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BOARD OF FINANCE

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BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, November 10, 2022

Time: 7:00 p.m.

Via Zoom

MINUTES

CALL TO ORDER: Chairman Freedman called the meeting to order at 7:00 p.m. (*Video 00:00:05*)

MEMBERS PRESENT: Chair, Richard Freedman; Vice Chair, Mary Lou Rinaldi; Members, Geoff Alswanger, Laura Burwick, Dennis Mahoney and J.R. McMullen.

OTHERS PRESENT: Sandy Dennies, David Yanik, Joanne Noone, Lee Berta, Dr. Tamu Lucero, Ryan Fealey, Christopher Soules, Cindy Grafstein, Jackie Heftman, Lou Casolo, Anita Carpenter, Kevin McCarthy, Anthony Romano, Thomas Turk, Mike Robles, Joe Kennedy, Thomas Mooney (Shipman & Goodwin) and Scott Bassett (RSM).

PUBLIC PARTICIPATION: There was no public participation.

1. MINUTES (*Video 00:00:50*)

Request for approval of minutes of the following meeting:

10132022 Regular Monthly Meeting

11022022 Special Meeting

Submitted by: Clerk, Board of Finance

Motion to approve by J.R. McMullen, seconded by Mary Lou Rinaldi. Vote passed unanimously, 6-0-0.

AGENDA ITEMS WERE TAKEN OUT OF ORDER. Reference video time stamps at each item to confirm order.

2. BUDGET UPDATE – BOARD OF EDUCATION (Video 01:14:21)

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

Ryan Fealey presented this item focusing on ESSER funds (COVID Relief Funds) and the potential “fiscal cliff” that could occur when staff positions currently funded by ESSER funds need to become part of the operating budget as the ESSER funds are discontinued after FY 23/24. The Board of Finance is very committed to monitoring this transition closely. Ryan noted that special education costs continue to rise although other expenditures remain more consistent.

3. ACFR UPDATE AND DISCUSSION (Video 00:13:23)

Scott Bassett, Partner, RSM, the city’s outside auditor, provided an update on progress on the ACFR.

Scott acknowledged that there are some first year growing pains with the City’s audit; as one would expect. He alerted the Board that there will likely be a need for an extension for this year’s audit. He pointed out that The State is expecting a record number of extensions this year as a result of the implementation of the new standard, GASB 87, which requires recording your leases as both as the lessor and the lessee. Scott stated that it’s not an easy standard to implement.

Scott also suggested it would be more efficient to have a dedicated coordinator in the finance department whose only objective for three or four months would be moving the audit forward in all decentralized areas of the City.

He noted some reconciliation issues with the tax office.

Scott concluded by pointing out that all are working diligently to overcome challenges related to the audit and are conducting weekly meetings to address concerns.

4. REQUEST FOR AN ADVISORY OPINION – TENTATIVE AGREEMENT BETWEEN STAMFORD BOARD OF EDUCATION AND THE STAMFORD ADMINISTRATIVE UNIT

In accordance with the City of Stamford Charter Section C6-20-7(c), the Board of Finance is asked to issue an advisory opinion on a labor settlement according to the Tentative Agreement on a new three-year collective bargaining agreement, effective July 1, 2023, between the Stamford Board of Education and the Stamford Administrative Unit. (Video 00:23:52)

Action Requested:	Issuance of Advisory Opinion
Submitted by:	BOE
Attending:	Thomas Mooney, Shipman & Goodwin, LLP

Tom Mooney explained the pending contract. The Board had concerns about the large increases and accelerated “steps” included in the contract. The Board pointed out that Stamford currently offers very competitive compensation for administrative positions compared to surrounding towns and cities. It was confirmed that there is very little turnover of these positions. Jackie Heftman noted that the Board of Education is trying to send a message to administrators that they are greatly appreciated for the work they do, and “we’re happy that they’re here”.

Motion to provide positive advisory opinion by Geoff Alswanger, seconded by Richard Freedman. Vote failed 1-3-2. Dennis Mahoney, J.R. McMullen and Mary Lou Rinaldi voted against. Richard Freedman and Laura Burwick abstained.

