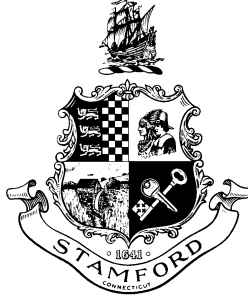


Minutes: April 14, 2016

**MAYOR
DAVID MARTIN**

**RICHARD FREEDMAN
CHAIRMAN
MARY LOU T. RINALDI
VICE CHAIR
DUDLEY N. WILLIAMS
SAL GABRIELE
DAVID KOORIS
SHELLEY A. MICHELSON**



BOARD OF FINANCE

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

MINUTES

Regular Meeting

**Thursday, April 14, 2016: 7:00 PM
Board of Finance Meeting Room, 4th Floor**

Call to Order: Performed at 7:05 (Video: 00:00) by Chairman Freedman who stated that all Members were present.

Pledge of Allegiance: Led by Chairman Freedman

Approval of Minutes:

March 10, 2016: 5:30 PM: Audit Committee Meeting

March 10, 2016: 6:30 PM: Regular Meeting

Video: 00:00:26

Approved

6-0-0

Motion by:

S. Gabriele

Second:

D. Williams

Public Participation: *Mr. William J. Hennessey, Jr., introduced himself and offered his assistance, if needed, with Item 1.*

Reports to the Board: *There were no reports to the Board.*

OFFICE OF THE MAYOR

Discontinuance of Waterside Place and an Unnamed Highway

Item 1	Pursuant to Section C8-60-1 of the City Charter, and City Code section 214-40 et seq., and after review of the report of the Office of Operations and the estimate of the Director of Administration in connection with the above-referenced proposal, approval of the discontinuance of Waterside Place and an Unnamed Highway, a total of approximately 18,280 square feet (.42 acres), is requested.	Approved 5-0-1 Motion by: M. Rinaldi Second by: D. Williams Abstained: S. Michelson
	Action Requested: Approval of Discontinuance of Waterside Place and an Unnamed Highway	
	Amount:	
	Fund/Budget	
	Submitted by: Mayor David Martin – Jim Minor, Assistant Corporation Counsel	
	Video: 00:00:43 Mr. Minor gave a background on the proposed motion. The City proposes to give O & G 12,000 sq. ft. of City property and receive in return 28,000 sq. ft. of O & G property, which is of equal value. This is the second step in a 3-step plan. The first step was the condemnation of a building at the site and the third step will be a proposal to create a traffic round-about that will help improve traffic flow in the area.	

Police Department Harbor Unit Substation License Agreement and Consent to License City of Stamford and Vineyard Vines Retail, LLC

Item 2	Request for Recommendation for Approval of Police Department Harbor Unit Substation License Agreement and Consent to License City of Stamford and Vineyard Vines Retail, LLC for office space that will be utilized as the Stamford Police Harbor Unit Substation.	Approved 6-0-0 Motion by: S. Gabriele Second: D. Kooris
	Action Requested: Recommendation for Approval of proposed License Agreement with Vineyard Vines Retail, LLC.	
	Amount:	
	Fund/Budget	
	Submitted by: Mayor David Martin – Burt Rosenberg, Assistant Corporation Counsel	
	Video: 00:15:45 Mr. Rosenberg explained the recommended agreement offers the City rent-free availability of office space to be used by the Police Harbor Unit and which is located in an area within walking distance to the marina.	

SWPCA

Supplemental Capital Project Appropriation – Carriage Drive Area Sanitary Sewer Extension Project

Item 3	Request for Supplemental Capital Project Appropriation for the non-sanitary sewer related costs associated with the Carriage Drive Sanitary Sewer Extension Project.	Approved 6-0-0 Motion by: D.Williams Second: S.Gabriele
	Action Requested: Approval of Request for Supplemental Capital Project Appropriation	
	Amount: \$1,069,380.27	
	Fund/Budget: Capital Project C22045	
	Submitted by: Jay Fountain, Director of Office of Policy and Management and Mr. William Brink, Executive Director WPCA	
	Video: 00:17:28 Mr. Brink stated that the appropriation is to fund part of the Carriage Drive Sewer Extension project (which serves 71 homes) for paving work, outside trench work, replacement of curbs and storm drains and catchment basins.	

