

**MAYOR
DAVID R. MARTIN**



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CHAIR
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VICE CHAIR
GEOFF ALSWANGER
FRANK CERASOLI
DAVID MANNIS
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BOARD OF FINANCE

STAMFORD GOVERNMENT CENTER
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STAMFORD, CONNECTICUT 06904-2152

BOARD OF FINANCE REGULAR MONTHLY MEETING (WEBINAR)

RESCHEDULED TO

Monday, March 16, 2020 – 7:00 p.m.

MINUTES

CALL TO ORDER: Chair Richard Freedman called the meeting to order at 7:01 p.m.

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

PLEDGE OF ALLEGIANCE: As this was conducted as a webinar, Chair Richard Freedman waived the Pledge.

PUBLIC PARTICIPATION: There was none.

REPORTS TO THE BOARD:

- A. Contingency Update – FY 19-20
- B. Board of Finance and Administration Transfer Report – FY 19-20

ITEMS LISTED IN THE ORDER THEY WERE HEARD

SUSPENSION OF THE RULES

Chair Freedman announced that the Governor of Connecticut had approved a resolution allowing municipalities to delay for 30 days their budget process for the 2020-21 fiscal year. He then made a motion to suspend the rules.

Motion made by Mr. Freedman, second by Ms. Rinaldi to suspend the rules passed unanimously (6-0-0).

POSSIBLE POSTPONEMENT OF 30 DAYS FOR BOARD OF FINANCE BUDGET PROCESS

Following an in-depth discussion, the members voted to postpone the Board of Finance budget process for two (2) weeks, with a meeting to be scheduled prior to that date so further discussion can be held on this item.

Motion to postpone the budget process for two (2) weeks made by Mr. Freedman and seconded by Ms. Rinaldi passed unanimously (6-0-0).

1. **MINUTES:** This item was addressed after Item 4.

Submitted by: Clerk, Board of Finance

2. **REVIEW – SCHOOL CUSTODIAL PRACTICES AND GRIEVANCES - WITHDRAWN**
The Mayor will review school custodial practices and grievances, which may be held in executive session.

This item was withdrawn.

3. **FISCAL UPDATE – SPED BUDGET**
Superintendent of Schools Tamu Lucero will be present to give an update on the Special Education budget.

Dr. Lucero was present and updated the Board on this item.

4. **MOLD UPDATE – STAMFORD ASSET MANAGEMENT GROUP**
Superintendent of Schools Tamu Lucero will give an update on activity relating to the mold project.

Dr. Lucero updated the Board on this item.

(1) APPROVAL OF MINUTES

Request for approval of minutes of the following February 2020 meetings:

- a. Audit Committee Meeting – February 13, 2020
- b. Regular Monthly Meeting – February 13, 2020

Submitted by: Cynthia Winterle, Clerk

Motion by Ms. Rinaldi, second by Mr. Freedman passed unanimously (6-0-0) with the provision that the names of members present at the February 13, 2020 regular meeting being listed.

5. EMERGENCY APROPRIATION FOR CORONAVIRUS PROTECTIVE SUPPLIES AND EQUIPMENT -

Request for an appropriation for coronavirus protective supplies and equipment.

Action Requested: Approval of emergency appropriation
Amount: \$500,000 – amended amount (original amount was \$250,000)
Fund/Budget: Contingency
Submitted by: Jennifer Calder, Director of Health
Attending: Mr. Jankowski, Director, Public Safety, Health and Welfare

Motion to approve made by Mr. Mannis, second by Mr. Alswanger passed unanimously (6-0-0).

5. (A) TRANSFER OF FUNDS TO GRANT FUND – CORONAVIRUS

Request for a transfer of City funds for COVID19 Corona Virus into grants fund.

Action Requested: Approval of transfer
Amount: \$500,000
Fund/Budget: From: 01488088888 Contingency Reserve
To: 01480809024 Grant Fund
Submitted by: Karen Cammarota, Grants Officer
Attending: Ms. Cammarota

Motion to approve made by Mr. Mannis, second by Mr. Alswanger passed unanimously (6-0-0).

6. TRANSFER – ACCOUNT DEFICIT – SOCIAL SERVICES

Request for a transfer for funding account deficit for permanent part-time employees.

