

*Wendy Styrin*  
BRANFORD TOWN CLERK

**BRANFORD REPRESENTATIVE TOWN MEETING  
LEGAL NOTICE AND CALL  
SPECIAL MEETING – JULY 21, 2021 8:00 p.m.**

The RTM will hold an in-person special meeting on Wednesday, July 21, 2021 at 8:00 p.m. at Fire Headquarters, 45 North Main Street, Branford, CT. Meeting materials are posted on the Town’s website (Branford-ct.gov) and will be available for viewing during and after the meeting. The meeting will be available for remote public viewing via BCTV (Comcast Channel 20) and Facebook Live.

All attendees must follow “Town Meeting Rules” as cited in Chapter A236 of the “Code of the Town of Branford,” speak when recognized by the Moderator, and speak on the subject under discussion or debate. All those recognized to speak must state their name when they speak. **Personal attacks on any person will not be tolerated and will be cause for removal from the meeting.**

1. Roll Call.
- 2.. To consider, and if appropriate, approve a transfer request from the Board of Police Commissioners for the following FY2021 transfer:

From:		
10142010-517000	Regular Wages & Salaries	\$137,546.31
10142010-518010	Overtime – Public Events	\$45,000.00
10142010-518250	Seasonal and Part-Time Staff	\$28,000.00
	Total	\$210,546.31
To:		
10150000-599110	Transfer to Capital Fund	\$114,000.00
10142010-519030	Accumulated Sick Pay	\$96,546.31
	Total	\$210,546.31
	Transfer In	\$114,000.00
70090000-490010		
Increase:		
70042010-579350-21221	Vehicles	\$72,000.00
70042010-579250-21239	PD Vehicle Equipment	\$42,000.00
	Total	\$114,000.00

3. To consider, and if appropriate, approve the following transfer requests and resolutions regarding the Dan Cosgrove Animal Shelter facility expansion appropriation:

**Resolved:** That the RTM approves an appropriation from increased undesignated fund balance in the amount of \$650,000. This transfer will increase the Fiscal year 2021 General Fund budget from \$118,867,730 to \$119,517,730 and will be used to partially fund the animal shelter renovation.

In addition, the RTM should consider, and if appropriate, approve the following transfer to reflect the impact on the general fund and capital fund.

General Fund Transfer

Increase:			
10190000	480296	Fund Balance Appropriation	\$650,000
Increase:			
10150000	599121	Transfer to Municipal Facilities Fund 720	650,000

Fund 720 Appropriation Adjustments

Increase:				
72042060	480290	18500	Donations & Contributions	585,500
72042060	490010	18500	Transfer In – General Fund	650,000
72090000	490040	18500	Bond Proceeds	464,500
			TOTAL	\$1,700,000
Increase:				
72042060	xxxxx	18500	Various Expense Accounts	\$1,700,000

4. To receive communications with respect to and consider and act upon a resolution entitled:

"RESOLUTION AMENDING A RESOLUTION APPROPRIATING \$2,895,000 FOR THE RENOVATION AND EXPANSION OF THE BRANFORD ANIMAL SHELTER AND AUTHORIZING THE ISSUE OF \$2,895,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE."

(The purpose of the amendment is to increase the appropriation and bond authorization from \$2,895,000 to \$4,595,000, and ratify, confirm and adopt all prior authorizations and resolutions in connection therewith).

The full text of the Resolution is on file, open to public inspection in the office of the Town Clerk and on the Town website.

5. Adjournment.

Dated this 12<sup>th</sup> day of July, 2021

Dennis T. Flanigan RTM Moderator

**BRANFORD BOARD OF POLICE COMMISSIONERS  
33 LAUREL STREET  
BRANFORD, CONNECTICUT 06405**

**ITEM #2**

Jill Marcus (Chair)  
Richard Goodwin  
Anthony Lasala  
Peter Hugret  
John Sousoulas  
Valerie Wiel-Wilkins

James B. Cosgrove  
First Selectman

Jonathan R. Mulhern  
Chief of Police



6/16/2021

Mr. Joseph Mooney  
Chair, Board of Finance  
Town of Branford  
1019 Main St.  
Branford, CT 06405

The Board of Police Commissioners respectfully requests an appearance before your board at your meeting on June 28, 2021. At that meeting, we will seek your approval for the following transfers in our FY 2020-2021.

