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BOARD OF FINANCE

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BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, May 13, 2021 – 7:00 p.m.

MINUTES

CALL TO ORDER: Chair Richard Freedman called the meeting to order at 7:07 p.m.

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

OTHERS PRESENT: MAYOR DAVID MARTIN; KATHRYN EMMETT, ESQ.; AL CAVA; SANDRA DENNIES; JAY FOUNTAIN; DR. TAMU LUCERO; RYAN FEALEY; LOU CASOLO; CINDY GRAFSTEIN; MICHAEL RINALDI; KENDRA BROWN; OLYMPIA DELLA FLORA; JACKIE HEFTMAN; MICHAEL POLLARD; LAURA BURWICK; KAREN CAMMAROTA; ANTHONY ROMANO; MARK MCGRATH; JOSEPH GAUDET; FRANK PETISE; THOMAS MADDEN (left early); AND GLENN GOLLENBERG, PROJECT MANAGER, S/L/A/M ARCHITECTURAL; CHRISTINE O'HARE AND JEFF ELLIOTT, JCJ ARCHITECTS

PUBLIC PARTICIPATION: None

REPORTS TO THE BOARD: None

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

Request for approval of minutes of the following meetings:

Regular Monthly Meeting – April 8, 2021
Special Meeting to Approve the Budget – April 15, 2021
Special Meeting – April 29, 2021

Submitted by: Clerk, Board of Finance

Motion to approve by Ms. Rinaldi, second by Mr. Mannis passed unanimously (6-0-0).

2. POSSIBLE DISCUSSION ON BUDGET MATTERS WITH MAYOR DAVID MARTIN (Video: 00:01:19)

The Mayor asked the Board to enter Executive Session to discuss the current status of labor negotiations.

On a motion by Mr. Cerasoli, second by Mr. Alswanger, the Board of Finance entered Executive Session at 7:10 p.m. with the following present: Members Richard Freedman; Mary Lou Rinaldi; Geoff Alswanger; Frank Cerasoli; David Mannis and Kieran Ryan. Also present were Mayor David Martin, Kathryn Emmett, Esq. and Al Cava.

EXECUTIVE SESSION

At 7:45 p.m. the Board came out of Executive Session and Mr. Freedman said no votes were held and no decisions made.

Mayor Martin said we don't have all the details to discuss the 3rd quarter budget projections but believe we will be able to turn a small, as yet undetermined surplus this year.

3. DISCUSSION – INSTALLATION OF NEW DEDICATED OUTDOOR AIR SYSTEM (DOAS) – WESTOVER SCHOOL – STAMFORD PUBLIC SCHOOLS (Video: 00:03:30)

Mayor David Martin and City Engineer Lou Casolo briefed the Board on the installation of a new dedicated outdoor air system (DOAS) at Westover School.

Action Requested: Discussion
Submitted by: Mayor David Martin
Attending: Mayor Martin; Lou Casolo; and Laura Burwick

Mayor Martin gave an update and brief history of the mold problem at Westover School and the significant structural work that was completed to remedy the problem. The project cost \$28 million including the relocation of students to Elmcroft. He spoke on the work completed, current conditions. There is currently still mold above the ceiling in certain locations of the school, and the Mayor discussed air flow study results and challenges with controlling the humidity inside the building. A team was formed to study systems to control the humidity. Mr. Casolo explained different scenarios resulting from the air flow study. A dedicated outdoor air system was determined to be the best solution and would need to be in effect by September 1. Three DOAS systems have been ordered, two to be placed on the Westover roof and one on the ground. Cost estimations range from a low estimate of \$2.5 million to a high of \$3.6 million.

Questions were posed by members of the Board and answered by Mayor Martin and Mr. Casolo.

4. BUDGET UPDATE – BOARD OF EDUCATION (Video: 00:28:42)

Ryan Fealey, Director of Finance, Board of Education, provided a brief update on the BOE budget. He said that as of the end of March, it is estimated the operating budget will have a surplus of about \$3 million resulting mostly from reimbursements from Federal grants, lower-than-expected out-of-district special education tuition and savings on supplies and utilities due to the schools operating on the hybrid system. Mr. Fealey said the BOE's American Rescue Plan (ARP) allocation from the State will be \$32.6 million.

