

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

Public Works
DEPARTMENT

Third Quarter Transfers

3rd Quarter

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	Budget Transfer INCREASE	Budget Transfer DECREASE	REVISED Budget Amount
1	10130	51530	Refuse Collection	\$ 292,464.00	\$ 54,242	\$ 37,000		\$ 91,242
1	10130	51520	Highway Maintenance	\$ 984,189.00	\$ 302,683		\$ 37,000	\$ 265,683
2	10130	52050	Dues, Conferences & Education	\$ 1,960	\$ (1,023)	\$ 1,025		\$ 2
2	10130	52460	Street Lights	\$ 90,000.00	\$ 45,232		\$ 1,025	\$ 44,207
3	10130	52100	Electricity	\$ 25,400	\$ (8,615)	\$ 15,000		\$ 6,385
3	10130	52090	Fuel Oil	\$ 41,100	\$ 28,341		\$ 15,000	\$ 13,341
4	10130	53030	Supplies	\$ 17,500	\$ (147)	\$ 5,000		\$ 4,853
4	10130	53300	Highway Materials	\$ 235,000.00	\$ 40,273		\$ 5,000	\$ 35,273
				TOTAL		58,025.00	58,025.00	

Explanation:

1. - The employees that work at the transfer station and fill in for garbage / recycling drivers are from the Highway division.
2. The department received an OSHA violation requiring training for employees on the new forklift. This was not included in our original budget request.
3. Electricity has been substantially higher than expected, plus we have the new building which we did not have any idea how much electricity the additional HVAC would consume. PW will continue to monitor usage.
4. Getting the garage organized required the purchase of small items that are one time purchases.

