



Town of New Fairfield

Selectmen's Office

4 Brush Hill Road

New Fairfield, Connecticut

**BOARD OF SELECTMEN
REGULAR MEETING
Senior Center Community Room
33 Route 37, New Fairfield**

Thursday, November 10, 2022

7:30 P.M.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Public Comment & Participation
4. Correspondence & Announcements
5. Approve Minutes of Board of Selectmen Regular Meeting October 27, 2022
6. Budget Transfers
7. Personnel Report
8. Appointments

New Business

9. Discuss and Possibly Vote to Approve the Authorizing Resolution for 2022 Emergency Management Performance Grant (EMPG)
10. Discuss and Possibly Vote to Set the Date for a Town Meeting to Consider and Act Upon Amendments to Chapter 16, Article II, Section 16-91 of the Code of Ordinances, New Fairfield, Connecticut, entitled "Sec 16-91. Tax Abatement for Volunteers" and Chapter 2.5, Article II of the Code of Ordinances, New Fairfield, Connecticut entitled "Article II.- Dogs"

Old Business

11. Discuss and Possibly Vote to Update Drop Off Center Fees -Tires
12. Discuss 2021/2022 Surplus Updates
13. Public Comment
14. Adjournment

Ms. Anita D. Brown
New Fairfield Ad Hoc Housing Opportunities Committee Chair
4 Brush Hill Road
New Fairfield, CT 06812

November 7, 2022

Ms. Pat Del Monaco
New Fairfield First Selectman
4 Brush Hill Road
New Fairfield, CT 06812

Dear First Selectman Del Monaco:

The Ad Hoc Housing Opportunities Committee has been meeting monthly since we were appointed in May, 2022, to develop strategies for affordable housing opportunities.

Initially our work has focused on educating ourselves about the housing "landscape" by hosting the Chair of Ridgefield's Affordable Housing Commission, Dave Goldenberg, the Director of CT's Department of Housing, Michael Santoro, and WestCOG's Planner, Kristin Floberg.

At this juncture we wish to engage the New Fairfield community in the process, as it relates to their experience and/or perceptions of housing. Developing an accurate assessment of our housing stock will take place as well. In the future, we may be able to secure grant money, however at present the committee is requesting the financial support of the Board of Selectmen to kickstart the process now.

Researching knowledgeable consultants, we hope to enlist Jocelyn Ayers, Director of Litchfield County Housing Opportunities, who has worked with 16 municipalities over the last two years to develop and adopt municipal housing affordability plans. In addition Jocelyn is closely associated with Fairfield County's Center for Housing Opportunity. As provided in the attached consultation proposal, her fee for this stage of the work is estimated to be \$7000. We are asking the Board of Selectmen to make this amount available for the Committee to use this Fiscal Year for surveys and community forums.

On behalf of our committee, we thank you for considering our request.

Sincerely,


Anita D. Brown

Chair, Ad Hoc Housing Opportunities Committee



Introduction

Jocelyn Ayer, Director of the Litchfield County Center for Housing Opportunity (LC-CHO) has worked with sixteen (16) municipalities over the last two years to develop and adopt municipal housing affordability plans as required by CGS 8-30j. These municipalities ranged in size from the Town of Warren (pop. 1,350) to the City of Torrington (pop.35,000). No matter the size of the town, the critically important ingredient in these planning processes has been engaging the community in an ongoing way.

Jocelyn would be happy to assist/advise the New Fairfield Housing Opportunities Committee with their work in the ways described in the proposed scope of work below. The new Director of the Fairfield County Center for Housing Opportunity, Aisha Woods would also hope to join in on meetings as she gets to know the housing goals of each Fairfield County town.

Proposed Scope of Work

- Assist the committee with developing and distributing one or more resident surveys; including a housing needs survey. (CHO has a SurveyMonkey subscription already and could host New Fairfield's online survey as it has done with the other towns it has worked with at no additional cost to the town.)

- Assist the committee with developing community forum agendas, outreach, and attend forums to answer resident questions as needed that may arise at public forums.

- Assist the committee to provide targeted survey and housing data for use by New Fairfield's decision-making bodies.

- Prepare reports, flyers, or executive summaries as needed for community forums, posting on the town's website, or to provide to the New Fairfield decision-making bodies.

This work could begin as soon as November 15, 2022. With this scope of work it is hard to estimate the exact time; therefore I propose we do an "up to" amount of hours the New Fairfield Ad Hoc Housing Opportunities Committee would actually need. We could provide up to 75 hours for a cost of \$7000.

