

**BOARD OF FINANCE
MINUTES OF REGULAR MEETING
April 6, 2010**

The Regular Monthly Meeting of the Board of Finance was held on Tuesday, April 6, 2010 at 7:30 p.m. in the Board of Education Administrative Offices, Seminar Room 300, 501 Kings Highway East, Fairfield, Connecticut.

MEMBERS PRESENT

Chairman Thomas Flynn, Robert Bellitto Jr., Ken Brachfeld, James Brown, Mary LeClerc, Robert Stone

MEMBERS ABSENT

Christopher DeWitt, Kevin Kiley, Michael Tetreau

ALSO PRESENT

Paul Hiller, Chief Fiscal Officer and Clerk of the Board of Finance
Kenneth Flatto, First Selectman, Town of Fairfield
Bonnie McWain, Director of Finance, Board of Education, Town of Fairfield
Richard White, Director of the Department of Public Works, Town of Fairfield
Scott Bartlett, Supervisor, Department of Public Works, Town of Fairfield
Frank Cleary, Bond Counsel, Town of Fairfield
Sue Brand, Chair, Board of Education
Gerry Lombardo, Director of Park & Recreation, Town of Fairfield
Sal Morabito, Manager, Const/Sec/Safety, Board of Education

ACTION TAKEN:

1. Approved the minutes for the BOF meetings of February 24, 2010, March 2, 2010, March 4, 2010, March 8, 2010, March 10, 2010.
2. Approved to postpone until date certain of May 4, 2010 any action on agenda items 2, 3, and 4.

Chairman Flynn called the meeting to order at 7:34 p.m.

Mr. Flynn noted that Kevin Kiley was on the telephone, via speakerphone, and therefore was eligible to vote on any items that might come before this meeting tonight.

AGENDA

1. To approve the minutes for the Board of Finance Special Meeting on February 24, 2010
the Board of Finance Regular Monthly Meeting of March 2, 2010
the Combined Board of Selectmen & Board of Finance Public Budget Hearing of
March 2, 2010
the Combined Board of Selectmen & Board of Finance Public Budget Hearing of
March 4, 2010
the Combined Board of Selectmen & Board of Finance Public Budget Hearing of

March 8, 2010
the Combined Board of Selectmen & Board of Finance Public Budget Hearing of
March 10, 2010
the Board of Finance Special Meeting of March 10, 2010.

On a motion from the Board, the minutes of the Board of Finance Special Meeting on February 24, 2010, the Board of Finance Regular Monthly Meeting of March 2, 2010, the Combined Board of Selectmen & Board of Finance Public Budget Hearing of March 2, 2010, the Combined Board of Selectmen & Board of Finance Public Budget Hearing of March 4, 2010, the Combined Board of Selectmen & Board of Finance Public Budget Hearing of March 8, 2010, the Combined Board of Selectmen & Board of Finance Public Budget Hearing of March 10, 2010, and the Board of Finance Special Meeting of March 10, 2010 were approved with a vote of 6 yeas, 0 nays, 0 abstentions.

2. To hear consider and adopt the Bond Resolution entitled, "A Resolution Appropriating \$1,665,000 for the Costs of Certain Capital Projects and Authorizing the Issuance of Bonds to Finance such Appropriation" consisting of three pages, a copy of which is attached hereto.
3. To hear, consider and adopt the Bond Resolution entitled, "A Resolution Appropriating \$3,000,000 for the Costs of Replacing Windows at Fairfield Ludlowe High School and Authorizing the Issuance of Bonds to Finance such Appropriation" consisting of three pages, a copy of which is attached hereto.
4. To hear, consider and adopt the Bond Resolution entitled, "A Resolution Appropriating \$2,900,000 for the Costs of Road Paving and authorizing the Issuance of Bonds to Finance such Appropriation" consisting of three pages, a copy of which is attached hereto.

Chairman Flynn noted that Agenda Items 2, 3 and 4 were discussed during the Budget Hearings and the RTM is currently in the middle of the Budget Process. Mr. Flynn noted that there is a level of concern that the RTM will have too much to review if these items are forwarded to them at this time so it was his suggestion that the Board of Finance should discuss these 3 items tonight and vote on them at the next BOF meeting in May.

Mr. Stone said he agrees with Mr. Flynn and he personally would like to wait to vote on these items until after the RTM votes on the budgets.

Mr. Brachfeld also agreed with Mr. Stone and added that the DPW has \$750,000 in their budget for paving so they could begin that project.

Mr. Brown stated that the proposed delay in acting on these items would give the Board adequate time to review the total debt service.

Mrs. LeClerc expressed her disappointment that she was not informed of this suggestion before she rushed to get to this meeting tonight.

