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DAVID R. MARTIN



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BOARD OF FINANCE

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BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, October 8, 2020 – 7:00 p.m.

MINUTES

CALL TO ORDER: Chair Richard Freedman called the meeting to order at 7:13 p.m.

MEMBERS PRESENT: RICHARD FREEDMAN, CHAIR; MARY LOU RINALDI, VICE CHAIR; GEOFF ALSWANGER; FRANK CERASOLI; DAVID MANNIS; AND KIERAN RYAN

OTHERS PRESENT: SANDY DENNIES, DIRECTOR OF ADMINISTRATION; DAVID YANIK, CONTROLLER; JAY FOUNTAIN, DIRECTOR OF OPM; MICHAEL POLLARD, CHIEF OF STAFF; RYAN FEALEY, DIRECTOR OF FINANCE, BOE; AMY BELDOTTI, ASSOCIATE SUPERINTENDENT OF TEACHING AND LEARNING, BOE; TIMOTHY SHAW, CHIEF OF POLICE (VIA PHONE); KAREN CAMMAROTA, GRANTS OFFICER; JAMES TRAVERS, TRANSPORTATION BUREAU CHIEF; ANTHONY ROMANO, MANAGEMENT ANALYST, OPM; LAURA BURWICK, SPECIAL ASSISTANT TO THE MAYOR; LAURIE ALBANO, SUPERINTENDENT OF RECREATION; KEN SMITH, OPERATIONS FOREMAN; WILLIAM BRINK, EXECUTIVE DIRECTOR, WPCA; AND TED JANKOWSKI, DIRECTOR, PUBLIC SAFETY, HEALTH AND WELFARE

PUBLIC PARTICIPATION:

Jeanette Bilcznianski spoke of her support for the Terry Connors Rink.

REPORTS TO THE BOARD:

A. Contingency Update – FY 20-21

1. MINUTES: Request for approval of minutes of the following September 2020 meeting. (Video: 02:25:43)

Regular Monthly Meeting – September 10, 2020

Submitted by: Clerk, Board of Finance

Motion to approve by Ms. Rinaldi, seconded by Mr. Alswanger, passed with a unanimous vote of 6-0-0.

2. DISCUSSION ON BUDGET MATTERS WITH MAYOR DAVID MARTIN

Mayor Martin may be present to discuss budget matters. The Mayor was not present.

3. UPDATE – FIRST QUARTER 2020/2021 FY BUDGET STATUS (Video: 00:00:39)

The Board of Finance has requested an update on where the City and Board of Education currently stand and how their budgets have performed during the first quarter of the 2020/2021 fiscal year.

Action Requested: Update – First Quarter 2020/21 budget status

Submitted by: Board of Finance

Attending: Ryan Fealey, Director of Finance, BOE; Sandy Dennies, Director of Administration; and Jay Fountain, Director of OPM

Mr. Fountain updated the budget status for the City and Mr. Fealey provided an update for the Board of Education.

4. CONTRACT AMENDMENT – CERIDIAN (Video: 00:03:29)

Request for approval of a contract amendment between the City of Stamford and Ceridian for the City's Human Resources Information System (HRIS) and Payroll Solution Software. This amendment extends the time to complete this project to April 2021 and increases the fees for these services by \$200,250. The additional fees exceed 15% of the original contract amount.

Action Requested: Approval of contract amendment

Amount: \$200,250

Fund/Budget:

Submitted by: David Yanik, Controller

Attending: Mr. Yanik

Mr. Yanik said the amendment recognizes that the 'go live' date for software implementation has been moved forward from April 2020 to April 21. If the 'go live' date is achieved, there will be a savings to the City.

Motion to approve by Ms. Rinaldi, seconded by Mr. Cerasoli, passed with a unanimous vote of 6-0-0.

5. ADDITIONAL APPROPRIATION – DISTRACTED DRIVING GRANT (Video: 00:10:07)

Request for additional appropriation to be used to decrease fatalities and injuries as a result of crashes caused by driver distraction, especially those caused by hand-held mobile phone users. Enforcement will be increased on an overtime basis and no additional City funds are being requested.

Action Requested: Approval of additional appropriation

Amount: \$55,392

Fund/Budget: 100% grant funded

Submitted by: Timothy Shaw, Chief of Police

Attending: Chief Shaw; Karen Cammarota, Grants Officer

Ms. Cammarota said Chief Shaw was available by phone for any questions by the Board. There were no questions by the Board.

