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Noel Arpin
BRANFORD TOWN CLERK



Representative Town Meeting

Meeting Minutes

June 9, 2021 7:00 p.m.

Moderator: Dennis T. Flanigan	Clerk: Donna Laich
Majority Leader: Ray Ingraham	Minority Leader: Tom Brockett

The RTM held a remote meeting via Zoom on Wednesday, June 9, 2021 at 7:00 p.m. to consider and act upon the following matters. Moderator Flanigan reviewed the procedures and rules for a remote meeting.

1. Roll Call

Representatives Present: Adelman, Aitro, Alfone, Anderson, Black, Brockett, Conklin (left 8:40), Everson, Flanigan, Greenberg, Hakun, Healy, Hentschel, Hynes, Ingraham, Jackson, Laich, Prete, Riccio, Sember, Shrestha (arrived 7:10), Sires, Soomro (left 9:15), Stepanek, Sullivan, Twohill, Verderame & Wells.

Representatives Absent: Erlanger, Torelli

Ex Officios Present; 1st Selectman Cosgrove, Town Clerk Arpin.

Rep. Alfone made a motion to add an agenda item; the re-appointment of Mario Ricozzi to the South-Central Regional Water Authority. The motion was unanimously approved (see item 12).

2. **Approval of minutes of previous meeting:** Rep. Ingraham made a motion to accept the minutes from the 5/11/21 RTM meeting; 2nd by Rep. Brockett and unanimously approved.

3. Reception of communications, reports of committees, and citizen petitions.

- a. A letter from Citizen Cooke regarding the Tabor property was read by the moderator. It was previously sent to the Board of Selectman and therefore the moderator declared no action at this time. (see attached letter)
- b. The moderator read a letter from Citizen Cooke regarding a request for screen sharing at tonight's meeting to be presented under "other business". The moderator granted permission for the presentation with the understanding that personal attacks will not be allowed.
- c. The moderator read a letter from Citizen Cooke regarding the Dan Cosgrove Animal Shelter. The moderator stated this item was tabled by the Board of Finance.

- d. A letter written by Mr. Cooke and submitted to the May RTM meeting was mentioned but not read. (see RTM minutes 5/11/21).
- 4. To consider, and if appropriate create a Blight Ordinance for the Town of Branford.**
 - a. Rep. Black briefly described the process involved leading to the final version of the Blight Ordinance. The Rules and Ordinance Committee voted 5-0 with 1abstention in favor of the adoption of the Blight Ordinance. RTM members praised and thanked the members of the committee for their hard work in creating this ordinance. After a lengthy discussion, the Blight Ordinance was passed in a roll call vote 24-3 (see attached). For a full discussion of the Blight Ordinance see BCTV.
 - 5. Letters and Petitions: R&O Letter-Request to review Code of Ethics:** Rep. Black made a motion to re-refer this item as recommended unanimously in committee. After comments and concerns raised by residents, the motion to re-refer passed unanimously.
 - 6. To consider, and if appropriate, create an Ordinance pertaining to Unused Capital Funds:** Rep. Black reported that the Rules and Ordinances committee voted to re-refer this item. The motion to re-refer passed unanimously after hearing comments from the public.
 - 7. To consider, and if appropriate, approved the appointment of Judith Amarone to fill a vacancy left by Arthur Pappas to the Greater New Haven Transit District term to expire December 31,2023.**
 - a. Rep. Alfone gave a brief description of Judith’s excellent qualifications and said this passed 5-0 in committee with 2 abstentions.
 - b. Rep. Everson and Rep. Adleman provided comments explaining their abstentions during the committee vote.
 - c. The motion to approve this appointment passed unanimously.
 - 8. To consider, and make a recommendation to the full RTM regarding repeal of Ordinances regarding piggeries, Sec. 118-4:** Rep. Black reported Rules and Ordinances voted to take no action on this item and put it forward for a vote. After comments from the public the motion to remove this item passed unanimously.
 - 9. To consider, and if appropriate, approve participating in the Neighborhood Assistance Tax Credit Program.**
 - a. Rep. Alfone gave a brief description of the Tax Credit Program. The Administrative Services Committee previously voted to approve participation in this program 7-0. The item was put forward for approval from the RTM to participate in this process and passed unanimously.
 - b. Rep. Alfone made a motion to approve the 3 applicants; 2nd by Rep. Ingraham. The organizations are CT Hospice, the Animal Shelter, and the Stony Creek Fife and Drum Corp.

- c. Rep. Sullivan offered an amendment to Rep. Alfone’s motion to divide the applicants for discussion purposes as the required 48 hrs. notice regarding the Animal Shelter request was not provided. Rep. Everson 2nd the motion. The motion was defeated in a roll call vote 14-13. Rep. Black made an amendment to Rep. Alfone’s motion to suspend rule 4.4.1 and rule 9-5. Rep. Ingraham 2nd that motion. The motion passed 21-5 with 1 abstention. After a lengthy discussion from RTM members and the public, the motion to approve the 3 applicants passed unanimously (for a full discussion see BCTV).

10. To consider, and if appropriate, approve an Agreement by and between the Town of Branford and the United Public Services Employees Union Local #424 Water Treatment Employees July 1,2020 through June 30,2023.

- a. Rep. Black reported the Rules and Ordinances committee unanimously approved this item and put it forward for approval. The item was approved in a roll call vote 25 – 1 (see attached).

11. To consider, and if appropriate, approve a request from the Human Resources Director for the following FY21 budget transfers:

- a. Rep. Black stated Ways & Means did not meet on this and made a motion to waive rule 4.4.1, 2nd by Rep. Brockett. The motion was unanimously approved for items 11, 11a, 11b, and 11c.
- b. Rep. Black provided a brief description of Item 11 and put it forward for a vote. The item was unanimously approved.

Transfer

From:

ORG	Object	Description	Amount
10149040	588802	Contingency	\$13,345

Transfer To:

ORG	Object	Description	Amount
10141130	517000	Wages & Salaries - Planning & Zoning	\$1,402
10141190	517000	Wages & Salaries - Information Technology	1,702
10141200	517000	Wages & Salaries - Human Resources	183
10142010	517000	Wages & Salaries - Police	541
10142050	517000	Wages & Salaries - Building	915
10143050	517000	Wages & Salaries - Engineering	879
10144020	517000	Wages & Salaries - Senior Center	2,956
10146020	517000	Wages & Salaries - WWML	423
10141130	519040	Accrued Payroll Expense	6
10141190	519040	Accrued Payroll Expense	7
10141200	519040	Accrued Payroll Expense	1
10142010	519040	Accrued Payroll Expense	3
10142050	519040	Accrued Payroll Expense	4

10143050	519040	Accrued Payroll Expense	4
10144020	519040	Accrued Payroll Expense	12
10146020	519040	Accrued Payroll Expense	2
10142060	599104	Transfer Out - Animal Control Fund	1,632
10143030	599105	Transfer Out - Sewer Utility Fund	321

10144010	599130	Transfer Out - Human Services Fund	2,351
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11a. Corresponding Animal Control Fund Transfer &

Resolution: Rep. Black moved that the RTM approve this item, 2nd by Rep. Ingraham. After a brief discussion Item 11a was unanimously approved.

Appropriation Increase:

20690000	490010	Operating Transfer In	\$1,632
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Appropriation Increase:

20642060	517000	Wages & Salaries	1,627
20642060	519040	Accrued Payroll Expense	5

Resolved: That the RTM approves a transfer out of \$1,632 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 2021 budget in the Animal Control Fund from \$367,026 to \$368,658

11.b Corresponding Sewer Utility Fund Transfer & Resolution:

Rep. Black made a motion to approve these transfers and the resolution, 2nd by Rep. Brockett. The motion was approved 25-1 (see attached).

Appropriation Increase:

21090000	490010	Operating Transfer In	\$321
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Appropriation Increase:

21043030	517000	Wages & Salaries	320
21043030	519040	Accrued Payroll Expense	1

Resolved: That the Board of Finance recommends to the RTM a transfer out of \$321 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 2021 budget in the Sewer Utility Fund from \$4,606,967 to \$4,607,288.

11.c Corresponding Human Services Fund Transfer &

Resolution: Rep. Black made a motion to approve these transfers and the resolution; 2nd by Rep. Ingraham. The motion passed unanimously.

