

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

RECEIVED TOWN CLERK
MAY 26 2020

2020 MAY 26 AM 9:12

**AGENDA
REPRESENTATIVE TOWN MEETING
REGULAR MEETING
Monday, June 1, 2020
7:00pm – Waterford Town Hall
ZOOM VIDEO CONFERENCE**

The public is invited to view via YOU TUBE live stream at the following:
<https://www.youtube.com/channel/UC7hhqBh6eoFpZiYCtoSxsTA/live>. The link can also
be found at www.Waterfordct.org with the agenda. Phone access is available by
contacting the Town Clerk beginning May 26 through 3:00 P.M the day of the meeting at
Dcampo@waterfordct.org or (860)444-5831.

- A. Pledge of Allegiance
- B. Roll Call
- C. To consider and act upon the minutes of the May 11-14, 2020 Special Budget Meeting.
- D. Correspondence
- E. Public Comment (Email, Drop Box or Mail only)

All public comment must be submitted by email to the Town Clerk at dcampo@waterfordct.org or mailed to 15 Rope Ferry Rd, Waterford, CT 06385 beginning on May 27, 2020. Comments will be sent to each member and posted to the website. Comments received by 6:00 P.M. on the day of the meeting will be acknowledged that same day.

- 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, tabled from the February Meeting, 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**.
 - 2. To consider and act upon the recommendation from the Planning and Zoning Commission to accept a piece of land at 23 Old Norwich Road.

3. To consider and act upon a recommendation from the Board of Selectman to convey a permanent gas line easement to Yankee Gas Services Company DBA Eversource Energy for \$50,000, located at 1000 Hartford Road over the presently existing temporary gas easement.
4. To consider and act upon a recommendation from the Board of Finance to approve a transfer of **\$1,000,000** from the **Unassigned Fund Balance to the Undesignated Fund Balance of the CNR.**

I. New Business

J. Adjournment

FIFTEEN ROPE PERRY ROAD
WATERFORD, CT 06385-2886



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

C

MINUTES *AMENDED
REPRESENTATIVE TOWN MEETING
ZOOM REMOTE ONLY ACCESS/PUBLIC VIA YOU TUBE
Special Annual Budget Meeting
May 11, 12, 13 and 14, 2020

RECEIVED
MAY 20 PM 3:08
TOWN OF WATERFORD, CT

Moderator Thomas J. Dembek called the Annual Budget Meeting of the Representative Town Meeting to order on May 11, 2020, at 6:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Greg Attanasio, Michael Bono, Jennifer Bracciale, April Cairns, Tim Condon, Thomas J. Dembek, Susan Driscoll, Steve Elci, Tim Floravanti, Miriam Furey-Wagner, Nick Gauthier, Paul S. Goldstein, Kathleen Kohl, David Lersch, Valerie Metivier, Richard Morgan, Richard F. Muckle, Liam O'Leary, Ted Olynciw, Sally Ritchie, Michael E. Rocchetti, Danielle Steward-Gelinas, Robert Swansen (7:00 P.M.), Baird Welch-Collins.

ABSENT: None

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J. Brule Jr, Selectman Elizabeth Sabilla, Selectwoman Jody Nazarchyk, Chair of the Board of Finance Ronald R. Fedor, Board of Education Chair Craig Merriman.

EX-OFFICIO MEMBERS ABSENT: None

ALSO PRESENT: Town Attorney Robert Avena, Town Clerk David Campo, and Director of Finance Kim Allen

PUBLIC COMMENT

Moderator Dembek acknowledged the receipt of four items for comment from the following: Helen Kwasniewski, Marcus Brucoli, Jason Kohl, Adam Blinderman. All comments are available for view at www.waterfordct.org or upon request of the Town Clerk.

AGENDA ITEM D – April 20, 2020 Special Meeting Minutes.

MOTION by Driscoll, seconded by Welch-Collins, to approve the April 20, 2020 Special Meeting Minutes.

VOTING IN FAVOR: Unanimous

PROCEDURAL MATTERS

The Annual Budget Meeting is, in fact, an open meeting called to order on May 11, 2020, to be recessed on May 11, and again on May 12, and May 13, and only to be adjourned after final action on May 14, 2020. Consideration of the budget by department/agency follows the posted schedule.

*MEETING ACCESS ADDED TO HEADING AND BOE FINAL ACTION VOTE CORRECTED

STANDING MOTION by Majority Leader Muckle, seconded by Minority Leader Driscoll, to offer a standing motion to move each proposed budget for consideration in the order specified in the hearing schedules, with approvals at the series subtotal and the department total levels, with the understanding that all totals are considered tentatively approved until final action is taken at the end of our budget hearing.

VOTING IN FAVOR: Unanimous.

CALL ITEM 1 – Board of Education and General Fund Budgets.

Consideration and action upon the General Fund Budget, which includes both Board of Education and General Government budgets for the Fiscal Year July 1, 2020, through June 30, 2021, as recommended by the Board of Finance, and as may be modified by the determination of the Representative Town Meeting.

BOARD OF EDUCATION (10160) \$50,842,315

PRESENTATION: Chairman of the Board of Education Craig Merriman, Superintendent of Schools Thomas Giard, Assistant Superintendent of Schools Craig Powers, BOE Director of Finance Joseph Mancini presented the details of the budget and stood for questions.

Discussion ensued.

MOTION by Steward-Gelinas, seconded by Driscoll, to reduce Line Item 10160-59901 Education by \$470,000, from \$50,842,315 to \$50,372,315.

Discussion ensued.

MOTION by Rocchetti, seconded by Steward Gelinas, to move the question.

VOTING IN FAVOR: Bracciale, Cairns, Condon, Dembek, Driscoll, Goldstein, Lersch, Morgan, Muckle, O'Leary, Olynciw, Ritchie, Rocchetti, Steward-Gelinas, Swansen.

VOTING AGAINST: Attanasio, Elci, Fioravanti, Furey-Wagner, Gauthier, Kohl, Welch-Collins

Abstained: Bono, Metivier.

MOTION to move passed: 15-7-2

VOTING IN FAVOR: Bracciale, Condon, Dembek, Driscoll, Goldstein, Lersch, Morgan, Muckle, O'Leary, Olynciw, Ritchie, Rocchetti, Steward-Gelinas, Swansen.

VOTING AGAINST: Attanasio, Elci, Furey-Wagner, Gauthier, Kohl, Welch-Collins.

Abstained: Bono, Cairns, Fioravanti, Metivier.

APPROVAL of 10160-59901 series new subtotal of \$50,372,315.

VOTING IN FAVOR: Bracciale, Condon, Dembek, Driscoll, Goldstein, Lersch, Morgan, Muckle, O'Leary, Olynciw, Ritchie, Rocchetti, Steward-Gelinas, Swansen.

VOTING AGAINST: Attanasio, Elci, Furey-Wagner, Gauthier, Kohl, Welch-Collins.

Abstained: Bono, Cairns, Fioravanti, Metivier.

AMENDED TOTAL: \$50,372,315

Recess at 8:31 P.M.

CALL TO ORDER

The Annual Budget Meeting of the Representative Town Meeting resumed at 6:00 P.M. on Tuesday, May 12, 2020, with the call to order by Moderator Dembek.

PLEDGE OF ALLEGIENCE

*MEETING ACCESS ADDED TO HEADING AND BOE FINAL ACTION VOTE CORRECTED

ROLL CALL

PRESENT: Greg Attanasio (6:15 P.M.), Michael Bono, Jennifer Bracciale (6:15 P.M.), April Cairns (6:15 P.M.), Tim Condon, Thomas J. Dembek, Susan Driscoll, Steve Elci, Tim Fioravanti, Miriam Furey-Wagner, Nick Gauthier, Paul S. Goldstein, Kathleen Kohl, David Lersch, Valerie Metivier, Richard Morgan, Richard F. Muckle, Liam O'Leary, Ted Olynciw, Sally Ritchie, Michael E. Rocchetti, Danielle Steward-Gellinas, Robert Swansen, Baird Welch-Collins.

ABSENT: None

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J. Brule Jr, Selectman Elizabeth Sabilla, Selectwoman Jody Nazarchyk, Chair of the Board of Finance Ronald R. Fedor, Board of Education Chair Craig Merriman.

EX-OFFICIO MEMBERS ABSENT: None

ALSO PRESENT: Town Attorney Robert Avena, Town Clerk David Campo, and Director of Finance Kim Allen

ETHICS COMMISSION (10143) \$650

VOTING IN FAVOR: Unanimous

CONSERVATION OF HEALTH (10132) \$139,197

PRESENTATION: Director of Ledge Light Health District Stephen Mansfield

VOTING IN FAVOR: Unanimous

PUBLIC HEALTH NURSING SERV (10133) \$27,820

PRESENTATION: Director of the Visiting Nurses Association of Southeastern CT Mary Lenzini

VOTING IN FAVOR: Unanimous

SOCIAL SERVICES GRANTS/MISC (10120) \$81,780

VOTING IN FAVOR: Unanimous

REGISTRARS OF VOTERS (10102) \$74,279

PRESENTATION: Democratic Registrar of Voters Julie Watson Jones, Republican Registrar of Voters Patricia Waters.

VOTING IN FAVOR: Unanimous

TAX COLLECTOR (10106) \$206,156

PRESENTATION: Tax Collector Alan Wilensky

VOTING IN FAVOR: Unanimous

YOUTH & FAMILY SERVICES BUREAU (10119) \$244,743

PRESENTATION: Director of Waterford Youth and Family Services Dani Gorman.

VOTING IN FAVOR: Unanimous.

BOARD OF ASSESSMENT APPEALS (10105) \$1,588

PRESENTATION: Assessor Palge Walton

*MEETING ACCESS ADDED TO HEADING AND BOE FINAL ACTION VOTE CORRECTED

VOTING IN FAVOR: Unanimous

ASSESSOR (10104) \$283,613

PRESENTATION: Assessor Paige Walton

VOTING IN FAVOR: Unanimous

CONTINGENCY (10121) \$265,000

PRESENTATION: Director of Finance Kim Allen

VOTING IN FAVOR: Unanimous.

DEBT SERVICE (10139) \$7,628,790

PRESENTATION: Director of Finance Kim Allen

VOTING IN FAVOR: Unanimous..

INSURANCE (10112) \$4,658,000

PRESENTATION: Director of Human Resources Joyce Sauchuk

VOTING IN FAVOR: Unanimous.

TOWN CLERK (10109) \$267,309

PRESENTATION: Town Clerk David L. Campo

VOTING IN FAVOR: Unanimous

REPRESENTATIVE TOWN MEETING (10117) \$19,453

MOTION by Driscoll, seconded by Welch-Collins, to reduce Line Item 10117-552010 Advertising by \$500, from \$6,500 to \$6,000.

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

AMENDED TOTAL: \$18,953

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

PUBLIC COMMENT: Town Clerk David Campo acknowledged receipt of two items for public comment and that they were forwarded to members and posted to the town's website from the following: Colleen Lineburgh, Maggie Sullivan. All comments are available for view at www.waterfordct.org or upon request of the Town Clerk.

Recess at 7:19 P.M.

CALL TO ORDER

The Annual Budget Meeting of the Representative Town Meeting resumed at 6:00 P.M. on Wednesday, May 13, 2020, with the call to order by Moderator Dembek.

