

MAYOR  
DAVID R. MARTIN



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VICE CHAIR  
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DAVID KOORIS  
KIERAN M. RYAN  
DUDLEY N. WILLIAMS

TEL: (203) 977-4699  
FAX: (203) 977-5030

**BOARD OF FINANCE**

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

**MINUTES**

**Thursday, September 13, 2018 - 7:00 PM**

**Board of Finance Meeting Room, 4<sup>th</sup> Floor**

**Call to Order:** Richard Freedman, Chair, called the meeting to order at 7:07 p.m. *(Video 00:00:00)*

Mr. Freedman noted the passing of Tom Mills, who was the Chairman of the Zoning Board and added that his passing is a big loss for the City of Stamford.

**Pledge of Allegiance:** Given by Richard Freedman, Chair

<p><b>Approval of Minutes</b></p> <p>August 16, 2018 – Regular Monthly Meeting</p> <p><i>(Video: 00:01:15)</i></p>	<p><b>Approved</b> <b>4-0-2</b> <b>Motion by:</b> <b>S. Gabriele</b> <b>Second by:</b> <b>D. Kooris</b></p> <p><b>Mr. Freedman</b> <b>and</b> <b>Ms. Rinaldi</b> <b>were not at the</b> <b>meeting</b></p>
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**Public Participation:**

- Ms. Cynthia Reeder spoke in regard to Item 7 Supplemental Capital Project Appropriation – Mill River Improvements and the history of remedial action by the City of Stamford. *(Video: 00:02:11)*
- Mr. Mike Papa spoke of the problem with knotweed in our area and his concerns with environmental issues. *(Video: 00:05:44)*

**Reports to the Board:** There were none.

**Members Present:** Richard Freedman, Mary Lou Rinaldi, Salvatore Gabriele, David Kooris, Kieran Ryan, Dudley Williams

**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.		<b>THERE WAS NO DISCUSSION</b>
	<b>Action Requested:</b>	Possible discussion	
	<b>Amount:</b>		
	<b>Fund/Budget:</b>		
	<b>Submitted by:</b>	Mayor David Martin	

**OFFICE OF ADMINISTRATION**

**CONTROLLER'S OFFICE**

***Additional Appropriation – Seasonal Funding***

<i>Item 2</i>	This request is to restore funding needed to utilize a seasonal employee to match bank transaction documentation to voucher packages for Accounts Payable document scanning (into OptiView). It supports the V-Card program that has generated vendor rebates (expecting to exceed \$90,000) that more than offset the cost of the seasonal employee. Originally we believed that other department employees could take on these tasks but short-term leaves for FMLA/workers' compensation have reduced the availability of three (3) full-time employees to do any more than their regularly-assigned duties. This seasonal also processes documentation for fixed asset recordkeeping and for false alarm billing (which is in the process of being moved out of the Controller's Office to the extent possible).		<b>WITHDRAWN</b>
	<b>Action Requested:</b>	Approval of Additional Appropriation	
	<b>Amount:</b>	\$15,000	
	<b>Fund/Budget:</b>	Contingency – (transfer into Seasonal Account)	
	<b>Submitted by:</b>	David Yanik, Controller	
		This item was withdrawn – to be submitted at a later date.	

**GRANTS ADMINISTRATION**

***Additional Appropriation – Fire Training – Grant Funded***

<i>Item 3</i>	This grant is fully funded by the State. The funds are used to train fire fighters and to maintain the training facility (\$50,432 for education and training and \$5,000 for facility maintenance).		<b>Approved 5-0-0 Motion by: M. L. Rinaldi Second by: S. Gabriele (Mr. Ryan was not present for this vote.)</b>
	<b>Action Requested:</b>	Approval of Additional Appropriation	
	<b>Amount:</b>	\$55,432 – 100% grant-funded	
	<b>Fund/Budget:</b>	Project # S39	
	<b>Submitted by:</b>	Trevor Roach, Fire Chief	
	(Video: 00:10:06)	Karen Cammarota, Grants Officer added that these funds are for the Regional Fire Training School where they hold classes to upgrade the skills of professional volunteer fire fighters.	

**Additional Appropriation – Medical Reserve Corp. Program Supplies – Grant Funded**

<i>Item 4</i>	This grant provides support for a Medical Reserve Corp (MRC). The MRC is a volunteer unit trained to assist during public health emergencies. Funds will be used to pay for supplies.		<b>Approved 5-0-0 Motion by: S. Gabriele Second by: D. Williams (Mr. Ryan was not present for this vote.)</b>
	<b>Action Requested:</b>	Approval of Additional Appropriation	
	<b>Amount:</b>	\$6,500 – 100% grant-funded	
	<b>Fund/Budget:</b>	Project # F39	
	<b>Submitted by:</b>	Jennifer Calder, Health Department Director	
(Video: 00:10:55)	Ms. Cammarota said that this is a State grant that comes through the Westport – Wilton Health District and supports the volunteer units that help the Public Health Department and public safety and public health emergencies.		

