



# TOWN OF MIDDLEBURY

## *Office of the Selectmen*

### MINUTES

#### MEETING OF THE BOARD OF SELECTMEN

**Monday, July 6, 2020 – 4:00 p.m.**

**REMOTE ATTENDANCE ONLY HELD CONCURRENTLY WITH ZOOM**

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

**Meeting ID: 914 937 011 - Password: 567991**

**One tap mobile - +16465588656, 914937011# US (New York)**

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

**Also Present:** Attorney Robert Smith  
Attorney Joseph Fasi  
Robin Stanziale, Chief Financial Officer  
Barbara J. Whitaker, Executive Assistant  
Linda Zukauskas, Reporter – Voices  
Marj Needham, Reporter – Bee Intelligencer

#### **Call to Order with Pledge of Allegiance**

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

#### **Approval of June 15, 2020 Meeting Minutes**

The First Selectman MOTIONED to approve the minutes of the June 15, 2020 meeting  
SECONDED by Selectman Strobel. Unanimous approval.

At this time First Selectman St. John MOTIONED to approve the appointment of William J. Stowell (R), 1 Elfun Place as Assistant Treasurer effective January 1, 2020; SECONDED by Selectman Strobel. Unanimous approval.

#### **Discussion and Consideration**

##### **Executive Assistant Job Description**

First Selectman St. John explained that a more formal job description had been composed for the Executive Assistant along with a pay increase based on recommendations from Robin Stanziale, Chief Financial Officer.

First Selectman St. John MOTIONED to approve the attached job description and increase for the Executive Assistant to the First Selectman, SECONDED by Selectman Strobel Unanimous approval.

##### **Youth Essay Contest**

First Selectman St. John explained that he and members of the Board received an email from Anne Trager regarding the Griffin J. Namin Youth Essay Contest geared towards high school students. Griffin sadly lost his courageous battle to brain cancer last June. The First Selectman said that Ms. Trager requested that the Board of Selectmen act as judges for the contest.

First Selectman St. John MOTIONED to that the Board of Selectmen act as judges at the upcoming Youth Essay Contest; SECONDED by Selectman Strobel. Unanimous approval.

To consider and act upon the following Resolution:

First Selectman St. John introduced and read the following resolution:

Resolved: That the resolution entitled: “RESOLUTION WITH RESPECT TO THE AUTHORIZATION, ISSUANCE AND SALE OF NOT EXCEEDING \$3.2 MILLION TOWN OF MIDDLEBURY GENERAL OBLIGATION REFUNDING BONDS, AUTHORIZING COMBINING INTO ONE ISSUE AND MAKING DETERMINATIONS WITH THE REFUNDING BONDS ANY OTHER AUTHORIZED BUT UNISSUED BONDS OF THE TOWN, AUTHORIZING AGREEMENTS FOR THE INVESTMENT OF REFUNDING ESCROW AND ITS REINVESTMENT OVER ITS TERM” is hereby approved; **SECONDED** by Selectman Strobel. Unanimous approval.

First Selectman St. John **MOVED** to waive the reading of the entitled resolution and that its full text be incorporated into the minutes of the meeting; **SECONDED** by Selectman Strobel.

First Selectman St. John explained that this is a reduction/refinancing of a 2013 sewer bond and some other projects completed in 2013. This action will give the Town a reduction in interest.

Upon roll call vote the Ayes and Nays were as follows:

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Edward B. St. John, First Selectman Elaine M. Strobel, Selectman Ralph J. Barra, Selectman	

The First Selectman thereupon declared the **MOTION** carried. The resolution is attached hereto.

First Selectman St. John **MOVED** that said resolution be adopted as introduced and the **MOTION** was **SECONDED** by Selectman Strobel. Unanimous approval.

Upon roll call vote the Ayes and Nays were as follows:

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Edward B. St. John, First Selectman Elaine M. Strobel, Selectman Ralph J. Barra, Selectman	

The First Selectman thereupon declared the **MOTION** carried.

First Selectman St. John added that he and Robin Stanziale, Chief Financial Officer will be meeting with Moody's on July 15, 2020 to discuss the Town's bond rating. The First Selectman said that they are trying for a higher rating.

**Public Comments**

None.

**Adjournment**

First Selectman St. John MOTIONED to ADJOURN the meeting, SECONDED by Selectman Strobel. Unanimous approval,.

These minutes are submitted subject to approval this 8<sup>th</sup> day of July 2020

Respectfully submitted,

*Barbara J. Whitaker*

Barbara J. Whitaker  
Executive Assistant & Recording Clerk