

**BOARD OF SELECTMEN REGULAR MEETING**  
**Monday, January 30, 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: [BOS1302023RME - YouTube.](#)

**DRAFT MINUTES**

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

MEMBERS ABSENT: Selectman Thomas Flynn

OTHERS PRESENT: Sally Connolly, Purchasing Director Adam Tulin, Assistant DPW Director John Cottell, CFO Jared Schmitt, Community and Economic Development Director Mark Barnhart, Town Attorney Jim Baldwin, FairTV

1) **CALL TO ORDER**

First Selectwoman Kupchick called the meeting to order at 4:00 pm. She said Selectman Flynn could not attend today's meeting due to a work conflict.

2) **PLEDGE OF ALLEGIANCE**

First Selectwoman Kupchick led the Pledge of Allegiance.

3) **MINUTES**

To consider and act upon the minutes of October 17, 2022, December 5, 2022 and January 9, 2023

Selectwoman Lefkowitz made a motion to approve the minutes of 10/17/22, 12/5/22 and 1/9/23 as written. First Selectwoman Kupchick seconded the motion which carried unanimously.

4) **RESIGNATIONS**

a) Burr Gardens Advisory Committee

Robert Twardzik (U) 561 Pequot Avenue, term 11/  
(Resigned 01/02/23)

b) Town Plan and Zoning Commission

Sarah K. Keitt (D) 538 Winnepogue Drive, term 11/21-11/25  
(Resigned 11/28/22)

The Selectwomen thanked both Robert Twardzik and Sarah Keitt for serving.

5) **REAPPOINTMENT**

Board of Health

Sally E. Connolly (R) 682 Tunxis Hill Road, term 11/22-11/26

First Selectwoman Kupchick made a motion to reappoint Sally Connolly to the Board of Health. Selectwoman Lefkowitz seconded the motion for discussion purposes.

Ms. Connolly spoke about her experience on the Board of Health which she has been serving on since 2019. She also spoke about her background in the health field.

Selectwoman Lefkowitz said she could not support the reappointment. She said by no means should Ms. Connolly's voice be silence and diverging opinions are important to get to informed decisions, but some of Ms. Connolly's points of view during the pandemic were counter to what the Board of Health and Administration advocated for during the pandemic.

First Selectwoman Kupchick made a motion to postpone the reappointment to the next scheduled BOS meeting. Selectwoman Lefkowitz seconded the motion which carried unanimously.

The full discussion can be heard by using the above meeting recording link.

6) **PURCHASING AUTHORITY**

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Janney Montgomery Scott, LLC to provide investment advisory services regarding selected general operating fund assets as detailed in RFP #2023-07 for a total fee not to exceed 15 basis points.

Selectwoman Lefkowitz made a motion to approve Item 6. First Selectwoman Kupchick seconded the motion.

First Selectwoman Kupchick thanked Gerald Foley, retired Purchasing Director for his service, before introducing the new Purchasing Director Adam Tulin. Mr. Tulin said a RFP was put out in the summer of 2022 for Investment Advisory Services. He said there were nine responses which were shortlisted to four. He said those four were interviewed in January and Janney was unanimously selected. Attorney Baldwin said the Town has an existing agreement with Janney that will need to be changed and the approval today will be conditional on a new contract agreement.

There was no public comment.

The motion carried unanimously.

7) **PURCHASING AUTHORITY**

To hear, consider and authorize the Purchasing Authority to enter into the proposed contract with Anvil CT, LLP to provide repair and replace the stairs at the Town's Transfer Station Facility as detailed in Bid #2023-69R for a total fee not to exceed \$19,800.00 with additional authority to execute change orders to said contract in an amount not to exceed \$1,980.00; for a combined grand total amount not to exceed \$21,780.00. Account #26009010-57000-FY224– Transfer Station Repairs Fund

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

Purchasing Director Adam Tulin said the bid was put out to repair and replace the stairs at the Transfer Station. He said there were four bids and after a scope review with the low bidder, Anvil CT, LLP, it was awarded the bid.  
There was no public comment.

The motion carried unanimously.

8) **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 that the Town of Fairfield, by its First Selectwoman, Brenda L. Kupchick, is authorized to enter into a ground lease for 75 years with Habitat for Humanity to build four units of affordable home ownership housing at 244 Greenfield Street with no cost to the Town and;

FURTHER RESOLVED, that First Selectwoman Brenda L. Kupchick is authorized to execute all documents in connection thereto.”

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

Community and Economic Development Director Mark Barnhart presented this item which has been before the board previously. He said the Town purchased property at 244 Greenfield Street through a CED trust fund. Mr. Barnhart said Habitat for Humanity submitted a bid to develop the project. He said the ground lease with Habitat is included in the backup documents. Mr. Barnhart said Habitat will be acting as the mortgagee with no interest. He said this is the last step in the process before acquiring a building permit and it will need to also be approved by the RTM. First Selectwoman Kupchick acknowledged Mr. Barnhart and all he has done for affordable housing in Fairfield. Selectwoman Lefkowitz also thanked Mr. Barnhart for advocating for affordable housing.

There was no public comment.

The motion carried unanimously.

9) **FIRST SELECTWOMAN**

To approve Board of Selectmen budget meeting dates for Calendar Year 2023 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	21 Tuesday	10:00 am (BOS Public Budget Hearing #1)
February	22 Wednesday	10:00 am (BOS Public Budget Hearing #2)

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

February	27 Monday	10:00 am
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Selectwoman Lefkowitz made a motion to approve Item 9. First Selectwoman Kupchick 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 \$32,067.02

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

The motion carried unanimously.

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

First Selectwoman Kupchick noted the following:

- On January 23<sup>rd</sup>, she gave her State of the Town Address before the RTM highlighting achievements and initiatives our Town has made over the last year. The public can click on the Town website where there's information on the Address.
- The annual Capital Plan Workshop is tomorrow night at the BOF meeting. She said reviewing and prioritizing projects were performed differently this year with her bringing together representatives from the BOF, BOE, RTM, as well as the leadership of the school district and the Town's Finance Department who she met with for about seven months.
- Eligible seniors and disabled persons can submit applications to the Tax Assessor's Office for Tax Relief between Wednesday, February 1<sup>st</sup> and Monday, May 15<sup>th</sup>.
- This coming Wednesday is the Chamber of Commerce's Economic Outlook Breakfast. Tickets can be bought online on the Chamber's website. This is a well-attended event by local business owners where she makes a statement on the Town's economic outlook. The Economic Development Director will also speak on initiatives being worked on.
- She gave kudos to the Engineering and Planning departments for The Ct Chapter of the American Planning Association awarding Fairfield with the "Engaging with Graphics Award" for its efforts in the Post Road Circle Study.
- Sustainable CT recognized Fairfield as one of only five towns in Connecticut with the Climate Leader distinction for outstanding achievements in sustainability. First Selectwoman Kupchick thanked the SFTF and expressed her gratitude for doing a great job and all its hard work.
- The Norma Pfriem Breast Center honored our Town for its loyal support of Pink Pledge visiting many departments who participated in their efforts.

Selectwoman Lefkowitz noted it's the one year anniversary of the Racial Equity and Justice Task Force's blueprint and in light of the murder of Tyre Nichols, there are opportunities to look at systems in place and use the blueprint as a catalyst for ongoing work.

12) Adjourn

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

Respectfully submitted,

Pru O'Brien  
Recording Secretary

**From:** [null@town.fairfield.ct.us](mailto:null@town.fairfield.ct.us)  
**To:** [Board of Selectmen](#)  
**Subject:** New submission for form: Boards and Commissions Interest Form (ID #259)  
**Date:** Wednesday, February 1, 2023 8:27:48 AM

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## Boards and Commissions Interest Form

Record #259 submitted from IP address 38.81.106.134 on 2/1/2023 8:28 AM

[View form](#)

<b>ID</b>	259
<b>First Name</b>	Jeanine
<b>Last Name</b>	Pocoski
<b>Street Address</b>	79 Lewis Drive
<b>Zip Code</b>	06825
<b>Email Address</b>	jpocoski@gmail.com
<b>Cell Phone</b>	203-721-4484
<b>Home Phone</b>	
<b>Work Phone</b>	
<b>Voter Registration Status</b>	Yes
<b>Political Party Affiliation</b>	Democratic Party
<b>Board or Commission</b>	Town Plan and Zoning Commission
<b>Read the Boards Role</b>	Yes
<b>How You Learned About the Position</b>	Steve Sheinberg
<b>Who You Have</b>	First Selectwoman, Other Board Members

<b>Spoken To</b>	
<b>Explanation of Interest and Contribution</b>	As an educator, student, and mother, I possess a broad skill set which I believe will prove useful in making planning and zoning decisions on the behalf of Fairfield residents. I am dedicated to keeping Fairfield a town which all residents, regardless of age or ethnicity, can feel safe and happy.
<b>Resume or Bio</b>	<a href="#">Jeanine Pocoski CV 2023.pdf</a>
<b>Additional Comments</b>	

[Manage](#)

# Jeanine Pocoski

79 Lewis Drive, Fairfield, CT 06825 | [pocoskij1@southernct.edu](mailto:pocoskij1@southernct.edu) | (203) 721-4484

## EDUCATION

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<b>Southern Connecticut State University</b> , New Haven, CT <i>Educational Leadership, Ed.D. – Expected graduation 5/23</i> Dissertation: <i>The Lived Experiences of Black Student Teachers</i>	9/19-present
<b>University of Connecticut</b> , Storrs, CT <i>6<sup>th</sup> Year Degree in Educational Administration</i>	7/08-5/10
<b>University of Bridgeport</b> , Bridgeport, CT <i>Certificate of Remedial Reading and Language Arts</i>	9/06-5/08
<b>University of Bridgeport</b> , Bridgeport, CT <i>Master of Science in Elementary Education</i>	1/04-6/05
<b>Western New England College</b> , Springfield, MA <i>Bachelor of Science in Psychology</i>	9/98-5/02

## PUBLICATIONS

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**Pocoski, J. & Michel, K.** (2020). Policy Brief: Additional English Learner Course Requirements for Preservice Teachers, *Journal of Educational Leadership and Policy Studies, Fall 2020 Special Issues on Educational Leadership Policy Briefs: Perspectives of Doctoral Students.*

## PROFESSIONAL PRESENTATIONS

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**Pocoski, J. & Bower-Phipps, L.** (2023, May). Using action research to support student teachers. To be presented at the Annual Meeting of NEERO. Portsmouth, NH.

Bower-Phipps, L., **Pocoski, J.**, Ruggiero, B., Sasu, K., & Hegedus, S. (2023, March). Destination PDS: Navigating a nascent school/university partnership. To be presented at the Annual Meeting of the Association of Teacher Educators. Jacksonville, FL.

**Pocoski, J. & Bower-Phipps, L.** (2023, March). Supporting the transition from student to teacher through mindfulness. To be presented at the Annual Meeting of the Association of Teacher Educators. Jacksonville, FL.

**Pocoski, J. & Todaro, A.** (2023, March). Making the case for race congruent experiences for Black student teachers. To be presented at the Annual Meeting of the Association of Teacher Educators. Jacksonville, FL.

**Pocoski, J.** (2022, November). Reacting to Student Teacher Stress through Mindfulness and Other Strategies. Presented at Faculty Tapas. New Haven, CT.

**Pocoski, J.** (2022, May). The experiences of Black student teachers. Graduate Student Research & Creative Activity Conference. New Haven, CT.

**Pocoski, J. & Bower-Phipps, L.** (2022, April). “Feeling Overwhelmed:” Identifying and Responding to Stress and Anxiety during Student Teaching. Presented at the New England Educational Research Organization Annual Meeting, Portsmouth, NH.

Daniels, F., **Pocoski, J.** & Duff, P. (2022, May). Resistance in these spaces: A collaborative autoethnography. Graduate Student Research & Creative Activity Conference. New Haven, CT.



**Pocoski, J.** (2021, November). Identifying and responding to stress and anxiety during student teaching. Presented at Faculty Tapas. New Haven, CT.

