

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.
ROBERT IMPERATO
CHARLES F. SHELTON, JR.
JEFFREY E. VAILETTE



EX-OFFICIO
JAMES COSGROVE, First Selectman

CLERK
LISA E. ARPIN, Town Clerk

SPECIAL MEETING MINUTES MONDAY, MARCH 30, 2020

2020 JUN -5 A 7:12
TOWN CLERK'S OFFICE
BRANFORD, CONNECTICUT

RECEIVED

Chairman Joseph Mooney called the meeting to order at 7:00 p.m. at Branford Fire Headquarters, 45 North Main Street. The full board was present—Harry DiAdamo (by telephone on speakerphone & microphone), Victor Cassella, Robert Imperato, Joseph Mooney, Charles Shelton, Jr., and Jeffrey Vailette. Also present were James Cosgrove, First Selectman; James Finch, Finance Director; Kathryn LaBanca, Assistant Finance Director; Lisa Arpin, Town Clerk. Given the COVID-19 health crisis precautions, the meeting was available for remote public viewing via BCTV (Comcast Channel 20) and Facebook “live.”

1. The Board reviewed a request from the Board of Police Commissioners for the following budget transfer, and by motion from Mr. Cassella, seconded by Mr. Imperato was approved unanimously.

From:	10142010-517000	Regular Salaries	(\$15,905)
To:	10142010-579300	Furniture	15,905

RESOLVED: The Board of Finance recommends to the RTM the transfer of \$15,905, as requested by the Board of Police Commissioners.

2. The Board reviewed a request from the Board of Recreation for the following budget transfer, and by motion from Mr. Imperato, seconded by Mr. Shelton was approved unanimously.

From:	10145010-544100	Utilities-Water, Gas, Electric	(\$6,000)
To:	10145010-544300	Purchase Services – R & M	6,000

RESOLVED: The Board of Finance recommends to the RTM the transfer of \$6,000 as requested by the Board of Recreation.

Before proceeding with agenda items 3 through 8, Chairman Mooney gave an introduction on their relation to the FY21 budget requests by use of fund balance, strategic use of debt, repurposing of existing balances and miscellaneous transfers, having a positive impact on both the current and next fiscal year.

Chairman Mooney noted the full bond resolutions for agenda items 3, 4, 5, and 6 were previously distributed to Board members with the agenda (and prior to the meeting, were/are available on the Town's website with the posting of the meeting agenda.) Chairman Mooney asked if there is a motion to waive the reading of the four entitled resolutions, incorporating their full text into the minutes of this meeting. The motion to waive the reading of the full resolutions for items 3, 4, 5, and 6 was made by Mr. Cassella, seconded by Mr. Valette and was unanimous and the motion carried.

3. The chairman introduced and read the following proposed resolution:

"RESOLUTION APPROPRIATING \$500,000 FOR TOWN WIDE DRAINAGE IMPROVEMENTS (2020) AND AUTHORIZING THE ISSUE OF \$500,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE"

and to recommend the resolution for adoption by the Representative Town Meeting.

After a presentations by Finance Director Finch and First Selectman Jamie Cosgrove and review of the Town Engineer's supporting correspondence, Mr. Valette moved the said resolution, a copy of which is attached hereto, be adopted as introduced, and the motion was seconded by Mr. Imperato. The motion carried, and the resolution was adopted unanimously.

4. Chairman Mooney introduced and read the following proposed resolution:

"RESOLUTION APPROPRIATING \$350,000 FOR STONY CREEK WHARF RECONSTRUCTION (2020) AND AUTHORIZING THE ISSUE OF \$350,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE"

and to recommend the resolution for adoption by the Representative Town Meeting.

The Board heard comments from Jamie Cosgrove supporting the wharf project. Mr. Cassella moved the said resolution, a copy of which is attached hereto, to be adopted as introduced, and the motion was seconded by Mr. Valette. The motion carried and the resolution was adopted unanimously.

5. Chairman Mooney introduced and read the following resolution:

“RESOLUTION AMENDING A RESOLUTION APPROPRIATING \$5,245,000 FOR THE BLACKSTONE MEMORIAL LIBRARY RENOVATION (2018) AND AUTHORIZING THE ISSUE OF \$5,245,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE”

(The purpose of the amendment is to increase the appropriation and bond authorization from \$5,245,000 to \$5,745,000, and ratify, confirm and adopt all prior authorizations and resolutions in connection therewith).

and to recommend the resolution for adoption by the Representative Town Meeting.

Jim Finch explained the appropriation is in conjunction with the Blackstone Library’s presentation to the Board in January 2020. First Selectman Cosgrove gave a review of the scope of the Blackstone roof rebuild project, followed by Q & A. Mr. Valette moved the said resolution, a copy of which is attached hereto, to be adopted as introduced, and the motion was seconded by Mr. Cassella. The motion carried and the resolution was adopted unanimously.

