

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  
TOWN MANAGER (203) 484-6000 TOWN HALL FAX (203) 484-6025

## MINUTES SPECIAL MEETING WATER POLLUTION CONTROL AUTHORITY & REGULAR WPCA & TOWN COUNCIL MEETING

Tuesday, September 19, 2023

Town Council Chambers 7pm.

Mayor Macmillen called the meeting to order at 7:05p.m.

### Salute to the Flag

#### 1. Roll Call

**Present:** Mayor Macmillen, Deputy Mayor Zampano, Councilor Abelson, Councilor Angeloni, Councilor Diamond, Councilor Goad, Councilor Mase, Councilor Palladino and Councilor Pelliccia.

**Also Present:** Town Manager Downes, Town Treasurer/ Finance Director Esposito, Public Works Director Merola, Assistant Director Celentano, Town Attorney Hodgson, Town Engineer Benni, Gerri Winnick Tax Collector, Deputy Police Chief Lovelace, Steve Torino from Parks & Recreation Department and Victor Pietrandrea, Police Commission and PPBC member.

2. **Community Events and Presentations:** None

#### 3. Minutes of Previous Meeting:

##### a. September 5, 2023 – WPCA & Town Council Meeting

**MOTION:** To approve the September 5, 2023- WPCA & Town Council Meeting Minutes.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Diamond

**Discussion:** None

**With all in favor, the motion is passed.**

### WATER POLLUTION CONTROL AUTHORITY AGENDA

4. **Correspondence/Citizens' Statements and Petitions:** None

5. **Unfinished Business:** None

6. **New Business: Discussion and Action**

a. **FY 2023-2024 Sewer Works Operational Fund Budget, Capital Budget and User Fee**

Town Engineer Benni shared there is a 7-page operating budget that was provided to the council members. The question mostly received is what the user fee would be. It is proposed to be unchanged at \$500 per unit, and the estimated number of units at 2,687 units which would be billed at that. We have a beginning unassigned fund balance of \$730,000. The revenues are the sewer user fee being sent out 2,687 units. The total estimated revenue is \$1.5 mill. the total expenditures \$1.7 million. The bulk of that comes from the expenses to send our sewage out to other towns that treat it for us. Those towns include North Haven, Branford, and East Haven or the Greater New Haven Water Pollution Control Authority. ending unassigned fund balance \$483,000 and this is down from last year as there is a case where the user fee going out is a little less than the expenditures. The next page is the summation and includes other expenses. The water/sewer charges we get from Branford, North Haven, and GNWPC at \$351,000 for our sewer service company. There is a short list of some upgrades that have been proposed to keep the system in good shape and also an INI study into the White Hollow Rd section of town. With the groundwater there was an influx of flows being treated by North Haven. For the Capital Budget there is a flat \$104,000 and ending fund balance of \$104,000. What really runs this is the assessments at \$10,000. it is really a guess on how many will hook up to the system annually.

i. **Adoption of Operating Budget and User Fee**

**MOTION:** Be it resolved that the North Branford Water Pollution Control Authority, acting in its capacity as the Sewer Authority for the Town of North Branford, hereby adopts the attached sewer budget and establishes a sewer fee of \$500 per unit for the 2023-24 fiscal year.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Goad

**Discussion:** None

**With all in favor, the motion is passed.**

ii. **Adoption of Capital Budget**

**MOTION:** Be it resolved that the North Branford Water Pollution Control Authority, acting in its capacity as the Sewer Authority for the Town of North Branford, hereby adopts the attached Sewer Capital budget for the 2023-24 fiscal year.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Goad

**Discussion:** None

**With all in favor, the motion is passed.**

## **7:15 pm Public Hearing**

### **Sewer Works Budget and Proposed Sewer Use Fees for 2023-2024 Fiscal Year**

Councilor Angeloni read the Public Hearing notice at 7:26 p.m. that was published in the Totoket Times.

The North Branford Water Pollution Control Authority, pursuant to Section 7-255 of the Connecticut General statutes, will hold a public hearing on Tuesday, September 19, 2023 at 7:15 p.m. at the Town Hall Town Council Chambers, 909 Foxon Rd, North Branford, for the purpose of establishing a proposed charge of \$500.00 per unit and a copy of the proposed charge is on file in the Town Clerk's office and is available for inspection by the public. Dated in North Branford, Connecticut, this 1st day of September, 2023. Water Pollution Control Authority Town Of North Branford.

