

MEETING DATE:

Monday, April 28, 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 7:18 p.m. Present were Selectmen Goldberg, MacDougald, Gladstone, Kokoruda, and Traugh. Also in attendance was Helen Burland, Assistant for Administration.

MOVED by Selectman Kokoruda and seconded by Selectman Traugh to enter into Executive Session at 7:18 p.m. to discuss Personnel – Youth and Family Services.

VOTE: This motion was approved unanimously.

MOVED by Selectman Kokoruda and seconded by Selectman Traugh to exit Executive Session at 7:37 p.m.

VOTE: This motion was approved unanimously.

MOVED by Selectman MacDougald and seconded by Selectman Kokoruda to enter into the Regular Board of Selectmen meeting at 7:37 p.m.

VOTE: This motion was approved unanimously.

2. Approval of minutes – April 14, 2008.

MOVED by Selectman Kokoruda and seconded by Selectman Gladstone to accept the minutes of April 14, 2008 as amended:

Page 212, Item #16, first line should read:

16. The following line transfers are designated as routine and appropriate for approval as a

VOTE: This motion was approved unanimously.

3. Citizen Comments.

Gus Horvath, 50 Beechwood Drive, commented on a Letter to the Editor that appeared in a recent newspaper. In 1999 the Town Administrator position was researched. In the charter revision in 2007, the position was referenced; although Paragraph 7.3 got dropped. A savings clause in that charter revision was “The Board of Selectmen shall

employ those positions deemed necessary...” Selectman Kokoruda stated the Letter to the Editor does not represent the position of the Republican Town Committee.

Bob Maloney, 15 Bower Road, asked if the Town has Registrars of Voters? First Selectman Goldberg answered yes.

OLD BUSINESS

4. Discuss and take action on adopting an Employee Safety Policy for the Town of Madison (tabled 4/14/2008).

MOVED by Selectman Kokoruda and seconded by Selectman Gladstone to adopt an **Employee Safety Policy** for the Town of Madison.

DISCUSSION: Assistant for Administration Helen Burland updated the Board that the draft “Employee Safety Policy” had been reviewed by the Risk Control Office at CIRMA. Selectman MacDougald asked that Town Counsel review it.

MOVED by Selectman MacDougald and seconded by Selectman Gladstone to table this item pending review by Town Counsel.

VOTE: This motion to table was approved unanimously.

NEW BUSINESS

5. Discuss and take action on hiring Rita Umile as Manager of Human Resources effective May 12, 2008. Non-union, E-5, \$56,000.

MOVED by Selectman MacDougald and seconded by Selectman Kokoruda to hire **Rita Umile as Manager of Human Resources** effective May 12, 2008.

DISCUSSION: Assistant for Administration Helen Burland explained the position was posted and advertised throughout the State; more than 12 applications were received; six candidates were interviewed by a team including David Melillo, Art Sickle and Helen Burland initially; then two candidates returned for a second interview which included meeting with First Selectman Goldberg. Mrs. Burland introduced Rita Umile who gave a brief summary of her background and experience.

VOTE: This motion was approved unanimously.

6. Discuss and take action on setting referendum date on the Town and School Budgets for Tuesday, May 20, 2008.

MOVED by Selectman Traugh and seconded by Selectman Gladstone to set referendum date on the Town and School Budgets for Tuesday, May 20, 2008.

DISCUSSION: Selectman MacDougald read the following Legal Notice:

**LEGAL NOTICE
TOWN OF MADISON**

The legal voters of the Town of Madison are hereby warned and notified that the referendum date for voting on the Town and Education Budgets has been set for Tuesday, May 20, 2008 for the following purposes:

1. To consider and take action on the proposed Town Government Budget of the Town of Madison and the recommendations of its Board of Finance for the fiscal year beginning July 1, 2008 and ending June 30, 2009 in the amount of **\$19,250,360** as approved by the Board of Finance and published in The Source on May 8 and May 15, 2008.

2. To consider and take action on the proposed Education Budget for the Town of Madison and the recommendations of its Board of Finance for the fiscal year beginning July 1, 2008 and ending June 30, 2009 in the amount of **\$46,996,467** as approved by the Board of Finance and published in The Source on May 8 and May 15, 2008.

