BOARD OF FINANCE TOWN OF BRANFORD, BRANFORD, CONNECTICUT 06405

JOSEPH W. MOONEY, CHAIRMAN

HARRY DIADAMO, JR.
VICTOR J. CASSELLA
Vacancy (Imperato)
CHARLES F. SHELTON, JR.
JEFFREY E.VAILETTE



EX-OFFICIO JAMES B. COSGROVE, First Selectman

CLERK LISA E. ARPIN, CMC CCTC Town Clerk

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BOARD OF FINANCE REGULAR MEETING MINUTES March 15, 2022

Chairman Joseph Mooney called the in-person meeting to order at 7:00 p.m. at Fire Headquarters. The meeting was also available for remote public viewing via BCTV/Comcast Channel 20 and Facebook Live.

Board members present: Victor Cassella, Pamela DeLise, Harry DiAdamo, Joseph Mooney, Charles Shelton, Jr., and Jeffrey Vailette. Also present were James Cosgrove, First Selectman; Jim Finch, Finance Director, Kathryn LaBanca, Assistant Finance Director; Lisa Arpin, Town Clerk and Deborah Conklin, Town Treasurer, and Margaret Luberda, Director of Human Resources. RTM reps in attendance were Judith Barron, Peter Black (arrived 7:20), Don Conklin, Linda Erlanger, Tracy Everson, Dennis Flanigan, Kevin Healy, Chris Hynes, Ray Ingraham, Ed Prete, Marc Riccio, Carolyn Sires, and Frank Twohill.

The continuance of budget hearing presentations to the Board of Finance for fiscal year 2022-2023 took place after Chairman Mooney gave a summary of budget requirements (see attached summary pages from the budget book.) The following departments presented with an opportunity for Q&A by the Board, the RTM and the public. No votes were taken during the hearings.

DEPARTMENT

PRESENTER

(RTM- PUBLIC SERVICES COMMITTEE)

Engineering	ohn Hoefferle
Public Works	
Docks & Recreational Facilities	Gary Zielinski
Police Services	Chief Jon Mulhern & Deputy Chief John Alves
Police Service Special Detail	Chief Jon Mulhern & Deputy Chief John Alves
Emergency Management	Fire Chief Tom Mahoney &
• , •	Deputy Fire Chief Gary Bloomquist
Fire Services	Fire Chief Tom Mahoney &
	Deputy Fire Chief Gary Bloomquist
Animal Control	Laura Burban
Municipal Gov't. Buildings	Brian Droney
Solid Waste Management & Recycling	Jamie Cosgrove & Paul Muniz

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(RTM-WAYS	& MEANS	COMMITTEE)
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(RTM-WAYS & MEANS COMMITTEE)

Recreation Department......Alex Palluzzi & Paul Criscuolo

Employee Group Insurance......Jim Finch/Margaret Luberda

*Mr. Finch made reference to, and redistributed a handout of a 2/22/2021 memo from First Selectman Cosgrove to Hamlet Hernandez, Superintendent of Schools;

attached.

(RTM-WAYS & MEANS COMMITTEE-Continued)

(RTM-ADMINISTRATIVE SERVICES COMMITTEE)

Labor Relations.......Margaret Luberda
Human Resources......Margaret Luberda

Chairman Mooney called for a recess of the budget hearings to be continued on March 21, 2022. Motion from Mr. Cassella, seconded by Mr. DiAdamo, the meeting recessed at 9:54 p.m.

Dated this 16th day of March, 2022

Jusi ZAmpin

Lisa E. Arpin, CMC CCTC Board of Finance Clerk

Change Amount \$6,059,012 5.0%	\$325,669 21.5% \$26,929 0.9% \$189,448 3.1% (\$882,736) -20.6% (\$340,690) -2.3%		Change	0.8 2.7%	\$6,523,651 6.0%	\$0 0.0% \$0 0.0% \$123,949 6.0%	\$6,399,702 6.0%
2022/2023 \$127,024,327	\$1,842,169 \$3,021,698 \$6,326,720 \$3,400,000 \$14,590,587	\$112,433,740	\$3,810,911,114	30.25	\$115,281,793	\$270,800 \$386,899 2,190,354	\$112,433,740
2021/2022 \$120,965,315	\$1,516,500 2,994,769 6,137,272 \$4,282,736 \$14,931,277	\$106,034,038	\$3,693,499,815	29.45	\$108,758,142	\$270,800 \$386,899 2,066,405	\$106,034,038 98:10%
Budget Requirements	Less: Annual Receipts Other Than Taxes Interest & Penalties on Back Taxes State & Federal Grants Departmental Receipts Fund Balance Brought Forward	Net to be raised from Taxation	NET GRAND LIST	MIII Rate	Gross Taxes Available	Less: State Reimbursements Less: Elderly Tax Relief Less: Allowance for Uncollectible	Net Taxes Available Collection Rate