**MOTION:** To close the Public Hearing at 7:33p.m.

**MOVED:** Councilor Mase

**SECOND:** Councilor Abelson

**Discussion:** None

**With all in favor, the motion is passed.**

### REGULAR TOWN COUNCIL MEETING

#### 7. Reports of Committees, Boards and Commissions:

##### a. Economic Development Commission

Councilor Palladino stated the next meeting will be held on Monday, October 2nd.

##### b. Park & Recreation

Councilor Angeloni stated the next meeting will be held on Tuesday September 26th.

##### c. Police Commission

Councilor Diamond shared that one thing discussed during the last meeting was the beam signing and there were discussions with the Police Chief. The best option is to get a big piece of plastic and have it fit inside the beam and have it signed again and put plastic back over that section of beam and spray it and they would stay. Even the signatures in permanent marker are coming off. It would cost the town a lot of money to have Newfield take it down.

Autism Awareness- Deputy Police Chief Lovelace shared that a few Fridays ago, he and the founder of the Nonprofit organization, Deputy Chief Dominguez from Watertown and Sergeant from Bethany were invited to the State capital and met with Senator Bernthal, Senator Seminara, and Senator Ciccarella. All of those who met have key factions of being ranking members, whether it be Law enforcement, Health & Human Services and Appropriations. It looks like they want to bring the program as a state model policy for law enforcement. There are public acts including law enforcement and all emergency services to adopt some of the things our town has already created. The next step is meeting with 3 commissioners and then the governor is coming. Austin PD is also signed on as a program, the word got all the way down to Austin, Texas. Thank you to Ashley McClain and Deputy Police Chief Lovelace's diligence to get this program off the ground. This is great that a resident took it upon themselves to benefit the whole state and community.

Councilor Diamond shared that the commission has been trying to investigate some kind of scheduling software for an assignment. The in-car cameras that are coming to the end of their life and the search is on to find one that would have a license plate reader.

Generator was another big topic as well.

##### d. Fire Commission

Councilor Pelliccia stated he was unable to make the last meeting. Commissioner Prunier resigned, and he was a real asset to the commission. It was difficult to be able to manage the finances of the fire departments and still keep everyone happy, but he was able to do that. and it is a significant loss. There is a search on to find a replacement.

**e. Planning & Zoning Commission**

Deputy Mayor Zampano met on September 7th, some of the items of discussion included a zone change for 730 Forrest Rd. Its R 40, the owners are looking to change it to B 1 and it was focusing on what the owner's intent is, that once it is changed to B 1 then it can be whatever is within that category. This location is where the old VFW was. The 824-tax deferral program that passed. The multifamily housing district tabled at a future meeting. They will have a hearing on 10/19/23 for cannabis, whether to extend the moratorium.

**f. Finance Subcommittee**

Councilor Angeloni shared ARPA which was discussed and some other items later in the agenda. The next meeting will be held on October 10th.

**g. Public Safety Communications Sub-Committee**

Councilor Diamond stated that groundwork electrical and wiring is done at Tilcon and mounted on top of the tower. For the Homeland Tower Verizon agreed to let the aerial work down and anticipated to start on Thursday, September 21st. Subscriber units Public Works is set to begin and will start around November. The Fire Department radios, etc. is at 75% completion. Overall, the anticipated completion of the project December 31st. There will be another meeting next week.

**h. CIWWA**

Councilor Diamond stated the next meeting is set to be held next Wednesday September 27th.

**8. Town Manager's Report:**

**a. General Updates**

**Power outage events**

Town Manager Downes shared, as the Council is aware there were two recent power outage events which had an impact on the Police Department. The first was Sunday, September 10<sup>th</sup>. There were two storm-related power outages in our UI service area which at one point had a little over 2000 NB residents without power for between three and four hours.

The Police Department was in the impacted service area and went on generator power, and the generator then suffered a critical failure. This led Deputy Chief Lovelace to make the quick decision to get a rental generator to ensure their critical functions remained up and running. That temporary generator remains on site, and then we had another power loss on Forest Road Sunday evening September 17<sup>th</sup>, due to a motor vehicle collision with a utility pole. This event put about 86 customers out of power including the Police Department once again, forcing it to generator backup.

