

**BOARD OF FINANCE
TOWN OF BRANFORD, BRANFORD, CONNECTICUT 06405**

JOSEPH W. MOONEY, CHAIRMAN

HARRY DiADAMO, JR.
VICTOR J. CASSELLA
PAMELA DELISE
CHARLES F. SHELTON, JR.
JEFFREY E. VAILETTE



EX-OFFICIO
JAMES B. COSGROVE,
First Selectman

CLERK
LISA E. ARPIN, CMC CCT
Town Clerk

Lisa E. Arpin
BRANFORD TOWN CLERK

2022 FEB 25 P 3:33

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**BOARD OF FINANCE
REGULAR MEETING AGENDA
FEBRUARY 28, 2022 @ 7:30 p.m.**

REVISED TO ADD ITEM 10A

There will be a regular meeting of the Board of Finance on Monday, February, 2022 at 7:30 p.m. at Fire Headquarters, 45 North Main Street, Branford, CT. The meeting will also be available for remote public viewing via BCTV (Comcast Channel 20) and Facebook Live.

1. Introduction and welcome new board member Pamela DeLise.
2. To approve the minutes of the November 22, 2021 meeting.
3. Citizen's Communication
4. To hear a presentation from The Andriole Group and GYL Financial Synergies with regard to the performance of the Town of Branford Police Pension Plan for the quarter ended December 31, 2021, and if necessary, rebalance the portfolio.
5. To hear a presentation from The Andriole Group and GYL Financial Synergies with regard to the performance of the Town of Branford Volunteer Fire Incentive Plan for the quarter ended December 31, 2021, and if necessary, rebalance the portfolio.
6. To hear a presentation from The Andriole Group and GYL Financial Synergies with regard to the performance of the Town of Branford Other Post-Employment Benefits Trust (OPEB) for the quarter ended December 31, 2021, and if necessary, rebalance the portfolio.
7. To hear a presentation from The Andriole Group and GYL Financial Synergies with regard to the performance of the Town of Branford Coastal Resiliency Fund for the period ended December 31, 2021, and if necessary, rebalance the portfolio.
8. To hear an update from The Andriole Group and GYL Financial Synergies with regard to events and changes at Mesirow Financial who currently serves as fixed income manager for the Town's pension and OPEB funds.

9. To consider, and if appropriate, approve a request from the Shoreline Adult Education Program Facilitator for the following budget transfer for the current fiscal year:

<u>From:</u>		
25448100-533500	Purchase Services	(\$ 3,000)
<u>To:</u>		
25448100-588090	Travel	500
25448100-588000	Miscellaneous Expenses	2,500

10. To consider, and if appropriate, approve a request from the Board of Fire Commissioners for the following Fire Services budget transfer for the current fiscal year:

<u>From:</u>		
10142040-517000	Regular Wages & Salaries	(\$105,000)
<u>To:</u>		
10142040-518000	Overtime	105,000

- 10A. To consider, and if appropriate, approve a request from the Board of Fire Commissions to increase the hourly pay rate of part-time EMTs and Paramedics to the following:

Paramedic - \$35.00 per hour base pay plus a 10% bonus paid quarterly if the member works 72 hours or more in the quarter, an average of three (3) shifts per month are worked = \$38.50

EMT - \$24.00 per hour base pay plus a 10% bonus paid quarterly if the member works 72 hours or more in the quarter, an average of three (3) shifts per month are worked = \$26.40.

The funding for this request currently exists as a surplus in the Part-Time Medic Account 10142040-517670 because of unfilled shifts throughout FY-2022.

