

RECEIVED

REPRESENTATIVE TOWN MEETING
BRANFORD, CONNECTICUT
LEGAL NOTICE AND CALL
SPECIAL MEETING

2022 JUL -8 A 10:10

Wes Estep
BRANFORD TOWN CLERK

A special meeting of the RTM will be convened on Wednesday, July 27, 2022 at 7:00 p.m at Branford Fire Headquarters, 45 North Main Street to consider and act upon the following matters.

1. Roll Call.
2. To consider, and if appropriate, approve changing the position of Branford Tax Collector from an elected official to a hired appointment.
3. To consider, and if appropriate, approve the recommendation of the Board of Finance that the RTM evaluate the request to fund the positions of Registrar of Voters on a full-time basis beginning January 1, 2023 for each year of their two year term of office at a rate of pay recommended by the Human Resources Department and approved by the RTM. This recommendation will be made pursuant to an analysis of the department's operations and staffing requirements.
4. To consider, and if appropriate, adopt a policy for virtual meetings into our Town Meeting Rules.
5. To consider and if appropriate, approve a transfer request from the Board of Recreation to reappropriate previous capital balances to capital outlay improvements for Veteran's Park tennis court renovations as follows:

From: 70045010-579250-22309	Plow/Sander-Chevy 3500	(\$805)
70045010-579350-21317	Vehicle-Dump Body Truck	(337)
70045010-579350-22308	Vehicles	(18)
70045010-579400-20314	Capital Outlay-Improvements	(38)
70045010-579480-20315	Capital Outlay Infrastructure	(874)
70045010-579400-21231	Field-Fencing Replacement Program	(913)
70045010-579400-20321	Capital Outlay Improvements	(18,721)
70045010-579400-19231	Field Renovation Program	(5,240)
70045010-579400-20231	Field Renovation Program	(16,690)
70045010-579400-21231	Field Renovation Program	(20,000)
	Total	(63,636)
To: 70045010-579400-23233	Court Renovation Program	(\$63,636)

6. To consider and if appropriate, approve a transfer request from the Conservation & Environment Commission as follows:

From: 10145100-544320	Grounds Maintenance	(\$1,000)
10145100-566900	Other Supplies	(1,500)
10145100-588200	Memberships & Meetings	(940)
10149040-588802	Contingency	(16,560)
	Total	(\$20,000)
To: 10150000-599110	Transfer Out Capital Fund (Resource Inventory)	\$20,000

7. To consider, and if appropriate, approve a tentative agreement between the Town of Branford and the Branford Fire Fighters Local #2533, International Associate of Fire Fighters AFL-CIO for the period July 1, 2022 through June 30, 2026.

8. To consider, and if appropriate, approve a transfer request from the Finance Director as follows:

From: 10149040-588802	Contingency	(\$161,746)
To: 10150000-599122	Transfer Out FEMA Fund	\$161,746

9. To consider, and if appropriate, approve the following transfer to support cuts in the General Government Buildings (GGB) requested FY23 budget.

This transfer was unanimously approved at a special meeting of the Board of Finance on 3/28/2022 but was never considered by the RTM.

From: 10149040-588802	Contingency	(\$53,000)
To: 10150000-599110	Transfer Out Capital Fund – Orchard House Roof	28,000
10150000-599110	Transfer Out Capital Fund – MUA Volunteer Serv.Ctr	<u>25,000</u>
	Total	\$ 53,000

10. Adjournment

Dennis T. Flanigan, Moderator
 Dated this 8th day of July, 2022



6-1-2022

Board of Recreation

Paul Criscuolo
Chairman

Helen "Bimmie" Herget
Clerk

Deborah Conklin
Jeanne Crowley
William T. O'Brien

Parks & Recreation Staff

Alex A. Palluzzi, Jr.
Director

Dale B. Izzo
Assistant Director

Victor Amatori, Jr.
Program Supervisor

Andrea L. Kenney
Program Coordinator

Colin Sheehan
Arts, Culture, &
Special Events Coordinator

Monica Sullivan
Administrative Assistant

Marissa Dugan
Administrative Assistant

Marcel "Butch" Cote
Lead Maintainer

Nicholas Polastri
Jeffrey Sitz
Colin Tracy
Maintainers

Dear Chairman Mooney,

Can you please consider the following transfer for the Parks & Recreation Department at the next regular scheduled meeting of the Board of Finance.

