



TOWN OF MIDDLEBURY

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

**Special Meeting Minutes
Wednesday February 28, 2018
Shepardson Community Center
Room 26**

Present: William Stowell, Chairman
Rita H Smith, Board Member
Joseph Drauss, Board Member
Vincent Cipriano, Board Member
Dawn Albizu-Calabrese, Board Member – arrived at 7:07 PM
Ralph Barra, Alternate
Keli-Ann Bollard, Alternate

Absent: Stephen Ruccio, Board Member

Also Present: Edward B. St. John, First Selectman
Larry Hutvagner, CFO
Rachel Primus, Recording Clerk
Elaine Strobel

William Stowell opened the meeting at 7:04 P.M. with the pledge of allegiance.

Roll Call and Appointment of Alternates

William Stowell seated Ralph Barra as a regular voting member in place of Stephen Ruccio and Keli-Ann Bollard in place of Dawn Albizu-Calabrese.

Public Comment

None

Routine Business

1. Discussion with Department Heads on 2018-2019 Budgets

Police

Chief Dabbo reviewed the following accounts with increases: (6002) Salaries increased by \$17,819.75; (6006) School Security contractual increase of \$1,706; (6007) Overtime increased by \$6,000; (6008) Reserve increased by \$4,660; (6106) Dues and Publications increased by \$1,850; (6122) Personnel Training increased by \$1,533.36 which is

mandated by the State; (6180) Animal Control increased by \$454.00; (6182) Computer Maintenance increase by \$16,300; (6401) Office Supplies increased by \$1,000; (6414) Gas increased by \$1,690; (6417) Motor vehicle Maintenance increased by \$4,000; (6450) Traffic Signs increased by \$150.00; and (6451) Firearms increased by \$1,000.

There was a discussion regarding the recent school shooting in FL and whether or not school security will change. A discussion ensued regarding the police departments car fleet. There was a discussion on body cameras and when they plan on being implemented in the department.

Fire

Chief Bruno reviewed the changes in the fire departments budget. He said there will be changes in salaries and an increase of \$8,016 in the telephone account for the new lines in dispatch. The Chief said there will be a decrease in heating oil and in fuel for car 1 and car 2. The motor vehicle maintenance account will increase by \$2,000 and the Firefighting equipment account will increase by \$3,000.

There was a discussion regarding fire equipment, the life of the equipment and what needed to be purchased.

Old Business

1. **Update/Discussion on State Budget 2018-2019 Revenue.**

Larry Hutvagner said there will be \$122,000 less than what is in the original budget from February. The State is supposed to finalize it by May.

Ed St John handed out a copy of the General Funds Revenue.

2. **Discussion and Action on Transfer for vehicle for Building Department.**

Bill Stowell said that at the last meeting it was decided that a smaller SUV type vehicle would be best for the department. They received an estimate for a Ford Escape of \$24,858.15.

VOTED: Unanimously on a motion by Vincent Cipriano and seconded by Joseph Drauss to **TRANSFER** \$24,858.15 from (01-71-00-6972) Contingency to (01-23-02-6143) Auto Reimb/Maintenance to cover the costs to buy New Ford Escape per the Massachusetts buying MAPC Program.

New Business

1. **Discussion on Board of Selectman submitted 2018-2019 Budget and Revised Capital Items.**

Ed St John handed out copies of general fund revenues. He reviewed the increases to the budget. New Capital items that were added were Flood Plan Study, upgrades to the bathrooms at Shepardson/Senior Center, masonry repairs to the Police/Fire HQ, door replacement and repair at the Police/Fire HQ and fire protection system at the Fire HQ. He said these items came up after the Capital Plan was passed. The masonry repairs mainly consist of the sidewalks at the Police Department, and the curbing at the Fire department. The fire protection system is for the stove hood in the kitchen of the fire department. He noted the kitchen needed upgrades and replacements.

Ed St John said the GIS system upgrade is extremely important. This will be beneficial to multiple departments.

A discussion ensued regarding the economic development line items. Mr. Stowell said they could ask Terry to come back before the board to speak.

Ed St John said he felt they could work with the liaison and shrink down the list for the next meeting and present it to the board. Mr. Stowell asked that a job description be

written up for the EEC part time coordinator position.

Bill Stowell asked that if anyone has any thoughts or questions to give them to Larry or Ed before the next meeting. Ed St John reviewed the revenue with the board. He noted the school budget was not for discussion in front of this board, but their budget is still increasing even though the student population is down.

2. **Discussion and possible action on Straw Pond Property purchase.**

Bill Stowell said the board is being asked to make a recommendation to move forward with this item for town approval. This item will be on the ballot leaving it up to the residents to decide on the purchase. Ed St John reviewed the purchase of the property, noting there have been 5 lawsuits. They are trying to settle the lawsuit for breach of contract along with purchasing the property. He noted purchasing this property will increase the value of the towns adjoining property and take care of the lawsuit. Ed said it will be voted on by referendum with the budget.

VOTED: Unanimously on a motion by Rita Smith and seconded by Ralph Barra to **APPROPRIATE** \$780,000 to account 01-74-90-7200 (Straw Pond Land Purchase) in the General Fund from account 01-00-00-3707 (Unassigned Fund Balance) \$580,000 in the General Fund and \$200,000 from account 30-71-20-6092 (Reserve for Town Facility Improvement/Land/Open Space in Reserve Fund) and recommend to Board of Selectman to take to a Referendum.

Ed St John feels it's in the town's best interest to purchase the property. Larry Hutvagner noted the budget needs to be finalized at the next meeting to be ready for the Public Hearing in April.

Public Comment

None

Adjournment

VOTED: Unanimously with a motion by Rita Smith and seconded by Joseph Drauss to **ADJOURN** the meeting at 8:40 P.M.

Respectfully Submitted,

Rachel Primus, Recording Clerk

Cc: Board of Selectmen
Board of Finance and Alternates
Larry Hutvagner, Chief Financial Officer
Robin Stanziale, Town Treasurer
Rachel Primus, Recording Clerk
Email Notification for Website
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