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BOARD OF FINANCE

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

MINUTES

Regular Meeting

Thursday, June 9, 2016: 7:00 PM
Board of Finance Meeting Room, 4th Floor

Call to Order: Performed by Chairman Freedman at 7:07 p.m. (Video:00:00), who noted that all Members were present.

Pledge of Allegiance: Led by Chairman Freedman

<p>Approval of Minutes: (Video: 00:00:44)</p> <p>May 12, 2016: 6:00 PM: Audit Committee Meeting May 12, 2016: 7:00 PM: Regular Meeting May 17, 2016: 7:00 PM: Special Meeting to Set the Mill Rate</p>	<p>Approved 6-0-0 Motion by M. L. Rinaldi Second by S. Gabriele</p>
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Public Participation: None

Reports to the Board: None

OFFICE OF THE MAYOR
Discussion: Executive Session Request

<i>Item 1</i>	Discussion: Update on Contract Negotiations: Mayor Martin		No Action Taken
	Action Requested:	Discussion	
	Amount:		
	Fund/Budget:		
	Submitted by:	Mayor David Martin	
<i>(Video: 00:01:35)</i>	Mayor Martin noted that he did not have anything to report on contract negotiations that would necessitate entering Executive Session. He added that the City was having discussions with the union but had nothing of great substance to offer at this time.		

GRANTS

Purchase of Body-worn Cameras and Digital Storage Equipment

<i>Item 2</i>	Request for Approval of Additional Appropriation for the purchase of 161 body-worn cameras and digital storage equipment through an award from the US Bureau of Justice Assistance. The award provides \$338,000 to the City of Stamford and \$262,000 to the City of Bridgeport (NOTE: at this time Bridgeport has withdrawn its application). The grant requires a 1:1 local match of \$338,000. \$200,000 has been requested in the 2016/17 operating budget and a \$138,000 appropriation is being requested from contingency funds. This request was placed on the April 14, 2016 and May 12, 2016 Board of Finance agendas and held so more information could be presented. It is anticipated the discussion will center on the program timeline and budget estimations.		Approved 4-0-2 Motion by: D. Williams Second by: M. L. Rinaldi (S. Gabriele, S. Michelson abstained)
	Action Requested:	Additional Appropriation	
	Amount:	\$476,000	
	Fund/Budget:	1. Grant budget appropriation - \$338,000 2. Appropriation from Contingency - \$138,000	
	Submitted by:	Ted Jankowski, Director of Office of Public Safety, Health and Welfare	
<i>Video: 00:02:38</i>	Mayor Martin spoke positively about the proposed purchase of cameras for Police officers, noting that it was an expensive option but one that he recommends the City move forward on. Mr. Jankowski, Mr. Fontneau, Assistant Chief Wuennemann, and Police Lieutenant Scanlon responded to questions on privacy issues, cost, iCloud vs on-premises or alternate storage options, contract length possibilities and formation of a policy to govern the use of body-worn cameras. Michael Pensiero provided IT expertise, Karen Cammarota reported that Bridgeport has withdrawn its grant application, which will not affect the City of Stamford's funding, and responded to other questions that were grant-related. A representative of one of the vendors provided further information on use of storage space and possible price options. <i>A motion to HOLD this item until further information can be gathered was made by Mr. Gabriele and seconded by Ms. Michelson. This motion failed to pass with a vote of 2-4-0.</i>		

Local Prevention Council Grant

<i>Item 3</i>	The Local Prevention Council Grant award is larger than anticipated; Additional Appropriation is required to match the award.		Approved 6-0-0 Motion by: M. L. Rinaldi Second by: D. Kooris
	Action Requested:	Additional Appropriation	
	Amount:	\$1,810 : 100% Grant Funded	
	Fund/Budget:	Local Prevention Council Grant	
	Submitted by:	Karen Cammarota, Grants Officer	
	Video: 01:35:38		

Homeland Security Grant

<i>Item 4</i>	The Homeland Security Grant award is larger than anticipated; Additional Appropriation is required to match the award.		Approved 6-0-0 Motion by: D. Kooris Second by: D. Williams
	Action Requested:	Additional Appropriation	
	Amount:	\$39,000 : 100% Grant Funded – No City funds required	
	Fund/Budget:	Homeland Security/Equipment	
	Submitted by:	Karen Cammarota, Grants Officer	
	Video: 01:36:01	Ms. Cammarota advised that these additional funds are the result of unused funds from another region.	

