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BOARD OF FINANCE
STAMFORD GOVERNMENT CENTER
888 WASHINGTON BOULEVARD
P.O. BOX 10152
STAMFORD, CONNECTICUT 06904-2152

ACTION REPORT

Tuesday, November 14, 2017 (Rescheduled): 7:00 PM
Board of Finance Meeting Room, 4th Floor

Call to Order: Chairman Richard Freedman at 7 p.m. (Video 00:00:00)

Pledge of Allegiance: Chairman Freedman

Approval of Minutes:

1. October 12, 2017 Audit Committee Meeting - 5:30 p.m.
2. October 12, 2017 Special Meeting - 6:00 p.m.
3. October 12, 2017 Regular Monthly Meeting - 7:00 p.m.
4. October 30, 2017 Special Meeting - 7:00 p.m.

(Video: 00:00:00)

Approved

6-0-0

Motion by:

M. L. Rinaldi

Second by:

S. Gabriele

Public Participation: None

Reports to the Board:

Board of Finance and Administrative Transfer Report

OFFICE OF THE MAYOR

Possible Discussion – Pending Contract Negotiations

Item 1	The Mayor may address the Board of Finance in executive session on any pending contract negotiations.		THERE WAS NO DISCUSSION ON PENDING CONTRACT NEGOTIATIONS
	Action Requested:	Possible Discussion	
	Amount:		
	Fund/Budget:		
	Submitted by:	Mayor David Martin	

CONTROLLER’S OFFICE

Review: Draft Comprehensive Annual Financial Report – Fiscal 2017: Blum Shapiro

<i>Item 2</i>	City Auditors Blum Shapiro will review the highlights of the draft Comprehensive Annual Financial Report (CAFR) for Fiscal 2017, speaking to the various phases of the Audit including field work, status of the Audit, WPCA open items and next steps.	DISCUSSION
	Action Requested: Discussion	
	Amount: -	
	Fund/Budget: -	
	Submitted by: David Yanik, Controller	
	Video: 00:00 Attending: Nikoleta McTigue and Santo Carta, Auditors, Blum Shapiro	

Discussion – Update on the KRONOS/TeleStaff Implementation

<i>Item 3</i>	Discussion of the KRONOS/TeleStaff implementation for the Stamford Fire Department and other issues related to the internal control comment in the Blum Shapiro Management Letter from fiscal 2016.	HELD
	Action Requested: Discussion	
	Amount: -	
	Fund/Budget: -	
	Submitted by: -	
	Video: 00:00 Attending: Cathrine Machalski, KRONOS Time and Attendance Manager; Trevor Roach, Fire Department Chief	

Request for Additional Appropriation – New Time and Attendance System

<i>Item 4</i>	Request for approval of an additional appropriation for a Crewsense time and attendance system to replace ineffective Kronos TeleStaff system. The software will take live vacation accruals and interface directly with payroll and is approximately one-fifth the cost.	HELD
	Action Requested: Approval of Appropriation	
	Amount: \$10,404	
	Fund/Budget: Contingency	
	Submitted by: Trevor Roach, Chief	
	Video: 00:00 Attending: Jay Fountain, Director, OPM; Chief Roach	

GRANTS

Update – Status of Capital Grant Receivables

<i>Item 5</i>	Karen Cammarota, Grants Officer, will present an updated report on the progress of the grant payment issues. Her last report was September 19, 2017.	HELD
Action Requested:	Discussion	
Amount:		
Fund/Budget:		
Submitted by:		
Video: 00:00:00	Attending: Karen Cammarota, Grants Officer	

OPERATIONS

Request for Transfer – Hiring of Seasonal to Full-time Custodians

<i>Item 6</i>	This is a request for a transfer in accordance with a Settlement Agreement dated May 30, 2017 wherein certain seasonal custodian positions were upgraded to full-time. This item was held by Board members at the October 12, 2017 meeting until November so input from Human Resources and the Legal Department can be heard. <i>See related item 7 below.</i>	Motion to Approve Failed 3-3-0 Motion by: D. Kooris Second by: D. Williams
Action Requested:	Approval of Transfer	
Amount:	\$200,000	
Fund/Budget:	2129 – Leased Facilities and 2135 - Maintenance	
Submitted by:	Ernie Orgera, Director of Operations	
Video: 00:00	Attending: Kathryn Emmett, Director of Legal Affairs; Clemon Williams, Director of Human Resources	

Additional Appropriation – Hiring of Seasonal to Full-time Custodians

<i>Item 7</i>	This is a request for approval of an additional appropriation in accordance with a Settlement Agreement dated May 30, 2017 wherein certain seasonal custodian positions were upgraded to full-time. This item was held by Board members at the October 12, 2017 meeting until November so input from Human Resources and the Legal Department can be heard. <i>See related item 6 above.</i>	Motion to Approve Failed 2-4-0 Motion by: D. Williams Second by: R. Freedman
Action Requested:	Approval of Appropriation	
Amount:	\$86,842	
Fund/Budget:	2129 – Leased Facilities and 2135 - Maintenance	
Submitted by:	Ernie Orgera, Director of Operations	
Video: 00:00	Attending: Kathryn Emmett; Clemon Williams	

