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TEL: (203) 977-4699

BOARD OF FINANCE

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

MINUTES

Regular Meeting
Thursday, December 10, 2015: 6:30 PM
Board of Finance Meeting Room, 4th Floor

Call to Order: Performed at 6:30 pm (Video: 00:00) by Chairman Freedman who stated that all Members were present. (The 6th member of the Board of Finance was not yet named by the Board of Representatives as of this meeting date.)

Pledge of Allegiance: Led by Chairman Freedman

Approval of Minutes: (Video: 01:59) November 12, 2015: 7:00 PM: Regular Meeting	**Approved**
	5-0-0
	Motion by
	D. Williams
	Second
	S. Gabriele

Public Participation: None

Reports to the Board: None

Minutes: Thursday, December 10, 2015

Note: Items are Shown in Order of Consideration

Executive Session: 6:30 PM

Item 1	Mayor's Update: Contract negotiations/ Pending Legal Matters		**Withdrawn**
	Action Requested:	Discussion	
	Amount:	$	
	Fund/Budget:		
	Submitted by:	Mayor David Martin	
	Video: 00:00	The Mayor withdrew this item, advising that he would likely have something to share at the January meeting instead.	

COMMUNITY DEVELOPMENT

Affordable Housing Linkage Program

Item 3	Request for Approval of Supplemental Capital Appropriation in the amount of $333,076 for Fiscal Years 13-14 through FY 15-16 in accordance with City of Stamford Ordinance Commercial Linkage for Affordable Housing, Sec. 146 which allows for a portion of building fees collected on an annual basis to be used to create and rehabilitate affordable housing.		**Approved**
	Action Requested:	Additional Appropriation	**5-0-0**
	Amount:	$333,076	**Motion by**
	Fund/Budget:	CP5203: Source: Building Permit Fees	**S. Gabriele**
	Submitted by:	Karen Cammarota, Grants Director	**Second**
	Video: 00:02	Grants Director Cammarota advised that these funds are provided for affordable housing from City Ordinance Sec. 146, which represents a portion (5%) of Building Permit fees collected on an annual basis. The $333K brings the funds up to date for FY13-14 through current FY 15-16. The Board acted to approve this appropriation by unanimous vote.	**D. Williams**

GRANTS

Fire Prevention Grant

Item 4	Request for Approval of Additional Appropriation in the amount of $1,500 to be used by the Stamford Fire Marshall's Office to purchase camera equipment as a result of a new Grant.		**Approved**
	Action Requested:	Additional Appropriation	**5-0-0**
	Amount:	$1,500	**Motion by**
	Fund/Budget:	$100% Grant Funded: FM Global	**M. Rinaldi**
	Submitted by:	Peter Brown, Fire Chief	**Second**
	Video: 00:03	Ms. Cammarota stated that this is a new Grant provided by insurance company FM Global to prevent fires. She shared that the funds will be used to purchase 5 digital cameras to be used as an aid in the investigation of fires. The Board acted to approve this appropriation by unanimous vote.	**S. Gabriele**

Education through Adventure Grant

Item 5	Request for Approval of Additional Appropriation in the amount of $80,280 to operate the program at Scalzi park which is staffed by seasonal, trained adventure facilitators.		**Approved**
	Action Requested:	Additional Appropriation	**5-0-0**
	Amount:	$80,280	**Motion by**
	Fund/Budget:	100% Collected Fees	**D. Kooris**
	Submitted by:	Terry Drew, Youth Services	**Second**
	Video: 00:04	Ms. Cammarota stated that this appropriation was from already collected fees & donations which would go back into the program to pay for a ropes course at Scalzi Park. The Board acted to approve this appropriation by unanimous vote.	**S. Gabriele**

Youth Services Bureau 15/16

Item 6	Request for Approval of Additional Appropriation in the amount of $22,742 to match larger than anticipated award with grant lines.		**Approved**
	Action Requested:	Additional Appropriation	**5-0-0**
	Amount:	$22,742	**Motion by**
	Fund/Budget:	100% State Grant Funded	**M. Rinaldi**
	Submitted by:	Terri Drew, Youth Services Bureau	**Second**
	Video: 00:05	Ms. Cammarota advised that this appropriation was being sought due to the fact that the City received $22K more than expected.	**S. Gabriele**

Justice Assistance Grant

Item 7	Request for Approval of Additional Appropriation in the amount of $42,303 to be used for extra walking patrols on an overtime basis.		**Approved**
	Action Requested:	Additional Appropriation	**5-0-0**
	Amount:	$42,303	**Motion by**
	Fund/Budget:	100% Federal Grant Funded	**S. Gabriele**
	Submitted by:	Jon Fontneau, Police Chief	**Second**
	Video: 00:05	Ms. Cammarota stated that this was an annual grant provided by the U.S. Department of Justice, which provided latitude to the department as to how the funds were used. In response to a question from Mr. Kooris, Ms. Cammarota confirmed that the City received less funds this year than the year before.	**D. Williams**

