DAVID R. MARTIN
MAYOR

JOHN J. LOUIZOS
CHAIRMAN
MARY LOU T. RINALDI
VICE CHAIR
GERALD BOSAK, JR.
SAL GABRIELE
RICHARD FREEDMAN
DUDLEY N. WILLIAMS
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BOARD OF FINANCE

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

MINUTES

Regular Meeting
Thursday, October 8, 2015: 7:00 PM
Board of Finance Meeting Room, 4th Floor

Call to Order: Performed by Chairman John J. Louizos at 7:15 PM (*Audio: 00:00), who noted that all Members were present except Ms. Rinaldi, who could not attend due to a prior commitment.

Pledge of Allegiance: Led by Chairman Louizos

Approval of Minutes: (Audio:00:03): September 10, 2015: 6:30 PM: Regular Meeting Mr. Bosak abstained from voting as a work commitment prevented him from attending the September meeting.	**Approved** **4-0-1** **Motion by** **S. Gabriele** **Second** **R. Freedman**

Public Participation: None.

Reports to the Board: (Audio:00:01) Audit Committee Chairman Freedman reported that he held an

Minutes: Thursday, October 8, 2015
Audit Committee meeting just prior to this meeting at which the Internal Auditor presented the Purchasing Process Audit, at which certain findings along with related recommendations were reviewed, noting that the report of this meeting was on file.

GRANTS

WIC/ Head Start Program- Additional Appropriation

Item 1	Request for Approval of Additional Appropriation in the amount of $2,000 to be used toward program expenses including salaries, supplies, travel, and conference and training to support the WIC collaboration with Head Start Agencies to increase enrollment in both programs.		**Approved**
	Action Requested:	Additional Appropriation	**5-0-0**
	Amount:	$2,000	**Motion by**
	Fund/Budget:	State of Ct: 100% Grant Funded	**G. Bosak**
	Submitted by:	Karen Cammarota, Grants Manager	**Second**
	Audio: 00:03	Grants Manager Cammarota reported that the State has directed the local WIC offices to work with the Head Start Program as they service the same clients. The State is providing an additional $2K of funding, over a 3-year period to facilitate this, which is why this appropriation is sought. The Board approved this item by unanimous vote.	**S. Gabriele**

TOWN CLERK

Transfer

Item 2	Request for Approval of Transfer in the amount of $47,000 from the Salaries Account to the Seasonal Account due to the transition of duties to seasonal due to the retirement of the Account Clerk.		**Approved**
	Action Requested:	Transfer	**5-0-0**
	Amount:	$47,000	**Motion by**
	Fund/Budget:	General	**S. Gabriele**
	Presented by:	Lee Berta, Asst. Budget Director	**Second**
	Audio: 00:04	Asst. OPM Director Berta relayed to the Board that an Account Clerk in the Town Clerk's office retired and so they are seeking to move the funds from the Salary Account to the Seasonal Account to allow them to hire the same individual on a seasonal basis. In response to a question from Mr. Bosak, Ms. Berta advised that they did not plan to hire a full time position until the results of the 1st quarter were known. On a motion by Mr. Gabriele, which was seconded by Mr. Williams, the Board acted to approve this item by unanimous vote.	**D. Williams**

OFFICE OF OPERATIONS

Approval of Agreement

Item 3	Request for Approval of Agreement between the City of Stamford and Infrastructure Management Services (IMS), LLC for a Pavement Management Plan.		**Approved**
	Action Requested:	Approval of Agreement	**5-0-0**
	Amount:	$144,472	**Motion by**
	Fund/Budget:	Capital Project C56182	**G. Bosak**
	Submitted by:	David Martin, Mayor	**Second**
	Presented by:	Lou Casolo: City Engineer; Donald Hart: IMS	**S. Gabriele**
	Video: 00:05	City Engineer Lou Casolo relayed to the Board that this agreement was sought in order to create a database of all City roads, their conditions and order of priority to create a 5-year plan to address the City's paving needs. In response to a question from Chairman Louizos, Mr. Casolo advised that the City went out to RFP, and only 1 vendor responded, who was selected. IMS Representative Donald Hart advised that the receipt of only 1 bid was most likely due to few companies offering the structural analysis component of this project, which is designed to determine the sub-surface condition of the City's roads which was the key to their useful life. This was performed by a deflection device located on the trucks. DOA Handler asked what the cost of these trucks were, suggesting that the City may perform this work themselves. Mr. Hart advised that they approximated $700K. Mr. Freedman asked what may cause the City to favor paving one road over another, to which Mr. Casolo replied that it came down to the condition of the road as well as economy, noting that this system allowed them to prioritize the paving work by the dollar amount of the available funds. He added that while he routinely sought $5M for paving, less money was allocated. Mr. Williams asked if their equipment was more effective than the surface assessment that the City normally performed, which was answered in the affirmative by Mr. Casolo, who added that this was a very sophisticated program. Mr. Gabriele asked about how drainage problems were handled, to which Mr. Casolo advised that the 'X-ray like' equipment of these trucks would allow them to discover and take care of these issues right away. Chairman Louizos asked how they would insure that they used the system's recommendations as opposed to paving a road that was not in line on the City's database. Mr. Casolo advised that linking this database to a GIS system was one of their goals and that it was compatible with the City's server platform. In response to Mr. Freedman's question, Mr. Casolo also advised that all City owned roadways would be mapped and that this report would be valid for a period of 5-10 years. In response to questions from Mr. Bosak about addressing the effects of digging up the road due to installation of sewers and the like, Mr. Casolo said that this service would provide them with a comprehensive state- of the- art report and they would also continue to work with the utility companies to address such concerns. After all questions were answered, and on a motion by Mr. Bosak, which was seconded by Mr. Gabriele, the Board acted to approve this agreement by unanimous vote.	

