

## FAIRFIELD ARTS COMMISSION

### OVERVIEW OF ACTIVITY – AUGUST 2023 TO PRESENT

Monthly meetings of 9 commissioners. Six meetings thru January 2024.

Elected officers: Chair, Vice Chair and Secretary.

Established commission's goal of ***PROMOTING THE ARTS IN FAIRFIELD***. The FAC will create awareness in support of all arts related businesses, individuals, special events, activities and programs within the town of Fairfield.

Developed LOGO: A bold, joyful and celebratory logo and messaging mirroring the commission's excitement over this project.

Social Media Plans: A frequent and powerful social media campaign using the visual and copy assets to generate awareness of all facets of Fairfield's cultural landscape.

Created Cultural Asset Inventory - Comprehensive list by location of all arts related organizations, venues and businesses within the town's borders.

Applied for Cultural District designation – Submitted required letter of intent to the Cultural Alliance of Fairfield County

Developing plans for a community event to feature an overview of the committee's work, vision and to hear public comment.



# Boards and Commissions Interest Form

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Submitted by: James Accomando  
Submitted On: 2024-02-08 14:56:39

## Attachments

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- Resume, Jim Accomando.docx - 2024-02-08 02:56:40 pm

## Boards and Commissions Interest Form

To be considered for appointment to a Town board or commission, please complete the following questionnaire. Questions with a red asterisk require a response. [Click here for information on the appointment consideration process.](#)

\* First Name

James

\* Last Name

Accomando

\* Email Address

[acificon@aol.com](mailto:acificon@aol.com)

\* Street Address

220 Jeniford Rd

\* Zip Code

☒ 06824

☐ 06825

☐ 06890

Home Phone 203-367-5044

Cell Phone 203-526-4232

Work Phone

## Voter Registration Information

\* Participation requires that you are a registered voter in the Town of Fairfield. Are you registered to vote in Fairfield?

☒ Yes

☐ No, but plan on registering

Per the Town Charter, party balance must be maintained on most boards and commissions. What is your party affiliation?

☐ Democratic Party

- ☐ Green Party
- ☐ Independent Party
- ☐ Other Party
- ☐ Republican Party
- ☒ Unaffiliated (No party affiliation)

\* Which Board or Commission are you interested in?

Historic District Commission

\* Have you read the written description of the board's role that is available on the Town website?

- ☒ Yes
- ☐ No

\* Tell Us how you learned about this board/open position - press release, another board member, newspaper, etc. website

\* Please indicate who, if anyone you have spoken to regarding the work and time commitment of this board. Check all that apply.

- ☐ Board Chair
- ☐ Department Head
- ☒ First Selectman
- ☐ Other Board Members
- ☐ Other Person(s)
- ☐ None of the Above

Why are you interested in serving on this Board and what can you contribute?

I intentionally moved to Fairfield CT from Southern California in 1988 due to its proximity to NYC and its historical significance in our American history. I have a deep love and appreciation of history and the preservation of things and places of historical significance. I belong to the First Church Congregational, I'm one of the leaders of one of the oldest Boy Scout units (100 years) in Fairfield, I'm a member of the History Museum and its finance/endowment committee, I'm a member of the Sasquanaug Association, etc, to name a few reasons of interest.

\* Resume/Bio

The Resume/Bio field is required

Please upload a copy of your resume or a brief biography.

Additional Information

I'm married to Wendy a Fairfield school teacher. We have two children born and raised in Fairfield who attended the public school system and were actively involved in the community. Our son lives in Washington DC and our daughter goes to school in Boston. I have a MBA and ran an international financial consulting firm for 40 years and have since retired. I've been a servant leader volunteer my entire adult life coaching youth sports, engaged in leadership roles of my church and History Museum, 24 years in PTA as President of the State of CT and National President in Washington DC. I've been engaged in Scouting also 24 years in leadership positions currently President of CT Yankee Council and member of the DEI standing committee at Scouts BSA in Dallas, to name a few of my civic endeavors.

**James L. Accomando**  
220 Jeniford Road, Fairfield, CT 06824  
203-526-4232 • [acificon@aol.com](mailto:acificon@aol.com)

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## EXECUTIVE SUMMARY

- Eager to explore new opportunities utilizing my vast skill set and work experience
- Advisor, mentor, coach, instructor. Critical thinker, solutions based, problem solver.
- High energy, motivated, self-starter.

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## EXPERIENCE

### Retired

July 1, 2019

#### National Parent Teacher Association, Alexandria, VA

2000-2019

*President, Chairman Board of Directors (2017-2019)*

- Oversight and management of the largest non-profit child advocacy association supporting millions of families, teachers, administrators, business & community leaders devoted to the educational success of children & the promotion of family engagement in schools. Testified and advocated for educational equity initiatives before Congress, Department of Education, Teachers Unions & other affiliated stakeholder groups.
- Additional leadership positions include, President Elect, Board Member Representative, President of Connecticut, President of Fairfield District Council, President of Ludlowe High School.

#### Accomando Consulting, Inc. (ACI), Fairfield, CT

1994-2019

*President, Founder*

- A global management and marketing information consulting firm with a customized approach to satisfying the unique needs of Fortune 500 clients. ACI also advised to Entrepreneurs and Incubators raising capital, starting business & developing innovative consumer initiatives.
- ACI specialized in Business & New Product Plan Development, Co-Brand Partnerships/Strategic Alliances, International Markets Assessments, Market Research, Market Sizing & Competitive Analysis, Operations & Organizational Assessments, Portfolio Evaluation & Sales, Profitability/Proforma Modeling Analysis, Strategic Planning, Training, Workshops & Seminar Development Initiatives.
- In its more than 25 years in business, ACI launched hundreds of new or enhanced loyalty marketing programs within the payment systems industry. These loyalty programs resulted in maximizing purchasing power of existing customers, acquisition of new clientele, & increased market share while enhancing revenue.

#### GE Capital Corporation, Stamford, CT

1992-1994

*Vice President, Partnership Market & Business Development*

- Developed & Launched the "GE Rewards" credit card loyalty program, the largest initiative of the GE Capital Consumer Card Company Bank, incorporating 27 Fortune 100 retail partnerships.
- Managed all agent bank, affinity/co-brand and Association relationships. Launched industry first ever instant credit bankcard point-of-sale approval program for acquiring and activating new credit card customers. Developed systems architecture utilizing partner databases to isolate shopping behavior targeting enhanced sales.
- Member GE Capital Innovation Council incorporating 23 GE businesses.

- MasterCard International, New York, NY** 1988-1992  
*Vice President, Member Acquirer Relations, Maestro USA (1991-1992)*
- Spearheaded new product launch of Maestro, Mastercard's on-line debit initiative. Managed on-line point-of-sale & marketing within Northeast US. Member, Merchant Bank Advisory Group.
- Vice President, Member Relations/Business Development (1988-1991)*
- Managed sales & business development of all MasterCard products & services within the northeast territory improving brand recognition, positioning, product/program penetration offsetting historic market share decline targeting Visa strongholds.
- H.F. Ahmanson, (Home Savings of America (HSA)), Irwindale, CA.** 1987-1988  
*Assistant Vice President/Senior Product Manager*
- Nation's largest Thrift, responsible for all aspects of product development & management for retail savings, consumer lending and credit cards. Managed P&L, affiliated marketing, sales & promotions, agency relations and employee training programs. Member, HSA Pricing Committee.
- Glendale Federal Savings Bank, Glendale, CA.** 1982-1987  
*Assistant Vice President, Mortgage & Consumer Lending (1985-1987)*
- Managed all product development for Consumer Lending Group.
- Marketing Sales Coordinator (1984-1985)*
- Established regional training centers for retail branch & loan center personnel.
- Operations Analyst, (1983-1984) Special assignment to Peat, Marwick & Mitchell*
- Conducted loan service productivity workout resulting in \$5.7 MM savings.
- Operations Officer, (1982-1983)*
- Leadership & management development training program.
- NuCorp Energy, Incorporated, San Diego, CA** 1981-1982  
*Assistant Financial Analyst/Property Administrator*
- Domestic real estate & oil & gas holdings.

## EDUCATION

- 
- National University, San Diego, CA** 1983  
M.B.A. Finance & Marketing
- University of California, Santa Barbara, Santa Barbara, CA** 1980  
Bachelor of Arts, Ergonomics  
Teaching Certificate K-12  
Coaching Credential K-12

## Fair Rent Commission

Three Years, Staggered Terms Initially with one member serving for one year, two for two years and two for three years.

Five members with Two Alternates. Requires BOS and RTM approval.

Defined in [Chapter 87](#) of the Town Code.

Seat	Name	Party	Term Start	Term End
1	Ahmed Ebrahim	U	11/23	11/25
2	Douglas A. Jones	D	11/23	11/26
3	Thomas Lambert	D	11/23	11/26
4	VACANT		11/23	11/24
5	VACANT		11/23	11/25
Alternates				
1	VACANT		11/23	11/26
2	VACANT		11/23	11/26

Full		Alternate	
Party	Count	Party	Count
Democrats	2	Democrats	0
Unaffiliated	1	Unaffiliated	0
Republicans	0	Republicans	0
Vacancies	2	Vacancies	2
Total Full	5	Total ALT	2

1- Ahmed Ebrahim – U- was appointed by the BOS on 01-31-24 and the RTM on 02-26-24.

2- Douglas A. Jones – D- was appointed by the BOS on 01-31-24 and the RTM on 02-26-24.

3- Thomas Lambert – D - was appointed by the BOS on 01-31-24 and the RTM on 02-26-24.

### Function:

The purpose of the Fairfield Fair Rent Commission is to control and eliminate excessive rental charges on residential properties within the Town of Fairfield.

The Fair Rent Commission has the power to: (1) to conduct studies and investigations, (2) hold hearings, (3) receive rent complaints (except on units rented on a seasonal basis), (4) require people to appear at hearings under oath, (5) issue subpoenas, and (6) issue orders regarding rent increases. “Seasonal basis” means housing rented for not more than 120 days a calendar year. The Fair Rent Commission is also authorized to enforce provisions of the landlord tenant statute (§ 47a-20) regarding prohibited retaliatory actions by landlords. This section prohibits retaliation for a tenant making a good faith (1) effort to bring the dwelling in compliance with state and local laws and regulations, including filing a complaint; (2) request for reasonable repairs; and (3) effort to require the landlord to meet his legal responsibilities.

In making a determination as to whether a rental charge is excessive to the point of being “harsh and unconscionable” The Commission may consider factors such as: (1) rents for comparable units; (2) the amount and frequency of rent increases; (3) sanitary conditions; (4) number of bathtubs or showers, toilets, and sinks; (5) services, furniture, and furnishings; (6) bedroom size and number; (7) repairs necessary to make the accommodations livable; (8) amount of taxes and overhead expenses, including debt service; (9) compliance with state and local health and safety laws and regulations; (10) renter's income and housing availability; (11) utility availability; (12) tenant damage to the premises, other than ordinary wear; and (13) the degree to which income from the rent increase will be reinvested in property improvements.

*03/13/24*

# Boards and Commissions Interest Form

Print

**Submitted by:** Eileen Francis

**Submitted On:** 2023-11-20 07:43:29

**Submission IP:** (24.146.185.187)

proxy-IP (raw-IP)

**Status:** Open

**Priority:** Normal

**Assigned To:** Jennifer Carpenter

**Due Date:** Open

## Attachments

- [EileenFrancisResume.docx](#) - 2023-11-20 07:43:30 am

# Boards and Commissions Interest Form

To be considered for appointment to a Town board or commission, please complete the following questionnaire. Questions with a red asterisk require a response. Click here for information on the appointment consideration process.

\* First Name

Eileen

\* Last Name

Francis

\* Email Address

eileengfrancis@yahoo.com

\* Street Address

665 Commerce Dr Apt 410

\* Zip Code

☐ 06824 ☒ 06825 ☐ 06890

Home Phone

Ex. (123) 456-7890

Cell Phone

2036100023

Work Phone

Ex. (123) 456-7890

## Voter Registration Information

\* Participation requires that you are a registered voter in the Town of Fairfield. Are you registered to vote in Fairfield?

☒ Yes ☐ No, but plan on registering

Per the Town Charter, party balance must be maintained on most boards and commissions. What is your party affiliation?

- ☒ Democratic Party  
☐ Green Party  
☐ Independent Party  
☐ Other Party  
☐ Republican Party  
☐ Unaffiliated (No party affiliation)



**\* Which Board or Commission are you interested in?**

Affordable Housing Committee

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**\* Have you read the written description of the board's role that is available on the Town website?**

☒ Yes ☐ No

**\* Tell Us how you learned about this board/open position - press release, another board member, newspaper, etc.**

The firstselctwomans weekly newsletter

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**\* Please indicate who, if anyone you have spoken to regarding the work and time commitment of this board. Check all that apply.**

- ☐ Board Chair  
☐ Department Head  
☒ First Selectwoman  
☐ Other Board Members  
☐ Other Person(s)

**Why are you interested in serving on this Board and what can you contribute?**

I live at Trademark, an apartment building in town, and became interested in the Affordable Housing Committee due to the recent rent raises on varying levels across my peers and the community. Living at Trademark gives me unique prescriptive to bring the opinions of a variety of people to the board.

