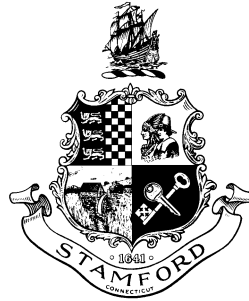


Minutes: February 12, 2014

DAVID R. MARTIN  
MAYOR

JOHN J. LOUIZOS  
CHAIRMAN  
MARY LOU T. RINALDI  
VICE CHAIR  
GERALD BOSAK, JR.  
SAL GABRIELE  
RICHARD FREEDMAN  
DUDLEY N. WILLIAMS, JR.  
TEL: (203) 977-4699



## BOARD OF FINANCE

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

# MINUTES

### Regular Meeting

**Wednesday, February 12, 2014: 7:00 PM**  
**Board of Finance Meeting Room, 4<sup>th</sup> Floor**

**Call to Order:** (Video:Hours/Minutes): 00:00) Performed by Chairman Louizos at 7:03 PM, noting all Members were present, except Mr. Bosak, who could not attend due to a previously scheduled meeting. (Note: this meeting was rescheduled from its regular meeting date due to weather).

**Pledge of Allegiance:** Led by Chairman Louizos

<b>Approval of Minutes:</b> January 9, 2014: 7:00 PM: Regular Meeting  Video: 00:00	<b>Approved</b>
	<b>5-0-0</b>
	<b>Motion by</b>
	<b>M. Rinaldi</b>
	<b>Second</b>
	<b>S. Gabriele</b>

**Public Participation:** None

**Reports to the Board** (Video: 00:01): Mr. Freedman reported that he Chaired an Audit Committee meeting last evening at which the RFP's for both the Annual Audit and the Reval Audit were determined ready to issue; and at which they discussed both Payroll Management, and the KRONOS Additional Appropriation Request (also see item # 16 below), noting that a report was already on file.

*Note: Items are Shown in Order of Consideration*

**OFFICE OF THE MAYOR**

*Discussion*

<b>Item 1</b>	Update: Mayor David Martin's Participation in U.S. Conference of Mayors: January 21-24, 2014.		<b>Discussion: No Action Taken</b>
	<b>Action Requested:</b>	Discussion	
	<b>Amount:</b>		
	<b>Fund/Budget:</b>		
	<b>Submitted by:</b>	John J. Louizos, Chairman	
	<b>Presented by:</b>	Mayor David R. Martin	
	Video: 00:01	Mayor Martin reported on his participation in the U.S. Conference of Mayors, held in Washington during the 3 <sup>rd</sup> week in January. The Mayor shared that he spent 3 days there, went alone, and noted that it turned out to be a very productive experience. He also advised that he met with other mayors which proved to be a learning experience, spoke to Secretary of Transportation Fox, met with FEMA and was able to learn from the latter that Stamford would be receiving \$2M of these requested funds. In response to a question from Chairman Louizos, Mayor Martin advised that Stamford's lobbyists were outstanding. Chairman Louizos, who requested this briefing, offered the Mayor the Boards assistance in any initiatives that may come to fruition from this endeavor.	

**ITEM HEARD UNDER SUSPENSION OF THE RULES**

*Discussion*

<b>Item 23</b>	Update: Grievance		<b>No Action Taken</b>
	<b>Action Requested:</b>	Discussion	
	<b>Amount:</b>		
	<b>Fund/Budget:</b>		
	<b>Submitted by:</b>	Mayor David R. Martin	
	Video: 00:09	Mayor Martin requested that the Board consider adding an item to this agenda that just arose relating to a grievance that the Board would want to be briefed about, citing legal and financial implications. On a motion by Mr. Williams, which was seconded by Mr. Freedman, the Board agreed	

	<p>by unanimous vote to hear this item under suspension of the rules. On identical motions, it was requested that the Board then enter executive session to hear this due to the nature of the item as well as the financial ramifications already noted. The participants in executive session included Board Members John Louizos, Mary Lou Rinaldi, Richard Freedman, Dudley Williams &amp; Sal Gabriele. Also taking part in executive session was Mayor David Martin, Chief of Staff Michael Pollard, Director of Public Safety Ted Jankowski, Assistant HR Director Clemon Williams, Director of Legal Affairs Kathryn Emmet and Director of Administration Michael Handler, who joined the group in progress. After approximately 30 minutes, the Board exited executive session, with Chairman Louizos stating that no action was taken.</p>	
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**GRANTS**

