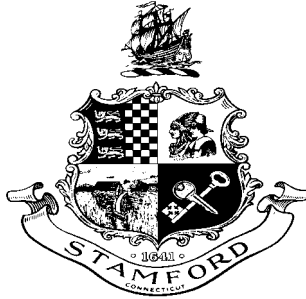


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BOARD OF FINANCE

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MINUTES

Wednesday, August 14, 2019 – 7 p.m. (Changed from August 22, 2019)

Board of Finance Meeting Room, 4th Floor

CALL TO ORDER: Chair Richard Freedman opened the meeting at 7:08 p.m.

PRESENT: Chair Richard Freedman, Vice Chair Mary Lou Rinaldi and Members Salvatore Gabriele, David Kooris and Kieran Ryan. ABSENT: Dudley Williams

PLEDGE OF ALLEGIANCE: Chair Richard Freedman

PUBLIC PARTICIPATION – *There was none.*

REPORTS TO THE BOARD – *There were none.*

ITEMS LISTED IN ORDER THEY WERE HEARD

1. MINUTES (Video: 00:56)

Request for approval of minutes of the July 11, 2019 regular monthly Meeting.

Submitted by: Clerk, Board of Finance

Motion to approve made by Ms. Rinaldi, seconded by Mr. Kooris and passed 4-0-1 with Mr. Gabriele abstaining as he was not present at the July 11 meeting.

2. POSSIBLE DISCUSSION – PENDING NEGOTIATIONS (Video: 01:24)

The Mayor may address the Board of Finance in executive session on any pending contract negotiations.

There was no discussion.

3. MOLD TASK FORCE UPDATE (Video: 01:29)

A representative of the Mold Task Force may provide an update on activity that occurred during the past month.

There was no discussion.

Chair Freedman reported that the Board of Education had requested that Items 6 and 7 be moved forward at this time. (Video: 01:52)

(6) ADVISORY OPINION – SECURITY WORKER AGREEMENT BOARD OF EDUCATION (Video: 02:06)

The Board of Education (BOE) is requesting an Advisory Opinion be issued by the Board of Finance on the Tentative Agreement between the BOE and the Stamford Security Workers (Local No. 145 of the Food, Beverage and Express Drivers Union – affiliated with the International Brotherhood of Teamsters, Joint Council 10, New England Council of Bakery Drivers). This agreement pertains to 34 members.

Action Requested: Issuance of Advisory Opinion

Submitted by: Dr. Tamu Lucero, Superintendent of Schools

Attending: Dr. Lucero; Andy George, President, Board of Education; Thomas Mooney, Outside Counsel

Mr. Mooney provided an explanation of the changes to the Agreement and a discussion ensued pertaining to the fact that the pension plan was not also negotiated at the same time; in particular, that there had been no discussion about providing new employees with a defined contribution plan instead of a defined benefit plan as has been the practice with other City unions. Mr. Mooney said that only the City can negotiate pension benefits, not the Board of Education, and was questioned as to why the Board of Education had not requested the City's participation in the negotiations.

Following the discussion, Chair Freedman made a motion to provide a negative Advisory Opinion on this Agreement. The motion was seconded by Mr. Gabriele and passed unanimously 5-0-0.

(7) ADVISORY OPINION – PARAEDUCATOR AGREEMENT – BOARD OF EDUCATION (Video: 28:07)

The Board of Education (BOE) is requesting an Advisory Opinion be issued by the Board of Finance on the Tentative Agreement between the BOE and the Paraeducators of Stamford Association. This agreement pertains to 440 members.

Following a short discussion and for the same reason listed above, Chair Freedman made a motion to provide a negative Advisory Opinion on this Agreement. The motion was seconded by Ms. Rinaldi and passed unanimously 5-0-0.

4. FISCAL UPDATE – TRAILBLAZERS CLOSING (Video: 42:32)

Dr. Tamu Lucero, Superintendent of Schools, presented a fiscal update for the Board of Education on the closing of the Trailblazers program and outlined plans for absorbing the 100 students into the Stamford Public Schools. She said the Board of Education will be introducing the Flagship Program for at-risk middle school students, which she anticipates will be something everyone will be proud of.

