

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



RECEIVED FOR RECORD
WATERFORD, CT
APR 11 A 11:56
PHONE: 860-442-0633
www.waterfordct.org
TOWN CLERK

AGENDA
BOARD OF SELECTMEN REGULAR MEETING
Tuesday, April 16, 2024
5:00 PM
Waterford Town Hall (Appleby Room)

(Procedural Action: Check register to be signed by the Board of Selectmen in accordance with CGS 7-83)

1. Call to Order & Roll Call:
2. Pledge of Allegiance
3. Public Comment:
4. Board of Education – Surplus Assets: To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Waterford Public Schools Director of Information Technology, Mark Geer and the Town of Waterford Manager of Information Technology, Jeffrey Robillard, for surplus disposal of the following items as they've outlived their usefulness:
 - Asset #006270-Assay No. 0A-1321-3874, Serial No. 1076, Daktronics AF3400 48 x 112, MFG Date 10/20/07 REV 04
 - Asset #006270-Assay No. 0A-1321-3874, Serial No. 1076, Daktronics AF3400 48 x 112, MFG Date 10/20/07 REV 04
5. Additional Appropriation – GGA & 1303 – To consider and act on a request for a FY24 additional appropriation, from the Human Services Administrator, Dani Gorman, in the amount of \$14,552, line #10119-51110 (administrative line), \$5,613, line #10119-51210 (clerical line), \$1,543, line #10119-51920 (FICA) and forward on to the Board of Finance if approved.
6. Economic Development Commission: To consider and act on the following request for a FY24 In-Series Transfer from the Planning Director, Jonathan Mullen, in the amount of \$2,000 to cover Professional Fees overage.

7. **Recreation and Parks - Surplus Assets:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Director of Recreation and Parks, Ryan McNamara, for surplus disposal as it has outlived its usefulness.

- **Asset #101415-203 2003 John Deere 4710 Tractor Serial # CVW1JD4510AS**

8. **Information Technology:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Information Technology Manager, Jeffrey Robillard, in the amount of \$7,000 to cover year end needs expectations and forward on to the Board of Finance if approved.

9. **Information Technology:** To consider and act on the following request for a FY24 In-Series Transfer from the Information Technology Manager, Jeffrey Robillard, in the amount of \$4,900 to cover total year end outcomes based on salary predictions.

10. **Fire Department - Surplus Assets:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Director of Fire Services, Michael Howley, for surplus disposal of several items that have outlived their usefulness:

- **Assets include pagers, chargers, radios, emergency lighting, sirens, power supplies, batteries, and antennas (201 items listed in backup)**

11. **Police Department:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Police Chief, Marc Balestracci, in the amount of \$25,000 to cover hiring costs and maintenance expenditures and forward on to the Board of Finance if approved.

12. **Police Department - Surplus Assets:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Police Chief, Marc Balestracci, for surplus disposal as this vehicle has been replaced:

- **Asset ID: 101277 Tag: Car 4, 2014 Chevrolet Caprice, VIN# 6G3NS5R37EL962766**

13. Public Works Department - Bid Award: Bid #24-001 Recast Concrete Curbing Replacement Sandy Hollow Drive: To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of Public Works Director, Gary Schneider, to award the bid to Wiese Construction, Inc., in the amount of \$218,060. Funds will be available from line #33023-55901, (Curb Replacement Sandy Hollow & Shore).

14. Public Works Department - Bid Award: Bid #24- Adjusting Manhole Frames and Valve Covers: To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of Public Works Director, Gary Schneider, to award the bid to Prime Electric, in the amount of \$4,390. Funds will be available from line #20530-57880, (Major/Minor Rd Paving).

15. Public Works: To consider and act on the following request for a FY24 Out-of-Series Transfer from the Public Works Director, Gary Schneider, in the amount of \$20,000 to cover inflation costs of supplies and auto repairs and forward on to the Board of Finance if approved.

16. Public Works: To consider and act on the following request for a FY24 Out-of-Series Transfer from the Public Works Director, Gary Schneider, in the amount of \$36,400 to cover mandatory OSHA training, water testing, rentals and resignations and forward on to the Board of Finance if approved.

17. Additional Appropriation – Town Hall Bathroom – To consider and act on a request for a FY24 additional appropriation from the Public Works Director, Gary Schneider, in the amount of \$55,000, for change orders, to account #20511-57879 and forward on to the Board of Finance if approved.

18. First Selectman's Office: To consider and act on the following request for a FY24 Out-of-Series Transfer from the First Selectman, Robert Brule, in the amount of \$232.04 to cover supplies and negative line items and forward on to the Board of Finance if approved.

19. Appointments & Resignations:

19a. Resignation by Robert Brule, Board of Selectmen Member, from the Fire Services Review Special Committee.

20. Board of Selectmen: To consider and act on a proposed License Agreement between the Town of Waterford and Friends of Nevins Cottage Inc. for the property known as Nevins Cottage, 55 Rope Ferry Road, Waterford,

Connecticut

21. New Business:

22. Old Business:

23. Correspondence:

23a. Town of Waterford CT Quarterly Report 1-01-24 thru 3-31-24

23b. Email from Maria Stapleton – 114 Dayton Road

23c. Email from Karen Krohn – Sign on the Quaker Hill Green

23d. Letters from Stanley & McLoughlin family – Great Neck School

23e. Letters from Callahan & Brackels family – Great Neck School

24. Consent Agenda

24a. Tax Refund

24b. Board of Selectmen Regular Meeting Minutes March 19, 2024

25. Adjournment:

FINANCE DEPARTMENT

Memo

To: The Board of Selectmen
From: Shea Davy
Date: March 20, 2024
Re: Disposal of aged assets

Dear Mr. Brule:

In accordance with the Town Property Ordinance, Chapter 2.112.020, it is requested that the Board of Selectmen please consider an act to surplus for disposal, on Behalf of the Information Technology for The Board of Education and the Town of Waterford, for the following digital signs panels located at Waterford High School that have outlived their usefulness and have been replaced as part of a capital project.

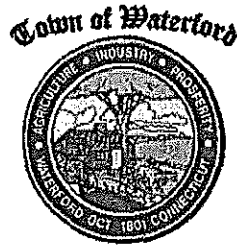
- Asset #006270-Assy No. OA-1321-3874, Serial No. 1076, Daktronics AF3400 48 x 112, MFG Date 10/20/07 REV 04
- Asset #006270-Assy No. OA-1321-3874, Serial No. 1076, Daktronics AF3400 48 x 112, MFG Date 10/20/07 REV 04

This item will be disposed of by Sign Craft, LLC, vendor who has been awarded the project.

Thank you for your consideration


Shea Davy
Purchasing Agent,
Town of Waterford

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-

March 20, 2024

Shea Davy, Purchasing Agent
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Dear Shea Davy,

The IT Departments for the School System and Town would like to dispose of the following items.

There are two digital sign panels with a single serial number as they come bolted back to back as a single product.

Both left and right sides of the sign have the following markings

Assy No. OA-1321-3874, Serial No. 1076, Daktronics AF3400 48 x 112, MFG Date 10/20/07 REV 04

Assy No. OA-1321-3874, Serial No. 1076, Daktronics AF3400 48 x 112, MFG Date 10/20/07 REV 04

The above items were removed from the Waterford High School digital sign due to the items being broken and are to be replaced as part of a capital project. The signs are currently with the vendor who is replacing the signs who can take care of the physical disposal.

Thank you

Mark Geer

Director of IT
Waterford Public Schools

Jeffrey M. Robillard

IT Manager
Town of Waterford

Waterford Youth & Family Services

To: Board of Selectman through Finance Director Kimberly Allen

From: Dani Gorman, Human Services Administrator

Re: Additional Appropriation

Cc: Youth & Family Services Advisory Board
Heidi McSwain, Human Services Coordinator

Date: March 14, 2024

I am writing to respectfully request an additional appropriation for 3 lines in the 51000 series that are impacted by the collective bargaining agreements reached between the Town and two unions (GGA & 1303). Both of these agreements were reached after our budget presentations for fiscal year 2024 were submitted.

The additional appropriations are as follows;

Line Item	Amount Requested	Reason
10119-51110	\$14,552	3 positions in the administrative line are represented in the GGA union. A contract was settled during the current fiscal year that afforded these members general wage increases and retroactive payments.

Line Item	Amount Requested	Reason
10119-51210	\$5,613	Currently 2 positions in the clerical line are represented in the 1303 union. A contract was settled during the current fiscal year that afforded these members general wage increases and retroactive payments.

Line Item	Amount Requested	Reason
10119-51920	\$1,543	This the FICA for both lines.

#6

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

Economic Development Commission
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	Budget Transfer INCREASE	Budget Transfer DECREASE	REVISED Available Budget
1	10113	52030	Professional Fees	\$ 15,000	\$ (2,000)	2,000.00		\$ -
2	10113	52050	Dues & Conferences	\$ 11,647	\$ 2,503		(2,000.00)	\$ 503
3								\$ -
4								\$ -
5								\$ -
6								\$ -
7								\$ -
8								\$ -
TOTAL						2,000.00	(2,000.00)	

Explanation:

Professional Fees line item over budget

Jonathan F. Mullen
Department Head

3/18/2024
Date

Director of Finance

Date

First Selectman

Date

See attached
Commission/Board Approval

Date



MINUTES
WATERFORD ECONOMIC DEVELOPMENT COMMISSION
March 14, 2024
WATERFORD TOWN HALL - LOUISE T. APPLEBY ROOM
5:00 PM

MEMBERS PRESENT: Edward Lusher, Chairman, Guy Russo, Michael Buscetto, Kathleen Mullen-Kohl
MEMBERS ABSENT: James Nicholas
ALTERNATES ABSENT: Scott Gladstone, Julie Greco
STAFF PRESENT: Jonathan E. Mullen, AICP, Planning Director, Mark Wujtewicz, Planner, Dawn Choisy, Recording Secretary

1. CALL TO ORDER/APPOINTMENT OF ALTERNATES

Chairman E. Lusher called the meeting to order at 5:00 pm.

2. APPROVAL OF MINUTES - February 8, 2024 special meeting

MOTION: Motion made by G. Russo, seconded by M. Buscetto to approve the minutes of the February 8, 2024 meeting as written

VOTE: 4-0

3. IN-SERIES TRANSFER - \$2000.00

From: 10113-52050 (Dues and Conferences)

To: 10113-52030 (Professional Fees)

MOTION: Motion made by G. Russo, seconded by M. Buscetto, to approve the In-Series transfer.

VOTE: 4-0

4. CRYSTAL MALL UPDATE

J. Mullen informed the Commission that a consultant had been hired to develop a conceptual plan for the mall and to engage the separate owners of the mall into establishing a cohesive vision.

5. BEAUTIFICATION DISCUSSION

M. Wujtewicz gave a brief overview of the proposed improvements to the Welcome to Waterford signage and surrounding areas. The Commission discussed the potential for enhancing the Welcome to WATERFORD Signs located at the gateway entrances to Town. In Quaker Hill on Rte 32 and on Rte. 1 at the East Lyme border. Commissioner. Buscetto will work with the Commission and Staff to investigate options for enhancing a welcoming presence in Town.

RECEIVED FOR RECORD
WATERFORD, CT
2024 MAR 15 P 12:51
ATTES: [Signature]
TOWN CLERK

G. Russo requested that discussion of the Plan of Conservation and Development be added to the agenda. Commission members discussed items they would like to have included in the Plan. J. Mullen stated that Commission members should forward their suggestions to him for review by the Town's consultant.

5. ADJOURNMENT

MOTION: Motion made by M. Buscetto, seconded by K. Mullen, to adjourn the meeting at 5:29 pm.

VOTE: 4-0

Respectfully submitted,



Dawn Choisy
Recording Secretary

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 15									
	ORIGINAL APPROP	TRANS/ADJ'S	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
101 GENERAL FUND									
1011 ECONOMIC DEV. COMM									
52010 ADVERTISING									
10113 52010	500.00	0.00	500.00	0.00	400.00	100.00	80.0%		
52010 PROFESSIONAL FEES									
10113 52030	15,000.00	0.00	15,000.00	5,000.00	12,000.00	-2,000.00	113.3%		
52050 DUES, CONFERENCES									
10113 52050	11,647.00	0.00	11,647.00	9,143.95	0.00	2,503.05	78.5%		
52060 PRINTING									
10113 52060	200.00	0.00	200.00	0.00	0.00	200.00	.0%		
52070 REIMBURSABLE EXPENSES									
10113 52070	100.00	0.00	100.00	90.17	0.00	9.83	90.2%		
TOTAL ECONOMIC DEV. COMM.									
	27,447.00	0.00	27,447.00	14,234.12	12,400.00	\$12.88	97.0%		
TOTAL GENERAL FUND									
	27,447.00	0.00	27,447.00	14,234.12	12,400.00	\$12.88	97.0%		
TOTAL EXPENSES									
	27,447.00	0.00	27,447.00	14,234.12	12,400.00	\$12.88			
GRAND TOTAL									
	27,447.00	0.00	27,447.00	14,234.12	12,400.00	\$12.88	97.0%		

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13				
ORIGINAL APPROP	TRANS/ADJMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES AVAILABLE BUDGET % USED

** END OF REPORT - Generated by Kimberly Allen **

FINANCE DEPARTMENT

Memo

To: The Board of Selectmen
From: Shea Davy
Date: March 19, 2024
Re: Disposal of aged assets

Dear Mr. Brule:

In accordance with the Town Property Ordinance, Chapter 2.112.020, it is requested that the Board of Selectmen please consider an act to surplus for disposal, on Behalf of the Recreation & Parks Department, Asset#101415, 2003 John Deere 4710 Tractor. This item has outlived its usefulness to the Town and is being replaced according to the Fleet Management Plan for FY24.

