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DAVID R. MARTIN



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MARY LOU T. RINALDI  
VICE CHAIR  
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DAVID KOORIS  
SHELLEY A. MICHELSON

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

**AGENDA**

**Regular Meeting**

**Thursday, December 15, 2016: 7:00 PM**  
**Board of Finance Meeting Room, 4<sup>th</sup> Floor**

**Call to Order:** Chairman Freedman

**Pledge of Allegiance:** To be led by Chairman Freedman

***Approval of Minutes:***

- |  |  |
|--|--|
| <ol style="list-style-type: none"><li>1. November 10, 2016: 5:00 PM: Audit Committee Meeting (Review of CAFR FY 2014-15)</li><li>2. November 10, 2016: 6:00 PM: Committee Meeting of the Whole (Review of City's Insurance Procurement Process and Pricing)</li><li>3. November 10, 2016: 7:00 PM: Regular Monthly Meeting</li></ol> |  |
|--|--|

***Public Participation:***

***Reports to the Board:***

- A. FY16/17 YTD Board of Finance and Administrative Transfers
- B. Appropriations from Contingency – FY16/17 as of 11/28/2016

## OFFICE OF LEGAL AFFAIRS

### *Executive Session – Litigation Update*

Item 1	Director of Legal Affairs, Kathryn Emmett, will provide an update on litigation matters in Executive Session.	
	<b>Action Requested:</b>	
	<b>Amount:</b>	
	<b>Fund/Budget:</b>	
	<b>Submitted by:</b>	
	<b>Video:</b>	Attending: Kathryn Emmett, Director of Legal Affairs

## GRANTS

### *Additional Appropriation – Waste Reduction Initiative*

Item 2	Request for Appropriation – the City of Stamford wishes to establish a Swap Shop at 90 Magee Avenue. Grant funds will be used to purchase a large shed storage structure where Stamford residents can drop off various items such as furniture, sporting equipment, toys, etc. These items would then be available free of charge for other Stamford residents. No additional City funds will be required.	
	Approval of Additional Appropriation	
	<b>Amount:</b>	\$10,000 (100% grant-funded)
	<b>Fund/Budget:</b>	New Grant
	<b>Submitted by:</b>	Mayor David Martin
	<b>Video:</b>	Attending: Daniel Colleluori, Supervisor of Solid Waste; Karen Cammarota, Grants Officer

## OFFICE OF PUBLIC SAFETY

### *Request for Transfer – from Emergency Communications to Grants for Homeland Security*

Item 3	Request to transfer City of Stamford's portion of funds from Emergency Communications to Grants for Homeland Security (Project F36852). Stamford is part of a 14-town region in lower Fairfield County that utilizes an interoperable radio system funded through the Urban Area Security Initiative (UASI) grant. This funding is Stamford's portion of the yearly maintenance and sustainment costs for the system.	
	<b>Action Requested:</b>	Request for Transfer
	<b>Amount:</b>	\$7,744.90
	<b>Fund/Budget:</b>	From Emergency Communications to Homeland Security Grant
	<b>Submitted by:</b>	Ted Jankowski, Director of Public Safety, Health and Welfare
	<b>Video:</b>	Attending: Ted Jankowski

**Additional Appropriation – Fire Contract Settlement**

Item 4	Request for approval of a retro-contract settlement due to timing of the fire retro payment.	
	<b>Action Requested:</b> Approval of a retro contract settlement	
	<b>Amount:</b> \$10,000	
	<b>Fund/Budget:</b> Contingency	
	<b>Submitted by:</b> Kathryn Emmett, Director of Legal Affairs	
	<b>Video:</b> Attending: Trevor Roach, Chief, or Miguel Robles, Assistant Chief	

**Additional Appropriation – Long Ridge Volunteer Fire Company**

Item 5	The Long Ridge Volunteer Fire Company is requesting an additional appropriation of \$53,954 above its annual budget appropriation because of unforeseen circumstances with a long-term injury to a member. They are requesting an additional appropriation to provide for the public safety and to meet a related financial obligation.	
	<b>Action Requested:</b> Approval of an Additional Appropriation	
	<b>Amount:</b> \$53,954	
	<b>Fund/Budget:</b> Contingency	
	<b>Submitted by:</b> Trevor Roach, Fire Chief	
	<b>Video:</b> Attending: Trevor Roach, Chief, or Miguel Robles, Assistant Chief	

