



**TOWN OF MADISON CONNECTICUT**  
**06443-2563**  
**BOARD OF FINANCE**

Minutes of the regular meeting of the Board of Finance held on October 17, 2007 in the Madison Town Campus

Present: Filmore McPherson, Jim Deephouse, Gail Fearon, Al Goldberg, Peter Pardo, Jennifer Tung

Also present: Dottie Bavin, Finance Director; Scott Cochran, Assistant Director, Youth and Family Services; family members and friends of the Pardo family

Mr. McPherson called the meeting to order at 7:30 p.m.

1. Approval of minutes – September 19, 2007. The following corrections were made to the minutes of the regular meeting of September 19, 2007:

Page 1, item 7, “from contingency” should be added to the motion to approve the special appropriation of \$10,000.

Page 1, item 8, “from Fund Balance” should be added to the motion to approve the special appropriation request of \$163,228.

Page 2, item 5, second paragraph, should read, “In response to a question by Ms. Tung, about reliability of a hybrid, since it is relatively new to the market, Mr. Ott noted that he talked to representatives of the Ambulance Association who have had experience with one hybrid and they were pleased with its performance. He noted that these vehicles get better mileage on the highway compared to around town.”

Page 2, item 5, third paragraph, third sentence should read “The process will be for the Town to accept the grant then find the specific vehicle to purchase and go back to the State with information on the specific vehicle to be purchased.”

The minutes were approved as corrected.

2. Citizen and Finance Member Comments. Mr. McPherson noted that this is the retirement meeting for Peter Pardo and Gail Fearon and he took this opportunity to thank them for their 12 years of service. He noted that both Mr. Pardo and Ms. Fearon plan to remain active with the Town.

Ms. Fearon read a statement saying goodbye and thanking the Madison voters who elected her to her position on the Board of Finance. She wished the best of luck to the members of the Board of Finance.

Mr. Pardo thanked the Madison public and noted that he is looking forward to continuing to work with the Town.

Mr. McPherson recessed the meeting at 7:40 p.m. for refreshments to be served in Mr. Pardo and Ms. Fearon's honor. Mr. McPherson called the meeting back to order at 7:55 p.m. Mr. McPherson presented the Town pin to Mr. Pardo and Ms. Fearon.

Mr. McPherson noted that a comment had been made at a public hearing that if a senior participates in the Senior Tax Relief Program then he/she will be unable to obtain a car loan. Mr. McPherson looked into this comment and this is not true.

Mr. McPherson requested that an item be added to the agenda as item 5a, Act on Special Appropriation Request for \$163,228 for Property Tax Relief Reserve Fund.

3. Discuss and take action on Health Insurance Regulation. Mr. McPherson noted that the Health Insurance Regulation lays out how the Board of Finance will be looking at health insurance costs.

On motion made by Mr. Pardo, and seconded by Ms. Tung, the Board voted unanimously to adopt the Health Insurance Regulation as presented in Draft #4 to be incorporated into the Board of Finance regulations.

4. Discuss and take action on request from Madison Youth and Family Services to accept \$6,250 in a Youth Service Bureau Enhancement Grant. Scott Cochran noted that Madison Youth and Family Services is requesting that the Board of Finance accept a \$6,250 Youth Service Bureau Enhancement Grant. The State legislature has designated funding to enhance Youth Service Bureaus to provide direct services to youth. This is a noncompetitive grant that the Department will receive as long as the guidelines of the grant are followed. The funds will be used to pay for per diem staff and to support youth development programs.

On motion made by Ms. Fearon, and seconded by Mr. Deephouse, the Board voted unanimously to accept a \$6,250 Youth Service Bureau Enhancement Grant.

5. Discuss and take action on request from Madison Police Services to apply for 2007/2008 Expanded DUI Enforcement Grant. Mr. McPherson noted that the Police Department has requested that the Board of Finance accept a \$9,094.47 DUI Enforcement Grant. Matching funds are available in the Town 2007-2008 budget. In response to a question by Ms. Fearon, Ms. Bavin noted that the amount was reduced from the original \$11,225 request because there was some overlap into the next fiscal year.

