



TOWN OF MIDDLEBURY

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

**Meeting Minutes
Wednesday May 13, 2015
Shepardson Community Center Room 26
1172 Whittemore Road**

Present: Michael McCormack, Chairman
Dave Cappelletti, Board Member- arrived at 7:08 PM
William Stowell, Board Member
Stephen Ruccio, Board Member- arrived at 7:10 PM
Vincent Cipriano, Board Member
Joseph Drauss, Alternate

Absent: Peter Trincherro, Board Member Alternate
Michael Kenausis, Board Member
Ken Heidkamp, Alternate

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

Michael McCormack opened the meeting at 7:06 P.M.

VOTED: Unanimously on a motion by Vincent Cipriano and seconded by William Stowell to **APPOINT** Joseph Drauss as a regular voting member.

Routine Matters

1. Approval of Minutes from prior Meetings

VOTED: Unanimously on a motion by William Stowell and seconded by Joseph Drauss to **APPROVE** the April 6, 2015 meeting minutes as presented.

VOTED: Unanimously on a motion by William Stowell and seconded by Joseph Drauss to **APPROVE** the May 6, 2015 special meeting minutes as presented.

2. Chief Financial Officers Report

Larry Hutvagner reported the revenue is as expected. He stated that he called OPM regarding the state money that was due from last year LOCIP and it should be received by next week. Mr. Hutvagner reported that the expenditure accounts that will be over budget are Public Works because of the snow and the Police Department because of over time, vehicle maintenance and computers. Dave Cappelletti questioned the building permits being down. Larry said it was due to Toll Brothers building at a slower pace. Stephen Ruccio asked if the lot on Benson Road is sold what would happen to the revenue. Edward St. John stated that the property has to sell first and that Planning and Zoning will have to approve it first as well. He noted they would be required to pay the back taxes due and the remainder would go to an undesignated account.

3. Tax Collectors Report

Larry Hutvagner noted this was included in the board's packets. The tax sale in February has been cancelled because all the back taxes have been paid. Three of the fifteen accounts that were sent to the Marshall have been paid in full and partial payment has been made to another. Mike McCormack thanked Jean Dawes for embracing the tax sales and for working with the Marshalls and noted the great job she has done.

4. Budget transfers

None

5. Correspondence

None

6. Chairman Comments

Michael McCormack wanted to thank the board for doing a great job with the budget and the residents of Middlebury for supporting it. He noted the board needs to accomplish some things in the future and to open discussions on ways to go about doing things in the town. He wants to use the next few months to get things accomplished before the next budget process starts. He thanked the board in advance for the hard work that will be done.

7. Public Comment

None

Old Business

1. Report on Lockbox

Stephen Ruccio reported the committee is planning on talking with Southbury again regarding why they chose a new vendor. He noted the budget process put them on hiatus, but they will be starting again and move forward with it.

2. Report on Roofs

Michael McCormack stated he thought Dan Norton would be at the meeting this evening to explain the engineering report to the board, but he neglected to ask him to attend.

3. Report on Solar

Michael McCormack stated he has been in touch with a company from Michigan that installs metal roofs with solar panels attached. He noted the board had agreed that installing solar panels on the roofs was not the best way to go because of the damage it

can cause to the roof itself, but felt the metal roof was a better option. Mr. McCormack also stated that solar farms would not create enough energy to make it worthwhile. He stated the metal roofs with solar panels built in have a 100 year guarantee. He noted the roofs could be paid off over 15 years. He is going to ask the representative from the company to attend the June BOF meeting. Edward St John stated there are already existing metal roofs on buildings throughout the town. He agreed that originally they felt it was not a good idea to install solar onto the roofs, but with this new information, that can change because it was not originally discussed using metal roofs. He also stated that Dan has some proposals regarding solar farms, so that might be a possibility as well.

New Business

1. Update on sub committee to merge two departments and to look into turning full time positions to part time.

Michael McCormack stated that David Cappelletti will head the committee regarding the merge of full and part time positions. Vincent Cipriano and Michael McCormack will head the committee looking into merging two departments into one. He noted that if anything is to be done it will not happen for at least one to two years down the road and there will be plenty of notice given.

First Selectman's Comments

Edward St John stated regarding the merge of departments and full and part time positions he would like to see something they can all live with and that will conform to the town's charter. If anything is done they will need to make changes to the charter as well. Mike McCormack stated he would like to do background work and then present the findings to the Selectman. The final decision will be left to the Selectman. Mr. St John felt they should do what was done with the dispatchers and stated the charter will have to be changed before any of these changes can be done.

VOTED: Unanimously on a motion by David Cappelletti and seconded by Vincent Cipriano to **ADJOURN** the meeting at 7:38 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
File