

Finance and Government Operations Commission Meeting Minutes  
Middletown, Connecticut  
July 27, 2016  
Municipal Building Room 208  
7:00 P.M.

Present: Councilman Thomas Serra, Councilman Sebastian Giuliano, Councilwoman Linda Salafia, Councilman Gerald Daley, Fire Chief Robert Kronenberger, Justin Carbonella, James Sipperly, Michiel Wackers, Damon Braasch

Absent: Councilwoman Mary Bartolotta

1. Thomas Serra called the meeting to order and requested a motion to approve the minutes from the June 29, 2016 Finance and Government meeting. Councilman Daley made the motion to approve and Councilwoman Salafia seconded, unanimously approved.
2. Public Comments on the Agenda – None
3. Conference and Training - None
4. The following Departments have submitted items to be discussed:

**Fire – Grant Confirmation totaling \$285,081 in Federal funds for FEMA Assistance to Firefighters Grant (AFG)**

Councilman Daley motioned to approve, Councilman Giuliano seconded, unanimously approved.

- **Approved to send to Council Floor -**

**Tax Assessor – Appropriation Request totaling \$95,000 for 2017 Revaluation**

Councilman Daley motioned to approve and Councilman Giuliano seconded, unanimously approved.

- **Approved to send to Council Floor -**

**PCD – Resolution requesting approval for Mayor Drew to execute a Conservation and Public Recreation Easement with the State of CT to dedicate Katchen Coley Mountain Laurel Reserve for preservation and reaction purposes, fulfilling the requirements for the sale of 182 Tuttle Road, by the City, to DATTCO; Grant Confirmation totaling \$825,000 in State funds for the abatement of hazardous materials at 27 Stack Street; Appropriation Request totaling \$78,000 for the demolition of two State owned houses on Wadsworth Street**

Councilman Daley motioned to approve all requests, Councilman Giuliano seconded, unanimously approved.

- **Approved to send to the Council Floor-**

**Youth Services – Grant Confirmation totaling \$7,000 in local funds to administer the United Way Healthy Communities Healthy You, Community Developmental Assets Initiative; Grant Confirmation totaling \$37,095 in State funds to support the staffing and service provisions of the Juvenile Review Board; Grant Confirmation totaling \$16,413.50 in**

**State funds to coordinate a Juvenile Justice Collaborative for the Middletown Court System**

Councilman Daley moved approval for all requests, Councilman Salafia seconded, unanimously approved.

- **Approved to send to the Council Floor-**

Police – Resolution requesting approval for Mayor Drew to sign a LoCIP application totaling \$60,000 for the replacement of flooring in the Police Department and, creation of a new Capital Improvement line entitled “Police Department Flooring”; Resolution requesting approval for Mayor Drew to sign a LoCIP application totaling \$3,500 to upgrade the locking mechanism on the room housing an NCIC terminal and creation of a new Capital Improvement line entitled “NCIC Locking Mechanism”; update on Firing Range

Councilman Daley motioned to approve all requests, Councilwoman Salafia seconded, unanimously approved.

- **All requests were unanimously approved to send to the Council Floor.**

**Finance – Appropriation Request totaling \$249,000 from Salary Reserve for Full-Time Salaries and Benefits**

Carl Erlacher explained that the \$249,000 request is to close out the 15/16 fiscal year for full-time salaries/benefits.

Councilman Daley asked to have Michiel Wackers position be posted as soon as possible.

Councilman Daley motioned to approve and Councilwoman Salafia seconded, unanimously approved.

- All Requests were unanimously approved to send to the Council Floor-**

**Water & Sewer/ Harbor Improvement Agency – Appropriation Request totaling \$15,000 for engineering services to complete final design for grant application for transient boat docks**

James Sipperly explained the appropriation request to provide engineering services for the final design for the transient boat docks and is looking to submit the grant at the end of August. This is being administered by the Harbor Improvement Agency. He explained that the transient docks would be located parallel with the bulkhead up near the gazebo. Councilwoman Salafia asked if these docks have to be removed for the winter. Jim explained that Public Works will be responsible for the removal and storage of the docks for the winter.

- **Approved to send to the Council Floor-**

**Regular Reports – Information Only**

- Transfer of Funds/BOE Transfers

- General Fund Appropriations
- City's Investments
- Tax Collection Recap Report – aggressively billing at this time
- Monthly Expenditure Summary Report
- Professional Services Report
- Department Over-Time Reports
- Quarterly Reports – Arts & Culture/Senior Services checking accounts

6. The next meeting is Wednesday, August 31<sup>st</sup> at 7pm in Room 208

Respectfully  
Submitted by,

Tracy Vess on behalf of Carl R. Erlacher