

**BOARD OF FINANCE**  
**MINUTES OF REGULAR MEETING**  
**June 1, 2010**

The Regular Monthly Meeting of the Board of Finance was held on Tuesday, June 1, 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., James Brown, Christopher DeWitt, Kevin Kiley (7:36), Mary LeClerc, Robert Stone, Michael Tetreau

**MEMBERS ABSENT**

Ken Brachfeld

**BOARD OF SELECTMEN**

Kenneth Flatto (8:20), Sherri Steeneck, James Walsh

**ALSO PRESENT**

Paul Hiller, Chief Fiscal Officer and Clerk of the Board of Finance  
Richard White, Director of the Department of Public Works, Town of Fairfield  
Gerry Lombardo, Director of Parks & Recreation, Town of Fairfield  
Ellery Plotkin, Chairman, Parks & Recreation Commission, Town of Fairfield  
Sands Cleary, Director of Health, Town of Fairfield  
Thomas Steinke, Director of Conservation, Town of Fairfield  
Eileen Kennelly, Assistant Town Attorney, Town of Fairfield  
Jim Gallagher, Penfield Pavilion Building Committee member

**ACTION TAKEN:**

1. Approved the minutes of the Board of Finance Quarterly Review Meeting held on April 28, 2010 and the minutes of the Board of Finance Regular Monthly Meeting held on May 5, 2010.
2. Approved Agenda Items 5 – 8 as amended for Item #8.
3. Approved to appropriate \$22,500 for the 50kw generator proposed to be installed at Police Headquarters, and authorize the First Selectman to apply for and execute the grant agreement and accept the funds for this project (100% funded by state clean energy grant).
4. Approved to amend the wording in Agenda Item #10 to read, “Be it resolved that an increase in the estimated revenue from State Grants in the amount of \$22,500 be made to cover the costs for the 50kw generator proposed to be installed at Police Headquarters, and authorize the First Selectman to apply for and execute the grant agreement and accept the funds for this project (100% funded by state clean energy grant).”
5. Approved the amended Agenda Item #10.

Approved to reopen Agenda Item #9.

Approved to amend Agenda Item #9 to read as follows, “Be it resolved that an increase in the estimated revenue from State Grants in the amount of \$22,500 be made to cover the costs for the 50kw generator proposed to be installed at Police Headquarters, and authorize the First Selectman to apply for and execute the grant agreement and accept the funds for this project (100% funded by state clean energy grant).

Approved Amended Agenda Item #9.

Chairman Flynn called the meeting to order at 7:32 p.m.

Chairman Flynn asked for a moment of silence in memory of Walter Fitzgerald, husband of Assistant Superintendent of Schools – Human Resources Margaret Mary Fitzgerald.

### AGENDA

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

- a) Board of Finance Minutes of Quarterly Review, April 28, 2010
- b) Board of Finance Minutes of Regular Meeting, May 5, 2010

**On a motion from the Board, the minutes of the Board of Finance Quarterly Review Meeting held on April 28, 2010 and the minutes of the Board of Finance Regular Meeting held on May 5, 2010 were approved unanimously.**

Mr. Kiley arrived at the meeting at this time.

2. Item 2 – To hear, consider and adopt the Bond Resolution entitled “A Resolution Appropriating \$350,000 for the Costs of establishing a softball field on town owned property on Hoyden’s Lane and Authorizing the Issuance of Bonds to Finance such Appropriation” consisting of three pages, a copy of which is attached hereto. (Actual Bond Resolution to be distributed at the meeting.)

Mr. Lombardo, Mr. Plotkin and Mr. White presented this item to the Board.

Mr. Lombardo reviewed letters pertaining to this project that were submitted by various Town entities and residents. Mr. Lombardo also presented a quick preview of the project which includes an organic teaching garden on a portion of the property.

In response to questions from the Board, Mr. Lombardo reported the following:

- Irrigation will be installed at a later date at a cost to the league.
- There are no other fields in town that can be used for this purpose.
- The \$350K will be used for building the infrastructure for the future development of a park.

Mr. Flatto stated that an organic farm will be using this property on a limited basis and, hopefully, if successful here, will move eventually to the Haydu property at a later time.

Mr. Flatto also informed the Board that the RTM has prevue to set use restrictions on Town property. He added that if the RTM fails to set a designated use, the Conservation Commission, by default, is responsible for setting usage restrictions.

PUBLIC COMMENT

Sherry Steeneck, Selectman

She is in favor of this project. The girls need a field too. Title 9 was passed years ago. She asked that the parking and bathrooms not be eliminated from this project.

