

**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. VAILETTE



EX-OFFICIO
JAMES B. COSGROVE,
First Selectman

CLERK
LISA E. ARPIN, CMC CCTC
Town Clerk

**BOARD OF FINANCE
Minutes
January 30, 2023**

RECEIVED
FEB 07 REC'D
BRANFORD TOWN CLERK

The Board of Finance held a regular meeting on Monday, January 30, 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: Joseph Mooney, Chairman, Victor Cassella, Harry DiAdamo, Pamela DeLise, Charles Shelton and Jeffrey Vailette. Also present were First Selectman James Cosgrove, Jim Finch, Finance Director, Kathryn LaBanca, Assistant Finance Director, Deborah Conklin, Treasurer and Lisa Arpin, Town Clerk. RTM reps in attendance were Judith Barron, Don Conklin, Dennis Flanigan, Kevin Healy, Chris Hynes, Frank Twohill and Carolyn Sires.

1. The Board unanimously approved the minutes of the November 28, 2022 meeting by motion from Mr. Shelton, seconded by Ms. DeLise.
2. There were no citizen's communications or comments.
3. To hear a presentation of the FY2021 Audit by CliftonLarsonAllen LLP.

The Board heard a presentation of the fiscal year ended June 30, 2021 audit and opinion on the financial statements by Ronald Nossek, CPA of Clifton, Larson, Allen, LLP. Mr. Nossek covered the audit scope referencing the attached slide deck handout covering financial highlights, reporting requirements, reporting results and required standardized communications.

From a reporting results perspective under Generally Accepted Auditing Standards, there is an unmodified and clean audit opinion on the financial statements and they fairly represent the financial position and results of operation of the Town with no material weaknesses and no instances of non-compliance. (Slide 5.) There is a clean report with no instances of non-compliance deficiencies in internal control in the Federal Single Audit (Slide 7) and State Single Audit (Slide 8). Under Uniform Guidance Federal and State grant auditing (slide 6), unmodified opinions issued on compliance requirements, there were no material weaknesses and no instances of non-compliance relative to the grants tested (programs listed on slide 6). Internal controls had no material weaknesses noted during the performance of testing.

From a reporting perspective (slide 8,) the unassigned fund balance as of 6/30/2021 is \$36,145,295 or 31% of budgetary expenditures with a net change of \$4,412,488 to fund balance over prior year. Expenditures were less than expected, and revenue exceeded budget. Net pension liability decreased \$2,673,228 to a liability at year-end of \$39,842,486, consisting mostly of the State MERS plan. The Police Pension Plan (Slide 11) liability is \$7,139,246 or a funded percentage of 80.85%. The Volunteer Fire Pension Plan (Slide 12) net pension liability is \$57,753 or a 96.28 percentage of funding. The MERS Pension Plan (Slide 13) liability is \$32,645,487 or 71.18% funded ratio. The OPEB Plan (Slide 14) went from a \$294,647 liability at the end of 2020 to a \$10,325,482 asset in 2021 (138% funded!) Mr. Nossek applauded the Town on OPEB now being fully funded.

Under AICPA, the auditor is required to communicate areas where management is showing bias, and in all of the areas shown on Slide 15 there were no issues during the course of the audit. Mr. Nossek ended the presentation with an apology for the delay in the audit results, as it was due to attrition of their staffing of the audit team, and not due to any deficiencies of or by the Town. Field work is set to begin in March for the FY2022 audit, and the plan is to report back to the Board in the spring. CliftonLarsonAllen is provider of audits for about 50 Connecticut towns.

4. Per Chairman Mooney agenda item #11 was moved up on the agenda and heard as Item #4: To consider and, if appropriate, approve an employment contract between the Town of Branford and Fire Chief Thomas Mahoney.

First Selectman Cosgrove and Fire Commissioner Robert Massey presented the changes to the agreement as previously distributed to members of the Board. The Fire Chief's title is changed to Fire Chief, Emergency Management Director. The salary adjustment for this fiscal year increases from \$122,652 to \$134,452, no longer including individual stipends.

Mr. Valette made the motion to approve the contract, seconded by Mr. Cassella. The contract as proposed was approved unanimously.

5. Registrar of Voters Daniel Hally and Darren Lawler presented their budget transfer as indicated below. Finance Director Jim Finch reported the contingency balance of \$692,621 pending approval of this meeting's agenda items.

From:		
10149040-588802	Contingency	(\$57,612)
To:		
10141120-566900	Other Supplies	\$7,547
10141120-517630	Election Workers	45,925
10141120-566920	Meal Supplies	174
10141120-544300	Repairs & Maintenance	3,211
10141120-518000	Overtime	370
10141120-588090	Travel	<u>385</u>
	Total	\$57,612

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

RESOLVED: That the Board of Finance recommends to the RTM the approval of a \$57,612 transfer in the Registrar of Voters budget for FY2023.

6. The Board heard a transfer request from Peter Cimino, Human Services Director for the following transfer:

From:		
21844010-555200	Property, Liability	(\$3,436)
21844010-533900	Other Purchase Services	<u>(1,000)</u>
	Total	(\$4,436)
To:		
21844010-579300	Furniture & Fixtures	\$3,436
21844010-526100	Uniforms/Clothing	<u>1,000</u>
	Total	\$4,436

Mr. Cassella made a motion to approve the budget transfer, seconded by Mr. Shelton. The transfer passed unanimously.

RESOLVED: That the Board of Finance recommends to the RTM the approval of a \$4,436 transfer in the Human Services budget for FY2023.

7. Richard Shanahan, Open Space Chair presented the need for increased funding for the Pine Gutter Brook Channel Restoration Project (upstream from the Supply Pond) as per the attached report. Q&A followed, and Chairman Mooney read the transfers and resolution for the Open Space Fund:

Open Space Fund Transfer

Increase:		
20545050-480296	Appropriation from Fund Balance	\$60,000
To:		
20545050-599110	Transfer Out 700 Fund	60,000

Capital Fund – Appropriation Increase

Increase:		
70090000-490010	Transfer In	\$60,000
Increase:		
70045050-579480-23310	Parks & Open Space Repairs/Improvements	60,000

RESOLVED: That the Board of Finance recommends to the RTM an increase in the total appropriation for the fiscal year 2022-2023 Open Space Fund Budget from \$63,051 to \$123,051. The additional appropriation will be funded from the Open Space fund balance and be used to fund the Pine Gutter Brook Restoration Project.

Motion to approve the request and said resolution was made by Mr. Vailette, seconded by Mr. DiAdamo. Vote was unanimous.

Mr. Shanahan presented this second Open Space transfer request to rebalance the budget, noting the capital outlay item is being reduced from \$3,000 to \$1,500, bringing the total transfer from \$6,000 to \$4,500, as follows:

Open Space Transfer Request

From:

20545050-566900	Other Supplies	\$ 3,000
20545050-579400	Capital Outlay	3,000 1,500

To:

20545050-544300	Purchased Services Repair & Maintenance	\$ 6,000 4,500
-----------------	---	---------------------------

Motion to approve the request and resolution was made by Mr. Cassella, seconded by Ms. DeLise. Vote was unanimous.

RESOLVED: That the Board of Finance recommends to the RTM the \$4,500 transfer in the Open Space Fund budget for FY2023.

8. To consider, and if appropriate, approve a request from the Town Engineer to increase the Main Street Reconstruction appropriation for Consulting Services from \$250,000 to \$650,000 which is included in agenda item #8 (now item #9 and was included in the vote during item #9.)

A presentation was made by Town Engineer John Hoeffler regarding the increased scope of work for the Main Street Reconstruction project making it necessary to increase the appropriation for consulting services. It was clarified that the original \$250,000 for consulting services was previously approved by the Board, and that this is an increase to \$650,000 which would be the only local share portion of the project, as LOTCIP does not cover consulting services. Weston & Sampson provided a cost estimate in June of 2020 for \$2,500,000 (attached) then in May of 2022 estimated total project costs at approximately \$8.2 million to include increased scope of work including ADA improvements and necessary full sidewalk reconstruction. The reconstruction spans from Laurel Street where it meets South Main Street to Chestnut Street involving utility relocation, road reconstruction, resetting granite curbing, drainage improvement, landscape, lighting, pedestrian lighting and audible pedestrian signals, and ADA compliance standards in addition to the rebuilt sidewalk system. Construction is proposed to begin in 2024 for an entire construction season. Mr. Finch clarified that the transfer funding was originally a bond authorization we are amending an existing resolution. Agenda items 7 & 8 on the agenda go together (and are now #8 and #9.) We are increasing the bonding to \$8.2 million and the \$650,000 is the local share for consulting services and the only dollars to be taxed for, as the rest will be covered by the LOTCIP grant. Reference was made to Mr. Finch's letter (attached) as a supplement to the Town Engineer's request to incorporate the changes in scope of the project.

After Q&A discussion on the presentation, Mr. Valette made a motion to approve the appropriation to \$650,000 for consulting services, seconded by Ms. DeLise. The vote was unanimous.

9. After Town Engineer Hoefflerle presented the scope of the project as well as the increase in the ask for consulting services for the Main Street project, Chairman Mooney introduced the resolution which was previously distributed to the Board, available to the public on the Town's website and also in the Town Clerk's office. Chairman Mooney read the following resolution:

To consider and act on the following proposed resolution:

"A RESOLUTION AMENDING "RESOLUTION APPROPRIATING \$2,750,000 FOR MAIN STREET ROAD AND RELATED IMPROVEMENTS AND AUTHORIZING THE ISSUE OF \$2,750,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE" TO INCREASE THE SCOPE OF THE PROJECT AND INCREASE THE APPROPRIATION AND BOND AUTHORIZATION THEREIN BY AN ADDITIONAL \$5,550,000"

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

Chairman Mooney asked if there is a motion to waive the reading of the entitled resolution, incorporating its full text into the minutes of this meeting. Motion to waive the reading of the resolution, incorporating its full text into the minutes of this meeting (attached) made by Mr. DiAdamo, seconded by Mr. Shelton. The full Board was in agreement with waiving the reading of the full resolution.

After a discussion on the resolution, Mr. Cassella moved said resolution, a copy of which is attached hereto, be adopted as introduced and the motion was seconded by Mr. Vailette. The vote was unanimous and Chairman Mooney declared the motion carried and the resolution adopted.

10. Chairman Mooney read the following resolution:

To consider and, if appropriate, act on the following proposed resolution:

"RESOLUTION AUTHORIZING AN APPROPRIATION OF \$325,000 FOR THE POLICE HEADQUARTERS RENOVATION PROJECT AND THE FINANCING OF SAID APPROPRIATION BY THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE TOWN AND NOTES IN ANTICIPATION OF SUCH BONDS IN AN AMOUNT NOT TO EXCEED \$325,000 THEREFOR"

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

Police Chief Jon Mulhern and Deputy Police Chief John Alves, accompanied by First Selectman Cosgrove, gave a presentation on the proposed remediation of the Police Station project. A presentation handout was distributed to Board members at the meeting (attached.) First Selectman Cosgrove reminded the Board that two years ago there were a number of small

projects tied to the police department/building through the General Government Buildings budget and took a comprehensive look at the building and had the department evaluate their needs. Appropriations earmarked for those projects were put into the police pension to offset future liabilities. An architect was engaged for \$75,000 and conducted a feasibility study of the building and operational needs. This new \$325,000 funding request is to carry on those efforts with Jucunski Humes Architects and construction manager, Downes Construction working together on design development. Chiefs Alves and Mulhern talked about their needs, efficiency of space usage and condition of the building referencing photos in their handout to the Board. It is anticipated the project ultimately will come in the range of \$10 to 15 million estimate. There was a discussion regarding a different centrally located site-appropriate building and its significant costs vs. the current building built in 1995 taking into consideration future needs of the agency.

After open discussion and Q&A, Chairman Mooney re-introduced the resolution which was previously distributed to the Board, available to the public on the Town's website and also in the Town Clerk's office. Chairman Mooney asked if there is a motion to waive the reading of the entitled resolution, incorporating its full text into the minutes of this meeting. Motion to waive the reading of the resolution, incorporating its full text into the minutes of this meeting made by Mr. Cassella, seconded by Mr. Shelton. The full Board was in agreement with waiving the reading of the full resolution.

After waiving of the full reading of the resolution, Mr. Valette moved said resolution, a copy of which is attached hereto, be adopted as introduced and the motion was seconded by Mr. Shelton. The vote was unanimous and Chairman Mooney declared the motion carried and the resolution adopted.

- II. To hear a presentation regarding a funding strategy for a Solid Waste Sinking Fund and, if appropriate, approve the corresponding transfers and resolutions.

Finance Director Jim Finch spoke on the funding sources set up in order to execute the RFP and agreement. First Selectman Cosgrove introduced Paul Muniz, Chairman of the Solid Waste Commission who gave an overview on the changes of economics of recycling and curbside collection including single stream and automated collection methods. In the past, recycling realized a revenue stream to the Town, however the reason we were seeing increased costs is principally due to the change in economics of recyclable materials in the market. The Solid Waste Management Commission has not begun negotiations with a new vendor, however our current contract expires 6/30/23 and is the largest outside contractor expenditure for the Town. The new contractor would provide an automated one-armed system with one driver to empty wheeled receptacle carts, replacing the current manual three-man system. Five years ago we received one bid. The current low bid is an increase of approximately 20% which does not include capital equipment (carts) to 8,900 households. After Q & A the resolutions and transfers were read and acted upon.

Resolution for Creating the Solid Waste & Recycling Equipment Fund

Resolved: That the Board of Finance authorizes and recommends to the RTM the establishment of the Solid Waste and Recycling Equipment Sinking Fund. After Chairman Mooney read the resolution, Mr. Vailette moved said resolution, seconded by Mr. Cassella. The resolution passed unanimously.

ARPA Fund Appropriation

Resolved: That the Board of Finance recommends to the RTM an increase in the FY2023 ARPA Fund budget from \$2,727,000 to \$3,652,000. This appropriation will be used to fund single stream recycling bins and will be funded through an appropriation from the ARPA fund balance.

Increase:

26090000-480296-23813	Fund Balance Transfer	\$925,000
-----------------------	-----------------------	-----------

Increase:

26041020-579250-23813	Recycling & Solid Waste Equipment	925,000
-----------------------	-----------------------------------	---------

Mr. Cassella made the motion to move this transfer of \$925,000, seconded by Mr. Vailette. The vote was unanimous to approve the transfer.

Capital Transfer

From:

70043040-579400-22330	Transfer Station Improvements	\$323,101
-----------------------	-------------------------------	-----------

70043040-599139-22330	Transfer to Fund 721	323,101
-----------------------	----------------------	---------

Mr. Shelton made the motion to move this transfer of \$323,101, seconded by Ms. DeLise. The vote was unanimous to approve the transfer.

General Fund Contingency Transfer

From:

10149040-588802	Contingency	\$100,000
-----------------	-------------	-----------

To:

10150000-599139	Transfer to Fund 721	\$100,000
-----------------	----------------------	-----------

Mr. Vailette made the motion to move this transfer of \$100,000, seconded by Mr. Cassella. The vote was unanimous to approve the transfer.

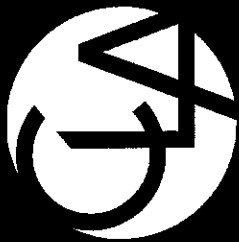
12. As per the attached revision to 2023 Board of Finance schedule of March budget hearings, a motion to approve made by Ms. DeLise, seconded by Mr. Vailette. The revision to the schedule was approved unanimously.

13. Adjournment at 9:25 p.m. by motion from Ms. DeLise, seconded by Mr. Vailette.

Dated this 7th day of February, 2023.



Lisa E. Arpin, CMC CCTC
Board of Finance Clerk



Town of Branford, CT 2021 Audit Results Presentation

January 30, 2023

WEALTH ADVISORY | OUTSOURCING | AUDIT, TAX, AND CONSULTING

Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor

© 2023 CliftonLarsonAllen LLP

Agenda

- Audit Scope
- Reporting Results
- Financial Highlights
- Required Communications
- Contact Information



Audit Scope

- Audit work is performed under:
 - Generally Accepted Auditing Standards (GAAS)
 - Express opinion on whether the basic financial statements are presented in accordance with Generally Accepted Accounting Principals (GAAP).
 - Generally Accepted Governmental Auditing Standards (GAGAS)
 - Provide a report on internal control over financial reporting and on compliance with laws, regulations, contracts and grants.



Audit Scope

- Under Uniform Guidance (Federal Single Audit) and State of Connecticut Single Audit Act
 - Express an opinion on compliance related to major federal award programs.
 - Provide a report on internal control over compliance related to major federal award programs.

Reporting Results

- Under Generally Accepted Auditing Standards
 - Unmodified opinions on the financial statements as of and for the year ended June 30, 2021.
- Under Generally Accepted Governmental Auditing Standards
 - Report on internal control over financial reporting
 - We noted no matters that we considered to be a material weaknesses.
 - Report on compliance with laws, regulations, contracts and grants
 - The results of our tests disclosed no instances of noncompliance.

Reporting Results

- Under Uniform Guidance (Federal Single Audit) and State of Connecticut Single Audit Act
 - Opinion(s) on compliance requirements related to major federal programs and major state programs
 - Unmodified opinions on compliance requirements.
 - Federal Programs
 - Child Nutrition Cluster
 - COVID 19 – Coronavirus Relief Funds
 - State Programs
 - DOE: Open Choice
 - DPH: School Based Health Clinics
 - DOT: Town Aid Road- STO and Municipal Grants
 - OPM: Reimbursement Towns – Private Tax-Exempt Property



Reporting Results

- Under Uniform Guidance (Federal Single Audit) and State of Connecticut Single Audit Act
 - Reports on internal control over major federal program compliance requirements and state major program compliance requirements
 - The results of our tests disclosed no instances of non-compliance.



