

**TOWN OF SOMERS  
BOARD OF SELECTMEN  
MINUTES – REGULAR MEETING  
August 6, 2007  
7:00 p.m.  
Town Hall Auditorium**

1. Location of Emergency Exits: not necessary, less than 100 present.
2. Call to Order:  
First Selectman David Pinney called the meeting to order at 7:10 p.m.
3. Members Present:  
Selectmen David Pinney, Kathy Devlin and Joe Tolisano
4. Pledge of Allegiance: The pledge of allegiance was recited.
5. Correspondence:  
The Board received a letter of resignation from Everett Morrill, effective August 31, 2007. Kathy Devlin made a motion to accept this letter of resignation, with regret. This motion was seconded by Joe Tolisano and unanimously approved.
6. Citizen Comments: There were none.
7. Meet with Somers Housing Authority to review completion of securing funding for Phase I of Woodcrest expansion and renovation.  
Although no one was present from the Housing Authority, First Selectman David Pinney reviewed with the Board what has transpired. The final funding for the first phase of the project had been approved – that being low income housing tax credits of \$1,185,000 which translates into \$11,850,000 of funding. With this funding in place added to other funds that have been secured from a variety of sources, the Housing Authority was ready to proceed with the construction of Phase I. The Housing Authority has gone through wetlands review and received a permit for the proposed plan and has also been approved by the Planning Commission. Phase I consists of constructing one apartment building housing 34 units and also includes renovating and enlarging the current Woodcrest units. The Housing Authority has now secured the preliminary funding and necessary approvals for the town to proceed to transfer title of the 13 acres that the town is making available to the Housing Authority for this additional elderly housing. David Pinney will work with the Town Attorney to effect that transfer.
8. Old Business:
  - 8.1 Review position descriptions and timing for Public Works Administration  
David Pinney reviewed with the selectmen the prospects for developing a job

description for the expanded position of Director of Public Works. He has received from a number of other towns descriptions of similar jobs existing in those towns and he will review those and consolidate the parts similar to our situation into a draft position description which the Board of Selectmen can look at during their next board meeting.

The Board also discussed their intent to transfer a current staff person to the administrative assistant position in Public Works and the selectmen felt that this was

BOS Minutes

8/6/07

Page 2

indeed the step they wanted to take. The Board also decided to modify the Administrative Assistant to the First Selectman position. A motion was made by Joe Tolisano; seconded by Kathy Devlin and unanimously approved to approve the proposed job description for the Executive Assistant to the First Selectman and establish the salary range from \$36,000 to \$42,000 per year, depending on qualifications.

## 8.2 Review position description and process for appointing Finance Director

The Board reviewed the process for appointing the Finance Director. Joe Tolisano, representing the selectmen, will meet with Jim Persano and Michael Parker from the Finance Board to proceed as the appointment panel. Their first task will be to appoint the fourth member of the panel. The panel will also want to be reviewing and confirming the position description. David Pinney will get in touch with the Connecticut Council of Municipalities (CCM) to solicit some examples of position descriptions from other towns.

## 8.3 Other:

Kathy Devlin inquired as to the status of the Building Official and Fire Marshal positions. David Pinney indicated that we have received several applications from people who are interested in the Fire Marshal position and now that the Deputy Chief has returned from vacation, he will prepare them for review by the Fire Chief and the Fire Commission.

We have a Building Official who is doing the job on a temporary basis who might be a candidate for the permanent position but is currently restricted because of medical reasons to only working on a part-time basis. David Pinney anticipates that the Board would take up the question of the permanent assignment at a point where the present individual is ready to take on full-time employment.

## 9. New Business:

### 9.1 Approve contract for firefighters

A motion was made by Kathy Devlin, seconded by Joe Tolisano and unanimously approved to approve the proposed contract with the firefighters, commencing July 1, 2006

through June 30, 2009. The firefighter insurance program will also be changing as of July 1, 2008. The firefighters will change their pension plan and the town has to put in place the administrative changes that are necessary to accommodate that new pension plan which will be a contribution based plan instead of participating in the town's current defined benefit plan. The pension plan changeover is effective on July 1, 2007.