This item will be disposed of by auction on GovDeals.

Thank you for your consideration


Shea Davy
Purchasing Agent,
Town of Waterford

TOWN OF WATERFORD
FLEET MANAGEMENT PLAN - EQUIPMENT
FISCAL YEARS 2024 - 2028

Approved 5.10.2023

63

TOTAL NO.

Equipment to be
Replaced
Total Budget

FLEET Asset ID	TOWN/Asset ID	DO NOT REPL	Agency Name	Repl. Cycle in Years	Class Description	Asset Model Year	In-Service Date	Gross Vehicle Cost	Manuf.	Model	Serial #
P51	101415		REC/PARKS	15	TRACTOR	2003	9/30/2003	\$140,895	JOHN DEERE	4710 TRACTOR (diesel)	CWW1JD4510AS

Town of Waterford
Recreation and Parks Commission

MEMO

DATE: March 18, 2024
TO: Ad Hoc Committee on Fleet Management Variances
FROM: Ryan McNamara, Director of Recreation & Parks
RE: Fleet Management Variation Request

The Recreation and Parks Commission would like to request variances to the Town of Waterford Fleet Management Plan.

I. P51 Surplus

P-51 is a 2003 John Deere Tractor that is scheduled for replacement in FY'26. The funding allocated for the replacement is \$80,000. The current machine is currently not operable and requires surplus action. **Our request is to surplus the current machine and request replacement change from FY'26 to FY'24.** (Quotes from the state contract are attached.)

II. P53 : P55 : P60: Toro Large Mower State Contract Cost Increase

Recreation and Parks has recently become aware, when requesting a quote for replacing a Large Mower (P60), that the amounts secured to fund these replacements need revision. The latest quote (attached) from Toro, on the CT State Contract, was received in the amount of \$92,177.63 for a difference of approx. \$30,000 and above the 10% variance threshold.

There are no additional features or attachments bringing our department to the conclusion that all previous escalators and inflationary costs need adjustment within the Fleet Plan, particularly with Recreation and Parks. We will begin to request quotes for all equipment and provide the justification for any updates required.

Our request for the current replacement (P60) is to move the replacement date to FY'25 allowing time for the equipment to be updated and financing reviewed. We believe the current P60 can last until next cycle.

Please let me know when a suitable time is available to meet and answer any questions regarding this request. Thank you for your consideration.

#8

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

IT Department (10147)

DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10147	51210	CLERICAL AND TECHNICAL	107,054	24,061	7,000		31,061
2	10147	52043	SERVICE CONTRACTS INFO	875,066	57,629		(7,000)	50,629
								0
TOTAL						7,000	(7,000)	

Explanation

TRANSFER AVAILABLE FUNDS FROM SERVICE CONTRACTS INFO TO CLERICAL AND TECHNICAL TO COVER YEAR END NEEDS EXPECTATIONS

DUE TO RAISE AND STEP

JEFFREY ROBILLARD

Department Head

Director of Finance

3/21/2024

Date

Date

Date

Date

First Selectman

Commission/Board Approval

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 L3									
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
101 GENERAL FUND									
10147 INFORMATION TECHNOLOGY EXPENSE									
51110 ADMINISTRATION									
10147 51110	113,700.00	ADMINISTRATION 0.00	113,700.00	82,956.10	0.00	30,743.90	73.0%		
51210 CLERICAL AND TECHNICAL									
10147 51210	107,054.00	CLERICAL AND TECHNICAL 0.00	107,054.00	82,992.56	0.00	24,061.44	77.5%		
51810 OVERTIME									
10147 51810	5,000.00	OVERTIME 0.00	5,000.00	74.51	0.00	4,925.49	1.5%		
51920 F.I.C.A.									
10147 51920	17,263.00	F.I.C.A. 0.00	17,263.00	11,905.51	0.00	5,357.49	69.0%		
52043 SERVICE CONTRACTS INFORMATION									
10147 52043	875,066.00	SERVICE CONTRACTS INFORMATION 0.00	875,066.00	726,475.37	90,961.43	57,629.20	93.4%		
52070 REIMBURSABLE EXPENSES									
10147 52070	500.00	REIMBURSABLE EXPENSES 0.00	500.00	0.00	0.00	500.00	.0%		
52080 TELEPHONE									
10147 52080	1,815.00	TELEPHONE 0.00	1,815.00	985.24	492.32	337.44	81.4%		

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2024-13								
	ORIGINAL APPROP	TRANS./ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
54130 COMPUTER EQUIPMENT								
10147 54130	44,783.00	COMPUTER EQUIPMENT 0.00	44,783.00	36,939.44	0.00	7,843.56	82.5%	
TOTAL INFORMATION TECHNOLOGY EXPENDITURE		4.00	1,165,181.00	942,328.73	91,453.75	131,398.52	88.7%	
TOTAL GENERAL FUND		0.00	1,165,181.00	942,328.73	91,453.75	131,398.52	88.7%	
TOTAL EXPENSES		0.00	1,165,181.00	942,328.73	91,453.75	131,398.52	88.7%	
GRAND TOTAL		0.00	1,165,181.00	942,328.73	91,453.75	131,398.52	88.7%	

** END OF REPORT - Generated by Kimberly Allen **

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13									
ORIGINAL APPROP		TRANS/ADJUSTS		REVISED BUDGET		YTD EXPENDED		ENCUMBRANCES AVAILABLE BUDGET % USED	
101 GENERAL FUND									
10147 INFORMATION TECHNOLOGY EXPENDI									
51110 ADMINISTRATION									
10147 51110	ADMINISTRATION	0.00		113,700.00		82,956.10		0.00	73.0%
	113,700.00								
51210 CLERICAL AND TECHNICAL									
10147 51210	CLERICAL AND TECHNICAL	0.00		107,054.00		82,992.56		0.00	77.5%
	107,054.00								
51810 OVERTIME									
10147 51810	OVERTIME	0.00		5,000.00		74.51		0.00	1.5%
	5,000.00								
51920 F.I.C.A.									
10147 51920	F.I.C.A.	0.00		17,263.00		11,905.51		0.00	69.0%
	17,263.00								
52043 SERVICE CONTRACTS INFORMATION									
10147 52043	SERVICE CONTRACTS INFORMATION	0.00		875,066.00		726,475.37		90,961.43	93.4%
	875,066.00								
52070 REIMBURSABLE EXPENSES									
10147 52070	REIMBURSABLE EXPENSES	0.00		500.00		0.00		0.00	.0%
	500.00								
52080 TELEPHONE									
10147 52080	TELEPHONE	0.00		1,815.00		985.24		492.32	81.4%
	1,815.00								

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13						
ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
54130 COMPUTER EQUIPMENT						
10147 54130	COMPUTER EQUIPMENT	44,783.00	36,939.44	0.00	7,843.56	82.5%
	44,783.00					
TOTAL INFORMATION TECHNOLOGY EXPENDITURE						
	1,165,181.00	1,165,181.00	942,328.73	91,453.75	131,398.52	85.7%
TOTAL GENERAL FUND						
	1,165,181.00	1,165,181.00	942,328.73	91,453.75	131,398.52	85.7%
TOTAL EXPENSES						
	1,165,181.00	1,165,181.00	942,328.73	91,453.75	131,398.52	
GRAND TOTAL						
	1,165,181.00	1,165,181.00	942,328.73	91,453.75	131,398.52	88.7%

** END OF REPORT - Generated by Kimberly Allen **

FINANCE DEPARTMENT

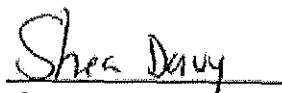
Memo

To: The Board of Selectmen
From: Shea Moses
Date: March 18, 2024
Re: Disposal of Surplus Assets

Dear Mr. Brule:

In accordance with the town Property Ordinance, Chapter 2.112.020, it is requested that the Board of Selectman please consider an act to surplus, on Behalf of the Fire Department. As the attached items have outlived their usefulness to the department and most items have been out of service for several years. These items include; pagers, chargers, radios, emergency lighting, sirens, power supplies, batteries, and antennas. These items will be properly disposed of and or sold to Sunny Communications and Radiowell, both companies who specializes in purchasing used equipment. Please see the list attached:

Thank you for your consideration


Shea Davy
Purchasing Agent,
Town of Waterford



TOWN OF WATERFORD
DIRECTOR OF FIRE SERVICES

204 Boston Post Road

Waterford, CT 06385

March 18, 2024

First Selectman Rob Brule

15 Rope Ferry Road

Waterford, CT 06385

Re: Mic. Radio, pager, lighting Surplus items

On behalf of the Waterford Fire Services, I would like to request that the attached list of items be surplus. This is the result of cleaning up miscellaneous items from each fire company that is no longer in service or usable to the Town. Most of these items have been out of service for a long period of time.

Director of Fire Services

A handwritten signature in dark ink, appearing to read "MJH".

Michael J. Howley

CC: Kim Allen, Director of Finance

	A	B	C	D
1	Item	Model	Serial Number	
2	Minitor Pagers			
3	Minitor 2 pager	none	none	
4	Minitor 2 pager	A2489FR3688	646XXT265G	
5	Minitor 2 Pager	H01UMC1222AC	646B25239	
6	Minitor 2 pager	646X002CXF	none	
7	Minitor 2 pager	F46BNU6817	none	
8	Minitor 2 pager	none	none	
9	Minitor 2 pager	MD5XVS223W	none	
10	Minitor 2 pager	MD5BRE2BP6	none	
11	Minitor 2 pager	MD5XTW243W	none	
12	Minitor 2 pager	none	none	
13	Minitor 2 pager	none	none	
14	Minitor 2 pager	none	none	
15	Minitor 2 pager	646BZJ233T	none	
16	Minitor 3 Pager	253BBA2NG5	A01KUS7238AC	
17	Minitor 3 Pager	none	none	
18	Minitor 3 Pager	253B8C24XT	A01YMS7239AC	
19	Minitor 4 Pager	136WES23QT	A01KUS7238BC	
20	Minitor 4 Pager	3 units		
21	Minitor 4 Pager	A01KUS7239AC	839SDY2F7Q	
22	Minitor 5 Pager	136WPE1147	A01KMS723BC	
23	Minitor 5 Pager	6 units		
24	Minitor 5 Pager	839SDY26H2	A01KUS7238AC	
25	Minitor Pager Chargers			
26	Minitor 2 Charger	6 units		
27	Minitor 2 Charger	40-94-04-443	NRN4958B	
28	Minitor 2 Charger	31-96-04-131	NRN4958	
29	Minitor 2 Charger	2301	NRN4958	
30	Minitor 2 Charger	339594533	NRN4958	
31	Minitor 2 Charger	12-90-4	NRN4968B	
32	Minitor 2 Charger	none	NRN4958	
33	Minitor 2 Charger	none	NRN4958	
34	Minitor 2 Charger	none	NRN4958	
35	Minitor 2 Charger	none	NRN4958	
36	Minitor 2 Charger	none	NRN4958	
37	Minitor 2 Charger	none	NRN4958	
38	Minitor 2 Charger	none	NRN4958	
39	Minitor 2 Charger	none	NRN4958	
40	Minitor 2 Charger	none	NRN4958	
41	Minitor 2 Charger	none	NRN4958	
42	Minitor 2 Charger	none	NRN4958	
43	Minitor 2 Charger	none	NRN4958	
44	Minitor 2 Charger	none	NRN4958	
45	Minitor 2 Charger	none	NRN4958	
46	Minitor 2 Charger	none	NRN4958	

	A	B	C	D
47	Minitor 2 Charger	none	NRN4958	
48	Minitor 2 Charger	none	NRN4958	
49	Minitor 2 Charger	none	NRN4958	
50	Minitor 4 Charger	5 units		
51	Minitor 4 Charger	none	NYN8348A	
52	Minitor 4 Charger	none	NYN8348A	
53	Minitor 4 Charger	none	NYN8348A	
54	Minitor 4 Charger	none	NYN8348A	
55	Minitor 4 Charger	none	NYN8348A	
56	Minitor 4 Charger	none	NYN8348A	
57	Item	Model	Serial Number	
58	Minitor 4 Charger	none	NYN8348A	
59	Minitor 5 Charger	6 units		
60	Minitor 5 Charger	none	RLN5869C	
61	Minitor 5 Charger	none	RLN5869C	
62	Minitor 5 Charger	none	RLN5869C	
63	Minitor 5 Charger	none	RLN5869C	
64	RADIOS			
65	Vertex Car radio w/mic	4M28022	FTL1011	
66	Vertex Radio	8L212364	VX-354-ADOB-5	
67	Vertex Radio	7M105373	VX-354-ADOB-5	
68	Vertex Radio	3F341211	VX-180V	
69	Vertex Radio	8L241704	VX-354-ADOB-5	
70	Vertex Radio	7M105371	VX-354-ADOB-5	
71	Vertex Radio	8L212367	VX-354-ADOB-5	
72	Vertex Radio	VX-354-ADOB-5	8E151525	
73	Vertex Radio	VX-354-ADOB-5	8E151522	
74	Vertex Radio	8L212365	VX-354-ADOB-5	
75	Vertex Radio	8L212369	VX-354-ADOB-5	
76	Vertex Radio	VX-354-ADOB-5	OH450357	
77	Vertex Radio	8L212366	VX-354-ADOB-5	
78	Vertex Radio	7D214576	VX180v	
79	Vertex Radio	56871347	VX180v	
80	Ericson Radio	none	none	
81	Ericson Radio	9495816	KRD1031052R1B	
82	Infinity Radio	P-777	070426N2281	
83	Infinity Radio	P-777	070426N2233	
84	Infinity Radio	P-777	070426N2284	
85	Infinity Radio	P-777	070426N2292	
86	Macom P5100	MAHM-58RDXX	9218764	
87	Macom P5100	MAHM-58RDXX	9177297	
88	Macom P5100	MAHM-58RDXX	9240236	
89	Macom P5100	MAHM-58RDXX	9177817	
90	Johnsonn Radio Mic	none	none	
91	Macom Radio Head	RE58340	KRY1011632112	
92	Motorolla Radius P200	H41RFU7160AN	126TRA0188	

