

City of Middletown
Finance & Government Operations Commission Agenda
Regular Meeting
Wednesday, August 31, 2022 @ 6 pm via WebEx event# 2338 150 6109

Or dial in: 408-418-9388

Present: Councilman Edward McKeon, Councilman Gene Nocera, Councilman Anthony Gennaro, Councilwoman Linda Salafia, Councilwoman Meghan Carta, Director Christopher Holden, Director Joseph Fazzino, Director Carl Erlacher, Captain John Lozefski, Youth Services Coordinator Justin Carbonella, Vincent Loffredo

Absent:

1. Councilman McKeon called the Finance & Government meeting to order and requested a motion to amend the agenda to include a discussion of waiver for snowmobile for St. Francis Church Cultural Diversity Fair. Councilman Nocera motioned to approve and Councilman Gennaro seconded; unanimously approved. Councilman McKeon requested a motion to amend the agenda to include discussion of the Water/Sewer Referendum of \$19,900,000.00. Councilman Nocera motioned to approve and Councilwoman Salafia seconded; unanimously approved. Councilman McKeon requested a motion to approve the July 27, 2022 minutes. Councilman Nocera motioned to approve, Councilwoman Salafia second; unanimously approved.
2. Public Comments on the Agenda – none
3. Items submitted for discussion:

- **Tax Assessor** – Request for Additional Appropriation from the General Fund for \$11,171.37 to cover additional cost for contractual services under new law(PA 22-74)

Councilman Nocera made a motion to approve the Request for Additional Appropriation from the General Fund for \$11,171.37 to cover additional cost for contractual service under new law (PA 22-74; Councilwoman Salafia seconded; unanimously approved.

Tax Assessor Damon Braasch states that under the new law (PA 22-74) the assessor's office must notify every property owner of any change in the NET assessment including any exemptions amounts. Many exemptions such as veterans, solar, blind, disable, and new applications may not be final when the reveal company sends their assessment notices.

Because reval cannot notice exemptions it has been advised that this office must send final assessment notices to every real and personal property account once the grand list is completed.

The estimated additional cost, including envelopes and postage, is \$ 11,171.00. Notices must be sent within ten days of the GL signed.

- **YSB** – 1.) State Grant Confirmation totaling \$31,500 to support the Middletown Youth Diversion Team staffing, programming and service provisions; 2.) State Grant Confirmation totaling \$ 21,136 to enhance and supplement YSB’s programming and services; 3.) State Grant Confirmation totaling \$27,848 distributed by DCF to YSB to assist with general programming; 4.) State Grant Confirmation totaling \$21,667 to support State Judicial Branch to coordinate the Juvenile Justice Collaborative for Middletown District Court.

Councilwoman Salafia made a motion to approve the State Grant Confirmation totaling \$31,500 to support the Middletown Youth Diversion Team staffing, programming and service provisions; Councilwoman Carta seconded; unanimously approved.

JRB Support Grant to support the Middletown Youth Division Team (formerly JRB- Juvenile Review Board), staffing, programming and service provisions. (Year 4 of the Grant)

Councilwoman Salafia made a motion to approve the State Grant Confirmation totaling \$21,136 to enhance and supplement YSB’s programming and services Councilwoman Carta seconded; unanimously approved.

State funding to enhance and supplement YSB’s programming and services. It will be partially aimed at enhancing and expanding MYSB’s Diversion Services in Middletown. FY 2023 has included a supplemental portion to this grant. The breakdown is as follows: Enhancement Grant Award \$7,246.00. Both must be used on direct services/outside services/programming that is why they were combined together on the City side.

Councilwoman Salafia made a motion to approve the State Grant Confirmation totaling \$27,848 distributed by DCF to YSB to assist with general programming; Councilwoman Carta seconded; unanimously approved.

State Funding distributed by DCF to YSB’s to assist with General programming. It will support local YSB Diversion and Youth Development efforts and programming and associated supplies.

Councilwoman Salafia made a motion to approve the State Grant Confirmation totaling \$21,667 to support State Judicial Branch to coordinate the Juvenile Justice Collaborative for Middletown District.

Support from the State Judicial Branch to coordinate the Juvenile Justice Collaborative for the Middletown District.

- **BOE-** 1.) Grant Confirmation totaling \$367,622.12 Food Service through 8/16/22; 2.) Grant confirmation totaling \$ 326,753.42 for Special Programs through 8/16/2022.

A motion was made by Councilman Nocera to approve the Grant Confirmation totaling \$367,622.12 Food Service through 8/16/. Councilwoman Salafia seconded; unanimously approve.

