

13. 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	(\$ 7,417)
	Total	(\$ 8,577)
To:		
10141070-518000	Overtime	\$ 1,160
10141070-588110	State Fees & Testing	150
10141070-533285	Tax Bill Printing & Processing	7,267
	Total	\$ 8,577

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

Executive

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

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

Conservation Commission

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

16. 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

17. To consider, and if appropriate, approve a transfer request from the First Selectman for FY2024 as follows:

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

18. To consider, and if appropriate, approve a transfer request from the Finance Director for FY2024:

Municipal Insurance

From:

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

To:

10149030-588140 Insurance Damage	\$23,000
----------------------------------	----------

19. 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

20. 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

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

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	(9,000)
	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	3,732
10142040-588200	Memberships, Conf. & Meetings	1,564
10150000-599102	Transfer to Fund 203	<u>18,000</u>
	Total	\$ 222,859

22. 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

23. 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	<u>467</u>
	Total	\$34,316

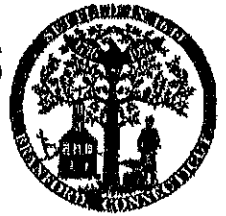
24. Any other business to come before the RTM.

25. Call for Adjournment

Dated this 11th day of September 2024.

Maryann Amore

Moderator, Branford RTM
4th District Representative



RTM RULES & ORDINANCES COMMITTEE

Town of Branford

Adrian Bonenberger, Dan Adelman, Susan Dahill, Ray Ingraham, Peter Black, Trish Anderson
Peter Hentschel, Chair

SPECIAL MEETING - MINUTES

July 2, 2024, 6:00 PM

Meeting held via Zoom and recorded

RECEIVED
2024 JUL -3 P 12:39
Mia S. Sprin
BRANFORD TOWN CLERK

- Call to Order - Roll Call
 - a. Present – Reps Adelman, Dahill, Ingraham, Black, Anderson and Hentschel
 - b. Absent – Rep Bonenberger
 - c. Xofficio – First Selectman Cosgrove
 - d. RTM – Amore, Everson, Brooks
- ✓ • To consider, and if appropriate, establish a Town Ordinance changing the position of Town Clerk from an elected position to an appointed position as requested by the First Selectman.
 - a. Revised draft ordinance and Attorney Aniscovich’s review were presented
 - b. The Committee concurred with the draft revisions made in response to the Town Attorney
 - c. The First Selectman reiterated his concerns about requiring a unanimous vote. The Committee remained in support of the unanimous requirement.
 - d. Motion to approve the draft as revised by Rep Ingraham, seconded by Rep Adelman and approved unanimously by the Committee

- To consider and if appropriate, approve the following transfer request from the Town Planner for the Planning & Zoning budget for FY2024:

From: 10141130-533280	Consulting	(\$12,500)
To: 10150000-555110	Transfer to Capital Fund 700	\$12,500

Capital Fund - Appropriation Increase

Increase: 70090000-490010	Transfer in	\$12,500
Increase: 70041130-533280-xxxxx	Consulting-Zoning Regulations Update	\$12,500

- a. A clarifying communication by Town Planner Smith was read into the record.
- b. Committee discussion indicated understanding and approval.

- c. Guest Rep Brooks asked about the PZC process involving a consultant to assist the Town Planner and PZC with an update of the Zoning Regulation basic standards. Clarification by Rep Hentschel noted that the consultant will be taking direction from the Town Planner and Commission. They will be assisting with the generation of draft revision language.
 - d. Motion to approve the draft as revised by Rep Black, seconded by Rep Adelman and approved unanimously by the Committee
- Adjourn

Attachment: Approved ordinance changing the position of Town Clerk from an elected position to an appointed position.

Respectfully Submitted
Peter Hentschel
Chair, RTM Rules & Ordinances Committee

(APPROVED BY R&O 7/2/24)

**AN ORDINANCE AUTHORIZING THE APPOINTMENT OF A TOWN
CLERK FOR THE TOWN OF BRANFORD**

TOWN CODE, PART 1, CHAPTER 96

§ ___-1. Purpose of this Act

The purpose of this Act is to provide stability and accountability within the administrative functions of the position of Town Clerk for the Town of Branford

§ ___-2. Authorization to Appoint

Pursuant to C.G.S. Section 9-185, the Board of Selectmen of Branford is hereby authorized and empowered to appoint a Town Clerk, who shall have all rights, powers, and duties conferred and imposed upon such Town Clerk under state law. Such appointment must be by unanimous vote of the Board of Selectmen.

