



TOWN OF MIDDLEBURY

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

Regular Meeting Minutes Wednesday December 9, 2020 ZOOM

Present: William Stowell, Chairman
Rita H Smith, Board Member
Joseph Drauss, Board Member
Stephen Ruccio, Board Member
Vincent Cipriano, Board Member
Dawn Albizu-Calabrese, Board Member
John Jenusaitis, Alternate

Absent: Natrajan Kuppuraj, Alternate

Also Present: Ed St John, First Selectman
Robin Stanziale, CFO
Ralph Barra, Selectman
Elaine Strobel, Selectman
Rachel Primus, Recording Clerk

William Stowell opened the meeting at 7:01 PM with the pledge of allegiance.

Approval of November 10, 2020 Meeting Minutes

VOTED: Unanimously on a motion by Joseph Drauss and seconded by Stephen Ruccio to **APPROVE** November 10, 2020 meeting minutes.
Vincent Cipriano abstained.

Reports

• Chief Financial Reports

Robin Stanziale said that a lot of information was sent via email, which included the meeting and budget calendar for 2021. Also included in the email was the legal opinion received regarding the BOF charter updates. She said that the charter updates have been completed. She has received the annual reports from all the departments and the audit is scheduled for the end of January. Robin said that the supplemental motor vehicle taxes were sent out this week. She also received an update from Peter Vaccarelli regarding the water usage. She said that everything is shut off now and in the spring Dan will do some testing and try and track the water usage on our end. Robin said that on December 3rd she received an update from OPM regarding the Corona

Virus refunds. She said that everything has been approved and they are still waiting for an acceptance letter from FEMA, but haven't heard anything yet. Robin said we will see funds coming in, but at this point she is not sure how much yet. They will all need to be applied toward Covid 19 expenses. Robin said there was a medical pooling meeting with Region 15 which went well, however there was no vote taken on the bids for medical insurance. The next meeting will be held on February 16, 2021. Robin reported that there will be changes in the trash tip fees, which Barbara had sent out an email regarding, which will affect the next budget cycle, but the increases are still unknown.

Ed St John noted the increase in the real estate conveyance fees and building permits on the revenue side and hopes it will continue. Ed discussed the issue with MIRA, stating the State has turned its back on this resource in which 50-60 municipalities use for their trash. The plant will be closing in July 2021 which he is assuming will cause a substantial rise in tip fees. Ed said that now the trash will need to be sent out of state.

- **Tax Collectors Reports**

Included in packets. Bill said that members received the report and there were no questions for Brenda. Brenda said the motor vehicle supplemental bills went out this week and everything is status quo.

- **Special Duty**

Bill said that Amy has been on top of everything and things are looking good. There is only one issue in regards to an outstanding bill, but the woman who owes lives in California.

Old Business

- **Fenn Farm Update**

Bill Stowell said there is nothing new to update the board on. They are still moving along trying to get information and as of now there is no date set for repairs.

Ed St John said it is looking like the town will be doing the project in house which will substantially cost less. He said the project will need to get done first thing in the spring. Ed said they are moving forward trying to establish a commission as well.

Bill said the cesspool system has been backing up because it has not been emptied. Middlebury sanitation has been out and discussed the issue. They will go back in 6 to 8 weeks and pump whenever necessary. Bill said the money for this will come out of the Capital Plan.

- **Update/Discussion on BOF request for Legal Opinion**

Bob said the questions were well spelled out by Robin. He suggested that the BOS and BOF discuss how they want to set up the procedure going forward. They will need an affirmative vote from each board, and he found nothing that said they need to vote together as one body. Each board will need a quorum with an affirmative vote from each commission. Bill said that Ed is in charge of setting up the agenda and running the meeting. Ed St John said he will sit down with Robin and set the dates they will need to come together.

Ed St John said that Dan is putting together everything that has been done in regards to the Capital projects. He said they are finishing up on Bioski Rd and are about 99% done. He said there has been an uptick in development in town with approved projects on Straits Turnpike. There are also 2 other projects in front of P&Z. Ed said the building department is busier now than ever.

New Business

None

Public Comment

None

Adjournment

VOTED: Unanimously on a motion by Vincent Cipriano and seconded by Joseph Drauss to **ADJOURN** the meeting at 7:36 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