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## BOARD OF FINANCE

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## BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, August 10, 2023

Time: 7:00 p.m.

Via Zoom

### MINUTES

CALL TO ORDER: Chair, Richard Freeman called the meeting to order at 7:00 p.m. (*Video 00:00:10*)

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

OTHERS PRESENT: Tom Cassone, Al Cava, Dr. Tamu Lucero, Ryan Fealey, Lou Casolo, Katherine LoBalbo, Anita Carpenter, Elda Sinani, Tony Romano, Bill Klous, Chris Dellaselva and Lauren Meyer.

PUBLIC PARTICIPATION: There was none.

#### 1. MINUTES (*Video 00:01:36*)

Request for approval of Minutes of the following meetings:

07132023 Audit Committee Meeting  
07132023 Regular Monthly Meeting

Submitted by: Clerk, Board of Finance

***Motion to approve by J.R. McMullen, seconded by Laura Burwick. Vote passed unanimously, 5-0-0.***

2. BUDGET UPDATE – BOARD OF EDUCATION (Video 00:02:16)

Ryan Fealey, Director of Finance, Board of Education presented a brief update on the FY23 BOE budget. He noted that the BOE will be making closing adjustments over the next three weeks and will share the final pre-audit results in a written summary with the Board shortly after.

3. APPROVAL OF CONTRACT BETWEEN THE CITY AND ATTORNEY STEVEN MEDNICK FOR LEGAL ADVISORY SERVICES TO THE CITY'S 19<sup>TH</sup> CHARTER REVIEW COMMISSION (RFP. NO 881)(Video 00:07:37)

This contract was executed on October 24, 2022, to provide legal advisory services to the Charter Review Commission. No Board approvals were required at that time as Atty. Mednick's fees were estimated to be less than \$100,000 in total. His fees are now estimated at \$177,000 through the completion of his services in September/October of this year. Therefore, this contract must be approved by the Board of Finance and Board of Representatives per City Code of Ordinances Sec. 23-18.4.B.

**Action Requested:** Approval of Contract exceeding \$100,000  
**Amount:** \$177,000 (estimated)  
**Submitted by:** Mayor Simmons  
**Attending:** Thomas Cassone, Director of Legal Affairs

Tom Cassone presented this item and explained it was originally a contract awarded via RFP in October 2022 estimated with a budget not to exceed \$100,000. As the amount now exceeds \$100,00, approval is required from the Boards. Laura Burwick asked why the balance has continued growing beyond \$100,000 as the original contract states that permission to proceed must be obtained before going beyond \$100,000. Mr. Cassone could not confirm that the request was made before the budget passed \$100,000. Dennis Mahoney requested invoices and any monthly updates submitted by Counsel to pinpoint the time when the balance due exceeded \$100,000 and questioned why additional fees were accumulated before permission was granted to proceed. Chair Freedman noted that the contract stated that the CRC and legislative leadership would work with counsel to control costs and that no cost controls appear to have been instituted. Geoff Alswanger questioned the process that both the Charter Review Commission and Board of Representatives use to monitor and control the costs of Counsel. Board Members also requested cost summaries for past Charter Revision Committee's outside counsel.

***Motion to hold the item by Dennis Mahoney, seconded by Laura Burwick. Vote to hold passed 4-0-1. J.R. McMullen abstained. The item will be held until the 9/14/2023 Regular Monthly Meeting.***

**\*\*Motion to enter Executive Session to discuss items #4, #5 and #6 by Richard Freedman, seconded by Laura Burwick. Vote passed unanimously, 5-0-0. Executive Session began at 7:40 p.m.\*\*--\*\*Executive Session ended at 8:03 p.m.\*\*No motions were made. No votes were taken.**

*(Video "glitch" caused exclusion of the voting on #4, #5 and #6 and partial discussion of #7.)*

4. REQUEST FOR ADVISORY OPINION ON THE AGREEMENT BETWEEN THE CITY OF STAMFORD AND THE UAW LOCAL 2377 (Video 00:35:32)

The City of Stamford and UAW Local 2377 reached a three-year successor agreement to the agreement that expired on June 30, 2022. The length of the agreement will be from July 1, 2022, through June 30, 2025.

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

***Motion to provide a positive advisory opinion by Richard Freedman, seconded by Geoff Alswanger, vote passed unanimously, 5-0-0.***

5. REQUEST FOR ADDITIONAL APPROPRIATION – FY23/24 – UAW WAGE RETRO PAYOUT

This is a request to appropriate funds to pay the UAW retro wage increase obligations for FY22/23 per the proposed contract settlement.

