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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, August 13, 2015: 7:00 PM
Board of Finance Meeting Room, 4th Floor

Call to Order: Performed by Chairman Louizos at 7:11 PM (Video:00:00), noting that all Members were present except Mr. Freedman & Ms. Rinaldi who could not be present due to vacations.

Pledge of Allegiance: Led by Chairman Louizos

Approval of Minutes: (Video: 00:03) July 9, 2015: 6:30 PM: Regular Meeting	**Approved**
	4-0-0
	Motion by
	D. Williams
	Second
	S. Gabriele

Public Participation: None.

Reports to the Board: None

Note: Items are Shown in Order of Consideration

OFFICE OF THE MAYOR

Discussion

Item 1	Update by Mayor Martin : Labor Negotiations		**Withdrawn**
	Action Requested:	Discussion	
	Amount:	$	
	Fund/Budget:		
	Submitted by:	Mayor David Martin	
	Video: 00:00		

GRANTS

Supplemental Capital Appropriation: Affordable Housing Zone Initiative

Item 2	Request for Approval of Supplemental Capital Appropriation in the amount of $3,245,462.5 to be used to finance affordable housing under Stamford's Zoning Regulations.		**Approved**
	Action Requested:	Supplemental Capital Appropriation	**4-0-0**
	Amount:	$3,245,462.5	**Motion by**
	Fund/Budget:	Capital: C46580: Developer's Payment	**G. Bosak**
	Submitted by:	Karen Cammarota, Grants Manager	**Second**
	Video: 00:04	Grants Coordinator Eric Larson stated that funds were received from developer Element One LLC, the developer of Morgan Lofts, as part of a zoning requirement. Rather than construct the required affordable housing, this developer chose to make the required contribution ($3.2M). Mr. Larson advised that these funds will be used to finance the Metro Green III development, which were affordable rental units behind the Stamford Train Station. In response to a question from Chairman Louizos, he advised that out of 131 total units, there would be 73 which would be restricted for affordable housing at various income levels.	**D. Williams**

Community Development Fund

Item 3	Request for Approval of Transfer in the amount of 18,000 from the CDBG Administration & Home Program Salaries Account to the Seasonal Account to allow for the transition of duties of the retired Housing Development Manager to a new staff member for FY 15-16.		**Approved**
	Action Requested:	Transfer	**4-0-0**
	Amount:	$18,000	**Motion by**
	Fund/Budget:	General	**G. Bosak**
	Submitted by:	Karen Cammarota, Grants Manager	**Second**
	Video: 00:08	Grants Coordinator Eric Larson advised that the present Housing Development Manager retired and was asked to stay on as a seasonal until they hired a new person. The request here would be to transfer the funds from the Permanent full time Salary line to the seasonal account.	**J. Louizos**

WPCA

Capital Project Closeout Recommendation

Item 4	Pursuant to City Code Section 8-2, recommendation of partial capital project closeout for CP5241 in the amount of $2,355,883.62 as the funds are no longer needed in this project and are more urgently needed for the Dyke Lane Storm Water Pump Project (also, see below).		**Action Taken in favor of Close-out**
	Action Requested:	Capital Close-out	**4-0-0**
	Amount:	$2,355,883.62	**Motion by**
	Fund/Budget:	Capital CP5241: Storm Water Pump Stations	**G. Bosak**
	Submitted by:	Lou Casolo, City Engineer	**Second**
	Video: 00:08	WPCA Director Brink reported that this project is being partially closed in favor of the Dyke Lane Pump Station Project (see appropriation request, following). In response to a question from Mr. Williams about the status of the pump project, Mr. Brink advised that studies have been completed and the design of the electrical upgrade is next, noting that while the project started as a generator replacement, code compliance adherence required a full electrical upgrade. (Chairman Louizos noted that while the Board voted on this item, it was to affirm the close-out of the requested project).	**S. Gabriele**

