

RECEIVED

2021 OCT 21 A 11: 14

*Noel Arpin*  
BRANFORD TOWN CLERK



**Representative Town Meeting  
Meeting Minutes  
October, 13 2021 8:00 p.m.**

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

The RTM convened "in-person" on Wednesday, October 13, 2021 at 8:00 p.m. at Fire Headquarters, 45 North Main Street, Branford to consider and act upon the following matters:

**1. Roll Call:**

**Representatives Present:** Adelman, Aitro, Alfone, Anderson, Black, Brockett, Conklin, Erlanger, Everson, Flanigan, Greenberg (zoom), Hakun (zoom), Healy, Hentschel, Hynes, Ingraham, Jackson, Laich, Prete, Riccio, Sember (zoom), Shrestha, Sires (zoom), Stepanek, Sullivan, Torelli (zoom), Soomro, Twohill, Verderame, Wells

**Representatives Absent:**

**Ex Officios Present:** 1<sup>st</sup> Selectman Cosgrove, Selectman Higgins, Town Clerk Arpin

**2. Approval of minutes of the previous meeting.**

Motion to approve by Rep. Ingraham, 2<sup>nd</sup> by Rep. Brockett. Minutes of the 9/8/21 RTM meeting unanimously approved.

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

Moderator Flanigan said he did not have any correspondence addressed to the RTM or to the Moderator. After a lengthy discussion between the Moderator and resident Wayne Cooke, the Moderator refused to read letters submitted by Mr. Cooke because they were not addressed specifically to the RTM. Mr. Cooke protested and was asked by the Moderator to stop speaking. Mr. Cooke refused to stop speaking and Representative Black made a motion to recess, 2<sup>nd</sup> by Representative Ingraham and approved by the RTM. Recess commenced at 8:10 pm, the meeting resumed without resident Cooke at 8:25 pm.

**4. Letters and Petitions: Rules & Ordinances Letter-Request to review Code of Ethics.**

Rep. Black gave a brief description of this item. The Rules and Ordinances committee unanimously approved no action be taken and this conclusion was put forward for a vote. The RTM unanimously approved.

**5. To consider, and if appropriate, create an Ordinance pertaining to unused Capital Funds:**

- a. The proposed ordinance is available for review on the Town website. The ordinance was approved 7-0 at the Rules and Ordinance committee meeting.
- b. Rep. Sullivan spoke to this item stating he proposed that fifty percent of these funds be moved to the Coastal Resiliency Fund but was told the funds could not be designated to special funds. Rep. Sullivan read a response from our state representative stating that a town council is allowed to move unspent dollars into designated funds. Representative Sullivan will not support this ordinance for the reasons he expressed.
- c. Several RTM representatives spoke on this item. After many comments and a final comment suggesting that the money can be moved in the future, into the Coastal Resiliency Fund or other funds as needed. The ordinance was approved in a roll call vote 28 yes to 1 no (see attached).

**6. To consider, and if appropriate, approve a request from the Sustainability and Compliance Manager for the following budget transfer for the current fiscal year:**

Rep. Black stated the Ways and Means committee met and voted unanimously to approve this item. After comments and concerns voiced by RTM members the motion was unanimously approved.

From:

10149040-588802	Contingency	(\$56,000)
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To:

10143040-533280	Consulting Services	56,000
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**7. To consider, and if appropriate, approve a request from the Assessor for the following FY22 budget transfer:**

Rep. Alfone reported Administrative Services heard this item at their last meeting. After a brief description he stated that this item was unanimously approved in committee. The RTM voted unanimously to approve this transfer.

From:

10141050-517000	Regular Wages & Salaries	(\$14,726)
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10141050-518250	Seasonal & Part Time Help	( 4,402)
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	Total	(\$19,128)
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To:

10141050-518000	Overtime	\$19,128
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**8. To consider, and if appropriate, approve a request from the Finance Director for the following FY22 budget transfer:**

Rep. Black briefly described this item and stated that Ways and Means unanimously approved the transfer. The RTM unanimously approved the item.

