

MIDDLEFIELD BOARD OF SELECTMEN
405 Main Street
Middlefield, Connecticut 06455

Minutes of the January 18, 2022 Regular Meeting

Call to Order

called the meeting to order at 6: PM. were present.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval of Agenda

Insert "Succession" immediately before "6. Board of Selectman Appointments"

Jim Irish made a motion, second by Carol Bufithis, to approve the agenda as amended. Motion carried.

Public Comment

None.

Approval of Minutes of the Board of Selectmen

- a. December 10, 2021 – Special Meeting
- b. December 14, 2021 – Special Meeting

Bob Yamartino made a motion, second by Carol Bufithis, to approve the minutes of both the December 10, 2021 and December 14, 2021 Special Meetings of the Board of Selectmen. Motion carried. Jim Irish abstained.

Order of Succession

In the temporary absence or unavailability of the First Selectman the following individuals, listed in the order below, are authorized to act in the capacity of the First Selectman.

1. Robert Yamartino, First Selectman
2. Carol Bufithis, Second Selectwoman
3. James Irish, Third Selectman
4. Michael Skelps, Chairman, Board of Finance

Bob Yamartino made motion, second by Carol Bufithis, to approve the order of Succession. Motion carried.

Appointments

- a. Appoint Bruce Villwock as Tree Warden for the term 12/1/2021 – 11/30/2023
- b. Appoint Dave Chowanec Animal Control Officer for the term 1/1/2022 – 12/31/2022
- c. Appoint Lee Matterazzo to the Board of Finance to fill the unexpired term of Jim Irish 11/18/2019 – 11/20/2023

Carol Bufithis made motion, second by Jim Irish, to appoint Bruce Villwock. Motion carried.

Jim Irish made motion, second by Carol Bufithis, to appoint Dave Chowanec. Motion carried.

Carol Bufithis made motion, second by Jim Irish, to appoint Lee Matterazzo. Motion carried.

Set date of a Town Meeting for the purpose of the following:

- a. Joining Estuary Transit District
- b. Election to fill vacancy on RSD13 Board of Education

Bob noted that at the last Board of Selectmen meeting the date for the Public Hearing and Town Meeting was set for January 24th. Notice for the meeting was published in the paper today. Bob read the notice into the record.

Economic Recovery Coordinator

Jim has been working on drafting a job description for the position of Economic Recovery Coordinator. A review of the description should be done with Laura Francis. Jim noted that they need to confirm with Laura that Durham has budgeted for the position to be funded over the next two years. Jim also reviewed budgets of other towns that currently have an Economic Recover Coordinator to determine a suitable salary range.

RSD13 Update

Mr. Yamartino's resignation from the Board of Education was effective January 1, 2022. At the last meeting he attended they discussed some changes to the districts COVID precautions which included no longer conducting contact tracing. There was also some preliminary budget discussion with Dr. Schuch. Bob noted that the Referendum for the John Lyman School Bonding will be held on February 8th. He explained that the bonding is to replace specific equipment that is currently, or will soon be, at end of life. Work will begin with the most critical items. For this

referendum electors and property owners may cast a ballot and the majority between the two communities will determine the outcome. Jim said that there were a lot of hard questions brought to the district meeting and that a better explanation of the financial impact of the bonding would've been very helpful for members of the community. He explained that the impact of the bonding on our MIL Rate wouldn't be significant, in this case for Middlefield being 0.38 mils. Discussion continued around the bonding and the needs of John Lyman School.

COVID Update

Two test kit and mask distribution events were completed. Bob noted that despite challenges getting information regarding the events out to residents efficiently, both distributions were successful with about 180 kits given out each night. Connecticut case numbers and hospitalizations continue to rise. The government has set up a website: covidtest.gov for residents to sign up for four free test kits per household to be delivered by mail.

Jim suggested that if we have an abundant inventory of masks that they be distributed to local businesses.

Carol commented that so few people in town look at our town website and wondered if more could be done to make residents aware of the abundance of information available on the site and encourage more people to visit it. Discussion continued around town communications and improving methods of getting information to our residents.