Best,
Jocelyn Ayer (She, Her, Hers)
Director

Jocelyn@thehousingcollective.org | M: 860.806.5696
cthousingopportunity.org

TOWN PROPERTIES CAPITAL BUDGET

301-4340-0000-000 / 700.14

| Building Repair Reserve | STEAP Town Hall Annex | Replace Furnace Co. A | PD Cameras | Interior Painting Annex | Electrical Install PD | Electrical Install DPW Town Garage | Update Outside Lighting All Buildings | Library HVAC Repair | Ball Pond FH Ductless Split A/C Unit | CO A Bay Doors Repair | Total |
|--------------------------------------|-----------------------|-----------------------|------------|-------------------------|-----------------------|------------------------------------|---------------------------------------|---------------------|--------------------------------------|-----------------------|-------------|
| 86,893.32 | 42,448.20 | 45,000.00 | 4,900.00 | 11,000.00 | 2,475.00 | 2,840.00 | 25,000.00 | | | | 195,556.52 |
| 20,000.00 | | | | | | | | | | | 45,000.00 |
| (17,034.00) | | | | | | | | 9,300.00 | 7,734.00 | 476.00 | - |
| Submitted to BOS 11/10/22 | | | | | | (2,840.00) | | | | | (2,840.00) |
| Expenditures | | | | | | | | | | | |
| PO #22000712 - Shock Electric | | | | | | | | | | | |
| Encumbered | | | | | | | | | | | |
| PO #20000004 - Bob Conley & Son | | | | (6,600.00) | | | | | | | (6,600.00) |
| PO # 21000580 - Loureiro Engineering | (13,720.00) | | | | | | | | | | (13,720.00) |
| PO #22000713 - Shock Electric | | | | | (2,475.00) | | | | | | (2,475.00) |
| PO #23000521 - Tucker Mechanical | | | | | | | | | (7,734.00) | | (7,734.00) |
| PO #23000522 - Waterboy Plumbing | | | | | | | | (9,300.00) | | | (9,300.00) |
| Balance | 89,383.32 | 45,000.00 | 4,900.00 | 4,400.00 | - | - | 25,000.00 | - | - | 476.00 | 197,887.52 |

TOWN OF NEW FAIRFIELD
 PERSONNEL REPORT
 November 10, 2022

| LAST NAME | FIRST NAME | POSITION | LOCATION | PAY RATE | REASON | EFFECTIVE |
|-------------------------|------------|---------------|----------------|-------------|----------------------|------------|
| NEW HIRES: | | | | | | |
| 1 GROVER | KELLY | PT DISPATCHER | COMMUNICATIONS | \$25.00/HR. | REPLACING M. DIBIASE | 11/11/2022 |
| CHANGE IN STATUS | | | | | | |
| | | | | | | |
| SEPARATION | | | | | | |
| | | | | | | |
| | | | | | | |
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| | | | | | | |

AUTHORIZING RESOLUTION OF THE
Board of Selectmen-Town of New Fairfield

CERTIFICATION:

I, Holly Z. Smith, the Town Clerk of Town of New Fairfield, do hereby certify that the following is a true and correct copy of a resolution adopted by the Board of Selectmen at its duly called and held meeting on November 10, 2022 at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the Town of New Fairfield may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Patricia Del Monaco, as First Selectman of the Town of New Fairfield, is authorized and directed to execute and deliver any and all documents on behalf of the Board of Selectmen and to do and perform all acts and things which she deems to be necessary or appropriate to carry out the terms of such documents.

The undersigned further certifies that Patricia Del Monaco now holds the office of First Selectman and that she has held that office since November 21, 2017.

IN WITNESS WHEREOF: The undersigned has executed this certificate this 10th day of November, 2022.

Holly Z. Smith
Town Clerk

The Chief Executive Officer has not changed since the previous resolution was authorized on _____



Town of New Fairfield

*Selectmen's Office
4 Brush Hill Road
New Fairfield, Connecticut*

WARNING!

