

SUBJECT TO APPROVAL

MEETING DATE: MONDAY, JANUARY 27, 2020
6:00 P.M.

MEETING PLACE: POLSON SCHOOL AUDITORIUM

BOARD OF SELECTMEN MEETING MINUTES

6:00 p.m. Special Session

First Selectwoman Lyons called the Special Session of Monday, January 27, 2020 to order at 6:04 p.m.

1. Pledge of Allegiance.
First Selectwoman Lyons led the Pledge of Allegiance.
2. Approval of minutes

MOVED by Selectman Goldberg and seconded by Selectman Murphy to **APPROVE** the minutes of January 15, 2020.

VOTE: the motion was approved with four votes in favor; Selectwoman Duques was not present.

3. First Selectwoman's Updates

First Selectwoman Peggy Lyons gave an overview of ongoing projects and progress reports on the work of the First Selectwoman's Office; the overview is attached to the **end of these minutes**.

4. Liaison Reports / Selectmen Comments

Scott Murphy	BOE
Al Goldberg	Ad-Hoc Government Study Committee
Bruce Wilson	Ad-Hoc Island Avenue Future Use Committee

5. Citizen comments

Maureen Lopes of Old Farms Rd stated that there was an article in the source regarding the two referendum votes for the Town and she agreed with the plan to move both items to a vote at the same time.

OLD BUSINESS

6. Information from Census Partnership Specialist, Michael Burke.

Mr. Burke provided an overview of the Census Plan. He thanked the Board for allowing him to present to the public. He stated that, when counted accurately, the Census ensures the proper representation at the federal level as well as the proper funding amounts for aid. The Census is important, safe, easy and brings money to individual towns. Census data also helps determine road infrastructure updates, hospital locations, and business growth. Additionally, he stated that particular effort needs to be made to make sure that children are counted as children younger than 10 years of age have not been recorded on a prior Census. He also confirmed that the information provided through the Census is confidential through Title 13; information will not be shared. There are four way to respond to the Census: 1. By telephone 2. Online 3. By mail 4. With in-person Census taker.

There is also a need for Census takers. These positions are high-paid and will last from April 2020 through July 2020. Residents interested in applying for these positions should go to www.2020census.gov/jobs.

First Selectwoman Lyons questioned how the Town could help with this effort and Mr. Burke stated that the Town should disseminate information through many channels and the Town should encourage other organizations to spread information to their communities.

7. Discuss referendum timeline for Capital Projects for the Board of Education and the Academy School Building.

First Selectwoman Lyons stated that she was going to Table this item until the next meeting. She stated that she meant with Bond Counsel and he will attend our next meeting to provide a firmer timetable for referendum.

8. Discuss Academy Project Timeline.

First Selectwoman Lyons stated that there has been a lot of discussion about the Academy School project. She stated that she had indicated her intention to explore some new ideas about the Academy School project. There was a lot of support for the Community Center project, but also some concerns about the sustainability of the project as well as the need for the project in Town. Also, the cost and tax impact were concerns of people she spoke to on the campaign trail.

She stated that the concept might be built on to make an enhanced plan for the building that would create a more vibrant downtown. Overall, there is a need to look at this project strategically, incorporating the needs for the town at-large. The operating plan being worked on now will be developed between March and May 2020 and then reported to the Board of Selectmen at its completion. Updates may appear on Board of Selectmen Agendas between now and May. The end goal would be to continue to a Bonding Referendum in Fall 2020.

Selectman Wilson questioned if there was any anticipation that the project would drift far from the plan that was brought by the Ad-Hoc Academy School Community Center Design Committee already. She stated that plans for a more sustainable income could be

a part of the new plan brought forward. Also some ideas about performance space might be revised. But overall the idea is to look at the plan more holistically not as a stand-alone project.

Selectman Wilson stated that at some point he expects that there will be touch-points with the community to present any changes in the plan for the future of the building. He added that the CIP Committee is coming up on reviewing the Arts Barn building and that this might be an opportunity to shift funds for the maintenance on this building to the fund part of the expense for the Academy Building.