Motion to approve by Mr. Cerasoli, seconded by Mr. Mannis, passed with a unanimous vote of 6-0-0.

6. ADDITIONAL APPROPRIATION – JUSTICE ASSISTANCE GRANT (Video: 00:11:40)

Request for an additional appropriation to be used to contract with a vendor to provide Crisis Intervention training for dozens of police officers. Funds will also be used to cover partial overtime costs associated with this training. No City funds required.

Action Requested: Approval of additional appropriation
Amount: \$36,395
Fund/Budget: 100% grant funded
Submitted by: Timothy Shaw
Attending: Mr. Shaw; Ms. Cammarota

Ms. Cammarota said approximately 60 officers are to be given crisis intervention training, also, due to retirements, new officers have not had this training.

Motion to approve by Ms. Rinaldi, seconded by Mr. Alswanger, passed with a unanimous vote of 6-0-0.

7. CAPITAL PROJECT C8702 APPROPRIATION – SUMMER STREET CORRIDOR ACCIDENT REDUCTION PROGRAM (Video: 00:12:48)

Request for Capital Project appropriation for FY 20/21 for an increase in the state-funded portion of the above program. The Department applied for, and was approved for, a grant to reduce crashes on a high density crash corridor. As the design work progressed, CTDOT was impressed with the quality of work and agreed to fund improvements that increased the grant from \$700,000 to \$1,400,000. All City appropriations to secure the grant have already been authorized. No additional City funds are needed. This request is solely to increase the state-funded portion.

Action Requested: Approval of Capital Project C8702 appropriation
Amount: \$667,536
Fund/Budget: 100% grant funded
Submitted by: James Travers, Transportation Bureau Chief
Attending: Mr. Travers; Ms. Cammarota

Mr. Travers said the City is making progress in its effort to reduce traffic accidents along this corridor.

Motion to approve by Mr. Alswanger, seconded by Mr. Mannis, passed with a vote of 5-1-0 with Mr. Cerasoli opposed.

8. CAPITAL PROJECT CLOSEOUT (Video: 00:22:25)

Pursuant to Stamford City Code Section 8-2, closeout of the following Capital Project is recommended: (See related Items 9 and 10)

Action Requested: Closeout of Capital Project 65201
Amount: \$2,000,000
Fund/Budget:
Citywide Technology Replacement and Upgrade \$1,200,000
C65201 – City Bonds
Citywide Technology Replacement and Upgrade \$800,000
C65201 – CNR
Submitted by: Anthony Romano, Management Analyst, OPM
Attending: Messrs. Fountain and Romano

Continued...

Mr. Romano said Items 8, 9 and 10 are connected and the funds are being moved to the ERP Implementation project. Ms. Dennies indicated the funds are being moved from the Technology Department and segregated for funding tracking purposes. The BOF has already appropriated the funds for this project and Ms. Dennies will be going to the Planning Board and Board of Representatives next month for their authorization for the remainder of the project.

No motion is required for Item 8.

9. CAPITAL PROJECT CP1462 APPROPRIATION – ERP IMPLEMENTATION (Video: 00:30:55)

Request for Capital Project appropriation for FY 20/21 to provide enterprise solutions to streamline and optimize both general operations (e.g., financials, reporting and system integration) and those specific to agencies (e.g., procurement, regulatory compliance, grants, etc.) (See related Items 8 and 10)

Action Requested: Approval of Capital Project CP1462 appropriation
Amount: \$2,000,000
Fund/Budget: Bond (City) - \$1,200,000
Capital Non-Recurring - \$800,000
Submitted by: Sandy Dennies
Attending: Ms. Dennies

Ms. Dennies said the City will not go ahead with the implementation phase without updating the BOF beforehand. She said that Mr. Alswanger has agreed to sit on the ERP Implementation Governance Committee and will be able to update the Board as the process proceeds.

Motion to approve by Mr. Alswanger, seconded by Mr. Freedman, passed with a vote of 5-1-0 with Mr. Cerasoli opposed.

