

TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

DEPT/AGENCY: 10117 REPRESENTATIVE TOWN MEETING

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 APPROVED BD/COMM (12/4/23)	2024/2025 BD OF SELECTMEN APPROVED (2/1/24)	2024/2025 BD OF FINANCE APPROVED (3/13/24)	BOF Approved \$ Increase	BOF Approved % Increase
PERSONNEL COSTS											
51210	CLERICAL/TECHNICAL	0	1		0	1	1	1	1	0	0.00%
51920	F.I.C.A	0	0		0	0	0	0			
	SUBTOTAL	0	1	0	0	1	1	1	1	0	0.00%
SERVICES											
52010	ADVERTISING	4,625	6,000		1,499	6,000	6,000	6,000	6,000	0	0.00%
52020	POSTAGE	13	50		0	50	50	50	50	0	0.00%
52050	DUES, CONFERENCES, EDUC.	12,852	12,852		12,852	12,852	12,852	12,852	12,852	0	0.00%
	SUBTOTAL	17,490	18,902	0	14,351	18,902	18,902	18,902	18,902	0	0.00%
MATERIALS & SUPPLIES											
53010	OFFICE SUPPLIES	0	0	0	0	0	0	0	0		
	SUBTOTAL	0	0	0	0	0	0	0	0		
	DEPARTMENT TOTAL	17,490	18,903	0	14,351	18,903	18,903	18,903	18,903	0	0.00%

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: RTM 10117**



FY2025

10117 REPRESENTATIVE TOWN MEETING

GENERAL REMARKS

The Waterford Representative Town Meeting is the legislative body of the town government. The RTM holds six regular meetings (of which the December meeting is the "Annual Meeting"), one usually extended budget session in May and occasional special meetings during the calendar year.

There are six standing committees which do much of the work of the RTM, meeting as necessary in order to conduct the work assigned to them by the moderator. The town clerk is the clerk of the RTM and most of the clerical work for meetings is handled by that office.

SERIES JUSTIFICATION

51000 SERIES

The Town Clerk will handle these duties as part of his salary. I do ask that the line remain funded in the case of a scheduling conflict or a conflict of interest.

52000 SERIES

52010 Advertising: RTM Call, public hearing notices, notice of legislation, etc.

52020 Postage: Committee correspondence, notices, special requests for minutes or agendas.

52050 Dues Conferences and Education: Service fees to Connecticut Conference of Municipalities, which is used by all town departments. CCM does not expect an increase, but still has not formally set its rate for FY23.

53000 SERIES

53010 Office Supplies: The costs of nameplates for new RTM members will come out of the town's general supplies.

BUDGETARY RESTRAINT

We will continue to use email and the Town Courier when appropriate to help reduce postage. Advertising continues to be a primary stressor.

TOWN OF WATERFORD
GENERAL FUND
2024-2025 PROPOSED BUDGET

DEPT/AGENCY: 10117 REPRESENTATIVE TOWN MEETING

LINE ITEM	DESCRIPTION	COLUMN 1 2022/2023 ACTUAL EXPENDED	COLUMN 2 2023/2024 RTM APPROP.	COLUMN 3 2022/2023 ADDITIONAL/ TRANSFERS	COLUMN 4 ACTUAL EXPEND & ENCUMBAS OF 1/1/24	COLUMN 5 2024/2025 DEPT/ AGENCY REQUEST	COLUMN 6 2022/2023 APPROVED BD/COMML.
PERSONNEL COSTS							
51210	CLERICAL/TECHNICAL	0	1			1	
51920	F.I.C.A						
	SUBTOTAL	0	1	0	0	1	1
SERVICES							
52010	ADVERTISING	4,626	6,000			6,000	6,000
52020	POSTAGE	14	50			50	50
52050	DUES, CONFERENCES, EDUC.	12,852	12,852			12,852	12,852
	SUBTOTAL	17,492	18,902	0	0	18,902	18,902
DEPARTMENT TOTAL		17,492	18,903	0	0	18,903	18,903



