

**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.VAILLETTE



EX-OFFICIO
JAMES B. COSGROVE,
First Selectman

CLERK
LISA E. ARPIN, CMC MCTC
Town Clerk

**BOARD OF FINANCE
Minutes
May 22, 2023**

RECEIVED

JUN 07 2023

BRANFORD TOWN CLERK

The Board of Finance held a regular meeting on Monday, May 22, 2023 called to order by Chairman Mooney at 7:30 p.m. at Fire Headquarters, 45 North Main Street, Branford, CT. The meeting was available for remote public viewing via BCTV (Comcast Channel 20) and Facebook Live.

Board members seated were: Chairman Joseph Mooney, Victor Cassella, Harry DiAdamo, Pamela DeLise (remote via telephone), Charles Shelton and Jeffrey Vailette. Also present were First Selectman James Cosgrove, Jim Finch, Finance Director, Deborah Conklin, Treasurer and Lisa Arpin, Town Clerk. RTM reps in attendance were Peter Black, Don Conklin, Kevin Healy, Ray Ingraham and Carolyn Sires. Also Peter Cimino, Robert Imperato, Thomas Mahoney, Debi Mirto, Jon Mulhern, Donald Neel and Alex Palluzzi.

1. The Board unanimously approved the minutes of the March 20, 21 and 23, 2023 meetings by motion from Mr. Shelton, seconded by Mr. Vailette.
2. There were no citizen's communications or comments.
3. The Board heard a presentation by Robert DeLucca and Charlie Andriole of The Andriole Group and Michael Lepore of GYL Financial Synergies regarding the performance of the Town of Branford Police Pension Plan for the quarter ended March 31, 2023. Mr. DeLucca provided a backdrop of the market environment and gave economic commentary, and Mr. Lepore presented the performance, experience and overview of the fund. At inception on 4/1/03 the beginning balance of the Police Pension Plan was \$8,311,293. The ending market value at 3/31/2023 was \$27,442,870 and as of close of business on 5/19/23, plan assets were \$27,069,000. There was no rebalancing recommendation at this time.
4. The Andriole Group in conjunction with GYL Financial Synergies also reviewed the performance of the Town of Branford Volunteer Fire Incentive Plan for the quarter ended March 31, 2023. At inception on 12/1/2015, the beginning balance was \$55,973. The ending market value at the end of the quarter was \$1,493,957, and as of 5/19/23 was \$1,490,000. There was no recommendation for rebalancing.

5. The Board also heard 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. At inception on 7/1/11 the beginning balance was \$4,030,671. The ending market value at the end of the quarter was \$36,735,472 and as of close of business on 5/19/23, plan assets were \$36,881,000. There was no recommendation for rebalancing.
6. The Andriole Group and GYL Financial Synergies presented the performance of the Town of Branford Coastal Resiliency Fund for the period ended March 31, 2023. The fund began on 9/30/2021 with an initial contribution of \$1,925,000. The quarter-end market value was \$2,054,835 and as of 5/19/2023 the value was \$2,056,000. The fund is on target with policy, so no rebalancing is recommended at this time.
7. Fire Chief Thomas Mahoney presented 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

Mr. Vailette made a motion to approve the transfer, seconded by Mr. Cassella. The vote was unanimous.

RESOLVED: That the Board of Finance recommends to the RTM the approval of a \$92,000 transfer in the Fire Services budget for FY2023.

8. Police Chief Jonathan Mulhern presented 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

Mr. DiAdamo made a motion to approve the transfer, seconded by Mr. Vailette. The vote was unanimous.

RESOLVED: That the Board of Finance recommends to the RTM the approval of a \$25,000 transfer in the Police Services budget for FY2023.

8a. The Board heard a transfer request from Debi Mirto, 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

Mr. Shelton made a motion to approve the transfer, seconded by Mr. Cassella. The vote was unanimous.

RESOLVED: That the Board of Finance recommends to the RTM the approval of a \$11,850 transfer in the Information Technology budget for FY2023.

9. Alex Palluzzi, Director of Parks & Recreation introduced a transfer request for the Parks & Recreation budget 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

Mr. Vailette made a motion to approve the transfer, seconded by Ms. DeLise. The vote was unanimous.