6. Chairman Mooney introduced and read the following proposed resolution:

“RESOLUTION AMENDING A RESOLUTION APPROPRIATING \$6,000,000 FOR THE TOWN OF BRANFORD TOWN-WIDE ENERGY CONSERVATION AND MODERNIZATION PROGRAM AND AUTHORIZING THE ISSUE OF \$6,000,000 BOND, LEASE OR OTHER FINANCING OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE”

(The purpose of the amendment is to increase the appropriation and bond authorization from \$6,000,000 to \$6,200,000, and ratify, confirm and adopt all prior authorizations and resolutions in connection therewith).

and to recommend the resolution for adoption by the Representative Town Meeting.

Jim Finch, Finance Director gave a review of the revenues on the energy conservation project and referred to his memo of March 26th (attached and previously distributed to the Board) outlining the multiple “moving parts” of this transaction.

Item #6 continued

Mr. Cassella moved the said resolution, a copy of which is attached hereto, to be adopted as introduced, and the motion was seconded by Mr. Valette. The motion carried and the resolution was adopted unanimously.

7. Chairman Mooney read the request from the Finance Director: To consider, and if appropriate, approve the following budget transfer and resolution, and by motion from Mr. Imperato, seconded by Mr. Cassella was approved unanimously.

General Fund

From:	10190000-480296	Fund Balance	(\$79,607)
To:	10150000-599121 (New Account)	Transfer Out Municipal Facilities Fund	79,607

Municipal Facilities Fund

From:	72090000-480296-18503	Transfer In	(\$79,607)
To:	72041020-579400-18503 (New Account)	Energy Performance Contracts	79,607

Chairman Mooney read the following resolution which was voted on separate from the above transfer. By motion from Mr. Cassella, seconded by Mr. Imperato the resolution was approved unanimously.

RESOLVED: That the Board of Finance recommends to the RTM a transfer out of \$79,607 to the Municipal Facilities Fund to fund turf field lighting projects through the energy conservation project. This transfer out will be funded from undesignated fund balance and increase the Fiscal year 2020 General Fund budget from \$115,519,387 to \$115,598,994.

8. Chairman Mooney prefaced the miscellaneous transfers in item 8 by referencing Mr. Finch's memo of March 30th (attached) identifying current account balances which can be reprogrammed and used to address ongoing capital needs, funding from fund balance and contingency to reduce the FY 2021 tax requirements. The Chairman then read the request and Mr. Finch gave an extensive explanation of each item with Q&A from the Board.

To consider and if appropriate, approve various transfers and resolutions from the Finance Director:

Transfers from Fund Balance

From:	101-90000-480296	Fund Balance	(\$309,950)
To:	101-50000-599110	Transfer Out Capital Fund (Supply Pond Dam)	20,000
		Transfer Out Capital Fund (Parker Park)	95,000
		Transfer Out Capital Fund (Pisgah Brook)	39,950
	101-41190-544300	Purchased Services (I.T.)	38,394
	101-41190-579150	Technology Acquisitions	47,653
	101-41190-579200	Software	68,953
		Total	\$309,950

By motion from Mr. Imperato, seconded by Mr. Cassella, the transfer was approved unanimously. The following resolution was then read by Chairman Mooney:

RESOLVED: That the Board of Finance recommends to the RTM an appropriation from undesignated fund balance of \$309,950 to fund various capital items and technology needs. This appropriation increases the Fiscal year 2020 General Fund budget from \$115,598,894 to \$115,908,844. By motion from Mr. Cassella, seconded by Mr. Valette, the resolution was approved unanimously.

General Fund Contingency Transfer

From:	101-49040-588802	Contingency	\$50,000
To:	101-50000-599110	Transfer Out Capital Fund (Resource Inventory)	10,000
		Transfer Out Capital Fund (Phone System)	40,000
		Total	\$50,000

The Finance Director noted the contingency balance after this \$50,000 item would be \$768,969. By motion from Mr. Valette, seconded by Mr. Imperato, the transfer was approved unanimously.

RESOLVED: That the Board of Finance recommends to the RTM an appropriation from contingency in the amount of \$50,000 to Transfer Out Capital Funds as noted above.

Stony Creek Dock**Fund 720**

From:	720441020-579500-17322	Restroom Trailer	(\$22,079)
To:	New Project	Stony Creek Dock	22,079

By motion from Mr. Imperato, seconded by Mr. Cassella, the transfer was approved unanimously.

RESOLVED: That the Board of Finance recommends to the RTM the transfer of \$22,079 to the new Stony Creek Dock project.