Action Requested: Approval of transfer
Amount: \$55,000
Fund/Budget: From: 01439101202 – Social Services/Permanent Part-Time
To: 01439101203 – Social Services/Seasonal
Submitted by: Ellen Bromley, Director of Social Services
Attending: Ms. Bromley

Motion to approve made by Ms. Rinaldi, second by Mr. Ryan passed unanimously (6-0-0).

7. CAPITAL PROJECT APPROPRIATION – DISTRICT-WIDE ELECTRONIC TECHNOLOGY – GRANT
Request for Capital Project C5B018 appropriation to enhance security in public schools.

Action Requested: Approval of Capital Project C5B018 appropriation
Amount: \$499,717
Funds/Budget: Federal grant
Submitted by: Karen Cammarota, Grants Officer
Attending: Ms. Cammarota

Motion to approve by Mr. Cerasoli, second by Ms. Rinaldi passed unanimously (6-0-0).

8. CAPITAL PROJECT APPROPRIATION – TRAFFIC MANAGEMENT STUDIES – TRAFFIC ENGINEERING

Request for Capital Project appropriation for a comprehensive traffic and mobility study that will be coordinated with Traffic Engineering and Land Use. Per zoning requirements established with the erection of an office tower at the Gateway site, the developer was responsible for providing \$250,000 to be used.

Action Requested: Approval of Capital Project C56241 appropriation
Amount: \$250,000
Fund/Budget: Private Contributions
Submitted by: James Travers, Transportation Bureau Chief
Attending: Mr. Travers and Garrett Bolella, Traffic Engineer

Motion to approve by Ms. Rinaldi, second by Mr. Freedman passed unanimously (6-0-0).

9. LICENSE AGREEMENT – U.S. COAST GUARD AUXILIARY – USE OF CUMMINGS PARK MARINA BOAT HOUSE

Request for approval of a license agreement between the U.S. Coast Guard Auxiliary, First Southern District and the City of Stamford for the use of Cummings Park Marina Boat House.

Action Requested: Approval of Agreement
Amount: There is no license fee
Fund/Budget: -
Submitted by: Mayor David Martin
Attending: Dana Lee, Assistant Corporation Counsel

Motion to approve by Mr. Ryan, second by (TBC) passed unanimously (6-0-0).

10. APPROVAL OF SALE OF PROPERTY - 0 HIGH RIDGE ROAD

Request for approval of the Sale of 1600 sq. ft. of unused property located at 0 High Ridge Road, Stamford, CT to the State of Connecticut Department of Transportation.

Action Requested: Approval of sale of property
Amount: \$13,500
Fund/Budget: -
Submitted by: Mayor David Martin
Attending: Dana Lee, Assistant Corporation Counsel

Motion to approve made by Mr. Mannis, second by Ms. Rinaldi passed 4-0-2 with Messrs. Ryan and Cerasoli abstaining.

11. BID WAIVER # 1129 – HINE BROS. INTERNATIONAL, LLC – SCRAPPAGE AND REPLACEMENT OF UTILITY TRUCKS (20% GRANT FUNDED)

Request for approval of a bid waiver under Purchasing Ordinance Section 23-18.3B(1)(c) (*Time is critical*) allowing the City to enter into an Agreement with Hine Bros. International, LLC for scrappage and replacement of four (4) model years 1998 and 1999 class 6 utility trucks and supply of four (4) new utility trucks. (See related Item 9 below.) This is associated with a Capital Project appropriation approved at the February 13, 2020 BOF meeting.

Action Requested: Approval of bid waiver
Amount: \$505,806.70:
A. \$183,469.35 each (Two 2021 MV609 SBA trucks)
B. \$ 69,934.00 each (Two 2020 CV515 SFA trucks)
Fund/Budget: 20% grant funded
Submitted by: Laura Burwick, Special Assistant to the Mayor, Mark McGrath
Attending: Ms. Burwick, Mr. Lee and Ms. Cammarota

Motion to approve by Mr. Freedman, second by Mr. Mannis passed 5-1-0 with Ms. Rinaldi opposed.

12. APPROVAL OF AGREEMENT – HINE BROS. INTERNATIONAL, LLC – SCRAPPAGE AND REPLACEMENT OF UTILITY TRUCKS

Request for approval of an Agreement between the City of Stamford and Hine Bros. International, LLC for scrappage and replacement of four (4) utility trucks. (See related item 8 above.)

Action Requested: Approval of Agreement
Amount: \$505,806.70
Fund/Budget: 20% grant funded
Submitted by: Laura Burwick
Attending: Ms. Burwick and Dana Lee, Esq.

