

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

**AGENDA
REPRESENTATIVE TOWN MEETING
REGULAR MEETING**

**Monday, October 3, 2022
7:00pm – Waterford Town Hall
Auditorium**

RECEIVED
2022 SEP 21 AM 9:40
TOWN CLERK

- A. Pledge of Allegiance
- B. Roll Call
- C. To consider and act upon the minutes of the August 1, 2022 Regular Meeting.
- D. Correspondence
- E. Public Comment
- F. Committee reports and referrals
- G. Appointee & Liaison updates
- H. Transaction of Business on the Call;
 - 1. To consider and act upon a request from Seconn Fabrication LLC to grant previously waived exemptions for manufacturing machinery and equipment under authority provided by Connecticut General Statute 12-94e.
 - 2. To consider and act upon a recommendation from the Board of Selectmen to approve a request from **Twin Haven, Inc** of 36 Mary St, Waterford, for a five (5) year extension of its November 2, 2011 Tax Abatement Agreement commencing August 31, 2022 to August 31, 2027.
 - 3. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of **\$38,500** from the unassigned fund balance of the General Fund to the **CIP Project Remove UST Tank at Cohanzie Fire House**, line item **33021-55867**.
 - 4. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of **\$11,776** from the undesignated fund balance line **205-31520** of the Capital and Non-recurring Expenditure Fund to account **20530-57743 Jordan Cove Bridge Replacement**.
 - 5. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of **\$21,236** from the Undesignated Fund Balance line **205-31520** of the Capital and Non-Recurring Expenditure

Fund to fund New Project (Account Number to be assigned) **Repair of Pleasure Beach Sidewalk/Pathway.**

6. To consider and act upon an agreement, entitled "The Waterford/East Lyme Wastewater Collection and Conveyance Agreement" and authorize the First Selectman to sign on behalf of the Town of Waterford, pending favorable recommendation by the Board of Selectman at a special meeting.
7. To consider and act upon a regular member appointment to the Ethics Commission due to the resignation of Laurie Kerp(R) (Term 02/07/2022 – 02/05/2024)
8. To consider and act upon an appointments to the Personnel Review Board due to the resignation of Cathy Patterson(D). (Term 12/01/2020 – 11/30/2023)
9. To consider and act upon a recommendation from the Legislation & Administration Standing Committee of the RTM to amend **Chapter 2.38 – Information Technology Committee** and **Chapter 2.12 Finance Department of the Town of Waterford Code of Ordinances.**
10. To consider and act upon a recommendation from the Legislation & Administration Standing Committee of the RTM to amend **Chapter 2.42 - Route 11 Greenway Authority Commission** of the **Town of Waterford Code of Ordinances.**
11. To consider and act upon a motion to discuss strategy and/or negotiations with respect to multiple bargaining agreements in executive session.
12. To consider and act upon a motion to approve the funds necessary to implement the Tentative Agreement between the Town of Waterford and UPSEU, Waterford Public Safety Dispatcher Unit, covering the period July 1, 2022 – June 30, 2026.

I. New Business

J. Adjournment

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

C

MINUTES
REPRESENTATIVE TOWN MEETING
Regular Meeting
August 1, 2022

2022 AUG -3 PM 2:54

RECEIVED - 10-10-2022

RTM Moderator Paul Goldstein called the August 1, 2022 Regular Meeting of the Representative Town Meeting to order at 7:01 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Greg Attanasio, Michael Bono, Jennifer Bracciale (7:09 P.M.), Mary Childs, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Steven Garvin, Nicholas Gauthier, Kevin Girard, Paul Goldstein, Kristen Gonzalez, Jennifer Kohl, Paul Konstantakis, Cheryl Larder, Ted Olynciw, Danielle Steward-Gelinas.
ABSENT: Timothy Fioravanti, Ryan Healy, Richard Holmes, Richard Muckle, Dan Radin, Michael Rocchetti, David Sugrue, and David Welch.

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J Brule; Chair of the Board of Finance Glenn Patterson; Selectwoman Jody Nazarchyk.

EX-OFFICIO MEMBERS ABSENT: Selectman Elizabeth Sabilia; Chair of the Board of Education Pat Fedor.

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

AGENDA ITEM C – June 6, 2022 Minutes.

MOTION by Steward-Gelinas, seconded by Garvin, to approve the June 6, 2022 Minutes.

MOTION PASSED: Unanimous (Bracciale was unavailable to vote)

CORRESPONDENCE

Moderator Goldstein noted that the following items were received: Recommendations from the Democratic Town Committee and the Republican Town Committee for the Ad Hoc Energy Task Force, additional back up for ITEM 4, and the American Rescue Funds Quarterly Report. (See Attachment)

PUBLIC COMMENT

None

MOTION by Steward-Gelinas, seconded by Bono, to move CALL ITEM 4 to the first call item.

MOTION PASSED: Unanimous

CALL ITEM 4 – Non-Union Management Professional Wages.

PRESENTATION: Human Resources Director Christine Walters, Labor Attorney Eileen Duggan.

MOTION by Steward-Gelinas, seconded by Condon, to approve the funds necessary to implement the

Non-Union Management Professional wages as submitted.

Discussion ensued

MOTION PASSED: 15-2-0 (Larder, Olynciw opposed)

CALL ITEM 1 – Dissolution of the Municipal Complex Building Committee

MOTION by Steward-Gelinas, seconded by Bono, to approve a recommendation from the Municipal Complex Building Committee to dissolve the committee, as the project is complete.

Discussion ensued. RTM member and Municipal Complex Building Committee member offered some background along with Finance Director Kim Allen. RTM Member Tim Condon that it may be a good idea to request a post incident report from Chairman Ken Kirkman to find out what worked and didn't work. Town Clerk David Campo will reach out to Chairman Kirkman.

MOTION PASSED: Unanimous

CALL ITEM 2 – Fund Name Change

PRESENTATION: Director of Public Works Gary Schneider

MOTION by Gelinas, seconded by Bono, to approve a request from Kim Allen, Director of Finance, to approve a fund name change from **Waterford Community Activities Fund** to **Waterford Community Activities & Program Fund** to ensure transparency.

Brief discussion ensued.

A friendly amendment was accepted to add an "s" to "program".

MOTION PASSED: Unanimous

CALL ITEM 3: Contributed Gift Fund

PRESENTATION: Director of Finance Kim Allen

MOTION by Steward-Gelinas, seconded by Gauthier, to approve a gift, per Waterford Ordinance 3.05.030 (Contributed Gifts Fund), from the **Gardiner Family Foundation** in the amount of **\$15,000** to **Waterford Youth & Family Services**.

MOTION PASSED: Unanimous

CALL ITEM 5: Ad Hoc Energy Task Force Appointment

MOTION by Steward-Gelinas, seconded by Condon, to act upon two resident appointments to the Ad Hoc Energy Task Force.

Friendly amendment accepted to change "resident" to "elector".

NOMINATION by Steward-Gelinas, seconded by Dembek, of Ivan Kuvalanka, 45 New Shore Rd, to serve on the Ad Hoc Energy Task Force.

NOMINATION by Driscoll, seconded by Gauthier, of Emily Polakowski, 24 Savi Ave, to serve on the Ad Hoc Energy Task Force.

Moderator Goldstein took a vote for both nominations.

NOMINATIONS PASSED: Unanimous

CALL ITEM 6: Ad Hoc Energy Task Force Appointment

MOTION by Steward-Gelinas, seconded by Condon, to act upon two RTM Member appointments to the Ad Hoc Energy Task Force.

NOMINATION by Steward-Gelinas, seconded by Dembek, of RTM Member Kevin Girard to serve on the Ad Hoc Energy Task Force.

NOMINATION by Driscoll, seconded by Gauthier, of RTM Member Mary Childs to serve on the Ad Hoc Energy Task Force.

Moderator Goldstein took a vote for both nominations.

NOMINATIONS PASSED: Unanimous

NEW BUSINESS:

RTM Member Condon mentioned the importance of protecting our schools in light of the shooting that have taken place nationally and that the Town of Waterford BOE needs to look at how other towns are addressing the situation.

MOTION by Steward-Gelinas, seconded by Gauthier, to adjourn at 7:49 P.M.

MOTION PASSED: Unanimous

Respectfully submitted,

David L. Campo, CCTC
Waterford Town Clerk

WATERFORD DEMOCRATIC TOWN COMMITTEE

182 Niantic River Rd • Waterford, CT • 06385

July 18, 2022

Paul Goldstein
Moderator, RTM
15 Rope Ferry Rd
Waterford, CT 06385

2022 JUL 18 PM 3:47

RECEIVED - POLAKOWSKI

RE: Ad Hoc Energy Task Force Appointment

Dear Moderator Goldstein,

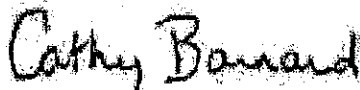
On behalf of the Waterford Democratic Town Committee, I offer this letter of support for the nomination of Emily Polakowski for appointment to the Ad Hoc Energy Task Force established by the Representative Town Meeting in June. Her contact information is as follows:

Emily Polakowski
24 Savi Avenue
Waterford, CT 06385-2224
emily.polakowski@gmail.com
570-854-5105

Attached you will find a letter of intent submitted by Emily that provides pertinent information about her interest and experience—both local and global—in efforts to address climate change. We are confident that she would prove to be an active, qualified, and dedicated participant if granted the opportunity to serve on the new task force charged with creating a long-term plan for our town's green energy initiatives and sustainability efforts.

Thank you for your consideration of this matter.