**OFFICE OF ADMINISTRATION
GRANTS**

CDBG - Annual Action Plan for Yr. 42: 7/1/16-6/30/17 and HOME Investment Program Funds

Item 4	Request for Approval of Annual Action Plan for Year 42: July 1, 2016-June 30, 2017 for use of Community Development Block Grant (CDBG) and HOME Investment Partnerships Program.	Approved 6-0-0 Motion by: S.Gabriele Second: R.Freedman
	Action Requested: Annual Action Plan Approval	
	Amount: CDBG: \$875,430; HOME Program: \$363,272; Reprogramming Funds: \$136,056.82	
	Fund/Budget: US Dept. of HUD: 100% Grant Funded	
	Submitted by: Erik Larson, Grants Coordinator – Karen Cammarota, Grants Officer	
	Video:00:24:49 Ms. Cammarota advised that this appropriation is for next year's program and includes both capital improvement and public services, approved by the Board of Representatives Housing and Community Development and Social Services Committee, as well as the funding for staff in the Community Development and HOME office.	

Homeland Security Grant

Item 5	Request for Approval of Additional Appropriation in the amount of \$308,418 to be allocated for equipment, training and maintenance of assets to enhance preparedness and response capabilities of first responders throughout lower Fairfield County. The City of Stamford will receive \$50,000 to act as the fiduciary agent for the 14 participating municipalities. 244 0187 3202 Conferences and Training \$ 55,000 244 0187 6730 Non-capital Equipment \$253,418		Approved 6-0-0 Motion by: M.Rinaldi Second: S.Gabriele
	Action Requested:	Additional Appropriation	
	Amount:	\$308,418 (100% grant-funded)	
	Fund/Budget:	FY 2015 Homeland Security Grant	
	Submitted by:	Karen Cammarota, Grants Officer	
	<i>Video: 00:28:12</i>	Ms. Cammarota stated that the funds are allocated on a regional basis in which the City of Stamford acts as a fiduciary. She added that the funds have not been designated as yet.	

Capital Project Appropriation – Affordable Housing Zoning Initiative

Item 6	Request for Approval of a Supplemental Capital Project Appropriation for funding for affordable housing from developers who choose to make a payment into this fund rather than constructing some, or all, of their obligation for affordable housing under Stamford’s Zoning Regulations.		Approved 6-0-0 Motion by: S.Gabriele Second: D.Kooris
	Action Requested:	Additional Appropriation	
	Amount:	\$3,226,917	
	Fund/Budget:	Additional funding for an existing funded capital project.	
	Submitted by:	Karen Cammarota, Grants Officer	
	<i>Video: 00:30:53</i>	Ms. Cammarota added that the fee in lieu of building affordable housing for the developer of the Atlantic Station North Tower is mostly going to go to the Metro Green Three Development and the remainder, \$141,693, will be placed in the family fund for a future project.	

Department of Energy and Environmental Protection (DEEP) Grant – Whittingham Discovery Center

Item 7	Request for Approval of a Supplemental Capital Project Appropriation for Mill River Collaborative Project in the amount of \$3,000,000 for the construction of the Whittingham Discovery Center in Mill River Park.		HOLD
	Action Requested:	Supplemental Capital Project Appropriation	
	Amount:	\$3,000,000	
	Fund/Budget:	DEEP Grant	
	Submitted by:	Ernie Orgera, Director of Operations	
	<i>Video:</i>		

Department of Energy and Environmental Protection (DEEP) Grant – Mill River Improvements – Phase III

Item 8	Request for Approval of a Supplemental Capital Project Appropriation for Mill River Collaborative Project in the amount of \$4,000,000 to complete construction of Phase III of the multi-phase Mill River Restoration Project, a three-mile river estuary restoration project that will create a protected greenway along the Mill River in downtown Stamford to the mouth of Long Island Sound.	HOLD
Action Requested:	Supplemental Capital Project Appropriation	
Amount:	\$4,000,000	
Fund/Budget:	DEEP Grant	
Submitted by:	Ernie Orgera, Director of Operations	
Video:		

**OFFICE OF ADMINISTRATION
OFFICE OF POLICY AND MANAGEMENT**

Request for Supplemental Capital Project Appropriation – Operation Traffic and Road Maintenance (Stormwater Management)

