

*Draft: 7/25/14*

**A RESOLUTION AMENDING AND RESTATING THE BOND RESOLUTION ADOPTED BY THE REPRESENTATIVE TOWN MEETING ON MARCH 18, 2013 ENTITLED “A RESOLUTION APPROPRIATING A SUM NOT TO EXCEED \$1,037,000 FOR THE COSTS OF CERTAIN NONRECURRING CAPITAL PROJECTS AND AUTHORIZING THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION” TO REALLOCATE BOND PROCEEDS BETWEEN PROJECT CATEGORIES.**

\*\*\*\*\*

**Whereas**, the Representative Town Meeting on March 18, 2013, adopted a resolution entitled “A RESOLUTION APPROPRIATING \$1,037,000 FOR THE COSTS OF CERTAIN NONRECURRING CAPITAL PROJECTS AND AUTHORIZING THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION” (the “Original Resolution”) which resolution authorizes funds for six projects listed on Exhibit A thereto; and

**Whereas**, the Original Resolution authorized \$172,000 for the project entitled “Fire Station #1 – HVAC Improvements”; and

**Whereas**, the cost of such project has been decreased by at least \$84,000 to \$88,000; and

**Whereas**, the Original Resolution authorized \$160,000 for a project entitled “Police Station - HVAC”; and

**Whereas**, the cost of such project has increased by approximately \$84,000 to \$244,000.

**Therefore, it is resolved that the Original Resolution is amended and restated to read as follows:**



**A RESOLUTION APPROPRIATING \$1,037,000 FOR THE COSTS OF CERTAIN NONRECURRING CAPITAL PROJECTS 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 Million Thirty-Seven Thousand and 00/100 (\$1,037,000) Dollars 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 1-6 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 One Million Thirty-Seven Thousand and 00/100 (\$1,037,000) Dollars 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 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 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 semiannually 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 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, as amended, of the Federal Income Tax Regulations 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, 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.



**EXHIBIT A**

**TO**

**A RESOLUTION APPROPRIATING \$1,037,000 FOR THE COSTS OF  
CERTAIN NONRECURRING CAPITAL PROJECTS AND AUTHORIZING  
THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION**

1.	Old Town Hall- Installation of Emergency Generator	\$105,000
2.	Duck Farm Road Bridge - Design of new bridge over Mill River	\$300,000
3.	Fire Station #1 - HVAC Improvements	\$88,000
4.	Police Station - HVAC	\$244,000
5.	Fairfield Woods Branch Library Re-roofing Project	\$200,000
6.	H. Smith Richardson – Bunker and tee box renovation	<u>\$100,000</u>
	<b>TOTAL</b>	\$1,037,000







## MEMO

**From:** Ed Boman

**To:** Board of Selectmen, Board of Finance and RTM

**Date:** July 30, 2014

**Re:** Reallocation of FY 2014 Non-Recurring Capital Funds for Police and Fire HVAC Improvements

The RTM appropriated \$160,000 and \$172,000 for heating, ventilation and air-conditioning (HVAC) improvements at the Police Station and Firehouse Number 1 in March 2013. Public Works proposes a reallocation of this funding in order to leverage additional funding from United Illuminating (UI).

United Illuminating has a program named Energy Opportunity which Fairfield has used to complete \$2,331,000 in energy improvements over the last twelve years. The Town's share of the \$2,331,000 was \$416,390, \$393,627 of which was funded by the WPCA reserves. The following is an explanation of the reallocation of funds proposed in order to take advantage of UI's Energy Opportunity program for the police and fire HVAC improvements.

### Police Station

The Police Department Building is over 40 years old. It was built before energy management was a priority. Moreover, it is manned 24 hours a day and included Emergency Management Services. It is the Town's largest consumer of electricity and gas, other than the WPCF.