Invest Health Grant

<i>Item 5</i>	The Invest Health Grant is funded by the Robert Wood Johnson Foundation. Stamford’s Invest Health team seeks to approach the problem of rising gun violence through a community-building strategy that uses innovative financing methods to drive revitalization that reduces health disparities, increases youth opportunity, and promotes safety and well-being. The team consists of representatives from the Mayor’s Office, Stamford Public Schools, Family Centers and Charter Oak Communities. The grant agreement stipulates that funds be used primarily for the team to travel to mandatory conventions. Remaining funds may be used for program supplies. No City funds are required.		Approved 6-0-0 Motion by: D. Williams Second by: D. Kooris
	Action Requested:	Additional Appropriation	
	Amount:	\$60,000 : 100% Grant Funded	
	Fund/Budget:	Invest Health/Direct Service	
	Submitted by:	Karen Cammarota, Grants Officer	
	Video: 01:36:33	Ms. Cammarota added that this grant is being primarily used to address gun violence in sections of the City.	

Medical Reserve Corp. WWHD

<i>Item 6</i>	This grant provides support for a Medical Reserve Corp. The MRC is a volunteer unit trained to assist during public health emergencies. Funds will be used to pay for supplies.		Approved 6-0-0 Motion by: M. L. Rinaldi Second by: D. Kooris
	Action Requested:	Additional Appropriation	
	Amount:	\$5,500 : 100% Grant Funded	
	Fund/Budget:	Medical Reserve Corp. Grant	
	Submitted by:	Karen Cammarota, Grants Officer	
	Video: 01:39:08	These are federal funds that come through the Weston/ Wilton Health District to be used by our public health emergency preparedness coordinator for training and equipping citizens that would assist in a public health emergency.	

Medical Reserve Corp. WWHD

<i>Item 7</i>	This grant provides support for a Medical Reserve Corp. The MRC is a volunteer unit trained to assist during public health emergencies. Funds will be used to pay for supplies.	<p>Approved 6-0-0 Motion by: M. L. Rinaldi Second by: D. Williams</p>
	Action Requested: Additional Appropriation	
	Amount: \$5,000 : 100% Grant Funded	
	Fund/Budget: Medical Reserve Corp. Grant	
	Submitted by: Karen Cammarota, Grants Officer	
	Video: 01:39:50 These are the same federal funds that come through the Weston/ Wilton Health District to be used by our public health emergency preparedness coordinator for training and equipping citizens that would assist in a public health emergency.	

Police Department – Girls’ Leadership Grant

<i>Item 8</i>	Request for Approval of Transfer in the amount of \$534.00 from Grants/Overtime to Grants/Supplies. The transfer is required to match the “Girls Leadership Grant” revised budget.	<p>Approved 6-0-0 Motion by: M. L. Rinaldi Second by: D. Williams</p>
	Action Requested: Transfer	
	Amount: \$534.00	
	Fund/Budget: From Grants/Overtime to Grants/Supplies	
	Submitted by: Jonathan Fontneau, Police Chief	
	Video: 01:33:53 Jonathan Fontneau and Karen Cammarota answered questions on this program which is for 6 th , 7 th and 8 th grade girls who do many things for the community, most recently covering over graffiti. The program operates with grant funds as well as donations.	

