

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

AGENDA
REPRESENTATIVE TOWN MEETING
SPECIAL MEETING
Thursday, August 19, 2021
7:00pm – Waterford Town Hall
ZOOM REMOTE ACCESS ONLY

Join Zoom Meeting
Meeting ID: 317 118 0827
Passcode: 123123
One tap mobile

+13126266799,,3171180827# US (Chicago)
+16465588656,,3171180827# US (New York)
Dial by your location
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)

RECEIVED FOR RECORD
WATERFORD, CT
2021 AUG 13 PM 3:41
TOWN CLERK

- A. Pledge of Allegiance to the Flag
- B. Roll Call
- C. Correspondence
- D. Transaction of Business on the Call:
 1. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of **\$32,000** as a **new Capital and Non-Recurring Project to be funded through the Capital and Non-Recurring Undesignated Fund Balance to purchase a new motor for the Quaker Hill Fire Rescue Boat.**
 2. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of **\$46,000** in **FY22 Capital and Non-Recurring Line #20511-57839 for the Emergency Egress Enclosure and move from Designated to Appropriated.**
 3. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of **\$100,000** in **FY22 Capital and Non-Recurring Line #20511- 57856 for the Jordan Village Sidewalks and move from Designated to Appropriated.**
 4. To consider and act upon a recommendation from the Board of Finance for an appropriation to merge **Lines #33022-55887** and

Line #20511- 57856 by transferring \$301,000 from #33022-55887 to #20511-57856 and close Line #330-55887.

5. To consider and act upon a recommendation from the Board of Finance for an appropriation in the amount of \$35,000 for a new *Town Hall Front Door Project as a new Capital and Non-Recurring Project.*

E. Adjournment

#1

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

August 12, 2021

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

Dear Moderator Dembek:

At the meeting of the Board of Finance held, Wednesday, August 11, 2021, it was voted to recommend to the Representative Town Meeting, an appropriation in the amount of **\$32,000** as a new **CNR Project** to be funded through the **CNR Undesignated Fund Balance**.

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

Respectfully submitted,

Ronald R. Fedor, Chairman
Board of Finance

RRF:mtm



Mercury Outboards - Outboard Mercury Outboards



Atlantic Outboard

475 Boston Post Road
Westbrook Connecticut 06498

Phone: 860-399-6773

Quaker Hill FD.

Specifications

Highlights

Notes

New Hydraulic steering price includes Helm, hoses, cylinder, helm mounting kit and labor. Trim Tabs include tabs, wiring, LED indicator switch and labor.

Weight of old motor 455 lbs, new motor 527 lbs.

Included Items

Included Items	Price
300XL (25", Black)	\$28,183.00
5" Mutil Function Gauge	\$1,353.00
Clean Power Harness	\$100.00
Control Box	\$1,912.00
Key Panel	\$96.00
SST Prop	\$765.00
Wire Harness	\$295.00
Labor	\$1,400.00
Hydraulic Steering system	\$1,600.00
Replace fuel tank sending unit	\$300.00
Misc	\$350.00
Trim tabs with indicators	\$1,577.00

MSRP \$37,931.00

Atlantic Outboard Discount (\$4,908.00)

Promotional Discounts (\$2,395.00)

Sale Price \$30,628.00

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553
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August 8, 2021

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

Mr. Fedor,

At their August 3, 2021 meeting, the Board of Selectmen voted to approve an additional appropriation request from Mr. Micheal Howley, Fire Administrator, in the amount of \$40,000 for a new motor for the Quaker Hill Fire Rescue Boat.

As Finance Director, I recommend that the Board of Finance consider funding this additional appropriation as a new Capital Non-Recurring Project and use funds from the CNR undesignated fund balance and forward onto the RTM for action.

Respectfully,

Kimberly Allen
Finance Director

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

August 3, 2021

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

Dear Chairman Fedor,

The Board of Selectmen, at their meeting on Tuesday, August 3, 2021 voted to approve the following request for additional appropriation:

To Consider And Act On a request from Fire Director, Chief Howley for an additional appropriation of \$40,000 for the Motor Upgrade to the Quaker Hill Fire Rescue Boat.

