

**MAYOR
CAROLINE SIMMONS**



**RICHARD FREEDMAN
CHAIR
MARY LOU T. RINALDI
VICE CHAIR
GEOFF ALSWANGER
DENNIS MAHONEY
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BOARD OF FINANCE

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BOARD OF FINANCE REGULAR MONTHLY MEETING

**Thursday, July 14, 2022
Time: 7:00 p.m.
Via Zoom**

MINUTES

CALL TO ORDER: Chair Richard Freedman called the meeting to order at 7:03 p.m. *(Video 00:00:12)*

MEMBERS PRESENT: Chair, Richard Freedman; Vice Chair, Mary Lou Rinaldi; Members, Geoff Alswanger, Dennis Mahoney, David Mannis and J.R. McMullen.

OTHERS PRESENT: Mayor Caroline Simmons, Chris Dellaselva, Burt Rosenberg, Al Cava, Lee Berta, Kevin Murray, Dan Colleluori, Tony Romano, David Yanik, Bill Napoletano, Anita Carpenter, Bridget Fox, Chuck Williams, Ralph Blessing, Laurie Albano, Matt Quinones, Josie Carpanzano and Lee Shemitz.

PUBLIC PARTICIPATION: One member of the public, Mike, expressed his disappointment in the increase of his personal property tax bill. The increase is a result of a higher valuation of the vehicle as the personal property mill rate was not increased. *(Video 00:00:54)*

Before addressing the first item of business, Chairman Freedman announced the resignation of Board Member David Mannis. Mr. Mannis is moving to Europe. Chair Freedman thanked Mr. Mannis for his service and wise counsel. He also noted that it was an honor and a great pleasure to serve on the Board with Mr. Mannis.

1. MINUTES (Video 00:09:46)

Request for approval of minutes of the following meetings:

06092022 Audit Committee Meeting
06092022 Regular Monthly Meeting

Submitted by: Clerk, Board of Finance

Motion to approve both Meeting Minutes by Mary Lou Rinaldi. Seconded by David Mannis.
Motion by Richard Freedman to amend original motion and approve 06092022 Audit Committee Meeting Minutes and hold 06092022 Regular Monthly Meeting Minutes for further review. Amended motion seconded by Mary Lou Rinaldi. The vote passed, 5-0-1. Geoff Alswanger abstained.

2. POSSIBLE DISCUSSION – MAYOR CAROLINE SIMMONS (Video 00:13:25)

Mayor Caroline Simmons addressed the Board of Finance on the City's AAA rating by Fitch Ratings and highlighted that Fitch looked favorably at the City's creation of a \$20 million capital reserve for school construction. Mayor Simmons also expressed her appreciation to David Mannis for his work on the Board of Finance and on the Board of Education.

3. BUDGET UPDATE – BOARD OF EDUCATION

Ryan Fealey, Director of Finance, Board of Education, did not provide an update on the BOE budget.

4. ACFR UPDATE AND DISCUSSION (Video 00:20:28)

David Yanik, City Controller; Bill Napoletano, Tax Director and Anita Carpenter, Grants Officer, were present to review Vice Chair Rinaldi's plan for continued updates to the Board regarding preparation of the next annual external audit.

5. STAMFORD ERP PROJECT UPDATE (Video 00:24:29)

Chuck Williams presented an update on the ERP Project.

Submitted by: Sandy Dennies, Director of Administration
Attending: Chuck Williams, Stamford ERP Project Manager

6. CHANGE TO CERIDIAN-STAMFORD CONTRACT FOR RFP 714 (HRIS & PAYROLL SOLUTION)

Approval of these Software Requirement Specification Documents is necessary to integrate the Dayforce HR/Payroll system with the Oracle Cloud Financial system. Work includes changes so that data produced by the Dayforce system uses the same chart of accounts as the Oracle system. These specification documents add an additional \$69,480.00 in fees to this contract (\$40,680.00 Denise Walsh plus \$28,800.00 Madison Farris). The original Ceridian contract price was \$624,180.00. The current contract price is \$929,325.00. \$73,125.00 of that increase was approved by the BOF in Oct. 2020. The project has now exceeded the contract price by more than 15% and so these specification documents require BOF approval per Sec. 23-18.4.C.(2) of the City's Code of Ordinances. (Video 00:41:05)

