

Minutes of the Stony Creek Association – Executive Board Meeting May 3, 2022

Call to order: A meeting of the Stony Creek Association Executive Board was called to order at 7:03 p.m. on Tuesday May 3, 2022, via Zoom by Mark Richter.

Present: Mark Richter - President, Harlan Fichtenholtz – Vice President, Stephen Palumbo Jr., Courtney Rosenberg, Katina Gionteris – Secretary, Matt Milano, Brian Love – Treasurer, Alison Bromage, Emma Barnes, Tina Burne, Hannah Purdy – Clerk, Robin Tierney

Absent: Greg Ames – Auditor, Ellen Page, Nick Fischer – Tax Collector

Public: 3

Motion was made by Harlan Fichtenholtz, seconded by Steve Palumbo Jr. to move Peter Hentschel’s discussion up in the agenda. All were in favor. Town Representative Peter Hentschel reported on the following:

- The town of Branford, currently in budget season, received approximately 8 million dollars from American Rescue Plan Act (ARPA) which the town is still determining how to spend. He will forward a list of potential projects the town is considering to fund. The first 3 million of the 8 will be distributed. The remaining 5 million the town is still determining how it will be spent. If anyone has ideas please see Jamie Cosgrove or Jamie Finch.
- Below are links to documents that have all the regulations on how the money can be spent.
 - <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-Overview.pdf>
 - <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule.pdf>
- Sent out with the minutes is a document listing the proposed town projects to be funded by ARPA to date.
- The flood warning signage under the railroad bridge has not moved forward due to a problem with the equipment that was sent to power the sign. The town is potentially interested in entering into an agreement with the SCA about the SCA maintaining the sign/post for example painting the sign green.
- The pipe that serves the area under the railroad bridge. MORE TO PRINT
- The town plans to repair/rebuild the ramp portion of the Stony Creek dock that ramps up to the wooden dock. There are engineering documents prepared and it is ready to go out to bid for the fall. It seems too late to work on it for the spring.
- There is a line item in the budget for engineering work on the trolley bridge foundation which is in need of repair. There will also be a study to install steps down to the waters edge which could potentially be used by kayakers even though it would not be a kayak launch per say.
- Peter Hentschel will find out about the schedule/status of the work on the sea wall at Madeira park and information on funding for dredging the Stony Creek waters.

Minutes: A motion was made by Steve Palumbo, seconded by Harlan Fichtenholtz to accept the minutes as written from the 4/5/2022 meeting. All were in favor.

Treasurer's report

- Bills presented for payment this month were:
 - CIRMA for the treasurer's bond \$116
 - Trees & Wreaths from Sue Ruocco for \$47.83
 - Jake Greenvall for a flag on the green \$133.76 and DogPoopBags.com for \$39.90
 - Katina Gionteris for secretarial services providing for February, March and April \$375
 - Brooks Stone for snow removal for the Feb. 13th storm in the amount of 107.83
- Total amount of bills to be paid is \$820.32. Tina Burne made a motion and Steve Palumbo Jr. seconded to pay the bills for the month of May. All were in favor of paying the bills.
- Brian Love presented the treasurers report for the month. We started out April with \$40,325.52, minus a payment of \$1730.85 for Stony Creek Day during the month of April and an income of \$1000 in donations for Stony Creek Day. Our current cash on hand in the checking account is \$39,594.67. The CDs have \$10,087.07 and \$20,330.74 for a total of \$30,417.81 plus the cash on hand in the checking comes to total assets of \$70,012.48.
- There was a motion made by Steve Palumbo Jr., seconded by Matt Milano to approve the treasurers report for audit. All were in favor to accept the treasurer's report for audit.
- The DogPoopBags.com billing address will be changed to the SCA P.O. Box and the shipping address will be changed to the Stony Creek Package Store.
- The proposed budget was presented by our treasurer Brian Love and is included in the minutes. There was a motion made by Harlan Fichtenholtz and seconded by Tina Burne to add voting on the proposed budget for 2022/2023 to the agenda for the June 2022 meeting.

