

**BOARD OF SELECTMEN MEETING**  
**Monday, December 18, 2023, 4:00 pm**  
**Via Webex & In-Person in the**  
**First Floor Conference Room, Independence Hall**  
**725 Old Post Road, Fairfield, CT 06824**

A recording of this meeting can be found here: [BOS Regular Meeting 12/18/2023 4:00 pm.](#)

FINAL MINUTES

MEMBERS PRESENT: First Selectman William A. Gerber, Selectman Christine Vitale, Selectwoman Brenda L. Kupchick

OTHERS PRESENT: Mark Hotchkiss, Brian Nerreau, William Llewellyn, Matthew Manchisi, Henry Yoon, Charles Abercrombie, Jeff Galdenzi, Kenneth Brachfeld, Elham Fatehi, Attorney John Stafstrom, Bond Counsel, Fire Chief Denis McCarthy, Purchasing Director Adam Tulin, Engineering Manager Bill Hurley, FairTV, members of the public

1) CALL TO ORDER / ROLL CALL

First Selectman William Gerber called the meeting to order at 4:00 pm and the roll was called.

2) PLEDGE OF ALLEGIANCE

Brian Nerreau led the Pledge of Allegiance.

3) MINUTES

To consider and act upon the minutes of November 15, 2023, November 27, 2023, December 4, 2023

Selectman Vitale made a motion to approve the minutes of 11/15/23 as written. Selectwoman Kupchick seconded the motion which carried 1-0-2 (Gerber, Vitale abstained).

Selectman Vitale made a motion to approve the minutes of 11/27/23 and 12/4/23 as written. Selectwoman Kupchick seconded the motion which carried unanimously.

4) RESIGNATIONS (*for information only*)

Fairfield Commission on disAbilities

Alder H. Crocker (R) 665 Commerce Drive #426, term 01/22-01/25  
(resigned December 2, 2023)

First Selectman Gerber thanked Mr. Crocker for his work on the commission.

5) REAPPOINTMENTS

To hear, consider and act upon the following reappointments: a.

Board of Health

Mark J. Hotchkiss (D) 640 Rolling Hills Drive, term 11/23-11/27

Selectman Vitale made a motion to approve the reappointment of Mark Hotchkiss.

Selectwoman Kupchick seconded the motion.

Mr. Hotchkiss spoke briefly as did the Selectmen.

The motion carried unanimously.

b. Parks and Recreation Commission

i. Brian J. Nerreau (R) 105 Mountain Laurel Road, term 11/23-11/28

Selectman Vitale made a motion to approve the reappointment of Brian Nerreau. Selectwoman Kupchick seconded the motion.

Mr. Nerreau spoke briefly and First Selectman Gerber spoke about Mr. Nerreau.

The motion carried unanimously.

ii. William D. Llewellyn (R) 320 Morehouse Drive, term 11/23-11/28

Selectman Vitale made a motion to approve the reappointment of William Llewellyn.

Selectwoman Kupchick seconded the motion.

Mr. Llewellyn spoke briefly and the Selectmen spoke about Mr. Llewellyn.

The motion carried unanimously.

c. Water Pollution Control Authority

Matthew J. Manchisi (D) 477 Aran Hill Road, term 11/23-11/27

Selectman Vitale made a motion to approve the reappointment of Matthew Manchisi. Selectwoman Kupchick seconded the motion.

Mr. Manchisi spoke briefly and the Selectmen spoke about Mr. Manchisi and the experience he brings to the WPCA.

The motion carried unanimously.

6) **APPOINTMENTS**

To hear, consider and act upon the following appointments: a.

Board of Health

Henry H. Yoon (U) 280 Riders Lane, term 11/23-11/27

(to replace Diane E. Morocz (U) whose term expired)

Selectman Vitale made a motion to approve the appointment of Henry Yoon. Selectwoman Kupchick seconded the motion.

Dr. Yoon spoke as well as the Selectmen.

