

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

**AGENDA
REPRESENTATIVE TOWN MEETING
REGULAR MEETING**

Monday, February 3, 2020

7:00pm – Waterford Town Hall Auditorium

MEET
Edward A. Lopez
TOWN CLERK

2020 JAN 22 AM 8:18

RECEIVED FOR RECORD
WATERFORD, CT

- A. Pledge of Allegiance to the Flag
- B. Roll Call
- C. To consider and act upon the minutes of the December 2, 2019, Regular Meeting.
- D. Correspondence
- E. Public Comment
- F. Committee reports and referrals
- G. Appointee & Liaison updates
- H. Transaction of Business on the Call:
 - 1. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of **\$25,000** from **Capital and Non-Recurring Designated Line Item #20547-57790 – (Town Wide WIFI)**, for the Library and Police Station.
 - 2. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of **\$21,200** from **Capital and Non-Recurring Designated Line Item #20547-57809 – Core Switches and Blades.**
 - 3. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of **\$100,000** from **Capital and Non-Recurring Designated Line Item #20511-57840 – Plan of Conservation and Development.**
 - 4. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of **\$26,000** from **Line Item #205-31520 – Undesignated Fund Balance** based upon its consistency with the **Capital Improvement Plan**, to purchase real estate located at 13 Parkway Drive.

5. To consider and act upon a recommendation from the Director of the Parks and Recreation Department, Brian Flaherty, to approve an increase to the Waterford Town Beach parking fees.
6. To consider and act upon the budget schedule for the May 2020, budget hearings for Fiscal Year 2021 Budget.
7. Presentation by the Director, Neftali Soto, on the workings of the Utility Commission.
8. To consider and act upon a motion to discuss strategy and/or negotiations with respect to multiple collective bargaining units in **executive session**.
9. To consider and act upon the membership of the School Building Committee.
10. To consider and act upon **three** regular member appointments to the Ethics Commission. (Term 02/03/2020 – 02/07/2022)
11. To consider and act upon an alternate member appointment to the Ethics Commission. (Term 02/03/2020 – 02/07/2022)

I. New Business

J. Adjournment

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

C

MINUTES (AMENDED*)
REPRESENTATIVE TOWN MEETING
Regular Meeting
December 2, 2019

RECEIVED FOR RECORD
TOWN CLERK
2019 DEC 13 AM 9:49
David L. Campo

First Selectman Robert Brule, Acting Moderator, called the December 2, 2019 Regular Meeting of the Representative Town Meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Greg Attanasio, Michael Bono, Jennifer Bracciale, April Cairns, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Steven Elci, Timothy Fioravanti, Nick Gauthier, Paul Goldstein, Kathleen Kohl, David Lersch, Valerie Metivier, Richard Morgan, Richard Muckle, Liam O'Leary, Theodore Olynciw, Sally Ritchie, Michael Rocchetti, Danielle Steward-Gellinas, Robert Swansen, Baird Welch-Collins.

ABSENT: Margaret Welch.

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J Brule.

EX-OFFICIO MEMBERS ABSENT: Selectwoman Jody Nazarchyk; Selectman Elizabeth Sabilla; Chair of the Board of Finance Ronald R. Fedor; Chair of the Board of Education Gregory Benoit.

ALSO PRESENT: Town Clerk David L. Campo; Town Attorney Robert Avena; Director of Finance Kevin McNabola.

AGENDA ITEM C -- Elect a Moderator.

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

NOMINATION by Gauthier, seconded by Elci, for Susan Driscoll to serve as Moderator for a term of one year.

VOTING IN FAVOR OF DEMBEK: Attanasio, Bono, Bracciale, Cairns, Condon, Driscoll, Elci, Fioravanti, Goldstein, Kohl, Lersch, Metivier, Morgan, Muckle, O'Leary, Olynciw, Ritchie, Rocchetti, Steward-Gellinas, Swansen.

VOTED AGAINST: Gauthier.

ABSTAINED: Dembek, Welch-Collins.

AGENDA ITEM D -- October 7, 2019 Minutes & October 29, 2019 Minutes.

MOTION by Driscoll, seconded by Welch-Collins, to accept the October 7, 2019 Minutes & the October 29, 2019 Minutes.

VOTING IN FAVOR: Attanasio, Dembek, Driscoll, Elci, Goldstein, Kohl, Muckle, Olynciw, Rocchetti, Welch-Collins.

1

*Amendments: CALL ITEM 3 was moved by Olynciw and seconded by Muckle not vice versa. CALL ITEM 10 failed to note two withdrawn motions for School Building Committee. CALL ITEM 13 should not of noted an attachment.

VOTING AGAINST: None

ABSTAINED: Bono, Bracciale, Cairns, Condon, Fioravanti, Gauthier, Lersch, Metivier, Morgan, O'Leary, Ritchie, Steward-Gelinas, Swansen.

MOTION PASSED

PUBLIC COMMENT: RTM Member Ted Olynciw congratulated new members and spoke briefly about serving on the RTM.

AGENDA Item G – None

CALL ITEM 1 – Pay Schedule for Part Time Library Pages.

PRESENTATION: Human Resources Director Joyce Sauchuk; Waterford Public Library Director Roslyn Rubinstein.

MOTION by Muckle, seconded by Welch-Collins, to approve a recommendation from the Personnel Review Board to approve the Pay Schedule for Part Time Library Pages bringing wages in line with the Connecticut minimum wage increase.

VOTING IN FAVOR: Unanimous.

CALL ITEM 2 – Personnel Review Board Appointments.

MOTION by Goldstein, seconded by Cairns, to nominate Edward Murphy to serve a term of three years on the Personnel Review Board. (Term 12/01/2019 – 11/30/2022)

MOTION by Muckle, seconded by Driscoll, to nominate Rikki Wells to serve a term of three years on the Personnel Review Board. (Term 12/01/2019 – 11/30/2022)

VOTING IN FAVOR: Unanimous.

CALL ITEM 3 – Replacement Boiler for the Community Center.

PRESENTATION: Municipal Facilities Coordinator Wayne Fraser.

MOTION by Driscoll, seconded by Condon, to approve an appropriation in the amount of \$68,263 from Capital and Non-Recurring Account # 205 – 31520 Undesignated Fund Balance to fund a replacement Boiler for the Community Center.

Lengthy discussion ensued.

MOTION by Olynciw, seconded by Muckle, to move the question.

VOTING IN FAVOR: Unanimous.

VOTING IN FAVOR OF THE MOTION: Unanimous

MOTION by Driscoll, seconded by Attanasio, to designate the motion as emergency legislation.

VOTING IN FAVOR: Unanimous.

CALL ITEM 4: Fire Station Telephone System.

PRESENTATION: Chairman of the IT Committee Brett Mahoney.

MOTION by Welch-Collins, seconded by Condon, to approve an appropriation in the amount of \$55,000 from Designated Line Item #20523-57825 Fire Station Telephone System under the Capital and Non-Recurring Fund.

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

VOTING IN FAVOR: Unanimous with one member voting against. (Olynciw)

VOTING IN FAVOR OF THE MOTION: Unanimous with one member voting against. (Olynciw)

ALL ITEM 5 – Refunding of 2012 Bonds.

PRESENTATION: Director of Finance Kevin McNabola; Town Attorney Robert Avena.

MODERATOR Thomas Dembek called for the introduction of the complete resolution to be presented under item 5 of the agenda. Town Attorney Robert Avena introduced and read the following resolution: "RESOLVED, that the reading into the minutes of the text of the resolution entitled "Resolution of the Representative Town Meeting of the Town of Waterford Authorizing the Issuance of Refunding Bonds For Payment of all or a Portion of the Outstanding Principal of and Interest and any Call Premium on the Town's outstanding \$15,640,000 General Obligation Bonds, Issue of 2012, dated as of March 1, 2012, and Costs Related Thereto" is hereby waived, the full text of the resolution having been distributed to each member of the Representative Town Meeting and copies being made available to those persons attending this meeting; and that the full text of the resolution be recorded with the minutes of this meeting.

MOTION by Goldstein, seconded by Steward-Gelinas, to adopt the aforesaid resolution by the Representative Town Meeting.

ROLL CALL vote requested by the Town Clerk.

VOTING IN FAVOR: Attanasio, Bono, Bracciale, Cairns, Condon, Dembek, Driscoll, Elci, Fioravanti, Goldstein, Kohl, Lersch, Metivier, Morgan, Muckle, O'Leary, Olynciw, Ritchie, Rocchetti, Steward-Gelinas, Swansen, Welch-Collins.

RTM MEMBER Gauthier was unavailable at the time of the vote.

MOTION to waive the reading passed: 22-0

TOWN ATTORNEY Robert Avena introduced the following resolution, the complete text of which is recorded as an attachment to these minutes:

"Resolution of the Representative Town Meeting of the Town of Waterford Authorizing the Issuance of Refunding Bonds For Payment of all or a Portion of the Outstanding Principal of and Interest and any Call Premium on the Town's outstanding \$15,640,000 General Obligation Bonds, Issue of 2012, dated as of March 1, 2012, and Costs Related Thereto". (SEE ATTACHMENT)

MOTION by Muckle, seconded by Goldstein, to adopt the aforesaid resolution by the Representative Town Meeting.

ROLL CALL vote requested by the Town Clerk.

VOTING IN FAVOR: Attanasio, Bono, Bracciale, Cairns, Condon, Dembek, Driscoll, Elci, Fioravanti, Gauthier, Goldstein, Kohl, Lersch, Metivier, Morgan, Muckle, O'Leary, Olynciw, Ritchie, Rocchetti, Steward-Gelinas, Swansen, Welch-Collins.

MOTION TO APPROVE: 23-0

CALL ITEM 6 – 2020 RTM Schedule.

MOTION by Muckle, seconded by Welch-Collins, to approve the Regular Meeting Schedule as presented. (See Attachment)

VOTING IN FAVOR: Unanimous

CALL ITEM 7 – RTM Proposed Budget.

