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BRANFORD REPRESENTATIVE TOWN MEETING
LEGAL NOTICE AND CALL
September 14, 2022

Noel E. Arpin
BRANFORD TOWN CLERK

The RTM will be convened on Wednesday, September 14, 2022 at 8:00 p.m. at Branford Fire Headquarters, 45 North Main Street to consider and act upon the following matters:

Pledge of Allegiance

1. Roll Call
2. Approval of the minutes of the 6/8/22 and 7/27/22 meetings.
3. Reception of communications, reports of committees, and citizen petitions.
4. To consider, and if appropriate, approve changing the position of Branford Tax Collector from an elected official to a hired appointment.
5. To consider, and if appropriate, approve the recommendation of the Board of Finance that the RTM evaluate the request to fund the positions of Registrar of Voters on a full-time basis beginning January 1, 2023 for each year of their two-year term of office at a rate of pay recommended by the Human Resources Department and approved by the RTM. This recommendation will be made pursuant to an analysis of the department's operations and staffing requirements.
6. To consider, and if appropriate, adopt a policy for virtual meetings into our Town Meeting Rules.
7. To consider and if appropriate, approve a transfer request from the Tax Collector for FY22 as follows:

From:

10141070-588620	Tax Refunds	(\$8,403)
10141070-533280	Consulting	(1,550)
		(\$9,953)

To:

10141070-518000	Overtime	\$8,403
10141070-544300	Repair & Maintenance	600
10141070-588200	Memberships, Conf. & Meetings	430
10141070-555320	Postage	520
		\$9,953

8. To consider and if appropriate, approve a transfer request for FY22 from the First Selectman as follows:

Fund 700

From:		
70090000-490010	Transfer In	(\$25,000)
To:		
70041020-579350-22301	EV Charging Stations/Vehicles	25,000

General Fund (Executive)

From:		
10149040-588802	Contingency	(\$25,000)
To:		
10150000-599110	Transfer Out 700 Fund	25,000

9. To consider and if appropriate, approve a transfer request from the Board of Fire Commissioners for the following end of year transfers to close out the FY21-22 budget:

From:		
10142040-579250	Equipment	(\$200)
10142040-588030	Misc. Vol. Expenses	(200)
10142040-517000	Regular Wages & Salaries	(127,500)
10142040-517670	Medic Shift PT	(19,700)
10142040-518010	Overtime Public Events	(8,100)
10142040-518050	Vacation	(10,500)
10142040-518150	Holiday Pay	(17,600)
10142040-518500	Special Detail	(1,016)
10142040-519040	Accrued Payroll Expense	(4,200)
10142040-519050	Stipends	(19,300)
10142040-533300	Professional Development	(2,500)
10142040-533520	Ambulance Billing	(14,200)
10142040-533530	Employment Testing	(13,000)
10142040-544300	Purchased Services – R & M	(7,410)
10142040-566900	Other Supplies	(295)
10142040-533600	Fire Prevention/Investigation	(815)
10142040-555320	Postage	(500)
10142040-588050	CMED	(840)
10142040-578000	Equipment Replacement	(432)

From: (continued)

10142040-578010	Volunteer Equipment	(8,069)
10142040-566600	Medical Supplies	(7,200)
10142040-544130	Other Fuel	(2,319)
10142040-555300	Communications	(6,500)
10142040-588200	Memberships-Conf. & Meetings	(319)
10149040-588802	Contingency	<u>(40,148)</u>
		(\$312,863)

To:

10142040-517600	Deputy Fire Marshal Stipend	\$ 400
10142040-518000	Overtime	245,026
10142040-519020	Longevity	295
10142040-526100	Uniform and Clothing	2,155
10142040-566650	Safety Supplies	432
10142040-579300	Furniture and Fixtures	5,969
10142040-519025	Educational Incentive	2,245
10142040-519030	Accumulated Sick Pay	7,774
10142040-544170	Hydrants	8,419
10142040-518200	Replace Sick	<u>40,148</u>
		\$312,863

10. To consider and if appropriate, approve a request from the Emergency Management Director for the following FY22 transfers:

From:

10149040-588802	Contingency	(\$1,824)
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To:

10142030-518000	Overtime	\$247
10142030-544300	Purchased Services – R & M	<u>1,577</u>
		\$1,824

11. To consider and if appropriate, approve a request from the Board of Police Commissioners for the following FY22 transfers:

From:

10142010-517000	Regular Wages & Salaries	(\$88,471)
10142010-566960	Parts	(7,208)
10142010-544340	Radio Comm. System Exp.	<u>(21,800)</u>

To:

10150000-599102	Transfer to Capital Fund	\$90,008
10142010-519030	Accumulated Sick Pay	13,745
10142010-517580	Board Clerks	257
10142010-519025	Education Incentive	175
10142010-519050	Stipends	175
10142010-544130	Other Fuel	8,808
10142010-555300	Communications	3,864
10142010-588200	Memberships, Conf.	<u>447</u>
		\$117,479

