

BOARD OF SELECTMEN SPECIAL MEETING

Tuesday, March 15, 2022

3:30 pm

Via Webex

A recording of this meeting can be found here: https://www.youtube.com/watch?v=Hr8VOD_2_bo.

FINAL MINUTES

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

OTHERS PRESENT: Purchasing Director Gerald Foley, Parks & Recreation Director Anthony Calabrese, Executive Director of Operations FPS Angelus Papageorge, Manager of Construction, Security and Safety FPS Sal Morabito, CFO Jared Schmitt

1) **CALL TO ORDER**

First Selectwoman Kupchick called the meeting to order at 3:30 pm.

2) **PLEDGE OF ALLEGIANCE**

First Selectwoman Kupchick led the Pledge of Allegiance.

3) **PURCHASING AUTHORITY**

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Race Coastal Engineering, Inc for Engineering Services for the preparation of the design and construction documents to facilitate the dredging of Lake Mohegan and for the restoration of the beach area, structures, stairs, sidewalks and concession building that were adversely impacted by Hurricane Ida [RFP file #2021-109] in an amount not to exceed \$63,925.00. Funding for this contract is available in account #22809010-57000-023T6 [FY2023 Capital Non-Recurring Account].

Selectwoman Lefkowitz made a motion to approve Item 3. Selectman Flynn seconded the motion.

Purchasing Director Gerald Foley said this contract is for work that was approved for Lake Mohegan to restore the beach area from damage sustained in Hurricane Ida. He said there was a RFP put out to a short list of design engineer vendors. He said Race Coastal had the best price. Mr. Foley said this company understand the scope and timeline and came in under budget. Selectman Flynn asked about the timeline for this project. Parks and Recreation Director Anthony Calabrese said a RFP for construction will go out next with hopes to open Memorial Day. Town Attorney Jim Baldwin said there was a slight change to the contract and he is satisfied with it. He said the final version is not in the backup packet because it was finalized today.

The motion carried unanimously.

There was no public comment.

Selectwoman Lefkowitz made a motion to waive the reading of the rest of the items. Selectman Flynn seconded the motion. The motion carried unanimously.

4) PURCHASING AUTHORITY

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Silkdown Roofing, Inc. to provide labor, materials, equipment and all else necessary to perform the replacement of the roofing at the Roger Ludlowe Middle School facility, 689 Unquowa Road [per bid #2022-129], for a total amount not to exceed \$3,016,500.00; with additional authority to execute change orders to said contract in an amount not to exceed \$83,500.00; for a combined grand total amount not to exceed \$3,100,000.00. [Funding for this contract is available in Account #22809010-57000-ROOFS – Town Capital Outlay Funds and Account #11-2530-395-560 – Fairfield Public Schools Major Maintenance Project - RLMS].

First Selectwoman Kupchick wanted to speak publicly regarding the Purchasing Department which she said follows very stringent purchasing policies. She said the original roof bids came in over budget and the bid had to go out again. Purchasing processing procedures were discussed. First Selectwoman Kupchick said there is a new Purchasing Policy being worked on with the BOF, the auditor and First Selectwoman Kupchick.

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

Purchasing Director Gerald Foley explained the process that took place for this project which caused the delay in starting. He said this contract was reviewed and approved by Town Attorney Baldwin.

The motion carried unanimously.

There was no public comment.

5) PURCHASING AUTHORITY

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Silver Petrucelli and Associates for Architectural Design for the preparation of the design and construction documents to facilitate toilet room renovations at the Fairfield Ludlowe High School facility [per RFP file #2022-105] in an amount not to exceed \$219,300.00. Funding for this contract is available in account 25808010-57007 – Capital Non-Recurring Account

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

First Selectwoman Kupchick said the proper procedures were followed by the Purchasing Department and the Town Attorney reviewed and approved the contract. Selectman Flynn mentioned that the wording of the item was confusing and asked if the funding was just for the design. Manager of Construction, Safety and Security for Fairfield Public Schools Sal Morabito said the design will cost less. He said every bathroom within the review scope was included.

He said pipes and drainage would need to be tested and depending on results, will re-scope the project. He said the first step is the analysis of what needs to be done and then the school district will move forward with design. He said the project will be done in phases. Selectman Flynn started a discussion about how the project was originally presented to the Town bodies for approval and asked if there is anything else that will need to be done to be sure there is enough money for this project.

The motion carried unanimously.

There was no public comment.

6) **PURCHASING AUTHORITY**

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Sav-Mor Cooling and Heating, Inc. to provide labor, materials, equipment and all else necessary to perform the replacement of rooftop HVAC unit at the Fairfield Warde High School facility, 755 Melville Avenue [per bid #2022-102], for a total amount not to exceed \$1,026,000.00; with additional authority to execute change orders to said contract in an amount not to exceed \$102,600.00; for a combined grand total amount not to exceed \$1,128,600.00. [Funding for this contract is available in Account #22809010-57000-WHSAC - Capital Outlay Funds].

First Selectwoman Kupchick said the proper procedures were followed by the Purchasing Department and the Town Attorney reviewed and approved the contract.

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

Selectman Flynn asked for clarification as to whether items 6 and 7 were both roof replacements. Executive Director of Operations for Fairfield Public Schools Angelus Papageorge said Item 6 is not a replacement of an HVAC unit; air conditioning is proposed to be installed in the FWHS cafeteria.

Selectman Flynn made an amendment to Item 6 to remove the word “replacement” and changing it to “installation”. Selectwoman Lefkowitz seconded the amendment which carried unanimously.

The Resolution now reads:

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Sav-Mor Cooling and Heating, Inc. to provide labor, materials, equipment and all else necessary to perform the installation of rooftop HVAC unit at the Fairfield Warde High School facility, 755 Melville Avenue [per bid #2022-102], for a total amount not to exceed \$1,026,000.00; with additional authority to execute change orders to said contract in an amount not to exceed \$102,600.00; for a combined grand total amount not to exceed \$1,128,600.00. [Funding for this contract is available in Account #22809010-57000-WHSAC - Capital Outlay Funds].

Mr. Papageorge said this project was originally approved two years ago and is now going before the Board due to issues with the contracts.

He said the installation is not delayed as this project had a lot of design work and the design took longer.

The main motion, as amended, carried unanimously.

There was no public comment.

- 7) SUPERINTENDENT OF SCHOOLS (*requires Board of Finance and RTM approval*)
To hear, consider and adopt a bond resolution entitled “A resolution appropriating \$1,094,485 for the costs of the replacement of the HVAC Rooftop Units at Fairfield Warde High School Fitts House and authorizing the issuance of bonds to finance a portion of such appropriation.”

Selectman Flynn made a motion to approve Item 7. Selectwoman Lefkowitz seconded the motion.

Mr. Papageorge said four units were replaced years ago and three more will need replacing. He said one unit has failed and will not be starting this spring. He said this will probably come before the BOS again next year due to supply chain issues. He said the target time is next spring. CFO Jared Schmitt said Bond Counsel drafted the 20-year resolution as the life expectancy of the unit is 30 years.

The motion carried unanimously.

There was no public comment.

- 8) Adjourn
Selectman Flynn made a motion to adjourn the meeting at 4:27 pm. Selectwoman Lefkowitz seconded the motion which carried unanimously.

Respectfully submitted,

Pru O’Brien
Recording Secretary