MOTION by Muckle, seconded by Welch-Collins, to approve the FY21 budget in the amount of \$19,453 and forward to the Board of Selectman for approval.

VOTING IN FAVOR: Unanimous

CALL ITEM 8 – Committee on Committees.

MODERATOR Dembek appointed the following members to serve on the Committee on Committees: Richard Muckle, Susan Driscoll, Paul Goldstein, Baird Welch-Collins, Danielle Steward-Gellinas.

MODERATOR Dembek called for a five-minute recess.

CALL ITEM 9 – Standing Committee Assignments.

MOTION by Muckle, seconded by Driscoll, to approve the Standing Committee Assignments of the RTM as presented by the Committee on Committees'. (See Attachment)

VOTING IN FAVOR: Unanimous.

CALL ITEM 10 – RTM Appointments.

MOTION by Goldstein, seconded by Rocchetti, to nominate Michael Bono to the Information Technology Committee.

MOTION by Driscoll, seconded by Ritchie, to nominate Tim Fioravanti to the Information Technology Committee.

VOTING IN FAVOR OF BOTH NOMINEES: Unanimous

MOTION by Morgan, seconded by Swansen, to nominate Paul Goldstein to the Long Range Fiscal Planning Committee.

MOTION by Muckle, seconded by Rocchetti, to nominate Timothy Condon to the Long Range Fiscal Planning Committee.

MOTION by Welch-Collins, seconded by Olynciw, to nominate Susan Driscoll to the Long Range Fiscal Planning Committee.

MOTION by Goldstein, seconded by Morgan, to nominate Richard Muckle to the Long Range Fiscal Planning Committee.

MOTION by Driscoll, seconded by Muckle, to nominate Baird Welch-Collins to the Long Range Fiscal Planning Committee.

MOTION by Driscoll, seconded by Goldstein, to reduce the RTM membership on the Long Range Fiscal Planning Committee to five.

VOTING IN FAVOR: Unanimous

VOTING IN FAVOR OF THE NOMINEES: Unanimous

MOTION by Goldstein, seconded by Swansen, to nominate Michael Bono to the School Building Committee.

MOTION by Driscoll, seconded by Attanasio, to nominate Theodore Olynciw to the School Building Committee.

DISCUSSION ensued.

NOMINATIONS were withdrawn.

MOTION by Condon, seconded by Rocchetti to table the nominations for School Building Committee until the February regular meeting of the Representative Town Meeting.

VOTING IN FAVOR: Unanimous

CALL ITEM 11 – Retirement Commission Vacancies.

MOTION by Welch-Collins, seconded by Ritchie to nominate Susan Driscoll to the Retirement Commission. (Term 01/01/2020 – 12/31/2020)

MOTION by Steward-Gelinas, seconded by Swansen to nominate Richard Muckle to the Retirement Commission. (Term 01/01/2020 – 12/31/2020)

VOTING IN FAVOR OF BOTH NOMINEES: Unanimous

CALL ITEM 12 – Social Services Grants Review Board

MOTION by Muckle, seconded by Goldstein, to nominate Danielle Steward Gelinas to the Social Services Grants Review Board. (Term 12/02/2019 – 12/07/2020)

MOTION by Driscoll, seconded by Welch-Collins to nominate Sally Ritchie to the Social Services Grants Review Board. (Term 12/02/2019 – 12/07/2020)

VOTING IN FAVOR OF BOTH NOMINEES: Unanimous

CALL ITEM 13 – Liaisons to other Elected Boards.

MOTION by Muckle, seconded by Welch-Collins, to pass over without action.

VOTING IN FAVOR: Unanimous.

NEW BUSINESS:

MOTION by Driscoll, seconded by Welch-Collins, to appoint Gregory Attanasio to the Municipal Complex Building Committee to replace Elizabeth Sabilia.

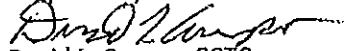
VOTING IN FAVOR: Unanimous.

REQUEST from Susan Driscoll to follow up on a request to have the Director of Public Works arrange to have a public forum on recycling presented by SCRRRA.

REQUEST from Danielle Steward-Gelinas and others members to have the Town Clerk research making town email addresses available to RTM members.

MOTION by Muckle, seconded by Welch-Collins, to adjourn at 9:38 P.M.

Respectfully Submitted,



David L. Campo, CCTC

Town Clerk

**RESOLUTION OF THE REPRESENTATIVE TOWN MEETING
OF THE TOWN OF WATERFORD**

AUTHORIZING THE ISSUANCE OF REFUNDING BONDS FOR PAYMENT OF ALL OR A PORTION OF THE OUTSTANDING PRINCIPAL OF AND INTEREST AND ANY CALL PREMIUM ON THE TOWN'S OUTSTANDING \$15,640,000 GENERAL OBLIGATION BONDS, ISSUE OF 2012, DATED AS OF MARCH 1, 2012, AND COSTS RELATED THERETO

RESOLVED,

(a) That the Town of Waterford issue its refunding bonds, in an amount not to exceed ELEVEN MILLION DOLLARS (\$11,000,000), the proceeds of which are hereby appropriated: (1) to fund one or more escrows, and to apply the balance held in such escrows, together with the investment earnings thereon, to the payment in whole or in part, as to be determined by the First Selectman and the Director of Finance of the Town, of the outstanding principal of and interest and any call premium on the Town's \$15,640,000 General Obligation Bonds, Issue of 2012, dated as of March 1, 2012 (consisting at original issue of \$15,640,000 School Bonds), and Costs Related Thereto including the payment of interest accrued on said bonds to the date of payment, and (2) to pay costs of issuance of the refunding bonds authorized hereby, including legal fees, consultants' fees, trustee or escrow agent fees, underwriters' fees, bond insurance premiums, net interest and other financing costs and other costs related to the payment of the outstanding bonds described above. The refunding bonds shall be issued pursuant to Section 7-370c of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(b) That the First Selectman and the Director of Finance of the Town shall sign the bonds by their manual or facsimile signatures. The First Selectman and the Director of Finance are authorized to determine the bonds to be redeemed and the amount, date, interest rates, maturities, redemption provisions, form and other details of the refunding bonds; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds and escrow agent with respect to the refunding escrow or escrows to be funded with proceeds of the bonds; to provide for the keeping of a record of the bonds; to sell the bonds at public or private sale; to deliver the bonds; and to perform all other acts which are necessary or appropriate to issue the bonds.

(c) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the refunding may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) 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 above for the refunding. The First Selectman and the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain

the continued exemption from federal income taxation of interest on the bonds 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.

(d) That the First Selectman and the Director of Finance are authorized to make representations and enter into written agreements for the benefit of holders of the bonds to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds.

(e) That the Representative Town Meeting, the First Selectman, the Director of Finance and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to enable the Town to effectuate the refunding of all or a portion of the Town's outstanding \$15,640,000 General Obligation Bonds, Issue of 2012, dated as of March 1, 2012, and to issue refunding bonds authorized hereby for such purposes, including, but not limited to, the entrance into agreements on behalf of the Town with underwriters, trustees, escrow agents, bond insurers and others to facilitate the issuance of the refunding bonds, the escrow of the proceeds thereof and investment earnings thereon, and the payment of the outstanding bonds in whole or in part.

(f) That the above authorization to issue refunding bonds shall lapse on December 31, 2020.

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

**REPRESENTATIVE TOWN MEETING
*2020 REGULAR MEETING SCHEDULE
7:00pm – Waterford Town Hall Auditorium**

February 3, 2020

April 6, 2020

May 4, 5, 6, and 7, 2020 (FY21 Annual Budget Meeting)

June 1, 2020

August 3, 2020

October 5, 2020

December 7, 2020 (Annual Meeting)

*Unofficial, pending approval at the December 2, 2019 meeting of the RTM.

RECEIVED FPD RECORDS
WATERFORD, CT
2019 NOV 15 AM 11:27
TOWN CLERK

2019-2021 RTM Member Committee Assignments/Appointments

Committee on Committees

Moderator appoints at first annual meeting; minimum of 5 members; all 4 districts covered

(3) Majority Leader--Muckle

(3) Minority Leader--Driscoll

() Goldstein

() Welch-Collins

() Steward-Gelinas

RTM Standing Committees (for duration of current RTM term)

Prepared by Majority and Minority Leader; endorsed by Committee on Committees; approved by RTM at first annual meeting. Every member must serve on at least one standing committee; minimum of 3 members; simple majority. Moderator serves as ex-officio member of every committee.

Legislation & Administration

R Steward-Gelinas

R Morgan

R Swansen

D Fioravanti

D Driscoll

Public Health, Recreation & Environment

R Bracciale

R Swansen

R Cairns

D Elci

D Gauthier

Public Works, Planning & Development

R Rocchetti

R O'Leary

R Bono

D Olynciw

D Welch

Education

R Rocchetti

R Metivier

R Steward-Gelinas

D Attanasio

D Ritchie

Finance, Wage & Personnel

R O'Leary

R Lersch

R Goldstein

D Driscoll

D Kohl

Public Protection & Safety

R Condon

R Muckle

R Cairns

D Driscoll

D Welch-Collins

MODERATOR'S REPORT

Representative Town Meeting

February 3, 2020

Matters Currently in Standing Committees

LEGISLATION & ADMINISTRATION

EDUCATION

Restoration/Use of the Nevin's Cottage, RTC 08-06-18

FINANCE, WAGE & PERSONNEL

PUBLIC HEALTH, RECREATION & ENVIRONMENT

PUBLIC PROTECTION & SAFETY

Review of Fire Services, RTC 04-02-18

Review/Enactment of a Stipend Program for Volunteer Firefighters, RTC 10-07-19

PUBLIC WORKS, PLANNING & DEVELOPMENT

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

1

January 9, 2020

Mr. Thomas Dembek, Moderator
Representative Town Meeting
15 Rope Ferry Road
Waterford, CT 06385

RECEIVED FOR RECORD
WATERFORD CT
2020 JAN -9 PM 2:51
TOWN CLERK

Dear Moderator Dembek:

At the meeting of the Board of Finance held, Wednesday, January 8, 2020, it was voted to recommend to the Representative Town Meeting, an appropriation in the amount of **\$25,000.00 from the Capital and Non-Recurring designated LI# 20547-57790 – (Town Wide Wifi) for the Library and Police Station.**

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

Respectfully submitted,

Ronald R. Fedor, mmmt

Ronald R. Fedor, Chairman
Board of Finance

RRF:mmmt

3a+3b.



