

MEETING DATE:

Monday, December 15, 2008

MEETING PLACE:

Madison Room - Town Campus

## **Board of Selectmen Meeting Minutes**

First Selectman Goldberg called the Meeting of the Board of Selectmen to order at 6:40 p.m. Present were Selectmen Goldberg, Kokoruda, Traugh, and Gladstone. Selectman MacDougald was absent.

**MOVED** by Selectman Gladstone and seconded by Selectman Kokoruda to enter into Executive Session at 6:40 p.m. to discuss Personnel.

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

(7:05 p.m. enters Selectman MacDougald)

### 1. Personnel

**MOVED** by Selectman Gladstone and seconded by Selectman Traugh to exit Executive Session at 7:40 p.m.

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

First Selectman Goldberg called the Regular Meeting of the Board of Selectmen to order at 7:44 p.m. Present were Selectmen Goldberg, Gladstone, Kokoruda, Traugh, and MacDougald.

### 2. Approval of minutes - November 24, 2008

**MOVED** by Selectman Kokoruda and seconded by Selectman Traugh to approve the minutes of November 24, 2008 as written.

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

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

**VOTE:** 4-0-1 This motion was approved; Selectman Gladstone abstained.

### 3. Citizen Comments.

None.

### OLD BUSINESS

#### 4. Discuss and take action on allowing for on-line credit card payments. (tabled 12/1/2008)

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

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

**DISCUSSION:** Director of Town Services Alma Carroll described the services offered by Official Payments Corporation - a company which provides electronic payment services in collecting property taxes for the Town. The taxpayer is responsible for payment of the three percent (3%) convenience fee. The Town would collect 100% of the actual tax payment.

**MOVED** by Selectman Kokoruda and seconded by Selectman Gladstone to enter into a two-year contract in order to establish on-line credit card payments.

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

5. Discuss and take action on Policy Recommendations for Town Campus Room Reservations. (tabled 12/1/2008)

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

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

**DISCUSSION:** Director of Town Services Alma Carroll stated that due to an increase in activity level, new policies and procedures need to be put in place in order to streamline the meeting room reservation process and maintain compliance with Freedom of Information legal requirements regarding posting of meeting schedules, agenda, and minutes. This policy would define that Town Campus meeting rooms may only be reserved by permanent Boards, Commissions and Ad Hoc committees appointed by the Board of Selectmen who are required to file agendas and minutes. All other organizations will be asked to find alternate locations to hold their meetings, such as Memorial Town Hall, the Senior Center, the Police Community Training Room, school facilities, Scranton Memorial Library, and others.

**MOVED** by Selectman Gladstone and seconded by Selectman Kokoruda to adopt the proposed Policy Recommendations for Town Campus Room Reservations.

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

### **NEW BUSINESS**

6. Presentation regarding proposed stadium at Strong Field.

**PRESENTATION:** First Selectman Goldberg introduced Larry Ciotti and Duo Dickinson who gave a presentation for a proposed stadium at Strong Field; an idea advocated by some Madison residents and parent groups - to be financed by the raising of private funds. Duo Dickinson presented the Selectmen with handout entitled "The Strong Center at The Surf Club Proposal" and a map entitled "Surf Club Playing Field Improvements Concept Plan B." The proposal would enhance the present facility, bring it up-to-date, and have the ability to open the park to all sports and cultural venues.

7. Discuss and take action on recommendation from the Beach and Recreation Commission to approve the Bauer Barn Project. Does not require Town funding.

**DISCUSSION:** Peter Gulick, Gulick and Spradlin, stated his company would like to donate their time to restore the barn. The project will include a new roof, new siding, posts placed on cement piers, new hardware and new doors. The Summer Hill Foundation would provide \$80,000 covering the cost of the materials and the Bauer Trust would provide \$9,000 for the electrical work. No funds are needed from the Madison taxpayers.

**MOVED** by Selectman Kokoruda and seconded by Selectman MacDougald to approve recommendation from the Beach and Recreation Commission to accept a donation of time from Gulick and Spradlin to restore the Bauer Barn, from Summer Hill Foundation for the materials, and the Bauer Trust for electrical work - with our thanks!

