



RTM RULES & ORDINANCES COMMITTEE
Town of Branford

Adrian Bonenberger, Dan Adelman, Susan Dahill, Ray Ingraham, Peter Black, Trish Andersen
Peter Hentschel, Chair

MEETING MINUTES

December 12, 2023, 7:00 PM
Branford Community House

RECEIVED
2023 DEC 13 A 9:21
Mick S. [Signature]
TOWN CLERK

1. The Chair called the meeting to Order at 7:02 pm on December 12, 2023
2. Roll Call – present were: Adrian Bonenberger, Susan Dahill, Ray Ingraham, Peter Black, Trish Andersen, Peter Hentschel
3. To consider, and if appropriate, approve the following transfer for Planning & Zoning for FY2023:

From:

10141130-518000 Overtime (\$ 1,275)

To:

10141130-555400 Advertising, Printing, Binding 1,275

Discussion: Representative Hentschel explained the justification for the higher required need for money, per Harry Smith.

Representative Ingraham mentioned that the town accrues benefit from doing this, which isn't always obvious in the numbers.

Representative Bonenberger asked about the requirement to post with a newspaper; this question was addressed by Representatives Hentschel and Black.

Motion: Rep. Black to approve the motion

By and Second: Rep. Anderson

Vote: 6-0-0 in favor

4. Pursuant to Chapter 47-4 of Branford Town Code, to consider, and if appropriate approve the Capital Projects transfer request from the Finance Director as follows:

From:

Water Pollution Control	70043030	579250	21229	
Generator Restoration Program		Transfer/Combine		\$3,462.83

To:

Water Pollution Control	70043030	579250	24229	
Generator Restoration Program		Increase FY24 Project		\$3,462.83

Discussion: Rep. Hentschel explained why the money was needed — to spend funds that would have otherwise expired, keeping money in fund rather than have it moved to another fund.

Motion: Rep. Black, to approve the transfer

By and Second: Rep. Anderson

Vote: 6-0-0 in favor

5. Motion: To Adjourn

By and Second: Rep. Black, Rep. Anderson

Vote: in favor of the motion

Respectfully Submitted
Adrian Bonenberger
RTM Rules & Ordinances Committee

From: [Harry Smith](#)
To: [Peter Hentschel](#)
Cc: [Evan Breining](#)
Subject: RE: information needed for Rules & Ordinances Committee Meeting on 12/12
Date: Tuesday, December 5, 2023 12:19:45 PM
Attachments: [inky-injection-inliner-6f42d488d348cfd86bff9497caf9f6a.png](#)



External (hsmith@branford-ct.gov)

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Peter ~ Thanks for getting in touch.

The proposed line item transfer is to cover a shortfall in the line item we use for legal advertisements in a newspaper (required by state statute) for public hearings associated with development applications. The shortfall was due to the number of applications received in the last fiscal year, higher advertisement costs, and the need to occasionally advertise in the daily New Haven Register (at a much greater cost) instead of weekly The Sound due to timing issues.

Let me know if you need more explanation. I can also attend the meeting if needed.

Thanks again. ~ Harry

Harry A. Smith, AICP
Town Planner
Town of Branford
Branford, CT 06405
203-488-1255

From: Peter Hentschel <Peter@tectonpc.com>
Sent: Monday, December 4, 2023 12:48 AM
To: Harry Smith <hsmith@branford-ct.gov>
Subject: information needed for Rules & Ordinances Committee Meeting on 12/12

[EXTERNAL EMAIL] This email originated from outside of the Town of Branford's Email System. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

Harry:

I am holding a Special Meeting of the RTM Rules & Ordinances Committee on December 12 via Zoom to review the Planning & Zoning Departmental request for a transfer of funds (see attached agenda). You don't need to attend this meeting, but it would be helpful in asking for the approval of the Committee if you would email me a few brief sentences of explanation of the reason for the

request. Thanks.

Let me know if you have any questions.

Peter

Peter Hentschel, AIA

Branford RTM, Rules & Ordinances Committee, Chairperson

Cell: 860.558.3747

From: [James Finch](#)
To: [Peter Hentschel](#)
Cc: [Brian Devlin](#); [Jamie Cosgrove](#)
Subject: RE: information needed for R&O Meeting
Date: Monday, December 4, 2023 11:27:19 AM
Attachments: [inky-injection-inliner-6f42d488d348cfd86bff9497caf9f6a.png](#)
[Finance Pt. 20231204 111458.pdf](#)



External (jfinch@branford-ct.gov)

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Hi Peter:

The WPCA includes among their annual capital request 25 - 50k as part of a generator and transfer switch replacement program. This transfer is simply taking the balance of the FY 21 project and combining it with the FY 24 project so as to void the funds lapsing pursuant to the capital projects ordinance adopted by the RTM.

Attached is their request for FY 2021.

Jim

From: Peter Hentschel <Peter@tectonpc.com>
Sent: Saturday, December 2, 2023 10:21 AM
To: James Finch <JFinch@branford-ct.gov>
Subject: information needed for R&O Meeting

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Jim:

I will hold a special meeting of the R&O prior to the RTM meeting on the 13th to review and approve your request to transfer and combine funds in the Water Pollution Control capital account.

Would you email me a brief (2 or 3 sentence) explanation of that transfer to use as a basis for approval, thanks?

Peter

Peter Hentschel, AIA

Branford RTM, District 2 Representative
Branford RTM, Rules & Ordinances Committee, Chairperson
Branford CVWG, Chairperson

Cell: 860.558.3747

**FORM F: CAPITAL PROJECTS REQUEST FORM
FOR MAJOR CAPITAL PROJECTS
FISCAL YEAR 2020 - 21**

Department - 4303 WATER POLLUTION CONTROL PLANT

<p>1. Project Title P. S. Generator & Transfer Switch Program</p> <p>2. Priority Number #1</p> <p>4. Location (Attach map if appropriate)</p>	<p>3. Purpose of Project Request (Check One) <input type="checkbox"/> Add new item to the Program <input checked="" type="checkbox"/> Continuation of a previously adopted project <input type="checkbox"/> Modification of project already adopted in program (Year approved <u> </u>)</p>
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5. Description:

Over the next five years we anticipate replacing outdated generators at Squire Hill, Frank Street, Blocks and Dominican Pump Stations. The replacement locations may have to be amended based upon emergency repairs but this is our anticipated plan.

The Generators are all twenty years old or older so parts are getting hard to find.

The Generators have all served its useful life necessitating this request.

We also plan to add generators to all of the smaller submersible pump stations that do not have them nowl.

6. Cost and Recommended Source of Financing

BUDGET FISCAL YEAR:	2020 - 21	2021 - 22	2022 - 23	2023 - 24	2024 - 25
Town:	50,000	50,000	25,000	25,000	25,000
State:					
Federal:					
Other:					
TOTAL:	50,000	50,000	25,000	25,000	25,000
FIVE YEAR GRAND TOTAL:	\$175,000				