

MEETING DATE:  
MEETING PLACE:

Tuesday, October 14, 2008  
Madison Room - Town Campus

## Board of Selectmen Meeting Minutes

First Selectman Goldberg called the Meeting of the Board of Selectmen to order at 7:30 a.m. Present were Selectmen Goldberg, Gladstone, Kokoruda, Traugh, and MacDougald.

**MOVED** by Selectman Gladstone and seconded by Selectman Kokoruda to enter into Executive Session at 7:30 a.m. to discuss the following.

1. Litigation
2. Personnel

**VOTE:** This motion was approved unanimously.

**MOVED** by Selectman Gladstone and seconded by Selectman Kokoruda to exit Executive Session at 8:00 a.m.

**VOTE:** This motion was approved unanimously.

First Selectman Goldberg called the Meeting of the Board of Selectman to order at 8:01 a.m. Present were Selectmen Goldberg, Gladstone, Kokoruda, Traugh, and MacDougald.

3. Approval of minutes:

**MOVED** by Selectman Kokoruda and seconded by Selectman Traugh to approve the minutes of the meeting of September 22, 2008 as written.

**VOTE:** This motion was approved unanimously.

**MOVED** by Selectman Traugh and seconded by Selectman Kokoruda to approve the minutes of the meeting of October 1, 2008 as written.

**VOTE:** This motion was approved unanimously.

**MOVED** by Selectman Gladstone and seconded by Selectman Traugh to approve the minutes of the meeting of October 6, 2008 as amended.

Page 1, 14<sup>th</sup> line should read:

First Selectman Goldberg called the Special Meeting of the Board of Selectmen to....

**VOTE:** This motion was approved unanimously.

4. Citizen Comments.

Gus Horvath, 50 Beechwood Drive, addressed the topic of Item #9 on this agenda regarding Senior Citizen Tax Relief which takes into consideration the income of the citizen and the amount of the tax break.

Peter Pardo, 19 Thelbridge Way, commented on the facilities review process. If the Senior Center/Ambulance Garage proposal does not pass referendum in the spring (2009), then maybe we should go back and look at using space at Memorial Town Hall again.

Tony Perrelli, 24 Kingsbridge Way, commented on Senior Tax Relief plans.

**OLD BUSINESS**

5. Discuss and take action on resignation of David Kadamus from the Economic Development Commission (tabled 7/28/2008).

**MOVED** by Selectman MacDougald and seconded by Selectman Kokoruda to untable this item.

**VOTE:** This motion was approved unanimously.

**MOVED** by Selectman MacDougald and seconded by Selectman Kokoruda to accept the resignation of David Kadamus from the Economic Development Commission.

**DISCUSSION:** Selectman Kokoruda stated that at an upcoming Board of Selectmen meeting some names of possible candidates will be brought forward for discussion.

**VOTE:** This motion was approved unanimously.

6. Discuss and take action on documents describing the Nominating Process for Appointed Boards and Commissions (tabled 7/28/2008).

**DISCUSSION:** Remains tabled.

7. Discuss and take action on request to install a sleeved sewer pressure line under Middle Beach Road as part of a sanitary design for 163 Middle Beach Road (tabled 9/22/2008).

**MOVED** by Selectman Traugh and seconded by Selectman Kokoruda to untable this item.

**VOTE:** This motion was approved unanimously.

**MOVED** by Selectman Kokoruda and seconded by Selectman Traugh to approve request to install a sleeved sewer pressure line under Middle Beach Road as part of a sanitary design for 163 Middle Beach Road.

**DISCUSSION:** Assistant Town Engineer Mike Ott stated the Town is required to review and grant permission for installation of this sewer line because it is underneath a Town road.

**VOTE:** This motion was approved unanimously.

8. Discuss and take action on the proposed new job description:

- Director of Land Use Operations and Planning (tabled 9/22/2008)

**DISCUSSION:** Remains tabled.

**MOVED** by Selectman Gladstone and seconded by Selectman MacDougald to open the agenda and add Item 12.A. Discuss and take action on Land Acquisition Strategy.

