

BOARD OF SELECTMEN MEETING

Monday, June 20, 2022

4:00 pm

Via Webex

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=mcyUcd5p3KI>.

FINAL MINUTES

MEMBERS PRESENT: First Selectwoman Brenda L. Kupchick, Selectwoman Nancy E. Lefkowitz

MEMBERS ABSENT: Selectman Thomas M. Flynn

OTHERS PRESENT: Erin Harrigan, Kathryn O'Mahony, Aquarian VP of Engineering & Real Estate Dan Lawrence, Purchasing Director Gerald Foley, Executive Director of Operations Fairfield Public Schools, Angelus Papageorge, CFO Jared Schmitt, WPCF Superintendent John Bodie, Community & Economic Development Director Mark Barnhart, Buildings Manager James Ryan, WPCA Vice-Chair Joe D'Avanzo, Pullman & Comley Attorney Michael Andreana, FairTV

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 May 2, 2022, May 4, 2022, May 23, 2022

Selectwoman Lefkowitz made a motion to approve the minutes of 5/2/22, 5/4/2022, 5/23/22 as written. First Selectwoman Kupchick seconded the motion which carried unanimously.

4) APPOINTMENT

Board of Library Trustees

Erin L. Harrigan (D) 90 Henry Street, term 07/22-07/28

(to replace David C. Gray (U) whose term expired)

Selectwoman Lefkowitz made a motion to approve the appointment of Erin L. Harrigan to the Board of Library Trustees. First Selectwoman Kupchick seconded the motion which carried unanimously.

5) FIRST SELECTWOMAN APPOINTMENTS (*for information only*)

Conservation Commission

a) Peter C. Hood (D) 542 Villa Avenue, term 11/17-11/22 - Full Member

(to replace Charles A. Rowan (U) who resigned)

b) Kathryn M. O'Mahony (D) 140 Mill River Road, term 11/19-11/24 - Alternate (to

replace Peter C. Hood (D) who was moved to a full member)

Selectwoman Lefkowitz make a motion to waive the reading of items 6-11. First Selectwoman Kupchick seconded the motion which carried unanimously.

6) **AQUARION WATER COMPANY**

To Hear Aquarion Water Company's Water Supply Update and 2022 Capital Improvements Plan Update

Aquarian VP of Engineering & Real Estate Dan Lawrence shared a presentation on Fairfield's water supply update. The full presentation is in the recording as well as the backup of the meeting documents online.

7) **PURCHASING AUTHORITY**

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Van Zelm Haywood & Shadford, Inc. for engineering design services for the preparation of the design and construction documentation for the replacement of three (3) rooftop HVAC units at Fairfield Warde High School – Fitts House [per RFP #2022-198] in an amount not to exceed \$28,800.00. Funding for this contract is available in 26009010-57000-FY227– Capital Non-recurring account – HVAC Rooftop at FWHS Fitts.

Selectwoman Lefkowitz made a motion to approve Item 7. First Selectwoman Kupchick seconded the motion.

Purchasing Director Gerald Foley said this project has already been approved, but the contract has been reviewed and accepted by Town Attorney James Baldwin. Executive Director of Operations for the Fairfield Public Schools, Angelus Papageorge said there are supply chain issues with equipment and a 40-week lead time. He said the BOE would like to get the design work done so the project can be complete by the next summer break.

The motion carried unanimously.

8) **PURCHASING AUTHORITY**

To hear, consider and authorize the Purchasing Authority to enter into a four (4) year agreement with Milliman, Inc. to provide Pension Administration Services for the Town and the Joint Retirement Investment Board (JRIB), as detailed in RFP #2021-33 for an estimated fiscal yearly cost of \$146,000.00.

Selectwoman Lefkowitz made a motion to approve Item 8. First Selectwoman Kupchick seconded the motion.

Mr. Foley said this item is for authorization to execute a four-year agreement with Milliman for services for the Joint Retirement Investment Board. He said he RFP was delayed from 2021 to 2022. He said the yearly cost is based on retirees so the number could fluctuate.

The motion carried unanimously.

9) PURCHASING AUTHORITY

To hear, consider and authorize the Purchasing Authority to enter into a contract with Loureiro Engineering Associates, Inc. for environmental consulting services related to the East Trunk Sewer Wetland Crossing, based on the hourly rate schedule approved for on-call environmental consulting services awarded on January 30, 2020 under Bid #2020-45 in an amount not to exceed \$12,000. Funding for this contract is available in 13013010-53200 (Fees and Professional Services).

Selectwoman Lefkowitz made a motion to approve Item 9. First Selectwoman Kupchick seconded the motion.

WPCF Superintendent John Bodie said this is for on-call environmental consulting services related to the East Trunk Sewer Wetland Crossing. He said it will require a liaison with the Conservation Commission.

The motion carried unanimously.

10) PURCHASING AUTHORITY

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Streamline Roofing to provide labor, materials, equipment and all else necessary to perform the roof replacement for the salt dome located at the Department of Public Works Yard, 899 Richard White Way [per Bid #2022-202], in an amount not to exceed \$69,999.00. [Account 01005030-54320 Building and Grounds].

Selectwoman Lefkowitz made a motion to approve Item 10. First Selectwoman Kupchick seconded the motion.