Medical Self Insurance Fund to Reduce OPEB Liability

From:		Medical Self Insurance Fund	(\$6,771,421)
To:		OPEB Trust Fund	6,771,421

Mr. Finch indicated approval of this transfer would leave an approximate balance of \$5,679,482 in the medical Self Insurance Fund at the end of Fiscal 2021, and increase the OPEB Trust Fund by \$6,771,421 to bring the balance close to \$30,000,000. Mr. Cassella made the motion to approve the transfer, seconded by Mr. Valette; the transfer was approved unanimously.

RESOLVED: That the Board of Finance recommends to the RTM the transfer of \$6,771,421 from the Medical Self Insurance Fund to the OPEB Trust Fund.

Miscellaneous Clean-Up**Fund 700**

From:	70045030-579250-12322	Parker Park Mower	(\$200)
	70043050-579500-07313	DEP Long Island Study (Engineering)	(172)
	70043050-533960-08316	Tabor DPW/Design (Engineering)	(1,893)
	70042040-579410-09311	FD Exhaust (Fire)	(3,067)
	70042040-579250-13301	Generators (Fire)	(1,531)
		Total	(\$6,863)
To:	70045010-579400-20231	Field Renovation (Recreation)	\$200
	70043050-579400-17318	Supply Pond Dam Repairs (Engineering)	2,065
	70042040-579250-20308	Cardiac Monitors (Fire)	4,598
		Total	\$6,863

The Chairman read the transfer requested by the Finance Director to clean up and reprogram residual balances. Mr. Imperato made the motion to approve the transfer, seconded by Mr. Shelton. The vote was unanimous.

RESOLVED: That the Board of Finance recommends to the RTM the transfer for a total of \$6,863 to clean up miscellaneous 700 Funds.

This concludes the special meeting minutes of agenda items 1 through 8 completed at 7:38 p.m. Minutes for the 2020-2021 Budget Work Session will be submitted as a separate document.

Dated this 4th day of May, 2020



Lisa E. Arpin, CMC CCTC
Board of Finance Clerk

**BRANFORD BOARD OF POLICE COMMISSIONERS
33 LAUREL STREET
BRANFORD, CONNECTICUT 06405**

Jill Marcus (Chair)
Richard Goodwin
Anthony Lasala
Peter Hugret
John Sousoulas
Valerie Wiel-
Wilkins

James B. Cosgrove
First Selectman

Jonathan R.
Mulhern
Chief of Police

3/16/2020

Mr. Joseph Mooney
Chair, Board of Finance
Town of Branford
1019 Main St.
Branford, CT 06405

The Board of Police Commissioners respectfully requests an appearance before your board at your meeting on Monday March 23, 2020. At that meeting, we will seek your approval for the following transfer in our FY 2019 – 2020 budget totaling Sixteen Thousand One Hundred and Seventy-Six dollars (\$16,176.00).

From	Account	Description	To	Account	Description	Amount
	10142010-517000	Regular Salaries		10142010-579300	Furniture	\$15,905.00

The transfer request for funds into the Furniture account is to cover the expense of refurbished office furniture (workstations, desks, chairs) for the Records staff and all Detectives. These furniture items will replace several desks that were from the original police department building. Records desks are old and not ergonomically correct.

Respectfully Submitted,

Jill Marcus
Chair -Branford Police Commission



RECEIVED

2020 MAR 27 A 10:47

TOWN OF BRANFORD
BRANFORD, CONNECTICUT

BOARD MEMBERS

PAUL J CRISCUOLO 3-27-20
Chairman

HELEN 'BIMMIE' HERGET Joe Mooney, Chairman
Clerk Board of Finance
1019 Main Street/P.O. Box 150
Branford, CT 06405

DEBORAH CONKILN

JEANNE CROWLEY Hi Joe,

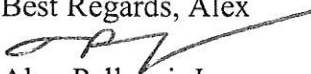
WILLIAM T. O'BRIEN

The transfer request should allow us to finish out the next few months for Purchased Services R&M. We have reflected the increase in this amount in the Fiscal 2020-2021, due to the increase of building maintenance and other miscellaneous purchased services required.

STAFF

ALEX PALLUZZI, JR.
Director

ALE B. IZZO
Assistant Director

Best Regards, Alex

Alex Palluzzi, Jr.
Director of Parks & Recreation

VICTOR AMAROTI, JR.
Program Supervisor

ANDREA STEADY APJR/apjr
Program Coordinator

MONICA SULLIVAN
MEGAN CUNNINGHAM
Administrative Assistants

MARCEL COTE
Lead Maintainer

JASON CAROLLA
ROBERT DENHARDT
COLIN TRACY
Maintainers

RESOLUTION APPROPRIATING \$500,000 FOR TOWN WIDE DRAINAGE IMPROVEMENTS (2020) AND AUTHORIZING THE ISSUE OF \$500,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 1. The sum of \$500,000 is appropriated for the planning, acquisition and construction of Town Wide Drainage Improvements (2020) including but not limited to, reconstruction of associated roadway, piping, catch basins, trench excavation, paving, reconstruction of structures or utilities encountered in such improvements and surrounding area, traffic control, equipment, testing, engineering, consultant services, administrative, advertising, printing, legal and financing costs, and for improvements and services related thereto (the "Project").

