

**TOWN OF SOMERS
BOARD OF SELECTMEN
REGULAR MEETING MINUTES
Thursday, April 28, 2016
6:00pm
Selectmen's Conference Room**

Call to Order: First Selectman Lisa Pellegrini called the meeting to order at 6:00pm.

Members Present: First Selectman Lisa Pellegrini and Selectmen Kathy Devlin and Bud Knorr, Also present were CFO Mike Marinaccio, Senior Accountant Brian Wissinger, Director of Public Works Todd Rolland and Deputy Director of Recreation Christopher Boucher.

Pledge of Allegiance: All members participated in the Pledge of Allegiance.

Ms. Pellegrini made a motion to move up agenda item "Historical Documents Preservation Grant" to the beginning of the Board of Selectmen meeting per a request by the Town Clerk, seconded by Mrs. Devlin. A unanimous vote followed.

Historical Documents Preservation Grant:

Ms. Pellegrini received a request from the Town Clerk regarding a \$4566.42 Historical Documents Preservation Grant Application. In this case the Town Clerk will be designated as the Applicant and the grant funds will be used to upload additional images of land records to coincide with the current index available for public viewing in the Town Clerk's Office.

Mrs. Devlin made a motion to approve the submission of the \$4566.42 Historical Documents Preservation Grant Application and authorized First Selectman Lisa Pellegrini to sign the grant application designating the Town Clerk as the Applicant, seconded by Mr. Knorr. A unanimous vote followed.

Opportunity to Add Agenda Items:

Ms. Pellegrini made a motion to add the following agenda items for Discussion and Review:

- 1. Staffing – CFO Michael Marinaccio's request to hire a temporary seasonal Revenue Clerk in the Tax Office,*
- 2. Staff Meetings- Selectman Knorr requested opportunity to discuss Annual Staff Meeting,*

Seconded by Mrs. Devlin. A unanimous vote followed.

Staffing:

Ms. Pellegrini received a recommendation from CFO Michael Marinaccio to hire Michael Tolisano to fill the temporary seasonal Revenue Clerk position in the Tax Department.

Mrs. Devlin made a motion to hire Michael Tolisano to fill the temporary seasonal Revenue Clerk position in the Tax Department, seconded by Mr. Knorr. A unanimous vote followed.

Staff Meetings:

Selectman Knorr requested that an Annual Staff Meeting be scheduled in the near future between Town Government Staff and the Board of Selectmen.

Recreation Update:

2016 Summer Program Guide

Deputy Director of Recreation Christopher Boucher presented the 2016 Somers Recreation Summer Program Guide and discussed recreation and camp programs, staffing, fees and goals with the Selectmen.

Mrs. Devlin made a motion to approve the 2016 Summer Program Guide and Summer Camp Fee Schedule as proposed, seconded by Mr. Knorr. A unanimous vote followed.

Summer Camp Staffing:

Deputy Director Christopher Boucher recommended the following candidates to be hired to staff the Town of Somers 2016 Summer Day Camp:

Mrs. Devlin made a motion to approve the hiring of the following Recreation Summer Camp Staff for 2016, seconded by Mr. Knorr. A unanimous vote followed.

Summer Day Camp:

Director

Rachel Boulette

Assistant Director

Kyle Foster

Counselors:

Erin Eastwood, Caroline Gamble, Dinea Frasca, Anthony Mottolese, Peyton Teske, Tyler Tolisano, Logan Miller, Andre Levesque

Small Fry Camp:

Director

Hannah Christian

Counselors

Thomas Christian, Samantha Hojnowski, Michael Emery

Job Description for Recreation Coordinator:

Deputy Director Christopher Boucher presented the proposed Recreation Coordinator job description for approval and requested authorization to post for a new part time Recreation Coordinator. The Board discussed and reviewed the job description and made a couple of minor changes.

Mrs. Devlin made a motion to approve the proposed Recreation Coordinator job description with the changes agreed upon and to authorize Mr. Boucher to post the position for the part time Recreation Coordinator, seconded by Mr. Knorr. A unanimous vote followed.

Job Description for Deputy Director of Recreation:

Mrs. Devlin made a motion to approve the finalized Deputy Director of Recreation Job Description, seconded by Mr. Knorr. A unanimous vote followed.

Somers Recreation Department Golf Tournament:

Deputy Director of Recreation Christopher Boucher was pleased to announce Somers Recreation Department will be hosting the first ever CELEBRATE SOMERS Golf Tournament at Cedar Knob Golf Course on Saturday, June 25th. Mr. Boucher explained the proceeds of the event will support Somers Parks & Recreation and help them continue to offer recreational programs, activities and opportunities in the Somers Community.

Camp Ayapo Forestry Plan:

Mr. Knorr made a motion to accept the Camp Ayapo Forestry Plan as recommended by the Open Space and Trails Committee and to approve the posting of the Plan on the website, seconded by Mrs. Devlin. A unanimous vote followed.

Local Traffic Authority – Traffic Control Requirements:

Ms. Pellegrini received a recommendation from Lt. Claudio requesting LTA approve the attached Town of Somers Traffic Control Requirements Policy.