*Health Risk Reduction Grant*

<b>Item 2</b>	Request for Approval of Additional Appropriation in the amount of \$6,815 due to an increase in the grant by the state; funds to be used for increased part-time hours for the Public Health Educator, purchase of a laptop computer and educational materials.	<b>Approved</b>
	<b>Action Requested:</b> Additional Appropriation	<b>5-0-0</b>
	<b>Amount:</b> \$6,815	<b>Motion by</b>
	<b>Fund/Budget:</b> Disney: 100% Grant Funded	<b>S. Gabriele</b>
	<b>Submitted by:</b> Anne Fountain, Director of Health	<b>Second</b>
	Video: 00:16 Ms. Fountain reported that the Health Risk Reduction Grant is one that the City has received for years and that there is no City match required.	<b>D. Williams</b>

*Medical Reserve Corp- NACCHO*

<b>Item 3</b>	Request for Approval of Additional Appropriation in the amount of \$3,500 to be used to pay for supplies and training materials for the MRC which is a volunteer unit trained to assist during public health emergencies.	<b>Approved</b>
	<b>Action Requested:</b> Additional Appropriation	<b>5-0-0</b>
	<b>Amount:</b> \$3,500	<b>Motion by</b>
	<b>Fund/Budget:</b> 100% Grant Funded	<b>M. Rinaldi</b>
	<b>Submitted by:</b> Anne Fountain, Director of Health	<b>Second</b>
	Video: 00: 16 Mr. Orgera reported that the National Association of City & Council officials Grant has been received by the City for some while and that there is no City match required.	<b>S. Gabriele</b>

**WIC Grant**

<b>Item 4</b>	Request for Approval of Transfer from the Salaries, Contracted Services and Office Supplies Accounts to the Permanent Part-time and Postage Accounts in the amount of \$26,024 due to the replacement of a salaried position with a permanent part time position.	<b>Approved</b>
	<b>Action Requested:</b> Transfer	<b>5-0-0</b>
	<b>Amount:</b> \$26,024	<b>Motion by</b>
	<b>Fund/Budget:</b> Grant	<b>R. Freedman</b>
	<b>Submitted by:</b> Anne Fountain, Director of Health	<b>Second</b>
	Video: 00:17 Ms. Fountain explained that this transfer was sought to replace a full time position with a part time one due to the loss of funding through sequestration. Ms. Rinaldi wanted to know if the employee was eligible for benefits, which was answered in the affirmative.	<b>D. Williams</b>

**Cost Sharing Grant**

<b>Item 5</b>	Request for Approval of Transfer from the Part-Time, Seasonal & Medical & Life Accounts to the Permanent Part-time and Social Security Accounts in the amount of \$8,551 in order to adjust the City's budget lines to reflect the States approved line items.	<b>Approved</b>
	<b>Action Requested:</b> Transfer	<b>5-0-0</b>
	<b>Amount:</b> \$8,551	<b>Motion by</b>
	<b>Fund/Budget:</b> State Grant	<b>D. Williams</b>
	<b>Submitted by:</b> Anne Fountain, Director of Health	<b>Second</b>
	Video: 00:18 Ms. Fountain explained that this transfer was sought to adjust the City's budget lines to reflect the States approved line items.	<b>S. Gabriele</b>

**Port Security Grant**

<b>Item 6</b>	Request for Approval of Additional Appropriation in the amount of \$132,545 to replace police boat engines, purchase security cameras for Stamford Harbor, purchase SCUBA gear, and pay for maintenance on Fire Department vessels.	<b>Approved</b>
	<b>Action Requested:</b> Additional Appropriation	<b>5-0-0</b>
	<b>Amount:</b> \$132,545	<b>Motion</b>
	<b>Fund/Budget:</b> FEMA Grant Funded: \$88,363 ; City budget: \$44,182	<b>M. Rinaldi</b>
	<b>Submitted by:</b> Anne Fountain, Director of Health	<b>Second</b>
	Video: 00:19 Director of Public Safety Jankowski advised that funds from this grant would pay for security cameras for Stamford Harbor, purchase SCUBA gear, and for maintenance on Fire Department vessels. Chairman Louizos, signaling his support of this item, stated that funds from this Grant filled a critical public safety need.	<b>S. Gabriele</b>