**VOTE:** This motion was approved unanimously.

**MOVED** by Selectman Gladstone and seconded by Selectman Traugh to close the agenda.

**VOTE:** This motion was approved unanimously.

## NEW BUSINESS

9. Discuss and take action on the Senior Tax Relief Report.

**DISCUSSION:** First Selectman Goldberg stated the Ad Hoc Senior and Disabled Tax Relief Committee 2008 was charged in March 2008; their recommendations have been received by the Board of Selectmen at a recent meeting. We will review the major policy recommendations from this committee and open up discussion to understand the recommendations. Selectman Traugh presented and discussed in detail a handout entitled "Madison Senior and Disabled Tax Relief Program Policy Options and Recommendations for Discussion" (handout attached).

**MOVED** by Selectman Traugh and seconded by Selectman Kokoruda to accept the "Ad Hoc Senior and Disabled Tax Relief Committee 2008" report.

**VOTE:** This motion was approved unanimously.

10. Update from the Senior Citizen Commission.

**UPDATE:** Pat Melady, Vice Chairman of the Senior Citizen Commission, presented an update.

11. Discuss and take action on **Public-Private Partnership Agreement with Scranton Memorial Library.**

**DISCUSSION:** First Selectman Goldberg explained this will be a 'discussion' only with regards to the enhancement of a non-public institution. In the upcoming Referendum, Townspeople will have the opportunity to vote on whether they wish to provide resources for the Scranton Memorial Library Expansion project. A committee of five members was formed a year ago - Finance Committee member Fillmore McPherson, Scranton Memorial Library Board of Trustees Treasurer John James, Scranton Memorial Library Board of Trustees President Ted Mallory, Board of Selectmen member Noreen Kokoruda, and himself. Their charge was to put together a Public-Private Partnership Agreement which protected the Town's interests. First Selectman Goldberg summarized the key points.

**MOVED** by Selectman Kokoruda and seconded by Selectman MacDougald to table this item.

**VOTE:** This motion was approved unanimously.

12. Discuss and take action on informational mailing to residents regarding Library Referendum.

**DISCUSSION:** The cost of a one-page flyer mailed to Townspeople will cost approximately \$3,500 (paper and postage). Several Selectmen spoke in favor of proceeding with putting together a flyer; Selectman MacDougald would like to see information get out via our present means - electronically. Scranton Memorial Library Board of Trustee President Ted Mallory stated his board would like to see a Town-wide mailer sent out to Townspeople.

**MOVED** by Selectman Gladstone and seconded by Selectman Traugh to send out an **informational mailing to residents regarding the Library Referendum** at a cost not-to-exceed \$3,600.

VOTE: 1-4; the motion was denied.

13. Update on the Federal Drug Free Communities Grant and Safe Schools/Healthy Students Grant for which the Town of Madison applied.

UPDATE: Director of Youth and Family Services David Melillo stated the Town of Madison applied for two federal grants last year. The Federal Drug Free Communities Grant is in the amount of \$125K per year for five (5) years. Madison was one of ninety (90) communities in the country to receive first-year funding. This grant will allow the Town to mobilize the community to better address these issues with the hope of reducing drug abuse by 20 percent in five (5) years.

14. Request by the Joint Task Force on Youth Substance Abuse for an amount not to exceed \$3,000 to share the cost with Madison Public Schools for a grant writer to assist in the reapplication for a Safe Schools/Healthy Students Grant.

DISCUSSION: Assistant Superintendent of Schools Anita Rutlin stated Madison submitted an application for the Safe Schools/Healthy Students Grant; but was not awarded the grant. In order to reapply, they would like to use a grant writer to assist in the reapplication. The grant will provide \$500K - \$750K per year for four (4) years. This request of \$3,000 from the Board of Selectmen will be matched by the Board of Education's funding.

MOVED by Selectman Kokoruda and seconded by Selectman MacDougald to approve \$3,000 to share the cost with Madison Public Schools for a grant writer to assist in the reapplication for a Safe Schools/Healthy Students Grant.

VOTE: This motion was approved unanimously.

15. Discuss and take action on appointing John Colebaugh to the Bauer Park Committee to fill a vacancy for a term to expire 1/1/2010.

MOVED by Selectman Gladstone and seconded by Selectman MacDougald to appoint John Colebaugh to the Bauer Park Committee to fill a vacancy for a term to expire 1/1/2010.

