



AGENDA
REPRESENTATIVE TOWN MEETING
REGULAR MEETING
Monday, February 6, 2023
7:00pm – Waterford Town Hall

RECEIVED FOR RECORD
WATERFORD, CT
2023 JAN 25 P 6:36
ATTEST: *David H. Casper*
TOWN CLERK

- A. Pledge of Allegiance
- B. Roll Call
- C. To consider and act upon the minutes of the December 5, 2022 Annual Meeting
- D. Correspondence
- E. Public Comment
- F. Committee reports and referrals
- G. Appointee & Liaison updates
- H. Transaction of Business on the Call;
 - 1. To consider and act upon a recommendation from the Board of Finance for an additional appropriation in the amount of **\$86,016** from Capital Undesignated **Line #205-31520** for updating/renovating the evidence room and armory at the Police Department.
 - 2. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of **\$239,729** from Capital and Non-recurring designated **Line #20522-57794 (i.e., Radio Communications)**.
 - 3. To consider and act upon a recommendation from the Board of Finance for an additional appropriation in the amount of **\$250,000** to fund a new project titled **"Contract#1 Sewer Interceptor Easement Access"**. Appropriated funds for this project will be made available by transferring \$250,000 from the Unassigned Balance of the General Fund to a project line to be created within the Capital Improvement Project Fund.
 - 4. To consider and act upon a recommendation from the Board of Finance for an additional appropriation in the amount of **\$802,000** to fund a new project titled **"Clark Lane Middle School Chiller Replacements"**. Appropriated funds for this project will be made available by transferring \$802,000 from

the Unassigned Balance of the General Fund to a project line to be created within the Capital & Non-recurring Expenditure Fund.

5. To consider and act upon a recommendation from the Board of Finance for an additional appropriation in the amount of **\$272,000** to fund a new Capital project titled **"Auditorium Meeting Room Updates"**. Appropriated funds for this project will be made available by transferring \$272,000 from the Unassigned Balance of the General Fund to a project line to be created within the Capital Improvements Project Fund.
6. To consider and act upon a recommendation from the Ad Hoc Fire Services Special Review Committee "that due to the extensively deteriorated condition of the Oswegatchie Fire Station, that it be replaced with a new building; and recommend that the RTM establish a building committee to oversee its design and construction" in accordance with **Chapter 2.88 – Building Committees** of the Waterford Code of Ordinances.
7. To consider and act upon a motion to approve the funds necessary for a wage increase of 2.25% for the Non-Union Administrative Support & Technical Craft employees effective 07/01/2022.
8. To consider and act upon the recommendation from the Finance, Wage & Personnel Standing Committee of the RTM for a one time increase of \$2,420 per year and an increase in the stipend for a primary or referendum from \$700 to \$1000.
9. To consider and act upon two regular member appointments to the Ethics Commission. (Term 02/06/2023 – 02/03/2025)
10. To consider and act upon an alternate member appointment to the Ethics Commission. (Term 02/06/2023 – 02/03/2025)
11. To consider and act on an appointment to the Personnel Review Board to fill a vacancy due to the resignation of David Peabody. (Term 12/01/2020 – 11/30/2023)
12. To consider and act on an RTM Member appointment to the Retirement Commission to fill a vacancy due to the resignation of Richard Muckle. (Term 01/01/2022 – 12/31/2023)
13. To consider and act on an appointment to the Board of Assessment Appeals to fill a vacancy due to the resignation of Nels Hanson. (Term 12/05/2022 – 12/03/2023)
14. To consider and act upon the budget schedule for the May 2023, budget hearings for the Fiscal Year 2024 Budget.

I. New Business

J. Adjournment



C

MINUTES
REPRESENTATIVE TOWN MEETING
Regular Meeting
December 5, 2022

RECEIVED FOR RECORD
WATERFORD, CT
2022 DEC - 9 A 11:4
ATTEST: *[Signature]*
TOWN CLERK

First Selectman Robert Brule, Acting Moderator, called the December 5, 2022 Regular Meeting of the Representative Town Meeting to order at 7:01 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Greg Attanasio, Michael Bono, Jennifer Bracciale, Mary Childs, Thomas J. Dembek, Susan Driscoll, Timothy Fioravanti, Steven Garvin, Nick Gauthier, Kevin Girard, Paul Goldstein, Kristin Gonzalez, Cheryl Larder, Richard Muckle, Theodore Olynciw, Dan Radin, Michael Rocchetti, Danielle Steward-Gelinas, David Sugrue, David Welch.

ABSENT: Timothy Condon, Ryan Healy, Richard Holmes, Lindsay Khan, Jennifer Kohl.

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J Brule, Chair of the Board of Education Pat Fedor

EX-OFFICIO MEMBERS ABSENT: Selectwoman Jody Nazarchyk; Selectman Elizabeth Sabillia; Chair of the Board of Finance Glenn Patterson.

ALSO PRESENT: Town Clerk David L. Campo; Town Attorney Nicholas Kepple; Finance Director Kim Allen.

AGENDA ITEM C – Elect a Moderator.

NOMINATION by Goldstein, seconded by Rocchetti, for Paul Goldstein to serve as Moderator for a term of one year.

NOMINATION APPROVED: 19-0-1 (Larder abstained)

RTM Member Bracciale left.

AGENDA ITEM D – October 3, 2022 Minutes & November 14, 2022 Minutes.

MOTION by Steward-Gelinas, seconded by Driscoll, to approve the October 3, 2022 Minutes & the November 14, 2022 Special Meeting Minutes with the following corrections to the October 3, 2022 minutes: Offered by Larder to replace "nobody" with "the body" in regard to Attorneys Kepple' reply under PUBLIC COMMENT. Offered by Olynciw that the subject of "implementing fees for the Town of Waterford Fire Marshal's Office" under NEW BUSINESS did not note that it was assigned to the Public Protection & Safety Standing Committee of the RTM.

MOTION PASSED: Unanimous

MOTION by Driscoll, seconded by Gonzalez, to direct the clerk to post amended minutes on the town's website in the future.

MOTION PASSED: Unanimous

AGENDA ITEM E – Moderator Goldstein noted that the following items were received: a letter from the Registrar of Voters in regard to a salary increase (See attachment), a letter from resident Kristine Wilcox in regard to feral cat management (See attachment), recommendations from the Democratic Town Committee for the Board of Assessment Appeals and the Energy Task Force appointments, Youth and Senior Services staff funding information from the First Selectman (See attachment), a letter (See attachment) from Waterford resident Helen Kwasniewski (letter was read out loud by Town Clerk Campo), and a recommendation from the Republican Town Committee for the Board of Assessment Appeals appointment.

MOTION by Larder, seconded by Gauthier, to amend the agenda to include the item of Registrar of Voters salary as part of the agenda.

Discussion ensued.

MOTION withdrawn.

Discussion on when to refer items to committee was raised by Driscoll. Attorney Kepple felt that New Business was appropriate and that it could be moved up at the will of the body.

MOTION by Gauthier to move NEW BUSINESS prior to CALL ITEM 1.

No second

PUBLIC COMMENT:

Waterford Resident Kristine Wilcox, 53 Vivian St, spoke in regard to feral cat management and the need for an ordinance to help control the population.

Waterford Resident Maria Lopez, 11 Old Colchester Rd, spoke in regard to the need that the town provide short term parking to accommodate residents that work as truckers.

AGENDA ITEM G

Public Health, Recreation & Environment Chair Mike Bono noted that his group has not met, but is planning an upcoming meeting.

Legislation & Administration Chair Richard Muckle expects to report items out of committee at the next meeting.

Public Works, Planning & Development Chair Michael Rocchetti is expecting a survey to go out in regard to short term rentals soon after a new Planning Director is in place.

CALL ITEM 1 – Board of Education Budget Process Presentation

PRESENTATION: Superintendent of Schools Thomas Giard, Board of Education Director of Finance/Operations Joe Mancini.

Presentation ensued followed by questions.

CALL ITEM 2 – Shoreline Traffic Accident Reconstruction Team

PRESENTATION: Chief of Police Marc Balestracci, Lieutenant David Ferland.

MOTION by Steward-Gelinas seconded by Attanasio, to approve a request from the Waterford Police Commission to approve an agreement entitled "Shoreline Traffic Accident Reconstruction Team", and authorize the First Selectman to sign on the Town's behalf. (See attachment)

MOTION PASSED: 18-0-1 (Steward-Gelinas abstained)

CALL ITEM 3 – Niantic River Sidewalk Plan

PRESENTATION: Public Works Director Gary Schneider

MOTION by Steward-Gelinas, seconded by Dembek, to approve a recommendation from the Board of Finance to appropriate previously designated funds in the amount of **\$35,000** on Capital and Non-Recurring Line #20530-57867, **Niantic River Road Sidewalk Plan.**

Discussion ensued.

MOTION PASSED: Unanimous

CALL ITEM 4: Bridge Engineering Plan

PRESENTATION: Public Works Director Gary Schneider

MOTION by Bono, seconded by Steward-Gelinas, to approve a recommendation from the Board of Finance to appropriate previously designated funds in the amount of **\$35,000** on Capital and Non-Recurring Line #20530-57868 **Bridge Engineering Plan.**

Discussion ensued.

MOTION PASSED: Unanimous

CALL ITEM 5 – Elevator Reconditioning Project

PRESENTATION: Public Works Director Gary Schneider

MOTION by Steward-Gelinas, seconded by Sugrue, to approve a recommendation from the Board of Finance for an additional appropriation in the amount of **\$32,350** from Capital and Non-Recurring Undesignated Fund Line #205-31520 to project Line #20511-57874 **Elevator Reconditioning Project.**

Discussion ensued.

MOTION by Sugrue, seconded by Rocchetti, to move the question.

VOTING IN FAVOR: Attanasio, Bono, Dembek, Driscoll, Fioravanti, Garvin, Girard, Goldstein, Muckle, Radin, Rocchetti, Steward-Gelinas, Sugrue, Welch.

VOTING AGAINST: Childs, Gauthier, Gonzalez, Larder.

ABSTAINED: Olynciw

MOTION TO MOVE PASSED: 14-4-1

ORIGINAL MOTION PASSED: 18-1-0 (Olynciw against)

CALL ITEM 6 – Town Hall Bathroom Refurbishment

PRESENTATION: Public Works Director Gary Schneider

MOTION by Steward-Gelinas, seconded by Bono, to approve a recommendations from the Board of Finance to approve a transfer in the amount of **\$25,000** from Capital Improvement Project Line #31121-55852 Town Hall Bathrooms and a request to appropriate **\$212,090** from Capital and Non-Recurring Undesignated Fund Balance Line #205-31520 to fund a new Capital and Non-Recurring project line item **for Town Hall Bathroom Refurbishment.**

MOTION by Larder, seconded by Olynciw, to separate the previous motion into two.

MOTION PASSED: Unanimous

MOTION by Steward-Gelinas, seconded by Garvin, to approve a recommendations from the Board of Finance a transfer in the amount of **\$25,000** from Capital Improvement Project Line #31121-55852 Town Hall Bathrooms to fund a new Capital and Non-Recurring project line item for **Town Hall Bathroom Refurbishment.**

MOTION PASSED: Unanimous

MOTION by Garvin, seconded by Dembek, to approve a request from the Board of Finance to appropriate **\$212,090** from Capital and Non-Recurring Undesignated Fund Balance Line #205-31520 to fund a new Capital and Non-Recurring project line item for **Town Hall Bathroom Refurbishment.**

MOTION PASSED: Unanimous

RTM Member Radin left.

CALL ITEM 7 – Major/Minor Road Paving

PRESENTATION: *Public Works Director Gary Schneider*

MOTION by Steward-Gelinas, seconded by Rocchetti, to approve the recommendation from the Board of Finance for an appropriation in the amount of **\$1,762,736** from the General Fund Unassigned Balance to a new Capital and Non-Recurring project line item for Major/Minor Collector Road Paving (Niantic River Road, Oil Mill Road, Shore Road and New Shore Rd)

MOTION PASSED: Unanimous

CALL ITEM 8 – BAA Additional Members

MOTION by Steward-Gelinas, seconded by Sugrue, to approve a request from the Board of Assessment Appeals (BAA), pursuant to Town Ordinance 2.08.100 C, to authorize two additional members to the BAA for a term of one year.

MOTION PASSED: Unanimous

CALL ITEM 9 – BAA appointments

MOTION by Sugrue, seconded by Rocchetti, to appoint two members to the Board of Assessment Appeals. (Term 12/05/2022 – 12/03/2023).

NOMINATION by Driscoll, seconded by Childs, to appoint John R. Morgan, 7 West Strand Rd, to the Board of Assessment Appeals. (Term 12/05/2022 – 12/03/2023)

NOMINATION by Rocchetti, seconded by Steward-Gelinas, to appoint Nels Hanson, 41 Westwood Dr, to the Board of Assessment Appeals. (Term 12/05/2022 – 12/03/2023).

VOTING IN FAVOR of both nominations: Unanimous

MORGAN & HANSON appointed to the Board of Assessment Appeals

CALL ITEM 10 – Personnel Review Board Appointments

MOTION by Steward-Gelinas, seconded by Rocchetti, for two appointments to the Personnel Review Board. (Term 12/01/2022 – 11/30/2025)

NOMINATION by Steward-Gelinas, seconded by Rocchetti, to reappoint Krum Chuchev, 55 Colonial Dr, to the Personnel Review Board. (Term 12/01/2022 – 11/30/2025)

NOMINATION by Steward-Gelinas, seconded by Rocchetti,, to reappoint Rikki Wells, 13 Quarry Rd, to the Personnel Review Board. (Term 12/01/2022 – 11/30/2025)

VOTING IN FAVOR of both nominations: Unanimous

CHUCHEV & WELLS appointed to the Personnel Review Board.

CALL ITEM 11 – Social Services Grants Review Board Appointments

MOTION by Steward-Gelinas, seconded by Rocchetti, for two appointments to the Social Services Grants Review Board.

NOMINATION by Driscoll, seconded by Gauthier, to appoint Lindsay Khan to the Social Services Grants Review Board. (Term 12/05/2022 – 12/04/2023)

NOMINATION by Steward-Gelinas, seconded by Rocchetti, to appoint Thomas Dembek to the Social Services Grants Review Board. (Term 12/05/2022 – 12/04/2023)

VOTING IN FAVOR of both nominations: Unanimous

KHAN and DEMBEK appointed to the Social Services Grants Review Board.

CALL ITEM 12 – Ad Hoc Energy Task Force Appointments

MOTION by Steward-Gelinas, seconded by Driscoll, to fill a vacancy on the Ad Hoc Energy Task Force.

NOMINATION by Driscoll, seconded by Childs, to appoint Ursula Moreshead, 59 North Rd, to the Ad Hoc Energy Task Force.

VOTING IN FAVOR: Unanimous

CALL ITEM 13 – Schedule of Regular Meeting

MOTION by Steward-Gelinas, seconded by Driscoll, to accept the schedule of meeting as presented.

MOTION TO AMEND by Driscoll, seconded by Sugrue, the schedule of the May Budget Meeting to still commence on May 1st but be continued on the 3rd, 8th, and 10th of May. (See attachment)

MOTION TO AMEND PASSED: Unanimous

MOTION with AMENDMENT PASSED: Unanimous

CALL ITEM 14 – RTM Budget

MOTION by Steward-Gelinas, seconded by Rocchetti, to approve the budget as presented in the amount of \$18,903. (See attachment)

MOTION by Larder, seconded by Gauthier, to reduce the proposed budget Line Item #10117-52050 by \$12,852.

VOTING IN FAVOR OF REDUCTION: Gauthier, Driscoll, Larder, Childs.

VOTING AGAINST REDUCTION: Attanasio, Bono, Childs, Dembek, Fioravanti, Garvin, Olynciw, Rocchetti, Steward-Gelinas, Sugrue, Welch.

ABSTAINED: Girard

MOTION TO REDUCE FAILED: 4-11-1

VOTING IN FAVOR OF ORIGINAL MOTION: Attanasio, Bono, Childs, Dembek, Driscoll, Fioravanti, Girard, Garvin, Olynciw, Rocchetti, Steward-Gelinas, Sugrue, Welch.

VOTING AGAINST: Gauthier, Larder, Childs.

ORIGINAL MOTION PASSED: 13-3-0 (RTM Member Muckle was unavailable to vote on Item 14)

RTM Member Sugrue left.

NEW BUSINESS:

Representative Larder questioned Attorney Kepple on why CALL ITEM 8 was allowed even though it will result in an appropriation, but she was not allowed to add salaries of the Registrar of Voters to the agenda because it will require an appropriation. Attorney Kepple replied that CALL ITEM 8 will not result in an appropriation, and the BAA will need to go to the BOS for funds.

MOTION by Driscoll, seconded by Steward-Gelinas, to move the subject of the letter from the Registrar of Voters, "Salaries of Registrar of Voters" to the Finance, Wage & Personnel Standing Committee of the RTM.

MOTION PASSED: Unanimous.

MOTION by Gauthier, seconded by Larder, to move the subject of the letter from Waterford Resident Kristine Wilcox, "Review of Feral Cat Management" to the Public Protection & Safety Standing Committee of the RTM.

Friendly amendment was accepted to change the committee to Public Health, Recreation & Environment.

MOTION PASSED: Unanimous

A brief discussion about the issue raised by Maria Lopez in PUBLIC COMMENT ensued. First Selectman Brule will look further into the issue.

The body discussed the need of other boards and commissions to provide for public comment as part of their meetings.

MOTION by Driscoll, seconded by Olynciw, refer the subject of Public Comment on Boards and Commissions to the Legislation and Administration Standing Committee of the RTM.

WITHDRAWN

MOTION by Larder, seconded by Welch, to direct Moderator Goldstein to write a letter to the other committees in town of the need to provide for Public Comment as part of a public meeting.

MOTION PASSED: Unanimous

Representative Olynciw requested that Board of Finance Minutes be included with requests from the Board of Finance.

Town Clerk David Campo and Finance Director Kim Allen said it will be included going forward.

First Selectman Brule informed the body that Waterford Resident John Mullen has been hired as the new Director of Planning.

Representative Larder stated that funds from the Unassigned Fund Balance need to go back to the residents as part of future projects.

Representative Olynciw questioned the lack of progress on the New Town Hall doors. First Selectman Brule stated that he will speak with Director of Public Works Gary Schneider about the progress.

Representative Olynciw noted that the town owns quite a few properties throughout town and a list is needed to develop a plan of action on what to do with all these properties.

MOTION by Olynciw, seconded by Attanasio, to direct the town to develop a list of town owned properties and the reason the town is in possession of said properties.

Discussion ensued.

