

1. Location of Emergency Exits – not reviewed as fewer than 50 people were in attendance
2. Call to order @ 6:34 p.m.
3. Members present – Kathleen Devlin, David Pinney & Joseph Tolisano

A number of interested citizens were also in attendance, as well as Library Director, Francine Aloisa; Town Planner, Patrice Carson; Administrative Sergeant, Jose Claudio; Executive Assistant/Operations Manager, Marcia Mitchell; Parks Superintendent, Michael Provencher; and members of the Library Building Commission –Irma Claman, Robert Socha, Shirley Warner, and Timothy Welch.

4. Pledge of Allegiance

At this point, Ms. Devlin motioned that item 7.3 regarding the Temporary Relocation of the Children's Library be brought forward to this time of the meeting. Mr. Tolisano seconded and the motion was unanimously carried.

7.3 Temporary Relocation of Children's Library to Town Hall Auditorium – Mr. Welch spoke on behalf of the Library Building Commission. The Commission has requested that the Children's Library be temporarily relocated to the Town Hall Auditorium for a period of approximately 18 months while construction of the Library Addition is completed. This request was made only after evaluating two other potential courses of action: 1. Relocate the Children's Library to another suitable location in town; or, 2. Close the Children's Library during the construction and store the books, furniture and equipment. This evaluation concluded that there was no suitable rental space available in town to house the program, and that the cost of closing the program and storing the books, furniture and equipment would be much higher than the cost of relocating to the Town Hall facility. Mr. Pinney asked specifically what costs would be saved by the relocation to Town Hall, and the answer was loss of services to the public and cost of climate controlled storage for the books/furniture and equipment. The Commission has provided an architect's drawing of what the program layout would be in the Town Hall Auditorium. The Registrars of Voters have written a letter that expressed concern about the dual use of the facility during the upcoming presidential primaries and election. Mr. Welch responded that the Commission would do whatever was necessary to accommodate the Registrars' requirements for these elections, and requested that the specific space requirements be provided to the Commission as soon as possible, so the architects could integrate the measurements into a revised floorplan. Ms. Aloisa added here that the program's hours would be adjusted in any way necessary to accommodate the election process. A brief

discussion took place about increased power and heating usage, since the Auditorium facility currently uses little lighting and heating is kept to a minimum. Ms. Warner commented that the Library's budget could sustain some of the added expense, and Ms. Aloisa commented that the relocated program's hours would be somewhat reduced during the temporary relocation. Ms. Devlin commented that we needed to get the Registrars' election space requirements as soon as possible, since the Library needed to determine whether or not a February move was possible. Mr. Pinney said the information would be gathered and communicated as quickly as possible, and closed this item by asking the Board of Selectmen if they would support this move if the Registrars' concerns could be adequately addressed. Ms. Devlin and Mr. Tolisano agreed.

At this time in the meeting, members of the Board of Finance, James Persano, Stephen Krasinski, George Warner, Michael Parker & Marilyn Pronovost, in session, joined the Board of Selectmen for a joint conversation regarding item 7.1 of the Board of Selectmen's agenda. Each body took responsibility for generating its own minutes.

7.1 Reconstruction of intersection at Main Street, Ninth District and Sokol Roads – Tom Maziarz, Director of Transportation Planning at Capital Region Council of Governments (CRCOG), joined the discussion to provide historical perspective on this project and current information about the already approved STP Urban grant to complete the construction. Reconstruction would include eastbound and westbound left turn lanes at the intersection as shown on an overlaid aerial photograph. Little, if any widening of the rights of way would be needed. The current issue is the \$600,000 (29%) increase in construction costs (originally estimated at \$2.1 mil. now estimated at \$2.7 million) for the project since the grant was approved in 2001. The originally-approved grant called for 80% of the projected construction costs to be federally provided with 20% of the funds to be provided by the state, but the \$600,000 increase is not currently covered by any grant funding. Also at issue is the design and engineering cost of approximately \$470,000, which is expected to be paid by the town. Mr. Maziarz commented that there was a possibility that the increased cost would be covered by the grant program through a review process, but that the Town would need to be committed to getting the project underway for the review to be undertaken. The review would be undertaken by CRCOG's Cost Review Committee (CRC), and if approved, CRCOG may pick up all or part of the cost increase. Mr. Persano asked who would advance the Town's interest in front of the CRC. Mr. Maziarz replied that Ms. Carson, Town Planner was on the Transportation Committee, and would advance the Town's interest in her role there, but generally the chief administrative officer would be asked to speak on the Town's behalf in front of the CRC. It was agreed that Mr. Pinney served the role of chief administrative officer for the town. Mr. Persano then asked Mr. Pinney what the town needed from the Board of Finance. Mr. Pinney replied that an appropriation of \$430,000 would be needed to retain the services of a