<u>From:</u>		
10190000-480296	Fund Balance	(\$450,000)
<u>To:</u>		
10149010-523120	Retirement Police	\$450,000

**RESOLVED: That the RTM approves an increase in appropriations for the Fiscal Year 2022 General Fund Budget from \$120,515,315 to \$120,965,315. This increase will be funded through an appropriation from fund balance and will be used to increase the police pension contributions.**

**9. To consider, and if appropriate, approve a request from the Finance Director for the following FY22 budget transfer in the Fiscal Services budget:**

Rep. Black stated the Ways and Means committee met on this item last week and approved the transfer 5-0. After a brief discussion this item was unanimously approved by the RTM.

<u>From:</u>		
10149040-588802	Contingency	(\$6,500)
<u>To:</u>		
10141040-579200	Software	\$6,500

**10. Any other business to come before the RTM:**

- a. Rep. Brockett thanked RTM representatives Aitro, Hakun, Sember, and Jackson for their service to the town. These representatives will not be running for reelection.
- b. Rep. Healy spoke briefly about the importance of civic duty. He also stated that he would like the next RTM to investigate the tax office. Rep. Brockett stated there is a current investigation in place by the Board of Finance. There was a lengthy discussion on this topic with comments from several RTM representatives.
- c. Resident Todd Petrowski provided comments and advice to the RTM concerning his personal concerns and the concerns of other citizens.
- d. Resident Timothy Herbst spoke on his concerns related to the issues with the tax collector's office. He believes the tax collector should be hired by the town (not elected or political). He believes there should be a charter revision. He would like to see the town fund an outside forensic audit, pursue charter revision, and make this an appointed position.

- e. Representative Jackson complimented the RTM members for their hard work and thanked everyone for their support and his positive experiences while serving on the RTM.
- f. Rep. Flanigan thanked RTM members for their hard work and 2 years of service. He reminded everyone of the upcoming Veterans Day Parade to be held at 1:00 pm on the town green, Nov. 7<sup>th</sup>.

**11. Adjournment: 9:04 pm**

Motion to adjourn by Rep. Ingraham, 2<sup>nd</sup> by Rep. Brockett

BRANFORD RTM RECORDED VOTES

RECEIVED

2021 OCT 21 A 11: 14

*Noë Arpin*  
BRANFORD TOWN CLERK

RTM Roll Call List ~ Date: 10-13-2021			
	NAME	ATTENDANCE	Item #5
1	ADELMAN	Present	Yes
2	AITRO	Present	Yes
3	ALFONE	Present	Yes
4	ANDERSON	Present	Yes
5	BLACK	Present	Yes
6	BROCKETT	Present	Yes
7	CONKLIN	Present	Yes
8	EVERSON	Present	Yes
9	ERLANGER	Present	Yes
10	FLANIGAN	Present	Yes
11	GREENBERG	Zoom	Yes
12	HAKUN	Zoom	Yes
13	HEALY	Present	Yes
14	HENTSCHEL	Present	Yes
15	HYNES	Present	Yes
16	INGRAHAM	Present	Yes
17	JACKSON	Present	Yes
18	LAICH	Present	Yes
19	PRETE	Present	Yes
20	RICCIO	Present	Yes
21	SEMBER	Zoom	Yes
22	SHRESTHA	Present	Yes
23	SIRES	Zoom	Yes
24	SOOMRO	Present	Yes
25	STEPANEK	Present	Yes
26	SULLIVAN	Present	No
27	TORELLI	zoom	Yes
28	TWOHILL	Present	Yes
29	VERDERAME	Present	Yes
30	WELLS	Present	Yes
	<b>Total</b>	<b>30</b>	<b>28 Y - 1 N</b>
	Ex Officios		
	1st Selectman Cosgrove	present	
	Selectman Dunbar		
	Town Clerk Arpin	present	
	Treasurer Schwanfelder		
	Town Attorney Aniskovich		
	Selectman Higgins	present	

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2021 OCT -7 A 10: 09

*Noi Expiration*  
BRANFORD TOWN CLERK

**CAPITAL FUNDS ORDINANCE – RTM Rules & Ordinances Committee**

**Sec 47-4. Expiration of Funds.**

(a) All appropriations for operating funds shall transfer to the undesignated general fund balance when the fiscal year for which they were appropriated is closed.