On motion made by Ms. Fearon, and seconded by Mr. Deephouse, the Board voted unanimously to accept a \$9,094.47 DUI Enforcement Grant.

5a. Act on request for special appropriation for Property Tax Relief Reserve Fund.

Mr. McPherson noted that last month the Board had taken action to create a Reserve Account for Property Tax Relief. Formal action was not taken on the initial appropriation of \$163,228 into this fund. Action would have to be contingent upon Board of Selectmen approval.

On motion made by Ms. Fearon, and seconded by Mr. Pardo, the Board voted unanimously to approve a special appropriation of \$163,228 from Fund Balance to Account No. 1-100-8150-9999-3002-023-00 Property Tax Relief Reserve Fund, contingent upon Board of Selectmen approval at their meeting next week.

6. Review of Finance reports. Mr. Pardo recommended that the Board of Finance continue to keep an eye on the legal expenses.

Mr. McPherson advised the Commission members that this month the financial report was printed out without a separate page for each Department in an effort to save paper. If the Board members have no objections, he will advise the Finance Office to continue to print the reports in this manner to save paper. The Board members agreed that future reports could be submitted without a separate page for each Department.

Ms. Bavin noted that Town interest revenue is doing well, building permits are on target and real estate conveyance tax is down.

Mr. Deephouse noted that a report on last year's Beach Pass revenue performance was received and it is \$50,000 short of the projection. He noted that the Beach and Recreation Department came up with a new system for beach passes, however, there is now a shortfall. He questioned what is being done to address the shortfall. He requested that the Department provide a response to his concerns.

7. Liaison Reports. Mr. Deephouse noted that there are some serious issues currently at the Police Department. He noted that the Department is authorized for 26 personnel and currently there are 3 officers out on disability and there are also two officers out on unpaid leave. In addition, there are some projected retirements. This amounts to a 20% shortfall in personnel which is a serious manpower shortage. The Police Commission would like to have the authority to hire additional personnel since it takes 7 months to get an officer through training. There is a need to look at how the Department personnel funding can be increased without increasing the authorization for the number of personnel. The Board of Police Commissioners will be making a request to the Board of Selectmen.

Mr. Pardo recommended that a review of dispatchers be done to make sure they are fully staffed so officers do not need to be pulled in to fill in for dispatchers.

Ms. Fearon noted that the Town Center project is moving along slowly. The Committee is still waiting for a number from CL&P. They are also continuing to work out details of

the Master Plan. It appears that the cost for the project will be significantly higher than estimated so they will be going back to the State. Because this is a matching grant, the Committee will also need to keep the Board of Finance updated. She recommended that a new member of the Board of Finance serve as a liaison to the Committee.

Ms. Tung handed out information about Board of Education enrollments numbers. While there are projections for an increase in the numbers for first grade, overall the numbers are down for the period 2008 – 2012.

Mr. McPherson commented that if these projections come true, this could have an impact on class size and program development.

Mr. Deephouse noted that enhanced use of para-professionals is an effective way of improving classroom services without increasing the number of teachers. Ms. Tung commented that the use of para-professionals also helps allow the school to service special needs children in the classroom so children don't need to be sent out of district.

Ms. Tung advised that there will be a seminar on Energy Saving Tips for the Home on November 16 at 1:00 p.m. at the Senior Depot. She thanked St. Andrews Church for their energy efficiency efforts.

Mr. Pardo noted that the next LoCap meeting is in December. He noted that after the election, two new members of the Board of Finance will need to be appointed to the LoCap Committee.

8. Report from First Selectman. There was no report from the First Selectman.
9. Citizen comments. There were no citizen comments.
10. Adjournment. The meeting was adjourned at 8:35 p.m.

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Terry Holland-Buckley  
Clerk