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**\* Resume/Bio**

No file chosen

The Resume/Bio field is required

Please upload a copy of your resume or a brief biography.

**Additional Information**

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Use this space to provide any additional information you'd like to share.

*Please note that all information entered here will be used as backup documentation during the appointment consideration process and is considered public information under the Freedom of Information Act (FOIA).*

# EILEEN FRANCIS

**P** 203-814-9407

**E** eileengfrancis@yahoo.com

**A** 665 Commerce Drive  
Apt 410, Fairfield CT,  
06825

## EXPERIENCE

### President of Senior Advisory Board (Sparta, NJ)

- Advocated for seniors
- Coordinated with other Boards to accomplish objectives

### Senior Discount Creator (Sparta, NJ)

- Created a Senior discount to help my peers and foster a sense of community

### Railroad Employee (Penn Station)

- Spent 45 years in various positions including accounting and ticketing

## VOLUNTEER WORK

Eucharist minister

Volunteer at Senior Center

Sparta Parks and Rec

## COMMUNITY

Active member of Barlow Senior Center

Member of the Gaelic American Club

Card player in various communities both Senior and Adult

## KEY SKILLS

- NETWORKING
- PERSERVERANCE
- SOCIAL
- FRIENDLY
- HARD-WORKING

## AWARDS

- SPARTA SENIOR OF THE YEAR
- SUSSEX COUNTY SENIOR OF THE YEAR

# Town of Fairfield

Office of the First Selectwoman  
725 Old Post Road  
Fairfield, CT 06824

## 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 Selectwoman's Office at [jcarpenter@fairfieldct.org](mailto:jcarpenter@fairfieldct.org). Please note that your resume and completed questionnaire are public documents. If you have any questions, please contact Jennifer Carpenter in the First Selectwoman's Office at 203-256-3095 or [jcarpenter@fairfieldct.org](mailto:jcarpenter@fairfieldct.org).

Board/Commission: FAIR RENT COMMISSION  
Date: 9.30.23

Name: Karl Uzcategui  
Address: 122 Tunxis Hill Cut Off

email: [kuzcategui@outlook.com](mailto:kuzcategui@outlook.com)  
home phone:  
work phone:  
cell phone:

Party Affiliation: Democratic

1. How did you learn about this position?

Town Newsletter

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

My interest in this Board is rooted in my past, having grown up in the Town of Fairfield (and now being a home owner) where a reasonable rent fee was paid, which is unattainable for many in today's current inflation rates. Furthermore, my background in diversity, belonging, and access has endowed me with the proficiency required to analyze rental markets, assess housing policies, and advocate for equitable housing practices.

3. Have you attended any meetings or reviewed past minutes/agendas? If yes, please specify.

No - this is a new commission. I have attended a couple RTM meetings in the past

4. Have you spoken with the chair, any members, or the appropriate Department Head?

No - but I would be open to connecting with anyone

5. Have you read the written description of the board's role?

Yes, I am dedicated to the mission of the Fair Rent Commission and am enthusiastic about the opportunity to contribute towards the betterment of our community.

6. Do you have any potential conflict of interest?

My role at Fairfield University primarily focuses on engaging with students, particularly diverse populations and commuters rather than our beach residents. This vantage point offers me a distinctive viewpoint, which I perceive as an advantage in fostering constructive relations between the university community and the town's renters. I am committed to handling any potential conflicts with transparency and impartiality, prioritizing the best outcomes for all involved and can excuse myself for such votes dealing with student renters if this is a concern.

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?

My understanding is there isn't a time yet - but I will certainly adjust to meet evening meeting needs.

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?

I registered a couple weeks ago online and am just waiting for the confirmation.

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

I am dedicated to conscientiously carrying out the duties of this position, which encompasses research activities, cooperation with fellow commissioners, and interaction with community members to gain insight into their concerns and viewpoints.

# Karl Uzcategui

Fairfield, Connecticut, United States

kuzcategui@outlook.com

2034140241

[linkedin.com/in/karluzcategui](https://www.linkedin.com/in/karluzcategui)

## Summary

Gallup Strengths: Intellection | Individualization | Relator | Deliberative | Restorative

Global leadership and cross-cultural experiences have been instrumental in shaping my professional journey. Throughout my career, I have consistently sought opportunities to collaborate with individuals from different backgrounds, enabling me to develop effective strategies that resonate with the audience in front of me. I thrive in innovative environments, adapting to new challenges and finding creative solutions. With a deep commitment to promoting understanding and collaboration across borders, I am driven to make a meaningful impact in today's interconnected world.

Certified Appreciative Advisor, Peer Education Trainer & Adult Mental Health First Aider

## Experience



### **Associate Director, Office of Student Diversity & Multicultural Affairs**

Fairfield University

Feb 2023 - Present (9 months)

Cultivate a social justice competency-centered environment through peer education and mentoring

Lead and assess community programs aimed at promoting inclusive excellence and multicultural education

Assist in executing and evaluating initiatives focused on student success and retention

Extend support, outreach and resources to advance LGBTQ+ identity development

Conduct diversity training sessions aimed at developing a sense of belonging



### **Community Associate, First Year Experience Instructor**

Fairfield University

Aug 2019 - Present (4 years 3 months)

Co-facilitate FYE seminars focused on Digital Integration, Transfer and Commuter Populations

Meet weekly with New Student Leaders to organize lesson plans and classroom activities

Deepen new students' knowledge about campus resources, engagement, and leadership opportunities

Connect with each student individually outside of the seminar at least once a semester

Refer students to appropriate partners and share concerns with the First-Year Retention Subcommittee

Work with a cohort of instructors to provide suggestions and tools to enhance the FYE Program



## **Student Success Coach**

Fairfield University

Jan 2021 - Apr 2023 (2 years 4 months)

Established & managed the online student success coaching, mentoring & engagement model

Conducted research on best practices in adult learning, mentoring, and coaching

Monitored projections, drop rate, and retention for 12 master's level programs and 1 doctoral program

Provided individualized coaching for students to assist in their transition to online learning

Served as a department representative for graduate student engagement and orientation

Coordinated support services, activities, and outreach to all online & hybrid graduate students



## **Veterans' School Certifying Official (SCO)**

Fairfield University

Oct 2021 - Sep 2022 (1 year)

Monitored the enrollment status of those receiving education benefits and submit student certifications

Communicated with the Department of Veterans Affairs, Department of Defense and Deloitte-Military

Reviewed academic program offerings and submit for approval for chapter benefit eligibility

Assisted students with applying for department of defense, yellow ribbon, and housing allowance funding

Identified applicable resources for student success that fosters academic excellence

Investigated payment and billing inquiries for the university Financial Aid and Bursar's Office



## **Area Coordinator**

Fairfield University

Aug 2019 - Jan 2021 (1 year 6 months)

Supervised a team of 8 resident assistants for a complex of 650+ Sophomores, Juniors and Seniors

Managed daily housing operations and administrative aspects including a \$15,000 programming budget

Actively supported the area Residence Hall Association for over 1,000 students

Served on the emergency response duty rotation for over 3100 students and during major campus events

Assisted in the recruitment and selection process for our ResCollege, Build-A-House, and RA Programs

Advised our campus Build-A-House Program, St. Baldrick's Organization and Latinx Student Union



### **Development Specialist (Community Director)**

March of Dimes

Dec 2016 - Jul 2017 (8 months)

Organized volunteer committees to help manage the execution of all special events

Designated staff member for systems management and report generation

Identified and analyzed local partnerships to cultivate maternal health programs and activities

Developed relationships with constituents and worked with volunteer leaders to expand our network

Created regional recruitment efforts for selecting, training, and engaging interns/volunteer

## **Education**



### **Fairfield University**

Doctor of Education - EdD, Educational Leadership in Higher Education Administration

Sep 2022 - Aug 2025



### **Johnson & Wales University**

Master's degree, Human Resource Management

All Star Leadership Award in Residence Life



### **Johnson & Wales University**

Bachelor's Degree, International Business with a Concentration in Political Science

Society of Distinguished Collegians



# Boards and Commissions Interest Form

Print

Submitted by: james caissy

Submitted On: 2024-02-09 13:32:41

Submission IP: (96.56.50.130)

proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Christine Brown

Due Date: Open

## Attachments

- [JAMES R CAISSY Resume.pdf](#) - 2024-02-09 01:32:43 pm

## Boards and Commissions Interest Form

To be considered for appointment to a Town board or commission, please complete the following questionnaire. Questions with a red asterisk require a response. Click [here](#) for information on the appointment consideration process.

\* First Name

james

\* Last Name

caissy

\* Email Address

jcaissy@stratforddevelopment.com

\* Street Address

1903 Burr Street

\* Zip Code

☒ 06824 ☐ 06825 ☐ 06890

Home Phone

2032555571

Cell Phone

Ex. (123) 456-7890

Work Phone

2033752322 x304

## Voter Registration Information

\* Participation requires that you are a registered voter in the Town of Fairfield. Are you registered to vote in Fairfield?

☒ Yes ☐ No, but plan on registering

Per the Town Charter, party balance must be maintained on most boards and commissions. What is your party affiliation?

- ☐ Democratic Party  
☐ Green Party  
☒ Independent Party  
☐ Other Party  
☐ Republican Party  
☐ Unaffiliated (No party affiliation)



**\* Which Board or Commission are you interested in?**

Fair Rent Commission

**\* Have you read the written description of the board's role that is available on the Town website?**

☒ Yes ☐ No

**\* Tell Us how you learned about this board/open position - press release, another board member, newspaper, etc.**

I heard of the opportunity in emails from our elected officials

**\* Please indicate who, if anyone you have spoken to regarding the work and time commitment of this board. Check all that apply.**

- ☐ Board Chair  
☐ Department Head  
☐ First Selectman  
☐ Other Board Members  
☐ Other Person(s)  
☒ None of the Above

**Why are you interested in serving on this Board and what can you contribute?**

I understand tenant landlord issues very well and the expectation to make our town affordable to more people. The town of Fairfield has been my home since 1987.

**\* Resume/Bio**

No file chosen

The Resume/Bio field is required

Please upload a copy of your resume or a brief biography.

**Additional Information**

Thank you for your consideration. I understand the cost of developing real estate and can audit development costs to aid in determining fair rental pricing.

Use this space to provide any additional information you'd like to share.

*Please note that all information entered here will be used as backup documentation during the appointment consideration process and is considered public information under the Freedom of Information Act (FOIA).*

Stratford Development is a privately owned commercial real estate development company located in the Lordship Boulevard area of Stratford, CT 06615.

**Experience**

**President** 1999–present Stratford Development

Responsible for the design, permitting, construction, financing, leasing and management of more than of 500,000 square feet of commercial buildings that attracted BE Aerospace, Carrier Corporation, Federal Express, Staples, Quest Diagnostics and Teavana a wholly owned subsidiary of Starbucks to the development.

**V President** 1994–1999 Stratford Development

My responsibilities included managing the commercial properties, securing approvals for development, negotiating leases, budgeting and financing for all existing and new developments. Accomplishments include:

- Developed a successful tenant retention management plan.
- Reduced over \$20 million of debt to \$12 million by restructuring all outstanding loans with Aetna and Mass Mutual.
- Appointed to the Stratford Economic Development Task Force to research and recommend ways to improve the local community by promoting the right kind of economic development for Stratford.
- Secured permits from the CT Department of Environmental Protection and US Corp of Engineers to develop 76 acres of land. The permits allowed 24 acres of wetlands to be filed and required 42 acres of nearby degraded inland wetlands owned by the Stuart B. McKinney National Wildlife Refuge to be restored to tidal wetlands. Worked with local officials to amend the local zoning regulations to adopt a Planned Economic Development.

**Director of Operations** 1987–1993 Stratford Development

- Implemented CAD system to allow fast track design and record keeping.
- Managed more than 50 construction projects and developed profit centers.

**Project Manager** 1986–1987 Zimcor USA New York, NY

- Managed subcontractors installing curtain wall at New York Hospital, Battery Park, 750 Lexington Avenue and other projects in NYC.