OFFICE OF PUBLIC SAFETY

Stamford Emergency Medical Service (SEMS)

<i>Item 9</i>	Stamford Emergency Medical Service (SEMS) is requesting additional funding in the amount of \$50,000 to increase the hours and days of operation for the emergency medical staffing of Medic Unit 5. This is necessary because of the increase and demand in Emergency Medical Response in the City of Stamford. SEMS’ request for these additional funds was erroneously left off their budget request for Fiscal Year 2016/2017. The request is imperative for Stamford residents so that advanced medical care will continue to arrive in a reasonable amount of time to render appropriate medical care.	<p>Approved 6-0-0 Motion by: S. Michelson Second by: D. Williams</p>
	Action Requested: Additional Appropriation	
	Amount: \$50,000	
	Fund/Budget: Contingency	
	Submitted by: David R. Martin, Mayor	
	Video: 01:40:22 Jay Fountain, together with Patricia Squires and Edward Podgorski (from SEMS) were in attendance and responded to questions about the SEM services.	

OFFICE OF OPERATIONS

Terry Conners Ice Rink Slab

<i>Item 10</i>	Request for Supplemental Capital Project Appropriation in the amount of \$200,000 for the Terry Conners Ice Rink replacement of ice slab due to the flawed installation of the 2004 Capital Project of the concrete slab/piping.		Approved 5-0-1 Motion by: M. L. Rinaldi Second by: D. Kooris (S. Gabriele Abstained)
	Action Requested:	Supplemental Capital Project Appropriation	
	Amount:	\$200,000 : Litigation Settlement	
	Fund/Budget:	The ice rink slab was improperly constructed and the litigation resulted in \$200,000. These monies will be used for the upgrade of the ice rink floor.	
	Submitted by:	Ken Smith, Ice Rink Manager	
	Video: 01:45:51	Jay Fountain provided answers to questions posed.	

OFFICE OF ADMINISTRATION

CONTROLLER'S OFFICE

Discussion - Firefighters' Pension

<i>Item 11</i>	Firefighters' Pension Trust Fund Board representative to present plan to complete current fiscal year draft financial report, with related audit support schedules (similar to those from prior fiscal year), by September 30, 2016, to meet City financial closing deadlines and allow outside actuaries to prepare their GASB 67 and 68 disclosure report as required for the completion of the City's CAFR.		WITHDRAWN
	Action Requested:	Discussion	
	Amount:	\$	
	Fund/Budget:		
	Submitted by:	David Yanik, Controller	
	Video: 01:48:27	This item will be rescheduled at a later date.	

OFFICE OF POLICY AND MANAGEMENT

Reinstatement of Funds – Police Recruiting and Hiring

<i>Item 12</i>	This is a request to reinstate funds from the FY2016/2017 budget that were requested in order to meet the costs associated with recruiting and hiring of new police officers. The funding will be used to administer medical, psychological, polygraph, drug screening, and physical agility tests. The Police Department expects to hire ten (10) or more police officers during the year and it generally takes five (5) candidates for each officer hired. Each candidate costs approximately \$1,000 to test.		Approved 6-0-0 Motion by: R. Freedman Second by: D. Williams
	Action Requested:	Reinstatement of Funds	
	Amount:	\$10,000	
	Fund/Budget:	Contingency	
	Submitted by:	Mayor David Martin	
	Video: 01:48:30	Jay Fountain provided answers to questions posed.	

Reinstatement of Funds – Annual Employee BBQ

<i>Item 13</i>	This is a request to partially reinstate funds from the FY2016/2017 budget that were to be used for various Employee Recognition Events. One of the events, held annually, is the Employee Summer BBQ. The FY16/17 approved budget in this account is insufficient to hold the planned BBQ, which costs an estimated \$3,000 per year.		Motion Failed 2-0-4 Motion by: R. Freedman Second by: D. Williams (M. L. Rinaldi, S. Gabriele, D. Kooris, S. Michelson abstained)
	Action Requested:	Partial Reinstatement of Funds	
	Amount:	\$1,500	
	Fund/Budget:	Contingency	
	Submitted by:	Mayor David Martin	
Video: 01:52:25	Jay Fountain provided answers to questions posed		