Action Requested: Approval of Contracts
Amount: \$69,480
Submitted by: Mayor Caroline Simmons
Attending: Chuck Williams, Stamford ERP Project Manager

Motion to approve by Geoff Alswanger, seconded by Dennis Mahoney. Vote passed, 5-0-1. J.R.McMullen abstained.

7. APPROVAL OF CONTRACT WITH SUSTAINABLE STRATEGIES FOR FEDERAL LOBBYING SERVICES (RFP 854). (Video 00:47:10)

The proposed contract is one year with two optional extensions of one year each for a total of three years. The fee for these services is a flat \$132,600 per year, flat.

Action Requested:	Approval of Contract
Amount:	\$132,600
Submitted by:	Mayor Caroline Simmons
Attending:	Bridget Fox, Chief of Staff

Mr. Mahoney requested that the Board receive recurring progress/informational updates from Sustainable Strategies. Ms. Fox agreed.

Motion to approve by Mary Lou Rinaldi, seconded by Geoff Alswanger. Vote passed unanimously, 6-0-0.

8. REVIEW AND DISCUSSION OF TRIENNIAL LIST OF PROPERTIES. (Video 00:51:10)

In accordance with Sec. 9-4 of the Stamford Code of Ordinances, the Director of Administration has submitted a list of all real property owned or leased by the City (the Triennial List) for review and discussion with the objective of recommending future use or disposal of unused properties. This is the remainder of the Triennial List, in addition to the two properties reviewed at the June 9, 2022 BOF Regular Monthly Meeting.

Submitted by:	Sandy Dennies, Director of Administration
Attending:	Ralph Blessing

Motion by Richard Freedman to recommend against selling properties 2, 3, 5, 6, 7, 8, 9 and 12 (from the Excel spreadsheet provided by Director Dennies entitled "List of Triennial Property 2021", tab "Potential Sale") and to recommend selling properties 10 and 11 with no conditions. Seconded by J.R. McMullen. Vote passed unanimously, 6-0-0.

Motion by Mary Lou Rinaldi to recommend special sale of the Haig Avenue property, seconded by Richard Freedman with the following conditions:

- Building must be preserved
- Building cannot be expanded
- Property cannot be rezoned
- Property cannot be subdivided

The building is located on a 1.63 acre parcel. The Board recommended that the city subdivide the parcel prior to sale and sell the building on a .63 parcel and that the city retain ownership of the remaining 1 acre parcel.

Vote passed 5-1-0. J.R. McMullen voted against.

9. APPROVAL OF TENTATIVE AGREEMENT WITH IUOE LOCAL 30 – OPERATIONS. *(Video 01:50:00)*
 The City reached a four-year labor agreement with IUOE Local 30 - Operations. The agreement is retroactive to July 1, 2019 and expires on June 30, 2024. The tentative agreement is being presented to the Board of Finance for an advisory opinion.

Action Requested: Advisory Opinion of Tentative Agreement
Submitted by: Al Cava, Director of Human Resources
Attending: Al Cava

Al Cava presented the Tentative Agreement to the Board and answered questions.

Motion to provide a positive advisory opinion to Board of Representatives by David Mannis, seconded by Geoff Alswanger. Vote passed unanimously, 6-0-0.

10. REQUEST FOR ADDITIONAL APPROPRIATION – IUOE LOCAL 30 – OPERATIONS RETRO PAYOUT. *(Video 02:00:11)*

Request to appropriate funds from the general funds' fund balance account to pay retro wage settlements (from FY 19 thru FY22) that were recently agreed upon via a tentative agreement between the City and the IUOE (City UE) Union.

