BOARD OF SELECTMEN SPECIAL MEETING Thursday, July 20, 2023, 4:00 pm

Via Webex Only

A recording of this meeting can be found here: BOS Special 7/20/2023.

DRAFT MINUTES

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

OTHERS PRESENT: Purchasing Director Adam Tulin, Director of Construction and Energy Services for Fairfield Public Schools (FPS) Sal Morabito, Executive Director of Operations for FPS Angelus Papageorge, FairTV, members of the public.

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.

Selectman Flynn offered his condolences to the First Selectwoman and her husband on the loss of her father-in-law and asked for a moment of silence.

3) PURCHASING AUTHORITY

To hear and consider authorizing the Purchasing Authority to enter into the proposed contract with Sav-Mor Cooling & Heating Inc., to provide all labor, materials, equipment and all else necessary to perform the Fitts House HVAC RTU Replacement at Fairfield Warde High School as detailed in Bid #2023-153 in an amount not to exceed \$1,089,900, with additional authority to execute change orders to said contract in an amount not to exceed \$20,000 for a combined grand total not to exceed \$1,109,900. Funding for this contract is available in account 26009010-57000-FY227 – HVAC at Fitts and FPS Operating Account 2530-3950-300.

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

Selectman Flynn wanted to confirm that Town Attorney James Baldwin reviewed and approved the contract. First Selectwoman Kupchick said the Town Attorney is away, but he had reviewed this contract and had no issues with it.

Selectman Flynn asked if the item went through the usual bid process to which Mr. Morabito replied yes. Selectman Flynn asked if the Town had used this contractor in the past and if it was satisfied with its performance. Director of Construction and Energy Services for FPS Sal Morabito explained what the company had worked on in the past and said the Town was satisfied with that work. There was a discussion about funding and the timeframe for this project.

The motion carried unanimously.

4) ADJOURN

Selectwoman Lefkowitz made a motion to adjourn the meeting. Selectman Flynn seconded the motion. The meeting adjourned at 4:09 pm.

Respectfully submitted,

Pru O'Brien Recording Secretary From: null@town.fairfield.ct.us
To: Board of Selectmen

Subject: New submission for form: Boards and Commissions Interest Form (ID #237)

Date: Wednesday, September 7, 2022 11:29:28 AM

Boards and Commissions Interest Form

Record #237 submitted from IP address 24.146.185.203 on 9/7/2022 11:29 AM

View form

	,			
ID	237			
First Name	Ted			
Last Name	Dezvane			
Street Address	360 Hemlock Hills Rd. North			
Zip Code	06824			
Email Address	Dezvane@gmail.com			
Cell Phone	475-999-2011			
Home Phone				
Work Phone				
Voter Registration Status	Yes			
Political Party Affiliation	Unaffiliated (No party affiliation)			
Board or Commission	Land Acquisition Commission			
Read the Boards Role	Yes			
How You Learned About the Position	From the First Selectwoman's regular town updates			
Who You Have				

Spoken To	
Explanation of Interest and Contribution	I'm very proud of our town and the things that set us apart from many other places. Our commitment to open spaces and conservation are high on this list. I have extensive general management and consulting experience at the executive level. I am known for being pragmatic, objective, fact-based and always acting with high integrity.
Resume or Bio	TDezvane 2022 bio.pdf
Additional Comments	I am interested in the open alternate positions on either the conservation commission or land acquisition commission.

Manage



TED DEZVANE

Consultant and General Management Executive

Ted Dezvane is a strategic and operational thought leader with deep consulting and general management experience. He is known for his pragmatic, hands-on approach and track record for leading programs that deliver top-line growth and operational improvement.

Ted has led business units and served clients across a wide range of industries with target customers ranging from large global enterprises and government agencies, to small and mid-sized businesses. He is passionate about helping clients and colleagues build new capabilities and succeed in realizing their full ambitions.