(b). All funds derived from sources other than the issuance of bonds, notes, or other obligations (such “bonds, notes, or other obligations, hereafter “bonded funds”, appropriations for capital funds not derived from bonded funds hereafter “non-bonded funds”) shall remain available for two fiscal years beyond the year in which appropriated, unless such time is extended by the Board of Finance and approved by the RTM. At the end of the third fiscal year after their appropriation, where legally possible, any unobligated funds will be transferred to the undesignated general fund, unless specifically extended by the Board of Finance and RTM.

Example: funds appropriated for or in year “x” shall expire and be transferred to the undesignated fund balance when year “x + 2” is closed out by the finance department, generally by September 30 following the end of the fiscal year on June 30. If funds are appropriated on April 1 of year x, those funds will expire when year x+2 is closed out. If funds are appropriated in the annual budget for year X in May of the prior fiscal year, those funds will expire when year X + 2 is closed out.

(c) All “bonded funds” remaining unobligated at six years after the fiscal year of their authorization shall expire unless those funds had financial activity in the past year. , or unless such time is extended by the Board of Finance and approved by the RTM. At the end of the sixth fiscal year after their authorization, any unobligated funds shall be used to pay debt service or, if approved by the Board of Finance and RTM, reallocated to another project.

Example: Bonded funds authorized in year “x” shall expire and be used to pay down debt when year “x + 6” is closed out by the finance department, (generally by September 30 following the end of the fiscal year on June 30. If funds are authorized on April 1 of year “x”, those funds shall expire and shall be used to pay debt service or, if approved by the Board of Finance and RTM, reallocated to another project when year “x + 6” is closed out.

(d) **Capital Projects Balance Report** – At least once per year on a recurring schedule to be established by the Finance Department a report will be generated listing the current balances for all of the Town’s capital projects. The report shall include the fund number, project number, project name, and current balance. The report will be posted on the Town website and accessible to the public. Nothing in this section shall preclude a request at any time for timely provision of this information.

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2021 OCT 21 A 11: 15

  
BRANFORD TOWN CLERK

October 21, 2021

Lisa Arpin, Town Clerk  
Town of Branford  
1019 Main Street  
Branford, CT 06405

**Re: RTM Adoption of Ordinance**

Dear Ms. Arpin:

In accordance with the Code of the Town of Branford, the attached Capital Funds Ordinance was adopted at the October 21<sup>st</sup> RTM meeting.

Thank you and please call or email if you have any questions.

Sincerely,  
Donna Laich, RTM Clerk

Cc: Dennis Flanigan, Moderator

SOLID WASTE MANAGEMENT & RECYCLING DEPARTMENT

POST OFFICE BOX 150 / BRANFORD, CONNECTICUT 06405

www.branford-ct.gov

(203) 315-0622

Date: August 26, 2021  
 To: Joseph Mooney, Chairman Board of Finance  
 CC: James Cosgrove, First Selectman  
 From: Diana McCarthy-Bercury, Sustainability and Compliance Manager  
 Re: Request for Funding of the Municipal Solid Waste Materials and Recycling Program Consulting Services

*Handwritten signature*  
 BRANFORD TOWN CLERK

2021 AUG 30 A 11:35

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Over the past several years the cost of collecting, transporting and disposing of municipal solid waste and recycling has increased steadily. As a result, the cost burden to the Town of Branford has increased and the profitability of recyclables has rapidly declined. In response to the situation, in July 2021 the Municipal Solid Waste Commission released a request for proposal for the Municipal Solid Waste Materials and Recycling Program Consulting Services. There was a selection process established and executed as described in the letter to the Board of Selectmen accompanying this memo. The waste and recycling consulting firm selected through the RFP process was RRT Design and Construction for \$56,000. The services will include stakeholder meetings, interviews, review of the solid waste system evaluation and recommendations, creation of goals for the Action Plan, routine project work meetings and updates and final presentation to the Town of Branford and Solid Waste Management Commission. Additional details are provided in bid submission accompanying this letter.

