

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

C

MINUTES
REPRESENTATIVE TOWN MEETING
Special Meeting
September 22, 2025

RECEIVED FOR RECORD
WATERFORD, CT
2025 SEP 24 P 12:02
TOWN CLERK

RTM Moderator Paul Goldstein called the September 22, 2025 Special Meeting of the Representative Town Meeting to order at 7:00 P.M.

ROLL CALL

PRESENT: Kyrh Augmon-Bossa, Michael Bono, Jennifer Bracciale, Mary Childs, Harry Colonis, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Timothy Fioravanti, Paul Goldstein, Kristen Gonzalez, Narciss Greene, Ryan Healy, Christina Jessuck, Matthew Keatley, Lindsay Khan, Kate MacKenzie, Shawn Monahan, Ursula Moreshead, Chris Muckie, Kayla Mullen, Kathleen Mullen Kohl, Theodore Olynciw, Danielle Steward-Gelinas, David Sugrue.

ABSENT: Erica Casper

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J Brule, Selectman Richard Muckle, Board of Finance Chair Glenn Patterson

EX-OFFICIO MEMBERS ABSENT: Selectman Greg Attanasio, Board of Education Chair Pat Fedor

ALSO PRESENT: Town Clerk David L. Campo, Town Attorney Robert Avena, Town Attorney Nick Kepple, Director of Finance Kim Allen.

CORRESPONDENCE

A legal opinion was received from Town Attorney Nicholas Kepple, and a letter from RTM Member Ted Olynciw in regard to the Final Item 3. (See Attachment)

PUBLIC COMMENT

Waterford Police Chief Marc Balestracci spoke in favor of a new Oswegatchie Fire Station. (See Attachment) Waterford Resident Vic Ferry, 13 Colonial Dr, spoke in support of the research and the need for five fire houses in Waterford. Waterford resident Jeffrey Craddoc, 38 Seabreeze Dr, spoke in favor of the passing of Items 4 and 5.

COMMITTEE REPORTS

MOTION by Driscoll, seconded by Keatley to accept the committee reports submitted by the Finance, Wage & Personnel Standing Committee of the RTM and the Fire Services Review Special Committee. (See Attachment)

MOTION PASSED: Unanimous

MOTION by Steward-Gelinas, seconded by Driscoll, to move ITEM 4 and 5, then reverse 1 and 2 making the new order 4, 5, 2, 1, 3.

MOTION PASSED: Unanimous

CALL ITEM 4 – Waterford Code of Ordinances Consideration

PRESENTATION: Assessor Paige Walton, Town Attorney Robert Avena

MOTION by Steward-Gelinas, seconded by Driscoll, to approve a recommendation from the Finance, Wage & Personnel Standing Committee of the RTM to amend the Waterford Code of Ordinances by adopting **Section 3.12.145 – Exemptions for Veterans with TDIU Determination** and **Section 3.12.186 – Alternate exemption for dwelling or motor vehicle of veterans' surviving spouse.** (See Attachment)

MOTION PASSED: Unanimous

CALL ITEM 5 – Emergency Legislation

MOTION by Driscoll, seconded by Khan, to approve the above matter as emergency legislation and to waive the 15-day waiting period, in order to codify as ordinances prior to the October 1, 2025 Grand List date.

MOTION PASSED: Unanimous

CALL ITEM 2 – Town Radio and Communications Upgrade

PRESENTATION: Emergency Management Director Steven Sinagra, Police Chief Marc Balestracci, Director of Fire Services Christopher Haley

MOTION by Driscoll, seconded by Bracciale, to approve a recommendation from the Board of Finance for an appropriation of \$1,000,000 from the Unassigned General Fund Balance for upgrades to the town's communication systems as prepared by Motorola dated August 13, 2025.

MOTION PASSED: Unanimous

MOTION by Driscoll, seconded by Khan, approve the above matter as emergency legislation and to waive the 15-day waiting period, in order to meet the deadline of the Motorola estimate.

MOTION PASSED: Unanimous

CALL ITEM 1 – Town Radio and Communications Upgrade

PRESENTATION: Emergency Management Director Steven Sinagra, Police Chief Marc Balestracci, Director of Fire Services Christopher Haley

MOTION by Dembek, seconded by Khan, to approve a recommendation from the Board of Finance that an appropriation not to exceed \$4,600,000 be approved for upgrades to the town's communication systems as prepared by Motorola dated August 13, 2025. The appropriation may be spent for design, demolition, renovation and construction costs, equipment, furnishings, materials, site improvements, survey costs, architects' fees, engineering fees, other consultants' fees, legal fees, net temporary interest and other financing costs and other expenses related to the project and financing; to authorize the Board of Selectman to determine the scope and particulars of the project to authorize the issue of up to \$4,600,000 bonds or notes, and temporary notes to finance, in part, said appropriation; to authorize the First Selectman and the Director of Finance to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the transfer agent, and paying agent for the obligations to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent, and paying agent for the obligations, to provide for the keeping of a record of the obligations; to designate a financial advisor to the town in connection with the sale of the obligations; to see the obligations at public or private sale, to deliver the obligations and to perform all other acts which are necessary or appropriate to issue the obligations; to designate Shipman and Goodwin as bond counsel to approve the legality of the obligations; to declare the Town's official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds

and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings; to authorize the First Selectman and the Director of Finance to make representations and covenants to maintain the continued exemption from federal income taxation of interest on the obligations and to make representations and enter into written agreements for the benefit of holders of the obligations to provide secondary market disclosure information; and to authorize the First Selectman, the Director of Finance, and other proper officers and officials of the Town to execute and file all necessary applications, agreements and documents in order to obtain grants to finance the project.

A friendly amendment was accepted upon advice from Finance Director Kim Allen to reduce the \$4,600,000 to \$3,600,000 where it appears in ITEM 1.

Town Clerk David Campo notified the body that the complete resolution needs to be read into the record unless waived prior to taking action.

MOTION by Sugrue, seconded by Steward-Gelinas, to waive the reading along with reducing \$4,600,000 to \$3,600,000 where it appears in the resolution. (See Attachment)

MOTION PASSED: Unanimous

ORIGINAL MOTION WITH THE FRIENDLY AMENDMENT PASSED: Unanimous

MOTION by Driscoll, seconded by Khan, approve the above matter as emergency legislation and to waive the 15-day waiting period, in order to meet the deadline of the Motorola estimate.

MOTION PASSED: Unanimous

CALL ITEM 3 – Fire Services Review Special Committee Final Report

PRESENTATION: Chairman Robert Tuneski, Director of Fire Services Christopher Haley

MOTION by Steward-Gelinas, seconded by Keatley, to accept the Fire Services Review Special Committee's Final Report with its recommendation that no further action is required by the RTM at this time.

Chairman Tuneski read an opening statement and stood for questions.

A friendly amendment was offered by Driscoll and accepted to remove "with its recommendation that no further action is required by the RTM at this time".

Town Attorney Nicholas Kepple spoke in regard to a legal opinion he submitted in regard to the charge of the committee. (See Attachment) The body discussed the report, the authority of the body, and the future of Waterford Fire Services.

VOTING IN FAVOR: Bono, Bracciale, Colonis, Dembek, Goldstein, Healy, Jessuck, Keatley, MacKenzie, Monahan, Muckle, Steward-Gelinas, Sugrue

VOTING AGAINST: Augmon-Bossa, Childs, Condon, Driscoll, Fioravanti, Gonzalez, Greene, Khan, Moreshead, Mullen, Mullen Kohl, Olynciw

MOTION PASSED: 13-12-0

MOTION by Steward-Gelinas, seconded by Keatley, to adjourn at 8:51 P.M.

MOTION PASSED: Unanimous

Respectfully Submitted,

David L. Campo, CCTC
Waterford Town Clerk

Suisman Shapiro

Attorneys-At-Law

Nicholas F. Kepple
P.O. Box 1445 | Pawcatuck, CT 06379
nkepple@sswbgg.com
860-235-1832

Robert A. Avena
Raymond L. Baribeault, Jr.
James P. Berryman
Michael A. Blanchard
Eric W. Callahan
Michael P. Carey
Richard S. Cody
John A. Collins, III
Bryan P. Fiengo
Linda C. Grefotti
Theodore W. Heiser
Michael A. Hespeler
Jeffrey W. Hill
Carolyn P. Kelly
Kristi D. Kelly
Nicholas F. Kepple
Jillian K. Miller
Samuel M. Nassetta
Marjorie A. Richardson
Roger T. Scully
Martha Singer
Kayla M. Wright
Kyle J. Zrenda

In Memoriam
Andrew J. Brand
James P. Brennan
James J. Courtney
L. Patrick Gray, III
Michael V. Sage
Matthew Shafner
Max M. Shapiro
Charles J. Suisman
Thomas B. Wilson
Louis C. Wool

Of Counsel
Hinda K. Kimmel
Jay B. Levin
Richard A. Schatz

September 22, 2025

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

Dear Moderator Goldstein:

I have been asked to respond to an anticipated question regarding whether and to what extent the Fire Services Review Special Committee met its original "charge" when formed by the RTM in June of 2021. As the minutes of the June 2021 meeting reflect, the language of the charge to this Special Committee included reference to the creation of a "steering document" and "strategic plan". Though these words were in fact used in the motion to approve the formation of this RTM Special Committee, I am of the opinion, for reasons explained herein, that this aspect of the charge to the committee was inappropriate and improper because it would have required this RTM Special Committee to be conducting business which is outside the scope of authority of the RTM.

According to Waterford's Charter, the RTM, in sum, performs several crucial functions: it appoints individuals as well as forms standing and special committees, it adopts budgets and approves supplemental appropriations outside the budget process and it adopts and amends ordinances. (This recitation is not intended to express the entirety of the RTM's responsibilities, but rather to capture the primary role of the RTM as the Town's legislative body. See Attachment A - Town Charter Sections 3.1.1, 3.04.050, 3.04.060 and CGS §7-193 attached hereto).

The RTM creating a "steering document" or strategically planning for how the Town's Fire Department should run is not a role described anywhere in Waterford's Charter or ordinances. In fact, according to the ordinance adopted by the RTM to govern the operation of the Town's Fire Department (See Attachment B - Ordinance 2.36.020 et seq.), the Fire Director is principally responsible for administering the Department and charting its future course. Obviously, the RTM has profound influence regarding the current and future operation of the Fire Department based on its ultimate authority over the Department's annual budget.

A Tradition of Innovative Solutions

Suisman, Shapiro, Wool, Brennan, Gray & Greenberg, P.C.
2 Union Plaza, Suite 200 • P.O. Box 1591, New London, CT 06320
Phone 860-442-4416 • Fax 860-442-0495 • www.suismanshapiro.com

Given the primary responsibility for Fire Department operations granted by ordinance to the Fire Director it would, in my opinion, be improper for a Special Committee formed by and comprised of a majority membership of RTM members to usurp the role of the Fire Director in shaping the current or future proposed operations of the Department. Having an RTM Special Committee create a "steering document" or "strategic plan" with specific recommendations regarding Departmental operations would constitute, in my view, an infringement of the Fire Director's responsibilities.

As influential as the RTM is in how the Waterford Fire Department functions, either through its budgeting or ordinance powers, under Waterford's governmental division of responsibility the RTM must exercise those extensive powers as a response to the Director's initiatives through the Departmental budget rather than endeavoring to direct the course of Departmental activities through its own initiatives.

The Review Committee has performed an appropriate function by reviewing the Department and reporting its findings. It has made observations and made suggestions for the Director to consider going forward in his administration of the Department. The Committee has provided a useful overview regarding various issues facing the Department and all Town agencies, in particular the BOS, BOF and RTM who consider the Department's operational and capital needs each year. All of this is within the appropriate scope of the role of an RTM Special Committee. Refraining from an effort to meet an inappropriate charge is actually a positive rather than a deficiency. To do otherwise would have been an ultra vires action by the RTM, a Latin term meaning "beyond its powers" which refers to an act by a government entity that exceeds the scope of their legal authority, as defined by their charter and ordinances.

For the reasons cited herein and based on the delineation of authority for Fire Department management, the Fire Services Review Committee properly met its responsibilities to the RTM under Waterford's Charter and relevant ordinance.

Sincerely,



Nicholas F. Kepple
Waterford Town Attorney

NFK/pmn

cc: Robert Brule, First Selectman, Town of Waterford
Robert Tuneski, Chair, Fire Services Review Special Committee

3.1 - REPRESENTATIVE TOWN MEETING

3.1.1 - LEGISLATIVE BODY.

From and after the effective date of this charter, all legislative power of the Town of Waterford, including the power to enact ordinances, shall be vested in the representative town meeting hereinafter established, subject to the referendum hereinafter provided for and subject further to any powers expressly given to any board or commission by the terms of this charter or the provisions of the general statutes. The representative town meeting may delegate the power to implement or carry into effect any of the powers set forth in this charter to any officer, board or commission of the town.

(Amended 11-8-94, effective 12-8-94)

3.04.050 - Budget—Contents.

The budget breakdown, as presented to the board of selectmen, board of finance and the representative town meeting, shall contain the following:

- A. For the last previous completed fiscal year:

Amount expended.

- B. For the current fiscal year list:

Amount appropriated;

Amount expended (actual of January 1st and amount estimated for balance of fiscal year).

- C. For the ensuing fiscal year list:

Amount requested;

Amount approved by the board of selectmen;

Amount approved by the board of finance;

Amount appropriated by representative town meeting.

- D. A line item for each category of expense or special requirement.

(Prior code § 2-25; Amend. of 2-6-12)

3.04.060 - Budget—Preparation by representative town meeting—Presentation to finance director.

The representative town meeting shall prepare its budget by procedures to be established by the representative town meeting and incorporated in the rules of the representative town meeting. The budget of the representative town meeting shall be presented to the board of finance by the moderator of the representative town meeting.

(Prior code § 2-26)

[FINDLAW](#) / [CODES](#) / [CONNECTICUT](#) / [TITLE 7. MUNICIPALITIES](#) / § 7-193

Connecticut General Statutes Title 7. Municipalities § 7-193. Required provisions. Organization of government

Current as of January 01, 2024 | Updated by [FindLaw Staff](#)

(a) Any charter adopted or amended under the provisions of this chapter shall conform to the following requirements:

(1) The municipality shall have a legislative body, which may be: (A) A town meeting; (B) a representative town meeting; (C) a board of selectmen, council, board of directors, board of aldermen or board of burgesses; or (D) a combination of a town meeting or representative town meeting and one of the bodies listed in subparagraph (C). In any combination, the body having the greater number of members shall have the power to adopt the annual budget and shall have such other powers as the charter prescribes, and the body having the lesser number of members shall have the power to adopt, amend and repeal ordinances, subject to any limitations imposed by the general statutes or by the charter. The number of members in any elective legislative body, the terms of office of such members and the method by which they are elected shall be prescribed by the charter.

(2) The municipality shall have a chief executive officer, who may be one of the following: (A) The first selectman; (B) a chief administrative officer appointed by the board of selectmen; (C) a mayor elected by the electors of the municipality; (D) a warden elected by the electors of the borough; (E) a town, city or borough manager appointed by the board of selectmen, the council, the board of directors, the board of aldermen or the board of burgesses; (F) a chief administrative officer appointed by the mayor. Any municipality having a manager as its chief executive officer may also have a mayor who shall be the presiding officer of its legislative body, shall be the ceremonial head of such municipality and shall have such other powers and duties as the charter prescribes. The powers, duties and term of office of the chief executive officer shall be those prescribed by the general statutes and he shall have such other powers and duties as the charter prescribes.

(b) Every municipality shall have all municipal officers, departments, boards, commissions and agencies which are required by the general statutes or by the charter. Each municipality may have any municipal officers, departments, boards, commissions and agencies which are specifically allowed by the general statutes or which are necessary to carry out any municipal powers, duties or responsibilities under the general statutes. All such officers, departments, boards, commissions and agencies shall be elected, appointed and organized in the manner provided by the general statutes, except as otherwise provided by the charter or by ordinances or resolutions adopted pursuant to such charter. Any municipality may, by charter or by ordinances or resolutions adopted pursuant to such charter, alter the method of election, appointment or organization of any or all of such officers, departments, boards, commissions or agencies, including combining or separating the duties of each, unless specifically prohibited from making such alteration by the Constitution or the general statutes.

[◀ Back to chapter list](#)[◀ Previous part of code](#)[Next part of code ▶](#)

Cite this article: FindLaw.com - Connecticut General Statutes Title 7. Municipalities § 7-193.



Copy

Required provisions. Organization of government - *last updated January 01, 2024* |

<https://codes.findlaw.com/ct/title-7-municipalities/ct-gen-st-sect-7-193.html>

[Read this complete Connecticut General Statutes Title 7. Municipalities § 7-193. Required provisions. Organization of government on Westlaw.](#) Westlaw subscription required.

FindLaw Codes may not reflect the most recent version of the law in your jurisdiction. Please verify the status of the code you are researching with the state legislature or via Westlaw before relying on it for your legal needs.

Was this helpful?

Yes 

No 

Search all Connecticut Codes

2.36.020 - Waterford Fire Department.

The "Waterford Fire Department" is the town-wide department that provides fire-fighting, rescue and emergency medical services throughout the town.

