

## PUBLIC SERVICES COMMITTEE

TOWN OF BRANFORD RTM, BRANFORD, CONNECTICUT 06405

MARC RICCIO  
CLARE TORELLI  
JIM STEPANEK  
SEAN KELLY  
DEEDEE HAKUN  
DON CONKLIN, CHAIR



### PUBLIC SERVICES COMMITTEE REGULAR MEETING MINUTES September 3, 2020

The Branford RTM, Public Services Committee met Thursday, September 3, 2020, 7:00 p.m. via Zoom in joint session with a Ways and Means Committee special meeting. A quorum was achieved, and the meeting called to order at 7:05 P.M. In attendance from the Public Services Committee were representatives Riccio, Torelli, Stepanek, Hakun and Conklin. For the Ways and Means Committee in attendance were representatives Black, Healy, Brocket, Erlanger and Conklin. In addition, First Selectman Cosgrove, Selectmen Higgins and Dunbar attended. Also, in attendance were presenters Joe Sepot, Jennifer Aniskovich, Finance Director Finch, Fire Chief Mahoney, Animal Shelter Director Burban. Interested citizen Wayne Cooke and a host of other unidentifiable private citizens were also in attendance. Town Clerk Arpin managed the Zoom meeting. Following are the results of the Public Services portion of the meeting.

- I. To consider, and if appropriate, approve various requests from the Finance Director for budget transfers.

#### General Fund

##### A. FY 2020 Dispatchers

<u>From:</u>		
10149040-588802	Contingency	83,586
<u>To:</u>		
10142010-517000	Wages & Salaries	38,719
10142010-519070	Retroactive Wages	44,493
10142010-519040	Accrued Payroll Expense	374

**B. FY 2020 Town Hall Union**

<u>From:</u>		
10149040-588802	Contingency	26,350
<u>To:</u>		
10142010-517000	Wages & Salaries (Police)	2,213
10141040-517000	Wages & Salaries (Finance)	4,005
10141050-517000	Wages & Salaries (Assessor)	4,980
10141070-517000	Wages & Salaries (Tax Collector)	2,576
10141080-517000	Wages & Salaries (Town Clerk)	3,780
10141130-517000	Wages & Salaries (P & Z)	1,186
10141160-517000	Wages & Salaries (Inland Wetlands)	1,309
10143030-599105	Transfer Out Sewer Utility	1,380
10143010-517000	Wages & Salaries (DPW)	1,355
10143040-517000	Wages & Salaries (Solid Waste)	1,174
10143050-517000	Wages & Salaries (Engineering)	2,239
10142010-519040	Accrued Payroll Expense	18
10141040-519040	Accrued Payroll Expense	31
10141050-519040	Accrued Payroll Expense	38
10141080-519040	Accrued Payroll Expense	29
10143010-519040	Accrued Payroll Expense	10
10143040-519040	Accrued Payroll Expense	9
10143050-519040	Accrued Payroll Expense	18

**C. Transfers for Accumulated Sick Payouts (Contractual)**

<u>From:</u>		
10149040-588802	Contingency	34,992
<u>To:</u>		
10141020-519030	Accumulated Sick (Executive)	4,808
10141070-519030	Accumulated Sick (Tax Collector)	1,263
10141170-519030	Accumulated Sick (GGB)	4,783
10143010-519030	Accumulated Sick (DPW)	24,138

This transfer covers the contractually mandated payout of accumulated sick time.

<u>Department</u>	<u>Hours</u>
Executive	96
Tax	40.75

General Government Buildings GGB	160
Public Works	816

Representative Hakun moved to approve; second by Representative Torelli and approved unanimously.

- To discuss the Dan Cosgrove Animal Shelter facility expansion appropriation, and consider, and if appropriate, approve the following transfer requests and resolution:

**Animal Control Fund**

<b>Increase:</b>	20690000-480296	Fund Balance	\$100,000
<b>Increase:</b>	20642060-599124	Transfer Out Municipal Facilities Fund	100,000

**Municipal Facilities Fund**

<b>Increase:</b>	72090000-480296-xxxx	Transfer In	\$100,000
<b>Increase:</b>	72042060-533950-xxxx	Animal Shelter Renovation & Expansion	100,000

**RESOLVED:** That the committee concurs with the Board of Finance recommendation to the RTM to transfer out of \$100,000 to the Municipal Facilities Fund to fund a portion of the animal shelter renovation. This transfer out will be funded from the Animal Control Fund's undesignated fund balance and increase the fiscal year 2021 Animal Control Fund budget from \$367,026 to \$467,026.

Motion to approve by Hakun, second by Riccio and approved unanimously.

- To consider the following proposed resolution:

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

and to recommend the resolution for adoption by the Representative Town Meeting.

After a presentation lengthy discussions and citizen input from mister Cooke; Hakun moved to approve; second by Torelli and approved 4-1. Representative Stepanek was the dissenting vote.

- To consider, and if appropriate, approve a request from the Fire Chief for the following closeout budget transfers for FY2020:

<b>From:</b>	10142040-517000	Regular Wages & Salaries	(\$44,000)
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	10142040-518200	Sick	(32,932)
<b>To:</b>	10142040-518000	Overtime	\$76,932

<b>From:</b>	10142040-533530	Employment & Testing	(\$9,804)
<b>To:</b>	10142040-519025	Educational Incentive	9,804

<b>From:</b>	10142040-518150	Holiday	(\$17,268)
<b>To:</b>	10142040-519030	Accumulated Sick Pay	17,268

<b>From:</b>	10142040-519050	Stipends	(\$7,598)
<b>To:</b>	10142040-566600	Medical Supplies	7,598

<b>From:</b>	10142040-519000	Volunteer Stipend	(\$1,998)
<b>To:</b>	10142040-579300	Furniture and Fixtures	1,998

<b>From:</b>	10142040-518200	Replace Sick	(\$27,823)
<b>To:</b>	10142040-544170	Hydrants and Mains	27,823

<b>From:</b>	10142040-518010	Public Events	(\$14,155)
<b>To:</b>	2039000-490010-18508	Port Security Grant Cost Share	14,155

Hakun moved to approve; seconded by Torelli and unanimously approved.

## 5. Special Detail

Please find below a resolution to increase the FY 2020 Budget to cover police special detail costs. Please note that these costs are ultimately offset through higher than budgeted revenues.

**Resolved:** That the Board of Finance recommends to the RTM an increase in appropriations for the Fiscal Year 2020 General Fund Budget from \$115,908,944 to \$116,119,944. This increase will be funded through increased estimated revenue resulting from special detail receipts.

Increase		
Account	Description	Amount
10142010-420450	Special Wages Police	211,000
Increase:		
10142020-518500	Police Special Detail	211,000

Torelli moved to approve; seconded by Riccio and approved unanimously.

6. To consider, and if appropriate, approve additional requests from the Finance Director for budget transfers.

**A, General Government Buildings GGB**

<u>From:</u>	Description	Amount
10141170-517000	Regular Wages	17,400
10141170-518000	Overtime	11,000
10141170-544300	Purchased Services R&M	3,000
10141170-544110	Fuel Oil	<u>27,000</u>
		58,400
<u>To:</u>		
10141170-544100	Utilities	58,400

**B. Solid Waste**

<u>From:</u>	Description	Amount
10143040-517000	Regular Wages	31,305
<u>To:</u>		
10143040-544353	Material Handling	31,305

Stepanek moved to approve; seconded by Riccio and approved unanimously.

The chair adjourned the meeting at 9:00 P.M

Dated this 4th day of September 2020

Respectfully,

Don Conklin, Chair