Currently I am seeking an appropriation, to contract RRT Design and Construction to complete the Municipal Solid Waste Materials and Recycling Program Consulting Services solicited for in the Request for Proposal. I have discussed this need with the First Selectman and Finance Director and they recommend funding this item through a transfer out of Contingency.

Transfer for Consideration:

<u>From</u>		
10149040-588802	Contingency	(56,000)
<u>To:</u>		
10143040-533280	Consulting Services	56,000

Respectfully,

Diana McCarthy-Bercury  
 Town of Branford  
 Sustainability and Compliance Manager  
 203-315-0637  
[dbercury@branford-ct.gov](mailto:dbercury@branford-ct.gov)



SOLID WASTE MANAGEMENT & RECYCLING DEPARTMENT

POST OFFICE BOX 150 / BRANFORD, CONNECTICUT 06405

www.branford-ct.gov

(203) 315-0622

DIANA MCCARTHY-BERCURY  
*Sustainability & Compliance Manager*

August 26, 2021

To: James B. Cosgrove, First Selectman  
Ray Dunbar, Second Selectman  
Angie Higgins, Third Selectman

CC: Solid Waste Management Commission

From: Diana McCarthy-Bercury, Sustainability and Compliance Manager

Subject: RFP Municipal Solid Waste Materials and Recycling Consulting Services Results

Dear Board of Selectmen,

At its regularly scheduled meeting on July 14, 2021, the Solid Waste Management Commission voted unanimously to approve a scoring criteria matrix for the review of the submissions to the Request for Proposals Municipal Solid Waste Materials and Recycling Consulting Services. A selection committee was established and comprised of members from the SWMC; Diana McCarthy-Bercury, Sustainability and Compliance Manager; Pamela Roach, Southern Connecticut Region Council of Governments Consultant; and Chris Sullivan, Ex. Director of the Southwest Conservation District.

The committee received, reviewed and scored six proposals. Four companies were selected for follow up interviews on August 12, 2021. The interview committee ranked the companies on their presentations/discussion of offerings as they aligned to the Town's needs, responses to questions and relevant experience. At the end of the interviews the selection committee members ranked their choices.

Based on the results of the selection review and interview process, RRT Design and Construction was identified and selected as the best candidate to conduct the MSW and Recycling Consulting Services for \$55,742.00.

The department and the selection committee recommend the Board of Selectmen award the contract to RRT Design and Construction in the amount of \$55,742.00.

If you have any questions regarding this request, please do not hesitate to contact me at any time.

Sincerely,

Diana McCarthy-Bercury  
Sustainability and Compliance Manager  
Town of Branford  
203-315-0637  
[dbercury@branford-ct.gov](mailto:dbercury@branford-ct.gov)

2021 AUG 30 A 11:30  
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DIANA MCCARTHY-BERCURY  
BRANFORD TOWN CLERK

RFP Intent Reference: *The Town of Branford (the Town) is soliciting proposals for municipal waste and material recycling consulting services, specifically including development of updated recyclable waste material curbside collection methods; determination of updated recyclable waste material curbside segregation methods; presentation of projected recyclable material outlet handling practices and projected capacities; and other related services determined by the Town.*

*The proposal will result in a contract intended to produce a report with conclusions, options, and recommendations in each of the above areas of interest within six months of award. The selected consultant will work with the designated customer (the Town Sustainability and Compliance Manager), the Solid Waste Management Commission, and the First Selectman.*