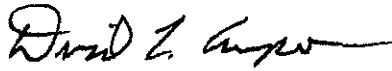
RTM Member Richard Muckle and Chair of the Long Range Fiscal Planning Committee Chair stated he would research the subject as part of his committee.

MOTION was withdrawn.

Attorney Kepple informed the body that the cell tower easement slated for the old land fill on Miner Avenue will be handled by the BOS as a lease.

MOTION by Steward-Gelinas, seconded by Welch, to adjourn at 10:34 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "David L. Campo", with a stylized flourish at the end.

David L. Campo, CCTC
Town Clerk

2022 OCT -7 PM 4:16

Paul Goldstein
TOWN CLERK

E

Paul Goldstein

September 24, 2022

RTM Moderator

Subject: Registrar of Voters (ROV) Salary Increase

Dear Mr. Moderator,

The ROV are requesting a salary increase based on the requirements of the job expanding and the growing emphasis and scrutiny placed on the voting process over the last several years. A recent (July 2022) pay hike for elected officials in the town of Waterford increased our yearly salary 1.1% from \$23,923.56 to where it currently sits at \$24,192.72.

Office duties have increased due to the following:

- DMV voter registration is now automatic unless the person opts out. Waterford voter rolls now top 14,000. More voters create more work processing changes.
- More training required by the Secretary of the State for cybersecurity and new technology.
- The Electronic Registration Information Center (ERIC) is an organization that assists member states in improving the accuracy of its voter rolls. Membership in ERIC increases every year. Six years ago we started with 5 states and now that number stands at 30. This is a good thing but it generates increased workload during our Canvas season.
- FOI requests have greatly increased since 2020. These requests demand time to conduct research to find the documents/answers they are looking for.
- Longtime poll workers have left. Finding, hiring and training capable workers is taking increased time. Each election/primary requires 30-40 workers.
- The expansion of Absentee Ballot options has created a surge of ballots to be processed and counted during the election season requiring additional hires and training.

To give you a sense of what other towns pay can prove difficult to show. The size of the town determines how many hours a ROV will work and then even that is difficult to compare due to some towns using their deputies/assistants in a more active role in day to day operations.

The following towns are similar in size to Waterford and run their offices like we do with the ROV's doing the vast majority of the work and the deputies coming in at busy times of the year (elections, canvas, special projects) unless we are training someone new.

The populations are from the 2020 census. Town of Waterford population is 19,571.

East Lyme: (population 18,693)

ROV salary \$30,000. In addition to their salary, they receive a \$1,250 stipend for each election, primary and referendum.

Montville: (population 18,387)

ROV salary \$22,000. In addition to their salary, they receive a \$375 stipend for each election, primary and referendum.

Berlin: (population 20,175)

ROV salary \$37,000

(Even though they are similar in size to Waterford, they have 1500 more registered voters).

Rocky Hill: (population 20,845)

ROV salary \$26,500 (Their budget includes \$18,000 for their deputies as compared with our \$3,000 for deputies)

We are requesting an increase to \$30,000 per year and asking the RTM to place it on the upcoming agenda.

Thank you.

Patti Waters

Bigi Ebbin

cc: Rob Brule

Dave Campo

Christine Walters

October 7, 2022

To whom it may concern:

I am writing to you because I would like to put forth a motion to the town Council to consider a town ordinance regarding feral cat management. There is a growing problem with the feral cat population especially in the Norman Street neighborhood. There are currently no laws or ordinances allowing the animal control officers to do anything to help slow the growth of the population. I would like to propose a potential solution that will allow them to act on the problem without assuming the responsibility of collecting the feral cats. I would like to propose that if there are known households that are feeding the feral cat community but are not participating with cat rescues to at least try to spay and neuter the animals that they can be cited for neglect by the animal control officer. Once cited the animal control officer can then order that the owner of the home must allow a cat rescue to come in and trap the animals to have them spay and neutered. We have several homes in our neighborhood alone that are currently feeding the population and refuse to allow anybody to trap the animals and so the population is growing. Both the Humane Society and our own ACO are aware of the problem as there have been many complaints filed. Most of the animals are full of parasites and worms and attract predators into our neighborhoods. If Waterford can come up with a functioning policy on feral cat management it could be offered up to other communities as a solution and possibly even implemented statewide using our footprint as a guideline. I hope to be able to speak with the town Council so that we can get this up and running if agreed-upon as soon as possible.

Thank you for your consideration
Kristine Wilcox
53 Vivian St
Waterford

RECEIVED
2022 OCT -7 PM 3:04
TOWN OF WATERFORD

WYFS/WSS Human Services Administrator	Dani Gorman	107,500	89,346	10135-51110	35,596
Human Services Coordinator	Heidi McSwain	58,283	58,283	ARPA	
Senior Services Asst Director	Terry Wheeler	68,000	70,428	10135-51110	2,428.12
Senior Services Office Asst	Donna Payne	56,496	56,714	10135-51210	218.29
Senior Services Technician	Meaghan Lineburgh	40,240	44,630	10135-51210	4,389.80
Senior Services Instructor WSS	Jennifer Bracciale	21,518	21,518	10135-51635	
	Michele Flowers				
	Georgene Foley-Didato				
WYFS Program Coordinator	Joe Trelli	58,044	59,349	10119-51110	1,305.21
WYFS Clerk	Eileen Sullivan	48,803	46,658	10119-51210	-2,145.12
WYFS Receptionist	Linda Geer	15,808	26,595	10119-51210	10,787.00
Instructor WSS/WYFS	Contractors and special revenue				
Clinician WYFS/WSS	Contractors and special revenue				

RECEIVED FOR RECORD
 WATERFORD, CT
 2017 DEC -5 P 6:32
 ATTEST: *[Signature]*
 TOWN CLERK

12-5-2022 RTM

Helen Kwasniewski

Comments:

I cannot attend tonight's meeting BUT I would like me comments to be READ AT THE RTM MEETING since I have taken time to submit my concern/comments.

Item #5 I urge ALL board members to NOT PASS this recommendation. Due to that fact that this elevator is located in the OLD POLICE DEPARTMENT BUILDING as known as the Waterford Youth and Family Center where personnel has dwindle down to approximately 2 people. All of their co-workers at the Waterford Community Center. Bring these workers to the Community Center and closed this building which in turn the Town and residents will be saving all around (heat/ac/maintenance etc.)

Item #6 this line item should NOT PASS by ALL board members. To refurbish Town Hall bathroom to a tune of \$237,090. This is not Foxwoods send this back to the drawing board. Can't the Public Work employees do this work for much less?

Items #8 & 9 Board of Assessment Appeals (BAA) wants two (2) additional members for the revaluation year. The current staff can handle the BAA without increasing staff as well as payroll. These appeals/meeting are 15 minutes long and we do not need all 3 of them at the same meeting with the residents. To ALL board members I urge you NOT TO PASS these items.

Thank you

RECEIVED FOR RECORD
WATERFORD, CT
2022 DEC - 5 P 2:28
ATTEST: *[Signature]*
TOWN CLERK

SHORELINE TRAFFIC ACCIDENT RECONSTRUCTION TEAM

RECEIVED FOR RECORD
WATERFORD, CT

2022 DEC -9 A 11:07

WHEREAS, Section 7-148 cc of the Statutes of the State of Connecticut authorizes municipalities to enter into interlocal agreements; and

ATTEST: *David L. Langer*
TOWN CLERK

WHEREAS, the undersigned municipalities find that the prevention, detection and enforcement of motor vehicle moving violations, driving under the influence violations and other violations can best be served by the creation of a regional approach to law enforcement, resulting in better coordination and less duplication in law enforcement efforts and resources; and

WHEREAS, the undersigned municipalities recognize that investigation of a serious injury or fatal motor vehicle crashes normally requires an investigator to have specialized training and that the trained investigator is a resource, which may be shared and utilized by other members of the agreement; and

WHEREAS, the undersigned municipalities find that an interlocal agreement is beneficial in order to protect the safety and well-being of the citizens of the respective municipalities; and

WHEREAS, the undersigned municipalities wish to cooperate on providing police services and in pursuing grants and raising monies to obtain capital resources in furtherance of these goals under the terms of this agreement;

NOW, THEREFORE, the undersigned municipalities, acting by their respective chief executive officers, duly authorized, mutually agree, pursuant to this Interlocal agreement (hereafter, "Agreement") to establish the Shoreline TRAFFIC Accident Reconstruction Team (hereafter "START") in accordance with the following:

ARTICLE ONE: PROVISION OF PERSONNEL AND EQUIPMENT

1. The chief executive officers of the undersigned municipalities hereby delegate to the chiefs of police of their respective municipalities the authority to determine when the provision of police personnel and equipment best serves the purposes of this agreement.
2. The participating chiefs, hereinafter collectively designated and referred to as the "Board", shall meet periodically as determined by the needs of the Unit, but at least once per year, and each Chief of Police shall have an equal vote on decisions affecting the administration of the START.
3. The chiefs of police, collectively, as the decision-making authority, have the responsibility for the coordination of grant applications and the administration of funding awards and other initiatives.

4. The Board anticipates and agrees to make resources available for at least one full or partial deployment per quarter of personnel and equipment pursuant to this agreement for the duration of this agreement. Additional deployments are authorized, without further action, by the mutual consent of the participating municipalities.
5. During the deployment of personnel and equipment pursuant to this agreement, the officers so deployed shall be deemed members of their respective departments acting to further the goals of this agreement and each shall have the same powers, duties, privileges and immunities as are conferred on the police officers of the municipality in whose jurisdiction the Unit or any of its officers is operating.
6. During an START enforcement deployment, it is expected that the undersigned municipalities shall provide at a minimum the following quantity of personnel and equipment:

One or more police officers and one or more marked and/or unmarked police vehicles.

7. During a START crash investigation deployment, it is expected that the undersigned municipalities shall provide at a minimum the following quantity of personnel and equipment:

One or more police officers trained in advanced crash investigation and/or reconstruction and one or more marked and/or unmarked police vehicles.

8. A municipality may elect not to participate in a deployment if it has a good faith reason to do so. However, each municipality, in its discretion, may determine the extent of its participation in any deployment through the specific assignment of personnel and equipment.
9. The Board shall appoint collectively a supervisor from one of the participating departments to function as the START Unit Commander. The Unit Commander must at least hold the rank of sergeant in his/her department. The Board acknowledges appointment of a Unit Commander is necessary to maintain continuity of the unit and its members especially in the area of serious injury and fatal crash investigation. It will be preferable that the Unit Commander have experience and training in the area of advanced crash investigation and/or reconstruction. An administrative supervisor will be assigned to oversee each of the START teams. The administrative supervisor will also act as the START Unit Commander when the Unit Commander is not present. The team supervisors must meet the same conditions as set forth for the START Unit Commander.
10. The START Unit Commander will act as the liaison between the departments for all activities of the unit.

11. During each full deployment, the host municipality, which is the municipality requesting the services, shall make every effort to provide a sergeant or higher-ranking officer to coordinate operations with the START Unit Commander while in the field.
12. It is understood that smaller scale deployments or partial deployments between two or more agreement members may take place under this agreement.

ARTICLE TWO: DUTIES OF PERSONNEL

1. All personnel assigned to a deployment shall be subordinate to the host department's supervising officer.
2. Each officer assigned to START shall wear the officer's regular department uniform or the unit's approved uniform.
3. All non-custodial citations issued pursuant to this agreement shall be processed through the issuing officer's department. All custodial arrests or investigations shall be processed in a manner designated by the host agency.
4. The host agency shall prepare and distribute to all participating departments an operations plan for each planned deployment of a non-emergency nature.

ARTICLE THREE: REIMBURSEMENT AND LIABILITY

1. Each participating municipality agrees that it shall be responsible for its respective police department expenses incurred while participating in each deployment, whether that municipality's equipment and personnel was operating within or without its own jurisdiction. Any entitlement to reimbursement, except as stated herein, is hereby waived by the chief executive officer of each municipality that is a party to this agreement. Such expenses may include, but are not limited to:
 - a) The actual payroll (including overtime) cost to the municipalities of all personnel assigned;
 - b) The replacement cost of all equipment lost, destroyed or made unavailable for further service as a result of proper use in a START deployment. Nothing in this section waives a municipality's right to seek reimbursement for equipment lost or destroyed negligently, recklessly, willfully, or purposefully.
 - c) Fuel and maintenance for police cars;
 - d) The cost of repairing damaged equipment;

- e) Awards for death, disability or injury to personnel arising as a result of services provided pursuant to this agreement to the extent that such awards exceed Worker's Compensation coverage;
 - f) Worker's Compensation claims as set forth in C.G.S. 31-275, et seq.;
 - g) Survivor's benefits as set forth in C.G.S. 7-323.
2. In the event outside funding becomes available to pay for the expenses of the municipalities operating under this agreement such funds shall be allocated among the participating municipalities on a proportional cost basis agreed to in advance. This does not include subrogation. The proportional cost basis may be adjusted to each deployment or initiative depending on the location of the host, number of personnel assigned to the deployment by each agency, etc.
 3. The services performed under this agreement shall be deemed for public and governmental purposes, and all immunities from liability enjoyed by the local government within its boundaries shall extend to its participation under this agreement outside its boundaries.
 4. Each municipality shall indemnify and hold harmless the other municipalities to this agreement from all claims, including, but not limited to, third party claims, for property damage or personal injury (including death) which may arise out of and be attributable to a municipality or to the actions of those acting on behalf of each municipality. Each town shall be liable only for their own percentage of negligence as determined by the courts or a jury.

ARTICLE FOUR: APPOINTMENT OF A DEPOSITORY MUNICIPALITY, PURSUIT OF REGIONAL GRANT INITIATIVES, AND REVENUE SHARING/USAGE

1. Appointment of a Depository Municipality; Functions of Depository Municipality
 - a) The Board of START shall mutually select a depository municipality from one of the members of START which shall receive and hold in trust for START all monies obtained by START from grants or other sources. Said monies shall be held in a special revenue account (hereafter, the "START Joint Account") or an account with like budgetary permissions that will allow the convenient use of said funds as needed by START. The depository municipality agrees, in furtherance of the goals of this agreement, to pass any ordinance or resolution required by its own municipal Charter in order to effectuate the creation of said START Joint Account.
 - b) Upon a request from any member municipality, the depository municipality shall provide an accounting of all funds contained in the START Joint Account.

c) Upon affirmative vote of two-thirds of the member municipalities, the depository municipality may be changed. Upon a vote to change the depository municipality, the prior depository municipality shall, within 60 days of said vote, turn over all funds and provide a full accounting to the successor depository municipality.

d) In the event that a depository municipality withdraws from START or no longer wishes to serve in said capacity, a successor depository municipality shall be appointed by the members of START. At such time, the prior depository municipality shall, within 60 days of said appointment, turn over all funds and equipment purchased with funds from the Shared Revenue Account to the successor municipality. The prior depository municipality shall, within 60 days, provide a full accounting, and an itemized list of transferred equipment to the successor depository municipality.

2. Pursuit of Regional Grant Initiatives, Development of Capital Goals

a) It shall be an essential function and purpose of START to pursue grants and other initiatives to raise monies in order to purchase capital resources to further the purposes of this agreement.

b) From time to time, and as necessary, START shall meet to develop a short-term (1 year) and long term (5-year) capital plan for the START. The monies raised pursuant to this agreement shall be utilized to further the capital goals set by START.

3. Revenue Sharing

a) All revenue raised and remitted to the START Joint Account shall be shared and used for the collaborative and joint purposes of the START. Nothing in this provision shall be construed to conflict with or alter the reimbursement or funding provisions of Article III regarding deployments.

b) Expenditures from the START Joint Account of \$500 or less can be made by the Unit Commander, without prior approval. All expenditures greater than \$500 from the START Joint Account shall require the unanimous vote of all START member municipalities in writing via electronic mail (e-mail).

c) Any property obtained with funds from the START Joint Account shall be considered property of the depository municipality, held for the benefit of itself and all other START municipalities. No property obtained with monies from the START Joint Account or with funds attributable to said account shall be sold, modified, gifted, or otherwise transferred without the unanimous vote of all member municipalities in writing.

d) Any depository municipality which misappropriates funds from the START Joint Account or otherwise disposes of property obtained with START funds in violation of

this section shall be liable to all of the other member municipalities for the loss to START and any and all costs, including court costs and attorney's fees, incurred in recovering said funds or property from the depository municipality or any other third party.

- e) Funds from the START Joint Account are intended for equipment and services for the unit and shall not be used to pay salary or overtime to START members.

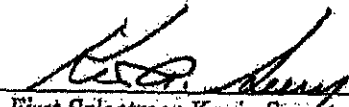
ARTICLE FIVE: MISCELLANEOUS

1. The Chief of Police of the municipality providing assistance may, if necessary to protect the safety and well-being of said municipality, recall any personnel or equipment provided pursuant to this agreement.
2. Withdrawal from this agreement by any municipality hereto shall be made by thirty (30) days' written notice to all other municipalities but shall not terminate the agreement among the remaining municipalities.
3. If any provision of this agreement shall be unlawful, void, or for any reason unenforceable, then that provision shall be deemed severable from this agreement and shall not affect the validity and enforceability of any remaining provisions.
4. This Agreement contains the entire understanding between the parties hereto and supersedes any and all prior understandings, negotiations, and agreements whether written or oral, between them respecting the written subject matter, hereof.
5. This Agreement, to the extent permitted herein, shall inure to the benefit of and be binding upon the parties hereto and any and all successors and assigns.
6. This Agreement shall be governed by and construed in accordance with the laws and relevant ordinances and regulations of the State of Connecticut and the participating municipalities.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as follows:

TOWN OF EAST LYME:

BY:


First Selectman Kevin Seery

Dated:

12/09/2022

TOWN OF WATERFORD:

BY:

Robert Brule
First Selectman Robert Brule

Dated:

12/9/2022

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553
www.waterfordct.org

**REPRESENTATIVE TOWN MEETING
2023 REGULAR MEETING SCHEDULE
7:00pm – Waterford Town Hall Auditorium**

February 6, 2023

April 3, 2023

May 1, 3, 8 and 10, 2023 (FY24 Annual Budget Meeting)

June 5, 2023

August 7, 2023

October 2, 2023

December 4, 2023 (Annual Meeting)

TOWN OF WATERFORD
GENERAL FUND
2023-2024 PROPOSED BUDGET

DEPT/AGENCY: 10117 REPRESENTATIVE TOWN MEETING

LINE ITEM	DESCRIPTION	2021/2022 ACTUAL EXPENDED	2022/2023 RIM APPROP.	2021/2022 ADDITIONAL TRANSFERS	ACTUAL EXPEND & ENCUMBR 06/01/24	2023/2024 DEPT AGENCY REQUEST	2023/2023 APPROVED RD/COMM
	PERSONNEL COSTS						
51210	CLERICAL/TECHNICAL	0	1			1	
51920	F.I.C.A						
	SUBTOTAL	0	1	0	0	1	0
	SERVICES						
52010	ADVERTISING	3,345	6,000			6,000	
52020	POSTAGE	0	50			50	
52050	DUES, CONFERENCES, EDUC.	12,852	12,852			12,852	
	SUBTOTAL	16,197	18,902	0	0	18,902	0
	DEPARTMENT TOTAL	16,197	18,903	0	0	18,903	0

ATTEST: 
TOWN CLERK

2022 NOV 18 A 11: 36
RECEIVED FOR RECORD
WATERFORD, CT

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553
www.waterfordct.org

D

Date: 1/5/23

To: All Waterford Boards & Commissions,

At the RTM Regular Meeting on October 3, 2022 discussion took place regarding the need to provide public comment at public meetings for all Waterford Boards and Commissions. Further discussion and deliberations took place at the December 5, 2022 Regular RTM Meeting. The consensus of the RTM was that Public Comment is vital to an inclusive and transparent government and should be part of Public Meetings. The RTM strongly recommends moving forward that all Waterford Boards and Commissions make Public Comment an agenda item as part of their meetings. The RTM recognizes that the timing and scope of such public comment is best left to the judgement of each Board or Commission.

