

BOARD OF SELECTMEN SPECIAL MEETING DRAFT MINUTES
Monday, May 23, 2022
4:00 pm
Via Webex

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=wFwB2cMJ2Ig>.

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

OTHERS PRESENT: Tim Callahan, Jose Oromi, Purchasing Director Gerald Foley, Conservation Director Tim Bishop, Senior Director of Science and Conservation for the Connecticut Audubon Society Milan Bull, Tucker Fund founder Karen Secrist, WPCA Inspector John Clancy, WPCF Superintendent John Bodie, Parks & Recreation Director Anthony Calabrese, CFO Jared Schmitt, Engineering Manager Bill Hurley, Community and Economic Development Director Mark Barnhart, Affordable Housing Committee Chair Steve Grathwohl, Executive Director of Finance and Business Services, FPS Courtney Leborious, Executive Director of Operations and Processes, Title IX Coordinator Dr. Zakia Parrish, BOE Chair Christine Vitale

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) RESIGNATION (*for information only*)

Bike and Pedestrian Committee

Richard C. Soldano (D) 14 Sterling Street, term 11/20-11/24
(Resignation Date: May 13, 2022)

First Selectwoman Kupchick thanked Mr. Soldano for serving the Town.

4) APPOINTMENTS

Bike and Pedestrian Committee

a) Timothy J. Callahan (U) 66 Jackman Avenue, term 11/20-11/24
(to replace Richard C. Soldano who resigned)

Selectman Flynn made a motion to approve the appointment of Timothy Callahan to the Bike and Pedestrian Committee. Selectwoman Lefkowitz seconded the motion which carried unanimously.

There was no public comment.

b) Jose E. Oromi (R) 211 Lloyd Drive, term 11/18-11/22
(to replace Bruce Prangle who resigned)

Selectman Flynn made a motion to approve the appointment of Jose Oromi to the Bike and Pedestrian Committee. Selectwoman Lefkowitz seconded the motion which carried unanimously.

There was no public comment.

Selectwoman Lefkowitz made a motion to waive the reading of Items 5-12. Selectman Flynn seconded the motion, but asked for a brief explanation of the item. The motion carried unanimously.

5) PURCHASING AUTHORITY

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with RFJ Associates, LLC dba Tomlinson Hawley Patterson for the construction of a bird observation blind structure on Town Open Space land located at 760 Oldfield Road [per Bid #2022-168], for a total amount not to exceed \$31,405.29 [Account #11001230-53200 – Donation Account - Fees and Professional Services]

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

Conservation Director Tim Bishop said this is a parcel of wetlands and the intent is to build a bird viewing structure to use with binoculars. He said he is working with Eagle Scouts and the Tucker Fund which donated \$18,000 to fund this, but the bids came in for more. Mr. Bishop said he asked to use money from the Conservation donation fund. He said the Conservation Commission was consulted as well.

There was a discussion about who oversees the money in the Conservation Fund and the policy regarding how it is spent and when permission from the BOS is required.

Senior Director of Science and Conservation for the Connecticut Audubon Society, Milan Bull, thanked the Tucker Fund for its donation and for all it has done throughout Fairfield. Tucker Fund founder Karen Secrist explained that all money used from the Tucker Fund is donated and it will be having its annual fundraiser in June. Ms. Secrist said she will send the information to First Selectwoman Kupchick to put in the newsletter.

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 Vortex Services, LLC to provide labor, materials, equipment and all else necessary to supply sewer system cleaning, closed circuit television (CCTV) and rehabilitation services [per bid #2022-157], in an amount not to exceed \$162,932.00; with additional authority to execute change orders to said contract in an amount not to exceed \$24,439.80; for a combined grand total amount not to exceed \$187,371.80 . [Account #13013010-54360 – Operating Budget - I/I Correctional Improvements account]

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

WPCF Superintendent John Bodie said this is part of an ongoing I & I that comes out of the WPCA operating budget. He said the project is being done in phases and this request is for Phase four.

The motion carried unanimously.

There was no public comment.

7) PURCHASING AUTHORITY

To hear, consider and authorize the Purchasing Authority to enter into a five (5) year [one (1) dollar buyout] lease with PNC Equipment Finance, LLC for the supply of eighty (80) 2023 E-Z-GO RXV Elite Lithium Battery Powered Golf Carts and two (2) 2023 Cushman Hauler 800X Lithium Battery Powered Utility Carts for the H. Smith Richardson Golf Course Facility [per RFP#2022-142], for a total five (5) year lease amount not to exceed \$895,000.00 [Account #01007113-53310 – Operating Budget - Rental and Storage]

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

Parks & Recreation Director Anthony Calabrese said an RFP went out for 80 golf carts and two utility carts. He said the current carts are at the end of their time. He said this would be a five-year lease and then turn them over. Mr. Calabrese said he realizes this is a lot of money, but this was the lowest bid. He said the golf carts bring in approximately \$300,000 in revenue on a yearly basis and will pay for themselves over the leasing period. Mr. Calabrese said H. Smith Richardson golf course currently has 60 carts and a second lease for an additional 20 carts. He said the lead time on the carts is one year so the current leases will be in effect until the new carts are delivered. There was a discussion about the current leases with Purchasing Director Gerald Foley.

The motion carried unanimously.

There was no public comment.

8) PURCHASING AUTHORITY

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with PKF O'Connor Davies, LLP for annual auditing services [per RFP#2022-123], for the fiscal year 2022 audit period in an annual amount not to exceed \$125,960.00 [Account #01003130-53200 – Operating Budget - Fees and Professional Services]

Selectman Flynn made a motion to approve Item 8. Selectwoman Lefkowitz seconded the motion.

CFO Jared Schmitt said PKF O'Connor Davies was selected by the BOF for auditing services. He said this was the only company to bid which is very common around the State. Mr. Schmitt said PKF O'Connor Davies is the Town's current auditing services company and pricing did go up due to adding the Parking Authority to the audit. He said the Parking Authority will reimburse the Town for the expense. He said this bid will go out again next year.

The motion carried unanimously.

There was no public comment.

9) ENGINEERING MANAGER (*requires BOF and RTM approval*)

To hear consider and act upon a resolution further amending and restating a resolution entitled, "A resolution appropriating \$3,088,000 for the costs associated with construction of berm and pumping station and authorizing the issuance of bonds to finance such appropriation" to

increase the amount of the appropriation to \$10,007,765 and to accept a further state grant in the amount of \$400,000. *(the fully-worded resolution can be found in the backup)*

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

Engineering Manager Bill Hurley said the full resolution is included in the backup. He said the grant will increase by \$400,000 to pay for extra fill quantities and debris that had historic contamination. He said a Connecticut Department of Housing grant will cover the expense 100%.

The motion carried unanimously.

There was no public comment.

10) **ENGINEERING MANAGER *(requires BOF and RTM approval)***

To hear, consider and act upon the following resolution as recommend by the Engineering Manager:

“WHEREAS, Federal monies are available under the Community Development Block Grant - Disaster Recovery Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93-383, as amended; and

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and

WHEREAS, it is desirable and in the public interest that the Town of Fairfield accept from the State \$400,000, one hundred percent (100%) of said funds to be reimbursed by the Connecticut Department of Housing, in order to undertake a Community Development Block Grant-Disaster Recovery - Tranche 2 Project, Fairfield Waste Water Treatment Plant Hardening, and to execute an Assistance Agreement therefore, should one be offered; and

WHEREAS, the funding is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and

NOW, THEREFORE, BE IT RESOLVED, that that First Selectwoman Brenda L. Kupchick be, and hereby is, authorized to accept in the name of and on behalf of the Town of Fairfield, a Grant in the amount of \$400,000 from the Commissioner of the Department of Housing; and

FURTHER RESOLVED, that the First Selectwoman is hereby authorized, on behalf of the Town of Fairfield, to sign and execute any and all necessary documents to secure said grant as well as provide additional information to execute any other documents as may be required by the Commissioner to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered and to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Fairfield.”

Selectwoman Lefkowitz made a motion to approve Item 10. Selectman Flynn seconded the motion.

There was no need for further discussion as Item 10 relates to Item 9.

The motion carried unanimously.

There was no public comment.

11) DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT (*requires RTM approval*)

To hear, consider and act upon the following resolution as recommended by the Director of Community and Economic Development:

RESOLVED, that the applications received under the Neighborhood Assistance Act (NAA) Program are hereby approved, and that the Director of Community and Economic Development is hereby designated as the municipal liaison of the Town of Fairfield for this program.

Selectwoman Lefkowitz made a motion to approve Item 11. Selectman Flynn seconded the motion.

