



**CITY OF MIDDLETOWN
BOARD OF ESTIMATE AND APPORTIONMENT MINUTES
MAY 20, 2025**

Roll Call

Present: Mayor DeStefano, Council President Rodrigues

Absent: Alderman Masi

Approval of Minutes

Accept the Minutes of 05.1.25

Motion by: Council President Rodrigues **Seconded by:** Mayor DeStefano

AYES: Mayor DeStefano, Council President Rodrigues

NAYS: None

ABSTAIN: None

New Business

Authorization to accept donation from Middletown Little League

BE IT RESOLVED; that the Common Council of the City of Middletown, NY, concurs with the Board of Estimate and Apportionment and accepts a \$3,500 donation from Middletown Little League towards the purchase of infield clay.

BE IT FURTHER RESOLVED; that the Common Council of the City of Middletown, NY concurs with the Board of Estimate and Apportionment and authorizes the Treasurer to deposit these funds into account A.2705.00 Gifts and Donations and increase budget line A.7110.478 Park Improvements.

Motion by: Council President Rodrigues **Seconded by:** Mayor DeStefano

AYES: Mayor DeStefano, Council President Rodrigues

NAYS: None

ABSTAIN: None

Authorization to change Part-Time Permanent Employees' rates of pay.*BE IT RESOLVED; that the Common Council of the City of Middletown, NY, concurs with the Board of Estimate and Appropriations and authorizes salary changes to previously approved Part-time Permanent employees per resolution Index No: 94-25.*

<i>Employee Name</i>	<i>Old Rate</i>	<i>New Rate</i>	<i>Reason</i>
<i>Kara Garnere</i>	<i>\$23.25</i>	<i>\$25.00</i>	<i>Includes salary increase for taking director roles to spot check.</i>
<i>Mitchell Williams</i>	<i>\$23.75</i>	<i>\$26.75</i>	<i>Includes salary increase for director of boxing clinics.</i>
<i>Jessica Rodriguez</i>	<i>\$25.25</i>	<i>\$26.25</i>	<i>Includes salary increase for 6 years experience in school district</i>
<i>Randy Hinkson</i>	<i>\$25.75</i>	<i>\$26.00</i>	<i>Includes salary increase for CPR/First Aid certifications.</i>
<i>Sasha Bertholf</i>	<i>\$23.50</i>	<i>\$25.25</i>	<i>Includes salary increase for 6 years experience in juvenile facility and CPR/First Aid</i>
<i>Nicholas Campos</i>	<i>\$23.25</i>	<i>\$23.50</i>	<i>Includes salary increase for CPR/First Aid</i>

Motion by: Mayor DeStefano **Seconded by:** Council President Rodrigues

AYES: Mayor DeStefano, Council President Rodrigues

NAYS: None

ABSTAIN: None

Authorization to accept salary not listed on the approved 2025 Rate Schedule

BE IT RESOLVED; that the Common Council of the City of Middletown, NY, concurs with the Board of Estimate and Appropriations and authorizes employee Danielle McAvenue #8390 to be paid \$40/hr. This rate does not match our 2025 approved pay scale. Danielle is certified through the American Red Cross as a instructor and teaches all of our Red Cross certification and training classes. She is also the WSI we use on our Camp permits for the OCDOH and conducts lifeguard training throughout the spring and summer and is an aquatic liaison to our department.

Motion by: Council President Rodrigues **Seconded by:** Mayor DeStefano

AYES: Mayor DeStefano, Council President Rodrigues

NAYS: None

ABSTAIN: None

Authorization to name the Middletown Reservoir Mountain Bike Trails

BE IT RESOLVED; that the Common Council of the City of Middletown, NY, concurs with the Board of Estimate and Apportionment and accepts the following names for the Middletown Reservoir Mountain Bike Trails:

The LYne

Ouch

Simon Says

Pit'r Pat'r Loop

Motion by: Council President Rodrigues **Seconded by:** Mayor DeStefano
AYES: Mayor DeStefano, Council President Rodrigues
NAYS: None
ABSTAIN: None

Authorization to update the Credit Card Policy*The Finance Department is requesting to update the credit card policy to include the following under Section 2 (Authorizations) Part B :*

- 1. The following Department Heads have been authorized to possess and use City credit cards with the applicable limits:*

VIII. Secretary to the Commission of Civil Service \$2,000

,And seeking the Council's approval to update the policy accordingly

Motion by: Council President Rodrigues **Seconded by:** Mayor DeStefano
AYES: Mayor DeStefano, Council President Rodrigues
NAYS: None
ABSTAIN: None

Authorization to amend resolution 255-24 and update the ARPA Obligation retroactive to 12/31/2024

Requesting to amend the original resolution 255-24 to update the obligation of ARPA funding. The City was made aware of a contract prior to 12/31/24 that may qualify under ARPA rules for the OW Renovation Project. This resolution should be retroactive to 12/31/2024. See attached report.