Our Police and Public Works leadership and personnel were quick thinking and resourceful during these incidents, and the concern about generator power is what is prompting an item before you on tonight's agenda via the Finance subcommittee.

**POW MIA Recognition Day**

September 15th was POW/ MIA recognition day and last week he was approached by local veteran Bill Savastano about possibly doing something to recognize North Branford's lone MIA casualty.

They were able to quickly put together a little event last Friday morning at the North Branford POW MIA monument to remember SFC James Edward Creamer who went MIA on April 21<sup>st</sup>, 1968 during the Vietnam War.

Gathering that morning were Town Councilors Rose Angeloni and Nick Palladino, Mayor Jeff Macmillen, Army SFC Tomas Gomez, Veterans Andy Macmillen, Bill Savastano and Chuck Larkins, and Town Manager Downes. They also flew the POW/MIA flag here at Town Hall.

Andy Macmillen, the Mayor's father, was close friends with SFC Creamer and they both enlisted in the Army together during the Vietnam conflict.

**Chamber Business After Hours**

Last Thursday evening I was pleased to join Mayor Macmillen, Assistant Town Manager Rory Burke and local business leaders from across the region at the Shoreline Chamber's Business After Hours event held at Stewards of the Land Brewery and sponsored by Guilford Savings Bank. It was an excellent event bringing local leaders together and showcasing the great facility and products at Stewards of the Land.

**Welcome to Partyville**

It was a pleasure to be on hand to welcome Partyville to North Branford with a ribbon cutting and celebration of their opening on September 7<sup>th</sup> along with the Shoreline Chamber of Commerce.

Located at 999 Foxon Rd. in the Twin Lakes Commons Plaza, Partyville is a great new local place to host kids' parties and events with a large variety of activities for kids ages 3-14. Staff assisted crafts are created in one of their spacious, colorful rooms. Each room has a chalk wall for expression and fun, and goodie bags can be filled from their numerous dispensers.

Joining in welcoming owners Tina and Kate Evans were Mayor Jeff Macmillen, Asst. Town Manager Rory Burke, Economic Development Commission member Scott Small, Shoreline Chamber Executive Director Dee Jacob and Shoreline Chamber President Jim Fennell.

Check them out at [partyvillellc.com](http://partyvillellc.com) or call 203-208-4261.

**The annual Lake Gaillard Walk-a-thon** will take place Sunday October 1<sup>st</sup> from 9am-1pm. This 6.8-mile walk/run around Lake Gaillard is hosted by the RWA and the Northford-North Branford Women's Club as a fundraiser. You can start walking anytime between 9:00 am and 11:00 am; all walkers must be off the trail by 1:00 pm. A shuttle bus will bring walkers to the gate at Beech St., from the Atwater Library parking lot, as there is no parking at Lake Gaillard. No bikes or pets allowed. To register or for more information, call the Women's Club at 321-474-2074.

The North Branford Libraries are hosting a program on Understanding and Responding to Dementia-Related Behavior on Thursday, September 28, 10:30 am at the Edward Smith Library. The program is presented by the Connecticut Chapter of the Alzheimer's Association.

Park and Rec has two Halloween events coming up.

Trunk or Treat – The Park and Rec Dept. is gearing up to put on their annual Trunk or Treat Halloween event for kids- the event takes place at STW Community Center from 2:00pm-3:30pm Saturday, October 14<sup>th</sup> rain or shine.

Also on October 14<sup>th</sup>, Park and Rec in Partnership with North Branford Libraries is hosting a Haunted Cinema Drive-In at Totoket Valley Park, 290 Forest Rd. \$20 per car through pre-registration and \$25 at the door. You can register at nbrecreation.com

And lastly North Branford Rotary will be holding a shredding event here on Town Hall grounds on Saturday, September 30<sup>th</sup>, from 9am-12pm where residents can get rid of old documents with safe secure on-premises shredding. Cost is \$10 per banker's box.

### **b. Permanent Project Building Committee**

**Police Department /EOC Project** -steelwork is continuing and the project remains on schedule, and we are getting ready to pour second floor slab this week.

**NBIS**-The brick repointing continues with only quiet work being done while school is in session.

**NBHS** -Work continues on the punch list. The footings and foundation for the phase II portion of the project have been set, the drainage is being worked on and steel will be set beginning this week and into October.

