

*******DRAFT*******

**MINUTES OF THE BOARD OF FINANCE
REGULAR MONTHLY MEETING
MAY 5, 2016**

The Board of Finance Regular Monthly Meeting was held on Thursday, May 5, 2016 at 7:30 p.m. in the All Purpose Room, Osborn Hill Elementary School, 760 Stillson Road, Fairfield, Connecticut.

MEMBERS PRESENT

David Becker, James Brown, Thomas Flynn, Kevin Hoffkins, Mary LeClerc, John Mitola, James Walsh

MEMBERS ABSENT

Christopher DeWitt, Robert Stone

ALSO PRESENT

Michael Tetreau, First Selectman, Town of Fairfield (8:30)
Robert Mayer, Chief Fiscal Officer, Town of Fairfield
Linda Gardiner, Budget Director, Town of Fairfield
Stanton Lesser, Town Attorney, Town of Fairfield
Dan Sciglimpaglia, System Administrator, IT Department, Town of Fairfield
Marc Donald, Chairman, Fairfield Ludlowe High School Building Committee (FLHSBC)
Peter Manning, Construction Manager, Fairfield Ludlowe High School Building Committee

ACTION TAKEN:

Approved the Suspense List as presented by the Tax Collector at tonight's meeting at a value of \$97,773.97.

Motion carried unanimously.

Approved to adjourn Agenda Item #3 on the agenda, to the BOF Quarterly Review Meeting on Tuesday, May 17, 2016 with the request for Bond Counsel, First Selectman, Chair of the Board of Education and Superintendent of Schools to be in attendance at that meeting.

Motion carried unanimously.

Approved to move Agenda Item #1 to Agenda Item #4.

Motion carried unanimously.

Failed to approve to postpone setting the Mill Rate, Agenda Item #, to date certain of May 17, 2016.

Motion failed with a vote of 2 yeas (Hoffkins, Mitola), 5 nays, 0 abstentions.

Failed to amend motion to set the Mill Rate at .02564 to read to set the Mill Rate at .02564.

Motion to amend failed with a vote of 2 yeas (Hoffkins, Mitola), 5 nays, 0 abstentions.

Approved Motion to set the Mill Rate for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017 at .02545.

Motion carried with a vote of 5 yeas, 2 nays (Hoffkins, Mitola), 0 abstentions.

Approved the appointment of Cohn Resnick LLP as auditors for Fiscal Year 2016.

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Motion carried unanimously.

Approved the transfer of funds from Town contingency to IT capital outlay for purchases in the amount of \$90,000. Motion carried unanimously.

The minutes of all the meetings listed in Agenda Item # 6 were approved as follows:

February 3, 2016 unanimous yea
February 16, 2016 unanimous yea
March 1, 2016 unanimous yea
March 3, 2016 6 yeas, 0 nays, 1 abstention (Walsh)
March 8, 2016 unanimous yea
March 10, 2016 unanimous yea
March 15, 2016 unanimous yea
March 16, 2016 unanimous yea
March 19, 2016 5 yeas, 0 nays, 2 abstentions (Brown, LeClerc)
March 21, 2016 6 yeas, 0 nays, 1 abstention (Brown)
March 31, 2016 unanimous yea

Approved unanimously to adjourn the meeting at 9:40 p.m.

Chairman Flynn called the meeting to order at 7:35 p.m.

Mr. Mayer led the Pledge of Allegiance.

Mr. Hoffkins moved and Mr. Mitola seconded to postpone Agenda Item #1 to Agenda Item #6 since Mr. Tetreau cannot be here until later due to a prior engagement.

Motion carried unanimously.

AGENDA

2-To Hear, Consider and Act Upon the Suspense List for Tax Collector.

Cinda Buchter presented this item to the Board and reviewed the Suspense List with the Board. Ms. Buchter explained that by moving these items to the Suspense List will make the collectable tax list more realistic since every effort has already been made to collect the items on the suspense list. Ms. Buchter noted that last year's Suspense List was at @123K and this year's Suspense List is at \$97,773.97.

**Mr. Brown moved and Mr. Mitola seconded to approve the Suspense List as presented by the Tax Collector at tonight's meeting at a value of \$97,773.97.
Motion carried unanimously.**

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3-Fairfield Ludlowe High School Building Committee

To hear, consider and adopt a bond resolution entitled “A Resolution Amending and Restating a Resolution Adopted by the Representative Town Meeting on June 24, 2013 Entitled ‘A Resolution Appropriating \$11,630,000 for the Costs Associated with the Expansion and Renovation of Fairfield Ludlowe High School and Authorizing the Issuance of Bonds to Finance such Appropriation to Increase the Amount of the Appropriation and Bond Authorization by \$3,907,674.’”

Mr. Donald and Mr. Manning presented this item to the Board. Mrs. LeClerc and Mr. Walsh requested that Dr. Title and Mr. Tetreau be present for discussion of this item. Mr. Brown requested that Bond Counsel be present for this discussion as the Board of Finance has required at all discussions concerning bond resolutions. Chairman Flynn noted that the issue tonight is that the bids for this project have been open since January 3rd or 4th and the time to award the bid has passed but the bidders have so far agreed to leave the bids open.

Mr. Donald reviewed the timeline with the Board. Mr. Donald explained that the bids were complete in late January and on January 20th the GMP was decided but some other projects took precedence so this project was put on hold. Mr. Donald reported that Phase 1 of the project, the roof, was done in August 2015, Phase 2 of this project, classrooms and cafeteria area, was also done in August 2015, and Phase 3 of this project,, replacement of selected windows, received EPA approval on December 10th, 2015.

Mr. Manning explained that the First Selectman wanted finality of the 1t two phases of this project before phase 3 was advanced. Mr. Manning then explained that it took until April 6, 2016 when the FLHSBC made a presentation to the Board of Selectmen (BOS) to totally close out the first 2 phases of this project.

Mr. Walsh stated at this point that, in his opinion, this item needed to be postponed to the BOF Quarterly Review Meeting scheduled for Tuesday, May 17, 2016 because there are already questions that need to be addressed by the First Selectman and Dr. Title.

Mr. Manning asked if he could go over the power point presentation with the Board as the presentation might be able to answer some of the outstanding questions so the presentation was presented to the Board. Mr. Manning informed the Board that the cost for phase 3 is \$4.5M.

Mr. Brown stated that he still has several questions and he will make every effort to get those questions answered before the next meeting on the 17th. Mr. Brown also noted that the history of this project would be quite beneficial for the discussion and, bond counsel must be present for the discussion.

Mr. Brown and Mr. Walsh both noted that the Board originally voted on the entire project, not phases and the windows were a primary focus of this project and it is unclear why the windows are still not done and the project needs an additional \$4.5M. Mr. Walsh requested a tour of the building to actually see what work was done and he also requested the original materials from the 1st presentation of this project.

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Mrs. LeClerc noted that the RTM added budget attachments to the Bond Resolution that was approved and she requested copies of the original Bond Resolution with the budget data attached for the next meeting.

Mr. Walsh moved and Mrs. LeClerc seconded to adjourn this matter, Item #3 on the agenda, to the BOF Quarterly Review Meeting on Tuesday, May 17, 2016 with the request for Bond Counsel, First Selectman, Chair of the Board of Education and Superintendent of Schools to be in attendance at that meeting.

Motion carried unanimously.

**Mr. Mitola moved and Mr. Brown seconded to move Agenda Item #1 to Agenda Item #4.
Motion carried unanimously.**

1- To consider and set the Mill Rate for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017.

Mr. Mayer presented this item to the Board. Mr. Mayer stated that the proposed Mill Rate is currently at .02545 but could go to .0243 which would result in an average increase of \$223.00 for the average taxpayer in Fairfield. Mr. Mayer noted that the Board of Assessment Appeals had 300 appeals this year with \$56M of assessment value resulting in a reduction of about \$200K. Mr. Mayer reviewed his handouts with the Board included Schedule F. Mr. Mayer stated that, with the proposed State revenue adjustment that includes the Educational Cost Sharing (ECS) reduction to towns, the Mill Rate would go to .02564 which would result in a potential increase of \$296.00 for the average taxpayer in Fairfield.

Mr. Tetreau arrived at the meeting at this time. Mr. Tetreau reported that the RTM does not recommend cuts due to State cutbacks especially the ECS cuts. Mr. Tetreau asked that the BOF postpone setting the Mill Rate until the State budget is finalized and this should take only a few weeks.

Mr. Walsh asked Mr. Tetreau if he is asking the BOF to raise taxes to cover this potential shortfall from the State. Mr. Mayer noted that the tax increase is more aligned with the budget increase, not the Mill Rate increase. Mr. Mitola stated that he personally will have great difficulty voting on this item tonight before the State budget is finalized. Mr. Mitola also noted that, by law, we are obligated to fully fund what the RTM voted. A discussion followed and it was noted that to fund the potential \$2.3M loss from the State, the Mill Rate will be .02564 with an average increase to the taxpayer of about \$73.00 over the \$223.00 increase if the Mill Rate is set at .0243.

Mr. Becker noted that once something is in a budget, it seldom goes away in the future (Cost Sharing expenses for the BOE as an example. Mr. Becker further noted that within the BOE and Town budget that are things there today that will be there tomorrow but should be the first things to be looked at for reductions in the future. Mr. Becker noted that the State is transferring costs to the Towns that will never go back to being the State's responsibility.

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Mr. Walsh stated that, in his experience, he has never seen such insanity in Hartford in an effort to balance a budget. Mr. Walsh pointed out that Fairfield was hit by a reduction of \$3.5M in ECS but Bridgeport was given more money than they are currently receiving. Mr. Walsh also stated that, in his opinion, to cut education money to balance this State's budget is horrible.

Mrs. LeClerc stated that, in her opinion, the State has been quite arbitrary and the State is passing the tax to the Towns. Mrs. LeClerc also noted that the Town budget was approved with a specific goal in mind and she is not in favor of changing the Town budget so she will be supporting the Mill Rate as scheduled.

Mr. Flynn reviewed Schedule E, one of Mr. Mayer's handouts, and presented some of his observations on the situation with setting the Mill Rate. Mr. Flynn stated that the hit to Fairfield would be \$2.45M but the motor vehicle adjustment is incorrect as it is stated as gross, not net so it is actually closer to \$2.1M; the Town has picked up \$200K in collections in the last few weeks leaving the adjustment at \$1.9M as of today; all budgets are done on estimates, both revenue and expenses; the BOE Health Insurance could return \$1.15M; RTM Representative Herley has stated that any shortfall is to be managed by both the Town and the BOE; expense control should be used to manage overages.

Mr. Flynn reported that he had a meeting with Dr. Title today and Dr. Title gave his permission for Mr. Flynn to share that meeting with the Board. Mr. Flynn reported that Dr. Title said he stands behind the budget, he is frustrated with the State and he feels bad for the Fairfield taxpayers. Mr. Flynn reported that Dr. Title agreed that the BOE will take part of the percentage of the cut as well as the Town and Dr. Title stated that the ECS cut will not affect program. Mr. Flynn also reported that Dr. Title stated that he would like to sit down with his senior managers to prioritize where cuts could be made and he would like to include any insurance savings in a potential solution to the shortfall problem. Mr. Flynn stated that, at the end of the day, the Town is looking at a \$1M shortfall with all things considered.

Mr. Hoffkins expressed his concern that the Town would also make cuts like the DPW equipment replacement plan. Mr. Mayer, in response to a question from Mr. Flynn about recent surpluses, reported that the Town has had a surplus at the end of every fiscal year recently. Mr. Flynn stated that revenue adjustments could also help to offset deficits. Mr. Flynn also noted that the revenue estimates have been quite conservative recently so this could also help with a shortfall.

Mr. Lesser, in response to a question from Mr. Hoffkins, stated that the BOF is obligated, under State Law, to fully fund RTM obligations. Mr. Hoffkins strongly urged this body to wait for the State to set their budget before setting our Mill Rate. Mrs. LeClerc stated that she would not increase the Mill Rate or wait for the State to decide on their budget.

Mr. Mitola moved and Mr. Hoffkins seconded to postpone setting the Mill Rate, Agenda Item #! to date certain of May 17, 2016.

Motion failed with a vote of 2 yeas (Hoffkins, Mitola), 5 nays, 0 abstentions.

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Mr. Walsh moved and Mr. Brown seconded to set the Mill Rate for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017 at .02545.

Mr. Hoffkins moved and Mr. Mitola seconded to amend Mr. Walsh's motion to set the Mill Rate at .02564.

Motion to amend failed with a vote of 2 yeas (Hoffkins, Mitola), 5 nays, 0 abstentions.

Motion to set the Mill Rate for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017 at .02545 carried with a vote of 5 yeas, 2 nays (Hoffkins, Mitola), 0 abstentions.

Mr. Flynn called for a 5 minute recess.

4- To hear, consider and approve appointment of auditors for Fiscal Year 2016.

Mr. Mayer presented this item to the Board. Mr. Mayer stated that Cohn Reznick LLP has been the firm used by the Town this year and it is his recommendation that they continue in that position for the next fiscal year. Mr. Mayer, in response to a question from Mrs. LeClerc, reported that there is no formal engagement letter as yet but there is a verbal agreement.

Mr. Brown moved and Mr. Walsh seconded to approve the appointment of Cohn Resnick LLP as auditors for Fiscal Year 2016.

Motion carried unanimously.

5-To hear, consider and approve the transfer of funds from IT contingency to IT capital outlay for purchases in the amount of \$90,000.

Mr. Scigliampaglia presented this item to the Board. Mr. Mayer noted there is an error in the Agenda Item description and the item should read that the funds should be transferred from the Town Contingency account, not the IT Contingency account.

Mr. Brown moved and Mr. Hoffkins seconded to approve the transfer of funds from Town contingency to IT capital outlay for purchases in the amount of \$90,000. Motion carried unanimously.

6-To hear, consider and approve minutes of:

February 3, 2016 Regular Meeting

February 16, 2016 Quarterly Review Meeting

March 1, 2016 Combined Board of Selectmen and Board of Finance Public Budget Hearing

March 3, 2016 Special Meeting

March 3, 2016 Combined Board of Selectmen/Board of Finance Public Budget Hearing

March 8, 2016 Combined Board of Selectmen/Board of Finance Public Budget Hearing

March 10, 2016 Combined Board of Selectmen/Board of Finance Public Budget Hearing

March 15, 2016 Combined Board of Selectmen/Board of Finance Public Budget Hearing

March 16, 2016 Combined Board of Selectmen/Board of Finance Public Budget Hearing

March 19, 2016 Public Budget Comment Session Meeting

March 21, 2016 Combined Board of Selectmen/Board of Finance Public Budget Hearing

March 31, 2016 Public Executive Session Vote Meeting

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On a motion made by Mr. Brown and seconded by Mr. Mitola, the minutes of all the meetings listed were approved as follows:

**February 3, 2016 unanimous yea
February 16, 2016 unanimous yea
March 1, 2016 unanimous yea
March 3, 2016 6 yeas, 0 nays, 1 abstention (Walsh)
March 8, 2016 unanimous yea
March 10, 2016 unanimous yea
March 15, 2016 unanimous yea
March 16, 2016 unanimous yea
March 19, 2016 5 yeas, 0 nays, 2 abstentions (Brown, LeClerc)
March 21, 2016 6 yeas, 0 nays, 1 abstention (Brown)
March 31, 2016 unanimous yea**

7-To Hear, Consider and Act Upon Any Communications.

Mr. Flynn noted that, at the end of the day, we are all trying to do what's right for the Town of Fairfield.

On a motion made by Mr. Becker and seconded by Mr. Hoffkins the meeting was adjourned at 9:40 p.m.

Respectfully submitted,

Deborah J. Garavel
Recording Secretary

*****DRAFT*****

**BOARD OF FINANCE
QUARTERLY REVIEW MEETING MINUTES
May 17, 2016**

The Quarterly Review Meeting of the Board of Finance was held on Tuesday, May 17, 2016, at 8:30 p.m. at the Board of Education Administrative Offices, Seminar Room 295A&B, 501 Kings Highway East, Fairfield, Connecticut.