Appropriation Increase:

21890000	490010	Operating Transfer In	\$2,351
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Appropriation Increase:

21844010	517000	Wages & Salaries	2,342
21844010	519040	Accrued Payroll Expense	9

Resolved: That the Board of Finance recommends to the RTM a transfer out of \$2,351 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 2021 budget in the Human Services Fund from \$1,653,902 to \$1,656,253.

12. To consider, and if appropriate, approve the re-appointment of Mario Rizzo to the South-Central CT Regional Water Authority:

- a. Rep. Alfone made a motion to waive rule 4.11; 2nd by Rep. Black and unanimously approved.
- b. Rep. Alfone made a motion to re-appoint Mario Rizzo to represent Branford on the South-Central Regional Water Authority; 2nd by Rep. Black. After a brief conversation, the re-appointment was approved with 3 abstentions (see attached)

13. Any other Business to come before the RTM:

- a. Rep. Ingraham asked for a moment of silence to honor Robert J. Massey Sr. (retired Assistant Fire Chief). Notification of his passing came during this meeting.
- b. Rep. Everson noted the increase in the sewer fee from \$130.00 to \$170.00.
- c. Mr. Cooke made a presentation to the RTM concerning several issues. This presentation and public comment can be viewed on BCTV.

14. Adjournment: 9:29PM

Motion to adjourn by Rep. Ingraham 2nd by Rep. Sember

Dated this 15th day of June 2021

Respectfully submitted,

Donna Laich, RTM Clerk

RTM Roll Call List ~ Date: 6-9-2021									
	NAME	ATTENDANCE	Item #4 Blight Ordinance	Item #9 - motion to divide into 2 parts	Item #9 - motion to suspend rules 995 & 441	Item #9 to approve 3 applicants	Item #10	Item 11b	Item # 12
1	ADELMAN	present	yes	yes	yes	yes	yes	yes	abstain
2	AITRO	present	yes	yes	yes	yes	yes	yes	yes
3	ALFONE	present	yes	no	yes	yes	yes	yes	yes
4	ANDERSON	present	yes	no	yes	yes	yes	yes	yes
5	BLACK	present	no	yes	yes	yes	yes	yes	yes
6	BROCKETT	present	yes	yes	no	yes	yes	yes	yes
7	CONKLIN	present	no	no	yes	yes	left meeting		
8	EVERSON	present	yes	yes	no	abstain	yes	yes	abstain
9	ERLANGER	Absent							
10	FLANIGAN	present							
11	GREENBERG	present	yes	no	yes	yes	yes	yes	yes
12	HAKUN	present	yes	no	yes	yes	yes	yes	yes
13	HEALY	present	yes	yes	yes	yes	yes	yes	yes
14	HENTSCHEL	present	yes	yes	yes	yes	yes	yes	yes
15	HYNES	present	yes	no	yes	yes	yes	yes	yes
16	INGRAHAM	present	yes	no	yes	yes	yes	yes	yes
17	JACKSON	present	yes	yes	yes	yes	yes	yes	yes
18	LAICH	present	yes	yes	yes	yes	yes	yes	yes
19	PRETE	present	yes	no	yes	yes	yes	yes	yes
20	RICCIO	present	yes	no	abstain	abstain	yes	no	yes
21	SEMBER	present	yes	yes	yes	yes	yes	yes	yes
22	SHRESTHA	present	yes	yes	no	yes	yes	yes	yes
23	SIRES	present	yes	no	yes	yes	yes	yes	yes
24	SOOMRO	present	yes	yes	no	yes	yes	yes	yes
25	STEPANEK	present	yes	no	yes	yes	no	yes	yes
26	SULLIVAN	present	yes	yes	no	abstain	yes	yes	abstain
27	TORELLI	Absent							
28	TWOHILL	present	yes	no	yes	yes	yes	yes	yes
29	VERDERAME	present	yes	no	yes	yes	yes	yes	yes
30	WELLS	present	no	no	yes	yes	yes	yes	yes
Total		30	24y-3n	14n-13y	21y-5n1 abstain	4 y 3 abstain	25 y-1n	25y-1n	23y 3 abstain
	Ex Officios								
	1st Selectman Cosgrove	present							
	Selectman Dunbar								
	Town Clerk Arpin	present							
	Treasurer Schwanfelder								
	Town Attorney Aniskovich								
	Selectman Higgins								

BOARD OF SELECTMEN

BRANFORD, CONNECTICUT



JAMES B. COSGROVE
First Selectman

RAYMOND E. DUNBAR, JR.
ANGELA M. HIGGINS

1019 MAIN STREET
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BRANFORD, CT 06405
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DATE: June 1, 2021
TO: Dennis Flanigan, RTM Moderator
FROM: James B. Cosgrove, First Selectman *J.C.*
RE: RTM Agenda

RECEIVED
2021 JUN -2 A 11:18
Mari Ricozzi
BRANFORD TOWN CLERK

At the Board of Selectmen's Meeting held on May 19, 2021 the Board unanimously approved the reappointment of Mario Ricozzi to the South Central Connecticut Regional Water District's Representative Policy Board for another three year term, term to expire June 30, 2024.

Please place this reappointment on the next agenda of the RTM for legislative approval. Thank you for your consideration.

Representative Policy Board

South Central Connecticut Regional Water District

90 Sargent Drive, New Haven, Connecticut 06511-5966 / 203-401-2515

<http://www.rwater.com>

May 12, 2021

First Selectman James B. Cosgrove

Town of Branford

1019 Main Street

Branford, CT 06405

Dear First Selectman Cosgrove:

On June 30, 2021, Mario Ricoszi's term as Branford's Representative on the South Central Connecticut Regional Water District's Representative Policy Board ("RPB") expires. At this time, I would ask you to reappoint Mr. Ricoszi or appoint someone new to represent your community on the RPB beginning July 1, 2021 for a three-year term ending June 30, 2024.

There is no limit to the number of terms a member may serve. The only requirement is that the individual be an elector in your community. Each of the District's communities is represented on the RPB. In addition, the Governor appoints a member. Members of the RPB typically have experience or expertise in finance, large-scale capital projects, municipal or state government, environmental science, land use, or managing complex organizations.

The RPB establishes water rates, authorizes the issuance of bonds, approves major capital projects, establishes land use standards, authorizes the sale of any of the Authority's 27,000 acres, and has the responsibility of appointing the five-members of the Regional Water Authority board, which oversees day-to-day operations. The Regional Water Authority is a political subdivision of the state established by the Connecticut General Assembly. It serves more than 400,000 people throughout South Central Connecticut. The Water District comprises of 20 cities and towns.

Mr. Ricoszi has been a member of the RPB since 2010 and currently serves as Chairman of the RPB. Mr. Ricoszi's historical knowledge and experience make him an extremely valuable RPB member.

Under the governing statute, Connecticut Special Act 77-98, as amended, the appointment process requires that you make your appointment, you receive your legislative body's confirmation of the appointment, and the appropriate documentation be received by the RPB's administrative offices. The documentation should include copies of: (1) your letter of appointment, (2) notice of the meeting at which the appointment is confirmed by the municipality's legislative body, and (3) the minutes of said meeting.

If the appointment process is not complete by June 30, 2021, law provides that Mr. Ricoszi will continue to serve until a successor is appointed.

I hope this letter and the enclosure provide some useful background. Please do not hesitate to talk with Mr. Ricoszi or call me at (203) 988-2379.

Sincerely,

Charles Havrda/js

Charles Havrda

RPB Vice Chairman

cc: Mario Ricoszi

Enclosure: Job Description, Member, RPB

Job Description: Member, Representative Policy Board South Central Connecticut Regional Water District

Members of the Representative Policy Board (RPB) are unique among all public officials in Connecticut in the multiple roles they fulfill. They sit as administrative judges, much like members of the State of Connecticut Public Utilities Regulatory Authority, when they evaluate rate cases, land policies and transactions. They act as "stakeholders" when they select auditors, consider major capital expenditures, and appoint the five members of the Regional Water Authority (RWA), the governance unit responsible for day-to-day oversight of RWA operations. In addition, from time-to-time, members of the RPB, individually, through the statutory committees, and occasionally as a board, offer advice and guidance to the RWA and its management. Finally, they serve as a link to the cities and towns that comprise the Regional Water District, facilitating two-way communications between the RWA and elected officials as well as the general public.