Item 9	Request for Approval to Amend the Capital Budget for Fiscal Year 2015-2016 by adding an Appropriation of \$200,000 for environmental compliance in accordance with a September 30, 2015 Order by the State of Connecticut Clean Water Act that requires action on the part of the City and Authorizing General Obligation Bonds of the City to meet said Appropriation. This is additional funding for an existing funded Capital project. (See related Item 10 below)	Approved: 4-0-2 Motion by: D.Williams Second: M.Rinaldi Abstained: S.Gabriele S.Michelson
Action Requested:	Supplemental Capital Project Appropriation	
Amount:	\$200,000	
Fund/Budget:	Capital - Bonding	
Submitted by:	Ernie Orgera, Director of Operations, Thomas Turk, Operations Supervisor	
Video: 01:13:24	This item was placed on HOLD at the meeting of the Board of Finance March 10, 2016. Mr. Turk explained that the new Stormwater Management Department had previously been controlled by Engineering. At the time Operations went to use funds in August this year the funds had been exhausted. He is requesting funds to run his department for the remainder of the year.	

Approval of Resolution - Environmental Compliance Project and Authorizing General Obligation Bonds to Meet Said Appropriation

Item 10	Request for Approval of Resolution to Amend the Capital Budget Project Number CP0211 for Fiscal Year 2015-2016 by Adding an Appropriation of \$200,000 for the Environmental Compliance Project and Authorizing \$200,000 General Obligation Bonds of the City to Meet Said Appropriation. (See related Item 9 above)	Approved 4-0-2 Motion by: M.Rinaldi Second: D.Kooris Abstained: S.Gabriele S.Michelson
	Action Requested:	Request for Approval of Resolution
	Amount:	\$200,000
	Fund/Budget:	Capital
	Submitted by:	Michael Handler, Director of Administration – Jay Fountain, Interim Director of Policy and Management
	Video: 01:27:40	This resolution pertains to the request made by Mr. Turk in Item 9.

**OFFICE OF ADMINISTRATION
PUBLIC SAFETY, HEALTH AND WELFARE**

Bid Waiver W No.796 – The Amsterdam Hotel

Item 11	The Amsterdam Hotel is used to provide temporary emergency housing to persons displaced due to code enforcement as mandated by CT State law (Chapter 125 Uniform Relocation Assistance). The Amsterdam Hotel is located near the neighborhoods and schools in which many tenants (families and individuals) are displaced from. The Amsterdam Hotel's prices are competitive compared to other local hotels. The last bid was done in 2012 which produced one bid, which was higher than other hotels including the Amsterdam Hotel. To date \$4,025 has been invoiced. Another \$100,300.58 is outstanding and waiting to be invoiced and it is estimated that another \$6,000 may be invoiced during the remainder of the 2015-2016 Fiscal year.	Approved 6-0-0 Motion by: D.Williams Second: D.Kooris
	Action Requested:	Recommendation for Approval of Bid Waiver
	Amount:	\$100,300.58
	Fund/Budget:	Social Services Department
	Submitted by:	Ted Jankowski, Director, Public Safety, Health and Welfare – Sharona Cowan, Social Services
	Video: 01:28:07	Ms. Cowan provided background information on reasons her department was requesting a bid waiver for the Amsterdam Hotel to house displaced families. She explained that she did not anticipate the cost getting to the point that it would cross the threshold of requiring a bid. When asked if the City has a contract with the Amsterdam Hotel she replied that it did not. The possibility of renting or leasing apartments under contract for families who are displaced was suggested. Ms. Cowan will look into it.

Additional Appropriation for the Purchase of Body-worn Cameras and Digital Storage Equipment

Item 12	Request for Approval of Additional Appropriation for the purchase of 161 body-worn cameras and digital storage equipment through an award from the US Bureau of Justice Assistance. The award provides \$338,000 to the City of Stamford and \$262,000 to the City of Bridgeport. The grant requires a 1:1 local match of \$338,000. \$200,000 has been requested in the 2016/17 operating budget and a \$138,000 appropriation is being requested from contingency funds.	Motion to HOLD 6-0-0 Motion by: S.Gabriele Second: D.Williams
Action Requested:	Additional Appropriation for the Purchase of Body-worn Cameras and Digital Storage Equipment for the Stamford Police Department.	
Amount:	\$738,000	
Fund/Budget:	1. Grant budget appropriation - \$738,000 2. Appropriation from Contingency - \$138,000	
Submitted by:	Ted Jankowski, Director of Office of Public Safety, Health and Welfare – Assistant Police Chiefs Matheny and Wuennemann	
Video: 00:32:16	There was a lengthy discussion in which both Ms. Cammarota and Assistant Police Chief Wuennemann answered questions ranging from costs to planning, training, storage of data, etc. Mr. Freedman requested that this matter be placed on hold and included on the May agenda of the Board of Finance when a representative from the Mayor’s Office and the Office of Administration can be present.	

