

MAYOR
DAVID R. MARTIN



RICHARD FREEDMAN
CHAIR

MARY LOU T. RINALDI
VICE CHAIR
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BOARD OF FINANCE

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BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, September 10, 2020 – 7:00 p.m.

MINUTES

CALL TO ORDER: Chair Richard Freedman called the meeting to order at 7:00 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; MARK MCGRATH, DIRECTOR OF OPERATIONS; MICHAEL POLLARD, CHIEF OF STAFF; JENNIFER CALDER, DIRECTOR OF HEALTH; THOMAS MADDEN, DIRECTOR, ECONOMIC DEVELOPMENT; KAREN CAMMAROTA, GRANTS OFFICER; RYAN FEALEY, DIRECTOR OF FINANCE, BOE; AND THOMAS ORTIZ, NATHAN FREY AND CHUCK WILLIAMS, ISG REPRESENTATIVES; JON WINKEL, JODI GUTIERREZ AND DAN MORRIS, STAMFORD PARTNERSHIP REPRESENTATIVES.

PUBLIC PARTICIPATION *(Video: 00:00:59)*

Ms. Jodie Gutierrez and Mr. Dan Morris provided the members of the Board with a background of Stamford Partnership activities and services to the community.

REPORTS TO THE BOARD:

- A. Contingency Update – FY 20-21

1. MINUTES

Request for approval of minutes of the following August 2020 meetings: (Video: 00:08:43)

Special Meeting – August 10, 2020
Audit Committee Meeting – August 13, 2020
Regular Monthly Meeting – August 13, 2020

Submitted by: Clerk, Board of Finance

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

2. POSSIBLE DISCUSSION ON BUDGET MATTERS WITH MAYOR DAVID MARTIN (Video: 00:09:21)

Mayor Martin did not attend the meeting but will address the Board of Finance at its next meeting.

3. BUDGET UPDATE – BOARD OF EDUCATION (Video: 00:09:43)

Superintendent of Schools, Dr. Tamu Lucero will be present to give an update on the Board of Education budget.

Board of Education Director of Finance Ryan Fealey gave an update on behalf of Dr. Lucero. He spoke of the BOE 2020-21 budget reductions, \$2.7M CARES act funding, and allocation of the approximately \$4.5M in Coronavirus Relief funds which have not been allocated yet. These funds will cover coronavirus expenses incurred between March 1 and December 30, 2020, and are under the CARES act.

4. CONTRACT – PROJECT MANAGER FOR ERP IDENTIFICATION AND IMPLEMENTATION (RFP NO. 806) – CITYWIDE TECHNOLOGY REPLACEMENT AND UPGRADE (Video: 00:18:38)

Request for approval of an agreement between the City of Stamford and International Consulting Acquisition Corp. (dba ISG Public Sector) for project management for the City's ERP system.

Action Requested: Approval of contract
Amount: \$1,500,000
Fund/Budget: C65201 – Citywide Technology Replacement and Upgrade
Submitted by: Sandy Dennies, Director of Administration
Attending: Ms. Dennies; Thomas Ortiz, ISG Representative

Ms. Dennies said that ISG Public Sector was chosen from 17 respondents to the RFP for a project manager for the City's implementation of a new ERP system. Thomas Ortiz, a partner at ISG, Public Sector, described in detail the three (3) phases of this project and its implementation. Nathan Frey, ISG Partner, and Chuck Williams, who will be the project manager, were both present. Please access the video for the complete presentation.

The breakdown of this funding is: \$1.2M covering the 3-year contract with ISG and \$300K set aside for additional services that may be needed to complete the project beyond those requested in the RFP.

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

5. TRANSFER REQUEST – REORGANIZATION OF PAYROLL (Video: 01:25:20)
Request for a transfer of funds as a result of a reorganization of the Payroll Department based upon the need for skilled backup for the Payroll Supervisor.

Action Requested: Approval of transfer
Amount: \$94,700
Fund/Budget: From: 01410221100 Revenue Services/Salaries (\$88,000)
01410222200 Revenue Services/Social Security (\$6,700)
To: 01410321100 Financial Proc. & Reporting/Salaries (\$88,000)
01410322200 Financial Proc. & Reporting/S. Security (\$6,700)
Submitted by: David Yanik, Controller
Attending: Mr. Yanik

Mr. Yanik provided a background on the justification for this transfer. Ms. Dennies said in reorganizing the Tax Collector's Office they eliminated a position and are moving it to Payroll.

Motion to approve by Mr. Freedman, seconded by Mr. Alswanger, passed with a vote of 4-2-0 with Ms. Rinaldi and Mr. Ryan opposed.

6. ADDITIONAL APPROPRIATION – PORT SECURITY – GRANT FUNDED (Video: 01:35:58)
Request for additional appropriation for upgrading two (2) display units on a fire vessel and to contract with a vendor to provide maintenance on the cooling system and jet ducts.

Action Requested: Approval of additional appropriation
Amount: \$20,650
Fund/Budget: 100% grant funded
Submitted by: Trevor Roach, Fire Chief
Attending: Chief Roach; Karen Cammarota, Grants Officer

Chief Roach was present and said this is an additional port security grant for the fire boat.

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

7. ADDITIONAL APPROPRIATION – FEMA ISAIAS – FEMA STORM GRANT (Video: 01:37:17)
Request for an additional appropriation for expenses for pickup and haul away of vegetative debris generated by Storm Isaias. FEMA will reimburse 75% of eligible costs (See also related Item 8 below.).

