



## REGULAR COMMON COUNCIL MEETING

MONDAY, AUGUST 7, 2023  
7:00 PM

### Hybrid Meeting

MUNICIPAL BUILDING  
COMMON COUNCIL CHAMBER

-and-

Remotely via WebEx

[WebEx.com](https://www.webex.com)

Join a Meeting

Event # 2330 043 4184

Password: Middletown

or

Dial 408-418-9388

Access Code: 2330 043 4184

*NOTE: if calling from a phone, please press \*3 to activate hand raise function*

## REVISED AGENDA

### 1. Call to Order

- A. Pledge of Allegiance
- B. Council Clerk Reads the *Call of the Meeting* and Mayor declares call a legal call and meeting a legal meeting

### 2. Accept/Amend the Agenda

### 3. Public Hearings on Agenda Items

- A. Public Hearings on Naming Resolutions Pursuant to Section 23-22 of the *Code of Ordinances of the City of Middletown*
  - a. Resolution proposing that the Pollinator Walkway at Harbor Park be named *The Maria Holzberg Walkway* in honor of Maria Holzberg former Mayor of the City of Middletown, and that a dedicated bench and standing plaque be installed. (NOTE: per §23-22 of the *Code*, 2<sup>nd</sup> public hearing; 1<sup>st</sup> hearing held July 3, 2023)
  - b. Resolution proposing that the multi-purpose field at Beman Middle School be named *The Quentin Soldier Williams Field* in honor of the late State Representative Williams, and that a dedicated scoreboard and standing plaque be installed. (NOTE: per §23-22 of the *Code*, 2<sup>nd</sup> public hearing; 1<sup>st</sup> public hearing held July 3, 2023)

- B. Public Hearing on All Other Agenda Items -- Opens
- C. Public Hearing on Agenda Items – Closes

**4. Approval of Minutes**

- A. Common Council Special Meeting - Questions to Directors, at 6:00 PM, dated July 3, 2023
- B. Common Council Regular Meeting, at 7:00 PM, dated July 3, 2023
- C. Common Council Special Meeting at 6:00 PM – Community Meeting, dated July 13, 2023

**5. Mayor requests Council Clerk to read appropriation requests and the Certificate of Director of Finance**

- A. Board of Education: \$250,000 – from the General Fund (Fund Balance) for added costs to Snow School roof project; increase, after reimbursement, is \$471,060 with City to pay \$250,000 and BOE to pay remainder (\$221,060)
- B. Board of Education: \$41,581 – from General Fund (Fund Balance), adding photovoltaic panels to Farm Hill Elementary School; increase after reimbursement is \$41,581

**6. Department, Committee, Commission Reports and Grant Confirmation Approval**

- A. City Clerk's Certificate
- B. Monthly Reports -- Finance Department: Transfer Report to July 19, 2023
- C. Town Clerk -- Acct. No. 23390-04000-51220; State grant to pay for the Assistant Town Clerk's salary and extra assistance during election time; also to alleviate negative balance as of June 30, 2023: \$75,000
- D. Police Department – Acct. No. 3495-18000-59200-0180-x-2023; State grant for department overtime for investigations related to auto theft; funds to be spent between 6/1/2023 and 5/31/2024 with invoices submitted monthly for State reimbursement: \$35,000
- E. Health Department – Acct. No. 3220-31000-51220-x-03485-2024; State grant for public health emergency preparedness: \$42,597.47
- F. Board of Education – Acct. No. 2450-33000-59405-x-03025; miscellaneous grants: \$147,356.39
- G. Board of Education Cafeteria/ Food Services – Acct. No. 2450-33000-52183-x-x; food services grant: \$225,560.08
- H. Board of Education – Acct. No. 2450-33000-59400-x-03030-x; FY2022-2023; dyslexia recovery grant reduction: (\$4,550)
- I. Public Works – Acct. No. 367622000-59200; State Connecticut Complete Streets Leadership Academy grant for a Connecticut Department of Transportation 2-day workshop: \$15,000
- J. Public Works: Acct. No. 2320-22000-57030-x-x-x-x; Middletown Tree Fund grant to prevent disappearance of trees and beautification of Middletown: \$51,000
- K. Health – Acct. No. 3250-31000-59200-x-x-2024; State grant to support immunization activities and media education campaign : \$154,596

- L. Recreation & Community Services -- Emergency Purchase Order – repair of backflow preventer: \$16,599
- M. Public Works – Emergency Purchase Order – sanitation truck winch: \$4,636
- N. Russell Library Director’s Report, dated June 20, 2023

