

City of Middletown
Finance & Government Operations Commission Agenda
Regular Meeting
Wednesday August 30, 2023 @ 6 pm via WebEx event# 2331 876 4271
Or dial in: 408-418-9388

Present: Councilman Edward McKeon, Councilman Gene Nocera, Councilman Anthony Gennaro, Finance Director Carl Erlacher, Director of Public Works Chris Holden, and Executive Director of Finance, BOE Eduardo Miranda, Councilwoman Meghan Carta, Youth Service Coordinator Justin Carbonella, Recycling Coordinator Kim O'Rourke, Director of Recreation and Community Services Catherine Lechowicz, Library Director Ramona Burkey, and Council Member Vinnie Loffredo

Absent: Councilwoman Linda Salafia

1. Councilman McKeon called the Finance & Government meeting to order, Councilman Nocera made a motion to amend the agenda by moving up the last item on the agenda up to be discussed first, which is the boathouse. Councilwoman Carta second; unanimously approved.
2. Public Comments on the Agenda – Public Comments were given
3. Items submitted for discussion:
 - **Public Works – 1)** Resolution requesting approval for Mayor to sign and submit Local Capital Projects Improvement Program (LoCIP) application totaling \$50,000 to repair the Westfield Fire Department lots; **2)** Resolution requesting approval to locate Mosaics on Main Tunnel Vision within entrance of tunnel to riverfront; **3)** Resolution requesting approval of Phase 2 of the SMM Grant pilot program and to continue the co-collection program; **4)** Resolution requesting approval to continue FBI funding of Phase 2 of previous MOA

A motion was made by Councilman Gennaro to approve the Resolution requesting approval for Mayor to sign and submit Local Capital Projects Improvement Program (LoCIP) application totaling \$50,000 to repair the Westfield Fire Department lots, Councilman Nocera seconded; unanimously approved.

The City of Middletown Westfield Fire Department is in need of necessary improvements to its Parking Lot. The side and rear parking lot located at 653 East Main Street, is filled with various cracks, which includes fatigue cracking, which is caused by load-related deterioration resulting from a weakened base course or subgrade, too little pavement thickness, overloading, or a combination of these factors. Additionally, edge cracking that is longitudinal crack which developed within one or two feet of the outer edge of a pavement. These cracks form because of a lack of support at the pavement edge. The intent of this project is to repair the parking lot by removing and disposing of the existing bituminous curbing; install a one inch average leveling course over milled surface and apply hot tack coat and class 2 bituminous concrete compacted up to two-inches and

these needs meet the guidelines for projects eligible for Local Capital Projects Improvement Program funds, costing \$50,000.00

A motion was made by Councilman Gennaro to approve the Resolution requesting approval to locate Mosaics on Main Tunnel Vison within entrance of tunnel to riverfront, Councilman Nocera seconded; unanimously approved.

The City of Middletown is committed to furthering public art. The Mosaics on Main/Tunnel Vison, a proposal for a large scale community mosaic projected to create public art that will be displayed on Main St. The Mosaic would represent the earth as you descend the stairs to the tunnel, including evidence of the waves of immigration, industrial revolution and artifacts of Middletown's African American population, below that would be artifacts from the colonial times, at the lowest level of the entrance would be material representing the lives of the indigenous Wangunk. The next section would be Anchisaurus dinosaur with fossils and minerals found deep in the earth. Followed by a layer of lava which represents the where the supercontinent Pangaea broke apart from Africa. A layer of ice would follow depicting the layer of ice that covered Middletown. The last two sections would return to present day with the final area appearing to be outside; and the construction of the mosaic would be led by Kate Ten Eyck and a team of local artists and teachers and would involve hundreds, if not thousands, of community members who would make tiles and/or assist with the installation which is anticipated to take four years. Funding for the development of the mosaic will be from sources other than City. Route 9, a four lane highway, cuts off downtown Middletown from the waterfront where the riverfront redevelopment is to take place. The tunnel is a vital way for those who live or are visiting downtown to access Harbor Park. Once the mosaic display on Main Street is completed, it would be relocated to the walls of the tunnel leading to Harbor Park. The Public Works Department would partner with the project artist to support improvements to the tunnel, as necessary, to display and protect the mosaic.