Senior Health Grant

Item 8	Request for Approval of Additional Appropriation in the amount of $15,932 to provide health and outreach services for seniors by paying for a part-time nurse along with applicable FICA, travel & supplies.		**Approved**
	Action Requested:	Additional Appropriation	**5-0-0**
	Amount:	$15,932	**Motion by**
	Fund/Budget:	100% Grant Funded	**S. Gabriele**
	Presented by:	Anne Fountain, Director of Health	**Second**
	Video: 00:06	Ms. Cammarota advised the Board the funds received for this grant are being used to hire a part-time nurse who travels to Senior Housing to check blood pressure, and give health advice.	**D. Williams**

BOARD OF EDUCATION

Advisory Opinion

Item 2	Pursuant to City of Stamford Charter Sec. C6-20-7 (c), request for Advisory Opinion to the Board of Representatives regarding the stipulated agreement between the Board of Education and the Stamford Board of Education Association: SEA Employees for the period July 1, 2016 and ending on June 30, 2018.		**Letter to be Provided**
	Action Requested:	Advisory Opinion	
	Amount:	$	
	Fund/Budget:		
	Submitted by:	Stephen Falcone, BOE Human Resources; Exec. Director	
	Video: 00:08	BOE Attorney Tom Mooney advised that some items could be discussed in open session that did not involve strategy related to this stipulated agreement. Chairman Freedman asked that he review as much as possible in open session. Vice Chair Rinaldi stated that since this was a stipulated agreement or a 'done deal', then it made no sense for the Board to provide an advisory opinion as requested since this opinion would carry no weight. Mr. Mooney stated that he valued the Boards perspective on this agreement nonetheless, and did not want to bypass the Boards. He then reviewed the circumstances which led to the stipulated agreement, noting that after five negotiation sessions and a lengthy mediation session, the parties were unable to reach agreement so arbitration proceedings commenced on October 30, 2015. Since the parties continued to communicate informally, at a final off-the-record meeting on November 13 the SEA substantially changed its position on key issues in arbitration, including co-insurance, and the parties were able to resolve all issues in dispute. Specifically, important changes in insurance benefits such as a high deductible health savings account plan, changes in severance benefits, and average salary increases of 1.5 % & 2.25% over 2 years significantly reduced future liabilities. Mr. Mooney then advised that he would like to share strategy related issues, recommending that the Board enter executive session for this purpose (video:00:52).On a motion by Mr. Williams, which was seconded by Ms. Rinaldi, the Board then agreed by unanimous vote to enter executive session. Participants in executive session included Board of Finance Chairman Richard Freedman, Vice Chair Mary Lou Rinaldi, Members Dudley N. Williams, Sal Gabriele, and David Kooris. Also participating was BOE Attorney Thomas B. Mooney, President Geoff Alswanger, Finance Director Hugh Murphy, Director of Human Capital Stephen Falcone and Insurance Advisor Robert C. Lindberg. After approximately 18 minutes, the Board exited Executive Session, with Chairman Freedman stating that no action was taken.	

Relocation Services

Item 9	Request for Approval of Additional Appropriation in the amount of $50,000 to pay for outstanding hotel bills for emergency housing, food reimbursement, moving expenses and rehousing in accordance with State Mandated Uniform Relocation Assistance Act.		**Approved**
	Action Requested:	Additional Appropriation	**5-0-0**
	Amount:	$50,000	**Motion by**
	Fund/Budget:	Contingency	**M. Rinaldi**
	Presented by:	Anne Fountain, Director of Health	**Second**
	Video: 01:10	Sharona Cowan advised that this expenditure was incurred due to a State of Connecticut mandate that requires the City to relocate tenants who are forced to vacate their premises due to housing code enforcement issues. Ms. Cowan advised that the City could recoup the funds after a re-finance or sale resulting from a lien which was put on the deed. Mr. Kooris suggested that the City should not issue building permits for such properties until the funds were collected. Ms. Cowen added that there was also 18% interest assessed. Ms. Rinaldi made a motion to approve, noting that the City was obliged to relocate these families. Mr. Gabriele seconded this motion, and the item was approved by unanimous vote.	**S. Gabriele**

Demolition of Building: 200 Strawberry Hill Avenue

Item 10	Pursuant to Section 9-10 of the City of Stamford Code of Ordinances, Request for Recommendation/Approval of demolition of Convent Building located on the Strawberry Hill Avenue site, which per the City Engineer is not feasible for renovation in connection with developing the property as a new Inter-district Magnet School.		**Approved**
	Action Requested:	Demolition Recommendation/Approval	**5-0-0**
	Amount:	$	**Motion by**
	Fund/Budget:	Capital	**D. Kooris**
	Submitted by:	David Martin, Mayor	**Second**
	Video: 01:15	City Engineer Casolo advised that they were seeking approval for demolition of the convent building on the site of the new magnet school due to the fact that this building is not conducive to renovation. He explained that the building had old systems in place that are at the end of their useful life and also had low floor to ceiling clearance unsuitable for a new HVAC system. The funds for this demo, as well as the Perkins agreement amendment (below) will come from the $55M Capital project approved in June along with the additional $12.4M which the Board of Finance approved in August, 2015 for the construction of the new school. Mr. Casolo advised that there were no objections to this demo. Chairman Freedman remarked that Mr. Casolo was doing a heroic job in moving the school project along to keep it on schedule.	**D. Williams**

