

**TOWN OF SOMERS  
BOARD OF SELECTMAN  
REGULAR MEETING MINUTES  
February 17, 2022  
6:00pm  
Town Hall Lower Level Auditorium**

- A.) CALL TO ORDER: First Selectman Tim Keeney called the meeting to order at 6:00pm.**
1. Pledge of Allegiance – all members participated in the Pledge of Allegiance
  2. Roll Call – First Selectman Tim Keeney, Selectmen Bill Meier and Bob Schmidt, CFO Michael Marinaccio, Assistant Finance Director Brian Wissinger, Recreation and Leisure Director Maureen Parsell, Director of Veterans Affairs David McCaffrey, Library Director Joanne Nichting and members of the Library Board.
- B.) PUBLIC COMMENT:**
1. Public Comment: **None**
- C.) EXECUTIVE SESSION: NONE**
- D.) PRESENTATIONS BY THE FIRST SELECTMAN**
- ARPA Small Business and Non Profit Grant Program Kick-off Ceremony: Mr. Keeney announced the kick off meeting will be held on February 22, 2022 at 1:00pm here at Town Hall joining the Board of Selectmen will be U.S. Congressman Courtney, Senator Kissel, State Rep Vail and U.S. Senator Blumenthal along with local business owners and non-profits organizations.
- E.) CONSENT AGENDA**
1. Boards and Commissions: Appointments/Resignations
- F.) OPPORTUNITY TO ADD URGENT AGENDA ITEMS**
- Mr. Keeney requested to add an item to the agenda - Selectmen Access to information from Town Employees Policy with some Added Language.
- Mr. Meier made a motion to add to the agenda discussion on the adopted policy concerning Selectmen Access to information from Town Employees, Seconded by Mr. Schmidt. The motion unanimously passed.**
- Mr. Keeney presented the modifications he made to the policy for consideration after review by the Town Attorney. A lengthy discussion followed.
- Mr. Meier made a motion to put in affect the original adopted policy concerning Selectmen access to information from Town Employees to be effective immediately and the policy be distributed and posted as appropriate, seconded by Mr. Schmidt. Mr. Keeney opposed the motion. The motion passed.***
- Mr. Meier made a motion to add agenda item: Discussion on Building Official Job Description and posting of the position, seconded by Mr. Schmidt. The motion unanimously passed.***
- Mr. Meier made a motion to approve the presented Job Description for the Building Official with the following modifications: that the job will be posted for part time and not to exceed 20 hours per week with an hourly range of \$38.46 –\$ 48.08 per hour as recommended by the First Selectman, seconded by Mr. Schmidt. The motion unanimously passed.***
- Mr. Meier made a motion to add an agenda item: Discussion and possible action on the Land Use Director Job Description, seconded Mr. Schmidt. The motion unanimously passed.***

**Mr. Meier made a motion to amended the addition of the agenda item above to discuss the job descriptions of all Directors and to make modifications to those job descriptions. The motion unanimously passed.**

**Mr. Meier made a motion to modify the job descriptions of the 8 directors: CFO, Fire Chief, Director of Public Works, Recreation & Leisure Director, Social Services, Operations Director, Land Use Director and Police Administrator, proposed at the top of each Directors job description they be consistent to say: Reports to the Board of Selectmen, and then to add under position summary that states day to day supervision is received by the First Selectmen under the supervision of the Board of Selectmen. Seconded by Schmidt. Mr. Keeney opposed the motion. The motion passed. Mr. Meier commented the Library Directors Job Description was ok as it reports to both the Board of Selectmen and the Library Board.**

**G.) FINANCE REPORT**

1. Transfers/Amendments

**Mr. Meier made a motion to approve the transfer in the amount \$10,000 from separation payout to the separation benefit fund as recommended by the finance office, seconded by Mr. Schmidt. A discussion followed. The motion unanimously passed.**

2. CFO Finance Report/Updates – Mr. Marinaccio provided an update on the ARPA summary report which shows of the allocations that have been spent. A Discussion followed.

3. Presentation and approval of scheduled payments

**Mr. Schmidt made a motion to approve the authorization of scheduled payments in the amount of \$183,320.86, seconded by Mr. Meier. The motion unanimously passed.**

**H.) UPDATES FROM BOARDS AND COMMISSIONS - None**

**I.) PENDING BUSINESS- None**

**J.) NEW BUSINESS**

1. Staffing Request from Recreation and Leisure to Hire Two Per Diem Dial-A-Ride Drivers.

Ms. Parsell requested to Hire Patricia Perry and Russ Desrosier for the position of per diem Dial-A-Ride Driver with an hourly salary of \$14.75.

**Mr. Meier made a motion to approve the request to hire Patricia Perry and Russ Desrosier for the per diem Dial-A-Ride Driver position at \$14.75 an hour, seconded by Mr. Schmidt. A discussion followed. The motion Unanimously passed.**

2. Separation Payout for Recent Employee Departure: Mr. Keeney presented the payout amount for former First Selectman Bud Knorr in the amount of \$2,996.00. A discussion followed.

**Mr. Meier made a motion that the Board of Selectman authorize the separation payout to former First Selectman Bud Knorr in the amount of \$2,996.00 in accordance with the recommendation and analysis performed by the Towns Labor Attorney which is equivalent to 7 and half sick days, seconded by Mr. Schmidt. The motion unanimously followed.**

3. Review of Library Request for Immediate Minimum Salary Increases:

**Mr. Schmidt made a motion to approve the salary increases for Donna Blais, Michelle Hoyt and Lauren Mule to \$16.00 and to reduce the two vacant positions to \$16.00 per hour effective 2/13/2022, seconded by Mr. Meier. The motion unanimously passed.**

4. Budget Workshop

- a. Library – Ms. Nichting Library Director presented the FY 2022/23 Library Budget for consideration. A discussion followed.
- b. Department of Public Works – The Board reviewed and discussed the Public Works updated numbers. Mr. Rolland was not available.  
Veteran Affairs – Mr. McCaffrey presented the FY 2022/23 Veterans Budget for consideration. A discussion followed.
- c. Salary Administration Discussion: The Board reviewed and discussed the salary administration.

**K.) APPROVAL OF MINUTES**

Approval of Minutes of February 10, 2022 Regular Meeting of the Board of Selectmen.

The Board of Selectmen waives the reading of the minutes of the Regular Meeting from February 10, 2022 and that minutes of said meeting be approved.

***Mr. Schmidt made a motion to approve the Minutes of February 10, 2022 as presented, seconded by Mr. Meier. the motion unanimously passed.***

**L.) ADJOURNMENT**

***Mr. Keeney made a motion to adjourn the meeting at 8:35pm, seconded by Mr. Meier. The motion unanimously passed.***

Respectfully Submitted,

Kim LaFleur-Recording

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