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CHAIR

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VICE CHAIR  
GEOFF ALSWANGER  
FRANK CERASOLI  
DAVID MANNIS  
KIERAN M. RYAN

TEL: (203) 977-4699  
FAX: (203) 977-5030

## BOARD OF FINANCE

STAMFORD GOVERNMENT CENTER  
888 WASHINGTON BOULEVARD  
P.O. BOX 10152  
STAMFORD, CONNECTICUT 06904-2152

## BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, March 11, 2021 – 7:00 p.m.

### ACTION REPORT

CALL TO ORDER: Chair Richard Freedman called the meeting to order at 7:02 p.m.

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

OTHERS PRESENT: MAYOR DAVID MARTIN; SANDRA DENNIES; JAY FOUNTAIN; TREVOR ROACH; KAREN CAMMAROTA; LYDA RUIJTER; LUCY CORELLI; RON MALLOY; KATHRYN EMMETT; RYAN FEALEY; MICHAEL PENSIERO; KAREN VITALE; LOU CASOLO; THOMAS MADDEN; CHRIS DELLASELVA; BURT ROSENBERG; MARK MCGRATH; DAN COLLELUORI; MIGUEL ROBLES; SCOTT DUCKWORTH; SHIPMAN & GOODWIN ATTORNEY GABRIEL JIRAN; DAVID KOORIS, STAMFORD DOWNTOWN; AND ISG REPRESENTATIVES CHUCK WILLIAMS, TODD LAVIERI, NATHAN FREY, AND THOMAS ORTIZ.

PUBLIC PARTICIPATION: There was none.

### REPORTS TO THE BOARD:

A. Contingency Update – FY 21-22

1. MINUTES: (Video: 00:02:59)

Request for approval of minutes of the following meeting:

Regular Monthly Meeting – February 11, 2021

**Submitted by:** Clerk, Board of Finance

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

2. REQUEST FOR ADDITIONAL APPROPRIATION – ASSISTANCE TO FIREFIGHTERS GRANT

(Video: 00:03:26)

Request for approval of an additional appropriation funding four (4) portable Total Asset Decontamination Systems and 100 cases of protective examination gloves to be utilized by firefighters. Grant funds will cover \$52,276.34, with a local share of \$5,227.64. (See related Item 3 below.)

**Action Requested:** Approval of additional appropriation  
**Amount:** \$57,504 – 90% grant funded  
**Fund/Budget:** \$52,276.34 grant, \$5,227.64 local share  
**Submitted by:** Trevor Roach, Fire Chief  
**Attending:** Assistant Chief Miguel Robles; Karen Cammarota, Grants Manager

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

3. REQUEST FOR TRANSFER – FIREFIGHTING ASSISTANCE GRANT (Video: 00:05:42)

Request for a transfer of funds for City portion (10%) for Firefighting Assistance Grant. (See related Item 2 above.)

**Action Requested:** Approval of transfer  
**Amount:** \$5,228  
**Fund/Budget:** From: 01435216903 Suppression/Medical Supplies  
To: 01480809024 Grant Fund  
**Submitted by:** Trevor Roach  
**Attending:** Assistant Chief Robles; Ms. Cammarota

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

4. REQUEST FOR ADDITIONAL APPROPRIATION – SPECIAL ELECTION – TOWN AND CITY CLERK

(Video: 00:06:18)

Request for approval of an additional appropriation to cover the cost to fill State Representative Seat 145 in April, if needed. (See related Item 5 below.)

**Action Requested:** Approval of additional appropriation  
**Amount:** \$7,700  
**Fund/Budget:** Contingency  
**Submitted by:** Lyda Ruijter, City/Town Clerk  
**Attending:** Ms. Ruijter

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

5. REQUEST FOR ADDITIONAL APPROPRIATION – SPECIAL ELECTION – REGISTRAR OF VOTERS

(Video: 00:07:20)

Request for approval of an additional appropriation to cover the cost to fill State Representative Seat 145 in April, if needed. (See related Item 4 above.)

