

**TOWN OF SOMERS
BOARD OF SELECTMEN
SPECIAL MEETING MINUTES
Thursday, September 29, 2011
6:00pm
Selectmen's Conference Room**

Call to Order: Mrs. Pellegrini called the Board of Selectmen meeting to order at 6:00pm.

Members Present: First Selectman Lisa Pellegrini and Selectmen Kathy Devlin and Bud Knorr. Also in attendance was Kim Marcotte, CFO.

Correspondence:

Mrs. Pellegrini informed the Board of Selectmen of email correspondence between the Human Services Director and the Housing Authority Chairman regarding ACCESS. ACCESS will not be sending a representative to Somers on a Bi-weekly basis this year due to a significant decrease in funding. As a result Jen Charette, the Human Services Director, will be in charge of coordinating ACCESS fuel assistance applications for Social Services clients. However, Woodcrest residents will need to submit their applications separately as directed by communications from ACCESS Management. The Human Services Director has notified David Pinney, Housing Authority Chairman, of the situation.

Mrs. Pellegrini informed the Board of Selectmen that a resident had notified her that Patch.com listed Woodcrest as an assisted living community, which is an incorrect description of the facility. Mrs. Pellegrini sent the info to Mr. Pinney so he could make the necessary corrections.

Boards and Commissions:

Mrs. Pellegrini received a letter from Linda Abbott, Chair of the Somers Cultural Commission recommending Ruth Sutter to replace a vacancy on the Cultural Commission.

Mrs. Devlin made a motion to approve the appointment of Ruth Sutter to the Cultural Commission to a term expiring on 12/22/2011, seconded by Mr. Knorr. A unanimous vote followed.

Budget Update:

Selectmen talked briefly about future equipment needs and how future budgeting should reflect those needs.

Highway Department positions: Mrs. Pellegrini announced that the budget allows for the hiring of two fulltime positions in Public Works; one position replaces a recent retirement. The other opening results from a position that has not been refilled in quite some time.

Mr. Knorr made the motion to fill both open positions, seconded by Mrs. Devlin. A unanimous vote followed.

Employee Handbook:

The Board of Selectmen reviewed and revised the draft employee handbook. The Board of Selectmen will reconvene at a later date to complete the review before submitting to the Town Labor Attorney.

Winter Preparation for Buildings:

Mrs. Pellegrini led a discussion regarding the possibility of closing some Town Buildings for the winter. The general consensus is that is not in the best interest of the residents or the actual buildings to close them for extended periods of time, however provisions must be made to aggressively conserve fuel. Specific buildings discussed include the Piedmont Hall and the Kibbe Fuller buildings.

Piedmont Hall Building: The Cultural Commission will be hosting a Coffee House once a month throughout the winter. When not in use the building will maintain a low temperature throughout the cold season.

Kibbe Fuller Building: Mrs. Pellegrini made a recommendation for future cost savings that heating zones be created for the Kibbe Fuller building: One zone that would heat the Emergency Operations Center (the old Recreation office), another zone would heat the other offices and the third zone would heat the auditorium. Thermostats would be on a hard wired (locked) controller that could not be changed, thus maintain steady and consistent temperatures. Currently the thermostat is located in the auditorium, which has extremely high ceilings.

Mrs. Devlin made a motion to move forward with the recommendation for the heating zones at the Kibbe Fuller building for future cost savings, seconded by Mr. Knorr. A unanimous vote followed.

Back Up Emergency Operation Center:

The Board of Selectmen discussed what is needed to create an Emergency Operation Center at the Kibbe Fuller in the old Recreation office. The Board will continue to look for grant opportunities to fund for additional equipment. The current equipment will stay at the Fire Station except for one ham radio.

Hurricane Irene Aftermath:

Mrs. Pellegrini announced that she and Dan Thayer, Emergency Management Director attended the 2011 Annual Fall Regional Department of Emergency Services and Public Protection Division of Emergency Management and Homeland Security in East Hartford for Region 3. Topics included a debriefing and discussion on what went well in preparation for the Hurricane and what improvements for future emergencies can be implemented.

Approval of Scheduled Payments:

Mrs. Devlin made a motion to approve the Scheduled Payments for the amount of \$124,307.0, seconded by Mr. Knorr. A unanimous vote followed.

Appropriations/Transfers: None

Adjournment:

***Mrs. Pellegrini made a motion to adjourn the Board of Selectmen meeting at 8:45pm.
Seconded by Mr. knorr. The motion passed.***

Respectfully Submitted,

Kim LaFleur-Recording

Minutes are not official until accepted at a subsequent meeting.