From	Account	Description	To	Account	Description	Amount
	10142010-517000	Reg. Wages&Salary		70042010-579350	Vehicles	\$72,000.00
	10142010-517000	Reg. Wages&Salary		70042010-579250	PD Vehicle Equipment	\$42,000.00
	10142010-517000	Reg. Wages&Salary		10142010-519030	Accum. Sick Pay	\$23,546.31
	10142010-518010	Overtime – Public Events		10142010-519030	Accum. Sick Pay	\$45,000.00
	10142010-518250	Seasonal and Part-Time Staff		10142010-519030	Accum. Sick Pay	\$28,000.00

The transfer request is to purchase and equip two (2) police vehicles (\$114,000.00) that were not funded in the FY 21-22 budget and to cover a contractual sick time payout for four retired police employees (\$96,546.31).

Respectfully Submitted,

Jill Marcus  
Chair -Branford Police Commission

RECEIVED  
2021 JUN 18 P 12:21  
Mick S. [Signature]  
BRANFORD TOWN CLERK

## OFFICE OF THE TREASURER

BRANFORD, CONNECTICUT

1019 MAIN STREET  
POST OFFICE BOX 150  
BRANFORD, CT 06405



TEL: (203) 488-8394  
FAX: (203) 315-3736  
www.branford-ct.gov

Date: June 25, 2021

To: Joseph Mooney  
Chairman, Board of Finance

From: James P. Finch  
Finance Director

Re: Animal Shelter Renovation

RECEIVED  
 2021 JUN 25 P 1:53  
 BRANFORD TOWN CLERK

I attach for your review and consideration a resolution to increase the appropriation for the shelter renovation from \$2,895,000 to \$4,595,000. For reference I am attaching a copy of the letter I sent on July 11th as it summarizes the approach and actions required. Following the last meeting, I understood that the board was looking to receive additional information from the construction manager, an update on fundraising efforts and finally a scenario that reduced the costs to future taxpayers below \$306,000. My sense was the board supported the shared framework approach.

To assist the board I have attached a spreadsheet which provides a comparison of the following scenarios:

- The original appropriation from last fall.
- The request as outlined in my letter from the last meeting.
- A scenario reducing the cost to future taxpayers from \$306,000 to \$250,000.
- A better case scenario.
- A worst case scenario.

As the board is familiar with the first two columns I will include a brief discussion on the remaining columns.

Approaches to reduce the cost to future taxpayers from 306,000 to \$250,000:

As we discussed at the last meeting, some of the revenue components are interconnected and thus an adjustment to one variable may present unintended challenges for the other components. As an example, if the board were to increase the appropriation from fund balance, it would impact the amount North Branford would be required to pay during the next five years. Admittedly this is doable, however, it may not be received favorably since it is inconsistent with North Branford's prior expectations.

Alternatively asking the shelter commission and staff to raise an additional \$56,000 would be an easier task as this would simply result in a minor change to the bond resolution.

Better case scenario:

Under this scenario all things go our way with donations exceeding expectations and North Branford is fully on board with all of their related commitments (fund balance, debt service etc.)

Worst case scenario:

Admittedly one can develop many combinations of scenarios with varying levels of commitment from each of the stakeholders. Essentially these scenarios, as well as mine, are not guaranteed as they are based on probable outcomes. Therefore, the approach outlined in the worst case scenario takes the position that one should not focus on the probability of an unfavorable outcome but rather the consequence of an unfavorable outcome. Essentially this exercise forces decision makers to determine if an approach is worth pursuing after considering the risks and whether these risks will result in an outcome for which the recovery is slow and painful.

The worst case scenario assumes donations remain static based on the original budget and that none of these donations are earmarked for Sustainable CT (See notes) matching funds. Finally the scenario assumes that North Branford partners with another community thereby escaping any previous commitments to Branford.