VOTE: This motion was approved unanimously.

DISCUSSION: Reminder - the Bauer Park Fall Festival is this coming Saturday, October 18, 2008, 11:00 - 4:00 p.m. at Bauer Park.

16. Discuss and take action on the following new job description:

- Technical Engineering Assistant

MOVED by Selectman Kokoruda and seconded by Selectman MacDougald to approve a new job description/title for Technical Engineering Assistant.

DISCUSSION: Manager of Human Resources Rita Umile commented this request is not for a new position; it is a reconfiguration as a result of Public Works Director Stew MacMillan's departure. This Technical Engineering Assistant position replaces the Engineering Technician position.

VOTE: This motion was approved unanimously.

12.A. Discuss and take action to discuss Land Acquisition Strategy.

DISCUSSION: As a follow-up to the recent Special Selectmen's meeting; the sense of the Board of Selectmen is to keep this process going forward.

17. Tax Abatements/Refunds.

REFUNDS

Calvin J. Connelly	\$ 416.21
Chase Manhattan Auto Finance Corporation	\$ 519.09
Honda Lease Trust	\$ 31.27
Amanda Mammele	\$ 16.45
Toyota Motor Credit Corporation	\$ 115.33
WV Credit Leasing	\$ 136.64

TOTAL \$1,234.99

MOVED by Selectman Kokoruda and seconded by Selectman MacDougald to approve refunds in the amount of \$1,234.99.

VOTE: This motion was approved unanimously.

18. Liaison Reports/Selectmen Comments.

Selectman MacDougald stated at a recent Planning and Zoning Commission meeting the Bradley Road Vision Study was discussed. The commission had received an application for a new bank in a small mall on Route 1; it was denied. The Zoning Board of Appeals has considered an application for the Madison Beach Hotel expansion; but the committee has not rendered a decision yet.

Selectman Gladstone stated the Ad Hoc Energy Committee is getting a retro commissioning study on three Town buildings - Daniel Hand High School, Walter C. Polson Middle School, and Robert H. Brown School - to determine ways to conserve energy. They are also looking into the installation of solar panels which the Town has earned through the alternative energy programs.

Selectman Kokoruda stated the Senior Center/Ambulance Garage members met and are working on projected cost numbers for new facilities with East Wharf Architects. They want to make sure that when this project goes to Referendum that the cost numbers are less than a year ago. The Senior Citizen Commission is reviewing proposals for a master facilities plan for the Town.

Selectman Traugh commented the October 2008 official student population count is in - Madison has 3,714 students. The Board of Education received a report from the Library Media Department; they have been working on weeding out books. There will be an upcoming informational session concerning the revision of the Municipal Ethics Committee.

First Selectman Goldberg stated there are two (2) upcoming Special Board of Selectmen's meetings. The first will be on municipal ethics and the second will be the budget cycle kick-off focusing on revenues.

**MOVED** by Selectman MacDougald and seconded by Selectman Kokoruda to open the agenda to add Item **18.A.** Discuss and take action on changing the venue of the Special Town Meeting to be held on Wednesday, October 29, 2008 at 7:00 p.m.

**VOTE:** This motion was approved unanimously.

**18.A.** Discuss and take action on changing the venue for a Special Town Meeting for Wednesday, October 29, 2008 at 7:00 p.m. to the Walter C. Polson Middle School.

**MOVED** by Selectman Gladstone and seconded by Selectman Traugh to **change the venue for the Special Town Meeting for Wednesday, October 29, 2008 at 7:00 p.m. to the Walter C. Polson Middle School**

**VOTE:** This motion was approved unanimously.

**MOVED** by Selectman MacDougald and seconded by Selectman Kokoruda to close the agenda.

**VOTE:** This motion was approved unanimously.

**19.** Adjournment.

**MOVED** by Selectman Gladstone and seconded by Selectman MacDougald to adjourn the meeting at 11:27 a.m.

**VOTE:** This motion was approved unanimously.

Respectfully submitted,

Judy Palmer  
Recording Secretary

Handout from Selectman Haugh  
10/14/2008

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### **Madison Senior and Disabled tax Relief Program Policy Options and Recommendations for Discussion**

