

Middlefield Board of Selectmen
February 20, 2018
Regular Meeting
Minutes

1. Call to Order

Ed Bailey called the meeting to order at 6:35 p.m. Present was Ed Bailey and Bob Yamartino. Dave Burgess was absent.

2. Pledge of Allegiance

3. Approval of Agenda

A motion was made by Bob Yamartino to approve the agenda with the amendment to review the minutes of the January 29, 2018 meeting. This motion was seconded by Ed Bailey and approved by all voting members.

4. Public Comment

None

5. Approval of Minutes of the Board of Selectmen, January 8, 2018 Meeting

A motion was made by Bob Yamartino to approve the minutes of the January 8, 2018 Board of Selectmen Meeting as presented. This motion was seconded by Ed Bailey and approved by all voting members.

6. Resolution of appreciation for Dr. Matt Huddleston, Health Director

Ed Bailey tabled this topic until the next meeting.

7. Approval of Minutes of the January 29, 2018 Board of Selectmen Special Meeting

A motion was made by Bob Yamartino to approve the minutes of the January 29, 2018 Board of Selectmen Special Meeting. This motion was seconded by Ed Bailey and approved by all voting members.

8. Town and State Budget Update

Ed Bailey explained that the Town Budget will be out in a week. Mr. Bailey met with the library today and noted that they lost State Funding for their Lion System and will be seeing a small increase of less than 2%.

Mr. Bailey explained that the labor agreements are not in place and there will not be any wage increases for any of the Town employees in the budget. Mr. Bailey explained that other towns in this instance set aside a batch of funds. Members agreed to discuss this matter in caucus.

As far as the Town Budget, Mr. Bailey explained that he does not see any surprises in the budget. Mr. Bailey noted that there will be a reduction in ECS Funding next year and currently they have had \$175,000 held back and they anticipate a total of over \$200,000 next year. Mr.

Bailey noted that the current budget does take into account the current hold back. Mr. Bailey stated that medical costs are down, benefits costs are down and they are well within budget for this time of year.

Regarding the State Budget, Ed Bailey stated that he attended a cost meeting last week and State transportation issues and funding was the most talked about subject matter. Mr. Bailey noted that the Governor slashed all transportation projects including Town tar money. Middlefield received the first check at approximately \$96,000 but has not received the second one. Mr. Bailey explained that it is about a 60 million dollar program. 30 million dollars comes out of the budget and the other 30 million is bonded annually. The State paid the budgeted amount but they will not be paying the other 30 million because they do not have the money in the budget to pay the bond. Mr. Bailey stated that the Commissioner of Transportation went over a list of everything that was cut including tar money.

Members briefly discussed the Governor's toll proposal for the State. Mr. Bailey noted that transportation has been the main focus of the Legislature.

9. Update from Board of Education member Bob Yamartino regarding Board of Education Budget

Bob Yamartino explained that RSD13 presented their budget at the Board of Education Meeting. The Superintendent's first passed budget came in with a zero percent increase. The Board of Education also reviewed the minimum budget requirement and it appears that they could potentially reduce the budget another \$399,000.

Mr. Yamartino stated that the Finance Committee has been formally adopted and appointed by the Board of Education so there is now an operating Finance Committee. Phil Augur was appointed chair of the committee.

Mr. Bailey explained that he provided board member, Marie Benedetto, with all the budget material to review. Mr. Yamartino stated that Dr. Taylor does not believe it is in the purview of the Finance Committee to review the budget. Mr. Yamartino noted that Dr. Taylor asked to have it added to the policy that they will not review or weigh in on the budget. Mr. Yamartino stated that the request was voted down and did not get put into language.

Mr. Bailey stated that Middlefield/Durham and RSD13 put out an RFP for benefits management. They will be paying the company that provides the service directly. When they settle on a benefits manager it will be a flat rate for the District and Durham/Middlefield. Mr. Bailey explained that the town will have to apportion the cost based on the size of the medical costs. Mr. Bailey stated that he does not have the numbers in front of him but he estimates the total costs of the two towns and the school district to be around \$200,000 in commissions. Mr. Bailey predicts a savings of approximately 1/3 of that based on what he sees in other towns.

10. Purchasing Policy - Draft review and adoption

Ed Bailey explained that the current policy states that micro purchases are at \$500, small purchases are \$500-\$5,000, and anything over \$5,000 will require an RFP and bids. Members discussed changing or removing some wording throughout the policy and to change micro purchases to \$2,500, small purchases to \$2,500-\$10,000 and any purchase in excess of \$10,000 requires an RFP and bids. Members agreed that non-budgeted purchases need to go to the Board of Finance. Members continued to discuss the content of the purchasing policy. Ed Bailey stated that the town is getting a new accounting system.

11. Solarize Connecticut participation

Ed Bailey stated that Solarize Connecticut is run by Connecticut Green Bank and Middlefield has signed up. There will be a meeting on Thursday and they will choose a vendor.

12. First Selectman's Report

Ed Bailey stated that they will be meeting with the Plainville/Southington Health District Committee. Mr. Bailey will be proposing that Middlefield join a Health District. Mr. Bailey estimates that Middlefield will be looking at under \$25,000 for an annual fee to belong to a Health District. The District will use their fee schedule for all the services they provide. The District will primarily do sanitary inspections at restaurants and septic system plan approval and inspections. Mr. Bailey noted that the benefits of the town will be numerous. The town will be able to control costs by reducing staff. The Health Officer and Sanitarian will be covered by the Health District.

Mr. Bailey stated that the Town will be installing a new phone system and could possibly be signing a contract as early as next week. Mr. Bailey noted that each town employee that requires a phone now has a smart phone. Middlefield will be giving Youth Family Services a VOIP phone to help them save money and they will be picking up the phone at the Historical Society as well. Board members briefly discussed details about VOIP and wireless options for the fax.

Mr. Bailey explained that there is an issue with the carpet in the Community Center and it will need to be replaced and the floors need to be refinished.

13. Adjourn

A motion was made by Ed Bailey to adjourn at 8:37 p.m. This motion was seconded and approved by Bob Yamartino.

Respectfully Submitted by,

Leanne M. Henry