

**TOWN OF SOMERS
BOARD OF FINANCE
REGULAR MEETING MINUTES
October 22, 2024**

1. Call to Order

Michael Parker called the meeting to order at 7:00 pm.

2. Members Present

In attendance were Michael Parker, Joe Tolisano, Kathy Devlin, and Paul Hart. Also, in attendance were Superintendent Dr. Sam Galloway, CFO Brian Wissinger, and First Selectman Tim Keeney.

3. Board of Education Update

Dr. Galloway gave an update on the current FY2025 budget. Joe Tolisano asked if there were any funds that transcend budget years. Dr. Galloway responded that Title Funds do. Michael Parker asked about the status of the HVAC project. Dr. Galloway brought the Board up to date on the progression of the project and the timeline after the referendum in December.

4. Board of Selectmen Update

Tim Keeney informed the Board of an agreement with Stafford Ambulance for intercept services. Keeney also updated the Board on the status of hiring an Assistant Building Official. Todd Rolland was also in the audience and gave the Board a timeline for the Asst. Building Official to become the Town's Building Official. Keeney informed the Board that an Affordable Housing Plan had been created for the Town of Somers. The Board of Selectmen will welcome comments at their next meeting, November 7, before adopting the plan.

5. CFO/Finance Department Update

Brian Wissinger presented the Town financials through September 30, 2024. There were no questions. Wissinger discussed the financial projections of the Stafford agreement and stated that based on the previous quarter call volume, the contract should make the Town break even or possibly see a slight profit.

6. Fire Department Stafford Call Volume

This item was grouped in the CFO update.

7. AMENDMENT RESOLUTION AUTHORIZING AN INCREASE IN THE APPROPRIATION AND THE AMOUNT OF GENERAL OBLIGATION BONDS AND NOTES OF THE TOWN TO FINANCE SAID APPROPRIATION FROM \$10,500,000 TO \$15,000,000 FOR THE HVAC AND ELECTRICAL SYSTEM IMPROVEMENTS PROJECT

Joe Tolisano made a motion to approve the amendment resolution authorizing an increase in the appropriation and the amount of general obligation bonds and notes of the Town to finance said appropriation from \$10,500,000 to \$15,000,000 for the HVAC and electrical system improvements project, seconded by Kathy Devlin. There was no further discussion, and a unanimous decision followed.

8. CIP Update

Joe Tolisano briefed the Board on 4 CIP approved projects to be paid for by the remaining ARPA funds. The four projects are attached to the minutes.

Joe Tolisano made a motion to approve the ARPA projects as presented for \$121,500, seconded by Paul Hart. There was no further discussion, and a unanimous decision followed.

9. Appropriations and Transfers

Brian Wissinger presented an appropriation request for \$70,939, to cover the additional cost of hiring an Assistant Building Official.

Joe Tolisano made a motion to approve the appropriation request for \$70,939, seconded by Paul Hart. Discussion followed.

Michael Parker made a motion to amend Joe Tolisano's motion to return any unused funds from this appropriation to the General Fund, seconded by Kathy Devlin. There was no further discussion, and a unanimous decision followed.

The original motion was called to vote, and a unanimous decision followed.

Brian Wissinger presented a transfer request for \$60,000 to cover the environmental remediation requests for the Somersville Mill Site.

Joe Tolisano made a motion to approve the transfer request for \$60,000, seconded by Paul Hart. Discussion followed.

Michael Parker asked if this would impact the ability to perform any additional engineering or design work for the HVAC project since the request is to transfer funds from that project to the environmental project.

Wissinger responded that it would not that future engineering and design costs for the other schools would be part of the project budget and would be worked into the resolution.

The motion was called to vote, and a unanimous decision followed.

10. Discussion of Two Meeting Policy for Expenditures requiring Town Meeting Approval

Michael Parker explained that he had a conversation with Brian Wissinger in the past week and felt that he was assured that an issue like the roads bond package would not happen again. Parker felt comfortable not requesting a formal policy be placed on the books at this time.

11. Approval of 2025 Regular Meeting Schedule

Joe Tolisano made a motion to approve the regular meeting schedule as presented, seconded by Kathy Devlin. There was no further discussion, and a unanimous decision followed.

A copy of the meeting schedule will be attached to the minutes. It will also be available in the Town Clerk's Office and on the Town's website.

12. Other Business

There was no additional business to discuss.

13. Approval of Minutes

a. 9/24/24 Regular BOF Minutes

Joe Tolisano made a motion to approve the minutes as presented, seconded by Paul Hart. There was no further discussion, and a unanimous decision followed.

14. Adjournment

Joe Tolisano made a motion to adjourn at 7:56 pm, seconded by Paul Hart. There was no further discussion, and a unanimous decision followed.