Sincerely,



Catherine Barnard
Chair, Waterford DTC

cc: Dave Campo, Town Clerk
encl: Polakowski letter

July 5, 2022

To Whom It May Concern:

My name is Emily Polakowski, and I'm writing to express my interest in serving as a resident of the town on the newly formed Ad Hoc Energy Task Force that was created at June's RTM meeting.

I have lived in Waterford for four years following my graduation from physical therapy school. My initial involvement in local politics was limited to my membership in the local League of Women Voters (LWV) chapter as I believed in their mission and values. My involvement in this group mainly consisted of timing several local debates and working at voter registration events. However, I was fortunate enough to win one of two national-level scholarships last year to attend the UN Conference of the Parties climate conference in Glasgow, Scotland as a representative of the national LWV. I went into this conference knowing very little about climate change, but was able to hear individuals from around the world talk about their daily struggles from climate change, what they're doing to address and mitigate these impacts, and hear Al Gore encourage all attendees that there is hope – but we have to do something about it! I came back inspired and motivated to make a change. I gave several local talks to community groups and East Lyme High School's Ecology club, wrote an editorial for The Day, and began a climate subcommittee in the local LWV chapter as well as my church. I then began to consider how I could make an impression on a wider scale – the most meaningful impacts are not created at the individual level, but rather require joint efforts to influence societal level changes.

I was then told about RTM's upcoming decision on the Eversource natural gas contract. I was able to give public comment at both meetings and participate in the referendum process. As I didn't feel fully informed yet on the issues, I had several meetings and conversations with various town players. Since February, I've met with Gary Schneider from Public Works, Abby Piersall from Planning, Rob Brule from the Selectmen's office, and several members of the RTM. I've also contacted and spoken with several RTM members - both Democratic and Republican - in an attempt to fully understand these issues and to get a better picture of the town history and processes for moving forward.

I am thrilled that the town has decided to bring this committee together, and I am excited for all information that can be gathered to move Waterford in the best direction possible. I believe that I'm a good candidate for one of the resident positions due to my high level of interest and passion in this topic area, my climate knowledge as an attendee of COP, my regular monitoring of state and national energy strategies through my activity and involvement in several LWV groups and committees, and the initiative that I've demonstrated through my meetings and communications with various town leaders. I believe that this committee can be incredibly useful and make a huge difference if it is empowered with bipartisan support that can work together to develop the most effective, but still reasonable options for the town.

I thank you for your consideration and am happy to answer any questions that you may have for me— thank you,

Emily Polakowski

WATERFORD REPUBLICAN TOWN COMMITTEE

P.O. BOX 671, WATERFORD CT 06385

Mr. David Campo
Waterford Town Clerk
15 Rope Ferry Road
Waterford CT 06385

July 28, 2022

2022 JUL 29 AM 10:30

Dear Mr. Campo,

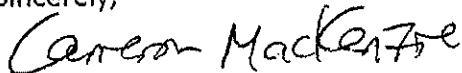
The Nominating Committee of the Waterford Republican Town Committee would like to put forward long-time Waterford resident Ivan Kuvalanka, 45 New Shore Road, to be a member of the newly created Ad Hoc Energy Task Force Commission.

This suggestion was heartily agreed to by all members of the Waterford Republican Town Committee.

As the attached resume shows, Mr. Kuvalanka's work experience at Millstone, as well as former assessor experience, would be an asset to the task force. Mr. Kuvalanka's intelligence, dedication and interest in the community would also serve the Commission well.

Thank you for your consideration.

Sincerely,



Cameron MacKenzie
132 Great Neck Road, Waterford
Secretary of the Waterford Republican Town Committee

cc – Paul Goldstein, RTM Moderator
Danielle Steward-Gelinas, RTM Majority Leader

Ivan J. Kuvalanka
45 New Shore Rd
Waterford, CT 06385

Boston University
1970 Bachelor of Arts
Russian Language and Literature

Rensselaer Polytechnical Institute
2005 Master of Business Administration
Management

1970 -1979 Real Estate Broker
ABC Realty, Braintree Massachusetts
Thames Realty, Groton Connecticut

1979 -1983 Nuclear Engineering Technician
Numanco Services, Millstone Power Station I

1983-1988 Deputy Assessor
Town of Waterford

1987-2008 Independent Fee Appraiser
Licensed Certified General Appraiser

1988-1992 Assessor
Town of Windham

2000-2008 Assessor
Town of Westbrook

Non Union Full time			Current Salary	2.25% Increase
CLASS	POSITION	DEPARTMENT		
MP-1	Executive Secretary	First Selectman	\$ 72,663	\$ 74,298
	Human Resources Assistant	Human Resources	\$ -	\$ -
	Administrative Assistant	Human Resources	\$ 61,763	\$ 63,153
MP-2	Department Assistant (Adult)	Library	\$ 64,924	\$ 66,385
	Human Services Coordinator	Youth & Family	\$ 57,000	\$ 58,283
MP-3	Library Department Heads:			
	Children's Services	Library	\$ 71,560	\$ 73,170
	Technical and Circulation Services	Library	\$ 78,706	\$ 80,477
	Adult Services	Library	\$ 71,557	\$ 73,167
MP-3A	Assistant Fire Chief	Fire Services	\$ -	\$ -
MP-4	Library Director	Library	\$ 94,096	\$ 96,213
	Planning Director	Planning & Zoning	\$ 108,833	\$ 111,282
	Director of Human Resources	Human Resources	\$ 90,000	\$ 92,025
	Director of Recreation & Parks	Recreation & Parks	\$ 111,637	\$ 114,149
	Information Technology Mgr.	Finance	\$ 110,000	\$ 112,475
MP-5	Chief Engineer	Utility Commission	\$ 117,907	\$ 120,560
	Director of Finance	Finance	\$ 120,233	\$ 122,938
	Director of Fire Services	Fire Services	\$ 100,000	\$ 102,250
	Director of Public Works	Public Works	\$ 117,097	\$ 119,732
			\$ 1,447,976	\$ 1,480,555
			Additional funds	\$ 32,579

TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
April 1, 2022 through June 30, 2022

		BUDGET	Encumbered through 6/30/22	Expended through 6/30/22	Balance Available
1: PUBLIC HEALTH					
1.2 COVID-19 Testing					
Wfd-1.2-01	COVID Test Kits	\$ 10,000.00	\$ -	\$ 899.00	\$ 6,500.16
	JP Morgan CC (Amazon)		\$ -	\$ 2,537.09	
	JP Morgan CC (Wal-Mart)		\$ -	\$ 63.75	
	JP Morgan CC (CVS)		\$ -	\$ 3,499.84	
	SUBTOTAL				
		\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
1.5 Personal Protective Equipment					
Wfd-1.5-01	PPE Supplies	\$ 80,570.00	\$ -	\$ 12,595.20	\$ 15,493.71
	SUBTOTAL				
		\$ 80,570.00	\$ -	\$ 12,595.20	\$ 15,493.71
1.7 Other COVID-19 Public Health Expenses					
Wfd-1.7-01	First Responder CADLink Equipment and Software				
	Hanger 14 Solutions LLC		\$ -	\$ 4,634.50	
	Slate Pages LLC		\$ -	\$ 9,557.34	
	Tactical Communications		\$ -	\$ 7,824.40	
	FIRSTNet/AT&T Mobility		\$ -	\$ 4,038.72	
	FirstNet (monthly service fee)		\$ -	\$ 15,975.57	
	Central Square		\$ -	\$ 5,000.00	
	Central Square		\$ -	\$ 3,743.36	
	Best Buy		\$ -	\$ 1,707.20	
	ePlus (Equipment MDM License)		\$ -	\$ 65,076.29	
	SUBTOTAL				
		\$ 13,750.00	\$ -	\$ 7,728.95	\$ 6,021.05
	SUBTOTAL				
		\$ 13,750.00	\$ -	\$ 7,728.95	\$ 6,021.05

RECEIVED TOWN OF WATERFORD
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 TOWN OF WATERFORD

TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
April 1, 2022 through June 30, 2022

	BUDGET	Encumbered through 6/30/22	Expended through 6/30/22	Balance Available
Wfd-1.7-03 Dispatch Upgrades	\$ 26,665.00	\$ -	\$ 26,662.50	\$ 2.50
			\$ 26,662.50	
1.12 Mental Health Services				
Wfd-1.12-01 Human Services Coordinator	\$ 266,101.00			\$ 222,845.94
Oct 4, 2021 - January 10, 2022				
January 11 - March 31, 2022		\$ -	\$ 43,255.06	
April 1 - June 30, 2022		\$ -	\$ 43,255.06	
SUBTOTAL				
1.14 Other COVID-19 Public Health Services				
Wfd-1.14-01 Ledgelight Health District	\$ 55,479.00	\$ -	\$ 55,478.90	\$ 0.100
			\$ 55,478.90	
SUBTOTAL				
PUBLIC HEALTH SUBTOTAL	\$ 453,565.00	\$ -	\$ 201,701.54	\$ 251,863.46
2: NEGATIVE ECONOMIC IMPACTS				
2.32 Small Business Economic Assistance (General)				
Wfd-2.32-01 Waterford Small Business Grants	\$ 300,000.00	\$ -	\$ 246.20	\$ 228,253.80
The Day (Consulting Services Bid Advertisement)		\$ 60,500.00		
Brianna Regine Visionary Consulting		\$ 60,500.00	\$ 246.20	
SUBTOTAL				
2.35 Aid to Tourism, Travel or Hospitality				
Wfd-2.35-01 Eugene O'Neill Theater	\$ 588,765.00	\$ -	\$ 56,647.94	\$ 532,117.06
Charles Pasteryak Asphalt Paving		\$ -	\$ 56,647.94	
SUBTOTAL				

TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
April 1, 2022 through June 30, 2022

	BUDGET	Encumbered through 6/30/22	Expended through 6/30/22	Balance Available
	\$ 888,765.00	\$ 60,500.00	\$ 56,894.14	\$ 760,370.86

NEGATIVE ECONOMIC IMPACTS SUBTOTAL

5: INFRASTRUCTURE

5.5 Clean Water: Other Sewer Infrastructure

Wfd-5.5-01 Cross Road Pump Station Upgrade

\$ 564,650.00

Wright-Pierce Corp

\$ 88,994.79

\$ 51,381.28

\$ 424,273.93

SUBTOTAL

\$ 88,994.79

\$ 51,381.28

Wfd-5.5-02 Old Norwich Road Pump Station Upgrade

\$ 587,650.00

Wright-Pierce Corp

\$ 88,994.36

\$ 37,380.64

\$ 461,275.00

SUBTOTAL

\$ 88,994.36

\$ 37,380.64

Wfd-5.5-03 Gorman Pump Station Control Panels Upgrade

\$ 163,750.00

US Automation

\$ 107,850.00

\$ 55,900.00

\$ -

SUBTOTAL

\$ 107,850.00

\$ 55,900.00

5.14 Drinking Water: Storage

Wfd-5.14-01 Fargo Lane Water Tower Rehab

\$ 1,200,000.00

Lenard Engineering

\$ 43,999.84

\$ 15,000.16

\$ 1,141,000.00

TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
April 1, 2022 through June 30, 2022

	BUDGET	Encumbered through 6/30/22	Expended through 6/30/22	Balance Available
SUBTOTAL		\$ 43,999.84	\$ 15,000.16	
5.21 Broadband: Other Projects				
Wfd-5.21-01 Broadband/Security Upgrades at Pump Stations	\$ 680,322.00			\$ 674,748.00
ePlus (security laptops maint contract)		\$ -	\$ 5,574.00	
ePlus (security laptops)		\$ -	\$ 5,574.00	
SUBTOTAL				
INFRASTRUCTURE SUBTOTAL	\$ 3,196,372.00	\$ 329,838.99	\$ 165,236.08	\$ 2,701,297
6: REVENUE REPLACEMENT				
6.1 Wfd-6.1-01 Civic Triangle Park ADA Revitalization	\$ 950,000.00	\$ -	\$ -	\$ 950,000.00
SUBTOTAL				
Wfd-6.1-02 Town GIS Updates	\$ 37,500.00	\$ 26,071.47	\$ 11,428.53	\$ -
SUBTOTAL		\$ 26,071.47	\$ 11,428.53	
Wfd-5.21-02 Cyber Security	\$ 21,688.00	\$ -	\$ 25,168.00	\$ (3,480.00)
ePlus (security assessment)		\$ -	\$ 25,168.00	
ePlus (Duo Subscription)				
SUBTOTAL				
Consolidated Computing (PURE Maintenance)				
SUBTOTAL		\$ -	\$ 25,168.00	

TOWN OF WATERFORD
 AMERICAN RESCUE FUNDS QUARTERLY REPORT
 April 1, 2022 through June 30, 2022

	BUDGET	Encumbered through 6/30/22	Expended through 6/30/22	Balance Available
REVENUE REPLACEMENT SUBTOTAL	\$ 1,009,188.00	\$ 26,071.47	\$ 36,596.53	\$ 946,520
TOTAL	\$ 5,547,890.00	\$ 416,410.46	\$ 460,428.29	\$ 4,671,051.25

MODERATOR'S REPORT

Representative Town Meeting

October 3, 2022

Matters Currently in Standing Committees

LEGISLATION & ADMINISTRATION

Review of Ordinance 2.38 – Information Technology Committee, RTC 10/04/21

Review of Chapter 2.42 - Greenway Authority Commission, RTC 04/04/22

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

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

EDUCATION

FINANCE, WAGE & PERSONNEL

PUBLIC HEALTH, RECREATION & ENVIRONMENT

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

PUBLIC PROTECTION & SAFETY

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

PUBLIC WORKS, PLANNING & DEVELOPMENT

Appraisal of sidewalk ordinance and associated safety issues, RTC 02/01/21

Short Term Rentals, RTC 12/06/21

McNAMARA & McNAMARA, P.C.
ATTORNEYS AT LAW
100 Pennsylvania Avenue, Niantic, CT 06357

1

Jeffrey A. McNamara
Lauren M. McNamara

tel: 860-739-3918
fax: 860-294-0269

September 12, 2022

Paul Goldstein
RTM Moderator
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Re: Seconn Fabrication LLC

Dear Mr. Paul Goldstein:

Please be advised that this office represents Seconn Fabrication LLC ("Seconn") in connection with property it owns at 180 Cross Road, Waterford, Connecticut. Please accept this letter as a request for the Town of Waterford to grant an exemption pursuant to Connecticut General Statute 12-94e ("CGS 12-94e") for its failure to file the requisite form to claim an exemption from personal property taxes.

CGS 12-94e (see attached) permits a municipality, upon request from a taxpayer, to grant an exemption according to criteria established by said municipality. According to CGS 12-94e, said criteria may include: (1) a showing of hardship experienced by the taxpayer which may account for its failure to claim the exemption and (2) a showing that granting the exemption would provide a net benefit to economic development within the municipality.

In support of said request, I offer the following:

Connecticut General Statute 12-81(76) exempts businesses containing manufacturing equipment from paying personal property taxes on said equipment. To be exempt, the business must file an exemption form with the town assessor no later than November 1st of the previous year.

2022 SEP 12 PM 2:20

McNAMARA & McNAMARA, P.C.

ATTORNEYS AT LAW

100 Pennsylvania Avenue, Niantic, CT 06357

Jeffrey A. McNamara
Lauren M. McNamara

tel: 860-739-3918
fax: 860-294-0269

For the past eighteen years, Seconn employed a comptroller who was responsible for filing the exemption form. During those eighteen years, Seconn's comptroller filed the exemption form on time and Seconn received exemption status on its manufacturing equipment located at its business at 180 Cross Road, Waterford, Connecticut.

Beginning in early 2020, due to COVID legislation and restrictions, said comptroller worked remotely and later left the company. Mr. Marelli, the owner and operator of Seconn, quickly hired a replacement, but said replacement went on maternity leave October 1, 2021. At the time, due to the COVID pandemic, Mr. Marelli was unable to fill the position with a current staff member or find a temporary replacement. Personnel challenges coupled with the remote working environment required by COVID restrictions, led to Seconn's failure to file the required exemption form in a timely fashion.

On July 5, 2022, Mr. Marelli, received a personal property tax bill for \$115,864.44. He immediately contacted his accountant who informed him the tax bill was for personal property because Seconn failed to file the required exemption form by November 1, 2021. This came as a complete surprise to Mr. Marelli as his personal property tax bill in previous years was approximately \$2,500.00.

It is the undersigned's belief that CGS 12-94e was enacted to grant relief under exactly these circumstances.

First, the loss of Mr. Marelli's longtime comptroller while pandemic restrictions were in place, in addition to the comptroller's replacement leaving for maternity leave, caused a great hardship to Seconn, which resulted in its failure to file the requested exemption form.

Further, Mr. Marelli employs over fifty people at Seconn Fabrication. His renovation of the building located at 180 Cross Road, Waterford, has completely rehabilitated a once abandoned manufacturing building. In addition, Mr. Marelli pays in excess of 125,000 dollars a year in real estate taxes.

It's my contention that Seconn Fabrication has satisfied the criteria established by CGS 12-94e in that it experienced a hardship which accounted for its failure to file the exemption form and granting said exemption would provide a net benefit to the economic development in the Town of Waterford.

If said exemption is granted, Mr. Marelli would be able to continue to grow his workforce and potentially increase the footprint of Seconn's business, resulting in increased tax revenue for the Town of Waterford.

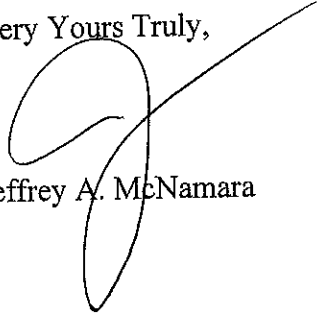
McNAMARA & McNAMARA, P.C.
ATTORNEYS AT LAW
100 Pennsylvania Avenue, Niantic, CT 06357

Jeffrey A. McNamara
Lauren M. McNamara

tel: 860-739-3918
fax: 860-294-0269

I look forward to discussing this further with the legislative body. If you have any questions, please do not hesitate to contact me.

Very Yours Truly,



Jeffrey A. McNamara

2020 Connecticut General Statutes

Title 12 - Taxation

Chapter 203 - Property Tax Assessment

Section 12-94e - Municipal option to grant certain previously waived exemptions.

Universal Citation: CT Gen Stat § 12-94e (2020)

Whenever any person claiming the exemption from property tax under the provisions of subdivision (59), (60), (70), (72), (74) or (76) of section 12-81 has failed to file a claim with the assessor or board of assessors as required in said subdivisions and has further failed to apply for an extension of time under section 12-81k, the municipality, upon receipt of a request from such person, may, by vote of its legislative body or, where the legislative body is a town meeting, by a vote of its board of selectmen, grant such exemption according to criteria established by the municipality, including, but not limited to, allowing for any hardship experienced by the person which may account for the failure to claim the exemption or to file for an extension of time and whether the exemption would provide a net benefit to economic development in the municipality. No payment in lieu of tax under this chapter shall be made with regard to any property exempted from tax under this section.