## PROFESSIONAL EXPERIENCE

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### **Southern Connecticut State University, New Haven, CT**

*Instructor, Student Teacher Supervisor, 1/18-Present*

- Create robust course syllabi grounded in the principles of elementary education
- Read, analyze, and teach from professional texts
- Provide ongoing verbal and written feedback to students
- Regularly communicate with students outside of class to provide support and guidance with coursework
- Observe and evaluate aspiring teachers in student teaching classroom settings
- Serve on Undergraduate Curriculum Committee
- Nominated for the J. Philip Smith Outstanding Teaching Award 2019-2020

#### ***Courses Taught:***

- EDU 206: Principles in Early Childhood Education
- EDU 309: Integrated Methods in Early Childhood Education
- EDU 322: Family, School, and Community Partnerships
- EDU 352: Early Childhood Integrated Curriculum, Assessment, and Observation
- EDU 416: Policy and Advocacy in Early Childhood Education
- EDU 485: Student Teaching Seminar—Early Childhood Education/Elementary/Elementary Bilingual

### **Charter Oak State College, New Britain, CT**

*Adjunct Professor, 9/18-5/19*

- Composed a robust course syllabus grounded in the principles of early childhood education and assessment
- Created ADA compliant online materials, including presentations, student work, and supplemental resources
- Provided individualized, ongoing feedback to students

#### ***Course Taught:***

- ECE 210: Observation and Assessment in ECE Programs

### **Brass City Charter School, Waterbury, CT**

*Principal, 7/14-8/17*

- Provided effective instructional leadership to teaching staff through observations, team meetings, and ongoing curricular support, resulting in exceptionally high levels of student achievement on 15-16, 16-17 Math and ELA SBACs
- Collaborated weekly with all grade teams to develop and standardize curriculum in reading, writing, and math, using *Reading Workshop*, *Writing Workshop*, and *Singapore Math*
- Developed a whole-school curriculum and lesson plan system using Google Drive which increased availability of resources and encouraged collaboration
- Facilitated ongoing data analysis with classroom teachers, interventionists, and specialists, using formative and summative assessments
- Scheduled, planned, and led ongoing professional development aligned to curriculum, mission, and whole school initiatives/goals
- Conducted observations, conferences, and evaluations, for all teachers using the CCT Rubric for Effective Teaching and SEED guidelines
- Managed and documented evaluation process for all teachers using EdReflect
- Collaborated with Yale Center for Emotional Intelligence to successfully implement RULER approach
- Created and led Teacher Evaluation Committee to establish consensus and understanding around teacher evaluation and observations
- Developed Early Childhood policy handbook and NAEYC Program Portfolio leading to accreditation
- Coordinated all SBAC training, events, schedules, testing accommodations, and modifications
- Participated in Special Education PPT meetings, as well as supported implementation of accommodations and modifications stated in student IEP's

- Exhibited exceptional written and verbal communication skills to both staff and parents through meetings, weekly memos, emails, and whole school notices
- Co-developed and executed whole-school online summer enrichment program
- Mentored administrative intern through regular meetings, observations, and coaching
- Implemented and encouraged an, "Open Door Policy," to ensure staff sustainability and school effectiveness resulting in staff retention close to 100%
- Developed and implemented in-house coverage system for staff member absences
- Prepared and facilitated the completion and distribution of report cards using online software (Alma)
- Observed, interviewed, and hired new staff
- Developed whole-school daily schedule

#### **Achievement First Hartford Academy Elementary School, Hartford, CT**

*K-2 Academic Dean, 7/12-6/14*

- Formally observed and evaluated all K-2 teachers three times a year using an educator evaluation system aligned with CCT Rubric for Effective Teaching
- Conducted weekly informal observations to provide coaching and feedback on lesson delivery, small group instruction, differentiation, and classroom management
- Designed and implemented a comprehensive and fully aligned K-2 ELA program, including *SRA Reading Mastery, Reading and Writing Workshop*, and guided reading
- Facilitated data analysis meetings of summative and formative assessments to guide teachers in lesson planning and delivery
- Designed and delivered professional development on the following: *Reading and Writing Workshop, SRA Reading Mastery, Pearson Words Their Way*, guided reading, and SRBI Interventions
- Co-developed Tier II and Tier III academic and behavior intervention system
- Provided input on budgeting process through the ordering of curricula and technological resources
- Mentored beginning teachers through Connecticut Certification TEAM modules
- Interviewed and observed demonstration lessons of potential candidates for teaching positions

#### **Achievement First Bridgeport Academy Middle School, Bridgeport, CT**

*Academic Dean, 7/10-6/12*

- Formally observed and evaluated teachers three times a year using an educator evaluation system aligned with CCT Rubric for Effective Teaching
- Conducted weekly informal observations to provide coaching and feedback on lesson delivery, small group instruction, differentiation, and classroom management
- Designed and delivered professional development sessions on the following: *Fountas and Pinnell Leveled Literacy Intervention*, SRBI Interventions, best instructional practices, and Interim Assessment data analysis
- Developed and managed after school program including a sporting association, art club, drama club, and tutoring
- Coordinated all 5<sup>th</sup>-8<sup>th</sup> grade CMT and Interim Assessments schedules, technological preparation, training, test distribution, testing accommodations and modifications
- Oversaw Special Education services and SRBI implementation as well as attended all PPTs
- Mentored beginning teachers through Connecticut Certification TEAM process
- Interviewed and observed demonstration lessons of potential candidates for teaching positions

#### **DePaolo Middle School, Southington, CT**

*Literacy Specialist, 9/08-6/10*

- Delivered professional development on *Reading Workshop*, CMTs, and implementation of literacy strategies in various content areas
- Delivered instruction to 7<sup>th</sup> and 8<sup>th</sup> grade remedial readers
- Modeled integration of literacy strategies in content areas for history and science teachers
- Implemented *Wilson Reading System* over a two-year period resulting in 4 years of reading growth for struggling readers

#### **Wakelee Elementary School, Wolcott, CT**

*Grade Five Teacher, 9/05-6/08*

- Planned and delivered curriculum based lessons in all content areas

- Collaborated regularly with grade level teachers to share and develop lesson materials based on best instructional practices
- Created and executed class community project involving parents, community members, and colleagues, resulting in board and public acknowledgement
- Designed and presented summer professional development to colleagues on the following topics: guided reading, classroom management, and assessment

## TECHNOLOGY SUMMARY

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- **Microsoft Office:** Word, PowerPoint, Excel, Outlook, Publisher, Teams
- **Video Conferencing Platforms:** Zoom, WebEx, Google Meet
- **Computer Based Math and Reading Interventions:** i-Ready, Math Facts Pro, Reading A-Z, RAZ Kids, Lexia, Read Naturally, Reading Plus, Khan Academy
- **Whole School Internet Based Systems:** Google Drive, Alma, PowerSchool, SBAC Portal (TIDE, Air), Blackboard Learn 9
- **Proficient in use of:** Flip Camera, Document Camera, Smart Board, LCD projector

# 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 Selectman's office at [firstselectmanffd@town.fairfield.ct.us](mailto:firstselectmanffd@town.fairfield.ct.us). Please note that your resume and completed questionnaire are public documents. If you have any questions please contact the First Selectman's Office at 203-256-3030 or [firstselectmanffd@town.fairfield.ct.us](mailto:firstselectmanffd@town.fairfield.ct.us).*

Board/Commission: **Board of Health**

Date: 12/16/2019

Name: **Sally Connolly**

email: [sallyeconnolly@gmail.com](mailto:sallyeconnolly@gmail.com)

Address: **682 Tunxis Hill Rd,  
Fairfield, CT 06825**

home phone: **203-362-2294**

work phone: **203-650-3791**

Party: Republican

cell phone: **617-312-0590**

1. How did you learn about this position?

Laura Devlin with transition team.

2. Why are you interested in serving and how can you contribute to this board /commission?

I have devoted my life to healthcare since I graduated in 2003 with my Masters and have worked with pediatric to geriatric populations in a variety of healthcare settings.

3. Have you attended any meetings or reviewed past minutes / agendas? If yes, please specify. I have reviewed agendas and they fit within the parameters of my scope of practice.

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.

Sally Connolly....continued...page 2

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. Mondays 1x/month which should be manageable.

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?

Registered Republican

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

## **SALLY CONNOLLY, MS CCC-SLP**

682 Tunxis Hill Rd. Fairfield, CT 06825  
sallyeconnolly@gmail.com 617-312-0590

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*CT licensed speech-language pathologist & physician liaison with 16 years of experience in nursing and home health settings. Additional professional skills include employee training, marketing, networking, public speaking, community building, and event coordination to facilitate organizational growth and customer-employee satisfaction.*

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### **REHABILITATION AND MANAGEMENT**

#### **Speech-Language Pathologist**

- Family Care Visiting Nurse & Home Care, LLC • January 2019-present
- Preferred Therapy Solutions/Norwalk Rehab (various locations) • 2003-2019
- Waveny Home Healthcare, New Canaan, CT • 2012 - 2015
- Constellation Health Services (home health and school placement) • 2003-2013

Evaluating patients' speech, language, cognitive, swallowing and vocal abilities; Managing fluctuating caseloads between multiple facilities; Modifying patients' diet consistencies to decrease aspiration risk & improve quality of life; Implementing therapy programs to maximize patients' communication abilities, including low tech & high tech AAC devices as appropriate; Consulting with Administrators, Directors of Nursing, Director of Rehab, physicians and nursing staff to develop and train safe feeding protocols/POC; Teaching voice therapy techniques via LSVT-certified and Estill methods to improve voice quality and stamina (e.g. Parkinson's patients, tracheostomy patients with Passy-Muir valve, professional singers/speakers); Assisting FEES (Flexible Endoscopic Evaluation of Swallowing) and mobile MBS (Modified Barium Swallow) providers with objective testing; Counseling/educating patients and family members re: swallow, voice & communication strategies in skilled nursing facility, clinic & homecare settings; Establishing and in-servicing newly developed oral care and cognitive/dementia programs

#### **Clinical Supervisor/Liaison** • Preferred Therapy Solutions/Sacred Heart University • 2014-present

Assisting in the interviewing/hiring process for SLP-CFYS; Completing/submitting applications to CT licensing board and ASHA (American Speech-Language/Hearing Association); Reviewing/teaching documentation protocols; Meeting weekly for written & verbal feedback; Participating in on-site patient visits/case study review; Providing objective feedback during mid-term and final evaluations; Training graduate students to independent clinical skill level per Masters' requirements; Identifying suitable patients for current SHU professor and students as clinical liaison

#### **Interim Rehab Manager** • Preferred Therapy Solutions, Notre Dame/Lourdes • July-August 2012

Collaborated with Regional Manager to address facility needs/concerns during hiring transition period including RUG adjustments and staffing needs; Contacted and scheduled clinicians to meet fluctuating facility caseload and admissions; Presented at and participated in quarterly CQI and 3x per week Medicare/logistics meetings; Entered minutes from MDS reports using facility's Point Click Care (PCC) software; Performed monthly closeouts and biweekly ADP payroll/Optima reconciliation for all full-time, part-time, and per diem clinicians; Oriented covering therapists to facility-specific protocols

## MARKETING AND LEADERSHIP

**Physician Liaison** • Family Care Visiting Nurse & Home Care, LLC • January 2019-present

Developing positive and productive relationships between FCVN and referral accounts; Creating new partnerships with various Assisted Living Facilities (ALFs), Skilled Nursing Facilities (SNFs), Physician Offices, Hospitals, Clinics, Senior Centers, Home Health/Care companies; Communicating with MDs, nurses, therapists, office staff, patients, and family members to create excellent patient experience/results; Attending community outreach/marketing events between Fairfield and Greenwich to strengthen professional relationships

**PTA Executive Board Member** • Fairfield Public Schools • September 2010-present

Organizing small and large scale community events including McKinley World's Fair, annual parent socials, character development assemblies, lunchtime cabaret performances, author visits, and world-class art, dance & music residencies for diverse student populations; Creating social media pages and events to inform and attract attendees; Adhering to allocated annual budgets; Coordinating schedules, contracts, and invoicing with administrators, teachers, presenters, and PTA Board members

**Political Candidate** • State Representative and Board of Education • 2017-2018

Fundraised from social network to qualify for state campaign financing; Planned announcement and election night community events; Co-created campaign materials including palm cards, brochures, mailers, and video segments; Liaised with graphic designer, campaign manager, photographer, videographer, press personnel, and other local and statewide candidates; Designed and maintained Facebook and Instagram social media accounts to promote, inform and interact professionally with followers/members of the public; Attended public events to network with constituents and business owners within district; Participated in televised debate forums; Supported local businesses via campaign-related services within budget limitations

### **Recent Awards & Distinctions**

**2018 Sacred Heart University Community Partnership Award Recipient:** "in recognition of exceptional collaboration to further the educational goals and mission of the college"

**2018 Advanced Clinical Ladder Denotation:** Awarded to clinicians based on commitment to student supervision, continuing education, volunteerism, staff in-servicing and clinical competence

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## EDUCATION

**M.S., Speech-Language Pathology, May 2003**  
Boston University; Sargent College of Health and Rehabilitation Sciences

**Sc.B., Behavioral Neuroscience, May 1999**  
Brown University, Providence, RI

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**ACTIVITIES/HOBBIES:** Professional musician on traditional Irish flute & vocals with husband Damien Connolly and sons Colman & Tiernan Connolly; Parent presenter of supplementary educational materials (e.g. Mill River Wetland Committee, Connecticut Audubon Nature Explorers, Junior Achievement) since 2008





**20 YEAR**

**A RESOLUTION APPROPRIATING \$7,687,622 FOR THE COSTS OF CERTAIN  
NONRECURRING CAPITAL PROJECTS AND AUTHORIZING THE ISSUANCE OF  
BONDS TO FINANCE SUCH APPROPRIATION.**

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**Resolved:**

1. As recommended by the Board of Finance and the Board of Selectmen, the Town of Fairfield hereby appropriates the sum of Seven Million Six Hundred Eighty-Seven Thousand Six Hundred Twenty-Two and 00/100 Dollars (\$7,687,622) to fund all costs associated with the nonrecurring capital projects described on **Exhibit A** attached hereto, inclusive of planning, design and engineering fees, other professional fees, demolition, construction and oversight costs and temporary and permanent financing costs (collectively, the "Projects"), in the amount of such appropriation allocated to each Project as set forth in **Exhibit A**. Any reallocation of unused bond proceeds from one project category listed as items 1-15 on **Exhibit A** to a different project category listed on **Exhibit A** that would cause the cost of such project to exceed the cost listed on **Exhibit A** shall require approval by the Board of Selectmen, Board of Finance, and the Representative Town Meeting.
2. To finance such appropriation, and as recommended by the Board of Finance and the Board of Selectmen, the Town of Fairfield shall borrow a sum not to exceed Seven Million Six Hundred Eighty-Seven Thousand Six Hundred Twenty-Two and 00/100 Dollars (\$7,687,622) and issue bonds/bond anticipation notes for such indebtedness under its corporate name and seal and upon the full faith and credit of the Town in an amount not to exceed said sum for the purpose of financing the appropriation for the Projects.
3. The Board of Selectmen, the Treasurer and the Chief Fiscal Officer of the Town are hereby appointed a committee (the "Committee") with full power and authority to cause said bonds to be sold, issued and delivered; to determine their form and terms, including provision for redemption prior to maturity; to determine the aggregate principal amount thereof within the amount hereby authorized and the denominations and maturities thereof; to fix the time of issue of each series thereof and the rate or rates of interest thereon as herein provided; to determine whether the interest rate on any series will be fixed or variable and to determine the method by which the variable rate will be determined, the terms of conversion, if any, from one interest rate mode to another or from fixed to variable; to set whatever other terms of the bonds they deem necessary, desirable or appropriate; to designate the bank or trust company to certify the issuance thereof and to act as transfer agent, paying agent and as registrar for the bonds, and to designate bond counsel. The Committee shall have all appropriate powers under the Connecticut General Statutes, including Chapter 748 (Registered Public Obligations Act), Chapter 173 (School Building Projects) and Chapter 109 (Municipal Bond Issues) to issue, sell and deliver the bonds and, further, shall have full power and authority to do all that is required under the Internal Revenue Code of 1986, as amended, and under rules of

the Securities and Exchange Commission, and other applicable laws and regulations of the United States, to provide for issuance of the bonds in tax exempt form and to meet all requirements which are or may become necessary in and subsequent to the issuance and delivery of the bonds in order that the interest on the bonds be and remain exempt from Federal income taxes, including, without limitation, to covenant and agree to restriction on investment yield of bond proceeds, rebate of arbitrage earnings, expenditure of proceeds within required time limitations, the filing of information reports as and when required, and the execution of Continuing Disclosure Agreements for the benefit of the holders of the bonds and notes.