**Education**

1978–1983 University of Vermont Burlington, VT

- B.S., Mechanical Engineering

**JAMES R. CAISSY    1903 BURR STREET    FAIRFIELD CT 06824**  
**WORK PHONE # 203 375 2322 X304**

**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 #329)  
**Date:** Friday, September 29, 2023 4:12:13 PM

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## Boards and Commissions Interest Form

Record #329 submitted from IP address 68.199.120.7 on 9/29/2023 4:12 PM

[View form](#)

<b>ID</b>	329
<b>First Name</b>	Maureen
<b>Last Name</b>	Greenberg
<b>Street Address</b>	22 Barlow Place
<b>Zip Code</b>	06824
<b>Email Address</b>	mo@house-ct.com
<b>Cell Phone</b>	203-667-7416
<b>Home Phone</b>	
<b>Work Phone</b>	
<b>Voter Registration Status</b>	Yes
<b>Political Party Affiliation</b>	Unaffiliated (No party affiliation)
<b>Board or Commission</b>	Affordable Housing Committee
<b>Read the Boards Role</b>	Yes
<b>How You Learned About the Position</b>	Email
<b>Who You Have Spoken To</b>	
<b>Explanation of Interest and Contribution</b>	Fair Rent Commission for the purpose of controlling and eliminating excessive rental charges for housing accommodations within the Town
<b>Resume or Bio</b>	<a href="#">Maureen Greenberg Resume_2 (4).pdf</a>

<b>Additional Comments</b>	I have been a Real Estate Broker since 1996 and have seen first hand how the high cost of living affects families and communities
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[Manage](#)

# MAUREEN GREENBERG

Fairfield, CT 06824  
203-667-7416 - mogreenberg1@gmail.com

## PROFESSIONAL SUMMARY

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Motivated business professional bringing over 20 years of entrepreneurial experience. Dedicated and personable with extensive experience in managing administrative and sales operations and personnel. Well-versed in training, educating, motivating and supporting staff members.

## SKILLS

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- Sales Expertise
- Customer Relations
- Business Planning
- Client Service
- Business Administration
- Business Development
- Contract Negotiation Expertise
- Coaching and Mentoring

## WORK HISTORY

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- 02/2015 to Current    **Broker/Owner**  
**HOUSE Real Estate LLC** – Fairfield, CT
- Managed day-to-day business operations.
  - Trained and motivated employees to perform daily business functions.
  - Established foundational processes for business operations.
  - Worked with marketing teams to create print and online advertisements to bring in new customers.
  - Assisted in recruiting, hiring and training of team members.
  - Handled customer relations issues, enabling quick resolution, and client satisfaction.
- 01/1996 to 01/2014    **Broker/Owner**  
**Re/Max Elite Realty** – Greenwich, CT
- Managed day-to-day business operations.
  - Consulted with customers to assess needs and propose optimal solutions.
  - Trained and motivated employees to perform daily business functions.
  - Established foundational processes for business operations.
  - Enhanced operational efficiency and productivity by managing budgets, accounts, and costs.

## EDUCATION

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- 05/1991    **Bachelor of Science: Business Administration**  
**Southern Connecticut State University** - New Haven, CT

## Ethics Commission

Seat	Name	Party	Term Start	Term End
1*	Nancy S. Billington	R	07/22	07/24
2**	William A. Diaz, III	D	07/22	07/24
3***	Paul Fattibene	R	07/23	07/25
4****	VACANT	U	07/23	07/25
5*****	VACANT	D	07/23	07/25

Full	
Party	Count
Vacant	2
Democrats	1
Republicans	2
Total Full	5

\*Nancy S. Billington - R - served her first full term (7/20-7/22). She received unanimous BOS approval to serve a second term (07/22-07/24) on 08-01-22 and was approved by the RTM on 10-24-22. Ms. Billington replaced Marguerite H. Toth – R – who served two full terms.

\*\* William A. Diaz, III - D - received unanimous BOS approval to serve his first term (7/22-07/24) on 10-03-22 and was approved by the RTM on 10-24-22. The seat was previously held by Alexander J. Trembicki – D - who served two full terms (07/18-07/20; 07/20-07/22). Mr. Trembicki replaced Christopher J. Brogan – D – who served two full terms.

\*\*\* Paul Fattibene –R - received unanimous BOS approval on June 19, 2023 and RTM approval on June 26, 2023. Mr. Fattibene took the place of Craig B. Van Steenbergen – R – whose term expired July 1, 2023. Mr. Van Steenbergen was approved by the RTM on 12-16-2019 to serve a first partial term (07/19-07/21). Mr. Van Steenbergen was approved to serve a second term (07/21-07/23) by the RTM on 06-28-21. He replaced Janice I. Carpenter – R – who served two full terms.

\*\*\*\* Donald R. Kleber – U – passed away on January 15, 2024 creating a vacancy. He had received unanimous BOS approval on June 19, 2023 and RTM approval on June 26, 2023. Mr. Kleber took the place of Dana Kery – R – whose term expired July 1, 2023. Ms. Kery was approved by the RTM on 01-25-21 to serve a partial first term (07/19-07/21). She was approved to serve a second term (07/21-07/23) by the RTM on 06-28-21. She replaced David G. Bothwell – R – who served two full terms.

\*\*\*\*\* Gilbert C. Donovan resigned on December 20, 2023. He had received unanimous BOS approval on June 19, 2023 and RTM approval on June 26, 2023. He took the place of Brian S. Cantor –D- whose term expired on July 1, 2023. Mr. Cantor was approved by the RTM on 01-25-21 to serve a partial first term (07/19-07/21). He was approved to serve a second term (07/21-07/23) by the RTM on 06-28-21. He replaced Robert B. Bellitto - D -who moved out of town and resigned on 12-28-2020.

### **About the Ethics Commission (Source: [www.fairfieldct.org/ethics](http://www.fairfieldct.org/ethics))**

Term Length:	Two Years (Two Term Limit)
# of Members	Five
Appointing Body:	Requires unanimous BOS approval and RTM approval
Defined In:	Town Charter – Article X

The Ethics Commission shall receive and consider complaints alleging violations of the Standards of Conduct or any ordinance establishing a Code of Ethics for town officials and employees. The commission also issues general opinions and interpretation of the Standards of Conduct or the Code of ethics.

Duties include:

- Receiving complaints alleging violations of the Standards of Conduct or any ordinance establishing a Code of Ethics for town officials
- Upon sworn complaint or upon vote of three members, investigating the actions and conduct of elected and appointed town officials, RTM members, and employees of the town to determine whether there is probable cause that a violation has occurred of the Standards of Conduct or Code of Ethics;
- Rendering an advisory opinion with respect to any specific relevant situation under the Standards of Conduct or Code of Ethics, upon the request of a principal officer of a department, or any member of a Town authority, board, commission, or committee, or any member of the RTM.
- Considering written requests for advisory opinions referred by a department head with respect to any problem submitted to the department head in writing by an employee in the department
- Adopting regulations to assure procedures for the orderly and prompt performance of the Commission's duties;
- Upon a finding of probable cause, initiating hearings to determine whether there has been a violation of the Standards of Conduct or Code of Ethics;
- Upon finding of a violation of the Standards of Conduct or Code of Ethics, at its discretion, recommending appropriate disciplinary

action to the Board of Selectmen or appropriate department heads. .

- Notifying the complaining person and the person against whom the complaint was made that the investigation has been terminated and the results no later than 10 days after the termination of its probable cause investigation.
- At hearings after finding probable cause, affording the person protection of due process as outlined under the “Connecticut Uniform Administrative Procedures Act”.
- Hearings shall be held within 90 days of the initiation of the investigation.

The Ethics Commission may also:

- When necessary, retain in its own counsel, administer oaths and issue subpoenas to compel the attendance of persons at hearings and the production of books, documents, records, and papers.

### **Ethics Commission Town Charter – Article X**

#### **§ 10.15. Ethics Commission.**

##### **A. Members and terms.**

- (1) The Ethics Commission shall consist of five members, appointed by unanimous vote of the Board of Selectmen and confirmed by majority vote of the RTM. No more than three members shall be registered with the same political party.
- (2) Notice of appointment shall be served by the Board of Selectmen upon the Moderator of the RTM and the Town Clerk. A vote for approval or rejection of each person appointed shall be taken at an RTM meeting held more than 10 days after service of the notice on the Town Clerk. Failure to vote within 60 days of the service on the Town Clerk shall be deemed to be approval and confirmation by the RTM. If any appointment is rejected by the RTM, the Board of Selectmen shall within 21 days after the rejection notify the RTM Moderator and Town Clerk of further appointments to replace the rejected appointments. The RTM shall then vote on the new appointments. These too shall be deemed approved and confirmed if not voted upon within 60 days of the notice.
- (3) The terms shall commence on July 1. Terms of members shall be two years and shall be staggered so that no more than three terms expire in one year. No member may serve more than the shorter of two terms or one term plus a partial term created by filling a vacancy for an unexpired term.

##### **B. Powers and duties. The Ethics Commission shall:**

- (1) Receive complaints alleging violations of the Standards of Conduct or any ordinance establishing a Code of Ethics for Town officials and employees;
- (2) Upon sworn complaint or upon the vote of three members, investigate the actions and conduct of elected and appointed Town officials, members of the RTM, and employees of the Town to determine whether there is probable cause that a violation has occurred of the Standards of Conduct or Code of Ethics;
- (3) On its own motion issue general opinions and interpretations of the Standards of Conduct or the Code of Ethics;
- (4) Upon the request of a principal officer of a department, or any member of a Town authority, board, commission, or committee, or any member of the RTM render an advisory opinion with respect to any specific relevant situation under the Standards of Conduct or Code of Ethics;



- (5) Consider written requests for advisory opinions referred by a department head with respect to any problem submitted to the department head in writing by an employee in the department (whose name need not be disclosed to the Ethics Commission) concerning that employee's duties in relationship to the Standards of Conduct or Code of Ethics where the department head elects not to decide the issue within the department;
- (6) Adopt such regulations as it deems advisable to assure procedures for the orderly and prompt performance of the Commission's duties;
- (7) Upon a finding of probable cause initiate hearings to determine whether there has been a violation of the Standards of Conduct or Code of Ethics;
- (8) Have the power to retain its own counsel, administer oaths, issue subpoenas and subpoenas duces tecum (enforceable upon application to the Superior Court) to compel the attendance of persons at hearings and the production of books, documents, records, and papers; and
- (9) Upon finding of a violation of the Standards of Conduct or Code of Ethics, at its discretion, recommend appropriate disciplinary action to the Board of Selectmen or appropriate department heads.

#### C. Procedure.

##### (1) On complaints.

- (a) In any investigation to determine probable cause the Ethics Commission shall honor all requests for confidentiality, consistent with the requirements of State law. Unless a finding of probable cause is made or the individual against whom a complaint is filed requests it, complaints alleging a violation of the Standards of Conduct or Code of Ethics shall not be disclosed by the Ethics Commission.
- (b) Any person accused of a violation shall have the right to appear and be heard by the Ethics Commission and to offer any information which may tend to show there is no probable cause to believe the person has violated any provision of the Standards of Conduct or the Code of Ethics.
- (c) The Ethics Commission shall, not later than 10 days after the termination of its probable cause investigation, notify the complaining person and the person against whom the complaint was made that the investigation has been terminated and the results.
- (d) At hearings after a finding of probable cause, the Ethics Commission shall afford the person accused the protection of due process consistent with that established for state agencies under the "Connecticut Uniform Administrative Procedures Act," including but not limited to the right to be represented by counsel, the right to call and examine witnesses, the right to the production of evidence by subpoena, the right to introduce exhibits, and the right to cross-examine opposing witnesses.
- (e) In the absence of extraordinary circumstances, the hearing shall be held within 90 days of the initiation of the investigation. The Ethics Commission shall, not later than 30 days after the close of the hearing, publish its findings together with a memorandum of its reasons. Any recommendation for disciplinary action shall be contained in the findings.
- (f) An individual directly involved or directly affected by the action taken as a result of the Ethics Commission's findings or recommendation may seek judicial review of such action and of the Ethics Commission's findings or recommendation unless the action taken was a referral of the matter to proper authorities for criminal prosecution.

(2) On requests for advisory opinions. Within 45 days from the receipt of a request for an advisory opinion, the Ethics Commission shall either render the opinion or advise as to when the opinion shall be rendered.

D. Quorum. A quorum for the Ethics Commission shall be not less than four members in attendance. All members who attended all hearings on the matter, and all members who certify that they have read or heard the entire transcript of the hearing they did not attend, shall be eligible to vote on the proposed Ethics Commission action. The Ethics Commission shall find no person in violation of any provision of the Standards of Conduct or Code of Ethics except upon the concurring vote of three-fourths of those members voting.