FIFTEEN ROPE FERRY ROAD

WATERFORD, CT 06385-2886

12/13/2019

First Selectman Rob Brule
15 Rope Ferry Road
Waterford, Connecticut
06385

First Selectman Brule –

I am requesting the following items are moved from Capital non-recurring to current year capital so that the projects may be started.

1. Town wide WiFi - Library and Police, the final phase of a three year project), \$25,000 currently in line item 20547-57790.
2. Core Switches and blades, the final phase of a two year project, \$21,200 currently in line item 20547-57809.

Should you have any questions please let me know.

Regards,

Brett Mahoney
Chairman, Town IT Committee

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY

Waterford IT Committee

CONTACT PERSON

Brett Mahoney, IT Chair

PROJECT NAME

Town wide WiFi

DEPARTMENT PRIORITY

4

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

The Town-wide WiFi upgrade allows for each municipal building to have a networked, robust WiFi system in place. Each building would have a municipal workers "side" and a public "side" of the WiFi system, allowing for maximum efficiency for both phases of the operation. The library and police department, intended to be the last phase of a three phase implementation were put off last year to save money, they are requested again this year. There are two quotes attached and an additional \$5,000 was added for wiring and electrical needs.

2 PROJECT STATUS IF IN PROGRESS

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

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

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

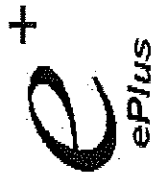
6 ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)

See attached quote

7 COST/FUNDING SOURCE

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2020	FY2021	FY2022	FY2023	FY2024
1	Current Year Capital						
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR		25,000				
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS		0 25,000	0	0	0	0

Quote Name: Contract CT-CISCO-12PSX0431



Quotation

Bill To
TOWN OF WATERFORD 15 ROPE FERRY ROAD WATERFORD CT 06385 UNITED STATES ATTN: ACCOUNTS PAYABLE

Ship To
TOWN OF WATERFORD 20 Rope Ferry Road Attn: Ed Crane PLEASURE BEACH CT 06385 UNITED STATES Ed Crane

Quotation #:	22289340
Order #:	
Quotation Date:	11/20/2018
Expiration Date:	12/20/2018
Client Reference:	
Account Rep:	Steve Plante

Line No.	Quantity	Part Number	MFG	Description	Unit Price	Ext Price
001	18	MR42-HW	CISCO	MR42 CLOUD MANAGED AP	587.96	10,583.28
002	18	LIC-ENT-5YR	CISCO	MERAKI MR ENT CLOUD CTRL LIC 5YR	240.75	4,333.50

By placing an order with ePlus for products or services you agree to comply with the Terms and Conditions for Purchasing Products and Services located at <http://www.eplus.com/terms-and-conditions/Pages/Products-Services-Terms-and-Conditions.aspx> (the "Order Terms"). Unless there is a separate written agreement signed on behalf of both you and ePlus, the Order Terms shall be the only terms and conditions applicable to transactions between you and ePlus, and no additional or contrary terms referenced in a purchase order, document, or electronic communication shall apply. In no event shall ePlus performance under a purchase order be deemed to constitute acceptance of any terms and conditions set forth therein.

Thank you for your inquiry. Recent US govt tariffs assessed to Chinese imports are causing price increases for many IT products, with little or no notice, and beyond ePlus' control. As a result, this quote is subject to change without notice, even before the expiration date reflected above. Please confirm pricing prior to order placement. Unless freight amount is indicated, or is zero, freight will be added to the invoice. Unless Bill-To company is exempt from Sales Tax, it will be added to the invoice. Extended Warranties and Professional Services are available.

Customer Acceptance

Signature: _____	Date: _____
Name: _____	PO #: _____
Title: _____	Ship Via: _____
This quotation is confidential for your internal use only.	
This is a solicitation for an offer and is subject to credit approval. No contract is formed unless a purchase order or other offer is received AND ACCEPTED BY OUR OFFICE. If you intend to have your chosen leasing company pay the costs directly, please note that if the Lessor does not pay ePlus for any reason, you will be responsible for payment to ePlus.	

To Place An Order, Please Contact:

ePlus Technology Inc	
Sales: Ed Howard	
Phone: 603-263-3512	
Fax: 603-263-3590	
Email: ehoward@eplus.com	
Address: 2 Commerce Drive - Bedford, NH 03110	
Note: THANK YOU FOR YOUR BUSINESS!	
Sub Total (USD):	14,916.78
Tax (USD):	0.00
Shp&Hnd (USD):	0.00
Total (USD):	14,916.78

Quote

Consolidated Computing, Inc
380 Morehouse Road
Easton, CT 06612
203-268-3455

CONSOLIDATED
COMPUTING, INC.
"Doing More with Less Infrastructure"

Date	Quote #
11/21/2018	6936

Name / Address
Town of Waterford Attn: Accounts Payable 15 Rope Ferry Rd Waterford, CT 06385

Ship To
Town of Waterford Attn: Ed Crane 15 Rope Ferry Rd Waterford, CT 06385

Pricing valid for 30 days from
estimate date

Terms: Due upon receipt

Item	Description	Qty	Price per ...	Total
WS-C2960X-24PD-L	Catalyst 2960-X 24 GigE PoE 370W, 2 x 10G SFP+, LAN Base Sales Tax Non Taxable - Exempt	2	2,391.215 0.00%	4,782.43T 0.00
If you have any questions please contact: Don Hanson 203-268-3455 donhanson@consolidatedcomputing.com			Total	\$4,782.43

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

2

January 9, 2020

Mr. Thomas Dembek, Moderator
Representative Town Meeting
15 Rope Ferry Road
Waterford, CT 06385

Dear Moderator Dembek:

At the meeting of the Board of Finance held, Wednesday, January 8, 2020, it was voted to recommend to the Representative Town Meeting, an appropriation in the amount of **\$21,200.00** from the **Capital and Non-Recurring** designated LI# 20547-57809 – Core Switches and Blades.

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

Respectfully submitted,

Ronald Fedor mmt

Ronald R. Fedor, Chairman
Board of Finance

RRF:mmmt

RECEIVED FOR RECORD
TOWN CLERK
2020 JAN -9 PM 2:51
Ronald R. Fedor
TOWN CLERK

3a+3b.



FIFTEEN ROPE FERRY ROAD

WATERFORD, CT 06385-2886

12/13/2019

First Selectman Rob Brule
15 Rope Ferry Road
Waterford, Connecticut
06385

First Selectman Brule –

I am requesting the following items are moved from Capital non-recurring to current year capital so that the projects may be started.

1. Town wide WiFi - Library and Police, the final phase of a three year project, \$25,000 currently in line item 20547-57790.
2. Core Switches and blades, the final phase of a two year project, \$21,200 currently in line item 20547-57809.

Should you have any questions please let me know.

Regards,

Brett Mahoney
Chairman, Town IT Committee

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY

Waterford IT Committee

CONTACT PERSON

Brett Mahoney, IT Chair

PROJECT NAME

CORE SWITCHES AND BLADES - EOC/TOWN HALL

DEPARTMENT PRIORITY

5

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

Networking equipment that ties the Town's network together. Without the equipment, the network is not functional. The current equipment is located at Town Hall and the EOC and were approximately 10 years old and were used (BOE turnover) when installed. The switches were from Clark Lane Middle School and Waterford High School. One switch was being replaced in FY18 and the other in FY19, this request is to double them for redundancy in FY 20. Switch technology has changed and the cost has gone down, as the switches and blades are now encapsulated in one unit (original 2020 request was for 27,200 in Capital).

2 PROJECT STATUS IF IN PROGRESS

2/3 year project

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

All Town Departments are impacted

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

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

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

See attached quote

7 COST/FUNDING SOURCE

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2020	FY2021	FY2022	FY2023	FY2024
1	Current Year Capital		21,200				
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR	24,300					
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	24,300	21,200	0	0	0	0

Quote

Consolidated Computing, Inc
380 Morehouse Road
Easton, CT 06612
203-268-3455

CONSOLIDATED
COMPUTING, INC.
"Doing More with Less Infrastructure"

Date	Quote #
11/21/2018	6934

Name / Address
Town of Waterford Attn: Accounts Payable 15 Rope Ferry Rd Waterford, CT 06385

Ship To
Town of Waterford Attn: Ed Crane 15 Rope Ferry Rd Waterford, CT 06385

Pricing valid for 30 days from
estimate date

Terms: Due upon receipt

Item	Description	Qty	Price per ...	Total
C9300-48P-E	Catalyst 9300 48-port PoE+, Network Essentials	2	5,552.11	11,104.22T
CON-SSSNT-C93004PE	SOLN SUPP 8X5XNBD Catalyst 9300 48-port PoE+, Network Esse	2	726.80	1,453.60T
C9300-NW-E-48	C9300 Network Essentials, 48-port license	2	0.00	0.00T
S9300UK9-168	UNIVERSAL	2	0.00	0.00T
PWR-C1-715WAC	715W AC Config 1 Power Supply	2	0.00	0.00T
CAB-TA-NA	North America AC Type A Power Cable	2	0.00	0.00T
PWR-C1-1100WAC/2	1100W AC Config 1 Secondary Power Supply	2	1,265.725	2,531.45T
C9300-NW-E-48	C9300 Network Essentials, 48-port license	2	0.00	0.00T
C9300-DNA-E-48-3Y	C9300 DNA Essentials, 48-port - 3 Year Term License	2	719.465	1,438.93T
CAB-SPWR-30CM	Catalyst Stack Power Cable 30 CM	4	61.03	244.12T
C9300-NM-8X	Catalyst 9300 8 x 10GE Network Module	2	1,638.07	3,276.14T
GLC-SX-MMD=	CISCO 1000BASE-SX SFP XCVR MOD MMF 850NM	2	334.035	668.07T
STACK-T1-50CM=	Cisco StackWise 480 - stacking cable - 1.6 ft	4	97.4875	389.95T
N318-06M	6M Duplex Multimode 62.5/125 Fiber Optic Patch Cable LC/ST 20ft 6 Meter	2	13.465	26.93T
	Sales Tax Non Taxable - Exempt		0.00%	0.00
If you have any questions please contact: Don Hanson 203-268-3455 donhanson@consolidatedcomputing.com		Total		
		\$21,133.41		

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

3

December 12, 2019

Mr. Thomas Dembek, Moderator
Representative Town Meeting
15 Rope Ferry Road
Waterford, CT 06385

Dear Moderator Dembek:

At a meeting of the Board of Finance held, Wednesday, December 11, 2019, it was voted to recommend to the Representative Town Meeting an appropriation in the amount of \$100,000 from **Capital and Non-Recurring Designated Line Item #20511-57840 Plan of Conservation and Development**. Every ten years Connecticut municipalities are required to update their POCD's. Waterford's last comprehensive update was in 2012. An update is required by 2022.