Demolition of Buildings: 200 Strawberry Hill Avenue

Item 4	Pursuant to Section 9-10 of the City of Stamford Code of Ordinances, Request for Recommendation/Approval of demolition of two buildings on the Strawberry Hill Avenue site, which per the City Engineer are in such poor condition as to constitute a public nuisance.		**Approved**
	Action Requested:	Demolition Recommendation/Approval	**5-0-0**
	Amount:	$	**Motion by**
	Fund/Budget:	Capital	**R. Freedman**
	Submitted by:	David Martin, Mayor	**Second**
	Audio: 00:22	Mr. Casolo reminded the Board that this item was held at the 11/13/14 meeting in order to allow the Historic Preservation Advisory Committee (HPAC) to review this demolition request in light of the fact that the buildings were over 50 years old and thus were considered historical structures. Mr. Casolo added that these 2 cottages were of no value to the Magnet School Project which would utilize this site. He stated that an agreement was reached between HPAC and the City resulting in the City offering the structures up for sale (for $1) if the purchaser paid to relocate the buildings. In response to a question from Chairman Louizos, Mr. Casolo advised that they were allowing until November 30 to locate a qualified buyer before they would proceed with relocation/demolition. He added that both the Board of Representatives and the Planning Board acted in favor of this recommendation. On a motion by Mr. Freedman, which was seconded by Mr. Gabriele, the Board then signaled their recommendation/approval of this demolition by unanimous vote.	**S. Gabriele**

BOARD OF EDUCATION: ***Additional Appropriation***

Item 5	Request for Approval of Additional Appropriation in the amount of $459,190 for OPEB expenses.		**Withdrawn**
	Action Requested:	Additional Appropriation	
	Amount:	$459,190 (FY 13-14 BOE surplus)	
	Fund/Budget:	Fund Balance	
	Submitted by:	Jackie Heftman, Board of Education	
		This item was withdrawn in favor of presenting at the November 12, 2015 regular meeting so that Board of Education Finance Director Hugh Murphy could be present.	

ITEM HEARD UNDER SUSPENSION OF THE RULES

Approval of Agreements

Item 6	Request for Approval of Agreement(s) between the City of Stamford and Christopher Williams Architects, LLC for Design Services related to the Relocation of the Hoyt-Barnum House.		**Approved**
	Action Requested:	Approval of Agreements	**5-0-0**
	Amount:	$153,987	**Motion by**
	Fund/Budget:	General: Funds held back from 713 Bedford St. Purchase	**S. Gabriele**

Submitted by:	David Martin, Mayor	**Second**
Presented by:	Mike Handler, Dir. of Admin./Lou Casolo, City Engineer	**D. Williams**
Audio: 00:28	Director of Administration Handler asked the Board to hear this item under suspension of the rules in order to facilitate construction of the New Police Headquarters which will be located on this site. On a motion by Mr. Gabriele, which was seconded by Mr. Bosak, the Board agreed by unanimous vote to hear this item under suspension of the rules. City Attorney Chris Dellaselva advised the Board that this was a pair of agreements with the same vendor; the first for the Historical Buildings Report ($34,478) and the second ($119,509) for the balance of the work which was for the design, deconstruction and relocation of the Hoyt Barnum House to the new site at 1508 Long Ridge Road, with the intent of keeping the building on the National Register of Historic Places. The work was awarded to Christopher Wm Architects after the Selection Committee, comprised of Lou Casolo, Dave Coleman, Stamford Historical Society Director Tom Zoobek, Members Barry Hirsh & Wes Haynes, & City Purchasing Agent Bev Aveni decided that they were the most qualified firm. Due to the meeting dates of SHPO (State Historical Preservation Office), Michael Handler decided to fast track the Historical Buildings Report component of this RFP, thus the need for two contracts. While it was determined that this vendor provided the best chance of maintaining its listing on the National Register of Historical Places, DOA Handler went on record stating this was doubtful. Mr. Bosak asked about cost overruns, which Director Handler responded to by stating that anything over $800K was the responsibility of the City rather than the Stamford Historical Society who sold the City the site. Chairman Louizos noted that all interested parties in this event had provided their input. On a motion by Mr. Gabriele which was seconded by Mr. Williams, the Board then agreed by unanimous vote to approve these agreements.	

Next Regular Meeting of the Board: Thursday, November 12, 2015 @ 7:00 P.M

Adjournment: (Video: 00:34) On a motion by Mr. Bosak which was seconded by Mr. Williams, the Board unanimously agreed to adjourn this meeting at 7:49 PM.

Lorraine C. Gilden

Lorraine C. Gilden
Clerk of the Board

*Note: Due to a recording system malfunction, the video portion of this meeting did not record. The audio portion was recorded by an alternate source and the City's IT department is working on setting this up on the City's website.