MINUTES
REPRESENTATIVE TOWN MEETING
Regular Meeting
December 4, 2023

RECEIVED FOR RECORD
WATERFORD, CT
2023 DEC - 6 P 2:38
TOWN CLERK

First Selectman Robert Brule, Acting Moderator, called the December 4, 2023 Annual Meeting of the Representative Town Meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Kyras Augmon-Bossa, Michael Bono, Jennifer Bracciale, Mark Campo, Harry Colonis (speaker phone), Mary Childs, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Timothy Fioravanti, Nicholas Gauthier, Kevin Girard, Paul Goldstein, Kristen Gonzalez, Ryan Healy, Christina Jessuck, Matthew Keatley, Lindsay Khan, Shawn Monahan, Ursula Moreshead, Kayla Mullen, Kathleen Mullen Kohl, Theodore Olynciw, Danielle Steward-Gelinas, David Sugrue

ABSENT: Jerry Fischer

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

EX-OFFICIO MEMBERS ABSENT: Chair of the Board of Pat Fedor, selectman Greg Attanasio

ALSO PRESENT: Town Clerk David L. Campo; Town Attorneys Robert Avena and Nick Kepple; Director of Finance Kim Allen.

AGENDA ITEM C – Elect a Moderator

NOMINATION by Steward-Gelinas, seconded by Healy, to nominate Paul Goldstein to serve as Moderator for a term of one year.

GOLDSTEIN selected as Moderator: Unanimous

RTM Member Colonis left the meeting.

AGENDA ITEM D – October 2, 2023 Minutes

MOTION by Driscoll, seconded by Bono, to accept the October 2, 2023 Minutes with the following correction noted by Town Clerk David Campo: That written public comment submitted by Waterford Resident Laurette Saller be accepted as part of the October 2, 2023. (See attachment)

MOTION PASSED: Unanimous

CORRESPONDENCE

The following items were received: a quarterly report from Fire Services, a letter from the Energy Task Force, a committee report from Public Protection and Safety, and a letter from the Public Protection and safety requesting the review of a potential open burn ordinance. (See Attachment)

PUBLIC COMMENT

Waterford resident Helen Kwasniewski offered her concerns over the use of fire pits and the need for them to be permitted, political signs should be banned.

The following members of the public spoke in opposition to the proposed Data Center: Tina DuBosque, 45 Wintergreen Dr; James Sposito, 38 Wintergreen Dr; Karen Boehm, 8 Anita Ave; John Valliere, 294 Millstone Rd E.; Bryan Sayles, 54 Wintergreen Dr(See Attachment); Michele Lewis-O'Donnell submitted in writing (See attachment), 19 Nichols Lane.

The following members of the public spoke in support of the proposed Data Center: Beth Sabilia, 132 Oswegatchie Rd; Kris Talar, 6 8th Ave; Joe Toner, 11 Old Mill Rd; Don Barnes 3 Maple Ave; Jim Denning, Old Mill Rd; Fred Elgersma, 245 Shore Rd

Quaker Hill resident Bryan Sayles also spoke in opposition to the LED sign proposed for Quaker Hill that is up for review in front of the Board of Selectman and concern over signs of neglect and hazards in Quaker Hill. (See Attachment)

AGENDA ITEM H

None

CALL ITEM 1 – Data Center Update

PRESENTATION: Attorney for NE Edge William McCoy

Attorney McCoy provided an update on the project and answered questions from the body.

CALL ITEM 2 – Fargo Water Tank Antennas

PRESENTATION: RTM Tom Dembek provided background

Motion by Driscoll, seconded by Bono, to approve a recommendation from the Board of Finance for an additional appropriation in the amount of **\$48,998 for a new Capital Project (Fargo Water Tank Antennas)**, account number to be determined, **from Line #205-31520 Undesignated Fund Balance of the Capital Non-recurring Expenditure Fund (CNR).**

VOTING IN FAVOR: Unanimous (Gauthier was unavailable)

CALL ITEM 3 – SCBA Up-grade Program

PRESENTATION: Fire Services Director Michael Howley

Motion by Driscoll, seconded by Bono, to approve a recommendation from the Board of Finance for an appropriation in the amount of **\$64,000 from funds designated on Capital and Non-recurring Line Item #20523-57777, SCBA Up-Grade Program** for SCBA replacements over the next three (3) years per the CIP plan.

VOTING IN FAVOR: Unanimous

MOTION by Steward-Gelinas, seconded by Healy to waive the 15 day waiting period on the above motion.