Gary J. Schneider
Department Head

4/1/2021
Date

Kim Allen
Director of Finance

4/1/2021
Date

First Selectman

Date

Commission/Board Approval

Date

04/01/2021 15:26

Town of Waterford, CT
YEAR-TO-DATE BUDGET REPORT

kallen

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glytdbud
1

FOR 2021 13

ACCOUNTS FOR:
GENERAL FUNDORIGINAL
APPROPTRANSFERS/
ADJUSTMTSREVISED
BUDGET

YTD EXPENDED

ENCUMBRANCES

AVAILABLE
BUDGETPCT
USED

10130 PUBLIC WORKS

10130 51110 ADMINISTRATION	315,404	0	315,404	236,626.73	.00	78,777.27	75.0%
10130 51130 ENGINEERING	5,735	0	5,735	668.96	.00	5,066.04	11.7%
10130 51210 CLERICAL AND TECHN	141,937	0	141,937	107,704.97	.00	34,232.03	75.9%
10130 51450 EXTRA DUTY	0	0	0	.00	.00	.00	.0%
10130 51451 EXTRA DUTY REGULAR	0	0	0	.00	.00	.00	.0%
10130 51510 EQUIPMENT MAINTENANCE	345,771	0	345,771	183,852.77	.00	161,918.23	53.2%
10130 51520 HIGHWAY MAINTENANCE	984,189	-77,365	906,824	604,140.68	.00	302,683.32	66.6%
10130 51530 REFUSE COLL. & DISPO	292,464	77,365	369,829	315,587.11	.00	54,241.89	85.3%
10130 51540 SNOW REMOVAL	80,000	0	80,000	76,057.32	.00	3,942.68	95.1%
10130 51810 OVERTIME	52,000	0	52,000	45,877.57	.00	6,122.43	88.2%
10130 51910 FRINGE BENEFITS	11,005	0	11,005	9,355.25	944.90	704.85	93.6%
10130 51920 F.I.C.A.	170,480	0	170,480	112,758.63	.00	57,721.37	66.1%
10130 52010 ADVERTISING	6,100	0	6,100	4,686.70	.00	1,413.30	76.8%
10130 52020 POSTAGE	437	0	437	200.97	.00	236.03	46.0%
10130 52030 PROFESSIONAL FEES	90,000	5,000	95,000	45,622.40	46,894.12	2,483.48	97.4%
10130 52040 SERVICE CONT. AND R	58,600	0	58,600	47,450.37	8,982.75	2,166.88	96.3%
10130 52050 DUES, CONFERENCES &	1,960	0	1,960	1,183.00	1,800.00	-1,023.00	152.2%*
10130 52060 PRINTING	90	0	90	.00	.00	90.00	.0%
10130 52070 REIMBURSABLE EXPENS	50	0	50	39.98	.00	10.02	80.0%
10130 52090 FUEL OIL	41,100	0	41,100	12,758.96	.00	28,341.04	31.0%*
10130 52100 ELECTRICITY	25,400	0	25,400	34,014.79	.00	-8,614.79	133.9%*
10130 52110 WATER	8,100	0	8,100	4,403.89	.00	3,696.11	54.4%
10130 52400 MEAL ALLOWANCE	2,600	0	2,600	2,222.92	.00	377.08	85.5%
10130 52410 STREET TREE MAINTEN	1,500	0	1,500	549.95	.00	950.05	36.7%
10130 52450 SITE WORK	500	0	500	27.56	.00	472.44	5.5%
10130 52460 STREET LIGHTING	90,000	0	90,000	44,767.68	.00	45,232.32	49.7%
10130 52470 SOLID WASTE DISPOSA	900,000	0	900,000	587,054.35	309,830.56	3,115.09	99.7%
10130 52475 RECYCLING PROGRAM	250	0	250	.00	.00	250.00	.0%
10130 52500 OPTIONS AND RIGHTS	1,000	0	1,000	.00	.00	1,000.00	.0%
10130 52510 RENTAL OF EQUIPMENT	20,000	5,000	25,000	24,306.80	.00	693.20	97.2%
10130 52531 LANDFILL CAP MAINTN	20,000	0	20,000	7,550.00	11,900.00	550.00	97.3%
10130 53010 OFFICE SUPPLIES	325	0	325	402.44	.00	-77.44	123.8%*
10130 53030 OPERATIONAL SUPPLIE	17,500	0	17,500	15,482.98	2,163.88	-146.86	100.8%*
10130 53050 ENGINEERING EQUIP. &	400	0	400	3.96	.00	396.04	1.0%
10130 53070 AUTO REPAIRS	147,500	50,000	197,500	149,755.08	35,781.47	11,963.45	93.9%
10130 53090 FUELS AND LUBRICANT	216,700	0	216,700	104,946.04	.00	111,753.96	48.4%
10130 53100 TIRES	35,000	0	35,000	22,693.75	1,995.83	10,310.42	70.5%
10130 53240 REFUSE DISPOSAL MAT	0	0	0	.00	.00	.00	.0%
10130 53250 TRAFFIC CONTROL MAT	30,000	0	30,000	14,677.13	.00	15,322.87	48.9%
10130 53300 HIGHWAY MATERIALS	235,000	-60,000	175,000	59,597.82	75,128.31	40,273.87	77.0%

04/01/2021 15:26
kallen

Town of Waterford, CT
YEAR-TO-DATE BUDGET REPORT



P 2
glytdbud

FOR 2021 13

ACCOUNTS FOR:

101 GENERAL FUND

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMIS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10130 54050 AUTOMOTIVE EQUIPMEN	17,412	0	17,412	14,196.31	.00	3,215.69	81.5%
10130 54060 OFFICE EQUIPMENT	2,000	0	2,000	94.88	.00	1,905.12	4.7%
10130 55010 TOWN AID ROADS IMPR	320,698	0	320,698	153,629.28	38,536.72	128,532.00	59.9%
TOTAL PUBLIC WORKS	4,689,207	0	4,689,207	3,044,949.98	533,958.54	1,110,298.48	76.3%
TOTAL GENERAL FUND	4,689,207	0	4,689,207	3,044,949.98	533,958.54	1,110,298.48	76.3%
TOTAL EXPENSES	4,689,207	0	4,689,207	3,044,949.98	533,958.54	1,110,298.48	

