

**MAYOR**  
JEFFREY A. MACMILLEN

**DEPUTY MAYOR**  
THOMAS ZAMPANO

**TOWN MANAGER**  
MICHAEL P. DOWNES



**COUNCIL MEMBERS**  
BRUCE ABELSON  
ROSE MARIE ANGELONI  
MARIE E. DIAMOND  
WALTER GOAD  
VINCENT J. MASE, SR.  
NICHOLAS PALLADINO  
RONALD PELLICCIA, JR.

# TOWN OF NORTH BRANFORD

TOWN HALL, 909 FOXON ROAD, NORTH BRANFORD, CONNECTICUT 06471  
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## FINANCE SUB-COMMITTEE OF THE TOWN COUNCIL MEETING MINUTES

*September 12, 2023*  
*Town Council Chambers*

1. Meeting was called to order by Chairperson Angeloni at 5:37 p.m.

**Roll call: Present** were Councilor and Finance Sub-committee Chair Rose Angeloni, Mayor Jeffrey Macmillen, Councilor Vincent Mase, Town Manager Michael Downes, Finance Director Anthony Esposito.

**Also Present:** Gerri Winnick, Tax Collector

**Absent:** Deputy Mayor Tom Zampano

2. **Approval of Minutes of June 12, 2023 meeting**

Motion: Mayor Macmillen

Second: Councilor Mase

VOTE: All in favor

3. Discussion Items:

- a. **Proposed Revisions to Tax Department Policy-** Gerri Winnick, Tax Collector for North Branford brought forth her proposed changes to tax collection policy for the Town. The intention is to improve the tax collection rate by sending delinquent notices in August and February and to report delinquent motor vehicles to the DMV in August and February, minimizing the interest that is paid by residents.

Finance Director Esposito noted his only concern is the \$2500 to print a second run of bills- there were students volunteers who had been doing envelope stuffing and we would need to pay an outside company. Tax Collector Winnick said it would be \$3300 to do all of them.

Councilor Mase believes the item makes sense. Chair Angeloni recommends sending this to the full Council. Consensus was to move this to the regular Town Council meeting for September 19, 2023.

**b. Police admin charges related to POCO Use**

Chair Angeloni noted that the 2022 POCO items still needed to be reconciled. Finance Director Esposito indicated he would review this. There was consensus to move this to the Sept. 19 regular Council meeting. Committee reviewed invoices for Police services for \$18,650.25 and \$9,383.45.

**c. Financial Report of 8.31.23**

The Finance Director reviewed to Financial Report indicating nothing was remarkable, item will go on to the Town Council.

**d. Appropriations Transfers**

The Finance Director reviewed three transfer items from the Mayor & Council account.

**e. Fiscal year end surplus**

Finance Director Esposito opened discussion about policy regarding a department having large surpluses and his recommendation that such surpluses should fill back to the general fund. The Finance Director and the Town Manager indicated that they felt such uses circumvent the intended budget process. Chair Angeloni suggested a policy draft to ensure this. A policy will be worked on from Finance to ensure this.

**f. 2023-2024 Sewer use fee**

Engineer Victor Benni noted that the \$500 per year fee stays the same, and the intermunicipal cost remains the largest. Engineer indicated he wished to do a study on flows in White Hollow and et a a muffin-eater in Mansfield Drive.

**g. Use of ARPA funds for PD/DPW emergency generators**

The committee discussed the need following two events that put the PD without power for a portable backup generator to be obtained for use at PD and other sites as needed, and for another generator to be connected at public works. There was a desire to use ARPA funds to pay for this. Once the Police move into the new Police Station, the new facility will have its own backup generator. Cost was anticipated to be \$500,000 for both.

It was agreed to send this forward to the Town Council.

**4. Adjournment**

Motion to Adjourn

**Motion:** Mayor Macmillen

**Second:** Councilor Mase  
**Vote:** All in favor

Meeting adjourned at 6:52 p.m.

Respectfully submitted,

Michael Downes  
Town Manager