

Minutes: September 12, 2013

MICHAEL PAVIA  
MAYOR

TIMOTHY M. ABBAZIA  
CHAIRMAN  
MARY LOU T. RINALDI  
VICE CHAIR  
JOHN J. LOUIZOS  
GERALD BOSAK, JR.  
KATHLEEN MURPHY  
DAVID MARTIN  
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, September 12, 2013:7:00 PM**  
**Board of Finance Meeting Room, 4<sup>th</sup> Floor**

**Call to Order:** Performed by Chairman Abbazia at 7:08, noting that all members were present.

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

**Approval of Minutes:** August 20, 2013: 7:00 PM: Regular Meeting

**Approved**

**6-0-0**

**Motion by**

**J. Louizos**

**Seconded**

**G. Bosak**

Ms. Murphy asked that it be noted that the future topic she asked for at the August 20 meeting (Item # 16) was a new scrap metal incident as opposed to the old one.

Video: (hours, minutes) (00:02)

**Public Participation:** None

Reports to the Board: (Video: 00:06) Member Martin reported that he chaired a Financial Policy Committee meeting tonight, just prior to this meeting at which he and Committee member Murphy reviewed a cash forecast provided by Asst. Controller Vitale. Chairman Martin added that he was looking for available cash, projected out 6 months as opposed to an accounting issue, but they were making progress and would revisit this topic again. Mr. Bosak advised the Board that he had discussed potential dates with Audit Committee Chairman Louizos regarding a meeting to discuss a revaluation audit. Mr. Abbazia asked that any input be provided to Chairman Louizos.

*Note: Items are Shown in Order of Consideration*

**GRANTS**

***Community Development Neighborhood Stabilization Program***

- Item 1** Request for Approval of Additional Appropriation in the amount of \$429,550.74 representing program income to be used for making loans to developers to acquire and rehabilitate foreclosed property for affordable rental apartments and ownership housing. **Approved**
- Action Requested:** Additional Appropriation **6-0-0**
- Amount:** \$429,550.74 State of Ct: DECD **Motion by**
- Fund/Budget:** 100 % Grant Funded: State of CT **G. Bosak**
- Submitted by:** Tim Beeble, Community Development **Seconded**
- Video: 00:08 Mr. Beeble reported that this was a federal grant funded through HUD which provided funds to developers for rehabbing foreclosed properties, then selling them to low income buyers. The proceeds of sale came back to the City as program income, and in this case it was from the sale of two properties. The Board acted to approve this item by unanimous vote. **K. Murphy**

**OFFICE OF PUBLIC SAFETY**

***Long Ridge Volunteer Fire Department***

- Item 2** Request for Approval of Additional Appropriation in the amount of \$942,333.33 to cover remaining funding for the fiscal year 2013-14. **Approved for Lesser Amount**
- Action Requested:** Additional Appropriation **5-1-0**
- Amount:** \$942,333.33 Requested; **\$235,583.33 Approved** **Motion by**
- Fund/Budget:** Contingency **G. Bosak**
- Submitted by:** Ted Jankowski, Director of Public Safety/Chief Teitlebaum **Seconded**
- Video: 00:12 This request was to provide funding for the Volunteer Fire Departments for the remainder of the fiscal year. Director Jankowski advised that their efforts for resolution of the Volunteer Firefighters matter was not successful, and the case was in litigation, in front of a Judge. After some discussion considering when a Judge may make a decision, the Board acted to approve two additional months of funding for each of Long Ridge, Turn of the River and Springdale Fire companies, funding them through December, 2013 (Motion: Mr. Bosak, Second: Mr. Martin, Dissent: K. Murphy) while adding that they would seek an update on this matter from Corporation Counsel Capalbo in October. **D. Martin**

Minutes: Thursday, September 12, 2013

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

- Item 3** Request for Approval of Additional Appropriation in the amount of \$205,333.34 to cover remaining funding for the fiscal year 2013-14. **Approved for Lesser Amount 5-1-0 Motion by G. Bosak Seconded D. Martin**
- Action Requested:** Additional Appropriation  
**Amount:** \$205,333.34 Requested: **\$51,333.33 Approved**  
**Fund/Budget:** Contingency  
**Submitted by:** Ted Jankowski, Director of Public Safety/Chief Jacobellis  
Video: 00:12 The Board acted to take Items #2-4 together. See minutes in Item # 2.

