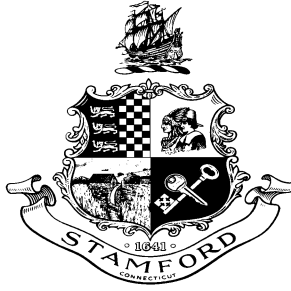


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## BOARD OF FINANCE

STAMFORD GOVERNMENT CENTER  
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STAMFORD, CONNECTICUT 06904-2152

### BOARD OF FINANCE REGULAR MONTHLY MEETING

Wednesday, November 10, 2021

Time: 7:00 p.m.

### MINUTES

CALL TO ORDER: Vice Chair Mary Lou Rinaldi called the meeting to order at 7:05 p.m. *(Video 00:00:30)*

MEMBERS PRESENT: Mary Lou Rinaldi, Geoff Alswanger, David Mannis, Kieran Ryan and Frank Cerasoli. Richard Freedman joined the meeting in progress.

OTHERS PRESENT: Dennis Mahoney, J.R. McMullen, Ryan Fealey, Jay Fountain, Sandy Dennies, Joanne Noone, David Yanik, Kathryn Emmett, Chris Soules, Cindy Grafstein, Anita Carpenter, Ted Jankowski, Jody Bishop-Pullan, Scott Duckworth, Jackie Heftman, Lou Casolo, Andy George, Tom Mooney and Nikoleta McTigue and Santo Carta –external auditors.

PUBLIC PARTICIPATION: There was none.

### REPORTS TO THE BOARD:

#### 1. MINUTES

Request for approval of minutes of the following meeting: *(Video 00:00:51)*

Special Joint Meeting with Planning Board – October 12, 2021

Regular Monthly Meeting – October 14, 2021

Special Meeting – October 20, 2021

Special Meeting – October 25, 2021

Submitted by: Tracy Donoghue, Clerk, Board of Finance

Motion to approve by David Mannis, seconded by Frank Cerasoli. Vote passed unanimously, 5-0-0.

2. POSSIBLE DISCUSSION – MAYOR DAVID MARTIN (Video 00:02:05)

The Mayor was not present.

3. BUDGET UPDATE – BOARD OF EDUCATION (Video 00:02:13)

Ryan Fealey, Director of Finance, Board of Education, provided a brief update on the BOE budget.

4. REVIEW OF FY2021 DRAFT ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR, formerly CAFR) (Video 00:04:51)

Review of the FY2021 draft ACFR prepared by external auditors, Clifton Larson Allen, LLP. Members of the CLA firm will be present to answer any questions.

Action Requested:	Review
Submitted by:	Board of Finance
Attending:	David Yanik, Controller Nikoleta McTigue and Santo Carta, Auditors, CLA

Nikoleta McTigue and David Yanik presented this item to the Board for review and discussion.

5. APPROVAL OF CONTRACT – BETWEEN THE CITY OF STAMFORD AND HART HALSEY LLC d/b/a EXTRA DUTY SOLUTIONS (Video 00:18:13)

Requesting approval of an agreement (City's RFP #831) for Administrative Services for the Police Department Extra Duty Employment

<b>Action Requested:</b>	Approval of Agreement
<b>Amount:</b>	\$215,000 (Annual Rate)
<b>Fund:</b>	Operating
<b>Submitted by:</b>	Sandy Dennies, Director of Administration
<b>Attending:</b>	Sandy Dennies, Scott Duckworth

Motion to approve by Geoff Alswanger, seconded by David Mannis. Vote passed unanimously, 5-0-0.

6. RESUBMISSION FOR APPROVAL OF LEASE AGREEMENT – 83 LOCKWOOD AVENUE, STAMFORD – DOMUS KIDS, INC. (Video 00:23:20)

This request is for approval of a lease agreement between the City of Stamford and Domus, Inc. with an initial term of three (3) years commencing retroactively on July 1, 2019, and terminating June 30, 2022. The term will automatically renew for one year every year thereafter unless terminated by either party.

<b>Action Requested:</b>	Approval of lease agreement
<b>Amount:</b>	\$55,008 per year in monthly installments of \$4,584
<b>Submitted by:</b>	David Martin, Mayor
<b>Attending:</b>	Cindy Grafstein, Special Assistant to the Mayor

Motion to approve by Geoff Alswanger, seconded by David Mannis. Vote passed 4-1-0. Mary Lou Rinaldi voted against.

7. REQUEST FOR ADDITIONAL APPROPRIATION – LAW WAGE RETRO PAYOUT

(Video 00:29:10)

Request to appropriate to fund the LAW Retro wage increase obligation for FY20/21 per a recent contract settlement.

<b>Action Requested:</b>	Approval of appropriation
<b>Amount:</b>	\$22,170
<b>Fund/Budget:</b>	Fund Balance
<b>Submitted by:</b>	David Martin, Mayor
<b>Attending:</b>	Sandy Dennies, Director of Administration Jay Fountain, Director, OPM

Motion to approve by Frank Cerasoli, seconded by David Mannis. Vote passed unanimously, 5-0-0.