(Amend. of 10-7-19(2))

2.36.030 - Structure; authority.

The Waterford Fire Department shall be staffed through volunteers and/or paid individuals, who shall operate out of town facilities and/or publicly or privately owned entities with which the town has contracted. Such privately owned entities may include, but are not limited to Waterford Fire Engine Co. No. 1, Inc., Quaker Hill Fire Company, Incorporated, Goshen Fire Department, Incorporated, Oswegatchie Fire Company, Cohanzie Fire Company No. 5 and Waterford Ambulance Association.

A. The board of selectmen shall appoint a director of fire services.

B. The director of fire services is responsible to the first selectman and is charged with managing the Waterford Fire Department and directing the coordination of all fire, rescue, emergency medical services and on-scene fire ground operations. The director of fire services may divide the town into multiple geographical districts for purposes of providing coverage, and may redistrict from time to time.

(Amend. of 10-7-19(2))

2.36.040 - Waterford Fire Department Personnel.

Any individual, volunteer or paid, wishing to serve in the Waterford Fire Department, must meet and maintain the qualifications for said volunteer or paid position as set forth by the director of fire services and director of human resources. Such volunteer or paid individuals are personnel of the Waterford Fire Department.

All personnel are responsible for operating in conformance with unified policies, rules and procedures established by the director of fire services. The director of fire services and/or his/her designee are responsible for ensuring that such policies, rules and procedures are followed.

(Amend. of 10-7-19(2)).

2.36.050 - Powers and duties of the director of fire services.

A. The director of fire services shall establish standard policies, rules and procedures for providing fire-fighting, rescue and other emergency and safety services throughout the town as from time to time shall be deemed appropriate. Such policies, rules and procedures shall be consistent with policies and direction from the first selectman and shall consider, and comply with as necessary,

applicable state and federal law; applicable National Fire Protection Association (NFPA) standards and/or other health and safety standards; and applicable provisions of the Town Charter, personnel policies and collective bargaining agreements.

- B. The director of fire services shall coordinate the training program of the Waterford Fire Department; take appropriate steps to improve efficiency, recruitment and community awareness; develop specifications for needed equipment and determine purchase requirements; evaluate risk management issues; develop annual budget recommendations; and develop strategic and tactical plans for future equipment and facilities.
- C. The director of fire services shall plan new programs and take necessary steps to have such programs implemented and represent the Waterford Fire Department before the board of selectmen, board of finance, representative town meeting, other town agencies, other state and local agencies and the general public. The director of fire services shall analyze the needs of the Waterford Fire Department and coordinate programs to meet those needs.
- D. The director of fire services shall make recommendations to the first selectman regarding the direction, discipline, suspension and relief from active duty of any paid individual or volunteer in the Waterford Fire Department, subject to the provisions of town ordinances, personnel policies and applicable collective bargaining contracts.
- E. The director of fire services shall maintain, or cause to be maintained, a current roster of all Waterford Fire Department personnel and their qualifications.

(Amend. of 10-7-19(2))

2.36.060 - Funding of the Waterford Fire Department.

- A. Operation and funding of the Waterford Fire Department includes, but is not limited to, equipment and apparatus and shall be consistent with all policies, rules, and procedures set forth by the director of fire services.
- B. The director of fire services shall create and maintain a five-year operation and funding plan. Such plan shall be presented to the board of selectmen at the first meeting following the first selectman election cycle. Presentations to the board of finance and representative town meeting shall also be made at the first meeting following the first selectman election cycle.
- C. Any agreement between the town and one or more third parties, directly related to the provision of fire protection and/or emergency medical services, which is approved by the board of selectmen and signed by the first selectman shall then be forwarded to the board of finance and representative town meeting for notification purposes only.

(Amend. of 10-7-19(2))

2.36.070 - Appointment of fire marshals and deputies.

The board of selectmen shall have authority for the appointment of a fire marshal and deputies. Funding requirements for the fire marshal's office shall be included in the fire service budget.

(Amend. of 10-7-19(2))

2.36.075 - Fire marshal fee schedule and enforcement.

- A. *Purpose.* The purpose of this fee schedule is to allow the Town of Waterford Fire Marshal's Office to collect fees in connection with the fire marshal's fire inspection and plan review responsibilities and other activities within the boundaries of the Town of Waterford, Connecticut, that are regulated by the Waterford Town Ordinances, the state fire safety code, the state fire prevention code, the Connecticut General Statutes and/or the regulations promulgated by the office of the state fire marshal or the department of emergency services and public protection.
- B. *Fee schedule for fire marshal duties.* Pursuant to Connecticut Agencies Regulations 29-291a-7a(g), the fire marshal shall adopt a fee schedule for certain prescribed duties in accordance with the Connecticut State Fire Prevention Code. Fees may be assessed for functions including, but not limited to, permits, plan reviews, inspections, and special events. Such fees may be modified as deemed necessary by the fire marshal. Such proposed modifications shall be submitted to the RTM for its approval and the RTM's consideration of said modifications shall serve as notice of changes to this fee schedule.
- C. *Posting of fee schedule.* The fire marshal shall post the current fee schedule, in public view, at the office of the fire marshal, the office of the building department, and on the town's website. Any occupancy existing on the adoption date of the ordinance codified herein shall be exempt from initial fees but shall be subject to renewal inspections and fees.
- D. *Exemption from fee liability.* All boards and agencies of the Town of Waterford, including the use of private fire company properties used for fire protection services, shall be exempt from the payment of fees pursuant to this chapter.
- E. *Enforcement of state fire prevention code.* When the fire marshal ascertains that there exists in any building, or upon any premises, a condition that violates the state fire prevention code, the fire marshal shall enforce such state fire prevention code in accordance with Connecticut General Statutes § 29-291(c) and may impose any penalties and/or fines as set forth therein, as may be amended from time to time.
- F. *Activity fees—Certification/license inspections.* When the office of the fire marshal performs an inspection that requires official certification issued from the office, a fee shall be charged for such inspection prior to the issuance of a certificate. The fees for such inspection noted below shall

apply. All other fees for inspections, reviews, or services must be submitted with applications for such services. Government, public education and nonprofit organizations are exempt from fees but are still subject to inspections as required.

Type of Occupancy	Initial Fee	Renewal Fee
Assembly use, liquor license	\$100.00	\$50.00
Carnival/Fair	\$100.00	N/A
DCF Code Compliance	\$50.00	\$25.00
Educational Facilities (Private)	\$100.00	\$50.00
Hood and Extinguishing Systems	\$100.00	\$50.00
Nursing and Convalescent Homes	\$250.00	\$100.00
Residential Board and Care	\$250.00	\$100.00
Day Care Facilities	\$100.00	\$50.00
Group Day Care (Home)	\$100.00	\$50.00
Hotel/Motel	\$200.00	\$100.00
Bed and Breakfast	\$100.00	\$50.00
Dry Cleaning Facilities	\$100.00	\$50.00
Retail Fireworks/Sparkler	\$200.00	\$200.00
Elevator Certification	\$100.00	N/A
Hazardous Materials Transport	\$50.00	\$50.00
Blasting Permits (set by State Statute)	\$60.00	N/A

Propane Filling Station	\$75.00	\$25.00
Propane Tank Installation	\$50.00	N/A
Propane Tank Use at Events	\$25.00	N/A
Burning Permits	\$25.00	N/A
Oil Tank Removal <1,000 gal	\$100.00	N/A
Oil Tank Removal >1,000 gal	\$250.00	N/A

G. *Plan review fees.* Whenever any person, firm, business or other entity submits a plan in connection with a building permit for review and/or approval from the office of the fire marshal, the fees for said review and/or approval shall be based on aggregate building square footage as set forth below.

Independent plan review may be required on any project.

Building plan review:

- (a) Up to 2,000 square feet: \$100.00
- (b) 2,001 square feet to 4,999 square feet: \$175.00
- (c) 5,000 square feet to 9,999 square feet: \$350.00
- (d) 10,000 square feet to 20,000 square feet: \$650.00
- (e) 20,001 square feet to 50,000 square feet: \$850.00
- (f) 50,001 square feet to 100,000 square feet: \$1,250.00
- (g) 100,001 square feet to 250,000 square feet: \$2,500.00
- (h) 250,001 square feet or greater: \$6,000.00

Fire alarm system plan review (square footage of area being protected):

- (a) Up to 2,000 square feet: \$100.00
- (b) 2,001 square feet to 4,999 square feet: \$120.00
- (c) 5,000 square feet to 9,999 square feet: \$200.00
- (d) 10,000 square feet to 20,000 square feet: \$350.00
- (e) 20,001 square feet to 50,000 square feet: \$750.00
- (f) 50,001 square feet to 100,000 square feet: \$950.00

(g) 100,001 square feet to 250,000 square feet: \$2,000.00

(h) 250,001 square feet or greater: \$3,000.00

Sprinkler system plan (square footage of area being protected):

(a) Up to 2,000 square feet: \$100.00

(b) 2,001 square feet to 4,999 square feet: \$120.00

(c) 5,000 square feet to 9,999 square feet: \$200.00

(d) 10,000 square feet to 20,000: \$650.00

(e) 20,001 square feet to 50,000 square feet: \$750.00

(f) 50,001 to 100,000 square feet: \$950.00

(g) 100,001 square feet to 250,000 square feet: \$1,250.00

(h) 250,001 square feet or greater: \$2,800.00

Food service type I hood system (Includes final acceptance inspection): \$75.00

Hood, duct, and suppression systems:

(a) Kitchen suppression system (wet chemical): \$100.00

(b) Other special suppression system: \$100.00

(c) Hood and ductwork (mechanicals): \$100.00

H. *Plan review compliance.* Any plans for buildings may be required to have an independent plan review, as determined at the sole discretion of the office of the fire marshal. The independent plan review may be conducted by a plan reviewer hired by the applicant and subject to the approval of the office of the fire marshal. The applicant shall pay all costs associated with the contracted plan reviewer's independent review and any fees associated with the Waterford Fire Marshal's Office. The applicant shall submit the plan reviewer's written report prior to the office of the fire marshal's review and approval of any such plan. The office of the fire marshal has the final authority to modify submitted plans.

The office of the fire marshal shall have thirty days to complete the review of such submitted drawings and shall provide in writing authorization to release a building permit from the Town of Waterford Building Official in accordance with Connecticut General Statutes § 29-263.

When the review is completed and the plan fully complies with the Connecticut State Fire Safety Code, a plan review report shall be provided to the applicant. In addition, a recommendation for permit shall be forwarded to the building official.

Fire marshal inspections shall be required at various phases of the construction process and shall be specified on the plan review report. Once all required inspections have been conducted and passed, the fire marshal shall forward a recommendation for a certificate of occupancy to the building official.

- I. *Billing and enforcement.* No permit or required certificate shall be issued to any party until the fee for such permit or certificate has been submitted with the appropriate application. All fees shall be payable by check only, made out to "Town of Waterford Fire Marshal's Office." The Town of Waterford may take any enforcement action necessary to obtain compliance with the ordinance codified in this section.

(Amend. of 12-4-23(1))

2.36.080 - Volunteer firefighters and fire police incentive program.

- A. *Purpose.* Pursuant to § 7-148(c)(4)(B) of the Connecticut General Statutes, the Town of Waterford may enact an ordinance to organize, maintain and regulate the persons providing fire protection. This volunteer firefighters and fire police incentive program is designed to provide monetary compensation to active volunteer firefighters and fire police members in the Town of Waterford Fire Department, in an effort to assist in covering volunteers' expenses during the execution of their duties, while complying with the federal Fair Labor Standards Act of 1938 as amended, 29 U.S.C. § 201 et seq. ("FLSA"). The FLSA permits payments for reimbursement of expenses, reasonable benefits and nominal fees to volunteers without impairing their status as volunteers. These benefits are in addition to the existing property tax abatement program for volunteer firefighters in Title 3, Chapter 3.12 of this Code of Ordinances. Town of Waterford Fire Department personnel employed by the Town of Waterford are not eligible for this volunteer firefighters and fire police incentive program.

- B. *Definitions.*

1. *Program:* The term "program" means the volunteer firefighters and fire police incentive program.
2. *Program year:* Program year is the fiscal year, i.e., July 1—June 30.
3. *Implementation date:* The implementation date of the program is July 1, 2020.
4. *Volunteer member in good standing in the Waterford Fire Department:* A volunteer member in good standing is defined as:
 - a. A certified firefighter (i.e., State of Connecticut Firefighter 1 or higher) who has participated in the minimum training sessions designated by the director of fire services and including, but not limited to, required training (as set forth in subsection B.8), by June 30 of the year preceding the year of eligibility (e.g., complete training by June 30, 2020, to be eligible for the program for the fiscal year July 1, 2020—June 30, 2021, absent a modification of the June 30 date by the director of fire services on an individual basis pursuant to subsection B.8); and/or
 - b.

A member of the fire police who has participated in the minimum training sessions designated by the director of fire services and, including, but not limited to, required training (as set forth in subsection B.8.d), by June 30 of the year preceding the year of eligibility (e.g., complete training by June 30, 2020, to be eligible for the program for the fiscal year July 1, 2020—June 30, 2021, absent a modification of the June 30 date by the director of fire services on an individual basis pursuant to subsection B.8); and who has been sworn in by the town clerk.

A volunteer member in good standing does not include any member terminated from volunteer service by the Town of Waterford or otherwise separating from volunteer service for any reason, voluntary or involuntary.

5. *Active volunteer firefighter in the Waterford Fire Department:* An active volunteer firefighter is a certified firefighter and member in good standing who, during the year of eligibility, has participated in a minimum number of approved training drills and maintains the minimum training requirements as set forth by the director of fire services.
6. *Active volunteer fire police member in the Waterford Fire Department:* An active volunteer fire police member is a member in good standing who has been sworn in by the town clerk and who maintains the minimum training requirements as set forth by the director of fire services.
7. *Approved training drill:* An approved training drill is a Waterford Fire Department level drill that is approved in advance by the director of fire services.
8. *Required training:* Required training is state and federal minimum requirements to function at emergency scenes. These requirements shall include, but are not limited to, the yearly certifications and recertifications along with the approved training drills. The director of fire services maintains the discretion, upon a showing of good cause by the volunteer, to excuse temporarily and/or until a date certain, the absence of any such certifications, recertifications and/or approved training drills.

Training shall include, but is not limited to, the following titles and substantive content (training titles and reference numbers may change from time to time):

a. *Minimum certifications:*

State of Connecticut Firefighter 1

Hazardous Materials - Operational Level

IS-700: National Incident Management System

ICS-100: Introduction to the Incident Command System

ICS-200: ICS for Single Resources and Initial Action Incidents

b. *Mandatory training:*

Attend routine training drills (Monthly)

OSHA Mandates

- Haz-Mat Operational Refresher
- Incident Command System Refresher
- Live Fire Training (Annual)
- Bloodborne Pathogens
- SCBA refresher
- Routine Fit Testing
- CPR Certification

c. Certified fire officer requirements (additional):

State of Connecticut Fire Officer 1

IS-800: National Response Framework

ICS-300: Intermediate ICS for Expanding Incidents

ICS-400: Advanced ICS for Command and General Staff

d. Fire police requirements:

Hazardous Materials - Awareness Level

IS-700: National Incident Management System

ICS-100: Introduction to the Incident Command System

9. *Stipend:* A stipend is an amount of money awarded to any active volunteer firefighter or active volunteer fire police member who meets the criteria set forth below and as may be modified, from time to time, by the director of fire services.
10. *Point:* A point represents participation by an active volunteer firefighter or active volunteer fire police member in an emergency fire response or approved training drills as described in subsection B.7. To receive a point, an active volunteer firefighter or active volunteer fire police member must actually attend an incident and/or respond to and arrive at an activated station before the incident commander dismisses the assignment and/or attend and complete approved training drills. Individuals serving with the Waterford Ambulance Service when attending and/or responding to a particular incident will not receive points related to that incident.
11. *Incident commander:* The incident commander sets priorities and defines the incident command system organization for the particular response and is responsible for the safety, accountability, and welfare of personnel through an incident.

C. Program components.

1.

Stipend schedule: Active volunteer firefighters and active volunteer fire police members who meet the criteria set forth below are eligible for stipends issued on a quarterly basis as follows:

First Quarter	=	July through September (Issued in October)
Second Quarter	=	October through December (Issued in January)
Third Quarter	=	January through March (Issued in April)
Fourth Quarter	=	April through June (Issued in July)

2. *Reporting requirements:*

- a. An incident report shall be generated and completed for every dispatched incident.
- b. All active volunteer firefighters and active volunteer fire police members must sign the report within fifteen minutes of the last vehicle returning to the station at the termination of the event.
- c. If an active volunteer firefighter or active volunteer fire police member is not able to sign the report within the allotted time set forth in subsection C.2.b, he or she must file a report within twenty-four hours of the incident.
- d. Anyone documenting another member's name on the report shall initial next to that entry for validation purposes.
- e. Attendance records shall be recorded and maintained on the town's approved records management software.
- f. The director of fire services or his/her designee shall prepare the quarterly reports for payment.
- g. All quarterly reports will be reviewed and approved by the director of fire services prior to the approval of issuance of quarterly stipend.
- h. The director of fire services shall also submit quarterly reports to the RTM on the status of the program.

