

## SUBJECT TO APPROVAL

**MEETING DATE:** TUESDAY, FEBRUARY 9, 2021  
8:00 A.M.

**MEETING PLACE:** ZOOM ONLINE MEETING

### BOARD OF SELECTMEN MEETING MINUTES

#### **8:00 a.m. Regular Session**

First Selectwoman Lyons called the Regular Session of Tuesday, February 9, 2021 to order at 8:03 a.m. Also in attendance were Selectwoman Duques, Selectman Goldberg, Selectman Murphy and Selectman Wilson.

1. Pledge of Allegiance.  
First Selectwoman Lyons led the Pledge of Allegiance
2. Approval of minutes: January 25, 2021

**MOVED** by Selectman Wilson and seconded by Selectwoman Duques to approve the minutes of January 25, 2021.

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

3. First Selectwoman's Updates.
  - a. COVID-19 Response and Town Operations Update.

First Selectwoman Lyons provided an overview which is attached to these minutes.

4. Liaison Reports/Selectmen Comments.

Scott Murphy Library Building Committee  
Erin Duques Affordable Housing Committee

5. Citizen comments.

Maureen Lopes, she has an appointment for vaccine next week. However, early on she had notified the Senior Center that they would want the vaccine and she wasn't sure if she should remove herself from the Senior Center list. She also provided comments about the Library closing to the public and stated that other libraries were open and she was disappointed ours was not going to operate as normal.

Library Director, Sunnie Scarpa, stated that one main difference between Madison and Guilford is that the Guilford Library has full time

Sandy McKissick thanked the Board for all that they do for the Town. He joined the meeting to support naming February 21, 2021 Tom & Eileen Banisch Day in the Town of Madison. He added that Tom and Eileen have been a part of many town events and organizations and they have made a such a contribution to the Town. He stated that he would appreciate the Board taking consideration of this declaration.

Amy Stefanowski voiced her enthusiastic support to proclaim February 21, 2021 Tom & Eileen Banisch Day. She made the following comment:

I would like to also voice my enthusiasm for proclaiming today February 9th as Tom and Eileen Banisch day in Madison!

On behalf of both the Madison RTC as well as an 18 year resident of Madison, who likes to eat, shop, raise a family, grow a business, and enjoy all that the Town of Madison has to offer, Bob and I would like to personally thank Tom and Eileen Banisch for their many contributions to our town and to the spirit of our community.

Mr and Mrs Madison (I mean Banisch) can be seen everywhere, everyday making sure Madison is always the best it can be.

That is no where more evident of their dedication than our vibrant downtown.

South Carolina's gain is Madison's devastating loss.

Thank you Tom and Eileen for all you have done for the fabric of our community

You will be missed by so many and hope to see many join us for the Banisch day car parade on Feb 21st!

## **BUSINESS**

6. Discuss and take action to approve a Proclamation honoring Tom Banisch and Eileen Banisch.

Bruce Wilson read aloud a Proclamation honoring Town Banisch. Selectman Wilson stated that it was Tom who eased him into his service in Town Government. Tom set an example of being available to lend guidance and help; and in prioritizing volunteerism. Selectman Wilson stated that Tom has tremendously helped in recruiting and sustaining other Town volunteers.

Scott Murphy read aloud a Proclamation honoring Eileen Banisch.

Eileen and Tom Banisch thanked the Board for their honor. First Selectwoman Lyons thanked the Banisches for their support of the Town and their service to the public.

Selectwoman Duques thanked the Banisches for their service and she added that when she moved into town 20 years ago, the Banisches welcomed her into town. They have set a great example of what it means to give back to the community.

Selectman Goldberg stated that the Banisches will be missed, and that their service to the Town was remarkable.

**MOVED** by Selectman Goldberg and seconded by Selectman Murphy to approve Proclamations honoring Tom Banisch and Eileen Banisch.

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

7. Discuss and take action to approve the reclassification of Flo Farrelly into the fulltime vacant position of Records Specialist.

**MOVED** by Selectman Wilson and seconded by Selectman Murphy to approve reclassification of Flo Farrelly into the fulltime vacant position of Records Specialist.