Action Requested: Approval of appropriation
Amount: \$900,537
Fund/Budget: Fund Balance
Submitted by: OPM
Attending: Lee Berta, Assistant Director of OPM

Lee Berta reviewed the Cost Summary for items 10 and 11 with the Board, as Chair Freeman suggested reviewing the two items together.

Motion to approve by Dennis Mahoney, seconded by J.R. McMullen. Vote passed unanimously, 6-0-0.

11. REQUEST FOR ADDITIONAL APPROPRIATION – IUOE LOCAL 30 – OPERATIONS WAGE AND BENEFIT INCREASE. *(Video 02:06:33)*

This is a request to appropriate funds from contingency to pay current year wage settlements (FY23) that were recently agreed up via a tentative agreement between the City and the IUOE (City UE) Union.

Action Requested: Approval of appropriation
Amount: \$1,098,156
Fund/Budget: Contingency
Submitted by: OPM
Attending: Lee Berta, Assistant Director of OPM

Motion to approve by J.R. McMullen, seconded by Mary Lou Rinaldi. Vote passed unanimously, 6-0-0.

12. APPROVAL OF TENTATIVE AGREEMENT WITH DENTAL HYGIENISTS. *(Video 02:07:05)*

The City reached a three-year labor agreement with the Dental Hygienists. The agreement is retroactive to July 1, 2021 and expires on June 30, 2024. The tentative agreement is being presented to the Board of Finance for an advisory opinion.

Action Requested:	Advisory Opinion of Tentative Agreement
Submitted by:	Al Cava, Director of Human Resources
Attending:	Al Cava

Al Cava presented the Tentative Agreement to the Board and answered questions.

Motion to provide a positive advisory opinion to the Board of Representative by Mary Lou Rinaldi, seconded by David Mannis. Vote passed unanimously, 6-0-0.

13. REQUEST FOR ADDITIONAL APPROPRIATION – DENTAL HYGIENISTS –RETRO PAYOUT

This is a request to appropriate funds from the general funds' fund balance account to pay retro wage settlements (from FY22) that were recently agreed upon via a tentative agreement between the City and the Dental Hygienist Union. *(Video 02:10:00)*

Action Requested:	Approval of appropriation
Amount:	\$6,730
Fund/Budget:	Fund Balance
Submitted by:	OPM
Attending:	Lee Berta, Assistant Director of OPM

Lee Berta reviewed the Cost Summary for items 13 and 14 with the Board, as Chair Freeman suggested reviewing the two items together.

Motion to approve by Dennis Mahoney, seconded by Mary Lou Rinaldi, Vote passed unanimously, 6-0-0.

14. REQUEST FOR ADDITIONAL APPROPRIATION – DENTAL HYGIENISTS - WAGE INCREASE

This is a request to appropriate funds from the contingency to pay current year wage settlements (FY23) that were recently agreed upon via a tentative agreement between the City and the Dental Hygienist Union. *(Video 02:10:52)*

Action Requested:	Approval of appropriation
Amount:	\$13,611
Fund/Budget:	Contingency
Submitted by:	OPM
Attending:	Lee Berta, Assistant Director of OPM.

Motion to approve by J.R. McMullen, seconded by David Mannis. Vote passed unanimously, 6-0-0.

15. CAPITAL PROJECT APPROPRIATION REQUEST – BARRETT PARK. (Video 02:11:15)
 Demolition of existing playground and construction of ADA compliant 2-5 & 5-12 play areas including poured-in-place (PIP) rubber safety surfacing, under-drainage for safety surfacing and drainage repair for wet area in playground area. Site improvements also include grading, fencing and walkway access..

Action Requested: Approval of appropriation
Amount: \$500,000
Fund/Budget: State Grant
Submitted by: Matthew Quinones, Director, Operations
Attending: Matthew Quinones
 Anthony Romano, OPM

Matt Quinones presented this item to the Board and answered questions. The money for this item comes entirely from a State Grant.

