

**TOWN OF SOMERS  
BOARD OF SELECTMEN  
SPECIAL MEETING MINUTES  
Thursday, April 11, 2013  
6:00pm  
Selectmen's Conference Room**

*The Board of Selectmen Meeting adjourned to the Town Hall Auditorium to accommodate the large number of residents attending the meeting.*

The Board of Selectmen meeting reconvened in the Town Hall Auditorium.

**Call to Order:** First Selectman, Lisa Pellegrini called meeting to order at 6:02pm.

**Members Present:** First Selectman Lisa Pellegrini, Selectmen Kathy Devlin and Bud Knorr and CFO Glen O'Keefe. Also in attendance were John Collins-Building Official and several Somers Residents.

**Pledge of Allegiance:**

All members participated in the Pledge of Allegiance.

**Temporary Signs:**

Mrs. Pellegrini invited the Building Official John Collins to join the meeting and talk about temporary signs and what the plan is going forward. Mr. Collins explained that he has reviewed what other Towns are doing and commented that some amendments should be made to the Regulations. Mr. Collins intends to bring the information he gathered to the Zoning Commission on Monday April 15<sup>th</sup> for review and approval.

**Summer Recreation:**

Mrs. Pellegrini began discussing the following items for review and approval by the Board of Selectmen:

1. Location during inclement weather
2. Staff and Parent Handbooks
3. Job Descriptions, wages and number of Seasonal/Temp employees
4. Fee Structures for both Small Fry and all Day Camp

Mr. Knorr spoke about the building at Field Road Park as an alternate location. Mrs. Pellegrini shared with the Board a report from the Town Engineer regarding a Field Road Park Building currently being used for storage. Items to be addressed include 1. Repair/replace the entrance and exit steps/ramps, 2. Install exit signs above the exit doors, 3. Install one fire extinguisher, 4. Remove material presently in the building and 5. Repair bottom of the entrance door. Mrs. Pellegrini commented that all parties that inspected the building agreed if the issues were addressed the building could be safely occupied. Mrs. Pellegrini spoke with Superintendent Maynard Suffredini and asked if the camp could use the High School gym for all day Camp when there is inclement weather and Dr. Suffredini agreed that would be ok and no fees would apply. Mrs. Pellegrini made a recommendation to approve the 2 locations during inclement weather.

*Mr. Knorr made a motion to approve the use of the Field Road Park Building (providing repairs and clean up were completed) and the use of the High School Auditorium as alternate*

***locations for Summer Camp during inclement weather, seconded by Mrs. Devlin. A unanimous vote followed.***

The Board reviewed and agreed The Parent Handbook as being acceptable but asked Mrs. Pellegrini to have it vetted by the Town's Insurance Company and the Town's Risk Manager for approval.

***Mrs. Devlin made a motion to approve the Parent Handbook pending proper insurance reviews and approvals, seconded by Mr. Knorr. A unanimous vote followed.***

The Board reviewed and agreed the Camp Staff Handbook as being acceptable but asked Mrs. Pellegrini to have it vetted by the Town's Insurance Company and the Town's Risk Manager for approval.

***Mr. Knorr made a motion to approve the Camp Staff Handbook pending proper insurance reviews and approvals, seconded by Mrs. Devlin. A unanimous vote followed.***

The Board reviewed and discussed proposed job descriptions, wage structure and numbers of Seasonal/Temp employees are as follows:

Summer Camp Director –total of one needed- wages \$13-\$15 per hour

Assistant Camp Director – total of two needed-wages \$9-\$10 per hour

Counselors – minimum wage – *The number of counselors are dependent on the number of campers.*

Counselors in Training – No wages - *The number is dependent on the number of campers*

***Mrs. Devlin made a motion to approve the wages amounts, job descriptions and number of Seasonal/Temporary employees as presented, seconded by Mr. Knorr. A unanimous vote followed.***

The Board reviewed and agreed on proposed Camp fee increases for Small Fry and All Day Camp.

#### **Small Fry Camp:**

<b>Fee Type</b>	<b>Amount</b>
Camp Only	\$70.00
Fee-Camp with Before Care	\$90.00
Second Camper Discount	\$60.00

#### **All Day Camp**

<b>Fee Type</b>	<b>Amount</b>
Camp Only	\$125.00
Fee-Camp with Before Care	\$145.00
Fee-Camp with After Care	\$155.00
Fee-Camp with Before and After	\$175.00
Second Camper Discount	\$115.00
Second Camper with Before Care	\$135.00
Fee-Camp with After Care	\$145.00
Second Camper with Before and	\$165.00

***Mrs. Devlin made a motion to approve the above listed Camp fees, seconded by Mr. Knorr. A unanimous vote followed.***

The Board agreed with Ms. Saada recommendation for camp evaluations. Ms. LaFleur will post all the job openings on the web site and recreation Web site.

**2013/2014 Budget:**

Mrs. Pellegrini attended a CCM Meeting recently. She said the Legislature realizes there are issues with the proposed Governor's Budget and some changes are needed. PILOT and Pequot funds will most likely come back and the motor vehicle tax removal will most likely go away.

**Authorization of Scheduled Payments:**

*Mrs. Devlin made a motion to approve the authorization of scheduled payments in the amount of \$65,562.20, seconded by Mr. Knorr. A unanimous vote followed.*

**Adjournment:**

*Mrs. Pellegrini made a motion to adjourn the Board of Selectmen meeting at 7:16pm, seconded by Mrs. Devlin. A unanimous vote followed.*

Respectfully Submitted,

Kim LaFleur-Recording

*Minutes are not official until accepted at a subsequent meeting.*