Section 2. The total estimated cost of the project is \$500,000 and is expected to be paid from the proposed bond authorization.

Section 3. To meet said appropriation, \$500,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date, or such longer period as may be allowed by law. Said bonds may be issued in one or more series as determined by the First Selectman and the Town Treasurer (the First Selectman and the Town Treasurer hereinafter the "Town Officials"), and the amount of bonds of each series to be issued shall be fixed by the Town Officials. Said bonds shall be issued in the amount necessary to provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. Capital project revenues, including bid premiums and income derived from the investment of proceeds from bonds issued pursuant to this resolution (and net investment income derived from the investment of note proceeds) are authorized to be credited by the Director of Finance to the project account and expended to pay project expenses customarily paid there from, provided that such expenditures shall be applied against the appropriation, and the bond authorization shall be reduced by the amount of capital project revenues so credited. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, or, be combined with other bonds of the Town and such combined issue shall be in the denomination per aggregate maturity of \$1,000 or a whole multiple thereof, be issued in bearer form or in fully registered form, be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be certified by a bank or trust company designated by the Town Officials, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company designated by the Town Officials and be approved as to their legality by Bond Counsel. They shall bear such rate or rates of interest as shall be determined by the Town Officials. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon and shall be paid from

property taxation to the extent not paid from other funds available for the payment thereof. The aggregate principal amount of the bonds to be issued, the annual installments of principal, redemption provisions, if any, the date, time of issue and sale and other terms, details and particulars of such bonds, shall be determined by the Town Officials, in accordance with the General Statutes of the State of Connecticut, as amended. In order to meet the capital cash flow expenditure needs of the Town, the First Selectman and Director of Finance are authorized to allocate and reallocate expenditures incurred for the Project to any bonds or notes of the Town outstanding as of the date of such allocation, and the bonds or notes to which such expenditures have been allocated shall be deemed to have been issued for such purpose, including the bonds and notes herein authorized.

Section 4. Said bonds shall be sold by the Town Officials in a competitive offering or by negotiation, in their discretion. If sold at competitive offering, the bonds shall be sold upon sealed proposals, auction, or similar competitive process at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds.

Section 5. The Town Officials are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be payable at a bank or trust company designated by the Town Officials, be approved as to their legality by Bond Counsel, and be certified by a bank or trust company designated by the Town Officials, pursuant to Section 7-373 of the General Statutes of Connecticut, as amended. They shall be issued with maturity dates which comply with the provisions of the General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon and shall be paid from property taxation to the extent not paid from other funds available for the payment thereof. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of said bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 6. Resolution of Official Intent to Reimburse Expenditures with Borrowings. The Town (the "Issuer") hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and after the date of passage of this resolution in the maximum amount and for the capital project defined in Section 1 with the proceeds of bonds, notes, or other obligations

("Bonds") authorized to be issued by the Issuer. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the project, or such later date the Regulations may authorize. The Issuer hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.

Section 7. The Town Officials are hereby authorized to exercise all powers conferred by section 3-20e of the general statutes with respect to secondary market disclosure and to provide annual information and notices of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution.

Section 8. It is hereby found and determined that it is in public interest to issue all, or a portion of, the Bonds, Notes or other obligations of the Town as qualified private activity bonds, or with interest that is includable in gross income of the holders thereof for purposes of federal income taxation. The First Selectman and the Treasurer are hereby authorized to issue and utilize without further approval any financing alternative available to municipal governments pursuant to law including but not limited to any "tax credit bonds" or "Build America Bonds" including Direct Payment and Tax Credit versions.

RESOLUTION APPROPRIATING \$350,000 FOR STONY CREEK WHARF RECONSTRUCTION (2020) AND AUTHORIZING THE ISSUE OF \$350,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 1. The sum of \$350,000 is appropriated for the planning, acquisition and construction of the reconstruction of Stony Creek Wharf, including improvements to the Stony Creek Wharf and Summerhouse, the reconstruction or replacement of structures or utilities encountered during wharf construction and surrounding area and approaches, traffic control, equipment, testing, engineering, consultant services, administrative, advertising, printing, legal and financing costs, and for improvements and services related thereto (the "Project").

Section 2. The total estimated cost of the project is \$350,000 and is expected to be paid from the proposed bond authorization.