5. REQUEST FOR APPROVAL OF A CONTRACT BETWEEN THE CITY AND ANTINOZZI ASSOCIATES, P.C. FOR ARCHITECTURAL/ENGINEERING SERVICES FOR RENOVATIONS TO THE SCIENCE WING OF STAMFORD HIGH SCHOOL (Video 01:47:50)

This a two-phase project. Antinozzi will complete the bid documents for Phase 1 within four months of the final approval/execution of this Agreement. The full project schedule and milestone dates will also be developed and completed during that time. The current construction cost estimates are \$845,103.00 for Phase 1 and \$4,689,726.00 for Phase 2. Antinozzi’s fee for these design services is a flat \$305,500.00.

Action Requested:	Approval of Contract
Amount:	\$305,500
Fund/Budget:	Capital
Submitted by:	Mayor Caroline Simmons
Attending:	Lou Casolo, City Engineer

Lou Casolo presented this item. Mary Lou Rinaldi asked if this project had been submitted through the grant process for reimbursement. Lou advised that because of the Board of Education’s desire to start the project in the summer of 2023, there wasn’t time to take advantage of potential grant funds. Lou noted that the grant submission process timeline wouldn’t allow for the BOE’s desired project start time. Richard Freedman stopped the discussion and motioned to hold the item as everyone on the Board agreed that all projects possibly entitled to any grant fund reimbursement should make the effort to access those funds.

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

6. REQUEST FOR APPROVAL OF A CHANGE ORDER – WOODSIDE FIRE STATION ROOF REPLACEMENT (Video 01:58:58)

Per section C5-50-2.d of the Municode, this CO is considered a contract extra, which will increase Purchase Order 825359.

Action Requested: Approval of Change Order
Amount: \$60,500
Submitted by: Louis Casolo, City Engineer
Attending: Lou Casolo

Motion to approve by Geoff Alswanger, seconded by Dennis Mahoney. Vote passed unanimously, 6-0-0.

7. Q1 REVIEW (Video 02:02:35)

Review and discussion of 1st Quarter.

Submitted by: Lee Berta, Assistant Director, OPM
Attending: Lee Berta

Lee Berta presented an overview of Q1 revenue and expenses.

8. TRANSFER REQUEST – YEAR END FY22/23 BOF TRANSFER – DEPT. OF PUBLIC HEALTH

The Department of Public Health is requesting a transfer of funds from the consultant cost objective to the personnel cost objective to comply with the changes to the guidelines for the Bioterrorism funding. This grant is for general operations activities carried out by the public health department and will be used for existing personnel. (Video 00:02:21)

Action Requested: Approval of transfer request
Amount: \$68,842
Submitted by: Anita Carpenter, Grants Officer
Attending: Anita Carpenter

Motion to approve by Mary Lou Rinaldi, seconded by J.R. McMullen. Vote passed unanimously, 6-0-0.

9. REQUEST FOR ADDITIONAL APPROPRIATION – EMERGENCY MANAGEMENT - SALARIES

Additional appropriation needed to match the actual award received. The amount in HTE is \$63,228. The actual award amount is \$64,557. The amount stays consistent with salaries and wages. (Video 00:04:19)

Action Required: Approval of appropriation
Amount: \$1,329
Fund/Budget: 100% Grant Funded
Submitted by: Anita Carpenter, Grants Officer
Attending: Anita Carpenter

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

10. REQUEST FOR ADDITIONAL APPROPRIATION – EMERGENCY MANAGEMENT - SALARIES

Additional appropriation needed to match the actual award received. The amount in HTE is \$62,228. The actual award amount is \$64,437. The amount stays consistent with salaries and wages.