**STWCC** -Work on the roof has been completed and the warranty has been issued. Work on the punch list continues and the project completion is expected by September 30<sup>th</sup>.

## **9. Citizens' Statements and Petitions and Correspondence:**

### **10. Resignations and Appointments:**

#### **a. Resignation of Edmond Prunier (D) from Board of Fire Commission as a regular member.**

Mayor Macmillen wanted to thank Ed Prunier for his exemplary service and time on the Fire Commission. Councilor Diamond shared that Ed Prunier was a wonderful asset to the Fire Commission and worked hard and was doing the right thing and she is very sad to see him resign.

#### **b. Appointment of Paul Marino (R) to Planning & Zoning as an alternate member replacing Barry Ponder (term to expire 05-31-2025)**

**MOTION:** To appoint Paul Marino (R) to Planning & Zoning as an alternate member replacing Barry Ponder term to expire 5-31-2025.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Palladino

**Discussion:** None

**With all in favor, the motion is passed.**

**MOTION:** To move out of order in the agenda to item 12a.

**MOVED:** Councilor Angeloni

**SECOND:** Deputy Mayor Zampano

**Discussion:** None

**With all in favor, the motion is passed.**

**11. Unfinished Business: Discussion and Action: None**

**12. New Business: Discussion and Action:**

**a. ARPA Funding for Police Department and Public**

**Works electrical upgrades**

Town Manager Downes shared that we are currently utilizing a rental generator at the PD for \$3,000 a month due to the failure of the generator on site. At the last meeting of the Finance Subcommittee, it was recommended to move this item to the full Council for action, obtaining a generator at Public Works, and a back-up portable generator through ARPA funding.

The generator intended for public works is available through a state contractor, but the portable is not. As time is of the essence, and in reviewing this with our Purchasing Agent Michael Fumiatti, you have a supplemental memorandum in your folders this evening which would authorize our Purchasing Agent to compose bid specifications AND go out to bid for this portable generator with the intention of having a bid ready for your acceptance at your October 3<sup>rd</sup> meeting. If you choose not to accelerate this with the provided motion, you will receive bid specs to approve at the October 3<sup>rd</sup> meeting and we would not be able to go out to bid until the Council approved it, and you would have the bid to approve October 17<sup>th</sup>.

Public Works Director Fran Merola is here to answer any questions you might have relative to the specs on the generators proposed and included in your packets.

Councilor Diamond asked if this \$630,000 includes both generators and can they change after the bid process. Public Works Director Merola shared that his permanent generator is through a Source well bid so they are two separate items.

Councilor Mase asked Deputy Police Chief Lovelace and Public Works Director Merola what electrical services do we have? Public Works has Wallingford electric, and the current Police station has UI, but the new Police station will have Wallingford electric.

Councilor Abelson asked about the size of the generator. Public Works Director Merola shared that it is 150 kw. It would be able to power the whole town hall if there was a significant power outage.

Councilor Goad wanted to clarify that Public Works will have their own permanent generator, and then there will be a portable generator that can be used for town departments, etc. Public Works director Merola confirmed.

Councilor Pelliccia said we need to go out to bid for the portable generator, did it include all of the plugs for the additional buildings. Public Works Director Merola said he is going to use his contractor's bid to take care of that portion.

**MOTION:** To approve \$630,000 of ARPA funding for the portable generator, and Police Department and Public Works electrical upgrades.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Mase

**Discussion:** None

**With all in favor, the motion is passed.**

**Motion:** To amend the agenda adding item k. Authorization of Bid Specification and Advertisement for Portable Generator

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Mase

**Discussion:** None

**With all in favor, the motion is passed.**

**b. Dirt Bike and ATV Regional Task Force**

As Noted in your packets this evening Chief Halloran and I participated in a Zoom call on September 1<sup>st</sup> initiated by Mayor Justin Elicker of New Haven including numerous regional municipal CEOs and Chiefs of Police meant to address the problem of road takeovers by swarms of ATVs and Dirt Bikes. The out-cropping of this meeting was the memorandum of understanding between signatory municipalities creating a joint regional task force which would meet regularly, share intelligence and undertake joint operations.

While the goals of this effort are admirable, both Chief Halloran and I have reservations about signing on to this agreement relative to resources and jurisdiction. I asked Chief Halloran to enumerate the concerns he has regarding this from a law enforcement standpoint, and he did so, resulting in the letter you have in your packet.