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

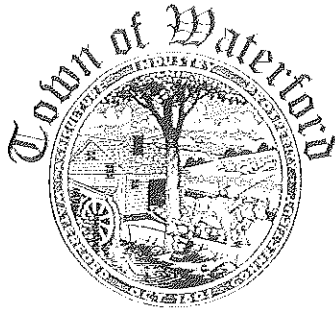
Sincerely,

Ronald Fedor, Chairman
Board of Finance

RF:mtm

RECEIVED FOR RECORD
WATERFORD, CT
2019 DEC 13 PM 2:30
TOWN CLERK

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

November 20, 2019

Mr. Ronald Fedor
Chairman
Board of Finance
15 Rope Ferry Road
Waterford, CT 06385

RE: Planning Department appropriation request

Dear Chairman Fedor,

The Board of Selectmen, at their meeting on Tuesday, November 19, 2019 voted to approve the following request:

Planning Department: To consider and act on a request from, Abby Piersall, Director, for an appropriation in the amount of **\$100,000** from Capital and Non-recurring designated line **#20511-57840– Plan of Conservation Development**, and forward onto the Board of Finance as required.

Therefore, I respectfully request that you consider and act on this request.

Sincerely,

Robert J. Brule
First Selectman

8 2 5 20
FIFTEEN ROPE FERRY ROAD



7.
WATERFORD, CT 06385-2886

DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Daniel Steward, First Selectman

FROM: Abby Y. Piersall, AICP, Planning Director

DATE: November 13, 2019

TITLE: Request an appropriation in the amount of \$100,000 from Capital and Non-Recurring Designated Line 20511-57840 for the Plan of Preservation and Conservation Development (POCD) update.

This request is to appropriate \$100,000 which was designated in the FY2020 CNR line 20511-57840. The appropriation is necessary to allow the Planning & Zoning Commission to move forward with the Plan of Preservation and Conservation Development (POCD) update. Once funds are appropriated the commission will establish a committee to work on the project and proceed with bidding the work. Enclosed you will find supporting documentation submitted during the FY2020 Capital Budget Review that describes the project in greater detail.

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM**

DEPARTMENT/AGENCY Planning and Zoning Commission	CONTACT PERSON Abby Piersall, Planning Director
PROJECT NAME Plan of Conservation, Preservation and Development Update	DEPARTMENT PRIORITY 1

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

This request is to fund an update to Waterford's Plan of Conservation, Preservation and Development (POCD) as required by CGS Chapter 126 §8-23. Every 10 years, Connecticut municipalities are required to update their POCDs. Waterford's last comprehensive update was in 2012. An update is required by 2022. A survey of other CT towns that recently completed or have funded POCD updates was conducted. Budgets for scopes of work similar to Waterford's project ranged from \$80,000 to \$140,000. Most communities spent close to \$100,000 on their updates. \$100,000 is requested to ensure that the 2022 update includes significant public outreach and a comprehensive review of Waterford's priorities for future growth.

2. PROJECT STATUS IN PROGRESS

Not started.

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

N/A

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

N/A

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

N/A

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

See attached memorandum.

7. COST/FUNDING SOURCE							
	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2020	FY2021	FY2022	FY2023	FY2024
1	Current Year Capital		100,000				
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR						
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS		0	100,000	0	0	0

FIFTEEN ROPE FERRY ROAD.



WATERFORD, CT 06385-2886.

DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Daniel Steward, First Selectman

FROM: Abby V. Piersall, AICP, Planning Director

DATE: September 27, 2018

TITLE: Capital Improvement Program Funding Request for Comprehensive Update to the Waterford Plan of Conservation, Preservation and Development

This request is to fund an update to Waterford's Plan of Conservation, Preservation and Development (POCD) as required by CGS Chapter 126 §8-23. Every 10 years, Connecticut municipalities are required to update their POCDs. Waterford's last comprehensive update was in 2012. An update is required by 2022.

Staff recommends allowing 14-18 months to develop the POCD update. This timeframe allows adequate time for data analysis, synthesis of studies completed in the last ten years, meaningful public participation, development of measurable goals and objectives, and revisions before presenting a final plan for adoption. Having funding available in FY20 would allow staff to manage the update process and prepare for adoption in late 2021.

The anticipated timeframe for this update is as follows:

- CIP funds become available July 1, 2019;
- Summer-Fall 2019: Establish committee to guide POCD update process.
- February 2020: Develop RFP for consulting services.
- April 2020: Advertise RFP.
- May-June 2020: Select Consultant and award contract.
- July 2020: Begin work.
- February 2021: Finalize draft plans and distribute for review.
- March-June 2021: Final plan revision.
- Fall 2021: Adoption.

This schedule affords the town adequate time to develop the best possible product. The POCD is the guiding plan for land use decisions throughout town. Regulations, development, grants, and special projects are all evaluated based on how they conform to the POCD. Our current POCD outlines a vision and goals to balance development, environmental protection, and community character. The POCD

update provides an opportunity to evaluate our progress and to provide a path to meet a range of development and conservation goals. The quality of the POCD and the specificity of the goals and objectives is a critical component to proactively preserving town resources and realizing a future vision for the Town. Important goals of the POCD update include developing recommendations and methods to implement a more robust economic development program, addressing housing needs, reviewing open space and conservation opportunities, and continuing to address resiliency.

Staff is requesting \$100,000 to complete this plan. This estimate is based on a survey conducted in August of 2018 through the CT Planning Professionals Listserv. Seven communities responded to a request to share the scope of work and cost of recent POCD updates. Six of the communities responded with costs ranging from \$80,000 to \$140,000. Towns responding included Plainville, Woodbury, Canton, Stonington, Simsbury, and Branford. The City of Groton estimated \$39,000, however the City's scope of work involved less public outreach and fiscal impact analysis than is anticipated for Waterford's project. Towns completing comprehensive revisions generally spent \$100,000.

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

4

January 22, 2020

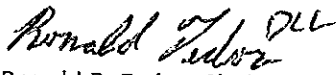
Mr. Thomas Dembek, Moderator
Representative Town Meeting
15 Rope Ferry Road
Waterford, CT 06385

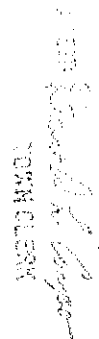
Dear Moderator Dembek:

At the meeting of the Board of Finance held Tuesday, January 21, 2020, it was voted to recommend to the Representative Town Meeting, an appropriation in the amount of \$26,000 from Line Item #205-31520 – Undesignated Fund balance, to purchase real estate located at 13 Parkway Drive, based upon its consistency with the Capital Improvement Plan.

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

Respectfully Submitted,


Ronald R. Fedor, Chair
Board of Finance

RECEIVED FOR RECORD
WATERFORD, CT
2020 JAN 22 AM 10:06

TOWN CLERK

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

MINUTES
BOARD OF FINANCE
Special Meeting
January 21, 2020

The January 21, 2020, Special Meeting of the Board of Finance was called to order by Chair Ronald Fedor at 5:30 P.M.

AGENDA ITEM 1 - Pledge of Allegiance

AGENDA ITEM 2 – Establishment of a quorum.

PRESENT: Ronald Fedor, Mark Geer Jr., Glenn Patterson, Kevin Petchark, John W. Sheehan.

ABSENT: Kevin Reardon

ALSO PRESENT: Robert Brule, First Selectman; Thomas Dembek, RTM Moderator; Robert Avena, Town Attorney; Donald E. Gray Jr., Interim Director of Finance.

AGENDA ITEM 3 – Board of Finance Vacancy

MOTION by Petchark, seconded by Sheehan, to nominate Talivaldis Maidelis to fill the vacancy on the Board of Finance left by the resignation of James Reid until the next municipal election. (November 2, 2021)

VOTING IN FAVOR: Unanimous.

AGENDA ITEM 4 – Swearing in of Talivaldis Maidelis.

Town Clerk, David L. Campo, swore in Talivaldis Maidelis as a member of the Board of Finance.

AGENDA ITEM 5 – Purchase of property at 13 Parkway Drive.

PRESENTATION: Robert Avena, Town Attorney.

MOTION by Sheehan, seconded by Geer, to approve request from the Board of Selectman to purchase real estate located at 13 Parkway Drive and appropriate \$26,000 from Line Item #205-31520 –

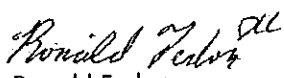
Undesignated Fund Balance, based upon its consistency with the Capital Improvement Plan and forward to the Representative Town Meeting as required

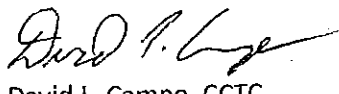
VOTING IN FAVOR: Unanimous..