***NRPA Environmental Education Program***

<b>Item 7</b>	Request for Approval of Additional Appropriation in the amount of 12,000 for a program used to educate children on the environment; funds to be used for staffing, field trips and supplies.	<b>Approved</b>
	<b>Action Requested:</b> Additional Appropriation	<b>5-0-0</b>
	<b>Amount:</b> \$12,000	<b>Motion</b>
	<b>Fund/Budget:</b> 100% Grant Funded	<b>M. Rinaldi</b>
	<b>Submitted by:</b> Ernie Orgera, Director of Operations	<b>Second</b>
	Video: 00:21 Mr. Orgera explained that this is a new Grant to educate underprivileged children on the environment & there is no City match required. Vice Chair Rinaldi took a moment to compliment the Operations department on their snow removal efforts during this winter.	<b>S. Gabriele</b>

**OFFICE OF OPERATIONS**

***Discussion***

<b>Item 8</b>	Update: City Animal Shelter- New Location	<b>Discussion: No Action Taken</b>
	<b>Action Requested:</b> Discussion	
	<b>Amount:</b>	
	<b>Fund/Budget:</b>	
	<b>Submitted by:</b> John J. Louizos, Chairman	
	<b>Presented by:</b> Ernie Orgera,	
	Video: 00:22 Chairman Louizos asked that this item be discussed to update the Board due to a report that the City's Animal Shelter may be moved to a new location. Operations Director Orgera advised that a study was performed in 2012 to identify a suitable location to build a new animal shelter. Resulting from this study, they were now focusing on City owned property located on Riverbank Road in North Stamford that appeared to fit the bill. In response to a question from Mr. Gabriele, Mr. Orgera advised that while only \$15-20K in funds were spent so far on analysis, the cost to build a new animal shelter, which he emphasized as a desperate need, was estimated at over \$2M dollars. Chairman Louizos encouraged the Boards continued investigation of this matter, possibly in Committee, which he stated could produce educational opportunities, and added that the potential was also there for receipt of grant funds.	

***Budget Presentation Calendar***

<b>Item 9</b>	Approval of Departmental Budget Presentation calendar dates for 2014-15 Budget		<b>Approved</b>
	<b>Action Requested:</b>	Calendar Approval	<b>5-0-0</b>
	<b>Amount:</b>		<b>Motion</b>
	<b>Fund/Budget:</b>		<b>D. Williams</b>
	<b>Submitted by:</b>	Lorraine Gilden, Clerk of the Board	<b>Second</b>
	Video: 00:30	The Board approved the calendar dates as proposed. Mr. Freedman asked that some of the presentations for March 19 be moved to an alternate day, citing that that date appeared to be crowded (see Board of Finance budget process calendar included as part of these minutes).	<b>S. Gabriele</b>

***Agreement***

<b>Item 10</b>	Request for Approval of Agreement between the City of Stamford and Stantec Consulting Services, Inc. for Cummings Park and West beach Master Design Services.		<b>Approved</b>
	<b>Action Requested:</b>	Agreement	<b>5-0-0</b>
	<b>Amount:</b>	\$196,090	<b>Motion</b>
	<b>Fund/Budget:</b>	Capital	<b>R. Freedman</b>
	<b>Submitted by:</b>	Erin McKenna/Lou Casolo	<b>Second</b>
	Video: 00:33	Ms. McKenna explained that while the Board of Finance previously approved this agreement, it was rejected by the Board of Representatives Parks & Recreation Committee, and in order to address their concerns, was amended to both exclude construction drawings (until the public input process was complete) & include a concept plan for work on the Marina. The Board acted to approve this agreement by unanimous vote.	<b>D. Williams</b>