3. *Stipend eligibility and amount:* An active volunteer firefighter or active volunteer fire police member shall not receive any stipend until receiving a minimum of thirty points during that fiscal year. The active volunteer firefighter or active volunteer fire police member will then be provided a stipend at the rate of seven dollars for each prior and subsequent point earned during that fiscal year (e.g., an active volunteer firefighter who has thirty-five points will receive two hundred forty-five dollars; an active volunteer firefighter with twenty points will

receive zero dollars). The director of fire services may propose changes to the mandatory/minimum eligibility criteria, point value (increase or decrease), stipend rate or amount (increase or decrease) to the RTM, which may act on such proposed changes by majority vote. As part of its determination, the RTM must evaluate continued compliance with the federal Fair Labor Standards Act.

(R.T.M. 4-3-23 (part))

4. *Discretionary decisions on awarding of points:* The director of fire services, in the exercise of his/her discretion, will decide any disputes regarding the awarding of points under subsection B.10. The director of fire services, also may, in accordance with departmental policy, award points for reasons other than those expressly set forth in subsection B.10. These decisions shall be documented in the quarterly report.

(R.T.M. 4-3-23 (part))

5. *Higher level of training stipend:* An active volunteer firefighter who receives at least thirty points during a fiscal year and who is also a certified fire officer and meets all the additional requirements outlined in subsection B.8.c will receive an additional one hundred fifty dollars on an annual basis in recognition of his/her higher level of training. An active volunteer firefighter who receives at least thirty points during a fiscal year and meets the requirements for both Fire Officer 1 and EMT certification will receive an additional fifty dollars, for a total annual higher level of training stipend of two hundred dollars. These stipends will be issued at the same time as the stipend for the initial thirty points. The director of fire services may propose changes to the higher level of training stipend amount (increase or decrease) to the RTM, which may act on such proposed changes by majority vote.

(R.T.M. 4-3-23 (part))

6. *Initial education stipend:* An active volunteer firefighter or active volunteer fire police member will receive points commensurate with certification in the courses listed below. Education stipends will be issued in the quarter following certification and receipt of at least thirty points during a fiscal year.¹

Points awarded equal fifty percent of the course hours. The chart below provides the courses and applicable points at the time of enactment.

The director of fire services retains the discretion to adjust points awarded based on the formula above, should the course hours change.

Firefighters Courses

Emergency Medical Technician (204 hrs)102 points

Firefighter 1 (168 hrs)84 points

Firefighter 2 (48 hrs)24 points

Fire Officer 1 (96 hrs)48 points

Fire Officer 2 (80 hrs)40 points

Fire Officer 3 (56 hrs)28 points

Fire Officer 4 (56 hrs)28 points

Incident Safety Officer (24 hrs)12 points

Health and Safety Officer (24 hrs)12 points

Fire Service Instructor 1 (48 hrs)24 points

Fire Service Instructor 2 (40 hrs)20 points

Q or CDL Endorsement (32 hrs)16 points

Aerial Operator (48 hrs)24 points

Pump Operator (48 hrs)24 points

Rescue Technician-CORE (48 hrs)24 points

Confined Space Rescue Technician (56 hrs)28 points

Rope Rescue Technician (64 hrs)32 points

Vehicle Rescue Technician (48 hrs)24 points

Trench Rescue Technician (56 hrs)28 points

Haz-Mat Rescue Technician (40 hrs)20 points

Fire Police Courses

Traffic Incident Management (6 hrs)3 points

Hazardous Material Awareness (8 hrs)4 points

ICS-100 (2 hrs)1 point

ICS-200 (4 hrs)2 points

IS-700 (4 hrs)2 points

(R.T.M. 4-3-23 (part))

7. *Ineligibility due to misconduct or separation from Waterford Fire Department:* The ordinance codified in this section incorporates by reference, the Waterford Fire Department Disciplinary Procedures Policy, as may be amended from time to time.

In the event that the director of fire services decides to impose disciplinary action short of termination against any active volunteer firefighter or active volunteer fire police member, the director of fire services retains the discretion to suspend any active volunteer firefighter or active volunteer fire police member from the program, as either the discipline or as a component of the discipline. The director of fire services retains the discretion to determine the status of any existing points (e.g., forfeited, retained) at the time of suspension.

Any active volunteer firefighter or active volunteer fire police member who is terminated from volunteer service by the Town of Waterford immediately forfeits all points and is not eligible for any stipend. The director of fire services and the human resources director shall evaluate and determine, in their discretion, the eligibility for a stipend of an active volunteer firefighter or active volunteer fire police member who voluntarily separated from volunteer service as of the end of a quarter.

D. *Funding and administration.*

1. *Funding:*

- a. Through its normal, annual budget process, the town shall determine whether or not to fund the program and, if so, in what amount.
- b. Any portion of the annual appropriation not expended during a fiscal year does not carry over to the next fiscal year.
- c. Should the total expenses for the program exceed the annual appropriation, then the quarterly stipends for the then-current quarter will be prorated to reflect the total amount available for distribution for that quarter. If the program exceeds the annual appropriation in a quarter other than the last quarter of the fiscal year, the program may be unfunded for quarters following the pro-rated quarter.

2. *Modifications:* Any modifications allowed under this section without an ordinance amendment (e.g., change in the course hours or points) will be recorded in an annual program update each July and maintained on file in the office of the director of fire services.
3. *Termination:* The town shall have the right through the RTM to terminate the program at any time through the ordinance process.

(R.T.M. 4-3-23 (part))

(Amend. of 4-3-23(1); Amend. of 10-5-20(4))

Footnotes:

¹ The implementation date of the initial education stipends for Emergency Medical Technician, Firefighter 1, and Firefighter 2 courses shall be retroactive to July 1, 2020.

Sept 19, 2025

Mr. Paul Goldstein, Moderator

Representative Town Meeting

Waterford, CT 06385

RE: Final Report Fire Services Review Special Committee dated July 2025

Dear Mr. Moderator and Members of the RTM,

I would like to thank Chairman Tuneski and the Committee members for their years of hard work in putting together this report.

The charter of the new committee was "to review issues including performance, policies, and staffing and present their findings / recommendations of any changes needed to enhance public safety, creating a steering document and strategic plan".

I had anticipated a document such as the "Task Force 95 Systems Analysis prepared for the Waterford Fire Commission by the Long Range Planning Committee dated Feb.17, 1994". The very detailed report covered the following topic:

- a. Strengths
- b. Weaknesses
- c. Threats
- d. Recommendations

I expected this Committee to at least list the Weaknesses and Threats and then come back with a strong list of recommendations. Many of the weaknesses still exist 30 years later.

I see in Chief Howley's report his need for 3 additional firepersons for FY 27-28, 28-29 and 29-30. Is this a recommendation?

I have noticed in reading Chief Howley's Committee Report that our 5 stations are in need of repairs and various projects have been delayed or pushed out for various reasons unknown to the public. Would you tell us when these projects will be started or why they have not been highly recommended that this work be completed in this report?

1. Jordan
 - a. Window replacement FY 2024 \$60,000 pushed out

RECEIVED FOR RECORD
WATERFORD, CT

2025 SEP 19 P 12:51

INTENT: Bill Goldstein

- b. Flooring Replacement FY 2024 \$40,000 pushed out
- 2. Quaker Hill
 - A. Generator Replacement FY 2023 \$50,000 pushed out
 - B. Flat roof replacement FY 2025 \$100,000 pushed out
 - C. Rear parking lot FY 2025 \$50,000 pushed out
- 3. Goshen
 - A. Apparatus floor drain FY 2023 \$25,000 pushed out
 - B. Flat roof replacement FY 2025 \$75,000 pushed out
 - C. Bunk room renovations FY 2025 \$50,000 pushed out
- 4. Cohanzie
 - A. Skylight in apparatus bay – FY 2025 - \$30,000

The total cost to do all of these projects is \$450,000. Isn't the roof the most important items to fix before rain damages and mold starts growing?

The summary on page 43, 8.6 Overall Strategic Plan simply says, "the Fire Administrator and the First Selectman shall annually monitor the effectiveness of the fire services". Also, "the RTM shall re-appoint a Fire Services Review Committee to perform an assessment function like the Plan of Conservation & Development...." Really? Is this the overall strategy?

Ted Olynciw, RTM Rep. 2nd District

Good evening,

RECEIVED FOR RECORD
WATERFORD, CT

Tonight I wanted to take a minute or two to voice my support for the new Oswegatchie Fire House. Although I sit before you as the Town's Police Chief, I spent four terms on the RTM, one term on the Board of Selectman and was actually a member of the Oswegatchie Building Committee while serving on the Board of Selectman. In 2014, when I campaigned for State Representative, I spent considerable time reviewing this firehouse and its deteriorating conditions, which was 11 years ago. So I am uniquely familiar with the position each of you are in, regarding your vote to fund this project or not.

But this project goes beyond just the fire department. The proposed firehouse will serve as a strategic staging location, not only for our firefighters but also for police, public works, utility crews and others. This integrated approach fosters seamless coordination during emergencies and large-scale events, enabling faster response times and better resource management.

When multiple agencies operate from strategically located hubs, communication is streamlined, and lives are saved. For my entire career in Waterford, which spans over 24 years, we have used these firehouses to stage personnel from numerous services during significant storms, flooding, nor'easters and heavy snow forecasts. Should one part of the town be inaccessible due to road closures, floods or other reasons, this town has resources placed to ensure we can properly respond to the public in times of crisis. This has been a standard operating procedure for many years and has been successful.

In addition, the Oswegatchie Fire House, along with a couple of other fire houses, are emergency voting locations should the town experience any voter disruptions on Election Day.

So should you fund the new firehouse, I encourage you to leave in place the number of bays proposed. What one may view as wasted space, I view as properly planned emergency preparation, in addition to looking beyond today's needs and ensuring this critical infrastructure supports tomorrow's needs as well.

Investing in this firehouse is an investment in public safety and community well-being. It will provide our firefighters with state-of-the-art facilities, including improved training areas, modern equipment storage, and comfortable living quarters, all designed to support their

demanding work. Moreover, having staging locations for police, public works and utility crews on site, ensures that critical infrastructure maintenance and emergency repairs can be coordinated swiftly and efficiently.

By supporting this construction project, you are reinforcing the town's commitment to our firefighter's safety and the safety of every resident in our community.

In closing, I have heard the comments in regards to fire department staffing, the condition of other fire houses in town and the overall direction of fire services in Waterford. Working as closely as I do with town leaders and with several fire service directors, I am encouraged that we, as a town, have taken a multiple path approach to improving our fire services. In the past few years, there have been many successes to include the creation of Captains positions, a new and improved union contract, an increase in firefighter staffing, a plan for new communications to include state of the art radios and new pagers and finally a plan to have our first town-owned firehouse. There has not been a tunnel-vision approach, but rather multi-layered focus on ways to improve the fire service, which ultimately improves service to our residents.

I Thank you.

Marc Balestracci

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

RECEIVED FOR RECORD
WATERFORD, CT
2025 SEP 22 P 3:31
ITEM: 9/12/2025

FIRE SERVICES REVIEW SPECIAL COMMITTEE

COMMITTEE REPORT JUNE 7, 2021 – SEP 22, 2025

On June 7, 2021, the RTM established the Fire Services Review Special Committee (FSRSC) and issued this charge:

"Review issues including performance, policies, and staffing and present their findings/recommendations on any changes needed to enhance public safety, creating a steering document and strategic plan."

The charge and membership parameters were adopted from the Public Protection and Safety Committee's recommendation and committee report on their Aug. 2020 charge by the RTM to "review of creation of an ad hoc in regard to Fire Services." That charge was in response to serious concerns about public safety failures that had made the news, as well as longstanding issues with contracted rescue services, that had triggered the then-First Selectman's statement to the RTM that "It's time we took a hard look at how our fire service is manned and make sure we're providing full service to our community." [The Day, 2/7/19]

FSRSC MEMBERSHIP:

This committee is unique in that, for what is believed to be a first, it included members from all of the town's governing bodies involved in budgeting, appropriations, and legislation, as well as representatives of all of the stakeholders.

Voting Members: two members of the RTM, 1 member of the RTM's Public Protection & Safety Committee, 1 member of the Board of Finance, and 1 member of the Board of Selectmen

Advisory Members: Director of Fire Services, Director of Emergency Management, Waterford Ambulance Service Director, 1 full-time firefighter (chosen by a vote of all career firefighters, and 1 Volunteer Chief (chosen by a vote of either the 5 chiefs or of all 5 volunteer companies)

The intent was to have experts from all those involved in fire and rescue at the same table to share not just their data, but their insights and concerns, in frank discussions to determine what we have, what we need (now and in 5-10 years) and what we need to do going forward to ensure the safety of our first responders, our citizens, and our property.

MEETINGS:

Due to delayed appointment of the Board of Selectmen's member, the initial meeting did not take place until April 2022.

Apr 18, 2022: The FSRSC's first meeting, which had been delayed until the appointment of the Board of Selectman's member. When newly elected Chair Tuneski opened the floor for suggestions on how to focus efforts, the First Selectman declared that FSRSC needed to recommend the creation of a building committee because the engineer had informed the town that the Oswegatchie fire station's roof was in danger of collapsing at any time. Members suggested that a direct request to the RTM by the First Selectman and Director of Fire Services would be the standard—and much faster—procedure. Chair asked members to come up with 3-4 critical issues that the FSRSC should consider for review and recommendations.

The committee then met monthly (except for June) from April 2022 to Feb 2023. During that period, about half of each meeting was spent discussing the need for a new station (the engineer's report was not provided until Nov. 2022), the rest of the discussions focused on determining the most critical issues to address—such as updating communications systems,

adequate staffing at stations and overall, recruiting (both paid and volunteers), trends in volume and type of calls, response times (e.g., whether noticeable impact since 24/7 could only be achieved at two stations), apparatus and equipment (quantity, condition), impact of recent and planned developments, extreme competition for new hires as towns statewide adjusted to diminishing numbers of volunteers (due to a number of societal changes as well as the increased training demands as the nature of firefighting changed drastically). Topics changed from meeting to meeting—and within each meeting. Summaries are provided in the minutes, which can be found in the FSRSC's section of the [waterfordct.org](http://www.waterfordct.org) Agenda Center. No decisions were made or votes taken during this period, save for the OSW interim report. [Note: In response to suggestions made by Fire Services Director Howley, the RTM revised the Volunteer Incentive Program in April 2023 to give credits/payments for the hundreds of hours of training needed for a volunteer to become an EMT or be certified to actively participate at a fire incident.]

March 2023 through Jan 2024: No attempts to schedule meetings.

Feb 12, 2024: This was a regroup/restart meeting. General consensus on the Chair's summary of issues in the FSRSC pipeline: facilities 10-year capital plan; fleet management 10-year plan; staffing plans (volunteer and career, as well as specialties such as marine and fire police, training, and succession planning); mutual aid plans; and the interrelationship of the 5 fire stations and contracted rescue services. [Note: This was the last meeting attended by the WAS Director.]

The committee then met monthly from March through June 2024. In March, Director Howley distributed draft FY24-30 Fleet Management and Staffing plans for discussion at a later meeting. In the following meetings, he provided updated (i.e., reduced) numbers in volunteers, and added that previous stop-gap efforts of pulling 3 of the 4 fire marshalls into firefighting created difficulty in keeping up with inspections. He explained the recent drop in volunteer incentive payments was not due to a further drop in volunteers, but because after discovering 95% of those getting credit for rescue calls were performing them as staff of WAS, he stopped authorizing payments for WAS rescue calls. Fire Captain Martin noted that the historical response time data we have doesn't reflect impact of both reduced staffing in some areas and the increased traffic due to development and changing traffic patterns on several roads. Director Sinagra offered to help pull data from the new system, including reporting the incident district and the responding district/station. Director Howley will update the vehicle ratings for fleet and update the VIP payment reports to the number and types of incidents and certification status for each responder (with codes rather than names, to protect privacy. At the May meeting, members had a brief generic discussion on possible content for the final report and recommendations, which should incorporate data provided/promised by advisory members. Sinagra offered to draft a section on recent and planned changes in communications systems, including putting radio/pager replacements on a rotating schedule to avoid the recent huge hit to the budget when they had to be replaced all at once.

July 2024 through April 2025: No attempts to schedule meetings.

