

City of Middletown
Finance & Government Operations Commission Agenda
Regular Meeting
Wednesday, March 29, 2023 @ 6 pm via WebEx event# 2333 407 8903
Or dial in: 408-418-9388

Present: Councilman Edward McKeon, Councilwoman Linda Salafia, Councilman Gene Nocera, Councilman Anthony Gennaro, Finance Director Carl Erlacher, Director Health Kevin Elak, General Counsel Brig Smith, Captain John Lozefski Eddie Miranda, and Katie

Absent: Councilwoman Meghan Carta

1. Councilman McKeon called the Finance & Government meeting to order and requested a motion to approve the March 2, 2023 minutes. Councilman Nocera motioned to approve, Councilman Gennaro second; unanimously approved.
2. Public Comments on the Agenda – none
3. Items submitted for discussion:
 - **OGC-1.)** Resolution authorizing the Mayor to prepare and execute any documents necessary to retain Baker Tilly as a consultant to undertake a compensation and classification study for Local 466, UPSEU, and non-bargaining positions; fiscal impact \$150,000;2.) Request for an Additional Appropriation for \$150,000 for Baker and Tilly Compensation and Classification Study; 3.) Request for Additional Appropriation for \$20,000 to cover the unanticipated exhaustion of our Police Sergeants and Police Lieutenants eligibility lists.

A motion was made by Councilman Gennaro to approve the Resolution authorizing the Mayor to prepare and execute any documents necessary to retain Baker Tilly as a consultant to undertake a compensation and classification study for Local 466, UPSEU, and non-bargaining positions; fiscal impact \$150,000; Councilwoman Salafia seconded; unanimously approved.

The City of Middletown sought, through RFQ #2022-023, proposals for firms to undertake a compensation and classification study for the city's workforce. The present compensation and classification system is based on a plan known as the "Maximus Archer Job Classification System". The current system has not been updated in decades. The purpose of a classification and compensation study is to address changes in the City operations and staffing over past decades, which may have affected the type, scope, and level of work being performed. Three firms responded to RFQ #2023-023: Baker Tilly, One Digital, and DIJ Management Consultants. A panel consisting of the Mayor, the Majority Leader, the Minority Leader, the General Counsel, the Deputy General Counsel, and the Director of Human Resources interviewed all three firms and evaluated each of their proposals. The panel unanimously concluded that Baker Tilly provided the best proposal, taking into account the firm's ability to undertake and complete the project, its demonstrated history of success with similar projects, and the value received for the fee

proposed. The City would engage the firm with all work being done with regular involvement of the Mayor, Chief of Staff, Office of the General Counsel, including its Human Resources Division, department heads, and other employees. The firm will collaborate with all stakeholders, including union leadership and members. The firm will present its final results and recommendations to the Mayor and Common Council for consideration and potential implementation.

A motion was made by Councilman Gennaro to Request for an Additional Appropriation for \$150,000 for Baker and Tilly Compensation and Classification Study; Councilwoman Salafia seconded; unanimously approved.

A motion was made by Councilman Gennaro to approve the Request for Additional Appropriation for \$20,000 to cover the unanticipated exhaustion of our Police Sergeants and Police Lieutenants eligibility lists, Councilwoman Salafia seconded; unanimously approved.

The request is for funds to cover the unanticipated exhaustion of our Police Sergeants and Police Lieutenants eligibility lists. This was due to the high volume of recent retirements.

- **ECD** – State Grant Confirmation totaling \$4,500,000 to adaptively reuse the vacant and underutilized buildings along Main St. and create new residential units and commercial space; 2.) State Grant Confirmation totaling \$2,000,000 to undertake the redevelopment of 545 Main St. into mixed development including affordable residential units and office space for startups.

A motion was made by Councilman Gennaro to approve the State Grant Confirmation totaling \$4,500,000 to adaptively reuse the vacant and underutilized buildings along Main St. and create new residential units and commercial space; Councilman Nocera seconded; unanimously approved.

