



**CITY OF MIDDLETOWN
BOARD OF ESTIMATE AND APPORTIONMENT AGENDA
JULY 30, 2026 - 4:00 PM**

1. ROLL CALL
2. APPROVAL OF MINUTES
 - 2.1. Accept the Minutes of **7/16/2026**
3. NEW BUSINESS
 - 3.1. Bid Opening: Senior Center Renovations

- 3.2. Authorization to approve an increase for two Permanent Part-Time Employees.

Requesting to increase the rate of pay for the following part-time permanent employees:

Christina Flynn, Part - time Clerk, Clerk's Office, increase to \$18/hr

Donna Masci, Part-time Clerk, Mayor's Office, increase to \$18/hr

The proposed salary increase reflects the employee's years of dedicated service and brings the position's compensation more in line with comparable market rates per recommendation of the City Treasurer.

- 3.3. Authorization to approve a Budget transfer within the Fire Department Budget.

The Fire Department respectfully requests the Board of Estimate recommend and the Common Council approve a resolution to transfer the following monies in the 2026 Fire Department Operating Budget:

FROM	AMOUNT	TO
A.3410.440	\$ 10,448.	A.3410.200
Repairs to Equipment		Other Equipment
To replace Thermal Imaging Camera		

The two thermal cameras are currently unreliable.

4. WATER/SEWER/LAWN MAINTENANCE ADJUSTMENT
5. ADJOURNMENT



**CITY OF MIDDLETOWN
BOARD OF ESTIMATE AND APPORTIONMENT MINUTES
JULY 16, 2026**

Roll Call

Present: Mayor DeStefano, Council President Rodrigues, Alderman Masi

Absent: Present: Mayor DeStefano, Alderman Masi

Absent: Council President Rodrigues

Approval of Minutes

Accept the Minutes of 07/02/2026 and 07/07/2026

Motion by: Alderman Masi **Seconded by:** Mayor DeStefano

AYES: Mayor DeStefano, Alderman Masi

NAYS: None

ABSTAIN: None

New Business

Requesting a Resolution to Enter into an Amended Agreement with Permitium for the Licensing Director Portal to Begin Online Dog Registrations and Renewals

The City Clerk respectfully requests authorization for the Mayor to execute an amended agreement with Permitium to implement its License Director platform for dog licensing and renewals. The City has successfully utilized Permitium for vital records since 2022 and has been extremely satisfied with its products and customer service. The new platform will modernize the City's dog licensing program by allowing residents to register and renew licenses online, providing automated renewal and rabies vaccination reminders, improving compliance with licensing requirements, reducing paper and postage costs, and allowing unlimited staff users without additional licensing fees. There is no cost to the City to implement or use the service; residents choosing to complete transactions online will pay a technology convenience fee charged directly by Permitium, while in-person transactions at City Hall will continue to be available at no additional cost.

Motion by: Mayor DeStefano **Seconded by:** Alderman Masi

AYES: Council President Rodrigues

NAYS: None

ABSTAIN: None

Approval to accept STOP DWI second period enforcement

The City entered into an Inter-Municipal Agreement with the County of Orange and approved by the Common Council in March 2026, for STOP DWI funding.

We were notified that the second enforcement period funding has been awarded in the amount of \$9,000. Request to accept the funds to be deposited into revenue line A.3333. These funds will be expensed from A.3141.103 through Stop DWI overtime entries

Motion by: Alderman Masi **Seconded by:** Council President Rodrigues

AYES: Mayor DeStefano

NAYS: None

ABSTAIN: None

Approval to accept Skoufis/National Night Out Grant Funding for 2027

The City of Middletown Police Department has been awarded \$10,000 sponsored by Senator Skoufis' office. The funding will be used for operating expenses for our National Night Out Against Crime event for 2027.

Requesting to have a resolution prepared allowing us to accept this funding to be deposited into account A.3334, and increase, A.3146.932, the DCJS/Skoufis expense grant line for use in 2027

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

AYES: Alderman Masi

NAYS: None

ABSTAIN: None

Approval to Apply for Grant funds through Consolidated Funding Application (CFA) for Paramount Theatre Roof

The City of Middletown desires to apply for financial assistance through the 2026 Consolidated Funding Application (CFA) under the Environmental Protection Fund: Parks, Preservation and Heritage Grants; and the Homes and Community Renewal Main Street Program.

The City will be requesting funding to replace two roofs at the Paramount Theatre: The large roof over the auditorium/stage and the metal roof over the backstage area.

The grant application requires that the applicant obtain the approval and endorsement of the governing body of the municipality that is applying for funding.

Seeking authorization for the Mayor to sign as the sole signatory, any and all necessary documents required pertaining to the Consolidated Funding Application and for approval of the submission for grant.

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

AYES: Alderman Masi

NAYS: None

ABSTAIN: None

Authorization to approve the Harry Rotolo proposal for fire alarm service at the new Court House

BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes an agreement with Harry F. Rotolo & Son's requesting approval of the new contract for monthly Fire Alarm Services at

the Courthouse on 25 South Street. The fee for Fire Alarm Service is \$39.00 a month with a 4% increase every year.

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: Council President Rodrigues

NAYS: None

ABSTAIN: None

Authorization to approve a budget transfer within the Fire DepartmentBE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Treasurer to transfer 10,448, in the following manner,

<i>FROM</i>	<i>TO</i>	<i>AMOUNT</i>
<i>A.3410.440</i>	<i>\$10,448</i>	<i>A.3410.200</i>
<i>Repairs to Equipment</i>		<i>Other Equipment</i>

To replace Thermal Imaging Camera.

Motion to table

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

AYES: Alderman Masi

NAYS: None

ABSTAIN: None

Water/Sewer/Lawn Maintenance Adjustment

Adjournment

Motion by: Council President Rodrigues **Seconded by:** Alderman Masi

AYES: Mayor DeStefano

NAYS: None

ABSTAIN: None

81 East Main Street
Middletown, NY 10940
www.MiddletownFireDept.com



Phone: 845-344-5003
Fax: 845-344-5031
Facebook.com/MiddletownFireDepartment

July 14,2026

Board of Estimate
City of Middletown
16 James Street
Middletown, NY 10940

The Fire Department respectfully requests the Board of Estimate recommend and the Common Council approve a resolution to transfer the following monies in the 2026 Fire Department Operating Budget:

FROM	AMOUNT	TO
A.3410.440 Repairs to Equipment	\$ 10,448.	A.3410.200 Other Equipment
To replace Thermal Imaging Camera		

Sincerely,

Bob Brady
Fire Chief

Robert Brady, Fire Chief
Randy MacLean, 1st Asst. Chief • Nick Elia, 2nd Asst. Chief • Kevin Predmore,Sr., 3rd Asst. Chief
Andrew Green, Secretary, William R. Kelder, Treasurer
Monhagen Eagle Excelsior McQuoid Phoenix Ontario Waalkill IAFF Local 1027