



**CITY OF MIDDLETOWN
BOARD OF ESTIMATE AND APPORTIONMENT AGENDA
AUGUST 14, 2026 - 4:00 PM**

1. ROLL CALL

2. APPROVAL OF MINUTES

2.1. Accept the Minutes of 7/30/2026

3. NEW BUSINESS

3.1. Approval to accept donations for National Night Out Against Crime

The City received the donations listed below from local businesses supporting our National Night Out Against Crime. Requesting permission to accept these donations into the Police Donation budget line A.2705.06.

Furthermore, request to increase the A.3120.501 community expense line by the same amount.

Friends of Janet Sutherland \$250
Piccolo Cucina \$250
Todd Lyons Paving \$250
First Federal Savings of Middletown \$1000
Olde Erie Brew Pub & Grille \$250
Hoffman Lodge \$250
Johnny's Auto Service \$250
Amber's Sub Show \$250
Star Paint & Body Work \$750
Oran Pachter DMD PC \$250

Total \$3750

3.2. Authorization to approve an MOU with HONOR

BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes an memorandum of Understanding between HONOR and the City of Middletown Police Department.

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

The agreement is to improve youth safety through coordinating services.

3.3. Authorization for the Mayor to sign OUBOCES Agreement

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 Mayor to sign the agreement with OUBOCES ESL to utilize the Recreation Campus for intake classes.

3.4. Accept donation from Old Skewl Sports

BE IT RESOLVED; that the Common Council of the City of Middletown, NY, concurs with the Board of Estimate and Apportionment and accepts a \$330 donation from Old Skewl Sports to be utilized for Summer Camp Scholarships; and

BE IT FURTHER RESOLVED, that the City Treasurer is hereby authorized and directed to increase budget line A.2705.07 - Summer Camp Scholarships by \$330.

3.5. Authorization for the Mayor to sign an agreement with Orange County.

BE IT RESOLVED that the Board of Estimate and Apportionment authorizes an agreement with the County of Orange for senior transportation services beginning July 1, 2026, and ending December 31, 2026.

WHEREAS, the County of Orange will compensate the City of Middletown for services performed during the agreed-upon dates not to exceed the cost of \$37,185.00.

BE IT RESOLVED that the Board of Estimate and Apportionment, authorizes the Mayor to sign the agreement and accept the funding.

BE IT FURTHER RESOLVED that the Mayor and Treasurer are hereby authorized to execute any and all necessary agreements, amendments, contracts and Requests for Funding related thereto on behalf of the City of Middletown.

3.6. Request for a Resolution Authorizing a \$428 Budget Transfer for NYCOM Fall Training Academy Registration for Alderman Gomez

BE IT RESOLVED, that the Common Council of the City of Middletown hereby authorizes the following budget transfer in the amount of **\$428** for the registration of Alderman Gomez to attend the New York Conference of Mayors (NYCOM) Fall Training Academy:

From Account	To Account	Amount
A.1010.400 – Contractual Services	A.1010.433 – Personnel Training	\$428

3.7. Authorization to establish the starting salary for the accountant's position at \$72,116

Authorization to set the starting salary for the newly created Accountant position in

the Finance Department at \$72,116. The position will be filled by Marsha Vitulli. This role was established to strengthen internal controls, improve operational efficiency, and provide appropriate checks and balances within the department. Marsha brings extensive knowledge and experience across multiple functions of the Finance Department, giving her a strong understanding of its processes and operations. Her experience, institutional knowledge, and proven capabilities make her an excellent fit for this position.

- 3.8. Authorization to approve a General Fund balance transfer toward the Fitness Court Studio Project.

Requesting to help in construction of the fitness pad at Maple Hill Park. The City contracted with GMC Constructions SVCS Inc. to do the work based on Orange County Bid/Contract. Proposals were obtained from contractor which included additional payment for fill material and steel reinforcing per county bid that were not quantified at that time.

Final Pad construction cost was \$118,578.57. \$59,250.00 was available on the line.

BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Treasurer to transfer \$59,329, in the following manner,

FROM	TO	AMOUNT
GENERAL FUND BALANCE	H.7110.214 FITNESS COURT STUDIO	\$59,329

- 3.9. Request to combine three parcel lots

See attachment.

- 3.10. Request to offer Sale of Ingrassia Rd to the City of Middletown for the expansion of the Heritage Trail

See attachment.

- 3.11. Request to Purchase of 40 Lake Ave

See attachment.

- 3.12. Authorization the Transfer within the 2026 City Budget

BE IT RESOLVED; that the Board of Estimate and Apportionment authorizes the Treasurer to transfer \$2,000, in the following manner,

FROM	TO	AMOUNT
A.1990.991 Appraisal of Property	A.3162.900 Tax Sale Expense	\$2,000

To cover the cost of the
Tax Lien Sale

3.13. Request to Waive Property Tax Penalty for 40 Dolson Ave

See attachment

3.14. Request to update the Credit Card Policy

Requesting to update the Credit Card Policy to increase the monthly limit to \$4,000 for the Director of Economic and Community Development in Section 2 Authorization. Currently, the volume of usage stated to exceed the limit per month.

4. WATER/SEWER/LAWN MAINTENANCE ADJUSTMENT

5. ADJOURNMENT