- Balance Sheet 6/30/2021**
- Unassigned fund balance in the general fund at 6/30/2021 was \$36,145,295. That amount represents 31% of total budgetary expenditure and transfers out.
 - Overall fund balance increased \$4,412,448 in the General Fund for the fiscal year.

ASSETS	General	Capital Projects	ARPA Fund	Nonmajor Governmental Funds	Total Governmental Funds
Cash and cash equivalents	\$ 62,549,448	\$ 25,885,930	\$ 4,128,511	\$ 17,196,086	\$ 109,679,976
Investments	-	-	-	788,129	788,129
Receivables, net	6,889,501	7,587,776	-	2,374,338	16,851,615
Due from other funds	-	6,576,502	-	133,863	6,710,365
Inventories	-	-	-	18,372	18,372
Other assets	234,221	-	-	-	234,221
Total Assets	\$ 71,643,171	\$ 39,950,208	\$ 4,128,511	\$ 20,430,768	\$ 136,152,678
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES					
Liabilities:					
Accounts and other payables	\$ 5,988,756	\$ 5,211,484	\$ -	\$ 862,721	\$ 12,042,963
Due to other funds	4,791,314	-	-	1,984,857	6,786,671
Unearned revenue	893,440	-	4,128,511	451,193	5,463,144
Other	81,688	-	-	-	81,688
Total liabilities	11,855,211	5,211,484	4,128,511	3,338,471	24,373,677
Deferred Inflows of Resources:					
Unavailable revenue - property taxes	\$ 1,123,990	-	-	-	\$ 1,123,990
Unavailable revenue - interest on property taxes	2,523,942	-	-	-	2,523,942
Unavailable revenue - special assessments	-	-	-	486,838	486,838
Unavailable revenue - grant receivables	-	6,121,636	-	307,296	6,429,118
Unavailable revenue - loans receivable	-	-	-	262,044	262,044
Advance property tax collections	10,635,310	-	-	-	10,635,310
Total deferred inflows of resources	14,283,242	6,121,636	-	1,056,175	25,503,243
Fund Balances:					
Nonspendable	294,221	-	-	119,102	353,323
Restricted	-	28,616,898	-	9,611,417	38,228,315
Committed	462,594	-	-	6,840,213	7,082,787
Assigned	4,802,618	-	-	-	4,802,618
Unassigned	36,145,295	-	-	(36,594)	35,808,705
Total fund balances	41,664,718	28,616,898	-	15,984,142	86,275,753
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 71,643,171	\$ 39,950,208	\$ 4,128,511	\$ 20,430,768	\$ 136,152,678



Components of the General Fund for financial reporting

- For financial reporting purposes; in accordance with accounting standards, certain funds do not meet the definition of a special revenue fund and as such are consolidated into the General Fund for financial reporting purposes.

	General	Surety Bond Fund	Board of Education Severance Fund	Lease Fund	Eliminations	Total General Fund
Revenues:						
Property taxes	\$ 108,177,390	\$ -	\$ -	\$ -	\$ -	\$ 108,177,390
Intergovernmental	11,654,134	-	-	-	-	11,654,134
Charges for services	5,110,647	-	-	-	-	5,110,647
Income on investments	80,828	-	56	-	-	80,884
Miscellaneous	2,448,317	-	-	960	-	2,449,277
Total revenues	127,471,316	-	56	960	-	127,472,332
Expenditures:						
Current:						
General government	5,169,712	-	-	-	-	5,169,712
Public safety	13,965,539	-	-	-	-	13,965,539
Public works and highway	5,738,656	-	-	136,407	-	5,875,063
Parks, recreation and libraries	2,848,490	-	-	-	-	2,848,490
Health and human services	630,322	-	-	-	-	630,322
Education	65,970,543	-	-	256,663	-	66,227,206
Pension and insurance	14,163,969	-	-	-	-	14,163,969
Debt service	7,690,465	-	-	385,180	-	8,075,645
Total expenditures	116,227,596	-	56	385,180	-	116,612,732
Excess (Deficiency) of Revenues over Expenditures	10,943,721	-	56	(384,220)	-	10,559,557
Other Financing Sources (Uses):						
Transfers in	1,325,079	-	-	517,000	(517,000)	1,325,079
Transfers out	(8,697,769)	-	-	-	517,000	(7,520,769)
Refunding bond premiums	539,607	-	-	-	-	539,607
Proceeds from refunding bond issuance	5,400,000	-	-	-	-	5,400,000
Payments to escrow agents	(6,900,027)	-	-	-	-	(6,900,027)
Total other financing sources (uses)	(6,854,109)	-	-	517,000	-	(6,337,109)
Net Change in Fund Balances	4,269,612	-	56	122,780	-	4,412,448
Fund Balances at Beginning of Year	36,882,522	-	2,114	357,634	-	37,242,270
Fund Balances at End of Year	\$ 41,152,134	\$ -	\$ 2,170	\$ 480,414	\$ -	\$ 41,634,716



Governmental Activities – Long Term Debt

- The Net Pension Liability decreased during the year \$2,673,228 to a liability at year end of \$39,842,486. The primary component of that liability is the State MERS plan which was \$32,645,487 at year end.
- The Net OPEB liability as of year end is a Net OPEB asset of \$10,325,482 thus the liability at the beginning of the fiscal year was erased.

Long-term liability activity for the year ended June 30, 2021 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
Bonds payable:				
General obligation bonds	\$ 82,100,000	\$ 13,105,000	\$ 4,850,000	\$ 90,355,000
Clean water notes	5,937,636	-	5,937,636	-
Bond premiums	2,524,600	1,887,585	714,525	3,697,660
Total bonds and notes payable	90,562,236	14,992,585	11,502,161	94,052,660
Landfill closure	883,500	-	-	883,500
Net pension liability	42,515,714	-	2,673,228	39,842,486
Net OPEB liability	294,647	-	294,647	-
Compensated absences	4,360,839	-	812,985	3,547,854
Risk management claims	5,192,238	11,457,526	11,530,538	5,111,226
Notes payable	250,000	-	125,000	125,000
Total Governmental Activities	\$ 144,059,174	\$ 26,450,111	\$ 26,946,559	\$ 143,562,726
Long-Term Liabilities				

RSI – Police Pension Plan

© 2021 CliftonLarsonAllen LLP

	2014	2015	2016	2017	2018	2019	2020	2021
Total pension liability:								
Service cost	\$ 579,898	\$ 600,194	\$ 621,201	\$ 586,875	\$ 586,875	\$ 437,672	\$ 615,498	\$ 715,518
Interest	1,838,139	1,906,563	1,990,048	2,058,756	2,140,743	2,207,541	2,330,759	2,362,619
Changes of benefit terms	-	-	(680,737)	-	1,920,908	-	13,874	-
Differences between expected and actual experience	-	-	991,551	-	706,596	-	(219,286)	-
Changes of assumptions	(1,519,089)	(1,400,589)	(1,564,499)	(1,644,784)	(1,602,870)	(1,740,559)	(2,014,458)	(2,814,444)
Benefit payments, including refunds of member contributions	888,948	1,106,188	1,357,584	1,000,847	3,752,252	1,749,571	736,207	263,693
Net change in total pension liability	26,425,916	27,324,864	28,431,052	29,788,846	30,789,493	34,541,745	36,291,316	37,017,523
Total pension liability - beginning	27,324,864	28,431,052	29,788,846	30,789,493	34,541,745	36,291,316	37,017,523	37,281,216
Total pension liability - ending								
Plan fiduciary net position:								
Contributions - employer	920,000	898,000	910,500	914,742	1,911,494	1,489,164	1,095,000	1,560,019
Contributions - member	282,016	301,069	280,850	258,782	211,905	243,220	399,582	372,327
Net investment income	2,255,488	40,613	149,903	1,542,864	776,539	1,202,629	(96,999)	5,802,572
Benefit payments, including refunds of member contributions	(1,519,089)	(1,400,589)	(1,564,499)	(1,644,784)	(1,602,870)	(1,740,559)	(2,014,458)	(2,814,444)
Other	-	-	-	-	-	886,740	-	-
Net change in plan fiduciary net position	1,938,335	(160,887)	(223,246)	1,071,604	1,286,158	2,081,194	(606,874)	4,920,474
Plan fiduciary net position - beginning	19,829,212	21,763,547	21,602,660	21,379,414	22,451,018	23,747,176	25,828,370	25,221,496
Plan fiduciary net position - ending	21,763,547	21,602,660	21,379,414	22,451,018	23,747,176	25,828,370	25,221,496	30,141,970
Net Pension Liability - Ending	\$ 5,581,317	\$ 6,828,392	\$ 8,409,232	\$ 8,338,475	\$ 10,794,559	\$ 10,462,946	\$ 11,796,027	\$ 7,139,246
Plan fiduciary net position as a percentage of the total pension liability	79.65%	75.98%	71.77%	72.92%	66.75%	71.17%	68.13%	80.85%
Covered payroll	\$ 3,462,045	\$ 3,462,045	\$ 3,576,246	\$ 3,576,246	\$ 2,671,132	\$ 3,806,985	\$ 4,431,836	\$ 4,609,109
Net pension liability as a percentage of covered payroll	160.64%	197.24%	235.14%	233.16%	404.12%	274.84%	266.17%	154.89%



RSI – Volunteer Fire Pension Plan

©2021 CliftonLarsonAllen LLP

	2015	2016	2017	2018	2019	2020	2021
Total pension liability:							
Service cost	\$ 13,044	\$ 18,559	\$ 19,116	\$ 20,274	\$ 20,496	\$ 23,451	\$ 23,708
Interest	77,644	80,186	84,136	86,666	90,917	95,109	100,523
Differences between expected and actual experience	(34,725)	-	(733)	-	(26,189)	-	(74,479)
Changes of assumptions	16,764	-	23,148	-	67,308	-	(2,302)
Benefit payments, including refunds of member contributions	(40,957)	(42,937)	(42,936)	(46,584)	(41,745)	(36,520)	(34,478)
Net change in total pension liability	31,770	55,808	82,731	60,356	110,779	82,040	12,972
Total pension liability - beginning	1,116,290	1,148,060	1,203,868	1,286,599	1,346,955	1,457,734	1,538,774
Total pension liability - ending	1,148,060	1,203,868	1,286,599	1,346,955	1,457,734	1,539,774	1,552,746
Plan fiduciary net position:							
Contributions - employer	62,000	348,000	66,000	87,000	87,000	87,299	87,000
Net investment income (loss)	(192)	2,651	66,884	35,625	54,293	(2,554)	282,330
Benefit payments, including refunds of member contributions	(40,957)	(42,937)	(42,936)	(46,584)	(41,745)	(36,520)	(34,478)
Net change in plan fiduciary net position	20,851	307,714	109,948	76,041	99,548	48,225	334,852
Plan fiduciary net position - beginning	497,614	518,665	826,379	936,327	1,012,368	1,111,916	1,160,141
Plan fiduciary net position - ending	518,665	826,379	936,327	1,012,368	1,111,916	1,160,141	1,494,993
Net Pension Liability - Ending	\$ 629,395	\$ 377,489	\$ 350,272	\$ 334,587	\$ 345,818	\$ 379,633	\$ 57,753
Plan fiduciary net position as a percentage of the total pension liability	45.18%	68.64%	72.78%	75.16%	76.28%	75.34%	96.28%
Covered payroll	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net pension liability as a percentage of covered payroll	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%



RSI – Municipal Employees Retirement System (MERS)

© 2021 CliftonLarsonAllen LLP

	2015	2016	2017	2018	2019	2020	2021
Town's proportion of the net pension liability	3.57%	3.29%	3.22%	3.35%	3.07%	2.94%	2.93%
Town's proportionate share of the net pension liability	\$ 3,519,712	\$ 6,345,626	\$ 10,725,931	\$ 8,314,503	\$ 29,349,746	\$ 30,340,054	\$ 32,645,487
Town's covered payroll	\$ 16,787,032	\$ 18,444,678	\$ 18,428,703	\$ 19,160,897	\$ 19,552,183	\$ 19,967,045	\$ 19,919,543
Town's proportionate share of the net pension liability as a percentage of its covered payroll	20.97%	34.40%	58.20%	43.39%	150.11%	151.95%	163.89%
Plan fiduciary net position as a percentage of the total pension liability	99.48%	92.72%	88.29%	91.68%	73.60%	72.69%	71.18%



RSI – OPEB Plan

©2021 CliftonLarsonAllen LLP

	2017	2018	2019	2020	2021
Total OPEB liability:					
Service cost	\$ 808,381	\$ 838,885	\$ 884,463	\$ 1,011,077	\$ 1,053,548
Interest	1,849,266	1,863,984	2,066,626	1,997,540	2,119,102
Differences between expected and actual experience	124,790	29,728	(2,500,898)	86,501	(2,911,119)
Changes of assumptions	-	-	917,229	-	(3,855,923)
Benefit payments	(1,035,117)	(1,070,868)	(1,652,303)	(1,096,643)	(1,342,019)
Net change in total OPEB liability	1,747,290	1,761,861	(284,864)	1,948,475	(5,036,413)
Total OPEB liability - beginning	27,035,934	28,783,224	30,544,885	30,260,001	32,208,478
Total OPEB liability - ending	28,783,224	30,544,885	30,260,001	32,208,476	27,172,063
Plan fiduciary net position:					
Contributions - employer	2,218,607	2,218,026	8,141,374	8,608,044	2,346,149
Contributions - TRB subsidy	25,410	64,570	51,480	53,020	56,870
Net investment income	1,090,779	862,753	841,537	(140,172)	4,522,716
Benefit payments	(1,035,117)	(1,070,896)	(1,652,303)	(1,096,643)	(1,342,019)
Net change in plan fiduciary net position	2,297,679	1,874,853	7,382,088	8,425,249	5,583,716
Plan fiduciary net position - beginning	11,934,160	14,231,839	16,106,482	23,488,580	31,913,829
Plan fiduciary net position - ending	14,231,839	16,106,482	23,488,580	31,913,829	37,497,545
Net OPEB Liability - Ending	\$ 14,551,385	\$ 14,438,383	\$ 6,771,421	\$ 294,647	\$ (10,325,482)
Plan fiduciary net position as a percentage of the total OPEB liability	49.44%	52.73%	77.62%	99.06%	138.00%
Covered-employee payroll	\$ 48,561,870	\$ 51,420,440	\$ 44,608,973	\$ 46,214,896	\$ 48,157,107
Net OPEB liability as a percentage of covered-employee payroll	29.36%	28.06%	15.18%	0.64%	-22.37%



Required Communications

- Qualitative aspects of accounting practices
- Difficulties encountered in performing the audit
- Uncorrected misstatements
- Corrected misstatements
- Disagreements with management
- Management representations
- Management consultations with other independent accountants



Required Communications

- Significant issues discussed with management prior to engagement
- Significant findings or issues that were discussed, or the subject of correspondence with management
- Other audit findings or issues
- Other information in documents containing audited financial statements



Contact Information

- Key Engagement Team Members
 - Ronald W. Nossek, CPA – Engagement Principal
 - Phone: 401-330-2743
 - Email: ronald.nossek@claconnect.com
 - Michael Popham, CPA – Engagement Director
 - Phone: 860-570-6391
 - Email: michael.popham@claconnect.com



Questions?



CLAconnect.com



WEALTH ADVISORY | OUTSOURCING | AUDIT, TAX, AND CONSULTING

Investment advisory services are offered through CliffordLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor

BOARD OF SELECTMEN

BRANFORD, CONNECTICUT

Item #4

JAMES B. COSGROVE
First Selectman

ANGELA M. HIGGINS
RAYMOND E. DUNBAR, JR



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

Date: January 27, 2023
To: Joseph Mooney
Board of Finance
From: James Cosgrove
First Selectman
Re: Fire Chief/ Emergency Management Director
Employment Agreement

RECEIVED
2023 JAN 30 A 9:11
M. J. Cosgrove
First Selectman

Chairman Mooney,

I respectfully request the Board of Finance review and act upon the proposed employment agreement between the Town of Branford and Thomas Mahoney, Fire Chief/Emergency Management Director. The term of the agreement is from March 1, 2023 and will end on June 30, 2026. I have attached a copy of the proposed agreement. For the Board's convenience, the changes from the previous agreement are limited to the following:

- Title change from Fire Chief/Deputy Fire Marshall to Fire Chief/ Emergency Management Director.
- Base FY '23 salary adjusted from \$122,652.14 to \$134,452.14. However, the annual stipends; longevity (\$1,000), Fire Marshall (\$2,400), & Paramedic (\$5,000) are removed moving forward. Therefore, the total compensation increase is just below 2.6%.
- Ability to use up to 3 Sick Days as Personal Days.

Chief Tom Mahoney has performed his duties in an exemplary fashion. Tom's leadership, knowledge, and professionalism is an asset to the Branford Fire Department, the Town and the community at large. I believe that this a fair and reasonable agreement.

Thank you for your consideration.

Sincerely,

Jamie Cosgrove

Cc: Robert Massey, Chairman, Board of Fire Commissioners
Margaret Lubberda, Director of Human Resources
Thomas Mahoney, Fire Chief

**EMPLOYMENT AGREEMENT OF THOMAS MAHONEY
AS
FIRE CHIEF/ EMERGENCY MANAGEMENT DIRECTOR
TOWN OF BRANFORD, CONNECTICUT**

RECEIVED

2023 JAN 30 A 9:12

John D. ...
TOWN OF BRANFORD, CONNECTICUT

This Employment Agreement (this "Agreement") is made by and between the Town of Branford (the "Town"), acting herein through its Board of Fire Commissioners (the "Commission"), and Thomas Mahoney ("Fire Chief/Emergency Management Director" or "Fire Chief/EMD" or "Mr. Mahoney").

