

**Board of Finance Public Budget Hearing #3**  
**Tuesday, March 14, 2023, 7:30 pm**  
**Via Webex & In Person @**  
**Fire Training Center - Classroom C (112)**  
**205 Richard White Way, Fairfield, CT 06824**

A recording of this meeting can be found here: [BOF Budget #3 3.14.2023.](#)

FINAL MINUTES

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

OTHERS PRESENT: Chief Building Official Pat Mahoney, DPW Interim Director John Marsilio, DPW Assistant Director John Cottell, CFO Jared Schmitt, Budget Director Frank Magneri, WPCA Vice-Chair Joe D'Avanzo, Parks and Recreation Director Anthony Calabrese, FairTV, Members of the public

1. Call to Order  
Chairwoman Lori Charlton called the meeting to order at 7:30 pm.
2. Pledge of Allegiance  
Chairwoman Charlton led the Pledge of Allegiance.
3. Public Comment: 2 minutes per comment  
There was no public comment.
4. Discussion on the Following Budgets:  
Craig Curley made a motion to bring Item 4 before the BOF. Chris DeWitt seconded the motion.

Public Works

5050 Building – Building Official Pat Mahoney

Revenue is on page 11 of budget book. Mr. Mahoney said he is anticipating revenue will be slightly lower next year. He said universities have dorms on the list, but they won't be like what the school has built this past year. Expenses are on page 162. Mr. Mahoney said payroll is up due to the THEA/PETA contracts. He said OT increased due to contract increases. He said IT software is up mostly due to licensing. Budget Director Frank Magneri said he will send Chairwoman Charlton information for backup.

6070 Solid Waste and Recycling – DPW Assistant Director John Cottell

Revenue is on page 19. Mr. Cottell said revenue is somewhat flat. He said rates are going up and the tip fees are flat. He said charges have been flat for almost 10 years. Mr. Cottell said the recycling rebate is gone and it costs more to dump recycling. There was a discussion about pricing. Mr. Cottell said he will research fees in surrounding towns. Expenses are on page 182.

Mr. Cottell said there is an increase in Fees & Professional Services that is tied to CPI contracted property services. He said operations of the Transfer Station are tied to CPI also. Mr. Cottell said OT is also up. There was a discussion about that and the increases.

5011 Public Works Administration – DPW Interim Director John Marsilio  
Expenses are on page 153. Mr. Marsilio said salary and OT are up, but the rest of the budget is flat. He said Fees & Professional Services are up. Mr. Magneri said he will follow up with Munis information.

5030 Public Works Operations - DPW Interim Director John Marsilio  
Mr. Marsilio said Fees & Professional Services are up again due to salary increases, elevator services and inspections. He said there are increased rates for electricity and natural gas. He said communications increased due to new GPS equipment, radio maintenance and cell phones for managers. He said other increases include Special Department Supplies, Clothing/Dry Goods, and OT (contract increases). There was also a discussion about paving and the plan for FY24.

4070 Street Lighting - DPW Interim Director John Marsilio  
Expenses are on page 143. Mr. Marsilio said all lights have been replaced. He said some new lights were added around town.

13013010 WPCA – CFO Jared Schmitt, Budget Director Frank Magneri, and WPCA Vice-Chair Joe D’Avanzo  
This is a self-supporting account on page 227. The presenters said revenue will not go up 26% as reflected in the budget book. They said the Town has made accounting changes. There was a discussion about current user fees, sewer permits and waste collection. The presenters said FY24 revenue is \$7.6 million and expenses are up in Payroll, OT, Fees & Professional Services. The discussion continued.

Culture and Recreation – Parks and Recreation Director Anthony Calabrese

7030 Penfield Pavilion Complex  
Revenue is on page 17. Budget Director Frank Magneri said Mr. Calabrese submitted additional backup (pgs. 47-48) for revenue should the Town decide to open Penfield Pavilion this summer. He said the assumption was that the Pavilion would be closed, and the revenue was based only on the Jacky Durrell Pavilion. There was a discussion regarding potential rental situations at Penfield Pavilion if it opens as there would be limited time as to availability. The Board also discussed what kind of functions could be booked on short notice. Mr. Calabrese said the concessionaire is ready to open the concession for the season. He said it all depends on whether the RTM approves the funding for Penfield repair. Mr. Calabrese said that overall, expenses which can be found on page 195 are going down. He said there are events at Jacky Durrell so there will be a need for PT seasonal staff and parking attendants. He said utilities decreased slightly.

7050 Parks and Recreation  
Mr. Calabrese said this includes swim lessons, programs, miscellaneous parks, the Tennis Center contract, and field rentals. He said he is not sure about revenue for Burr Mansion. He said events are booked for July, August and September.

Mr. Calabrese suggested creating a separate line for Burr Mansion and have it be it's own cost/support center. He said the RTM is considering a new noise ordinance which, if passed, would create problems with bookings as there currently weddings that need to be held outside due to space. There was a discussion about current revenue from Burr and the \$1 million cost of renovations done to Burr and what the plans are if the administration moves offices into the second floor there. Expenses are on page 200. Mr. Calabrese said regular payroll increased due to the THEA contract settlement. He said Social Security, Fees & Professional Services, the Sherman Green concert series and Fireworks all increased as well as maintenance and repair of buildings and grounds.

7070, 7090 Waterfront and Marina

Mr. Calabrese said revenue includes beach stickers, beach parking and concessions. Expenses are on page 203. He said seasonal payroll for parking attendants and lifeguards increased as the minimum wage increased. He said there is a postage increase for mailing out beach stickers purchased online. He said here was an overall decrease in the Marina budget due to an accounting change for PT Payroll put into the Special Police Budget. He said all other marina expenses are level.

7080 Parks

Expenses are on page 205. Parks was separated out of DPW in 2021. Mr. Calabrese said all employees are in either the DPW union or PETA. He said there are increases in contracts as well as Contracted Property Services for the athletic field maintenance and islands in town.

7111 Carl Dickman Par 3 Golf Course

Mr. Calabrese said revenue increased in cart rentals and greens fees slightly increased. He said expenses up due to union wages, maintenance and equipment, fertilizers and pesticides.

7113 H. Smith Richardson Golf Course

Mr. Calabrese said season passes are flat. He said rates were raised for play. He said the Golf Commission would like to explore taking out rental lockers from the cart barn as they are not being used. Mr. Calabrese said the Commission would like to replace them with two golf simulators. He said there's a possible partnership with the concessionaire that's still being explored, but it will bring revenue in the off season. Mr. Calabrese said expenses include new golf carts. He said Capital Outlay is in the backup documents for a new vehicle for the Golf Course, a bed knife grinder and a multi-seat shuttle cart for transportation to the driving range for instruction and teams. James Walsh and Kevin Starke requested information regarding the arrangement for outside business for the Golf Pro and revenue from his programs.

5. Adjourn

Chairwoman Charlton made a motion to adjourn. Vice-Chair John Mitola seconded the motion which carried unanimously. The meeting adjourned at 11:34 pm.

Respectfully submitted,

Pru O'Brien, Recording Secretary