



Town of New Fairfield

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

**BOARD OF SELECTMEN
REGULAR MEETING
Sr. Center Community Room
33 Route 37**

**Thursday, April 25, 2024
7:30 P.M.**

**REVISED
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 April 11, 2024 and Special Meeting April 18, 2024
6. Budget Transfers
7. Approve Tax Refunds Recommended by Tax Collector
8. Personnel Report
9. Appointments

New Business

10. Discuss and Possibly Vote to Allow First Selectman to Lock Electricity Rates
11. Discuss Squantz Pond Fire House Elevator Project
12. Discuss HRRA By-Laws Amendment
13. Discuss and Possibly Vote on the Authorizing Resolution for 2024 EMPG Grant
14. Public Comment
15. Adjournment

Received by email on 04/24/2024 @ 2:32 p.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield

Town of New Fairfield
Board of Selectmen
4 Brush Hill Road
New Fairfield, CT 06812

MINUTES

Board of Selectmen Regular Meeting
Thursday, April 11, 2024
7:30 PM
via Zoom

Members present:

Melissa Lindsey, First Selectman
Pat Del Monaco, Selectman
Tom Perkins, Selectman

Other Town Officials Present:

Linda Fox, Library Director
Elisa Beckett-Flores, Registrar of Voters
Dan McDermott, Registrar of Voters
Matthew Schwartz, Director of Public Relations and Outreach

Broadcast Coordinator Quintin Flower explained the rules for a virtual meeting.

Call To Order First Selectman Melissa Lindsey called the meeting to order at 7:32pm.

Pledge of Allegiance

Public Comment

Planning Commission Chairman Cynthia Ross-Zweig spoke of concerns about funding for the Plan of Conservation of Development that is due in September of this year. She asked the BOS to allocate the necessary funds for the POCD. She further spoke of the requirements of the Planning Commission to make a report of the public buildings in town.

Rick Regan asked for details regarding the role of the new Director of Public Relations and Outreach including methods of communications and the metrics to evaluate if the goals were reached. He specifically spoke of one of the goals of this position that was to increase voter turn out at referendums. He asked if this would apply to the upcoming budget referendum and urged that the backstory of the budget be provided.

Correspondence and Announcements

Director of Public Relations and Outreach Matthew Schwartz thanked everyone for making him feel welcome during his first week in New Fairfield. He explained goals and methods for the job and noted that that he plans to try to reach as many residents as possible.

First Selectman Melissa Lindsey noted that there was a Communications meeting to finalize the list of radios needed for first responders. There was also a special meeting with the Planning Commission, Zoning Commission and Housing Opportunities Committee regarding the Affordable Housing Opportunities plan.

Selectman Pat Del Monaco asked for a discussion of the Squantz Fire House renovation and HRRRA by-law changes to be added to the next regular meeting agenda.

Approval of Minutes

Tom Perkins made a motion to approve the minutes of the regular meeting of March 28, 2024 and special meetings of April 4, 2024 and April 8, 2024. Melissa Lindsey seconded the motion.

Vote: 3-0-0 (Motion approved)

Budget Transfers

Tom Perkins made a motion to approve the following Intra-Departmental transfer in the amount of \$4,600.00. Pat Del Monaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

\$	Transfer From		\$	Transfer To	
\$300.00	001-4420-0000-000/110.00	Inland/Wetlands-Salaries	\$300.00	001-4420-0000-000/610.00	Inland/Wetlands-M&S
\$3,000.00	001-4550-0000-000/110.00	Library-Salaries	\$3,000.00	001-4550-0000-000/640.00	Library Books & Materials
\$1,300.00			\$820.00	001-4161-0000-009/332.01	Legal Inlands/Wetlands
			\$330.00	001-4161-0000-008/332.01	Legal ZBA
			\$150.00	001-4161-0000-001/332.01	Legal-Land
\$4,600.00			\$4,600.00		

Approve Tax Refunds recommended by the Tax Collector

Tom Perkins made a motion to approve the Tax Collector’s refund requests for April 10, 2024 totaling \$4,813.40 as presented. Pat Del Monaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Personnel Report

Tom Perkins made a motion to approve the Personnel Report dated April 11, 2024 as presented. Pat Del Monaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

The entire BOS thanked Kim Kraska for her years of service as the Animal Control Officer and wished her will in her future endeavors.