Approval of Agreement

Item 11	Request for Amendment to Agreement between the City of Stamford & Perkins Eastman for Design Services for a K-8 Inter-district Magnet School which will accommodate 900 students as opposed to the originally planned K-5 school which would accommodate 720 students.		**Approved**
	Action Requested:	Approval of Agreement	**5-0-0**
	Amount:	$639,474; Total Cost of Phases 1-3: $3,625,594	**Motion by**
	Fund/Budget:	Capital	**D. Williams**
	Submitted by:	Lou Casolo, City Engineer	**Second**
	Video: 01:22	Mr. Casolo explained that this agreement represents the final Phase (#3) of design services for the new K-8 inter-district magnet school. Mr. Williams asked if the additional cost was being driven by the move from a K-5 to a K-8 school. Mr. Casolo explained that the City received an additional $12M in funding and due to the accommodation of 900 students versus 720, a larger building was being constructed which would cost more money. Assistant Superintendent Lucero added that the building was increasing from 115K to 129K square feet. Mr. Casolo stated that he needed time to design the building, bid it and build it and had just enough time to accomplish these steps. On a motion by Mr. Williams, which was seconded by Mr. Kooris, the Board then acted by unanimous vote to approve this item.	**D. Kooris**

DEPARTMENT OF ADMINISTRATION

OPM: First Quarter Financial Projections: FY 2015-16: July- September, 2015

Item 12	Review: FY 2015-16 First Quarter Financial Results & Projections.		**No Action Taken**
	Action Requested:	Update	
	Amount:	$	
	Fund/Budget:	FY 2015-16	
	Submitted by:	Lee Berta, Asst. Director of OPM	
	Presented by:		
	Video: 01:30	The Board welcomed Jay Fountain as new Interim OPM Director. Mr. Fountain stated that the major points of the 1st quarter result indicated a shortfall as of September, 2015 of $4.4M. He explained that this shortfall is largely caused by a shortage in revenues, particularly in building permits, current year taxes and the Parking Fund (which they are looking into). Mr. Fountain explained that since the City overestimated the amount of tax that would be collected (noting the tax collection rate was set at 98.9), they didn't have enough reserve for the tax appeals which were higher than expected. Both Chairman Freedman & Vice Chair Rinaldi asked that more information be provided at the Mill Rate Setting related to this, which Director of Administration Handler assured they would do. Mr. Gabriele asked that they provide a listing of the commercial property owners that were appealing, which DOA Handler suggested	

	could be handled by the Tax Collector. Mr. Freedman stated that it looked like contingency was being used to fill the gap comprised of $1M for the Board of Education and $800K for the City. Mr. Handler added that while the projected $6.2M Smith House loss would be ameliorated, this would not be shown until later in the fiscal year. He then advised that his intent was to retain Smith House Finance Director Robitaille and a seasonal position to help them collect the outstanding Medicare and Medicaid reimbursements which amounted to $2.5M.	

Office of Policy & Management:Transfer

Item 13	Request for Approval of Transfer in the amount of $56,200 from the Salary Account to the Permanent Part-time Salaries Account to cover the cost of the new Interim OPM Director until June 30, 2016.		**Approved**
	Action Requested:	Transfer	
	Amount:	$56,200	**5-0-0**
	Fund/Budget:	General	**Motion by**
	Submitted by:	Lee Berta, Asst. Director of OPM	**S. Gabriele**
	Presented by:		**Second**
	Video: 01:55	Asst. Director of OPM Berta explained that this transfer was being sought to put the funds into the part-time salaries account out of which the new Interim OPM Director will be paid explaining that it represented 154 Days of pay from November 30, 2015 until June 30, 2016. The Board acted to approve this transfer by unanimous vote.	**D. Williams**

OFFICE OF LEGAL AFFAIRS

Approval of Transfer of Lease

Item 14	Request for Approval of Transfer of Lease for property located at Boccuzzi Park (Southfield) Park from the Young Mariners to Soundwaters.		**Withdrawn**
	Action Requested:	Lease Transfer	
	Amount:	$	
	Fund/Budget:		
	Submitted by:	David Martin, Mayor	
	Video: 00:00	The Mayor's Office withdrew this request as the Law Department determined that no action was necessary on the part of the City.	

Next Regular Meeting of the Board: Thursday, January 14, 2016 @ 7:00 P.M

Adjournment: (Video: 02:00) On a motion by Mr. Williams which was seconded by Mr. Gabriele, the Board unanimously agreed to adjourn this meeting at 8:30 PM.

LCG

Lorraine C. Gilden

Lorraine C. Gilden
Clerk of the Board