WHEREAS, the Town desires to employ Mr. Mahoney as its Fire Chief/Emergency Management Director to serve in such capacity in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the premises and mutual promises contained in this Agreement, it is agreed:

ARTICLE 1. TERM OF AGREEMENT

The term of employment under this Agreement shall commence on March 1, 2023 and end on June 30, 2026, unless extended in writing by the parties hereto or terminated sooner in accordance with the termination provisions of this Agreement.

ARTICLE 2. TERMINATION OF EMPLOYMENT

A) The Town and the Fire Chief/Emergency Management Director may terminate, amend or extend this Agreement, in writing at any time by mutual agreement.

B) The Fire Chief/Emergency Management Director may terminate this Agreement by resignation or retirement, giving as much notice as possible, but in no case less than thirty (30) calendar days.

C) The Fire Chief/Emergency Management Director may be dismissed for just cause in accordance with Connecticut General Statutes §7-302. "Just Cause" shall include, but not be limited to: (1) inefficiency or incompetence in performing in the capacity of Fire Chief/ EMD (2) engaging in an act of moral turpitude; (3) willful misconduct, malfeasance or negligent conduct in the performance of his duties as the Fire Chief/EMD ; (4) engaging in conduct that reflects unfavorably upon the Town and which affects Mr. Mahoney's ability to function as the Fire Chief/EMD; (5) failing to comply with the residency requirement set forth in Article 3 - Residence; and (6) Mr. Mahoney being incapable of fully performing his duties as the Fire Chief/ for a period in excess of twelve (12) workweeks out of any 365-day period.

D) If the Town terminates the employment of the Fire Chief/Emergency Management Director in his capacity of Fire Chief/Emergency Management Director in accordance with Section (C), this Agreement will immediately become null and void.

ARTICLE 3. RESIDENCE

The Fire Chief shall reside within a fifteen (15) mile radius of the geographic borders of the Town. This Agreement shall be terminated if the Fire Chief/ Emergency Management Director at any time during the term of this Agreement, fails to comply with this provision.

ARTICLE 4. DUTIES & RESPONSIBILITIES

The Fire Chief/Emergency Management Director shall be first in command of the fire department reporting directly to the Commission and the First Selectman and his responsibilities shall be, as set forth in the description of Fire Chief/Emergency Management Director will perform legally permissible and proper duties and functions, as the Commission may assign.

ARTICLE 5. COMPENSATION AND ANNUAL REVIEW

Mr. Mahoney's current annual fiscal year Base Salary is \$122,652.14 and will increase effective March 1, 2023 to \$134,452.14 (This increase includes all longevity, paramedic and deputy fire marshal stipends. While Mr. Mahoney continues the Emergency Management Director responsibilities, he will continue to receive a stipend of \$1000.00 per month). There shall be an annual performance review of the Fire Chief/EMD by the First Selectman and by the Commission to measure the Fire Chief/ EMD's attainment of his goals and objectives. The Commission may, in its discretion, recommend to the First Selectman that the Fire Chief/EMD increase the annual salary rate in subsequent fiscal years in consideration for the due and full performance hereunder.

The Fire Chief/EMD understands and agrees that the Base Salary set forth above, and for each subsequent fiscal year, including any other payments made by the Town to the Fire Chief/EMD is contingent upon annual approval of both the First Selectman, Board of Finance and the Representative Town Meeting ("RTM").

ARTICLE 6. DEDUCTIONS

The Fire Chief/ EMD shall authorize applicable deductions from his salary.

ARTICLE 7. FRINGE BENEFITS

1. HEALTH INSURANCE

The Fire Chief/EMD shall be entitled to participate in such medical, dental and hospitalization plans that are offered to other Town of Branford non-unionized Town employees.

When Mr. Mahoney has reached the earlier of age fifty-five (55) with at least ten (10) years of continuous service or fifteen (15) years of aggregate service, or twenty-five (25) years of aggregate service with no age requirement, he and his spouse shall be provided with the medical insurance coverage in effect at the time of retirement provided to non-unionized Town employees. However, said coverage, which will, changed during retirement in accordance with changes made to the medical, dental and hospitalization plans coverage offered to non-unionized Town employees. The cost of the insurance benefits shall be paid 100% by the Town for Mr. Mahoney and 50% by the Town for Mr. Mahoney's spouse. The obligation of the Town to provide or pay for the cost of the benefits set forth herein continues only during the life of Mr. Mahoney until Mr. Mahoney is eligible for Medicare; when eligible

for Medicare, the Town will provide and pay for a supplement to Medicare for Mr. Mahoney during the remainder of his life. Mr. Mahoney and his spouse must at all times remain eligible for these benefits under the regulations of the insurance carrier.

If Mr. Mahoney or his spouse is offered comparable insurance coverage to the insurance coverage being offered and provided by the Town, Mr. Mahoney and his spouse shall not receive the insurance offered and provided by the Town. The Town's insurance broker will determine if the insurance coverage is comparable to the insurance coverage being offered and provided by the Town. If there is a premium share required by the comparable insurance plan, the Town shall reimburse Mr. Mahoney for said cost. If, however, Mr. Mahoney or his spouse thereafter become ineligible for the insurance, Mr. Mahoney and his spouse shall receive the insurance benefits offered by the Town, as set forth in this section.

In the event Mr. Mahoney dies in the line of duty, and his surviving spouse The Town shall pay 50% of the cost of these benefits unless and until his spouse (i) remarries, (ii) has comparable insurance benefits available to her through her employer, as determined by the Town's insurance broker, or (iii) is otherwise ineligible for these benefits under the regulations of the insurance carrier.

If Mr. Mahoney retires from the Branford Fire Department due to a permanent and total disability arising from the performance of his duties as the Fire Chief and he is physically incapable of gainful employment, he and his spouse shall be provided with the medical coverage and premium share offered to non-unionized Town employees. The Commission and/or the First Selectman shall cause Mr. Mahoney to be examined by two reputable medical physicians; one to be selected by Mr. Mahoney and one to be selected by the Commission and/or the First Selectman. If the two medical physicians disagree as to whether Mr. Mahoney is permanently and totally disabled, as set forth above, and physically incapable of gainful employment, the two medical physicians shall agree upon a third reputable medical physician. If two of the medical physicians certify, in writing, that Mr. Mahoney's permanent and total disability, as set forth above, renders him physically incapable of gainful employment, he and his spouse will be provided with the medical insurance coverage and premium share offered to non-unionized employees until Mr. Mahoney is eligible for Medicare. When eligible for Medicare, the Town will provide and pay for a supplement to Medicare for Mr. Mahoney during his remaining life.

2. LIFE INSURANCE /SHORT TERM DISABILITY/LONG TERM DISABILITY.

The Town shall provide and pay for term life insurance in the amount of \$75,000, short term disability as provided to non-union employees and Long Term Disability as deemed appropriate by the Town. The Fire Chief/EMD will receive the same benefits for the Short Term and Long Term Disability as provided to other Directors paid for by the Town of Branford as per the policies in force.

3. UNIFORM ALLOWANCE

The Fire Chief/EMD shall be responsible for maintenance, repair and replacement of his uniform. The Town shall provide Mr. Mahoney with a uniform allowance each fiscal year in the amount of \$800. Payment will be made in the month of July

4. EDUCATIONAL TUITION & INCENTIVE

The Town shall make available to the Fire Chief/ an annual education incentive in an amount up to \$1,500 each fiscal year for courses which are related to fire science or fire service administration or management development and that are pre-approved by and in the sole discretion of the Commission.

5. VACATION

The Fire Chief/ shall receive twenty-five (25) vacation days per fiscal year. The Fire Chief/must gain prior approval from the First Selectman or his/ her designee before taking vacation days. The First Selectman, or his/her designee, may not unreasonably withhold approval of said time. In the event the Fire Chief/ does not use all of his allotted vacation in a fiscal year, he may request approval from the Commission to carry over up to ten (10) vacation days into the next fiscal year; however, the amount of vacation days carried over may never exceed ten (10) vacation days more than the allotted vacation in a fiscal year. Approval of a request to carry over vacation shall be in the sole discretion of the First Selectman must provide notice of an approval to allow a carry over of vacation to the Director of Human Resources or his/her designee. The Fire Chief will use the time and attendance system appointed for us by the Director of Human Resources or his/her designee.

6. HOLIDAYS

The Fire Chief/ shall receive thirteen (13) paid holidays per year in accordance with Town policy.

7. SICK LEAVE

From the time of appointment, Mr. Mahoney shall receive one (1) sick day per month, not to exceed a maximum accumulation of seventy (70) sick days; however, these accumulated days will not be paid out. The Fire Chief/EMD may elect to use annual three sick days as personal days.

8. RETIREMENT

The Fire Chief will continue to be enrolled in MERS Plan B subject to its terms, as may be changed from time to time.

9. VEHICLE

The Town shall provide an unmarked motor vehicle for the Fire Chief/ exclusive use during his employment with the Town. The Town shall be responsible for purchasing, insuring, equipping with fire equipment, maintaining and repairing the Fire Chief/vehicle. The Fire Chief/ shall not permit his spouse, dependent, nor any unauthorized person to drive or use said automobile nor shall the Fire Chief/ use the vehicle for transport to vacation locales. Out of state use of the vehicle may be allowed with prior approval from the Commission. The Town shall not be liable for the loss or damage of any personal property transported in the vehicle. The Fire Chief/ shall be responsible for maintaining any required records of use of the vehicle and will be required to pay taxes as a result of his personal use of the vehicle in accordance with applicable federal and/or state tax laws.

10. PERSONAL LEAVE

The Fire Chief/EMD shall be entitled to two personal leave days in each fiscal year to be used at his discretion. Prior to taking a personal day, the Fire Chief/ must notify the Chairman of the Commission and the First Selectman or his/her designee. Personal days may not be carried over into the next fiscal year. The Director of Human Resources or his/her designee must receive documentation of all personal days taken and the Fire Chief must use the time and attendance system required by the Town.

11. FUNERAL LEAVE

The Fire Chief/ shall be granted up to four (4) days of funeral leave in the event of the death of a member of his immediate family (mother, father, sibling, spouse, son or daughter). Funeral leave of up to two (2) days shall be granted in the event of the death of an in-law (mother-in-law, father-in-law, brother-in-law or sister-in-law). One (1) day of funeral leave shall be granted in the event of the death of any other relative if the funeral takes place on a workday. This leave may be extended at the discretion of the Commission.

ARTICLE 8. . PROFESSIONAL AND BUSINESS EXPENSES

The Town shall reimburse the Fire Chief/ for pre-approved business expenses and training or professional development costs by the Commission and the First Selectman; approval of expenses and training and professional development costs are subject to the Town's budgetary constraints and the discretion of the Commission and the First Selectman.

ARTICLE 9. DEATH

In the event of the death of the Fire Chief/ during the term of this Agreement, the Fire Chief's beneficiary, or his estate, shall within sixty (60) calendar days of death, be paid all monies owed as set forth herein.

ARTICLE 10. SEVERABILITY

In the event that any provision of this Agreement shall be held to be invalid or unenforceable for any reason whatsoever, it is agreed such invalidity or unenforceability shall not effect any other revision of the Agreement and the remaining provisions hereof shall remain in full force and effect.

ARTICLE 11. AMENDMENT

This Agreement may be amended only by an agreement in writing signed by the parties hereto.

ARTICLE 12. ENTIRE AGREEMENT

This Agreement shall be governed by and controlled in accordance with the laws of the State of Connecticut.

ARTICLE 13. GOVERNING LAW

This Agreement contains the entire Agreement of the parties with respect to the Fire Chief employment by the Town and supersedes any prior agreements between the parties.

In witness whereof, the parties hereby execute this Agreement this _____ day of _____ 2023.

James Cosgrove
First Selectman
Town of Branford

Robert Massey, Jr.
Chairman
Board of Fire Commissioners


Thomas Mahoney
Fire Chief/Deputy Fire Marshal
Branford Fire Department

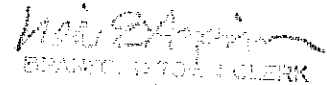
Margaret Luberda
Director of Human Resources
Town of Branford

RECEIVED

Item #7

2023 JAN 26 P 12: 23


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


BRANFORD, CT TOWN ENGINEER

JOHN M. HOEFFERLE, PE, CFM
TOWN ENGINEER

Tel. 203-315-0606
Fax: 203-315-2188

Mr. Joseph Mooney, Chairman
Board of Finance

January 24th, 2023

Re: Main Street Reconstruction Project
Increase to Consulting Services

Dear Chairman Mooney:

The Board of Finance and RTM had previously approved an appropriation of \$250,000 for design services for the reconstruction of Main Street in the center of town. The Engineering Department solicited Requests for Qualifications for design services, and through an interview process chose Weston & Sampson as the consultant who best met the project's needs.

The scope of work at that time was tailored towards what the Town believed to be the maximum allowable scope of work – the straightforward reconstruction of the roadway and parking areas, and resetting/replacement of granite curbing. During the Town's design development process, we were made aware a full reconstruction (from building facades on the north to the edge of walks on the south) would be eligible for LoTCIP funding, due to accessibility and safety reasons.

Once the Town and Weston/Sampson were able to expand the scope of the work, and after public input was received through surveys and an open house on the green, an updated preliminary design and cost estimate was provided to the Town for a full 'streetscape' project. The work proposed is in addition to the list above, and includes: full replacement of all brick sidewalks along Main Street; roadway and pedestrian lighting conversions (LED) for energy conservation; additional lighting where deemed necessary; crosswalk signalization upgrades; drainage upgrades; 'street furniture', including new garbage receptacles, benches (where necessary), and other sidewalk amenities; tree pits; seat walls; rain gardens; etc.

The change in scope increased the construction estimates from a conceptual estimate of \$2.5M to a current estimate of approximately \$8.3M. Bear in mind, 100% of eligible construction costs are funded through the State's LoTCIP program. As you are likely aware, Design Engineering costs are locally funded.


In the time between the original appropriation and this request, the Town has successfully received authorization from the South Central Regional Council of Governments (SCRCOG), the regional entity charged with approving all LoTCIP requests, and we have received a Commitment to Fund from the CT Department of Transportation for the revised scope.

I respectfully request an increase in the Design Engineering appropriation from \$250,000 to \$650,000 in order to facilitate the large increase in scope. The full appropriation will leverage the \$8.3M in State grants to rejuvenate the center of town for another few decades. With a full 'streetscape' project, the design team will switch gears from the already completed roadway design to focus on the Landscape Architecture scope of work.

I have enclosed a cost justification memo prepared by Weston and Sampson in support of increasing the construction costs. The memo provides more in-depth detail for the scope change and the extensive work proposed.

If you have any questions or would like to discuss these projects prior to the meeting, please feel free to reach out to my office. Thank you for your attention to this matter.

Sincerely,



John M. Hoeffler, PE, CFM
Town Engineer

Enclosures

cc: James Cosgrove, First Selectman
James Finch, Finance Director
Lisa Arpin, Town Clerk

MEMORANDUM

TO: John Hoeffler, PE – Town of Branford

FROM: Nicholas DePalermo, PE

DATE: May 6, 2022

SUBJECT: LOTCIP Estimate Adjustment
Main Street Reconstruction, Branford, CT

CC: Jennifer Acquino, Jamie Cosgrove – Town of Branford
Lisa Slonus, Ryan Chmielewski – Weston & Sampson

Nicholas DePalermo
BRANFORD TOWN CLERK

2022 JAN 26 P 12:23

RECEIVED

On behalf of the Town of Branford, Weston & Sampson has prepared this memorandum regarding estimated project costs for the Main Street Reconstruction project that is proposed along Main Street from Laurel Street to Chestnut Street. A LOTCIP Application, prepared by the Town, was submitted to SCCOG in June 2020, at which time the construction cost estimate was \$2,500,000 (attached).

The LOTCIP application was based on full depth reconstruction of Main Street, typically holding existing granite curb, except where curb extensions and bumpouts were proposed, minimal drainage improvements, and installation of ADA compliant sidewalk ramps and crosswalks.

Weston & Sampson provided qualifications and a price proposal in response to the Town's request for qualifications in Summer 2020. After attending an interview with Town representatives, Weston & Sampson was awarded the contract and an agreement was signed in January 2021 to perform certain professional engineering services for the Main Street Reconstruction and Rehabilitation project.

During the preliminary design process additional improvements were identified as beneficial to the project particularly for pedestrian safety and ADA compliance, as well as additional items necessary to construct the full depth reconstruction of the roadway. The attached photographs illustrate some of the existing sidewalk conditions which include:

- Non-ADA compliant sidewalk cross slopes
- Non-ADA compliant handicap parking spaces
- Parking spaces with no direct access to sidewalks
- Heaving sidewalks
- Spalling concrete sidewalks
- Trip hazards
- Uneven pavement settlement
- Popping pavers
- Ponding

Based on review of sidewalk cross sections every 50' along the project corridor, it is estimate that nearly 50% of the existing sidewalks are not ADA compliant due to cross slope alone.

During the Preliminary Design phase, two major alternatives were presented to the Town for review in September 2021:

1. The first alternative limits ADA improvements to the sidewalk ramps and crosswalks as presented in the LOTCIP application.
2. The second alternative extended ADA improvements to also include reconstruction of the sidewalk from curb line to building facades as well as upgrading existing pedestrian level lighting and extend pedestrian level lighting to locations current unlit increasing pedestrian visibility.

Since so much of the sidewalk system is currently in need of ADA improvements and the integral nature of reconstructing Main Street that works with the necessary sidewalk and curb line grades necessary to provide ADA compliant access to the built up downtown, it was decided that the Town would like to move forward with the second alternative that includes reconstruction of the sidewalk from curb line to building facades.

