

**BOARD OF FINANCE
MINUTES OF REGULAR MEETING
October 5, 2010
*****REVISED*******

The Regular Monthly Meeting of the Board of Finance was held on Tuesday, October 5, 2010 at 7:30 p.m. in the Board of Education Administrative Offices, Seminar Room 300, 501 Kings Highway East, Fairfield, Connecticut.

MEMBERS PRESENT

Robert Bellitto Jr., Ken Brachfeld, James Brown, Christopher DeWitt, Kevin Kiley, Mary LeClerc, Robert Stone, Michael Tetreau

MEMBERS ABSENT

Thomas Flynn

BOARD OF SELECTMEN

Kenneth Flatto

ALSO PRESENT

Paul Hiller, Chief Fiscal Officer and Clerk of the Board of Finance
Bonnie McWain, Director of Finance, Board of Education
Roger Autuori, Registrar of Voters
Thomas Bremer, Chief of Staff, First Selectman's Office
Edward Boman, Department of Public Works
Michael Zembruski, Director of Solid Waste and Recycling Department
Melanie Marks & David Sturges, Gardener's Cottage Cultivation Committee (GCCC)
Al Kelly, Chair, Special Projects Standing Committee (SPSC)

ACTION TAKEN:

1. Approved the minutes of the Board of Finance Special Meeting held on August 30, 2010 and the minutes of the Board of Finance Regular Monthly Meeting held on September 7, 2010.
2. Approved to amend Agenda Item #3 to read, "To hear, consider, and approve the adopted resolution from the October 5, 2010 Board of Selectman Meeting regarding Items B and C as presented at tonight's meeting
3. Failed to approved amended Agenda Item #3, "To hear, consider, and approve the adopted resolution from the October 5, 2010 Board of Selectman Meeting regarding Items B and C as presented at tonight's meeting with a vote of 0 yeas, 6 nays, 1 abstention (Tetreau)
4. Approved unanimously a Sense of the Body Motion stating to go forward with the tax module RFQ and possible purchase.

5. Approved to table Agenda Item #5, To hear a report and recommendations from the Budget Sub-Committee of the Board of Finance to a date certain of the next Quarterly Review Meeting of the Board of Finance at the start of the meeting.

Vice Chair Mary LeClerc called the meeting to order at 7:34 p.m.

AGENDA

- 1 To approve the following Board of Finance meeting minutes:

- a) Board of Finance Special Meeting Minutes of August 30, 2010
- b) Board of Finance Regular Monthly Meeting Minutes of September 7, 2010

On a motion for the Board, the minutes of the Board of Finance Special Meeting held on August 30, 2010 and the Minutes of the Board of Finance Regular Monthly Meeting held on September 7, 2010 were approved unanimously.

2. To hear a review of the budgetary results of the Solid Waste & Recycling Department for the last three (3) fiscal years and a review of current enforcement policies for delivery of solid waste.

Michael Zembruski and Edward Boman presented this item to the Board. Mr. Zembruski stated that tonnage has escalated some recently but is still below budgetary estimates. Mr. Boman stated that enforcement of commercial haulers is always difficult but is still an ongoing effort. Mr. Boman reported that each town in the consortium has a minimum tonnage commitment which is ameliorated by several factors included overages by other communities in the plan which might be used to add to Fairfield's tonnage amounts to bring the town up to its required minimum.

3. To hear, consider, and approve a transfer from the contingency account to the Parks and Recreation professional services account in the amount of \$20,000 regarding a lease with the Chamber of Commerce and the Friends of Sturges Gardener's Cottage, and to further approve the acceptance of a CT STEAP grant in the amount of \$100,000 and to authorize the First Selectman to execute such grant agreement with the State.

First Selectman Flatto, Melanie Marks and David Sturges presented this item to the Board. Mr. Flatto distributed some updated data to the Board and then reviewed the history of the project. Mr. Flatto informed the Board that the Board of Selectmen adopted the above listed items in agenda item #3 as well as a lease agreement between the Town and the Chamber of Commerce at their meeting held earlier in the day. Mr. Flatto also informed the Board that the state approved the STEAP grant for \$100,000. Mrs. Marks and Mr. Sturges reported that timing is essential in moving

this project forward because the owner of the property has delayed his expansion plans for several years while trying to save the historic cottage and it is his desire to begin his project as soon as possible.

