

**COMBINED BOARD OF SELECTMAN AND BOARD OF FINANCE  
PUBLIC BUDGET HEARING  
MINUTES OF MEETING  
MARCH 3, 2011**

Pursuant to the call and written notice, the Public Budget Hearing of the Board of Selectman and the Board of Finance was held on Thursday, March 3, 2011 at 7:00 pm in the Board of Education Administrative Offices, Seminar Room 300, 501 Kings Highway East, Fairfield, Connecticut.

**MEMBERS PRESENT**

Chairman Thomas Flynn, Robert Bellitto, Jr., Ken Brachfeld, James Brown, Christopher DeWitt, Kevin Kiley, Mary LeClerc, Robert Stone, Michael Tetreau

**MEMBERS ABSENT**

None

**ALSO PRESENT**

Paul Hiller, Chief Fiscal Officer and Clerk of the Board of Finance  
Kenneth Flatto, First Selectman, Town of Fairfield  
Sherri Steeneck, Board of Selectmen, Town of Fairfield  
James Walsh, Board of Selectmen, Town of Fairfield  
Linda Gardiner, Budget Director, Town of Fairfield  
Mary Carroll-Mirylees, Director of Human Resources, Town of Fairfield  
Richard Saxl, Town Attorney, Town of Fairfield  
Roger Autuori, Registrar of Voters, Town of Fairfield  
Michael Zembruski, Director of Solid Waste & Recycling, Town of Fairfield  
Richard White, Director of Public Works, Town of Fairfield  
Scott Bartlett, Supervisor, Public Works, Town of Fairfield  
James Gilleran, Building Official, Town of Fairfield  
David Title, Superintendent of Schools, Board of Education, Town of Fairfield  
Bonnie McWain, Director of Finance, Board of Education, Town of Fairfield

Chairman Flynn called the meeting to order at 7:08 p.m.

**Mr. DeWitt moved and Mr. Brachfeld seconded to move into Private Executive Session for discussions with the Town Attorney regarding negotiations and ongoing litigation items.  
Motion carried unanimously.**

**Mr. Bellitto, Jr. moved and Mr. Stone seconded to move back into public session at 8 pm.  
Motion carried unanimously.**

First Selectman Flatto called the meeting of the Board of Selectmen to order at 8:03 pm.

The budgets were reviewed as follows:

**5050 Building** James Gilleran presented this budget to the Board.

Mr. Gilleran explained to the Board that the list of upcoming projects was derived partially from looking at the schedule of the Zoning Department and the list is used as input to the anticipated building permits estimate in the budget. Mr. Gilleran informed the Board that costs were down some because retirement vacancies were not filled and, when someone is hired, the salary will be at a starting salary rate thereby saving some costs.

**5070 Engineering** Richard White presented this budget to the Board.

Mr. White stated that this budget is up 7.25%, half of which is for the replacement of an aging van used by the survey crew. In response to a question from the Board about joint purchasing being done between the BOE and the Town for vehicle replacement, Mr. Hiller reported that some joint purchasing has been done.

**5011 Public Works Administration** Richard White presented this budget to the Board.

Mr. White reported that this budget is up 1.78%.  
Mrs. Gardiner reported that the budget wide cost for medical per person is \$21,703.

**5030 Public Works Administration** Richard White presented this budget to the Board.

Mr. White explained that the paving increase is part of the long term plan to move this expense from Capital Improvement Projects to the department operating budget over several years.

Chairman Flynn asked Mr. Hiller and Mrs. Gardiner for an analysis of budgeted step increases – summary by department.

First Selectman Flatto informed the Board that this department has been running with 5 vacancies for several years (laborers) and they want to fill 2 vacancies with weekend shifts (laborers).

Ms. Steeneck asked if all subcontractors are checked for proper paperwork on all employees and checked to make sure all appropriate taxes are being paid for the employees. Mr. White agreed to check with the Purchasing Department to verify that this process has been implemented.

Chairman Flynn asked Mrs. Gardiner to run a vacancy schedule by department.

Chairman Flynn commended Mr. White and his team for the excellent work that was performed by his department this winter.

Chairman Flynn requested Mrs. Gardiner and Mr. White to create a report detailing the break out of contracted property services by department.

Chairman Flynn asked Mr. White for a list of safety training programs currently offered to employees.

**CAPITAL ITEMS**

Mr. White and Mr. Bartlett explained that an automated gate is needed to secure the site so that the DPW yard is not used by outsiders for dumping when the yard is closed and unstaffed.

Mr. Bartlett informed the Board that a lease option for the John Deere back hoe is not a value to the Town according to Mr. Hiller. Mr. Bartlett stated that a lease would add 2 ½% to the purchase price on a 3 year lease with a 5 year option.

During a discussion of the Clean Storm Water Compliance item, Mr. Flatto asked if this could be included in the request for the remediation at the Fire Training Center on One Rod Highway. Mr. White agreed to research this answer.

Chairman Flynn asked Mr. White to supply the Board with a list of sidewalks to be repaired in the Sidewalk Replacement Program.