A motion was made by Councilman Gennaro to approve the Resolution requesting approval of Phase 2 of the SMM Grant pilot program and to continue the co-collection program, Councilman Nocera seconded; unanimously approved

The State of Connecticut is experiencing a trash crisis; trash disposal capacity in the Northeast is shrinking quickly, with landfills closing and waste to energy facilities reaching or exceeding the end of their useful lives. As a result of this rapidly-declining waste disposal capacity, the cost to dispose of trash is increasing. The majority of material disposed of as trash in the Sanitation District, could be source reduced, recycled, reused, composted or converted into clean energy. In April 2022, the Common Council passed a Resolution 49-22 which supported a pilot program in the Sanitation District to alter the waste collection and processing procedures, to take advantage of the Sustainable Materials Management Grant and new innovative processes to reduce waste and manage residential organics in a more sustainable manner. The pilot was designed to last one year and staff were required to continuously evaluate the structure throughout the pilot to determine future actions. The City Sanitation District commenced the SMM Food Waste Co-Collection pilot program on November 21, 2022 and has seen an average of 20%

capture rate of available food waste and an estimated waste reduction rate of approximately 20%. The SMM Pilot Program can either end on November 20, 2023 or continue to the next phase. The next phase will require a reduction of fees in the Sanitation District and a requirement that customers purchase specific bags for trash and food waste; the bag cost will include the tip fee cost of disposal which will give customers more control over their costs and encourage waste reduction, better recycling and food waste diversion. The phase 2 would be contingent on bridge funding from DEEP to ensure the Sanitation District will not incur any additional costs for this Phase 2 of the program. The Sanitation District has seen positive results from this initial phase of the program and desires to continue to move forward with a sustainable materials management program that will encourage waste reduction, more recycling and easy and accessible diversion of food waste. In anticipation of receiving Phase 2 funding from the Department of Energy and Environmental Protection, the Middletown Common Council approves to support Phase 2 of the SMM Grant pilot program in the Sanitation District and to continue the co-collection program and alter the billing processing procedures, to reduce waste and manage residential organics in a more sustainable manner. Phase 2 will last one year and staff will continuously evaluate the structure throughout the pilot to determine future actions.

- A motion was made by Councilman Gennaro to approve the Resolution requesting approval to continue FBI funding of Phase 2 of previous MOA, Councilman Nocera seconded; unanimously approved.

The Middletown Police Department Firearms Training Facilities which is operated by the Middletown Police Department located at the Mt. Higby Water Facility, 260 Meriden Road, Middletown, CT is used by the FBI New Haven Division. A Memorandum of Agreement (MOA) exists between the Federal Bureau of investigation (FBI), New Haven Division and the City of Middletown to define the terms and conditions for funding the improvement of the Middletown Police Department Firearms Training Facility. The MOA states that “the FBI agrees to provide funding to aid in the design and construction of noise remediation, lead mitigation, and replacement of the existing turning target system and accompanying knee wall, bullet trap, surface area for the firing lines, and baffling for both sound mitigation and stray rounds. Once these aforementioned improvements are completed to the satisfaction of the City’s Firing Range Building Committee, the FBI further agrees to fund the construction of a multi-purpose building that would include an area for non-ballistic scenario-based training. Noise remediation, lead mitigation, and replacement of the existing turning target system and accompanying knee wall, bullet trap, surface area for the firing lines, and baffling for both sound mitigation and stray rounds are considered Phase 1 items in the approval scope of work, and a multi-purpose building that would include an area for non-ballistic scenario-based training is considered Phase 2 in the approved scope of work. During the construction of this process, it was determined that specific items in phase 2, notably Items 22 through 25, which are Building Layouts and design, Excavation of the Foundation, Form and Pour Foundation Footing and Stem Walls, and Building Slab and Preparation and Installation, should occur prior to completion of Phase 1 to allow for a more efficient workflow. A MOA Amendment was created to document the agreed upon changes to the schedule.

- **Youth Services Bureau** – **1)** Grant Confirmation totaling \$33,500, in State funds to support the Middletown Youth Diversion Team staffing, programming and service provisions (5 years of the Grant); **2)** Grant Confirmation totaling \$7,000, in State funds, for Restorative Justice and Circle Keeping youth training programs; **3)** Grant Confirmation totaling \$ 21,667, in State funds, for a juvenile Justice Collaboration with the Middletown District Court; **4)** Grant Confirmation totaling \$27,951, in State Funds, from DCF YSB Large Enhancement and Supplemental Grants; **5)** Grant Confirmation totaling \$27,410, in State funds, from DCFYSB Enhancement and Supplemental Grants

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$33,500, in State funds to support the Middletown Youth Diversion Team staffing, programming and service provisions (5 years of the Grant); Councilman Nocera seconded; unanimously approved.

JRB/Diversion Support Grant to support the Middletown Youth Diversion Team (formerly JRB Juvenile Review Board), Staffing, programming and service provisions (Year 5 of the Grant)

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$7,000, in State funds, for Restorative Justice and Circle Keeping youth training programs; Councilman Nocera seconded; unanimously approved.