Therefore, I respectfully request that you consider and act on this requests. I have attached pertinent back up material from the designated department.

Sincerely,

Rob Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance

#5



Town of Waterford
Director of Fire Services

204 Boston Post Road
Waterford, CT 06385

July 23, 2021

Board of Selectman
15 Rope Ferry Road
Waterford, CT 06385

Re: Quaker Hill Fire Boat

On behalf of the Quaker Hill Fire Company and the Waterford Fire Services, I would like to request approval for a new capital project for the station's Fire/Rescue boat. The boat needs to be upgraded with a new motor. The Town purchased a used rebuilt motor in the 1990's. The rebuilt motor was intended as a temporary fix until a new motor could be acquired. I am requesting an appropriation for \$40,000 for a new capital project (Quaker Hill Fire Rescue Boat Motor Upgrade)

Attached to this request, please find a quote for the new motor, being used as informational only for justification for the amount requested for the new capital project. If the project is approved, a RFP will be issued for the new Motor.

Director of Fire Services

Michael J. Howley 

C: Kim Allen, Director of Finance

Chief Vlnny Ukleja, Quaker Hill Fire Company

#2

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

August 12, 2021

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

Dear Moderator Dembek:

At the meeting of the Board of Finance held, Wednesday, August 11, 2021, it was voted to recommend to the Representative Town Meeting, an appropriation in the amount of **\$46,000 in CNR Line #20511-57839 for the Emergency Egress Enclosure and move from Designated to Appropriated.**

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

Respectfully submitted,

Ronald R. Fedor, Chairman
Board of Finance

RRF:mtm

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

August 3, 2021.

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

Dear Chairman Fedor,

The Board of Selectmen, at their meeting on Tuesday, August 3, 2021 voted to approve the following request;

To Consider And Act On a request from Director of Public Works, Gary Schneider, to approve the request of \$46,000 to be moved from Designated to Appropriated in the Capital Non Recurring account.

Therefore, I respectfully request that you consider and act on this requests. I have attached pertinent back up material from the designated department.

Sincerely,

Robert Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance

#11

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

July 26, 2021

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

Subject: Emergency Egrass Enclosure

Dear Mr. Brule,

Line item 20511-57839 was funded (\$46,000) in 2020 in Capital Non-Recurring (CNR) as a project to replace the paneling on the enclosure for the emergency access stairs on the rear of Town Hall and to add access to the door to the roof. The recent window and brick replacement project have highlighted the need to replace the panels on the exterior emergency access stairway from the second floor of Town Hall. The paneling is asbestos and is still intact, but has been damaged in some areas. The panels will continue to deteriorate over time. It is advisable to remove the asbestos bearing materials before it becomes friable. A roof access door would be installed to provide access to the roof top units without the need to secure and set up a ladder or secure an exterior lift. Part of this project is to review all Building and Fire Codes to ensure that this exit is compliant.

An Architect has been selected, Silver/Petrucci Associates to perform this work. They are proposing to do the preliminary and final design, bid document, bidding and construction administration for a fee of \$9,300. Remaining funds will be applied to the construction. Due to the current construction climate, it is not known if the funding approved will be sufficient to complete the construction portion of this work.

The Department is requesting \$46,000 be moved from Designated to Appropriated in the Capital Non Recurring account. We request to be placed on the agenda of the Board of Selectman for August 3, 2021.

Sincerely,

Gary J. Schneider
Director of Public Works

Cc: Kim Allen, Director of Finance
Rawle Dummett, Purchasing Agent
Paul Koelle, Facilities Manager

FEE PROPOSAL

We propose the following fees for this project:

TASK	Toilet Facilities	Front Door Replacement	Emergency Egress Enclosure	TOTAL
Base Proposal - Preliminary Design	\$3,125.	\$570.	\$2,000.	\$5,695.
Add Alternate 1 - Final Design & Construction Documents	\$4,275.	\$775.	\$2,725.	\$7,775.
Add Alternate 2 - Bidding and Construction Administration	\$7,190.	\$1,300.	\$4,575.	\$13,065.
TOTAL	\$14,590.	\$2,645.	\$9,300.	\$26,535.