Appointment and Term

Members are appointed to staggered three-year terms commencing July 1. Approximately a third of the terms expire each year. Members continue to serve until their successors are duly appointed and confirmed. Each municipality in the Regional Water District is represented by one member on the RPB, as is the Governor. A formula set forth in the enabling legislation determines the number of "weighted votes" accruing to each municipality; these are recalculated annually. Appointments are made in each municipal jurisdiction in the District by the Chief Elected Official, subject to confirmation by the municipality's legislative body.

Authority Accruing to Members of the RPB

Acting as a Board, Members of the RPB:

1. Approve adjustments in rates to be paid by all water customers requested by the RWA
2. Act upon requests by the RWA to issue bonds
3. Authorize the RWA to proceed with capital projects of \$2 million or more
4. Select the RWA's auditor
5. Adopt policies and standards pertaining to land use relating to the RWA's more than 27,000 acres
6. Act on RWA requests to sell real property or interests in real property it owns, and the terms thereof
7. Appoint the five members of the Regional Water Authority
8. Fix compensation of RWA members
9. Ratify the RWA's candidate for appointment to CEO
10. Name the Consumer Affairs Officer
11. Adopt the budget for the Office of Consumer Affairs
12. Decide whether the RWA can acquire any existing water system
13. Adopt RPB bylaws and Rules of Practice
14. Elect RPB officers

Duties and Responsibilities of Members of the RPB

- Serve as the liaison between the community represented and the RWA
- Prepare for, attend, and participate in meetings of the RPB, typically one each month on the third Thursday evening
- Prepare for, attend, and participate in meetings of RPB committee(s) to which assigned, typically one meeting per month
- Respect rules governing the consideration of applications coming before the RPB
- Respect the confidentiality of information regarding the RWA when so apprised and when permitted by FOIA
- Serve when invited to participate on other committees of the RPB, if at all possible
- Participate when invited in briefings and ceremonial events involving the RWA

Qualifications

- Nominee must be an elector of the jurisdiction from which appointed
- While not required, nominees with any of the following attributes bring especially valuable skills to the RPB: expertise in finance, large scale capital projects, civil engineering, management of complex organizations, environmental science, or land use

Compensation

Compensation of Members of the RPB is provided for in the legislation that created the Regional Water District. It is fixed by statute at \$111.76 per duty day.

**As reviewed by Town Counsel
and approved by R&O 6/2/2021**

The Mission

The mission of the ordinance drafting sub-group has been to generate an ordinance for Branford, similar to most other towns/cities, that would fill an administrative void by establishing protections other ordinances and regulations do not provide. Understanding that the causes of blight can be complicated, the drafting committee recognized that flexibility is desirable in addressing this issue. The primary economic focus is for the town to prevent a reduction of property values as a result of neighboring blight while keeping the cost minimal.

Preface – to the draft Blight Ordinance

Per State enabling Statute, towns in Connecticut can enact blight ordinances. Over the last ten years most towns in New Haven County have enacted blight ordinances including East Haven, New Haven, North Haven, Guilford and Madison. Presently Branford does not have such an ordinance. Thus, the Town is not empowered to take blight prevention actions.

Blight can take many forms and can have insidious consequences for the Town. Its continued existence may contribute to the decline of neighborhoods and a decrease in property values. The existence of such properties can adversely affect the economic wellbeing of the Town and is inimical to the health, safety, and welfare of its residents.

Addressing blight through Zoning Regulation is extremely limited due to scope and process. Currently, if a Town official approaches a blighted property owner, the lack of enforcement capabilities limits their ability to reach appropriate and agreeable response.

The proposed ordinance recognizes that quite often visual indicators of blight reflect a deeper issue with underlying limiting circumstances – age, impoverishment, physical or mental disability, etc. It outlines a process to address blight complaints that encourages voluntary remediation without the necessity of moving further to legal citations and claims. It provides an initial approach to resolution utilizing various Branford support groups without the necessity of legal steps.

This ordinance will provide Town staff with the tools and authority to get a meaningful voluntary response from owners of blighted properties when they are approached, while providing the proper tools and protections to issue citations, etc., in the limited cases where they may be ultimately needed to force resolution.

Although Branford does not have an unusually high number of blighted properties, blight does exist in our town. Where there are blighted properties that blight can be persistent, lasting years and even decades.

Residents residing adjacent or near blighted properties and who have requested help to alleviate those conditions often see limited resolution of the condition. They often find that the Branford Zoning Enforcement Officer or the East Shore District Health Department Director have their hands tied due to a lack of empowering legislation. At present the Town is unable to help prevent or alleviate most blight types; the Branford Zoning Regulations has minimal restrictions on junk and abandoned cars and the East Shore Health District, acting under the Connecticut Health Code, may only address abandoned buildings.

In our conversations with blight officers in other towns they all say that once blight is brought to an owner's attention there is usually a quick response and cooperation to alleviate their blighted conditions. However, in addition to encouraging voluntary compliance, this ordinance does provide a due process procedure, if necessary, for the rare cases when a property owner does not remediate the blight on their property.

In drafting the proposed ordinance, we reviewed numerous blight ordinances throughout the State. What were determined to be the best elements from other Towns were used as building blocks for this draft. We refined and organized the content, holding weekly zoom meetings for several months. Throughout, we were guided by a "philosophical" intention to define a process that would achieve results while protecting and assisting those who may be vulnerable.

During the drafting of this ordinance the team met with Town Officials to get their helpful input including: First Selectman Jamie Cosgrove, Police Chief Mulhern, Town Planner Smith, Assistant Town Engineer Acquino, (who used to be the Branford Zoning Enforcement Officer,) Branford Counseling and Community Services Director Cimino, Zoning Enforcement Officer Brennan and Building Official Cinicola.

A blight ordinance is needed in Branford. Please pass the blight ordinance for the citizens of Branford. Should you have any questions please ask the blight ordinance drafters.

Blight Prevention Ordinance

Town of Branford, Connecticut

Outline of Contents

- § xxx-1 Purpose (general intent)
- § xxx-2 Declaration of Policy (scope of provisions)
- § xxx-3 Definition of Blight
- § xxx-4 Definition of Terms
- § xxx-5 Special Consideration
- § xxx-6 Blight Prevention Officer
- § xxx-7 Process for Resolution and Enforcement
 - A. Receipt of Written Complaint
 - B. Initial investigation
 - C. Blight Team Conference
 - D. Issuance of a Verbal Warning
 - E. Determination of Special Considerations
 - F. Issuance of a written Blight Ordinance Notice of Violation (Warning)
 - G. Resolution by Conference
 - H. Enforcement by Citation
 - I. Admission of Liability; Hearing Request
 - J. Appeal by Hearing - Hearing Procedures for Citations
 - K. Remedial Action
 - L. Funding of Remediation Undertaken by the Town
- § xxx-8 Violations, Penalties, Cure for Non-compliance
- § xxx-9 Acquisition of Properties
- § xxx-10 Minimum Standards
- § xxx-11 Severability
- § xxx-12 Effective Date

Blight Prevention Ordinance

Town of Branford, Connecticut

§ xxx-1 Purpose

This Ordinance is enacted pursuant to the Municipal Powers Act (Sec. 7-148, et seq) of the State of Connecticut General Statutes.

It is hereby found and declared that there may exist within the Town of Branford (the "Town") a number of real properties (both commercial and residential), which are vacant and/ or in a blighted condition, and whose continued existence may contribute to the decline of neighborhoods. It is further found that the existence of such properties adversely affects the economic wellbeing of the Town and is inimical to the health, safety, and welfare of its residents.

This ordinance is sensitive to the private property rights of the citizens of Branford and to the fact that a significant number of the instances of residential blight are the result of extenuating circumstances caused by limitations resulting from age, physical or mental disability, and/or economic situations.

The objective of this ordinance is to set up a process for addressing blighted conditions that leads to a successful resolution of those conditions short of the issuance of a citation or a fine.

In few cases of extreme blight which are not caused by extenuating circumstances this ordinance will provide the Town with administrative tools to address those conditions. It is further found that many of those properties can be rehabilitated, reconstructed, or reused so as to provide decent, safe and sanitary housing or commercial facilities, and that such rehabilitation, reconstruction, or reuse would eliminate, remedy and prevent the adverse conditions described above.

