

**Minutes of Meeting  
Board of Estimate and Apportionment**

The Board of Estimate and Apportionment met in the Common Council Chambers on August 15, 2022 at 4:30 PM.

Members

Mayor DeStefano  
President Rodrigues  
Ald. Masi(absent)

Others Present

L.Liz                      Ald.K. Witt  
J. Tawil                    Ald.Kleiner  
R.McCormack  
R.Bertholf

1. The City of Middletown Police Department has been approved for an additional \$14,000 in funding for the Orange County Youth Bureau Grant.

The purpose of this grant is to serve the youth of Middletown. Specifically, the Too Good program and the Youth Leadership Academy.

Chief Ewanciw request that the following police budget lines be funded with \$7,000 each for the purposes above.

A.3120.501 - Youth Leadership Academy

A..3120.468 - Too Good Programs

Upon a motion duly made by Mayor DeStefano and seconded by President Rodrigues, the above action was approved.

AYES	NAYS
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- 2 Requesting to amend Resolution 174-22 from the Board of Estimate, the City received a donation from Middletown Elks Club; correcting the name of donor in the original resolution.

Upon a motion duly made by President Rodrigues and seconded by Mayor DeStefano, the above action was approved.

AYES	NAYS
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- 3 The Police Department is in receipt of a \$250 donation from the Middletown Lions Club for the purpose of supporting our Junior Police Academy.

Chief Ewanciw is requesting permission to accept this donation into the Police Donation budget line A.2705.06.

Furthermore, request to increase the A.3120.468 Youth Police Academy line by the same amount.

Upon a motion duly made by Mayor DeStefano and seconded by President Rodrigues, the above action was approved.

AYES	NAYS
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4. Chief Ewanciw is requesting that the City of Middletown Common Council approve the following transfers within our 2022 budget lines:

From	Amount	To
A.3120.400 Contractual Services	\$ 5,377.50	A.3120.200 Equipment

This transfer will cover the cost of a new city employee identification card system. The current system is outdated and in disrepair and the funding will be taken from the funding for FUSUS within our Contractual Services budget line.

Upon a motion duly made by Mayor DeStefano and seconded by President Rodrigues, the above action was approved.

AYES	NAYS
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5. Chief Ewanciw is requesting that the City of Middletown Common Council approve the following transfers within the 2022 budget lines

FROM	AMOUNT	TO
A.3120.400 Contractual Services	\$5,000	A.3120.433 Training\
A.3120.400 Contractual Services	\$4,325	A.3120.200 Equipment

This transfer will cover the cost of an ice machine for community events and funding for both requests will be taken from the funding for FUSUS within our Contractual Services budget line.

Upon a motion duly made by President Rodrigues and seconded by Mayor DeStefano, the above action was approved.

AYES	NAYS
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6. Requesting from the Board of Estimate to accepted the Professional Service Agreement with Rand Commercial to serve as a broker for the City of Middletown with the purpose of obtaining properties and authorizing the Mayor to sign it

Upon a motion duly made by President Rodrigues and seconded by Mayor DeStefano, the above action was approved.

AYES	NAYS
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7. Requesting from the Board of Estimate to accept the Temporary License Agreement with T-Mobile North East LLC, owner of 358-360 Highland Ave, for the installation within the premises such as temporary wireless communication facilities and the authorization for the Mayor to sign it.

Upon a motion duly made by Mayor DeStefano and seconded by President Rodrigues, the above action was approved.

AYES	NAYS
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8. The Recreation & Parks Department is requesting the authorization for the Treasurer to transfer \$1,430.00 from account A.2705.07 Gifts & Donations for Scholarships to accounts;

-A.2029 Special Programs = \$550.00 for Little People Playtime & Spirit Camp

-A.2027 Day Camp Fees = \$880.00 for Sports Camp

Upon a motion duly made by President Rodrigues and seconded by Mayor DeStefano, the above action was approved.

AYES	NAYS
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9. The Recreation & Parks Department was given a donation in the amount of \$1,000.00 from The Animal Health Center. Requesting from the Board of Estimate to accept this donation and authorize the Treasurer to deposit the donation into revenue budget line A.2705.00 Gifts & donations and increase budget line A.7321.450 Special Programs Materials & Supplies. This donation will go towards the cost of an ice skate sharpener.

Upon a motion duly made by President Rodrigues and seconded by Mayor DeStefano, the above action was approved.

AYES	NAYS
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10. Jacob Tawil is requesting that an account be established for the NYS Pave Our Potholes (POP) program funding that the City will receive reimbursement for from the Department of Transportation. \$114,019.21 was awarded May 11, 2022 and can be put into this account. It can be used to resurface and renew the roadway pavements in the city. Reimbursement for repairs can be submitted quarterly and any unused funds will roll over to the next quarter.

Upon a motion duly made by President Rodrigues and seconded by Mayor DeStefano, the above action was approved.

AYES	NAYS
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11. 21 Academy Ave, a large multi-story masonry abandoned building and owned by the city, had a partial structural collapse on 8/8/2022, requiring the city to address the safety concerns to demolish the remaining structure and clean up the site. Local contractors were contacted and it was determined Boyce was most qualified. Boyce will be billing for services related to the demolition.