PLEDGE OF ALLEGIANCE

ROLL CALL

*MEETING ACCESS ADDED TO HEADING AND BOE FINAL ACTION VOTE CORRECTED

PRESENT: Greg Attanasio, Michael Bono, Jennifer Bracciale, April Cairns, Tim Condon, Thomas J. Dembek, Susan Driscoll, Steve Elci, Tim Fioravanti, Miriam Furey-Wagner, Nick Gathier, Paul S. Goldstein, Kathleen Kohl, David Lersch, Valerie Metivier, Richard Morgan, Richard F. Muckle, Liam O'Leary, Ted Olynciw, Sally Ritchie, Michael E. Rocchetti, Danielle Steward-Gelinas, Baird Welch-Collins.

ABSENT: Robert Swansen

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J. Brule Jr, Selectman Elizabeth Sabilia, Selectwoman Jody Nazarchyk, Chair of the Board of Finance Ronald R. Fedor, Board of Education Chair Craig Merriman.

EX-OFFICIO MEMBERS ABSENT: None

ALSO PRESENT: Town Attorney Robert Avena, Town Clerk David Campo, and Director of Finance Kim Allen

ZONING BOARD OF APPEALS (10115) \$4,310

PRESENTATION: Director of Planning Abby Piersall

VOTING IN FAVOR: Unanimous

ECONOMIC DEVELOPMENT COMMISSION (10113) \$8,576

PRESENTATION: Director of Planning Abby Piersall

VOTING IN FAVOR: Unanimous

CONSERVATION COMMISSION (10114) \$18,250

PRESENTATION: Director of Planning Abby Piersall

VOTING IN FAVOR: Unanimous with two members abstaining. (Lersch, Muckle)

PLANNING & ZONING COMMISSION (10110) \$629,267

PRESENTATION: Director of Planning Abby Piersall

VOTING IN FAVOR: Unanimous

FLOOD & EROSION CONTROL BOARD (10141) \$2,138

PRESENTATION: Director of Planning Abby Piersall

VOTING IN FAVOR: Unanimous

BUILDING DEPARTMENT (10118) \$289,423

PRESENTATION: Director of Planning Abby Piersall

VOTING IN FAVOR: Unanimous

BUILDING MAINTENANCE (10111) \$253,045

PRESENTATION: Director of Planning Abby Piersall

VOTING IN FAVOR: Unanimous.

RECREATION & PARKS COMMISSION (10137) \$1,519,608

PRESENTATION: Director of Recreation and Parks Brian Flaherty, Assistant Director Ryan McNamara, Program Coordinator Kerry Sullivan

MOTION by Welch-Collins, seconded by Driscoll, to reduce Line Item 10137-52420 Maintenance of Property by \$5,050, from \$150,133 to \$145,083.

Discussion ensued.

RTM Member Mike Bono recommended to reduce the reduction by \$2,440, from \$5,050 to \$2,610.

*MEETING ACCESS ADDED TO HEADING AND BOE FINAL ACTION VOTE CORRECTED

FRIENDLY AMENDMENT by Welch-Collins, seconded by Driscoll, to amend the motion to reduce Line Item 10137-52420 Maintenance of Property by \$2,610, instead of \$5,050, from \$150,133 to \$147,523
VOTING IN FAVOR: Unanimous with one member against (Bracciale) and one member abstaining.

(Dembek)

MOTION PASSED: 22-1-1

MOTION by Furey-Wagner, seconded by Welch-Collins, to reduce Line Item 10137-51810 Overtime by \$5,000, from \$25,478 to \$20,478.

VOTING IN FAVOR: Attanasio, Bono, Cairns, Condon, Driscoll, Furey-Wagner, Goldstein, Lersch, Metivier, Morgan, Muckle, O'Leary, Olynciw, Rocchetti, Steward-Gelinas, Welch-Collins.

VOTING AGAINST: Bracciale, Elci, Floravanti, Gauthier, Kohl, Ritchie.

ABSTAINED: Dembek

MOTION PASSED: 16-6-1

MOTION by Driscoll, seconded by Steward-Gelinas to reduce Line Item 10137-51920 FICA by \$383, from \$81,029 to \$80,646.

VOTING IN FAVOR: Unanimous with one member abstaining. (Dembek)

AMENDED TOTAL Recreation & Parks: \$1,511,615

VOTING IN FAVOR: Unanimous with one member abstaining. (Dembek)

COMMUNITY USE OF SCHOOLS (10146) \$86,126

VOTING IN FAVOR: Unanimous.

FIRE SERVICES (10123) \$3,101,562

PRESENTATION: Director of Fire Services Bruce Miller

VOTING IN FAVOR: Unanimous

BOARD OF SELECTMEN (10101) \$201,320

PRESENTATION: First Selectman Robert Brule

VOTING IN FAVOR: Unanimous.

PUBLIC WORKS DEPARTMENT (10130) \$4,689,207

PRESENTATION: Director of Public Works Gary Schneider

VOTING IN FAVOR: Unanimous.

PUBLIC COMMENT: Town Clerk David Campo acknowledged receipt of eight items for public comment and that they were forwarded to members and posted to the town's website from the following: Linda Bralley, Carol Batch, Erika Bassett, Laura McCue, E.J. McCue, Tammy Hullivan, Cheryl Morosky, Susan Podeswa. All comments are available for view at www.waterfordct.org or upon request of the Town Clerk.

Recess at 8:59 P.M.

*MEETING ACCESS ADDED TO HEADING AND BOE FINAL ACTION VOTE CORRECTED

CALL TO ORDER

The Annual Budget Meeting of the Representative Town Meeting resumed at 6:00 P.M. on Thursday, May 14, 2019, with the call to order by Moderator Dembek.

PLEDGE OF ALLEGIANCE
ROLL CALL

PRESENT: Greg Attanasio, Michael Bono, Jenifer Bracciale, April Cairns, Tim Condon, Thomas J. Dembek, Susan Driscoll, Steve Elci, Tim Fioravanti, Miriam Furey-Wagner, Nick Gauthier, Paul S. Goldstein, Kathleen Kohl, David Lersch, Valerie Metivier, Richard Morgan, Richard F. Muckle, Liam O'Leary, Ted Olynciw, Sally Ritchie, Michael E. Rocchetti, Danielle Steward-Gelinas, Robert Swansen, Baird Welch-Collins.

ABSENT: None

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J. Brule Jr, Selectman Elizabeth Sabilla, Selectwoman Jody Nazarchyk, Chair of the Board of Finance Ronald R. Fedor, Board of Education Chair Craig Merriman.

EX-OFFICIO MEMBERS ABSENT: None

ALSO PRESENT: Town Attorney Robert Avena, Town Clerk David Campo, and Director of Finance Kim Allen

PUBLIC COMMENT: Town Clerk David Campo acknowledged receipt of thirty-two items for public comment and that they were forwarded to members and posted to the town's website from the following: Craig Merriman, A Concerned Citizen, Marcia Benvenuti, Michael Perkins, Robin Shine, Bonnie Palmer, Jo Ann Dumin, Lisa Muti, Lindsey Grgurich, Joy Morin, Tim Burrows, Susan Podeswa, Brian Nichols, Jeffrey Hotsky, April Brown, Jose Gonzalez, Marissa Nakaoka, Kelly Hurrell, Ben Parent, Bigl Ebbin, Eric Page, Madeline Parent, Mary Moffett Childs, Stacy Blatnik, Brooke Stutzman, Sue Tonucci, Wayne Shaedler, Megan Nelson, Joshua Steele Kelly, Joyce Vlaun, Terry abate, Molly Quiles. All comments are available for view at www.waterfordct.org or upon request of the Town Clerk.

RETIREMENT COMMISSION (10116) \$5,982,978

PRESENTATION: Chairman of the Retirement Commission Susan Driscoll

VOTING IN FAVOR: Unanimous.

WATERFORD PUBLIC LIBRARY (10136) \$1,073,193

PRESENTATION: Library Director Roslyn Rubinstein

Director Rubenstein recommended a reduction to Line Item 10136-52100 Electricity in the amount of \$3,530

MOTION by Driscoll, seconded by Goldstein, to reduce Line Item 10136-52100 Electricity by \$3,530, from \$37,530 to \$34,000.

VOTING IN FAVOR: Unanimous with one member abstaining. (Furey-Wagner)

AMENDED TOTAL: \$1,069,663

VOTING IN FAVOR: Unanimous with one member abstaining. (Furey-Wagner)

SENIOR CITIZENS COMMISSION (10135) \$548,127

PRESENTATION: Director of Senior Services Lisa Cappuccio

VOTING IN FAVOR: Unanimous.

*MEETING ACCESS ADDED TO HEADING AND BOE FINAL ACTION VOTE CORRECTED

FINANCE DEPARTMENT (10107) \$701,270

Director of Finance Kim Allen

VOTING IN FAVOR: Unanimous.

HUMAN RESOURCES DEPARTMENT (10145) \$266,233

PRESENTATION: Director of Human Resources Joyce Sauchuk

VOTING IN FAVOR: Unanimous.

BOARD OF FINANCE (10103) \$66,000

PRESENTATION: Director of Finance Kim Allen

VOTING IN FAVOR: Unanimous.

LEGAL DEPARTMENT (10108) \$298,000

VOTING IN FAVOR: Unanimous

EMERGENCY MANAGEMENT (10122) \$1,087,258

PRESENTATION: Director of Emergency Management Stephen Sinagra, Chief of Police Brett Mahoney

VOTING IN FAVOR: Unanimous.

POLICE COMMISSION (10129) \$6,450,741

PRESENTATION: Chief of Police Brett Mahoney

VOTING IN FAVOR: Unanimous with two members abstaining. (Muckle, Steward-Gelinas)

INFORMATION TECHNOLOGY (10147) \$824,968

PRESENTATION: Chief of Police Brett Mahoney

VOTING IN FAVOR: Unanimous with one member abstaining. (Attanasio)

CURRENT YEAR CAPITAL IMPROVEMENTS (10138) \$2,216,680

VOTING IN FAVOR: Unanimous.

TRANSFERS TO CAPITAL AND NON-RECURRING EXPENDITURE (10140) \$1,401,280

MOTION by Attanasio, seconded by Driscoll, to reduce Line Item 10140-57857 Civic Triangle Upgrades by \$50,000, \$50,000 to \$0.

Discussion ensued.

MOTION Muckle, seconded by Welch-Collins, to move the question.

VOTING IN FAVOR: Unanimous.

MOTION to move passed

VOTING IN FAVOR: Attanasio

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

MOTION FAILED 1-23

*MEETING ACCESS ADDED TO HEADING AND BOE FINAL ACTION VOTE CORRECTED

FINAL ACTION

GENERAL GOVERNMENT OPERATIONS (Amended Total) \$34,359,165

MOTION by Ritchie, seconded by Goldstein, to approve the General Government Operations Budget in the amount of \$34,359,165.

VOTING IN FAVOR: Unanimous.

BOARD OF EDUCATION: 10160 (Amended Total) \$50,372,315

MOTION by Steward-Gelinas, seconded by Swansen, to approve the Board of Education Budget in the amount of \$50,372,315 .

MOTION by Olynciw, seconded by Attanasio, to reconsider.

Discussion ensued.

VOTING IN FAVOR: Attanasio, Elci, Fioravanti, Furey-Wagner, Gauthier, Kohl, Olynciw, Welch-Collins.

