

**BOARD OF FINANCE**  
**MINUTES OF REGULAR MEETING**  
**August 2, 2011**

The Regular Monthly Meeting of the Board of Finance was held on Tuesday, August 2, 2011 at 7:30 p.m. in Seminar Room 300, Board of Education Administrative Offices, 501 Kings Highway East, Fairfield, CT.

**MEMBERS PRESENT**

Robert Bellitto Jr., Ken Brachfeld, James Brown, Thomas Flynn, Kevin Kiley, Mary LeClerc, Robert Mayer (8:10), Robert Stone

**MEMBERS ABSENT**

Christopher DeWitt

**ALSO PRESENT**

Paul Hiller, Chief Fiscal Officer and Clerk of the Board of Finance  
First Selectman Michael Tetreau, Town of Fairfield  
James Walsh, Selectman, Town of Fairfield  
Richard Saxl, Town Attorney, Town of Fairfield  
Eileen Kennelly, Assistant Town Attorney, Town of Fairfield  
John Stafstrom, Pullman & Comley, Bond Counsel  
Pamela Iacono, Vice Chair, Board of Education, Town of Fairfield  
Richard Speciale, Chair, Special Projects Building Committee, Town of Fairfield  
Richard White, Director Public Works, Town of Fairfield  
George Wiles, Architect, Sherman School Building Project  
Joseph Centofanti, Kostin, Ruffkess and Company, LLC  
Anna Cutaia-Leonard, Director of Elementary Education, Board of Education  
Eileen Roxbee, Principal, Sherman School

**ACTION TAKEN:**

1. Approved the minutes of the Board of Finance meeting of June 7, 2011.
2. Approved to table any action on the minutes of the Board of Finance Special Meeting held on June 29, 2011 to a date certain of the Board of Finance Meeting scheduled for Tuesday, September 6, 2011.
3. Approved to go into Private Executive Session to discuss pending litigation with the Town Attorney.
4. Approved to come out of Private Executive Session and go back into Public Session.
5. Approved the request from the Director of Public Works for an appropriation of \$78,000 from the Water Pollution Control Authority (WPCA) Reserve Fund for combined heat and power feasibility study at the Wastewater Treatment plant, to be offset by a \$50,000 grant from the Connecticut Clean Energy Fund.
6. Approved to discuss and receive an updated report on the Sherman School Project.
7. Approved to hear, consider and act upon a request from the BOF Metro Center Subcommittee for the appropriation of \$15,000 from the Town Contingency Account for completion of the Subcommittee report.
8. Approved a request from the BOF Metro Center Subcommittee for the appropriation of \$15,000 from the Town Contingency Account for completion of the Subcommittee report.

Chairman Flynn called the meeting to order at 7:30 p.m.

### AGENDA

1. To approve the minutes of the Regular Monthly Meeting held on June 7, 2011.  
To approve the minutes of the Special Meeting held on June 29<sup>th</sup>, 2011.

**On a motion from the Board, the minutes of the Board of Finance meeting of June 7, 2011 were approved with a unanimous vote.**

**Mr. Flynn moved and Mr. Bellitto, Jr. seconded to table any action on the minutes of the Board of Finance Special Meeting held on June 29, 2011 to a date certain of the Board of Finance Meeting scheduled for Tuesday, September 6, 2011.**

**Motion passed unanimously.**

2. To discuss with the Town Attorney pending litigation (it is anticipated that this item will be heard in Private Executive Session).

**Mr. Bellitto, Jr. moved and Mr. Stone seconded to go into Private Executive Session to discuss pending litigation with the Town Attorney.**

**Motion passed unanimously.**

**Mr. Flynn moved and Mr. Bellitto, Jr. seconded to come out of Private Executive Session and go back into Public Session.**

**Motion passed unanimously**

Mr. Mayer joined the meeting at this point.

3. To hear, consider and act upon a request from the Director of Public Works for an appropriation of \$78,000 from the Water Pollution Control Authority (WPCA) Reserve Fund for combined heat and power feasibility study at the Wastewater Treatment plant, to be offset by a \$50,000 grant from the Connecticut Clean Energy Fund.

Mr. White and Mr. Tetreau reviewed details of this request with the Board. Mr. White stated that he has a signed agreement, signed by Ms. Steeneck, with the Connecticut Clean Energy Fund to insure that the Town will receive the anticipated grant money for this project.

PUBLIC COMMENT

None

**Mr. Flynn moved and Mr. Bellitto, Jr. seconded to approve the request from the Director of Public Works for an appropriation of \$78,000 from the Water Pollution Control Authority (WPCA) Reserve Fund for combined heat and power feasibility study at the Wastewater Treatment plant, to be offset by a \$50,000 grant from the Connecticut Clean Energy Fund.**  
**Motion passed unanimously.**

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

**Mr. Kiley moved and Mr. Mayer seconded to approve to discuss and receive an updated report on the Sherman School Project.**

**Motion passed unanimously.**

Ms. Iacono, Mr. Speciale, and Architect Wiles presented this item to the Board.

