

SUBJECT TO APPROVAL

MEETING DATE: MONDAY, JANUARY 14, 2019
8:30 A.M.

MEETING PLACE: TOWN CAMPUS ROOM A

BOARD OF SELECTMEN MEETING MINUTES

8:30 a.m. Regular Session

First Selectman Banisch called the Regular Session of Monday, January 14, 2019 to order at 8:30 a.m. Present were First Selectman Banisch, Selectwoman Ferris, Selectman Goldberg, Selectman Murphy, and Selectman Wilson.

1. Pledge of Allegiance.
First Selectman Banisch led the Pledge of Allegiance.
2. Approval of Minutes.

MOVED by Selectman Wilson and seconded by Selectman Murphy to **APPROVE** the minutes of December 19, 2018.

VOTE: the motion was approved unanimously.

3. First Selectman's Comments.
 - a. Wendy Larson and Bob Kuchta have both retired and we wish them luck In their retirements.
4. Public Comment.
None.
5. Discuss and take action on setting standard mileage rate at .58 cents per mile for all business miles driven per IRS guidelines – effective as of January 1, 2019.

MOVED by Selectwoman Ferris and seconded by Selectman Murphy to **APPROVE** setting standard mileage rate at .58 cents per mile for all business miles driven per IRS guidelines – effective as of January 1, 2019.

VOTE: the motion was approved unanimously.

6. Discuss and take action to approve promoting Colleen Kiesewetter to the position of Tax Collector located within the Tax Collector department. The position is Exempt. Rate of pay is Grade 13, Step 3 \$80,194.36 annually. The position is budgeted, not requiring an appropriation of funds. The position vacancy was created by a resignation.

DISCUSSION: First Selectman Banisch congratulated Ms. Kiesewetter on this promotion and stated that the Town is glad to see her move into this role.

MOVED by Selectman Murphy and seconded by Selectman Wilson to **APPROVE** promoting Colleen Kiesewetter to the position of Tax Collector located within the Tax Collector department.

VOTE: the motion was approved unanimously.

7. Discuss and take action to approve the appointment of David B. Blackwell, Jr. of The Swan Funeral Home as Subregistrar of Vital Statistics for the Town of Madison pursuant to CGS Sec. 7-65 (b).

MOVED by Selectman Wilson and seconded by Selectman Murphy to **APPROVE** the appointment of David B. Blackwell, Jr. of The Swan Funeral Home as Subregistrar of Vital Statistics for the Town of Madison pursuant to CGS Sec. 7-65 (b).

VOTE: the motion was approved unanimously.

8. Discuss and take action to close the East Wharf Beach Park Walkway Account.

DISCUSSION: Scot Erskine stated that this is a longstanding project which was paid out to a contractor but would now be handled in-house by the Building and Grounds Department, thus eliminating the need for the funding to a contractor.

MOVED by Selectman Wilson and seconded by Selectman Murphy to **APPROVE** closing the East Wharf Beach Park Walkway Account

VOTE: the motion was approved unanimously.

9. Discuss and take action to approve a Special Appropriation request from the Police Department / Communications in the amount of \$10,677.70 to fund radio equipment due to unanticipated failure current equipment.

DISCUSSION: Captain Race stated that this is the antenna for Public Works and this will take down the current set up and provide new equipment which will afford full coverage for the crew's radio equipment. The current equipment is older than others and has met the end of its useful life.

MOVED by Selectman Wilson and seconded by Selectman Murphy to **APPROVE** a Special Appropriation request from the Police Department / Communications in the amount of \$10,677.70 to fund radio equipment due to unanticipated failure current equipment.

VOTE: the motion was approved unanimously.

10. Discuss and take action to approve a Line Item Transfer request from the Beach & Recreation Department in the amount of \$24,200.

DISCUSSION: First Selectman Banisch stated that the Town has contracted with a new security company to patrol the parks and beaches, and the funds need to be moved from a salary account to the contractor account. Director Scot Erskine stated that the contractor started in the fall and that they have been well-received by the public. There are many positive aspects to this patrol. First Selectman Banisch stated that this service would be incorporated into the oversight of the beaches for the next summer season. The Board also reviewed that the security firm provides a supervisor for weekend shifts who reports to the Beach & Rec. Director. The men wear uniforms which designate them as Port Security and also drive the Town Beach & Recreation vehicle, which has made clear their official role on behalf of the Town.

MOVED by Selectman Murphy and seconded by Selectman Wilson to **APPROVE** a Line Item Transfer request from the Beach & Recreation Department in the amount of \$24,200.

VOTE: the motion was approved unanimously.

11. Discuss and take action to approve a Line Item Transfer request from the Public Works Department in the amount of \$40,000.