11. To consider, and if appropriate, approve a request from the Registrar of Voters for the following budget transfer for the current fiscal year:

<u>From:</u>		
10141120-533590	Moving & Storage	(\$1,500)
10141120-544420	Equipment Rental	(2,550)
10141120-544410	Building Rental	(1,000)
10141120-533900	Other Purchase Services	(4,500)
10141120-555320	Postage	(616)
		(\$10,166)
<u>To:</u>		
10141120-566920	Meal Supplies	\$ 212
10141120-566900	Other Supplies	9,954
		\$10,166

12. To consider, and if appropriate, approve a request from the Director of Human Resources to amend the FY20, FY21 and FY22 budgets to account for salary changes pursuant to the collective bargaining agreement for the Public Works Union Contract (includes General Government Buildings, Transfer Station and Public Works personnel) as follows:

General Fund Transfers

General Government Buildings

<u>From:</u>			
10149040-588802	Contingency		(\$21,686)
<u>To:</u>			
10141170-519070	Retro Wages & O.T.	FY20 & FY21	\$9,941
10141170-517000	Wages	FY22	8,809
10141170-519040	Accrued Payroll	FY22	34
10141170-518000	Overtime	FY22	<u>2,902</u>
			\$ 21,686

Transfer Station

<u>From:</u>			
10149040-588802	Contingency		(\$26,143)
<u>To:</u>			
10143040-519070	Retro Wages & OT	FY20 & FY21	\$ 10,704
10141170-517000	Wages	FY22	12,454
10141170-519040	Accrued Payroll	FY22	48
10143040-518000	Overtime	FY22	<u>2,937</u>
			\$ 26,143

Public Works

<u>From:</u>			
10149040-588802	Contingency		(\$140,641)
<u>To:</u>			
10143010-519070	Retro Wages & O.T.	FY20 & FY21	71,276
10143010-517000	Wages	FY22	62,124
10143010-519040	Accrued Payroll	FY22	239
10143010-518000	Overtime	FY22	<u>7,002</u>
			\$ 140,641

13. To consider, and if appropriate, approve a request from the Director of Human Resources to amend the FY22 budget to account for salary changes pursuant to the collective bargaining agreement for the Supervisor’s Union Contract. This contract effective July 1, 2021 as approved by the RTM, will increase salary budgets this fiscal year by 2.0%.

General Fund Transfer

<u>From:</u>		
10149040-588802	Contingency	(\$ 21,262)
<u>To:</u>		
10141040-517000	Wages & Salaries – Finance	\$ 1,909
10141050-517000	Wages & Salaries – Assessor	1,893
10141130-517000	Wages & Salaries – Planning & Zoning	2,295
10141160-517000	Wages & Salaries – Inland/Wetlands	1,519
10142050-517000	Wages & Salaries – Building	1,838
10143010-517000	Wages & Salaries – Public Works	1,445
10143040-517000	Wages & Salaries – Solid Waste	1,386
10143050-517000	Wages & Salaries – Engineering	2,383
10144020-517000	Wages & Salaries – Senior Center	1,929
10145010-517000	Wages & Salaries – Recreation	1,435
10146020-517000	Wages & Salaries – Willoughby Wallace Library	1,818
10141040-519040	Accrued Payroll Expense	8
10141050-519040	Accrued Payroll Expense	8
10141130-519040	Accrued Payroll Expense	9

General Fund Transfer

<u>To: (continued)</u>		
10141160-519040	Accrued Payroll Expense	6
10142050-519040	Accrued Payroll Expense	10
10143010-519040	Accrued Payroll Expense	6
10143040-519040	Accrued Payroll Expense	6
10143050-519040	Accrued Payroll Expense	10
10144020-519040	Accrued Payroll Expense	8
10145010-519040	Accrued Payroll Expense	6
10146020-519040	Accrued Payroll Expense	7
10142060-599104	Transfer Out - Animal Control Fund	<u>1,328</u>
		\$21,262

Corresponding Animal Control Fund Transfer & Resolution:

Appropriation Increase:		
20690000-490010	Operating Transfer In	\$1,328
Appropriation Increase:		
20642060-517000	Wages & Salaries	1,322
20642060-519040	Accrued Payroll Expense	6

RESOLVED: That the Board of Finance recommends to the RTM a transfer out of \$1,328 to the Animal Control Fund to fund salary changes pursuant to the collective bargaining agreement for the Supervisor's Union. This transfer will increase the Fiscal year 2022 budget in the Animal Control Fund from \$388,547 to \$389,875.

