

MAYOR
DAVID R. MARTIN



RICHARD FREEDMAN
CHAIR
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BOARD OF FINANCE

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BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, January 9, 2020 – 7:00 p.m.

Board of Finance Meeting Room, 4th Floor

MINUTES

CALL TO ORDER: Chair Richard Freedman called the meeting to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE: Chair Richard Freedman

ADMINISTRATION OF OATH

Mr. Freedman welcomed incoming member Frank Cerasoli and congratulated him on his appointment. Mr. Cerasoli will be filling the seat vacated by the resignation of former member Salvatore Gabriele.

Mayor David Martin then administered the Oath to newly-appointed member Frank Cerasoli.

PUBLIC PARTICIPATION: There was none. (Video: 00:01:47)

REPORTS TO THE BOARD:

- A. Contingency Update – FY 19-20
- B. Board of Finance and Administration Transfer Report – FY 19-20

ITEMS LISTED IN ORDER THEY WERE HEARD

1. **MINUTES:** Request for approval of minutes of the following December 2019 meetings: *(Video: 00:01:59)*
 - A. Audit Committee Meeting – December 12, 2019;
 - B. Special Reorganization Meeting – December 12, 2019; and
 - C. Regular Monthly Meeting – December 12, 2019

Submitted by: Clerk, Board of Finance

A motion to approve made by Ms. Rinaldi seconded by Mr. Alswanger passed with a vote of 4-0-1 with Mr. Cerasoli abstaining.

2. **DISCUSSION – ROADWAY WIDENING OF WASHINGTON BOULEVARD AND PULASKI STREET**

(Video: 00:02:38)

The Mayor will address the Board of Finance in executive session on roadway widening of Washington Boulevard and Pulaski Street.

Following a short presentation and discussion with Mayor Martin and Garrett Bolella, Traffic Engineer, Mayor Martin asked that the Board go into Executive Session.

A motion to enter Executive Session at 7:20 p.m. to discuss a real estate matter was made by Ms. Rinaldi, seconded by Mr. Freedman and passed unanimously (5-0-0). Present during Executive Session were Mayor Martin, Ms. Kathryn Emmet, Director of Legal Affairs, and Board of Finance members Ms. Rinaldi, and Messrs. Freedman, Alswanger, Cerasoli and Ryan.

EXECUTIVE SESSION *(Video: 00:18:40)*

At 7:50 p.m., on a motion made by Ms. Rinaldi, seconded by Mr. Ryan and a unanimous vote (5-0-0), the Board came out of Executive Session. Chair Freedman noted that there were no motions made during Executive Session, nor action taken. *(Video: 00:47:52)*

Prior to leaving the conference room, Mayor Martin commented on agenda items 7, 13, 15-16, 17 and 18.

At this point, Mr. Freedman indicated that Items 3, 4, 5 and 6 would be heard later in the meeting as Mr. Handler and Dr. Lucero were attending another meeting. *(Video: 00:55:32)*

7. APPROPRIATION OF PORTION OF PRIOR YEAR 2018-19 GENERAL FUND BALANCE

(Video: 00:55:46)

Request for appropriations as outlined below:

Rainy Day Fund/Purposes	\$500,000
Risk Management Fund	\$1,500,000
Board of Education/Short Term Capital	\$3,000
City/Capital Non-Recurring	<u>\$11,500,000</u>
	\$13,503,000

Action Requested: Approval of appropriations
Amount: \$13,503,000
Fund/Budget: (listed above)
Submitted by: Mayor David Martin; Michael Handler
Attending: Jay Fountain, Director of OPM

Mr. Fountain was present to answer questions posed by members of the Board.

A motion to approve made by Mr. Cerasoli seconded by Mr. Alswanger passed unanimously (5-0-0).

8. ADDITIONAL SERVICES – NEW POLICE HEADQUARTERS BID S-6555 – BVH

INTEGRATED SERVICES (Video: 01:00:56)

Request for approval of an additional fee associated with Bid S-6555 to provide for additional services to perform work at the new Stamford Police Headquarters. There is no additional expense to the City as the contractor, O&G Industries, will absorb the cost.