10. RESOLUTION WITH RESPECT TO AMENDING THE CAPITAL BUDGET FOR FISCAL YEAR 2020-2021 BY ADDING AN APPROPRIATION OF \$2,000,000 FOR ERP IMPLEMENTATION AND AUTHORIZING \$1,200,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION (Video: 00:38:11)

This request is for a resolution approving an amendment to prior resolution No. 4051 dated June 2, 2020 increasing the amount of the appropriation by \$2,000,000 for ERP implementation Project No. CP1462 and amending the prior resolution to increase the amount of general obligation bonds by \$1,200,000. (See related Items 8 and 9)

Action Requested: Approval of a bond resolution
Amount: Not exceeding \$1,200,000
Fund/Budget: General Obligation Bonds
Submitted by: Sandy Dennies, Interim Director of Administration
Attending: Ms. Dennies

Motion to approve by Mr. Alswanger, seconded by Mr. Mannis, passed with a vote of 5-1-0 with Mr. Cerasoli opposed.

11. RECOMMENDATION FOR SELLING UNUSED PROPERTIES (Video: 0038:41)

Pursuant to Section 9-4 of the City ordinances, the Director of Administration is providing the Board with the triennial list and recommendations for three properties to be sold pursuant to 9-6, Special Sales. It is requested that the BOF review the proposed terms and conditions of sale for three properties prior to the City initiating activities to sell the properties. If the plan to sell these properties with the proposed conditions is agreeable to the BOF, the Mayor will pursue a sale to the highest qualified bidder with the specified terms and conditions of sale.

Action Requested: Board recommendation
Submitted by: Mayor David Martin
Attending: Sandy Dennies, Director of Administration, Mayor's Office Staff

The three properties mentioned above are: 229 North Street (former Stamford Academy), 35 Crescent Street (Glenbrook Community Center) and 110 Haig Avenue, 0 Haig Avenue (old Police Station on the corner of Haig and Crestview Avenues). There was a lengthy discussion that included concern for historic buildings on two of these sites and the importance of input from the public. Mr. Freedman noted that the ordinance required a public hearing at the Board of Representatives before a formal vote on the sale of each individual property. The ordinance also requires a vote by the BOF on each sale.

The Board's recommendation was that the sale of North Street property was fine; the sale of the Glenbrook Community Center was fine although Ms. Rinaldi was concerned about congestion in the area; and a majority of members opposed the sale of the Haig Avenue property, believing that the City should retain ownership of such a large, vacant property for potential future use. Mr. Freedman suggested a sale of only the former Police Station building, likely to be converted to a small multifamily building, in order to ensure its long-term preservation, and the minimum amount of land needed to make a sale feasible. That suggestion was positively received by the Board.

12. DISCUSSION – TERRY CONNORS RINK (Video: 01:00:08)

Discussion of actual operations at the Terry Connors Rink vs the budget that was presented to the Board of Finance; an update on rate increases approved by the Board of Representatives and the impact they will have on ongoing operations; and future challenges for the Rink.

Action Requested: Discussion
Submitted by: Mayor David Martin
Attending: Laura Burwick, Special Assistant to the Mayor; Laurie Albano, Superintendent of Recreation; and Ken Smith, Operations Foreman

Ms. Burwick discussed the financial status of the Rink and offered three options for management: (1) City to continue to maintain ownership; (2) lease to 3rd party operation; or (3) transfer to an authority. The City is requesting to continue funding till 2022-23.

There was a consensus that the City could continue funding but options for alternatives are necessary. Ms. Burwick was in support of hiring a consultant to provide this. Mr. Freedman was skeptical of transferring management to an authority, believing it overly complex and providing no obvious benefit beyond continued management by the City.

Four members supported a short-term extension of funding through the end of this fiscal year but expressed concerns that ice-time fees would need to increase sufficiently over time to cover increasing in operating expenses as well as additional debt service necessary to cover future capital costs. The Board advised canvassing other rinks as to how they manage their operations to determine if the Rink is operating as efficiently as it should be.

The Board thanked Ms. Burwick for all the work done on this.

13. CAPITAL PROJECT CP1201 APPROPRIATION – UPGRADE OF ULTRA-VIOLET DISINFECTION SYSTEM (Video: 01:54:49)

Request for Capital Project appropriation for FY 20/21 to complete construction of a new ultra-violet disinfection system. (See related Item 14 below)

Action Requested: Approval of Capital Project C71201 appropriation
Amount: \$300,000
Fund/Budget: Bond (WPCA)
Submitted by: William Brink, Executive Director, WPCA
Attending: Mr. Brink

Mr. Brink said Items 13, 15, 17 and 19 are capital improvements, some are recurring and others are individual projects. Item 13 will complete this construction: they are close in their authorizations but not close enough, have \$23,000 left in the account and expect to spend \$200,000-300,000 additional on the project. There were no questions from the Board.