**OFFICE OF LEGAL AFFAIRS**

***Lease Agreement***

<b>Item 11</b>	Request for Approval of Assignment & Amendment of Lease Agreement between the City of Stamford and Michael & Teresa Zohdi to Zody's 19 <sup>th</sup> Hole, LLC until December 31, 2023 with an option to extend to December 31, 2028.		<b>Approved</b>
	<b>Action Requested:</b>	Agreement	<b>5-0-0</b>
	<b>Amount:</b>	\$75,000: Annual Rent to City(5 yrs) w/3% inc thereafter	<b>Motion by</b>
	<b>Fund/Budget:</b>		<b>M. Rinaldi</b>
	<b>Submitted by:</b>	Mayor David Martin	<b>Second</b>
	Video: 00:36	City Operations Director Orgera explained that this amendment was sought to re-assign the name as lessee to Zody's 19 <sup>th</sup> Hole, LLC and also to extend the agreement from 2014 to 2023 . In response to a question from Chairman Louizos concerning the vendor's liability due to the change to an LLC, Corporation Counsel Kathryn	<b>R. Freedman</b>

	Emmet agreed that the vendor was not personally liable after date of assignment. Mr. Orgera reported that the vendor will perform \$250K worth of improvements to the restaurant, which is good for the City, as it owns the building. By the end of the lease, the annual rent will have risen to \$100K /yr. Ms. Rinaldi asked if the rent was being paid on a timely basis, noting problems with the previous lessee, which was responded to in the affirmative by Director Orgera.	
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**SMITH HOUSE**

***Additional Appropriation***

<b>Item 12</b>	Request for Approval of Additional Appropriation in the amount of \$410,931 to replenish and fund additional accounts which were short of funds.		<b>Approved</b>
	<b>Action Requested:</b>	Additional Appropriation	<b>4-0-1</b>
	<b>Amount:</b>	\$410,931	<b>Motion</b>
	<b>Fund/Budget:</b>	Contingency	<b>S. Gabriele</b>
	<b>Submitted by:</b>	Michael Handler, Director of Administration	<b>Second</b>
	Video: 00:41	OPM Director Hricay advised that this request was sought to replenish several Smith House accounts which were in deficit. Board Member Sal Gabriele, who serves as the Board of Finance’s designee to the Smith House Board, invited Mr. Mislow to share with the Board their need for funding for a new computer system. Mr. Freedman asked why the numbers for energy expenses, which should be somewhat predictable, were so far off. Mr. Hricay conceded that in an effort to challenge the department to achieve savings, they were overly optimistic, adding that the harsh winter also exacerbated the problem. Relating to the latter, Chairman. Louizos recommended that they look into converting to natural gas or some other energy source to achieve savings in the long term. On a motion by Mr. Gabriele, which was seconded by Mr. Williams, the Board agreed by a vote of 4-0-1, with Ms. Rinaldi abstaining, to approve this request.	<b>D. Williams</b>

**DEPARTMENT OF ADMINISTRATION**

***Approval of FY 2012-13 Fund Balance Appropriations***

<b>Item 14</b>	Request for Approval of Appropriation from FY 2012-13 Surplus to Rainy Day Fund in the amount of \$3,000,000.		<b>Approved</b>
	<b>Action Requested:</b>	Appropriation of Prior Year Surplus	<b>5-0-0</b>
	<b>Amount:</b>	\$3,000,000	<b>Motion</b>
	<b>Fund/Budget:</b>	Fund Balance	<b>M. Rinaldi</b>
	<b>Submitted by:</b>	Michael Handler, Director of Administration	<b>Second</b>
	Video: 00:55	Noting that the Board had previously approved the designations	<b>R. Freedman</b>

	requested here for items numbered 14 & 15, Chairman Louizos called for motions on these items.	
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***Approval of FY 2012-13 Fund Balance Appropriations***

<b>Item 15</b>	Request for Approval of Appropriation from FY 2012-13 Surplus to Capital Non-Recurring account (City) in the amount of \$1,495,107.	<b>Approved</b>
<b>Action Requested:</b>	Appropriation of Prior Year Surplus	<b>5-0-0</b>
<b>Amount:</b>	\$1,495,107	<b>Motion</b>
<b>Fund/Budget:</b>	Fund Balance	<b>M. Rinaldi</b>
<b>Submitted by:</b>	Michael Handler, Director of Administration	<b>Second</b>
Video: 00:55	Noting that the Board had previously approved the designations requested here for items numbered 14 & 15, Chairman Louizos called for motions on these items.	<b>R. Freedman</b>