Tax collector's report – There were no changes.

Legal & Zoning

- Ellen Page reported that on May 4th at 5:00 PM there is an inland/wetland meeting to discuss 120 Thimble Island Rd.
- There were 6 major projects with permits approved this month.
 - 8 Howd Avenue for HVAC, plumbing and electrical
 - 309 Thimble Island Rd. plumbing
 - 240 Thimble Island Rd. HVAC renovations
 - 270 Thimble Island Rd. \$200,000 addition permitted
 - 168 Thimble Island Rd. electrical permit
 - 9 Wallace Rd. \$200,000 renovations
- There have been multiple coyote sightings in Stony Creek.

Police and traffic

- Steve Palumbo Jr. spoke with Selectman Dunbar about adding a cross walk by the four way stop. It is unlikely that a crosswalk will be added since there is a blind spot there and no sidewalk on the other side of the road where the crosswalk is requested. Harlan Fichtenholtz asked if it is possible

to cut back the trees/shubs on the Leetes Island Rd. corner coming from Guilford due to the blind spot it creates.

- This week Tina Burne and Steve Palumbo Jr. will go around Stony Creek to identify blind spots due to overgrowth.
- Robin Tierney mentioned concerns about the cars speeding on School St. Steve Palumbo Jr. will ask about a fog line on School St.

Maintenance

- Allison Bromage reported that the committee put together a draft of the job description for a seasonal maintenance person. The SCA is looking for a part time worker to do light maintenance and yard work for the summer. Robin Tierney knows someone who may be able to do the work.
- Emma Barnes reported that since the Stony Creek Market is open for pizza for the season. She found there are pizza box receptacles that John Barnes and a friend can make if we can pay for the materials. Hannah Purdy motioned and Matt Milano seconded that we pay up to \$200 for material for them to make the pizza box recepticle. All were in favor.
- Tina Burne mentioned that on School St. there was a new telephone pole put in that has a deep hole next to it. Someone from the maintenance committee will reach out to public works about it.

Charter Review Committee

- Harlan Fichtenholtz reported that they would like to hold a public hearing of the Charter Review Committee on May 24th, 2022 at 7:00 PM for input on the draft of the revised Charter. The current draft of the revised Charter will be sent out to the association a week before the meeting.
- The next step is for the Charter Review Committee to meet and vote on which changes if any they want to make.

Nominating and election committee:

- The Association will start the nominations process.

Stony Creek Day committee

- Courtney Rosenberg reported that the committee has met with the Stony Creek Museum and the church to reserve the church hall in case of rain.
- The next meeting will be to discuss food and music for the day.
- At the end of these minutes, is a list of businesses that have sponsored Stony Creek Day.
- The Stony Creek Association and Stony Creek Day committee would like to THANK all the businesses that have sponsored the day!!!!

Old business

- Neighbors in need – No discussion

New Business

- Hanna Purdy would like to plan another spring clean up on May 15th and in the event of rain it will be held May 22nd.
- There is an exhibit at the library that includes a Granbery map <https://branfordlandtrust.org/from-stony-creek-to-guilford-explorations-inspired-by-the-carleton-granbery-map/> . The exhibit will be on display until May 23rd.

Steve Palumbo Jr. motioned and Tina Burne seconded to adjourn the meeting. All were in favor. The meeting was adjourned at 8:27 PM.