5. APPROVAL OF CAPITAL PROJECT 001233 APPROPRIATION – STAMFORD EARLY CHILDHOOD EDUCATION CENTER REPLACEMENT PROJECT – STAMFORD PUBLIC SCHOOLS (Video: 00:36:19)

This request is for approval of a Capital Project 001233 appropriation for construction of a Pre-K facility at 83 Lockwood Avenue. (See related item 7 below.) (Video: 00:00)

Action Requested: Approval of Capital Project 001233 appropriation
Amount: \$52,626,728
Fund/Budget: City Bond
Submitted by: Dr. Tamu Lucero, Superintendent of Schools
Attending: Dr. Lucero; Mr. Casolo; Ms. Cammarota

Mayor Martin gave a brief history of the School Facilities Planning and strategies for authorization of funding the Lockwood Avenue (\$52 million) and Westhill (\$261 million) projects. Mr. Casolo then discussed the Lockwood project, followed by Westhill project (See Item 6 – Agenda Item 7). He then introduced S/L/A/M Architecture Project Manager Glenn Gollenberg who gave a presentation on Lockwood. *For a complete summary, please view the video attached at the end of these minutes.*

Motion to approve by Mr. Alswanger, second by Mr. Freedman passed 5-1-0 with Ms. Rinaldi opposed.

Chair Freedman asked that agenda Item 7 be presented at this time.

ITEMS LISTED IN ORDER THEY WERE HEARD

6. (Agenda Item 7) APPROVAL OF CAPITAL PROJECT 001232 APPROPRIATION – WESTHILL HIGH SCHOOL REPLACEMENT PROJECT – STAMFORD PUBLIC SCHOOLS (Video: 01:27:19)

Request for approval of a Capital Project 001232 appropriation for construction of a new Westhill High School at 125 Roxbury Road. (See related item 9 below.)

Action Requested: Approval of Capital Project 001232 appropriation
Amount: \$261,038,536
Fund/Budget: City Bond
Submitted by: Dr. Tamu Lucero
Attending: Dr. Lucero; Mr. Casolo; Ms. Cammarota

Mr. Casolo introduced Jeff Elliott, Senior Project Designer with JCJ Architecture who gave a presentation on this Capital Project.

For a complete summary, please view the video attached at the end of these minutes.

Motion to approve by Ms. Rinaldi, second by Mr. Alswanger passed unanimously (6-0-0).

7. (Agenda Item 6) RESOLUTION AMENDING THE CAPITAL BUDGET FOR FISCAL YEAR 2020-21 BY ADDING AN APPROPRIATION OF \$52,626,728 FOR THE STAMFORD EARLY CHILDHOOD EDUCATION CENTER REPLACEMENT PROJECT AND AUTHORIZING \$52,626,728 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION (See related item 5 above.)

(Video: 02:01:12)

Action Requested: Issuance of resolution
Amount: \$52,626,728
Fund/Budget: City Bond
Submitted by: Tony Romano, Management Analyst, OPM
Attending: Mr. Romano

Motion to approve by Mr. Alswanger, second by Mr. Freedman passed 5-1-0 with Ms. Rinaldi opposed.

8. RESOLUTION AMENDING THE CAPITAL BUDGET FOR FISCAL YEAR 2020-21 BY ADDING AN APPROPRIATION OF \$261,038,536 FOR WESTHILL HIGH SCHOOL REPLACEMENT PROJECT AND AUTHORIZING \$261,038,536 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION (See related item 6 above.) (Video: 02:02:31)

Action Requested: Issuance of resolution
Amount: \$261,038,536
Fund/Budget: City bond
Submitted by: Tony Romano
Attending: Mr. Romano

Motion to approve by Ms. Rinaldi, second by Mr. Cerasoli passed unanimously (6-0-0).

9. REQUEST FOR AGREEMENT – 3RD AMENDMENT TO LEASE – CONGRESSMAN JAMES HIMES

(Video: 02:03:07)

Request for approval of a 3rd agreement to lease agreement with Congressman Himes for 966 square feet of office space on the 10th floor of the Government Center. The term of the lease will run through January 2, 2023.