Mr. White explained that the 3 dump bodies item will be used to extend the useful life of the fleet. Mr. Bartlett explained that the 2 wheel drive models that they are currently using are not built for the extensive work that is required by this department.

**4070 Street Lighting** Richard White presented this budget to the Board.

Mr. White reported there was no change to this budget.

**5040 Flood and Erosion Control** Richard White presented this budget to the Board.

Mr. Flatto suggested these two budgets could be folded into the Public Works Administration budget as a BOS adjustment.

**5070 Solid Waste and Recycling** Michael Zembruski presented this budget to the Board.

Mr. Zembruski reported that residential fees are lower than commercial fees and the fees are calculated by the Solid Waste and Recycling Commission and set yearly in June. Mr. Zembruski informed the Board that commercial tonnage is over estimates at this point so there is a small profit there but the Town is currently subsidizing residential on a fee per ton basis. Mr. Hiller added that the cost is in administration costs and enforcement activities. Mr. Zembruski noted that the problem with commercial haulers bypassing Fairfield and going directly to CRRRA seems to be decreasing but little enforcement is being done.

Mr. Walsh asked if commercial haulers could be required to install GPS devices in every truck so that tracking could be done in an effort to enforce commercial haulers to dump at the Fairfield transfer station.

**13013010 WPCA** Richard White presented this budget to the Board

Mr. Hiller reported that this is a self-sustaining budget which does not impact the mill rate and line 52110 is what goes to the OPEB account.

#### CAPITAL ITEMS

The new main affluent pump is needed because the 3 pumps were installed in 2001 and have been running constantly since then, Mr. White noted that this is the most critical piece of equipment and it would behoove the Town to have a spare on hand in light of the age of all of the current pumps.

#### PUBLIC COMMENT

Bill Llewellyn, 320 Morehouse Drive

In light of the current insurance cost per person being at \$21,703, does the Town shop for best pricing? Mr. Hiller replied that the Town does shop for a good price using the RFP process.

Carolyn Richmond, RTM District 1

Kristen McCarthy Vahey, RTM District 6

Other areas have a one container limit for trash with extra charges for additional containers; has the Town ever looked into this option?

Recycling is better for all and costs less in the long run.

Ann Stamler, RTM District 5

Please notice how many lines in the DPW budget have a negative increase and this department should be commended and acknowledged for running such an efficient department.

Steve Elworthy

Why is health insurance for retirees included in the WQPCA budget but not in any other budgets? Mr. Hiller explained that this is a self-sustaining budget so the retirees health insurance needed to be carried within this budget.

Mr. Kiley asked Mr. Hiller and Mrs. Gardiner to supply the Board with the following data:

- top level employee census schedule
- total benefit eligible people by options
- plans offered (medical, dental, vision, etc.)
- what is the annual fee premium for stop gap and the administration costs or brokerage fees.
- confirm total budgeted medical expenses.

Chairman Flynn noted that the Board still needs to discuss the following items from the March 2, 2011 meeting:

- Debt
- Pension
- Retiree Medical
- Contingency

Chairman Flynn asked Mr. Flatto if the Pension budget contains the funding level that the actuary recommended and Mr. Flatto stated that the Pension budget does contain the funding recommended by the actuaries. It was noted that the Town is required by legislation to fund this area 100% by 2013.

Mr. Tetreau asked that the BOF receive a copy of the ordinance requiring pension funding limits, which are currently 95.4% funded.

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Minutes of Meeting March 3, 2011

Chairman Flynn informed the Board that they still need to discuss Debt, Contingency and Fund Balance at a later date.

Chairman Flynn noted a scheduling item involving the vote on Capital Improvement Projects. Mr. Flynn reminded all that the vote was proposed to take place on March 14, 2011 but after further discussions with the TFC and the First Selectman, it became apparent that the voting could not take place until March 16, 2011 because the TFC will be presenting data that should require Public Comment on the 14<sup>th</sup>. The BOS will meet in the late afternoon of March 16<sup>th</sup> and vote on the bond resolution and the BOF would then receive the Bond Resolution that evening without very much time for review before a vote is taken. Mr. Flynn reported that Bond Counsel has been requested to be present at the March 16<sup>th</sup> meeting. Mr. Flynn noted that this appears to be the only way to facilitate getting this Bond Resolution through to the RTM for their review before they begin reviewing the rest of the budget in May and June.

Mr. Flatto asked if the meeting on March 14<sup>th</sup> could start at 7:30 but it was decided that there is much to cover and so the meeting will begin at the scheduled 7:00 pm start time.

Chairman Flynn noted that he feels public comment should be included at the March 14<sup>th</sup> meeting due to the fact that there will be new information presented by the TFC but he will check with the Town Attorney. It was the overall feeling of the BOF that public comment should be included at the March 14<sup>th</sup> meeting in an effort to promote transparency in government.

As for the CIP issue involving a project already bonded, Mr. Hiller will speak with Bond Counsel about that issue and report back to the BOF.

The meeting was adjourned at 11:2 p.m.