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## RTM ADMINISTRATIVE SERVICES COMMITTEE

### Town of Branford

*Noted April 1, 2025*  
BRANFORD TOWN CLERK

Nancy McCormack, Mark McCall, Alex Larsson, Victoria Verderame, Frank Twohill, Anthony Alfone

Dan Adelman, Chair

### MEETING MINUTES

**Tuesday May 6, 2025 @ 7:00 p.m.**

The RTM Administrative Services Committee met on Tuesday April 1, 2025 at 7:00 p.m. at the Branford Community House, 46 Church Street, Branford, CT.

1. The meeting was called to order at 7:03pm.

2. Roll call was taken and all members were present.

3. To approve the regular meeting minutes from March 4, 2025.

*A motion to approve was made by Rep. Verderame/second Rep. McCormack. The motion passed unanimously.*

4. Item #5 of the agenda was amended and it was RESOLVED: That the Board of Finance recommends to the RTM that salaries for the following elected officials increase by 2.25% for each of their two-year terms of office: Second Selectman, Third Selectman, Treasurer, Board of Assessment Appeals, RTM Moderator, RTM Clerk and Finance Clerk.

*A motion was made by Rep. Alfone to approve this Resolution; second Rep. Verderame. That motion carried by 6-0 with Rep Twohill recusing himself.*

5. After motion to add to the agenda RESOLVED: To consider and if appropriate, approve a salary for the First Selectman of \$135,412 for the first year of the two-year term of office followed by 2.25% increase for the second year of the term.

*A motion to approve was made by Rep. McCormack/second Rep. Verderame. The motion passed unanimously, 7-0.*

6. (Original item #4). To hear and review proposed budgets for fiscal year 2025-2026 to Administrative Services Committee as follows:

<u>DEPARTMENT</u>	<u>PRESENTER</u>	<u>PAGE #</u>
Elderly Services.....	Dale Izzo.....	44
Probate Court.....	Chuck Tiernan.....	21
Information Technology.....	Scott Smith.....	29
Assessor.....	Paula Jenson.....	15
Board of Assessment Appeals.....	Paula Jenson.....	16
East Shore District Health Department.....	Michael Pascucilla.....	45
Labor Relations.....	Margaret Luberda.....	20
Human Resources.....	Margaret Luberda.....	30
Human Services.....	Peter Cimino.....	43, 69-70
Tax Collector.....	Robert Imperato.....	17
Executive.....	Jamie Cosgrove.....	12
Legal Services.....	Jamie Cosgrove.....	19
Legislative.....	Lisa Arpin.....	11
Town Clerk.....	Lisa Arpin.....	18
Elections.....	Darren Lawler/Jeff Rowan.....	22

A motion was made by Rep. McCormack/second Rep. Verderame to approve the above budget proposals, with the exception of the Executive line item. The motion carried unanimously 7-0.

7. The meeting adjourned at 8:26pm.

Respectfully submitted May 7, 2025,

Nancy McCormack, Clerk

Administrative Services Committee