## BOS Minutes

8/6/07

Page 3

### 9.2 Cell Tower Lease

David Pinney reviewed with the Board that Crown Castle has offered a lump sum to the town in exchange for the current lease under which Crown pays the town a monthly rental and a portion of the fees that Crown Castle collects from the sub-leasees of the tower. David Pinney has identified a firm that concentrates on cell tower industries and evaluating financial arrangements. This firm, for approximately \$1,200 to \$1,600, would review the data pertaining to the town's current lease relative to the market place and the longer term prospects for the cell tower industry and evaluate whether the buyout offered might be worthwhile for the town. The consensus was that we should go ahead with that analysis.

### 9.3 Other:

Glen Reynolds has presented a proposal for some additional seminars for fire marshal training. The selectmen recently approved a training plan for Glen and want to review that plan and confirm whether this current proposal represents additional training or is duplicating proposed training already approved.

### 10. Authorization of Scheduled Payments:

A motion was made by Joe Tolisano, seconded by Kathy Devlin and unanimously approved to authorize scheduled payments in the amount of \$200,548.94 generated on July 31, August 2, 4 and 6, 2007.

### 11. Appropriations/Transfers:

A motion was made by Kathy Devlin to approve the transfers submitted as proposed and attached to the Town Clerk's file copy of the minutes. This motion was seconded by Joe Tolisano and unanimously approved.

#### 11.1 Tax refunds:

A motion was made by Joe Tolisano, seconded by Kathy Devlin and approved

unanimously to approve tax refunds as submitted by the Tax Collector in the amount of \$7,656.07.

12. Approval of Minutes:

Joe Tolisano made a motion to approve, as written, the Board of Selectmen minutes of July 25, 2007. This motion was seconded by Kathy Devlin and unanimously approved.

13. Board of Selectmen Remarks

13.1 Update from First Selectman – nothing further was discussed.

13.1.1 Update on new voting machines

The Board of Selectmen reviewed the fact that the Secretary of State has stated that lever machines will no longer be allowed in federal and state

BOS Minutes

8/6/07

Page 4

elections. It was noted that lever machines would continue to be permissible for referendums. David Pinney has asked the registrars to prepare an estimate of the cost of running a referendum with each type of machine. The Board of Selectmen felt it might be a lot more expedient to just run one type of machine. They also discussed opportunities to introduce the new machines to the public, such as bringing them to the Senior Center or possibly to the schools during open house or parent's night.

13.1.2 Update on RFQ for mill developers

David Pinney confirmed that the Request for Qualifications (RFQ) has been shared with a number of interested developers and some of those have responded noting their intent to provide the information required by the RFQ. The Board thought it would be appropriate to expand the review committee to include representatives from the Planning and Zoning Commissions. David Pinney will contact the chairmen in that regard.

13.1.3 Update on sale of Whitaker lots

David Pinney confirmed that the notice of the sale through sealed bid has been published and signs posted on the lots. People are picking up bid packets in anticipation of submitting their bid by August 22, 2007.

13.2 Other:

The Board reviewed a letter from Patricia Abrahamson from Shaker Road regarding her concern about traffic safety on Shaker Road being threatened by the quantity and speed of large trucks that use that road. The Board reviewed the history involved and confirmed

that options to affect the traffic there were limited. Reducing the speed limit on the portion of Shaker Road closest to Main Street was discussed. David Pinney will review that proposal with the Police Department and traffic planners.

The Board reviewed a list of questions from the Town Clerk regarding the proposed union to represent the clerical staff in Town Hall. The Board directed David Pinney to review those questions directly with Ann Logan, Town Clerk.

14. Citizen Comments: There were none.

15. Adjournment:  
The meeting was adjourned by mutual consent at 8:15 p.m.

Respectfully submitted,

David Pinney, First Selectman  
TOWN OF SOMERS

MINUTES ARE NOT OFFICIAL UNTIL APPROVAL AT A SUBSEQUENT MEETING.