

BOARD OF SELECTMEN PUBLIC EXECUTIVE BUDGET SESSION
FINAL MINUTES
Monday, February 28, 2022
10:00 am - Via Webex

The Board of Selectmen held a Public Executive Budget Session at 10:00 a.m. on Monday, February 28, 2022 via Webex in Fairfield, CT.

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=n6YxlPE6xxw>

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

OTHERS PRESENT: CFO Jared Schmitt, Budget Director Frank Magneri, Town Attorney James Baldwin

- 1) Call to Order-First Selectwoman Kupchick called the meeting to order at 10:00 am.
- 2) Pledge of Allegiance-First Selectwoman Kupchick led the Pledge of Allegiance.

CFO Jared Schmitt addressed follow-up items the Board had requested during last week's meetings.

- Pension/ADEC- BOE will have to pay only \$505,000 into the Pension/ADEC which is less than what it had budgeted. This is the final report that was accepted by the Joint Retirement Investment Board (JRIB).
- Recreation Revolving Fund- The current balance is \$951,000 of accumulated revenue over time that is spent over time. The account cannot go below \$200,000 by the end of the year. If there is more than \$200,000 at the end of the year, that amount is transferred into the General Fund.
- Senior & Disabled Tax Credit- There is \$4,444,886 in revenue loss due to the credits this year, Based on that number, a higher amount was budgeted for the FY 22-23.
- Police Outside Job Funds- The balance has accumulated. In the past, the money has gone to pay officers on job sites. Selectman Flynn suggested using this as a revolving fund, similar to Parks & Recreation and use the excess funds to acquire new patrol cars. Both Selectman Flynn and Selectwoman Lefkowitz thought a policy should be put in place going forward.
- DPW & Parks- The difference in the budget is broken out by what was done this year in the document sent to the Board. These departments have been separated and in the FY 22-23, each has their own budget.
- Penfield Pavilion- There was a question about staffing level and hours paid. Parks & Recreation Director Anthony Calabrese went through payroll and found savings which will be addressed later in the meeting.
- Insurance Estimates- Property and Liability estimates came from consultants who did not think the amount should change. Premiums will stay as is.
- Historical Cemeteries- The document that was sent regarding the cemetery upkeep shows a budget of \$12,000 for 30 weeks of mowing and there is \$6,000 in the Parks budget for headstones and repairs not related to landscaping. The upkeep is important as this is the history of the Town.

- Legal Services- Budget Director Frank Magneri said he sent the Board a breakdown of the legal expenses.

First Selectwoman Kupchick said based on questions during the budget hearings and follow-up with the Finance department, the administration came up with items to be adjusted in the budget. She said the items will be posted on the website for the public.

Recommended Changes:

- Police Department- The line item for Crossing Guards was moved to the BOE budget per FPD and BOE. It was not taken out of the PD budget, which decreases their budget by \$159,230.
- ECC- The ECC has an independent budget and a line item for the ECC was added in error. This will be a reduction of \$28,639.
- IT- Reduced Capital Outlay in budget from \$75,000 to \$25,000. \$50,000 will need to be added to purchase data storage. This is part of a multi-year plan broken up into 3-4 years. This will be phase one.
- Penfield Pavilion- The part-time payroll was reduced by \$8,085 and the PT Seasonal payroll was reduced by \$25,265. This brought the proposed Parks & Recreation budget down to a 6% increase overall.
- Human Resources- ADA Compliance line for \$1,000 is being taken out of the budget altogether.
- Unemployment Compensation- Reducing this line by \$100,000 based on the run rate and trend of unemployment at the Town.
- Town Clerk- After looking at home sales and other activities, \$50,000 is being added in the revenue line for Recording Fees.

Selectman Flynn made an amendment to adjust the proposed budget for FY 23:

- Dept. 1030, Town Clerk, item 42311 Recording Fees + \$50,000
- Dept. 4030, Police Dept., item 51120 Crossing Guards - \$159,230
- Dept. 4150, ECC, item 58950 General Fund - \$28,639
- Dept. 3110, IT, item 57000 Capital Outlay + \$50,000
- Dept. 7030, Penfield Pavilion, item 51030 PT Seasonal Payroll - \$8,085
Dept. 7030, Penfield Pavilion, item 51070 Seasonal Payroll - \$25,265
- Dept. 1330, Human Resources, item 58819 ADA Compliance - \$1,000
- Dept. 3150, Unemployment, item 52510 Unemployment - \$100,000

Total net reductions = \$272,219

Selectwoman Lefkowitz seconded the amendment which carried unanimously.

Selectwoman Lefkowitz made an amendment to add \$200,000 to Dept. 5030, DPW item 57002, Capital and Asphalt Paving, to bring that total to \$1.2 million.