Reinstatement of Funds – Board of Ethics

<i>Item 14</i>	This is a request to reinstate funds from the FY2016/2017 budget that were to be used at the Board of Ethics discretion for the hiring of outside counsel for review of ethical issues. This will allow the Board of Ethics to initiate investigations without waiting on further action by the Administration, the Board of Finance, and the Board of Representatives.		Approved: 5-0-0 Motion by: R. Freedman Second by: D. Kooris (M. L. Rinaldi recused herself and was absent from the room during the deliberations and vote.)
	Action Requested:	Reinstatement of Funds	
	Amount:	\$7,500	
	Fund/Budget:	Contingency	
	Submitted by:	Mayor David Martin	
Video: 01:56:10	Jay Fountain, together with Cheryl Bader, Chair of the Ethics Committee, responded to questions.		

Provision of Funds for Staff Support – Board of Ethics

<i>Item 15</i>	This is a request to provide staff support for the Board of Ethics. This support was previously provided by a full-time Board of Finance staff member. As the Board of Finance has reduced its staff to a permanent part-time position, the resources are no longer available for this purpose. It is anticipated this support will be provided from staff from another department and charged directly to the Board of Ethics.		Approved 5-0-0 Motion by: S. Gabriele Second by: D. Kooris (M. L. Rinaldi recused herself and was absent from the room during the deliberations and vote.)
	Action Requested:	Provision of Funds for Staff Support	
	Amount:	\$2,500	
	Fund/Budget:	Contingency	
	Submitted by:	Mayor David Martin	
Video: 02:01:09	Ms. Bader explained the need for staff support to the Board of Ethics.		

Bond Resolution - Repurposing

<i>Item 16</i>	Request for Approval of Bond Resolution Amending a Resolution with Respect to the Issuance and Sale of \$35,000,000 General Obligation Bonds of the City of Stamford.		Approved 5-1-0 Motion by: D. Kooris Second by: D. Williams (S. Michelson Dissented)
	Action Requested:	Approval of Bond Resolution	
	Amount:	\$35,000,000	
	Fund/Budget:		
	Submitted by:	Mayor David Martin	
	<i>Video: 02:07:26</i>	Jay Fountain and Anthony Romano responded to questions relating to this bond repurposing (from 2010).	

Bond Resolution - Repurposing

<i>Item 17</i>	Request for Approval of Bond Resolution Amending a Resolution with Respect to the Issuance and Sale of \$45,000,000 General Obligation Bonds of the City of Stamford.		Approved 5-1-0 Motion by: D. Kooris Second by: M. L. Rinaldi (S. Michelson Dissented)
	Action Requested:	Approval of Bond Resolution	
	Amount:	\$45,000,000	
	Fund/Budget:	Attending: Jay Fountain, Interim Director, OPM; Anthony Romano, Management Analyst, OPM	
	Submitted by:	Mayor David Martin	
	<i>Video: 02:34:24</i>	Jay Fountain and Anthony Romano responded to questions relating to this bond repurposing (from 2011).	

Bond Resolution - Repurposing

<i>Item 18</i>	Request for Approval of Bond Resolution Amending a Resolution with Respect to the Issuance and Sale of \$50,000,000 General Obligation Bonds of the City of Stamford.		Approved 5-1-0 Motion by: D. Williams Second by: D. Kooris (S. Michelson Dissented)
	Action Requested:	Approval of Bond Resolution	
	Amount:	\$50,000,000	
	Fund/Budget:		
	Submitted by:	Mayor David Martin	
	<i>Video: 02:34:52</i>	Jay Fountain and Anthony Romano responded to questions relating to this bond repurposing (from January 2013).	