4. The First Selectman and Treasurer or Chief Fiscal Officer, on behalf of the Town, shall execute and deliver such bond purchase agreements, reimbursement agreements, line of credit agreement, credit facilities, remarketing agreement, standby marketing agreements, bond purchase agreement, standby bond purchase agreements, and any other commercially necessary or appropriate agreements which the Committee determines are necessary, appropriate or desirable in connection with or incidental to the sale and issuance of bonds, and if the Committee determines that it is necessary, appropriate, or desirable, the obligations under such agreements shall be secured by the Town's full faith and credit.
5. The First Selectwoman and Treasurer or Chief Fiscal Officer shall execute on the Town's behalf such interest rate swap agreements or similar agreements related to the bonds for the purpose of managing interest rate risk which the Committee determines are necessary, appropriate or desirable in connection with or incidental to the carrying or selling and issuance of the bonds, and if the Committee determines that it is necessary, appropriate or desirable, the obligations under such interest rate swap agreements shall be secured by the Town's full faith and credit.
6. The bonds may be designated "Public Improvement Bonds," series of the year of their issuance and may be issued in one or more series, and may be consolidated as part of the same issue with other bonds of the Town; shall be in serial form maturing in not more than twenty (20) annual installments of principal, the first installment to mature not later than three (3) years from the date of issue and the last installment to mature not later than twenty (20) years from the date of issue. The bonds may be sold at an aggregate sales price of not less than par and accrued interest at public sale upon invitation for bids to the responsible bidder submitting the bid resulting in the lowest true interest cost to the Town, provided that nothing herein shall prevent the Town from rejecting all bids submitted in response to any one invitation for bids and the right to so reject all bids is hereby reserved, and further provided that the Committee may sell the bonds on a negotiated basis, as provided by statute. Interest on the bonds shall be payable semi-annually or annually. The bonds shall be signed on behalf of the Town by at least a majority of the Board of Selectmen and the Treasurer, and shall bear the seal of the Town. The signing, sealing and certification of the bonds may be by facsimile as provided by statute.

7. The Committee is further authorized to make temporary borrowings as authorized by the General Statutes and to issue temporary notes of the Town in anticipation of the receipt of proceeds from the sale of the bonds to be issued pursuant to this resolution. Such notes shall be issued and renewed at such time and with such maturities, requirements and limitations as provided by the Connecticut General Statutes. Notes evidencing such borrowings shall be signed by the First Selectman and Treasurer or Chief Fiscal Officer, have the seal of the Town affixed, which signing and sealing may be by facsimile as provided by statute, be certified by and payable at a bank or trust company incorporated under the laws of this or any other state, or of the United States, be approved as to their legality by bond counsel, and may be consolidated with the issuance of other Town bond anticipation notes. The Committee shall determine the date, maturity, interest rates, form and manner of sale, including negotiated sale, and other details of said notes consistent with the provisions of this resolution and the General Statutes and shall have all powers and authority as set forth above in connection with the issuance of bonds and especially with respect to compliance with the requirements of the Internal Revenue Code of 1986, as amended, and regulations thereunder in order to obtain and maintain issuance of the notes in tax exempt form.
8. Pursuant to Section 1.150-2 of the Federal Income Tax Regulations, as amended, the Town hereby declares its official intent to reimburse expenditures (if any) paid for the Projects from its General or Capital Funds, such reimbursement to be made from the proceeds of the sale of bonds and notes authorized herein and in accordance with the time limitations and other requirements of said regulations.
9. The First Selectman, Chief Fiscal Officer and Town Treasurer are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution.
10. The Committee is hereby authorized to take all action necessary and proper for the sale, issuance and delivery of the bonds and notes in accordance with the provisions of the Connecticut General Statutes and the laws of the United States.
11. The First Selectman or other proper Town official is hereby authorized to apply for and accept any available State or Federal grants, including, but not limited to, the expected grants set forth on the attached **Exhibit A**, in aid of the financing of any Project, and to take all action necessary and proper in connection therewith. Any such grants or contribution received prior to the issuance of the bonds authorized herein shall be applied to the costs of the specific Project or to pay at maturity the principal of any outstanding bond anticipation notes issued pursuant this resolution and shall reduce the amount of the bonds that can be issued pursuant to this resolution. If such grants and contributions are received after the issuance of the bonds, they shall be applied to pay the principal on the

bonds or as otherwise authorized by the Board of Selectmen, Board of Finance and Representative Town Meeting provided such application does not adversely affect the tax-exempt status of the bonds or the Town's receipt of such grant or contribution.

**EXHIBIT A**  
**TO**  
**A RESOLUTION APPROPRIATING \$7,687,622 FOR THE COSTS OF CERTAIN**  
**NONRECURRING CAPITAL PROJECTS AND AUTHORIZING THE ISSUANCE OF**  
**BONDS TO FINANCE SUCH APPROPRIATION**

<b><u>TOWN</u></b>				
	<b>Department</b>	<b>Project</b>	<b>APPROPRIATION AND 20 YEAR BOND AUTHORIZATION</b>	<b>EXPECTED GRANTS</b>
1	Engineering	Guiderail Repairs Phase 2	\$210,000	
2	Engineering	KHW Greens Farm Bridge Construction	\$432,600	
3	Engineering	Design of Stratfield Road (RSA)	\$325,000	
4	Engineering	Design of Post Road & Jug Handle	\$175,000	
5	Engineering	Round Hill Road and Reef Road Sidewalks	\$611,298	(\$500,000) (1)
6	Engineering/Harbor	Lower Wharf/Fishing Pier	\$800,000	(\$640,000) (2)
7	Fire	Pumper - LSN 14	\$980,000	
8	Park & Rec	HSR Driving Range Upgrades	\$275,000	
9	Park & Rec	Post-Tension Tennis Courts - Ffld. Woods	\$522,000	
10	Park & Rec	Tunxis Hill Park Pickleball Court Replace. (4) and NEW Courts (2)	\$575,000	
<b>SUBTOTAL NON-RECURRING CAPITAL - TOWN:</b>			<b>\$4,905,898</b>	<b>(\$1,140,000)</b>
<b><u>BOARD OF EDUCATION</u></b>				
	<b>School</b>	<b>Project</b>	<b>APPROPRIATION AND 20 YEAR BOND AUTHORIZATION</b>	<b>EXPECTED GRANTS</b>
11	N. Stratfield Elem.	Vestibule Project	\$652,500	(\$153,284) (3)
12	Osborn Hill Elem.	Vestibule Project	\$597,500	(\$140,364) (4)
13	Ffld. Woods Middle	Vestibule Project	\$769,500	(\$180,769) (5)
14	Ffld. Warde H.S.	Boiler Burner Replacement	\$343,862	\$0
15	Ffld. Warde H.S.	Knapps Highway Tennis/Basketball Courts	\$418,362	\$0
<b>SUBTOTAL NON-RECURRING CAPITAL - BOE:</b>			<b>\$2,781,724</b>	<b>(\$474,417)</b>
<b>GRAND TOTAL TOWN &amp; BOE NON-RECURRING CAPITAL:</b>			<b>\$7,687,622</b>	<b>(\$1,614,417)</b>
<b>Source of Grant:</b>				
(1)	STEAP Grant			
(2)	State Grant - Small Harbor Improvement Projects Program (Port Authority)			
(3)	State of Connecticut - Office of School Construction Grants Review (OSCGR)			
(4)	State of Connecticut - Office of School Construction Grants Review (OSCGR)			
(5)	State of Connecticut - Office of School Construction Grants Review (OSCGR)			

## **Town wide Guard rail (aka Guide rail) and fencing Improvements. = \$200,000 for Construction Improvements.**

### **Phase 2**

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1. **Background** – The Town of Fairfield infrastructure is aging and in many cases roads and bridges do not comply with current codes or roadway standards. Over the past few years, the state and Town consultants have issued bridge and culvert reports that list current conditions and provide some short and long term repair solutions. Based on these reports, many roadway bridge approaches are lacking proper guiderails or have aging rails or fencing that need replacement. There are also some roadside guiderails that are damaged by trees or vehicles. Over time, DPW has performed triage regarding replacements or repair usually based on public complaints or accident report usually replacing a couple of sections per year. Unfortunately, there has been no plan in place for general replacement until 2022.
2. **Purpose and Justification** – The purpose of the project is to address many State and Consultant directives or recommendations listed in bridge reports, roadway inspections or occasional public complaint. Based on these directives and recommendations, almost 4000 linear feet of guiderail sections for 65 bridges and about a dozen roadways sections have been listed. The request of \$ 200,000 would cover approximately a third to one half of the higher priority locations, depending on railing material, location, potential consultant design and if railing is repair or code complaint replacement.
3. **Detailed Description of Proposal** – The proposal includes repair or replacement of outdated guiderail, posts or fencing system. The Engineering and Consultant will provide plans and specifications for DPW in house work and contract bid, splitting the workload. Funding will be utilized for guiderail systems that include railing, anchoring, bridge attachment system, removal and disposal of old guiderail system, safety fencing, maintenance protection of traffic, reflectors and erosion control if applicable.
4. **Reliability of Cost Estimate** – Based on recent Department of Transportation cost estimates and recent state projects drainage projects and current cost of materials the reliability of costs on a scale of 0 to 10 is estimated at 9 based on current State DAS Contracts. If costs increase, less improvements will be performed at this time and if costs are less than estimated, more bridge and roadways can be addressed.
5. **Increased Efficiency or Productivity** – Allow the traveling public and commerce safer access and should reduce liability by having guiderail systems repaired and replaced.
6. **Additional Long Range Costs** – Typical Maintenance costs. Short and longer term maintenance costs should be reduced with repair and replacements. Slight increased long range costs associated with the project for new installations.
7. **Additional Use or Demand on Existing Facilities** –None.
8. **Alternatives to this Request** –The “Do nothing” option won’t improve safety or reduce liability. Reduction in amount requested will reduce amount of work and installations that can be performed.
9. **Safety and Loss Control** – Allow the traveling public and commerce safer access.
10. **Environmental Considerations** – All projects will investigate environment impacts-although most will involve locations at the road edge within the public right of way. No environmental permits are anticipated unless a special condition structure or fencing impacting wetlands or watercourses.

11. **Insurance** – Any selected contractors will be required to carry the necessary insurance prescribed by the Purchasing Department.
12. **Financing** – Project will be bonded as part of the Non-Recurring Capital budget of 2024. Guiderail has a service life of about 30 -40 years unless crashes reduce its functionality.
13. **Other Considerations:** Public safety, aesthetics and potential opposition by abutting property owners. Unfortunately, most guiderail systems are not aesthetically pleasing. Some property owners do not want guiderails and some prefer only timber guiderails. In some cases, repairs may be applicable but most existing guiderail systems are not up to current crashworthy standards and should be brought up to current roadway standards.
14. **Other Approvals:**
- |                    |   |          |
|--------------------|---|----------|
| Board of Selectman | - | Jan 2023 |
| Board of Finance   | - | Feb 2023 |
| RTM                | - | Mar 2023 |

FOURTEEN POINTS OF INFORMATION AND JUSTIFICATION FOR THE  
STRATFIELD ROAD PEDESTRIAN IMPROVEMENTS PROJECT ( MONTAUK ST. TO  
COLLINGWOOD AVE.).\* estimated Design= \$ 325,000 Const. \$ 2,000,000

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1. **Background** – The State of Connecticut has awarded the Town from state bonding, an urban grant based on a Road Safety Audit performed along Route 59 (Stratfield Road). The State awarded this grant to The Town of Fairfield as a way to encourage alternate modes of transportation and to increase safety for pedestrians and vehicular traffic. The section covers Stratfield Road from Montauk Street to Collingwood Avenue and includes potential safety improvements at Church Hill Road and Route 59 AND Church Hill Road, Wilson Street intersection. EXACT DETAILS OF THIS GRANT HAVE NOT YET BEEN RELEASED. BASED ON SIMILAR GRANTS, TOWN COULD BE RESPONSIBLE FOR 100 % DESIGN WITH 100% CONSTRUCTION COSTS COVERED VIA STATE BOND/GRANT. ALTERNATE WOULD BE 80% REIMBURSEMENT FOR BOTH PHASES.
2. **Purpose and Justification** – The purpose of the project is to address many Public complaints and concerns about pedestrian and roadway safety. Reference is made to Stratfield Road Safety Audit with input from State DOT, Fairfield Bike and Pedestrian Committee, State Representatives, a State Senator, Town Officials and members of the public. This report listed problems, issues and concerns as well as recommendations and improvements. Continuation of the sidewalk network from the pending Stratfield Four Corners project awarded in November 2022 may have increased the Town's chances of getting this grant.
3. **Detailed Description of Proposal** – The proposal includes replacement of outdated narrow sidewalks along Stratfield. Also included are sections of new sidewalk, ADA accessible ramps, pedestrian crossing features, pedestrian (countdown) signals and potential realignment or improvements at two intersections. A Consultant will provide survey, plans and specifications for Contract Bid.
4. **Reliability of Cost Estimate** – Based on recent Department of Transportation and Town Engineering Design projects. The reliability of costs on a scale of 0 to 10 is estimated at 8 based on current design projects. Construction will be about 2 years later. If design costs increase, scope will be lessened or project will have to come back to Town boards.
5. **Increased Efficiency or Productivity** – Allow Pedestrians, cyclists and the traveling public safer access to various locations along the Stratfield Road corridor.
6. **Additional Long Range Costs** – Typical Maintenance costs. Short and long term maintenance costs should be reduced significantly in a ten year window with new sidewalks. Even though majority of the project is within state right of way, Town is responsible for maintenance as DOT maintains only "curb to curb".
7. **Additional Use or Demand on Existing Facilities** –Project anticipates increase in pedestrians walking in the area and a decreased potential of accidents.
8. **Alternatives to this Request** –The "Do nothing" option won't improve safety, reduce liability or maintenance costs. Many sidewalks are over 40 years old. The few sections that are relatively new, will not be replaced provided they meet current standards and are in good condition. Reduction in amount requested will reduce amount of work and installations that can be performed.
9. **Safety and Loss Control** – Allow the traveling public and commerce safer access.
10. **Environmental Considerations** – All projects will investigate environment impacts-although most will involve locations at the road edge or within the public right of way. No environmental permits are anticipated with exception of an improved ADA ramp at Collingwood Avenue, which may require an inland wetlands certificate or



staff approval. Soil testing will be performed at the beginning of the design phase to confirm underground conditions.

