

MEETING DATE:

Monday, February 25, 2008

MEETING PLACE:

Madison Room (Room A), Town Campus

Board of Selectmen Meeting Minutes

First Selectman Goldberg called the Regular Meeting of the Board of Selectmen to order at 7:05 p.m. Present were Selectmen Goldberg, Gladstone, Kokoruda, and Traugh.

MOVED by Selectman Kokoruda and seconded by Selectman Traugh to enter into **Executive Session** at 7:05 p.m. to discuss the following items. Assistant for Administration Helen Burland was asked to attend Executive Session.

1. Personnel – Strategic Plan

2. Legal – Strategies

VOTE: This motion was approved unanimously.

(Enters Tom Scarpati at 7:20 p.m.)

MOVED by Selectman Kokoruda and seconded by Selectman Traugh to exit **Executive Session** at 7:35 p.m.

VOTE: This motion was approved unanimously.

MOVED by First Selectman Goldberg and seconded by Selectman Kokoruda to call the Regular Meeting of the Board of Selectmen to order at 7:42 p.m.

VOTE: This motion was approved unanimously.

3. Approval of minutes – February 11, 2008.

MOVED by Selectman Kokoruda and seconded by Selectman Traugh to accept the Board of Selectmen minutes of February 11, 2008 as amended:

Item 8, last sentence under **DISCUSSION** should read:

The Board of Education is suggesting that the Board of Education Planning

Committee be appointed as the Building Committee for these small projects.

VOTE: This motion was approved unanimously.

MOVED by Selectman Gladstone and seconded by Selectman Kokoruda to accept the Budget Workshop minutes of February 13, 2008 as written.

VOTE: This motion was approved unanimously.

MOVED by Selectman Traugh and seconded by Selectman Kokoruda to accept the Budget Workshop minutes of February 14, 2008 as amended.

Paragraph 6 (page 170) should read:

Following review of the Police department budget, the Board of Selectmen asked Helen Burland to propose a police budget that shows a 7% growth.

VOTE: This motion was approved unanimously.

4. Citizen Comments.

Maureen Lopes, 25 Old Farms Road, commented she would like to see the appointments for the Project Committee for a proposed senior center to move forward. There are plenty of seniors who could use the support of a senior center.

Marlene Beckman, 509 County Road, stated it has been two years since residents have come to these meetings regarding senior tax relief; seniors are having a difficult time financially. Seniors contribute much to the Town; they receive very little from it. It's time to move forward.

NEW BUSINESS

5. Recognize the **resignation of Thomas Scarpati** from the Board of Selectmen.

DISCUSSION: Tom Scarpati commented that the reason he is resigning is to re-institute his consulting business to include municipal, financial and construction management. It could possibly be a conflict of interest. He furthered emphasized that it is urgent and necessary to do something for senior tax relief. The use of Academy must be defined. The senior center/ambulance garage needs to be addressed. Finally, he indicated that it had been a privilege to serve as First Selectman for six years. The Selectmen commented individually on the accomplishments of Tom during his tenure as First

Selectman. Al Goldberg, First Selectman, thanked Tom for his dedication and indicated that he would be looking to have Tom serve on one of the upcoming project committees.

6. Discuss and take action on creation of Reserve Fund for Planning.

MOVED by Selectman Kokoruda and seconded by Selectman Traugh to create a **Reserve Fund for Planning.**

DISCUSSION: Assistant for Administration Helen Burland stated that at the last Board of Selectmen Budget meeting the Board recognized the need to create a reserve fund to support planning initiatives on the part of Boards and Commissions and Departments. This is designating funds for this purpose. She stated the Board of Finance regulations allow that the Board of Selectmen may request that such a fund be established. The action tonight is to forward the request on to the Board of Finance.

VOTE: This motion was unanimously approved.

7. Discuss and take action on Memorandum of Understanding in support of the Drug Free Communities Grant.

MOVED by Selectman Traugh and seconded by Selectman Kokoruda to approve on **Memorandum of Understanding in support of the Drug Free Communities Grant.**

DISCUSSION: Assistant for Administration Helen Burland stated this grant is designed to build a relationship among Town agencies. The Town of Madison is in a positive position because of the baseline data received when the Drug and Alcohol Survey was administered last year and because it has an agency, Selectmen's Council on Youth Substance Abuse, which has been in place for a number of years. The grantor is the federal government; it is a drug free community grant. The grant is in the range of \$125-150K per year for five years; with a possible additional five years after that.

VOTE: This motion was unanimously approved.

8. Discuss and take action on appointment of David Thomas as Highway Foreman – Public Works – effective February 26, 2008.

MOVED by Selectman Kokoruda and seconded by Selectman Traugh to appoint **David Thomas as Highway Foreman – Public Works** – effective February 26, 2008.

DISCUSSION: Assistant for Administration Helen Burland stated David has been serving as interim foreman since Poncho's death. He has met all the expectations; there will not be any budget impact.

VOTE: This motion was unanimously approved.

9. The following line transfers are designated as routine and appropriate for approval as a single action by the Board of Selectmen, if so desired. A Board member may request removal of any line item transfer from the consent agenda for review and discussion.

MOVED by Selectman Gladstone and seconded by Selectman Kokoruda to approve **line transfers** totaling **\$69,686.28**.

DISCUSSION: None.

VOTE: This motion was unanimously approved.

