

## SUBJECT TO APPROVAL

**MEETING DATE:** TUESDAY, MAY 11, 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, May 11, 2021 to order at 8:04 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: April 26, 2021

**MOVED** by Selectman Murphy and seconded by Selectwoman Duques to approve the Regular Minutes of April 26, 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 of recent updates which is attached to these minutes.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Murphy to approve Opening the Agenda for items 10-9 and 11b.

10.9: to approve a Special Appropriation in the amount of **\$41,501** to fund the Grounds Equipment replacement of the beach rake; and pending Board of Finance Approval. This action will satisfy all requirements for a Town Meeting under State of Connecticut Executive Order 7S.

11b: Discuss and take action to approve the hiring of Holly Burke to the position of Executive Assistant located within the Police Department. The position is non-exempt. Rate of pay is Grade 9, Step 5 - \$37.45 per hour. The position is budgeted, not requiring an appropriation of funds. This position vacancy was created by a retirement.

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

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

4. Liaison Reports/Selectmen Comments.

Scott Murphy Youth & Family Services, Facilities Study  
Erin Duques Affordable Housing Working Group

5. Citizen comments.

Gus Horvath of Aylesbury Circle stated that the Town may want to review the current HVAC systems to see what upgrades could be made to improve air circulation and purity to help stop the spread of COVID and other viruses.

**BUSINESS**

6. Discuss and take action to approve Proclamations honoring Eagle Scouts:

Brian Beirne  
Tim Gagliano  
Dan Ginsburg  
Evan Hubbs  
Christopher Kearney  
Kyle Northrup  
Jack Scherban  
Sam Scherban  
Henry Wilson

Selectman Murphy read aloud a Proclamation honoring the Eagle Scouts.

**MOVED** by Selectman Murphy and seconded by Selectman Wilson to approve Proclamations honoring nine Eagle Scouts.

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

7. Discuss and take action to approve Proclamations honoring EMS Director Chris Bernier, and Deputy Director Russell Pierson, of Madison Emergency Medical Services in honor of National EMS Week from May 16<sup>th</sup> – May 22<sup>nd</sup>.

Selectman Wilson read aloud a Proclamation honoring EMS Director Chris Bernier, and Deputy Director Russell Pierson. First Selectwoman Lyons stated that she was astounded by the level of commitment of Madison EMS especially at the beginning of the COVID-19 Pandemic. Selectman Wilson stated that these gentlemen put in a lot of work to keep their team safe and that this has been a very “interesting time” in the life of Madison. Selectman Murphy echoed these

comments and stated that the EMS department was incredibly visible during these times.

**MOVED** by Selectman Goldberg and seconded by Selectman Murphy to approve Proclamations honoring EMS Director Chris Bernier, and Deputy Director Russell Pierson, of Madison Emergency Medical Services in honor of National EMS Week from May 16<sup>th</sup> – May 22<sup>nd</sup>.

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

8. Discuss and take action to call a Public Hearing on May 24, 2021 at 6:30 p.m. to hear comment on submissions of the 2021 DRS Neighborhood Assistance Act Tax Credit Grant Program.

**MOVED** by Selectman Wilson and seconded by Selectman Murphy to approve calling a Public Hearing on May 24, 2021 at 6:30 p.m. to hear comment on submissions of the 2021 DRS Neighborhood Assistance Act Tax Credit Grant Program.

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

9. Discuss and take action to approve Line-Item Transfer requests totaling **\$377,816.00**.

The Board confirmed that these transfers were normal course of business and did not require additional funding. Stacy Nobitz, Finance Director provided an overview of the three requests.

**MOVED** by Selectman Wilson and seconded by Selectman Murphy to approve Line-Item Transfer requests totaling **\$377,816.00**.

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

10. Discuss and take action to approve the following Special Appropriation requests:

1. In the amount of **\$161,181** to fund various Capital Project Funds. This action will satisfy all requirements for a Town Meeting under State of Connecticut Executive Order 7S.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Wilson to approve a Special Appropriation request in the amount of **\$161,181** to fund various Capital Project Funds.