*Updated June 15, 2021*

*Updated September 2, 2022*

*Updated October 10, 2022*

*Updated June, 12, 2023*

*Updated March 13, 2024*

# Boards and Commissions Interest Form



Submitted by: Lisa Callahan

Submitted On: 2024-02-01 17:07:52

Submission IP: (98.7.68.121)

proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Christine Brown

Due Date: Open

## Attachments

- [Untitled 2 pages](#) • 2024-02-01 05:07:52 pm

## Boards and Commissions Interest Form

To be considered for appointment to a Town board or commission, please complete the following questionnaire. Questions with a red asterisk require a response. [Click here](#) for information on the appointment consideration process.

\* First Name

Lisa

\* Last Name

Callahan

\* Email Address

beachmom4.callahan@gmail.com

\* Street Address

290 Beach Road

\* Zip Code

☒ 06824 ☐ 06825 ☐ 06890

Home Phone

Ex. (123) 456-7890

Cell Phone

(203) 258-3645

Work Phone

Ex. (123) 456-7890

## Voter Registration Information

\* Participation requires that you are a registered voter in the Town of Fairfield. Are you registered to vote in Fairfield?

☒ Yes ☐ No, but plan on registering

Per the Town Charter, party balance must be maintained on most boards and commissions. What is your party affiliation?

- ☒ Democratic Party  
☐ Green Party  
☐ Independent Party  
☐ Other Party  
☐ Republican Party  
☐ Unaffiliated (No party affiliation)

\* Which Board or Commission are you interested in?

Ethics Commission

\* Have you read the written description of the board's role that is available on the Town website?

☒ Yes ☐ No

\* Tell Us how you learned about this board/open position - press release, another board member, newspaper, etc.

From Jen Carpenter in my capacity as a member of the Burr Gardens Advisory Committee

\* Please indicate who, if anyone you have spoken to regarding the work and time commitment of this board. Check all that apply.

- ☐ Board Chair
- ☐ Department Head
- ☐ First Selectman
- ☐ Other Board Members
- ☐ Other Person(s)
- ☒ None of the Above

Why are you interested in serving on this Board and what can you contribute?

I have studied ethics in an academic setting (Yale Divinity School) and have also dealt with a myriad of ethical issues from minor infractions to full-blown prosecutable offenses through my various board positions. These are all confidential situations so I am not at liberty to discuss them, but think it is important to note that I have had significant experience in investigating, understanding and ultimately "ruling" on behavioral conduct issues. In one instance, it lead to a complete overhaul of administration and a change-up of longstanding personnel. Situations such as these are not pleasant, but for any organization to thrive, codes of conduct must be upheld and ALL employees should be accountable to the same principles. I believe that both my academic understanding of ethics, and my hands on experience in dealing with behavioral conduct issues will help the ethics commission in its mission to enforce and uphold ethical behavior.

\* Resume/Bio

No file chosen

The Resume/Bio field is required

Please upload a copy of your resume or a brief biography.

**Additional Information**

Use this space to provide any additional information you'd like to share.

*Please note that all information entered here will be used as backup documentation during the appointment consideration process and is considered public information under the Freedom of Information Act (FOIA).*

**Lisa Winton Callahan**  
**290 Beach Road**  
**Fairfield, CT 06824**  
[beachmom4.callahan@gmail.com](mailto:beachmom4.callahan@gmail.com)  
(203) 258-3645

**Callahan Advisors, LLC -Chairman\_2020 - Current**

Senior advisor to companies and organizations on strategy, organizational behavior and ethical considerations.

**Current Board Positions**

Bridgeport Hospital Patient/Family Advisory Committee - Co-Chair  
Bridgeport Hospital Friends of Pediatrics, Bridgeport, CT (Sustainer)  
Bridgeport Ladies Charitable Society, Bridgeport, CT (Manager)

**Past Board Positions**

Fairfield Museum and History Center – Fairfield, CT  
New Beginnings Family Academy, Bridgeport, CT (a public K-8 Charter School)  
Nantucket Cottage Hospital, Nantucket, MA - Advisory Council  
Greens Farms Academy, Greens Farms, CT  
St. Paul's Church, Fairfield, CT – Vestry Member  
Child Guidance of Greater Bridgeport, Bridgeport, CT  
St. Paul's Nursery School, Fairfield, CT  
Burr Gardens Advisory Council, Town of Fairfield  
Salisbury School, Salisbury, CT - Vice Chair

**Prior Work Experience**

1985 – 1990 – Smith Richardson Foundation, Westport, CT  
Program Officer responsible for reviewing grant proposals and making funding recommendations. Foundation's mission was to fund research projects that benefitted "children and families at risk of damage from persistent poverty".

1981- 1985 – Peoples Bank, Bridgeport, CT (now Peoples United)  
Market Researcher

1980 - 1981 – Echo Scarfs, New York, NY  
Custom Design Marketing

1979 -1980 – United Artists Corporation, New York, NY  
Paralegal

1977-1979 – Sullivan and Cromwell, New York, New York  
Litigation Assistant

**Education**

**BA**, Smith College, Northampton MA 1977

University of Bath, Bath, England 1976

**MAR** - Yale Divinity School, New Haven, CT. 2020

Concentration in ethics

**Personal**

Married with 4 grown sons. Interests include philanthropy, travel and fitness.

## HVAC Indoor Air Quality Building Committee

Members: 3 members: appointed by the BOS with RTM approval for a term of May 2023 to completion.

Seat	Name	Position	Party	Term Start	Term End	Party	Count
1	VACANT			May 2023	To Completion	Democrats	2
2	Jeffrey A. Galdenzi	Secretary	D	May 2023	To Completion	Unaffiliated	0
3	Rodney J. Van Deusen, Jr. (D)	Vice-Chair	D	May 2023	To Completion	Republicans	0
	Sal Morabito	Central Office Rep.				Vacancy	1
	Jason Li	BOE Rep.				Total Full	3

1- David M. Becker – R- resigned on March 8, 2024. He was appointed by the BOS on 05-01-23 and the RTM on 05-22-23.

2- Jeffrey A. Galdenzi – D- was appointed by the BOS on 12-18-23 and approved by the RTM on 01/29/24. He took the place of Jason Li – R. Mr. Li was appointed by the BOS on 05-01-23 and the RTM on 05-22-23. He resigned on 12/01/23 due to being elected on 11/07/23 to the BOE.

3- Rodney J. Van Deusen, Jr. – D - was appointed by the BOS on 05-01-23 and the RTM on 05-22-23.

### Function:

As required by the State of Connecticut HVAC Indoor Air Quality Grants for Public Schools (Public Act 22-118), the Town of Fairfield's Board of Selectmen is establishing the HVAC Indoor Air Quality Building Committee for Phase I of the school air conditioning projects to include North Stratfield Elementary School, Osborn Hill Elementary School and Fairfield Woods Middle School.

In order to facilitate school A/C construction projects, the HVAC Indoor Air Quality Building Committee is created and

charged with implementing all A/C construction projects that have received HVAC Indoor Air Quality Grants and/or OSCGR Construction Grants as assigned to them by the Board of Selectmen.

The Committee is charged with the preparation of schematic drawings and outline specifications and is authorized to file for grant applications with the State of Connecticut or any other sources offering reimbursements or grants.

The Committee shall consist of three members. In addition, the Superintendent of Schools shall appoint a designee to serve as an ex-officio member whose primary responsibilities will be to plan projects, coordinate pre-construction and construction activities and to file all necessary paperwork required for State reimbursement or other grants.

*Updated 01/11/24*

*Updated 03/13/24*



# Boards and Commissions Interest Form

Print

Submitted by: Joseph Valle

Submitted On: 2024-01-26 12:04:15

Submission IP: (50.187.113.169)

proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Christine Brown

Due Date: Open

## Attachments

- [Valle Joe Fairfield.pdf](#) - 2024-01-26 12:04:15 pm

# Boards and Commissions Interest Form

To be considered for appointment to a Town board or commission, please complete the following questionnaire. Questions with a red asterisk require a response. Click here for information on the appointment consideration process.

* First Name	* Last Name	* Email Address
Joseph	Valle	valle.joseph@gmail.com
* Street Address		
77 Reynolds Dr.		
* Zip Code		
<input checked="" type="radio"/> 06824 <input type="radio"/> 06825 <input type="radio"/> 06890		
Home Phone	Cell Phone	Work Phone
Ex. (123) 456-7890	8089279701	2037675203

# Voter Registration Information

\* Participation requires that you are a registered voter in the Town of Fairfield. Are you registered to vote in Fairfield?

☒ Yes ☐ No, but plan on registering

Per the Town Charter, party balance must be maintained on most boards and commissions. What is your party affiliation?

☐ Democratic Party  
☐ Green Party  
☐ Independent Party  
☐ Other Party  
☐ Republican Party  
☒ Unaffiliated (No party affiliation)

**\* Which Board or Commission are you interested in?**

HVAC Indoor Air Quality Building Committee, or any board working with HVAC equipment, construction, and designs. Really anywhere I can help.

**\* Have you read the written description of the board's role that is available on the Town website?**

☒ Yes ☐ No

**\* Tell Us how you learned about this board/open position - press release, another board member, newspaper, etc.**

A friend of mine who ran for RTM recommended I join due to my knowledge in HVAC, Indoor Air Quality, and love for Fairfield.

**\* Please indicate who, if anyone you have spoken to regarding the work and time commitment of this board. Check all that apply.**

- ☐ Board Chair  
☐ Department Head  
☐ First Selectman  
☐ Other Board Members  
☒ Other Person(s)  
☐ None of the Above

**Why are you interested in serving on this Board and what can you contribute?**

I love living in the town of Fairfield. My experience is in Construction, Mechanical, Electrical, and Plumbing, and I have seen serious issues on some projects due to minor errors. It is my job, currently, to purchase Mechanical, Electrical, and Plumbing equipment on large projects. I have relationships with almost every manufacturer that would bid on these jobs, and can get down to what is truly important on the job. I start by taking different manufacturers and leveling them so the owner can make their best decision. I also have relationships at many Consulting Engineering firms in and around the Northeast, specifically, NYC, CT, and Boston.

**\* Resume/Bio**

No file chosen

The Resume/Bio field is required

Please upload a copy of your resume or a brief biography.

**Additional Information**

Use this space to provide any additional information you'd like to share.

*Please note that all information entered here will be used as backup documentation during the appointment consideration process and is considered public information under the Freedom of Information Act (FOIA).*

# Joseph Valle

(808) 927-9701

77 Reynolds Dr. Fairfield, CT 06824



## EDUCATION

A.S., Mechanical Engineering  
University of Hawaii at Manoa  
Honolulu, HI- 2013

## EXPERIENCE

With Turner, 1  
Total Industry, 10

## CREDENTIALS

OSHA 10- Hour



Brunswick School



New Canaan Police Department



Bridgeport Hospital

## PROJECT RESPONSIBILITIES

*As a Turner Construction Company SourceBlue Engineer, Joe ensures the best supply chain decisions are made by delivering strategic, reliable value. He engages early with Designers, Consulting Engineers, factories, and Subcontractors to evaluate the project schedule and design requirements. This ensures Owner protection from potential bottlenecks, and cost overruns, from concept to closeout. Joe's expertise includes leveling bids across numerous manufacturers, allowing owners to compare "apples to apples" and evaluate a truly level bottom line.*



## SOURCEBLUE ENGINEER

### BRUNSWICK SCHOOL - PHASE 1 - PETTENGIL RENOVATION

- Dedicated Outdoor Air System Air Handlers
- 200 kw Emergency Generator & ATS
- Switchboard

### BRUNSWICK SCHOOL - PHASE 2 - MAHER AVE.

- Dedicated Outdoor Air System Air Handlers
- 300 kw Emergency Generator & ATS
- Switchboard

### GREENWICH COUNTRY DAY SCHOOL

- Dedicated Outdoor Air System Air Handlers

### NEW CANAAN POLICE DEPARTMENT

- Dedicated Outdoor Air System Air Handlers
- 250 kw Emergency Generator & ATS
- Switchboard

### YALE UNIVERSITY (CONFIDENTIAL ENGINEERING BLDG.)

- Custom Air Handlers
- Exhaust Fans
- Emergency Generator & ATS
- VFD's
- Pumps
- Switchboards
- Panelboards
- Uninterrupted Power System

### YNHH- BRIDGEPORT HOSPITAL CHILLER REPLACEMENT

- Chillers
- Pumps
- VFDs
- Cooling Towers
- Substation
- Switchboard

## PRIOR EXPERIENCE

- Consulting Engineer Account Executive
  - Johnson Controls - New York, NY- June 2020 - March 2023
- Territory Construction Sales Manager
  - Victaulic - New York, NY - January 2018 - June 2020
- Technical Construction Sales Representative
  - Harper Control Solutions - New York, NY - 2016 - 2018

10 YEAR

**A RESOLUTION APPROPRIATING \$130,000 FOR THE COSTS OF A  
NONRECURRING CAPITAL PROJECT AND AUTHORIZING THE ISSUANCE OF  
BONDS TO FINANCE SUCH APPROPRIATION.**

-----

**Resolved:**

1. As recommended by the Board of Finance and the Board of Selectmen, the Town of Fairfield hereby appropriates the sum of One Hundred Thirty Thousand and 00/100 Dollars (\$130,000) to fund all costs associated with the nonrecurring capital project 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 (the "Project").
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 One Hundred Thirty Thousand and 00/100 Dollars (\$130,000) 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 Project.
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 Selectman 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 ten (10) 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 ten (10) 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 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.
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 grant 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 \$130,000 FOR THE COSTS OF CERTAIN NONRECURRING CAPITAL PROJECTS AND AUTHORIZING THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION

Town				
Department	Project	Appropriation and 10 Year Bond Authorization	Expected Grants	Notes
1 FD	Shop Truck Replacement	\$ 130,000		
		<b>\$ 130,000</b>	<b>\$ -</b>	



## **Fairfield Fire Department**

140 Reef Road  
Fairfield, CT 06824-5997

*Administrative Office*

*Office (203) 254-4713  
Office (203) 254-4720  
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**January 5, 2024**

### **14 Point Summary of Funding Request for Replacement of Fire Department Maintenance Vehicle: \$130,000**

#### **1. Background**

The Fairfield Fire Department is requesting replacement of Maintenance 1, a 2012 Chevy 3500 Apparatus Service Truck. Maintenance 1 currently has over 90,000 miles on it and by the time its replacement is delivered and outfitted, it will have been in service for 12 years and will have over 100,000 miles on it. This request is in accordance with the Fairfield Fire Department Apparatus Replacement Program and has been listed in the Town Capital Program.