RESOLVED: That the Board of Finance recommends to the RTM the approval of a \$35,000 transfer in the Parks & Recreation budget for FY2023.

10. First Selectman Jamie Cosgrove presented a transfer request on behalf of 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

Mr. Vailette made a motion to approve the transfer, seconded by Mr. DiAdamo. The vote was unanimous.

RESOLVED: That the Board of Finance recommends to the RTM the approval of a \$10,058 transfer in the Public Works budget for FY2023.

11. A transfer request was presented by Peter Cimino, 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

Mr. Cassella made a motion to approve the transfer, seconded by Mr. Valette. The vote was unanimous.

RESOLVED: That the Board of Finance recommends to the RTM the approval of a \$3,000 transfer in the Human Services budget for FY2023.

12. Peter Cimino, Human Services Director presented a budget transfer increase for the FY2024 Human Services Fund budget as follows:

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

Mr. Cassella made a motion to approve the transfer, seconded by Mr. Valette. The vote was unanimous.

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. The Board heard a request from Donald Neel on behalf of the Board of Education (BOE) for the issuance of a credit card to the incoming Superintendent of Schools with a maximum limit of \$10,000.

Mr. DiAdamo made a motion to approve the BOE credit card request, seconded by Mr. Cassella. The vote was unanimous.

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. The Board heard a request from Robert Imperato, Tax Collector to approve the Suspense List for the 2008 to 2021 Grand List Years for Motor Vehicle, Motor Vehicle Supplemental and Personal Property as previously distributed to the Board.

Motor Vehicle	\$ 84,149.27
Personal Property	<u>\$181,171.72</u>
Total	\$265,320.99

Mr. Shelton made the motion to approve the Suspense List, seconded by Mr. Vailette. The vote was unanimous.

RESOLVED: That the Board of Finance approves the Suspense List totaling \$265,320.99 as per the attached reports.

15. The Board heard a second request from the Tax Collector to approve the Suspense List for Mobile Homes (Schedule A) for Grand List years 2005 through 2021 in the amount of \$212,105.79.

Mr. Cassella made the motion to approve the Mobile Home Suspense List, seconded by Mr. Shelton. The vote was unanimous.

RESOLVED: That the Board of Finance approves the Mobile Home Suspense List totaling \$212,105.79 as per the attached report.

16. The Board had a discussion and Q & A with Robert Imperato, Tax Collector regarding the introduction of a concept of assigning tax liens to an outside vendor/source. Additional information was requested of the Tax Collector regarding potential contract details and collateral issues. No action or votes were taken by the Board.

17. First Selectman Cosgrove introduced 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

Finance Director Jim Finch reported the FY2024 contingency balance after tonight's items would be \$2,077,951. After Q&A, Mr. Vailette made the motion to approve the salary adjustment including the resolution below, seconded by Mr. Cassella. The vote was unanimous.

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

First Selectman Cosgrove answered questions on the following FY2024 wage increases:

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

Mr. Cassella made the motion to approve both transfers, seconded by Mr. Shelton. The vote was unanimous.

RESOLVED: That the Board of Finance recommends to the RTM the approval of a \$17,354 transfer to the Police Services budget for FY2024 and \$9,937.00 to the Information Technology budget for FY2024.

18. The Board heard a request from the Finance Director for an FY2024 transfer in the Finance Department budget for a new lease for the Town Hall postage meter:

From:	10149040-588802	Contingency	(\$ 5,460)
To:	10141040-554425	Leased Equipment	5,460

Mr. Cassella made the motion to approve the transfer, seconded by Ms. DeLise. The vote was unanimous.

RESOLVED: That the Board of Finance recommends to the RTM the approval of a \$5,460 transfer for the Finance Department budget for FY2024.

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.

With the full Board present, Chairman Mooney read the full resolution and summarized the Finance Director's memos. The resolution and memos were previously distributed to the Board, and were available to the public via the Town's website and in the Town Clerk's office. Additional discussion and Q&A took place. The full text is incorporated into the minutes of this meeting, attached. Mr. Valette moved that said resolution be adopted as introduced and the motion was seconded by Mr. Cassella. The vote was unanimous, 6 Yes, 0 no. Chairman Mooney thereupon declared the motion carried and the resolution adopted.

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.

