

City of Middletown
Finance & Government Operations Commission Agenda
Regular Meeting
Wednesday September 27, 2023 @ 6 pm via WebEx event# 2331 876 4271
Or dial in: 408-418-9388

Present: Councilman Edward McKeon, Councilman Anthony Gennaro, Councilwoman Salafia, Finance Director Carl Erlacher, and Executive Director of Finance, BOE Eduardo Miranda, Recycling Coordinator Kim O'Rourke, Director Kevin Elak, Director Joseph Fazzino and Captain Lozefski

Absent: Councilwoman Meghan Carta and Councilman Gene Nocera

1. Councilman McKeon called the Finance & Government meeting to order, a motion was made by Councilman McKeon to approve the August 30, 2023 minutes: Councilwoman Salafia second; unanimously approved.
2. Public Comments on the Agenda – none
3. Items submitted for discussion:
 - **Police – 1)** Appropriation Requesting a total of \$ 191,971.67, from the General Fund, for Private Duty Overtime; **2)** Appropriation Requesting a total of \$233,058.24, from the General Fund, for Replacement Overtime; **3)** Resolution requesting \$51,000 for renovations to the Evidence Room

A motion was made by Councilman Gennaro to approve the Appropriation Requesting a total of \$ 191,971.67, from the General Fund, for Private Duty Overtime, Councilwoman Salafia seconded; unanimously approved.

The Appropriation is to cover the negative balance for the Private Duty Overtime line item #1000-18000-51358-0180 for fiscal year 2023. The line went into the negative due to high volume of Private Duty Jobs throughout the City during the fiscal year.

A motion was made by Councilman Gennaro to approve the Appropriation Requesting a total of \$233,058.24, from the General Fund, for Replacement Overtime, Councilwoman Salafia seconded; unanimously approved.

This appropriation is to cover the negative balance for the Replacement Overtime line item 1000-18000-51357-0180 for fiscal year 2023

A motion was made by Councilman Gennaro to approve the Resolution requesting \$51,000 for renovations to the Evidence Room, Councilwoman Salafia seconded; unanimously approved

The City of Middletown is in need of necessary renovations to the current Evidence Room as required by the Accountability Act to obtain accreditation. As part of the

accreditation process, the Middletown Police Department will be subject to on-sight inspections concerning the evidence room and the requirements for the security of narcotics and weapons. Currently, the evidence room and cage that house the narcotics and weapons are below the needed standards for effective security measures. The needs met the guidelines for projects eligible for Local Capital Projects Improvement Program funds, costing \$51,000.00

- **Fire** –Grant Confirmation totaling \$13,198.78, in Federal funds, for emergency response to flooding in Vermont

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$13,198.78, in Federal funds, for emergency response to flooding in Vermont; Councilwoman Salafia seconded; unanimously approved.

Reimbursement from the Federal Government for Lt. Craig Vincelette responding to flooding in Vermont with the Federal Urban Search & Rescue Team

- **Health Department** – **1.)** Grant Confirmation totaling \$41,766 in State funds, from the Preventative Health Block Grant to promote tobacco cessation; **2.)** Grant Confirmation totaling \$163,944.55, in State funds, from the Workforce Development Grant for staff programs and services; **3.)** Appropriation requesting a total of \$ 15,000, from the General Fund for future shelter relocations.

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$41,766 in State funds, from the Preventative Health Block Grant to promote tobacco cessation; Councilwoman Salafia seconded; unanimously approved.

When any department, commission, office, or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$ 163,944.55, in State funds, from the Workforce Development Grant for staff programs and services; Councilwoman Salafia seconded; unanimously approved.

Funds were granted to fill vacancies and create new positions and retain staff who are on term appointments. Also make significant new investments in workforce engagement, well-being, and other related programs and services to assist with retention and help improve emotional, mental, and physical health outcomes of the workforce.

A motion was made by Councilman Gennaro to approve the Appropriation requesting a total of \$ 15,000, from the General Fund for future shelter relocations; Councilwoman Salafia seconded; unanimously approved.

Additional funds needed for future relocations. Budgeted amount on the line has already been expended for the 2024 fiscal year.

- **Recreation & Community Services-** 1.) Grant confirmation totaling \$50,000, from Local Funds, for recreation and Community activities; 2.) Grant Confirmation totaling \$ 30,000, in State funds, from the Youth Anti-Violence Grant, for scholarships and programs

A motion was made by Councilman Gennaro to approve the Grant confirmation totaling \$50,000, from Local Funds, for recreation and Community activities; Councilwoman Salafia seconded; unanimously approved.

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

- A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$ 30,000, in State funds, from the Youth Anti-Violence Grant, for scholarships and programs; Councilwoman Salafia seconded; unanimously approved.

Youth Anti-Violence Grant received from Middlesex United Way to be used for the following; \$5,000 for Unified Theater; \$11,000 summer camp scholarships; \$14,000 after school programs Monday-Friday

- **BOE-** 1.) Grant Confirmation totaling \$8,688 from the Office of Early Childhood Enrollment; 2.) Appropriation Request for a total of \$189,919, from the General Fund, to furnish and install a dedicated pool boiler system; 3.) Grant Confirmation totaling \$190,570.04 for Cafeteria & Food Services; 4.) Grant Confirmation totaling \$2,222,413.18 from various grants as described.