Due to the anticipated cost increase by more than 20%, this memorandum has been prepared as the justification document and includes a side-by-side comparison of the June 2020 LOTCIP Application project cost and November 2021 preliminary project cost (attached). Project cost increase is not solely an outcome of full sidewalk reconstruction, but a result of a more thorough design. Categories of costs that increased include:

1. Sidewalk & Roadway Items
2. Drainage Items
3. Traffic & Electrical Items
4. Erosion & Dust Control Items
5. Utility Relocation Items
6. Landscape Items
7. Construction Staging & Maintenance and Protection of Traffic
8. Minor Item Allowance
9. Clearing and Grubbing
10. Mobilization and Project Closeout
11. Construction Staking
12. Inflation
13. Contingencies & Incidentals

The current total project cost is approximately \$8,281,200.

The following provides a detailed breakdown of significant item differences as well as new items not included in the LOTCIP application.

1. Sidewalk & Roadway Items

The LOTCIP application estimate was determined based on the original scope of the project. This included roadway reconstruction, typically maintaining existing granite curb and existing concrete paver sidewalk, and new concrete sidewalk ramps. The construction of sidewalk bump-outs and decorative crosswalks was also included in the original scope.

Based on the expanded project scope for increased pedestrian safety and ADA compliance, the cost for sidewalk and roadway items has significantly increased. The following is a list of proposed roadway and sidewalk items and the difference in quantities between the LOTCIP application estimate and the preliminary design construction cost estimate.

ITEM TYPE	QUANTITY DIFFERENCE
CUT CONCRETE PAVEMENT	+65 LF
REMOVAL OF CONCRETE PAVEMENT	+10,000 SY
REMOVAL OF CONCRETE SIDEWALK	-183 SY
CUT BITUMINOUS CONCRETE PAVEMENT	+429 LF
FORMATION OF SUBGRADE	+11,930 SY
SUBBASE	+273 CY
PROCESSED AGGREGATE BASE	-494 CY
HMA S1.0	+240 TON
HMA S0.375	-465 TON
MATERIAL FOR TACK COAT	+2,450 GAL
GRANITE STONE CURBING	+1,261 LF
RESET GRANITE STONE CURBING	+3,165 LF
CONCRETE SIDEWALK RAMP*	+5,131 SF
BRICK PAVING	+41,423 SF
DETECTABLE WARNING STRIP	+40 EA
DECORATIVE CROSSWALK	+6810 SF
BITUMINOUS CONCRETE DRIVEWAY (COMMERCIAL)	+155 SY
BRICK DRIVEWAY	+3100 SF
EARTH EXCAVATION**	-2600 CY
ROCK EXCAVATION	+175 CY

* Item was shown as each, but should be SF, LOTCIP Application estimate was 50% less cost than the November 2021 estimate.

** A portion of earth excavation has been shifted to "Removal of Concrete Pavement" to account for the removal of the existing concrete base below the roadway. The extent of the concrete base was determined by performing test pits and borings and it was concluded that the limits of the concrete pavement extended much further into the project area than anticipated in the LOTCIP application.

- **Difference in cost subtotal, +\$1,979,155.50**

2. Drainage

The LOTCIP application included a minimal amount of drainage comprising of 23 catch basins. During preliminary design a detailed drainage analysis was performed. A proposed drainage plan has been

developed to reduce gutter spreads, increase system capacities, and improve water quality. The following is a list of the change in proposed drainage items.

ITEM TYPE	QUANTITY DIFFERENCE
TYPE 'C' CATCH BASIN – 0' – 10' DEEP	+7 EA
OFFSET TYPE 'C' CATCH BASIN - 0'-10' DEEP	+3 EA
MANHOLE – 0'-10' DEEP	+1 EA
RESET TYPE 'C' CATCH BASIN	+3 EA
RESET MANHOLE (STORM)	+9 EA
TYPE 'C' CATCH BASIN TOP	+8 EA
CLEAN DRAINAGE SYSTEM	LS
12" R.C. PIPE - 0' - 10' DEEP	+1100 LF
15" R.C. PIPE – 0'-10' DEEP	+250 LF
18" R.C. PIPE - 0' - 10' DEEP	+110 LF
24" R.C. PIPE - 0' - 10' DEEP	+116 LF

- Difference in cost subtotal, +\$176,400

3. Traffic & Electrical Items

The LOTCIP application only included items for a signal controller upgrade, pedestrian signals, minimal signing, and minimal pavement marking. To improve visibility for pedestrians and drivers, the existing pedestrian level lighting on Main Street will be upgraded and supplemented with additional pedestrian level lighting.

ITEM TYPE	QUANTITY DIFFERENCE
LIGHT STANDARD FOUNDATION	+21 EA
DECORATIVE LIGHT POLE WITH SINGLE LUMINAIRE	+14 EA
DECORATIVE LIGHT POLE AND LIGHT FIXTURE (STREET)	+7 EA
REMOVE EXISTING LUMINAIRE	+97 EA
LED LUMINAIRE	+97 EA
2" POLYVINYL CHLORIDE CONDUIT IN TRENCH	+1000 LF
CONCRETE HANDHOLE	+21 EA
NO. 8 BARE COPPER GROUNDING CONDUCTOR	+3500 LF
NO. 10 BARE COPPER GROUNDING CONDUCTOR	+7000 LF
NO. 6 BARE COPPER GROUNDING CONDUCTOR	+2400 LF
PAINT EXISTING DECORATIVE LIGHT POLE	+80 EA
REMOVAL AND RELOCATION OF EXISTING SIGNS	+1 LS
SIGN FACE - SHEET ALUMINUM (TYPE IX RETROREFLECTIVE SHEETING)	+395 SF
4" WHITE EPOXY RESIN PAVEMENT MARKINGS	+5800 LF
4" YELLOW EPOXY RESIN PAVEMENT MARKINGS	+3885 LF
EPOXY RESIN PAVEMENT MARKINGS, SYMBOLS AND LEGENDS	+700 SF
12" WHITE EPOXY RESIN PAVEMENT MARKINGS	+1600 LF

- Difference in cost subtotal, +\$533,425.50

4. Erosion & Dust Control Items

The LOTCIP application did not include erosion or dust control items. The preliminary construction estimate includes additional sedimentation/erosion and dust control items:

ITEM TYPE	QUANTITY DIFFERENCE
SEDIMENTATION CONTROL SYSTEM	+1680 LF
SEDIMENTATION CONTROL SYSTEM AT CATCH BASIN	+44 EA
SWEEPING FOR DUST CONTROL	+120 HR
WATER FOR DUST CONTROL	+575 MGAL
CALCIUM CHLORIDE FOR DUST CONTROL	+4 TON

- Difference in cost subtotal, +\$21,110

5. Utility Relocation Items

The LOTCIP application did not include any cost for utility relocations.

ITEM TYPE	QUANTITY DIFFERENCE
RESET WATERGATE	+19 EA
RESET MANHOLE (SANITARY SEWER)	+11 EA
RESET MANHOLE (TELEPHONE)	+9 EA

- Difference in cost subtotal, +\$26,965.00

6. Landscape Items

Additional streetscape features have been included in the preliminary construction cost estimate. Items include landscape and furniture include seat wall planters, benches, trash receptacles, brick pavers, rain gardens, new tree plantings and extending the streetscape lighting. These durable streetscape elements will improve the user experience and connect business to the streetscape better. New tree and rain garden plantings will provide shade and improve the air and water quality. In addition, water quality improvements will disconnect impervious areas and contribute to the Town's MS4 goals and requirements.

ITEM TYPE	QUANTITY DIFFERENCE
FURNISHING AND PLACING TOPSOIL	+1350 SY
STRUCTURAL SOIL	+1060 CY
FURNISHING, PLANTING, AND MULCHING TREES, SHRUBS, VINES AND GROUND COVER PLANTS	+1 LS
TURF ESTABLISHMENT	+1350 SY
RAIN GARDEN PLANTER	+34 EA
SEAT WALL PLANTER	+14 EA
BENCH	+25 EA
TRASH CAN	+20 EA

- Difference in cost subtotal, +\$616,440.00

7. Construction Staging & Maintenance and Protection of Traffic

The LOTCIP application did not include items for traffic persons, municipal police, a field office, or items such as traffic cones and drums.

ITEM TYPE	QUANTITY DIFFERENCE
CONSTRUCTION FIELD OFFICE, SMALL	+8 MO
TRAFFICPERSON (MUNICIPAL POLICE OFFICER)	+145,000 EST
TRAFFICPERSON (UNIFORMED FLAGGER)	+800 HR
TRAFFIC CONE	+50 EA
TRAFFIC DRUM	+30 EA
CONSTRUCTION SIGNS	+150 SF

- Difference in cost subtotal, +\$202,160.00

8. Minor Item Allowance

The increased construction item subtotal in the new estimate has resulted in an increased minor item allowance. Due to the detail of the preliminary cost estimate, the percentage was lowered from 20% to 15%. This still resulted in an increase in cost.

- Difference in cost subtotal is +\$ 457,025

9. Clearing and Grubbing

The LOTCIP application did not include clearing and grubbing.

- Cost Difference subtotal: +\$58,270

10. Mobilization and Project Closeout

The LOTCIP application has 7% for Mobilization and Project Closeout. The increased construction item subtotal in the preliminary construction cost estimate has resulted in an increase to Mobilization and Project Closeout.

- Cost Difference subtotal: +\$280,622

11. Construction Staking

The LOTCIP application has 1% for Construction Staking. The increased construction item subtotal in the preliminary construction cost estimate has resulted in a greater subtotal.

- Cost Difference subtotal: +\$40,100

12. Inflation

The increased construction item subtotal in the new estimate has resulted in a greater cost for inflation. In addition, the duration of the project timeline has increased due to the expansion of the scope.

- Cost Difference subtotal: +\$243,333

13. Contingencies & Incidentals

The increased construction item subtotal in the new estimate has resulted in an increase for contingencies and incidentals. Both estimates used 10% for contingencies and 10% for incidentals. The LOTCIP cost estimate used the Major and Minor Contract Items Subtotal as a basis to calculate the 10% contingencies and incidentals. The preliminary construction cost estimate calculates contingencies and incidentals based on the Total Contract Cost Estimate, per LOTCIP guidelines.

- Cost Difference subtotal: +\$1,016,572

The total cost difference is +\$5,781,200.

ATTACHMENTS

Photos



Figure 1. Representative photo of non-ADA compliant sidewalk ramps and crosswalks in poor condition.

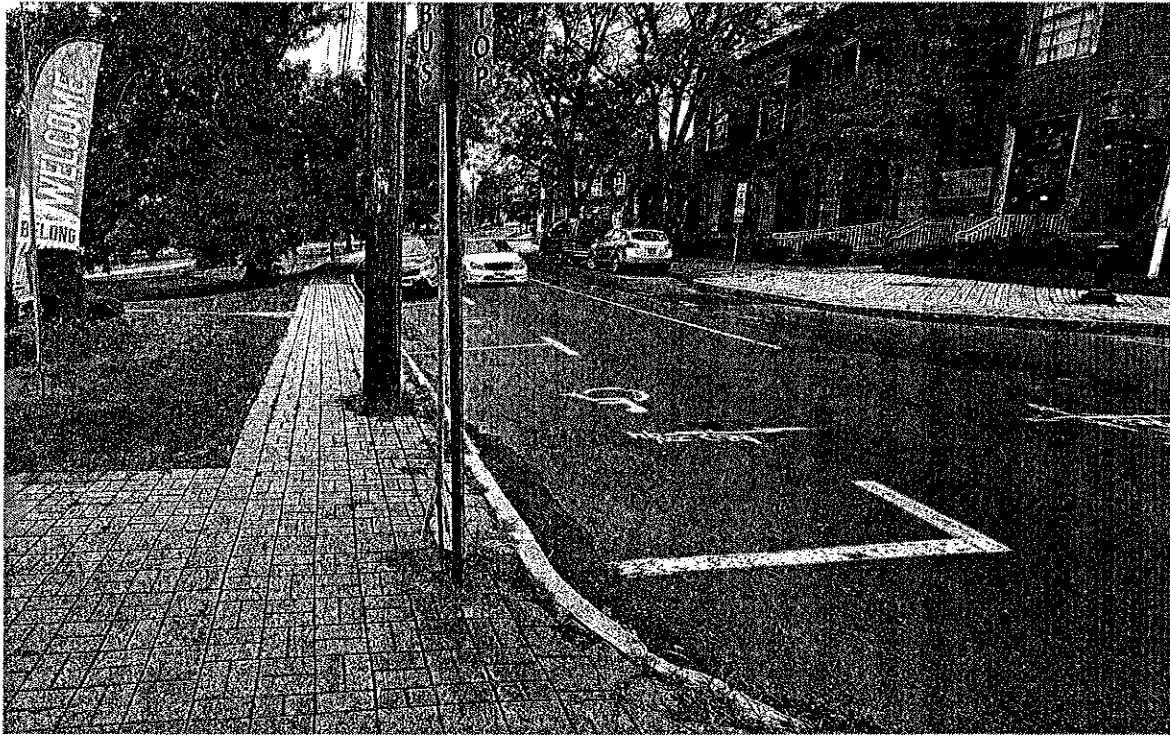


Figure 2. Non-ADA compliant handicap parking spaces.

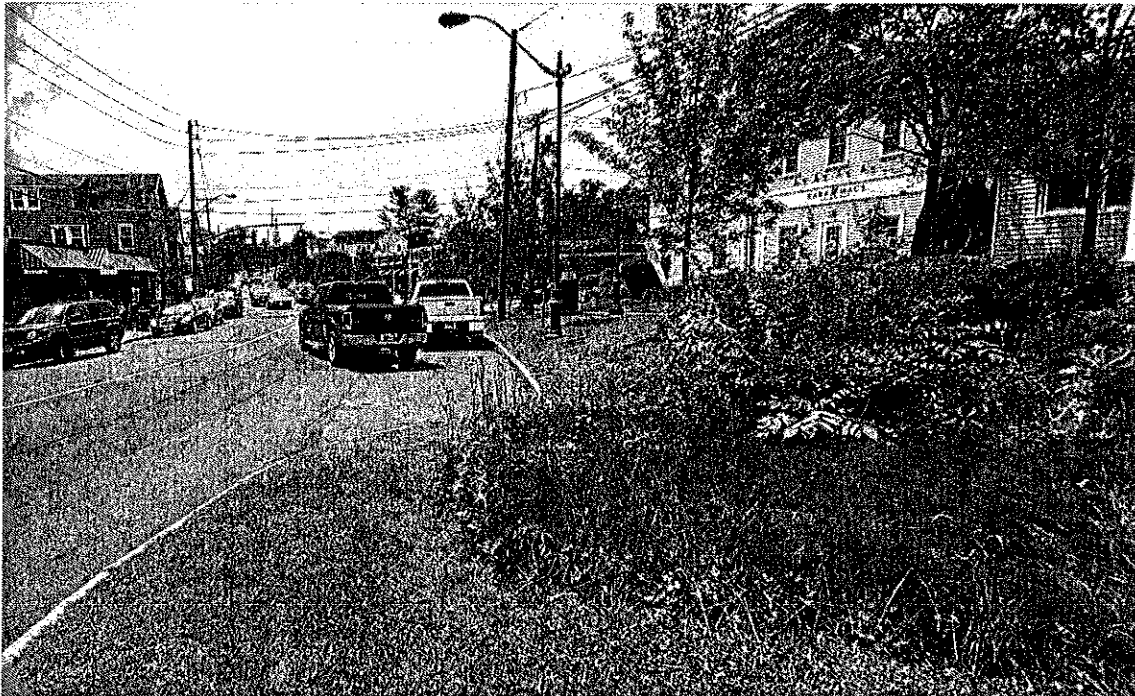


Figure 3. On-street parking spaces with no direct access to sidewalks.

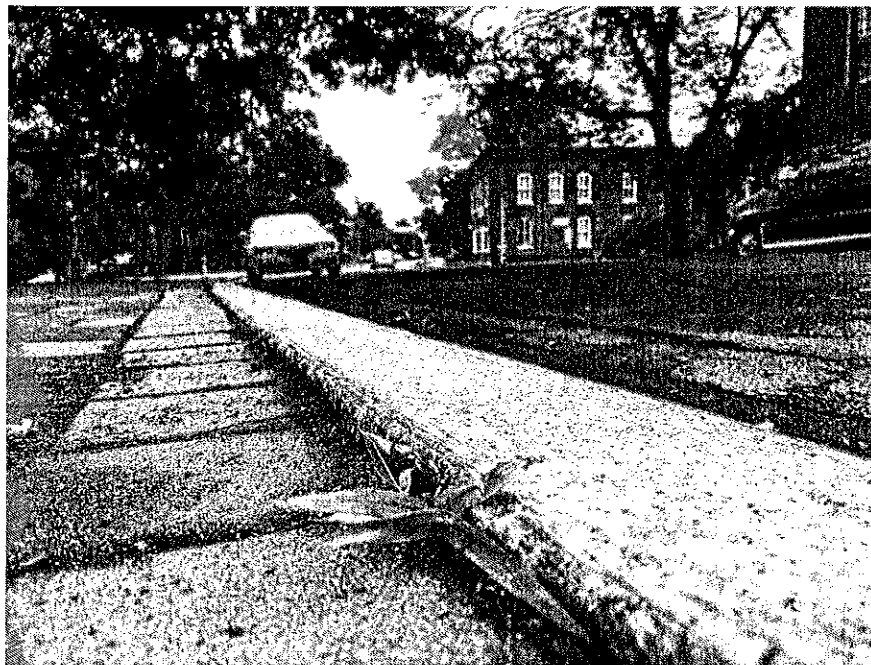


Figure 4. Representative photo of trip hazard at curb where sidewalk pavers have settled. This differential settlement also causes ponding of storm drainage on sidewalk surface.



Figure 5. Erosion at back of sidewalk.



Figure 6. Heaving of pavers causing trip hazards.



