



# TOWN OF MIDDLEBURY

## Board of Selectmen

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Aug. 31 20 22 at 12:05 M.  
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MIDDLEBURY, CT

### MINUTES

Special Meeting of the Board of Selectmen  
Monday August 29, 2022 – 4:00 p.m.  
Town Hall Conference Room

*[Signature]*  
TOWN CLERK

Start: 4:02 p.m.

End: 4:16 p.m.

#### Present:

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

Marj Needham, Middlebury Bee Intelligencer  
Linda Zukauskas, Voices  
Liana St. Germain, Recording Clerk

#### Call to Order with Pledge of Allegiance

The meeting was called to order by the First Selectman at 4:02 p.m. with the Pledge of Allegiance.

#### Approval of August 15, 2022 Meeting Minutes

First Selectman Edward B. St. John MOTIONED to approve the August 15, 2022 minutes, SECONDED by Selectman Ralph Barra. Selectman Elaine Strobel abstained due to not being present.

#### Tax Rebates

Cynthia Cohen - \$13.97  
Eric P. Fiske - \$7.25

Truxtun H. Gowen - \$16.09  
Shauna McManus - \$30.29

First Selectman St. John has requested these rebates take its usual course. SECONDED by Selectman Strobel. Unanimous approval.

#### Resignation

First Selectman St. John MOTIONED to accept the resignation of Mary Bulkovitch from the Ethics Commission. SECONDED by Selectman Strobel. Unanimous approval.

#### Re-Appointments

First Selectman St. John re-appointed William J. Stowell (R), to the Planning and Zoning Commission, retroactive from May 5, 2022 to May 5, 2027. Seconded by Selectman Strobel. Unanimous approval.

First Selectman St. John re-appointed Erika Carrington (R), to the Planning and Zoning Commission, retroactive from May 19, 2022 to May 19, 2027. Seconded by Selectman Strobel. Unanimous approval.

#### Discussion and Consideration

Amended Retainer Agreement – Retainer Agreement for Robert W. Smith Law Offices, LLC, was entered back in 2012, with the financial aspect not changing. The amended addition of the Planning and Zoning Commission, to the Retainer Agreement. First Selectman St. John MOTIONED to approve Amended Retainer Agreement, SECONDED by Selectman Barra. Unanimous approval.

Job Description Approval – Children’s Librarian position, First Selectman St. John MOTIONED to approve the job description SECONDED by Selectman Strobel. Unanimous approval.

Selectman Strobel noted, there will be no Board of Selectman meeting held on 09/06/2022.

First Selectman St. John announced the Town will be having its first concert to be held on 09/11/2022 between the hours of 2:00 pm to 4:30 pm, at Shepardson Hall, outside. The Town was able to raise funds for the concert via donations. There will be no rain date.

**Public Comment**

None

**Executive Session**

None

**Adjournment**

First Selectman Edward B. St. John MOTIONED to ADJOURN the meeting at 4:16 p.m.; SECONDED by Selectman Ralph Barra. Unanimous approval.

Next meeting is slated to take place on Monday, September 19, 2022 at 4:00 p.m.

These minutes are submitted subject to approval.

Respectfully Submitted,  
*Liana St. Germain*  
Recording Clerk