Motion to approve by Dennis Mahoney, seconded by Mary Lou Rinaldi, Vote passed unanimously, 6-0-0.

16. *****WITHDRAWN***(requires Planning Board review)**

~~CAPITAL PROJECT APPROPRIATION REQUEST – CITY WIDE SIGNALS
 Funding for Traffic Signal Infrastructure Improvements related to development.~~

~~**Action Requested:** Approval of appropriation
Amount: \$47,542.63
Fund/Budget: Private Contributions
Submitted by: Frank Petise, Bureau Chief, Transportation Planner
Attending: Frank Petise
 Anthony Romano, OPM~~

17. REQUEST FOR A BID WAIVER – CONSTRUCTION SERVICES SUBCONTRACTED THROUGH PAVARINI NORTHEAST FOR WORK AT THE SOUNDWATERS HARBOR CENTER IN BOCCUZZI PARK. (Video 02:20:46)/02:29:48)

Bid waiver is requested in accordance with Purchasing Ordinance, per Sec. 23-18.3B(1)(b) - Special source. There is no proposed change to the City’s capital contribution.

Action Requested: Approval of Bid Waiver
Amount: \$800,000
Submitted by: Mayor Caroline Simmons
Attending: Chris Dellaselva, Corporation Counsel

This item was held while the presenter was contacted. The Board moved on to item 18 at the suggestion of J.R. McMullen. Chair Freedman agreed.

Chris Dellaselva presented this item and answered questions. Lee Shemitz, Soundwaters, provided additional clarification on construction details for this item.

Motion to approve by Dennis Mahoney, seconded by Richard Freedman. Vote passed 4-0-2. Mary Lou Rinaldi and J.R. McMullen abstained.

18. AMENDMENT TO LEASE OF SCHOOL BUILDING FROM “OUR LADY STAR OF THE SEA” TO RECREATION DEPARTMENT. (Video 02:22:31)

5-year extension and amendment to an existing lease between the Recreation Department and Our Lady Star of the Sea for conducting recreational programs.

Action Requested:	Approval of lease amendment
Amount:	\$221,585 annual rent with annual increases of 2.08%
Fund/Budget:	General Fund
Submitted by:	Mayor Caroline Simmons
Attending:	Burt Rosenberg, Assistant Corporation Counsel

Burt Rosenberg presented this item to the Board.

Motion to approve by Dennis Mahoney, seconded by J.R. McMullen. Vote passed unanimously, 6-0-0.

19. TRANSFER REQUEST – OPERATING BUDGET – TO FUND THE COST OF A NEW FULL TIME LABORER. (Video 02:25:05)

This is a request to transfer funds from seasonal accounts to Collections/Salary to fund a new full time Laborer position. The need for additional staff is due to the increase in collections.

Action Requested:	Approval of appropriation
Amount:	\$53,237
Fund/Budget:	Dept. 2143 - Collection
Submitted by:	OPM
Attending:	Dan Colleluori, Supervisor, Solid Waste and Recycling Lee Berta, Assistant Director, OPM

Dan Colleluori presented this item and answered questions. Lee Berta provided additional estimated information on total cost of position.

Motion to approve by Mary Lou Rinaldi, seconded by David Mannis. Vote passed unanimously, 6-0-0.

*****presenter for item 17 jointed the meeting and the Board returned to review item 17*****
(Video 02:29:48)

20. TRANSFER REQUEST – OPERATING BUDGET – PROPERTY MANAGER OLD TOWN HALL
FY 22/23. (Video 02:41:52)

This transfer is to cover the expense of retaining the current position of Property Manager at the Old Town Hall. As per State regulations, he will be covered as a Seasonal for the maximum of 120 days until the Human Resources and Operations has been able to secure the position as a full-time City employee. This position is critical to the day-to-day functions of this facility to ensure that the outside vendors and tenants have a person that they can relay their individuals needs or issues with and be the liaison between them and the Operations Supervisor that oversees this facility and two others.