**Action Requested:** Approval of additional appropriation  
**Amount:** \$30,000  
**Fund/Budget:** Contingency  
**Submitted by:** Lucy Corelli; Ron Malloy Registrars  
**Attending:** Ms. Corelli and Mr. Malloy

Motion to approve by Mr. Freedman, seconded by Mr. Mannis passed unanimously (6-0-0).

6. DISCUSSION ON BUDGET MATTERS WITH MAYOR DAVID MARTIN (Video: 00:10:23)

At the request of Mayor David Martin, Chair Freedman called for a motion to go into Executive Session to discuss legal issues and contract negotiations.

**EXECUTIVE SESSION**

On a motion by Mr. Ryan, seconded by Mr. Alswanger, the Board entered Executive session at approximately 7:12 p.m. with the following people present:

CHAIR RICHARD FREEDMAN, VICE CHAIR MARY LOU RINALDI; MEMBERS GEOFF ALSWANGER, FRANK CERASOLI, DAVID MANNIS, KIERAN RYAN, MAYOR DAVID MARTIN, AL CAVA, KATHRYN EMMETT, ESQ., GABRIEL JIRAN, ESQ. SHIPMAN & GOODWIN, LLP.

**OPEN SESSION**

The Board resumed in open session at approximately 7:45 p.m. Chair Freedman announced that no actions were taken and no votes were taken in Executive Session.

7. UPDATE ON REPAYMENTS TO CITY AS A RESULT OF LAWSUITS

Kathryn Emmett, Esq., Director of Legal Affairs, provided an update on repayments of monies owed as the result of two lawsuits.

8. APPROVAL OF ADDITIONAL APPROPRIATION

This request is for approval of an additional appropriation for the purposes listed below. The revenue will be recognized from Conveyance Tax for which more has been received than budgeted.

- a. Sick Time – Obligation under newest Attorney's contract – Option to request payout of ten (10) sick days per year, all attorneys exercised this option in July 2020.
- b. Professional Consultant – Funds are needed to cover outside counsel and other professional consultants' expenses. Due to conflicts of interest or need of special expertise, a number of matters had to be referred to outside counsel to protect and pursue the City's interest.

*Continued...*

**Action Requested:** Approval of additional appropriation  
**Amount:** \$515,239  
(\$40,239 Sick Time)  
(\$475,000 Professional Consultant)  
**Fund/Budget:** Revenues  
**Submitted by:** Mayor David Martin  
**Attending:** Ms. Emmett

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

9. BUDGET UPDATE – BOARD OF EDUCATION (Video: 00:16:20)

Ryan Fealey, Director of Finance, presented an update on the status of the BOE budget. Superintendent of Schools Tamu Lucero also added to this discussion.

10. APPROVAL OF CAPITAL PROJECT C5B609 APPROPRIATION – DISTRICT-WIDE TECHNOLOGY EQUIPMENT – BOARD OF EDUCATION (Video: 00:18:19)

This request is for approval of a Capital Project C5B609 appropriation to upgrade computer equipment in school classrooms and expand technology resources for computer labs, science programs and unified arts curriculum.

**Action Requested:** Approval of Capital Project C5B609 appropriation  
**Amount:** \$1,060,291  
**Fund/Budget:** City Bond  
**Submitted by:** Sandy Dennies  
**Attending:** Ms. Dennies; Michael Pensiero, Information Services Director

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

11. REMOVED

12. PRESENTATION ON THE STATUS OF THE ERP PROJECT (Video: 00:12:42 )

Sandy Dennies, Director of Administration, introduced Project Manager ISG representatives Chuck Williams, Todd Lavieri, Nathan Frey and Thomas Ortiz who presented an update on the Enterprise Resource Planning System project.

13. APPROVAL OF AMENDMENT TO CONTRACT – RFP #820 – INVESTMENT ADVISORY SERVICES – MORGAN STANLEY (Video: 00:57:06)

This request is for approval of an amendment to the City's contract with Morgan Stanley for the City's investment advisory services. (RFP #820)

The City originally entered into a Client Agreement with Morgan Stanley for these services in August of 2014. It later executed an Addendum to that Agreement in April of 2018 when Morgan Stanley was selected to continue these services via City RFP 725. This Amendment revises the Scope of Services, Compensation and Term of the Agreement. The Scope of Services shall be as set forth in the City's RFP 820 and Morgan Stanley's Proposal thereto. The estimated annual fee for these services is \$129,500, based on a \$140,000,000 portfolio. The Term will be extended through April 16, 2022, with another possible two years after that by mutual agreement of the parties.

