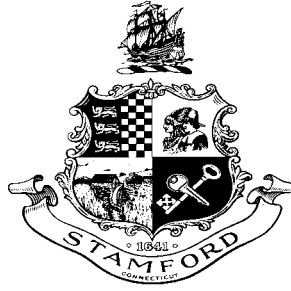


**MAYOR
CAROLINE SIMMONS**



**RICHARD FREEDMAN
CHAIR
MARY LOU T. RINALDI
VICE CHAIR
GEOFF ALSWANGER
LAURA BURWICK
DENNIS MAHONEY
J.R. MCMULLEN**

**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, October 13, 2022
Time: 7:00 p.m.
Via Zoom**

Please join the Board of Finance Meeting from your computer, tablet or smartphone.
<https://us02web.zoom.us/j/87970446260>
or by telephone at 1-646-558-8656 – Meeting ID: 879 7044 6260

AGENDA

CALL TO ORDER:

MEMBERS PRESENT

OTHERS PRESENT:

PUBLIC PARTICIPATION:

1. **MINUTES**

Request for approval of minutes of the following meetings:

09062022 Special Meeting
09082022 Regular Monthly Meeting

Submitted by: Clerk, Board of Finance

2. POSSIBLE DISCUSSION – MAYOR CAROLINE SIMMONS

Mayor Caroline Simmons may address the Board of Finance on pending issues.

3. BUDGET UPDATE – BOARD OF EDUCATION

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

4. ACFR UPDATE AND DISCUSSION

David Yanik, City Controller; Bill Napoletano, Tax Director and Anita Carpenter, Grants Officer, may provide a brief update on progress on the ACFR.

5. MILL RIVER PARK TIF REVENUES AND LONG-TERM CAPITAL NEEDS

Nette Compton, President and CEO, Mill River Collaborative, will provide information on TIF revenues and long-term capital needs.

6. APPROVAL OF THE SALE OF 384 ELM STREET (TRIENNIAL LIST PROPERTY)

Action Requested:	Approval of sale of 384 Elm Street
Amount:	\$1,275,000
Submitted by:	Mayor Caroline Simmons
Attending:	Sandy Dennies, Director of Administration

7. APPROVAL OF THE SALE OF 402 ELM STREET (TRIENNIAL LIST PROPERTY)

Action Requested:	Approval of sale of 402 Elm Street
Amount:	\$151,000
Submitted by:	Mayor Caroline Simmons
Attending:	Sandy Dennies, Director of Administration

8. 1ST AMENDMENT TO THE CITY’S CONTRACT WITH BBS ARCHITECTS & ENGINEERS, PC TO ADD THE DESIGN OF THE TOILET ROOM RECONSTRUCTION AT SPRINGDALE ELEMENTARY SCHOOL (RFP No. 807).

The original construction cost estimates for the window and floor replacement project ranged from \$750,000 (City) to \$1,183,000 (BBS). The corresponding estimated BBS fee range was, therefore, \$65,625 to \$99,167. The current construction budget, including the new toilet room reconstruction, is now \$2,740,000. The corresponding estimated BBS fee is now, therefore, estimated at \$202,760 (7.4%).

Action Requested:	Approval of 1 st Amendment to Contract
Amount:	over \$100,000
Submitted by:	Mayor Caroline Simmons
Attending:	Kevin McCarthy, Director of Facilities Operations Cindy Grafstein, Mike Smith; BOE

9. TRANSFER REQUEST – YEAR END FY21/22 BOF TRANSFERS – REVENUE SERVICES
FY22 Year End Transfer. Per 9/06/2022 BOF Meeting, this transfer was processed prior to authorization due to timing.

Action Requested: Approval of transfer request
Amount: \$36,084
Submitted by: OPM
Attending: Lee Berta, Assistant Director, OPM

10. TRANSFER REQUEST – YEAR END FY22/23 BOF TRANSFER – LEISURE SERVICES
ADMINISTRATION

This is a request to transfer \$111,000 from Engineering salaries to fund the cost of a Director of Parks and Recreation. This position was redesigned following the retirement of the Recreation Services Supervisor to oversee the merger of the Parks & Recreation departments, following the approval of the Personnel Commission. As a result, the newly created Director of Parks & Recreation Services Supervisor position, and now supervises the Parks & Recreation department. The estimated start for this position is 10/17/2022.

Action Requested: Approval of transfer requests
Amount: \$111,000
Submitted by: Matt Quinones, Director of Operations
Attending: Matt Quinones
Lee Berta, Assistant Director, OPM

11. CAPITAL PROJECT (C63005) APPROPRIATION REQUEST – FIRE APPARATUS

This is a request needed to adjust for the market increase in the cost of apparatus.

