

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

JOSEPH W. MOONEY, CHAIRMAN

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, CMC CCTC  
Town Clerk

**BOARD OF FINANCE  
MEETING MINUTES  
October 26, 2020**

RECEIVED  
 2020 DEC - 1 P 1:37  
 Lisa E. Arpin  
 BRANFORD TOWN CLERK

Chairman Joseph Mooney called the meeting to order at 7:38 p.m. at Branford Fire Headquarters, 45 North Main Street. The meeting was also available for remote public viewing via BCTV/Comcast Channel 20 and Facebook Live.

The full board was seated in-person: Harry DiAdamo, 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. RTM reps in-attendance were Ed Prete (in-person) and connected remotely were Anthony Alfone and DeeDee Hakun.

1. Approval of minutes: Motion by Mr. Vailette, seconded by Mr. Cassella to defer the approval of the minutes of the July 20 and August 31, 2020 meetings to the next meeting. Vote unanimous.
2. Citizen's Communications were offered via Zoom remote link, however, there were none.
3. The Board heard an overview by Jim Finch, Finance Director and Library Treasurer, Adam Spilka on the James Blackstone Memorial Library endowment fund and the approach and analysis as to how the library is funded vs sustainability. Chairman Mooney requested the latest copy of the Library's audited financials for review. Mr. Spilka reported the balance in the fund is \$2,925,000 with performance year-to-date of approximately 11%. No action was taken on this discussion-only item.
4. The Board heard an update from Jim Finch, Finance Director on the events impacting the FEMA account and requested the following budget transfer to help offset expenses. He reported the contingency balance as \$711,000 should tonight's items be approved.

<u>From:</u>		
Account	Account #	Amount
Contingency	10149040-588802	\$150,000

<u>To:</u>		
Account	Account #	Amount
Operating Transfer Out FEMA	10150000-599122	\$150,000

Mr. Imperato made a motion to approve the transfer request, seconded by Mr. Valette. The vote carried unanimously.

**RESOLVED:** That the Board of Finance recommends to the RTM the transfer of \$150,000 in the FEMA account.

5. First Selectman Jamie Cosgrove made a request from the First Selectman for the following Executive and Solid Waste FY2020 budget transfers:

**Executive**

<b>From:</b>	10141020-555400	Advertising, Printing, Binding	(\$200)
<b>To:</b>	10141020-588225	Women & Families Center	200

Mr. Cassella made a motion to approve the transfer request, seconded by Mr. Shelton. The vote carried unanimously.

**RESOLVED:** The Board of Finance recommends to the RTM the transfer of \$200 in the Executive budget.

**Solid Waste**

<b>From:</b>	10143040-517000	Salaries	(\$16,760)
<b>To:</b>	10143040-544353	Material Handling	16,760

Mr. Shelton made a motion to approve the transfer request, seconded by Mr. Valette. The vote carried unanimously.

**RESOLVED:** That the Board of Finance recommends to the RTM the transfer of \$16,760 in the Solid Waste budget.

6. Tax Collector, Roberta Gill-Brooks requested the following budget transfer for the Tax Collector budget:

<b>From:</b>			
	10149040 588802	Contingency	(\$66,558)
<b>To:</b>			
	10141070 518000	Overtime	48,798
	10141070 533280	Consulting	17,760

Mr. Imperato made a motion to approve the transfer request, seconded by Mr. Cassella. The vote carried unanimously.

**RESOLVED:** That the Board of Finance recommends to the RTM the transfer of \$66,558 in the Tax Collector budget.

7. Adjournment – By motion from Mr. Imperato, seconded by Mr. DiAdamo, the meeting adjourned at 8:40 p.m.

Dated this 1<sup>st</sup> day of December, 2020



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