Action Requested:	Approval of transfer request
Amount:	\$21,530
Fund/Budget:	Dept. 2149 – Old Town Hall
Submitted by:	OPM
Attending:	Lee Berta, Assistant Director, OPM Kevin Murray, Operations Manager, Parks & Facilities

Lee Berta and Kevin Murray presented this item and answered questions. Matt Quinones added additional clarification for this item.

Motion to approve by Mary Lou Rinaldi, seconded by David Mannis. Vote passed, 4-2-0.
J.R. McMullen and Dennis Mahoney voted against.

21. TRANSFER REQUEST – YEAR END FY21/22 BOF TRANSFERS – ADMINISTRATION – OFFICE OF
OPERATIONS. (Video 02:58:54)

In accordance with the City Charter Section C8-30-11, Control of Appropriations, transfers of appropriations (excluding administrative transfers) may, with the approval of the Board of Finance, be made in proper cases from one item to another. These are YE FY21/22 transfers

Action Requested:	Approval of transfer request
Amount:	\$185,000
Fund/Budget:	Dept. 2600 – Administration – Office of Operations
Submitted by:	OPM
Attending:	Lee Berta, Assistant Director, OPM

Lee Berta presented this item for transfers within the Office of Operations.

Motion to approve by Geoff Alswanger, seconded by Mary Lou Rinaldi. Vote passed unanimously, 6-0-0.

22. TRANSFER REQUEST – YEAR END FY21/22 BOF TRANSFERS – ADMINISTRATION – DIRECTOR
OF ADMINISTRATION. (Video 03:03:43)

In accordance with the City Charter Section C8-30-11, Control of Appropriations, transfers of appropriations (excluding administrative transfers) may, with the approval of the Board of Finance, be made in proper cases from one item to another.

Action Requested:	Approval of transfer request
Amount:	\$146,450
Fund/Budget:	Dept. 1010 – Director of Administration
Submitted by:	OPM
Attending:	Lee Berta, Assistant Director, OPM

Lee Berta presented this item and answered questions.

Motion to approve by David Mannis, seconded by Geoff Alswanger. Vote passed unanimously, 6-0-0.

23. TRANSFER REQUEST – YEAR END FY21/22 BOF TRANSFERS – LAW – HR. (Video 03:07:29)
In accordance with the City Charter Section C8-30-11, Control of Appropriations, transfers of appropriations (excluding administrative transfers) may, with the approval of the Board of Finance, be made in proper cases from one item to another.

Action Requested: Approval of transfer request
Amount: \$105,000
Fund/Budget: Dept. 4010 – Director of Law
Submitted by: OPM
Attending: Lee Berta, Assistant Director, OPM

Lee Berta presented this item on HR related transfers and answered questions.

Motion to approve by Geoff Alswanger, seconded by Richard Freedman. Vote passed unanimously, 6-0-0.

24. TRANSFER REQUEST – YEAR END FY21/22 BOF TRANSFERS – PUBLIC SAFETY, HEALTH AND WELFARE ADMINISTRATION. (Video 03:12:23)

In accordance with the City Charter Section C8-30-11, Control of Appropriations, transfers of appropriations (excluding administrative transfers) may, with the approval of the Board of Finance, be made in proper cases from one item to another.

Action Requested: Approval of transfer request
Amount: \$274,600
Fund/Budget: Dept. 3101 – Pub Safety, Hlth & Welfare-Adm
Submitted by: OPM
Attending: Lee Berta, Assistant Director, OPM

Lee Berta presented this item and answered questions.

Motion to approve by David Mannis, seconded by Geoff Alswanger. Vote passed 5-1-0.
J.R. McMullen voted against.

25. ADJOURNMENT (Video 03:18:47)

Motion to adjourn by J.R. McMullen, seconded by Mary Lou Rinaldi. The meeting was adjourned at 10:21 p.m.

This meeting is on video.

Tracy Donoghue
Tracy Donoghue
Clerk of the Board