11. **Insurance** – Any selected contractors will be required to carry the necessary insurance prescribed by the Purchasing Department.
12. **Financing** – Project will be bonded as part of the Non-Recurring Capital budget of 2024. Concrete Sidewalks have a service life of about-40 years pending tree roots, utility cuts and localized disturbance.
13. **Other Considerations**: If any, can be discussed during Spring approval as more grant details emerge.
14. **Other Approvals**:

Board of Selectman	-	Jan 2023
Board of Finance	-	Feb 2023
RTM	-	Mar 2023

FOURTEEN POINTS OF INFORMATION AND JUSTIFICATION FOR THE  
POST ROAD AND POST ROAD JUGHANDLE PEDESTRIAN IMPROVEMENTS PROJECT ( Just east of  
Post Road Circle to Shoreham Village Drive) . \* estimated Design= \$ 175,000 Const. \$ 1,750,000

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1. **Background** – The State of Connecticut has awarded the Town from state bonding, an urban grant based on a Road Safety Audit performed along Post Road back in 2018 and the current Post Road Circle Study. The State awarded this grant to The Town of Fairfield as a way to encourage alternate modes of transportation and to increase safety for pedestrians and vehicular traffic. The section covers Post Road from east of the Circle, Kings Highway East to Shoreham Village Drive and includes potential safety improvements within this section of roadways. EXACT DETAILS OF THIS GRANT HAVE NOT YET BEEN RELEASED. BASED ON SIMILAR GRANTS, TOWN COULD BE RESPONSIBLE FOR 100 % DESIGN WITH 100% CONSTRUCTION COSTS COVERED VIA STATE BOND/GRANT. ALTERNATE WOULD BE 80% REIMBURSEMENT FOR BOTH PHASES.
2. **Purpose and Justification** – The purpose of the project is to address many Public complaints and concerns about pedestrian and roadway safety. Reference is made to a Road Safety Audit for Post Road and Post Road Circle study. Post Road Safety Audit had with input from State DOT, Fairfield Bike and Pedestrian Committee, State Representatives, a State Senator, Town Officials and members of the public. This report listed problems, issues and concerns as well as recommendations and improvements. Continuation of the sidewalk network from the pending Grasmere Post Neighborhood Improvement project ( bid Summer 2023) may have increased the Town's chances of getting this grant.
3. **Detailed Description of Proposal** – The proposal includes replacement of outdated narrow sidewalks along Post Road, new sidewalks in areas that are missing sidewalks and potential intersection realignments or bulbouts. Also included are sections of new sidewalk, ADA accessible ramps, potential pedestrian crossing features, pedestrian (countdown) signals and potential realignment or improvements at two intersections. A Consultant will provide survey, plans and specifications for Contract Bid.
4. **Reliability of Cost Estimate** – Based on recent Department of Transportation and Town Engineering Design projects. The reliability of costs on a scale of 0 to 10 is estimated at 8 based on current design projects. Construction will be about 2 years later. If design costs increase, scope will be lessened or project will have to come back to Town boards.
5. **Increased Efficiency or Productivity** – Allow Pedestrians, cyclists and the traveling public safer access to various locations along the Post Road corridor. Several public meetings were conducted that brought up issues at or near the Post Road Circle.
6. **Additional Long Range Costs** – Typical Maintenance costs. Short and longer term maintenance costs should be reduced significantly in a ten year window with new sidewalks. Even though majority of the project is within state right of way, Town is responsible for maintenance as DOT maintains only “curb to curb”.
7. **Additional Use or Demand on Existing Facilities** –Project anticipates increase in pedestrians walking in the area and a decreased potential of accidents.
8. **Alternatives to this Request** –The “Do nothing” option won't improve safety, reduce liability or maintenance costs. Many sidewalks are over 40 years old. The few sections that are relatively new, will not be replaced provided they meet current standards and are in good condition. Reduction in amount requested will reduce amount of work and installations that can be performed.
9. **Safety and Loss Control** – Allow the traveling public and commerce safer access.

10. **Environmental Considerations** – All projects will investigate environment impacts-although most will involve locations at the road edge or within the public right of way. No environmental permits are anticipated- however soil testing will be performed at the beginning of the design stage to confirm underground conditions. No wetlands permits are anticipated.
11. **Insurance** – Any selected contractors will be required to carry the necessary insurance prescribed by the Purchasing Department.
12. **Financing** – Project will be bonded as part of the Non-Recurring Capital budget of 2024. Concrete Sidewalks have a service life of about-40 years pending tree roots, utility cuts and localized disturbance.
13. **Other Considerations:** If any, can be discussed during Spring approval as more grant details emerge.
14. **Other Approvals:**

Board of Selectman	-	Jan 2023
Board of Finance	-	Feb 2023
RTM	-	Mar 2023

**FOURTEEN POINTS OF INFORMATION AND JUSTIFICATION FOR THE  
PROPOSED ROUND HILL ROAD AND REEF ROAD SIDEWALKS  
TOTAL REQUESTED EXPENDITURES \$611,298  
(STEAP GRANT REIMBERSMENT COVERS \$500,000)**

- 1. Background:** Over the years, as part of a Downtown Revitalization and Economic Development Enhancement project, the town installed major streetscape along the Post Road (US 1) with spur sections extending out onto side streets. This request is to construct new sidewalk and repairs to provide connectivity to the Post Road and Fairfield Center. With support of the neighborhood, a new sidewalk is proposed for Round Hill Road. For Reef Road new sections of sidewalk will be replaced as needed. The Grant was requested to “catch up” on proposed requests and repairs by replacing larger sections at a time versus isolated and individual repair panels. The Town will go out to bid to perform large section of repairs and new sidewalks. Engineering and DPW will provide in house design and specifications. Project is covered by \$500k reimbursement STEAP Grant.
- 2 Purpose and Justification:** The purpose of the project is to provide sidewalk connectivity to Fairfield Center and the Post Road. Property owners along Round Hill Road and Ermine Street have waited three years for sidewalk funding. Sidewalks will provide access to Ludlowe Schools, Fairfield Center, and US1-Post Road from Round Hill and Reef roads. There are several areas of existing sidewalks on Reef Road that are uneven and in poor condition. Replacing sidewalks will provide the traveling public safer access to commercial buildings and points of interest in the center of town. Repairs may reduce trip and falls, liability risks and may encourage more walking.
- 3 Detailed Description of Project:** The project will consist of replacing and/or installing new sections of sidewalk and ADA ramps along Round Hill Road and Reef Road. Sections of existing sidewalk have degraded to the point of becoming unsafe for pedestrian use. Handicap ramps are either nonexistent or do not meet the minimum ADA requirements. The proposed funding of \$111,298 paired with the \$500,000 State Grant component (STEAP) gives the town a total of \$611,298 for the project.
- 4 Reliability of Estimated Coast:** The \$111,298 cost to the Town represents the town share amount paired with the STEAP Grant. Cost estimates have been performed based on recent contracts and State DOT cost estimates.
- 5 Efficiencies:** This project may increase alternate modes of transportation and make it safer for pedestrians by reducing or eliminating tripping hazards. The Town may realize better pricing by replacing large sections to achieve economies of scale.

- 6 Additional Long Range Costs:** The Town would continue to pay maintenance cost for the project: sidewalk, any streetscape amenities which it currently performs already. By repairing significant sections of sidewalks and brick pavers, the Town will reduce short term and medium term cost significantly.
- 7 Additional Use or Demands:** By performing new installation and replacements, pedestrian traffic is projected to increase slightly. The Town should encourage increased usage of alternate modes of transportation. Providing safer and more pedestrian friendly amenities should provide a beneficial impact to the local businesses. Demands will remain the same with short and medium term maintenance decreasing.
- 8 Alternates:** The only alternate is to do nothing or continue performing repairs on a site specific basis. This would continue to burden Fairfield DPW schedule and is not considered cost effective. The sidewalks and brick pavers would continue to deteriorate creating more safety risks and increasing the Towns liability.

Alternative funding is not available at this time. The majority of Transportation type grants cover new proposals and not the maintenance of existing infrastructure. Replacing in kind, repairing older sections of streetscape or sidewalk is not eligible, unless upgrades are preformed such as meeting ADA requirements including ramps and wider sidewalks.

- 9 Safety and Loss Control:** Repairs will increase pedestrian safety.
- 10 Environmental Considerations:** No significant environmental impacts are expected.
- 11 Insurance:** Town and State Contract procedures require the Contractor to have a license, if required, bonds and insurance.
- 12 Financing:** \$611,298 from Capital non-recurring account. Concrete Sidewalks have a service life of 30-40 years, Asphalt Sidewalks last about 20-25 years depending on utility cuts and surrounding factors- curbs, trees, etc. Note: STEAP Grant covers \$500,000 in eligible reimbursement costs.

**13 Other Considerations :** N/A

**14 Approvals:**

Committees/Commissions	Approval Dates
Board of Selectmen	Feb 2023
Board of Finance	Feb 2023
R.T.M.	Feb 2023

FOURTEEN POINTS OF INFORMATION AND JUSTIFICATION FOR THE  
LOWER WHARF IMPROVEMENTS AND FISHING PIER REPLACEMENT PROJECT

Estimated Design= \$ 100,000 Const. \$700,000

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1. **Background** – The Harbor Commission has submitted preliminary design and permitting to CT DEEP for Lower Wharf Improvements and a complete replacement of the fishing pier. Half of the fishing pier was left to decay in its natural state due to budgetary reasons, while the westerly portion was just recently closed due to poor condition of the piles.
2. **Purpose and Justification** –The fishing pier is a popular spot enjoyed by many members of the public. Fishing, wildlife viewing and people enjoying views of Long Island Sound and Southport Harbor. It is one of the only 3 public access areas in Southport. The stone retain walls need repointing or resetting while some sections need replacement. The retaining walls hold up the Lower Wharf land, if left untreated over time, scour will continue to occur and the sections of the park will be lost forever.
3. **Detailed Description of Proposal** – The proposal includes repair and replacement of stone retaining walls and complete replacement of the fishing pier. The Harbor Management Commission has hired a Consultant who is providing survey, plans, permits and specifications for Contract Bid. The HMC is also seeking a Port Authority Grant to cover 80 % of the project costs. ( Confirmation of grant conditions and approval will be needed prior to any construction expenditures).
4. **Reliability of Cost Estimate** – Provided by the HMC Consultant, a Coastal Engineering Firm with decades of Coastal Construction experience. The reliability of costs on a scale of 0 to 10 is estimated at 8 based on current coastal construction projects. Construction could occur in FY 24. If costs increase, scope will be lessened or project will have to come back to Town boards for further funding.
5. **Increased Efficiency or Productivity** – Allow public safer access to fishing pier and Lower Wharf Park.
6. **Additional Long Range Costs** – Typical Maintenance costs. Short and long term maintenance costs would be reduced significantly in a ten year window with new construction.
7. **Additional Use or Demand on Existing Facilities** –Project anticipates increase in use with new construction.
8. **Alternatives to this Request** –The “Do nothing” option closes the fishing pier indefinitely. Reduction in amount requested will reduce amount of work and installations that can be performed. ( ½ the pier?)
9. **Safety and Loss Control** – Allow the public access. Currently Fishing pier is closed.
10. **Environmental Considerations** – All projects will investigate environment impacts. DEEP permit has been submitted and project is awaiting approval.
11. **Insurance** – Any selected contractors will be required to carry the necessary insurance prescribed by the Purchasing Department.
12. **Financing** – Project will be bonded as part of the Non-Recurring Capital budget of 2024. Fishing Pier is estimated to have an average 30 year service life with routine maintenance. (25 years for decking, 40-50 years for piles.
13. **Other Considerations**: If any, can be discussed during Spring approval as more grant details emerge.

14. **Other Approvals:**

Board of Selectman	-	Jan 2023
Board of Finance	-	Feb 2023
RTM	-	Mar 2023



## **Fairfield Fire Department**

**140 Reef Road  
Fairfield, CT 06824-5997**

*Administrative Office*

*Office (203) 254-4713  
Office (203) 254-4720  
Fax (203) 254-4724*

**Pumper - \$980,000**

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### **1. Background-**

In accordance with the Fairfield Fire Department apparatus replacement program, the department is requesting the replacement of LSN 9, a 1999 Pierce Dash fire truck (Pumper). A Pumper carries water, hose, various fire extinguishers, ground ladders and personnel to the scene of a fire and is the workhorse of the fire service. It is also equipped with an Automatic External Defibrillator (AED), a Cardiac Compression Device, medical equipment and oxygen. At any one time, there are a minimum of five (5) Pumpers in service in the Town of Fairfield positioned strategically in each of the department's five (5) fire stations. Based on the crew distribution and the standard tactical capabilities/limitations, a typical building fire requires the predetermined response of 4 Pumpers along with 1 Ladder truck, 1 Rescue truck and a Shift Commander to ensure adequate personnel and equipment are on scene to protect the public and conduct safe operations.