<b>Action Requested:</b>	Approval of Appropriation
<b>Amount:</b>	\$565,862
<b>Fund/Budget:</b>	Fund Balance
<b>Submitted by:</b>	Al Cava, Director of Human Resources
<b>Attending:</b>	Al Cava

***Motion to approve by Geoff Alswanger, seconded by Dennis Mahoney. Vote passed unanimously, 5-0-0.***

6. REQUEST FOR ADDITIONAL APPROPRIATION – FY23/24 – UAW WAGE INCREASE

This is a request to appropriate funds from contingency to pay increased obligations for FY23/24 per the proposed contract settlement.

<b>Action Requested:</b>	Approval of Appropriation
<b>Amount:</b>	\$1,359,408
<b>Fund/Budget:</b>	Contingency
<b>Submitted by:</b>	Al Cava, Director of Human Resources
<b>Attending:</b>	Al Cava

***Motion to approve by Geoff Alswanger, seconded by Dennis Mahoney. Vote passed unanimously, 5-0-0.***

7. REQUEST FOR APPROVAL OF A CHANGE ORDER – DEMOLITION AND ABATEMENT OF THE OLD POLICE STATION – BID NO. S-6784 – CHANGE ORDER NO. 2 – ADDITIONAL ACM DISPOSAL

This is a request to approve a change order for additional cost for transportation and disposal of asbestos containing materials on the concrete foundation walls above what was included in the contract documents. Work was overseen and verified by both BL Companies (construction administrator) and Eagle Environmental (environmental monitoring consultant). *(Video 00:40:14)*

<b>Action Requested:</b>	Approval of Change Order
<b>Amount:</b>	\$290,404.76
<b>Fund/Budget:</b>	Bond (City)
<b>Submitted by:</b>	Louis Casolo, City Engineer
<b>Attending:</b>	Lou Casolo

Lou Casolo presented this item. He explained there was more asbestos-containing material once demolition started on the old police station and the foundation walls were exposed. The additional project cost is a result of the need to remove the asbestos material in a safe and legal manner.

***Motion to approve by Laura Burwick, seconded by Dennis Mahoney. Vote passed unanimously, 5-0-0.***

8. REQUEST FOR ADDITIONAL APPROPRIATION – FY23/24 – CITY OF STAMFORD HISTORICAL PRESERVATION ADVISORY COMMISSION (HPAC) (Video 00:50:21)

The City of Stamford Historic Preservation Advisory Commission (HPAC) will utilize grant funds to develop an informational brochure summarizing regulations and incentives for historic preservation projects. Grant funds will be utilized to contract a graphic designer to produce the brochure. Includes cost of office supplies, postage, printing and copying expenses. No City funds are required.

<b>Action Requested:</b>	Approval of Appropriation
<b>Amount:</b>	\$6,000
<b>Fund/Budget:</b>	100% Grant Funded
<b>Submitted by:</b>	Anita Carpenter, Grants Officer
<b>Attending:</b>	Anita Carpenter

***Motion to approve by J.R. McMullen, seconded by Geoff Alswanger. Vote passed unanimously, 5-0-0.***

9. REQUEST FOR A CAPITAL PROJECT APPROPRIATION – (CP0231) -- FY 22/23 – CITYWIDE DREDGING (Video 00:51:07)

The Cove marina and channel requires dredging, particularly after Superstorm Sandy, when the channel was substantially filled in and rendered barely navigable. Based on available grants and capital funding, the City ultimately split the dredging into two projects. Because of the nature of the dredge materials, each dredge requires different disposal protocols and permitting. The first dredge, funded with State Bonding money, was completed last winter.

<b>Action Requested:</b>	Approval of appropriation
<b>Amount:</b>	\$3,095,520
<b>Fund/Budget:</b>	Grant (State/CT Port Authority)
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Louis Casolo, City Engineer

Lou Casolo presented this item for the 2<sup>nd</sup> phase of dredging at Cove Island. This phase will remove more impacted material which needs to be taken to a landfill processing center.

***Motion to approve by Laura Burwick, seconded by Geoff Alswanger. Vote passed unanimously, 5-0-0.***

10. REQUEST FOR A CAPITAL PROJECT APPROPRIATION – (CP0114) -- FY 23//24 – STREET LIGHTING INFRASTRUCTURE UPGRADE (Video 00:53:04)

Per Department of Energy Pending Grant Award letter dated 7/12/23, the application reflects DOE funding amount of \$2,000,000, and City's non-federal cost share amount of \$2,000,000 for a total project amount of \$4,000,000. In the request for FY23/24 capital budget, the Engineering Department request was \$2M and Federal Grant request of \$2M. This was reduced to \$1M and \$1M for FY23/24 and \$1M and \$1M for FY24/25 after the request was submitted by the Department. To comply with DOE's request item 9, an additional appropriation in the amount of \$2M is being submitted to show the City's commitment to this project prior to the grant award.