DISCUSSION: John Iennaco stated that the department had taken a hit with equipment repairs and the line item needed additional funding. The Town is working to revamp a few things for the next budget cycle to ensure that accounts are properly funded going forward.

MOVED by Selectman Murphy and seconded by Selectman Wilson to **APPROVE** a Line Item Transfer request from the Public Works Department in the amount of \$40,000.

VOTE: the motion was approved unanimously.

12. Discuss and take action to appoint Guy MacPherson as the Interim Tree Warden for a term to expire June 30, 2019.

DISCUSSION: First Selectman Banisch stated that Mr. MacPherson has been serving as the Deputy Tree Warden for some time; and that this appointment was due to the retirement of Bob Kuchta.

MOVED by Selectman Goldberg and seconded by Selectman Wilson to **APPROVE** the appointment of Guy MacPherson as the Interim Tree Warden for a term to expire June 30, 2019.

VOTE: the motion was approved unanimously.

13. Discuss and take action to approve authorizing the First Selectman to execute an Agreement between the Town of Madison and Connecticut Communications, Inc. for a New VoIP Unified Communications System for the Madison Police Department. The Agreement will be consistent with the RFP issued by the Town on October 15, 2018 and the vendor's response to the RFP.

DISCUSSION: First Selectman Banisch stated that the Board had received an overview prior to the meeting and confirmed that there were no questions regarding this request.

MOVED by Selectman Murphy and seconded by Selectman Wilson to **APPROVE** authorizing the First Selectman to execute an Agreement between the Town of Madison and Connecticut Communications, Inc. for a New VoIP Unified Communications System for the Madison Police Department.

VOTE: the motion was approved unanimously.

14. Discuss and take action to call a Special Town Meeting on Monday, January 28, 2019 in Town Campus Room A, at 6:45 p.m. to for the following item:
 1. To approve a funding request from the Board of Education to replenish the Special Education Excess Cost Accounts in the amount of \$85,000.

MOVED by Selectman Wilson and seconded by Selectman Murphy to **APPROVE** calling a Special Town Meeting on Monday, January 28, 2019 in Town Campus Room A, at 6:45 p.m. to for the above item.

VOTE: the motion was approved unanimously.

15. Discuss and take action to approve adding two alternate positions to the Charge of the Ad-Hoc Bicycle and Pedestrian Advisory Committee.

DISCUSSION: Chairwoman Virginia Raff stated that the committee has been tasked with a lot of work and there are at least two people who are eager to serve on the committee and seating them as alternates seems the best option.

MOVED by Selectman Murphy and seconded by Selectman Wilson to **APPROVE** adding two alternate positions to the Charge of the Ad-Hoc Bicycle and Pedestrian Advisory Committee.

VOTE: the motion was approved unanimously.

16. Discuss and take action to approve the resignation of Cathi Bosco from the Ad-Hoc Bicycle and Pedestrian Advisory Committee.

MOVED by Selectman Wilson and seconded by Selectman Murphy to **APPROVE** the resignation of Cathi Bosco from the Ad-Hoc Bicycle and Pedestrian Advisory Committee.

VOTE: the motion was approved unanimously.

17. Discuss and take action to approve the appointment of David Tomasso to the Ad-Hoc Bicycle and Pedestrian Advisory Committee.

MOVED by Selectman Murphy and seconded by Selectwoman Ferris to APPROVE the appointment of David Tomasso to the Ad-Hoc Bicycle and Pedestrian Advisory Committee.

VOTE: the motion was approved unanimously.

18. Update on the Strategic Planning Process.

DISCUSSION: Project Manager Lauren Rhines stated that there has been work on the draft document since the last BOS meeting. In December, two workshops were held with the internal stakeholders to create a working document. That document draft was provided to the internal stakeholders for comment and then those comments were being incorporated into the next draft. This updated draft was supposed to be sent to the Town this week and also this afternoon the consultant would be calling the Project Manager and First Selectman to review the working draft. From there, the Project Manager suggested that the Board needed to hold additional workshops with the internal stakeholders to work through the draft document and ensure that a draft plan that was supported by all three elected boards could be presented to the Town. The Project Manager also suggested that the public input might be facilitated by an outside consultant to ensure maximum public outreach and input; and that this consultant did not need to be the same one as drafted the document.

The Board also reviewed that they would like to have the process final by the beginning of the next Fiscal Year.

19. Citizens comments.

None.

20. Liaison Reports/Selectmen Comments.

Scott Murphy	Wendy Larson's retirement, Youth Svcs. Board
Bruce Wilson	CIP
Jean Ferris	Senior Commission
Al Goldberg	BOPC
Tom Banisch	Ambulance Association, Beach & Rec.

21. Adjournment.

There being no objections, First Selectman Banisch adjourned the meeting at 9:36 a.m.

Respectfully submitted,

Lauren Rhines
Executive Assistant