

BOARD OF FINANCE
TOWN OF BRANFORD
1019 MAIN STREET, P.O. BOX 150, BRANFORD, CONNECTICUT 06405

JOSEPH W. MOONEY, CHAIRMAN
VICTOR CASSELLA
DEBORAH CONKLIN
HARRY DiADAMO, JR.
PAMELA DeLISE
JEFFREY E. VALETTE



EX-OFFICIO
JAMES COSGROVE, First Selectman

CLERK
LISA E. ARPIN, Town Clerk

REGULAR MEETING
MONDAY, August 26, 2024 at 7:30 p.m.
A G E N D A

RECEIVED
2024 AUG 23 P 3:32
Lisa E. Arpin
BRANFORD TOWN CLERK

There will be a regular meeting of the Board of Finance on Monday, August 26, 2024 at 7:30 p.m. at Fire Headquarters, 45 North Main Street, Branford, CT. The meeting will also be available for remote public viewing via BCTV (Comcast Channel 20) and Facebook Live.

1. Welcome new board member Deborah Conklin.
2. To approve the minutes of the June 24, 2024 meeting.
3. Citizen's Communication
4. To hear a presentation from GYL Financial Synergies with regard to the performance of the Town of Branford **Police Pension** Plan for the quarter ended June 30, 2024, and if necessary, rebalance the portfolio.
5. To hear a presentation from GYL Financial Synergies with regard to the performance of the Town of Branford **Other Post-Employment Benefits** Trust (OPEB) for the quarter ended June 30, 2024, and if necessary, rebalance the portfolio.
6. To hear a presentation from GYL Financial Synergies with regard to the performance of the Town of Branford **Volunteer Fire** Incentive Plan for the quarter ended June 30, 2024, and if necessary, rebalance the portfolio.
7. To hear a presentation from GYL Financial Synergies with regard to the performance of the Town of Branford **Coastal Resiliency Fund** for the quarter ended June 30, 2024, and if necessary, rebalance the portfolio.

8. To meet with representatives of the Board of Education (BOE) pursuant to Section 10-153d of the Connecticut General Statutes.
9. Executive session with BOE representatives regarding item #8 (Administrator negotiations.)
10. To hear a request from Corcoran Sundquist Post 83 of the American Legion for ARPA funds to offset lost income opportunities due to the pandemic.
11. To consider, and if appropriate pursuant to Section 42-1 of the Town Code, provide a favorable review of a multi-year contract for in-car camera systems with AXON for the Police Services fleet. (The Board of Selectmen unanimously approved a bid waiver request on 7/24/2024, pending BOF review.)
12. To consider and if appropriate, approve the following transfer request from Police Services for FY2024:

From:		
10142010-517000	Regular Wages & Salaries	(\$78,266)
10142010-544300	Purchase Services	(4,002)
10142010-579250	Equipment	<u>(727)</u>
	Total	(\$82,995)
To:		
10142010-517520	School Guards	\$ 136
10142010-518000	Overtime	72,344
10142010-533300	Professional Development	5,786
10142010-555300	Communications	3,953
10142010-579300	Furniture & Fixtures	727
10142010-566920	Meal Supplies	<u>49</u>
	Total	\$82,995

13. To consider, and if appropriate, approve a transfer request from the Counseling Center for FY2024 as follows:

From:		
21844010-555200	Property, Liability	(\$ 2,000)
To:		
21844010-544300	Purchase Services	2,000

14. To consider, and if appropriate, approve a transfer request from the Building Department for FY2024 as follows:

From:		
10149020-588802	Contingency	(\$14,724)
10142050-526100	Uniform/Clothing Allowance	(278)
10142050-566100	Office Supplies	<u>(387)</u>
	Total	(\$15,389)

To:		
10142050-517000	Regular Wages & Salaries	\$ 5,761
10142050-518000	Overtime	237
10142050-519030	Accumulated Sick	2,711
10142050-533280	Consulting Services	<u>6,680</u>
	Total	\$ 15,389

15. To consider, and if appropriate, approve a transfer request from the Assessor for FY2024 as follows:

From:		
10141050-533290	Appraisal Services	(\$ 400)
To:		
10141050-588210	Dues & Subscriptions	400

16. To consider, and if appropriate, approve a transfer request from Fire Services for FY2024 as follows:

From:		
10142040-517000	Regular Wages & Salaries	(\$94,800)
10142040-517670	Medic Shift PT	(44,500)
10142040-518000	Overtime	(4,011)
10142040-518010	Overtime-Public Events	(11,100)
10142040-518050	Vacation	(8,000)
10142040-518150	Holiday Pay	(17,200)
10142040-518500	Special Detail	(1,000)
10142040-519025	Educational Incentive	(10,200)
10142040-519050	Stipends	(12,000)
10142040-533300	Professional Development	(5,600)
10142040-533530	Employment Testing	(3,448)
10142040-555300	Communications	(2,000)
10142040-544170	Hydrants	<u>(9,000)</u>
	Total	(\$222,859)
To:		
10142040-518200	Replace Sick	\$115,587
10142040-519030	Accumulated Sick Pay	27,224
10142040-533520	Ambulance Billing	22,827
10142040-533900	Other Purchased Services	11,040
10142040-544300	Purchased Services - R & M	21,129
10142040-566600	Medical Supplies	1,756
10142040-579300	Furniture & Fixtures	3,732
10142040-588200	Memberships, Conf. & Meetings	1,564
10150000-599102	Transfer to Fund 203	<u>18,000</u>
	Total	\$ 222,859

17. To consider, and if appropriate, approve a transfer request for Solid Waste & Recycling for FY2024 as follows:

From:		
10143040-517000	Regular Wages & Salaries	(\$10,557)
To:		
10143040-519030	Accumulated Sick Pay	\$10,557

18. To consider, and if appropriate, approve a transfer request from General Government Buildings for FY2024 as follows:

From:		
10141170-517000	Regular Wages & Salaries	(\$ 4,363)
10141170-526100	Uniform/Clothing Allowance	(1,967)
10141170-544300	Purchase Services R & M	(15,413)
10141170-566100	Office Supplies	(800)
10141170-566900	Other Supplies	(5,957)
10141170-566920	Meal Supplies	(550)
10141170-579250	Equipment	(3,816)
10141170-579300	Furniture & Fixtures	(250)
10141170-588200	Memberships, Conf. & Meetings	(1,200)
	Total	(\$34,316)
To:		
10141170-518000	Overtime	\$ 1,526
10141170-544100	Utilities	32,323
10141170-544110	Fuel Oil	467
	Total	\$34,316

19. To consider, and if appropriate, approve a transfer request from Parks & Recreation for FY2024 as follows:

From:		
10149040-538802	Contingency	(\$28,829)
10145010-517000	Regular Wages & Salaries	(12,525)
70045010-579400-23315	Foote Park Splash Pad	(27,400)
70045010-579400-24313	Foote Park Basketball Court Renov.	(24,763)
	Total	(\$93,517)
To:		
10145010-519030	Accumulated Sick Pay	\$ 28,829
10145010-518000	Overtime	12,175
10145010-526100	Uniform/Clothing Allowance	350
70045010-xxxxxx	Foote Park Playground	52,163
	Total	\$ 93,517

20. To consider, and if appropriate, approve a transfer request from Planning & Zoning for FY2024 as follows:

From:		
10141130-588090	Travel	(\$ 850)
To:		
10141130-555400	Advertising, Printing, Binding	\$ 850