Fire apparatus are specialized vehicles that are designed and constructed for specific firefighting functions. The construction of fire apparatus is more complex than that of other vehicles. All fire apparatus must meet rigid national safety standards and are not purchased as a standard item due to the many local variables including climate, hose threads, and the local department's needs. The reliability of fire apparatus and the installed equipment directly impacts the fire department's ability to accomplish its mission of saving lives and property.

The need for replacement of this vehicle and the entire fire apparatus replacement program was first presented to the BOS, BOF and RTM committees during the 2014/15 budget cycle. As noted in the department's apparatus replacement program, the replacement of this apparatus is on schedule.

### **2. Purpose and Justification-**

The current vehicle is 23 years old and has 181,951 miles and 19023 engine hours. This apparatus will certainly have over 200,000 road miles and 20,000 engine hours upon replacement. The road miles on a fire apparatus are not truly indicative of its true life use because a pumper truck remains stationary pumping water for a good portion of its service life. Engineers have determined that multiplying the engine hours by 45 provides a more accurate road mileage equivalency, which in the case of LSN 9 would be about 900,000 at time of replacement. Currently, at 23 years old, electronics are difficult to purchase for this apparatus. We are starting to see signs of underside rusting. We have serious concerns about the reliability of the engine in this apparatus with this many hours. If this was an "over-the-road" truck, the engine would have been rebuilt already. That is not cost-effective for a fire apparatus because there are so many specialized components such as the water pump that are also aging out.

The time from budget approval to delivery for a fire apparatus is currently over 2 years. This delay requires planning and adherence to the replacement schedule to avoid apparatus shortages.



### **3. Detailed Description of Proposal-**

The need for apparatus replacement is well documented in the current department apparatus replacement program which was distributed to all members in prior budget cycles and is available upon requested. Based on the replacement schedule, the department's apparatus design committee has begun developing basic specifications for a replacement pumper to meet the long term needs of the organization and is incorporating the quint specifications.

This proposal is to utilize the extant Fairfield pumper design and purchase a replacement Class A, 1500 GPM fire pumper.

Cost Estimate, including design, construction and ancillary equipment: \$980,000

### **4. Reliability of Cost Estimate-**

On a scale of 1 to 10, the reliability of this estimate is a 9.0.

### **5. Increased Efficiency and Productivity-**

Our proposed pumper will be in compliance with current EPA requirements for pollution and fuel efficiency. The truck will be designed so as not to require additional staffing beyond the 3 members currently assigned and will accommodate up to four in the event of significant storm or natural disaster.

The company that manufactured the current apparatus remains in business as a sole source provider. Due to the age of the truck and the custom nature of fire apparatus, replacement parts are increasingly more difficult to locate. As a result, apparatus down-time and repair hours are higher than that of a new apparatus. Many of the components on new apparatus purchases have extended warranties that reduce potential costs of major component failures and freeing up maintenance personnel.

### **6. Additional Long Range Costs-**

There will initially be some reduction in maintenance costs, as this will be a new piece of equipment. Sticking to the apparatus replacement program allows for a more balanced and predictable bonding cycle due to the minimization of multiple apparatus purchases in a single budget.

### **7. Additional Use or Demand-**

N/A

### **8. Alternatives to This Request-**

This request represents the best alternative for the department.

### **9. Safety-**

As stated under justification, the current pumper is out of compliance with NFPA standards for fire apparatus. Requirements for new apparatus include passenger air bags, improved seat belt systems, additional safety marking and several structural changes to the design and construction of this equipment.

This modern fire apparatus will allow the department to operate effectively and improve fire ground survivability.

### **10. Environmental Considerations-**

New diesel engines must comply with significantly more stringent rules governing exhaust emissions than the current in service pumper. These engines burn cleaner and hotter through the use a diesel exhaust fluid and high temp run cycles to incinerate toxins more effectively. The reduction of black diesel fumes near and the around the truck is the most significant observable improvement,

**11. Insurance-** N/A

**12. Financing-**

Project bonded as per BOF recommendations.

**13. Other Considerations-**

The Apparatus Replacement Program was revised as a result of Board of Finance recommendations, the experience of the Fairfield Fire Department and similar Fire Departments and other variables such as caustic road treatments. There were updates to this Program in 2020 and 2022 to reflect recent purchases and surplusing of older equipment. While recent information from State DOT suggests truck replacement schedules being reduced from 12 years to 8 years due to due to effects of caustic road treatments, we are hopeful that our program of under-carriage cleaning and protective treatments will prevent or lessen these effects in our fleet.

**14. Approvals-**

Board of Selectmen, Board of Finance, RTM

**H. SMITH RICHARDSON**

**DRIVING RANGE  
RENOVATION**

**NON-RECURRING CAPITAL REQUEST  
2024**



# Town of Fairfield Golf Commission

Submitted, October 25, 2022

## **1. Background:**

The driving range at H. Smith Richardson is located on Hoyden's Hill Road. The range provides approximately \$150K per year in revenue to the Town's general fund. There have been no significant improvements to the range in the past 20 years. In keeping with our goal to improve the quality of each golfer's experience. We are requesting \$275,000 in order to develop and expand upon the current driving range facility. We view this initiative as phase one in a two phase improvement.

## **2. Purpose & Justification:**

In the upcoming year, we plan to replace and improve the driving range bays from which the golfers tee off. This improvement will include replacing the current turf matting, adding covered tops to each bay, adding heat for an extended season, replacing the current storage/office space, replacing the current ball machine to an automated machine, the addition of Toptracer, and designing a functional short game area (building will likely take place in phase two).

## **3. Detailed Description of Proposal**

As of right now, we have had discussions with two separate golf course designers and they have provided us with cost estimates for phase one of the project. The work would still need to be publically bid through the Town's Purchasing Department according to policy.

## **4. Reliability of Estimated Cost**

The cost estimate is made up of known prices for materials and labor and machine based on current bid.

## **5. Increase Efficiency or Productivity**

These terms don't directly apply to this type of project but there are advantages. With these improvements it is expected that additional revenue would be generated through additional use of the driving range as the golfing community realizes the improved conditions.

## **6. Additional Long Range Costs**

There will be none except for the regular daily maintenance during the golf season, as the improvements being made will last 20 years.

## **7. Additional Use or Demand on Existing Facilities**

We do expect additional use with these improvements however we do not anticipate additional burdens on the existing facilities as a result.

**8. Alternatives to this request**

The alternative to this request is to leave the driving range as it currently is and replace items one at a time as our operating budget can sustain each year. The golfers would likely not see a substantial difference in the conditions from year to year.

**9. Safety & loss Control**

This project would enhance safety and loss control by drastically reducing the risk of injury to the public on the existing deteriorating surface material.

**10. Environmental Considerations**

This project work will include proper grading and drainage which will in turn help the environment in the immediate surrounding area. Being adjacent to a conservation area, we will ensure that we receive proper permits and approvals from the Conservation Commission/Department as required.

**11. Insurance**

Contractor will be required to carry insurance coverage.

**12. Financing**

Bonded

**13. Other Considerations**

None

**14. Other Approvals**

Board of Selectman  
Board of Finance  
RTM





**FAIRFIELD WOODS**  
**MIDDLE SCHOOL**  
**TENNIS COURT**  
**REPLACEMENT**  
NON-RECURRING CAPITAL REQUEST  
2024



# Town of Fairfield – FWMS Tennis Court Replacement

## **1. Background:**

Fairfield Woods Middle School Tennis Courts consist of four playing courts. The courts were rebuilt in 2004 and are at the end of their useful life. These tennis courts are an integral part of the high school athletic program and are used for tournaments and games. These courts are also heavily used by the general public and the Parks and Recreation Department. The tennis courts are at the end of their 10-12 year life span and have very large cracks and excessive peeling that are beyond repair and repainting for use another year. We are requesting \$522,000 for funding the replacement of the Fairfield Woods Middle School Tennis courts with new Post-tension concrete courts, new painting, surface coating, new chain link fencing and new nets.

## **2. Purpose & Justification:**

The condition of the existing tennis courts is considered poor and continues to deteriorate to the point that they are unusable. Many repairs, fixes and new paintings have been performed over the past 18 years but current examination by professional engineers and contractors have clearly identified that it is time for a full replacement. The current cracks and deterioration are beyond repair to be cost effective for the long term.

## **3. Detailed Description of Proposal:**

The expenditure would cover the total costs for demolition and removal of existing bituminous material, new installation of Post-Tension concrete courts, new painting, surface coating, new chain link fencing and new nets.

## **4. Reliability of Estimated Cost**

The cost estimate is made up of known prices for materials and labor and machine based on current quotes.

## **5. Increase Efficiency or Productivity**

These terms don't directly apply to this type of project.

## **6. Additional Long Range Costs**

Post-tension tennis courts, when newly installed are guaranteed against cracks for 20 years and an additional 10 year guarantee not to bubble or peel. In contrast, bituminous tennis courts when newly installed should last 10-12 years with proper preventative maintenance, power washing, and repairing any cracks and repainting as they arise.

## **7. Additional Use or Demand on Existing Facilities**

This project would reduce the maintenance costs to repair older tennis courts that are typically performed every two years for the first 10-12 years of the new installation. These courts, in particular, were repaired as best they could be given their condition in 2019.

## **8. Alternatives to this request**

One alternative to this request is to do nothing and to continue to spend money repairing the courts every summer, a second alternative would be to rebuild the courts as bituminous material, however, we would run the risk of having the same maintenance issue we currently have.



### **9. Safety & loss Control**

This project would enhance safety and loss control by drastically reducing the risk of injury to students, staff, as well as the public on the existing deteriorating surface material.

### **10. Environmental Considerations**

This project work will include proper grading and drainage which will in turn help the environment in the immediate surrounding area.

### **11. Insurance**

Contractor will be required to carry insurance coverage.

### **12. Financing**

This project would not proceed without funding approval. This project will be bonded.

### **13. Other Considerations**

None

### **14. Other Approvals**

Board of Selectman

Board of Finance

RTM



**TUNXIS HILL PARK**

**PICKLEBALL COURT**  
**REPLACEMENT**

**NON-RECURRING CAPITAL REQUEST**

2024



# Town of Fairfield – Tunxis Hill Park

## Pickleball Court Replacement

### **1. Background:**

Tunxis Hill Pickleball Courts consist of four playing courts. The courts were rebuilt in 2014 and are at the end of their useful life. These pickleball courts are an integral part of our Town's recreational system. These courts are heavily used by the general public. The courts are at the end of their 10-12 year life span and have very large cracks and excessive peeling that are beyond repair and repainting for use another year. We are requesting \$575,000 for funding the replacement of the current four courts and addition of two courts with new Post-tension concrete courts, new painting, surface coating, new chain link fencing and new nets.

### **2. Purpose & Justification:**

The condition of the existing pickleball courts is considered poor and continues to deteriorate to the point that they are unusable. Many repairs, fixes and new paintings have been performed over the past 8 years but current examination by professional engineers and contractors have clearly identified that it is time for a full replacement. The current cracks and deterioration are beyond repair to be cost effective for the long term.

### **3. Detailed Description of Proposal:**

The expenditure would cover the total costs for demolition and removal of existing bituminous material, new installation of Post-Tension concrete courts, new painting, surface coating, new chain link fencing and new nets.

### **4. Reliability of Estimated Cost**

The cost estimate is made up of known prices for materials and labor and machine based on current quotes.

### **5. Increase Efficiency or Productivity**

These terms don't directly apply to this type of project.

### **6. Additional Long Range Costs**

Post-tension pickleball courts, when newly installed are guaranteed against cracks for 20 years and an additional 10 year guarantee not to bubble or peel. In contrast, bituminous tennis courts when newly installed should last 10-12 years with proper preventative maintenance, power washing, and repairing any cracks and repainting as they arise.

### **7. Additional Use or Demand on Existing Facilities**

This project would reduce the maintenance costs to repair older tennis courts that are typically performed every two years for the first 10-12 years of the new installation. These courts, in particular, were repaired as best they could be given their condition in 2019.



## **8. Alternatives to this request**

One alternative to this request is to do nothing and to continue to spend money repairing the courts every summer, a second alternative would be to rebuild the courts as bituminous material, however, we would run the risk of having the same maintenance issue we currently have.

## **9. Safety & loss Control**

This project would enhance safety and loss control by drastically reducing the risk of injury to students, staff, as well as the public on the existing deteriorating surface material.

## **10. Environmental Considerations**

This project work will include proper grading and drainage which will in turn help the environment in the immediate surrounding area.

## **11. Insurance**

Contractor will be required to carry insurance coverage.

## **12. Financing**

This project would not proceed without funding approval. This project will be bonded.

