

**TOWN OF SOMERS
BOARD OF SELECTMEN
REGULAR MEETING MINUTES
Thursday, November 10, 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 in attendance were Senior Accountant Brian Wissinger, Assessor Walter Topliff, Building Official John Collins and Deputy Director of Recreation Christopher Boucher.

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

CRCOG Crumbling Concrete Ad Hoc Committee Update:

Ms. Pellegrini co-chairs the Capitol Region Council of Governments (CRCOG) Crumbling Concrete Ad Hoc Committee with Tolland Town Manager Steve Werbner. She provided an update on the work being done by the Committee in an effort to assist homeowners faced with crumbling concrete foundations. She shared with the Selectmen the Four Steps for Municipalities Facing the Issue of Crumbling Foundations, a document that discusses:

1. What is it? – What causes crumbling foundations
2. What is required? – Collecting concrete provider and concrete placement contractor information.
3. Where can a Town find help? – <http://crcog.org/crumbling-foundations>
4. What else? –Register with DCP. Support CRCOG Legislative Agenda.

She also discussed the Committee's recommendation to municipalities to adopt guidelines regarding Assessments related to Crumbling Foundations and for Fee Waivers regarding building fees related to Crumbling Foundations.

Discussion and Possible Approval of Recommended Tax Assessment Guidelines:

The Board discussed with Assessor Walter Topliff the proposed CRCOG Crumbling Concrete Ad Hoc Committee adopted guidelines and the effect it would have on the Town. The Assessor recommended the Board support the guidelines.

Mrs. Devlin made a motion to approve the "Guidelines Regarding Assessments Related to Crumbling Foundations" (See Attached), seconded by Mr. Knorr. A unanimous vote followed.

Discussion and Possible Approval of Recommended Guidelines for Building Fee Waivers:

The Board discussed with Building Official John Collins the proposed CRCOG Crumbling Concrete Ad Hoc Committee adopted guideline and the effect it would have. The Building Official recommended the Board support the guidelines.

Mrs. Devlin made a motion to approve the "Recommended Guidelines for Fee Waivers in Town Affected by Crumbling Foundations", seconded by Mr. Knorr. A unanimous vote followed.

Mr. Topliff and Mr. Collins left the meeting at this time.

Recreation Update with Deputy Director Chris Boucher:

Deputy Recreation Director Chris Boucher presented to the Board an overview of the Somers Recreation Program which included a comparison of the 2015 and 2016 Programs revenues and expenses, a summary of 2016 Youth Summer Camp Programs and a summary of future recreational opportunities.

Mr. Boucher also discussed the Field Usage Policy and requested the Policy be updated to include a change in language adopted at the Recreation Commission's meeting on November 7th, 2015. The only change is the language relating to Affiliated organizations tax returns on page two. They removed the requirement that affiliated organizations provide a copy of their prior year's tax returns and adopted a requirement that they provide evidence of non-profit status instead.

Mrs. Devlin made a motion to approve the updated Field Usage Policy as proposed above, seconded by Mr. Knorr. A unanimous vote followed.

Mr. Boucher left the meeting at this time

FFY 2016 State Homeland Security Grant memorandum of Agreement and Authorizing Resolution:

Mrs. Devlin made a motion to approve the FFY 2016 State Homeland Security Grant Memorandum of Agreement and to approve the resolution authorizing First Selectman Lisa Pellegrini to sign any and all associated documents relating to this grant, seconded by Mr. Knorr. A unanimous vote followed.

Building Security improvements:

Selection of Vendors:

Director of Public Works Todd Rolland discussed the bids received regarding the Town Security System Improvements and recommends Total Protection be chosen as the winning bid. Total Protection currently services the Town's Fire and Security alarms and has been responsive to the Town's needs.

Mrs. Devlin made a motion to accept the recommendation and approve Total Protection as the winning bidder to supply the Town with security system improvements, seconded by Mr. Knorr. A unanimous vote followed.

CIP Request:

Director of Public Works Todd Rolland proposed a CIP Request for Security Improvements at Town Hall and Public Works in the amount of \$26,000.

Mr. Knorr made a motion to approve the CIP Request for Security Improvements at Town Hall and Public Works in the amount of \$26,000.00 and to forward it to the CIP Committee for approval, seconded by Mrs. Devlin. A unanimous vote followed.

Eversource Release and Authorization of Automatic Installation of LED Equipment on Utility Owned Streetlights:

Mrs. Devlin made a motion to authorize First Selectman Lisa Pellegrini to sign the Eversource Release and Authorization of Automatic Installation of LED Equipment on Utility Owned Streetlights, seconded by Mr. Knorr. A unanimous vote followed.

Correspondence:

Boards and Commissions – Resignations and Appointments:

Ms. Pellegrini received a letter from Ms. Sandra Grabierz with a wish to not be considered for reappointment to the Cultural Commission once her term ends in December 2016.

Mrs. Devlin made a motion to accept the wish with regrets and many thanks for service, seconded by Mr. Knorr. A unanimous vote followed.

Selectmen's Update:

Mrs. Devlin would like to send out thank you letters to all the poll workers for doing such a wonderful job the day of the Presidential Election.