In summation, we are concerned about the requisite dedication of an officer to weekly briefings, and officers outside our jurisdiction conducting enforcement actions on a warrantless misdemeanor arrest which does not appear to be supported by state law. Our town attorney has reviewed as well and has found that concern sound. The Council has authority to enter into this agreement, but both Chief Halloran and I do not recommend that we do so at this time.

**c. Property Tax Assessment Deferral Program §8-24 Referral to Planning & Zoning Commission**

Town Manager Downes shared the proposed reauthorization of the property tax deferral program is back on the agenda this evening. As you will recall, the Council conducted the required Public Hearing under CGS Sec. 12-65d on September 5<sup>th</sup> and referred to Planning and Zoning. They have completed their Sec. 8-24 review at their meeting on September 7<sup>th</sup>, and a memo conveying their favorable review back to you is included in your packets.

This item is available for action this evening. The only difference in the resolution before you this evening and the one approved back in 2016 is the removal of the sunset provision so in other words if the Council passes this, it will not expire unless the Council took subsequent action to end it. If the Council chooses, they can install a sunset provision back this evening.

To recap, this resolution establishes a rehabilitation area which is legally required under state statute to enact the assessment deferral and accept applications. It is a tool we have been employing since 2016 to attract, retain and expand North Branford's business base and increase employment opportunities.



This freezes tax assessment for a development project, and upon completion any increase in tax revenue is deferred, and value of increase is phased in over five years, at 20% per year. The revenue is not recouped from the phase-in period, rather the idea is that the economic development spurred by the program will produce a longer-term benefit by incentivizing developments in town that might otherwise not even take place.

Additionally, this resolution sets the criteria and the process by which an application for the deferment can be made- the Town Council will receive and approve each application.

**MOTION:** That the Town Council of North Branford designate the Town of North Branford as a Rehabilitation Area and establish the criteria of real property for assessment deferral and administrative procedures as presented.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Abelson

**Discussion:** None

**With all in favor, the motion is passed.**

**d. Proposed Revisions to the Tax Department Operations Policy**

Tax Collector Winnick shared some updates she is proposing to the current Tax Collection Policy. The proposal is to improve the collection rate by sending delinquent notices in August and February and to report delinquent motor vehicles to the DMV in August and February. This will minimize the interest that is paid by our residents.

**MOTION:** BET IT HEREBY RESOLVED that the North Branford Town Council adopts the attached Tax Collection Process for the operations of the Tax Office, pursuant to the favorable recommendation from the Finance sub-Committee.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Diamond

**Discussion:** None

**With all in favor, the motion is passed.**

**e. Police Admin charges related to POCO Police Use**

Treasurer/Finance Director Esposito stated that the Town Council has discussed previously the desire to pay the administrative portion of the police extra duty bills derived from the Potato Festival out of the Police Extra Duty Fund. Upon research, the administrative amount from last year's festival WAS NOT transferred. He attached two invoices from the 2022 festival. The total administrative charge of \$13,222.59. Also attached is the documentation showing that the two invoices were charged to the Potato Festival Fund expense for 2022. Additionally, on the two invoices from the 2023 festival, the administrative charges totaled \$12,159.71.

**MOTION:** BE IT HEREBY RESOLVED that the North Branford Town Council instructs the Treasurer/Finance Director to transfer \$13,222.59 from the Police Extra Duty Fund to the Potato Festival Fund for the administrative piece of the 2022 Potato Festival extra duty invoices and \$12,159.71 from the Police Extra Duty Fund to the Potato Festival Fund for the administrative piece of the 2023 Potato Festival extra duty invoices.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Palladino

**Discussion:** Councilor Angeloni asked Treasurer/ Finance Director Esposito if there are any other invoices that have not yet been cleared up. Also, to clarify if this is a reimbursement to the Potato Festival Fund for money that was already expensed? Town Treasurer/ Finance Director Esposito responded that he would check to see if there are any other invoices lingering. Also, he clarified that this money is a reimbursement to the Potato Festival fund for money that was already expensed. Deputy Mayor Zampano asked how these invoices were missed and if it was a computer issue. Town Treasurer/Finance Director Esposito stated it was simply human error.

