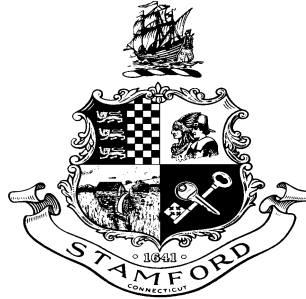


MAYOR  
DAVID R. MARTIN



## BOARD OF FINANCE

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

RICHARD FREEDMAN  
CHAIRMAN  
MARY LOU T. RINALDI  
VICE CHAIR  
DUDLEY N. WILLIAMS  
SAL GABRIELE  
DAVID KOORIS  
SHELLEY A. MICHELSON  
TEL: (203) 977-4699  
FAX: (203) 977-5030

## MINUTES

### Regular Meeting

Thursday, May 12, 2016: 7:00 PM  
Board of Finance Meeting Room, 4<sup>th</sup> Floor

**Call to Order:** Video: 00:00:00 Performed by Chairman Richard Freedman at 7:05 p.m., noting that all Members were present.

**Pledge of Allegiance:** To be led by Chairman Freedman

<b>Approval of Minutes:</b> April 2, 2016: 2:00 PM: Special Meeting April 14, 2016: 7:00 PM: Regular Meeting April 19, 2016: 6:30 PM: Special Budget Meeting	<b>Approved</b>
	<b>6-0-0</b>
	<b>Motion by S. Gabriele</b>
	<b>Seconded by D. Williams</b>

**Public Participation:** None

### Reports to the Board:

(Video: 00:01:35) Mr. Freedman reported that the Board of Finance Fiscal Committee consisting of Controller David Yanik, Board of Finance Member Salvatore Gabriele, and himself, met at 6 p.m. prior to the Regular Meeting of the Board of Finance. He reported that the committee went over the Management Letter from the auditor on suggestions for the City of Stamford. He added that it was a good report and that there were no material weaknesses or significant deficiencies. The auditor made some suggestions from which Mr. Freedman took notes and will follow up on.

## OFFICE OF THE MAYOR

### *Discussion*

<i>Item 1</i>	<i>Review:</i> Urban Redevelopment Commission (URC) Update	<b>No Action Taken</b>
	<b>Action Requested:</b> Discussion	
	<b>Amount:</b> \$	
	<b>Fund/Budget:</b>	
	<b>Submitted by:</b> Mayor David Martin David Yanik, Controller; Teresa Viscariello, Internal Auditor; and Michael Pollard, Chief of Staff, will be present.	
	<p><i>Video: 00:02:11</i></p> <p>Chief of Staff Michael Pollard stated that the Board had requested last year when Urban Redevelopment Commission (URC) had to engage in a loan from the City that one of the requirements was to conduct audits and also to identify possible reasons as to why there was a requirement of the URC to engage in the loan with the City. The first stage was to verify and confirm the asset base and assure that the City was entering into an agreement that was indeed secured.</p> <p>Internal Auditor Ms. Viscariello provided the Board with the Internal Audit Report on the URC, which is a cash projection and update and balance sheet review for the period July 1, 2014 to December 31, 2014. Specific questions were asked by members of the Board, to which Ms. Viscariello, URC Executive Director Reverend Tommie Jackson, and Mr. Pollard responded. Please view the meeting video for a more detailed report on this discussion.</p> <p><i>Video: 00:43:55</i></p> <p>On a motion by Mr. Williams, which was seconded by Ms. Michelson, the Board agreed by unanimous vote to hear this item in Executive Session due to the nature of the content (7:50 p.m.). In addition to Board of Finance Chairman Freedman, Vice Chair Rinaldi and Members Williams, Gabriele, Kooris and Michelson, the following individuals took part in Executive Session: Chief of Staff Michael Pollard; Controller David Yanik; Internal Auditor Teresa Viscariello; URC Executive Director Reverend Jackson; and Counsel Ted O'Hanlan;</p> <p>After approximately twenty-five minutes at 8:15 p.m. the meeting came out of Executive Session. Chairman Freedman reported that no action was taken.</p>	