(Video 00:05:32)

Action Required:	Approval of appropriation
Amount:	\$2,209
Fund/Budget:	100% Grant Funded
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Anita Carpenter

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

11. REQUEST FOR ADDITIONAL APPROPRIATION – JUSTICE ASSISTANCE - OVERTIME

Grant funds will be utilized to conduct extra police walking posts in response to resident complaints about the significant increase in quality of life and criminal incidents on the west side. The patrols will occur on an overtime basis. No City funds are required. (Video 00:06:23)

Action Required:	Approval of appropriation
Amount:	\$43,464
Fund/Budget:	100% Grant Funded
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Anita Carpenter

Motion to approve by Geoff Alswanger, seconded by Laura Burwick. Vote passed unanimously, 6-0-0.

12. REQUEST FOR ADDITIONAL APPROPRIATION – DAYCARE PROGRAM – ALLOTMENT

Additional appropriation needed to match the actual award received. HTE amount is reflected at \$1,951,438. The actual award is ~~\$2,061,890~~ \$2,062,462.81. The funding will continue to provide support to the Child Learning Center facilities in Stamford for early childhood services. (Video 00:08:10)

Action Required:	Approval of appropriation
Amount:	\$110,454 \$111,024.81
Fund/Budget:	100% Grant Funded
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Anita Carpenter

Motion to approve by J.R. McMullen, seconded by Geoff Alswanger. Vote passed 5-0-1. Mary Lou Rinaldi abstained.

13. REQUEST FOR ADDITIONAL APPROPRIATION – 911 COMMUNICATIONS - SALARIES

Additional appropriation request is to increase the award to the actual amount of \$548,575. The award amount approved in HTE is \$354,413. The actual award amount is \$548,575. The cost objective remains with salaries and wages. (Video 00:10:23)

Action Required:	Approval of appropriation
Amount:	\$194,162
Fund/Budget:	100% Grant Funded
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Anita Carpenter

Motion to approve by Laura Burwick, seconded by J.R. McMullen. Vote passed unanimously, 6-0-0.

14. CAPITAL PROJECT (C5B218) APPROPRIATION REQUEST – BOE DISTRICT WIDE RENOVATION ASSESSMENT (Video 02:16:25)

Request for additional appropriation to prepare educational specification, concept planning, layout, cost estimating, and enrollment studies for HVAC Improvement Projects at Rippowam, Newfield and Stamford High. The work will be utilized to submit grant applications to the State of Connecticut for the competitive HVAC Indoor Air Quality Reimbursement Program.

Action Requested:	Approval of appropriation
Amount:	\$100,000
Fund/Budget:	BOE Surplus via Capital Non-Recurring
Submitted by:	OPM
Attending:	Kevin McCarthy, Director of Facility Operations Anthony Romano, Management Analyst, OPM

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

15. CAPITAL PROJECT (C5B218) APPROPRIATION REQUEST – BOE DISTRICT WIDE RENOVATION ASSESSMENT (Video 02:30:40)

Request for additional appropriation to prepare educational specifications, enrollment studies, concept planning, layout, and cost estimating for major construction (New Construction, Renovate as New or Alterations and Expansions) at KT Murphy Elementary and 83 Lockwood Avenue. Educational specifications, enrollment, concept planning, layout and cost estimating will be utilized to determine the type of construction at each site and to submit applications to the State for grant fund reimbursement. Grant submissions for 2023 are outlined on the revised BOE Long Term Master Plan for KT Murphy and 83 Lockwood Avenue.

Action Requested:	Approval of appropriation
Amount:	\$200,000
Fund/Budget:	BOE Surplus via Capital Non-Recurring
Submitted by:	OPM
Attending:	Kevin McCarthy, Director of Facility Operations Anthony Romano, Management Analyst, OPM

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

16. CAPITAL PROJECT (001302) APPROPRIATION REQUEST – BOE SECURITY UPGRADES
School security enhancements. Employee electronic door access control systems for critical school security updates at all Stamford schools. (Video 02:33:35)

Action Requested: Approval of appropriation
Amount: \$800,000
Fund/Budget: BOE Capital
Submitted by: OPM
Attending: Kevin McCarthy, Director of Facility Operations
Anthony Romano, Management Analyst, OPM
Joseph Kennedy, Safety, Compliance & Employee Relations Manager, Administration (BOE)

Motion to approve by Laura Burwick, seconded by Geoff Alswanger. Vote passed unanimously, 6-0-0.