Additional Appropriation from an Award from the Consumer Product Safety Commission

Item 13	Request for Approval for Additional Appropriation from an award from the Consumer Product Safety Commission to reduce the likelihood of pool and spa drownings through education and enforcement of safety standards. Funds will be used to train City staff and public pool operators to comply with safety regulations, to enhance pool inspections, and to provide swim lessons and water safety training through the Department of Recreation Services and the Stamford Family YMCA.	Approved 6-0-0 Motion by: S.Gabriele Second: D.Williams
Action Requested:	Additional Appropriation	
Amount:	\$131,252	
Fund/Budget:	Consumer Product Safety Commission Award	
Submitted by:	Karen Cammarota, Grants Officer	
Video: 01:09:02	Ms. Cammarota stated that this grant will help fund the above programs and also provide some swim scholarships.	

One-Year Agreement – Administrative Services for the Police Department Extra Duty Employment

Item 14	Request for Approval of a one-year Agreement between the City of Stamford and PINACOM INC. for Administrative Services for Police Department Extra Duty Employment.	Approved 6-0-0 Motion by: D.Kooris Second: S.Gabriele
Action Requested:	Approval of Agreement	
Amount:	\$193,847	
Fund/Budget:		

Submitted by:	Ted Jankowski, Director of Office of Public Safety, Health and Welfare – Assistant Police Chief Wuennemann	
Video: 01:11:09	Assistant Police Chief Wuennemann stated that the Police Department has worked with PINACOM/Avalon since 2012 and is very happy with their service. Mr. Freedman had questions about the bidding process and then called for a motion.	

OFFICE OF LEGAL AFFAIRS

Bid Waiver No. 252637 – Dewberry Engineers, Inc.

Item 15	Request for approval of a Bid Waiver for the Performance of Administration and Inspection Work during Construction at the Merriebrook Lane Bridge Project by Dewberry Engineers, Inc. <i>(See related Item 16 below)</i>	Approved 4-0-2 Motion by: D.Kooris Second: R.Freedman Abstained: M.Rinaldi S.Gabriele
	Action Requested: Approval of Bid Waiver	
	Amount:	
	Fund/Budget:	
	Submitted by: Burt Rosenberg, Assistant Corporation Counsel	
	Video: 01:43:29 Mr. Rosenberg reported that a bid waiver is requested for the administration and inspection work on the Merriebrook Lane Bridge. This bridge, which spans the Mianis River, is in very poor condition and in danger of failing. Mr. Rosenberg introduced Paul Ginotti, who is knowledgeable about the engineering aspects and has provided an engineering report. The bid waiver request is based on time being of the essence in this case. The Board questioned Mr. Ginotti at length as to why the professional fees hadn't been bid earlier and therefore not required a bid waiver.	

Contract Agreement – Dewberry Engineers, Inc.

Item 16		
	Action Requested: Approval of a Contract Agreement with Dewberry Engineers, Inc. for Construction Engineering and Inspection Services for the Replacement of Merriebrook Lane Bridge over the Mianus River. <i>(See related Item 15 above)</i>	Approved 4-0-2 Motion by: D.Williams Second: D.Kooris Abstained: S.Gabriele S.Michelson
	Amount: \$179,700	
	Fund/Budget:	
	Submitted by: Burt Rosenberg, Assistant Corporation Counsel	
	Video: 02:29:16 This resolution pertains to the request discussed in Item 15.	

Minutes: April 14, 2016

Board Chairman Freedman requested that a review of the budget format for all department presentations be included on the agenda for the next meeting.

Next Regular Meeting of the Board: Thursday, May 12, 2016 at 7:00 P.M.

Adjournment: (Video: 2:31:08) On a motion by Mr. Williams, which was seconded by Ms. Rinaldi, the Board unanimously agreed to adjourn this meeting at 9:35 p.m.

Cynthia R. Winterle
Clerk of the Board