Authorization of Scheduled Payments:

Mrs. Devlin made a motion to approve the Authorization of Scheduled Payments in the amount of \$176,829.52, seconded by Mr. Knorr. A unanimous vote followed.

Minutes for Approval:

October 26, 2016 Special Board of Selectmen Meeting Minutes

November 1, 2016 Special Board of Selectmen Meeting Minutes

Mrs. Devlin made a motion to approve the October 26, 2016 Special Board of Selectmen Meeting Minutes and the November 1, 2016 Special Board of Selectmen Meeting Minutes, seconded by Mr. Knorr. A unanimous vote followed.

Transfers/Appropriations:

Adjournment:

Ms. Devlin made a motion to adjourn the meeting at 7:15pm, seconded by Mr. Knorr. A unanimous vote followed.

Respectfully Submitted,

Kim LaFleur-Recording

Minutes are not official until accepted at a subsequent meeting.

CRCOG Ad-Hoc Working Committee on Crumbling Foundations

Guidelines Regarding Assessments Related to Crumbling Foundations

Numerous towns have experienced crumbling foundations. The passage of HB 5280 allows for homeowners to adjust their assessments who have experienced this problem. ***CRCOG's Ad-Hoc Working Committee on Crumbling Foundations is putting forth the following guidelines in an attempt to enable the impacted communities to act as consistently as possible.***

CRCOG's Ad-Hoc Working Committee along with assessors of many of the towns have agreed on the following as guidelines for towns for the following reasons:

- 1) There has not been enough home sales that have this problem to establish market data of the actual fluctuations in home values
- 2) The homeowner's change in assessment is valid for five years, but the homeowner may request a reassessment based on changes or advancement of the problem.

The following suggested depreciation schedule has been agreed upon by the majority of assessors in the affected towns:

Level A (documented to be "defective" - no sign of problems), 20% (requires a petrographic analysis to establish that the problem actually exists)

Level B (minor degradation- no repair required), 60%

Level C (minor to moderate degradation- repair suggested/recommended), 75%

Level D (moderate to severe degradation- significant repairs required), 90%

Level E (severe degradation- imminent threat of failure), 100%

This discount is recommended off of the building value. A minority of assessors feel that the devaluation value could be applied as a percentage off an estimate cost to cure (of about \$800 per linear foot), but the majority prefers the building value as that is more defensible and is a standardized measure, not subject to numerous variations.

The guidelines below were adopted by CRCOG's ad-hoc working group on crumbling foundations on November 3, 2016 in order to help towns who are considering fee waivers for homes that are affected by crumbling foundations.

Recommended Guidelines for Fee Waivers in Towns Affected by Crumbling Foundations

1. Waive all permitting fees related to crumbling foundations (excluding required state fees)
2. Allow the building official to determine which fees of the project relate to crumbling foundations including related electrical, plumbing or other permitting fees
3. Recommend building official exclude fees related to enhancements that are not a direct replacement (for example, adding a bathroom that was not there previously)
4. If desired, the building official may conduct a pre-inspection to clarify what is or not included in any fee waivers
5. Recommend notifying the homeowner that the fee waiver has occurred (either by letter or within the copy of the documentation that is sent to the homeowner and contractor).
6. The simplest approach is to waive the fees on a going forward basis after the date of passage of the fee waiver. There could be a number of different circumstances that would make it desirable for a town to retroactively approve fee waivers, however, each town may have had a variety in the level of activity in replacing defective concrete and a variety of complications may arise that relate to attempting retroactivity. Recommend any retroactive granting of fee waivers be decided at the individual town level.
7. Building officials generally felt that the waiver should go to the applicant, with notice to the homeowner. One town prefers reimbursing homeowner directly for the fee after the completion of the work.

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

GOV'T FUNCTION: Board of Selectman

Department: Public Works

Contact Person: Todd Rolland

E-mail: trolland@somersct.gov

Phone: (860)763-8238

Fax:

Capital Item: Security Improvements at Town Hall and Public Works

Proposed Acquisition Date: 01/01/2017

Proposed Acquisition Cost: \$26,000.00

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

○ Town Hall Burglar Alarm w/ 3 panic buttons	8,050.00
○ Town Hall Camera's	5,115.00
○ Town Hall ADA compliant front door openers	2,100.00
○ Public Works Burglar Alarm w/ 2 panic buttons	6,290.00
○ Public Works Cameras	4,445.00

2. Projected Useful Life.

20 + years

3. Frequency of Use.

24 hours per day, 365 days per year.

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

Only maintenance costs are routine checks such as aiming the motion detectors and cleaning the key pads which will be completed by DPW staff.

5. Price/Quality Analysis.

The burglar alarms and cameras are Hikvision products. Hikvision is the world's largest supplier of video surveillance products and components. They are a top quality commercial grade supplier and in wide use. Our installer is Total Protection out of Enfield. Total Protection is our current vendor for Fire Alarms thru-out town and security systems at the Police4 Department and Senior Center. Total Protection has been very receptive of our needs and has served Somers well for many years.

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

Current quote would expire

7. Method of Determining Price.

Vendor bids

Approved by BOS / BOE

_____ Date

Authorization _____

_____ Date

Approved BOF Capital Committee: _____
Chairman

_____ Date

Approved BOF: _____
Chairman

_____ Date