21. To consider, and if appropriate, approve a transfer request from the Tax Collector for FY2024 as follows:

From:		
10141070-517000	Regular Wages & Salaries	(\$ 1,160)
10141070-555320	Postage	<u>(\$ 7,417)</u>
	Total	(\$ 8,577)
To:		
10141070-518000	Overtime	\$ 1,160
10141070-588110	State Fees & Testing	150
10141070-533285	Tax Bill Printing & Processing	<u>7,267</u>
	Total	\$ 8,577

22. To consider, and if appropriate, approve transfer requests from the First Selectman for FY2024 as follows:

Executive

From:		
10141020-533280	Consulting	(\$ 1,875)
10141020-555400	Advertising, Printing, Binding	<u>(1,115)</u>
	Total	(\$ 2,990)
To:		
10141020-518250	Seasonal & Part-Time Help	\$ 2,990

Branford Cable TV

From:		
10149040-588802	Contingency	(\$ 529)
10141180-566900	Other Supplies	<u>(92)</u>
	Total	(\$ 621)
To:		
10141180-518250	Seasonal & Part-Time Help	529
10141180-533605	Subcontracting	<u>\$ 92</u>
	Total	\$ 621

23. To consider, and if appropriate, approve transfer requests from the Finance Director for FY2024 as follows:

Conservation Commission

From:

10145100-566900	Other Supplies	(\$ 475)
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To:

10145100-517580	Board Clerks	215
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10145100-588200	Memberships, Conferences & Meetings	5
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10145100-544300	Purchased Services	<u>255</u>
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Total		\$ 475
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Municipal Insurance

From:

10149030-555200	Property Insurance	\$23,000
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To:

10149030-588140	Insurance Damage	\$23,000
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24. To discuss a memorandum from the Finance Director with regard to State and Local Government Securities (SLGS) and to consider, and if appropriate, approve the following resolution:

RESOLVED: The Board of Finance authorizes the Finance Director, Assistant Finance Director and the Town Treasurer to act as agents on behalf of the Town of Branford.

25. Adjournment

Dated this 23rd day of August, 2024



Lisa E. Arpin, MMC MCTC
Board of Finance Clerk

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT



1019 MAIN STREET
POST OFFICE BOX 150

(203) 315-0663
FAX (203) 315-3736
WWW.BRANFORD-CT.GOV

Date: August 23, 2024
To: Joseph Mooney
Board of Finance
From: James P. Finch
Director of Finance
Re: School Administrator Negotiations

RECEIVED
2024 AUG 23 P 1:20
Lisa Arpin
BRANFORD TOWN CLERK

I write to request that you consider the following item at your next meeting.

To meet with representatives of the Board of Education (BOE) pursuant to Section 10-153d of the Connecticut General Statutes.

Background

As you are aware, during our meeting at the central office to discuss negotiations we discussed the statutory requirements as outlined below:

Sec. 10-153d. Meeting between Board of Education and fiscal authority required.

(a) Within thirty days prior to the date on which the local or regional board of education is to commence negotiations pursuant to this section, such board of education shall meet and confer with the board of finance in each town or city having a board of finance, with the board of selectmen in each town having no board of finance and otherwise with the authority making appropriations therein. A member of such board of finance, such board of selectmen, or such other authority making appropriations, shall be permitted to be present during negotiations pursuant to this section and shall provide such fiscal information as may be requested by the board of education.

Last July members from the two boards met in advance of the teacher negotiations. I believe the meeting provided the BOE with an understanding of the town's finances and challenges in advance negotiations.

It is my understanding that Pamela DeLise will continue to represent the Board of Finance during administrator negotiations.

- Cc James Cosgrove, First Selectman
- Board of Finance Members
- Dr. Christopher Tranberg, Superintendent of Schools
- Blaize Levitan, Chief Operating Officer
- Lisa Arpin, Town Clerk

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2024 AUG 23 P 1: 20

Item 10

To: Board of Finance
Joseph Mooney, Chairman


BRANFORD TOWN CLERK

Corcoran Sundquist Post 83 of the American Legion would like to apply for the American Rescue Plan Act monies available to the Town of Branford for much needed repairs to the Post.

The American Legion Corcoran-Sundquist Post No. 83 was officially incorporated in April of 1920 and was named after the two Branford residents to lose their lives in combat in World War I. From the day of incorporation, with a membership of 43 veterans, the Post has grown to 120 members today. The original Post held its meetings at the Armory in Branford until 1957. The Post then moved to the Branford Veterans Building and rented from the Town of Branford until 1983. It was then that the Post moved to its current location on 241-243 North Main Street. The original structure was built in 1950 and renovated to its current use/configuration in 1979. Post 83 has maintained the structure since and in recent years, has upgraded the electrical system, modernized the kitchen area to code and updated the fire alarm system.

The Post is currently in need of repairs to the exterior of the building and to the main parking lot. The texture 111 siding is showing signs of decay along the foundation line of the building. Much of the wood framing along the sill of the building is also showing such signs. The Post recently replaced a window at the rear of the building and had to increase the scope of the work due to rotted framing and siding. Work has also been done to the eave and soffit at the rear of the building and gutter repairs were also made. Approximately 20 years ago, the roof was replaced. In addition, there is a 50-car parking lot in front of the building which is in need of replacement. The lot is riddled with potholes and has had to be patched and repatched over the years. It is now currently at the point where patching or resurfacing is no longer viable making the lot in need of a total rebuilding.

Attached please find estimates for the requested repairs. In regards to the siding quote, please note that the quote does not address any issues with the underlying framing. Due to submission timeline restraints, a revised quote was not available. A conservative approximate increase of 50% of the original estimate is deemed appropriate to cover the unforeseen work. The revised estimate is \$40,000. If required by the Board, a formal estimate can be obtained. In regards to the parking lot, the quote is for an entire rebuild and amounts to \$88,000 without taxes.

Guidelines for ARPA funding cite 'building a strong, resilient and equitable recovery by making investments that support long term growth and opportunity.' ARPA can also provide lost income due to Covid as well as provide assistance to non-profits. Restrictions due to Covid have had a major impact on hall rentals at the Post which accounted for a majority of the disposable income for the Post as well as other Post oriented fundraisers. The loss of this income has resulted in deferred maintenance, thus leading to the issues faced today.

In the past, the Post has not only been used for rentals to the general public, but other community oriented events have been held there to include receptions from the Veteran's and Memorial Day parades, Boy Scout events, Blood Drives, Breakfasts with the Easter Bunny, St. Patrick's Day celebrations, a Polling site and other fundraisers. It is our hope that with this boost of funding and repairs, the Post will once again become an active organization to benefit both Veterans and the residents of Branford. Thank you for your consideration. Points of contact for any further information are Ed Masotta, 203-410-8989 emasotta@sbcglobal.net or Rich Hansen, 203-804-3100 rrh1091@yahoo.com .