Mar 6, 2025: Chair presented a draft outline for the final report and told members he had been working on the report since the June 2024 meeting and hoped to have a partial draft ready in a few months. Members suggested, and voted on, changes to the outline and a formal draft review process to avoid multiple re-editing—i.e., provision of a partial draft at least a few days before a meeting so they had time to read and prepare suggestions/comments; review all proposed changes and get consensus/re-edit/reject, with a vote on each amended section before proceeding to the next. Committee also reviewed, and added to, the list of long-standing deliverables requested to provide data and documentation. (see pg 4)

Mar 27, 2025: Public comment and three members noted several factual errors, wrong names and dates, and lack of source citation in the first half of the draft report, which Chair had emailed to the committee the night before. Members Condon and Driscoll expressed concern on the lengthy history and outdated studies mentioned, and the lack of current data and specific recommendations and asked where some of the content came from, since we had not seen or discussed some areas in committee. Captain Martin suggested two IAFC Reports on combined departments that would be useful resources. Member Muckle stated that because the science of firefighting has become more efficient over the years, fewer responders are necessary. Atty Kepple advised the committee that while he appreciated the committee's efforts, there was no need to struggle with a lengthy report and they could make a recommendation and disband. Condon and Driscoll pointed out that the RTM charged the FSRSC to provide thorough review and present a report with specific recommendations. Kepple questioned the role or authority of FSRSC in charting the course of the town when there will be an administration or new director who has their own plan. Condon pointed out that the problems we have now are a result of the town not following through since 2011 on the initial plans and ordinances to implement the necessary policies and procedures. He also reminded members that the FSRSC was created after disturbing failures in fire and rescue services and citizens and elected officials were calling

for accurate review. While times and players may change, he added, a detailed, accurate, and well-publicized report would be reference for future officials. Discussion moved to asking members for progress reports on finding a potential outside reviewer critique the report before submitting to the RTM.

May 1, 2025: Chair noted that RTM Moderator had asked that report be delivered at the June 4 meeting. He asked members to submit their final edits to the first half of the draft report so he can tally comments and requests for additional information for review at the next meeting. Discussion moved to the first draft of the second half. Chair explained most of the information had come from Director Howley, but he also consulted the town website and Finance and Planning Directors. On the advice of others outside the committee he altered the style in the second half to be less "sterile." Discussion focused on fleshing out this half, with updated information on the communications system and the forthcoming response time/headcount data. Chair noted that we still have no information from WAS, other than that their current staffing is now one 24-hour shift and one 16-hour shift. Condon cited the lack of justification for decisions or how/why the current status exist. He suggested that members Patton and Williams could provide insight into the evolution to a 3 core/2 satellite stations system, which would be the way to lead into staffing recommendations. Proposal to hire outside report reviewer passed over with no discussion.

May 29, 2025: First meeting with new Director Haley as an official member. Firefighter Williams reported that he had put in a new request for the long-awaited response time data and expected it to be available for our next meeting. Two members commented that the two drafts do not match the agreed-upon outline and explanations include opinions with no supporting data or data unshared with the committee. Haley noted that some of the information seems to have come out of the plan he supplied for his interview. Condon asked for more input from all our advisory members and suggested the report provide a roadmap of how to scale up, with a ranking of all 5 stations needs and capabilities. Haley cautioned that data is "liquid" and influenced by outside factors such as Covid, development, and traffic volume. He added that while the recent restructuring to focused 24/7 staffing has helped, Fire Services is forced to be agile and working desperately to provide minimum standards of service. Condon noted that whatever the final recommendations are, Haley will need the support of the community behind him. Chair explained his plan to collect all members' written comments into a spreadsheet the committee can use to decide what goes into the final version of the report at our next meeting. He then entertained a motion to submit the draft version to the RTM. Condon and Driscoll pointed out that submittal would demand comment/decision by the RTM and that submitting a draft with known errors and seems to have been predicated on the need for a new station yet lacks data supporting that premise would make our credibility razor-thin and jeopardize the final report. No motion offered to submit draft. [A draft version, erroneously titled "Final Report" was posted on the OSW Building Committee's website in June.]

June 18 2025: Firefighter Williams brought the 300+ pages of response data that had been delivered to him that day and that the new system provided the details on number of responders and incident/responder districts. Director Haley offered the proviso that data from years before the new system was not as accurate and there was some skewing of results during the Covid era. Condon offered to scan the pages so members would have access to the data and ability to present summarized info in the report. Lengthy discussion followed Haley's status update on the fire services fleet, including Haley's new plan for rolling stock as well as issues with, and possible adjustments to the town's fleet management/capital budgeting plan that has not been reviewed or updated since 2011. annual allotment has not kept up with inflation/assumptions for fire apparatus are similar to those for much smaller, less costly vehicles and do not account for the 2-3yr delivery timeline for new purchases. Consensus that a detailed fleet management section with recommendations should be part of the final report. Condon offered to bring some suggestions to the next meeting for review by committee and specifics from Director Haley.

June 25, 2025: Director Haley reported that he had found the town's last ISO report rating, which gave us impressive scores for our water system. He noted that it is more than a few years old, and expects higher scores for staffing and dispatch, but the amount of research and documentation required to get a new rating could take more than a year, especially considering the more pressing issues he needs to address. Discussion moved to potential changes to the fleet management plan, which has had no assessment since 2009, including carving out new fire service-specific guidelines, adjusting allocations for specific apparatus, regular actuarial reviews, and revising the implementation process. Condon explained that the RTM could adjust the plan through ordinances; Haley noted that the immediate need is staffing, not fleet management. Muckle stated that circumstances are forcing the FSRSC to get the report out so funding for the new OSW station can go forward. Condon said the process behind the new station needs to be changed, and there should be a plan to evaluate and address the condition of all 5 stations. Chair promised a new draft, with both halves combined and edited according to members' comments in the previous three meetings, with a summary of recommendations.

July 9, 2025: Chair Tuneski and Muckle insisted that the report needed to be submitted ASAP, to help with the OSW bonding request. Members commented that many changes and corrections specified in the initial review had not been done, but new content had appeared in places. Condon noted that a decision to build a new OSW station had implications for the other 4 stations' future, and that while the Chair had added photos and undated estimates for the other stations, the committee had not discussed or agreed on an infrastructure plan. Driscoll questioned the push, when we finally had—but had not discussed—updated response times and had agreed to working on a fleet management section. Muckle stated that we had spent long enough and the report needed to get out. Committee voted to authorize Chair to present to RTM in August.

Sep 10, 2025: Extra meeting to consider "housekeeping" and other amendments Chair had done after the RTM presentation was delayed. Members asked for date and title corrections requested and approved in March, and specified a handful of new changes [specified in minutes] before authorizing Chair to present the second version of Draft #3.

Submitted by Susan Driscoll, FSRSC Secretary

March 6, 2025 update

DELIVERABLES

	Requested Information	Requested	Status/Date Rec'd
	Current roster of WFD paid/volunteer, with their certifications	Mar 2025	
	5-year fleet management plan	Mar 2025	
	Last ISO rating report	Mar 2025	
	WAS response data by district	Jan 2023	
	Phasing of staffing growth projections by firehouse, by year	Dec 2022	<i>Being compiled</i>
	5- or 10-year Emergency Mgmt staffing plan	Dec 2022	<i>Working with union on schedules</i>
	Data on impact of development in past 12 months on Dispatch call volume	Dec 2022	<i>Being compiled</i>
	Fire companies' bylaws	Nov 2022	
	Response times from staffed firehouses to incidents in each district	Jul 2022	<i>Partial/data being extrapolated</i>
✓	Home/business development growth projections	Jul 2022	<i>Aug 2022 (Planning Dept info)</i>
✓	Current housing/census/demographics data	Jul 2022	<i>Aug 2022</i>
	Response times and call type/location stats	Jul 2022	<i>Jan/Feb 2023; coming later—new system will have updated info with who/how many responded</i>
✓	FY22 volunteer incentive analysis	Apr 2022	<i>RTM PP&S Committee revising program</i>
✓	Fire Services Org chart	Apr 2022	<i>May 2022</i>
✓	OSW Engineering Report	Apr 2022	<i>Nov 2022</i>



4,5

**Finance, Wage & Personnel Standing Committee of the RTM
COMMITTEE REPORT**

VETERANS TAX EXEMPTION ORDINANCE CONSIDERATION, RTC 08/04/25

August 20, 2025 Meeting:

Assessor Paige Walton presented background on Public Act No. 25-168, which allows municipalities to extend tax exemptions to veterans deemed Totally Disabled Individually Unemployable (TDIU) and to Gold Star Families. The committee discussed the impact, estimated at \$30,000, and reviewed draft ordinances to incorporate these exemptions into the Waterford Code of Ordinances. Town Attorney Avena recommended creating two new sections: 3.12.145 for TDIU veterans and 3.12.182 for Gold Star Families. A motion was passed unanimously to move Draft 1 of both ordinances to a Public Hearing scheduled for September 3, 2025.

September 3, 2025 Public Hearing & Special Meeting:

Assessor Paige Walton summarized the proposed amendments to Sections 3.12.145 and 3.12.186. Resident Jeffrey Craddoc spoke in support of the ordinance. The public hearing was closed at 6:08 PM.

During the special meeting, the committee approved minutes from the August 20 meeting with corrections. A motion was passed unanimously to report the issue out of committee and recommend that the RTM approve the proposed ordinances to extend the maximum exemption to eligible veterans and surviving spouses.

The meeting adjourned at 6:31 PM.

Submitted by,

Harry Colonis, Chair – Finance, Wage & Personnel Committee

encl: Draft Ordinances 3.12.145 and 3.12.186 (Red Line and Clean Version)

RECEIVED FOR RECORD
WATERFORD, CT
OCT 10 P 1:20

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

6B

July 31, 2025

RE: New Veteran's Tax Exemption for Disabled Veterans

Dear Mr. Goldstein:

As Moderator of the RTM, please find attached a memo from Paige Walton regarding a new benefit for 100% disabled veterans in Waterford for a real estate tax exemption. I support this additional exemption on behalf of the eligible veterans who have served our country with honor and distinction. In order for this exemption to be offered to our disabled veterans, it is necessary to move quickly to have the benefit available for the next tax year commencing October 1, 2025.

Please refer this matter to the appropriate standing committee of the RTM and have the standing committee work closely with the Town Attorneys to effectuate the ordinance changes necessary by October 1, 2025.

Your assistance and cooperation are appreciated.

Very truly yours,

Robert J. Brule

Attachment

cc: Paige Walton, Tax Assessor
David Campo, Town Clerk
Nicholas Kepple, Town Attorney
Robert Ayena, Town Attorney

RECEIVED FOR RECORD
WATERFORD, CT
JUL 31 P 3:35
ATTEST
David Campo
TOWN CLERK

3.12.145 – Exemptions for veterans with TDIU determinationRECEIVED FOR RECORD
WATERFORD, CT

Pursuant to the Connecticut General Statutes §12-81 (19), (20), (21), (83), and in accordance with as amended by Public Act No. 25-168, any Waterford resident who has served in the Army, Navy, Marine Corps, Coast Guard, Air Force or Space Force of the United States and has been determined by the United States Department of Veterans Affairs to have a service-connected total disability based on individual unemployability (TDIU) shall be entitled to an exemption from property tax on either of the following:

1. The fractional share of a dwelling, including a condominium as defined in C.G.S. § 47-68a, a unit in a common interest community as defined in C.G.S. §47-202, and a mobile manufactured home as defined in C.G.S. §12-63a, that (a) belongs to or is held in trust for such resident, or is possessed by such a resident as a tenant for life or tenant for a term of years liable for property tax under C.G.S. §12-48, and (b) is occupied by such resident as the resident's primary residence, or
2. Lacking such a residence, one motor vehicle that belongs to or is held in trust for such resident and is garaged in this state.

As used in this subsection, "dwelling" does not include any portion of the unit or structure used by such resident for commercial purposes or from which such resident derives any rental income.

If such resident lacks such dwelling or motor vehicle in such resident's name, the dwelling or motor vehicle, as applicable, belonging to or held in trust for such resident's spouse, or possessed by such resident's spouse as a tenant for life or tenant for a term of years liable for property tax under C.G.S. §12-48, who is domiciled with such resident, shall be so exempt.

When any resident entitled to an exemption under the provisions of this section has died, the dwelling or motor vehicle, as applicable, belonging to or held in trust for such deceased resident's surviving spouse, or possessed by such deceased resident's surviving spouse as a tenant for life or tenant for a term of years liable for property tax under C.G.S. § 12-48, while such spouse remains a widow or widower, or belonging to or held in trust for such deceased resident's minor children during their minority, or both, while they are residents of this state, shall be so exempt as that to which such resident was or would have been entitled at the time of such resident's death.

A. Application for dwelling exemption.

1. No individual shall receive any exemption under this section until such individual has complied with C.G.S. § 12-95 and has submitted proof of such individual's determination by the United States Department of Veterans Affairs to the Waterford assessor.
2. If there is no change to an individual's TDIU determination, such proof shall not be required for any assessment year following that for which the exemption under this section is granted initially. If the United States Department of Veterans Affairs modifies an individual's determination to other than a service-connected total disability based on individual unemployability, such modification shall be deemed a waiver of the right to the exemption under this section. Any such individual whose determination was modified to other than a service-connected TDIU may seek an exemption under subdivision (20) or (83) of section 12-81 of the general statutes, as applicable.

B. Retroactive abatement or refund.

1. Any individual who has been unable to submit evidence of TDIU determination by the United States Department of Veterans Affairs in the manner required by this section, or who has failed to submit such evidence as provided in C.G.S. §12-95 may, when such individual obtains such evidence, make application to the tax collector not later than one year after such individual obtains such proof or not later than one year after the expiration of the time limited in C.G.S. § 12-95, as the case may be, for abatement in case the tax has not been paid, or for refund in case all or part of the tax has been paid. Such abatement or refund may

be granted retroactively to include the assessment day next succeeding the date as of which such individual was entitled to TDIU determination by the United States Department of Veterans Affairs, but in no case shall any abatement or refund be made for a period greater than three years.

2. The tax collector shall refer such application, with the tax collector's recommendations thereon, to the board of selectmen and shall certify to the amount of abatement or refund to which the applicant is entitled. Upon receipt of such application and certification, the board of selectmen shall issue a certificate of abatement if the tax has not been paid or, in case all or part of the tax has been paid, draw an order upon the treasurer in favor of such applicant for refund of such amount, without interest. Any action so taken by the board of selectmen shall be a matter of record and the tax collector shall be notified in writing of such action.

C. Limit to exemption.

1. No individual entitled to the exemption under one or more subdivisions of C.G.S. § 12-81 (19), (22), (23), (25), (26) and (83) shall receive more than one exemption.
2. No applicant may receive more than one additional municipal property tax exemption for veterans or their family members under C.G.S. §12-81 (f) and (g).]

(RTM xx/xx/25)

3.12.145 – Exemptions for veterans with TDIU determination

Pursuant to the Connecticut General Statutes §12-81 (19), (20), (21), (83), as amended by Public Act No. 25-168, any Waterford resident who has served in the Army, Navy, Marine Corps, Coast Guard, Air Force or Space Force of the United States and has been determined by the United States Department of Veterans Affairs to have a service-connected total disability based on individual unemployability (TDIU) shall be entitled to an exemption from property tax on either of the following:

1. The fractional share of a dwelling, including a condominium as defined in C.G.S. § 47-68a, a unit in a common interest community as defined in C.G.S. §47-202, and a mobile manufactured home as defined in C.G.S. §12-63a, that (a) belongs to or is held in trust for such resident, or is possessed by such a resident as a tenant for life or tenant for a term of years liable for property tax under C.G.S. §12-48, and (b) is occupied by such resident as the resident's primary residence, or
2. Lacking such a residence, one motor vehicle that belongs to or is held in trust for such resident and is garaged in this state.

As used in this subsection, "dwelling" does not include any portion of the unit or structure used by such resident for commercial purposes or from which such resident derives any rental income.

If such resident lacks such dwelling or motor vehicle in such resident's name, the dwelling or motor vehicle, as applicable, belonging to or held in trust for such resident's spouse, or possessed by such resident's spouse as a tenant for life or tenant for a term of years liable for property tax under C.G.S. §12-48, who is domiciled with such resident, shall be so exempt.

When any resident entitled to an exemption under the provisions of this section has died, the dwelling or motor vehicle, as applicable, belonging to or held in trust for such deceased resident's surviving spouse, or possessed by such deceased resident's surviving spouse as a tenant for life or tenant for a term of years liable for property tax under C.G.S. § 12-48, while such spouse remains a widow or widower, or belonging to or held in trust for such deceased resident's minor children during their minority, or both, while they are residents of this state, shall be so exempt as that to which such resident was or would have been entitled at the time of such resident's death.

A. *Application for dwelling exemption.*

1. No individual shall receive any exemption under this section until such individual has complied with C.G.S. § 12-95 and has submitted proof of such individual's determination by the United States Department of Veterans Affairs to the Waterford assessor.
2. If there is no change to an individual's TDIU determination, such proof shall not be required for any assessment year following that for which the exemption under this section is granted initially. If the United States Department of Veterans Affairs modifies an individual's determination to other than a service-connected total disability based on individual unemployability, such modification shall be deemed a waiver of the right to the exemption under this section. Any such individual whose determination was modified to other than a service-connected TDIU may seek an exemption under subdivision (20) or (83) of section 12-81 of the general statutes, as applicable.

B. *Retroactive abatement or refund.*

1. Any individual who has been unable to submit evidence of TDIU determination by the United States Department of Veterans Affairs in the manner required by this section, or who has failed to submit such evidence as provided in C.G.S. §12-95 may, when such individual obtains such evidence, make application to the tax collector not later than one year after such individual obtains such proof or not later than one year after the expiration of the time limited in C.G.S. § 12-95, as the case may be, for abatement in case the tax has not been paid, or for refund in case all or part of the tax has been paid. Such abatement or refund may

be granted retroactively to include the assessment day next succeeding the date as of which such individual was entitled to TDIU determination by the United States Department of Veterans Affairs, but in no case shall any abatement or refund be made for a period greater than three years.