***Springdale Volunteer Fire Department***

- Item 4** Request for Approval of Additional Appropriation in the amount of \$102,666.67 to cover remaining funding for the fiscal year 2013-14. **Approved for Lesser Amount 5-1-0 Motion by G. Bosak Seconded D. Martin**
- Action Requested:** Additional Appropriation  
**Amount:** \$102,666.67 Requested: **\$25,666.66 Approved**  
**Fund/Budget:** Contingency  
**Submitted by:** Ted Jankowski, Director of Public Safety/Chief Fahan  
Video: 00:12 The Board acted to take Items #2-4 together. See minutes in Item # 2.

**OFFICE OF LEGAL AFFAIRS**

***Agreement***

- Item 5** Request for Approval of Lease Agreement between the City of Stamford and Sacred Heart University, Inc. for lease of approximately 110 square feet of space located on the 10<sup>th</sup> floor of the government center for a period of five years commencing on date of contract. **Approved 6-0-0 Motion by D. Martin Seconded M. Rinaldi**
- Action Requested:** Approval of Lease Agreement  
**Amount:** \$144 month  
**Fund/Budget:**  
**Submitted by:** Mayor Michael A. Pavia  
**Presented by:** Chris Dellaselva, Asst. Corporation Counsel  
Video: 00:21 Mr. Dellaselva reported that this was a 5-year lease agreement- to Sacred Heart U. which, allowed them to operate a radio broadcasting system which had the benefit to the City of allowing them to use the system in case of emergencies. Vice Chair Rinaldi stated that she had specific views on the Government Center's use, and that is that the 10<sup>th</sup> floor is the purview of the Mayor for his use and as such, should be reserved for Government Agencies only. Mr. Louizos advised that the views of a radio show should not be construed as those of the City, and Mr. Martin said there was nothing in the lease which provided for what equipment may be brought into the building and its location to accommodate the broadcasting of the potential Lessee. Ms. Murphy agreed, stating that this is something that should be spelled out in the lease. While Mr. Jankowski emphasized that this was a great concept that the City was lacking and that he did not want it delayed, the Board members concurred that a more appropriate place for a system that could be used in case of public emergency should be located in the same area as the City's Emergency Communications Center. On a motion by Mr. Martin, which was seconded by Ms. Rinaldi, the Board agreed by unanimous vote to hold this item, in favor of allowing the Department to locate a more suitable space for this tenant.

***Notice of Capital Project Close-Out***

- Item 8** Notice of close-out/reduction of Capital Project No.CP3807: Drywell Connection-SCA in the amount of \$60,000 (also, see item # 9, below). **No Action Taken**

**Action Requested:** Capital Project close-out  
**Amount:** \$60,000  
**Fund/Budget:** Capital: CP #3807  
**Submitted by:** Mayor Pavia  
**Presented by:** Lou Casolo, City Engineer  
Video: 00:43 Mr. Casolo explained that the funds requested here were for a drainage issue which would be taken care of during the building of a hotel to be located next to this building, so the funds were no longer needed. The Board took no action on this item.

***Supplemental Capital Appropriation: Stamford Center for the Arts***

- Item 9** Request for Approval of Supplemental Capital Appropriation in the amount of \$60,000 to replace the parapet and repair the north wall. **Approved**

**Action Requested:** Supplemental Capital Appropriation  
**Amount:** \$60,000  
**Fund/Budget:** Capital: CP3806  
**Submitted by:** Lou Casolo, City Engineer  
Video: 00:43 Mr. Casolo advised that this work could be done at a critical time due to the fact that the building next door was being demolished which would allow the Stamford Center for the Arts access to make these repairs while there is no building there (also, see Item # 8, above).