There are many continuing problems at the Station with heating and cooling system and controls, despite many attempts to correct them. For that reason, the Public Works Department decided that a comprehensive effort was needed before we attempted any other fix. Two analyses were carried out:

- An engineering analysis of the building's HVAC system and controls utilizing the as built drawings, and
- A new energy audit based on that analysis

The studies found the following:

- The rooftop air handler had to be replaced
- There are three separate, partial control systems in the building, often fighting each other.
- There are two heating systems, a perimeter baseboard and an overhead VAV .
- The ceiling VAV s provides cooling only
- The perimeter baseboard always providing heating and cooling
- One system can be heating while the other is cooling, making everyone uncomfortable
- The VAV system is malfunctioning for other reasons, including broken valves



Public Works and Earth Core Energy Services, the Town's energy consultant, developed a comprehensive program with UI to complete the work as one project. The new project would cost \$472,000 and includes:

- Replacing all VAV boxes with high energy efficient VVT boxes
  - adding controls to create 65 individual heating and cooling zones as one source for heating and cooling sources
  - Occupied and unoccupied sensors—\$162,250
- Adding the new rooftop unit and retrofitting the perimeter baseboard as the second source for heating and cooling, with an economizers
- CO2 sensors for automatic air exchange when required---\$147,750
- Adding controls for the boiler room, the first air handler unit, the VFDs, and other HVAC equipment---\$72,,500
- Energy dashboard, software and interconnect with microgrid--\$53,500
- Engineering, design, construction oversight, etc. \$36,000

UI is providing funding of \$229,710. Fairfield has an appropriation of \$160,000, leaving a balance of \$82,299. We are asking for a transfer of this amount from the Firehouse 1 project to cover that cost.

#### Firehouse Number 1

Firehouse Number 1 on Reef Road is 60 years old as is the HVAC system, and has age problems with the boiler. In addition, air-conditioning is provided only to the second floor. The original appropriation planned the following:

- Replacement of cooling only rooftop unit
- Replacement of basement boiler
- Ductwork and radiator modifications
- Controls

Once again, Public Works decided on a comprehensive approach to the Firehouse project. The Town's energy consultant developed the following program:

- Demolition of basement boiler
- Replacement of existing rooftop air handling unit with an energy efficient unit
- Addition of second energy efficient rooftop air handling unit, for the dorm/gym
- Both units capable to supply heating and cooling
- Both include economizers
- The VAV boxes will be replaced with high energy efficient VVT boxes
- 28 separate zones with individual heating and cooling controls
- The 28 zones will also have occupied/unoccupied schedules
- CO2 sensors for automatic air exchanges when required.



Public Works was able to combine the Towns appropriation of \$172,000 with the UI Energy Opportunity program to leverage another \$121,456. The total estimated cost of the improvements is \$210,292. Total Town cost is \$88,836, leaving a balance of \$83,164.

The following chart explains the transfer request:

Police Dept.		Fire Dept.	
Total Cost	\$472,000	Total Cost	\$210,292
Less UI Loan	- 100,000	Less UI Loan	-100,000
Less UI grants	-129,701	Less UI grants	-21,456
Town Share	-242,299	Town Share	\$88,836
Appropriation	- 160,000	Appropriation	172,000
Balance	( \$ 82,299)	Balance	\$83,164



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**Whereas**, the Original Resolution authorized \$172,000 for the project entitled “Fire Station #1 – HVAC Improvements”; and

**Whereas**, the cost of such project has been decreased by at least \$84,000 to \$88,000; and

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**Whereas**, the cost of such project has increased by approximately \$84,000 to \$244,000.

**Therefore, it is resolved that the Original Resolution is amended and restated to read as follows:**



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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 One Million Thirty-Seven Thousand and 00/100 (\$1,037,000) Dollars 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 1-6 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 One Million Thirty-Seven Thousand and 00/100 (\$1,037,000) Dollars 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 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 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 semiannually 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 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, as amended, of the Federal Income Tax Regulations 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, 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.