14. To consider, and if appropriate, approve a request from the Assistant Finance Director for the following budget transfer:

Legal Services

From:

10149040-588802	Contingency	(\$ 1,900)
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To:

10141090-529420	Expenses and Claims	\$ 1,900
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15. To review and discuss a letter from the Finance Director regarding the American Rescue Plan Act.
16. To hear an update from the Finance Director regarding a recently passed ordinance related to aging balances in capital accounts.
17. Adjournment.

Dated this 25th day of February, 2022



Lisa E. Arpin, CMC CCTC, Board of Finance Clerk

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BRANFORD TOWN CLERK

MINUTES OF THE BOARD OF FIRE COMMISSIONERS MEETING

January 18, 2022 – 5:00 p.m.
Fire Department Headquarters

The meeting was called to order at 5:01 p.m. Present were Chairman Robert Massey, Jr., Commissioners LaCroix, Clem, Riccio, Fox and Ahern. Also present were Chief Mahoney; Assistant Chief Bloomquist and Robert Dobuzinsky, Fire Marshal.

Motion made by Commissioner Riccio to approve, a request from Fire Chief Thomas Mahoney to amend the previously approved transfer request:

From:			
10142040-517000	Regular Wages & Salaries		(\$105,000.00)
To:			
10142040-518000	Overtime		\$105,000.00

Seconded by Commissioner Fox. Vote unanimous.

Motion made by Commissioner Fox to approve a request from Fire Chief Tom Mahoney to increase the hourly pay rate of part-time EMTs and Paramedics to the following:

Paramedic - \$35.00 per hour base pay plus a 10% bonus paid quarterly if the member works 72 hours or more in the quarter, an average of three (3) shifts per month are worked = \$38.50

EMT - \$24.00 per hour base pay plus a 10% bonus paid quarterly if the member works 72 hours or more in the quarter, an average of three (3) shifts per month are worked = \$26.40

This applies to individuals with two or years of service to the department. This requires final approval of the Board of Finance and will be referred to them for consideration. Seconded by Commissioner LaCroix. Vote unanimous.

Motion made by Clem to approve a recommendation from the Fire Chief to extend a conditional offer of employment to Anthony Salerno of Branford for the position of full time Firefighter Paramedic. Mr. Salerno was interviewed by the Chiefs after passing the Connecticut Consortium Paramedic Only Exam Process. Seconded by Commissioner LaCroix. Vote unanimous.

Motion made by Commissioner Fox to approve a request from Fire Marshal Robert Dobuzinsky to participate with BRYCER, LLC, to participate with "The Compliance Engine" (TCE), a proactive compliance solution application and service. Seconded by Commissioner Riccio. Vote unanimous.

Board of Finance meeting
Feb. 28, 2022

Item #10

Item #10A

Board of Fire Commissioners
Minutes of Meeting – January 18, 2022
Page Two

Motion made by Commissioner Ahern to adjourn the meeting at 5:23 p.m. Seconded by Commissioner Riccio. Vote unanimous.

Respectfully Submitted,

Trista Milici, Clerk

Lisa Arpin

From: Tom Mahoney
Sent: Monday, November 22, 2021 11:02 AM
To: Lisa Arpin
Cc: Joseph Mooney; Robert Massey Jr.; Trista Milici
Subject: FD Transfer Request

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2021 NOV 22 P 1:04
Lisa Arpin
BRANFORD TOWN CLERK

Good morning,

The Board of Fire Commissioners approved this transfer request at their meeting held 11/18. Could you please add the following to the BOF agenda for consideration at their next meeting?

To consider and if appropriate approve, a request from Fire Chief Thomas Mahoney for the following transfer:

From: 10142040-517000	Regular Wages & Salaries	(\$80,000.00)
To: 10142040-518000	Overtime	\$80,000.00

- The deficit in Overtime is due to the contractual backfilling of open shifts created by our four vacant full time positions. The surplus in salary exists due to the budgeted salaries for these positions

Happy Thanksgiving,

Thomas F. Mahoney, Jr.
Fire Chief/ Emergency Management Director
Branford Fire Department
45 North Main Street
Branford, CT 06405
(203) 488-7266 Business
(203) 315-3349 FAX

**** OBSOLETE ****
See Fire minutes 1/18/2022
for revised request.

