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## BOARD OF FINANCE

STAMFORD GOVERNMENT CENTER  
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### MINUTES – BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, May 9, 2019 – 7 p.m.

Board of Finance Meeting Room, 4<sup>th</sup> Floor

CALL TO ORDER: Chair Richard Freedman at 7:05 p.m. (Video 00:07)

PLEDGE OF ALLEGIANCE: Chair Richard Freedman

IN ATTENDANCE: Richard Freedman, Chair; Mary Lou Rinaldi, Vice Chair; Salvatore Gabriele;  
David Kooris and Dudley Williams, Jr.

PUBLIC PARTICIPATION: Mr. Mike Papa addressed the Board about improving workmanship on capital projects and striving to always complete an excellent job rather than having to repair a poorly done job multiple times. (Video 00:55)

REPORTS TO THE BOARD: David Kooris reported that the Audit Committee was presented with the Annual Internal Audit Plan & Risk Assessment for Fiscal 2018-2019 at 6:00 p.m. prior to the Board's Meeting. There were some long standing items such as "Audit of Capital Project Grant Reimbursements" and new items like the "Mold Task Force" that were reviewed. The next Audit Committee meeting will be in January 2020. (Video 03:51)

#### 1. MINUTES

Approved the minutes of the April 11, 2019 Regular Monthly Meeting. *Motion to approve by Mary Lou Rinaldi second by Dudley Williams, Jr. Passed unanimously 5-0-0.* (Video 04:51)

Submitted by: Interim Clerk, Board of Finance

2. POSSIBLE DISCUSSION – PENDING NEGOTIATIONS

The Mayor may address the Board of Finance in executive session on any pending contract negotiations. *There was no address by the Mayor.*

3. MOLD TASK FORCE UPDATE

A representative of the Mold Task Force may provide an update on activity that occurred during the past month. *There was no report.*

4. ADDITIONAL APPROPRIATION – BOARD OF EDUCATION – INCREASE IN ELECTRICITY COSTS

The Board of Education (BOE) is requesting additional funds from the BOE Energy Reserve fund balance account to assist with increases in electricity costs. *(Video 05:21)*

**Amount:** \$201,840  
**Fund/Budget:** BOE Energy Reserve Fund Balance  
**Submitted by:** Clarence Zachery, Chief Financial and Operations Officer  
**Attending:** Dr. Tamu Lucero, Superintendent of Schools, Clarence Zachery, Hugh Murphy, Director of Finance

*Motion to approve by David Kooris, second by Dudley Williams, Jr. Motion was passed unanimously 5-0-0.*

5. REQUEST FOR APPROVAL OF BID WAIVER #1044 – MAINTENANCE SERVICES FOR GOVERNMENT CENTER AND POLICE HEADQUARTERS

SMG Corporate Services, LLC will continue to provide service as per the terms and conditions of the original RFP until June 30, 2019. Amount requested is based on the current rate plus an estimated amount for call backs. Bid waiver is required to allow time to complete the RFP process and maintenance services in a more cost effective manner. The Office of Operations determined it was in the best interest of the City to re-issue an RFP that would include the Police Headquarters. The RFP due date is March 14, 2019. The current agreement with SMG terminates March 1, 2019. RFP schedule calls for vendor selection by April 4<sup>th</sup>, for consideration by the BOF on May 9<sup>th</sup> and BOR on June 3<sup>rd</sup>. The selected vendor will be in place for both buildings for July 1, 2019. *(Video 10:30)*

**Amount:** \$240,000  
**Fund/Budget:** Operations  
**Submitted by:** Erik Larson, Purchasing Manager  
**Attending:** Kevin Murray, Building Manager, Operations

*Motion by David Kooris to hold item until next meeting on June 13, 2019. Second by Salvatore Gabriele. The motion passed. 4-1-0 with Richard Freedman opposed.*

**David Kooris moved to take up Contract Agreement - Affineco, LLC d/b/a United Service of America, Inc. under Suspension of the Rules. Dudley Williams Jr. seconded. The Motion passed unanimously 5-0-0**

### **SUSPENSION OF THE RULES**

#### **1) CONTRACT AGREEMENT – AFFINECO, LLC D/B/A UNITED SERVICES OF AMERICA, INC.**

This is a request for approval of an agreement between the City of Stamford and Affineco, LLC d/b/a United Services of America, Inc. in accordance with RFP No. 769, Maintenance Services for Government Center and Police Headquarters for one (1) year with two (2) one (1) year extensions. Government Center – July 1, 2019, or beginning of the term, whichever is later.