MEMBERS PRESENT

Thomas Flynn-Chairman, David Becker, James Brown-Vice Chair, Kevin Hoffkins, Mary LeClerc-Secretary, John Mitola, Robert Stone, James Walsh (8:39)

MEMBERS ABSENT

Christopher DeWitt

ALSO PRESENT

Michael Tetreau, First Selectman, Town of Fairfield
Robert Mayer, Chief Fiscal Officer, Town of Fairfield
Caitlin Bosse, Controller, Town of Fairfield and Clerk of the Board of Finance Bond Counsel
Dr. David Title, Superintendent of Schools, Board of Education, Town of Fairfield
Sal Morabito, Manager of Construction, Security & Safety, Fairfield Public Schools
Brian Vahey, Joint Retirement Investment Board Chair, Town of Fairfield
Marc Donald, Chair, Fairfield Ludlowe High School Building Committee
Peter Manning of Gilbane for the Fairfield Ludlowe High School Building Committee
John Stafstrom, Bond Counsel, Pullman & Comley

Chairman Flynn called the meeting to order at 8:34 p.m.

Dave Becker led the Pledge of Allegiance.

Mr. Flynn thanked the BOE for arranging the school tour the previous night for the BOF members.

1. To review the current status of the Town's Pension and OPED Funds

Mr. Vahey presented the Town's Pension fund, noting that numbers were up. April and May were flat. Money is being moved out of hedge funds and possibly into a multi-asset class. In September, the Board of Finance (BOF) can review actuary results to look at assumptions and any changes going forward on a five year plan. Retirement affects were discussed. An evaluation should be done every other year.

2. To review the Town's Q3 FY16 financial position

Ms. Bosse presented the Projected Net Estimated Variance through March 31, 2016 Executive Summary to the Board. The overview revenue and expenditures were discussed. Revenue and expenditure variance details for this quarter and the last quarter were compared and reviewed. Mr. Flynn asked if the surplus could be used for the future since there was a surplus this year. Mr. Mayer said it was possible and a good thought.

The Finance Department will analyze \$1.6m and present options to the BOF in May/June. Mr. Mayer will give considerable due diligence and will get back to the BOF in a few days on when they should have a special meeting. The hit is \$2.3m.

| REVENUE | Fav/(Unfav) |
|------------------------------------|----------------|
| Current Tax Levy | \$923 |
| Conveyance | \$ 50 |
| Interest Income | \$250 |
| State Revenue-Exhibit A | (\$768) |
| Park and Recreation Revenue | \$300 |
| Other | <u>\$129</u> |
| Subtotal | <u>\$884</u> |
| | |
| EXPENSES | |
| Heart & Hypertension | \$300 |
| Electricity | (\$140) |
| FYIS Operations | \$345 |
| Vacancies | \$467 |
| Non-Personnel | (\$122) |
| Subtotal | <u>\$505</u> |
| | |
| Net Estimated Variance | \$1,389 |
| Unused Contingency | \$250 |
| Budgeted Contribution to Surplus | <u>\$650</u> |
| Estimated Increase in Fund Balance | <u>\$2,289</u> |

Mr. Mayer gave his report to the Board. The 9.22% overage equals \$2m.

There was a brief recess at 9:07 p.m. The BOF reconvened at 9:29 p.m.

3. To review the BOE’s Q3 FY16 financial position

Dr. Title presented few changes in the financial position from the 2nd quarter. The BOE will be in the black; the mild winter helped. The BOE/Central Office will take care of the air conditioning project this fiscal year. There will be no need to go to the BOF for bonding. They will finish the year close to breaking even. There will be no surplus. If there is money left over, the BOE/Central Office will purchase text books so they don’t have to spend next year. Dr. Title will report to the BOF if they do make this purchase and will track the purchase.

Mr. Flynn wished his son a happy 10th birthday.

Mr. Flynn mentioned a fundraiser for a heart transplant for young girl from our community. A golf outing will be held Monday at Fairchild Wheeler and a dinner Monday evening at the GAC. Tickets are \$150. Jude Fitzgerald is coordinating.

4. Fairfield Ludlowe High School Building Committee

To hear, consider and adopt a bond resolution entitled “A Resolution Amending and Restating a Resolution Adopted by the Representative Town Meeting on June 24, 2013 Entitled “A Resolution Appropriating \$11,630,000 for the Costs Associated with the Expansion and Renovation of

Fairfield Ludlowe High School and Authorizing the Issuance of Bonds to Finance such Appropriation to Increase the Amount of the Appropriation and Bond Authorization by \$3,907,674.”

Ms. LeClerc motioned, Mr. Stone seconded to put item before the Board.

Mr. Walsh would like to motion to extend the suspend rules to the 11:00 p.m. curfew, Mr. Brown seconded the motion.

Marc Donald, Chair, Fairfield Ludlowe High School Building Committee, made a presentation. Mr. Manning of Gilbane, who represents the general contractor and construction manager, gave a brief summary. The BOF reviewed a power point presentation that was distributed at the last BOF meeting. The purpose was never intended to be a phased project. It made sense to bid out different parts of the job separately due to timing. The first roof phasing was explained.

A budget history of the project was given. In February 2014, the Committee had a conceptual drawing. At that point, the Committee felt it was on target as the designed developed. The architect added a schematic design filling in the gaps. In July, the new estimate increased the cost. Five designs were discussed. The BOF asked about duplicate costs. The courtyard was discussed and construction is being performed while the building is occupied. The escalated cost was explained.

Discussion also involved the original process funding based on conceptual design and the best estimate on escalating factors of no management fee, a school occupancy compressed timeline, and a temporary staircase on the outside of the building. Dr. Title explained the timeline. EP issues created lost time. Mr. Manning said in July 2014 the Committee realized the budget was going to be increased.

Mr. Tetreau explained why bond resolution questions didn't go before the BOF and how they came up against the schedule in July. In November 2014, the Committee went before the BOE. Mr. Walsh said at that time the Committee could have gone before others boards. Mr. Walsh said he saw a more expensive bi-level café for the first time yesterday. The construction cost variance is \$1.18m. The class room variance is \$2.23 m. The window replacement is \$500k. The roof after rebid earned a savings of \$160k. The projects costs \$ 3.9m because of soft costs.

The Committee realized the café was going to cost more in July 2014. Bi-level vs. single level cost difference was discussed. The architectural firm understood the bi-level option was going to cost more and the firm moved forward anyway knowing the Town didn't have the money. The BOF asked why wouldn't the Committee stop at this time and get the Town's opinion.

Mr. Tetreau said he was aware of the roof and classrooms. The bump out now needs handicap accessibility because it's on a different level. Mr. Walsh said there would have been more space if this was done on one level. He added that it cost more and square footage was lost and this was all done without elected officials' approval. The windows became a sacrifice. The BOF is extremely frustrated.

Mr. Stafstrom, representing Bond Counsel, explained the bond resolution. He said the Committee spent money that was within the resolution. He said it was a conceptual estimate not a fixed price.

He also said the Building Committee reports to the Board of Selectmen.

The BOF asked, if under law, does a building committee like this one, have to stop when it doesn't know if there is enough money to complete a project. Mr. Stafstrom said the Committee should have gone back to the Boards when they realized this. Mr. Stafstrom said he is not aware of any state statute on this. He suggests the Town Attorney process guidance changes on building committees.

Extensive discussion ensued on whether it would have been better to have three different bonds and maybe three different bids. Bid amounts were higher than expected. The process as a whole was discussed. Mr. Tetreau shared cost concerns with the BOF.

The BOF was never told and they did not approve. The Committee went and got new conceptual drawings and hired an architect. The BOF came in on a day's notice with other schools changes. The BOF discussed how it can stop these issues so they don't happen again.

Mr. Flynn asked Mr. Tetreau when he knew it was different. Mr. Tetreau stated it was not reported back by Judy Ewing that the concept design had changed.

The Building Committee felt the architect had an unfair advantage and did not invite them to present.

Mr. Hoffkins moved to hear, consider and adopt a bond resolution to another meeting. Mr. Stone seconded the motion. Mr. Walsh, Mr. Flynn, Ms. LeClerc, Mr. Becker and Mr. Brown opposed the motion. There was a 2/3 majority to suspend the rules.

There being no further business to come before the Board, Mr. Walsh *moved* and Mr. Stone *seconded* to adjourn the meeting at 11:09 p.m. *Motion carries unanimously.*

Respectfully submitted,

Sheila Tesei
Recording Secretary

*******DRAFT*******

**MINUTES OF THE BOARD OF FINANCE
SPECIAL MEETING
MAY 26, 2016**

The Board of Finance Special Meeting was held on Thursday, May 26, 2016 at 7:30 p.m. in the Seminar Room 295 A&B, Board of Education Administrative Offices, 501 Kings Highway East, Fairfield, Connecticut.

MEMBERS PRESENT

David Becker, James Brown, Christopher DeWitt, Thomas Flynn, Kevin Hoffkins (7:55), Mary LeClerc, John Mitola (8:25), Robert Stone, James Walsh (7:45)

MEMBERS ABSENT

None

ALSO PRESENT

Michael Tetreau, First Selectman, Town of Fairfield
Robert Mayer, Chief Fiscal Officer, Town of Fairfield
John Stafstrom, Bond Counsel, Town of Fairfield
Phil Dwyer, Chairman, Board of Education (BOE), Town of Fairfield
David Title, Superintendent of Schools, Board of Education, Town of Fairfield
Sal Morabito, Manager Construction/Security/Safety for Fairfield's Public Schools, Town of Fairfield
Greg Hatzis, Headmaster, Fairfield Ludlowe High School (FLHS), Town of Fairfield
Marc Donald, Chairman, Fairfield Ludlowe High School Building Committee (FLHSBC)
Peter Manning, Construction Manager, Fairfield Ludlowe High School Building Committee

ACTION TAKEN:

Approved to amend the proposed Bond Resolution being considered as Item #1 on tonight's agenda to read in the paragraph with the 3rd Whereas, the final dollar amount should be \$15,537,674, not \$15,124,301 as stated.

Motion carried unanimously.

Approved "A Resolution Amending and Restating a Resolution Adopted by the Representative Town Meeting on June 24, 2013 Entitled 'A Resolution Appropriating \$11,630,000 for the Costs Associated with the Expansion and Renovation of Fairfield Ludlowe High School and Authorizing the Issuance of Bonds to Finance such Appropriation to Increase the Amount of the Appropriation and Bond Authorization by \$3,907,674.'"

Resulting in a total dollar amount of \$15,537,674.

Motion carried unanimously.

Mr. Walsh requested that a discussion of creating a new BOF sub-committee be included in the agenda for the next BOF meeting.

Approved unanimously to adjourn the meeting at 9:50 p.m.

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Chairman Flynn called the meeting to order at 7:35 p.m.

Mrs. LeClerc led the Pledge of Allegiance.

Chairman Flynn thanked the members of the FLHSBC for all of their hard work in bringing this project this far. Chairman Flynn also thanked John Stafstrom of the Bond Counsel for his assistance with this project. Chairman Flynn stated that the BOF is not here to make anyone feel bad, etc., but some difficult questions need to be answered and the BOF is trying to understand that the lessons learned here won't happen again in future projects.

Chairman Flynn also took a moment of personal privilege to congratulate Mrs. LeClerc on her daughter's graduation from college as a civil engineer.

Chairman Flynn also announced the resignation of BOF member Robert Stone due to his impending move out of Fairfield. Mr. Stone said that this has been a great eight years serving on the BOF; he expressed his wishes that more people would pay attention to what this Board does; he is disappointed that this Board has become political in the last few years and it is his hope that this situation will turn around. Mr. Stone said that he is very proud of what the Board does.

Mrs. LeClerc stated that it has been a pleasure working with Mr. Stone. Mr. DeWitt also stated that it has been a pleasure running with and against Mr. Stone and serving with him on the BOF. Chairman Flynn thanked Mr. Stone for his service and friendship. Chairman Flynn also thanked Mr. Stone's family for sharing him with the BOF.

AGENDA

1. Fairfield Ludlowe High School Building Committee

To hear, consider and adopt a bond resolution entitled "A Resolution Amending and Restating a Resolution Adopted by the Representative Town Meeting on June 24, 2013 Entitled 'A Resolution Appropriating \$11,630,000 for the Costs Associated with the Expansion and Renovation of Fairfield Ludlowe High School and Authorizing the Issuance of Bonds to Finance such Appropriation to Increase the Amount of the Appropriation and Bond Authorization by \$3,907,674.'"

Mr. Tetreau, Mr. Donald and Mr. Manning presented this item to the Board. Mr. Tetreau reviewed some of the highlights of the timeline and details for this project that include:

- A conceptual approach that was used; and
- This was actually 3 projects in one – independent of each other; and
- There were strict deadline in timing; and

Mr. Walsh arrived at this time

- PCB's were found in Phases 1 & 2 which caused major delays in Phase 3; and

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- The July 2014 update did not provide financial updates due to no final costs being available at that time; and
- A scope change from the BOE was needed to make the windows phase of the project optional; and
- A situation with dueling architects took more time than originally estimated; the architect who drew the conceptual drawings was not invited to make a final presentation to the BOE as one of the 4 firms invited to present; and
- Mr. Tetreau would like to recommend that in the future the Town should hire the architect and the Owner's Representative; and
- Mr. Tetreau suggested that, in accordance with the 2007 Building Committee Guidelines Report, a liaison from the BOF should be on all projects; and
- The BOS met 5 times with updates on this project, more than any other project.

Mrs. LeClerc stated that there are still areas of concern for her; she has read all of the building committee minutes and, in her opinion, it was clear from the very start that there were three projects within this particular Bond Resolution. Mrs. LeClerc expressed her concern that money that was approved by the BOF in the Bond Resolution was not being spent as the BOF intended it to be spent as specified in the Bond Resolution.

Mr. Hoffkins arrived at the meeting at this time.

Mr. Flynn questioned what's to stop a future building committee from spending approved funding on items not specified in the definition of what the money was approved for in the Bond Resolution. Mrs. LeClerc asked for the cost to fast track the project and if it was actually needed. Mr. Donald asked if the question is do we want lessons learned or to pick apart this particular project?

Mr. Flynn questioned the BOE about the current enrollment at FLHS. Mr. Flynn noted that, according to his research, the enrollment at the beginning of this project was around 1500-1525 students and that is the approximate enrollment at this time, yet the BOE had emphasized some urgency about the number of students at FLHS and increasing numbers for the near future.

Dr. Title stated that FLHS was running out of space especially in the science lab areas as the organization of schedules was being changed, as well as there being a new cafeteria schedule. All of these pending changes, coupled with the fact that the school had been overcrowded for years, necessitated the urgency expressed by the BOE.

Mr. Brown had some legal questions for Bond Counsel that included him asking:

-Is there an alternate to bond?

-What could have been done differently to avoid having this situation happen again in the future?

-Is it permissible for a building committee to spend money however they choose regardless of what the funds were appropriated for in the Bond Resolution?

Mr. Stafstrom stated that this was a unique situation funded on a feasibility study with 3 separate projects in one Bond Resolution. Mr. Stafstrom stated that, in his opinion, this should have been 3

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separate projects with more definitive cost estimates. It was noted that part of the delay with the windows phase of this project was due to EPA procedures that needed to be procured before any work could be started.

Mr. Mitola arrived at the meeting at this time.

Mr. DeWitt expressed some of his concerns concerning Bond Resolutions:

- In his opinion, this should have been 3 Bonds and there should have been a lot more detail.
- The BOF has always been told that Bond Resolutions need to be more generic and less specific, but now it seems that the BOF is being told to include more details.
- This Building Committee, in comparison to the Penfield Building Committee, had the power to make the BOF aware of everything and, in his opinion, this didn't happen in as much detail as needed.
- Changing or manipulating building specs is a problem and should be brought before this body before being executed.

Mr. Becker noted that the BOF has continually requested that Bond Counsel be present at any Quarterly Review Meetings where Bond Resolutions are being discussed and/or reviewed and yet this only happens sporadically and usually with smaller items. So, is there something that the BOF can place in a Bond Resolution to require notifications?

Mr. Stafstrom stated that a Bond Resolution is not the proper place for that type of requirement and it is his sense that there is a reporting procedural issue involved that could be discussed at a BOF Quarterly Review Meeting.

In response to a question from the BOF if it is a Town Charter issue or a statutory issue that a Building Committee reports to the BOS, Mr. Stafstrom suggested the BOF contact the Town Attorney for further clarification. Mr. Stafstrom also suggested that it may be possible to go before the other Town bodies to create an ordinance that could handle this type of situation.

Mr. Walsh expressed some of his concerns regarding this Bond Resolution:

- The BOF did not act on this project as a feasibility study.
- The \$11,630,000 in the original Bond Resolution was supposed to be the cost of the project.
- The FLHSBC has a responsibility to come back to the BOF when it was apparent the project was going to be significantly overspent (by \$4.5M or 30%).
- The original documentation did not show a bump out, as it turned out as a bi-level, in the Ed specs.
- A \$1.18M overrun was caused by the cafeteria portion/phase of the project according to the Construction Manager.
- The original design called for a one level area which would have provided handicap accessibility without expending extra funds and would not have necessitated a ramp to be used by handicapped students.

