CITY OF MIDDLETOWN
BOARD OF ESTIMATE AND APPORTIONMENT MINUTES
DECEMBER 11, 2025

[IGNORE_INDENT]

Roll Call
Present: Mayor DeStefano, Council President Rodrigues, Alderman Masi
Absent:

Approval of Minutes

Accept the Minutes of 11/18/25 and 12/1/25

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

New Business

Paramount Theater Attic Space Re-bid Opening
Bid opening for the Paramount Theater Attic Space (rebid).

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

Senior Center request a 2026 Budget amendment for Senior Trips expense line to allocate for 2026 senior trips in the amount of $100,000.
Requesting for approval to authorize the Treasurer to amend the budget for 2026 Senior Trip expense line to allocate funding for planned 2026 trips
Increase A.2351 Senior Trips
Increase A.6772.467 Senior Trip Expense

Motion to table

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

Motion to bring back to the table
Motion by: Council President Rodrigues **Seconded by:** Alderman Masi
AYES: Mayor DeStefano, Council President Rodrigues, Alderman Masi
NAYS: None
ABSTAIN: None

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

Funds Transfer Request for New Desk Units for Office Staff*Requesting the following transfers to cover the purchase of five new desk units for the Public Works Office Staff off* BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Treasurer to transfer $20779.71, in the following manner,

FROM	*TO*	*AMOUNT*
A.1490.480	*A.1490.200*	*$7,000.00*
A.1490.400		*$4,500.00*
A.1490.100		*$9,279.71*

NYS Contract (PC70286). The following is the justification by our administrative staff for updating the office furniture: The current units are not at a comfortable working height, the surfaces are scratched and worn, and many of the drawers do not stay closed. We have shims under those drawers to avoid tripping hazards.

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

Senior Center requests approval to add 2 new programs in activity schedule
Senior Center approval request to add two new programs to the activity schedule as follows:
1. James Lee Massage Therapy at no cost to members of the senior Center with his provision of Certificate of Liabilyt insurance at his cost.
2. Hal Markus Pet Therapy with provision of Certificate of Liability through JFS and members will also be required to provide medical insurance coverage for approval of therapy.

Further to Corp Counsel Alex Smith for review, motion to table
Motion by: Mayor DeStefano **Seconded by:** Council President Rodrigues
AYES: Mayor DeStefano, Council President Rodrigues, Alderman Masi
NAYS: None
ABSTAIN: None

Transfer within the 2025 Parks and Recreation budget BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Treasurer to transfer $6,744.53, in the following manner,

FROM	*TO*	*AMOUNT*
A.8060.450 Building material & Supplies $5,098.86 *A.7321.495 Special Programs Misc. $848.29* *A.7020.440 General Rec. Repairs to Equip. $797.38*	*A.8060.470 Repairs to Building*	*$6,744.53*

These funds will go towards the repair and replacement of the boxing room carpet.

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

Authorization to Enter into an Agreement with Docu Sign
BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes an agreement with DocuSign.

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

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

Authorization to approve the 2026 Tax Warrant
BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Assessment Collector's Warrant for 2026

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

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

A resolution to accept Amendment #8 for 2025 additional funding of $21,721.00 from Orange County Office for the Aging for 2025 Goldenarea Transportation within Senior Department Operating Budget
The Senior Citizen Department, Mulberry House Senior Center, respectfully requests the Board of Estimate to approval to

accept Amendment #8 for 2025 additional funding of $21,721.00 from Orange County Office for the Aging for 2025 Goldenarea Transportation within Senior Department Operating Budget and also review and provide additional required documents attached and requesting Mayor's signature of amendments.

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

Authorization to approve transfers within 2025 Senior Center budget lines

1. *Request approval to authorize the Treasurer to transfer within GoldenArea Transport line for mobile telephone service expense as follows:*

FROM	*to*	*Amount*
GA.5680.440	*GA.5680-481*	*$150.00*
Repairs to Equipment	*Telephone Expense*	

2. *Request approval to authorize the Treasurer to transfer within Senior Center budget line for office mobile telephone service expense as follows:*

FROM	*to*	*Amount*
A.6772.401	*A.6772.481*	*$200.00*
Travel Expense	*Telephone Expense*	

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

Authorization to Enter into an Agreement with Pets Alive Inc. for the Trap, Neuter & Release Program (TNR)
BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes an agreement with Pets Alive Inc. Trap, Neuter & Release Program (TNR)

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

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

Authorization to Enter into an Agreement with Pets Alive Inc. to Shelter Stray Cats and

Dogs
BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes an agreement with Pets Alive Inc. to shelter stray cats and dogs.

