

**BOARD OF SELECTMEN REGULAR MEETING**  
**Monday, April 17, 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 Meeting 4/17/2023](#).

**FINAL MINUTES**

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

OTHERS PRESENT: Peter Collins, CAO Tom Bremer, CFO Jared Schmitt, Controller Caitlin Bosse, Senior VP Client Relations Hooker & Holcomb Stuart Herskowitz, HR Benefits Manager Megan Brant, DPW Interim Director John Marsilio, Engineer Eli Ghazal, Bismark Construction President Greg Raucci, Flood and Erosion Control Board Chair Becky Bunnell

1) CALL TO ORDER

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

2) PLEDGE OF ALLEGIANCE

First Selectwoman Kupchick led the Pledge of Allegiance. First Selectwoman Kupchick then requested a moment of silence for the sad passing of the brother of Assistant Fire Chief Kyran Dunn - retired Yonkers Assistant Fire Chief Larry Dunn. Larry was a Fairfield resident and is survived by his wife Arlene and their three daughters.

3) MINUTES

To consider and act upon the minutes of March 9, 2023, April 3, 2023 and April 10, 2023

Selectman Flynn made a motion to approve the minutes of 3/9/23, 4/3/23 and 4/10/23.  
Selectwoman Lefkowitz seconded the motion which carried unanimously.

Selectwoman Lefkowitz stated that she stands by her comments at the last BOS meeting regarding the draft minutes of the March 6<sup>th</sup> BOS meeting. The Recording Secretary is reviewing the meeting recording and will amend the minutes as requested.

4) RESIGNATION

Town Plan and Zoning Commission

Steven Leahy (R) 110 Ross Hill Road, term 11/21-11/25  
(Resigned March 29, 2023)

The Selectpersons thanked Mr. Leahy for his service.

5) APPOINTMENT

Town Plan and Zoning Commission

Peter S. Collins (R), 29 Newton Street, term 11/21-11/25  
(To fill a vacancy for Steven Leahy (R) who resigned)

Selectman Flynn made a motion to approve the appointment of Peter Collins to the Town Planning and Zoning Commission. Selectwoman Lefkowitz seconded the motion.

Mr. Collins said he is looking forward to working with the Town.

The motion carried unanimously.

6) HUMAN RESOURCES DEPARTMENT

To hear an overview from the Independent Investment Discretionary Advisor of the 457(b) and 401(a) Fiduciary Review Committee and an Update on the Defined Contribution Retirement Savings Plans

Stuart Herskowitz explained his role in the Town contribution plans (Mission Square), not the pension plans. Mr. Herskowitz gave packets to the Selectpersons and explained the funds being used and said investment plans offered to employees. Mr. Herskowitz said he works with HR Benefits Manager Megan Brant and they will return to the BOS meetings on a regular basis for updates. Mr. Herskowitz stated there is oversight of this program. He said he works with 25-30 municipalities in the State of CT. Selectman Flynn said he would like to see this under the Retirement Investment Board, but Megan Brant said this money is from participant contributions where the pension is Town funds. There was a lengthy discussion about this. Selectwoman Lefkowitz stated for the record that she echoes the concerns of other Selectpersons.

7) To Hear an Update on Penfield Pavilion

First Selectwoman Kupchick said there have been previous discussions on whether or not the Town would establish a building committee for Penfield Pavilion. It was determined that a building committee is not required for this project as the Town is not constructing a new building; but repairing the grade beams and removing the contaminated fill. She said it is a unique project and one that will certainly be under scrutiny by the regulatory agencies involved.

After a lot of discussion, First Selectwoman Kupchick felt the best way forward to keep the community informed of the project is for the Town to provide an update on Penfield to the BOS at least monthly. She said there is a Town webpage dedicated to the project which has been created for posting all updates and corresponding documents. It is [www.fairfieldct.org/penfieldpavilion](http://www.fairfieldct.org/penfieldpavilion).

The Town's CAO Tom Bremer, Project Manager from Engineering, Eli Ghazal, DPW Interim Director Bucky Marsilio and Greg Raucci from Bismark Construction gave an overview of the project, including where we are and next steps. The backup includes the initial contracts which the Board won't be voting on until the next BOS meeting.

CAO Tom Bremer gave an update on the status of Penfield Pavilion. He said he will have more details at the May 1<sup>st</sup> meeting and every month going forward. Mr. Bremer gave an overview of the four contracts included in the backup and said the Town will need to submit very detailed design drawings to FEMA. He said schematics and conceptual drawings have already been submitted. Mr. Bremer said RACE still needs to do more analysis and data points will be included in design contracts. Mr. Bremer went through the steps of the project and its schedule. He said there will be regular meetings and monthly reports to the BOS.

