

**BOARD OF FINANCE
MINUTES OF THE REGULAR MONTHLY MEETING**

The Regular Monthly Meeting of the Board of Finance was held in Seminar Room 300, Board of Education Administrative Offices, 501 Kings Highway East, and Fairfield CT on Tuesday evening, February 7, 2012 at 7:30 p.m.

Members of the Board of Finance present were, Robert Bellitto, Jr., Vice Chairman. James Brown, Christopher DeWitt (by phone conference), Ken Brachfeld, Mary LeClerc Kevin Kiley, Robert Stone, Elaine Gaffney.

ABSENT: Thomas Flynn

BOARD OF SELECTMAN

First Selectman, Michael Tetreau

ALSO PRESENT

Paul Hiller, Chief Fiscal Officer, Richard White, Director of Public Works, Erin Aichlar, Project Manager for Hoffman Architects, Al Kelly, Chairman of the Town Facilities Commission, John Safstrom, Bond Counsel.

1. To approve minutes of the Regular Monthly Meeting held on January 3, 2012.

The meeting minutes of January 3, 2012 was tabled to the following regular meeting.

2. To hear, consider and act upon a resolution to accept a Connecticut STEAP Grant 2012 in the amount of \$400,000 and to authorize the First Selectman to execute such grant agreement with the State, to reconstruct the Penfield Pavilion parking lot.

Richard White, director of Public Works, presented this item to the board. He noted in 2008 the Town received a \$400,000 STEAP grant to help offset the cost of replacing the east wing of the Pavilion. The town originally budgeted \$182,000 in the Penfield reconstruction project to pave the lot using DPW crews. Now the grant funding will free up that money to be used to install a wooden bulkhead on the Long Island Sound side of the pavilion. The earlier pavilion, sat lower on the beachfront, acting itself as a barrier to tidal surges. But the new pavilion had to be raised up to meet FEMA regulations.

Page Two

Mr. White also noted after a storm last March there was a tidal surge that ran under the building and out into the street, a skirt was put around the bottom of Penfield in an attempt to mirror the old building. It will be a traditional wooden bulkhead with 10-inch wooden pilings that are 20-feet long and driven into the ground 16 feet. There will also be tongue-and-groove planks driven into the ground.

Robert Bellitto asked if they received grant money to help pay for the bulkhead, because FEMA regulations had added to the flooding problem by requiring the pavilion to be raised.

Mr. White noted they have applied for a grant, but because there are so many priorities, it doesn't seem like it will be successful.

Mr. White also stated with respect to the parking lot, the new surface would be a mixture of traditional asphalt and pavers. The pavers have a hole in the center to allow water to return back into the ground, and would be used in the areas where cars are parked while the travel lanes would be paved with asphalt. It will be more aesthetically pleasing and environmentally beneficial, only the aisles of the lot where the cars travel will be traditional paving.

Mr. Brachfeld felt there was a financial liability, posed by the pavers. Women wearing high heels attending parties at the pavilion could easily twist or break their ankle in the paver holes.

Mr. White noted there will not be an open hole in the center of the paver. Not only is the opening small, there is compact substone layer, which will be filled in with sand and gravel. He also noted similar pavers are being used by shopping centers and universities with great success.

PUBLIC COMMENT

Jim Gallagher, Chairman of the Penfield Building Committee, thanked the board for their continued support and is in support of the proposed plans.

Kevin Kiley *moved* and Ken Brachfeld *seconded* to accept a Connecticut STEAP Grant 2012 in the amount of \$400,000 and to authorize the First Selectman to execute such grant agreement with the State, to reconstruct the Penfield Pavilion parking lot. Motion was approved with a vote of 8 yeas, 0 nays, 1 abstention (Tom Flynn).

