

MINUTES OF THE SPECIAL MEETING
CITY OF STAMFORD, CONNECTICUT
URBAN REDEVELOPMENT COMMISSION
MONDAY, JULY 16, 2007

1. At 8:33AM, Chairman Stephen C. Osman called the special meeting to order. The following were in attendance:

Commissioners:

Stephen C. Osman, Chairman
James I. Nixon, Vice Chairman
Joel P. Mellis, Secretary/Treasurer
Edward J. Fuhrman
Robert S. Robins

Staff:

Gerrie Post, Executive Director
Rachel Goldberg, General Counsel
Durelle Alexander

Other Attendees:

Carmen Domonkos, Consultant, Historic Neighborhood Preservation Program
Ralph Loomis, President, Historic Neighborhood Preservation Program

2. Southeast Quadrant

At 8:34AM, Commissioner Fuhrman made a motion to go into Executive Session to discuss contract negotiations re: Re-Use Parcel 38. The motion was seconded by Commissioner Mellis and carried by unanimous vote. Attorney Goldberg and Executive Director Post participated in the discussion. No motions were made and no votes were taken. At 9:38AM, Commissioner Nixon made a motion to return to Open Session. The motion was seconded by Commissioner Fuhrman and carried by unanimous vote.

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

4. Historic Neighborhood Preservation Program (HNPP)

Prior to the discussion/presentation, Attorney Goldberg noted for the record that Commissioner Robins recused himself from this discussion and any subsequent vote due to his current membership in the Historic Neighborhood Preservation Program.

HNPP Consultant Carmen Domonkos reported that two volunteers, Colin Skidmore of HNPP and Ron Marcus of The Stamford Historical Society, had spent hundreds of hours over the past two years at the URC offices scanning its photographs of properties in the Southeast Quadrant redevelopment project. She said, "A total of 4,161 photographs are now stored on a master set of ten compact discs, organized by street, but with no identifying information. We are here today to request that the URC fund a project consisting of the design of a computer program by Mr. Bud Freund, HNPP Technology Consultant, and the entry of missing information, i.e. block number, lot number, street name, building number, etc. by Mr. Colin Skidmore to enable web-site viewers to access the photographs and relevant information."

MINUTES OF THE SPECIAL MEETING JULY 16, 2007 – PAGE TWO:

A 15-minute PowerPoint slide presentation developed by Mr. Freund consisting of a brief history of the redevelopment of Stamford's Southeast Quadrant and a sampling of the scanned photographs was shown. It was noted that the PowerPoint presentation would be in addition to the photo identification process and be made available to various entities such as the City, the URC, the Historical Society and statewide preservation-related organizations. Following the presentation, Commissioner Fuhrman asked for an explanation of (i) why this project was worthwhile, and (ii) why the URC needed to spend \$13,000 to fund it. Mr. Loomis responded, "In terms of history, I think you need to look at where you're going by seeing where you've been. Nothing exists like this in Stamford today and this will serve as an important catalogue of the City's redevelopment history from 1955 to 1980."

Chairman Osman said, "We have a fiduciary responsibility to the URC. Renee Kahn has editorialized with our images and I am not sure we want to fund something that someone else has editorialized on. If there is editorializing, I would encourage that it be two-sided. I also think that the URC should be directly involved in the production process." Discussion ensued. Attorney Goldberg asked for assurance that these photographs not be used for commercial purposes. She also asked if retaining an HNPP volunteer is the best way to accomplish the cataloguing process or if this could be done more efficiently with an intern assisting. Executive Director Post, noting that there were two parts to the project, cataloguing and preparing the presentation with captions and dialogue, suggested funding the cataloguing only.

Discussion continued. It was the sense of the Board that although it is important to preserve our history by cataloguing the URC's photographs, the project needs a timetable, firmer numbers/costs, as well as further refinement and understanding in terms of what we are going to end up with. Executive Director Post noted that she has been working with Stamford's Department of Technology on the URC's website and plans to link it to the HNPP website. Chairman Osman asked Commissioner Nixon to work with the Executive Director on refining the archive identification project and report back to the Commission.

At 10:40AM, the Chairman called for a brief recess. The meeting was resumed at 10:45AM. At this time, Commissioner Mellis made a motion to go into Executive Session to discuss negotiations pertaining to Park Square West Phase II and Re-Use Parcel 36. The motion was seconded by Commissioner Fuhrman and carried by unanimous vote. Attorney Goldberg and Executive Director Post participated in the discussion. No motions were made and no votes were taken. At 11:05AM, Commissioner Nixon made a motion to return to Open Session. The motion was seconded by Commissioner Fuhrman and carried by unanimous vote.

5. Agency Administration

- (b) **Operating Budget** – A proposed budget for fiscal year 2007/2008 was reviewed by Executive Director Post and discussed. It was noted that Budget Sub-Committee members Mellis and Fuhrman had met with the Executive Director and discussed the proposed budget as presented.

MINUTES OF THE SPECIAL MEETING JULY 16, 2007 – PAGE THREE:

It was recommended that: (i) the Agency issue a Request for Proposals (RFP) to secure new accounting services for the upcoming fiscal year; (ii) portions of the proposed budget be reformatted; (iii) action on the proposed budget be delayed pending incorporation of expenditures through the end of the fiscal year (6/30/07), and (iv) ongoing expenditures be approved but not authorized pending approval of a final budget.

3. Mill River Corridor/Archstone, Re-Use Parcel 21

Chairman Osman reported that a meeting with Archstone to review the latest proposed renderings has been scheduled for 1:00PM on this date. Discussion ensued. Attorney Goldberg advised the Commission that they could either approve or reject plans based on: (i) exterior aesthetics; (ii) architectural finishing; (iii) massing & location of the structure; and, (iv) interior arrangement of uses. Attorney Goldberg also noted that the Commission has officially asked Archstone to agree to the early release of funds held pursuant to the Escrow Agreement to enable the URC to issue a Request for Proposals (RFP) for landscape design.