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

2. In the amount of **\$60,000** to fund the Revaluation Reserve; and pending Board of Finance Approval. This action will satisfy all requirements for a Town Meeting under State of Connecticut Executive Order 7S.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Wilson to approve a Special Appropriation request in the amount of **\$60,000** to fund the Revaluation Reserve; and pending Board of Finance Approval.

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

3. In the amount of **\$150,000** to fund the Planning Reserve WPCA Facilities Wastewater Study; and pending Board of Finance Approval. This action will satisfy all requirements for a Town Meeting under State of Connecticut Executive Order 7S.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Wilson to approve a Special Appropriation request in the amount of **\$150,000** to fund the Planning Reserve WPCA Facilities Wastewater Study; and pending Board of Finance Approval.

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

4. In the amount of **\$22,225** to fund the Snow Removal line item due to deficits from excess weather events in FY 2020-2021; and pending Board of Finance Approval. This action will satisfy all requirements for a Town Meeting under State of Connecticut Executive Order 7S.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Wilson to approve a Special Appropriation request in the amount of **\$22,225** to fund the Snow Removal line item due to deficits from excess weather events in FY 2020-2021; and pending Board of Finance Approval.

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

5. In the amount of **\$38,220** to fund the Police Department Overtime related to COVID-19 (reimbursement OPM to be requested); and pending Board of Finance Approval. This action will satisfy all requirements for a Town Meeting under State of Connecticut Executive Order 7S.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Wilson to approve a Special Appropriation request in the amount of **\$38,220** to fund the Police Department Overtime related to COVID-19 (reimbursement OPM to be requested); and pending Board of Finance Approval.

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

6. In the amount of **\$36,106** to fund the Police Department Overtime; and pending Board of Finance Approval. This action will satisfy all requirements for a Town Meeting under State of Connecticut Executive Order 7S.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Wilson to approve a Special Appropriation request in the amount of **\$36,106** to fund the Police Department Overtime; and pending Board of Finance Approval.

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

7. In the amount of **\$103,972.15** to fund Emergency Management expenses due to COVID-19 (reimbursement from FEMA and OPM to be requested); and pending Board of Finance Approval. This action will satisfy all requirements for a Town Meeting under State of Connecticut Executive Order 7S.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Wilson to approve a Special Appropriation request in the amount of **\$103,972.15** to fund Emergency Management expenses due to COVID-19 (reimbursement from FEMA and OPM to be requested); and pending Board of Finance Approval.

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

8. In the amount of **\$1,335.03** to fund Emergency Management overtime due to COVID-19 (reimbursement from FEMA); and pending Board of Finance Approval. This action will satisfy all requirements for a Town Meeting under State of Connecticut Executive Order 7S.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Wilson to approve a Special Appropriation request in the amount of **\$1,335.03** to fund Emergency Management overtime due to COVID-19 (reimbursement from FEMA); and pending Board of Finance Approval.

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

9. In the amount of **\$41,501** to fund the Grounds Equipment replacement of the beach rake; and pending Board of Finance Approval. This action will satisfy all requirements for a Town Meeting under State of Connecticut Executive Order 7S.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Wilson to approve a Special Appropriation request in the amount of **\$41,501** to fund the Grounds Equipment replacement of the beach rake; and pending Board of Finance Approval.

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

11. Discuss and take action to approve the hiring of Katie Randall to the position of Records Specialist located within the Police Department. The position is union UPSEU. Rate of pay is \$27.68 per hour. The position is budgeted, not requiring an appropriation of funds. This position vacancy was created by a transfer due to a retirement.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Murphy to approve the hiring of Katie Randall to the position of Records Specialist located within the Police Department.

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

- 11b. Discuss and take action to approve the hiring of Holly Burke to the position of Executive Assistant located within the Police Department. The position is non-exempt. Rate of pay is Grade 9, Step 5 - \$37.45 per hour. The position is budgeted, not requiring an appropriation of funds. This position vacancy was created by a retirement.

**MOVED** by First Selectwoman Lyons and seconded by Selectman Murphy to approve the hiring of Holly Burke to the position of Executive Assistant located within the Police Department.