## **13. Other Considerations** None

## **14. Other Approvals**

Board of Selectman

Board of Finance

RTM



**A RESOLUTION APPROPRIATING \$760,000 FOR THE COSTS RELATED TO USES OF CORONAVIRUS STATE FISCAL RECOVERY FUND AND THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND**

**WHEREAS**, the Town of Fairfield, Connecticut (the “Town”) received grant funds from both the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund in the total amount of \$24,800,000 (the “Grant Funds”); and

**WHEREAS**, on September 27, 2021, the Town’s Representative Town Meeting (“RTM”) approved a resolution entitled: “A RESOLUTION APPROPRIATING \$24,800,000 FOR THE COSTS RELATED TO USES OF CORONAVIRUS STATE FISCAL RECOVERY FUND AND THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND SPECIFIED IN EXHIBIT A” (the “Initial Resolution”); and

**WHEREAS**, on October 24, 2022, the Town’s RTM approved a resolution entitled: “A RESOLUTION AMENDING AND RESTATING A RESOLUTION ENTITLED “A RESOLUTION APPROPRIATING \$24,800,000 FOR THE COSTS RELATED TO USES OF CORONAVIRUS STATE FISCAL RECOVERY FUND AND THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND SPECIFIED IN EXHIBIT A,” TO REDUCE THE APPROPRIATION TO \$22,640,000 AND REVISE CERTAIN USES OF FUNDS IN THE PROJECT LIST AS REFLECTED IN THE ATTACHED AMENDED EXHIBIT A” (the “Amended Resolution”) in order to amend and restate the Initial Resolution to reflect certain project list revisions, including funding amounts for certain projects, as reflected in the Exhibit A attached to the Amended Resolution; and

**WHEREAS**, the Amended Resolution reduced the total appropriation from \$24,800,000 to \$22,640,000; and

**WHEREAS**, Grant Funds in the amount of \$2,160,000 remain to be appropriated for additional Town projects, and the Town desires to appropriate \$760,000 of the \$2,160,000 in Grant Funds for the uses specified in **Exhibit A** attached hereto.

**NOW, THEREFORE, BE IT RESOLVED:**

As recommended by the Board of Finance and the Board of Selectmen, the Town of Fairfield, Connecticut hereby appropriates the sum of Seven Hundred Sixty Thousand and 00/100 Dollars (\$760,000) subject to the availability of such funds, for the uses specified in the project list set forth in the attached **Exhibit A**.

**EXHIBIT A**

**Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund  
Project List**

<b>Department</b>	<b>Project</b>	<b>Amount</b>
Fire	Fire Station Rehabilitation	\$50,000
Fire	Shift Commander Vehicle Replacement	\$150,000
Park & Rec	Sgt. Murphy Playground Replacement	\$150,000
Police	Police Department Headquarters Rehabilitation	\$350,000
Fire	Vehicle Replacement	<u>\$60,000</u>
		<b>\$760,000</b>

**Fire Station Rehabilitation Program Year 3:  
Overhead Doors, Exhaust Systems and Design Work**

**\$300,000**

---

**1. Background**

This project is Phase 3 of a multiyear Program enabling the rehabilitation of the five Fairfield Fire Stations. The Program addresses the major living and operating spaces critical to efficient, safe and healthy working conditions. The first five years of the Program addresses bathrooms, overhead doors, vehicle apparatus bay exhaust systems, apparatus maintenance facilities, ADA compliance, security initiatives, infrastructure and continuity of operations systems, window replacement and a kitchen renovation. This Program is distinct from and not addressed by the DPW “Capital Needs Assessment” which pointed out Town Facilities’ code violations, HVAC and other internal building infrastructure needs. We believe that the Fire Department’s comprehensive Station Rehabilitation Program will preserve the operating effectiveness of our facilities for decades.

**2. Purpose and Justification**

The Fire Department proposes to renovate conditions at Fire Stations over the next fiscal years. This proposal comes after annual assessments of our facilities beginning in 2016. Over this period the fire department, with the assistance of the DPW, evaluated the conditions of the stations and highlighted the priority projects that cannot be completed without capital budget investments. The department respectfully requests this investment in our stations.

These projects include repair, renovation or replacement of the spaces and systems. They include:

- FY 21 Bathrooms Design: Architect produced design of bathrooms at Stations 2, 1 and 5.
- FY 22 Exhaust Systems were completed, Overhead Doors: Planning Stage
- FY 23 Overhead Doors: Underway in Q2, Renovation of Station 2 Bathrooms Q1-Q2. Continuation of Bathroom renovations: Station 1 is next. Station 5 will be in future FY.
- Future Projects: Renovation of Administrative Offices, Elevator and Fire Sprinklers at Headquarters, Station 2 Dorm Upgrade, Station 1 Kitchen Upgrade and Storage Space Addition, Cameras, Security and Generators at various fire stations, Station 3 Apparatus Epoxy floor.

Each of these projects address specific issues. The projects are sequenced to insure that no portion of a project would be duplicative or require further investments. Through careful design and selection of durable, cost effective and easy to maintain materials each project is expected to have long service life extending for decades.

The completion of this Multi-Year Fire Station Rehabilitation Project will address the major shortcomings plaguing our facilities. It is expected that following the completion of this project, the department will maintain its facilities with normal operating budget appropriations for building maintenance.

### **3. Detailed Description of Proposal**

The major focus of this request is to continue the bathroom renovation project. Fire Station 2's bathroom is complete and rather than accepting last-year's bid results for Station 1 we are re-bidding the project utilizing existing Architect's drawings and hope to get more favorable costing.

The project we are looking to complete in this request is Fire Station 1. Last year's bids ranged from \$312K to \$405K, not including asbestos and lead remediation and temporary bathroom trailers. We believe that prices may be more favorable at this time.

### **4. Reliability of Cost Estimate**

Project budget is based on estimates provided in FY22 Q2 but will go out to re-bid FY23 Q3 in order to ensure reliable cost estimate and with possibility to reduce quoted prices.

### **5. Increased Efficiency and Productivity**

The existing equipment and spaces are highly inefficient and unreliable. These spaces were built over 60 years ago. 1950's-era windows will be replaced in second floor spaces and will reduce energy loss. There have been numerous failures of 2<sup>nd</sup> floor bathroom piping which resulted in leaks into the kitchen area below.

### **6. Additional Long Range Costs**

The department expects reduced long term maintenance costs as the existing equipment is subject to failures requiring costly emergency repairs by contractors.

### **7. Additional Use or Demand**

These projects are part of the comprehensive multiyear station improvement plan and will provide safe and efficient fire station services for 30-40 years.



## **8. Alternatives to This Request**

The proposal makes the best use of capital funding. The alternative would be to have a larger capital request and then attempt to complete all the remaining bathroom projects at one time. However, the bids that were originally received did not indicate significant savings for that scale of work.

## **9. Safety**

This project is expected to considerably improve the health and safety conditions. This project will assure that waste-water is not leaking into the kitchen area causing a serious health concern. Additionally, Station 1 is open to the public and the completion of this project will provide required ADA facilities.

## **10. Environmental Considerations**

Environmental concerns such as lead, asbestos and PCBs are addressed properly during construction projects. Additionally, all new fixtures are energy efficient.

## **11. Insurance**

N/A

## **12. Financing**

Bonding per Town Policy.

## **13. Other Considerations**

N/A

## **14. Approvals**

BOS, BOF, RTM



## Fairfield Fire Department

140 Reef Road  
Fairfield, CT 06824-5997

*Administrative Office*

*Office (203) 254-4713  
Office (203) 254-4720  
Fax (203) 254-4724*

December 8, 2022

### 14 Point Summary of Funding Request for Replacement of Fire Department Command Vehicle: \$150,000

#### 1. Background

The function and reliability of fire apparatus and the equipment carried on them directly impacts the ability of the Fairfield Fire Department to accomplish its primary mission of saving lives and protecting property. In accordance with the apparatus replacement program, the department is requesting replacement of Car 3, a 2019 Ford F-250. Car 3 was placed in service April 2019 and by the time it's delivered and outfitted, it will be in service for about 5 years and will have over 80,000 miles on it. Car 3 is the shift commander's response vehicle that responds to all multi-unit responses and provided command and coordination to all multi-unit incidents. It is essential that the shift commander have a reliable four wheel drive vehicle capable of safe operation in all weather conditions. When the shift commander arrives on the scene emergency, they assume command of the incident. Establishment of effective incident command with the required to technology to support the incident operations protects the safety of the responders and assures an effective and coordinated response to the fire or other emergency. Car 3 is consistently utilized as part of the Incident Command Post.



## 2. Purpose and Justification

- a. Our replacement program calls for replacement of the shift commander's vehicle every 5 years.
- b. The shift commander travels approximately 16,500 miles per year.
- c. Existing Car 3 is a 2019 Ford F-250 with 57,000 miles. By time of replacement Car 3 will have approximately 82,000 miles.
- d. This vehicle is a front line response vehicle that serves as the foundation for our incident management team. It provides critical incident management resources. It also contains firefighting equipment as well as command and communications equipment. It is in service 24 hours a day, 7 days a week. As the fire service evolves into an all hazards response organization, we take on more roles and responsibilities which means more equipment and technology. We need a durable, reliable and capable vehicle to perform the functions that it provides.
- e. Existing Car 3 will be used as a reserve unit when Car 3 is out for service. It will also be placed in front line service when the Callback Shift Commander comes in during working fires or weather events.

## 3. Detailed Description of Proposal

Vehicle, F250	\$55,000
Cap and Tray	\$ 9,000
Warning Equipment and Vehicle Marking	\$19,000
Custom Outfitting for Incident Management Equipment	\$22,000
Communications and Incident Management Technology/Equipment	\$25,000
Fire and Rescue Equipment	\$20,000
<b>Total Cost of Project</b>	<b>\$150,000</b>

## 4. Reliability of Cost Estimate

On a scale of 1 to 10, the reliability of this estimate is a 9.0. The proposed request is uncomplicated and costs are easily quantified.

## 5. Increased Efficiency and Productivity

This purchase will enable timely replacement of equipment used daily in our core mission and ensure efficient and reliable response and command.

## 6. Additional Long Range Costs

None anticipated.

## 7. Additional Use or Demand

None anticipated.

## **8. Alternatives to This Request**

None

## **9. Safety**

The Incident Commander makes incident management decisions that are critical and can be life altering. To do this properly, they must have modern technology readily available on the fire scene. This technology includes incident management software, air management software, and accurate electronic pre-plan information. Additionally, there is a great deal of data that indicates that exposure to firefighting gear and equipment can increase the likelihood of cancer in firefighters which is why the Fairfield Fire Department along with numerous other emergency response groups such as Bridgeport, Stratford, Wilton, Norwalk and East Haven Fire Departments, as well as the Connecticut State Police, have switched from an SUV style command vehicle to a pick up style to remove all PPE from the passenger compartment of vehicles. Our use of this type of vehicle has kept firefighting equipment and gear separate from the passenger area of the vehicle.

## **10. Environmental Considerations**

No Environmental impact.

## **11. Insurance**

N/A

## **12. Financing**

No additional expenditures are tied to this request. We expect this item to have a useful life for budgeting purposes of 15 years: 5 years first-line service 5 years as a spare vehicle and 5 years as a utility vehicle.

## **13. Other Considerations**

N/A

## **14. Approvals**

First Selectman, Board of Selectmen, Board of Finance, RTM

# SGT MURPHY PARK

## PLAYGROUND REPLACEMENT

NON-RECURRING CAPITAL REQUEST

2024



# Town of Fairfield – SGT Murphy Park Playground Replacement

## **1. Background:**

SGT Murphy Park is a 1.5 acre piece of property located at 140 Reef Road. This park is similar to many of the Town's inventory of parks as this is a neighborhood park. The park consists of a covered pavilion with a picnic table, a couple benches, and an outdated playground. The playground includes an original swing set with four swings, a slide, an old seesaw, and a dated set of monkey bars. We are requesting \$150,000 for funding the replacement of the playground equipment, upgrades to the covered pavilion, and to add additional picnic tables and benches.

## **2. Purpose & Justification:**

The condition of the existing playground is considered poor and continues to deteriorate to the point that the equipment is unsafe. Many repairs, fixes and new paintings have been performed over the years but current examination by our Master Plan consultant has clearly identified that it is time for a full replacement.

## **3. Detailed Description of Proposal:**

The expenditure would cover the total costs for demolition and removal of existing playground equipment. It would also cover the complete installation of the new equipment and wood fiber surfacing.

## **4. Reliability of Estimated Cost**

The cost of materials and installation was estimated by KOMPAN. The new playground would meet all playground safety requirements.

## **5. Increase Efficiency or Productivity**

These terms don't directly apply to this type of project.

## **6. Additional Long Range Costs**

I do not see any long range costs associated with this project outside of normal maintenance.

## **7. Additional Use or Demand on Existing Facilities**

This project would not contribute to additional use or demand of the neighborhood park.

## **8. Alternatives to this request**

The alternative to this request is to do nothing. While the park is currently functional, there will come a point where equipment will fail and need to be removed and/or replaced. The cost of doing nothing also runs the risk of potential lawsuits for injuries on noncompliant playground equipment.

## **9. Safety & loss Control**

This project would enhance safety and loss control by drastically reducing the risk of the public getting hurt on the existing deteriorating playground equipment.

## **10. Environmental Considerations**

This project work will meet all environment requirements and considerations.



### **11. Insurance**

Contractor will be required to carry insurance coverage.

### **12. Financing**

This project would not proceed without funding approval. This project will be bonded.

### **13. Other Considerations**

None

### **14. Other Approvals**

Board of Selectman

Board of Finance

RTM



## **Police Department Rehabilitation**

**Year 1: Lobby Reconfigure; Build Shift Commander Office; Classroom Technology; Carpets.**  
**Rough Est. \$300,000**

**Year 2: Men and Women's Locker Rooms and Bathroom; Booking; Detention Area**  
**Rough Est. \$500,000**

**Year 3: Former ECC Redesign; Rough Est. 300,000**

---

### **1. Background**

The police department building has been operating 24/7/365 since 1976. In the last 50 years, the needs of the police department have grown. Like every growing police department, the needs for more parking, more office space, and more indoor and outdoor secured storage have increased.

In addition to the square footage and footprint concerns, there are concerns regarding the basic functionality and safety of the various areas in and around the police department.

One can make an argument that the Police Department is in need of new facility. The disjointed structure of the building does not allow for all Divisions and Bureaus to work in the same cohesive space. Over the years, Server Rooms and Evidence Storage have taken real estate of office space. All the bathrooms in the building need to be updated, sinks, toilets and the roof leak, electrical outlets constantly trip, and HVAC can rarely be regulated to work comfortably, even after the recent upgrade to the system. We often field union complaints about the working conditions in the building. Any large equipment or vehicles that are seized as evidence are stored in our general unsecured outdoor parking lot. Due to ongoing maintenance issues, security becomes challenging as contractors and vendors are required to both be vetted and escorted (according to federal requirements) throughout the building. This issue is further exacerbated because of consistent work being performed by various telecommunications companies that need access to the Police Department's roof and cell phone tower.