2. The tax collector shall refer such application, with the tax collector's recommendations thereon, to the board of selectmen and shall certify to the amount of abatement or refund to which the applicant is entitled. Upon receipt of such application and certification, the board of selectmen shall issue a certificate of abatement if the tax has not been paid or, in case all or part of the tax has been paid, draw an order upon the treasurer in favor of such applicant for refund of such amount, without interest. Any action so taken by the board of selectmen shall be a matter of record and the tax collector shall be notified in writing of such action.

C. *Limit to exemption.*

1. No individual entitled to the exemption under one or more subdivisions of C.G.S. § 12-81 (19), (22), (23), (25), (26) and (83) shall receive more than one exemption.
2. No applicant may receive more than one additional municipal property tax exemption for veterans or their family members under C.G.S. §12-81 (f) and (g).]

(RTM xx/xx/25)

3.12.182 – Alternate exemption for dwelling or motor vehicle of veterans' surviving spouses

Pursuant to the Connecticut General Statutes §§ 12-81 (19), (20), (21), (83), and in accordance with ~~as amended by~~ ^{RECEIVED FOR RECORD} Public Act No. 25-168, any surviving spouse who is a resident of the Town of Waterford, while such person remains a widow or widower of a person who was killed in action while performing active military duty with the armed forces, as defined in C.G.S. § 27-103, shall be entitled to an exemption from property tax on either of the following:

- A. 1. The fractional share of a dwelling, including a condominium, as defined in C.G.S. §47-68a, a unit in a common interest community, as defined in C.G.S. §47-202, and a mobile manufactured home, as defined in C.G.S. 12-63a, that (1) belongs to or is held in trust for such surviving spouse, or that is possessed by such a surviving spouse as a tenant for life or a tenant for a term of years liable for property tax under C.G.S. 12-48, and (2) that is occupied by such surviving spouse as the surviving spouse's primary residence, or
- B. 2. Lacking such residence, one motor vehicle that belongs to or is held in trust for such surviving spouse and is garaged in this state.

As used in this subsection, "dwelling" does not include any portion of the unit or structure used by such surviving spouse for commercial purposes or from which such surviving spouse derives any rental income.

No surviving spouse entitled to the exemption under this section and under one or more of subdivisions (19), (20), (22), (23), (25), (26) and (83) of section 12-81 and section 12-81ii of the General Statutes, shall receive more than one exemption.

CA. Application for dwelling exemption.

- 1. Any such surviving spouse submitting a claim for such exemption shall: (1) notify the town clerk; and (2) file an application on a form prepared for such purpose by the assessor, not later than the October 1 assessment date with respect to which such exemption is claimed.
- 2. Each such person claiming this exemption shall provide the assessor two notarized affidavits of disinterested persons showing that: (1) the deceased person was performing such active military duty, that such deceased person was killed in action while performing such duties; and (2) the relationship of such deceased person to such surviving spouse. Such surviving spouse may further be required by the assessor to be examined under oath concerning such facts. Such town clerk shall record each such affidavit in full and shall list the name of such surviving spouse claimant, and such service shall be performed without remuneration. No assessor, board of assessment appeals or other official shall allow any such claim for exemption unless evidence as herein specified has been filed in the office of such town clerk.
- 3. Once such application for the exemption is received and approved for the first time, such applicant shall be subsequently required to file on a biennial basis.
- 4. The assessor shall annually make a certified list of the recipients of this exemption and file such list with the town clerk which shall be prima facie evidence that such surviving spouses whose names appear thereon are entitled to such exemptions long as they continue to reside in the Town of Waterford.

DB. Limit to exemption. No individual entitled to the dwelling exemption under one or more subdivisions of C.G.S. §§ 12-81 (19), (20), (22), (23), (25), (26) and (83) shall receive more than one exemption. No applicant may receive more than one additional municipal property tax exemption for veterans or their family members under C.G.S. §§ 12-81(f) and (g).

EC. General provisions. Any such surviving spouse who has submitted an application and been approved in any year for the exemption provided in this section shall, in the year immediately following approval, be presumed to be qualified for such exemption. During the year immediately following such approval, the assessor shall notify, in writing, surviving spouses presumed to be qualified pursuant to this subsection. Said ordinance shall become effective fifteen days after upon passage and shall commence with the October 1, 2025, Grand List.

3.12.182 – Alternate exemption for dwelling or motor vehicle of veterans' surviving spouses

Pursuant to the Connecticut General Statutes §§ 12-81 (19), (20), (21), (83), as amended by Public Act No. 25-168, any surviving spouse who is a resident of the Town of Waterford, while such person remains a widow or widower of a person who was killed in action while performing active military duty with the armed forces, as defined in C.G.S. § 27-103, shall be entitled to an exemption from property tax on either of the following:

1. The fractional share of a dwelling, including a condominium, as defined in C.G.S. §47-68a, a unit in a common interest community, as defined in C.G.S. §47-202, and a mobile manufactured home, as defined in C.G.S. 12-63a, that (1) belongs to or is held in trust for such surviving spouse, or that is possessed by such a surviving spouse as a tenant for life or a tenant for a term of years liable for property tax under C.G.S. 12-48, and (2) that is occupied by such surviving spouse as the surviving spouse's primary residence, or
2. Lacking such residence, one motor vehicle that belongs to or is held in trust for such surviving spouse and is garaged in this state.

As used in this subsection, "dwelling" does not include any portion of the unit or structure used by such surviving spouse for commercial purposes or from which such surviving spouse derives any rental income.

No surviving spouse entitled to the exemption under this section and under one or more subdivisions (19), (20), (22), (23), (25), (26) and (83) of section 12-81 and section 12-81i of the General Statutes, shall receive more than one exemption.

A. Application for dwelling exemption.

1. Any such surviving spouse submitting a claim for such exemption shall: (1) notify the town clerk; and (2) file an application on a form prepared for such purpose by the assessor, not later than the October 1 assessment date with respect to which such exemption is claimed.
2. Each such person claiming this exemption shall provide the assessor two notarized affidavits of disinterested persons showing that: (1) the deceased person was performing such active military duty, that such deceased person was killed in action while performing such duties; and (2) the relationship of such deceased person to such surviving spouse. Such surviving spouse may further be required by the assessor to be examined under oath concerning such facts. Such town clerk shall record each such affidavit in full and shall list the name of such surviving spouse claimant, and such service shall be performed without remuneration. No assessor, board of assessment appeals or other official shall allow any such claim for exemption unless evidence as herein specified has been filed in the office of such town clerk.
3. Once such application for the exemption is received and approved for the first time, such applicant shall be subsequently required to file on a biennial basis.
4. The assessor shall annually make a certified list of the recipients of this exemption and file such list with the town clerk which shall be prima facie evidence that such surviving spouses whose names appear thereon are entitled to such exemptions long as they continue to reside in the Town of Waterford.

B. Limit to exemption. No individual entitled to the dwelling exemption under one or more subdivisions of C.G.S. §§ 12-81 (19), (20), (22), (23), (25), (26) and (83) shall receive more than one exemption. No applicant may receive more than one additional municipal property tax exemption for veterans or their family members under C.G.S. §§ 12-81(f) and (g).

C. General provisions. Any such surviving spouse who has submitted an application and been approved in any year for the exemption provided in this section shall, in the year immediately following approval, be presumed to be qualified for such exemption. During the year immediately following such approval, the assessor shall notify, in writing, surviving spouses presumed to be qualified pursuant to this subsection. Said ordinance shall become effective upon passage and shall commence with the October 1, 2025, Grand List.]

RECEIVED FOR RECORD
WATERFORD, CT

2025 SEP 24 A 10:58

WATERFORD, CT
TOWN CLERK

RESOLUTION TO APPROPRIATE \$3,600,000 FOR UPGRADES TO THE TOWN'S
COMMUNICATIONS SYSTEM

RESOLVED,

Section 1. That the Town of Waterford (the "Town") appropriate \$3,600,000 for upgrades to the Town's communications system to provide portable radio coverage within the Town's jurisdictional area for public safety and public service users and enhance interoperability between other local, State and federal agencies (the "Project"). The appropriation may be expended on renovation and installation costs, engineering, design and professional fees, radios, materials, equipment, purchase costs, legal fees, financing costs, interest expense on temporary borrowings, and other costs related to the Project. The appropriation shall include any federal, state or other grants-in-aid received for the Project. The Board of Selectmen is authorized to determine the scope and particulars of the Project. The Board of Selectmen may reduce or modify the scope of the Project and the entire appropriation may be expended on the Project as so reduced or modified.

Section 2. That the Town finance the Project by issuing the Town's bonds, notes or other obligations in an amount not to exceed \$3,600,000, which bonds, notes or other obligations shall be issued pursuant to the Connecticut General Statutes, as amended. The bonds, notes or other obligations may be sold as a single issue or consolidated with any other authorized issues of bonds, notes or other obligations of the Town. The Director of Finance shall keep a record of the bonds, notes or other obligations. The bonds, notes or other obligations shall bear the Town seal or a facsimile thereof. The bonds, notes or other obligations shall each recite that every requirement of law relating to its issue has been fully complied with, that such bond, note or other obligation is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The First Selectman and Director of Finance are hereby authorized to determine the amount, date, interest rates, maturities, form and other details of the bonds or notes; to designate a bank or trust company to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to designate the persons to sign such bonds or notes by their manual or facsimile signatures in the name or on behalf of the Town; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

Section 3. That the Town is authorized to issue temporary notes in anticipation of the receipt of the proceeds of said bonds, notes or other obligations. The temporary notes shall be issued with maturity dates in accordance with the Connecticut General Statutes, as amended. The temporary notes shall each recite that every requirement of law relating to its issue has been fully complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The First Selectman and Director of Finance are authorized to determine the amounts, dates, interest rates, maturities, form, and other details of the notes; to sell the notes at public or private sale; to designate the persons to execute and deliver the notes; and to perform all other acts which are necessary or appropriate to issue the notes. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing, and marketing such notes, to the extent paid from the proceeds from the issuance of bonds, notes or other obligations, shall be included as a cost of the appropriation.

Section 4. That the Town hereby declares its official intent under Treasury Regulation Section 1.150-2 of the Internal Revenue Code of 1986, as amended, that the project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized for the Project; that the First Selectman and Director of Finance are authorized to bind the Town pursuant to such representations and agreements as they deem necessary or advisable in order to ensure and maintain the continued exemption from Federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years; and that the First Selectman and Director of Finance are authorized to make representations and agreements for the benefit of the holders of the bonds, notes or temporary notes to provide secondary market disclosure information and to execute and deliver on behalf of the Town an agreement to provide such information with such terms and conditions as they, with the advice of bond counsel, deem necessary and appropriate.

Section 5. That the First Selectman is authorized to apply for and accept grants for the Project, to execute grant agreements for the Project, and to file such documents as may be required to obtain grants for the costs of financing the Project.

Section 6. That the First Selectman, the Director of Finance and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the Project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

MINUTES
REPRESENTATIVE TOWN MEETING
Regular Meeting
August 4, 2025

RECEIVED FOR RECORD
WATERFORD, CT
2025 AUG -6 1 P 2:32
ATTEST: [Signature]
TOWN CLERK

RTM Moderator Paul Goldstein called the August 4, 2025 Regular Meeting of the Representative Town Meeting to order at 7:00 P.M.

ROLL CALL

PRESENT: Kyrar Augmon-Bossa (Speaker Phone), Michael Bono, Jennifer Bracciale, Erica Casper, Mary Childs, Harry Colonis, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Timothy Fioravanti (Speaker Phone), Paul Goldstein, Kristen Gonzalez, Christina Jessuck, Lindsay Khan, Kate MacKenzie, Shawn Monahan, Ursula Moreshead, Kayla Mullen, Kathleen Mullen Kohl, Theodore Olynciw, Danielle Steward-Gelinas

ABSENT: Narciss Greene, Ryan Healy, Matt Keatley, David Sugrue

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J Brule, Selectman Richard Muckle

EX-OFFICIO MEMBERS ABSENT: Selectman Greg Attanasio, Board of Education Chair Pat Fedor, Board of Finance Chair Glenn Patterson

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

AGENDA ITEM C – June 2, 2025 Minutes

MOTION by Steward-Gelinas, seconded by Moreshead, to approve the minutes with the following correction noted by Town Clerk Campo: Board of Education Chair Pat Fedor was not in attendance, and RTM Member Kayla Mullen abstained from ITEM 3 and 4; and the following correction offered by RTM Member Lindsay Khan: RTM Member Lindsay Khan arrived after ITEM 7

VOTING IN FAVOR: Unanimous

CORRESPONDENCE:

Fleet Report and letter in regard to the town radio system from Finance Director Kim Allen. A request from RTM Member Tim Condon in regard to fleet. Request from First Selectman Rob Brule requesting a committee assignment to address a New Veteran's Tax Exemption. Plan of Conservation status letter. Committee Reports from Public Protection and Safety along with Public Health, Recreation and Environment. RTM Member Tom Dembek submitted a The Day newspaper article in regard to the radio system funds from the State Bond Commission. Police Chief Balestracci submitted correspondence in regard to Committee referrals for street takeover and camera enforcement. Oswegatchie Fire Station renovation estimate from OLYN Contracting Company. Democratic and Republican recommendations to the Police Commission. Copies of correspondence can be obtained from the Office of the Town Clerk.

PUBLIC COMMENT

Resident David Holmes, 53 Upper Bartlett, Waterford, supports the passing of the All-Terrain vehicles Ordinance. Tina DuBosque, 45 Wintergreen Dr, voiced her concerns that the RTM needs to interact with the public regularly to inform. Resident Bryan Sayles, 54 Wintergreen Dr, Quaker Hill, spoke about the Fire Services Review Special Committee report. (See Attachment)

COMMITTEE REPORTS

Committee report received from Public Health, Recreation & Environment and Public Protection and Safety. (See Attachment)

APPOINTEE & LIAISON REPORTS

Oswegatchie Fire Station appointee reports from Ted Olynciw were received. (See Attachment)

CALL ITEM 1 – Gardiner Family Foundation Donation

PRESENTATION: Finance Director Kim Allen

MOTION by Steward-Gelinas, seconded by Childs, to approve a request from Finance Director Kim Allen to deposit a check for **\$15,000** from the **Gardiner Family Foundation** to be used for **Youth & Family Services student programs**.

MOTION PASSED: Unanimous

CALL ITEM 2 – Dominion Donation

PRESENTATION: Finance Director Kim Allen

MOTION by Steward-Gelinas, seconded by Childs, to approve a request from Finance Director Kim Allen to deposit a check for **\$20,000** from **Dominion Energy** to be used for **Waterford's Summer Music and Town Parade Events**.

MOTION PASSED: Unanimous

CALL ITEM 3 – Old Norwich Road Pump Station

PRESENTATION: Director of Utilities Jill Stevens

MOTION by Steward-Gelinas, seconded by Moreshead, to approve a recommendation to **re-designate existing appropriated funds from Line #20531-57816 (Old Norwich Road Pump Station)** in the amount of **\$125,000** to a new capital line for engineering services related to the capital requirements surrounding the potential renewal of the Waterford/New London Inter-Local Water Agreement.

MOTION PASSED: Unanimous

CALL ITEM 4: Great Neck Field Improvement

PRESENTATION: Superintendent of Schools Thomas Giard

MOTION by Steward-Gelinas, seconded by Moreshead, to approve a recommendation from the Board of Finance for an **additional appropriation** in the amount of **\$71,500** to **Line #20560-57893 (Great Neck Field Improvement)** from the **Unassigned Fund Balance of the General Fund**.

MOTION PASSED: Unanimous

CALL ITEM 5 – Great Neck Field Improvement

PRESENTATION: Superintendent of Schools Thomas Giard

MOTION by Steward-Gelinas, seconded by Mullen Kohl, to approve a recommendation from the Board of Finance to **appropriate \$278,500** from designated **Line# 20560-57893 (Great Neck Field Improvement)**.

MOTION PASSED: Unanimous

CALL ITEM 6 – Fire Services Review Special Committee's Final Report

Town Attorney Kepple advised the body that a consideration of postponement would allow time for further review for the new Director and RTM Members. Also, noted that additional information was needed to properly submit the report under Waterford Code of Ordinances, Chapter 2.04.090.

MOTION by Steward-Gelinas, seconded by Mullen Kohl, to postpone until the next special or regular meeting.

MOTION PASSED: Unanimous

CALL ITEM 7 – Oswegatchie Fire Station Building Committee Update

PRESENTATION: Fire Services Review Special Committee Chair Robert Tuneski, Director of Fire Services Chris Haley

Power Point Presentation followed by questions and answers. (See Attachment).

MOTION by Colonis, seconded by Bono, to end discussion.

VOTING IN FAVOR: Bono, Bracciale, Casper, Colonis, Condon, Dembek, Goldstein, Jessuck, MacKenzie, Monahan, Mullen, Olynciw, Steward-Gelinas.

VOTING AGAINST: Childs, Driscoll, Fioravanti, Gonzalez, Khan, Moreshead, Mullen Kohl

MOTION failed to get a 2/3rds to end discussion.