Community and Economic Development Director Mark Barnhart said this program is administered by the Department of Revenue Services. He said the Town solicits and reviews applications and then conducts hearings. He said there are six applications from local businesses and there will be a hearing scheduled. Mr. Barnhart said there is no Town money used for this. He said FTC and Operation Hope are two of the organizations that have applied and have been accepted in the program in the past. He said Fairfield businesses can donate to those organizations and receive small federal tax credits.

The motion carried unanimously.

12) DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT (*requires RTM approval*)

To hear, consider and act upon the following resolution as recommended by the Director of Community and Economic Development:

RESOLVED, that the Program Year 48 (October 1, 2022 – September 30, 2023) Community Development Block Grant (CDBG) Annual Action Plan be and hereby is approved in the amount of \$592,000, which includes entitlement grant funds of \$525,640 and program income of \$66,360; and

FURTHER RESOLVED, that Brenda L. Kupchick, First Selectwoman of the Town of Fairfield, be, and hereby is, authorized to execute any and all necessary documents to facilitate the Town's receipt of these funds and participation in said CDBG Program.

Selectman Flynn made a motion to approve Item 12. Selectwoman Lefkowitz seconded the motion.

Mr. Barnhart explained that the Community Development Block Grant program is part of his department's annual action plan. He said he is Fairfield is considered an entitlement community under HUD which means there is no application process. He said the Town meets at least one of the requirements to provide benefits to persons with low to moderate income. He said there will be hearings and Mr. Barnhart said he will present this to the RTM and then this will go to HUD for approval. Mr. Barnhart said he doesn't know the exact amount that will be received from HUD, but it won't be less than last year's amount of \$525,640. Mr. Barnhart also went on to explain other donations and funding received from HUD.

The motion carried unanimously.

There was no public comment.

13) AFFORDABLE HOUSING COMMITTEE

To hear, consider and endorse the Affordable Housing Committee's Affordable Housing Plan

Selectman Flynn made a motion to approve Item 13. Selectwoman Lefkowitz seconded the motion.

Mr. Barnhart said this plan is more than a year's worth of effort with the Affordable Housing Committee (AHC). He said after its review and hearings, the plan was approved unanimously and is being presented to the BOS. Mr. Barnhart said the State requires the Town to submit an affordable housing plan every five years. AHC Chair Stephen Grathwohl said the Committee's goals are to put a moratorium on CT Statute Sec. 8-30g and diversify Fairfield's housing portfolio for the Town to take control of the Town's own future. Mr. Grathwohl said the Town is lucky to have Mr. Barnhart and Planning Director Jim Wendt. He said AHC is working with the Town Plan and Zoning department to help modify legislation. There was a discussion about more effective goals and the 8-30g Affordable Housing Act.

The motion carried unanimously.

There was no public comment.

14) CHIEF FINANCIAL OFFICER – 20 YEARS

To rescind the following previously adopted motion at the May 2, 2022 Board of Selectmen meeting:

To hear, consider and adopt a bond resolution entitled, "A resolution appropriating \$2,400,000 for the costs of the East Trunk Wetlands Crossing project and authorizing the issuance of bonds to finance such appropriation".

Selectman Flynn made a motion to approve Item 14. Selectwoman Lefkowitz seconded the motion.

CFO Jared Schmitt said Items 14 & 15 are related. He said item 14 is to rescind a motion previously voted on by the BOS because the WPCA Commission had not voted on the resolution.

The motion carried unanimously.

15) WATER POLLUTION CONTROL AUTHORITY - SUPPLEMENTAL RESOLUTION

To rescind the following previously adopted motion at the May 2, 2022 Board of Selectmen meeting:

To hear, consider and act upon the following Resolution:

WHEREAS, the Town of Fairfield (the "Town") has adopted at the request of the Water Pollution Control Authority ("WPCA") a Resolution entitled "A resolution appropriating \$2,400,000 for the costs of the East Trunk Wetlands Crossing project and authorizing the issuance of bonds to finance such appropriation" (the "Resolution"); and

WHEREAS, the Resolution appropriated \$2,400,000 for costs associated with the East Trunk Wetlands Crossing Project (the "Project") and authorized the issuance of bonds (the "Bonds"); and

WHEREAS, while the Town is liable for the debt service on the Bonds, for internal accounting purposes, it is appropriate that the costs of the Project including debt service on the Bonds

(the "Costs") be allocated to the WPCA; and

WHEREAS, the Town's WPCA has agreed to pay for the costs of the Project and the debt service on the Bonds authorized by the Resolution.

BE IT HEREBY RESOLVED, That the debt service on the Bonds as it becomes due shall be paid by the WPCA from its own funds and the obligation of the WPCA shall be set forth in a memorandum of understanding with the Town satisfactory to the Board of Selectmen.

Selectman Flynn made a motion to approve Item 13. Selectwoman Lefkowitz seconded the motion.

This Item was discussed with Item 14.

The motion carried unanimously.

There was no public comment.

16) BOARD OF EDUCATION

To hear an update from the BOE on enrollment projections and financial projections for the current fiscal year

Executive Director of Operations and Processes, Title IX Coordinator Dr. Zakia Parrish went through the current enrollment numbers. She said the numbers are updated every week. She said as of May 23rd, there were 148 fewer students enrolled than projected, but enrollment has been increasing. Dr. Parrish said there is usually a surge in July and August from residents moving to town or children starting kindergarten. There was a discussion about the numbers this year and what has been projected for next year.

Selectman Flynn asked about the \$500,000 surplus and if that money will be paid to the Town. Executive Director of Finance and Business Services Courtney LeBorious said the surplus was created by higher than anticipated employee attrition and vacancies. She said she will update this in the fourth-quarter report.

17) To consider and act upon tax refunds as recommended by the Tax Collector in the amount of \$70,680.54

Selectwoman Lefkowitz made a motion to approve Item 17. Selectman Flynn seconded the motion. The motion carried unanimously.

There was no public comment.

First Selectwoman Kupchick went through the Memorial Day weekend schedule of Town events. Selectwoman Lefkowitz asked for a COVID update at the next BOS meeting.

18) Adjourn

Selectman Flynn made a motion to adjourn the meeting at 5:48 pm. Selectwoman Lefkowitz seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien
Recording Secretary

BOARD OF SELECTMEN SPECIAL MEETING
Monday, June 13, 2022
4:00 pm
Via Webex

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

DRAFT MINUTES

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

MEMBERS ABSENT: Selectwoman Nancy Lefkowitz

OTHERS PRESENT: Purchasing Director Gerald Foley, Community and Economic Development Director Mark Barnhart, IT Director Dave Kelley. Health Director Sands Cleary, Fire Chief Denis McCarthy, Deputy Fire Chief Kyran Dunn, Police Chief Robert Kalamaras, Police Captain Antonio Granata, Parks & Recreation Director Anthony Calabrese, Manager of Construction, Security and Safety for Fairfield Public Schools Sal Morabito, Engineering Manager Bill Hurley, Chief of Staff Jackie Bertolone, Town Attorney James Baldwin, Buildings Manager James Ryan, FairTV

1) **CALL TO ORDER**

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

2) **PLEDGE OF ALLEGIANCE**

First Selectwoman led the Pledge of Allegiance.

3) **PURCHASING AUTHORITY**

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Resource Services, Inc to perform demolition services work at 244 Greenfield Street [per Bid #2022-165], for a total amount not to exceed \$25,000.00; with additional authority to execute change orders to said contract in an amount not to exceed \$2,500.00; for a combined grand total amount not to exceed \$27,500.00. [Account #15501350-58800-59147 – Community Development Block Grant – Misc. Expenses – Demolition of 244 Greenfield Street].

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

Community and Economic Development Director Mark Barnhart said the Town purchased this property for affordable housing. He said all items have been reviewed by the Town Attorney and Purchasing Director. Mr. Barnhart said this contract is to demolish the property on Greenfield Street that was purchased and use it for Affordable Housing. He said this is being funded through Community Development Block Grant dollars. Selectman Flynn asked for a report on all Affordable Housing items that have been purchased in the last year. Mr. Barnhart said he will send him an update.

The motion carried unanimously.

Selectman Flynn made a motion to waive the reading of the remaining terms and to just give a summary of them. First Selectwoman Kupchick seconded the motion which carried unanimously.

4) **PURCHASING AUTHORITY**

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Revize LLC d/b/a Revize Software Systems for the Redesign, Development, Implementation and Hosting of the Town's Website [per RFP #2022-85] in an amount not to exceed \$61,300.00. Funding for this contract is available in account #01001350-57000 – Capital Outlay and account #01003110-53200 – Software Maintenance & Support.

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

Chief of Staff Jackie Bertolone explained the RFP process and how Revize was chosen. She said this new design will be much more user-friendly than the current website for both the departments and the public. Ms. Bertolone said this should be in place by the end of the year, but hopefully sooner.

The motion carried unanimously.