17. CAPITAL PROJECT CLOSEOUT RECOMMENDATION – SEE ATTACHED LIST
Pursuant to Stamford City Code Section 8-2, the partial closeout of the (see attached list) is recommended. (Video 02:46:17)

Action Requested: Approval of close out
Amount: \$30,314,367.90
Fund/Budget: Bond (City)
Submitted by: Anthony Romano, Management Analyst, OPM
Attending: Tony Romano

No motions were made. No votes were taken.

18. CAPITAL PROJECT (CPBM14) APPROPRIATION REQUEST – JULIA STARK - MTF
Design and implement medium to longer-term capital projects to remedy the building envelope and HVAC issues. (Video 02:50:00)

Action Requested: Approval of appropriation
Amount: \$1,000,000
Fund/Budget: Bond (City)
Submitted by: OPM
Attending: Kevin McCarthy, Director of Facility Operations
Anthony Romano, Management Analyst, OPM

*****See item #23*** Items #18 through #23 were considered together.**

19. RESOLUTION TO AMEND FY 22/23 CAPITAL BUDGET BY ADDING AN APPROPRIATION OF \$1,000,000 FOR THE JULIA STARK – MTF PROJECT AND AUTHORIZING \$1,000,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Approval of Resolution
Amount: \$1,000,000
Submitted by: Anthony Romano, Management Analyst, OPM
Attending: Tony Romano

*****See item #23*** Items #18 through #23 were considered together.**

20. CAPITAL PROJECT (CPBM17) APPROPRIATION REQUEST – WESTOVER MAGNET - MTF
Design and implement medium to longer-term capital projects to remedy the building envelope and HVAC issues.

Action Requested: Approval of appropriation
Amount: \$3,000,000
Fund/Budget: Bond (City)
Submitted by: OPM
Attending: Kevin McCarthy, Director of Facility Operations
Anthony Romano, Management Analyst, OPM

*****See item #23*** Items #18 through #23 were considered together.**

21. RESOLUTION TO AMEND FY 22/23 CAPITAL BUDGET BY ADDING AN APPROPRIATION OF \$3,000,000 FOR THE WESTOVER MAGNET – MTF PROJECT AND AUTHORIZING \$3,000,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Approval of Resolution
Amount: \$3,000,000
Submitted by: Anthony Romano, Management Analyst, OPM
Attending: Tony Romano

*****See item #23*** Items #18 through #23 were considered together.**

22. CAPITAL PROJECT (CPBM02) APPROPRIATION REQUEST – DAVENPORT RIDGE - MTF

Design and implement medium to longer-term capital projects to remedy the building envelope and HVAC issues.

Action Requested: Approval of appropriation
Amount: \$1,500,000
Fund/Budget: Bond (City)
Submitted by: OPM
Attending: Kevin McCarthy, Director of Facility Operations
Anthony Romano, Management Analyst, OPM

*****See item #23*** Items #18 through #23 were considered together.**

23. RESOLUTION TO AMEND FY 22/23 CAPITAL BUDGET BY ADDING AN APPROPRIATION OF \$1,500,000 FOR THE DAVENPORT RIDGE – MTF PROJECT AND AUTHORIZING \$1,500,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Approval of Resolution
Amount: \$1,500,000
Submitted by: OPM
Attending: Anthony Romano, Management Analyst, OPM

Motion to approve items #18 through #23 by Mary Lou Rinaldi, seconded by J.R. McMullen. Vote passed unanimously, 6-0-0.

24. CAPITAL PROJECT (C56129) APPROPRIATION REQUEST – CITYWIDE MANHOLE & BASIN

Re-appropriation of ARP closeout funds for installation and replacement of storm drains, catch basins and curbs. (*Video 02:53:28*)

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

Motion to approve by J.R. McMullen, seconded by Geoff Alswanger. Vote passed unanimously, 6-0-0.