Discussion continued.

CALL ITEM 8 – Chapter 8.33 Open Burn

PRESENTATION: Public Protection and Safety Chairman Timothy Condon, Fire Marshall Stephen Dubicki, Town Attorney Robert Avena

MOTION by Steward-Gelinas, seconded by Dembek, to approve a recommendation from the Public Protection & Safety Standing Committee of the RTM to amend the Waterford Code of Ordinances by adopting Chapter 8.33 – Open Burning. (See Attachment)

MOTION PASSED: Unanimous

RTM Members Kyrah Augmon-Bossa & Kristen Gonzalez left.

CALL ITEM 9 – Chapter 10.10 All-Terrain Vehicles

PRESENTATION: Public Protection and Safety Chairman Timothy Condon, Chief of Police Marc Balestracci, Town Attorney Robert Avena

MOTION by Steward-Gelinas, seconded by Dembek, to approve a recommendation from the Public Protection & Safety Standing Committee of the RTM to amend the Waterford Code of Ordinances, by adopting Chapter 10.10 - All Terrain Vehicles Ordinance. (See Attachment)

MOTION by Driscoll, seconded by Childs, to amend the ordinance by removing ordinance from the title.

MOTION TO AMEND PASSED: Unanimous

MAIN MOTION PASSED: Unanimous

CALL ITEM 10 – Amend Purchase and Sale Agreement with LEARN

MOTION by Steward-Gelinas, seconded by Bracciale, to approve a recommendation from the Board of Selectmen to amend the town's Purchase and Sale Agreement with LEARN to modify the purchase price from \$1.00 to \$770,000 to enable LEARN to utilize its state funding to cover the approximate cost of the Town's building permit fees associated with the project.

MOTION PASSED: Unanimous

CALL ITEM 11 – Police Commission Appointments

MOTION by Steward-Gelinas, seconded by Colonis, to nominate Mark Gelinas, 92R Butlertown Rd, to the Police Commission. (Term 08/04/2025 – 08/06/2029)

MOTION by Driscoll, seconded by Childs, to nominate Tony Sheriden, 318 Great Neck Rd, to the Police Commission. (Term 08/04/2025 – 08/06/2029)

VOTING IN FAVOR OF BOTH NOMINATIONS: Unanimous

MARK GELINAS & TONY SHERIDEN appointed to the Police Commission

CALL ITEM 12 – Oswegatchie Fire Station Building Committee Appointment

MOTION by Driscoll, seconded by Moreshead to nominate Tim Sullivan to the Oswegatchie Fire Station Building Committee.

VOTING IN FAVOR: Unanimous

TIM SULLIVAN appointed to the Oswegatchie Fire Station Building Committee

NEW BUSINESS:

MOTION by Condon, seconded by Steward-Gelinas to refer the matter of “New Veteran’s Tax Exemption for Disabled Veterans” to the Finance, Wage & Personnel Standing Committee of the RTM. (See Attachment)

MOTION PASSED: Unanimous

The Chairman took a show of hands to see if September 22, 2025 would have a quorum for a Special Meeting if needed. 15 hands were raised and the meeting was tentatively scheduled.

MOTION by Steward-Gelinas, seconded by Condon to refer the matter of “Review of Ordinance 3.17 Fleet Management” to Finance, Wage & Personnel Standing Committee of the RTM. (See Attachment)

MOTION PASSED: Unanimous

Public Protection & Safety Chair, Tim Condon notified the body that his committee would be working with the Fire Marshall and legal to update the fee schedule under 3.16.

No objections.

MOTION by Driscoll, seconded by Moreshead, to address the letter submitted by Chief Balestracci by referring the items, “Street Takeovers” and “Enforcement Cameras” to the Public Protection & Safety Standing Committee of the RTM.

MOTION PASSED: 19-2-0 (Bono, Bracciale voted against)

MOTION by Bono, seconded by Steward-Gelinas, to accept the recommendation of the Public Health, Recreation and Environment Standing committee and refer the item, “Review of Feral Cat Management” out of committee with no action taken.

MOTION PASSED: Unanimous

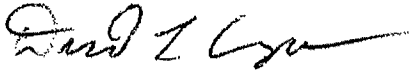
MOTION by Driscoll seconded by Condon, to request Finance Director Kim Allen and the Board of Finance to review the issue establishing a Special Revenue account to address the Hoelck Park Maintenance.

RTM member Ted Olynciw spoke in regard to the letter submitted by OLYN Contracting. (See Attachment)

RTM Member Tom Dembek notified the body that the limited funding by the State Bond Commission was a serious issue and would need to be addressed in the future.

MOTION by Steward-Gelinas, seconded by Bracciale, to adjourn at 10:45 P.M.
MOTION PASSED: Unanimous

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "David L. Campo", with a long horizontal flourish extending to the right.

David L. Campo, CCTC
Waterford Town Clerk

August 4, 2025

Representative Town Meeting
Rope Ferry Road
Waterford, CT 06385

RECEIVED FOR RECORD
WATERFORD, CT
2025 AUG - 5 1 P 4: 14
ATTEST: [Signature]

Dear RTM Members:

Thank you to the fire services special review committee for assembling this report I would like to take a few minutes to provide you with feedback and to make clear who is responsible and accountable for what is contained inside of this report.

3.0 Fire Services History

"...The Board of Fire Commissioners was replaced in 2010 by Charter revision by a more centralized management structure, featuring a Director of Fire Services. This position eliminated the second tier of management over the private fire departments, instead creating a direct line of reporting and accountability from the individual fire departments to a professional Town administrator. This change in organization established accountability for the efforts of the fire companies as well as the full and part-time paid fire fighters by the Director and ultimately the First Selectman of the Town, as Chief Executive. It also centralized the budget creation and allocation process..."

"...In addition to creating a leaner more accountable fire services organization, it also consolidated data collection and management. It formalized and centralized record retention. This information, including examples like response type and frequency, volunteer participation, training, expenditures, fleet maintenance, capital planning, equipment inventories, etc. were collected and tabulated for management review and use as opposed to being mined periodically from the sourced department or the Commission. The formal collection and tracking of these streams of data contributed to a greater ability to evaluate current fire services activity overall performance and forecast future needs. This evolution in fire services management structure was the single most impactful step taken by the Town in recent history regarding Fire Services. It was essential to unify policy and practice. This change also encouraged the use of data-driven decisions, supplanting previous decision making that depended on the Board of Fire Commissioners' consensus for recommendations. Along with this change came vertical organization and consistency in policies and practices. As a result of the Community's decision through revising the Charter to move to a different management structure, Fire services today is more organized and in a

better position to deliver firefighting services to the Waterford taxpayer in a safer and more cost-effective manner.....”

....”As a result of the Community's decision through revising the Charter to move to a different management structure, Fire services today is more organized and in a better position to deliver firefighting services to the Waterford taxpayer in a safer and more cost-effective manner...”

The excerpts from the fire services history pages outline how, since 2010, the First Selectman's office is responsible for the effectiveness or in this case, ineffectiveness of Waterford's Fire Services. The last statement about Waterford being better off is laughable.

5.3 Staffing Findings

Figure 12 depicts a graph of current and projected staffing at all five (5) firehouses. Currently the report lists six (6) FULL TIME PAID PROFESSIONAL firefighters with three (3) added each year through 2029/2030 to reach a total of eighteen (18) FULL TIME PAID PROFESSIONAL firefighters. Yet, on page 16 of the report it lists projected staffing levels to be much higher.

“.....Projected Staffing Model for FY 2030-2031 The Director's plan envisions:

- *10 career firefighters on duty always (**requiring 30 career firefighters total**)*
- *A 24/48 schedule (24 hours on, 48 hours off)*
- *A blend of part-time staffing seven days per week*
- *Full operations from all five fire stations*
- *Deployment of a variety of apparatus tailored to incident needs.*

“.....It is important to underscore that staffing levels for the Waterford Fire Department have increased since the inception of the Ad Hoc Fire Services Committee....”

The statements concerning staffing predictions are entirely dissimilar making the forecast numbers unuseable. The Fire Services Review Special Committee conducted its first meeting in 2021, now four-years later whatever staffing level increase we experienced is negligible and insufficient making the importance of that statement way overblown.

“.....There are no definitive legal requirements, whether federal or state that dictate the specific number of firefighters each town or station must have...”

While that may be true the First Selectman allowed staffing levels to collapse. Instead, over the years, he has cut multiple budgets, and diminished the importance of adequate,

functional staffing at all five firehouses. If allowed, First Selectman Brule will continue to spend Quaker Hill taxpayers money on the expansion of fire services elsewhere, leaving Quaker Hill residents less safe and subject to the whims of his office. (NOTE: the Figure 12 graph shows zero hires while elections take place. Why?)

5.7 Mutual Aid Findings

Legal Basis and Responsibilities

Mutual aid arrangements are typically codified in formal agreements or memoranda of understanding (MOUs) between municipalities. These agreements clarify roles, expectations, operational procedures, and financial responsibilities when one jurisdiction assists another. In the case of Waterford:

- *The Town has entered into mutual aid agreements that bind Waterford legally to provide reasonable assistance when requested.*
- *Assistance must be provided to the extent possible without compromising Waterford's own public safety obligations.*
- *Waterford retains discretion-typically via the Fire Services Director or Chief Officer on duty-to determine the level of aid that can be safely offered without endangering its own residents.*

Who are the agreements with and when were they signed and last reviewed? By my estimation, Waterford is probably in breach of those contracts due to the state of its fire services. When did the Fire Services Review Special Committee review those contracts?

6.0 Five Fire Stations – History and Structure of Waterford’s Fire Stations

6.2 The Case for a New Oswegatchie Fire Station

“...Ensures continued fire and emergency support for the Oswegatchie Elementary School and surrounding neighborhoods...”

Where is your concern for the children attending the Quaker Hill Elementary School? The town has let it go and thus, by this statement about child safety, has continued to leave them at greater risk by leaving the Quaker Hill Firehouse understaffed.

“...Repairing and renovating the existing station is not cost-effective according to the Town's architect and construction project manager. The construction program manager provided

an estimate of \$11.1 million to renovate the building as new, while a new building could cost \$12.6 million, with contingencies and soft costs included in both...."

A separate, more detailed cost estimate to completely renovate the Oswegatchie Fire Station came in at \$7.8 million. A difference of approximately \$3 million or 30%. Why include the larger, less precise estimate in the report? It looks like a number "shot from the hip."

7.0 A Strategic Vision

Evolution of Waterford's Fire Services

However, as the fire service evolved:

- *Buildings and equipment aged, requiring greater maintenance investment.*
- *Volunteer staffing declined significantly, forcing the Town to hire part-time and then full-time firefighters. *
- *Annual fire service costs have steadily increased, see Figure 13, reflecting both broader operational demands and necessary modernization efforts. (Figure 13 depicts a bar graph of personnel, services, material/supplies, and equipment costs for said fire services between fiscal year 2012 to 2026)*

I can understand that overtime pay has risen due to understaffing, but I just don't see where much of anything on improving fire services. Just look at the NOTES beneath the pictures of each firehouse to read about repairs that the town collected taxes for but didn't spend for their intended purpose. Major repairs like roofs, HVAC, etc. were not completed. It's all there in plain view in the report.

Jordan Fire Department (\$100,000 from FY 2024 "PUSHED OUT")

Quaker Hill Fire Department (\$200,000 from FY 2023 and FY 2025 "PUSHED OUT")

Goshen Fire Department (\$150,000 from FY 2023 to FY 2025 "PUSHED OUT")

Oswegatchie Fire Department (\$80,000 FY 2024 "ON HOLD PENDING APPROVAL OF NEW FH, this doesn't include the cost of a new roof.)

8.2 Staffing: Strategic Management for Waterford Fire Services

By staffing Goshen and Quaker Hill with a blend of part-time firefighters, trained first responders, and community volunteers, the Town can:

- *Sustain service coverage without unnecessary costs*
- *Provide local familiarity and rapid local response*
- *Preserve the community roots and pride associated with these historic stations*

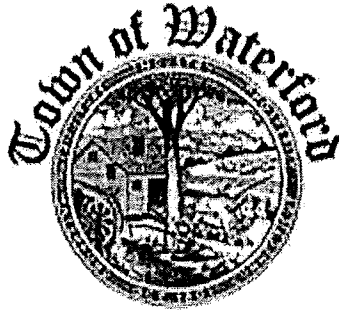
Intentions are perfectly clear how taxes in Quaker Hill will be collected and applied to Jordan Village, Oswegatchie, and Cohanzie neighborhood firehouses leaving Quaker Hill (and Goshen) with an inadequate “combo” model. Claiming to sustain service coverage without unnecessary costs. What exactly is the unnecessary cost? Such intentional inequity. Borderline negligent.

Given the extensive staffing problems in fire services, and the mismanagement by First Selectman Brule, I ask the Representative Town Meeting to reject the reports view that the Quaker Hill Firehouse should be left understaffed and underutilized. The same for the Goshen firehouse. It is quite obvious that the number one priority is to actively recruit and hire professional firefighters.

Sincerely,

Bryan Sayles
54 Wintergreen Drive
Quaker Hill, CT 06375

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

8

COMMITTEE REPORT
OPEN BURN ORDINANCE (RTC 12/04/23)
PUBLIC PROTECTION & SAFETY COMMITTEE OF THE RTM

RECEIVED FOR RECORD
WATERFORD, CT
2025 AUG - 1 P 3:11
ATTEST: [Signature]
TOWN CLERK

Feb. 20, 2024 Meeting: Brief initial discussion; Chair explained that concern for lack of enforcement options and potential risks of open burning was behind referral of the issue. Fire Marshal Dubicki to be invited to next meeting.

Aug. 14, 2024 Meeting: Review of Wallingford's open burn ordinances as example and possible starting point. Members had questions about the need for a new ordinance, types of open burning in town, fines and enforcement methods. Chair to schedule next meeting based on Fire Marshal's availability.

Aug. 29, 2024 Meeting: Fire Marshal Dubicki and Town Attorney Avena present. Dubicki explained that he has the authority to enforce fire regulations and issue burn permits, but an ordinance would enable him to cite individuals who do not comply with his extinguishment orders. Discussion on the current open burn process ensued. Avena will utilize comments from the committee and Fire Marshal to prepare first draft of new ordinance.

March 31, 2025 Meeting: Town Attorney Avena presented first draft of new Chapter 8.33 for review. Minor language changes requested; Chair to invite Fire Marshal to next meeting for review before move to public hearing.

June 30, 2025: Fire Marshal Dubicki and Town Attorney Avena present for review of second draft. Consensus to add cooking fires to list of open burns exempt from permits and add subsection giving Fire Marshal authority to enact a townwide burn ban under certain conditions.

July 21, 2025 Public Hearing: No members of the public; no comments. **Meeting:** Town Attorney Avena present. Discussion confirming that Attachment A - Policies for Open Burning in Waterford would be included within the ordinance and posted on town website and that Avena would prepare final draft for presentation to RTM and delivery to Municode to update online ordinances. Unanimous vote to report the issue out of committee with a recommendation that the RTM approve the new Chapter 8.33 in order to allow the Fire Marshall to issue an Open Burn Ban.

Submitted by
Tim Condon, PP&S Chair

encl: Chptr 8.33 Open Burning—Final Draft 7/21/25

NOTE: All meeting support documents available online in the RTM section of waterfordct.org/AgendaCenter

DRAFT

Chapter 8.33 OPEN BURNING

- 8.33.010 Declaration of Policy.
- 8.33.020 Prohibition.
- 8.33.030 Open Burning Official; permit procedures.
- 8.33.040 Excluded open fires; required permits.
- 8.33.050 Standards for open burning permits.
- 8.33.060 Outdoor burn ban.
- 8.33.070 Violations and penalties.

RECEIVED FOR RECORD
WATERFORD, CT
2025 JUL - 9 A 9 24
ATTEST: *[Signature]*
TOWN CLERK

8.33.010 Declaration of Policy.

The Town Fire Marshal is increasingly concerned about safety and environmental impacts associated with the open burning of brush and other materials. To seek to ensure that the health and safety of its residents is safeguarded, the Representative Town Meeting (RTM), pursuant to the authority of Section 7-148 and Section 22a-174 of the Connecticut General Statutes, hereby enacts legislation prohibiting all open burning except as noted.

8.33.020 Prohibition.

Except as hereinafter provided, no person shall set, cause or permit an open fire within the limits of the Town of Waterford. As used herein, "person" means an individual, firm, partnership or corporation. As used herein, "open burning" means the burning of any matter in such manner that the products of combustion from the burning are emitted directly into the ambient air without passing through an adequate stack or flue. Open burning thus includes burning done in simple outdoor structures such as barrels and drums as well as on the ground surface.

8.33.030 Open Burning Official; permit procedures.

- A. The First Selectman shall appoint one or more Open Burning Officials of the Town of Waterford who shall be solely responsible for the issuance of permits for those open fires excluded from the prohibition of section 8.33.020 of this chapter.
- B. A permit application for any permitted open fire shall be made on forms furnished by the Open Burning Official. Each application shall describe the purposes of the fire, the

DRAFT

nature and quantity of the materials to be burned and such other information as the Open Burning Official may require.

