

MAYOR  
DAVID R. MARTIN



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CHAIR  
MARY LOU T. RINALDI  
VICE CHAIR  
GEOFF ALSWANGER  
FRANK CERASOLI  
DAVID MANNIS  
KIERAN M. RYAN

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## BOARD OF FINANCE

STAMFORD GOVERNMENT CENTER  
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### BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, April 8, 2021 – 7:00 p.m.

### MINUTES

CALL TO ORDER: Chair Richard Freedman called the meeting to order at 7:01 p.m.

MEMBERS PRESENT: RICHARD FREEDMAN, CHAIR; MARY LOU RINALDI, VICE CHAIR; MEMBERS GEOFF ALSWANGER; FRANK CERASOLI; DAVID MANNIS; AND KIERAN RYAN

OTHERS PRESENT: RYAN FEALEY; LYDA RUIJTER; MARK MCGRATH; HIDALGO NAGASHIMA; TARA PETROCELLI; CHRIS DELLASELVA; SANDRA DENNIES; CHUCK WILLIAMS; JAY FOUNTAIN; LOU CASOLO; ANTHONY ROMANO; AND DAVID WOODS

PUBLIC PARTICIPATION: *(Video: 00:01:28)*

Ms. Rowena Track, CEO of the Boys and Girls Club of Stamford, provided a short overview of the club's budget and activities.

#### REPORTS TO THE BOARD:

A. Contingency Update – FY 20-21

#### 1. MINUTES *(Video: 00:04:24)*

Request for approval of minutes of the following meetings:

Regular Monthly Meeting – March 11, 2021

Joint Public Hearing BOF and BOR Fiscal Committee – March 30, 2021

**Submitted by:** Clerk, Board of Finance

Motion to approve by Mr. Alswanger, seconded by Mr. Cerasoli passed unanimously 6-0-0.

2. POSSIBLE DISCUSSION ON BUDGET MATTERS WITH MAYOR DAVID MARTIN

The Mayor was not present.

3. BUDGET UPDATE – BOARD OF EDUCATION (Video: 00:05:53)

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

4. REQUEST FOR ADDITIONAL APPROPRIATION – HOMELAND SECURITY 18/19 – GRANT FUNDED

(Video:00:07:37)

Request for approval of an additional appropriation due to The State Department of Emergency Management and Homeland Security increasing the FY 18/19 grant by \$86,000. Additional funds will be allocated to the Bomb Squad and interoperable radio replacement projects. The City of Stamford will receive \$50,000 to act as the fiduciary agent for the Homeland Security grant.

**Action Requested:** Approval of additional appropriation  
**Amount:** \$86,000 24401876730: Homeland Security/Non Capital Equipment  
\$50,000 24402006610: Grants Management/Software Maintenance  
**Fund/Budget:** 100% grant funded  
**Submitted by:** Karen Cammarota, Grants Officer  
**Attending:** Sandra Dennies, Director of Administration

Ms. Dennies provided information on this grant appropriation; Mr. Fountain added that the funds would be placed in the Grants Fund.

Motion to approve by Ms. Rinaldi, seconded by Mr. Cerasoli passed unanimously 6-0-0.

5. REQUEST FOR ADDITIONAL APPROPRIATION – HISTORIC PRESERVATION – TOWN CLERK'S OFFICE (Video: 00:09:24)

Request for approval of an additional appropriation in order to restore and preserve the pages of the historical deed of the Town of Stamford dating back to 1667-1701. Custom cases need to be created for their protection and a digital copy will be provided for electronic access. The consultant with expertise in state and city historical documents determined that these are "extremely important records" of the history of our city and that this project is of very high priority.

**Action Requested:** Approval of additional appropriation  
**Amount:** \$15,180  
**Fund/Budget:** From: 24305053411041: Historic Preservation  
To: 24401493601: Historic Preservation/Contracted Services  
**Submitted by:** Lyda Ruijter, Town Clerk  
**Attending:** Ms. Ruijter

Ms. Ruijter provided more background on this effort and indicated that the historic document will be preserved and a framed copy will be placed on display.

Motion to approve by Mr. Cerasoli, seconded by Ms. Rinaldi passed unanimously 6-0-0.

6. REQUEST FOR ADDITIONAL APPROPRIATION – PRO SHOP SHARE AND BANK FEES – E. G. BRENNAN GOLF COURSE (Video: 00:12:33)

Request for approval of an additional appropriation per the contract with the golf shop by increasing the “Pro Shop Revenue Share” expenditure line item by \$120,000 and Bank Fees by \$15,000 using players’ revenue expected to be received in excess of the amount currently budgeted.

