

BOARD OF SELECTMEN SPECIAL MEETING FINAL MINUTES
September 23, 2014

A special meeting of the Board of Selectmen was held at 4:30 p.m. on Tuesday, September 23, 2014, in the first floor conference room of Independence Hall.

Members Present: First Selectman Michael C. Tetreau, Selectman Kevin P. Kiley,
Selectman Cristin McCarthy Vahey

Others Present: Soundview, Bob Mayer, Genny Reilly, Gerry Lombardo, Ken Camarro, Joe Michelangelo, KLC team and parents, Jim Bradley, Bill Hurley, Ken Betza, Tom Dubrosky, Don Leslie, Ian Bass, Patti Dyer, Ellery Plotkin, Kathleen Griffin, News 12, Judy Ewing, Kevin Chamberlain

1) CALL TO ORDER

First Selectman Tetreau called the meeting to order at 4:35 pm.

2) PLEDGE OF ALLEGIANCE

Following the pledge of allegiance, First Selectman Tetreau asked for a moment of silence for Eugene Krushinski, Dominic Antolini, George Zygmant and Amy Ambrose Way.

3) RECOGNITION

Recognition of Kids Leading Communities (KLC) For Numerous Local Volunteer Services
The Selectmen issued certificates of congratulations to each member of KLC. Caitie Betza spoke about the group.

First Selectman Tetreau then stated that Fairfield was one of only two towns in Connecticut to earn MONEY Magazine's Best Place to Live in the Nation. Fairfield came in at #44 and West Hartford ranked #45.

4) VACANCIES (for information only)

Shellfish Commission George A. Zygmant, (U), 76 Oxford Road, term 11/10 – 11/15 (Deceased: September 6, 2014)

5) RESIGNATIONS (for information only)

a) Employees Retirement Board Robert W. Malarkey, (D), 437 Papurah Road, term 11/11 – 11/16 (Resignation Date: August 15, 2014)

b) Parks and Recreation Commission Barbara P. Rifkin, (D), 38 Crest Terrace, term 11/09 – 11/14 (Resignation Date: August 27, 2014)

c) Penfield Building Committee William T. Sapone, (D), 143 Hulls Farm Road (Resignation Date: August 14, 2014)

d) Town Facilities Commission Nicholas F. Caruso, (R), 32 Nutmeg Lane, term 11/12 – 11/15 (Resignation Date: September 4, 2014)

6) DIRECTOR OF INFORMATION TECHNOLOGY (postponed from August 26)

To hear a report on the Computer Inventory and Equipment Replacement Plan.

IT Director Don Leslie referred to a handout on the IT Department's Computer Inventory and Replacement Plan. Mr. Leslie discussed the number of town employees, the types of computers, their replacement and four types of laptops, as well as number of servers and where equipment is located. He wants to have a five-year replacement plan. Mr. Leslie briefly discussed replacement of equipment and the department's current budget.

First Selectman Tetreau asked Mr. Leslie to explain the inventory of 450 pcs versus the 528 listed on another part of the handout. Mr. Leslie said the Town is transitioning from old to new pcs so 450 is the target number where the Town should be with the number of equipment it should have, but 528 is the number of pcs the Town currently has. First Selectman Tetreau said the laptops numbers differ on the handout-one part states 92 and another says 97. Mr. Leslie said the Town currently has 82 laptops. First Selectman Tetreau said he wants to see a chart that lays out the age of the laptops and splits up the laptops and tablets to show how the Town manages its inventory. Mr. Leslie said laptops are secondary to pcs which have to be replaced, but laptops can be replaced after they no longer have any use. Selectman Kiley asked how the inventory system works. Mr. Leslie said there is a free piece of software that polls all networks in Town. Selectman Kiley asked if there is a physical inventory listing that shows the number of criteria of what equipment the Town has and where the equipment is. Mr. Leslie said there is no list. Selectman Kiley said it's important for the financial and asset perspective because the Town doesn't have a physical inventory of equipment. Mr. Leslie responded by saying he would need another staff member to perform this work. First Selectman Tetreau disagreed that it would take a staffer a lot of time to list inventory and other related aspects. Selectman McCarthy Vahey said the Selectmen should continue this conversation at a future meeting and in the meantime get the physical confirmation on inventory. Selectman Kiley concurred stating that he'd like to see more of Mr. Leslie's presentation in writing, including more color added to the projection part. First Selectman Tetreau would like the Town's internal auditor to look at these numbers. First Selectman Tetreau wants to see a spreadsheet on how many computers the Town has, where they are and where they are moved to and from and their age.