At this point in the meeting a motion to go into Executive Session to discuss a real estate matter was made by Ms. Rinaldi and seconded by Mr. Kooris. The motion passed unanimously with a 5-0-0 vote. (Video: 53:20)

EXECUTIVE SESSION

At 8:14 p.m. the Board resumed briefly in open session. (Video: 54:33)

On a motion made by Mr. Kooris and seconded by Ms. Rinaldi, and by a unanimous vote (5-0-0), the Board then re-entered into a second Executive Session to discuss Item 5 Long Term Lease: (Video: 54:42)

5. LONG-TERM LEASE – NEW SCHOOL – DISCUSSION (EXECUTIVE SESSION)

Director of Administration Michael Handler and Superintendent of Schools Tamu Lucero addressed the Board on a long-term lease for a new school. As the final terms are still under negotiation, this matter was held in Executive Session.

Action Requested: Issuance of Advisory Opinion
Submitted by: Dr. Tamu Lucero, Superintendent of Schools
Attending: Dr. Lucero; Michael Handler;

At 9:15 p.m., on a motion made by Mr. Kooris, seconded by Mr. Ryan and a unanimous vote (5-0-0), the Board came out of Executive Session. Chair Freedman noted that there were no motions made during Executive Session, nor action taken. (Video: 55:08)

6. *Item heard earlier in the meeting.*

7. *Item heard earlier in the meeting.*

8. REQUEST FOR APPROVAL OF BID WAIVER #1044 – MAINTENANCE SERVICES FOR PART-TIME SCHOOL CUSTODIANS – ~~WITHDRAWN~~

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 callbacks. 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 terminated March 1, 2019. RFP schedule calls for vendor selection by April 4th, for consideration by the BOF on May 9th and BOR on June 3rd. The selected vendor will be in place for both buildings for July 1, 2019.

Action Requested: Approval of Bid Waiver
Amount: \$240,000
Fund/Budget: Operations
Submitted by: Erik Larson, Purchasing Manager
Attending: Michael Handler, Director of Administration; Cindy Grafstein, Special Assistant to the Mayor

9. SAFE DEBT LIMIT – REVISED (Video: 55:10)

Section 8-20-3 of the Charter of the City of Stamford requires the Director of Administration to annually report on the amount and nature of expenditures which, in his/her opinion, the City may incur safely for capital projects each of the next six (6) succeeding years, and the effect of such expenditures upon the current budgets for each of those years. Due to the issue of mold remediation in the schools, it has become necessary for the City's Director of Administration to provide a revised Safe Debt Limit.

Submitted by: Michael Handler, Director of Administration
Attending: Michael Handler

Mr. Handler provided background on his recommendation of a revision to the safe debt limit of a capital-spending plan, net of direct grants and non-general obligation (G.O.) bonds, from \$50,000,000 to \$60,000,000 for fiscal year 2019-20, offset by a reduction from \$50,000,000 to \$40,000,000 for fiscal 2020-2021. He fully anticipates coming back before the Board to ask for additional capital appropriations once he knows the full extent of the additional needs in our schools.

Motion to approve a request by the Director of Administration for a resolution concerning a revised Certificate of Safe Debt Limit of \$60,000,000 for Fiscal Year 2019-20 was made by Mr. Kooris, second by Mr. Ryan which passed unanimously with a vote of 5-0-0. The original resolution was issued on January 10, 2019.

10. RESOLUTION WITH RESPECT TO THE AUTHORIZATION, ISSUANCE AND SALE OF NOT EXCEEDING \$30,000,000 CITY OF STAMFORD GENERAL OBLIGATION REFUNDING BONDS

(Video: 57:56)

This is a request for refunding of \$30,000,000 Series B bonds.

Action Requested: Approval of Refunding, Series B Bonds
Amount: \$30,000,000 (not to exceed)
Fund/Budget: Bond
Submitted by: Michael Handler, Director of Administration
Attending: Michael Handler

A motion to approve refunding Series B Bonds, not-to-exceed \$30,000,000, was made by Mr. Gabriele, seconded by Ms. Rinaldi, which passed unanimously with a 5-0-0 vote.