Action Requested: Approval of additional services
Amount: \$36,820 (22%)
Fund/Budget: O&G Industries will absorb the cost
Submitted by: Louis Casolo, City Engineer
Attending: Mr. Casolo

A motion to approve made by Mr. Ryan seconded by Mr. Alswanger passed unanimously (5-0-0).

9. ADDITIONAL APPROPRIATION – HOMELAND SECURITY 19/20 – GRANT FUNDED (Video: 01:05:37)

Request for an additional appropriation for FY 2019 Homeland Security grant funds.

Action Requested: Approval of additional appropriation
Amount: \$373,659
Fund/Budget: \$23,659 (Conferences & Training)
\$350,000 (Non-capital Equipment)
Submitted by: Karen Cammarota, Grants Officer
Attending: Ms. Cammarota

Ms. Cammarota indicated that these grant funds are provided by the State and this year is the sixth year that the City has acted as the fiduciary agent.

A motion to approve made by Ms. Rinaldi seconded by Mr. Cerasoli passed unanimously (5-0-0).

10. ADDITIONAL APPROPRIATION – JUSTICE ASSISTANCE GRANT (2018-19) (Video: 01:06:54)
Request for an additional appropriation for providing extra walking police patrols in City parks on an overtime basis.

Action Requested: Approval of additional appropriation
Amount: \$43,821 (100% grant funded)
Fund/Budget: From: Justice Assistance Grant 18-19
To: Justice Assistance/Overtime (\$20,650)
Justice Assistance/Equipment (\$23,171)
Submitted by: Thomas Wuennemann, Acting Chief of Police
Attending: Acting Chief Wuennemann and Ms. Cammarota

Chief Wuennemann indicated that this grant allows for an extra police presence in the parks.

A motion to approve made by Mr. Ryan seconded by Ms. Rinaldi passed unanimously (5-0-0).

11. ADDITIONAL APPROPRIATION – JUSTICE ASSISTANCE GRANT (2019-20) (Video: 01:08:00)
Request for an additional appropriation for purchasing equipment to enhance tactical in-field and training operations.

Action Requested: Approval of additional appropriation
Amount: \$41,884 (100% grant funded)
Fund/Budget: From: Justice Assistance Grant 19-20
To: Justice Assistance/Program Supplies
Submitted by: Thomas Wuennemann
Attending: Acting Chief Wuennemann; Ms. Cammarota

Chief Wuennemann said this funding will go to supporting supplies for the bomb team, motorcycle unit, the K-9 unit (including some training) and the special response team.

A motion to approve made by Mr. Alswanger seconded by Mr. Cerasoli passed unanimously (5-0-0).

12. ADDITIONAL APPROPRIATION – NON-MOTORIZED ENFORCEMENT- GRANT FUNDED
(Video: 01:10:14)
Request for an additional appropriation to be used to reduce fatalities and injuries and bicycle-involved crashes. (This is a new grant.)

Action Requested: Approval of additional appropriation
Amount: \$14,812 (100% grant funded)
Fund/Budget: From: Non-Motorized Enforcement Grant
To: Non-Motorized Enforcement/Overtime
Submitted by: Thomas Wuennemann
Attending: Acting Chief Wuennemann; Ms. Cammarota

Chief Wuennemann indicated these funds are for enforcement of pedestrian safety.

A motion to approve made by Ms. Rinaldi seconded by Mr. Cerasoli passed unanimously (5-0-0).

- (4.) MOLD UPDATE – STAMFORD ASSET MANAGEMENT GROUP (Video: 01:11:16)
Michael Handler, Director of Administration, will be present to give an update on activity relating to the mold project.

Mr. Handler updated the Board on the status of the mold project and considerations going forward.

- (5.) SAFE DEBT LIMIT (Video: 01:21:10)
Request for approval of a resolution concerning Certificate of Safe Debt Limit for Fiscal Year 2020-21.

Action Requested: Approval of Safe Debt Limit
Amount: \$40,000,000
Fund/Budget: Capital
Submitted by: Michael Handler, Director of Administration
Attending: Mr. Handler

A motion to approve a request by the Director of Administration for a resolution concerning a Certificate of Safe Debt Limit of \$40,000,000 for Fiscal Year 2020-21 was made by Ms. Rinaldi seconded by Mr. Alswanger passed unanimously (5-0-0).