	A	B	C	D
93	Motorolla Radius P200	H41RFU7160AN	126TYJ0536	
94	Kenwood Radio Head	none	none	
95	Kenwood Portable	TK-272-6	40300623	
96	Kenwood Radio Head	none	none	
97	RADIO CHARGERS			
98	Quick Charger 2	500220	none	
99	Quick Charger 2	500220	none	
100	Infinity radio charger	VETOPA-CH-2G0	J0670422	
101	Infinity radio charger	none	none	
102	Vertex Radio Charger	CD-34	1022	
103	Vertex Radio Charger	none	none	
104	Vertex Charge Tower	CD-18	LEI403MAR	
105	Vertex Radio Charger	none	CD30	
106	Vertex Radio Charger	AAF19X102	CD30	
107	Vertex charging adapter	AAA72X001	VCM-1	
108	Vertex charging adapter	none	none	
109	Vertex charging adapter	none	none	
110	Vertex Charger Cradle	AAF19X102	CD34	
111	Vertex Rapid Charger	852	CD34	
112	Vertex Rapid Charger	none	CD34	
113	Macom Charger	39973	06B3B	
114	Macom Radio Charger	06AFB	39973	
115	Macom Radio Charger	06B11	39973	
116	Macom Radio Charger	06C53	39973	
117	Motorolla Charger	NRN4987A	none	
118	Motorolla Charger	TDN9816A	291CAES0020	
119	Motorola Radio Charger	none	SPA-4813B	
120	ITEM	Model	Serial Number	
121	RADIO CHARGERS			
122	Vertex Charger Cradle	6 units	new in boxes	
123	Harris Radio Charger	1715205496	Rev B	
124	Radio Mic's	KRY1011617/183	Rev G 1015	
125	Harris Radio Mic	KRY1011617/183	Rev G 1015	
126	Harris Radio Mic	KRY1011617/183	Rev C 0914	
127	Harris Radio Mic	KRY1011617/183	Rev G 1015	
128	Harris Radio Mic	KRY1011617/183	Rev G 1015	
129	Harris Radio Mic	KRY1011617/183	Rev G 1015	
130	Harris Radio Mic	KRY1011617/183	Rev G 1015	
131	Harris Radio Mic	KRY1011617/183	Rev G 1015	
132	Harris Radio Mic	KRY1011617/183	Rev A	
133	Harris Radio Mic	KRY1011617/183	Rev F	
134	Ericson Radio Mic	6	new in box	
135	Vertex Radio Mic	none	A1396007	
136	RADIO SPEAKERS			
137	Unknown	none	none	
138	Motorola Speaker	none	RSN6027-A1	

	A	B	C	D
139	Midland Speaker	70-235JA	none	
140	Maco Speaker Mount	LS10282411	R1A	
141	Macom Radio Speaker	LS102824V1	R1A	
142	POWER SUPPLY			
143	Radio Shack Power Sup.	12A8	813818	
144	Astron Power Supply	200030019	SL-11S	
145	Sho Me Power Supply	11-100SSF	none	
146	Whelen Power Supply	01-0662320-00C	PGJ13646	
147	Whelen Power Supply	01-066230-00D	PMB45460	
148	Whelen Power Supply	PGC3351	none	
149	Whelen Power Supply	50969	02-0340961-00B	
150	SIRENS			
151	Whelen Siren	295HFS1a	PGK24431	
152	Whelen Siren W/Mic	01-0868524-00	PJE09412	
153	Whelen Siren W/Mic	01-086323200A	280	
154	Whelen 4 Function siren	30-2104	none	
155	Whelen 4 Function siren	30-2104	none	
156	Whelen Siren	PJE00063	SA314	
157	Sho Me 4 siren	302104	none	
158	Siren Switch	no information	no information	
159	Siren Switch	no information	no information	
160	Siren Switch	no information	no information	
161	Southern VP siren	150936	SA-400-23	
162	Southern VP siren	SA-40073	151022	
163	Southern VP siren	150938	SA-400-23	
164	Southern VP siren	158185	SA-400-23	
165	RADIO REPEATERS			
166	Johnson Radio Repeater	71621C525A	242-7162	
167	Kenwood Transceiver	10600267	TK-890	
168	EMERGENCY LIGHTING			
169	Whelen Grill Strobe	IC#040	02-0340961-00B	
170	Whelen Grill Strobe	none	02-0340961-00B	
171	Blue Strobe Light	01-0263752-24E	8872	
172	Strobe Light pair	none	none	
173	Whelen Light Bar	4430	335961	
174	Whelen Light Bar	785 mini	237454	
175	Whelen Light Bar	9804F	238101	
176	Whelen Light Bar	9M140W00	4590	
177	Whelen Light Bar	500 Series	PLH22077	
178	Whelen Light Bar	DMP2S	P9513220	
179	Whelen Wide Angle	01-06837185RO	354	
180	Whelen Wide Angle	01-06837185RO	353	
181	Whelen Wide Angle	01-06837185RO	352	
182	Whelen Wide Angle	01-06837185RO	356	
183	Whelen Wide Angle	01-06837185RO	351	
184	Whelen Traffic Advisor	01-0285854-01B	54516	

	A	B	C	D
185	Whelen Headlight Flash	01-0669124-01	PKJ00247	
186	Whelen Headlight Flash	no Information	No Information	
187	Whelen Headlight Flash	01-0669124-0	88	
188	Whelen Headlight Flash	01-0663134-000	PPF88518	
189	Universal Flasher	none	NO4Q2	
190	911EP Light	TD-WL-36B	ABBA1271	
191	Whelen Lightbar switch	01-0881880-00A	1643	
192	Whelen Headlight Flash	01-066-3134-000	PPF85257	
193	Bidirectional flashers	17764	01-0553134-00	
194	RADIO BATTERY			
195	Motorola Radio Battery	none	RLN5707A	
196	Motorola Radio Battery	none	RLN5707A	
197	Motorola Radio Battery	none	RLN5707A	
198				
199				
200	ITEM	Model	Serial Number	
201	Scott Products			
202	Scott Sems Base unit	B08050416	none	
203	Scott Sems Base unit	B12050500	none	
204	Scott Voice Amplifier	none	804560-01	
205	Scott Voice Amplifier	none	804560-01	
206	Scott Voice Amplifier	none	804560-01	
207	Scott Voice Amplifier	none	804560-01	
208	Scott Voice Amplifier	none	804560-01	
209	Scott Voice Amplifier	none	804560-01	
210	Scott Voice Amplifier	none	804560-01	
211	Scott Voice Amplifier	none	804560-01	
212	Scott Mini CO detector	Mini SA	none	
213	Scott Mini CO detector	Mini SA	none	
214	Scott Scout 4 gas meter	SCT-096-2560	A0602-611	
215	Scott Scout 4 gas meter	SCT-096-2560	none	
216	Scott Scout 4 gas meter	SCT-096-2560	none	
217	Miscellaneous Items	Model	Serial Number	
218	Havis MDT mount	C-3090-1	none	
219	Radio Antenna	none	none	
220	Olympus Camera	none	4112549	
221	Sound off signal	ETFB00P	94334	
222	Sound off signal	ETHFSS-SP-CMP	1041	
223	Antenna	8562975F01	none	
224	Antenna	8562975F01	none	
225	Antenna	8562875F01	none	
226	Antenna	8562975F01	none	
227	Antenna	8562975F01	none	
228	Antenna	8562975F01	none	
229	Antenna	8562975F01	none	
230	Antenna	8562975F01	none	

	A	B	C	D
231	Antenna	8562975F01	none	
232				
233				

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

Police
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10129	52030	Professional Fees	20,202.00	(\$19.10)	6,500		5,981
2	10129	52370	Uniform Allowance	87,915.00	4,485.00	10,000		14,485
3	10129	53070	Auto Repairs	16,000.00	3,424.32	3,000		6,424
4	10129	53080	Auto Maintenance	18,000.00	3,521.46	3,000		6,521
5	10129	53100	Tires	13,024.00	0.00	2,500		2,500
6	10129	51420	Patrol	3,602,162.00	1,156,274.00		(25,000)	1,131,274
TOTAL						25,000	(25,000)	

Explanation

Transfer to professional fees to cover added costs due to additional hiring at officer and CSO positions as well as mental health screenings.

Transfer to clothing allowance due to additional hiring, increased Class A costs and replacement body worn camera clips.

Transfers to auto repair and maintenance due to recent work performed as well as review of past expenditures to reach end of fiscal year.

Transfer to fires due to needed replacements and review of past expenditures to reach end of fiscal year.

Department Head

Director of Finance

First Selectman

Commission/Board Approval

3/21/2024

Date _____

Date

Date

Date _____

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13									
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
101 GENERAL FUND									
10129 POLICE DEPARTMENT									
51110 ADMINISTRATION									
10129 51110	522,033.00	ADMINISTRATION 0.00	522,033.00	351,222.74	0.00	170,810.26	67.3%		
51210 CLERICAL AND TECHNICAL									
10129 51210	265,355.00	CLERICAL AND TECHNICAL 0.00	265,355.00	186,671.29	0.00	78,683.71	70.3%		
51220 CUSTODIAL									
10129 51220	49,694.00	CUSTODIAL 0.00	49,694.00	34,496.95	0.00	15,197.05	69.4%		
51420 PATROL									
10129 51420	3,634,468.00	PATROL -32,306.00	3,602,162.00	2,445,887.44	0.00	1,156,274.56	67.9%		
51421 MARINE PATROL									
10129 51421	25,538.00	MARINE PATROL 0.00	25,538.00	18,113.65	0.00	7,424.35	70.9%		
51430 DETECTIVE									
10129 51430	535,461.00	DETECTIVE 0.00	535,461.00	364,669.07	0.00	170,791.93	68.1%		
51435 COMMUNITY SERVICE OFFICER									
10129 51435	123,688.00	COMMUNITY SERVICE OFFICER 0.00	123,688.00	86,364.50	0.00	37,323.50	69.8%		

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13						
ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51450 EXTRA DUTY						
10129 51450	EXTRA DUTY	0.00	0.00	-0.08	0.08	100.0%
51810 OVERTIME						
10129 51810	OVERTIME	0.00	109,506.17	0.00	40,568.83	73.0%
51820 REPLACEMENT OVERTIME						
10129 51820	REPLACEMENT OVERTIME 185,000.00	545,508.00	384,011.22	0.00	161,496.78	70.4%
51930 TRAINING & EDUCATION						
10129 51830	TRAINING & EDUCATION -55,000.00	61,221.00	39,774.26	0.00	21,446.74	65.0%
51920 F.I.C.A.						
10129 51920	F.I.C.A.	0.00	303,178.56	0.00	144,846.44	67.7%
52010 ADVERTISING						
10129 52010	ADVERTISING	300.00	0.00	0.00	300.00	.0%
52020 POSTAGE						
10129 52020	POSTAGE	0.00	806.56	0.00	693.44	53.8%
52030 PROFESSIONAL FEES						
10129 52030	PROFESSIONAL FEES 5,202.00	20,202.00	18,579.10	2,142.00	-519.10	102.6%

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13									
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
52040 SERVICE CONT. AND REPAIRS									
10129 52040	21,889.00	SERVICE CONT. AND REPAIRS -6,500.00	15,389.00	8,144.80	329.26	6,914.94	55.1%		
52050 DUES, CONFER									
10129 52050	2,895.00	DUES, CONFERENCES & EDUCATION 0.00	2,895.00	1,635.00	0.00	1,260.00	56.5%		
52060 PRINTING									
10129 52060	800.00	PRINTING 0.00	800.00	729.47	0.00	70.53	91.2%		
52080 TELEPHONE									
10129 52080	31,272.00	TELEPHONE 0.00	31,272.00	21,177.24	9,602.36	492.40	98.4%		
52300 TRAINING & EDUCATION									
10129 52300	85,500.00	TRAINING, EDUCATION & EMER -5,202.00	80,298.00	38,637.16	0.00	41,640.84	48.1%		
52305 OSHA COMPLIANCE									
10129 52305	5,500.00	OSHA COMPLIANCE -2,200.00	3,300.00	1,653.87	0.00	1,646.13	50.1%		
52370 CLOTHING OR UNIFORM ALLOW									
10129 52370	79,215.00	CLOTHING OR UNIFORM ALLOW 8,700.00	87,915.00	81,431.85	1,998.00	4,485.15	94.9%		
52520 CRIMINAL JUSTICE PLANNER									
10129 52520	16,711.00	CRIMINAL JUSTICE PLANNER 0.00	16,711.00	16,711.00	0.00	0.00	100.0%		

