



## **TOWN OF MIDDLEBURY**

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

### **Meeting Minutes Wednesday June 8, 2022 – 7:00 PM Town Hall Conference Room**

Present: Vincent Cipriano, Chairman  
Rita H Smith, Board Member  
Dawn Albizu-Calabrese, Board Member  
John Moriarty, Alternate

Absent: Natrajan Kuppuraj, Alternate  
Stephen Ruccio, Board Member  
John Jenusaitis, Board Member  
Joseph Drauss, Board Member  
Brendan Browne, 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 7:04 PM. He appointed John Moriarty as a regular voting member in place of Joseph Drauss.

#### **Approval of May 4, 2022 Special Meeting Minutes**

**VOTED:** Unanimously on a motion by Rita Smith and seconded by John Moriarty to **APPROVE** the May 4, 2022 special meeting minutes.

#### **Reports**

##### **• Chief Financial Officer Reports**

Ed St John noted there was not a good voter turnout this year for the referendum. Since the pandemic it hasn't been a nice environment and he is concerned about it, but they are doing their best to work through it. Ed St John went over the revenue side of the budget. He said they have collected 34 million dollars in property taxes so far. Ed St John said that the used car values have increased this year as well. He said the tax collector is doing a great job. The real estate conveyance tax is up considerably as well as deed recording fees. The building department numbers are up, but things are starting to slow down now. The police department has received revenue for school security and the town facility rental has doubled. Scrap metal has increased. Ed St John said the Park and Recreation summer programs are up \$60,000 from \$40,000. He

noted that the price of materials to maintain the parks has doubled this year. Ed St John said they can determine at the end of the June where the budget stands. On the expenditure side, the salaries are ok for all departments. In the Registrars Telephone account there is \$700 still unencumbered. Elaine Strobel said that money should've moved over. Ed St John said on October 16, 2019 an investigation and audit took place at the Police Department. It resulted in the termination of two police officers. The investigation is still ongoing and the board will see a big uptick in the labor bills as it continues. He said the budget for legal for the current fiscal year should be ok. He suggested that next year they change the Labor grievance arbitration account to a reserve unit. Ed St John said they received money from FEMA for the 2018 storm. Ed St John reported the town hall natural gas is over budget by \$1,676.00, the heating oil account for the historical building is over by \$1,000.00, and the police department gasoline account is \$15,000.00 over budget. He said they are considering purchasing hybrid vehicles for the police department fleet. Vincent Cipriano questioned the police department NexGen computer maintenance account. Elaine Strobel said the department is charged for service calls as well as the contract fee. Ed St John reported the natural gas for Shepardson is over budget as well as the snow and ice removal and equipment maintenance for DPW.

- **CNRF & Reserve Report**

- **Capital Project Fund**

- **American Rescue Plan Fund**

Ed St John said there will be money left over and there has been discussion about helping seniors with energy bills. This is something they need to look into. He said they have a lot of flexibility on how to spend the money.

Ed St John said the Middlebury Recreation Area is at a point where they need to look into improvements. He noted an issue with drainage and the 2 septic tanks. He said they need to come together with a plan to address the issues.

There was a discussion regarding walkways and sidewalks along town roads as well as maintenance of the greenway.

- **Tax Collectors Report**

Vincent Cipriano said the report was included in the packets. He said that Brenda is doing a great job. Brenda Carter said everything is on track and bills will go out next Thursday.

- **Special Duty Report**

### **Routine Business**

- **Budget Transfers as required**

None

- **Correspondence**

None

### **Old Business**

None

### **New Business**

- **Liaison Assignments**

Vincent Cipriano said that if anyone had a particular department they would be interested in

being the liaison for please keep in mind for the next meeting. Ed St John said that the Board of Selectman were the acting liaison for the Fire department and the Chief has been great to work with.

- **Holding BOF meetings at the Police Department, Fire Department and Public Works for department walk through and to check new improvements and equipment.**

Vincent Cipriano explained that he would like to look into holding meetings at some of the bigger departments. It would be more of a tour to look at the facilities. Ed St John said they can look into it for the fall.

#### **Public Comment**

None

#### **Adjournment**

VOTED: Unanimously on a motion by Dawn Albizu-Calabrese and seconded by John Moriarty to **ADJOURN** the meeting at 8:13 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