**EXHIBIT A**

**TO**

**A RESOLUTION APPROPRIATING \$1,037,000 FOR THE COSTS OF  
CERTAIN NONRECURRING CAPITAL PROJECTS AND AUTHORIZING  
THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION**

1.	Old Town Hall- Installation of Emergency Generator	\$105,000
2.	Duck Farm Road Bridge - Design of new bridge over Mill River	\$300,000
3.	Fire Station #1 - HVAC Improvements	\$88,000
4.	Police Station - HVAC	\$244,000
5.	Fairfield Woods Branch Library Re-roofing Project	\$200,000
6.	H. Smith Richardson – Bunker and tee box renovation	<u>\$100,000</u>
	<b>TOTAL</b>	\$1,037,000







# **Funds Transfer Request**

**Fire House**

**To**

**Police Station**

**Board of Selectmen**

**August 6, 2014**



# SOURCE OF FUNDS

Police Department	\$		Fire Department	\$
Original cost	\$160,000		\$172,000	
Revised cost	\$472,000		\$210,292	
Less UI Loan	\$100,000		\$100,000	
Less UI grant	\$129,701		\$21,496	
Town Share	\$242,299		\$88,836	
Less appropriation	\$160,000		\$172,000	
Balance	(\$82,299)		\$83,164	



# POLICE DEPARTMENT PROBLEMS

- Missing rooftop unit
- 3 control systems for HVAC, fighting each other
- Interior VAV system cools only
- Perimeter baseboard often heats same time as interior cools
- No zone controls
- VAV system is malfunctioning an noisy
- Portable heaters and AC units
- No economizers to use outside air for cooling
- No ability to remotely monitor anything
- The result: employee discomfort year round
- The result: Very high electric and natural gas usage for HVAC



# POLICE DEPARTMENT

Measure	Original Proposal	Revised Proposal
Rooftop unit added	\$80,000	
Rooftop added, CO2 sensors, economizers, retrofit of baseboard system		\$147,750
Duct work, VA boxes replaced	\$31,000	
Duct work VVT boxes replace all VAV boxes, occupancy sensors, 65 heat & AC zones		\$162,250
Rooftop controls	\$16,500	
Roof top controls both units, boiler, the VFDs and all other HVAC equipment		\$72,500
Energy dashboard , connect to micro grid		\$53,500
Design	\$18,000	\$36,000
Contingency (10%)	\$14,500	-0-
TOTAL COST	\$160,000	\$472,000



# FIRE DEPARTMENT PROBLEMS

- 1954 rooftop air handling unit
- Cools second floor only
- Window units on first floor
- 1954 boiler for heat
- 1954 VAV distribution system
- No HVAC controls
- No HVAC zones
- No economizers to use outside air for cooling
- Highly inefficient electrical and HVAC systems



# FIRE DEPARTMENT

Measure	Original proposal	Revised Proposal
New rooftop with heat & AC	\$48,000	
2 rooftop units with heat & AC, CO2 sensors, Economizers		\$96,292
New Boiler	\$46,000	-0-
Duct work, VAVS, radiator modification	\$33,000	
Duct work, VVTs, Radiator modifications, boiler removal		\$62,768
Controls for rooftops	\$8,400	
Controls for rooftops and VVTs creating 28 heat & AC zones		\$30,000
Design	\$21,000	\$21,000
Contingency	\$15,600	-0-
TOTAL COST	\$172,000	\$210,292



# PROPOSALS COMPARISONS

Improvement	Revised Proposal	Original Proposal
Individual room controls	Yes	No
Heat & Ac by zone	Yes	No
Economizers	Yes	No
CO2 Monitors	Yes	No
Total controls of all HVAC equipment	Yes	No
Occupancy sensors	Yes	No
Perimeter heating repaired	Yes	Yes
Energy Dashboard	Yes (Police Dept)	No
VVTs	Yes	No
Engineering study	Yes (Police Dept)	No
Tie in to Microgrid	Yes	No



## MEMO

**From:** Ed Boman  
**To:** Board of Selectmen, Board of Finance and RTM  
**Date:** July 30, 2014  
**Re:** Grants to Purchase three Compressed Natural Gas Vehicles

Public Works has applied for and received a grant for \$47,050 to purchase three compressed natural gas (CNG) vehicles. The grant pays for the incremental cost of the alternate fuel from the conventional fuel. The three vehicles are in this year's approved budget.