The Fire Department Apparatus Maintenance Division manages and maintains over \$15,000,000 in emergency response equipment. This includes 30 vehicles and 10 additional support assets. They also maintain nearly \$2,000,000.00 of non-apparatus response equipment. All of this equipment is required to accomplish our primary mission of saving lives and protecting property for the citizens and guests of the Town of Fairfield.

The Apparatus Maintenance Division responds directly to the scene of all large-scale incidents in all types of weather. The Fire Department has 5 Firehouses and a Training Center. The maintenance team has to be able to bring the tools and resources to these locations, and also throughout the Town in cases of breakdowns. The Maintenance Division responds to refuel apparatus while operating at large-scale emergencies, tows trailers and transports heavy, damaged equipment; such as fire hose back to the station for maintenance and repair.

Because this vehicle responds to emergencies and operates on scenes such as highway accidents, it is required to have the same NFPA-compliant warning package as our other response vehicles.





## **2. Purpose and Justification**

- a. Our replacement program has been developed based on our past history, industry best practices, and to support the financial planning needs of the community. Our plan calls for replacement of the maintenance vehicle every 12 years. The current condition of our vehicle and anticipated use supports our plan and this request.
- b. The existing Maintenance 1 is a 2012 Chevy 3500 with 90,000 miles. By time of replacement vehicle arrives, it will have nearly 100,000 miles.
- c. This vehicle is critical to the mission of the Fire Department.
- d. The Fairfield Fire Department has inadequate shop space. While not ideal, being required to work on apparatus at satellite locations other than our shop requires a vehicle to transport tools and parts to the remote locations.
- e. Maintenance 1 is required to respond to breakdowns for such items as flat tires on apparatus while out on the road. Our truck tires weight hundreds of pounds. Maintenance 1 is required to be able to transport these types of heavy items to the scene of a breakdown or an emergency.
- f. Maintenance 1 is used to move many of our larger trailers such as the Life Safety Trailer and Flashover Trailer as well as our Special Operations, CERT and DEMHS trailers and our Variable Message Board Sign.

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

Vehicle, F 350 or Chevy 3500 Cab and Chassis, Diesel	\$65,000
Body	\$50,000
Warning Equipment, Communications and Vehicle Marking	\$15,000
<b>Total Cost of Project</b>	<b>\$130,000</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 our maintenance truck used daily in our core mission and ensure efficient and reliable response to emergency scene and break downs and support of all of our assets that are required to carry out our mission. This new vehicle will come with a long-term warranty which will be more cost-effective than repairing a 12 year old vehicle that has reached its maximum life expectancy.

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

None anticipated.

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

None anticipated.

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

None

### **9.Safety**

The Apparatus Maintenance Division ensures that all of our equipment is maintained in accordance with Department of Transportation and NFPA Standards. Fire Apparatus and response equipment are pushed to their limits in extreme conditions and breakdowns impact our ability to carry out our mission. When equipment breaks down or needs immediate attention, our maintenance team must be able to respond rapidly with the proper resources.

The safety of our personnel operating at emergency scenes is ensured by the Maintenance team which responds and services or fuels equipment which is in operation.

Lastly, the maintenance vehicle is used to lift heavy, damaged equipment such as frozen fire hose so it can be returned to fire stations for thawing. The lift gate on the rear of this vehicle helps the firefighters avoid injury when transporting heavy objects.

### **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 12 years.

### **13.Other Considerations**

N/A

### **14. Approvals**

First Selectwomen, Board of Selectmen, Board of Finance, RTM

**20 YEAR**

**A RESOLUTION APPROPRIATING \$3,260,200 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 Three Million Two Hundred Sixty Thousand Two Hundred and 00/100 Dollars (\$3,260,200) 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 1-7 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 Three Million Two Hundred Sixty Thousand Two Hundred and 00/100 Dollars (\$3,260,200) 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 Selectman 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 \$3,260,200 FOR THE COSTS OF CERTAIN NONRECURRING CAPITAL PROJECTS AND AUTHORIZING THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION

	Department	Project	Appropriation and 20 Year Bond Authorization	Expected Grants	Notes
1	DPW	Barnacle Work Boat - Marina	\$ 350,000		
2	ENG	Oldfield Road Bridge Design	\$ 570,000		
3	ENG	Wakeman Lane/Old Rd. Bridge Construction	\$ 432,600		
4	ENG	KHW Greens Farm Road Bridge	\$ 432,600		
5	ENG	Meadow Brook Road Sound Barrier	\$ 350,000		
6	ENG	McKinley School-Knapps Highway Neighborhood Connectivity	\$ 850,000	\$ 700,000	(A)
7	P&R	HSR Driving Range: Phase 2	\$ 275,000		
			<b>\$ 3,260,200</b>	<b>\$ 700,000</b>	
		(A) 2023 Community Connectivity Grant			

**DPW Workboat Replacement**  
**\$350,000**

1. **Background:** The DPW operates and maintains a 1989 19XX 24'6" workboat that services the Town's two Marinas and 6 miles of beaches. The current workboat is used for maintaining the 3350' of docks, 87 dock piles, and 208 mooring piles at South Benson Marina. It is also used for maintaining the docks at Ye Yacht Yard, Perrys Green and Lower Wharf. The workboat is used to maintain the 6 Navigational aids at the entrance to Ash Creek and South Benson Marina. The workboat also assists in the setting and retrieval of the Swim buoys at the Town's 5 beaches: Jennings, Penfield, South Pine Creek, Sasco, and Southport. The DPW workboat assists the FPD Dive team in the setting and retrieval of the barge moorings for the annual town Firework show. In the winter the workboat is used to break and clear ice in the marina to limit damage to the docks, pilings as well as keep a channel clear for the FPD and FFD safety vessels.
2. **Purpose:** To replace the ageing 24'6" workboat with a new, more reliable work vessel that can reliably perform the duties required of it. Current vessel needs transmission overhaul, hull is extremely rusted, very high engine hours, electrical system is hazardous, cutlass bearing due for replacement, oil cooler due for replacement, the cabin is separating from the deck, and parts are unavailable
3. **Description of Proposal:** This proposed budget will replace existing vessel with the same type and size vehicle.
4. **Reliability of Cost Estimate:** October 2023 estimate from Cooley Marine located in Stratford.
5. **Increased Efficiency and Productivity:** This will allow us to continue to perform the maintenance on our Town Marinas and beachfront in a timely manner by limiting breakdowns of the current vessel.
6. **Additional Long Range Cost:** There will be a long-term fuel savings due to the efficiency of the newer, cleaner burning diesel engines. These engines are all computer controlled and have a DPF or diesel particulate filter built into the exhaust system as well as a diesel exhaust fluid that is mixed in the exhaust to make it more efficient. The current vessel is in need of a transmission overhaul, and other costly repairs. The new vessel will be need
7. **Additional Use or Demand:** No additional use or demand.
8. **Alternatives to This Request:** Inability to service Marina needs in-house. Would have to outsource all work requests.
9. **Safety:** The Current vessel's pilot house only allows a single crew to be out of the elements, the new vessel would allow the second crewmember to stand out of the elements as well. The new vessel will have ladder locks on the platform to secure the ladder to the deck during piling repairs.



**10. Environmental Considerations:** The new vessels are equipped with a lower emission engine as well as a diesel particulate filter that decreases the carbon footprint.

**11. Insurance:** Self -Insured.

**12. Financing:** Project bonded as part of the Non-Recurring Capital budget of 2025

**13. Other Considerations:** None.

**14. Other Approvals:**

- Board of Selectmen – Feb 2024
- Board of Finance – Feb 2024
- RTM – Feb-Mar 2024

## Old Field Road Bridge Design = \$570,000 for Design of New Bridge.

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1. **Background** – The Town of Fairfield infrastructure is aging and while the CT Department of Transportation typically inspects larger bridges, it was unable to do so within the typical scope. So Town hired Consultant to perform underwater bridge inspection with certified scuba diver. This special inspection confirmed that the bridge needs replacement. The bridge was built in 1935 and has at a minimum scour below the wingwalls and footing. While underwater, inspector noticed spalling, chunks of missing concrete and in some cases exposed rebar. The Town is awaiting final report where the Consultant will compile a priority list for repairs for the short term and formally recommend replacement. The Town will also seek grant opportunities in such programs as Local Bridge Program and upcoming Infrastructure Investment and Jobs Act programs for eligibility of existing bridge repairs or replacements.
2. **Purpose and Justification** – The Old Field Road bridge is almost 90 years old. The purpose of the project was to get a full scale inspection of the bridge using professional divers and inspectors to fully evaluate the bridge. The preliminary conclusion is the bridge needs replacement. The Town may be able to perform short term repairs, extending the service life of the bridge, while in the design phase, ready for construction.
3. **Detailed Description of Proposal** – The proposal includes full replacement of the bridge. This includes the superstructure and substructure of the bridge. The inspection will rate the bridge in poor condition. Inspection also revealed scour conditions, utility conflict and overall fair to poor condition of abutments, wingwalls, bridge deck etc..
4. **Reliability of Cost Estimate** – The request for bridge replacement is based on similar bridge designs submitted last month with additional contingency for permits, testing and Grant requirements. The reliability of repair costs is on a scale of 0 to 10 is estimated at 8 based on current bridge design contracts.
5. **Increased Efficiency or Productivity** – Finalize a design, contract bid and specs with cost estimate and schedule. Allow the traveling public and commerce safer access.
6. **Additional Long Range Costs** – Unknown- Soil borings to determine depth of rock and environmental testing will have to be performed. With a new bridge, construction will require major funding with eventual low maintenance costs after construction. Investigate Grant opportunities.
7. **Additional Use or Demand on Existing Facilities** –None.
8. **Alternatives to this Request** –Permanent closure of the bridge is not a viable option for this busy roadway. Design will investigate alternating traffic vs detour.
9. **Safety and Loss Control** – Allow the traveling public and commerce safer access.
10. **Environmental Considerations** – None for inspection. Short term repairs may fall under maintenance but significant repairs will require local, state and federal permits. Soil borings and Environmental Testing will be required for design plans and specifications,
11. **Insurance** – Any selected consultants/contractors will be required to carry the necessary insurance prescribed by the Purchasing Department.
12. **Financing** – Project Design will be bonded as part of the Non-Recurring Capital budget of 2023.

13. **Other Considerations:** Access to the site should be easier now that the Town has acquired property adjacent to the bridge. See also # 8.

14. **Other Approvals:**

Board of Selectman	-	Feb 2024
Board of Finance	-	Feb/Mar 2024
RTM	-	Mar 2024

**Wakeman Lane/Old Road Bridge- Construction Phase Town Share = \$ 432,600** Background: Construction phase is estimated at \$3,900,000 (includes Construction Phase and Inspection. Note Town share is 10 % as Westport is the lead agency for the project and is responsible for most administration. Bridge is 80% covered through Federal Local Bridge Program) Westport share is 10 %, Town of Fairfield share is 10 % = \$390,000 plus 10 % contingency and potential extra pay item = \$ 432,600.