Career highlights include

- SVP & Head of the North American IT Consulting business at Gartner, Inc.
- SVP & Global Leader for the document services offering portfolio within Xerox Corporation, including its market leading managed print services, communication services, and digital software & solutions businesses
- Chief Strategy Officer for Xerox Corporation and Program Leader responsible for separating Xerox into two public companies in 2016
- Head of Strategy & Portfolio Management for Xerox Business Services, a large multi-line Business Process Outsourcing provider now known as Conduent, Inc.
- Associate Principal with McKinsey & Company and leader in the firm's Services Strategy & Operations practice
- Principal of startup consultancy Dovetail360, LLC

Ted has a degree in Mechanical Engineering from The Cooper Union and an MBA from Columbia Business School. He lives in Fairfield, Connecticut with his wife and two children.

Stephen Sivakoff 128 Katona Drive unit 1B3 Fairfield, CT 06824

Stephen.Sivakoff@gmail.com 203-275-6730

Bio

I have been a resident of Fairfield for 17 years and previously a resident of Weston CT.

I am a retired adjunct professor of management and my experience and education is summarized below.

What makes me qualified for this position is that I have had an interest in planning and zoning for 40 years.

I have owned a variety of homes in CT, NJ and California and dealt with many issues of land use over the years as a homeowner and interested citizen.

Many years ago my family home in Weston, CT was acquired in order for the town to build a new elementary school and that experience prepares me for any type of town land use issues to be able to see all sides fairly.

I would like to give back and take on the remainder of this role's duties until the next election in 2025.

Bachelors in Arts 1985 Columbia College in the City of New York

Urban Planning / Economics

From: null@town.fairfield.ct.us
To: Board of Selectmen

Subject: New submission for form: Boards and Commissions Interest Form (ID #328)

Date: Thursday, August 3, 2023 10:54:55 PM

Boards and Commissions Interest Form

Record #328 submitted from IP address 64.9.251.135 on 8/3/2023 10:55 PM

View form

ID	328
First Name	Stephen
Last Name	Sivakoff
Street Address	128 Katona Drive
Zip Code	06824
Email Address	stephen.sivakoff@gmail.com
Cell Phone	203-275-6730
Home Phone	203-275-6730
Work Phone	203-275-6730
Voter Registration Status	Yes
Political Party Affiliation	Other 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	I have lived in Fairfield for 18 years and follow the zoning issues regularly and have a keen interest in being a member of this committee to provide my point of view as a resident who wants to maximize recreation and conservation while being in touch with current needs and zoning standards. I am an active member of conservation groups and have studied urban planning at university level and have had many unique life experiences including coordinating with Weston town hall to have my family land acquired to become an elementary school and being part of that process 25 years ago prepares me to be a valuable contributor to all aspects of land acquisition, preservation and best use for townspeople.
Resume or Bio	Bio for Fairfield Land commission.pdf
Additional Comments	

Manage

Compensation Recommendation Committee for the Board of Selectmen Committee Charge

A Compensation Recommendation Committee for the Board of Selectmen (CRCBOS) is hereby established to review and recommend compensation for the Board of Selectmen. The CRCBOS shall report to the Board of Selectmen through the Office of the First Selectperson.

Using compensation data from CCM and other organizations, the Town Budget, and other relevant data and research reports as deemed useful, the CRCBOS shall make a comprehensive recommendation to the Board of Selectmen to determine compensation for the First Selectperson and the Selectmen for the period November 2023 through November 2027.

Members of the CRCBOS shall be appointed by the Board of Selectmen and will include one member of the majority party and one member of the minority party of the Board of Finance and one member of the majority party and one member of the minority party of the RTM for a total of 4 members. The Committee shall elect a Chairperson and a Secretary.

The Committee shall commence work immediately upon appointment by the Board of Selectmen and shall report back a recommendation to the Board of Selectmen no later than July 1, 2023.

The Committee shall cease to exist upon the submission of a recommendation to the Board of Selectmen.

Approved at 04/17/23 BOS meeting.