Section 3. To meet said appropriation, \$350,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date, or such longer period as may be allowed by law. Said bonds may be issued in one or more series as determined by the First Selectman and the Town Treasurer (the First Selectman and the Town Treasurer hereinafter the "Town Officials"), and the amount of bonds of each series to be issued shall be fixed by the Town Officials. Said bonds shall be issued in the amount necessary to provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. Capital project revenues, including bid premiums and income derived from the investment of proceeds from bonds issued pursuant to this resolution (and net investment income derived from the investment of note proceeds) are authorized to be credited by the Director of Finance to the project account and expended to pay project expenses customarily paid there from, provided that such expenditures shall be applied against the appropriation, and the bond authorization shall be reduced by the amount of capital project revenues so credited. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, or, be combined with other bonds of the Town and such combined issue shall be in the denomination per aggregate maturity of \$1,000 or a whole multiple thereof, be issued in bearer form or in fully registered form, be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be certified by a bank or trust company designated by the Town Officials, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company designated by the Town Officials and be approved as to their legality by Bond Counsel. They shall bear such rate or rates of interest as shall be determined by the Town Officials. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon and shall be paid from property taxation to the extent not paid from other funds available for the payment thereof. The

aggregate principal amount of the bonds to be issued, the annual installments of principal, redemption provisions, if any, the date, time of issue and sale and other terms, details and particulars of such bonds, shall be determined by the Town Officials, in accordance with the General Statutes of the State of Connecticut, as amended. In order to meet the capital cash flow expenditure needs of the Town, the First Selectman and Director of Finance are authorized to allocate and reallocate expenditures incurred for the Project to any bonds or notes of the Town outstanding as of the date of such allocation, and the bonds or notes to which such expenditures have been allocated shall be deemed to have been issued for such purpose, including the bonds and notes herein authorized.

Section 4. Said bonds shall be sold by the Town Officials in a competitive offering or by negotiation, in their discretion. If sold at competitive offering, the bonds shall be sold upon sealed proposals, auction, or similar competitive process at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds.

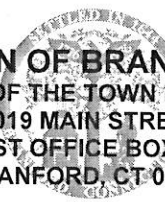
Section 5. The Town Officials are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be payable at a bank or trust company designated by the Town Officials, be approved as to their legality by Bond Counsel, and be certified by a bank or trust company designated by the Town Officials, pursuant to Section 7-373 of the General Statutes of Connecticut, as amended. They shall be issued with maturity dates which comply with the provisions of the General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon and shall be paid from property taxation to the extent not paid from other funds available for the payment thereof. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of said bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 6. Resolution of Official Intent to Reimburse Expenditures with Borrowings. The Town (the "Issuer") hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and after the date of passage of this resolution in the maximum amount and for the capital project defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Bonds") authorized to be issued by the Issuer. The Bonds shall be issued to reimburse such

expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the project, or such later date the Regulations may authorize. The Issuer hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.

Section 7. The Town Officials are hereby authorized to exercise all powers conferred by section 3-20e of the general statutes with respect to secondary market disclosure and to provide annual information and notices of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution.

Section 8. It is hereby found and determined that it is in public interest to issue all, or a portion of, the Bonds, Notes or other obligations of the Town as qualified private activity bonds, or with interest that is includable in gross income of the holders thereof for purposes of federal income taxation. The First Selectman and the Treasurer are hereby authorized to issue and utilize without further approval any financing alternative available to municipal governments pursuant to law including but not limited to any "tax credit bonds" or "Build America Bonds" including Direct Payment and Tax Credit versions.



TOWN OF BRANFORD
OFFICE OF THE TOWN ENGINEER
1019 MAIN STREET
POST OFFICE BOX 150
BRANFORD, CT 06405

RECEIVED

2020 MAR 27 P 3:58

TOWN ENGINEER
BRANFORD, CT 06405

Tel: 203-315-0606

Fax: 203-315-2188

JOHN M. HOFFERLE, PE, CFM
TOWN ENGINEER

March 27th, 2020

Re: Drainage and Stony Creek Wharf Bond Authorization

I'm writing in support of Finance Director Jim Finch's request for bond authorizations for the Stony Creek Wharf Reconstruction and Town Wide Drainage Infrastructure Improvement capital requests. Capital funding for these projects has been included in the Engineering Department's FY21 budget request.

The Stony Creek Wharf is located at the floating Town docks at the end of Indian Point Road. The concrete wharf and ramp sections of the wharf have deteriorated due to age and undermining and are in need of replacement. Due to the complexity of the structure, a structural engineer will be retained to design the new wharf. Also included in this project is the replacement of deteriorated bearing piles for the 'Summer House', a historical gazebo-type structure appurtenant to the wharf. Photos of both the wharf and Summer House are attached. Initial estimates for these improvements are \$340,000.