11. EXTERNAL AUDITOR AGREEMENT – BLUM SHAPIRO – HELD (Video: 1:04:00)

Request for approval of an Agreement between the City of Stamford & Blum, Shapiro & Company, P.C. to provide Professional Auditing Services for audits for Fiscal Years 2019, 2020 and 2021, which may be extended at the sole option of the City for audits of the Fiscal Years ended 2022 and 2023. *(This item held due to change of the meeting date and will be presented at the September meeting of the Board.)*

Submitted by: David Yanik, Comptroller
Attending: David Yanik

12. 2019 AUDIT PLANNING COMMUNICATION MEMO – BLUM SHAPIRO (Video: 1:04:02)

Controller David Yanik will be in attendance to present Internal Auditor Blum Shapiro's 2019 Audit Communication Memorandum. Board members have been provided a copy of the memo.

Submitted by: David Yanik, Comptroller

Attending: David Yanik; Christopher Dellaselva, Assistant Corporation Counselor

Mr. Yanik was present to discuss the 2019 Audit Planning Communication Memo, confirming that it has been made available to the Board of Finance and would be reflected in the minutes. There was discussion centered on the fact that the new contract with the Blum Shapiro firm has not been signed at this point and the Board asked that Mr. Yanik present this item again at the September meeting when the contract is scheduled to be approved.

13. LEASE AGREEMENT – GOVERNMENT CENTER OFFICE SPACE – OPTIMUS HEALTH CARE, INC.

(Video: 1:17:44)

Request for approval of a lease agreement between the City of Stamford and Optimus Health Care, Inc. beginning, retroactively, on December 29, 2018.

Action Requested: Approval of Lease Agreement

Amount: \$28,800 per year for first five (5) years

Fund/Budget:

Submitted by: Mayor David Martin

Attending: Christopher Dellaselva, Assistant Corporation Counselor

Mr. Dellaselva was present to give a background on this matter and to answer questions posed by the members of the Board. He said in 2018 the City of Stamford made the decision to no longer run the WIC Program itself and Optimus Health Care, Inc. has assumed management. He added that the lease shall commence, retroactively, on December 29, 2018 and terminate one (1) year later. The lease agreement shall automatically renew for one (1) additional year every year thereafter. It may be terminated by either party at any time and for any reason by giving written notice to the other party no less than thirty (30) days before the effective date of termination.

A motion to approve this lease agreement was made by Mr. Ryan and seconded by Mr. Gabriele and passed with a vote of 4-0-1 with Ms. Rinaldi abstaining.

14. AGREEMENT (REVISED VERSION) – PASSPORT LABS (Video: 1:20:26)

Request for approval of the revised agreement between the City of Stamford and Passport Labs as requested by the Board of Finance at its July 11, 2019 meeting

Action Requested: Approval of Revised Agreement

Amount: \$220,000 Approximate Annual Cost

Fund/Budget: Operating

Submitted by: Erik Larson, Purchasing Manager

Attending: James Travers, Transportation Bureau Chief

Mr. Travers noted the changes in the agreement are the changes discussed at the July 11, 2019 meeting of the Board and forwarded to the members on July 25, 2019, shortly after the last discussion. He added that the \$220,000 approximate annual cost is just for the service.

A motion to approve the revised agreement with Passport Labs was made by Mr. Gabriele, seconded by Mr. Kooris and passed unanimously with a 5-0-0 vote.

15. CAPITAL PROJECT APPROPRIATION – TRANSPORTATION – TRAFFIC CALMING

IMPLEMENTATION (Video: 1:25:53)

The Transportation Department is requesting additional funds to install rectangular rapid flashing beacon on Atlantic and Bell Streets, as part of the Zoning Board conditions for the approval of 885 Washington Boulevard. A check in the amount of \$13,480 has been received by the City from LMV II 885 Washington Holdings–LP.