Action Requested: Approval of 3rd amendment to lease agreement
Amount: \$1,796.47 per month
Submitted by: Mayor David Martin
Attending: Mark McGrath, Director of Operations

There was no discussion on this item.

Motion to approve by Ms. Rinaldi, second by Mr. Mannis passed 5-1-0 with Mr. Ryan opposed.

10. REQUEST FOR TRANSFER – FILLING VACANCIES – TRANSPORTATION DEPARTMENT

(Video: 02:04:31)

Due to the difficulty in filling vacancies in the Transportation Department, specifically Signal Engineers, the temporary plan is to transfer Salaries money to Purchased Other Services in order to contract with WESTCOG, which is able to provide these services.

Action Requested: Approval of transfer
Amount: \$24,000
Fund/Budget: From: 01422101100 Trans. Plan & Eng/Salaries
To: 01422103601 Trans. Plan & Eng/Contracted Services
Submitted by: Mark McGrath, Director of Operations
Attending: Mr. McGrath

This item was WITHDRAWN.

11. REQUEST FOR ADDITIONAL APPROPRIATION – HEALTH DEPARTMENT – COVID 19 VACCINE CLINIC REIMBURSEMENT – GRANT FUNDED (Video: 02:04:44)

The Centers for Disease Control has provided funds to reimburse local health departments for vaccine clinic supplies. Eligible expenditures include refrigerators/freezers, data loggers, bar code scanners and PPE. Funds are passed through the CT Department of Health.

Action Requested: Approval of additional appropriation
Amount: \$7,400
Fund/Budget: 100% grant funded
Submitted by: Karen Cammarota, Grants Officer
Attending: Ms. Cammarota

Motion to approve by Ms. Rinaldi, second by Mr. Mannis passed unanimously (6-0-0).

12. REQUEST FOR ADDITIONAL APPROPRIATION – COVID 19 CORONA VIRUS-RELATED EXPENSES – PUBLIC HEALTH EMERGENCY – GRANT FUNDED (Video: 02:05:28)

FEMA has completed initial review of Stamford's COVID-related expenses for the period March-June 2020. This appropriation is based on the revised 75% reimbursement rate for the expenditures which have been tentatively approved.

Action Requested: Approval of additional appropriation
Amount: \$200,300 Public Health Emer/Overtime
\$ 4,000 Public Health Emer/Seasonal
\$ 7,800 Public Health Emer/Social Security
\$394,200 Public Health Emer/Program Supplies
\$ 9,600 Public Health Emer/Equipment Rental
\$ 38,600 Public Health Emer/Contracted Services
\$654,500
Fund/Budget: CARES Act funds (FEMA)
Submitted by: Dr. Jennifer Calder
Attending: Ms. Cammarota

Ms. Cammarota said FEMA disallowed the amount requested and authorized \$460,000. She said the City will appeal this action and will adjust the next grant funds received should the appeal be denied. The Board voted on the full amount of \$654,500 based on the funds having already been spent.

Motion to approve by Mr. Cerasoli, second by Mr. Mannis passed unanimously (6-0-0).

13. REQUEST FOR ADDITIONAL APPROPRIATION – COVID 19 VACCINE PROGRAM – GRANT FUNDED (Video: 02:08:24)

Request for approval of an additional appropriation for promoting COVID vaccines to underserved communities.

Action Requested: Approval of additional appropriation
Amount: \$1,842,720
Fund/Budget: Grant funded – CT Department of Health
Submitted by: Dr. Jennifer Calder, Director of Health
Attending: Ms. Cammarota

Ms. Cammarota said the City partnered with CHD and community agency family centers and hired a Stamford Hospital vaccine coordinator to promote COVID vaccines to underserved communities.

Motion to approve by Mr. Alswanger, second by Mr. Mannis passed unanimously (6-0-0).

14. REQUEST FOR ADDITIONAL APPROPRIATION – FAPERN UPGRADE - GRANTS OFFICE (Video: 02:11:39)

The Fairfield County Chiefs of Police Association has requested that the City of Stamford act as the fiduciary agent for the upgrade of the FAPERN radio system. All funding will be provided by the Association. The FAPERN System provides Stamford and the other Fairfield County police department with the ability to provide interoperability during the following types of incidents:

- a. A large-scale emergency incident that requires a multi-agency, multi-jurisdictional response (e.g., a natural disaster such as a hurricane, a terrorist incident involving weapons of mass destruction).
- b. Everyday response-level communications to emergency or urgent incidents that require mutual aid response from multiple agencies.
- c. Special event control activities, generally of a pre-planned nature, involving joint participation of two or more agencies.
- d. Drills, maintenance, and test exercise.

