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BOARD OF FINANCE
STAMFORD GOVERNMENT CENTER
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P.O. BOX 10152
STAMFORD, CONNECTICUT 06904-2152

AGENDA

Thursday, December 14, 2017 - 7:00 PM
Board of Finance Meeting Room, 4th Floor

Call to Order: Chairman (*Video 00:00:00*)

Pledge of Allegiance: Chairman

Approval of Minutes:

1. November 14, 2014 Audit Committee Meeting (6 p.m.)
2. November 14, 2014 Regular Monthly Meeting (7 p.m.)

(*Video: 00:00:00*)

Public Participation:

Reports to the Board:

Audit Committee Meeting – 6:00 p.m.

Special Meeting of the Board – December 14, 2017 6:30 p.m.

Board of Finance and Administration Transfer Report (not available at time of printing)

OFFICE OF THE MAYOR

Possible Discussion – Pending Contract Negotiations

<i>Item 1</i>	The Mayor may address the Board of Finance in executive session on any pending contract negotiations.	
	Action Requested:	Possible Discussion
	Amount:	
	Fund/Budget:	
	Submitted by:	Mayor David Martin

OFFICE OF ADMINISTRATION

Safe Debt Limit

<i>Item 2</i>	Approval of Board of Finance Resolution concerning Certificate of Safe Debt Limit for Fiscal Year 2018-2019. <u><i>This information will be forwarded to the Board prior to the meeting.</i></u>	
	Action Requested:	Approval of Safe Debt Limit
	Amount:	
	Fund/Budget:	Capital
	Submitted by:	Michael Handler, Director of Administration
	Video: 00:00	Michael Handler

OFFICE OF LEGAL AFFAIRS

Purchase and Sales Agreement – 328 Greenwich Avenue, Stamford

<i>Item 3</i>	Request for Approval of an agreement between Louis Katsos and Nick Rassias and the City of Stamford for the sale and conveyance of real property commonly known as 328 Greenwich Avenue, Stamford, CT. The sellers, Messrs. Katsos and Rassias, agree to sell and convey this property to the City of Stamford, which agrees to purchase the property for a purchase price of \$370,000. The City proposes to implement the Greenwich Avenue at Selleck Street/Southfield Avenue Intersection Improvements Project to improve pedestrian and traffic safety and operations. The plan is to widen and realign all four approaches to the intersection corners to include left-turn lanes on south- and north-bound approaches to the intersection. A copy of the plan is attached as Exhibit 3.	
	Action Requested:	Approval of Agreement
	Amount:	\$370,000
	Fund/Budget:	
	Submitted by:	Mayor David Martin
	Video: 00:00:00	Attending: Kathryn Emmett (TBC)

Land Swap – City of Stamford and Build Land Technology (BLT)

<i>Item 4</i>	Request for Approval of a land swap to secure a public walkway along the East Branch connecting the north end of Woodland Cemetery to Kosciuszko Park, thereby connecting the East Branch to the West Branch, which will eventually connect to the Mill River Park Trail. One of the sticking points has been how to connect out of Woodland Cemetery to Kosciuszko Park. To enhance this connection, this proposal is a straight land swap of a 20,000 square foot parcel of land adjacent to the Build Land Technology (BLT) building and the City-owned land in front of it of 20,000 square feet adjacent to the Woodland Cemetery. These efforts are ongoing between the City and the Woodland Cemetery Association.	ON HOLD UNTIL JANUARY MEETING
	Action Requested: Approval of land swap	
	Amount: None	
	Fund/Budget: -	
	Submitted by: TBD	
	Video: 00:00:00 This item was placed on hold at the September 19, 2017, meeting of the Board because the Planning Board had not reviewed it. The Planning Board has since reviewed and approved the request.	

GRANTS

Update – Status of Capital Grant Receivables

<i>Item 5</i>	Karen Cammarota, Grants Officer, will present an updated report on the progress of the grant payment issues. Her last report was September 19, 2017.	DISCUSSION
	Action Requested: Discussion	
	Amount:	
	Fund/Budget:	
	Submitted by:	
	Video: 00:00:00 Attending: Karen Cammarota, Grants Officer	

OFFICE OF PUBLIC SAFETY, HEALTH AND WELFARE

Supplemental Capital Project Appropriation – Affordable Housing/Zoning Initiative

<i>Item 6</i>	Request for a supplemental Capital Project Appropriation which represents a fee-in-lieu payment approved by the Stamford Zoning Board on October 31, 2017 (see attached Zoning Certificate). Said funds will be used to support development of housing affordable to persons and families of low and moderate income as per Connecticut General Statute, Sec. 8-2i.	
	Action Requested: Approval of Supplemental Capital Project Appropriation	
	Amount: \$248,472	
	Fund/Budget: C46580 – Private Contribution	
	Submitted by: Ellen Bromley, Director of Social Services	
	Video: 00:00:00 Attending: Jay Fountain; Ellen Bromley	