There are a number of capital drainage projects required throughout town. The Engineering Department staff and Public Works Department have proved a great asset in responding to and identifying needed drainage improvements. While Public Works has corrected many of these issues in-house, and will continue to do so when able, there remains a list of capital drainage projects that are currently unfunded. Attached is documentation for these projects, which include:

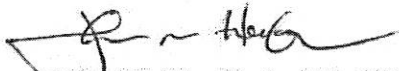
- Weir Street – runoff currently flows down the street to a set of catch basins in the cul-de-sac of Weir Street, which are conveyed through a piping system that dead ends below grade in the rear yard of 28 Weir Street. During moderate rainfalls, the storm sewer system will quickly fill, causing runoff to flow down the resident's driveway and flooding their rear yard and septic field. Per the resident, this has been a long-standing issue. The estimate for engineering and construction is approximately \$40,000.
- Thimble Island Underpass – the underpass under the Amtrak railroad floods when heavy rain and high tides coincide. The existing storm sewer conveys drainage from the low point of Thimble Island Road out to the marsh. The existing pipe is corrugated metal which has deteriorated through contact with salt water and requires replacement. Replacement drainage pipe will utilize proper materials (ie plastic).

As part of this project we are proposing a water detection warning system to notify drivers of water over the road. The system uses a level sensor to activate flashing beacons, and will be programmed to notify the Police, Fire, and Public Works Departments of water over the road. The system can also be programmed to dial residents of Stony Creek to notify them of the conditions. The estimate for engineering and construction is approximately \$80,000.

- Blackstone Avenue – drainage from the watershed flows down the Town’s portion of Blackstone Avenue to a low spot on the privately owned section of Blackstone Avenue. During heavy rainfall, the lower areas are inundated with runoff, ponding at the driveway to 1 Blackstone Avenue. While attempts to correct this issue have been made in the past, flooding has continued. There is currently no storm sewer system in the vicinity of Blackstone Avenue, requiring a major project to install storm sewer from this area to the system on Club Parkway. The estimate for engineering and construction is approximately \$170,000.

The three projects listed above were brought to my attention in 2019, and we anticipate additional stormwater projects will be required. The Engineering and Public Works Departments are recognizing there are many areas of town with deteriorated or inadequate storm sewer infrastructure. It is for this reason I have requested \$500,000 in capital in order to proactively fund capital projects as they present themselves. Our departments are hoping to address these issues as they are realized and are requesting the funding resources to do so.

Thank you, be well,



John M. Hoeffler, PE, CFM
Town Engineer

RECEIVED

MAR 20 REC'D

BRANFORD TOWN CLERK

RESOLUTION AMENDING A RESOLUTION APPROPRIATING \$5,245,000 FOR THE BLACKSTONE MEMORIAL LIBRARY RENOVATION (2018) AND AUTHORIZING THE ISSUE OF \$5,245,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 1. The Resolution adopted January 10, 2018, entitled "RESOLUTION APPROPRIATING \$5,245,000 FOR THE BLACKSTONE MEMORIAL LIBRARY RENOVATION (2018) AND AUTHORIZING THE ISSUE OF \$5,245,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE", which is hereby ratified, confirmed and adopted, is amended by increasing the appropriation and bond authorization by \$500,000 to a total of \$5,745,000 as follows:

Section 2. The title of the Resolution is amended to read as follows:

RESOLUTION APPROPRIATING \$5,745,000 FOR THE BLACKSTONE MEMORIAL LIBRARY RENOVATION (2018) AND AUTHORIZING THE ISSUE OF \$5,745,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 3. Section 2 of the Resolution is amended by substituting the following:

The total estimated cost of the project is \$5,745,000 and is expected to be paid from an estimated \$1,000,000 State grant, \$800,000 to be raised for the project pursuant to a capital campaign of the Library's Board of Trustees, and the balance from the bonds authorized herein.

Section 4. The first sentence of section 3 of the Resolution is amended to read as follows:

"To meet said appropriation, \$5,745,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date."

Section 5. The Resolution is further amended by substituting the amount of \$5,745,000 for \$5,245,000, wherever it appears in the Resolution.

RESOLUTION AMENDING A RESOLUTION APPROPRIATING \$6,000,000 FOR THE TOWN OF BRANFORD TOWN-WIDE ENERGY CONSERVATION AND MODERNIZATION PROGRAM AND AUTHORIZING THE ISSUE OF \$6,000,000 BOND, LEASE OR OTHER FINANCING OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 1. The Resolution adopted July 12, 2017, entitled "RESOLUTION APPROPRIATING \$6,000,000 FOR THE TOWN OF BRANFORD TOWN-WIDE ENERGY CONSERVATION AND MODERNIZATION PROGRAM AND AUTHORIZING THE ISSUE OF \$6,000,000 BOND, LEASE OR OTHER FINANCING OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE", which is hereby ratified, confirmed and adopted, is amended by increasing the appropriation and bond authorization by \$200,000 to a total of \$6,200,000 as follows:

Section 2. The title of the Resolution is amended to read as follows:

RESOLUTION APPROPRIATING \$6,200,000 FOR THE TOWN OF BRANFORD TOWN-WIDE ENERGY CONSERVATION AND MODERNIZATION PROGRAM AND AUTHORIZING THE ISSUE OF \$6,200,000 BOND, LEASE OR OTHER FINANCING OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 3. Section 2 of the Resolution is amended by substituting the following:

The total estimated cost of the project is \$6,200,000 and is expected to be paid from an estimated \$5,530,000 bonds or loans, \$590,000 State grant, and the balance from other Town funds.