Action Requested: Approval of additional appropriation
Amount: \$466,405
Fund/Budget: Grant funded
Submitted by: Joseph Gaudett, Emergency Communications Director
Attending: Mr. Gaudett

Mr. Gaudett provided some background on this effort and said the City first undertook this project back in 2007-2008.

Motion to approve by Mr. Cerasoli, second by Ms. Rinaldi passed unanimously (6-0-0).

15. REQUEST FOR CAPITAL PROJECT 001234 APPROPRIATION – 360 DEGREE VIDEO DETECTION SYSTEM – GRANT FUNDED (Video: 02:13:57)

The 360 Degree Video Detection System funding will provide for video detection at 70 of the City's 211 signalized intersections. Video detection replaces the induction loop detection systems in pavement which have a negative impact on the pavement and are also frequently broken from pavement wear and tear, weather conditions, and utility cuts. 360 Degree Video Detection systems have proven to be reliable with easier installation, programming, operation and maintenance. Additionally, the accuracy of the traffic data collection feature of this detection system is very beneficial for our ongoing traffic engineering and traffic control operations.

Action Requested: Approval of Capital Project 001234 appropriation
Amount: \$2,482,680
Fund/Budget: State grant
Submitted by: Frank Petise, Interim Chief, Transportation Bureau
Attending: Mr. Petise

Motion to approve by Mr. Alswanger, second by Cerasoli approved unanimously (6-0-0).

16. REQUEST FOR CAPITAL PROJECT 001235 APPROPRIATION – LOWER SUMMER STREET IMPROVEMENTS – GRANT FUNDED (Video: 02:15:44)

The \$600,000 Community Connectivity Grant Project will transform Lower Summer Street (Broad Street to Main Street) into a promenade facilitating more foot traffic for local businesses. The project encompasses a multi-modal design of Lower Summer Street and complements the "Complete Streets" policy that was adopted in 2015 by the Board of Representatives. The project includes: widening sidewalks on both sides of Lower Summer Street; the installation of prominent wayfinding signs to highlight nearby parking structures; installation of a canopy of lights hanging over the roadway to facilitate pedestrian lighting; installation of a raised intersection to increase pedestrian safety; an improved connection to Kiwanis Park; and a dedicated bike lane on Summer Street.

Action Requested: Approval of Capital Project 0123 appropriation
Amount: \$600,000
Fund/Budget: State grant - Transportation
Submitted by: Frank Petise
Attending: Mr. Petise

Motion to approve by Mr. Alswanger, second by Mr. Cerasoli passed unanimously (6-0-0).

17. AGREEMENT – SPRINGDALE TRAIN STATION TOD IMPROVEMENTS DESIGN SERVICES (RFP #767) – WSP USA, INC. (Video: 002:18:13)

Request for approval of an agreement between the City of Stamford and WSP USA, Inc. for contract design services for the Springdale Train Station TOD Improvements.

Action Requested: Approval of agreement
Amount: \$209,411
Funding: Grant funded
Submitted by: Frank Petise
Attending: Mr. Petise

Mr. Petise was available for any questions.

Motion to approve by Mr. Cerasoli, second by Ms. Rinaldi passed unanimously (6-0-0).

18. REQUEST FOR CAPITAL PROJECT CP9051 APPROPRIATION – HVAC UPGRADE – OLD TOWN HALL (Video: 02:19:48)

Request for approval of Capital Project CP9051 appropriation to upgrade HVAC on first, second and third floors of the Old Town Hall. (See related item 19 below.)

Action Requested: Approval of Capital Project 9051 appropriation
Amount: \$475,000
Fund/Budget: Capital Non-Recurring
Submitted by: Thomas Madden, Director, Economic Development
Attending: Mr. Madden (left early) Anthony Romano

Mr. Romano said the upgrade was necessary due to the inefficiency of the system.

Motion to approve by Mr. Alswanger, second by Mr. Cerasoli passed unanimously (6-0-0).