7) DIRECT OR PUBLIC WORKS (requires Board of Finance and RTM approval)

To hear, consider and act upon the following resolution: **RESOLVED**, that Michael C. Tetreau, First Selectman, be and hereby is, authorized to approve the Connecticut Department of Transportation's proposal to accept and combine the LOTCIP (Local Transportation Capital Improvement Program) with existing TAP (Transportation Alternatives Program) grant; and **FURTHER RESOLVED**, that the First Selectman is authorized to sign any agreements between the Town of Fairfield and the State of Connecticut related to the LOTCIP Grant associated with the extension of the current Kings Highway Pedestrian Improvements project, utilizing Federal and State funding.

Selectman McCarthy Vahey made a motion to approve the item. Selectman Kiley seconded the motion.

Engineering Manager Bill Hurley referred to a handout on the extension of a state project on Kings Highway to make pedestrian improvements. Mr. Hurley also gave the Selectmen a handout showing a photo of the improvements that would extend from Fairchild Avenue to Villa Avenue. He said the State wants to combine the LOTCIP and TAP grants. Mr. Hurley

discussed the LOTCIP grant noting the improvements would be performed on both sides of Route One.

First Selectman Tetreau said the State is giving the Town \$800,000 but is combining funding with the TAP grant so the Town accepts the new grant with no match. Mr. Hurley said that is correct, but LOTCIP is a reimbursable grant. Selectman McCarthy Vahey thanked Mr. Hurley, Mark Barnhart and other departments involved in this project and grant. She asked when there would be another public meeting so the public can comment on the design phase. Mr. Hurley said the plan will be made to the public when the project is halfway done and then there will be a public meeting which could occur late January or early February. Selectman McCarthy Vahey said citizen's input is very important and hopes Mr. Hurley gets the word out on this project. Selectman Kiley asked about the details on the first grant. Mr. Hurley said that grant involved improvements on both sides of Route One from Chambers to Brentwood Avenue. Selectman Kiley asked if good sidewalks would be skipped over. Mr. Hurley said they would. Selectman Kiley asked if there is any known costs that are not eligible. Mr. Hurley said the design phase is 80/20 for the first grant and the new one is 100% reimbursable and for construction only. Selectman McCarthy Vahey said that anything to protect pedestrians more is very good. First Selectman Tetreau asked Mr. Hurley to confirm that the funding the Town approved and authorized is locked in. Mr. Hurley said it is and he made sure to confirm that with the State. Design is first then the remaining money is in construction.

The motion carried 3-0.

8) PENFIELD BUILDING COMMITTEE

To hear an update from the Penfield Building Committee.

First Selectman Tetreau reviewed the dates the Penfield Building Committee (PBC) will go before the BOS, BOF and RTM for a funding request.

PBC Chair Jim Bradley gave the Selectmen a handout on the project's update that included details on Option seven, the option the PBC chose. Mr. Bradley said the PBC considered 11 options. He read the Committee's goals from the handout. Mr. Bradley discussed due diligence and said the building is currently protected with alarms and other measures. Mr. Bradley said the PBC received a lot of feedback from the public especially on sand loss at the beach. He discussed where the PBC is on the project timeline, the schedule of the project and request for funding presentations as well as presentation roles and responsibilities. He discussed existing building, foundations, the site and bulkhead. He also discussed issues impacting repair solutions such as cost which were important in the PBC's deliberations. Mr. Bradley said the PBC decided to close the openings of the bulkheads in case of future storms while the Pavilion is being repaired. He discussed the options and PBC voted on Option seven with a cost of \$4,929,000 with a significant contingency built in to that number. Mr. Bradley discussed how all the piles are interconnected and the pile is pressure treated. Selectman Kiley asked about grade decking and where it will be next to the building. Kevin Chamberlain of DeStefano & Chamberlain Incorporated, the project's structural engineer, who showed the Selectman two large drawings said the building will be elevated up so people walk out to the deck which is at the same level of the Pavilion and then they step down to the grade level around the building so there is two different grading tiers.

