

MIDDLEFIELD BOARD OF SELECTMEN
405 Main Street
Middlefield, Connecticut 06455

Minutes of the December 22, 2020 Regular Meeting

Call to Order

Mr. Bailey called the Zoom Meeting to order. Carol Bufithis and Ed Bailey were present. Bob Yamartino was not in attendance. Several members of the public also joined the meeting.

Approval of Agenda

Amend the agenda to include the following additions:

9.b Proclamation for outgoing RSD-13 Superintendent of Schools Kathryn Serino

9.c Approve meeting dates for 2021

***Ed Bailey made a motion, second by Carol Bufithis, to approve the agenda as amended.
Motion carried.***

Public Comment

Charlie Vasel made comment that he had mailed a letter to members of the Board and stated that he pays his personal property and business taxes in the town of Durham. He explained that he is in an ongoing lawsuit with Jim Gillooly of Quality Landscaping and Rockland Fence which are located at 11B Old Indian Trail in Middlefield. Mr. Vasel stated that he wanted to go on the record reporting that Quality Landscaping and Rockland Fence have zero on the grand lists of Middlefield and Durham and he feels that this is totally unfair. He then thanked the Board for their time.

Mary Johnson of Way Rd. stated that she is disappointed that the Town of Middlefield website has not been updated with most recent Board of Selectmen minutes. She went on to say that she was confused by tonight's agenda and the amendments noted above. Mr. Bailey clarified the amendments.

No further Public Comments were made.

Approval of Minutes of the Board of Selectmen

Minutes of the November 17th meeting were not available at the time of the meeting.

Storm Bailey follow up report

Mr. Bailey noted that we had a substantial winter storm last week which was our largest since 2017. The Public Works department was short staffed but were able to bring in a member of our Volunteer Fire Department to assist with clearing the roads. Ed complimented the Public Works team on a job well done. He went on to note that the staff in Public Works had recently attended a salt management training seminar and that knowledge helped staff to properly treat roads with out over use of salt ultimately saving the town money.

RSD-13 Update

As Mr. Yamartino was not in attendance Mr. Bailey provided a brief update. Ed was please to say that he met the new Superintendent of Schools, Doug Schuch, recently. Dr. Schuch has been in virtual meetings to introduce him to staff and Administration and will be starting his position on January 4th. Ed also said Dr. Schuch will be attending Board of Selectmen and Board of Finance meetings at some point in the near future.

COVID-19 Update

Mr. Bailey reported that cases of COVID were at their highest in Middlefield in November with over 130 since the start of the pandemic in March. He stated that we had about 20 cases as of August so this shows that there was a significant increase over the last few months. Carol inquired about current active cases and Ed reported that week ending 12/12 we had 12 cases and the week prior we had 15. As of today, total cases over all were 132. Ed is hoping that there will be a decline in this wave by mid-January. Discussion continued around testing habits of the general public, new Quarantine Guidelines coming from the CDC, as well as the vaccine rollout.

Middlefield Firehouse Facility and Capital Needs

a. Discussion with MVFC Officers

Fire Chief, Pete Tyc was present to speak to the Board and explained that he had written letters to the Boards of Selectmen and Finance expressing the needs for the physical structure at the Firehouse. The building was last renovated in 1984 and was expected to last about 20, which Chief Tyc felt they had certainly gotten their money's worth. He said that they are finding it increasingly difficult to store equipment and supplies and noted several high-cost repairs that need to be addressed such as the roof replacement and flooring in the building. Chief Tyc had asked the Board of Selectmen to create a committee to research and review what options are available to address all of the issues they are having with the building. Chief Tyc noted that replacing specialized equipment has been very challenging due to size limitation of the Firehouse Doors on the older side of the building being only 10 feet high. Mr. Bailey agreed that these issues need to be addressed as the addition and renovation go back 35 years and needs today are much different. Chief Tyc went on to say that there are different standards the Fire Department must comply with as well as new requirements for apparatus and pollution guidelines. Chief Tyc said the department plans to apply for grants to aid in the updates needed

but the need further assistance and support. Both Ed and Carol agreed that we need a comprehensive look at short term and long-term capital needs of the firehouse. Carol shared her appreciation for the service of the members of Fire Department with the challenges they have been facing. Ed noted that there are funds in our Facilities Asset Management Plan budget of about \$17,000.00 that could be used to get started. Jim Irish, chairman of the Board of Finance noted that during their Regular Board of Finance meeting last week they also spoke with Chief Tyc and that they unanimously supported the development of the Firehouse Building Committee and Jim was pleased to see that it was on the agenda tonight.

a. Firehouse Building Committee

The following individuals are appointed to a building committee to provide a plan of the short term and long-term capital needs of the fire department including a plan for the physical rehabilitation and expansion of the facility:

Bruce Villwock, Kevin Boyle, Melissa Kowal, Alice Malcolm, Paul Pizzo, Ryan Cowell, and Ken Wilson.