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13									
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
53010 OFFICE SUPPLIES									
10129 53010	1,000.00	OFFICE SUPPLIES 0.00	1,000.00	572.39	0.00	427.61	57.2%		
53020 OTHER SUPPLIES									
10129 53020	7,000.00	OTHER SUPPLIES 0.00	7,000.00	4,238.12	0.00	2,761.88	60.5%		
53070 AUTO REPAIRS									
10129 53070	16,000.00	AUTO REPAIRS 0.00	16,000.00	12,575.68	0.00	3,424.32	78.6%		
53080 AUTOMOTIVE MAINTENANCE									
10129 53080	16,000.00	AUTOMOTIVE MAINTENANCE 2,000.00	18,000.00	14,478.54	0.00	3,521.46	80.4%		
53090 FUELS AND LUBRICANTS									
10129 53090	127,827.00	FUELS AND LUBRICANTS 0.00	127,827.00	80,878.31	0.00	46,948.69	63.3%		
53100 TIRES									
10129 53100	13,024.00	TIRES 0.00	13,024.00	11,314.73	1,709.27	0.00	100.0%		
53180 POLICE SUPPLIES									
10129 53180	42,964.00	POLICE EQUIP. & SUPP. 0.00	42,964.00	18,428.67	16,815.90	7,719.43	82.0%		
53210 SELECTIVE ENFORCEMENT									
10129 53210	2,500.00	SELECTIVE ENFORCEMENT -2,000.00	500.00	500.00	0.00	0.00	100.0%		

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

For 2024-13						
ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
53220 MARINE PATROL						
10129 53220	MARINE PATROL	0.00	3,285.81	0.00	2,214.19	59.7%
53260 DOG WARDEN SUPPLIES						
10129 53260	DOG WARDEN SUPPLIES	0.00	100,000.00	0.00	0.00	100.0%
54020 EQUIPMENT						
10129 54020	EQUIPMENT	0.00	7,111.16	0.00	27.84	99.6%
TOTAL POLICE DEPARTMENT						
6,530,602.00	97,694.00	6,928,296.00	4,706,805.23	32,596.79	2,128,893.98	69.3%
TOTAL GENERAL FUND						
6,530,602.00	97,694.00	6,928,296.00	4,706,805.23	32,596.79	2,128,893.98	69.3%
TOTAL EXPENSES						
6,530,602.00	97,694.00	6,928,296.00	4,706,805.23	32,596.79	2,128,893.98	
GRAND TOTAL						
6,530,602.00	97,694.00	6,928,296.00	4,706,805.23	32,596.79	2,128,893.98	69.3%

** END OF REPORT - Generated by Kimberly Allen **

FINANCE DEPARTMENT

Memo

To: The Board of Selectmen
From: Shea Davy
Date: April 3, 2024
Re: Disposal of aged assets

Dear Mr. Brule,

In accordance with the Town Property Ordinance, Chapter 3.08.020, it is requested that the Board of Selectmen please consider an act to surplus for disposal, on Behalf of the Police Department, 2014 Chevrolet Caprice, VIN# 6G3NS5R37EL962766 Asset ID: 101277 Tag: Car 14, as this vehicle has been replaced according to the Fleet Management Plan. Upon your approval, the Purchasing Agent will dispose of this item by auction.

Thank you for your consideration



Shea Davy
Purchasing Agent,
Town of Waterford



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



Marc Balestracci
Police Chief

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

To: Purchasing Agent Shea Davy, Finance Director Kim Allen
Cc: First Selectman Rob Brule
From: Marc Balestracci, Chief of Police
Date: April 10, 2024
Re: Vehicle Surplus Request

I am respectfully requesting the following vehicle be placed on the town's surplus list, as it has been replaced:

Car: 14
Year: 2014
Make: Chevrolet
Model: Caprice
VIN: 6G3NS5R37EL962766

This vehicle has been removed from service and replaced with a new vehicle in accordance with the Town's Fleet Plan. All of the serviceable police equipment was removed and has either been transferred to the new vehicle or stored at the police department for future use. The vehicle is currently being stored at the Town Garage.

Thank you,

Marc Balestracci
Chief of Police
Waterford Police Department

TOWN OF WATERFORD
FLEET MANAGEMENT PLAN - VEHICLES
FISCAL YEARS 2024 - 2028

TOTAL NO. OF 157

Approved 5.10.2023

Number Vehicles to be
Replaced
Total Budget

FLEET Asset ID	TOWN Asset ID	License Plate No.	DO NOT REPL	Agency Name	Vehicle Assigned to	Repl. Cycle In Years	Class Description	Asset Model Year	In-Service Date	Gross Vehicle Cost	Manuf.	Model	Serial #
CAR 14	101277	14WFD		POLICE	Patrol	5	CRUISER	2014	06/06/14	\$28,850	Chevrolet	Caprice	6G3NS5R37EL 962766

FINANCE DEPARTMENT

Memo

To: The Board of Selectmen
From: Shea Davy
Date: March 26, 2024
Re: Award- IFB#24-001 Recast Concrete Curbing Replacement Sandy Hollow Drive

Dear Mr. Brule:

Proposals for the above mentioned project were opened on March 14, 2024 by Dan Matheson and I with the attached results. After careful review of all proposals, it is determined that Wiese Construction, Inc., is the lowest qualified bidder with the resources necessary to complete this project.

I therefore respectfully seek the Board's approval to award the contract to Wiese Construction, Inc. in the amount of \$218,060.00.

Funds will be available in line # 33023-55901, Curb Replacement Sandy Hollow & Shore.



Shea Davy
Purchasing Agent,
Town of Waterford

INTER-OFFICE MEMORANDUM

TOWN OF WATERFORD

To: Shea Davy, Purchasing Agent

From: Gary J. Schneider, Director of Public Works



Date: March 26, 2024

Re: Concrete Curbing

Bids were received for the Concrete Curbing replacement for Sandy Hollow Road. The Town received 4 bids.

References were checked for the apparent low bidder and positive responses were received. They were very pleased with their work.

We recommend awarding this bid to Weise Construction, Inc. in the amount of \$218,060.00. Funds are available through line item 33023-55901.

Public Works requests this award to be on the next available Board of Selectmen agenda.



Town of Waterford
Purchasing
Shea Davy, Purchasing Agent
15 Rope Ferry Rd, Waterford, CT 06385

EVALUATION TABULATION
IFB No. IFB# 24-001
Recast Concrete Curbing Replacement Sandy Hollow Drive
RESPONSE DEADLINE: March 14, 2024 at 1:00 pm
Report Generated: Thursday, March 14, 2024

SELECTED VENDOR TOTALS

Vendor	Total
WIESE CONSTRUCTION, INC.	\$218,060.00
Southern Industries Corp	\$274,900.00
B&W Paving & Landscaping LLC	\$324,700.00
PONTES CONSTRUCTION LLC	\$448,550.00

LUMP SUM PRICING PROPOSAL

Lump Sum Pricing Proposal					B&W Paving & Landscaping LLC	PONTES CONSTRUCTION LLC	Southern Industries Corp	WIESE CONSTRUCTION, INC.
Selected	Line Item	Description	Unit of Measure	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost
X	1	Mobilization and Project Closeout	LS	\$15,000.00	\$10,000.00	\$12,500.00	\$6,800.00	
X	2	Catch Basin Protection	LS	\$5,000.00	\$2,000.00	\$1,000.00	\$6,800.00	

EVALUATION TABULATION

IFB No. IFB# 24-001

Recast Concrete Curbing Replacement Sandy Hollow Drive

Lump Sum Pricing Proposal					B&W Paving & Landscaping LLC	PONTES CONSTRUCTION LLC	Southern Industries Corp	WIESE CONSTRUCTION, INC.
Selected	Line Item	Description	Unit of Measure	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost
X	3	Maintenance & Protection of Traffic	LS	\$35,000.00	\$8,000.00	\$8,500.00	\$6,800.00	
Total				\$55,000.00	\$20,000.00	\$22,000.00	\$20,400.00	

TABLE 2

Selected	Line Item	Description	Quantity	Unit of Measure	B&W Paving & Landscaping LLC		PONTES CONSTRUCTION LLC		Southern Industries Corp		WIESE CONSTRUCTION, INC.	
					Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	4	Concrete Curbing Removal	2950	LF	\$13.00	\$38,350.00	\$45.00	\$132,750.00	\$15.00	\$44,250.00	\$6.00	\$17,700.00
X	5	Install Pre-Cast Concrete Curbing - Straight Sections	2450	LF	\$40.00	\$98,000.00	\$40.00	\$98,000.00	\$48.00	\$117,600.00	\$49.25	\$120,862.50
X	6	Install Pre-Cast Concrete Curbing - Driveway Transition Sections	180	LF	\$55.00	\$9,900.00	\$40.00	\$7,200.00	\$20.00	\$3,600.00	\$49.25	\$8,865.00

EVALUATION TABULATION

Invitation For Bid - Recast Concrete Curbing Replacement Sandy Hollow Drive

Page 2

EVALUATION TABULATION

IFB No. IFB# 24-001

Recast Concrete Curbing Replacement Sandy Hollow Drive

Selected	Line Item	Description	Quantity	Unit of Measure	B&W Paving & Landscaping LLC		PONTES CONSTRUCTION LLC		Southern Industries Corp		WIESE CONSTRUCTION, INC.	
					Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	7	Install Pre-Cast Concrete Curbing- Curved Sections	290	LF	\$75.00	\$21,750.00	\$25.00	\$7,250.00	\$80.00	\$23,200.00	\$49.25	\$14,282.50
X	8	Bituminous Concrete Pavement Replacement- Town Roads	550	SY	\$102.00	\$56,100.00	\$245.00	\$134,750.00	\$35.00	\$19,250.00	\$45.00	\$24,750.00
X	9	Bituminous Concrete Pavement Replacement- Private Driveways	120	SY	\$80.00	\$9,600.00	\$230.00	\$27,600.00	\$25.00	\$3,000.00	\$45.00	\$5,400.00
X	10	Grass Surface Restoration	600	CY	\$60.00	\$36,000.00	\$35.00	\$21,000.00	\$70.00	\$42,000.00	\$10.00	\$6,000.00
Total						\$269,700.00		\$428,550.00		\$252,900.00		\$197,660.00

EVALUATION TABULATION

Invitation For Bid - Recast Concrete Curbing Replacement Sandy Hollow Drive

Page 3

FINANCE DEPARTMENT

Memo

To: The Board of Selectmen
From: Shea Davy
Date: March 26, 2024
Re: Award- Bid#24-002 Adjusting Manhole Frames and Valve Covers

Dear Mr. Brule:

Proposals for the above mentioned project were opened on March 19, 2024 by Dan Matheson, Sandy Kenniston and I with the attached results. After careful review of all proposals, it is determined that Prime Electric LLC, is the lowest qualified bidder to provide the applicable items and services.

I therefore respectfully seek the Board's approval to award the contract to Prime Electric LLC.

Funds will be available in line # 20530-57880, Major/Minor Rd Paving.



Shea Davy
Purchasing Agent,
Town of Waterford

INTER-OFFICE MEMORANDUM

TOWN OF WATERFORD

To: Shea Davy, Purchasing Agent

From: Gary J. Schneider, Director of Public Works



Date: March 26, 2024

Re: Adjusting Manhole Frames and Valve Covers

Bids were received for the Adjusting Manhole Frames and Valve Covers. The Town received 3 bids.

References were checked for the apparent low bidder and positive responses were received. They were very pleased with their work.

We recommend awarding this bid to Prime Electric. Funds are available through line item 20530-57880.

Public Works requests this award to be on the next available Board of Selectmen agenda.