Sincerely,

Don Langlois
Commander, Post 83



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P.O. Box 337 | Ivoryton, CT 06442
 860.767.2357 | estimates@sullivanpaving.com | www.sullivanpaving.com

RECIPIENT:

American Legion
 243 North Main Street
 Branford, Connecticut 06405

RECEIVED
 2024 AUG 23 P 1:20
Val Estepin
 BRANFORD TOWN CLERK

Estimate #7510180

Sent on 07/08/2024
 Start/Completion Dates valid if estimate is accepted within 10 days, WEATHER PERMITTING.
 Anticipated Service Window Start: 08/01/2024
 Anticipated Service Window Completion: 09/01/2024

Total \$98,588.00

Product/Service	Description	Amount
Rip Out & Repave (2 Courses)	<p>** PRICE AS SHOWN IS THE DISCOUNTED RATE FOR PAYMENT WITH CASH OR CHECK. PRICE IF PAID BY CREDIT CARD OR FINANCED IS (\$88,608.00) AND WILL BE REFLECTED ON THE FINAL INVOICE **</p> <p>Replace parking lot, includes 575' of 6" curb. Approx. 24,100 SQFT.</p> <p>We will construct a new paved area, by first removing the old surface and extricate any visible rocks under the existing driveway. The base material will then be reshaped, and processed aggregate added, as needed to achieve a uniform profile. Compaction will be done by means of a power roller to create a solid base for the new asphalt. We will pave using 3" (2 courses, 1 1/2" each course) of asphalt compacted to a uniform surface by means of a power roller. All areas will be left clean and the new pavement protected from traffic with the proper signs.</p>	\$85,200.00
Line Stripe	<p>** PRICE AS SHOWN IS THE DISCOUNTED RATE FOR PAYMENT WITH CASH OR CHECK. PRICE IF PAID BY CREDIT CARD OR FINANCED IS (\$2,912.00) AND WILL BE REFLECTED ON THE FINAL INVOICE**</p> <p>Line striping and pavement markings as they presently exist.</p>	\$2,800.00



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 860.767.2357 | estimates@sullivanpaving.com | www.sullivanpaving.com

NOTE: PROPER SIDE DRESSING AND BACKFILLING (TOPSOIL AND SEEDING) MUST BE COMPLETED BY THE CUSTOMER TO COVER WARRANTY.

ALL PRICES ARE SUBJECT TO CONNECTICUT STATE SALES TAX (REFLECTED ON FINAL BILL) UNLESS SULLIVAN PAVING IS PROVIDED WITH A TAX EXEMPT CERTIFICATE.

NOTE: A DEPOSIT FOR 30% OF THE TOTAL COST OF SELECTED OPTION(S) IS DUE WITH YOUR SIGNED CONTRACT. THE REMAINING BALANCE WILL BE DUE UPON PROJECT COMPLETION.

This quote is valid for the next 10 DAYS; This proposal may be withdrawn by us if not accepted within TEN DAYS and subject to change.

DUE TO UNSTABLE OIL MARKETS:

1. ALL PRICES SUBJECT TO CHANGE. PRICES BASED ON CURRENT ASPHALT PRICES AND OVERHEAD EXPENSES; CUSTOMER WILL BE RESPONSIBLE FOR ESCALATION PRICES IN ASPHALT AND OVERHEAD AT THE TIME OF PAVING. TO BE REELECTED ON FINAL INVOICE.
2. PRICES QUOTED REFLECT DISCOUNT FOR PAYING WITH CASH OR CHECK AND PRICES FOR PAYING WITH CREDIT CARD OR FINANCING. CUSTOMER CAN CHOOSE WHICH PAYMENT OPTION TO USE AND WILL BE BILLED ACCORDINGLY.
3. ALL PERMIT FEES ARE ADDITIONAL AND WILL BE ADDED TO FINAL INVOICE.

SCHEDULING

Contract start and completion dates are estimated based on availability at the time we generate the proposal and are subject to change; projects may be moved forward or postponed dependent on schedule availability or delays. If you have other work scheduled you must provide dates of schedule at contract signing. If we contact you to notify of the schedule and you are unable to have work performed, we will move your project to the bottom of the schedule and a postponement fee will of \$150.00 be assessed. Because our work is extremely weather dependent, we use a sliding schedule. When we experience inclement weather, our entire schedule must be adjusted.

We cannot guarantee start dates but will call you the day prior to beginning work on your driveway, to notify you of the schedule. If we cannot reach you directly, we will leave a voicemail at the phone number provided and a text message will be sent as well. Sullivan Paving Co., Inc. will not be held responsible if notifications are not received.

The average driveway paving project usually takes a day to prepare and less than a day to pave.

The average driveway sealing project takes a couple hours to prepare and seal coat/crack fill.

CBYD / UTILITY MARKING/PRIVATE UTILITIES / SITE ACCESS CLAUSE:

Connecticut state law requires that all underground utilities (gas, electric, water, etc.) must be located prior to excavation. Sullivan Paving will come out to mark the area to be paved with paint and the letters "CBYD" which stands for "CALL BEFORE YOU DIG" so that each utility company

Subtotal	\$88,000.00
CT States Sales Tax (6.35%)	\$5,588.00
Total	\$93,588.00



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Notes Continued...

representative can mark areas on your property for us to avoid. Please note: marking may be completed well in advance.

If you have any private utilities such as an underground pet fence, electrical, drainage, irrigation, septic or other system that run beneath your existing driveway, the Owner is responsible for marking these utilities and notifying Sullivan Paving of their existence and location well in advance so that our crews can take appropriate precautions during the preparation and installation process. Sullivan Paving Company, Inc will not be held accountable for damage to private utilities that were not marked.

DOG WIRE: THERE WILL BE AN ADDITIONAL \$50.00 FEE TO RELOCATE AN EXISTING OR RUN NEW LINE WHEN REPLACING DRIVEWAY. WIRE WILL BE DIRECTLY BURIED UNDER DRIVEWAY; NO CONDUIT WILL BE INSTALLED. ENDS WILL BE SPLICED TO EXISTING LINE OR LEFT CAPPED PER HOMEOWNER'S REQUEST.

PHOTO USE CLAUSE:

Owner shall permit Contractor or person(s) employed or engaged by Contractor, without compensation or consideration to Owner, to take audio, video, and photographs at the project site of both work in progress and completed work, for purposes including, but not limited to, quality control, quality reference, print publication, social media, use in broadcast media, publication via the Internet, and use in marketing materials used by Contractor. Such photographs and any accompanying descriptions shall not identify Owner or the property address of the project without the express written consent of Owner.

PAYMENT TERMS:

Payment to be made as follows: Deposit is required with the signed contract unless otherwise specified. The balance is due UPON COMPLETION. A service charge of one and one half (1 1/2%) percent will be added to all accounts with balances in excess of thirty (30) days.

In the event this is referred for collection, the undersigned shall be liable for all attorneys' fees, expenses and costs of collection, as well as, legal interest from the date the original amount was due.

The Buyer further agrees that notwithstanding the fact that this contract has been signed in a corporate or representative capacity; each signer for the Buyer by their signature is personally and individually responsible for payment to Sullivan Paving Company, Inc. of all amounts due according to the invoice amount.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays.

IMPORTANT INFORMATION ABOUT YOUR DRIVEWAY-PAVING: DRIVEWAY INSTALLATION PROCESS:

On the day your driveway is scheduled for preparation and processing, all vehicles must be cleared from the area and pets must be contained. In addition, our crew will need the ability to open any garage doors if they open to a portion of the driveway that is included in the scope of the project. Finally, the crew will need access to an outside water source. Once a good solid foundation has been created and the driveway base has been properly prepared, hot mixed asphalt will be delivered by truck to your location and poured into the paver. The paver then distributes the hot asphalt over the prepared base, where it is rolled and compacted to the specified thickness. In most cases, driveways are paved in 2 passes, which creates a cold joint or seam where the asphalt meets. This joint does not negatively affect the integrity of the driveway and will fade over time. We use a product called bituminous concrete; also known as blue diamond, black top, tarmac or asphalt. There are many classes of bituminous concrete, determined by the size and quantity of stone in the mixture. Driveway material consists of 3/8" stone. Most residential driveways are paved with 3" of asphalt and then compacted to a strong 2 1/4" - 2 1/2" base. Driveways which are resurfaced usually receive a 1 1/2" finish. The edges of your driveway are beveled approximately 45 degrees and tamped, allowing for proper compaction.