Respectfully submitted,
Katina Gionteris, Secretary
Hannah Purdy, Clerk

Stony Creek Day Sponsors

Equity Mortgage
Fischer Excavating
Francine Collections
HH Purdy Architects
JB Sports
Sea Mist Thimble Island Cruise
Seaside Home & Gifts
Stony Creek Auto Repair
Stony Creek Market
Stony Creek Package Store
Stony Creek Quarry
Taken for Granite
Thimble Marine Services
Well Suited (Alan Horowitz)
Willoughby’s Coffee and Tea

OFFICE OF THE TREASURER

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Date: March 21, 2022

To: Joseph Mooney, Chairman Board of Finance

From: James Finch, Finance Director 

Re: American Rescue Plan - Recommendations

Background:

As you are all aware the administration has been updating the Board with regard to 1) the regulations and guidance governing the use of ARPA dollars; 2) Branford's entitlement; 3) the benefits for Branford in choosing the standard allowance 4) the creation of a separate fund to track the use of ARPA dollars and 5) the consensus to date that the distribution of dollars will be done similarly to the process the Town follows to adopt and amend the operating budget.

ARPA Recommendations:

The initial ARPA requests total \$2.6 million and represents approximately 32% of the total allocation. As the board may recall these funds are available for a period of years and must be obligated by December 2024 (fiscal year 24-25). These projects span a variety of governmental functions: general government, public safety, public works/engineering, human services and recreation.

When you review the recommendations please consider the following:

- All of the projects were previously presented to the Board.
- Some recommendations reflect an increase over the amount requested allowing the town to enhance its service efforts without dramatically increasing the tax requirements or additional debt.
- While one may be tempted to reduce the current level of funding for these efforts and back fill the dollars with ARPA funds we should all be aware that these efforts will likely be seen as supplanting which is not permissible.

- Some recommendations will present an opportunity to reduce a FY 22-23 request provided it does not trigger a supplanting violation.
- For those projects which reflect enhanced funding and for which the town is seeking to continue beyond the ARPA funding process, the town's strategy is to provide a glide path so that the general fund increases in future years remain logical and budget sensitive.
- One-time procurement of items purchased historically through sinking funds are included. This effort will enhance the durability of these funds and provide a hedge against future inflationary pressures. As mentioned previously with regard to supplanting, future sinking fund contributions must remain at or above current levels.

Next Steps and Future Considerations:

In addition to the above bullet points, one should note how the recommendations as proposed are integrated "programmatically" with the operating and capital budgets. I emphasize the use of the word programmatically since as I noted previously the ARPA projects will have their own fund.

It is also worth noting that the budget process typically incorporates the use of current year transfers and appropriations to support items requested in the operating and capital budgets. Since ARPA funds are currently available in FY 2022 timing considerations may warrant an ARPA appropriation in the current year. It is important to underscore that pursuant to the consensus approach outlined these items will follow the established budget process for amending or adding new appropriations.

Finally, as Branford's ARPA efforts are ongoing it is reasonable to assume that items that were not yet ripe to present are still under consideration and will be presented at future meetings. I am aware that historically the board has been averse to making substantial budget adjustments following the board's recommended budget and I believe that remains a good approach. However, as it relates to ARPA funds I believe a departure from this approach should be considered. For example, in the operating budget process initial requests are adjusted so as to determine the amount of revenue required to be raised. The opposite dynamic or sequence exists with ARPA since the revenue is in place at the beginning of the process as opposed to the end of the process.

Cc: James Cosgrove, First Selectman
Board of Finance
Kathryn LaBanca, Assistant Finance Director
Lisa Arpin, Town Clerk
RTM

TOWN OF BRANFORD

ARPA PLAN - FISCAL YEARS 2022-2025

Department	FY 2023 Requested	BOF Recommended	RTM Approved	FY 2024	FY 2025	3 YEAR REQ.
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GENERAL GOVERNMENT

Cybersecurity						
Information Technology	25,000	0	0	0	0	25,000
Information Technology	160,000	0	0	0	0	160,000
Total General Government Services	185,000	0	0	0	0	185,000

PUBLIC SAFETY

Lucas CPR Device						
Fire Department	32,000	0	0	0	0	32,000
Fire Department	30,000	0	0	0	0	30,000
Fire Department	75,000	0	0	0	0	75,000
Fire Department	220,000	0	0	0	0	220,000
Total Public Safety Services	357,000	0	0	0	0	357,000