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

12. Update from Beach & Recreation on the development of a Harbor Management Plan.

First Selectwoman Lyons stated that there have been many discussions about the broad plan, including discussions regarding safeguarding the fire rescue boat. Harbor Master, Steve Adkins, provided an overview of his role with the Town. Adkins stated that the dock installation for the fire rescue boat was integral in maintaining the ability to respond to emergencies in the water. He stated that the dock has withstood storms and is located in a great spot. He added that when the dock was installed, and later when the fire rescue boat was docked there, children were found to be on the dock, jumping from it, etc.; and that overall the goal was to ensure that the rescue equipment was available for use by emergency personnel.

First Selectwoman Lyons stated that the purpose of today's meeting is to update the Board on the work proposed at West Wharf. She asked Mr. Adkins to confirm that the DEEP is involved in streamlining the process for the Harbor Management Plan. The Board reviewed the need to implement structures that allow for response to emergencies but that also deter children or others from using this equipment when they should not be doing so. Selectman Wilson stated that there is no Ordinance in place to keep kids off of the boat; and perhaps the Board of Selectmen should create an Ordinance that makes this more prohibitive for the members of the public from boarding the boat. He stated that a security camera

system is a good measure but that other protocols should be implemented. He stated that he proposed the Board consider an Ordinance. Additionally he stated that there is an aesthetic component to the fence that was installed around the dock. The Board also reviewed that the management plan can be implemented now without any additional funding requests for improvements; however, that improvements would be helpful for better management. Selectman Wilson stated that perhaps the Board could earmark these improvements as a priority for the Town. The Board reviewed funding options, how this plan is implemented through the Capital Improvement Program, etc. The Board confirmed that the requests in the CIP should encompass the overall needs of the Harbor Management Plan to ensure long-term solutions; also state and federal grant funding should be reviewed and sought for the upgrades.

13. Discuss potential funding needs for public safety resources for the July 4<sup>th</sup> community events.

First Selectwoman Lyons stated that Town officials are considering how to bring these events to the public but how to try to maintain COVID protocols, and stricter parking, traffic and crowd controls.

Selectman Wilson stated that he felt the Board should discuss how to allow the fireworks to continue; what protocols need to be implemented to hold the fireworks. Selectman Murphy stated that he was also supportive of trying to hold these events should it be possible to hold them in a way to ensure the safety of the public.

Chief Drumm reviewed prior protocols but that this year, the advertisement should not be broadcast as wide outside of town. Also, the shuttle buses will not be running this year as the bus service pulled out of this event to limit the exposure of their drivers. The Board also confirmed that the parade is slated to be held on Sunday, July 4<sup>th</sup> and the fireworks to be held on Friday, July 2<sup>nd</sup>. Overall the Board supported moving these events forward so long as there are ways to control parking, traffic and crowds. Any request for funding to implement these control measures will be forthcoming at a future meeting.

14. Review proposed Town policies following expiration of Governor's Public Health Emergency Declaration on May 19th.

The Board reviewed that the elected Boards would be holding in-person hybrid meetings in May and June and that members of the public would be allowed to register to attend the meeting in person, or, they may join via Zoom. Lauren Rhines provided an overview of the registration process on the Town website. Indoor Town facilities will be available for rent starting July 1<sup>st</sup> with capacity limits in place.

15. Review anticipated timeline for possible changes to Town Flood Plain Ordinance.

First Selectwoman Lyons provided an overview of the process to-date (also included in the attached slides). Selectman Murphy stated that some questions have been submitted to the Town Attorney regarding what the Town is mandated to implement and how the proposed changes satisfy what is necessary for the Town. He stated that this review is anticipated to be done this week; the Board will then review the Ordinance again and hold a second Public Hearing on the revised Ordinance. The Board reviewed that the goal would be to implement the Ordinance changes by the end of the summer and Selectman Wilson suggested that the Board might want to consider moving to a Town Meeting versus just a Board vote.

16. Tax Abatements / Refunds.

**MOVED** by Selectman Wilson and seconded by Selectman Murphy to approve tax abatements / refunds in the amount of **\$1,032.51**.

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

17. Citizens comments.

None.

18. 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.