Motion to approve by Ms. Rinaldi, second by Mr. Alswanger passed unanimously (6-0-0).

13. BID WAIVER #1124 – AVALON IT SYSTEMS (PINACOM INC.) – POLICE EXTRA DUTY PAYROLL

Request for approval of a bid waiver under Purchasing Ordinance Section 23-18.3B(1)(d) (*Formal procurement would cost more/be inefficient/disruptive*) allowing the City to extend the Agreement with Avalon IT Systems until an audit of extra duty is completed. This item was HELD at the February 13, 2020 meeting, pending further information. (See related Item 14 below.)

Action Requested: Approval of bid waiver
Amount: \$124,000
Fund/Budget:
Submitted by: Ted Jankowski, Director of Public Safety, Health and Welfare
Attending: Mr. Jankowski and Acting Police Chief Tom Wuennemann

Motion to approve made by Mr. Freedman, second by Mr. Mannis passed 4-2-0 with Ms. Rinaldi and Mr. Alswanger opposed.

14. SECOND AMENDMENT TO AGREEMENT – AVALON IT, INC. - ADMINISTRATIVE SERVICES FOR POLICE DEPARTMENT EXTRA DUTY EMPLOYMENT

Request for approval of a 2nd amendment to an Agreement with PINACOM INC, (d/b/a Avalon IT Systems) for administrative services for police department extra duty employment to extend the Agreement from March 10, 2020 through August 9, 2020, on a monthly basis, but not beyond August 9, 2020. This item was HELD at the February 13, 2020 meeting. (See related Item 13 above.)

Action Requested: Approval of amendment to agreement

Amount: \$20,625 per month

Fund/Budget:

Submitted by: Ted Jankowski

Attending: Mr. Jankowski and Acting Chief Wuennemann

Motion to approve by Mr. Alswanger, second by Ms. Rinaldi passed unanimously (6-0-0).

15. ADDITIONAL APPROPRIATION – OVERTIME - DISTRACTED DRIVING GRANT

Request for additional appropriation for Distracted Driving Grant funds for increased enforcement on an overtime basis in an effort to decrease fatalities and injuries.

Action Requested: Approval of additional appropriation

Amount: \$48,290 (100% grant funded)

Funds/Budget: Distracted Driving Grant

Submitted by: Thomas Wuennemann, Acting Chief of Police

Attending: Acting Chief Wuenneman

Motion to approve by Ms. Rinaldi, second by Mr. Ryan passed unanimously (6-0-0).

16. ADDITIONAL APPROPRIATION – SHORTFALL IN SUPPRESSION OVERTIME ACCOUNT – STAMFORD FIRE DEPARTMENT

Request for an additional appropriation to cover an estimated shortfall as noted.

Action Requested: Approval of additional appropriation

Amount: \$490,000

Funds/Budget: Contingency

Submitted by: Trevor Roach, Fire Chief

Attending: Assistant Chief Mike Robles

Motion to approve by Mr. Freedman, second by Ms. Rinaldi passed unanimously (6-0-0)

17. CAPITAL PROJECT PARTIAL CLOSEOUT RECOMMENDATION

Pursuant to Stamford City Code Section 8-2 request for the partial closeout of Capital Projects.

Action Requested: Partial closeout of Capital Projects

Amount:	Hart Magnet – MTF (CPBM03)	\$3,000,000
	Northeast MTF (CPBM07)	\$3,000,000
	Springdale MTF (CPBM13)	\$4,100,000
	Julia Stark MTF (CPBM14)	\$1,000,000
	Stillmeadow MTF (CPBM15)	\$4,000,000
	Scofield Magnet MTF (CPBM24)	\$ 750,000
	Rippowam MTF (CPBM26)	<u>\$3,000,000</u>
		\$18,850,000

Fund/Budget: City Bonds

Submitted by: Anthony Romano, Management Analyst, OPM

Attending: Kevin McCarthy, Facilities Manager

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

18. CAPITAL PROJECT CPBM02 APPROPRIATION – DAVENPORT RIDGE ELEMENTARY SCHOOL (MTF)

Request for Capital Project CPBM02 appropriation to address Davenport Ridge Elementary School mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM02 appropriation
Amount: \$2,600,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

19. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$2,600,000 FOR DAVENPORT RIDGE (MTF) AND AUTHORIZING \$2,600,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$2,600,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