Mr. Flatto stated his concern about giving the RTM information about these items if no vote is taken this evening. Mr. Flatto suggested that the Board allow Mr. White to discuss the timetable for the paving work. Mr. Bartlett informed the Board that, in his opinion, there are 2 risks in postponing any action. One risk is that the timetable would need to be moved back since the funding is usually available in May and it would not be available until June if no action is taken tonight. The other risk, as Mr. Bartlett

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informed the Board, is that asphalt costs historically rise quickly in the late spring and if asphalt costs more then less paving will be done.

Mr. Morabito noted that the design work for Dwight School has been done so that project is ready to go. Mr. Morabito also informed the Board that the work for Tomlinson Middle School involves abatement which must be done when students are not present so that work needs to be done over the summer or the work will cost more since it would need to be spread out over the course of the school year when students are not in school. Mr. Morabito also reported that the design work for the windows at Fairfield Ludlowe High School still needs to be done.

Mr. Flynn remarked that the timing for Capital projects needs to be reviewed; there is not enough slack in the schedule for follow-up questions.

Ann Stamler, RTM member, stated that it was her understanding that the April RTM meeting is for discussing capital projects and the May 3, 2010 meeting is to discuss and act on the operating budget. Mr. Hiller and Mr. Flatto informed everyone that the schedule mentioned by Ms. Stamler is not a legal requirement and the intent is to allow the RTM sub-committees to hear from the various department heads. Mr. Flatto also stated that the operating budget must be voted on by the RTM at their May meeting as stated in the Town Charter.

Mrs. Brand noted that there are two different funding processes going on at the same time. Mrs. Brand stated that she cannot speak for the Board of Education because she has not been authorized to do so but, in her opinion, presenting these items earlier in the process would help greatly; most school work should be done over the summer and an earlier submittal would facilitate this.

Mr. Kiley stated that he was in agreement with the idea of postponing any action on these 3 items until the May 4, 2010 meeting of the BOF.

Mr. Brachfeld stated that bonding questions could be discussed tonight and any answers to questions could be made available at the next meeting of this board.

Discussion of Agenda Item #2

Softball Field

Mr. White and Mr. Lombardo informed the Board that the DPW will do some of the work for this project at a cost of about \$100,000 which would reduce the amount requested from \$450,000 to \$350,000. Mr. Lombardo also reported that the league plans on doing fundraisers in an effort to raise \$100,000 for extras such as a scoreboard, press box, players benches, etc. Mr. Lombardo also mentioned that the girls field has different dimensions then the boys field.

Oil Tanks

Mr. White was asked to research whether the Town is required to remove underground oil tanks

Discussion of Agenda Item #3

The Board asked Mr. Morabito is detail bids can be received before any bonding has been approved. Mr. Morabito said that generally detailed bids are not received until the project goes out to bid. Mr. Morabito also informed the Board that the architect needs to develop specifications for the over 1,000 windows involved in this project since the windows are of varying dimensions. Mr. Morabito also noted that design drawing also need to be done and funding is required to pay for that work. Mr. Morabito said that the contractor who originally gave the BOE a pricing estimate has specifications for the windows and gave the BOE reliable pricing.

Mr. Flatto stated that getting detailed bids contingent to funding is rarely done and the public bidding process takes about 4 – 8 weeks.

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The Board asked Mr. Morabito, after expressing their concern with the rise in the costs for this project from about \$1,000,000 to \$3,000,000, to provide the BOF with all roll forward costs for the windows project at FLHS.

Mr. Flynn asked Mr. Flatto for a list of all capital projects and a summary explanation.

Mr. Flynn also asked Mr. Flatto for a list of estimated useful life of all products i.e. BANS, bonds, etc. as listed in paragraph 6 of the Bond Resolution.

Discussion of Agenda Item #4

Mr. White reviewed his report showing what can be done at varying levels of funding i.e. \$2.9M, \$2.6M, \$2.3M, etc.

Mr. Bellitto Jr. moved and Mr. Brown seconded to postpone any action on agenda items 2, 3 and 4 to date certain of May 4, 2010 at the regular Board of Finance Regular Monthly Meeting. Motion passed with a vote of 6 yeas, 1 nay (LeClerc), 0 abstentions.

5. To hear, consider and act upon any communications.

Mr. Hiller informed the Board that good estimates on the July bond issue should be available by the May 4, 2010 Board of Finance meeting.

6. To hear consider and act upon any other business which shall properly come before this meeting.

Mr. Brachfeld stated that the waterfall report just doesn't feel right; the picture is not clear with the current reports that are available; more details are needed i.e. legend to connect the verbal with the numerical.

Mr. Flatto was asked to update the "green sheet" report of what is coming up for capital projects.

The meeting was adjourned at 9:05 p.m.