Budget Update

The First Selectman's budget will be due on March 1st. Brief discussion was had around the budget process.

Tax Refunds

Carol read the Tax Refunds into record.

Jim Irish made motion, second by Carol Bufithis, to approve the Tax Refunds, as attached. Motion carried.

New Business

Carol found a box full of "Pro-Act" Town of Middlefield prescription cards at town hall. The program was established in 2013 in conjunction with CCM. The cards were sent out to residents in town at that time. Carol felt these cards could be a significant benefit to residents in town and asked for ideas on how to distribute them such as including them in the tax bills or possibly doing a separate mailing. Jim was hoping for details on how the cards worked and Carol said she would find out more details for the next meeting.

Jim noted that there are several vacancies on our boards and commissions as well as some terms that are soon to expire. Bob explained that he was working with both Judi Rand and

Donna Golub to establish a listing of all members of boards and commissions including their terms. He plans to have the list available for the next Board of Selectmen meeting.

Finally, Bob asked the board about establishing a policy with regards to employees being absent from work for COVID, whether for their own illness or to quarantine after exposure. Executive orders from the beginning of COVID allowing up to 10 days paid leave for illness expired some time ago. After looking into it, Bob found that some towns allow for 5, 7, or 10 days in the event an employee becomes sick with COVID and others towns require employees to use their sick, vacation, and/or personal time. Jim felt that following the CDC guidance of 5 days would be appropriate. A policy will be established in the near future.

First Selectman's Report

Mr. Yamartino reported that the contract for the Fire House is still being negotiated. The contract for the replacement pumper truck for the Fire Department has been signed.

The town is continuing to work with the engineering firm on the Lake Road culvert project. Jim noted that there is a road survey report due from Nathan Jacobson that needs to be reviewed for budget purposes. He will be encouraging Nathan Jacobson to provide the report.

Executive Session – Personnel Issue – Employee Contracts

The board entered executive session at 8:26pm and adjourned executive session at 9:21pm during this time no motions were made and no votes were taken.

Adjournment

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

Respectfully submitted,

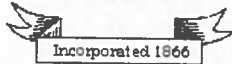
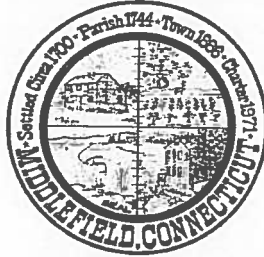
Tonya Hogan

Tonya Hogan
Assistant Town Clerk

Minutes Approved _____

Confirmed by _____

Town of Middlefield, Connecticut



TAX COLLECTOR'S OFFICE: Telephone (860) 349-7117; Fax (860) 349-7115
393 Jackson Hill Rd, P O Box 179, Middlefield, CT 06455

REQUEST FOR REFUNDS TO BE APPROVED BY BOARD OF SELECTMAN

<u>NAME</u>	<u>BILL #</u>	<u>REASON</u>	<u>AMOUNT</u>
<u>CURRENT YEAR 01-01-4004</u>			
Acar Leasing LTD	20-03-50006	Sold 7/21	79.46
Brayshaw Jon A & Gwen T	20-04-80102	Totaled 6-21	87.82
Eidinger Bruce & Samantha W	20-01-579	Check too much by bank	50.43
Fazzino Michelle	20-01-609	Escrow bk pd in error	2,717.43
Harmon Catherine F	20-03-51831	Sold 6/21	10.88
JP Morgan Chase Bank NA	20-03-52101	Sold 4/21	310.50
Melzmuf Roberta A	20-01-1268	Vet exempt correction	143.18
Nissan Infiniti LT	20-03-53111	Sold 8/20	347.22
Reynolds Daniel J	20-03-53623	Junked 5/21	66.98
Wells Fargo	20-01-1813	Vet exempt correction	95.46

PRIOR YEAR 01-01-4005

Nissan Infiniti LT	19-03-53196	Sold 8/20	31.87
Schmidt Jeanne D & Richard	19-01-1733	Check too much	22.56

Anne L. Olszewski
Middlefield Certified Tax Collector

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