Action Requested: Approval of Capital Project Appropriation
Amount: \$13,480 (FY 2018/19)
Fund/Budget: Private Contributions
Submitted by: James Travers, Transportation Bureau Chief
Attending: James Travers

A motion to approve this appropriation was made by Ms. Rinaldi and seconded by Mr. Gabriele and passed unanimously with a 5-0-0 vote.

16. CAPITAL PROJECT APPROPRIATION – CITYWIDE SIGNALS (Video: 1:27:18)

This is a request for a Capital Project appropriation for the installation of a pedestrian signal on High Ridge Road.

Action Requested: Approval of Capital Project Appropriation
Amount: \$40,000 (FY 2019/20)
Fund/Budget: Private Contributions
Submitted by: James Travers, Transportation Bureau Chief
Attending: James Travers

A motion to approve this appropriation was made by Ms. Rinaldi and seconded by Mr. Ryan and passed unanimously with a 5-0-0 vote.

At this point in the meeting, Chair Freedman asked that the Board consider taking up an item under Suspension of the Rules. *A motion to approve this request to proceed was made by Ms. Rinaldi, seconded by Mr. Gabriele, and passed with a unanimous vote of 5-0-0.*

ITEM REQUESTED UNDER SUSPENSION OF THE RULES

A. REQUEST FOR APPROVAL OF CAPITAL PROJECT #CP5602 CHANGE ORDER – VETERANS MEMORIAL PARK RECONSTRUCTION PROJECT (Video: 1:27:42)

The City of Stamford has received a grant from the State Department of Energy and Environmental Protection in the amount of \$2,000,000 to pay for improvements in Veterans Park encompassed by the bid contract. The receipt of these funds defrays the cost of the bid contract thus enabling the City to construct additional VPAC requested improvements.

As the value of the Change Order in the amount of \$1,424,650 exceeds 15% of the original contract, the approval of the Board of Finance is required.

Action Requested: Approval of Change Order
Amount: \$1,424,650
Fund/Budget: Capital Project #CP5602
Submitted by: Louis Casolo, City Engineer
Attending: Lou Casolo; Burt Rosenberg, Assistant Corporation Counsel

Continued...

Mr. Casolo indicated that receipt of the grant will help fund the original contract and allow for additional work at the park. Additional work proposed includes a fountain, benches, flag poles, a family monument, AV towers and a ramp. It is anticipated the originally-planned work will be completed by Veterans' Day 2019 and the additional at a later date.

Motion to approve the Capital Project Change order was made by Mr. Gabriele, seconded by Ms. Rinaldi, and passed with a unanimous vote of 5-0-0.

17. YEAR-END BUDGET TRANSFERS (Video: 1:40:21)

In accordance with the City Charter Section C8-30-11, Control of Appropriations, recommendation of approval for transfers to cover projected year-end budget shortfalls identified in OPM's Q4 Review.

Action Requested: Approval of Transfers
Amount: \$767,425 (changed from \$834,285.00 with the removal of WPCA lines)
Fund/Budget: Various
Submitted by: Jay Fountain, Director of OPM
Attending: Lee Berta, Assistant OPM Director

Ms. Berta provided an amended version of the Year-End Budget Transfers, in the amount of \$767,425. The change reflects the removal of WPCA items, which do not go through the Board of Finance. She noted that all internal transfers were made within the scope of OPM's responsibilities.

Mr. Kooris asked that the following addendum be made to this motion:

**Approval for OPM to make transfers of up to \$10,000 for any deficits in accounts created by accruals that are identified during the fiscal year-end audit. OPM will then report any transfers to the Board of Finance.*

**Motion to approve the year-end budget transfers amounting to \$767,425, was made by Mr. Kooris and seconded by Mr. Gabriele and passed with a unanimous vote of 5-0-0.*

The next Regular Meeting of the Board: Thursday, September 12 at 7:00 p.m.

18. ADJOURNMENT (Video: 1:53:25)

A motion to adjourn was made at 10:10 p.m. by Ms. Rinaldi, seconded by Mr. Gabriele, and passed with a unanimous vote of 5-0-0.

This meeting is on video.

Cynthia R. Winterle

Cynthia R. Winterle

Clerk of the Board