- C. A permit issued under this section shall be applicable only for the occasion or the purpose for which it was obtained.

8.33.040 Excluded open fires; required permits.

- A. A permit shall not be required for the following open fires:

- (1) Barbeques or other outdoor open fires for the purpose of cooking food for human consumption.
- (2) Fires to abate an immediate fire hazard, provided that the abatement fire is supervised by a responsible fire official.
- (3) Fires for training firefighters in methods of fighting fires as authorized by the Fire Marshal and/or Fire Chief.
- (4) Fires in an outdoor fireplace (i.e., chimineas, patio hearths, fire rings). Outdoor fireplaces must be noncombustible and specifically designed to hold outdoor fires. Fires shall not exceed four feet in diameter and only untreated natural wood is permitted to be burned. Fires must be a minimum of 10 feet from any structure. Drums of any kind shall not be permitted.
- (5) Fires in salamanders or other similar devices used by construction or other workers for heating purposes, which fires are essential to street installation or paving activities, the repairing of utilities, or other similar work.

- B. Permits shall be required for the following open fires:

- (1) Fires for the prevention, control, or destruction of diseases and pests, and agricultural burning for vegetation management.
- (2) Campfires, bonfires or other fires for ceremonial or recreational purposes, including cooking fires, that do not meet the standards as defined in Subsection A(4) above.

- C. Permits are required for the following open fires and may only be issued by the Commissioner of the Department of Environmental Protection or his designee:

- (1) Fires for the disposal of dangerous material such as toxic gases where there is not a reasonable alternative method.
- (2) Fires to thwart a hazard which cannot properly be managed by any other means or is necessary for the protection of public health.

DRAFT

8.33.050 Standards for open burning permits.

The Open Burning Official shall not issue a permit when it is determined that:

- A. A hazardous health condition will be created by such burning;
- B. The fire constitutes a salvage operation by open burning;
- C. A practical and alternative method for the disposal of the material to be burned exists, including but not limited to the following techniques: chipping, cutting for forest products, land filling, piling for protective cover for wildlife and stockpiling;
- D. Such open burning would interfere with or prevent the attainment or maintenance of a relevant ambient air quality standard;
- E. The forest fire danger, as determined by the state forest fire warden, is high or extreme and the area is within 100 feet of a woodland or grassland;
- F. An advisory of an air pollution emergency episode state is in effect; or
- G. Garbage, paper, grass, metals, plastics, leaves, rubber, painted materials or demolition waste is to be burned.

8.33.060 Outdoor burn ban.

- A. Whenever the state DEEP issues an outdoor burning ban on state properties, the Town Fire Marshal is hereby authorized to issue a similar townwide ban.

8.33.070 Violations and penalties.

- A. The Fire Marshal, police officer, and any Fire Department officer having jurisdiction, after having been made aware of a particular open fire and having satisfied themselves as to the circumstances and applicable requirements, shall cause any fire not specifically permitted by this ordinance or any fire deemed a hazard or nuisance, to be immediately extinguished, and may summon the fire service to accomplish this extinguishment.
- B. Any person who violates this chapter shall be fined \$250.00. Each singular daily event shall be considered a separate violation.

(See Attachment A - Policies for Open Burning in Waterford)

Effective Date: This ordinance shall take effect 15 days after final action by the RTM.

ATTACHMENT A



Burn Permit

Purpose: To allow for open burning of brush only, on residential property

Brush is defined as shrubs, vegetation or prunings, the diameter of which is not greater than three inches at the widest point.

Non-processed wood is considered to be any untreated, natural wood up to and including rough cut lumber.

Processed wood is considered to be any wood that has been milled and/or planed and includes recycled wood, glued wood, treated wood, pallets, crates, and/or wood scraps from these types of materials.

Burn only clean, non-processed wood.

- Burning must cease if directed so by the Fire Marshal's Office or Officer of the Fire Department, any designated municipal official responsible for enforcing the open burning laws and ordinances, or any Official of the State Department of Energy and Environmental Protection.
- At no time during the burn should the fire be left unattended.
- At the completion of the burn period, all embers and coals must be extinguished and wetted, so as to prevent smoldering and fugitive ash emissions.
- All reasonable safety precautions are to be taken, including the clearing of grass and trees in the burn area, wetting down of the surrounding area, and the placement of fire extinguishers and hose lines.
- The Burn permit must be immediately available on site during the burn.

- Call Waterford Dispatch at (860)442-5331 before any burning is to take place and when its complete.
- Burning may only be conducted between the hours of 10:00 A.M. and 5:00 P.M. on a sunny or partly sunny day with the wind speed between five and fifteen miles per hour. The burn pile must be completely extinguished by 5:00 P.M. and all embers and coals must be extinguished and wetted.
- Burning may not create a nuisance to nearby properties if so, you can be directed by personnel listed above to extinguish it regardless of the permit.

Open burning is *not* allowed:

- to clear land prior to construction activities
- As a means to dispose of construction debris, household trash, or leaves.
- if the Air Quality Index (AQI) is forecasted to be 100 or higher anywhere in the state
- If the Forest Fire Danger Index is rated *High, Very High, or Extreme*
- if national or state ambient air quality standards may be exceeded
- if a hazardous health condition might be created
- if there is an advisory from DEEP of any air pollution episode

You should *not* burn wood pallets, construction debris, painted wood, stained/treated wood, or garbage in a campfire/bonfire, fire pit, chiminea or other similar device.

Exceptions: The burning of non-processed wood in a campfire, chiminea or other similar devices are not required to have a permit.

Reference: CT State DEEP Open burning official documentation 2024

Stephen Dubicki

Fire Marshal

Town of Waterford

5/29/2024

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

RECEIVED FOR RECORD
WATERFORD, CT
AUG - 1 P

9

COMMITTEE REPORT
ATV AND DIRT BIKE ORDINANCE CONSIDERATION, RTC 10/02/23
PUBLIC PROTECTION & SAFETY COMMITTEE OF THE RTM

Feb. 20, 2024 Meeting: Brief initial instruction and review of request from the Waterford Police dept. RTM Member Driscoll informed the committee that the state legislature is also looking into this issue. Committee asked the Chair to reach out to the Chief of the Police Department and ask if he was able to wait until the end of the legislative session in Hartford to determine what action the State takes.

Aug. 14, 2024 Meeting: Chief Balestracci was in attendance for discussion. Chief gave committee other community's ordinances dealing with the same issue. Chief requested that the committee look these over as templates for possible ordinance creation. Committee briefly reviewed the documents and will as a matter of general consensus send the Town of Guilford's ordinance to the Town Attorney for review and modification. Chairman Condon will reach out to the Town Attorney with questions posed by committee and to advise where the committee would like to start based on the Chiefs recommendations

Aug. 29, 2024 Meeting: Committee expressed needed changes to the various ordinances presented last time by the Chief of Police. The committee reviewed a few ordinances with the attorney and expressed that the Town of Guilford offers the best template to build off of. Town attorney will review Guilford ordinance along with committee comments and produce a document for review.

March 31, 2025 Meeting: Attorney Avena presented a draft ordinance to the committee for review and comment. Committee reviewed the document which Attorney Avena had put together combing multiple other Towns ordinances. Committee requested that we reach out to the Police Department for comment and possible attendance at our next meeting.

June 30, 2025: Draft ordinance presented by legal. Chief Balestracci provided history and benefits of the proposed ordinance. It was decided that language should match New London. The appeal process was discussed. A unanimous motion was passed to send the ordinance to a Public Hearing.

July 21, 2025 Public Hearing: No comments from the public. During the meeting portion a motion was passed unanimously to report issue out of committee and recommend the proposed ordinance because of the unsafe and illegal operation of ATV's and dirt bikes in Waterford with changes to 10.10.010. (See Attachment)

Submitted by
Tim Condon, PP&S Chair

encl: Chptr 10.10 All-Terrain Vehicles—Final Draft 7/23/25

**Chapter 10.10
All-Terrain Vehicles Ordinance**

- 10.10.010 Declaration of Policy.**
- 10.10.020 Definitions.**
- 10.10.030 Prohibition.**
- 10.10.040 Penalties.**
- 10.10.050 Sign Posting Required for All-Terrain Dealers.**
- 10.10.060 Sale of Gasoline for Illegal Purposes.**
- 10.10.070 Appeal.**

RECEIVED FOR RECORD
 WATERFORD, CT
 2025 JUL 23 A 10:45
 ATTEST: [Signature]
 TOWN CLERK

10.10.010 Declaration of Policy.

As authorized under C.G.S. Section 14-390(A), the Police Chief and Police Commission have become concerned with unregistered and unsafe vehicle use in Waterford. Therefore, all-terrain vehicles, mini bikes, mini motorcycles and dirt bikes on streets and public property are prohibited.

10.10.020 Definitions.

The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section:

All-terrain vehicle means a self-propelled vehicle designed to travel over unimproved terrain and which has been determined by the commissioner of motor vehicles to be unsuitable for operation on the public highways and also defined as any three (3) or more wheeled motorized vehicle, generally characterized by large, low-pressure tires, a seat designed to be straddled by the operator and handlebars for steering, which is intended for off-road uses by an individual rider on various types of non-paved terrain. Such vehicles do not include trail bikes, golf carts, agricultural tractors, farm implements and construction machines.

All-terrain vehicle dealer means any person engaged in the business of manufacturing, selling, leasing or renting all-terrain vehicles, mini bikes, as defined by this section, mini-motorcycles, as defined by this section, or dirt bikes, as defined by this section, at retail having a regular and established place of business within the Town.

Dirt bike shall mean a two-wheeled motorized recreational vehicle designed to travel over unimproved terrain and not designed for travel on a highway, and also defined pursuant to General Statute § 14-390m(d) as may be amended.

Mini-motorcycle shall mean a vehicle that has not more than three (3) wheels in contact with the ground, has a manufactured seat height of less than twenty-six (26) inches measured at the lowest point on top of the seat cushion without the rider, and is propelled by an engine having a piston displacement of less than fifty (50) c.c.

Pocket bikes, mini bikes, mini sport bikes, mini dirt bikes, chopper scooters, motor scooters, bicycles with helper motors, and any other similar vehicle (hereinafter collectively "mini bikes") shall mean any wheeled vehicle designed to transport one (1) or more persons that is powered by any type of motor.

As used in this section, "all-terrain vehicle", "mini bike", "mini motorcycle" and "dirt bike" shall not include the following:

- (1) Any registered "motorcycle" as defined in General Statute § 14-1(46);
- (2) Any registered "motor vehicle" as defined in General Statute § 14-1(47);
- (3) Any moped that meets Federal Department of Transportation guidelines for use on streets and is approved by the State of Connecticut Department of Motor Vehicles for use on streets, provided, however, the moped is operated pursuant to all applicable state laws, rules, and regulations and all Town ordinances;
- (4) Any wheelchair or similar mobility assisting device utilized by a person with a physical disability or whose ambulatory mobility has been impaired due to age or physical ailment;
- (5) Any self-propelled snow plow, snow blower or lawn mower when used for the purpose for which it was designed and operated at a speed not to exceed four (4) miles per hour;
- (6) Any vehicle owned or leased by the Town; and
- (7) Any electronic assistive mobility device as defined by the Town Code.
- (8) Electric ("E") Bikes as defined by state statute.

10.10.030 Prohibitions

- (1) It shall be unlawful for any person to operate an all-terrain vehicle, mini bike, mini motorcycle, or dirt bike and/or for any owner of an all-terrain vehicle, mini bike, motorcycle, or dirt bike to knowingly permit the operation of his/her all-terrain vehicle, mini bike, mini motorcycle, or dirt bike on any street or sidewalk in the Town or on any public property, including but not limited to school property, playgrounds and parks, within the Town.
- (2) It shall be unlawful for any person to ride as a passenger on an all-terrain vehicle, mini bike, mini motorcycle, or dirt bike and/or for any owner of an all-terrain vehicle, mini bike, mini motorcycle, or dirt bike to knowingly permit any person to ride as a passenger on his/her all-terrain vehicle, mini bike, mini motorcycle, or dirt bike operated in violation of subsection (1) above.
- (3) It shall be unlawful for any person to operate an all-terrain vehicle, mini bike, mini motorcycle, or dirt bike, ride as a passenger on an all-terrain vehicle, mini bike, mini

motorcycle, or dirt bike, and/or for any owner of an all-terrain vehicle or mini cycle to knowingly permit its operation on any private property, within the Town, without first obtaining the written permission of the property owner if the property is not owned by the operator, passenger, and/or owner of the all-terrain vehicle, mini bike, mini motorcycle, or dirt bike.

- (4) This section shall not be applicable to any dirt bike being operated upon any road or highway provided that, (i) said dirt bike is properly and validly registered with the Connecticut Department of Motor Vehicles and (ii) is being operated in compliance with all applicable motor vehicle laws of the state.

10.10.040 Penalties.

- (1) Any person who operates an all-terrain vehicle, mini bike, mini motorcycle, or dirt bike in violation of subsection 10.10.030(1) and/or 10.10.030(2) above, or is the owner of an all-terrain vehicle, mini bike, mini motorcycle, or dirt bike who knowingly permits its operation in violation of subsection 10.10.030(1) and/or 10.10.030(2) above, shall be fined one thousand dollars (\$1,000.00) for a first violation, shall be fined one thousand five hundred dollars (\$1,500.00) for a second violation, and shall be fined two thousand dollars (\$2,000.00) for a third or subsequent violation.
- (2) Any person aged sixteen (16) or older who rides as a passenger on an all-terrain vehicle, mini bike, mini motorcycle, or dirt bike in violation of subsection 10.10.030(2) above, or is the owner of an all-terrain vehicle, mini bike, mini motorcycle, or dirt bike who knowingly permits a passenger to ride on his/her all-terrain vehicle, mini bike, mini motorcycle, or dirt bike in violation of subsection 10.10.030(1), shall be fined two hundred fifty dollars (\$250.00).
- (3) Any police officer that observes any person in violation of this section may detain such person for purposes of enforcing the provisions of this section. Any all-terrain vehicle, mini bike, mini motorcycle, or dirt bike used in violation of this section shall be seized by any police officer and shall be forfeited to the Town, subject to any bona fide lien, lease or security interest in the all-terrain vehicle, mini bike, mini motorcycle, or dirt bike, including, but not limited to, a lien under General Statute § 14-66c.
- (4) Any all-terrain vehicle, mini bike, mini motorcycle, or dirt bike ordered forfeited pursuant to this section shall be either (i) sold at public auction conducted by the Town, with the proceeds of such sale being paid to the treasurer of the Town who shall deposit such proceeds into the general fund of the municipality, or (ii) be destroyed by the Town. See Connecticut General Statute § 54-339.

10.10.050 Sign Posting Required for All-Terrain Dealers.

Each all-terrain vehicle dealer in Waterford offering for sale, lease or rental any all-terrain vehicle, mini bike, mini motorcycle, or dirt bike shall post this section in a prominent location at said all-terrain vehicle dealer's place of business. Any all-terrain vehicle dealer who violates any provision of this section shall be fined one hundred and fifty dollars (\$150.00).

10.10.060 Sale of Gasoline for Illegal Purposes.

- (1) No retail dealer of gasoline shall sell, offer for sale, or attempt to sell, any article or product represented as gasoline for use in an all-terrain vehicle, mini bike, mini motorcycle, or dirt bike as defined in this Ordinance, unless that vehicle is conveyed to and from the retailer's premises by a registered motor vehicle, as defined in General Statute § 14-1, as may be amended, and no individual shall purchase or attempt to purchase gasoline for this purpose.
- (2) Signs with the words "FUELING OF UNAUTHORIZED VEHICLES PROHIBITED" in English and "PROHIBIDO DESPACHAR GASOLINA A VEHICULOS NO AUTORIZADOS" in Spanish at least one (1) inch in height with a contrasting margin shall be posted at all dispensing locations. The location of warning signs shall be based on local conditions but shall be visible and legible from all gas pumps, subject to zoning sign permits.
- (3) An individual or retail dealer of gasoline who violates any provision of subsections (1) and/or (2) of this section shall be fined two hundred dollars (\$200.00) per each day the violation occurs.

10.10.070 Appeal.

An appeals hearing process shall be made available to the owner or lien holder prior to forfeiture of a motorized recreational vehicle as provided in Ordinance 10.09.070, entitled Hearing Procedures.

Effective Date: This ordinance shall take effect 15 days after final action by the RTM.

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553

www.waterfordct.org

RECEIVED FOR RECORD
JUN - 21 P 12:31
TOWN CLERK

**PUBLIC HEALTH, RECREATION AND ENVIRONMENT STANDING COMMITTEE OF
THE RTM COMMITTEE REPORT**

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

Review of Creation of a Special Revenue Fund, RTC 04/07/2025

Background

At the RTM Regular Meeting on December 5, 2023 following public comment and discussion The RTM voted unanimously to refer the "Review of Feral Cat Management" and on April 7, 2025 they voted to refer "Review of Creation of a Special Revenue Fund" to the Public Health Recreation & Environment Standing Committee of the RTM

Summary

This committee met January 30, 2023, July 12, 2023 April 16, 2025 in regard to "Review of Feral Cat Management". The committee heard from a member of the public at the January 30 2023 meeting regarding their concern for the feeding of feral cats. The committee reviewed current state legislation regarding feral cat management and submitted questions for review to the Chief of Police and the Animal Control Officer at subsequent meetings.