Kenneth Flatto, Selectman

Mr. Flatto said that the history of this parcel was that when it was purchased by the Town, the intent was for active recreation; the intent was to allow for a flat piece of property not near many homes; he doesn't want to maximize the use of the property; when bought, the property had no set plans for its use. He said that the overriding reason to build a field on this site is that field spaces have been the smallest cost projects in recent years.

James Walsh, Selectman

He listened to the girls who are involved with trying to get a field for their games. He said this is an equality issue and Title 9 was passed many years ago. He said the Town needs to support this issue. He supported the purchase of this land with the intent to be used as active open space.

**Mr. Tetreau moved and Mr. Bellitto Jr. seconded to adopt the Bond Resolution entitled "A Resolution Appropriating \$350,000 for the Costs of establishing a softball field on town owned property on Hoyden's Lane and Authorizing the Issuance of Bonds to Finance such Appropriation" consisting of three pages, a copy of which is attached hereto. Motion carried with a vote of 6 yeas, 1 nay (DeWitt), 1 abstention (LeClerc).**

3. To hear a presentation on the 10 Year Master Improvement and Financial Plan for the H. Smith Richardson Golf Course as presented by the Golf Commission.

Craig Curley, Chairman of the Golf Commission, presented a power point presentation and informed the Board that he was here to share with them the long term plans for the golf course (2010-2019).

4. To hear an update on the status of the Final Phase of the Penfield Pavilion reconstruction.

Jim Gallagher, Gerry Lombardo and Richard White presented this item to the Board.

Mr. White showed a computer presentation to the Board. Mr. White reviewed estimates for the project with the Board and he stated that the estimates were originally about \$3M but they are now at \$3.8M. Mr. White informed the Board that the original plans did not include a new electrical service for the building. Mr. White stated that the Building Committee will install a 3 phase service in the building at a cost of \$175K in addition to the \$3.8M estimate.

5. FIRST SELECTMAN

Request from the First Selectman:

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 Adults and Children Together, Fairfield's Substance Abuse Prevention Council; and

FURTHER RESOLVED, that Kenneth A. Flatto, First Selectman, is authorized to make, execute and approve on behalf of the Town of Fairfield, any or all contracts or amendments thereof with the Regional Youth/Adult Substance Abuse Project (RYASAP). These costs are 100% reimbursable by a

7/1/10-6/30/11 State of Connecticut Department of Mental Health and Addiction Services grant to Local Prevention Councils, administered by RYASAP.

6. DIRECTOR OF HEALTH

Request from the Director of Health:

RESOLVED, that an increase in the estimated revenue for Federal Grants in the amount of \$5,000 be made to cover the cost of Fairfield's continued efforts to further develop the Fairfield-Easton Medical Reserve Corps (MRC) and to promote the integration of the MRC unit into the local public health and emergency response system; and

FURTHER RESOLVED, that Kenneth A. Flatto, 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 National Association of County and City Health Officials (NACCHO) to conduct activities described in the NACCHO-MRC Capacity-Building Award with an anticipated contract period of September 15, 2010 – September 15, 2011. These costs are 100% reimbursable.

7. DIRECTOR OF HEALTH

Request from the Director of Health:

RESOLVED, that funds be transferred from an increase in grant revenue in the amount of \$7,395 to cover the cost of a Cardiovascular Disease Prevention Program focusing on Weight Management and Nutrition Education for adults age 18 and older served by the Fairfield Health Department; and

FURTHER RESOLVED, that, Kenneth A. Flatto, 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 State of Connecticut, Department of Public Health. These costs are 100% reimbursable by a 7/1/10-6/30/11 State of Connecticut Preventive Health and Health Services Block Grant.

8. DIRECTOR OF HEALTH

Request from the Director of Health:

RESOLVED, that funds be transferred from an increase in grant revenue in the amount of \$61,839 to cover the cost of Fairfield's continued planning in preparedness for, and response to, bioterrorism, pandemic influenza and other public health emergencies, and

FURTHER RESOLVED, that, Kenneth A. Flatto, 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 State of Connecticut Department of Public Health to conduct activities described in the Personal Service Agreement Log with regard to an August 31, 2009 through August 30, 2010 Cooperative Agreement Award from the Centers for Disease Control through the State of Connecticut. These costs are 100% reimbursable.

Items 5 – 8 were discussed by the Board as one item and were covered with one vote. The Board noted that the dates in Item #8 should be 8-31-2010 through 8-30-2011.