Jim Finch reviewed his memo dated 5/10/23 regarding the decrease of \$195,000 by the RTM with regard to the reduction of taxpayer liability for Retirement Municipal Employees (CMERS) as there is a lot of State support for the proposal and its likely future passage.

Chairman Mooney went over the budget highlights as summarized in Jim Finch's 5/10/23 memo, indicating the FY2023-2024 mill rate will be 29.89 or a 1.49% increase.

Tax Changes BOF Recommended versus RTM Approved

BOF Expenditures	130,510,768	BOF Expenditures	130,510,768
RTM Changes	0	RTM Changes	(195,000)
Revised Expenditures	130,510,768	Revised Expenditures	130,315,768
Revised Revenues	(16,902,344)	Revised Revenues	(16,902,344)
Total Tax Requirements	113,608,424	Total Tax Requirements	113,413,424
Less State Reimbursements	270,800	Less State Reimbursements	270,800
Less Elderly Tax Relief	386,899	Less Elderly Tax Relief	386,899
Less Allowance for Uncollectible	1,917,022	Less Allowance for Uncollectible	1,913,750
Total Tax Levy	116,183,145	Total Tax Levy	115,984,873
Collection rate	0.9835	Collection rate	0.9835
Grand List (Revised)	3,879,790,337	Grand List (Revised)	3,879,790,337
Mill Rate	29.95	Mill Rate	29.89
Year to Year Comparison		Year to Year Comparison	
FY 2023 Mill Rate	29.45	FY 2023 Mill Rate	29.45
FY 2024 BOF Mill Rate	29.95	FY 2024 BOF Mill Rate	29.89
Change	0.5	Change	0.44
% Change	1.70%	% Change	1.49%

Mr. DiAdamo made the motion to set the FY2023-2024 mill rate at 29.89 mills, seconded by Mr. Cassella. The vote was unanimous.

RESOLVED: That the Board of Finance establishes the mill rate for fiscal year 2023-2024 at 29.89 mills pursuant to the budget adopted by the Representative Town Meeting.

21. Adjournment—The meeting adjourned at 9:00 p.m. by motion from Mr. DiAdamo, seconded by Mr. Vailette.

Dated this 7th day of June, 2023.

A handwritten signature in black ink, appearing to read "Lisa E. Arpin", with a long, sweeping horizontal line extending to the right.

Lisa E. Arpin, CMC MCTC
Board of Finance Clerk

Office of Tax Collector

Item #14

TOWN OF BRANFORD
TOWN HALL DRIVE, P.O. BOX 136, BRANFORD, CONNECTICUT 06405

ROBERT M. IMPERATO
Tax Collector



TEL: (203) 315-0672
FAX: (203) 315-3334
www.branford-ct.gov
Email: rimperato@branford-ct.gov

TOWN OF BRANFORD

TAX SUSPENSE TOTALS

Grand List Year: 2008 - 2021

<u>Motor Vehicle</u>	<u>Personal Property</u>	<u>Total</u>
\$84,149.27	\$181,171.72	\$265,320.99

As of 5/22/2023

I hereby certify that, to the best of my knowledge, each tax in the above statement has not been paid, is uncollectable, and should be transferred to the suspense tax book.

Dated at Branford, Connecticut, on the 22nd day of May, 2023.

Respectfully submitted,

Robert M. Imperato, Tax Collector, Town of Branford

ACTION TAKEN BY BOARD OF FINANCE

To Robert M. Imperato, Tax Collector of Branford, Connecticut:

A detailed examination has been made of the above statement, dated 22nd day of May, 2023, recommending the transfer of certain uncollected taxes to the suspense tax book. The taxes listed in such statement are believed to be uncollectable and pursuant to section 12-165 of the General Statutes, authority is hereby given you to transfer such taxes, in accordance with the law, to the suspense tax book.

Dated at Branford, Connecticut, the 22nd day of

May 2023

Board of Finance of Branford, Connecticut by

Town Clerk



Office of Tax Collector

TOWN OF BRANFORD
TOWN HALL DRIVE, P.O. BOX 136, BRANFORD, CONNECTICUT 06405

Item #15

ROBERT M. IMPERATO
Tax Collector



TEL: (203) 315-0672
FAX: (203) 315-3334
www.branford-ct.gov
Email: rimperato@branford-ct.gov

TOWN OF BRANFORD

TAX SUSPENSE TOTALS

Grand List Year: 2005 - 2021

<u>Manufactured/Mobile Homes</u>	<u>Total</u>
\$212,105.79	\$212,105.79

As of 5/22/2023

I hereby certify that, to the best of my knowledge, each tax in the above statement has not been paid, is uncollectable, and should be transferred to the suspense tax book.