Pursuant to Section 3.2 of the Madison Town Charter, the Board of Finance has submitted the Town and Education Budgets for vote upon voting machines on Tuesday, May 20, 2008, between the hours of 6:00 a.m. and 8:00 p.m. The aforesaid resolutions will be placed on the voting machines under the following headings respectively:

“SHALL THE TOWN GOVERNMENT BUDGET OF THE TOWN OF MADISON FOR THE FISCAL YEAR BEGINNING JULY 1, 2008 AND ENDING JUNE 30, 2009 IN THE AMOUNT OF **\$19,250,360** BE APPROVED?”

“SHALL THE EDUCATION BUDGET OF THE TOWN OF MADISON FOR THE FISCAL YEAR BEGINNING JULY 1, 2008 AND ENDING JUNE 30, 2009 IN THE AMOUNT OF **\$46,996,467** BE APPROVED?”

Electors residing in the First Voting District shall vote on the aforesaid referendum questions at the Surf Club, 87 Surf Club Road in Madison, Connecticut. Electors residing in the Second Voting District shall vote at the Dr. Robert H. Brown School, 980 Durham Road, Madison, Connecticut. Voters qualified to vote at Town Meeting who are not electors shall vote at their respective district’s polling place at the Surf Club or the Dr. Robert H. Brown School. Absentee ballots will be available from the Town Clerk’s office and will be counted centrally at the Madison Town Campus.

Voters approving a resolution will vote “Yes” and those opposing said resolution will vote “No.”

Dated at Madison, Connecticut, this 28th day of April, 2008.

VOTE: This motion was approved unanimously.

7. Discuss and take action on the resolution that the Board of Selectmen may enter into an agreement with the State of Connecticut Department of Emergency Management and

Homeland Security and authorizes Alfred J. Goldberg as First Selectman of the Town of Madison to execute and deliver all documents on behalf of the Board of Selectmen related to serving as a custodian of a Statewide Tactical On-Scene Communications System (STOCS) in the Town of Madison.

MOVED by Selectman Gladstone and seconded by Selectman Traugh.

DISCUSSION: Police Chief Paul Jakubson stated Madison has been selected as one of the towns in the State of Connecticut to be the custodian of a STOCS Box. It is a highly portable multi-frequency radio system that provides for interoperable communications and will allow individuals and groups of responders to communicate when working at the scene of an incident. This box will be shared with contiguous towns.

VOTE: This motion was approved unanimously.

8. Discuss and take action on awarding bid for the Boiler Replacement at Island Avenue School.

MOVED by Selectman Kokoruda and seconded by Selectman Traugh to **award bid for the boiler replacement at Island Avenue School** to Funk Boiler Works, Inc. for the base amount of \$311, 489 and a total project cost not to exceed \$400,000.

DISCUSSION: Facilities Director Bill McMinn stated the awarding of this bid is for the Design Build Boiler Replacement and Steam Heating System Improvements at Island Avenue School. Additional alternates will be considered as the project proceeds. The total cost of the project is not to exceed \$400,000. Funk Boiler Works, Inc. provided the lowest, technically-qualified proposal. The project is scheduled to begin July 7, 2008 and be completed by August 22, 2008.

VOTE: This motion was approved unanimously.

9. Discuss and take action on the appointment and charge of a Project Review Committee on the Renovation and Expansion of the Scranton Memorial Library.

MOVED by Selectman Kokoruda and seconded by Selectman MacDougald to charge a **Project Review Committee on the Renovation and Expansion of the Scranton Memorial Library**.

DISCUSSION: Selectman Gladstone read the following:

Draft 4/21/08

Charge to the Project Review Committee Scranton Memorial Library Expansion Plan

The Library Expansion Project Review Committee shall serve as an independent, non-advocacy citizen group to review the proposed plan. The Committee will report its findings to the Board of Selectmen.

The project, whose costs and program space requirements are to be reviewed, includes the renovation and the expansion of the Scranton Memorial Library as defined by the Scranton Library Building Committee.

