



# TOWN OF MIDDLEBURY

## Office of the Selectmen

RECEIVED FOR FILING p.  
Nov. 3 2021 at 3:25 M.  
TOWN CLERK'S OFFICE  
MIDDLEBURY, CT

*R. M. [Signature]*  
TOWN CLERK

### AGENDA

#### SPECIAL MEETING OF THE BOARD OF SELECTMEN

Monday, November 1, 2021 – 3:00 p.m.  
Town Hall Conference Room

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

**Also Present:** Attorney Robert Smith  
Chris Kelsey, Assessor  
Barbara J. Whitaker, Recording Clerk

#### Call to Order with Pledge of Allegiance

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

#### Approval of October 15, 2021 Meeting Minutes

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

#### Tax Rebates

Toyota Lease Trust, Chandler, AZ	\$129.56
Keith W. Surbey, Middlebury, CT	\$49.98
Toyota Lease Trust, Chandler, AZ	\$395.67
Toyota Lease Trust, Chandler, AZ	\$142.49

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

#### Recommendations

Selectman Barra MOTIONED to approve the appointment of Linda D. Herrmann (D) as a member of the Zoning Board of Appeals replacing Raymond A. Caruso for a term from November 5, 2021 to November 5, 2026; SECONDED by First Selectman St. John. Unanimous approval.

First Selectman St. John MOTIONED to approve the appointment of Peggy Gibbons (R) as a member of the Conservation Commission replacing Kelly A. Bollard for a term from November 1, 2021 to July 1, 2024; SECONDED by Selectman Strobel. Unanimous approval.

#### Discussion & Consideration

First Selectman St. John MOTIONED to approve the 2022 Board of Selectmen meeting schedule to stand as it is; SECONDED by Selectman Strobel. Unanimous approval.

At this time First Selectman St. John discussed Mark Lubus' permanent hiring as Building Official for the Town of Middlebury. The First Selectman explained

that Mark had been hired in September on an interim basis, but has done an excellent job and will be hired permanently.

Chris Kelsey, Assessor will work for another municipality one day of the week going forward. Chris will be paid by the municipality for this day. The municipality does not have an Assessor and Chris will provide assistance in filling the void. The Board of Selectmen has no objection to this action. First Selectman St. John MOTIONED to approve the memorandum of understanding presented by Chris Kelsey, SECONDED by Selectman Strobel. Unanimous approval.

#### **Public Comments**

Selectman Strobel said that the transition to Voiceover IP was complete, and that the Town is still waiting for PC equipment for the sewer stations.

Selectman Barra reported that he is working with Attorney Smith on the out-of-state license plate ordinance. Attorney Smith is polling other similar municipalities to see how they handle this issue.

At this time the First Selectman requested approval from the Board on the Town vehicles being used to deliver wood and logs that have been accumulating to private home owners. The Town needs to dispose of the wood and logs and there are many residents in Town that have a need.

#### **Adjournment**

First Selectman St. John MOTIONED to ADJOURN the meeting at 3:32 p.m., SECONDED by Selectman Strobel. Unanimous approval.

Respectfully submitted,

*Barbara J. Whitaker*

Barbara J. Whitaker  
Recording Clerk



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Office of the Selectmen

*R. J. M. Besseth*  
TOWN CLERK

**2022 Board of Selectmen Meeting Schedule**  
**First & third Mondays monthly at 4:00 p.m.**  
**Town Hall Conference Room**  
**HYBRID ZOOM MEETINGS**

- Monday, January 3, 2022
- Tuesday, January 18, 2022
- Monday, February 7, 2022
- Tuesday, February 22, 2022
- Monday, March 7, 2022
- Monday, March 21, 2022
- Monday, April 4, 2022
- Monday, April 18, 2022
- Monday, May 2, 2022
- Monday, May 16, 2022
- Monday, June 6, 2022
- Monday, June 20, 2022
- Tuesday, July 5, 2022
- Monday, July 18, 2022
- Monday, August 1, 2022
- Monday, August 15, 2022
- Tuesday, September 6, 2022
- Monday, September 19, 2022
- Monday, October 3, 2022
- Monday, October 17, 2022
- Monday, November 7, 2022
- Monday, November 21, 2022
- Monday, December 5, 2022
- Monday, December 19, 2022

**First Monday Zoom Info**

<https://us04web.zoom.us/j/914937011?pwd=QVp5anRtQVRIS0c1aWRrekp2eUJJdz09>

Meeting ID: 914937011 - Passcode: 567991

One tap mobile (+1-646-558-8656), 0#, 567991# US (New York)

**Third Monday Zoom Info**

<https://us04web.zoom.us/j/914937011?pwd=QVp5anRtQVRIS0c1aWRrekp2eUJJdz09>

Meeting ID: 856 3271 6525 - Passcode: 902575

One tap mobile +16465588656, 85632716525#, 0#, 902575

NOV. 3 20 21 at 3:25 P.M.

TOWN CLERK'S OFFICE  
MIDDLEBURY, CT

*Brigitte M. Bevilacqua*  
TOWN CLERK

Dear Mr. St John

Recently an opportunity has been presented to me and I would like to ask you and the Board of Selectman the chance to pursue the opportunity. I am asking that the Board of Selectman allow me to adjust my regular hours and adjust my current salary to accommodate this change. I would like to adjust my regular weekly schedule from a Monday- Friday 8AM to 5PM schedule (35-hour week) to a Monday, Tuesday, Thursday, Friday schedule with working hours changing to 8 AM to 5PM (32-hour week). I think a small adjustment of my regular salary to of \$6,961.24 annually is warranted to accommodate this change. I feel that I can still be an effective Assessor for the town with this schedule. This new schedule would afford me the chance to take advantage of the recent opportunity presented to me.

I would like to thank the Board of Selectman for their consideration in this matter

Respectfully



Chris Kelsey

APPROVED/DENIED



Edward St John

First Selectman

APPROVED/DENIED



Ralph Barra

Selectman

APPROVED/DENIED



Elaine Strobel

Selectman