**With all in favor, the motion is passed.**

**f. CIP 2023-2024 through 2031-2032**

Treasurer/Finance Director Esposito shared details on the attachment provided to the council members. This is a draft of the Capital Improvements Plan for the current year and subsequent fiscal years. It needs to be forwarded to Planning & Zoning Commission for a review pursuant to Section 8-24 of the Connecticut General Statutes. He has utilized the capital requests that were submitted by all department heads to populate the various year's schedules. The 2023-24 contains three (3) changes from the version in the Adopted Budget.

1. The total amount for the road program on both sheets is \$729,000. The Town Engineer and Public Works Director have proposed shifting the amounts/ lines amongst two lines in the Road Program.
2. The additional appropriation of \$123,520 for the new Senior Van, of which \$110,520 will be funded by a grant and the balance \$13,000 will be the Town's share. This has been funded by a previously- approved transfer.

**MOTION:** BE IT HEREBY RESOLVED that the North Branford Town Council instructs the Treasurer/Finance Director to forward the Capital Improvements Plan to the Planning and Zoning commission for their review pursuant to Connecticut General statute 8-24 and bring it back to this body upon receipt of their action.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Palladino

**Discussion:**

**With all in favor, the motion is passed.**

**g. Financial Report 08-31-23**

Town Treasurer/ Finance Director Esposito shared the Financial Report as of 8-31-23. It is very early in the year and the layout is completely different than in past years. This mirrors the new chart of accounts that Anita worked on to get in line with the uniform chart of accounts. In total 44.1% of current revenue vs 42.8% of revenue last year. The expenditures side of the house shows 19.2% expended vs 19.3% last year. No departments have overspent but it is very early in the fiscal year.

**h. Appropriation Transfer**

**MOTION:** BE IT HEREBY RESOLVED that the North Branford Town Council hereby approves the following appropriation transfers, as recommended by the Town Manager and the Treasurer/Finance Director.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Diamond

**Discussion:** None

**With all in favor, the motion is passed.**

**i. Tax Refunds**

**MOTION:** BE IT HEREBY RESOLVED that the North Branford Town Council approved the tax refunds as presented.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Diamond

**Discussion:** None

**With all in favor, the motion is passed.**

**j. Set date for the next ARPA Workshop**

Town Manager Downes shared that the Town has \$1.692 million remaining in unallocated ARPA funds to date which need to be allocated. At last Tuesday's Finance Subcommittee meeting it was recommended that the Council set a date for a new ARPA Workshop. In support of this memorandum is a summary sheet showing what the Council has previously allocated from ARPA and the remaining balance.

The date recommended from Finance for the Workshop is Tuesday, October 10th, 2023 at 6:00p.m.

**MOTION:** That the North Branford Town Council set the date of the next ARPA Workshop for Tuesday, October 10th, at 6:00 p.m. in the Town Council Chambers of Town Hall, 909 Foxon Rd.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Diamond

**Discussion:** Councilor Diamond requested that the council push the workshop back to 6:30 p.m. as there is a Police Commission meeting scheduled for earlier that night. The council members agreed that the time could be changed to 6:30 p.m.

**AMENDED MOTION:** That the North Branford Town Council set the date of the next ARPA Workshop for Tuesday, October 10th, at 6:30 p.m. in the Town Council Chambers of Town Hall, 909 Foxon Rd.

**With all in favor, the motion is passed.**

**k. Authorization of Bid Specification and Advertisement for Portable Generator**

Town Manager Downes shared that by utilizing the funds in association with agenda item 12 a. for the purpose of obtaining a portable generator requires us to use the competitive bid process. In the interest of saving critical time, this motion would authorize the Purchasing agent to prepare and advertise a bid for this item. The award of the bid would be presented at the next Town council meeting on October 3rd.

**MOTION:** That the North Branford Town council hereby authorizes the Town's Purchasing Agent to produce a bid specification and go out to bid for a portable generator for use as an emergency generator for Town Department's including but not limited to: the Police

Department, Public Works Department, Town Hall, Intermediate School, Communication Tower at Tilcon, and Town events at Augur Park.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Diamond

**Discussion:** None

**With all in favor, the motion is passed.**

**13. Citizens' statements and petitions: None**

**14. Adjournment**

**MOTION:** To adjourn at 8:21p.m.

**MOVED:** Councilor Angeloni

**SECOND:** Councilor Mase

**Discussion:** None

**With all in favor, the motion is passed.**

Respectfully Submitted by: Kathleen Daly, Clerk

9-21-23