***Approval of FY 2012-13 Fund Balance Appropriations- BOE***

<b>Item 13</b>	Request for Approval of Appropriation from FY 2012-13 Surplus to Capital non-recurring Account- Board of Education in the amount of \$3,092,480 and to OPEB: BOE in the amount of \$1,325,349.	<b>Approved</b>
<b>Action Requested:</b>	Appropriation of Prior Year Surplus	<b>5-0-0</b>
<b>Amount:</b>	\$4,417,829	<b>Motion</b>
<b>Fund/Budget:</b>	Fund Balance	<b>R. Freedman</b>
<b>Submitted by:</b>	Michael Handler, Director of Administration	<b>Second</b>
Video: 00:56	OPM Director Hricay explained that items # 13-16 are to appropriate the funds to the budget for the already approved designations (at the Board of Finance January 9 meeting) to the appropriate accounts . On behalf of the Mayor, Director of Administration Handler asked to increase the designated amount for this item for BOE OPEB by \$359,651- bringing it to \$1,685,000 instead of \$1,325,349; and to decrease the designated amount going to the capital non-recurring account for the BOE by the same amount (\$359,651) bringing the amount requested to \$2,732,829 from \$3,092,480, but leaving the total amount going to BOE from prior year surplus at \$4,417,829. The Board approved this request by unanimous vote.	<b>D. Williams</b>

***Human Resources- Additional Appropriation***

<b>Item 16</b>	Request for Approval of Additional Appropriation in the amount of \$27,860 to hire a manager of the City's time and attendance system; funding for 3 1/2 months from March 15, 2014 through June 30, 2014.	<b>Approved</b>
<b>Action Requested:</b>	Additional Appropriation	<b>5-0-0</b>
<b>Amount:</b>	\$27,860	<b>Motion</b>
<b>Fund/Budget:</b>	Contingency	<b>M. Rinaldi</b>
<b>Submitted by:</b>	Michael Handler, DOA/Emmet Hibson, Human Resources	<b>Second</b>
Video: 00:58	This request, which had been sought at previous meetings, but not approved, was supported by the Department of	<b>S. Gabriele</b>



	<p>Administration’s Director Handler who advised that this position was necessary to manage the City’s time and attendance system, help prevent fraud , &amp; to help bring 3 City departments onto the system, and would also rid the Management Letter of a significant deficiency. Vice Chair Rinaldi advised that while she was not disputing the need for this position, she said that the funding could be achieved through strategic efforts for savings elsewhere, and thus be cost neutral to the City. Mr. Freedman, who reviewed this request in Audit Committee (see ‘Reports to the Board’, above) declared it to be a critical need. Chairman Louizos concurred, but also said that he agreed with Ms. Rinaldi regarding first achieving savings to support it, and also questioned why the funding was being sought before approval of the position by the Personnel Commission. Ms. Rinaldi, while reiterating that they should look to redeploy Human Capital more efficiently, stated that she supported this item and made a motion to approve. Mr. Gabriele seconded the motion, and the Board approved this appropriation by unanimous vote.</p>	
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**BOARD OF EDUCATION**

*Advisory Opinion: BOE*

<b>Item 18</b>	Pursuant to Section C6-20-7 (c) of the <i>City of Stamford Charter</i> , request for Advisory Opinion to the Board of Education on the tentative agreement between the Board of Education and the Stamford Para-Educators Union for the period July 1, 2013 through June 30, 2016.		<b>Advisory Opinion to be Provided</b>
	<b>Action Requested:</b>	Advisory Opinion	
	<b>Amount:</b>	\$	
	<b>Fund/Budget:</b>	Board of Education	
	<b>Submitted by:</b>	Winnie Hamilton, Superintendent of Schools	
	Video: 01:16	<p>On a motion by Mr. Gabriele, which was seconded by Ms. Rinaldi, the Board agreed by unanimous vote to hear this item in executive session due to the discussion of strategy regarding union negotiations. The participants in executive session included Board Members John Louizos, Mary Lou Rinaldi, Richard Freedman, Dudley Williams &amp; Sal Gabriele. Also taking part in executive session was Board of Education Counsel Thomas Mooney, Board of Education President Geoff Alswanger, Director of Human Resources Stephen Falcone, Director of Finance Hugh Murphy and Board of Education Members Jackie Heftman &amp; Polly Rauh. After approximately 1 hour, the Board exited executive session, with Chairman Louizos stating that an advisory opinion would be provided to the Board of Education.</p>	