Deborah F. Conklin Treasurer Town of Branford 3/7/2022

GRAND LIST HISTORY

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This Information Will Appear in the 2022-23 RTM Approved Budget Book

TOWN OF BRANFORD 2022 - 2023 Budget Summary

PERCENT	6.3% 0.9%	5.0%		1.1%	14.5%	7.6%	1.2%	1.1%	-26.7%	48.8%	0.7%	0.0%	0.0%	10.0%	40.2%	5.5%	3.7%	-59.6%	2.9%	8.4%	0.0%	11.1%	3.6%	10.4%
Difference Requested vs RTM Amended	6,725,371 26,929 (693,288)	6,059,012		209	39,158	7,097	6,091	5,225	(5,230)	274,250	1,991	•	0	1,441	72,816	19,190	343	(28,305)	4,034	86,597	0	99,551	11,686	596,144
Requested Budget 2022 - 2023	114,275,909 3,021,698 9,726,720	127,024,327		18,503	310,104	100,039	494,930	465,544	14,360	836,756	275,257	450,000	62,500	15,900	253,900	370,766	9,492	19,150	142,431	1,115,381	15,100	994,871	339,968	6,304,952
RTM Amended 2021 - 202 <u>2</u>	107,550,538 2,994,769 10,420,008	120,965,315		18,294	270,946	92,942	488,839	460,319	19,590	562,506	273,266	450,000	62,500	14,459	181,084	351,576	9,149	47,455	138,397	1,028,784	15,100	895,320	328,282	5,708,808
REVENUES	Tax Collector State & Federal Grants Other Revenues	Total Revenues & Taxes	EXPENDITURES	Legislative	Executive	Finance	Fiscal Services	Assessor	Board of Tax Review	Tax Collector	Town Clerk	Legal Services	Labor Relations	Probate Court	Elections	Planning & Zoning	Zoning Board of Appeals	Economic Development	Inland Wetlands & Natural Resources	Municipal Government Buildings	Cable T.V.	Information Technology	Human Resources	Sub - Total General Government
DEPT#	3010 3020 3030			4101	4102	4103	4104	4105	4106	4107	4108	4109	4110	4111	4112	4113	4114	4115	4116	4117	4118	4119	4120	

TOWN OF BRANFORD 2022 - 2023 Budget Summary

PERCENT	-0.5% 0.0% 17.2% 2.1% 9.5% 8.2%	6.1% -7.0% 0.8% 1.3%	8.2% 1.2% 6.1% 6.1%	0.9% 0.0% 0.2% 0.2% 0.2%	3.3% 2.2% 3.1%
Difference Requested vs RTM Amended	(37,636) 0 4,400 144,037 18,961 15,701	151,969 (44,869) 27,927 5,810 140,837	87,724 5,411 20,612 113,747	11,241 0 126 78 19 11,464	52,781 5,650 58,431
Requested Budget 2022 - 2023	7,154,249 525,000 30,000 7,040,778 218,601 207,785 15,176,413	2,657,325 600,000 3,593,710 465,339 7,316,374	1,155,938 451,843 360,473 1,968,254	1,246,360 26,800 20,442 35,297 11,712 1,340,611	1,650,816 262,891 1,913,707
RTM Amended 2021 - 2022	7,191,885 525,000 25,600 6,896,741 199,640 192,084 15,030,950	2,505,356 644,869 3,565,783 459,529 7,175,537	1,068,214 446,432 339,861 1,854,507	1,235,119 26,800 20,316 35,219 11,693	1,598,035 257,241 1,855,276
EXPENDITURES	Police Service Police Service - Special Detail Department of Emergency Management Fire Protection Building Inspection & Enforcement Other Protection - Animal Control Sub - Total Public Safety	Public Works Water Pollution Control Solid Waste Management & Recycling Engineering Sub - Total Public Works	Human Services Commission for Elderly East Shore Health Sub - Total Public Health / Welfare	Recreation Department Parks and Open Space Docks & Recreational Facilities Public Celebration Conservation Commission Sub - Total Recreation	Blackstone Library Willoughby Wallace Library Sub - Total Libraries
DEPT#	4201 4202 4203 4204 4205 4206	4301 4303 4304 4305	4401 4402 4404	4501 4505 4507 4508 4510	4601

