

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

MINUTES

Board of Selectmen Regular Meeting
Thursday, January 25, 2018
7:30 PM
Community Room at 33 Route 37

Members present:

Pat Del Monaco, First Selectman
Khris Hall, Selectman
Kim Hanson, Selectman

Other Town Officials Present:

Ed Sbordone, Finance Director

Call To Order First Selectman Pat Del Monaco called the meeting to order at 7:35pm

Pledge of Allegiance

Correspondence and Announcements

First Selectman Pat Del Monaco congratulated Troop 42 Boy Scouts Michael Iadarola, Jason Lagas and Tyler Zars for attaining the rank of Eagle Scout.

Reminded residents that due to recent car break-ins to make sure that all cars parked outside are locked and don't contain any valuables.

Khris Hall will be holding "Listening Hours" at the library on Mondays from 5:30 pm to 6:30 pm and Thursdays from 10:00 am to 11:00 am.

The New Fairfield Library received a grant of \$1,500 to be used for programs at the library. A survey has been put on the library's website in order to get feedback as to which programs would be most popular. Residents are encouraged to fill out this survey.

The Inlands/Wetlands Commission has vacancies for three alternate positions and the Permanent Building Committee has vacancies for two alternate positions. Anyone interested should contact the Selectmen's office.

The second installment of Real Estate and Personal Property taxes and the supplemental automobile taxes are now due. The last day to pay without penalty is February 1st.

Selectman Kim Hanson noted that he is available via phone (203) 746-8492 or email: KimHanson@gmail.com for any questions or concerns by residents.

Public Comment- None

Approval of Minutes

Kim Hanson made a motion to approve the minutes of the January 11, 2018 regular meeting as presented. Pat Del Monaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Budget Transfers

Khris Hall made a motion to approve the following Intra-Departmental transfer in the amount of \$28,611.30. Kim Hanson seconded the motion. (Such document to be attached to the minutes of this meeting) **Vote: 3-0-0 (Motion approved)**

\$	Transfer From		\$	Transfer To	
\$1,821.30	4220-610-1	Fire Co's-Supplies & Equip.	\$1,821.30	4220-430-1	Fire Co's Maint. & Repairs (Additional repair costs)
\$18,000.00	4210-110	Police-Salaries Officers	\$18,000.00	4210-130-1	Police-Overtime (Officers opting for available OT)
\$8,790.00	4310-110	Public Works-Salaries	\$8,790.00	4310-130	Public Works-Salaries (Mid season adjustment)
\$2,000.00	4110-110	Board of Selectmen-Salaries	\$2,000.00	4110-610	Board of Selectmen-M&S (Temporary Staffing Costs-Final)
\$28,611.30			\$28,611.30		

Personnel Report

Khris Hall made a motion to accept the Personnel Report dated January 25, 2018 as presented. Kim Hanson seconded the motion.

Vote: 3-0-0 (Motion approved)

Appointments

Kim Hanson made a motion appoint Olga Nanocchio as a full member to the Permanent Building Commission. Khris Hall seconded the motion.

Vote: 3-0-0 (Motion approved)

Khris Hall made a motion to appoint John E. Falkowski from Green Funeral Home, 57 Main Street, Danbury and Tania L. Porta from Cornel Memorial Home, 247 White Street, Danbury as sub registrars of vital statistics for the Town of New Fairfield until January 3, 2022. Kim Hanson seconded the motion.

Vote: 3-0-0 (Motion approved)

Kim Hanson made a motion to appoint Kathryn DeTuillo as an alternate position to the Inlands/Wetlands Commission. Khris Hall seconded the motion.

Vote: 3-0-0 (Motion approved)

Appointment of Town Attorney

Khris Hall made a motion to appoint the firm Cohen and Wolf, P.C. as the Town Attorney for the Town of New Fairfield. Pat Del Monaco seconded the motion.

Vote: 2-1-0 (Motion approved- Kim Hanson opposed)

It was noted that there will be a lead attorney from the firm of Cohen and Wolf who will act as a focal point for New Fairfield.

Budget Workshop schedule and discussion

The next budget workshop is scheduled for Wednesday, January 31st at 10:30am in the Town Hall Conference Room. First Selectman Del Monaco noted that the BOS has met with all the departments and will now be discussing the budget as a whole. There was a brief discussion of the challenges of the budget and items that will be put in this year that were cut from last year's budget. Anyone interested in the budget process is encouraged to attend the January 31st meeting.