The City Of Middletown to adaptively reuse the vacant and underutilized buildings along Main St to create new residential units and commercial space. The commercial spaces will be used to retail restaurants, a rooftop bar and office and community space. The project also includes the HVAC system upgrades to help the YMCA with their rehabilitation of 62 single room occupancy housing units for low income men.

A motion was made by Councilman Gennaro to approve the State Grant Confirmation totaling \$2,000,000 to undertake the redevelopment of 545 Main St. into mixed development including affordable residential units and office space for startups. Councilwoman Salafia seconded; unanimously approved.

545 Main Street is owned by 545 Main Realty LLC. The City of Middletown has partnered with 545 Main St Realty LLC in a public-private partnership to redevelop 545 Main by offering a tax stabilization agreement. The City of Middletown has authored and received a grant from the State Department from Economic and Community

Development for this future redevelopment project. The owners of 545 Main St worked with the State of CT to receive an Urban Act Grant in the amount of \$2,000,000.00 at the March 31, 2022 meeting of the State of CT Bond Commission. Pursuant to C.G.S. Sec. 4-66 ©, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for Economic development projects. It is desirable and in the public interest that the City of Middletown make an application to the State for \$2,000,000.00 in order to undertake the redevelopment of 545 Main Street into a mixed use development including affordable residential units and office space for startups.

- **Health** –1.) State Grant Confirmation totaling \$2,500 NACCHO Scholarship for Infectious Diseases; 2.) Additional Appropriation totaling \$15,000 needed for the Shelter Grant.

A motion was made by Councilman Gennaro to approve the State Grant Confirmation totaling \$2,500 NACCHO Scholarship for Infectious Diseases; Councilman Nocera seconded; unanimously approved.

Scholarship reimbursement for expenses incurred between now and June 30, 2023 including registration for exam, reference books and other study materials, practice exam costs, membership fees for the Association for Professionals in Infection Control and Epidemiology.

A motion was made by Councilman Gennaro to approve the Additional Appropriation totaling \$15,000 needed for the Shelter Grant; Councilman Nocera seconded; unanimously approved.

Additional funds needed for shelter grant. Health Department anticipates additional relocation costs through the end of the fiscal year that will exceed the amount left on the line.

- **YSB**– 1.) State Grant Confirmation totaling \$154.00 additional funds being distributed by DCF from YSB's that chose not to participate; 2.) State Grant Confirmation totaling \$102.00 additional funds being redistributed by DCF from YSB's that chose not to participate.

A motion was made by Councilman Gennaro to approve the State Grant Confirmation totaling \$154.00 additional funds being distributed by DCF from YSB's that chose not to participate Councilwoman Salafia seconded; unanimously approved.

Additional funds being redistributed by DCF from YSB's that chose not to participate. These funds will be used to enhance and expand MYSB's Diversion Services in Middletown. The new amount totals which include this additional funding are as follows: Enhancement Grant Award \$12,991 (+101) and Supplement Grant Award \$7299 (+53).

These have been combined on the City side as they are both to be used on direct services/outside services and programming.

A motion was made by Councilman Gennaro to approve the State Grant Confirmation totaling \$102.00 additional funds being redistributed by DCF from YSB's that chose not to participate. Councilwoman Salafia seconded; unanimously approved.

Additional funds being redistributed by DCF from YSB's that chose not to participate. The new Grant total including these additional funds is \$27,950 (+102). State funding distributed by DCF to YSB's to assist with general programming. It will support YSB Diversion and Youth Development efforts and programming and associated supplies.

- **BOE-** 1.) Grant Confirmation totaling \$2,039,558.80 to cover a multitude of services, supplies and programs; 2.) Grant Confirmation totaling \$218,858.48 Cafeteria/Food Services.

