

RTM ADMINISTRATIVE SERVICES COMMITTEE

Town of Branford

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

REGULAR MEETING MINUTES

Tuesday June 4, 2024 @ 7:00 p.m.

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BRANFORD TOWN CLERK

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There regular meeting of the RTM Administrative Services Committee convened on Tuesday, June 4, 2024 at 7:00 p.m. at the Branford Community House, 46 Church Street, Branford, CT.

- Call to order.
- Roll call was taken and the following Representatives were present: Alex Larsson, Nancy McCormack, Frank Twohill, Victoria Verderame and Dan Adelman, Chair. Absent was Anthony Alfone.
- A motion was made to approve the regular meeting minutes from May 7, 2024 by Rep, McCormack/second Rep. Twohill. The motion passed unanimously.
- To consider and if appropriate, approve the following transfer request from the Registrar of Voters for FY2024:

From:

10141120-517630	Election Workers	(\$ 7,000)
10141120-54420	Equipment Rental	(3,000)
10141120-518250	Season & Part-Time Help	(220)
10141120-519025	Educational Incentive	(900)
10141120-533590	Moving & Storage	(1,312)
10141120-544410	Building Rental	(100)
10141120-588200	Membership & Meetings	(491)
10141120-566920	Meal Supplies	<u>(1,603)</u>
	Total:	(\$14,626)

To:

10141120-517705	Deputy Registrars	\$10,000
10141120-518000	Overtime	10
10141120-533300	Professional Development	1,000
10141120-566900	Other Supplies (Ballots)	3,216
10141120-588090	Travel	<u>400</u>
	Total:	\$14,626

A motion was made to approve the transfers by Rep. McCormack/second by Rep. Verderame.

The motion passed unanimously,

- To consider, and if appropriate, approve the transfer request from the Finance Director for FY2024 as follows:

Increase:

260-90000-480296	Fund Balance Transfer	(\$ 20,000)
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Increase:

260-44040-588685	East Shore Health District (Water Study)	\$ 20,000
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A motion to approve the transfer was made by Rep. Verderame/second by Rep. McCormack.
The motion passed unanimously.

- A motion to adjourn was made by Rep. McCormack/second by Rep. Adelman, and the meeting adjourned at 7:21pm.

Respectfully submitted June 10, 2024

Nancy McCormack, Clerk

Administrative Services. Committee