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

8. Discuss and take action to approve a Special Appropriation request from the E.C. Scranton Memorial Library in the amount of \$33,415 in anticipation of additional budget needs in the fourth quarter of fiscal year 2020/2021.

Library Director Sunnie Scarpa stated that the Library has been providing remote services and contactless pick up since June, with walk-in services beginning in October. After advice from the Health Director, the Library moved back from walk-in services. Part of this needs is attributed to the increased number of cases seen in Town and across the state in January. The Library is now restarting the conversation on how they can reopen to walk-in services again. This request would aid in that ability to reopen by funding a custodian to ensure that the cleaning protocols are followed to allow for the reopening. The funding request also includes other one-time reopening items. This request is a follow-up to an initial \$150,000 request at the beginning of the fiscal year.

Selectman Wilson questioned why the reopening requests were not included in the bonding funding for the construction. Ms. Scarpa stated that the bonding funding is very specific and some items cannot be included in the scope of the project.

Selectman Wilson questioned if the Board was aware of whether the Board of Finance indicated their thoughts on returning funding to the Library for the reopening. First Selectwoman Lyons stated that she was unsure of the Board of Finance thoughts but that the reopening of the Library is very important.

Selectman Wilson cautioned approving requests such as this in the mid-year of the budget cycle. Since this request pertains to the last 2-3 months of the current fiscal year, perhaps the Library should be looking at their operational budget first to determine whether funding was already available to cover these expenses.

The Board reviewed the funding that had been approved during the budget cycle last year. First Selectwoman Lyons stated that the Board of Finance had reduced the Library's budget request by \$175,000 in March of 2020 and now the Library is requesting these additional funds to allow them to offer more services during this time.

Selectman Murphy stated that as a whole, the Library has been the most fiscally responsible department that he has seen approach the Boards for any funding. He stated that the public is demanding a service and the Library is trying to do what they need in order to meet that demand.

Selectman Wilson stated that this is the third or fourth time that a department has approached the Board to say that they need more funding in addition to their approved budget funding. First Selectwoman Lyons stated that this year in particular was difficult because of COVID; to criticize department heads for an inability to predict their needs in this current fiscal year is unfair.

Selectman Murphy also stated that the scrutiny placed on requests from the Library is above and beyond scrutiny from other departments.

Selectwoman Duques questioned their breakdown of the request and also whether funding from other sources was available. Ms. Scarpa clarified the breakdown and also stated that the Library did not qualify for outside funding. Also, Ms. Scarpa detailed that the current budget being cut required putting some positions on hold, such as custodians and part-time employees. These positions are now needed in order to move forward with providing more services.

The Board also reviewed that there is a possibility that the new positions being funded in the Special Appropriation request would need to be requested in the 2021-2022 budget and could be cut again effective July 1, 2021. Selectman Wilson asked if the Library was prepared for that possibility and Ms. Scarpa stated that this was a possibility every year during the budget cycle.

Selectman Goldberg stated that the community has voiced that they want their library to be open and he encouraged the Board to consider the wants of the community.

Selectman Wilson stated that this request points to the bigger issues; he stated that he was thinking about the higher level issue of altering the operational budget mid-cycle. Also, Selectman Wilson stated that there is a hole in the Library budget of over \$30,000 due to pension costs and the on-going pension obligation is expected to increase as well. From an operating perspective that is the biggest stress on the Library budget; the Board should be considering funding the increase for this year. He stated that he was willing to support a special appropriation to make the Library whole on their pension cost increase. Then, in the budget discussions the Board should review how to make the Library whole going forward on the increase in the pension costs. Making the pension line item whole was a one-time request.

Jean Fitzgerald stated that the language of the motion does matter as the request should be used to fund payroll that will have an impact on the future years' budgets. The Board of Finance cut \$13,000 from the requested budget amount; not from the prior year funding.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Wilson to approve a Special Appropriation request in the amount of \$32,000 due to unexpected budget shortfalls relating to increased pension expenses in current fiscal year, 2020-2021.

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

9. Discuss follow-up options on selected topics relating to the Government Studies Committee: Ethics Commission, Health Council, Board & Commission Appointment Process.

