

# BOARD OF FINANCE

TOWN OF BRANFORD

1019 MAIN STREET, P.O. BOX 150, BRANFORD, CONNECTICUT 06405

JOSEPH W. MOONEY, CHAIRMAN  
VICTOR CASSELLA  
HARRY DIADAMO, JR.  
PAMELA DeLISE  
CHARLES F. SHELTON, JR.  
JEFFREY E. VAILETTE



EX-OFFICIO  
JAMES COSGROVE, First Selectman

CLERK  
LISA E. ARPIN, Town Clerk

## BOARD OF FINANCE REGULAR MEETING AGENDA MAY 22, 2023 at 7:30 p.m.

*Lisa E. Arpin*  
BRANFORD TOWN CLERK

2023 MAY 22 P 3:32

RECEIVED

### A G E N D A – Revised (added #8a and corrected resolution in #17)

There will be a meeting of the Board of Finance on Monday, May 22, 2023 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. To approve the minutes of the March 20, 21 and 23 meetings.
2. Citizen's Communication
3. 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 March 31, 2023, and if necessary, rebalance the portfolio.
4. 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 March 31, 2023, 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 **Other Post-Employment Benefits** Trust (OPEB) for the quarter ended March 31, 2023, 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 **Coastal Resiliency Fund** for the quarter ended March 31, 2023, and if necessary, rebalance the portfolio.

7. To consider and if appropriate, approve a transfer request from the Board of Fire Commissioners for FY2023 as follows:

From:	10142040-517000	Regular Wages & Salaries	(\$80,000)
	10142040-533530	Employment & Testing	(6,000)
	10142040-555300	Communications	<u>(6,000)</u>
		Total	(\$92,000)

To:	10142040-518000	Overtime	\$80,000
	10142040-566900	Other Supplies	6,000
	10142040-544300	Purchased Services, R&M	<u>6,000</u>
		Total	\$92,000

8. To consider and if appropriate, approve a transfer request from the Board of Police Commissioners for FY2023 as follows:

From:	70042010-579250-22239	Vehicle Set-up	(\$25,000)
To:	70042010-579350-23221	Police Vehicles	25,000

- 8a. To consider and if appropriate, approve a transfer request from the Director of Information Technology for FY2023 as follows:

From:	10141190-544375	Hardware	(\$7,524)
	10141190-588090	Travel	( 746)
	10141190-533300	Professional Development	<u>( 3,580)</u>
		Total	(\$11,850)

To:	10141190-518000	Overtime Pay	\$ 8,270
	10141190-519030	Accumulated Sick Pay	<u>3,580</u>
		Total	\$11,850

9. To consider and if appropriate, approve a transfer request from the Director of Parks & Recreation for FY2023 as follows:

From:	10145010-517000	Regular Wages & Salaries	(\$35,000)
To:	10145010-544300	Purchased Services R&M	15,000
	10145010-544320	Grounds R&M	20,000

10. To consider and if appropriate, approve a transfer requests from the Highway Supervisor for FY2023 as follows:

From:	10143040-517000	Regular Wages & Salaries	(\$10,009)
To:	10143040-544130	Other Fuel	9,124
	10143040-526100	Uniforms/Clothing	<u>885</u>
		Total	\$10,009
From:	10143010-533300	Professional Development	( 49)
To:	10143010-579300	Furniture/Fixtures	49

11. To consider and if appropriate, approve a transfer request from the Human Services Director for FY2023 as follows:

From:	21844010-588915	Relocation Services	(\$3,000)
To:	21844010-544300	Purchased Services	2,500
	21844010-544420	Equipment Rental	<u>500</u>
		Total	\$3,000

12. To consider and if appropriate, approve a budget transfer increase for FY2024 from the Human Services Director as follows:

Increase:	21890000-480296	Fund Balance Human Services Fund	(\$26,000)
Increase:	21844010-544300	Purchased Services	26,000

**RESOLVED:** That the Board of Finance recommends to the RTM an increase in the Human Services Fund Budget for FY2024 from \$1,913,499 to \$1,939,499. The increase will be funded through an appropriation from fund balance.

13. To approve the issuance of a credit card to the Superintendent of Schools with a maximum limit of \$10,000.

**RESOLVED:** That the Board of Finance authorizes the Finance Department to apply for a credit card issued through Bank of America with a maximum limit of \$10,000 for the Superintendent of Schools.

14. To hear a request from the Tax Collector to approve the Suspense List for the 2017 Grand List Year for Motor Vehicle, Motor Vehicle Supplemental and Personal Property.

15. To hear a request from the Tax Collector to approve the Suspense List for Mobile Homes (Schedule A) for Grand List years 2005 through 2021.

16. Discussion with the Tax Collector regarding tax lien assignments.
17. To consider, and if appropriate approve a transfer request for salary adjustments for FY2024 as follows:

Transfer-Animal Control General Fund

From:	10149040-588802	Contingency	(\$14,315)
To:	10142060-599104	Transfer Out – Animal Shelter Fund-206	14,315

Corresponding Transfer in Fund 206

Increase:	20690000-490010	Operating Transfer In	\$14,315
Increase:	20642060-517000	Regular Wages and Salaries	14,315

**RESOLVED:** That the Board of Finance recommends to the RTM an increase in the Animal Control Fund Budget for FY2024 from \$450,106 to \$454,786 **\$464,421**. The increase will be funded through an appropriation from the general fund contingency account.

Transfer-Police Department

From:	10149040-588802	Contingency	(\$ 17,354)
To:	10142010-517000	Regular Wages and Salaries	17,354

Transfer-Information Technology

From:	10141190-518000	Overtime	(\$ 9,937)
To:	10141190-517000	Regular Wages & Salaries	9,937

18. To consider a transfer request from the Finance Director for FY2024 to enter into a new lease for the Town Hall postage meter.
19. To consider, and if appropriate, approve the following proposed resolution:

**RESOLVED:** That the resolution entitled: “Resolution reallocating bond proceeds derived from the issuance of Town of Branford, Connecticut general obligation bonds, issue of 2020, issued and dated July 2, 2020” be adopted and recommended for adoption by the Representative Town Meeting.

20. To hear an overview of the fiscal year 2023-2024 budget highlights from the Finance Director, and to set the mill rate for fiscal 2023-2024.

21. Adjournment

Dated this 19<sup>th</sup> day of May, 2023



Lisa E. Arpin, CMC MCTC  
Board of Finance Clerk