Selectman Flynn suggested a Finance person be added to the Committee to give budget updates and an Owner's Rep should be added as well to see if it will be helpful. Interim DPW Director John Marsilio spoke about Owner's Reps. Flood and Erosion Control Board Chair Becky Bunnell asked when the RFP would be done with RACE Coastal Engineering and thinks it will involve things the Flood and Erosion Control Board will need to know regarding resiliency. Mr. Bremer said he will speak with RACE about a resiliency plan and will then speak to Ms. Bunnell.

8) COMPENSATION RECOMMENDATION COMMITTEE FOR THE BOARD OF SELECTMEN

To hear, consider and approve a Charge for the Compensation Recommendation Committee for the Board of Selectmen (CRCBOS)

First Selectwoman Kupchick told the BOS that the last time a CRCBOS met was in 2019 before the election, which is when this Committee usually meets. She said the CRCBOS has been made up of two BOF members and two RTM members to determine the compensation for the three BOS.

Selectwoman Lefkowitz made a motion to approve the Charge for the CRCBOS. Selectman Flynn seconded the motion which carried unanimously.

9) COMPENSATION RECOMMENDATION COMMITTEE FOR THE BOARD OF SELECTMEN

To hear, consider and act upon the following appointments to the Compensation Recommendation Committee for the Board of Selectmen (CRCBOS):

- i. Edward Bateson (R) 2195 North Street (RTM)
- ii. John Mitola (D) 21 Surrey Lane (BOF)
- iii. Sharon B. Pistilli (D) 107 Lota Drive (RTM)
- iv. James Walsh (R) 85 Pratt Street (BOF)

Selectwoman Lefkowitz made a motion to approve the appointments to the CRCBOS. Selectman Flynn seconded the motion which carried unanimously.

10) TAX COLLECTOR

To consider and act upon tax refunds as recommended by the Tax Collector in the amount of \$9,675.84

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

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

First Selectwoman Kupchick announced that tonight, there will be an information session about the Age Friendly initiative our Town is undertaking at 7:00 PM at the Bigelow Center. She said Fairfield has recently become one of seven towns in the State to join this network that aims to make our community a great place to grow up *and* grow old by assessing the challenges of our aging population and identifying policies, programs and new ideas that will improve the quality of life for all ages in our community.

First Selectwoman Kupchick also spoke of the following:

On Thursday, April 20<sup>th</sup> at 6:30 pm at Osborn Hill School, the Town is hosting a public workshop on the Plan of Conservation and Development. This is an opportunity to have your voice heard with regard to planning for future development in Town.

Holocaust Commemorations:

The Fairfield Public Library's Fairfield Holocaust Commemoration Program will take place on Wednesday, April 19<sup>th</sup> at 6:30 pm at the Main Library.

All residents are invited to gather to commemorate the Holocaust on Wednesday, May 3, 2023 at 7:30 pm at First Church Congregational with an interfaith ceremony. This is an annual event hosted by the Fairfield Holocaust Committee that always includes a meaningful speaker.

- Shop & Stroll

The annual Shop & Stroll Into Spring will take place on Thursday, April 27<sup>th</sup> in downtown Fairfield to support our local businesses. This could be a nice opportunity to do some shopping including buying Mother's Day presents! As a part of this year's event, the Town will be collecting food pantry items and raising funds for Operation Hope.

- Earth Day

Fairfield's Earth Day Celebration will take place on Saturday, April 29<sup>th</sup> from 10 am to 1 pm, rain or shine at the Fairfield YMCA in conjunction with the Town's observance of Drive Electric Earth Day and the YMCA's Healthy Kids Day® -- a national initiative aimed at encouraging healthy kids and families and a healthy start to the summer season. The day also will feature a safety-focused "Bike Rodeo" sponsored by the Fairfield Boy Scouts, Fairfield Police and Yale New Haven Health/Children's Hospital.

Please refer to Friday's newsletter, which is up on the Town website for more details, town news and upcoming events.

12) Adjourn

Selectman Flynn made a motion to adjourn. Selectwoman Lefkowitz seconded the motion which carried unanimously.

The meeting adjourned at 5:25 pm.

Respectfully submitted,

Pru O'Brien  
Recording Secretary