7:00 p.m. Regular Session

First Selectwoman Lyons called the Regular Session of Monday, May 26, 2020 to order at 7:04 p.m.

1. Pledge of Allegiance.
   First Selectwoman Lyons led the Pledge of Allegiance.

2. Approval of minutes

   MOVED by Selectman Wilson and seconded by Selectman Murphy to APPROVE the minutes of May 11, 2020.

   VOTE: the motion was approved unanimously.

3. First Selectwoman’s Updates

   First Selectwoman Peggy Lyons provided updates which are attached to this agenda.

4. Liaison Reports / Selectmen Comments

   Bruce Wilson  Ambulance Association.
   Al Goldberg  Government Study Committee, Island Avenue Committee, BOPC,
   Pension Committee
   Scott Murphy  Youth & Family Services, Library Board of Directors/Budget
   Erin Duques  Senior Services Commission

5. Citizen comments

   Bill Stableford of Hampshire Road thanked the Town for their actions regarding the heavily trafficked area around Surf Club Road. He stated that signage that was installed around the beach was very impressive and effective. He stated that the Library has reached their fundraising goal for this fiscal year.
6. COVID-19 Response and Town Operations Update following Memorial Day Holiday weekend – Sam DeBurra, Emergency Management Director, Trent Joseph, Health Director, Joe Race, Police Captain.

First Selectwoman Lyons provided an overview of the approval process which is attached to the end of these minutes.

Mr. DeBurra stated that there was a flurry of emails received regarding traffic on Middle Beach Road to which the Town attempted to address. The Town is still operating under a state of emergency and although the weather is improving, the virus is still very much affecting the town and our residents. It is important that we are patient, and stay the course. The state mandates and guidelines need to be followed so that we don’t go backwards. We don’t want to put information out before the state does in case our information contradicts the state because this leads to more confusion.

First Selectwoman Lyons stated that in addition to working with the state, Town officials also work with officials from other towns to ensure that we are consistent in our handling of the pandemic.

Mr. Joseph echoed these comments and stated that uniformity across town lines is very important. He also provides updated to regulated establishments and will continue to update the town as the pandemic response progresses.

The Board reviewed staffing at the beaches as well as the procedures for when the beaches are considered “full”. The Board reviewed complaints and concerns that the Town and Town officials have received based on decisions that have been made during the pandemic and also what may be the future needs of the residents.


Bob Polito, Chair of the Ad-Hoc Government Study Committee gave a PowerPoint overview which is attached to these minutes. Mr. Polito stated that due to the COVID pandemic, the Committee is facing a delay in delivering their final report to the Board of Selectmen. First Selectwoman Lyons thanked the Committee for their work and also stated that interviews now with some people that the Committee has already spoken to may provide further insight especially given the procedures developed under the current social distancing guidelines. The Board also reviewed that there may be a “new normal” with online meetings.

The Board reviewed the public hearing that was held by the Committee and public participation in general; and also the relationship between the Board of Selectmen and Board of Finance. The Committee also reviewed with the Board what refinement of their Charge may be available, and their goal of helping to bring forward ideas of how to get more public participation.
8. Update from the Economic Development Commission – Chair, Ryan Duques.

Mr. Duques stated that the EDC will be bringing forward a revision to the Property Tax Deferment Policy that was approved in 2018. He provided an overview of the policy and also the suggested revisions which will be brought forward at a future date. He added that the EDC had also reviewed similar policies in other towns.

Mr. Duques provided a PowerPoint presentation to overview the results of the EDC’s second business survey. A copy of the presentation is attached to these minutes.

Also, Mr. Duques thanked the Board members who worked in collaboration with other elected commissioners and the EDC to visit businesses that reopened last week. The board reviewed the work of the EDC and Business Taskforce during the pandemic.

9. Bulky Waste Site operational update and discuss and take action to revise the fee schedule for commercial contractors at the town’s brush facility.

First Selectwoman Lyons provided an overview of the Brush & Leaf Facility Fees analysis which is attached to the end of these minutes. The Town has not raised fees assessed to the public at this site since 1996. It is the suggestion now that the fees should be raised to keep in line with the costs for the Town to provide services.

The town will be reopening the site to contractors on June 2\textsuperscript{nd} and will do so with these increased fees for commercial contractors.