Sincerely,

Paul Goldstein, Moderator RTM

RECEIVED FOR RECORD
WATERFORD, CT
2023 JAN -9 A 8:15
ATTEST:
TOWN CLERK

TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
October 1, 2022 through December 31, 2022

RECEIVED FOR RECORD
WATERFORD, CT

2022 DEC 21 A 11: 50

1: PUBLIC HEALTH

1.2 COVID-19 Testing

Wfd-1.2-01 COVID Test Kits PROJECT COMPLETE

1.5 Personal Protective Equipment

Wfd-1.5-01 PPE Supplies

1.7 Other COVID-19 Public Health Expenses

Wfd-1.7-01 First Responder CADlink Equipment and Software

Wfd-1.7-02 ESO Fire RMS Software PROJECT COMPLETE

Wfd-1.7-03 Dispatch Upgrades PROJECT COMPLETE

1.12 Mental Health Services

Wfd-1.12-01 Human Services Coordinator

1.14 Other COVID-19 Public Health Services

Wfd-1.14-01 LedgeLight Health District PROJECT COMPLETE

2: NEGATIVE ECONOMIC IMPACTS

2.32 Small Business Economic Assistance (General)

Wfd-2.32-01 Waterford Small Business Grants

2.35 Aid to Tourism, Travel or Hospitality

Wfd-2.35-01 Eugene O'Neill Theater

NEGATIVE ECONOMIC IMPACTS SUBTOTAL

BUDGET	ENCUMBERED	TOTAL	EXPENDED	BALANCE AVAILABLE

\$ 3,500.00 \$ - \$ 3,499.84 \$ -

\$ 1,000.00 \$ - \$ - \$ 1,000.00

\$ 80,570.00 \$ 1,308.68 \$ 69,363.69 \$ 9,897.63

\$ 10,924.00 \$ - \$ 10,923.95 \$ 0.05

\$ 266,101.00 \$ 207,374.78 \$ 58,726.22 \$ -

\$ 55,479.00 \$ - \$ 55,478.90 \$ 0.10

PUBLIC HEALTH SUBTOTAL \$ 417,574.00 \$ 208,683.46 \$ 197,992.60 \$ 10,897.78

\$ 300,000.00 \$ 22,000.00 \$ 122,746.20 \$ 155,253.80

\$ 588,765.00 \$ 1,500.00 \$ 60,147.94 \$ 527,117.06

\$ 888,765.00 \$ 23,500.00 \$ 182,894.14 \$ 682,370.86

TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
October 1, 2022 through December 31, 2022

		BUDGET	TOTAL ENCUMBERED	TOTAL EXPENDED	BALANCE AVAILABLE
5: INFRASTRUCTURE					
5.5 Clean Water: Other Sewer Infrastructure					
Wfd-5.5-01	Cross Road Pump Station Upgrade PROJECT CANCELLED	\$ 54,361.28	\$ -	\$ 54,361.28	\$ -
Wfd-5.5-02	Old Norwich Road Pump Station Upgrade	\$ 1,097,938.72			\$ 1,097,938.72
Wfd-5.5-03	Gorman Pump Station Control Panels Upgrade	\$ 163,750.00			\$ 163,750.00
5.14 Drinking Water: Storage					
Wfd-5.14-01	Fargo Lane Water Tower Rehab	\$ 1,200,000.00	\$ 39,499.95	\$ 19,500.05	\$ 1,141,000.00
5.21 Broadband: Other Projects					
Wfd-5.21-01	Broadband/Security Upgrades at Pump Stations	\$ 680,322.00	\$ -	\$ 5,574.00	\$ 674,748.00
INFRASTRUCTURE SUBTOTAL		\$ 3,196,372.00	\$ 39,499.95	\$ 79,435.33	\$ 3,077,436.72
6: REVENUE REPLACEMENT					
6.1 Wfd-6.1-01 Civic Triangle Park ADA Revitalization					
Wfd-6.1-02	Town GIS Updates	\$ 950,000.00	\$ 32,289.65	\$ 259.95	\$ 917,450.40
Wfd-5.21-02	Cyber Security PROJECT COMPLETE	\$ 37,500.00	\$ 22,598.97	\$ 14,901.03	\$ -
Wfd-5.21-02	Cyber Security PROJECT COMPLETE	\$ 25,168.00	\$ -	\$ 25,168.00	\$ -
REVENUE REPLACEMENT SUBTOTAL		\$ 1,012,668.00	\$ 54,888.62	\$ 40,328.98	\$ 917,450.40
TOTAL		\$ 5,515,379.00	\$ 326,572.03	\$ 500,651.05	\$ 4,688,155.76

MODERATOR'S REPORT

Representative Town Meeting

December 6, 2023

F

Matters Currently in Standing Committees

LEGISLATION & ADMINISTRATION

Review of Chapter 2.56 – Economic Development Commission, RTC 06/06/22

Review how the RTM considers recommendations for committee assignments,
RTC 06/06/22

EDUCATION

FINANCE, WAGE & PERSONNEL

Salaries of Registrar of Voters. (RTC 12-05-2022)

PUBLIC HEALTH, RECREATION & ENVIRONMENT

Review of Noise Ordinance, Noise Control – Chapter 9.06, RTC 10/04/21

Review of Feral Cat Management, RTC 12/05/2022

PUBLIC PROTECTION & SAFETY

Review of Ordinance 2.36 – Volunteer Firefighters Incentive Program, RTC 06/06/22

Fire Marshall Permits Fee Schedule Ordinance, RTC 10/03/22

PUBLIC WORKS, PLANNING & DEVELOPMENT

Short Term Rentals, RTC 12/06/21

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553
www.waterfordct.org

1

December 8, 2022

Mr. Paul Goldstein
Moderator, Representative Town Meeting
15 Rope Ferry Road
Waterford, CT 06385

Moderator Goldstein:

At the Board of Finance meeting held Wednesday, December 7, 2022, the Board approved a request for an additional appropriation in the amount of \$86,016 from Capital Undesignated line #205-31520 for updating/renovating the evidence room and armory at the Police Department. This letter forwards the BOF-approved appropriation request for RTM approval.

I respectfully request you place this item on the agenda of the next meeting of the Representative Town Meeting. Copies of justification documentation are attached hereto.

Respectfully Submitted,

Glenn Patterson
Chairman, Board of Finance

Attachments

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553
www.waterfordct.org

December 12, 2022

Mr. Glenn Patterson
Chairman
Board of Finance
15 Rope Ferry Road
Waterford, CT 06385

Dear Chairman Patterson,

The Board of Selectmen, at the meeting on Tuesday, December 06, 2022 voted to approve the following request for an additional appropriation;

Police Department: To consider and act on the following request for an additional appropriation to fund a new Capital Improvement Project from the Chief of Police, Marc Balestracci, in the amount of \$88,016 to update the Evidence Room and Armory within the Police Department.

Therefore, I respectfully request that you consider and act on this request. I have attached pertinent back up material from the designated department.

Sincerely,

Robert Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance



**WATERFORD POLICE DEPARTMENT
41 AVERY LANE
WATERFORD, CT 06385-2819**



**Marc Balestracci
Police Chief**

**(860) 442-9451 TEL.
mbalestracci@waterfordct.org**

To: Finance Director Kim Allen
Cc: First Selectman Rob Brule
From: Marc Balestracci, Chief of Police
Date: December 8, 2022
Re: Capital Improvement Projects (amended memo)

The Waterford Police Department plans to request two large renovation projects in the 2023-2024 town capital improvement plan. These projects, totaling \$86,016, are to update the evidence room and armory within the police department. These projects are needed for several reasons including more secure areas to hold evidence, dedicated workspaces for officer safety when handling dangerous substances and weapons and chain of custody improvements for court and liability concerns.

In addition, the police accountability bill requires police departments in the state to be accredited by 2025. As we navigate through the lengthy process, which includes our first site visit from the state on February 16, 2023, we need to reach acceptable standards in these two areas.

As we have concerns about the cost of these projects increasing and the time it takes from funding request to project completion, we are requesting this project be funded prior to the 2023-2024 capital improvement request.

Thank you for any consideration.

Thank you,

Marc Balestracci
Chief of Police
Waterford Police Department

**TOWN OF WATERFORD
CAPITAL IMPROVEMENT PLAN
PROJECT CONSOLIDATION FORM FY 2024-2028**

Waterford Police Dept.								
DEPT PRIORITY	PROJECT NAME	FUNDING SOURCE	FISCAL YEAR 2023-2024	FISCAL YEAR 2024-2025	FISCAL YEAR 2025-2026	FISCAL YEAR 2026-2027	FISCAL YEAR 2027-2028	TOTAL
1	Evidence Room Update	1	66,658					66,658
2	Armory Update	1	19,358					19,358
3	Cell Block/Kitchen Update	1		25,000				25,000
4	SRT NV Equipment	1		35,000				35,000
5	Marine Vessel Updates (Shared cost with East Lyme)	1			40,000			40,000
6	Speed Trailers	1			28,000			28,000
7	Locker Rooms Update (3 year project)	3				73,000	73,000	146,000
								0
								0
								0
								0
								0
	TOTALS		86,016	60,000	68,000	73,000	73,000	360,016

INDEX TO FUNDING SOURCES.

- | | |
|---|---|
| 1 | CURRENT YEAR CAPITAL IMPROVEMENTS |
| 2 | UTILITY BUDGET/SEWER CAPITAL MAINTENANCE FUND |
| 3 | TRANSFER TO CAPITAL & NONRECURRING. |
| 4 | SHORT AND LONG TERM DEBT FINANCING |
| 5 | LoCIP |
| 6 | CNR UNDESIGNATED FUND BALANCE |
| 7 | FEDERAL/STATE GRANTS |
| 8 | OTHER FUNDING |

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM
2023-2024 FISCAL YEAR REQUEST**

DEPARTMENT/AGENCY Waterford Police Department	CONTACT PERSON Chief Marc Balestracci
PROJECT NAME Evidence Room Update	DEPARTMENT PRIORITY 1

1	DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project) The Evidence Room of the Police Department requires a high level of security of the property and evidence held within, and has become a highly scrutinized area within law enforcement. The current evidence room has not received consistent updating since the building was originally built, and utilizes repurposed shelving, free-standing gym lockers and a make shift evidence processing table and workstation for the Evidence Officer. Accreditation standards imposed by the Police Accountability Bill have required that some of the components requested be implemented. The requested upgrades would modernize the space with significantly more secure evidence holding components, provide dedicated workspaces for officers to safely process evidence including dangerous substances and improve security and chain of custody concerns.																																																																														
2	PROJECT STATUS IF IN PROGRESS																																																																														
3	LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST																																																																														
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7	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="8" style="text-align: center;">COST/FUNDING SOURCE</th> </tr> <tr> <th style="width: 35%;">FUNDING SOURCE</th> <th style="width: 10%;">APPROVED FUNDING TO DATE</th> <th style="width: 10%;">FY2024</th> <th style="width: 10%;">FY2025</th> <th style="width: 10%;">FY2026</th> <th style="width: 10%;">FY2027</th> <th style="width: 10%;">FY2028</th> </tr> </thead> <tbody> <tr> <td>1 Current Year Capital</td> <td style="text-align: right;">0</td> <td style="text-align: right;">66,658</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2 Utility Budget/Sewer Cap Maint Fund</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3 Transfer to CNR</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>4 Short/Long-term Bonds</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>5 LoCIP (detail in section 5 above)</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>6 CNR Undesignated Fund Balance</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>7 Federal/State Grants (detail in section 5)</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>8 Other Funding (detail in section 5 above)</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTALS</td> <td style="text-align: right;">0</td> <td style="text-align: right;">66,658</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> </tr> </tbody> </table>	COST/FUNDING SOURCE								FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2024	FY2025	FY2026	FY2027	FY2028	1 Current Year Capital	0	66,658					2 Utility Budget/Sewer Cap Maint Fund							3 Transfer to CNR							4 Short/Long-term Bonds							5 LoCIP (detail in section 5 above)							6 CNR Undesignated Fund Balance							7 Federal/State Grants (detail in section 5)							8 Other Funding (detail in section 5 above)							TOTALS	0	66,658	0	0	0	0
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**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM
2023-2024 FISCAL YEAR REQUEST**

DEPARTMENT/AGENCY

Waterford Police Department

CONTACT PERSON

Chief Marc Balestracci

PROJECT NAME

Armory Update

DEPARTMENT PRIORITY

2

1 DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)

The Armory of the Police Department requires a high level of security for the weapons and ammunition held within. The current armory has not received updating since the building was originally built, and utilizes cabinets that are broken and in a state of disrepair. It holds a make shift weapons cleaning table and workstation for the range officers and the blast resistant lighting fixtures need replacing as the lighting conditions are very poor. The requested upgrades would modernize the space with significantly more secure holding components, provide dedicated workspaces for officers to safely clean and maintain the department's weapons and improve security and chain of custody concerns.

2 PROJECT STATUS IF IN PROGRESS

3 LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST

4 DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)

5 GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)

6 ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)

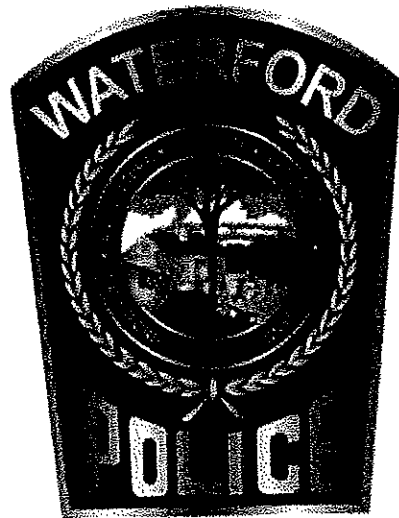
7 COST/FUNDING SOURCE

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2024	FY2025	FY2026	FY2027	FY2028
1	Current Year Capital	0	19,358				
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR						
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	0	19,358	0	0	0	0



This Estimate is Prepared For:

Waterford Police Department



41 Avery Lane,
Waterford CT 06320

61 W Main St | Mystic, CT 06355
[O] 860-536-7663 |[F] (860) 536-7674 |[E] info@advimpllc.com |

Advanced Improvements LLC HIC #0607800 NIC #0011904



Date 11/10/2021

Proposal for the Waterford Police Department

Job Location: 41 Avery Lane, Waterford CT 06320

This estimate is to frame a variety of walls in the evidence/locker room as presented on hand-drawing. This estimate includes framing with metal studs, three 36" doors, sheetrock, tape, sand, and primer the walls, relocate sprinkler system as needed for the work area, build lower cabinets with countertop area as presented on drawings. This price does not include any electrical or data.

Evidence Room

- Mobilize
- Frame area presented with metal studs
- Relocate sprinkler system at affect work area only
- Framing to take place just above ceiling grid
- Install 3 solid doors
- Install 5/8 Sheetrock
- Tape & Sand
- Primer & Paint
- Install four 18" lower cabinets
- Install countertop with solid surface
 - Selection to be determined at time of construction

Total Labor & Material: \$23,267.00

Countertop on lower cabinets

- Install countertop with solid surface
 - Selection to be determined at time of construction

Total Labor & Material: \$1,500.00

61 W Main St | Mystic, CT 06355
[O] 860-536-7663 |[F] (860) 536-7674 |[E] info@advimpllc.com |

Advanced Improvements LLC HIC #0607800 NIC #0011904



Dumpster

- Haul Away Debris

Total Labor & Material: \$375.00

Customer Courtesy Discount for Public Safety Service: - \$750.00

Advanced Group's dumpster and permit fees are included in this proposal.

*Advanced Group proposes to furnish all material & labor complete
in accordance with specifications above.*

Grand Total

\$24,392.00

*This price does not include sales tax. If sales tax is applicable, it will be added to each invoice.

**Any additional scope of work beyond listed scope of work will be considered a change order for the client.

*** Advanced Group recommends a professional lawn care company be contacted to ensure proper regrowth of disturbed areas.

61 W Main St | Mystic, CT 06355

[O] 860-536-7663 | [F] (860) 536-7674 | [E] info@advimpllc.com |

Advanced Improvements LLC HIC #0607800 NIC #0011904



D/E/F Services Group, Ltd

1171 Voluntown Rd., Griswold, CT 06351

(860) 376-4896, Fax (860) 376-1213

(AA/EOE)

"The Value of One"

October 25, 2021

Low Voltage

SUBJECT: Waterford PD Evidence Room Data and Electrical Changes

D/E/F Services Group, Ltd is proud to present the following proposal to Town of Waterford for labor and material to install data and electrical wiring at the Police Dept.

Project Scope

- D/E/F will install a new 8' light fixture to replace the existing one on the ceiling above the north wall of the evidence room
- D/E/F will install a new duplex outlet receptacle and 2 single outlet receptacles in a newly constructed wall
- D/E/F will install a new Duplex 120 receptacle and a double data Cat 6 Location in the new "East Lyme" area of the Evidence Room
- D/E/F will install a new 120 volt circuit in the "East Lyme" area and a new circuit in the "Waterford Area"
- Light's within the original room will be separated so that each newly separated area will be on its own light switch
- D/E/F will install two new single data locations in the ceiling to be used for the installation of future IP cameras
 - Install of cameras by others

Cost: \$3,150.00

Statement of Clarifications and Exclusions:

- Bid Bond, Performance and Payment Bonds are **excluded**
- Installation of additional grounding methods/means is **excluded**
- Any and all utility fees and/or usage charges for power is **excluded**
- Dumpster, trash / debris removal from site is **excluded**
- Saw-cut slab and Patch to Match is **excluded**
- Any and all site work outside of scope is **excluded**
- Overtime / additional time caused by delays due to other trades or schedule acceleration is **excluded**
- Additional work requested by customer will be performed on a **Time & Material** basis with labor at current service rate (\$85.00/hour at standard rates and \$150.00/hour at prevailing wage rates) and material at cost plus 20% with all applicable taxes and fees.
- This proposal is contingent upon a complete scope review between the authorized personnel and D/E/F Services to ensure over-all project intent.