FEE QUALIFICATIONS

Customary reimbursable expenses included in our fee are in-state travel, CAD services, and photography. Our meetings can be in-person or virtual per the Town's request.

Add Allowances:

Printing Allowance: \$ 500. (Permit sets if GC doesn't print themselves)
Sanitary Pipes CCTV \$2,500. (If town can't do it)

Any additional services required during the course of the project will be discussed before the task begins, and they can be charged on an hourly, cost plus fee basis, or, if the scope is well defined, a mutually agreeable fixed fee can be negotiated. Our hourly rates for professional, technical and administrative staff follow.

Since we believe that the Town should not pay for services unless they are actually required, we have listed below the optional services that are not customarily required by studies such as yours. We can submit proposals for many of these services, some of which we can complete with in-house forces.

1. Travel beyond the State of Connecticut in connection with the project
2. Civil Engineering services
3. Energy modeling and Commissioning Services.
4. Printing expenses (see allowance above)
5. Running the projects consecutively
6. Hazardous material testing or design services (by Town per the RFP)

#3

FIFTEEN ROPE FERRY ROAD
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August 12, 2021

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

Dear Moderator Dembek:

At the meeting of the Board of Finance held, Wednesday, August 11, 2021, it was voted to recommend to the Representative Town Meeting, an appropriation in the amount of **\$100,000 in CNR Line #20511-57856 for the Jordan Village Sidewalks and move from Designated to Appropriated.**

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

Respectfully submitted,

Ronald R. Fedor mtm
Ronald R. Fedor, Chairman
Board of Finance

RRF:mtm

#6

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

August 3, 2021

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

Dear Chairman Fedor,

The Board of Selectmen, at their meeting on Tuesday, August 3, 2021 voted to approve the following request:

To Consider And Act On a request from Director of Public Works, Gary Schneider request to move the CNR Line # 20511-57856, \$100,000 from Designated to Appropriated.

Therefore, I respectfully request that you consider and act on this requests. I have attached pertinent back up material from the designated department.

Sincerely,

Robert Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance

#6

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

July 27, 2021

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

Subject: Jordan Village Sidewalks

Dear Mr. Brule,

Waterford was awarded a Community Connectivity Program Grant from the State to assist in rebuilding existing sidewalks in Jordan Village. This project is supported in the Plan of Preservation, Conservation, and Development, and was included as a priority item in a Road Safety Audit conducted in 2017.

The project replaces the sidewalks between Avery Lane and B Lane on Rte. 156 (a State Road) through Jordan Village. The new sidewalks would be concrete and would include all required ADA elements at curb cuts and crossings. The current construction project cost estimate (July 15, 2021) is \$370,000. This number doesn't include Town Police (Traffic Control) if required, nor Contract Administration involving the Design Engineer during construction.

FUNDING

Grant funding from the State was awarded in January 2019 in the amount of \$280,000. This is a reimbursable grant where funds must be spent first. Capital Project Funding in the amount of \$304,000 was approved in FY 22 budget and are available in line item 33022-55887

CNR \$100,000 - 20511-57856

The Department is requesting \$100,000 be moved from Designated to Appropriated in this account number that has been set up for this project. We request to be placed on the agenda of the Board of Selectman for August 3, 2021.

Sincerely,

Gary J. Schneider
Director of Public Works

Cc: Kim Allen, Director of Finance
Rawle Dummett, Purchasing Agent

#4
FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

August 12, 2021

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

Dear Moderator Dembek:

At the meeting of the Board of Finance held, Wednesday, August 11, 2021, it was voted to recommend to the Representative Town Meeting, an appropriation to merge lines 33022-55887 and line 20511-57856 by transferring \$301,000 from 33022-55887 to 20511-57856 and close line 33055887.