From: jrmitola@aol.com <jrmitola@aol.com>

Sent: Thursday, June 8, 2023 10:26 AM

To: bos@farifieldct.org; Schmitt, Jared <JSchmitt@fairfieldct.org>; Carpenter, Jennifer

<JCarpenter@fairfieldct.org>

Cc: Pistilli, Sharon <sbpistilli@gmail.com>; jwalsh@lawmgw.com; Bateson, Edward

<bateson.fairfield@gmail.com>
Subject: Compensation committee

Good Day:

The Compensation Recommendation Committee for the Board of Selectmen made up of John Mitola (BOF); Sharon Pistilli (RTM) James Walsh (BOF), and Edward Bateson (RTM) met on May 24, 2023 and June 7, 2023, and voted to make the following recommendations to the Board of Selectmen (BOS) regarding BOS compensation.

First Selectperson Compensation

Salary- As previously determined, on July 1, 2023 the First Selectperson salary will be increased to \$148,721. Using this as the base salary moving forward the Committee makes the following recommendations:

- 1. July 1, 2024-2.5% salary increase.
- 2. July 1, 2025-2.5% salary increase.
- 3. July 1, 2026- 2.25% salary increase.
- 4. July 1, 2027-2.25% salary increase.

With respect to the recommendations above, please be advised that the Committee looked at other similar municipalities throughout Fairfield County and Connecticut and determined that Fairfield's pay rate is competitive and in line with other municipalities. The Committee believes that the recommended increases are appropriate to keep Fairfield in a fair and competitive salary range for this position. Moreover, the Committee considered what recent collective bargaining contracts have settled for and they range between 2.5 to 2.6% range. This, along with inflationary trends over the last two years, further justifies and supports the recommended increases identified above. (*Please note that for the past 4 years the total increase in the First Selectperson salary is a combined 2.5 % over 4 years; July 1,2020 and 2021 0%; July 1, 2022 1% and July 1, 2023 1.5%*).

Insurance Cost Sharing- The First Selectperson cost sharing is tied to and follows the percentages paid by the department heads and other elected officials, and now is at 18%. The Committee recommends no changes to this and that the position of First Selectperson should continue to follow the cost sharing percentage paid by department heads and other elected officials with an understanding that this figure can change over the next four years. The Committee looked at what the various unions pay in this area, and it ranges between

12.25% to 17%, with most paying 17%. Therefore, the percentage paid by department heads and the First Selectperson is higher (thereby setting an example) and appropriate.

The Committee wants to point out one issue that we discovered in this process- Four years ago this same Committee made up of John Mitola (BOF); Sharon Pistilli (RTM); Chris DeWitt (BOF) and Pam Iacono (RTM) recommended that the First Selectperson position pay a cost sharing of 21% (July 1, 2020) rising each year at 1% until it reached a 24% cost sharing on July 1, ,2023. The thought process then was that public sector employees were being asked to pay higher contributions in this area, and in fact the Fairfield BOE was trending in that direction at the time. The BOS voted to approve this recommendation but apparently the cost sharing recommendation was not followed by the town. We do not know why this happened and request to the BOS that if it approves these new recommendations that there be a system in place to make sure that approved recommendations are implemented and followed.

With respect to these higher cost sharing recommendations made 4 years ago, the current trend appears to be going in the opposite direction-namely that municipal employers are reducing cost sharing percentages or at least they are not going as high as 20-24%. This appears to be the trend in Fairfield as well. (union highest is 17%). Therefore, the current Committee is comfortable regarding the current recommendation of having the First Selectperson cost sharing follow what Department Heads and other elected officials pay. (now at 18%).

First Selectperson Travel Stipend- The current travel stipend is \$6000 per year. The Committee recommends no change in that stipend.

Selectmen Compensation

The Committee recommends that the current salary of \$12,000 per year remain in place and not be changed. This salary is competitive.

Conclusion

I am coping my fellow Committee members on this email. If they believe that the above has any inaccuracies, please point them out.