The vehicles are replacement vehicles ,including:

- Two Ford vans for Public Works, and
- One Ford bus for the Senior Center.
- That will bring the total number of CNG vehicles owned by Fairfield to 30. CNG vehicles provide substantial environmental as well as economic benefits to the taxpayer, as compared to diesel or gasoline vehicles::
- Over 50% reductions in vehicle emissions, including Nox, Sox, ozone and particulate matter. The latter ids a major cause of childhood and senior respiratory diseases.
- A savings of over \$2.00 a gallon from gasoline and \$2.10 a gallon from diesel.





STATE OF CONNECTICUT  
DEPARTMENT OF TRANSPORTATION

2800 BERLIN TURNPIKE, P.O. BOX 317546  
NEWINGTON, CONNECTICUT 06131-7546  
Phone: (860) 594-2830



June 10, 2014

Mr. Edward Boman  
Assistant Director of Public Works  
Town of Fairfield  
725 Old Post Road  
Fairfield, CT 06430

Dear Mr. Boman:

It is my pleasure to inform you that the Department of Transportation (Department) has approved the City of Fairfield's request to receive funding under the 2014 Connecticut Clean Fuel program. The Department has approved the request for the following alternative fuel vehicle(s) at the following maximum incremental cost per vehicle:

Two (2) Ford Transit Cargo Compressed Natural Gas w/18GGE Vans @ \$10,400 each  
One (1) Ford E450 B.O.C. Compressed Natural Gas w/29GGE Bus @ \$26,250

Please complete and return the attached program confirmation form to the Department by July 11, 2014. Also please make a copy for your records. The information on the program confirmation form will be used to prepare the project Agreement, which will detail the program requirements.

Program participants will be reimbursed only for the vehicle(s) specified in the Agreement at the maximum amount specified per vehicle in the Agreement. If the required dealer's invoice indicates a lesser incremental cost per vehicle, the program participant will be reimbursed that lesser amount.

If you have any questions, Kevin Peak, the Department's contact person for this program, can be reached at (860) 594-2807 or by e-mail at [kevin.peak@ct.gov](mailto:kevin.peak@ct.gov).

Very truly yours,

Michael A. Sanders  
Transit Administrator  
Bureau of Public Transportation



# **FAIRFIELD CARES COMMUNITY COALITION LOCAL PREVENTION COUNCIL (LPC) 2014-2015 GRANT FUNDING**

## **Resolution:**

To hear, consider and act upon the following resolution:

RESOLVED, that funds be transferred from an increase in grant revenue in the amount of \$5,675 to cover the cost of programs sponsored by Fairfield Cares Community Coalition, Fairfield's Local Prevention Council, which develops alcohol, tobacco and other drug abuse and suicide prevention initiatives; and

FURTHER RESOLVED, that the First Selectman is authorized to make, execute, and approve on behalf of the Town of Fairfield, any and all contracts or amendments thereof with the Regional Youth/Adult Substance Abuse Project (RYASAP). These costs are 100% reimbursable by a 7/1/14-6/30/15 State of Connecticut Department of Mental Health and Addiction Services Grant to Local Prevention Councils, administered by RYASAP.

## **BACKGROUND**

From 1988 until 2012, ACT (Adults and Children Together) served as Fairfield's designated Local Prevention Council (LPC). Working as a local partner of RYASAP (Regional Youth/Adult Substance Abuse Prevention Project), the group was supported by an annual grant of \$5,675 from the CT Department of Mental Health and Addiction Service's (DMHAS) grant program to support local prevention councils.

In 2009, a separate task force was formed under the name of Fairfield Cares Task Force on Alcohol and Health. This group was working parallel to ACT, and in 2012 the decision was made to merge the groups and combine efforts. At that time, members of both groups came together and the First Selectman designated the newly formed Fairfield Cares Community Coalition as Fairfield's Local Prevention Council (LPC). Members of the coalition include a broad spectrum of key stakeholders from youth and town serving organizations.