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2021 SEP 22 P 4: 01

*Neil E. Agnini*  
BRANFORD TOWN CLERK

Date: September 22<sup>nd</sup>, 2021

To: Joseph Mooney, Chairman  
Board of Finance

From: Barbara T. Neal, Assessor

Re: Budget Transfers FY 2022

I am requesting the following transfers be placed on the agenda for the Board of Finance September 27<sup>th</sup>, 2021 meeting:

**Assessor's Budget 2021-2022**

<u>From:</u>		Amount
10141050-517000	Regular Wages & Salaries	14,726.25
10141050-518250	Seasonal & Part Time Help	4,402.20
	<b>TOTAL</b>	<b>19,128.45</b>
<u>To:</u>		
10141050-518000	Overtime	<b>19,128.45</b>

This request to increase the Overtime line item is related to a variety of forces. The Assessor's Department has been down one full time position since March of 2021 and one Part Time position since December 2020. We have had very limited qualified applicants for the full time position and the part time position. There are many towns looking to fill positions in Assessor's Office throughout the state with limited movement. To achieve completing our work load, the staff has been working overtime. Therefore the Assessor's Overtime Budget line is depleting very rapidly. I would like to take the funds allocated to the full time and part time positions for the months July through October 15th and transfer that amount to the Overtime Budget line. We have all Grand Lists to complete before the end of January 2022 and it looks like the overtime is going to continue for several months. This transfer still leaves funds in both the Regular Wages & Salaries and Seasonal & Part Time Help Budget lines in hopes that applicants are found to fill both positions in the near future.

OFFICE OF THE TREASURER

BRANFORD, CONNECTICUT

Item #8

1019 MAIN STREET  
POST OFFICE BOX 150  
BRANFORD, CT 06405



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

REVISED 9-27

Date: September 23, 2021

To: Joseph Mooney, Chairman Board of Finance

From: James Finch, Finance Director

Re: Appropriations from Undesignated Fund Balance

I was recently planning to use a large portion of the contingency balance to offset the liability in the police pension fund. However, since the actuary completed our required GASB (Government Accounting Standards Board) disclosure last month I opted for another approach. Therefore, I am seeking an appropriation from unassigned fund balance of \$450,000 in the current year for the amount I was planning to take from the FY 2021 contingency balance. As you are aware, the financial impact to the general fund remains unchanged over the two year period. The added contribution will have a positive effect on the fund while partially offsetting increases in liabilities associated with changes to the mortality tables.

**Transfer and Resolution from Fund Balance**

<u>From</u>		
10190000-480296	Fund Balance	450,000
<u>To:</u>		
10149010-523120	Retirement Police	450,000

**Resolved:** That the Board of Finance recommends to the RTM an increase in appropriations for the Fiscal Year 2022 General Fund Budget from \$120,515,315 to \$120,965,315. This increase will be funded through an appropriation from fund balance and will be used to increase the police pension contributions.

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: September 27, 2021  
To: Joseph Mooney, Chairman Board of Finance  
From: James Finch, Finance Director  
Re: Transfer for debt management software

RECEIVED  
2021 SEP 27 P 1:55  
BRANFORD TOWN CLERK

Please find below a request to transfer funds which will allow the department to purchase a debt management program. The software costs \$5,000 per year with a \$1,500 set up fee. Currently all of the debt tracking is done via spreadsheets and hard copy printouts of our debt payment schedules which are kept in a binder. When reports are required for the audit I am currently the only point of contact. The program we are looking to purchase does the following:

- Track all obligations by type of debt, the purpose of the issuance and the project or department.
- The system would be hosted in the cloud which affords us the ability to provide access to our auditors, financial advisors and bond counsel.
- The platform will assist the town in adapt to changes in the finance department resulting from retirements and staff turnover.
- The product provides for lease tracking.

<u>From</u>		
10149040-588802	Contingency	6,500
<u>To:</u>		
10141040-579200	Software	6,500

Thank you for your consideration of this request.

REPRESENTATIVE TOWN MEETING  
BRANFORD, CONNECTICUT

LEGAL NOTICE AND CALL  
October 13, 2021 8:00 p.m.