If necessary, I would be happy to appear before the BOS to discuss the above recommendations and I am sure my fellow Committee members would also appear.

I want to thank my fellow committee members, as well as Jared Schmitt and Jen Carpenter for their work.

Thank you.

John Mitola

Chair Compensation Recommendation Committee for the BOS.

Compensation Recommendation Committee for the Board of Selectmen Special Meeting (CRCBOS) Wednesday, May 24, 2023, 6:00 pm Via Webex and In Person at the 2nd Floor Conference Room, Independence Hall 725 Old Post Road, Fairfield, CT

A recording of this meeting can be found here: CRCBOS Meeting 5/24/2023.

DRAFT MINUTES

MEMBERS PRESENT: Chairman John Mitola, Secretary Sharon Pistilli, Ed Bateson, James Walsh

I. Call to Order

First Selectwoman Brenda Kupchick called the meeting to order at 6:00 pm.

- II. Election of Officers
 - A. Nomination and Election of Chair

Ed Bateson nominated John Mitola for Chairman of the CRCBOS. Jim Walsh seconded the motion which carried unanimously.

B. Nomination and Election of Secretary

Ed Bateson nominated Sharon Pistilli for Secretary of the CRCBOS. John Mitola seconded the motion which carried unanimously.

Officers for the CRCBOS

Chairman -John Mitola

Secretary- Sharon Pistilli

III. Review and Discuss Committee Charge

Chairman Mitola asked the Committee if everyone had read the Charge and if they had any questions or comments. Seeing as there were no questions from Committee members, the meeting continued.

IV. Discuss Next Steps

Sharon Pistilli shared her presentation with the Committee on Compensation Analysis. She said she looked at towns with a population of 20,000 and up with a Selectmen or Mayor/Council government. Ms. Pistilli said she also added towns to this research that are similar in size to Fairfield even if they had a different form of government.

The First Selectperson's salary for 2019 was \$138,082 with no increases in FY 2020 or 2021. The salary for the 2024 FY is \$148,721.

There was a discussion about the responsibilities of the First Selectperson and if the compensation should be increased more than the average increase for the unions and department heads. There were also questions about a car stipend and cost share percentage.

Chairman Mitola said he will ask CFO Jared Schmitt the following questions for the next meeting:

- What is the actual salary for the First Selectperson minus any car stipend? Additionally, what is the amount of the car stipend?
- What is the current cost share for Department Heads?
- What is the average increase for the unions?

For the full discussion and presentation, please use the link posted here: <u>CRCBOS Meeting</u> 5/24/2023.

V. Approval of 2023 Meeting Schedule

The members voted to hold the next meetings on:

Wednesday, June 7, 2023, 6:00 pm

Tuesday, June 13, 2023, 6:00 pm

VI. Adjourn

Jim Walsh made a motion to adjourn the meeting. Ed Bateson seconded the motion which carried unanimously.

The meeting adjourned at 6:54 pm.

Respectfully submitted,

Pru O'Brien Recording Secretary

Compensation Recommendation Committee for Board of Selectmen 06/07/23 - YouTube

DRAFT MINUTES

Present: John Mitola, Chair (BOF), Sharon Pistilli, Secretary (RTM), Edward Bateson (RTM), James Walsh (BOF)

- I. Call to Order
 Chairman John Mitola called the meeting to order at 6:06 pm.
- II. Discussion of and review of compensation scenarios for Board of Selectmen with possible vote recommending compensation for Selectmen and First Selectman/woman positions for July 1, 2024; July 1, 2025; July 1, 2026; and July 1, 2027.

Mr. Mitola did some research to determine the base salary when the special commission was last convened in 2019. We thought that the base salary was \$138,042, and in it was in fact \$141,554.76.

The cost sharing for benefits was supposed to be 24% as of July, 2023, however, the benefits cost sharing has stayed the same as department heads at 18%. This was an error, but it is aligned with overall practices, as cost sharing did not increase as much as we had anticipated the last time the special commission convened back in 2019.