**Action Requested:** Approval of an amendment to contract  
**Amount:** \$129,500 annually  
**Fund/Budget:**  
**Submitted by:** Mayor David Martin  
**Attending:** Sandra Dennies; Karen Vitale, Assistant Controller

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

14. APPROVAL OF CONTRACT – RFP #822 – HAZARDOUS MATERIAL MONITORING AND INSPECTION FOR OLD POLICE STATION DEMOLITION (Video: 01:00:19)

This request is for approval of a contract for Hazardous Material Monitoring and Inspection for the Old Police Station demolition. (RFP 822)

**Action Requested:** Approval of contract  
**Amount:** \$159,430 (not to exceed)  
**Fund/Balance:**  
**Submitted by:** Mayor David Martin  
**Attending:** Lou Casolo, City Engineer

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

15. APPROVAL OF CONTRACT – RFP825 – FEDERAL LOBBYING SERVICES - SUSTAINABLE STRATEGIES DC LLC (Video: 01:09:54)

This request is for approval of a contract for federal lobbying services for the City for a period of one calendar year, plus two (2) one-year option years in 2022 and 2023.

**Action Requested:** Approval of contract  
**Amount:** Year 1: \$10,050 per month (retainer \$10,000, Communic. fee \$50)  
Year 2 (1<sup>st</sup> yr option): \$10,550 per month (ret. \$10,500, Communic. \$50)  
Year 3 (2<sup>nd</sup> yr option): \$11,050 per month (ret. \$11,000, Communic. \$50)  
**Fund/Budget:**  
**Submitted by:** Mayor David Martin  
**Attending:** Thomas Madden, Director, Economic Development; Chris Dellaselva, Assistant Corporation Counsel

Motion to approve made by Ms. Rinaldi, seconded by Mr. Alswanger passed with a 5-1-0 vote with Mr. Ryan opposed.

16. APPROVAL OF TRANSFER OF OLD TOWN HALL FROM OLD TOWN HALL REDEVELOPMENT AUTHORITY TO CITY OF STAMFORD (Video: 01:16:13)

This request is for approval of the transfer of the Old Town Hall from Old Town Hall Redevelopment Authority to City of Stamford. This transfer will be considered by the Planning Board at its meeting being held on March 9, 2021. (See related resolution shown in Item 17 below.)

**Action Requested:** Approval of transfer  
**Amount:** As outlined in the following resolution  
**Fund/Budget:**  
**Submitted by:** Thomas Madden, Director of Economic Development  
**Attending:** Mr. Madden; Burt Rosenberg, Assistant Corporation Counsel

Motion to *HOLD* this item and Item 17 made by Mr. Mannis, seconded by Ms. Rinaldi passed unanimously (6-0-0).

17. RESOLUTION APPROVING THE ACCEPTANCE OF TITLE TO THE OLD TOWN HALL PROPERTY AT 175 ATLANTIC STREET BY THE CITY OF STAMFORD AND APPROVING ASSIGNMENTS OF RELATED NOTES AND MORTGAGES IN SATISFACTION OF DEBT OF CERTAIN NOTES AND RELEASE OF MORTGAGES ON THAT SAME PROPERTY PURSUANT TO THE OLD TOWN HALL FINANCING PLAN APPROVED BY THE CITY OF STAMFORD BOARD OF REPRESENTATIVES

(Video: 01:16:13)

This request is for a resolution authorizing the City to accept title to the Old Town Hall Property by the City of Stamford in accordance with the resolution shown in Exhibit 17.

**Action Requested:** Approval of resolution  
**Amount:** As outlined in Exhibit 13  
**Fund/Budget:**  
**Submitted by:** Thomas Madden  
**Attending:** Messrs. Madden and Rosenberg

Motion to *HOLD* this item and related Item 16 made by Mr. Mannis, seconded by Ms. Rinaldi passed unanimously (6-0-0).

