

**TOWN OF SOMERS
BOARD OF SELECTMAN
REGULAR MEETING MINUTES
Thursday, June 15, 2023
Town Hall Auditorium**

- A.) CALL TO ORDER:** First Selectman Tim Keeney called the meeting to order at 6:00 pm.
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, Public Works Director Todd Rolland, Zoning Enforcement Officer Jen Roy, and several members of the Fire Department.
- B.) PUBLIC COMMENT:**
1. Public Comment: None
- C.) PRESENTATIONS BY THE FIRST SELECTMAN – none**
- D.) CONSENT AGENDA**
1. Boards and Commissions: Appointments/Resignations: None
- E.) OPPORTUNITY TO ADD URGENT AGENDA ITEMS – None**
- F.) FINANCE**
- a) Transfers and Appropriations
Mr. Meier made a motion to approve the Appropriation Request in the amount of \$28,080. For the Emergency Management Director's salary, seconded by Mr. Schmidt. The motion unanimously passed.
 - b) CFO Finance Report/Updates:
Mr. Wissinger provided an update on Tax Collections, FY24 State Budget, and Information Technology.
 - c) Presentation of Scheduled Payments
Mr. Schmidt made a motion to approve the scheduled payments in the amount of \$241,722.10, seconded by Mr. Meier. The motion passed unanimously.
- G.) UPDATES FROM BOARDS AND COMMISSION – None**
- H.) PENDING BUSINESS – None**
- I.) NEW BUSINESS**
1. Discussion and Action to Implement the Salary Pay Pool as Presented.
Mr. Schmidt made a motion to approve the salary pay pool as presented, seconded by Mr. Meier. The motion unanimously passed.
 2. Town Assessor Report on Homeowners and Disabled Program.
Karen Neal, Town Assessor, reported on the Homeowners and Disabled Program.
 3. Appointment Panel Recommendation to Appoint Brian Wissinger as the Chief Financial Officer with an effective date of July 1, 2023.
First Selectman Keeney presented the recommendation letter to appoint Brian Wissinger as Chief Financial Officer; the Appointment Panel consisted of three members, First Selectman Tim Keeney, Michael Parker, Chairman of the Board of Finance, and John Mailhot, a Pension Committee member, and a resident of Somers.
Mr. Meier made a motion to appoint Brian Wissinger as the Chief Financial Officer and Treasurer with an effective date of July 1, 2023, seconded by Mr. Schmidt. The motion unanimously passed.

4. Approval of Assistant Treasurer Job Description. Brian Wissinger
Mr. Meier made a motion to approve the Assistant Treasurer job description as presented, seconded by Mr. Schmidt. The motion unanimously passed.

Mr. Meier made a motion to add to the agenda, appointing Michael Marinaccio as the Assistant Treasurer, seconded by Mr. Schmidt. The motion unanimously passed.

Mr. Meier made a motion to appoint Michael Marinaccio as the Assistant Treasurer effective July 1, 2023, with an annual salary of \$87,000., seconded by Mr. Schmidt. The motion unanimously passed. The Board thanked Mr. Marinaccio for staying on through the transition.
5. Approval of Accountant Job Description. Brian Wissinger
Mr. Meier made a motion to approve the Accountant job description as presented, seconded by Mr. Schmidt. The motion unanimously passed.

Mr. Schmidt made a motion to add to the agenda, appointing Danielle Urbon to the Accountant position with an annual salary of \$60,000. Effective July 1, 2023, seconded by Mr. Meier. The motion unanimously passed.

Mr. Schmidt made a motion to appoint Danielle Urbon to the Accountant position, seconded by Mr. Meier. The motion unanimously passed.
6. Presentation of Preliminary Dates for Appropriation and Bond Timeline for the November 7, 2023, Referendum Vote. Brian Wissinger/Michael Marinaccio
Mr. Marinaccio presented the Bonding timeline for the November 7, 2023, Referendum Vote.
7. Accept the resignation of Cecelia Becker, Reference Librarian, effective August 1, 2023.
Mr. Schmidt made a motion to accept the resignation of Cecelia Becker, Reference Librarian, effective August 1, 2023, seconded by Mr. Meier. The motion unanimously passed.
8. Land Use Reorganization Proposal. Todd Rolland
Mr. Schmidt made a motion to approve the Reorganization of Land Use, seconded by Mr. Meier. The motion unanimously passed.
9. Approval of Director of Land Use and Public Works Job Description. Todd Rolland
Mr. Meier made a motion to approve the Director of Land Use and Public Works job description as presented, seconded by Mr. Schmidt. The motion unanimously passed.

