

NOTICE

September 26, 2012

Members of the Board of Finance

Regular Monthly Meeting

The Regular Monthly Meeting of the Board of Finance will be held in the Seminar Room 300, Board of Education Administrative Offices, 501 Kings Highway East, Tuesday, October 2, 2012 at 7:30 p.m.

AGENDA

1. To approve the minutes of the Regular Meeting of September 4, 2012.
2. **DIRECTOR OF HEALTH**
To hear, consider and act upon the following resolution:

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 (FEMRC) and to promote the integration of the MRC unit into the local public health and emergency response system; 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 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, 2012 – September 15, 2013. These costs are 100% reimbursable.

3. **DIRECTOR OF HEALTH**
To hear, consider and act upon the following resolution:

RESOLVED, that funds be transferred from an increase in grant revenue in the amount of up to \$10,000 to cover the cost of a capacity building project to improve and enhance medical and public health functions that support emergency shelter operations, 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 Office of the Surgeon General (OSG), Division of the Civilian Volunteer Medical Reserve Corps (DCVMRG), in collaboration with the National Association of County and City Health Officials (NACCHO), to conduct activities described in the 2012-2013 MRC Capacity Building Award (CBA) contract. These costs are 100% reimbursable.

4. DIRECTOR OF HEALTH

To hear, consider and act upon the following resolution:

RESOLVED, that funds be transferred from an increase in grant revenue in the amount of up to \$15,070 (\$7535 per year of this two year contract) to cover the cost of a Cardiovascular Disease Prevention Program focusing on Policy/Environmental Change for citizens served by the Fairfield Health Department; 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 State of Connecticut, Department of Public Health. These costs are 100% reimbursable by a 9/1/12-6/30/14 State of Connecticut Preventive Health and Health Services Block Grant.

5. FIRST SELECTMAN

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 Adults and Children Together, Fairfield's Substance Abuse Prevention Council; 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 7/1/12-6/30/13 State of Connecticut Department of Mental Health and Addiction Services Grant to Local Prevention Councils, administered by RYASAP.

6. To follow-up discussion on Town of Fairfield Chief Fiscal Officer, (information requests), and status of BOF Clerk position and process.

7. To hear, consider and act upon a series of Transfers of Funds to correct overdrafts in department budgets as follows:

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|--------------|--|--------------|--|
| \$ 9,446.93 | From: Contingency | | |
| | To: First Selectman's Office Regular Payroll | \$ 9,446.93 | |
| \$280,898.40 | From: Contingency | | |
| | To: Legal Services-Fees and Professional | \$280,898.40 | |
| \$ 206.35 | From: Contingency | | |
| | To: Retiree Benefits-Life Insurance | \$ 206.35 | |

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|--------------|---|--------------|
| \$284,764.81 | From: Contingency | |
| | To: Human Resources-Heart and Hypertension | \$284,764.81 |
| \$135,853.61 | From: Contingency | |
| | To: Unemployment Compensation | \$135,853.61 |
| \$ 1,603.68 | From: Contingency | |
| | To: Hydrant and Water Services-Utilities | \$ 1,603.68 |
| \$ 695.20 | From: Contingency | |
| | To: Emergency Management-Regular Payroll | \$ 680.53 |
| | Emergency Management-Social Security | \$ 14.67 |
| \$ 9,819.69 | From: Contingency | |
| | To: Public Works Administration-Regular Payroll | \$ 9,819.69 |
| \$ 5,569.55 | From: Contingency | |
| | To: Building-Regular Payroll | \$ 5,569.55 |
| \$ 2,389.91 | From: Contingency | |
| | To: Solid Waste-Part-time Payroll | \$ 2,389.91 |

8. To hear, consider and act upon a request from the Fiscal Officer to approve Schedules "A", "B", "Supplemental C", "D", "E", and "F" (included with Agenda) carrying over funds for encumbrances and re-appropriations as of June 30, 2012 as supported by purchase orders or letters of request by Department Heads or the Fiscal Officer.
9. To discuss details and next steps required for Capital Planning Workshop Update scheduled for October 29, 2012.
10. To hear, consider and act upon any communications.
11. To hear, consider and act upon any business which shall properly come before this meeting.

Caitlin T. Bosse
Interim Clerk, Board of Finance

NOTE: All members of the Board are requested to notify the Clerk (256-3065) if they are unable to be present. A quorum is necessary to transact business, and your call will be appreciated.