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$8,688 from the Office of Early Childhood Enrollment; Councilwoman Salafia seconded; unanimously approved.

2323- OEC Enrollment \$ 8,688.00 Total Grant Commitments through 09/18/23: \$5,952,027.89.

A motion was made by Councilman Gennaro to approve the Appropriation Request for a total of \$189,919, from the General Fund, to furnish and install a dedicated pool boiler system; Councilwoman Salafia seconded; unanimously approved.

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

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$190,570.04 for Cafeteria & Food Services; Councilwoman Salafia seconded; unanimously approved.

2799- Food Services: \$190,570.04. Total Cafeteria/Food Services through 08/17/23: \$293,661.95. Additions: \$190,570.04. Total Cafeteria/Food Services through 09/18/23: \$484,231.99.

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$2,222,413.18 from various grants as described; Councilwoman Salafia seconded; unanimously approved.

2047-Fresh Fruit & Vegetable \$ 73,269.00; 2082-ARP Esser Dual Credit Expansion; \$60,000.00; 2360-Family Resource: Farm Hill: \$112,629.00; 2377- Adult Ed-Provider (State): \$1,338,311.00; 2610-Rose MHS Innovation Grant; \$152,00.00; 2638-CFMC Health & Wellness: \$5,000.00; 2639-CFMC Entangled & Ingested: \$2,500.00; 2763-Tritown Collaborative out of school youth: \$53,698.00; 8001- Insurance Receipts: \$359,110.67; 8003- Workers Compensation Claims: \$3,431.51; 8004- Preschool Programs Fees: \$6,980.00; 8009- Maintenance/Rentals: \$550.00; 8012 Sale of Electricity : \$42,893.00; 8021-Student Guardian Bus Camera: \$356.00; 8023- Central Office Receipts: \$ 10,560.00; 8039- Adult Ed Pearson Receipts: \$75.00; 8044- Education Conference: \$1,050.00. Total Special Programs through 08/17/23: \$4,180,037.28. Additions: \$, 222,413.18. Total Special Programs through 09/18/23: \$6,402,450.46.

- **Water Department-** Appropriation requesting a total of \$ 100,000, from the CNR Fund Balance, to create a new line item; 2.) Resolution requesting approval of a new line item to purchase a Wachs Valve Turning Machine

A motion was made by Councilman Gennaro to approve the Appropriation requesting a total of \$ 100,000, from the CNR Fund Balance, to create a new line item; Councilwoman Salafia seconded; unanimously approved.

To create a new line item in the Water Depreciation (CNR) fund to purchase/replace the Wachs Valve Turning Machine for the department.

A motion was made by Councilman Gennaro to approve the Resolution requesting approval of a new line item to purchase a Wachs Valve Turning Machine; Councilwoman Salafia seconded; unanimously approved.

The Common Council hereby endorses the proprietary purchase of a new replacement Wachs Valve Turning Machine and that this new piece of equipment be purchase on accordance with the June 9, 2023 Quotation BL 198026 from Wachs Utility Products in an amount not to exceed \$100,000.00.

- **Public Works/Sanitation-** Grant Confirmation totaling \$352,000, from State Funds, for phase 2 of the CTDEEP Sustainable Material Management Grant Program

A motion was made by Councilman Gennaro Grant Confirmation totaling \$352,000, from State Funds, for phase 2 of the CTDEEP Sustainable Material Management Grant Program; Councilwoman Salafia seconded; unanimously approved.

Municipalities are mandated in Statute (CGS 22a-220) to provide for the safe and sanitary disposal of all solid wastes, which are generated within its boundaries, in an effort to assist municipalities to achieve waste reduction and recycling goals, and combat the escalating trash disposal costs; the State Department of Energy and Environmental Protection has issued the Sustainable Materials Management (SMM) Grant program. SMM project will be a year-long pilot program in the Sanitation District, which is projected to reduce waste by up to 40%, increase recycling, and offer curbside collection of food waste for residents, and ultimately reduce costs to customers in the Sanitation District. (Note; amended on the floor to include that money will be advanced from City's General Fund and will be repaid to General Fund from State Grant)

- **Finance-** Grant Confirmation totaling \$323,757, in State Funds, from Local Capital Improvement Program (LOCIP)-2023 (FY2024)

The City has been granted funds to be used for Middletown Local Capital Improvement Projects (LOCIP) as specified in the State LOCIP grant guidelines. The City must apply and receive approval for projects in advance. Once approval is granted, City Funds must be expended first and OPM will provide reimbursement upon proper submittal of invoices and payments for each project.

A motion was made by Councilman Gennaro to approve the Grant Confirmation totaling \$323,757, in State Funds, from Local Capital Improvement Program (LOCIP)-2023 (FY2024); Councilwoman Salafia seconded; unanimously approved.

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 November 1, 2023 at 6:00 p.m.