§ ___-3. Notification of Appointment

The Board of Selectmen shall, within ten days after such an appointment is made, file a notice of such appointment with the Secretary of the State, indicating the name and address of the person appointed, the date and method of such appointment and the law under which the appointment was made.

§ ___-4. Notification of Vacancy

Within ten days after a vacancy occurs in the appointed office of Town Clerk, the first selectman of the town shall notify the Secretary of the State of such vacancy.

§ ___-5. Term and Qualifications

The Town Clerk shall be appointed for a term of four (4) years. Prior to appointment, the Town Clerk shall be certified by the State of Connecticut pursuant to C.G.S., Sec. 7-22a., Certification Program for Town Clerks, and shall remain certified for the duration of his/her tenure. Failure to maintain certification may be cause for removal or non-reappointment.

§ ___-6. Duties and Responsibilities

The Town Clerk shall have all the responsibilities and duties prescribed in C.G.S., Chapter 92, Town Clerks

§ ___-7. Performance of Duties

In the performance of the duties required of the Town Clerk, the Town Clerk shall be responsible to the First Selectman, or his/her designee.

§ ___-8. Removal

Town Clerks appointed pursuant to this Chapter are subject to removal under C.G.S. 7-22.

§ ___-9. Effective Date; Effect of Enactment

The Town Clerk in office on the effective date hereof shall continue in office until the expiration of the term for which he/she was elected. After said expiration, a Town Clerk appointed per this ordinance shall take and begin his or her first four-year term.

Heard under receipt of communications at 7/10/2024 RTM meeting

From: Michelle Gagliardi <mgagliardict@gmail.com>
Sent: Thursday, June 27, 2024 10:51 AM
To: Jamie Cosgrove <jcosgrove@branford-ct.gov>
Cc: Angie Higgins <ahiggins@branford-ct.gov>; Raymond Dunbar <rdunbar@branford-ct.gov>
Subject: Support Family Childcare providers in Branford

[EXTERNAL EMAIL] This email originated from outside of the Town of Branford's Email System. DO NOT click on links or open attachments unless you recognize the sender and know the content is safe.

Dear Branford Selectman,

I am writing to you today to address a critical issue facing our community: the child care crisis in Connecticut. Finding affordable, high-quality child care is a significant challenge for Branford families, and the shortage of available spaces only exacerbates this problem.

One potential solution lies in supporting licensed home daycare providers. Home daycare offers a nurturing and familiar environment for children, and these providers play a vital role in our community's childcare infrastructure. However, Homeowner Association (HOA) bylaws can often restrict or even prohibit home daycare operations.

This is where Branford can step in and make a real difference.

Recent legislation in Connecticut protects licensed daycare providers in rental units from unreasonable restrictions imposed by landlords. Branford can take this a step further by enacting an ordinance that protects licensed home daycare providers from restrictive HOA bylaws.

By doing so, Branford would become one of the first towns in Connecticut to offer this critical protection to daycare providers. This would not only ensure current providers can continue their valuable service but also encourage the creation of new home daycare options, significantly increasing the availability of childcare for Branford families.

Here's how this ordinance can benefit our community:

Increased Childcare Availability: More licensed home daycare providers would mean more childcare options for Branford families.

Supports Working Parents: By making childcare more accessible, this ordinance allows parents, especially mothers, to pursue careers or return to work.

Economic Benefits: A robust childcare system benefits the local economy by allowing parents to participate in the workforce.

I urge you to consider enacting an ordinance protecting licensed home daycare providers from restrictive HOA bylaws. This action would demonstrate Branford's commitment to supporting both families and the childcare providers who serve our community.

Thank you for your time and consideration.