FINANCE DEPARTMENT

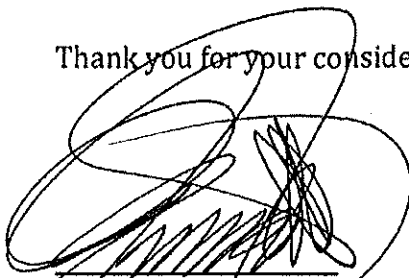
Memo

To: The Board of Selectmen
From: Rawle Dummert
Date: April 12, 2021
Re: Disposal of Forfeited Asset

Dear Mr. Brule:

In accordance with the Town Property Ordinance, Chapter 2.112.020 it is requested that the Board of Selectmen please consider an act to surplus for disposal, 2004 BMW 325-XI VIN#WBAEU33494PR08077 seized by the Police department and assigned to the Town by the New London Superior Court. Upon your approval, the Purchasing Agent will then dispose of item by auction.

Thank you for your consideration

A handwritten signature in black ink, appearing to read 'Rawle Dummert', is written over a horizontal line. The signature is stylized with loops and flourishes.

Rawle Dummert
Purchasing Agent,
Town of Waterford



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



Brett Mahoney
Chief of Police

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

4/12/21

Board of Selectmen,

I hereby request that we auction off a 2004 BMW 325XI (VIN # WBAEU33494PR08077), that is currently held in our impound lot.

The vehicle was seized during a narcotics investigation, Case # 2018-00401 (Evidence Item #4) and a subsequent asset forfeiture was applied for. The vehicle was deemed to be purchased from the sale narcotic proceeds and the "In Rem" was completed.

The Police Department was granted the request by the New London Superior Court and the ownership of the vehicle was turned over to the Waterford Police Department with the necessary documentation.

I request the vehicle be sold, auctioned or recycled, with the proceeds to be placed into the Police Department Asset Forfeiture Account, as the property was seized subsequent to a Narcotics Arrest.



Chief Brett Mahoney
Town of Waterford Police Department

Date: 4/12/2021

INVENTORY OF PROPERTY SEIZED WITHOUT A SEARCH WARRANT

JD-CR-18 Rev. 7-15

C.G.S. §§ 21a-262, 21a-408f, 26-85, 26-90, 29-362,
42-472a, 53-278c, 54-33g, 54-36a, 54-36e, 54-36g,
54-36h, 54-36i, 54-36o, 54-36p, 54-215

☐ FOR P.D. USE ONLY
☐ WARRANT APPLIED FOR
☒ TO COURT

☒ To Court
☐ Destroy - No Value
☐ Case Pending
☐ Return to Owner
☐ Prisoner's
☐ Juvenile

Police case/receipt number
2018-00401

Judicial District

Docket number

Geographical Area

Docket number

Juvenile

Docket number

Instructions

1. Do not use this form if a search warrant is used. Use JD-CR-52 if there is a search warrant.
2. Original must be filed with the Clerk of Court.
3. In the case of an arrest or referral, file with a Uniform Arrest Report, Misdemeanor Summons and Complaint, or Juvenile Summons/Complaint.
4. Last copy for Police Department use.

Asset Forfeiture/In Rem

Docket number

To the Superior Court at (Address of court)

☐ Juvenile Matters

☒ JD/GA

Number 10

112 BROAD ST, NEW LONDON, CT 06320

UAR/Misdemeanor/Juvenile Summons number

029264606

Court Appearance Date

3/21/2018

Arrest/Referral

☒ Made

☐ Pending

Police case/receipt number

2018-00401

Companion case number

2018-00435

Name, address and telephone number of defendant(s)/subject(s)

Name, address and telephone number of complainant(s)/owner(s)

1. WELLS, NICHOLAS
38 PAUL PEVERE RD, GROTON, CT 06340

1. WATERFORD PD
41 AVERY LN, WATERFORD, CT, 06385

2.

2.

3.

3.

Type of Incident

Poss Marijuana W.I.T.S.

Town of seizure

WATERFORD

Date of seizure

3/10/18

Type of property

☐ Stolen

☒ Evidence

☒ Investigation

The following property was seized, in connection with a criminal/delinquency case: (Describe quantity, type, color, serial number, etc.)

