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BOARD OF FINANCE

STAMFORD GOVERNMENT CENTER
888 WASHINGTON BOULEVARD
P.O. BOX 10152
STAMFORD, CONNECTICUT 06904-2152

BOARD OF FINANCE REGULAR MONTHLY MEETING Wednesday, November 10, 2021 Time: 7:00 p.m.

Place: This meeting will be held remotely and can be accessed by computer, tablet, or smartphone at <https://us02web.zoom.us/j/82806175039> or by telephone at 1 646 558 8656 – Meeting ID: 828 0617 5039

AMENDED AGENDA

CALL TO ORDER: Chair Richard Freedman

MEMBERS PRESENT:

PUBLIC PARTICIPATION:

REPORTS TO THE BOARD:

1. MINUTES

Request for approval of minutes of the following meeting:

Special Joint Meeting with Planning Board – October 12, 2021
Regular Monthly Meeting – October 14, 2021
Special Meeting – October 20, 2021
Special Meeting – October 25, 2021

Submitted by: Tracy Donoghue, Clerk, Board of Finance

2. POSSIBLE DISCUSSION – MAYOR DAVID MARTIN

Mayor David Martin may address the Board of Finance on pending issues.

3. BUDGET UPDATE – BOARD OF EDUCATION

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

4. REVIEW OF FY2021 DRAFT ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR, formerly CAFR)

Review of the FY2021 draft ACFR prepared by external auditors, Clifton Larson Allen, LLP. Members of the CLA firm will be present to answer any questions.

Action Requested: Review
Submitted by: Board of Finance
Attending: David Yanik, Controller
Nikoleta McTigue and Santo Carta, Auditors, CLA

5. APPROVAL OF CONTRACT – BETWEEN THE CITY OF STAMFORD AND HART HALSEY LLC d/b/a EXTRA DUTY SOLUTIONS -

Requesting approval of an agreement (City’s RFP #831) for Administrative Services for the Police Department Extra Duty Employment

Action Requested: Approval of Agreement
Amount: \$215,000 (Annual Rate)
Fund: Operating
Submitted by: Sandy Dennies, Director of Administration
Attending: Sandy Dennies, Scott Duckworth

6. RESUBMISSION FOR APPROVAL OF LEASE AGREEMENT – 83 LOCKWOOD AVENUE, STAMFORD – DOMUS KIDS, INC.

This request is for approval of a lease agreement between the City of Stamford and Domus, Inc. with an initial term of three (3) years commencing retroactively on July 1, 2019, and terminating June 30, 2022. The term will automatically renew for one year every year thereafter unless terminated by either party.

Action Requested: Approval of lease agreement
Amount: \$55,008 per year in monthly installments of \$4,584
Submitted by: David Martin, Mayor
Attending: Cindy Grafstein, Special Assistant to the Mayor

7. REQUEST FOR ADDITIONAL APPROPRIATION – LAW WAGE RETRO PAYOUT

Request to appropriate to fund the LAW Retro wage increase obligation for FY20/21 per a recent contract settlement.

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| Action Requested: | Approval of appropriation |
| Amount: | \$22,170 |
| Fund/Budget: | Fund Balance |
| Submitted by: | David Martin, Mayor |
| Attending: | Sandy Dennies, Director of Administration Jay Fountain, Director, OPM |

8. REQUEST FOR ADDITIONAL APPROPRIATION – LAW WAGE INCREASE FY20/21 AND FY 21/22

Request to appropriate funds per the increased obligations for FY20/21 and FY21/22 per a recent contract settlement.

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| Action Requested: | Approval of appropriation |
| Amount: | \$52,348 |
| Fund/Budget: | Contingency |
| Submitted by: | David Martin, Mayor |
| Attending: | Sandy Dennies, Director of Administration Jay Fountain, Director, OPM |

9. REQUEST FOR APPROPRIATION – LEGAL FEES

There have been unanticipated expenses incurred after the FY21/22 budget was adopted and there are continuing significant expenses for existing matter.

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| Action Requested: | Approval of appropriation |
| Amount: | \$350,000 |
| Fund/Budget: | Contingency |
| Submitted by: | David Martin, Mayor |
| Attending: | Sandy Dennies, Director of Administration Jay Fountain, Director, OPM |

10. REQUEST FOR ADDITIONAL APPROPRIATION – COMMUNITY POLICING DEVELOPMENT - FY21/22 – GRANT FUNDED

Funds will be utilized to assist the Stamford Police Department’s Accreditation status mandated by “An Act Concerning Police Accountability Bill” that was passed into law by the Connecticut General Assembly. Funds will be utilized for police, overtime and contracting with a license document management software provider to store department policies and disseminate them to the entire department. No additional city funds are required.

Action Requested: Approval of additional appropriation
Amount: \$74,873.
Fund: 100% Grant Funded
Submitted by: Sandy Dennies, Director of Administration
Attending: Sandy Dennies, Jay Fountain, Anita Carpenter

11. REQUEST FOR ADDITIONAL APPROPRIATION- POLICE ACTIVITIES LEAGUE (PAL)

Funds will be utilized to implement a pilot Police Activities League (PAL) Program at Chester Addison Center geared towards high risk youth. The goal of the program is to reduce violent behavior among youth while simultaneously building positive relationships with the police officers. Funds will be utilized to hire a civilian employee to manage the program, purchase supplies and overtime for police officers. No city funding is required.