Selectman Murphy confirmed that the revisions were still in alignment with the results of the Great Blue Research survey.

First Selectwoman Lyons stated that there would be more information to come and that information would be brought to the public, including through Public Hearings.

Selectman Murphy also cautioned that the Town would need to determine the skills needed to successfully run the building and whether or not these skills currently existed in Town staff.

9. Discuss Sow, Grow, Savor: an intergenerational edible gardening program at the Madison Senior Center - Austin Hall, Director of Senior Services.

Senior Services Director, Austin Hall, stated that the department was approached by a student at UConn who has an idea to build two raised garden beds, and an arbor to grow vegetables and herbs in an inter-generational garden. She received a grant from UConn to fund the project and she also has an Eagle Scout from Madison on-deck to help with the project. The garden will teach children the importance of sustainability and gardening while also including seniors in the work. Austin provided an overview of the location for the garden as well. The Board reviewed that they would formally approve the project at their next meeting. The Board also reviewed that if the garden does not work out, the staff would continue to use the space to grow some vegetables and herbs used in the preparation of meals at the Senior Center.

10. Discuss and take action to approve revising membership of the Ad-Hoc Island Avenue Committee to 8 members.

First Selectwoman Lyons stated that there were many applicants for this and the Ad-Hoc Committee noted in the next item and that increasing the committee size would allow for the appointment of as many qualified applicants as possible. The Board reviewed that increasing membership may also.

Selectman Duques stated that she believed the Charge was specific enough to not need additional members. The scopes are limited and therefore adding more people might increase conflict. Selectman Goldberg stated that there might be some research for the committees to conduct and having less members may overburden the smaller group of volunteers.

Lauren Rhines confirmed for the Board that most prior Ad-Hoc Committees were comprised of 6-7 members. The impetus for an odd number committee would be to eliminate the possibility for a split vote.

Selectman Wilson stated that he would be in favor of an odd number committee. Selectman Murphy stated that he would support an odd number membership as well.

MOVED by Selectman Wilson and seconded by Selectman Murphy to **APPROVE** revising membership of the Ad-Hoc Island Avenue Committee to 7 members.

VOTE: the motion was approved unanimously.

11. Discuss and take action to approve revising membership of the Ad-Hoc Government Study Committee to 8 members.

MOVED by Selectman Wilson and seconded by Selectman Murphy to **APPROVE** revising membership of the Ad-Hoc Government Study Committee to 7 members.

VOTE: the motion was approved unanimously.

12. Discuss Transfer Station Advisory Committee and Madison / Guilford Transfer Station.

First Selectwoman Lyons stated that the Town has an agreement with Guilford for the oversight of the Transfer Station. The two towns share the cost and revenue of the site and both Towns are supposed to populate an Advisory Committee for the oversight of the location.

Town Services Coordinator, Lauren Rhines, overviewed the current commission information and provided a Draft Committee Charge to the Board. The Board reviewed that they would take action on a Charge for this Committee at a future meeting.

NEW BUSINESS

13. Discuss and take action to approve the hiring of John Radley, Jr. to the position of Attendant located within the Senior Center. The position is non-exempt. Rate of pay is Grade 5, Step 1 - \$19.39 per hour. The position is budgeted, not requiring an appropriation of funds. The position vacancy is a new position and was approved by the Job Evaluation Committee.

MOVED by Selectman Murphy and seconded by Selectman Goldberg to **APPROVE** the hiring of John Radley, Jr. to the position of Attendant located within the Senior Center. The position is non-exempt. Rate of pay is Grade 5, Step 1 - \$19.39 per hour.

VOTE: the motion was approved unanimously.

There being no objection, the Board adjourned to the Annual Town Meeting at 7:00 p.m.

The Board reconvened from the Annual Town Meeting to the Special Meeting at 7:34 p.m.

