

MIDDLEFIELD BOARD OF SELECTMEN
405 Main Street
Middlefield, Connecticut 06455

Minutes of the July 16, 2019 Regular Meeting

Call to Order

Ed Bailey called the meeting to order at 6:37 pm. Ed Bailey, Dave Burgess, and Bob Yamartino were present.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of Agenda

Bob Yamartino made a motion, seconded by Dave Burgess, to approve the agenda. Motion carried.

Public Comment

None.

Approval of Minutes of the Board of Selectmen Meetings

Minutes of the June 18th, 2019 Regular Meeting: Under section titled Regional School District 13 Update Amend the name "Misty Booth" to "Melissa Booth".

Bob Yamartino made a motion, seconded by Dave Burgess, to approve the minutes of the Board of Selectmen meeting dated June 18th, 2019, as amended. Motion carried.

Regional School District 13 Update

Bob Yamartino reported that the tennis courts at Memorial School are in extreme disrepair. Our town had offered in the past to cover 50% of the cost for repairs/replacement to support the school district. Bob is looking to the Board of Finance of Middlefield as well as District 13 to get this funding sooner rather than later to replace 2 courts if not all 4 including being lined for

pickleball. There was some discussion that some residents might not like the town helping to cover the costs of the work however, it was noted that the courts can be accessed by the public for their enjoyment.

Set date of Special Town Meeting and approve questions for the following:

- 1) To discuss and vote on the question of a Revised Town Ordinance to amend the “Code of Ordinances of Middlefield, Connecticut”; Tax Ordinance, Section 390-14. Ordinance Revision – Property Tax Relief for Retired Firefighters
- 2) To discuss and cote on the question of whether the Town of Middlefield shall join the Middletown Area Transit District, in accordance with provisions of Chapter 103a of the Connecticut General Statutes
- 3) To elect one (1) elector of the Town of Middlefield as a member, to fill the vacant term at the Regional School District 13 Finance Committee. Term from July 1st, 2018, to June 30th, 2020.
- 4) To transfer funds for an L.E.D. Streetlight Light Replacement Project, not to exceed the amount of \$243,205, from the Town’s Undesignated Fund to the Capital and Non-Recurring Fund (account 9284 – LED Street Lights). This funding is offset by a \$41,241 rebate from the Connecticut Energy Efficiency Fund Incentive Program.
- 5) For Fiscal Year 2019: To transfer \$24,152 from line item number 01-30-7020 “Regional Health District” and \$4,548 from line item number 01-72-9000 “Operational Contingency” for a total of \$28,700 to line item number 01-30-7003 “Sanitarian”. The transfer is necessary to cover the transitional costs related to joining the Plainville-Southington Regional Health District.

Ed Bailey made motion, seconded by Dave Burgess to adopt the attached Special Town Meeting Notice to be held August 5th, 2019 and the questions to be acted upon listed above and as read into record. Motion carried

Appointments

- a. Conservation Commission
Steven Wolk (D) – Term 01/01/2017 to 12/31/2020 – to fill vacancy

Motion made by Bob Yamartino, seconded by Ed Bailey, to appoint Steven Wolk to the conservation commission to fill the vacancy. Motion carried.

GIS Online Database Update

Ed Bailey reported that this process is moving forward. As an example, Ed discussed how the electric company hired a contractor to evaluate trees that impact power lines. The contractor emailed Ed regarding some trees in town. The normal process in this situation would be for Bruce Villwock, tree warden, and John Wyskiel, Highway foreman, to review maps and research property lines to determine whose responsibility the tree is. Ed pointed out that this sometimes lengthy and tedious research would essentially be eliminated with the GIS System. Anyone would be able to pull up the system and obtain coordinates very quickly. It was noted what a great asset this system will be to all departments across the town.

First Selectman's Report

Ed pointed out that Peter Parker from the Public Works department retired and a luncheon was held in celebration. Peter gave 37 years and 6 months of dedicated service to the town. Mr. Bailey did create a proclamation which he will share at the next meeting. Pete has been vital to the WPCA and will continue to do work for them.

Mr. Bailey stated that for the last year he's been working to get the Emergency Communications Equipment installed on our cell phone tower. This has to go through an approval process with SBA, the owner of the tower. Review is under way and once approved the equipment will be installed on the tower and the town will then have the right to use the "shelter" that is a 250 square foot "walk in" style prefabricated building which is climate controlled and can be used for equipment storage. SBA owned the building but no longer wanted to use it and so they granted the town permission to use it going forward.

The opening for the Town Planner position has been advertised. There are a few candidates who will have interviews in the near future. The interview process will be handled by two panels, one from each Durham and Middlefield. Once the interviews have been conducted the two panels will meet to make their decision. Ed is hopeful that in a week's time they will know who the candidate will be and can begin working out details. There is some excitement around filling this position because there are a lot of things the planner will be able to do for the town, such as assisting work flow in the Land Use department as well as several commissions throughout town. Also, the planner will be able to help obtain grants for projects and increase efficiency in several areas.

Ed continued to say that he received a refund check from the insurance company that covers workers comp as well as property and liability coverage. The refund of \$5,700 was issued as we haven't had any claims.

The underground culvert at Old Indian Trail has collapsed. This approximately 40-year-old culvert is about 9 feet underground. As a result, the road will need to be closed for an

emergency repair as of August 5th and a detour set in place from Route 17 in Durham to Little Ln. to Snell Rd. to the dirt road that leads to our Industrial Park Rd. A traffic control company will be hired to handle the traffic during this repair and detour. Signage and leaflets will be created to make businesses and the general public aware. Some discussion was had regarding using different lots in the area for parking of fleet vehicles of businesses.

Mr. Bailey then discussed preliminary figures for the Year End Budget. It was noted that some figures may change as some items have not posted as of yet. Currently there is a \$561K surplus. Revenues were at \$244K and expenditures were \$317K less than budgeted. Revenues include additional ACS funding not originally budgeted for. Expenditures were underspent on several line items such as police payroll (approx. \$85K less) which is attributed to the pay grade being lower than what was originally budgeted for. The contingency was barely touched which is about \$55K and various areas such as professional services and health insurance. Public works was another area of savings as we had a light winter which limited snow related expenses and over time. Also, an additional \$27K in savings came as a result of employee contributions.

As of 6/30/19 there was \$2.49M in the undesignated fund to which an additional \$560K will be added to total \$3.050M surplus. \$200K of this amount has been budgeted to be used. The town owns 3 parcels in town which will be sold and are anticipated to bring in about \$200K.

Ed finished up his report stating that he is working on an Energy Management system for the Community Center to include LED lighting and a more efficient heating system.

Adjournment

Bob Yamartino made a motion, seconded by Dave Burgess, to adjourn the regular meeting of the Board of Selectmen. Motion carried unanimously.

The meeting was adjourned at 7:43 PM.

Respectfully submitted,

Tonya Hogan

Tonya Hogan
Assistant Town Clerk

Minutes Approved _____

Confirmed by _____

