

TOWN OF MIDDLEBURY

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

Meeting Minutes Wednesday November 12, 2014 Shepardson Community Center Room 26

Present: Michael McCormack, Chairman
Stephen Ruccio, Board Member
William Stowell, Board Member
Vincent Cipriano, Board Member
Dave Cappelletti, Board Member, arrived at 7:15 PM
Michael Kenausis, Board Member
Ken Heidkamp, Alternate
Joseph Drauss, Alternate

Absent: Peter Trincherro, Board Member Alternate

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

Michael McCormack opened the meeting at 7:00 P.M.

VOTED: Unanimously on a motion by Michael Kenausis and seconded by Vincent Cipriano to **APPOINT** Ken Heidkamp a regular voting member.

Approval of Minutes from prior Meeting

VOTED: Unanimously on a motion by Stephen Ruccio and seconded by William Stowell to **APPROVE** the October 8, 2014 meeting minutes as presented.
Michael Kenausis abstained.

Presentation by Lake Quassapaug Association

George Francis thanked the board for the opportunity to present tonight. He stated the association has chosen to take a non-chemical route to keep the lake as clean as they can. Ingrid

Manning started by giving a background of the lake association. She said she feels the lake is important to the town and the plans for its future. She noted the lake is critical to Middlebury and has an economic value to the town. Ms. Manning presented an analysis which consisted of three lake assessments based on the location of the property on the lake for the land value only, not including any buildings. She felt that if the lake condition was not up kept then there would be a decrease in the town taxes. She noted the town would stand to lose \$276,000 in land property tax revenue, and based this on a 1999 study from UCONN and CT DEEP. She stated the lake had recreational value and has a superior water quality. Ms. Manning said there are 7 organizations that have member or public access and all of the groups support the up keep. She said there are threats to the lake that are invasive and non-native plants which cover 1/6 of the area now, approximately 52 acres of the 291 acres of lake. Ingrid said the association was established in 2012, and in 2013 they hired George Knoecklain, limnologist, to study the lake water. In 2014 the association hired hand pull divers as well as suction harvesters with a total cost of \$31,304. She noted this is an ongoing process of monitoring and removing the plant with an estimated expense of \$39,900 with revenue of \$40,000. They are hoping to increase dues and have received one time gifts. The association is asking that Middlebury contribute \$10,000, and they have also applied for a State grant. There was a discussion on dredging the lake. At this time, Michael McCormick noted that David Cappelletti arrived and would replace Ken Heidkamp as a voting member.

Chief Financial Officers Report

Larry Hutvagner reported that revenue is on budget. He noted the State grants have been received. He stated the building department revenue has slowed down. The police department special duty is doing well and the transfer station fees are on budget. Mr. Hutvagner stated on the expense side no departments are over budget. He said the only department that will be over budget is the Police Department, and that would be the reserve salary. Michael McCormick asked why it would be over budget, because there is the same number of people as last year, and they weren't over budget then. There was a discussion over the need for a second shift supervisor. Vincent Cipriano asked Ken Heidkamp to research the need and report back to the board. Ken said he would like the liaison, Michael Kenausis to attend the meeting as well. Larry Hutvagner also noted the overtime budget for the Police Department will be over budget by the end of the year.

There was discussion on the budget calendar for next year. The regular BOF meetings will be on the second Wednesday of every month.

VOTED: Unanimously on a motion by Vincent Cipriano and seconded by David Cappelletti to have the BOF meetings on the second Wednesday of the month at 7:00 PM unless it falls on a holiday then the meeting will be moved to Thursday.

Tax Collector's Report

Include in packets.

Correspondence

None

Chairman Comments

Michael McCormack stated the town is moving forward on researching the lock box and cashless

system and asked Stephen to report what's been done. Mr. McCormack noted that Peter Trincherio had looked into comparing Middlebury with Woodbury's Fire Department. He found that Woodbury was \$19,000 more. Michael asked that when the board members are doing their research they are sure to compare apples to apples. He stated the school population got set on October 1st, this year was 31.3310% and next year is 31.5898% and if the school budget stays the same there will be an increase of \$164,807. He said they need to get more involved with the school budget. He noted they are down 700 kids this year, almost 20% and there is no appreciable cut in the staff. Mr. McCormack also noted the \$200,000 from WPCA money will not be coming in next year. Vincent Cipriano noted they discussed the annual audit and with the recent events, he feels they need to look deeper into the departments, and would like to see transparency in them. He felt that they pay the auditors to look at these accounts but they are not getting what they need. Edward St. John said they need to extend the auditors out further, they only review town funds, but don't audit beyond that. He felt it was best they do what they are authorized to do. David Cappelletti asked if there was a contract with the ambulance. Stephen Ruccio said he didn't think it was signed, and if not, it should. David Cappelletti noted that normally in contracts it says they can request financial audits. Mr. Cappelletti suggested they set up a committee with the Fire Department and the new Chief to review the town side.

Public Comments

Ralph Barra said that with the audit reviews, he suggests looking to make sure all the checks and balances are there. Robert Smith, town attorney said in regards to the Police Department contract, there needs to be ten bodies. With the new Chief, they are revising policy and procedures and they would need to speak to him about supervision.

Michael McCormack said in regards to Lake Quassapaug, the town own 307 feet of Lake Frontage, 1 ½%. They might consider contributing, but maybe not \$10,000. Michael Kenausis agreed with Mr. McCormack, but noted the revenue generated by businesses where people use the lake every year helps support downtown Middlebury.

VOTED: Unanimously on a motion by Dave Cappelletti and seconded by Vincent Cipriano to **ADJOURN** the meeting at 8:06 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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