TOWN OF BRANFORD 2022 - 2023 Budget Summary

PERCENT	3.9%	2.4%	12.4%	7.4%	47.3%	-19.7%	%0°0	1.4%	5.3%	86.1%	2.0%		4.5%	98.1%
Difference Requested vs RTM Amended	270,000 (515,443)	1,437,100	276,436 794,670	1,114,062	338,932	(40,000) 2.381.275	o i i i	2,000	5,000	2,348,275	6,059,012		2,180,148	2,383,275
Requested Budget 2022 - 2023	7,210,000 2,138,436 9,348,436	61,342,641	6,606,765 7,207,860	16,181,483	1,055,824	163,000 4.670.632	0	142,000	100,000	5,075,632	127,024,327		50,201,794	4,812,632
RTM Amended 2021 - 2022	6,940,000 2,653,879 9,593,879	59,905,541	6,330,329 6,413,190	15,067,421	716,892	203,000	0	140,000	95,000	2,727,357	120,965,315		48,021,646	2,429,357
EXPENDITURES	Debt - Principal Debt - Interest Sub - Total Debt Service	Board of Education	Pensions & Contributions Employee Group Insurance Municipal Insurance	Sub - Total Pension & Insurance	Contingency	Capital Project Funds - BOE Capital Project Funds - Town	Trans Out - FEMA Fund	Lease Fund Town	Lease Fund BOE	Sub - Fotal Capital	Total Expenditures	Composition of Expenditures	Municipal Operating Expenditures	Town Capital & Lease Expenditures
DEPT#	4701 4702	4800	4901 4902 4903		4904	5000								

Total Expenditures	120,965,315	127,024,327	6.059.012	2.0%
Composition of Expenditures				
Municipal Operating Expenditures	48,021,646	50,201,794	2,180,148	4.5%
Town Capital & Lease Expenditures	2,429,357	4,812,632	2,383,275	98.1%
Total Town Expenditures	50,451,003	55,014,426	4,563,423	%0.6
Board of Education Expenditures	59,905,541	61,342,641	1,437,100	2.4%
BOE Capital & Lease Expenditures	298,000	263,000	(35,000)	-11.7%
Total BOE Expenditures	60,203,541	61,605,641	1,402,100	2.3%
Contingency	716,892	1,055,824	338,932	47.3%
Debt Service Expenditures	9,593,879	9,348,436	(245,443)	-2.6%
Total	120.965.315	127 024 327	6.059.042	700 2

Handout re Group Insurance

BOARD OF SELECTMEN

BRANFORD, CONNECTICUT

JAMES B. COSGROVE First Selectman

RAYMOND E. DUNBAR, JR. ANGELA M. HIGGINS



1019 MAIN STREET POST OFFICE BOX 150 BRANFORD, CT 06405 (203) 488-8394 FAX: 481-5561 www.branford-ct.gov

Date:

February 22, 2021

To:

Hamlet Hernandez, Superintendent of Schools

From:

James B. Cosgrove. First Selectman

James P. Finch, Director of Finance

Re:

Medical Insurance

As you are aware each year we meet with our medical benefits/broker consultant to assist us in medical trend analysis, analyzing current and future claims, budget development and to discuss the marketing of the stop loss coverage. Last year we implemented a process for having the Board and Town rated together for budget development. In short, being rated together reduces claims volatility through the creation of a larger pool of employees (smoothing). This approach also allows the Board of Finance to give consideration to the use of fund balance when determining the level of claims (Town and BOE) to be funded through the tax levy.

We believe that we should continue this process and acknowledge that this action will once again require the BOE to amend their budget prior to March 1. Therefore we are requesting the BOE to increase their budget request by \$700,956 which is similar to last year's revision.

Additionally we are aware that the Board of Finance must consider this change when determining your budget requirements for next fiscal year so as to not adversely impact your programs and initiatives.

Cc Bo

Board of Education
Board of Finance
RTM
Don Neel Chief Operating Officer



	Collaboration Model
	Concept
Covered Lives	
Town	211
Board	379
	590
Town and Board	15,779,230
Adjustments	
Insured Medicare	199,725
Acillary Lines BOE	92,595
Acillary Lines Town	36,323
Health Savings Town	240,000
Health Savings Board	600,000
_	1,168,643
Revised Base	44.640.507
WEALPER Daze	14,610,587
Per contract	24,764
Town Claims & Fees	5,225,142
Acillary Lines Town	36,323
Plan F	199,725
Health Savings	240,000
	5,701,190
Board Claims & Fees	9,385,445
Acillary Lines Board	92,595
Health Savings	600,000
	10,078,040
Total	15,779,230
Revised	10,078,040
Original BOE	9,377,084
Increase	700,956
Revised	E 704 400
Original Town	5,701,190
Decrease	6,402,146 (700,956)
	(700,936)
Test	
Adjusted	15,779,230
Lockton Estimate	15,779,230