Supplemental Capital Appropriation-Dyke Lane Pump Station

Item 5	Request for Approval of Supplemental Capital Appropriation in the amount of $2,800,000 to pay for needed improvements to the Dyke Lane Storm Water Pump Station at the Stamford Hurricane Barrier.		**Approved**
	Action Requested:	Supplemental Capital Appropriation	**4-0-0**
	Amount:	$2,800,000	**Motion by**
	Fund/Budget:	New: Bonding: $2M Federal Grant: $800K	**G. Bosak**
	Submitted by:	William Brink, WPCA Exec. Director	**Second**
	Video: 00:09	See minutes for Item # 4.	**D. Williams**

Bond Resolution-Dyke Lane Pump Station

Item 6	Request for Approval of Resolution with Respect to Amending the Capital Budget for FY 2015-16 by Adding an Appropriation of $2.8M for the Dyke Lane Pump Station Upgrade Projects & Authorizing $2M of General Obligation Bonds of the City of Stamford to Meet Said Appropriation.		**Approved**
	Action Requested:	Bond Resolution	**4-0-0**
	Amount:	$2,000,000	**Motion by**
	Fund/Budget:	New: Bonding: $2M; Federal Grant: $800K	**D. Williams**
	Submitted by:	Michael Handler, Director of Administration	**Second**
	Video: 00:09	Mr. Handler explained that this is the related resolution to authorize the City to bond for this project (also, see Item # 5).	**G. Bosak**

OFFICE OF LEGAL AFFAIRS

Approval of Agreement

Item 7	Request for Approval of Agreement between the City of Stamford and Sustainable Strategies DC LLC for Federal Lobbying Services for a period of 1-year ending on October 1, 2015 which may be extended for 2 additional 1-year periods.		**Approved**
	Action Requested:	Approval of Agreement	**4-0-0**
	Amount:	$126K per year	**Motion by**
	Fund/Budget:		**G. Bosak**
	Submitted by:	David Martin, Mayor	**Second**
	Presented by:	Thomas Madden, Dir. of Economic Development	**D. Williams**
	Video: 00:10	Legal Affairs Director Emmett advised that the previous contract for Federal Lobbying Services was also with the same vendor and that the new agreement is until Oct. 2015; but renewable for 2 additional 1- year periods. In response to a question from Chairman Louizos, Ms. Emmett advised that the Selection Committee included Thomas Madden, Karen Cammarota, Robin Stein & Beverly Aveni & that they chose this vendor because they were happy with their services. Mr. Louizos added that he met these individuals while in Washington and found them to be both well qualified and well prepared.	

SMITH HOUSE

Approval of Agreement

Item 8	Request for Approval of Agreement between the City of Stamford and Preferred Therapy Solutions LLC for onsite Inpatient and Outpatient Rehabilitative Services for a period of 1-year ending on September 30, 2015 which may be extended for 2 additional 1-year periods.		**Approved**
	Action Requested:	Approval of Agreement	**4-0-0**
	Amount:	$42,000 (averaged monthly compensation)	**Motion by**
	Fund/Budget:		**G. Bosak**
	Submitted by:	David Martin, Mayor	**Second**
	Video: 00:17	Legal Affairs Director Emmett advised that after the agreement with the current vendor expired, the City went out to bid and there were 2 respondents, of which the current vendor – Preferred Therapy Solutions was selected. She noted that while there were some issues with the existing provider that were remedied, the other respondent's references did not check out. Relating to the former, Mr. Bosak wanted to know what the concerns were, and what corrective action was taken to satisfy them. Chairman Louizos advised that while he was in favor of approving this agreement, he asked that Director Emmett ask Smith House to provide the Board with an executive summary of the items in question and how they were satisfied.	**D. Williams**

Real Estate Sales Agreement

Item 9	Request for Approval of Agreement between the City of Stamford and Innis Arden Golf Club for Sale of Real Property known as the property located at 0 Fairfield Avenue, Stamford Connecticut.		**Approved**
	Action Requested:	Real Estate Sales Agreement	**4-0-0**
	Amount:	$110K	**Motion by**
	Fund/Budget:		**D. Williams**
	Submitted by:	David Martin, Mayor	**Second**
	Video: 00:20	Director of Administration Handler advised that this agreement is for the sale of 0 Fairfield Avenue which is a .487 acre strip of property which connects the Innis Arden Golf Course with Fairfield Avenue. Mr. Handler said that the agreed upon purchase price ($110K) is what the property was appraised at; noting that the Appraiser took into account that Innis Arden had an existing easement on the property- rendering the value less to any other purchaser . Benefits to the City include the property going on the tax rolls for which the City had no use, maintenance & insurance of the property reverting to purchaser & the funds received. In response to a question from Mr. Gabriele, Mr. Handler advised that the intended use of the land was to build a house on it for their groundskeeper. Mr. Louizos asked if there was any other contiguous property owned by the City, which Mr. Handler responded to in the negative.	**G. Bosak**