RECEIVED

SEP 30 REC'D

BRANFORD TOWN CLERK

The RTM will be convened "in-person" on Wednesday, October 13, 2021 at 8:00 p.m. at Fire Headquarters, 45 North Main Street, Branford to consider and act upon the following matters:

1. Roll Call.
2. Approval of minutes of the previous meeting.
3. Reception of communications, reports of committees, and citizen petitions.
4. Letters and Petitions: Rules & Ordinances Letter-Request to review Code of Ethics.
5. To consider, and if appropriate, create an Ordinance pertaining to unused Capital Funds
6. To consider, and if appropriate, approve a request from the Sustainability and Compliance Manager for the following budget transfer for the current fiscal year:

<u>From:</u>		
10149040-588802	Contingency	(\$56,000)
<u>To:</u>		
10143040-533280	Consulting Services	56,000

7. To consider, and if appropriate, approve a request from the Assessor for the following FY22 budget transfer:

<u>From:</u>		
10141050-517000	Regular Wages & Salaries	(\$14,726)
10141050-518250	Seasonal & Part Time Help	( 4,402)
	Total	(\$19,128)
<u>To:</u>		
10141050-518000	Overtime	\$19,128

8. To consider, and if appropriate, approve a request from the Finance Director for the following FY22 budget transfer:

<u>From:</u>		
10190000-480296	Fund Balance	(\$450,000)
<u>To:</u>		
10149010-523120	Retirement Police	\$450,000

RESOLVED: That the RTM approves an increase in appropriations for the Fiscal Year 2022 General Fund Budget from \$120,515,315 to \$120,965,315. This increase will be funded through an appropriation from fund balance and will be used to increase the police pension contributions.

9. To consider, and if appropriate, approve a request from the Finance Director for the following FY22 budget transfer in the Fiscal Services budget:

From:

10149040-588802	Contingency	(\$6,500)
-----------------	-------------	-----------

To:

10141040-579200	Software	\$6,500
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10. Any other business to come before the RTM.
11. Adjournment.

Date this 30<sup>th</sup> day of September, 2021  
Dennis T. Flanigan, RTM Moderator

**LIQUOR PERMIT**  
NOTICE OF APPLICATION

This is to give notice that I, JUSTIN GARGANO  
95 JOSEPH DR  
GUILFORD, CT 06437-1060

Have filed an application placarded 09/30/2021 with the  
Department of Consumer Protection  
for a RESTAURANT LIQUOR PERMIT for the sale of  
alcoholic liquor on the premises at  
16 BUSINESS PARK DR  
BRANFORD CT 06405-2924

The business will be owned by: THIMBLE ISLAND BREWING COMPANY  
Entertainment will consist of: Acoustics (not amplified), Disc Jockeys, Live Bands, Comedians

Objections must be filed by: 11-11-2021  
THIMBLE ISLAND BREWING COMPANY

**BRANFORD REPRESENTATIVE TOWN MEETING**  
**LEGAL NOTICE AND CALL**  
**October 13, 2021 8:00 p.m.**

The RTM will be convened "in-person" on Wednesday, October 13, 2021 at 8:00 p.m. at Fire Headquarters,  
45 North Main Street, Branford to consider and act upon the following matters:

1. Roll Call.
2. Approval of minutes of the previous meeting.
3. Reception of communications, reports of committees, and citizen petitions.
4. Letters and Petitions: Rules & Ordinances Letter-Request to review Code of Ethics.
5. To consider, and if appropriate, create an Ordinance pertaining to unused Capital Fund.
6. To consider, and if appropriate, approve a request from the Sustainability and Compliance Manager for the following budget transfer for the current fiscal year:

From:	1014940-588802	Contingency	(\$56,000)
To:	10143940-533280	Consulting Services	56,000
From:	10141050-517000	Regular Wages & Salaries	(\$14,726)
10141050-518250	Seasonal & Part Time Help	(4,402)	
	Total		(\$19,128)

To: 10141050-518000 Overtime \$19,128  
8. To consider, and if appropriate, approve a request from the Finance Director for the following FY22 budget transfer:

From:	10130000-480296	Fund Balance	(\$450,000)
To:	10149010-523120	Retirement Police	\$450,000

RESOLVED: That the RTM approves an increase in appropriations for the Fiscal Year 2022 General Fund Budget from \$120,515,315 to \$120,965,315. This increase will be funded through an appropriation from fund balance and will be used to increase the police pension contributions.