Motion by: Council President Rodrigues **Seconded by:** Mayor DeStefano
AYES: Mayor DeStefano, Council President Rodrigues
NAYS: None
ABSTAIN: None

Approval to Amend Resolution 99-25 to accept 2025 STOP-DWI funding in the amount of \$8000 (\$6210 original resolution request) for an enforcement period of March 10, 2025 through January 1, 2026.

Attached please find the contract with the County for our 2025-2026 STOP-DWI enforcement period of March 10, 2025 through January 1, 2026. The total amount of the award is \$8000. Please be kind enough to prepare a resolution authorizing the Mayor to sign the agreement.

*This contract must be signed in **blue ink**. Once the contract is signed, please return the original to us for forwarding to the County.*

Please add this funding to the STOP DWI Budget line A.3126.103.

Motion by: Mayor DeStefano **Seconded by:** Council President Rodrigues
AYES: Mayor DeStefano, Council President Rodrigues
NAYS: None

ABSTAIN: None

Approval to accept funding and approve the employment contract for the Service Coordinator Position

The City of Middletown Police Department was awarded \$75,000 in reimbursable grant funding from the New York State Office of Mental Health to be used to fund the new position of our Service Coordinator. This funding ran from July 2024- June 2025. Therefore, we are requesting to accept this funding into our A.3331 revenue line upon receipt and fund the newly created expense line A.3146.935 by \$37,500, for the first half of 2025, to cover the cost of his employment and payroll deductions.

Additionally, the Police Department was able to secure an additional \$75,000 in 2025-2026 funding from the Department of Criminal Justice Services to extend the employment of the Service Coordinator for an additional year. Therefore, I have enclosed his renewal contract from July 8, 2025 – July 8, 2026 for your review. Upon approval to continue this contract, we ask that the budget lines be increased in the same manner.

Motion by: Mayor DeStefano **Seconded by:** Council President Rodrigues

AYES: Mayor DeStefano, Council President Rodrigues

NAYS: None

ABSTAIN: None

Authorization to transfer with the City 2025 Budget BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Treasurer to transfer \$90,000, in the following manner,

<i>FROM</i>	<i>TO</i>	<i>AMOUNT</i>
<i>A.9000.860</i>	<i>\$80,000</i>	<i>A.9000.870</i>
<i>State Health Insurance</i>		<i>Unused Sick Leave</i>
<i>A.9000.860</i>		
<i>State Health Insurance</i>	<i>\$10,000</i>	<i>A.1325. 480</i>
		<i>Finance Office Expense</i>

To cover the cost of retiree payouts for unused sick leave and to cover the cost of postage and mailing in the Finance Department for the remainder of the year.

Motion by: Council President Rodrigues **Seconded by:** Mayor DeStefano

AYES: Mayor DeStefano, Council President Rodrigues

NAYS: None

ABSTAIN: None

Authorization to approve the CPL proposed extended construction phase services in the amount of \$92,000 for the South Street Parking Garage

BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes an agreement with CPL for extended construction phase services in the amount of 92,000 for the South Street Parking Garage

BE IT FURTHER RESOLVED; that the Board of Estimate and Apportionment authorizes the Mayor to sign the agreement.

Motion by: Mayor DeStefano Seconded by: Council President Rodrigues
AYES: Mayor DeStefano, Council President Rodrigues
NAYS: None
ABSTAIN: None

Water/Sewer/Lawn Maintenance Adjustment

10 William - Water/Sewer - Confirmed this was not a catch-up

Denied for lack of info. Referred to the DPW Commissioner

Motion by: Mayor DeStefano **Seconded by:** Council President Rodrigues
AYES: Mayor DeStefano, Council President Rodrigues
NAYS: None
ABSTAIN: None

Adjournment

At 7:17 PM

Motion by: Mayor DeStefano **Seconded by:** Council President Rodrigues
AYES: Mayor DeStefano, Council President Rodrigues
NAYS: None
ABSTAIN: None