



TOWN OF MIDDLEBURY

Office of the Selectmen

MINUTES
SPECIAL MEETING OF THE BOARD OF SELECTMEN
Wednesday, December 4, 2019 – 4:00 p.m.
Town Hall Conference Room

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

Also Present: 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 November 27, 2019 Special Meeting Minutes

First Selectman St. John MOTIONED to approve the minutes of the November 27, 2019 Special Meeting; SECONDED by Selectman Strobel. Unanimous approval.

Tax Rebates

Financial Service Vehicle Trust, Hilliard OH	\$401.63
Bette A. & Eric W. Kitik, Middlebury, CT	\$188.71
Claudette & Joseph Messineo, Waterbury, CT	\$279.89
Joseph V. Messineo, Jr. Waterbury, CT	\$187.04
M&M Home Improvement LLC & Mauricio M.	\$93.02

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

Reappointments

First Selectman St. John MOTIONED to approve the reappointment of Ted J. Mannello (R), 139 Artillery Road as a member of the Land Preservation & Open Space Acquisition Committee for a term from December 15, 2019 through December 15, 2020; SECONDED by Selectman Barra. Unanimous approval.

First Selectman St. John MOTIONED to approve the reappointment of Janice S. LeDuc (R) as a member of the Safety & Health Committee for term from December 17, 2019 through December 17, 2020; SECONDED by Selectman Strobel. Unanimous approval.

Discussion and Consideration

Retirement of Edie Salisbury, Town Clerk

The Board acknowledged the retirement of Edie Salisbury as Town Clerk effective December 31, 2019. Selectman Barra requested a proclamation from the Governor for Mrs. Salisbury. The First Selectman said that he was surprised to receive the retirement letter from Mrs. Salisbury and that Brigitte Bessette is well trained to fill the position. The Town will be looking to fill the positions of Treasurer and Assistant Town Clerk in the future.

2020 Board of Selectmen Meeting Schedule

First Selectman St. John MOTIONED to approve the Board of Selectmen be on the first and third Monday of each month at either 4:00 p.m. or 6:00 p.m. for 2020 (depending on the content of the agenda); SECONDED by Selectman Barra. Unanimous approval.

Other Matters

First Selectman St. John explained that the position of Chief Financial Officer was advertised in the newspaper and a final decision had been made.

First Selectman St. John MOTINED to appoint Robin T. Stanziale as Chief Financial Officer for the Town of Middlebury; SECONDED by Selectman Strobel. Unanimous approval. The First Selectman added that the salary had been discussed with Mrs. Stanziale and would be \$98,000 per year.

At this time the First Selectman explained that the current Town Charter was passed in 2012. The First Selectman gave copies of the procedures and provisions he received from the Town Clerk on how to proceed with charter revision. The First Selectman stressed that strong consideration should be given to increasing the term from two to four years for the Board of Selectmen, because there is a learning curve of two years. First Selectman St. John asked Board members to review the charter revision procedures so they can be discussed at the next Board of Selectmen meeting. The First Selectman added that the Chairmen of the Town Committees should also be incorporated in the recommendation process of volunteers to various boards and commissions rather than this decision solely resting with the Selectmen.

Adjournment

Selectman Strobel MOTIONED to ADJOURN the meeting, SECONDED by Selectman Barra. Unanimous approval.

These minutes are submitted this 5th day of December 2019 subject to approval.

Respectfully submitted,

Barbara J. Whitaker

Barbara J. Whitaker
Recording Clerk