Dated at Branford, Connecticut, on the 22nd day of May, 2023.

Respectfully submitted,

Robert M. Imperato, Tax Collector, Town of Branford

ACTION TAKEN BY BOARD OF FINANCE

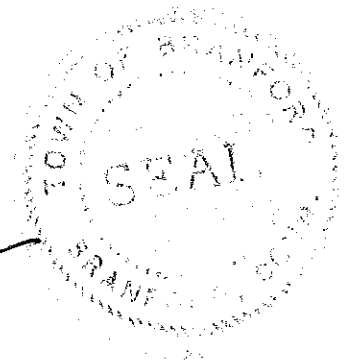
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A detailed examination has been made of the above statement, dated 22nd day of May, 2023, recommending the transfer of certain uncollected taxes to the suspense tax book. The taxes listed in such statement are believed to be uncollectable and pursuant to section 12-165 of the General Statutes, authority is hereby given you to transfer such taxes, in accordance with the law, to the suspense tax book.

Dated at Branford, Connecticut, the 22nd day of May, 2023

Board of Finance of Branford, Connecticut by

Town Clerk



BOARD OF FINANCE

TOWN OF BRANFORD

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

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



EX-OFFICIO
JAMES B. COSGROVE, First Selectman

CLERK
LISA E. ARPIN, Town Clerk, MCTC CMC

May 23, 2023

To the Representative Town Meeting of
The Town of Branford

Attention: Dennis Flanigan, Moderator

At a meeting of the Board of Finance held May 22, 2023, the following resolution was adopted:

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" is hereby adopted and recommended for approval by the Representative Town Meeting.

Very truly yours,

Joseph W. Mooney
Chairman, Board of Finance

RECEIVED
2023 MAY 31 P 2:22
Lisa E. Arpin
BRANFORD TOWN CLERK

JWM/lea

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT

Item #19

1019 MAIN STREET
POST OFFICE BOX 150



(203) 315-0663
FAX (203) 315-3736
WWW.BRANFORD-CT.GOV

Date: May 18, 2023
To: Joseph Mooney
Board of Finance
From: James P. Finch
Finance Director
Re: Reallocation of Bond Proceeds

Wes S. Finch
BRANFORD TOWN CLERK

2023 MAY 19 P 2:52

RECEIVED

I attach for your review and consideration a resolution from bond counsel to reallocate bond proceeds derived from the 2020 bond issue and apply them to the Animal Shelter Renovation and Police Headquarters project. It is important to underscore that this is strictly a movement of bond proceeds among projects it does not impact appropriations or the amount of authorized unissued debt in aggregate. I ask for your favorable consideration for the following reasons.

Aligns proceeds with expenditures

Two of the larger projects funded in the 2020 bond issue are the East Industrial Road Reconstruction and Sewer System Improvements the amounts issued are \$1,750,000 and \$2,710,000 respectively. To date most of these proceeds are unexpended. By contrast the Animal Shelter Project has expenditures but is lacking proceeds. The Police Headquarters Project is in a similar situation. This resolution will result in a better match between expenditures and proceeds.

The continued rise in interest rates can potentially create an arbitrage compliance challenge

Arbitrage simply defined occurs when an investor generates a profit by buying and selling assets in different markets. This can occur when the town issues debt at tax exempt rates and then invests the dollars at taxable rates. Since the tax exempt rate is in effect a tax subsidy from the federal government, the government has regulations which severely restrict municipal issuers from earning arbitrage. Currently the rate earned on the proceeds is higher than the rate Branford is paying in debt service. The reallocation helps address this concern as the transferred proceeds will be considered spent and unavailable for investment purposes.

In addition to the resolution, I have attached the original requests for these projects. It is important to note that these projects are still planned. For example the East Industrial Road Project received a federal grant after the bonds were authorized. I anticipate an amendment to that resolution in the future to incorporate the grant and any required local share. The sewer system project(s) are active and ongoing albeit at a slower rate than initially thought.

