



TOWN OF MIDDLEBURY

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

**Meeting Minutes
Wednesday September 14, 2016
Shepardson Community Center
Room 26**

Present: William Stowell, Chairman
Vincent Cipriano, Board Member
Dawn Albizu-Calabrese, Board Member
Ann Feinberg, Board Member
Stephen Ruccio, Board Member
Rita H Smith, Board Member
Peter Trincherro, Alternate

Absent: Anastasia Persico, Alternate

Also Present: Edward B. St. John, First Selectman
Elaine Strobel, Selectman
Larry Hutvagner, CFO
Rachel Primus, Recording Clerk

William Stowell opened the meeting at 7:05 P.M. with the pledge of allegiance.

Roll Call and Appointment of Alternates

Regular members were seated. Bill Stowell stated he received a letter of resignation from Ken Heidkamp.

Minutes Approval

1. Discussion/Approval of August 10, 2016 meeting minutes

VOTED: Unanimously on a motion by Ann Feinberg and seconded by Vincent Cipriano to **APPROVE** the August 10, 2016 meeting minutes as presented.

Public Comment

None

Reports

1. Chief Financial Officers Report

Larry Hutvagner reported the revenue is on budget. The Tax collections are coming in good and the Lock Box has increased cash flow. The Building Department and Town Clerks office are both on budget. Larry stated the Police Department had a good summer with regards to Special Duty. Bill Stowell said he saw the town received money for scrap metal. Mr. Hutvagner said they are currently negotiating a deal because the market fluctuates daily, and that the revenue was not expected. Ed St John suggested checking with Dan as to whether this was a onetime deal. Larry said that no department is near to being over budget. Mr. Stowell asked what account 016-02-621 Mandatory Sessions was. Larry said it is ½ day seminar training for the Town Clerks office that is certified by the State of CT. Bill questioned why the town hall copy machine reserve is almost gone. Larry said a new copier was bought. Mr. Stowell asked why the Professional Services for the Police Department were already spent. Larry said the town hired two new reserved offices and there is a fee required for the background check. Bill also asked about the tree care account almost being gone and whether it was normal or if it had to do with the Ash tree removal. Ed St John said it was best to speak to Rita regarding that. Mr. Stowell also asked about the status of the Library lease. Mr. St John said he has not yet received an official word on where it stands, but he will follow up with Dana.

2. Tax Collectors Report

Included in packets

Routine Business

1. Transfers

VOTED: Unanimously on a motion by Vincent Cipriano and seconded by Rita Smith to **TRANSFER** \$4,250.00 from Building Department Temporary Salaries (01-71-23-6972) to Temporary Salaries (01-23-01-6003) to cover costs for outside Consultant for plan review on the Westover Project.

2. Correspondence

None

Old Business

Bill Stowell said there were questions at the last meeting in regards to the resolution for the Capital Plan pay as you go. They asked Mr. Fasi to give the board a better explanation on this. Larry Hutvagner handed out Mr. Fasi's explanation to the board. Bill Stowell read part of it into the record. He said they currently have \$400,000 in the budget with money put aside for improvements and they will decide how to cover the costs during the budget process. Ed St John said there will be another power point presentation at the Fire Department on September 29th. Another handout was given to the board in regards to the Capital Plan. Bill Stowell said there is an ongoing discussion about the flood plain issues with Regan road, and that Ed is working on a having a study done of the flood plain. Bill noted that Steve Ruccio volunteered to be the liaison with the residents affected by this issue and inquired if he had met with them concerning it. Steve indicated he had not and Bill asked him to follow up with Ed St. John on the issue and then meet with the residents.

Bill Stowell said there was a discussion about setting up a committee regarding the use of the building facilities and the related fee schedule. That committee had their first meeting yesterday. The members are Rita Smith, Terry Smith, Ralph Barra, Betty Proulx, and Joanne Cappeletti. Bill said he would like it wrapped up by December as they will need it for the budget process.

New Business

Bill Stowell discussed the ECS formula and how it's been challenged by the town of Woodbury. Ed St John said he will be joining Woodbury and Southbury on this issue. The board had a discussion regarding the underfunding of the ECS grant by the State.

Other Business

1. Any Other business added to the agenda by 2/3 vote of the Board

None

2. Public Comment

None

Adjournment

VOTED: Unanimously with a motion by Steve Ruccio and seconded by Vincent Cipriano to **ADJOURN** the meeting at 7:33 P.M.

Respectfully Submitted,

Rachel Primus, Recording Clerk

Cc: Board of Selectmen
Board of Finance and Alternates
Larry Hutvagner, Chief Financial Officer
Robin Stanziale, Town Treasurer
Rachel Primus, Recording Clerk
Email Notification for Website
File