Other considerations:

I want to underscore for the board, as well as the RTM, that approval of this resolution commits the town to funding the full amount of the appropriation and that shortfalls in the other revenue sources will be offset with borrowing. The challenge in financing this project is to strive for a "goldilocks" scenario in which the amount borrowed perfectly matches the net amount required from non-debt sources. If we ultimately realize excess bond proceeds we will reallocate these dollars to project(s) with unfinanced balances.

Conclusion:

This memo along with the attached worksheet is intended to provide additional scenarios to assist you in your decision. I have also included an attachment with revised resolutions and transfers. Please note that if your decision differs from the attachment it will require amendments to the resolution. I will also go over this with Kathryn before the meeting.



Notes:

*Sustainable CT's **Community Match Fund** is an innovative program that provides fast, flexible funding and support for engaging your community on wide-ranging sustainability projects. Eligible projects receive **dollar-for-dollar** matching funds from Sustainable CT.*

*The Town of Branford has twice used the community match fund for previous campaigns. The shelter would be the third match fund campaign and is expected to generate \$25,000 in donations with an anticipated \$25,000 match from Sustainable CT. Energy efficiency is a top priority for the Community Match Fund which makes the shelter a great candidate for this initiative. The funding will cover any incremental cost from the energy savings technology used in the construction of the new and renovated building.*

Cc J. Cosgrove  
K. LaBanca  
L. Burban  
L. Arpin

	Original	6-15 Meeting	6-28 Meeting	Better Case	Worst Case
Appropriation	2,895,000	2,895,000	2,895,000	2,895,000	2,895,000
Additional Funding		1,700,000	1,700,000	1,700,000	1,700,000
<b>Total Appropriation</b>	<b>2,895,000</b>	<b>4,595,000</b>	<b>4,595,000</b>	<b>4,595,000</b>	<b>4,595,000</b>
<b>Non Tax Revenue</b>					
Sustainable CT	25,000	25,000	25,000	25,000	
Animal Control Fund Balance	100,000	100,000	100,000	100,000	100,000
North Branford Contribution	-	214,500	214,500	214,500	-
Town Fund Balance Assignment	-	650,000	650,000	650,000	650,000
Donations (1)	730,000	1,259,500	1,315,500	1,400,500	730,000
<b>Total Non Tax Revenue</b>	<b>855,000</b>	<b>2,249,000</b>	<b>2,305,000</b>	<b>2,390,000</b>	<b>1,480,000</b>
Net Bonding	2,040,000	2,346,000	2,290,000	2,205,000	3,115,000
Total Costs with Interest	2,445,750	2,812,375	2,744,500	2,642,625	3,734,500
North Branford Share	(807,098)	(928,084)	(905,685)	(872,066)	0
Net Cost To Future Taxpayers	1,638,653	1,884,291	1,838,815	1,770,559	3,734,500
Average Cost/Year	109,244	125,619	122,588	118,037	248,967
Increase Over Original		16,376	13,344	8,794	139,723
Estimated tax impact on households/year					
Tax Bill of \$5,000	4.53	5.21	5.09	4.90	10.33
Tax Bill of \$10,000	9.06	10.42	10.17	9.79	20.66

Assumptions

15 Year bonds 2.5%

North Branford Share 33%

Sustainable CT Donations eligible for the match are in the donation totals

RECEIVED  
 2021 JUN 25 P 1:53  
 Mai S. Martin  
 BRANFORD TOWN CLERK

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2021 JUN 25 P 1:53

*Neil E. Arpin*  
BRANFORD TOWN CLERK

BOF Actions for 6-28 Meeting

Appropriation from Fund Balance

**Resolved:** That the Board of Finance recommends to the RTM an appropriation from increased undesignated fund balance in the amount of \$650,000. This transfer will increase the Fiscal year 2021 General Fund budget from \$118,867,730 to \$119,517,730 and will be used to partially fund the animal shelter renovation.

In addition, the Board should approve the following transfer to reflect the impact on the general fund and capital fund.