6. 2004 gray BMW 3325XI (WBAE133494PR08077 VIN#)
CT Registration AB91878

Property Seized

1. ~~_____~~

2. ~~_____~~

3. ~~_____~~

4. ~~_____~~

5. ~~_____~~

6. ~~_____~~

7. ~~_____~~

8. ~~_____~~

9. ~~_____~~

10. ~~_____~~

11. ~~_____~~

12. ~~_____~~

JD inventory number
10033015

If cash money was seized, enter total amount here

(List each denomination separately on the numbered lines above.)

Total amount of cash

\$ 0

Signed (Police officer)

Patrolman B. Onib

(Title)

PATROLMAN

Badge number

002

Date

3/10/18

Police Department

WATERFORD

Property Room Use Only

Evidence photographed

☐ No

☐ Yes

Date

Remarks

For Court Use Only

Date out

Reason

By

Date returned

Juvenile inventory number

(over)

INVENTORY OF SEIZED PROPERTY

Order Of The Court

Asset Forfeiture or In Rem Proceedings	Item number(s)	The item(s) of property in this inventory is/are subject to an In Rem or Asset Forfeiture proceeding under Sections 26-85, 26-90, 29-362, 53-278c, 54-33g, 54-36g, 54-36h, 54-36o, and/or 54-36p of the Connecticut General Statutes.		
Partial Order of the Court (Name of Judge)		JD, GA, or Juvenile	Signed (Judge)	Date signed
				Item number(s)

Return To Rightful Owner(s)

Item number(s) _____ The item(s) of property in this inventory is/are ordered returned to the rightful owner(s) within six (6) months from the date of this order, upon proper claim. OTHERWISE, the property shall be disposed according to Section 54-36a as follows:

☐ DESTROYED. Item number(s) _____

☐ Money shall be turned over to the Clerk for deposit in the General Fund. Item number(s) _____

☐ Property shall be turned over to the Examiner of Seized Property for disposition. If the item is a valuable prize, it shall be sold at public auction or private sale. Item number(s) _____

☐ Property shall be turned over to the following charitable, educational, or governmental agency or institution _____ Item number(s) _____

Evidentiary Funds At A Financial Institution

The financial institution holding evidentiary funds seized by the _____ Police Department/Law enforcement agency shall issue a check in the amount of _____ dollars payable to _____ Item number(s) _____

Controlled Substance(s)

Item number(s) _____ The item(s) of property in this inventory is/are adjudged to be contraband, controlled drug(s), controlled substance(s), or drug paraphernalia under Section 21a-262 or 54-36g, and shall be:

☐ DESTROYED. Item number(s) _____

☐ Delivered to the Commissioner of Consumer Protection. Item number(s) _____

Marijuana, Paraphernalia, and Other Property Related to the Palliative Use of Marijuana

Item number(s) _____ The item(s) of property in this inventory is/are ordered to be returned to the qualifying patient or the primary caregiver immediately according to Section 21a-408f. The court has determined that the patient or caregiver is entitled to the palliative use of marijuana, as shown by a decision not to prosecute, a dismissal of charges, or an acquittal.

Seized, Nuisance, or Forfeited Property:

Item number(s) _____ The item(s) of property in this inventory is/are ordered seized under Section 53-278c, ordered a nuisance under Section 29-362 or 54-33g, or ordered forfeited under Sections 26-85, 26-90, 54-36h, 54-36o, and/or 54-36p, and shall be disposed of as follows:

☐ DESTROYED. Item number(s) _____

☐ Money shall be turned over to the Clerk for deposit in the General Fund. Item number(s) _____

☐ Money seized under Section ☐ 53-278c ☐ 54-33g ☐ 54-36h ☐ 54-36o ☐ 54-36p shall be distributed or deposited according to that statute. Item number(s) _____

☐ Property seized under Section ☐ 53-278c ☐ 54-33g ☐ 54-36h ☐ 54-36o ☐ 54-36p shall be sold at Public Auction. Proceeds shall be distributed or deposited according to that statute. Item number(s) _____

☐ Property seized under Section ☐ 26-85 ☐ 26-90 shall be turned over to the Commissioner of Energy and Environmental Protection and disposed of according to that statute. Item number(s) _____