## CRC Response to FPO Comments

Over 95% of both the current and proposed Floodplain Ordinance contains verbiage required by one or more of the following codes. These codes, like our building codes, set minimum standards. The Town has the ability to make them more stringent, but not less.

International Residential Code (IRC) adopted by  
Connecticut 10/1/2018 Connecticut State Building  
Code  
FEMA and NFIP required language and standards

The Lookback period, Base Flood Elevation, Assessed Value and Variance option are already considered in our current Floodplain Ordinance.

Most Connecticut municipalities use five (5) years or greater for their lookback period. Branford, Guilford, Clinton and Westbrook are all at five (5). One (Greenwich) uses the life of the structure, and none are zero.

The CRC strongly believes our original proposal would have provided the best coastal resilience, as we are charged to do. We understand that there are current projects that will be affected by the proposed change.

Accordingly, to accommodate these projects and provide ample notice of FPO changes, we amend our recommendations as follows:

### **Lookback Period**

- The current one (1) year lookback remain in force until July 1, 2023.
- After that date, the lookback becomes five (5) years, but utilizes July 1, 2023 as the lookback date until July 1, 2028.
- This removes any improvements completed prior to July 1, 2023 from the calculations for Substantial Improvement
  - In effect "clearing the slate" and resetting the amount available for improvements after July 1, 2023.

### **SI / SD items to be included in Cost:**

We contacted Diane Ifkovic (DEEP NFIP Administrator) to ascertain exactly what must be included in this calculation and, to make sure all parties were clear, she contacted Molly Lucia Kaput (Senior Emergency Management Specialist, FEMA Region 1) and the simple answer is "**any project requiring a building permit is to be included**".

### **Appraisal versus Assessment:**

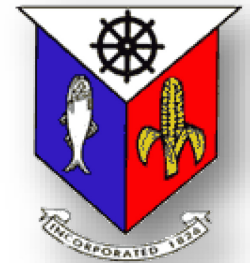
Both our current FPO and the proposed FPO use the appraised value of the dwelling on the most recent Grand List to determine the market value. This is the FEMA recommended method and the method used by a majority of Connecticut municipalities.

### **Historic Structures:**

Section 7.2.1 of our proposed FPO already has language that should address the concerns of owners of Historic Structures due to the addition of the locally adopted historic district in the

DEEP model FPO:

Variations may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places, the State Inventory of Historic Places, or any locally adopted historic district without regard to the procedures set forth in the remainder of this section and provided the proposed reconstruction, rehabilitation or restoration will not result in the structure losing its historical designation.