Proclamation

First Selectman Melissa Lindsey read a Proclamation for Kathy Waters upon her retirement from the Finance Department. The entire BOS thanked Kathy for all her expertise and hard work during her 26 year tenure with the Town.

Appointments

Economic Development Commission

Melissa Lindsey made a motion to appoint Gary Reetz to the Economic Development Commission. Tom Perkins seconded the motion. **Vote: 3-0-0 (Motion approved)**

Old Business- None

New Business

Melissa Lindsey made a motion to adopt the following Fair Housing Resolution as presented. Tom Perkins seconded the motion. **Vote: 3-0-0 (Motion approved)**

It was noted that the town is required to adopt this resolution on an annual basis.

Whereas, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and Whereas, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and Whereas, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and Whereas, The Town of New Fairfield is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice. NOW THEREFORE, BE IT RESOLVED, That the Town of New Fairfield hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and BE IT FURTHER RESOLVED, That the chief executive officer of the Town of New Fairfield or her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of New Fairfield and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities. Adopted by the Town of New Fairfield on April 11, 2024.

Vote on Accepting Grant from Connecticut Fair Plan-Anti-Arson Committee

Melissa Lindsey made a motion to approve a grant in the amount of \$500.00 from Connecticut Fair Plan-Anti-Arson Committee. Pat Del Monaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Pat Del Monaco thanked Fire Marshal Derrek Guertin for securing this grant.

Vote on authorizing Plan of Conservation and Development Funding request

Melissa Lindsey read a letter from the Planning Commission asking for \$35,000 for funding for the Plan of Conservation and Development. Pat Del Monaco noted that the budget for this was split into two years with the theory that the project is split into two phases so that the invoices would also be phased. She noted that the funding is including in this year's capital plan and will be available on July 1st. It was suggested that Purchasing Agent Patty Mota be consulted on this. No vote was taken on this item.

Vote to change approved amount of Additional Appropriation from January 11, 2024 from \$330,000 to \$245,000

Melissa Lindsey spoke of a vote made at the January 11, 2024 BOS that requested surplus money from the 2023-2024 budget. It was noted that some of the is money will be reallocated to the BOE and thus an additional vote needs to be taken.

Melissa Lindsey made a motion for an Additional Appropriation for \$245,000 from the General Fund Unreserved to the Cap and Non-Public Works Trucks and Equipment. Pat Del Monaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

\$	Transfer From		\$	Transfer To	
\$245,000.00	001-E25321	General Fund- Unreserved	\$245,000.00	301-4330-0000-000/742.03	Cap and Non-Public Works Trucks and Equipment
\$245,000.00			\$245,000.00		

Public Comment

Rick Regan welcomed Matthew Schwartz to New Fairfield and suggested that the BOS put a discussion of the Outreach position as a standing item on the agenda.

Adjournment

Melissa Lindsey made a motion to accept meeting at 8:10 pm. Tom Perkins seconded the motion. **Vote: 3-0-0 (Motion approved)**

Respectfully submitted,
Suzanne Kloos

TOWN OF NEW FAIRFIELD
FISCAL 2023-2024
Intra-Department Transfer

<u>\$'S</u>	<u>TRANSFER FROM:</u>		<u>\$'S</u>	<u>TRANSFER TO:</u>	
1,500.00	001-4154-0000-000 / 331.00	Tax Collector - Delinquent Tax Collection Fees	1,500.00	001-4154-0000-000 / 610.00	Tax Collector - M&S
3,000.00	001-4161-0000-005 / 332.01	Legal - Health	3,000.00	001-4161-0000-007 / 332.01	Legal - Zoning
4,500.00			4,500.00		

Submitted at the BOS meeting on 04/25/2024

Intra Department Transfer [Download](#)[Hide email](#)

Intra Department Transfer

BOS 04

SL

Shareen Langdon

...

To: Melissa Lindsey; Olga Melnikov

Mon 4/15/2024 9:08 AM

OM

Cc: Jean Green

Internal (slangdon@newfairfieldct.gov)

[Report This Email](#) [View My Quarantine](#) [Protection by Novus Insight](#)

Good morning,

I would like to request a transfer of funds from 1-001-4154-331 *Delinquent Tax Collection Fees* to line 1-001-4154-610 *Materials and Supplies*. The educational expenses incurred to date for Course I and Course II were unknown during the 23-24 budget process since Kerrie didn't know she and Nancy Poellot would be retiring. We have moved money around on our existing POs under materials and supplies, but at this point we have exhausted our funds for education, memberships etc. I would like to move a total of \$1500 into *Materials and Supplies* to replenish the funds used on education as well as the increase in Town Tribune costs. Renee and I registered for a Spring Meeting with CTx, but unfortunately there is only \$5 remaining on that PO. I am hoping this request can be reviewed and included on the Board of Selectmen's agenda for the April 25th meeting.