Action Requested: Approval of additional appropriation
Amount: \$305,125
Fund/Budget: Federal grant 75% - (City funds 25%)
Submitted by: Mark McGrath, Director of Operations
Attending: Mr. McGrath; Ms. Cammarota

Mr. McGrath said the City has hired several people it had laid off in highway and sanitation to haul debris as a result of the storm. At this time, the work has not been done and Ms. Dennies said the City will not expend the funds unless they have confirmation that FEMA will reimburse the City. Reimbursement is contingent on the County and State meeting FEMA requirements.

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

8. ADDITIONAL APPROPRIATION – CITY PORTION FOR ISAIAS STORM CLEANUP (Video: 01:46:56)
Request for an additional appropriation for pickup and haul away of vegetative debris generated by Storm Isaias. This is the 25% City portion – FEMA has indicated it will reimburse 75% of eligible costs (See related Item 7 above.)

Action Requested: Approval of additional appropriation
Amount: \$76,281
Fund/Budget: Contingency
Submitted by: Mark McGrath
Attending: Mr. McGrath; Ms. Cammarota

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

9. ADDITIONAL APPROPRIATION – STAMFORD PARTNERSHIP FUNDING - HELD (Video: 01:47:19)
Request for an additional appropriation for Stamford's COVID-19 Community Support Fund Administration.

Action Requested: Approval of additional appropriation
Amount: \$48,000
Fund/Budget: Contingency
Submitted by: Thomas Madden, Director, Economic Development
Attending: Mr. Madden

Mr. Madden said the City has helped fund the Partnership for many years in the past and this funding would help with current projects. He outlined some of these projects. Jonathan Winkel, Executive Director of Stamford Partnership, expanded on Mr. Madden's comments.

During this discussion it was suggested the item be held with the understanding that more information on the financial status of the City will be available in the coming months.

Motion to HOLD this item until November by Ms. Rinaldi, seconded by Mr. Cerasoli, passed with a vote of 5-1-0 with Mr. Ryan opposed.

10. ADDITIONAL APPROPRIATION - COVID-19 – GRANT FUNDED (Video: 02:18:58)
Request for an additional appropriation to cover the City of Stamford's response to COVID-19. .

Action Requested: Approval of additional appropriation
Amount: \$1,407,000
Fund/Budget: Grant funded (Federal)
Submitted by: Karen Cammarota
Attending: Sandy Dennies; K. Cammarota

Ms. Dennies provided background on this request. She said that the City hasn't received confirmation on the reimbursement yet, as the government is looking into extending the CARES funding through the end of September - possibly November 2. The above encompasses City expenditures from July 1, 2020 to date and going forward.

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

11. ADDITIONAL APPROPRIATION – STAMFORD’S COMMUNITY HEALTH WORKERS’ PROGRAM – COMMUNITY HEALTH WORKERS GRANT (Video: 02:30:26)

Request for an additional appropriation to be used by the Health Department to contract with the Family Health Worker Program.

Action Requested: Approval of additional appropriation
Amount: \$214,500
Fund/Budget: Grant funded (100%)
Submitted by: Dr. Jennifer Calder, Director of Health
Attending: Dr. Calder

Dr. Calder indicated that the City wrote this grant jointly with Family Centers, Inc. The grant is from the Connecticut Health Foundation. The pandemic has heavily impacted communities of color and this grant will focus on outreach and services to those communities.

Board Member Alswanger took a moment to thank Dr. Calder, and her staff, as they have so much on their plate right now. This sentiment was echoed by other members of the Board.

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

12. RESOLUTION WITH RESPECT TO THE ISSUANCE AND SALE OF NOT EXCEEDING \$30,000,000 CITY OF STAMFORD GENERAL OBLIGATION REFUNDING BONDS (Video: 02:34:46)

Request for approval of the issuance of General Obligation Refunding Bonds.

Action Requested: Approval of General Obligation Refunding Bonds issuance
Amount: Not exceeding \$30,000,000
Fund/Budget:
Submitted by: Sandy Dennies, Interim Director of Administration
Attending: Ms. Dennies

Ms. Dennies said these bonds were issued in 2013 and the negotiated sale will be completed on November 3, 2020. This sale of the bonds are projected to save the City \$3.3M over the life of the refunding.

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

13. DISCUSSION ON REAL ESTATE MATTERS – RICHARD FREEDMAN (Video: 02:37:29)

Chair Freedman will call for the meeting to enter Executive Session for the purpose of discussing real estate matters.

Motion to enter Executive Session to discuss real estate matters made by Mr. Mannis, seconded by Ms. Rinaldi passed with a unanimous vote of 6-0-0.

The meeting convened in Executive Session with the following in attendance: Richard Freedman, Mary Lou Rinaldi, Geoff Alswanger, Frank Cerasoli, David Mannis, Kieran Ryan and Sandy Dennies.

EXECUTIVE SESSION

Chair Freedman and the Board discussed real estate matters.

OPEN SESSION (Video: 00:00:00)

The Board resumed in open session at 10:12 p.m. Chair Freedman announced that no motions were made nor actions taken in Executive Session.

14. ADJOURNMENT (Video: 00:00:00)

On a motion by Mr. Alswanger, seconded by Ms. Rinaldi, the meeting was adjourned at 10:12 p.m.

The next Regular Meeting of the Board: Thursday, October 8 at 7:00 p.m.

This meeting is on video.

Cynthia R. Winterle

Cynthia R. Winterle
Clerk of the Board