\textbf{MOVED} by Selectman Wilson and seconded by Selectman Murphy to \textbf{APPROVE} the revised fee schedule for commercial contractors at the town’s brush facility.

\textbf{VOTE}: the motion was approved unanimously.

10. Discuss Long Term Recovery Committee.

First Selectwoman Lyons provided an overview of the Long Term Recovery Committee which is attached to these minutes. The Board reviewed the process to-date and where the Board would be included going forward.

11. Appointments / Resignations:

Appoint John Woods to the Comcast Cable Advisory Council of South Central Connecticut for a term to expire on July 31, 2022.

\textbf{MOVED} by Selectman Wilson and seconded by Selectman Murphy to \textbf{APPROVE} the Appointment of John Woods to the Comcast Cable Advisory Council of South Central Connecticut for a term to expire on July 31, 2022.

\textbf{VOTE}: the motion was approved unanimously.
Appoint Bob Hubbard to the Ad hoc Government Study Committee.

**MOVED** by Selectman Goldberg and seconded by Selectwoman Duques to **APPROVE** the Appointment of Bob Hubbard to the Ad hoc Government Study Committee.

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

Resignation of Steve Shaw from the Board of Police Commissioners.

**MOVED** by Selectman Murphy and seconded by Selectman Wilson to **APPROVE** the Resignation of Steve Shaw from the Board of Police Commissioners with thanks from the Board.

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


**MOVED** by Selectman Murphy and seconded by Selectman Goldberg to **APPROVE** tax abatements / refunds totaling $871.23.

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

13. Citizens comments.

Gus Horvath of Aylesbury Circle thanked the Board for their work.


There being no objections, First Selectwoman Lyons adjourned the meeting at 9:31 p.m.

Respectfully submitted,

Lauren Rhines
Town Services Coordinator / Risk Manager
Pledge of Allegiance
Agenda

1. Pledge of Allegiance
2. Approval of Minutes: May 11, 2020
3. First Selectwoman’s Update.
4. Selectmen Liaison Reports.
5. Citizen Comments.
6. COVID-19 Response and Town Operations Update following Memorial Day Holiday weekend.
9. Bulky Waste Site operational update and discuss and take action to revise the fee schedule for commercial contractors at the town’s brush facility.
10. Discuss Long-term Recovery Committee.
11. Appointments / Resignations.
12. Tax Abatements / Refunds
13. Citizen comments.
First Selectwoman Update

• Update on Town Operations
  • Town Hall open to the public by appointment only starting June 1st
  • Bulky Waste Site open to residents only; contractors starting June 2nd
  • Reviewing with senior staff operational and capital spending plans/priorities for 2020-2021 fiscal year
  • Assisting businesses on re-opening plans

• Beach & Recreation
  • Beach Pass Sales – Stickers required by June 20th
  • Mail – available now. Received over 1,000 requests
  • In-person Sales at Surf Club Office - available now
  • On-line Sales – targeting June 15th

• Programming
  • Late June/July/August programming being finalized.
  • Enrollment starting June 1st

• Events
  • Summer Concert Series postponed
  • Movies under consideration
Re-opening Approval Process

• Pre-Phase 1: Plans submitted to Emergency Operations Team

• Phase 1 (May 20): Executive Order issued by state laying out approval process
  • Self-certification by allowed businesses
  • Questions and complaints directed to:
    • Health Director: Restaurants, Daycares, Grocery Stores
    • Building Inspector: Non-grocery retail, office
  • Additional input/guidance by Emergency Operations Team

• Phase 2 (June 20): Awaiting state guidance.
  • Plans expected to be submitted through Long-term Recovery Committee process
  • Includes summer camps, gyms, youth sports, pools, movie theaters, indoor dining, outdoor arts, events up to 50 people, etc.
Brushy & Leaf Facility Fees

May 20, 2020
Brush & Leaf Disposal Facility - Madison, CT
Analysis of fees charged for brush disposal at similar town facilities:

<table>
<thead>
<tr>
<th>Quantity (Cubic Yards): Examples:</th>
<th>0-2 CY (car, Sm. Pickup)</th>
<th>2-4 CY (Lg. Pickup)</th>
<th>4-6 CY (Mason Dump)</th>
<th>6-10 CY (6-wheel Dump)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clinton</td>
<td>-</td>
<td>$30</td>
<td>-</td>
<td>$45</td>
</tr>
<tr>
<td>Deep River</td>
<td>$20</td>
<td>-</td>
<td>$40</td>
<td>-</td>
</tr>
<tr>
<td>Essex</td>
<td>$10</td>
<td>$30</td>
<td>$50</td>
<td>$80</td>
</tr>
<tr>
<td>Guilford</td>
<td>$5</td>
<td>$10</td>
<td>$25</td>
<td>-</td>
</tr>
<tr>
<td>Old Saybrook</td>
<td>$20</td>
<td>$40</td>
<td>$60</td>
<td>$100</td>
</tr>
<tr>
<td>Average</td>
<td>$13.8</td>
<td>$27.5</td>
<td>$43.8</td>
<td>$75.0</td>
</tr>
</tbody>
</table>

Madison’s Fees (Since 1996):  
- $5  
- $10  
- $15  
- $15

Madison’s Fees (Proposed):  
- $20  
- $30  
- $40  
- $70

Notes:
1. The towns used for this analysis use various methods including quantity of material and/or class of vehicle to determine the fee. The four quantity categories in the table above represent a "best fit" in an effort to make a reasonable comparison of fees charged by each town.

2. An example of fees charged by a commercial facility for brush disposal is provided below. This facility also accepts stumps and logs over a 3" diameter.

<table>
<thead>
<tr>
<th>B&amp;L Construction Co. Old Saybrook, CT</th>
<th>Car</th>
<th>Pickup Truck</th>
<th>Mason Dump</th>
<th>6-wheel Dump</th>
<th>Triaxle Dump</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>-</td>
<td>$45</td>
<td>$65</td>
<td>$95</td>
<td>$240</td>
</tr>
</tbody>
</table>
MADISON AD HOC GOVERNMENT STUDIES COMMITTEE

Public Hearing, 7:00 pm, June 1, 2020
Zoom Online Meeting

Members of the Committee:
Jean Ferris, Lauren Noble,
Leo White, Peter Roos, Robert Reinhardt
and Robert Polito
Committee Charge:

• The Committee shall consider different forms of government permissible under state statute and make recommendations for possible changes to Madison’s government structure and/or charter

• As part of its deliberations, the Committee should consider the following:
  • Review existing charters of other municipalities in the state of Connecticut and look for “best practices”
  • Hold public workshops and/or input sessions to evaluate public opinion on feasible options
  • Conduct a public opinion poll to gauge community preferences
  • Consult with appropriate town employees, governmental agencies, other municipalities, and outside consultants to assist in developing recommendations
Data Gathering:

• To date, members of the Committee have met with:
  • Representatives of Wallingford, Guilford, Cheshire, North Branford, Clinton and Fairfield.
  • Superintendent of schools
  • Board of Education Chair
  • Planning & Zoning Commission Chair
  • Meeting with the chair of the Board of finance was rescheduled.
  • Former Madison First Selectmen

• Members are planning to meet with:
  • CEO’s of Branford, Glastonbury and Simsbury
  • Board of Finance Chair
Forms of Government (Chapter 99, Sec 7-193)

- The municipality shall have a legislative body, which may be:
  (A) A town meeting
  
  (B) a representative town meeting
  
  (C) a board of selectmen, council, board of directors, board of aldermen or board of burgesses; or
  
  (D) a combination of a town meeting or representative town meeting and one of the bodies listed in subparagraph (C).
The municipality shall have a chief executive officer, who may be one of the following:

(A) The first selectman
(B) a chief administrative officer appointed by the legislative body
(C) a mayor elected by the electors of the municipality
(D) a warden elected by the electors of the borough
(E) a town, city or borough manager appointed by the legislative body
(F) a chief administrative officer appointed by the mayor

*Any municipality having a manager as its CEO may also have a mayor who shall be the presiding officer of its legislative body, shall be the ceremonial head of such municipality and shall have such other powers and duties as the charter prescribes.*
Connecticut Town/City Government Statistics