Please let me know if you have any questions or need additional information. This is a first for me.

Thank you for your time and consideration.

*Shareen***Shareen Langdon**

Tax Collector

Phone: 203 312-5620

Email: slangdon@newfairfieldct.gov

Town of New Fairfield

Tax Office

4 Brush Hill Rd

New Fairfield, CT 06812

www.newfairfield.org

TOWN OF NEW FAIRFIELD
PERSONNEL REPORT
April 25, 2024

	LAST NAME	FIRST NAME	POSITION	LOCATION	PAY RATE	REASON	EFFECTIVE
NEW HIRES:							
1	DASILVA	ISABELLA	LIFEGUARD	TOWN BEACH	\$16.66/HR.	RECREATION	4/26/2024
2	TAYLOR	NICOLE	CAMP COUNSELOR	TOWN CAMP	\$15.69/HR.	RECREATION	4/26/2024
CHANGE IN STATUS							
SEPARATION							
3	GUERTIN	DERREK	FIRE MARSHAL	TOWN HALL		VOLUNTARY RESIGNATION	5/9/2024
4	SMITH	ANITA	PT LIBRARY CLERK	LIBRARY		VOLUNTARY RESIGNATION	4/18/2024

ARTICLE II. HOUSATONIC REGIONAL RESOURCE RECOVERY AUTHORITY

Sec. 14-31. Adoption of state law.

The provisions of chapter 103b, sections 7-273aa to 7-273oo of the General Statutes, as amended by the provisions of Public Act No. 85-478, are hereby adopted.

(Ord. of 2-3-87, § 1; Ord. of 5-9-89, § 1)

Sec. 14-32. Created.

A public body politic and corporate of the state, to be known as the Housatonic Regional Resource Recovery Authority (hereinafter referred to as the authority), constituting a political subdivision of the state established and created for the performance of an essential public and governmental function is hereby created for the purposes, charged with the duties and granted with the powers provided in chapter 103b, sections 7-273aa to 7-273oo of the General Statutes, as amended by Public Act No. 85-478, and chapters 446d and 446e of the General Statutes, as amended, which authority is hereby designated as the regional resources recovery authority for the town. The authority shall be the regional resources recovery authority for the town and for such other member municipalities as shall by ordinance concurrent herewith adopt the provisions of chapter 103b of the General Statutes, as amended, create the authority and designate the authority as their regional resource recovery authority, and such other municipalities as shall by ordinance and upon such terms and conditions as the authority may determine, hereafter become member municipalities of the authority.

(Ord. of 2-3-87, § 2; Ord. of 5-9-89, § 2)

Sec. 14-33. Purpose.

The authority is established and created for the purpose of providing solid waste management and disposal of services within the region of the authority, which shall be the region within the jurisdiction of all of the member municipalities of the authority, and which purpose includes providing for the disposal of residential and commercial solid waste, the financing, construction and operation of one (1) or more solid waste disposal facilities for such purpose, and the delivery of solid waste thereto, including facilities for incineration of solid waste and production of steam, electricity and other byproducts for sale to public utilities and others.

(Ord. of 2-3-87, § 3; Ord. of 5-9-89, § 3)

Sec. 14-34. Composition.

- (a) The membership of the authority shall consist of one (1) representative from each member municipality of the authority. Each such member, including each of the first representatives of the authority, shall be appointed in the manner set forth in the concurrent ordinance adopted by each member municipality. Representatives shall serve for terms of three (3) years. Representatives shall continue to serve until their successors are appointed and have qualified. In no event shall the terms of more than one-half of the representatives expire simultaneously. If because of the addition or reduction of the number of member municipalities, the terms of more than one-half of the representatives would expire simultaneously, the terms of a sufficient number of representatives shall be automatically extended for a period of one (1) year. The extensions shall be based upon the alphabetical order of the member municipalities.

