



RTM Administrative Services Committee

TOWN OF BRANFORD

Anthony Alfone * Maryann Amore * Linda Erlanger * Tracy Everson * Carolyn Sires * Frank Twohill * Victoria Verderame, Chair

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Branford RTM Administrative Services Committee Minutes for April 4, 2023

A regular meeting of the RTM Administrative Services Committee was held on Tuesday April 4, 2023 at 7:00 p.m. at the Joseph Trapasso Community Center, 46 Church Street.

Administrative Services Committee Members in Attendance:

Representatives: Alfone, Amore, Erlanger, Everson, Sires, Twohill and Verderame

The meeting was called to order at 7:01 p.m. by roll call vote with the full committee seated.

The agenda will be as follows:

1. To consider and if appropriate, approve the following FY23 budget transfer request from the Assessor:

From:	10141050-517000 Regular Wages & Salaries	(\$20,617)
To:	10141050-518000 Overtime	\$20,617

Town Assessor Barbara Neal presented on the item. A motion was made to approve by Rep. Alfone with a second from Rep. Everson. The motion passed unanimously.

2. To consider and if appropriate, approve the following FY23 budget transfer request from the Tax Collector:

From:	10141070-588802 Tax Refunds	(\$19,960)
To:	10141070-518000 Overtime	\$19,960

Town Tax Collector Robert Imperato presented on this item. A motion to approve was made by Rep. Erlanger with a second from Rep. Amore. The motion passed unanimously.

3. To consider and if appropriate, approve the following FY23 budget transfer request for Human Services Fund and Counseling Center as follows:

Transfer-Human Services Fund FY2023

Increase:	70090000-490010	Fund Balance Human Services Fund	\$64,000
Increase:	21844010-599110	Transfer Out – Capital Fund 700	64,000

Corresponding Transfer in Fund 700

Increase:	70090000-490010	Transfer In from Human Services Fund	\$64,000
Increase:	70044010-579350-xxxx	Electric Vehicle	45,000
	70044010-579300-xxx	Furniture	<u>19,000</u>
		Total	\$64,000

RESOLVED: That the Board of Finance recommends to the RTM an increase in the Human Services Fund Budget for FY2023 from \$1,813,938 to \$1,877,938. The increase will be funded through an appropriation from fund balance.

Branford Counseling Center Director Peter Cimino presented on the item. After a brief discussion, a motion to approve was made by Rep. Alfone and seconded by Rep. Erlanger.

- To hear and review proposed budgets for fiscal year 2023/2024 to Administrative Services Committee as follows:

Legislative.....	Lisa Arpin.....	11
Town Clerk.....	Lisa Arpin.....	18
Tax Collector.....	Robert Imperato.....	17
Labor Relations/Human Resources.....	Margaret Luberda.....	20/30
Information Technology.....	Debi Mirto.....	29
Elderly Services.....	Dagmar Ridgway.....	44
Probate Court.....	Chuck Tiernan.....	21
East Shore District Health Department.....	Michael Pascucilla.....	45
Human Services.....	Peter Cimino.....	43, 69 &70
Assessor.....	Barbara Neal.....	15
Board of Assessment Appeals.....	Barbara Neal.....	16
Elections.....	Dan Hally/Darren Lawler.....	22
Executive.....	Jamie Cosgrove.....	12
Legal Services.....	Jamie Cosgrove.....	19

Each budget was presented to the committee with the exception of Elections and Probate Court. Questions and comments were taken from committee members, RTM members,

and members of the public. The committee will vote on the proposed budgets at their next meeting, Tuesday, May 2, 2023.

5. Quarterly review of Town legal fees

The committee discussed the town's legal fees up to 12/31. First Selectman Cosgrove briefly presented. No action was taken.

The meeting was adjourned at 9:16 p.m. with a motion from Rep. Everson and seconded by Rep. Erlanger.

Dated this 6th day of April, 2023

Respectfully Submitted,

Victoria Verderame

Chair, Administrative Services Committee