5) **HEALTH DIRECTOR**

To hear, consider and act upon the following resolution as recommended by the Director of Health: *(voted unanimously by BOF on 06/07/22 & requires RTM approval)*

“RESOLVED, that the Director of Health requests an increase in the estimated revenue for State Grants in the amount of \$252,155.11 to cover the cost of Fairfield's continued efforts to further Fairfield Health Department’s response to COVID-19 and other emerging infections; and

FURTHER RESOLVED, that the First Selectwoman is authorized to make, execute, and approve on behalf of the Town of Fairfield, any and all contracts or amendments thereof with the State of Connecticut Department of Public Health (DPH) to conduct activities described in the Epidemiology and Laboratory Capacity Enhancing Detection Cooperative Agreement with an anticipated contract period of March 1, 2022 – February 29, 2024. These costs are 100% reimbursable.”

First Selectwoman Kupchick suggested approving 5 & 6 together as they are both for the Health Department and are related.

Selectman Flynn made a motion to approve Items 5 & 6. First Selectwoman Kupchick seconded the motion.

Health Director Sands Cleary said there are two grants. He said one is for \$252,155.11 from the Federal Government for ongoing COVID activities. He said the next grant is for \$50,000 to be used over the next six month; it is a RISE Grant for recruitment and preparedness training for the Fairfield Medical Reserve Corps (MRC). Mr. Cleary said part of the funding will go toward staff hours and the rest will go toward paying for vests, lab coats, an ID machine and supplies.

Mr. Cleary said the Fairfield MRC has 294 members who help with public emergencies. He said that during COVID, volunteers worked at the clinics along side staff. He said they put in thousands of hours. Mr. Cleary said any time there is an expanded need, the MRC helps. First Selectwoman Kupchick said that the Town could not have made it through COVID without the FMRC.

The motion for both Items 5 & 6 carried unanimously.

6) HEALTH DIRECTOR

To hear, consider and act upon the following resolution as recommended by the Director of Health: *(voted unanimously by BOF on 06/07/22 & requires RTM approval)*

“RESOLVED, that the Director of Health requests an increase in the estimated revenue for Federal Grants in the amount of \$50,000 to cover the cost of Fairfield's continued efforts to further develop the Fairfield Medical Reserve Corps (FMRC) and to continue to promote the integration of the MRC unit into the local public health and emergency response system; and FURTHER RESOLVED, that the First Selectwoman, is authorized to make, execute, and approve on behalf of the Town of Fairfield, any and all contracts or amendments thereof with the National Association of County and City Health Officials (NACCHO) to conduct activities described in the NACCHO-MRC RISE Award with an anticipated contract period of May 1, 2022 – December 21, 2022. These costs are 100% reimbursable.”

Please refer to Item 5 above.

7) PURCHASING AUTHORITY

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Bismark Construction Company Inc. to perform bathroom renovations at Fire Station #2 located at 600 Jennings Road [per Bid #2022-54], for a total amount not to exceed \$272,000.00; with additional authority to execute change orders to said contract in an amount not to exceed \$27,200.00; for a combined grand total amount not to exceed \$299,200.00. [Account #22809010 57000 021TA – Capital Account (20 Year) – Fire Station Rehabilitation and Account #14501010 59996 81024 - ARPA Funds – Fire Station Rehabilitation].

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

Fire Chief Denis McCarthy said Fire Station #2 has 50 year-old bathrooms. He said they need to be ADA-compliant and now, with two female Firefighters at that station, a woman's bathroom is needed. Chief McCarthy said he realizes that the cost is high and it was the lowest bid. He said the costs are higher due to COVID and supply issues. He said the renovations are urgent.

The motion carried unanimously.

8) PURCHASING AUTHORITY

To hear, consider and authorize the Purchasing Authority to enter into the proposed two (2) year contract with Off Duty Management for the Administrative Management Services

regarding the scheduling, invoicing, payment collection, and any other administrative tasks associated with extra duty job detail assignment for the Police Department, [per RFP #2022-156]. With the initial contract being effective 08/01/2022 through 07/31/2024, with two (2) one-year optional renewal periods, effective 08/01/2024 thru 07/31/2026. Funding for this contract is available in account 12204030-53200 [Outside Job Special Revenue Fund – Fees and Professional Services].

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

Police Captain Antonio Granata said this company will monitor the efficiency of outside jobs. He said the Police Department is currently involved in all aspects of the hiring of outside jobs and it is all done over the phone. He said it is hard to track accountability that way. Captain Granata said Off Duty Management (ODM) will handle everything, including invoicing and collecting the money. He said the Police union is on board with hiring ODM. There was a discussion about current fees the department charges. CFO Jared Schmitt said he will email Selectman Flynn a report of what has been collected. Town Attorney James Baldwin mentioned there were changes in the contract to make it more relevant to this item.

The motion carried unanimously.

9) **PURCHASING AUTHORITY**

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Landtech for design services for the preparation of the design and construction documentation for the Roger Ludlowe Middle School turf field conversion with lights. [per RFP file #2022-174] in an amount not to exceed \$73,225.00. Funding for this contract is available in Fund 260.

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

Parks and Recreation Director Anthony Calabrese said he doesn't have much to add as this has been before the Board of Selectmen before. He said the request is for design services and next month, it will go out to bid for design and after that for construction. Mr. Calabrese said the goal is to have the field ready for Spring of 2023. Town Attorney James Baldwin said the contract had some technical changes which will be corrected.

The motion carried unanimously.

10) **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 the two (2) boilers at the Burr Elementary School [per RFP #2022-196] in an amount not to exceed \$25,900.00. Funding for this contract is available in 22809010-57000-023B1 – Capital Non-recurring account – Boiler Burner Replacement – Burr Elementary School.

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

Manager of Construction, Security and Safety for Fairfield Public Schools, Sal Morabito, said it is time to replace the boilers at Burr Elementary School. He said Van Zelm won the bid to contract and he would like to get this approved as soon as possible so work can get started. Mr. Morabito said there was a formal solicitation with submittals from multiple companies. He said Van Zelm had the best fee.

The motion carried unanimously.

11) PURCHASING AUTHORITY

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with RACE Coastal Engineering for Engineering Design Services for the preparation of the design and construction documents to repair the Perry Green Bulkhead Culvert [per RFP file #2022-176] in an amount not to exceed \$126,640.00. Funding for this contract is available in account 14501010-59996-81023 – ARPA Funds – Perry Green Bulkhead.

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

Engineering Manager Bill Hurley said this has been discussed for a long time. He said it is ARPA-funded. He said the Perry Green Bulkhead is located in Southport adjacent to the Pequot Yacht Club on Harbor Road. Mr. Hurley said the total funds will cover phases 1,2,4 & 5. He said Phase 3 has been removed. Mr. Hurley said he is recommending RACE Coastal Engineering be awarded the contract as the low bidder.

The motion carried unanimously.

12) PURCHASING AUTHORITY

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with All Electric Construction & Communication, LLC to design, build, supply & install of new electric vehicle (EV) charging stations for Sullivan Independence Hall. [per RFP #2022-77], for a total amount not to exceed \$209,710.00; with additional authority to execute change orders to said contract in an amount not to exceed \$20,971.00; for a combined grand total amount not to exceed \$230,681.00. [Account #14501010-59996-81016 – ARPA Funds – Electric Car Charging Stations].

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

Buildings Manager James Ryan said this project is also ARPA funded. He said the Electric Vehicle chargers are for the electric cars that will replace the older Crown Victoria vehicles used by the Town. Mr. Ryan said the chargers will not be accessible to the public as there will be a code to use them. He said they will only be used by Town employees. Mr. Ryan said it will take 40 weeks to get the transformers.

He said he is working with UI to see if it can be done sooner. He said DPW can start making the trench and other things to prep for the transformer.

The motion carried unanimously.

13) Adjourn

Selectman Flynn made a motion to adjourn the meeting at 5:01 pm. First Selectwoman Kupchick seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien
Recording Secretary

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>.

DRAFT 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

BOARD OF SELECTMEN SPECIAL MEETING DRAFT MINUTES
Monday, June 27, 2022
4:00 pm
Via Webex/Phone

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=1K3834sDK8k>.

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

OTHERS PRESENT: Attorney Steve Mednick, Charter Revision Commission (CRC) Chair Bryan Cafferelli, CRC Vice-Chair Chris Brogan, CRC Secretary Marlene Battista, CRC Commissioner John Mitola, CRC Commissioner John Wynne, CRC Commissioner Pamela Iacono, Town Attorney Jim Baldwin, Chief Administrative Officer Tom Bremer, 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. PRESENTATION FROM CHARTER REVISION COMMISSION, WORKSHOP AND DELIBERATION - Charter Revision Commission (CRC) Leadership and Attorney Steven Mednick, Counsel to the CRC, will report on the CRC Report and Recommendations for initial Board consideration, review, deliberation and action.