Police Headquarters – effective date of execution. (Video 25:57)

**Amount:** \$1,316,783.01  
**Fund/Budget:** Operations  
**Submitted by:** Erik Larson, Purchasing Manager  
**Attending:** Mark McGrath, Director of Operations  
Kevin Murray, Operations Manager, Parks & Facilities

*Motion to approve by David Kooris, second by Dudley Williams, Jr. The vote passed 4-0-1 with Mary Lou Rinaldi abstaining.*

**Mary Lou Rinaldi moved to take up Capital Project Appropriation –Springdale TOD Implementation (000539) under Suspension of the Rules. Second by Salvatore Gabriele. The Motion passed unanimously 5-0-0.**

#### **2) CAPITAL PROJECT APPROPRIATION –SPRINGDALE TOD IMPLEMENTATION (000539)**

The Springdale Transit Oriented Design Project will improve pedestrian safety, improve access to transit, and enhance economic development by creating gateways, providing safe pedestrian street crossings, and providing streetscape and transit enhancements that improve walkability and expand transportation choice. Springdale Station area redesign proposed under this project consists of improvements that will improve current access to transit – thereby increasing transit ridership and ultimately improving quality of life throughout the neighborhood - and improvements that make area streets safer for pedestrians and motorists. Improving walkability of the Springdale Station area will also lead to enhanced neighborhood connectivity, and increase opportunities for economic development; through the appropriation of land use for vibrant, mixed use development centralized around local transit systems. (This responsible growth and transit oriented development grant was received from the State of CT OPM).

Presented at the BOF Monthly Meeting on 4/11/19.

This request is to provide further explanation of the project and the acceptance of the full grant.

(Video 53:01)

**Original Amount:** \$1,994,188.00 (\$1,000,000 was approved at the 4/11/19 BOF Monthly Meeting)  
**Amount:** \$994,188.00  
**Fund/Budget:** State Grant  
**Submitted by:** Jim Travers, Executive Director, WESTCOG  
**Attending:** Jim Travers

*Motion to approve by David Kooris, second by Salvatore Gabriele. Motion passed unanimously 5-0-0.*

***Mary Lou Rinali moved to take up Additional Appropriation – E.Gaynor Brennan Golf Course under Suspension of the Rules. Second by Salvatore Gabriele. The Motion passed unanimously 5-0-0.***

**3) ADDITIONAL APPROPRIATION – E. GAYNOR BRENNAN GOLF COURSE**

This is a request for an additional appropriation to cover the Pro Golf Shop Revenue through year end by appropriating money from golf cart revenue to pay Hole in One Pro Shop their revenue share (65%) of cart revenue collected through year end. (Video 59:52)

**Amount:** \$75,000  
**Fund/Budget:** Contingency  
**Submitted by:** Robert Tyska, Chairman, Golf Commission  
**Attending:** Laurie Albano

It was clarified by Robert Tyska that the Fund/Budget should be REVENUE and not Contingency as originally submitted.

*Motion to approve by Mary Lou Rinaldi, second by Salvatore Gabriele. Motion passed unanimously 5-0-0.*

**6. OPM Q3 REVIEW**

Review of 3<sup>rd</sup> Quarter. (Video 1:02:50)

**Submitted by:** Jay Fountain, Director of OPM  
**Attending:** Jay Fountain

**ADJOURNMENT:**

*A motion to adjourn the meeting was made by Dudley Williams, Jr. second by Salvatore Gabriele and passed unanimously 5-0-0. (Video 1:12:42)*

The next Regular Meeting of the Board: Thursday, June 13, 2019 at 7:00 p.m.

**[This meeting is on video.](#)**

**Tracy Donoghue  
Interim Clerk  
for**

**Cynthia R. Winterle**

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