- 169 municipalities in CT
- 99 operate under “Selectman-Town Meeting” form of government
  - 10 towns have 4-year terms for selectman terms
  - Madison has 2-year terms for selectman terms
- 26 operate under “Council-Manager” form of government
  - 1 town has a 4-year term
- 5 operate under “Representative Town Meeting” form of government
  - 1 town has a 4-year term
- 30 towns operate under a “Mayor-Council” form of government
  - 6 towns have a 4-year terms
Video conferencing may increase electoral participation
Time for a new form of government
Larger constituency, recommend RTM/Town Manager form of government
2-year electoral cycle is too short, train-up time for selectman, then another election
RTM w/ ⅓ democrat, ⅓ republican, ⅓ unaffiliated
Town Manager removes the politics
Advertise for political participation
Next Steps

- A town-wide questionnaire is being prepared to solicit further electorate opinion
- Future public hearing(s)
Communication with the Committee:

- Online: https://www.madisonct.org/1011/Government-Study-Committee-Ad-Hoc
- By email: GovernmentStudyCommittee@madisonct.org
Questions, comments?
EDC COVID19
FRIDAY, MAY 8
Second Survey Highlights
Has your business been impacted by COVID-19?
68 responses

94.1% Yes
6% No

68 Responses
Type of Business Entity

68 responses

- For-Profit: 61 (89.7%)
- Non-Profit / Government: 10.3%

Type of Entity
Do you Rent or Own your Madison Location

68 responses

- Rent: 58.8%
- Own: 36.8%
- Not in Madison
- own in Clinton
- Conduct busy at Madison clients location
Is Business a Madison Taxpayer?

Does your Business Pay Taxes to The Town of Madison (Property or Personal Property)?

68 responses

- Yes: 51 (75%)
- No: 17 (22.1%)
- Unsure: 0 (0%)

Yes 51 (75%)
Have you applied to the Paycheck Protection Program (PPP)? (More information about these programs at https://www.sba.gov/funding-programs/loans/coronavirus-relief-options/paycheck-protection-program)

68 responses

- 57.4% Yes
- 41.2% No
- 1.4% Unsure
Other Financial Assistance Programs

Did you apply to any other financial recovery programs? Check any that apply.

68 responses

- EIDL: 31 (45.6%)
- State of Connecticut DECD Bridge Loan: 6 (8.8%)
- Other SBA Loan: 1 (1.5%)
- Other Bank Loan / Line of Credit: 2 (2.9%)
- Other Loan: 2 (2.9%)
- None: 35 (51.5%)
Did Business Close?

Has your business closed / partially closed during the crisis?

68 responses

- Yes: 75%
- No: 25%
When do you plan to re-open?

51 responses

- 29.4% May 20
- 27.5% Between May 20 - June 1
- 11.8% June 1 - June 30
- 11.8% July
- 8.0% August
- 7.9% September
- 7.8% Late 2020
- 2.0% In 2021
Were Workers Furloughed?

Did you furlough or lay workers off?
68 responses

- 60.3% Yes, furloughed workers
- 20.6% Yes, laid-off workers
- 8.8% Yes, BOTH furloughed and laid-off workers
- No
Furloughed Workers...

If you furloughed or laid-off workers, please check off any applicable boxes

- Workers were Madison residents: 16 (59.3%)
- Workers filed for unemployment: 22 (81.5%)
- You looked into work-share options: 4 (14.8%)
- Assisted employee with finding other employment: 1 (3.7%)
Biggest Challenges Ahead

1. Revenue / Cash Flow
2. Not enough customers to support business operations
3. Personal Protective Equipment
4. Overall safety and health of employees
2021 Negative Impact?

Do you see the continued potential impact of COVID-19 having negative effects on your business revenue through 2021?

68 responses

- Yes: 67.6%
- No: 27.9%
- Unsure: 4.5%
Have you had trouble paying or have you negotiated rent or mortgage relief?
68 responses

- **No**: 34 (50%)
- **Yes, landlord has provided relief**: 27.9%
- **Yes, bank / mortgage lender has provided relief**: 11.8%
- **Yes, but landlord will not offer relief**
- **Yes, but bank / mortgage lender will not offer relief**
- **No**
Permanent Closure

Is there a chance that your business will close permanently during 2020 due to COVID-19?
68 responses

- Yes: 30.9%
- No: 66.2%
- Maybe: 2.9%