QEST Environmental, asbestos remediation consulting Inspection Firm was contacted to assist in getting a variance from D.O.L. for the Demo and removal of the building debris as Asbestos Containing Material (ACM). QEST will be at the site during demolition debris removal for air monitoring & sampling.

Several Asbestos abatement contractors were requested to provide prices per ton for hauling away off and disposal of the debris as ACM. Please refer to the attached tabulation.

Jacob Tawil is requesting awarding the work to the lowest qualified bidder, TAM Enterprises, in the amount of \$220 per ton. The work will include site cleanup, loading, hauling and disposing of the ACM debris to an approved location.

Jacob Tawil is also requesting authorization to continue working with QEST as the environmental consultant providing services used for DOL Variances, Air Sampling, daily inspection and reporting as required by DOL, for this project.

The funds will be paid out of the capital demolition line, H.0993.900.

Upon a motion duly made by Mayor DeStefano and seconded by President Rodrigues, the above action was approved.

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12. Jacob Tawil is requesting a temporary borrowing in the amount of \$1,000,000.00 from the General Fund Balance to be used as temporary Seed Money in order to pay current invoices to WSP & future invoices for Boyce Excavating due to a back log from D.O.T. reimbursement. This money will be replenished once new borrowings are completed next month.

FROM	AMOUNT	TO
General Fund Balance	\$1,000,000	H.908.900 Middletown Traffic Operation

Upon a motion duly made by President Rodrigues and seconded by Mayor DeStefano, the above action was approved.

AYES	NAYS
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13. Jacob Tawil is requesting additional funding for several fuel budget lines due to the unanticipated price increases since budget was prepared last year as follows:

Gas (T/O Walkkill): We estimate our monthly average usage to be 1,661.1 gallons. At a cost of \$3.87/gal. we will need \$32,142.00 (less current remaining\*) to be transferred in to the noted lines for Aug. – Dec. \*Current remaining (\$13,124.) is inclusive of gas and diesel.

Diesel (T/O Walkkill): We estimate our monthly average usage to be 3,648.1 gallons. At a cost of \$4.39/gal. we will need \$80,077.00 (less current remaining\*) to be transferred in to the noted lines for Aug. – Dec. \*Current remaining (\$13,124.) is inclusive of gas and diesel

Diesel (Bottini): We estimate our monthly usage to be 1,010.8 gallons. At a cost of \$3.9815/gal. we will need \$20,123.00 for Aug. – Dec to be transferred in to line A.5110.417 (included below) as we have \$0.00 of the original amount budgeted remaining.

<b>FROM</b>	<b>AMOUNT</b>	<b>TO</b>
General Fund Balance	\$39,693.00	A.5110.417 Street Dept./Gas & Oil
General Fund Balance	\$4,800.00	A.1620.417 Maint. Dept. Gas & Oil
General Fund Balance	\$64,725.00	A.8160.417 Sanit. Gas & Oil
General Fund	\$10,000.00	F.8340.417  Distrib. Gas & Oil

We are also requesting a transfer for Sewage Plant Utilities (\$26,829.00) in part due to natural gas price increases from 56.50 cents in Jan. to 86.39 cents in Jul. (electric and gas budgeted together).

<b>FROM</b>	<b>AMOUNT</b>	<b>TO</b>
General Fund	\$26,829.00	G.8130.415 Sewage T&D Light & Heat

Upon a motion duly made by Mayor DeStefano and seconded by President Rodrigues, the above action was approved.

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14. Please find the enclosed proposal from CT Male in the amount \$416,500.00 for construction administration and construction observation and testing for the Shawangunk Reservoir rehabilitation project.

We are respectfully requesting the approval of this proposal and authorizing the Mayor to sign the same.

Amend the resolution.

Upon a motion duly made by President Rodrigues and seconded by Mayor DeStefano, the above action was approved.

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15. Leonora Liz is requesting from the Board of Estimate the approval of the new Payroll Position – Administrative Educational Finance Research Services.

This position is exempt managerial and confidential. It was created purposely with the goal of establishing a new Division of Payroll that reports to the Treasurer. The goal is to further segregate Payroll from Finance and to continue strengthening our internal controls, confidentiality protection, along with personnel functions. The primary functions of the position include, personnel, payroll, budgeting, regulations, contract negotiation analysis and benefits administration. The proposed salary range is \$50,000 - \$65,000 based on qualified experience. We are pushing for forward thinking improvements within payroll and this will ultimately continue to strengthen our customer service to the city employees.

Upon a motion duly made by Mayor DeStefano and seconded by President Rodrigues, the above action was approved.

AYES	NAYS
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16. Water/Sewer Adjustment – 225 Dolson Ave/ Special School -Reduced 5,000 gallons.  
Lawn Mowing Adjustment – 167-171 Dolson Ave- denied

Upon a motion duly made by President Rodrigues and seconded by Mayor DeStefano, the above action was approved.

AYES	NAYS
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Motion to adjourn at 4:48 PM

Upon a motion duly made by President Rodrigues and seconded by Mayor DeStefano, the above action was approved.

AYES	NAYS
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Respectfully submitted,

Leonora Liz  
Secretary