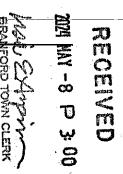
RTM ADMINISTRATIVE SERVICES COMMITTEE

Town of Branford

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

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 Serivce 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. Mcormack. 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.

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 Commitee