Additional Appropriation - Police Vehicle Maintenance

<i>Item 7</i>	<p>Request for an additional appropriation to fully fund the full-year salary for the position of Supervisor of Vehicle Maintenance. This appropriation would cover the estimated full-year salary of \$92,940. This item was presented at the November 14, 2017, meeting of the Board of Finance (BOF). There was a discussion in which Mr. Fountain and Mike Scacco, Fleet Manager, provided information on the scope of work required for this position and answered questions.</p> <p>The Board voted to hold this item until the December meeting and invited representatives of the Police Department to participate so a broader understanding of this request can be obtained.</p>	
	Action Requested:	Approval of Additional Appropriation
	Amount:	\$50,000
	Fund/Budget:	Contingency - 2123 – Police Vehicle Maintenance
	Submitted by:	Ernie Orgera, Director of Operations
	Video: 00:00:00	Attending: Jay Fountain; Ted Jankowski; Michael Scacco; Lieutenant Scott Duckworth; Chief Jonathan Fontneau (TBC); and Police Equipment Technician Dinnin.

Contract - Body-Worn Camera Equipment and Data Storage – Axon Enterprise Corporation

<i>Item 8</i>	<p>Request for approval of a Master Services and Purchasing Agreement with Axon Enterprise, Inc., for the purchase, delivery, use, and support of Axon Products and Services as detailed in the Quote Appendix attached to the Agreement.</p>	
	Action Requested:	Request for Approval
	Amount:	Year 1 – Equipment, Services and Training - \$236,601 Year 2 – Service - \$164,232 Year 3 – Service - \$164,232 Year 4 – Service - \$164,232 Year 5 – Service- \$164,232 Estimated Shipping and Handling - \$715.41 Total: \$894,244.41
	Fund/Budget:	Contingency
	Submitted by:	Ted Jankowski, Director, Public Safety, Health and Welfare
	Video: 00:00:00	Attending: Jay Fountain; Ted Jankowski; Members of the Police Department; and a representative from the manufacturer.

Transfer – Body Camera Police Appropriation

<i>Item 9</i>	<p>In accordance with the City Charter Section C8-30-11, Control of Appropriations, transfers of appropriations (excluding administrative transfers) may, with the approval of the Board of Finance, be made in proper cases from one item to another.</p> <p>This is a request for the City to appropriate \$338,000 from contingency for the City's 50/50 share of the "Police Body-Worn Camera" project. The original request of \$138,000, approved FY15/16 budget, was appropriated to the General Fund, but was not moved to Grants prior to year-end closing and therefore became part of the year fund balance. The other portion of the match, \$200,000 was originally appropriated in the General Fund in FY16/17 but the funding was not needed as the project hadn't launched. This request will re-appropriate all of these funds.</p>	
	Action Requested:	Request for Budget Transfers
	Amount:	\$338,000
	Fund/Budget:	Contingency
	Submitted by:	Karen Cammarota, Grants Officer
	Video: 00:00:00	Attending: Jay Fountain; Ted Jankowski; Karen Cammarota; Police Officers Duckworth, Scanlon and Wuennemann

OPERATIONS

Additional Appropriation – Software Maintenance

<i>Item 10</i>	Request for an additional appropriation to cover the cost of software maintenance relating to Agile, the computer program used for pool fleet vehicle electronics.	
	Action Requested:	Approval of Additional Appropriation
	Amount:	\$14,500
	Fund/Budget:	2121 – Vehicle Maintenance
	Submitted by:	Ernie Orgera, Director of Operations
	Video: 00:00:00	Attending: Jay Fountain; Michael Scacco

Additional Appropriation – Tracking and Funding Plumbing Expenditures

<i>Item 11</i>	<p>Request for an additional appropriation is necessary due to the elimination of one (1) plumber position in the Facilities and Parks Maintenance Division, which has left them with just one individual for 80+ buildings and 58 parks. It has been necessary for the division to hire an outside contractor to handle all plumbing repairs and installations - both of an emergency as well as non-emergency nature. The cost for this contractor was \$32,000 for the period of 8 months in the fiscal year 2016/2017. These expenditures have caused a burden on an already tight operating budget.</p> <p>The numbers below reflect the individual departments and should help the division get through the end of the fiscal year.</p> <p>Facilities Maintenance \$15,000. Rationale: Year-to-date \$15,000 Leased Facilities \$15,000. Rationale: Year-to-date \$15,000</p>	
	Action Requested:	Approval of Additional Appropriation
	Amount:	\$30,000
	Fund/Budget:	Contingency
	Submitted by:	Ernie Orgera, Director of Operations
	Video: 00:00:00	Attending: Jay Fountain; Kevin Murray, Buildings Manager