Town of Waterford
Purchasing
Shea Davy, Purchasing Agent
15 Rope Ferry Rd, Waterford, CT 06385

EVALUATION TABULATION

Bid No. Bid# 24-002

Adjusting Manhole Frames and Valve covers

RESPONSE DEADLINE: March 19, 2024 at 1:00 pm

Report Generated: Tuesday, March 19, 2024

SELECTED VENDOR TOTALS

Vendor	Total
Prime Electric LLC	\$4,390.00
Charter Oak Utility Constructors Inc.	\$5,230.00
B&W Paving & Landscaping LLC	\$7,800.00

PROPOSAL FOR WATERFORD DPW ROAD(S)

Proposal for Waterford DPW Road(s)				B&W Paving & Landscaping LLC	Charter Oak Utility Constructors Inc.	Prime Electric LLC
Selected	Line Item	Description	Unit of Measure	Unit Cost	Unit Cost	Unit Cost
X	1	Adjust Sanitary or drainage Manholes Frames. Not more than 6-inches (with brick)	per each	\$4,200.00	\$2,400.00	\$1,400.00
X	2	Adjust Valve Covers – Water	per each	\$2,500.00	\$2,080.00	\$450.00
X	3	Supply manhole frames and covers (new)	per each	\$900.00	\$550.00	\$580.00

EVALUATION TABULATION

Bid No. Bid# 24-002

Adjusting Manhole Frames and Valve covers

Proposal for Waterford DPW Road(s)				B&W Paving & Landscaping LLC	Charter Oak Utility Constructors Inc.	Prime Electric LLC
Selected	Line Item	Description	Unit of Measure	Unit Cost	Unit Cost	Unit Cost
X	4	Adjust Sanitary or drainage Manholes Frames. Greater than 6-inches (with brick)	per inch	\$200.00	\$200.00	\$1,960.00
Total				\$7,800.00	\$5,230.00	\$4,390.00

EVALUATION TABULATION

Invitation For Bid - Adjusting Manhole Frames and Valve covers

Page 2

#15

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

Public Works
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10130	53030	Operational Supplies	18,000.00	(2,003.00)	5,000.00		2,997.00
2	10130	53070	Auto Repair	205,000.00	(4,335.00)	10,000.00		5,665.00
3	10130	51510	Equipment Maintenance	403,804.00	186,081.00		(15,000.00)	171,081.00
4	10130	53100	Tires	35,000.00	500.00	5,000.00		5,500.00
5	10130	51510	Equipment Maintenance	403,804.00	171,081.00		(5,000.00)	166,081.00
				TOTAL		20,000.00	(20,000.00)	

Explanation

See Attached

Gary Schneider (email)
Department Head

3/28/2024
Date

Kim Allen
Director of Finance

4/1/2024
Date

First Selectman

Date

Commission/Board Approval

Date

Out of Series Transfers – March 2024 (#2)


3/28/24

1. Increase - Operational supplies increase is a combination of price increases (inflation) and the end of service life for several power hand tools. Pole saws (gas powered) are used to maintain the right of way by raising the canopy and removing large woody plants from the sides of the road.
2. Increase – Auto repair. Several large repairs is the driver for the need to increase this line. Some repair costs include:

Highway Trucks		Sanitation Trucks	
H-14	\$5,400	S-19	\$7,000
H-31	\$3,700	S-21	\$3,600
H-24	\$5,400	S-22	\$8,000
H-42	\$3,000	S-29	\$9,300
H-43RO	\$3,400		

3. Decrease- Equipment Maintenance has had a vacancy due to transfer. Currently we have no openings, but a position was open for over 6 months.
4. Increase – 2 Tires were needed for one of the Town's loaders. These tires cost over \$2,500 each.
5. Decrease – See above #3

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 L3									
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
100 GENERAL FUND									
1010 PUBLIC WORKS									
5110 ADMINISTRATION									
10130 51110	338,287.00	ADMINISTRATION 0.00	338,287.00	255,572.94	0.00	82,714.06	75.5%		
5120 ENGINEERING									
10130 51130	5,558.00	ENGINEERING 0.00	5,558.00	0.00	0.00	5,558.00	.0%		
5120 CLERICAL AND TECHNICAL									
10130 51210	164,347.00	CLERICAL AND TECHNICAL 0.00	164,347.00	112,315.04	0.00	52,031.96	68.3%		
5150 EQUIPMENT MAINTENANCE									
10130 51510	403,804.00	EQUIPMENT MAINTENANCE 0.00	403,804.00	224,864.60	0.00	178,939.40	55.7%		
5050 HIGHWAY MAINTENANCE									
10130 51520	927,036.00	HIGHWAY MAINTENANCE 0.00	927,036.00	633,194.87	0.00	293,841.13	68.3%		
5150 REFUSE COLL. & DISPOSAL									
10130 51530	471,730.00	REFUSE COLL. & DISPOSAL 0.00	471,730.00	302,821.84	0.00	168,908.16	64.2%		
5150 SNOW REMOVAL									
10130 51540	56,000.00	SNOW REMOVAL 0.00	56,000.00	52,212.78	0.00	3,787.22	93.2%		

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024-13						
ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51610 OVERTIME						
10130 51810	OVERTIME	55,000.00	52,408.27	0.00	2,591.73	95.3%
51910 FRINGE BENEFITS						
10130 51910	FRINGE BENEFITS	16,225.00	9,525.25	1,561.31	5,138.44	58.3%
51920 F.I.C.A.						
10130 51920	F.I.C.A.	187,021.00	116,805.13	0.00	70,215.87	62.5%
52020 POSTAGE						
10130 52020	POSTAGE	400.00	643.08	0.00	156.92	80.4%
52030 PROFESSIONAL FEES						
10130 52030	PROFESSIONAL FEES	120,000.00	90,585.59	29,533.35	-118.94	100.1%
52040 SERVICE CONT. AND REPAIRS						
10130 52040	SERVICE CONT. AND REPAIRS	60,000.00	62,502.25	14,220.00	-9,222.25	113.7%
52050 DUES, CONFER						
10130 52050	DUES, CONFERENCES & EDUCATION	3,000.00	879.20	2,000.00	120.80	96.0%
52060 PRINTING						
10130 52060	PRINTING	50.00	1.30	0.00	48.70	2.6%

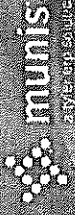
Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13									
ORIGINAL APPROP		TRANS/ADJUSTS		REVISED BUDGET	YTD EXPENDED	EXCHANGES	AVAILABLE BUDGET	% USED	
52470 REIMBURSABLE EXPENSES									
10130	52070	50.00	REIMBURSABLE EXPENSES 0.00	50.00	0.00	0.00	50.00	0.00	0.0%
52400 MEAL ALLOWANCE									
10130	52400	2,300.00	MEAL ALLOWANCE 0.00	2,300.00	1,643.63	0.00	656.37	71.5%	
52410 STREET TREE MAINTENANCE									
10130	52410	500.00	STREET TREE MAINTENANCE 0.00	500.00	500.00	0.00	0.00	100.0%	
52450 SITE WORK									
10130	52450	1,000.00	SITE WORK 0.00	1,000.00	171.16	0.00	828.84	17.1%	
52460 STREET LIGHTING									
10130	52460	90,000.00	STREET LIGHTING 0.00	90,000.00	51,269.37	0.00	38,730.63	57.0%	
52470 SOLID WASTE DISPOSAL									
10130	52470	940,000.00	SOLID WASTE DISPOSAL -29,050.00	910,950.00	508,108.19	388,003.93	14,837.88	98.4%	
52475 RECYCLING PROGRAM									
10130	52475	200.00	RECYCLING PROGRAM 0.00	200.00	0.00	0.00	200.00	0.0%	
52510 RENTAL OF EQUIPMENT									
10130	52510	5,000.00	RENTAL OF EQUIPMENT 20,000.00	25,000.00	36,113.32	2,286.68	-13,400.00	153.6%	

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 IS						
ORIGINAL APPROP	TRANS/ADJSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5253 LANDFILL CAP MAINTENANCE						
10130 52531	LANDFILL CAP MAINTENANCE 23,000.00	24,150.00	17,225.00	6,905.00	20.00	99.9%
53010 OFFICE SUPPLIES						
10130 53010	OFFICE SUPPLIES 325.00	325.00	341.05	0.00	-16.05	104.9%
53030 OPERATIONAL SUPPLIES						
10130 53030	OPERATIONAL SUPPLIES 18,000.00	18,000.00	15,632.50	4,370.91	-2,003.41	111.1%
53050 ENGINEERING SUPPLIES						
10130 53050	ENGINEERING EQUIP.&SUPPLIES 300.00	300.00	0.00	0.00	300.00	.0%
53070 AUTO REPAIRS						
10130 53070	AUTO REPAIRS 205,000.00	205,000.00	148,373.19	50,702.19	5,924.62	97.1%
53090 FUELS AND LUBRICANTS						
10130 53090	FUELS AND LUBRICANTS 327,790.00	327,790.00	227,986.79	0.00	99,803.21	69.6%
53100 TIRES						
10130 53100	TIRES 35,000.00	35,000.00	32,148.63	2,351.37	500.00	98.6%
53250 TRAFFIC CONTROL MATERIALS						
10130 53250	TRAFFIC CONTROL MATERIALS 20,000.00	20,000.00	15,172.69	3,136.61	1,690.70	91.5%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
53000 HIGHWAY MATERIALS							
10130 53300	170,000.00	HIGHWAY MATERIALS 0.00	170,000.00	119,576.79	41,254.85	9,168.36	94.6%
54050 AUTOMOTIVE EQUIPMENT							
10130 54050	26,755.00	AUTOMOTIVE EQUIPMENT 0.00	26,755.00	20,975.82	0.00	5,779.18	78.4%
55010 TOWN AID ROADS IMPROVED							
10130 55010	321,120.00	TOWN AID ROADS IMPROVED 0.00	321,120.00	159,091.83	83,784.42	78,243.75	75.6%
TOTAL PUBLIC WORKS	4,994,795.00	0.00	4,994,795.00	3,268,662.10	630,110.62	1,096,025.28	78.1%
TOTAL GENERAL FUND	4,994,795.00	0.00	4,994,795.00	3,268,662.10	630,110.62	1,096,025.28	78.1%
TOTAL EXPENSES	4,994,795.00	0.00	4,994,795.00	3,268,662.10	630,110.62	1,096,025.28	
GRAND TOTAL	4,994,795.00	0.00	4,994,795.00	3,268,662.10	630,110.62	1,096,025.28	78.1%

** END OF REPORT - Generated by Kimberly Allen **

#16

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

Public Works
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10130	52050	Dues, Conferences & Education	3,000.00	121.00	6,000.00		6,121.00
2	10130	51520	Highway Maintenance	927,036.00	293,841.00		(600.00)	293,241.00
3	10130	52030	Professional Fees	120,000.00	(119.00)	2,000.00		1,881.00
4	10130	51530	Refuse Collection & Disposal	471,730.00	177,912.00		(2,000.00)	175,912.00
5	10130	52040	Service Contracts & Repairs	6,000.00	(9,222.00)	15,000.00		5,778.00
6	10130	51530	Refuse Collection & Disposal	471,730.00	175,912.00		(15,000.00)	160,912.00
7	10130	52510	Rental of Equipment	5,000.00	(13,400.00)	13,400.00		0.00
8	10130	51530	Refuse Collection & Disposal	471,730.00	160,912.00		(13,400.00)	147,512.00
				TOTAL		36,400.00	(31,000.00)	

Explanation

See Attached memo

Gary Schneider (email)
Department Head

3/28/2024

Date

Kim Allen
Director of Finance

4/1/2024

Date

First Selectman

Date

Commission/Board Approval

Date

Out of Series Transfers – March 2024

2/28/24

1. Increase -Forklift training is mandated by OSHA every 3 years. The 4 hour training is a combination of classroom and hands-on. Personnel assigned to Highway, Fleet and Sanitation are required to attend. Department missed the requirement for FY 24 when putting the Budget together. An opening in a vendor sponsored air brake class became available. Mechanics working on air brakes are required to be trained on the maintenance procedures. This training is for one of the newer mechanics. T2 Center (UCONN) is offering several classes this spring. 3 employees will be able to attend day classes for what are they.
2. Decrease - Highway Maintenance has had several vacancies due to retirements and resignations. Currently we have 2 openings that will take months to find replacements.
3. Increase - A complaint was made to the State DEEP that a private water well was being polluted by salt used for winter operations. DEEP has ordered the Town to conduct a study and if found to be true, make recommendations for remediation of the condition. A licensed consultant (LEP) was engaged to complete the study.
4. Decrease - Sanitation has also experienced vacancies. Currently we have one opening due to a resignation.
5. Increase - Light pole replacements are due to either accident take down or end of life failures. Depending on the pole type, the costs can be upward of \$5,000. We also had several repair costs to the signal light controllers at the intersections of Cross Road and Parkway North and South.
6. Decrease - Same as 4 above.
7. Increase -The Department front loading dumpster truck was involved in an accident caused by others. It is the only unit we have that empties dumpster at Town Buildings, BOE and some condominiums. While repairs were being completed, a vehicle had to be rented for one month.
8. Decrease - Same as 4 above.

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024-13									
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
100 GENERAL FUND									
10130 PUBLIC WORKS									
5110 ADMINISTRATION									
10130 51110	338,287.00	ADMINISTRATION 0.00	338,287.00	255,572.94	0.00	82,714.06	75.5%		
5120 ENGINEERING									
10130 51130	5,558.00	ENGINEERING 0.00	5,558.00	0.00	0.00	5,558.00	.0%		
51210 CLERICAL AND TECHNICAL									
10130 51210	164,347.00	CLERICAL AND TECHNICAL 0.00	164,347.00	112,315.04	0.00	52,031.96	68.3%		
5130 EQUIPMENT MAINTENANCE									
10130 51310	403,804.00	EQUIPMENT MAINTENANCE 0.00	403,804.00	224,864.60	0.00	178,939.40	55.7%		
51520 HIGHWAY MAINTENANCE									
10130 51520	927,036.00	HIGHWAY MAINTENANCE 0.00	927,036.00	633,194.87	0.00	293,841.13	68.3%		
51530 REFUSE COLL. & DISPOSAL									
10130 51530	471,730.00	REFUSE COLL. & DISPOSAL 0.00	471,730.00	302,821.84	0.00	168,908.16	64.2%		
51540 SNOW REMOVAL									
10130 51540	56,000.00	SNOW REMOVAL 0.00	56,000.00	52,212.78	0.00	3,787.22	93.2%		