(P.A. 03-269, S. 10; P.A. 14-183, S. 4.)

History: P.A. 03-269 effective July 9, 2003, and applicable to any assessment year; P.A. 14-183 added reference to Sec. 12-81(76) and provision re vote of board of selectmen.

Town of Waterford
Assessor's Office
15 Rope Ferry Road
Waterford, CT 06385



Phone: (860) 444-5820
Fax: (860) 444-5819

September 16, 2022

Paul Goldstein
Moderator, RTM
15 Rope Ferry Rd.
Waterford, CT 06385

RE: Seconn Fabrication LLC

Dear Moderator Goldstein,

Please be advised that the Assessor's office received Seconn Fabrication LLC's completed Personal Property Declaration for the 2021 Grand List year on 7/6/2022. Included with the declaration was the 2021 Manufacturing Machinery and Equipment Exemption Claim form and an itemized listing of all eligible manufacturing equipment.

The Assessor's office has reviewed Seconn's late filing and determined that the 2021 Manufacturing Exemption Claim is both complete and compliant with the criteria established under CGS §12-81(76). All equipment listed on the 2021 claim form received is considered eligible manufacturing machinery and equipment.

I am certainly available to answer any questions you may have on this matter.

Sincerely,

Paige S. Walton

Paige S. Walton, CCMA II
Assessor

RECEIVED FOR RECORD
TOWN OF WATERFORD, CT
2022 SEP 19 AM 11:26
David Campo

Cc: David Campo, Town Clerk

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

2

September 19, 2022

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

RE: Twin Haven November 2, 2011 Tax Abatement Agreement August 31, 2022 to August 31, 2027.

Dear Mr. Goldstein,

On August 16, 2022, The Board of Selectmen unanimously voted to recommend the following:

Finance Department: To consider and act on a request from Twin Haven, Inc., of 36 Mary Street, Waterford, for a five (5) year extension of its November 2, 2011 Tax Abatement Agreement commencing August 31, 2022 to August 31, 2027.

Sincerely

Robert Brule

Robert Brule
First Selectman

cc: David Campo, Town Clerk

RECEIVED FOR RECORD
WATERFORD, CT
2022 SEP 19 PM 1:35
TOWN CLERK

MINUTES
BOARD OF SELECTMEN MEETING
August 16, 2022
5:00 P.M.
Waterford Town Hall (Appleby Room)

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

Members Present: First Selectman Robert Brule, Selectwoman Jody Nazarchyk and Selectwoman Elizabeth Sabilia

- 2022 AUG 23 PM 1:54
TOWN CLERK
1. **Call to Order & Roll Call-** First Selectman Brule called the meeting to order at 5:00pm.
 2. **Pledge of Allegiance**
 3. **Public Comment:** Helen Kwasniewski requested the Board of Selectmen to not approve the Tax abatement for Twin Havens.
 4. **Finance Department:** To consider and act on a request from Twin Haven, Inc., of 36 Mary Street, Waterford, for a five (5) year extension of its November 2, 2011 Tax Abatement Agreement commencing August 31, 2022 to August 31, 2027.

MOTION by Nazarchyk, and seconded by Sabilia, VOTING IN FAVOR:
unanimous **VOTE:3-0**

5. **Public Works:** To consider and act on a request for an additional appropriation from the Public Works Director, Gary Schneider in the amount of \$38,500 to complete the required work for the Cohanzie tanks, line item 33021-55897.

MOTION by Nazarchyk, and seconded by Sabilia, VOTING IN FAVOR:
unanimous **VOTE:3-0**

6. **Police Department:** To consider and act on a request for an additional appropriation from the Chief of Police, Marc Balestracci in the amount of \$2,496 for the Cell Bench Safety Overlay, due to increased cost of materials.

MOTION by Nazarchyk, and seconded by Sabilia, VOTING IN FAVOR:
unanimous **VOTE:3-0**

7. **Finance Department:** To consider and act on the following request for an Inter-Department Out Series Transfer from the Finance Director, Kim Allen, in the amount of \$46,392.

Motion made by Sabilia to Amended agenda item #7 and seconded by Ms. Nazarchyk VOTING IN FAVOR; unanimous, **VOTE:3-0**

Finance Department: To consider and act on the following request for an Inter-Department Out Series Transfer from the Finance Director, Kim Allen, in the amount of \$46,392 to be taken out of the FY23 budget to cover combined additional custodial cost for the community center building, due to a retirement.

MOTION by Nazarchyk, and seconded by Sabilia, VOTING IN FAVOR:
unanimous **VOTE:3-0**

8. **Assessor:** To consider and act on the following request for an Out Series Transfer from the Finance Director, Kim Allen, in the amount of \$25,000.

Motion made by Sabilia to Amended agenda item #8 and seconded by Ms. Nazarchyk VOTING IN FAVOR; unanimous, **VOTE:3-0**

Assessor: To consider and act on the following request for an Out Series Transfer from the Finance Director, Kim Allen, in the amount of \$25,000 to be taken from FY23, funds will be taken from the administration line and placed into the professional fees line to cover consultant fees.

MOTION by Nazarchyk, and seconded by Sabilia, VOTING IN FAVOR:
unanimous **VOTE:3-0**

9. **New Business:**

9a. Parade debriefing meeting will be scheduled within the next few weeks.

10. Correspondence:

10a. Waterford Rise email received on 8/4/2022

10b. Elizabeth B. Ritter, Chair, Waterford Ethics Commission-Email received on August 2, 2022

11. Appointments and Resignations: N/A

12. Consent Agenda

12a. Tax refund in the amount of \$20,144.83-Approved

13. Adjournment- was made by Ms. Nazarchyk and seconded by Ms. Sabilia to adjourn at 5:56pm. VOTING IN FAVOR; unanimous, **VOTE:3-0**

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Cindy Dupointe".

Cindy Dupointe
Recording Secretary

EXTENSION AND AMENDMENT TO TAX ABATEMENT AGREEMENT

This SECOND AMENDMENT and EXTENSION to a certain Tax Abatement Agreement dated November 2, 2011 between **TWIN HAVEN, INC.** ("TWIN HAVEN") and the **TOWN OF WATERFORD** ("TOWN") is made this _____ day of August, 2022.

WHEREAS, **TWIN HAVEN**, a non-stock corporation and the **TOWN** entered in an Agreement, a copy of which is attached hereto as **Exhibit A**, with respect to property located at 36 Mary Street that provides housing for persons over the age of sixty-two (62) of low and moderate income pursuant to Connecticut General Statute Section 8-215 and 8-216, as amended, and Waterford Town Ordinance Chapter 3.16; and

WHEREAS, the Board of Selectman of the Town of Waterford abated a portion of the real estate taxes on said property, pursuant to the attached Agreement; and

WHEREAS, the Agreement terminated on June 30, 2021; and

WHEREAS, the property continues to be rented solely to elderly handicapped and non-handicapped persons of low and moderate income levels; and

WHEREAS, **TWIN HAVEN**, has requested an extension of said Agreement for the further period of five (5) years after its expiration date of June 30, 2021; and

WHEREAS, the Town is willing to continue the tax abatement beyond June 30, 2021 on the condition that said property be occupied solely by elderly persons of low and moderate income levels;

NOW THEREFORE, in consideration of the premises above stated and of the mutual promises hereinafter made, the parties agree as follows:

1. The Agreement is hereby affirmed and extended commencing August 31, 2022 through August 31, 2027.
2. Until such time that **TWIN HAVEN** shall fail to abide by the terms of the Agreement or until the Agreement shall terminate on no later than August 31, 2027 in accordance with the terms of this herein Second Amendment, then the Agreement shall continue to be in full force and affect as extended herein.

8/16/22 Bas approved

RECEIVED FOR RECORD
TOWN OF WATERFORD, CT
2022 SEP -9 PM 4:27

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment to Tax Abatement Agreement in duplicate originals as of the date indicated above.

TWIN HAVEN, INC.

By:
Its Duly Authorized President

TOWN OF WATERFORD

By:
Its First Selectman

The original Agreement dated
November 2, 2011 is recorded at
Vol. 1213, page 62 of the
Waterford Land Records

MOTION

To consider and act on a request from Twin Haven, Inc., of 36 Mary Street, Waterford, for a five (5) year extension of its November 2, 2011 Tax Abatement Agreement commencing August 31, 2022 to August 31, 2027.

DRAFT

DEC - 7 2011

**TAX ABATEMENT AGREEMENT BETWEEN
THE TOWN OF WATERFORD AND
TWIN HAVEN, INC.**

AGREEMENT made this 2nd day of November, 2011, between the TOWN OF WATERFORD, acting herein by its First Selectman, hereinafter referred to as the "TOWN", and TWIN HAVEN, INC., a Connecticut corporation organized and existing under the laws of the State of Connecticut, acting herein by its President, hereinafter referred to as the "OWNER".