Commercial Clarifications:

1. For projects with an estimated completion time of **forty-five (45) days or less**, a down payment of 1/3 of the contract total is due upon contract signing. Another payment of 1/3 of the contract total is due upon completion of rough-in inspection. The remainder of the contract is to be paid out upon completion of work.
2. For projects with an estimated completion time **over forty-five (45) days**, project billing will be monthly or as a project section or unit is completed and payment is required no more than **net thirty (30) days**.
3. Paid when paid will not be an acceptable contract option.
4. Retention will not be more than 30 days / 90 days upon project substantial completion @ 7.5%
5. This proposal is valid for a period of thirty (30) days.
6. State of Connecticut sales tax is **excluded** in this proposal
7. Fee for required permits has been **excluded**
8. All work to be performed 7:00 AM to 3:30 PM Monday through Friday, excluding holidays and overtime.

Warrants:

All work is warranted for a period of one year from substantial completion.

Schedule:

D/E/F Services Group could be on site and prepared to start installation within (15) days after receipt of a purchase order or notice to proceed.

If you have any questions regarding this proposal, please do not hesitate to call us.

Please sign and return this proposal (below) if this proposal is acceptable and you would like begin coordination to proceed.

Regards,

David Hatch
Low Voltage Project Manager
DHatch@DEFWiring.com
Direct # (860) 213-0081

D/E/F SERVICES GROUP:

By: _____
Name: _____
Title: _____
Date: _____

CUSTOMER:

By: _____
Name: _____
Title: _____
Date: _____

Purchase
order: _____

To initiate order please

1. Fax back to 860.376-1213, or
2. Email copy to dhtach@defsg.com

**Dell OptiPlex 5000 - SFF - Core i7 12700 2.1 GHz -
vPro Essentials - 16 GB**

MFG.PART: 9KEHT CDW PART: 7056884 UNSPSC: 43211507

\$1,254.99

Advertised Price

Quick tech specs

- SFF
- vPro Essentials
- SSD 256 GB
- Class 35
- UHD Graphics 770
- Win 10 Pro (includes Win 11 Pro License)
- BTS
- Disti SNS
- Core i7 12700 / 2.1 GHz
- RAM 16 GB
- NVMe
- DVD-Writer
- GigE
- monitor: none
- with 3 Years Hardware Service with Onsite/In-Home Service After Remote Diagnosis

ASUS VP28UQG - LED Monitor - 4K - 28"

MFG.PART: VP28UQG CDW PART: 4888896 UNSPSC: 43211902

\$266.32

Shopping Cart

Forward

Add Product by Model #

Model #	Description	Qty	Price	Total	Remove
H-1538	Wide Span Storage Rack - Particle Board, 96 x 18 x 84"	4	\$336.00/EA	\$1,344.00	
X Free H-2215 Rubber Mallet with any \$200+ <u>Wide Span Shelving</u> order. Enter SP230 in the Sale Code box below.					
H-6366GR	Vertical File Cabinet - Legal, 4 Drawer, Light Gray	4	\$415.00/EA	\$1,660.00	
X Related Products available: <u>May We Suggest</u>					
				SUBTOTAL = \$3,004.00	

Update

Checkout

Shipping | Sale Code:

Add

Questions?

\$300+ orders are eligible for a free item.



WATERFALL DRAINAGE LOCKER

BRITTANY CORMIER
SEPTEMBER 21, 2022

CORPORATE OVERVIEW

STORAGE SOLUTIONIST

Donnegan Systems was established in 1976 and is a storage solutions provider offering space planning and innovative storage solutions. We handle various industrial, distribution, manufacturing, office, public safety, agriculture, higher education, healthcare, and commercial projects in the New England and Eastern New York markets.

Donnegan Systems is a leader in providing value-added storage solutions to our customers by creating a successful partnership with them throughout the entirety of the project. We pledge to establish lasting relationships with our customers by exceeding their expectations and gaining their trust through exceptional performance by every member of the Donnegan Systems team.

OUR MISSION

Dedication to providing quality products, technical and management services to our customers. We will strive to implement a long-term relationship with our clients based on safety, quality, timely service, and anticipating their needs. To help fulfill this mission, we will treat all employees fairly and involve them in the quality improvement process to insure responsiveness and cost-effective work execution.



TESTIMONIAL

"Your crew finished up yesterday afternoon. I'd like to let you know how much we appreciated their speed and professionalism with the installation. It looked like a huge job to us, but they made it look easy.

Thanks for all your help and looking forward to working with you with future projects." - *Chief of Police*

"I just wanted to pass along my compliments on the fine work your crew did in delivering, assembling, and placing the new locker system for us. The foreman on the job was very personable, and extremely efficient and accommodating. He checked with my Colleague and I throughout the project to ensure everything was placed and assembled to our specs, and at the end, did a walkthrough to show us all the features of the new locker system. And not only did they clean up all the shipping material, but they left the room cleaner than when they arrived.

We were very impressed, and they did a first class job of represented your company." - *Management Assistant*

WATERFORD CT POLICE DEPARTMENT EVIDENCE LOCKER

LIEUTENANT DAVID P. FERLAND

41 AVERY LANE
WATERFORD, CT 06385

Thank you very much for this opportunity and your business!

Date:	September 21, 2022
Proposal:	DONN-092122-2
Presented by:	Brittany Cormier
Office:	(800)222-6311 ext. 227
Cell:	(508)320-1060
Fax:	(508)393-3974
Website:	www.donnegan.com

It is understood that the recommendations herein are intended for consideration only by your organization and that the detailed operating advantages are obtainable through the integrated utilization of Donnegan Systems, Inc.'s products and services. Under no circumstances should this information be supplied to anyone not authorized by Donnegan Systems, Inc.

**Donnegan Systems, Inc.
170 Bartlett Street
Northborough, MA 01532**

** This proposal is valid for 14 days*



Contents

Contents	i
1 Equipment Specifications	1
2 Investment Profile	2
3 Customer Acceptance	3
4 Schedule of Values	5
5 Standard Terms and Conditions	6
6 Conditions of Contract	8
7 Appendix	10

7

EQUIPMENT SPECIFICATIONS

Spacesaver Pass Through Evidence Locker with Refrigerated unit

- 98" W x 24" D x 93" H
- 3 Sections, E1 36" W with 2 doors, E2 24" W with 4 doors, E3 36" W with 10 doors including fridge
- 3 Compartment fridge
- Pass through mail slot
- Perforated back door
- Push button locks
- Customer Responsible for rough wall opening

2

INVESTMENT PROFILE

Spacesaver Pass Through Evidence Locker with Refrigerated unit and Mail Slot		Total Price
Evidence Locker:		
•		\$32,940.00
Installation:		
• Donnegan Systems, Inc. to deliver and install 1 Evidence Locker		
• Installation to take place during normal business hours M-F 7-5		\$900.00
• Non-Union Rate		
Freight:		
• SHIPPER PREPAYS FREIGHT – ADDS TO CUSTOMER INVOICE		
• Due to volatility in freight charges, the shipping cost provided on this quote is an ESTIMATE only. Freight costs and the number of truckloads may change. The actual freight cost will be charged at the time of shipment OR on the final invoice.		\$750.00
Total Price * State Sales Tax, if applicable, is not included *		\$34,590.00

3

CUSTOMER ACCEPTANCE

FINISH SELECTION & ORDER ENTRY PROCESS

Finish Selection:

End Panels: _____ (if applicable, see appendix)
Shelving: _____ (if applicable, see appendix)
Lockers: _____ (if applicable, see appendix)
Type of Floor Covering: _____ (if applicable, see appendix)

Order Entry Checklist:

Sign off on drawing: _____
Sign off on proposal description: _____
Submittal of purchase order: _____
Submittal of one-half deposit: _____

Acceptance

Donnegan Systems, Inc. President Donnegan Systems

Donnegan Systems, Inc. Brittany Cormier

Customer: Waterford CT Police Department Evidence Locker

Notes:

1. Please circle or fill in the above selections at the time of order placement.
2. Pricing is based on standard finish selections. All custom paint finishes (indicated by bold print or in the metallic family) have an up-charge.
3. It is the customer's responsibility to see that the above checklist items have been addressed before the submittal of the purchase order.

Purchase Orders:

Purchase orders should be made out to the following:

Donnegan Systems, Inc.
170 Bartlett Street
Northborough, MA 01532
Fax# (508)393-5601

Please include finish selections, ship to address, contact name and phone number on your purchase order.

Installation and Support:

All installation work is performed by insured and factory-trained system installers, ensuring high-quality workmanship and accountability. Donnegan Systems, Inc. will coordinate installation with your schedule. All labor is based on straight time labor during normal working hours (7 a.m. to 3:30 p.m.). If overtime is required, additional costs will be incurred.

Terms and Conditions:

Enclosed are the standard terms and conditions of Donnegan Systems, Inc. Please note that a non-refundable down payment of one-half of the contract amount is due within ten calendar days of contract award.

Leasing Options:

Leasing options are now available. Leasing payment plans eliminate the need to fund the total purchase price, maintain your company's capital, and free up valuable bank credit lines. Please let us know if you want more information about this payment option.

4

SCHEDULE OF VALUES

Schedule of Contract Values		
Donnegan Systems, Inc.		
Project Name:	Waterford CT Police Department Evidence Locker	
Total Project Value:	\$34,590.00	<i>* Does not include State Sales Tax</i>
Item No.	Description of Work	Total
1.	½ Deposit for Material Release - Due at time of order	\$17,295.00
2.	2 nd Payment - Due on shipment of product from manufacturer	\$8,647.50
3.	3 rd Payment - Due upon completion of product installation	\$8,647.50
Grand Total:		\$34,590.00

5

STANDARD TERMS AND CONDITIONS

The following are the standard terms and conditions of sale for Donnegan Systems, Inc., and will necessarily be made part of any contract resulting from this proposal.

DELIVERY (Dock, Elevator and Dumpster):

Donnegan Systems, Inc. will notify your designated contact person twenty-four (24) hours prior to delivery. Dock space and/or elevator availability will be arranged by you and made available at no cost to Donnegan Systems, Inc. A dumpster for removal of all shipping and packing materials will be provided at no charge to Donnegan Systems, Inc. the dumpster must be conveniently located and easily accessible at all times during the installation of the equipment.

STORAGE:

If, for any reason, you are not ready to receive the materials and storage is required, storage and handling fees will be added to your invoice.

SPACE REQUIREMENTS:

The space shall be ready for installation and free and clear of all obstructions. If it is not and there is a resulting delay, then the additional person-hours will be billed. The space shall be adequately lit. If additional lighting is required to perform the work safely, the additional cost will be invoiced. It is your responsibility to be certain the space is suitable for the installation of this equipment, i.e., adequate fire protection, clearances, and floor load capacity.

FIRE CODE:

It is the customer's responsibility to verify that the shelving system height is verified on-site prior to placing the purchase order to ensure that proper clearance is maintained.

FREIGHT:

Due to volatility in freight charges, the shipping cost provided on this quote is an ESTIMATE only. Freight costs and the number of truckloads may change. The actual freight cost will be charged at the time of shipment OR on the final invoice. This estimate assumes the product ships in an enclosed van. The freight estimate does NOT include flatbed truck, special equipment, special skidding, or packaging unless the customer specifies at the time of the quote request. Additional charges such as detention fees, re-consignment, refusal/re-delivery, and other unforeseen carrier charges will be added to final freight billing. Shipping and delivery dates are approximate and are not a guarantee of shipment or delivery on any particular date. Time shall not be of the essence of the contract. Seller shall not be liable for delays in or failures of delivery due to strikes or labor troubles, supplier's delays, accidents, fire, flood, acts of God, action by a governmental authority, changes requested by Buyer,

or other causes beyond its reasonable control. Suppose the shipment is delayed at the request of the Buyer. In that case, the Buyer shall make payment as though shipment had been made as specified and for any expenses incurred by Seller due to Buyer's request in delaying shipment; and the material shall be stored at the Buyer's risk and subject to reasonable storage charges.

INSTALLATION:

Installation is in addition to the price of the materials. Labor is planned as straight time unless otherwise noted. Overtime occurring not at Donnegan Systems, Inc.'s discretion will be added to your invoice.

TAXES:

All applicable sales taxes, as required by law, will be billed.

PAYMENT:

This system has been specially designed and will be specially manufactured for your unique requirements. A non-refundable down payment of 50% of the contract amount is due with order, 25% upon shipment from the manufacturer, and the balance 30 days after acceptance. One and one-half (1 1/2) percent interest per month will be charged on any unpaid balance after thirty (30) days. A hold-back of reasonable value is allowed if the installation is not totally complete upon final invoicing without incurring interest charges.

WARRANTY:

The system is warranted against defects in materials in accordance with the given manufacturer's warranty.

INSURANCE CERTIFICATES, PERMITS AND FEES

We reserve the right to pass on any additional costs to obtain insurance certificates, building permits, or miscellaneous fees that have not been previously identified and/or specified in our proposal but are required to complete the project.

CHANGE ORDERS AND OR CANCELLATION:

If, for any reason, you cancel the order, any cancellation, restocking, and handling charges will be invoiced. Change orders requested after receiving your purchase order may also incur additional charges.

6

CONDITIONS OF CONTRACT

1. It is agreed by the purchaser that this contract, when accepted by the seller, is not subject to cancellation or to any verbal agreement or condition not stipulated in writing on it, and that
2. Title to the goods described on the fact hereof shall not pass until the purchase price is paid in full. The purchaser hereby grants a security interest in said goods to secure payment and performance to the seller. It is mutually agreed that the billing of such goods is for convenience only; and does not carry the title with it, and that
3. In case of default of payment, or in case of removal of said goods or any part thereof without the consent of the seller, or in the event the purchaser shall mortgage or part with the possession of the said property, voluntarily or involuntarily, without the consent of the seller, the latter shall have the right to resume immediate possession of same wherever it may be found, and remove it with or without process of law, and may declare this agreement terminated and may retain all money paid hereunder as liquidated damages and rental for said goods. In the event a claim is placed in an attorney's hands for collection or in the event of litigation, a reasonable attorney's fee and cost shall be added to it, and that
4. In the event that the sale or use of the merchandise herein is subject to any Federal, State, Municipal, or other tax, now or hereafter enacted, the amount of any such tax shall be added to the purchase or rental price.
5. The seller shall not be liable for any delay in shipment or for failure to deliver the goods covered hereunder because of fire, strikes, war, or other emergencies, whether national or state, or due to controls, laws, or regulations issued by any Nation or State, or any political subdivision thereof, or other causes beyond its control. IN NO EVENT SHALL THE SELLER BE LIABLE FOR INDIRECT OR CONSEQUENTIAL DAMAGES SUCH AS BUT NOT LIMITED TO LOSS OF ANTICIPATED PROFITS OR OTHER ECONOMIC LOSS IN CONNECTION WITH OR ARISING OUT OF THE EXISTENCE, FURNISHING, FAILURE TO FURNISH, FUNCTIONING, OR CUSTOMER'S USE OF THE GOODS.
6. All claims for shortage must be made within five (5) days from receipt of goods.
7. Any Equipment sold hereunder is warranted to be in satisfactory operating condition when delivered. Should any part prove defective in material or workmanship during the warranty period, replacement of same will be made without charge. Buyer shall permit full and free access to perform these services when equipment is not portable; otherwise, Buyer shall return equipment for service at

its expense. This warranty does not include replacing parts due to misuse, neglect, damage, burned-out motors, or fuses.

THE FOREGOING WARRANTY AND LIMITATIONS ARE EXCLUSIVE REMEDIES AND ARE IN LIEU OF ALL OTHER WARRANTIES EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

8. To the extent any other written agreement between the parties specifically covering the sale of equipment goods is inconsistent, and such other written agreement shall take precedence over these standard conditions.

9. This contract is subject to our credit department approval. This quotation is made for immediate acceptance and is subject to change without notice. If based on specially printed forms, it presupposes your acceptance of overruns or underruns not exceeding 10% of the quantity ordered.

10. Deliveries are subject to delays from fires, strikes, and other causes beyond our control. We reserve the right to correct clerical errors.

11. This contract shall be construed in accordance with the Laws of the Commonwealth of Massachusetts.

12. Payment terms are 50% with the order, 25% upon shipment from the manufacturer, and the balance 30 days after acceptance.