9. To consider, and if appropriate, approve a request from the Finance Director for the following FY22 budget transfer in the Fiscal Services budget:

From:	10141040-579200	Contingency	(\$6,500)
To:	10141040-579200	Software	\$6,500

10. Any other business to come before the RTM.  
11. Adjournment.

Date this 30th day of September, 2021  
Dennis T. Flanigan, RTM Moderator

Continued from page 3

**NORTH BRANFORD TOWN MEETINGS**

**NOTE: The town is taking precautionary measures to avoid the spread of COVID-19.** Call the town clerk at 203-484-6015 or visit the North Branford town website at [www.town-of-northbranfordct.com](http://www.town-of-northbranfordct.com) to learn how to participate in the following meetings:

**Thursday, Oct. 7**

**Planning & Zoning Commission:** 6:30 p.m.

**Board of Fire Commissioners:** 7 p.m.

**Monday, Oct. 11**

**Columbus Day:** Town Hall closed.

**Permanent Project Building Committee:** 7 p.m.

**Tuesday, Oct. 12**

**Board of Police Commissioners:** 5 p.m.

**Wednesday, Oct. 13**

**Atwater Library Board:** 6 p.m.

**Police Department Facility & Town Center Advisory Committee:** 7 p.m.

**Thursday, Oct. 14**

**Solid Hazardous Waste & Recycling Committee:** 6 p.m.

**Blackstone Library Survey**

The James Blackstone Memorial Library invites the public to participate in a communitywide survey, after which participants will be entered into a drawing for one of four \$100 gift cards to a Branford restaurant of their choice. Survey participants need not be library users. The survey responses will help shape the future of the Blackstone Library. To take the survey, visit [blackstonelibrary.org/survey](http://blackstonelibrary.org/survey). For more information, contact the library at 203-488-1441, ext. 313 or [planning@blackstonelibrary.org](mailto:planning@blackstonelibrary.org).

**LEGAL NOTICE**  
**TOWN OF BRANFORD**

The Planning & Zoning Commission of the Town of Branford, Connecticut, hereby gives notice of Public Hearings to be held on Thursday, October 21, 2021, at 7:00 P.M. in person at the Branford Fire Headquarters, 45 North Main Street, Branford, CT to consider the following:

1. Application #21-9.6 Special Exception Modification for an Expansion of a Convenience Store located at 49 Leetes Island Road, Syed Sami-Applciant, Oil Barms Inc. c/o Robert Hartmann-Owner.
2. Op-out of new State Statutory provisions (CGS Section 8-2Public Act 21-29) regarding Accessory Dwelling Units (Apartments), Planning & Zoning Commission-Applicant.

At said hearings all persons will have the right to be heard and written communications will be received. A copy of the application is on file in the Planning & Zoning Commissioner's office at the Planning & Zoning Department (1019 Main Street) Branford.

BRANFORD PLANNING & ZONING COMMISSION  
C. ANDRES, CHAIRPERSON

**NOTICE TO CREDITORS**

ESTATE OF Joan K Holt  
(21-00391)

The Hon. Frank J. Ferguson, Judge of the Court of Probate, District of Branford - North Branford Probate Court, by decree dated September 22, 2021, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

The fiduciary is:  
Roger P Holt  
c/o VINCENT A LIBERTI  
HALLORAN & SAGE, LLP  
ONE GOODWIN SQUARE  
225 ASYLUM STREET  
HARTFORD, CT 06103  
Taylor Carafeno, Assistant Clerk