

**Board of Finance Budget Deliberative Session**  
**Monday, March 31, 2025, 7:00 pm**  
**Via Zoom &**  
**Conference Room 102, Fire Training Center**  
**205 Richard White Way, Fairfield, CT**

A recording of this meeting can be found here: [BOF Budget Deliberations 3/31/25](#).

Backup materials can be found here: [Backup Packet 3/31/25](#).

**DRAFT MINUTES**

MEMBERS PRESENT: Chair Lori Charlton, Vice-Chair John Mitola, Secretary Craig Curley, Mary LeClerc, Jim Meyers, Shane Pendley, Amy Ruggiero, Kevin Starke, James Walsh

OTHERS PRESENT: Police Chief Robert Kalamaras, Deputy Police Chief Eddie Weihe, Parks & Recreation Director Anthony Calabrese, FairTV, members of the public

- 1) Call to Order / Roll Call  
Chairwoman Lori Charlton called the meeting to order at 7:19 pm.
- 2) Pledge of Allegiance  
Chairwoman Charlton led the Pledge of Allegiance.
- 3) Budget Deliberative Session: Discussion of budget follow-up items and recommended budget adjustments (*No Public Comment Will Be Taken For This Item*)
  - Follow-up regarding Camera Review – Automated Enforcement – Traffic Cameras in school zones.  
Police Chief Robert Kalamaras and Deputy Police Chief Eddie Weihe presented information regarding the traffic cameras. Chief Kalamaras thinks his original estimate of revenue might be conservative after looking at other towns that use the same system. The cameras are a mechanism to reduce collisions and vulnerability to drivers and walkers, specifically students. Six school zones have been approved by the Office of State Traffic Administration. Nine more have been sent for approval. Once all 15 are approved, six will go up first through the chosen vendor.  
  
First violations - \$65.00, Second violations - \$90.00.  
  
There was a discussion about expenses associated with this project as well as the process of who issues tickets and where payment is sent. Chief Kalamaras will get numbers of accidents or pedestrians hit in these zones within the last three years.
  - Parking Authority – The Parking Department will be part of Town Operations. Any expenses funded as existing cash balance of Parking will be transferred for transparency. This will be part of the budget and revenue/expenses will be trackable. There was a discussion about why the Town has decided to take control of the Parking Authority. The Parking Authority budget was reviewed.

- Parks & Recreation – Parks & Recreation Director Anthony Calabrese was asked about his potential new position as Community Services Director to which he deferred the answer to the administration. COO David Becker addressed the issue.
- Lease Revenue – A Child's Garden – term ends May 2026
- Interest Income Allocations to WPCA – There was a discussion about interest and investments. \$624,000 will be transferred to the WPCA in 2026 to make the projected WPCA fund balance \$15,000,000. Investment income is tracking to budget amount.
- Insurance Premium Quote: There is a final estimate. BOS lowered the budget by \$1 million by getting lower quotes for Insurance. Original budget book was \$15 million and the quote by Cigna is \$14 million. There was a discussion about insurance expenses.
- First Selectman Changes: Information about what was cut from initial budget. Capital equipment that falls below the bond threshold of \$150,000 per piece of equipment. COO Becker went over some of the items that are priority and will stay on the list of purchases.
- Changes FY25 vs FY26: Changes for current employees that fall under new departments. A draft job description for Risk Manager was sent to Chairwoman Charlton by HR Director Cathleen Simpson. Chairwoman Charlton read the email and the potential salary for the position.
- Headcount Changes: There is a summary in the backup, but it has been reviewed at other meetings. There are 8.8 new positions between five new officers, a part-timer going to full-time and adding a Risk Manager. The benefit cost for the part-time to full-time position will be emailed to the BOS. There was a discussion about positions in the Registrars of Voters and Finance Departments. New budget pages for Finance and Registrars of Voters with new headcounts and positions.
- Town Clerk: John Mitola and Jim Walsh investigated Town Clerk salaries and said that Fairfield's is low. Mr. Mitola went over the salaries around the surrounding towns. They will increase the salary to \$127,000 and give the Town Clerk another increase next year based on her 29 years of experience.

Mr. Mitola made a motion to increase the Town Clerk's salary for FY26 to \$127,000 and increase the salary in FY27 by \$5,000 to \$132,000. Chairwoman Charlton seconded the motion which carried unanimously.

There were other items discussed including the BOE budget and its insurance as well as Lane Change program numbers. Follow-up items from Finance were requested to be sent by the end of the business day tomorrow ahead of the vote on Wednesday evening.

#### 4) Adjourn

Amy Ruggiero made a motion to adjourn. Craig Curley seconded the motion which carried unanimously.

The meeting adjourned at 10:37 pm.

Respectfully submitted,

Pru O'Brien  
Recording Secretary