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**RTM WAYS & MEANS COMMITTEE
WEDNESDAY, APRIL 7, 2021
MEETING MINUTES**

Isa E. Apin
BRANFORD TOWN CLERK

The RTM Ways & Means Committee met Wednesday April 7, 2020 at 7:00 pm via zoom remote meeting application. In attendance were Chairman Peter Black, members Linda Erlanger, Don Conklin and Tom Brockett. Member Kevin Healy was absent.

1. The Finance Director reviewed the following transfers with the committee as well as a resolution.

(A) Fund 720 Municipal Facilities Fund

<u>From:</u>		
72041170-579410-17317	Police Lighting Upgrades	8,300
72041020-579500-15375	Branford Hills Demolition	5,670
	Total	13,970
<u>To:</u>		
72041170-599100-17317	Transfer Out to General Fund	8,300
72041020-599100-15375	Transfer Out to General Fund	5,670
	Total	13,970

Fund 700 Capital Fund

<u>From:</u>		
70041170-544300-12310	Police Front Walkway	8,314
70041170-544300-16321	UST Compliance	50,000
70041170-544300-15321	UST Compliance	50,000
70041170-533280-15302	Consulting	8,250
70041170-533960-09308	Adult Daycare Architectural Services	500
70041170-579410-16313	BELC Boiler Replacement	5,837
70041170-544300-19321	Town Hall Counter Replacement	112
70041170-579400-19313	WWML Walkway Repairs	490
70041170-544300-12314	Regional Energy Task Force	10
70041170-544300-20303	Counseling Center Water Mitigation	50,000
	Total	173,513
<u>To:</u>		
70041170-599100-Misc	Transfer Out to General Fund	173,513

Fund 730 Infrastructure Enhancement Fund

<u>From:</u>		
73043050-533960-15373	Stony Creek Dredging	422
<u>To:</u>		
73043050-599100-15373	Transfer Out to General Fund	422

Fund 101 General Fund

<u>From:</u>		
10149040-588802	Contingency	32,895
<u>To:</u>		
10141190-555300	Communications (Phone VOIP)	8,895
10141190-579150	Technology Acquisitions (PD Tough Tablets)	24,000
	Total	32,895

General Fund – Appropriation Increase

<u>Increase:</u>		
10190000-490015	Transfer In (Fund 700)	173,513
10190000-xxxxxx	Transfer In (Fund 720)	13,970
10190000-xxxxxx	Transfer In (Fund 730)	422
	Total	187,905
<u>Increase:</u>		
10150000-599116	Transfer Out Capital Fund (BOE Cafeteria)	120,000
10150000-599110	Transfer Out Capital Fund (Open Space)	40,300
10150000-599110	Transfer Out Capital Fund (PD Veneer Repairs)	6,500
10141190-555300	Communications (VOIP)	21,105
	Total	187,905

Resolved: The RTM appropriates from increased estimated revenues resulting from the closeout of capital balances in the amount of \$187,905. This transfer will increase the Fiscal year 2021 General Fund budget from \$118,242,243 to \$118,430,148.

After discussion the two adjustments were made. (1) Under 101 General Fund, line item 10141190-555300 (Communications (Phone VOIP) was combined with Line Item 10141190-579150 (Technology Acquisitions). (2) Under General Fund-Appropriation Increase, Line Item 10141190-555300 (Communications (Phone Voip) was also moved to Line Item 10141190-579150 (Technology Acquisitions). Revised tables as follows:

Fund 730 Infrastructure Enhancement Fund

<u>From:</u>		
73043050-533960-15373	Stony Creek Dredging	422
<u>To:</u>		
73043050-599100-15373	Transfer Out to General Fund	422

Fund 101 General Fund

<u>From:</u>		
10149040-588802	Contingency	32,895
<u>To:</u>		
10141190-555300	Communications (Phone VOIP)	0
10141190-579150	Technology Acquisitions	32,895
	Total	32,895