First Selectwoman Kupchick thanked the public for sending emails and participating in CRC meetings for the last nine months. She also thanked the CRC members for their work as well as CRC Counsel/Attorney Steve Mednick and Town Attorney Jim Baldwin. First Selectwoman Kupchick said copies of the presentations being made at today's meeting are posted online.

CRC Chair Bryan Cafferelli made a presentation on the Charter Revision Commission's recommended Charter revisions to the BOS. He gave an overview and introduced members. Mr. Cafferelli reviewed and discussed the executive summary of the CRC results. He discussed supporting appendices such as the Transmittal Letter and Charter Overview and Charter sections.

Attorney Steve Mednick then went through his presentation which included all of the CRC's recommended changes to the current Town Charter; he went through each article of the Charter. Selectwoman Lefkowitz said she appreciated the work that went into this and had previously expressed concern with the makeup of the Commission. She said she asked early on for a preamble statement in the new Charter. She said the civility clause doesn't include a statement of who we are and where we want to go. She said she wants the new Charter to acknowledge a statement on equity and racial inclusion. Selectwoman Lefkowitz said she has 30 pages of notes and questions regarding many aspects of the recommended Charter revisions.

A lengthy discussion ensued regarding the size of the RTM (Article III). Selectman Flynn asked Chairman Cafferelli to address the size of the RTM; why the Commission came to the conclusion it did and the thought process behind that decision; and what benefits the Committee saw to that conclusion versus leaving it the way it is in terms of size.

Selectman Flynn asked why the Committee thought 30 was the right number for the RTM. He said he didn't know the RTM didn't vote on its own size which he said he doesn't agree with as it should be set by the Charter.

CRC Commissioner Pamela Iacono said decreasing the number of RTM members would increase accountability, allow residents to know their representatives and would be easier to engage in richer dialog at the RTM meetings. Selectwoman Lefkowitz stated for the record that she is opposed to decreasing the membership of the RTM to 30 members. She asked for data regarding the Committee's rationale on reducing the size of the RTM.

First Selectwoman Kupchick said she served on the RTM when there were 50 members. She said our community always felt it could reach out to its local government. She said it might be more intimate for a Town administration to work with smaller body and benefits to that. She said she saw no significant change to how our town operates when the RTM was reduced from 50 to 40. Selectwoman Lefkowitz suggested that the two other Selectpersons be named ex-officio, non-voting members of the RTM in the revised Charter to which Attorney Mednick suggested the BOS make this suggestion to the CRC.

Selectman Flynn said he needed to leave the meeting at 6:30 pm due to a work obligation. The Selectmen had a lengthy discussion on Article IV – Board of Selectpersons and First Selectperson that included review of contracts. Selectman Flynn said he wants to see consistency on BOS and First Selectperson appointments. The Selectmen then discussed Article VI, Appointed Officers and Boards and Commissions. They also reviewed Articles VII-VIII, Appointed Officers and Appointed Boards, Commissions and Departments.

Since Article IX pertains to the budget, it was suggested to wait and add another Special Board of Selectmen meeting prior to the public hearing scheduled for 5:30 pm on Wednesday, June 29, 2022 so Selectman Flynn could be in attendance. All the information on the additional special meeting will be sent out and posted once it is scheduled.

4. PUBLIC COMMENT ON THE CRC REPORT AND RECOMMENDATIONS, IF TIME PERMITS*

***A full public hearing is scheduled for Wednesday, June 29, 2022 at 5:30 pm both in person in the 1st floor conference room in Independence Hall, 725 Old Post Road, Fairfield, CT and via Webex.**

There was no public comment at this meeting. There will be a public hearing for public comment on Wednesday, June 29, 2022 at 5:30 pm.

5. ADJOURN

Selectwoman Lefkowitz made a motion to adjourn the meeting at 6:52 pm. First Selectwoman Kupchick seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien
Recording Secretary

BOARD OF SELECTMEN SPECIAL MEETING DRAFT MINUTES
Wednesday, June 29, 2022
4:00 pm

In Person in the 1st Floor Conference Room, Independence Hall
725 Old Post Road, Fairfield, CT
and Via Webex

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=3Sb1TkGyh6Q>.

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

OTHERS PRESENT: Counsel to Charter Revision Commission/Attorney Steve Mednick, CRC Chair Bryan Cafferelli, CRC Vice-Chair Chris Brogan, CRC Secretary Marlene Battista, CRC Commissioner John Mitola, CRC Commissioner John Wynne, CRC Commissioner Pamela Iacono, Town Attorney Jim Baldwin, CAO Tom Bremer, FairTV

1) **CALL TO ORDER**

First Selectwoman Kupchick called the meeting to order at 4:06 pm.

2) **PLEDGE OF ALLEGIANCE**

First Selectwoman Kupchick led the Pledge of Allegiance.

3) **CONTINUATION OF JUNE 27, 2022 BOARD OF SELECTMEN DISCUSSION ON PRESENTATION FROM CHARTER REVISION COMMISSION**

Attorney Steve Mednick gave a brief summary on what the Charter is – a document for both the public and the Town – and discussed the process of changing items or language in the Charter.

Attorney Mednick then reviewed Article IX-Budget Procedure and Related Matters of the Charter and went through the proposed budget process, including a timeline of the budget.

There was a lengthy discussion about the beginning of the budget process and language in this section. Selectwoman Lefkowitz asked for clarification on some of the language in section IX, including language relating to joint Board of Selectmen (BOS) and Board of Finance (BOF) budget hearings. Selectman Flynn said it needs to be explicitly stated in this section that through votes of the different branches of government, they have the ability to change the budget process. He said joint BOS and BOF budget meetings are more efficient and allow for a more robust discussion. He said the BOF should chair these joint meetings because the BOF is reviewing the BOS's budget. Selectman Flynn said he doesn't want to compress the budget time frame. He suggests starting at an earlier date than what is currently done now. First Selectwoman Kupchick suggests starting the budget meetings the first week of March. A discussion then ensued on the budget process time frame.

Attorney Mednick stressed that at this point, the Charter Revision Commission can only change items suggested by the Board of Selectmen.

Selectwoman Lefkowitz asked if the Commission could take out any language in the Charter and put it into the ordinances in the Town Code. She asked what items the Commission were not able to add to its recommendations to the BOS. Chairman Cafferelli said the Committee compiled all the issues brought to its attention and created a comprehensive agenda/document this past January on what the Commission would look at during the process. He said this work plan took into consideration what the Commission would not be looking at.

4) ADJOURN

Selectman Flynn made a motion to adjourn the meeting at 5:15 pm. Selectwoman Lefkowitz seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien
Recording Secretary

**BOARD OF SELECTMEN PUBLIC
HEARING SPECIAL MEETING
Wednesday, June 29, 2022
5:30 pm
In Person at the
1st Floor Conference Room, Independence Hall
725 Old Post Road, Fairfield, CT
and
Via Webex**

A recording of this meeting can be found here: [Board of Selectmen Public Hearing 6-29-2022 Special Meeting - YouTube.](#)

DRAFT MINUTES

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

OTHERS PRESENT: CRC Counsel/Attorney Steve Mednick, CRC Chair Bryan Cafferelli, CRC Vice-Chair Chris Brogan, CRC Secretary Marlene Battista, CRC Commissioner John Mitola, CRC Commissioner John Wynne, CRC Commissioner Pamela Iacono, Town Attorney Jim Baldwin, CAO Tom Bremer, FairTV, members of the public

1) **CALL TO ORDER**

First Selectwoman Kupchick called the meeting to order at 5:42 pm.

2) **PLEDGE OF ALLEGIANCE**

First Selectwoman Kupchick led the Pledge of Allegiance.

3) **PUBLIC HEARING**

To hear comments from the public on the Charter Revision Commission's June 13, 2022 Report and Recommendations for revisions to the Town of Fairfield, Connecticut Charter

First Selectwoman Kupchick excerpted what she had written in her newsletter about why the Town created a Town Charter Revision. She said the Strategic Planning Committee created in the prior administration issued a report showing residents favored town governance be reexamined. She then discussed the CRC's process which included having an attorney serve as its Counsel. She said the CRC produced a document that provides for a more productive and efficient budget process and establishes a framework that allows for future town officials to build upon these changes. Selectwoman Lefkowitz said residents should be aware of this Charter Revision because the Charter does impact them as the Town is run by the Charter.

*Public comment in full can be found on the meeting recording link above.

Steve Sheinberg -15 Flax Road - Chair of the Fairfield Democratic Town Committee – said to leave the RTM as is and let it decide how many members it should have. He said the RTM needs its own attorney and not the Town Attorney. He said there is no data to support a reduction in the RTM. He said the current budget process works well.