FPD Command Staff members have consolidated some of these concerns and are proposing a 3-year renovation plan for some of the heaviest impacted areas around the police department. This effort will address the major operating spaces critical to efficient, safe and healthy working conditions.

Ideally, this renovation is a multiyear project, to be completed in 3 separate phases. Each phase will align with a fiscal year (FY), contingent on design, supply chain, and construction availability.

The 3 phases are listed below:



#### FY 23-24

- Lobby reconfiguration – Addition of Shift Commander Office
- New carpets throughout the building
- Upgrade the technology in the multipurpose classroom (used for training, press conferences, commissioner/town meetings)

#### FY 24-25

- Upgrade the safety of the police booking area and build a mental wellness holding area
- Women's Locker Room & Bathroom & Lactation Area
- Men's Locker Room & Bathroom

#### FY 25-26

- Former ECC Redesign

## **2. Purpose and Justification**

The following summarizes the 3 phases of this proposed project. However additional information including a variety of concerns can be found in the Town's Capital Needs Assessment Report (October 8,2021).

### **Phase 1 of this project includes three major elements.**

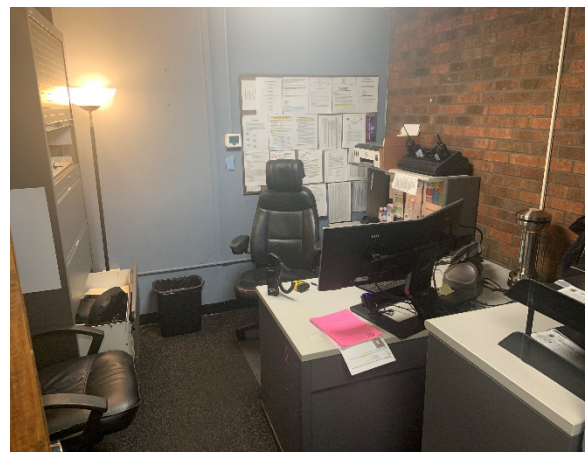
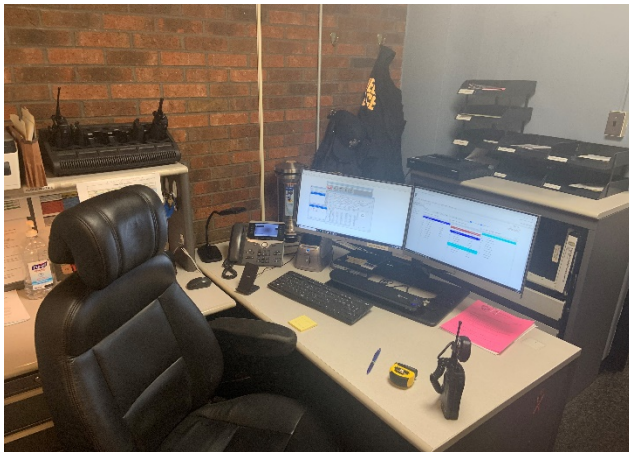
FY 23-24 consists of three renovations.

1. Addition of Shift Commander Office and remodel lobby
2. Upgraded Technology in the multipurpose classroom
3. New carpets throughout the building

#### FY 23-24 Project 1

Circa 1990, the police department converted a small 10x10 interview room connected to the PD's main lobby into an office for the Patrol Shift Commanders (Lieutenants). This office, pictured below, is shared (24/7) by four of Patrols highest-ranking officials. It is here that they meet with members of the community, hear citizen complaints, plan events, meet with subordinate officers and make critical decisions. The office was never compatible to serve the needs of a Shift Commander.

This project requires walls be removed, expanding the current office into the main lobby space. This expansion would encapsulate one of the current bathrooms in the lobby. This newly acquired space would require the bathroom to be remodeled into a locker room for the Shift Commanders, which would be accessible through the newly constructed office. During that time, the lobby should be renovated, however the cost would increase substantially. There are also HVAC and Electrical concerns.



Cost of this project is difficult to determine without retaining an architect and builder.

#### FY 23-24 Project 2

There is a need to upgrade the technology in the Multipurpose Community Classroom. This room is used for our Emergency Management System, Training Classroom, Citizens Police Academy, Press Conferences and Commissioner Meetings. This project will update the technology capabilities of the room, consisting of audio/visual aids, cameras and advanced communications needs of our agency. The aging furniture within this room should be replaced to accommodate the multipurpose nature of this environment.

An estimate was obtained of \$50,000 to retrofit the technology in this classroom.

#### FY 23-24 Project 3

Replace the roughly 7,000 square feet of carpet throughout the Police Department, excluding the carpet in the lobby and break room. (Lobby will be under construction and the break room will be consumed by the new PD locker room).

An estimate was obtained of \$35,000 to replace the carpets. 7000sf x \$5sf.

## **Phase 2 of this project includes three major elements.**

FY 24-25 consists of three renovations.

1. Women's Locker Room & Bathroom & Lactation Area
2. Men's Locker Room & Bathroom
3. Upgrade the safety of the police booking area and build a mental wellness holding area

### **FY 24-25 Project 1**

The Police Department currently has 12 female police officers all of which need to be provided with a locker to secure their belongings, including sensitive items, such as radios, bulletproof vests, police uniforms and firearms. As illustrated in the picture below, six of those lockers are physically located in the latrine area. The second picture illustrates the remaining nine lockers. Though there are a total of 15 lockers, these lockers are old, small and rusting. This proposal suggests that the bathroom be remodeled, in addition to adding a second shower stall. A Lactation Room needs to be added to comply with federal law. To achieve this, it requires the current and only department fitness center to be decommissioned to acquire the needed space for expansion.



### **FY 24-25 Project 2**

The men's locker-room is plagued with similar issues; Limited ventilation, limited lighting, and insufficient storage space for officers. It is important to note that these

locker rooms were original to the building. These lockers have very limited storage space, no airflow, no electricity to charge cameras, flashlights, phones and radios.

This proposal also calls for a remodel of the men's locker room bathroom. This remodel will also add 2 more shower stalls (totaling 4). This renovation requires the current and only department break room to be decommissioned to acquire the needed space for expansion.



### FY 24-25 Project 3

#### Detention Area;

The detention area of the police department facilitates the processing of an arrestee and serves as a temporary holding facility for evidence. Currently, this area is furnished with regular office furniture, which cannot be secured to the floor. This poses a threat to officers and arrestees. Furnishing this room with the appropriate furniture would ensure a safer environment for officers and arrestees.

Secondly, in order to comply with the best law enforcement practices while dealing with arrestees, an industry trend is providing a safe holding facility for arrestees. These are known as de-escalation/cool down/padded rooms. These rooms are used to create an environment completely removed from outside distractions, facilitating de-escalation within a safe environment. These rooms are typically equipped with floor and wall padding, and can also involve impact-absorbing floor tiles and other safety features.

#### **Phase 3 of this project.**

FY-25-26

Phase 3 of this project pertains to the former ECC space. This space will need to act as a temporary locker room during phase 2. Currently, the space is occupied with office cubicles once used by telecommunicators. There are wires, computers, and printers that need disassembling. After disassembly, lockers will need to be installed, windows will need to be removed, locks placed on the doors and other modifications (such as access to server rooms) as this space will serve as a temporary locker-room for the female and male officers during phase 2.

The future use of this space has yet to be determined. There is an old kitchen and bathroom attached to the ECC that need to be addressed as well. Ideas for this space include a fitness room and break room, as the current ones will be decommissioned for the expansion of the female and male locker rooms.

### **3. Detailed Description of Proposal**

FY 23-24

- Lobby remodel - Shift Commander Office

Considerations:

Architect Costs

(Unknown Hazardous Materials)

Removal of Walls

Reconfiguring Walls

Remodel bathroom

Moving an ADA complainant exterior door

Electrical

HVAC

Furniture

Bullet Proof Construction Material

- Upgrade the technology in the multipurpose classroom (used for training, press conferences, commissioner/town meetings)
- New Carpets

FY 24-25

- Women's Locker Room & Bathroom
- Men's Locker Room & Bathroom

Architect Costs

(Unknown Hazardous Materials)  
Removal of Walls  
Reconfiguring Walls  
Remodel bathrooms  
Decommission Fitness Center (Consumed by the women's locker room)  
Decommission Break Room (Consumed by the men's locker room)  
Electrical  
HVAC  
Furniture- 24 inch Lockers

- Upgrade the safety of the police booking area and build a mental wellness holding area

Requires Furniture Upgrades, relocating an evidence storage facility currently occupying a detention cell, and a vendor to build a de-escalation room.

FY 25-26

- Former ECC Redesign

This space is in the basement of Police Headquarters.

Architect Costs  
(Unknown Hazardous Materials)  
Removal of Walls  
Reconfiguring Walls  
Removing and/or Remodeling a Kitchen  
Electrical  
HVAC

This space must be done after the locker room project, as it will serve as the temporary female, then male locker room.

#### **4. Reliability of Cost Estimate**

Currently, these are conservative estimates. An architect is needed to best configure the space, search for any hazardous materials that may be present and structural considerations. There was a RFP put out for Architecture Company's in 2021 by our towns Purchasing Department. The estimated cost of architects exceeded the money the police department was willing to spend from the operating budget at that time.

## **5. Increased Efficiency and Productivity**

- Provides a better working environment for employees.
- Possibly removes some hazardous materials.
- Promotes officer wellness.
- More attractive for potential police recruits.
- Provides a more efficient and technologically advanced community room.
- Provides more lockers and locker space for a growing police department.
- Allows for a safer booking area for officers and arrestees.
- Will also assist in being in compliance with accreditation standards.

## **6. Additional Long Range Costs**

We continue to invest money and resources into the current building to keep it operational and functional despite its obvious shortcomings.

## **7. Additional Use or Demand**

These projects are part of the comprehensive multiyear improvement plan and will provide a safer and more efficient work environment of our employees for the next 20 years.

## **8. Alternatives to This Request**

There is an alternative to this project. The cost of maintaining and operating within an old building comes with challenges. An alternative would be to consult with a Facility and Space needs assessment expert who can determine the cost benefit of either rehabilitating the current police department versus seeking a new facility. Either way would promote meeting the agency's growing needs.

## **9. Safety**

This project is expected to considerably improve the health and safety conditions.

## **10. Environmental Considerations**

Concerns of hazardous material may be present as the building was constructed in the 70's.

## **11. Insurance**

N/A

## **12. Financing**

Bonding per Town Policy.

## **13. Other Considerations**

## **14. Approvals**

BOS, BOF, RTM



**20 YEAR**

**A RESOLUTION APPROPRIATING \$6,250,000 FOR COSTS ASSOCIATED WITH THE INSPECTION AND CONSTRUCTION PHASE OF THE EAST TRUNK WETLANDS CROSSING PROJECT, AUTHORIZING A GRANT TO REIMBURSE \$750,000 OF SUCH APPROPRIATION AND AUTHORIZING THE ISSUANCE OF BONDS IN AN AMOUNT NOT TO EXCEED \$5,500,000 TO FUND THE BALANCE OF SUCH APPROPRIATION.**

**WHEREAS**, the Town of Fairfield, Connecticut (the “Town”) seeks to appropriate \$6,250,000 for the costs associated with the inspection and construction phases of the East Trunk Wetlands Crossing Project (the “Appropriation”); and

**WHEREAS**, the Appropriation shall be funded by several sources including: 1) \$750,000 in grant funds from the State of Connecticut’s Urban Act Grant Program (the “Grant”); and 2) \$5,500,000 in bonds issued by the Town (the “Bonds”); and

**WHEREAS**, the Town seeks to authorize the Appropriation, to negotiate and accept the terms of the Grant and the Bonds in an amount not to exceed \$5,500,000; and

**WHEREAS**, while the Town is liable for the debt service on the Bonds, for internal accounting purposes, it is appropriate that all costs of the Project including debt service on the Bonds be allocated to, and reimbursed to the Town by, the Water Pollution Control Authority (the “WPCA”); and

**WHEREAS**, simultaneously herewith, the Town shall secure approval of a Supplemental Resolution providing that all debt service on the Bonds shall be paid by the WPCA from its own funds as such debt service becomes due and the obligation of the WPCA shall be set forth in a memorandum of understanding with the Town satisfactory to the First Selectwoman; and

**NOW, THEREFORE, IT IS HEREBY:**

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**RESOLVED:**

1. As recommended by the Board of Finance and the Board of Selectmen, the Town of Fairfield (the “Town”) hereby appropriates the sum of Six Million Two Hundred Fifty Thousand and 00/100 Dollars (\$6,250,000) for costs of the inspection and construction phase of the East Trunk Wetlands crossing project, including but not limited to, the costs to replace the existing sanitary sewer pipe with a new pipe along the same alignment within an embankment across the Ash Creek Inlet wetlands adjacent to the Metro Center, and all related design, environmental inspection, administrative, financing, legal, contingency and other soft costs (the “Project”).
2. The First Selectwoman is hereby authorized and directed to negotiate and accept the terms of a state grant under the Urban Act Grant Program in the amount of Seven Hundred Fifty Thousand and 00/100 (\$750,000) Dollars to fund a portion of the Project (the “Grant”). The First Selectwoman is also hereby authorized to enter into, on behalf of the Town, a

Grant agreement or other document memorializing the terms of the Grant and to take all action necessary or reasonably required to carry out, give effect and consummate such Grant including executing on behalf of the Town such documents, agreements, contracts and certificates as deemed to be necessary or advisable by the First Selectwoman.