**Action Requested:** Approval of additional appropriation  
**Amount:** \$135,000  
**Fund/Budget:** Revenue  
**Submitted by:** Mark McGrath, Director of Operations  
**Attending:** Mr. McGrath; Hidalgo Nagashima, Superintendent of Greens

Messrs. McGrath and Nagashima provided information on the process and answered questions.

Motion to approve by Mr. Mannis, seconded by Mr. Alswanger passed unanimously 6-0-0.

7. APPROVAL – CDBG ANNUAL ACTION PLAN FOR YEAR 47 7/1/21 – 6/30/22 AND HOME INVESTMENT PROGRAM FUNDS – GRANT FUNDED (Video: 00:15:37)

Request for approval of the Annual Action Plan for Year 47: July 1, 2021 – June 30, 2022 for use of Community Development Block Grant (CDBG) and HOME Investment Partnerships Program funds totaling \$1,409,988.

**Action Requested:** Approval of plan  
**Amount:** \$970,410: CDBG  
\$439,578: HOME  
**Fund/Budget:** 100% grant funded - US Department of Housing and Urban Development  
**Submitted by:** Tara Petrocelli, Community Development Administrative Officer  
**Attending:** Ms. Petrocelli

Motion to approve by Mr. Cerasoli, seconded by Mr. Mannis passed unanimously 6-0-0.

8. APPROVAL OF TAX ABATEMENT AGREEMENT – ST. JOHN’S TOWER - **WITHDRAWN** (Video:00:18:43)

This request is for approval of a tax abatement agreement for St. John’s Tower, a non-profit moderate/low income property.

**Action Requested:** Approval of tax abatement agreement  
**Amount:**  
**Fund/Budget:** Revenues  
**Submitted by:** Mayor David Martin  
**Attending:** William Napolitano. Director, Tax and Revenue Collections; Chris Dellaselva, Esq., Assistant Corporation Counsel; Sandra Dennies (Tax Abatement Committee)

This item was withdrawn.

9. DISCUSSION - PROPOSED PROJECT COSTS – ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM (Video: 00:18:48)

Director of Administration Sandra Dennies and ERP Project Manager Chuck Williams provided a description of proposed project costs for the ERP system. There was also a discussion of the new information format that affords better analytics.

*To access the presentation given by Mr. Williams, please access the video at the end of this document.*

10. REQUEST FOR CAPITAL PROJECT APPROPRIATION – MILL RIVER GREENWAY (Video: 01:04:09)

This request is for a Capital Project 001231 appropriation for the design, permitting and construction of approximately 650 linear feet of publicly accessible Riverwalk parkland along the eastern bank of the Mill River, between Tresser Boulevard and Richmond Hill Avenue. (See related Items 11 and 12 below.)

**Action Requested:** Approval of Capital Project appropriation  
**Amount:** \$1,664,311.17  
**Fund/Budget:** \$1,164,311.17 – Capital non-recurring  
\$500,000 – City Bond  
**Submitted by:** Lou Casolo, City Engineer  
**Attending:** Anthony Romano, OPM Management Analyst; Mr. Casolo

Mr. Romano said this is part of the RBS land swap and the completion agreement presented to the BOF a couple of years ago. RBS allocated \$1.7 million for the project and the amount requested is the remainder of funds originally allocated. The \$500,000 is from a Capital Project closeout (Item 12).

Motion to approve by Mr. Mannis, seconded by Mr. Alswanger passed unanimously 6-0-0.

11. RESOLUTION AMENDING THE CAPITAL BUDGET FOR FISCAL YEAR 2020-2021 BY ADDING AN APPROPRIATION OF \$1,664,311.17 FOR THE MILL RIVER GREENWAY – TRESSER TO RICHMOND HILL PROJECT AND AUTHORIZING \$500,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION (Video:01:09:50)

Request for a resolution to amend the capital budget and the prior resolution to increase the amount of the appropriation by \$1,664,311.17 and to amend the prior resolution to increase the amount of general obligation bonds by \$500,000. (See related Items 10 above and 12 below.)

**Action Requested:** Approval of resolution  
**Amount:** \$1,164,311.17 – Capital non-recurring  
\$500,000 – City Bond  
**Fund/Budget:** \$1,164,311.17 – Capital non-recurring  
\$500,000 – City Bond  
**Submitted by:** Lou Casolo  
**Attending:** Messrs. Romano and Casolo

There was no discussion on this item.