The motion carried unanimously.

b. Flood and Erosion Control Board

Charles D. Abercrombie (D) 251 Penfield Road, term 11/23-11/28

(to replace Paul D. Landino (R) whose term expired)

Selectman Vitale made a motion to approve the appointment of Charles Abercrombie.  
Selectwoman Kupchick seconded the motion.

Mr. Abercrombie spoke about the importance of the FECB and First Selectman Gerber thanked Mr. Abercrombie for serving the Town.

The motion carried unanimously.

c. HVAC Indoor Air Quality Building Committee (*requires RTM approval*)

Jeffrey A. Galdenzi (D) 118 Green Knolls Lane, term May 2023-Completion  
(to replace Jason Li (R) who was elected to the BOE on 11/07/23)

Selectman Vitale made a motion to approve the appointment of Jeff Galdenzi. Selectwoman Kupchick seconded the motion which carried unanimously.

d. Police and Fire Retirement Board

Kenneth J. Brachfeld (D) 443 Lalley Boulevard, term 11/23-11/26  
(to replace Nicholas A. Caruso U)

Selectman Vitale made a motion to approve the appointment of Kenneth Brachfeld to the Police and Fire Retirement Board. Selectwoman Kupchick seconded the motion.

Mr. Brachfeld and the Selectmen spoke.

The motion carried unanimously.

e. Solid Waste and Recycling Commission (*requires RTM approval*)

Elham Fatehi (U) 98 Flora Boulevard, term 11/23-11/27  
(to replace Joseph R. Pagnozzi (R) whose term expired)

Selectman Vitale made a motion to approve the appointment. Selectwoman Kupchick seconded the motion which carried unanimously.

f. Water Pollution Control Authority

Christine Vitale (D) 254 Verna Hill Road, term 11/23-11/27 (to  
replace Nancy E. Lefkowitz (D), former Selectman)

**(This is the required Selectman appointment to WPCA).**

Selectwoman Kupchick made a motion to approve the appointment. First Selectman Gerber seconded the motion.

First Selectman Gerber thanked Selectman Vitale for accepting this appointment. Selectman Vitale spoke briefly as did Selectwoman Kupchick.

The motion carried unanimously.

7) FIRST SELECTMAN REAPPOINTMENTS (*for information only*)

a. Conservation Commission

i. Richard J. Boucher (R) 2505 Bronson Road, term 11/23-11/28

- ii. Kathryn M. O’Mahony (D) 140 Mill River Road, term 11/23-11/28
- b. Economic Development  
Justin C. Beck (U) 41 Beth Drive, term 11/23-11/28
- c. Parking Authority  
Gregory M. Alprin (D) 130 Lee Drive, term 11/23-11/28

These reappointments were for information only. First Selectman Gerber thanked the appointees for their continued service to the Town.

8) TOWN CLERK APPOINTMENT OF SUBREGISTRARS WITH FIRST SELECTMAN APPROVAL *(for information only)*

Barbara A. Dougiello  
Samuel Green  
Kevin Lesko  
Richard J. Miller

Brendan McKeon  
Frank M. Polke  
Pamala Shaughnessey-Banks

9) FIRE CHIEF

To hear, consider, and act upon a Master Agreement between the State of Connecticut and the Town of Fairfield regarding the installation of fire suppression standpipe systems on bridges at various locations in the Town of Fairfield.

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

Fire Chief McCarthy spoke about this proposed agreement which would require the Town to maintain standpipes that were installed on the highway by the state and currently maintained by the state. He said this would incur additional costs to the Town for maintenance.

The motion failed unanimously.

First Selectman Gerber said he will update the Selectmen as he receives additional information.