19. RECOMMENDATION FOR CAPITAL PROJECT (CP9051) CLOSEOUT – HVAC UPGRADE – OLD TOWN HALL (Video: 02:22:09)

Pursuant to Stamford City Code Section 8-2, the partial closeout of the following Capital Fund Project (CP9051) HVAC Upgrade is recommended. (See related item 18 above.)

Action Requested: Recommendation for capital project closeout
Amount: \$475,000
Fund/Budget: Bond
Submitted by: Anthony Romano, OPM Management Analyst
Attending: Mr. Romano

No vote was required on this item.

20. REQUEST FOR CAPITAL PROJECT 0123 APPROPRIATION – WEST BEACH BOAT RAMP REPLACEMENT – GRANT FUNDED (Video: 02:22:17)

This request is for an appropriation for the West Beach Boat Ramp replacement project which includes replacement of the existing boat ramp, dredging, timber jetty repair, and parking lot improvements. New boat ramp will have all-tide access (and therefore all-tide emergency access), be wide enough to accommodate two (2) boats at once, and include an additional floating dock.

Action Requested: Approval of Capital Project 0123 appropriation
Amount: \$1,363,847
Fund/Budget: State grant
Submitted by: Erin McKenna, Senior Planner in Land Use Bureau
Attending: Lou Casolo, City Engineer; Ms. McKenna

Mr. Casolo was present for any questions on this appropriation.

Motion to approve by Mr. Ryan, second by Ms. Rinaldi passed unanimously (6-0-0).

21. REQUEST FOR CAPITAL PROJECT CP8701 APPROPRIATION – JOHN BOCCUZZI PARK @ SOUTHFIELD (Video: 02:23:40)

Request for approval of Capital Project 8701 for Boccuzzi Park Phase One which includes utility connections to the future Harbor Education Center, parking lot relocation out of the floodplain, relocated entrance to be opposite Congress Street, driveway with turnaround, pathways, sidewalks, waterfront improvements, a dune environment adjacent to the water's edge, grading, drainage, lighting, and landscaping.

Action Requested: Approval of Capital Project 8701 appropriation
Amount: \$1,064,300.42
Fund/Budget: \$792,115.42 Escrow Account
\$272,185.00 NFWF grant
Submitted by: Lou Casolo
Attending: Mr. Casolo

Mr. Casolo said the funding comes from a private contribution in combination with the National Wildlife Fund grant through Soundwaters.

Motion to approve by Mr. Mannis, second by Mr. Cerasoli passed unanimously (6-0-0).

22. PROFESSIONAL SERVICES AGREEMENT – EDUCATIONAL FACILITY ASSESSMENT, DEMOGRAPHIC STUDY AND MASTER PLAN COLLABORATION – RFP #826 – BETWEEN S/L/A/M COLLABORATIVE, INC. AND THE CITY OF STAMFORD (Video: 02:25:19)

This request is for approval of a contract between the City of Stamford and S/L/A/M, Architects (RFP #826) for an educational facility assessment, demographic study and master plan collaboration.

Action Requested: Approval of agreement
Amount: \$398,000
Submitted by: Dr. Tamu Lucero, Superintendent of Schools
Attending: Mr. Casolo

Mr. Casolo said this firm was chosen from eleven vendors and the study is for all schools in our school system, with the exception of Lockwood Avenue and Westhill.

Mr. Freedman, who sat on the RFP committee, said it was a very thorough process, with eleven RFP responses. Mr. Alswanger complimented the City's comprehensive unified approach to looking at our schools.

Motion to approve by Mr. Alswanger, second by Mr. Freedman passed unanimously (6-0-0).

23. THIRD QUARTER FINANCIAL PROJECTIONS – FY 20-21 (Video: 00:00)

Jay Fountain, Director of OPM, will review the FY 2020-21 third-quarter financial results and projections.

This item was not ready for review. It will be presented next month.

24. ADJOURNMENT (Video: 00:00)

On a motion by Ms. Rinaldi, second by Mr. Cerasoli, the meeting adjourned at 10:15 p.m.

[This Meeting is on Video](#)

The next Regular Meeting of the Board: Thursday, June 10 at 7:00 p.m.

Cynthia R. Winterle

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

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