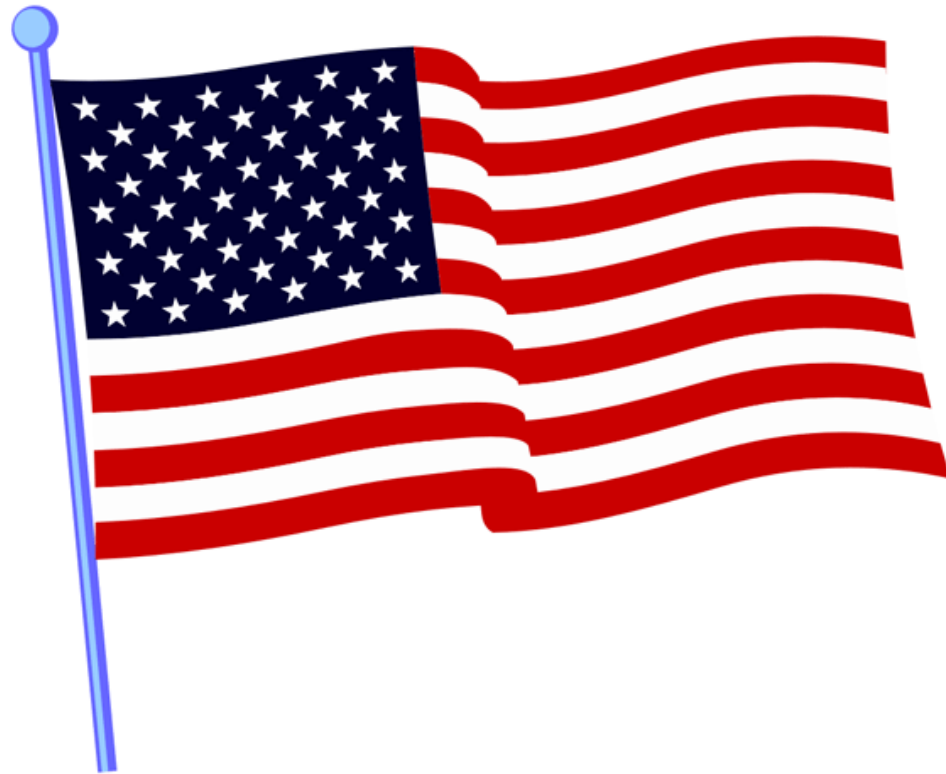
# TOWN OF MADISON

CONNECTICUT

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**Regular Meeting – May 11, 2021**  
Board of Selectmen

# Pledge of Allegiance



# Agenda

1. Pledge of Allegiance
2. Approval of Minutes
3. First Selectwoman's Update
4. Selectmen Liaison Reports/Comments.
5. Citizen Comments.
6. Discuss and take action to approve Proclamations honoring Eagle Scouts
7. Discuss and take action to approve Proclamations honoring EMS Director Chris Bernier, and Deputy Director Russell Pierson, of Madison Emergency Medical Services in honor of National EMS Week from May 16 – May 22
8. Discuss and take action to call a Public Hearing on May 24, 2021 at 6:30 p.m. to hear comment on submissions of the 2021 DRS Neighborhood Assistance Act Tax Credit Grant Program.
9. Discuss and take action to approve Line-Item Transfer requests totaling \$372,816.00
10. Discuss and take action to approve selected Special Appropriation requests
11. Discuss and take action to approve the hiring of Katie Randall to the position of Records Specialist located within the Police Department.

# Agenda (cont.)

12. Update from Beach & Recreation on the development of a Harbor Management Plan.
13. Discuss potential funding needs for public safety resources for the July 4th community events.
14. Review proposed Town policies following expiration of Governor's Public Health Emergency Declaration on May 19th Appointments / Resignations.
15. Review anticipated timeline for possible changes to Town Flood Plain Ordinance.
16. Tax Abatements / Refunds.
17. Citizens comments.
18. Adjournment.

# American Rescue Plan

## Funds to cover costs incurred by 12/31/24:

- Respond to Covid-19 emergency, address its economic effects
- Provide premium pay to essential employees or grants to their employers
- Provide government services affected by a revenue reduction during the pandemic
- Make investments in water, sewer, and broadband infrastructure

## Additional restrictions:

- Cannot deposit money into pension fund or use to offset revenue resulting from a tax cut
- Can transfer funds to nonprofits, some special-purpose units
- Cannot receive more than 75% of budget

## Timing:

- Treasury released initial guidance yesterday (May 10)
- Madison should receive funds by early June

## Next Steps

- Working with Emergency Operations Team and Long-term Recovery Committee to develop preliminary plan
- Recommended plan will be delivered to Board of Selectmen for next steps, including community input

### Est. Allocation to Madison\*

Town	\$1,780,154
County	<u>\$3,496,807</u>
Total	\$5,276,961

Schools: \$892,000

*\*Source: CCM*

# Flood Plain Ordinance Timeline

## Steps Taken to Date

- 9/9/20 - CRC votes to recommend to the BOS selected revisions to the Flood Plain Ordinance
- 9/14/20 – CRC presents overview of existing Flood Plain Ordinance and its recommendations
- September – January 2021 – Internal stakeholder review/Town attorney review
- 2/22/21 - BOS Holds Public Hearing on Proposed CRC Revisions to Flood Plain Ordinance
- 4/14/21 - CRC Votes to Recommend additional changes to Flood Plain Ordinance
- 4/26/21 - Town Employees provide final feedback to BOS on CRC Final Recommendations

## Next Steps

- BOS subcommittee to make final recommendations on proposed ordinance changes
- BOS holds public hearing and evaluates additional community feedback
- BOS makes additional amendments, if appropriate
- BOS votes to adopt final revised ordinance