Sincerely,

Michelle Gagliardi

203-499-9401

----- Forwarded message -----

From: **Jamie Cosgrove** <jcosgrove@branford-ct.gov>

Date: Fri, Jun 28, 2024 at 5:29 PM

Subject: RE: Support Family Childcare providers in Branford

To: Michelle Gagliardi <mgagliardict@gmail.com>

CC: Angie Higgins <ahiggins@branford-ct.gov>, Raymond Dunbar <rdunbar@branford-ct.gov>, Maryann Amore <maryannamore.rtm4@gmail.com>

Michelle,

Can you forward the state statute you referenced? I want to confirm the state has granted municipalities the ability to create a local ordinance to address the issue you raised. If in fact the Town does, then you would need to send your request to the RTM for consideration. The adoption of local ordinances falls under the purview of the RTM. You can find contact information for the representatives on the town website. However, I copied the Moderator, Maryann Amore on this email.

I just left you a voicemail with my number, so feel free to contact me if you would like to discuss further.

Sincerely,



TOWN OF BRANFORD PLANNING AND ZONING DEPARTMENT

Item 8

1019 Main Street, Branford, CT 06405 O 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 CZED
Town Planner

Mai Szymon
BRANFORD TOWN CLERK

2024 AUG 21 P 4: 04

RECEIVED

SupercoolMetals

**Heard under receipt
of communications at Item 11
7/10/2024 RTM meeting**

Evgenia Pekarskaya, CEO
Supercool Metals
21 Business Park Drive, Unit 5B
Branford, CT 06405

Via USMAIL and email: maryannamore.rtm4@gmail.com

June 27, 2024

To: Maryann Amore, Moderator
Moderator, Branford Town Meeting ("RTM")
The Town of Branford
1019 Main Street, PO Box 150 Branford, CT 06405

Mari E. Spina
BRANFORD TOWN CLERK

2024 JUL - 1 P 12: 13

RECEIVED

Subject: Appeal for Property Tax Exemption on Manufacturing Equipment for tax year 2023

Dear Madam Moderator,

I am writing to you on behalf of Supercool Metals, a small high-tech manufacturing company that has been operating within Branford since 2020. We find ourselves in an unprecedented situation regarding the property tax imposed on our manufacturing equipment, due to an unfortunate delay in our tax filing this year.

First and foremost, I would like to highlight the potential role our company, Supercool Metals, is poised to play in the economic and technological landscape of Branford and the broader state of Connecticut. As an emerging high-tech manufacturing entity, we are on the cusp of becoming a significant contributor to the local economy and a driver of innovation. This focus means we'll be providing high-tech manufacturing jobs in a number of important industrial and clean tech areas, such as hydrogen infrastructure, space and robotics, marking a steady growth in our contribution to Branford and the state's economic and technological development.

It is also important to note the unique nature of our company. We are a small-scale operation with a total of six employees, only three of whom are full-time. This small team is at the heart of our innovation and production processes. The size of our operation means that we operate with highly limited resources and face challenges that medium-size and large companies may not encounter.

Furthermore, 98% of our income is derived from government grants, which are specifically allocated for development and manufacturing purposes. These grants do not cover expenses such as property taxes on manufacturing equipment. The unexpected imposition of this tax presents a significant financial hardship for our company. It threatens our ability to continue contributing effectively to the local economy and to maintain our role in the technological advancement of the state.

SupercoolMetals

June 27, 2024

Page 2.

I would also like to highlight our consistent track record of compliance with tax regulations. Our company has always filed taxes on time and has been granted an exemption on manufacturing equipment in the past (see attachments). This year's delay in filing was an anomaly, caused by several factors, including the departure of the employee responsible for tax filings in prior years and the transition of our office manager, who managed our mail, to remote work.

In light of these considerations, we would like to respectfully request the Town of Branford to reconsider the imposition of property tax on our manufacturing equipment for this year and to ask the Representative Town Meeting ("RTM") approve at an upcoming meeting our request for exemption on the 2023 Grand List as provided for in General Statutes §12-94e (attached).

Granting this exemption will not only aid in the survival of a small, yet impactful company but also ensure the continued contribution of innovative high-tech solutions to Branford and beyond.

We appreciate the RTM understanding and willingness to consider our appeal under these exceptional circumstances. Thank you for your time and consideration. We are hopeful for a positive resolution and are open to discussing this matter further if useful and/or required. I am also coping Attorneys Brian Hoeing, Updike Kelly and Spellacy, P.C., and William Aniskovich, Brenner, Saltzman & Wallman, LLP, and First Selectman, Jamie Cosgrove, who may be able to offer some further insight or assistance toward favorably resolving this matter.

