RECEIVED

BOARD OF SELECTME 2020 OCI 22 BRANFORD, CONNECTICUT

JAMES B. COSGROVE First Selectman

RAYMOND E. DUNBAR, JR. ANGELA M. HIGGINS



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

Date:

October 22, 2020

To:

Joseph Mooney, Chairman

Board of Finance

From:

Jamie Cosgrove, First Selectman

Re:

Budget Transfers FY 2020

I am requesting the following transfers be placed on the agenda for the Board of Finance October 26, 2020 meeting:

Executive

From:	Description	Amount
10141020-555400	Advertising, Printing, Binding	200
To:		
10141020-588225	Women & Families Center	200

The town budgets an annual contribution to the Women's & Families Center in the amount of \$300. This year a request was made to increase the contribution to \$500 as we had not yet made a contribution for FY 2020. The payment of \$500 was to be split between fiscal years but was accidentally processed in total to FY 2020 thereby creating the shortfall in the account.

Solid Waste

From:	Description	Amount
10143040-517000	Salaries	16,760
To:		
10143040-544353	Material Handling	16,760

The Board of Finance and RTM recently approved a transfer in the amount of \$31,305 for the material handling account. At the time the transfer was requested we believed all invoices had been processed for payment but subsequently learned that the town was waiting for the vendor to submit adjusted invoices for May & June services. The above transfer covers those revised invoices.

Date:

September 24, 2020

To:

Joseph Mooney Board of Finance

From:

Roberta Gill-Brooks, Tax Collector

Re:

Tax Collector - Budget Transfer FY 2020

I am requesting the following transfers be placed on the agenda for the Board of Finance September 28th, 2020 meeting:

From:		
10149040 588802	Contingency	66,558
<u>To:</u>		
10141070 518000	Overtime	48,798
10141070 533280	Consulting	17,760

In light of many factors: high volume of staff turnover as a result of retirements of seasoned staff, loss of in-person training time due to Covid-19, and the impact of the Governor's executive order to defer tax payments, the tax office has faced several challenges. We have brought in a consultant, we will be facing an audit, and we adopted "lockbox" for the first time this year. Added to all of this, tax deferral payments are happening at the same time as sewer use collection—causing a backlog in payment processing.

At the request of the finance department we met to discuss these challenges and we concluded that we should seek the following: 1) create and fund an overtime account within the tax office (similar to what we currently do in the assessor's office). These dollars will fund additional hours for the Assistant Finance Director and Assistant Tax Collector; 2) increase the consulting budget to provide additional training for the staff. The overtime estimates were designed to take us through the remainder of the fiscal year.

The Assistant Finance Director will seek to assess and evaluate the current processes and procedures and incorporate suggestions identified by the consultant(s). Finally she will look improve the coordination between the tax and finance departments while

strengthening the existing team to better insulate the town from the turnover associated with the election cycle.

Thank you for your consideration.

Roberta Gill-Brooks, Tax Collector

CITIZEN'S PETITION BRANFORD, CT

In accordance with the Branford Town Code, Part II, General Legislation, chapter A236, Section K, Subsection 4: Upon receipt of a petition signed by fifty (50) electors asking that an item of Town business be placed on the agenda of the RTM, the moderator shall place such item on the agenda for consideration by the RTM.

MEETING DATE:		
AGENDA ITEM:		
II)	ıblic health hazards emanati	ng from the demolition debris piles at
CIDOUR ATTORNEY AND TO		ို့ ဟ
CIRCULATOR'S NAME	CIRCULATORS ADDRESS	CIRCULATOR'S SIGNATURE
Robert Costanzo	33 Wilford Avenue	Acker 1/12
Branford, CT.	x, acknowledge that the above	circulator is an elector in the Town of
_ Wa EAM		3/9/2020
Signature of Town Clerk	Date	
We, the undersigned, being electors aforementioned in this document h	s in the Town of Branford, do l	nereby petition the agenda item,

forementioned in this document, be included in the Branford Representative Town Meeting agenda.

	SIGNATURE OF ENROLLED	PRINTED NAME OF	BIRTH DATE	STREET ADDRESS
	ELECTOR	ELECTOR		STAGET TIDDICEOS
1	1. Market 19	ROBERT COSTANZO	6/22/1953	33 WILFORD AVENUE
V	2 Company	REACTIVE (CETAINED	5 3/23/1951	93 Willard Amenus
6	3. Seplem of Whom	Lesky A. Ursini	04/09/1959	23 Wilford Avance
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1	For Capselle	RON CASSELL	1 35 54	Z) TEHIONUAS ROLL
	7. John minicopy	JOHNN MINICEZZI	· belle 161	38 Wilford Ave
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	33. Cippet 15 Topsquest	Cindy Bloomgust		86 South Montavese ST
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_	40. Older 9 Miller			24 Beehward Rd
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		Dayid Campanelli	36 Applewood ?	184 Maple SV- Bold
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CERTIFICATION BY TOWN CLERK

I, the Town Clerk of Branford, CT, hereby certify, that the being electors in the Town of Branford, totals	ne number of signers of this 'Citizen's Petition',
The aforementioned agenda item is eligible // /is not el Branford Representative Town Meeting agenda.	igible to be placed on the(MEETING DATE)
Ma EArpin	3/9/2020
Signature of Town Clerk	Date

RTM-Admin, Sucs.

CITIZEN'S PETITION BRANFORD, CT

In accordance with the Branford Town Code, Part II, General Legislation, chapter A236, Section K, Subsection 4: Upon receipt of a petition signed by fifty (50) electors asking that an item of Town business be placed on the agenda of the RTM, the moderator shall place such item on the agenda for consideration by the RTM.

