

**Board of Finance Special Meeting
Tuesday, October 18, 2022, 7:00 pm
Via Webex And In Person in the First Floor Conference Room
Independence Hall
725 Old Post Road, Fairfield, CT**

A recording of this meeting can be found here: https://www.youtube.com/watch?v=96w_SRVUNPQ.

FINAL MINUTES

MEMBERS PRESENT: Chair Lori Charlton, Vice-Chair John Mitola, Secretary Sheila Marmion, Craig Curley, Mary LeClerc, Kevin Starke, Jack Testani, James Walsh

MEMBERS ABSENT: Christopher DeWitt

OTHERS PRESENT: First Selectwoman Brenda Kupchick, CFO Jared Schmitt, Assistant DPW Director John Cottell, WPCA Project Manager Christine Pacelli, Chief of Staff Jackie Bertolone, Controller Caitlin Bosse, Budget Director Frank Magneri, Director of Operations for Fairfield Public Schools (FPS) Angelus Papageorge, Pullman & Comley, LLC Attorney Michael Andreana, Director of Parks & Recreation Anthony Calabrese, Director of Economic & Community Development Mark Barnhart, Stratfield Village Association President Jamie McCusker, Director of Human Resources Cathleen Simpson, Director of Human & Social Services Julie DeMarco, Fairfield Police Captain Ed Weihe, Fairfield Police Detective Beth Leetch, BOE Liaison to BOF Jeff Peterson

1) CALL TO ORDER

Chairwoman Lori Charlton called the meeting to order at 7:00 pm.

2) PLEDGE OF ALLEGIANCE

Chairwoman Charlton led the Pledge of Allegiance.

3) PUBLIC COMMENT – AGENDA ITEMS 4 – 10

Chairwoman Charlton opened up the meeting to the public and asked those on Webex to let her know through the Chat option, if they wanted to make comments on Items 4-10. There was one person who wished to comment on Item 10.

4) To hear, consider and approve a recommendation from the Board of Selectmen to approve additional funding of up to \$300,000 from the WPCA fund balance for the design of the Center Street Pump Station including the force main (*requires RTM approval*)

Vice-Chair John Mitola made a motion to put Item 4 before the board. Mary LeClerc seconded the motion.

CFO Jared Schmitt said both Items 4 & 5 are for pump stations. He said the funds for both projects will come from the WPCA Fund Balance. He said the WPCA is trying to combine these projects to get the design work done together and then go out for construction. Jack Testani asked about the WPCA Fund Balance amount left after these projects. Mr. Schmitt said there will be \$12.7 million left in the Fund. He said there is another pump station that has already been approved. He said once the projects for the three are “shovel ready” they will be eligible for MetroCOG grant funding

for construction. He said the estimated costs for construction will be \$8 million for Center Street, \$5 million for South Pine Creek and \$5 million for Fairfield Beach Road. (FBR design already approved). Mr. Schmitt said they do not anticipate construction before 2025 as design will take approximately 18 months.

The motion carried unanimously.

- 5) To hear, consider and approve a recommendation from the Board of Selectmen to approve additional funding of up to \$300,000 from the WPCA fund balance for the design of the South Pine Creek Pump Station and force main (*requires RTM approval*)

Vice-Chair Mitola made a motion to put Item 5 before the Board. Mr. Testani seconded the motion.

Sheila Marmion asked if the Town was at risk for having the pumps fail. WPCA Project Manager Christine Pacelli said the pumps are functioning and the Town is keeping them going. Assistant DPW Director John Cottell said he will get back to Ms. Marmion as to the cost to keep the pumps functioning properly.

The motion carried unanimously.

- 6) To hear, consider and adopt a bond resolution entitled, “A Resolution Appropriating \$3,481,757 for the cost of roof replacement projects at Sherman Elementary School and Riverfield Elementary School and authorizing the issuance of bonds to finance such appropriation” as recommend by the Board of Selectmen (*requires RTM approval*)

Mr. Testani made a motion to bring Item 6 before the Board. Mary LeClerc seconded the motion.

Both Director of Operations for Fairfield Public Schools (FPS) Angelus Papageorge and BOE Liaison to the BOF Jeff Peterson presented this item. They said these items are being put ahead of schedule because the Governor has put out a grant for \$150 million to improve indoor air quality in schools. They said in order to apply for this grant, the item will need to be approved to be able to be eligible for State approval in December. They said the bids would then go out in January to have the work done during the summer. Ms. LeClerc started a discussion about the roofs and the need to fix one school over the other as well as the whole maintenance process. While the resolution was being read before the vote, Chairwoman Charlton realized the amount on the agenda, which is correct, was different than the amount in the backup which showed the amount of \$3,489,757 which was incorrect as Holland Hill had been removed from this funding request.

The motion carried unanimously.

- 7) **NON-RECURRING CAPITAL – 20 YEARS**
To hear, consider and adopt a bond resolution amending and restating a resolution entitled, “A resolution appropriating \$3,717,899 for the costs of certain nonrecurring capital projects and authorizing the issuance of bonds to finance such appropriation” to increase the appropriation and bond authorization by \$100,000 to a total of \$3,817,899. (*pending BOS approval on 10/17/22 and requires RTM approval*)

Vice-Chair Mitola made a motion to put Item 7 before the Board. Ms. Marmion seconded the motion.

