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BOARD OF FINANCE

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BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, April 13, 2023

Time: 7:00 p.m.

Via Zoom

MINUTES

CALL TO ORDER: Chair, Richard Freedman called the meeting to order at 7:00 p.m. (*Video 00:00:01*)

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

OTHERS PRESENT: Al Cava, Sandy Dennies, Elda Sinani, Anita Carpenter, Luke Bittenwieser, Katherine LoBalbo, Kevin McCarthy, Cindy Grafstein, Dr. Tamu Lucero, Anthony Romano, Lou Casolo, Emily Gordon, Loren Nadres, Leah Kagan, Bridget Fox and Cindy Grafstein.

PUBLIC PARTICIPATION: There was none.

1. MINUTES (*Video 00:00:41*)

Request for approval of minutes of the following meetings:

03082023 Special Meeting	03232023 Special Meeting
03092023 Regular Monthly Meeting	03272023 Special Meeting
03152023 Special Meeting	03282023 Special Meeting
03202023 Special Meeting	03292023 Special Meeting
03212023 Special Meeting	

Submitted by: Clerk, Board of Finance

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

2. BUDGET UPDATE – BOARD OF EDUCATION (Video 00:01:28)

Ryan Fealey, Director of Finance, Board of Education, did not provide a brief update on the BOE budget.

Dr. Tamu Lucero presented this item and noted that the BOE is currently tracking on Budget. There is no anticipation of a surplus at year end.

3. APPROVAL OF AGREEMENT – BETWEEN THE CITY OF STAMFORD AND FUSS & O'NEILL –DESIGN SERVICES FOR SAFE ROUTES TO SCHOOLS AND PUBLIC TRANSIT FACILITIES (RFP NO 846) (Video 00:02:17)

This project will improve pedestrian safety and traffic operation/flow at West Hill High School, Roxbury School, Newfield Elementary School and AITE High School. The total fee for these services is \$296,500. Fuss & O'Neill will complete the Final Design within twelve months and complete all services by September 30, 2025.

Action Requested:	Approval of Agreement
Amount:	\$296,500
Submitted by:	Mayor Caroline Simmons
Attending:	Luke Bittenwieser, Intern, Traffic Engineering

Luke Bittenwieser presented this agreement which provides design services related to some sidewalks with the significant majority in the Newfield area. The primary focus of this design is building out new sidewalks and part of a new network of sidewalks around the schools. Luke explained that the sidewalk improvements will occur in conjunction with any design/construction occurring in schools.

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

4. REQUEST FOR AN ADVISORY OPINION – TENTATIVE AGREEMENT BETWEEN THE CITY OF STAMFORD AND THE AFSCME LOCAL 1303 (Video 00:19:19)

The City and AFSCME Local 1303-191, have reached agreement on a three-year successor collective bargaining agreement to the agreement that expired on June 30, 2022. The bargaining unit includes eight (8) employees (seven (7) full-time and one part-time) in the classification of Assistant Corporation Council. The agreement includes a 2.5% general wage increase in each year of the agreement which is consistent with other recent settlements in the city and with other surrounding municipalities. The agreement also includes an increase in employee cost share for medical insurance of 2% effective July 1, 2023, to 16% from 14%, and effective July 1, 2024, a 1% increase to 17%.

Action Requested:	Issuance of Advisory Opinion
Submitted by:	Al Cava, Director of Human Resources
Attending:	Al Cava

Motion to provide a positive advisory to the Board of Representatives by Laura Burwick, seconded by Mary Lou Rinaldi. Vote passed 5-0-1. J.R. McMullen abstained.

5. REVIEW AND APPROVAL OF ANNUAL COMMUNITY DEVELOPMENT BUDGET (Video 00:23:51)

Action Requested:	Approval of Community Development Budget
Amount:	\$957,666 (Community Development Block Grant-CDBG) \$517,041 (Investment Partnership Program – HOME)
Fund/Budget:	CDBG/HOME
Submitted by:	Emily Gordon, Director of Housing and Community Development
Attending:	Emily Gordon

Emily Gordon presented this annual item. The Community Development Committee of the Board of Representatives and the Board of Representatives allocate these funds. This item is to accept the funding from the Federal Government.

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

6. REQUEST FOR ADDITIONAL APPROPRIATION – FY 2022/2023 – LAW WAGE INCREASE
(Video 00:30:32)

This is a request to appropriate funds per the increased obligations for FY22/23 per a recent contract settlement.

Action Required:	Approval of appropriation
Amount:	\$32,970.
Fund/Budget:	Contingency
Submitted by:	Thomas Cassone, Director, Law Department
Attending:	Tom Cassone

Motion to hold by Richard Freedman, seconded by J.R. McMullen. Motion to hold rescinded by Richard Freedman. Motion to approve by Richard Freedman, seconded by Geoff Alswanger. Vote passed 5-0-1. J.R. McMullen abstained.

7. REQUEST FOR APPROPRIATION – FY 2023/2024 – MAYOR’S OFFICE – ARTS (Video 00:35:18)

The City of Stamford Arts Commission has been awarded operating funding to support outreach to the arts community. This funding starts 11/7/2022 and terminates on 11/6/2023.

Action Required:	Approval of appropriation
Amount:	\$2,189.
Fund/Budget:	100% Grant Funded
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.

