

[Board of Finance 7-21-2021 Special Meeting - YouTube](#)

**Board of Finance Special Meeting
Wednesday, July 21, 2021
7:30 pm**

A Special Meeting of the Board of Finance was held on Wednesday, July 21, 2021 at 7:30 pm via Webex in Fairfield, CT.

Members Present: Jim Brown-Chair, Lori Charlton, Christopher DeWitt-Vice Chair, David Fogel, Mary LeClerc-Secretary, Sheila Marmion, John Mitola, Jack Testani

Members Absent: Jim Walsh

Others Present: Human and Social Services Director Julie DeMarco, Fire Chief Denis McCarthy, Assistant Chief Erik Kalapir, FairTV

FINAL MINUTES

1. Call to Order- Chairman Brown called the meeting to order at 7:33 pm.
2. Pledge of Allegiance- Mr. Brown led the Pledge of Allegiance.
3. To hear, consider and act upon the following resolution as recommended by the Board of Selectmen (***pending approval at 07/19/21 BOS meeting; requires RTM approval***):
“RESOLVED, that, as part of the Bigelow Center for Senior Activities’ Five-Year Bus Replacement Plan, funds be, and hereby are, expended in the amount of \$67,000 to purchase a handicapped-accessible nine-seat bus with a wheelchair lift to improve mobility for seniors and individuals with disabilities, 100% of said purchase to be funded by a Traditional 5310 Capital Senior Bus Grant under Section 5310 of the Federal Transit Act’s Enhanced Mobility of Seniors and Individuals with Disabilities Program as administered by the State of Connecticut; and
FURTHER RESOLVED, that, First Selectwoman Brenda L. Kupchick, is authorized to make, execute and approve on behalf of the Town of Fairfield, any and all contracts or amendments thereof to secure said grant.”

Mr. DeWitt made a motion to put Item 3 before the BOF. Mr. Testani seconded the motion.

Human and Social Services Director Julie DeMarco thanked the BOF for hearing the item tonight. She said this grant is available every two years. She said that this year, it will cover 100% of the cost to replace the 2011 natural gas bus with a new bus. Ms. DeMarco said the Town no longer provides gas for the old bus and it has been sitting unused. She said the new bus is smaller with nine seats, will fit two wheelchairs and is 30% more efficient. She said the old bus will go on a municipal auction site and any money made from the purchase goes into the Town’s General Fund.

The motion carried unanimously.

4. To hear, consider and act upon the following resolution as recommended by the Board of Selectmen (***requires RTM approval***):

Resolved, that the Bond Resolution entitled, “A resolution appropriating \$196,192 for the purchase and installation of Fire Station Alerting and Radio equipment to process voice and data for fire station notification of emergencies and authorizing the issuance of bonds to finance such appropriation” be, and hereby is, approved. (Bond Resolution can be found in the backup)

Mr. Mitola made a motion to put Item 4 before the BOF. Ms. Charlton seconded the motion.

Fire Chief Denis McCarthy presented this item. He said this is part of phase two of the capital budget for the ECC. He said this has been on the capital budget waterfall for four years. He said the Town and Police and Fire are looking into grant money for radio and alerting. He said this will keep the Town compliant with the fire emergency alerting system. Mr. Brown read the bond resolution.

Ms. Charlton made a motion to approve the bond resolution for Item 4. Ms. Marmion seconded the motion.

The motion carried unanimously.

5. To hear, consider and act upon a request from the Purchasing Policy Committee to transfer \$3,000 from the General Fund Contingency (01002010-58010) to the Board of Finance Fees and Professional Services budget (01003130-53200) for work on the new Purchasing Policy

Mr. DeWitt made a motion to put Item 5 before the BOF. Ms. Charlton seconded the motion.

Mr. DeWitt presented this item as Chair of the BOF’s Purchasing Policy committee. He said that at the last BOF meeting, there was a report from Joseph Centofanti of PKF O’Connor Davies and it was known that \$10,000 was inadequate to finish the purchasing policy. Mr. DeWitt spoke with Controller Caitlin Bosse who told him that Mr. Centofanti spent \$3,000 over the original budget of \$10,000. Mr. DeWitt and Ms. Charlton said they will speak with Mr. Centofanti about finishing the policy and they will present that to the BOF at a later date. Mr. DeWitt said the \$3,000 will cover work that he has already done. He also said that whatever funds are requested to complete the purchasing policy will come out of contingency as it was underestimated what was needed to finish this policy.

The motion carried unanimously.

6. Adjourn

Mr. Fogel made a motion to adjourn the meeting at 8:01 pm. Mr. DeWitt seconded the motion which carried unanimously.

Respectfully submitted,

Pru O’Brien
Recording Secretary