25. CAPITAL PROJECT (C56182) APPROPRIATION REQUEST – STREET PATCH & RESURFACING

\$521,171.85 - Reimbursement provided to the City from the Aquarion Water Company for the permanent restoration of pavement surfaces by the City-Wide Pavement Contractor on Cove Road area roads where water main and water service lateral replacements took place.

\$262,034.38 – Reimbursement provided to the City from Aquarian Water Company for the permanent restoration of pavement surfaces by the City-Wide Pavement Contractor on five Shippan area roads where the water main and service lateral replacement took place.

(Video 02:59:54)

Action Requested:	Approval of Appropriation
Amount:	\$783,206.23
Fund/Budget:	Private Contributions
Submitted by:	OPM
Attending:	Thomas Turk, Road Maintenance Supervisor Anthony Romano, Management Analyst, OPM

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

26. CAPITAL PROJECT (CP1457) APPROPRIATION REQUEST – RESILIENCY AND CLIMATE ADAPTATION *(Video 03:01:18)*

In January 2021, the Land Use Bureau submitted a FEMA Flood Mitigation Assistance (FMA) grant for \$150,000 to supplement the \$50,000 in place to contract for a City of Stamford Coastal Flood Resiliency Plan (receiving notice of award this year). The scope includes assessing available data to identify flood risks & opportunities to enhance climate resiliency, modelling current and future flood scenarios, and extensive public outreach to inform and energize the plan. The project also includes developing preliminary design and cost estimates for a prioritized list of resiliency projects for the purpose of pursuing the many grant opportunities now available for climate resiliency.

Action Requested:	Approval of Appropriation
Amount:	\$150,000
Fund/Budget:	State Grant
Submitted by:	OPM
Attending:	Anthony Romano, Management Analyst, OPM

Motion to approve by Laura Burwick, seconded by Richard Freedman. Vote passed unanimously, 6-0-0.

27. CAPITAL PROJECT (CP6756) CLOSEOUT RECOMMENDATION – MAPLE AVE FLOORING
Pursuant to Stamford City Code Section 8-2, the partial closeout of the Maple Ave. Flooring is recommended. (*Video 03:02:29*)

Action Requested: Approval of close out
Amount: \$112,806.12
Fund/Budget: Bond (City)
Submitted by: OPM
Attending: Louis Casolo, City Engineer
Anthony Romano, Management Analyst, OPM

No motions were made. No votes were taken.

28. CAPITAL PROJECT (CP3803) APPROPRIATION REQUEST – CLC FACILITY REHAB PROJECT
Replacement of service elevator at Palmer Hill. (*Video 03:05:03*)

Action Requested: Approval of Appropriation
Amount: \$112,806.12
Fund/Budget: Bond (City)
Submitted by: OPM
Attending: Louis Casolo, City Engineer
Anthony Romano, Management Analyst, OPM

*****See item #29***Items #28 and #29 were considered together.**

29. RESOLUTION TO AMEND FY 22/23 CAPITAL BUDGET BY ADDING AN APPROPRIATION OF \$112,806.12 FOR THE CLC FACILITY REHAB PROJECT AND AUTHORIZING \$112,806.12 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Approval of Resolution
Amount: \$112,806.12
Fund/Budget: Bond (City)
Submitted by: OPM
Attending: Anthony Romano, Management Analyst, OPM

Motion to approve items #28 and #29 by Richard Freedman, seconded by Dennis Mahoney. Vote passed 5-1-0. Mary Lou Rinaldi voted against.

30. CAPITAL PROJECT (CP6579) CLOSEOUT RECOMMENDATION – TOR BUILDING & EXTERNAL IMPROVEMENTS (Video 03:08:08)

Pursuant to Stamford City Code Section 8-2, the partial closeout of the TOR Building & External Improvements is recommended.

Action Requested:	Approval of close out
Amount:	\$57,141.03
Fund/Budget:	Bond (City)
Submitted by:	Anthony Romano, Management Analyst, OPM
Attending:	Tony Romano

No motions were made. No votes were taken.