He said a Town Professional should be approved by the Board of Selectpersons. He said to leave the word "BOE" out of the Article in the Charter that pertains to contracts.

Ellen Jacob – 637 Cedar Road – She said she agrees with Mr. Sheinberg about the RTM. She said she reads the First Selectwoman's newsletters and shares them. She said the RTM is an instrument for public engagement. She said in Town, governmental decisions is the RTM's role and with less members there will be less people being represented. She said the Town should be able to find a DPW engineer who is a manager too. She said constables should be elected to avoid political influence.

Mara Abercrombie – She said she agrees with Selectwoman Lefkowitz that this will be complicated to give to people in November to vote. She said a town-wide meeting is necessary.

Reini Knorr - 83 Alberta Street- She said keeping the RTM at 40 is a good idea. She said most residents know one representative personally. She said to keep the constables as elected positions to avoid political influence. She thanked the CRC for removing minority representation. She said to consider taking more time and not to rush this process.

Judy Ewing - 98 Sacco Hill Terrace - She said she served on the Charter Revision Commission in 1986 and 1992, and attended Charter Revision meetings in 1997 and 2006. She said there are certain topics in the Charter where there is need for a subject index for cross referencing. (Ms. Ewing gave some examples which are in the recording). She said she feels the new Charter has replaced many things and has become twice as large. She said the BOS and not the First Selectperson should approve the Town Administrator. She said the RTM should remain at 40 and there was no reason given on why it should be lowered to 30 members. She said the RTM should have its own attorney.

Kate Braun – Town Plan and Zoning member – she said she wanted to know how long the public has to submit letters/emails. Ms. Braun had four points: time frame, RTM size, budget and DPW. She said the statute says the BOS has 45 days which takes the process through August. She said the process might be truncated too much. She said the CRC should have started earlier. She said RTMs tend to be larger and agrees with the other speakers on keeping the size at 40.

Christine Vitale –BOE Chair - 254 Verna Hill Road – She said she has a number of concerns with language in the Charter, specifically the contract language. She read portions of a letter regarding this issue. She said the Charter language is inconsistent with State law. (Attorneys Mednick and Baldwin said they will look at the language referenced.)

Sharon Pistilli - RTM D3- 107 Lota Drive- She said to keep the RTM at 40. She said the RTM is self-governing and should remain that way. She said she understands comments about efficiencies in the proposed budget process, but said the process works fine now and should be kept the way it is. She said she does not think it is appropriate for the BOS to vote on BOE contracts.

Jessica Gerber- BOE member for last 11 years - 25 Shady Hill Road - She said she is a 26-year Fairfield resident. She said she is concerned with how and when proposed changes in the Charter relating to the BOE came about and doesn't believe anyone from the BOE, its legal counsel, or Central Office was notified on these proposed changes. She said she has followed the CRC meetings closely and doesn't recall any substantial conversations regarding changes in the Charter regarding the BOE.

Bill Hopf – said he is in favor of keeping the RTM at 40. He said his primary concern is that the Charter Revision is not more representative of the public. He said he does not feel represented. Mr. Hopf feels it would have benefited the Commission to be more mainstream. He said he hears a lot of comments that the CRC was not representative of the Town as a whole.

Jenn Jacobsen- 40 Victoria Court - BOE member - 40 Victoria Court- She said the redline version is not a complete and accurate version of what was sent to the BOS for approval. She said the Charter does not have authority over the BOE. (Ms. Jacobson went through statutes and examples).

She said the BOE does not have to follow policies regarding contracts and purchasing. Ms. Jacobson asked the BOS to send the Charter back to the CRC and provide the public with an accurate version.

Karen Wackerman - RTM D7 -192 Shoreham Road – She said she wants to add her voice to the unanimous chorus of voices against the RTM reduction which she strongly urges the BOS to reject. She said the Town Administrator should be professional and not political. She said she is concerned the process is rushed and not all redlined provisions are included in the current document.

William Gerber -25 Shady Hill Road - RTM D2 - gave a gardening analogy for the CRC process and stated the document is riddled with weeds. He said items have disappeared without a redline and creates confusion. He said the process has lost him and many other residents. He said this should be tabled.

Jill Vergara- RTM D7 -271 Old Post Road – She said the redline is confusing. She said it’s great to be in a room and have engagement. She said she respects the CRC’s work, but she has a difference of opinion on some items. She said as a lawyer, the redline should be accurate. She said this is not accurate or readable. She said additions/deletions are not noted and it is a problem to understand what is going on.

Kenneth Lee- 71 Rhoda Avenue- said First Selectwoman Kupchick made a good point at the beginning of the meeting that most residents don’t know why the Charter is applicable. Mr. Lee said he doesn’t understand the rush and thinks a copy of the Charter should be sent by mail to the Town residents so they can read and understand it. Mr. Lee said he is not sure this document is leading to more transparency.

Roger Autuori – 1310 Melville Avenue – said the CRC lowered the number of Constables from seven to four and staggered the terms. He said the CRC is proposing constables be appointed and not elected. Mr. Autuori said he asked the Probate Judge for data showing there is not enough work for seven Constables. He said the Judge said she didn’t have data because she doesn’t keep track of that. Mr. Autuori said there is nothing that supports the reduction of Constables.

Cindy Wapnitsky- 41 Valley View Place – She said she is a 36-year Fairfield resident. She said Bill Gerber’s garden analogy was spot on. She said she would like to see a sound reason to reduce the RTM to 30 members. She said the Town Administrator should not be appointed by the First Selectperson as it will be seen as political and, if leadership party changes, the administrator will go too. She said to assume people know nothing about Charter is a big mistake. She said information needs to be sent to people to educate them so they can make informed decisions. She said it is undemocratic to take away representation.

Sarah Keitt- 538 Winnepog Drive – She said she agrees that the document is too important to be rushed. She said the redline version is not readable. She said the Town has the duty to provide a clean document for residents to make comments before the vote.

The BOS thanked residents who spoke at today’s meeting. First Selectwoman Kupchick said she is hoping for a productive discussion at the next meeting, July 5, 2022. She said there can be modifications made where translations aren’t clear. She said the Town hired a Charter Revision Attorney who has worked on more than 30 Charter revisions and she has confidence in his communications. First Selectwoman Kupchick said the same discussion happened when the RTM was being reduced from 56-40 members and no one felt less represented.

4) **SPECIAL MEETING: CONTINUATION OF WORKSHOP WITH CRC MEMBERS AND FURTHER DELIBERATIONS AND ACTION**

5) **Continued consideration, review, deliberation and action on the CRC Report and Recommendations for revisions to the Town of Fairfield, Connecticut Charter**

Town Attorney Jim Baldwin said that the July 5th special BOS meeting will not be a vote; it will just be recommendations made to the CRC. He said the CRC will then bring back a document to the BOS and a final vote is to take place within 45 days. He said there will be time for more discussions and explanations as this is not the end of the process.

6) **ADJOURN**

Selectman Flynn made a motion to adjourn the meeting at 7:05 pm. Selectwoman Lefkowitz seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien
Recording Secretary

BOARD OF SELECTMEN SPECIAL MEETING

Tuesday, July 5, 2022

2:30 pm

Via Webex and In Person in the

1st Floor Conference Room, Independence Hall

725 Old Post Road, Fairfield, CT

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=bxmJZgYZGn0>.

DRAFT MINUTES

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

OTHERS PRESENT: Attorney Steven Mednick, Town Attorney James Baldwin, CRC Chair Bryan Cafferelli, CRC Vice-Chair Christopher Brogan, Commissioner Marlene Battista, Commissioner Pamela Iacono, Commissioner John Wynne, CAO Tom Bremer, FairTV, members of the public

1) **CALL TO ORDER**

First Selectwoman Kupchick called the meeting to order at 2:40 pm.

2) **PLEDGE OF ALLEGIANCE**

First Selectwoman Kupchick led the Pledge of Allegiance.

3) **TO PROPOSE, REVIEW AND ACT UPON BOARD OF SELECTMEN
RECOMMENDATIONS OF ITEMS AND ISSUES FOR FURTHER
CONSIDERATION BY THE CHARTER REVISION COMMISSION**

First Selectwoman Kupchick acknowledged the public comment at last week's meeting. She asked if any of the CRC Commissioners wanted to share comments. Commissioner Pamela Iacono said she had sent a memo to the BOS and CRC to answer Selectman Flynn's question about why the CRC recommends a reduction in the RTM (Articles II & III). Commissioner Iacono also wanted to address comments from the public that the CRC did not prove its point for the reduction so Ms. Iacono read aloud from her six-page memo. Before reading her document, she referred to the Model City Charter and said she used that document as backup since it has been in existence since 1884 and it is still used today.