Additional Appropriation – Playground Safety Compliance

<i>Item 12</i>	Request for an additional appropriation as the Facilities Maintenance Division has exhausted all their funds budgeted for playground repairs throughout the City. Following inspection failures in all City playgrounds over the last two years, the Facilities Maintenance Division is slowly getting them all back into compliance with State and Federal regulations. At this time, the playgrounds that are still out of compliance and not meeting inspections are: Cummings, Dorothy Heroy, Edward Hunt, Hatchfield, Kosciuszko, Northrop and Southfield. All others have been repaired in regard to parts and safety surface replenishment or waiting for funds to do just the safety surface replenishment.	
	Action Requested:	Approval of Additional Appropriation
	Amount:	\$20,000
	Fund/Budget:	Contingency – 2134 - Parks
	Submitted by:	Ernie Orgera, Director of Operations
	Video: 00:00:00	Attending: Jay Fountain; Kevin Murray

Supplemental Capital Project Appropriation – Veterans Park

Item 13	Request for a supplemental Capital Project appropriation for Veterans Park Capital Renovation with partnerships, with DSSD and adjacent property owners.	
	Action Requested:	Approval of Supplemental Capital Project Appropriation
	Amount:	\$2,750,000
	Fund/Budget:	CP5602 – Private Contribution
	Submitted by:	Kevin Murray, Building Manager
	Video: 00:00:00	Attending: Jay Fountain; Kevin Murray

OFFICE OF POLICY AND MANAGEMENT

Supplemental Capital Project Appropriation – Energy Improvement Project (EID)

Item 14	Request for a supplementary Capital Project appropriation to retrofit existing lighting to LED fixtures at Hart, KT Murphy and Newfield Schools. Once these schools are converted, all of Stamford Public Schools will have LED lighting in classrooms and common areas. <i>(See related item #15 below.)</i>	
	Action Requested:	Approval of Supplemental Capital Project Appropriation
	Amount:	\$471,407
	Fund/Budget:	CP7209 – Bonding - Energy Improvement Project
	Submitted by:	Laura Burwick, Special Assistant to the Mayor
	Video: 00:00:00	Attending: Jay Fountain; Laura Burwick

Resolution Amending Capital Budget for FY2017-18 – Energy Improvement Project (EID)

Item 15	The Board of Representatives and the Board of Finance of the City of Stamford approved Resolution No. 3481 on May 2, 2017 which authorized general obligation bonds to be issued to finance a portion of the approved capital budget appropriations for the Energy Improvement Project. This request is for approval of an amendment to the Prior Resolution increasing the amount of the appropriations by \$471,407 to finance the EID Project No. CP7209 and to increase the amount of revenue bonds by \$471,407 to fund the project. <i>(See related item #14 above.)</i>	
	Action Requested:	Approval of a Resolution Amending the Capital Budget for Fiscal Year 2017-18 for the EID Project
	Amount:	\$471,407
	Fund/Budget:	Capital Project No. CP7209
	Submitted by:	Laura Burwick
	Video: 00:00:00	Attending: Jay Fountain; Laura Burwick; Tony Romano

Supplemental Capital Project Appropriation – City-wide Sidewalk Reconstruction

<i>Item 16</i>	Request for a supplemental Capital Project appropriation for reconstruction of major sections of sidewalks (i.e. entire street length, block length) and critical reconstruction of existing walkways. These sidewalks are located outside of the Downtown area.	
	Action Requested:	Approval of Supplemental Capital Project Appropriation
	Amount:	\$112,223
	Fund/Budget:	C56123 – Private Contribution
	Submitted by:	Thomas Turk, Traffic and Road Maintenance Supervisor; Lou Casolo, City Engineer
	Video: 00:00:00	Attending: Jay Fountain; Lou Casolo (TBC)

