

Town of New Fairfield

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

**BOARD OF SELECTMEN
REGULAR MEETING
THURSDAY, SEPTEMBER 12, 2019
7:30 P.M.
COMMUNITY ROOM @ 33 ROUTE 37**

**AGENDA
REVISED**

1. Call to Order
2. Pledge of Allegiance
3. Public Comment & Participation
4. Correspondence & Announcements
5. Approve Minutes of Board of Selectmen Regular Meeting on August 22, 2019
6. Budget Transfers
7. Personnel Report
8. Appointments

New Business

9. Discuss and possibly vote to approve boat dock invoice
10. Discuss and possibly vote to approve Budget Surplus for Fiscal Year 2018/2019
11. Discuss and possibly vote to authorize the First Selectman to sign the 2019 EMPG application

Old Business

12. Public Comment
13. Adjournment

Received for Record SEP 17 2019
at 4:37 p.m. and recorded by
Pamela J. Dohan, Town Clerk, New Fairfield, CT

TOWN OF NEW FAIRFIELD
FISCAL 2019-2020
Intra-Department Transfer

<u>\$\$\$</u>	<u>TRANSFER FROM:</u>	<u>\$\$\$</u>	<u>TRANSFER TO:</u>
2,000.00	4161-332-9 Professional Services-Legal-Inland/Wetland	2,000.00	4161-334 Professional Services-Consulting
2,000.00		2,000.00	

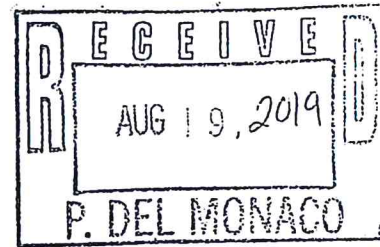
To be submitted at the BOS meeting on 9/12/19

TOWN PROPERTIES CAPITAL BUDGET

	Building Repair Reserve	Park & Rec AC	Assessor Office Flooring	Pedestrian Safety Signage	Bigelow 39 Inter section	Replace Furnace Co. A	Replace Stairs Pw	Replace Stairs Memorial	Replace Generator PD	PD Cameras	Annex Generator	Interior Painting Annex	Town Hall Doors	Public Works Doors	Town Hall Septic	Total
Current Year	61,229.82	5,000.00	3,985.00	5,000.00	1,600.00	45,000.00	20,000.00	25,000.00	35,000.00	4,900.00	19,000.00	15,000.00	1,500.00	7,322.99	10,744.78	165,282.59
Transfers																
Per BOS 8/22/19	(513.00)	513.00														
Per BOS 9/12/19	8,547.99		275.00													
Expenditures																
PO #30653 - Carpets to You			(2,130.00)													(2,130.00)
Encumbered																
PO #27683 - American Pavement																
PO #30449 - Safety Marking Inc.																
PO #30639 - Kinsley Power Systems																
PO #30641 - Norbert E. Mitchell Co., Inc.											(17,355.80)					(17,355.80)
PO #30653 - Carpets to You					(2,130.00)						(1,184.00)					(1,184.00)
PO #30678 - FS Industries											(13,584.00)					(13,584.00)
PO #30819 - W/M/C Consulting Engineers					(1,600.00)						(4,410.00)					(1,600.00)
PO #31450 - Advanced Construction											(23,153.03)					(23,153.03)
PO #31508 - FS Industries																
Balance	69,264.81	5,513.00	-	5,000.00	-	45,000.00	2,006.00	1,846.97	35,000.00	4,900.00	460.20	15,000.00	-	-	8,944.78	192,935.78



611 Access Road
 Stratford, CT 06615
 T: 203.377.0663
 F: 203.375.6561
 racecoastal.com



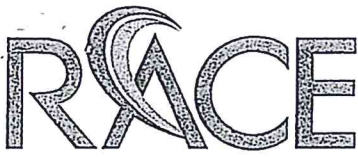
Town of New Fairfield
 4 Brush Hill Road
 New Fairfield, CT 06812

Invoice number 2019-0486
 Date 08/14/2019

Project 2018125A NEW FAIRFIELD TOWN
 MARINA DESIGN, BIDDING, AND PERMIT
 PHASE

Invoice through July 31, 2019

	Amount	
Phase 1 Hydrographic Survey		
Contract Amount	3,490.00	
Percent Complete	78.15	
Prior Billed	2,727.28	
Total Billed	2,727.28	
		Current Billed 0.00
Phase 2 Geotechnical Investigations		
Contract Amount	12,420.00	
Percent Complete	91.14	
Prior Billed	0.00	
Total Billed	11,320.00	
		Current Billed 11,320.00
Phase 3 Environmental Load Analysis		
Contract Amount	2,940.00	
Percent Complete	100.00	
Prior Billed	2,940.00	
Total Billed	2,940.00	
		Current Billed 0.00
Phase 4 Performance Specifications for Dock Modifications		
Contract Amount	5,920.00	
Percent Complete	100.00	
Prior Billed	5,920.00	
Total Billed	5,920.00	
		Current Billed 0.00
Phase 5 Catenary Anchor System Design		
Contract Amount	14,240.00	
Percent Complete	100.00	
Prior Billed	14,240.00	
Total Billed	14,240.00	
		Current Billed 0.00