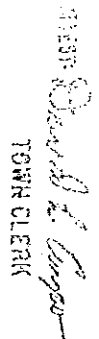
MOTION by Sheehan, seconded by Patterson, to adjourn at 5:41 P.M.

VOTING IN FAVOR: Unanimous.

Respectfully Submitted,


Ronald Fedor
Chair


David L. Campo, CCTC
Town Clerk

RECEIVED FOR RECORD
WATERFORD, CT
2020 JAN 22 AM 10:06

TOWN CLERK

**MINUTES
BOARD OF SELECTMEN
Regular Meeting
Tuesday, January 21, 2020 5:00pm
Waterford Town Hall**

RECEIVED FOR RECORD
WATERFORD, CT
2020 JAN 22 AM 9:44
TOWN CLERK

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

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

Staff Present: Interim Finance Director, Don Gray.

1. **Call to order.** First Selectman Brule called the meeting to order at 5:00 pm.

2. **Public Comment:**

3. **Selectman's Office:**

3a. To consider and act on a proposal to purchase real estate located at 13 Parkway Drive for recreation and open space purposes and appropriate \$26,000 for said purchase from Line Item # 205-31520 Undesignated Fund Balance, based upon its consistency with the Capital Improvement Plan and move forward to the Board of Finance as required.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

3b. **Acceptance of Parkway South**

To consider and act on a proposal from the State of Connecticut Department of Transportation to convey and the Town of Waterford accept six (6) parcels that are known as Waterford Parkway South and to authorize First Selectman, Robert Brule to sign, on the Town's behalf, subject to approval by Town Attorney as to content and form and to move forward to the RTM as required.

Town Attorney Avena updated the board on information still needed from the State and recommended postponement of action until next regular meeting.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to table the request until the February 4, 2020 regular meeting. **VOTE: 3-0**

4. Emergency Management: To consider and act on the following resolution required for the Regional Emergency Planning Team (REPT) Funding through the 2019 Homeland Security Grant Program:

RESOLVED, that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Robert J. Brule as First Selectman of the Town of Waterford is authorized and directed to execute and deliver any and all documents on behalf of the Town of Waterford, CT and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

5. Appointments and Resignations:

5a. Appointment: To consider and act on the appointment to Donald Gray as Interim Finance Director of the Town of Waterford effective immediately.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

6. Disposition of Town Property (Ordinance, Chapter 2.112.020):

7: Tax Collector: To consider and act on a request from Alan Wilensky, Tax Collector for the following out of series transfer and forward onto the Board of Finance as required:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10106-51210	Clerical/Technical	\$500	
10106-54060	Office Equipment		\$500

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

8. New Business:

9. Correspondence:

9a. Letter from Joshua Steele Kelly resigning from the Conservation Commission effective 1/31/2020.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

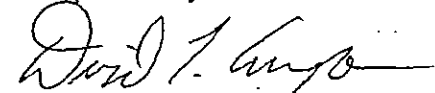
10. Consent Agenda:

10.a. Tax Refunds - none

10.b. Meeting Minutes: 1-7-2020 meeting - approved

11. There being no further business to come before the Board, and upon a motion made by Ms. Sabilia and seconded by Ms. Nazarchyk, the Meeting of the Board of Selectmen was adjourned at 5:24 pm.

Respectfully submitted,



David L. Campo
Recording Secretary

CONTRACT OF SALE

CONTRACT OF SALE, made this 17th day of December, 2019, between Carol Caulfield and the Estate of Joseph C. Caulfield, of Waterford, Connecticut 06385, hereinafter throughout described as the SELLER, and the TOWN OF WATERFORD, a municipal corporation located in the County of New London, State of Connecticut, acting hereby by Robert J. Brule, its First Selectman, hereinafter throughout described as the BUYER,

W I T N E S S E T H:

THAT the Seller agrees to sell and convey upon the conditions herein, and the Buyer agrees to purchase, all that certain real property, hereinafter referred to as the premises, known as 13 Parkway Drive, Property ID #2443195, Waterford, Connecticut, as more particularly described on Schedule "A" attached hereto.

1. CONSIDERATION

The purchase price is Twenty Five Thousand and No/100 Dollars (\$25,000.00):	<u>\$25,000.00</u>
--	--------------------

A. Upon the signing of this contract by both Seller and Buyer, a deposit of Five Hundred and No/100 Dollars (\$500.00) to be held by Partner Network Real Estate, real estate agent for Seller;	\$500.00
---	----------

B. By bank check or money draft at the time of the delivery of the deed, as hereinafter provided Twenty Four Thousand Five Hundred and No/100 Dollars (\$24,500.00); balance	\$24,500.00
--	-------------

TOTAL PRICE:	<u>\$25,000.00</u>
--------------	--------------------

2. CONDITIONS PRECEDENT TO PERFORMANCE

The Buyer's obligations to purchase the Premises is conditioned upon the Buyer obtaining the following reviews and approvals which shall be regarded as conditions precedent to performance:

A. The Buyer must obtain approvals from the Waterford Board of Finance, Board of Selectmen, Representative Town Meeting and Planning and Zoning Commission.

B. Upon execution of this agreement, the Buyer will immediately seek said approvals, and in the event the Buyer is unable to receive said approvals on or before February 15, 2020, this agreement shall terminate, the deposit shall be returned to the Buyer, and thereafter, the parties shall have no further obligations to each other under the terms of this agreement.

C. Probate Court approval.

3. DEED

The deed of conveyance shall be a full covenant Connecticut Warranty Deed and Executor's Deed, and shall be duly executed and acknowledged by the Seller, conveying all title in and to said premises. The Buyer shall be responsible for any expenses of recording said Deed.

4. ADJUSTMENTS

Taxes, assessments and other municipal charges and similar charges, shall be apportioned in the manner customarily used in the

town where the premises are located as of the date of the delivery of the deed as herein provided. If delivery of said deed shall take place before any tax, assessment, or rate is determined, the last determined tax, assessment or rate shall be used for the purpose of apportionment.

5. RISK OF LOSS

The risk of loss or damage to the premises until the time of the delivery of the deed is assumed by the Seller. In the event that such loss or damage does occur prior to the delivery of the deed, the Seller shall be allowed a reasonable time thereafter, not to exceed thirty (30) days after the date for the delivery of the deed hereunder, within which to repair or replace such loss or damage. In the event the Seller does not repair or replace such loss or damage within said time, the Buyer shall have the option:

A. of terminating this Contract in which event all sums paid on account hereof, or advanced costs, if any, are in fact incurred by the Buyer, shall be paid to the Buyer without interest thereon. Upon receipt of such payments this Contract shall terminate and become null and void and all further claims and obligations between the parties hereto, by reason of this Contract, shall thereupon be released and discharged;

B. of accepting a deed conveying said premises in accordance with all the other provisions of this Contract, upon payment of the aforesaid purchase price and of receiving the benefit of all

insurance monies recovered or to be recovered on account of such loss or damage, less the amount of any monies actually expended by the Seller on said repairs.

Written notice of Buyer's exercise of either of these options shall be given by the Buyer to the Seller by mail, directed to the Seller at his address as hereinbefore written, within five (5) days after the expiration of the time provided hereunder for Seller to repair or replace the loss or damage.

6. TITLE

If, upon the date of closing of title as hereinafter provided, the Seller shall be unable to convey to the Buyer a good and marketable title to the premises, subject only as aforesaid, the Seller shall have a further period of thirty (30) days within which to perfect title. It is mutually understood and agreed that no matter shall be construed as an encumbrance or defect in title so long as such matter is not construed as an encumbrance or defect under the Standards of Title of the Connecticut Bar Association, where applicable, or where a policy of title insurance can be obtained at Buyer's expense at no additional premium without any exception for the presumed title defect. If, at the end of said period, Seller is still unable to convey good and marketable title to the premises subject only as aforesaid, the Buyer may elect to accept such title as the Seller can convey upon the payment of the purchase price as aforesaid, or may refuse to accept the deed of

conveyance. Upon such refusal all sums paid on account hereof, together with the reasonable fees for the examination of the title to the premises, if any are in fact incurred by the Buyer, shall be paid to Buyer. Upon receipt of such payments this Contract shall terminate and become null and void and all further claims and obligations between parties hereto, by reason of this Contract, shall thereupon be released and discharged.

7. REPRESENTATION

Seller represents, in order to induct Buyer to enter into this Contract, unless otherwise stated, at the time of closing of title that:

A. There shall exist no violations of any governmental rules, regulations or limitations, including provisions of any ordinance, municipal regulation, including planning and zoning and applicable building and/or health codes, or public or private law, relating to the premises being conveyed herein, including any building, appurtenances, fixture or system located thereon.

B. There shall exist no violations of any restriction, covenant, agreement or condition affecting the premises being conveyed, as provided herein.

C. Seller is record owner in fee simple of the premises being conveyed herein.

D. There are no municipal or state assessments imposed on said premises, and there have been no municipal improvements made

for which an assessment has been or will be levied, except as specifically set forth herein.

E. There are no current pending or threatened administrative or legal actions against the Seller under any hazardous waste, pollution, or other environmental law or regulation and that the Seller has not received any notice from any state, federal or local governmental authority to the effect that it may not be in full compliance with any hazardous waste, pollution or other environmental law or regulation. Seller further represents that there are no hazardous or toxic substances on the subject property.

8. CLOSING

The closing shall be held ten (10) days after the expiration of any appeal periods for all of the town reviews and approvals required and Probate Court approval and take place at the offices of Avena & Kepple, LLC, 20 South Anguilla Road, Pawcatuck, Connecticut, or at such other place or time as may be mutually agreed upon by the parties hereto upon payment of the aforesaid purchase price, but no later than February 25, 2020, without the written consent of both parties.

