



**RTM ADMINISTRATIVE SERVICES COMMITTEE**  
**Town of Branford**

Nancy McCormack, Mark McCall, Alex Larsson, Victoria Verderame, Frank Twohill, Anthony Alfone  
 Dan Adelman, Chair

**REGULAR MEETING AGENDA**

**Tuesday December 3, 2024 @ 7:00 p.m.**

There will be a regular meeting of the RTM Administrative Services Committee on Tuesday, December 3, 2024, at 7:00 p.m. at the Branford Community House, 46 Church Street, Branford, CT.

1. Call to order.
2. Roll call.
3. To approve the regular meeting minutes from September 3, 2024.
4. To approve the 2025 Administrative Services Committee meeting schedule.
5. To consider, and if appropriate, refer to the full RTM the following projects from unappropriated ARPA funds:

Increase:

260-90000-480296	Balance Fund Transfer	\$71,521
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Increase:

260-46020-579150-xxxx	Technology Acquisitions (WWL)	\$4,370
260-41020-588301-23810	BACA	\$35,000
260-41190-579150-24800	Technology Acquisitions	\$7,500
26041170-544300-25xxx	Purchased Services R&M (Painting)	\$15,000
260-41020-579300-25xxx	Furniture	\$9,651
	Total	\$71,521

6. To consider, and if appropriate, refer to the full RTM to reallocate between existing ARPA Projects to Create New Projects from the Branford Counseling Center to the Branford Interfaith Housing as follows:

From:

260-44010-588905-24807	Basic Needs	\$40,000
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To:

260-44010-588301-25xx	Branford Interfaith Housing	\$40,000
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7. To consider, and if appropriate, refer to the full RTM the transfer request between the Executive to cover a shortfall in the administrative costs incurred in the allocation of grants to non-profit organizations.

Executive

From:

260-43050-579480-23807 Meadow Street Boardwalk \$1,690

To:

260-41020-533970-23814 Administrative Costs \$1,690

8. To consider, and if appropriate, approve the Capital Fund transfer request for the Indian Neck School security upgrades as follows:

From:

Information Technology 70041190	579150	22320	On-Body Cameras	Close	\$340
Information Technology 70041190	579150	22321	Phone System	Close	<u>\$36.85</u>
					Total: \$376.85

To:

Information Technology 70041190	599100	22320	Transfer to General Fund Project Closed	\$340
Information Technology 70041190	599100	22321	Transfer to General Fund Project Closed	<u>\$36.85</u>
				Total: \$376.85

9. Adjournment

Dan Adelman, Chair

November 26, 2024