VOTING AGAINST: Bracciale, Condon, Dembek, Driscoll, Goldstein, Lersch, Morgan, Muckle, O'Leary, Ritchie, Rocchetti, Steward-Gelinas, Swansen.

ABSTAINED: Bono, Cairns, Metivier.

MOTION to reconsider failed: 8-13-3

VOTING IN FAVOR: Bracciale, Condon, Dembek, Driscoll, Goldstein, Lersch, Morgan, Muckle, O'Leary, Ritchie, Rocchetti, Steward-Gelinas, Swansen.

VOTING AGAINST: Attanasio, Elci, Fioravanti, Furey-Wagner, Gauthier, Kohl, Olynciw, Welch-Collins.

ABSTAINED: Bono, Cairns, Metivier.

MOTION PASSED: 13-8-3

CURRENT YEAR CAPITAL IMPROVEMENTS (10138) \$2,216,680

MOTION by Welch-Collins, seconded by Muckle, to approve the Current Year Capital Improvements Budget in the amount of \$2,216,680.

VOTING IN FAVOR: Unanimous.

TRANSFERS TO CAPITAL AND NON-RECURRING EXPENDITURE (10140) \$1,401,280

MOTION by Muckle, seconded by Welch-Collins, to approve the Transfer to Capital and Non-Recurring Expenditure Fund Budget in the amount of \$1,401,280

VOTING IN FAVOR: Unanimous.

DEBT SERVICE (10139) \$7,628,790

MOTION by Welch-Collins, seconded by Steward-Gelinas, to approve the Debt Service budget in the amount of \$7,628,790

VOTING IN FAVOR: Unanimous.

TOTAL BUDGET FISCAL YEAR 2020 (Amended Total) \$95,978,230

MOTION by Steward-Gelinas, seconded by Muckle to approve a Total Budget for Fiscal Year 2021 in the amount of \$95, 978,230

VOTING IN FAVOR: Unanimous.

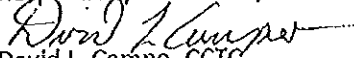
CALL ITEM 4 – Tax Payment Schedule. (See Attachment)

MOTION by Driscoll, seconded by Welch-Collins, to approve the tax payment schedule for Fiscal Year 2020 – 2021, as recommended by the Tax Collector.

*MEETING ACCESS ADDED TO HEADING AND BOE FINAL ACTION VOTE CORRECTED

MOTION by Welch-Collins, seconded by Steward-Gelinas, to adjourn at 8:08 P.M.
VOTING IN FAVOR: Unanimous

Respectfully submitted,


David L. Campo, CCTC
Waterford Town Clerk

*MEETING ACCESS ADDED TO HEADING AND BOE FINAL ACTION VOTE CORRECTED

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

To: Thomas J. Dembek, RTM Moderator
David Campo, Town Clerk

From: Alan Wilensky, CCMC
Tax Collector

Date: April 24, 2020

Subject: Tax Payment Schedule for Fiscal Year 2020 - 2021

RECEIVED FOR RECORD
WATERFORD, CT
2020 APR 24 AM 10:10
TOWN CLERK

I have the following recommendations for the schedule of tax payments for Fiscal Year 2020– 2021:

- Retain the two-payment system for Real Estate tax bills, providing for collections in July and January.
- Real Estate tax bills over \$100.00 would be collected in two equal installments, due July 1, 2020, and January 1, 2021.
- Real Estate tax bills of \$100.00 or less would be due in full July 1, 2020.
- Personal Property and Motor Vehicle tax bills would be due in full July 1, 2020.
- Motor Vehicle Supplemental tax bills would be due in full January 1, 2021. These bills are for vehicles registered after the assessment date of October 1, 2019, but before August 1, 2020.
- All collections shall conform to the Governor's Executive Orders and the resolution passed by the RTM on 4/20/2020

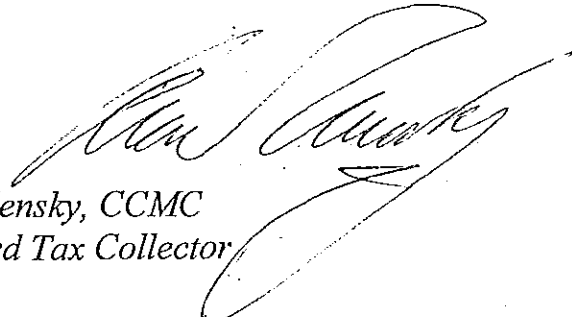


This collection schedule is recommended in order to keep the Town in compliance with Connecticut General Statutes 12-142, 12-144, and 12-144a.

Sec. 12-142. Installments; due date. The legislative body of each municipality, upon approving any budget calling for the laying of a tax on property, shall determine whether such tax shall be due and payable in a single installment or in two semiannual installments or in four quarterly installments and shall, unless otherwise provided by law, designate the date or dates on which such installment or installments shall be due and payable, subject to the provisions of section 7-383, in any municipality in compliance with requirements concerning the uniform fiscal year under chapter 110; provided the last installment of any such tax shall be due and payable not later than forty-five days before the end of the fiscal year in which the first installment thereof is due and payable, and provided any special tax shall be due and payable in a single installment. In case of failure of the legislative body to determine when such tax shall be due and payable or whenever the date on which such tax shall be due and payable has been determined, however, (1) the preparation and mailing of rate bills for such tax is delayed until after the date such tax is due or (2) such tax is not applicable to certain property until after the date such tax is due, such tax shall be due and payable, with respect to all property or property which becomes subject to tax after the date such tax is due, whichever is applicable, not later than thirty days following the date on which rate bills for such tax are mailed or handed to persons liable therefor. Except as otherwise provided by law, the several installments of a tax due in two or four installments shall be equal, but any taxpayer may pay two or more of such installments when the first is due.

Sec. 12-144. Payment of taxes of not more than one hundred dollars. Any property tax due in any municipality of this state in an amount not in excess of one hundred dollars shall be due and payable in a single payment when so determined by the appropriating body of such municipality.

Sec. 12-144a. Payment of tax on motor vehicles. Irrespective of the provisions of sections 12-142 and 12-144, the appropriating body of each municipality, upon approving any budget calling for the laying of a tax on property, shall determine whether such tax as it applies to motor vehicles shall be due and payable in a single installment.


Alan Wilensky, CCMC
Waterford Tax Collector

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

D

DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Thomas Dembek, Moderator, Waterford Representative Town Meeting

FROM: Abby Y. Piersall, AICP, Director of Planning and Development

DATE: May 18, 2020

TITLE: Proposed Changes to the Waterford Code of Ordinances Chapters 2.20 and 2.58, enabling the Facilities Manager position to be moved from the Planning Department to the Department of Public Works.

Since June of 2014, the Planning Department has, by ordinance, overseen maintenance for Town buildings. In that time, the building maintenance program has grown from providing assistance with repairs and capital planning to planning and managing major repairs and renovations, handling routine maintenance calls, and developing an asset management program. In January of 2020, the Town replaced the part-time Facilities Coordinator position with a full-time Facilities Manager. This personnel change has further increased the Town's capacity to plan for and perform appropriate building maintenance.

Creating the full-time Facilities Manager position was accomplished with the understanding that the nature of the work was most closely aligned with the Public Works Department. Moving the Facilities Manager to DPW would provide the position with more resources for tools, labor, and technical support. The move would also enable the Planning Department to direct more resources to economic development activities. Long-range facilities planning would still be done in partnership with the Planning Director, but would be under the supervision of the DPW Director.

The Planning Director, Public Works Director, and Town Attorney worked together to draft amendments to sections 2.20 and 2.58 of the Waterford Code of Ordinances to enable the position to move to DPW. The proposed amendments are respectfully submitted for the RTM's consideration and to forward to the appropriate committee for review.

RECEIVED FOR RECORD
2020 MAY 19 AM 11:13
TOWN OF WATERFORD
TOWN CLERK

Proposed Amendments (May 18, 2020)

Chapter 2.20 - PUBLIC WORKS DEPARTMENT¹²¹

Footnotes:

--- (2) ---

Editor's note— An amendment dated June 2, 2014, amended Ch. 2.20 in its entirety to read as herein set out. Former Ch. 2.20, §§ 2.20.010—2.20.040, pertained to similar subject matter and derived from: Prior code §§ 2-106—2-109; and R.T.M. 10-1-01 (part).

2.20.010 - Created—Duties.

There is a department of public works which, under the supervision of the first selectman, shall have supervision and control of the planning, surveying, constructing and reconstructing, altering, paving, repairing, maintaining, cleaning, lighting and inspecting of highways, sidewalks and curbs, public drains, and other public infrastructure improvements; and the preservation, care and removal of trees within highways or public places and related engineering work of the town; and the collection and disposal of garbage, rubbish, ashes, recycling and operations of transfer station. Further, the department may install and/or supervise the installation of water and sewer lines, but only if and to the extent requested by the utility commission, and as approved by the first selectman; provided the costs are charged against the appropriations of the requesting commission.

In addition, the department shall be responsible for the maintenance, alteration, renovation and repair of all town owned buildings and facilities,, other than schools, water and sewer infrastructures such as pumping stations and utility commission buildings, and facilities under the management of the recreation and parks commission, to include, but not limited to, town hall, library, emergency operations center, community center, youth and family services, police, public works, jordan park house, and nevins cottage. Facilities shall include all parking, handicap access, and pedestrian ways used to access buildings.

(Amend. of 6-2-14(1))

2.20.020 - Director—Appointment, removal, powers and duties.

The board of selectmen shall appoint and may remove a director of public works who shall be responsible for the efficiency, discipline and good conduct of the department, and who shall appoint and may remove such deputies, assistants and employees as the director may deem necessary, and shall prescribe their duties. The director shall be responsible for the preparation of the departmental budget, which shall be submitted to the board of selectmen for review and presentation to the board of finance. The director shall exercise his powers and discharge his duties under the supervision of the first selectman. The director shall organize the work of the department in such a manner as the director shall deem most economical and efficient. The director shall be the tree warden and shall have all the powers and duties thereof as provided in C.G.S.A. Ch. 451, as amended.

(Amend. of 6-2-14(1))

2.20.030 - Personnel—Qualifications.

- A. The director of public works shall have, at a minimum, a Bachelor of Science degree in civil engineering.
- B. The qualifications of the other members of the department of public works will be recommended by the director of public works, with the approval of the board of selectmen.

(Min. of 4-7-14; Prior code § 2-108)

2.20.040 - Organization.

The department of public works shall consist of:

- A. A director of public works;
- B. An assistant director of public works;
- C. A municipal facilities manager
- D. The following divisions:
 - 1. Sanitation and recycling.
 - 2. Highways.
 - 3. Mechanical Fleet and Light Equipment maintenance.
 - 4. Facility Management

(Amend. of 6-2-14(1))

Date: May 18, 2020

Chapter 2.20 - PUBLIC WORKS DEPARTMENT¹²

Footnotes:

--- (2) ---

Editor's note— An amendment dated June 2, 2014, amended Ch. 2.20 in its entirety to read as herein set out. Former Ch. 2.20, §§ 2.20.010—2.20.040, pertained to similar subject matter and derived from: Prior code §§ 2-106—2-109; and R.T.M. 10-1-01 (part).

2.20.010 - Created—Duties.

