

**TOWN OF SOMERS
BOARD OF SELECTMEN
MINUTES – REGULAR MEETING
Thursday, June 3, 2010, 6:00 p.m.
Town Hall Auditorium**

- 1 Call to order – First Selectman Lisa Pellegrini called the meeting to order at 6:02 p.m.
- 2 Members present – Kathleen Devlin, Lisa Pellegrini and Joseph Tolisano. Also present Marcia Mitchell (recording), Francine Aloisa, Library Director; Jenifer Charette, Director of Human Services; Donna Doyker, Tax Collector; Ann Logan, Town Clerk; Todd Rolland, Deputy Director of Public Works; Fire Chief Ed Pagani; Recreation Commission Chair J.J. Wassmuth; a handful of interested citizens.
- 3 Pledge of Allegiance
- 4 Correspondence
 - 4.1 Resignation letter, effective 6/9/10, from Marcia Mitchell. ***Motion (Ms. Devlin), seconded (Ms. Pellegrini) and unanimously voted to accept Ms. Mitchell's resignation effective 6/9/10 with thanks and regrets.***
 - 4.2 Letter from Michael Provencher moving his retirement date from 6/30/10 to 6/3/10, and tendering his immediate resignation from the Board of Assessment Appeals and the Civil Preparedness Advisory Council. ***Motion (Ms. Devlin), seconded (Ms. Pellegrini) and unanimously voted to accept Mr. Provencher's new retirement date of 6/3/10, and resignation from both boards with thanks and regrets.***
- 5 Citizen Comments - none
- 6 Opportunity for Selectmen to add agenda items - none
- 7 Old Business
 - 7.1 Board/Commission appointments, reappointments & vacancies – Ms. Mitchell presented a memo outlining all current vacancies. The following actions were taken:
 - Discussion regarding inviting Aileen Henry and Karen Norrie to a future BOS meeting to review the potential for membership on the Advisory Commission to the Elderly.
 - ***Motion (Ms. Devlin), seconded (Ms. Pellegrini) and unanimously voted to affirm the BOE's election of David Palmer to the Civil Preparedness Advisory Council for a term that expires 12/22/2011.***
 - ***Motion (Ms. Devlin), seconded (Ms. Pellegrini) and unanimously voted to appoint Jim MacFeat to the Fire Commission for a term that expires 12/22/2011***
 - ***Motion (Mr. Tolisano), seconded (Ms. Devlin) and unanimously voted to reappoint Thomas G. Clark to the Planning Commission for a term that expires 12/22/2014.***
 - ***Motion (Ms. Devlin), seconded (Mr. Tolisano) and unanimously voted to reappoint Timothy Caravella as an Alternate to the Planning Commission for a term that expires 12/22/2010.***
 - ***Motion (Ms. Devlin) to reappoint Scott Sutter as an Alternate to the Planning Commission for a term that expires 12/22/10. After discussion, consensus in this regard was not reached. Ms. Pellegrini expressed a wish to speak with the Planning Commission Chairman before reappointment is made. Motion dies.***
 - ***Motion (Ms. Devlin), seconded (Mr. Tolisano) to appoint Karl Walton to the Zoning Commission for a term that expires 12/22/2011. Ms. Pellegrini declined to vote.***
 - 7.2 Recreation STEAP Grant RFP process – Ms. Pellegrini updated the selectmen in this regard. The RFP has been posted, the walkthrough has taken place, Q & A will be published on Monday, 6/7, and bids will be opened on 6/9. Ms. Mitchell said that she had confirmed participation by Ed Burns and Roland Henry on the review committee, and was waiting to hear from Karen McGuane. J.J. Wassmuth, chair of the Recreation Commission, expressed concern that the commission had not been consulted or involved

in this process. The Selectmen told her it was their responsibility to carry out the RFP process, and that they wanted recreation commission participation on the review committee through Karen McGuane. Ms. Wassmuth asked why not Troy LaMontagne, and Mr. Tolisano explained that Troy had just served on the Mowing & Trimming review committee.