§ xxx-2 Declaration of Policy

- A. No owner of real property located in the Town of Branford shall allow, create, maintain, or cause to be created or maintained, a Blighted Premise.
- B. This Ordinance shall apply to all residential and commercial properties now in existence or hereafter constructed, maintained, or modified but shall exclude: agricultural lands as defined in Section 22-3(b) of the Connecticut General Statutes, land preserved in its natural state through conservation easements or similarly protected open space, or areas designated as inland wetlands and watercourses.
- C. The following properties shall be excluded from a declaration of blight:
 1. Any Town-owned property;
 2. Any building or structure undergoing remodeling, restoration, repair, correction of a blight condition, or renovation, as evidenced by a current and authorized Building Permit;
 3. Any building or structure which is actively involved in a legal transfer with more than nominal consideration of ownership (transfers as evidenced by an arm's length transaction).

§ xxx-3 Definition of Blight

A Blighted Premise is defined as any building, structure or parcel of land, except excluded property as defined in Section 2 above, in which at least one of the following conditions exist for a period of more than 90 days:

- A. It is Dilapidated or is in a State of Disrepair as verified by the Building Official;
- B. It is attracting illegal activity as documented by the Police Department;
- C. It is a fire hazard as determined by the Fire Marshal;
- D. The condition of the building, structure or parcel of land poses a serious or immediate danger to the safety or poses a risk to the public health of the community as determined by a report of the Building Official or the East Shore Health District;
- E. It contains unauthorized outside accumulation of any of the items listed below:
 1. Garbage not in trash containers;
 2. Exposed junk, trash, rubbish, boxes, paper, plastic, inoperable equipment or refuse of any kind;
 3. More than one inoperable or unregistered (if applicable) motor vehicle, boat, motorcycle, or other inoperable machinery (unless the premises is a junkyard or automotive repair facility legally licensed by the State of Connecticut) left on the property or the public right of way;
 4. One Abandoned Motor Vehicle, boat, motorcycle, trailer or other inoperable machinery (unless the premises is a junkyard legally licensed by the State of Connecticut) left on the property or the public right of way.
 5. Dumpsters, or similar single refuse container with a capacity in excess of 60 gallons, which are not connected to an active Building Permit or other Permit for use, subject to the time period articulated above. Dumpsters used for commercial/institutional properties or multi-family facilities are exempt.
- F. It is a factor creating a substantial and unreasonable interference with the reasonable and lawful use and enjoyment of other premises within the neighborhood as documented by neighbor complaints to the Town, its officers, agents and/or employees.
- G. It is a factor creating cancellation of insurance on adjacent properties.
- H. It is a factor that is seriously depreciating property values in the neighborhood as evidenced by tax or real estate appraisals.

§ xxx-4 Definition of Terms

ABANDONED MOTOR VEHICLE – Any unregistered, inoperable car, truck, aircraft, camper, motorcycle or moped, recreational vehicle (e.g. golf cart, snowmobile, water sled, all-terrain vehicle, etc.) boat or other watercraft, tractor, cart, trailer, riding mower, or farming or construction equipment whether self-propelled or towed that is intentionally left, forsaken or deserted. Intent may be determined by an act or omission such as no use and lapse of time.

BLIGHT INVESTIGATION TEAM – a team assembled by and led by the Blight Prevention Officer (BPO) which may include:

- (a) The East Shore Health Department;
- (b) An Officer of the Branford Police Department;
- (c) A representative from the Branford Counseling & Community Services center;
- (d) An Officer of the Branford Fire Department;
- (e) The Town Building Official or designee;
- (f) Representatives from other Branford community or neighborhood organizations if deemed appropriate by the BPO.

BLIGHT PREVENTION OFFICER (BPO) – An individual appointed by the Board of Selectmen to fulfill the duties herein.

BLIGHT APPEALS COMMITTEE - A committee consisting of three (3) residents of the Town of Branford from different Districts of the Town appointed by the First Selectman and approved by the Board of Selectmen to act as the Appeals Officers in any hearing requested by a person cited thru this ordinance.

BOAT – Any vessel designed for travel on water with or without a deck and propelled by oars, paddles, sail or motor.

BUILDING or STRUCTURE — An edifice of any kind or any piece of work artificially built or composed of parts joined together in some form which is built or constructed on any real property. The words "building" or "structure" shall be construed as if followed by the words "or part(s) thereof." Accessory buildings or structures, canopies, awnings, marquees, and each and every type of portable equipment shall be considered "building" or "structures" within the meaning of this definition.

COMPOSTING MATERIALS – Means yard trimmings, leaves, vegetables or other organic wastes, which when property stored, will undergo a natural transformation into “compost”

DAYS – Means consecutive calendar days.

DILAPIDATED or is in a STATE OF DISREPAIR is defined as a building or structure that is not being maintained as evidenced by one or more of the following factors which have existed for a period of 6 months and which may be considered in that determination: broken, missing or boarded windows or doors; collapsing or missing walls, roof or floors; seriously damaged or missing siding; a structurally faulty foundation; graffiti; fire damage; and/or in such condition that they would not qualify to receive a “Certificate of Use and Occupancy” if one were to be applied for.

DUMPSTER – A large trash receptacle of greater than 60 gallon in capacity made of metal or other material and designed to be hoisted or emptied into a vehicle for removal.

EXTERIOR PROPERTY OR GROUNDS – Means any area of a lot or site not covered by a building or a structure and excluding any open porch or deck areas, land trust property and state and farm properties.

GARBAGE – Means food wastes, food wrappers, containers, cans, bottles or any other material that results or remains from the use, consumption and preparation of food or drink as well as any other expended, used or discarded materials such as paper, plastic, cardboard, metal, rags, glass or any other solid waste generated from day-to-day activities of a household, business or industry, but shall not include properly prepared and stored recyclable materials or properly maintained compost areas.

GRAFFITI – Any letters, numbers, word or words, writings or inscriptions, symbols, drawings, carvings, stickers, etchings or any other marking of any nature whatsoever which defaces, obliterates, covers, alters, damages or destroys the real or personal property of another.

INOPERABLE MOTOR VEHICLE - shall mean a vehicle which can no longer be used for its intended purpose but has not been abandoned.

LEGAL OCCUPANCY – Occupancy that is legal by virtue of compliance with the State Building Code, State Fire Safety Code, local zoning, local housing and all other pertinent codes and which habitation shall be substantiated by a deed, bona fide lease agreement, rent receipt or utility statement.

LOT – Any land area devoid of buildings or structures within the confines of the front, rear and side property lines.

MOTOR VEHICLE – Any motor vehicle which is self-propelled and designed to travel along the ground and any device or equipment designed to be towed by a self-propelled vehicle and shall include, but not limited to, automobiles, buses, motorbikes, motorcycles, motor scooters, trucks, tractors, go-carts, ATVs, snowmobiles, campers, trailers and parts thereof.

NEIGHBORHOOD – An area of the town comprised of premises or parcels of land within the town any part of which is within a radius of 800 feet of the alleged blighted property.

NOTWITHSTANDING – In spite of.

OWNER – One or more persons, corporation, limited liability company, partnership; jointly or severally, in whom is vested (1) all of part of the legal title to property or (2) all or part of the beneficial ownership and a right to the present use and enjoyment of the premises and accompanying land and includes a mortgagee in possession.

PERSON – Is any individual, company, public or private corporation, partnership, management agent, societies or association or any employee or member thereof who owns, possesses, controls, leases or manages a parcel of real estate with the Town. The singular term and the related pronoun shall include the plural of the masculine and feminine.

PROPERTY OWNER – Means any person or entity which holds title to a property.

PUBLIC RIGHT-OF-WAY – Any street or highway which shall include the entire width between the boundary lines of every way publicly maintained for the purposes of vehicular traffic.

PUBLIC VIEW – Means all areas of any property that are visible by pedestrian, vehicular traffic in the public right-of way and/or visible from private property designed for use by the general public or from any adjoining property.

RESIDENTIAL – Pertaining to one's residence, place of abode and/or dwelling.

SECURING – Denotes measures that assist in making the property inaccessible to unauthorized persons.

