

**TOWN OF SOMERS
BOARD OF SELECTMEN
REGULAR MEETING MINUTES
Thursday, December 1, 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, Director of Public Works Todd Rolland and Deputy Director of Recreation Chris Boucher.

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

2017 Board of Selectmen Regular Meeting Dates: (see attached)

Mrs. Devlin made a motion to approve the proposed 2017 Board of Selectmen Regular Meeting Dates, seconded by Mr. Knorr. A unanimous vote followed.

2017 Holiday Schedule: (see attached)

Mrs. Devlin made a motion to approve the proposed 2017 Holiday Schedule, seconded by Mr. Knorr. A unanimous vote followed.

Poll-worker Payroll Policy:

Ms. Pellegrini stated that a new policy has been created to ensure Election Day Poll Workers are paid in a timely manner.

Mr. Knorr made a motion to approve the Volunteer Election Worker Payroll Policy effective December 1, 2016, seconded by Mrs. Devlin. A unanimous vote followed.

Consideration & Possible Action Regarding Promotion of Deputy Recreation Director:

Ms. Pellegrini and Director of Public Works Todd Rolland both recommend the promotion of Deputy Recreation Director Chris Boucher to Director of Recreation.

Mrs. Devlin made a motion to accept the recommendation and approved the promotion of Chris Boucher to Director of Recreation effective December 11, 2016, seconded by Mr. Knorr. A unanimous vote followed.

Recreation Director Job Description:

Ms. Pellegrini presented for approval a proposed job description for Recreation Director.

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

Consideration & Possible Action on Recommendation to increase compensation for Assessor's Assistant:

CFO Michael Marinaccio proposed a 1.5% wage increase for Assessor's Assistant Karen Neal. Mr. Marinaccio states that Ms. Neal's performance has been consistently solid and she has proven to be a valuable member of the finance team.

Mrs. Devlin made a motion to accept the recommendation and approved a 1.5% wage increase for Karen Neal effective December 11, 2016, as well as for a \$300 lump sum time bonus, seconded by Mr. Knorr. A unanimous vote followed.

Discussion & Anticipated Action Regarding Assignment of Zoning Commission Staff Liaison:

Ms. Pellegrini received a recommendation from Town Engineer Jeff Bord to have Jennifer Roy become the Liaison to the Zoning Commission effective January 1, 2017. This was made after a

review of the present Land Use Department operation and staffing for the Liaison to the Zoning Commission. All affected Land Use Staff Members are receptive to the reassignment of staff. The current Liaison, John Collins, will remain as Liaison until January 1, 2017 and will assist during the transition. Mr. Bord will also assist Ms. Roy as needed and attend meetings as needed and continue to consult with the Town Attorney when necessary. Ms. Pellegrini explained that changes in salary for both Ms. Roy and Mr. Collins are proposed due to the changes in duties. ***Mrs. Devlin made a motion to approve the appointment of Jennifer Roy as the Liaison to the Zoning Commission effective January 1, 2017, and noted that John Collins will step down as Liaison to the Zoning Commission effective January 1, 2017, seconded by Mr. Knorr. A unanimous vote followed.***

2017 Strategic Planning Initiative:

Ms. Pellegrini shared with the Selectmen her desire to begin a 2017 Strategic Planning Initiative which would include the discussion of items such as Facility Building Assessments, Routes 190 & 83 Intersection Improvements, Youth Services Department, Planning and Zoning Regulations Reviews and Revisions and a Master Plan for Economic Development. She asks the Board to begin thinking of items for discussions at future meetings. Both Selectmen are receptive.

Boards and Commissions – Resignations and Appointments:

Ms. Pellegrini stated the Board of Selectmen received the final report from the Camp Aya-Po Strategic Planning Committee.

Mrs. Devlin made a motion to disband the Camp Aya-Po Strategic Planning Committee with thanks and appreciation for service, seconded by Mr. Knorr. A unanimous vote followed.

Selectmen's Update:

Ms. Pellegrini received a recommendation from Deputy Recreation Director Chris Boucher requesting approval from the Board of Selectmen to hire Mr. Evan Woicik and Mr. Andre Levesque as part-time seasonal Site Coordinators for the 2016-2017 Youth Basketball Season.

Mrs. Devlin made a motion to approve the recommendation to hire Evan Woicik and Andre Levesque as part time seasonal Site Coordinators for the 2016-2017 Youth Basketball Season, seconded by Mr. Knorr. A unanimous vote followed.

Authorization of Scheduled Payments:

Mrs. Devlin made a motion to approve the Authorization of Scheduled Payments in the amount of \$255,084.42, seconded by Mr. Knorr. A unanimous vote followed.

Minutes For Approval:

November 10, 2016 Regular Board of Selectmen Meeting Minutes:

Mrs. Devlin made a motion to approve the November 10, 2016 Regular Board of Selectmen Meeting Minutes, seconded by Mr. Knorr. A unanimous vote followed.

Transfers/Appropriations: None

Adjournment:

Ms. Pellegrini made a motion to adjourn the meeting at 6:53pm, seconded by Mr. Knorr. A unanimous vote followed.

Respectfully Submitted,
Kim LaFleur-Recording

Minutes are not official until accepted at a subsequent meeting.

**TOWN OF SOMERS
BOARD OF SELECTMEN
2017 REGULAR MEETING DATES
Every other Thursday Evening at 6:00 pm
*January & February every Tues and Thursday at 1:00pm***

January

1:00pm – 3rd, 5th, 10, 12th, 17th, 19th, 24, 26th & 31st
6:00 pm – 12th and 26th

February

1:00pm – 2nd, 7th, 9th, 14th, 16th, 21st, 23rd, 28th
6:00pm – 9th and 23rd

March

9th and 23rd

April

6th and 20th

May

4th and 18th

June

1st, 15th and 29th

July

13th and 27th

August

10th and 24th

September

7th and 21st

October

5th and 19th

November

2nd, 16th and 30th

December

14th and 28th

Meetings are held in the Selectmen's Conference Room unless otherwise noted in the published agenda.

**TOWN OF SOMERS
INTEROFFICE MEMO**

DATE: 11/29/16
TO: ALL TOWN OF SOMERS EMPLOYEES
CC: BOARD OF SELECTMEN
FROM: KIM LAFLEUR
RE: 2017 HOLIDAY SCHEDULE

Please keep this as notice of the 2017 Holiday schedule. Town Hall and non-essential operations will be closed for business on these dates.

TOWN OF SOMERS - 2017 HOLIDAY SCHEDULE

HOLIDAY	OBSERVED ON
New Year's Day 2017	Monday, January 2, 2017
Martin Luther King, Jr. Day	Monday, January 16, 2017
Lincoln's Birthday	Monday February 13, 2017
Washington's Birthday	Monday, February 20, 2017
Good Friday	Friday, April 14, 2017 FLOATER
Memorial Day	Monday, May 29, 2017
Independence Day	Tuesday, July 4, 2017
Labor Day	Monday, September 4, 2017
Columbus Day	Monday, October 9, 2017
Veterans Day	Friday, November 10, 2017 FLOATER
Thanksgiving Day	Thursday, November 24 & Friday Nov. 25
Christmas Day	Monday, December 25, 2017

The first Holiday (New Year's Day) for 2018 falls on Monday, January 1, 2018

Floating Holiday's - Please Note floating holiday's must be used within the 2017 calendar year and be noted on your time card as a Floating holiday