There is a department of public works which, under the supervision of the first selectman, shall have supervision and control of the planning, surveying, constructing and reconstructing, altering, paving, repairing, maintaining, cleaning, lighting and inspecting of highways, sidewalks and curbs, public drains, and other public infrastructure improvements; and the preservation, care and removal of trees within highways or public places and related engineering work of the town; and the collection and disposal of garbage, rubbish, ashes, recycling and operations of transfer station. Further, the department may install and/or supervise the installation of water and sewer lines, but only if and to the extent requested by the utility commission, and as approved by the first selectman; provided the costs are charged against the appropriations of the requesting commission.

In addition, the department shall be responsible for the maintenance, alteration, renovation and repair of all town owned buildings and facilities, other than schools, water and sewer infrastructures such as pumping stations and utility commission buildings, and facilities under the management of the recreation and parks commission, to include, but not limited to, town hall, library, emergency operations center, community center, youth and family services, police, public works, Jordan park house, and Nevins cottage. Facilities shall include all parking, handicap access, and pedestrian ways used to access buildings.

(Amend. of 6-2-14(1))

2.20.020 - Director—Appointment, removal, powers and duties.

The board of selectmen shall appoint and may remove a director of public works who shall be responsible for the efficiency, discipline and good conduct of the department, and who shall appoint and may remove such deputies, assistants and employees as the director may deem necessary, and shall prescribe their duties. The director shall be responsible for the preparation of the departmental budget, which shall be submitted to the board of selectmen for review and presentation to the board of finance. The director shall exercise his powers and discharge his duties under the supervision of the first selectman. The director shall organize the work of the department in such a manner as the director shall deem most economical and efficient. The director shall be the tree warden and shall have all the powers and duties thereof as provided in C.G.S.A. Ch. 451, as amended.

(Amend. of 6-2-14(1))

Deleted: .
Deleted: (1)
Deleted: s
Formatted: Font color: Red
Deleted: (4)
Formatted: Not Strikethrough
Deleted: (2)
Deleted: pumping stations,
Formatted: Font color: Red
Formatted: Font color: Red
Formatted: Font color: Red
Deleted: . (7)
Deleted: and utility commission buildings.
Deleted: (1). If this is not referenced in the first paragraph, I don't see the need here.¶ (2). Need to define facilities (such as does this include grounds and parking lots around these buildings, Recreation and Parks maintenance facilities)¶ (3). I know this is the old language, but <u>private</u> drains? I have no right to enter onto private property. Also, is this in conflict with 13.16.160 Watercourse protection?¶ (4). I believe this doesn't conflict with Chapter 2.88 as it pertains to the word alterations. ¶ (7). Comment on the last part, is the intent to just list the structures (town hall, library etc) that will be the responsibility of Public Works to maintain or is it to list the Departments/Divisions that this will pertain to. (There are no Parks Buildings listed).¶
Formatted: Font color: Red
Formatted: Font color: Red
Formatted: Font color: Red
Formatted: Font color: Red
Formatted: Underline, Font color: Red
Formatted: Font color: Red
Formatted: Font color: Red

2.20.030 - Personnel--Qualifications.

- A. The director of public works shall have, at a minimum, a Bachelor of Science degree in civil engineering.
- B. The qualifications of the other members of the department of public works will be recommended by the director of public works, with the approval of the board of selectmen.

Deleted: works ,

(Min. of 4-7-14; Prior code § 2-108)

2.20.040 - Organization.

The department of public works shall consist of:

- A. A director of public works;
- B. An assistant director of public works;
- C. A municipal facilities manager
- D. The following divisions:
1. Sanitation and recycling.
 2. Highways.
 3. Mechanical Fleet and Light Equipment maintenance.
 4. Facility Management.

Deleted: M

Deleted:

Formatted: Font color: Red

Deleted: F

Deleted: M

Deleted: C

Formatted: Strikethrough

Deleted: (5)

Deleted: (6)

Deleted:

Deleted: (5) Recommend the change from Mechanical to Fleet and Light Equipment. Facilities has a lot of mechanical equipment.¶

(6) Need to add the new division of public works.¶

Formatted: Font: (Default) Arial, 10 pt

Formatted: Font: (Default) Arial, 10 pt, Font color: Red

(Amend. of 6-2-14(1))

2.56.050 - Compensation.

The members of the economic development commission shall receive no compensation for their services as such, but shall be reimbursed for their necessary expenses incurred in the performance of their duties.

(R.T.M. 8-2-99 (part); prior code 2-124).

Chapter 2.58 - PLANNING AND DEVELOPMENT DEPARTMENT

2.58.010 - Created.

In accordance with Section 1.2 of the Town Charter, and C.G.S.A. § 7-148, there shall be a department of planning and development which shall be managed by a director of planning appointed by the board of selectmen as recommended by the first selectman.

(Amend. of 6-2-14(2))

2.58.020 - Duties.

The department shall manage the centralized planning, building and development functions of the town, which shall include assisting the planning and zoning commission, zoning board of appeals, conservation commission and all other such boards and commissions within the town. ~~Additional duties~~ shall include issuance of all building/zoning applications, building permits, zoning and wetlands permits, and environmental review of all building codes, zoning and wetland regulations within the town, as determined by the town regulatory authorities.

Deleted: . In addition, the department shall, under the supervision of the first selectman, be responsible for the maintenance, repair of buildings and building projects, for all town owned buildings and facilities, other than schools, pumping stations, water and sewer infrastructures and roads, to include, but not limited to, town hall, library, emergency operations center, community center, youth services, police and public works and utility commission buildings.

(Amend. of 6-2-14(2))

2.58.030 - Director—Appointment, removal, powers and duties.

The board of selectmen shall appoint and may remove a director of planning who shall be responsible for the efficiency, discipline and good conduct of the planning and development department, and who shall appoint and may remove such deputies, assistants and employees as the director may deem necessary, and shall prescribe their duties. The director shall be responsible for the preparation of the departmental budget, which shall be submitted to the board of selectmen for review and presentation to the board of finance. The director shall exercise such powers and discharge such duties under the supervision of the first selectman. The director shall organize the work of the department in such a manner as he shall deem most economical and efficient.

(Amend. of 6-2-14(2))

2.58.040 - Organization.

The department will primarily consist of:

- A. A director of planning;
- B. A building official;
- C. A planner;

D. A wetlands officer/environmental planner;

E. A zoning officer;

(Amend. of 6-2-14(2))

Deleted: A municipal facilities maintenance coordinator.

Formatted: No bullets or numbering

Proposed Language (May 18, 2020)

Chapter 2.58 - PLANNING AND DEVELOPMENT DEPARTMENT

2.58.010 - Created.

In accordance with Section 1.2 of the Town Charter, and C.G.S.A. § 7-148, there shall be a department of planning and development which shall be managed by a director of planning appointed by the board of selectmen as recommended by the first selectman.

(Amend. of 6-2-14(2))

2.58.020 - Duties.

The department shall manage the centralized planning, building and development functions of the town, which shall include assisting the planning and zoning commission, zoning board of appeals, conservation commission and all other such boards and commissions within the town. Additional duties shall include issuance of all building/zoning applications, building permits, zoning and wetlands permits, and environmental review of all building codes, zoning and wetland regulations within the town, as determined by the town regulatory authorities.

(Amend. of 6-2-14(2))

2.58.030 - Director—Appointment, removal, powers and duties.

The board of selectmen shall appoint and may remove a director of planning who shall be responsible for the efficiency, discipline and good conduct of the planning and development department, and who shall appoint and may remove such deputies, assistants and employees as the director may deem necessary, and shall prescribe their duties. The director shall be responsible for the preparation of the departmental budget, which shall be submitted to the board of selectmen for review and presentation to the board of finance. The director shall exercise such powers and discharge such duties under the supervision of the first selectman. The director shall organize the work of the department in such a manner as he shall deem most economical and efficient.

(Amend. of 6-2-14(2))

2.58.040 - Organization.

The department will primarily consist of:

- A. A director of planning;
- B. A building official;
- C. A planner;
- D. A wetlands officer/environmental planner;
- E. A zoning officer;

(Amend. of 6-2-14(2))

MODERATOR'S REPORT

Representative Town Meeting

June 1, 2020

F

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

Review/Evaluate Beach Fee Pricing, RTC 04-06-20

PUBLIC PROTECTION & SAFETY

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 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
Ronald R. Fedor, Chair
Board of Finance

RECEIVED FOR RECORD
JAN 22 2020
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.

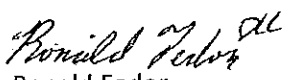
MOTION by Sheehan, seconded by Geer, to approve request from the Board of Selectman to purchase real estate located at 13 Parkway Drive and appropriate \$26,000 from Line Item #205-31520 – Undesignated Fund Balance, based upon its consistency with the Capital Improvement Plan and forward to the Representative Town Meeting as required

VOTING IN FAVOR: Unanimous..

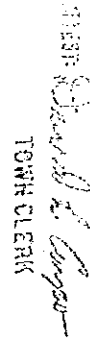
MOTION by Sheehan, seconded by Patterson, to adjourn at 5:41 P.M.

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 9:54
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**

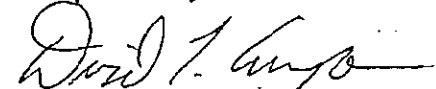
10. Consent Agenda:

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

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

Date: January 6, 2020

To: Waterford Conservation Commission

Re: 13 Parkway Drive
Potential Land Acquisition - Site Conditions / Findings

Commissioners:

A site review of 13 Parkway Drive was conducted by this office on January 3, 2020. The Town of Waterford is considering the parcel for potential acquisition.

The property is located along Alewife Cove and currently supports an area of mowed lawn, with scrub/shrub vegetation bordering the north and south edges of the parcel. Tidal wetlands occur along the eastern edge of the parcel bordering the cove. The site is apparently used to launch small craft into Alewife Cove and 5 small watercraft were observed on site during this review. The land is level with easy access to the water.

The land is located in the AB flood hazard zone, with flood elevation 10. Elevation of the property is 2 to 4 feet above mean sea level. No structures or fill are evident. Some erosion of the shoreline sediment is evident, likely due to wave action and disturbance from pedestrian use associated with launching of small watercraft.

The parcel is approximately 0.06 acres (@3,800 ft²) in area and lies immediately south of a Town-owned and maintained parcel at 15 Parkway Drive. Combined with the Town parcel at 15 Parkway Drive, the acquisition would increase frontage on Alewife Cove to 80⁺ feet and will complement the existing Town park located on the west side of Parkway Drive.

Acquisition of this land will increase open space and coastal public access to Alewife Cove and Long Island Sound and serve to preserve scenic and tidal resources, stated goals in the Town Plan of Preservation, Conservation & Development. Management measures to promote and conserve tidal wetland vegetation and shoreline stabilization are recommended. This may include interpretive signs, restoration planting and establishing a specific watercraft access to minimize shoreline disturbance.

Site photographs and location mapping is attached.