**OPERATIONS**

**Lease Agreement between the City of Stamford and Bedford Street Merchants**

Item 6	Approval of proposed lease for the use of the Bedford Street Merchants' parking lot as a public parking lot for metered parking. As consideration for the Bedford Street Merchants entering into this lease, the City will provide one hundred and fifty-four (154) parking spaces to the Bedford Street Merchants in the City's adjacent parking garage. <i>(This item was held over from the November meeting of the BOF.)</i>	
	<b>Action Requested:</b> Approval of Lease Agreement	
	<b>Amount:</b>	
	<b>Fund/Budget:</b>	
	<b>Submitted by:</b> Mayor David Martin	
	<b>Video:</b> Attending: Ernie Orgera, Director of Operations	

**Letter (License) Agreement – Use of City of Stamford Property by State of Connecticut**

Item 7	Approval of an Agreement to allow the State of Connecticut to use City of Stamford property located at the corner of John and Dock Streets during project construction of Metro North Bridge, Phase II, which includes replacement of the bridge and the lowering of Atlantic Street.	
	<b>Action Requested:</b> Approval of License Agreement	
	<b>Amount:</b>	
	<b>Fund/Budget:</b>	
	<b>Submitted by:</b> Mayor David Martin	
	<b>Video:</b> Attending: Robert Zaitooni, Traffic Engineering	

## ENGINEERING

### ***Supplemental Capital Project Appropriation (Contribution) – District-wide Code Compliance***

Item 8	Request for approval of a supplemental capital project appropriation (contribution) regarding a Full and Final Release pursuant to Section 5 of an Easement Agreement dated February 13, 2015, which relates to a payment by a property owner for the design and construction of a grease trap system at the Davenport Ridge School. This allowed the property owner to tie into the sewer line of the Davenport Ridge School. An easement through the school property was needed to accomplish this.	
	<b>Action Requested:</b> Approval of Supplemental Capital Project Appropriation (contribution)	
	<b>Amount:</b> \$33,901.65	
	<b>Fund/Budget:</b> Cash Receipts	
	<b>Submitted by:</b> Louis Casolo, City Engineer	
	<b>Video:</b> Attending: Rich Lyons – Facilities Manager	

### ***Capital Project Closeouts – CLC Roof Replacement and Lockwood/Maple Avenue K-Wing Renovation***

Item 9	Pursuant to Stamford City Code Section 8-2, the full and partial closeout of CLC Roof Replacement Project CP1202 and the Lockwood/Maple Avenue K-Wing Renovation Project CP4009 is recommended.	
	<b>Action Requested:</b> Approval of full and partial closeouts of Capital Projects CP1202 and CP4009	
	<b>Amounts:</b> CP1202 – CLC Roof Replacement \$3,419.73 CP4009 – Lockwood/Maple Avenue K-Wing Renovation \$73,049.57	
	<b>Fund/Budget:</b> City's Bond	
	<b>Submitted by:</b> Louis Casolo, City Engineer	
	<b>Video:</b> Attending: Lou Casolo (TBC)	

### ***Supplemental Capital Appropriation – CLC Classroom and Playground Refurbishing and Renovation***

Item 10	Request for Supplemental Appropriation for \$76,469.30 to be applied to CP0062 – CLC Classroom and Playground Refurbishing and Renovation.	
	<b>Action Requested:</b> Approval of Supplemental Appropriation to Capital Project CP0062	
	<b>Amount:</b> \$76,469.30	
	<b>Fund/Budget:</b> City's Bond	
	<b>Submitted by:</b> Louis Casolo, City Engineer	
	<b>Video:</b> Attending: Lou Casolo (TBC)	