Transfers

General Fund Transfer

<b>Increase:</b>		
10190000 480296	Fund Balance Appropriation	650,000
<b>Increase:</b>		
10150000 599121	Transfer to Municipal Facilities Fund 720	650,000

Fund 720 Appropriation Adjustments

<b>Increase:</b>		
72042060 480290 18500	Donations & Contributions	585,500
72042060 490010 18500	Transfer In - General Fund	650,000
72042060 421220 18500	North Branford Contribution	214,500
72090000 490040 18500	Bond Proceeds	250,000
	<b>TOTAL</b>	<b>1,700,000</b>
<b>Increase:</b>		
72042060 xxxxxx 18500	Various Expense Accounts	1,700,000

Bond Resolution

Attached



**BOARD OF FINANCE**

TOWN OF BRANFORD

1019 MAIN STREET, P.O. BOX 150, BRANFORD, CONNECTICUT 06405

JOSEPH W. MOONEY, CHAIRMAN  
HARRY DiADAMO, JR.  
VICTOR J. CASSELLA  
ROBERT IMPERATO  
CHARLES F. SHELTON, JR.  
JEFFREY E. VAILETTE



EX-OFFICIO  
JAMES B. COSGROVE, First Selectman

CLERK  
LISA E. ARPIN, Town Clerk, CCTC CMC

June 29, 2021

To the Representative Town Meeting of  
The Town of Branford

Attention: Dennis Flanigan, Moderator

At a regular meeting of the Board of Finance held June 28, 2021, the following resolution was adopted:

RESOLVED: That the resolution entitled: "RESOLUTION AMENDING A RESOLUTION APPROPRIATING \$2,895,000 FOR THE RENOVATION AND EXPANSION OF THE BRANFORD ANIMAL SHELTER AND AUTHORIZING THE ISSUE OF \$2,895,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE" is hereby adopted and recommended for approval by the Representative Town Meeting.

(The purpose of the amendment is to increase the appropriation and bond authorization from \$2,895,000 to \$4,595,000, and ratify, confirm and adopt all prior authorizations and resolutions in connection therewith).

Very truly yours,

A handwritten signature in black ink, appearing to be "Joseph W. Mooney", is written over the text "Very truly yours,". The signature is fluid and extends to the right.

Chairman, Board of Finance

RECEIVED

2021 JUN 25 P 1:53

*Naomi Edgerton*  
BRANFORD TOWN CLERK

RESOLUTION AMENDING A RESOLUTION APPROPRIATING \$2,895,000 FOR THE RENOVATION AND EXPANSION OF THE BRANFORD ANIMAL SHELTER AND AUTHORIZING THE ISSUE OF \$2,895,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 1. The Resolution adopted September 9, 2020, entitled "RESOLUTION APPROPRIATING \$2,895,000 FOR THE RENOVATION AND EXPANSION OF THE BRANFORD ANIMAL SHELTER AND AUTHORIZING THE ISSUE OF \$2,895,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE", which is hereby ratified, confirmed and adopted, is amended by increasing the appropriation and bond authorization by \$1,700,000 to a total of \$4,595,000 as follows:

Section 2. The title of the Resolution is amended to read as follows:

RESOLUTION APPROPRIATING \$4,595,000 FOR THE RENOVATION AND EXPANSION OF THE BRANFORD ANIMAL SHELTER AND AUTHORIZING THE ISSUE OF \$4,595,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 3. Section 2 of the Resolution is amended by substituting the following:

The total estimated cost of the project is \$4,595,000 and is expected to be paid from an estimated \$1,315,500 to be raised for the project pursuant to a capital campaign of public contributions, energy rebates, fund balance from the Town of Branford, contributions from the Town of North Branford, and the balance from the bonds authorized herein.

Section 4. The first sentence of section 3 of the Resolution is amended to read as follows:

"To meet said appropriation, \$4,595,000 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."

Section 5. The Resolution is further amended by substituting the amount of \$4,595,000 for \$2,895,000, wherever it appears in the Resolution.