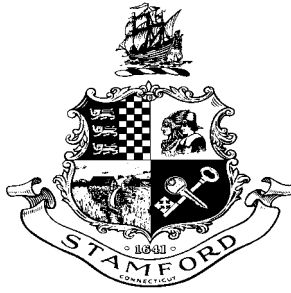


MAYOR  
DAVID R. MARTIN



RICHARD FREEDMAN  
CHAIR  
MARY LOU T. RINALDI  
VICE CHAIR  
GEOFF ALSWANGER  
FRANK CERASOLI  
DAVID MANNIS  
KIERAN M. RYAN

TEL: (203) 977-4699  
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## BOARD OF FINANCE

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

## BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, April 8, 2021 – 7:00 p.m.

Please join the Board of Finance meeting from your computer, tablet or smartphone.  
<https://us02web.zoom.us/j/89811649997> ; or at [www.zoom.com](http://www.zoom.com) - Webinar ID: 898 1164 9997  
or by telephone at 1-646-558-8656 – Webinar ID: 898 1164 9997

## AGENDA

CALL TO ORDER: Chair Richard Freedman

MEMBERS PRESENT:

PUBLIC PARTICIPATION:

REPORTS TO THE BOARD:

- A. Contingency Update – FY 20-21
- B. Board of Finance and Administration Transfer Report – FY 20-21

1. MINUTES:

Request for approval of minutes of the following meetings:

Regular Monthly Meeting – March 11, 2021  
Budget Presentation Review 1 Meeting – March 15, 2021  
Budget Presentation Review 2 Meeting - Cancelled  
Budget Presentation Meeting Night 1 – March 22, 2021  
Budget Presentation Meeting Night 2 – March 23, 2021  
Budget Presentation Meeting Night 3 – March 25, 2021  
Budget Presentation Meeting Night 4 – March 29, 2021  
Joint Public Hearing BOF and BOR Fiscal Committee – March 30, 2021  
Budget Presentation Meeting Night 5 – April 7, 2021

Submitted by: Clerk, Board of Finance

2. POSSIBLE DISCUSSION ON BUDGET MATTERS WITH MAYOR DAVID MARTIN

The Mayor may be present to discuss budget matters.

3. BUDGET UPDATE – BOARD OF EDUCATION

Ryan Fealey, Director of Finance, Board of Education, will provide a brief update on the BOE budget.

4. REQUEST FOR ADDITIONAL APPROPRIATION – HOMELAND SECURITY 18/19 – GRANT FUNDED

Request for approval of an additional appropriation due to The State Department of Emergency Management and Homeland Security increasing the FY 18/19 grant by \$86,000. Additional funds will be allocated to the Bomb Squad and interoperable radio replacement projects. The City of Stamford will receive \$50,000 to act as the fiduciary agent for the Homeland Security grant.

**Action Requested:** Approval of additional appropriation  
**Amount:** \$86,000 24401876730: Homeland Security/Non Capital Equipment  
\$50,000 24402006610: Grants Management/Software Maintenance  
**Fund/Budget:** 100% grant funded  
**Submitted by:** Karen Cammarota, Grants Officer  
**Attending:** Ms. Cammarota

5. REQUEST FOR ADDITIONAL APPROPRIATION – HISTORIC PRESERVATION – TOWN CLERK’S OFFICE

Request for approval of an additional appropriation in order to restore and preserve the pages of the historical deed of the Town of Stamford dating back to 1667-1701. Custom cases need to be created for their protection and a digital copy will be provided for electronic access. The consultant with expertise in state and city historical documents determined that these are “extremely important records” of the history of our city and that this project is of very high priority.

**Action Requested:** Approval of additional appropriation  
**Amount:** \$15,180  
**Fund/Budget:** From: 24305053411041: Historic Preservation  
To: 24401493601: Historic Preservation/Contracted Services  
**Submitted by:** Lyda Ruijter, Town Clerk  
**Attending:** Ms. Ruijter

6. REQUEST FOR ADDITIONAL APPROPRIATION – PRO SHOP SHARE AND BANK FEES – E. G. BRENNAN GOLF COURSE

Request for approval of an additional appropriation per the contract with the golf shop by increasing the “Pro Shop Revenue Share” expenditure line item by \$120,000 and Bank Fees by \$15,000 using players’ revenue expected to be received in excess of the amount currently budgeted.

**Action Requested:** Approval of additional appropriation  
**Amount:** \$135,000  
**Fund/Budget:** Revenue  
**Submitted by:** Mark McGrath, Director of Operations  
**Attending:** Mr. McGrath; Laurie Albano, Superintendent of Recreation

7. APPROVAL – CDBG ANNUAL ACTION PLAN FOR YEAR 47 7/1/21 – 6/30/22 AND HOME INVESTMENT PROGRAM FUNDS – GRANT FUNDED

Request for approval of the Annual Action Plan for Year 47: July 1, 2021 – June 30, 2022 for use of Community Development Block Grant (CDBG) and HOME Investment Partnerships Program funds totaling \$1,409,988.

**Action Requested:** Approval of plan  
**Amount:** \$970,410: CDBG  
\$439,578: HOME  
**Fund/Budget:** 100% grant funded - US Department of Housing and Urban Development  
**Submitted by:** Tara Petrocelli, Community Development Administrative Officer  
**Attending:** Ms. Petrocelli

8. APPROVAL OF TAX ABATEMENT AGREEMENT – ST. JOHN'S TOWER

This request is for approval of a tax abatement agreement for St. John's Tower, a non-profit moderate/low income property.