9. DEFAULT

In the event the Buyer is in default by reason of failure or refusal to comply with any of the terms of the Contract, the Seller may cancel this Contract and retain all payments paid to the escrow

agent as liquidated damages to compensate the Seller for actual reasonable attorney's fees, miscellaneous costs incidental to the sale, loss of time in securing a Buyer and for other cause and damages incapable of exact determination such as, but not limited to, expenses incurred in the continued maintenance of the property, taxes, interest and insurance, damages incorrect in the removal of the property from the real estate market during the period of this Contract, inconvenience of relisting the Premises for sale, additional legal fees, and loss of interest income on the balance of the purchase price and/or enforcement of this contract according to law or equity.

If the Seller shall default, the Buyer may enforce this Contract according to law or equity, except that the Seller's failure to perform as a result of title defects and/or loss or damage to the property prior to closing shall be governed by the provisions of Paragraphs 5 and 6 of this Contract.

10. COMPLIANCE

The delivery of the deed and closing of title shall constitute full compliance by the Seller with all of the terms, covenants, conditions and representations contained herein or connected with this transaction, with the exception of the warranties and covenants of the warranty deed and any other obligations expressly stated herein to survive the delivery of the deed.

11. ENVIRONMENTAL STUDY

Seller shall provide Buyer with all environmental studies and tests performed in his possession on said premises for any contamination, spill, or leak, within two (2) weeks of the date of both parties signing this agreement. As used herein, the term "waste material" shall mean any "solid waste," "hazardous waste," or "hazardous substance," as such terms are defined by the Resource Conservation and Recovery Act of 1980, as amended, the Comprehensive Environmental Response Compensation and Liability Act of 1980, as amended, or any other federal, state or municipal law, regulations, or guideline; tort, contract or common law; any mixture of sewerage or other waste material that passes through a sewerage system to a treatment facility.

Buyer reserves the right to further inspect and conduct additional studies and testing on the premises during the period prior to closing. If any waste material is discovered in, on, or beneath the real property as a result of said testing and inspection, Buyer may, by written notice given to Seller or Seller's attorney, elect to terminate this Agreement or perform it according to its tenor. Should Buyer elect to terminate this Agreement pursuant to this paragraph, Seller shall immediately return to Buyer all monies deposited with Seller or Seller's attorney pursuant to this Agreement and this Agreement shall be null and void, of no further force or effect, and neither party shall have any rights, in law or equity, against the other.

The terms of the aforesaid are to apply and bind the heirs, executors, administrators, successors and assigns of the respective parties.

Wherever the same shall apply, the singular shall include the plural, and the use of any gender shall be applicable to all genders.

12. CONDITION OF THE PREMISES

The parties agree that the property is to be vacant at the time of closing and that no tenants or rights to occupy by any tenants shall exist at the time of closing.

13. COMMISSION

The real estate agent in this transaction is Partner Network Real Estate which commission shall be paid by Seller.

[The rest of this page is intentionally left blank. Signature page to follow.]

AVENA & KEPPLER, LLC

ATTORNEYS AT LAW

30 SOUTH ANGUILLA ROAD • P.O. BOX 1445 • PAWCATUCK, CT 06379 • (860) 599-8739

JURIS NO. 409171

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

Signed, Sealed and Delivered
in the Presence of:

SELLER:

Harry Picazio
Witness

Carol Caulfield
CAROL CAULFIELD

Harry Picazio
Witness

Michael Caulfield
MICHAEL CAULFIELD, EXECUTOR
ESTATE OF JOSEPH C. CAULFIELD

BUYER:
TOWN OF WATERFORD

Robert J. Brule
Witness

By: Robert J. Brule
Robert J. Brule
Its: First Selectman
Duly Authorized

Alan H. Gaudin
Witness



N/A	N/A	2,614	N/A
Beds	Bldg Sq Ft	Lot Sq Ft	Sale Price
N/A	N/A	RES LOT	N/A
Baths	Yr Built	Type	Sale Date

Owner Information

Owner Name:	Caulfield Carol	Tax Billing Zip:	06385
Owner Name 2:	Caulfield Joseph C	Tax Billing Zip +4:	3920
Tax Billing Address:	6 Woodland Rd	Owner Occupied:	No
Tax Billing City & State:	Waterford, CT		

Location Information

Municipality/Township:	Waterford	Flood Zone Code:	AE
Census Tract:	6935.00	Flood Zone Panel:	09012C0511J
Carrier Route:	C003	Flood Zone Date:	08/05/2018
Zoning:	VR75W		

Tax Information

Property ID:	2449195	Annual Tax:	\$776
Tax Year:	2018		

Assessment & Tax

Assessment Year	2018	2017	2016
Assessed Value - Total	\$28,290	\$28,290	\$28,290
Assessed Value - Land	\$28,290	\$28,290	\$28,290
YOY Assessed Change (\$)	\$0	\$0	
YOY Assessed Change (%)	0%	0%	
Total Tax	Tax Year	Change (\$)	Change (%)
\$758	2016		
\$765	2017	\$7	0.92%
\$776	2018	\$11	1.45%

Estimated Value

Value As Of:	02/04/2019
--------------	------------

SCHEDULE A

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

January 14, 2020

Robert Brule, First Selectman
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

RE: APPLICATION #PL-20-1 – 13 Parkway Drive – Acquisition of Land

Dear Mr. Brule:

At a meeting on January 13, 2020, the Planning & Zoning Commission took the following action in regard to the above referenced application:

APPROVED: #PL-20-1 – Request of the Town of Waterford Board of Selectmen for municipal improvement in accordance with Section 8-24 of the Connecticut General Statutes to accept the property located at 13 Parkway Drive for recreation and open space purposes.

This approval and attached minutes constitutes a report required under CGS 8-24 of the Connecticut General Statutes. A copy of this letter should be included with any request for funds or authorization for grant applications. If you have any questions, please do not hesitate to call this office.

Sincerely,

Joseph Bunkley, Chairman
Planning & Zoning Commission

By:

Mark Wujtewicz
Planner

cc: RTM Moderator
Board of Finance
Director of Finance

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

WATERFORD RECREATION AND PARKS COMMISSION

TO: Mr. Thomas Dembeck, RTM Moderator
 FROM: Brian W. Flaherty, Director
 DATE: January 21, 2020
 RE: Proposed Beach Parking Fee Increase

TOWN CLERK

2020 JAN 22 AM 10:19

RECEIVED FOR RECORD
JAN 22 2020

Tom:

We respectfully asked to be placed on the call of the February 3, 2020 Representative Town Meeting for consideration of approving increases to the beach parking fees.

The State of Connecticut legislature has repealed the sales tax exclusion for municipal seasonal parking lots. This will obviously have an impact on our seasonal operations at our Town beaches. The Finance Department Accountant, Ginney Bielucki, assisted with the process of determining how to include the tax and account through our daily deposit. We are very grateful for the assistance with the attachment provided by the Finance Department to show the breakdown of the new tax and fees.

As you will see, fees were rounded up in order to avoid operational issues at the Gatehouse with regards to loose coin transactions potentially causing delays at the park entrance.

Again, these fees would be going into effect for the upcoming 2020 beach season beginning with weekends starting on Memorial Day and then full time operations starting the second Saturday in June (June 13th).

Thank you for your time and consideration.

CC: Traci Santos, Commission Chair
 Rob Brule, First Selectman
 David Campo, Town Clerk

**TOWN OF WATERFORD
PROPOSED BEACH FEE INCREASES**

	CURRENT FEE		PROPOSED FEE INCLUDING TAX	WATERORD'S PORTION OF FEE	TAX
<u>Beach Sticker Fees</u>					
Resident First	\$20.00		\$22.00	\$20.69	\$1.31
Resident Additional	\$10.00		\$11.00	\$10.34	\$0.66
Non-Resident	\$100.00		\$107.00	\$100.61	\$6.39
Waterford Senior(65+)	\$10.00		\$11.00	\$10.34	\$0.66
Resident Walker/Biker Pass	\$2.00				
Non-Resident Walker/Biker Pass	\$10.00				
<u>Daily Parking Fees</u>					
Resident Weekday	\$2.00		\$3.00	\$2.82	\$0.18
Resident Weekend/Holiday	\$5.00		\$6.00	\$5.64	\$0.36
Waterford Senior(Free)	FREE				
Non-Resident Weekday	\$20.00		\$22.00	\$20.69	\$1.31
Non-Resident Weekend/Holiday	\$30.00		\$32.00	\$30.09	\$1.91
Non-Resident Picnic Weekday	\$7.00		\$8.00	\$7.52	\$0.48
Non-Resident Picnic Weekend/Holiday	\$10.00		\$11.00	\$10.34	\$0.66
Resident Walker/Biker	\$1.00				
Resident Senior(Free)	FREE				
Non-Resident Walker/Biker	\$5.00				

REPRESENTATIVE TOWN MEETING BUDGET HEARINGS**FY 2020-21**

Town Hall Auditorium

7:00 P.M.

MONDAY MAY 4

Board of Education

TUESDAY MAY 5

Ethics Commission

Conservation of Health

Public Health Nursing

Social Services Grants/Review

Registrar of Voters

Tax Collector

Youth Services Bureau

Board of Assessment Appeals

Assessor

Contingency

Debt Service

Insurance

Town Clerk

Representative Town Meeting

THURSDAY MAY 7

Retirement Commission

Waterford Public library

Senior Citizens Commission

Finance Department

Human Resources Department

Board of Finance

Legal Department

Emergency Management

Board of Police Commissioners

Information Technology

Current Year Capital Improvements

Transfers to Capital & Nonrecurring Expenditure Fund

FINAL ACTION**WEDNESDAY MAY 6**

Zoning Board of Appeals

Economic Development Commission

Conservation Commission

Planning and Zoning Commission

Flood and Erosion Control Board

Building Department

Building Maintenance

Recreation and Parks Commission

Community Use of Schools

Fire Services

Board of Selectmen

Public Works



Waterford Utility Commission 2019 - Annual Report

Introduction

The Waterford Utility Commission is established under Town Charter 4.1 with power and duties prescribed by Special Act No. 172 of 1963 and by Chapter 103 of the Connecticut General Statutes. The duties, composition, management, and other obligations and responsibilities of the Commission are further established under Chapter 2.84 of the Town of Waterford Code of Ordinances. The Representative Town Meeting (RTM) appoints the Utility Commissions' members to four (4) year terms. The Commission consists of five (5) dedicated volunteer residents of the Town with appropriate technical, managerial, financial, and scientific backgrounds in the public and private sector. The Commission is the water pollution control authority (WPCA) for the Town in accordance with the provisions of Section 7-246 of the Connecticut General Statutes Annotated, as amended, and Connecticut General Statutes pertaining to municipal utilities.