Sincerely,



Evgenia Pekarskaya, CEO

Supercool Metals

Email: evgenia@supercoolmetals.com

Phone: 646 244 0247

Cc: Tracy Everson, RTM, Majority Leader [Everson5rtm@gmail.com]
Victoria Verderame, RTM, Minority Leader [Vverderame@albertus.edu]
Frank Twchill, Jr., RTM, Clerk [franktwohill@hotmail.com]
Jamie Cosgrove, First Selectman [jcosgrove@branford-ct.gov]
Brian C. Hoeing, Esq. [bhoeing@uks.com]
William Aniskovich [waniskovich@bswlaw.com]

Attachments:

- 2023 property declaration and the result of the appeal with the corrected property assessment
- Connecticut General Statutes Section 12-94e
- A copy of granted exemption for manufacturing equipment for the tax year 2022 and 2021



BRANFORD TOWN CLERK
Handwritten signature

2024 JUL -1 P 12:13

RECEIVED

[Go to previous versions of this Section](#) →

2023 Connecticut General Statutes

Title 12 - Taxation

Chapter 203 - Property Tax

Assessment

Section 12-94e. - Municipal option to grant certain previously waived exemptions.

Universal Citation: CT Gen Stat § 12-94e. (2023)

[← Previous](#)

[Next >](#)

Whenever any person claiming the exemption from property tax under the provisions of subdivision (59), (60), (70), (72), (74) or (76) of section 12-81 has failed to file a claim with the assessor or board of assessors as required in said subdivisions and has further failed to apply for an extension of time under section 12-81k, the municipality, upon receipt of a request from such person, may, by vote of its legislative body or, where the legislative body is a town meeting, by a vote of its board of selectmen, grant such exemption according to criteria established by the municipality, including, but not limited to, allowing for any hardship experienced by the person which may account for the failure to claim the exemption or to file for an extension of time and whether the exemption would provide a net benefit to economic development in the municipality. No payment in lieu of tax under this chapter shall be made with regard to any property exempted from tax under this section.

(P.A. 03-269, S. 10; P.A. 14-183, S. 4.)

History: P.A. 03-269 effective July 9, 2003, and applicable to any assessment year; P.A. 14-183 added reference to Sec. 12-81(76) and provision re vote of board of selectmen.

[← Previous](#)

[Next >](#)

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Town of Branford

Town of Branford
PO BOX 136
BRANFORD, CT 06405
203-315-0672

Bill Information



Taxpayer Information

Bill #	2021-2-0953419 (PERSONAL PROPERTY)	Town Benefit	
Unique ID	58583	Elderly Benefit	
District/Flag		Assessment	534,730
Name	SUPER COOL METALS	Exemption	474,290
Care of/DBA	/SUPER COOL METALS	Net	60,440
Address		Mill Rate	Town 29.45
Detail Information	21-23 BUSINESS PARK DR		
Volume/Page			

Bill Information As of 05/07/2024

Installment	Due Date	Town	Total Due
Inst #1	07/01/2022	889.98	
Inst #2	01/01/2023	889.98	
Inst #3			
Inst #4			
Total Adjustments		0.00	
Total Installment + Adjustment		1,779.96	
Total Payments		1,779.96	
			Tax/ Princ/ Bond Due 0.00
			Interest Due 0.00
			Lien Due 0.00
			Fee Due 0.00
			Total Due Now 0.00
			Balance Due 0.00

*** Note: This is not a tax form, please contact your financial advisor for information regarding tax reporting. ***

Payment History

Payment Date	Type	Tax/Principal/Bond	Interest	Lien	Fee	Total
01/03/2023	PAY	889.98	0.00	0.00	0.00	889.98
07/01/2022	PAY	889.98	0.00	0.00	0.00	889.98

2024 JUL - 1 P 12:14
Kari Szymanski
BRANFORD TOWN CLERK

RECEIVED

*** Total payments made to taxes in 2023 \$889.98



Town of Branford

Town of Branford
PO BOX 136
BRANFORD, CT 06405
203-315-0672

Bill Information



Taxpayer Information

Bill #	2022-2-0953419 (PERSONALPROPERTY)	Town Benefit	
Unique ID	58583	Elderly Benefit	
District/Flag		Assessment	665,030
Name	SUPER COOL METALS	Exemption	811,430
Care of/DBA	/SUPER COOL METALS	Net	53,600
Address		Mill Rate	Town 29.89
Detail Information	21-23 BUSINESS PARK DR		
Volume/Page			