SPECIAL TOWN MEETING TOWN OF NEW FAIRFIELD

Notice is hereby given to the electors of the Town of New Fairfield and those entitled to vote at Town Meetings that a Town Meeting will be held on Tuesday, November 22, 2022 at 7:00 P.M. at the Senior Center at 33 Route 37 for the following purpose to wit:

1. To consider and act upon the amendment of an ordinance authorizing the Board of Selectmen to revise the tax abatement for volunteers, said ordinance to be codified by amending Chapter 16, Article II, Section 16-91 of the Code of Ordinances, New Fairfield, Connecticut, entitled "Sec. 16-91. Tax Abatement for Volunteers."
2. To consider and take action upon the amendment of the Ordinance, Chapter 2.5 Animals, Article II Dogs, defining Animal Control responsibilities within the Town of New Fairfield.

The full text of the amended Ordinances is on file and available for public inspection in the Office of the Selectmen.

Dated at New Fairfield, Connecticut this 22nd day of November 2022.

Patricia Del Monaco
First Selectman

Khris Hall
Selectman

Lori-Ann Beninson
Selectman

DIVISION 5. - FIREFIGHTERS, EMERGENCY MEDICAL TECHNICIANS, PARAMEDICS AND AMBULANCE DRIVERS

Sec. 16-91. - Tax abatement for volunteers pursuant to ~~section 6 of Public Act 99-272~~. CGS Sec. 12-81W.

(a)

Preamble. The town hereby establishes a program of tax abatement for real and motor vehicle property taxes, pursuant to ~~Section 6 of Public Act 99-272~~ CGS Sec. 12-81W and further subject to the provisions hereof, for any fiscal year for any eligible person who volunteers his or her services as a firefighter, emergency medical technician, paramedic or ambulance driver.

(b)

Definitions.

Volunteer means each qualified member of the New Fairfield Volunteer Fire Department ("NFVFD") or ~~member of the fire police~~ as certified to by the program administrator for the NFVFD, who volunteers his or her services as a firefighter, ~~fire police~~, emergency medical technician, paramedic or ambulance driver ("volunteer").

Certification date means October 1 of each year.

Certification form shall mean a form prescribed by the tax collector of the town for certification of eligibility for real and motor vehicle property tax abatement.

(c)

Eligibility. A volunteer shall establish eligibility for the benefits described herein by performing a suitable level of volunteer service to the NFVFD. That level of service shall be determined by the program administrator of the NFVFD. In order to be eligible for a tax abatement in any fiscal year, in addition to any other eligibility requirements, a volunteer firefighter must not be delinquent in any tax obligation to the town.

(d)

Benefit. An eligible volunteer shall be entitled to an abatement of real or motor vehicle property taxes for any fiscal year during which they are deemed eligible pursuant to the provisions hereof in accordance with subsection (e) hereof. An inactive member, having served twenty-five (25) years or more of active service to the NFVFD, shall be eligible to receive a tax abatement of real or motor vehicle property taxes annually in the amount of ~~seven hundred fifty fifteen hundred~~ dollars (~~\$750.00~~) (\$1,500.00). A "Line of Duty" death will qualify the volunteer's spouse to continue to receive an abatement of real or motor vehicle property taxes for a period of ten (10) years at the volunteer's

current level of tax abatement, so long as the real or motor vehicle property is owned by the volunteer's spouse (pursuant to section 10 of Public Act 00-215). Tax abatement shall be applied first against any real property taxes and if volunteer doesn't own real property, then against motor vehicle taxes. Notwithstanding subsection (e) hereof, no volunteer shall receive an abatement greater than ~~one~~ **two** thousand dollars (~~(\$1,000.00)~~ **(\$2,000.00)**) in any fiscal year nor greater than the volunteer's real or motor vehicle property tax liability in any fiscal year. The abatement may not be carried over into another fiscal year. (Example: Volunteer eligible for abatement of one thousand dollars (\$1,000.00) in fiscal year 2000, with a tax liability of eight hundred dollars (\$800.00), may not carry over the two hundred dollars (\$200.00) unused portion of the abatement into subsequent fiscal years.)

(e)

Service point system. The program administrator of NFVFD shall track the participation of service of its members with respect to years of service, past and present, and current level of service. The service point system and the amount of abatement shall be as follows:

Service Point System

EXPAND

| Years of Service | Tax Abatement |
|------------------|-----------------------------------|
| 0—1 | \$0.00 |
| 2—4 | \$500.00 -\$1,000.00 |
| 5—9 | \$750.00 -\$1,500.00 |
| 10 and over | \$1,000.00 -\$2,000.00 |

(f)

Certification. Each year on or after the certification date the program administrator of NFVFD, together with the volunteer seeking the abatement, shall certify to the tax collector, on a certification form, that the volunteer is eligible for benefits hereunder. On or before December 31st of each year, the program administrator of the NFVFD shall forward the certification form to the tax collector attesting to the eligibility of each volunteer for benefits hereunder. Copies of the certification form shall be forwarded to the director of finance, the tax assessor, the first selectman and the chief of the NFVFD and shall be available for public inspection at the NFVFD headquarters.