Ed Bailey made a motion, second by Carol Bufithis, to approve the members of the Firehouse Building Committee. Motion carried.

In conclusion, Ed thanked all of the members of the Middlefield Volunteer Fire Company.

Approval of revised Building Permit Cost Valuation Schedule

Mr. Bailey explained the fee calculations use to obtain a building permit for various construction, renovation, repairs and installations. As he had reported in a previous meeting the Land Use department is rolling out a new Online Permitting System. The software service costs the town \$10.00 per permit generated so this new cost schedule has been adjusted to account for that \$10.00 fee. Ed noted that the "Dormer" Fee was reduced after some cost analysis and that fees for "Mechanicals" were changed to a "Value Based" charge rather than a flat rate, which tended to be costly for smaller jobs.

Carol Bufithis made a motion, second by Ed Bailey, to approve the Building Permit Cost Valuation Schedule as attached. Motion carried.

Approval to authorize a request for COVID-19 related expenditure reimbursement for the amount of \$30,971 under the Municipal Coronavirus Relief Fund (CRF) Program as administered by the Connecticut Office of Policy Management

Ed received late notification last Wednesday from the Office of Policy Management that he needed to submit a request for reimbursement as noted above. These funds were provided by the Federal Government to then allocate to towns.

Ed Bailey made a motion, second by Carol Bufithis, to approve the request. Motion carried.

Proclamation for outgoing RSD-13 Superintendent of Schools Kathryn Serino

Mr. Bailey read the Proclamation into the record as he did at the Board of Education Meeting.

Carol Bufithis made a motion, second by Ed Bailey, to approve the Proclamation as attached. Motion carried.

Meeting dates for 2021

Carol Bufithis made a motion, second by Ed Bailey, to approve the Meeting Dates for 2021 as attached. Motion carried.

Appointments

Regional Planning Agency Representative

- i. Paul Pizzo

Ed explained that RiverCog's Regional Planning Agency and Regional Plan of Conservation & Development allows for a representative or two from each town. Ed was pleased to announce that Paul Pizzo volunteered to represent Middlefield. He noted that this position is opened ended with no term limits.

Ed Bailey made a motion, second by Carol Bufithis, to appoint Paul Pizzo as representative. Motion carried.

First Selectman's Report

Mr. Bailey has been working to review applicants to our Public Works Department. He has found a candidate that he feels has the required work experience and will be a great addition to the crew and plans to make an offer to the candidate tomorrow.

Ed continues to attend conference calls and zoom meetings regarding COVID. He feels we are finally seeing a light at the end of the tunnel with two vaccines being approved for use in our state. Ed hopes that by this time next year we will be in a much better place. Normally Ed would be getting ready for our annual staff holiday luncheon but due to circumstances he has decided to plan a Christmas in June and possibly hold a staff barbecue at the park.

Carol reported that she was approached by a resident who told her that the open space property on Coe Hill is a mess, trails are over grown and not walkable. Ed explained that open space land such as this falls under the auspices of the Conservation Commission which he reconstituted in early 2020. The committee was provided with details of their role when it comes open space land but with the onset of the pandemic the committee has faced challenges. There are some restrictions put on open space properties by the state however hunting is available at this particular property. He noted that there are some plans in place to

use our new brush clearing equipment to clean up this piece. Ed noted work done at the Dinosaur Park and Old North Burial Grounds as well. Carol reiterated her desire for a spring Town Wide Cleanup Event. She also noted her commitment to creating a calendar of events for Racial Equity Education and Awareness.

Adjournment

Carol Bufithis made a motion, second by Ed Bailey, to adjourn the regular meeting of the Board of Selectmen. Motion carried unanimously.

Respectfully submitted,

Tonya Hogan

Tonya Hogan
Assistant Town Clerk

Minutes Approved _____

Confirmed by _____

Town of Middlefield, Connecticut
Building Permit Cost Valuation Schedule
Effective January 1, 2021