WITNESSETH THAT:

WHEREAS, the OWNER has acquired certain property in the Town of Waterford upon which it has provided housing for persons ages sixty-two (62) or older of low and moderate income, within the meaning and for the purpose of implementing Section 8-215 of Chapter 133 of the Connecticut General Statutes, as amended, which property is more particularly described in Appendix A, attached hereto, and located on Mary Street and Gilead Road, Waterford, Connecticut; and

WHEREAS, in order to make it economically feasible to provide such housing, it is necessary that the real estate taxes on said property be abated; and

WHEREAS, to that end the Board of Selectmen of the Town of Waterford, by resolution dated July 17, 1984 abated the real estate taxes on the property described in Appendix A, owned by TWIN HAVEN, INC.; and

WHEREAS, the Representative Town Meeting of the Town of Waterford approved said resolution on August 6, 1984; and further modified the ordinance to extend said abatement on June 6, 2011; and

WHEREAS, the Board of Selectmen of the Town of Waterford voted to enter into a new Tax Abatement Agreement pursuant to the RTM action, extending the time revised for such abatement; and

WHEREAS, tax abatement is conditioned upon the execution of a contract between the TOWN and the OWNER binding the OWNER to limit occupancy in the subject premises solely to persons of low or moderate income and to use said tax abatement to allow a monthly occupancy charge consistent with such income levels and to provide housing of better design and quality than is usually available at such rentals or occupancy charges;

NOW THEREFORE, in consideration of the foregoing and for other good and valuable considerations, the TOWN and the OWNER agree as follows:

1. The OWNER agrees to limit occupancy in said premises solely to persons of low or moderate income levels.

2. The OWNER will use said tax abatement to allow a monthly occupancy charge consistent with such income levels and to provide housing of better design and quality than is usually available at such rentals or occupancy charges.

3. Said tax abatement shall begin on July 1, 2011 and shall terminate on July 1, 2016. This Agreement is renewable in writing for additional terms of five (5) years each, provided that said tax abatement shall terminate at such earlier time as the OWNER shall fail to abide by the terms of this Agreement.

4. (a) It is understood and agreed that upon completion, the assessed valuation on the subject property shall be equal to the capitalized value of the net rental income of the housing project as determined by the Assessor pursuant to Title 12 of the Connecticut General Statutes. The OWNER shall furnish to the TOWN all data requested by it to determine such value. Prior to completion the property shall be equitably assessed based on the Assessor's projections of the probable assessment after completion.

(b) The amount of taxes abated by the TOWN shall be determined by multiplying the tax levied against said property by the percentage of the annual levy of the Town of Waterford which is expended for education.

5. It is further understood that the assessed valuation on the subject property and/or the tax rate may be changed or adjusted in due course by the appropriate municipal agency or official, which change or adjustment shall not require the amendment of this contract. Any adjustment in respect to the assessment, however, shall be as the result of a capital change to said property, or general reassessment of property in the community by the appropriate municipal agency or official.

STANDARDS OF HOUSING

6. It is understood and agreed by the parties that the OWNER shall not receive tax abatement on the subject properties for that period of time during which the subject property does not comply with or conform to the housing codes applicable to the premises as manifested by a notice revoking its Certificate of Occupancy.

INSPECTION OF PREMISES

7. The OWNER will provide or cause the provision of competent and adequate inspection of the subject properties to insure compliance with applicable housing codes.

8. a. The TOWN shall have the right to inspect, to the extent deemed necessary by it, all the premises, including but not limited to: dwelling units, basements, buildings, and grounds comprising the subject property.

b. Such inspections shall be made by authorized agents of the TOWN at reasonable times between the hours of 8:00 a.m. and 5:00 p.m. or at such other times mutually satisfactory to and agreed upon by the TOWN and the OWNER or the occupant of a dwelling unit.

c. Such inspections shall be for the purpose of ascertaining whether said premises comply with existing housing codes, and for the further purpose of determining whether said premises are otherwise in compliance with the terms of this Agreement.

9. If in the determination of the TOWN the purposes of this Agreement are not being fulfilled or the housing code is not being complied with, the TOWN shall promptly notify the OWNER of the deficiency in writing, and shall set forth a time limit for the correction of the deficiency.

10. Upon receipt of such notice, the OWNER shall take prompt action to effect a correction of the deficiency within the time limit set by the TOWN.

11. In the event that the OWNER shall fail to take appropriate corrective action and/or the deficiency shall not have been corrected within the time limit set by the TOWN, then the TOWN may consider this contract breached in whole or in part at its discretion, and may withhold tax abatement for any period set by the TOWN, until such time as the deficiency has been corrected.

CONSTRUCTION AND REHABILITATION OF HOUSING;
EMPLOYMENT PRACTICES

12. The OWNER shall insure that any construction or rehabilitation of housing upon the subject property shall be performed free of any discriminatory practices and will insure that:

a. Membership, referrals for employment and apprenticeships in unions and employment by all contractors performing such construction or rehabilitation shall be available to all persons regardless of such person's race, color, religion or national origin.

b. All such unions effectuate a community relations program designed to promote the full participation of all minority groups in apprenticeship, union membership and job referrals.

c. Objective uniform standards, reasonably relating to the job requirement of the trade, shall be used in passing upon the qualifications of applications for participation in apprenticeship programs, for enrollments as members in the union and for work referrals.

d. No standard procedure shall be applied to any minority applicant for union membership that is more stringent than any standard or procedure used regarding any other applicant.

e. Each applicant or prospective applicant for union membership shall be informed in writing of the procedures followed and standards to be applied in acceptance of applications for union membership, apprenticeship training, and work referral.

f. The Commission on Human Rights and Opportunities and the TOWN shall have the opportunity and the right to inspect all such construction and rehabilitation.

13. In the event discriminatory practices are found and said practices are not corrected within thirty (30) days of notice by the TOWN to the OWNER, then the TOWN may, at its discretion, consider this contract breached and may refuse to abate taxes, pursuant to this contract unless said practices are, in its determination, corrected.

14. The OWNER will keep full and accurate records regarding utilization of housing on the subject property, including such data as will permit a speedy and efficient audit and will fully disclose:

a. The manner in which the OWNER has made use of the tax abatement on the subject property.

b. The rents paid for each dwelling unit on the subject property.

c. The yearly income and occupation of each resident of such dwelling unit.

d. The names of each resident of each such dwelling unit.

e. The number of rooms in each such dwelling unit and the number of persons actually residing in each dwelling unit on subject property.

15. The TOWN shall have the right to inspect, to the extent deemed necessary, all records kept by the OWNER regarding the operation and management of housing on subject property.

16. The OWNER will, at such times as the TOWN may request, furnish periodic reports, statements, and documentary data pertaining to the purposes of this contract.

COMPLIANCE WITH PERTINENT LAWS

17. The OWNER warrants that it has complied, and shall continue to comply, with all pertinent provisions of local, state and federal laws, regulations and

requirements in connection with this contract. Any non-compliance with said laws shall be deemed a breach of this Agreement.

NON-DISCRIMINATION

18. The OWNER agrees that it will not discriminate nor permit discrimination against any person or group of persons on the ground of race, color, religion or national origin, sex or physical disability or marital status in any manner prohibited by law, and further agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission concerning its employment practices and procedures.

19. The OWNER agrees that it will rent housing on the subject property without regard to the race, color, religion, national origin, sex or marital status of the prospective tenant.

WITHHOLDING ABATEMENT

20. Notwithstanding any other provisions of this contract, the TOWN may elect not to abate taxes pursuant to this contract if:

a. The OWNER shall have made any material misrepresentation to the TOWN.

b. The OWNER shall be in default with respect to any of the provisions of the contract and this default shall continue for a period of thirty (30) days after notice to the OWNER by the TOWN of the existence of such default and during such period the OWNER fails to remedy such default

TOWN HELD HARMLESS

21. Nothing contained in this contract shall create or justify any claim against the TOWN, its agencies or officers, by any third party to a contract entered into by the TOWN or the OWNER pursuant to this contract.

22. The OWNER agrees to maintain public liability insurance on said premises in an amount not less than One Million Dollars (\$1,000,000.00) and shall deposit with the TOWN a certificate evidencing such existing insurance.

IN WITNESS WHEREOF, the TOWN, acting herein by its First Selectman, has caused this Agreement to be duly executed in its behalf and its seal hereunto affixed this 2nd day of November, 2011 and thereafter the OWNER has caused these

presents to be signed and sealed by Evelyn R. Ferguson, its
Secy. hereunto duly authorized, this 2nd day of
November, 2011.

WITNESSES:

Kathleen N. Peterson
Kathleen N. Peterson

Gail R. Miller
Gail R. Miller

Barbara A. Fitzpatrick
Barbara A. Fitzpatrick *Treas.*
Evelyn R. Ferguson *Secy.*
Evelyn R. Ferguson

TOWN OF WATERFORD

BY: [Signature]
Its First Selectman

TWIN HAVEN, INC.

BY: A. Brent Hobbs
Its PRESIDENT

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

3

September 9, 2022

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

Moderator Goldstein:

At the Board of Finance meeting held September 7, 2022, it was approved to recommend to the Representative Town Meeting for an appropriation request in the amount of \$38,500 from the unassigned fund balance of the General Fund to the CIP Project Remove UST Tank at Cohanzie Fire House, line item 33021-55867 and forward to the RTM for approval.

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

Respectfully Submitted,

Glenn Patterson
Chairman, Board of Finance

Attachments

RECEIVED FOR RECORD
WATERFORD, CT
2022 SEP -9 PM 4:24
Glenn Patterson
JOHN CLARK

INTER-OFFICE MEMORANDUM

TOWN OF WATERFORD

To: Robert Brule, First Selectman
From: Gary J. Schneider, Director of Public Works
Date: July 26, 2022
Re: Additional Appropriation – Cohanzie Tanks



The Town was required to remove the underground diesel and gas tanks at the Cohanzie Fire House due to their end of service life approaching. In their place, an above ground con-vault tank was installed.

The project was funded (\$299,000) in FY21 for the design, permitting and construction. Since this was a tank replacement with no known overfilled or breaches of the tanks or piping, no environment monitoring or investigation of the site was placed in the funding request.

When the tanks and dispensers were removed, a small amount of contamination was found, and less than 25 tons (20 cubic yards) of contaminated soil was removed from the site.