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Mr. Dwyer stated that the Ed Specs were changed to do as many windows as could be done as possible with the remaining money in the Bond, but the Ed Specs for the actual windows has not been changed.

In response to a question from Mr. Walsh about how much money remains for the window phase of the project, Mr. Donald stated that there is \$270K in the Contingency which would only allow for start-up and the remediation process. Mr. Donald further reported that the disadvantage of not doing the windows now would necessitate getting EPA approvals again beginning at Step #1. Mr. Morabito explained that the EPA process is very detailed and time-consuming and the EPA data is required to get any bid.

In response to a question from Mr. Walsh about what timing of deadlines to get the window work done has been initiated by the EPA, Mr. Morabito stated that as long as progress is being made, the EPA work doesn't expire, but, if the Town waits one or two years to do this portion of the project, costs would go up.

Mr. Morabito also noted that the EPA decision will allow for the PCBs on the upper levels to be encapsulated while the lower levels will have removal done on the PCB' in the windows. Mr. Morabito also informed the BOF that starting a new project sometime in the future, while not affecting the EPA portion, will change the State reimbursements which are presently locked in at 26%. Mr. Morabito also noted that the current bids will only be good for another month and then bids need to be redone if the project is not started until the Fall. Mr. Morabito explained that State reimbursements are based on the date the funding was approved and at this time the current reimbursement is at 25+%.

Mr. Dwyer explained that the BOE Capital Plan has already been updated with the windows portion of the project to allow for additional money for other projects that are planned to be done. Mr. Walsh asked why the original architect who designed the conceptual plans was not invited back to bid. Mr. Donald informed the BOF that the BOE decided it would give him an undue advantage to be one of the 4 firms to present to the BOE. Mr. Walsh suggested that the BOF form a committee to decide the rules about what is expected from all building committees in relation to reporting procedures to the BOF.

PUBLIC COMMENT:

Dru Georgiadis of 321 Puritan Road said all of her children have gone through town schools. She wants the windows in the current project. The BOF needs to consider the human costs as well as the dollar costs. She also said the HVAC is horrible in those rooms affected by the old windows.

Suzanne Miska of 123 Ryegate Road appreciates what has been built so far and stated that the windows have been an issue for years. She asked if the project was over budget in 2014 how was it put out to bid? She said the process is obviously flawed.

Christine Vitale of 254 Verna Hill Road said her child is enjoying her lunch period. She appreciates what has been done. She said some rooms are over 90 degrees all the time and asked the BOF to please approve this request tonight so the work can be finished.

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Mrs. LeClerc wanted the public to know that the BOF, in 2013, approved to have all of this work done and this is the first time the BOF has had a request for more money so it is not the fault of the BOF that the completion of this project is beyond the proposed finish time.

Mr. Flynn noted that he will vote for this item tonight, but he still has concerns about what has been learned because of this project. Mr. Flynn also noted that he will approve the suggestion to have a BOF liaison on every building committee and to also consider forming the Committee suggested by Mr. Walsh.

Mr. DeWitt volunteered to be the Chair of the new Committee should it become a reality. Mrs. LeClerc requested that page 11 of the FLHSBC Power point Presentation detailing all financial costs be attached to the end of the Bond Resolution and the minutes. In response to a question from the BOF, Mr. Donald assured the BOF that the other 2 phases of this project are complete.

Mr. DeWitt moved and Mr. Stone seconded to amend the proposed Bond Resolution being considered as Item #1 on tonight's agenda to read in the paragraph with the 3rd Whereas, the final dollar amount should be \$15,537,674, not \$15,124,301 as stated.
Motion carried unanimously.

On a motion from the Board, "A Resolution Amending and Restating a Resolution Adopted by the Representative Town Meeting on June 24, 2013 Entitled 'A Resolution Appropriating \$11,630,000 for the Costs Associated with the Expansion and Renovation of Fairfield Ludlowe High School and Authorizing the Issuance of Bonds to Finance such Appropriation to Increase the Amount of the Appropriation and Bond Authorization by \$3,907,674," resulting in a total dollar amount of \$15,537,674, was carried unanimously.

On a motion made by Mr. Stone and seconded by Mr. DeWitt the meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Deborah J. Garavel
Recording Secretary

*******DRAFT*******

**MINUTES OF THE BOARD OF FINANCE
REGULAR MONTHLY MEETING
JUNE 7, 2016**

The Board of Finance Regular Monthly Meeting was held on Tuesday, June 7, 2016 at 7:30 p.m. in the All Purpose Room, Osborn Hill Elementary School, 760 Stillson Road, Fairfield, Connecticut.

MEMBERS PRESENT

David Becker, James Brown, Thomas Flynn, Kevin Hoffkins, James Walsh

MEMBERS ABSENT

Christopher DeWitt, Mary LeClerc, John Mitola

ALSO PRESENT

Michael Tetreau, First Selectman, Town of Fairfield (8:30)
Robert Mayer, Chief Fiscal Officer, Town of Fairfield
Roger Autuori, Republican Registrar of Voters, Town of Fairfield
Matthew Waggoner, Democratic Registrar of Voters, Town of Fairfield
Kyran Dunn, Deputy Fire Chief, Town of Fairfield

ACTION TAKEN:

Motion to approve the transfer of \$98,387.10 from the Contingency Account (01002010-58010) to the Fire Department's maintenance and repair of automotive account (01004010-54330) for emergency repairs to Engine 5/LSN11 was carried unanimously.

Motion to approve the transfer of \$37,232.97 from the Contingency Account (01002010-58010) to the Office of the Registrars of Voters (01001070) for costs associated with the April 26, 2016 Presidential Preference Primary (see backup for specific accounts) carried with a vote of 4 yeas, 0 nays, 1 abstention (Flynn).

Approved unanimously to establish a Board of Finance Building Committee Review Committee charged to serve and review building projects and make recommendations on how to avoid the same problems as were experienced on the Riverfield School and Fairfield Ludlowe High School Building Projects by utilizing lessons learned including improving reporting requirements to the Board of Selectmen and the Board of Finance.

Approved unanimously to adjourn the meeting at 9:35 p. m

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

Mr. Autuori and Mr. Waggner led the Pledge of Allegiance.

AGENDA

1-To hear, consider and approve minutes of:

- May 5, 2016 Regular Meeting
- May 17, 2016 Quarterly Review Meeting
- May 26, 2016 Special Meeting

Mr. Brown moved and Mr. Becker seconded to bring this item before the Board for consideration, discussion and possible action.

Mr. Flynn moved and Mr. Becker seconded to delay voting on agenda item #1 until the next regular meeting due to errors in some of the minutes that need to be corrected. Mr. Flynn asked all Board members to review all of the minutes and submit any comments in writing to the Clerk of the Board of Finance and the Chairman of the Board of Finance. When all changes/corrections have been made, the minutes will be redistributed to all Board members.

Motion carried unanimously.

Mr. Flynn also noted that a problem with the minutes is not the rule but rather an anomaly.

2- To hear, consider and approve the transfer of \$98,387.10 from the Contingency Account (01002010-58010) to the Fire Department's maintenance and repair of automotive account (01004010-54330) for emergency repairs to Engine 5/LSN11

Mr. Brown moved and Mr. Hoffkins seconded to bring this item before the Board for consideration, discussion and possible action.

Deputy Fire Chief Dunn presented this item to the Board.

Deputy Chief Dunn reported that the mechanics for the Fire Department found corrosion on the frame rails of engine 5 in an area of concern. The manufacturer informed the Fire Department, after looking at the vehicle, that the vehicle is unsafe for use since the corrosion was detected in a particularly critical section of the frame rail.

In response to a question from Mr. Hoffkins concerning how much longer the truck could be in service after the repairs are complete, the Deputy Chief said the truck is too good to waste and it could probably be used for a number of years after being repaired. The Deputy Chief also noted that this particular truck is now used as a spare in the fleet.

Mr. Walsh asked if the manufacturer is changing the manufacturing process to make the vehicle better. The Deputy Chief said that the problem could be caused by the new products that are now being used by the DPW on the roads in the winter season. The Deputy Chief stated that the trucks are washed more often now in an attempt to minimize the effect of the new products on the undercarriages of the vehicles and the department is looking at better coating for any new equipment. Deputy Chief Dunn also noted that this has become a problem for all manufacturing and trucking companies.

Mr. Walsh also asked if the Town has looked at what is happening to their fleet of cars due to the new road products being used. Mr. Tetreau noted that the DPW and the Fire Department have spoken about

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this common problem and the DPW has reduced the concentration of product used in an effort to minimize any damage but there is no definitive answer as yet.

Mr. Flynn asked Mr. Tetreau to ask Mr. Michelangelo of the DPW to be at the next Quarterly meeting of the BOF in an effort to discuss this item further especially how it affects the budget, etc.

Mr. Walsh asked if the State has done any studies on this problem but no one could speak to this.

The Deputy Chief stated that he is not sure why all the trucks haven't been affected and the DPW is also looking into this. The Deputy Chief also noted that this truck was out of warranty so none of the repair costs were covered but, even if it had been within the warranty period this repair would not have been covered because the frame was not warranted against corrosion, just defects. Deputy Chief Dunn also noted that the mechanics has reviewed the status of the entire fleet.

In response to a question from Mr. Becker if the amount of money requested is really enough to complete this work, Deputy Chief Dunn stated that the department is comfortable with this amount.

Mr. Flynn asked Mr. Mayer what the balance in the Contingency Account would be if items #2 and #3 were approved at tonight's meeting. Mr. Mayer reported that the balance in the Contingency Account should be between \$200K - \$250K if the 2 approvals are done tonight.

Mr. Mayer also commented on another issue. Mr. Mayer reported that the Chair has inquired into how the concept of pre-purchasing items might work and Mr. Mayer reported that he has reviewed this process closely and he may have a way to do that very thing with a good degree of certainty.

PUBLIC COMMENT

None

Motion to approve the transfer of \$98,387.10 from the Contingency Account (01002010-58010) to the Fire Department's maintenance and repair of automotive account (01004010-54330) for emergency repairs to Engine 5/LSN11 was carried unanimously.

- 3- To hear, consider and approve the transfer of \$37,232.97 from the Contingency Account (01002010-58010) to the Office of the Registrars of Voters (01001070) for costs associated with the April 26, 2016 Presidential Preference Primary (see backup for specific accounts)

Mr. Autuori and Mr. Waggner presented this item to the Board.

Mr. Autuori reported that primaries are usually not in the budget. This request is for expenses already spent in the last primary and the costs are in line with other primaries held recently.

Mr. Waggner reported that his office had ordered ballots for about 55% of the total voting list and that estimate came in very close to being accurate.

In response to a question from the Board about the reason for not budgeting for primaries, Mr. Tetreau stated that, especially with a Presidential Primary, the time span is much longer and that proves difficult to budget. Mr. Tetreau also noted that this is one of the items allowed for in the Contingency Account that may or may not be needed.

PUBLIC COMMENT

None

Mr. Flynn noted that he will abstain from approving this item because he worked on the primary.

Motion to approve the transfer of \$37,232.97 from the Contingency Account (01002010-58010)

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to the Office of the Registrars of Voters (01001070) for costs associated with the April 26, 2016 Presidential Preference Primary (see backup for specific accounts) carried with a vote of 4 yeas, 0 nays, 1 abstention (Flynn).

4-To review and discuss a proposed ordinance amending the Town employees' retirement plan

Mr. Flynn noted that this item has come before this Board through the RTM and Mr. Mayer and the BOF has no say.

Mr. Mayer reviewed the details of this item with the Board. Mr. Mayer stated that there is currently an inconsistency between the 2 pension plans (Police & Fire and all other Town Employees) that are in place at this time.

Mr. Mayer explained that in the Police and Fire Pension a retiree can come back and work part time as long as it is not in the job the person retired from and, also, as long as the person does not work more than 988 hours annually (19 ½ hours per week maximum).

This is not possible in the Pension for all other Town employees. Mr. Mayer presented an example of the problem this creates for other Town retirees at this point in time. The Police Chief's secretary is also part of the Special Police and she could not continue as a Special Police Officer when she retires from being a secretary and begins collecting her pension.

Mr. Mayer reported that this change would result in absolutely no cost to the Town and Mr. Mayer has a letter from the actuaries to support this statement.

Mr. Walsh stated that since this is not in our prevue, this Board should not be discussing this.

Mr. Mayer then stated another issue that could be resolved to the Town's benefit with this change. Mr. Mayer noted that the Building Department has 2 retirements coming up and if this was okayed, they could retire and then work part time to train new personnel if needed thereby shortening the learning curve for new employees which would allow them to be out in the field much faster.

Mr. Becker said that he appreciates hearing about this and he is personally okay with this but he suggested that some discretion should be used.

Mr. Flynn said that he shares Mr. Becker's view on this item especially since there will be no financial issue with the Town.

5- To review and discuss the 2017 Fiscal Year Budget

Mr. Flynn explained that this is a holdover item to discuss the use of some 2016 budget dollars for 2017 expenses and Mr. Mayer was asked to research this item and report back to the BOF.

Mr. Mayer reported that he believes he has developed a way to make this happen. Mr. Mayer noted that in September this Board votes on transfers historically but this Board could request transfers for all variances in June and make the transfers to the General Fund Debt Service Line and do a General Ledger entry.

Mr. Flynn stated that, to his knowledge, there is about \$1.4M available to cover a \$2.3M deficit. Mr. Mayer agreed with this estimate. Mr. Mayer also noted that, on the BOE side, the Internal Service Fund has available currently \$852K and perhaps Operations has some surplus available but that is still to be determined.

A discussion about the latest State Veto followed.

It was noted that the latest State Veto will cost the Town of Fairfield more money by reducing the Municipal Aid to Towns. Mr. Tetreau stated that at this point in time there is no definitive amount

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available. Mr. Tetreau said there are lots of rumors that the total could be \$22M statewide but nothing is definite.

It was also noted that \$2.3M in Educational Cost Sharing cuts could be absorbed by the Town by using the FY 2016 surplus for FY 2017.

Mr. Becker asked if the Town is looking at doing this and then making some adjustments if more cuts are made at the State level. Mr. Tetreau stated that it is still being determined if more cuts need to be made and, if so, the current deficit could expand to closer to \$4M. Mr. Tetreau stated that he is trying to minimize the impact on the local taxpayer.

Mr. Walsh asked where the BOE is on deciding how much they can provide for covering a deficit. Mr. Tetreau stated that the BOE and the Town are working on this but Mr. Dwyer has just returned from a vacation outside of the country so talks should increase now. Mr. Tetreau noted that the BOE is not sure of the retired teachers amount at this time.

Mr. Mayer reported that the Town has until September to decide on these items.

Mr. Walsh stated that he has concerns with the mechanism to be used and he asked if the BOF would lose authority if this is done in the manner proposed by dumping money into the Debt Service Fund.

Mr. Mayer noted that anything in the Debt Service Fund has to be used to reduce debt service.

Mr. Mayer reported that for 2016, at this time, the Revenues are over by \$1M and Expenses are under by \$750K.

Mr. Walsh commented that this Board has been very conservative on revenues for the past several years which have resulted in a surplus at the end of the Fiscal Year.

Mr. Flynn noted that the BOF cannot dictate how a surplus is spent.

Mr. Walsh stated that since the BOE is 2/3 of the total budget, it would benefit everyone to have a better idea of the BOE's financial standing.

Mr. Mayer said he will have new numbers at the next BOF meeting.

6-To establish a Board of Finance Building Committee Review Committee

Mr. Walsh presented this item to the Board. Mr. Walsh stated that this discussion began at the last meeting. Mr. Walsh said that it appears to him that the system is completely broken considering that the FLHS project is 30%+ over budget. Mr. Walsh further said that, in his opinion, he is not sure that the concept of having a liaison from this Board on all building committees will have any impact but, he does think that setting guidelines for all building committees to follow might prove beneficial. Mr. Walsh also noted that, in his opinion, the method being employed for the Holland Hill School project might be a better route for future projects to follow.

Mr. Flynn reported that Mr. Tetreau is working with several folks from past building committees in an effort to gather ideas on how to improve this process. Mr. Flynn further noted that he supports requiring better financial reporting requirements, perhaps on a quarterly reporting basis to this Board.

Mr. Walsh stated that, in his opinion, there needs to be more emphasis to the building committees on what is available as far as funding is concerned rather than what is decided to be included in the project after the project has been started. Mr. Walsh also noted that there have been many times when building committees have run into financial issues and have come back before the BOF to successfully request additional funds and that is the proper method to follow.