Please note: any siding or trim close to the area to be paved, poses a risk of melting/damage due to extremely high asphalt temperatures. Sullivan Paving will not be responsible for any damage or melting that may occur during the paving process. Please note: If we are paving a new section of asphalt off of an existing paved surface, there is a potential for damage to the existing asphalt if equipment needs access. Any damage to existing asphalt, Sullivan Paving will not be responsible for.

NEW DRIVEWAY APPEARANCE:

Initially, the new asphalt surface will be dark black in color and will appear relatively smooth. However, since asphalt is made



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Notes Continued...

up of liquid asphalt and various sizes of stone and sand, varied textures can also be expected. You may even see some of the aggregate or stone in the mix. If your driveway has been raked or spread with hand tools, it will have a different appearance than the areas which were spread by a machine. Hand paved areas are typically close to garages, along walls and at the street apron. The rougher texture of hand paved areas is not a reflection of poor paving and the overall integrity of the driveway is not negatively affected. Over time, due to weather and usage, the driveway will wear slightly and the hand paved areas will be less noticeable. The asphalt will become lighter in color (bluish-gray coloration is most common) and you may also begin to notice more of the aggregate showing through. This is all normal wear and is to be expected. Simple maintenance will keep the driveway protected and help seal any small cracks that may appear as the driveway ages.

We recommend that you stay off your new driveway surface for a least of 5 days or even longer when temperatures are above 80 degrees and/or humidity is high. After the standard waiting period, you may then dispose of the flags and Sullivan Paving sign. You can walk on your driveway immediately following completion of paving; however, note that the asphalt is HOT, so please take proper precautions. Driveways are made up of liquid asphalt and oils. Dirt can adhere to a freshly paved driveway and is not a reason for concern. This will wear over time as the asphalt cures and the natural oils dry. Rust marks are normal on a newly paved surface as the roller used to compact the asphalt is made of steel and water is used to keep the asphalt from adhering to the roller. These marks will fade over time and will not affect the integrity of the newly paved surface.

DRIVEWAY EDGES:

Edges are the weakest and most vulnerable part of your driveway, and will, therefore, crack and break under pressure without proper support. It is crucial that you, The Buyer(s) backfill the edges of the driveway with top soil and seed as soon as possible after the completion of paving. Backfilling is the process in which you fill in the space between the prepped width and the newly installed asphalt with topsoil and seed or stone. The back fill needs to be brought up to the TOP of the beveled edge. This is the customer's responsibility. Proper backfilling and side dressing (top soil and seeding) must be completed by customer to cover warranty. Please scan QR code below for more information.

Sullivan Paving does not recommend wood edging. Although wood strips make paving easier, they support the weight of the roller, preventing the edges from compacting properly. Also, the wood will decay over time causing other problems.

CARE AND MAINTENANCE:

For the first year, please be extremely cautious, especially on hot, sunny days. Asphalt driveways will remain pliable for up to three

years following paving. To help prevent cracking during winter frost heaves, follow these guidelines:

- Try to avoid sharp, blunt and heavy objects, which can cause dents or holes on your driveway. This includes heavy vehicles since excessive weight can cause tire depressions. It is advisable to keep oil trucks, concrete trucks, or any other large commercial trucks off your new driveway until it cures.
- Turning the steering wheel while your car is not in full motion and driving too fast on the driveway will scratch/dent the surface of the driveway. These "power steering" marks do not affect the integrity or longevity of the asphalt and will fade over time and blend in with the rest of the driveway.
- Use boards or plywood under ladders and kickstands to distribute weight.
- Oil, gasoline, and other solvents will damage the surface of your new driveway. If a spill should occur, immediately sprinkle baking soda over the spill to try to absorb the solvent, then wash off the area with water and use concentrated liquid detergent and or cola. If the asphalt has softened, leave it alone. If it does not harden in 60 days, it will most likely need to be patched. Vegetation such as spores and dandelions are able to push up through asphalt, creating bumps. Typically, the problem can be remedied if addressed immediately. Simply spray the area with your choice of weed killer, wait for vegetation to die, remove the dead vegetation, then push the asphalt back into place.

IMPORTANT INFORMATION ABOUT YOUR DRIVEWAY-SEALING: WHY CRACK FILL AND SEAL COAT?

You have a large investment in your pavement. Replacing it is an expensive endeavor. Sealers are designed to protect and extend the life of your asphalt surface: while at the same time enhancing its appearance. Sealcoating prevents the sun from oxidizing the asphaltic binder. It prevents damage caused by the elements, and protects the pavement from oil and gas spills on the pavement. It reduces maintenance costs and extends the life of your pavement.

HOW SOON CAN I SEALCOAT A FRESHLY PAVED ASPHALT SURFACE?

As soon as the surface rids of light oils through oxidation. We recommend waiting ONE YEAR after the installation of a new asphalt surface.



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Notes Continued...

APPLICATION

Our typical application is to squeegee areas such as walkways, garages, stonework, etc. We then use a spraying method for the remainder of the pavement. This application leaves a streak free appearance. If prior to the seal coat application, the pavement has oil stains, we will apply an oil spot primer. This is brushed onto the stain in order to prevent it from eating through the new layer of seal coat. Unfortunately, not all stains can be completely removed although this primer usually eliminates typical oil stains. Sullivan paving does not guarantee and will not be held responsible for any failure to seal coat applications due to oil stains.

WHAT TO DO/EXPECT AFTER SEALCOATING

- Once the sealcoat is applied, allow 72 HOURS before going on it. This means no parking, driving, or walking on your freshly sealed driveway. Driveways that are shaded will require longer drying time (dependent on temperature, humidity, exposure to sun). It is customer's responsibility to use discretion when parking and driving on sealed surface.
- Seal coat takes 30 days to fully cure, you may notice tire and power steering marks will appear (especially during the humid summer months). Once the sealcoat cures, the tire marks will disappear. This may take longer to fade than the recommended 72 hours of remaining off the newly sealed surface.
- You may notice that the edges of your driveway appear darker in color than the rest. This is because we pay special attention to the edges, especially around your garage and stone walls, by sealing them by hand. These areas of focus often require a thicker coat of sealer, resulting in the darker appearance. Over time, as the edges dry, the appearance will become uniform.

CRACK REPAIR

- After we repair cracks in your driveway, it is common for you to still see the crack(s). We strive to make your driveway look its best; however, the crack repair service is not intended to make these cracks disappear. The service is intended to provide a watertight seal between the foundation of your driveway and the weather. After we apply the crack repair, the repair itself may settle: this in no way affects the water tight seal. The repair will/may also be visible under the seal coat.
- Crack fill is a rubber product. On hot and humid days (over 80 degrees) the crack fill may soften and will be subject to imprinting from car tires, shoes, etc. These will dissipate over time and do not affect the integrity of the crack fill.
- Many different factors such as driveway texture, previous sealcoats, time of day, angle at which the repair is viewed at, have an impact on the crack repair's final appearance.
- "Alligator" and "Spider" cracked areas cannot be heavily crack filled as many of the open wounds within these areas are too small to allow the filler to seal inside and most times, these areas will need to be patched. Crack repair is not made to repair these areas.

WHEN IS MY DRIVEWAY DUE FOR A RESEAL?