Although all of the contaminated soil has been removed from the site, according to State environment regulations, the owner must investigate to assure there was no release of diesel or gas to the groundwater.

The proposal from our consultant is attached. The Department is requesting an appropriation of \$38,500 to complete the required work for line item 33021-
55867-55897. This number includes a 10% contingency in addition to the consultants recommended budget. As noted in the consultant's letter, drilling monitoring wells has many variables and this budget is an opinion of probable cost, based on experience.

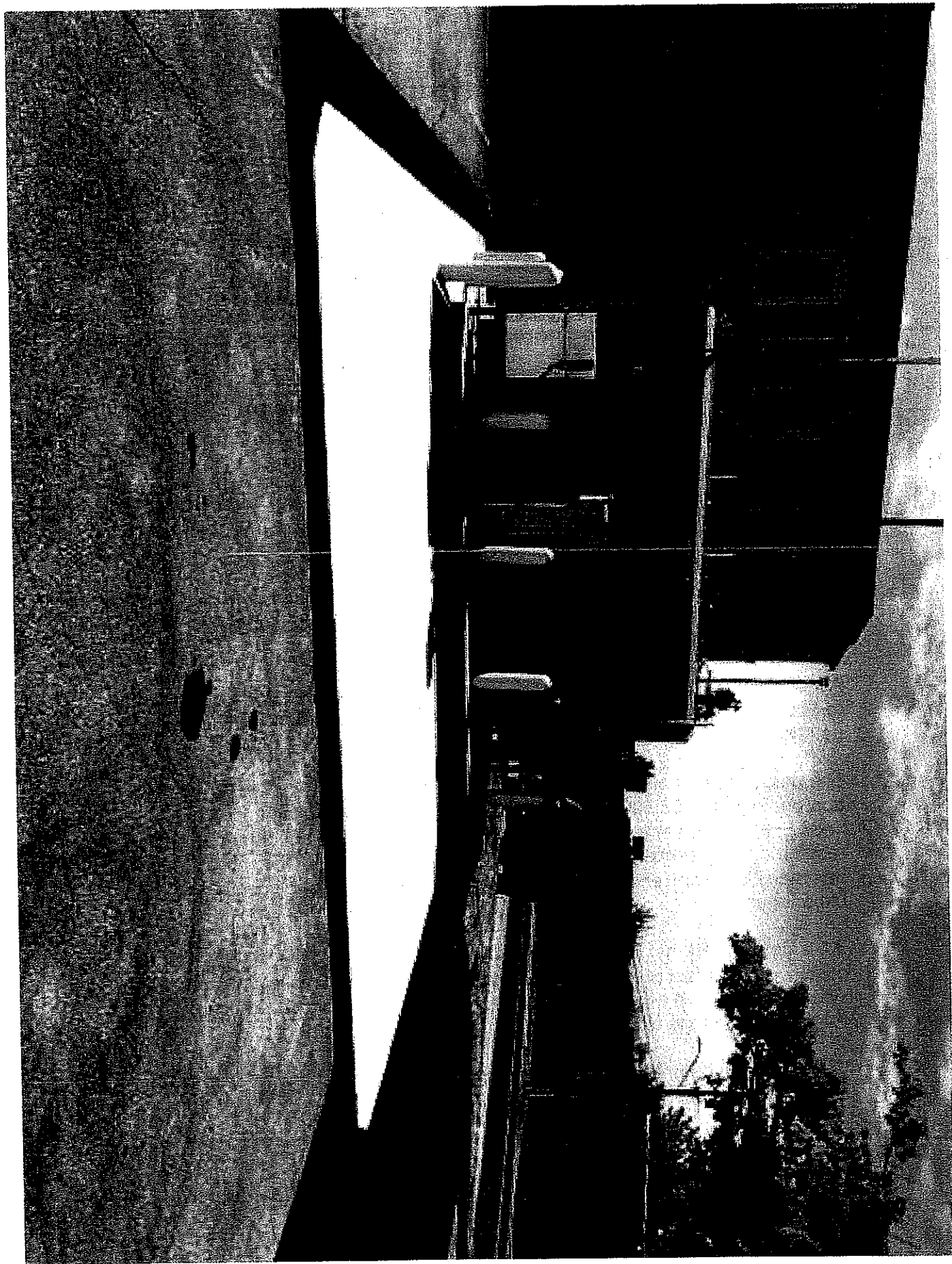
If it is determined that the Town must monitor the wells for any length of time, the costs will be placed in the annual Building Maintenance (Facility) budget. Other sites that the Town must monitor long term are the Municipal Complex, Bus Parking Lot and the closed Landfill.

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

Cc: Kimberly Allen, Director of Finance

BOS - 8/16/22 approved

BoF - 9/7/22 approved





Lenard Engineering, Inc.

2210 Main Street
P.O. Box 1088
Glastonbury, CT 06033
Tel: 860 658-3100
Fax: 860 658-3103
www.lenard-eng.com

1348 Conantville Road
P.O. Box 580
Storrs, CT 06268
Tel: 860 428-5400
Fax: 860 428-1367

140 Willow Street
Suite 8
Winsted, CT 06098
Tel: 860 378-8888
Fax: 860 738-1272

19 Midstate Drive
Suite 200
Auburn, MA 01501
Tel: 508 721-7600
Fax: 508 721-7610

Civil, Environmental and Hydrogeological Consultants

July 19, 2022

Mr. Gary Schneider
Director of Public Works
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

RE: *Proposal for Professional Services, Monitor Well Drilling, Environmental Supervision, Sampling and DEEP Reporting, Cohanzie Fire House, Dayton Place, Waterford, CT*

Dear Mr. Schneider:

As requested, Lenard Engineering, Inc. (LEI) is pleased to submit this proposal for your review and acceptance. State environmental regulations require that the diesel fuel release we identified at the former diesel dispenser must be investigated to ensure that there is no associated groundwater contamination. This proposal addresses the installation of four groundwater monitoring wells, environmental oversight, soil and groundwater sample collection and certified laboratory testing, and preparing a summary report, suitable for submission to the CT DEEP.

SCOPE OF SERVICES

LEI will:

- 1) Field mark-out proposed monitor well locations, and initiate a CBYD mark-out in advance of well drilling,
- 2) Retain the services of an environmental drilling company to advance four borings and to install four groundwater monitoring wells. Because the fire station is located on top of a drainage divide, and because no groundwater was observed to a depth of 12' below grade during the underground tank removal activities, it is not clear to us that groundwater will be present above the top of the bedrock surface. Because of this concern we have requested that our drilling contractor be prepared to complete four monitoring wells in the overburden material (2 day effort) or to complete four bedrock wells by rock drilling methods (4 days effort).
- 3) LEI will provide a Licensed Environmental Professional (LEP) to supervise the boring and well drilling activities, characterize the aquifer, collect soil samples where appropriate, and to prepare boring logs.



Lenard Engineering, Inc.

Civil, Environmental and Hydrogeological Consultants

- 4) On the last day of well drilling, LEI will survey the location and elevation of the new wells, and add them to the site map, for use in groundwater flow direction mapping and for use in our report.
- 5) LEI will provide an environmental technician to provide one-day of well development including well surging and over pumping to remove sediment and improve groundwater recharge into the wells.
- 6) Approximately one week after well development, LEI environmental staff will conduct one round of low-stress groundwater purging and sampling from the four wells. Per DEEP recommendations for diesel fuel releases, the groundwater samples from the four monitor wells will be analyzed at a state-certified laboratory for volatile organic compounds (EPA Method 8260), semi-volatile organic compounds (EPA Method 8270), and extractable total petroleum hydrocarbons (ETPH).
- 7) LEI will prepare a summary report of our efforts and discuss observations and any impacts to the groundwater from the diesel release. We will review this report with the Town, and after obtaining your comments, submit this report to the DEEP.

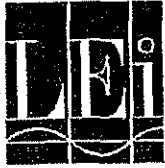
PROPOSED FEES

Because of the number of variables involved, especially not knowing the depth and type of monitor wells needed to reach the groundwater table, we propose to work on an hourly fee basis. If the monitor wells can be completed in the overburden aquifer, the estimated cost for the Scope described above is approximately \$ 22,000. If however, bedrock monitoring wells are needed, the cost for the Scope would increase to approximately \$ 35,000. We will do our best to limit the cost of this work, while at the same time doing a thorough job to keep the Town of Waterford in compliance with DEEP requirements.

We have broken our fees down by task below:

1) CBYD markout	\$ 700
2) Well Drilling	\$ 9,500 * to \$22,500**
3) Well Drilling Supervision	\$3,000* to \$ 4,000*
4) Field Survey Well Locations	\$ 1,100
5) One-day of Well Development	\$ 900
6) Collect and analyze one round of water samples from the four wells	\$ 2,600
7) <u>Prepare DEEP Summary Report</u>	<u>\$ 3,200</u>
ESTIMATED TOTAL	\$ 22,000 TO 35,000

*Overburden wells, 2 days on site **Bedrock wells, 4 days on site



Lenard Engineering, Inc.

Civil, Environmental and Hydrogeological Consultants

We hope the Town finds our proposal acceptable, and we look forward to continuing to serve Waterford on this project. If you or others at the Town have any questions or comments, I am at your service.

Respectfully submitted,
Lenard Engineering, Inc.

Jim Ericson
James E. Ericson, PE
Vice President

ACCEPTED BY: _____
DATE: _____

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

4

September 9, 2022

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

Moderator Goldstein:

At the Board of Finance meeting held Wednesday, September 7, 2022, it was approved to recommend to the Representative Town Meeting for an appropriation request in the amount of \$11,776 from the Undesignated Fund Balance line 205-31520 of the Capital and Non-recurring Expenditure Fund to Account 20530-57743 Jordan Cove Bridge Replacement and forward to the RTM for approval.