Sincerely,

Maureen FitzGerald
Environmental Planner

attachments: 3pp

cc: M. Wujewicz, Planner
A. Piersall, Planning Director

RECEIVED FOR RECORD
JAN 28 PM 12:25
TOWN CLERK

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 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 induce 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 & KEPPEL, LLC

ATTORNEYS AT LAW

20 SOUTH ANGUILLA ROAD • P.O. BOX 1446 • PAWCATUCK, CT 06379 • (860) 599-3739

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. Gardin
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:	09011C05113
Charter Route:	C002	Flood Zone Date:	08/05/2019
Zoning:	VR76W		

Tax Information

Property ID:	2443195	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	1.44%

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



DEPARTMENT OF PLANNING AND DEVELOPMENT

MEMORANDUM

TO: Thomas Dembek, Moderator, Waterford Representative Town Meeting

FROM: Abby Y. Piersall, AICP, Director of Planning and Development

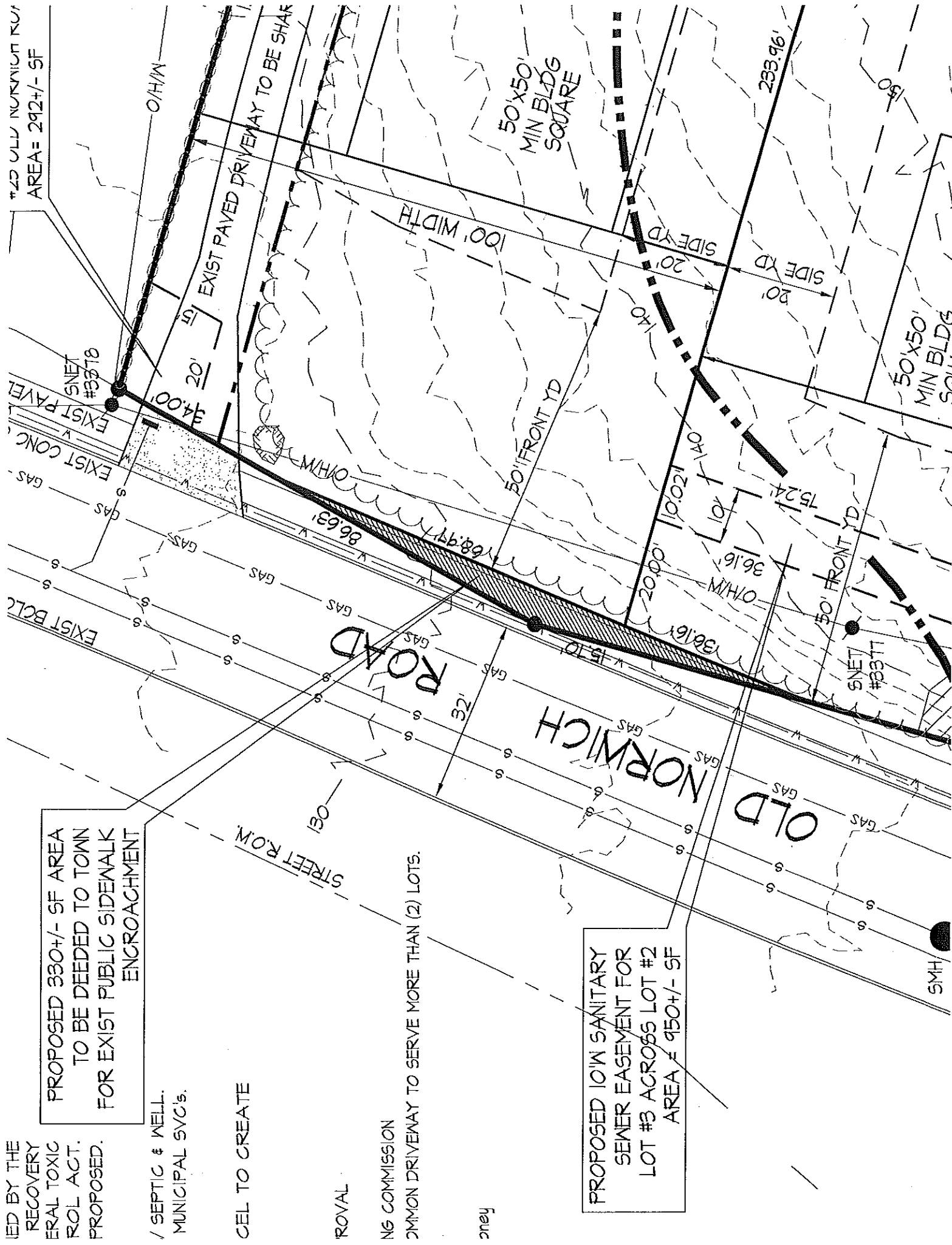
DATE: May 21, 2020

TITLE: Proposed Acceptance of Land at 23 Old Norwich Road.

On January 27, 2020, the Waterford Planning and Zoning Commission approved a three lot subdivision at 23 Old Norwich Road. Part of that approval included a recommendation to rectify a property line issue. During the course of surveying the property, it was found that a portion of the existing public sidewalk adjacent to Old Norwich Road fell within the boundaries of the private property that was being subdivided. It was determined that the simplest way to separate the public sidewalk from the private property was to deed that small area (approximately 330 square feet) to the Town. The Commission's subdivision approval included a recommendation pursuant to CGS §8-24 that the Town acquire the land so that the public improvement is fully owned by the Town. There is no cost to the Town for this acquisition.

2020 MAY 22 AM 9:49

RECEIVED



IED BY THE
RECOVERY
ERAL TOXIC
ROL ACT.
PROPOSED.

/ SEPTIC & WELL.
MUNICIPAL SVC's.

CEL TO CREATE

ROVAL

NG COMMISSION
COMMON DRIVEWAY TO SERVE MORE THAN (2) LOTS.

oney

PROPOSED 10'W SANITARY
SEWER EASEMENT FOR
LOT #3 ACROSS LOT #2
AREA = 950+/- SF

PROPOSED 330+/- SF AREA
TO BE DEEDED TO TOWN
FOR EXIST PUBLIC SIDEWALK
ENCROACHMENT

*25 OLD NORMICH RD
AREA= 292+/- SF

MINUTES

Planning & Zoning Commission
Waterford Town Hall

January 27, 2020
6:30 PM

Members Present: J. Bunkley, J. Bashaw, J. DiBuono, T. Bleasdale
Members Absent: G. Massad
Alternates Present: K. Barnett
Staff Present: A. Piersall, Planning Director; M. Wujtewicz, Planner; D. Choisy,
Recording Secretary

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

Chairman Bunkley called the meeting to order at 6:30. K. Barnett was appointed to sit for G. Massad.

2. APPROVAL OF MINUTES

MOTION: Motion made by J. Bashaw, seconded by J. DiBuono, to approve the minutes of the January 13, 2020 meeting as written.

VOTE: 5-0

3. RECEIPT OF APPLICATIONS

No new applications were received.

4. APPLICATION REVIEW

#PL-19-9 – Request of 1721 LLC, owner and applicant, for a 3-lot subdivision on property located at 23 Old Norwich Road, Quaker Hill as shown on plans titled “Existing Site Conditions Plan, Single-Family Residential Subdivision”.

Project Engineer Edward Wenke presented this application. The applicant is proposing to create 3 single family lots. There is an existing house on one of the lots, which is currently served by on-site septic and a well. The septic system & well will be discontinued and replaced with new service connections to the municipal system. The two new lots will be served by municipal water & sewer. The existing shared driveway will be utilized by all three parcels. This will eliminate the need for two new driveway curb-cuts onto Old Norwich Rd. A private easement will be applied to each lot as required for vehicular access & maintenance of the driveway. Approximately 330 square feet of the parcel along Old Norwich Road will be deeded to the Town to address an existing public sidewalk encroachment. Because the parcel is less than 5 acres, it is exempt from Open Space dedication.

M. Wujtewicz reviewed information contained in the Staff report dated January 13, 2020. The project as proposed presents items that will need to be addressed through the issuance of conditions to be implemented prior to filing the final plans on the land records:

- a. The applicant proposes to utilize an existing driveway on the property that currently services the existing single family dwelling. This driveway is proposed to also service two additional parcels. Subdivision Regulation section 5.3.2 states in part...

“Access to a lot shall be taken across the frontage of the lot except lots fronting on arterial roads and in the case where the Commission determines that a combined drive serving two lots will reduce traffic conflicts or reduce environmental impacts...”

RECEIVED FOR RECORD
WATERFORD, CT
2020 FEB -3 AM 9:38
TOWN CLERK

The applicant is proposing that two parcels utilize the existing driveway access onto Old Norwich Road rather than access across the lots frontage. As stated in the Engineer of Record report, constructing the driveways egress across the frontage of the lots would create an unsafe line of sight for vehicles exiting onto Old Norwich Road due to the configuration of the road at those locations. The Town Traffic Officer has reviewed the plan and found the combined driveway to be acceptable. The Commission is required to make a determination from the information in the record, that the combined driveway will reduce traffic conflicts and eliminate a potential for unsafe vehicular egress.

- b. The survey of the property revealed an encroachment of a portion of the public sidewalk along Old Norwich Road into the frontage of the parcel. In order to eliminate this encroachment, the applicant is proposing to convey to the Town, that portion of the property that is impacted by the sidewalk. The area has been identified and the documents have been created that would allow this conveyance to proceed. The Department of Public works has reviewed the areas to be conveyed and has no issues as stated in the Department Review section of this report. Any conveyance of private property to the Town for public purpose requires a review by the Planning and Zoning Commission in accordance with State Statute 8-24. A CGS 8-24 review is incorporated as part of this application. As with any private property that will be conveyed to the Town for public purpose, action by the RTM is also required. The applicant has submitted the required documentation which is currently under review by the Town Attorney as to form and content. The Commission can approve this application with the condition that all documentation relative to the conveyance be acceptable to the Town Attorney as to form and content.
- c. Proposed Lot 1 is currently served by an existing septic system and well. The applicant proposes to abandon the septic and well and install public sewer and water to service the lot. The design of all lots, including Lot 1 meets the criteria for lots served by public water and sewer. Because the existing dwelling on Lot 1 utilizes the onsite septic system and well, and a portion of the septic system encroaches onto the proposed Lot 2, the septic system must be abandoned and removed in addition to the well prior to filing the plans on the land records.

MOTION: Motion made by J. Bashaw, seconded by J. DiBuono, to find that, based on the information provided:

- 1. The property is located entirely within the R-20 (Medium Density Residential) Zone District
- 2. The division of the property into three or more parcels constitutes a subdivision in accordance with the definition of subdivision within the Town of Waterford Subdivision Regulations and State Statute.
- 3. The proposed lots meet the lot design standards of section 3.34 of the Town of Waterford Zoning Regulations.
- 4. Based on the information provided in the record, the Commission finds that the use of a common shared driveway for two lots not utilizing access to Old Norwich Road across their respective frontage reduces traffic conflicts.
- 5. The proposed area to be conveyed to the Town for the existing public sidewalk encroachment and this approval constitutes a report as required under Connecticut General Statutes Section 8-24.

And to approve Application #PL-19-9 for a 3-lot subdivision located at 23 Old Norwich Road with the following conditions:

1. All documentation required for the conveyance of a portion of the frontage of the property to rectify the public sidewalk encroachment be submitted, reviewed and found acceptable as to form and content by the Town Attorney prior to endorsement of the final plans.
2. The existing septic system and well be abandoned and removed properly in accordance with local health codes prior to endorsement of the final plans.
3. The fence surround for the existing pool on Lot 1 be repositioned to eliminate the encroachment onto the adjacent parcel prior to endorsement of the final plans.
4. All documentation regarding utility easements, shared driveway access and maintenance be provided for review prior to endorsement of the final plans.
5. All Storm Runoff Management Measures as shown on Sheet no. C-02 of the final plan set shall be strictly followed as stated thereon. All proposed rain gardens and/or underground infiltration systems shall be designed and approved as part of the Zoning Compliance review for the development of the individual lots.

