

**RTM ADMINISTRATIVE SERVICES COMMITTEE**  
**Town of Branford**

Anthony Alfone, Alex Larsson, Nancy McCormack, Mark McColl, Frank Twohill, Victoria Verderame, Dan Adelman, Chair

*Mari E. Spina*  
BRANFORD TOWN CLERK

2024 MAY - 8 P 3:00

RECEIVED

**REGULAR MEETING MINUTES**  
**MAY 7, 2024 @ 7:00PM**

1. The regular meeting of the RTM Administrative Services Committee was called to order on Tuesday, May 7, 2024 at 7:00PM at the Branford Community House, 46 Church Street, Branford, CT.
2. In attendance were Representatives Anthony Alfone, Alex Larsson, Mark McColl, Nancy McCormack (via telephone) and Dan Adelman, Chair. Absent were Representatives Twohill & Verderame.
3. The minutes from the March 2024 and April 2024 meetings were approved.
4. To consider, and if appropriate, approve the following fiscal year 2024 transfer request from the Executive budget:

From: 10141020-533280 Consulting (\$15,000)  
To: 10141990-579150 Technology Acquisitions 15,000

*A motion to approve was made by Rep. Alfone/second Rep. McCormack.  
The motion was approved unanimously.*

5. To consider, and if appropriate, act upon the proposed budgets for the fiscal year 2024/2025 to Administrative Services Committee as follows:

DEPARTMENT	PRESENTER	PAGE#
Probate Court	Hon. Chuck Tiernan	21
Elderly Services	Dagmar Ridgeway	44
Information Technology	Debi Mirto	29

Assessor	Paula Jenson	15
Board of Assessment Appeals	Paula Jenson	16
Tax Collector	Robert Iperato	17
Human Services	Peter Cimino	43, 69 & 70
East Shore District Health Dept.	Michael Pascucilla	45
Executive	Selectman Jamie Cosgrove	12
Legal Services	Selectman Jamie Cosgrove	19
Legislative	Lisa Arpin	11
Town Clerk	Lisa Arpin	18
Labor Relations	Margaret Luberda	20
Human Resources	Margaret Luberda	30

6. To consider, and if appropriate, act upon the proposed budget for fiscal year 2024/2025 to Administrative Service Committee as follows:

DEPARTMENT	PRESENTER	PAGE#
Elections	Jeff Rowan/Darren Lawler	22

*Rep. Alfone made a motion to vote on Items 5 & 6 as one block/second Rep. McCormack; that motion was approved unanimously. Subsequently a motion to approve the transfers was made by Rep. Alfone/second Rep. McCormack. That motion was approved unanimously, as well.*

7. To consider, and if appropriate, approve the recommendation of the Board of Finance to the RTM that the salary for the following Elected Official increase by 2% for each two-year term of office: Registrars.

*The motion to approve was made by Rep. McCormack/second Rep. Alfone. That motion was approved unanimously.*

8. Rep. McCormack made a motion to adjourn/second Chair Rep. Adelman. The meeting adjourned at 7:35PM.

Respectfully submitted May 8, 2024,

Nancy McCormack, Clerk  
RTM Administrative Services Committee