



**TOWN OF MADISON
BOARD OF FINANCE**
SPECIAL MEETING, July 20, 2016

Approved September 21, 2016

Present: Joseph MacDougald, Mark Casparino, Bennett Pudlin; Jennifer Tung, Jason Ulstad

Also present: Tom Banisch, First Selectman; Stacy Nobitz, Finance Director; Mike Ott, Public Works Director; Scott Erskine, Beach and Recreation Director; Austin Hall, Director of Senior Services; Scott, Corcoran, Director Youth and Family Services; Chief Jack Drumm, Police Department; Gus Horvath, Joe Beerbower, Barbara Davis, members of the public; MCTV

Mr. MacDougald called the meeting to order at 6:45 p.m.

EXECUTIVE SESSION

a. Discuss Lincoln v. Madison. On motion made by Ms. Tung, and seconded by Mr. Casparino, the Board voted unanimously to enter Executive Session at 6:50 p.m. to discuss Lincoln v. Madison and to invite Attorney Monastersky, Tom Banisch, First Selectman and Debra Milardo, Director of Human Resources to attend.

On motion made by Mr. MacDougald, and seconded by Mr. Pudlin, the Board voted unanimously to return to open session at 6:59 p.m.

REGULAR SESSION

Mr. MacDougald called the regular session meeting to order at 7:00 p.m.

1. Pledge of Allegiance. The Board of Finance and members of the audience stood and recited the Pledge of Allegiance.

2. Approval of minutes – Regular meeting of June 8, 2016. On motion made by Mr. MacDougald, and seconded by Mr. Pudlin, the Board voted unanimously to approve the minutes of the Regular Meeting of June 8, 2016 as submitted.

3. Chairman's comments. Mr. MacDougald requested that the agenda be opened to add Item #14a, Act on Police Vehicle Lease and Item #14b, Take action to accept a grant under the Connecticut Department of Transportation administered Federal Local Bridge Program for the replacement of the County Road Bridge over the Hammonasset River.

Mr. MacDougald requested that Item #13 and #14 be considered after Item #5.

On motion made by Mr. MacDougald and seconded by Mr. Casparino, the Board voted unanimously to open the agenda and add Item #14a, Act on Police Vehicle Lease and Item #14b, Take action to accept a grant under the Connecticut Department of Transportation administered Federal Local Bridge Program for the replacement of the County Road Bridge over the Hammonasset River and to consider Item #13 and #14 after Item #5.

4. Citizen and Finance member comments. Mr. Horvath recommended that the Board take action to move forward with the purchase of the LeSage Property at 351 Copse Road for \$800,000. While there are some people who have expressed concern about future use of this property, they should understand that any future use would have to be approved by the Town.

In response to a question by Mrs. Davis, Ms. Nobitz explained that the transfer of funds in items #11 is a reallocation of the Public Works budget to split funds between the Public Works and Engineering Departments. There are no new funds involved.

Ms. Davis commented that the schools are eager for the Town to purchase the LeSage property. She noted that a substantial amount of money has already been put into this property for the fields. She is concerned that the Town still owns the Academy School which removes this property from the tax rolls and purchase of the LeSage property would take another property off of the tax rolls. She would encourage efforts to utilize these types of properties for private, tax paying purposes.

NEW BUSINESS

5. Discuss and take action to approve the Settlement Agreement in Lincoln v Madison with no funds required by the Town On motion made by Mr. MacDougald, and seconded by Mr. Casparino, the Board voted unanimously to approve the Settlement Agreement in Lincoln v Madison with no funds required by the Town.

13. Discuss and take action to approve funds to be transferred from the Beach and Recreation Program Fund totaling \$100,000 to the General Fund (\$73,000) and the Equipment Reserve Fund (\$27,000). Mr. Erskine recommended that the Board of Finance make the annual end-of-the year action to transfer funds from the Beach and Recreation Program Fund. They are recommending that \$73,000 be transferred to the General Fund and \$27,000 be transferred to the Equipment Reserve Fund for a total of \$100,000.

In response to a question by Mr. Pudlin, Mr. Erskine noted that \$40,000 had been budgeted for the Equipment Reserve Fund but revenue is down in the Recreation Program Fund this year and there are no major purchases projected for the Equipment Reserve Fund so he is not concerned about the lower amount to be transferred.