**OFFICE OF ADMINISTRATION**

**OFFICE OF HUMAN RESOURCES**

***Request for Appropriation – M.A.A. Wage Increase for FY 2016-17***

Item 11	Request for an Additional Appropriation to fund the M.A.A. Wage Increase obligations for FY 2016-17 per a recent contract settlement.	
	<b>Action Requested:</b> Approval of Appropriation	
	<b>Amount:</b> \$771,390	
	<b>Fund/Budget:</b> Contingency	
	<b>Submitted by:</b> Clemon Williams, Director of Human Resources, Board of Education	
	<b>Video:</b> Attending: Clemon Williams	

***Request for Additional Appropriation - Fire Fighters (Local 786 IAFF) Wage Increase FY 2016-17***

Item 12	Request for an Appropriation to fund the Fire Fighters’ wage increase obligations for FY 2016-17 per a recent contract settlement.	
	<b>Action Requested:</b> Approval of Appropriation	
	<b>Amount:</b> \$3,244,037	
	<b>Fund/Budget:</b> Contingency	
	<b>Submitted by:</b> Clemon Williams, Director of Human Resources, Board of Education	
	<b>Video:</b> Attending: Clemon Williams	

***Request for Additional Appropriation – Compliance with Federal Mandates***

Item 13	Request for an Additional Appropriation to comply with Federal Mandates for the purposes of: Human Resources personnel overtime; Funding for staff required to administer Civil Service exams (i.e. Police exams); Additional monies needed to fund advertising for Civil Service exams; and Fulfillment of Human Resources contracts with third party consultants.	
	<b>Action Requested:</b> Approval of Additional Appropriation	
	<b>Amount:</b> \$95,000	
	<b>Fund/Budget:</b> Fund Balance	
	<b>Submitted by:</b> Clemon Williams, Director of Human Resources, Board of Education	
	<b>Video:</b> Attending: Clemon Williams	

**OFFICE OF POLICY AND MANAGEMENT**

***Capital Project Closeout – CLC Facility Rehabilitation Project***

Item 14	In accordance with Stamford City Code Section 8-2, it is recommended that the partial closeout of CLC Facility Rehabilitation Project No. CP3803 be approved.	
	<b>Action Requested:</b> Approval of partial Capital Project (CP3803) closeout	
	<b>Amount:</b> \$40,000	
	<b>Fund/Budget:</b> Other	
	<b>Submitted by:</b> Jay Fountain, Interim Director of OPM	
	<b>Video:</b> Attending: Jay Fountain	

## BOARD OF FINANCE

### *Schedule of Regular Meeting Dates 2017 – Board of Finance*

Item 15	Request for approval of proposed dates for the 2017 Meetings of the Board of Finance listed below: <table style="margin-left: auto; margin-right: auto; border: none;"> <tr> <td style="padding: 2px;">January 12, 2017</td> <td style="padding: 2px;">July 13, 2017</td> </tr> <tr> <td style="padding: 2px;">February 9, 2017</td> <td style="padding: 2px;">August 17, 2017</td> </tr> <tr> <td style="padding: 2px;">March 9, 2017</td> <td style="padding: 2px;">September 14, 2017</td> </tr> <tr> <td style="padding: 2px;">April 13, 2017</td> <td style="padding: 2px;">October 12, 2017</td> </tr> <tr> <td style="padding: 2px;">May 11, 2017</td> <td style="padding: 2px;">November 9, 2017</td> </tr> <tr> <td style="padding: 2px;">June 8, 2017</td> <td style="padding: 2px;">December 14, 2017</td> </tr> <tr> <td></td> <td style="padding: 2px;">January 11, 2018</td> </tr> </table>	January 12, 2017	July 13, 2017	February 9, 2017	August 17, 2017	March 9, 2017	September 14, 2017	April 13, 2017	October 12, 2017	May 11, 2017	November 9, 2017	June 8, 2017	December 14, 2017		January 11, 2018	
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	January 11, 2018															
<b>Action Requested:</b>		Approval														
<b>Amount:</b>																
<b>Fund/Budget:</b>																
<b>Submitted by:</b>		Cynthia Winterle, Clerk														
<i>Video:</i>																

***Next Regular Meeting of the Board: Thursday, January 12, 2017 at 7:00 P.M.***

***Adjournment:***

**Cynthia R. Winterle**

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