Mr. Meier made a motion to add to the agenda, appointing Todd Rolland as the Director of Land Use and Public Works, seconded by Mr. Schmidt. The motion unanimously passed.

Mr. Meier made a motion to appoint Todd Rolland as the Land Use Director and Public Works, effective June 18, 2023, with a salary of 137,000, seconded by Mr. Schmidt. The motion unanimously passed.
10. Approval of Assistant Land Use Director/Zoning Enforcement Officer Job Description.
Mr. Schmidt made a motion to approve the Assistant Land Use Director/Zoning Enforcement Officer Job Description as presented, seconded by Mr. Meier. The motion unanimously passed.

Mr. Meier made a motion to add to the agenda, Appointing Jen Roy as the Assistant Land Use Director/Zoning Enforcement Officer, seconded by Mr. Schmidt. The motion unanimously passed.

Mr. Meier made a motion appointing Jen Roy as the Assistant Land Use Director/Zoning Enforcement Officer, Retroactive to May 7, 2023, at a prorated salary of \$80,000. Annually, seconded by Mr. Schmidt. The motion unanimously passed.

11. Building Inspection Service Proposal. Mr. Rolland presented the Building Inspection Service proposal.
12. Approval of the Intermunicipal Agreement between the Town of Somers and the Town of Stafford for Building Official Services.
Mr. Meier made a motion to approve the Intermunicipal Agreement between the Town of Somers and the Town of Stafford, seconded by Mr. Schmidt. The motion unanimously passed.
13. Appointment of Glen Setzler as the Somers Building's Official.
Mr. Meier made a motion to appoint Glen Setzler as the Somers Building Official, effective June 16, 2023, seconded by Mr. Schmidt. The motion unanimously passed.

Transfer Request of \$4,290.00

Transfer from Land Use Regular Salaries to Fire Department Regular Salaries. This request covers the additional cost of Fire Marshall services being provided to the Town of Stafford as part of the Intermunicipal Agreement for Building Official services. This transfer is based on the average blended rate of all certified Fire Marshalls in the Town of Somers (\$33.00) for 10 hours per week for 13 weeks, half of the length of the agreement. This was an unbudgeted expense. A comparison of the actual cost to transfer will be performed at the point to determine any additional requests needed.

Mr. Schmidt made a motion to approve the transfer request for \$4,290, seconded by Mr. Meier. The motion unanimously passed.

Mr. Schmidt made a motion to authorize the First Selectman to sign the internuncial Agreement, seconded by Mr. Meier. The motion unanimously passed.

14. Land Use Fee Schedule Proposal (Informational). Mr. Rolland presented the amended Land Use Fee schedule for informational purposes. This item will come before the Board at a future meeting for approval. A discussion followed.
15. Authorize the First Selectman to Execute Amendment No. 1 to the Master Municipal Agreement for Construction Projects. Todd Rolland
Mr. Schmidt made a motion to authorize the First Selectman to execute Amendment No. 1 to the Master Municipal for Construction projects, seconded by Mr. Meier. The motion unanimously passed.
16. Authorize the First Selectman to Execute a five-year lease for eight (8) Cloud Based Security Cameras for the Resident Troopers Office. Todd Rolland
Mr. Schmidt made a motion to authorize the First Selectman to execute a five-year lease for eight (8) Cloud Based Security Cameras for the Resident Troopers Office, seconded by Mr. Meier. The motion unanimously passed.

J.) APPROVAL OF MINUTES

Approval of Minutes of June 1, 2023, Special Meeting of the Board of Selectmen.

The Board of Selectmen waives the reading of the minutes of the Special Meeting from June 1, 2023, and that minutes of said meeting be approved.

Mr. Meier made a motion to approve the Minutes of June 1, 2023, as presented, seconded by Mr. Schmidt. The motion unanimously passed.

K.) ADJOURNMENT

Mr. Schmidt made a motion to adjourn the meeting at 7:21 pm, seconded by Mr. Meier. The motion unanimously passed.

Respectfully Submitted,
Kim LaFleur-Recording

Minutes are not official until accepted at a subsequent meeting.