



The Planning Commission

Town of New Fairfield

New Fairfield, Connecticut 06812

Planning Commission Town of New Fairfield

Special Meeting Minutes

Thursday, January 4, 2024 @ 7:30pm

Community Room on the First Floor @ The New Fairfield Library
2 Brush Hill Road
New Fairfield CT

Commissioners: Ms. Cynthia Ross-Zweig, Chair
Mr. Cory Neumann, Vice Chair/Secretary
Mr. Ernie Lehman
Mr. Gary Reetz (absent)
Mr. Keith Landa

Alternates: Ms. Christina McCartney
Mr. Michael Oliva
Mr. Dylan White

Guests: Khris Hall

Call to Order: 7:30 pm

Pledge of Allegiance

Appointments

Cory Neumann made a motion to elevate Dylan White to a voting member. Seconded by Ernie Lehman.
All in favor.

New Business

Budget

A discussion was held regarding the existing budget. Cynthia Ross-Zweig stated to keep in mind staffing costs, the cost of the reworking of the POCD, and the fees for posting legal notices (which are billed per line).

Materials & Supplies: \$1000

Staffing: \$5000

POCD: \$35000

Ernie Lehman made a motion to recommend as the budget for the Planning Commission a total of \$41000: materials and supplies \$1000, staffing \$5000, and POCD \$35000. Seconded by Keith Landa. **All in Favor.**

Election of Chair and Vice Chair

Ernie Lehman made a motion to nominate Cynthia Ross-Zweig as the Planning Commission Chairman. Cory Neumann seconded the motion. **All in Favor.**

Cynthia Ross-Zweig made a motion to nominate Cory Neumann as the Planning Commission Vice Chairman. Dylan White seconded the motion. **All in Favor.**

Adjournment

Ernie Lehman made a motion to adjourn the meeting at 7:45 pm. Keith Landa seconded the motion. **All in favor**

Enclosure

Budget Audit Trail

Budget Detail

Received by email on 01/08/2024 @ 8:28 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield

POWERSCHOOL
 DATE: 01/04/2024
 TIME: 10:32:54

TOWN OF NEW FAIRFIELD
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1
 AUDIT21

SELECTION CRITERIA: orgn.fund='001' and orgn.orgn1='4191'
 ACCOUNTING PERIODS: 1/24 THRU 6/24

SORTED BY: FUND,DEPARTMENT,ACCOUNT

TOTALED ON:

PAGE BREAKS ON:

FUND - 001 - GENERAL FUND
 BUDGET UNIT - 00141910000000 - PLAN

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
001-4191-0000-000-00141910000000 - PLAN									
110.00	SALARIES				.00	.00	.00	BEGINNING BALANCE	
07/14/23	22-1					15.74		PAYROLL CHARGES	
07/24/23	11-1				5,000.00			POSTED FROM BUDGET SYSTEM	
07/28/23	22-1					73.47		PAYROLL CHARGES	
08/11/23	22-2					31.49		PAYROLL CHARGES	
08/25/23	22-2					5.25		PAYROLL CHARGES	
09/08/23	22-3					94.46		PAYROLL CHARGES	
09/29/23	22-3					78.71		PAYROLL CHARGES	
10/13/23	22-4					10.50		PAYROLL CHARGES	
10/27/23	22-4					62.97		PAYROLL CHARGES	
11/10/23	22-5					157.43		PAYROLL CHARGES	
11/17/23	22-5					24.01		PAYROLL CHARGES	
12/15/23	22-6					220.48		PAYROLL CHARGES	
TOTAL SALARIES					5,000.00	774.51	.00		4,225.49
610.00	MATERIALS & SUPPLIES				.00	.00	.00	BEGINNING BALANCE	
07/24/23	11-1				1,000.00			POSTED FROM BUDGET SYSTEM	
09/27/23	21-3		111807	19297 TOWN TRIBUNE		40.00	.00	INVOICE 214774	
10/26/23	21-4		112064	19297 TOWN TRIBUNE		36.00	.00	INVOICE 215054	
11/30/23	21-5	24000581-01	112215	19297 TOWN TRIBUNE		24.00	-24.00	INVOICE 215398	
11/30/23	21-5	24000581-01	112215	19297 TOWN TRIBUNE		36.00	-36.00	INVOICE 215466	
11/30/23	21-5	24000581-01	112215	19297 TOWN TRIBUNE		64.00	-64.00	INVOICE 215298	
11/30/23	20-5	24000581-01	112215	19297 TOWN TRIBUNE		-24.00	24.00	INVOICE 215398	
11/30/23	20-5	24000581-01	112215	19297 TOWN TRIBUNE		-36.00	36.00	INVOICE 215466	
11/30/23	20-5	24000581-01	112215	19297 TOWN TRIBUNE		-64.00	64.00	INVOICE 215298	
11/30/23	17-6	24000581-01		19297 TOWN TRIBUNE			250.00	LEGAL ADS	
12/04/23	21-6	24000581-01	112293	19297 TOWN TRIBUNE		24.00	-24.00	INVOICE 215398	
12/04/23	21-6	24000581-01	112293	19297 TOWN TRIBUNE		36.00	-36.00	INVOICE 215466	
12/04/23	21-6	24000581-01	112293	19297 TOWN TRIBUNE		64.00	-64.00	INVOICE 215298	
TOTAL MATERIALS & SUPPLIES					1,000.00	200.00	126.00		674.00
TOTAL REPORT					6,000.00	974.51	126.00		4,899.49

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

POWERSCHOOL
DATE: 01/04/2024
TIME: 10:33:31

TOWN OF NEW FAIRFIELD
DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
EXPSTA11

SELECTION CRITERIA: exp1edgr.key_orgn like '0014191%'
ACCOUNTING PERIOD: 6/24

SORTED BY: FUND,DEPARTMENT,ACCOUNT
TOTALLED ON:
PAGE BREAKS ON:

FUND - 001 - GENERAL FUND

ORGANIZATION / ACCOUNT TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
001-4191-0000-000 110.00 PLANNING COMMISSION SALARIES	5,000.00	220.48	.00	774.51	4,225.49
001-4191-0000-000 610.00 PLANNING COMMISSION MATERIALS & SUPPLIES	1,000.00	124.00	126.00	200.00	674.00
TOTAL REPORT	6,000.00	344.48	126.00	974.51	4,899.49