SHALL – Denotes something that is mandatory, not discretionary.

SOLID WASTE – Shall mean materials or substances that are discarded or rejected or worthless. This includes, but is not limited to, garbage, refuse, industrial or commercial waste, rubbish, tires, ashes, construction and demolition debris, inoperable motor vehicles or parts, discarded household and commercial appliances, shopping carts, discarded furniture or commercial displays, unstacked wood or tree cuttings, shipping skids and pallets and bagged or loose grass and lawn clippings, leaves, weeds and other composting materials not intended to be composted. Such object or item shall be presumed to be solid waste when it appears to be discarded, rejected, improperly stacked or stored and/or placed or left on the grounds or exterior of the property in the view of neighbors or passersby or general public under circumstances which meet one or more of the following criteria:

1. The object(s) produces an offensive smell;
2. The object(s) is of a type designed for interior use or is made of materials suitable only for interior use, yet is left outside and is exposed to the elements;
3. The object(s) has obviously been discarded;
4. The object(s) has reached a degree of dilapidation or disrepair that can reasonably be presumed to render said object incapable of being used for its original or other reasonable purpose;
5. The object, despite its condition, is left, placed or stored in such a manner which appears likely to cause bodily injury or injury to the property of another.

VACANT – A period of 60 days or longer during which a building or structure subject to this chapter is not able to be legally occupied.

VACANT PARCEL – A parcel of land with no buildings or structures thereon.

YARD – Means an open, occupied space on a lot.

YARD, FRONT – Means the open, unoccupied space on a lot from the front of the main structure to the street line.

YARD, REAR – Means the open, unoccupied space from the rear of the main structure back to the rear property line.

YARD, SIDE – Means the open, unoccupied space extending from a side property line, inward toward the middle of said lot.

§ xxx-5 Special Consideration

In the Town's effort to correct housing blight, special consideration may be given to individuals that are disabled, elderly, or low income as defined below. If an individual cannot maintain a reasonable level of upkeep of his owner-occupied residence because the individual is disabled, elderly or low income, and no capable person resides in the residence, the Town may give the person a reasonable amount of time to correct the problem, the duration of which shall be in the discretion of the Blight Prevention Officer. If needed, assistance in finding solutions thru other agencies of the Town or other entities, will be offered by the Town.

- A. CAPABLE INDIVIDUAL shall mean a person that can be reasonably expected to perform maintenance and yard work around a property or premises. This shall include a person of eighteen (18) years of age or older, without a physical or mental disability as defined herein.
- B. DISABLED INDIVIDUAL shall mean, in the case of an owner occupied residence, an individual who has a disability meeting the definitions for the mental or physical disability as defined under the Americans with Disabilities Act of 1990, and does not have a household member capable of providing the necessary maintenance.
- C. ELDERLY INDIVIDUAL shall mean an individual over the age of sixty-five (65), who does not have a household member capable of providing the necessary maintenance
- D. LOW INCOME INDIVIDUAL shall mean, in the case of an owner occupied residence, an individual, or where more than one person resides in the premises, a family unit, that has an income below the highest level of "qualifying income" established by Conn. Gen. Statute Section 12-170d(a)(3).

§ xxx-6 Blight Prevention Officer

- A. A Blight Prevention Officer (BPO) shall be appointed by the Board of Selectmen; however, the BPO shall not be an officer in the Police Department or a member of the Fire Department.
- B. Remuneration for the BPO shall be at the discretion of the Board of Selectmen with approval of the Board of Finance and the RTM.
- C. The BPO shall maintain records of actions taken pursuant to this Ordinance.

§ xxx-7 Process for Resolution and Enforcement

The process for addressing and resolving complaints of a Blighted Premise leading to the possible issuance of a Citation for Violation shall be as follows:

- A. Receipt of Written Complaint
 - 1. Upon the observation of the Blight Prevention Officer and/or upon receiving a Written Complaint of a possible violation of this chapter signed by the complainant in his/her legal name, the Blight Prevention Officer shall initiate an investigation.
 - 2. A Written Complaint shall be a complaint of a condition of blight submitted on a properly completed official complaint form that has been issued by the BPO and made available on Town website and signed by the complainant who shall be a resident of the Town, an owner of property in the Town, or a municipal official of the Town.

B. Initial investigation

1. The BPO shall review the Complaint form to determine:
 - a. the general nature of the referenced blight
 - b. the owner of record of the referenced property
2. The BPO shall visit and observe the actual site to:
 - a. determine if the Complaint falls within the definitions herein defined as blight and further steps should be taken;
 - b. determine if there are any obvious or apparent special circumstances associated with the property which should warrant Special Consideration.
 - c. determine if a Blight Investigation Team should be used to resolve the Complaint and, if so, what Officials of the Town should be included on Investigation Team

C. Blight Team Conference

1. Based on the initial site screening if it is concluded that further action should be taken, the BPO may:
 - a. establish a Blight Investigation Team if appropriate
 - b. notify the Team of the Complaint and any initial observations
 - c. determine through consultation with the Team the best way to approach the owner to review the Complaint and to determine which Team member(s), if any, should be involved in the review with the Owner.

D. Issuance of a Verbal Warning

1. Initial contact with the property owner shall be made by the BPO or assigned Team Member and shall consist of a verbal review of the Complaint and;
2. A determination through discussion with the Owner and/or Occupant if any Special Considerations exist that may not have been previously understood and;
3. A discussion of corrective action, if any, the Owner is willing to take with no further action by the Town along with an agreed timetable for such action

E. Determination of Special Considerations:

1. If the conditions observed by the BPO and discussed with the Owner and/or Occupant indicate the possibility of Special Consideration, then the BPO will contact appropriate social service agencies to determine if outreach by their organization might find a resolution to the Complaint condition.

F. Issuance of a written Blight Ordinance Notice of Violation (Warning):

1. If a successful resolution to the condition is not reached by the actions above, then the BPO may issue a formal written Warning of Violation to the property owner and property occupant outlining the blight conditions to be remediated and reasonable time frame for remediation.
2. Notice of Violation will be sent to the property owner via certified mail with return receipt request and via regular mail.

G. Resolution by Conference

1. Within thirty (30) days of the date of the issuance of a written Notice of Violation to the owner of a property, the owner may request a resolution conference with the Blight Prevention Officer. The purpose of the resolution conference is to determine whether the owner is willing and able to remediate the Blighted Property.
2. If the Owner is willing and able to remediate the Blighted Property, the Blight Prevention Officer shall establish a reasonable time frame for remediation.
3. Neither the request for, nor the scheduling of a resolution conference, shall toll or abate the possible service of a civil citation upon the owner

4. Except in cases involving a public health danger, the property owner may request an extension of time to complete the remediation. The Blight Prevention Officer may grant this request in his or her sole discretion and so notify the owner of the extension in writing. If the owner completes remediation within the time granted by the Blight Prevention Officer, the Blight Prevention Officer shall not issue a written Citation nor impose fines.

H. Enforcement by Citation

If, in the opinion of the BPO, the Owner has not addressed the blight conditions in a timely manner as agreed after issuance of the Notice of Violation warning, and all efforts to resolve the condition through Resolution by Conference, or social service agencies, if warranted, have been exhausted then the BPO may issue a Violation Citation which may include an associated fine.

1. The procedures for the issuance of a Notice of Violation (Warnings), issuance of a Citation and any requested Hearings for Violations of this ordinance shall follow the requirements of the Branford Town Code, Chapter 227.
2. The BPO is empowered to issue Citations for any violation of this ordinance by leaving a copy of such citation form with the owner of the housing property or by affixing same to the premises. He shall also send a copy of the form by certified mail, return receipt requested to the owner of the property. The citation form shall contain the following information.
 - a. The address of the affected property;
 - b. The exact nature of the violation;
 - c. The time allowed for corrective action as determined by the BPO;
 - d. The penalty for continued violation of this ordinance;
 - e. The availability of a hearing procedure as stipulated in the Town Code.

I. Admission of liability; hearing request.

1. Upon receipt of a Citation, a cited person may:
 - a. pay the full amount of the fines, penalties, costs or fees as provided in Chapter 227 of this Code.
 - b. within 30 days of the date of the Citation, request a hearing as provided in Chapter 227 of this Code.
2. Any person who has received a Citation and fails to request a hearing within the proscribed period or make payment within thirty (30) days of the date of the Citation shall be deemed to have admitted liability, and shall be subject to the further provisions of the Enforcement Ordinance in this Code.