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COASTAL ENGINEERING

racecoastal.com

Town of New Fairfield

Project 2018125A NEW FAIRFIELD TOWN MARINA DESIGN, BIDDING, AND PERMIT PHASE

Invoice number 2019-0486
Date 08/14/2019

	Amount	
Phase 6 Performance Specifications for SeaFlex System		
Contract Amount	2,340.00	
Percent Complete	100.00	
Prior Billed	2,340.00	
Total Billed	2,340.00	
		Current Billed 0.00
Phase 7 Bid Phase Services		
Contract Amount	2,930.00	
Percent Complete	0.00	
Prior Billed	0.00	
Total Billed	0.00	
		Current Billed 0.00
Phase 8 Regulatory Permitting Support		
Contract Amount	5,000.00	
Percent Complete	0.00	
Prior Billed	0.00	
Total Billed	0.00	
		Current Billed 0.00
		Total <u>11,320.00</u>
		Invoice total <u>11,320.00</u>

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
2019-0486	08/14/2019	11,320.00	11,320.00				
	Total	11,320.00	11,320.00	0.00	0.00	0.00	0.00

APPROVED FOR PAYMENT: <u>11,320.00</u>	
ACCOUNT/PO <u>30644</u>	
SIGNED: _____	DATE: _____

[Handwritten signature]
8/28/19

Boat Dock Replacement Lock Box

<u>Fiscal Year 2018/2019</u>	<u>Funding</u>	<u>Expenditures</u>	<u>Balance</u>
<u>Initial Funding - 11/14/18</u>			
Fund 301-Recreation Capital-New Fields/Facility	\$ 30,000.00		
Fund 205-Transfer From P&R Self Sustaining Fund	74,286.90		
Fund 301-Recreation Capital-Boat Dock Replacement	105,582.66		
Race Coastal Engineering LLC - PO #30644 - 1/23/19		\$ 3,228.80	
50% of 17/18 Expenditure Surplus - 2/14/19	55,475.14		
Race Coastal Engineering LLC - PO #30644 - 3/13/19		6,771.20	
Race Coastal Engineering LLC - PO #30644 - 4/3/19		21,585.80	
Race Coastal Engineering LLC - PO #30644 - 4/11/19		3,854.20	
Race Coastal Engineering LLC - PO #30644 - 5/13/19		2,327.28	
PAH, Inc. - PO #30820 - 4/24/19		1,200.00	
Race Coastal Engineering LLC - PO #30644 - 6/18/19		400.00	
Fund 205-Transfer From FY 18/19 Boat & Jet Ski Revenue	80,075.30		
	<u>\$ 345,420.00</u>	<u>\$ 39,367.28</u>	<u>\$ 306,052.72</u>

Preliminary 2018/2019 Operating Surplus

Expenditures

BOE	\$ 169,917.80
Town	254,672.70
Total	<u>\$ 424,590.50</u>

Revenues

Town-Close out PY Encumbrances	9,783.91
BOE-Close out PY Encumbrances	35,993.72
All Other Revenue	724,972.76
Total Revenues	<u>\$ 770,750.39</u>

Grand Total - Pre-Audit \$ 1,195,340.89

Possible Distribution From General Fund

Appropriation to BOE Cap & Non - 50% \$ 102,955.76

Appropriations to Town Accounts:

Fire Company Reserve (Operating Surplus)	106.53
Fire Company Reserve (Length of Service-18/19)	18,360.00
Fire Companies-Length of Service-19/20 Operating Budget	21,860.00
Bridge & Drainage-Columbia Drive Bridge	15,000.00
Business Mach. & Equip.-Wide Area Printer	10,700.00
Town Properties Capital-PW Doors	20,000.00
Zoning Regulation Maintenance Fund	10,000.00
Boat Dock Replacement Fund	12,203.78
Finance-Salaries (Part-Time to Full-Time)	10,229.00
Finance-Salaries (Temporary Part-Time Clerk)	12,064.00
Unclassified P&B-Social Security	1,705.00
Total to Town Accounts - 50%	<u>132,228.31</u>