OFFICE OF OPERATIONS

Supplemental Capital Appropriation-Roadway Design & Reconstruction Project

Item 10	Request for Approval of Supplemental Capital Appropriation in the amount of $150,000 to establish a continuous sidewalk on the east side of Morgan Street & South side of Strawberry Hill Court as a crosswalk with pedestrian signals at Hoyt Street & Bedford Street.		**Approved**
	Action Requested:	Supplemental Capital Appropriation	**4-0-0**
	Amount:	$150,000	**Motion by**
	Fund/Budget:	CP 1281: Private Donation	**D. Williams**
	Submitted by:	Mani Poola, Traffic Engineer	**Second**
	Video: 00:24	According to Traffic Engineer Mani Poola, these funds were received from Developer Sam Fuller, as part of a condition for Zoning Board approval of the Morgan Street housing complex, stating that the funds will be used for traffic improvements as noted.	**S. Gabriele**

Supplemental Capital Appropriation-Citywide Roadway Correction

Item 11	Request for Approval of Supplemental Capital Appropriation in the amount of $50,000 to perform necessary intersection improvements at Taylor Reed Place/Maple Tree & Courtland Avenues.		**Approved**
	Action Requested:	Supplemental Capital Appropriation	**4-0-0**
	Amount:	$50,000	**Motion by**
	Fund/Budget:	C5 6119: Private Donation	**D. Williams**
	Submitted by:	Mani Poola, Traffic Engineer	**Second**
	Video: 00:26	Mr. Poola advised that these funds were received from developer City Carting, as a condition for Zoning Board approval. Mr. Handler added that this represented one quarter of the total required contribution.	**S. Gabriele**

Supplemental Capital Appropriation-Citywide Signals

Item 12	Request for Approval of Supplemental Capital Appropriation in the amount of $150,000 to replace the Traffic signal at the intersection of Cove Road at Willowbrook Avenue.		**Approved**
	Action Requested:	Supplemental Capital Appropriation	**4-0-0**
	Amount:	$150,000	**Motion by**
	Fund/Budget:	C5 6174: Private Donation	**G. Bosak**
	Submitted by:	Mani Poola, Traffic Engineer	**Second**
	Video: 00:26	Mr. Poola explained that these funds were received from developer called 'Stamford Exit 9 LLC', also as a condition of Zoning Board approval, and that the funds would be used to replace the existing traffic signal which is failing. In response to a question from Chairman Louizos, Mr. Poola advised that the funds received represented the total cost of the work.	**S. Gabriele**

DEPARTMENT OF ADMINISTRATION

Supplemental Capital Appropriation-Inter-district Magnet School-200 Strawberry Hill Avenue

Item 13	Request for Approval of Supplemental Capital Appropriation in the amount of $12,400,000 which is the total additional estimated cost for renovation and construction of an addition for a new school to be located on 10 acres of the former Sacred Heart Academy site.		**Approved**
	Action Requested:	Supplemental Capital Appropriation	**4-0-0**
	Amount:	$12,400,000	**Motion by**
	Fund/Budget:	State Grant Funds:100% : C3B444	**D. Williams**
	Submitted by:	Michael Handler, Director of Administration	**Second**
	Video: 00: 27	Dir. of Administration Handler noted that authorization was already provided earlier for $55M to construct a new magnet school. Since the State advised the City that we will receive funding up to a $77M magnet school, Administration is now asking for authorization for these additional funds which Mr. Handler states that they will accept with the intent of building the largest reimburse-able school that the 10 acre lot would allow. Mr. Handler added that accepting the full amount that the state was willing to provide also gave them added flexibility to maximize the best use of the funds to meet their needs now and in the future, adding that they have already submitted reimbursement for the $10M cost of the land.	**G. Bosak**