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

Respectfully submitted,

Ronald R. Fedor, Chairman
Board of Finance

RRF:mtm

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

August 3, 2021

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

Dear Chairman Fedor,

The Board of Selectmen, at their meeting on Tuesday, August 3, 2021 voted to approve the following request;

To Consider And Act On a request from Director of Public Works, Gary Schneider to approve the merging of 2 lines, line # 33022-55887, \$304,000 and line # 20511-57856- \$100,000 to all be moved into line 20511-57856, for a total of \$404,000, to allow better tracking of the project expenses

Therefore, I respectfully request that you consider and act on this requests. I have attached pertinent back up material from the designated department.

Sincerely,

Rob Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

July 27, 2021

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

Subject: Jordan Village Sidewalks

Dear Mr. Brule,

The Town has been given a grant for the sidewalks in the Jordan Village area. We currently have 2 line items set up for this project. The Department would like to request the 2 lines be merged to one line. This will allow better tracking for the project expenses.

33022-55887	\$304,000
20511-57856	\$100,000

This project should be merged into the CNR line 20511-57856, as the Department is unsure when this will go out to bid, although we are hoping to get this project moving soon. The State is anxious for us to get this completed.

We request to be placed on the agenda of the Board of Selectman for August 3, 2021.

Sincerely,

Gary J. Schneider
Director of Public Works

Cc: Kim Allen, Director of Finance

#5

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

August 12, 2021

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

Dear Moderator Dembek:

At the meeting of the Board of Finance held, Wednesday, August 11, 2021, it was voted to recommend to the Representative Town Meeting, an appropriation in the amount of **\$35,000 for a new Town Hall Front Door Project as a new CNR Project.**

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

Respectfully submitted,

Ronald R. Fedor ^{mtm}

Ronald R. Fedor, Chairman
Board of Finance

RRF:mtm

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553
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August 8, 2021

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

Mr. Fedor,

At their August 3, 2021 meeting, the Board of Selectmen voted to approve an additional appropriation request from Mr. Gary Schneider, Public Works Director, in the amount of \$35,000 for a new Town Hall Front Door Project.

As Finance Director, I recommend that the Board of Finance consider funding this additional appropriation as a new Capital Non-Recurring Project and use funds from the CNR undesignated fund balance and forward onto the RTM for action.

Respectfully,

Kimberly Allen
Finance Director

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

August 3, 2021

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

Dear Chairman Fedor,

The Board of Selectmen, at their meeting on Tuesday, August 3, 2021 voted to approve the following request;

To Consider And Act On a request from Director of Public Works, Gary Schneider request for a supplemental appropriation for a new CIP project) in the amount of \$35,000.

Therefore, I respectfully request that you consider and act on this requests. I have attached pertinent back up material from the designated department.

Sincerely,

Robt Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

July 27, 2021

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

Subject: Town Hall Front Door

Dear Mr. Brule,

The Town is experiencing a latching issue with these doors (facing Rope Ferry Road), many times leaving the building unsecured.

Although the building is not on a historic list, the goal is to replace the doors in keeping with the look and feel of the existing door. The new doors must be able to accept control access equipment provided by the Town's vendor. Also, as the Town is moving forward with provided added security at all access points at Town buildings, this door will have ballistic capabilities with the door itself and any glazing.

An Architect has been selected, Silver/Petrucci Associates to perform this work. They are proposing to do the preliminary and final design, bid document, bidding and construction administration for a fee of \$2,645. Due to the current construction climate, it is not known if the funding requested will be sufficient until the design and cost estimates have been completed.

- Design \$2,645
 - Public Works Estimates:
 - * Doors/frames \$20,000
 - * Painting \$1,000
 - * Power to Door for locking device \$2,500
 - * Electronic Strikes/Hardware/IT \$6,000
 - * Environments \$2,500

The Department is requesting a supplemental appropriation for a new CIP project in the amount of \$35,000. We request to be placed on the agenda of the Board of Selectman for August 3, 2021.

Sincerely,

Gary J. Schaeider
Director of Public Works

Cc: Kim Allen, Director of Finance
Rawie Dummett, Purchasing Agent
Paul Koelle, Facilities Manager