(g)

Jointly owned property. If real property is jointly owned by one (1) or more eligible volunteers, an abatement shall be given to each volunteer at the abatement amount established by subsection (e).

(h)

Recapture and termination. On the sale, conveyance or transfer of the volunteer's real or motor vehicle property or portion thereof, the abatement shall be prorated by the tax collector for the actual days of ownership by the volunteer. On the death of a volunteer, the abatement shall apply only through the end of the fiscal year in which the death occurs, unless it is a "Line of Duty Death".

(i)

Appeal. Any volunteer who claims to have been wrongly denied benefits hereunder may, within forty-five (45) days of written notice to the volunteer of his or her denial of eligibility, appeal to the board of selectmen of the Town of New Fairfield for redress, with a copy of such appeal to be sent to the program administrator. The decision of the board of selectmen with respect to each such appeal shall be final.

(j)

Miscellaneous. The volunteer shall be responsible for any federal and state tax consequences that may result from any abatement the volunteer receives under this division. The town shall file any documents that may be required by state or federal agencies for the abatement, however, neither the filing of documents nor any other action by the town pursuant to this division shall create or imply any type of employment or beneficiary status between the town and volunteer.

(k)

Applicability. The program shall be applicable to assessment years commencing on or after October 1, ~~2018~~ 2021 and to any volunteer who is eligible as of October 1, ~~2018~~ 2021.

(Ord. of. 10-20-00; Ord. of 6-5-07; [Ord. of 11- 8-18\(1\)](#))

ARTICLE II. - DOGS

Sec. 2.5-16. - Definitions.

For purposes of this article, the word "street" shall mean any public or private street, road or highway, whether or not paved.

(Ord. of 3-31-92, § 1)

Sec. 2.5-17. - Prohibited conduct.

No person owning, keeping or having custody of any dog shall permit such dog on any property of a person other than the owner, keeper or custodian of such animal or on any street or sidewalk, unless such animal is accompanied by such owner, keeper or custodian and is firmly under the control of such owner, keeper or custodian, either by:

- (1) Being on a leash held by such owner, keeper or custodian; or
- (2) Being inside an enclosure.

(Ord. of 3-31-92, § 2)

Sec. 2.5-18. - Impoundment.

- (a) The **regional** Animal Control Officer may take into custody any animal found not accompanied by its owner, keeper or custodian in violation of this article and shall impound such dog at the **regional** animal control shelter. Such **regional** Animal Control Officer shall immediately notify the owner, keeper or custodian of any dog so taken, if known, of its impoundment. If the owner, keeper or custodian of any such dog is unknown, such **regional** animal control officer shall immediately tag or employ such other suitable means of identification of such dog as may be approved by the chief canine control officer of the state and shall promptly cause a description of such dog to be published once in the lost and found column of a newspaper having a circulation in the town.
- (b) If such dog is not claimed by and released to the owner, keeper or custodian within seven (7) days after the date of publication, the **regional** Animal Control Officer, upon finding such dog to be in satisfactory health, may sell such dog to any person who satisfies the **regional** Animal Control Officer that he is purchasing it as a pet and that he can give it a good home and proper care. The **regional** animal control officer may retain possession of such dog for such additional period of time as he may deem advisable in order to place such dog as a pet **or surrender such dog to an animal shelter. If, within such period, any dog is not claimed by and released to the owner, keeper or custodian or purchased as a pet, the regional animal control officer shall cause such dog to be mercifully killed by a licensed veterinarian or disposed of as the state veterinarian may direct.**
- (c) Any dog taken into custody or impounded pursuant to this article shall be redeemed by the owner, keeper or custodian thereof, or the agent of such owner, keeper or custodian, upon proper identification and payment by such owner, keeper or custodian or his agent of the sum of (1) fifteen dollars (\$15.00) and (2) the cost of advertising incurred under the provisions of subsection (b) above. When the owner, keeper or custodian of any such impounded dog fails to redeem such dog within twenty-four (24) hours after receiving notification so to do, or where the owner, keeper or custodian was unknown within twenty-four (24) hours after notification was effected by means of publication in a newspaper, such owner, keeper or custodian shall pay, in addition to such redemption fee and the cost of advertising, the full cost of detention and care of such impounded dog. All of the above redemption fees are in addition to any fines that may have been levied pursuant to section 2.5-19 of this article. In addition, any owner, keeper or custodian of any such impounded dog who fails to redeem such dog within one hundred twenty (120) hours after receiving notification so to do shall have committed a violation of this article.