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

Respectfully Submitted,

Glenn Patterson
Chairman, Board of Finance

Attachments

RECEIVED FOR RECORDS
WATERFORD, CT
2022 SEP -9 PM 4:21
TOWN CLERK

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

September 7, 2022

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

Dear Chairman Patterson,

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

Public Works: To consider and act on a recommendation from Gary Schneider, Public Works Director to reopen line #20530-57743 Jordan Cove Bridge Replacement that was closed in 2019, and forward to the Board of Finance.

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

Sincerely,

Robert Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance

INTER-OFFICE MEMORANDUMTOWN OF WATERFORD

To: Rob Brule, First Selectman

From: Gary J. Schneider, Director of Public Works 

Date: August 25, 2022

Re: Demand Payment to State of Connecticut DOT
Replacement of Bridge over Jordan Cove

The State of Connecticut Department of Transportation has completed the final audit (dated March 7, 2020) of the above referenced project and has found that a payment is due to the State of \$11,775.56.

The Project Authorization Letter dated April 27, 2017 was issued by the State allowing the Town to proceed with the project.

The replacement of the bridge was completed in 2019. It was funded 80% Federal, 20% Local share of the \$1.58 million project. Although the Town funded and paid the 20% share of the construction costs, it didn't post with the State, for the State costs associated with the project, the Demand Payment of \$28,720. If that Demand Payment would have been made by the Town, the State would be reimbursing the Town.

This is the second project involving Demand Deposits with the State where the Town after the final audit must make a payment to the State. Procedures are in place in the Public Works Department to properly monitor our contracts with the State and ensure that Demand Deposits requests are forwarded to Finance for payment.

Please place this request on the next Board of Selectman meeting and forward to the Board of Finance as required.

Attachment

20530-57743
Jordan Cove Bridge

Cc: Kimberly Allen, Finance Director

9/6/22 BOS
9/7/22 BOF

**INVOICE**

Invoice No: TN201411
Invoice Date: 7/20/22
Page: 1 of 1

Bill To:

WATERFORD, TOWN OF
FIRST SELECTMAN
15 ROPE FERRY ROAD
WATERFORD CT 06385
United States

Customer Number: TN0152
Payment Terms: Immediate
Due Date: 7/20/22
PO Ref:

Please Remit To:

State of Connecticut
Department of Transportation - Accounts Receivable Unit
P.O. Drawer 317546
2800 Berlin Turnpike
Newington CT 06131-7546
United States

AMOUNT DUE: 11,775.56 USD

Amount Remitted

For billing questions, please call (860) 594-2298

Line	Identifier	Description	Quantity	UOM	Unit Amt	Original Net Amount
1	TNDEMDEP	Demand Deposits	1.00	EA	11,775.56	11,775.56

LOCATION: BRIDGE NO. 04075 JORDAN COVE RD BRIDGE

MASTER AGREEMENT NO. 2.04-01(13)
CORE ID NO. 13DOT0192AA
FEDERAL PROJECT NO. 6116(011)
STATE PROJECT NO. 152-164
PHASE: CN

TO BILL FOR THE ADDITIONAL DEMAND DEPOSIT REQUIRED IN ACCORDANCE WITH THE REPORT ON
AGREED UPON PROCEDURES FOR THE RECONSTRUCTION OF BRIDGE NO. 04075 JORDAN COVE RD
WATERFORD, CT.

ANY QUESTIONS SHOULD BE DIRECTED TO SHAWN BOISCLAIR AT (860) 594-2186

12062-DOT67111-30361-45500

DOT01520164CN

Subtotal:

11,775.56

Amount Due:

11,775.56

MAKE REMITTANCE PAYABLE TO: TREASURER, STATE OF CONNECTICUT. PLEASE REFERENCE THE INVOICE NUMBER ON YOUR CHECK.
THANK YOU.

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

5

September 9, 2022

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

Moderator Goldstein:

At the Board of Finance meeting held Wednesday, September 7, 2022, it was approved to recommend to the Representative Town Meeting for an appropriation request in the amount of \$21,236 from the Undesignated Fund Balance line 205-31520 of the Capital and Non-Recurring Expenditure Fund to fund New Project (Account Number to be assigned) Repair of Pleasure Beach Sidewalk/Pathway and forward to the RTM for approval.

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

Respectfully Submitted,

Glenn Patterson
Chairman, Board of Finance

Attachments

RECEIVED FOR RECORD
WATERFORD, CT
2022 SEP -9 PM 4:25
TOWN CLERK

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

September 7, 2022

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

Dear Chairman Patterson,

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

Recreation & Parks: To consider and act on a request from Brian Flaherty, Recreation & Parks Director, a new Capital project request for an additional appropriation in the amount of \$22,766, due to pathway permanent repairs needed at Pleasure Beach, to address the wash-out issues, as well making the beach ADA accessible, and forward to the Board of Finance.

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

Sincerely,

Robert Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

WATERFORD RECREATION AND PARKS COMMISSION

TO: First Selectman Robert J. Brule & Board of Selectman
FROM: Brian W. Flaherty, Director (BWF)
DATE: 8/24/2022
RE: Pleasure Beach Sidewalk/Pathway
Cc: File

Rob:

Please find attached for your consideration a capital budget request outside the budget cycle. This pathway needs a permanent repair to address wash-out issues as well as making the beach ADA accessible. If we wait much longer to address, the pathway will continue to erode. The fall is a good time to make this repair since patron use drops down. Contact me with any questions.

Thank you for your consideration.

9/6/22
BOS
approved

9/7/22
BOF
approved

TOWN OF WATERFORD CAPITAL PROJECT REQUEST FORM

DEPARTMENT/AGENCY <u>Waterford Recreation & Parks Commission</u>	CONTACT PERSON <u>Brian W. Flaherty</u>
PROJECT NAME <u>Pleasure Beach Sidewalk/Pathway</u>	DEPARTMENT PRIORITY <u>Capital Project Outside Budget Cycle</u>

1	DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)
	The Pleasure Beach parking area is located on 44 New Shore Road in the Pleasure Beach section of town. It is approximately 0.17 acres with 93+- feet of waterfront on Long Island Sound. In the summer months, a lifeguard is on duty daily. A portable restroom, benches, and trash cans are on-site. A small parking lot is available within walking distance, and the beach borders private property. It is frequented by residents and visitors for swimming and sun bathing. It is a shallow water beach popular with families with young children. Day care companies in town frequent the beach. In the off-season, the beach is used by walkers. The original path has been repaired over the years, but continues to wash out. Several residents have requested a better path to access the beach. A new ADA accessible concrete sidewalk (180 lf long x 6' wide x 5" thick to include landing) is needed for this park. The estimated cost includes labor, equipment, erosion control, gravel fill, wire mesh, formwork, and ready mixed concrete. Where the sidewalk meets the existing boardwalk, a mobi-mat will be installed to continue the accessible path over the sand to the beach. The mobi-mat will 5' wide with 133' lf to the beach and will be installed by our maintenance crew.

2.	PROJECT STATUS IF IN PROGRESS	
	An A-2 property survey for this area has recently been completed. Our department has attempted to make repairs to the path.	

3	LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST This project should be planned for the Fall so as not to interfere with visitors. The project should take approximately there +- days to complete. P & Z 8-24 permission will be requested.	
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4	DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if appli
	Routine repairs to the concrete will be required as well as the mobi-mat.

5	GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)
	A balance of \$1530.00 remains in a Reeve Foundation grant that we received for beach accessibility.

6	ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the below)	
	Property map, pictures, Deschamps Mat System quote & Deedy Construction Company quote. Sidewalk Construction: \$14,980 Mobi-Mat: \$6255.37 Utilze Reeve funds for contingency/signage.	

7	COST/FUNDING SOURCE						
	FUNDING SOURCE	D FUNDING	FY2022	FY2023	FY2024	FY2025	FY2026

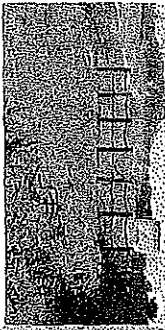
1	Current Year Capital		21,236				
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR						
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	section 5)						
8	Other Funding (detail in section 5 above)		1,530				
	TOTALS		22,766	0	0	0	0