Bill Information As of 05/07/2024

Installment	Due Date	Town	Total Due
Inst #1	07/01/2023	801.05	
Inst #2	01/01/2024	801.05	
Inst #3			
Inst #4			
Total Adjustments		0.00	
Total Installment + Adjustment		1,602.10	
Total Payments		1,602.10	
			Tax/ Princ/ Bond Due 0.00
			Interest Due 0.00
			Lien Due 0.00
			Fee Due 0.00
			Total Due Now 0.00
			Balance Due 0.00

*** Note: This is not a tax form, please contact your financial advisor for information regarding tax reporting. ***

Payment History

Payment Date	Type	Tax/Principal/Bond	Interest	Lien	Fee	Total
11/02/2023	PAY	1,602.10	60.08	0.00	0.00	1,662.18

RECEIVED
2024 JUL - 1 P 12:14
Melissa Steppin
BRANFORD TOWN CLERK

*** Total payments made to taxes in 2023 \$1,662.18

Town of Branford
Board of Assessment Appeals
1019 Main Street
Branford, CT 06405
Phone: 203-488-2039

March 29, 2024

EVGENIA PEKARSKAYA
21 BUSINESS PARK DR, 5B
BRANFORD, CT 06405

List# 58583 EVGENIA PEKARSKAYA
21 BUSINESS PARK DR, 5B

The board has reviewed the assessment of your property as requested, taking into consideration all the factors brought to our attention.

We feel that there are no errors of fact and calculations are correct, therefore we cannot agree with a change in value of this property.

X We feel that the following assessment represents seventy percent of the value of the property based upon corrected calculations.

OLD ASSESSMENT
1173950

NEW ASSESSMENT
906090

The decision by the Board of Assessment Appeals is binding. Under legislation 12-117a, any person claiming to be aggrieved of the Board of Assessment Appeals may appeal the Board's decision to the superior court of the judicial district in which the person's property is subject to taxation. The appeal must be filed within 2 months of the date that the Board of Assessment Appeals mails a notice of decision.

Thank you for your cooperation.

Very Truly Yours,

Dennis Nardella
Chairman

Mel Shapiro
BRANFORD TOWN CLERK

2024 JUL - 1 P 12 14

RECEIVED

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:

From:		Amount
10141050-533290	Appraisal Services	400
	TOTAL	400
To:		
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.

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 – Tax Bill Printing & Processing GL 2023

Mari E. Higgins
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

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

Wai Shapin
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

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

Item 13

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 – Overtime Clean-up

Mari Esposito
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 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

Item 14
Item 17

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
Mail Express
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 15
Item 18



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

RECEIVED
2024 AUG 23 P 4: 19
Moi Shapiro
BRANFORD TOWN CLERK

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

Conservation Commission

<u>From:</u>		
10145100-566900	Other Supplies	475
<u>To:</u>		
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.

<u>From:</u>		
10149030-555200	Property Insurance	23,000
<u>To:</u>		
10149030-588140	Insurance Damage	23,000

RECEIVED

2024 AUG 20 A 8:58

Wol E. Apin
BRANFORD TOWN CLERK



8-26-2024

Dear Chairman Joe Mooney and Board of Finance members,

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

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
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APJR/apjr

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

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

Patricia Austin
BRANFORD TOWN CLERK

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

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

Item 20

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
Madi S. Griffin
BRANFORD TOWN CLERK



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

Item 21



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

Mai 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

<u>From:</u>		Amount
10143040-517000	Regular Wages and Salaries	10,557
<u>To:</u>		
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

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	<u>(\$ 1,200)</u>
	(\$ 34,316)

To: 10141170 – 518000 Overtime	\$ 1,526
10141170 – 544100 Utilities	\$ 32,323
10141170 – 544110 Fuel Oil	<u>\$ 467</u>
	\$ 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 19 P 12:39
Mia S. Griffin
BRANFORD TOWN CLERK