5. Agency Administration

(a) **Sub-Committees** – Commissioner Nixon will head a HNPP/Archive Sub-Committee. Action on remaining Sub-Committees was tabled.

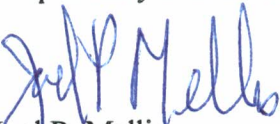
(c) **Internship** – Commissioner Mellis reported that he had spoken to the Chairman, Executive Director Post and Attorney Goldberg about the possibility of using a local high school student as an intern. He said, “This would give a student an opportunity to learn a little about local government. We all agreed it would have to be meaningful to get this program going.” Commissioner Fuhrman suggested that, in light of the earlier discussion re: archiving the URC photos, specs might be written to recruit a student knowledgeable in the field of computers. Commissioner Mellis and Executive Director Post will work together to develop appropriate specs for the internship and get in touch with the local high school.

Commissioner Fuhrman left the meeting at 11:45AM.

6. Adjournment

The next regular meeting will be held on Thursday, August 9, 2007 at 6:00PM. The September meeting will be rescheduled at that meeting. There being no further business before the Board, Commissioner Nixon made a motion to adjourn. The motion was carried by unanimous vote and the meeting was adjourned at 11:49AM.

Respectfully submitted,


Joel P. Mellis
Secretary/Treasurer

CITY OF STAMFORD, CONNECTICUT, URBAN REDEVELOPMENT COMMISSION

888 WASHINGTON BOULEVARD, STAMFORD, CT 06904-2152

TELEPHONE: 327-9180

FAX: 975-1552

SPECIAL MEETING
NOTICE

A Special Meeting of the City of Stamford, Connecticut, Urban Redevelopment Commission, will be held in the Commission Offices on the 9th Floor of the Stamford Government Center, 888 Washington Boulevard, Stamford, Connecticut, on Monday, July 16, 2007 at 8:30am.

AGENDA:

1. Roll Call
2. *Southeast Quadrant
 - (a) Park Square West Phase II Status Report
 - (b) Re-Use Parcel 36 Status Report
 - (c) Re-Use Parcel 38
3. *Mill River Corridor
 - (a) Archstone/Re-Use Parcel 21 Status Report
4. Historic Neighborhood Preservation Program
 - (a) Slide Presentation
 - (b) Request for Funding
5. *Agency Administration
 - (a) Sub-Committees
 - (b) Budget
 - (c) Internship
6. Adjournment
 - (a) Discussion – Next Meeting Agenda
 - (b) Confirmation – Next Meeting Date

All or portions of this subject may require discussion in Executive Session.

Historic Neighborhood Preservation Program
Urban Redevelopment Commission Photo Archive Identification Project

The Historic Neighborhood Preservation Program (HNPP) conducted a two-year project scanning photos, archived at the office of the Urban Redevelopment Commission (URC), of properties demolished during the Southeast Quadrant redevelopment project. Two volunteers, Colin Skidmore (HNPP) and Ron Marcus (Stamford Historical Society [SHS]), spent hundreds of hours scanning a total of 4,161 photos onto compact discs in an effort to provide a comprehensive photo history of lost downtown properties.

The scanning portion of the project is complete and the photos are stored on a master set of ten compact discs. The images are simply on the discs, organized by street but with no identifying information. A handwritten listing of information for each photo was made as the photos were scanned.

Proposal: The HNPP is requesting that the URC fund a project consisting of the design of a computer program and the entry of information to allow the best use of these valuable historical photos for future generations of Stamford residents and researchers. These photos will enable viewers to both reminisce and research Stamford's past.

Bud Freund, HNPP Technology Consultant, will devise a program to present the entire photo archive. He will develop a computer program that will allow each photo to be entered accompanied by identifying information; i.e. block number, lot number, street name, building number, direction in which the photo was taken, name of the photographer, and date the photo was taken. The program will include a search component that will aid researchers in accessing the photos and information.

Mr. Freund will then train Mr. Skidmore, who will serve as the Project Manager Consultant, to enter all of the identifying and descriptive data taken from the actual photos. The objective is to have the information appear as a caption with each individual photo so that it is immediately available to the viewer.

The completed project will be available to the URC, the HNPP and the SHS. Possible outcomes may include a web page or site that could be appended or linked to the web sites of various entities such as the city of Stamford, the URC, the SHS, statewide preservation-related organizations, and possibly even nationwide preservation-related organizations (for instance, the American Memory web site run by the Library of Congress).

Mr. Freund has developed a 15-minute PowerPoint presentation consisting of a brief history of the redevelopment of Stamford's Southeast Quadrant as well as a representative sampling of the scanned photos. We hope the Commission will feel the photos of Stamford's vanished buildings can play an important part in documenting and remembering the city's past, and will partner with the HNPP in the completion of this project.

(Complementing the Photo ID project is a presentation to the community of the PowerPoint show. The city of Stamford has provided \$1,500 for an event that will include the PowerPoint viewing and a roundtable discussion among community leaders and others who were involved in the URC Southeast Quadrant redevelopment project. The city funds will pay for the printing and mailing of invitations and other costs associated with staging the event.)

URC Photo Archive Identification Project

Budget

Expenses:

Technology Consultant \$75/hr x 10 hours	\$750.00
Training \$50/hr x 5/hrs	250.00
Program Manager Consultant \$20/hr x 550 hrs	12,000.00
Administration	<u>1,200.00</u>
	\$14,200.00

Income:

URC	\$13,000.00
HNPP	<u>1,200.00</u>
Total	\$14,200.00