J. Appeal by Hearing - Hearing Procedures for Citations

The procedures for hearings requested by persons cited for Violations of this ordinance shall follow the Enforcement Ordinance of the Code of the Town of Branford Chapter 227 as amended herein:

1. Hearing procedure.
 - a. In the case of hearings for blight citations the Hearing Officer will be replaced by a Blight Appeals Committee as defined herein, who shall act by majority vote as citation hearing officers in all hearings for alleged violations of this Ordinance.
2. Attendance at hearing.
 - a. The hearing procedure shall follow the provisions of the Town Code provided the Blight Appeals Committee shall grant upon good cause shown any reasonable request by any interested party for postponement or continuance.

K. Remedial Action

If a Notice of Violation (Warning) or Citation for Violation has been issued remediation shall be affected through one of the following actions:

1. Remediation by Owner
 - a. The Owner shall remediate the violation cited as defined in the Notice of Violation or the Citation and within the time period established in the Citation
2. Remediation Authorized with Permission of Owner
 - a. A property owner may request that the Town of Branford, its employees, agents or servants, including independent contractors hired by the Town of Branford, enter upon his or her property to remediate the blight violations. The Director of Public Works or any designee of the First Selectman (hereinafter referred to as Director or designee) may grant or deny the request.
 - b. If the Director of Public Works or designee grants the request, then prior to the entry of the Blight Prevention Officer and/or other Town employees upon the owner's property, the property owner must agree in writing to the dates, time, location and nature of the remediation and release the Town of Branford, its employees, agents, and servants, including independent contractors hired by the Town of Branford, from liability for any injury or harm caused by the remediation or the entry onto the property.
3. Remediation by Town for Public Health Danger
 - a. Pursuant to Connecticut General Statute Sec. 7-148ff upon the failure, neglect or refusal of any owner to remediate violations that are dangerous to the public health, safety, or welfare within seven (7) calendar days from the date of the Citation for Violation, the Town through the appropriate official designated herein may cause such remediation by Town employees, agents or an independent contractor engaged by the Town.
4. Remediation by Court Order
 - a. In all cases where an owner has failed to remediate the blight violations within time period stipulated in a Citation, the Town may seek a court order allowing such remediation by Town employees, agents or an independent contractor engaged by the Town.

L. Funding of Remediation Undertaken by the Town

1. Use of Funds for Remediation under this Section.
 - a. Where an owner has given permission to the Town to remediate violations, or where the Town undertakes remediation of violations that are dangerous to the public health, safety or welfare or where the Town has received a court order, the Director of Public Works or any designee of the First Selectman may assign Town employees to remedy the blight conditions if staffing levels are sufficient to do so without causing disruption to other Town business. If the Director or designee does not so assign Town employees to remedy the blighted conditions, then said Director or designee may consult with the First Selectman regarding whether funds for taking remedial action are available. If adequate funds are available in said account, the Director or designee may use these funds to take, or cause to be taken, action to remedy the blighted condition. If adequate funds are not available in said account, the Director or designed may take, or cause to be taken, action to remedy the blighted condition if said Director or designee deems it appropriate to utilize funds from a different account. If funds for taking remedial action are so used, the owner

will be responsible for reimbursing the Town for the cost of the remediation, as set forth below.

2. Owner's Responsibility to Pay for Remediation/Penalty.
 - a. Upon completion of any remediation of blight violations by the Town, its employees, agents, servants, or independent contractors hired by the Town of Branford under this section, the Director or designee shall determine the cost of the remediation and shall bill the owner therefor.
 - b. The owner shall be responsible to pay a penalty to the Town in the amount of the cost of the remediation.
 - c. Upon the failure of the owner to pay the Town the cost of the remediation within thirty (30) days from the date of such bill, the Director or designee shall cause to be recorded on the land records of the Town a sworn statement detailing the cost and expense incurred for the abatement work, the date the work was done and the location of the property upon which the work was done pursuant to Connecticut General Statutes §49-73b. The recordation of the sworn statement shall constitute a lien on the property.
 - d. The Director or designee, at his or her sole discretion, may grant the owner additional reasonable time, greater than thirty (30) days, but not to exceed 360 days, from the date of such bill, to pay the penalty.
3. Any Town funds used to carry out the provisions of this section shall be appropriated from a source designated by the Board of Selectman and approved by the Board of Finance and the RTM.

§ xxx-8 Violations, Penalties, Cure for Non-compliance

- A. Any person who shall violate the provisions of this ordinance and has been issued a formal Citation by an Enforcement officer shall be fined as specified below:
 1. Each violation of this chapter shall be considered a separate offense.
 2. For each 24-hour cycle that any violation continues shall constitute a separate offense.
 3. Each separate offense under this chapter shall be punishable by a civil penalty of \$100.
- B. Legal Proceedings Authorized
 1. If remediation has not been accomplished through the procedures stipulated in this section or the fines imposed through Citation for Violation have not been paid, the First Selectman or their designee is authorized to initiate legal proceedings in the Superior Court to enforce any notice, summons or citation issued pursuant to this chapter or to seek the immediate correction of the violations, collection of all civil penalties, and the recovery of all costs including costs of remedial actions authorized by the court and a reasonable attorney's fee incurred by the Town of Branford to enforce this chapter.
 2. All civil penalties, court costs, costs of remedial action, and attorney's fees as ordered by the court shall constitute a lien on the subject premises, provided the owner of said premises has been notified of the violations as herein provided and was made a party to the formal proceedings and any amounts for said fines, court costs, costs of remedial action and attorney's fees as may be collected shall be repaid into the fund source used to remediate the action as previously established.

C. Lien on Real Estate Where Penalty for Violation is Unpaid

1. Pursuant to Section 7-148 of the Connecticut General Statutes, any unpaid penalty imposed by the Town of Branford pursuant to this Chapter of the Code of the Town of Branford, Blight Prevention, a chapter adopted pursuant to Section 7-148(7)(H)(xv) of the Connecticut General Statutes, concerning the prevention and remediation of housing blight shall constitute a lien upon the real estate upon which the penalty was imposed from the date of such penalty. Each such lien shall take precedence over all other liens filed after July 1, 1997, and encumbrances except taxes and may be enforced in the same manner as property tax liens.

§ xxx-9 Acquisition of Properties

A. Town Acquisition of Abandoned Blight Properties

1. The Board of Selectmen is authorized to take the necessary steps to acquire the Blighted properties with RTM approval which have been certified by the Building Official to be abandoned pursuant to the Urban Homesteading Act, Connecticut General Statutes Section 8-169(o) et seq., as it may be amended from time to time.
2. A prejudgment lien on real estate may be imposed where the fine for violation of the blighted premises provisions of this ordinance have not been paid within thirty (30) days, despite proper notice to the person found liable. Any unpaid fine imposed by a municipality pursuant to the provisions of an ordinance regulating blight, adopted pursuant to Connecticut General Statutes §7-148(c)(7)(H)(xv), shall constitute a lien upon the real estate against which the fine was imposed from the date of such fine. Each such lien may be continued, recorded and released in the manner provided by the general statutes for continuing, recording and releasing property tax liens. Each such lien shall take precedence over all other liens and encumbrances filed after July 1, 1997, except for taxes. Each such lien may be enforced in the same manner as property tax liens, including foreclosure of the real property.
3. In addition to all other remedies and any fines imposed herein, the provisions of this Code may be enforced by injunctive proceedings in Superior Court. The Town may recover from such other/occupier or other responsible person any and all costs and fees, including reasonable attorneys' fees, expended by the Town in enforcing the provision of this code.

§ xxx-10 Minimum Standards

- A. Nothing in this ordinance shall limit the power and authority of the Town Building Official, the Zoning Enforcement Officer, the Planning and Zoning Commission, the Fire Marshall, the Director of Health, the Assessor, the Police Department, or the Director of the Department of Public Works, or their designee, to enforce their respective rules and regulations.
- B. In any case where a provision of this ordinance is found to be in conflict with a provision of any zoning, building, fire safety or health ordinance, regulation or other code of the Town or State, if such provision of this ordinance establishes a more stringent standard for the promotion and protection of the health and safety and property values of the people such provision shall be enforceable pursuant to the procedures established herein.
- C. This ordinance shall not be intended to affect violations of any other ordinances, codes or regulations whether existing prior to or after the effective date of this ordinance. Such violations shall be governed by and shall continue to be subject to enforcement under the provisions of such ordinances, codes or regulations in effect at the time the violation occurred, and/or by enforcement of this ordinance, as may be appropriate.

