

MINUTES OF THE SPECIAL MEETING
CITY OF STAMFORD, CONNECTICUT
URBAN REDEVELOPMENT COMMISSION
WEDNESDAY, JULY 9, 2014

1. At 6:05pm, Vice Chairman Peter Sciarretta, acting in place of the Chair, called the special meeting to order. The following were in attendance:

Commissioners:

Peter Sciarretta, Vice Chairman
Taylor R. Molgano
Mayra M. Rios

Staff:

Dr. Tommie Jackson, Executive Director
Rachel A. Goldberg, General Counsel
Durelle Alexander

Absent:

Christopher D. Meek, Chairman
Michaëlle Jean-Pierre, Secretary/Treasurer

Also Attending:

Attorney Lisa Feinberg,
Carmody, Torrance, Sandak & Hennessey

2. Southeast Quadrant

(a) **Re-Use Parcel 38/Status Report & Update** – Attorney Goldberg updated the Commission on the status of Parcel 38. Following consultation with URC Architectural Consultant Joe Schiffer and RB Stamford Architect Glenn Haydu, Executive Director Jackson approved changes in the proposed documents. Attorney Goldberg will notify the developer.

(b) **RMS Washington & Main/Status Report & Update** – Attorney Goldberg reported that the Land Use Bureau voted that the proposed plan amendment was consistent with the City of Stamford's Master Plan. A Public Hearing/Special URC meeting will be held on Monday, August 4, 2014 at 4:00pm.

(c) **Trinity (including Loan Agreement)** – At 6:16pm, Commissioner Rios made a motion to go into Executive Session to specifically discuss contract negotiations with Trinity. The motion was seconded by Commissioner Molgano and carried by unanimous vote. Executive Director Jackson and Attorney Goldberg participated in the discussion. No motions were made and no votes were taken. At 6:38pm, Commissioner Molgano made a motion to return to Open Session. The motion was seconded By Commissioner Rios and carried by unanimous vote.

3. Agency Administration

(a) **Operating Budget 2014/15** – Following discussion, Commissioner Molgano made a motion to approve the FY 2014-2015 budget as presented (copy attached as part of these official minutes). The motion was seconded by Commissioner Rios and carried by unanimous vote.

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Commissioner Molgano made a motion to address the remaining agenda items out of order. The motion was seconded by Commissioner Rios and carried by unanimous vote.

(c) **Review/Approval of Contract for Accounting Services** – Action on this agenda item was deferred until the August 4, 2014 meeting.

(d) **Preparation/Presentation of Commission Minutes** – Executive Director Jackson reported and Attorney Goldberg concurred that to comply with FOI requirements, minutes require only motions, votes, and a brief description of the topics discussed. Following discussion, Commissioner Molgano made a motion to modify the extensive detail currently included in URC minutes and comply with the above stated FOI requirements, provided that meetings were recorded on tape and available for review. The motion was seconded by Commissioner Rios and carried by unanimous vote.

(b) **Retention/Hiring of Outside Counsel** – At 7:12pm, Commissioner Rios made a motion to go into Executive Session to specifically discuss contract negotiations re: retention of outside counsel. The motion was seconded by Commissioner Molgano and carried by unanimous vote. Attorney Goldberg and Durelle Alexander left the meeting at this time. Executive Director Jackson participated in the discussion. No motions were made and no votes were taken. At 7:30pm, Commissioner Molgano made a motion to return to Open Session. The motion was seconded by Commissioner Rios and carried by unanimous vote.

Commissioner Molgano made a motion to retain Attorney Michel Bayonne as outside counsel in connection with the Notice of Claim/Intent from Attorney Nina Pirrotti on behalf of Attorney Rachel Goldberg. The motion was seconded by Commissioner Rios and carried by unanimous vote.

4. Adjournment

There will be a Public Hearing and Special Meeting on Monday, August 4, 2014 at 4:00pm. The regular August meeting is cancelled. The Annual Meeting and Regular Meeting will be held on Thursday, September 11, 2014 at 6:00pm.

There being no further business before the Board, Commissioner Molgano made a motion to adjourn. The motion was seconded by Commissioner Rios and carried by unanimous vote. The meeting was adjourned at 7:32pm.

Respectfully submitted,



Taylor R. Molgano
Acting Secretary

URBAN REDEVELOPMENT COMMISSION APPROVED BUDGET FOR FISCAL YEAR 2014/2015

Approved: July 9, 2014
7/9/2014

<u>PAYROLL SALARY/EARNED TIME</u>	<u>APPROVED 14/15 BUDGET</u>	<u>EXPENDITURES THRU 7/9/2014</u>	<u>BALANCE TO BUDGET</u>	<u>PROJECTED YEAR END BALANCE</u>
DIRECTOR	39,000			
TEMP. OFFICE HELP	0			
BOOKKEEPER	7,000			
ADMINISTRATIVE ASSISTANT	27,013			
GENERAL COUNSEL	92,901			
total net payroll	<u>165,914</u>			
FUNDED ACCRUALS *	0			
PAYROLL CONTINGENCY	0			
total accruals & contingency	0			
total gross payroll	<u>165,914</u>			
<u>NON-PAYROLL Expense/Benefits</u>				
SOCIAL SECURITY	12,692			
HEALTH INSURANCE	31,852			
PENSION	9,893			
WORKERS' COMPENSATION	3,000			
UNEMPLOYMENT COMPENSATION	3,800			
total benefits	<u>61,237</u>			
FUNDED ACCRUALS	0			
BENEFITS CONTINGENCY	0			
total accruals & contingency	0			
total gross benefits	<u>61,237</u>			

Approved Budget

	APPROVED 14/15 BUDGET	EXPENDITURES THRU 7/9/2014	BALANCE TO BUDGET	PROJECTED YEAR END BALANCE
<u>OVERHEAD-RECURRING</u>				
RENT	19,800			
TELEPHONE	4,000			
COPIER	1,200			
INSURANCE	1,500			
ACCOUNTING SERVICES	5,000			
OFFICE SUPPLIES	3,000			
POSTAGE/METER RENTAL	1,000			
DUES/SUBSCRIPTIONS/PUBLICATIONS	2,000			
MEETINGS/CONFERENCES	2,000			
REPRODUCTIONS *	0			
WEBSITE MAINTENANCE *	0			
Subtotal	39,500			
<u>OVERHEAD-NON-RECURRING</u>				
WEBSITE DEVELOPMENT *	0			
ADVERTISING/PUBLIC NOTICE	500			
TRAINING	0			
OFFICE FURNITURE/EQUIPMENT	2,500			
MISCELLANEOUS	1,000			
STRATEGIC PLANNING	0			
LEGAL SERVICES	7,500			
ARCHITECTURAL CONSULTANTS	0			
MILL RIVER COLLABORATIVE *	0			
RPA - REZONING *	0			
HNPP	3,000			
Subtotal	14,500			
Totals	281,151			

* Theses budget lines can be removed following revision of the program formatting of the Quickbooks Import and revising the formulas in this Excel Spreadsheet.

INCOME (Projections)

	BUDGET PROJECTION FY 2014/15	FUNDS IN 7/9/2014
RENTAL		
TRANSITWAY:		
Overhead Contribution	0	
Administrative Assistant & Bookkeeper	0	
INTEREST		
OTHER:		
Tresser Boulevard Sliver Parcel	200	
Mill River (Reimbursables)	18,500	
Trinity	0	
TOTAL	55,938	
	<u>74,638</u>	