

**TOWN OF FAIRFIELD  
BOARD OF SELECTMEN  
NOTICE OF PUBLIC MEETING**

The Regular Meeting of the Board of Selectmen will be held at 4:00 pm on Wednesday, January 31 2024, both in person in the 1<sup>st</sup> Floor Conference Room, Independence Hall, 725 Old Post Road, Fairfield, CT and via Webex.

Members of the Public: To View or Listen by Phone:

- ✓ Via Webex: <https://tofit.my.webex.com/join/community>
- ✓ By phone: Dial 510-338-9438. Enter Access Code or Meeting Number: 126 944 3035 #
- ✓ From the Webex app, connect to meeting #: 126 944 3035 #
- ✓ FairTV's cable channel (channel 79 for Fairfield Cablevision customers and 6010 for Frontier Cable customers)
- ✓ FairTV's website: [www.fairfieldct.org/government/fairtv/index.php](http://www.fairfieldct.org/government/fairtv/index.php)
- ✓ YouTube: <https://www.youtube.com/@fairtvgovernment720>

Please note, if you call to listen, you will not be heard by board members and there will be no live public comment until called for by the Chair. Public Comment will be heard before all voting items (excluding the approval of minutes.) In addition, the public may also send their comments before the meeting to the following email: [bos@fairfieldct.org](mailto:bos@fairfieldct.org). Comments should be submitted before 12 pm on Tuesday, January 30, 2024 and include the sender's full name and address.

**BOARD OF SELECTMEN MEETING  
Wednesday, January 31, 2024  
4:00 pm  
Via Webex & In-Person in the  
First Floor Conference Room, Independence Hall  
725 Old Post Road, Fairfield, CT 06824**

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

REVISED AGENDA

- 1) CALL TO ORDER / ROLL CALL
- 2) PLEDGE OF ALLEGIANCE
- 3) MINUTES  
To consider and act upon the minutes of January 3, 2024, January 17, 2024, January 24, 2024
- 4) RESIGNATIONS (*for information only*)
  - a. Board of Finance  
Sheila H. Marmion (D) Fairfield Woods Road, term 11/21-11/27  
(Resigned on January 11, 2024)
  - b. Employees Retirement Board  
John B. Mahoney (U) 520 Fulling Mill Lane North, term 11/22-11/27  
(Resigned January 3, 2024)

- 5) **APPOINTMENTS**  
To hear, consider and act upon the following appointments:
  - a. Board of Finance  
Shane D. Pendley (D) 343 Sturges Road, term 11/21-11/27  
(to fill a vacancy for Sheila H. Marmion (D) who resigned)
  - b. Fairfield Commission on disAbilities  
Ryan M. Price (U) 201 Quaker Lane, term 01/22-01/25  
(to fill a vacancy for Alder H. Crocker (R) who resigned)
  - c. Fair Rent Commission (*requires RTM approval*)
    - i. Ahmed Ebrahim (U) 18 Old Stratfield Road, term 01/24-01/26
    - ii. Thomas Lambert (D) 729 Burroughs Road, term 01/24-01/27
    - iii. Douglas A. Jones (D) 1304 Fairfield Woods Road, term 01/24-01/27
  - d. Historic District Commission Alternate (*requires RTM approval*)  
Maura Garych (D) 156 Pequot Avenue, term 11/21-11/26  
(to fill a vacancy for George E. Clark (R) who was moved to full member)
- 6) **FIRST SELECTMAN APPOINTMENT** (*for information only*)  
Employees Retirement Board (*requires RTM approval*)  
Nicholas D. Leeper (D) 75 Sherman Court, term 11/22-11/27  
(to fill a vacancy left by John Mahoney (U) who resigned)
- 7) **SUSTAINABLE FAIRFIELD TASK FORCE**  
To hear, consider, and act on a Memorandum of Understanding between the Town of Fairfield and SmartPower to manage and run the PowerSmart Fairfield campaign as further described in the MOU.
- 8) **COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR**  
To hear, consider, and act on authorizing the Town of Fairfield's Director of Community & Economic Development to enter into an agreement with Grow America to provide a benefit cost analysis for a proposed tax abatement program as authorized under Connecticut General Statutes Sec. 8-215 to facilitate the creation of additional below market rate units for a total fee not to exceed \$9800.00, with funding to be provided through Budget Account #010-01350-53200.
- 9) **HUMAN RESOURCES DIRECTOR**  
To hear, consider, and act on an Agreement for Third Party Claim Administration Services between the Town of Fairfield and PMA Management Corp. of New England, Inc.
- 10) **POLICE CHIEF AND PURCHASING AUTHORITY**  
To hear, consider and act on a Services Agreement between PowerDMS/PowerFTO, Inc. and the Town of Fairfield Police Department for services and subscriptions for the periods of February 14, 2024 through February 13, 2025. This approval includes the authorization to enter into renewals on similar terms and conditions.
- 11) **TOWN LIBRARIAN**
  - a. To hear, consider, and act on two agreements between the Fairfield Public Library and SirsiDynix for services to enhance the Integrated Library Systems software for managing loaned material and reporting. This approval includes the authorization to enter into renewals on similar terms and conditions.
  - b. To hear, consider, and act on three agreements between the Fairfield Public Library and

