

Finance and Government Operations Commission Meeting Minutes
Middletown, Connecticut
November 30, 2016
Municipal Building Room 208
7:00 P.M.

Present: Councilman Thomas J. Serra, Councilman Sebastian N. Giuliano, Councilwoman Linda Salafia, Councilman Gerald Daley, Councilwoman Mary Bartolotta, Carl Erlacher, William Russo, Geen Thazhampallath, Deputy Fire Chief Al Leary, Fire Chief Robert Kronenberger, Marco Gaylord, Matt Poland, Lynn Harlow, Police Chief William McKenna

Absent: None

Councilman Thomas Serra called the meeting to order and requested a motion to approve the minutes from the November 2nd Finance and Government meeting. Councilman Daley motioned to approve, Councilwoman Salafia seconded, unanimously approved.

Public Comments on the Agenda – None

1. Conference and Training - None
2. The following Departments have submitted items to be discussed:

BOE – Update of FY 13/14 Unexpected Education funds for air conditioning project; Update of FY 14/15 \$250,000 CNR balance

Marco Gaylord discussed the revised plan for the remaining CNR Carry over funds and informed the committee that the \$65,250 would be used for designated cooling areas within MacDonough, Spencer, Moody, Keigwin, Bielefield, Farm Hill and Snow Schools. Councilman Giuliano motioned to approve, Councilman Daley seconded.

-Approved to send to the Council Floor-

Youth Services – Grant Confirmation totaling \$7,550 in State funds for FY 16/17 Youth Services Bureau Enhancement Grant; for Juvenile Review Board (JRB) Coordinator salary; Grant Confirmation totaling \$27,386 in State funds for FY 16/17 Youth Services Bureau Support Grant, to support JRB Coordinator salary, provide outside services supporting youth development programs & community initiatives and, purchase supplies & equipment

Justin Carbonella explained that the \$7,550 and part of the \$27,386 grant confirmations will be allocated for the program coordinators salary. The position was posted as contingent upon grant funding. The remaining balance will be slotted for outside services to support youth development programs and community initiatives, supplies and equipment. Councilwoman Bartolotta motioned to approve and Councilman Giuliano seconded.

-Approved to send to the Council Floor-

Russell Library – Grant Confirmation totaling \$1,877.20 in Local funds for Library Boiler & Eversource Energy Rebate, to supplement previously approved LoCIP funds and will be reimbursed with a rebate from Eversource; Resolution defining the compensation and benefits of the Library's executive positions following the September 2016 restructure of leadership team Matt Poland discussed the \$1877.20 grant confirmation for the library boiler and explained that the city will be reimbursed once the rebate is received from Eversource. Councilwoman Bartolotta motioned to approve and Councilwoman Salafia seconded, unanimously approved.

Geen Thazampallath discussed the restructuring of executive positions that have been approved by the library board and is asking to create the same benefit structure as the exempt city group. He also stated the library would absorb all extra costs. Councilman Serra and Councilwoman Bartolotta asked to have Carl prepare a cost spreadsheet for next months' meeting.

Public Works – Grant Confirmation totaling \$9,000 in State funds for Clean Energy Communities Rewards – Lighting GIS Inventory, to update current street light inventory and integrate it with GIS information; Grant Confirmation totaling \$30,525 in State funds for 2016 Municipal Recycling Rewards & Waste Reduction Program, for consultation & analysis of current waste management situation and, improvement & expansion of waste reduction & recycling program

Councilman Daley motioned to approve all both grant confirmations, Councilman Giuliano seconded.

-Approved to send to the Council Floor-

Fire – Discussion of bonding for revitalization of the Mile Lane Army Reserve Base

Chief Kronenberger discussed the property located on Mile Lane which will be the new headquarters for Emergency Management. The building has been vacant for many years and is in need of an immediate roof repair and mold remediation. Councilwoman Bartolotta advised on moving forward quickly to have the issues addressed, possibly put through as an emergency purchase, rough estimate of \$150,000. Chief Kronenberger also mentioned that the Federal Government will inspect this property every five years to make sure that it is only being used for this purpose. In the future he would like to see a Regional Training Facility and additional buildings for PD and Fire to store materials that are currently exposed to the elements.

ECD – Resolution requesting approval for Mayor Drew to execute an application with the CT department of Economic and Community Development for grant (not to exceed) \$825,000 to remediate and abate the property at 27 Stack Street for development of affordable rental housing

Councilman Daley motioned to approve and Councilman Giuliano seconded.

-Approved to send to the Council Floor-

Police – Discussion of hiring additional officers

Police Chief McKenna discussed his request to hire additional officers; he also said that it has already been approved by the Public Safety Commission. Currently there are 111 officers and they are looking to increase the number of sworn officers by hiring 3 per year; January, April and July to have a total of 126 officers by year 2022. The financial impact for 16/17 will roughly be \$113,000 and \$533,000 for 17/18. Chief McKenna explained that the cost for each officer complete will be \$140,000 per fiscal year. Councilwoman Bartolotta motioned to approve the 2 additional officers this year and revisit once again during budget season, Councilman Daley seconded. Chief McKenna also noted that there are 23 officers eligible for retirement this year, so he would like to start this hiring process as soon as possible.

Finance – Resolution requesting approval to close Funds that have met obligations and transfer any remaining monies to Debt Service or cash needs from Debt Service

Councilman Giuliano motioned to approve and Councilwoman Bartolotta seconded.

-Approved to send to Council Floor-

**Committee – Tax Delinquencies; Long-term planning analysis of projects and future Debt Service;
Proposed 2017 Meeting Schedule**

Carl explained that 100 have been sent to foreclosure just this month, some listed are in city litigation and a few in process for a Brownstone grant. He also discussed properties located in the North End owned by the HOPE organization which currently owe over \$300,000 in delinquent taxes. We need to act on these soon before the property value is less than the taxes owed. Councilman Serra said to start the process. Carl discussed the spread sheet on long-term planning analysis of projects and future debt service. Proposed 2017 meeting schedule was agreed on by all.

Regular Reports – Information Only

- Transfer of Funds/BOE Transfers
- General Fund Appropriations
- City's Investments
- Tax Collection Recap Report
- Monthly Expenditure Summary Report
- Professional Services Report
- Quarterly Reports – Arts & Culture/Senior Services checking accounts
- Department Over-Time Reports

6. The next meeting is Wednesday, December 28th at 7pm in Room 208

Respectfully
Submitted by,

Tracy Vess on behalf of Carl R. Erlacher