**7. Reports to the Common Council**

- A. American Rescue Plan
- B. Riverfront, including update by City Planner Marek Kozikowski, AICP
- C. Route 9
- D. Russell Library/City Hall Feasibility Study Committee

**8. Payment of all City bills when properly approved**

**9. Resolutions, Ordinances, etc.**

- A. Approving that the Pollinator Walkway at Harbor Park be named *The Maria Holzberg Walkway* in honor of former City of Middletown Mayor Maria Holzberg, and that a dedicated bench and standing plaque be installed.
- B. Approving that the multi-purpose field at Beman Middle School be named *The Quentin Soldier Williams Field* in honor of the late State Representative Williams, and that a dedicated scoreboard and standing plaque be installed.
- C. Approving that the unexpended balance of the FY 2022-2023 Board of Education budget be placed in a non-lapsing account, provided such amount not exceed two percent (2.0%) of the total budgeted appropriation for execution for such prior fiscal year, pursuant to Connecticut General Statutes Section 10-248a.
- D. Approving that Cross Street AME Zion Church’s annual event, *Back 2 School Community Day*, will be held on Saturday, August 26, 2023, from 12:00 PM to 3:00 PM, providing the community children with free book bags and school supplies, school supplies for Middletown teachers, introduction to resources available, and any needed Covid 19 boosters or shots; that the Showmobile shall be made available for this event; that any and all fees, including personnel fees for the Showmobile, shall be waived; and that the City of Middletown shall expend no more than \$1,000 for personnel fees for said event without further Councilmanic approval.
- E. ORDINANCE: Approving that Chapter 36 (“Elections”), Article II (“Voting Districts”), of the *Code of Ordinance of the City of Middletown* be amended at, (a) Section 36-2 (“Description of districts”) to delete the polling locations by specific name and address in favor of the approved voting district map, and at (b) Section 36-3 (“Description of alternative districts for municipal elections”) to reference the City’s approved voting district map.

F. Approving the Bulky Waste Fund budget for the Fiscal Year 23-24 be approved as follows:

Expenditures:

Repairs/Maintenance to Vehicles	\$60,000
Motor Vehicle Parts/Supplies	\$40,000
Bank Service Fees	\$22,000
Waste Removal	\$470,000
Mattress Recycling	\$11,000
Tire Recycling	\$20,000
Waste Equipment Supplies	\$27,500
Site Improvements	\$35,000
Truck Rental/Lease	<u>\$14,500</u>
<b>Total Expenditures</b>	<b>\$700,000</b>

Revenues

Scale Receipts	\$550,000
Cardboard Recycling	\$17,500
Paper Recycling	\$4,000
Scrap Metal Recycling	\$80,000
Gift Cards Receipts	\$1,500
Roadside Bulky Waste Revenue	\$16,000
Interest Earned	\$1,000
Transfer from General Fund	<u>\$30,000</u>
<b>Total Revenues</b>	<b>\$700,000</b>

G. Approving that, in accordance with the *Charter of the City of Middletown*, Chapter III ("Common Council,"), in furtherance of its authority as the City's legislative body, and having consulted with the Office of the General Counsel, the Common Council hereby retains Attorney Steven Mednick to advise the legislative body on various issues, as may occur from time to time, and as mutually authorized by the Majority Leader and Minority Leader.

H. Approving the 2023 CDBG Entitlement appropriations as follows:

City of Middletown	Warming Center	17,000.00
City of Middletown	Farmers' Market	15,000.00
City of Middletown	Planning & Administration	93,000.00
CRT	Elderly Nutrition Program	20,300.00
Futures, Inc.	Energy Efficiency Program	9,120.00
Gilead Community Services	Admin. Building Renovation	55,416.00
Kuhn	Program Support	9,214.00
Middlesex Community College	Magic School Bus	8,000.00
Middletown Housing Authority	Long Lane Sidewalk Improvements	85,000.00
Northern Middlesex YMCA	Furniture Replacement	55,000.00
Oddfellows	Scholarships	6,000.00
City of Middletown	Window Replacement at Oddfellows Playhouse	15,000.00
City of Middletown	Wheelchair Lift at Oddfellows Playhouse	35,000.00
St. Vincent dePaul	Food Pantry Renovation & Dist.	58,950.00
Women & Families Center	Sexual Assault Crisis Services	7,000.00
<b>Total</b>		<b>\$489,000.00</b>