Commissioner John Wynne also read aloud his comments regarding the proposal to reduce the RTM from 40 to 30 members and said the Commission did not reduce the number of districts.

Selectwoman Lefkowitz thanked them for their work and said Commissioner Wynne was also on the Strategic Planning Committee and felt he carried his ideas over to the CRC. She also said Mr. Wynne's thoughts had given her things to think about. First Selectwoman Kupchick said at the last meeting Selectwoman Lefkowitz had many questions, but has since met with Town Attorney James Baldwin to go through those

questions. Selectman Flynn said he met with both Attorneys Baldwin and Mednick. Selectwoman Lefkowitz said she will meet with Attorney Baldwin again along with a few members of the public and stated that she is not ready to vote on the recommendations at this time.

The BOS went through the proposed Charter and made recommendations to send back to the CRC. All the changes and details can be accessed in the link to the recording above.

There was a discussion about the dates for the process and the process itself. Attorney Baldwin reviewed the remaining timeline for the BOS process for the CRC recommendations. Attorney Steven Mednick said he and Attorney Baldwin went through the whole document and revised the redline in detail. (The public can refer to the recording for the complete review and discussion by the BOS.)

Attorney Baldwin said the definitions of Ordinances should be looked at and can be easily rectified by the CRC. He said there was one item in particular regarding public elected officials and whether to include or exclude RTM members. The BOS also reviewed the following items: Table of Contents, use of contracts and BOE, Standard of Conduct language, Ordinance language, Rules of Civility, and the suggestion to include an Equity clause.

There was a discussion about the position of the Town Administrator (Article IV) and how that person was appointed. The BOS agreed that this position should not be political. Selectman Flynn thought the First Selectperson should be able to appoint the Town Administrator and suggested the duties be more specific for the Town Administrator and the Chief of Staff. He said they should have more interaction with the Selectpersons. Selectwoman Lefkowitz thought a full body confirmation with the RTM would take the politicization out of the Town Administrator role. There was a discussion with the CRC about the job description and the title of this role which is referred to by State Statute and the Model City Charter as Chief Administrative Officer.

After having an informal break, the BOS and Attorney Mednick continued through the remaining articles (refer to the recording for details). The review stopped at Article IX-Budget.

The BOS discussed holding additional meetings on July 11 and 12. Dates and times will be posted once they are confirmed.

4) ADJOURN

Selectman Flynn made a motion to adjourn the meeting at 6:10 pm. Selectwoman Lefkowitz seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien
Recording Secretary

BOARD OF SELECTMEN SPECIAL MEETING DRAFT MINUTES
Monday, July 11, 2022
3:00 pm
Via Webex and In Person in the
1st Floor Conference Room, Independence Hall 725 Old Post Road, Fairfield, CT

A recording of this meeting can be found here: <https://www.youtube.com/watch?v=YmBHfrizdV4>.

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

MEMBERS ABSENT: Selectman Thomas M. Flynn

OTHERS PRESENT: Attorney Steven Mednick, Town Attorney James Baldwin, CRC Vice-Chair Christopher Brogan, Commissioner Pamela Iacono, Commissioner John Wynne, FairTV, CAO Tom Bremer, members of the public

1) CALL TO ORDER

First Selectwoman Kupchick called the meeting to order at 3:00 pm.

2) PLEDGE OF ALLEGIANCE

First Selectwoman Kupchick led the Pledge of Allegiance.

3) CONTINUATION OF BOARD OF SELECTMEN TO PROPOSE AND REVIEW BOARD OF SELECTMEN RECOMMENDATIONS FOR FURTHER CONSIDERATION BY THE CHARTER REVISION COMMISSION

First Selectwoman Kupchick said that Selectman Flynn is traveling for business and that is why he would not be available to participate in the meeting today.

Attorney Steve Mednick reviewed Article IX, the budget provisions, which is where he said the Board of Selectmen had left off from its July 5, 2022 meeting. He said proposed changes are not dramatically different from the current budget process and the CRC tried to establish more clarity in the budget process. He then discussed budget submission, a timeline and the objective of joint meetings with the BOF. Attorney Mednick said proposed changes do not take any authority away from the Board of Finance. He discussed referendum provisions moving to the RTM section and said there are no changes to the RTM's powers in relation to the budget.

First Selectwoman Kupchick stated her reasoning as to why she suggested some of the proposed changes on the budget process. Specifically, she said she had spoken before the CRC on the repetitiveness of the current budget process. She said it's more collaborative for the main town bodies to meet together, more efficient for department heads and easier for the public to follow.

Selectwoman Lefkowitz said she had questions and concerns about the budget process. She said she wants to make sure there is good rationale for compressing the timeline. Town Attorney Jim Baldwin discussed the budget calendar process and coordination between the three town bodies to come up with a calendar that works for everyone.

Selectwoman Lefkowitz asked if the Town Administrator/CAO plays any role in the setting of the budget calendar. Town Attorney Baldwin said the Town Administrator/CAO is not in charge of budgets; that person is in charge of administering what's been passed by the town bodies. Selectwoman Lefkowitz said she will make provide more clearly by tomorrow's meeting what she wants from the budget section to go back to the CRC. First Selectwoman Kupchick said the calendar is slightly condensed due to town bodies meeting together. She said she believes it's a benefit to the RTM to include them in joint budget meetings as they would be in the same budget discussions with the BOS and BOF and engaged in the budget process from the beginning.

Attorney Mednick summarized the three issues from Article IX that Selectwoman Lefkowitz wants the CRC to review and discuss. They include consideration of moving the cooperation clause to Article I or moving all the cooperation clauses to Article I; the issue of presiding and facilitation of the joint meetings; and the timeline. He asked for more guidance on the timeline.

Attorney Mednick then discussed Article X. He discussed three provisions: modified language in the Charter so the Town can change the Town Seal by ordinance through the RTM; a mandatory check – not review- every 10 years of the Charter and the BOS decides if there is a need for a Charter Revision; and for the CRC to take one last look at 10.5. Selectwoman Lefkowitz asked for the BOS to have a discussion at its meeting tomorrow to add language appointing an ongoing body to look at issues not covered in the current Charter Revision review. Selectwoman Lefkowitz went through the rest of her questions by Article.

4) PUBLIC COMMENT

Judy Ewing – 98 Sasco Hill Terrace – Ms. Ewing said the Model City Charter is not the same as Fairfield. She said most model cities could have more than 20,000 residents and this has nothing to do with Fairfield. Ms. Ewing went through comments from other meetings and spoke about what is best for Fairfield. She also talked about the RTM size as it compares to other towns.

Mary Hogue – 165 Stonewall Lane – Ms. Hogue said she lives in an area where people don't know their RTM reps, but still thinks it should be a 40-person body. She said Democracy is messy and the Town needs many voices. Ms. Hogue said the prolonged budget process gives citizens time to digest it. She said efficiency and condensing is a disservice to citizens. She said the DPW Director should have an engineer degree. Ms. Hogue said she is also concerned about the BOS having authority over the BOE.

William Gerber – RTM D2 – 25 Shady Hill Road – Mr. Gerber said to put the Charter Revision on pause and use what was done as a foundation for the future. He said he feels the process was rushed. He discussed concerns with the Strategic Plan Committee process and bias in appointing some SPC members to the CRC. He expressed concerns with the CRC not holding enough meetings with public participation and feels the redline version is impractical for the public and was created before any substantive changes were made.

Laurene O'Brien - 104 Edison Avenue – Former RTM Member – Ms. O'Brien said to please be respectful of all opinions. She said the CRC has concerning recommendations and errors of omissions.

Ms. O'Brien said the CRC has not reviewed enough of the Charter because of the given timeline. She said there are no qualitative facts to support suggested changes including reducing the RTM which she is not in favor of. Ms. O'Brien said the review needs to be performed completely, correctly and in the best interest of Fairfield.

Laura Karson – RTM D4 – 187 Buena Vista – Ms. Karson said she's speaking as a resident, not as a member of the RTM. She said it's important to speak on behalf of those not engaged in this process. She is not in favor of a smaller RTM. Ms. Karson applauded Bill Gerber on his efforts and agrees the process should be slowed down.

First Selectwoman Kupchick said she has received many mails regarding the Charter. She said most towns don't require an engineering degree for their DPW Director. She said Fairfield's Interim DPW Director is Interim because he doesn't have an engineering degree, yet he was Director of Engineering and Director of Capital and Planning at Aquarion Water Company. First Selectwoman Kupchick said the Town's 2006 Charter Revision Committee met for the same period of time and there were complaints about the amount of time of the process. She said recommendations were still made and put on the ballot that November. First Selectwoman Kupchick said she said Attorney Mednick laid out the timeline when the process first started including the process and what was required. She said the Charter is a large document and changing the whole document would take too long. She said this process has been transparent and has more opportunities for the public to be engaged between technology and FairTV. First Selectwoman Kupchick said the process wasn't rushed and she announced in her first State of the Town there would be a Charter Revision. She said she picked some SPC members to serve on the CRC because they spent a tremendous amount of time meeting with numerous stakeholders, including residents, in the community and did a lot of research providing solid results. She noted the SPC members were appointed by the prior administration. She said ultimately the voters of Fairfield will decide on what changes they want in the Charter. She said she will make sure it's made clear to voters what will be on the ballot.