We are looking to repurpose previous capital balances to capital outlay improvements for Vet's Park tennis court renovations.

FY: 2021-22

From:

70045010-579250-22309	Plow/Sander-Chevy 3500	805.00
70045010-579350-21317	Vehicle-Dump Body Truck	337.00
70045010-579350-22308	Vehicles	18.00
70045010-579400-20314	Capital Outlay-Improvements	38.00
70045010-579480-20315	Capital Outlay Infrastructure	874.00
70045010-579400-21231	Field Fencing Replacement Program	913.00
70045010-579400-20321	Capital Outlay Improvements	18,721.00
70045010-579400-19231	Field Renovation Program	5,240.00
70045010-579400-20231	Field Renovation Program	16,690.00
70045010-579400-21231	Field Renovation Program	<u>20,000.00</u>
		63,636.00

To:

70045010-579400-23233	Court Renovation Program	63,636.00
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Sincerely, Alex

Cc: Jamie Cosgrove
Lisa Arpin
Paul Criscuolo
Dale Izzo
Jim Finch
Kathryn LaBanca

APJR/apjr

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2022 JUN 24 A 8:51

Wendell
BRANFORD TOWN CLERK

Date: June 22, 2022
 To: Joseph Mooney
 Chairman, Board of Finance
 From: Heather Wells-Sweeney, Conservation Commission
 Re: Transfer for Natural Resource Inventory

As the Board may recall from the March 15 public budget hearing, the Branford Conservation and Environment Commission (BCEC) is directed by the State to produce a Natural Resource Inventory (NRI) every 10 years. The BCEC is in the process of developing the scope of work for the project, after which the BCEC will hire someone to complete the work. The BCEC has refrained from spending the balances in our accounts in order to assist in lessening the burden of the expenses of the NRI. In our discussion with the Finance Director, he suggested that we make a request to your board to have these unspent balances transferred to the existing capital account. Finally, as we anticipate the need for more dollars, the First Selectman and Finance Director asked me to increase the request to \$20,000, which would bring the total capital appropriation to \$30,000, as \$10,000 was approved previously.

From		
101-45100-544320	Grounds Maintenance	1,000
101-45100-566900	Other Supplies	1,500
101-45100-588200	Membership and Meetings	940
101-49040-588802	Contingency	16,560
101-50000-599110	Transfer Out Capital Fund (Resource Inventory)	20,000

Cc J. Cosgrove
 Lisa Arpin

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2022 JUN -9 P 3:55

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT



W. Estroff
BRANFORD TOWN CLERK

1019 MAIN STREET
POST OFFICE BOX 150

(203) 315-0663
FAX (203) 315-3736
WWW.BRANFORD-CT.GOV

Date: June 7, 2022
To: Joseph Mooney, Chairman Board of Finance
From: James P. Finch
Finance Director *JPF*
Re: FEMA Fund Reconciliation and Transfer

Attached please find a one page summary of the revenues and expenditures recorded in the FEMA Fund beginning from FY 2020 to the present. As I noted in the past, the COVID funding sources and eligible uses continued to evolve since the beginning of the pandemic. As a result we had to "shuffle the cards" on multiple occasions to improve our chances of securing funds for the community. In addition to the pandemic related expenses, Branford experienced two major storms which are also reflected on the worksheet.

The summary outlines revenues and expenditures by project and takes one through the last two completed fiscal years along with an estimate of activity for FY 2022. Finally the transfer request of \$161,746 will make the fund whole by restoring the fund's balance to FY 2019 levels and thus providing dollars to offset the costs of future disasters. It is also important to underscore that approximately \$140,000 in general fund expenses were moved to the FEMA Fund in FY 2021 to improve our eligibility chances for COVID relief funding. As the Board is aware, moving those expenses from the general fund to the FEMA Fund in FY 2021 resulted in a net positive for the general fund balance.