VOTE: 5-0

5. CORRESPONDENCE

No correspondence was received.

6. ADMINISTRATIVE REVIEW

No items were discussed.

7. ADJOURNMENT

MOTION: Motion made by J. Bashaw, seconded by T. Bleasdale, to adjourn the meeting at 6:54.

VOTE: 5-0

Respectfully Submitted,



Dawn Choisy
Recording Secretary

Return To:

WARRANTY DEED – STATUTORY FORM

1721, LLC, a Connecticut Limited Liability Company, with a principal place of business at 205 Willowbrook Road, Stamford, CT, the Grantor

For consideration paid, grant to **TOWN OF WATERFORD**, a Connecticut municipality with a principal place of business at 15 Rope Ferry Road, Waterford, CT, the Grantee,
WITH WARRANTY COVENANTS

(Description and encumbrances, if any and any additional provisions)

SEE SCHEDULE "A" ATTACHED HERETO

Signed this _____ day of _____, 2020.

Witnessed by: 1721, LLC

By: _____
WITNESS: _____

WITNESS: _____

STATE OF CONNECTICUT)
) ss. _____, 2020
COUNTY OF _____)

Personally Appeared, _____,
_____ of 1721, LLC, Signer and Sealer of the foregoing
Instrument, and acknowledged the same to be his free act and deed in such capacity, duly
authorized, before me.

Notary Public
Commissioner of Superior Court

Area to be conveyed to The Town of Waterford

Beginning at a point set in the easterly line of Old Norwich Road, said point being located S 29°15'44" W 32.41' from an iron pin at the northwesterly corner of land of 1721, LLC; thence running along the existing street line of Old Norwich Road S 29°15'44" W 54.21' to a point; thence S 15°41'37" W 51.66' to a point; thence running along the new street line of Old Norwich Road N 22°08'03" E 36.16' to a point, said point being the northwesterly corner of Lot #2 and the southwesterly corner of Lot #3 as shown on the hereinafter referenced plan; thence continuing along the new street line of Old Norwich Road N 22°54'32" E 68.97' to the point of beginning, the last course bounded easterly by Lot #3.

Containing 312, square feet, more or less

Being shown on plan entitled "Subdivision Plan prepared for 1721, LLC,
#23 Old Norwich Road, Waterford, Connecticut, Scale: 1"=30', Date: 8/2/19, Sheet #1,
Prepared by Advanced Surveys, LLC.

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

3

May 21, 2020

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

RECEIVED TOWN CLERK
MAY 21 2020
2020 MAY 21 PM 2:42
TOWN OF WATERFORD, CT

Dear Mr. Dembek,

The Board of Selectmen, at their Meeting on Tuesday, March 3, 2020 unanimously recommended the following:

To consider and act on the attached Permanent *Gas Distribution Easement* from the Town of Waterford and Yankee Gas Services Company dba Eversource Energy to finalize gas distribution at 1000 Hartford Turnpike for the consideration of \$50,000 payable to the Town of Waterford, subject to 8-24 approval and authorize the First Selectman to sign said easement on the Town's behalf pursuant to Town Attorney's review for content and form.

Please put this request on your agenda for your next meeting.

Sincerely,

Robert J. Brule
First Selectman

**MINUTES
BOARD OF SELECTMEN
Regular Meeting
Tuesday, March 3, 2020
5:00pm
Waterford Town Hall**

RECEIVED FOR RECORD
WATERFORD, CT
2020 MAR -4 PM 1:30
TOWN CLERK

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

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

2. **Public Comment:**

3. **Selectman's Office:** To consider and act on the attached Permanent *Gas Distribution Easement* from the Town of Waterford and Yankee Gas Services Company dba Eversource Energy to finalize gas distribution at 1000 Hartford Turnpike for the consideration of \$50,000 payable to the Town of Waterford, subject to 8-24 approval and authorize the First Selectman to sign said easement on the Town's behalf pursuant to Town Attorney's review for content and form.

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

4. **Purchasing:**

4a. Cooperative Purchase Acceptance - To consider and act on a request from Rawle Dummet, Purchasing Agent, on behalf of the IT Department, to seek the Board's approval to have the removal of the Network Tower at the Old Municipal Complex building and reinstallation to the new facility done by Tactical Communications in the amount of \$18,239. This company is responsible for the Town's Communication Network System and is contracted by the State, contract number 14PSX0073 to perform such services. Funds will be available from LI 20530-57695 Municipal Complex Renovation.

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

4b. BID Waiver – Municipal Complex Security Access Wiring - To consider and act on a request from Rawle Dummet, Purchasing Agent, on behalf of the Municipal Complex Building Committee to waive the bidding process and award the bid to D/E/F Wiring Services LTD in the amount of \$28,420 accordance with the Purchasing Ordinance Section 3.08.050. Funds will be available from LI 20530-57695 Municipal Complex Renovation.

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

4c. Cooperative Purchase Acceptance - To consider and act on a request from Rawle Dummet, Purchasing Agent, on behalf of the Municipal Complex Building Committee, to seek the Board's approval to have installation of Cisco Communications Network throughout the Public Works Municipal Complex Facility done by EPlus accordance with The Purchasing Ordinance Section 3.08.010. The Cisco System is used throughout Town and EPlus is contracted by the State to provide related services under contract number 18PSX0202. The request should be considered in the amount of \$49,849. Funds will be available from LI 20530-57695 Municipal Complex Renovation.

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

5. Building Maintenance: To consider and act on a request from Abby Piersall, Planning Director for the following FY20 Additional Appropriation and forward onto the Board of Finance as Required:

LINE ITEM	LINE DESCRIPTION	Amount
10111-55030	Public Improvements	\$10,000

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

6. Appointments and Resignations:

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

7a. IT Committee – Attached list of old computers.

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

7b. Public Works – Misc. surplus equipment. (attached)

MOTION was made by Ms. Sabilia and seconded by Ms. Nazarchyk to add item 7b. to the agenda and approve as stated. **VOTE: 3-0**

8. New Business:

8a. Recreation and Parks:

8a. To consider and act on a request from Brian Flaherty, Director for the following FY20 Additional Appropriation and forward onto the Board of Finance as Required:

LINE ITEM	LINE DESCRIPTION	TO
20537-57796	Tennis Court Surface Repairs	\$9,000

MOTION was made by Ms. Sabilia and seconded by Ms. Nazarchyk to add item 8a. to the agenda and approve as stated. **VOTE: 3-0**

8b. To consider and act on a request from Brian Flaherty, Director to Re-designate and Appropriate Capital Funds for the replacement of bathroom facilities at Waterford Beach Park and forward onto the Board of Finance as required:

Capital Non-Recurring Designated:

LI# 20537-57781 – Waterford Beach Pavilion Restroom - \$92,687

LI# 20537-57782 – Replacement of Causeway Bathroom WBP – \$126,300

MOTION was made by Ms. Sabilia and seconded by Ms. Nazarchyk to add item 8b. to the agenda and approve as stated. **VOTE: 3-0**

**Agenda, Board of Selectmen
3/3/20 Regular Meeting
Page 4**

9. Consent Agenda:

- 9.a.** Tax Refunds – None submitted
- 9.b.** Meeting Minutes: 2/13/20 Budget and 2/18/2020 Budget and Regular meeting minutes.- approved

10. Adjournment: There being no further business to come before the Board, and upon a motion made by Ms. Nazarchyk and seconded by Ms. Sabilia, the Meeting of the Board of Selectmen was adjourned at 5:50 pm.

Respectfully submitted,

**Kathleen Nunes Peterson
Recording Secretary**

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

May 4, 2020

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

RE: APPLICATION #PL-20-8
CGS 8-24 APPROVAL – 1000 Hartford Turnpike – Permanent Gas Easement

Dear Mr. Brule:

At a meeting held on April 27, 2020, the Planning & Zoning Commission took the following action concerning the above referenced application:

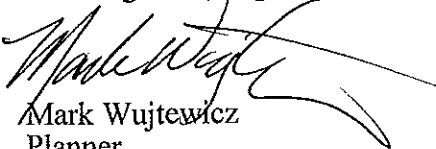
APPROVED: #PL-20-8 – Request of the Town of Waterford First Selectmen for municipal improvement in accordance with Section 8-24 of the Connecticut General Statutes to grant a Permanent Gas Distribution Easement to Yankee Gas Services Company on property located at 1000 Hartford Turnpike.

This approval and attached minutes constitutes a report required under CGS 8-24 of the Connecticut General Statutes. Please Review the conditions of approval and contact this office when you are preparing specs for this project. If you have any questions, please do not hesitate to call this office.

Sincerely,

Joe Bunkley
Chairman
Planning & Zoning Commission

By:


Mark Wujtewicz
Planner

cc: RTM Moderator
Chairman, Board of Finance
Kimberly Allen, Director of Finance
Gary Schneider, Public Works Director

MINUTES
SPECIAL MEETING
Remote Access

RECEIVED FOR RECORD
WATERFORD, CT

2020 APR 28 PM 12:25

Planning & Zoning Commission
Waterford Town Hall

Tom Bunkley April 27, 2020
TOWN CLERK 3:00 PM

Members Present: J. Bunkley, J. Bashaw,
Members Absent: G. Massad, J. DiBuono, T. Bleasdale
Alternates Present: K. Barnett
Staff Present: A. Piersall, Planning Director; M. Wujtewicz, Planner; Jill Pisechko,
Zoning Official; M. FitzGerald, Environmental Planner; D. Choisy,
Recording Secretary

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

Chairman Bunkley called the meeting to order at 3:00. K. Barnett was appointed to sit for G. Massad.

2. APPROVAL OF MINUTES

MOTION: Motion made by J. Bashaw, seconded by K. Barnett, to approve the minutes of the March 9, 2020 meeting as written.

VOTE: 3-0

3. RECEIPT OF APPLICATIONS

#PL-20-11 – Request of the Town of Waterford Recreation and Parks Department for municipal improvement in accordance with Section 8-24 of the Connecticut General Statutes for construction of bathrooms at 305 Great Neck Road (Waterford Beach Park).

A. Piersall stated that this application is in order for receipt, and appears later on the agenda for the Commission's review.

4. APPLICATION REVIEW

#PL-20-2 – Request of Walter John Senkow, owner, Yost Manufacturing and Supply, applicant for site plan approval to locate a manufacturing/warehouse building at 994 Hartford Turnpike, I-G zone, in accordance with Sections 11.1.5, 11.1.11 and 22 of the Zoning Regulations and as shown on plans entitled "Yost Family Realty LLC Yost Manufacturing and Supply, Inc." dated February 11, 2020.

A. Piersall informed the Commission that a request for a 90-day continuance of this application was submitted by the applicant's agent.

#PL-20-7 – Request of CSCE Realty, LLC owner and applicant for modification of an approved site plan on property located at 140 Cross Road in accordance with section 22 of the zoning regulations and as shown on plans titled "Land Development Plans Issued for Site Plan Approval, Constitution Surgery Center East, Building Expansion" dated March 3, 2020.

