



## TOWN OF MIDDLEBURY

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

**Special Joint Meeting Minutes  
Board of Selectman and Board of Finance  
Wednesday April 12, 2023 – 7:00 PM  
Town Hall Conference Room**

Present Board of Selectman: Ed St John, First Selectman  
Ralph Barra, Selectman – arrived at 7:18 PM

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

Absent: Natrajan Kuppuraj, Alternate  
Stephen Ruccio, Board Member  
Joseph Drauss, Board Member  
Brendan Browne, Alternate  
Elaine Strobel, Selectman

Also Present: Seth Bernstein, CFO  
Rachel Primus, Recording Clerk

Vincent Cipriano called the meeting to order at 7:08 PM. He appointed John Moriarty as a regular voting member.

**Approval of March 16, 2023 Board of Finance Meeting Minutes**

**VOTED:** Unanimously on a motion by Rita Smith and seconded by John Jenusaitis to **APPROVE** the March 16, 2023 Board of Finance meeting minutes. Dawn Calabrese abstained.

**Reports**

• **Chief Financial Officer Reports**

Vincent Cipriano said the revenue looked exceptional. Seth Bernstein agreed. Ed St John said the number on the investments will go up to \$300,000 which he feels is more than adequate for what they need. He feels this will help with the mill rate. Ed St John commented on the fuel cost, noting that the town is buying less than what was budgeted. He said there is not much of a difference because of the increase in price but also a decrease in usage.

Seth Bernstein said they are trending well with the yearend coming. Ed St John said they are starting the audit, and have a great relationship with CLA Group.

- **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**

Nothing to report.

**Routine Business**

- **Budget Transfers as required**

None

- **Correspondence**

None

**Old Business**

None

**New Business**

- **Discuss increasing FY 2023-2024 Infrastructure/Capital/Reserves Budget by \$200,000 for additional Roadwork.**

Ed St John called the Board of Selectman meeting to order at 7:30 PM.

Vincent Cipriano opened the discussion for an increase of \$200,000 for additional roadwork. Ed St John said this was discussed at the last meeting. He said he had asked Rita Smith to discuss the roadwork with Dan Norton. He said they need to step into this subject gently, because they are paying as they go. Ed St John noted an easy option would be to bond another package, but he would prefer not to do that. He felt that it is an expensive proposal to bond. Another option is to short term borrow or create a pay as you go portion to it. He said this is up for discussion. He noted that the Capital Projects are the only bonds the town has. Ralph Barra suggested having Seth Bernstein look into borrowing the money from ourselves.

Vincent Cipriano noted the \$200,000 is to help get ahead with the roads. Rita Smith said she spent about 3 hours on Monday with Dan Norton looking at the town roads. He explained how he decides if a road needs repair, not just asphalt or if it can be milled or reclaimed. Drainage also plays a factor. She has learned that roadwork preservation is very important. She said the life expectancy of a road is only as good as how you preserve it. She said unfortunately the cost is so expensive and there is always prep work required. Ed St John said they have a master schedule of when all the work has been done on the roads within the last 30 years. He explained that because of inflation they are not doing as much maintenance as they should. He noted that the town budget is based on fiscal year, but DPW schedule is based on construction year which is January through December. He said they are starting the fiscal year with \$700,000, if the increase is approved it will increase to \$900,000. This will give Dan Norton an opportunity to use more money. Ed St John said there is roughly 70 miles of road in Middlebury and they have only addressed about 40 miles of it.

### **Revision to FY 2023-2024 Infrastructure/Capital/Reserves Proposed Appropriations**

- Increase FY 2023-2024 proposed appropriations for Infrastructure/Capital/Reserves in the amount of \$200,000 for additional Roadwork. Revised total in the amount of \$1,484,000 to be presented to the public for a vote at the budget referendum to be held on May 3, 2023.
- Vote on the increase of \$200,000 to FY 2023-2024 proposed appropriations for Infrastructure/Capital/Reserves for additional Roadwork. Revised total in the amount of \$1,484,000 to be presented to the public for a vote at the budget referendum to be held on May 3, 2023.
- First Selectman to request motion for the Board of Selectman to vote on the increase of \$200,000 to FY 2023-2024 proposed appropriations for Infrastructure/Capital/Reserve for additional Roadwork. Revised total in the amount of \$1,484,000 to be presented to the public for a vote at the budget referendum to be held on May 3, 2023.

**VOTED:** Unanimously on a motion by Ed St John and seconded by Ralph Barra to **INCREASE** \$200,000 to FY 2023-2024 proposed appropriations for Infrastructure/Capital/Reserve for additional Roadwork. Revised total in the amount of \$1,484,000 to be presented to the public for a vote at the budget referendum to be held on May 3, 2023.

- Board of Finance Chairman to request motion for the Board of Finance to vote on the increase of \$200,000 to FY 2023-2024 proposed appropriations for Infrastructure/Capital/Reserve for additional Roadwork. Revised total in the amount of \$1,484,000 to be presented to the public for a vote at the budget referendum to be held on May 3, 2023.

**VOTED:** Unanimously on a motion by Rita Smith and seconded by John Jenusaitis to **INCREASE** \$200,000 to FY 2023-2024 proposed appropriations for Infrastructure/Capital/Reserve for additional Roadwork. Revised total in the amount of \$1,484,000 to be presented to the public for a vote at the budget referendum to be held on May 3, 2023.

### **Public Comment**

None

### **Adjournment**

**VOTED:** Unanimously on a motion by Rita Smith and seconded by Dawn Calabrese to **ADJOURN** the meeting at 7:51 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