Respectfully Submitted,

Brian Wissinger

MINUTES ARE NOT OFFICIAL UNTIL APPROVAL AT A SUBSEQUENT MEETING

<https://www.youtube.com/watch?v=4FlU4XoiAQ0>

TOWN OF SOMERS

BOARD OF FINANCE

**AMENDMENT RESOLUTION AUTHORIZING AN INCREASE
IN THE APPROPRIATION AND THE AMOUNT OF GENERAL
OBLIGATION BONDS AND NOTES OF THE TOWN TO
FINANCE SAID APPROPRIATION FROM \$10,500,000 TO
\$15,000,000 FOR THE HVAC AND ELECTRICAL SYSTEM
IMPROVEMENTS PROJECT**

WHEREAS, on July 25, 2023, the Board of Finance (the "Board") of the Town of Somers (the "Town"), recommended to the electors and citizens eligible to vote at town meetings of the Town a resolution authorizing an appropriation of \$10,500,000 for the funding of HVAC and electrical system improvements at Somers Elementary School (the "Project") and the issuance of bonds and notes to finance such appropriation in an amount not to exceed \$10,500,000 (the "Resolution");

WHEREAS, the Resolution was approved by the voters at referendum on November 7, 2023;

WHEREAS, the Board wishes to amend the Resolution, subject to the approval of the voters at referendum, in order to increase the amount of the appropriation and the amount of bonds and notes to finance such appropriation.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby accepts the recommendation of the Board of Selectmen, adopted at its meeting held on October 17, 2024 at 6:00 p.m., and recommends to the electors and citizens eligible to vote at town meetings of the Town, the following:

(1) That the Resolution is hereby modified to replace "\$10,500,000" wherever it appears in Sections (1) through (3) of the Resolution with "\$15,000,000";

(2) That other than as expressly set forth herein, the Resolution shall be unchanged and remain in full force and effect; and

(3) That this amendment resolution shall become effective after approval at referendum vote.

Upon Motion duly made and seconded, the foregoing Resolution was adopted by the following roll call vote:

In Favor: Michael Parker, Kathleen Devlin, Joseph Tolisano,
Paul Hart

Opposed:

I, William Salka, duly elected and qualified Secretary of the Board of Finance of the Town of Somers, hereby certify that the foregoing is a true copy of the resolution adopted at the meeting of the Board of Finance held on October 22, 2024 at 7:00 p.m.; that said Board consists of six members; a quorum consists of four members; 4 members were present at said meeting; a roll call vote was taken and 4 members voted in favor of said Resolution, 0 members voted against the adoption of said Resolution, and 0 members abstained from voting on said Resolution; the entire meeting exclusive of executive sessions was open to the public and no one was excluded from the portion of the meeting pertaining to the consideration and adoption of said Resolution.

Dated at Somers, Connecticut, this 23rd day of October, 2024.



William Salka
Secretary
Board of Finance
Somers, Connecticut

**TOWN OF SOMERS
CAPITAL EQUIPMENT / PROJECT REQUEST
TYPE D. ACQUISITION**

GOV'T FUNCTION: Board of Selectman
Contact Person: Todd Rolland
Phone: (860)763-8238

Department: Public Works
E-mail: trolland@somersct.gov
Fax: (860)749-3018

Capital Item: Town Hall Interior Painting

Proposed Acquisition Date: 7/1/2025

Proposed Acquisition Cost: \$18,000.00

1. Description of Capital Item with all accessories, spare parts, and warranties.

The proposed Town Hall Improvements include;

- Painting of the main level hall,
- Painting of the Land Use hall and map room,
- Painting of the Auditorium walls and doors,

2. Projected Useful Life.

15 years

3. Frequency of Use.

Continual

4. Repair Costs – stated on the same basis as Useful Life.

N/A

5. Price/Quality Analysis.

The main hallway walls have small holes and need a new paint job. The painting was started on the Land Use walls after the last remodel but was not finished. After removing the Auditorium stage and installing the new floor, the Auditorium walls need new painting.

6. Effect on delivery of service/cost of service if the acquisition is delayed.

These are maintenance items that should be completed as soon as possible.

7. Method of Determining Price.

Vendor Quote

Approved BOS:



10/3/2024

Date

Approved BOF Capital Committee:

Date

Approved BOF:

Date

**TOWN OF SOMERS
CAPITAL EQUIPMENT / PROJECT REQUEST
TYPE D. ACQUISITION**

GOV'T FUNCTION: Board of Selectman
Contact Person: Todd Rolland
Phone: (860)763-8238

Department: Public Works
E-mail: trolland@somersct.gov
Fax: (860)749-3018

Capital Item: Historical Museum Woodwork Repairs and Exterior Painting.

