

PUBLIC SERVICES COMMITTEE

TOWN OF BRANFORD RTM, BRANFORD, CONNECTICUT 06405

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



PUBLIC SERVICES COMMITTEE REGULAR MEETING AGENDA September 3, 2020

The Branford RTM, Public Services Committee regularly scheduled meeting will meet Thursday, September 3, 2020, 7:00 p.m. via Zoom in joint session with a Ways and Means Committee special meeting,

To Join Zoom Meeting

<https://us02web.zoom.us/j/85144619560?pwd=aXpqN1JlUzlTZURMaHhZRlczTnU0Zz09>

Or dial in: 1-646-558-8656

Meeting ID: 851 4461 9560 Passcode: 146055

- 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 |

2. 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

| | | | |
|------------------|-----------------|--|-----------|
| Increase: | 20690000-480296 | Fund Balance | \$100,000 |
| Increase: | 20642060-599124 | Transfer Out Municipal Facilities Fund | 100,000 |

Municipal Facilities Fund

| | | | |
|------------------|----------------------|---------------------------------------|-----------|
| Increase: | 72090000-480296-xxxx | Transfer In | \$100,000 |
| Increase: | 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.

3. 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.

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

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

| | | | |
|--------------|-----------------|-----------------------|-----------|
| From: | 10142040-533530 | Employment & Testing | (\$9,804) |
| To: | 10142040-519025 | Educational Incentive | 9,804 |

| | | | |
|--------------|-----------------|----------------------|------------|
| From: | 10142040-518150 | Holiday | (\$17,268) |
| To: | 10142040-519030 | Accumulated Sick Pay | 17,268 |

| | | | |
|--------------|-----------------|----------|-----------|
| From: | 10142040-519050 | Stipends | (\$7,598) |
|--------------|-----------------|----------|-----------|

| | | | |
|------------|-----------------|------------------|-------|
| To: | 10142040-566600 | Medical Supplies | 7,598 |
|------------|-----------------|------------------|-------|

| | | | |
|--------------|-----------------|------------------------|-----------|
| From: | 10142040-519000 | Volunteer Stipend | (\$1,998) |
| To: | 10142040-579300 | Furniture and Fixtures | 1,998 |

| | | | |
|--------------|-----------------|--------------------|------------|
| From: | 10142040-518200 | Replace Sick | (\$27,823) |
| To: | 10142040-544170 | Hydrants and Mains | 27,823 |

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

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 committee concurs with the Board of Finance recommendation 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 |

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

A. General Government Buildings GGB

| From: | 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 |

Dated this 31st day of August 2020

Respectfully,

Don Conklin, Chair