Action Requested: Approval of appropriation
Amount: \$150,000
Fund/Budget: Bond (City)
Submitted by: Public Safety, Stamford Fire Department
Attending: Mike Robles, Assistant Fire Chief

12. RESOLUTION TO AMEND FY 22/23 CAPITAL BUDGET BY ADDING AN APPROPRIATION OF \$150,000 FOR THE FIRE APPARATUS PROJECT AND AUTHORIZING \$150,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Approval of Resolution
Amount: \$150,000
Submitted by: OPM
Attending: Anthony Romano, Management Analyst, OPM

13. CAPITAL PROJECT (CP2351) APPROPRIATION REQUEST – EAST SIDE FIRE STATION

This a request needed as costs of remodeling the co-ed bathroom have exceeded estimates.

Action Requested: Approval of appropriation
Amount: \$100,000
Fund/Budget: Bond (City)
Submitted by: Public Safety, Stamford Fire Department
Attending: Mike Robles, Assistant Fire Chief

14. RESOLUTION TO AMEND FY 22/23 CAPITAL BUDGET BY ADDING AN APPROPRIATION OF \$100,000 FOR THE EAST SIDE FIRE STATION PROJECT AND AUTHORIZING \$100,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Approval of Resolution
Amount: \$100,000
Submitted by: OPM
Attending: Anthony Romano, Management Analyst, OPM

15. CAPITAL PROJECT (C16012) CLOSEOUT RECOMMENDATION

Pursuant to Stamford City Code Section 8-2, the partial closeout of the City Side Storm Drains is recommended.

Action Requested: Approval of appropriation
Amount: \$2,000,000
Fund/Budget: ARP
Submitted by: OPM
Attending: Anthony Romano, Management Analyst, OPM

16. CAPITAL PROJECT (C16012) APPROPRIATION REQUEST – CITY WIDE STORM DRAINS

This a request for reappropriation of ARP closeout funds for installation and replacement of storm drains, catch basins and curbs.

Action Requested: Approval of appropriation
Amount: \$2,000,000
Fund/Budget: Capital Non-Recurring
Submitted by: OPM
Attending: Anthony Romano, OPM
Thomas Turk, Operations Supervisor, Road Maintenance

17. CAPITAL PROJECT (CP2755) APPROPRIATION REQUEST – GREENWICH AVENUE AT PULASKI STREET ROUNDABOUT

This request increases the project amount in order to accept the additional funds from DOT, 100% of the \$1,111,781.67 is being funded by the State, 0% is City funding. (see original submission document for more background detail)

Action Requested:	Approval of appropriation
Amount:	\$1,111,781.67
Fund/Budget:	State Grant
Submitted by:	Frank Petise, Transportation Bureau Chief
Attending:	Frank Petise

18. CAPITAL PROJECT (CPBM14) ADDITIONAL APPROPRIATION REQUEST – JULIA STARK - MTF

This item is before the Board in order to receive and allocate an additional appropriation of a utility funded rebate associated with a roof top unit (RTU) replacement project at Stark Elementary School. This project will be reimbursed through a one-time rebate program offered by Eversource. This rebate is half of the qualified installed cost of \$330,000 for the installation of six (6), 142.5 ton high efficiency units (EER 15) with demand control ventilation (DCV) to supply heating, ventilation and air conditioning (HVAC) to several areas of the building.

Action Requested:	Approval of appropriation
Amount:	\$165,000
Fund/Budget:	Rebates
Submitted by:	Michael Smith, Director of Facilities
Attending:	Mike Smith

19. REQUEST FOR ADDITIONAL APPROPRIATION – FY 22/23 OPERATING BUDGET - HAZARDOUS TOXIC WASTE SPILL

This is an additional appropriation request to cover the cost associated with a State mandated emergency cleanup and disposal of a hazardous toxic waste spill at the Facilities Maintenance Division located at 185 Magee Avenue, Building 6 in Stamford.

Action Requested:	Approval of appropriation
Amount:	\$36,492
Fund/Budget:	Contingency
Submitted by:	Mayor Caroline Simmons
Attending:	Matt Quinones, Director of Operations

20. REQUEST FOR ADDITIONAL APPROPRIATION – FY 22/23 OPERATING BUDGET – BOE PROJECT ACCOUNTANT FOR SCHOOL CONSTRUCTION

An accountant position has been created by the Personnel Commission to focus solely on the funding of School Construction and supporting maximum reimbursement for the Board of Education’s Long-Term Facilities Plan. This position will advise the Board of Finance and the Director of Administration on the status of funding from Bonds and the School Capital Non-Recurring Accounts to ensure that adequate funds are made available to support the program. The requested amount below assumes an estimated start date of 12/1/22.