Mr. Tetreau stated that, in his opinion, when a project goes to bid and get better valid numbers before any appropriation of money is completed and this might be a good area to have a liaison from the BOF on hand to lend some guidance.

Mr. Hoffkins stated that he would like to create a good charge for establishing this new committee.

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Mr. Hoffkins noted that since there are three members of the Board absent tonight, it might not be prudent to appoint members to this new committee at this meeting but rather wait until the Board has better representation. Mr. Flynn noted that he was not going to ask for volunteers tonight for that very reason and he proposes that he contact all Board members via email for volunteers.

The Board took a 10 minute intermission at this time

Upon returning from the intermission

Mr. Walsh moved and Mr. Brown seconded to establish a Board of Finance Building Committee Review Committee charged to serve and review building projects and make recommendations on how to avoid the same problems as were experienced on the Riverfield School and Fairfield Ludlowe High School Building Projects by utilizing lessons learned including improving reporting requirements to the Board of Selectmen and the Board of Finance.

Mr. Mayer reported that the new Director of Purchasing will be beneficial in assisting with this item. Mr. Mayer also noted that there has been a lack in functional responsibility in the past and, in his opinion, this is something that needs to be covered in the charge to this committee. Mr. Mayer noted that it might be beneficial to include the COO and the Purchasing Director in this effort.

Mr. Hoffkins stated that, in his opinion, it should be the job of the entire committee to focus on lessons learned and, going forward, initial processes need to be better defined. Mr. Hoffkins also proposed the development of improved reporting requirements for the building committees.

Mr. Brown agreed with Mr. Hoffkins and added that, in his opinion, looking at previous committees would provide good information for moving ahead into the future. Mr. Brown also suggested that this committee needs to look into making Bonding Resolutions more definitive.

Mr. Flynn asked the Board for their opinions on what deadline this committee should have for reporting back to the BOF and after a brief discussion it was the consensus of the members of the Board to have the committee report back to the BOF after a couple of meetings.

Mr. Flynn informed the Board that he will contact all Board members and let them know the Board is looking for volunteers to serve on this new committee.

Motion was carried unanimously.

Mr. Flynn asked Mr. Mayer to send an email to all Board Members tomorrow asking for volunteers for this newly formed committee.

7-To discuss the Fund Balance Committee and Budget Committee

Mr. Flynn asked Mr. Walsh to reconvene the Fund Balance Committee. Mr. Flynn noted that the Committee currently consists of Mr. Walsh and Mrs. LeClerc and a third party still to be determined. Mr. Flynn requested a report from the Fund Balance Committee at the next BOF Quarterly Review Meeting.

Mr. Flynn then reminded the Board that the Budget Committee currently consists of Mr. Brown and Mr. DeWitt and needs another member since Mr. Stine has resigned from the Board.

Mr. Flynn requested Mr. Brown to present a report from the Budget Committee to the BOF at the August BOF meeting.

**BOARD OF FINANCE
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8-To Hear, Consider and Act Upon Any Communications

Mr. Flynn reported that he has been having ongoing talks with the First Selectman, Mr. Mayer and the Town's State Representatives in an effort to keep up with all new information from Hartford regarding further State cuts to the town and Mr. Flynn will forward any information to all Board members as it becomes available to him.

On a motion made by Mr. Hoffkins and seconded by Mr. Becker the meeting was adjourned at 9:35 p. m.

Respectfully submitted,

Deborah J. Garavel
Recording Secretary

March 10, 2016

Mr. Ed Boman
Town of Fairfield
725 Old Post Road
Fairfield, CT 06824

Re: Public Fleet Electric Vehicle (EV) and Public Workplace EV Charging Station Incentive Program

Dear Mr. Boman:

On behalf of Governor Malloy and the Department of Energy and Environmental Protection, it gives me great pleasure to inform you that the Town of Fairfield was selected to receive up to \$20,000.00 in grant funds under Connecticut's Public Fleet EV and Public Workplace EV Charging Station Incentive Program. These funds will be used to purchase and install four single head charging stations at 755 Melville Avenue and 785 Unquowa Road in Fairfield.

I applaud your foresight in recognizing that the widespread use of EVs in Connecticut is fast approaching and increasing the number of charging stations across the state makes possible the reliable and consistent use of EVs. Your choice to be a part of our state's continued expansion of its charging network demonstrates that local governments are leading by example and playing a significant role in meeting Connecticut's energy and environmental goals. Our efforts today will have a significant impact on reducing emissions from our transportation sector and enhancing air quality now and well into the future.

Again, I thank you for helping us send the message that EVs are a key part of Connecticut's cheaper, cleaner, more reliable energy future. Please see the attached information detailing the steps necessary to ensure timely reimbursement of your equipment purchases and installation expenses. The Department cannot guarantee payment unless the EV charging stations are operational by June 1, 2016.

Sincerely,



Robert J. Klee
Commissioner
Department of Energy &
Environmental Protection

Attachment
cc: Scott Thompson

Griffin, Kathleen

From: Thompson, Scott <sthompson@louisberger.com>
Sent: Wednesday, August 10, 2016 3:31 PM
To: Griffin, Kathleen
Cc: Boman, Ed
Subject: CTDEEP Grant for EV Chargers at Warde and Ludlowe High Schools - Grant Deadline and Extension Status

Hi Kathleen:

Thank you for coordinating the referenced item for the August 17 BOS meeting agenda.

Please note that the DEEP grant (reference letter dated March 10, 2016) has an completion date requirement of June 1, 2016.

We approached DEEP to obtain an extension of this deadline but they declined to consider our request until we can state that Fairfield has approved the project to proceed, including Town body approval and procurement of the vendor. Once the project is approved by the Town, DEEP has indicated they will reconsider our request for an extension. Naturally, I would recommend that the Town not proceed with installation of the EV chargers until we get confirmation that DEEP has approved the extension.

Regards, Scott

Scott E. Thompson, PE, ENV SP
Chairman, Clean Energy Task Force
Town of Fairfield
203-912-0211
<http://www.fairfieldct.org/cetf>

This message, including any attachments hereto, may contain privileged and/or confidential information and is intended solely for the attention and use of the intended addressee(s). If you are not the intended addressee, you may neither use, copy, nor deliver to anyone this message or any of its attachments. In such case, you should immediately destroy this message and its attachments and kindly notify the sender by reply mail. Unless made by a person with actual authority conferred by Louis Berger, the information and statements herein do not constitute a binding commitment or warranty by Louis Berger. Louis Berger assumes no responsibility for any misperceptions, errors or misunderstandings. You are urged to verify any information that is confusing and report any errors/concerns to us in writing.

**Proposal Form:
Public Fleet Electric Vehicle (EV) and Public Workplace EV Charging Station Projects**

Instructions

Complete all sections of this form. All proposals must be received by 5:00 p.m. on Monday, February 29, 2016 to be considered. Proposals must be submitted to Lakiesha.Christopher@ct.gov. Questions may be directed to Lakiesha.Christopher@ct.gov.

Program Description

DEEP is offering a competitive funding opportunity for municipalities and state agencies to purchase EVs and/or to purchase and install EV charging stations at municipal and state agency facilities.

Available Funding

Awards will depend on the degree to which proposals satisfy these evaluation criteria. Applicants may request funding for up to six new EVs, purchased after February 1, 2016, up to \$15,000 each¹, for a maximum of \$90,000. The purchase of each EV must be accompanied by the purchase and installation of either one dual-head EV charging station or two single-head charging stations; either option will be eligible for a reimbursement of allowable costs² up to \$10,000. With a maximum of six vehicles, a successful applicant could receive funding to install up to twelve charging outlets, receiving a maximum of \$60,000 for the charging stations, in addition to the incentive for the vehicle(s). These funds may also be designated for the installation of EV charging stations for use by employees and others; up to \$10,000 for one dual-head or two single-head charging stations will be made available without the purchase of an EV.

Preferential Criteria

Proposed projects will be evaluated based on cost effectiveness, the potential for early completion and operation, and on the overall economic benefits to Connecticut. Proposed projects will be ranked for funding according to the preferential criteria outlined in the [program criteria document](#). These are preferences, not requirements.

Part I: Applicant Information

| | | | | | |
|--|---|--|---------------------------|------------------|-------|
| Name & Title of Town or State Official: | | Ed Boman, Assistant Director of Public Works | | | |
| Town/Agency Name: | | Town of Fairfield | | | |
| Address: | Sullivan Independence Hall, 725 Old Post Road | | | | |
| City: | Fairfield | State: | CT | Zip Code: | 06824 |
| Telephone: | 203-256-3010 | E-Mail: | eboman@fairfieldct.org | | |
| Additional Contact Name: (if required) | | Scott Thompson | | | |
| Telephone: | 203-912-0211 | E-Mail: | sthompson@louisberger.com | | |

¹ Awards shall not exceed 50% of vehicle purchase price.

² Allowable costs are limited to the cost of charging station(s) and necessary installation and site preparation expenses.

Part II: Preferential Criteria

| | |
|--|-------------------------------------|
| Do you intend to purchase any EVs through this program? <i>(Check if Yes.)</i> | <input type="checkbox"/> |
| List below the make(s), model(s) and model year(s) of the EVs you intend to purchase. <i>(EVs with greater battery capacity³ will be preferred.) (Attach additional sheets as needed)</i> | |
| | |
| Applicant commits to make the EV charging station(s) readily available to employees and the public at no fee for, at least, the next three years ⁴ . <i>(Check if Yes.)</i> | <input checked="" type="checkbox"/> |
| Applicant commits to having the charging station(s) operational and available to employees and the public 24 hours a day, seven days a week. <i>(Check if Yes.)</i> | <input type="checkbox"/> |
| EV charging station(s) will be located in areas underserved by EV charging stations. <i>(Check if Yes.)</i> | <input type="checkbox"/> |

Part III: Project Information

| | |
|---|---|
| Project Details: | |
| Address(es) of Proposed EV Charging Station(s) Installation: Provide facility name(s), street address(es) or street intersection(s), and city | Warde High School, 755 Melville Ave, Fairfield Ludlowe High School, 785 Unquowa Rd, Fairfield South Benson Marina, 471 Turney Rd, Fairfield |
| In what type of parking facility will the EV charging station(s) be located? | <input type="checkbox"/> Indoors <input checked="" type="checkbox"/> Outdoors |
| What type of EV charging unit(s) will be installed? | <input type="checkbox"/> Pedestal <input checked="" type="checkbox"/> Wall-Mounted <input type="checkbox"/> Overhead |

| | | | | |
|--------------------------|----------------------------|---------------|--|--------------|
| Project Timeline: | Project Start Date: | April 1, 2016 | Project End Date: <i>(Before June 1, 2016)</i> | May 30, 2016 |
|--------------------------|----------------------------|---------------|--|--------------|

| | | | | |
|---|-------------------|----------------------------------|--------------------------------------|-----------------|
| Proposed Budget: | | | | |
| Please provide a list of the expenses for the EV(s) and EV charging station(s) with installation. | | | | |
| Line Item: | | | | Cost |
| Number of EVs | | Make, Model & Year ³ | | N/A |
| Number of EV Charging Stations | 6 (2 per site) | Type, Brand & Model ⁵ | GE Wattstation Level 2 or equivalent | \$4,500 |
| Site Preparation for Charging Stations (labor & materials) | | | | \$18,000 |
| Installation of Charging Stations (labor & materials) | | | | \$7,500 |
| Other (please specify) | | | | |
| Total Project Cost: | | | | \$30,000 |

³ EVs with battery capacities exceeding 18 kWh receive highest preference.

⁴ In lieu of a commitment to provide no cost charging for three years, applicants must submit a business model for an open access payment system with a maximum cost of \$2.00 per hour; major credit cards must be accepted for immediate access to the EV charging station with no phone call or other contact required. The plan must demonstrate not-for profit operation including references to costs of operation and maintenance. If you plan to have motorists pay for the charging, submit a business model that meets these requirements with the application.

⁵ Note that DEEP's reimbursement will not exceed values specified in [state procurement contracts](#).

| | |
|--|--|
| Balance of Funds: | |
| Applicant attests they can secure any additional funds required for the EV(s), and for the installation, operation and maintenance of the EV charging stations. | <input checked="" type="checkbox"/> |
| What is the source of these funds? | O&M funds would require Town body approval and would be covered by warranty or facility O&M funds if necessary |
| What is the timeline for securing these funds? <i>(Budget approval process dates)</i> | April 1, 2016 |

Part IV: Terms & Conditions

| | |
|--|-------------------------------------|
| Terms and Conditions: | |
| Applicants will complete the project by: | |
| <ul style="list-style-type: none"> • Procuring the new EV(s) after February 1, 2016 and take delivery no later than June 1, 2016; • Procuring and installing the EV charging station(s) specified in their application. Note that DEEP's reimbursement for charging stations will not exceed values specified in state procurement contracts; and • Agreeing to maintain and operate the EV(s) and EV charging station(s) for a minimum of three years. | |
| Before being reimbursed, Applicants must submit the completed reimbursement checklist and document purchase of the EV(s) and full operation of the EV charging station(s) by | |
| <ul style="list-style-type: none"> • Providing a sales contract and proof of payment documentation for the EV(s), including documented vehicle identification number(s) (VIN), • Providing invoices and proofs of payment for the charging station(s) and their installation; and • Providing photograph(s) of the operational charging station(s) with signs posted. • Certifying that charging station(s) is/are fully operational or "in use." | |
| Applicants must also provide a signed payment request, on letterhead, for the allowable costs to be reimbursed. A transfer invoice may also be required for state agencies. | |
| Applicants and EV dealers are not eligible for ZEV purchase incentives offered through the Connecticut Hydrogen and Electric Automobile Purchase Rebate (CHEAPR) program. Receipt of CHEAPR funding precludes participation in the public fleets incentive program. | |
| By checking this box, applicant attests to have read and understood the terms and conditions listed above, and agrees to comply with these terms and conditions if awarded funding. | <input checked="" type="checkbox"/> |

TOWN

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2016

SCHEDULE "A"

| | | |
|------|----------------------------------|---------------------|
| 1350 | COMMUNITY & ECONOMIC DEVELOPMENT | \$19,000.00 |
| 3110 | INFORMATION TECHNOLOGY | \$4,584.92 |
| 4010 | FIRE | \$98,387.10 |
| 5011 | PUBLIC WORKS-ADMIN | \$4,925.00 |
| 5030 | PUBLIC WORKS OPERATIONS | \$69,452.71 |
| 7010 | LIBRARY | \$3,218.16 |
| | TOTAL | \$199,567.89 |

WATER POLLUTION CONTROL AUTHORITY

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2016

SCHEDULE "A"

| | | |
|------|-------------------------|-------------|
| 3010 | WATER POLLUTION CONTROL | \$21,356.00 |
|------|-------------------------|-------------|

TOWN

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2015 & PRIOR

SCHEDULE "B"

| | | |
|------|---------|-------------|
| 3010 | FINANCE | \$ 9,864.50 |
|------|---------|-------------|

WATER POLLUTION CONTROL AUTHORITY

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2015 & PRIOR

SCHEDULE "B"

\$ 0.00

TOWN REAPPROPRIATIONS

FOR THE FISCAL YEAR ENDED JUNE 30, 2016

SCHEDULE "C"

| | | |
|------|--------------------------|---------------------|
| 1010 | FIRST SELECTMAN'S OFFICE | \$100,000.00 |
| 3110 | INFORMATION TECHNOLOGY | \$148,400.00 |

TOWN REAPPROPRIATIONS

FOR THE FISCAL YEAR ENDED JUNE 30, 2015 AND PRIOR YEARS

SCHEDULE "D"

\$ 0.00

BOARD OF EDUCATION

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2016

SCHEDULE "E"

| | | |
|------|--------------------|---------------------|
| 8010 | BOARD OF EDUCATION | \$615,795.00 |
|------|--------------------|---------------------|

BOARD OF EDUCATION

ENCUMBRANCES FROM FISCAL YEAR ENDED JUNE 30, 2015 & PRIOR

SCHEDULE "F"