The Review Committee shall:

1. Review the project concept, plans, and supporting material that defines the project.
2. In consultation with the Library Board of Trustees, review supporting documents which describe:
 - construction costs and cash flow requirements
 - construction schedules
 - staffing requirements for new facility
 - operating costs for new facility
 - target audience to be served
 - programmatic space requirements.
3. With assistance from the Selectmen's office, review documents which describe the:
 - costs of financing the project
 - potential impact on the Town's budget
4. Present their findings to the Board of Selectmen and Board of Finance in approximately 90 days.
5. Conduct Public Hearings regarding the project.
6. Attend public hearings conducted by other Boards and Commissions.

DISCUSSION: After a brief discussion, it was decided to add Item #7 to read:

7. Term not to exceed 12 months.

VOTE: This motion was approved unanimously.

10. Discuss and take action on appointing and charging the following to an Ad Hoc Study Group on Cell Towers.

MOVED by Selectman Gladstone and seconded by Selectman Kokoruda to charge the **Ad-Hoc Study Group on Cell Towers**.

DISCUSSION: Selectman MacDougald read the following **Charge Ad Hoc Study Group on Cell Towers** into the record:

**CHARGE
AD HOC STUDY GROUP ON CELL TOWERS**

Charge: To study and make recommendations relevant to the technological, aesthetic, safety, and economic appropriateness of locating cellular communications towers on property owned by the Town of Madison.

Description: This citizen committee will evaluate the specific town properties listed below to determine if these sites are appropriate locations for cellular communications towers. Considerations for the committee are: the propagation-map-based need for a cellular tower at the site in question; the likely height of any such structure; the impact on the near-proximity neighbors, the requirements for town-based emergency communication.

Specific properties to be reviewed shall be limited to the Rockland Preserve and the Surf Club. Consideration should be given to specific coverage issues delineated by the emergency communication strategic committee.

The committee shall present its findings to the Planning & Zoning Commission at a Planning Meeting. The committee shall also present its findings to the Board of Selectmen.

Term of the Committee not to exceed January 30, 2009.

Assistant for Administration Helen Burland presented a letter from the Planning and Zoning Commission which concurred with limiting the scope of review to Town-owned property.

VOTE: This motion was approved unanimously.

10.A. Discuss and take action on appointing the following members to an Ad Hoc Study Group on Cell Towers:

Members: Mike Marrinan
 Jim Farrales
 Mike Maguire
 Ron Clark

Staff Liaison: Stew MacMillan, Public Works Director
 Helen Burland, Assistant for Administration

MOVED by Selectman Kokoruda and seconded by Selectman MacDougald to appoint residents Mike Marrinan, Jim Farrales, Mike Maguire and Ron Clark, along with Staff members Stew MacMillan and Helen Burland to an **Ad Hoc Study Group on Cell Towers**. Term not-to-exceed January 2009.

VOTE: This motion was approved unanimously.

11. Discuss and take action on recommendation from the Democratic Town Committee to appoint the following:

- a. **Planning and Zoning Commission**
Francine Larsen to fill a vacancy to expire 1/1/2010

MOVED by Selectman Traugh and seconded by Selectman MacDougald to appoint Francine Larsen to the Planning and Zoning Commission.

VOTE: This motion was approved 4-0-1 (Selectman Kokoruda abstained)

Discuss and take action on recommendations from the Democratic Town Committee to appoint the following:

- b. **Planning and Zoning Alternates**
Justin Terrible to fill vacancy (Larsen) to expire 1/1/2012
- c. **Zoning Board of Appeals Alternate**
Bettina Braisted to fill vacancy to expire 11/09

MOVED by Selectman Traugh and seconded by Selectman MacDougald to appoint Justin Terrible as a Planning and Zoning Alternate and Bettina Braisted as a Zoning Board of Appeals Alternate..

VOTE: This motion was approved unanimously.

12. Discuss and take action on Special Appropriation request from Registrars of \$500 to purchase 26 battery-powered lights for the election privacy booths for District I to alleviate some of the lighting issues at the Surf Club Building.

