



TOWN OF MIDDLEBURY
Board of Selectmen

RECEIVED FOR FILING
June 7 20 22 at *1:30* P.M.
TOWN CLERK'S OFFICE
MIDDLEBURY, CT

MINUTES
Meeting of the Board of Selectmen
Monday, June 6, 2022 – 4:00 p.m.
Town Hall Conference Room

Marybeth Lubinski, Asst.
TOWN CLERK

Present:

Edward B. St. John, First Selectman
Elaine Strobel, Selectman
Ralph Barra, Selectman
Attorney Robert W. Smith

Rita Smith, Board of Finance
Marj Needham, Bee Intelligencer
Linda Zukauskas, Voices
Connie Brunswick, Recording Clerk

Call to Order with Pledge of Allegiance

The meeting was called to order by the First Selectman at 4:00 p.m. with the Pledge of Allegiance.

Approval of May 16, 2022 Meeting Minutes

First Selectman Edward B. St. John MOTIONED to approve the May 16, 2022 meeting minutes; SECONDED by Selectman Ralph Barra. Unanimous approval.

Tax Rebates

First Selectman Edward B. St. John MOTIONED to approve a Tax Rebate to Nissan Infiniti in the amount of \$339.18; SECONDED by Selectman Elaine Strobel.

Discussion and Consideration

Approval of 2022-2023 Pay Plan

The 2022-2023 Pay Plan is included in the 2022-2023 adopted budget. First Selectman Edward B. St. John MOTIONED to approve the 2022-2023 Pay Plan; SECONDED by Selectman Ralph Barra.

Selma Frohn named (D) Registrar of Voters

The Board of Selectmen congratulated Selma Frohn who has been named the (D) Registrar of Voters.

Email from Richard Dews

The Board of Selectmen reviewed and discussed an email received from Richard Dews on May 17, 2022 regarding the use of ARPA funds. Consideration will be given to supplementing programs currently in place at the Department of Social Services, which include an Emergency Fund and Food Bank. Ralph Barra will be working with Joann Cappelletti on a plan to further assist households in need. The plan will be presented to the Board of Selectmen for discussion and consideration.

MINUTES – BOARD OF SELECTMEN MEETING

Monday, June 6, 2022 at 4:00 p.m.

Page 2

The Town is also working with Consulting Engineers, SLR, to come up with a Pedestrian Safety Plan (1) from Middlebury Public Library along Route 188 to Route 64 and (2) Route 64 from Chase Road to the Route 63/64 intersection.

The First Selectman said the Town of Middlebury has followed the U.S. Department of Treasury guidelines on the use of ARPA funds. Projects include Water, Sewer and Broadband Infrastructure, Police and Fire Safety Provisions and Environmental Remediation. In January 2022, the ARPA Final Rule allowed for other uses.

Public Comment

Marj Needham asked when each member of the Board of Selectmen was notified about the U.S. Treasury Final Rule for using ARPA funds. Edward B. St. John, Elaine Strobel and Ralph Barra all responded that they were notified in March.

Marj Needham also inquired about the emergency access roads at Ridgewood. Toll Brothers will make sure these roads are easily accessible by police and fire vehicles.

Executive Session

None

Adjournment

First Selectman St. John MOTIONED to ADJOURN the meeting at 4:46 p.m.; SECONDED by Selectman Strobel. Unanimous approval.

Next meeting is scheduled for June 20, 2022 at 4:00 p.m.

These minutes are submitted subject to approval.

Respectfully Submitted,

Connie Brunswick

Recording Clerk

3 refund for BOS 6/6/22

Process Refund Record (s) TOWN OF MIDDLEBURY Int Date: 06/02/2022 Date: 06/02/2022 Page: 1
 Condition(s) : Bill : 2020-03-54913
 Bill Name
 Dist/Susp/Bank Address

2020-03-0054913 NISSAN INFINITI LT 2019/AT35579/JN1B01CR3K321135 7/29/2021 169.34 0.00 0.00 169.34
 PO BOX 254648 54913 508.52 0.00 0.00 508.52
 SACRAMENTO CA 95865-4648 Sec. 12-129 Refund of Excess Payments.