\$ 0.00

| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Line Description |
|--|-----|--------|-------------------------------|----------|----------------|-------------|-----------------------------------|
| DETAILS FOR ACCOUNT: 010 -01-0135-013550-53200- FEES AND PROFESSIONAL SERVICES | | | | | | | |
| 16002664 | 001 | 006627 | CERC | 01/08/16 | 28,000.00 | 19,000.00 | Research & Development of Strateg |
| DETAILS FOR ACCOUNT: 010 -03-0301-03010-56110- OFFICE SUPPLIES | | | | | | | |
| 15004996 | 001 | 005443 | RED THREAD SPACES, LLC | 08/27/15 | 9,864.50 | 9,864.50 | Office supplies |
| DETAILS FOR ACCOUNT: 010 -03-0311-03110-53200- FEES AND PROFESSIONAL SERVICES | | | | | | | |
| 16002473 | 001 | 010735 | STONEHOUSE TECHNOLOGY CONSULT | 12/22/15 | 10,000.00 | 2,607.92 | Telecommunications planning servi |
| DETAILS FOR ACCOUNT: 010 -03-0311-03110-54310- MAINT/REPAIR EQUIPMENT | | | | | | | |
| 16002592 | 001 | 000102 | EMERSON NETWORK POWER, LIEBER | 01/07/16 | 1,977.00 | 1,977.00 | UPS maintenance Fire Station1 |
| DETAILS FOR ACCOUNT: 010 -04-0401-04010-54330- MAINT/REPAIR AUTOMOTIVE | | | | | | | |
| 16003781 | 001 | 001757 | FIREMATIC SUPPLY CO. INC. | 04/05/16 | 98,387.10 | 98,387.10 | ENGINE 5 FLATBED TO PIERCE MIDWES |
| DETAILS FOR ACCOUNT: 010 -05-0501-05011-53200- FEES AND PROFESSIONAL SERVICES | | | | | | | |
| 16002336 | 001 | 017867 | ROBERGE ASSOCIATES | 12/14/15 | 4,925.00 | 4,925.00 | Phase I Permitting & Design for |
| DETAILS FOR ACCOUNT: 010 -05-0503-05030-53200- FEES AND PROFESSIONAL SERVICES | | | | | | | |
| 16001735 | 001 | 009585 | DAVID SCOTT PARKER ARCHITECTS | 10/29/15 | 12,000.00 | 12,000.00 | Architectural Design for the Vic |
| 16001953 | 001 | 006314 | EARTH CORE ENERGY SERVICES IN | 11/13/15 | 8,164.00 | 5,442.67 | Preventative Maintenance Agreeeme |
| 16001963 | 001 | 008662 | TIGHE & BOND INC. | 11/13/15 | 7,138.17 | 6,906.42 | Flood Management Certification f |
| 16004374 | 001 | 015745 | OSPREY ENVIRONMENTAL ENGINEER | 05/11/16 | 2,000.00 | 2,000.00 | Phase I Environmental Assessment |
| DETAILS FOR ACCOUNT: 010 -05-0503-05030-54132- UTILITIES-ELECTRIC-PPA | | | | | | | |
| 16001458 | 001 | 008619 | SKYVIEW FAIRFIELD | 10/13/15 | 28,000.00 | 12,545.13 | 2015-2016 Blanket Order Energy Su |
| 16001458 | 002 | 008619 | SKYVIEW FAIRFIELD | 10/13/15 | 12,000.00 | 5,376.49 | FTC |
| DETAILS FOR ACCOUNT: 010 -05-0503-05030-54320- MAINT/REPAIR OF BLDGS & GROUND | | | | | | | |
| 16001456 | 001 | 006314 | EARTH CORE ENERGY SERVICES IN | 10/13/15 | 50,000.00 | 17,719.00 | 2015-2016 Blanket PO for Building |
| DETAILS FOR ACCOUNT: 010 -05-0503-05030-57000- CAPITAL OUTLAY | | | | | | | |
| 16003611 | 001 | 002759 | WH ROSE INC | 03/22/16 | 7,463.00 | 7,463.00 | Per State contrate #13PSX0146 su |
| DETAILS FOR ACCOUNT: 010 -07-0701-07010-54310- MAINT/REPAIR EQUIPMENT | | | | | | | |
| 16003805 | 001 | 000772 | AUTO HOME COMMERCIAL | 04/05/16 | 5,330.00 | 2,230.00 | Surveillance camera update |
| 16004702 | 001 | 005443 | RED THREAD SPACES, LLC | 06/03/16 | 988.16 | 988.16 | N45BP, Cinch chairs, Pkg of 4 |
| TOTALS FOR FUND: 010 General Fund | | | | | 286,236.93 | 209,432.39 | |

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FAIRFIELD TOWN
 OPEN PURCHASE ORDERS BY ACCOUNT
 GROUPED BY FUND

P 1
 report



DATE RANGE: 01/01/2009 TO 08/17/2016 CURRENT YEAR POS

| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Line Description |
|--|-----|--------|------------------------------|----------|----------------|-------------|-----------------------------------|
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16004758 | 001 | 010758 | POWERHAWKE | 06/07/16 | 6,456.00 | 6,456.00 | Electric power systems installati |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16004294 | 001 | 011069 | BURT PROCESS EQUIPMENT, INC. | 05/05/16 | 14,900.00 | 14,900.00 | Material handling machinery and e |
| TOTALS FOR FUND: 130 W.P.C.A. Sewer Use Fund | | | | | 21,356.00 | 21,356.00 | |

Grand Totals: 21,356.00 21,356.00

** END OF REPORT - Generated by CAITLIN BOSSE **

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FAIRFIELD PUBLIC SCHOOLS - LIVE
OPEN PURCHASE ORDERS BY ACCOUNT
GROUPED BY FUND

P
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1

DATE RANGE: 07/01/2009 TO 07/31/2016 CURRENT YEAR POS

| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Line Description |
|----------------------|-----|--------|---|----------|----------------|-------------|--|
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16501659 | 001 | 008513 | 11-1102-348-010-313-64-6400-B-54271- ART-EQUIPMENT REPAIR RUSTY KIHN REPAIR | 10/30/15 | 1,530.00 | 1,530.00 | Base quote of \$1530 for: 14 schoo |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503976 | 001 | 001308 | 11-1102-400-010-401-60-5005-B-56239- PI-ART-TXT/MATL-DIST DICK BLICK | 06/01/16 | 2,775.45 | 2,775.45 | ORDER FORM ATTACHED - PLEASE INCL |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503579 | 001 | 000182 | 11-1102-400-300-400-43-5010-S-56281- ART-SUPPLIES-FWHS STAPLES INC | 04/13/16 | 2,775.45 | 2,775.45 | YEAR END INKS FOR ART PROJECTS |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16502703 | 001 | 000214 | 11-1102-400-770-400-20-5010-S-56281- ART-SUPPLIES/MATLS-MH SAX ARTS & CRAFTS | 02/09/16 | 500.00 | 254.46 | ART SUPPLIES FOR STUDENTS AS REQ |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503409 | 001 | 005868 | 11-1104-400-710-400-14-5031-S-56284- READING/LA-SPLS/MTLS-HH SCHOLASTIC TEACHING RESOURCES | 04/06/16 | 900.00 | 85.71 | FOLK AND FAIRY TALE EAS |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16500310 | 001 | 003185 | 11-1104-400-810-400-22-5031-S-56284- READING/LA-SPLS/MTLS-S TIME FOR KIDS | 07/10/15 | 58.82 | 58.82 | NTS511403 |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16500020 | 001 | 002190 | 11-1104-400-910-400-24-5031-S-56284- READING/LA-SPLS/MTLS-RV HEINEMANN | 07/01/15 | 294.36 | 294.36 | TIME FOR KIDS CLASSROOM SUBSCRIPT |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16504101 | 001 | 002190 | 11-1104-401-040-401-60-5030-B-56174- PI-LA-TXT/MTLS-DIST HEINEMANN | 06/30/16 | 414.00 | 414.00 | EO4896 LLI Booster Pack, Grade 1 |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16502726 | 001 | 002616 | 11-1108-348-010-313-64-6400-B-54273- PE/HLTH-REPAIR EQUIPMENT FITNESS FIRST | 02/09/16 | 3,678.75 | 3,678.75 | #978-0-325-06078-1 - New Expanded Fitness Center Preventative Maint |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503027 | 001 | 010714 | 11-1109-400-100-400-41-5070-S-56288- FAM/CON SCI-SUPLS-FLHS CITY LINE DISTRIBUTORS | 03/09/16 | 4,843.00 | 1,718.00 | ASSORTED GROCERIES FOR CULINARY A |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503612 | 001 | 000182 | 11-1109-400-100-400-43-5070-S-56288- FAM/CON SCI-SUPLS-FWHS SPAPLES INC | 04/21/16 | 500.00 | 85.00 | FOAM BOARD WHITE FOR FASHION CLAS |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503202 | 001 | 000612 | 11-1109-400-300-400-43-5070-S-56288- FAM/CON SCI-SUPLS-FWHS SUDER STOP & SHOP | 04/06/16 | 51.05 | 136.05 | FAMILY CONSUMER SCIENCE SUPPLIES |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503710 | 001 | 011539 | 11-1110-400-100-400-41-5080-S-56289- TECH ED-SUPLS-FLHS UMLINE | 04/21/16 | 3,000.00 | 449.15 | ASSORTED SUPPLIES FOR CAD CLASSES |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503871 | 001 | 005233 | 04/27/16 AMAZON.COM | 04/27/16 | 489.32 | 107.80 | Gizmo Dorks 3mm PLA Filament 1kg |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503871 | 002 | 005233 | 04/27/16 AMAZON.COM | 04/27/16 | 107.80 | 74.85 | Gizmo Dorks 3mm ABS Filament 1k |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503905 | 001 | 005233 | 05/03/16 AMAZON.COM | 05/03/16 | 24.95 | 24.95 | esUN ABS filament 3mm White 1kg S |
| | | | | | 696.92 | 696.92 | |





DATE RANGE: 07/01/2009 TO 07/31/2016 CURRENT YEAR POS

| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Item Description |
|--|-----|--------|-------------------------------|----------|----------------|-------------|-----------------------------------|
| DETAILS FOR ACCOUNT: 11-1110-400-300-43-5080-S-56289- TECH ED-SUPLS-FWHS | | | | | | | |
| 16503592 | 001 | 005233 | AMAZON.COM | 04/13/16 | 963.74 | 69.99 | SEE ATTACHED GRAPHICS SUPPLY ORDE |
| DETAILS FOR ACCOUNT: 11-1112-301-040-301-60-3455-B-56246- MUSIC PURCH SVC-DIST | | | | | | | |
| 16501473 | 001 | 004187 | DONNA BEATTY | 10/15/15 | 663.74 | 69.99 | Piano Accompaniment services for |
| 16501478 | 001 | 004268 | THOMAS BUCKLEY | 10/15/15 | 600.00 | 50.00 | Piano accompaniment services for |
| 16501483 | 001 | 004954 | MARTHA ALWARD | 10/15/15 | 200.00 | 200.00 | Piano Accompaniment services for |
| 16503350 | 001 | 004187 | DONNA BEATTY | 04/06/16 | 300.00 | 200.00 | Piano accompaniment for school c |
| 16503355 | 001 | 004822 | RAYMOND C. PIERPONT | 04/06/16 | 350.00 | 100.00 | Piano Accompaniment Services for |
| DETAILS FOR ACCOUNT: 11-1112-348-010-313-64-6400-B-54335- MUSIC-INSTRUMENT REPAIR | | | | | | | |
| 16501870 | 001 | 007573 | LARRY BENIGNO | 11/17/15 | 1,900.00 | 650.00 | Piano tunings and repairs |
| 16501874 | 001 | 009426 | ISAAC HALSEY | 11/17/15 | 3,000.00 | 1,700.00 | Piano Tunings and repairs |
| 16501879 | 001 | 010041 | INTEGRITY PIANO SERVICE | 11/17/15 | 1,000.00 | 1,000.00 | Piano tunings and repairs |
| DETAILS FOR ACCOUNT: 11-1112-400-010-401-60-5100-B-56159- PI-MUSIC-TEXT/MATLS-DIST | | | | | | | |
| 16502196 | 001 | 000124 | MUSIC & ARTS CENTER FOR HUMAN | 12/22/15 | 6,500.00 | 3,242.00 | purchase music literature and in |
| 16503184 | 001 | 000124 | MUSIC & ARTS CENTER FOR HUMAN | 04/06/16 | 1,000.00 | 624.36 | purchase band, choir, orch suppli |
| DETAILS FOR ACCOUNT: 11-1112-400-012-401-60-5100-B-56159- TOWN-WIDE MUSIC LIBRARY | | | | | | | |
| 16500938 | 001 | 010456 | MUSIC & ARTS CENTER INC. | 08/28/15 | 1,624.36 | 763.24 | Purchase Music Literature |
| DETAILS FOR ACCOUNT: 11-1112-400-300-400-43-5100-S-56291- MUSIC-SUPLIES-FWHS | | | | | | | |
| 16500930 | 001 | 003345 | WOODWIND AND BRASSWIND | 08/28/15 | 2,000.00 | 200.20 | music supplies for band, choir, o |
| 16501007 | 001 | 010456 | MUSIC & ARTS CENTER INC. | 09/02/15 | 2,000.00 | 531.58 | purchase music literature and su |
| 16503450 | 001 | 000182 | STAPLES INC | 04/11/16 | 500.00 | 260.76 | purchase misc. suppliers for clas |
| 16503467 | 001 | 001256 | B & H PHOTO - VIDEO INC. | 04/11/16 | 700.00 | 123.81 | purchase pre-amplifier, cables, m |
| 16503547 | 001 | 010456 | MUSIC & ARTS CENTER INC. | 04/11/16 | 2,800.00 | 458.46 | purchase Music Literature, music |
| DETAILS FOR ACCOUNT: 11-1113-303-070-321-60-3400-B-54175- PROG IMP-SCI-PD/CURR-SEC | | | | | | | |
| 16503039 | 001 | 004917 | CONNECTICUT SCIENCE TEACHERS | 03/11/16 | 8,000.00 | 1,625.00 | Patrice Faggella attending the 20 |
| DETAILS FOR ACCOUNT: 11-1113-400-100-400-41-5110-S-56292- SCIENCE-SUPLIES-FIHS | | | | | | | |
| 16503866 | 001 | 003755 | FOLLETT SCHOOL SOLUTIONS INC. | 04/27/16 | 165.00 | 165.00 | ASSORTED TEXTBOOKS FOR SCIENCE CL |
| DETAILS FOR ACCOUNT: 11-1113-400-960-400-28-5110-S-56292- SCIENCE-SUPLS/MTLS-ST | | | | | | | |
| 16503291 | 001 | 002331 | KIDS DISCOVER | 04/06/16 | 24.96 | 24.96 | SCIENCE MAGAZINE; KIDS DISCOVER: |
| DETAILS FOR ACCOUNT: 11-1115-401-010-401-60-5120-B-56169- PI-SOC ST-TXT/MTLS-DIST | | | | | | | |
| 16504116 | 001 | 011552 | WW NORTON | 06/30/16 | 24.96 | 24.96 | QUOTE #1: ISBN 978-0-393-26507-1, |
| 16504116 | 002 | 011552 | WW NORTON | 06/30/16 | 18,092.00 | 4,557.00 | QUOTE #2: ISBN: 978-0-393-27188-1 |
| 16504116 | 003 | 011552 | WW NORTON | 06/30/16 | 13,203.20 | 3,325.62 | QUOTE #3: ISBN:978-0-393-26526-2, |

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FAIRFIELD PUBLIC SCHOOLS - LIVE
OPEN PURCHASE ORDERS BY ACCOUNT
GROUPED BY FUND

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DATE RANGE: 07/01/2009 TO 07/31/2016 CURRENT YEAR POS

| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Item Description |
|----------|-----|--------|-------------|----------|----------------|-------------|-----------------------------------|
| 16504117 | 001 | 011552 | WM NORTON | 06/30/16 | 24,116.00 | 5,808.76 | QUOTE #1 ATTACHED - PLEASE INCLUD |
| 16504117 | 002 | 011552 | WM NORTON | 06/30/16 | 13,203.20 | 3,180.23 | QUOTE #2 ATTACHED - PLEASE INCLUD |
| 16504117 | 003 | 011552 | WM NORTON | 06/30/16 | 3,284.00 | 791.01 | QUOTE #3 ATTACHED - PLEASE INCLUD |

DETAILS FOR ACCOUNT: 11-1117-400-610-400-10-5129-S-56305- PRESCHOOL SUPPLIES-BU
16503292 001 002363 LAKESHORE LEARNING MATERIALS 04/06/16 600.00

DETAILS FOR ACCOUNT: 11-1119-426-900-415-50-6160-S-56580- PROFESSIONAL BOOKS-WFC
16503819 001 004657 BUCK INSTITUTE FOR EDUCATION 04/25/16 197.76