13. Under any resulting contract, Donnegan Systems, Inc. will retain a security interest and retain all rights as a secured creditor under the Uniform Commercial Code until all checks have been cleared and payment in full has been received. In the event of default, the customer shall pay all collection expenses, including attorney fees

Accepted:

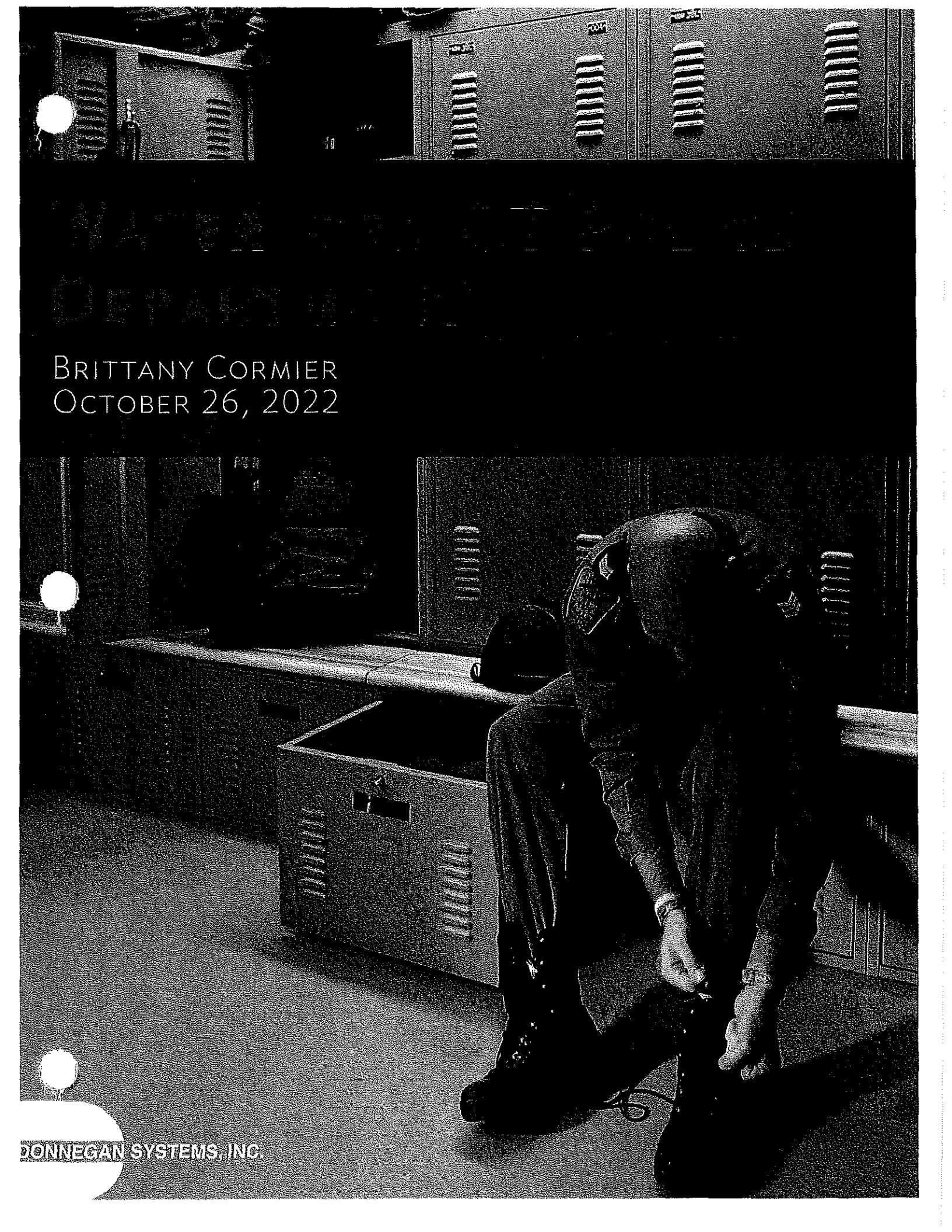
By: _____ Date: _____
Authorized Signature

Title: _____



7

APPENDIX



WATER RESISTANT DEPARTMENT

BRITTANY CORMIER
OCTOBER 26, 2022

CORPORATE OVERVIEW

STORAGE SOLUTIONIST

Donnegan Systems was established in 1976 and is a storage solutions provider offering space planning and innovative storage solutions. We handle various industrial, distribution, manufacturing, office, public safety, agriculture, higher education, healthcare, and commercial projects in the New England and Eastern New York markets.

Donnegan Systems is a leader in providing value-added storage solutions to our customers by creating a successful partnership with them throughout the entirety of the project. We pledge to establish lasting relationships with our customers by exceeding their expectations and gaining their trust through exceptional performance by every member of the Donnegan Systems team.

OUR MISSION

Dedication to providing quality products, technical and management services to our customers. We will strive to implement a long-term relationship with our clients based on safety, quality, timely service, and anticipating their needs. To help fulfill this mission, we will treat all employees fairly and involve them in the quality improvement process to insure responsiveness and cost-effective work execution.



TESTIMONIAL

"Your crew finished up yesterday afternoon. I'd like to let you know how much we appreciated their speed and professionalism with the installation. It looked like a huge job to us, but they made it look easy.

Thanks for all your help and looking forward to working with you with future projects." - *Chief of Police*

"I just wanted to pass along my compliments on the fine work your crew did in delivering, assembling, and placing the new locker system for us. The foreman on the job was very personable, and extremely efficient and accommodating. He checked with my Colleague and I throughout the project to ensure everything was placed and assembled to our specs, and at the end, did a walkthrough to show us all the features of the new locker system. And not only did they clean up all the shipping material, but they left the room cleaner than when they arrived.

We were very impressed, and they did a first class job of representing your company." - *Management Assistant*

WATERFORD CT POLICE DEPARTMENT

LT. DAVID P. FERLAND

41 AVERY LANE
WATERFORD, CT 06385

Thank you very much for this opportunity and your business!

Date:	October 26, 2022
Proposal:	DONN-102422
Presented by:	Brittany Cormier
Office:	(800)222-6311 ext. 227
Cell:	(508) 320-1060
Fax:	(508)393-3974
Website:	www.donnegan.com

It is understood that the recommendations herein are intended for consideration only by your organization and that the detailed operating advantages are obtainable through the integrated utilization of Donnegan Systems, Inc.'s products and services. Under no circumstances should this information be supplied to anyone not authorized by Donnegan Systems, Inc.

**Donnegan Systems, Inc.
170 Bartlett Street
Northborough, MA 01532**

** This proposal is valid for 14 days*



Contents

Contents	i
1 Equipment Specifications	1
2 Investment Profile	2
3 Customer Acceptance	3
4 Schedule of Values	5
5 Standard Terms and Conditions	6
6 Conditions of Contract	8
7 Appendix	10

1

EQUIPMENT SPECIFICATIONS

Spacesaver Widespan Shelving with Beastwire Cage

- 2 Sections of Spacesaver widespan shelving 60" W x 30" D at 3 levels, 84" W x 30" D at 4 levels
- 96" H Uprights, solid steel shelves, standard duty beams 1,775lbs or 750lbs per 24" W
- Beastwire caged area 12'6" W x 5'6" D x 104" H with a 6' x 7' slide door

2

INVESTMENT PROFILE

Collections Storage Vault	Total Price
Spacesaver Widespan Shelving with Beastwire Cage:	\$8,790.00
Installation:	
• Donnegan Systems, Inc. to deliver and install [2] sections of widespan , [1] beastwire caged area • Installation to take place during normal business hours • Non-Union Rate	\$3,500.00
Freight:	
• SHIPPER PREPAYS FREIGHT - ADDS TO CUSTOMER INVOICE • Due to volatility in freight charges, the shipping cost provided on this quote is an ESTIMATE only. Freight costs and the number of truckloads may change. The actual freight cost will be charged at the time of shipment OR on the final invoice.	\$1,320.00
Total Price * State Sales Tax, if applicable, is not included *	\$13,610.00

3

CUSTOMER ACCEPTANCE

FINISH SELECTION & ORDER ENTRY PROCESS

Finish Selection:

End Panels: _____(if applicable, see appendix)
Shelving: _____(if applicable, see appendix)
Lockers: _____(if applicable, see appendix)
Type of Floor Covering: _____(if applicable, see appendix)

Order Entry Checklist:

Sign off on drawing: _____
Sign off on proposal description: _____
Submittal of purchase order: _____
Submittal of one-half deposit: _____

Acceptance

Donnegan Systems, Inc. President Donnegan Systems

Donnegan Systems, Inc. Brittany Cormier

Customer: Waterford CT Police Department

Notes:

1. Please circle or fill in the above selections at the time of order placement.
2. Pricing is based on standard finish selections. All custom paint finishes (indicated by bold print or in the metallic family) have an up-charge.
3. It is the customer's responsibility to see that the above checklist items have been addressed before the submittal of the purchase order.

Purchase Orders:

Purchase orders should be made out to the following:

Donnegan Systems, Inc.
170 Bartlett Street
Northborough, MA 01532
Fax# (508)393-5601

Please include finish selections, ship to address, contact name and phone number on your purchase order.

Installation and Support:

All installation work is performed by insured and factory-trained system installers, ensuring high-quality workmanship and accountability. Donnegan Systems, Inc. will coordinate installation with your schedule. All labor is based on straight time labor during normal working hours (7 a.m. to 3:30 p.m.). If overtime is required, additional costs will be incurred.

Terms and Conditions:

Enclosed are the standard terms and conditions of Donnegan Systems, Inc. Please note that a non-refundable down payment of one-half of the contract amount is due within ten calendar days of contract award.

Leasing Options:

Leasing options are now available. Leasing payment plans eliminate the need to fund the total purchase price, maintain your company's capital, and free up valuable bank credit lines. Please let us know if you want more information about this payment option.

4

SCHEDULE OF VALUES

Schedule of Contract Values

Donnegan Systems, Inc.

Project Name: Waterford CT Police Department

Total Project Value: **\$13,610.00** * Does not include State Sales Tax

Item No.	Description of Work	Total
1.	½ Deposit for Material Release - Due at time of order	\$6,805.00
2.	2 nd Payment - Due on shipment of product from manufacturer	\$3,402.50
3.	3 rd Payment - Due upon completion of product installation	\$3,402.50
Grand Total:		\$13,610.00

5

STANDARD TERMS AND CONDITIONS

The following are the standard terms and conditions of sale for Donnegan Systems, Inc., and will necessarily be made part of any contract resulting from this proposal.

FIELD VERIFICATION:

In the event that Donnegan Systems cannot take field dimensions before placing the order with the manufacturer, the customer will incur additional costs if the as-built drawings differ from the original design drawings.

DELIVERY (Dock, Elevator and Dumpster):

Donnegan Systems, Inc. will notify your designated contact person twenty-four (24) hours prior to delivery. Dock space and/or elevator availability will be arranged by you and made available at no cost to Donnegan Systems, Inc. A dumpster for removal of all shipping and packing materials will be provided at no charge to Donnegan Systems, Inc. the dumpster must be conveniently located and easily accessible at all times during the installation of the equipment.

STORAGE:

If, for any reason, you are not ready to receive the materials and storage is required, storage and handling fees will be added to your invoice.

SPACE REQUIREMENTS:

The space shall be ready for installation and free and clear of all obstructions. If it is not and there is a resulting delay, then the additional person-hours will be billed. The space shall be adequately lit. If additional lighting is required to perform the work safely, the additional cost will be invoiced. It is your responsibility to be certain the space is suitable for the installation of this equipment, i.e., adequate fire protection, clearances, and floor load capacity.

FIRE CODE:

It is the customer's responsibility to verify that the shelving system height is verified on-site prior to placing the purchase order to ensure that proper clearance is maintained.

FREIGHT:

Due to volatility in freight charges, the shipping cost provided on this quote is an ESTIMATE only. Freight costs and the number of truckloads may change. The actual freight cost will be charged at the time of shipment OR on the final invoice. This estimate assumes the product ships in an enclosed van. The freight estimate does NOT include flatbed truck, special equipment, special skidding, or packaging unless the customer specifies at the time of the quote request. Additional charges such

as detention fees, re-consignment, refusal/re-delivery, and other unforeseen carrier charges will be added to final freight billing. Shipping and delivery dates are approximate and are not a guarantee of shipment or delivery on any particular date. Time shall not be of the essence of the contract. Seller shall not be liable for delays in or failures of delivery due to strikes or labor troubles, supplier's delays, accidents, fire, flood, acts of God, action by a governmental authority, changes requested by Buyer, or other causes beyond its reasonable control. Suppose the shipment is delayed at the request of the Buyer. In that case, the Buyer shall make payment as though shipment had been made as specified and for any expenses incurred by Seller due to Buyer's request in delaying shipment; and the material shall be stored at the Buyer's risk and subject to reasonable storage charges.

INSTALLATION:

Installation is in addition to the price of the materials. Labor is planned as straight time unless otherwise noted. Overtime occurring not at Donnegan Systems, Inc.'s discretion will be added to your invoice.

TAXES:

All applicable sales taxes, as required by law, will be billed.

PAYMENT:

This system has been specially designed and will be specially manufactured for your unique requirements. A non-refundable down payment of 50% of the contract amount is due with order, 25% upon shipment from the manufacturer, and the balance 30 days after acceptance. One and one-half (1 1/2) percent interest per month will be charged on any unpaid balance after thirty (30) days. A hold-back of reasonable value is allowed if the installation is not totally complete upon final invoicing without incurring interest charges.

WARRANTY:

The system is warranted against defects in materials in accordance with the given manufacturer's warranty.

INSURANCE CERTIFICATES, PERMITS AND FEES

We reserve the right to pass on any additional costs to obtain insurance certificates, building permits, or miscellaneous fees that have not been previously identified and/or specified in our proposal but are required to complete the project.

CHANGE ORDERS AND OR CANCELLATION:

If, for any reason, you cancel the order, any cancellation, restocking, and handling charges will be invoiced. Change orders requested after receiving your purchase order may also incur additional charges.

6

CONDITIONS OF CONTRACT

1. It is agreed by the purchaser that this contract, when accepted by the seller, is not subject to cancellation or to any verbal agreement or condition not stipulated in writing on it, and that
2. Title to the goods described on the fact hereof shall not pass until the purchase price is paid in full. The purchaser hereby grants a security interest in said goods to secure payment and performance to the seller. It is mutually agreed that the billing of such goods is for convenience only; and does not carry the title with it, and that
3. In case of default of payment, or in case of removal of said goods or any part thereof without the consent of the seller, or in the event the purchaser shall mortgage or part with the possession of the said property, voluntarily or involuntarily, without the consent of the seller, the latter shall have the right to resume immediate possession of same wherever it may be found, and remove it with or without process of law, and may declare this agreement terminated and may retain all money paid hereunder as liquidated damages and rental for said goods. In the event a claim is placed in an attorney's hands for collection or in the event of litigation, a reasonable attorney's fee and cost shall be added to it, and that
4. In the event that the sale or use of the merchandise herein is subject to any Federal, State, Municipal, or other tax, now or hereafter enacted, the amount of any such tax shall be added to the purchase or rental price.
5. The seller shall not be liable for any delay in shipment or for failure to deliver the goods covered hereunder because of fire, strikes, war, or other emergencies, whether national or state, or due to controls, laws, or regulations issued by any Nation or State, or any political subdivision thereof, or other causes beyond its control. IN NO EVENT SHALL THE SELLER BE LIABLE FOR INDIRECT OR CONSEQUENTIAL DAMAGES SUCH AS BUT NOT LIMITED TO LOSS OF ANTICIPATED PROFITS OR OTHER ECONOMIC LOSS IN CONNECTION WITH OR ARISING OUT OF THE EXISTENCE, FURNISHING, FAILURE TO FURNISH, FUNCTIONING, OR CUSTOMER'S USE OF THE GOODS.
6. All claims for shortage must be made within five (5) days from receipt of goods.
7. Any Equipment sold hereunder is warranted to be in satisfactory operating condition when delivered. Should any part prove defective in material or workmanship during the warranty period, replacement of same will be made without charge. Buyer shall permit full and free access to perform these services when equipment is not portable; otherwise, Buyer shall return equipment for service at

its expense. This warranty does not include replacing parts due to misuse, neglect, damage, burned-out motors, or fuses.

THE FOREGOING WARRANTY AND LIMITATIONS ARE EXCLUSIVE REMEDIES AND ARE IN LIEU OF ALL OTHER WARRANTIES EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

8. To the extent any other written agreement between the parties specifically covering the sale of equipment goods is inconsistent, and such other written agreement shall take precedence over these standard conditions.

9. This contract is subject to our credit department approval. This quotation is made for immediate acceptance and is subject to change without notice. If based on specially printed forms, it presupposes your acceptance of overruns or underruns not exceeding 10% of the quantity ordered.

10. Deliveries are subject to delays from fires, strikes, and other causes beyond our control. We reserve the right to correct clerical errors.

11. This contract shall be construed in accordance with the Laws of the Commonwealth of Massachusetts.

12. Payment terms are 50% with the order, 25% upon shipment from the manufacturer, and the balance 30 days after acceptance.

13. Under any resulting contract, Donnegan Systems, Inc. will retain a security interest and retain all rights as a secured creditor under the Uniform Commercial Code until all checks have been cleared and payment in full has been received. In the event of default, the customer shall pay all collection expenses, including attorney fees

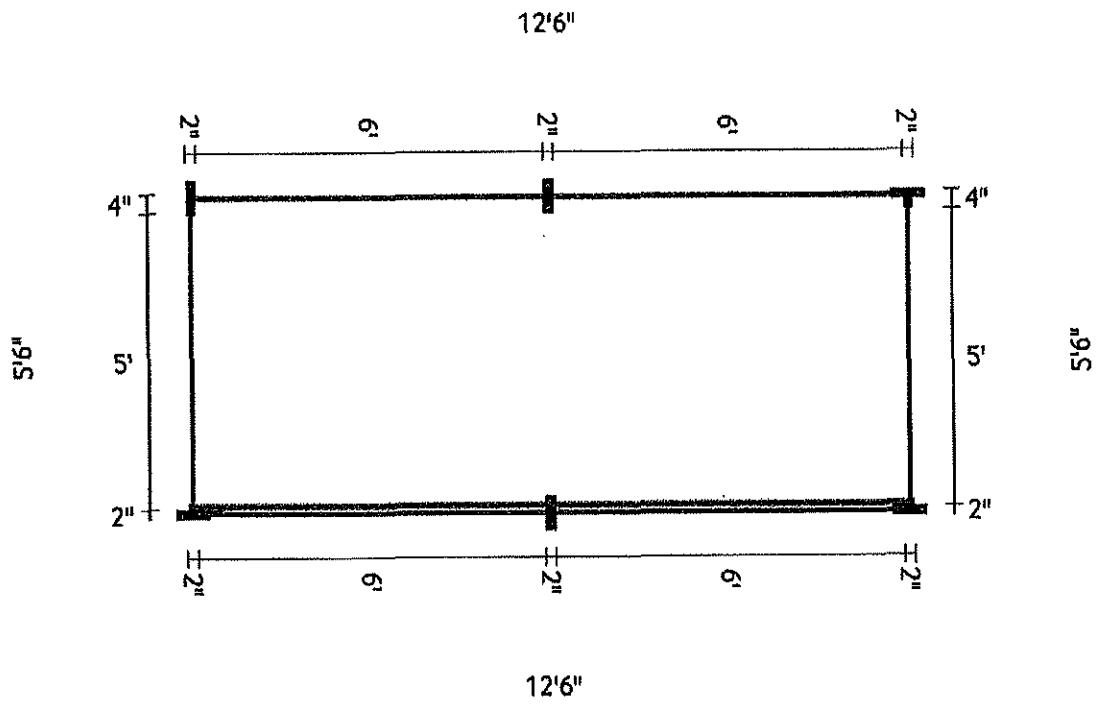
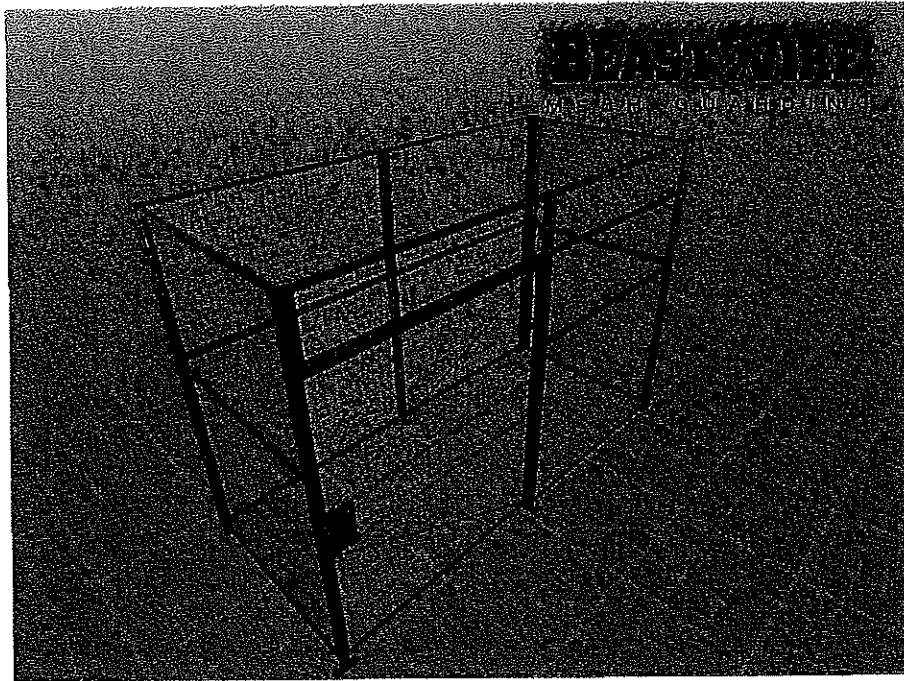
Accepted:

By: _____ Date: _____
Authorized Signature

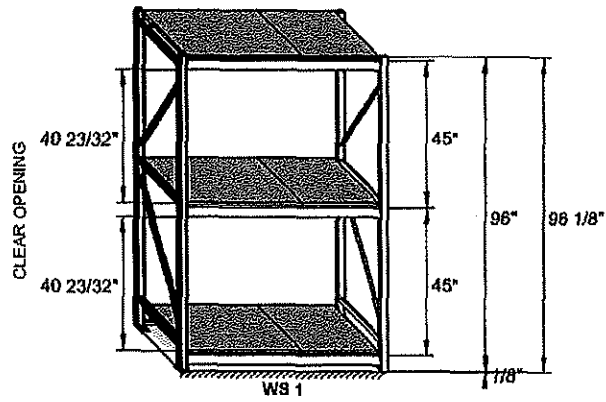
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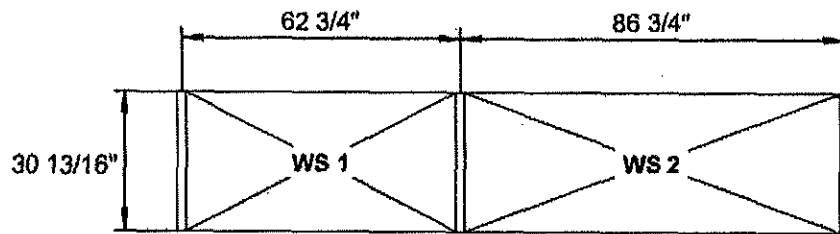
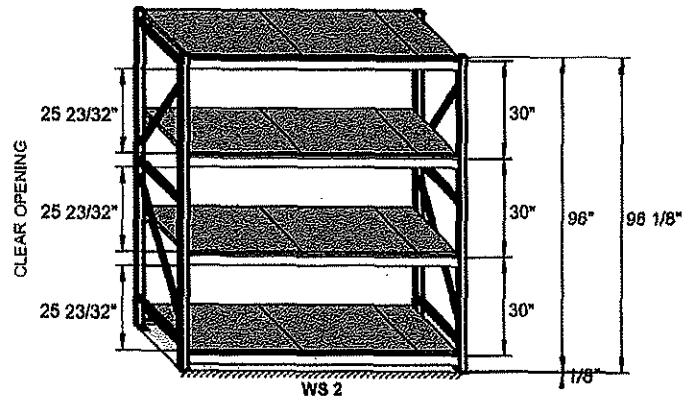
APPENDIX



STATIONARY - WIDESPAN
60" W x 30" D



STATIONARY - WIDESPAN
84" W x 30" D





D/E/F Services Group, Ltd

1171 Voluntown Rd., Griswold, CT 06351

(860) 376 - 4896, Fax (860) 376 - 1213

(AA/BOE)

"The Value of One"

October 25, 2021

Low Voltage

SUBJECT: Waterford PD Explosion Proof Lighting Upgrades

D/E/F Services Group, Ltd is proud to present the following proposal to Town of Waterford for labor and material to install explosion proof lights at the Police Dept.

Project Scope

- D/E/F will install new explosion proof light under the desk and replace the existing tube lights with LED lights
- D/E/F will install 4 new LED Bulbs and 2 new drivers (1 per light) on the existing explosion proof lights located on the ceiling of the Armory Room
- D/E/F will install a new HAL-13-8W-LED-M2 which will be powered by a 12 volt DC power supply
 - A switch will be added to turn the light on and off

Cost: \$1,202.80

Statement of Clarifications and Exclusions:

- Bid Bond, Performance and Payment Bonds are **excluded**
- Installation of additional grounding methods/means is **excluded**
- Any and all utility fees and/or usage charges for power is **excluded**
- Dumpster, trash / debris removal from site is **excluded**
- Saw-cut slab and Patch to Match is **excluded**
- Any and all site work outside of scope is **excluded**
- Overtime / additional time caused by delays due to other trades or schedule acceleration is **excluded**
- Additional work requested by customer will be performed on a **Time & Material** basis with labor at current service rate (\$85.00/hour at standard rates and \$150.00/hour at prevailing wage rates) and material at cost plus 20% with all applicable taxes and fees.
- This proposal is contingent upon a complete scope review between the authorized personnel and D/E/F Services to ensure over-all project intent.

Commercial Clarifications:

1. For projects with an estimated completion time of **forty-five (45) days or less**, a down payment of 1/3 of the contract total is due upon contract signing. Another payment of 1/3 of the contract total is due upon completion of rough-in inspection. The remainder of the contract is to be paid out upon completion of work.
2. For projects with an estimated completion time **over forty-five (45) days**, project billing will be monthly or as a project section or unit is completed and payment is required no more than **net thirty (30) days**.
3. Paid when paid will not be an acceptable contract option.
4. Retention will not be more than 30 days / 90 days upon project substantial completion @ 7.5%
5. This proposal is valid for a period of thirty (30) days.
6. State of Connecticut sales tax is **excluded** in this proposal
7. Fee for required permits has been **excluded**
8. All work to be performed 7:00 AM to 3:30 PM Monday through Friday, excluding holidays and overtime.

Warrants:

All work is warranted for a period of one year from substantial completion.

Schedule:

D/E/F Services Group could be on site and prepared to start installation within (15) days after receipt of a purchase order or notice to proceed.

If you have any questions regarding this proposal, please do not hesitate to call us.

Please sign and return this proposal (below) if this proposal is acceptable and you would like begin coordination to proceed.

Regards,

David Hatch
Low Voltage Project Manager
DHatch@DEFsg.com
Direct # (860) 213-0081

D/E/F SERVICES GROUP:

By: _____
Name: _____
Title: _____
Date: _____

CUSTOMER:

By: _____
Name: _____
Title: _____
Date: _____

**Purchase
order:**

To initiate order please

1. Fax back to 860.376-1213, or
2. Email copy to dhtach@defwiring.com

earch



Waterford Lowe's Open until 10 PM ▾



Prices, Promotions, styles, and availability may vary. Our local stores do not honor online pricing. Prices and availability of products and services are subject to change without notice. Errors will be corrected where discovered, and Lowe's reserves the right to revoke any stated offer and to correct any errors, inaccuracies or omissions including after an order has been submitted.

Shopping Cart (12)

Email Cart

Empty Cart

Waterford Lowe's Change

Some of your items are low in stock! View All

Pickup at Waterford Lowe's

9 Items



\$466.20

You Saved \$51.80

Diamond NOW - Wintucket 30-in W x 35-in H x 23.75-in D Cloud Gray Door and Drawer Base Fully Assembled Stock Cabinet (Square Door Style)

Item #916903
Model #G15 B30B

Save For Later

- 2 +

\$259.00/ea

Low in Stock

Pickup at Waterford Lowe's

☒ **FREE Store Pickup**
Available

Delivery

☐ **Scheduled Delivery** ⓘ

Get it by Wed, Nov 2

Delivery Scheduling in Checkout



Feedback



\$358.20

You Saved \$39.80

Diamond NOW - Wintucket 15-in W x 35-in H x 23.75-in D Cloud Gray Door and Drawer Base Fully Assembled Stock Cabinet (Square Door Style)

Item #0169511

Start Secure Checkout



\$199.00/ea

Low in Stock

Pickup at Waterford Lowe's

☒ **FREE Store Pickup**
Available

Delivery

☐ **Scheduled Delivery** ⓘ

Get it by Wed, Nov 2

Delivery Scheduling in Checkout

✓ You Saved \$3.50

Diamond NOW - Wintucket 3-in W x 31-in H x 0.75-in D Cloud Gray Cabinet Fill Strip

Item #916993
Model #G15 F331

[Save For Later](#)

1 +

Pickup at Waterford Lowe's

☒ **FREE Store Pickup**
Available

Delivery

☐ **Scheduled Delivery** ⓘ
Get it by Wed, Nov 2
Delivery Scheduling in Checkout

\$31.48

✓ You Saved \$3.50

Diamond NOW - Wintucket 96-in W x 4-in H x 0.22-in D Cloud Gray Cabinet Toe Kick

Item #017000
Model #G15 TOEKICK8

[Save For Later](#)

1 +

Pickup at Waterford Lowe's

☒ **FREE Store Pickup**
Available

Delivery

☐ **Scheduled Delivery** ⓘ
Get it by Wed, Nov 2
Delivery Scheduling in Checkout

\$322.20

✓ You Saved \$35.80

Diamond NOW - Wintucket 15-in W x 36-in H x 12-in D Cloud Gray Door Wall Fully Assembled Stock Cabinet (Square Door Style)

Item #2063132
Model #G15 W1536R

[Save For Later](#)

- 2 +

\$179.00/ea

✓ Low in Stock

Pickup at Waterford Lowe's

☒ **FREE Store Pickup**
Get it by Sat, Oct 29

Delivery

☐ **Scheduled Delivery** ⓘ

[Start Secure Checkout](#)

Chat

\$170.10

✓ You Saved \$18.80

Diamond NOW - Wintucket 30-in W x 24-in H x 12-in D Cloud Gray Door Wall Fully Assembled Stock Cabinet (Square Door Style)

Item #916086
Model #G15 W3024R

[Save For Later](#)

1 +

✓ Low in Stock

Delivery

- ☐ Scheduled Delivery ⓘ
Get it by Wed, Nov 2
Delivery Scheduling in Checkout

 Delivery - 3 Items

 This item can't be shipped to PO boxes, military addresses, US territories.



\$431.04

The Baltic Butcher Block - Birch 120-in x 25-in x 1.75-in Unfinished Natural Straight Butcher Block Birch Countertop

Item #1265296
Model #B17525120

[Save For Later](#)

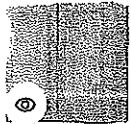
1 +

Pickup at Waterford Lowe's

- ☐ FREE Store Pickup
Get it by Tue, Nov 1

Delivery

- ☒ FREE Basic ⓘ
Get it by Tue, Nov 1 (Est.)
- ☐ Scheduled Delivery ⓘ
Get it by Wed, Nov 2
Delivery Scheduling in Checkout



\$430.20

✓ You Saved \$47.80

Diamond NOW - Wintucket 30-in W x 36-in H x 12-in D Cloud Gray Door Wall Fully Assembled Stock Cabinet (Square Door Style)

Item #2083138
Model #G16 W3036B

[Save For Later](#)

- 2 +

\$239.00/ea

Low in Stock

☒ Pickup Unavailable

Delivery

- ☒ Scheduled Delivery (\$79.00) ⓘ
Get it by Wed, Nov 2
Delivery Scheduling in Checkout

[Start Secure Checkout](#)



\$45

Order Summary

Subtotal (12)	\$2,240.90
Estimated Delivery	\$79.00

Add Promo Code

More Save More

You're saving \$201.10 today on this order!

Estimated Total

\$2,319.90

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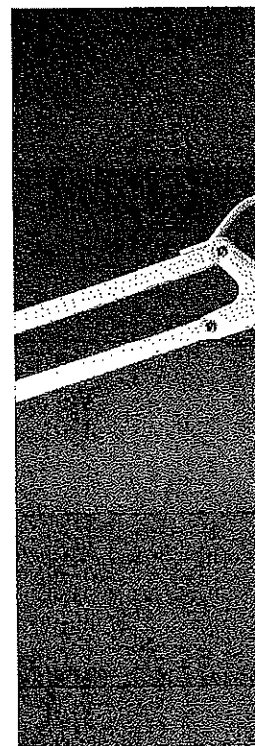
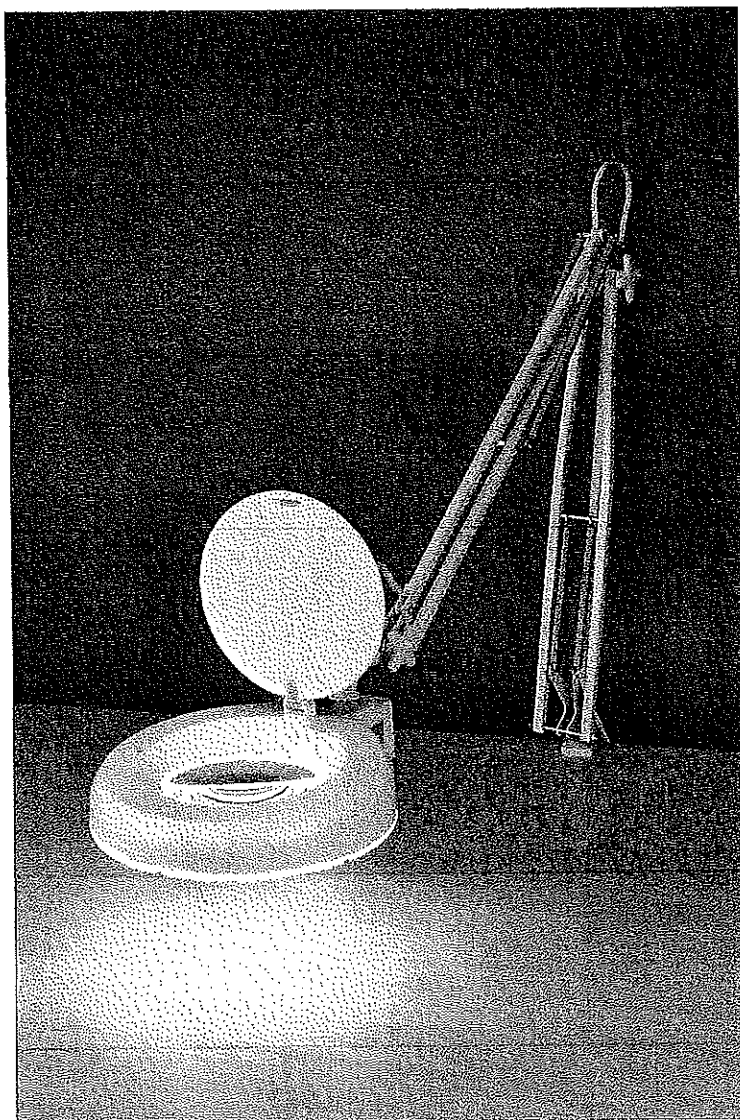
MODEL PAINT COSPLAY NEW,
 KITS & HOBBY AND PROP GIFTS &
 (/MODEL-SUPPLIES MAKING CLOSEOUT
 (/HOBBY- (/COSPLAY- (/NEW-
 (/IN) SUPPLIES) AND-PROP- ITEMS-
 BUILDING) CLOSEOUT)
Micro-Mark®
 THE SMALL TOOL SPECIALISTS

Q  (/cart)

Articulated LED Lamp With Magnifier

Item #: 86547

(/)



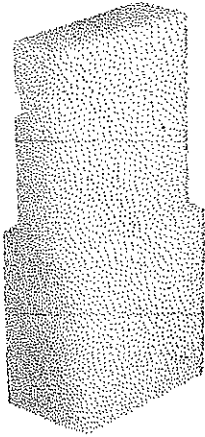
0 0 0 0 0 0 0 0 0

List Price \$90.00

Our Price \$79.95

Options

>



SINCLAIR INTERNATIONAL - AR-15/AR-10™ AR VISE BLOCKS



749-002-689WB
SINCLAIR AR-15
VISE BLOCK
Mfr Part: 14-150

\$28.99

Notify Me

Out of Stock

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5.0

The Sinclair Vise Block is the perfect tool for securely holding your AR-15/AR-10® in a bench vise. The Vise Block inserts into your magazine well just like a magazine and the bottom half of the block can be clamped into a vise. You can tilt the block in the vise to work at a different angle if desired. You can also insert the vise block into the top of the lower assembly allowing you to work on the bottom side. The Vise Block is made of machined high density polyethylene, so it is extremely solid. Great workbench tool. AR-10® Model only fits Armalite® AR-10® pattern rifles, does not fit DPMS/SR25 pattern rifles.



Notify Me

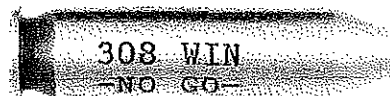
Out of Stock

1.6

Sinclair, Issue:0A, Page:163
Sinclair, Issue:0B, Page:201
Sinclair, Issue:12, Page:222
Sinclair, Issue:1A, Page:204
Sinclair, Issue:1B, Page:218
Sinclair, Issue:2A, Page:222
Sinclair, Issue:2B, Page:222
Sinclair, Issue:3A, Page:221
Sinclair, Issue:3B, Page:222
Sinclair, Issue:4A, Page:221
Sinclair, Issue:4B, Page:222
Sinclair, Issue:5A, Page:252
Sinclair, Issue:5B, Page:252

Home Gunsmith Tools & Supplies Measuring Tools Headspace Gauges GO/NO-GO GAUGE SETS

CLYMER - GO/NO-GO GAUGE SETS



**22 LONG RIFLE
HEADSPACE
GAUGE KIT**
Mfr Part:
GONG22LR

Financing Available
In Stock

Cartridge: 22 Long Rifle
Style: Gauge Kit

5.0



**223 REMINGTON
HEADSPACE
GAUGE KIT**
Mfr Part:
GONG223REM

Financing Available
In Stock

Cartridge: 223 Remington
Style: Gauge Kit

4.9

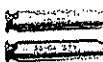


**308 WINCHESTER
HEADSPACE
GAUGE KIT**
Mfr Part:
GONG308WIN

Financing Available
In Stock

Cartridge: 308 Winchester
Style: Gauge Kit

4.8



**30-06 SPRINGFIELD
HEADSPACE
GAUGE KIT**
Mfr Part:
GONG30/06SPR

Notify Me
Out of Stock

Cartridge: 30-06
Springfield
Style: Gauge Kit

5.0



**7.62X39MM
HEADSPACE
GAUGE KIT**
Mfr Part:
GONG7.62X39

Financing Available
In Stock

Cartridge: 7.62 x 39 mm
Style: Gauge Kit

4.8



**7.62X54R
HEADSPACE
GAUGE KIT**
Mfr Part:
GONG7.62X54R

Financing Available
In Stock

Cartridge: 7.62 x 54 mm
Russian
Style: Gauge Kit

Open Expanded View+

Headspace Gauge Sets In Popular Rifle & Pistol Calibers

Convenient kits contain "Go" and "No-Go" gauges for accurately checking chamber length to make sure it meets SAAMI specs. These gauges are essential tools for ensuring a tight, accurate, safe chamber when chambering a new barrel. Always have a set on hand to check for correct headspace before buying or firing a new gun. Comes in a handy, durable plastic carrying case.

