

**BOARD OF SELECTMEN MEETING**  
**Monday, January 3, 2022**  
**4:00 pm**  
**Via Webex**

**FINAL MINUTES**

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=-Wo0Pry5Zcw>

**MEMBERS PRESENT:** First Selectwoman Brenda L. Kupchick, Selectman Thomas Flynn, Selectwoman Nancy Lefkowitz

**OTHERS PRESENT:** Human and Social Services Director Julie DeMarco, Alder Crocker, Patricia Donohue, Adrienne Hoffmann, Ronald Piccolo, Karen Roseman, Daniel Van Horne, Jim Brown, Jason Li, Project Manager from Colliers Project Leaders, Mark Schweitzer, Town Attorney James Baldwin, Attorney Douglas Varga

1) **CALL TO ORDER**

First Selectwoman Kupchick called the meeting to order at 4:00 pm.

2) **PLEDGE OF ALLEGIANCE**

First Selectwoman Kupchick led the Pledge of Allegiance.

3) **MINUTES**

To consider and act upon the minutes of December 6, 2021 and December 7, 2021

Selectman Flynn made a motion to approve the minutes of December 6, 2021 and December 7, 2021 as written. Selectwoman Lefkowitz seconded the motion which carried unanimously.

4) **RESIGNATIONS** (*for information only*)

**Conservation Commission**

i. Jennifer Hauhuth (D) 1260 Merritt Street, term 11/19-11/24  
(Resignation Date: December 8, 2021)

ii. Charles A. Rowan (U) 8 Philemon Street, term 11/17-11/22  
(Resignation Date: January 1, 2022)

First Selectwoman Kupchick thanked Jennifer Hauhuth and Charles Rowan for their service on the Conservation Commission. First Selectwoman Kupchick said Ms. Hauhuth stepped up during a difficult time and was helpful in hiring a new Conservation Director. Selectman Flynn and Selectwoman Lefkowitz also thanked Ms. Hauhuth and Mr. Rowan.

5) **APPOINTMENTS**

To hear, consider and act upon the following appointments:

**Fairfield Commission on disAbilities**

a) Alder H. Crocker (R) 171 Carlynn Drive, term 01/22-01/25

b) Patricia Donohue (R) 1333 Congress Street, term 01/22-01/25

c) Shannon G. Goodchild (U) 72 Whitewood Drive, term 01/22-01/25

d) Adrienne P. Hoffmann (U) 176 Homefair Drive, term 01/22-01/25

- e) Ronald L. Piccolo (R) 625 Bronson Road, term 01/22-01/25
- f) Karen L. Roseman (D) 1472 Melville Avenue, term 01/22-01/25
- g) Daniel A. Van Horne (R) 44 Wakeman Road, term 01/22-01/25

First Selectwoman Kupchick said this is a new, temporary commission which is why the term length is the same (three years) for each member, but if this commission becomes permanent, the BOS will consider staggering terms as other commissions do. She said terms will begin this month. Selectman Flynn said he likes that this commission's terms begin in January because there are so many terms that begin in November.

Selectwoman Lefkowitz made a motion to just read the names of the appointees. Selectman Flynn seconded the motion which carried unanimously.

Selectman Flynn made a motion to approve Item 5 a-g as appointees to the Fairfield Commission on disAbilities. Selectwoman Lefkowitz seconded the motion which carried unanimously.

First Selectwoman Kupchick along with Selectman Flynn and Selectwoman Lefkowitz thanked the appointees for stepping up to serve on this very important commission and wished them the best of luck.

6) **FIRST SELECTWOMAN APPOINTMENTS**

Employees Retirement Board (*requires RTM approval*)

James B. Brown (R) 90 Ross Hill Road, term 11/21-11/26

(to replace Scott H. Pollack (U) who did not want to be reappointed)

First Selectwoman Kupchick said this item is for information only although it does require RTM approval. She said Jim Brown is the former BOF Chair. First Selectwoman Kupchick said Mr. Brown will be a great addition to this board given his BOF experience and background. Both Selectman Flynn and Selectwoman Lefkowitz thanked Mr. Brown for his service and wished him all the best on this board.

Mr. Brown said after finishing 12 years on the BOF, he decided he wanted to keep serving the Town. He said he is looking forward to joining the board and working with the other members.

7) **HOLLAND HILL ELEMENTARY SCHOOL BUILDING COMMITTEE**

To hear a final project summary from the Holland Hill Elementary School Building Committee on the upgrading and renovation of the school and to hear, consider and act upon the disbandment of the Holland Hill Elementary School Building Committee

Chair Jason Li gave the BOS an update and was joined by Mark Schweitzer, the Project Manager from Colliers Project Leaders. Mr. Li said the Holland Hill Elementary School building is complete and the BOE has accepted this project. Mr. Li reviewed all the upgrades and improvements made to the school and offered to give the BOS a tour. Selectman Flynn asked about the financials of the project and if the supply chain issues due to the pandemic caused delays with this project.

Mr. Li explained that the work had already been done prior to any COVID problems. Mr. Li also said the work was completed under budget with \$115,000 unspent. Mr. Li said the BOE accepted the building as it has been completed. Mr. Li said the late Tom Quinn and Harry Ackley both served on this building committee and recognized their excellent work. Selectman Flynn suggested having a plaque placed at the school honoring them. Mr. Li said there is a memorial garden that was established for Mr. Quinn and Mr. Ackley. Selectwoman Lefkowitz said she appreciated Mr. Li for stepping in Mr. Quinn's place and she also thanked the Committee. First Selectwoman Kupchick recognized Mr. Quinn and Mr. Ackley and thanked Mr. Li and the Committee for its hard work.

Selectman Flynn made a motion to disband the Holland Hill Elementary School Building Committee. Selectwoman Lefkowitz seconded the motion which carried unanimously.