**Action Requested:** Approval of additional agreement  
**Amount:**  
**Fund/Budget:** Revenues  
**Submitted by:** Mayor David Martin  
**Attending:** William Napolitano, Director, Tax and Revenue Collections; Chris Dellaselva, Esq., Assistant Corporation Counsel; Sandra Dennies (Tax Abatement Committee)

9. DISCUSSION - PROPOSED PROJECT COSTS – ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM

Director of Administration Sandra Dennies and ERP Project Manager Chuck Williams will provide a description of proposed project costs for the ERP system. There will also be discussion of the new information format that affords better analytics.

10. REQUEST FOR CAPITAL PROJECT APPROPRIATION – MILL RIVER GREENWAY

This request is for a Capital Project 001231 appropriation for the design, permitting and construction of approximately 650 linear feet of publicly accessible Riverwalk parkland along the eastern bank of the Mill River, between Tresser Boulevard and Richmond Hill Avenue. (See related Item 11 below.)

**Action Requested:** Approval of Capital Project appropriation  
**Amount** \$1,664,311.17  
**Fund/Budget:** \$1,164,311.17 – Capital non-recurring  
\$500,000 – City Bond  
**Submitted by:** Lou Casolo, City Engineer  
**Attending:** Mr. Casolo

11. RESOLUTION AMENDING THE CAPITAL BUDGET FOR FISCAL YEAR 2020-2021 BY ADDING AN APPROPRIATION OF \$1,664,311.17 FOR THE MILL RIVER GREENWAY – TRESSER TO RICHMOND HILL PROJECT AND AUTHORIZING \$500,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Request for a resolution to amend the capital budget and the prior resolution to increase the amount of the appropriation by \$1,664,311.17 and to amend the prior resolution to increase the amount of general obligation bonds by \$500,000. (See related Item 10 above.)

**Action Requested:** Approval of resolution  
**Amount:** \$1,164,311.17 – Capital non-recurring  
\$500,000 – City Bond)  
**Fund/Budget:** \$1,164,311.17 – Capital non-recurring  
\$500,000 – City Bond  
**Submitted by:** Lou Casolo  
**Attending:** Anthony Romano, OPM Management Analyst

12. RECOMMENDATION FOR CAPITAL PROJECT CLOSEOUT

Pursuant to Stamford City Code Section 8-2, the partial closeout of the Mill River Phase 2 East Side Capital Fund Project CP8715 is recommended.

**Action Requested:** Recommendation for capital project closeout  
**Amount:** \$500,000  
**Fund/Budget:** Capital Project CP8715  
**Submitted by:** Anthony Romano, OPM Management Analyst  
**Attending:** Mr. Romano

13. APPROVAL OF CONTRACT – RFQ #792 – AKRF, INC – BROAD STREET CORRIDOR SAFETY IMPROVEMENTS DESIGN

This request is for approval of a contract for traffic planning engineering consulting services to the City of Stamford in connection with the Broad Street Corridor Safety Improvements Design (RFQ #792).

**Action Requested:** Approval of contract  
**Amount:** \$150,000  
**Fund/Balance:**  
**Submitted by:** Mayor David Martin  
**Attending:** Mr. McGrath; Frank Petise, Interim Bureau Chief, Transportation Bureau

14. APPROVAL OF BID WAIVER #1288 - REPLACEMENT OF SCALZI PARK ROPE CHALLENGE COURSE

This request is for approval of Bid Waiver #1288 under Purchasing Ordinance Section 23-18.3B(1)(a) Reasonable/qualified or unique source as it is a specially designed course that was specifically designed for our Scalzi Park location.

**Action Requested:** Approval of a bid waiver  
**Amount:** \$123,744  
**Fund/Budget:** FEMA and insurance reimbursements  
**Submitted by:** Mark McGrath, Director of Operations  
**Attending:** Mr. McGrath; Kevin Murray, Buildings Manager; and Terri Drew, Director, Youth Services Bureau

15. APPROVAL OF ASSIGNMENT AND AMENDMENT OF LEASE AGREEMENT – ZODY’S 19<sup>TH</sup> HOLE

This request is for approval of assignment and amendment of a lease agreement between the City of Stamford and Mohamed and Teresa Zohdy. Zody’s will invest \$125,000 in the reconstruction/restoration of the premises and will pay a rental fee of \$86,000 per month beginning July 1, 2021.

**Action Requested:** Approval of assignment and amendment of lease agreement  
**Amount:** \$86,000 per month  
**Fund/Budget:**  
**Submitted by:** Mayor David Martin  
**Attending:** Mr. McGrath; Chris Dellaselva, Esq., Assistant Corporation Counsel

16. APPROVAL OF AMENDMENT TO THE CITYWIDE PARKING STUDY

This request is for approval of an amendment to the Citywide Parking Study to fund an addendum (Amendment #1) to the existing contract for the study currently being conducted by BFJ consultants, which is to study the feasibility of real-time parking management and information system for commuters at the Stamford Transportation Center.

**Action Requested:** Approval of amendment to study  
**Amount:** \$45,000  
**Fund/Budget:** C56241 – Traffic Management Studies  
**Submitted by:** Mayor David Martin  
**Attending:** Ralph Blessing, Land Use Bureau Chief; David Woods, PhD, FAICP, Deputy Director of Planning; and Frank Petise, PE, Interim Chief, Transportation Bureau

17. ADJOURNMENT

The next Regular Meeting of the Board: Thursday, May 13, 2021 at 7:00 p.m.

**Cynthia R. Winterle**

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

Anyone requiring an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in this meeting should contact the ADA Coordinator as soon as possible:  
Ellen Bromley, ADA Coordinator, City of Stamford Department of Social Services,  
888 Washington Boulevard, Stamford, CT 06901 (203) 977-4122