DETAILS FOR ACCOUNT: 11-1130-430-100-409-41-6060-S-56710- SPORTS COST-FIHS
16502900 001 004585 DATTCO 03/02/16 6,350.00

| DETAILS FOR ACCOUNT: | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Item Description |
|---|-----|--------|-------------------------------|----------|----------------|-------------|-----------------------------------|
| 11-1130-430-300-409-43-6060-S-56710- SPORTS COST-FIHS | 001 | 002209 | HOME DEPOT CREDIT SERVICES | 08/04/15 | 500.00 | 156.19 | ENCUMBRANCE FOR SUPPLIES TO SUPPO |
| 16501773 | 001 | 000200 | HENRY SCHEIN INC. | 11/17/15 | 70.00 | 70.00 | REFUEL AND RESTORE PACKAGE: 24 SQ |
| 16502257 | 001 | 004791 | PLATFORM ATHLETICS, LLC | 12/22/15 | 1,200.00 | 1,200.00 | WEB BASED TRAINING PLATFORM SUBSC |
| 16502681 | 001 | 009882 | IMAGE CONCEPTS LLC | 02/04/16 | 247.00 | 247.00 | PRO STYLE 150 DENIER MESH HOCKEY |
| 16502989 | 001 | 002656 | THE NIXON COMPANY | 03/09/16 | 1,148.35 | 1,148.35 | SEE ATTACHED ORDER FOR BANNER UPG |
| 16503090 | 001 | 004941 | ROYAL AUTO INTERIORS AND BOAT | 03/17/16 | 600.00 | 600.00 | RESITICH MAT COVERS REPLACING D R |
| 16503728 | 001 | 001521 | ROYAL AUTO INTERIORS AND BOAT | 03/17/16 | 50.00 | 50.00 | REPLACE MISSING PARTS ***CONFIRMI |
| 16503767 | 001 | 006404 | MACWEAR ATHLETICS | 04/22/16 | 950.00 | 950.00 | SPRING SPORTS TOURNAMENT FEES ENC |
| 16503783 | 001 | 000200 | HENRY SCHEIN INC. | 04/25/16 | 2,855.00 | 2,855.00 | SEE ATTACHED ORDER FOR JV UNIFORM |
| 16503796 | 001 | 001948 | FCIAC | 04/25/16 | 450.00 | 450.00 | GATORADE PERFORMANCE PACKAGES |
| 16503901 | 001 | 004849 | A ROYAL FLUSH | 05/03/16 | 350.00 | 150.00 | FEES FOR VARIOUS SPRING SPORTS PL |
| 16503918 | 001 | 011523 | FIRST STUDENT INC. | 05/03/16 | 120.00 | 130.67 | SPRING SPORTS PORTABLE TOILET |
| 16504040 | 001 | 008184 | MEDCO SPORTS | 06/15/16 | 11,000.00 | 2,557.30 | SPRING SPORTS TRANSPORTATION |
| | | | | | 1,306.65 | 1,306.65 | SEE ATTACHED QUOTE 100434171 FOR |

DETAILS FOR ACCOUNT: 11-1130-431-100-409-41-6080-S-56720- DRAMA COST-FIHS
16503779 001 000182 STAPLES INC 04/25/16 20,847.00
16503779 002 000182 STAPLES INC 04/25/16 49.00
16503779 003 000182 STAPLES INC 04/25/16 67.40
16503779 004 000182 STAPLES INC 04/25/16 15.79
16503779 004 000182 STAPLES INC 04/25/16 83.20

DETAILS FOR ACCOUNT: 11-1130-432-100-409-41-6090-S-56730- MUSIC COST-FIHS
16502902 001 004876 TIMOTHY SMITH 03/02/16 215.39
16502902 002 004876 TIMOTHY SMITH 03/02/16 300.00
16502902 002 004876 TIMOTHY SMITH 03/02/16 300.00

DETAILS FOR ACCOUNT: 11-1130-432-300-409-43-6090-S-56730- MUSIC COST-FIHS
16501767 001 011523 FIRST STUDENT INC. 11/06/15 600.00
16503133 001 007360 THE INSTRUMENTALIST PRODUCTS 03/22/16 1,500.00
16503133 001 007360 THE INSTRUMENTALIST PRODUCTS 03/22/16 817.00

Bus transportation to/from music
music awards, certificates, topn
280.17

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FAIRFIELD PUBLIC SCHOOLS - LIVE
OPEN PURCHASE ORDERS BY ACCOUNT
GROUPED BY FUND

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DATE RANGE: 07/01/2009 TO 07/31/2016 CURRENT YEAR POS



| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Item Description |
|--|-----|--------|-------------------------------|----------|----------------|-------------|------------------------------------|
| DETAILS FOR ACCOUNT: 11-1200-400-100-400-41-5150-S-56296- SE SUPPLIES-FLHS | | | | | | | |
| 16503750 | 001 | 002708 | PCI EDUCATIONAL PUBLISHING | 04/22/16 | 271.70 | 271.70 | ASSORTED MATERIALS FOR SPEECH AND |
| DETAILS FOR ACCOUNT: 11-1200-400-300-400-43-5150-S-56296- SE-SUPPLIES-FWHS | | | | | | | |
| 16500176 | 001 | 000182 | STAPLES INC | 07/10/15 | 500.00 | 97.45 | SUPPLIES FOR STUDENTS & RECORDKEE |
| 16503848 | 001 | 000182 | STAPLES INC | 04/27/16 | 750.00 | 623.18 | ITEMS FOR SPED PAPERWORK PROCESSI |
| DETAILS FOR ACCOUNT: 11-2115-460-010-309-64-6490-B-54115- SECURITY PURCHASE EXP | | | | | | | |
| 16500341 | 001 | 005732 | VERIZON WIRELESS | 07/10/15 | 40,000.00 | 532.42 | PER WSCA CONTRACT PRICING: CELLUL |
| 16500176 | 001 | 004079 | U.S. SECURITY ASSOCIATES | 09/21/15 | 36,170.00 | 1,529.15 | FWHS & FLHS - Provide guard servic |
| 16502729 | 001 | 003279 | STAMPOR SIGNS | 02/09/16 | 450.00 | 450.00 | OH, Riverfield, FLHS - supply & i |
| 16502729 | 002 | 003279 | STAMPOR SIGNS | 02/09/16 | 70.00 | 70.00 | 12x12 signs |
| 16502772 | 001 | 002988 | ADVANCED SECURITY TECHNOLOGIE | 02/12/16 | 6,535.02 | 6,535.02 | Multiple Sites - Supply and insta |
| 16503524 | 001 | 004993 | TOTAL FENCE LLC | 04/11/16 | 1,273.00 | 1,273.00 | Mill Hill - Modifications to exis |
| 16503822 | 001 | 004994 | DISCOUNT FENCE OF CONNECTICUT | 04/25/16 | 10,605.00 | 10,605.00 | Jennings - Supply & install secur |
| 16503823 | 001 | 004997 | ATLAS COMPANIES LLC | 04/25/16 | 250.00 | 250.00 | Dwight-Add tension wire on barb a |
| DETAILS FOR ACCOUNT: 11-2120-400-100-400-41-5170-S-56297- GUID-CAREER ED SPLS-FLHS | | | | | | | |
| 16503611 | 001 | 000182 | STAPLES INC | 04/21/16 | 95,353.02 | 21,244.59 | ASSORTED SUPPLIES FOR COUNSELING/ |
| 16503631 | 001 | 001668 | COLLEGE BOARD PUBLICATIONS | 04/21/16 | 1,000.00 | 846.25 | Item #: 150537124- Counselor Set |
| 16503631 | 002 | 001668 | COLLEGE BOARD PUBLICATIONS | 04/21/16 | 93.99 | 93.99 | Item #: 104309- The Official SAT |
| 16503631 | 003 | 001668 | COLLEGE BOARD PUBLICATIONS | 04/21/16 | 99.96 | 99.96 | Item #: 009751- The Official SAT |
| 16503771 | 001 | 008281 | PREMIER | 04/22/16 | 2,660.00 | 2,660.00 | THE 101 PLANNER, HIGH, BLOCK, 5X8 |
| DETAILS FOR ACCOUNT: 11-2120-400-300-400-43-5170-S-56297- GUID-CAREER ED SPLS-FWHS | | | | | | | |
| 16503693 | 001 | 008281 | PREMIER | 04/21/16 | 3,923.93 | 3,770.18 | SEE ATTACHED SCHOOLWIDE STUDENT P |
| DETAILS FOR ACCOUNT: 11-2130-440-300-415-43-5230-S-56665- SCH NURSE SUPPLIES-FWHS | | | | | | | |
| 16501062 | 001 | 001998 | FAIRFIELD PUBLIC SCHOOLS | 09/11/15 | 7,492.85 | 7,492.85 | ENCUMBRANCE FOR PERISHABLE SNACKS |
| 16503888 | 001 | 002563 | MOORE MEDICAL LLC | 05/03/16 | 339.27 | 339.27 | SEE ATTACHED NURSE SUPPLY ORDER |
| DETAILS FOR ACCOUNT: 11-2130-440-960-415-28-5230-S-56665- SCH NURSE SUPPLIES-ST | | | | | | | |
| 16502936 | 001 | 002563 | MOORE MEDICAL LLC | 03/04/16 | 539.27 | 512.27 | SUPPLIES FOR NURSE, BANDAGES, TOW |
| DETAILS FOR ACCOUNT: 11-2140-400-050-401-62-5150-B-56030- PSYCH TEST MATLS-MID | | | | | | | |
| 16504104 | 001 | 002441 | MHS | 06/30/16 | 400.00 | 67.78 | ITEM# 128500 TEST OF WRITTEN LANG |
| 16504104 | 002 | 002441 | MHS | 06/30/16 | 2,103.37 | 2,103.37 | Item#139250 Grey Oral Reading Tes |
| 16504104 | 003 | 002441 | MHS | 06/30/16 | 3,850.00 | 3,850.00 | Item# MAS208 Multidimensional Anx |
| 16504104 | 004 | 002441 | MHS | 06/30/16 | 1,860.00 | 1,860.00 | ITEM# 341100 LEITER Complete Kit |
| 16504113 | 001 | 009420 | BEHAVIOR ANALYSTS INC. | 06/30/16 | 1,095.00 | 1,095.00 | ITEM# APLS-All |
| 16504113 | 002 | 009420 | BEHAVIOR ANALYSTS INC. | 06/30/16 | 10,073.05 | 10,073.05 | ITEM# RAP/RAG ABLLS-R THE ASSESSM |
| 16504115 | 001 | 010580 | PEARSON ASSESSMENTS | 06/30/16 | 584.60 | 584.60 | BASC 3 Q GLOBAL STARTER KIT Disco |
| 16504115 | 002 | 010580 | PEARSON ASSESSMENTS | 06/30/16 | 1,943.00 | 1,943.00 | ITEM# 30866 Q GLOBAL DIGITAL ADMI |
| | | | | | 24,499.02 | 24,499.02 | |

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FAIRFIELD PUBLIC SCHOOLS - LIVE
OPEN PURCHASE ORDERS BY ACCOUNT
GROUPED BY FUND

DATE RANGE: 07/01/2009 TO 07/31/2016 CURRENT YEAR POS



| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Item Description |
|---|-----|--------|-------------------------------|----------|----------------|-------------|-----------------------------------|
| DETAILS FOR ACCOUNT: 11-2210-295-010-321-66-3700-B-53550- IMP/INST-PRO GRTH TUITION | | | | | | | |
| 16503168 | 001 | 005298 | ERIN HOWELL | 03/23/16 | 668.25 | 668.25 | TUITION REIMBURSEMENT FOR 2015-20 |
| 16503177 | 001 | 009110 | EDIE DUTTON | 03/23/16 | 319.20 | 319.20 | TUITION REIMBURSEMENT FOR 2015-20 |
| 16503178 | 001 | 009110 | EDIE DUTTON | 03/23/16 | 184.50 | 184.50 | TUITION REIMBURSEMENT FOR 2015-20 |
| 16503183 | 001 | 010679 | KARIN KING | 03/23/16 | 1,027.50 | 1,027.50 | TUITION REIMBURSEMENT FOR 2015-20 |
| 16503368 | 001 | 004961 | LINDSAY MORGANO | 04/06/16 | 1,656.00 | 1,656.00 | TUITION REIMBURSEMENT FOR 2015-20 |
| 16503369 | 001 | 004961 | LINDSAY MORGANO | 04/06/16 | 1,035.00 | 1,035.00 | TUITION REIMBURSEMENT FOR 2015-20 |
| 16503435 | 001 | 011018 | AUDRA ALLEN | 04/06/16 | 422.50 | 422.50 | TUITION REIMBURSEMENT FOR 2015-20 |
| 16503584 | 001 | 003860 | SABRINA PHILLIPS | 04/13/16 | 990.00 | 990.00 | TUITION REIMBURSEMENT FOR 2015-20 |
| 16503602 | 001 | 000531 | JOSEPH COTE | 04/15/16 | 865.50 | 865.50 | TUITION REIMBURSEMENT FOR 2015-20 |
| DETAILS FOR ACCOUNT: 11-2210-323-610-319-10-6130-S-54440- IMP/INST-CNF/STAF DV-BU | | | | | | | |
| 16502994 | 001 | 003147 | TEACHERS COLLEGE, COLUMBIA U. | 03/09/16 | 850.00 | 850.00 | DO NOT MAIL. WILL REGISTER WITH P |
| DETAILS FOR ACCOUNT: 11-2210-323-750-319-18-6130-S-54440- IMP/INST-CNF/STAF DV-MK | | | | | | | |
| 16503000 | 001 | 004846 | LISA D FLYNN | 03/09/16 | 370.00 | 370.00 | YOGA 4 CLASSROOMS WEBINAR COST I |
| DETAILS FOR ACCOUNT: 11-2210-346-012-327-60-6150-B-54680- PTA - COPYING | | | | | | | |
| 16503705 | 001 | 010551 | DE LAGE LANDEN FINANCIAL SERV | 04/21/16 | 532.00 | 349.21 | Per State Contract 12PSX0026, Le |
| DETAILS FOR ACCOUNT: 11-2210-356-001-305-60-6451-B-58050- RECORDS RETENTION | | | | | | | |
| 16501918 | 001 | 002629 | NEW ENGLAND ARCHIVE | 11/20/15 | 1,727.51 | 814.15 | PER STATE CONTRACT 15PSX0086: Stu |
| 16503499 | 001 | 002629 | NEW ENGLAND ARCHIVE | 04/11/16 | 10,389.60 | 10,389.60 | Per Brian Colton's March 23 quot |
| DETAILS FOR ACCOUNT: 11-2220-403-100-400-41-5200-S-56299- LIBRARY RESRCE CTR-FLHS | | | | | | | |
| 16502597 | 001 | 001274 | BARNES & NOBLE INC. | 02/04/16 | 500.00 | 430.47 | Purchase print copies of Summer R |
| 16502622 | 001 | 002007 | OVERDRIVE INC. | 02/04/16 | 1,500.00 | 1,500.00 | To purchase digital and audio v |
| DETAILS FOR ACCOUNT: 11-2220-403-520-400-30-5200-S-56299- LIBRARY RESRCE CTR-FW | | | | | | | |
| 16503797 | 001 | 002026 | FOLLETT LIBRARY RESOURCES | 04/25/16 | 60.00 | 60.00 | LIBRARY TITLES FROM TITLWAVE LIS |
| DETAILS FOR ACCOUNT: 11-2220-403-710-400-14-5200-S-56299- LIBRARY RESRCE CTR-HH | | | | | | | |
| 16502835 | 001 | 003755 | FOLLETT SCHOOL SOLUTIONS INC. | 02/22/16 | 1,498.41 | 225.56 | VARIOUS ACTION & NON-FICTION BOOK |
| 16503473 | 001 | 001622 | SCHOOL SPECIALTY | 04/11/16 | 41.99 | 37.84 | 9-1400370-030 SMARTBOARD LESSONS |
| 16503473 | 002 | 001622 | SCHOOL SPECIALTY | 04/11/16 | 22.12 | 19.93 | ITEM # 9-076560-030 INSTANT SOCIA |
| 16503473 | 003 | 001622 | SCHOOL SPECIALTY | 04/11/16 | 78.65 | 70.87 | ITEM #9-1290543-0301 STAESPECIFIC |
| DETAILS FOR ACCOUNT: 11-2220-403-730-400-16-5200-S-56299- LIBRARY RESRCE CTR-JN | | | | | | | |
| 16503332 | 001 | 003755 | FOLLETT SCHOOL SOLUTIONS INC. | 04/06/16 | 481.22 | 481.22 | 44 book titles for the Jennings L |
| DETAILS FOR ACCOUNT: 11-2220-403-960-400-28-5200-S-56299- LIBRARY RESRCE CTR-ST | | | | | | | |
| 16503269 | 001 | 002026 | FOLLETT LIBRARY RESOURCES | 04/06/16 | 202.81 | 202.81 | SEE ATTACHMENT CONFIRMING ORDER |