General Fund

<u>From</u>		
10149040-588802	Contingency	161,746
<u>To:</u>		
10150000- 599122	Transfer Out FEMA Fund	161,746

Cc Board of Finance
J. Cosgrove
L. Arpin
RTM

2022 JUN -9 P 3:55

[Signature]
BRANFORD TOWN CLERK

FEMA Fund	FY 2020	FY 2021	Totals thru 2021	FY 2022
Revenue				
Health and Human Services	52,802		52,802	
State Elections Grants		19,311	19,311	-
FEMA Covid Project # 20712	17,978	5,993	23,971	-
State Covid Relief	82,585	228,413	310,998	-
Storm ISIAIS Project # 21700				207,293
Insurance Claims Refunds		25,860	25,860	
Fund Balance Transfer General Fund			-	
General Fund Transfer(s)	150,000	150,000	300,000	-
Total Revenues	303,365	429,577	732,942	207,293
Expenditures				
COVID 19				
Project # 20713 Local Share		90,421	90,421	
FEMA Covid	23,971		23,971	
Project # 20704 Covid OPM Share 20710	98,435	212,563	310,998	
Project # 20709 -HHS	5,013	47,789	52,802	
Subtotal Covid	127,419	350,773	478,192	-
Storms and Elections				
Storm ISIAIS Project # 21700		132,752	132,752	14,623
Storm 8-27 Project # 21701		438,085	438,085	14,686
Safe Polling Grants # Project 21702		23,643	23,643	
		594,480	594,480	29,309
Total Obligations(Including Encumbrances)	127,419	945,253	1,072,672	29,309
Surplus/Deficit	175,946		(339,730)	177,984
Beginning Balance	103,140		103,140	(236,590)
Ending Balance	279,086		(236,590)	(58,606)
Amount to Restore Beginning Balance				(161,746)

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: March 29, 2022
To: Joseph Mooney
Chairman, Board of Finance
From: James P. Finch
Finance Director
Re: Transfers

RECEIVED
 2022 MAR 25 P 3:41
 MAJ. ESTERSON
 BRANFORD TOWN CLERK

Please find attached a series of actions which can be characterized as cuts (contingency transfer to support GGB reductions in the requested budget, closeouts and consolidations.

TRANSFERS TO SUPPORT CUTS IN THE REQUESTED BUDGET

FROM				
ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	AMOUNT
10149040	588802		CONTINGENCY	53,000
TO				
ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	AMOUNT
10150000	599110		TRANSFER OUT CAPITAL FUND - ORCHARD HOUSE ROOF	28,000
10150000	599110		TRANSFER OUT CAPITAL FUND - MUA VOLUNTEER SERVICES CENTER	25,000
TOTAL				53,000

CLOSEOUTS

FROM				
ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	AMOUNT
70043010	579480	11310	HICKORY HILL DRAINAGE-PHASE II -DPW	2,233
70043010	579250	21315	QUICKVIEW POLE CAMERA - DPW	1,250
70043050	579400	17318	SUPPLY POND REPAIRS & IMPROVEMENTS -ENG	66
70042040	579250	20307	FIRE DEPT - HYDRAULIC TOOLS	1,476
70042040	579250	21309	FIRE DEPT - CARDIAC MONITORS	669
70042040	579250	22304	FIRE DEPT - CARDIAC MONITORS	1,397
70042010	579250	22223	SPEED DETECTION & WARNING DEVICES - POLICE	18
TOTAL				7,109

Complete

TO

<u>ORG</u>	<u>OBJ</u>	<u>PROJECT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
	599100		TRANSFER OUT TO GENERAL FUND	7,109

CONSOLIDATIONS

FROM

<u>ORG</u>	<u>OBJ</u>	<u>PROJECT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
70045070	579480	10236	SEAWALL REPAIRS -DOCKS AND RECREATION	10,362

TO

<u>ORG</u>	<u>OBJ</u>	<u>PROJECT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
70043010	544300	22236	SEAWALL REPAIRS -DPW	10,362

Complete