8) **FIRST SELECTWOMAN**

To approve budget meeting dates for Calendar Year 2022 (meetings will be held via Webex):

a) Board of Selectmen Public Budget Hearing Dates:

February	23 Wednesday	10:00 am
February	24 Thursday	10:00 am

b) Board of Selectmen Final Budget Deliberations & Vote - Public Executive Session:

February	28 Monday	10:00 am
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Selectwoman Lefkowitz made a motion to approve Item 8a-b. Selectman Flynn seconded the motion which carried unanimously.

9) To consider and act upon tax refunds as recommended by the Tax Collector in the amount of \$63,386.30

Selectwoman Lefkowitz made a motion to approve Item 9. Selectman Flynn seconded the motion which carried unanimously.

10) To hear, consider and act upon any other business which shall properly come before this meeting

• COVID Test Kit Distribution

First Selectwoman Kupchick announced that yesterday, the Town distributed about 7200 test kits at Roger Ludlowe Middle School to residents. She said 600 kits were given out per hour over a three-hour period supplying 1800 households. She said 2000 kits were put aside for our schools and some emergency personnel. She said the kits were given to Fairfield by the CT Department of Emergency Management and Homeland Security.

First Selectwoman Kupchick said she is very grateful to Fairfield's Community Emergency Response Team, the BOE, and our Fire, Police and Health departments for working with the Emergency Management Team to plan yesterday's test kit distribution over the holiday weekend. She said she sincerely appreciates everyone's efforts especially after the Town had to pivot when the original plan for Thursday was cancelled.

First Selectwoman Kupchick said she is aware that some residents were disappointed Fairfield only received a limited amount of tests to give out. She said she was however encouraged when residents who could have received four tests per car, asked for only two because that was all they needed. She said when and if the State receives more tests for Fairfield to distribute, she will send that information out in a newsletter update.

First Selectwoman Kupchick said for those who were unable to get a test kit yesterday, are symptomatic or have been exposed to a positive case, area pharmacies are getting test kits delivered every day. She said the Yale testing site on Mill Plain Road is also expanding its appointments starting today. She said demand is expected to go down in the near future and the Town will start to see more testing available.

First Selectwoman Kupchick said the Town is experiencing a high rate of transmission, but most who are vaccinated are experiencing only mild symptoms. She said our Health Department continues to advise anyone not feeling well to take the necessary precautions and get vaccinated and boosted! She said to find a nearby location, visit [vaccine.gov](https://www.vaccine.gov).

- Budget Season Underway

First Selectwoman Kupchick said she and her budget team began holding meetings today with departments to review their proposed budgets for the next fiscal year. She said at today's meeting, the Board of Selectmen voted on the dates for discussing and voting on the budget. She said a budget meeting schedule will be posted on the Town Website under Popular Links on the Homepage by the end of this month.

- Fill Pile Update

First Selectwoman Kupchick said that in her continued efforts to provide greater transparency, First Selectwoman Kupchick is holding a virtual presentation for the public to hear an update on the ongoing remediation in Town as a result of the fill pile. She has invited the BOS, BOF and RTM as well as the Town's environmental attorney.

First Selectwoman Kupchick said with many newly elected officials on boards, she thought it would be helpful to provide some context with a little history, where we are, and where we are headed. She said this presentation will also include a financial update of what the Town has spent to date and projections to the best of our ability. She said while site testing continues and remediation is still progressing, the entire issue remains complicated and fluid. She said the presentation will take place on Tuesday, January 18 at 6:00 pm. First Selectwoman Kupchick said the Webex instructions will be included on the special Board of Selectmen meeting agenda that will be published on the Town website the Friday before this meeting.

- Year in Review

In honor of the New Year, First Selectwoman Kupchick said she sent out a 2021 year in review in her newsletter last week to highlight the good work of our Town employees. She said there have been a lot of challenges over the last two years, but we have many new department heads and employees with new vision and energy to improve services to this community. She said a lot of the work goes unnoticed and she wanted to mention it.

First Selectwoman Kupchick said if you haven't read it, you can go on the Town's homepage, [fairfieldct.org](http://fairfieldct.org).

First Selectwoman Kupchick opened up the discussion for public comment, but there was none.

Selectwoman Lefkowitz said she agreed with the First Selectwoman's comments about the hard work that everyone has been doing during the pandemic. She said she knows there is a lot fear and frustration with this pandemic and pointed out that people will have differences of opinion, but we all need to support each other during this difficult time.

Selectwoman Lefkowitz asked First Selectwoman Kupchick about an indoor mask mandate. First Selectwoman Kupchick said she had conversations with the State's Commissioner of Public Health who does not think a mask mandate is necessary at this time. She said she's been following what health officials are saying. She said the Town's contact tracing is not seeing a high transmission rate from stores; it is primarily coming from get-togethers. She said everyone should take necessary precautions to protect themselves and their family. She said she agreed with Selectwoman Lefkowitz that regardless of our differences, we should treat each other with respect. Selectman Flynn agreed and stated that when communicating to someone, it should be done in a more respectful way especially on social media.

11) TOWN ATTORNEY

Executive Session – Pending Litigation – Monroe RE, LLC, et al. vs. Town of Fairfield with Town Attorney James Baldwin

Selectman Flynn made a motion to go into Executive Session at 4:45 pm. Selectwoman Lefkowitz seconded the motion which carried unanimously.

Selectman Flynn made a motion to come out of Executive Session at 5:50 pm. Selectwoman Lefkowitz seconded the motion which carried unanimously.

No votes were taken. There was only an update on the pending litigation.

12) Adjourn

Selectman Flynn made a motion to adjourn at 5:51 pm. Selectwoman Lefkowitz seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien  
Recording Secretary