MEETING DATE:			
AGENDA ITEM:			
The state of the s			
"An examination of the role	of the Town of Branfo	rd in the remov	al of an earthen berm by the
Branford Land Trust at Jarvis	S Creek and the potenti	al for public saf	ety hazards from the resulting
flooding of Route 146. "	18		
CIRCULATOR'S NAME	CIRCULATORS ADDRESS	Q(1)	RCULATOR'S SIGNATURE
	130 Happing Taylotines 1,500 000 100 000		
Debra Levi	131 North Main	St. #10	1) when any the
			Jan June
I, Lisa Arpin, Branford Town Cl	erk, acknowledge that the	e above circulato	r is an elector in the Town of
Branford, CT.	one, words wrouge that the	c above en caraco	is an elector in the Town of

Ma & Arpin		3/	9/2020
Signature of Town Clerk	· · · · · · · · · · · · · · · · · · ·	Date	
8		Date	
We, the undersigned, being elect	ors in the Town of Brant	ord do hereby ne	etition the agenda item
aforementioned in this document	he included in the Bran	ford Representati	ve Town Meeting agenda
more and the document	, or meraded in the Dian	iora representati	ive rown weeting agenda.
SIGNATURE OF ENROLLED	PRINTED NAME OF	BIRTH DATE	STREET ADDRESS
ELECTOR	ELECTOR Wilkins		STREET ADDRESS
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	SIGNATURE OF ENROLLED	PRINTED NAME OF	BIRTH DATE	STREET ADDRESS
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V	6. James Doughest	BRYAN DOLAher	tu i	621 /cetes TS/AND
V	7. Nagus Cooks	WATNE N. COOKE	4/5/1955	612 EAST MAIN STREET
/	8. Malelin	MARK RICHTON		I THIMOLE ISLAND RD
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MEETING DATE:	

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	45. Janual n	Laurel mediun'		710 Leetes Island Rd
	46. 2 0	Donald Nennessey		308 Damascus Rd
	47. Harakay Deno	Debra (Cay Levi		131 North Mart St
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CERTIFICATION BY TOWN CLERK					
I, the Town Clerk of Branford, CT, her	reby certify, that the	ne number of sign	ers of this 'Citizen's	Petition'	
I, the Town Clerk of Branford, CT, hereby certify, that the number of signers of this 'Citizen's Petition', being electors in the Town of Branford, totals					
		 :			
The aforementioned agenda item is eligible //is not eligible to be placed on the					
D 0 1D 1 = 77					
Branford Representative Town Meetin	g agenda.		(MEETIN	NG DATE)	
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			11012020		
Signature of Town Clerk		Date			
				Page 2	

87m - Admin Services

CITIZEN'S PETITION BRANFORD, CT

In accordance with the Branford Town Code, Part II, General Legislation, chapter A236, Section K, Subsection 4: Upon receipt of a petition signed by fifty (50) electors asking that an item of Town business be placed on the agenda of the RTM, the moderator shall place such item on the agenda for consideration by the RTM.

MEETING DATE:	•					
AGENDA ITEM:			ža Za	2020		
"An examination of the 77-acre Tabor property, its current use, and the development of a master plan".						
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				> .9	Pani Pani	
				<u>u</u>	Tarrie .	
CIRCULATOR'S NAME	CIRCULATORS ADDRESS		CIRCULATOR'S SI	GNA) UR	É	
Paul Kenney	15 Ark Road		0/			
I, Lisa Arpin, Branford Town Clerk, acknowledge that the above circulator is an elector in the Town of Branford, CT.						
Issi EAppu		3	19/2020	>		
Signature of Town Clerk		Date				
We, the undersigned, being elector				enda i	tem,	

aforementioned in this document, be included in the Branford Representative Town Meeting agenda.

SIGNATURE OF ENROLLED	PRINTED NAME OF	BIRTH DATE	STREET ADDRESS
ELECTOR	ELECTOR		
1. John Returner	Toda Ketrowski	12-51-78	S. Martowayer 67
2. Myyeyan	Jennifer Man		104 South Mintowesc
3.	Brian Nichols		12 ancentiable Ave
4. Tace Koraink	Crace LOSCIUK		1041. MURTONEVE ST
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6. Mary Robert	Nancy Petrouse		67 S. mintblese st
7. OC 0/	Paul Kenner		15 Ark Rd
8. Eugen Shoper	Elwand Skepard		27 Circle Dr.
9. Ruch lath,	Rick Colbyan	Norman R.	44 mpashor Rd
10. Mule Poto	Michael Roth	2-11-55	1 Marshall Pl.
11. Frankoth	Tracy Roth		4 /1
12.	Dave Fife	Fitch	SY Ark
13. Shar Familion	4 Sharen Farn (Dorch		IX Ark Rd Branford
14. Eusper Canage.	- EUGBWE CANNUM		29 Woodside De
15. Fryghel Malle	Josephine Golia		54 Indian Neck Ave
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MEETING DATE:	
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	CERTIFICATION BY TOWN CL	ERK			
	I, the Town Clerk of Branford, CT, hereby certify, that the number of signers of this 'Citizen's Petition',				

I, the Town Clerk of Branford, CT, hereby certify, that the being electors in the Town of Branford, totals	number of signers of this 'Citizen's Petition',
The aforementioned agenda item is eligible/is not elig Branford Representative Town Meeting agenda.	gible to be placed on the(MEETING DATE)
Signature of Town Clerk	3/9/2020 Date

Page 2