ENGINEERING/PUBLIC WORKS/SEWERS

Paving						
Public Works	1,000,000	0	0	0	0	1,000,000
Public Works	125,000	0	0	0	0	125,000
Engineering						
Engineering	75,000	0	0	0	0	75,000
Engineering	550,000	0	0	0	0	550,000
Total Public Works & Highway Services	1,750,000	0	0	0	0	1,750,000

TOWN OF BRANFORD

ARPA PLAN - FISCAL YEARS 2022-2025

Department	FY 2023 Requested	BOF Recommended	RTM Approved	FY 2024	FY 2025	3 YEAR REQ.
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HEALTH & HUMAN SERVICES

Basic Needs						
	100,000	0	0	0	0	100,000
Total Health & Human Services	100,000	0	0	0	0	100,000

RECREATION & LIBRARIES

Showmobile						
	225,000	0	0	0	0	225,000
Total Recreation & Library Services	225,000	0	0	0	0	225,000

TOTAL ARPA FUNDING REQUEST

	2,617,000	0	0	0	0	2,617,000
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RECONCILIATION OF ARPA FUNDING

Opening ARPA Fund Balance	8,257,021
Total Requested Appropriation	(2,617,000)
Closing Balance	5,640,021
Percent Allocated	31.69%

STONY CREEK ASSOCIATION 2022-2023 EXPENSE BUDGET REVIEW

Sent for review May 3, 2022 (revised 5/3/2022)

22/23 BUDGET

NOTES

<u>INCOME</u>		
Tax Receipts	23,500.00	
Insurance Reimbursement		
Lien Fees		
Donations		
Total income - checking		
Misc. CIRMA equity distribution	0.00	
Town Clean-up Reimbursement		
Interest	70.00	
Fund Donations		
TOTAL INCOME		23,570.00
<u>EXPENSES</u>		
Administration		
Tax Collector		
Fee	1,150.00	
Bond	110.00	
Postage	250.00	
Lien fees	300.00	
Notices & Supplies	200.00	
		2,010.00
Treasurer		
Bond	116.00	
Postage & Supplies	25.00	
Bank Fees	25.00	
Accountant fees	80.00	
		246.00
Secretary		
Remuneration (\$50/hr)	1,800.00	Avg \$150/month
Stationary		
Duplicating		
Postage		
PO Box Rental	100.00	
Supplies, Repairs		
		1,900.00
Member Communications		
President's Letters		
Legal Notices/Ads	25.00	
Telephone	130.00	Zoom
		155.00
Services to Stony Creek Village & Parks		
Maintenance, care & upgrading	3,000.00	
Bayview Park		

		3,000.00	
Clean-up	2,280.00		
		2,280.00	
Snow Removal			
Plowing & Sanding (including ads)	3,400.00		5 year average (\$3,428.50)
		3,400.00	
Election Expenses			
Personnel	500.00		
Printing	750.00		
Postage	400.00		
Legal Notices	40.00		
		1,690.00	
Maintenance & Utilities			
Lighting & Electricity			
Christmas tree lights, strings	100.00		
Flags & Halyards	100.00		
		200.00	
Sidewalk Maintenance & Repair			
New sidewalks			
		0.00	
Police Service	0.00		no tag sale?
		0.00	
Insurance			
Workman's Compensation	1,000.00		
Board of Directors Liability	1,000.00		
General Liability	3,800.00		
		5,800.00	
Professional Fees			
Lawyers, engineers, et al	2,750.00		Charter Legal Services & Tax Service
Website & communications	?		
		2,750.00	
Miscellaneous	5,000.00		Stony Creek Day Contribution
Contingency			
Contribution to reserves			
Miscellaneous		5,000.00	
TOTAL EXPENSES		28,431.00	
OVERALL TOTAL		-4,861.00	