☐ Property shall be turned over to the Examiner of Seized Property for disposition. If the item is a valuable prize, it shall be sold at Public Auction or private sale. Item number(s) _____

☒ Property shall be turned over to the following charitable, educational, or governmental agency or institution Waterford Police Dept Item number(s) _____

Firearms and Ammunition

Item number(s) _____ The item(s) of property in this is/are ordered forfeited under Section 26-85 or 26-90, adjudged to be a nuisance under Section 54-33g, or adjudged to be contraband under Section 54-36a, and shall be turned over to:

☐ The Bureau of Identification of the Connecticut Division of State Police within the Department of Emergency Services and Public Protection for:

☐ Destruction

☐ Appropriate use

☐ Public Auction sale

Item number(s) _____

☐ The Commissioner of Energy and Environmental Protection. Item number(s) _____

By Order of the Court (Name of Judge)	JD, GA, or Juvenile Court	Signed (Judge)	Date signed
<u>Shackleton</u>	<u>JD</u>	<u>[Signature]</u>	<u>6/11/19</u>

Notice Of Order Of The Court

NOTICE is given of this Order of the Court. Section 54-36a (f) of the Connecticut General Statutes requires you to comply with the order within 90 days of receipt of this order. If the court has entered an order returning the seized property to the rightful owner and the owner does not claim the property, you are required to comply within 90 days after the expiration of the six month claim period. You must file the completed Return of Compliance section below with this court within 72 hours of compliance.

To (Name of Police Department)	From (Name of Court)	Signed (Clerk of Court, Authorized Assistant)	Date signed
<u>Waterford</u>	<u>JD</u>	<u>Cherry</u>	<u>6/11/19</u>

The undersigned represents that the person or department having custody or possession of this property has complied with the Order of the Court described above by:

☐ 1. Turning this property over to: _____ (Name of individual) _____ (Title of individual) _____ (Date turned over)

☐ 2. Destroying this property in the following manner: _____ (Manner of destruction) _____ (Date Destroyed) _____ (By Whom) _____ (Name of Witness)

☐ State Toxicology Lab notified. ☐ Turned over to Narcotics Control Unit/Department of Consumer Protection. (Section 54-36g)

Name of Police Department	Signature and title	Date

I acknowledge receipt of the item(s) listed below and relieve the above Police Department of responsibility for said item(s).

Item number(s)	Signed (Owner/Agent)	Released by (Print name)	Date released

FINANCE DEPARTMENT

Memo

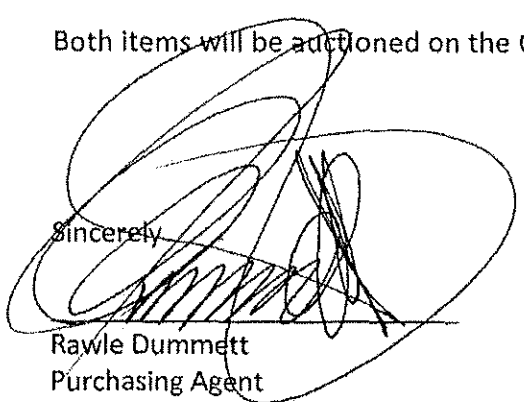
To: The Board of Selectmen
From: Rawle Dummett
CC: Kim Allen
Date: April 15, 2021
Re: Disposal of aged Assets

The Purchasing Agent respectfully seeks permission from the Board of Selectmen to dispose of the items listed below in accordance with Chapter 3.08.020, Section 2.112.020 of the Ordinance. These assets have outlived their usefulness to the Town.

- H1 Hyster Forklift asset #001886 - replaced in accordance with the fleet plan.
- Layton Paving Machine Serial #D7621-K-6 asset #101410, acquired in 1977.

Both items will be auctioned on the GovDeals website.

Sincerely,



Rawle Dummett
Purchasing Agent

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

DATE: April 13, 2021
TO: Robert Brule, First Selectman
FROM: Gary J. Schneider, Director of Public Works
SUBJECT: Surplus Vehicles

Please consider declaring for surplus the following pieces of equipment under the Fleet Management Plan, due to age and condition.