Motion to approve by Mr. Mannis, seconded by Mr. Cerasoli, passed with a unanimous vote of 6-0-0.

14. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2020-2021 FOR WATER POLLUTION CONTROL (WPCA) PROJECTS – UPGRADE OF ULTRA-VIOLET DISINFECTION SYSTEM (Video: 02:07:27)

This request is for a resolution approving an amendment to prior resolution No. 4051 dated June 2, 2020 increasing the appropriation by \$300,000 for the Upgrade of the Ultra-Violet Disinfection System, Project No. C71201. (See related Item 13 above)

Action Requested: Approval of a bond resolution
Amount: \$300,000
Fund/Budget: Bonds
Submitted by: William Brink
Attending: Mr. Brink

Motion to approve by Mr. Mannis, seconded by Mr. Alswanger, passed with a unanimous vote of 6-0-0.

15. CAPITAL PROJECT CP0124 APPROPRIATION – REPLACEMENT OF PLANT WATER AND RAS PUMPS (Video: 01:56:52)

Request for Capital Project CP0124 appropriation for FY 20/21 to replace pumps, electrical switchgear, piping and valves in the WPCA Operations Building associated with the plant water, return sludge and waste sludge pumping systems. (See related Item 16 below)

Action Requested: Approval of Capital Project CP0124 appropriation
Amount: \$5,460,000
Fund/Budget: Bond (WPCA)
Submitted by: William Brink
Attending: Mr. Brink

Mr. Brink said this project was close to completion but after further evaluations they determined it was better to combine two projects. The original appropriation was for \$1,500,000 and the total project is now close to \$7,000,000.

Motion to approve by Mr. Cerasoli, seconded by Mr. Alswanger, passed with a unanimous vote of 6-0-0.

16. RESOLUTION WITH RESPECT TO AMENDING THE CAPITAL BUDGET FOR FISCAL YEAR 2020-2021 FOR WATER POLLUTION CONTROL (WPCA) PROJECTS – REPLACEMENT OF PLANT WATER AND RAS PUMPS (Video: 02:07:38)

This request is for a resolution approving an amendment to prior resolution No. 4051 dated June 2, 2020, increasing the amount of the appropriations by \$5,460,000 for Replacement of Plant Water and RAS Pumps Project No. CP0124. (See related Item 15 above)

Action Requested: Approval of bond resolution
Amount: \$5,460,000
Fund/Budget: Bond (WPCA)
Submitted by: William Brink
Attending: Mr. Brink

Motion to approve by Mr. Mannis, seconded by Mr. Freedman, passed with a unanimous vote of 6-0-0.

17. CAPITAL PROJECT CP4242 APPROPRIATION – SANITARY SEWER REHABILITATION
(Video: 02:02:19)

Request for Capital Project CP4242 appropriation for FY 20/21 to repair/replace sanitary sewers, manhole frames and covers, and rehabilitate sewers determined to have excessive infiltration and inflow. (See related Item 18 below)

Action Requested: Approval of Capital Project CP4242 appropriation
Amount: \$600,000
Fund/Budget: Bond (WPCA)
Submitted by: William Brink
Attending: Mr. Brink

This is a recurring account for maintenance and repairs. It is partially covered by cash reserves.

Motion to approve by Mr. Alswanger, seconded by Mr. Cerasoli, passed with a unanimous vote of 6-0-0.

18. RESOLUTION WITH RESPECT TO AMENDING THE CAPITAL BUDGET FOR FISCAL YEAR 2020-2021 FOR WATER POLLUTION CONTROL (WPCA) PROJECTS – SANITARY SEWER REHABILITATION (Video: 02:08:27)

This request is for a resolution approving an amendment to prior resolution No. 4051 dated June 2, 2020, increasing the amount of bonds by \$400,000 for Sanitary Sewer Rehabilitation Project No. CP4242. (See related Item 17 above)

Action Requested: Approval of bond resolution
Amount: \$400,000
Fund/Budget: Bond (WPCA)
Submitted by: William Brink
Attending: Mr. Brink

Motion to approve by Mr. Cerasoli, seconded by Mr. Mannis, passed with a unanimous vote of 6-0-0.