The grant comes from the same source as in the past (DMHAS) and is used for the same types of activities as it was during ACT's tenure. This grant is designed to foster the continued development of local, municipal-based activities focused on the prevention of Alcohol, Tobacco and Other Drug use. Grant recipients must choose at least two of six prevention strategies: 1) Information Dissemination 2) Education 3) Community Based Processes 4) Alternatives 5) Problem Identification and Referral and 6) Environmental.



**FAIRFIELD CARES COMMUNITY COALITION  
LOCAL PREVENTION COUNCIL (LPC) 2014-2015 GRANT FUNDING**

**GRANT PROPOSAL**

**Tobacco Prevention Activities - \$1,000**

The grant requires that \$1,000 be spent in this area. Funds will support school based tobacco prevention programming for 7th and 12th grade students in partnership with the Smokestoppers program from St. Vincent's Swim Across the Sound.

**Substance Abuse Prevention Efforts / School Partnerships - \$2,500**

Funding to Fairfield's middle school and high school PTAs for substance abuse prevention programs.

**Community Prevention Activities - \$1,500**

**Parent Connect Program through Fairfield Counseling Services - \$1,000**

An informal parenting group facilitated by a master level mental health clinician and a counseling intern, provides a 60 minute networking group targeted to elementary, middle and high school aged parents interested in sharing parenting strategies and current child development education. Ongoing meetings.

**Creating Lasting Family Connections - \$500**

CLFC is listed on the National Registry of Evidence-Based Programs and Practices. The curriculum includes defining family responsibilities, strengthening communication skills, and establishing new patterns of interaction among family members. Programming will be geared to 5th and 6th grade families and requires a regular time commitment over a period of several weeks.

**Publicity - \$675**

These funds will be used to construct a coalition website, and create brochures, event flyers, media campaigns and educational materials. All publicity efforts are geared to information dissemination and education, as the grantors require.

**TOTAL - \$5,675**

The above allocations were agreed upon by members of the Fairfield Cares Community Coalition at its July 22, 2014 meeting.



# Fairfield Cares Community Coalition

We are a community collaboration among Town, schools, parents, business, law enforcement, clergy and other youth serving organizations dedicated to substance abuse prevention, positive youth development and the promotion of healthy lifestyles.

## Sub-committees:

- Substance abuse prevention
- Wellness
- Research/Resources
- Publicity

## Summary of Accomplishments:

### Substance Abuse

- 5<sup>th</sup> year of Freshman Forum on underage drinking at both High schools
- 2 year social norms print campaign to students regarding alcohol use
- 4<sup>th</sup> year of Prom season postcards to parents of juniors and seniors at the two high schools and Fairfield Prep reminding parents of the consequences of allowing underage drinking and encouraging them to have clear and consistent messages discouraging alcohol use.
- Program for seniors on transition to life after high school
- High school programs on Stress and the teenage brain (January)
- Marijuana/Prescription Drug abuse presentation and panel Q&A (April)
- Information sheets on marijuana and Prescription Drug use
- Produced Posters to publicize the Anonymous Medication Drop Box located in the Fairfield Police Department lobby

### Wellness:

- Suicide prevention – 4 coalition members trained as trainers for QPR (Question, Persuade, Refer), a suicide prevention program
- Hosted QPR training for all certified staff at both high schools
- Delivered QPR to PTA at Fairfield Ludlowe High School
- 40 community stakeholders trained in CONNECT suicide prevention
- Introduced Fairfield Cares to Town Youth Council
- Year 2 of Parent Connect program through Fairfield Counseling Services
- Successful outreach to Middle school PTA representatives and MS administrative leadership team

### Research/Resources:

- 2<sup>nd</sup> ever Parent Survey
- Continued Implementation of RYASAP Youth Survey

### Publicity:

- Developed Fairfield Cares Logo
- Created Fairfield Cares Facebook page
- Produced Medication Drop Box Ad-Notes to run on Fairfield Citizen Newspaper publicizing Drop Box at Fairfield Police Headquarters



## **Fairfield Cares Community Coalition**

### Moving Forward:

As the community's designated Local Prevention Council, we seek to be the vehicle for coordination of community-wide prevention efforts. This year's focus on alcohol, tobacco, marijuana, prescription drugs and suicide prevention will include efforts to further engage community stakeholders, provide resources to parents and youth and continue to create community norms and systems that will provide for positive youth development and promote healthy lifestyles.