HAMLET M. HERNANDEZ Superintendent of Schools

RACHEL M. SEXTON
Assistant Superintendent of Schools

DONALD A. NEEL. Chief Operating Officer



BRANFORD PUBLIC SCHOOLS

1111 Main Street, Branford, CT 06405-3717 203.488.7276 • Fax 203. 315.3505 www.branfordschools.org

March 1, 2021

Dear Members of the Board of Finance:

Similar to years past, the BOE and the administration work closely to craft a fiscally responsible budget. This year's budget theme is: <u>Adaptability</u>. This concept was employed during the Superintendent/BOE budget development process. The Team's analysis of the current and future impacts caused by the pandemic to programs, professional learning, operations, and student outcomes guided the setting of budget priorities. This deliberate process resulted in the BOE adopting a 1.29% budget increase for the FY22 budget on February 24, 2021. As part of BOE/Town collaboration to proportionally share in the cost of medical self-insurance, the BOE amended its budget (enclosed). This action, increased the BOE FY22 budget to 2.48% over the current year operating budget. Major components to the FY22 budget are:

- 1.) On February 24, 2021 the BOE amended the FY 22 budget to reflect a \$700,956 dollar increase for medical self-insurance, representing a 1.19% increase above the BOE original approved FY22 budget.
- 2.) The District high needs population as defined by the State Department of Education is above 44%.
- 3.) The Board's budget funds known student needs resulting from the pandemic.
- 4.) The Board's budget meets all contractual obligations, transportation, food service, tuitions, etc.
- 5.) Funds the elementary science program.

This year's budget fulfills the Board/Superintendent/Communities priorities while being responsive to the Town's adoption of a different methodology to fund medical self-insurance at 100% of anticipated claims. Collectively these represent the adaptability of this year's budget.

In summary, the Board's FY21 Operating Budget request is for \$60,287,964. This figure represents a 2.48% increase or \$1,459,002 over the current year appropriation. The Board's FY22 Capital Budget request is for \$692,000, with \$323,000 from the general fund, and a \$369,000 lease payment.

As always, we look forward to discussing our FY22 request with you.

Hamlet M. Hernandez

Superintendent of Schools

cc: First Selectman James B. Cosgrove BOE Chair, John Prins Board of Education Members RTM Moderator, Dennis Flanigan RTM Majority Leader, Ray Ingraham John Prins

John Prins

Board of Education Chair

RTM Minority Leader, Tom Brockett RTM Education Committee Chair, Ed Prete BPS Chief Operating Officer, Donald A. Neel Town of Branford Finance Director, James Finch Town Clerk, Lisa Arpin



BRANFORD BOARD OF EDUCATION 2021-22 Budget Request Benefits Detail

Line Item	20-21 Budget	21-22 Budget	<u>Change</u>	
Rx	3,230,418	3,345,372	114,954	3.6%
Life and Disability	95,016	93,600	(1,416)	-1.5%
Social Security	986,689	967,504	(19,185)	-1.9%
Retirement	200,000	200,000		0.0%
Municipal Employees' Retirement System (CMERS)	1,139,061	1,161,514	22,453	2.0%
Other Post-Employment Benefits (OPEB)	193,000	193,000	*	0.0%
Unemployment	70,000	70,000	•	0.0%
Health Insurance	3,522,901	3,402,554	(120,347)	-3.4%
Town Employee Health Insurance	656,108	700,956	44,848	6.8%
Dental Insurance	344,107	309,465	(34,642)	-10.1%
Other Benefits	108,303	117,728	9,425	8.7%
Total	\$10,545,603	\$ 10,561,693 <	16,090	0.2%

The Town of Branford and Branford Board of Education collaborate in a self-insurance program for medical (prescriptions and health) and dental benefits. The 21-22 budget is based on 100% of projected claims (97% in 20-21). An absorbtion of \$701 thousand to the BOE budget has been included in to smooth the Selectman's budget and allow budgeting for less than 100% of projected claims.

Only eligible, non-certified employees participate in the Connecticut Municipal Employees' Retirement System (CMERS). Funding is shared between the employee and the Board of Education.

Other Post Employment Benefit (OPEB) costs are paid into the Town's Trust. The amount paid into the fund for FY 2021 and FY 2022 fulfills the annual required contribution (ARC) and reduces the BOE's liability.

