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BOARD OF FINANCE

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BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, May 9, 2024
Time: 7:00 p.m.
Via Zoom

MINUTES

CALL TO ORDER: Chair Freedman called the meeting to order at 7:00 p.m. *(Video 00:00:10)*

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

OTHERS PRESENT: Ben Barnes, Bill Maguire, Ryan Fealey, Lou Casolo, Katherine LoBalbo, Frank Petise and Cindy Grafstein.

PUBLIC PARTICIPATION: There was none.

1. **MINUTES** *(Video 00:00:46)*

Request for approval of Minutes of the following meetings:

- 04102024 Regular Monthly Meeting
- 04162024 Special Budget Meeting

Submitted by: Clerk, Board of Finance

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

2. BUDGET UPDATE – BOARD OF EDUCATION (Video 00:01:27)

Ryan Fealey, Director of Finance, Board of Education, provided a brief update on the BOE budget. Mr. Fealey, again this month, projected no variance to the budget for the current fiscal year. Mr. Fealey announced that recent Eversource increases are estimated to cost the Board of Education an estimated additional \$700,000 more than budgeted for the next fiscal year.

3. ~~****WITHDRAWN PRIOR TO MEETING****~~ REQUEST FOR APPROVAL OF A LICENSE AGREEMENT BETWEEN THE CITY AND FAMILY CENTERS, INC

~~This is a request to approve a proposed Occupancy License Agreement with Family Centers, Inc. allowing Family Centers to renovate a certain space at Turn of River School and, once complete, operate a school-based health center (SBHC) in that space.~~

~~_____ **Action Requested:** _____ Approval of Contract
_____ **Submitted by:** _____ Katherine LoBalbo, Director of School Construction
_____ **Attending:** _____ Katherine LoBalbo~~

4. ~~***HELD***~~ REQUEST FOR A CAPITAL PROJECT APPROPRIATION – (CP4000011) – FY 23/24 – JULIA STARK – LONG TERM FINANCIAL PLAN – DM/AR (Video 00:03:44)

The City is seeking a grant for Asset Renewal and Improvements to Julia A. Stark Elementary School, the project cost of \$14,347,081 of which the City is seeking reimbursement of 60%. This requires an adjustment to the grant authorized portion of CP4000011.

Action Requested: Approval of Appropriation
Amount: \$4,158,249
Fund/Budget: Grant (State)
Submitted by: OPM
Attending: Katherine LoBalbo, Director of School Construction

Motion to hold items #4 and #5 until 5/15/2024 and add them as items #1 and #2 on 05152024 Special Meeting Agenda by Richard Freedman, seconded by Mary Lou Rinaldi. The vote passed unanimously, 6-0-0.

5. ~~***HELD***~~ REQUEST TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2023-2024 BY ADDING AN APPROPRIATION OF \$4,158,249 FOR THE JULIA STARK ELEMENTARY PRIORITY PROJECT

Action Requested: Approval of Resolution
Amount: \$4,158,249
Fund/Budget: Grant (State)
Submitted by: OPM
Attending: Katherine LoBalbo, Director of School Construction

~~***see item #4 for vote, as items #4 and #5 were considered together***~~

6. TRANSFER REQUEST – FY23/24 OPERATING BUDGET – MAYOR’S OFFICE – SUPPORT TO THE STAMFORD ARTS AND CULTURE COMMISSION (Video 00:36:15)

The CT Humanities Grant supports any operating expenses of the awarded organization. It was awarded to the Stamford Arts and Culture Commission (SAC) for the calendar year 2023. The approved budget includes \$3,000 for Office Supplies and Expenses, however, the \$3,000 was used to pay seasonal part-time employees to develop an online Arts & Culture Directory on the City’s website.

*This request was part of an item presented at the March meeting and the item content was changed by the Grants Officer during the discussion to exclude this amount.

Action Requested:	Approval of Transfer
Amount:	\$3,000
Fund/Budget:	Mayor’s Office
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Ben Barnes

Ben Barnes presented this item. Grant money originally allocated to office supplies and expenses was used for seasonal worker compensation and needed to be transferred between line items.