Project Engineer Matthew Bruton of BL Companies reviewed the proposed site conditions with the Commission. The application as proposed is to construct a 7,025 square foot addition to an existing medical building. The applicant proposes the use of the addition will be for an operating room, six

of bathrooms at 305 Great Neck Road (Waterford Beach Park).

A. Piersall stated that this application is for the replacement of bathrooms at Waterford Beach which are located in the flood plain. The existing septic system will be eliminated, and sewer lines will be installed.

MOTION: Motion made by J. Bashaw, seconded by K. Barnett, to find that the proposed replacement of the bathrooms at Waterford Beach is consistent with the Plan of Preservation, Conservation and Development in that they:

1. Preserve coastal resources and water quality;
2. Improve sustainability and resiliency of the Town's coastal facilities;
3. Enhance the quality of life of beach-goers by addressing accessibility to the beach and beach facilities, and are
4. Consistent with the hazard mitigation planning by reducing long-term risk to property from flooding and sea level changes.

VOTE: 3-0

5. CORRESPONDENCE

No correspondence was received.

6. ADMINISTRATIVE REVIEW

Non-Renewal of Letter of Credit – Kathryn Court Subdivision (20 Doyle Road/153 Niantic River Road)

M. Wujtewicz stated that the developer of this subdivision was granted conditional subdivision approval on June 13, 2016. As a condition of the approval, the developer was required to post a bond which funds covered 10% of the costs of the installation of public improvements including road and utilities on the condition that no lots could be sold until 90% of the public improvements was completed as required by State Statute and the Town of Waterford Subdivision Regulations. This bond was in the form of a Letter of Credit which was secured from Dime Bank on May 3, 2017 in the amount of \$71,383. Included in that amount was \$25,000, which represented the cost of maintenance of the erosion and sedimentation controls and site restoration. The remaining \$46,383 was the required 10% cost of public improvements based on the conditional approval requirements.

Subsequent to the issuance of the LOC, the developer requested, and the Commission authorized, a reduction in the amount of \$25,000 on January 14, 2019. The Commission authorized the reduction based on the fact that the site work had been substantially completed and the maintenance of the erosion and sedimentation controls and any site restoration was no longer required. The remaining amount, \$46,383, which represents the public improvements, remained in effect. The remaining funds is also the amount that the Town is required to hold until one year and fifteen days after the public improvements have been accepted by a vote of the RTM.

The Town has been notified by Dime Bank of their election not to renew the above Letter of Credit. As a result of the Bank's intent not to renew, and the developer's inability to obtain a replacement Letter of Credit or other form of bond, and in order to protect the Town's interest and that of the homeowners who have constructed their homes and own property in the subdivision, the Town intends to exercise its right under the Subdivision Bond Agreement to request that the remaining amount of the funds be disbursed to the Town. This in order to complete the remaining public improvements and pursue acceptance of the road and public improvements by the RTM. Acceptance of the public improvements will allow the residents on Kathryn Court to receive Town

PERMANENT GAS DISTRIBUTION EASEMENT

For a valuable consideration, receipt of which is acknowledged, the Town of Waterford (Grantor), grants unto Yankee Gas Services Company dba Eversource Energy, a specially chartered Connecticut corporation with offices in Connecticut, its successors and assigns (Grantee), with WARRANTY COVENANTS, the non-exclusive perpetual right to construct, install, operate, maintain, inspect, repair, replace, relocate, remove and rebuild, across, under and through those portions of the Grantor's lands described herein (Easement Area), a pipeline system consisting of pipes, valves, fixtures and other appurtenances useful for providing gas distribution and service (Facilities); the right to provide gas distribution and service by means of the same; the right to enter the Grantor's lands for the purpose of constructing, installing, relocating, rebuilding, inspecting, maintaining, repairing, improving or removing the Facilities; and the right, subject to the Grantor's approval, which approval will not be unreasonably withheld, delayed or denied, to trim and keep trim, cut and remove such trees or shrubbery as in the reasonable judgment of the Grantee are necessary to maintain its Facilities.

Pursuant to the Temporary Gas Distribution Easement and Right of Entry Agreement dated May 12, 1991, and recorded in Volume 400 at Page 768 of the Waterford Land Records, as modified by that certain Modification of Temporary Gas Distribution Easement and Right of Entry dated November 14, 2002 and recorded in Volume 570 at Page 30 of the Waterford Land Records, the Grantor and Grantee have entered into this Permanent Gas Distribution Easement (the Easement).

The Easement Area, located on the Grantor's lands, on the westerly side of Hartford Road, Conn. Route 85, in the Town of Waterford, Connecticut, is shown on a map entitled "Plan Showing 15' Gas Line Easement over Property of The Town of Waterford Route 85 Waterford, Connecticut Yankee Gas Services Co. Date: December 1993 Scale: 1"=40' " which map is filed as Map No. 3136 of the Town of Waterford Land Records and on a map entitled "Plan Showing Additional Gas Line Easement over Property of The Town of Waterford Route 85 Waterford, Connecticut Yankee Gas Services Co. Date: August 2002 Scale: 1"=40' " which map is filed as Map No. 4584 of the Waterford Land Records.

The Grantor agrees, at the reasonable request of the Grantee and at the Grantor's expense, to adjust the location of any proposed future installations by or through Grantor so that there will be minimal interference with the maintenance procedures and requirements of the Grantee and/or any of the rights of the Grantee under this Easement. Further, the Grantee agrees to allow the Grantor continued ingress and egress over and across the Easement Area and to maintain any existing facilities, sidewalks or pavements within the Easement Area and to construct and install additional facilities and utilities, such as fences, roadways, utility lines, drainage structures and fuel line conduits, so long as said facilities do not unreasonably restrict the safe and efficient functioning and maintenance of the Grantee's Facilities or otherwise interfere with the Grantee's rights under this Easement.

In the event of damage to or destruction of the Grantee's Facilities caused by the negligent or willful acts or omissions by the Grantor, its agents or the respective employees thereof, the cost of any and all repairs or replacements shall be borne by the Grantor.

The Grantee further agrees that as long as and to the extent that Grantee's Facilities, together with all appurtenances located on the Grantor's lands pursuant to this Easement are used to provide gas distribution and service, the Grantee shall install, repair, replace and maintain said Facilities at its own expense (except as otherwise provided herein) and in connection with any repair, replacement or maintenance of said Facilities, the Grantee shall promptly restore the area disturbed to substantially the same condition as existed prior to such repair, replacement or maintenance, provided, however, that such other restoration shall not include any structures, other improvements or plantings made or installed contrary to the provisions of this Easement.

Any easement or right herein described and granted, or any interest therein or part thereof, may be assigned by the Grantee to any utility company and the Grantor hereby agrees to, approves and ratifies any such assignment and agrees that the right and/or interest so assigned may be used for the purposes described in this Easement.

The terms "Grantor" and "Grantee" shall include lessees, heirs, executors, administrators, successors and assigns where the context so requires or permits.

TO HAVE AND TO HOLD the premises unto it, the said Grantee, its successors and assigns, forever.

IN WITNESS WHEREOF, the parties have duly executed this instrument.

Signed, sealed and delivered in the presence of:

TOWN OF WATERFORD

Witness

_____(L.S.)

Witness

By:
Its:

Witness

YANKEE GAS SERVICES COMPANY
dba EVERSOURCE ENERGY

_____(L.S.)

Witness

By:
Its:

ACKNOWLEDGMENT

STATE OF CONNECTICUT

S.S. _____

COUNTY OF _____

On this ____ day of _____, 20__ before me, the undersigned officer, personally appeared _____ who acknowledged him/herself to be the person whose name is subscribed to the within instrument and acknowledged that he/she, being duly authorized to do so, executed the same for the purposes therein contained as said Grantor's free act and deed.

IN WITNESS WHEREOF, I hereunto set my hand and the official seal.

Notary Public - Seal Required
My Commission Expires _____

STATE OF CONNECTICUT

S.S. _____

COUNTY OF _____

On this ____ day of _____, 20__ before me, the undersigned officer, personally appeared _____ who acknowledged him/herself to be the person whose name is subscribed to the within instrument and acknowledged that he/she, being duly authorized to do so, executed the same for the purposes therein contained as said Grantee's free act and deed.

IN WITNESS WHEREOF, I hereunto set my hand and the official seal.

Notary Public - Seal Required
My Commission Expires _____

GAS DISTRIBUTION EASEMENT AND RIGHT OF ENTRY

SUBJECT: THE TOWN OF WATERFORD, CONNECTICUT

FACILITY LOCATION: 1000 HARTFORD TURNPIKE, WATERFORD, CONNECTICUT

This agreement shall serve as a Temporary Gas Distribution Easement and Right of Entry (hereinafter "Easement") to Yankee Gas Services Company, a specially chartered Connecticut corporation with offices in Meriden, Connecticut, (hereinafter "Grantee") from THE TOWN OF WATERFORD, CONNECTICUT (hereinafter "Grantor") subject to the terms and conditions as set forth herein. This Easement is being granted pursuant to a memorandum of understanding by and between the Grantor and Grantee and shall remain in full force and effect until replaced with a Permanent Easement which the Grantor shall not unreasonably delay or deny.

The Easement area is located on the Grantor's lands in the Town of Waterford, Connecticut on the _____ side of Hartford Turnpike. Said Easement area being more particularly described on a survey prepared by Sargis Associates, Inc. of Rocky Hill, Connecticut entitled "PLAN SHOWING PROPOSED 15' GAS LINE EASEMENT OVER PROPERTY OF THE TOWN OF WATERFORD ROUTE 85, WATERFORD, CONNECTICUT YANKEE GAS SERVICES CO. APRIL, 1991 REVISED 4-5-91 AND 4-11-91 SCALE: 1"=40' by SARGIS ASSOCIATES, INC.", which map is on file at the office of Sargis Associates, Inc., Rocky Hill, Connecticut.

TERMS AND CONDITIONS

1. This Easement establishes an area approximately fifteen feet (15 ft) $\pm$ in width upon, under and across the property of the Town of Waterford as aforementioned, to be used by the grantee i) as work and storage areas during the installation of a gas pipeline system; ii) as the permanent area of installation for said gas pipeline system; and iii) as the area of the aforementioned Permanent Easement.

The Grantor also agrees to provide the Grantee, to the extent possible, the use of other locations on its property for the purpose of storing pipe and equipment during the installation of said gas pipeline system. The Grantor further agrees not to erect any structures, nor grade or excavate within or upon the Easement Area.

INITIAL ap

2. When said gas pipeline system is completely installed, the then permanently installed gas pipeline shall be accepted as being within the boundaries of the aforementioned Easement Area and to the extent possible, shall serve as the centerline of location of the proposed Permanent Easement .
3. The Grantee hereby agrees, at its sole cost and expense, to obtain a survey of the proposed Permanent Easement. Said survey shall be drawn on mylar to Class A-2 standards of accuracy and shall be suitable for filing in municipal land records, and shall be prepared, signed and sealed by a Connecticut licensed land surveyor .
4. The dates and period of installation of the gas pipeline system shall be coordinated between the Grantor and Grantee.
5. This Agreement will be recorded on the land records in the Town of Waterford, Connecticut and will remain in full force and effect until replaced by the proposed Permanent Easement.
This Easement shall become null and void upon recording of said Permanent Easement. Said recorded Permanent Easement shall serve as notice of the cancellation of this easement.
6. The sole purpose and use of the Easement is to provide and allow the Grantee i) the right to construct, install, maintain, replace, upgrade, relocate, remove and rebuild a pipeline system for gas consisting of pipes, valves, fixtures and other pipeline appurtenances useful for providing gas distribution and service;; ii) the right to provide gas distribution and service by means of said pipeline system; iii) the right to enter the Grantor's property for the purpose of inspecting, maintaining, improving or removing said pipeline system; and iv) the right, subject to the Grantor's approval, which approval will not be unreasonably withheld, to trim and keep trim, cut and remove such trees or shrubbery as in the judgement of the Grantee are deemed necessary to install and maintain its facilities and appurtenances.
7. If the Easement is ever abandoned or is no longer used to provide gas distribution or service for a period of two (2) uninterrupted years, then all rights granted to the Grantee shall revert to the Grantor, subject, however, to the approval of the Connecticut Department of Public Utility Control or its successor agency.