We recommend a reseal every 3 YEARS depending on the weather and amount of traffic. However, depending on "wear and tear", many driveways can extend that a year or two more.

CANCELLATION POLICY:

You, the Buyer, may cancel this transaction at any time prior to midnight of the fifth business day after the date the contract is signed.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instruments executed by you will be returned within ten (10) business days following receipt by the seller, Sullivan Paving Company, Inc., of your cancellation notice, and any security interest arising out of the transaction will be cancelled.

If you cancel, you must make available to the seller at your residence, any equipment and/or materials delivered to you under this contract or sale in substantially as good condition as when received; or you may, if you wish, comply with the instructions of the seller regarding the return shipment if the items at the seller's expense and risk.

If you make the equipment and/or materials available to the seller and the seller does not pick them up within twenty days of the date of cancellation, you may retain or dispose of the items without any further obligation. If you fail to make the items available to the seller, or if you agree to return the items to the seller and fail to do so, then you remain liable for the performance of all obligations under this contract.

TO CANCEL THIS CONTRACT, you must send written notice to Sullivan Paving Co., Inc. by means of email (estimates@sullivanpaving.com), Fax (860.767.0407), or Mail (Sullivan Paving Co., Inc. P.O. Box 337, Ivoryton, CT 06442).

NOTE: Cancellation must be made in writing. Sullivan Paving Company, Inc. will not accept a verbal cancellation request. By signing this agreement, you, the buyer(s) attest that you have read, understand, and agree to the terms outlined hereof. Corporate Registration No: 542208



Sullivan Paving Co. Inc.

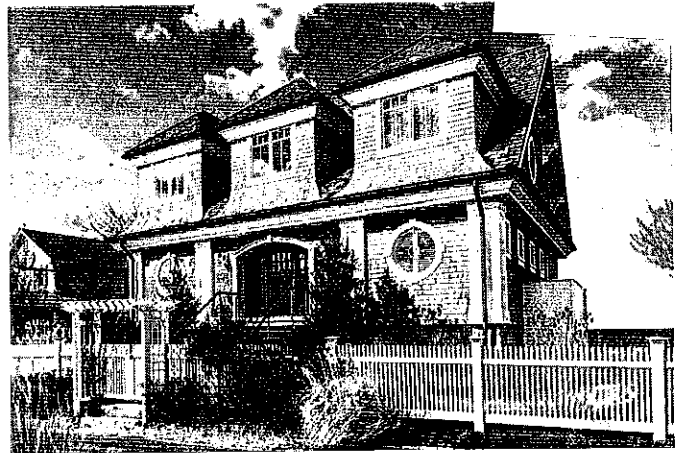
P.O. Box 337 | Ivoryton, CT 06442

860.767.2357 | estimates@sullivanpaving.com | www.sullivanpaving.com

Notes Continued...

Signature: _____ Date: _____

**BRUCE
PANTANI
&
SONS
BUILDERS**
 Custom Homes • Additions
 Remodeling
203 488-6694



~Established 1965 ~

American Legion, Post 83
 243 North Main Street
 Branford CT 06405

C/O
 Richard Hansen, Adjutant

We propose to do the following work at the above address:

- Remove and replace all rotten sheathing from main building and replace
- Remove and replace all rotten sheathing from accessory building
- Install two new exterior rated door with locks and deadbolts on accessory building
- Install Azek skirt where ground is too close to siding to protect from rot in the future
- Install 3/8 foam board on entire building
- Install 4" horizontal siding from builders selection
 - Colors labeled premium will be an upcharge
- All exposed trim will be covered with white 0.019 aluminum coil stock
 - Example, window casings, soffits and rakes
- White vinyl soffit trim

Permits and dumpsters to be supplied by builder

Total \$27,500

A 50% deposit will be required at project start

Thank You,
Dennis Pantani

Wai Estepin
 BRANFORD TOWN CLERK

2024 AUG 23 P 1:20

RECEIVED

Department of Police Services

33 Laurel St.
Branford, CT 06405
Tel. (203) 481-4241 Fax. (203) 483-1992



Jonathan R. Mulhern
Chief of Police

7/2/32024

Mr. Joseph Mooney
Chairman of Board of Finance
1019 Main Street
Branford, CT 06405

RECEIVED
JUL 23 2024
BRANFORD TOWN CLERK

Dear Chairman Mooney,

I am writing to request that the Branford Police Department be placed on the agenda for the upcoming Board of Finance meeting scheduled for July 29, 2024. This request is pursuant to Section 42-1 of the town code and seeks the Board of Finance review and approval of a proposed contract with AXON for the acquisition and implementation of in-car camera systems and data cloud storage services.

The contract in question is for a duration of five years, with a total cost amounting to \$297,204.00. This investment is I for enhancing our department's operational efficiency and maintaining compliance with the State of Connecticut law regarding in-car camera systems.

Thank you for your attention to this matter and for your continued support of the Branford Police Department.

Respectfully submitted,

Jonathan R. Mulhern
Chief of Police



Axon Enterprise, Inc.
 17800 N 85th St.
 Scottsdale, Arizona 85266
 United States
 VAT: 88-0741227
 Domestic: (800) 978-2737
 International: +1.800.878.2737

Q-498855-45317.809CG

Issued 20/12/2024

Quote Expiration: 08/23/2024

Estimated Contract Start Date: 11/15/2024

Account Number: 183049

Payment Terms: NSO

Delivery Method:

SHIP TO	BILL TO
Branford Police Dept. - CT 33 Laurel St Branford, CT 06406-3610 USA	Branford Police Dept. - CT 33 Laurel St Branford CT 06406-3610 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Matt Dearing Phone: Email: mdearing@axon.com Fax:	David Galdenz Phone: 2034102684 Email: dgaldenz1@branfordpolice.com Fax: 203-453-1892

Quote Summary

Program Length	60 Months
TOTAL COST	\$297,204.00
ESTIMATED TOTAL W/ TAX	\$297,204.00

Discount Summary

Average Savings Per Year	\$13,173.60
TOTAL SAVINGS	\$65,868.00

Payment Summary

Date	Subtotal	Tax	Total
Oct 2024	\$54,871.62	\$0.00	\$54,871.62
Oct 2025	\$57,066.79	\$0.00	\$57,066.79
Oct 2026	\$59,349.47	\$0.00	\$59,349.47
Oct 2027	\$81,723.44	\$0.00	\$81,723.44
Oct 2028	\$84,162.38	\$0.00	\$84,162.38
Total	\$297,204.00	\$0.00	\$297,204.00

Quote Unbundled Price: \$383,072.00
 Quote List Price: \$305,484.00
 Quote Subtotal: \$297,204.00

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
Fleet3A	Fleet 3 Advanced	20	60	\$302.56	\$264.57	\$247.87	\$297,204.00	\$0.00	\$297,204.00
Total							\$297,204.00	\$0.00	\$297,204.00

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Estimated Delivery Date
Fleet 3 Advanced	100409	AXON FLEET 3 - SIM INSERTION - ATT FIRSTNET	14	10/18/2024
Fleet 3 Advanced	11634	AXON FLEET - CRADLEPOINT IIR900-1200M-B-NP6+6YR NETCLOUD	14	10/16/2024
Fleet 3 Advanced	70112	AXON SIGNAL - SIGNAL UNIT	20	10/16/2024
Fleet 3 Advanced	71200	AXON FLEET - AIRGAIN ANT - 6-IN-1 4LTE 2WIFI 1GNSS BL	14	10/16/2024
Fleet 3 Advanced	72038	AXON FLEET 3 - STANDARD 2 CAMERA KIT	20	10/16/2024
Fleet 3 Advanced	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	20	10/16/2024