**Decrease:**

Oddfellows / Hoffman Studio Floor	3207-18500-57030-0000-01544-2021-000	\$7008.00
<b>Total</b>		<b>\$7008.00</b>

**Increase:**

Oddfellows / Projector Installation	3206-18500-57030-0000-03764-2022-000	\$7008.00
<b>Total</b>		<b>\$7008.00</b>

that the Mayor, as Chief Executive Officer of the City of Middletown, is hereby authorized to submit a new *2023 Annual Action Plan* to access \$489,000.00 of CDBG entitlement funding, reprogramming of prior years' unspent dollars and program income; and that a new Consolidated Plan may be approved to reflect Community Development Block Grant programs approved by the Common Council and changing priorities of present and future potential grant recipients.

- I. Approving that, effective upon passage by the Common Council, the following changes to the Youth Services Coordinator job description are approved to reflect the revised duties with a recommended salary increase from UPSEU Local # 6457 Salary Grade 14, 40 hours (\$36.76- \$54.39) to Salary Grade 15 (\$38.71-\$57.33) and a reclassified title to Manager of Youth Services. These changes shall take effect retroactive from July 1, 2023 upon adoption; and that the salary grade for the employee who holds this position is hereby approved to UPSEU Local #6457 Salary Grade 15, Step 6 (\$57.33) 40 hours per week. These changes shall take effect July 1, 2023 upon adoption.
- J. Approving that, effective upon passage by the Common Council, the following changes to the Manager of Recreational Services job description are approved to reflect the revised duties with a recommended salary

increase from UPSEU Local #6457 Salary Grade 13, 40 hours (\$34.78 - \$51.44) to Salary Grade 16 (\$40.73-\$60.30). These changes shall take effect retroactive from July 1, 2023 upon adoption; and that the salary grade for the employee who holds this position is hereby approved to UPSEU Local #6457 Salary Grade 16, Step 5 (\$56.37) 40 hours per week. These changes shall take effect July 1, 2023 upon adoption.

- K. Approving that, effective upon passage by the Common Council, the following changes to the Field Maintenance Manager job description are approved to reflect the revised duties with a recommended salary increase from UPSEU Local #6457 Salary Grade 14, 40 hours (\$36.76 - \$54.39) to Salary Grade 16 (\$40.73-\$60.30). These changes shall take effect retroactive from July 1, 2023 upon adoption; and that the salary grade for the employee who holds this position is hereby approved to UPSEU Local #6457 Salary Grade 16, Step 6 (\$60.30) 40 hours per week. These changes shall take effect July 1, 2023 upon adoption.
- L. Approving that, effective upon passage by the Common Council, the following changes to the Assistant Field Maintenance Manager job description are approved to reflect the revised duties with a recommended salary increase from UPSEU Local # 6457 Salary Grade 13, 40 hours (\$34.78 - \$51.44) to Salary Grade 14 (\$36.76-\$54.39). These changes shall take effect retroactive from July 1, 2023 upon adoption; and that the salary grade for the employee who holds this position is hereby approved to UPSEU Local #6457 Salary Grade 15, Step 6 (\$54.39) 40 hours per week. These changes shall take effect July 1, 2023 upon adoption.
- M. Approving that, effective upon passage by the Common Council, the following changes to the Director of Recreation & Community Services job description are approved to reflect the revised duties with a recommended salary increase from UPSEU Local #6457 Salary Grade 16 (\$40.73-\$60.30) to Salary Grade 18 (\$44.68-\$66.16). These changes shall take effect retroactive from July 1, 2023 upon adoption; and that the salary grade for the employee who holds this position is hereby approved to UPSEU Local #6457 Salary Grade 18, Step 6 (\$66.16) 40 hours per week. These changes shall take effect July 1, 2023 upon adoption.
- N. Approving that, effective upon passage by the Common Council, the following changes to the Clerk of the Common Council job description are approved to reflect the revised duties with a recommended salary change from UPSEU Local #6457 Salary Grade 13 (\$34.78-\$51.44) to Salary Grade 12 (\$32.75-\$48.49). These changes shall take effect retroactive from July 1, 2023 upon adoption; and that the salary grade for the employee who holds this position is hereby approved to be red-circled at UPSEU Local #6457 Salary Grade 13, Step 6 (\$51.44) 40 hours per week. These changes shall take effect July 1, 2023 upon adoption.

## 10. Mayor's Appointments

## 11. Adjournment