Increase:

70090000-400010	Transfer In	\$90,008
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Increase:

70042010-579350-22221	Vehicles	\$40,000
70042010-579250-22239	PD Vehicle Equipment	42,800
70042010-579250-22307	Portable Radio Replacement	<u>7,208</u>
		\$90,008

12. To consider and if appropriate, approve a transfer request from the Registrar of Voters for a transfer for FY22:

From:

10141120-517630	Election Workers	(\$4,300)
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To:

10141120-517750	Deputy Registrars	\$3,107
10141120-518250	Seasonal & Part-Time Help	318
10141120-566900	Other Supplies	<u>875</u>
		\$4,300

13. To consider and if appropriate, approve a transfer request from Public Works for FY22:

From:

10143010-545000	Road Materials	(\$6,865)
10143010-544190	Street Lights	<u>(\$41,932)</u>
		(\$48,797)

To:

10143010-545010	Road Painting & Signs	\$ 6,865
10143010-544100	Utilities	5,190
10143010-544130	Other Fuel	<u>\$36,742</u>
		\$48,797

14. To consider and if appropriate, approve a transfer request from the Town Planner for FY22:

From:

10141130-518250	Seasonal Part-Time Help	(\$3,114)
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To:

10141130-518000	Overtime	
\$1,67410141130-555400	Advertising	<u>1,440</u>
		\$3,114

15. To consider and if appropriate, approve a transfer request from the Zoning Board of Appeals for FY22 as follows:

From:		
10141140-566100	Office Supplies	(\$400)
10141140-588090	Travel	(\$155)
10141140-588200	Memberships	(\$200)
		(\$755)
To:		
10141140-555400	Advertising	\$ 755

16. To consider, and if appropriate, approve a request from the Lead Tradesman for the following FY22 transfer for General Government Buildings (GGB):

From:		
10141170-517000	Regular Wages & Salaries	(\$41,026)
10141170-519040	Accrued Payroll Expense	(170)
10141170-526100	Uniform & Clothing	(2,853)
10141170-544300	Purchased Services – R & M	(41,026)
10141170-566100	Office Supplies	(800)
10141170-566900	Other Supplies	(2,141)
10141170-566920	Meal Supplies	(490)
10141170-579250	Equipment	(733)
10141170-579930	Furniture & Fixtures	(250)
10141170-588200	Memberships & Conferences	(1,200)
		(\$90,689)
To:		
10141170-518000	Overtime	\$2,139
10141170-544100	Utilities-Water, Electric & Gas	81,302
10141170-544110	Fuel Oil	7,248
		\$90,689

17. To consider, and if appropriate, approve a request from the Building Department for the following transfers:

FY2022

From:		
10149040-588802	Contingency	(\$4,484)
To:		
10142050-519050	Stipends	4,484

FY2023

From:		
10149040-588802	Contingency	(\$4,484)
To:		
10142050-519050	Stipends	4,484

FY2022

From:		
10142050-566900	Other Supplies	(\$500)
10142050-588090	Travel	(400)
To:		
10142050-555305	Online Services	\$900

18. To consider, and if appropriate, approve a request from the Town Clerk for the following budget transfer for FY22:

From:		
10141080-533570	Computer Indexing	(\$128)
10141080-555400	Advertising, Printing, Binding	(443)
10141080-566100	Office Supplies	(23)
10141080-588630	Vital Statistics	<u>(212)</u>
		(\$ 806)
To:		
10141080-533300	Professional Development	\$ 806

19. To consider, and if appropriate, approve the following FY22 transfers from the Finance Director:

Probate Court

From:		
10141110-555300	Communications	(\$205)
To:		
10141110-555200	Property, Auto, Gen. Liability Ins.	205

Board of Finance

From:		
10141030-533260	Audit	(\$1,435)
To:		
10141030-555400	Advertising, Printing & Binding	\$1,435

Municipal Insurance

From:		
10149030-588140	Insurance Damage	(\$14,202)
To:		
10149030-555200	Property Insurance	14,202

Special Detail

To consider, and if appropriate, approve the resolution below to increase the FY22 budget to cover police special detail costs, offset through higher than budgeted revenues.

Resolved: That the Board of Finance recommends to the RTM an increase in appropriations for the Fiscal Year 2022 General Fund Budget from \$120,965,315 to \$121,239,315. This increase will be funded through increased estimated revenue resulting from special detail receipts.

Increase:

10142010-420450	Special Wages Police	\$274,000
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Increase:

10142020-518500	Police Special Detail	\$274,000
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Expenses and Claims and Legal Fees

From:

10149040-588802	Contingency	(\$44,000)
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10141070-588620	Tax Appeals	(37,000)
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(\$81,000)

To:

10141090-533550	Legal	\$23,000
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10141090-533660	Expenses & Claims	<u>58,000</u>
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\$81,000

20. Any other business to come before the RTM.

21. Adjournment

Dennis T. Flanigan, Moderator

Dated this 30th day of August, 2022