First Selectwoman Lyons stated that the Board has accomplished many things this year, however, some items needed to be reviewed further, such as the Ethics Commission. She added that the Board of Selectmen Policies also needed review. Also, a permanent Facilities Committee should also be reviewed in the future. The Board reviewed the importance of an Ethics Commission for the future of the Town and in maintaining a best practices guideline. The Board discussed a boards and commissions review process and also the need to help create cross referencing between boards and commissions.

10. Discuss and take action to approve a recommendation from the Beach & Recreation Commission to increase boat rack fees effective July 1, 2022.

Director Scot Erskine stated that the fee increases would actually be effective in March of 2021 for renewals effective in the summer of 2021. Chairman Rob Card provided a presentation with overview of the fees assessed through the Beach & Recreation expenses.

**MOVED** by Selectman Wilson and seconded by Selectman Goldberg to approve a recommendation from the Beach & Recreation Commission to increase boat rack fees effective March 1, 2021.

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

11. Discuss and take action to approve a Special Appropriation request in the amount of \$20,000 to fund the increase in trash removal services for the downtown center.

**MOVED** by Selectman Wilson and seconded by Selectman Murphy to approve a Special Appropriation request in the amount of \$20,000 to fund the increase in trash removal services for the downtown center.

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

12. Discuss next steps in process to determine the future use of the Island Ave. School.

The Board reviewed that the Ad-Hoc Committee had proposed an RFP and now the Selectmen need to determine next steps. The Board reviewed that they may need a standalone meeting to discuss this topic fully.

13. Discuss and take action to appoint the public members of the Ad-Hoc Affordable Housing Committee.

This item was tabled to February 22, 2021.

14. Tax Abatements / Refunds.  
None.

15. Citizens comments.  
None.

16. Adjournment.  
There being no objections, the Board adjourned at 9:59 a.m.

The Town of Madison does not discriminate on the basis of disability, and the meeting facilities are ADA accessible. Individuals who need assistance are invited to make their needs known by contacting the Town's ADA/Human Resources Director Debra Milardo at 203.245.5603 or by email to [milardod@madisonct.org](mailto:milardod@madisonct.org) at least five (5) business days prior to the meeting.



# TOWN OF MADISON

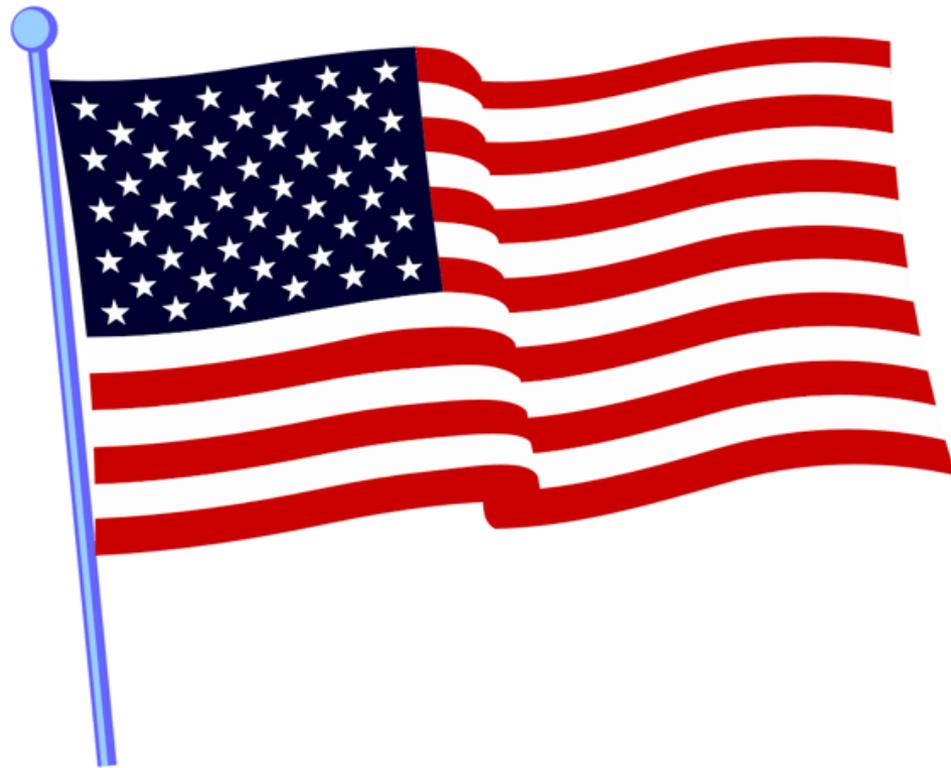
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**Regular Meeting – February 9, 2021**