General Fund – Appropriation Increase

<u>Increase:</u>		
10190000-490015	Transfer In (Fund 700)	173,513
10190000-xxxxxx	Transfer In (Fund 720)	13,970
10190000-xxxxxx	Transfer In (Fund 730)	422
	Total	187,905
<u>Increase:</u>		
10150000-599116	Transfer Out Capital Fund (BOE Cafeteria)	120,000
10150000-599110	Transfer Out Capital Fund (Open Space)	40,300
10150000-599110	Transfer Out Capital Fund (PD Veneer Repairs)	6,500
10141190-579150	Technology Acquisitions	21,105
	Total	187,905

Rep. Conklin made a Motion, seconded by Rep. Brockett to recommend approval to the full RTM of the transfers set forth in (A) above as well as the resolution. The Motion passed 4-0.

2. The Finance Director reviewed the following transfers with the committee.
(B) Capital Fund – Appropriation Increase

<u>Increase:</u>		
70090000-490010	Transfer In	166,800

Increase:		
70048000-579250-xxxxx	BHS Cafeteria Improvements	120,000
70045050-579480-xxxxx	Parks & Open Space Repairs/Improvements	40,300
70041170-544300-xxxxx	Police Dept. Veneer Repairs	6,500
	Total	166,800

After discussion, Rep. Brockett made a motion, seconded by Rep. Erlanger to recommend approval to the full RTM of the transfers set forth in (B) above. The motion passed 4-0.

3. The Finance Director reviewed the following transfers set forth in (C) and (D) below together with a resolution.

(C) Fund 700 Capital Fund

<u>From:</u>		
70041170-579410-21310	Police Department Roof Replacement	75,000
<u>To:</u>		
70041170-533960-21xxx	Needs Assessment Police Headquarters	75,000

(D) Fund 700 Capital Fund

<u>From:</u>		
70041170-579250-17313	Generator replacement Volunteer Service Ctr.	43,000
70041170-579250-17320	Police Department Generator	17,025
70041170-579250-18301	Police Department Generator	13,000
70041170-579410-18302	Police Department - Roof	75,000
70041170-579300-19308	Police Cell Block	31,807
70041170-579410-19309	Police Department Roof	75,000
70041170-579410-19310	Police Department Roof	50,000
70041170-579410-20304	Police Cell Block	32,750
70041170-579410-20305	Police Roof Replacement	50,000
70041170-579411-21311	Police Garage Roof Replacement	50,000
	Total	437,582
<u>To:</u>		
70041170-599100-Misc	Transfer Out to General Fund	437,582

General Fund – Appropriation Increase

<u>Increase:</u>		
10190000-490015	Transfer In (Fund 700)	437,582
<u>Increase:</u>		
10149010-523120	Police Pension Contribution	437,582

This current year transfer will supplement the assets in the pension fund and improve the funding status of the plan. A resolution for an additional increase to the budget is below:

Resolved: The RTM appropriates from increased estimated revenues resulting from the closeout of capital balances in the amount of \$437,582. This transfer will increase the Fiscal year 2021 General Fund budget from \$118,430,148 to \$118,867,730 and will be used to fund the pension requirements.

After a lengthy discussion including questions, Rep. Brockett made a motion, seconded by Rep. Erlanger to recommend approval to the full RTM of the transfers set forth in (C)) & (D) above as well as the resolution. The motion passed 4-0.

4. To review fiscal year 2021/2022 budgets that fall within the jurisdiction of the Ways & Means Committee. Finance Director, Jim Finch reviewed the following budgets with committee members and answered several questions regarding each of these budgets. No votes were taken at this committee meeting regarding the recommended adoption of these budgets.

1. Board of Finance
2. Fiscal Services
3. Pensions & Contributions, OPEB
4. Contingency
5. Employee Group Insurance
6. Municipal Insurance
7. Lease Fund
8. Interest Debt Service
9. Principal Debt Service

Subsequent to a review of the above budgets, Rep, Brockett made a Motion to Adjourn that was seconded by Rep. Erlanger. In a unanimous vote, the meeting was adjourned at 8:37 pm.

Respectfully submitted,

April 8, 2021
Peter Black, Chair
Tom Brockett, Acting Clerk