Name, Address, Parcel ID

Search Results

Parcel Details

44 NEW SHORE ROAD



WATERFORD TOWN OF

15 ROPE FERRY RD
WATERFORD, CT 06385
Parcel ID: 179 5026
Lot 52a (ac)
Total Value \$523,290.00

Parcel Details

Photo Bing Bird's Eye

Sketch Property Map

Abutter Distance: Add Parcel

Adjacent Remove Parcel

Adjacent Export List

50 ft Parcel ID 179 5026

100 ft

150 ft

200 ft

300 ft

400 ft

500 ft

Find Abutters

Clear Abutters

Mailing Zip 06387

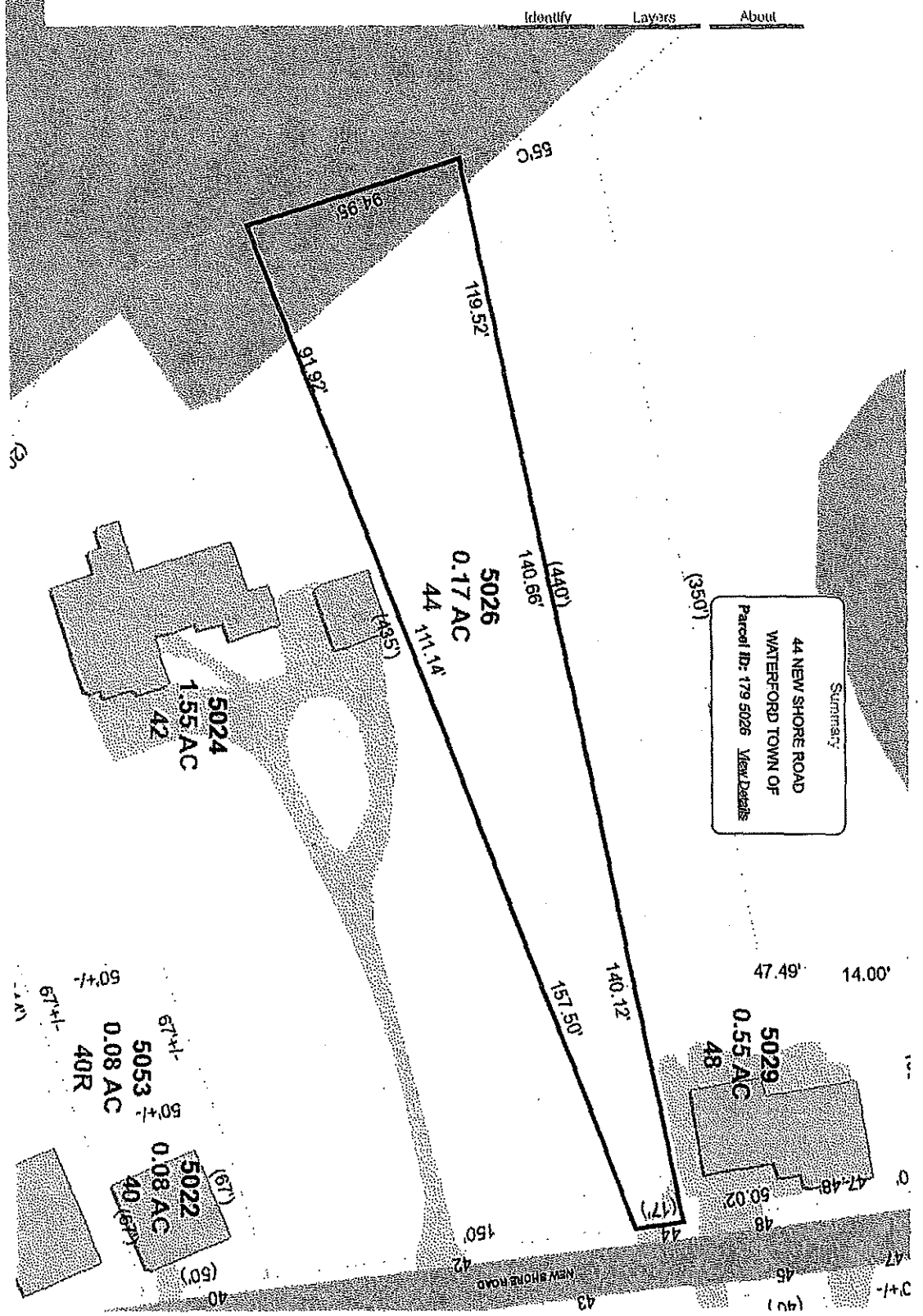
Assessed Total 00

Email Map Link

Waterford C.I. Web GIS

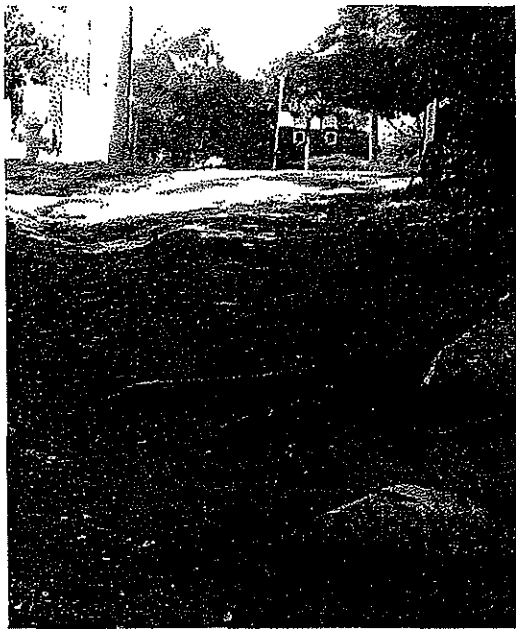
Summary

44 NEW SHORE ROAD
WATERFORD TOWN OF
Parcel ID: 179 5026 View Details

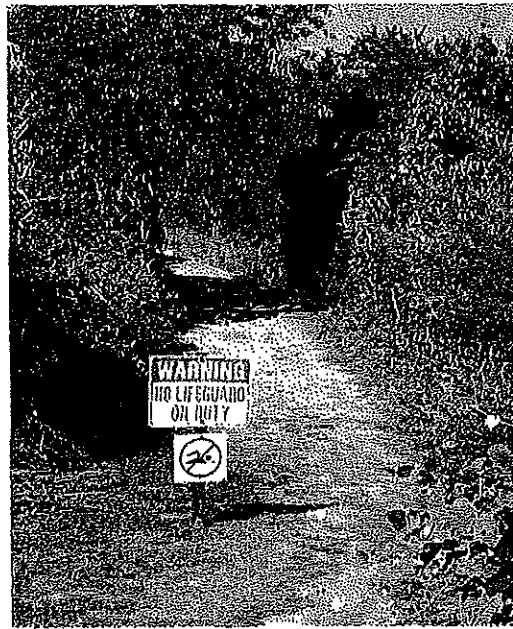


Print Map

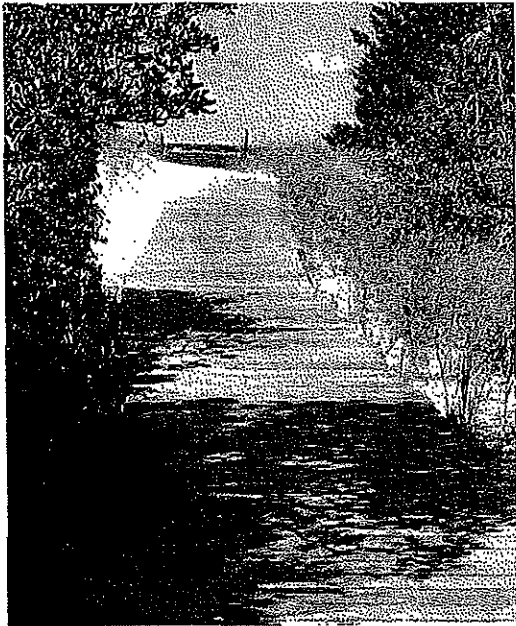
Copy and paste the following string into an email to link to the current map view:



Current path facing New Shore Road



Path facing beach



Boardwalk to be replaced with mobi-mat



Mobi-mat will extend to beach



People of all abilities will be able to access beach



Deschamps Mats Systems, Inc.

218 Little Falls Rd, #12
Cedar Grove, NJ 07009

Quote

Date	Quote #
5/20/2022	E7110

Customer	Ship To
Town of Waterford Brian Flaherty 15 Rope Ferry Road Waterford, CT 06385	Town of Waterford Kerry Sullivan 24 Rope Ferry Road Waterford, CT 06385 860-444-5881

Terms	Rep	FOB	Quotation valid until
Net 30	BAGPR	New-Jersey	6/10/2022

Item	Description	Qty	Cost	Total
300263-3040	Mobi-mat (RecPath) AFX golden sand 5' x 100' 2h 20" staples + spikes	1	4,089.00	4,089.00
300261-1000	Mobi-mat (RecPath) AFX golden sand 5' x 33' 2h 20" staples + spikes	1	1,639.00	1,639.00
DELIVERY NT	Boxing/crating, Shipping, Handling, Delivery		527.37	527.37

Freight Quote is an estimate only and may be subject to change at time of shipment	Subtotal	\$6,255.37
If authorized by your terms of sales or approved by your representative your signature below will act as consent to proceed with this order as quoted and will become a binding agreement to purchase. Credit Card Payments will be assessed a 3.5% fee.	Sales Tax (0.0%)	\$0.00
	Total	\$6,255.37
Currency Shown in U.S. Dollar - Foreign customers please remit payment in USD to avoid re-invoicing of any exchange rate loss or fees.		

Signature _____

QUOTE

Telephone
(860) 413-3377

Cell (860) 514-2938



DEEDY CONSTRUCTION CO., INC.
Project Management and Construction Management

Deedy Construction Company Inc,
185 Great Neck Road,
Waterford, CT 06385

BILL TO

Town of Waterford Parks and Recs Dept
24 Rope Ferry Road
Waterford, CT, 06385
Attn: Mr Brian Flaherty

QUOTE #

111

QUOTE DATE

08/24/2022

DESCRIPTION

AMOUNT

Deedy Construction Company Inc proposes to provide all necessary labor, equipment, erosion control, gravel Fill, wire mesh, formwork and ready mixed concrete to construct ADA Sidewalk 180 ft long x 6 feet wide x 5" thick with Landings at access point to Pleasure Beach off of New Shore Road for a total lump sum of \$14980.00 broken down as follows:

14,980.00

- 1) Materials. 4400.00
- 2) Mobilization. 1200.00
- 3) Labor. 6200.00
- 4) Equipment. 3180.00

If you should have any questions, please feel free to call me at 8605147958 or email me at nandodazzi@att.net. Thank you !

TOTAL

\$14,980.00

Thank you

TERMS & CONDITIONS

Full payment upon completion