

Board of Selectmen

Monday, September 25, 2023 at 7:00 PM

Town Campus, Room A

Zoom Link:

<https://us06web.zoom.us/j/91602819870?pwd=QzlWTFkzMdRkdIVPTHIZT2xDdUZ1QT09>

Phone: 1-646-558-8656 Webinar ID: 91602819870

MINUTES

VIRTUAL MEETING INFORMATION

REGULAR MEETING

1. Call to Order

First Selectwoman Lyons called the meeting to order. Selectman Goldberg, Selectwoman Gordon, Selectman Murphy and Selectman Wilson.

2. Pledge of Allegiance

First Selectwoman Lyons led the Pledge of Allegiance.

3. Report from First Selectwoman

First Selectwoman Lyons attended the Ribbon Cutting for the Tennis Courts at Daniel Hand High School. She thanked the Facilities Department for their hard work on this ARPA-funded project. She also attended a retirement dinner for the Madison Police Department and offered her well wishes.

First Selectwoman Lyons noted that town launched a new agenda center through the town website in April that has been fraught with issues. Both staff and the public have complained and after review with the IT Department and new vendor, it was decided the town will return to our previous system. The town is also looking into the option of an online budget book and further streamlining of communications/alerts being sent out.

4. Liaison Reports

Selectman Murphy: gave an update on statistics from the Board of Education.

Strategic Plan Update: the board will review a final draft at their next meeting on Thursday, October 12th at 8:00 a.m.

Board of Finance assembled small group to review the Senior Tax Review with Town Staff to return to board in October with proposed revisions.

5. Citizen Comments.

None.

BUSINESS

6. Consent Agenda

- a. Tax Abatement/Refunds
- b. Resignations: Jonathan Stein, Economic Development Commission
- c. Re-authorization of the Old Elm Street Historic District Study Committee
- d. Approve a request from the Madison Police Department to purchase a 2019 Harley-Davidson FLHTP from the Capital Improvement Program Police Vehicle Reserve in the amount of \$14,000.00 from Seacoast Harley-Davidson; approved by Board of Finance 9-20-23

MOTION by Selectwoman Gordon and seconded by Selectman Wilson to approve the Consent Agenda as presented.

Discussion: The Board thanked Jonathan Stein for his service and noted that item (D) was follow-through on a pre-approved/budgeted item.

Vote: this motion was passed unanimously.

7. Discussion of proposed land donation by the Thiela Estate to Bauer Park

Austin Hall, Beach and Recreation Director, was present to discuss the proposed land donation by the Thiela Estate to Bauer Park. On September 5th, the Beach and Recreation Commission unanimously approved accepting the donation of the Thiela Property and on September 19th The Bauer Committee did the same. This 1.39 acres of land is contiguous with Bauer park, and will allow the park to continue it's desire of providing and preserving open space for the community. Both the Beach and Recreation Commission and The Bauer Park Committee thank the Thiela Estate for their generosity and thank Mrs. Thiela for being a great friend to the Town of Madison.

The Board spoke about the details of the property and the donation. The next step is to refer to Planning and Zoning (next item on the agenda) and then it will come back to the Board to accept. In the meantime, the town will need to get the value of the property and will seek clarification on the charter/threshold.

8. Discuss and take action to approve, pursuant to Connecticut General Statutes Section 8-24, a Referral to the Planning and Zoning Commission for the acquisition of 1.39 acres on Copse Road, Map 65, Lot 1

MOTION by Selectwoman Gordon and seconded by Selectman Wilson to approve, pursuant to Connecticut General Statutes Section 8-24, a Referral to the Planning and Zoning Commission for the acceptance of donation of 1.39 acres on Copse Road, Map 65, Lot 1

Vote: this motion was passed unanimously.

9. Discuss and take action to enter into a Memorandum of Understanding between the Town of Madison and the Madison Hose Company No. 1 for the use of an Emergency Operations Center

MOTION by Selectman Wilson and seconded by Selectwoman Gordon to enter into a Memorandum of Understanding between the Town of Madison and the Madison Hose Company No. 1 for the use of an Emergency Operations Center

Discussion: First Selectwoman Lyons explained that after the MOU is approved, a more detailed lease will be drafted. The board discussed the make-up of the committee members, noting the town has a larger stake in this project than previous MOUs (such as the Library project).

Tim Lunn, Madison Hose Company No. 1 Board of Directors Member, confirmed the board has reviewed the MOU as well as many of the officers and all feel comfortable with the document. The Board will officially approve the agreement on Thursday.

Vote: this motion was passed unanimously.

10. Discuss and take action to approve a request to move \$100,000 from the Capital Improvement Program CNRE Fund fiscal year 24-25 to fiscal year 23-24 for the Emergency Operations Center Owners Project Manager; pending Board of Finance approval

MOTION by Selectman Wilson and seconded by Selectman Murphy to approve a request to move \$100,000 from the Capital Improvement Program CNRE Fund fiscal year 24-25 to fiscal year 23-24 for the Emergency Operations Center Owners Project Manager; pending Board of Finance approval

Discussion: First Selectwoman Lyons noted the town wants to get started on the project this year. The grant funds will go towards the construction project and cannot be used for the OPM.