**TECHNOLOGY MANAGEMENT SERVICES**

**Additional Appropriation – Purchase of Live-Streaming Camera – Grant Funded - Board of Representatives**

<i>Item 5</i>	This is a request for funding from Area 9 Cable Council to purchase a live-streaming camera to record and broadcast public meetings via the Government Access Channel. No additional City funds are required.		<b>Approved 6-0-0 Motion by: D. Williams Second by: S. Gabriele</b>
	<b>Action Requested:</b>	Approval of Additional Appropriation	
	<b>Amount:</b>	\$6,200 – Grant Funded	
	<b>Fund/Budget:</b>	Government Access Fund	
	<b>Submitted by:</b>	Michael Pensiero, Information Services Director	
(Video: 00:11:38)	Mr. Pensiero and Bob Lion, Board of Representatives Special Committee on Communications were present to answer questions on this topic. Mr. Pensiero explained that this grant comes from (formerly) Cablevision and Optimum, now Altice Cable Television, which is the Government Access Fund. He said the City plans on increasing the use of the channel. Mr. Lion added that this is an opportunity for the City to put its best face forward and all departments will have access to it. There was a suggestion that a steering committee be established to discuss what should be on the channel. It has been dormant for about 20 years. Mr. Pensiero went over some of the technical aspects of the channel and the opportunities going forward.		

At this point Mr. Williams recused himself from the meeting room.

**OPERATIONS**

**Supplemental Capital Project Appropriation – Mill River Whittingham Discovery Center**

<i>Item 6</i>	This request is to fund the construction of the Whittingham Discovery Center in Mill River Park.		<b>HELD</b>
	<b>Action Requested:</b>	Approval of Supplemental Capital Project Appropriation	
	<b>Amount:</b>	\$3,000,000	
	<b>Fund/Budget:</b>	New Capital Project - Connecticut DEEP Grant	
	<b>Submitted by:</b>	Louis Casolo, City Engineer	
	This item has been held.		

**Supplemental Capital Project Appropriation – Mill River Improvements**

<i>Item 7</i>	This request is to fund the transport and disposal of impacted soil generated by the construction of the Ice Rink at Mill River Park.		<b>Approved:</b> <b>4-0-1</b> <b>Motion by:</b> <b>D. Kooris</b> <b>Second by:</b> <b>R. Freedman</b> <b>Abstained:</b> <b>K. Ryan</b> <b>Recused:</b> <b>D. Williams</b>
	<b>Action Requested:</b>	Approval of Supplemental Capital Project Appropriation	
	<b>Amount:</b>	\$370,000	
	<b>Fund/Budget:</b>	CP0050 Mill River Improvements	
	<b>Submitted by:</b>	Louis Casolo, City Engineer	
(Video: 00:19:38)	<p>Mr. Casolo gave some background on the soil removal work to be done and what has been done already at this site. He explained the different projects involved and funding of these projects.</p> <p>During the discussion of this topic, members of the Board asked that a sources and uses accounting of the Mill River Park capital expenditures be presented to the Board of Finance at the November 8, 2018 meeting.</p> <p>In response to a question about future excavation remediation expenses being built into the budget, Mr. Casolo replied that it is now being built in.</p> <p>Also present was Mr. Michael Stake, Construction &amp; Capital Planning Manager for the Mill River Park Collaborative.</p>		

At this point Mr. Williams returned to the meeting.

Before the meeting adjourned, the following issues were brought up:

1. Mr. Ryan spoke about Item 12 of the July 12, 2018 meeting of the Board where the Board requested a letter from Corporation Counsel justifying the necessity for the bid waiver as a critical public safety concern and that Mr. Casolo also sign the letter. The responses from Corporation Counsel and Mr. Casolo reiterated the reasons for the bid waiver were as presented to the Board at the July 12 meeting. The reasons did not include a critical public safety concern. The Board asked the Clerk to research further this item and provide it to members.
2. Mr. Gabriele brought up the matter of leaf pick-up in the City of Stamford and whether it should be outsourced. It was suggested that there be a committee looking into actual costs for this work, including maintenance. Following the discussion, members of the Board asked that Mayor David Martin be invited to the October 11, 2018 meeting of the Board to discuss this topic.

[This Meeting is on Video.](#)

**Next Regular Meeting of the Board: Thursday, October 11, 2018 at 7:00 P.M.**

**Adjournment:** The meeting was adjourned at 8:15 p.m. (Video: 01:07:15)

**Cynthia R. Winterle**

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