

**Board of Finance Public Budget Hearing #1**  
**Wednesday, March 6, 2024, 7:30 pm**  
**Via Webex And In Person at the**  
**BOE Offices, Room 295 A/B**  
**501 Kings Highway East, Fairfield, CT**

A recording of this meeting can be found here: [BOF Budget Hearing #1 3/6/2024.](#)

Backup documents can be found here: [BOF Budget #1 Backup Packet.](#)

**DRAFT MINUTES**

MEMBERS PRESENT: Chairwoman Lori Charlton, Vice Chair John Mitola, Secretary Craig Curley, Shane Pendley, Mary LeClerc, Amy Ruggiero, Kevin Starke, Jack Testani, James Walsh

OTHERS PRESENT: First Selectman Bill Gerber, Interim CFO David Becker, Budget Director Frank Magneri, Tax Collector Dave Kluczowski, IT Director Dave Kelley, Town Librarian Scott Jarzombek, Health Director Sands Cleary, Human and Social Services Director Julie DeMarco, 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  
Jack Testani led the Pledge of Allegiance.
- 3) Q&A on Summary Budget Presentation by First Selectman  
First Selectman Bill Gerber gave his Town Budget presentation. He said his goal is to make this a better run Town. The full presentation is part of the meeting recording and begins on page three of the meeting backup packet. There was a discussion about the Flood Resiliency Program and Army Corps of Engineers plan. It will not be going forward, but a plan is being put together to get a master design for resiliency for the Fairfield coastline and the Rooster River. Discussions also continued regarding hiring a full-time ECC Director and inefficiencies in HR programs.
- 4) Discussion on the Following Budgets:  
Administrative & General:  
1010 First Selectman's Office – pages 36-39 - \$621,796 First Selectman Bill Gerber
  - Adding Communications Director
  - Taking out the CAO position and creating Operations Director. The job description is in draft form.
  - Payroll for 1050 (page 49) Administrative Services part-time payroll \$124,020 was moved into First Selectman's Office and 1050 Administrative Services part-time payroll will go to zero.

Finance:

3090 Tax Collector – pages 116-121- \$673,957 Tax Collector - Dave Kluczowski

- Expenses increase due to contractual step increases in unions. Printing and postage minimal cost increases.
- Maintenance contracts for Cashier's receipt printers.
- Printing – tax bills, statements and tax books.

3110 Information Technology – pages 122-127 - \$2,380,551 IT Director Dave Kelley

- Upgrades to some software – adobe
- Event monitoring system – proactive alert systems
- Discussion about Munis modules that can help some departments, but they are not utilizing.
- \$30,000 added to invest in help systems for the Town.

### Health

6010 Health – pages 187-192 - \$3,684,602 Health Director Sands Cleary

- Requesting 2 PT nurses for new school. There is no budget increase as they will be temporary - possibly 1-2 years. Transfer Seasonal Flu to part-time Misc. Health- Special Revenue Fund.
- Nurses active contract increase
- Increase in Training and Travel

### Human and Social Services

6050 Human and Social Services – pages 193-197 - \$826,708 Human & Social Services Director Julie DeMarco

- Revenue – Class and membership adjusted down for winter classes.
- Expenses – decrease in Fees & Professional Services – one time instruction
- Increase to cover rate of pay change.
- Regular payroll up due to contractual increases.

### Culture and Recreation:

7010 Library – Main pages 203-209- \$2,993,459 Town Librarian Scott Jarzombek

7011 Library - Fairfield Woods Branch pages 210-212 \$1,156,398 Town Librarian Jarzombek

- Library trending up in usage, visits, programs, and checkouts.
- Highlights for 2025-secure additional resources, expand programming, national benchmarking and re-evaluate approach to fines.
- 41134-Borrowit – revenue increase due to non-resident borrowers.
- 42378-Misc expense increase due to public printing
- 42205-Library Fines – decrease due to re-evaluation of late fees.
- 42511-Room Rentals-decrease in rentals but considering raising rental fees.
- Adding Teen Librarian to benefit teen services and won't have to go between libraries.
- 56130-Fairfield Woods cleaning do to increase in usage.
- 56180-increase due to demand of early literacy materials as well as e-books.

There was a discussion on other expenses for both libraries.

Finance:

3010 Expense

Due to the time, Chairwoman Charlton moved Finance expenses to go before the BOF the same night as the regular Finance budget review.

5) Adjourn

Jack Testani made a motion to adjourn. Craig Curley seconded the motion which carried unanimously.

The meeting adjourned at 11:53 pm.

Respectfully submitted,

Pru O'Brien  
Recording Secretary