**Mr. Tetreau moved and Mr. Bellitto Jr. seconded to approve Agenda Items 5 – 8 as amended for Item #8.**

**Motion carried with a vote of 8 yeas, 0 nays, 0 abstentions.**

9. DIRECTOR OF PUBLIC WORKS

Be it resolved that the Town of Fairfield appropriate \$22,500 for the 50kw generator proposed to be installed at Police Headquarters, and authorize the First Selectman to apply for and execute the grant agreement and accept the funds for this project (100% funded by state clean energy grant).

Richard White and Edward Bowman presented this item to the Board.

Chairman Flynn requested Mr. Hiller to provide the Board with this proposal from the vendor. Mr. Hiller was also asked to highlight these cost savings on the quarterly reports.

PUBLIC COMMENT

None

**Mr. Bellitto Jr. moved and Mr. DeWitt seconded to approve to appropriate \$22,500 for the 50kw generator proposed to be installed at Police Headquarters, and authorize the First Selectman to apply for and execute the grant agreement and accept the funds for this project (100% funded by state clean energy grant).**

**Motion carried with a vote of 8 yeas, 0 nays, 0 abstentions.**

10. DIRECTOR OF PUBLIC WORKS

Be it resolved that the Town of Fairfield appropriate \$50,000 to conduct a study to determine the feasibility of installing a wind powered electric generator in the Town for use by municipal facilities and authorize the First Selectman to apply for and execute the grant agreement and accept the funds for this project (100% funded by state clean energy grant).

Richard White and Edward Bowman presented this item to the Board.

**Mr. Tetreau moved and Mr. Stone seconded to amend the wording in Agenda Item #10 to read, “Be it resolved that an increase in the estimated revenue from State Grants in the amount of \$22,500 be made to cover the costs for the 50kw generator proposed to be installed at Police Headquarters, and authorize the First Selectman to apply for and execute the grant agreement and accept the funds for this project (100% funded by state clean energy grant).”**

**Motion carried with a vote of 8 yeas, 0 nays, 0 abstentions.**

**Mr. Kiley moved and Mr. Tetreau seconded to approve the amended Agenda Item #10.**

**Motion carried with a vote of 8 yeas, 0 nays, 0 abstentions.**

**Mr. Flynn moved and Mr. Tetreau seconded to open Agenda Item #9.  
Motion carried with a vote of 8 yeas, 0 nays, 0 abstentions.**

**Mr. Tetreau moved and Mr. Kiley seconded to amend Agenda Item #9 to read as follows,  
“Be it resolved that an increase in the estimated revenue from State Grants in the amount of  
\$22,500 be made to cover the costs for the 50kw generator proposed to be installed at Police  
Headquarters, and authorize the First Selectman to apply for and execute the grant agreement  
and accept the funds for this project (100% funded by state clean energy grant).  
Motion carried with a vote of 8 yeas, 0 nays, 0 abstentions.**

**Mr. Kiley moved and Mr. Stone seconded to approve amended Agenda Item #9.  
Motion carried with a vote of 8 yeas, 0 nays, 0 abstentions.**

11. To hear an update from the First Selectman on the Metro Center Railroad Station and Parking Lot.

The First Selectman reviewed a handout with the Board. Mr. Flatto stated that the bid documents have been finalized and are out to bid, to be returned by June 9, 2010. Mr. Flatto further informed the Board that the private developer will handle his portion of the project through the escrow accounts. Mr. Hiller stated that the financial statements will reflect the money for this project as a capital project for invoice and income from grants from State and Federal sources.

Mr. Flatto informed the Board that any costs over \$28M will be the responsibility of the Town; the State will not spend more than the \$19M that has been approved for this project; options may be to scale back plans if the costs come near the \$28M mark.

Mr. Bellitto Jr. remarked that until the deeds are records, liens can still be placed against an executed deed; deeds from the private developer cannot be recorded until a bid has been noticed and received for work to be begun.

12. To hear a report from the Budget Subcommittee and recommendations for budget process.
13. To hear consider and act upon any communications.

Chairman Flynn asked the First Selectman to have an updated 5 year plan available for presentation to the Board in the early fall.

Chairman Flynn informed the Board that the group, We The People, has requested a meeting with the First Selectman and the Chair of the Board of Finance.

Mrs. LeClerc and Mr. Brown expressed interest in being involved with the operational audit.

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

The meeting was adjourned at 11:15 p.m.