Bond Resolution - Repurposing

<i>Item 19</i>	Request for Approval of Bond Resolution Amending a Resolution with Respect to the Issuance and Sale of \$50,000,000 General Obligation Bonds of the City of Stamford.		Approved 5-1-0 Motion by: D. Williams Second by: D. Kooris (S. Michelson Dissented)
	Action Requested:	Reinstatement of Funds	
	Amount:	\$50,000,000	
	Fund/Budget:	Contingency	
	Submitted by:	Mayor David Martin	
	<i>Video: 02:35:29</i>	Jay Fountain and Anthony Romano responded to questions relating to this bond repurposing (from 2014).	

Bond Resolution - Repurposing

<i>Item 20</i>	Request for Approval of Bond Resolution Amending a Resolution with Respect to the Issuance and Sale of \$65,000,000 General Obligation Bonds of the City of Stamford.		Approved 5-1-0 Motion by: D. Kooris Second by: R. Freedman (S. Michelson Dissented)
	Action Requested:	Reinstatement of Funds	
	Amount:	\$65,000,000	
	Fund/Budget:		
	Submitted by:	Mayor David Martin	
<i>Video: 02:35:53</i>	Jay Fountain and Anthony Romano responded to questions relating to this bond repurposing (from 2015).		

Capital Project Closeout Recommendation

<i>Item 21</i>	Pursuant to City Code Section 8-2, recommendation of various capital projects full and partial closing totaling \$363,030.43.		No Action Taken
	Action Requested:	Capital Close-outs	
	Amount:	\$363,030.43 City Bond Reduction \$308,315.12 WPCA Bond Reduction \$49,050.00 State Grant Reduction \$5,565.31 Federal Grant Reduction \$100.00	
	Fund/Budget:	Capital: Various	
	Submitted by:	Mayor David R. Martin	
	<i>Video: 02:36:20</i>	Jay Fountain, Anthony Romano and Domenico Tramontozzi, Sr. Construction Manager, responded to questions posed by Members of the Board.	

Office of Administration - Year-End Budget Transfers

<i>Item 22</i>	In accordance with the City Charter Section C8-30-11, Control of Appropriations, recommendation of approval for transfers to cover projected year-end budget shortfalls identified in OPM/s Q3 Review.		Approved 6-0-0 Motion by: D. Williams Second by: D. Kooris
	Action Requested:	Transfers	
	Amount:	\$1,702,326.00 (as outlined in May 26, 2016 memorandum from Jay Fountain, Interim Director of OPM.)	
	Fund/Budget:	Various	
	Submitted by:	Jay Fountain, Interim Director of OPM	
<i>Video: 02:38:23</i>	Jay Fountain provided Board Members with additional information on year-end budget transfers and indicated there will be more in the coming months.		

**Discussion – Update on State of Connecticut Department of Motor Vehicles
Motor Vehicle Issues**

<i>Item 23</i>	Update on some outstanding issues with DMV accounts that are being processed and steps being taken to address them.		No Action Taken
	Action Requested:	Discussion	
	Amount:		
	Fund/Budget:		
	Submitted by:	Gregory Stackpole, Assessor, City of Stamford	
<i>Video: 02:42:32</i>	William A. Forker, Tax Collector, and Greg Stackpole, Assessor provided the Board of Finance with a memorandum outlining issues the DMV is having with their tax bills. Residents will receive information with their tax bills explaining the issues.		

BOARD OF FINANCE

Budget Presentation Calendar - Discussion

<i>Item 24</i>	Review of the Board of Finance budget presentation process, including the calendar, number of meetings, format for presentations, etc.		HOLD Until Next Meeting
	Action Requested:	Discussion	
	Amount:		
	Fund/Budget:		
	Submitted by:	Richard Freedman, Chairman, Board of Finance	
<i>Video: 02:44:17</i>	Due to the length of the agenda, the Board decided to address this issue at the next Board meeting.		

This meeting is on video.

Next Regular Meeting of the Board: Thursday, July 14, 2016 at 7:00 P.M.

Adjournment:

Cynthia R. Winterle

Cynthia R. Winterle
Clerk of the Board