- (6.) AGREEMENT – SPRINGDALE BATHROOM RENOVATION PROJECT – VIKING CONSTRUCTION (Video: 01:29:53)
Request for approval of an agreement with Viking Construction, Inc. to complete work in accordance with Bid No. S-6621, Toilet Room Renovations at Springdale Elementary School. Note that the agreement permits Viking to spend up to \$99,000 (See paragraph 3) until such time as the Boards of Finance and Representatives approve the full contract.

Action Requested: Approval of Agreement
Amount: \$549,036
Fund/Budget: City Bonds
Submitted by: Michael Handler
Attending: Mr. Handler and Erik Larson, Purchasing Manager

This is the contract associated with a bid waiver approved by the Board of Finance at its November 14, 2019 meeting.

A motion to approve made by Mr. Alswanger seconded by Mr. Cerasoli passed unanimously (5-0-0).

- (3.) FISCAL UPDATE – SPED BUDGET (Video: 01:31:53)
Dr. Tamu Lucero, Superintendent of Schools, will be present to give an update on the Special Education budget.

Dr. Lucero updated the Board on the status of the Special Education budget and projections for the future.

13. APPROPRIATION - CAPITAL PROJECT (C56182) - STREET PATCH AND RESURFACING

(Video: 01:44:32)

Request for Capital Project appropriation to patch and resurface the City roadway infrastructure.

Action Requested: Approval of Capital Project appropriation
Amount: \$5,000,000
Fund/Budget: Capital Non-Recurring
Submitted by: Thomas Turk, Traffic and Road Maintenance Supervisor
Attending: Mr. Turk

Mr. Turk provided Board members with an assessment of work to be done and answered questions posed by the Board.

A motion to approve made by Ms. Rinaldi seconded by Mr. Alswanger passed unanimously (5-0-0).

14. APPROPRIATION – CAPITAL PROJECT (C63005) – FIRE APPARATUS *(Video: 01:51:29)*

Request for Capital Project appropriation for the purchase of a new fire engine. There has been a private contribution for the Belltown fire engine and the City is to contribute \$250,000 towards the total purchase price.

Action Requested: Approval of Capital Project appropriation
Amount: \$240,812
Fund/Budget: Private Contribution
Submitted by: Trevor Roach, Fire Chief; Miguel Robles, Assistant Fire Chief
Attending: Ted Jankowski, Director of Public Safety, Health and Welfare

Mr. Jankowski indicated this effort is a partnership between the Belltown Fire Department and the City of Stamford. The City's contribution of \$250,000 has already been allocated in the budget and the contribution of \$240,812 has been raised by the Belltown community.

A motion to approve made by Mr. Cerasoli seconded by Ms. Rinaldi passed with a vote of (4-0-0). (Mr. Alswanger was absent from the meeting room at the time of the vote.)

15. APPROPRIATION – CAPITAL PROJECT (C65202) – CITYWIDE EQUIPMENT REPLACEMENT AND UPGRADE *(Video: 01:54:34)*

Request for Capital Project appropriation for replacement truck bodies due to damage from rust.

Action Requested: Approval of Capital Project appropriation
Amount: \$625,000
Fund/Budget: Short-Term Financing - Capital
Submitted by: Anthony McCray, Fleet Manager
Attending: Mark McGrath, Director of Operations, Thomas Turk and Anthony McCray,

The Board questioned purchasing replacement truck bodies off a State contract and requested additional information supporting purchase off a State contract for a repair of this size and complexity. The Board agreed to discuss this item again after receiving the additional information at a special meeting to be held for this item and Item #16 on Tuesday, January 14th.

A motion to HOLD made by Mr. Freedman seconded by Mr. Ryan passed unanimously (5-0-0).

16. APPROPRIATION – CAPITAL PROJECT (C65202) – CITYWIDE EQUIPMENT REPLACEMENT AND UPGRADE (Video: 02:17:42)

Request for Capital Project appropriation for brush cutting equipment.

Action Requested: Approval of Capital Project appropriation
Amount: \$152,000
Fund/Budget: Capital Non-Recurring
Submitted by: Anthony McCray, Fleet Manager
Attending: Mr. McGrath, Thomas Turk and Anthony McCray

The Board questioned purchasing this equipment off a State contract and requested the same information as requested under Item #15

A motion to HOLD made by Mr. Freedman seconded by Mr. Ryan passed unanimously (5-0-0).

