

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 88  
8 WASHINGTON BOULEVARD  
P.O. BOX 10152  
STAMFORD, CONNECTICUT 06904-2152

## SPECIAL MEETING OF THE BOARD OF FINANCE

Pursuant to Sec. 6-20-2 of the *City of Stamford Charter*, Chair Richard Freedman and Vice-Chair Mary Lou Rinaldi called a special meeting of the Board of Finance on:

**Wednesday, April 26, 2023**

**Time: 6:30 p.m.**

**Via ZOOM**

### MINUTES

CALL TO ORDER: Chair, Richard Freedman called the meeting to order at 6:39 p.m. (*Video 00:00:01*)

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

1. ADVISORY VOTE BY THE BOF (*Video 00:00:34*)

Advisory vote by the BOF on proposed charter revision provision.

***Motion by Richard Freedman, seconded by Mary Lou Rinaldi, to issue a negative advisory opinion to the Charter Revision Commission on the proposed Sec. C8-30-3(b)(1)(i), Restoration of Items. This provision would give the Board of Representatives the right, by a vote of two-thirds (2/3rds) of its members, to restore any operating or capital budget item reduced or eliminated by the Board of Finance, in whole or in part. Vote passed 4-0-1. J.R. McMullen abstained.***

ADJOURNMENT (*Video 00:01:57*)

Motion to adjourn by Laura Burwick, seconded by J.R. McMullen. The meeting was adjourned at 6:41 p.m.

[This meeting is on video.](#)

*Tracy Donoghue*  
**Tracy Donoghue**  
**Clerk of the Board**

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 88  
8 WASHINGTON BOULEVARD  
P.O. BOX 10152  
STAMFORD, CONNECTICUT 06904-2152

## SPECIAL MEETING OF THE BOARD OF FINANCE

Pursuant to Sec. 6-20-2 of the City of Stamford Charter, Chair Richard Freedman and Vice-Chair Mary Lou Rinaldi called a special meeting of the Board of Finance on:

**Wednesday, April 26, 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: Laura Burwick, Dennis Mahoney and J.R. McMullen. Geoff Alswanger was excused.

OTHERS PRESENT: Matt Quinones, Katherine LoBalbo, Kevin Kelly, Mike Smith, Dr. Tamu Lucero, Kevin McCarthy, Sandy Dennies, Anthony Romano, Josie Carpanzano, Chris Dellaselva, Lou Casolo and Cindy Grafstein.

PUBLIC PARTICIPATION: There was none.

1. REVIEW AND DISCUSSION – FORECAST OF CONSTRUCTION COSTS AND SCHEDULE OF LONG-TERM FACILITIES PROJECTS (*Video 00:00:40*) \*\*\*Please reference video for full presentation\*\*\*  
Discussion of costs and schedule of Long-Term Facilities projects over the next three fiscal years though 6/30/26.

\*\*\*see item #3\*\*\*

2. REVIEW OF WESTHILL HIGH SCHOOL PROJECT

Discussion of cost and scope of the new Westhill High School. Discussion will include project oversight structure and the role of the Board of Finance in approving project scope and design.

\*\*\*see item #3\*\*\*

3. REVIEW OF CONSTRUCTION MANAGEMENT FOR LONG TERM FACILITIES PLAN

Discussion of structure to manage all Long-Term Facilities projects.

Katherine LoBalbo, Director of School Construction, and Kevin Kelly, Project Accountant – BOE School Construction, led the presentation and review/discussion of items #1, #2 and #3. *\*\*\*Please reference video for full presentation...link below\*\*\*.*

4. APPROVAL OF OWNER'S REP CONTRACT FOR WESTHILL HIGH SCHOOL PROJECT

Agreement between City of Stamford and Colliers Project Leaders USA NE, LLC for Owner's Representative for New Westhill High School (RFP No. 887). *(Video 01:48:08)*

Colliers will provide advisory services to the City throughout the entire construction process of the new Westhill High School, including the demolition of the existing school and related site improvements. The fee for these services shall be \$2,746,766.00, payable on either an hourly or lump sum basis, depending on the project phase. The City may, at its option, request additional Colliers staffing, the fee for which shall not exceed \$4,205,612.00. The City will also reimburse Colliers for certain expenses, not to exceed \$50,000.00.

<b>Action Requested:</b>	Approval of Agreement
<b>Submitted by:</b>	Mayor Caroline Simmons
<b>Attending:</b>	Chris Dellaselva, Assistant Corporation Counsel Matt Quinones, Director of Operations

*Motion to approve by Dennis Mahoney with modifications to: **Article 5**, Client shall designate the Director of Operations or his designee to act as the representative of client. Client shall be bound by any consent or approval given by said representative; **Article 7.1**, Add Director of Operations or his designee; **Article 7.14**, Modify "project manager" to "owner's representative". Motion seconded by J.R. McMullen. Vote passed unanimously, 5-0-0. *(Video 02:20:30)**

ADJOURNMENT: *(Video 02:23:03)*

Motion to adjourn by J.R. McMullen, seconded by Mary Lou Rinaldi. The meeting was adjourned at 9:23 p.m.

[This meeting is on video.](#)

*Tracy Donoghue*  
Tracy Donoghue  
Clerk of the Board