Supplemental Capital Project Appropriation – WPCA – Major Replacement

<i>Item 17</i>	Request for a supplemental Capital Project Appropriation from the CP6904 account which is used for major repairs of tanks and equipment associated with the treatment of wastewater including pumps, clarifiers, solids-handling equipment, etc. This is an ongoing capital expenditure.	
	The additional appropriation is being requested to allow for expenses for:	
	(1) Gravity belt and belt filter press rehabilitation estimated at \$230,000;	
	(2) Design phase for upgrading the sludge de-gritting system, estimated at \$380,000;	
	(3) New equipment purchases estimated at \$750,000;	
	(4) Ops Building HVAC improvements estimated at \$100,000; and	
	(5) Ladder and guard rail safety improvements estimated at \$150,000.	
	<i>(See related item #18 below.)</i>	
	Action Requested:	Approval of Supplemental Capital Project Appropriation
	Amount:	\$1,600,000
	Fund/Budget:	CP6904 – WPCA Bonding
	Submitted by:	Prakash Chakravarti, Supervising Engineer, WPCA
	Video: 00:00:00	Attending: Jay Fountain; William Brink, Interim Executive Director, WPCA

Resolution Amending Capital Budget for FY2017-18 – WPCA – Major Replacement

<i>Item 18</i>	The Board of Representatives and the Board of Finance of the City of Stamford approved Resolution No. 3840 on May 2, 2017 which authorized revenue bonds to be issued to finance the portion of the approved capital budget appropriations for WPCA projects. This request is for approval of an amendment to the Prior Resolution increasing the amount of the appropriations by \$1,600,000 to finance the Major Replacement Project No. CP6904 and to increase the amount of revenue bonds by \$1,600,000 to fund the WPCA Projects. <i>(See related item #17 above.)</i>	
	Action Requested:	Approval of a Resolution Amending the Capital Budget for Fiscal Year 2017-18 for WPCA Projects
	Amount:	\$1,600,000
	Fund/Budget:	Capital Project No. CP6904
	Submitted by:	Prakash Chakravarti, Supervising Engineer
	Video: 00:00:00	Attending: Jay Fountain; William Brink; and Tony Romano

Supplemental Capital Project Appropriation – Phase II Mill River Restoration Project – East Side

<i>Item 19</i>	Request for a supplemental Capital Project Appropriation to complete construction of Phase II of the multi-phase Mill River Restoration Project, a three-mile river estuary restoration project that will create a protected greenway along the Mill River in downtown Stamford to the mouth of Long Island Sound.	
	Action Requested:	Approval of Supplemental Capital Project Appropriation
	Amount:	\$4,000,000
	Fund/Budget:	New Capital Project – State Grant
	Submitted by:	Ralph Blessing, Land Use Bureau Chief
	Video: 00:00:00	Attending: Jay Fountain; Ralph Blessing (TBC); and a representative of the Phase II Mill River Restoration Project

Hiring of Seasonal to Full-time Custodians Request for Transfer

<i>Item 20</i>	This item is a request for discussion on a transfer in accordance with a Settlement Agreement dated May 30, 2017 wherein certain seasonal custodian positions were upgraded to full-time. The item was held by Board members at the October 12, 2017 meeting until November so input from Human Resources and the Legal Department could be heard. It was discussed at the November 14 meeting of the Board and a vote to approve the transfer failed with a vote of 3-3-0. Members Rinaldi, Gabriele and Michelson dissented.	
	Action Requested:	Approval of Transfer
	Amount:	\$200,000
	Fund/Budget:	2129 – Leased Facilities and 2135 - Maintenance
	Submitted by:	Ernie Orgera, Director of Operations
	Video: 00:00	Attending: Kathryn Emmett, Director of Legal Affairs; Clemon Williams, Director of Human Resources

Transfer – Capital Funds

<i>Item 21</i>	In accordance with the City Charter Section C8-30-11, Control of Appropriations, transfers of appropriations (excluding administrative transfers) may, with the approval of the Board of Finance, be made in proper cases from one item to another. This appropriation of prior-year Fund Balance for Project C5B609 is for District-wide Technology Equipment.	
	Action Requested:	Request for Budget Transfer
	Amount:	\$198,310
	Fund/Budget:	Prior-Year Fund Balance
	Submitted by:	David Yanik, Controller
	Video: 00:00:00	Attending: Jay Fountain

Capital Project Closeouts – Projects CP1070 and CP6590

<p><i>Item 22</i></p>	<p>Pursuant to Stamford City Code Section 8-2, partial closeout of the following capital projects is recommended:</p> <p>CP 1070 - NFWF Mill River Storm Water Retention and Treatment (\$12,000,000) CP 6590 - Mill River Corridor Development 10474167490; CP0050 (\$6,000,000)</p>		
	Action Requested:	Approval of closeout of Capital Projects	
	Amount:	\$18,000,000	
	Fund/Budget:	Other Funding	
	Submitted by:	Tony Romano, Management Analyst, OPM	
	<i>Video: 00:00:00</i>	Attending: Jay Fountain; Tony Romano	

Next Regular Meeting of the Board: Thursday, January 11 at 7:00 P.M.

Adjournment: (*Video: 00:00:00*)

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