<b>Action Requested:</b>	Approval of Appropriation
<b>Amount:</b>	\$2,000,000
<b>Fund/Budget:</b>	\$1,000,000 Grant (Federal) \$1,000,000 Bond (City)
<b>Submitted by:</b>	Louis Casolo, City Engineer
<b>Attending:</b>	Lous Casolo

***Vote to approve by Geoff Alswanger, seconded by J.R. McMullen. Vote passed unanimously, 5-0-0.***

11. REQUEST FOR A CAPITAL PROJECT APPROPRIATION – (001348) – FY 23/24 –EV INFRASTRUCTURE GRANT (Video 00:59:10)

This is a request for approval of a capital project appropriation to purchase and install 20 Dual-port Level 2 Chargers and two Dual-port DC Fast Chargers to be located at the Stamford Government Center, 888 Washington Blvd., Stamford. The City of Stamford was selected to receive a grant under Connecticut's Volkswagen (VW) EVSE ZEV Infrastructure Program (ZIP). *NOTE: The VW EVSE ZIP Grant is structured as a reimbursement. Award recipients will be required to demonstrate project completion, including payment for the project, before receiving awarded funds.*

<b>Action Requested:</b>	Approval of Appropriation
<b>Amount:</b>	\$860,565.20
<b>Fund/Budget:</b>	\$559,367.38 Grant (State) \$301,197.82 Bond (City)
<b>Submitted by:</b>	OPM
<b>Attending:</b>	William Klous, Fleet Manager

Bill Klous presented this item. The Board had questions related to operating cost, security and accessibility that couldn't be answered during this meeting. The item was held to the next BOF Regular Monthly Meeting on Wednesday, October 11, 2023, awaiting additional data.

***Motion to hold the item by J.R. McMullen, seconded by Laura Burwick. Vote to hold passed unanimously, 5-0-0. The item will be held until the 9/14/2023 Regular Monthly Meeting.***

12. REQUEST TO APPROVE A RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2023-2024 BY ADDING AN APPROPRIATION OF \$860,565.20 FOR THE EV INFRASTRUCTURE GRANT PROJECT (001348) AND AUTHORIZING \$301,197.82 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION (Video 01:11:10)

<b>Action Requested:</b>	Approval of Resolution
<b>Amount:</b>	\$860,565.20
<b>Fund/Budget:</b>	Bond (City)
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Tony Romano, Management Analyst, OPM

This item was held as it relates to Item #11.

***Motion to hold the item by Dennis Mahoney, seconded by J.R. McMullen. Vote to hold passed unanimously, 5-0-0. The item will be held until the 9/14/2023 Regular Monthly Meeting.***

13. REQUEST FOR A CAPITAL PROJECT APPROPRIATION -- (CP4000007) -- FY 23/24 – DAVENPORT RIDGE SCHOOL – LTFP DM/AR (Long Term Facility Plan, Deferred Maintenance/Asset Renewal) (Video 01:11:37)

This is a request to increase the grant appropriation to support Davenport School roof application for school construction.

<b>Action Requested:</b>	Approval of Appropriation
<b>Amount:</b>	\$770,930
<b>Fund/Budget:</b>	Grant (State)
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Katherine LoBalbo, Director of BOE School Construction Tony Romano, Management Analyst, OPM

***Motion to approve by Laura Burwick, seconded by Geoff Alswanger. Vote passed unanimously, 5-0-0.***

14. REQUEST TO APPROVE A RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2023-2024 BY ADDING AN APPROPRIATION OF \$770,930 FOR THE DAVENPORT RIDGE SCHOOL ROOF PROJECT (CP4000007) AND APPROVING THE ACCEPTANCE OF A STATE GRANT TO MEET SAID APPROPRIATION

(Video 01:15:38)

<b>Action Requested:</b>	Approval of Resolution
<b>Amount:</b>	\$770,930
<b>Fund/Budget:</b>	Grant (State)
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Tony Romano, Management Analyst, OPM

***Motion to approve by Laura Burwick, seconded by Geoff Alswanger. Vote passed unanimously, 5-0-0.***

15. REQUEST FOR A CAPITAL PROJECT PARTIAL CLOSEOUT – WESTHILL HIGH SCHOOL REPLACEMENT PROJECT (CP 1471) (Video 01:16:38)

Pursuant to Stamford City Code Section 8-2, a partial closeout of (CP1471) capital project: Westhill High School Replacement Project is recommended. This closeout is in conjunction with Items 16 and 17 to reflect an escalation in both the project cost from \$261 million to \$301 million and increase in the cost reimbursement from the state from 20% when originally approved to 80%. This item leaves in place bonding authorization for the City's 20% share of the total project cost. The partial closeout will leave sufficient funding to pay for the City's share.