The Commission is responsible for the development of policy, the implementation of immediate, short, and long-term plans to, among other goals, protect the environment from pollution and wisely utilize the underground and surface water resources for the enjoyment of present and future generations. It implements these plans and develops the goals by designing, constructing, establishing policy, maintaining sewers, residential grinder pumps, and major collection pumping stations. The Connecticut Department of Energy and Environmental Protection (CT DEEP) is the State agency that oversees the wastewater operations side.

The Commission also has a long-term commitment to the provision of a safe and reliable water supply and distribution infrastructure. This involvement includes, but is not limited to, the acquisition of water bearing property, the development of such water sources, the acquisition or securing of alternative sources, designing, constructing, maintaining, and rehabilitating water mains, water booster pump stations, elevated water storage tanks, hydrants and other infrastructure necessary and indispensable to maintain a safe, protected, and reliable drinking water supply. It also includes the necessity to provide service redundancy to our supply system. The Connecticut Department of Public Health (CTDPH) – Drinking Water Section is the state agency that oversees the water operations side. The Connecticut Department of Energy and Environmental Protection (CTDEEP) is the state agency that oversees the wastewater operations side.

This year we will continue the implementation of the comprehensive rehabilitation and retrofitting program for our wastewater infrastructure, following the 15-year capital improvements plan that was developed over ten years ago, revised in 2015, and intended to insure that this infrastructure continues serving the Town in a safe, reliable, and efficient manner. The Utility Commission, together with our engineering consultant, and the Office of the First Selectman, revises this plan on a continuous basis.

Operational Staffing

The Commission employs a staff of 14 [full time] dedicated professionals that specialize in the various activities and skills necessary to implement and conduct the Utility Commission's [mission critical] duties and responsibilities. Two summer help individuals are employed to take care of the grounds maintenance of our pumping stations, as well as assisting in the maintenance and operations of the wastewater infrastructure. The office staff is responsible for administration, financial procedures, needs, and related requirements, compliance with regulatory issues, survey and data acquisition, construction inspection and wastewater infrastructure maintenance.

The administrative [and clerical] functions include the billing and collection of: all water and sewers assessments, sewer use charges and liens; comply with regulatory mandates, statutes, and ordinances; personnel and staffing related issues; and maintaining a database and records of our water/wastewater infrastructure. The clerical staff is the "customer quality service" front of our department.

The survey division tasks and activities include, developing and conducting some of the work and data gathering procedures necessary for land and easements acquisition, and some of the field work necessary to develop and produce topographic and planimetric maps required for the planning, design, and implementation of projects, and the maintenance of records and map files, including our geographical information system (GIS). The survey division also provides support to all other Town departments requiring these services. This past year we continued the updating of all the land records maps. At this time, besides regular surveying, CBYD, and other field related duties, the remaining surveying division employee is assisting with the data collection and QC for billing purposes. He is also assisting with the inspection of secondary meters.

The construction inspector is responsible for the field inspection and cost control of all Town sponsored (or privately constructed with the intention of becoming public once completed) water and sewer facilities under construction to ensure compliance with technical standards, drawings and specifications, and contract documents. Depending on the workload, the construction inspector provides inspection and quality control services for DPW projects, as needed. Our inspector is assisting with the inspection of the installation of utilities related to the new Municipal Complex.

The wastewater infrastructure maintenance staff is the group responsible for the reliable and efficient operation of approximately 145 miles of sewers and force mains, twenty-eight (28) wastewater pump stations, over 3,500 manholes, and 107 residential grinder pumps. This highly technical, knowledgeable, and dedicated group is available 24/7 to address any problem or any customer related issue that may occur. Besides their normal responsibilities, this group has been instrumental in providing data and assisting our consultant in identifying the needs and weaknesses of our wastewater infrastructure during the development and updating of a comprehensive rehab and retrofitting plan.

The Utility Commission is represented at the Information Technology Committee, the Emergency Management Committee, the Communications Committee, the Water Utilities Coordinating Committee (WUCC), the Southeastern Connecticut Regional Wastewater Management Plan Development Group, and the Municipal Complex Phase II Improvements Building Committee. We are also working together with the City of New London and the Town of East Lyme in developing a plan to address the issues detailed on the Draft Order from CTDEP to our communities related to the Piacenti Wastewater Treatment Facility (WWTF). Furthermore, we are also working with both communities on providing accommodations for wastewater discharges originating from some of the beach communities in the Town of Old Lyme to discharge into the New London WWTF.

All employees are part of a fully integrated Utility Commission team working on the daily operational basis under the direction of the Assistant Director, and under the general direction of the Chief Engineer as the department head.

Planning, Design and Construction

2019 Planning Activities

- Continuous Implementation of the Capital Improvements Program – this entails the continuous revision and updating of the water and wastewater capital improvements program to reflect the needs of our community and to pursue the goals and responsibilities of the Utility Commission.
- We also continue with the investigation of I/I sources, the planning of necessary improvements and funding strategies for the remaining pump stations. The utilization of the CCTV equipment for the inspection and evaluation of our sewers is providing valuable information on the condition of our sewers and the areas that need to be prioritized for I/I control and continuous maintenance.
- Planning activities also include: the installation of in-line grinders to shred solids discharged into the collection system; the replacement of air-release valve at various force main locations; the rehab of the Old Norwich pumping station as the last cast-in-place station that remains to be rehabbed, and; together with our on-call contractor, the implementation of an aggressive I/I control program. We are also in the process of bringing the HVAC climate control system at the Evergreen PS to meet it to NFPS standards.
- The planning stage has been initiated for the retrofitting of power supply to the Crystal Mall PS. This is being pursued so that the Town (through the Utility Commission) has complete control of that station.
- The planning process for the installation of a 4th pump at the Evergreen PS has been initiated and funding requested on the FY21 CIP. The Evergreen PS is our biggest station, handling flows from all Waterford, parts of New London, East Lyme, and (in the future) part of Old Lyme.
- We are in the process of retrofitting the control panel for the Gorman-Rupp PS to eliminate our dependence on proprietary equipment, and have this component into a more open architecture.
- On the water side, we are planning for the replacement of water pipes at the Pleasure Beach area. This program was initiated about ten years ago. Due to the poor quality of the pipe used at the area a significant number pipe failures have been identified through the years. In order to have a reliable water system at the area, a program intended for the replacement of pipes was developed about eight years ago; however, because of other project having a higher priority, this program has not been fully implemented. The design phase is completed; however, due to limited funding and lower priority of this project, funding has not been aggressively pursued.
- Due to the limited availability of funding, the decommissioning of the Bartlett Corner's drinking water PS has been placed on a lower priority. We will continue working with the

Planning Department (input from the Finance Department will be requested as the project develops) to implement the decommissioning plan and infrastructure disposal.

- The Fargo Road water tank was inspected by Lenard Engineering and its rehab (minor structural work, and the coating of the tank) is in the planning/design stages. Funding of \$400,000 was requested under FY 19 CIP, and \$450,000 under FY20 for this work. Although no funding was approved on the FY19 and FY 20 CIP, it is being requested again on FY21 CIP.

2019 Design Activities

- **Water**

1. The Utility Commission staff, together with Lenard Engineering, continuously reviews the town's current water system improvements and requirements; together with our future needs in effort to develop a comprehensive improvement program and budget estimate. The scope of this project consists of the review and inspection of all town water system assets including water storage tanks, pump stations and piping. This activities are also intended to meet CTDPH regulation regarding the operation and conditions of the water infrastructure.
2. We continue with the implementation of a leak detection program to minimize unaccounted water. In coordination with DPW, areas intended to be paved or rehabilitated will be (are being) given priority regarding the leak detection program. Based on their road rehab and paving schedule, we identify roads for leak detection prior to, during, and after the roads are rehab or paved. This will minimize the possibility of re-opening the road(s) if a water leak occurs.

3. **Wastewater Sewer System Rehabilitation Program**

The Utility Commission developed [and updates as necessary] an ambitious and aggressive plan to retrofit and rehabilitate our wastewater infrastructure. The areas to be addressed are: retrofitting and rehabilitation of our pumping stations.

To date, we have conducted evaluations within the Pleasure Beach and other areas, we have inspected over 40,000 linear feet of sewer main via closed circuit video. We have performed house to house inspections within the sewer shed and conducted smoke testing to locate improper connections to the sewer system.

With our CCTV equipment, this program is being performed and controlled as the needs and priorities arrive. The construction of a grit disposal station was an integral component on the success of this program

These past years we conducted preliminary studies at that sewer area contributing flow to the Harvey Ave. Pump station. It is the purpose of these studies to located I/I points, to estimate their contribution to the total flows sent to the New London Treatment Plant, and to eliminate these points. This will assist us in the reduction on treatment costs and energy use at our pumping stations. This coming year we will proceed with more detailed evaluations. We are now in the process of, with the help of our on-call contractors, and taking advantage of economies of scale, commence the rehab and those areas identified to

exhibit significant I/I.