**Board of Selectmen**

# Pledge of Allegiance



# Agenda

1. Pledge of Allegiance
2. Approval of Minutes: January 25, 2021
3. First Selectwoman's Update.
4. Selectmen Liaison Reports/Comments.
5. Citizen Comments.
6. Discuss and take action to approve a Proclamation honoring Tom Banisch and Eileen Banisch.
7. Discuss and take action to approve the reclassification of Flo Farrelly into the position of Records Specialist.
8. Discuss and take action to approve a Special Appropriation request from the E.C. Scranton Memorial Library in the amount of \$33,415 in anticipation of additional budget needs in the fourth quarter of fiscal year 2020/2021.
9. Discuss follow-up options on selected topics relating to the Government Studies Committee: Ethics Commission, Health Council, Board & Commission Appointment Process.
10. Discuss and take action to approve a recommendation from the Beach & Recreation Commission to increase boat rack fees effective July 1, 2022.

# Agenda (cont.)

11. Discuss and take action to approve a Special Appropriation request in the amount of \$20,000 to fund the increase in trash removal services for the downtown center.
12. Discuss next steps in process to determine the future use of the Island Ave. School.
13. Discuss and take action to appoint the public members of the Ad- Hoc Affordable Housing Committee.
14. Tax Abatements / Refunds.
15. Citizens comments.
16. Adjournment.

# First Selectwoman Update

- In-line with rest of state, Madison experiencing a decline in COVID cases (~ 3.6% positivity rate)
- Over 58% of Madison's 75+ population vaccinated as of 2/1, above state average
- Town holding weekly, appointment only, vaccination clinics on Thursdays at the Town Campus Gym when supplies available
  - Federal and state control vaccine supplies
  - Working on outreach to homebound population
- Required prioritization of individuals 75 years and older but age 65+ able to register and schedule vaccinations starting this week
- State rolling out vaccinations at CVS, Walgreens, Walmart, others
- Town Hall planning return to “normal operations” as COVID cases decline, and vaccinations increase
- Board of Selectmen starting this week proposed 21-22 Town Budget workshops

# Budget Approval Process – Today

Town & Education Staff Assess Needs and Requests

FS works with Town Staff / BOE refines Education Budget

Board of Education Votes on Recommended Budget

CIP Committee Holds Public Workshops, Hearing & Recommends Plan

BOS & BOF Hold Joint Workshops with Dept. Heads and Service Depts.

BOS Holds Public Workshops and Reviews Requests – Feb. 11th – 22nd

BOS Votes to Recommend Town, CIP & Education Budgets – Feb. 22<sup>nd</sup> or 25th

BOF Holds Public Hearing for Town and Education Budgets – March 3rd

# Budget Approval Process – Future

BOF Holds Public Workshops – March 9<sup>th</sup> – 18<sup>th</sup>

BOF Recommended Budget Due – March 24<sup>th</sup>

BOF Public Hearing & Final Action on Budget to send to Referendum – April 28<sup>th</sup>

BOF Legal Notice w. Full Budget Summary Published in Source – May 6<sup>th</sup> & 18<sup>th</sup>

Referendum – May 18<sup>th</sup>

BOF Sets Mill Rate – May 19<sup>th</sup>

Tax Bills Sent to Public – June 1<sup>st</sup>

# Eileen & Tom Banisch Day

February 21,  
2021

*Thank You!*

Eileen and Tom  
Banisch

*For your  
years of  
service to the  
Town of  
Madison, CT*

Please meet us at the Surf  
Club, February 21 at 11:30 a.m.  
to join the car parade.

