

**RTM WAYS & MEANS COMMITTEE**  
**Town of Branford**

Peter Black, Josh Brooks, Chris Hynes, Alisa Waterman  
John Hartwell, Chair



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**REGULAR SCHEDULED MEETING**

December 6, 2023  
7:00 PM, Community House, 46 Church Street

There was a regularly scheduled meeting of the Ways & Means Committee on Wednesday, December 12th at 7:00 pm at the Community House, 46 Church Street, Branford, CT. Representatives Black, Brooks, Hynes, Waterman, and Hartwell were present. Also in attendance were First Selectman Jamie Cosgrove, Representatives Amore, Bonenberger, Everson, Ingraham, and Twohill, as well as Finance Director Jim Finch and HR Director Margaret Luberdá.

1. Roll Call
2. To consider the meeting minutes from September 6, 2023

Representative Black made a motion to accept the minutes, seconded by Representative Hynes. As Representative Black was the only current member who was present at the 9/6/23 meeting, the motion passed with one vote and four abstentions.

Representative Black made a motion to add the November 1, 2023 special meeting minutes to the agenda, seconded by Representative Hynes. This required a two-thirds vote. Passed 5-0.

Representative Black made a motion to approve the minutes of the November 1, 2023 special meeting, seconded by Representative Waterman. Passed 2-0-3.

3. To consider, and if appropriate, approve a Tentative Agreement by and between the Town of Branford and the United Public Services Employees Union (UPSEU) Local #0 10, Parks and Recreation and Custodians, through June 30, 2026.

Branford HR Director Margaret Luberdá presented. Representative Black made a motion to approve, seconded by Representative Hynes. Passed 5-0.

4. To consider and if appropriate, approve the following transfer request and resolution from the Director of Human Resources for FY2024 pursuant to the RTM-approved collective bargaining agreement for the Public Works Union Contract as follows:

General Fund Transfer

From:

10149040-588802	Contingency	(\$35,145)
To:		
10141170-517000	Regular Wages & Salaries - GGB	\$ 3,246
10141170-518000	Overtime - GGB	976
10143010-517000	Regular Wages & Salaries - Public Works	22,904
10143010-518000	Overtime - Public Works	2,409
10143040-517000	Regular Wages & Salaries - Solid Waste & Recycling	4,598
10143040-518000	Overtime - Solid Waste & Recycling	<u>1,012</u>
	Total	\$35,145

**RESOLVED:** That the RTM approves a transfer from contingency for \$35,145 to the noted accounts to fund compensation changes pursuant to the recently approved Public Works Collective Bargaining Agreement for the period of July 1, 2023 through June 30, 2024.

HR Director Margaret Luberda presented. Representative Brooks made a motion to approve, seconded by Representative Hynes. Passed 5-0.

- To consider, and if appropriate, approve the following transfer and resolution from the Director of Information Technology for FY2024:

ARPA Fund

Increase:

260-90000-480296	Fund Balance Transfer	\$30,000
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Increase:

260-41190-579150	Technology Acquisitions (Phone System)	\$30,000
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**RESOLVED:** That the RTM approves an increase in the cumulative ARPA fund appropriations from \$6,572,000 to \$6,602,000. This appropriation will be used to fund the purchase and installation of a new phone system for the police department.

Jim Finch presented, and First Selectman Cosgrove provided some background. Representative Black made a motion to approve, seconded by Representative Hynes. Passed 5-0

- To consider, and if appropriate, approve the following transfer and resolution from the Finance Director for FY2024:

General Fund - Appropriation Increase

Increase:

10190000-480296	Fund Balance Appropriation	\$285,000
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Increase:

10149010-523120	Police Pension Contribution	\$285,000
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**RESOLVED:** That the RTM approves an appropriation from undesignated fund balance in the amount of \$285,000. This transfer will increase the fiscal year 2024 General Fund budget from \$130,315,768 to \$130,600,768 and will be used to fund police pension requirements.

Jim Finch presented. Representative Waterman made a motion to approve, seconded by Representative Hynes. Passed 5-0.