Selectwoman Lefkowitz said the process matters and should be supported by evidence. She said the proposed changes do not have enough research and more time for this process is needed. She said she is looking forward to having a continued conversation at tomorrow's meeting. She thanked members of the public for their input.

Attorney Mednick said he will update the resolution for tomorrow and also update where items are in the Charter for tomorrow's meeting.

5) ADJOURN

Selectwoman Lefkowitz made a motion to adjourn the meeting at 5:04 pm. First Selectwoman Kupchick seconded the motion which carried unanimously.

Respectfully submitted,

Pru O'Brien
Recording Secretary

From: Colligan, Patrick <Patrick.Colligan@ampf.com>
Sent: Wednesday, July 20, 2022 12:02 PM
To: First Selectwoman <firstselectwoman@fairfieldct.org>
Cc: TownClerk <townclerk@fairfieldct.org>
Subject: FairTV Commission Resignation

Dear Brenda,

I am pleased to inform I will be taking on an increased role at my work from preventing me from fulfilling my Term as Fair TV Commissioner.

I have enjoyed serving and wish the commission and the entity all the best in the future. Apologies for the short departure but the role requires.

Sincerely, Patrick G. Colligan

Patrick G. Colligan

Managing Director

Financial Advisor

An Ameriprise Private Wealth Advisory Practice

.....

Ameriprise Financial Services, LLC

2507 Post Rd.

3rd Floor

Southport, CT 06890-1259

M#: 917.597.9333

From: null@town.fairfield.ct.us
To: [Board of Selectmen](#)
Subject: New submission for form: Boards and Commissions Interest Form (ID #207)
Date: Wednesday, December 22, 2021 11:38:25 AM

Boards and Commissions Interest Form

Record #207 submitted from IP address 24.191.41.166 on 12/22/2021 11:38 AM

[View form](#)

ID	207
First Name	David
Last Name	Kanter
Street Address	11 Myren Street
Zip Code	06824
Email Address	david.kanter@post.harvard.edu
Cell Phone	917-225-1023
Home Phone	203-254-3305
Work Phone	212-697-6003
Voter Registration Status	Yes
Political Party Affiliation	Democratic Party
Board or Commission	Land Acquisition Commission
Read the Boards Role	Yes
How You Learned About the Position	Town website
Who You Have Spoken To	

Explanation of Interest and Contribution	Having recently moved full time to Fairfield, I would like to assist the town how I am able. I have many years experience in acquisitions and financing transactions.
Resume or Bio	David Kanter summary biography Dec 2021.pdf
Additional Comments	

[Manage](#)

David M. Kanter
Biography

**1345 Sixth Ave., 33rd Floor
New York, NY 10105, USA**

**o: +1.212.697.6003
m: +1.917.225.1023**

david.kanter@post.harvard.edu

David Kanter has over 30 years of experience in debt and equity financings, M&A and restructuring advisory across many industries throughout the world.

He is currently **Managing Director** at **Three Keys Capital Advisors** (2015 –), a boutique financial advisory firm in New York and a founder and Director of **Lexington Maritime Limited** and **Lexington LNG Limited**, which are exploring alternatives in the maritime industry.

Mr. Kanter has served in senior roles at various investment banks, including:

- diverse positions at **Lazard Frères & Co. LLC** (1988 – 2001) in both the Mergers & Acquisitions and Capital Markets departments, where, among other things, he helped build Lazard’s shipping business and its high yield capital markets business;
- Head of Leveraged Finance and High Yield Capital Markets, North America for **ABN AMRO Incorporated** (2001-2008), financing leveraged acquisitions and other transactions for financial sponsors and corporate clients globally; and
- Managing Director at the **Seabury Group** (2009-2011), a transportation-focused investment bank and consultancy and at **Sunrise Securities** (2011-2015).

He has also served as

- an independent consultant to **Asgaard Navigation**, a Brazilian owner and operator of offshore support vessels for the oil and gas industry and
- Non-Executive Director and member of the Audit and Remuneration Committees of **Globalworth Real Estate Investments Limited**, a Romanian property-owning company listed on the AIM market of the London Stock Exchange.
- Independent Director for a **SPAC** (to be disclosed upon SEC filing), expected to be listed in January 2022.

Mr. Kanter graduated *magna cum laude* with an A.B. in Economics from **Harvard College**.



Town of Fairfield

Office of the First Selectwoman
725 Old Post Road
Fairfield, CT 06824

BOARDS AND COMMISSIONS QUESTIONNAIRE

To be considered for appointment to a Board or Commission, please fill out this form, save a copy and email the saved copy, along with a copy of your resume, to the First Selectwoman's Office at jcarpenter@fairfieldct.org. Please note that your resume and completed questionnaire are public documents. If you have any questions, please contact Jennifer Carpenter in the First Selectwoman's Office at 203-256-3095 or jcarpenter@fairfieldct.org.

Board/Commission:

Date: June 8,2020

Name: Nancy Billington

Address: 25 Fleming Lane, Fairfield, 06824

Party Affiliation: Republican

email: nbilling22@gmail.com

home phone: ---

work phone: 203.581.1961

cell phone: 203.581.1961

1. How did you learn about this position? **Jamie Millington/Laura Devlin/Brenda Kupchick**
2. Why are you interested in serving and how can you contribute to this board/commission? **I am happy to serve on this commission as a way to support our town leadership and to show my gratitude for the benefits my family and I have enjoyed as residents of Fairfield.**
3. Have you attended any meetings or reviewed past minutes/agendas? If yes, please specify. **No**
4. Have you spoken with the chair, any members, or the appropriate Department Head? **No**
5. Have you read the written description of the board's role? **Yes**

6. Do you have any potential conflict of interest? **No**
7. Do you know the time, date and location of meetings and will you be able to attend and fulfill the obligations of the position? **Yes**

8. Participation requires that you are registered voter in the town of Fairfield. Additionally, the Town Charter requires that party balance be maintained on all boards/commissions. Are you registered to vote and what is your party affiliation? **I am a registered voter and registered Republican.**

9. Please use this space to ask any questions you may have or to provide additional information you'd like to share.

NANCY BILLINGTON
Founder and Executive Director
INSPIRE
Fairfield's non-profit organization providing
community mental and emotional wellness programs
www.inspireinc.org

NANCY BILLINGTON
25 Fleming Lane
Fairfield, CT 06824
NBillington@Inspireinc.org
Cell 203.581.1961

2015-PRESENT

Founder and Executive Director, Inspire Inc, www.Inspireinc.org ,
a non-profit organization providing Fairfield and nearby communities with unique and impactful
mental and emotional wellness programs and 100% funded by private donations.

Nancy has held leadership roles in educational advocacy in Fairfield for 25 years. She has
established innovative school and community programs to address gender equity, athletic
codes, and underage alcohol and substance use. She founded the Fairfield Alcohol Use
Prevention Task Force and co-founded Fairfield H.S. Freshman Forums on Underage
Drinking. She was the advisor to the First Selectman during establishment of the Town of
Fairfield's Community Coalition on Alcohol and Health, now called Fairfield CARES, of
which she is a founding member. Nancy has completed facilitator training in the nationally
recognized *Creating Lasting Family Connections* program.