**6-0-0**  
**Motion by**  
**D. Martin**  
**Seconded**  
**G. Bosak**

***Agreement***

- Item 6** Request for Approval of Agreement between the City of Stamford and BBS Architect, PC for Design services for Northeast Elementary School improvements. **Approved**

**Action Requested:** Approval of Agreement  
**Amount:** \$166,000 (estimated, based on 5.95% of construction costs)  
**Fund/Budget:**  
**Submitted by:** Mayor Michael A. Pavia  
**Presented by:** Lou Casolo, City Engineer  
Video: 00:52 City Engineer Casolo reported that this agreement was for design services for necessary code improvements due to an aging infrastructure and would cover items such as designing bathrooms and accessibility. He explained that this project was in design, anticipating construction next summer. Board member Murphy stated that schools should receive adequate funds and use them in the most efficient way. Ms. Rinaldi noted that there was a plan, priorities were determined, and we should move on this item. On a motion by Mr. Martin, which was seconded by Ms. Rinaldi, the Board acted to approve this agreement by unanimous vote.

**6-0-0**  
**Motion by**  
**D. Martin**  
**Seconded**  
**M. Rinaldi**

***Supplemental Capital Appropriation: Dolan School***

- |                |   |  |
|----------------|---|--|
| <b>Item 11</b> | Request for Approval of Supplemental Capital Appropriation in the amount of \$1,100,000 for the removal and replacement of the exterior façade of the building.<br><b>Action Requested:</b> Supplemental Capital Appropriation<br><b>Amount:</b> \$1,100,000<br><b>Fund/Budget:</b> Capital: C5B629<br><b>Submitted by:</b> Lou Casolo, City Engineer<br><b>Video:</b> 01:12  | <b>Approved</b><br><br><b>5-0-0</b><br><b>Motion by</b><br><b>T. Abbazia</b><br><b>Seconded</b><br><b>M. Rinaldi</b> |
|                | Mr. Casolo explained that while \$3.5 million was approved, the bids came in higher due to the initial uncertainty of the cost, but were raised due to discovery of asbestos and to fund contingency and clerk of the works, putting the cost closer to \$4.4 million. Chairman Abbazia wanted to know how much longer the building would last (estimated at 50 years by Mr. Casolo) if the City spent this money, wanting to avoid a cascade of more and more funds. Mr. Casolo explained that to protect a building you start with its core and the roof, which was already new. The Board acted to approve this item by unanimous vote. (Mr. Martin was out of the room when the vote was taken, but went on the record that he was in support of approval). |  |

***Notice of Capital Project Close-Out***

- |                |   |   |
|----------------|---|---|
| <b>Item 10</b> | Notice of close-out/reduction of Capital Projects No C36668: Westhill HS Infrastructure (\$600K) & CPB690 (\$500K): Northeast School Renovation totaling \$1,100,000 (also, see item # 11, below).<br><br><b>Action Requested:</b> Capital Projects close-out<br><b>Amount:</b> \$1,100,000<br><b>Fund/Budget:</b> Capital<br><b>Submitted by:</b> Mayor Pavia<br><b>Presented by:</b> Lou Casolo, City Engineer<br><b>Video:</b> 01:27 | <b>Rejected</b><br><br><b>6-0-0</b><br><b>Motion by</b><br><b>D. Martin</b><br><b>Seconded</b><br><b>J. Louizos</b> |
|                | According to Mr. Casolo these projects were being reduced, since they were not critical at this time, but would be needed at a later date. The Board acted to fail this item as their stated intent in requesting close-outs was to utilize funds that were no longer needed to save money which would not be accomplished if the funds were still required.  |   |

**Agreement**

**Item 7** Request for Approval of Agreement between the City of Stamford and Stantec Consulting Services, Inc. for Cummings Park and West beach Master Design Services.