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1. **Background** – Wakeman Lane/Old Road is a southeast/northwest local road which serves as a local and commuter route to Westport and Southport neighborhoods, businesses and highways. The bridge crossing over the Sasco Brook was constructed in 1965. The bridge # 04971 will have approximately 36 ft clear span, maintain a 20 ft roadway width and includes a 2 ft paved shoulder for bikes/pedestrians on each side. The design for the bridge project is in the final design stages. The Contract bid process will be handled by DOT and Westport, and is scheduled for late 2024/ winter 2025 as required by CT DOT. The proposed bridge will contain concrete rigid frame and deck on concrete abutments footings. The bridge has a poor condition rating by the Connecticut DOT and needs replacement.
2. **Purpose and Justification** – The purpose of the project is to replace the existing bridge with a new bridge that will have a predicted service life of over 75 years. It will allow the Towns to perform the planned replacement of this structure. It will allow commuter, commercial and general public traffic to access neighborhoods, schools, businesses, highways, and local roads in this section of Town and in Westport. Final Design, structural plans, hydrologic studies, Right of Way easements and contract specifications are still being worked on. Construction is expected to start Spring 2025. The project has been listed on the Capital Improvement project list (Waterfall Chart) for several years via design and construction.
3. **Detailed Description of Proposal** – The project will include contractor labor, equipment, and materials for bridge construction. Also included in the proposal is Construction Administration, Inspection, Testing and State oversight that contains:
  - Coordination with local and state permitting agencies.
  - Adhering to DOT procedures to preserve funding opportunities and reimbursement.
4. **Reliability of Cost Estimate** – Based on recent DOT bridge projects, and Engineer's estimate of probable costs, on a scale of 0 to 10 the reliability of the estimate is 8.5 based on the most reliable information available and will be finalized by a Project Authorization Letter and inter municipal agreement.
5. **Increased Efficiency or Productivity** – Allow the public and commerce safe and efficient access to and from their homes, businesses and destination points.
6. **Additional Long Range Costs** – The subsequent construction phase of the bridge (anticipated 2025) will be in the \$3,900,000 range. This project has been approved for federal funding through the federal Local Bridge program. The Town is responsible for 10 % of the total construction phase (inspection and construction costs of the project). The bridge will have a 75 year service life span before it will need to be rehabilitated or replaced. For the first decade, only minor maintenance is expected for the new bridge.
7. **Additional Use or Demand on Existing Facilities** – None Anticipated.
8. **Alternatives to this Request** – The Bridge does not meet current bridge standards and is listed in poor but not serious condition. If we do nothing, the bridge will eventually have the weight limit reduced further and that would impact local traffic and could lead to eventual limitations or closure. Per State Statutes, both municipalities are responsible for repair and maintenance of the bridge.

9. **Safety and Loss Control** –Further deterioration of bridge will limit weights further and then could lead to further limitations and then eventual closure. Guiderail/wall approaches will be included in the construction as safety features.
10. **Environmental Considerations** – All environmental permits will be secured. Reviews and approvals by USACE, CT DEEP, Fairfield Inland Wetlands are required for the project.
11. **Insurance** – The selected contractor and Consultant will be required to carry the necessary insurance prescribed by the Purchasing Department. Westport will be the lead agency.
12. **Financing** – Project will be bonded as part of the Capital budget of 2025. The Town will pay Westport 10% of all eligible construction phase costs. Service life of the bridge is about 50-75 years.
13. **Other Considerations**: Westport (lead agency) and DOT are involved with project but is partnering with Fairfield.

**Other Approvals:**

Board of Selectman	-	Feb 2024
Board of Finance	-	Feb 2024
RTM	-	Mar 2024

**Kings Highway West Bridge- Construction Phase Town Share = \$ 432,600** Background: Construction phase is estimated at \$3,900,000 (includes Construction Phase and Inspection. Note Town share is 10 % as Westport is the lead agency for the project and is responsible for most administration. Bridge is 80% covered through Federal Local Bridge Program) Westport share is 10 %, Town of Fairfield share is 10 % = \$390,000 plus 10 % contingency and potential extra pay item = \$ 432,600.

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1. **Background** – Kings Highway West is a southeast/northwest collector road which serves as a local and commuter route to Westport and Southport neighborhoods, businesses and highways. The bridge crossing over the Sasco Brook was constructed in 1973. The bridge # 04972 will have approximately 60 ft clear span, maintain a 32 ft roadway width and includes a 4 ft paved shoulder for bikes/pedestrians on each side. The design for the bridge project is in the final design stages. The Contract bid process will be handled by DOT and Westport, and is scheduled for late 2024 / winter 2025 as required by CT DOT. The proposed bridge will contain steel girders resting on concrete abutments footings. The bridge has a poor condition rating by the Connecticut DOT and needs replacement.
2. **Purpose and Justification** – The purpose of the project is to replace the existing bridge with a new bridge that will have a predicted service life of over 75 years. It will allow the Towns to perform the planned replacement of this structure. It will allow commuter, commercial and general public traffic to access neighborhoods, schools, businesses, highways, and local roads in this section of Town and in Westport. Preliminary and Final Design, structural plans, hydrologic studies, Right of Way easements and contract specifications are still being worked on. Construction is expected to start Spring 2025. The project has been listed on the Capital Improvement project list (Waterfall Chart) for several years via design and construction.
3. **Detailed Description of Proposal** – The project will include contractor labor, equipment, and materials for bridge construction. Also included in the proposal is Construction Administration, Inspection, Testing and State oversight that contains:
  - Coordination with local and state permitting agencies.
  - Adhering to DOT procedures to preserve funding opportunities and reimbursement.
4. **Reliability of Cost Estimate** – Based on recent DOT bridge projects, and Engineer's estimate of probable costs, on a scale of 0 to 10 the reliability of the estimate is 8.5 based on the most reliable information available and will be finalized by a Project Authorization Letter and inter municipal agreement.
5. **Increased Efficiency or Productivity** – Allow the public and commerce safe and efficient access to and from their homes, businesses and destination points.
6. **Additional Long Range Costs** – The subsequent construction phase of the bridge (anticipated 2025) will be in the \$3,900,000 range. This project has been approved for federal funding through the federal Local Bridge program. The Town is responsible for 10 % of the total construction phase (inspection and construction costs of the project). The bridge will have a 75 year service life span before it will need to be rehabilitated or replaced. For the first decade, only minor maintenance is expected for the new bridge.
7. **Additional Use or Demand on Existing Facilities** – None Anticipated.
8. **Alternatives to this Request** – The Bridge does not meet current bridge standards and is listed in poor but not serious condition. If we do nothing, the bridge will eventually have the weight limit reduced further and that would impact local traffic and could lead to eventual limitations or closure. Per State Statutes, both municipalities are responsible for repair and maintenance of the bridge.

9. **Safety and Loss Control** –Further deterioration of bridge will limit weights further and then could lead to further limitations and then eventual closure. Guiderail/wall approaches will be included in the construction as safety features.
10. **Environmental Considerations** – All environmental permits will be secured. Reviews and approvals by USACE, CT DEEP, Fairfield Inland Wetlands are required for the project.
11. **Insurance** – The selected contractor and Consultant will be required to carry the necessary insurance prescribed by the Purchasing Department. Westport will be the lead agency.
12. **Financing** – Project will be bonded as part of the Capital budget of 2025. The Town will pay Westport 10% of all eligible construction phase costs. Service life of the bridge is about 50-75 years.
13. **Other Considerations:** Westport (lead agency) and DOT are involved with project but is partnering with Fairfield.

**Other Approvals:**

Board of Selectman	-	Feb 2024
Board of Finance	-	Feb 2024
RTM	-	Mar 2024

## **Meadowbrook Road Sound Barrier = \$350,000 for Design and Construction of replacement..**

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1. **Background** –Circa 1989, as part of a community block grant, and economic development project with one of the first Home Depots in the country, Meadowbrook Road was blocked off and a timber sound barrier was installed. The sound barrier has run out its service life and needs constant maintenance. Using slot plank installation, the timber members often shrink, shift and become an eyesore to the neighborhood. The Town has received complaints from neighborhood residents and some Town Officials requesting replacement.
2. **Purpose and Justification** – The existing sound barrier needs replacement and is requires significant and constant repairs. The purpose of the project is replace the existing timber sound barrier with a higher quality, more updated designed timber sound barrier. This barrier acts as visual and audio blockade from US 1 and I-95 traffic. The new bulkhead will improve conditions for the neighborhood and offer a visual betterment for visitors using exit 23.
3. **Detailed Description of Proposal** – The proposal includes the design and construction of a new timber sound barrier along US 1 at the intersection of Meadowbrook Road. The design will include replacement of the structure, plans, permits, details and specifications. The wall is currently 375 feet long, 10 feet high and has a swing door for pedestrian access. (Not sure if its totally functioning).
4. **Reliability of Cost Estimate** –is based on referencing DOT pricing. With current cost of materials the reliability of costs on a scale of 0 to 10 is estimated at 7. There is a 15 % contingency included.
5. **Increased Efficiency or Productivity** – replacement of aging infrastructure.
6. **Additional Long Range Costs** – There may be no to only slight increased long range costs associated with the project request as typical new infrastructure projects require few repairs or maintenance the first decade. Most barrier walls have a service life of about 30-40 years.
7. **Additional Use or Demand on Existing Facilities** – Project would require minimal additional maintenance within DPW schedules for the first decade.
8. **Alternatives to this Request** –The Do nothing option does nothing to improve existing conditions. Allowing the structure to continue to deteriorate and provide an eyesore to the neighborhood.
9. **Safety and Loss Control**– Safety increases slightly with new construction. There is a very slight chance of increased potential liability, if timber members were to fly off or if doorway were to get stuck.
10. **Environmental Considerations** – Project may require local, state and federal permits, especially if a grant were to be obtained. The Town anticipates transplanting or planting native vegetation, as an enhancement or replacing vegetation that exists. Soil composition test pits are recommended if excavation for poles are necessary.
11. **Insurance** – Any selected contractors will be required to carry the necessary insurance prescribed by the Purchasing Department.
12. **Financing** – Project to be bonded as part of the Non-Recurring Capital budget of 2025.
13. **Other Considerations**: Utilize existing posts, if design permits. Investigate a more durable, easier to construct but less attractive sound barrier? Utilize DOT designs. Use higher quality wood products/preservatives to extend service life of the structure.



14. **Other Approvals:**

Board of Selectman	-	Feb 2024
Board of Finance	-	Feb 2024
RTM	-	Feb-Mar 2024

See following page(s) for additional information.

McKinley School-Knapps Highway Neighborhood Connectivity = \$850,000 for New Sidewalk, Repairs, upgrades and ADA Compliance. To Be continued. Construction is 100% reimbursable, checking grant parameters = \$700,000. \$150,000 would be bonded for design consultant as Engineering's current workload may prevent detailed design, if required.

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1. **Background** –See Grant application- Town has not yet been awarded this grant.
2. **Purpose and Justification** – In the interest of public safety, and the Safe Routes to School Program, the Town has an obligation to improve safety for pedestrians, cyclists and motorists. Being located in the vicinity of two schools, one an elementary school, the Town has received neighborhood petition requesting sidewalks in the neighborhood.
3. **Detailed Description of Proposal** –see grant app
4. **Reliability of Cost Estimate** – The costs were determined using DOT cost estimating guide, for summer 2023. by. The reliability of costs on a scale of 0 to 10 is estimated at 8.
5. **Increased Efficiency or Productivity** – Improve overall pedestrian safety. Reduce potential trip and fall accidents and improve conditions for all users.
6. **Additional Long Range Costs** – Typical Maintenance costs. Short and longer term maintenance costs should be reduced with repair and replacements.
7. **Additional Use or Demand on Existing Facilities** –An increase pedestrian activity is expected. Safer travel conditions with improvements.
8. **Alternatives to this Request** –The “Do nothing” option won’t improve safety or reduce liability. Town will lose grant funding.
9. **Safety and Loss Control** – Allow pedestrians safer access.
10. **Environmental Considerations** – All projects will investigate environmental impacts. Although for most cases, little or no impacts expected. No environmental permits are anticipated unless soil conditions warrant further testing. More people walking can improve individual health and reduce carbon emissions etc
11. **Insurance** – Any selected contractors will be required to carry the necessary insurance prescribed by the Purchasing Department.
12. **Financing** – Project bonded as part of the Non-Recurring Capital budget of 2025. IF awarded \$ up to 700K of grant funding at 100% construction costs would be reimbursable. Design is not reimbursable.
13. **Other Considerations**: none
14. **Other Approvals**:

Board of Selectman	-	Feb 2024
Board of Finance	-	Feb 2024
RTM	-	Feb-Mar 2024

**H. SMITH RICHARDSON**

**DRIVING RANGE  
RENOVATION  
NON-RECURRING CAPITAL REQUEST  
2025**



# Town of Fairfield Golf Commission

Phase 1 Submitted, October 25, 2022- \$275,000

Phase 2 Submitted, December 28, 2023 - \$275,000

## **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 two in a two phase improvement.

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

In phase 1, we are in the process of replacing and improving 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, replacing the current ball machine to an automated machine, the addition of Toptracer, and designing a functional short game area.