(Ord. of 3-31-92, § 3)

Sec. 2.5-19. - Penalties.

Any person who violates this article shall, for the first offense, be issued a written warning, for the second offense be fined not more than twenty-five dollars (\$25.00), and for the third and each subsequent offense be fined not more than one hundred dollars (\$100.00).

(Ord. of 3-31-92, § 4)

Sec. 2.5-20. - Enforcement.

Enforcement of this article rests with the **regional** animal control officers.

(Ord. of 3-31-92, § 5)

Sec. 2.5-21. - Appeal.

Any person who is cited for a violation of this article may appeal to the Board of Selectmen within thirty (30) days after the issuance of a Notice of Violation by the **regional** Animal Control Officer, by giving written notice thereof to the Board of Selectmen. The Board of Selectmen shall, within thirty (30) days of their receipt of a written notice of appeal, consider and act on the appeal. The Board of Selectmen shall give the accused violator written notice of the date, place and time in which the Board of Selectmen will hear his or her appeal, and the accused violator shall have the right to be present at such time and to present and cross-examine witnesses. The Board of Selectmen shall issue its decision on the appeal within fifteen (15) days of the time it considers the appeal and shall give written notice of its decision to the accused violator.

(Ord. of 3-31-92, § 6)

Already Approved Addtnl Appr 195,500.00

NEW:

| | | Removed | Reason to Remove |
|--|-------------------|-----------|--|
| Cyber Policy Improvements | | 27,420.00 | EDR (Edpoint Detection and Response) - \$19,815 of this amount is Annual Fee so will increase operating budget: \$14,232.25 BOE & \$5,582.75 Town Not cost-effective, not persuing Cyber Coverage |
| Cyber Policy Improvements | | 7,166.00 | MFA (Multi-Factor Authentication) - Annual Fee so will increase opearting budget: \$4,541 BOE & \$2,625 Town Should become part of operating budget |
| PD technology (4G modems) | 10,000.00 | | End of life |
| PD Accreditation, State required | 19,500.00 | | Develop Operating Policy and Procedures Manual (15K) + 4500 Power DMS software to manage updates Power DMS comes with 4K annual fee |
| Planning Commission | 50,000.00 | | POCD Plan |
| FD Budget Cut | 50,000.00 | | Should be reconsidered due to canceled purchase of utility truck |
| Fire Companies Operating Surplus | 16,474.13 | | |
| eFinancePlus Upgrade | 8,050.00 | | Town |
| eFinancePlus Upgrade | | 8,000.00 | BOE (Estimated based on the quote for the Town) BOE expenditure |
| Medical Reserve Contribution | 150,000.00 | | |
| Well Testing mandated by the State | 12,000.00 | | Will be included in FY24 (were doing one sample per year) Needs to be added to Operating |
| Reduce Negative Balance in DOC | | 20,000.00 | DOC paid for brush removal due to storm that put fund into negative. Auditors' recommendation is to make the fund "whole" Increased fees, will monitor fund position |
| Hybrid Meetings | 35,000.00 | | |
| Phones Recorder | 2,100.00 | | |
| Fiber to connect PD to Firehouse | 16,000.00 | | |
| Upgrade Outside Lighting (From FY23 Cap&Non) | | 25,000.00 | Scaling the projects down |
| PW Chipper (From FY23 Cap&Non) | 70,000.00 | | |
| PW NF-17 Radio (From FY23 Cap&Non) | 2,500.00 | | |
| Squantz Pond HVAC Replacement | | | TBD |
| PW Ford NF-24 (From FY24 Cap&Non) | 75,000.00 | 75,000.00 | Will remain in FY24 |
| Housing Opportunity Committee Survey : | 7,000.00 | | |
| Total | 523,624.13 | | |
| Maximum Use | 610,000.00 | | |
| Remaining Amt to go Unassigned | 86,375.87 | | |
| | 5,500.00 | | Shelving for Town Clerk |