**Approved**

**Action Requested:** Approval of Agreement

**4-2-0**

**Amount:** \$173,800 plus reimbursables NTE \$1500

**Motion by**

**Fund/Budget:**

**J. Louizos**

**Submitted by:** Mayor Michael A. Pavia

**Seconded**

**Presented by:** Lou Casolo, City Engineer

**M. Rinaldi**

Video: 01:35 City Engineer Casolo reported that this agreement was to update the Master Plan which would cover potential projects at this park area and was to include significant public input at multiple meetings prior to any work being done. He noted that the contract included tasks including a master plan, a survey, construction documents for a rest room building renovation and construction documents for re-alignment of the softball fields, all which will take shape through a public process. Mr. Louizos noted that informing the public was tailor made as a use for the City's website. Chairman Abbazia stated that this plan as it was explained, ensured a better use for valuable City land. Ms. Murphy objected to construction drawings being included in a plan where the uses can change. Mr. Bosak added that both the elected Boards and the public should be involved at the earliest time in the process so as to provide input. On a motion by Mr. Louizos, which was seconded by Ms. Rinaldi, the Board approved this agreement by a vote of 4-2-0, with Mr. Bosak and Ms. Murphy dissenting.

**WPCA**

**Notice of Capital Project Close-Outs/Reductions**

**Item 12** Notice of partial close-out of Wedgemere Road Capital Project #C20052: Wedgemere Road Sewers in the amount of \$200,000 (also, see Item # 13 below).

**Withdrawn**

**Action Requested:** Capital Project close-out

**Amount:** \$

**Fund/Budget:** Capital:C20052

**Submitted by:** Mayor Pavia

**Presented by:** Bill Brink & Prakash Chakravarti

Video: 00:00 This item was withdrawn as the Planning Board had not yet acted on it.

**WPCA Supplemental Capital Appropriation: Carriage Drive Sewers**

**Item 13** Request for Approval of Supplemental Capital Appropriation in the amount of \$200,000 to service 70 parcels at various streets to replace failing septic systems which will include approximately 10,000 liner feet of gravity sewers, 1500 Linear feet of Force Main and 1 Lift Pump Station.

**Withdrawn**

**Action Requested:** Supplemental Capital Appropriation

**Amount:** \$200,000

**Fund/Budget:** Capital: C22045

**Submitted by:** Bill Brink, WPCA

Video: 00:00 This item was withdrawn as the Planning Board had not yet acted on it.

Minutes: Thursday, September 12, 2013

***Department's Handling of Board Budget Cuts***

**Item 14** Update: Department's handling of 2013-14 budget cuts.

**No Action  
Taken**

***Action Requested:*** Update

***Amount:*** \$

***Fund/Budget:***

***Submitted by:*** Mary Lou Rinaldi, Vice-Chair

Video: 01:52  
Vice Chair Rinaldi asked for this item to learn what the departments were doing in response to the absence of funds cut by the Boards during the budget process. Mr. Hricay reported that, in accordance with a memo from Mr. Handler provided to the Boards, he was directed to monitor the budget for any payroll savings, with the intention of retaining the positions for which funding was eliminated. Both Mr. Martin and Mr. Abbazia asked if the city was now running a deficit due to the retained positions, and asked that he provide more detailed quarterly projections for this period showing the approved budget equalized for each month versus actuals for the same time period, by line item.

***Future Agenda Items***

**Item 15** Review: Possible future Agenda Discussion Items

**No Action  
Taken**

***Action Requested:*** Discussion

***Amount:***

***Fund/Budget:***

***Submitted by:*** Tim Abbazia, Chairman

Video: 02:09  
The Board agreed that Corporation Counsel Capalbo come to the October meeting to speak about the Volunteer's Firefighter's case (also, see item # 3). Ms. Murphy stated that she previously asked for the Grants Director to provide the status of grants, but this item was not included on the agenda. Chairman Abbazia, noting that Ms. Murphy's requests were seriously considered, alluded to the fact that by example, Ms. Murphy's input was precisely included in the WPCA RFP for audit services, excepting the scope.

**Next Regular Meeting of the Board:** Thursday, October 10, 2013 @ 7:00 P.M.

**Adjournment:** On a motion by Mr. Louizos, which was seconded by Mr. Bosak, the Board agreed by unanimous vote to adjourn this meeting at 9:50 PM.

Lorraine C. Gilden

Lorraine C. Gilden  
Clerk of the Board