consultant/engineering firm to begin the process of the intersection redesign. Mr. Maziarz recommended that the Town start the consultant/engineer procurement process contingent upon the CRC authorizing additional funding for this project, with the CRC process running simultaneously. The CRC meets again on 12/10/07, and in January, and would likely take up the review at either of these meetings. Mr. Persano requested that the Board of Selectmen submit the appropriation request to the Board of Finance as soon as possible to start the process. The joint conversation concluded at 7:32 p.m.

7.2 Skate Park – Mr. Pinney asked that interested citizens identify themselves for the record and speak one at a time with their comments and suggestions for the future of the skate park. He reminded the group that the park had been closed, and that the reasons for that closure were part of the public record, and that no action in that regard would be taken at this meeting. Mr. Pinney also reminded that group that the Board of Selectmen had charged the Recreation Commission with the task of designing a new and safer skate park facility, developing a preliminary budget for the park, and locating a suitable area in the town for the facility. Ann Piscottano spoke first regarding her confusion as to the topic of supervision for the skate park facility, and compared the skate park's activities with the baseball program activities. The Selectmens' response was that most all other activities and programs are supervised, if not be the childrens' parents, but responsible adults. Ms. Piscottano commented that supervision is not an answer to vandalism. She also put forth a question as to whether or not the good Samaritan act covers volunteer supervisors responsible for supervising younger children. Mitch Nadeau then spoke regarding his disappointment that the town destroyed the old skate park. He wants to know where the new park will be sited, the size of the new park, etc., since he has been approached by many individuals wanting to support a new park. Mr. Nadeau also asked if the Board of Selectmen has control of the Recreation Commission. Ms. Devlin spoke on behalf of the Board, replying that the selectmen have no control over any commission; that commissions represent their respective areas, and bring forth program recommendations to the Board of Selectmen for consideration. Ms. Devlin recommended that interested parties work with the Recreation Commission on putting together an ad-hoc study group to plan the future of the skate park. Mr. Tolisano asked Mr. Nadeau how old the former skate park was, and whether the technology for building a skate park had changed significantly. Mr. Nadeau responded that the park had been about 10 years old, and that newer parks were fabricated of steel. Chuck Carson then spoke about the advancements in the technology, and that the newest parks were fabricated using concrete. Mr. Carson also commented that Senator Kissell had gotten funding for other parks in surrounding towns, and perhaps we could get the Senator involved here. Mr. Carson further commented that the old park infrastructure had deteriorated and that the metal used was ready to go, at the time the park was dismantled. The Selectmen will send correspondence to the Recreation Commission to officially pursue input and recommend actions for developing a future skate park program.

Ms. Piscottano said she would be willing to do research for the Commission and Mr. Nadeau said he would like to be involved.

5. Correspondence – 5.2 Letter from registrars to the Library Building committee was part of the conversation in item 7.3. 5.1 Letter from Senior Advisory Board recognizing the Meals on Wheels Drivers for the job they do. The Selectmen discussed this letter and will include the drivers in the employee Christmas party.

6. Citizen Comments – Mike Provencher commented that he would like to be involved in any planning for the future of the skate park. Ms. Devlin commented that his participation would be welcomed, and that his participation in other projects, such as the playground, had been very productive.

7.3 Consider opportunities to join shared services grant proposals being considered by Connecticut Regional Council of Government (CRCOG) – Mr. Pinney overviewed four areas in which Somers might have an interest in participating: IT Support and administrative; Shared regional GIS; Public safety – major accident investigation; administrative staff and standard administrative procedures – risk management was given as an example. Mr. Pinney said that CRCOG's timeframe in getting the application process completed for the State was short and had to be completed by December 31. ***After short discussion, Mr. Tolisano moved that the Town pursue participation in these grants in the areas outlined by Mr. Pinney; Ms. Devlin seconded, and the motion was unanimously carried.***

7.5 Open Positions Review – Highway Maintainer – advertised in Journal Inquirer 11/23-11/30/07; Fire Marshall – revised ad to be posted ASAP; Building Official – Temporary appointment expires 12/24/07, ad to be posted ASAP.