§ xxx-11 Severability.

- A. If any provision of this chapter or the application thereof to any person or circumstances is held to be invalid, such invalidity shall not affect other provisions or applications of any other part of this chapter which can be given effect without the invalid provisions or application; and to this end, the provisions of this chapter and the various applications thereof are declared to be severable.

§ xxx-12 Effective Date.

- A. The effective date of this ordinance shall be January 1, 2022.

RECEIVED

JUN 07 REC'D

JUDITH AMARONE
176 Maple Street · 203-824-6226
EMAIL: JPA429@AOL.COM

BRANFORD TOWN CLERK**EMPLOYMENT:****MARCH 2006 – PRESENT****MANAGER, TOWN OF NORTH HAVEN, SENIOR CENTER**

I am accountable for overseeing the daily operations of the senior center, which involves the responsibility for providing support and social services to elderly residents. Duties include planning, developing, and supervising comprehensive programs of activities for elders. Further responsibilities include the Centers' transportation system where I coordinate and implement the schedules of drivers and routes; certify vehicles are maintained, registered, insured, as well as upholding proper credentials for drivers. As the manager I also serve as the Town's Municipal Agent serving as a resource for elders and families as one ages in place needing more care and services. Connecting elders to programs and benefits such as Medicare, Medicaid, SNAP (Food Stamps), Social Security, protective services, legal services, adult day care, housing, transportation, and local senior and community groups. As well help seniors fill out application forms for benefits. Responsible for COVID 19 Vaccine Appointments for Town of North Haven's Homebound.

JUNE 2002 – FEBRUARY 2006**RETIRED SENIOR VOLUNTEER PROGRAM DIRECTOR, AGENCY ON AGING OF SOUTH-CENTRAL CT**

Developed Volunteer Sites in the Greater New Haven Community with Non-Profit Organizations. Responsibility encompassed recruiting and placement of individuals 55 and older. Under my direction I placed over 500 volunteers providing over 64,000 hours of time meeting community needs.

AUGUST 1994-MAY 2002**PROGRAM DIRECTOR, ELDERLY HOUSING MANAGEMENT**

Developed and Planned social, recreational, and supportive services for a 400 seniors in a 343 HUD Apartment housing complex. Supervised staff; Resident Services Coordinator and program team.

Education:**JUNE 1994****ASSOCIATES IN ARTS; HUMAN SERVICES/GERONTOLOGY COMMUNITY COLLEGE OF RHODE ISLAND**

Graduated with a GPA 3.97

CERTIFICATION IN ACTIVITIES DIRECTOR COMMUNITY COLLEGE OF RHODE ISLAND

Graduated with a GPA 4.0

- I have considerable knowledge of the principles and practices of social service programs working with the local Agency on Aging, as well as State of CT Agencies; CT Department on Aging, CT Department of Elderly Protective Services, and the National Council on Aging.
- I work well with others in a group setting and able to communicate orally and in writing, and work well with a group.
- I have considerable knowledge of GNHTD transportation services for elders and disabled.
- Past member of the GNHTD Board of Directors representing the Town of North Haven. Whereas I moved to Branford per the guidelines I could not represent North Haven since I no longer lived in Town.

Volunteer

Served on the BOD of Interfaith Volunteer Caregivers; Hamden

Served as Chairperson for the Alzheimer's Association Annual Fundraiser Walk

Served as Secretary for the Beautification Committee Town of North Haven

Served as Vice President Officers Wives Club United States Coast Guard

Served as Family Liaison United States Coast Guard

Served as Girl Scout Troop Leader

Served as Cub Scout Troop Assistant

Served as PTO Vice President

With my upcoming retirement from my position as the Manager of the North Haven Senior Center I look forward to volunteering in the Town of Branford. If given the opportunity to serve on the GNHTD Board, representing Branford I feel my knowledge and expertise will support the mission of GNHTD as well as benefit elders and disabled alike in my Community.

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT

Item #9

1019 MAIN STREET
POST OFFICE BOX 150



(203) 315-0663
Fax: (203) 315-3736
www.branford-ct.gov

May 5, 2021

Honorable Dennis Flanigan
RTM Moderator

Dear Mr. Flanigan:

Please be advised that the Town will be participating in the Neighborhood Assistance Tax Credit Program. In order for programs to be eligible they must be approved by the RTM and forwarded to the State by the end of June. In an effort to comply with this timetable I respectfully request that this item be referred to the appropriate RTM committee to facilitate the required approvals before the filing deadline.

Sincerely,

James P. Finch Jr.
Finance Director

CC: J. Cosgrove
RTM

RECEIVED

2021 JUN -4 A 10: 06

Department of Revenue Services
State of Connecticut
(Rev. 02/21)

John A. Quinn
BRANFORD TOWN CLERK



Municipality: Branford

Form NAA-01

2021 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____

The Connecticut Hospice, INC.

Address: 100 Double Beach Road, Branford, CT 06405

Federal Employer Identification Number: 06-0878822

Program title: Lighting and Conservation Project

Name of contact person: Joseph Mooney, CFO

Telephone number: (203) 315-7678

Email address: jmooney@hospice.com

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 25,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

Yes No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- Energy conservation; or
- Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- Job training/education for unemployed persons aged 50 or over;
- Job training/education for persons with physical disabilities;
- Program serving low-income persons;
- Child care services;
- Establishment of a child day care facility;
- Open space acquisition fund; or
- Other (specify): _____

Description of program: _____

This year's Lighting and Conservation Project is a continuation of the previous year's plan to replace all the original, outdated outside lighting. The first priority was the front of building where visitors and employees entered.

In 2021, the side and back area's (water-side) original fixtures need to be replaced.

Need for program: _____

As a result of COVID visitor restrictions, many families have been utilizing the facility's back (water view) area for patients visits, including holding family meals. As this trend continues, it is crucial for CT Hospice to provide adequate lighting to keep patients and their families safe.

Neighborhood area to be served: _____

The Connecticut Hospice is located in Branford and services the surrounding shoreline towns.

Plan to implement the program: _____

Work will begin early Fall of 2021 and be completed ASAP to ensure safety of all patients and families using the back areas.

Timetable:

Program start date: 10/1/21

Program completion date: 6/30/22

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested \$25,000.00

Other funding sources - itemized sources:

a) _____

b) _____

c) _____

d) _____

Total Funding: \$25,000.00

Proposed Program Expenditures:

Direct operating expenses - itemized description:

a) Exterior Lighting & Energy Conservation Improvements \$22,500.00

b) Other \$2,500.00

c) _____

d) _____

Administrative expenses - itemized description:

a) _____

b) _____

c) _____

d) _____

Total Proposed Expenditures: \$25,000.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ _____
Mailing address: _____ _____
Name of municipal liaison: _____
Telephone number: _____
Fax number: _____
Email address: _____

<p style="text-align: center;">Post-Project Review</p> <p style="text-align: center;">Is a post-project review required for this proposal?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;">If Yes, date post-project review due:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>

EXTENDED TO AUGUST 17, 2020

Form **990**

Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

2018

Department of the Treasury
Internal Revenue Service

Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

A For the 2018 calendar year, or tax year beginning **OCT 1, 2018** and ending **SEP 30, 2019**

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization THE CONNECTICUT HOSPICE, INC.		D Employer identification number 06-0878822
	Doing business as		E Telephone number 203-315-7500
	Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	G Gross receipts \$ 21,002,860.
	100 DOUBLE BEACH ROAD		H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	City or town, state or province, country, and ZIP or foreign postal code BRANFORD, CT 06405-4003		H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. (see instructions)
	F Name and address of principal officer: JOE MOONEY SAME AS C ABOVE		H(c) Group exemption number ▶