Cc Board of Finance
James Cosgrove, First Selectman
Lisa Arpin, Town Clerk

Item #19

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

WHEREAS, the Town of Branford, Connecticut (the "Town") issued its \$13,105,000 General Obligation Bonds, Issue of 2020, issued and dated July 2, 2020 (the "Bonds") of which \$9,002,327 of such bonds were allocated to new money projects;

WHEREAS, \$2,710,000 of the Bonds were issued for the Sewer System Improvements (2019) Project, and \$845,000 of such proceeds from the Bonds will better meet the capital cash flow needs of the Town if allocated to and expended for the Animal Shelter Project;

WHEREAS, \$1,750,000 of the Bonds were issued for the East Industrial Road Reconstruction Project, and \$1,750,000 of such proceeds from the Bonds will better meet the capital cash flow needs of the Town if (i) \$1,550,000 is allocated to and expended for the Animal Shelter Project and (ii) \$200,000 is allocated to and expended for the Police Headquarters Renovation Project;

WHEREAS, the Town authorized \$4,595,000 bonds of the Town to be issued to finance Animal Shelter Project which is progressing and expending funds; and


WHEREAS, the Town authorized \$325,000 bonds of the Town to be issued to finance the Police Headquarters Renovation Project which is progressing and expending funds.

NOW THEREFORE, the Town hereby resolves that \$845,000 of the Bonds issued to finance the Sewer System Improvements (2019) Project is hereby reallocated to the Animal Shelter Project, and \$1,750,000 of the Bonds issued to finance the East Industrial Road Reconstruction Project is hereby reallocated as follows: (i) \$1,550,000 to the Animal Shelter Project and (ii) \$200,000 to the Police Headquarters Renovation Project.

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2023 MAY 19 P 2:58
MAY 20 2023
BRANFORD TOWN CLERK

RECEIVED

2023 MAY 19 P 2:58


STANFORD TOWN CLERK

Date: July 26, 2019
To: Joseph Mooney, Chairman Board of Finance
From: James Finch, Finance Director
Re: Bond Authorization

Item #19

I am writing at the request of the First Selectman to request an appropriation and bond authorization of \$3.975 million for sanitary sewer projects throughout the town.

Background:

The sanitary sewer system constructed in 1961 includes the wastewater treatment plant, an interceptor line and laterals serving the central business district and surrounding areas. The system serves the vast majority of commercial properties and most of the residential properties.

While the benefits of the system cannot be understated, there are considerable costs to operate and maintain this infrastructure. As some board members may recall, the town funded a major upgrade to the plant in 2003. In FY 2005 additional improvements to the collection system began in response to a federal and state consent decree. In FY 2015 approximately 12 years after the upgrade to the plant, a study was done which outlined \$6.037 million of maintenance and capital needs. These projects appear in the town's capital plan beginning in FY 2016 and ending in FY 2021. The projects were funded through an appropriation of fund balance from the sewer utility fund into the sewer reserve fund coupled with annual transfers into the reserve fund.


Current Request

The current request seeks to fund improvements to the force main leading to the Hemlock Pumping Station including the replacement of existing 2,900 ± LF of 8 inch cast iron force main with 8" ductile iron pipe from Hemlock Road Pumping Station to Cypress Drive to Millwood Drive to a discharge manhole on Brushy Plain Road. The town recently received bids for the project this week and is looking to have funding in place prior to the sixty day expiration of the proposals.

In addition funds will be used for spot repairs and pipe replacement, and cured-in-place pipe (CIPP) lining of existing sanitary sewer collection system that are required throughout Town. Ongoing CIPP lining program will be prioritized based on pipe condition, pipe material, and historical inflow and infiltration (I & I) issues. It is anticipated this program will span several years to rehabilitate the Town's aging sanitary sewer infrastructure and additional appropriations may be required in future years.

RECEIVED

2023 MAY 19 P 2:58


BRANFORD TOWN CLERK

Present Conditions

The Hemlock force main project is essential as it serves five large condominium complexes (approximately 575 units combined), 63 single family parcels, and will serve a proposed 14 lot subdivision in the near future. The Town has had an increasing number of emergency repairs on the line due to the age (installed 1971) and material of the force main. There were 4 emergency repairs in 2017 and 2 emergency repairs in 2018, totaling over \$96,000.

