

City of Middletown
Finance & Government Operations Commission Agenda
Regular Meeting
Wednesday, December 28, 2022, 2022 @ 6 pm via WebEx event# 2339 113 1276
Or dial in: 408-418-9388

Present: Councilman Edward McKeon, Councilman Gene Nocera, Councilwoman Linda Salafia, Finance Director Carl Erlacher, Deputy General Counsel Kori Termine Wisneski, Public Works Director Christopher Holden, Acting Director of Economic and Community Development Bobbye Peterson, Director of Water/Sewer Joseph Fazzino, Purchasing Agent for BOE Christopher Puorro

Absent: Councilwoman Meghan Carta, Councilman Anthony Gennaro

1. Councilman McKeon called the Finance & Government meeting to order and requested a motion to approve the November 30, 2022 minutes. Councilwoman Salafia motioned to approve, Councilman Nocera second; unanimously approved.
2. Public Comments on the Agenda – none
3. Items submitted for discussion:
 - **OGC – 1.)** Building Department MOU-UPSEU Local 6457- Starting the week of August 8, 2022, the City, through its Chief of Staff issued a directive that the Chief Building Official and Assistant Building Officials create an on-call schedule and report to after-hours emergencies within 20 minutes of receiving after hours emergency calls. **2.)** Proposed updated Chief Building Official description. **3.)** Building Department MOU-Local 466 AFSCME Council # 4- Starting the week of August 8, 2022, the City, through its then Chief of Staff, issued a directive that the Chief Building Official and Assistant Building Officials create an on call schedule and report to after- hours emergencies within 20 minutes of receiving after-hours emergency calls. **4.)** Proposed updated Assistant Building Official position description. **5.)** Resolution that the job description of Assistant Chief Building Official, Grade 10, AFSCME Local 466, be revised to the corresponding updated job description. Fiscal impact \$9,600 plus any needed overtime and applicable benefits for the remainder of the fiscal year, including retro on-call pay from August 8 to the end of 2022. **6.)** Resolution that the job description of Chief Building Official, Grade 15 UPSEU, Local 6457 be revised to the corresponding job description. Fiscal year impact \$3,900 plus any needed overtime and applicable benefits for the remainder of this fiscal year, including retro on-call stipend from August 8, 2022 to the end of December 2022.

A motion was made by Councilwoman Salafia to approve the Building Department MOU-UPSEU Local 6457- Starting the week of August 8, 2022, the City, through its Chief of Staff issued a directive that the Chief Building Official and Assistant Building Officials create an on-call schedule and report to after-hours emergencies within 20 minutes of receiving after hours emergency calls; seconded by Councilman Nocera; unanimously approved.

A motion was made by Councilwoman Salafia to approve the proposed updated Chief Building Official description, Councilman Nocera seconded; unanimously approved.

A motion was made by Councilman Nocera to approve the Building Department MOU-Local 466 AFSCME Council # 4- Starting the week of August 8, 2022, the City, through its then Chief of Staff, issued a directive that the Chief Building Official and Assistant Building Officials create an on call schedule and report to after- hours emergencies within 20 minutes of receiving after-hours emergency calls, Councilwoman Salafia seconded; unanimously approved.

A motion was made by Councilman Nocera to approve the proposed updated Assistant Building Official position description, Councilwoman Salafia seconded; unanimously approved.

A motion was made by Councilwoman Salafia to approve the Resolution that the job description of Assistant Chief Building Official, Grade 10, AFSCME Local 466, be revised to the corresponding updated job description. Fiscal impact \$9,600 plus any needed overtime and applicable benefits for the remainder of the fiscal year, including retro on-call pay from August 8 to the end of 2022, Councilman Nocera seconded; unanimously approved.

- A motion was made by Councilwoman Salafia to approve the Resolution that the job description of Chief Building Official, Grade 15 UPSEU, Local 6457 be revised to the corresponding job description. Fiscal year impact \$3,900 plus any needed overtime and applicable benefits for the remainder of this fiscal year, including retro on-call stipend from August 8, 2022 to the end of December 2022, Councilman Nocera seconded; unanimously approved.
- **Public Works – 1.)** State Grant Confirmation totaling \$317,942.00 LoCIP FY 2023; **2.)** State Grant Confirmation totaling \$15,034.00 Public Works/Clean Energy Task Force, helping residents address health and safety barriers in their homes.

Councilwoman Salafia made a motion to approve the State Grant Confirmation totaling \$317,942.00 LoCIP FY 2023, second made by Councilman Nocera, unanimously approved.