INITIAL JP

BOOK 400 PAGE 770

8. With respect to the foregoing, the Grantee and the Grantor further agree for themselves as follows:

a. The Grantor and Grantee shall cooperate in their joint use of the Easement concerning additional installations by either party. The Grantor agrees, at the reasonable request of the Grantee, to adjust the location of any proposed future installations so that there will be minimal interference with the maintenance procedures and requirements of the Grantee. Further, the Grantee agrees to allow the Grantor continued ingress and egress over and across the Easement and to maintain any existing facilities, sidewalks or pavements within the Easement, and to construct and install additional facilities and utilities, such as fences, roadways, utility lines, drainage structures and fuel line conduits, so long as said facilities do not unreasonably restrict the safe and efficient functioning and maintenance of the Grantee's facilities.

b. In the event of the negligent damage to or destruction of any facilities of the Grantee by the Grantor, its agents or employees thereof, the cost of any and all repair or replacement of said facilities shall be borne by the Grantor.

The Grantee agrees to hold the Grantor harmless from the cost of damages to the Grantee's facilities resulting from the reasonable non-negligent use of the Easement by the Grantor, its officials, agents or employees, in a manner consistent with the terms and conditions of this Easement.

c. The Grantee further agrees, by acceptance of this Easement, that as long as and to the extent that the facilities, together with all appurtenances, located on the Grantor's lands pursuant to the Easement are used to provide gas distribution or service, the Grantee will repair, replace and maintain such facilities at its own expense (except as otherwise provided herein) and in connection with any repair, replacement or maintenance of said facilities, the Grantee shall promptly restore the premises to substantially the same condition as existed prior to such repair, replacement or maintenance, provided however, that such restoration shall not include any structures, plantings or other improvements made by the Grantor contrary to the provisions of the Easement.

d. The Grantor and Grantee agree that at all times during the life of this Easement, they shall indemnify and save the other harmless, including any of their officials, agents and employees from all claims, suits, actions, damages and costs resulting from the negligent and/or unauthorized use of the Easement by either party and/or any of their contractors or subcontractors; INITIAL 

- BOOK 400 PAGE 661
- e. Any right described herein, or any interest therein or part thereof, may be assigned by the Grantee to any utility company and the Grantor hereby agrees to, approves and ratifies any such assignment and agrees that the interest so assigned may be used for the purposes described in this Agreement and the proposed Permanent Easement.

The words "Grantor" and "Grantee", shall include lessees, heirs, executors, administrators, successors and assigns where the context so requires or permits.

It is the intention of the parties hereto that a Permanent Gas Distribution Easement, incorporating substantially the same terms and conditions as set forth herein, be prepared, executed and recorded thereby replacing this Easement.

TO HAVE AND TO HOLD the premises unto it, the said Grantee, its successors and assigns forever.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their authorized representatives.

Signed, sealed and delivered
in the presence of:

Jeane M. Voyer
Jeane M. Voyer

Louise T. Appleby
(Mrs.) Louise T. Appleby

THE TOWN OF WATERFORD

BY: Anthony J. Gigliotti
ANTHONY J. GIGLIOTTI

ITS: FIRST SELECTMAN

DATE: May 10, 1991

YANKEE GAS SERVICES COMPANY

Elizabeth C. Purdick

Maritza M. Agosto

BY: John A. Chenkus
John A. Chenkus

ITS: REAL ESTATE AGENT, AS AGENT

DATE _____

YANKEE GAS SERVICES COMPANY
REAL ESTATE DEPARTMENT
YANKEE GAS SERVICES COMPANY
RECEIVED FOR RECORD

RECEIVED FOR RECORD May 27 1991

4 2:20 P.M. ATTEST: Robert M. Lyle
TOWN CLERK

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

4

BOARD OF FINANCE

May 20, 2020

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

Dear Mr. Dembek:

At the May 20, 2020 meeting of the Board of Finance, the Board voted to recommend to the Representative Town Meeting, to transfer \$1,000,000 from the unassigned fund balance to the undesignated fund balance of the CNR.

I respectfully request you place this item on the agenda of the next meeting of the Representative Town Meeting.

Sincerely,

Ronald Fedor ^{mtm}
Ronald Fedor
Chairman

RF/mtm

RECEIVED FOR RECORD
2020 MAY 21 PM 12:41
TOWN CLERK

Board of Finance
Regular Meeting Minutes
Remote Access

Wednesday, March 11, 2020
7:00 pm

Present: Chairman Ronald R. Fedor, Mark Geer, John Sheehan, Kevin Petchark, Glenn Patterson and Tali Maidelis

Absent: None.

Elected: Robert J. Brule, First Selectman

RTM: Thomas Dembek, RTM Moderator.

Staff: Kim Allen, Finance Director, Alan Wilensky, Tax Collector; Paige Walton, Assessor; Brett Mahoney, Chief of Police, Dani Gorman, Director Youth Services; and Maryellen McConnell, Secretary.

RECEIVED FOR RECORD
WINTHROP, CT
2020 MAY 21 PM 12:38
TOWN CLERK

1. Establishment of a quorum and call to order:
A quorum was established and a call to order was established at 7:01 pm, May 20, 2020.
2. Public comment: no public comment
3. Approval and acceptance of minutes:

Board of Finance Budget Meeting Minutes:
March 2, 4, 9, and 11, 2020
April 7, 9 and 21, 2020

Regular meeting minutes from March 11, 2020.

Motion by John Sheehan and seconded by Glenn Patterson to approve the March 2, 4, 9, and 11, 2020, and April 7, 9, and 21, 2020 Budget Hearing Minutes:

Vote: 6-0

Motion: Passed

Motion by John Sheehan and seconded by Tali Maidelis to approve March 11, 2020, Hearing Minutes and also to add and amend the minutes of Special Meeting of April 1, 2020.

Vote: 6-0

Motion: Passed

4. To consider and act on a request from, the Board of Selectmen, on behalf of the **Municipal Complex Building Committee**, Town Of Waterford, to move **\$100,833** from designated line #205-31520 Capital and Non-recurring Undesignated Fund to designated line #20530-57695 Municipal Complex Renovation.

Motion by John Sheehan and seconded by Mark Geer to approve the Request as stated:

Vote: 6-0

Motion: Passed

5. To consider and act on a request from the Board of Finance to the RTM to transfer **\$1,000,000** from the unassigned fund balance to the undesignated fund balance of the CNR.

Motion by John Sheehan and seconded by Glenn Patterson to approve the Request as stated and forward onto the RTM.

Vote: 6-0

Motion: Passed

6. To consider and act on a request from Alan Wilensky, Waterford Tax Collector, to review a list of tax accounts to approve for transfer to suspense for the current fiscal year

Motion by John Sheehan and seconded by Tali Maidelis to approve the Request as stated:

Vote: 6-0

Motion: Passed/Fail

7. To consider and act on a request from, the Board of Selectmen, contingent upon their approval, on behalf of Paige Walton, Assessor, to move **\$90.00** for out of series transfers from designated line 10104-53020 – Other Supplies to designated line 10104-52020 – Postage.

Motion by John Sheehan and seconded by Glenn Patterson to approve the Request as stated:

Vote: 6-0

Motion: Passed

8. To consider and act on a request from, the Board of Selectmen, contingent upon their approval, on behalf of Brett Mahoney, Chief of Police, to move \$26,500 for in-series transfers from designated line 10122-51210 – Clerical to designated line 10122-51110 – Administrative

No action is required by the Board of Finance, as this is an in-series transfer.

9. To consider and act on a request from, the Board of Selectmen, contingent upon their approval, on behalf of Roz Rubinstein, Library Director, to move \$20,000 for an out of series transfer from designated line 10136-51210 – Clerical/Technical to designated line 10136-52040 – Service Contracts & Repairs.

Motion by John Sheehan and seconded by Tali Maidelis to approve the Request as stated:

Vote: 6-0

Motion: Passed

10. To consider and act on a request, from the Board of Selectmen, contingent upon their approval, on behalf of Dani Gorman, Director of Youth and Family Services, to move \$2,500 for out of series transfers from designated line 10119-51110 – Administration to 10119-52380 – Programs.

Motion by John Sheehan and seconded by Mark Geer to approve the Request as stated:

Vote: 6-0

Motion: Passed

11. Review List of FY20/21 Revenues and Estimated Tax Rate Based upon the RTM 2021 budget.

St of CT – Education Grants:	\$332,091
St of CT – General Gov't Grants:	<u>\$716,553</u>
Total State:	\$1,048,644

Other Sources:	\$189,360
Total General Gov't:	\$2,382,155
Total Revenue Exclusive of Taxes:	\$3,620,159
Total Property Taxes:	\$91,912,639
Grand Total Revenue:	\$95,532,798

With the current budget that was approved by the RTM and the revenue that was discussed we are looking at a mill rate calculation of 27.87. This is what is required to meet the budget that has been approved. The current mill rate is 27.98, a difference of (.11) is necessary to meet the budget that was approved.

12. Establish Tax Rate for Fiscal Year 2020-2021.

Motion by John Sheehan and seconded by Tali Maidelis to set the mill rate for the Town of Waterford at 27.87:

Vote: 6-0

Motion: Passed

13. Old Business: None

14. New Business:

Request by John Sheehan for Kim Allen, Finance Director, to explain what COVID-19 expenses and what may be covered by FEMA:

A FEMA grant has been submitted through June 30, 2020, for \$179,534, which should cover about 75% of our expenses. This is broken up by services, labor, materials and supplies. They will not be covering some items like IT equipment (cameras for Zoom meetings). However; the State has released information that they will be covering expenses as well. So we are expecting 100% coverage on all expenses.

10. Correspondence:

Emergency Order 004: The beaches are open with social distancing. The parking lot has been fix and paved as of today. No lifeguards will be on duty, so no swimming. We needed to get the property open, there will be 150 parking spaces available. This weekend we will waive the fee to get in.

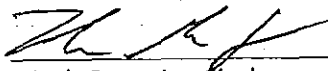
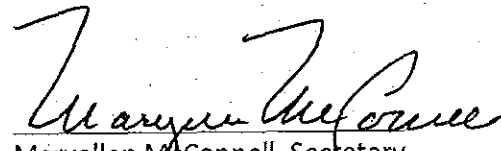
11. Adjournment:

Motion by John Sheehan and seconded by Mark Geer to adjourn the Meeting of the Board of Finance at 7:31 p.m.

Vote: 6-0

Motion: Passed

Respectfully submitted,


Mark Geer, Jr., Clerk
Maryellen McConnell, Secretary