On motion made by Ms. Tung, and seconded by Mr. Ulstad, the Board voted unanimously to approve funds to be transferred from the Beach and Recreation Program Fund totaling \$100,000 to the General Fund (\$73,000) and the Equipment Reserve Fund (\$27,000).

14. Discuss and take action to approve funds to be transferred from the Senior Services Program Fund totaling \$10,000 to the General Fund. Mr. Hall noted that last year, a salary that had been carried in the Senior Services Program Fund was transferred to the general fund so this accounts for the higher amount being recommended for this transfer this year. He noted that the meals now being served at the Café have helped to increase attendance at the Senior Center.

On motion made by Mr. Pudlin, and seconded by Mr. Casparino, the Board voted unanimously to approve funds to be transferred from the Senior Services Program Fund totaling \$10,000 to the General Fund.

6. Discuss and take action on the purchase of the LeSage Property at 351 Copse Road in the amount of \$800,000. Mr. MacDougald provided background on the LeSage Property which abuts the High School. The Town has been leasing one parcel for athletic fields. The second parcel is located on Copse Road. Both parties obtained an appraisal and after discussions the Board of Selectmen has agreed to make an offer on the property for an \$800,000 net cost. This includes an \$180,000 credit off the appraised value the Town will receive for lease payments. The purchase would be funded from Fund Balance or the Open Space Capital Fund. A specific decision on funding can be made in September if the offer to purchase is agreed upon and finalized. After Board of Finance action is taken, the purchase will go to the Planning and Zoning Commission and then onto a Town Meeting.

On motion made by Mr. MacDougald, and seconded by Mr. Casparino, the Board voted unanimously to approve the action taken by the Board of Selectmen on the offer to purchase the LeSage property for \$800,000.

Ms. Tung asked why the offer was much higher than the \$735,000 appraisal for the property. Mr. Banisch stated that errors were made about the worth of the building on the property, and further investigation brought the appraisal higher.

On motion made by Mr. MacDougald, and seconded by Mr. Casparino, the Board voted unanimously to approve the action taken by the Board of Selectmen on the offer to purchase the LeSage property for \$800,000.

7. Discuss and take action to approve a resolution allowing First Selectman Banisch to sign an amended lease with Motorola Solutions Inc. for the Dispatch Center Phase II Critical Infrastructure Build. Chief Drumm was present to request that the Board take action to approve a resolution allowing First Selectman Banisch to sign an amended lease with Motorola Solutions, Inc. for the Dispatch Center Phase II Critical Infrastructure Build. He noted that the lease provides for a \$275,000 annual payment for a 7 year term and at a 1.99% rate. He noted that these improvements will increase the radio coverage for the Town.

Mr. Pudlin noted that this item was included in the CIP and was part of the approved budget.

On motion made by Mr. Casparino, and seconded by Mr. Pudlin, the Board voted unanimously to approve a resolution allowing First Selectman Banisch to sign an amended lease with Motorola Solutions Inc. for the Dispatch Center Phase II Critical Infrastructure Build.

8. Presentation and Discussion of the 5 year Strategic Plan for Youth and Family Services. Mr. Corcoran presented the Madison Youth and Family Services Five Year Strategic Plan. He reviewed the Problem Statement, Local Conditions and the MYFS Strategic Plan Overview. With this overview, they are asking that the Board of Finance and Board of Selectmen be aware of the plan and be willing to ask questions and engage in the process. They are asking support to build MYFS capacity to enhance the capacity of the community.

9. Discuss and take action to approve a donation in the amount of \$2,500 from the Noble Family to the Social Services Department. On motion made by Mr. MacDougald, and seconded by Mr. Ulstad, the Board voted unanimously to accept a donation of \$2,500 to Social Services from the Noble family in memory of their daughter, Michelle, with thanks.

10. Discuss and take action to approve a donation in the amount of \$5,000 from Neighbor 2 Neighbor to the Youth & Family Services & Social Services Departments. The funds will be used for emergency financial assistance to individuals/families in need. On motion made by Mr. MacDougald, and seconded by Mr. Casparino, the Board voted unanimously to approve a donation in the amount of \$5,000 from Neighbor 2 Neighbor to the Youth & Family Services & Social Services Departments to be used for emergency financial assistance to individuals/families in need.