18. REQUEST FOR ADDITIONAL APPROPRIATION – TO COVER INCREASE IN MSW (Video: 01:37:37)

Request for approval of an additional appropriation due to a 13% increase in MSW hauled away in this fiscal year, probably as a result of COVID and many residents staying home. A budget shortfall of \$400,000 is anticipated.

**Action Requested:** Approval of additional appropriation  
**Amount:** \$400,000  
**Fund/Budget:** Contingency  
**Submitted by:** Mark McGrath, Director of Operations  
**Attending:** Mr. McGrath; Dan Colleluori, Supervisor of Waste Management

Motion to approve this item made by Mr. Alswanger, seconded by Mr. Cerasoli passed unanimously (6-0-0).

19. APPROVAL OF BID WAIVER #1271 – KNOX SYSTEM UPGRADE – STAMFORD FIRE DEPARTMENT

(Video: 01:39:52)

Request for approval of Bid Waiver #1271 under Purchasing Ordinance Section 23-18.3B(1)(a) *reasonable qualified or unique source*, for the second part of the Stamford Fire Department Knox system upgrade. The first part was the keys carried on all fire apparatus have been upgraded from a mechanical key to an electronic key. The new electronic key is more secure and provides tracking by who and when the Knox boxes are accessed. Also, the electronic key can be disabled if lost; currently that is not possible.

**Action Requested:** Approval of bid waiver  
**Amount:** \$164,741  
**Fund/Budget:** Short term Capital  
**Submitted by:** Assistant Fire Chief Miguel Robles  
**Attending:** Chief Robles

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

20. APPROVAL OF BID WAIVER #1276 – ADVANCED ELECTRONIC DESIGN, INC. (Video: 01:46:33)

Request by the Police Department/Vehicle Maintenance for approval of Bid Waiver #1276 under Purchasing Ordinance Section 23-18.3B(1)(d) *formal procurement would cost more/be inefficient/disruptive* to purchase the computer, printer, driver license scanner and related installation equipment to be installed in 22 new patrol cars currently on order. The Police Department has purchased this equipment from Advanced Electronic Design for the past ten years and this equipment is currently installed in over 80 patrol cars department-wide. Unlike past systems used prior switching to AED, this system has been found to be very robust and reliable with very few issues. The officers, mechanics and IT staff are all trained and familiar with this equipment. To switch equipment vendors resulting in multiple interfaces within different patrol cars would be inefficient, disruptive and potentially dangerous.

**Action Requested:** Approval of bid waiver  
**Amount:** \$156,226.72  
**Fund/Budget:**  
**Submitted by:** Assistant Police Chief Thomas Wuennemann  
**Attending:** Police Captain Scott Duckworth

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

21. APPROPRIATION OF A PORTION OF PRIOR YEAR GENERAL FUND BALANCE FY 19/20

(Video: 01:51:18)

This is a request to appropriate funds as outlined below. The General Fund of the City of Stamford ended FY2019-20 with an Excess of Revenues and Other Sources over Expenditures and Other Uses, some of which has been appropriated to Capital Non-Recurring for BOE projects. After reducing for the appropriated amount and left in unassigned fund balance, there are funds available from FY 2020 operations for appropriation funds.

**Action Requested:** Approval of a portion of prior year general fund balance  
**Amount:** \$10,383,172  
(\$500,000 Rainy Day Purposes)  
(\$500,000 Risk Management Fund)  
(\$3,383,172 Board of Education Capital Non-Recurring)  
(\$6,000,000 City of Stamford Capital Non-Recurring)  
**Fund/Budget:** Various  
**Submitted by:** Mayor David Martin  
**Attending:** Jay Fountain, Director of OPM

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

Chair Freedman brought up some conflicts with the 2021-2022 budget presentation schedule and discussed alternative dates with the members. Following a short discussion, the following changes were made:

Thursday, March 18 meeting was moved to Wednesday, March 17  
Monday April 5 meeting was moved to Wednesday April 7

22. ADJOURNMENT (Video: 01:58:43)

A motion to adjourn was made by Ms. Rinaldi, seconded by Mr. Alswanger. The meeting adjourned at 9:50 p.m.

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

***This meeting is on video.***

***Cynthia R. Winterle***

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