Figure 7. Example of non ADA-compliant sidewalk cross slopes.



Figure 8. Example of non-ADA compliant sidewalk cross slopes.

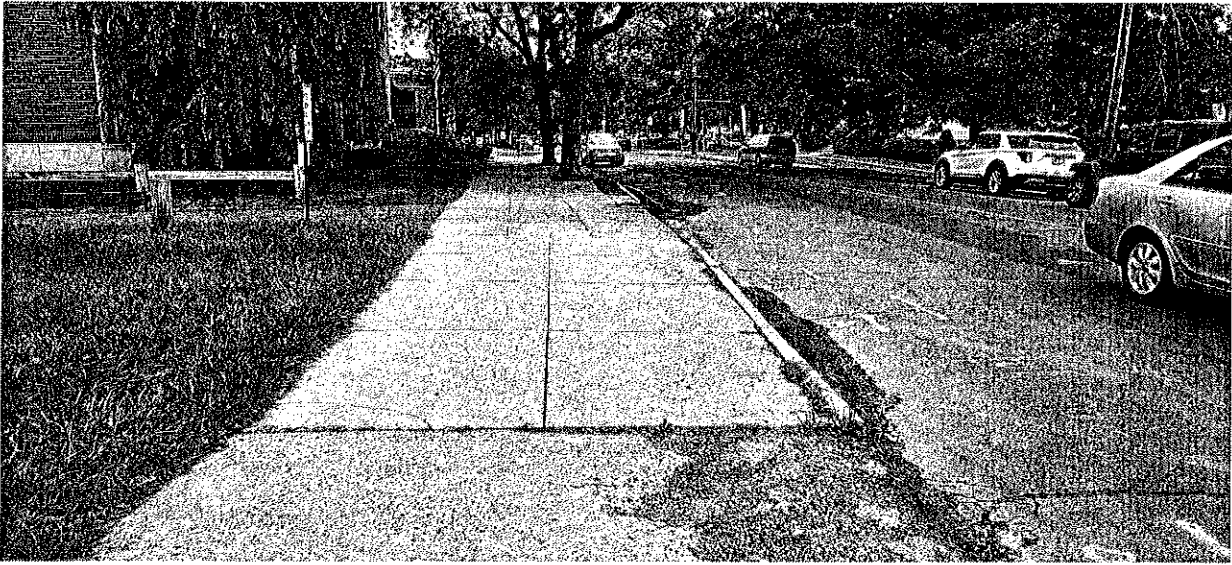


Figure 9. Spalling concrete sidewalk and heaving sidewalk at trees.



Figure 10. Uneven pavement settlement causing ponding.

May 6, 2022
Attachments

LOTICIP Application Estimate

Weston & Sampson

TOWN OF BRANFORD
ENGINEERING DEPARTMENT
MAIN STREET RECONSTRUCTION - PRELIM ESTIMATE
 SOUTH MAIN STREET TO CHESTNUT STREET

7/27/2020
 JA/JMH

ITEM	QTY		UNIT PRICE	EXTENDED
CROSSWALKS				
Earth Excavation - included in road excavation				
pavers for crosswalks	7887	SF	\$ 27.20	\$ 214,526.40
4" reinforced PCC base	7887	SF	\$ 8.40	\$ 66,250.80
6" processed base	146	CY	\$ 65.60	\$ 9,577.60
ADA ramps @ crosswalks	40	EACH	\$ 1,300.00	\$ 52,000.00
CURBING				
granite curbing straight	598	LF	\$ 56.40	\$ 33,727.20
granite curbing curved	141	LF	\$ 80.60	\$ 11,364.60
reset granite curbing	335	LF	\$ 50.00	\$ 16,750.00
SIDEWALKS				
concrete sidewalk removal	273	SY	\$ 69.80	\$ 19,055.40
concrete sidewalk to paver-pavers	2450	SF	\$ 27.20	\$ 66,640.00
4" reinforced PCC base	2450	SF	\$ 8.40	\$ 20,580.00
6" processed base	45.5	CY	\$ 65.60	\$ 2,984.80
concrete apron removal	37.5	SY	\$ 69.80	\$ 2,617.50
concrete apron to paver-pavers	355	SF	\$ 27.20	\$ 9,656.00
4" reinforced CC base	355	SF	\$ 8.40	\$ 2,982.00
6" processed base	6.6	CY	\$ 65.60	\$ 432.96
replace damaged pavers	44.5	SF	\$ 30.00	\$ 1,335.00
reset brick pavers	840	SF	\$ 30.00	\$ 25,200.00
stop sign	1	EACH	\$ 457.20	\$ 457.20
sign post	4	EACH	\$ 600.00	\$ 2,400.00
stop bar	10	LF	\$ 3.00	\$ 30.00
crosswalk signs	2	EACH	\$ 457.20	\$ 914.40
pedestrian signal 1 way	4	EACH	\$ 750.00	\$ 3,000.00
pedestrian signal 2 way	1	EACH	\$ 1,000.00	\$ 1,000.00
asphalt apron & patch	70	SY	\$ 50.00	\$ 3,500.00
ROADWAY				
EARTH EXCAVATION	5950	CY	\$ 21.00	\$ 124,950.00
AGGREGATE SUBBASE	2400	CY	\$ 45.00	\$ 108,000.00
PROCESSED AGGREGATE BASE	1830	CY	\$ 65.00	\$ 118,950.00
HMA S1.0	1875	T	\$ 120.00	\$ 225,000.00
HMA S0.375	1875	T	\$ 120.00	\$ 225,000.00
CATCHBASINS	23	EACH	\$ 4,184.20	\$ 96,236.60
SIGNAL CONTROLLER UPGRADES, COMPLETE	1	EACH	\$ 50,000.00	\$ 50,000.00
MINOR ITEMS (20%)	1	LS	\$ 303,023.69	\$ 303,023.69
MOBILIZATION (7%)	1	LS	\$ 127,269.95	\$ 127,269.95
M&P OF TRAFFIC (4%)	1	LS	\$ 72,725.69	\$ 72,725.69
STAKING SERVICES (1%)	1	LS	\$ 18,181.42	\$ 18,181.42
INFLATION (4%/YEAR)	1	LS	\$ 72,725.69	\$ 72,725.69
CONTINGENCIES (10%)	1	LS	\$ 181,814.22	\$ 181,814.22
INCIDENTALS (10%)	1	LS	\$ 181,814.22	\$ 181,814.22

TOTAL \$ 2,472,673.33
 SAY \$ 2,500,000.00

May 6, 2022
Attachments

Preliminary Design Estimate

Weston & Sampson

Preliminary Construction Cost Estimate | LOTCIP Application
 Main Street Reconstruction, Branford, CT

Major and Minor Contract Items

Item No.	Item	Unit	Quantity	Unit \$	Total Cost
0202000	Earth Excavation	C.Y.	3350	\$ 22.80	\$ 76,380.00
0202100	Rock Excavation	C.Y.	175	\$ 32.00	\$ 5,600.00
0202501	Cut Concrete Pavement	L.F.	65	\$ 1.80	\$ 117.00
0202502	Removal of Concrete Pavement	S.Y.	10000	\$ 20.00	\$ 200,000.00
0202513	Removal of Concrete Sidewalk	S.Y.	90	\$ 41.30	\$ 3,717.00
0202529	Cut Bituminous Concrete Pavement	L.F.	429	\$ 4.50	\$ 1,930.50
0209001	Formation of Subgrade	S.Y.	11930	\$ 3.00	\$ 35,790.00
0212000	Subbase	C.Y.	2673	\$ 40.00	\$ 106,920.00
0219001	Sedimentation Control System	L.F.	1680	\$ 4.50	\$ 7,560.00
0219011A	Sedimentation Control System at Catch Basin	EA.	44	\$ 150.00	\$ 6,600.00
0304002	Processed Aggregate Base	C.Y.	1336	\$ 50.00	\$ 66,800.00
0406170	HMA 51.0	TON	2115	\$ 110.00	\$ 232,650.00
0406172	HMA 50.375	TON	1410	\$ 115.00	\$ 162,150.00
0406236	Material for Tack Coat	GAL.	2450	\$ 8.00	\$ 19,600.00
0586001.10	Type 'C' Catch Basin - 0' - 10' Deep	EA.	30	\$ 3,055.00	\$ 91,650.00
0586013.10	Offset Type 'C' Catch Basin 0'-10' Deep	EA.	3	\$ 6,500.00	\$ 19,500.00
0586500.10	Manhole - 0' - 10' Deep	EA.	1	\$ 4,130.00	\$ 4,130.00
0586601	Reset Type 'C' Catch Basin	EA.	3	\$ 1,130.00	\$ 3,390.00
0586651	Reset Manhole (Storm)	EA.	9	\$ 1,155.00	\$ 10,395.00
0586750	Type 'C' Catch Basin Top	EA.	8	\$ 700.00	\$ 5,600.00
0653002	Clean Existing Drainage System	L.S.	1	\$ 15,000.00	\$ 15,000.00
0686000.12	12" R.C. Pipe - 0' - 10' Deep	L.F.	1100	\$ 70.00	\$ 77,000.00
0686000.15	15" R.C. Pipe - 0' - 10' Deep	L.F.	250	\$ 85.00	\$ 21,250.00
0686000.18	18" R.C. Pipe - 0' - 10' Deep	L.F.	110	\$ 93.00	\$ 10,230.00
0686000.24	24" R.C. Pipe - 0'-10' Deep	L.F.	116	\$ 125.00	\$ 14,500.00
0813012	5" X 18" Granite Stone Curbing	L.F.	2000	\$ 46.00	\$ 92,000.00
0814002	Reset Granite Stone Curbing	L.F.	3500	\$ 30.00	\$ 105,000.00
0921005	Concrete Sidewalk Ramp	S.F.	5131	\$ 21.00	\$ 107,751.00
0921018	Brick Paving	S.F.	53000	\$ 35.00	\$ 1,855,000.00
0921039	Detectable Warning Strip	EA.	40	\$ 275.00	\$ 11,000.00
0922050A	Decorative Crosswalk	S.F.	6810	\$ 18.00	\$ 122,580.00
0922500	Bituminous Concrete Driveway (Commercial)	S.Y.	155	\$ 50.00	\$ 7,750.00
0922507	Brick Driveway	S.F.	3100	\$ 40.00	\$ 124,000.00
0939001	Sweeping for Dust Control	HR.	120	\$ 35.00	\$ 4,200.00
0942001	Calcium Chloride for Dust Control	TON	4	\$ 400.00	\$ 1,600.00
0943001	Water for Dust Control	M. GAL.	575	\$ 2.00	\$ 1,150.00
0944000	Furnishing and Placing Topsoil	S.Y.	1350	\$ 12.50	\$ 16,875.00
0944105	Structural Soil	C.Y.	1060	\$ 75.00	\$ 79,500.00
0949003	Furnishing, Planting, and Mulching Trees, Shrubs, Vines and Ground Cover Plants	L.S.	1	\$ 150,000.00	\$ 150,000.00
0950005	Turf Establishment	S.Y.	1350	\$ 3.75	\$ 5,062.50
0952103A	Rain Garden Planter	EA.	34	\$ 5,000.00	\$ 170,000.00
0952104A	Seat Wall Planter	EA.	14	\$ 9,000.00	\$ 126,000.00
0969060A	Construction Field Office, Small	MO.	8	\$ 2,600.00	\$ 20,800.00
0970006	Trafficperson (Municipal Police Officer)	EST.	145000	\$ 1.00	\$ 145,000.00
0970007	Trafficperson (Uniformed Flagger)	HR.	800	\$ 38.00	\$ 30,400.00
0977001	Traffic Cone	EA.	50	\$ 19.00	\$ 950.00
0978002	Traffic Drum	EA.	30	\$ 70.00	\$ 2,100.00
0992090A	Bench	EA.	25	\$ 2,000.00	\$ 50,000.00
0992103A	Trash Can	EA.	20	\$ 950.00	\$ 19,000.00
1002103	Light Standard Foundation	EA.	21	\$ 960.00	\$ 20,160.00
1003585A	Decorative Light Pole with Single Luminaire	EA.	14	\$ 6,000.00	\$ 84,000.00
1003595A	Decorative Light Pole and Light Fixture (Street)	EA.	7	\$ 8,000.00	\$ 56,000.00
1003925A	Remove Existing Luminaire	EA.	97	\$ 150.00	\$ 14,550.00
1005600A	LED Luminaire	EA.	97	\$ 750.00	\$ 72,750.00
1008127	2" Polyvinyl Chloride Conduit In Trench	L.F.	1000	\$ 10.00	\$ 10,000.00
1010001	Concrete Handhole	EA.	21	\$ 485.00	\$ 10,185.00
1015001	No. 8 Bare Copper Grounding Conductor	L.F.	3500	\$ 1.25	\$ 4,375.00
1015002	No. 10 Bare Copper Grounding Conductor	L.F.	7000	\$ 0.75	\$ 5,250.00
1015003	No. 6 Bare Copper Grounding Conductor	L.F.	2400	\$ 1.97	\$ 4,728.00
1103050A	Paint Existing Decorative Light Pole	EA.	80	\$ 2,500.00	\$ 200,000.00
1106003	1 Way Pedestrian Signal Pedestal Mounted	EA.	2	\$ 675.00	\$ 1,350.00
1106004	2 Way Pedestrian Signal Pedestal Mounted	EA.	2	\$ 1,400.00	\$ 2,800.00
1108110	Traffic Signal Controller	EA.	1	\$ 50,000.00	\$ 50,000.00
1206023A	Removal and Relocation of Existing Signs	L.S.	1	\$ 7,500.00	\$ 7,500.00
1208931	Sign Face - Sheet Aluminum (Type IX Retroreflective Sheeting)	S.F.	403	\$ 55.00	\$ 22,165.00
1210101	4" White Epoxy Resin Pavement Markings	L.F.	5800	\$ 1.50	\$ 8,700.00
1210102	4" Yellow Epoxy Resin Pavement Markings	L.F.	3885	\$ 2.50	\$ 9,712.50
1210105	Epoxy Resin Pavement Markings, Symbols and Legends	S.F.	700	\$ 5.00	\$ 3,500.00
1210106	12" White Epoxy Resin Pavement Markings	L.F.	1600	\$ 2.00	\$ 3,200.00
1220027	Construction Signs	S.F.	150	\$ 19.40	\$ 2,910.00
1302053A	Reset Water Gate	EA.	19	\$ 250.00	\$ 4,750.00
1303189A	Reset Existing Fire Hydrant	EA.	1	\$ 2,850.00	\$ 2,850.00

1403501A	Reset Manhole (Sanitary Sewer)	EA.	11	\$ 705.00	\$ 7,755.00
1500210	Reset Manhole (Telephone)	EA.	9	\$ 1,290.00	\$ 11,610.00
A	Major Items Subtotal				\$ 5,066,979
B	Minor Items Subtotal (0% at Final Design)		15	% of Line "A"	\$ 760,047
C	Major and Minor Contract Items Subtotal (A + B)				\$ 5,827,026
Other Item Allowances					
	Clearing and Grubbing (suggested 0.5% - 2%)		1	% of Line "C"	\$ 58,270
	M & P of Traffic (suggested 2% - 5%)		4	% of Line "C"	\$ 233,081
	Mobilization (suggested 4% - 10%)		7	% of Line "C"	\$ 407,892
	Construction Staking (suggested 1% - 2%)		1	% of Line "C"	\$ 58,270
D	Other Items Subtotal				\$ 757,513
E	CONTRACT SUBTOTAL (C + D)				\$ 6,584,539
Inflation Costs (Simple Method)					
	Date of Estimate (provide date of estimate)		Nov-21		
	Anticipated Bid Date (provide anticipated bid date)		Feb-23		
	Base Years		1.2		
	Annual Inflation (4% annually, 0% at Final Design)		4%		
F	Inflation Subtotal		4.8%	of Line "E"	\$ 316,058
G	TOTAL CONTRACT COST ESTIMATE (E + F) (Rounded to nearest \$1000)				\$ 6,901,000
LOT/CP Project Costs Summary					
	Contract Cost Estimate (Line "G")				\$ 6,901,000
	Contingencies (10% for all LOT/CP projects)	10%			\$ 690,100
	Incidentals (10% for all LOT/CP projects)	10%			\$ 690,100
	ROW	LS			N/A
	Utilities	LS			N/A
	TOTAL PROJECT COST				\$ 8,281,200

**Estimate Comparison
(LOT/CIP Application versus Preliminary Design)**

Side By Side Comparison - Preliminary Construction Cost Estimate | LOTCIP Application
Main Street Reconstruction, Branford, CT