Director of Parks and Recreation Anthony Calabrese presented this item. He said this project was originally approved last February 2022, but when it went out to bid, the two bids received came back \$100,000 over the original estimated cost due to inflation and supply chain issues. Mr. Walsh suggested waiting on this project because the cost was too much. Mr. Calabrese said the lights were installed in 1989 and might not be able to be fixed if they were to break. He said the tennis company that currently occupies the space does not want to pay toward the cost of the lights. Craig Curley stated his support of this item. Mr. Calabrese said the Town currently spends approximately \$15,000 on maintenance on the lights now. There was a discussion about the type of maintenance done and waiting for the prices of steel to come down to do the project.

The motion failed 1-7-0 (Curley in favor).

- 8) To hear, consider and adopt a resolution entitled, “A resolution appropriating \$24,800,000 for the costs related to uses of Coronavirus state fiscal recovery fund and the Coronavirus local fiscal recovery fund specified in Exhibit A*,” To reduce the appropriation to \$22,640,000 and revise certain uses of funds in the project list as reflected in the attached amended Exhibit A*. *(pending BOS approval on 10/17/22 and requires RTM approval)*
**Exhibit A can be found in the backup.*

Ms. Marmion made a motion to put Item 8 before the Board. Mr. Walsh seconded the motion.

CFO Schmitt presented this item. He said the Stratfield Village project increased substantially over the original estimate. He said when ARPA funding was passed last year, there were items that were not approved and it created extra funds, but the money was not reallocated. Mr. Schmitt said there was \$2.4 million related to a fiber optic network for the Town. He said the bids came in much higher than was anticipated and he wanted to de-authorize the funds allocated to this project. Mr. Schmitt said the Town would like to use some of the funds for projects that are coming in higher and he used the Stratfield Village project as an example. Director of Community and Economic Development Mark Barnhart was present to answer questions. Vice-Chair Mitola referred to Exhibit A and the figures on that document. There was a discussion about the projects on the list including the Stratfield Village project and the Fiber Optic network. *(The full discussion is on the recording).*

The motion carried 5-3-0 (LeClerc, Testani, Walsh opposed).

- 9) To hear, consider and act upon a resolution approving the transfer of Fiscal Year 2021-2022 Revenue Surplus as recommended by the Board of Selectmen:

WHEREAS, the Town of Fairfield (“the Town”) is ending the 2021-2022 Fiscal Year with an approximate \$12,000,000 operating fund surplus (“the Surplus”); and

WHEREAS, \$3.6 million of the Surplus amount is related to actual expenditures that were less than the amount of expenditures budgeted (“Spending Surplus”); and

WHEREAS, \$8,400,000 of the Surplus amount is related to actual revenue receipts that exceeded the amount of budgeted revenue (“Revenue Surplus”); and

WHEREAS, the Town continues to be confronted with the impact of fill pile contamination and related costs, which are projected to greatly exceed the amount of the Revenue Surplus; and

RESOLVED, that, the Town hereby authorizes, approves and directs the transfer of the Fiscal Year 2021-2022 Revenue Surplus to the Fill Pile Remediation account as follows:

Increase:	Current Year Levy	\$ 2,000,000	01080-40000
Increase:	Prior Year Levy	\$ 3,000,000	01080-40010
Increase:	Interest on Delinquent Taxes	\$ 2,500,000	01080-40020
Increase:	Town Clerk-Conveyance	\$ 900,000	01001-42312
Increase:	Transfers Out-CNR- Remed Acct	\$ 8,400,000	01011010-58950

(requires RTM approval)

Vice-Chair Mitola made a motion to put Item 9 before the Board. Mr. Testani seconded the motion.

Chairwoman Charlton explained that when there's surplus from revenue at the end of the Town's fiscal year, the mechanism to spend or designate that surplus involves amending the original budget to increase the funding amount of surplus and appropriating the surplus amount. This requires approval from the three town bodies that approved the original budget. Therefore, this is why this is being voted on separately from the original surplus.

CFO Schmitt said there are two components to this resolution – the spending surplus and revenue surplus. The Board focused on the revenue surplus of \$8.4 million which Mr. Schmitt said is to be used toward Penfield's remediation and construction. He said that although the costs are not finalized, the Town would need to bond \$6.8 million in the future for the estimated Penfield proposal.

The motion carried unanimously.

- 10) To hear, consider and act upon a request from the Chief Fiscal Officer to approve re-appropriations and transfers of surplus from the fiscal year ending June 30, 2022.

Vice-Chair Mitola made a motion to put Item 10 before the Board. Mr. Testani seconded the motion.

Controller Caitlin Bosse went through the process of the excess funds and transfers and re-appropriations. Some departments were present to explain what they are asking to be funded:

- Full-Time Social Worker – Police Department
Both Captain Ed Weihe and Detective Beth Leetch explained the urgent need for a Social Worker working with the Police and at the Police Station.

Public Comment: Loretta Jay – Rolling Ridge Road – She said she fully supports a Social Worker in the Police Department and asked for support from the BOF.

- Paralegal, Labor Relations Specialist – Human Resources
Director of Human Resources Cathleen Simpson explained the need for the two positions listed and that they are very understaffed in her department.
- Seasonal payroll only – Registrar of Voters

Budget Director Frank Magneri presented this and said this was for the seasonal payroll only.

The motion carried unanimously.

11) To hear, consider and act upon any communications

Chairwoman Charlton said there will be a BOF Budget Committee meeting on 11/1/22. She said there will also be a Capital Plan working group meeting which will be open for the public on 11/10/22.

12) Adjourn

Ms. Marmion made a motion to adjourn the meeting at 11:15 pm. Ms. LeClerc seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien
Recording Secretary