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Advanced	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	20	11/16/2024	11/14/2028
Fleet 3 Advanced	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	20	11/16/2024	11/14/2028
Fleet 3 Advanced	80402	AXON RESPOND - LICENSE - FLEET 3	20	11/16/2024	11/14/2028
Fleet 3 Advanced	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	40	11/16/2024	11/14/2028

Services

Bundle	Item	Description	QTY
Fleet 3 Advanced	70391	AXON FLEET 3 - DEPLOYMENT (PER VEHICLE)	20

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Advanced	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	20	10/16/2025	11/14/2028
Fleet 3 Advanced	80199	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	20	10/16/2025	11/14/2028

Payment Details

Oct 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	Fleet3A	Fleet 3 Advanced	20	\$64,871.92	\$0.00	\$64,871.92
Total				\$64,871.92	\$0.00	\$64,871.92

Oct 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	Fleet3A	Fleet 3 Advanced	20	\$57,066.79	\$0.00	\$57,066.79
Total				\$57,066.79	\$0.00	\$57,066.79

Oct 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	Fleet3A	Fleet 3 Advanced	20	\$59,349.47	\$0.00	\$59,349.47
Total				\$59,349.47	\$0.00	\$59,349.47

Oct 2027						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	Fleet3A	Fleet 3 Advanced	20	\$81,723.44	\$0.00	\$81,723.44
Total				\$81,723.44	\$0.00	\$81,723.44

Oct 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	Fleet3A	Fleet 3 Advanced	20	\$64,192.38	\$0.00	\$64,192.38
Total				\$64,192.38	\$0.00	\$64,192.38

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

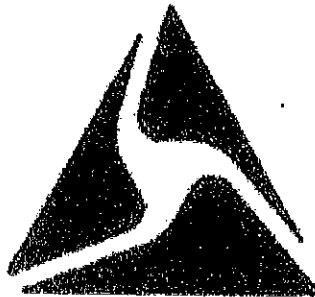
Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

1/26/2024



**BRANFORD BOARD OF POLICE COMMISSIONERS
33 LAUREL STREET
BRANFORD, CONNECTICUT 06405**

John Sousoulas (Chair)
Patricia Austin
Christine J. Ciociola
Janice Heggie Margolis
Robert Nash
Valerie Wiel-Wilkins

James B. Cosgrove
First Selectman

Jonathan R. Mulhern
Chief of Police



RECEIVED

2024 AUG 21 P 1:28

7/23/2024

Neil Estepin
BRANFORD TOWN CLERK

Mr. Joseph Mooney
Chair, Board of Finance
1019 Main St.
Branford, CT 06405

The Board of Police Commissioners respectfully requests an appearance before your board at your meeting on 7/29/2024. At that meeting, we will seek your approval for the following transfers in our FY 2023-24 Budget.

From	Account	Description	To	Account	Description	Amount
	10142010-517000	Regular Wages & Salary		10142010-517520	School Guards	\$136.00
	10142010-517000	Regular Wages & Salary		10142010-518000	Overtime	\$72,344.00
	10142010-517000	Regular Wages & Salary		10142010-533300	Professional Development	\$5,786.00
	10142010-544300	Purchase Services		10142010-555300	Communications	\$3,953.00
	10142010-579250	Equipment		10142010-579300	Furniture/Fixtures	\$727.00
	10142010-544300	Purchase Services		10142010-566920	Meal Supplies	\$49.00

The transfer request summary:

- Overtime exceeded budgeted amount due to ongoing staffing shortages and continued mandated court appearances.
- Professional Development transfer related to recruit officer academy training session fees.
- Communications line exceeded because of additional expenses associated phones and public safety radio sites.
- Furniture/Fixtures transfer related to purchase of additional evidence storage racks and replacement dispatcher chair.
- Meal Supplies cost driven by pre-court housing of arrestees.

Respectfully Submitted,

John Sousoulas
Chair -Branford Police Commission



tel (203) 481-4248 | fax (203) 483-7727
342 Harbor Street, Branford, CT 06405

July 18, 2024

To: Joseph Mooney, Chairman
Board of Finance

From: Peter Cimino
Human Services Director

Re: Budget Transfer Request FY 2023-2024 Human Services

Peter Cimino
BRANFORD TOWN CLERK

2024 JUL 19 A 9 22

RECEIVED

Purchase Services – Property, Liability

Due to staff changes in our administrative office, a portion of our clinical credentialing services required outside resources to complete. Our current billing provider offers these services, which has resulted in a shortage. We are requesting the following transfer.

From		
21844010 555200	Property, Liability	(\$2,000)
To		
21844010 544300	Purchase Services	\$2,000

TOWN OF BRANFORD
1019 MAIN ST.
POST OFFICE BOX 150
BRANFORD, CT 06405

Item 14

Building Department
Anthony B. Cinicola
Building Official



Tel. 203-315-0674
Fax. 203-315-2188
www.branford-ct.gov

July 23, 2024

Town of Branford
Chairman, Joseph Mooney
Board of Finance

Dear Chairman Mooney,

The Building Department respectfully requests the Board of Finance to consider and, if appropriate, hear a request from the Building Department for the following transfer (FY23-24)

From: 10149020 588802	Contingency	(14,724)
From: 10142050 526100	Uniform/Clothing	(278)
From 10142050 566100	Office Supplies.	(387)

		(15,389)
		=====
To: 10142050 517000	Regular wages	5,761
To: 10142050 518000	Overtime	237
To: 10142050 519030	Accumulated Sick	2,711
To: 10142050 533280	Consulting services	6,680

		15,389
		=====

The purpose of this transfer is to fund a non-anticipated retirement payout of the Assistant Building Official position while adding funding to our consulting services to maintain required department functions.

Respectively Submitted,

Anthony B. Cinicola

RECEIVED
2024 JUL 25 A 8:47
Wesley St. Martin
BRANFORD TOWN CLERK

**TOWN OF BRANFORD
OFFICE OF THE ASSESSOR**



1019 Main Street
Post Office Box 150
Branford, CT 06405

(203) 488-2039
FAX: 315-3334

Date: August 9, 2024
To: Joseph Mooney, Chairman
Board of Finance
From: Paula K. Jensen, Assessor
Re: Budget Transfers FY 2024

RECEIVED
AUG 09 2024
BRANFORD TOWN CLERK

I am requesting the following transfers be placed on the agenda for the Board of Finance July 29, 2024 meeting:

<u>From:</u>		Amount
10141050-533290	Appraisal Services	400
	TOTAL	400
<u>To:</u>		
10141050-588210	Dues & Subscriptions	400
	Total	400

This request to increase the Dues & Subscription line item is primarily attributed to the increase in the subscription for the JD Power Motor Vehicle Pricing Books. The State of Connecticut Office of Policy & Management determines the guidebook that Assessors throughout the state use to assess motor vehicles to ensure equity throughout the state. An increase was planned based on past history, however the cost increased far more than we anticipated. I would like to take \$400 of the funds allocated to Appraisal Services and transfer it to cover the deficit in Dues & Subscriptions.