In phase 2, we plan to continue to improve the driving range experience by adding walls, dividers, the ability to heat the bays for an extended season, and ultimately creating a short game area.

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

The work for the driving range bays has gone out to bid following the Town's Purchasing Department policies. By including the driving range bays and work in the first phase we were able to lock-in prices for some of the phase 2 work.

## **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



20 YEAR

**A RESOLUTION AMENDING AND RESTATING A BOND RESOLUTION ENTITLED  
“A RESOLUTION APPROPRIATING \$3,717,899 FOR THE COSTS OF CERTAIN  
NONRECURRING CAPITAL PROJECTS AND AUTHORIZING THE ISSUANCE OF  
BONDS TO FINANCE SUCH APPROPRIATION,” TO EXPAND THE SCOPE OF THE  
JACKY DURRELL PAVILION UPGRADES PROJECT DESCRIPTION.**

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**WHEREAS**, on February 28, 2022, the Representative Town Meeting (“RTM”) of the Town of Fairfield, Connecticut (the “Town”) approved a resolution regarding certain capital nonrecurring projects (the “Projects”) entitled: “A RESOLUTION APPROPRIATING \$3,717,899 FOR THE COSTS OF CERTAIN NONRECURRING CAPITAL PROJECTS AND AUTHORIZING THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION” (the “Resolution”); and

**WHEREAS**, Jacky Durrell Pavilion Upgrades in the amount of \$103,000 was one of the Projects included in the Resolution (the “Pavilion Project”), however, only interior upgrades to the kitchen and bathrooms of the Jacky Durrell Pavilion (the “Pavilion”) were initially contemplated by the Town; and

**WHEREAS**, the Town now seeks to expand the scope of the Pavilion Project to include exterior upgrades to the Pavilion, including, but not limited to, upgrades to the decking (the “Amended Project Description”); and

**WHEREAS**, it is necessary for the Town to amend and restate the Resolution to reflect the Amended Project Description as described herein and in the attached Exhibit A; and

**NOW THEREFORE, BE IT RESOLVED**, that the Resolution is hereby amended and restated to provide as follows:

1. As recommended by the Board of Finance and the Board of Selectmen, the Town of Fairfield hereby appropriates the sum of Three Million Seven Hundred Seventeen Thousand Eight Hundred Ninety-Nine and 00/100 Dollars (\$3,717,899.00) 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 1-9 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 Three Million Seven Hundred Seventeen Thousand Eight Hundred Ninety-Nine and 00/100 Dollars (\$3,717,899.00) 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 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.
6. 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.
7. 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.
8. 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.

9. 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.
10. The First Selectman or other proper Town official is hereby authorized to apply for and accept any available State or Federal grant in aid of the financing of any Project, and to take all action necessary and proper in connection therewith.

**A RESOLUTION AMENDING AND RESTATING A RESOLUTION ENTITLED “A RESOLUTION APPROPRIATING \$3,717,899 FOR THE COSTS OF CERTAIN NONRECURRING CAPITAL PROJECTS AND AUTHORIZING THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION,” TO EXPAND THE SCOPE OF THE JACKY DURRELL PAVILION UPGRADES PROJECT DESCRIPTION.**

5

# THE HARTFORD LUMBER COMPANY

17 ALBANY AVENUE • HARTFORD CT 06120 • PHONE: 860-522-9101 • Sales@hartfordlumber.com.

ACCOUNT NAME: Town of Fairfield, CT

QUOTE DATE: 11/28/23  
 REQUEST BY: Adam Tulin + James Ryan  
 PHONE: ATuline Fairfield, CT  
 E-MAIL: James Ryan Fairfield, CT  
 NOTES: All Sizes listed herein are Nominal

ORDER DATE: \_\_\_\_\_  
 PROMISE DATE: \_\_\_\_\_  
 FORKLIFT AVAILABLE: Y N  
 PO # \_\_\_\_\_ JOB # \_\_\_\_\_  
 DELIVERY ADDRESS: TRD + list on your PO #

DIRECTIONS: USE BACK IF NECESSARY

QUANTITY:	DESCRIPTION:	UNIT: Ea.	TOTAL: \$
	5/4x6 (with a net thickness of ~ 7/8") Kebony Deck Groove 2-Side		
144	16' } this totals 7500 L.F.		
144	14' }	132.82	19126.08
145	12' }	116.22	16755.68
144	10' }	99.62	14444.90
		83.02	11,959.88
	2x6 Kebony Boardwalk SYS E2E (1 1/2" thick)		
23	10' }		
20	12' }	154.63	3556.49
21	14' }	185.55	3711.00
21	16' }	216.48	4546.08
		277.40	5195.40
8	Kebony Plug Kit SS Screw/Plug 4050 pieces per	591.69	4733.52
The Pricing on this quote was formulated by Using State of Connecticut Contract Number KS120222-3 prices.			\$ 84004.03
Although not automatic, we reserve the right to change our price if we do not receive an order By 12/8/23			
* To Be Used Eased Edge Up			
** Note: you just asked for footage and we selected the above listed tallies. Depending on your order date and availability, you may get a different tally of actual footage.			

## TOWN OF FAIRFIELD

### Board of Finance – Senior & Disabled Tax Relief Subcommittee Report To be presented to the Board of Finance on February 20, 2024

The Fairfield Tax Assessor has requested that the Town's Senior & Disabled Tax Relief program be amended to include five proposed changes. None of the five proposed changes are expected to have a material economic impact on the program but would better align the Town program with the State program.

The BOF – SDTR committee has met with the Town Assessor and is recommending that the full BOF approve these five proposed changes. Any approved changes would then be submitted to the RTM for consideration. If the RTM also approves, the RTM would amend the SDTR ordinance accordingly.

#### **Suggested Change #1:**

Corrects a typo, deleting the word "prior" and clarifies that the applicable rate will be the opening rate at the start of the day.

#### **95-15 B (3)**

*All benefits shall be subject to an interest charge at the greater of the annual percentage rate of 3% or the rate on ten-year United States Treasury Notes. The rate for the purposes of this subsection shall be set by the Chief Fiscal Officer of the Town of Fairfield on January 31 in each calendar year or, if such day is a day on which the fiscal office of the Town of Fairfield is not open, on the next ~~prior~~ day on which it is open. **If using the ten-year United States Treasury Note rate, it shall be the opening price for the given day.***

#### **Suggested Change #2:**

Corrects a typo, changing the word "application" to "applicant", and changes the date of determining Qualified Total Asset Value (QTAV) from the "date of application" to "the end of the preceding calendar year".

As the date of application can vary, and may not coincide with a financial statement, it's virtually impossible for the Town to verify an applicant's QTAV affidavit. By changing the valuation date to a date certain (12/31/xx), the applicant will have the benefit of a year-end financial statement, the determination date will be consistent for all applicants, and the date of asset verification will be consistent with the end date for verification of periodic income.

#### **95-8 Conditions for Eligibility Section C (8)**

*Any ~~application~~ **applicant** and spouse who qualify for property tax relief under this article shall have a qualifying total asset value (QTAV) not exceeding \$650,000. Qualifying total asset value shall consist of any and all assets of the applicant and spouse as of the ~~date of application~~ **the end of the preceding calendar year** but shall specifically exclude the value of the applicant's primary legal residence and all tangible personal property contained therein. Each applicant to*

*whom QTAV applies shall make a sworn statement in a form satisfactory to the Assessor that such applicant's QTAV does not exceed \$650,000.*

**Suggested Change #3:**

Deletes the language “and a copy thereof shall be delivered to the applicant” from the Assessor’s responsibilities once an applicant has been accepted in the program.

Effectively, this step is duplicative as the calculated tax relief and adjusted tax liability for the applicant is printed on the taxpayer’s tax bill. Further, the final tax relief calculations are printed, shared with, and signed by the applicant.

**95-9 Application Section B**

*When the Assessor is satisfied that the applying taxpayer qualifies under this article, he/she shall compute the amount of such tax relief and tax deferral and cause certificates of tax credit and tax deferral to be issued in such form as to permit the Tax Collector to reduce the amount of tax levied against the taxpayer and make proper record thereof, ~~and a copy thereof shall be delivered to the applicant.~~ Neither the Assessor nor the Tax Collector shall unreasonably withhold the issuance of such a tax credit and tax deferral to a properly qualifying taxpayer. The tax credit shall be applied to the tax payments.*

**Suggested Change #4:**

Change the age requirement for a surviving spouse from 60 to 50 to match state program.

Currently, the Town program has this age requirement at 60 while the State program has the age requirement at 50. Aligning these age requirements would assist in the administration of the programs and would eliminate potential confusion between the programs. Mr. Murray was not aware of any program participants for which this would be applicable and expects this change to have little to no economic impact to the current program.

**95-8 Conditions for Eligibility – Section C (1)**

*Such applicant (or a spouse domiciled with such applicant) has attained age 65 or over at the end of the preceding calendar year or ~~60~~ 50 years of age or over and the surviving spouse of a taxpayer qualified for tax relief under this program at the time of his or her death;*

**Suggested Change #5:**

Amend the definition of “Qualifying Income” from “adjusted gross income as defined in the Internal Revenue Code of 1986, as may be amended from time to time,...” to “all taxable and nontaxable income...”

Effectively, this would not change the definition but would align the Town program with the State program and would reduce or eliminate confusion as to what is included in Qualified Income.

**95-8 Conditions for Eligibility – Section C (5)**

*Such persons shall have individually, if unmarried, or jointly, if married, qualifying income in an amount not to exceed limits described below for each program for the tax year ending immediately preceding the application for tax relief benefits.. "Qualifying income" is defined as adjusted gross income as defined in the Internal Revenue Code of 1986, as may be amended from time to time, plus the nontaxable portion of any social security benefits, railroad retirement benefits, any tax shelter losses, income from other tax-exempt retirements and annuity sources and income from tax-exempt bonds and any other income not included in the in the adjusted gross income. Unreimbursed gross medical and dental expenses shall be deducted from income in calculating the applicant's qualifying income, as long as such unreimbursed gross medical and dental expenses are included on the applicant's federal income tax return of the calendar year immediately preceding the year of application as an itemized deduction and qualify as a medical deduction under Section 213 (a) of the Internal Revenue Code of 1986, as may be amended.  
[Amended 2-24-2020]*

**TOWN OF FAIRFIELD  
CHAPTER 21  
ETHICS**

**§ 21-1. Statement of Purpose.**

The public judges its government by the way public officials and employees conduct themselves in the posts to which they are elected or appointed. The public expects, and has the right to expect, that every public official and public employee will:

- treat all citizens with courtesy, impartiality, fairness, and equality under the law; and
- conduct himself or herself in a manner that will preserve public confidence in and respect for the government, including by avoiding both actual and potential conflicts between their private self-interests and the public interest.

Public policy developed by public officials and Public Employees must be based on honest and fair deliberations and decisions, free from threats, favoritism, undue influence, and all forms of impropriety. By enacting this Ordinance, Fairfield seeks to help public officials and Public Employees achieve these goals and maintain and increase the confidence of Fairfield's citizens in the integrity and fairness of their local government.

**§ 21-2. Definitions.**

(a) "Business" means any entity through which any Transactions are conducted or services are provided, whether for profit or not for profit, including, but not limited to, a corporation, non-stock corporation, partnership, limited liability company, sole proprietorship, firm, enterprise, franchise, association, organization, Trust, or self-employed Individual.

(b) "Charter" means the Charter of the Town of Fairfield.

(c) "Code" means the Town Code of Fairfield.

(d) "Confidential Information" means information, whether transmitted orally or in writing, which is obtained by reason of the public position or office held and is of such nature that it is not, at the time of transmission, a matter of public record or public knowledge.

(e) "Commission" means the municipal ethics commission established in the Charter, as may be amended from time to time.

(f) "Financial Interest" means any interest that yields, directly or indirectly, a monetary value of \$1000 or more or that generates a financial gain or loss of \$1000 or more per Person in a calendar year (other than the duly authorized salary or compensation for services to the Town) to the Public Official or Public Employee or any Person employing or retaining the services of the Public Official or Public Employee.