2799- Food Services \$ 367,622.12. Total Cafeteria/Food Services BOE through 0816/2022: \$367,622.12.

A motion was made by Councilman Nocera to approve the Grant confirmation totaling \$ 326,753.42 for Special Programs through 8/16/. Councilwoman Carta seconded; unanimously approved.

2079-ARP Esser Homeless Children & Youth \$37,267.00
2371-Even Start Family Literacy \$98,485.00
2438-Special Education Activities \$10,000.00
2439-Paraprofessional Development Activities \$5,000.00
2721- Special Education Medicaid \$80,613.90
8001-Retirees/Cobra Insurance \$34,551.55
8003-Workers Compensation Claims \$8,467.06
8004-Preschool Program fees \$4,116.00
8005-Summer School Receipt \$5,240.00
8012-Sale of Electricity \$1,547.32
8018-Insurance Claims Receipts \$29,896.82
8023-Central Office Receipts \$6,398.45
8028-MTC Receipts \$1,187.50
8032-United Way Club Support at MHS receipts \$741.72
8034-Adult Educ-enrichment\$2,552.00
8038-IB Receipts \$576.60
8039-Aded Pearson Receipts \$112.50
Total Specials Programs through 08/16/2022 \$326,753.42

- **Police** – 1.) Request Additional Appropriation of \$ 1,085 to cover the negative balance For Animal Control PT Salaries and Police Professional Development for fiscal year 2022; 2.) Resolution authorizing that a bid waiver be approved to allow Douglas Mechanical Services to continue the maintenance agreement with the Boiler/HVAC system located at the Middletown Police Department.

A motion was made by Councilman Gennaro to approve the Request Additional Appropriation of \$ 1,085 to cover the negative balance For Animal Control PT Salaries and Police Professional Development for fiscal year. Councilwoman Salafia seconded; unanimously approved.

Captain John Lozefski states that this Appropriation is to cover the negative balance for Animal Control PT Salaries and Police Professional Development for Fiscal Year 2022.

A motion was made by Councilman Nocera to approve the Resolution authorizing that a bid be approved to allow Douglas Mechanical Services to continue the maintenance agreement with the Boiler/HVAC system located at the Middletown Police Department. Councilwoman Carta seconded; unanimously approved.

Captain John Lozefski has recommend standardizing with one vendor who is familiar with both the Boiler and HVAC Systems to ensure proficient operability while reaming both financially proactive and responsible. The Standardization Committee met on July 18, 2022, and after a discussion on maintenance, purchase, repairs, replacing existing equipment concerns for both the boiler and HVAC, voted in favor of standardizing with Douglas Mechanical Services.

- **Show Mobile Waiver Discussion-** A motion was made by Councilman Nocera to approve the Resolution to waive the fee for the use of the Show Mobile at St. Francis Cultural and Diversity Fair. Councilman Gennaro seconded; unanimously approved.

Director Holden explains to the Commission that they would like to waive the fee for the use of the Show Mobile at the St. Francis Cultural Diversity Fair. It is an annual celebration of Building Unity and Diversity.

- **Water/Sewer Referendum Discussion-** A motion was made by Councilman Nocera to move this item forward. Councilwoman Salafia seconded; unanimously approved.

Proposed 2022 Water and Sewer Improvement Bond Referendum

Water and Sewer Department Projects	Sewer Department Portion	Water Department Portion	Public Works Portion	Total Amount
Inflow/Infiltration Basin #25 & 26 Construction	\$2,400,000			\$2,400,000
Inflow/Infiltration Basin #27 Construction	\$3,800,000			\$3,800,000
Inflow/Infiltration Basin #12, 15, & 19 Preliminary Design	\$1,000,000			\$1,000,000
Water Capital Improvements Phase 1A & 1B		\$3,600,000		\$3,600,000
Sewer Improvements Associated with DPW Projects	\$2,400,000			\$2,400,000
CSO #19B Warren and Cross Street	\$500,000	\$1,250,000		\$1,750,000
Rehabilitation of Johnson St and North Main Street Pump Station	\$2,500,000			\$2,500,000
DPW Surface Improvements			\$2,200,000	\$2,200,222
Finance Bond Funding & Legal Fees	\$125,000	\$125,000		\$250,000
Totals	\$12,725,000	\$4,975,000	\$2,200,222	\$19,900,000
Total Bond Referendum Amount				\$19,900,000

4. Report

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

5. Other – None

The next regular meeting is **Wednesday September 28, 2022** at 6:00 p.m.