## **Chapter 74. FairTV**

### **Sec. 74-1. Declaration of intent: FairTV.**

There is hereby established a program for the recording (video & audio), production, editing, live broadcast, re-broadcast and internet streaming of the Town of Fairfield Education and Government meetings. The program shall provide the residents of the Town of Fairfield the ability to view government and education meetings as prescribed herein.

### **Sec. 74-2. Implementation.**

The FairTV Commission shall have the responsibility and shall oversee the implementation of this ordinance.

### **Sec. 74-3. FairTV Broadcast System Manager (BSM).**

- A. The BSM shall be appointed for a term of one year by the FairTV Commission and shall report directly to the FairTV Commission.
- B. The BSM shall administer the programing and coordinate all activities as directed by the FairTV Commission.
- C. The BSM shall develop a system of operations manual, acquire and maintain the appropriate equipment and act as custodial agent of the equipment; all such equipment shall remain the property of the FairTV Commission.
- D. The BSM shall have the power to engage and directly supervise video producers, technicians, interns and any other staff necessary to carry into effect the charge of the FairTV Commission.

### **Sec. 74-4. Primary Content.**

FairTV shall record, produce, broadcast, re-broadcast and internet stream gavel to gavel regularly scheduled meetings the Town of Fairfield's:

- A. Representative Town Meeting
- B. Board of Education
- C. Board of Selectmen
- D. Board of Finance
- E. Town Plan & Zoning Commission

### **Sec. 74-5. Secondary Content.**

With the consent and approval of the FairTV Commission, additional programming related to Fairfield Town government and Fairfield Public Schools meetings, events, ceremonies, parades, athletic competitions and channel appropriate, non-partisan informational programming created by FairTV Commission may be produced.

### **Sec. 74-6. Secondary Content Inhibitor.**



The Primary Content must be completely assigned, scheduled and appropriately funded prior to the consideration or additional program production of Secondary Content is undertaken.

**Sec. 74-7. Special Meeting Programming,**

Programming and production to cover Special Meetings of Primary Content government and educational activities shall be at the discretion of the FairTV Commission; provided that time and financial considerations of current and planned Primary Content shall not be affected.

**Sec. 74-8. Emergency Programming.**

The FairTV Commission shall provide for the immediate broadcast and release of Emergency Bulletins properly decreed by the Public Safety Authorities of the Town of Fairfield through agreement with those authorities.

**Sec. 74-9. Rights of Use**

No elected official may produce, host or be featured in Secondary Content programming.

**Sec. 74-10. Commission Created; membership; compensation.**

- A. There shall be a FairTV Commission which shall consist of five (5) members who must be electors and residents of the Town of Fairfield. No more than two (2) members shall be members of the same political party. These members shall be recommended by unanimous consent of the Board of Selectmen and shall be appointed to the FairTV Commission by majority consent of the RTM. The BSM shall serve as an ex-officio member of the FairTV Commission without vote.
- B. No member of the FairTV Commission shall receive compensation for service. The BSM shall receive compensation for any prescribed duties.
- C. Prescribed duties and compensation of the BSM shall be under the sole purview of the FairTV Commission.
- D. The BSM, and all other designated agents of the BSM and/or Commission, shall serve at the pleasure of the Commission.

**Sec. 74-11. Term of Office; removal; officers.**

- A. The term of all members shall run for three (3) years, except that the initial terms shall be staggered as follows: one initial term of at least one (1) year, two initial terms of at least, but no more, than two (2) years, two initial terms of at least, but no more, than three (3) years so that the terms of not more than two (2) members shall terminate in any single year.



- B. If a member resigns or is removed for any reason before his or her term expires, a replacement shall be appointed within two (2) months of termination by the RTM in accordance with Section 74-10.A. to complete that term. A Commission member may be removed by a vote of the Board of Selectmen for good cause, upon request of the Commission. Failure to attend four (4) consecutive meetings without good reason shall constitute good cause for removal.
- C. The Commission shall elect a Chairperson, Vice Chairperson and Secretary. The Commission may form subcommittees to address specific duties of the Commission.
- D. A quorum at any such meetings shall consist of a majority of the voting membership.