<b>Action Requested:</b>	Approval to partially close out Capital Project (CP1471)
<b>Amount:</b>	\$200,775,758
<b>Fund/Budget:</b>	Bond (City)
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Tony Romano, Management Analyst, OPM

***No motion made. No vote taken.***

16. REQUEST FOR A CAPITAL PROJECT APPROPRIATION -- FY 23/24 -- WESTHILL HIGH SCHOOL REPLACEMENT PROJECT (CP 1471) (Video 01:27:56)

The State has approved an escalation in the project cost for the construction of a new Westhill High School at 125 Roxbury Road. This item authorizes the State's 80% share of the project.

<b>Action Requested:</b>	Approval of Appropriation
<b>Amount:</b>	\$241,051,110
<b>Fund/Budget:</b>	\$241,051,110 Grant (State)
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Tony Romano, Management Analyst, OPM

***Motion to approve by Dennis Mahoney, seconded by Geoff Alswanger. Vote passed unanimously, 5-0-0.***

17. REQUEST TO AMEND THE RESOLUTION ENTITLED “AMENDING THE CAPITAL BUDGET FOR FISCAL YEAR 2020-2021 BY ADDING AN APPROPRIATION OF \$261,038,536 FOR THE WESTHILL HIGH SCHOOL REPLACEMENT PROJECT AND AUTHORIZING \$261,038,536 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION” BY INCREASING THE APPROPRIATION BY \$40,275,352

(Video 01:28:31)

This item amends the capital budget for the Westhill High School replacement project by increasing the capital budget of \$261,038,536, approved in Fiscal Year 2020-2021, to \$301,313,888. The resolution also authorizes \$60,262,778 in general obligation bonds to pay for the City’s share of the project cost.

<b>Action Requested:</b>	Approval of Amended Resolution
<b>Amount:</b>	\$301,313,888
<b>Fund/Budget:</b>	\$60,262,778 Bond (City) \$241,051,110 Grant (State)
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Tony Romano, Management Analyst, OPM

***Motion to approve by Dennis Mahoney, seconded by Geoff Alswanger. Vote passed unanimously, 5-0-0.***

18. TRANSFER REQUEST – FY22/23 OPERATING BUDGET – DATA & INFORMATION SERVICES ADMINISTRATION (Video 01:29:02)

This is a request to allow OPM to transfer FY22/23 funds within a department.

<b>Action Requested:</b>	Approval of transfers
<b>Amount:</b>	\$13,600
<b>Fund/Budget:</b>	Data & Information Services Admin
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Elda Sinani, Director, OPM

***\*\*See item #22. Items 18 -22 were considered together.\*\****

19. TRANSFER REQUEST – FY22/23 OPERATING BUDGET – GOVERNMENT/MAYOR

This is a request to allow OPM to transfer FY22/23 funds within a department.

<b>Action Requested:</b>	Approval of transfers
<b>Amount:</b>	\$78,800
<b>Funds/Budgets:</b>	Government/Mayor
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Elda Sinani, Director, OPM

***\*\*See item #22. Items 18 -22 were considered together.\*\****

20. TRANSFER REQUEST – FY22/23 OPERATING BUDGET – OFFICE OF ADMINISTRATION

This is a request to allow OPM to transfer FY22/23 funds within a department.

<b>Action Requested:</b>	Approval of transfers
<b>Amount:</b>	\$158,100
<b>Fund/Budget:</b>	Administration
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Elda Sinani, Director, OPM

***\*\*See item #22. Items 18 -22 were considered together.\*\****

21. TRANSFER REQUEST – FY22/23 OPERATING BUDGET – OPERATIONS/ ADMINISTRATION

This is a request to allow OPM to transfer FY22/23 funds within a department.

<b>Action Requested:</b>	Approval of transfers
<b>Amount:</b>	\$181,000
<b>Fund/Budget:</b>	Operations/Administration
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Elda Sinani, Director, OPM

***\*\*See item #22. Items 18 -22 were considered together.\*\****

22. TRANSFER REQUEST – FY22/23 OPERATING BUDGET – PUBLIC SAFETY, HEALTH & WELFARE ADMINISTRATION

This is a request to allow OPM to transfer FY22/23 funds within a department.

<b>Action Requested:</b>	Approval of transfers
<b>Amount:</b>	\$277,000
<b>Fund/Budget:</b>	Public Safety, Health & Welfare Administration
<b>Submitted by:</b>	OPM
<b>Attending:</b>	Elda Sinani, Director, OPM

***Motion to approve items #18 - #22 by Geoff Alswanger, seconded by Richard Freedman. Vote passed 5-0-0.***

ADJOURNMENT: (Video 01:31:07)

Motion to adjourn by Laura Burwick, seconded by J.R. McMullen. The meeting was adjourned at 9:02 p.m.

[This meeting is on video.](#)

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