I Tax-exempt status: 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or 527

J Website: **N/A**

K Form of organization: Corporation Trust Association Other ▶

L Year of formation: **1971** **M** State of legal domicile: **CT**

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: PROVIDE ADULT PALLIATIVE AND HOSPICE CARE TO PATIENTS AND THEIR FAMILIES.		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3 Number of voting members of the governing body (Part VI, line 1a)	3	11
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	10
	5 Total number of individuals employed in calendar year 2018 (Part V, line 2a)	5	336
	6 Total number of volunteers (estimate if necessary)	6	400
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b Net unrelated business taxable income from Form 990-T, line 38	7b	0.	
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year 891,032.	Current Year 3,108,147.
	9 Program service revenue (Part VIII, line 2g)	24,113,991.	17,710,303.
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	24,399.	6,083.
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	24,564.	178,327.
	12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	25,053,986.	21,002,860.
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.	0.
	14 Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	19,203,064.	16,120,100.
	16a Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
	b Total fundraising expenses (Part IX, column (D), line 25) ▶ 152,635.		
	17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	9,988,461.	6,327,929.
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	29,191,525.	22,448,029.	
19 Revenue less expenses. Subtract line 18 from line 12	-4,137,539.	-1,445,169.	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year 15,910,053.	End of Year 20,538,071.
	21 Total liabilities (Part X, line 26)	10,872,496.	16,420,688.
	22 Net assets or fund balances. Subtract line 21 from line 20	5,037,557.	4,117,383.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer JOE MOONEY, CFO	Date			
	Type or print name and title				
Paid Preparer Use Only	Print/Type preparer's name MARY-EVELYN ANTONETTI	Preparer's signature	Date 08/13/20	Check if self-employed <input type="checkbox"/>	PTIN P00431862
	Firm's name ▶ MARCUM LLP	Firm's EIN ▶ 11-1986323	Phone no. (617) 807-5000		
Firm's address ▶ 53 STATE STREET		BOSTON, MA 02109			

May the IRS discuss this return with the preparer shown above? (see instructions) Yes No

RECEIVED

2021 JUN -4 A 10: 06



Municipality: Branford

[Signature]
EMPLOYERS' REPRESENTATIVE CLERK

Form NAA-01

2021 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____

Stony Creek Fife & Drum Corps Inc

Address: 215 Thimble Island Road, PO Box 1886, Stony Creek, CT 06405

Federal Employer Identification Number: 06-1008144

Program title: Sea Side Hall Energy Conservation Program

Name of contact person: Gregg Bishop, Treasurer // Joe Mooney, President

Telephone number: (203) 484-4265

Email address: greggbishop@gmail.com // jmooney@iconn.net

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 15,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

Yes No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- Energy conservation; **or**
- Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- Job training/education for unemployed persons aged 50 or over;
- Job training/education for persons with physical disabilities;
- Program serving low-income persons;
- Child care services;
- Establishment of a child day care facility;
- Open space acquisition fund; **or**
- Other (specify): _____

Description of program: _____
To continue the energy conservation program for the building that will improve energy efficiency.

Need for program: _____
Limited available funds and desire to reduce energy consumption for environmental and budgetary reasons.

Neighborhood area to be served: _____
Branford, New Haven County and the State of CT.

Plan to implement the program: _____
Project to be managed by organization, work with utilities and local contractors to complete work.

Timetable:

Program start date: October 2021

Program completion date: June 2022

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested \$15,000.00

Other funding sources - itemized sources:

a) Donations and memorials \$1,500.00

b) _____

c) _____

d) _____

Total Funding: \$16,500.00

Proposed Program Expenditures:

Direct operating expenses - itemized description:

a) Energy effieicnt lighting fixtures, insulation, \$16,500.00

b) HVAC improvemnts and other related energy

c) conservation measures

d) _____

Administrative expenses - itemized description:

a) not applicable - volunteer organization

b) _____

c) _____

d) _____

Total Proposed Expenditures: \$16,500.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ _____
Mailing address: _____ _____
Name of municipal liaison: _____
Telephone number: _____
Fax number: _____
Email address: _____

<p style="text-align: center;">Post-Project Review</p> <p style="text-align: center;">Is a post-project review required for this proposal?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;">If Yes, date post-project review due:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>

2021 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01**, *2021 Connecticut Neighborhood Assistance Act (NAA) Program Proposal*. Incomplete applications will **not** be accepted. For where to direct inquiries, see *Contact Information* below.

Part I – General Information

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, and email address.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II – Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to implement the program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III – Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program.

This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures. **Expenditures must equal or exceed total funding.**

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV – Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with DRS for all NAA matters.

Post-Project Review: Any program receiving \$25,000 or more in NAA funding is required to provide a post-project review, prepared by a certified public accounting firm, to the municipality overseeing the program. This review must be submitted to the municipality no later than three months after the program completion date.

Contact Information

Direct inquiries to:

Department of Revenue Services (DRS)
Neighborhood Assistance Act Program
Attn: Research Unit
450 Columbus Blvd Ste 1
Hartford CT 06103-1837

or call **860-297-5687**.

TTY, TDD, and Text Telephone users only may transmit inquiries anytime by calling 860-297-4911. Taxpayers may also call 711 for relay services. A taxpayer must tell the 711 operator the number he or she wishes to call. The relay operator will dial it and then communicate using a TTY with the taxpayer.

EXTENDED TO NOVEMBER 16, 2020

Form **990**
(Rev. January 2020)
Department of the Treasury
Internal Revenue Service

Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2019

Open to Public Inspection

A For the 2019 calendar year, or tax year beginning and ending

B Check if applicable:
 Address change
 Name change
 Initial return
 Final return/terminated
 Amended return
 Application pending

C Name of organization
STONY CREEK FIFE & DRUM CORPS INC
 Doing business as
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite
PO BOX 1886
 City or town, state or province, country, and ZIP or foreign postal code
STONY CREEK, CT 06405
F Name and address of principal officer: **JOSEPH MOONEY**
SAME AS C ABOVE

D Employer identification number
06-1008144

E Telephone number
(203) 488-9735

G Gross receipts \$ **38,580.**

H(a) Is this a group return for subordinates? Yes No
H(b) Are all subordinates included? Yes No
 If "No," attach a list. (see instructions)

H(c) Group exemption number

I Tax-exempt status: 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or 527

J Website: **STONYCREEKDRUMCORPS.ORG**

K Form of organization: Corporation Trust Association Other

L Year of formation: **1886** **M** State of legal domicile: **CT**

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: THE PERPETUATION OF THE ART ANCIENT FIFING & DRUMMING		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3 Number of voting members of the governing body (Part VI, line 1a)	3	7
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	7
	5 Total number of individuals employed in calendar year 2019 (Part V, line 2a)	5	0
	6 Total number of volunteers (estimate if necessary)	6	0
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
7b Net unrelated business taxable income from Form 990-T, line 39	7b	0.	
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year 11,484.	Current Year 17,297.
	9 Program service revenue (Part VIII, line 2g)	26,585.	19,850.
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	5.	36.
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	0.	1,397.
	12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	38,074.	38,580.
	Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	500.
14 Benefits paid to or for members (Part IX, column (A), line 4)		0.	0.
15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		0.	0.
16a Professional fundraising fees (Part IX, column (A), line 11e)		0.	0.
b Total fundraising expenses (Part IX, column (D), line 25)		6,741.	
17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)		41,324.	34,262.
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	41,824.	34,762.	
19 Revenue less expenses. Subtract line 18 from line 12	-3,750.	3,818.	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year 627,931.	End of Year 660,163.
	21 Total liabilities (Part X, line 26)	2,834.	31,248.
	22 Net assets or fund balances. Subtract line 21 from line 20	625,097.	628,915.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here
 Signature of officer: **JOSEPH MOONEY, TREASURER**
 Date: _____
 Type or print name and title

Paid Preparer Use Only
 Print/Type preparer's name: **BRIAN S BORGERSON, CPA**
 Preparer's signature: **BRIAN S BORGERSON, C**
 Date: **11/09/20**
 Check self-employed
 PTIN: **P00017928**
 Firm's name: **KIRCALDIE RANDALL & MCNAB LLC**
 Firm's EIN: **06-0415530**
 Firm's address: **605 WASHINGTON AVENUE NORTH HAVEN, CT 06473-1187**
 Phone no.: **(203) 239-4478**

May the IRS discuss this return with the preparer shown above? (see instructions) Yes No