



TOWN OF MIDDLEBURY

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

Meeting Minutes Wednesday February 8, 2023 – 7:00 PM Town Hall Conference Room

Present: Vincent Cipriano, Chairman
Rita H Smith, Board Member
Stephen Ruccio, Board Member
John Jenusaitis, Board Member
John Moriarty, Alternate

Absent: Joseph Drauss, Board Member
Dawn Albizu-Calabrese, Board Member
Natrajan Kuppuraj, Alternate
Brendan Browne, Alternate

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

Vincent Cipriano called the meeting to order at 7:00 PM. He appointed John Moriarty as a regular voting member.

Approval of January 11, 2023 Meeting Minutes

VOTED: Unanimously on a motion by Rita Smith and seconded by Stephen Ruccio to **APPROVE** the January 11, 2023 meeting minutes.

Approval of January 22, 2023 Special Meeting Minutes

VOTED: Unanimously on a motion by John Jenusaitis and seconded by Rita Smith to **APPROVE** the January 22, 2023 special meeting minutes. Stephen Ruccio abstained.

Reports

• Chief Financial Officer Reports

Vincent Cipriano said the revenue looks good. Ed St John said everything is coming along nicely. He is more concerned with the building permits because there are no big projects in town. Seth Bernstein reported it was a light month. He said the Board of Education payment came through. The budget is at 40% for the fiscal year. He said it was a slow and good month.

Ed St John said there was a very large reserve on medical expenses. He explained that John Jenusaitis and himself had a meeting and received all the paper work regarding some major claims they received. He said the board will see a substantial reduction in the reserve account on the self-insured side. He said they have been in that program for five years now and have done very well. He noted that Southbury withdrew from the self-insurance and went on their own, which hasn't affected them. He said there are 32 employees covered and that Teamsters insures themselves.

- **CNRF & Reserve Report**

Nothing to report.

- **Capital Project Fund**

Nothing to report.

- **American Rescue Plan Fund**

Nothing to report.

- **Tax Collectors Report**

Included in packets.

- **Special Duty Report**

Vincent Cipriano said there were a few accounts overdue.

Routine Business

- **Budget Transfers as required**

None

- **Correspondence**

Vincent Cipriano received a letter from Region 15 regarding a meeting that the Superintendent will be presenting the FY 23/24 proposed budget on February 27, 2023.

Vincent Cipriano received a letter from the Torrington Heath District regarding an increase in the yearly cost. It will be increasing by \$600.00.

Old Business

- **Discussion of liaison assignments**

Vincent Cipriano handed out copies of the liaison assignments. He said it consisted of a list of departments and board members and who they are assigned to. He said he didn't change anything, he just added additional departments.

New Business

Ed St John handed out copies of the proposed Board of Selectman budget. He said he will have Connie Brunswick email copies tomorrow. He noted there is about a 4 to 5 1/2 % increase this year. He said the salary line items reflect the proposed increases. The bigger increases are in the area of energy, electric, and fuel, as well as waste disposal. He noted that in some cases there are substantial differences in what the departments requested and what the Board of Selectman proposed. He noted that there are still departments that haven't submitted their budgets yet. He said it's very frustrating but they worked through it. He noted that they did see reductions in the insurance this year.

Ed St John said the overall increase to the budget is 3.37%. He explained that the fuel price numbers are actual figures and that the town has locked in with East River. He said they have a

contract on the service side of the electric. They are locked in on natural gas, gasoline and diesel fuel for one year. He said they also have reserve contingency for fuel and energy cost. Ed St John passed out a copy of the Capital Budget. He noted it is the same budget as last year, nothing has changed. He said there was a 25 million dollar increase in the grand list. Ed St John said they will be phasing out the Capital Project Plan. He said most accounts don't have money left in them. They are self-sustaining and won't effect the mill rate. He said there were a few changes. Ed St John said he would like to give the board an opportunity to look over the budget, and if they have any questions they can come to him.

Ed St John said they had a discussion with the surrounding towns regarding high speed internet. He met with Frontier yesterday and discussed them bringing in fiber optic throughout the town. He handed out information to the board.

Public Comment

Adjournment

VOTED: Unanimously on a motion by Rita Smith and seconded by Stephen Ruccio to **ADJOURN** the meeting at 7:50 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