Major and Minor Contract Items		Preliminary Design Construction Cost Estimate				LOTCIP Application Cost Estimate			
Item No.	Item	Unit	Quantity	Unit \$	Total Cost	Quantity	Unit \$	Total Cost	
0202000	Earth Excavation	C.Y.	3350	\$ 22.80	\$ 76,380.00				\$ 124,950.00
0202100	Rock Excavation	C.Y.	175	\$ 32.00	\$ 5,600.00				
0202501	Cut Concrete Pavement	L.F.	65	\$ 1.80	\$ 117.00				
0202502	Removal of Concrete Pavement	S.Y.	10000	\$ 20.00	\$ 200,000.00				
0202513	Removal of Concrete Sidewalk	S.Y.	90	\$ 41.30	\$ 3,717.00	273	\$ 69.80	\$ 19,055.40	
0202529	Cut Bituminous Concrete Pavement	L.F.	429	\$ 4.50	\$ 1,930.50				
0209001	Formation of Subgrade	S.Y.	11930	\$ 3.00	\$ 35,790.00				
0212000	Subbase	C.Y.	2673	\$ 40.00	\$ 106,920.00	2400	\$ 45.00	\$ 108,000.00	
0219001	Sedimentation Control System	L.F.	1680	\$ 4.50	\$ 7,560.00				
0219011A	Sedimentation Control System at Catch Basin	EA.	44	\$ 150.00	\$ 6,600.00				
0304002	Processed Aggregate Base	C.Y.	1336	\$ 50.00	\$ 66,800.00	1830	\$ 65.00	\$ 118,950.00	
0406170	HMA 5L0	TON	2115	\$ 110.00	\$ 232,650.00	1875	\$ 120.00	\$ 225,000.00	
0406172	HMA 50.375	TON	1410	\$ 115.00	\$ 162,150.00	1875	\$ 120.00	\$ 225,000.00	
0406236	Material for Tack Coat	GAL.	2450	\$ 8.00	\$ 19,600.00				
0586001.10	Type 'C' Catch Basin - 0' - 10' Deep	EA.	30	\$ 3,055.00	\$ 91,650.00	23	\$ 4,184.20	\$ 96,236.60	
0586013.10	Offset Type 'C' Catch Basin 0'-10' Deep	EA.	3	\$ 5,500.00	\$ 16,500.00				
0586500.10	Manhole - 0' - 10' Deep	EA.	1	\$ 4,130.00	\$ 4,130.00				
0586601	Reset Type 'C' Catch Basin	EA.	3	\$ 1,130.00	\$ 3,390.00				
0586651	Reset Manhole (Storm)	EA.	9	\$ 1,155.00	\$ 10,395.00				
0586750	Type 'C' Catch Basin Top	EA.	8	\$ 700.00	\$ 5,600.00				
0653002	Clean Existing Drainage System	L.S.	1	\$ 15,000.00	\$ 15,000.00				
0686000.12	12" R.C. Pipe - 0' - 10' Deep	L.F.	1100	\$ 70.00	\$ 77,000.00				
0686000.15	15" R.C. Pipe - 0' - 10' Deep	L.F.	250	\$ 85.00	\$ 21,250.00				
0686000.18	18" R.C. Pipe - 0' - 10' Deep	L.F.	110	\$ 93.00	\$ 10,230.00				
0686000.24	24" R.C. Pipe - 0'-10' Deep	L.F.	116	\$ 125.00	\$ 14,500.00				
0819012	5' X 18" Granite Stone Curbing	L.F.	2000	\$ 45.00	\$ 92,000.00	739	\$ 61.02	\$ 45,091.80	
0814002	Reset Granite Stone Curbing	L.F.	3500	\$ 30.00	\$ 105,000.00	335	\$ 50.00	\$ 16,750.00	
0921005	Concrete Sidewalk Ramping	S.F.	5131	\$ 21.00	\$ 107,751.00	40	\$ 1,300.00	\$ 52,000.00	
0921018	Brick Paving	S.F.	53000	\$ 35.00	\$ 1,855,000.00	2850	\$ 37.62	\$ 107,228.26	
0921039	Detectable Warning Strip	EA.	40	\$ 275.00	\$ 11,000.00				
0922050A	Decorative Crosswalk	S.F.	6810	\$ 18.00	\$ 122,580.00	7887	\$ 36.81	\$ 290,354.80	
0922500	Bituminous Concrete Driveway (Commercial)	S.Y.	155	\$ 50.00	\$ 7,750.00				
0922507	Brick Driveway	S.F.	3100	\$ 40.00	\$ 124,000.00				
0939001	Sweeping for Dust Control	HR.	120	\$ 35.00	\$ 4,200.00				
0942001	Calcium Chloride for Dust Control	TON	4	\$ 400.00	\$ 1,600.00				
0943001	Water for Dust Control	M. GAL.	575	\$ 2.00	\$ 1,150.00				
0944000	Furnishing and Placing Topsoil	S.Y.	1350	\$ 12.50	\$ 16,875.00				
0944105	Structural Soil	C.Y.	1060	\$ 75.00	\$ 79,500.00				
0949003	Furnishing, Planting, and Mulching Trees, Shrubs, Vines and Ground Cover Plants	L.S.	1	\$ 150,000.00	\$ 150,000.00				
0950005	Turf Establishment	S.Y.	1350	\$ 3.75	\$ 5,062.50				
0952103A	Rein Garden Planter	EA.	34	\$ 5,000.00	\$ 170,000.00				
0952104A	Seat Wall Planter	EA.	14	\$ 9,000.00	\$ 126,000.00				
0969060A	Construction Field Office, Small	M.O.	8	\$ 2,600.00	\$ 20,800.00				
0970005	Trafficperson (Municipal Police Officer)	EST.	145000	\$ 1.00	\$ 145,000.00				
0970007	Trafficperson (Uniformed Hagger)	HR.	800	\$ 38.00	\$ 30,400.00				
0977001	Traffic Cone	EA.	50	\$ 19.00	\$ 950.00				
0978002	Traffic Drum	EA.	30	\$ 70.00	\$ 2,100.00				
0992090A	Bench	EA.	25	\$ 2,000.00	\$ 50,000.00				
0992093	Reset Brick Paving					840	\$ 30.00	\$ 25,200.00	
0992103A	Trash Can	EA.	20	\$ 950.00	\$ 19,000.00				
1002103	Light Standard Foundation	EA.	21	\$ 960.00	\$ 20,160.00				
1003585A	Decorative Light Pole with Single Luminaire	EA.	14	\$ 6,000.00	\$ 84,000.00				
1003955A	Decorative Light Pole and Light Fixture (Street)	EA.	7	\$ 8,000.00	\$ 56,000.00				
1003925A	Remove Existing Luminaire	EA.	97	\$ 150.00	\$ 14,550.00				
1005600A	LED Luminaire	EA.	97	\$ 750.00	\$ 72,750.00				
1008127	2" Polyvinyl Chloride Conduit in Trench	L.F.	1000	\$ 10.00	\$ 10,000.00				
1010001	Concrete Handhole	EA.	21	\$ 485.00	\$ 10,185.00				
1015001	No. 8 Bare Copper Grounding Conductor	L.F.	3500	\$ 1.25	\$ 4,375.00				
1015002	No. 10 Bare Copper Grounding Conductor	L.F.	7000	\$ 0.75	\$ 5,250.00				
1015003	No. 6 Bare Copper Grounding Conductor	L.F.	2400	\$ 1.97	\$ 4,728.00				
1103050A	Paint Existing Decorative Light Pole	EA.	80	\$ 2,500.00	\$ 200,000.00				
1106003	1 Way Pedestrian Signal Pedestal Mounted	EA.	2	\$ 675.00	\$ 1,350.00	4	\$ 750.00	\$ 3,000.00	
1106004	2 Way Pedestrian Signal Pedestal Mounted	EA.	2	\$ 1,400.00	\$ 2,800.00	1	\$ 1,000.00	\$ 1,000.00	
1108110	Traffic Signal Controller	EA.	1	\$ 50,000.00	\$ 50,000.00	1	\$ 50,000.00	\$ 50,000.00	
XXXXXX	Asphalt Apron & Patch	S.Y.				70	\$ 50.00	\$ 3,500.00	
1206023A	Removal and Relocation of Existing Signs	L.S.	1	\$ 7,500.00	\$ 7,500.00				
1208911	Sign Face - Sheet Aluminum (Type IX Retroreflective Sheeting)	S.F.	403	\$ 55.00	\$ 22,165.00				
XXXXXX	Stop Sign	EA.				1	\$ 457.20	\$ 457.20	
XXXXXX	Sign Post	EA.				4	\$ 600.00	\$ 2,400.00	
XXXXXX	Stop Bar	L.F.				10	\$ 3.00	\$ 30.00	
XXXXXX	Crosswalk Signs	EA.				2	\$ 457.20	\$ 914.40	
1210101	4" White Epoxy Resin Pavement Markings	L.F.	5800	\$ 1.50	\$ 8,700.00				
1210102	4" Yellow Epoxy Resin Pavement Markings	L.F.	3885	\$ 2.50	\$ 9,712.50				
1210105	Epoxy Resin Pavement Markings, Symbols and Legends	S.F.	700	\$ 5.00	\$ 3,500.00				
1210106	12" White Epoxy Resin Pavement Markings	L.F.	1600	\$ 2.00	\$ 3,200.00				
1220027	Construction Signs	S.F.	150	\$ 19.40	\$ 2,910.00				
1302053A	Reset Water Gate	EA.	19	\$ 250.00	\$ 4,750.00				
1303189A	Reset Existing Fire Hydrant	EA.	1	\$ 2,850.00	\$ 2,850.00				
1403501A	Reset Manhole (Sanitary Sewer)	EA.	11	\$ 705.00	\$ 7,755.00				
1500210	Reset Manhole (Telephone)	EA.	9	\$ 1,290.00	\$ 11,610.00				
A	Major Items Subtotal				\$ 5,068,979			\$ 5,151,118.46	
B	Minor Items Subtotal (0% at Final Design)	15	% of Line "A"		\$ 760,047	20	% of Line "A"	\$ 303,024.00	
C	Major and Minor Contract Items Subtotal (A + B)				\$ 5,827,026		Subtotal (A+B)	\$ 1,818,142.46	
Other Item Allowances									
	Clearing and Grubbing (suggested 0.5% - 2%)	1	% of Line "C"		\$ 58,270				
	M & P of Traffic (suggested 2% - 5%)	4	% of Line "C"		\$ 233,081	4	% of Line "C"	\$ 72,726.00	
	Mobilization (suggested 4% - 10%)	7	% of Line "C"		\$ 407,892			\$ 127,270.00	
	Construction Staking (suggested 1% - 2%)	1	% of Line "C"		\$ 58,270			\$ 18,181.00	
D	Other Items Subtotal				\$ 757,513		Other Items Subtotal	\$ 218,177.00	
E	CONTRACT SUBTOTAL (C + D)				\$ 6,584,539		CONTRACT SUBTOTAL (C+D)	\$ 2,036,319.46	

Inflation Costs (Simple Method)			
Date of Estimate (provide date of estimate)		Nov-21	
Anticipated Bid Date (provide anticipated bid date)		Feb-23	
Base Years		1-2	
Annual Inflation (4% annually, 0% at Final Design)		4%	
F Inflation Subtotal	4.8%	of Line "E"	\$ 316,058
			Annual Inflation (4%/Year) \$ 72,725.69
G TOTAL CONTRACT COST ESTIMATE [E + F] (Rounded to nearest \$1000)			\$ 5,901,000
TOTAL CONTRACT COST ESTIMATE			\$ 2,109,045.15
LOT/CP Project Costs Summary			
Contract Cost Estimate (Line "C")			\$ 5,901,000
Contingencies (10% for all LOT/CP projects)	10%		\$ 690,100
Incidentals (10% for all LOT/CP projects)	10%		\$ 690,100
ROW	1S		N/A
Utilities	1S		N/A
TOTAL PROJECT COST			\$ 8,281,200
TOTAL PROJECT COST			\$ 2,477,673.64

RECEIVED

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT

2023 JAN 27 A 10:03



Handwritten signature
TOWN CLERK

1019 MAIN STREET
POST OFFICE BOX 150

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

Date: January 26, 2023
To: Joseph Mooney
Chairman, Board of Finance
From: James P. Finch
Finance Director *J.P. Finch*
Re: Resolution -Main Street Renovation

I attach for your review a resolution which supplements the request from the Town Engineer for an increase in the appropriation and debt authorization for the Main Street Improvement Project. Please note that the resolution (prepared by bond counsel) incorporates the expanded scope and funding requirements. The local share of the project is estimated at \$650,000. I should also underscore that nothing in the future precludes the town from funding the local share from non-debt sources.

Actions for Consideration:

Request a motion to waive the full reading of the resolution and I have attached a "First Person Version" for your use.

Approve the attached resolution.

Cc J. Cosgrove
J. Hoefferrle
L. Arpin

[Handwritten Signature]
TOWN CLERK

A RESOLUTION AMENDING "RESOLUTION APPROPRIATING \$2,750,000 FOR MAIN STREET ROAD AND RELATED IMPROVEMENTS AND AUTHORIZING THE ISSUE OF \$2,750,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE" TO INCREASE THE SCOPE OF THE PROJECT AND INCREASE THE APPROPRIATION AND BOND AUTHORIZATION THEREIN BY AN ADDITIONAL \$5,550,000

WHEREAS, a resolution entitled "Resolution Appropriating \$2,750,000 For Main Street Road and Related Improvements And Authorizing The Issue Of \$2,750,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose" adopted by the Representative Town Meeting on February 12, 2020 (the "Original Resolution"); and

WHEREAS, the Town of Branford (the "Town") would like to amend the project scope of the Original Resolution to include the addition of the description of streetscape and other improvements.

NOW THEREFORE BE IT RESOLVED:

Section I. The Original Resolution is hereby ratified, confirmed and adopted, and is amended to modify the scope of the Project, to increase the appropriation and bond authorization therein by \$5,550,000, from \$2,750,000 to \$8,300,000, and to make amendments to such resolution as set forth herein.

Section II. The caption of the Original Resolution is replaced in its entirety as follows:

RESOLUTION APPROPRIATING \$8,300,000 FOR MAIN STREET ROAD AND RELATED IMPROVEMENTS AND AUTHORIZING THE ISSUE OF \$8,300,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section III. Section 1 of the Original Resolution is replaced in its entirety as follows:

Section 1. The sum of \$8,300,000 is appropriated for the planning, acquisition and construction of Main Street road and related improvements, including but not limited to, streetscape improvements (including, but not limited to, replacement of brick sidewalks, additional lighting and conversions to LED, crosswalk signal upgrades, furniture such as benches), connection and relocation, horizontal and vertical realignment, drainage installation, reclamation, paving, curbing, milling, capping, utility relocation, ADA compliance, sidewalks, and for improvements to structures or utilities, incidental, appurtenant or encountered in the course of or necessary to such road improvements and for engineering, design, traffic control, administrative, advertising, printing, legal and financing costs, capitalized interest, and

appurtenances and services related thereto (the "Project"). The appropriation is inclusive of grants, and bond proceeds reallocated from the Gateway Project.

Section IV. The first sentence of Section 3 of the Original Resolution is replaced in its entirety as follows:

Section 3. To meet said appropriation, \$8,300,000 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 later date as may be allowed by law.

Section V. Section 8 of the Original Resolution is replaced in its entirety as follows:

Section 8. It is hereby found and determined that it is in the public interest to issue all, or a portion of, the Bonds, Notes or other obligations of the Town authorized hereby 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 currently or hereafter available to municipal governments pursuant to law including but not limited to any "tax credit bonds," "tax-advantaged bonds," including direct payment and tax credit versions of such bonds.

Section VI. Sections 2 and 4 through 7 of the Original Resolution remain unchanged and are hereby ratified, confirmed and adopted.

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT



1019 MAIN STREET
POST OFFICE BOX 150

(203) 316-0663
Fax: (203) 315-3736
www.branford-ct.gov

Date: January 25, 2023
To: Joseph Mooney
Chairman, Board of Finance
From: James P. Finch
Finance Director
Re: Resolution - Police Headquarters Renovation

RECEIVED
2023 JAN 27 A 10:03
JAMES P. FINCH
FINANCE DIRECTOR

I attach for your review a resolution which supplements the renovation request for the police headquarters. This resolution (prepared by bond counsel) provides an authorization and appropriation for project. Please note that the resolution describes the activities associated with a complete renovation. However, the amount requested (\$325,000) intentionally restricts this phase to estimating the cost and scope of the renovation. The resolution was crafted in this manner to make it easier to execute future amendments should the town ultimately decide to proceed with the project.

Actions for Consideration:

Request a motion to waive the full reading of the resolution and I have attached a "First Person Version" for your use.

Approve the attached resolution creating an appropriation for \$325,000.

Cc J. Cosgrove
J. Mulhern
L. Arpin

RECEIVED

2023 JAN 18 P 1:22

MAI S. SPINALE
BRANFORD TOWN CLERK

RESOLUTION AUTHORIZING AN APPROPRIATION OF \$325,000 FOR THE POLICE HEADQUARTERS RENOVATION PROJECT AND THE FINANCING OF SAID APPROPRIATION BY THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE TOWN AND NOTES IN ANTICIPATION OF SUCH BONDS IN AN AMOUNT NOT TO EXCEED \$325,000 THEREFOR

Section 1. The sum of \$325,000 is appropriated by the Town of Branford (the "Town") for preliminary costs (including architectural and construction management fees) to determine the cost and scope of the renovation of the police headquarters located at 33 Laurel Street in the Town (the "Police Headquarters"), which will approximately include, planning, acquisition and construction of renovations to the Police Headquarters and a carport structure, improvements to the firearms training range, related site improvements, relocation and temporary facility expenses, communications and computer infrastructure and equipment, furniture, fixtures and equipment, utilities, HVAC systems, repair or improvement of structures affected by the construction, testing, remediation, surveying, and appurtenances related to the foregoing, or so much thereof or such additional improvements as may be accomplished within said appropriation, and for architectural, engineering, other consultant services as required, legal, printing, capitalized interest, financing and debt administration (the "Project").

Section 2. To meet said appropriation, \$325,000 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 later date as may be authorized 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 referred to as 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 meet the cost of the Project, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient, with other funds that may be available for the Project, 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 therefrom. 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 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, and 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 thereon. 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, Revision of 1958, as amended (the "Statutes").

Section 3. 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 (which may include electronic publication) 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 4. 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 Statutes. 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, and 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 thereon. 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 5. Resolution of Official Intent to Reimburse Expenditures with Borrowings. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Treasury Regulations"), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in the maximum amount and for the Project defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Bonds") authorized to be issued by the Town. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the original expenditure or the substantial completion of the Project, or such later date the Treasury Regulations may authorize. The Town 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 designee, is authorized to pay Project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration. The Town Officials are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or other obligations authorized by this resolution, if issued on a tax-exempt basis.