Mr. Chamberlain said there will be timber retaining walls in front of the Pavilion to soften the look. Selectman Kiley asked if there will be handicapped access to the beach. Mr. Chamberlain said yes and showed how the access can be made using the diagram. Selectman Kiley asked if all openings will be closed up on the bulkhead and that should keep a good amount of water from coming in. He also asked about the flow of water under the building. Mr. Chamberlain said there's now more sand since Storm Sandy and the piles can't be undermined by a 100 year storm because this will be a robust building. Mr. Chamberlain said if a water breach occurs, there won't be openings to the bulkhead like there were pre-Storm Sandy. Any energy will hit the new wall so there will be less of a chance of erosion and shouldn't be a breach. The wall will stand up in a large storm. If the water is really high, sheeting of water will go over the whole site into the parking lot. Selectman McCarthy Vahey said she appreciates Selectman Kiley asking about handicapped access. She noted the parking lot will have asphalt paving. Mr. Chamberlain said if there is any disturbance with the temporary move, his company will put things back the way they were. Mr. Chamberlain said Option 7 picks up more spaces on the left side of the lot. Selectman Kiley asked if any work will be done inside the building while it is temporarily in the parking lot. Mr. Chamberlain said yes.

Mr. Bradley said the repair of the building in the parking lot will occur while the new foundation will be built. Selectman McCarthy Vahey asked if there is security in the lot should a storm occur during the renovation. Mr. Chamberlain said there will be security including a chain fence. Selectman Kiley asked if additions to the walls could be done first. Mr. Chamberlain said he would like to do that and the sooner the better on the bulkhead and enclosures. First Selectman Tetreau asked Mr. Bradley for a timeline on when the project can get started if town bodies approve the option and funding. Mr. Bradley said the project would start early November and could be done by mid-July. First Selectman Tetreau said doing this project right is more important than hitting any specific date.

Mr. Bradley said Option seven includes a new building, is FEMA approved and protects the building against a 100 year storm. Following Selectman Kiley's question on cost difference, Mr. Bradley discussed difference in cost for this option versus the cost for Option seven from one month ago. Two drivers on cost are additional contingency and better project understanding.

Gerry Lombardo, Parks and Recreation Director, briefly discussed why it's important to rebuild Penfield I. He said Penfield I was made into a year round facility that helped bring revenue to the Town. He said Option seven gives the public more beachfront by losing the east wing lockers. He said Parks and Recreation will have to change its program. He stressed how Penfield Pavilion is a community asset and a premier one that the other beaches in Town doesn't have. Mr. Lombardo said the Pavilion is unique to the Fairfield area and worth keeping.

After a short break at 6:45 pm, the meeting resumed at 6:53 pm. CFO Bob Mayer discussed the financial analysis of the project and the impact on taxpayers. He discussed original costs of the project and the debt issued. Mr. Mayer stated the original project's cost and how it was paid for by various sources. He will work with the Park and Recreation Department on projected revenues and expenses over the debt issued to see the long-term net cash flow impact to the Town. Selectman McCarthy Vahey asked if Mr. Mayer will have a handout on project costs at the next meeting. Mr. Mayer said he will have this information in writing.

Mr. Mayer discussed overall debt and money bonded in the future. Selectman Kiley asked Mr. Mayer if the Town went with the zero cost option and brought back the \$800,000 to the Town would Mr. Mayer recommend that money be put in the general fund or retire the debt on an asset the Town would no longer have. Mr. Mayer said he would recommend the money be put toward reducing the debt. First Selectman Tetreau said Option seven creates a positive cash flow.

9) TAX COLLECTOR

To consider and act upon tax refunds as recommended by the Tax Collector in the amount recommended.

Selectman McCarthy Vahey made a motion to approve the item. Selectman Kiley seconded the item.

Selectman McCarthy Vahey made an amendment to remove the period at the end of the sentence and add a comma followed by \$13,656,80. Selectman Kiley seconded the amendment which carried 3-0.

The main motion, as amended, carried 3-0.

10) ADJOURN

Selectman Kiley made a motion to adjourn the meeting at 7:03 pm. Selectman McCarthy Vahey seconded the motion which carried 3-0.

Respectfully submitted,

Jennifer S. Carpenter
Recording Secretary