1911, Issue:04, Page:00V
1911, Issue:05, Page:053
1911, Issue:06, Page:054
1911, Issue:07, Page:054
1911, Issue:08, Page:054
1911, Issue:09, Page:059
1911, Issue:10, Page:061
1911, Issue:11, Page:058
AR-15, Issue:04, Page:067
AR-15, Issue:05, Page:061
AR-15, Issue:06, Page:066
AR-15, Issue:07, Page:075
AR-15, Issue:08, Page:074
AR-15, Issue:09, Page:080
AR-15, Issue:10, Page:082
AR-15, Issue:11, Page:087
Big Book Catalog, Issue:62, Page:056
Big Book Catalog, Issue:62, Page:113
Big Book Catalog, Issue:62, Page:421
Big Book Catalog, Issue:63, Page:066
Big Book Catalog, Issue:63, Page:130
Big Book Catalog, Issue:63, Page:449
Big Book Catalog, Issue:63, Page:450
Big Book Catalog, Issue:64, Page:075
Big Book Catalog, Issue:64, Page:140
Big Book Catalog, Issue:64, Page:462
Big Book Catalog, Issue:65, Page:072

Mfr Part:

GONG7.62X54R

5.0



9MM LUGER
HEADSPACE
GAUGE KIT
Mfr Part:
GONG9MMLUG

Financing Available
In Stock

Cartridge: 9 mm Luger
Style: Gauge Kit

5.0



40 S&W
HEADSPACE
GAUGE KIT
Mfr Part:
GONG40S/W

Financing Available
In Stock

Cartridge: 40 S&W
Style: Gauge Kit

0.0



184-000-041WB
HEADSPACE
GAUGE KIT
Mfr Part:
GONG45ACP

Financing Available
In Stock

Cartridge: 45 Auto (ACP)
Style: Gauge Kit

5.0



184-000-040WB
HEADSPACE
GAUGE KIT
Mfr Part: GONG12

Financing Available
In Stock

Cartridge: 12 Gauge
Style: Gauge Kit

8.0



184-000-074WB
5.56X45MM NATO
HEADSPACE
GAUGE KIT
Mfr Part:
GONG5.56

\$66.00

Notify Me
Out of Stock

Cartridge: 5.56 mm NATO
Style: Gauge Kit

4.6

ITEM DETAILS

Cartridge: 5.56 mm NATO

Style: Gauge Kit

Made in the USA

RESTRICTION

Out of Stock

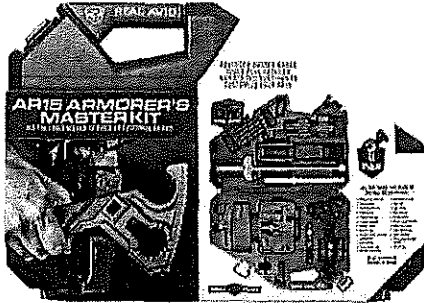
Product temporarily out of stock. Click on the Back Order button to back order or click on the View Alternatives button to find an alternate if available.

184-000-075WB
300 AAC BLACKOUT
HEADSPACE GAUGE KIT

\$66.00

Cartridge: 300 AAC
Blackout
Style: Gauge Kit

Home Gunsmith Tools & Supplies General Gunsmith Tools Gunsmithing Tool Kits **AR-15 ARMORER'S MASTER KIT**



REAL AVID - AR-15 ARMORER'S MASTER KIT



sale



100-034-150WB
AR-15
ARMORER'S
MASTER KIT
Mfr Part:
AVAR15AMK

\$269.99 ~~\$279.99~~

Financing Available
In Stock

4.0

MAKE MODEL
Make: AR-15



Open Expanded View+

Click Image to Zoom

Master Tool Kit for AR-15 Builds

The Real Avid AR-15 Armorer's Master kit includes Master Grade Tools and how-to information that equips you to confidently tackle everything from building your own gun from the ground up to customizing or modifying an existing gun.

With better tolerances, materials and expanded capability, every tool is carefully designed to make each job as simple and easy to execute as possible.

Housed in a professional tool case and equipped with step-by-step instructions, you will be able to work smarter and create better guns regardless of your experience level.

**NTG150HW 26-INCH RIGID
BORESCOPE WITH WIFI**

Default Title

▼ 1

Add To Cart

Teskey

🔍 Click to expand



NTG150HW 26-INCH RIGID BORESCOPE WITH WIFI

PRECISE FIREARM BARREL INSPECTION WITH USB OR WIFI FOR IOS, ANDROID, PC, & OSX

SKU TSNTG150HW

18 reviews

\$129.99

- WiFi Transmitter Compatible with iPhone & iPad
- 26-Inch Rigid Borescope Probe
- Fits .20 Caliber or Larger Barrels
- LED Ring Light Illuminated
- Removable Side View Mirror

Quantity
1 ▼

ADD TO CART

- Free shipping on orders over \$149
- 12-month warranty
- 30-day money-back guarantee return

TECHNICAL SPECS

COMPATIBILITY: IOS, ANDROID, WINDOWS, OSX CONNECTION TYPE: WI-FI WIRELESS CONNECTION FOR IOS AND ANDROID / USB WIRED CONNECTION
FOR WINDOWS AND OSX PROBE TYPE: 26-INCH RIGID IMAGE CAPTURING RESOLUTION: 1280X720 PX VIDEO RECORDING RESOLUTION: 1280X720 PX BATTERY
BUILT-IN BATTERY LIGHT SOURCE: LED RING LIGHT



NTG150HW 26-INCH RIGID
BORESCOPE WITH WIFI

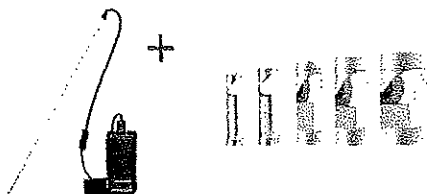
Default Title



1

Add To Cart

FREQUENTLY BOUGHT TOGETHER



NTG150HW 26-INCH
RIGID BORESCOPE WITH

\$129.99

TESLONG 5-MIRROR
SET

\$25.99 ~~\$19.99~~

Subtotal:

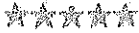
\$149.98

ADD TO CART



Wilton Mechanic's Bench Vise — 5in. Jaw Width, Model# 21400

Item# 34981



(13)

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[Ask a Question](#)

Q42

Only \$396.99

Free Shipping (Lower 48 states)

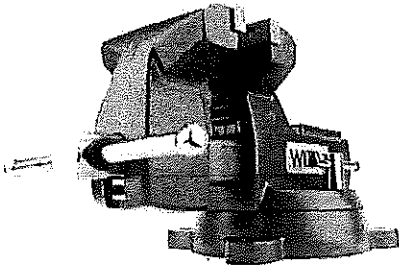
PayPal As low as \$36.40/mo. [Learn more](#)



Ship It Free (Lower 48 States)

Factory Shipped —

Estimated Delivery: 5 - 7 Business Days



- 5in.W jaws open to a 5 1/4in. maximum capacity
- Delivers a clamping force of 4,620 lbs.
- 4 mounting points for a solid hold
- 360° swivel base allows for the perfect working angle
- Serrated jaw inserts provide a no-slip grip

Product Summary

This Wilton Mechanic's Bench Vise features heavy-duty 30,000 PSI castings, 360° rotating swivel base and double lockdowns to ensure stability. Powder coat finish. What's

Included

(1) Mechanic's bench vise

Features + Benefits

- 5in.W jaws open to a 5 1/4in. maximum capacity
- Delivers a clamping force of 4,620 lbs.
- 4 mounting points for a solid hold
- 360° swivel base allows for the perfect working angle
- Serrated jaw inserts provide a no-slip grip

Key Specs

Item#	34981	Jaw Width (in.)	5
Brand	Wilton	Jaw Capacity (in.)	1/4-2 1/2
Manufacturer's Warranty	Lifetime Limited Warranty	Jaw Depth (in.)	3 3/4
Ship Weight	50.0 lbs		

Compare with Most Popular Bench Vises

Currently Viewing

Item# 34917



Wilton Shop Bench Vise —
8in. Jaw Width, Model# WS8

★★★★★ (65)

Only \$449.99

Item# 34901

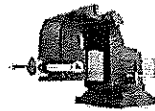


Wilton Mechanic's Bench
Vise — 5in. Jaw Width,
Model# 21400

★★★★★ (13)

Only \$396.99

Item# 34915



Wilton Shop Bench Vise —
6in. Jaw Width, Model# WS6

★★★★★ (131)

Reg. \$299.99
Sale \$249.99
Save \$50.00

Item# 01609



Wilton Multi-Purpose Bench
Vise — 5 1/2in. Jaw Width,
Model# 550P

★★★★★ (22)

Only \$299.99

Item# 77689



Klutch Bench Vise with
Swivel Base — 1in. Jaw
Width, 5in. Jaw Capacity

★★★★★ (11)

Only \$109.99

Jaw Width (in.)
Jaw Capacity (in.)
Jaw Depth (in.)
Replaceable Jaw
Double Lock Downs

8
8
4
Yes
Yes

5
1/4-2 1/2
3 3/4
-
-

6
6
3 1/2
Yes
Yes

5 1/2
5
-
Yes
Yes

1
5
3/4
Yes
Yes



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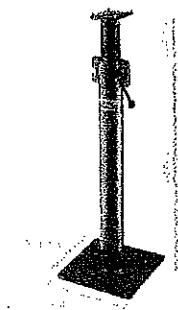
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Part# VLH117120

\$516.00

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\$69⁹⁹

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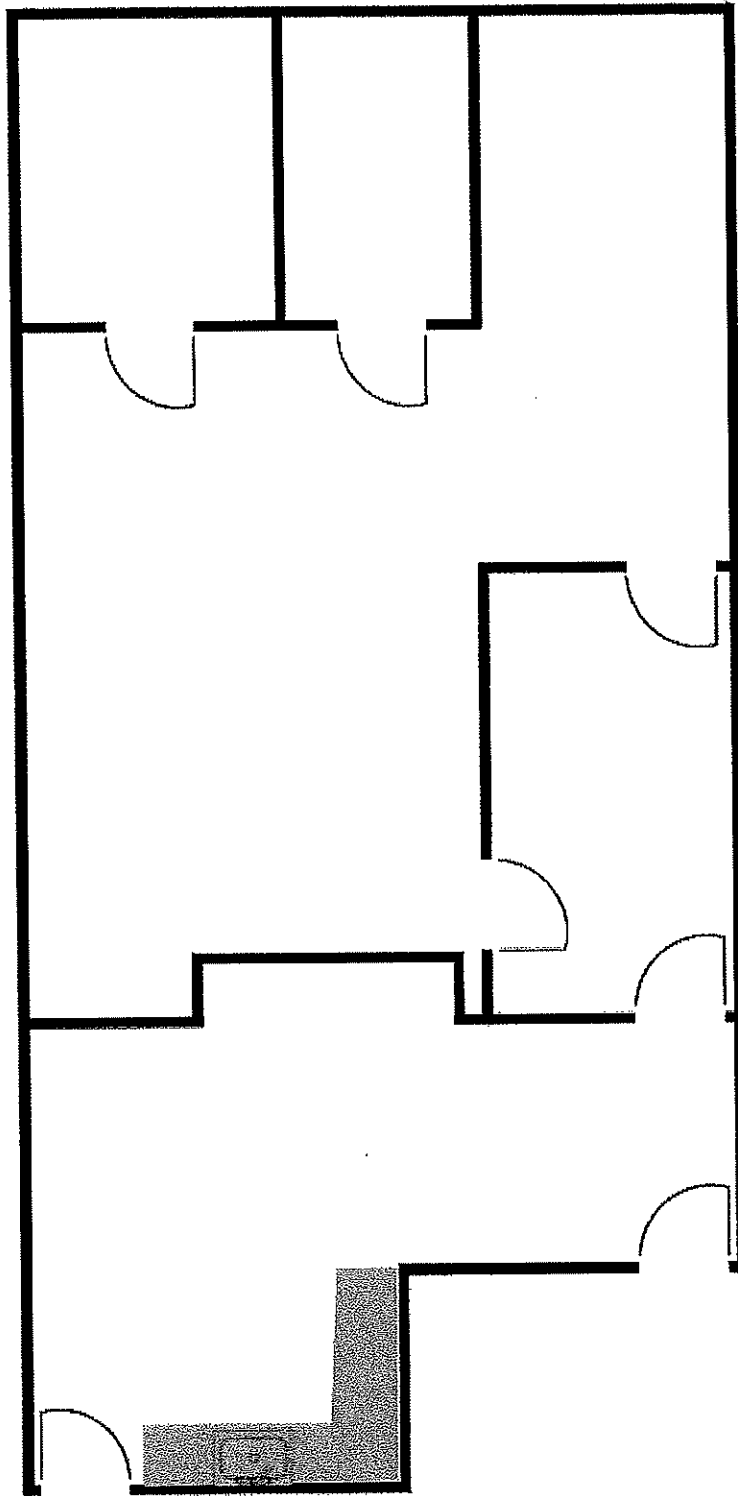
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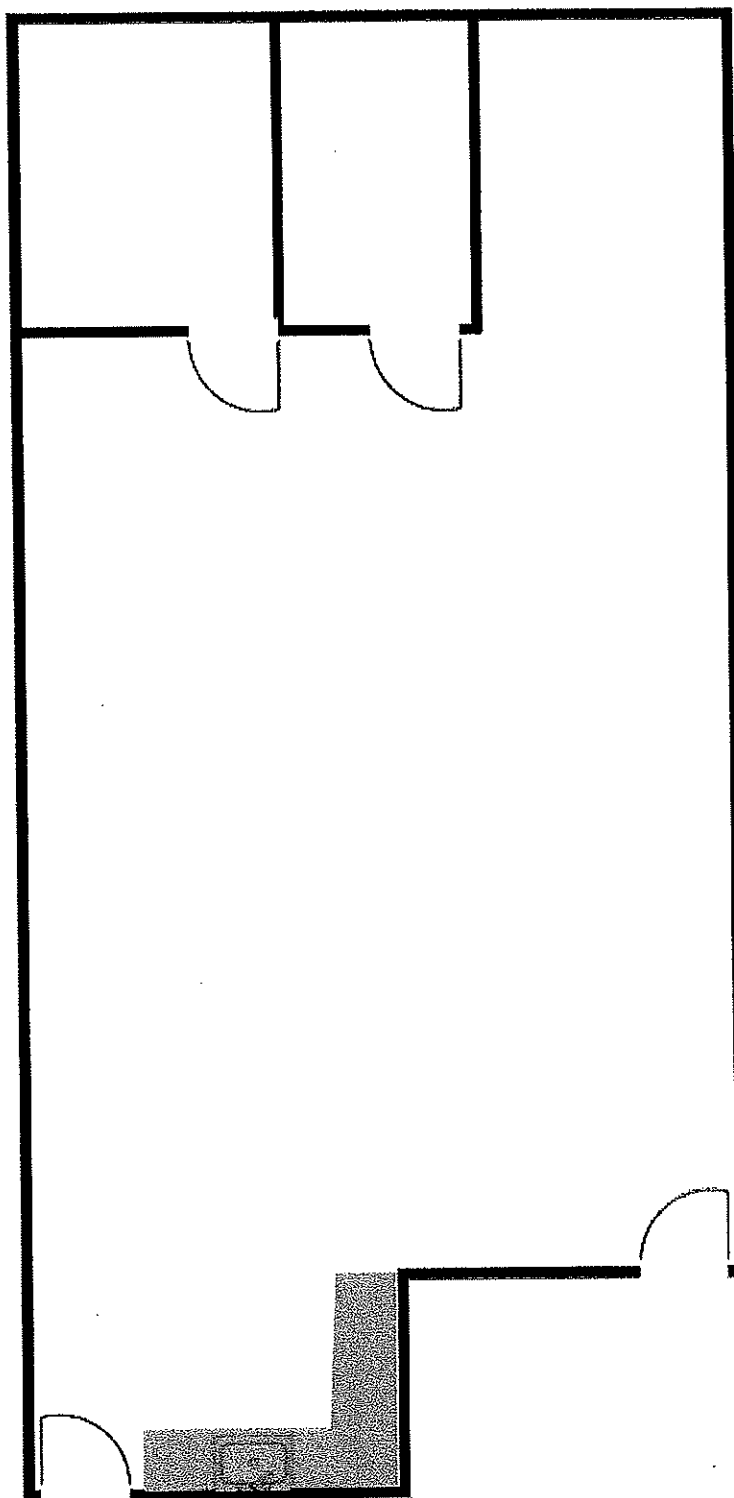
	Update	Old	
Construction	\$24,392.00	\$21,092.00	
Evidence Lockers	\$34,590.00	\$30,700.00	
Electrical	\$3,150.00	\$3,150.00	
Shelving	\$3,004.00	\$2,764.00	
Computer	\$1,522.00	\$1,403.00	
	\$66,658.00	\$59,109.00	\$7,549.00

Harmony

Ammunition Shelving/Cage	\$13,610
Cabinetry, Counters, Shelves	\$2,320
Lighting Upgrades	\$1,203
Tools and Equipment	\$2,225
 TOTAL	 \$19,358



Proposed Evidence Room Layout

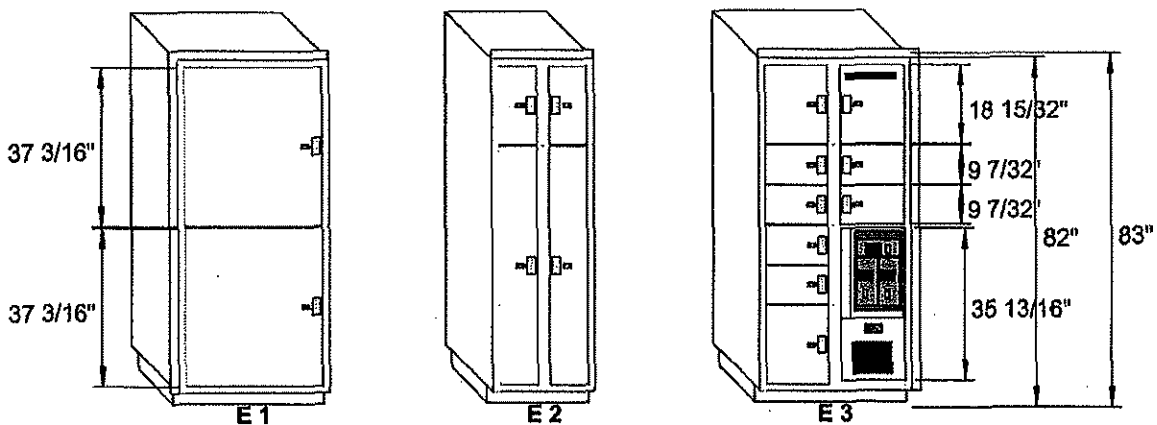
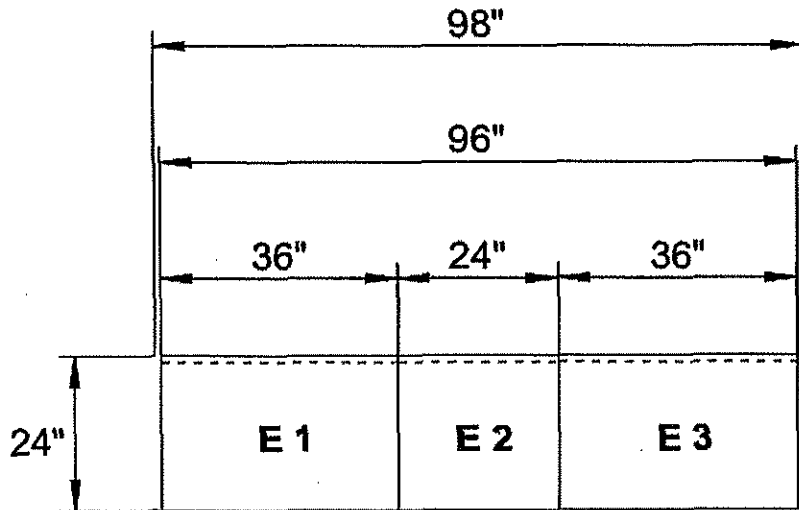


Existing Evidence Room Layout



The Document and Storage Management Professionals

III. Equipment Specifications



Board of Finance
Regular Meeting Minutes

Wednesday, December 7, 2022
Town Hall Auditorium – 7:00 p.m.