**GRANTS**

**Additional Appropriation for the 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. 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 Board of Finance agenda and held so more information could be presented.	<b>HOLD for June 9 Board Meeting</b>	
	<b>Action Requested:</b>	Additional Appropriation	<b>Motion by:</b>
	<b>Amount:</b>	\$738,000	<b>D.Kooris</b>
	<b>Fund/Budget:</b>	1. Grant budget appropriation - \$738,000 2. Appropriation from Contingency - \$138,000	<b>Seconded by: D.Williams</b>
	<b>Submitted by:</b>	Ted Jankowski, Director of Office of Public Safety, Health and Welfare Mayor Martin, Ted Jankowski, Director of Health and Public Safety will be present.	
	<i>Video: 01:26:41</i>	Mr. Jankowski and Lt. Tom Scanlon of the Stamford Police Department provided further background details of the process, to date, in an effort to provide body-worn cameras to the Police Department and the additional appropriation to support this project. He described the complexity of the process, including the need for a City-wide policy that will govern the use of the cameras and the filing and storage of data. A lengthy discussion was held, culminating with a request by Chairman Freedman that Mr. Jankowski provide the submission of a detailed budget and a plan or timeline the City has for accomplishing this goal. He suggested that this item be held until the June 9 meeting of the Board of Finance pending submission of these documents. Mayor David Martin arrived at the meeting at 9:30 p.m. at the conclusion of this item and affirmed his support of this project.	

**ITEM REQUESTED UNDER SUSPENSION OF THE RULES**

**Additional Appropriation – Retroactive Salary due Employees of Stamford Police Department/ Police Association**

<i>Item 9</i>	Request for funding for retroactive pay for FY 2011-12, 2012-13, 2013-14, 2014-15, and 2015-16 per recent contract settlement.	<b>Approved</b>	
	<b>Action Requested:</b>	Additional Appropriation	<b>6-0-0</b>
	<b>Amount:</b>	\$6,780,000	<b>Motion by:</b>
	<b>Fund/Budget:</b>	Contingency for FY 2015-16 and Assigned Fund Balance for previous years.	<b>M.L.Rinaldi</b>
	<b>Submitted by:</b>	Mayor David Martin	<b>Seconded by</b>
	<i>Video: 1:00:42</i>	On a motion Mr. Kooris, which was seconded by Mr. Gabriele, the Board agreed by unanimous vote to hear this item under suspension of the rules. Human Resources Director Clemon Williams was present to answer questions posed by members of the Board of Finance.	<b>D.Williams</b>

**Executive Session**

<i>Item 10</i>	<i>Discussion:</i> Executive Session for Update on Contract Negotiations		<b>No Action Taken</b>
	<b>Action Requested:</b>	Discussion	
	<b>Amount:</b>		
	<b>Fund/Budget:</b>		
	<b>Submitted by:</b>	Mayor David Martin	
	<i>Video: 02:01:41</i>	The Mayor advised the Board that he would like to update the Members on current contract negotiations. On a motion by Mr. Kooris, which was seconded by Mr. Freedman, the Board agreed by unanimous vote to hear this item in Executive Session. In addition to Board of Finance Chairman Freedman, Vice Chair Rinaldi and Members Williams, Gabriele, Kooris and Michelson, the following individual took part in Executive Session: Mayor David Martin. After approximately 38 minutes, the Board exited Executive Session with Chairman Freedman stating that there were no decisions made or votes taken during Executive Session.	

**School Readiness**

<i>Item 3</i>	Request for Approval of Additional Appropriation in the amount of \$585,525 for the School Readiness Program Contracted Services due to the grant award being larger than anticipated. The Additional Appropriation is required to match the award.		<b>Approved</b>
	<b>Action Requested:</b>	Additional Appropriation	<b>6-0-0</b>
	<b>Amount:</b>	\$585,525 : 100% Grant Funded	<b>Motion by:</b> <b>D.Williams,</b>
	<b>Fund/Budget:</b>	School Readiness – Contracted Services	<b>Seconded by:</b>
	<b>Submitted by:</b>	Karen Cammarota, Grants Officer	<b>S.Gabriele</b>
	<i>Video: 45:37</i>	Ms. Cammarota explained this additional allocation of grant monies of \$585,525 will be used for the CLC and Room- to-Grow programs and the Stamford Public Schools' Pre-K program, (which is housed at the Apples site) to provide for childcare tuition subsidies, teacher salaries, and program supplies. Ms. Cammarota will research and provide answers at a later date to questions that were posed.	