Proposed Acquisition Date: 7/1/2025

Proposed Acquisition Cost: \$45,000.00

1. Description of Capital Item with all accessories, spare parts, and warranties.

Repair the front porch deck and stairs. Scrape and prepare the exterior, and apply one coat of primer and two coats of exterior paint.

2. Projected Useful Life.

25 years

3. Frequency of Use.

Continual

4. Repair Costs – stated on the same basis as Useful Life.

Routine annual maintenance

5. Price/Quality Analysis.

The current front porch is rotted and needs repair. The exterior paint is peeling and coming off. This is a continuation of the roof and window work already completed. In 2023, we applied for a T-Mobile Hometown Grant to fund this project but were unsuccessful.

6. Effect on delivery of service/cost of service if the acquisition is delayed.

The front porch may become unsafe, and the exterior paint will continue to deteriorate, which could damage the siding and trim.

7. Method of Determining Price.

Vendor Quote

Approved BOS: _____



10/3/2024
Date

Approved BOF Capital Committee: _____

Date

Approved BOF: _____

Date

**TOWN OF SOMERS
CAPITAL EQUIPMENT / PROJECT REQUEST
TYPE D. ACQUISITION**

GOV'T FUNCTION: Board of Selectman
Contact Person: Todd Rolland
Phone: (860)763-8238

Department: Public Works
E-mail: trolland@somersct.gov

Capital Item: Make repairs and Improvements to the existing Senior Center.

Proposed Acquisition Date: 7/1/2025

Proposed Acquisition Cost: \$50,000.00

1. Description of Capital Item with all accessories, spare parts, and warranties.

Cabinet Door & Drawer Pulls	750.00	Interior doors	7,500.00
Refrigerator/Freezer	1,700.00	Restroom Door Closers	7,500.00
Electric Stove & Double Oven	3,700.00	Electrical Work	5,000.00
Range hood	900.00	Painting Throughout	15,810.00
Dishwasher	1,400.00	Outdoor Table & chairs	5,000.00
Total			49,260.00

2. Projected Useful Life.
30 years

3. Frequency of Use.
Daily

4. Repair Costs – stated on the same basis as Useful Life.
None

5. Price/Quality Analysis.
With the voters rejecting the referendum for a new Senior Community Center, we are making do with the existing facility. This facility needs repairs and upgrades that we cannot fund through annual budgeting. We have obtained quotes and are requesting funding for these items.

6. Effect on delivery of service/cost of service if the acquisition is delayed.
Without repairs and improvements, the current Senior Center will continue to decline, and its daily use may become impossible.

7. Method of Determining Price.
Vendor Quotes

Approved BOS: 

10/21/24
Date

Approved BOF Capital Committee: _____

Date

Approved BOF: _____

Date

**TOWN OF SOMERS
CAPITAL EQUIPMENT / PROJECT REQUEST
TYPE C. ACQUISITION**

GOV'T FUNCTION: Board of Selectman
Contact Person: Todd Rolland
Phone: (860)763-8238

Department: Public Works
E-mail: trolland@somersct.gov

Capital Item: Mill Pond Fishing Deck

Proposed Acquisition Date: 7/1/2025

Proposed Acquisition Cost: \$8,500.00

1. Description of Capital Item with all accessories, spare parts, and warranties.

The proposed Mill Pond Fishing deck repairs include;

- Remove and replace ramp framing with pressure-treated framing,
- Remove and replace all decking with new Trex Transcend decking,
- Remove and replace horizontal railing members.

2. Projected Useful Life.

15 years

3. Frequency of Use.

Continual

4. Repair Costs – stated on the same basis as Useful Life.

N/A

5. Price/Quality Analysis.

The existing wood decking, railings and ramp have deteriorated to the point of becoming a hazard.

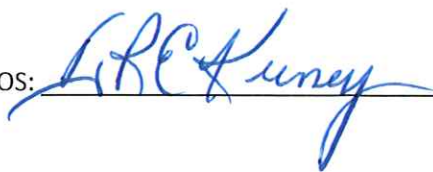
6. Effect on delivery of service/cost of service if the acquisition is delayed.

These are maintenance items that should be completed as soon as possible.

7. Method of Determining Price.

Vendor Quote

Approved BOS:



10/21/24

Date

Approved BOF Capital Committee:

Date

Approved BOF:

Date

Town of Somers

Board of Finance Regular Meeting Schedule 2025

**Meetings begin at 7:00pm and are held in the
Somers Town Hall, Auditorium**

1/28/2025

2/25/2025

3/25/2025

4/22/2025

5/27/2025

6/24/2025

7/22/2025

No meeting in August

9/23/2025

10/28/2025

11/18/2025*

12/16/2025**

*Moved ahead 1 week. 4th Tuesday is the week of Thanksgiving.

**Moved ahead 1 week. 4th Tuesday is Christmas Week.