

MIDDLEFIELD BOARD OF FINANCE
405 Main Street
Middlefield, Connecticut 06455

Minutes of the April 5, 2022 -- Budget Workshop #6
 *** *Not Approved At the time of Filing* ***

Michael Skelps, Chairman, called the workshop of the Board of Finance to order at 7:04 pm.

Attendance:

Members		Others	
X	Skelps, Michael	X	Rusilowicz, Al
X	Kowal, Melissa	X	Anne Olszewski, Tax Collector
X	Lowry, David	X	Peter Tyc, Fire Marshal, Fire Department
X	Boyle, Kevin	X	Nick Faiella
X	Lee Matterazzo		
X	Wolak, Mary		

A=Absent

X=Present

Approval of the Agenda

Dave made motion to approve the agenda with the change of discussing emergency management before the fire department / fire marshal. Mary Seconded. Approved Unanimously

Pledge of Allegiance

The Pledge of Allegiance was recited.

Public Comment

None

Review and Discussion of Emergency Management Budget

Rob Poturnicki said this was his first time presenting. He wants to keep the budget level. The shelter is currently not usable, so they are in the process of assessing the shelter to make it usable. Also, there is \$6350 in Shelter Supplies and \$6726 in Sundry Expenses. Al suggested all of this is spent by June 30. A generator is installed at Memorial School. It is up and running but not large enough to power the entire space that would be used as a shelter. Another generator is needed to provide the required electrical coverage. This will be a Middlefield expense not a BOE expense. Durham is not allowing Middlefield

residents to use the Durham Shelter at CRHS. Showers need to be made functional at Memorial School for the Shelter. Rob says that he doesn't believe we would need to "ask permission", but needs to get a key to the building.

Al says we need a cost for the plumbing/electrical/generator, etc. Rob said he didn't know the amount, but will know more by the end of the month. Capital Budget Item? Mike asked if we will gradually invest in the capital fund for this project, or if we would put money in right away? The consensus was that we needed to add a capital fund line item for this project.

Review and Discussion of Fire Marshal Budget

1280 hours spent for Fire Marshal Activities. Fire Chief Vehicle is also used as Fire Marshal vehicle. Budget is basically flat.

Fire department budget was discussed. Firehouse operations is highly subject to oil price fluctuations, but the line item is flat. It also includes the cost of migrating data to a new reporting system. Mike suggested that this line item needed to be increased due to fuel costs. Al suggested adding \$3,500 to this line item.

Lee said there were a lot of items in this Firehouse Operations line item and wanted to see more detail. Al said that the computer upgrade / migration should have their own line items. Al said he could provide the detail on this line item.

Truck operations is going up, in part due to fuel price increases. He said there was a pending tire purchase later in the year for one of the trucks. Melissa mentioned a rubber shortage and suggested buying now at a known price because price increases and tire/rubber shortages are likely in the future, and that tires should be purchased now. Cost is \$2800. Al said there were various line items under budget, so go ahead and buy the tires now. The overall budget for FY22 for truck operations will be over budget by year's end. This was acknowledged by the members present. Capital plan was discussed.

Kevin noted the extremely large cost of replacement vehicles and that it represented a large capital investment each year. He suggested the Fire Department to creatively extend the life of these vehicles another 5 years.

RSD 13 Discussion

Mike read a joint statement that was to be read on April 6 at the BOE Public Hearing.

Upcoming Dates

Upcoming workshop and other relevant dates were reviewed.

Adjournment

Motion to adjourn made by Dave. Seconded by Mary. Meeting adjourned at 9:47pm.