8. REQUEST FOR APPROPRIATION – FY 2022/2023 – TRUSTED MESSENGER GRANT (Video 00:37:00)

The Dept. of Social Services will provide rigorous outreach to inform vulnerable clients regarding the steps they need to take to find or maintain health coverage due to the end of the public health emergency. Funds will be utilized for additional hours for a Caseworker Assistant, supplies, to print flyers and brochures and purchase exterior bus wrap/ads. No additional funds are required.

Action Required:	Approval of appropriation
Amount:	\$15,000
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.

9. CAPITAL PROJECT (001328) APPROPRIATION REQUEST – FY 2022/2023 – CITYWIDE PEDESTRIAN SIGNAL INFRASTRUCTURE AND SAFETY UPGRADES (Video 00:38:55)

Action Required:	Approval of appropriation
Amount:	\$2,878,678.44
Fund/Budget:	100% Grant Funded (State)
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Luke Bittenwieser, Intern, Traffic Engineering

This grant award will upgrade 45 signalized intersections in the City with a focus on pedestrian safety and mobility.

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

10. CAPITAL PROJECT (C63005) APPROPRIATION REQUEST – FY 2022/2023 – FIRE APPARATUS

For the purchase of two (2) Fire Engines (approximately \$850,000 each) before the expected increase in price of \$300,000 (\$150,000 each) in the new FY and extended lead time of 24-36 months. (Video 00:42:56)

Action Required:	Approval of appropriation
Amount:	\$1,700,000
Fund/Budget:	Bond (City)
Submitted by:	OPM Department
Attending:	Assistant Chief Miguel Robles

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

11. CAPITAL PROJECT (001327) APPROPRIATION REQUEST – FY 2022/2023 – STAMFORD HIGH ATHLETIC FIELDS (Video 00:48:59)

Creation of a new synthetic turf baseball field and new synthetic multipurpose soccer and lacrosse field facility across the baseball field at Stamford High School. Facility shall include field, subsurface drainage and structure, synthetic turf and infill, inlays, walkways (with minimal walkway lighting), baseball backstop, fencing, water source for wetting the field and for drinking, dugouts, aluminum bleachers, scoreboard, retaining wall (northern side of field where rock outcrop is located), batting cages, bullpens, and a small storage shed for materials and equipment. Facility shall be ADA compliant. Project shall include the specifications necessary the procurement of turf grooming equipment and training necessary for the Stamford Public School Crew to maintain the field(s).

Action Required:	Approval of appropriation
Amount:	\$3,000,000
Fund/Budget:	State Grant (\$2,000,000DEEP/\$1,000,000Econ Dev)
Submitted by:	OPM Department
Attending:	Lou Casolo

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

12. REQUEST FOR ADDITIONAL APPROPRIATION – FY 2022/2023 –DECLARATION OF JUNETEENTH HOLIDAY **This item was held at the 03092023 BOF Regular Monthly Meeting** (Video 00:59:54)

The 19th of June of each year is declared a legal holiday in the City of Stamford, and only those city personnel necessary to maintain the good order of the city shall work on that day. If the 19th of June falls on a weekend, the holiday shall be celebrated on the following Monday. Therefore, we are asking for this additional appropriation since it was not budgeted in the current fiscal year.

Action Required:	Approval of appropriation
Amount:	\$493,509
Fund/Budget:	Contingency
Submitted by:	Sandy Dennies, Director of Administration
Attending:	Elda Sinani, Director of OPM

Elda Sinani presented this item and explained that current employee contracts require holiday pay for this new holiday as they require for all holidays. Dennis Mahoney expressed disappointment that in the month since this item was first presented, “contingency” is still the offered funding source. He pointed out that the FY22-23 budget that was approved could have been reviewed/scrubbed to uncover some alternative funding sources. J.R. McMullen noted that the process of approving this holiday before it was funded wasn’t ideal.

Motion to approve by Richard Freedman, seconded by Mary Lou Rinaldi. Vote passed, 4-2-0. Dennis Mahoney and J.R. McMullen voted against.

13. TRANSFER REQUEST – OPERATING BUDGET – FY22/23 – ECONOMIC DEVELOPMENT – SMALL BUSINESS GRANTS (Video 01:17:06))

The Economic Development Department is providing grants to support small business in response to the economic impact of the pandemic. The funding is 100% ARP dollars. The administration of the grant program is being administrated internally and requires seasonal staff to provide the additional support to provide technical assistance, receive applications, award and monitor the award recipients. Two full-time seasonal personnel are requested to support this short-term project. This project has been approved by the Boards (Project F32742).

Action Requested:	Approval of transfer request
Amount:	\$80,738
Fund/Budget:	Economic Development Contractual to Economic Development Seasonal/FICA
Submitted by:	OPM
Attending:	Loren Nadres Leah Kagan

Loren Nadres and Leah Kagan presented this item and advised that the program has gone from an initial plan of 3rd party administration and disbursement of grants to small businesses, to an in-house administration and requires a line-item transfer of funds in their budget to accommodate the cost of two full-time short-term seasonal employees to provide technical assistance, review applications, award and monitor the award recipients. The Board members had many questions and comments related to this item. Please check the video at the 01:17:06 timestamp to review the full discussion.

Motion to approve by Mary Lou Rinaldi, seconded by Richard Freedman. Vote passed 4-2-0. Dennis Mahoney and J.R. McMullen voted against.

ADJOURNMENT (Video 01:47:18))

Motion to adjourn by J.R. McMullen, seconded by Laura Burwick. The meeting was adjourned at 8:48 p.m.

[This meeting is on video.](#)

Tracy Donoghue
Tracy Donoghue
Clerk of the Board