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$2,039,558.80 to cover a multitude of services, supplies and programs Councilwoman Salafia seconded; unanimously approved.

2064- TITLE IV STUDENT SUPPORT & ACADEMIC ENRICHMENT; \$57,660.00; 2065-TITLE IV STUDENT SUPPORT & ACADEMIC ENRICHMENT NON PUBLIC: \$16,219.00; 2081 ARP ESSER INNOVATION AFTER SCHOOL: \$243,000.00; 2633 MATTABASSETT FFA: \$7,750.00; 2401 EXCESS COST: SPED \$1,168,573.00; 2721 SPECIAL EDUCATION : MEDICIAD: \$23,329.12; 8001 INSURANCE RECEIPTS: \$407,565.28 8003 WORKERS COMPESATION CLAIMS: \$26,215.64; 8004 PRESCOOL PROGRAM FEES \$11,957.00 8009 MAINTENANCE/RENTALS \$7,997.50; 8027CENTRAL OFFICE REIMBURSTMENT: \$18,004.82; 8028 MTC RECEIPTS: \$1,885.50; 8034 ADULT ED ENRICHMENT: \$35,199.00; 8035 ADULT ED GED RECEIPTS: \$52.00; 8039 ADULT ED PEARSON RECEIPTS: \$67.50; 8044 EDUCATION CONFERENCE: \$3,750.00; 8046 ADULT ED WORKFORCE ALLIANCE RECEIPTS: \$1,125.00; 8095 SPEC EDUC REVENUE: \$2,711.16; 9149 STUDENT ACTIVITIES EVENT STAFF : \$4,000.00; 9151 STUDENT ACTIVIITES BMS: \$2,497.28. Total special programs through 02/12/2023: \$ 19,844.961.84. Additions: \$2,039,558.80. Total Special Programs through 03/15/2023: \$21,884,520.64.

A motion was made by Council to approve the Grant Confirmation totaling \$218,858.48 Cafeteria/Food Services.

2799- Food Services: \$218,858.48. Total Cafeteria/Food Services through 02/12/2023: \$1,703,953.22. Additions: \$218,858.48. Total Cafeteria/Food Services through 03/15/2023: \$1,922,811.70.

- **Police-** Resolution authorizing the Mayor to sign and submit an application to the State of Connecticut requesting additional \$177, 00 from the Local Capital Improvement Program funds for the full renovation of the Middletown Police Department Men's and woman's Locker Rooms.

A motion was made by Councilman Gennaro to approve the Resolution authorizing the Mayor to sign and submit an application to the State of Connecticut requesting additional \$177, 00 from the Local Capital Improvement Program funds for the full renovation of the Middletown Police Department Men's and woman's Locker Rooms; Councilman Nocera seconded; unanimously approved.

On June 7, 2023, the Common Council approved Resolution 69-21, authorizing \$95,000 of LOCIP funding to renovate the Middletown Police Department Men's and Women's locker rooms. After review and confirmation the City of Middletown Police Department will need to expand the scope to include full renovation at a cost of \$272,000 rather than partial to best accommodate each individuals personal storage needs. These needs meet the guidelines for projects eligible for Local Capital Projects Improvement Program funds, costing an additional \$177,000.

- **Mayor's Office-** State Grant Confirmation totaling \$231,040 School Readiness Program.

A motion was made by Councilman Gennaro to approve the State Grant Confirmation totaling \$231,040 School Readiness Program; Councilman Nocera seconded; unanimously approved.

Additional Funds received through this grant will be utilized to enhance the quality of school readiness program buy the OEC. The OEC is providing supplement Administrative Funds to support Liaison efforts to monitor programs and enhance program quality. Funding is expected for the next two to three years.

- **Committee-** Review of debt schedule.

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 Councilman Nocera to adjourn the meeting; Councilwoman Salafia seconded; unanimously approved.

The next regular meeting is Wednesday April 26, 2023 at 6:00 p.m.