Section 6. The Town Officials are hereby authorized to exercise all powers conferred by Section 3-20e of the 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 7. It is hereby found and determined that it is in the public interest to issue all, or a portion of, the bonds, notes or other obligations of the Town authorized to be issued herein 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 Town Officials are hereby authorized to issue and utilize without further approval any financing alternative currently or hereafter available to municipal governments pursuant to law, including but not limited to any "tax credit bond," "tax-advantaged bond," including direct payment and tax credit versions of such bonds.

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT



1019 MAIN STREET
POST OFFICE BOX 150

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

Date: January 27, 2023
To: Joseph Mooney
Chairman, Board of Finance
From: James P. Finch
Finance Director
Re: Request for a Solid Waste Sinking Fund

RECEIVED
2023 JAN 21 P 2:24
MAJ. JOSEPH MOONEY
BRANFORD TOWN CLERK

Background

In the previous fiscal year the Board approved a transfer to fund a study of the curbside trash and recycling program. The goal of the study was to identify opportunities for improvement, cost savings and an action plan. Pursuant to the study's recommendations, the Board issued an RFP to obtain proposals from qualified vendors to provide curbside collection of municipal solid waste and the curbside collection, transport and disposal of recyclables. Additionally, the town solicited proposals for containers to implement the single stream program. **It is important to note that the Solid Waste Commission has not recommended a vendor.** This transfer, if approved, will enable the town to execute a contract with the vendor once selected.

At a recent Board of Finance meeting the First Selectman identified a series of potential financial commitments including the significant startup costs associated with moving to a single stream solution. On a positive note, the town has assets and tools available to ease this financial commitment.

Funding Strategy

The funding strategy relies on using a combination of ARPA dollars, existing capital balances, contingency and future appropriations to smooth the tax requirements associated with the acquisition and replacement of recycling containers.

I have attached a spreadsheet to provide a clearer picture of the concept.

Solid Waste and Recycling Equipment Fund (Concept)

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2028-2029	2029-2030
Opening Fund Reserve Balance									
Capital Transfer	323,101	248,101	388,101	548,101	703,101	853,101	998,101	1,138,101	873,101
Contingency Transfer	100,000								
Budgeted Appropriations	-	200,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000
Total Funding Sources	423,101	448,101	613,101	773,101	928,101	1,078,101	1,223,101	1,363,101	1,098,101
Recycling Equipment Acquisition and Maintenance	(1,100,000)							(400,000)	(800,000)
Solid Waste and Transfer Station Equipment	-	(60,000)	(65,000)	(70,000)	(75,000)	(80,000)	(85,000)	(90,000)	(85,000)
Expenditures Allocated to ARPA (1)	925,000								
Total Commitments	(175,000)	(60,000)	(65,000)	(70,000)	(75,000)	(80,000)	(85,000)	(90,000)	(885,000)
Closing Balance	248,101	388,101	548,101	703,101	853,101	998,101	1,138,101	873,101	213,101

(1) ARPA dollars cannot be placed in reserve funds

If the Board agrees with this approach the required actions are as follows:

- Create the sinking fund
- Appropriate funds from the town's ARPA allocation.
- Approve a capital transfer
- Approve a transfer from Contingency

Creating the Solid Waste and Recycling Equipment Fund

Resolution

Resolved: The Board of Finance authorizes and recommends to the RTM the establishment of the Solid Waste and Recycling Equipment Fund Sinking Fund.

ARPA Fund Appropriation

Resolved: The Board of Finance recommends to the RTM an increase in the FY 2023 ARPA Fund budget from \$2,727,000 to \$3,652,000. This appropriation will be used to fund single stream recycling bins and will be funded through an appropriation from the ARPA fund balance.

Increase		
26090000-480296-23813	Fund Balance Transfer	\$925,000
Increase		
26041020-579250-23813	Recycling and Solid Waste Equipment	\$925,000

Capital Transfer

From		
70043040-579400-22330	Transfer Station Improvements	\$323,101
To		
70043040-599139-22330	Transfer to Fund 721	\$323,101

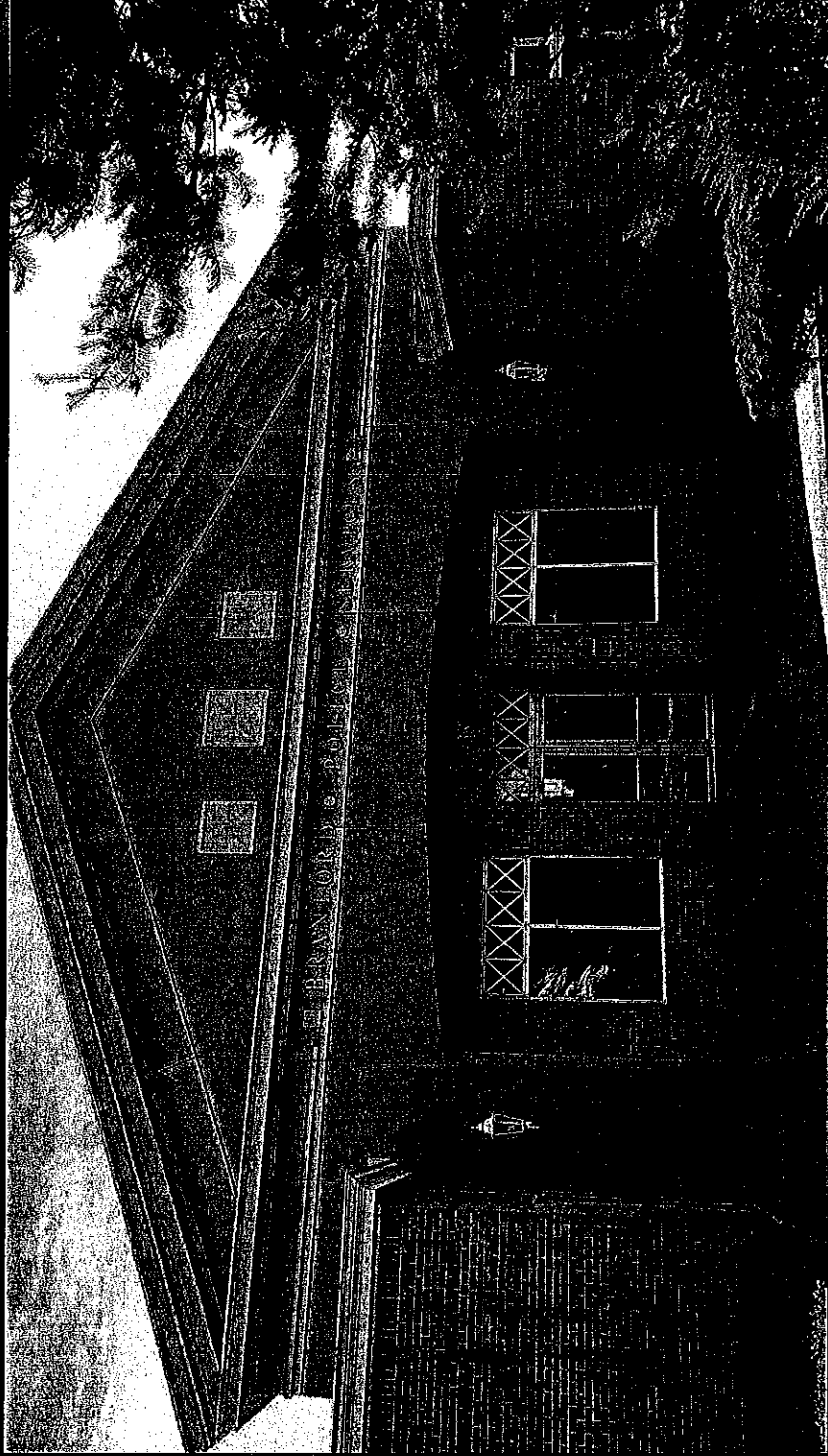
General Fund Contingency Transfer

From		
10149040-588802	Contingency	\$100,000
To		
10150000-599139	Transfer to Fund 721	\$100,000

Cc J. Cosgrove
L. Arpin
P. Muniz
T. Bowne

Branford Police Department

REMEDICATION PROPOSAL



Item #10

Overview

- Introduction
- Quick Facts
- Path to Proposal
- Choice of Direction
- Steps Taken
- Photo Walkthrough – existing conditions
- Conclusion
- Q&A

Introduction

- Chief Jonathan Mulhern / Deputy Chief John Alves
- Brian Humes, AIA, LEED AP
 - Jacunski Humes Architects, LLC
 - Produced a Feasibility Study (space needs assessment, site plan analysis, schematic design) – focused on addressing the major operational needs of the department
 - Extensive experience in the area of Public Safety Facility Design
 - Jacunski Humes Architects, LLC currently has more active Public Safety Projects than any other architectural firm within New England.
 - Planned and design of over ninety (90) municipal police / fire / EMS facilities
 - Established a national reputation in the field of Public Safety Facility Planning and Design

Downes Construction Company

- Chosen by the Public Building Commission on Nov. 18th, 2022
- Extensive experience in construction of public safety buildings
- Contract for:
 - Preconstruction services of a Construction Manager
 - Professional estimating services by the Construction Manager
 - Provide a detailed design development cost estimate
 - Constructability review of the documents
 - Development of an anticipated schedule

Police Building : Quick Facts

- 1995 – Police department – new construction/ occupancy – 27yrs ago
- Approx. 25,000 - Square foot building – Police and town's E-911 center
- Presently - 52 Officers, 10 telecommunicators, 1 police social worker, 4 part time Officers, 2 I.T., 1 Crime Analyst, 4 Records Clerks
- 2008 – Lead remediation, HVAC and range upgrades to the range located on Harrison Ave - (14 YRS)
- 2013 – Communication upgrades to radio system
- 2017 – 10 Roof top gas fired units and one dedicated outdoor air unit replaced – HVAC issues to discuss

Background – Path to Proposal

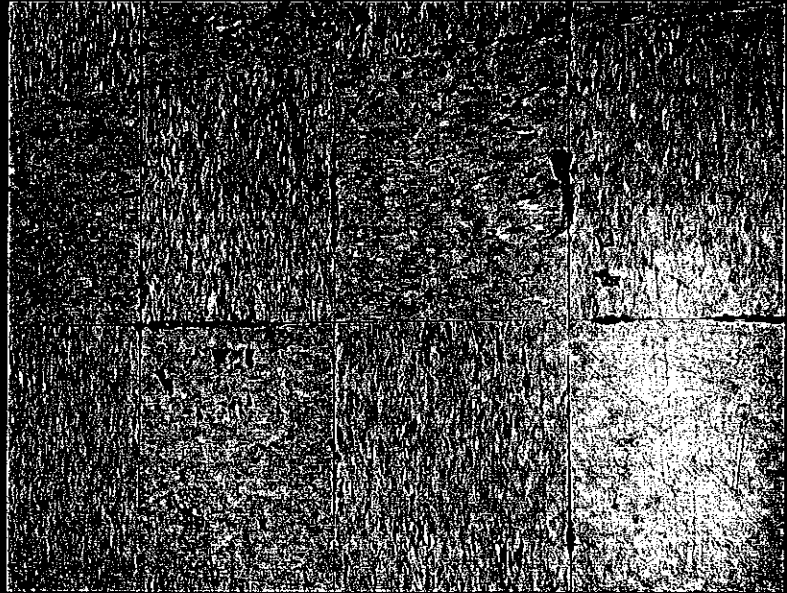
- Historically, very high level of moisture within the building especially on lower level
- Short term attempts/ solutions to rectify moisture in lower level, to include running fans, and portable de-humidifiers.
- High levels of humidity resulted in lack of adhesion of flooring tiles to slab, bubbles, blisters and crack on areas that have epoxy coated floors, rust to lockers, rust on equipment stored inside (guns, cuffs, batons); moisture can compromise the integrity of the Officer's bullet proof vests; mold discovered underneath flooring; dirty duct work throughout building

◦ Background – Path to Proposal

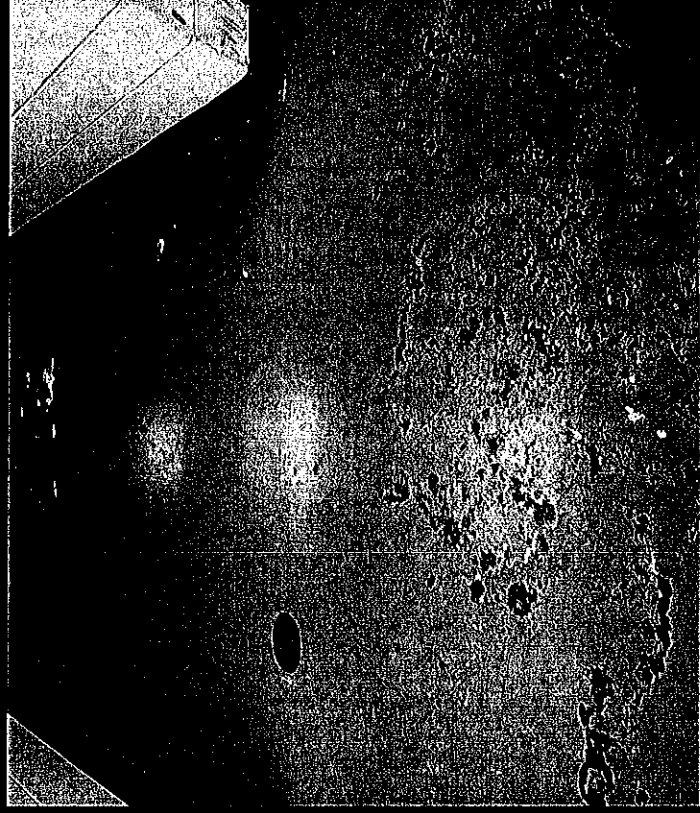
2019- Slab Moisture Investigation performed by Hoffman Architects

- Report produced May 2020
- Specific tests related to concrete slab moisture were completed at selected locations throughout the lower level
- Findings – Moisture vapor transmission rate (MVER) between 8.6-13.7 pounds per 1000 square feet – As a comparison, sheet and tile manufactures don't allow their materials to be placed when MVER levels exceed 2-3 pounds per 1000 square feet.
- Typically, a vapor barrier membrane is placed on top of a compacted sub-base prior to the pouring of a concrete slab – Hoffman Architects professional opinion that the slab was cast without an effective vapor barrier – primary reason for the excessive water vapor transmission through the slab
- The fix – “negative side waterproofing” – all flooring is removed – shot blasted – and specific coating products applied to resist specific moisture transmission rates

Lower Level Floors



Lower Level Floors – continued

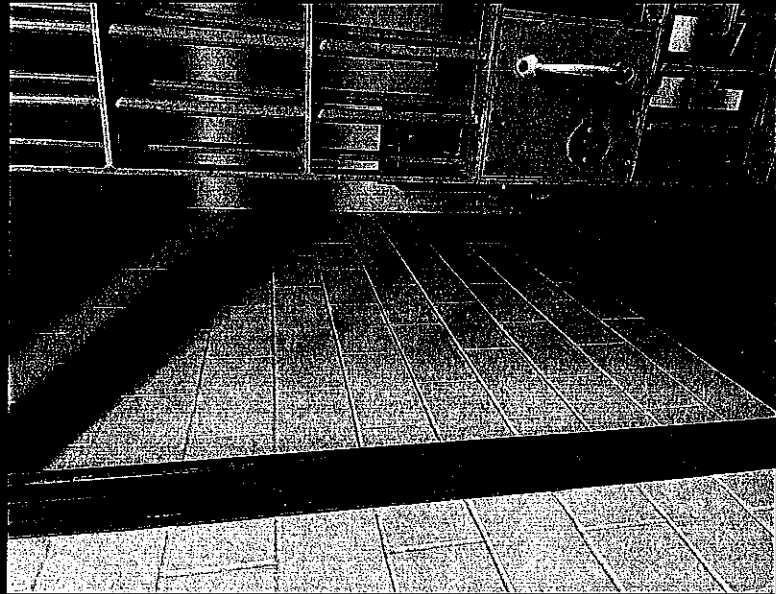
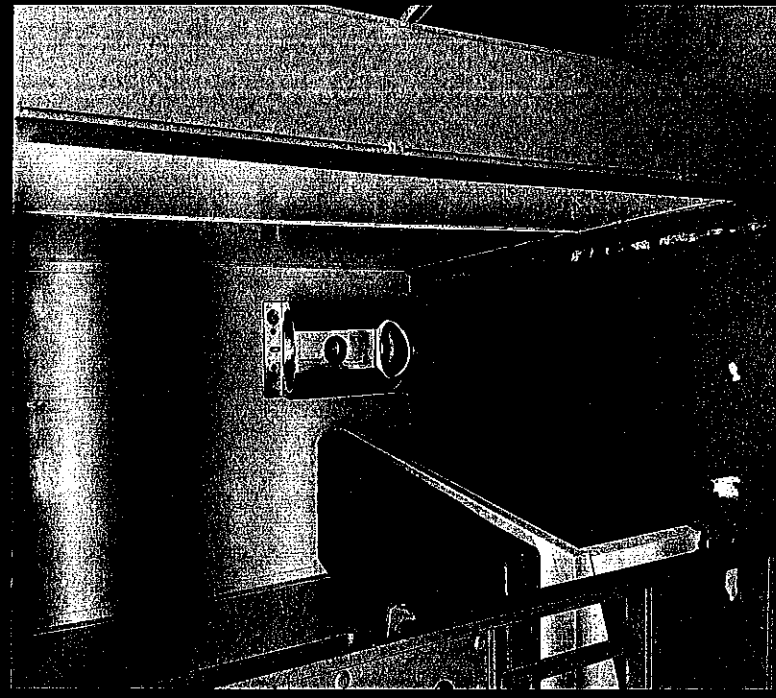