PERMIT COST PER \$1000.00	\$35.00	first \$1000.00
ALL INCLUSIVE PERMITS (LARGE PROJECTS) AND SOLAR	\$10.00	each addition permit type
	\$11.00	each additional \$1000.00
Residential	Minimum Square Foot	Unit
New Single Family * 1st story	\$ 135.00	Per Sq ft
New Single Family * 2nd story	\$ 100.00	Per Sq ft
Townhouse/ Condos/Multi-Family	\$ 125.00	Per Sq ft
Addition with full basement *	\$ 115.00	Per Sq ft
Addition Other (Pier, Crawl Space, Slab on Grade)*	\$ 105.00	Per Sq ft
Attached Garage * finished interior	\$ 75.00	Per Sq ft
Detached Garage	\$ 80.00	Per Sq ft
Dormer	\$ 75.00	Per Sq ft
Enclosed Porch/ Sunroom*	\$ 90.00	Per Sq ft
Open Porch	\$ 55.00	Per Sq ft
Finished Basement/ Attic*	\$ 40.00	Per Sq ft
Finished Basement with Bathroom*	\$ 55.00	Per Sq ft
Accessory Structure/Sheds/Tool House	\$ 60.00	Per Sq ft
Decks including pool deck & balconies	\$ 35.00	Per Sq ft
Re-roof Over Existing Roof	\$ 150.00	per square (100 Sq ft)
Strip Existing Roof	\$ 350.00	per square (100 Sq ft)
Siding Vinyl	\$ 250.00	per square (100 Sq ft)
Siding Wood	\$ 450.00	per square (100 Sq ft)
Windows/ Doors	\$ 150.00	per unit
Inground Pool	Value Based	
Above Ground Pool	Value Based	
Mechanicals		
Chimney Liner	Value Based	
Fireplace 1-Story Brick	Value Based	
Fireplace 2-Story Brick	Value Based	
Fireplace: Gas, Pellet, Wood Stove, I.e.	Value Based	
Boiler Replacement/ Furnace Systems	Value Based	
Electrical Service/ Per Meter 100 Amps	Value Based	
Electrical Service/ Per Meter 200 Amps	Value Based	
Water Heater	Value Based	
Air Conditioning Installations	Value Based	
General Repairs	Value Based	
Plumbing System: Cost is \$850.00 per fixture	\$ 850.00	per unit
Electrical System: Cost is \$3.00 sq ft	\$ 3.00	Per Sq ft
Heating System: Cost is \$4.50 sq ft	\$ 4.50	Per Sq ft
Others Not Specified Above	Est. Value TBD by Building Official	
Commercial	Est. Value TBD by Building Official	
* denotes Electrical, Heating/AC and Plumbing NOT included		
Approved by Board of Selectman on 12/22/2020		

TOWN of MIDDLEFIELD, CONNECTICUT



Incorporated 1866

Office of the First Selectman

BOARD OF SELECTMEN

MEETING SCHEDULE CALENDAR YEAR ~ 2021

The Board of Selectmen meets on the First Monday and Third Tuesday of each month at the Middlefield Community Center at 6:30 P.M., unless as dated below or otherwise noticed.

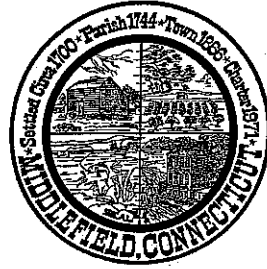
The following are the scheduled meeting dates:

JANUARY	4 th 19 th	JULY	6 th * (Tuesday. The 5 th is a Federal Holiday.) 20 th
FEBRUARY	1 st 16 th	AUGUST	2 nd 17 th
MARCH	1 st 16 th	SEPTEMBER	7 th * (Tuesday. The 6 th is Labor Day.) 21 st
APRIL	5 th 20 th	OCTOBER	4 th 19 th
MAY	3 rd 18 th	NOVEMBER	1 st 16 th
JUNE	7 th 22 nd * (Fourth Tuesday.)	DECEMBER	6 th 21 st

"This institution is an Equal Opportunity Employer"

393 Jackson Hill Road, Middlefield, CT 06455 Phone 860.349.7114 Fax 860.349.7115

TOWN of MIDDLEFIELD, CONNECTICUT



PROCLAMATION

*Be it known that the Citizens of Middlefield and Rockfall
hereby recognize and applaud*

Dr. Kathryn Y. Serino

for her service to Regional School District 13 as Superintendent, and;

*Whereas, Dr. Kathryn Y. Serino is recognized for her untiring
dedicated leadership providing the best possible education for
the youth of our Town, and;*

*Whereas, Dr. Kathryn Y. Serino has fostered a great relationship
between Regional School District 13,
our Town government and its citizens and;*

*Whereas, Dr. Kathryn Y. Serino's leadership, passion, and dedication
is an outstanding example of citizenship to our Community, our State, and
our Country; and so*

***Now, therefore, in recognition of these contributions
to our community by Dr. Kathryn Y. Serino, the
Middlefield Board of Selectmen enact this proclamation
on December 22nd, 2020, and is hereby recorded in
the official records of the Town of Middlefield.***