Vote: this motion was passed unanimously.

11. Discuss and take action to enter into a contract with Downes Construction Company in the amount of \$124,192.00 for Owner's Project Manager of the Town of Madison Emergency Operations Center and to authorize the First Selectwoman to sign all necessary contracts and documents

MOTION by Selectman Wilson and seconded by Selectwoman Gordon to enter into a contract with Downes Construction Company in the amount of \$124,192.00 for Owner's Project Manager of the Town of Madison Emergency Operations Center and to authorize the First Selectwoman to sign all necessary contracts and documents

Discussion: The Town of Madison has been awarded a Congressional Directed Spending (CDS) grant to construct a new Emergency Operations Center (EOC) in the amount of \$2,471,000. The new location of the EOC will be an addition to Madison Hose Co. No. 1, Inc .. In anticipation of funding being released shortly, the Town solicited RFQ/RFP's for an owner's project management (OPM) representative and grant management for this project. We received (3) submittals from Construction Advocacy Professionals, LLC; Downes Construction Company; and Colliers. These firms were interviewed by a selection committee and the committee unanimously recommends awarding the OPM to Downes Construction company for the sum of \$124,192.00

Vote: this motion was passed unanimously.

12. Discuss and take action to approve a charge for the Emergency Operations Center Building Committee

MOTION by Selectman Wilson and seconded by Selectwoman Gordon to approve a charge for the Emergency Operations Center Building Committee

Discussion: after discussions at the last meeting, the membership has been restructured to include (5) members: The Emergency Management Director, (2) members of the Madison Hose Company 1, (1) North Madison Volunteer Fire Department (1) One member of the Public to be appointed by

the BOS. It is preferred (but not required) that the public member have a knowledge of construction, engineering, architecture, interior design, finance, or real estate development.

First Selectwoman Lyons noted there was discussion on including a member of the Economic Development Commission or the Chamber. She believes the No. Madison volunteer being recommended is also a member of the Chamber.

Selectman Wilson noted a typo under "Governance" where it should state there will be a simple majority of (5) members, not (4). Selectman Goldberg also recommended revising the title of the committee to the Emergency Operations Center/**Fire House Extension Building Committee**. The board agreed this would clarify the project.

MOTION by First Selectwoman Lyons and seconded by Selectwoman Gordon to amend the motion on the table to include the revisions discussed.

Vote: this motion was passed unanimously.

13. Discussion of Town Campus HVAC Upgrades

Hidsotry 207 decision to do geo thermal

14. Discuss and take action to approve the charge for the Daniel Hand High School Building Project Committee

MOTION by First Selectwoman Lyons and seconded Selectwoman Gordon to open the agenda and amend the motion to include the following: approve the charge and resolution for the Daniel Hand High School Building Project Committee and to appoint the following: Emily Rosenthal (BOE), Galen Cawley (BOE) and Jean Fitzgerald (BOF)

Discussion: Bill McMinn, Facilities Director, explained he will be applying for a grant for HVAC upgrades for Polson and Daniel Hand High School. The grant requires a building committee and is due in December 2023. He noted the systems have failed multiple times and the funds are in CIP. The building committees are separated if only one application is approved.

Vote: this motion was passed unanimously.

15. Discuss and take action to approve the charge for the Polson Middle School Building Project Committee

MOTION by Selectman Murphy and seconded Selectman Goldberg to open the agenda and amend the motion to include the following: to approve the charge and resolution for the Polson Middle School Building Project Committee appoint the following: Emily Rosenthal (BOE), Galen Cawley (BOE) and Jean Fitzgerald (BOF)

Discussion: Selectman Wilson disagreed with the Polson project upgrades moving forward without the incorporation of geothermal.

Vote: this motion passed with (4) ayes and (1) abstention from Selectman Wilson

16. Discuss and take possible action to approve the proposed Citation Ordinance

The board tabled this item until October 23rd.

17. Discuss next steps for the Strategic Plan Process

First Selectwoman Lyons noted the board will review the draft Strategic Plan with the consultant at their meeting on Thursday, October 12th. The next item will be holding a Public Hearing possibly the second week of November. This board will have one final meeting on November 14th before potentially the new board takes over after Thanksgiving.

18. Discussion of FY24-25 CIP

First Selectwoman Lyons explained in the past few years, the board has held an informal workshop to review CIP before she submits the package

before letter usual, y little behind, need to meet with schools and still shuffling, still have work on the town side as well. this year not adding any new projects pretty straight forward this year, need to have a special meeting before oct 15th

19. Citizen Comments.

None.

ADJOURNMENT