



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 June 12, 2023

A special meeting of the RTM Administrative Services Committee was held on Monday, June 12, 2023, at 7:00 p.m. at the Joseph Trapasso Community Center, 46 Church Street.

The meeting was called to order at 7:02 p.m. with the following members in attendance: Rep. Alfone, Rep. Erlanger, Rep. Everson, Rep. Sires, Rep. Twohill and Rep. Verderame.

1. To consider and if appropriate, approve a transfer request from the Human Services Director for FY2023 as follows:

From:	21844010-588915	Relocation Services	(\$3,000)
To:	21844010-544300	Purchased Services	2,500
	21844010-544420	Equipment Rental	<u>500</u>
		Total	\$3,000

After a brief discussion, Rep. Alfone made the motion approve to approve the transfer with a second from Rep. Erlanger. The motion passed with 5 in favor and one abstention from Rep. Everson.

2. To consider and if appropriate, approve a budget transfer increase for FY2024 from the Human Services Director as follows:

Increase:	21890000-480296	Fund Balance Human Services Fund	(\$26,000)
Increase:	21844010-544300	Purchased Services	26,000

RESOLVED: That the Board of Finance recommends to the RTM an increase in the Human Services Fund Budget for FY2024 from \$1,913,499 to \$1,939,499. The increase will be funded through an appropriation from fund balance.

Human Services Director Peter Cimino was not at the meeting but promised to present at the full RTM meeting on 6/14. With that, Rep. Erlanger made the motion to approve with a second from Rep. Alfone. The motion passed with 5 in favor and one abstention from Rep. Everson.

- To consider and if appropriate, approve a transfer request from the Director of Information Technology for FY2023 as follows:

From: 10141190-544375	Hardware	(\$7,524)
10141190-588090	Travel	(746)
10141190-533300	Professional Development	(<u>3,580</u>)
	Total	(\$11,850)

To: 10141190-518000	Overtime Pay	\$ 8,270
10141190-519030	Accumulated Sick Pay	<u>3,580</u>
	Total	\$11,850

Rep. Everson made the motion to approve the transfer, with a second from Rep. Erlanger. The motion passed unanimously 6-0.

- To consider, and if appropriate approve a transfer request for salary adjustments for FY2024 as follows:

Transfer-Information Technology

From: 10141190-518000 Overtime (\$ 9,937)

To:10141190-517000 Regular Wages & Salaries 9,937

Rep. Alfone made the motion to approve this transfer, with a second from Rep. Everson. The motion passed unanimously 6-0.

- To consider and appropriate, approve the Town of Branford participating in the Neighborhood Assistance Tax Program for 2022.

This year's applicants are:

Stony Creek Fife and Drum Corps, Inc--\$55,000 for Uniform and Equipment replacement. This item passed unanimously 6-0.

Stony Creek Fife and Drum Corps, Inc--\$55,000 for Seaside Hall Energy Exterior Siding. This item passed unanimously 6-0.

Connecticut Hospice--\$125,000 for Uncompensated Care. This item passed unanimously 6-0.

Connecticut Hospice--\$50,000 for Energy Conservation Window Replacement. This item passed unanimously 6-0.

Orchard House--\$15,000 for Adult Day Health. This item passed unanimously 6-0.

Branford Land Trust--\$100,000 for Historic Land Trust House. This item passed unanimously 6-0.

The meeting was adjourned at 7:02 p.m.

Dated this 14th day of June 2023

Respectfully Submitted,

Victoria Verderame

Chair, Administrative Services Committee