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- (b) Each member municipality may appoint one (1) alternate representative of the authority who shall act in the event of the disability or absence for any other reason of the representative of the municipality. The alternate representative shall have a voice at authority meetings and vote if the representative from the municipality is absent from the meeting.

(Ord. of 2-3-87, § 4; Ord. of 5-9-89, § 4)

Sec. 14-35. Appointment, qualifications of members.

The board of selectmen shall appoint the New Fairfield representative and alternate to the authority. The board of selectmen shall fill any vacancy which occurs and may remove the representative or alternate for cause. No person shall be eligible for appointment as a New Fairfield representative or alternate to the authority unless at the time of his appointment he is an elector of the town. Any such person who ceases to be an elector of the town shall thereupon cease to hold office.

(Ord. of 2-3-87, § 5; Ord. of 5-9-89, § 5)

Sec. 14-36. Compensation of members.

Representatives of the authority shall serve without compensation but shall be reimbursed for their necessary expenses.

(Ord. of 2-3-87, § 7; Ord. of 5-9-89, § 7)

Sec. 14-37. Voting procedures.

- (a) ~~Except in the case of membership termination, the authority shall operate with one hundred (100) voting units which shall be assigned to member municipalities in proportion to each municipality's share of the total population of all members of the authority as determined by the latest decennial federal census of population. There shall be no fractional votes and each municipality shall have a minimum of one (1) vote. The distribution of voting units among members shall be recomputed following each decennial federal census and upon the withdrawal or termination of any member municipality or the admission of a new member municipality. All actions by the authority shall require the affirmative vote of at least fifty one (51) percent of the total voting units present and voting at a duly called meeting of the authority at which a quorum is present.~~
- (b) ~~Members of the authority holding a majority of the voting units shall constitute a quorum, provided that no quorum shall be deemed to exist unless at least fifty one (51) percent of the members of the authority shall be present and voting. In case of membership termination, each member municipality shall have one (1) vote and there shall be no vote by voting units.~~
- (a) For the conduct of business, a quorum shall be deemed to exist when at least fifty-one percent (51%) of the member municipalities of the Authority are present and voting.
- (b) There shall be no voting by proxy.
- (c) When a quorum of the Authority is present at any duly noticed regular or special meetings of the Authority, each member municipality shall have one vote. In the event that a member municipality has both the primary and alternate representatives present, only one vote shall be allowed for that municipality.
- (d) All actions by the Authority unless otherwise specified herein or by other law shall require the affirmative vote of at least fifty-one percent (51%) of the total member municipalities present and voting at a duly called meeting of the Authority at which a quorum is present.

(Ord. of 2-3-87, § 6; Ord. of 5-9-89, § 6)

Sec. 14-38. Withdrawal.

Member municipalities may withdraw from the authority only after agreeing, in writing, to comply with the terms and conditions contained in any contracts between such municipality and the authority, or the holders of any bonds of the authority. No such withdrawal shall relieve such municipality of any liability, responsibility or obligation incurred by it as a member of the authority or as a user of any of the authority's projects.

(Ord. of 2-3-87, § 8; Ord. of 5-9-89, § 8)

Sec. 14-39. Concurrent ordinances required.

This article shall be deemed to be concurrent with such ordinances as shall be enacted by the City of Danbury and the Towns of Bethel, Bridgewater, Brookfield, New Milford, Newtown, Redding and Ridgefield, which ordinances are not inconsistent in any material respect with the provisions of this article. This article shall be deemed concurrent even though such ordinances are not adopted simultaneously by the municipalities and even though one (1) or more of the municipalities shall fail to adopt the ordinances.

(Ord. of 2-3-87, § 9; Ord. of 5-9-89, § 9)

Secs. 14-40—14-50. Reserved.

AUTHORIZING RESOLUTION OF THE
Board of Selectman – Town of New Fairfield

CERTIFICATION:

I, Holly Z. Smith, the Town Clerk of the Town of New Fairfield, do hereby certify that the following is a true and correct copy of a resolution adopted by Board of Selectman at its duly called and held meeting on April 25, 2024 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 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 Melissa Lindsey, 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 Town of New Fairfield and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents.

The undersigned further certifies that Melissa Lindsey now holds the office of First Selectman and that she has held that office since November 21, 2023

IN WITNESS WHEREOF: The undersigned has executed this certificate this 25th day of April 2024.

Holly Z. Smith
Town Clerk