



# TOWN OF MIDDLEBURY

## Office of the Selectmen

### MINUTES

### MEETING OF THE BOARD OF SELECTMEN

Monday, October 4, 2021 – 4:00 p.m.

RECEIVED FOR FILING

October 5, 2021 at 2:45 P.M.

TOWN CLERK'S OFFICE  
MIDDLEBURY, CT

*Manjith Lohamali, Esq.*  
TOWN CLERK

**Present:** Edward B. St. John, First Selectman  
Elaine M. Strobel, Selectman  
Ralph J Barra, Selectman

**Also Present:** Barbara J. Whitaker, Recording Clerk  
Marj Needham, Reporter – Bee Intelligencer  
Linda Zukauskas, Reporter - Voices

#### Call to Order with Pledge of Allegiance

The meeting was called to order by the First Selectman with the Pledge of Allegiance.

#### Approval of September 20, 2021 Meeting Minutes

First Selectman St. John MOTIONED to approve the minutes of the above-mentioned meeting; SECONDED by Selectman Barra with the following change listed below. Unanimous approval.

*Diane E. Giuditta will appear on the November 2021 ballot.*

#### Tax Rebates

|   |          |
|---|----------|
| Nicole M. Duprey, Middlebury, CT              | \$439.54 |
| Nicole M. Duprey, Middlebury, CT              | \$196.39 |
| Vincent E. Lagasse, Middlebury, CT            | \$218.10 |
| Vincent E. Lagasse, Middlebury, CT            | \$218.67 |
| Nadia S. Santiago, Middlebury, CT             | \$139.35 |
| Steven Babalis, Middlebury, CT                | \$95.78  |
| Robert V. Cappelletti, Middlebury, CT         | \$707.23 |
| Steven F. & Carmella Donofrio, Middlebury, CT | \$45.24  |
| Bernard J. Dzinski, Middlebury, CT            | \$35.95  |
| Hyundai Lease Titling Trust, Atlanta, GA      | \$322.88 |
| Sofiane Kadri, West Hartford, CT              | \$17.11  |
| VW Credit Leasing, Ltd., Libertyville, IL     | \$720.63 |
| VW Credit Leasing, Ltd., Libertyville, IL     | \$322.53 |
| Andrew & S.L. Kwashnak, Middlebury, CT        | \$69.49  |

First Selectman St. John MOTIONED to approve the above-mentioned tax rebates; SECONDED by Selectman Strobel. Unanimous approval.

#### Discussion and Consideration

##### Approval of Job Descriptions

Selectman Strobel said that she reviewed the current job description for Chief Financial Officer against the revised job description and she thought that the changes made were updated improvements.

First Selectman St. John MOTIONED to approve the job description for Chief Financial Officer; SECONDED by Selectman Barra. Unanimous approval,

First Selectman St. John MOTIONED to approve the job description for Office Clerk/Dispatcher for Elderly Services; SECONDED by Selectman Strobel. Unanimous approval.

First Selectman St. John MOTIONED to approve the job description for Administrative Assistant – Social Services; SECONDED by Selectman Strobel. Unanimous approval.

First Selectman St. John MOTIONED to approve the job description for Senior Transportation Drive; SECONDED by Selectman Strobel. Unanimous approval.

Boch Middlebury-Waterbury, LLC Tax Incentive Application to Town Meeting

First Selectman St. John MOTIONED to move this tax incentive application to a Town Meeting per the attached recommendation from Terrence McAuliffe, Chairman of the Economic Development Commission to a date to be determined; SECONDED by Selectman Barra. Unanimous approval.

Public Comments

At this time, the Board reviewed proposed building permit fees with Mark Lubus, Acting Building Inspector. Mr. Lubus will update the fee schedule and return to the October 18, 2021 meeting for Board approval.

Adjournment

First Selectman St. John MOTIONED to ADJOURN the meeting at 4:24 p.m; SECONDED by Selectman Strobel. Unanimous approval.

These minutes are submitted this 5<sup>th</sup> day of October 2021, subject to approval.

Respectfully submitted,

*Barbara J. Whitaker*

Barbara J. Whitaker  
Recording Clerk



**TOWN OF MIDDLEBURY**  
**Economic Development Commission**  
Office of the First Selectman  
1212 Whittemore Road, Middlebury, CT 06762

September 28, 2021

**Review of the application by Boch Middlebury-Waterbury, LLC. for participation in Middlebury's Tax Incentive Program for a Subaru Dealership at 1660 Straits Turnpike**

On Tuesday September 28, 2021, the Economic Development Commission met to review the above submitted application with regards to Middlebury Tax Incentive Policy standards and compliance. At the conclusion of the review process, a motion was made and unanimously approved to forward the application to the selectman's office with a recommendation that the commission's review is complete and the applicant is in compliance with our policy.

The new building will have an estimated valuation of \$7,622,000 subject to assessment. The valuation of the property prior to construction is to be determined by the Town Assessor. The business will employ about 75 people after two years of operation, including 51 people from the prior business and 24 new hires over time.

The scheduling of a Special Town Meeting to vote to approve the applicant's tax abatement agreement is now subject to the review and approval of the Selectman's Office. The final decision shall be the sole responsibility of the Special Town Meeting, which is scheduled pending approval by the Selectmen's Office.

Respectfully,

Terrence McAuliffe  
Chairman, Middlebury Economic Development Commission  
edc@middlebury-ct.org  
203-770-9744 cell  
203-758-1492 home office

cc: Edward B. St. John, First Selectman  
Chris Kelsey, Assessor  
Brigitte Bessette, Town Clerk

