

**BRANFORD REPRESENTATIVE TOWN MEETING
LEGAL NOTICE AND CALL**

The RTM will be convened on Wednesday, March 13, 2024 at 8:00 p.m. at Branford Fire Headquarters, 45 North Main Street, to consider and act upon the following matters:

AGENDA

1. Call to Order, Pledge of Allegiance
2. Call of the Roll
3. Approval of Minutes of February 14, 2024 and February 29, 2024 Meetings
4. Receipt of Communications, Reports of Committees, and Citizen Petitions.
5. To consider, and if appropriate, approve the following Bonding Resolution:

RECEIVED
 2024 MAR -1 P 3:18
Mari Estepin
 BRANFORD TOWN CLERK

A RESOLUTION AMENDING "RESOLUTION AUTHORIZING AN APPROPRIATION OF \$325,000 FOR THE POLICE HEADQUARTERS RENOVATION PROJECT AND THE FINANCING OF SAID APPROPRIATION BY THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE TOWN AND NOTES IN ANTICIPATION OF SUCH BONDS IN AN AMOUNT NOT TO EXCEED \$325,000 THEREFOR" TO INCREASE THE SCOPE OF THE PROJECT AND INCREASE THE APPROPRIATION AND BOND AUTHORIZATION THEREIN BY AN ADDITIONAL \$20,000,000 BE ADOPTED and recommended for Adoption by the Representative Town Meeting.*

*The full text of this resolution is appended to this agenda and is available on the Town of Branford website.

6. To consider and if appropriate, approve the following transfer request from the Assessor for FY2024:

From:		
10141050-517000	Regular Wages & Salaries	(\$25,300)
To:		
10141050-518250	Seasonal & Part-Time Help	25,300

7. To consider and if appropriate, approve the following transfer request and resolutions from the Director of Human Resources for FY2024 pursuant to the RTM-approved collective bargaining agreement for Town Hall Employees, UPSEU Local #405 Union Contract as follows:

General Fund Transfer for Town Hall Agreement

From:		
10149040-588802	Contingency	(\$109,566)
To:		
10141040-517000	Regular Wages & Salaries - Finance	\$ 8,701
10141050-517000	Regular Wages & Salaries - Assessor	10,813
10141070-517000	Regular Wages & Salaries - Tax Collector	8,128
10141080-517000	Regular Wages & Salaries - Town Clerk	8,228
10141130-517000	Regular Wages & Salaries - Planning & Zoning	2,585
10141160-517000	Regular Wages & Salaries - Inland Wetlands	0
10142010-517000	Regular Wages & Salaries - Police	4,823
10142040-517000	Regular Wages & Salaries - Fire	2,921
10143010-517000	Regular Wages & Salaries - Public Works	2,954
10143040-517000	Regular Wages & Salaries - Solid Waste	10,754
10143050-517000	Regular Wages & Salaries - Engineering	20,921
10141050-518000	Overtime - Assessor	659
10141070-518000	Overtime - Tax Collector	737
10141080-518100	Expanded Hours - Town Clerk	15
10141130-518000	Overtime - Planning & Zoning	213
10141040-519070	Retroactive Wages - Finance	4,296
10141050-519070	Retroactive Wages - Assessor	4,323
10141070-519070	Retroactive Wages - Tax Collector	5,114

10141080-519070	Retroactive Wages - Town Clerk	1,653
10141130-519070	Retroactive Wages - Planning & Zoning	1,343
10141160-519070	Retroactive Wages - Inland Wetlands	1,307
10142010-519070	Retroactive Wages - Police	2,135
10142040-519070	Retroactive Wages - Fire	1,462
10143050-519070	Retroactive Wages - Engineering	1,065
10143030-599105	Transfer Out - Sewer Utility Fund	<u>4,416</u>
	Total	\$109,566

RESOLVED: That the RTM authorize a FY2024 transfer from Contingency for \$109,566 to the noted accounts to fund compensation changes pursuant to the recently approved Town Hall Collective Bargaining Agreement through June 30, 2026.

Corresponding Sewer Utility Fund Transfer & Resolution

Appropriation Increase:

21090000-490010	Operating Transfer In	\$ 4,416
-----------------	-----------------------	----------

Appropriation Increase:

21043030-517000	Regular Wages & Salaries	\$ 2,954
21043030-519070	Retroactive Wages	<u>1,462</u>
	Total	\$ 4,416

RESOLVED: That the RTM authorizes a transfer out of \$4,416 to the Sewer Utility Fund to fund salary changes pursuant to the collective bargaining agreement for the Town Hall Union. This transfer will increase the Fiscal Year 2024 budget in the Sewer Utility Fund from \$4,813,105 to \$4,817,521.