VOTING IN FAVOR: Unanimous

CALL ITEM 4: Library HVAC

PRESENTATION: Library Director Christine Johnson, Library Trustee Robert Kind

Motion by Driscoll, seconded by Bono, to approve a recommendation from the Board of Finance for an appropriation in the amount of **\$1,091,200 from funds designated on Capital and Non-recurring Line**

Item #20536-57848 Library HVAC Upgrade for renovation and replacement of the heating, ventilation and air conditioning systems at the Waterford Public Library.
VOTING IN FAVOR: Unanimous

CALL ITEM 5: Fire Marshal Fee Schedule

PRESENTATION: Public Protection and Safety Chair Tim Condon, Fire Director Michael Howley, Fire Marshal Stephen Dubicki, Jr.

MOTION by Steward-Gelinas, seconded by Dembek, to approve a recommendation from the Public Protection & Safety Standing Committee of the RTM to amend **Chapter 2.36.075 – Fire Marshall Fee Schedule and Enforcement of the Town of Waterford Code of Ordinances.**

Friendly amendment offered by Driscoll and accepted to replace “amend” with “add the new section and “to” in place “of” to read as follows: MOTION by Steward-Gelinas, seconded by Dembek, to approve a recommendation from the Public Protection & Safety Standing Committee of the RTM to add the new section **Chapter 2.36.075 – Fire Marshall Fee Schedule and Enforcement** to the **Town of Waterford Code of Ordinances.**

MOTION PASSED: Unanimous

CALL ITEM 6 – Non-union Administrative/Technical Crafts Wage Increase

PRESENTATION: First Selectman Robert Brule, Human Resource Director Christine Walters

MOTION by Driscoll, seconded by Bono, to approve a request from the First Selectman to approve the non-union Administrative Support (AS) and Technical Crafts (TC) general wage increase of 2.25% for fiscal year 2023-2024 (retroactive to July 1, 2023) and a general wage increase of 2.50% for fiscal year 2024-2025. This also includes an increase in employee cost-sharing of health benefits from 13.5% to 14% effective January 1, 2024 and 15% effective July 1, 2024.

VOTING IN FAVOR: Unanimous

CALL ITEM 7 – Non-union Management Professionals

PRESENTATION: First Selectman Robert Brule, Human Resource Director Christine Walters

MOTION by Driscoll, seconded by Bono, to approve a request from the First Selectman to approve the non-union Management Professionals general wage increase of 2.25% for fiscal year 2023-2024 (retroactive to July 1, 2023) and a general wage increase of 2.50% for fiscal year 2024-2025. This also includes an increase in employee cost-sharing of health benefits from 13% to 14% effective January 1, 2024 and 15% effective July 1, 2024.

MOTION PASSED: Unanimous

CALL ITEM 8 – Executive Session

MOTION by Steward-Gelinas, seconded by Driscoll, that the RTM along with First Selectman Rob Brule, Director of Human Resources Christine Walters, and Labor Counsel Kristi Kelly go into executive session for the purpose of discussing strategy and/or negotiations with respect to collective bargaining at 9:08 P.M. This action is taken without prejudice and based on the RTM’s right to discuss, in private, strategy and/or negotiations with respect to collective bargaining pursuant to Connecticut General Statutes §1-200(2).

MOTION PASSED: Unanimous

MOTION by Steward-Gelinas, seconded by Condon to come out of executive session at 9:31 P.M.

MOTION PASSED: Unanimous

CALL ITEM 9 – Local 818 of Council 4; AFSCME, AFL-CIO contract

PRESENTATION: First Selectman Robert Brule, HR Director Christine Walters

MOTION by Driscoll, seconded by Bono, to approve the funds necessary to implement the Tentative Agreement between the Town of Waterford and Local 818 of Council 4; AFSCME, AFL-CIO, to be effective July 1, 2023 – June 30, 2027, and authorize the First Selectman to sign on the Town's behalf.

MOTION PASSED: Unanimous

CALL ITEM 10: Personnel Review Board

MOTION by Driscoll, seconded by Gauthier, to **nominate Kathleen Mullen Kohl and Stephane Browder to the Personnel Review Board. (Term 12/01/2023 – 11/30/2026)**

MOTION PASSED: 23-0-1 (Mullen Kohl Abstained)

Mullen Kohl & Browder appointed.

CALL ITEM 11 – Committee on Committees

MODERATOR Goldstein appointed the following members to serve on the Committee on Committees: Danielle Steward-Gelinas, Susan Driscoll, Ryan Healy, Christina Jessuck, Ted Olynciw.