Action Requested: Approval of additional appropriation
Amount: \$124,994
Fund/Budget: 100% Grant Funded
Submitted by: Sandy Dennies, Director of Administration
Attending: Sandy Dennies, Jay Fountain, Anita Carpenter

12. REQUEST FOR ADDITIONAL APPROPRIATION – JUSTICE ASSISTANCE

Grant funds will be utilized to contract with a qualified vendor to provide Crisis Intervention Training (CIT) to new police hires and to civilian Public Safety Dispatchers and police headquarters front desk personnel. Funds will also be utilized to cover partial overtime costs for police officers to conduct Roll Call Training and Medical Bag Training. No additional city funds are required.

Action Requested: Approval of additional appropriation
Amount: \$39,747
Fund/Budget: 100% Grant Funded
Submitted by: David Martin, Mayor
Attending: Sandy Dennies, Director of Administration
Jay Fountain, Director, OPM
Timothy Shaw, Chief of Police

13. REQUEST FOR ADDITIONAL APPROPRIATION – DISTRACTED DRIVING GRANT

This grant will decrease fatalities and injuries as a result of crashes caused by driver distraction, especially those caused by hand held mobile phone use. Enforcement will be increased on an overtime basis. No additional city funds are required.

Action Requested: Approval of additional appropriation
Amount: \$57,827
Fund/Budget: 100% Grant Funded
Submitted by: David Martin, Mayor
Attending: Sandy Dennies, Director of Administration
Jay Fountain, Director, OPM
Timothy Shaw, Chief of Police

14. REQUEST FOR A RESOLUTION AMENDING THE CAPITAL BUDGET FOR FY 21/22 BY ADDING AN APPROPRIATION OF \$150,000 FOR (C56139), THE PLAYGROUND REHABILITATION PROJECT, AND AUTHORIZING \$150,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION.

Action Requested: Issuance of resolution
Amount: \$150,000
Fund/Budget: Bond (City)
Submitted by: David Martin, Mayor
Attending: Sandy Dennies, Director of Administration
Jay Fountain, Director, OPM

15. REQUEST FOR CAPITAL CLOSEOUT – (CP8700) – LIONE PARK CAPITAL UPGRADE

Pursuant to Stamford City Coda Section 8 – 2, a partial closeout is recommended.

Action Requested: Capital Project Closeout
Amount: \$361,028.49
Fund: (CP8700) Lione Park Capital Upgrade
Submitted by: David Martin, Mayor
Attending: Anthony Romano

16. REQUEST FOR CAPITAL PROJECT (C56139) APPROPRIATION – PLAYGROUND REHABILITATION

Two bids for S-6843/Courtland Playground Construction were submitted on October 4, 2021. The low bid is \$606,000. This playground is in poor condition, and serves a large, underserved community. Parks has \$385,000 in the C56139 – Playground Rehabilitation, an account available for upgrades and repairs to all 20 playgrounds. To award this contract we will need to substantially drain this and the other applicable Parks accounts. We seek \$150,000 from the partial close out of (CP8700 –Lione Park Capital Upgrade) to keep from zeroing some of the balances.

Action Requested: Approval of appropriation
Amount: \$350,000
Fund/Budget: Bond (City)
Submitted by: David Martin, Mayor
Attending: Sandy Dennies, Director of Administration
Jay Fountain, Director, OPM

17. TRANSFER REQUEST – YEAR END FY20/21 BOF TRANSFERS – VACCINE EQUITY PARTNERSHIP/SEASONAL

Action Requested: Transfer of Funds
Amount: \$46,505
(\$36,505 to Vaccine Equity Partnership/Non cap. Equipment)
(\$10,000 to Vaccine Equity Partnership/Educ. & Training)
Fund: Vaccine Equity Partnership/Seasonal
Submitted by: Jody Bishop-Pullan, Acting Department Director
Attending: Jay Fountain, Director, OPM

18. FIRST QUARTER FINANCIAL PROJECTIONS: FY 21/22

Jay Fountain, Director of OPM, will review the FY 21/22 first-quarter financial results and projections.

Action Requested: Update
Fund/Budget: FY 21/22
Submitted by: Jay Fountain, Director, OPM
Attending: Jay Fountain

19. REQUEST FOR ADVISORY OPINION ON STAMFORD EDUCATION ASSOCIATION (SEA) TENTATIVE AGREEMENT

Action Requested: Advisory Opinion
Submitted by: Christopher Soules, Esq., Interim Executive Director of Human Resources, Stamford Public Schools
Attending: Christopher Soules

Tracy Donoghue

**Tracy Donoghue
Clerk of the Board**

Anyone requiring an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in this meeting should contact the ADA Coordinator as soon as possible:
Ellen Bromley, ADA Coordinator, City of Stamford Department of Social Services,
888 Washington Boulevard, Stamford, CT 06901 (203) 977-4122