BRANFORD FIRE DEPARTMENT
45 NORTH MAIN STREET
BRANFORD, CONNECTICUT 06405
OFFICE OF FIRE CHIEF/EMERGENCY MANAGEMENT DIRECTOR

Item 16



August 10, 2024

Mr. Joseph Mooney, Chairman
 Board of Finance
 1019 Main Street
 Branford, CT 06405

RECEIVED

AUG 12 2024

Dear Chairman Mooney,

BRANFORD TOWN CLERK

I respectfully request the Board approve the following resolution:

- To consider, and if appropriate, approve the following transfers from Fire Services for FY2024:

FROM:

ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT
10142040-517000	Regular Wages & Salaries	(\$94,800.00)
10142040-517670	Medic Shift PT	(\$44,500.00)
10142040-518000	Overtime	(\$4,011.00)
10142040-518010	Overtime Public Events	(\$11,100.00)
10142040-518050	Vacation	(\$8,000.00)
10142040-518150	Holiday Pay	(\$17,200.00)
10142040-518500	Special Detail	(\$1,000.00)
10142040-519025	Educational Incentive	(\$10,200.00)
10142040-519050	Stipends	(\$12,000.00)
10142040-533300	Professional Development	(\$5,600.00)
10142040-533530	Employment Testing	(\$3,448.00)
10142040-555300	Communications	(\$2,000.00)
10142040-544170	Hydrants	<u>(\$9,000.00)</u>
	Total	(\$222,859.00)

TO:

ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT
10142040-518200	Replace Sick	\$115,587.00
10142040-519030	Accumulated Sick Pay	\$27,224.00
10142040-533520	Ambulance Billing	\$22,827.00
10142040-533900	Other Purchased	\$11,040.00
10142040-544300	Purchased Services – R&M	\$21,129.00
10142040-566600	Medical Supplies	\$1,756.00
10142040-579300	Furniture and Fixtures	\$3,732.00
10142040-588200	Memberships, Conf., Meetings	\$1,564.00
10150000-599102	Transfer to Fund 203	<u>\$18,000.00</u>
	Total	\$222,859.00

The overage in the replacement sick account is primarily due to the replacement overtime costs of replacing a member on long-term illness. The accumulated sick account shortage is due to the payout of accumulated sick time for a retired member per the bargaining agreement. The transfer from professional development and educational incentive accounts reflects the 10% match required of our FEMA grant. The ambulance billing and the medical supply accounts shortages result from record emergency medical call volume. The department collected \$538,435.00 in additional ambulance billing revenue above the \$1,835,680.00 projection resulting in total FY 2024 collections of \$2,374,115.00.

Sincerely,

Thomas F. Mahoney, Jr.
Fire Chief/ Emergency Management Director

Cc: Jim Finch, James Cosgrove

Branford Office of Sustainability & Compliance
1019 Main Street / Branford, Connecticut 06405
www.branford-ct.gov
(203) 315-0637

RECEIVED

2024 AUG 14 P 4: 32

Wes Arpin
BRANFORD TOWN CLERK

Date: August 14, 2024
To: Joseph Mooney, Chairman
Board of Finance
From: Tyler Bowne, Sustainability and Compliance Manager
Re: Budget Transfers FY 2024

I am requesting the following transfer be placed on the agenda for the Board of Finance August 26, 2024, meeting:

Solid Waste and Recycling

From:		Amount
10143040-517000	Regular Wages and Salaries	10,557
To:		
10143040-519030	Accumulated Sick Pay	10,557

The request to increase the Accumulated Sick Pay line item is due to the retirement of a long-term transfer station employee of 25 years. Due to an employee vacancy, the Regular Wages and Salaries account has sufficient funds to cover the necessary amount for this transfer.

Cc J. Cosgrove
L. Arpin
J. Finch

TOWN OF BRANFORD
Department of General Government Buildings
1019 Main Street
P.O. BOX 150,
BRANFORD, CT 06405

Brian J. Droney
Lead Tradesman



Tel: 203-315-3365
Fax: 203-315-5278
Cell: 203 627-3304
bdroney@branford-ct.gov

Date: 8/14/2024 ****FISCAL YEAR 2023-2024****

To: Mr. Joseph Mooney, Chairman
Board of Finance

From: Brian J. Droney
Lead Tradesman

RECEIVED
2024 AUG 19 P 12:39
Wai Stephen
BRANFORD TOWN CLERK

I am requesting the following request for transfer of funds be placed on the agenda for the next Board of Finance meeting:

From: 10141170 – 517000 Regular Wages	(\$ 4,363)
10141170 – 526100 Uniforms	(\$ 1,967)
10141170 – 544300 Repairs/Maintenance	(\$ 15,413)
10141170 – 566100 Office Supplies	(\$ 800)
10141170 – 566900 Other Supplies	(\$ 5,957)
10141170 – 566920 Meals Supplies	(\$ 550)
10141170 – 579250 Equipment	(\$ 3,816)
10141170 – 579300 Furniture	(\$ 250)
10141170 – 588200 Memberships	(\$ 1,200)
	(\$ 34,316)

To: 10141170 – 518000 Overtime	\$ 1,526
10141170 – 544100 Utilities	\$ 32,323
10141170 – 544110 Fuel Oil	\$ 467
	\$ 34,316

This request is to cover the slight increase in the Overtime account. Also, the increase in the Utilities & Fuel Oil account, is due to rising Utilities cost.

Thank you,

Brian J. Droney

RECEIVED

2024 AUG 20 A 8: 58

Joe E. Apin
BRANFORD TOWN CLERK



8-26-2024

Dear Chairman Joe Mooney and Board of Finance members,

We are asking you to consider the following transfers within the Parks & Recreation Department general fund operating budget to close out fiscal year **2023-2024.**

We also have one transfer from contingency due to a union employee sick leave payout of \$28,800.00.

Overtime increases are due to winter, spring, summer & fall weekly events on Town Green, along with weekend maintenance to Community House, Foote Park Tennis Courts, Branford Point Beach-Parker Park & Stony Creek Restroom Trailer. We held thirty-five (35) events in 2023 on the Town Green and will increase to forty (40) this year for just Parks & Rec. events.

Uniforms/Clothing Allowance increases due to inflationary costs.

Re-purposing capital projects at Foote Memorial Park for All-Aged Playground.

Sincerely,

Alex Palluzzi, Jr., MS/APRP

Director of Parks & Recreation

FY: 2023-2024

From:

Contingency	10149040-538802	28,829
Regular Wages & Salaries	10145010-517000	12,525

From:

Foote Park Splashpad	70045010 579400-23315	27,400
Foote Park Basketball Court Renv.	700450101-579400-24313	24,763

To:

Sick Pay Out	10145010-519030	28,829
Overtime	10145010-518000	12,175
Uniforms/Clothing Allowance	10145010-526100	350

To: Foote Park Playground	70045010-xxxxxx	52,163
---------------------------	-----------------	--------

APJR/apjr

Board of Recreation:

Paul Criscuolo
Chairman

Helen "Bimmie" Herget
Clerk

Deborah Conklin
Jeanne Crowley
William T. O'Brien

Parks & Recreation Staff:

Alex A. Palluzzi, Jr.
Director

Dale B. Izzo
Assistant Director

Victor Amatori, Jr.
Programs Supervisor

Colin Sheehan
Arts, Culture, Special Events &
Programs Coordinator

Richard DiRago
Programs Coordinator

Kelly Gesuero
Administrative Assistant

Nell Reinwald
Administrative Assistant

Nicholas Polastri
Lead Maintainer

Kyle Lynch
Jeffrey Sitz
Colin Tracy
Maintainers



TOWN OF BRANFORD PLANNING AND ZONING DEPARTMENT

Item 20

1019 Main Street, Branford, CT 06405 ☉ Tel: (203) 488 – 1255, Fax: (203) 315 – 2188

August 21, 2024

Joseph Mooney, Chair
Board of Finance

Re: Line Item Budget Transfer FYE 2024

I am requesting the following transfer to be placed on the agenda for the Board of Finance August 26, 2024 meeting.