8. To consider and if appropriate, approve the following transfer request and resolution from the Director of Human Resources for FY2024 pursuant to the RTM-approved collective bargaining agreement for the Town of Branford Employees, UPSEU Union Contract as follows:

General Fund Transfer for Branford Employees Agreement

From:

10149040-588802	Contingency	(\$104,695)
-----------------	-------------	-------------

To:

10141130-517000	Regular Wages & Salaries - Planning & Zoning	\$ 7,242
10141190-517000	Regular Wages & Salaries - Information Technology	8,356
10141200-517000	Regular Wages & Salaries - Human Resources	3,631
10142010-517000	Regular Wages & Salaries - Police	3,287
10142050-517000	Regular Wages & Salaries - Building Dept.	4,080
10143050-517000	Regular Wages & Salaries - Engineering	8,190
10144020-517000	Regular Wages & Salaries - Senior Center	13,287
10146020-517000	Regular Wages & Salaries - Willoughby Wallace	2,143
10141130-518000	Overtime - Planning & Zoning	213
10141190-518000	Overtime - Information Technology	500
10141200-518000	Overtime - Human Resources	250
10141130-519070	Retroactive Wages - Planning & Zoning	3,224
10141190-519070	Retroactive Wages - Information Technology	3,742
10141200-519070	Retroactive Wages - Human Resources	557
10142010-519070	Retroactive Wages - Police	63
10142050-519070	Retroactive Wages - Building Dept.	2,026
10143050-519070	Retroactive Wages - Engineering	4,060
10144020-519070	Retroactive Wages - Senior Center	2,713
10146020-519070	Retroactive Wages - Willoughby Wallace	1,072
10142060-599104	Transfer Out - Animal Control Fund	13,503
10143030-599105	Transfer Out - Sewer Utility Fund	6,859
10144010-599130	Transfer Out - Human Services Fund	<u>15,697</u>
	Total	\$ 104,695

RESOLVED: That the RTM authorizes a transfer from contingency for \$104,695 to the noted accounts to fund compensation changes pursuant to the recently approved Town of Branford Employees Collective Bargaining Agreement for through June 30, 2026.

Corresponding Animal Control Fund Transfer and Resolution:

Appropriation Increase:

20690000-490010	Operating Transfer In	\$13,503
-----------------	-----------------------	----------

Appropriation Increase:

20642060-517000	Regular Wages & Salaries	\$9,480
20642060-518000	Overtime	299
20642060-519070	Retroactive Wages	<u>3,724</u>
	Total	\$13,503

RESOLVED: That the RTM authorizes a transfer out of \$13,503 to the Animal Control Fund to fund salary changes pursuant to the collective bargaining agreement for the Town of Branford Employees Union. This transfer will increase the Fiscal Year 2024 budget in the Animal Control Fund from \$464,421 to \$477,924.

Corresponding Sewer Utility Fund Transfer & Resolution:

Appropriation Increase:

21090000-490010	Operating Transfer In	\$6,859
-----------------	-----------------------	---------

Appropriation Increase:

21043030-517000	Regular Wages & Salaries	\$4,606
21043030-518000	Overtime	0
21043030-519070	Retroactive Wages	2,253
21043030-519040	Accrued Payroll Expense	<u>0</u>
	Total	\$6,859

RESOLVED: That the RTM authorizes a transfer out of \$6,859 to the Sewer Utility Fund to fund salary changes pursuant to the collective bargaining agreement for the Town of Branford Employees Union. This transfer will increase the Fiscal Year 2024 budget in the Sewer Utility Fund from \$4,817,521 to \$4,824,380.

Corresponding Human Services Fund Transfer & Resolution:

Appropriation Increase:

21890000-490010	Operating Transfer In	\$15,697
-----------------	-----------------------	----------

Appropriation Increase:

21844010-517000	Regular Wages & Salaries	\$10,498
21844010-519070	Retroactive Wages	<u>5,199</u>
	Total	\$15,697

RESOLVED: That the RTM authorizes a transfer out of \$15,697 to the Human Services Fund to fund salary changes pursuant to the collective bargaining agreement for the Town of Branford Employees Union. This transfer will increase the Fiscal Year 2024 budget in the Human Services Fund from \$1,939,499 to \$1,955,196.

9. To consider and if appropriate, approve the following transfer request from the Director of Human Resources for FY2024:

From:

10141200-533300	Professional Development	(\$400)
-----------------	--------------------------	---------

To:

10141200-588090	Travel	400
-----------------	--------	-----

10. To consider and if appropriate, approve the following transfer request from the Registrar of Voters for FY24:

From:

10149040-588802	Contingency	(\$72,600)
-----------------	-------------	------------

To:

10141120-517100	Part-Time Clerical Support	\$5,000
10141120-517630	Election Workers	52,600
10141120-517705	Deputy Registrars	5,000
10141120-518000	Overtime	1,100
10141120-518250	Seasonal & Part-Time Help	2,000
10141120-533590	Moving & Storage	1,000
10141120-544300	Purchased Services-Repairs	1,600