State of CT Violence Prevention (VP) grant funded via Middletown Racial Justice Coalition (MRJC) for Circle Keepers Programmatic Budget needs. Program aimed at training youth in the principles of Restorative Justice and Circle Keeping. Goal is to have them expand these practices inside and outside of school.

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$ 21,667, in State funds, for a juvenile Justice Collaboration with the Middletown District Court; Councilman Nocera seconded; unanimously approved.

Support from the State Judicial Branch (CSSD) to coordinate Juvenile Justice Collaborative for the Middletown District Court.

A motion was made by Councilman Gennaro to approve Grant Confirmation totaling \$27,951, in State Funds, from DCF YSB Large Enhancement and Supplemental Grants; Councilman Nocera seconded; unanimously approved.

State funding distributed by DCF to YSB's to assist with general programming. It will support local YSB Diversion and Youth Development efforts and programming and associated supplies.

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$27,410, in State funds, from DCFYSB Enhancement and Supplemental Grants; Councilman Nocera seconded; unanimously approved.

State Funding to enhance and supplement YSB's programming and services. It will be partially aimed at enhancing and expanding MYSB's Diversion Services in Middletown. FY 2024 has a supplemental portion to this grant. The breakdown is as follows: Enhancement Grant Award \$12,992.00/Supplemental Grant Award \$14,418.00. Both must be used on direct services/ programming, that is why they were combined together on the City side.

- **Police** – 1.) Grant Confirmation totaling \$7,000.00, in local funds, for Animal Control

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$7,000.00, in local funds, for Animal Control; Councilman Nocera seconded; unanimously approved.

The Animal Control Donation Account is used as a special needs fund for the animals in our custody. It is used for veterinary fees not normally covered by the city such as spay/neuter, tumor removal or more specialized surgeries that used to result in euthanasia. It can also be used for behavior training to help animals get adopted quicker. Because of this fund the number of euthanasia has been reduced.

- **Russell Library**- Appropriation Requesting totaling \$200,000, from the General Fund, to complete the feasibility and capital planning process

A motion was made by Councilman Gennaro to approve the Appropriation Requesting totaling \$200,000, from the General Fund, to complete the feasibility and capital planning process; Councilman Nocera seconded; unanimously approved.

The Russell Library/City Hall Feasibility Study Committee is requesting \$200,000 to complete the feasibility and capital planning process for future public library facilities.

- **BOE**– 1.) Grant Confirmation totaling \$293,661.95 for Cafeteria and Food Service; 2.) Grant Confirmation totaling \$4,180,037.28 for various services; 3.) Appropriation Request for approximately \$189,919 for the MHS pool boiler

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$293,661.95 for Cafeteria and Food Service; Councilman Nocera Seconded; unanimously approved.

2799- Food Services: \$293,661.95. Total cafeteria/food services through 08/17/2023: \$293661.95.

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$4,180,037.28 for various services; Councilman Nocera seconded; unanimously approved.

- A motion was made by Councilman Gennaro to approve the Appropriation Request for approximately \$189,919 for the MHS pool boiler; Councilman Nocera seconded; unanimously approved.

ESC to furnish and install a dedicated boiler system for the Middletown High School Pool.

- Recreation & Community Services- Grant Confirmation totaling \$50,000.00, in local funds, to support department activities, supplies, wages and bussing

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$50,000.00, in local funds, to support department activities, supplies, and wages and bussing; Councilman Nocera seconded; unanimously approved.

To support Recreation & Community Services Department activities, Supplies, wages and bussing.

- Health Department- Grant Confirmation totaling \$56,692.89, in Federal funds, from the Cromwell Epidemiology Laboratory Capacity Supplement Grant

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$56,692.89, in Federal funds, from the Cromwell Epidemiology Laboratory Capacity Supplement Grant; Councilman Nocera seconded; unanimously approved.

The Town of Cromwell is subcontracting the City of Middletown Health Department with funding to provide Covid testing and vaccinations to high-need communities and homebound individuals that might not otherwise have resources or means to obtain these supplies.

- Boat House

4. Report

- Transfer of Funds/BOE Transfers
- BOE Grant and Receipts Account Descriptions
- General Fund Appropriations
- City's Investments
- Tax Collector Report
- Professional Services Report
- Monthly Expenditure Summary Report

A motion was made by Councilman McKeon to adjourn the meeting; Councilman Gennaro seconded; unanimously approved.

The next regular meeting is Wednesday September 27, 2023 at 6:00 p.m.