Section 4. The first sentence of section 3 of the Resolution is amended to read as follows:

"To meet said appropriation, \$6,200,000 bonds, lease, bank loan or other form of debt (the "obligations") of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date."

Section 5. The Resolution is further amended by substituting the amount of \$6,200,000 for \$6,000,000, wherever it appears in the Resolution.

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT

1019 MAIN STREET
POST OFFICE BOX 150



RECEIVED

2020 MAR 27 P 4: 16

OFFICE OF THE
TREASURER
BRANFORD, CONNECTICUT

(203) 315-0663
Fax: (203) 315-3736
www.branford-ct.gov

Date: March 26, 2020
To: Joseph Mooney
Chairman, Board of Finance
From: James P. Finch
Finance Director
Re: Amendments to the Authorization and Appropriation for Energy Conservation

I attach for your review and consideration resolutions which will enable the Board to fund two projects identified in the requested budget without additional tax requirements.

Background:

A few years ago the Town of Branford hired an engineering firm to identify energy conservation measures and equipment upgrades. In addition, the firm worked with the Town to solicit competitive bids from Energy Services Companies (ESCO). The Town selected Honeywell to implement the energy conservation measures. The project is complete with the exception of the measurement and verification efforts. The project was largely successful and the revenues exceeded estimates. (See attached)

Recommendation:

The requested 20-21 budget includes two items large items that have an energy saving component as they involve replacing and or installing LED lights. Specifically, these projects are lighting at Branford High School (\$200,000) and Veteran's Park (\$75,000). My thought is to increase the appropriation by an additional \$200,000 and add \$79,607 from the general fund balance to fund these projects without additional borrowing.

Required Action:

Approve the attached resolution increasing the appropriation to \$6.2 million.

Approve the following resolutions and transfer to increase the current year budget

General Fund

<u>From</u>		
10190000-480296	Fund Balance	79,607
<u>To:</u>		
10150000-599121	Transfer Out Municipal Facilities Fund	79,607

Municipal Facilities Fund

<u>From</u>		
72090000-480296-18503	Transfer In	79,607
<u>To:</u>		
72041020-579400-18503	Energy Performance Contracts	79,607

Resolved: That the Board of Finance recommends to the RTM a transfer out of \$79,607 to the Municipal Facilities Fund to fund turf field lighting projects through the energy conservation project. This transfer out will be funded from undesignated fund balance and increase the Fiscal year 2020 General Fund budget from \$115,519,387 to \$115,598,994.

Cc J. Cosgrove
H. Hernandez
A. Palluzzi
L. Arpin

Project 18503 Energy Conservation 6,000,000

Current Revenues and Expenditures

Revenues

Bonds	5,030,000
Utility Loan	500,000
Grants	590,393
<hr/> Total	<hr/> 6,120,393

Obligations

Expenditures	5,822,805
Encumbrances	9,505
Future Measurement Verification	50,000
<hr/> Total	<hr/> 5,882,310

Anticipated Surplus 238,083

Increase Project for Related Capital Items

Replace Lights Turf Field - BOE	200,000
Vets Park LED	75,000
Contingency	42,690
<hr/> Total	<hr/> 317,690

Actions and Budget Changes

Revenues

Bonds	5,030,000
Utility Loan	500,000
Grants	590,393
<hr/> Total	<hr/> 6,120,393

Obligations

Expenditures	5,822,805
Encumbrances	9,505
Turf Lighting Town and BOE	317,690
Future Measurement Verification	50,000
<hr/> Total	<hr/> 6,200,000

Fund Balance (79,607)

Increase Appropriation by 200,000

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT

MAR 30 REC'D
12:08pm

BRANFORD TOWN CLERK

1019 MAIN STREET
POST OFFICE BOX 150

Date: March 30, 2020



(203) 315-0663
Fax: (203) 315-3736
www.branford-ct.gov

To: Joseph Mooney
Chairman, Board of Finance

From: James P. Finch
Finance Director

Re Transfers and resolutions to support the budget

As a follow up to our budget hearings, I have worked with the First Selectman to identify current account balances which can be reprogrammed and used to address ongoing capital needs. Additionally, I have identified projects to be funded through an appropriation from fund balance and contingency to reduce FY 2021 tax requirements and address pressing needs.