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13									
	ORIGINAL APPROP	TRANSFERS/DISMISS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET			% USED
51810 OVERTIME									
10130 51810	55,000.00	0.00	55,000.00	52,408.27	0.00	2,591.73			95.3%
51010 FRINGE BENEFITS									
10130 51910	16,225.00	0.00	16,225.00	9,525.25	1,561.31	5,138.44			68.3%
51920 F.I.C.A.									
10130 51920	187,021.00	0.00	187,021.00	116,805.13	0.00	70,215.87			62.5%
52020 POSTAGE									
10130 52020	400.00	400.00	800.00	643.08	0.00	156.92			80.4%
52030 PROFESSIONAL FEES									
10130 52030	120,000.00	0.00	120,000.00	90,585.59	29,533.35	-118.94			100.1%
52040 SERVICE CONT. AND REPAIRS									
10130 52040	60,000.00	7,500.00	67,500.00	62,502.25	14,220.00	-9,222.25			113.7%
52050 DUES, CONFER									
10130 52050	3,000.00	0.00	3,000.00	879.20	2,000.00	120.80			96.0%
52060 PRINTING									
10130 52060	50.00	0.00	50.00	1.30	0.00	48.70			2.6%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13									
ORIGINAL APPROP		TRANS/ADJUSTS		REVISED BUDGET		YTD EXPENDED		ENCUMBRANCES AVAILABLE BUDGET % USED	
S2070 REIMBURSABLE EXPENSES									
10130 52070	50.00	REIMBURSABLE EXPENSES	0.00	50.00	0.00	0.00	50.00	0.0%	
S2400 MEAL ALLOWANCE									
10130 52400	2,300.00	MEAL ALLOWANCE	0.00	2,300.00	1,643.63	0.00	656.37	71.5%	
S2410 STREET TREE MAINTENANCE									
10130 52410	500.00	STREET TREE MAINTENANCE	0.00	500.00	500.00	0.00	0.00	100.0%	
S2450 SITE WORK									
10130 52450	1,000.00	SITE WORK	0.00	1,000.00	171.16	0.00	828.84	17.1%	
S2460 STREET LIGHTING									
10130 52460	90,000.00	STREET LIGHTING	0.00	90,000.00	51,269.37	0.00	38,730.63	57.0%	
S2470 SOLID WASTE DISPOSAL									
10130 52470	940,000.00	SOLID WASTE DISPOSAL	-29,050.00	910,950.00	508,108.19	388,003.93	14,837.88	98.4%	
S2475 RECYCLING PROGRAM									
10130 52475	200.00	RECYCLING PROGRAM	0.00	200.00	0.00	0.00	200.00	0.0%	
S2510 RENTAL OF EQUIPMENT									
10130 52510	5,000.00	RENTAL OF EQUIPMENT	20,000.00	25,000.00	36,113.32	2,286.68	-13,400.00	153.6%	

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13											
ORIGINAL APPROP		TRANS/ADJUSTS		REVISED BUDGET		YTD EXPENDED		ENCUMBRANCES AVAILABLE BUDGET		% USED	
52531 LANDFILL CAP MAINTENANCE											
10130 52531	23,000.00	LANDFILL CAP MAINTENANCE	1,150.00	24,150.00	17,225.00	6,905.00	20.00	99.9%			
53010 OFFICE SUPPLIES											
10130 53010	325.00	OFFICE SUPPLIES	0.00	325.00	341.05	0.00	-16.05	104.9%			
53030 OPERATIONAL SUPPLIES											
10130 53030	18,000.00	OPERATIONAL SUPPLIES	0.00	18,000.00	15,632.50	4,370.91	-2,003.41	111.1%			
53050 ENGINEERING SUPPLIES											
10130 53050	300.00	ENGINEERING EQUIP. & SUPPLIES	0.00	300.00	0.00	0.00	300.00	.0%			
53070 AUTO REPAIRS											
10130 53070	205,000.00	AUTO REPAIRS	0.00	205,000.00	148,373.19	50,702.19	5,924.62	97.1%			
53090 FUELS AND LUBRICANTS											
10130 53090	327,790.00	FUELS AND LUBRICANTS	0.00	327,790.00	227,986.79	0.00	99,803.21	69.6%			
53100 TIRES											
10130 53100	35,000.00	TIRES	0.00	35,000.00	32,148.63	2,351.37	500.00	98.6%			
53250 TRAFFIC CONTROL MATERIALS											
10130 53250	20,000.00	TRAFFIC CONTROL MATERIALS	0.00	20,000.00	15,172.69	3,136.61	1,690.70	91.5%			

Town of Waterford, CT



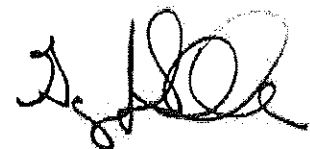
YEAR-TO-DATE BUDGET REPORT

FOR 2024-13									
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
53300 HIGHWAY MATERIALS									
10130 53300	170,000.00	HIGHWAY MATERIALS 0.00	170,000.00	119,576.79	41,254.85	9,168.36	94.6%		
54050 AUTOMOTIVE EQUIPMENT									
10130 54050	26,755.00	AUTOMOTIVE EQUIPMENT 0.00	26,755.00	20,975.82	0.00	5,779.18	78.4%		
55010 TOWN AID ROADS IMPROVED									
10130 55010	321,120.00	TOWN AID ROADS IMPROVED 0.00	321,120.00	159,091.83	83,784.42	78,243.75	75.6%		
TOTAL PUBLIC WORKS									
	4,994,798.00	0.00	4,994,798.00	3,268,662.10	630,110.62	1,096,025.28	78.1%		
TOTAL GENERAL FUND									
	4,994,798.00	0.00	4,994,798.00	3,268,662.10	630,110.62	1,096,025.28	78.1%		
TOTAL EXPENSES									
	4,994,798.00	0.00	4,994,798.00	3,268,662.10	630,110.62	1,096,025.28			
GRAND TOTAL									
	4,994,798.00	0.00	4,994,798.00	3,268,662.10	630,110.62	1,096,025.28	78.1%		

** END OF REPORT - Generated by Kimberly Allen **

INTER-OFFICE MEMORANDUMTOWN OF WATERFORD

To: Robert Brule, First Selectman
From: Gary J. Schneider, Director of Public Works
Date: March 28, 2024
Re: Town Hall Bathrooms, Additional Funding



The RTM approved an appropriation of \$506,590 which had included a contingency of \$18,000.

Upon demolition of the first set of toilets (men's stack), it was found:

- (Change Order 1) As-built drawings were incorrect. Not only was there a second sheetrock ceiling, the piping runs were more extensive than shown. Asbestos pipe coverings were found and it had fallen on the second ceiling. Instead of just patching the sheetrock ceilings, they had to be removed to get at the asbestos. A dropped ceiling will be installed instead of reinstalling solid ceiling. For the future, this will provide easy access to the piping.
Cost: \$11,962
- (Change Order 2) Above the second sheetrock ceiling, numerous pipes were found to have a covering which turned out to be asbestos. It was also laying on top of the second sheetrock ceiling. It is unknown why the material was not removed from the pipes during previous renovations. The asbestos covering had to be removed before any work could proceed. The cost for the removal and disposal; was \$20,203. The cost was \$2,140 for the industrial hygienist.
Cost: \$22,343
- (Change Order 3) When starting the work in the basement crawl space to install the new waste piping, found was rusted sheet metal and numerous wood members both not attached to the wall or floor. Not having direct access to investigate, two access holes were cut into the floor to provide access for a structural engineer to evaluate the conditions. It was found that the metal panels and wood were part of the form work used when the concrete slab was poured and they were not a structural member of the floor. A crack was also found in a block wall after the tile was removed. It was surmised that this occurred during construction and had stabilized before the tile was installed (tile was not cracked). The inspection access areas must be enclosed. Structural rebar, formwork and a concrete slab will be installed.
Cost: This is being negotiated but is around \$5,000.

When work is started on the female stack of toilets, it is expected that the same issues with finding asbestos on the existing piping which will occur and generate another change order for abatement. The female stack of toilets work can't start until the male stack of toilets have been completed and approved by the Building Official. We are estimating the male stack will be

completed by the end of May. Until we get to the female stack of toilets, these additional costs are unknown.

All the Change Orders to date are at roughly 8% of the contract price. This is not uncommon for a renovation project.

I have attached a spreadsheet with noting the current costs and the estimated future costs

Therefore, the Department is requesting an additional appropriation of \$55,000 (rounded) for line item 20511-57879 to cover Charge Orders 1 through 3 and the anticipated additional work on the female stack of toilets.

We respectfully request to be on the next Board of Selectman agenda and forward to the other Boards as necessary.

Account		
Appropriated	\$	506,590
SPA	\$	11,465
A Secondino	\$	472,000
Change Order 1	\$	11,962
Change Order 2	\$	20,203
Change Order 3	\$	6,000
Mystic Air	\$	2,140
Total	\$	523,770
Current Deficit	\$	(17,180)
Estimated future costs		
Ceilings	\$	12,000
Asbestos	\$	21,000
Mystic Ari	\$	2,200
	\$	35,200
		\$ 52,380

#18

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

Selectman's Office

DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10101	53090	Fuels & Lubricants	1074-	(83.46)	\$83.46		\$83.46
2	10101	53020	Other Supplies	1510-	(148.58)	\$148.58		\$148.58
3	10101	54010	Furniture	800-	800-		(232.04)	232.04
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						\$232.04	(232.04)	\$0.00

567.96

Explanation

Covering the negative funds from 53020 and 53090

Other = cups, coffee, etc

Department Head

Kim Allen

Director of Finance

Robert B. Smith

First Selectman

Commission/Board Approval

Date

3/27/24

Date

3/26/2024

Date

Date

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13									
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
101 GENERAL FUND									
10101 ERS/SELECTION									
51010 ELECTED OFFICIALS									
10101 51010	110,837.00	ELECTED OFFICIALS -1,532.00	109,305.00	79,230.00	0.00	30,075.00	72.5%		
51020 ELECTED SELECTION									
10101 51020	3,780.00	ELECTED SELECTION -69.00	3,711.00	2,846.14	0.00	864.86	76.7%		
51110 ADMINISTRATION									
10101 51110	72,665.00	ADMINISTRATION 1,632.00	74,297.00	43,097.67	0.00	31,199.33	58.0%		
51210 CLERICAL AND TECHNICAL									
10101 51210	75.00	CLERICAL AND TECHNICAL -75.00	0.00	0.00	0.00	0.00	.0%		
51920 F.I.C.A.									
10101 51920	14,038.00	F.I.C.A. 241.00	14,279.00	9,164.45	0.00	5,114.55	64.2%		
52010 ADVERTISING									
10101 52010	100.00	ADVERTISING 0.00	100.00	0.00	0.00	100.00	.0%		
52020 POSTAGE									
10101 52020	100.00	POSTAGE 0.00	100.00	81.59	0.00	18.41	81.6%		

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52030 PROFESSIONAL FEES						
10101 52030	PROFESSIONAL FEES -2,200.00	100.00	100.00	0.00	0.00	100.0%
52040 SERVICE CONTRACTS AND REPAIRS						
10101 52040	SERVICE CONT. AND REPAIRS 0.00	1,200.00	986.55	189.01	24.44	98.0%
52050 DUES/CONFERENCE						
10101 52050	DUES, CONFERENCES & EDUCAT 69.00	249.00	249.00	0.00	0.00	100.0%
52070 REIMBURSABLE EXPENSES						
10101 52070	REIMBURSABLE EXPENSES -700.00	0.00	0.00	0.00	0.00	0%
52080 TELEPHONE						
10101 52080	TELEPHONE 400.00	880.00	678.57	0.00	201.43	77.1%
53020 OTHER SUPPLIES						
10101 53020	OTHER SUPPLIES 1,360.00	1,510.00	1,658.58	0.00	-148.58	109.8%
53090 FUELS AND LUBRICANTS						
10101 53090	FUELS AND LUBRICANTS 74.00	1,074.00	1,157.46	0.00	-83.46	107.8%
54010 FURNITURE						
10101 54010	FURNITURE 800.00	800.00	0.00	0.00	800.00	0%

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13						
ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL FIRST SPENDING 207,605.00	0.00	207,605.00	139,250.01	189.01	68,165.98	67.2%
TOTAL GENERAL FUND 207,605.00	0.00	207,605.00	139,250.01	189.01	68,165.98	67.2%
TOTAL EXPENSES 207,605.00	0.00	207,605.00	139,250.01	189.01	68,165.98	
GRAND TOTAL 207,605.00	0.00	207,605.00	139,250.01	189.01	68,165.98	67.2%

** END OF REPORT - Generated by Kimberly Allen **

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

#19

April 10, 2024

Dear Selectman Muckle and Selectman Attanasio,

I am respectfully resigning from the **Fire Services Review Special Committee** as its Board of Selectmen Member, effective immediately. It has been a privilege to serve and I have appreciated the opportunity. I will be adding this vacancy to the next Board of Selectmen Agenda.

Respectfully submitted,

Robert Brule

First Selectman

ATTEST:
TOWN CLERK

RECEIVED FOR RECORD
WATERFORD, CT
2024 APR 10 P 3:48

License Agreement

This License Agreement is made this ____ day of April, 2024, between the Town of Waterford, herein referred to as Licensor, and Friends of Nevins Cottage Inc. herein referred to as Licensee.

In consideration of one dollar, and other good and valuable consideration, Licensor hereby conveys the following License: A non-exclusive license across, along, in, and upon Licensor's real estate situated in Waterford, New London County, State of Connecticut, described as follows:

(See Description attached hereto as Exhibit A)

And by this reference, made a part hereof, for the purpose of repairing, re-constructing, maintaining, and entering the structure located on said property known as the Nevins Cottage; together with the non-exclusive right of ingress to and egress from said property for the foregoing purposes. This license includes the following conditions and covenants which Licensor and Licensee hereby promise to observe and perform:

1. Cost and expenses. Licensee shall bear and promptly pay all costs and expenses of the re-construction, maintenance and repair of the Nevins Cottage, together with contributions from third parties and Town appropriations, if any;
2. Construction, Maintenance and Repair. Licensee shall have access to construct, maintain and repair the cottage at its cost and pursuant to all Planning and Zoning Regulations, Building Code and any other requirements of the Licensor;
3. Prior Approval. Prior to repairs or alterations of the structure by Licensee, proposals for said activities shall be submitted to the Town of Waterford and its requisite departments, including a Certificate of Appropriateness from the Historic Properties Commission;
4. Work Standards and Post-Completion. All projects to be performed shall be in accordance with the building permit approved by the Town and be completed in a workmanlike manner free of claims and liens. Upon completion of any work or repair Licensee shall remove all debris and restore the surface of the property as neatly as possible to its existing condition. Licensor shall at all times have the right to occupy the license area, provided the use of the license area by Licensor does not interfere with the use or proper activities of the Licensee.
5. Term. This License shall expire July 1, 2025. The expiration date of said License Agreement is subject to mutual agreement for any extension thereof.
6. Personal License. The Town of Waterford hereby grants to Friends of Nevins Cottage Inc. a revocable license to maintain, repair and enter the property as set forth herein. This license is exclusive to Friends of Nevins Cottage Inc. and may not be assigned or transferred without permission of the Town.