31. CAPITAL PROJECT (CP0046) APPROPRIATION REQUEST – BIG 5 IMPROVEMENTS & UPGRADES (Video 03:09:10)

The boiler for the Springdale firehouse is over 30 years old and has been repaired multiple times. The City HVAC technician has reviewed the boiler, stated that the boiler has reached end of life and needs to be replaced ASAP.

Action Requested:	Approval of appropriation
Amount:	\$57,141.03
Fund/Budget:	Bond (City)
Submitted by:	Public Safety, Stamford Fire Department
Attending:	Mike Robles, Assistant Fire Chief Anthony Romano, Management Analyst, OPM

*****See item #32*** Items #31 and #32 were considered together.**

32. RESOLUTION TO AMEND FY 22/23 CAPITAL BUDGET BY ADDING AN APPROPRIATION OF \$57,141.03 FOR THE BIG 5 IMPROVEMENTS & UPGRADES PROJECT AND AUTHORIZING \$57,141.03 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested:	Approval of Resolution
Amount:	\$57,141.03
Submitted by:	Anthony Romano, Management Analyst, OPM
Attending:	Tony Romano

Motion to approve items #31 and #32 by J.R. McMullen, seconded by Geoff Alswanger. Vote passed unanimously, 6-0-0.

33. CAPITAL PROJECT (001273) APPROPRIATION REQUEST – WEST GLENN DRIVE BRIDGE

Rehabilitation of Bridge No. 05010, West Glen Drive over Mianus River. The purpose of the project is to replace the superstructure, which is currently structurally deficient. The existing structure, built in 1964, consists of a single span precast concrete tee beam superstructure supported by reinforced concrete abutments and wingwalls. The total structure length is 63-feet and curb-to-curb roadway width is 30-feet. (Video 03:11:30)

Action Requested:	Approval of appropriation
Amount:	\$2,500,000
Fund/Budget:	\$2,000,000 Federal Grant/\$500,000 Bond (City)
Submitted by:	OPM
Attending:	Louis Casolo

*****See item #34*** Items #33 and #34 were considered together.**

34. RESOLUTION TO AMEND FY 22/23 CAPITAL BUDGET BY ADDING AN APPROPRIATION OF \$2,500,000 FOR THE WEST GLENN DRIVE BRIDGE PROJECT AND AUTHORIZING \$500,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested:	Approval of Resolution
Amount:	\$2,500,000
Submitted by:	Anthony Romano, Management Analyst, OPM
Attending:	Tony Romano

Motion to approve items #33 and #34 by Laura Burwick, seconded by Geoff Alswanger. Vote passed unanimously, 6-0-0.

35. CAPITAL PROJECT CLOSEOUT RECOMMENDATION – SEE ATTACHED LIST

Pursuant to Stamford City Code Section 8-2, the partial closeout of the (see attached list) is recommended. (Video 03:18:51)

Action Requested:	Approval of close out
Amount:	\$63,888,127.97
Fund/Budget:	Bond (City)
Submitted by:	Anthony Romano, Management Analyst, OPM
Attending:	Tony Romano

No motions were made. No votes were taken.

36. CAPITAL PROJECT (C56182) APPROPRIATION REQUEST – STREET PATCH & RESURFACE

Patch and resurface Stamford’s roadway infrastructure using accepted engineering standards. This includes milling, overlay, reconstruction, associated fixes to public streets and associated subsurface Replacements for drainage system. (*Video 03:23:00*)

Action Requested:	Approval of appropriation
Amount:	\$5,000,000
Fund/Budget:	Federal Grant – ARP
Submitted by:	OPM
Attending:	Thomas Turk, Road Maintenance Supervisor Anthony Romano, Management Analyst, OPM

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

ADJOURNMENT (*Video 03:40:09*)

Motion to adjourn by Dennis Mahoney, seconded by Geoff Alswanger. The meeting was adjourned at 10:41 p.m.

[This meeting is on video.](#)

Tracy Donoghue
Tracy Donoghue
Clerk of the Board