**OFFICE OF PUBLIC SAFETY**

***Long Ridge Volunteer Fire Department***

<b>Item 19</b>	Request for Approval of Additional Appropriation in the amount of \$117,791.67 to cover funding for January, 2014.	<b>Approved</b>
	<b>Action Requested:</b> Additional Appropriation	<b>5-0-0</b>
	<b>Amount:</b> \$117,791.67	<b>Motion</b>
	<b>und/Budget:</b> Contingency	<b>M. Rinaldi</b>
	<b>Submitted by:</b> Ted Jankowski, Director of Public Safety/Chief Teitlebaum	<b>Second</b>
	Video: 01:17 At the January 9 regular meeting, Chairman Louizos asked that the additional appropriations sought by the Volunteer Firehouses be requested as one-month allocations due to on-going mediation efforts. After some discussion and questions directed to Public Safety Director Jankowski about resolution efforts and use of the funds, Ms. Rinaldi made a motion to consider Items numbered 19-21 together and made a motion to approve. Mr. Gabriele seconded this motion and these items were approved by unanimous vote.	<b>S. Gabriele</b>

***Turn of the River Volunteer Fire Department***

<b>Item 20</b>	Request for Approval of Additional Appropriation in the amount of \$25,666.67 to cover funding for January, 2014.	<b>Approved</b>
	<b>Action Requested:</b> Additional Appropriation	<b>5-0-0</b>
	<b>Amount:</b> \$25,666.67	<b>Motion</b>
	<b>Fund/Budget:</b> Contingency	<b>M. Rinaldi</b>
	<b>Submitted by:</b> Ted Jankowski, Director of Public Safety/Chief Jacobellis	<b>Second</b>
	Video: 01:17 See minutes in Item # 19.	<b>S. Gabriele</b>

***Springdale Volunteer Fire Department***

<b>Item 21</b>	Request for Approval of Additional Appropriation in the amount of \$12,833.33 to cover funding for January, 2014.	<b>Approved</b>
	<b>Action Requested:</b> Additional Appropriation	<b>5-0-0</b>
	<b>Amount:</b> \$12,833.33	<b>Motion</b>
	<b>Fund/Budget:</b> Contingency	<b>M. Rinaldi</b>
	<b>Submitted by:</b> Ted Jankowski, Director of Public Safety/Chief Fahan	<b>Second</b>
	Video: 01:17 See minutes in Item # 19.	<b>S. Gabriele</b>

***Bond Resolution***

<b>Item 17</b>	Request for Approval of Resolution Amending a Resolution with respect to the issuance and Sale of \$45M of General Obligation Bonds of the City of Stamford, Issue of 2011.	<b>Approved</b>
	<b>Action Requested:</b> Bond Resolution Amendment	<b>4-0-0</b>
	<b>Amount:</b> \$	<b>Motion</b>
	<b>Fund/Budget:</b> Capital	<b>D. Williams</b>
	<b>Submitted by:</b> Jim Hricay, Director of OPM	<b>Second</b>

Video: 01:22	OPM Director Hricay explained that this resolution was submitted to correct/amend the original resolution in order to align the projects that were “shovel ready” to bond proceeds already received. The Board approved this item by unanimous vote. (Ms. Rinaldi was out of the room when this vote was taken).	<b>S. Gabriele</b>
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*Committees*

<b>Item 22</b>	Update: Committee Priorities		<b>Discussion: No Action Taken</b>
	<i>Action Requested:</i>	Discussion	
	<i>Amount:</i>		
	<i>Fund/Budget:</i>		
	<i>Submitted by:</i>	John Louizos, Chairman	
	<i>Presented by:</i>	Committee Chairs	
	Video: 01:27	Chairman Louizos asked that Board’s Committee Chairs share with the full Board their areas of priorities and concern for their particular committee. Areas of concern included health insurance (Mr. Freedman); Education budget (Mr. Williams); City contracts (Ms. Rinaldi); Capital Projects & overall capital needs (Mr. Louizos & Mr. Freedman) as well as the general concern for Smith House costs.	

**Next Regular Meeting of the Board:** Thursday, March 13, 2014 @ 7:00 P.M.

**Adjournment:** On a motion by Mr. Freedman which was seconded by Mr. Gabriele, the Board unanimously agreed to adjourn this meeting at 10:07 PM

Lorraine C. Gilden

Lorraine C. Gilden  
Clerk of the Board