Selectmen Facebook Page

First Selectman Pat Del Monaco spoke of the Town's Facebook page and noted that the intention of the Facebook page is to post town events, meetings, information messages and ALERT Now messages. She and the New Fairfield IT department will be administrators for this page. The Administrative Assistant in the Selectmen's office will post links to agendas, minutes and meeting videos. Comments will be permitted but the Town will not respond to comments. Residents are encouraged to use the "Contact Us" section on the Town's website for comments or questions. First Selectman Del Monaco thanked John McCartney for all his help with putting this page together. Selectman Kim Hanson spoke of the challenges of having many pages on a Facebook page and suggested a social media page on the website.

Khris Hall made a motion to approve creating a Town of New Fairfield Facebook page. Pat Del Monaco seconded the motion.

Vote: 3-0-0 (Motion approved)

Lock in of fuel rates for the fiscal year July 1, 2018 through June 30, 2019

Khris Hall made a motion to allow the First Selectman to lock in fuel rates for the fiscal year July 1, 2018 through June 30, 2019. Kim Hanson seconded the motion.

Vote: 3-0-0 (Motion approved)

Finance Director Ed Sbordone spoke of the price of fuel oil and noted that it is possible to lock in a partial amount if interested. Selectman Kim Hanson asked First Selectman Del Monaco to inform the BOS if the price is higher than what is budgeted for.

Drop off center fees

Pat Del Monaco spoke of the fee structure for the Drop off center and the drop in revenues from the year 2012 to 2013. This was due mostly to the restructuring of recyclables. Selectmen Kim Hanson asked for more information about revenues and comparisons of prices for surrounding towns. Finance Director Ed Sbordone spoke of a meeting with town officials to determine the increase in prices.

Drop off center fees (con't)

Kim Hanson made a motion to table the approval of the increase in drop off fees. Khris Hall seconded the motion.

Vote: 3-0-0 (Motion approved)

Set date for Town Meeting

Pat Del Monaco made a motion to approve the following Warning for a Town Meeting:

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 Thursday February 8, 2018 at 7:00P.M. in the Community Room at 33 Route 37, in New Fairfield, CT, for the following purpose to wit:

1. To consider and act upon an authorization to apply the 2016-2017 town budget surplus of \$123,037.61 as follows: \$293.41 to Fire Company Reserve, \$25,000.00 to Cap & Non-Town Vehicle, \$37,000.00 to Cap & Non-Town Properties Capital, \$23,744.20 to Cap & Non-Emergency Planning Capital, \$20,000.00 to Ambulance-Para/EMT, \$15,000.00 to Cap & Non-Business Machines & Equipment and \$2,000.00 to Cap & Non-Business Machines and Equipment. Dated at New Fairfield, CT this 25th day of January 2018.

Kim Hanson seconded the motion.

Vote: 3-0-0 (Motion approved)

Public Comment- None

General Discussion: Items to be brought up by Selectmen for future agendas- None

Adjournment

Pat Del Monaco made a motion to adjourn the meeting at approximately 8:15 pm. Kim Hanson seconded the motion.

Vote: 3-0-0 (Motion approved)

*Respectfully submitted,
Suzanne Kloss*

**TOWN OF NEW FAIRFIELD
FISCAL 2017-2018
Intra-Department Transfer**

<u>\$'S</u>		<u>TRANSFER FROM:</u>		<u>\$'S</u>		<u>TRANSFER TO:</u>	
1,821.30	4220-610-1	Fire Co's-Supplies & Equip.		1,821.30	4220-430-1	Fire Co's-Maint. & Repairs (Additional repair costs)	
18,000.00	4210-110	Police-Salaries Officers		18,000.00	4210-130-1	Police-Overtime (Officers opting for available OT)	
8,790.00	4310-110	Public Works-Salaries		8,790.00	4310-130	Public Works-Salaries (Mid season adjustment)	
2,000.00	4110-110	Board of Selectman-Salaries		2,000.00	4110-610	Board of Selectman-M&S (Temporary Staffing Cost-Final)	
28,611.30				28,611.30			

To be submitted for approval at the BOS meeting on 1/25/2018

TOWN OF NEW FAIRFIELD
 PERSONNEL REPORT
 January 25 , 2018

LAST NAME	FIRST NAME	POSITION	LOCATION	PAY RATE	REASON	EFFECTIVE
NEW HIRES:						
1. KECK	STEVEN	PER DIEM DISPATCHER	COMMUNICATIONS	\$14.50/HR.		1/25/18
CHANGE IN STATUS						
SEPARATION						