Total Distribution from General Fund 235,184.07

To Remain in General Fund 960,156.83

Grand Total - Pre-Audit \$ 1,195,340.89

Auditors Journal Entries to General Fund

Total Auditors Entries \$ -

Grand Total Final \$ 1,195,340.89

Preliminary 2018/2019 Operating Surplus

BOARD OF SELECTMEN	\$ 3,839.95	Salaries & Broadcast
TOWN CLERK	387.42	
PROBATE	0.35	
REGISTRARS OF VOTERS	422.90	
FINANCE	3,215.23	M&S
BOARD OF FINANCE	15,852.85	Contingency
TREASURER	0.04	
ASSESSOR	8,873.98	GIS & Audit
TAX COLLECTOR	1,323.50	Delinquent Tax
BOARD OF ASSESSMENT APPEALS	674.85	
UNCLASSIFIED PAYROLL & BENEFITS	33,190.71	Pension & Fica
PROFESSIONAL SERVICES	39,690.61	Legal
INTERGOVERNMENTAL AGENCIES	3,319.41	Household Haz.Waste
GENERAL INSURANCE	-	
BUSINESS MACHINES	7,699.95	Technology & Postage
HUMAN RESOURCES	48.23	
PLANNING COMMISSION	4,613.72	Salaries & M&S
ZONING COMMISSION	6,249.86	Regulations Maint.
ZONING BOARD OF APPEALS	-	
UTILITIES	34,065.97	Fuel Oil & G&D
PERMANENT BUILDING COMMITTEE	1,961.97	Salaries
GENERAL LAND USE	4,566.91	Salaries
HISTORICAL PROPERTIES	250.00	
COMMISSION OF YOUTH	-	
POLICE	30,605.17	Private Duty
COMMUNICATIONS CENTER	10,655.47	Salaries
FIRE COMPANIES	106.53	
AMBULANCE-PARA/EMT	1,178.92	M&S
FIRE MARSHALL	1,026.49	M&S
BUILDING INSPECTOR	2,039.10	ICC Plan Review
EMERGENCY PLANNING	5,070.44	Salaries
PUBLIC WORKS	1,462.69	M&S
HEALTH	309.84	
INLAND WETLANDS	907.36	
WPCA	762.50	
SOCIAL SERVICES	1,473.50	Salaries
SENIOR SERVICES	6,795.22	Programs
BALL POND ADVISORY COMMITTEE	4,165.78	Weed Control
COMMISSION ON AGING	1,823.59	Salaries & M&S
RECREATION	1,107.67	Salaries
LIBRARY	14,933.27	Salaries
DEBT SERVICE - TOWN	-	
DEBT SERVICE - BOE	0.75	
Expenditure Surplus	\$ 254,672.70	

TOWN OF NEW FAIRFIELD
FISCAL 2019-2020
Additional Appropriation - Town Meeting Required
(50% of 2018/2019 Expenditure Surplus)

<u>\$'S</u>	<u>TRANSFER FROM:</u>	<u>\$'S</u>	<u>TRANSFER TO:</u>
132,228.31	2532-001	106.53	304-3900-740
	General Fund - Unreserved	18,360.00	304-3900-740
		21,860.00	4220-110
		15,000.00	301-4330-742-1
		10,700.00	301-4164-740-1
		20,000.00	301-4340-7
		10,000.00	301-4192-7
		12,203.78	301-4120-740
		10,229.00	4150-230
		12,064.00	4150-110
		1,705.00	4160-220
132,228.31		132,228.31	

Approved at the BOS meeting on 9/12/2019
To be submitted at the BOF meeting on 9/18/2019
To be submitted at a Town meeting on



New Fairfield Volunteer Fire Department
P.O. Box 8307
New Fairfield, Connecticut 06812

September 3, 2019

Board of Selectmen
New Fairfield Town Hall
4 Brush Hill Road
New Fairfield Ct. 06812

Dear Pat, Khris and Kim;

The Board of Directors of the New Fairfield Volunteer Fire Department request that the Selectmen recommend to the Board of Finance the appropriation of any funds remaining in the Fire Department operational budget at end of the 2018-19 fiscal year (\$106.53 per Town Finance Dept.) to the Fire Department Reserve Fund. Additionally, the Fire Department Board of Directors would like the Selectman to consider restoring the unbudgeted Length Of Service charge for Fiscal 2018-19 of \$18,360 to our Reserve Fund and adding the unbudgeted Length of Service charge of \$21,860 back into our 2019-20 operating budget. Both years' charges were unexpected and too late to add to our budget requests for either year's budget. The increase from the Length Of Service provider was to bring the fund balance more in line with current funding guidelines and fund additional members awards per the Length of Service program guidelines.

Thank you for your consideration of our request.

Sincerely,


Bruce Taylor, Chief

CC: W. Marsh
M. Cammarota, Board of Finance Liason
E. Sbordone, Town Finance Director

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

CERTIFICATION:

I, Pamela J. Dohan, 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 Board of Selectmen at its duly called and held meeting on September 12, 2019 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 Town of New Fairfield 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, including, but not limited to, executing and delivering all agreements and documents contemplated by 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 13th day of September, 2019.

Pamela J. Dohan
Town Clerk