Buildings Manager James Ryan this project is for the Salt Dome at the DPW yard. He said the roof is the original roof from 2000. He said Streamline Roofing was the lowest bidder and it has worked on other Town buildings. He said the company has a good working relationship with the Town.

The motion carried unanimously.

11) WATER POLLUTION CONTROL AUTHORITY (*requires BOF and RTM approval*)

To hear, consider and act upon a recommendation from the Water Pollution Control Authority (WPCA) to approve up to \$300,000 from the WPCA fund balance for the design of the Fairfield Beach Road Pump Station and Force Main.

Selectwoman Lefkowitz made a motion to approve Item 11. First Selectwoman Kupchick seconded the motion.

Mr. Bodie said this item is for the Fairfield Beach Road pump station that the WPCA has wanted to replace for some time. He said the design document will give provide the funding amount needed to do the replacement.

The motion carried unanimously.

12) **CHIEF FISCAL OFFICER (*requires BOF and RTM approval*)**

To hear, consider and adopt a bond resolution entitled, “A resolution authorizing the appropriation of \$15,000,000 to refund certain of the Town’s outstanding bonds and authorizing the issuance of refunding bonds to finance such appropriation”.

Selectwoman Lefkowitz made a motion to approve Item 12. First Selectwoman Kupchick seconded the motion.

CFO Jared Schmitt said this item is for the refunding of bonds issued in 2012 and 2014. He said the Town is following advice from the GFOA (Government Finance Officers Association) to make the refund process efficient. He said this is an authorization to move forward and not a mandate now as rates are high.

The motion carried unanimously.

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

Announcements from First Selectwoman Kupchick:

- **FIREWORKS**

First Selectwoman Kupchick said that last week, she sent out an update in her newsletter on the Fairfield fireworks display which she said will be on Saturday, July 2nd (the rain date is Sunday, July 3rd).

First Selectwoman Kupchick said she included in the update, which is also linked on the Town homepage, helpful information from the Fairfield Police Department regarding parking and traffic and the Fire Department regarding firework safety. She said she hopes residents will take some time to read the update so they are fully prepared with information about closures, traffic patterns, and drop-offs. First Selectwoman Kupchick thanked the Town’s emergency personnel who have done a great deal of planning to ensure everyone’s safety. She said the Fireworks will begin just after dark, around 9:15 pm, off a barge off Long Island Sound. She said she will send out a reminder update the week of the fireworks.

- **GIVE UPDATE ON COVID-19**

First Selectwoman Kupchick said she asked the Town’s Health Director for an update and he said since seeing a peak of COVID-19 activity during the third week of May, cases, hospitalizations and deaths have been trending downward.

The Health Director said Fairfield County is currently in the CDC's "Low" community level category with most counties in Connecticut being in the "Medium" category. The Health Director recommends residents follow the CDC guidance, which includes staying up-to-date with vaccinations and getting tested if not feeling well.

First Selectwoman Kupchick said for vaccination locations, there are numerous sites available in Fairfield and nearby as well as there are daily walk-in clinics in many Towns. She said there are currently 10 COVID testing sites in Fairfield under contract to offer no out-of-pocket cost testing to CT residents.

First Selectwoman Kupchick said an update on Penfield Pavilion will be provided when all of the BOS are able to meet together.

Selectwoman Lefkowitz acknowledged the celebration of Juneteenth and said she would like an update on the Racial Equity and Justice Task Force's recommendations on a future agenda. First Selectwoman Kupchick said she posted about Juneteenth on her First Selectwoman page. She said regarding REJTF recommendations, she included the Part-Time Diversity position in her budget which the Board of Finance eliminated which she said wasn't a good thing. First Selectwoman said that starting July 1, the current Human Resources Director is leaving and a new director was just hired. She said HR has not yet had the chance to interview for this position which will utilize ARPA funds due to union contracts and the need for additional staff. She said that hopefully, the department will soon start interviewing.

- 14) To consider and act upon tax refunds as recommended by the Tax Collector in the amount of \$67,143.20

Selectwoman Lefkowitz made a motion to approve Item 14. First Selectwoman Kupchick seconded the motion which carried unanimously.

15) TOWN ATTORNEY

- a) Executive Session – Pending Litigation – Carol Celone vs. Town of Fairfield with Attorney Rick Aiken
- b) Executive Session – Pending Litigation – Thomas Thresher vs. Town of Fairfield with Attorney Rick Aiken
- c) Executive Session – Pending Litigation – Gregory Swindon vs. Town of Fairfield with Attorney Rick Aiken
- d) Executive Session – Pending Litigation – Justin Egan vs. Town of Fairfield with Attorney Catherine L. Creager

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

Selectwoman Lefkowitz made a motion to come out of Executive Session at 5:08 pm. First Selectwoman Kupchick seconded the motion which carried unanimously.

Items 15 a-c:

Selectwoman Lefkowitz made a motion to provide Counsel with the authority on their recommendations which will be subject to the approval of the Administrative Law Judge. First Selectwoman Kupchick seconded the motion which carried unanimously.

Item 15d:

Selectwoman Lefkowitz made a motion to approve the settlement agreement reached by both parties. First Selectwoman Kupchick seconded the motion which carried unanimously.

16) Adjourn

Selectwoman Lefkowitz made a motion to adjourn the meeting at 5:10 pm. First Selectwoman Kupchick seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien
Recording Secretary