20. CAPITAL PROJECT CPBM17 APPROPRIATION – WESTOVER MAGNET SCHOOL (MTF)

Request for Capital Project CPBM17 appropriation to address Westover Magnet School mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM17 appropriation
Amount: \$2,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

21. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$2,000,000 FOR WESTOVER MAGNET SCHOOL (MTF) AND AUTHORIZING \$2,000,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$2,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

22. CAPITAL PROJECT CPBM31 APPROPRIATION – STAMFORD HIGH SCHOOL (MTF)

Request for Capital Project CPBM031 appropriation to address Stamford High School mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM31 appropriation
Amount: \$10,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

23. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$10,000,000 FOR STAMFORD HIGH SCHOOL (MTF) AND AUTHORIZING \$10,000,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$10,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

24. CAPITAL PROJECT CPBM32 APPROPRIATION – WESTHILL HIGH SCHOOL (MTF)

Request for Capital Project CPBM32 appropriation to address Westhill High School mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM32 appropriation
Amount: \$4,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

25. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$4,000,000 FOR WESTHILL HIGH SCHOOL (MTF) AND AUTHORIZING \$4,000,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$4,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

26. CAPITAL PROJECT CPBM34 APPROPRIATION – A.I.T.E. HIGH SCHOOL (MTF)

Request for Capital Project CPBM34 appropriation to address A.I.T.E. High School mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM34 appropriation
Amount: \$200,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

27. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$200,000 FOR A.I.T.E. HIGH SCHOOL (MTF) AND AUTHORIZING \$200,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$200,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

28. CAPITAL PROJECT CPBM99 APPROPRIATION – CHILDREN’S LEARNING CENTER (CLC) (MTF)

Request for Capital Project CPBM99 appropriation to address the Children’s Learning Center (CLC) mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM99 appropriation
Amount: \$50,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

29. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$50,000 FOR THE CHILDREN’S LEARNING CENTER (CLC) (MTF) AND AUTHORIZING \$50,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$50,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

Motion by Mr. Freedman to approve Items 17-29 as a group, second by Mr. Cerasoli passed unanimously (6-0-0).

SUSPENSION OF THE RULES

Motion to suspend the rules by Mr. Freedman, second by Mr. Mannis passed unanimously (6-0-0)

A. **CAPITAL PROJECT PARTIAL CLOSEOUT RECOMMENDATION**

Pursuant to Stamford City Code Section 8-2, request for the partial closeout of the following Capital Project.

Action Requested: Partial closeout of Capital Project C46038
Amount: \$100,000
Fund/Budget: Bond (City)
Submitted by: Mayor David Martin
Attending: Jay Fountain, Director of OPM and Mr. Romano

Motion to approve Items A, B and C under suspension of the rules made by Mr. Freedman, second by Mr. Cerasoli passed unanimously (6-0-0).

B. **CAPITAL PROJECT APPROPRIATION – FIRE APPARATUS**

Request for Capital Project C63005 appropriation under emergency conditions due to unforeseen failure of Engine 6.

Action Requested: Approval of Capital Project C63005
Amount: \$100,000
Fund/Budget: Bond (City)
Submitted by: Mayor David Martin
Attending: Assistant Fire Chief Miguel Robles

Motion to approve Items A, B and C under suspension of the rules made by Mr. Freedman, second by Mr. Cerasoli passed unanimously (6-0-0).

C. **RESOLUTION TO AMEND THE CAPITAL BUDGET BY ADDING AN APPROPRIATION OF \$100,000 FOR FIRE APPARATUS AND AUTHORIZING \$100,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION**

Action Requested: Issuance of resolution
Amount: \$100,000
Fund/Budget: Bond (City)
Submitted by: Anthony Romano
Attending: Mr. Robles

Motion to approve Items A, B and C under suspension of the rules made by Mr. Freedman, second by Mr. Cerasoli passed unanimously (6-0-0).

30. **SECOND QUARTER FINANCIAL PROJECTIONS: FY 19-20 (REVIEW)**

A review on the second quarter financial projections for fiscal year 19-20 that was presented at the February 13 meeting will be given by Director of OPM Jay Fountain.

This item was presented by Mr. Fountain.

31. ADJOURNMENT

On a motion by Ms. Rinaldi, second by Mr. Freedman the meeting was adjourned at 9:09 p.m.

The next Regular meeting of the Board: Tuesday, April 7 at 7:00 p.m.

This meeting is on audio.

Cynthia R. Winterle

Cynthia R. Winterle

Clerk of the Board