10) PURCHASING AUTHORITY

To hear and consider authorizing the Purchasing Authority to enter into the proposed contract with Gilbane Building Company, to provide all management services necessary to perform the Pre-Construction Phase for HVAC Upgrades at Various Fairfield Public Schools as detailed in RFP #2023-121 in an amount not to exceed \$105,700; to provide all necessary services for the Construction Phase at a fee not to exceed 2.10% of the estimated cost of the work which shall be converted to a lump sum upon mutual agreement of a project Guaranteed Maximum Price; and an amount not to exceed \$1,626,190 for Construction Manager’s General Conditions Costs based on an 18 month construction schedule. Funding for this contract is available in account 26009010-57000-FY226 –Phase 1 AC at Schools.

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

Purchasing Director Adam Tulin said this was previously before the BOS, but there was a delay in feedback from Gilbane. He said Town Attorney Phil Pires had some minor changes to the contract and wanted to put it before the BOS again. Mr. Tulin said Gilbane has been participating in the job even without the contract being finalized.

The motion carried unanimously.

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

To hear, consider, and act upon a resolution amending and restating a resolution entitled, “A resolution appropriating \$3,729,800 for the costs associated with the replacement of the Duck Farm Road Bridge, authorizing grants to reimburse \$2,983,840 of such appropriation and authorizing the issuance of bonds to finance a portion of such appropriation” to increase the appropriation by \$3,819,176, increase the grant authorization to \$3,023,341 and increase the bond authorization to \$795,835.

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

Engineering Manager Bill Hurley said the project is complete and being closed out. He said this is the final authorization agreement. He said the Town is eligible for 80% reimbursement through the CT DOT and the Federal Bridge Program. Mr. Hurley said there is \$40,000 that is not reimbursable because it was utility work. He said the Town’s shared cost is under \$10,000.

The motion carried unanimously.

12) FIRST SELECTMAN

To hear, consider and approve dates for Calendar Year 2024 for Board of Selectmen meetings twice a month on a Wednesday at 4:00 pm via Webex and In-Person in the First Floor Conference Room in Independence Hall, 725 Old Post Road, Fairfield, CT:

January 3 & 31	July 10 & 24
February 14 & 21	August 7 & 28
March 13 & 27	September 11 & 25
April 10 & 17	October 9 & 23
May 1 & 29	November 6 & 20
June 12 & 26	December 4 & 18

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

Mr. Hurley commented about the order in which items are approved when requiring all board approvals. First Selectman Gerber explained that having the BOS back on Wednesdays will give the BOF and RTM extra time to review the item backup.

The motion carried unanimously.

13) FIRST SELECTMAN

To approve Board of Selectmen budget meeting dates for Calendar Year 2024 at 10:00 am via Webex and In-Person in the First Floor Conference Room in Independence Hall, 725 Old Post Road, Fairfield, CT:

a) Board of Selectmen Public Budget Hearing Dates:

February	26 Monday	10:00 am (BOS Public Budget Hearing #1)
February	27 Tuesday	10:00 am (BOS Public Budget Hearing #2)
February	28 Wednesday	10:00 am (BOS Public Budget Hearing #3, if needed)

Selectwoman Kupchick made a motion to approve Item 13a. Selectman Vitale seconded the motion which carried unanimously.

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

March	04 Monday	10:00 am
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Selectman Vitale made a motion to approve Item 13b. Selectwoman Kupchick seconded the motion.

Selectwoman Kupchick made an amendment to move deliberations on March 4, 2024 to 4:00 pm. Selectman Vitale seconded the amendment which carried unanimously. The main motion, as amended, carried unanimously.

14) TAX COLLECTOR

To consider and act upon tax refunds as recommended by the Tax Collector in the amount of \$26,110.54

Selectwoman Kupchick made a motion to approve Item 14. Selectman Vitale seconded the motion which carried unanimously.

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

Selectwoman Kupchick asked First Selectman Gerber for updates regarding Penfield and hoped it could be added to the BOS agenda monthly. The Board had a discussion about the Notice of Violation from FEMA as well as a flood resiliency plan.

16) Adjourn

Selectman Vitale made a motion to adjourn. Selectwoman Kupchick seconded the motion which carried unanimously.

The meeting adjourned at 5:33 pm.

Respectfully submitted,

Pru O'Brien  
Recording Secretary