The City has been granted funds to be used for Middletown Local Capital Improvement Projects (LOCIP) as specified in the State LOCIP grant guidelines. The City must apply and receive approval for projects in advance. Once approval is granted, State Funds must be expended first and OPM will provide reimbursement upon proper submittal of invoices and payments for each project.

Councilwoman Salafia made a motion to approve the State Grant Confirmation totaling \$15,034.00 Public Works/Clean Energy Task Force, helping residents address health and safety barriers in their homes. Councilman Nocera seconded; unanimously approved.

The City of Middletown, through its Clean Energy Task Force (CEFT) and its CHEER Middletown Program, has partnered with Sustainable CT's Matching Grant Program and People's Action for Clean Energy (PACE) to provide important energy related programming in the City of Middletown. CHEER is CETF's program helping local residents address health and safety barriers in their homes in order to facilitate energy efficiency improvements and improve access to lower cost renewable energy.

- **Mayor's Office** – State Grant Confirmation totaling \$32,262.00 to be utilized to enhance the quality of the school readiness program by the OEC.

A motion was made by Councilman Nocera to approve the State Grant Confirmation totaling \$32,262.00 to be utilized to enhance the quality of the School Readiness Program by the OEC. Councilwoman Salafia seconded; unanimously approved.

Additional Funds received through this grant will be utilized to enhance the quality of school readiness program by 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.

- **Police** –Resolution authorizing the Mayor to sign Resource Lighting & Energy Inc., Project Proposal for Energy Efficiency Services at Middletown Police Department.

Per Councilman McKeon this item is to be removed from the agenda. A motion was made by Councilman Nocera to table the item. Councilwoman Salafia seconded; unanimously approved.

- **BOE – 1.)** Grant Confirmation totaling \$1,312,793.18 for a multitude of items and services. **2.)** Grant Confirmation totaling \$81,675.73 Cafeteria/Food Service.

Councilwoman Salafia made a motion to approve the Grant Confirmation totaling \$1,312,793.18 for a multitude of items and services; Councilman Nocera seconded; unanimously approved.

2002-Title I- Improve Basic Public \$950,600.09; 2003- Title I- Improve Basic non-public \$7,063.91; 2116- Title II Part A- Public \$110,300.07; 2127- Title II Part A Non Public \$31,025.93; 2610 Rise MHS Innovation Grant \$177,000.00; 2621- Parent Trust Fund \$27,896.00; 2791- FFA Living To Serve \$3,000.00; 8001-Retirees/Cobra Insurance \$284,989.64; 8003- Workers Compensation Claims \$16,004.80; 8004 Preschool Program Fees \$6,405.00; 8009- Maintenance/Rentals \$1,465.00; 8012- Sale of Electricity \$42,775.00; 8027 Central Office Reimbursement \$6,246.74; 8035- ADED-GED Receipts \$91.00; 8039-ADED Pearson Receipts \$130.00; 8046-ADED Workforce Alliance Receipts \$1,800.00. Total Special Programs through 11/15/2022; \$16,570,529.18. Additions \$1,312,793.18. Total Special Programs through 12/08/2022 \$17,883,322.36

Councilwoman Salafia made a motion to approve the Grant Confirmation totaling \$81,675.73 Cafeteria/Food Service. Councilman Nocera seconded; unanimously approved.

2799- Food Services \$81,675.73. Total Cafeteria/Food Services BOE through 11/15/2022: \$829,361.31. Additions: \$81,675.73. Total Cafeteria/Food Services BOE through 12/08/2022: \$911,037.04.

- **Water/Sewer-** Ordinance appropriating \$750,000 for the planning, design, demolition, acquisition and construction of the replacement Red Road Sanitary Sewer Pump Station and authorizing the issues of \$750,000 Bonds of the City to meet said Appropriation and pending the issuance thereof the making temporary borrowing for such purpose.
- **Committee: Executive Session-** Request for an independent audit of Middletown's Finances.

Attendance at the Executive Session: Councilman Edward McKeon, Councilwoman Linda Salafia, Councilman Gene Nocera, and Finance Director Carl Erlacher

Councilman Nocera motioned to go into Executive Session and invite Carl Erlacher Director of Finance; Councilwoman Salafia seconded; unanimously approved.

A motion was made by Councilwoman Salafia to exit Executive Session; Councilman Nocera seconded; unanimously approved

A motion was made by Councilwoman Salafia to reopen regular F&G meeting. Councilman Nocera seconded; unanimously approved.

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

The next regular meeting is **Wednesday February 1, 2023** at 6:00 p.m.