8. REQUEST FOR ADDITIONAL APPROPRIATION – LAW WAGE INCREASE FY20/21 AND FY 21/22

(Video 00:30:42)

Request to appropriate funds per the increased obligations for FY20/21 and FY21/22 per a recent contract settlement.

<b>Action Requested:</b>	Approval of appropriation
<b>Amount:</b>	\$52,348
<b>Fund/Budget:</b>	Contingency
<b>Submitted by:</b>	David Martin, Mayor
<b>Attending:</b>	Sandy Dennies, Director of Administration Jay Fountain, Director, OPM

Motion to approve by Frank Cerasoli, seconded by Mary Lou Rinaldi. Vote passed unanimously, 5-0-0.

9. REQUEST FOR APPROPRIATION – LEGAL FEES (Video 00:31:16)

There have been unanticipated expenses incurred after the FY21/22 budget was adopted and there are continuing significant expenses for existing matter.

<b>Action Requested:</b>	Approval of appropriation
<b>Amount:</b>	\$350,000
<b>Fund/Budget:</b>	Contingency
<b>Submitted by:</b>	David Martin, Mayor
<b>Attending:</b>	Sandy Dennies, Director of Administration Jay Fountain, Director, OPM

Motion to approve by Kieran Ryan, seconded by Frank Cerasoli. Vote passed, 5-0-0.

10. REQUEST FOR ADDITIONAL APPROPRIATION – COMMUNITY POLICING DEVELOPMENT - FY21/22 – GRANT FUNDED (Video 00:41:19)

Funds will be utilized to assist the Stamford Police Department's Accreditation status mandated by "An Act Concerning Police Accountability Bill" that was passed into law by the Connecticut General Assembly. Funds will be utilized for police, overtime and contracting with a license document management software provider to store department policies and disseminate them to the entire department. No additional city funds are required.

**Action Requested:** Approval of additional appropriation  
**Amount:** \$74,873.  
**Fund:** 100% Grant Funded  
**Submitted by:** Sandy Dennies, Director of Administration  
**Attending:** Sandy Dennies, Jay Fountain, Anita Carpenter

Motion to approve by Geoff Alswanger, seconded by David Mannis. Vote passed unanimously, 5-0-0.

11. REQUEST FOR ADDITIONAL APPROPRIATION- POLICE ACTIVITIES LEAGUE (PAL) (Video 00:45:42)

Funds will be utilized to implement a pilot Police Activities League (PAL) Program at Chester Addison Center geared towards high risk youth. The goal of the program is to reduce violent behavior among youth while simultaneously building positive relationships with the police officers. Funds will be utilized to hire a civilian employee to manage the program, purchase supplies and overtime for police officers. No city funding is required.

**Action Requested:** Approval of additional appropriation  
**Amount:** \$124,994  
**Fund/Budget:** 100% Grant Funded  
**Submitted by:** Sandy Dennies, Director of Administration  
**Attending:** Sandy Dennies, Jay Fountain, Anita Carpenter

Motion to approve by Geoff Alswanger. There was no second to the motion; motion failed. No vote was taken.

12. REQUEST FOR ADDITIONAL APPROPRIATION – JUSTICE ASSISTANCE (Video 00:51:46)

Grant funds will be utilized to contract with a qualified vendor to provide Crisis Intervention Training (CIT) to new police hires and to civilian Public Safety Dispatchers and police headquarters front desk personnel. Funds will also be utilized to cover partial overtime costs for police officers to conduct Roll Call Training and Medical Bag Training. No additional city funds are required.

**Action Requested:** Approval of additional appropriation  
**Amount:** \$39,747  
**Fund/Budget:** 100% Grant Funded  
**Submitted by:** David Martin, Mayor  
**Attending:** Sandy Dennies, Director of Administration  
Jay Fountain, Director, OPM  
Timothy Shaw, Chief of Police

Motion to approve by Kieran Ryan, seconded by David Mannis. Vote passed unanimously, 5-0-0.

13. REQUEST FOR ADDITIONAL APPROPRIATION – DISTRACTED DRIVING GRANT

(Video 00:56:02)

This grant will decrease fatalities and injuries as a result of crashes caused by driver distraction, especially those caused by hand held mobile phone use. Enforcement will be increased on an overtime basis. No additional city funds are required.

<b>Action Requested:</b>	Approval of additional appropriation
<b>Amount:</b>	\$57,827
<b>Fund/Budget:</b>	100% Grant Funded
<b>Submitted by:</b>	David Martin, Mayor
<b>Attending:</b>	Sandy Dennies, Director of Administration Jay Fountain, Director, OPM Timothy Shaw, Chief of Police

Motion to approve by Frank Cerasoli, seconded by Geoff Alswanger. Vote passed unanimously, 5-0-0.