The CIPP program was spurred by an emergency sewer repair in 2017 on Alps Road caused by deteriorated pipe. While the treatment plant staff perform regular maintenance and video camera the lines systematically this particular pipe had not yet been inspected. The pipe was also located where a force main discharges which are areas prone to quicker deterioration. The treatment plant staff has since inspected all pipes where force mains discharge and have prioritized a list of necessary CIPP projects. On-going CIPP lining projects will target structural and inflow and infiltration issues.

Other Considerations

During the budget process a question was asked as to whether the sewer assessment fund balance could be used to reduce the borrowing needs associated with sewer related capital projects. During my tenure in Branford, I had observed that the town used the assessment fund resources to pay for debt service on sewer assessment bonds and to fund new sewer installments and extensions.

Recently I reviewed the state statutes on sewer assessment funds and found the following:

Sec. 7-267. Use of funds. All benefit assessments and charges for connection with or use of the sewerage system, whether pledged for payment of bonds or notes or otherwise, shall be kept separate from other funds of the municipality and **shall be used for the sewerage system**, including the payment of debt incurred for the sewerage system and interest thereon, and for no other purpose.

Sec. 7-268. Special fund. Any municipality which has issued bonds or notes in accordance with this chapter may by ordinance establish a special fund for payment of all or any part of such bonds or notes or interest thereon, may make and revise necessary rules and regulations not contrary to this chapter for the management of such special fund and may provide for payments into such special fund of all or any part of any charges for connection with or use of the sewerage system or from any other source

Currently there are no sewer assessment bonds outstanding, so it appears that funds could be used to provide for this project. I would argue however that to avoid issuing

sewer assessment bonds in the future, the town should preserve a sufficient fund balance in the assessment fund. Therefore, for purposes of discussion I am suggesting that we appropriate \$1.05 million or approximately 1/3 from the assessment fund and retain the balance for future extension opportunities. The \$1 million will consist of \$1,000,000 and \$50,000 to supplement a previously approved appropriation for the Riverview sewer extension.

Funding and Resources

I attach a worksheet outlining this request in the context of previously approved and planned projects totaling \$13,761,752. It is important to note that sixty percent of these projects do not require the use of borrowed funds

I list below a resolution for the sewer assessment fund transfer and I attach an appropriation and debt authorization prepared by bond counsel and respectfully request your consideration of this item at your next meeting.

Resolved: That the Board of Finance recommends to the RTM an increase in appropriations in the Fiscal Year 2020 Sewer Assessment Fund Budget from \$14,926 to \$1,014,926. This increase will be funded through a transfer from unappropriated fund balance and will be used to supplement the rehabilitation and replacement of sewer lines and force mains.

Sewer Assessment Fund Transfer FY 2020

Increase:		
21443030-480296	Fund Balance Brought Forward	1,000,000
Increase:		
21447030-599110	Transfer Out	1,000,000

Infrastructure Enhancement Fund Transfer FY 2020

Increase:		
73090000-490010-xxxxx	Transfer In	1,000,000
Increase:		
73043050-579480-xxxxx	Capital Outlay - Infrastructure	1,000,000

Cc J. Cosgrove
 J. Hoefflerle
 D. Gregory

RECEIVED

2023 MAY 19 P 2:59

John Arpin
TRANSMITTED TO JOHN CLERK

Item #19

Date: July 24, 2019

To: Joseph Mooney
Board of Finance

From: James P. Finch
Finance Director

Re: Bond Authorization East Industrial Road.

At the request of the First Selectman, I attach for your review and consideration a resolution prepared by bond counsel for \$1.75 million to rebuild East Industrial Road.

Background:

East Industrial Road was last reconstructed in the early 1980's when it was originally constructed as part of an industrial park. Some minor road widening and surface treatments were performed by the State DOT when Exit 56 was reconfigured in the early 2000's. Unfortunately the existing structural capabilities of the roadway were not considered, and the amount of traffic redirected onto East Industrial Road was not accounted for. This increase in traffic, particularly tractor trailer traffic, as well as the advanced age of the roadway has led to a rapid deterioration of the roadway structure. The Town's Department of Public Works has been dispatched to the roadway at an increasing rate to patch potholes which regularly form during all four seasons. East Industrial Road is currently being designed to be fully reconstructed to a similar configuration, accounting for current and future traffic for a typical 20+ year lifespan.