MOVED by Selectman Kokoruda and seconded by Selectman MacDougald to approve a **Special Appropriation request from Registrars of \$500 to purchase 26 battery-powered lights** for the election privacy booths for District I to alleviate some of the lighting issues at the Surf Club Building.

DISCUSSION: Assistant for Administration Helen Burland stated there is not enough lighting at the Surf Club during election days. To avoid extension cords, it was decided to look at battery-powered lights.

VOTE: This motion was approved unanimously.

13. 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 transfer item from the consent agenda for review and discussion.

DISCUSSION: Selectman MacDougald asked that line transfer #5, \$23,000 for the Police Department, be removed from the consent agenda. He will get more details from the Police Department on this request.

MOVED by Selectman MacDougald and seconded by Selectman Gladstone to table this one item.

VOTE: The motion to table Item #5 was approved unanimously.

MOVED by Selectman MacDougald and seconded by Selectman Traugh to approve remaining line transfers in the amount of \$47,328.50.

VOTE: This motion was approved unanimously.

MOVED by Selectman Kokoruda and seconded by Selectman Gladstone to open the agenda and add the following item:

13.A. Discuss and take action on appointing Kathleen Dess and Dr. Sam Franz to the Senior Center/Ambulance Garage Planning Committee.

MOVED by Selectman Kokoruda and seconded by Selectman Traugh to close the agenda.

VOTE: This motion was approved unanimously.

13.A. Discuss and take action on appointing Kathleen Dess and Dr. Sam Franz to the Senior Center/Ambulance Garage Planning Committee.

MOVED by Selectman Kokoruda and seconded by Selectman MacDougald to appoint **Kathleen Dess and Dr. Sam Franz to the Senior Center/Ambulance Garage Planning Committee.**

VOTE: This motion was approved unanimously.

14. Administrative Update.

- Update on cell tower agreement with Crown Castle

Assistant for Administration Helen Burland gave an update. The lease is ready to be executed shortly. The siting council application is close to being complete with a filing date of May 2008. Public Works Director Stew MacMillan will review the document.

15. Tax Abatements/Refunds.

MOVED by Selectman Kokoruda and seconded by Selectman Gladstone to approve the requests for tax abatements or refund of property taxes in the amount of \$4,001.07:

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

Nissan Infiniti LT	\$ 316.44
HPC Meigs Manor LLC	\$3,684.63

TOTAL REFUNDS: \$ 4,001.07

VOTE: This motion was approved unanimously.

16. Liaison Reports/Selectmen Comments.

Selectman Gladstone congratulated the Ad Hoc Energy Committee for Earth Day events and parade. He also thanked Pentron for sponsoring the film shown at the Madison Arts Cinemas. He applauded the Board of Finance for wrestling with the budgets; they did a good job.

Selectman Kokoruda stated in regards to the Madison Center Project, there will be a cost to move electrical; CL&P owes the Town a final proposal. She thanked the Board of Finance for their efforts on the 2008-2009 budget; it was a tough year.

Selectman Traugh stated Madison's Committee on Children and Youth has disbanded; they overlapped with other committees. The Library budget was reduced; however, they voted to expand their hours of operation anyway. They will look at other areas to reduce costs. At the Board of Education meeting it was learned that the Land Trust gave \$1,000 to the Science Department. The new Fitness Center, which has been open since January, has had 3,000 visits; it is used all the time, and they are working with Beach and Recreation to see if it can be open this summer. They continue to discuss the four-school elementary model. They will hire a consultant to look at the various models and to cost

them out. MPOA had a two-hour discussion on the budget with members of the Board of Education and the Superintendent.

First Selectman stated the editors and readers of Connecticut Magazine have saluted the Town of Madison as one of 20 great places to retire. He attended a 100th birthday party at the Senior Center for Bertha Carlson. *Happy Birthday to Bertha Carlson from all of us!*

17. Adjournment.

MOVED by Selectman Gladstone and seconded by Selectman MacDougald to adjourn the meeting at 9:42 p.m.

VOTE: This motion was approved unanimously.

Respectfully submitted,

Judy Palmer
Recording Secretary