19. CAPITAL PROJECT CP6904 APPROPRIATION – WPCA MAJOR REPLACEMENT (Video: 02:08:44)
Request for Capital Project CP6904 appropriation for FY 20/21 for miscellaneous equipment replacements, paint final clarifier, and replace final clarifier No. 3. (See related Item 20 below)

Action Requested: Approval of Capital Project CP6904 appropriation
Amount: \$825,000
Fund/Budget: Bond (WPCA)
Submitted by: William Brink
Attending: Mr. Brink

Mr. Brink said this is also a recurring account covering general replacements and work.

Motion to approve by Mr. Cerasoli, seconded by Mr. Alswanger, passed with a unanimous vote of 6-0-0.

20. RESOLUTION WITH RESPECT TO AMENDING THE CAPITAL BUDGET FOR FISCAL YEAR 2020-2021 FOR WATER POLLUTION CONTROL (WPCA) PROJECTS – WPCA MAJOR REPLACEMENT (Video: 02:08:59)

This request is for a resolution approving an amendment to prior resolution No. 4051 dated June 2, 2020, increasing the amount of the appropriation by \$825,000 for WPCA Major Replacement, Project No. CP6904. (See related Item 19 above)

Action Requested: Approval of bond resolution
Amount: \$825,000
Fund/Budget: Bond (WPCA)
Submitted by: William Brink
Attending: Mr. Brink

Motion to approve by Mr. Mannis, seconded by Mr. Alswanger, passed with a unanimous vote of 6-0-0.

21. RESOLUTION WITH RESPECT TO THE ISSUANCE AND SALE OF NOT TO EXCEED \$29,409,000 WATER POLLUTION CONTROL SYSTEM AND FACILITY REVENUE BONDS OF THE CITY OF STAMFORD, CONNECTICUT, ISSUE OF 2020 (Video: 02:09:17)

Request for approval of the issuance of not to exceed \$29,409,000 City of Stamford, Connecticut Water Pollution Control System and Facility Revenue Bonds, Issue of 2020.

Action Requested: Approval of issuance of revenue Bonds
Amount: \$29,409,000
Fund/Budget: Revenue Bonds (WPCA)
Submitted by: William Brink
Attending: Mr. Brink

Mr. Brink said this is to cover projects for this fiscal year and next year. He said it is a good time to issue bonds as the interest rate of 2.64% is very low. The term is 25 years.

Motion to approve by Mr. Mannis, seconded by Mr. Alswanger, passed with a unanimous vote of 6-0-0.

SUSPENSION OF THE RULES

Chair Freedman announced that the Mayor has requested a Suspension of the Rules to consider the following items. He then asked for a motion to suspend the rules.

Motion to suspend the rules made by Mr. Alswanger, seconded by Mr. Freedman passed unanimously (6-0-0).

A. CAPITAL PROJECT APPROPRIATION – PUBLIC SAFETY VEHICLE REPLACEMENT & UPGRADE

(Video: 02:18:43)

Request for a Capital Project CP1460 appropriation for twelve (12) Stamford Police Department Patrol Response vehicles. (See related item B below.)

Action Requested: Approval of CP1460 appropriation
Amount: \$816,000 (\$68,000 per vehicle)
Fund/Budget: General Obligation Bonds
Submitted by: Mayor David Martin
Attending: Ted Jankowski, Director. Public Safety, Health and Welfare

Mr. Jankowski said this is an opportunity to save \$144,000 by purchasing the vehicles at this time. The City is behind in its vehicle replacement schedule and it will reduce the number we purchase next year.

Motion to approve by Mr. Alswanger, seconded by Mr. Cerasoli, passed with a unanimous vote of 6-0-0.

B. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2020-2021 BY ADDING AN APPROPRIATION – PUBLIC SAFETY VEHICLE REPLACEMENT AND UPGRADE (Video: 02:24:58)

This request is for a resolution approving an amendment to the prior resolution No. 4051 dated June 2, 2020, to increase the amount of the appropriation by \$816,000 for Public Safety Vehicle Replacement and Upgrade, Project No. CP1460. (See related item A above.)

Action Requested: Approval of bond resolution
Amount: \$816,000
Fund/Budget: General Obligation Bonds
Submitted by: Mayor David Martin
Attending: Mr. Jankowski

Motion to approve by Mr. Mannis, seconded by Mr. Alswanger, passed with a unanimous vote of 6-0-0.

22. ADJOURNMENT (Video: 02:26:20)

On a motion by Ms. Rinaldi, seconded by Mr. Alswanger, the meeting was adjourned at 10:06 p.m.

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

[This meeting is on video.](#)

Cynthia R. Winterle

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