EDUCATION

B.S. Communications, S.I. Newhouse School of Public Communications at Syracuse
University.
Universite de Strasbourg, France
London School of Economics, England
Congressional Intern, Washington D.C, 1975-1976

PROFESSIONAL

Positions in Marketing/Communications held at Columbia Pictures Film Company,
MGM/UA Entertainment Company, Dean Witter/JP Morgan Financial Services

VOLUNTEERISM and ADVOCACY

Dwight PTA-President
Fairfield Ludlowe High School PTA-President
Bridgeport Choice Liason
The FRESH AIR FUND, Host and Mentor 2000-present
Board of Governors, Brooklawn C.C. 2002-2008
Board of Directors, Positive Directions 2013

REFUNDS SUBMITTED FOR APPROVAL
8/1/2022

<u>Name</u>	<u>List No.</u>	<u>Tax</u>	<u>Interest</u>	<u>DMV</u>	<u>Bill</u>	<u>Reason</u>
<u>2021 REAL ESTATE</u>						
491 ROWLAND ROAD LLC	2021-01-16573	\$3,630.07				OVERPAID IN ERROR
TOTAL		<u>\$3,630.07</u>				
<u>2021 MOTOR VEHICLE</u>						
ALTIN SOPHIA E	2021 03 51132	\$62.20				OVERPAID DUE TO ADJUSTMENT
BABYAK VICTORIA A & RICHARD J	2021 03 51971	\$27.28				OVERPAID DUE TO ADJUSTMENT
BREHENY KELLY A	2021 03 54328	\$32.80				OVERPAID DUE TO ADJUSTMENT
CLEMENTE LEIGH M	2021 03 57604	\$14.52				OVERPAID DUE TO ADJUSTMENT
DORN GINA M	2021 03 61198	\$44.04				OVERPAID DUE TO ADJUSTMENT
DOWNARD SUSAN B	2021 03 61298	\$25.98				OVERPAID DUE TO ADJUSTMENT
HOFFMANN ADRIENNE P	2021 03 68824	\$24.44				OVERPAID DUE TO ADJUSTMENT
JANDA GEORGE L JR	20251 03 70925	\$24.44				OVERPAID DUE TO ADJUSTMENT
LUCAS ROBERT	2021 03 75816	\$185.22				OVERPAID DUE TO ADJUSTMENT
MAGNO DASILVA M	2021 03 76228	\$7.95				OVERPAID DUE TO ADJUSTMENT
MCGOWAN MADELINE A	2021 03 77768	\$427.12				OVERPAID DUE TO ADJUSTMENT
METERED MUSIC INC	2021 03 78507	\$42.99				OVERPAID DUE TO ADJUSTMENT
PAGNOZZI STEPHEN	2021 03 82216	\$13.62				OVERPAID DUE TO ADJUSTMENT
PAGNOZZI STEPHEN	2021 03 82217	\$272.68				OVERPAID DUE TO ADJUSTMENT
PEDRO SERGIO M	2021 03 82873	\$125.18				OVERPAID DUE TO ADJUSTMENT
RODRIGUES E FERNANDES GLAUCIO	2021 03 85600	\$74.69				OVERPAID DUE TO ADJUSTMENT
SCHENA LOUIS J	2021 03 87126	\$6.40				OVERPAID DUE TO ADJUSTMENT
TOYOTA LEASE TRUST	2021 03 91923	\$354.86				OVERPAID DUE TO ADJUSTMENT
TRISCHMAN HAROLD J JR	2021 03 92259	\$131.84				OVERPAID DUE TO ADJUSTMENT
WESTON MARK T	2021 03 95758	\$16.26				OVERPAID DUE TO ADJUSTMENT
ZEKO TIMOTHY	2021 03 96945	\$21.84				OVERPAID DUE TO ADJUSTMENT
TOTAL		<u>\$1,936.35</u>				
<u>2020 REAL ESTATE</u>						
CORNING TINA ENGLISH	2020 01 05082	\$19.91				OVERPAID IN ERROR
CROTTY PAUL	2020 01 13738	\$1,733.74				OVERPAID IN ERROR
TOMPKINS JASON & ROBYN	2020 01 16608	\$3,811.67				OVERPAID IN ERROR
OBERMAN MELANIE S	2020 01 16876	\$1,772.45				OVERPAID IN ERROR
CIOFFI JOSEPH	2020 01 17214	\$430.60				OVERPAID IN ERROR
WEITZER GRACE ANNE	2020 01 20219	\$403.03				OVERPAID IN ERROR
MATHEWS JOHN B & LORETTA	2020 01 20915	\$3,452.36				OVERPAID IN ERROR
TOTAL		<u>\$11,623.76</u>				
<u>2020 MOTOR VEHICLE</u>						
CCAP AUTO LEASE LTD	2020 03 56232	\$244.62				OVERPAID DUE TO ADJUSTMENT
CCAP AUTO LEASE LTD	2020 03 56369	\$736.05				OVERPAID DUE TO ADJUSTMENT
CRAGER JULIE R	2020 03 58332	\$131.20				OVERPAID IN ERROR
DAIMLER TRUST	2020 03 58884	\$381.22				OVERPAID DUE TO ADJUSTMENT
DAIMLER TRUST	2020 03 59031	\$560.50				OVERPAID DUE TO ADJUSTMENT
DAIMLER TRUST	2020 03 59053	\$681.60				OVERPAID DUE TO ADJUSTMENT
DAIMLER TRUST	2020 03 59061	\$523.42				OVERPAID DUE TO ADJUSTMENT
ENTERPRISE FM TRUST	2020 03 61974	\$376.78				OVERPAID DUE TO ADJUSTMENT
ENTERPRISE FM TRUST	2020 03 61975	\$196.38				OVERPAID DUE TO ADJUSTMENT
ENTERPRISE FM TRUST	2020 03 61978	\$788.56				OVERPAID DUE TO ADJUSTMENT
ENTERPRISE FM TRUST	2020 03 61979	\$120.20				OVERPAID DUE TO ADJUSTMENT
ENTERPRISE FM TRUST	2020 03 61981	\$261.61				OVERPAID DUE TO ADJUSTMENT
ENTERPRISE FM TRUST	2020 03 61985	\$367.48				OVERPAID DUE TO ADJUSTMENT
ENTERPRISE FM TRUST	2020 03 61986	\$404.70				OVERPAID DUE TO ADJUSTMENT
HYUNDAI LEASE TITLING TRUST	2020 03 69536	\$285.21				OVERPAID DUE TO ADJUSTMENT

JP MORGAN CHASE BANK NA	2020 03 70762	\$450.64		OVERPAID DUE TO ADJUSTMENT
JP MORGAN CHASE BANK NA	2020 03 70985	\$241.74		OVERPAID DUE TO ADJUSTMENT
JP MORGAN CHASE BANK NA	2020 03 70998	\$168.76		OVERPAID DUE TO ADJUSTMENT
MEDREA JERILYN J	2020 03 77457	\$72.00		OVERPAID DUE TO ADJUSTMENT
PAGNOZZI STEPHEN	2020 03 81580	\$243.64		OVERPAID DUE TO ADJUSTMENT
SANTUCCI FREDERICK J	2020 03 86201	\$170.52	\$ 3.84	OVERPAID DUE TO ADJUSTMENT
USB LEASING LT	2020 03 92010	\$752.88		OVERPAID DUE TO ADJUSTMENT
VW CREDIT LEASING LTD	2020 03 93780	\$323.63		OVERPAID DUE TO ADJUSTMENT
ENTERPRISE FM TRUST	2020 04 82800	\$45.06		OVERPAID DUE TO ADJUSTMENT
HONDA LEASE TRUST	2020 04 84306	\$234.45		OVERPAID DUE TO ADJUSTMENT
TOTAL		<u>\$8,762.85</u>	<u>\$ 3.84</u>	

2020 SEWER USE

SMITH MATTHEW & ANN-MARIE	2020 08 00104	\$425.04		PAID IN ERROR-PROPERTY SOLD
TOTAL		<u>\$425.04</u>		

2019 MOTOR VEHICLE

PAGNOZZI STEPHEN	2019 03 82888	\$224.50		OVERPAID DUE TO ADJUSTMENT
PEREZ BLASINA	2019 03 83679	\$176.01		OVERPAID IN ERROR
REILLY MEGAN E	2019 03 85617	\$48.11		OVERPAID DUE TO ADJUSTMENT
TSOU JAMES Y	2019 03 93220	\$16.30		OVERPAID DUE TO ADJUSTMENT
USB LEASING LT	2019 03 93641	\$238.42		OVERPAID DUE TO ADJUSTMENT
TOTAL		<u>\$703.34</u>		

2019 PERSONAL PROPERTY

AERUS INC	2019 02 30919	\$10.18		OVERPAID IN ERROR
AMERICAN EXPRESS TRAVEL REL	2019 02 36481	\$24.88		OVERPAID IN ERROR
DARREN GENTILE	2019 02 36497	\$93.63		OVERPAID IN ERROR
TOTAL		<u>\$128.69</u>		

2019 SEWER USE

QUIRICONI MARK	2019 08 07167	\$150.00		OVERPAID IN ERROR
TOTAL		<u>\$150.00</u>		

2018 MOTOR VEHICLE

PAGNOZZI STEPHEN	2018 03 82849	\$270.04		OVERPAID DUE TO ADJUSTMENT
TRISCHMAN HAROLD J 3RD	2018 04 88139	\$256.73		OVERPAID DUE TO ADJUSTMENT
TOTAL		<u>\$526.77</u>		

2018 SEWER USE

BIGGINS BRENDA & ERIN	2018 08 18842	\$197.57		OVERPAID IN ERROR
TOTAL		<u>\$197.57</u>		

TOTAL TAX	\$28,084.44
TOTAL INTEREST	3.84
<u>GRAND TOTAL</u>	<u>\$28,088.28</u>