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FAIRFIELD PUBLIC SCHOOLS - LIVE
OPEN PURCHASE ORDERS BY ACCOUNT
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DATE RANGE: 07/01/2009 TO 07/31/2016 CURRENT YEAR POS

| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Item Description |
|--|-----|--------|---------------------------------|----------|----------------|-------------|-----------------------------------|
| DETAILS FOR ACCOUNT: 11-2220-404-100-400-41-5200-S-56299- ED MEDIA-LIB SUPPL-FLHS | | | | | | | |
| 16500605 | 001 | 001711 | CT POST | 08/04/15 | 54.60 | 54.60 | School Subscription 9/2/15 - 6/ |
| 16503197 | 001 | 000182 | STAPLES INC | 04/06/16 | 164.65 | 164.65 | ITC Consumable Supplies Purchase |
| DETAILS FOR ACCOUNT: 11-2220-404-710-400-14-5200-S-56299- ED MEDIA-LIB SUPPL-HH | | | | | | | |
| 16502808 | 001 | 001622 | SCHOOL SPECIALTY | 02/22/16 | 184.29 | 100.23 | VARIOUS LIBRARY SUPPLIES - SEE AT |
| 16502811 | 001 | 001812 | DEMCO INC. | 02/22/16 | 619.93 | 393.50 | VARIOUS LIBRARY SUPPLIES- SEE ATT |
| DETAILS FOR ACCOUNT: 11-2230-322-010-321-65-6127-B-54655- TECH TRAINING | | | | | | | |
| 16500973 | 001 | 002462 | CUSTOM COMPUTER SPECIALISTS, | 09/02/15 | 804.22 | 493.73 | INFINITE CAMPUS TRAINING AND TRAI |
| DETAILS FOR ACCOUNT: 11-2230-348-010-313-65-6405-B-54330- TECH SYS & EQUIP MAINT | | | | | | | |
| 16501627 | 001 | 002145 | H B COMMUNICATIONS INC. | 10/30/15 | 2,500.00 | 2,354.40 | Labor to locate conduit paths an |
| 16503641 | 001 | 002145 | H B COMMUNICATIONS INC. | 04/21/16 | 857.00 | 857.00 | dismount, and replace TV monitor |
| 16503642 | 001 | 002145 | H B COMMUNICATIONS INC. | 04/21/16 | 3,000.00 | 3,000.00 | Moves/ adds/changes for audio vis |
| 16503908 | 001 | 005852 | AUTO HOME COMMERCIAL SYSTEMS | 05/03/16 | 3,000.00 | 1,767.91 | NETWORK DROP RUNS AND REPAIRS AS |
| 16503973 | 001 | 001129 | HORIZON SOFTWARE INTERNATIONALA | 06/01/16 | 364.80 | 364.80 | Per Horizon Quote # Q53115 One So |
| DETAILS FOR ACCOUNT: 11-2230-400-014-415-65-5240-B-56220- TECH SUPPLIES - DISTRICT | | | | | | | |
| 16500054 | 001 | 002462 | CUSTOM COMPUTER SPECIALISTS, | 06/22/15 | 10,917.80 | 6,270.71 | OUT OF SCOPE OF MANAGED SERVICES |
| 16500807 | 001 | 002462 | CUSTOM COMPUTER SPECIALISTS, | 08/13/15 | 3,000.00 | 1,020.00 | CUSTOM DEVELOPMENT ITEMS AS AUTH |
| DETAILS FOR ACCOUNT: 11-2230-445-100-400-41-5220-S-56300- TECH SUPPLS-FLHS | | | | | | | |
| 16501627 | 002 | 002145 | H B COMMUNICATIONS INC. | 10/30/15 | 6,000.00 | 1,807.00 | Extren 50 foot shielded twisted |
| 16501842 | 001 | 003707 | NETWORK SYNERGY CORP. | 11/17/15 | 810.00 | 431.00 | PARTS AS AUTHORIZED |
| 16503662 | 001 | 003707 | NETWORK SYNERGY CORP. | 04/21/16 | 3,000.00 | 2,543.50 | UPS REPLACEMENT BATTERIES AS AUTH |
| DETAILS FOR ACCOUNT: 11-2230-445-100-400-43-5220-S-56300- TECH SUPPLS-FWHS | | | | | | | |
| 16503905 | 002 | 005233 | AMAZON.COM | 05/03/16 | 23.99 | 23.99 | eSUN 3.00mm Red 1kg/2.21lb HTPS 3 |
| 16503905 | 003 | 005233 | AMAZON.COM | 05/03/16 | 21.99 | 21.99 | Gizmo Dorks 3mm HIPS Filament 1k |
| DETAILS FOR ACCOUNT: 11-2230-445-300-400-43-5220-S-56300- TECH SUPPLS-FWHS | | | | | | | |
| 16503559 | 001 | 000182 | STAPLES INC | 04/13/16 | 2,000.00 | 231.17 | SCHOOLWIDE TECH NEEDS THRU YEAR E |
| DETAILS FOR ACCOUNT: 11-2230-445-730-400-16-5220-S-56300- TECH SUPPLS-JN | | | | | | | |
| 16503316 | 001 | 000182 | STAPLES INC | 04/06/16 | 219.75 | 147.62 | STAPLE ITEM #474407 WTRD OPTICAL |
| 16503316 | 002 | 000182 | STAPLES INC | 04/06/16 | 449.75 | 302.13 | STAPLES ITEM #878300 CALIFONE DE |
| DETAILS FOR ACCOUNT: 11-2230-475-010-311-65-6555-B-54625- TECH INFRASTRUCTURE | | | | | | | |
| 16500126 | 001 | 009639 | CHIMENET INC. | 07/01/15 | 237,884.16 | 7,813.00 | WIDE AREA NETWORK CONTRACT FOR J |



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FAIRFIELD PUBLIC SCHOOLS - LIVE
OPEN PURCHASE ORDERS BY ACCOUNT
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DATE RANGE: 07/01/2009 TO 07/31/2016 CURRENT YEAR POS

| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Item Description |
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| DETAILS FOR ACCOUNT: | | | | | | | |
| 16502784 | 001 | 008381 | 11-2230-501-010-313-65-6414-B-54325-PCMG, INC | 02/12/16 | 15,249.00 | 15,249.00 | renewal for clearwell ediscovey |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503641 | 001 | 002145 | 11-2230-541-010-503-65-5545-B-58205-H B COMMUNICATIONS INC. | 04/21/16 | 449.00 | 449.00 | dismount, and replace TV monitor |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16502470 | 001 | 001509 | 11-2310-640-029-601-69-6170-B-59050-CABE | 01/25/16 | 4,200.00 | 2,100.00 | The total cost of services is \$4, |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503705 | 001 | 010551 | 11-2320-346-001-327-68-6150-B-54680-DE LAGE LANDEN FINANCIAL SERV 04/21/16 | | 4,200.00 | 2,100.00 | Per State Contract 12PSX0026, Le |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16501796 | 001 | 001652 | 11-2320-358-010-305-68-6460-B-54125-ROSE KALLOR, LLP | 11/17/15 | 1,000.00 | 623.00 | Legal fees for Rose Kallor for Ju |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16501772 | 001 | 000182 | 11-2320-438-001-403-68-5220-B-56645-STAPLES INC | 11/17/15 | 500.00 | 234.72 | General Office Supplies for the S |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16502498 | 001 | 004388 | 11-2400-331-300-307-43-6140-S-54910-BITTEL INC. | 01/25/16 | 2,500.00 | 2,500.00 | DIPLOMAS AND COVERS FOR COMMENCEM |
| 16502509 | 001 | 006585 | 11-2400-344-300-327-43-6155-S-54662-HANSEN'S FLOWER SHOP | 01/25/16 | 500.00 | 500.00 | FLOWERS FOR GRADUATION AND AWARDS |
| 16502513 | 001 | 008906 | 11-2400-347-300-327-43-6150-C-54690-JERRY O'BRIEN ASSOCIATES LLC | 01/25/16 | 3,000.00 | 3,000.00 | FACULTY GOWNS AND HOOD RENTALS CO |
| 16502531 | 001 | 001504 | 11-2400-347-300-327-43-6150-C-54690-BUSINESS FORMS EAST LIMITED | 01/28/16 | 950.00 | 950.00 | GRADUATION ANNOUNCEMENTS ORDERED |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503727 | 001 | 001340 | 11-2400-344-100-327-41-6155-S-54662-SOUTHERN DUTCHESS NEWS | 04/22/16 | 1,100.00 | 989.00 | LAYOUT, PRINTING & FOLDING OF SCH |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16500581 | 001 | 001340 | 11-2400-344-300-327-43-6155-S-54662-SOUTHERN DUTCHESS NEWS | 08/04/15 | 2,616.00 | 315.00 | PRINTING OF FOCUS NEWSPAPER 4X DU |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503705 | 001 | 010551 | 11-2400-347-100-327-41-6150-C-54690-DE LAGE LANDEN FINANCIAL SERV 04/21/16 | | 2,398.00 | 1,152.95 | Per State Contract 12PSX0026, Le |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503705 | 001 | 010551 | 11-2400-347-300-327-43-6150-C-54690-DE LAGE LANDEN FINANCIAL SERV 04/21/16 | | 2,398.00 | 593.17 | Per State Contract 12PSX0026, Le |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503705 | 001 | 010551 | 11-2400-347-560-327-31-6150-C-54720-DE LAGE LANDEN FINANCIAL SERV 04/21/16 | | 1,120.00 | 593.17 | Per State Contract 12PSX0026, Le |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503705 | 001 | 010551 | 11-2400-347-560-327-31-6150-C-54720-DE LAGE LANDEN FINANCIAL SERV 04/21/16 | | 800.00 | 81.08 | Per State Contract 12PSX0026, Le |



| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Item Description |
|----------------------|-----|--------|---------------------------|----------|----------------|-------------|--|
| 16503788 | 001 | 000878 | W.B. MASON CO. INC. | 04/25/16 | 3,000.00 | 3,000.00 | SCHOOLWIDE PAPER NEEDS THROUGH YE |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503712 | 001 | 000182 | STAPLES INC | 04/22/16 | 2,000.00 | 68.92 | CLASSROOM SUPPLIES ***CONFIRMING O |
| 16503713 | 001 | 000182 | STAPLES INC | 04/22/16 | 2,000.00 | 100.32 | CLASSROOM SUPPLIES ***CONFIRMING |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503187 | 001 | 000182 | STAPLES INC | 04/06/16 | 200.00 | 170.10 | SUPPLIES FOR THE 2015-2016 SCHOO |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16501208 | 001 | 001622 | SCHOOL SPECIALTY | 09/23/15 | 2,500.00 | 194.03 | GENERAL SCHOOL SUPPLY PURCHASES FO |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16502464 | 001 | 000878 | W.B. MASON CO. INC. | 01/25/16 | 2,500.00 | 529.49 | COPY PAPER AND SUPPLIES AS NEEDED |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16500169 | 001 | 000182 | STAPLES INC | 07/10/15 | 3,000.00 | 818.71 | CLASSROOM SUPPLIES AS NEEDED. DO |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16500005 | 001 | 000878 | W.B. MASON CO. INC. | 07/01/15 | 2,500.00 | 666.55 | PER CREC CONTRACT AWARD: COPY PAP |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16501386 | 002 | 001622 | SCHOOL SPECIALTY | 10/09/15 | 1,500.00 | 1,381.49 | EDUCATIONAL SUPPLIES AS NEEDED U |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503707 | 001 | 010553 | A & A OFFICE SYSTEMS INC. | 04/21/16 | 20,065.00 | 4,338.03 | PER STATE OF CT STATE CONTRACT 04 |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16501386 | 001 | 001622 | SCHOOL SPECIALTY | 10/09/15 | 2,000.00 | 848.25 | FURNITURE & EQUIPMENT AS NEEDED U |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16504096 | 001 | 001622 | SCHOOL SPECIALTY | 06/30/16 | 2,776.32 | 1,456.08 | PER QUOTE 7780483377, ATTACHED: ITEM # 1532535, CHAIR, ROCKER, A |
| 16504096 | 002 | 001622 | SCHOOL SPECIALTY | 06/30/16 | 1,456.08 | 185.36 | ITEM # 1532536, CHAIR, ROCKER, A |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16504096 | 004 | 001622 | SCHOOL SPECIALTY | 06/30/16 | 3,689.20 | 3,689.20 | PER QUOTE 7780865371: ITEM # 136 |

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FAIRFIELD PUBLIC SCHOOLS - LIVE
OPEN PURCHASE ORDERS BY ACCOUNT
GROUPED BY FUND

P 10
poreport

DATE RANGE: 07/01/2009 TO 07/31/2016 CURRENT YEAR POS



| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Item Description |
|----------------------|-----|--------|--------------------------------|----------|----------------|-------------|------------------------------------|
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16504103 | 001 | 002430 | ROBERT H. LORD COMPANY INC. | 06/30/16 | 38,110.80 | 38,110.80 | PER QUOTE #32454: Sico #STTBIF CA |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503983 | 001 | 002319 | VALLEY COMMUNICATIONS SYSTEMS | 06/01/16 | 1,958.00 | 1,958.00 | Holland Hill - replace server dam |
| 16504073 | 001 | 002197 | HEWLETT-PACKARD COMPANY | 06/30/16 | 547.04 | 547.04 | HP EliteDesk 800 G2 Small Form Fa |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503705 | 001 | 010551 | DE IAGE LANDEN FINANCIAL SERV | 04/21/16 | 731.00 | 215.04 | Per State Contract 12PSX0026, Le |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16500184 | 001 | 000530 | CORPORATE MAILING SERVICES LL | 07/10/15 | 12,000.00 | 725.77 | MAIL PROCESSING FEES, BILLED WEEK |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16500177 | 001 | 000182 | STAPLES INC | 07/10/15 | 3,000.00 | 233.70 | Supplies for the Instructional Of |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503817 | 001 | 004541 | EDGERTON, INC | 04/25/16 | 12,870.00 | 12,870.00 | RLMS chiller repair as detailed o |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16502188 | 001 | 010282 | CALVERT SAFE & LOCK LTD. | 12/14/15 | 52,394.00 | 49,994.00 | Dwight-Replace 24 exterior doors |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16501394 | 001 | 003055 | SIMPLEXGRINNELL | 10/09/15 | 20,000.00 | 2,715.04 | FOR FIRE SUPPRESSION AND REPAIRS |
| 16503407 | 001 | 005852 | AUTO HOME COMMERCIAL SYSTEMS | 04/06/16 | 10,000.00 | 1,021.57 | Electrical repairs for all school |
| 16503892 | 001 | 003055 | SIMPLEXGRINNELL | 05/03/16 | 12,000.00 | 10,024.96 | TO COVER FIRE SUPPRESSION REPAIRS |
| 16503969 | 001 | 003055 | SIMPLEXGRINNELL | 05/26/16 | 8,985.50 | 5,515.77 | To cover additional fire suppressi |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16502788 | 001 | 010282 | CALVERT SAFE & LOCK LTD. | 02/12/16 | 60,551.25 | 21,870.00 | Jennings - Exterior door and fram |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16500307 | 001 | 003106 | STATE OF CT DEPT OF PUB SAFETY | 07/10/15 | 4,000.00 | 560.00 | BOILER INSPECTIONS DUE DURING 201 |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16500163 | 001 | 010097 | TARRANTINO'S LANDSCAPING INC. | 07/07/15 | 296,825.00 | 21,989.59 | FIELD MAINTENANCE OPERATIONS AT F |
| 16503917 | 001 | 010097 | TARRANTINO'S LANDSCAPING INC. | 05/03/16 | 10,900.00 | 8,100.00 | FIELD MAINTENANCE OPERATIONS AT F |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503927 | 001 | 008655 | NEW ENGLAND MECHANICAL SERVIC | 05/06/16 | 97,900.00 | 57,900.00 | BOE Central Office data room reno |



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FAIRFIELD PUBLIC SCHOOLS - LIVE
OPEN PURCHASE ORDERS BY ACCOUNT
GROUPED BY FUND