11. Discuss and take action to approve Line Item Transfers totaling \$2,200,743.00. Such transfers are for the re-allocation of the 2016-2017 Public Works Budget. On motion made by Mr. Casparino, and seconded by Mr. Pudlin, the Board voted unanimously to approve Line Item Transfers totaling \$2,200,743.00 for the re-allocation of the 2016-2017 Public Works Budget.

12. Discuss and take action to approve a Special Appropriation of \$561,784 to replenish various Departments' budgets due to freeze in 2015-16. Ms. Nobitz explained that there had been a discussion during the budget process about utilizing a portion of funds from fund balance at the close of FY 15-16 to provide \$300,000 to the Board of Education and \$261,000 to the Town to help them transition to a lower budget.

On motion made by Mr. Casparino, and seconded by Mr. Pudlin, the Board voted to approve a Special Appropriation of \$561,784 to replenish various Departments' budgets due to freeze in 2015-16. Mr. MacDougald, Mr. Casparino, Mr. Pudlin; and Mr. Ulstad voted in favor of the motion with Ms. Tung opposed.

14.a Lease of Police Vehicle. Ms. Nobitz noted that the proposed lease of a police vehicle is part of the replacement cycle and provides for four annual payments of \$48,000.

Ms. Nobitz noted that the lease is part of the CIP. Mr. Pudlin recommended that future CIP action items be included as an agenda item to make it clear that the purchase is part of the CIP.

On motion made by Mr. MacDougald, and seconded by Mr. Casparino, the Board voted unanimously to approve the police vehicle lease as presented.

14.b Take action to accept a grant under the Connecticut Department of Transportation administered Federal Local Bridge Program for the replacement of the County Road Bridge over the Hammonasset River. Mr. Ott noted that the Town had applied for and been awarded \$1,178,880.00 in funds under the Federal Local Bridge Program for the County Road bridge over the Hammonasset River. The State has advised of a commitment to fund up to 80% of the eligible project costs. Madison and Killingworth will share in the cost since the bridge is located on the Town line. Killingworth approved the application and shared in the cost of engineering fees. The two towns will split the 20% share at a cost of \$140,000 each. These funds have already been budgeted.

On motion made by Mr. Ulstad, and seconded by Ms. Tung, the Board voted unanimously to accept a grant under the Connecticut Department of Transportation administered Federal Local Bridge Program for the replacement of the County Road Bridge over the Hammonasset River.

15. Review of Financials. Ms. Nobitz noted that she will have the end of the year reports available for the September meeting.

16. Citizen comments. There were no citizen comments.

17. Liaison Reports and Report from First Selectman. Mr. Banisch noted that the Town has successfully negotiated for the lease of the parking lot at the former train station for use as a municipal parking lot. The lease is currently short term but they hope

to negotiate for a long term lease in the future. The use of this parking lot will assist with economic development by providing additional parking for the downtown area.

Mr. Banisch reported that the Town received the \$400,000 awarded from the Transportation Grant for improvements to the Tuxis Walkway

Mr. Pudlin reported that the CIP met this morning. In August they will receive a review of the status of the first year's commitments. A list of projects moving forward will also receive an overview and various Departments will be invited

Mr. Casparino reported on the July Economic Development Commission meeting. He noted that there was updated discussion on use of a Venue Management business to assist with better utilization of a number of the Town's facilities. There has been some concern for the possible increase use of facilities by non-residents. The EDC is encouraging a trial of venue management use for a one year period.

Mr. Pudlin noted that the Board of Finance will be invited to the Board of Education meeting in September for a presentation on the School Building Plan.

Mr. MacDougald recommended that the Board of Selectmen, Board of Finance and Board of Education meet jointly in the fall, before the start of the regular budget cycle, to begin budget discussions to include the State budget situation and projections moving forward. The Board members agreed this joint meeting should be planned for October.

18. Adjourn. On motion made by Mr. Pudlin, and seconded by Mr. Casparino the Board voted unanimously to adjourn the meeting at 8:35 p.m.

Terry Holland-Buckley, Clerk