Page Three

3. To hear, consider and act upon a request from the Town Facilities Commission for a Special Bond Appropriation in the amount of \$11,000,000 for the replacement of the Fairfield Warde High School Roof. Such Special Bond Appropriation to be funded by Twenty-Year General Obligation Bonds pursuant to the notice and Bonding Resolution.

Erin Aichler, project manager for Hoffman Architects, presented this item to the board. She discussed the report on the roof-replacement scope, specifications and estimates from Hoffman Architects. She also discussed the cost summary sheet, a 14-point information and justification document, and a second estimate from F.J. Dahill Co. She reported that construction, which will be done in four phases, is estimated at \$9.1 million, bidding and construction administration is expected to cost \$444,000, insurance costs are \$273,000, as are bonding costs. A \$910,000 contingency is included in the \$11 million total. Because the project will take four years to complete, the estimate includes an escalation of costs for each phase.

The board is in agreement of the school's roof, which had 185 leaks over a twelve month period, and needs to be replaced. What the board had difficulty with was the cost estimate for the project and the way bids are to be solicited for the job.

Mr. Kiley noted this project should have been done at least five years ago. He also noted he is not comfortable with some of the documents and was underwhelmed with the estimate, both in construction costs and accuracy.

The board had concerns about how the estimated \$30 per square foot cost broke down between material and labor, and a breakout of how much the roof warranty would cost.

Ms. Aichler noted that the cost estimates are based on the company's experience with similar projects using this particular double-layer roofing system. She also noted they have a lot of projects with this particular system and didn't think the cost of the project was overinflated. .

The board also voiced displeasure with the funding approval, which was being sought before the project went out to bid. This lets contractors know how much money the town is willing to spend. In the past, the town has sought bids on major municipal projects in the same way for decades. It was pointed out that the lowest qualified bidder is chosen in the public bidding process. While bidders may know the town has authorized spending up to \$11 million, contractors are not aware of what the lowest bid is until all the bids are opened at the same time.

Page Five

The roof was installed with an expected 15-year life span, but is now in its 21st year. While school officials have dealt with the many leaks as they occurred, the frequency of leaks are increasing, and concerns are growing about the possible growth of mold.

Mr. Bellitto asked Mr. Staffsen, Bond Counsel, if he had any concerns in terms of bonding because the project is being phased out in four years.

Mr. Staffsen noted his concern was if the town is going to proceed with the project, and they had an expected cost for the project, they should seek an authorization for the entire project, with the understanding and relying on the Finance Director not to spend money he doesn't need to spend.

Charlotte Leslie, 160 Hunter Road, had concerns about the building being very wet and asked the board for their support.

Gaylord Myer, District 1, asked before the board goes forward, to have more clarity and detail to numbers, especially with the warranties.

Mr. Kerry asked the board for their support to replace the roof because the leaks have escalated and is still waiting four years for completion.

Robert Stone *moved* and Kevin Kiley *seconded* to approve and act upon a request from the Town Facilities Commission for a Special Bond Appropriation in the amount of \$11,000,000 for the replacement of the Fairfield Warde High School Roof. Motion was approved with a vote of 8 yeas, 0 nays, 1 abstention (Tom Flynn).

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

Mr. Hiller distributed copies of the top twenty five delinquent taxpayers list, as well as a copy of the draft experience study report by Hooker and Holcolm for their review. He noted the report will be reviewed and discussed at the Pension Board meeting on Wednesday, February 8th, at Independence Hall

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

Mr. Brachfeld noted although electronic mail is counter-productive, he recommends going back to receiving agendas and attachments via mail.

Selectman Tetreau suggested in order to save on the cost of distribution and delivery, he recommends to continue receiving documents electronically and have Mr. Hiller bring one full copy of the agenda and attachments to each meeting for their review. The board was in favor of the same.

There being no further business to come before the Board, Ken Brachfeld *moved* and Elaine Gaffney *seconded* to adjourn the meeting at 9:50 p.m. *Motion passed unanimously.*

Respectfully submitted,

Josephine M. Keogh