**Police Department – Distracted Driving 2015/16**

<i>Item 4</i>	The Federal Highway Safety Program Award to decrease fatalities and injuries from vehicle crashes caused by distracted driving, especially those caused by the use of hand-held cellphones. Police enforcement will be increased on an overtime basis. A 25% project cost share (\$11,425) <i>is required</i> . These costs will come from an existing police overtime account. No additional City funds are being requested.		<b>Approved</b>
	<b>Action Requested:</b>	Additional Appropriation	<b>6-0-0</b>
	<b>Amount:</b>	\$34,275 : 100% Grant Funded	<b>Motion by:</b>
	<b>Fund/Budget:</b>	Distracted Driving 15/16	<b>S.Gabriele</b>
	<b>Submitted by:</b>	Karen Cammarota, Grants Officer	<b>Seconded by:</b>
	<i>Video: 58:44</i>	Ms. Cammarota provided additional background on these grant funds	<b>D.Williams</b>

## OFFICE OF ADMINISTRATION

### *Firefighters' Pension - Discussion*

<i>Item 5</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.	<b>ITEM WITHDRAWN</b>
	<b>Action Requested:</b> Discussion	
	<b>Amount:</b>	
	<b>Fund/Budget:</b>	
	<b>Submitted by:</b> Michael Handler, Director of Administration; David Yanik, Controller	
	Video: 1:00:13	

## OFFICE OF POLICY AND MANAGEMENT

### *Third Quarter Projections*

<i>Item 6</i>	Update: FY 2015-16 3 <sup>rd</sup> Quarter Update/Projections	<b>No Action Taken</b>
	<b>Action Requested:</b> Update	
	<b>Amount:</b> \$	
	<b>Fund/Budget:</b>	
	<b>Submitted by:</b> Jay Fountain, Interim Director of OPM	
	Video: 01:12:37 Mr. Fountain provided an overview of the General Fund's revenue and expenditures year to date actuals along with third quarter projections.	

## BOARD OF FINANCE

### *Amendment – Resolution on Special Fund Budget for Fiscal Year 2016-17*

<i>Item 7</i>	Amendment to Resolution on Special Fund Budget for Fiscal Year 2016-17 due to the newly-created Harbor Management Fund item not being voted upon at the April 19, 2016 special meeting of the Board of Finance.	<b>Approved</b>
	<b>Action Requested:</b> Amendment to Resolution to Board of Representatives	<b>6-0-0</b>
	<b>Amount:</b> \$45,016	<b>Motion by:</b>
	<b>Fund/Budget:</b> Harbor Management Fund	<b>S.Gabriele</b>
	<b>Submitted by:</b> Richard Freedman, Chairman	<b>Seconded by</b>
	Video: 1:11:04	<b>D.Kooris</b>

**Budget Presentation Calendar**

<i>Item 8</i>	Review of the Board of Finance budget presentation process, including the calendar, number of meetings, format for presentations, etc.	<b><i>HOLD for June 9 Board Meeting</i></b>
<b><i>Action Requested:</i></b>	Discussion	
<b><i>Amount:</i></b>		
<b><i>Fund/Budget:</i></b>		
<b><i>Submitted by:</i></b>	Richard Freedman, Chairman, Board of Finance	
<i>Video: 02:02:57</i>	Because of the late hour this item will be held until the June 9, 2016 regular meeting of the Board.	

**Next Regular Meeting of the Board: Thursday, June 9, 2016 at 7:00 P.M.**

***Adjournment:*** (*Video: 02:04:22*) On a motion by Mr. Williams, which was seconded by Ms. Rinaldi, the Board unanimously agreed to adjourn this meeting at 10:10 p.m.

**Cynthia R. Winterle**

Cynthia R. Winterle  
Clerk of the Board