Present: Glenn Patterson, John Sheehan (arrived at 7:02) Ronald Fedor, Robert Tuneski, Kevin Petchark, Joe Filippetti, David Peabody

Absent: Kevin Petchark

Elected: Jody Nazarchyk, Selectwoman, Dave Camp, Town Clerk

Staff: Kimberly Allen, Director of Finance
Shea Moses, Office Coordinator

1. Establishment of a quorum and call to order
A quorum was established and the Regular Meeting of the Board of Finance was called to order at 7 p.m., December 7, 2022 by Town Clerk David Campo.

2. Public Comment: None

3. Election of Chair:

Glenn Patterson was nominated to be the Chair.

Motion by Ronald Fedor and **seconded** by Robert Tuneski to open and approve the nomination.

Vote: 6-0-0

Motion Passed.

Motion by Ronald Fedor and **seconded** by Robert Tuneski to move that the nominations be closed.

Vote: 6-0-0

Motion Passed.

4. Election of Clerk:

John Sheehan was nominated to be the Clerk.

Motion by Joseph Filippetti and **seconded** by David Peabody to open and approve the nomination.

Vote: 6-0-0

Motion Passed.

Motion by Joseph Filippetti and **seconded** by Ronald Fedor to move that the nominations be closed.

Vote: 6-0-0

Motion Passed.

5. **Approval and acceptance of minutes:**
Regular Meeting on November 9, 2022

Motion by John Sheehan and **seconded** by Robert Tuneski to approve the minutes of the November 9, 2022 Regular Meeting.

Vote: 6-0-0

Motion Passed.

6. Pending BOS approval to consider and act on a request from Michael Howley, Director of Fire Services, in the amount of \$25,000.00 to be moved from designated to appropriated from Capital and Non-recurring line # 20522-57794 Radio Equipment/Communications and forward to the RTM as required.

Finance Director Allen reported that the request was not approved by the BOS. It was discovered that pagers were not included in the original Radio Equipment Capital request, so the item was withdrawn from the BOS agenda.

Mr. Tuneski shared that there are 3 ways of communication in that Fire Departments communicate using radio, pagers and Streetwise. Which is a phone app. He explained that pagers are the best way to get people to respond to fires especially the volunteer fire fighters.

Finance Director Kim Allen, stated that a new request would most likely come back to the board as an unbudgeted item.

Based on information from the Finance Director and Mr. Tuneski no action is required for agenda item #6.

7. Pending BOS approval to consider an act on request from Marc Balestracci, Chief of Police, for an additional appropriation in the amount of \$86,016.00 to update/renovate the evidence and armory within the police department.

Police Chief, Marc Balestracci stated the request is to fund two projects: updates/renovations of the Armory and the Evidence Room. This was to be an FY24 Capital Project request, however given time, contractor availability and parts availability the request is being made now to meet a state accreditation deadline February 2025. Chief Balestracci noted he first site visit and inspection as part of the accreditation is in February.

There was a discussion on the updated price changes for each item which now equals a total of \$86,016 for both projects.

There was also a discussion from the Board and the Director of Finance on where/which account they would like the money to come from for these 2 projects. The Director of Finance recommended that it come from the Undesignated Fund Balance.

Motion by John Sheehan and **seconded** by Ronald Fedor to approve additional appropriation of \$86,016 from the Capital and Non-recurring Undesignate line #205-31520 Undesignated Fund balance to a new Capital and non-recurring project number to be created and forward to the RTM as required.

Vote: 6-0-0

Motion Passed.

Chairman Patterson proposed to advance item 16 on the agenda to item 8 and renumber the agenda items accordingly to allow Steve Cardelle, Building Official, to address Item 16 and not have to wait through the other agenda items which were exclusively business between the Board and the Finance director.

Motion by Joseph Filippetti and **Seconded** by Ronald Fedor to move Agenda item #16 up to #8 on the Agenda.

Vote: 6-0-0

Motion Passed.

8. To consider and act on a request from Kim Allen, Director of Finance, on behalf of the Building Department for a FY23 Out of Series Transfer as follows:

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10118	51120	Salary (Inspection)	174,632.00	152,855.00		(35,000.00)	117,855.00
2	10118	52030	Professional Services	750.00	0.00	30,000.00		30,000.00
3	10118	52050	Dues, Conferences, and Education	5,480.00	2,086.00	5,000.00		7,086.00
4								0.00
5								0.00
6								0.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
				TOTAL		35,000.00	(35,000.00)	

Steve Cardelle, Building Official is requesting the Out of Series transfer due to new code books that are needed for the building inspectors due to the new state codes. The code books cost \$1,500 each and are needed for each building official and other miscellaneous expenses are associated with the transfer request. He also noted the department's new hire is not licensed, will be taking classes, and also requires code books to be able to be supported.

John Sheehan made a comment that there is a need to get building inspectors so that we do not have to outsource inspectors so that we can keep it in house rather than hiring consultants.

Director of Finance, Kim Allen informed the Board that the Town has hired a new Planning Director Johnathan Mullin, a Waterford Resident, who may come on board with new ideas on keeping inspections in house instead of outsourcing. Mr. Cardelle noted there is a state wide issue with being able to fill these positions.

Motion by John Sheehan and **seconded** by Ronald Fedor to approve the decrease of Building budget line 10118-51120 Salary (Inspection) by \$35,000 and increase the Building budget line 10118-52030, Professional Services by \$30,000 and increase the Building budget line 10118-52050, Dues, Conferences and Education by \$5,000.

Vote: 5-0-1

Abstain: Joseph Filippetti

Motion Passed.

9. Review and approval of the Board of Finance budget for FY24.

John Sheehan asked about the audit cost and the audit itself. Finance Director Allen mentioned that here were new regulations this year for leases and there will be new regulations next year as well. She also mentioned that she received the draft of last year's audit today and that the auditors still have a few things that need to be fixed. Finally, Director Allen noted and that the RFP for the FY24 audit will go out in February.

Motion by John Sheehan and **seconded** by Ronald Fedor to approve the budget for \$70,159.

Vote: 6-0-0

Motion Passed.

10. Review and approval of the Contingency budget for FY24.

There was a discussion regarding the funds use and how it is supposed to cover increases within the budget and is generally unanticipated. Ronald Fedor made a point that it typically covers the departments on settling contracts. Chairman Patterson agreed with Mr. Fedor that there may be value in updating the budget guidelines around known contract settlements. John Sheehan made a comment that it always ends up unexpected because the departments were generally told no when they asked during the budget cycle.

Motion by John Sheehan and **seconded** by Robert Tuneski to approve the budget for \$265,000.

Vote: 6-0-0

Motion Passed.

11. Review and approval of the Debt Service budget for FY24.

Mr. Fedor raised a question at the numbers and stated that the interest is increasing where the principal is decreasing, as he looked at the history.

Kim Allen stated that a couple of bonds do not have flat rates and the interest rates fluctuate. John Sheehan made a comment about having all graphs in color versus black and white. Kim Allen assured him that the book would be in color.

Chairman Patterson discussed the bar graph on page 2 and the expenditure history and raised questions about the numbers ranging from 7.5 to 8.1 million. Kim Allen states that the payment went up in FY22 (\$7.9M), down in FY23 (\$7.1M), peaks in FY24 (\$8.1M), and then comes down.

Motion by John Sheehan and **seconded** by Robert Tuneski to approve the Debt Service budget for \$8,148,250.

Vote: 6-0-0

Motion Passed.

12. Selection of Board of Finance liaisons to Town of Waterford Boards and Commissions' for a term of one year.
- a. Board of Education: Currently Vacant and is tabled for discussion for the January Board of Finance Meeting
 - b. Board of Selectmen: Glenn Patterson
 - c. Utility Commission: Robert Tuneski
 - d. Recreation and Parks Commission: Robert Tuneski
 - e. Police Commission: David Peabody
 - f. Senior Citizen Commission: Joseph Filippetti
 - g. Youth Service Advisory Council: Joseph Filippetti
 - h. Emergency Management Advisory Council: John Sheehan
 - i. Representative Town Meeting: Glenn Patterson

There was a discussion regarding liaison item list A, Board of Education, to be tabled until the January Board of Finance meeting due to the absence of Board of Finance member Kevin Petchark.

Motion by Ronald Fedor and **seconded** by David Peabody to approve all the Board of Finance Liaisons as listed in B through I.

Vote: 6-0-0

Motion Passed.

13. Appointment of a Board of Finance member to serve on the Ad Hoc Committee to Screen Social Service Grant budgets for a term of one year December 2022 to December 2023.

Ronald Fedor nominated for the position.

Motion by John Sheehan and **seconded** by Robert Tuneski to approve the nomination.

Vote: 6-0-0

Motion Passed.

14. Appointment of a Board of Finance member to the Fleet Management Ad Hoc Committee for a term of one year December 2022 to December 2023.

Glenn Patterson nominated for the position.

Motion by John Sheehan and **seconded** by Joseph Filippetti to approve the nomination.

Vote: 6-0-0

Motion Passed.

15. Appointment of **two** Board of Finance members to serve on the RTM Long Range Fiscal Planning Committee for a term of one year December 2022 to December 2023.

Glenn Patterson and Kevin Petchark are nominated for the position.

Motion by John Sheehan and **seconded** by Joseph Filippetti to approve the nomination.

Vote: 6-0-0

Motion Passed.

16. Old Business:
 - a. Board review of proposed Board of Finance webpage data

There was a discussion regarding the revisions needed for page 1 of the webpage data and the meeting dates, needs to add that the BOF normally meets on the second Wednesday of each month but can change due to "extenuating circumstances". For example, BOF meets on the third Wednesday of the month of May and July.

Motion by John Sheehan and **seconded** by David Peabody to approve the Board of Finance webpage data as amended in the discussion.

Vote: 6-0-0

Motion Passed.

- b. Board review of proposed Board of Finance Policy and Procedure Formatting and Numbering.

Motion by John Sheehan and **seconded** by David Peabody to approve the Board of Finance Policy and Procedure Formatting and Numbering as presented.

Vote: 6-0-0

Motion Passed.

- c. Board review of proposed updates to BOF policy 1.02. "Submission of Agenda Items".

There was a discussion regarding changing the time period in which the Board of Finance agenda is issued before the meeting giving the members enough time to review everything before the meeting. There was also a discussion about making the changes in RED for the next meeting.

Motion by John Sheehan and seconded by Joseph Filippetti to table the discussion until the January Board of Finance.

Vote: 6-0-0

Motion Passed.

- d. Continued discussion around revising BOF Policy 1.01, Board of Finance Budget Guidelines to include Performance Metrics.

Robert Tuneski is asking that all applicable departments should be able to codify what they are asking for by showing statistical measurability. There was a discussion and agreeance with Board of Finance members that the departments should be able to provide some metrics, they are not all going to be the same for all departments. Data presented will be a meaningful way to compare year to year that what is requested in the Budget is appropriate according to the backup information and performance metrics.

Chairman Glenn Patterson stated that he had a discussion with Ronald Fedor and agreed Mr. Fedor be the Board's go-between with the First Selectman, who is working with the departments to develop the metrics.

Finance Director, Kim Allen stated that the new software that Recs & Parks will be receiving will be able to pull such metrics in a report. She would also like to re-name the document something other than "Budget Guidelines".

Board of Finance members agreed to carry the discussion as old business for the January Board of Finance meeting.

There was a discussion about the latest property value assessments and how the home assessments have increased by 35-37% this year. They also discussed the concerns of the residents for tax time and setting the mill rate.

The Board and the Finance Director all agree that they need to get the word out there to residents regarding the latest assessments and the increase in values as this will also affect homeowner's insurance rates with the market value.

17. New Business:

a. Board review and possible action on DRAFT Internal Control Policy.

Chairman Glenn Patterson has concerns regarding calling it a policy. He stated that it is more like an instruction to a person that doesn't really know the meaning of Internal Controls. Page 1 seems to be more specific to the Town as a whole versus page 5 which seems to be specific to Finance.

Mr. Peabody noted that many internal control policies outline disciplinary actions for policy violations. Discussion followed as to who has the means to enforce disciplinary action and if violations would be audit findings. It was also questioned as to whether Internal Controls is truly a BOF policy since the policy applies across town departments.

Director of Finance, Kim Allen will continue the discussion of the draft Internal Control Policy with HR and the First Selectman and report back to the BOF.

b. Board review of Board of Finance Director email regarding the 2022 year-end close out and the Audit Process.

Director of Finance, Kim Allen stated that this year's audit was difficult, as several departments were late turning in invoices and did not meet the year-end deadline with spending. There were several changes that had to be submitted to the auditors which resulted in more testing. The Director of Finance cannot see overall all of the department heads.

Starting in January Director of Finance, Kim Allen will be going to each Department doing audits which pertains to reviewing invoices, documents, procedures. The big issue with the end of the year audits is not receiving or receiving late information from the department heads, especially where purchases fall under the Purchase orders threshold amount.

Finance should not have to chase down in the information needed for the audits at the end of the year. There was some discussion of holding department heads accountable for the future.

John Sheehan requested to see where funds were encumbered but not spent. Director Allen said that any encumbrances will now be added to the Quarterly Capital Reports.

Chairman Glenn would like to see a Board of Finance policy in the near future regarding year-end closing.

- c. Finance Director Update on potential legislation needed to close-out the High School and Friendship School Project.

Kim Allen, Finance director contacted the state regarding both the high school and the Friendship school projects. Board of Ed Finance Director Joseph Mancini has signed off on the audit identifying that \$790,741 of the costs of high school construction were ineligible for state reimbursement, therefore the money is owed back to the state.. Director Aleen noted that the town has not yet been invoiced by the State.

Selectwoman Jody Nazarchyk noted that the school building committee should get together to meet on the issue as they were unaware of the money owed to the state.

Regarding the Friendship school project there was a discussion of the property itself and when the building reverts to town ownership. It was stated that the town takes ownership only if Learn vacates the building or when the building is 20 years old.

There was also a discussion to add the appointment of David Peabody to the Ad Hoc Energy in new business for the January Board of Finance meeting.

- 18. Liaison Reports: Robert Tuneski reports that he met with both new Directors Ryan McNamara, Recreation and Parks and James Bartelli, Utility Commission are both busy and seem to be diving in and doing well.
- 19. Correspondence
 - a. Virginia Bielucki, Town Accountant, Periodic Financial Statements FY23 dated November 9, 2022.
 - b. Virginia Bielucki, Town Accountant, Status of General Fund Unassigned Balance dated November 9, 2022.
 - c. Virginia Bielucki, Town Accountant, Status of Contingency FY23 dated November 9, 2022.

20. Adjournment

Motion by John Sheehan and **seconded** by Ronald Fedor to adjourn the Regular Meeting.

Vote: 6-0-0

Motion passed.

Meeting adjourned at 9:00 p.m.

Respectfully submitted,



John Sheehan, Clerk



Shea Moses, Office Coordinator

Board/Commission/Committee	Liaison	Notes
Ad Hoc Committee to Screen Social Service Grant Budgets	Ronald Fedor	12/2022-12/2023
Board of Education	Vacant	Will vote next BOF
Board of Selectman	Glenn Patterson	12/2022-12/2023
Emergency Management Advisory Council	John "Bill" Sheehan	12/22-12/2023
Fleet Management Ad Hoc Committee	Glenn Patterson	12/2022-12/2023
Long Range Fiscal Planning Committee (RTM)	Kevin Petchark	12/2022-12/2023
Long Range Fiscal Planning Committee (RTM)	Glenn Patterson	12/2022-12/2023
Recreation & Parks Commission	Robert Tuneski	12/2022-12/2023
Retirement Commission (2 years)	Kevin Petchark	12/2021-12/2023
Representative Town Meeting (RTM)	Glenn Patterson	12/2021 - 12/2022
Police Commission	David Peabody	12/2022-12/2023
School Building Committee	Robert Tuneski	2/2022 - 6/2022 7/2022 - 6/2023
Senior Citizens Commission	Joe Filippetti	12/2022-12/2023
Utility Commission	Robert Tuneski	12/2022-12/2023
Youth Services Advisory Council	Joe Filippetti	12/2022-12/2023