**TOWN OF NEW FAIRFIELD
DROP OFF CENTER
Fiscal 2017**

<u>Fund #207</u>	BALANCE <u>6/30/2016</u>	BALANCE <u>6/30/2017</u>
<i>Assets</i>		
Cash	0.00	38,987.50
Accounts Receivable	735.50	5,885.84
Due From General Fund	35,561.21	0.00
<i>Assets</i>	<u>36,296.71</u>	<u>44,873.34</u>
<i>Liabilities</i>		
Accounts Payable	8,185.12	7,595.84
Due to General Fund	0.00	29,766.67
Accrued Payroll	1,118.42	536.95
Deferred Revenue	0.00	5,188.92
<i>Liabilities</i>	<u>9,303.54</u>	<u>43,088.38</u>
<i>Fund Balance</i>		
Drop off center fund balance	26,993.17	1,784.96
<i>Fund Balance</i>	<u>26,993.17</u>	<u>1,784.96</u>
<i>Total Liabilities & Fund Balance</i>	<u>36,296.71</u>	<u>44,873.34</u>
 <i>Revenues</i>		
Tipping Fees	94,890.09	111,477.90
Permits	11,265.00	11,555.00
<i>Revenues</i>	<u>106,155.09</u>	<u>123,032.90</u>
 <i>Expenditures</i>		
Disposal of Waste	85,343.36	87,391.25
Materials & Supplies/Equip.Maint./Misc.	9,766.28	12,319.38
Salaries	35,376.67	44,582.92
Credit card fees	0.00	3,947.56
<i>Expenditures</i>	<u>130,486.31</u>	<u>148,241.11</u>
 <i>Other Uses</i>		
Transfer to Cap & Non	40,000.00	0.00
<i>Excess (Deficiency)</i>	<u>(64,331.22)</u>	<u>(25,208.21)</u>
<i>Beginning Fund Balance</i>	91,324.39	26,993.17
<i>Ending Fund Balance</i>	<u>26,993.17</u>	<u>1,784.96</u>

**SPECIAL REVENUE FUND
DROP OFF CENTER**

FINANCIAL STATEMENT HISTORY

<u>Fund 207</u>	<u>F'11</u>	<u>F'12</u>	<u>F'13</u>	<u>F'14</u>	<u>F'15</u>	<u>F'16</u>
	<u>6/30/2011</u>	<u>6/30/2012</u>	<u>6/30/2013</u>	<u>6/30/2014</u>	<u>6/30/2015</u>	<u>6/30/2016</u>
<u>STMT. OF REVENUES & EXPENDITURES</u>						
Tipping fees	139,616.31	129,556.85	113,111.25	111,533.17	101,474.83	94,890.09
Permits	11,195.00	11,283.00	10,920.00	11,395.00	11,465.00	11,265.00
Other revenue	-	-	-	-	-	-
State Grant	-	-	-	-	-	-
Total Revenues	150,811.31	140,839.85	124,031.25	122,928.17	112,939.83	106,155.09
Construction/Capital Outlay	-	-	-	-	-	-
Disposal of Waste	79,993.84	80,706.66	80,249.59	83,870.89	69,736.63	85,343.36
Materials & Supplies/Equip.Maint.	9,834.95	12,360.24	24,149.51	14,605.01	10,600.54	9,766.28
Salaries	32,400.96	32,738.28	33,881.27	33,465.30	40,282.31	35,376.67
Total Expenditures	122,229.75	125,805.18	138,280.37	131,941.20	120,619.48	130,486.31
Transfer to Cap & Non						
Excess of Revenues Over						40,000.00
Expenditures & Transfers	28,581.56	15,034.67	(14,249.12)	(9,013.03)	(7,679.65)	(64,331.22)
Beg. Fund Balance	78,649.96	107,231.52	122,266.19	108,017.07	99,004.04	91,324.39
Ending Fund Balance	107,231.52	122,266.19	108,017.07	99,004.04	91,324.39	26,993.17



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Town Hall
4 Brush Hill Road
New Fairfield, Connecticut

WARNING!

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TOWN OF NEW FAIRFIELD

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Dated at New Fairfield, CT this 25th day of January 2018.

Patricia Del Monaco
First Selectman

Kim Hanson
Selectman

Khris Hall
Selectman