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

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

Request a transfer within 2025 DPW budget lines to cover repair and maintenance to sanitation vehiclesBE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Treasurer to transfer $20,000, in the following manner,

FROM	*TO*	*AMOUNT*
A.5110.417	*A.8160.440*	*$10,000*
A.8160.417	*A.8160.440*	*$10,000*

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

Authorization to Transfer from General Fund Balance to cover cost of repairs to sprinkler system at the Paramount TheatreBE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Treasurer to transfer $13,191.25 in the following manner,

FROM	*TO*	*AMOUNT*
GENERAL FUND	*A.1620.470* *REPAIRS TO BUILDING*	*$13,191.25*

Request a transfer from the General Fund to cover repairs of the sprinkler system in the basement of the Paramount Theatre that was not a budgeted item. This will include drainage, replacement of 100 feet of corroded piping, and check valves.

Amend the resolution below
Motion by: Alderman Masi **Seconded by:** Mayor DeStefano
AYES: Mayor DeStefano, Council President Rodrigues, Alderman Masi
NAYS: None
ABSTAIN: None

A.7010.200
Equipment
Motion by: Alderman Masi **Seconded by:** Mayor DeStefano
AYES: Mayor DeStefano, Council President Rodrigues, Alderman Masi

NAYS: None
ABSTAIN: None

Authorization to Transfer within the Water Budget to cover the cost of repairs to a water main break BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Treasurer to transfer$10,025 , in the following manner,

FROM	*TO*	*AMOUNT*
F.8340.479 *EQUIPMENT RENTAL*	*F.8340.400* *CONTRACTUAL*	*$2,500*
F.8340.200 *EQUIPMENT*	*F.8340.400* *CONTRACTUAL*	*$7,525*

Request a transfer within the 2025 budget lines to cover additional repair help from Boyce Excavating for the Water Main Break on Dolson Ave that took place on November 21, 2025

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

2025 Paramount Budget Transfer Request
Maria Bruni is requesting the following transfers within the 2025 Paramount Budget.

From	*Amount*	*To*
A.7010.200 *Equipment*	*$15,000.00*	*A.7010.800* *City Sponsored Events*
A.7010.200 *Equipment*	*$5,000.00*	*A.7010.400* *Contractual*
A.7010.470 *Repairs to Building*	*$3,000.00*	*A.7010.400* *Contractual*
A.7010.200 *Equipment*	*$3,500.00*	*A. 7010.448* *Promoters & Sponsors*

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

Request a $2,643 Budget Transfer for City Code Updates

BE IT RESOLVED*, that the* ***Board of Estimate and Apportionment*** *and authorizes the the Treasurer to transfer $2,643 in the following manner, for City Code Updates through General*

Code.

FROM	***AMOUNT***	***TO***
A.1010.405 – Channel 20	*$2,643.00*	*A.1010.400 – Contractual Services*

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

Request a $852 Budget Transfer for EZ Pass TagsBE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Treasurer to transfer $852, in the following manner, for EZ Pass Tags

FROM	*TO*	*AMOUNT*
A.1010.405 – Channel 20	*A.1010.480 Office Expense*	*$852*

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

Request a $2000 Budget Transfer within the City Clerk's BudgetBE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Treasurer to transfer $2000, with in the City Clerk's 2025 budget in the following manner, for end of year expenses.

FROM	*TO*	*AMOUNT*
A.1010.401	*A.1010.480 Office Expense*	*$2000*

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

Request for OECD Budget transfer
Maria Bruni is requesting budget transfer within the 2025 Community Development Department.

FROM	***AMOUNT***	***TO***
CD.8686.418 Auto Expense	*$315.00*	*CD.8686.479 Equipment Rental*
CD.8686.418 Auto Expense Related	*$500.00*	*CD.8686.456 Program Income*

Motion by: Alderman Masi **Seconded by:** Council President Rodrigues
AYES: Mayor DeStefano, Council President Rodrigues, Alderman Masi

NAYS: None
ABSTAIN: None

Request for OECD Budget transfer applied to Small Business Loan Program.
Maria Bruni is requesting budget transfer/budget adjustment within the Community Development Department.

FROM	*AMOUNT*	*TO*
CD Fund Balance	*$8,709.22*	*8686.457 SBL Public Service*

This funding transfer will be applied to the Small Business Loan Program. This is Community Development funding that comes back to us from Small Business Loan Repayments.

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

Request to transfer funds within the 2025 police budget for the purchase of cameras at Wolslayer Field
Dear Mayor DeStefano and Members of the Board of Estimate,
I am requesting that the City of Middletown Common Council approve the following transfers requests within our 2025 budget lines:

From	*Amount*	*To*
A.3120.100 Personal Services	*$50,673.94*	*A.3120.200 Equipment*

For the purchase and installation of security and surveillance measures for Wolslayer Field.

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

Water/Sewer/Lawn Maintenance Adjustment

5-7 Broad Street Water/Sewer

Tabled 30,000

3 Royce Ave - Water/Sewer

Motion by: Alderman Masi **Seconded by:** Council President Rodrigues
AYES: Mayor DeStefano, Council President Rodrigues, Alderman Masi

NAYS: None
ABSTAIN: NoneReduced to 30,000

Adjournment
4:40 PM
Motion by: Alderman Masi **Seconded by:** Council President Rodrigues
AYES: Mayor DeStefano, Council President Rodrigues, Alderman Masi
NAYS: None
ABSTAIN: None