Motion to approve by Mr. Mannis, seconded by Ms. Rinaldi passed unanimously 6-0-0.

12. RECOMMENDATION FOR CAPITAL PROJECT CLOSEOUT (Video: 01:10:12)

Pursuant to Stamford City Code Section 8-2, the partial closeout of the Mill River Phase 2 East Side Capital Fund Project CP8715 is recommended. (See items 10 and 11 above.)

**Action Requested:** Recommendation for capital project closeout  
**Amount:** \$500,000  
**Fund/Budget:** Capital Project CP8715  
**Submitted by:** Anthony Romano, OPM Management Analyst  
**Attending:** Mr. Romano

13. APPROVAL OF CONTRACT – RFQ #792 – AKRF, INC – BROAD STREET CORRIDOR SAFETY IMPROVEMENTS DESIGN (Video: 01:10:22)

This request is for approval of a contract for traffic planning engineering consulting services to the City of Stamford in connection with the Broad Street Corridor Safety Improvements Design (RFQ #792).

**Action Requested:** Approval of contract  
**Amount:** \$150,000  
**Fund/Balance:** Grant funded  
**Submitted by:** Mayor David Martin  
**Attending:** Mr. McGrath

Mr. McGrath said this work will be done on Broad Street between Atlantic Street and Greyrock Place, which has a high density walking population.

Motion to approve made by Mr. Cerasoli, seconded by Ms. Rinaldi passed unanimously 6-0-0.

14. APPROVAL OF BID WAIVER #1288 - REPLACEMENT OF SCALZI PARK ROPE CHALLENGE COURSE (Video: 01:12:43)

This request is for approval of Bid Waiver #1288 under Purchasing Ordinance Section 23-18.3B(1)(a) Reasonable/qualified or unique source as it is a specially designed course that was specifically designed for our Scalzi Park location.

**Action Requested:** Approval of a bid waiver  
**Amount:** \$123,744  
**Fund/Budget:** FEMA and insurance reimbursements  
**Submitted by:** Mark McGrath, Director of Operations  
**Attending:** Mr. McGrath

Mr. McGrath was present to answer questions posed by the Board.

Motion to approve by Mr. Freedman, seconded by Mr. Mannis passed unanimously 6-0-0.

15. APPROVAL OF ASSIGNMENT AND 2<sup>ND</sup> AMENDMENT OF LEASE AGREEMENT – ZODY'S 19<sup>TH</sup> HOLE (Video: 01:14:36)

This request is for approval of assignment and 2<sup>nd</sup> amendment of a lease agreement between the City of Stamford and Mohamed and Teresa Zohdy. Zody's will invest \$125,000 in the reconstruction/restoration of the premises and will pay a rental fee of \$86,000 per year beginning July 1, 2021.

**Action Requested:** Approval of assignment and 2<sup>nd</sup> amendment of lease agreement  
**Amount:** \$86,000 per year  
**Fund/Budget:**  
**Submitted by:** Mayor David Martin  
**Attending:** Mr. McGrath; Chris Dellaselva, Esq., Assistant Corporation Counsel

Mr. McGrath explained the conditions of the amendment of the lease agreement and the plans for reconstruction/restoration.

Motion to approve by Ms. Rinaldi, seconded by Mr. Alswanger passed unanimously 6-0-0.

16. APPROVAL OF AMENDMENT TO THE CITYWIDE PARKING STUDY (Video: 01:20:25)

This request is for approval of an amendment to the Citywide Parking Study to fund an addendum (Amendment #1) to the existing contract for the study currently being conducted by BFJ consultants, which is to study the feasibility of real-time parking management and information system for commuters at the Stamford Transportation Center.

**Action Requested:** Approval of amendment to study  
**Amount:** \$45,000  
**Fund/Budget:** C56241 – Traffic Management Studies  
**Submitted by:** Mayor David Martin  
**Attending:** David Woods, PhD, FAICP, Deputy Director of Planning

Mr. Woods said this amendment to the study is at the request of the Zoning Board as they need to study the parking around the train station in more detail.

Motion to approve by Mr. Alswanger, seconded by Mr. Mannis passed unanimously 6-0-0.

17. ADJOURNMENT (Video: 01:24:26)

On a motion by Ms. Rinaldi, seconded by Mr. Mannis, the meeting adjourned at 8:25 p.m.

The next Regular Meeting of the Board: Thursday, May 13, 2021 at 7:00 p.m.

***This Meeting is on Video***

***Cynthia R. Winterle***

***Cynthia R. Winterle***  
***Clerk of the Board***