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

**8. Presentation regarding Lowery Field Parking and Field Improvements.**

**PRESENTATION:** Assistant Town Engineer Mike Ott made a presentation on expansion of Lowry Field Parking area. This project would be funded through the Planned and Cycled Maintenance program. The parking lot currently accommodates 24 vehicles; the plan would double the capacity.

**9. Presentation of East Wharf Accessibility Improvements.**

**PRESENTATION:** Assistant Town Engineer Mike Ott noted that this project can be funded through LoCap. This project would enhance accessibility to the water by constructing a walkway from the gazebo to the wharf. The cost is estimated to be approximately \$50,000.

**10. Discussion of donation of services by Madison Earth Care Services, Inc.**

**DISCUSSION:** Bob Blunden, Madison Earth Care, stated he and his company would like to donate labor services to the Town during the winter months. Director of Facilities Bill McMinn outlined several projects: cutting brush at the Surf Club and Bauer Farm, installing plantings to screen the Butler and the Utility buildings at the Surf Club, reconstructing playground equipment, building a pergola, and re-pointing stone walls at Bauer Farm.

**MOVED** by Selectman Kokoruda and seconded by Selectman MacDougald to open the agenda to 'take action to accept donation of labor services by Madison Earth Care Services, Inc.'

**VOTE:** This motion to open the agenda was approved unanimously.

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

**VOTE:** This motion to close the agenda was approved unanimously.

**MOVED** by Selectman MacDougald and seconded by Selectman Kokoruda to accept the donation of labor services from Madison Earth Care Services, Inc. to work on projects outlined by Bill McMinn.

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

**11. Update on Department of Transportation plans to further develop the Madison Train Station.**

**UPDATE:** Assistant Town Engineer Mike Ott outlined planned improvements to the train station which will bring the facility to a full-service dual platform to improve transportation along the shoreline. The State wants to construct a north-side high level platform, 3-level parking structure (585 parking spaces), and a pedestrian bridge to connect the two platforms. The Environmental Assessment Study can be found on Madison's website via a link.

12. Update on planning for **Town/Board of Education** space requirements.

**UPDATE:** Director of Facilities Bill McMinn stated the Joint Facilities Review Committee is presently looking at space requirements of certain school and Town facilities. The committee wrote a request for a Request for Qualification (RFQ), they received 14 qualifications, and have interviewed five.

13. Discuss and take action on recommendation from the Island Avenue Building Committee to award bid for the Island Avenue Roof Replacement to East Wharf Architects for a total bid price of \$42,800.

**DISCUSSION:** Director of Facilities Bill McMinn stated East Wharf Architects was the low bidder; they are well-qualified; funds will come from LoCap.

**MOVED** by Selectman Kokoruda and seconded by Selectman MacDougald to approve recommendation from the Island Avenue Building Committee to award **bid for architectural services for the Island Avenue Roof Replacement to East Wharf Architects** for a total bid price of \$42,800.

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

14. Discuss and take action on **amending** the call for the **Special Town Meeting** on Tuesday, December 30, 2008 at 7:00 p.m. in Conference Room A - Town Campus for the following purpose:

- To consider and take action on amending the **Pension Plans** for Employees of the Town of Madison and the Madison Police Department. These technical amendments do not change the benefit structure. It brings the plan's language into compliance with IRS requirements.

**DISCUSSION:** First Selectman Goldberg stated Town Counsel suggested bringing forward the amendments of the pension plans for both the Employees of the Town of Madison and the Madison Police Department.

**MOVED** by Selectman Kokoruda and seconded by Selectman MacDougald to amend the call for the **Special Town Meeting** on Tuesday, December 30, 2008 at 7:00 p.m. in Conference Room A - Town Campus as read above.

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

15. Discuss and take action on calling the **Annual Town Meeting** for Tuesday, January 27, 2009 at 7:30 p.m. in the Upper Level of the Memorial Town Hall for the following purposes:

- State of the Town Report
- Five-Year Capital Plan

- To receive the Annual Report of the permanent Boards, Commissions, Agencies, Committees and the Town's Auditor Report in accordance with Article II, Section 2.1.4.1 of the Town Charter.
- To consider and take action on line item transfer request from Facilities for \$500,000 from Garage Equipment Storage Bay to Island Avenue Roof Replacement. (Pending Board of Finance approval on 12/17/08)

**MOVED** by Selectman MacDougald and seconded by Selectman Gladstone to call the **Annual Town Meeting for Tuesday, January 27, 2009** at 7:30 p.m. in the Upper Level of the Memorial Town Hall for the above purposes.