3. As recommended by the Board of Finance and the Board of Selectmen, the Town may borrow a sum not to exceed Five Million Five Hundred Thousand and 00/100 Dollars (\$5,500,000) to fund the balance of the appropriation and issue its general obligation bonds/bond anticipation notes for such indebtedness under its corporate name and seal and upon the full faith and credit of the Town in an amount not to exceed said sum for the purpose of financing the appropriation for the Project.
4. The Board of Selectmen, the Treasurer and the Chief Fiscal Officer of the Town are hereby appointed a committee (the "Committee") with full power and authority to cause said bonds to be sold, issued and delivered; to determine their form and terms, including provision for redemption prior to maturity; to determine the aggregate principal amount thereof within the amount hereby authorized and the denominations and maturities thereof; to fix the time of issue of each series thereof and the rate or rates of interest thereon as herein provided; to determine whether the interest rate on any series will be fixed or variable and to determine the method by which the variable rate will be determined, the terms of conversion, if any, from one mode to another or from fixed to variable; to set whatever other terms of the bonds they deem necessary, desirable or appropriate; to designate the bank or trust company to certify the issuance thereof and to act as transfer agent, paying agent and as registrar for the bonds, and to designate bond counsel. The Committee shall have all appropriate powers under the Connecticut General Statutes, as amended (the "Statutes") including Chapter 748 (Registered Public Obligations Act) and Chapter 109 (Municipal Bond Issues) to issue, sell and deliver the bonds and, further, shall have full power and authority to do all that is required under the Internal Revenue Code of 1986, as amended, and under rules of the Securities and Exchange Commission, and other applicable laws and regulations of the United States, to provide for issuance of the bonds in tax exempt form and to meet all requirements which are or may become necessary in and subsequent to the issuance and delivery of the bonds in order that the interest on the bonds be and remain exempt from Federal income taxes, including, without limitation, to covenant and agree to restriction on investment yield of bond proceeds, rebate of arbitrage earnings, expenditure of proceeds within required time limitations, the filing of information reports as and when required, and the execution of Continuing Disclosure Agreements for the benefit of the holders of the bonds and notes.
5. The First Selectwoman and Treasurer or Chief Fiscal Officer, on behalf of the Town, shall execute and deliver such bond purchase agreements, reimbursement agreements, line of credit agreement, credit facilities, remarketing, standby marketing agreements, standby bond purchase agreements, and any other commercially necessary or appropriate agreements which the Committee determines are necessary, appropriate or desirable in connection with or incidental to the sale and issuance of bonds, and if the Committee determines that it is necessary, appropriate, or desirable, the obligations under such agreements shall be secured by the Town's full faith and credit.

6. The First Selectwoman and Treasurer or Chief Fiscal Officer shall execute on the Town's behalf such interest rate swap agreements or similar agreements related to the bonds for the purpose of managing interest rate risk which the Committee determines are necessary, appropriate or desirable in connection with or incidental to the carrying or selling and issuance of the bonds, and if the Committee determines that it is necessary, appropriate or desirable, the obligations under such interest rate swap agreements shall be secured by the Town's full faith and credit.
7. The bonds may be designated "Public Improvement Bonds of the Town of Fairfield", series of the year of their issuance and may be issued in one or more series, and may be consolidated as part of the same issue with other bonds of the Town; shall be in serial form maturing in not more than twenty (20) annual installments of principal, the first installment to mature not later than three years from the date of issue and the last installment to mature not later than twenty (20) years from the date of issuance or as otherwise provided by statute. The bonds may be sold at an aggregate sales price of not less than par and accrued interest at public sale upon invitation for bids to the responsible bidder submitting the bid resulting in the lowest true interest cost to the Town, provided that nothing herein shall prevent the Town from rejecting all bids submitted in response to any one invitation for bids and the right to so reject all bids is hereby reserved, and further provided that the Committee may sell the bonds on a negotiated basis, as provided by statute. Interest on the bonds shall be payable semi-annually or annually. The bonds shall be signed on behalf of the Town by at least a majority of the Board of Selectmen and the Treasurer, and shall bear the seal of the Town. The signing, sealing and certification of the bonds may be by facsimile as provided by statute.
8. The Committee is further authorized to make temporary borrowings as authorized by the Statutes and to issue temporary notes of the Town in anticipation of the receipt of proceeds from the sale of the bonds to be issued pursuant to this resolution. Such notes shall be issued and renewed at such time and with such maturities, requirements and limitations as provided by the Statutes. Notes evidencing such borrowings shall be signed by the First Selectwoman and Treasurer or Chief Fiscal Officer, have the seal of the Town affixed, which signing and sealing may be by facsimile as provided by statute, be certified by and payable at a bank or trust company incorporated under the laws of this or any other state, or of the United States, be approved as to their legality by bond counsel and may be consolidated with the issuance of other Town bond anticipation notes. The Committee shall determine the date, maturity, interest rates, form and manner of sale, including negotiated sale, and other details of said notes consistent with the provisions of this resolution and the Statutes and shall have all powers and authority as set forth above in connection with the issuance of bonds and especially with respect to compliance with the requirements of the Internal Revenue Code of 1986, as amended, and regulations thereunder in order to obtain and maintain issuance of the notes in tax exempt form.
9. Pursuant to Section 1.150-2, as amended, of the Federal Income Tax Regulations the Town hereby declares its official intent to reimburse expenditures (if any) paid for the Project from its General or Capital Funds, such reimbursement to be made from the proceeds of

the sale of bonds and notes authorized herein and in accordance with the time limitations and other requirements of said regulations.

10. The First Selectwoman, Chief Fiscal Officer and Town Treasurer are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution.
11. The Committee is hereby authorized to take all action necessary and proper for the sale, issuance and delivery of the bonds and notes in accordance with the provisions of the Statutes and the laws of the United States.
12. The First Selectwoman or other proper Town official is authorized to apply for and accept any available State or Federal grant, in addition to the Grant as defined in paragraph 2 herein, in aid of the financing of the Project, and to take all action necessary and proper in connection therewith. Any such grants or contribution received prior to the issuance of the Bonds authorized herein shall be applied to the costs of the Project or to pay at maturity the principal of any outstanding bond anticipation notes issued pursuant this resolution and shall reduce the amount of the Bonds that can be issued pursuant to this resolution. If such grants and contributions are received after the issuance of the Bonds, they shall be applied to pay the principal on the Bonds or as otherwise authorized by the Board of Selectmen, Board of Finance and Representative Town Meeting provided such application does not adversely affect the tax-exempt status of the Bonds or the Town's receipt of such grant or contribution.

## **SUPPLEMENTAL 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 \$6,250,000 FOR COSTS ASSOCIATED WITH THE INSPECTION AND CONSTRUCTION PHASE OF THE EAST TRUNK WETLANDS CROSSING PROJECT, AUTHORIZING A GRANT TO REIMBURSE \$750,000 OF SUCH APPROPRIATION AND AUTHORIZING THE ISSUANCE OF BONDS IN AN AMOUNT NOT TO EXCEED \$5,500,000 TO FUND THE BALANCE OF SUCH APPROPRIATION” (the “Resolution”); and

**WHEREAS**, the Resolution appropriates \$6,250,000 (the “Appropriation”) for costs associated with the inspection and construction phases of the East Trunk Wetlands Crossing Project (the “Project”); and

**WHEREAS**, the Appropriation shall be funded by several sources including: 1) \$750,000 in grant funds from the State of Connecticut’s Urban Act Grant Program (the “Grant”); and 2) \$5,500,000 in bonds issued by the Town (the “Bonds”); and

**WHEREAS**, the Resolution authorizes the Appropriation, the negotiation and acceptance of the terms of the Grant and authorizes the Bonds in an amount not to exceed \$5,500,000; and

**WHEREAS**, while the Town is liable for the debt service on the Bonds, for internal accounting purposes, it is appropriate that all costs of the Project including debt service on the Bonds be allocated to, and reimbursed to the Town by, the WPCA; and

**WHEREAS**, the WPCA has agreed to pay for the costs of the Project and the debt service on the Bonds authorized by the Resolution; and

**NOW, THEREFORE, IT IS HEREBY:**

**RESOLVED,**

- 1) That the debt service on the Bonds as such debt service 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 (the “MOU”) with the Town satisfactory to the First Selectwoman; and
- 2) That the First Selectwoman is hereby authorized to execute the MOU on behalf of the Town.

**East Trunk Sewer Metro Wetlands Crossing – Construction/Inspection Phase**

**Project cost - \$ 6,250,000**

**Grant – \$ 750,000 CDBG Grant**

**Town Share – \$ 5,500,000 in bonding**

1. **BACKGROUND** – East Trunk Sewer Wetlands Crossing project will replace approximately 311 linear feet of existing 33” sanitary sewer pipe with a new 36” pipe along the same alignment within an embankment across the Ash Creek Inlet wetlands adjacent to the Metro Center. This project will reduce Inflow & Infiltration (I&I), reduce Sewer System Overflows (SSO), and increase capacity for future development. Design services for this project were awarded to D&B Engineers in April 2021. Construction Plans are completed., Permits have been obtained to start construction.
2. **PURPOSE** – To replace a portion of sewer main that carries about 2/3 of Town sewer flows to the WPCF plant. The new 36 inch line will expand capacity for Metro Center development and provide necessary improvements to the system.
3. **DESCRIPTION OF PROPOSAL** -The request includes Construction of the sewer, design services during construction, specialized inspections, environmental inspection, and general daily inspections.
4. **RELIABILITY OF COST ESTIMATE** – This estimate is based on the latest information of the design consultant for construction and inspection costs are based on number of days for anticipated construction. ( 13-16 months) Using 16 month as worst case scenario.
5. **INCREASED EFFICENCY AND PRODUCTIVITY** – same as number 2.
6. **ADDITIONAL LONG RANGE COST** – Cost to complete the pipe replacement will depend on actual contract bids and final field conditions.
7. **ADDITIONAL USE OR DEMAND ON EXISTING FACILITES** – increased capacity in sewer line. New line should have significantly less maintenance than current line.
8. **ALTERNATES TO THIS REQUEST** – None, Town might be liable for additional Sanitary Sewer Overflows and future development could be severely limited.
9. **SAFETY AND LOSS CONTROL** – Environmental conditions will improve with project.
10. **ENVIRONMENTAL CONSIDERATIONS** –are listed in construction bid documents (plans and specifications). Town must hire Licensed Environmental Professional and perform specialized inspections throughout the project per (IBC) building codes.

11. INSURANCE – Consultant will be required to carry the necessary insurance as directed by the Town of Fairfield Purchasing Department.
12. FINANCING – \$750,000 grant that was extended and transferred from another East Trunk sewer project. The Town Share is anticipated to be \$ 5,500,000 in GO Bonds. Debt service on the bonded amount will be paid from the WPCA operating budget.  
Project has been listed on Capital Waterfall ( 5 year planning document) for some time now.
13. OTHER CONSIDERATIONS – None
14. APPROVALS – WPCA      Oct 19, 2022 and Nov 2, 2012  
                                 BOS      Feb 2023  
                                 BOF      Feb 2023  
                                 RTM      Feb 2023

**REFUNDS SUBMITTED FOR APPROVAL**  
**2/6/2023**

<u>Name</u>	<u>List No.</u>	<u>Tax</u>	<u>Interest</u>	<u>DMV</u>	<u>Bill</u>	<u>Reason</u>
<b><u>2021 REAL ESTATE</u></b>						
FARQUHAR DAVID SCOTT/EST	2021 01 07959	\$2,091.76				PAID IN ERROR
SUDOL MARK J & MALLORY A	2021 01 08521	\$997.32				PAID IN ERROR
<b>TOTAL</b>		<b><u>\$3,089.08</u></b>				
<b><u>2021 MOTOR VEHICLE</u></b>						
DELLAVOLPE DUNCAN J	2021 03 60174	\$28.11				OVERPAID DUE TO ADJUSTMENT
HUMMERSTONE JAMES	2021 03 70027	\$154.18				OVERPAID IN ERROR
JONES-IACOVELLA ANNE K	2021 03 71341	\$88.26				OVERPAID DUE TO ADJUSTMENT
JP MORGAN CHASE BANK NA	2021 03 71671	\$511.72				OVERPAID DUE TO ADJUSTMENT
ROTHIER ROBERT F & OLIVIA M	2021 03 86074	\$128.03				OVERPAID DUE TO ADJUSTMENT
STRONG ROBERT B	2021 03 89748	\$399.74				OVERPAID DUE TO ADJUSTMENT
STRONG ROBERT B	2021 03 89749	\$485.04				OVERPAID DUE TO ADJUSTMENT
STROUD JULIAN H	2021 03 89755	\$27.42				OVERPAID DUE TO ADJUSTMENT
TOYOTA LEASE TRUST	2021 03 91391	\$615.96				OVERPAID DUE TO ADJUSTMENT
TOYOTA LEASE TRUST	2021 03 91780	\$316.48				OVERPAID DUE TO ADJUSTMENT
USB LEASING LT	2021 03 92920	\$565.42				OVERPAID DUE TO ADJUSTMENT
VAULT TRUST	2021 03 93270	\$775.86				OVERPAID DUE TO ADJUSTMENT
VAULT TRUST	2021 03 93280	\$392.98				OVERPAID DUE TO ADJUSTMENT
HONDA LEASE TRUST	2021 04 83368	\$279.02				OVERPAID DUE TO ADJUSTMENT
<b>TOTAL</b>		<b><u>\$4,768.22</u></b>				
<b><u>2021 SEWER USE</u></b>						
SCHMIDT DAVID P & NORMA	2021 08 14826	\$12.22				OVERPAID IN ERROR
<b>TOTAL</b>		<b><u>\$12.22</u></b>				
<b><u>2020 MOTOR VEHICLE</u></b>						
VAULT TRUST	2020 03 92503	\$219.16				OVERPAID DUE TO ADJUSTMENT
<b>TOTAL</b>		<b><u>\$219.16</u></b>				
<b>TOTAL TAX</b>		<b>\$8,088.68</b>				
<b>TOTAL INTEREST</b>		<b>-</b>				
<b><u>GRAND TOTAL</u></b>		<b><u>\$8,088.68</u></b>				