**\*\*\*Richard Freedman joined the meeting.**

14. REQUEST FOR A RESOLUTION AMENDING THE CAPITAL BUDGET FOR FY 21/22 BY ADDING AN APPROPRIATION OF \$150,000 FOR (C56139), THE PLAYGROUND REHABILITATION PROJECT, AND AUTHORIZING \$150,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION. (Video 00:58:07)

<b>Action Requested:</b>	Issuance of resolution
<b>Amount:</b>	\$150,000
<b>Fund/Budget:</b>	Bond (City)
<b>Submitted by:</b>	David Martin, Mayor
<b>Attending:</b>	Sandy Dennies, Director of Administration Jay Fountain, Director, OPM

Items #14 through #16 presented by Louis Casolo, City Engineer.

Motion to hold item by Richard Freedman, seconded by Geoff Alswanger. Vote to hold item passed unanimously, 6-0-0.

**\*\*\*Chairman Freedman recognized BOF Members, Frank Cerasoli and Kieran Ryan, as this was their last meeting as members of the Board of Finance. Chairman Freedman thanked both members for long and distinguished service careers.**

15. REQUEST FOR CAPITAL CLOSEOUT – (CP8700) – LIONE PARK CAPITAL UPGRADE

(Video continues from item #14)

Pursuant to Stamford City Coda Section 8 – 2, a partial closeout is recommended.

<b>Action Requested:</b>	Capital Project Closeout
<b>Amount:</b>	\$361,028.49
<b>Fund:</b>	(CP8700) Lione Park Capital Upgrade
<b>Submitted by:</b>	David Martin, Mayor
<b>Attending:</b>	Anthony Romano

Motion to hold item by Richard Freedman, seconded by David Mannis. Vote to hold item passed unanimously 6-0-0.

**16. REQUEST FOR CAPITAL PROJECT (C56139) APPROPRIATION – PLAYGROUND REHABILITATION**

*(Video continues from item #14)*

Two bids for S-6843/Courtland Playground Construction were submitted on October 4, 2021. The low bid is \$606,000. This playground is in poor condition, and serves a large, underserved community. Parks has \$385,000 in the C56139 – Playground Rehabilitation, an account available for upgrades and repairs to all 20 playgrounds. To award this contract we will need to substantially drain this and the other applicable Parks accounts. We seek \$150,000 from the partial close out of (CP8700 –Lione Park Capital Upgrade) to keep from zeroing some of the balances.

<b>Action Requested:</b>	Approval of appropriation
<b>Amount:</b>	<del>\$350,000</del> <b>\$150,000 (revised correct amount)</b>
<b>Fund/Budget:</b>	Bond (City)
<b>Submitted by:</b>	David Martin, Mayor
<b>Attending:</b>	Sandy Dennies, Director of Administration Jay Fountain, Director, OPM

Motion to hold item by Kieran Ryan, seconded by Geoff Alswanger. Vote to hold item passed unanimously, 6-0-0.

Items #14 through #16 held as more detailed information is needed.

**17. TRANSFER REQUEST – YEAR END FY20/21 BOF TRANSFERS – VACCINE EQUITY PARTNERSHIP/SEASONAL** *(Video 01:24:06)*

<b>Action Requested:</b>	Transfer of Funds
<b>Amount:</b>	\$46,505 (\$36,505 to Vaccine Equity Partnership/Non cap. Equipment) (\$10,000 to Vaccine Equity Partnership/Educ. & Training)
<b>Fund:</b>	Vaccine Equity Partnership/Seasonal
<b>Submitted by:</b>	Jody Bishop-Pullan, Acting Department Director
<b>Attending:</b>	Jay Fountain, Director, OPM

Motion to approve by Geoff Alswanger, seconded by Mary Lou Rinaldi. Vote passed unanimously, 6-0-0.

**18. FIRST QUARTER FINANCIAL PROJECTIONS: FY 21/22** *(Video 01:26:52)*

Jay Fountain, Director of OPM, will review the FY 21/22 first-quarter financial results and projections.

<b>Action Requested:</b>	Update
<b>Fund/Budget:</b>	FY 21/22
<b>Submitted by:</b>	Jay Fountain, Director, OPM
<b>Attending:</b>	Jay Fountain

Jay Fountain presented item to the Board for review and discussion.

19. REQUEST FOR ADVISORY OPINION ON STAMFORD EDUCATION ASSOCIATION (SEA)  
TENTATIVE AGREEMENT (Video 01:31:47)

<b>Action Requested:</b>	Advisory Opinion
<b>Submitted by:</b>	Christopher Soules, Esq., Interim Executive Director of Human Resources, Stamford Public Schools
<b>Attending:</b>	Christopher Soules

Motion to issue a Favorable Advisory Opinion by Mary Lou Rinaldi, seconded by Geoff Alswanger. Vote passed unanimously, 6-0-0. The Chair will issue a positive advisory opinion on behalf of the Board.

20. ADJOURNMENT (Video 01:47:50)

Motion to adjourn by Mary Lou Rinaldi, seconded by David Mannis. Passed unanimously, 6-0-0. Meeting was adjourned at 8:53 p.m.

**Tracy Donoghue**

***Tracy Donoghue***  
***Clerk of the Board***