MODERATOR Goldstein called for a five minute recess.

CALL ITEM 12 – Committee on Committees Recommendations

MOTION by Steward-Gelinas, seconded by Driscoll, to accept the committee assignments as presented by the Committee on Committees. (See Attachment.)

MOTION by Gauthier, seconded by Childs, to amend by adding Kayla Mullen to the Public Health, Recreation and Environment Standing Committee of the RTM as a sixth member.

VOTING IN FAVOR: Childs, Gauthier, Gonzalez, Khan, Mullen Kohl

VOTING AGAINST: Augmon-Bossa, Bono, Bracciale, Campo, Condon, Dembek, Driscoll, Fioravanti, Girard, Goldstein, Healy, Jessuck, Keatley, Monahan, Moreshead, Olynciw, Steward-Gelinas, Sugrue

ABSTAINED: Mullen

MOTION TO AMEND FAILED: 5-18-1

ORIGINAL MOTION PASSED: 22-2-0 (Gauthier, Mullen opposed)

CALL ITEM 13 – Long Range Fiscal Planning Committee, School Building Committee

MOTION by Steward-Gelinas, seconded by Driscoll, to accept the Long Range Fiscal Planning Committee and School Building Committee appointments as presented. (See Attachment)

MOTION PASSED: 21-0-3 (Girard, Khan, Sugrue abstained)

CALL ITEM 14 – Retirement Commission

MOTION by Steward-Gelinas, seconded by Driscoll, to appoint Paul Goldstein and Susan Driscoll to the Retirement Commission. (Term 01/01/2024 – 12/31/2024)

Friendly amendment by Driscoll and accepted to change term to 12/04/2023 – 11/30/2025.

MOTION PASSED: Unanimous

CALL ITEM 15 – Social Services Grants Review Board

MOTION by Steward-Gelinas, seconded by Driscoll, to appoint Thomas Dembek and Lindsay Khan to the Social Services Grants Review Board. (Term 12/04/2023 – 12/02/2024)

MOTION PASSED: Unanimous

CALL ITEM 16 – Fire Services Review Special Committee

MOTION by Steward-Gelinas, seconded by Driscoll, to appoint Matthew Keatley and Susan Driscoll to the Fire Services Review Special Committee.

MOTION PASSED: 23-0-1 (Keatley abstained)

CALL ITEM 17 – Oswegatchie Fire Station Building Committee

MOTION by Steward-Gelinas, seconded by Driscoll, to appoint Jennifer Bracciale to the Oswegatchie Fire Station Building Committee.

MOTION PASSED: 23-0-1 (Bracciale abstained)

CALL ITEM 18 – RTM Proposed Schedule

MOTION by Steward-Gelinas, seconded by Driscoll, to approve the proposed schedule as presented. (See Attachment)

VOTING IN FAVOR: Unanimous

CALL ITEM 19 – RTM Proposed Budget

MOTION by Steward-Gelinas, seconded by Driscoll, to approve the FY25 budget in the amount of \$18,903 and forward to the Board of Selectmen for approval.

VOTING IN FAVOR: Unanimous

NEW BUSINESS:

RTM Member Tim Condon spoke in regard to his letter about open burn permits.

MOTION by Condon, seconded by Gauthier, to refer the subject of an "open burn ordinance" to the Public Protection and Safety Standing Committee.

VOTING IN FAVOR: Unanimous

RTM Member Ted Olynciw spoke regarding his report on vacant properties owned by the Town of Waterford, which had been handed out at a previous meeting.

MOTION by Olynciw, seconded by Gonzalez to forward the report on to the First Selectman.

VOTING IN FAVOR: Unanimous

RTM Member Jennifer Bracciale reminded the body that the tree lighting on the Historic Green is Friday December 8, 2023.

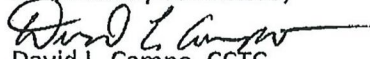
RTM Member Kevin Girard notified the body that the Energy Task Force was set to sundown on December 4, 2023.

MOTION by Driscoll, seconded by Childs, to extend the charge of the Energy task Force until February in order to research new parameters.

VOTING IN FAVOR: Unanimous

MOTION by Bono, seconded by Healy, to adjourn at 10:21 P.M.

Respectfully Submitted,



David L. Campo, CCTC

Waterford Town Clerk