First Selectwoman Kupchick stated if this is approved, it will reduce the amount in the budget for next year and this is in line with the paving plan.

Selectman Flynn seconded the amendment carried unanimously.

Upon realizing the Board was voting on items that were part of agenda Item 6, the votes had to be withdrawn.

Selectman Flynn made a motion to withdraw the motions and votes regarding adjustments to the FY 23 proposed budget. Selectwoman Lefkowitz seconded the motion which carried unanimously.

Selectwoman Lefkowitz made a motion to move Item 6 to become Item 3 on the agenda. Selectman Flynn seconded the motion. The motion carried unanimously.

3) PUBLIC EXECUTIVE BUDGET SESSION (*no public comment*) (*requires BOF and RTM approval*)

To consider and act upon proposed revenues and appropriations in the amount of \$342,722,874 for the General Fund for the Fiscal Year of July 1, 2022 through June 30, 2023

Selectman Flynn made an amendment to adjust the proposed budget for FY 23:

- Dept. 1030, Town Clerk, item 42311 Recording Fees + \$50,000
- Dept. 4030, Police Dept., item 51120 Crossing Guards - \$159,230
- Dept. 4150, ECC, item 58950 General Fund - \$28,639
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- Dept. 1330, Human Resources, item 58819 ADA Compliance - \$1,000
- Dept. 3150, Unemployment, item 52510 Unemployment - \$100,000

Total net reductions = \$272,219

Selectwoman Lefkowitz seconded the amendment which carried unanimously.

Selectwoman Lefkowitz made an amendment to add \$200,000 to Dept. 5030, DPW item 57002, Capital and Asphalt Paving to bring that total to \$1.2 million. Selectman Flynn seconded the amendment which carried unanimously.

Selectman Flynn made an amendment to increase Dept. 2010, item 58010 Overall Contingency, by \$122,219 to flatten budget and keep it at net zero. He said the Town's union contracts are up for renewal and one of the unions has already filed for arbitration. He said this amount can be used if needed for other contracts.

Selectwoman Lefkowitz questioned the priority of the contracts over the BOE budget and said she is not in support of this as some of the savings taken out of the Town budget were put into the BOE budget from Crossing Guards.

First Selectwoman Kupchick seconded the amendment. The amendment carried 2-1-0 (Selectwoman Lefkowitz opposed).

Selectwoman Lefkowitz made the following amendments which were not seconded:

- to restore \$2 million to the BOE budget
- to add \$330,000 to the BOE

First Selectwoman Kupchick stated the Crossing Guards are always in the BOE budget and it was an accounting error that they were listed in the Police Department budget.

Selectwoman Lefkowitz made an amendment to add \$122,219 to the BOE budget. First Selectwoman Kupchick seconded the amendment for discussion. After the discussion, a vote was taken. The motion failed 1-2-0 (Selectwoman Lefkowitz in favor).

Selectman Flynn made a motion to approve the main motion, as amended, in the amount of \$342,772,874 for the General Fund for FY 23, July 1, 2022, to June 30, 2023. Selectwoman Lefkowitz seconded the motion. The motion carried 2-1-0 (Selectwoman Lefkowitz opposed).

The Board of Selectman thanked everyone involved in the budgets for their hard work. Selectwoman Lefkowitz stated that the overall budget has good things in it and although the BOS may not agree on everything the discussions are important and informative for the public to hear.

4) PUBLIC EXECUTIVE BUDGET SESSION (*no public comment*) (*requires BOF and RTMapproval*)

To consider and act upon proposed revenues and expenditures in the amount of \$6,865,773 for the Water Pollution Control Authority for the Fiscal Year of July 1, 2022 through June 30, 2023

Selectman Flynn made a motion to approve Item 4. Selectwoman Lefkowitz seconded the motion. The motion carried unanimously.

5) PUBLIC EXECUTIVE BUDGET SESSION (*no public comment*) (*requires BOF and RTMapproval*)

To consider and act upon proposed revenues and expenditures in the amount of \$229,066 for the Fairfield Regional Fire Training School for the Fiscal Year of July 1, 2022 through June 30, 2023

Selectman Flynn made a motion to approve Item 5. Selectwoman Lefkowitz seconded the motion. The motion carried unanimously.

6) PUBLIC EXECUTIVE BUDGET SESSION (*no public comment*) (*requires BOF and RTMapproval*)

To consider and act upon proposed revenues and appropriations in the amount of \$3,106,754 for the Emergency Communications Center for the Fiscal Year of July 1, 2022 through June 30, 2023

Selectman Flynn made a motion to approve Item 6. Selectwoman Lefkowitz seconded the motion. The motion carried unanimously.

7) Adjourn

Selectwoman Lefkowitz made a motion to adjourn the meeting at 11:15 am. Selectman Flynn seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien
Recording Secretary