Declare Surplus: H-1
Hyster Forklift
Hour Meter - 805
Asset #001886

Layton Paving Machine
Purchased in 1977
Serial #D7621-K-6
Asset #101410

We respectfully request to be placed on the April 20, 2021 agenda. If you need further information, please contact our office.

Thank you.

Gary J. Schneider, Director

Cc: Kim Allen Director of Finance
Rawle Dummett, Purchasing Agent
Garon VanOverloop, Fleet Lead Mechanic

FINANCE DEPARTMENT

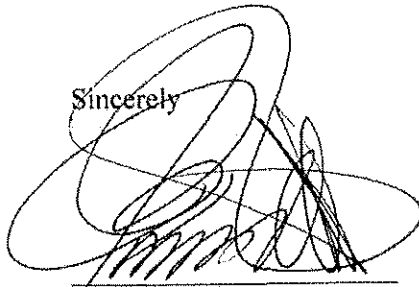
Memo

To: The Board of Selectmen
From: Rawle Dummett
CC: Kim Allen
Date: April 12, 2021
Re: Disposal of aged/broken assets

The Purchasing Agent, seeks permission from the Board of Selectmen to dispose of an aged and broken 4-drawer filing cabinet in accordance with chapter 3.08.020 of the Ordinance. This item will be disposed of at the transfer station.

This item has no assigned asset identification number.

Sincerely


Rawle Dummett

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

TO: Rawle Dummett
Purchasing Agent

FROM: Kim Allen, Director of Finance

RE: Furniture Surplus Request

DATE: April 12, 2021

There is a broken 4-drawer lateral filing cabinet in the Finance Director's office that needs to be approved for surplus. The file cabinet has 2 broken drawers and is of no value to the department or town and I request that it be removed to the transfer station for disposal.

There is no asset number assigned to the piece of furniture as it was purchased below the asset tracking threshold.

Respectfully,

Kimberly Allen

Kimberly Allen

Joseph E. Bunkley Jr.
45 Lamphere Rd
Waterford, CT 06385
April 1, 2021

Mr. Rob Brule
1st Selectman
Town of Waterford

Mr. Brule,

I would like to inform you of my notice to resign as Chairperson of the Planning and Zoning Commission in the Town of Waterford. My wife and I have sold our the town of East Lyme. We had hoped to remain in Waterford but it didn't work out that way.

I have enjoyed my time on the P&Z Commission and would love to continue, but rules are rules. Working with the Planning and Zoning Department staff has been rewarding to say the least and I will look on this experience with the greatest of pleasure.

Thank you for the opportunity to serve this wonderful town in this capacity and I wish you and your staff the now and in the future.

Thank you again,
Joe Bunkley
Chairperson P&Z

Cindy Dupointe

From: Jane Adams <jadamsmail@gmail.com>
Sent: Monday, April 5, 2021 1:25 PM
To: Cindy Dupointe
Subject: Fwd: Reappointment of Commissioners to Waterford Harbor Management Commission

CAUTION: This email originated from outside of the organization.

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

Brian Lynch asked not to be reappointed

Begin forwarded message:

From: Jane Adams <janebadams@icloud.com>
Subject: Reappointment of Commissioners to Waterford Harbor Management Commission
Date: March 29, 2021 at 8:58:51 AM EDT
To: Robert Brule <rbrule@waterfordct.org>
Cc: David Campo <DCampo@waterfordct.org>, Harbor Management email <harbormanagement@waterfordCT.org>, Robert DeRosa <snewdall@gmail.com>, Greg Crocker <Greg@crockersboatyardinc.com>, James HAMSHER <jjhamsher@sbcglobal.net>

Good morning Rob,

I am hopeful that the Board of Selectman will approve the extension of terms for the following three Commissioners to serve from 2021 to 2023 on the Waterford Harbor Management Commission:

Greg Crocker, Alternate
Robert DeRosa
James Hamsher

I am awaiting confirmation for Brian Lynch and will forward a request for his re-appointment once I have heard from him.

The Harbor Management Commission has benefited greatly from these commissioners along with our other commissioners as can be noted by the unanimous votes of our Commission.

Thank you very much.
Jane Adams
Chair
Waterford Harbor Management Commission