Although Ms. Rinaldi supported this item, she did comment that after initially approving funding for one expense, and then being asked later for a transfer of funds to cover different expenses, is not ideal and happens too often.

Motion to approve by Laura Burwick, seconded by Geoff Alswanger. The vote passed unanimously, 6-0-0.

7. TRANSFER REQUEST – FY23/24 OPERATING BUDGET –ARPA-CSFRF GRANT FUNDS –VETERAN’S RESOURCE CENTER (Video 00:39:47)

The \$1,500,000 ARPA-CSFRF includes eight projects -- one is the Veterans Resource Center for \$200,000. The budget for this project includes the part-time salary, FICA, telephone, program supplies and contracted services. This request encompasses the expected budget for the Veteran’s Resource Center ARPA funding which requires Board of Finance approval.

Action Requested:	Approval of Transfer
Amount:	\$200,000
Fund/Budget:	Grant (ARPA-CSFRF)
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Ben Barnes

Ben Barnes presented this item. The grant funds were originally appropriated/approved by the BOF at the 09142023 Regular Monthly Meeting for the following purpose: Contracted services-- *Provide Operational support with direct services to benefit the veteran population in Stamford. This funding will support outreach, counseling, social work and administrative services.*

This item seeks to reallocate the approved “contracted services” funds to “part-time salary, FICA, telephone, program supplies and contracted services”.

Some members of the Board agreed with Ms. Rinaldi’s comments that creating a new salaried part-time position using grant funds would ultimately cost the City operating funds to maintain the position after the grant dollars are spent.

Motion to approve by Richard Freedman, seconded by Geoff Alswanger. The vote failed, 3-3-0. Mary Lou Rinaldi, Dennis Mahoney and J.R. McMullen voted against.

8. TRANSFER REQUEST – FY23/24 OPERATING BUDGET – HEALTH DEPARTMENT - STD PREVENTION & TREATMENT SERVICES (Video 00:58:56)

The original Operating budget included \$20,514 in laboratory supplies, \$5000 for the VD clinic and \$5000 in office supplies. The revised budget pays for the overtime and FICA for the Public Health Nurse when the STD clinic has extended hours along with office supplies. The revised budget is:

Overtime	\$28,200
FICA	\$ 1,714
Office Supplies	<u>\$ 600</u>
Total	\$30,514

Action Requested:	Approval of Transfer
Amount:	\$30,514
Fund/Budget:	Health Department
Submitted by:	Jody Bishop-Pullan, Director of Health
Attending:	Ben Barnes

Ben Barnes presented this item. This item is a transfer of funds within a department to cover additional clinic staffing costs.

Motion to approve by Laura Burwick, seconded by Richard Freedman. The vote passed 4-0-2. Dennis Mahoney and J.R. McMullen abstained.

9. REQUEST FOR A CAPITAL PROJECT APPROPRIATION– (C56174) – FY 23/24 – CITYWIDE SIGNALS (Video 01:01:04)

The Developer's required zoning contribution for the installation of the new traffic signal at the corner of Washington Blvd. and Tresser Blvd. is \$337,500.

Traffic signal improvements at the intersection of Hope Street and Toms Road associated with Zoning Board Application 221-17/535 Hope Street is \$5,000.

Action Requested:	Approval of Appropriation
Amount:	\$342,500
Fund/Budget:	\$337,500 (Private Contributions) \$ 5,000 (Private Contributions)
Submitted by:	OPM
Attending:	Frank Petise, Traffic Bureau Chief

Frank Petise presented this item to appropriate private contribution funds for traffic signal installation and improvements.

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

10. REQUEST FOR APPROVAL OF A PARTIAL CAPITAL PROJECT CLOSEOUT RECOMMENDATION – MAJOR BRIDGE REPLACEMENT (Video 01:03:32)

Project No.	Project Name	Closeout Amount	Funding Source
CP3320	MAJOR BRIDGE REPLACEMENT	\$1,569,935	State Grant
CP3320	MAJOR BRIDGE REPLACEMENT	\$1,779,200	Bond

Action Requested: Approval of Capital Project Closeout
Amount: \$3,349,135
Fund/Budget: Reference chart above for detail
Submitted by: OPM
Attending: Lou Casolo, City Engineer

This item was “approved” as no action was taken.