At the Office-

The Utility Commission has the ability of accepting on line payments with credit or debit cards. Also, electronic bank checks are being “intercepted” and directly posted to reduce the tedious process of manual posting of electronic bank checks, as well as minimizing exposure to human error. Credit card payments are not accepted at the window, but on-line only. A link is provided at the Town’s home page www.waterfordct.org or <https://www.waterfordct.org/home/pages/pay-bills>

2019 Construction Activities

Buildings and Electro-mechanical Equipment Maintenance

Besides the normal and **extensive** preventive maintenance and some repair activities associated with our infrastructure, the Utility Commission field maintenance division is responsible for the building and grounds maintenance of all 28 wastewater pumping stations. This program includes the re-siding of the buildings housing the pump stations. This work is done by our own maintainers; saving the Town a significant amount of dollars as compared with the cost associated with outside contractors. The landscaping grounds maintenance of the facilities is also the responsibility of our field staff. Also, the upgrading of electrical control panels and equipment is being done on a continuous basis. Our in-house staff is also systematically replacing the pumps at those Gorman-Rupp pumping stations where the pumps have, more than exceeded, their life expectancy, and their reliability and efficiency are being jeopardized.

We completed the installation (implementation) of five flow monitoring devices at those areas in Town where wastewater flows from Waterford to New London and New London to Waterford. These areas are: the Evergreen PS, the East Neck PS, Chester St., and the Charter Oak Credit Union. We are also replacing the existing meter at Mago Point with a Doppler meter to monitor flows coming from west of the Niantic River (East Lyme). This will provide a more accurate figure on the flows that come from New London and East Lyme into the Waterford sewers collection system.

Supervisory Control and Data Acquisition (SCADA)

Our SCADA system is being upgraded to incorporate needs that as O&M operations require, and it will provide more precise information of the activities on the field and through our pumping stations. We are also implementing measures that will make our SCADA “fail safe” in the event that internet is lost at our central monitoring station at our shop. A significant amount of work is also being done for the implementation of (local) sound alarms at our pumping stations. These [sound] alarms are intended to provide redundancy in the event that for whatever reason, our computers network fails to provide alarms via cloud communications.

Rehab of deteriorated manholes and I/I through sewer pipes

As part of I/I mitigation our staff continues the planning, investigations, and repair of on-town roads and cross country manholes, and with the help of a private contractors, various sections of pipes and manholes exhibiting I/I are being sealed to minimize I/I into our collection system.

Grit Station - The construction of the grit station last year, was an important component of our I/I investigations/mitigation program by allowing our staff to be more efficient during the investigative stages. This station was built by our own staff for a cost just over \$100K, saving the town over \$200K based on the bid received for this project.

Wet Wells Hatchets - the retrofitting of wet well hatches at various pumping stations for flood control, as well as meeting OSHA requirements for safety; the replacement of various Gorman-Rupp pumps at pumping stations;

Sewer Lines

The grit station continues to be an important asset regarding the maintenance of our infrastructure. No new construction. An emergency repair was done [due to a crack at an elbow] to the force main at the Shore Road PS. Work completed within 8 hours after failure was discovered.

Water Lines

No work done by the Town of Waterford.

Operating Budget(s) (2018-19)

Revenues/Expenditures

The administration, clerical, and the operation and maintenance of the sewerage system are 100% funded through sewer use fees (Enterprise Fund). No revenue is received from the general fund. The wastewater (enterprise) operating budget for 2018-19 was \$3,660,333.

Assessments, rentals, Enterprise, connection fees, and other revenues (FY 18-19)

In FY 18-19 the Utility Commission collected:

- \$4,658 in water assessments, and
- \$22,444 in sewer assessments

These assessments collections are forwarded to the General Fund.

The UC also collected:

- \$3,715,397 in sewer user charges (enterprise fund), and \$50,091 from the Town of East Lyme for the use and depreciation of the Waterford wastewater infrastructure, which went to the WUC Enterprise Fund and the [WUC] EL/Waterford depreciation fund.
- \$25,469 from connection fees which went into the WUC Sewer Development and Maintenance Fund
- \$73,384 in rental fees which went into the WUC Water Fund.

Expenditures (FY 18-19)

- General Fund expenditures were \$0

- Expenditures from the Enterprise Fund were \$3,241,761
- Expenditures from the Sewer Development and Maintenance Fund were \$218,045
- Expenditures from the Water Fund were \$59,303
- Expenditures from the Capital and Non- Recurring Fund were \$57,868
- Expenditures from the Capital Improvements Fund were \$46,242

FY 2020 Activities

During this [FY 20] year, besides our operational and maintenance responsibilities, we are planning the following projects:

- The evaluation and recommendations for the replacement of the Weimes Rd. and Marilyn Rd. pumping stations (pneumatic ejectors), and the full rehab of the Old Norwich Road pumping station.
- Complete the optimization of our new, fully operational, and reliable SCADA (telemetry) system for our wastewater pumping stations.
- The evaluation of the impact that wastewater from Old Lyme beaches would have on our conveyance system.
- The full evaluation for the rehabilitation of the Old Norwich Road pumping station.
- The compliance with the Waterford/CT Dept. of Health Memorandum of Understanding (MOU).
- The implementation of corrective or mitigating measures intended for the protection of various pumping stations currently vulnerable to flooding.

Operations and Maintenance

The Utility Commission's operations, maintenance, and office staff is currently responsible for the reliable and safe operation of 28 pump stations, 145 miles of sewers, over 107 grinder pumps; and for the reliable and "top notch" customer service to over 7,000 customers. The maintenance staff operates on a **mission critical "around the clock"** mode and stand-by status. The construction noted above, and the on-going implementation of a comprehensive evaluation and retrofitting of our infrastructure, the Utility Commission maintenance staff will realize an increase in physical operational facilities.

Mission

The Commission has been vigorous in its efforts to secure, maintain and optimize our water supplies and related infrastructure, as well as our wastewater infrastructure for the benefit of present and future generations.

These efforts include:

- Partnership efforts with the City of New London on developing alternative sources,
- Actively involved in efforts to regionalize water supplies and wastewater infrastructure.
- Evaluation of alternatives for the strengthening of our distribution system to provide reliable and sustainable fire flows,
- Aggressive maintenance program of our drinking water infrastructure,
- Aggressive maintenance, rehabilitation and retrofitting program for our wastewater infrastructure for the enjoyment of future generations.

The Utility Commission continues in its mission to provide superior customer services. We will continue to implement the following business plan:

1. Comprehensive long-term planning
2. Coordination and cooperation with other town departments.
3. Provide leadership in regionalization efforts.
4. Implement appropriate and innovative technologies to improve efficiency.
5. Nurture an atmosphere that is conducive to employee growth, retention of qualified staff, professionalism, and encourage employee response to changes in the activities and needs of the department.
6. Operate using sound and effective business practices, and most efficient technology.

It is important to note that during this past year the region was affected by major weather events. These events caused the loss of power at many locations. The backbone of our sewer collection system is the network of pump stations located throughout the town. These major pump stations together with about 107 individual grinder pumps are dependent on commercial power during their normal functions. Our staff diligently made sure that during those events our pump and individual stations were energized to provide service 24/7. Our dedicated field staff performed their duties flawless and there was no need to by-pass wastewater flows. None of our customers experienced sewage backflows into their property during these events.

UTILITY COMMISSION MEMBERS:

Peter M. Green, Chairman
Raymond Valentini

Kenneth Kirkman
Rodney Pinkham

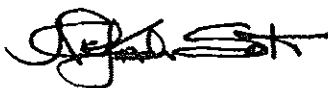
Stephen Negri

Staff

James Bartelli
David Burke
Celeste Bushway
Peter Clark
Diane Driscoll
Fred Lathrop
Edward Machinski
Dean Rowe
Scott Sexton
Neftali Soto
Vacant
Vacant
Eric Williams
Amy Windle

Assistant Director
Sewer Technician II
Secretary/Clerk
Foreman
Accts. Receivable Clerk
Survey Party Chief
Assistant Construction Inspector
Sewer Maintenance Operator
Sewer Technician I
Chief Engineer (Director)
Wastewater Maintenance – Electrician/Operator
Sewer Technician I
Lead Maintenance Operator
Office Coordinator

On behalf of the Waterford Utility Commission, Respectfully submitted,



Neftali Soto, P.E. Chief Engineer

NO BACKUP PROVIDED

School Building Committee
 Charter 4.6.0
 Ordinance 2.91

[4] R	Dembek, Thomas J.	56 Goshen Rd.	7/1/12 - 6/30/17	(860) 444-4223
[1] D	Koning, John H. Jr	7 Oak Rd.	7/1/17 - 6/30/22	(860) 442-0128
[4] R	Muckle, Richard F.	864 Vauxhall St. Ext.	7/1/14 - 6/30/19	(860) 460-3973 c
[1] U	Nazarchyk, Jody M.	12 Summer Rest Rd.	7/1/15 - 6/30/20	(860) 443-4739
[3] U	Norton James W.	44 Wintergreen Dr.Q.H.	7/1/19 - 6/30/24	(860) 437-3671
[2] R	Reid, James M.	17 Whaling Dr.	7/1/16 - 6/30/18	(860) 443-1771
[4] R	Ribas, Francisco	52 New Shore Rd.	7/1/15 - 6/30/20	(860) 447-0050

[1] Board of Education

[2] Board of Finance

[3] Board of Selectmen

[4] RTM

Chair: Richard Muckle

Secretary: Pam Tuneski

Ethics Commission
Charter, 5,18.1
Ordinance 2.50
RTM Appointed

Address

Term

10, 11

R	Burnham, Mark	1 Glenwood Road	2/5/18 - 2/3/20
R	Bush, Olga	54 Rope Ferry Road D63	2/5/18 - 2/3/20
R	Garvin, Steven	2 Raymond Lane	2/4/19 - 2/1/21
D	Mangual, Francisco	13 Almond Drive	2/5/18 - 2/3/20
D	Zeldis, Martin	2 Goundry Drive	2/4/19 - 2/1/21

Alternates:

R	Hersom, Cindy	86 Shore Road	2/5/18 - 2/3/20
D	Ritter, Elizabeth B. (Betsy)	24 Old Mill Road, QH	2/4/19 - 2/1/21

Chair:	Martin Zeldis	
Recording Secretary:	Stacey Tynan	36 Miner Avenue

eff. 9/19/19