**DISCUSSION:** Selectman Traugh read the above call for Annual Town Meeting.

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

16. Discuss and take action on recommendation from the Job Evaluation Committee to approve the following Job Descriptions:

- \* **Director of Public Works and Town Engineer**
- \* **Assistant Director of Public Works and Assistant Town Engineer**

**MOVED** by Selectman MacDougald and seconded by Selectman Kokoruda to accept recommendation from the Job Evaluation Committee to approve the above two (2) Job Descriptions.

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

17. Discuss and take action on recommendation from the Joint Facilities Project Review Committee that the following project(s) are complete and the residual funding to be transferred to the Long Term Capital Maintenance Projects Fund Master Account.

**RESOLUTION:**

**BE IT RESOLVED THAT** the undesignated fund balance for the following projects . . .

* Surf Club Roof	\$15,662.74
* Playground / Town Hall	\$ 7,634.94
* Ryerson Ceiling Replacement	\$11,050.00
* Island Avenue HVAC / Modularity	\$32,098.00

. . . totaling **\$66,445.68** to be transferred to the Long Term Capital Maintenance Projects Fund Master Account.

**MOVED** by Selectman MacDougald and seconded by Selectman Kokoruda to accept resolution from the Joint Facilities Project Review Committee that the above **projects** are complete and the residual funding to be transferred to the **Long Term Capital Maintenance Projects Fund Master Account**.

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

18. Discuss and take action on 2009-2010 Budget Workshop Schedule.

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

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

19. 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 Kokoruda and seconded by Selectman Traugh to approve Line Item Transfers totaling \$502,919.03.

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

20. Discuss and take action on reappointment of Robert Kuchta as Tree Warden for the Town of Madison for a term to expire 12/31/2009.

**MOVED** by Selectman MacDougald and seconded by Selectman Traugh to reappoint **Robert Kuchta as Tree Warden** for the Town of Madison for a term to expire 12/31/2009.

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

21. Discuss and take action on reappointment of Donald Lewis as Sexton for the Hammonasset Cemetery and Richard Hahn as Sexton for the Rockland Cemetery for a two-year term 1/1/2009 - 1/1/2011.

**MOVED** by Selectman Gladstone and seconded by Selectman MacDougald to reappoint **Donald Lewis as Sexton** for the Hammonasset Cemetery and **Richard Hahn as Sexton** for the Rockland Cemetery for a two-year term 1/1/2009 - 1/1/2011.

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

22. Discuss and take action on resignation of Justin Terribile as an alternate member to the Planning and Zoning Commission.

**MOVED** by Selectman Traugh and seconded by Selectman Kokoruda to accept the **resignation of Justin Terribile** as an alternate member to the Planning and Zoning Commission - with our thanks!

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

23. Discuss and take action on resignation of Robert Speziale from the Bauer Park Advisory Committee.

**MOVED** by Selectman MacDougald and seconded by Selectman Gladstone to accept the **resignation of Robert Speziale** from the Bauer Park Advisory Committee - with our thanks!

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

24. Tax Abatements/Refunds.

**REQUEST FOR REFUNDS OF PROPERTY TAXES**

Howard Simon	\$ 25.95
DIRECTV	\$ 164.76
DCFS Trust	\$ 166.34
Honda Lease Trust	\$ 162.47
Toyota Motor Credit Corporation	\$ 122.42

**MOVED** by Selectman Kokoruda and seconded by Selectman Gladstone to approve refunds in the amount of \$641.94.

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

25. Liaison Reports/Selectmen Comments.

First Selectman Goldberg stated that the Town of Madison received a donation in the amount of \$22,832.96 from the Connecticut Energy Efficiency Fund (CEEF) Gas Incentive Program for installing a high efficiency boiler at Island Avenue School. The program, administered through Southern Connecticut Gas (SCG) by Northeast Utilities (UI), provides incentive payments to gas customers to encourage them to select systems that will reduce overall gas consumption.

26. Adjournment.

**MOVED** by Selectman MacDougald and seconded by Selectman Gladstone to adjourn the meeting at 10:05 p.m.

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

Respectfully submitted,

Judy Palmer  
Recording Secretary