- 7.3 Sunset Drive Consent Order – Ms. Pellegrini said that she had spoken with Steve Krasinski of the Board of Finance in this regard, and would be speaking with Jim Persano as well. She expressed concern that there may be a conflict between the vote by the 8/13/09 Town Meeting and the position of the BOF at its 7/24/09 meeting in this regard. She has referred the issue to Town Attorney Carl Landolina for evaluation.
- 7.4 First Selectman's update – Ms. Pellegrini briefly discussed the budget and her proposals to come up with the \$42,000 in cuts. Ms. Devlin said that she would prefer that the shortfall be made up with revenues from the sale of equipment, and increases in fees where possible. Ms. Pellegrini also discussed the issue of the MIRMA assessment of \$248,000, and the fact that very few towns have complied in the payment of their individual assessments.
- 7.5 Periodic discussion with Director staff – Mr. Tolisano began by stating that he supports the management structure put in place several years ago, including the position of Executive Assistant/Operations Manager. He charged the Director staff to make recommendations as to where the \$42,000 in cuts or replacement revenues should come from. Ms. Devlin expressed her confidence in the Director staff and her appreciation for the fine work done at this level. Both asked what isn't working. Ms. Pellegrini stated that the job description for the position of Executive Assistant Assistant/Operations Manager was too ambitious and believed that the position needed to be adjusted to assure it is effective. Chief Pagani & Library Director Francine Aloisa both commented that they felt there was too much oversight on small expenditures/purchases. Chief Pagani expressed concern that the BOS doesn't understand the value of Deputy Chief Frank Falcone in his role at the Fire Department. Donna Doyker, Tax Collector, said she felt little had changed since the management structure was put in place 2 ½ years ago. Jenifer Charette, Director of Human Services; Ann Logan, Town Clerk & Francine Aloisa all commented that the Directors' meetings were very valuable and had created a wonderful collaboration with excellent outcomes. Mr. Tolisano asked Kim Marcotte, Chief Financial Officer, when the BOS would have a status of the balance on this year's budget. Ms. Marcotte said that she was busy posting revenues and expected to have budget balances by the next selectmen's meeting on the 17th. Ms. Marcotte also said that she expected that the Requisition Module of the accounting system would be installed and deployed later this year, streamlining the requisition/purchase order process. Deputy Director of Public Works Todd Rolland said that the staff cross training was in process and would likely take a year to complete. Aside from very busy seasonal work, Public Works is in the process of cleaning out the bus barn and getting surplus equipment out of the weeds. Ms. Devlin reminded the group that any purchase over \$2,000 needed CIP approval, and again asked if the budget shortfall could be made up by the sale of surplus equipment. Ms. Logan commented that the Town Clerk's office was quiet, that Dog Licensing month has gotten off to a slow start, and that Assistant Town Clerk Donna Hanks was being utilized as the true Town Hall "floater" during this slow period. Ms. Doyker expressed frustration that she and Assessor Pat Juda had been left out of the communications loop since Greg Simmons' departure; the BOS said that Kim Marcotte's presence would take care of that.

8 New Business

- 8.1** Use of town property – Farmer's Market & Senior Center Tag Sale. After discussion regarding the status of the Senior Club and its relation to the town, as well as the farmer's market and its relation to the town, it was recommended that the ordinances be reviewed for inclusion of worthwhile activities. ***Motion (Ms. Devlin), seconded (Ms. Pellegrini) and unanimously voted to make a one-time exception to the ordinances (Vendors/Hawkers & Vending and Sidewalk, Tag and Auction Sales) to allow the Senior Club to conduct its tag sale at the Senior Center.*** In relation to the Farmer's Market – ***motion (Ms. Devlin), seconded (Ms. Pellegrini) and unanimously voted to require non-agricultural vendors at the Farmer's Market to pay the \$25 license fee as required under the Vendors/Hawkers ordinance.***