Background – Path to Proposal

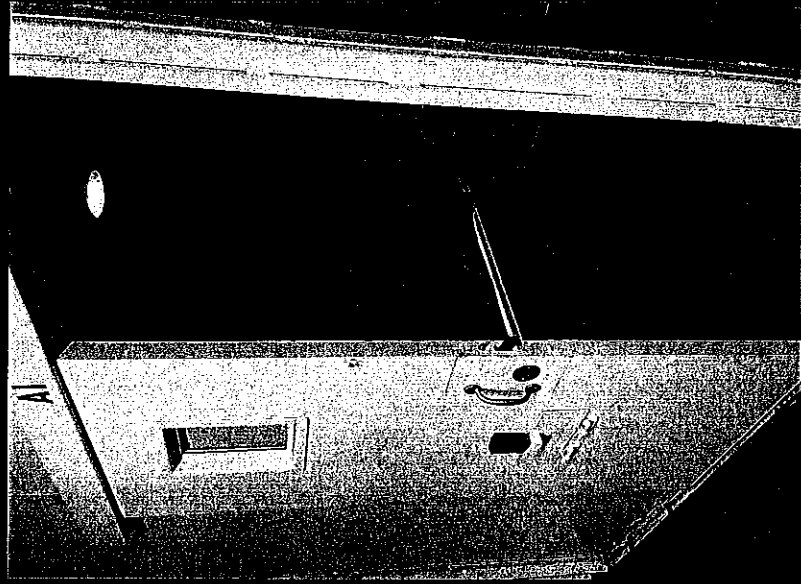
Cell Blocks – Exposure

- Current cell blocks original to the Harrison Ave Police Department
- Old style bars – illegal in some states – need solid doors
- Susceptible to hanging – routinely have arrestees placing clothing around neck/bars
- Injuries sustained from banging head on bars
- Cells lack adequate ventilation / fresh air return
- No fire suppression
- Choke/ hanging points inside cell
- Entry/ egress – too small for extraction purposes
- 14 cells - Too many cells – wasted space
- Fixtures in cells are original to building and at end of useful life expectancy

Cell Block



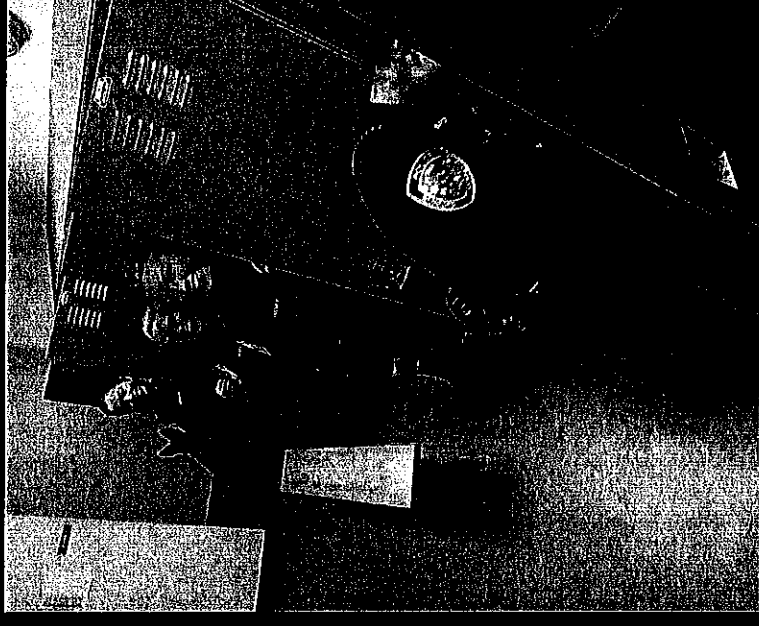
"Bio- Hazard" Cell



- 2 Bio-hazard cells
- Solid door – now utilized as our main cell block
- Wider entry
- Lacks adequate ventilation
- Lacks fire suppression
- Fixtures at end of useful life
- Older design of fixtures allows hanging/choke points

Background – Path to Proposal Female Locker Room – Space needs

- 1995- Two female Officers – 12 lockers
- 2022- have 10 female officers – represents 20% of Officers
- Need to increase space
- Running out of space/ lockers



HVAC

- HVAC Issues – difficult to control temperature throughout the building – too hot in the summer, too cold in the winter – space heaters throughout
- Been minor changes to the floor plan over the years which have affected the balance of the HVAC
- 10-Gas fired rooftop units currently service the building – RTUs are single zone, constant volume systems – comfort issues exist because temp control is based on the occupancy/ settings in the room that contains the thermostat (one thermostat controls multiple rooms)
- No dehumidification capabilities on current system
- Some clearance issues were identified as out of code (exhaust fans to dedicated outdoor air intake for cell block)

Physical fitness – space needs

- Mental health and wellness is a major focus and consideration of police leadership around the nation.
- The ability to provide an adequate space for physical fitness is a must in police agencies and is tied directly to the health and safety of officers.
- The current space is heavily used, inadequate to support its usage and must be expanded to meet the needs of the department.
- Quality of air concerns and mold growth has been experienced due to high vapor levels on the lower floor.

Report Writing –space needs

- Major increase in modern day policing in terms of reporting
- Small room with two stations serves the entire Patrol Division – 65% of Agency
- Often both stations are occupied



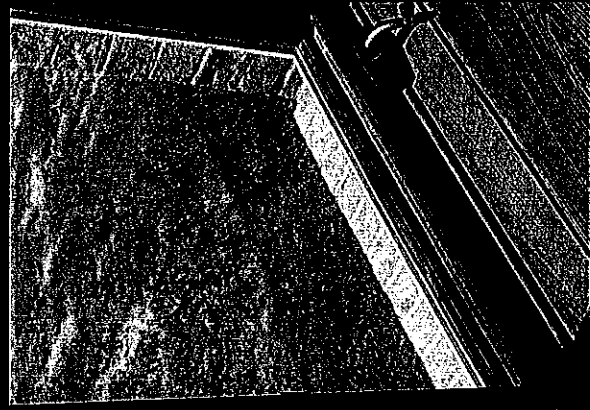
Evidence processing – space needs

- Area serves entire patrol division and detectives.
- Better utilization/ allocation of space in our proposal



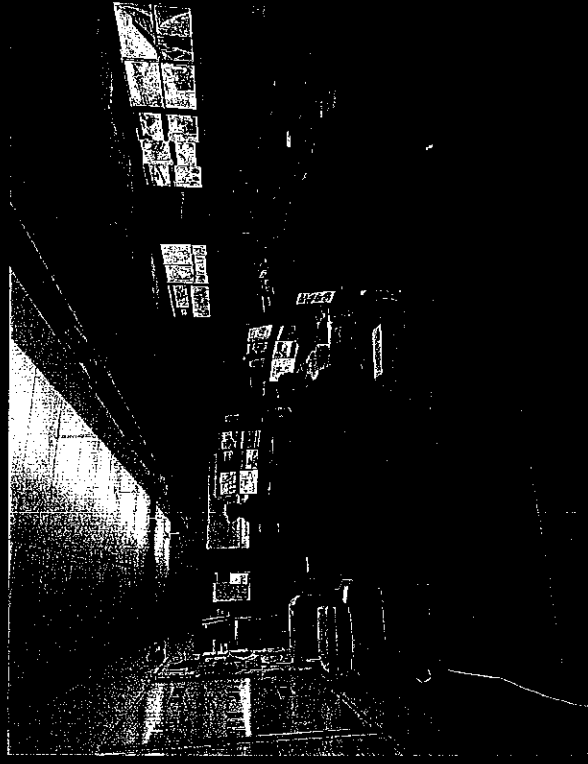
Main Floor

- Windows – original to building



Dispatch – space needs

- 24/7/365 – operation
- Dispatchers are confined to the space during their shift
- Increase in technologies to monitor requiring more space
- Comforts needed – locker space/food storage
- Direct access to restrooms



Records – space needs

- Too much space currently allocated to records
- One full time clerk
- 3 part time staff
- Records increasingly becoming digital
- Officers type reports/complete most records



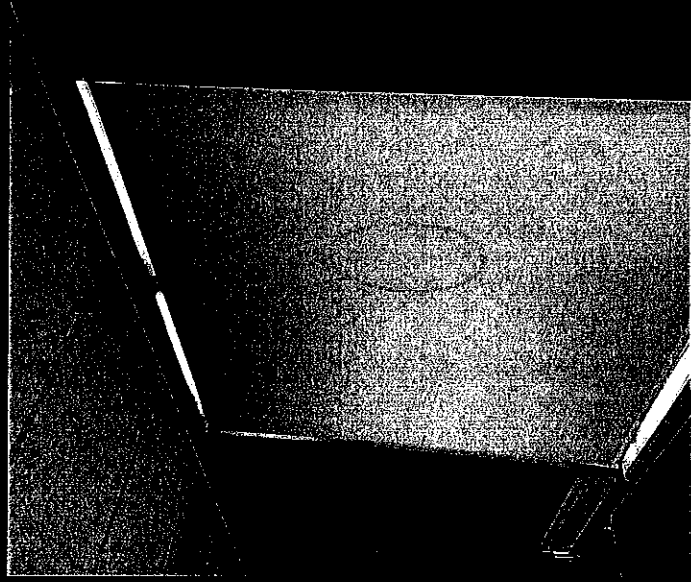
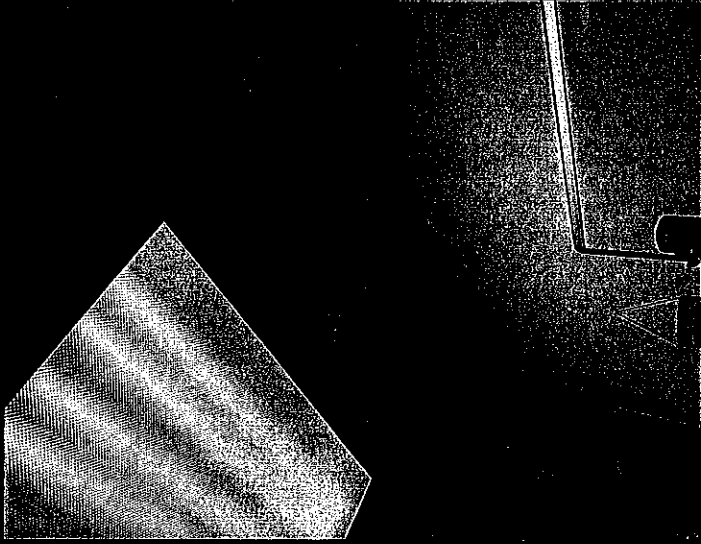
Offices - Main Floor – space needs

- Re-allocation (re-organization) of square footage is needed
- Over the years, closets have been built, offices/walls added – HVAC balance
- Growth -Police social worker = closet / 2 employees from I.T./Crime Analyst



Exterior

- Roof – water leaks observed throughout the building

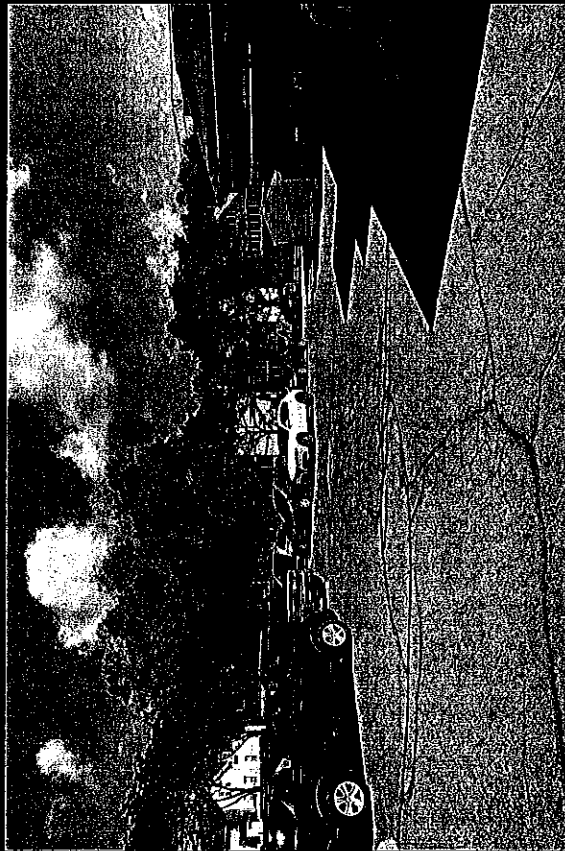
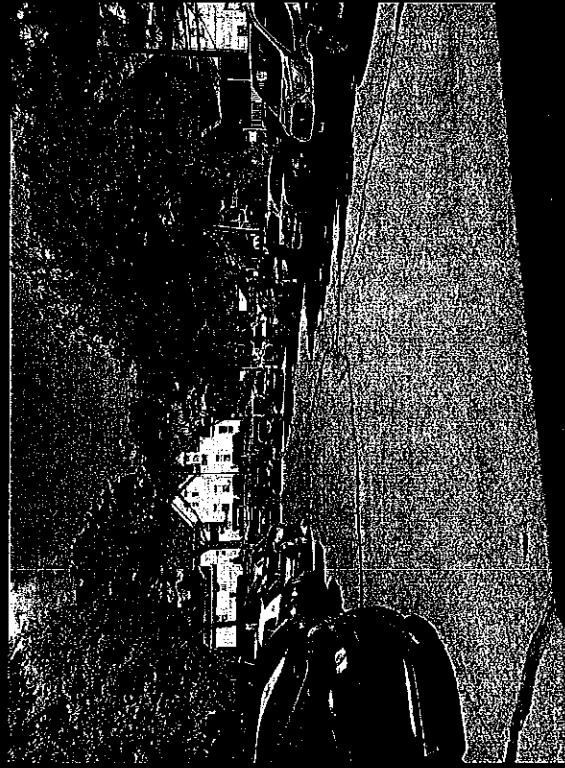


Exterior

- Public Parking – currently limited three spaces / one handicapped – forces public to park in back lot and walk up the side hill
- Lack of security (stalking, 1st amendment audits, damage to private vehicles, mental health issues)
- Lack of police parking
- Risk mitigation

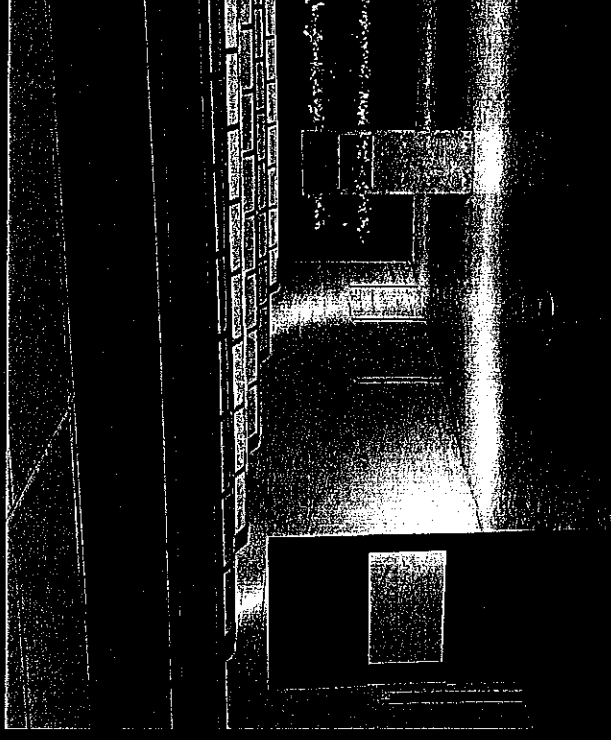


Rear Parking Lot



Firearms Range

- Located at garage of building – 45 Harrison Ave
- Extensive use – Officers mandated annual recertification training
- Range time is becoming more expensive/less available to find off sight
- In-door facility can be used regardless of weather
- Unlimited access in the event an officer needs remedial training
- Current equipment – 5-8 years will reach its useful life expectancy



Energy Related Goals

- Project will be a major update and re-organization of the building as it approaches its 30th anniversary.
- Working with the Clean Energy Committee – scope of the project will include energy related enhancements
- Comply with the Branford Net Zero/Zero carbon energy policy
 - Energy efficiency improvements
 - Electrification – solar power options
 - Take advantage of tax credits
- Research economically sound energy-related investments that can be considered for inclusion in the project in the interest of financial and social responsibility

General

- Focus of the project is based on the operational needs of department
- Design incorporates a better use of existing space
- Project will be phased to limit disruption of a 24/7/365 operation one time
- This brief presentation just touches the surface of the scope of the project and the issues which led us to this proposal.
- Proposal is long term solution to update the building and prepare for another 30 years of service
- Renovate to meet goals of Branford's Clean Energy Plan

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

2023 JAN 23 A 10:47

Lisa E. Arpin
BRANFORD TOWN CLERK

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



EX-OFFICIO
JAMES B. COSGROVE, First Selectman

CLERK
LISA E. ARPIN CMC CCTC, Town Clerk

2023 MEETING SCHEDULE – *Revised 1/23/2023

Regular meetings of the Board of Finance are scheduled for the last Monday of each month at Fire Headquarters, 45 North Main Street, in the 2nd floor Training Room, beginning at 7:30 p.m., unless otherwise noted or rescheduled.

Month	Date	Time
January	Monday, January 30	7:30 p.m.
February	Monday, February 27	7:30 p.m.
*March Budget Meetings	Monday, March 13 * March 20	7:00 p.m.
	Tuesday, March 14 * March 21	
	Thursday, March 16 * March 23	
	Monday, March 20 * March 27	
April	Monday, April 24	7:30 p.m.
May	Monday, May 22 (due to Memorial Day)	7:30 p.m.
June	Monday, June 26	7:30 p.m.
July	Monday, July 31	7:30 p.m.
August	Monday, August 28	7:30 p.m.
September	Monday, September 25	7:30 p.m.
October	Monday, October 30	7:30 p.m.
November	Monday, November 27	7:30 p.m.