#### **Maintain current Madison senior/disabled tax relief underlying program principles:**

1. Eligibility is based on financial need and residency (as allowable under state law)
2. Program design and administration emphasizes simplicity, accessibility and transparency
3. Program costs should be manageable, sustainable and not pose an unreasonable burden on taxpayers not in the program

#### **Tax Freeze:**

- No creation of a new senior/disabled abatement tax freeze program, either partial or complete, at this time.  
*Rationale: The 2007 and 2008 committees have studied this policy option and both have advised strongly against the creation of an abatement tax freeze program*
- However, a senior/disabled deferral tax freeze program can be promoted using the current tax deferral ordinance.  
*Rationale: This option was supported by both the 2007 and 2008 Committees.*

#### **Current Abatement Program**

- No change to the current cap (0.5% of total town budget). However, consider an mandatory review of the cap if increasing enrollment numbers result in a decline in individual benefit amounts  
*Rationale: Both committees noted that the abatement program costs have always come in under the allowable cap and recommended structural changes so that the cap would be fully utilized.*
- Change current eligibility guidelines to include a medical hardship provision, modeled after Guilford  
*Rationale: Recommended by 2008 Committee; Consistent with program principles*
- Change the fixed benefit amount feature to a modified pro rata program. For example, there could be two tiers. Participants in the lower income group would receive a larger benefit.  
*Rationale: Is a compromise between the differing recommendations of the two committees.*
- Change residency requirement to 10 years, if Town Council rules this is possible  
*Rationale: Recommended in 2008; Consistent with program principles*

#### **Current Deferral Program**

- Change the deferral program eligibility to include higher incomes levels and greater annual deferral amounts, and improve program administration, as recommended by the 2007 Committee.  
*Rationale: The 2007 Committee studied the deferral program in depth. The Committee determined that the deferral program was the best option to provide substantial tax relief in excess of what could be provided in an abatement program.*

### Comparison of 2007 and 2008 Committee Recommendations

2007 Committee	2008 Committee
Does not recommend abatement tax freeze due to cost projection of program.	Does not recommend abatement tax freeze due to cost projection of program.
	Does not recommend partial abatement tax freeze
<p>Recommends changes to current partial abatement program</p> <ul style="list-style-type: none"> <li>• <b>No change in cap</b></li> <li>• Add a new category for incomes under \$20,000</li> <li>• Increase the abatement benefit for those making less than \$32,000.</li> <li>• No change in benefits for other income categories</li> </ul>	<p>Recommends changes to current partial abatement program</p> <ul style="list-style-type: none"> <li>• <b>No change in cap</b>; however, cap may need to be modified if the number of participants increases</li> <li>• Repeal income categories</li> <li>• Give all participants the same benefit amount</li> <li>• Change the residency requirement from 5 to 10 years (with a grandfather provision)</li> <li>• Add a medical hardship provision, modeled after Guilford's.</li> </ul>
<p>Recommends changes to deferral program</p> <ol style="list-style-type: none"> <li>1. Increase maximum annual deferral and enhance eligibility guidelines for older seniors and long term residents <ul style="list-style-type: none"> <li>▪ Increase maximum annual deferral to a base of \$8,000.</li> <li>▪ Increase the maximum eligible income to \$90,000</li> <li>▪ Pro-rate the maximum deferral for participants with incomes between \$50,000 and \$90,000</li> <li>▪ Adjust the maximum base deferral upward for age and years of residency</li> </ul> </li> <li>2. Assure flexible administration of the program so seniors can identify deferral amounts and effectively "freeze" their taxes, within the program guidelines.</li> <li>3. Improve program administration <ul style="list-style-type: none"> <li>▪ Develop and disseminate educational materials.</li> <li>▪ Eliminate the current restriction in application of the program that deferred amounts must be either 50% or 100% of taxes owed.</li> <li>▪ Modify program administration so that it more "user friendly."</li> </ul> </li> </ol>	<p>Recommends continuation of deferral program.</p> <ul style="list-style-type: none"> <li>▪ Not clear if the committee supported the recommendations of the 2007 committee.</li> <li>▪ Notes that a tax freeze deferral program should be possible under existing</li> </ul>