



# TOWN OF MIDDLEBURY

*Board of Finance  
1212 Whittemore Road  
Middlebury, CT 06762*

**Meeting Minutes  
Thursday November 12, 2015  
Shepardson Community Center Room 26  
1172 Whittemore Road**

Present: Dave Cappelletti, Board Member  
Vincent Cipriano, Board Member  
William Stowell, Board Member  
Peter Trincherro, Alternate  
Ken Heidkamp, Alternate

Absent: Michael McCormack, Chairman  
Michael Kenausis, Board Member  
Stephen Ruccio, Board Member

Also Present: Edward B. St. John, First Selectman  
Larry Hutvagner, CFO  
Rachel Primus, Recording Clerk  
Elaine Strobel, Selectman  
Ralph Barra, Selectman  
Robert Smith, Town Attorney

Vincent Cipriano opened the meeting at 7:00 P.M. with the pledge of allegiance  
**VOTED:** Unanimously on a motion by William Stowell and seconded by David Cappelletti to make Ken Heidkamp and Peter Trincherro regular voting members.

## **Routine Matters**

**1. Approval of Minutes from prior Meeting**

**VOTED:** Unanimously on a motion by Peter Trincherro and seconded by William Stowell to **APPROVE** the October 14, 2015 meeting minutes as presented.

**2. Chief Financial Officers Report**

Larry Hutvagner reported the State of CT has cancelled the Pilot program which means that money will not be coming in as expected and there will probably be more state cuts in the future. He reported the Tax Collector is on budget with revenue and there are some big building permits coming in for the Building Department. Mr. Hutvagner said one bad issue in revenue is scrap metal because there is little to no scrap being collected. On the expenditure side the Police Department is over budget with overtime due to increased

police activity.

**3. Tax Collectors Report**

Included in packets.

**4. Budget transfers**

David Cappelletti noted at last month's meeting there was a transfer request for the registrars and the board asked for additional information. Larry Hutvanger noted the transfer was done within the department but they will be short in temporary salaries and printing ballots. He stated he asked them to be at tonight's meeting, but there is no one here representing the department. **Vincent Cipriano asked to follow up with the registrars for next month's meeting.**

**VOTED:** Unanimously on a motion by Peter Trincherro and seconded by David Cappelletti to **TRANSFER** \$1,100.48 from Motor Vehicle Maintenance (01-52-03-6417) to Machine/Equip Maintenance/Reserve (01-52-02-6138).

**5. Correspondence**

None

**6. Chairman Comments**

Vincent Cipriano wanted to congratulate the people who were newly elected onto the boards and to the people who were not re-elected, he wanted to thank them for their service and wish them luck.

**7. Public Comment**

None

**Old Business**

None

**New Business**

None

**First Selectman's Comments**

Edward St John stated they are well into the new year and there are already revenue shortfalls. He said right off the bat they are not getting \$39,000 from the State. He also stated they will not be getting \$25,000 from the fire department. He wouldn't be surprised if they see substantial State cuts in other areas. He noted it is hard when you project revenue to come in and its shy, usually other departments make up for it, but he doesn't feel this will be the case. Mr. St John said they are already in the hole but the operation side of the budget appears to be ok. The main problem is the Police Department over time. He noted the town just recently had a murder and an assault on the greenway. He said the Police department was right on it and able to put matters to bed, but not without cost. He suggested they might have to budget for excessive overtime. He stated they are not even at the half way point in the year and the money is gone. Edward St John said he asked the Chief and Ken Heidkamp to prepare a rundown of where they are with expenses. He said he wanted to alert the board of the problem with the revenue shortfall and overage for the Police Department budget. He stated they will not be spending anything that isn't an absolute must. Mr. St John also noted the building permits are moving along nicely and that the sewage authority is addressing a revenue issue that creped up last year.

**VOTED:** Unanimously on a motion by David Cappelletti and seconded by Peter Trincherro to **ADJOURN** the meeting at 7:17 p.m.

Respectfully Submitted,

Rachel Primus

Recording Clerk

Cc: Board of Selectmen

Board of Finance and Alternates

Larry Hutvagner, Chief Financial Officer

John Calabrese, Town Treasurer

Rachel Primus, Recording Clerk

Email Notification for Website

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