- 8.2 Resolutions authorizing First Selectman to execute:

- 8.2.1** Small cities grant (Woodcrest) closing documents – ***Motion (Ms. Devlin), seconded (Mr. Tolisano) and unanimously voted to adopt the following resolution: That Lisa Pellegrini, the First Selectman, be and is herewith authorized to execute the necessary contract(s) on behalf of the Town of Somers with the Connecticut Department of Economic and Community Development (DECD) for Somers Small Cities Grant No. SC0612901A Woodcrest Elderly Housing Expansion – Phase 1.***
- 8.2.2** State matching Grant Program for Elderly and Disabled Demand Responsive Transportation – ***Motion (Ms. Devlin), seconded (Mr. Tolisano) and unanimously voted to adopt the following resolution: That Lisa Pellegrini, the First Selectman, be and is herewith authorized to execute the necessary contract(s) on behalf of the Town of Somers with CRCOG and the CT Department of Transportation for the Operation of State Matching Grant Program for Elderly and Disabled Demand Responsive Transportation.***
- 8.3 Potential for charter revision committee – after brief discussion the Selectmen tabled this item for discussion at a meeting sometime in the fall.
- 9** Authorization of Transfers & Scheduled Payments – ***motion (Ms. Devlin), seconded (Mr. Tolisano) and unanimously voted to authorize scheduled payments totaling \$85,956.34. Motion (Ms. Devlin), seconded (Ms. Pellegrini) and unanimously voted to authorize the Assessor's request to transfer \$1,500 from professional services to mapping and refer to the Board of Finance. Motion (Ms. Devlin), seconded (Mr. Tolisano) and unanimously voted to authorize the Fire Marshal's request to transfer \$472.50 from NFPA Membership/Codes to Fire Investigations and refer to the Board of Finance.***
- 8** Approval of minutes
April 8, 2010 – ***Motion (Mr. Tolisano), seconded (Ms. Devlin) and unanimously voted to accept the minutes of the April 8, 2010 meeting as written.***
April 29, 2010 – ***Motion (Ms. Pellegrini), seconded (Mr. Tolisano) and unanimously voted to accept the minutes of the April 29, 2010 meeting as written.***
May 13, 2010 - ***Motion (Mr. Tolisano), seconded (Ms. Devlin) and unanimously voted to accept the minutes of the May 13, 2010 meeting as written.***
May 24, 2010 - ***Motion (Mr. Tolisano), seconded (Ms. Pellegrini) and unanimously voted to accept the minutes of the May 24, 2010 meeting as written.***
- 10** Board of Selectmen Remarks – Ms. Devlin said that she had received an e-mail from Janice Steinmetz representing the Four Town Fair, requesting that Ms. Devlin come to a meeting of the Fair Board to discuss the “hardship” that the Fire Marshal’s fees imposed on the Fair. The Selectmen agreed that the Four Town Fair Board should come before the full Board of Selectmen to present its concerns as opposed to Ms. Devlin attending the meeting. Ms. Doyker said that the Assessor needs authority to levy PILOT fees on Woodcrest when the time comes. Ms. Devlin said that her recollection was the the BOS had waived PILOT fees for Woodcrest Phase I until it showed a positive cash flow, and that the Housing Authority should present financial statements showing its cash position on a regular basis so that the Assessor would know when it may be appropriate to levy PILOT fees.
- 11** Citizen Comments – none.
- 12** Adjournment – ***Motion (Ms. Pellegrini), seconded (Mr. Tolisano) and unanimously voted to adjourn the meeting at 7:50 p.m.***

Respectfully submitted,

Marcia L. Mitchell
Exec Asst/Ops Mgr
Recording Secretary

MINUTES ARE NOT OFFICIAL UNTIL APPROVAL AT A SUBSEQUENT MEETING