<u>Adjustments</u>	
Original Claims	14,610,587
% of Claims (1) Est 97% Final TBD	97.00%
Savings	438,318
Revised	14,172,269
Per capita	743
Board	281,563
Town	156,754
Test	438,318

TOWN OF BRANFORD Board of Finance Budget Adjustments 2021/2022 Budget

			See CIP Plan F	Capital Projects		4800 Board of Education	Education		4902 Employee Group Ins.	Pensions, Contributions, Insurance, Contingency		4120 Human Resources	4119 Information Technology	4118 Branford Cable Television	General Government	101 General Fund	<u>Department</u>
			Page 59			Page 54			Page 56	nsurance		Page 29	Page 28	Page 27			
		599110	599116						528100	, Conting		XXXXXX	555300 579150	588700			Object #
Total Expenditure Changes	Subtotal Capital	Transfer Out Town Projects	Transfer Out BOE Projects		Subtotal Education	Board of Ed Operating Expenditures		Subtotal Pensions Ins. Etc.	Health Insurance Premiums	ency	Subtotal General Government	Wellness Program	Communications Technology Acquisitions	Donation Expense			Description
	4,686,593	2,232,657	263,000			60,287,694			5,701,190			8,000	152,820 73,904	6,000			Proposed
(779,453)	(281,300)	(161,300)	(120,000)		(282,153)	(282,153)		(156,000)	(156,000)		(60,000)	(8,000)	(30,000) (24,000)	2,000			Change
		2,071,357	143,000			60,005,541			5,545,190			0	122,820 49,904	8,000			Revised
		See Capital Plan detail	See Capital Plan detail			97% of Claims			97% of Claims			Fund from Self Insurance Fund	Fund CY - closeout/contingency Fund CY - closeout/contingency	Intention was \$8,000 donation			Explanation of Change

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BRANFORD BOARD OF EDUCATION 2021-22-Budget Request> ジョータ 3 Benefits Detail

Line Item	21-22 Budget	22-23 Budget	<u>Chanc</u>	<u>1e</u>
Town Employee Health Insurance	700,956		(700,956)	-100.0%
Rx	3,345,372	3,908,671	563,299	16.8%
Life and Disability	93,600	94,800	1,200	1.3%
Social Security	967,504	1,021,008	53,504	5.5%
Retirement	200,000	314,818	114,818	57.4%
Municipal Employees' Retirement System (CMERS)	1,161,514	1,400,390	238,876	20.6%
Other Post-Employment Benefits (OPEB)	193,000	193,000	_	0.0%
Unemployment	70,000	42,000	(28,000)	-40.0%
Health Insurance	3,120,131	4,316,662	1,196,531	38.3%
Dental Insurance	309,465	289,389	(20,076)	-6.5%
Other Benefits	117,728	122,512	4,784	4.1%
Total &	\$ 10,279,270	\$ 11,703,250	1,423,980	13.9%

* Includes 418,583

The Town of Branford and Branford Board of Education collaborate in a self-insurance program for medical (prescriptions and health) and dental benefits. The 22-23 budget is based on 100% of projected claims.

Only eligible, non-certified employees participate in the Connecticut Municipal Employees' Retirement System (CMERS). Funding is shared between the employee and the Board of Education. The employer contribution rate for 22-23 is 13.7% higher.

Other Post Employment Benefit (OPEB) costs are paid into the Town's Trust. The amount paid into the fund for FY 2022 and FY 2023 fulfills the annual required contribution (ARC) and reduces the BOE's liability.



BOE Benefit Budget	Requested 20-21	Final 20-22	
Line Item			
RX	3,345,372	3,345,372	
Life and Disability	93,600	93,600	
Health Insurance	3,402,554	3,120,131	
Town Employee Insurance	700,956	700,956	
Dental	309,465	309,465	
Other	117,728	117,728	
	7,969,675	7,687,252	
Social Security	067.504	057.504	
Retirement	967,504	967,504	
CMERS	200,000	200,000	
OPEB	1,161,514	1,161,514	
Unemployment	193,000 70,000	193,000	
onempleyment.	2,592,018	70,000 2,592,018	
Total	10,561,693	10,279,270	
Change		(282,423)	
Result remained in BOE Budget for Blending This amount moved to the Town base in FY 2023		418,533	

Town Health Benefits Budget	Requested 22-23
Line Item Health Insurance Premiums	5,545,190
	5,545,190
Add Back	418,533
Revised Base	5,963,723
Request	6,881,387
Increase	917,664
Percentage	15%