Transfers from fund Balance

<u>From</u>		
101-90000-480296	Fund Balance	309,950
<u>To:</u>		
101-50000-599110	Transfer Out Capital Fund (Supply Pond Dam)	20,000
	Transfer Out Capital Fund (Parker Park)	95,000
	Transfer Out Capital Fund (Pisgah Brook)	39,950
101-41190-544300	Purchased Services (IT)	38,394
101-41190-579150	Technology Acquisitions	47,653
101-41190-579200	Software	68,953
	Total	309,950

Resolved: That the Board of Finance recommends to the RTM an appropriation from undesignated fund balance of \$309,950 to fund various capital items and technology needs. This appropriation increase the Fiscal year 2020 General Fund budget from \$115,598,894 to \$115,908,944.

General Fund Contingency Transfer

<u>From</u>		
101-49040-588802	Contingency	50,000
<u>To:</u>		
101-50000-599110	Transfer Out Capital Fund (Resource Inventory)	10,000
	Transfer Out Capital Fund (Phone System)	40,000
	Total	50,000

This transfer will enable the town to implement a phone system upgrade and allow the Conservation Commission to initiate a natural resource inventory.

I also reached out to Deb Caron who provided the following support for the phone system request:

Currently at all our locations, we are using an NEC Aspire phone system that was purchased over 15 years ago. I have not requested an upgrade due to the cost involved and the mix of cell phone usage which seemed to compensate for some employees who work away from their desks. This year the EOC was moved from the Police Department to the Fire department HQ building. Chief Tom Mahoney requested additional functionality from the phone system, which was reasonable and necessary but not available from our current system, (ie: call center seat, conference calling, unified communication, remote plug and play connectivity – plug the phone in anywhere and you get the calls as if you are at the Fire HQ.) We upgraded the Firehouse HQ phone system to a virtual phone system with all those capabilities and more. I suddenly realized how truly outdated our phone system was. My initial thought was to upgrade the phone system a few locations at a time, to stagger the cost. Then, COVID-19 hit and our 15 year old phone system proved to be more inadequate than ever to handle our needs as many became required to work from home. Some of the issues encountered:

- *Phone cannot follow user- must stay at physical Town building location.*
- *When you forward an extension off-premise, other users working on premise cannot call your extension.*
- *When you forward your phone off-premise, you no longer receive voicemails to that phone*
- *Receiving an email of your Voicemail- limited to 25 users*
- *Forwarding an "hunt group" or auto attendant group off premise (such as departmental main phone numbers)- must be done by programming in the switch and by telephone vendor*
- *Reliance of back end programming for most phone changes that must be carried out by telephone vendor*
- *We can no longer purchase new phones for broken ones- they do not make them anymore.*

Fortunately, the hardware and recurring costs have tremendously dropped. This is why I am now requesting the full cost to upgrade all the phones at Town hall and other department locations. This initiative will greatly improve productivity and connectivity, especially when faced with the need to work remotely and for business continuity situations.

Stony Creek Dock

Fund 720

<u>From</u>		
720441020-579500-17322	Restroom Trailer	22,079
<u>To:</u>		
New Project	Stony Creek Dock	22,079

This transfer eliminates the request for the Stony Creek Dock replacement in the requested budget.

Bond Authorizations Stony Creek Wharf and Town Wide Drainage:

The requested budget includes two large capital needs which I believe are suitable candidates for bond authorizations. These items were submitted by the Town Engineer for town wide drainage improvements and reconstruction of the Stony Creek Wharf which includes the "Summer House". I acknowledge the drainage item as requested called for \$100,000 for each year of the five year plan, however after speaking with the First Selectman we recognized that collapsing the years into one debt authorization provided a better opportunity to address the three areas requested and other drainage issues.

The bond authorizations are attached along with additional information from Engineering.

Use of Medical Self Insurance Fund to reduce OPEB Liability

This past January the Board supported taking a portion of the reserves from the Medical Self Insurance Fund and placing them in the OPEB Trust to reduce liabilities in that fund. This move in part acknowledged the strong nexus between the two funds as they were both created to provide and fund contractually obligated benefits to the workforce. The Board may consider this approach again using these balances to reduce the outstanding accrued liability in the OPEB as outlined in the FY 2019 audit report.

Miscellaneous Clean Up

Fund 700

<u>From</u>		
70045030-579250-12322	Parker Park Mower	200
70043050-579500-07313	DEP Long Island Study (Engineering)	172
70043050-533960-08316	Tabor DPW/Design (Engineering)	1,893
70042040-579410-09311	FD Exhaust (Fire)	3,067
70042040-579250-13301	Generators - (Fire)	<u>1,531</u>
	Total	6,863
<u>To:</u>		
70045010-579400-20231	Field Renovation (Recreation)	200
70043050-579400-17318	Supply Pond Dam Repairs (Engineering)	2,065
70042040-579250-20308	Cardiac Monitors (Fire)	<u>4,598</u>
	Total	6,863

This transfer represents a continuing effort to clean up and reprogram residual balances.

Cc J. Cosgrove
Lisa Arpin