Stirling Brandworks for consulting services, website redesign, hosting, and support. This approval includes the authorization to enter into renewals on similar terms and conditions.

- c. To hear, consider, and act on a license agreement between the Fairfield Public Library and Rosen Digital for a teen health and wellness database for young adults. This approval includes the authorization to enter into renewals on similar terms and conditions.
- d. To hear, consider, and act on a license agreement between the Fairfield Public Library and MorningStar for the MorningStar financial database. This approval includes the authorization to enter into renewals on similar terms and conditions.
- e. To hear, consider, and act upon a software license agreement between the Fairfield Public Library and SMS for web-based visit counting hardware in the library's art gallery. This approval includes the authorization to enter into renewals on similar terms and conditions.
- f. To hear, consider, and act on a software license agreement between the Fairfield Public Library and SenSource for web-based visitor monitoring. This approval includes the authorization to enter into renewals on similar terms and conditions.
- g. To hear, consider, and act on a software license agreement between the Fairfield Public Library and Glowforge related to Glowforge equipment used in the library's maker space. This approval includes the authorization to enter into renewals on similar terms and conditions.
- h. To hear, consider, and act on a software license agreement between the Fairfield Public Library and TeamSoftware Solutions for security software for public computer kiosks. This approval includes the authorization to enter into renewals on similar terms and conditions.

12) HVAC INDOOR AIR QUALITY BUILDING COMMITTEE

To hear, consider, and act upon revisions to the HVAC Indoor Air Quality Building Committee Charge

13) PURCHASING AUTHORITY

To hear, consider, and act on authorizing the Purchasing Authority to enter into the proposed contract with Van Zelm Engineers, to provide all services necessary for Commissioning Services related to Phase 1 of the HVAC Upgrades at Various Fairfield Public School Locations as detailed in RFP#2024-35 and the Van Zelm Engineering fee proposal dated December 22, 2023 for an estimated fee of \$241,558.00. Funding for this contract is available in account 26009010-57000-FY226 –Phase 1 AC at Schools.

14) PURCHASING AUTHORITY

To hear, consider, and act on authorizing the Purchasing Authority to enter into the proposed contract with Wright-Pierce, to provide all engineering services necessary for bid package development for cleaning and repairs of the secondary digester at the Water Pollution Control Facility as detailed in the Wright-Pierce proposal dated December 8, 2023 for an amount not to exceed \$33,500.00. Funding for this contract is available in account 13013010-53200 Fees and Professional Services.

15) PURCHASING AUTHORITY

To hear, consider, and act on authorizing the Purchasing Authority to enter into the proposed contract amendment labeled "Exhibit A - GMP Submission" with Bismark Construction to provide labor, equipment, material, and all other necessary services needed to complete the Penfield Pavilion Project. Exhibit A is an addition to the original A133 contract previously approved by the Board of Selectman.