7. To consider, and if appropriate, approve the following list of Branford Community Foundation's ARPA recommendations and resolution approved by the Board of Finance on November 27, 2023:

BH Care, Inc.	\$10,000
Branford Historical Society	\$ 8,000
Branford Land Trust	\$14,000
Branford Micro Fund	\$20,000
Carrie P. Chandler Housing Development Corp.	\$20,000
Child Development Center	\$10,000
Community Dining Room	\$20,000
Fair Haven Community Health Care	\$20,000
Friends of James Blackstone Library	\$ 8,800
Legacy Theatre	\$35,000
Move to Heal CT	\$20,000
Orchard House Medical Adult Day Care	\$13,000
Read To Grow, Inc.	\$15,000
Rev. Dr. Martin Luther King Jr. Heritage Foundation	\$21,200
Shoreline Arts Alliance	\$ 7,000
Shoreline Eldercare Alliance	\$ 2,000
Shoreline Village CT	\$10,000
Soundview Family YMCA c/o Central CT Coast YMCA	\$15,000
Special Olympics CT	\$20,000
Stony Creek Museum Inc.	\$ 5,000
The Branford Chorale	\$ 6,000
The Branford Electric Railway Assoc.	\$15,000

The Connecticut Hospice Inc.	\$50,000
The Cove Center for Grieving Children	\$ 5,000
Women & Family Life Center	<u>\$25,000</u>

TOTAL      \$395,000

Jim Finch presented and introduced Liza Petro, Executive Director of the Branford Community Foundation, who also presented. Representative Waterman made a motion to approve, seconded by Representative Brooks. Passed 4-1 (Representative Black opposed).

8. To consider, and if appropriate, approve the reallocation of \$25,000 in ARPA funds (previously returned to the Town) to Shoreline Chamber of Commerce to offset losses, and approve the following resolution:

**RESOLVED:** That the RTM approves a grant to the Shoreline Chamber of \$25,000. This grant will be funded through ARPA dollars previously returned to the Town and will be repurposed to offset the Chamber's revenue losses due to the pandemic.

Jim Finch presented and introduced Dee Jacob, Executive Director of the Shoreline Chamber of Commerce, who also presented. Representative Black made a motion to approve, seconded by Representative Hynes. Passed 4-1 (Representative Waterman opposed).

9. Pursuant to Chapter 47-4 of Branford Town Code, consider, and if appropriate approve the Capital Projects transfer request from the Finance Director as per the attached detailed list with totals summarized by RTM Committee:

Public Services	\$28,092
Rules & Ordinances	\$ 3,463
Ways & Means	\$ 3,500
Education	\$16,922

Jim Finch presented. Representative Hartwell made a motion to approve the \$3500 which belongs to Ways & Means, seconded by Representative Black. Passed 4-0-1 (Representative Brooks abstaining).

10. To establish a 2024 meeting calendar.

Representative Black moved an amendment to strike July 3, 2024 from the proposed calendar of the first Wednesday of each month. Seconded by Representative Brooks. Passed 5-0.

11. Any other business

No other business.

Move to adjourn from Representative Black, seconded by Representative Waterman. Approved 5-0.

Respectfully Submitted  
John Hartwell  
Chair, RTM Ways & Means Committee



**RTM WAYS & MEANS COMMITTEE**  
**Town of Branford**

Peter Black, Josh Brooks, Chris Hynes, Alisa Waterman  
John Hartwell, Chair

**2024 MEETING SCHEDULE - REVISED**

Meetings will be held at 7:00 pm at the Community House, 46 Church Street,  
unless otherwise announced.

**Wednesday, January 3** *SPECIAL*

**Wednesday, February 7**

**Wednesday, March 6**

**Wednesday, April 3**

**Wednesday, May 1**

**Wednesday, June 5**

**(July No Meeting)**

**Wednesday, August 7**

**Wednesday, September 4**

**Wednesday, October 2**

**Wednesday, November 6**

**Wednesday, December 4**

*Alisa Waterman*  
BRANFORD TOWN CLERK

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Other meetings may be held as Special Meetings if required. Special Meetings, when scheduled, are limited to items on the published agenda, posted at least 24 hours in advance.

Items not on a regularly scheduled agenda may be added to the agenda by a 2/3 vote of the Committee. The Town Budget will be discussed in April.

Respectfully Submitted  
John Hartwell  
Chair, RTM Ways & Means Committee