7.6 Position Description Update – A position description has been identified for most positions. Meetings with employees to begin revising the job descriptions will begin the week of December 3.

7.7 Update on Mill redevelopment activity – Mr. Pinney spoke with the attorney representing the new owners. They are looking to do roof repairs as soon as possible to secure the building from the elements.

8. New Business

8.1 2008 Meeting Calendar. Draft calendar was reviewed. Ms. Mitchell noted that the calendar was set forth to avoid Monday holidays conflicting with regular meetings. ***Ms.***

Devlin moved to accept the draft calendar as final; Mr. Tolisano seconded and the motion was unanimously carried.

8.2 Committees – vacancies – process ends Dec. 22 – many vacancies will be effective Dec. 22. Selectmen’s office will send a letter to all whose terms are coming up, asking if the individuals would be interested in reappointment. Responses will be reviewed and nominations will be sought.

8.3 Computer committee: 3-5 year plan for IT & website. The Selectmen discussed the need for a new website, and that an RFP was desirable. Mr. Tolisano has begun drafting; however, the group agreed that employee input, as well as citizen input would be most desirable for developing the RFP. Gathering that input will be a time-consuming process, and the potential for hiring a consultant to do the data gathering was discussed. Mr. Pinney expressed concern about incurring the associated expense and asked what the data gathering would gain us over some of the more streamlined, pre-formatted or “canned” solutions. Employees have expressed concern about purchasing a pre-formatted “canned” solution, and the flexibility constraints with such a solution. Mr. Pinney suggested that the selectmen visit websites at the towns of Suffield and Wethersfield to view one pre-formatted solution and how it is being used. This item was tabled for further discussion.

8.4 Review Capital Improvement Planning (CIP) process: Mr. Pinney commented that the CIP process was due to begin and a timeline was discussed. The Director of Finance is expected to issue a CIP request memo, and that the process would be virtually similar as in past years. However, all CIP requests were to be funneled through the Finance Office for compilation and review, then reviewed and prioritized by the Board of Selectmen prior to being reviewed by the Board of Finance. The Selectmen discussed what their own CIP requests would encompass, specifically financial software and potential replacement of the current phone system. The potential for sharing or partnering on these items would be explored with the school first.

8.5 Other – none raised.

9. Authorization of scheduled payments – One scheduled payment report was presented for a total of \$63,738.18 in payments. ***Ms. Devlin moved to approve \$63,738.18 in scheduled payments; Mr. Tolisano seconded and the motion was unanimously carried.***

10. Appropriations/Transfers

10.1 Tax Refunds – none presented

10.2 Appropriations & Transfers – Mr. Tolisano moved to approve the following appropriations and transfers:

§ *Appropriation of \$65.00 from the general fund to acct. 51-30-640.1 representing two donations to the Senior Center;*

§ *Appropriation of \$2,700.00 from the general fund to acct. 20-10-525.1 representing Funds remaining in the Fire Marshal account committed to cover town fire hydrant maintenance completed this fiscal year, but budgeted for last fiscal year; and,*

§ *Transfer of \$3,548.19 from account 68-10-990.1 to account 68-10-new to cover Town hall flooring upgrades to date.*

Ms. Devlin seconded, and the motion was unanimously carried.

11. Approval of Minutes

11.1 Regular BOS minutes of 10/29/07 – *Mr. Tolisano moved to approve the 10/29/07 minutes of the regular BOS meeting as written; Ms. Devlin seconded and the motion was unanimously carried.*

11.2 Special BOS minutes of 11/19/07 were not yet available for review.

12. Board of Selectmen Remarks – none at this time

13. Citizen Comments – A citizen inquired as to whether or not CIPs were a line item in the regular budget, or were shown in a separate budget. Ms. Devlin responded that CIPs were a single line item in the regular budget, but not broken out or identified by individual project.

14. Adjournment – The meeting adjourned at 8:55 p.m.

Respectfully submitted,
Marcia L. Mitchell
Executive Assistant & Operations Manager
Recording Secretary