From:

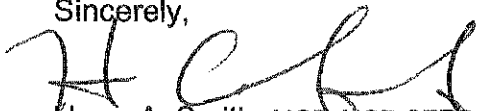
10141130-588090 Travel \$ 850

To:

10141130-555400 Advertising \$ 850

The proposed line item transfers will cover the costs of additional newspaper legal advertising costs for Public Hearings due to the high number of applications submitted and reviewed during the FY 2024 fiscal year.

Sincerely,


Harry A. Smith, MCP AICP CZEO
Town Planner

Mari Stypin
BRANFORD TOWN CLERK

2024 AUG 21 P 4: 04

RECEIVED

Office of Tax Collector

TOWN OF BRANFORD
TOWN HALL DRIVE, P.O. BOX 136, BRANFORD, CONNECTICUT 06405

ROBERT M. IMPERATO
Tax Collector



TEL: (203) 315-0672
FAX: (203) 315-3334
www.branford-ct.gov
Email: rimperato@branford-ct.gov

Date: August 22, 2024
To: Joseph Mooney, Chairman Board of Finance
Board of Finance Members
From: Robert M. Imperato, Tax Collector
Re: Transfer Request - State Fees & Testing

Mari E. ...
BRANFORD TOWN CLERK

2024 AUG 22 P 4: 10

RECEIVED

I am requesting the following transfers be placed on the agenda for the Board of Finance August 26, 2024 meeting.

The Tax Office is requesting a transfer to cover a short fall in the State Fees & Testing for Fiscal Year 2024.

From:		
10141070-555320	Postage	\$150.00
To:		
10141070-588110	State Fees & Testing	\$150.00

Office of Tax Collector

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Email: rimperato@branford-ct.gov

Date: August 22, 2024
To: Joseph Mooney, Chairman Board of Finance
Board of Finance Members
From: Robert M. Imperato, Tax Collector
Re: Transfer Request – Tax Bill Printing & Processing GL 2023

W. S. ...
BRANFORD TOWN CLERK

2024 AUG 23 A 9 22

RECEIVED

I am requesting the following transfers be placed on the agenda for the Board of Finance August 26, 2024 meeting:

The Tax Office is requesting a transfer to cover the cost for tax bill printing in Fiscal Year 2024.

From:		
10141070-555320	Postage	\$7,267.00
To:		
10141070-533285	Tax Bill Printing and Processing	\$7,267.00

Office of Tax Collector

TOWN OF BRANFORD
TOWN HALL DRIVE, P.O. BOX 136, BRANFORD, CONNECTICUT 06405

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Tax Collector



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FAX: (203) 315-3334
www.branford-ct.gov
Email: rimperato@branford-ct.gov

Date: August 22, 2024
To: Joseph Mooney, Chairman Board of Finance
Board of Finance Members
From: Robert M Imperato, Tax Collector
Re: Transfer Request – Overtime Clean-up

RECEIVED
2024 AUG 22 P 4: 10
Mae Szymon
BRANFORD TOWN CLERK

I am requesting the following transfers be placed on the agenda for the Board of Finance August 26, 2024 meeting:

The Tax Office is requesting an additional transfer to clean-up the overtime balance for Fiscal Year 2024

<u>From:</u>		
10141070-517000	Regular Wages & Salaries	\$1,160.00
<u>To:</u>		
10141070-518000	Overtime	\$1,160.00

BOARD OF SELECTMEN

BRANFORD, CONNECTICUT



JAMES B. COSGROVE
First Selectman

ANGELA M. HIGGINS
RAYMOND E. DUNBAR, JR

1019 MAIN STREET
POST OFFICE BOX 150
BRANFORD, CT 06405
(203) 488-8394
FAX: 481-5561
www.branford-ct.gov

DATE: August 19, 2024
TO: Joseph Mooney, Chairman, Board of Finance
FROM: James B. Cosgrove, First Selectman *J.B.C.*
RE: Fiscal Year 2024 Year End Budget Transfers

RECEIVED
2024 AUG 21 P 4: 04
M. Estep
BRANFORD TOWN CLERK

Please include the following requests for transfers on the agenda of the Board of Finance meeting scheduled for August 26, 2024:

From: Consulting	10141020 533280	(\$1,875)
From: Advertising, Printing, Binding	10141020 555400	(\$1,115)
To: Seasonal and Part-Time Help	10141020 518250	\$2,990
From: Other Supplies	10141180 566900	(\$92)
To: Subcontracting	10141180 518250	\$92
From: Contingency	10149040 588802	(\$529)
To: Seasonal and Part-Time Help	10141180 518250	\$529

Please feel free to contact me if you need additional information.

Thank you for your consideration.

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT

Item 23

1019 MAIN STREET
POST OFFICE BOX 150



(203) 315-0663
FAX (203) 315-3736
WWW.BRANFORD-CT.GOV

Date: August 23, 2024
To: Joseph Mooney, Chairman
Board of Finance
From: James Finch, Finance Director
Re: Budget Transfers FY 2024

W. S. Finch
BRANFORD TOWN CLERK

2024 AUG 23 P 4: 19

RECEIVED

I am requesting the following transfers be placed on the agenda for the Board of Finance meeting.

Conservation Commission

From:		
10145100-566900	Other Supplies	475
To:		
10145100-517580	Board Clerks	215
10145100-588200	Memberships, Conferences and Meetings	5
10145100-544300	Purchased Services	255
	Total	475

The shortfall is attributable to a greater number of meetings (2) as compared to the budget. Board clerks attend and record the minutes of the meeting. The remaining items are to cover shortfalls in the non-personnel accounts.

Municipal Insurance

I am writing to request a transfer to cover a shortfall in the insurance damage account. As the Board may be aware the account covers damages to town property and deductibles for lawsuits. Recoveries are recorded as a revenue and the town received \$48,377 to offset expenditures of \$93,875.

From:		
10149030-555200	Property Insurance	23,000
To:		
10149030-588140	Insurance Damage	23,000

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT



1019 MAIN STREET
POST OFFICE BOX 150

(203) 315-0663
FAX (203) 315-3736
WWW.BRANFORD-CT.GOV

Date: August 22, 2024
To: Joseph Mooney, Board of Finance
From: James Finch, Director of Finance
Re: State and Local Government Securities

Wai S. ...
BRANFORD TOWN CLERK

2024 AUG 22 A 9:55

RECEIVED

As we prepare for the next bond issue (October) I reached out to bond counsel to discuss arbitrage compliance concerns considering the inverted yield curve and the size of the issue.

Arbitrage, simply defined, occurs when an investor generates a profit by buying and selling assets in different markets. This can occur when the town issues debt at tax exempt rates and then invests the dollars at taxable rates. Since the tax-exempt rate is in effect a tax subsidy from the federal government, the government has regulations which severely restrict municipal issuers from earning arbitrage.

As an alternative to paying and tracking arbitrage, bond counsel suggested we consider establishing an account with the State and Local Government Securities program administered by the US Treasury. These investments would be in demand deposits and readily available to fulfill the cash requirements of the projects.

Resolved: The Board of Finance authorizes the Finance Director, Assistant Finance Director and the Town Treasurer to act as agents on behalf of the Town of Branford.