Supplemental Capital Appropriation-Inter-district K-8 Magnet School (Rogers)

Item 14	Request for Approval of Supplemental Capital Appropriation in the amount of $318,607 to pay for the additional cost of the sewer use connection due to a new sewer unit.		**Approved**
	Action Requested:	Supplemental Capital Appropriation	**4-0-0**
	Amount:	$318,607	**Motion by**
	Fund/Budget:	C3B502: Capital Non-Recurring Account	**D. Williams**
	Submitted by:	Michael Handler, Director of Administration	**Second**
	Video: 00:32	Director of Administration Handler advised that these funds were needed to pay for the sewer connection for Rogers School due to the fact that Rogers is a new building & they were never charged the sewer connection fee. In response to a question from Chairman Louizos, Mr. Handler stated that all parties were treated alike and that Rogers would also have to pay a late fee. Mr. Handler stated that the funds go to the WPCA & that the cost is coming out of the Capital non-recurring account which the BOE had put money in.	**S. Gabriele**

WPCA

Notification of Capital Projects Re-Purposing

Item 15	Notification of Re-Purposing of $1,470,852.63 in WPCA Capital Projects pursuant to the attached memo from Mayor Martin & DOA Michael Handler dated 7/28/15 related to Issuance & Sale Resolution of NTE $12,770,000 Water Pollution Control System & Facility Revenue Bonds to move projects that are not currently ready to proceed in favor of projects that are ahead of schedule.		**No Action Taken**
	Action Requested:	Bond Resolution Approval	
	Amount:	$1,470,852.63	
	Fund/Budget:	WPCA Revenue Bonds	
	Submitted by:	Michael Handler, Director of Administration	
	Video: 00:35	Director Handler advised that this item was for notification purposes only noting that the projects were detailed in the backup.	

Office of OPM- Year End Transfer

Item 16	Request for Approval of Transfers totaling $508,000 to cover anticipated shortfalls for miscellaneous accounts across City departments for the 2014-15 Fiscal Year.		**Approved**
	Action Requested:	Transfer	**4-0-0**
	Amount:	$508,000	**Motion by**
	Fund/Budget:	Transfer	**G. Bosak**
	Submitted by:	Lee Berta, Asst. Director of OPM	**Second**
	Video: 00:37	Ms. Berta explained that this is a year-end transfer to balance all accounts for the current fiscal year, noting that the Line 4 Transfer in Taxation Services should be from 'salaries' to 'seasonal'. Ms. Berta also asked for advance authorization, as has been done in the past, for any other transfers necessary to balance accounts for FY 13-14 that may not be known at this time.	**D. Williams**

Approval of Agreement

Item 17	Request for Approval of Agreement between the City of Stamford and Sun Services, LLC for Maintenance Services for the Stamford Government Center for a period of 1 year terminating on August 31, 2016 with the City's sole option to extend for two more 1-year periods on an annual basis, for a maximum additional term of two more years.		**Approved**
	Action Requested:	Approval of Agreement	**4-0-0**
	Amount:	Yr. 1 $734,589/Yr. 2 $755,101/Yr. 3 $777,982	**Motion by**
	Fund/Budget:		**S. Gabriele**
	Submitted by:	David Martin, Mayor	**Second**
	Video: 00:39	Legal Affairs Director Emmett reported that this agreement resulted from an RFP and that the selection committee included City Purchasing Agent Beverly Aveni, Kevin Murray, Laurie Albano, Hugh Murphy & Billy Bemonte. Mr. Gabriele commented that he was in favor of this agreement as the City did not have to pay for benefit costs as this service was outsourced.	**D. Williams**

Next Regular Meeting of the Board: Thursday, September 10, 2015 @ 7:00 P.M

Adjournment: (Video: 00:41) On a motion by Mr. Bosak which was seconded by Mr. Williams, the Board unanimously agreed to adjourn this meeting at 7:52 PM.

Lorraine C. Gilden

Lorraine C. Gilden
Clerk of the Board