Mr. Flatto reported that Fischel Properties, one of the tenants at the proposed site for the cottage, is paying to have the new parking lot paved and a copy of the agreement between the Town and Fischel Properties regarding the paving of the new parking lot will be provided to the Board. The architect for this project stated that this is a beautiful building and, architecturally, it should be saved. It was his opinion that dismantling the cottage is the proper way to approach this project and he has performed this type of work successfully many times in his career.

Mr. Kiley left the meeting at this point in the discussions.

Mr. Flatto responded to questions from the Board regarding potential costs for the entire project. Mr. Flatto stated that the estimated total cost could be between \$300K - \$400K but this cost would not be from the Town but rather the responsibility of the GCCC through fundraising efforts on their part. Mrs. Marks explained that Mr. Tortora, the owner of the property where the cottage now stands, has pledged to provide \$20K toward the dismantling and removal of the cottage if the Town would also pledge \$20K. Mr. Tortora has agreed to store the dismantled cottage on his property until the project can move forward. Mrs. Marks further explained that the cottage must be taken down by January 2011 so that Mr. Tortora can start his building project. Mrs. Marks also stated that if the cottage cannot be removed by that time, it will be destroyed.

PUBLIC COMMENT

None

Mr. Bellitto, Jr. moved and Mr. DeWitt seconded to amend Agenda Item #3 to read, "To hear, consider, and approve the adopted resolution from the October 5, 2010 Board of Selectman Meeting regarding Items B and C as presented at tonight's meeting
Motion carried with a vote of 6 yeas, 0 nays, 1 abstention (Tetreau).

Several Board members expressed their concerns with this project due to the many unanswerable questions that still exist, the questions regarding ownership details, and potential future costs to the Town that cannot be determined at this time.

Mr. Flatto stated that he would welcome the opportunity to come back and request this again. Mr. Flatto stated that \$20K is needed to start this project and that should be the only expense for the Town, Mr. Flatto also noted that there is no way to develop a legitimate *budget* in a timely fashion and since this project is being done by a private committee, the Town would not bid this project. Mr. Flatto stated that we need to take a risk that the \$20K is not wasted but there are no guarantees available.

PUBLIC COMMENT

None

Mrs. LeClerc moved the amended motion.

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Motion failed with a vote of 0 yeas, 6 nays, 1 abstention (Tetreau).

4. To hear a review by the First Selectman's Chief of Staff of the MUNIS system and current financial status of the appropriation. Further, to discuss the utilization of the remaining funds for the acquisition, implementation, and training of a new tax collection software system.

Thomas Bremer presented this item to the Board.

Mr. Bremer stated that the systems have been implemented and are running, the project came in \$200K under budget and the project is done. Mr. Bremer stated that upgrades need to be implemented frequently to keep up with industry changes. Mr. Bremer then stated that the Town tax system, which was not part of this project, is very old and is no longer supported. Mr. Bremer asked if, since the MUNIS project came in \$200K under budget, should the Town purchase the tax system component for about \$200K and bring that component up to date. Mr. Flatto stated that Bond Counsel had informed him that legally, bond proceeds could be used to purchase the tax system with the remaining funds. Mr. Flatto also noted that, in his opinion, a sense of the body would be sufficient to allow the purchase of the tax module to proceed.

Mr. Stone moved and Mr. Bellitto, Jr. seconded to approve a Sense of the Body Motion stating to go forward with the tax module RFQ and possible purchase.

Motion carried unanimously.

5. To hear a report and recommendations from the Budget Sub-Committee of the Board of Finance.

Mr. Bellitto, Jr. moved and Mr. Stone seconded to table Agenda Item #5 to a date certain of the next Quarterly Review Meeting of the Board of Finance at the start of the meeting.

Motion carried unanimously.

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

Mr. Kelly reported to the Board that he has some concerns that the remaining funds from the Sherman School annex project and the Osborn Hill annex project are to be used for the purchase of white boards and smart boards by the Board of Education. Mr. Kelly informed the Board that, in his opinion, those funds should not be spent in this manner but, should be returned to the Town. Mr. Kelly stated that it is his understanding that this equipment should not be part of a bonding package since this type of equipment does not have a 20 year life expectancy. Mr. Kelly also noted that this equipment is also in the specifications for Fairfield Woods Middle School and Stratfield School. Mr. Kelly stated that there are 400 classrooms in Fairfield and, at \$5k apiece, that could add up to \$2M for the Town.

Mr. Flatto stated that the SPSC voted to spend any leftover funds from the annex projects for smart boards for schools.

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

The meeting was adjourned at 11:32 p.m.