- 16) **ENGINEERING MANAGER (*requires Board of Finance and RTM approval*)**  
To hear, consider and act upon a reallocation of the American Rescue Plan Act (ARPA) Funds per Exhibit A attached in the backup.
- 17) **ENGINEERING MANAGER (*requires Board of Finance and RTM approval*)**  
To hear, consider and act upon the following resolution as recommended by the Engineering Manager:  
WHEREAS, on August 21, 2023 the Town of Fairfield BOS resolved that the Town of Fairfield may enter into and deliver to the State of Connecticut Department of Energy and Environmental Protection any and all documents deemed necessary or appropriate for a grant of \$2,500,000 for the Rooster River Flood Mitigation Project, and be it FURTHER RESOLVED, that Brenda L. Kupchick as First Selectwoman of the Town of Fairfield is authorized and directed to execute and deliver any and all documents on behalf of the Town of Fairfield and do and perform all acts and things deemed to be necessary or appropriate to carry out terms of such documents; and  
WHEREAS, on August 1, 2023 the Town of Fairfield received the State of Connecticut Department of Energy and Environmental Protection Draft Agreement/Grant/Contract approving the Urban Act Grant program application in the amount of \$2,500,000 for the Rooster River Flood Mitigation Project; and  
WHEREAS, the acceptance of a \$2,500,000 Urban Act Grant to receive, fund and expend project costs associated with the Rooster River Flood Mitigation Project of which one hundred percent of said project costs are paid (reimbursed) by the State grant and appropriated \$2,500,000 for said project costs; and  
NOW, THEREFORE BE IT RESOLVED, that William A. Gerber, First Selectman, be and hereby is, authorized to accept and sign any agreements between the Town of Fairfield and the State of Connecticut related to and any additional Urban Act Grant funding associated with the Rooster River Flood Mitigation Project.
- 18) **RACIAL EQUITY AND JUSTICE TASK FORCE**  
To hear, consider, and accept into the public record the Racial Equity and Justice Task Force Blueprint for the Town of Fairfield
- 19) **BOARD OF SELECTMAN**  
To hear, consider, and act upon a resolution declaring racism as a public health crisis:  
WHEREAS, a goal for Fairfield is to achieve health equity, eliminate disparities, and improve health for all people; and  
WHEREAS, racial health inequities are not due to genetic or biological differences between races, but due to entrenched racism in American society; and  
WHEREAS, a growing body of literature shows that social determinants of health - the conditions in which an individual lives, learns, works, and plays - are key drivers of health inequities; and  
WHEREAS, disparities among social determinants of health negatively impact minorities due to barriers in housing, employment, health, economic, educational, and other opportunities; and  
WHEREAS these disparities contribute to poor physical and mental health of racial and ethnic minorities; and  
WHEREAS, in order to be effective in instituting change, we must start within our local communities by addressing racism, a root cause, that contributes to disparities among social determinants of health and health inequity.  
NOW, THEREFORE, BE IT RESOLVED, the Board of Selectmen of the Town of Fairfield affirms that racism is a public health crisis that results in physical and mental health disparities. Based upon this affirmation, Fairfield will actively participate in dismantling racism by

implementing evidence-based policies and programming that address racial health inequities; declaring racism and its public health manifestations to be a public health crisis; engaging actively with historically marginalized communities in problem identification and policy creation; and building and strengthening partnerships with other organizations that are confronting racism and encouraging other local, state, regional, and national entities to recognize racism as a public health crisis.

20) REFUNDS - TAX COLLECTOR

To consider and act upon tax refunds as recommended by the Tax Collector in the amount of \$30,951.29

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

22) TOWN ATTORNEY

- a. Executive Session with Town Attorney Philip Pires and Human Resource Director Cathleen Simpson to discuss a personnel matter related to the Office of the Registrars of Voters; possible action after executive session to approve an agreement with Brendan C. Holt, J.D..
- b. Executive Session concerning pending claim/litigation: Harris v. Town of Fairfield, with Town Attorney Philip Pires and Attorney Ryan McKone; possible action to approve settlement after Executive Session.

23) Adjourn