There was discussion regarding car allowance, and what level would be appropriate. Mr. Walsh stated that the allowance of \$500 a month would be 9,000 miles a year by federal mileage reimbursement standards. Mr. Bateson suggested raising the allowance to \$9,000. Ms. Pistilli stated that for publicly traded companies, car allowances are a thing of the past, and that incremental miles beyond the usual commute to work are what should be considered in terms of what would be additional for the role.

After discussion, we proposed the following pay decisions

The base salary at the time of this decision is \$148,721.

7/1/2024 2.5% 7/1/2025 2.5% 7/1/2026 2.25% 7/1/2027 2.25%

Benefits cost sharing will be 18%, and tied to the Department Head contract.

Car allowance for the First Selectperson of \$6,000.

Board of Selectman pay of \$12,000 will remain unchanged.

Mr. Mitola made a motion to approve.

Item passed unanimously.

III. Adjourn

Mr. Mitola made a motion to adjourn, seconded by Mr. Walsh.

Respectfully submitted,

Sharon Pistilli, Secretary (RTM)

Proposed Plan for \$2.5 Million Rooster River Grant

- **Phase 1: Detention Basin Project- extension of existing project/ mitigation**
- Permitting process ongoing submitted Fall 2022 and January 2023
- -CT DEEP USACE Permits expected to be issued By November 2023
- Final design December 2023-Jan 2024
- Bid opening February 2024
- Construction begins Spring 2024
- Completion December 2024 or Spring 2025 (dependent on ARPA funding/bonding/permit conditions)
- **Phase 2: Sediment Removal**
- -- Preliminary testing for sediment removal was performed Spring 2023
- Survey work for volume calculations Starting around February or March 2024 (1-2 months after agreements are in place).
- Permitting required Prior to construction (General permit, COP, or full permit TBD)
- **Phase 3: Green Infrastructure and Open Space Improvements for 150 Villa Avenue**
- Design completion October 2023
- Permits Fall 2023
- Construction begins Winter-Spring 2024
- Completion Spring 2025

In summary, the entire 2.5 M project can be broken down into mini-phases as follows:

- 1. Survey work for sediment removal(Rooster River from Brooklawn to Kings Hwy/North Ave) Starting around Fall 2023- January 2024
- 2. Additional testing (if required) for sediment removal in Rooster River Winter- Spring 2024-Permits and Construction Summer 2024-2025 depending on permits/access.
- 3. Tunxis and Fairchild Wheeler Detention Basin Project permitting / Mitigation Fall 2023 Spring 2024
- 4. Tunxis and FCW Detention Basin Project bid opening and construction February 2024 (Bids) through Spring 2025
- 5. Green Infrastructure and Open Space improvements design and construction October 2023 through Spring 2025 for 150 Villa Avenue Property

The schedule is subject to various factors, including permitting, bonding requirements, and other regulatory (mitigation) conditions. The coordination between the Town of Fairfield and the City of Bridgeport is essential for addressing common issues, providing manpower support, and securing potential funding.