14. Discuss and take action to appoint the following members to the Bicycle and Pedestrian Advisory Committee:

Terms to expire January 1, 2024:

Sean Alexander
John Biehn
Jason Englehardt
Virginia Raff
Ellen Weiss

Alternate:
Tony Davis

Terms to expire January 1, 2022:

Bruce Beebe
David Tommaso
Lianne Herdle
Lynn Stechschulte

Alternate:
Tony West

MOVED by Selectman Wilson and seconded by Selectman Murphy to **APPROVE** the above appointments to the Permanent Bicycle and Pedestrian Advisory Committee, excluding Jason Englehardt who is not seeking appointment.

VOTE: the motion was approved unanimously.

15. Discuss and take action to approve a Resolution endorsing the South Central Regional Council of Governments (SCRCOG) Regional Performance Incentive Program (RPIP) proposals pertaining to the Regional Cybersecurity Initiative, and School Waste Diversion Pilot Program; authorizing SCRCOG to apply for funding under RPIP, and authorizing SCRCOG to enter into any required contract and/or agreement should the proposals be selected for an RPIP award, all as referenced in Connecticut General Statutes Section 4-124s.

DISCUSSION: First Selectwoman Lyons stated that these are two grants that the Town would benefit from.

MOVED by Selectman Wilson and seconded by Selectman Goldberg to **APPROVE** a Resolution endorsing the South Central Regional Council of Governments (SCRCOG) Regional Performance Incentive Program (RPIP) proposals pertaining to the Regional Cybersecurity Initiative, and School Waste Diversion Pilot Program; authorizing SCRCOG to apply for funding under RPIP, and authorizing SCRCOG to enter into any required contract and/or agreement should the proposals be selected for an RPIP award, all as referenced in Connecticut General Statutes Section 4-124s.

VOTE: the motion was approved unanimously.

16. Tax Abatements / Refunds.

None.

17. Citizen Comments.

Fran Brady of Genesee Lane stated that the quorum requirement for 75 people was not articulated prior to the meeting. It would be helpful for this to be included in the notice for the meeting.

Tina Failing of 75 Bradley Corners questioned the quorum rules pertaining to the count at the start of the meeting. Town Services Coordinator, Lauren Rhines, explained the establishment of quorum.

A resident stated that the Town has changing needs based on demographic information and that long-term strategic planning should take into consideration these changing needs.

18. Executive Session

a. Lease Negotiations – Island Avenue School.

MOVED by Selectman Murphy and seconded by Selectman Goldberg to approve moving into Executive Session at 7:42 p.m.

Invited in was Town Services Coordinator / Risk Manager, Lauren Rhines.

VOTE: the motion was approved unanimously.

There being no objections, the Board adjourned back to Special Session at 8:38 p.m.

19. Adjournment.

There being no objections, First Selectwoman Lyons adjourned the meeting at 8:38 p.m.

Respectfully submitted,

Lauren Rhines
Town Services Coordinator / Risk Manager

First Selectwoman Update

- Town meeting at 7 p.m. tonight
- Joint Budget Workshops with Board of Selectmen and Board of Finance complete
 - Departmental review of individual budgets
- CIP Capital Plan review by committee complete
 - recommendation made
- Next step is BOS to review budget on 2/13
 - Working towards Budget Referendum date of May 19

Academy Timeline

- Concept Formation (December – March)
 - Leverage Academy Community Center Design Committee (ACCD) proposal to explore additional usage opportunities in the mission of arts, education, culture and recreation
 - Conduct feasibility/demand analysis of usage
 - Assess current town community space issues
 - Assess renovation budget relative to revised operating objectives
 - Explore potential role of Academy in downtown master plan
- Develop Operating Plan (March – May)
 - Refine usage plan relative to ACCD Community Center Proposal
 - Review building management and ownership structure options
 - Identify funding options: municipal bonding, grants, philanthropic, other
 - Provide project updates to Board of Selectmen and public, when appropriate

Academy Timeline (cont)

- Propose, Finalize & Prepare for Referendum (May – August)
 - Present revised Operating Plan to Board of Selectman, if applicable
 - Board of Selectman review and input
 - Community review
 - Public Hearing
 - Board of Selectmen approval, Board of Finance approval
- Referendum Question Finalized (August/September)
- Public Bonding Referendum (Fall 2020)