10141120-555320	Postage	2,000
10141120-566920	Meal Supplies	2,000
10141120-588090	Travel	300
	Total	\$72,600

11. To consider, and if appropriate, approve an amendment to the Town Code, Chapter 17, Cosgrove Animal Shelter Commission, § 17-2 Membership to remove the reference to the Town of North Branford. (amendment attached)
12. To consider, and if appropriate, approve an amendment to the Town Code, to change RTM Rule E. 8.5. Amending, altering or suspending the rules, (2) Suspension of the Rules, to require a supermajority to suspend the Rules. (amendment attached)
13. To consider, and if appropriate, approve an amendment to the Town Code, to change RTM Rule E. 8.5. Amending, altering or suspending the rules, (1) Alteration or Amendment of the Rules, to require a supermajority to alter or amend the Rules. (amendment attached)
14. To consider, and if appropriate, approve an amendment to the Town Code, RTM Rules, E. Rule 4.5. Committee responsibilities (general) to clarify and coordinate. (amendment attached)
15. To consider, and if appropriate, approve an amendment to the Town Code, RTM Rules, E. Rule 4.5. Committee responsibilities (general) to clarify and coordinate long standing references to Reports and more recent requirements for Meeting Minutes.
16. Other Business
17. Call for Adjournment

Respectfully submitted,

Maryann Amore

**Moderator, Branford RTM
Fourth District Representative**

Attachments:

Memo from Registrars

Support Documents from Police Project

Peter H's Amendment Docs

RECEIVED

2024 JAN 26 A 8:55

M. S. Spina
BRANFORD TOWN CLERK

A RESOLUTION AMENDING "RESOLUTION AUTHORIZING AN APPROPRIATION OF \$325,000 FOR THE POLICE HEADQUARTERS RENOVATION PROJECT AND THE FINANCING OF SAID APPROPRIATION BY THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE TOWN AND NOTES IN ANTICIPATION OF SUCH BONDS IN AN AMOUNT NOT TO EXCEED \$325,000 THEREFOR" TO INCREASE THE SCOPE OF THE PROJECT AND INCREASE THE APPROPRIATION AND BOND AUTHORIZATION THEREIN BY AN ADDITIONAL \$20,000,000

WHEREAS, a resolution entitled "RESOLUTION AUTHORIZING AN APPROPRIATION OF \$325,000 FOR THE POLICE HEADQUARTERS RENOVATION PROJECT AND THE FINANCING OF SAID APPROPRIATION BY THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE TOWN AND NOTES IN ANTICIPATION OF SUCH BONDS IN AN AMOUNT NOT TO EXCEED \$325,000 THEREFOR" was adopted by the Representative Town Meeting on February 8, 2023 (the "Original Resolution"); and

WHEREAS, the Town of Branford (the "Town") would like to amend the project scope of the Original Resolution to include the addition of the improvements.

NOW THEREFORE BE IT RESOLVED:

Section I. The Original Resolution is hereby ratified, confirmed and adopted, and is amended to modify the scope of the Project, to increase the appropriation and bond authorization therein by \$20,000,000, from \$325,000 to \$20,325,000, and to make amendments to such resolution as set forth herein.

Section II. The caption of the Original Resolution is replaced in its entirety as follows:

RESOLUTION APPROPRIATING \$20,325,000 FOR THE POLICE HEADQUARTERS RENOVATION PROJECT AND AUTHORIZING THE ISSUE OF \$20,325,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section III. Section 1 of the Original Resolution is replaced in its entirety as follows:

Section 1. The sum of \$20,325,000 is appropriated by the Town of Branford, Connecticut (the "Town"), for (i) preliminary costs (including architectural and construction management fees) to determine the cost and scope of the renovation of the police headquarters located at 33 Laurel Street in the Town (the "Police Headquarters"), (ii) the planning, acquisition and construction of renovations to the Police Headquarters and the firearms training range located at 30 Harrison Avenue in the Town, including, but not limited to, a carport structure, related site improvements, relocation and temporary facility expenses, communications and computer infrastructure and equipment, furniture, fixtures and equipment, utilities, HVAC systems, repair or improvement of structures affected by the construction, testing, remediation,

surveying, and appurtenances related to the foregoing, or so much thereof or such additional improvements as may be accomplished within said appropriation, and for architectural, engineering, other consultant services as required, in part, and approximately in accordance with the Downes Construction Company report dated November 13, 2023, as may be amended, and (iii) insurance, legal, printing, capitalized interest, financing and debt administration costs (the "Project").

Section IV. The first sentence of Section 2 of the Original Resolution is replaced in its entirety as follows:

Section 2. To meet said appropriation, \$20,325,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date, or such later date as may be allowed by law.

Section V. Sections 3 through 7 of the Original Resolution remain unchanged and are hereby ratified, confirmed and adopted.