Mrs. Devlin made a motion to authorize Local Traffic Authority Approval on the attached Town of Somers Traffic Control Requirements Policy, seconded by Mr. Knorr. A unanimous vote followed.

Boards and Commissions – Resignations & Appointments:

Ms. Pellegrini received resignations from Amanda Vesce and Liz Iadorola from the Ethics Commission.

Mrs. Devlin accepted the resignations from Amanda Vesce and Liz Iadorola effective April 26, 2016 with regrets and much thanks for service, seconded by Mr. Knorr. A unanimous vote followed.

Performance Evaluations:

Ms. Pellegrini distributed Police Officer Performance Evaluations submitted to her by Lt. Claudio; Lt. Claudio is requesting authorization to use the Evaluation forms for performance on the police officers.

Mrs. Devlin made a motion to approve the Police Officer Performance Observation Report for the Town of Somers Police Officers, seconded by Mr. Knorr. A unanimous vote followed.

Meals on Wheels:

Ms. Pellegrini explained during recent Directors meeting Human Services Director Deanna Schuetz presented a concern of rumors the Plaza was being sold/closed and they would not have Meals on Wheels program. The Board of Selectmen reviewed and discussed the Meals on Wheels program and took into consideration the concerns made by Ms. Schuetz, they Board agreed that it would benefit the town to be proactive and proceed to get on the CRT waiting list, just in case the Plaza is sold/closed.

Mr. Knorr made a motion to authorize the Human Services Director to proceed to get on the CRT waiting list for the Meals on Wheels program, seconded by Mrs. Devlin. A unanimous vote followed.

Inter-town Capital Equipment (ICE) Program:

Mrs. Devlin made a motion to approve the Inter-Town Capital Equipment (ICE) Program application for a Hot Box Pavement Recycling Patch Unit and to also forward to CIP, seconded by Mr. Knorr. A unanimous vote followed.

Selectmen's Update:

Ms. Pellegrini commented that she will not be available the day of the Annual Town Meeting on May 3rd at 7:00pm; Selectman Kathy Devlin will lead the meeting in her place.

FOI Requests:

Ms. Pellegrini stated that the Town Clerks office received 2 Freedom of Information (FOI) Requests from Michael Bushior, 1st FOI was a request for all Town personnel salaries and 2nd FOI regarding the town's computer system.

Tax Sale:

Ms. Pellegrini remarked that the Tax Sale for the 40 Maple Street was initiated.

Authorization of Scheduled Payments:

Mrs. Devlin made a motion to approve the Authorization of Scheduled Payments in the amount of \$321,396.02, seconded by Mr. Knorr a unanimous vote followed.

Transfers/Appropriations: None

Minutes: Tabled until next meeting.

Mrs. Devlin made a motion to adjourn the Board of Selectmen meeting at 7:25, seconded by Ms. Pellegrini. The motion passed and the meeting was adjourned.

Respectfully Submitted,

Kim LaFleur-Recording

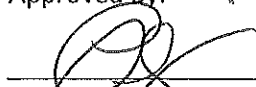
Minutes are not official until accepted at a subsequent meeting.

TOWN OF SOMERS
TRAFFIC CONTROL REQUIREMENTS

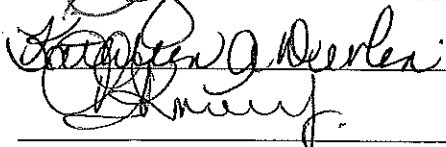
- A. When excavation, construction or repair of or on any public roadway, street or sidewalk, or the destruction of any building within the Town of Somers, (herein after referred to as "Repair Work") creates or may create a hazard or inconvenience to vehicular or pedestrian traffic or in any way causes or may cause a hazard to the public safety, the Police Administrator, Director of Public Works or Director of Land Use may direct the person(s) so engaged to provide uniformed Police Officers, Certified Flaggers or appropriate barricades with barricade warning lights.
- B. This rule requires the use of uniformed Police Officers for traffic control on the following principal roads:
- Route 190 (Main Street)
 - Route 83 (Springfield Road/South Road)
 - Avery Road
 - Battle Street
 - Billings Road
 - Egypt Road
 - Field Road
 - Four Bridges Road
 - George Wood Road
 - Gulf Road
 - Hall Hill Road
 - Maple Street
 - Mountain View Road
 - Ninth District Road
 - Pinney Road
 - Pioneer Heights
 - Sokol Road
 - Vision Boulevard
 - Additional Roads may be included/added at the discretion of the Somers Police Department
- C. The Police Administrator may require that the person(s) engaged in Repair Work first utilize Officers of the Somers Police Department. The expense of such police protection shall be paid by the entity engaged in such Repair Work at rates determined by the Town.
- D. Notwithstanding any other provisions of this rule, any Repair Work performed by the Connecticut Department of Transportation, the Town of Somers or any of its offices or agents, or initiated by the Town of Somers or any of its offices or agents, may utilize properly equipped and trained Municipal employees or agents of the Municipality as Flaggers.

Approved By:

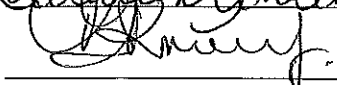
Effective Date: 4/28/16



Lisa Pellegrini, First Selectman



Kathleen Devlin, Selectman



Bud Knorr, Selectman