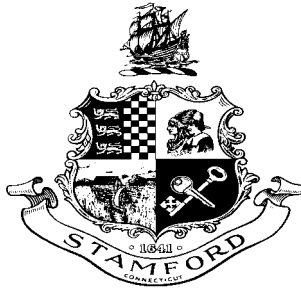


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DAVID R. MARTIN



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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

Thursday, November 14, 2019 – 7 p.m.

Board of Finance Meeting Room, 4th Floor

AGENDA

CALL TO ORDER: Chair Richard Freedman

PLEDGE OF ALLEGIANCE: Chair Richard Freedman

PUBLIC PARTICIPATION

REPORTS TO THE BOARD:

- A. Audit Committee Meeting report on (1) **draft** CAFR and (2) Internal Audit Review
- B. Contingency Update – FY 19-20
- C. Board of Finance and Administration Transfer Report – FY 19-20

1. MINUTES: Request for approval of minutes of the following October 10, 2019 meetings:

Audit Committee Meeting; and
Regular Monthly Meeting

Submitted by: Clerk, Board of Finance

2. POSSIBLE DISCUSSION – PENDING NEGOTIATIONS

The Mayor may address the Board of Finance in executive session on any pending contract negotiations.

3. FISCAL UPDATE – SPED BUDGET

Dr. Tamu Lucero, Superintendent of Schools, will be present to give an update on the Special Education budget.

4. BID WAIVER #1099 – VIKING CONSTRUCTION, INC. - PLAYGROUND SAFETY INSPECTION AND REPAIR

Request for Bid Waiver to allow the City of Stamford to proceed with repairs to thirteen (13) schools.

Action Requested: Approval of Bid Waiver

Amount: \$435,152.21

Fund/Budget: Contingency

Submitted by: Mayor David Martin

Attending: Michael Handler

5. BID WAIVER #1105 – VIKING CONSTRUCTION, INC. – TOILET ROOM RENOVATIONS AT SPRINGDALE ELEMENTARY SCHOOL

Request for Bid Waiver for Viking Construction, Inc. to complete the balance of work specified in Bid S-6621, Toilet Room Renovations at Springdale Elementary School.

Action Requested: Approval of Bid Waiver

Amount: \$549,036

Fund/Budget:

Submitted by: Mayor David Martin

Attending: Michael Handler

6. ADDITIONAL APPROPRIATION – PORT SECURITY – GRANT FUNDED

Request for approval of an additional appropriation for grant funds to be utilized to replace a FLIR Camera and Display Unit for a fire vessel. (See Item 7 below)

Action Requested: Approval of Additional Appropriation

Amount: \$39,196 – 75% grant funds (FEMA), 25% City of Stamford

Fund/Budget: Grant Funded/Contingency

Submitted by: Trevor Roach, Fire Chief

Attending: Karen Cammarota, Grants Officer

7. ADDITIONAL APPROPRIATION – PORT SECURITY

Request for port security which requires 25% of City share to replace FLIR Camera and Display Unit for a fire vessel to ensure interoperability with the Coast Guard. (See Item 6 above)

Action Requested: Approval of Additional Appropriation

Amount: \$9,799

Fund/Budget: Contingency

Submitted by: Mark McGrath, Director of Operations

Attending: Karen Cammarota

8. TRANSFER – LAND USE ADMINISTRATION – CLERICAL SUPPORT AND GIS ANALYST

Request for approval of a transfer to increase hours of clerical support to improve EPA Customer Service and improve overall Land Use operations.

Action Requested: Approval of Transfer
Amount: \$97,827
Fund/Budget: Various
Submitted by: Mark McGrath, Director of Operations
Attending: Ralph Blessing, Land Use Operations Chief

9. TRANSFER – 2020 CENSUS

Request for approval of a transfer to provide for the development and printing of promotional materials for the 2020 Census outreach.

Action Requested: Approval of Budget Transfer
Amount: \$5,000
Fund/Budget: From: 01423001203 – Land Use/Seasonal
To: 01423006100 – Land Use/Office Supplies and Expenses
Submitted by: Mark McGrath, Director of Operations
Attending: Robin Stein (TBC)

10. AGREEMENT – LEASE MODIFICATION - STAMFORD GOLF AUTHORITY/STERLING FARMS

Request for approval of a lease modification agreement with Stamford Golf Authority/Sterling Farms for the period beginning on the date this lease is executed and terminate on June 30, 2034.

Action Requested: Approval of Lease Modification Agreement
Amount:
Submitted by: Mayor David Martin
Attending: Chris Dellaselva, Mark McGrath

11. AGREEMENT – LEASE – CONGRESSMAN HIMES

Request for approval of a 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, 2021.

Action Requested: Approval of Lease Agreement
Amount: \$1,796.47 per month
Submitted by: Mayor David Martin
Attending: Chris Dellaselva; Mark McGrath

12. AGREEMENT – WORKERS’ COMPENSATION AND HEART AND HYPERTENSION CLAIMS ADMINISTRATION - PMA MANAGEMENT CORP. OF NEW ENGLAND (RFP 731)

Request for approval of an agreement between the City of Stamford and PMA Management Corp. of New England for the administration of the City’s Workers’ Compensation and Heart and Hypertension claims.

Action Requested: Approval of Agreement
Amount: \$217,500 per year flat rate plus allocated expenses and assessed a fee each quarter year in which the indemnity adjuster’s case load exceeds 165 claims, as noted in the Agreement.
Submitted by: Mayor David Martin
Attending: David Villalva (TBC); Chris Dellaselva

13. AGREEMENT – HEALTH CARE ADVISORY CONSULTANT SERVICES – LOCKTON COMPANIES, LLC (RFP 748)

Request for approval of an agreement between the City of Stamford and Northeast Series of Lockton Companies, LLC, for health care advisory consultant services.

Action Requested: Approval of Agreement
Amount: Year 1 - \$125,000
Year 2 – (Optional) - \$125,000
Year 3 – (Optional) - \$125,000
Fund/Budget: -
Submitted by: Mayor David Martin
Attending: Alfred Cava, Director Human Resources; David Villalva (TBC); and Chris Dellaselva

14. CAPITAL PROJECT (CP8219) APPROPRIATION – TRANSPORTATION – TRAFFIC CALMING IMPLEMENTATION

The Transportation Department is requesting additional funds for the installation of a rectangular rapid flashing beacon on Atlantic Street, as part of the Zoning Board conditions for the approval of 245 Atlantic Street in the amount of \$13,000, which has been received by the City from True North Stamford LLC.

Action Requested: Approval of Capital Project (CP8219) Appropriation
Amount: \$13,000 (FY 2019/20)
Fund/Budget: Private Contributions
Submitted by: James Travers, Transportation Bureau Chief
Attending: James Travers or Garrett Bolella, Traffic Engineer

15. FIRST QUARTER FINANCIAL PROJECTIONS: FY 2019-20

Jay Fountain, Director of OPM, will review the FY 2019-20 first-quarter financial results and projections.

Action Requested: Update
Fund/Budget: FY 2019-20
Submitted by: Jay Fountain

The next Regular Meeting of the Board: Thursday, December 12 at 7:00 p.m.

16. ADJOURNMENT

Cynthia R. Winterle

Cynthia R. Winterle

Clerk of the Board