Project Description:

The project consists of a complete reconstruction of East Industrial Road, from Leetes Island Road to approximately 750 feet east of exit 56, and related drainage, sewer and driveway apron repairs.

Cc J. Cosgrove
J. Hoefflerle
L. Arpin

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John DeLauro
BRANFORD TOWN CLERK



United States Representative
ROSA DELAURO
Representing the Third District of Connecticut

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Item #19

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DeLauro Celebrates House Passage of Spending Package Including \$2.25 Million for East Industrial Road

August 6, 2021 [Press Release](#)

House Appropriations Committee Chair Rosa DeLauro (D-CT-03) today joined Branford First Selectman James Cosgrove and Branford Town Engineer John Hoefflerle to celebrate the House passage of \$2.25 million for the full reconstruction of East Industrial Road in Branford, from Leetes Island Road to the southbound Interstate 95 exit ramps.

Regionally, this project is vital to economic development and growth and will serve the towns of Branford, Guilford, North Branford, and beyond. The full reconstruction will provide access to a supermarket, numerous restaurants, retailers, breweries and vineyards, the local YMCA, farms, medical facilities, manufacturing and biotech facilities, distribution hubs, hotels, local shellfish processing facilities, public trails, and the Stony Creek Quarry featuring their distinctive pink granite.

"The full reconstruction of East Industrial Road will spur economic growth and development not just in Branford, but also in Guilford, North Branford, and beyond," said **Congresswoman DeLauro**. "In addition to creating new space for economic growth, this new road will also increase community access to existing local business, retailers, breweries, restaurants, and the Y. This is exactly the kind of investment in the community I envisioned as I worked to include Community Project Funding in this year's federal appropriations process. I look forward to continuing to work to bring federal tax dollars back home to fund essential infrastructure projects like East Industrial Road."

"The Community Project Funding for the reconstruction of East Industrial Road is an investment in the future of the region," said **Branford First Selectman James Cosgrove**. "The \$2.25 million in Federal funds will help facilitate business expansion and job growth within this diverse business region, and provide improved access to properties ripe for development and redevelopment. We appreciate Congresswoman DeLauro's efforts and leadership in securing Community Project funds for Branford and her dedication in supporting projects that provide taxpayers a return on investment."

Last week, Chair DeLauro led House Democrats in [passing](#) a package of seven government spending bills with [funding for community projects](#) nationwide including \$2.25 million for East Industrial Road.

DeLauro's floor remarks on the seven-bill 2022 spending package are [here](#). A summary of the bill is [here](#).

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Date: May 10, ~~2024~~ 2023
To: Joseph Mooney
Board of Finance
From: James P. Finch
Director of Finance
Re: RTM Budget Highlights and Mill Rate

Ms. Espinoza
BRANFORD TOWN CLERK

2023 MAY 19 A 11:59

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Please find attached the change approved by the RTM with regard to the FY 2024 budget.

Decrease:

- Retirement Municipal Employees (CMERS) \$190,000

The RTM adjustment results in a net reduction of \$195,000 which decreases the Board's recommended mill rate from 29.95 to 29.89 resulting in an overall mill rate increase of 0.44 mills or 1.49% as compared to the current year.

Therefore assuming no additional changes to estimated revenue the Board's resolution to set the mill rate is follows:

Resolved: That the Board of Finance establishes the mill rate for fiscal year 2023-2024 at 29.89 mills pursuant to the budget adopted by the Representative Town Meeting.

Tax Changes BOF Recommended versus RTM Approved

BOF Expenditures	130,510,768	BOF Expenditures	130,510,768
RTM Changes	0	RTM Changes	(195,000)
Revised Expenditures	130,510,768	Revised Expenditures	130,315,768
Revised Revenues	(16,902,344)	Revised Revenues	(16,902,344)
Total Tax Requirements	113,608,424	Total Tax Requirements	113,413,424
Less State Reimbursements	270,800	Less State Reimbursements	270,800
Less Elderly Tax Relief	386,899	Less Elderly Tax Relief	386,899
Less Allowance for Uncollectible	1,917,022	Less Allowance for Uncollectible	1,913,750
Total Tax Levy	116,183,145	Total Tax Levy	115,984,873
Collection rate	0.9835	Collection rate	0.9835
Grand List (Revised)	3,879,790,337	Grand List (Revised)	3,879,790,337
Mill Rate	29.95	Mill Rate	29.89
Year to Year Comparison		Year to Year Comparison	
FY 2023 Mill Rate	29.45	FY 2023 Mill Rate	29.45
FY 2024 BOF Mill Rate	29.95	FY 2024 BOF Mill Rate	29.89
Change	0.5	Change	0.44
% Change	1.70%	% Change	1.49%