7. Condition of Property: Licensee accepts the Property in "as is" condition and acknowledges that Licensor makes no representation as to the condition thereof or its fitness for the uses permitted herein. At the time of the termination of this License the Licensee shall, at its expense, and when requested by the Licensor, remove all structures and signs or other improvements that may have been placed on the Property by the Licensee, and insofar as possible, the Property shall be restored to substantially the same condition as it was in prior to the granting of this License, other than the building improvements made by Licensee to the Nevins Cottage.
8. Liability: The Licensee agrees that the license hereby granted shall be used in a manner such that the responsibility or liability of the Licensor for any injury shall be limited to the maximum extent possible in accordance with the provisions of Sections 52-557F to 52-557i (both inclusive) of the General Statutes of Connecticut, Revision of 1958, as amended, and it is mutually agreed that if said Statutes are repealed or amended in any way so as to increase such responsibility or liability on the part of the Licensor, this license shall terminate as of the effective date of such repeal or amendment and the Licensee shall, if requested to do so by the Licensor, forthwith execute and deliver to the Licensor a suitable instrument evidencing the fact that this license has so terminated.
9. The Licensee agrees that it will promptly take any and all necessary steps to safeguard contractors on the Property under this agreement against any dangerous conditions on the Property and to warn contractors and prospective users against the same.
10. Indemnification: The Licensee covenants and agrees to indemnify, protect and hold harmless the Licensor, and its officers, employees, successors, affiliates and assigns, from and against any and all losses, damages, suits, claims, costs and expenses, including reasonable attorneys' fees, which the Licensor, or its public officers or employees, may directly or indirectly suffer, sustain, be liable for or subject to, or for which they may be held liable, arising from or on account of or incident to the use or enjoyment of the license hereby granted or in any way arising out of or connected with such use or enjoyment.
11. Insurance: The Licensee shall at its expense maintain and keep in effect during the term of this license Comprehensive General Liability Insurance in amounts not less than \$1,000,000.00 (One Million Dollars) designating the Licensor as additional insured for the purpose of this license and shall furnish evidence of said coverage to the Licensor from time to time. Such insurance shall be primary to any other insurance otherwise available to the Licensor, and shall not be deemed to limit the Licensee's liability as set forth in any other portion of this license. This requirement may be met by having similar insurance be in place on the premises by any and all contractors, agents, or representatives of the Licensee, subject to approval by the Town.

12. No Adverse Right: The Licensee agrees that it shall not have any interest or estate in the Property or any adjoining property of the Licensor by virtue hereof or otherwise, nor any right or title adverse to the Licensor.
13. Right to Terminate:
- (a) Termination clause.
It is further understood and agreed, anything herein to the contrary notwithstanding, that either party hereto shall have the right to terminate the license, for any reason, by giving written notice to the other party of such termination not less than two (2) months in advance of the proposed effective date of such termination, which date shall be stated in said notice unless the Licensor shall be required to give a lesser term of notice in order to comply with the terms of any contract or the provisions of any law or regulations applicable to the business of the Licensor.
 - (b) Termination for breach.
In the event of a breach of any of the terms and conditions by the Licensee, and failure to cure said breach within a reasonable time not to exceed sixty (60) days, the Licensor may terminate the License upon thirty (30) days written notice to the Licensee.
 - (c) Termination in compliance with contract, law or regulation.
In the event that any contract, law or regulation makes it necessary or advisable to terminate this License Agreement, Licensor shall provide Licensee with prompt notice thereof, whereupon this License Agreement shall terminate.
 - (d) Restoration of Property.
Upon termination of this License, Licensee shall relinquish all rights hereunder and shall restore the Property as set forth in Paragraph 7 above.
14. Notices: Any such notice shall be given depositing the same in the United States mails, addressed to the party to which such notice is to be given. If such notice is to be given to the Licensor, it shall be addressed to:

Office of First Selectman
15 Rope Ferry Road
Waterford, CT 06385

And if addressed to the Licensee, it shall be addressed to:

Friends of Nevins Cottage Inc.
c/o David Cavasino
13 Whaling Drive
Waterford, CT 06385

Licenser

Robert Brule
First Selectman
Town of Waterford
Duly Authorized

Subscribed and sworn to before me
this ____ day of April, 2024

Commissioner of Superior Court
Notary Public
My Commission Expires:

Licensee

Friends of Nevins Cottage Inc.
Duly Authorized Officer

Subscribed and sworn to before me
this ____ day of April, 2024

Commissioner of Superior Court
Notary Public
My Commission Expires:

EXHIBIT A

Beginning at a point on the northerly highway line of Rope Ferry Road, said point also marks the southwest corner of other Town of Waterford lands and the southeast corner of the herein described parcel; thence running in a generally westerly direction along the northerly highway line of said Rope Ferry Road one hundred forty-two (142) feet more or less to a point which marks the southwest corner of the herein described parcel; thence in a generally northerly direction along a fence separating the herein described parcel from other Town of Waterford lands, ninety-three (93) feet more or less to an angle point in said fence line; thence in a generally northwesterly direction along said fence line thirty-one (31) feet more or less to an angle point in said fence line; thence in a generally northerly direction along said fence line twenty-one (21) feet more or less to an angle point in said fence line; thence in a generally easterly direction along said fence line in part one hundred thirty-five (135) feet more or less to a point on the common dividing line of land of the parcel herein described and other Town of Waterford lands; thence in a generally southerly direction along said common dividing line one hundred thirteen (113) feet more or less to the point and place of beginning.

Being a portion of the First and Second Tracts described in a Trustee's Deed from the Union Bank and Trust Company to the Town of Waterford dated August 30, 1961, and recorded in Vol. 136, Page 220 of the Waterford Land Records.

**TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
THRU 3/31/2024**

1: PUBLIC HEALTH

		BUDGET	Expended thru 3/31/2022	Expended 4/1/2022 - 3/31/23	Encumbered	Expended 4/1/23 - 3/31/24	Expended 4/1/24 - 3/31/25	Balance Available
1.2 COVID-19 Testing								
Wfd-1.2-01	COVID Test Kits PROJECT COMPLETE	\$ 3,499.84	\$ 3,499.84	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL							
1.5 Personal Protective Equipment								
Wfd-1.5-01	PPE Supplies PROJECT CANCELLED	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL							
1.7 Other COVID-19 Public Health Expenses								
Wfd-1.7-01	First Responder CADLink Equip/ Software PROJECT COMPLETE	\$ 74,666.59	\$ 63,360.91	\$ 10,599.24	\$ -	\$ 706.54	\$ -	\$ -
	SUBTOTAL							
Wfd-1.7-02	ESO Fire RMS Software PROJECT COMPLETE	\$ 10,923.95	\$ 7,728.95	\$ 3,195.00	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL							
Wfd-1.7-03	Dispatch Upgrades PROJECT COMPLETE	\$ 26,662.50	\$ -	\$ 26,662.50	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL							
Wfd-1.7-04	Emergency Services Pagers & Mobile Radios PROJECT COMPLETE	\$ -	\$ -	\$ -	\$ -	\$ 13,671.00	\$ -	\$ -
	SUBTOTAL							
1.12 Mental Health Services								
Wfd-1.12-01	Human Services Coordinator PROJECT COMPLETE	\$ 123,117.72	\$ 30,407.27	\$ 59,256.63	\$ -	\$ 33,453.82	\$ -	\$ -
	SUBTOTAL							
Wfd-1.12-02	Safe Futures PROJECT COMPLETE	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -
	SUBTOTAL							
1.14 Other COVID-19 Public Health Services								
Wfd-1.14-01	Ledgelight Health District PROJECT COMPLETE	\$ 55,478.90	\$ 55,478.90	\$ -	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL							
	PUBLIC HEALTH SUBTOTAL	\$ 358,020.60	\$ 160,475.87	\$ 99,713.37	\$ -	\$ 97,831.36	\$ -	\$ -

#22A

**TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
THRU 3/31/2024**

2: NEGATIVE ECONOMIC IMPACTS		BUDGET	Expended thru 3/31/2022	Expended 4/1/2022 - 3/31/23	Encumbered	Expended 4/1/23 - 3/31/24	Expended 4/1/24 - 3/31/25	Balance Available
2.32 Small Business Economic Assistance (General)								
Wfd-2.32-01	Waterford Small Business Grants PROJECT COMPLETE	\$ 236,311.21		\$ 122,746.20		\$ 113,565.01		\$ -
SUBTOTAL								
2.35 Aid to Tourism, Travel or Hospitality								
Wfd-2.35-01	Eugene O'Neill Theater	\$ 324,995.18		56,647.94				\$ (0.00)
	Charles Pasteryak Asphalt Paving			3,500.00		\$ 1,500.00		
	Reele Media (PO 230281)				\$ 229,746.00			
	Ahova Home Improvement (PO 240489)				\$ 15,000.00			
	Silver/Petrucelli (PO 240500)				\$ 18,329.00			
	Contingency							
	The Day					\$ 272.24		
SUBTOTAL						\$ 1,772.24		
NEGATIVE ECONOMIC IMPACTS SUBTOTAL		\$ 561,306.39		\$ 182,894.14	\$ 263,075.00	\$ 115,337.25		\$ (0.00)
5: INFRASTRUCTURE								
5.5 Clean Water: Other Sewer Infrastructure								
Wfd-5.5-01	Cross Road Pump Station Upgrade PROJECT CANCELLED	\$ 54,361.28	\$ 37,380.21	\$ 16,981.07				\$ -
SUBTOTAL								
Wfd-5.5-02 Old Norwich Road Pump Station Upgrade		\$ 1,097,938.72						\$ 0.00
	Wright-Pierce Corp (PO 230576)		\$ 3,627.24					
			\$ 12,310.45					
			\$ 7,468.26					
			\$ 8,473.71					
			\$ 5,500.98	\$ 6,004.96	\$ 58.19	\$ 19,441.81		
				\$ 7,996.11				
				\$ 2,980.00				
				\$ 3,799.95				
	Holzner Construction Company (240448)				\$ 986,791.30	\$ 33,250.00		
	The Day (RFP/Bid)					235.76		
SUBTOTAL			\$ 37,380.64	\$ 20,781.02	\$ 986,849.49	\$ 52,927.57		
Wfd-5.5-03 Gorman Pump Station Control Panels Upgrade PROJECT COMPLETE		\$ 165,792.18						
SUBTOTAL			\$ 55,900.00	\$ 57,942.18		\$ 51,950.00		

**TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
THRU 3/31/2024**

	BUDGET	Expended thru 3/31/2022	Expended 4/1/2022 - 3/31/23	Encumbered	Expended 4/1/23 - 3/31/24	Expended 4/1/24 - 3/31/25	Balance Available
5.14 Drinking Water: Storage							
Wfd-5.14-01 Fargo Lane Water Tower Rehab	\$ 1,200,000.00						\$ 3,066.99
Lenard Engineering (PO 220125)		\$ 4,500.00	\$ 4,846.26	\$ 27,874.01	5,326.00		
		\$ 2,000.00	\$ 800.00				
		\$ 3,653.90	\$ 2,000.04				
		\$ 200.01	\$ 1,499.84				
		\$ 3,799.95	\$ 2,500.00				
Haley Ward (PO 240373)				\$ 8,076.00		1,800.00	
Haley Ward (PO 240481)				\$ 999,900.00		9,057.00	\$ 3,067.00
Utility Service Co., Inc. (PO 240187)				\$ 119,100.00			
Utility Service Co (Change Order #2 - PO 240540)				\$ 1,154,950.01	16,183.00		\$ 3,067.00
SUBTOTAL		\$ 14,153.86	\$ 11,646.14				
5.21 Broadband: Other Projects							
Wfd-5.21-01 Broadband/Security Upgrades at Stations	\$ 5,574.00						\$ -
SUBTOTAL		\$ 5,574.00					
PROJECT COMPLETE							
INFRASTRUCTURE SUBTOTAL	\$ 2,523,666.18	\$ 150,388.71	\$ 107,350.41	\$ 2,141,799.50	\$ 121,060.57		\$ 3,066.99
6: REVENUE REPLACEMENT							
6.1 Wfd-6.1-01 Civic Triangle Park ADA Revitalization	\$ 2,051,689.28						\$ 23,228.44
LoCIP (approved)	\$ 200,000.00						
Kent & Frost (PO 240366)				\$ 17,200.00		626.56	
The Day		\$ 413.63					
Spectrum Environmental		\$ 26,289.65					
Cor Built, LLC						540.00	
Haley Ward (PO 240403)						10,250.00	
The Pond and Lake Connection (PO 240485)						1,825.00	
Suchocki & Son Inc. (PO 230617)						675,220.50	
Suchocki & Son Inc. (Change Order 1) (PO 240264) - Library Walkway				\$ 577,260.50		10,500.00	
Suchocki & Son Inc. (Change Order 2 & 3) (PO 240271) - Add'l Tree Removal				\$ 83,685.00		15,350.00	
Suchocki & Son Inc. (Change Order 4) (PO 240277) - Hazardous Tree Removal						8,940.00	
Materials Testing (PO 240494)				\$ 8,000.00			
Suchocki & Son Inc. (Change Order 5) (PO 240316) - Pathway Color						7,200.00	
Suchocki & Son Inc. (Change Order 8) (PO 240349) - Conduit						12,400.00	
Suchocki & Son Inc. (Change Order) (PO 240444) - Streetscape				\$ 606,960.00		101,000.00	
Suchocki & sons Inc (Change Order) (PO 240432) - Site Amenities				\$ 52,800.00		12,000.00	
SUBTOTAL		\$ 26,703.28	\$ 1,345,905.50		\$ 855,852.06		

TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
THRU 3/31/2024

	BUDGET	Expended thru 3/31/2022	Expended 4/1/2022 - 3/31/23	Encumbered	Expended 4/1/23 - 3/31/24	Expended 4/1/24 - 3/31/25	Balance Available
Wfd-6.1-02 Town GIS Updates PROJECT COMPLETE	\$ 27,655.32	\$ 3,913.75	\$ 17,784.07	\$ -	\$ 5,957.50	\$ -	\$ -
SUBTOTAL	\$ 27,655.32	\$ 3,913.75	\$ 17,784.07	\$ -	\$ 5,957.50	\$ -	\$ -
Wfd-5.21-02 Cyber Security PROJECT COMPLETE	\$ 25,168.00	\$ -	\$ 25,168.00	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 25,168.00	\$ -	\$ 25,168.00	\$ -	\$ -	\$ -	\$ -
REVENUE REPLACEMENT SUBTOTAL	\$ 2,304,512.60	\$ 3,913.75	\$ 69,655.35	\$ 1,345,905.50	\$ 861,809.56	\$ -	\$ 23,228.44
TOTAL	\$ 5,747,505.77	\$ 314,778.33	\$ 459,613.27	\$ 3,750,780.00	\$ 1,196,038.74	\$ 3,067.00	\$ 26,295.43

#22B

Shannon Withey

From: Maria Stapleton <maria.stapleton@sbcglobal.net>
Sent: Friday, March 15, 2024 10:30 AM
To: First Selectman
Subject: 114 Dayton Road

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization.

Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.

Good morning,

I live at 2 Hickory Lane and heard through the grapevine that the referenced property (formerly a daycare and a church) is slated to be a half-way house. Is this true? If so, are you aware that the school buses pick up and drop off at this very spot (Dayton Rd & Hickory Ln) elementary, middle and high school children. Also in walking distance are children playgrounds (next door to the Cohanzie Fire Dept and Leary Park). There are also several elderly/handicap residents to consider.

A concerned resident,
Maria Stapleton

Shannon Withey

From: Maria Stapleton <maria.stapleton@sbcglobal.net>
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To: First Selectman
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A concerned resident,
Maria Stapleton

Shannon Withey

From: karen krohn <kkro100@hotmail.com>
Sent: Thursday, March 28, 2024 1:59 PM
To: Shannon Withey
Subject: Sign on the Quaker Hill Green

CAUTION: This email originated from outside of the organization.

Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.

Dear Ms. Withey,

Please convey my displeasure to Mr. Brule on the decision to install the digital sign in the Quaker Hill Green. That is a very small park with commemorative plants and a sitting area where people can sit and relax and enjoy the plants and flowers put there over many years by former and current residents. It is a peaceful little place - not a place for a commercial sign.

I don't know who is responsible for the decision to site it there, but it sure wasn't the residents.

Safety was touted as a reason to put it there. I think driver distraction will cause more accidents than are prevented.

Find another site for it. The entrance to the Quaker Hill elementary school would be good. Many cars passing and dropping their children off.

Not on the Q.H. green.

Thank you for passing this message on.

Karen Krohn

Quaker Hill

#22D

Stanley - McLoughlin15 Goshen Rd.Waterford, CT 06385

3/22/2024

David Campo, Waterford Town Clerk
 15 Rope Ferry Road
 Waterford, CT 06385

RECEIVED FOR RECORD
 WATERFORD, CT
 2024 MAR 25 1 A 10:35
 ATTEST: David I. Campo
 TOWN CLERK

CC: Superintendent Thomas W. Giard III, Members of the Board of Education, Members of the Board of Finance,
 Members of the RTM, First Selectman

Dear Superintendent Giard, Members of the BOE, BOF and RTM:

As you may or may not know, Great Neck Elementary School students have been given extremely limited outdoor recess multiple times this year due to flooding on the fields. The fields and playground area at the school do not drain properly, which is resulting in decreased outside playtime. The parents, guardians and, most importantly, students at Great Neck Elementary School are urging you to work together to address the issues affecting the playground area. Unless the underlying issue is solved, the rubber matting under the play structures will have to constantly be replaced, and students will continue to have days without a proper recess.

General Statute of Connecticut Section 10-211a¹ states that, in addition to lunch, "each student enrolled in elementary school time devoted to physical exercise of not less than twenty minutes in total." When students are sequestered to a small indoor area such as the gym, they are not given enough space to meet this requirement of "time devoted to physical exercise." Additionally, when the grass is too wet or is covered in snow, children are not allowed to be on the grass nor the playscape. This leaves them to the very limited play area on the blacktop/basketball courts. Students are forced to use this space to walk in circles around the perimeter of the black top for their recess because play space is so limited. Kids also must wait in long lines to shoot a basketball.

Natural sunlight helps reset our eyes, increases focus, and brightens our moods. In addition to the benefits of natural light, students greatly benefit from moving their bodies. According to the Centers for Disease Control and Prevention², without a proper recess, students are more likely to become restless in the classroom which will result in lower student outcomes and an increase in disruptive behavior.

We are urging you to take steps in addressing this issue and see what can be done to permanently fix the field's drainage. These muddy conditions are posing a safety hazard to those walking around the school grounds and are reducing our children's ability to engage in physical activity to their fullest potential. We are requesting a vote on adding this cost to the next budget cycle.

Thank you for your consideration.

Sincerely,

Meghan Stanley + Matt McLoughlin

¹ statepolicies.nasbe.org

² cdc.gov

Dear D. Mc Campo,

Our feilds at school are nealy bad,
because there always floded. I think
we should either get more drains
or level it. Yesterday we finilly
got to play soccer at school.
And if it rains again then
we will have to wait another
month!!! We all would
appreciate it if you
fixed it.

Love,

Mia (4th)

) and

Wyatt (Kindergarten)

15 Goshen R.D.

RECEIVED FOR RECORD
WATERFORD, CT

2024 MAR 25 A 10:35

ATTEST: *Doreen I. Long*
TOWN CLERK

Great Neck
School

#22E

Kimberly Callahan
39 Forest St.
Waterford, CT 06385
kcallahanbrakels@gmail.com | 860-326-8156

March 20, 2024

David Campo, Waterford Town Clerk
15 Rope Ferry Road
Waterford, CT 06385

CC: First Selectman Bob Brule, Superintendent Thomas W. Giard III, Members of the Board of Education, Members of the Board of Finance, Members of the RTM

Dear Superintendent Giard, Members of the BOE, BOF and RTM:

As you may or may not know, Great Neck Elementary School students have been given extremely limited outdoor recess multiple times this year due to flooding on the fields. The fields and playground area at the school do not drain properly, which is resulting in decreased outside playtime. The parents, guardians and, most importantly, students at Great Neck Elementary School are urging you to work together to address the issues affecting the playground area. Unless the underlying issue is solved, the rubber matting under the play structures will have to constantly be replaced, and students will continue to have days without a proper recess.

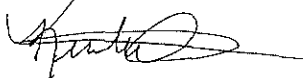
General Statute of Connecticut Section 10-211o¹ states that, in addition to lunch, "each student enrolled in elementary school time devoted to physical exercise of not less than twenty minutes in total." When students are sequestered to a small indoor area such as the gym, they are not given enough space to meet this requirement of "time devoted to physical exercise." Additionally, when the grass is too wet or is covered in snow, children are not allowed to be on the grass nor the playscape. This leaves them to the very limited play area on the blacktop/basketball courts. Students are forced to use this space to walk in circles around the perimeter of the black top for their recess because play space is so limited. Kids also must wait in long lines to shoot a basketball.

Natural sunlight helps reset our eyes, increases focus, and brightens our moods. In addition to the benefits of natural light, students greatly benefit from moving their bodies. According to the Centers for Disease Control and Prevention², without a proper recess, students are more likely to become restless in the classroom which will result in lower student outcomes and an increase in disruptive behavior.

We are urging you to take steps in addressing this issue and see what can be done to permanently fix the field's drainage. These muddy conditions are posing a safety hazard to those walking around the school grounds and are reducing our children's ability to engage in physical activity to their fullest potential. We are requesting a vote on adding this cost to the next budget cycle.

Thank you for your consideration.

Sincerely,



Kimberly Callahan

RECEIVED FOR RECORD
WATERFORD, CT
2024 MAR 21 A 8:57
TESTE: David J. Campo
TOWN CLERK

¹ statepolicies.nasbe.org

² cdc.gov

Dear Town 3/20/24
of Waterford,

Please fix your
playgrounds. We can't
play outside when
it is wet.

Sincerely,

Pictor Brake

RECEIVED FOR RECORD
WATERFORD, CT
2024 MAR 21 A 8:57
ATTEST: *[Signature]*
TOWN CLERK

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

RECEIVED FOR RECORD
WATERFORD, CT

2024 MAR 20 1P 2:46

ATTEST: *Daniel L. Casper*
TOWN CLERK

**MINUTES
BOARD OF SELECTMEN REGULAR MEETING**

Tuesday, March 19, 2024

5:00 PM

Waterford Town Hall (Appleby Room)

(Procedural Action: Check register to be signed by the Board of Selectmen in accordance with CGS 7-83)

1. **Call to Order & Roll Call: 5:00 pm**
In attendance: Rob Brule & Rich Muckle
Absent: Greg Attanasio
2. **Pledge of Allegiance**
3. **Public Comment:** Ronald Elkin, Data Center and Ethics
4. **Recreation and Parks:** To consider and act on the following request for a FY24 In-Series Transfer from the Recreation and Parks Director, Ryan McNamara, in the amount of \$2,500 to cover vehicle upkeep.
MOTION by Muckle, seconded by Brule, **VOTING IN FAVOR: 2-0 PASSED**
5. **Information Technology – Surplus Assets:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Director of Information Technology, Mark Geer and the Manager of Information Technology, Jeffrey Robillard, for surplus disposal of the following items as they've outlived their usefulness:
 - Asset #006628-Assay No. 0A-1375-2225, Serial No. 1009, Daktronics 3700 30 x79, MFG Date 2/22/08 REV 04
 - Asset #006628-Assay No. 0A-1375-2225, Serial No. 1008, Daktronics 3700 30 x79, MFG Date 02/22/08 REV 04
6. **MOTION** by Muckle, seconded by Brule to amend the motion and add "Board of Education" prior to "Director of Information Technology" **VOTE 2-0**
MOTION by Muckle, seconded by Brule to accept the amended motion,

VOTING IN FAVOR: 2-0 PASSED

MOTION by Muckle, seconded by Brule, VOTING IN FAVOR: 2-0 PASSED

7. **Additional Appropriation – Clark Lane Middle School Chiller Replacement** – To consider and act on a request for a FY24 additional appropriation, from the Director of Finance and Operations, Joseph Mancini, in the amount of \$149,340, line #20560-55020 (Clark Lane Middle School Chiller Replacements), and forward on to the Board of Finance if approved.
MOTION by Muckle, seconded by Brule, VOTING IN FAVOR: 2-0 PASSED

8. **Police Department:** To consider and act on the following request for a FY24 In-Series Transfer from the Chief of Police, Marc Balestracci, in the amount of \$7,700 to cover additional costs for new hires and Class A orders as well as Auto Maintenance.
MOTION by Muckle, seconded by Brule, VOTING IN FAVOR: 2-0 PASSED

9. **Appointments & Resignations:**

10. **New Business:**

11. **Old Business:**

12. **Correspondence:**

- 11a. Letter from Antonio Grillo – Great Neck Elementary School
- 11b. Letter from Robert Nye – Resignation as Municipal Historian
- 11c. Emails from BJ Ferro – Data Center
- 11d. Letter from Waterford East Lyme Citizens Group – Data Center
- 11e. Letter from Mary Grotjan – Great Neck School
- 11f. Letter from Brianna & Brian Hogarty – Great Neck School
- 11g. Letter from Kenia Miranda – Great Neck School
- 11h. Letter from the Luce family – Great Neck School

13. **Consent Agenda**

- 12a. Tax Refund: To approve and act on repayment of tax refund in the amount of \$7,882.34

MOTION by Muckle, seconded by Brule, VOTING IN FAVOR: 2-0 PASSED

- 12b. Board of Selectmen Regular Meeting Minutes March 5, 2024

MOTION by Muckle, seconded by Brule, VOTING IN FAVOR: 2-0 PASSED

14. **Adjournment:** 5:11 pm

MOTION by Muckle, seconded by Brule, VOTING IN FAVOR: 2-0 PASSED