The Committee met April 16, 2025 in regard to "Review of Creation of a Special Revenue Fund" with Assistant Director of Recreation and Parks Timothy Cleplik and heard from members of the public who represented the town's co-sponsored Little League program. The committee found that there is a significant need for additional support for our towns co-sponsored recreation programs.

Recommendations

At the April 16, 2025 meeting the committee unanimously recommended the following issues out of committee with no action taken.

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

The committee felt that the issue of "feral cat management" was not widespread or rose to the level that would require action through ordinance. The committee also notes that there haven't been significant complaints of feral cat issues heard by the committee

since the item was referred.

Review of Creation of a Special Revenue Fund, RTC 04/07/2025

The committee also recommends to report the item **"Review of Creation of a Special Revenue Fund"** out of committee after with a recommendation the RTM recommends to report to the full RTM that they direct the finance Director, in conjunction with the board of Finance, to review the issue, and move forward with establishing a special revenue account to address Hoelck Park field rental and maintenance.

Attachments

Minutes and supporting documents available online and/or by request.

Respectfully submitted,
Michael Bono
Committee Chair

July 31, 2025

Mr. Paul Goldstein, Moderator

Representative Town Meeting

Waterford, CT 06385

RE: Final Report Fire Services Review Special Committee dated July 2025

ATTEST
TOWN CLERK

RECEIVED FOR RECORD
WATERFORD, CT
2025 AUG -1 A 9:12

Dear Mr. Moderator and Members of the RTM,

I would like to thank Chairman Tuneski and the Committee members for their 4 hard years of work in putting together this report.

The charter of the new committee was "to review issues including performance, policies, and staffing and present their findings / recommendations of any changes needed to enhance public safety, creating a steering document and strategic plan".

I had anticipated a document such as the "Task Force 95 Systems Analysis prepared for the Waterford Fire Commission by the Long Range Planning Committee dated Feb.17, 1994". The very detailed report covered the following topic:

- a. Strengths
- b. Weaknesses
- c. Threats
- d. Recommendations

I expected this Committee to at least list the Weaknesses and Threats and then come back with a strong list of recommendations. Many of the weaknesses still exist 30 years later.

I see in Chief Howley's report his need for 3 additional firepersons for FY 27-28, 28-29 and 29-30. Is this a recommendation?

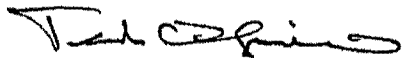
I have noticed in reading Chief Howley's Committee Report that our 5 stations are in need of repairs and various projects have been delayed or pushed out for various reasons unknown to the public. Would you tell us when these projects will be started or why they have not been highly recommended that this work be completed in this report?

1. Jordan
 - a. Window replacement FY 2024 \$60,000 pushed out
 - b. Flooring Replacement FY 2024 \$40,000 pushed out
2. Quaker Hill

- A. Generator Replacement FY 2023 \$50,000 pushed out
 - B. Flat roof replacement FY 2025 \$100,000 pushed out
 - C. Rear parking lot FY 2025 \$50,000 pushed out
3. Goshen
- A. Apparatus floor drain FY 2023 \$25,000 pushed out
 - B. Flat roof replacement FY 2025 \$75,000 pushed out
 - C. Bunk room renovations FY 2025 \$50,000 pushed out

The total cost to do all of these projects is \$440,000. Isn't the roof the most important items to fix before rain damages and mold?

The summary on page 43, 8.6 Overall Strategic Plan simply says, "the Fire Administrator and the First Selectman shall annually monitor the effectiveness of the fire services". Also, "the RTM shall re-appoint a Fire Services Review Committee to perform an assessment function like the Plan of Conservation & Development...." Really? Is this the overall strategy?



Ted Olynciw, RTM Rep. 2nd District

cc: Robert Brule, 1st Selectman

Robert Tuneski

Christopher Haley

ASSIGNEE REPORT OF THE OSWEGATCHIE FIRE HOUSE BUILDING COMMITTEE 7-23-25

1. The plans and specifications have been completed and ready to be sent for bidding.
2. Chairman Tuneski gave a presentation on the status of the project to a joint meeting of the B.O.S. and the B.O.F. on July 22, 2025.
3. The Committee has paid to date for repairs to the building, Architectural/Engineering Design and Project Management services a total of \$601,287.03. There is still an outstanding balance to be paid in the amount of \$44,683.97 to complete this phase of the project.

Ted Olynclw, RTM Assignee to this Building Committee

RECEIVED FOR RECORD
WATERFORD, CT

2025 JUL 24 A 8:55

ATTEST: *[Signature]*
TOWN CLERK



*Town of
Waterford, CT*

RECEIVED FOR RECORD
WATERFORD, CT

2025 AUG -6 1P 2:47

ATTEST: *Dorothy L. Langan*
TOWN CLERK

Summary Info Oswegatchie Fire Station

August 4th, 2025



Building Committee

- *“Fire Services Ad Hoc Committee Interim Report, January 2023”* delivered to the RTM
- The Oswegatchie Fire Station Building Committee was chartered at the April 2, 2023 RTM meeting, in accordance with Waterford Code of Ordinances, Chapter 2.88-Building Committees. The charge reads “due to the extensively deteriorated condition of the Oswegatchie Fire Station, that it be repaired and or replaced with a new building”- Unanimous vote
- Building Committee Kick-off Meeting held May 2, 2023
- Consists of a nine-member bipartisan Committee including volunteer fire fighters, paid fire fighters; RTM, BOS, and BOF members; and community representatives per the RTM composition requirements
- Conducted meetings every two weeks at Oswegatchie Fire Station Training Room
- Funding for architectural firm, Silver Petrucci Associates approved February 5, 2024- Unanimous vote
- Funding for project manager, Downes Construction, approved by RTM April 8, 2025 - 19-1-0 Vote

Building Committee Accomplishments

- Met xxxx times
- Every meeting had a quorum, none rescheduled due to lack of attendance
- The committee has been diligent, thoughtful, deliberate, and has maintained a sense of urgency to complete the charge
- The Committee voting history has demonstrated remarkable consensus, notwithstanding robust discussions, with nearly every vote being unanimous
- Silver Petrucci Associates completed Construction Design and Design Manuals / Specifications
- Downes Construction completed Construction Estimates and proposed Schedule
- Received Conservation Commission Approval
- Received Planning and Zoning Approval
- Conducted Phase 1 and Phase 2 Environmental Studies
- *Transferred Oswegatchie Property to Town of Waterford for \$1*

The Next Steps are Funding, Bidding, and
Construction

Building General Features

- First Floor
 - Bunk rooms, a day room, a kitchen, training room, offices, exercise rooms, bathrooms, decon room, gear locker room, and apparatus bays on the first floor.
- Small Mezzanine
 - Mechanical room and storage
- Basis of Construction
 - Steel framing on concrete foundation
 - Fiber cement siding, with brick veneer and a cast stone accent band
 - Architectural asphalt shingles, solar ready
 - Floors-epoxy coated concrete, tile, and carpet covered
 - Electric System-lighting, power, P/A system, fire alarm, security system, site lighting, and a back-up generator
 - HVAC is primarily VRF (variable refrigerant flow) with radiant floors in the bays

Energy Efficient Features

- The VRF HVAC system-high efficiency, 10-50% less energy
- Hot water return system uses temperature maintenance cable in lieu of hot water return
- Low flow plumbing fixtures
- Radiant floor in the bays
- Energy efficient windows- thermally broken
- Insulation in the walls is "continuous", no breaks. Limits heat transfer. Moves dew point outside, moisture less likely to have an effect on the overall building
- Solar capable roof in the event that the Town wants to explore in the future
- Occupancy sensors and dimmer light controls
- LED lighting

Size and Costs

- Total Size of the Fire Station-9,988 sq.ft.
- Estimated Cost (Downes Construction) Based upon construction drawings-\$10,323,413
- Estimated Soft Costs- \$2,228,980 (including \$500K, traffic light)
- Total Estimated Costs to Build and Outfit-\$12,552,393
- Estimated Cost to Renovate as New-\$11,092,735 (including soft costs and contingencies)
- Undetermined Cost- Traffic Light
 - Under need may not be required pending trimming trees adjacent to the property and follow-on discussion between the Director of Fire Services and Director of Traffic

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

July 31, 2025

RE: New Veteran's Tax Exemption for Disabled Veterans

Dear Mr. Goldstein:

As Moderator of the RTM, please find attached a memo from Paige Walton regarding a new benefit for 100% disabled veterans in Waterford for a real estate tax exemption. I support this additional exemption on behalf of the eligible veterans who have served our country with honor and distinction. In order for this exemption to be offered to our disabled veterans, it is necessary to move quickly to have the benefit available for the next tax year commencing October 1, 2025.

Please refer this matter to the appropriate standing committee of the RTM and have the standing committee work closely with the Town Attorneys to effectuate the ordinance changes necessary by October 1, 2025.

Your assistance and cooperation are appreciated.

Very truly yours,

Robert J. Brule

Attachment

cc: Paige Walton, Tax Assessor
David Campo, Town Clerk
Nicholas Kepple, Town Attorney
Robert Avena, Town Attorney

RECEIVED FOR RECORD
WATERFORD, CT
2025 JUL 31 P 3:35
ATTEST David Campo
TOWN CLERK

INTERDEPARTMENTAL MEMORANDUM

Date: July 10, 2025
To: Robert Avena, Town Attorney
Robert Brule, First Selectman
From: Paige Walton, Assessor
Subject: PA 25-168

PA 25-168, which includes language amending prior Senate Bill 1276, was signed by the Governor on June 30th and is effective as of October 1, 2025.

PA 25-168 makes changes to and clarifies the existing tax exemption for qualifying veterans with a 100% Permanent and Totally Disabled service connected VA rating. As passed, the bill allows a town to either expand or limit the existing dwelling exemption for P&T veterans. Municipalities can choose to exempt up to two acres of the qualifying veteran's lot; extend the exemption to unmarried surviving spouses of veterans who died prior to the original bill's inception date of 10/1/2024; or limit the exemption amount to the median assessed value of residential real property.

Additionally, under sections 240 & 241, the bill allows for any municipality, by vote of its legislative body to extend the dwelling exemption to qualifying Gold Star spouses and veterans with a rating of TDIU (Total Disability based on Individual Unemployability).

Currently there are six veterans with a TDIU rating that did not receive the dwelling exemption under the veteran's bill that was passed last year. There is also one Gold Star surviving spouse that has recently applied for the existing \$20,000 exemption, who would qualify for the dwelling exemption if the municipal option were in place.

If the Town of Waterford chooses to adopt the expanded TDIU and Gold Star exemptions the estimated tax loss in FY 26-27 based on current applications is approximately \$30,000.

Att. : PA25-168

Moderator Goldstien,

8/4/25

Sir, as you know the manner in which we the Town of Waterford fund our fleet is markedly different from many of our neighboring communities. Borne from recommendations made after the deregulation of power, it is one that if administered correctly fully funds our fleet without the use of traditional methods such as bonding. This method is fair to both the departments requesting the vehicles and the taxpayer as it provides a known funding level fiscal years in advance. To no fault of any particular board or individual the plan is faltering and in need of some alterations if we deem this model worthy of continuing. Without adjustment at its current trajectory our fleet will become unaffordable in just a few budget cycles. This coupled with the rate at which the RTM is able to review and pass an ordinance is on average over a year, making now the time to act if we wish impact the fleet plan for FY 27-28. Some items recommended for consideration would be,

3.17.050- Include alternative funding methods such as lease purchase to be available to be requested as a variance for vehicles over a certain price point.

3.17.060- Charge the Ad Hoc Committee with the development of a funding level to be submitted to the First Selectman. Similar to a request made by any other departments.

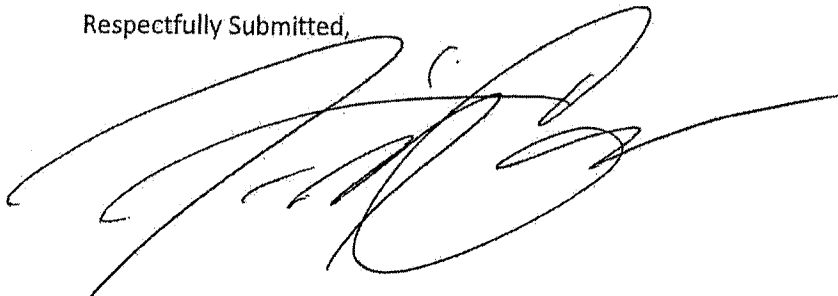
Add the ability for the RTM to recommend a 0 sum back to the Board of Selectman the same as the Board of Finance.

Add transparency to the funding level by requiring out year budget impacts at current funding requests along with calculations as backup materials.

Add the ability for the Fleet Ad Hoc to issue a variance itself without a request from a department head on issues of funding.

These are but a few changes that if implemented would bring sustainability along with greater transparency and understanding of how our fleet plan is funded and functions. Therefore, I am requesting that ordinance 3.17 Fleet Management Plan and Reserve Account Fund be sent into committee for review and possible alteration.

Respectfully Submitted,



Timothy R. Condon

District 1

Representative Town Meeting

RECEIVED FOR RECORD
WATERFORD, CT
2025 AUG - 5 1 P 3:26
ATTEST: [Signature]
TOWN CLERK

OLYN CONTRACTING COMPANY

62 Twin Lakes Drive, Waterford, CT 06385

Contractor registration # HIC .0557822

Email: tedolynciw@yahoo.com, Cell: 860-912-2075

July 30, 2025

Mr. Paul Goldstein, Moderator

Representative Town Meeting

Town of Waterford

15 Rope Ferry Road

Waterford, CT, 06385

RE: Oswegatchie Fire House

Dear Mr. Moderator and Member of the RTM,

I am sending this letter to the RTM as a taxpayer and the owner of a General Contracting and Construction Manager Company, not as a member of the RTM or The Oswegatchie Building Committee.

I have been in the General Contract business for 55 years and my General Contracting Company has been based in Waterford for the past 40 years providing General Contracting and Project Management services for clients, the same service Downs Construction provides as a consultant for the Oswegatchie Fire House Building Committee. In addition, I have also served as a Construction Arbitrator with the American Arbitration Association for 30 years where I resolve only construction disputes.

Recently Downs Construction has provided the Town with 3 budgets, one for a new fire house in the amount of \$12, 552,393 million dollars and to renovate, as new, the existing fire house with a conceptual estimate in the amount of \$7,935,921 million dollars which was later changed to \$11,092,735 million dollars,

No one in the past 15 years has ever asked what the cost would be to just fix the existing structural and roofing problems that have existed since the engineering report was prepared by J.M. Albaine Engineering around 2010. The work to temporarily shore us the structure was started around January of 2011 and completed in March 2011. In 2022, the same engineering firm issued a report which states that the building is the

RECEIVED FOR RECORD
WATERFORD, CT
2025 AUG -1 A 9:38
ATTEST: *[Signature]*
TOWN CLERK

same as it was 11 years ago and has not seen any further deterioration since the work was done in 2011. If this is the case the building could certainly be renovated.

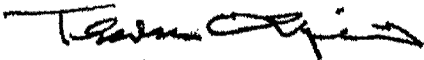
I have prepared a conceptual estimate to correct the structural and roofing problems. In doing so I have utilized some cost information provided by Downs Construction. In addition, I supplemented their cost figures based upon my years of experience.

Attached is my conceptual estimate for correcting the structural and roofing issues. In addition, we recently discovered that there is asbestos in about 2600 SF of flooring that needs to be removed or just simply encapsulate it by installing a new floor over the old. I have also included the cost of new heating and cooling system, new flooring, carpentry, drywall repairs, acoustic ceilings and painting. This added significantly to the budget; however, I felt that these items should be addressed if the building were to be renovated.

The conceptual budget for this work is: \$2,271,000

Being an elected office for many years or member of various committees for the past +/- 30 years I, long ago, decided that my company would never bid on any Town project but only volunteer my services which I have enjoyed all these years.

I believe this to be important information as you decide what action is appropriate for the Oswegatchie Fire House.



Theodore Olynciw, President

Encl:

cc: Robert Tuneski

Chris Haley

Linda Finnegan

PROJECT REQUIREMENTS	\$55,000
FINAL CLEANING	\$5,000
SELECTIVE DEMOLITION	\$52,000
STRUCTURAL STEEL	\$121,000
CARPENTRY	\$48,000.00
THERMAL & MOISTURE PRETECTION	\$24,000
SHINGLE ROOFING	\$265,000
Drywall	\$39,000
ACOUSTICAL CEILINGS	\$36,000
FLOORING & TILE	\$37,000
PAINTING	\$40,000
PLUMBING	\$34,000
HVAC	\$700,000
ELECTRICAL	\$150,000
SUBTOTAL	\$1,606,000
ARCHITECTURAL /ENGINEERING FEE	\$170,000
GENERAL CONDITIONS & STAFFING	\$280,000
GENERAL LIABILITY INSURANCE	\$15,000
GENERAL CONTRACTOR FEE	\$140,000
CONTINGENCY	\$60,000
TOTAL	\$2,271,000