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Handwritten Signature
 BRANFORD TOWN CLERK

TOWN OF BRANFORD
 RTM Changes
 2023/2024 Budget

<u>Committee/Item</u>	<u>Department</u>	<u>BOF Proposed</u>	<u>Change</u>	<u>Revised</u>
Ways & Means				
Retirement Municipal Employees	Page 56 Pensions & Contributions	3,778,502	(195,000)	3,583,502
Reason - CMERS Proposed Changes & Crime Analyst		Total Change	(195,000)	
General Fund		Total Changes -General Fund	(195,000)	
General Fund				
Total Expenditure Changes Town		67,027,199	66,832,199	(195,000)
Total Expenditure Changes BOE (With Special Ed)		62,911,644	62,911,644	0
Total Expenditure Changes Cap & Leases		571,925	571,925	0
	Totals	130,510,768	130,315,768	(195,000)
		Total Reductions	(195,000)	
Impact on Tax Calculation				
Expenditures	Requested FY 2024	BOF	RTM	BOF/RTM Change
BOE Operating	64,477,616	62,911,644	62,911,644	0
BOE Capital & Leases	1,217,854	571,925	571,925	0
	65,695,470	63,483,569	63,483,569	0
Town	69,478,476	67,027,199	66,832,199	(195,000)
Total	135,173,946	130,510,768	130,315,768	(195,000)

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 BRANFORD TOWN CLERK

James Finch

From: James Finch
Sent: Monday, May 8, 2023 9:21 PM
To: 'jwpmooney@gmail.com'; Charles F. Shelton, Jr.; 'victor@americanpolyfilm.com'; Pamela DeLise; Jeffrey Valette; Harry DiAdamo; RTM - All
Cc: Jamie Cosgrove; Kathryn LaBanca; Lisa Arpin
Subject: Thoughts from the administration on proposed CMERS changes.

All:

As you may be aware, Sean Scanlon, State Comptroller released a series of proposed changes to the Connecticut Municipal Employees Retirement Plan (CMERS). These changes were prompted by a series of ever increasing contribution rates for municipal employers coupled with a desire to retain and attract municipal workers. The changes include revised multipliers, amortization schedules, and cost of living adjustments along with the introduction of a deferred retirement option plan (DROP).

Potential Impact on Branford:

Pursuant to estimates released by the Comptroller's Office the town will save approximately \$660,000 (This excludes the BOE's savings). However, the savings will not occur until after the legislature acts. Unfortunately, this vote will not take place prior to the RTM meeting on May 9th. One should also note the savings estimate relies on the legislature approving all of the changes as proposed, therefore, any "tweaking" by the legislature will likely produce a different result. Moreover, we have emails from the Comptroller's staff that cautions us from budgeting the savings in advance of legislative action.

A Dilemma for Decision Makers and an Alternative:

As mentioned earlier the purported benefits of the CMERS changes are to provide relief to municipal taxpayers, however, achieving this savings in FY 2024 presents some timing obstacles. On the other hand the CMERS proposals have support from Governor Lamont, labor unions and the House Republican Leader.

One alternative is to essentially obtain some savings while hedging against an unlikely yet potentially bad outcome if these reforms are not passed.

Therefore, I offer for consideration the following approach which would require actions by the RTM and Board of Finance.

RTM Actions

The RTM considers an amendment to reduce the budget by \$195,000 in the CMERS line item. All things being equal this will produce a reduction in the mill rate proposed by the Board of Finance in March.

Board of Finance and RTM Actions in FY 2024

Pursuant to the Governor signing the bill into law, the Board of Finance recommends to the RTM, a transfer to move the savings into the police pension fund. In essence this would be a "like for like" transfer that improves the town's funded ratio and potentially reduces future contributions.