17. TRANSFER REQUEST – BEHAVIORAL HEALTH CONSULTANT – OFFICE OF PUBLIC SAFETY AGENCIES (Video: 02:18:37)

Request for a transfer for funding Behavioral Health Consultant.

Action Requested: Approval of transfer
Amount: \$25,000
Fund/Budget: From: City Support BOE/Teachers Retirement System Contribution
To: SHW/Professional Consultant
Submitted by: Ted Jankowski, Director, Public Safety, Health and Welfare
Attending: Mr. Jankowski

Mr. Jankowski indicated the need to address incidents law enforcement officers come in contact with involving persons with mental health issues.

A motion to approve made by Mr. Alswanger seconded by Ms. Rinaldi passed unanimously (5-0-0).

(19) TRANSFER REQUEST – SEASONAL POSITIONS – HUMAN RESOURCES (Video: 02:21:18)
Request for a transfer to cover three (3) seasonal positions through June 30, 2020.

Action Requested: Approval of transfer
Amount: \$58,500
Fund/Budget: From: Human Resources/Part-Time \$20,000
Human Resources/Salaries \$38,500
To: Human Resources/Seasonal \$58,500
Submitted by: Vikki Cooper, Deputy Corporate Counsel
Attending: Al Cava, Director, Human Resources

Mr. Cava explained the need to continue three seasonal employee positions until the end of the fiscal year.

A motion to approve made by Ms. Rinaldi seconded by Mr. Alswanger passed unanimously (5-0-0).

- (20) TRANSFER REQUEST – MOVE FROM PUBLIC SAFETY TO TECHNOLOGY (Video: 02:25:30)
Request for a transfer due to a position recently reclassified to Information Technology Supervisor for Police and Public Safety.

Action Requested: Approval of transfer
Amount: \$46,245
Fund/Budget: From: Police Administration/Salaries
To: Technology Management Services/Salaries
Submitted by: Michael Pensiero, Information Services Director
Attending: Mr. Pensiero

Mr. Pensiero said that transferring this position over to IT will help to further organize the Police Department.

A motion to approve made by Mr. Ryan seconded by Mr. Alswanger passed unanimously (5-0-0).

18. TRANSFER REQUEST – FACILITY – LOCKWOOD AVENUE (Video: 02:27:05)
Request for a transfer to cover cost of facility on Lockwood Avenue. The financial oversight of the building reverted back to the City as of July 1, 2019.

Action Requested: Approval of transfer
Amount: \$347,650
Fund/Budget: To: City Support BOE/Teachers Retirement System Contribution
From: Various Lockwood Avenue accounts (Sonitrol, Plumbing, Pest Control, Water, Electric Utility, Natural Gas Utility, OSHA Safety Requirements, Building Maintenance, Small Tools and Replacement)
Submitted by: Mark McGrath, Director of Operations
Attending: Mr. McGrath

Mr. McGrath outlined the conditions impacting the Lockwood Avenue facility following the departure of the Trailblazers program run by Domus and the City's financial responsibilities. He answered questions posed by members of the Board.

A motion to approve made by Mr. Freedman seconded by Mr. Alswanger passed with a vote of 3-1-1 with Ms. Rinaldi opposed and Mr. Cerasoli abstaining.

21. BUDGET PRESENTATION CALENDAR – 2020-21 (Video: 02:41:20)
Request for approval of the 2020-21 Budget Presentation Calendar

Action Requested: Approval
Submitted by: Cynthia Winterle, Clerk
Attending: Ms. Winterle

A motion to approve made by Mr. Freedman seconded by Mr. Cerasoli passed unanimously (5-0-0).

22. ADJOURNMENT (Video: 00:00:00)

A motion to adjourn made by Mr. Ryan seconded by Ms. Rinaldi passed unanimously (5-0-0). The meeting adjourned at 9:46 p.m.

[This meeting is on video.](#)

The next Regular Meeting of the Board: Thursday, February 13 at 7:00 p.m.

Cynthia R. Winterle

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