DATE RANGE: 07/01/2009 TO 07/31/2016 CURRENT YEAR POS

| PO # | LN | Vendor | Vendor Name | PO Date | Ordered Amount | Open Amount | Item Description |
|----------------------------------|-----|--------|---|----------|----------------|-------------|-----------------------------------|
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16501367 | 001 | 010282 | 11-2530-395-100-313-41-6640-C-55000- CALVERT SAFE & LOCK LTD. | 10/02/15 | 37,960.25 | 19,555.75 | FLHS - rekey building to district |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16504059 | 001 | 009600 | 11-2530-395-520-313-30-6640-C-55000- FRANK CAPASSO & SONS INC | 06/21/16 | 18,000.00 | 18,000.00 | Open concrete floor to install ex |
| 16504062 | 001 | 005105 | 11-2530-395-520-313-30-6640-C-55000- STEWART MECHANICAL SERVICE | 06/24/16 | 21,000.00 | 21,000.00 | Fuel oil piping replacement proje |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16504057 | 001 | 003306 | 11-2530-395-560-313-31-6640-C-55000- FERRARO'S PAINTING & RESTORAT | 06/21/16 | 36,755.00 | 36,755.00 | Prep and paint exterior steel can |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16504042 | 001 | 000450 | 11-2530-395-750-313-18-6640-C-55000- CONTROLLED AIR INC | 06/20/16 | 23,975.00 | 23,975.00 | Per attached proposal: labor and |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16502472 | 001 | 001613 | 11-2540-358-003-305-64-6475-B-54120- PHILIP H. CERRONE III ARCHITTE | 01/25/16 | 16,400.00 | 3,200.00 | Holland Hill - Design and constru |
| 16502662 | 001 | 004870 | 11-2540-358-003-305-64-6475-B-54120- KOHLER ROMAN, LLC | 02/04/16 | 10,000.00 | 3,000.00 | Engineering design services for F |
| 16503383 | 001 | 004971 | 11-2540-358-003-305-64-6475-B-54120- DUMITRU T. PETRUSCU, P.E., I | 04/06/16 | 1,700.00 | 350.00 | Chemical water treatment engineer |
| 16504061 | 001 | 011679 | 11-2540-358-003-305-64-6475-B-54120- VANZEIM ENGINEERS | 06/21/16 | 30,000.00 | 30,000.00 | Professional Engineering Services |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16500765 | 001 | 011523 | 11-2550-337-300-317-43-6190-S-54555- FIRST STUDENT INC. | 08/04/15 | 3,000.00 | 727.95 | FUNDS FOR STUDENT TRANSPORTATION |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16503844 | 001 | 011523 | 11-2550-337-520-317-30-6190-S-54550- FIRST STUDENT INC. | 04/25/16 | 2,000.00 | 727.95 | TRANSPORTATION COSTS, BUSES, FOR |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16501263 | 001 | 011523 | 11-2550-337-810-317-22-6190-S-54540- FIRST STUDENT INC. | 09/25/15 | 2,000.00 | 2,000.00 | STUDENT FIELD TRIP BUS TRANSPORT |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16504039 | 001 | 005915 | 11-2640-246-010-129-66-3041-B-51710- OFFICE TEAM | 06/15/16 | 5,749.98 | 380.40 | TEMPORARY SECRETARY (2) FOR SPED |
| DETAILS FOR ACCOUNT: | | | | | | | |
| 16500306 | 001 | 000182 | 11-2640-495-001-415-66-6700-B-56740- STAPLES INC | 07/10/15 | 1,000.00 | 108.14 | HR OFFICE SUPPLIES FOR SY15-16 |
| TOTALS FOR FUND: 11 General Fund | | | | | | | |
| | | | | | 1,555,532.80 | 615,795.00 | |

Grand Totals: 1,555,532.80 615,795.00

Bosse, Caitlin

From: Tetreau, Mike
Sent: Friday, August 19, 2016 4:29 PM
To: Mayer, Robert
Cc: Bosse, Caitlin; Griffin, Kathleen
Subject: Strategic Plan

Bob – I want to confirm that we need the Strategic Plan funding of \$100,000 carried over into FY2017. We have plans to begin the process in October of 2016. Please let me know if you need any further information.

Thank you, Mike

Michael Tetreau
First Selectman
Town of Fairfield
725 Old Post Road
Fairfield, CT 06824

203-256-3030

Follow me at www.twitter.com/miketetreau

Bosse, Caitlin

From: Sciglimpaglia, Dan
Sent: Thursday, September 01, 2016 10:17 PM
To: Bosse, Caitlin
Cc: Mayer, Robert
Subject: RE: FY16 Reappropriations

Caitlin,

55300-\$29,000 – This is needed for infrastructure upgrades to install the new SANs for maximum performance. This was not spent in FY 16 as it is dependent on the SAN Selection.

57000-\$115,000 - This is being requested for replacement of SANs and moving the Backup and Disaster location out of Fairfield Woods Library. It was not spent in FY 16 due to vendor evaluations and final vendor selection was not completed and agreed upon.

53200-\$4,400 – Sent in by Gerald Foley balance due to outstanding invoice services from the phone consultant.

Thanks,
Dan S.

From: Bosse, Caitlin
Sent: Friday, August 19, 2016 12:35 PM
To: Sciglimpaglia, Dan
Cc: Mayer, Robert
Subject: FY16 Reappropriations

Dan,

Can you please send me back-up that I can send to the Board of Finance on your re-appropriation request? The request should explain why these funds were not expended in FY16 and the on-going need of these funds into FY17.

Here are the amounts you are requesting to be carried forward into FY17:

55300-\$29,000
57000-\$115,000
53200-\$4,400

Thank you

Bosse, Caitlin

From: Foley, Gerald
Sent: Friday, July 08, 2016 2:51 PM
To: Bosse, Caitlin
Cc: Mayer, Robert; Sciglimpaglia, Dan; Ryan, Phil; Dyer, Corinne
Subject: Request to carry forward funds - Account #01003110-53200

Caitlin:

The services of Stonehouse Technology Consultants were engaged to perform a needs assessment concerning the replacement of the Town's telephone system.

The purchase order for the telephone system needs assessment services is #16002473.

At the conclusion of the needs assessment phase, this same consultant was engaged to prepare a Request for Proposal (RFP) document to facilitate the replacement of the Town's telephone system.

The RFP of the replacement of the Town's telephone system is its final stages of development and should be completed within 1-2 weeks.

Once the RFP completed and then released, the Town intends to engage this same consultant to provide assistance during the RFP solicitation process, submission evaluation and award recommendation.

The amount of the original purchase order is \$10,000.00 and the expenses were charged to account #01003110-53200.

I am requesting that any open balance amount on this purchase order be carried-forwarded to fiscal year 2017 for this project.

And additionally, if available in this account (01003110-53200), I am requesting that an additional \$4,400.00 from the fiscal year 2016 account balance be carried-forwarded to fiscal year 2017 to facilitate engaging this same consultant to provide assistance to the Town during the RFP solicitation process for the new telephone system.

Thank you in advance for your consideration.

I look forward to hearing back from you.

Please let me know if you have any questions.

Gerald J. Foley
Purchasing Director
Town of Fairfield, CT
725 Old Post Road
Fairfield, CT 06824
T. 203.256.3060
F. 203.256.3080

Funds Transfer for FY16 Activity- General Fund

| | | | | | |
|----|------------|---------------------------------------|----|------------|--------------------|
| \$ | 800,412.00 | From: Contingency | | | 01002010-58010 |
| | | To: Various Accounts (see Exhibit A) | \$ | 800,412.00 | Various- See Exh A |
| | | | | | |
| \$ | 167,948.17 | From: Solid Waste & Recycling | | | 01006070-53200 |
| | | To: First Selectman's Office | \$ | 10,834.62 | 01001010-53200 |
| | | To: Registrars Of Voters | \$ | 4,578.33 | 01001070-51030 |
| | | To: Town Planning & Zoning | \$ | 18,565.92 | 01001110-51010 |
| | | To: Probate Court | \$ | 616.51 | 01001130-56150 |
| | | To: Community & Economic Development | \$ | 7,564.23 | 01001350-51010 |
| | | To: Private School Bus Transportation | \$ | 14,325.44 | 01002531-58500 |
| | | To: Purchasing | \$ | 4,152.44 | 01003030-51010 |
| | | To: Assessor | \$ | 9,016.04 | 01003050-51010 |
| | | To: Tax Collector | \$ | 5,400.77 | 01003090-51010 |
| | | To: Fire | \$ | 42,376.29 | 01004010-51010 |
| | | To: Animal Control | \$ | 2,865.19 | 01004050-51010 |
| | | To: Hydrant & Water Services | \$ | 6,256.03 | 01004090-54110 |
| | | To: Public Works Admin | \$ | 22,104.92 | 01005011-51010 |
| | | To: Human Services | \$ | 3,631.89 | 01006050-51010 |
| | | To: Debt Service | \$ | 15,659.55 | 01010030-53200 |
| | | | | | |
| \$ | 116,936.96 | From: Smith Richardson Golf Course | | | 01007113-51010 |
| | | To: Health | \$ | 115,069.54 | 01006010-51010 |
| | | To: Parks & Recreation | \$ | 1,867.42 | 01007050-51010 |
| | | | | | |
| \$ | 518,000.00 | From: Human Resources | | | 01001330-58930 |
| \$ | 107,000.00 | From: ECC | | | 01004150-51010 |
| \$ | 94,000.00 | From: Information Technology | | | 01003110-51010 |
| \$ | 21,231.79 | From: Conservation | | | 01001230-51030 |
| | | To: Police | \$ | 216,740.73 | 01004030-51010 |
| | | To: Street Lights | \$ | 53,291.28 | 01004070-54130 |
| | | To: Library | \$ | 26,122.89 | 01007010-51010 |
| | | To: Waterfront & Marina | \$ | 26,698.02 | 01007070-51010 |
| | | To: Public Works Operations | \$ | 417,378.87 | 01005030-54130 |
| | | | | | |
| \$ | 650,000.00 | From: Contribution-Surplus | | | 01002020-58970 |
| | | To: Debt Service | \$ | 650,000.00 | 01010030-58950 |
| | | | | | |
| \$ | 383,289.00 | From: Contribution-Surplus | | | 01002010-58010 |
| | | To: Debt Service | \$ | 383,289.00 | 01010030-58950 |
| | | | | | |
| \$ | 18,000.00 | From: Town Clerk | | | 01001030-51010 |
| \$ | 11,000.00 | From: Administrative Services | | | 01001050-56150 |
| \$ | 1,500.00 | From: Zoning Board of Appeals | | | 01001090-55400 |
| \$ | 19,000.00 | From: Conservation | | | 01001230-51030 |
| \$ | 3,000.00 | From: Shellfish Commission | | | 01001250-53200 |
| \$ | 37,000.00 | From: Legal Services | | | 01001270-53200 |
| \$ | 6,000.00 | From: Miscellaneous Contingencies | | | 01001290-58010 |
| \$ | 6,500.00 | From: Retiree Benefits | | | 01001310-53212 |
| \$ | 20,500.00 | From: Finance | | | 01003010-51010 |
| \$ | 6,900.00 | From: Unemployment Compensation | | | 01003150-52510 |
| \$ | 1,800.00 | From: Emergency Management | | | 01004110-55300 |
| \$ | 24,000.00 | From: Building | | | 01005050-51070 |
| \$ | 8,000.00 | From: Engineering | | | 01005070-57000 |
| \$ | 18,000.00 | From: Penfield Pavilion Complex | | | 01007030-51070 |
| \$ | 7,900.00 | From: Carl J Dickman Golf Course | | | 01007111-51070 |
| \$ | 12,000.00 | From: Smith Richardson Golf Course | | | 01007113-54140 |
| \$ | 6,500.00 | From: Health & Welfare Services | | | 01011030-58500 |
| | | To: Debt Service | \$ | 207,600.00 | 01010030-58950 |

Funds Transfer for FY16 Activity- WPCA

| | | | | | |
|----|-----------|------------------------|----|-----------|----------------|
| \$ | 73,293.00 | From: WPCA-Contingency | | | 13013010-58010 |
| | | To: Regular Payroll | \$ | 68,085.00 | 13013010-51010 |
| | | To: Social Security | \$ | 5,208.00 | 13013010-52200 |

DISTRIBUTION OF ACCRUED SALARIES THROUGH 6/30/2016

For Unsettled Contracts PETA, DPW, Nurses and ECC

| <u>Department</u> | <u>DEPT ACCRUAL</u> |
|--------------------------------|-------------------------|
| 1110 - TPZ | |
| 51010 Regular Payroll | 12,666 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>969</u> |
| TOTAL | 13,635 |
| 1230 - Conservation | |
| 51010 Regular Payroll | 24,837 |
| 51030 - Part-time | 0 |
| 51050 OT | 1,599 |
| 52200 Social Security | <u>2,022</u> |
| TOTAL | 28,459 |
| 1330 - Human Resources | |
| 51010 Regular Payroll | 12,033 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>921</u> |
| TOTAL | 12,954 |
| 3010 - Finance | |
| 51010 Regular Payroll | 21,053 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>1,611</u> |
| TOTAL | 22,663 |
| 3050 - Assessor | |
| 51010 Regular Payroll | 5,928 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>453</u> |
| TOTAL | 6,381 |
| 3090 - Tax Collector | |
| 51010 Regular Payroll | 12,454 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>953</u> |
| TOTAL | 13,406 |
| 3110 - Information Tech | |
| 51010 Regular Payroll | 21,730 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>1,662</u> |
| TOTAL | 23,393 |
| 4030 - Police | |
| 51010 Regular Payroll | 8,985 |
| 51030 - Part-time | 0 |
| 51050 OT | 559 |
| 52200 Social Security | <u>730</u> |
| TOTAL | 10,274 |

| | |
|-----------------------|----------------|
| 4050 - Animal Control | |
| 51010 Regular Payroll | 5,564 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>426</u> |
| TOTAL | 5,990 |
| 4150 - ECC | |
| 51010 Regular Payroll | 47,970 |
| 51030 - Part-time | 0 |
| 51050 OT | 14,251 |
| 52200 Social Security | <u>4,760</u> |
| TOTAL | 66,981 |
| 5011 - PW Admin | |
| 51010 Regular Payroll | 6,146 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>470</u> |
| TOTAL | 6,616 |
| 5030 - PW Ops | |
| 51010 Regular Payroll | 295,886 |
| 51030 - Part-time | 0 |
| 51050 OT | 33,837 |
| 52200 Social Security | <u>25,224</u> |
| TOTAL | 354,947 |
| 5050 - Building | |
| 51010 Regular Payroll | 7,031 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>538</u> |
| TOTAL | 7,569 |
| 5070 - Engineering | |
| 51010 Regular Payroll | 19,975 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>1,528</u> |
| TOTAL | 21,503 |
| 6010 - Health | |
| 51010 Regular Payroll | 92,241 |
| 51030 - Part-time | 17,484 |
| 51050 OT | 0 |
| 52200 Social Security | <u>8,394</u> |
| TOTAL | 118,120 |
| 6070 - Solid Waste | |
| 51010 Regular Payroll | 5,564 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>426</u> |
| TOTAL | 5,990 |
| 7010 - Library Main | |
| 51010 Regular Payroll | 41,569 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>3,180</u> |
| TOTAL | 44,749 |
| 7050 - Parks and Rec | |

| | |
|-----------------------|--------------|
| 51010 Regular Payroll | 6,461 |
| 51030 - Part-time | 0 |
| 51050 OT | 0 |
| 52200 Social Security | <u>494</u> |
| TOTAL | 6,956 |

| | |
|------------------------|--------------|
| 7111 - Carl Dickman GS | |
| 51010 Regular Payroll | 4,586 |
| 51030 - Part-time | 0 |
| 51050 OT | 626 |
| 52200 Social Security | <u>399</u> |
| TOTAL | 5,611 |

| | |
|-----------------------|---------------|
| 7113 - HSR GC | |
| 51010 Regular Payroll | 19,790 |
| 51030 - Part-time | 0 |
| 51050 OT | 2,703 |
| 52200 Social Security | <u>1,721</u> |
| TOTAL | 24,214 |

TOTAL Sal/Ben subject to Increase

| | |
|-----------------------|------------------|
| 51010 Regular Payroll | 672,472 |
| 51030 - Part-time | 17,484 |
| 51050 OT | 53,576 |
| 52200 Social Security | <u>56,880</u> |
| TOTAL | \$800,412 |

Accrual \$800,412/1.0765=\$743,532 Bargaining Unit Split

| | |
|-----------------------|------------------|
| 51010 Regular Payroll | \$672,472 |
| 51030 - Part-time | 17,484 |
| 51050 OT | 53,576 |
| Add: | 0 |
| 52200 Social Security | <u>56,880</u> |
| TOTAL | \$800,412 |