10. Discuss and take action on appointing Milano & Wanat LLC as attorneys to represent the Town in tax appeal cases associated with the 2007 Revaluation.

MOVED by Selectman Traugh and seconded by Selectman Kokoruda to appoint **Milano & Wanat LLC** as attorneys to represent the Town in tax appeal cases associated with the 2007 Revaluation.

DISCUSSION: Assistant for Administration Helen Burland stated this company is used to address those tax appeal cases that are not settled through the process with the Board of Assessment Appeals. This recommendation has been reviewed with both Alma Carroll, Director of Town Services, and Pat Hedwall, Tax Assessor.

VOTE: This motion was unanimously approved.

11. Discuss and take action on appointing Albert W. Franke Associates, Inc. to conduct appraisals on behalf of the Town in support of tax appeals cases associated with the 2007 Revaluation.

MOVED by Selectman Traugh and seconded by Selectman Kokoruda to appoint **Albert W. Franke Associates, Inc.** to conduct appraisals on behalf of the Town in support of tax appeals cases associated with the 2007 Revaluation.

DISCUSSION: None

VOTE: This motion was unanimously approved.

12. Discuss and take action on job description modifications and ratings as approved by the Job Evaluation Committee.

- A. Selectmen's Office
 - Administrative Assistant
 - Secretary II
 - Manager of Human Resources
- B. Sanitarian
- C. Fire Marshal

MOVED by Selectman Traugh and seconded by Selectman Gladstone to approve **job description modifications and ratings** as approved by the Job Evaluation Committee.

DISCUSSION: Assistant for Administration Helen Burland stated they have been looking at a number of jobs and using a published rating and scale system to amend job descriptions which is a more realistic depiction of the work in those positions. First Selectman stated the Job Evaluation Committee, which is made up of three volunteers, have approved these modifications and ratings.

VOTE: This motion was unanimously approved.

13. Administrative Update

- * Update on Assessment Appeals Process – Terry Abbott, Chairman,
Board of Assessment Appeals

Terry Abbott will attend the next Board of Selectmen meeting and give an update.

- * Discuss Board of Selectmen meeting schedule – AM and PM options

First Selectman Goldberg stated the Town Charter specifies two meetings per month; alternating A.M. and P.M. Selectman Gladstone stated he likes the alternating schedule; different people can attend; it still allows working Selectmen to participate. Selectman Traugh stated she likes the principle of having different times to attract different people at different times. We get more people at the evening meetings; more people have conflicts with the morning meetings. Selectman Kokoruda stated she likes it the way it is now. We also have citizens who don't like to come out at night. I am in favor of the two

different times. First Selectman Goldberg asked if there were any thoughts to changing the meeting times? None; we will continue on.

- * Announce the possible formation of Project Committees for both the Library Expansion Project and the Senior Center/Ambulance Project.

The Board of Selectmen has been looking for individuals in the community to be named to these project committees. If anyone is interested, they should contact the First Selectman's Office. We plan to make these appointments at our next Board of Selectmen meeting on March 10, 2008.

- * Discuss Voting Precinct Audit of District II following February 5, 2008 Primary.

Assistant for Administration Helen Burland stated one of Madison's voting districts (District II) has been selected by the State of Connecticut as one of seventy (70) to be audited for the February 5, 2008 primary election. This is their process as a result of the State putting the new voting machines into effect last year. She stated each Town is responsible for the funding of and costs associated with this audit. Finance Member Fillmore McPherson stated this is another unfunded mandate.

14. Tax Abatements/Refunds

MOVED by Selectman Kokoruda and seconded by Selectman Traugh to approve the requests for **tax abatements or refund of property taxes in the amount of \$34,034.94:**

**REQUEST FOR TAX ABATEMENT
OR
REFUND OF PROPERTY TAXES**

Michelle Kaufmann	\$ 20.55
Virgil Vladescu	\$ 234.40
Lewis H. & Barbara L. Rosenblum	\$11,391.30
Barbara L. Davis	\$22,296.71
Sheridan R. Matthies	\$ 91.98

TOTAL REFUNDS \$34,034.94

VOTE: This motion was approved unanimously.

15. Liaison Reports/Selectmen Comments.

Selectman Traugh attended a Shellfish Commission meeting; they do not have a Board of Selectmen liaison.

Selectman Kokoruda stated the Senior Citizen Committee will meet tomorrow. In two weeks we will come forward with names for a Cell Tower Study Committee. At the next meeting we will form a Senior Tax Relief Committee with a charge that is focused on a tax freeze. We are close to making appointments for the Historic Commission. The Water Pollution Control Authority (WPCA) meeting has been rescheduled for this Friday, February 29, 2008.

Selectman Gladstone stated he attend the recent Economic Development Committee meeting.

First Selectman Goldberg stated that since the resignation of Tom Scarpati, the Board of Selectmen is currently operating with four selectmen. The Board of Selectmen will appoint an individual from the same party upon recommendation from the Republican Town Committee. Secondly, Connecticut Trails Day will be held on June 7, 2008 and will highlight our beautiful trails. The towns of Madison, Guilford, and Durham hope to re-create an historic event - the "Boundary Walk" - in the 1960's this tradition disappeared.

16. Adjournment.

MOVED by Selectman Gladstone and seconded by Selectman Traugh to adjourn the meeting at 8:55 p.m.

VOTE: This motion was approved unanimously.

Respectfully submitted,

Judy Palmer
Recording Secretary