11. REQUEST FOR A CAPITAL PROJECT APPROPRIATION– (001393) – FY 23/24 – HUNTING RIDGE ROAD BRIDGE (Video 01:04:43)

Replacement of Bridge No. 135-009, Hunting Ridge Road over an unnamed brook. The purpose of the project is to replace the structure which is currently structurally deficient and scour critical. The temporary barrier curb has replaced the originally south parapet on the bridge which has collapsed. The existing structure was built in 1940 (est.). The proposed bridge span is approx. 38 feet long and the curb-to-curb width is 28 feet. Project requires 8 drilled shafts, easements which have been obtained, new drainage, utility pole re-location, a traffic detour, and landscaping.

The project is identified as State Project 9135-0009 which qualifies for funding under the State Local Bridge Program (44.64% State and 55.36% Municipal Funds). The project was recently bid and the available funding authorization is being moved from the capital project account CP3220 - Major Bridge Replacement to its own capital project account. The project requires an additional authorization in the amount of \$167,743 as local bond.

Action Requested: Approval of Appropriation
Amount: \$3,516,878
Fund/Budget: \$1,779,200 Bond (City)
 \$ 167,743 Bond (City)
 \$1,569,935 Grant (State)
Submitted by: OPM
Attending: Lou Casolo, City Engineer

Lou Casolo presented this item. He advised that the main goal of this project is to get the bridge open, in a safe condition, to allow traffic to travel over the bridge before the winter. Ms. Rinaldi supported the project and suggested that it be completed as efficiently as possible, as bridge closures affect residents’ travel negatively.

Motion to approve by Mary Lou Rinaldi, seconded by Laura Burwick. The vote passed unanimously, 6-0-0.

12. REQUEST TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2023-2024 BY ADDING AN APPROPRIATION OF \$3,516,878 FOR THE HUNTING RIDGE ROAD BRIDGE PROJECT AND AUTHORIZING \$1,946,943 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Approval of Resolution
Amount: \$3,516,878
Submitted by: OPM
Attending: Lou Casolo, City Engineer

Motion to approve by Mary Lou Rinaldi, seconded by Laura Burwick. The vote passed unanimously, 6-0-0. (Video 01:28:28)

13. REQUEST FOR A CAPITAL PROJECT APPROPRIATION– (CP4000012) – FY 23/24 – LAKESIDE DRIVE BRIDGE (Video 01:23:40)

Replacement of Bridge No. 04069, Lakeside Drive Bridge over North Stamford Reservoir. The purpose of the project is to replace the structure which is currently structurally deficient and includes the replacement of a 16" water main funded by Aquarion water company. The existing structure was built in 1936 and reconstructed in 1993. The proposed bridge span is 36 feet long and the curb to curb width is 24 feet. Project requires 40 micro piles to support abutment and wingwalls, guiderail, fencing, and a new water main. A traffic detour is required.

The project is identified as State Project No. 0135-0343 which qualifies for funding under the State Federal Bridge Program (20% State and 80% Federal).

Refer to February 5, 2024, State of Connecticut Project Authorization Letter and the City/Aquarion Agreement.

Action Requested: Approval of Appropriation
Amount: \$1,317,225
Fund/Budget: \$190,740 Grant (State)
\$762,960 Grant (Federal)
\$363,525 Private Contributions
Submitted by: OPM
Attending: Lou Casolo, City Engineer

Lou Casolo presented this item and advised that the Lakeside Drive bridge project was started on April 1 and is scheduled to be completed in 244 days. This new bridge is being completely rebuilt and should last 50 years or more.

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

ADJOURNMENT: (Video 01:30:13)

Motion to adjourn by J.R. McMullen, seconded by Mary Lou Rinaldi. The meeting adjourned at 8:30 p.m.

[This meeting is on video.](#)

Tracy Donoghue
Tracy Donoghue
Clerk of the Board