(g) "Gift" means anything of value, including entertainment, food, beverage, travel, lodging, favor, loan or promise given or paid to a Public Official or Public Employee. A gift does not include the following, unless provided in an effort to influence the performance or non-performance of the official duties of a Public Official or Public Employee in the course of their work:

(1) a political contribution otherwise reported as required by law or a donation or payment as described in subdivision (9) or (10) of subsection (b) of Section 9-601a of the Connecticut General Statutes;

(2) services provided by persons volunteering their time, if provided to aid or promote the success or defeat of any political party, any candidate or candidates for public office or the position of convention delegate or town committee member or any referendum question;

(3) a commercially reasonable loan made on terms not more favorable than loans made in the ordinary course of business;

(4) a Gift received from (A) an Individual's spouse, fiancé or fiancée, (b) an Individual's parent, brother or sister or any spouse of such parent, brother or sister, or (C) an Individual's child or the spouse of such child;

(5) a certificate, plaque or other ceremonial award costing less than \$100;

(6) a rebate, discount or promotional item available to the general public;

(7) a Gift provided by an Individual for the celebration of a major life event such as the birth or adoption of a child, a wedding, a confirmation or bar/bat mitzvah, and a funeral, provided that any such Gift provided by an Individual who is not a member of the Immediate Family of the recipient shall not exceed \$250. Major life event shall not include any event which occurs on an annual basis such as an anniversary; except that personal Gifts of up to \$25 per occasion, aggregating no more than \$100 per recipient in a calendar year, shall be permitted to a minor incident to a birthday or other traditional Gift-giving occasion, e.g., Christmas, Chanukah or Kwanza.

(8) anything of value provided by an employer of (A) a Public Official, (B) a Public Employee, or (C) a spouse of a Public Official or Public Employee, to such Public Official, Public Employee or spouse, provided such benefits are customarily and ordinarily provided to others in similar circumstances; or

(9) anything having a value of not more than \$20, provided the aggregate value of all things provided by a donor to a recipient under this subdivision in any calendar year shall not exceed \$100.

(g) "Immediate Family" means any spouse, child or dependent relative who resides in the Individual's household.

(h) "Individual" means a natural Person.

- (i) "Related Individual " means an Individual with whom the Person or a member of his immediate family mutually has an interest in any business.
- (j) "Official Responsibility " means the direct administrative or operating authority, whether intermediate or final, and whether exercisable personally or through subordinates, to approve, disapprove, vote on, or otherwise direct government action.
- (k) "Person" means an Individual, sole proprietorship, Trust, corporation, limited liability company, union, association, firm, partnership, committee, club or other organization or group of Persons.
- (l) "Personal Interest" means an interest in any action taken by the Town in which an Individual will derive a nonfinancial benefit or detriment, but which will result in the expenditure of municipal funds.
- (m) "Public Employee" means a Person employed, whether part-time or full-time, by the Town or a political subdivision thereof.
- (n) "Public Official" means a person elected or appointed to a Town of Fairfield board, commission, authority (including, but not limited to, the boards, commissions, and authorities set forth in Section 1.4A of the Charter), or appointed to a town office set forth in Section 1.4B of the Town Charter,.
- (o) "Related Business" or "Related Businesses" mean any Business in which the Public Official or Public Employee or member of his or her Immediate Family is a director, president, executive, senior vice president, treasurer, or secretary, or the owner of five per cent (5%) or more of any Business, managing member of a limited liability company, beneficiary of a Trust; provided, however, that a Public Official or Public Employee, or member of his or her Immediate Family, shall not be deemed to be associated with a non-profit entity solely by virtue of the fact that the Public Official or Public Employee or member of his or her Immediate Family is an unpaid director or unpaid officer position (i.e., president, executive, senior vice president, treasurer, or secretary) of the non-profit entity.
- (p) "Town" means the Town of Fairfield, Connecticut.
- (q) "Transaction" means an exchange or transfer of goods, services, or funds.
- (r) "Trust" means a trust, other than blind trusts, in which any Public Official or member of his or her Immediate Family has a present or future interest which exceeds the lesser of (i) ten percent (10%) of the value of the trust and (ii) \$50,000.

### **§ 21-3. Investigation and Enforcement by the Ethics Commission.**

- (a) The Commission shall have the power to investigate any claim of an ethics violation pursuant to the terms of the Charter and this Ordinance and to take any action permitted by the Charter or the Ordinance to be taken by it.

(b) In addition to any penalty contained in any other provision of law, or as provided for in the Charter, any Person who violates of any provision of this Code may be reprimanded, suspended, removed or dismissed from office or position, as the case may be, and may be punished by (1) public censure and reprimand; (2) a civil penalty payable to the Town of Fairfield of not more than \$250 per violation; and (3) restitution payable to the Town of Fairfield of any pecuniary benefits received because of the violations committed. In addition, the municipality may void any purchase, contract, or ruling adopted in contravention of this Ordinance.

#### **§ 21-4. Impartiality; Conflicts of Interest.**

(a) Impartiality. No Public Official or Public Employee shall request, use, or permit the use of, any consideration, treatment, advantage, or favor beyond that which is the general practice to grant or make available to the public at large.

(b) Incompatible Employment. No Public Official or Public Employee shall engage in or participate in any Business or Transaction, including private employment with or provision of services to a Business, or have an interest, direct or indirect, which is in conflict with the proper discharge of their official responsibilities in the public interest or which would reasonably be expected to impair their independent judgment or action in the performance of their responsibilities in their capacity as a Public Official or Public Employee.

(c) Gifts and Favors. (1) No Public Official or Public Employee shall solicit or accept any Gift that (a) would not be offered to him or her were he or she not a Public Official or Public Employee or (b) is from any Person who to his knowledge, after reasonable inquiry, is interested in any pending matter within such Individual's Official Responsibility. (2) If a Gift that is prohibited by Section 21-4(c)(1) of this Ordinance is offered to a Public Official or Public Employee, such Person must refuse it, return it, pay the donor the market value of the Gift, or donate it to a non-profit organization provided they do not take the corresponding tax write-off.

(d) Financial or Personal Interests. (1) No Public Official or Public Employee, either on his or her own behalf or on behalf of any other Person, shall have any financial or personal interests in any Business or Transaction with any public body in the Town unless he or she shall first make full public disclosure of the nature and extent of such interest. (2) A Public Official or Public Employee shall refrain from voting upon or otherwise participating in any matter on behalf of the Town if he or she, a Related Business, a Related Individual, or a member of his or her Immediate Family, has a financial or personal interest in the Transaction or contract, including but not limited to the sale of real estate, material, supplies or services to the Town. (3) Notwithstanding the prohibition in Section 21-4(e) of this Ordinance, a Public Official or Public Employee may vote or otherwise participate in a matter if it involves a determination of general policy and the interest is shared with a substantial segment of the population of the Town.

(e) Representation of Private Persons. No Public Official or Public Employee shall use or attempt to use his or her official position to secure special privileges or exemptions for himself or herself or others except as may be otherwise permitted by applicable law.

(f) Participation in Grievance Proceedings. No Public Official or Public Employee shall, on behalf of the Town, participate in the disposition of any grievance or grievance proceeding arising under a working or pension contract or agreement when the Public Official or Public Employee is bound, covered, or protected directly by the contract or agreement which is the basis of his or her grievance.

(g) Confidential Information. TownNo Public Official or Public Employee shall use, cause to be used, or permit to be used, any Confidential Information to advance the financial or personal interests of himself or herself, a Related Individual, Related Business or Immediate Family Member.

(h) Use of Property. No Public Official or Public Employee shall request, permit, or be given the use of municipal-owned vehicles, equipment, facilities, materials, or property for personal use, convenience, profit, or for the use of any political party, except when such privileges are available to the public generally or are provided in municipal policy for the use of such Public Employee or Public Official in the conduct of official business.

(i) Contracts with Town. No Public Official or Public Employee, or a Related Business, or member of his or her Immediate Family shall enter into a contract with the Town unless it is awarded through a process of public notice and competitive bidding or otherwise permitted by town ordinance or its purchasing policy.

(j) Influence of Office or Position. No Public Official or Public Employee shall use his or her office or position for the financial benefit of himself or herself, a Related Business, a Related Individual, a political party or campaign, or a member of his or her Immediate Family.

(k) Fees. No Public Official or Public Employee shall accept a fee (other than the Public Official or Public Employee's customary compensation from the Town of Fairfield, if applicable) or honorarium for an article, appearance, or speech, or for participation at an event, in his or her official capacity.

(l) Authorization. No Public Official or Public Employee shall knowingly encourage, counsel, authorize, or otherwise sanction action that violates any provision of this Ordinance.

#### **§ 21-5. Paid Consultants or Contractors of the Town.**

(a)(1) No paid consultant or contractor of the Town shall represent a private interest in any action or proceeding against the interest of the Town that is in conflict with the performance of such consultant or contractor's duties to the Town of Fairfield. (2) No paid consultant or contractor may represent anyone other than the Town concerning any matter in which they participated personally and substantially as a consultant or contractor to the Town. (3) No paid consultant shall disclose Confidential Information learned while performing their duties for the Town, nor shall they use such information for their own or others' Financial Interests.

**§ 21-6. Former Public Employees/Public Officials.**

(a) No former Public Official or Public Employee shall appear, other than for himself or herself, for compensation before any municipal board or agency in which he was formerly employed or formerly served at any time within a period of one year after termination of his or her service with the Town.

(b) No former Public Official or Public Employee shall represent anyone other than the Town concerning any matter in which he participated personally and substantially while in municipal service (other than the drafting of an ordinance) and the Town had a substantial interest.

(c) No former Public Official or Public Employee shall disclose or use Confidential Information acquired in the course of and by reason of his official duties, for financial gain for himself or others.

(d) No former Public Official or Public Employee who participated substantially in the negotiation or award of a municipal contract obliging the Town to pay an amount of \$25,000 or more, or who supervised the negotiation or award of such contract shall accept employment with a party to the contract other than the municipality for a period of one year after such contract is signed.

**§ 21-7. Statements of Interests. Filing requirements.**

(a) All Public Officials, nonunion Public Employees, and any other Public Employee as the First Selectman shall designate, shall file, under penalty of false statement, a Statement of Interests for the preceding calendar year with the Commission on or before the May first next in any year in which he or she holds such a position. However, an Individual assuming such a position after March thirty-first of any year shall file for the preceding year within thirty days (30) of assuming his or her position. Any such Individual who leaves his or her office or position shall file a Statement of Interests covering that portion of the year during which he or she held his office or position. The Commission shall notify such Individuals of the requirements of this subsection within thirty (30) days after their departure from such office or position. Such Individuals shall file such Statement within sixty (60) days after receipt of the notification.

(b) The Statement of Interests shall make full public disclosure of the nature and extent of such interest and include the following information for the preceding calendar year in regard to the Individual required to file the Statement and each Immediate Family Member: (1) The names of all Related Businesses; (2) (3) the names of all employers; (4) all real property located with the Town whether owned by such Individual or Immediate Family Member or held in the name of a Related Business, or Trust; and (5) any leases or contracts with the Town held or entered into by the Individual or a Related Business.

(c) The Statement of Financial Interests filed pursuant to this section shall be a matter of public information.

(d) Any Individual who is unable to provide information required under the provisions of subsection (b) of this section by reason of impossibility may petition the Commission for a waiver of the requirements.

**§21-8-11. Distribution of Ordinance/Acknowledgements.**

The Town Clerk shall cause a copy of this Ordinance to be distributed to every Public Official and Public Employee within 60 days after enactment of this Ordinance. Each Public Official and Public Employee shall be furnished a copy upon commencing the duties of his or her office or employment. A receipt via email or mail for all copies shall be signed by the recipient and returned via email or mail to the Town Clerk and retained on file.

**§ 21-9. Newly elected or appointed Public Officials and newly hired Public Employees.**

The Town Clerk shall provide written copies of this Ordinance and Standards of Conduct set forth in Article XI of the Charter to all newly elected or appointed Public Officials, and all Public Employees who are hired, after the effective date of this Ordinance.

**§ 21-10. Annual Advisement About Ethical Obligations.**

(a) At the first regular meeting of every board, commission or committee, on or after November 15, 2024, and not less than annually thereafter, the chairman of each such board, commission or committee, or their designee, shall advise its members of his/her obligations to ethics, conduct, freedom of information and conflicts of interest.

(b) In January 2025 and not less than annually thereafter, the First Selectman or his or her designee shall advise the directors, superintendents, and managers of all departments, in writing, of their obligation to ethics, conduct, freedom of information, and conflicts of interest. This advisement shall include, but shall not be limited to, providing a copy of this Ordinance.

**§ 21-11. Existing Contracts.**

This Ordinance shall not impair existing contracts to which the Town of Fairfield (or its political subdivisions) may be a party prior to the effective date of this Ordinance.

**§ 21-12. Requests for Proposals.**

This Ordinance shall be included as an exhibit (and incorporated by reference) in all Requests for Proposals issued by the Town.

**§ 21-13. Effective Date.**

This Ordinance shall become effective upon passage.