

City of Middletown
Finance & Government Operations Commission Agenda
Special Meeting
Thursday, March 2, 2023 @ 6 pm via WebEx event# 2333 407 8903
Or dial in: 408-418-9388

Present: Councilman Edward McKeon, Councilwoman Linda Salafia, Councilman Anthony Gennaro, Finance Director Carl Erlacher, Director Health Kevin Elak, Captain John Lozefski, Director Joseph Fazzino, Director Marek Kozikowski, and Cassie Steinhilber

Absent: Councilwoman Meghan Carta, Councilman Gene Nocera

1. Councilman McKeon called the Finance & Government meeting to order and requested a motion to approve the February 1, 2023 minutes. Councilman Gennaro motioned to approve, Councilwoman Salafia second; unanimously approved.
2. Public Comments on the Agenda – none
3. Items submitted for discussion:
 - **BOE-1.)** Grant Reduction of \$(198.62) Fresh Fruit and Vegetable; **2.)** Grant Confirmation totaling \$782,184.87 for Cafeteria/Food Services; **3.)** Grant Confirmation totaling \$869,617.75 for multitude of services, supplies and programs.

A motion was made by Councilman Gennaro to approve the Grant Reduction of \$(198.62) Fresh Fruit and Vegetable; Councilwoman Salafia seconded; unanimously approved.

Cassie Steinhilber explains to the Commission that the entire amount of the Grant was not spent. (\$198.62) reduction of the Fresh Fruit and Vegetable Grant.

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$782,184.87 for Cafeteria/Food Services, Councilwoman Salafia seconded; unanimously approved.

Cassie Steinhilber explains to the Commission that the Grant is for Revenue for the preceding month.

Description of Services to be provided by this Grant:

2799-Food Services \$782,184.87. Total Cafeteria/Food Services BOE through 01/16/2023; \$921,768.35. Additions: \$782,184.87. Total Cafeteria/Food Services BOE through 02/12/2023; \$1,703,953.22.

A motion was made by Councilwoman Salafia to approve the Grant Confirmation totaling \$869,617.75 for multitude of services, supplies and programs, Councilman Gennaro seconded; unanimously approved.

Description of Services to be provided by this Grant:

2373- Agricultural science and technology education operating cost grant: \$374,698.80; 2438-Special Education activities grant: \$-20.00; 2439- Paraprofessional development activities grant: \$-299.09; 2798- Macdonough field trip donation: \$2,000.00; 8001- insurance receipts: \$378,364.21; 8003-workers compensation claims: \$20,542.33; 8004- Preschool Program fees: \$11,786.00; 8005- summer school receipts: \$-75.00; 8009- maintenance/rentals: \$5,762.50; 8012-sale of electricity: \$2,076.27;8023- central office receipts: \$1,909.12; 8027- central office reimbursement: \$1,009.22; 8028-MTC receipts: \$578.00; 8034-Adult Education-Enrichment: \$4,000.00; 8035-Adult Education-GED receipts: \$13.00; 8036-Even Start family learning program: \$1,371.00; 8039 Adult Education Pearson receipts: \$85.00; 8046-Adult education-workforce alliance receipts: \$1,125.00; 8047-ELAreceipts: \$107.23; 8095- special Education revenue \$64,584.16. Total Special Programs through 1/16/2023: \$18,975,344.09. Additions: \$869,617.75. Total Special Program through 2/12/023: \$19,844,961.84.

- **ECD** – Resolution approving the proposed 5 year lease with Fair Weather Growers, LLC to farm 19 acres of land located at East Street & Plumb Road and authorizing the Mayor to execute the Lease.

A motion was made by Councilman Gennaro to approve the Resolution approving the proposed 5 year lease with Fair Weather Growers, LLC to farm 19 acres of land located at East Street & Plumb Road and authorizing the Mayor to execute the Lease Councilwoman Salafia seconded; unanimously approved.

In October 2022, the City released a Request for Proposal (RFP) RFP #2022-002 for the lease of the 19 acres of farmlands. The lease was advertised for a term of five years with the option of negotiating additional years with the awarded lease. The RFP was published in the Hartford Courant, posted at the City Hall, and shared directly with farmers with whom we have contract information. The RFP was open for 30 days.

The top candidate was Fair Weather Growers, LLC with base operation in Rocky Hill, CT. They are a commercial grower of vegetables and fruit.

Financial Impact: The five year lease will yield a total of \$16,720 of Revenue for the City. (Years 1-3 revenue \$3040.00 per year and Years 3&4 \$3800.00 per year.)

- **PD** –1.) Federal Grant Confirmation totaling \$6,000.00 for 100% overtime reimbursement for the Police Department’s assistance in local investigations; 2.) Federal Grant Confirmation totaling \$ 15,000 for 100% overtime reimbursement for the Police Department’s assistance in local investigations.

A motion was made by Councilman Gennaro to approve the Federal Grant Confirmation totaling \$6,000.00 for 100% overtime reimbursement for the Police Department’s assistance in local investigations; Councilwoman Salafia seconded; unanimously approved.

A motion was made by Councilman Gennaro to approve the Federal Grant Confirmation totaling \$ 15,000 for 100% overtime reimbursement for the Police Department's assistance in local investigations. Councilwoman Salafia Seconded; unanimously approved.

- **Health Department**– State Grant Confirmation (NACCHO) totaling \$10,000 to continue the efforts of the Middletown MRC by purchasing additional supplies, educational materials and advertisements.

A motion was made by Councilman Gennaro to approve the State Grant Confirmation (NACCHO) totaling \$10,000 to continue the efforts of the Middletown MRC by purchasing additional supplies, educational materials and advertisements. Councilwoman Salafia seconded; unanimously approved.

This Grant is to continue the efforts of the Middletown MRC (Medical Reserve Corp) by purchasing additional supplies and educational materials \$5,275.00 3220-31000-52115-x-03387-2023 and advertisements \$4,725.00 3220-31000-53115-x-03387 to support those efforts.

- **Water/Sewer**- Resolution authorizing \$450,000 be transferred from the Sewer Rehabilitation line item to the Saybrook Road Water Main Replacement line item.

A motion was made by Councilman Gennaro to approve the Resolution authorizing \$450,000 be transferred from the Sewer Rehabilitation line item to the Saybrook Road Water Main Replacement line item. Councilwoman Salafia seconded; unanimously approved.

On June 7, 2021 the Common Council of the City of Middletown accepted the American Rescue Plan Grant Funding. The Common Council approved the ARPA Funding for the Water Main Replacement on Saybrook Road in the amount of \$500,000 on June 7, 2021 and they approved ARPA Funding for Sanitary Sewer Rehabilitation at various locations in the amount of \$ 750,000 on June 7, 2021. The engineers estimated for the Saybrook Road Water Main exceeds the original amount allocated and the Sanitary Sewer funds that remain will be adequate to complete the work in question.

4. Report

- Transfer of Funds/BOE Transfers
- General Fund Appropriations
- City's Investments
- Tax Collector Report
- Professional Services Report
- Monthly Expenditure Summary Report

A motion was made by Council to adjourn the meeting. Council seconded; unanimously approved.

The next regular meeting is Wednesday March 29, 2023 at 6:00 p.m.

DRAFT