TOTAL 1 169.34 0.00 0.00 169.34
 508.52 0.00 0.00 508.52
 -339.18

Total Adjusted Overpaid Tax

| Town of Middlebury - Salaries - NonUnion Pay Plan | | Biweekly | | 7/1/2022 | | |
|--|--|----------|-------|-----------------|-----------------|--------------------|
| | | 2% | | 22-23 Annual | Non-Union | |
| Dept. | Position | 7/1/2022 | Hours | Salary | Dept Salaries | 7/1/22 Notes |
| 10 | Executive Assistant | 34.84 | 70 | \$ 63,408.80 | | |
| 10 | First Selectman | 3,017.04 | 70 | \$ 78,443.04 | \$ 141,851.84 | |
| 10 | Selectman | 241.56 | NA | \$ 6,280.47 | | |
| 10 | Selectman | 241.56 | NA | \$ 6,280.47 | \$ 12,560.93 | |
| 11 | CFO | 3,999.94 | 70 | \$ 103,998.45 | \$ 103,998.45 | |
| 12 | Treasurer | 208.50 | NA | \$ 5,420.95 | \$ 5,420.95 | |
| 14 | Assessor | 2,912.93 | 70 | \$ 75,736.08 | \$ 75,736.08 | 4 days per week |
| 15 | Tax Collector | 2,663.29 | 70 | \$ 69,245.65 | \$ 69,245.65 | |
| 16 | Town Clerk Assistant | 25.97 | 70 | \$ 47,263.94 | | |
| 16 | Town Clerk | 2,689.30 | 70 | \$ 69,921.84 | \$ 117,185.78 | |
| 17 | Registrar of Voters | 272.26 | NA | \$ 7,078.72 | | |
| 17 | Registrar of Voters | 272.26 | NA | \$ 7,078.72 | \$ 14,157.44 | |
| 23 | Building Official | 3,402.21 | 70 | \$ 88,457.46 | \$ 88,457.46 | |
| 25 | Zoning Enforcement Officer | 29.87 | 20 | \$ 15,530.11 | \$ 15,530.11 | |
| 28 | Inlands/Wetlands Officer | 41.22 | 9 | \$ 9,645.06 | \$ 9,645.06 | |
| 35 | Fire Chief | 359.55 | NA | \$ 9,348.30 | \$ 9,348.30 | |
| 36 | Emergency Management Director | 204.08 | NA | \$ 5,306.12 | \$ 5,306.12 | |
| 37 | Fire Marshal | 359.55 | NA | \$ 9,348.30 | \$ 9,348.30 | |
| 40 | Police Chief | 52.13 | 80 | \$ 108,434.98 | | |
| 40 | Administrative Assistant | 34.99 | 80 | \$ 72,770.88 | \$ 181,205.86 | |
| 40 | Dog Warden | 221.53 | NA | \$ 5,759.88 | | |
| 40 | Dog Warden | 221.53 | NA | \$ 5,759.88 | | |
| 40 | Dog Warden | 541.03 | NA | \$ 14,066.74 | \$ 25,586.50 | |
| 40 | Reserve Officers | 32.69 | NA | \$ 36,851.00 | \$ 36,851.00 | Budget |
| 45 | Town Engineer | 1,126.16 | NA | \$ 13,513.94 | \$ 13,513.94 | |
| 47 | Custodian | 18.32 | 60 | \$ 28,579.20 | | \$1.00/hr increase |
| 47 | Custodian | 17.30 | 40 | \$ 17,992.00 | | \$1.00/hr increase |
| 47 | Custodian | 17.30 | 40 | \$ 17,992.00 | | \$1.00/hr increase |
| 47 | Custodian | 17.30 | 40 | \$ 17,992.00 | \$ 82,555.20 | \$1.00/hr increase |
| 52 | Public Works Director | 4,171.41 | 80 | \$ 108,456.72 | | |
| 52 | Assistant Public Works Director | 3,463.79 | 80 | \$ 90,058.47 | | |
| 52 | Public Works Clerk | 26.08 | 70 | \$ 47,468.15 | | |
| 55 | Transfer Station | 15.92 | 40 | \$ 16,559.09 | | |
| 55 | Transfer Station | 16.09 | 40 | \$ 16,728.82 | \$ 33,287.90 | |
| 60 | Park & Rec Director | 2,516.66 | 70 | \$ 65,433.06 | \$ 65,433.06 | |
| 62 | Social Services Director | 1,637.66 | 60 | \$ 42,579.19 | \$ 42,579.19 | |
| 63 | Elderly Services | 16.32 | 39 | \$ 16,548.48 | | |
| 63 | Elderly Services | 17.45 | 39 | \$ 17,696.53 | | |
| 63 | Elderly Services | 20.40 | 60 | \$ 31,824.00 | | |
| 63 | Elderly Services | 14.33 | 24 | \$ 8,942.54 | | |
| 63 | Elderly Services | 14.00 | 10 | \$ 3,640.00 | \$ 78,651.55 | |
| 64 | Library Director | 2,827.29 | 75 | \$ 73,509.46 | | |
| 64 | Assistant Library Director | 1,647.70 | 75 | \$ 42,840.14 | | |
| 64 | Library Tech Services | 1,773.71 | 75 | \$ 46,116.42 | | |
| 64 | Library Adult Services | 1,670.61 | 75 | \$ 43,435.78 | \$ 205,901.81 | |
| 64 | Library Assistant - part time | 15.30 | 38 | \$ 15,116.40 | | |
| 64 | Library Assistant - part time | 15.30 | 38 | \$ 15,116.40 | | |
| 64 | Library Assistant - part time | 15.30 | 38 | \$ 15,116.40 | | |
| 64 | Library Assistant - part time | 15.30 | 38 | \$ 15,116.40 | \$ 60,465.60 | |
| WPCA | WPCA Clerk | 22.88 | 58 | \$ 34,500.93 | \$ 34,500.93 | |
| | | | | \$ 1,784,308.36 | \$ 1,538,325.01 | |
| | Recording Clerks 20.37 to 20.78 | | | | | |
| | | | | \$ 165,401.88 | increase | |

Connie Brunswick

From: Richard Dews <rwd96@att.net>
Sent: Tuesday, May 17, 2022 8:51 AM
To: First Selectman
Cc: Elaine Strobel; Ralph Barra
Subject: ARPA Funds

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Email support@computercompany.net if you doubt the validity of this email.

Members of the Board of Selectmen

Pursuant to discussion at the May 16, 2022 Selectmen's meeting I am submitting the following list as suggestions for the use of the ARPA funds.

1. Give assistance to needy families and the elderly for mortgages, rent, food and direct payments in cash.
2. Create a special fund specifically for heating and utilities.
2. Construct walking trails and a suitable parking area on the 100 acres of the former Toll Brothers property now owned by the town to promote healthier outdoor living and recreation.
3. Contribute to non-profits such as The Middlebury Historical Society, The Middlebury Community Emergency Fund and the Food Bank and any other non-profits that could use assistance.

Thank You
Richard Dews