Action Requested: Approval of appropriation
Amount: \$77,510
Fund/Budget: Contingency
Submitted by: Mayor Caroline Simmons
Attending: David Yanik, Controller

21. REQUEST FOR ADDITIONAL APPROPRIATION – FY 22/23 OPERATING BUDGET – TO FUND CITY’S SHARE OF ADULT LEAGUES

This is to increase the contractual services line item under the Self-Sustaining Program (2535) for \$75,000 to fund the cost of the City’s portion of the adult leagues programs that take place throughout the year. The funds will allow Recreation Services to increase the number of programs and participants in each of the contracted programs listed on original submission document. (Peak Performance Sports Camps, \$25,000; Adult Pickleball Programs, \$25,000; Eagles Soccer, \$10,000; US Sports Network, \$5,000; US Sports Institute, \$5,000; and Skyhawks Camps, \$5,000.)

Action Requested: Approval of appropriation
Amount: \$75,000
Fund/Budget: Revenue
Submitted by: Mayor Caroline Simmons
Attending: Matt Quinones, Director of Operations

22. REQUEST FOR ADDITIONAL APPROPRIATION – ELECTION FUNDING- GRANT

The City of Stamford has received election funding from the CT SOT Office. The Town Clerk will use this funding for the following expenses to support election activities: Website – sub-site dedicated to Town Clerk, Contractor as liaison with Granicus for layout; Divider wall to protect security and privacy of election space; Four (4) wall units to add shelving and storage; Dupont shelving system library style; Three (3) laptops; Printer for election room; Automatic envelope opener; and Supplies. This is 100% Grant funded.

Action Required: Approval of appropriation
Amount: \$34,750.92
Fund/Budget: CT Secretary of State Grant
Submitted by: Lyda Ruijter, City and Town Clerk
Attending: Lyda Ruijter

23. REQUEST FOR ADDITIONAL APPROPRIATION – YOUTH SERVICES BUREAU – NATIONAL OPIOID SETTLEMENT

The City of Stamford has received funding from the National Opioid Settlement. Funds must be used for activities related to the prevention and reduction of opioid use. The City of Stamford Local Prevention Council, through the Youth Services Bureau, is in the process of applying for Drug Free Communities funding. The funding from the Opioid Settlement will be gap filling funding to support the hiring of a part-time temporary seasonal and purchase program supplies and materials to carry out prevention activities until the long-term grant funding is awarded in July 2023.

Action Required:	Approval of appropriation
Amount:	\$46,118
Fund/Budget:	National Opioid Settlement Funds
Submitted by:	Terry Drew, Director, Youth Services Bureau
Attending:	Terry Drew

24. REQUEST FOR ADDITIONAL APPROPRIATION – SOLID WASTE AD RECYCLING -NIPS ENVIRONMENTAL FEE

The City of Stamford has received NIPS Surcharge funding. The funds are intended for environmental measures to reduce solid waste generation in the municipality or the impact of letter from solid waste. This represents funds collected from October 1, 2021 through March 31, 2022. Funds are distributed semi-annually to the City from the wholesaler surcharge revenue. Funds are to be used for a contracted partnership with a local community organization for litter cleanups.

Action Required:	Approval of appropriation
Amount:	\$36,007
Fund/Budget:	NIPS Surcharge Funds
Submitted by:	Dan Colleluori, Supervisor of Solid Waste & Recycling
Attending:	Dan Colleluori

25. REQUEST FOR ADDITIONAL APPROPRIATION – PUBLIC HEALTH – PREVENTATIVE HEALTH AND HEALTH SERVICES BLOCK GRANT

The Stamford Department of Public Health receives annual funding through the Preventative Health and Health Services Block Grant to implement programming related to hypertension. Funds support: contractual services for blood pressure education, fitness, case management and nutrition. The funding will cover expenses related to outreach, awareness, staff development and participant assistance related to healthy food purchases. This request is an amendment to the current project to increase the funds and extend the project period to 9/30/2023. This program is 100% grant funded.

Action Required:	Approval of appropriation
Amount:	\$39,021
Fund/Budget:	100% Grant Funded
Submitted by:	Jody Bishop-Pullan, Director of Health
Attending:	Jody Bishop-Pullan

26. REQUEST FOR ADDITIONAL APPROPRIATION – HOMELAND SECURITY - GRANT

This Homeland Security funding is a sub award from the State for Region 1 with the City of Stamford serving as the fiduciary. Funds are 100% FEMA funded. The City of Stamford will receive \$50,000 to act as the fiduciary agent. *Total breakdown: \$395,556.15 Homeland Security/NonCapital Equip; \$54,400 Homeland Security/Education & Training; \$50,000 Fiduciary agent-Direct Services.*

Action Required:	Approval of appropriation
Amount:	\$480,956.15
Fund/Budget:	100% Grant Funded
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Anita Carpenter

Anyone requiring an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in this meeting should contact the ADA Coordinator as soon as possible:
Vikki Cooper, ADA Coordinator, City of Stamford Department of Social Services,
888 Washington Boulevard, Stamford, CT 06901 (203) 977-5726.

Tracy Donoghue
Tracy Donoghue
Clerk of the Board