Supplemental Capital Project Appropriation – Street Patch Resurface

<i>Item 8</i>	This is a request for approval of a supplemental Capital Project appropriation to patch and resurface Stamford's roadway infrastructure using accepted engineering standards. This includes milling, overlay, re-construction-associated fixes to public streets and associated subsurface replacement. RMS Construction reimbursement of 900 Washington Boulevard (9,600) and Yankee Gas Services DBA Eversource Energy for paving Atlantic Street from Broad Street to South State Street (\$120,000).		Approved: 6-0-0 Motion by: D. Kooris Second by: M. L. Rinaldi
	Action Requested:	Approval of Appropriation	
	Amount:	\$129,600 (\$9,600 – 900 Washington Boulevard) (\$120,000 – Atlantic Street from Broad to South State)	
	Fund/Budget:	Capital Project No. C56182 (private contributions)	
	Submitted by:	Thomas Turk, Traffic and Road Maintenance Supervisor	
	Video: 00:00	Attending: Jay Fountain	

Supplemental Capital Project Appropriation – Solid Waste Maintenance Garage

<i>Item 9</i>	Approval of supplemental capital project appropriation for the construction of a new maintenance garage.		HELD
	Action Requested:	Approval of Supplemental Capital Project Appropriation	
	Amount:	\$50,000	
	Fund/Budget:	Capital Project 8707 - Bonding	
	Submitted by:	Lou Casolo, City Engineer	
	Video: 00:00	Attending: Jay Fountain	

Supplemental Capital Project Appropriation – Transfer Station Exterior Lighting

<i>Item 10</i>	Approval of supplemental capital project appropriation for the installation of four (4) 40 ft. wood poles with lights and receptacles for Transfer Station personnel safety near storage and parking areas next to wooden fence line. Power connection from 185 Magee Avenue facility.		HELD
	Action Requested:	Approval of Supplemental Capital Project Appropriation	
	Amount:	\$50,000	
	Fund/Budget:	Capital Project 8709 - Bonding	
	Submitted by:	Lou Casolo, City Engineer	
	Video: 00:00	Attending: Jay Fountain	

Supplemental Capital Project Appropriation – Transfer Station Power Supply Upgrade

<i>Item 11</i>	Approval of supplemental capital project appropriation for the removal of high voltage gear which is no longer in use, installation of new electrical enclosure for Transfer Station power supply.		HELD
	Action Requested:	Approval of Supplemental Capital Project Appropriation	
	Amount:	\$85,000	
	Fund/Budget:	Capital Project 8708 - Bonding	
	Submitted by:	Lou Casolo, City Engineer	
	Video: 00:00	Attending: Jay Fountain	

Additional Appropriation - Police Vehicle Maintenance

<i>Item 12</i>	Request for an additional appropriation to fully fund the full-year salary for the position of Supervisor of Vehicle Maintenance. This appropriation would cover the estimated full-year salary of \$92,940.		Motion to HOLD Approved: 6-0-0 Motion by: R. Freedman Second by: D. Williams
	Action Requested:	Approval of Additional Appropriation	
	Amount:	\$50,000	
	Fund/Budget:	2123 – Police Vehicle Maintenance	
	Submitted by:	Ernie Orgera, Director of Operations	
	Video: 00:00:00	Attending: Jay Fountain	

OFFICE OF POLICY AND MANAGEMENT

Performance of City Pension Funds

<i>Item 13</i>	At the request of the Board of Finance, OPM Director Jay Fountain will provide a report on the performance of the various City pension funds, including any performance improvements from last year and whether we are using reasonable discount rates.		DISCUSSION
	Action Requested:	Update	
	Amount:	-	
	Fund/Budget:	-	
	Submitted by:	Board of Finance	
	Video: 00:00:00	Attending: Jay Fountain	

Capital Project Closeouts – Projects CP8707, CP8709 and CP 8708

Item 14	Pursuant to Stamford City Code Section 8-2, partial closeout of the following capital projects is recommended: CP 8707 – Solid Waste Maintenance Garage (\$50,000) CP 8709 – Transfer Station Exterior Lighting (\$50,000) CP 8708 – Transfer Station Power Supply Upgrade (\$85,000)	HELD
	Action Requested:	Approval of closeout of Capital projects
	Amount:	\$185,000
	Fund/Budget:	State Grants
	Submitted by:	Tony Romano, Management Analyst, OPM
	Video: 00:00:00	Attending: Jay Fountain

First Quarter Financial Projections: FY 2017-18

Item 15	Review: FY 2017-18 First Quarter financial results and projections.	DISCUSSION
	Action Requested:	Update
	Amount:	
	Fund/Budget:	FY 2017-18
	Submitted by:	Jay Fountain
	Video: 00:00:00	Attending: Jay Fountain

Next Regular Meeting of the Board: Thursday, December 14 at 7:00 P.M.

Adjournment: (Video: 00:00:00)

Cynthia R. Winterle
Cynthia R. Winterle
Clerk of the Board