Ms. Iacono reviewed the history of the project with the Board and distributed a handout. Ms. Iacono stated that the Board of Education (BOE) had come before this Board one year ago with a request for funding for core upgrades at Sherman School. Ms. Iacono informed the Board that, due to FEMA regulations, the maximum amount that could be spent on this project, without requiring many additional FEMA mandates, was \$1.9M. Ms. Iacono stated that the funding request was granted at \$2.2M, which included soft costs not governed by the FEMA restrictions. Ms. Iacono also stated that Mr. Flatto, at that time, informed the BOE that the project must stay within the \$2.2M.

Ms. Iacono stated that the BOE had hired Turner Construction Company to prepare professional bid estimates for this project and, based on those bid estimates, the project was put out to the public bidding process. Ms. Iacono reported that after the bids were opened, and all of the bids were significantly over the project maximum, the BOE reviewed the elements of the project and came to the realization that, in the current market, this project could not be done for the approved \$2.2M, even if the scope of the project was modified to include only the most basic items.

Mr. Stafstrom stated that the Bond Resolution, as passed by the town bodies, was more general in nature while the back-up data that was attached to the Bond Resolution was very specific. Mr. Stafstrom stated that, in his opinion, the choices at this moment are to either scale back the project to the \$2.2M or modify the Bond Resolution.

There was lengthy discussion concerning the Turner bid estimate and the FEMA requirements for this project. It was noted that at the time of the request for the Bond Resolution, the project had received inaccurate bid estimates as well as faulty explanations of what was required under the FEMA regulations.

Ms. Iacono stated that the BOE requested tonight's presentation in hopes of getting this project moving forward. Ms. Iacono stated that there are concerns about escalating costs if this project is delayed another year and since the student population is increasing in this area, there will not be room enough for all of the students if the renovations are not completed in a timely fashion.

A discussion of timing followed and it was discussed that if the BOE moved on this project tonight, then the Board of Selectmen could move on it tomorrow afternoon and then it could possibly be put before the RTM next week. This scenario would allow the project to move along in a timely fashion as was originally planned. Ms. Iacono stated that the Sherman School community and staff are all set to operate the school while under active construction in an effort to accomplish the revisions as efficiently as possible.

Chairman Flynn stated that it has become apparent that the entire project needs to be reviewed to determine what is the best plan to move forward with this project in order to produce the best possible results at the best possible price point. Chairman Flynn further stated that the BOE will need the following items in order to review this request:

- Bond Resolution and BOS recommendation
- Building Committee needs to revisit the priorities
- Community input
- BOE views, especially the Chairman's input
- FEMA regulations review in writing
- all vetting documentation for bidding companies for this project

Chairman Flynn stated that, after hearing from the other members of the BOF, it was apparent that no one on the board is comfortable with fast tracking this request, therefore, it would be his suggestion that

the BOF deal with this item at their September meeting. Chairman Flynn stated that the bids that have been received are valid for 90 days (the bids were opened on July 13<sup>th</sup> so they are valid and binding until October 13<sup>th</sup>) and that should be enough time to carefully review this project.

**PUBLIC COMMENT**

Eileen Roxbee, Principal, Sherman School

She thanked the BOS BOF and the Building Committee for their consideration. She stated that the school is ready to go when the project is approved

Steve Baker, 22 Charles Street, Fairfield

He thanked the BOF for their consideration and he stated that a delay in the project could affect lead times

Meredith McCormack, Fairfield Beach Road

She thanked the BOF for their time and effort. She said that the school is already overcrowded and she would like to get it fixed once and in the right way and be done with the renovations.

Ken Lee, Rhoda Avenue

He echoed what several others had already said and he would rather see a month's wait in order to get it done right.

**Mr. Kiley moved and Mr. Brachfeld seconded to hear, consider and act upon a request from the BOF Metro Center Subcommittee for the appropriation of \$15,000 from the Town Contingency Account for completion of the Subcommittee report.**

**Motion passed unanimously.**

Mr. Kiley reported that the Subcommittee has met continually since it was formed and he hopes to have the final report by August 22, 2011. Mr. Kiley noted that there will still be several meetings, a draft report needs to be created and the \$15,000 will be needed to complete this task. Mr. Centofanti stated that he has found it to be more time consuming than originally thought to gather the requisite information from the various sources.

**PUBLIC COMMENT**

None

**Mr. Brachfeld moved and Mr. Flynn seconded to approve a request from the BOF Metro Center Subcommittee for the appropriation of \$15,000 from the Town Contingency Account for completion of the Subcommittee report.**

**Motion passed unanimously.**

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

The meeting was adjourned at 11:21 p.m.