



TOWN OF MIDDLEBURY

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

Special Meeting Minutes Wednesday January 26, 2022 – 7:00 PM Town Hall Conference Room

Present: Vincent Cipriano, Chairman
Dawn Albizu-Calabrese, Board Member – arrived at 7:02 PM
Rita H Smith, Board Member
John Jenusaitis, Board Member
John Moriarty, Alternate

Absent: Stephen Ruccio, Board Member
Joseph Drauss, Board Member
Natrajan Kuppuraj, Alternate

Also Present: Ed St John, First Selectman
Elaine Strobel, Selectman
Ralph Barra, Selectman
Rachel Primus, Recording Clerk

Vincent Cipriano called the meeting to order at 7:00 PM. He appointed John Moriarty a regular member in place of Stephen Ruccio.

New Business

- **Discussion with Park & Recreation re: 2022-2023 Budgets**

Betsy Anderson handed out a copy of the proposed budget. She explained that she included a lot of details. She noted there has been a change to the original proposal, but it's a decrease. Betsy Anderson said the Revenue Fund has been closed. Ed St John said they should have Connie block that out because it brings up unnecessary questions. Betsy Anderson said there will be no change in the Self Sustaining Account. She said the Salary account needs to figure in the longevity. The Temporary Salaries increased due to the minimum wage increase. She included details to that figure. She is looking to increase the pay for the staff at the MRA to possible get someone older to apply. She explained that this is an attempt to stop having people sneak into the MRA. Betsy Anderson explained that the cost to advertise in the Voices previously was \$1,751, but due to the pandemic the pricing has increased to \$5,900. She said they don't have a lot of programs offered currently because of the pandemic so they will not utilize the paper. Instead they would like to print up their own brochures, so they will leave that account as it is. The Telephone/Security account increase is due to the internet and phone cost. The Auto Allowance increase is for the GPS for the truck and the cost of gasoline. Betsy Anderson explained the Computer Technology account decrease was due to the new Civic Rec software

switch. The Custodial Work at Parks account increase is to cover the dumpster and cleaning supply cost. The Recreational Program Expenses account increase is for the new lighting. She said the overall department budget increase is 2.34%. A discussion ensued regarding the new programs that were offered last year.

- **Discussion with Department of Public Works re: 2022-2023 Budgets**

Dan Norton handed out a copy of the proposed DPW budget. He noted that he would be skipping over the accounts which had no increases. He reviewed Department 22 and noted he is proposing to leave it alone. The Telephone account had a large decrease due to items being moved to the IT budget. Dan Norton said that the Natural Gas account will have an increase due to the cost of gas. Department 32 has an increase in the Heating Oil account, which was based on the average gallons burned per year. A discussion ensued regarding the purchasing of heating fuel for the town. Shepardson Community Center has a slight increase in Water Rents. The Building and Grounds Salary account has an increase because of shift personnel. Dan Norton said the Machine/Equipment Maintenance account has historically been over budget due to equipment getting older. The Water Testing account is increasing because the State of CT is mandating one more test at Quassy. The Agriculture account has an increase because of fertilizer as well as the increased fertilization schedule. The Town Hall Contractual Maintenance account has an increase due to the elevator maintenance contract increase. Dan Norton explained the Public Works Salaries account is increased because of the 3% contractual obligations. There is an increase in both the Gasoline and Diesel Fuel account. The Waste Removal Salaries account is increasing because of contractual obligations and the Temporary Salaries has a slight increase as well. Dan Norton explained the increase in the Tipping Fees account. He said it's because they now ship everything out of State. A discussion ensued regarding MIRA and the cost and processing of the recycling. Dan Norton talked about the age of the current fleet. He said that some equipment won't be able to be replaced, and when that happens he will bring it before the board. Ed St John said that DPW does all the equipment maintenance for the town, except for the Fire Department.

- **Discussion with Middlebury Public Library re: 2022-2023 Budgets**

JoAnn Lorusso passed out the proposed budget. She gave an overview of the Public Library operations during the Covid-19 pandemic. She explained everything that was made available to the public during that time. JoAnn Lorusso said they had to remove some of the public computers due to social distancing. The library expanded the broad band to accommodate the need. JoAnn Lorusso said the overall proposed budget increase is 3.8%. She said she needs the capabilities for a hybrid digital inclusion. She explained that she worked with Dan Norton to come up with the number for the increase in the Heating Oil account. JoAnn Lorusso said the trend now is people love having the digital option and now libraries across the country are going hybrid. They are having less customers, but more materials are being used. The library is getting to know the customer and meeting their needs. They need more capabilities for teleconferencing.

Public Comment

None

Adjournment

VOTED: Unanimously on a motion by John Jenusaitis and seconded by Rita Smith to **ADJOURN** the meeting at 8:19 PM.

Respectfully Submitted,
Rachel Primus, Recording Clerk

Cc: Board of Selectmen
Board of Finance and Alternates
Janine Bowler, Town Treasurer
Email Notification for Website
File