



TOWN OF MIDDLEBURY

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

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

Present: Vincent Cipriano, Chairman
Rita H Smith, Board Member
Stephen Ruccio, Board Member
Joseph Drauss, Board Member
John Moriarty, Alternate
Brendan Browne, Alternate

Absent: Dawn Albizu-Calabrese, Board Member
Natrajan Kuppuraj, Alternate
John Jenusaitis, Board Member

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 7:02 PM.

VOTED: Unanimously on a motion Rita Smith and second by Stephen Ruccio to **ADD** discussion regarding the date of the Public Hearing in April to the agenda.

Approval of February 8, 2023 Meeting Minutes

VOTED: Unanimously on a motion by Rita Smith and seconded by Stephen Ruccio to **APPROVE** the February 8, 2023 meeting minutes.

Reports

• Chief Financial Officer Reports

Seth Bernstein discussed the revenue. He noted there is still more to collect in property and motor vehicle taxes. He said they are at budgeted amount as of February. Seth Bernstein reported on the expenditure side that everything looked good. He said that the Board of Finance is the only department that is currently over budget and that is due to audit report. Vincent Cipriano asked about the Fire Department insurance account being over by \$7,300. Ed St John explained the history of the insurance and that not all fire departments operations were included in the new policy. He said they did receive a credit from Cirma, who held the old insurance.

Stephen Ruccio asked about the assessment revenue account and wondered if they were still funding the personal property assessment and audits. He thought it was supposed to be cash positive and they would have an increase in revenue. Seth Bernstein said they haven't spent the money from that account yet. Ed St John asked Seth Bernstein to speak with Chris Kelsey for an explanation.

- **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. Vincent Cipriano said they are in good shape. Ed St John said they will be having some tax sales soon.

- **Special Duty Report**

Ed St John said there is a lot of work going on in town from Frontier, Eversource and Asplundh Tree.

Routine Business

- **Budget Transfers as required**

None

- **Correspondence**

None

Old Business

New Business

- **Discussion on April Public Hearing date**

Vincent Cipriano said the public hearing was originally set for April 5th, but they need to change it April 4th.

VOTED: Unanimously on a motion by Rita Smith and seconded by Joseph Drauss to **AMMEND** the budget calendar for 2023-2024 to change the public hearing from April 5th to April 4th.

Ed St John said he has given everybody the Selectmen's proposed budget, and he has the proposed revenue for the year tonight. He noted it is not in totality because they can't figure the real estate tax for the year. He said there was an increase of \$25 million in the grand list. He said they brought in a lot of new revenue this year. Ed St John said there was big increases in other revenues and a bump in ECS. He is concerned about the real estate conveyance, but the building permits are hanging in there. Ed St John said they negotiated a new agreement on scrap metal. He said there may be an increase in legal going forward due to labor issues. Ed St John said they are a year into ordering police cars and they are only getting VIN numbers. He said it will be a long process. He said they will order two new cars before they even get the two that were ordered. A discussion ensued regarding pre ordering and the time span on when they are

receiving items and equipment.

Public Comment

None

Adjournment

VOTED: Unanimously on a motion by Rita Smith and seconded by Stephen Ruccio to
ADJOURN the meeting at 8:05 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