

MIDDLEFIELD BOARD OF FINANCE
405 Main Street
Middlefield, Connecticut 06455

Minutes of the Thursday, August 11, 2022 – Regular BOF Meeting
 *** *Not Approved At the time of Filing* ***

Attendance:

Members		Others	
X	Skelps, Michael	X	Rusilowicz, Al
X	Kowal, Melissa	X	Bob Yamartino, First Selectman
X	Lowry, David		
X	Boyle, Kevin		.
X	Lee Matterazzo		
X	Wolak, Mary		

A=Absent
 X=Present

Michael Skelps, Chairman, called the meeting to order at 7:00 pm.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of the Agenda

Mary made the motion to approve the agenda as submitted. Dave seconded. Motion was approved unanimously.

Approval of Minutes

Minutes were reviewed from the following dates: 3/10 4/14 4/21 5/5 5/25 6/23

Kevin said that he was present on April 21 and May 1 minutes. Minutes should be corrected to reflect that he is present. No other corrections were noted. Dave made a motion to approve the minutes with the correction noted. Lee seconded. Motion passed unanimously.

Public Comment

None

Approval of Bob Yamartino as the administrator for the Neglected Cemetery Grant

David Lowry made a motion “To approve Robert C. Yamartino, First Selectman as duly authorized to apply for and administer the “Neglected Cemetery Account Program Grant”. By administrator, Robert C. Yamartino, First Selectman, is authorized to sign the Notice of Grant Award and the Reimbursement Request Form for the Neglected Cemetery Account Program Grant.” Lee seconded. Motion passed unanimously.

Update on STEAP grant application for a “Wastewater infrastructure Upgrade” program

State opened up STEAP grant process around June 15. Town found out about a month later. Grant application is due Monday August 15, 2022. Town reviewed ARPA list and selected those that had to do with the town sewer. Nate Jacobson has been working diligently to get cost information for this project. Town is “encouraged” to put up a 25% matching contribution to increase the chance of receiving the grant. For this \$500,000, town will match \$125,000. These funds were not available in the General Fund. WPCA has sufficient working capital to fund this match, if the grant is approved. If approved, the town will put \$125,000 towards the Zygo pump station, which is a town owned pump station. This would be done to make WPCA whole. This project would deliver wastewater improvement at Zygo and Mattabeseck.

FY22-23 Variance Analysis

Revenues are up due to tax collections, Education Cost Sharing, FEMA funding, about \$363,000. Expenses were reviewed. The notable item is the Assessor being over budget by \$31,000. This will require a town meeting. Numbers are still being finalized for FY22-23.

Because of the current variances, fund balance will not be reduced by \$500,000 as budgeted. This number now appears to be closer to \$50,000.

Cell phone tower lease has two years left. Vendors are approaching the town regarding the next lease, which may have a 40-50 year term. This will be investigated further.

Adjournment

Dave made a motion to adjourn. Seconded by Kevin. Meeting was adjourned at 8:15pm.