**Sec. 74-12 Jurisdiction.**

- A. The FairTV Commission shall direct and supervise the activities of the FairTV System for the express purpose of recording (video & audio), producing, editing, live broadcast, re-broadcast and internet streaming of the Town of Fairfield Education and Government meetings.
- B. Policy making decisions, administration of the day-to-day operational aspects and general supervision of the System shall be the sole responsibility of the Commission.
- C. Adopt such regulations as it deems appropriate to assure procedures for the orderly and prompt performance of the Commission's duties.

**Sec. 74-13 Professional Services.**

The Commission shall have the authority to enter into contracts and/or agreements for professional services. The BSM, and all other designated agents of the BSM and/or Commission, shall serve under professional service contracts.

**Sec. 74-14 Powers and duties.**

The purpose of the FairTV Commission shall be to oversee the FairTV Broadcast System. The system includes FairTV Education, FairTV Government and FairTV on Demand. The Commission shall adopt policies and procedures that shall:

- A. Provide for cost effective broadcast operations.
- B. Deliver broadcast content of the legislative, educational, executive, financial and land use meetings of the Town of Fairfield.
- C. Develop and adopt policies and procedures for broadcast system operations and standards.
- D. Develop, approve and adopt professional service agreements for the BSM and all other persons, firms or parties the Commission deems necessary in the course of operations.
- E. Acquire, provide and maintain equipment necessary for the timely execution of the Commission's duties.



- F. The Commission shall be responsible for the custodial oversight of all such equipment and shall adopt policies for the proper preservation and care of such equipment.
- G. Serve as the Town of Fairfield and the Fairfield Board of Education representatives to the Cable Advisory Council of Area 2 (CAC2).

**Sec. 74-15      Budget Appropriations and Funding**

- A. Effective with the adoption of this ordinance by the RTM and the appointment and installation of members to the FairTV Commission funds appropriated, encumbered and/or designated for the operations of FairTV in the current fiscal year held in the Information Technology Department Budget shall henceforth be the sole responsibility of the FairTV Commission.
- B. Funds appropriated in the approved budget for the ensuing fiscal year shall henceforth be the sole responsibility of the FairTV Commission.
- C. The FairTV Commission shall prepare, present and oversee budget appropriations for the FairTV System.
- D. The BSM upon direction and approval of the FairTV Commission shall have authority to direct the expenditure of funds that have been appropriated.
- E. Funds approved and appropriated shall be maintained and accounted for by the Finance Department.



# **Alternate Side of the Street Parking Restrictions**

In order to better facilitate snow and ice removal during winter events, alternate side of the street parking prohibitions will exist on all streets in the Town of Fairfield during a snow storm.

A. A parking restriction will go into effect when snow accumulation on a public roadway is forecasted to exceed two inches or more, or is declared by the First Selectman or his/her designee. The duration of this parking restriction will last until the snow has been removed from the street to the extent that vehicles can safely travel on the particular street.

B. Alternate side of the street parking shall mean that parking will only be allowed on the even "house numbered" side of the street, for the first 24 hours, commencing from the time that the storm is declared. At the conclusion of this 24 hour period, vehicles are prohibited from parking on the even house numbered side of the street and allowed only to park on the odd "house numbered" side of the street for the next 24 hour period.

C. While the parking restrictions are in place, the owner of any vehicle found standing or parking on the wrong side of any public roadway, may be fined not more than \$99.00 (or the maximum permitted by state law) and the vehicle may be towed.

E. This ordinance shall exclude the State Roads within the town limits.

F. It shall be the duty of the Fairfield Police Department to ensure that the provisions of this ordinance section 91-3, of the Town Code is duly enforced.

Sponsored By ;

Ruth Smey  
Hal Schwartz  
Peter Ambrose  
Hank Ference  
Liz Zezima  
Carol Pontrelli