REFUNDS SUBMITTED FOR APPROVAL 8/21/2023

<u>Name</u>	<u>List No.</u>	<u>Tax</u>	Interest	<u>DMV</u>	<u>Bill</u>	<u>Reason</u>
2022 REAL ESTATE MACPHERSON ALISTAIR TOTAL	2022 01 13527	\$6,668.70 \$6,668.70				PAID IN ERROR-ESCROWS
2022 MOTOR VEHICLE CANE ALLAN M & ADRIENNE D CASERRTA ROBERT A & SUSAN J DAIMLER TRUST FINANCIAL SER VEH TRUST GREENE LAURA A HYUNDAI LEASE TITLING TRUST JENSEN ARTHUR A KIMBERLY ANDREW LIANG JENNIFER J MESHBERG EMIL D MESHBERG TOBY NAGY BRADLEY NEMCHEK FRANK W JR NEWBAUER KIMBERLY C NISSAN INFINITI LT LLC NISSAN INFINITI LT LLC NISSAN INFINITI LT LLC NISSAN INFINITI LT LLC VISSAN INFINITI	2022 03 55546 2022 03 56084 2022 03 59302 2022 03 59315 2022 03 59369 2022 03 59404 2022 03 59458 2022 03 63957 2022 03 63957 2022 03 63969 2022 03 63969 2022 03 63992 2022 03 63992 2022 03 64204 2022 03 67276 2022 03 70661 2022 03 70661 2022 03 75506 2022 03 75506 2022 03 75506 2022 03 75506 2022 03 78848 2022 03 78849 2022 03 80455 2022 03 80699 2022 03 80795 2022 03 81015 2022 03 81015 2022 03 81051 2022 03 81258 2022 03 81356 2022 03 84855 2022 03 84855 2022 03 84855 2022 03 86949 2022 03 94011 2022 03 94011 2022 03 94011 2022 03 94066 2022 03 94066 2022 03 94066 2022 03 94066 2022 03 94066 2022 03 94066 2022 03 94069 2022 03 94069 2022 03 94069 2022 03 94069	\$17.32 \$11.30 \$756.38 \$642.54 \$691.20 \$436.40 \$402.72 \$211.84 \$179.08 \$1,023.71 \$199.80 \$541.58 \$262.98 \$120.60 \$775.20 \$330.40 \$267.12 \$278.95 \$33.68 \$14.50 \$1,859.68 \$14.50 \$1,859.68 \$565.62 \$26.52 \$4.16 \$201.32 \$295.86 \$97.52 \$370.96 \$173.66 \$45.52 \$107.46 \$190.36 \$45.52 \$107.46 \$190.36 \$391.54 \$336.88 \$336.84 \$356.26 \$685.00 \$265.74 \$607.62 \$271.08 \$330.84 \$376.38 \$324.64 \$259.26				OVERPAID DUE TO ADJUSTMENT
VAULT TRUST WALES KENNETH R WALLER ADAM B TOTAL	2022 03 94150 2022 03 95889 2022 03 95990	\$185.14 \$10.26 \$133.38 \$16,340.94				OVERPAID DUE TO ADJUSTMENT OVERPAID DUE TO ADJUSTMENT OVERPAID DUE TO ADJUSTMENT

2022 PERSONAL PROPERTY FIRST AMERICAN EQUIPMENT FINANCE TOTAL	2022 02 35570	\$280.60 \$280.60	OVERPAID DUE TO ADJUSTMENT
2021 MOTOR VEHICLE CHUGHATTA SHAHZAD P GERVAIS HUGO GREENE LAURA A NISSAN INFINITI LT LLC TOMMINS PATRICK J WALLER ADAM B CCAP AUTO LEASE LTD TOTAL	2021 03 57265 2021 03 65950 2021 03 66975 2021 03 80633 2021 03 91107 2021 03 95219 2021 04 81111	\$798.94 \$16.34 \$331.78 \$78.74 \$68.15 \$63.66 \$649.65	OVERPAID DUE TO ADJUSTMENT OVERPAID IN ERROR OVERPAID DUE TO ADJUSTMENT
2021 PERSONAL PROPERTY APPLEGREEN CT TRAVEL PLAZAS LLC TOTAL	2021 02 35812	\$32.69 <u>\$32.69</u>	OVERPAID IN ERROR
2020 REAL ESTATE HUCKINS CHRISTOPHER N TOTAL	2020 01 01846	\$2,885.31 \$2,885.31	PAID IN ERROR-ESCROWS
2020 MOTOR VEHICLE SABEK OMAR A TOTAL	2020 03 85755	\$110.80 \$110.80	OVERPAID DUE TO ADJUSTMENT
TOTAL TAX TOTAL INTEREST GRAND TOTAL	\$28,326.30 0 \$28,326.30	-	