

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

AGENDA
REPRESENTATIVE TOWN MEETING
REGULAR MEETING
Monday, December 7, 2020, 7:00pm – Waterford Town Hall
ZOOM VIDEO CONFERENCE ACCESS ONLY

Join Zoom Meeting
Meeting ID: 317 118 0827

Passcode: 123123

One tap mobile

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Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

- A. Pledge of Allegiance
- B. Roll Call
- C. To elect a moderator of the Representative Town Meeting to serve for a term of one year. (Charter 3.1.12, C)
- D. To consider and act upon the minutes of the October 5, 2020 Regular Meeting
- E. Correspondence
- F. Public Comment
- G. Committee reports and referrals
- H. Appointee & Liaison updates
- I. Transaction of Business on the Call;
 - 1. To consider and act upon a resolution entitled "Resolution of the Representative Town Meeting of the Town of Waterford Authorizing the Issuance of Refunding Bonds For Payment of all or a Portion of the Outstanding Principal of and Interest and any Call Premium on the Town's outstanding \$33,750,000 General Obligation Bonds, Issue of 2013, dated as of March 15, 2013, \$15,930,000 General Obligation Bonds, Issue of 2014, dated as of March 17, 2014, and \$9,440,000 General Obligation Refunding Bonds, Issue of 2014, dated as of December 29, 2014, and Costs Related Thereto", which shall authorize the First Selectman and the

Director of Finance to determine the bonds to be redeemed and the amount, date, interest rates, maturities, redemption provisions, form and other details of the obligations, to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent, and paying agent for the obligations, to provide for the keeping of a record of the obligations; to designate a financial advisor to the Town in connection with the sale of the obligations; to sell the obligations at public or private sale, to deliver the obligations and to perform all other acts which are necessary or appropriate to issue the obligations; to designate Day Pitney LLP as bond counsel to approve the legality of the obligations; to declare the Town's official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings; to authorize the First Selectman and the Director of Finance to make representations and covenants to maintain the continued exemption from federal income taxation of interest on the obligations and to make representations and enter into written agreements for the benefit of holders of the obligations to provide secondary market disclosure information.

2. To consider and act upon two vacancies on the Personnel Review Board. (Term 12/01/2020 – 11/30/2023)
3. To consider and act upon two RTM appointments to the Social Services Grants Review Board. (Term 12/07/2020 – 12/06/2021)
4. To consider and act upon two RTM appointments to the Information Technology Committee. (Term 12/07/2020 – 12/06/2021)
5. To consider and act upon the proposed schedule of regular meetings for the 2021 calendar year.
6. To consider and act upon a proposed Representative Town Meeting budget for fiscal year **2021-22** in the amount of **\$18,953**.
7. To consider and act upon a recommendation from the Legislation & Administration Standing Committee of the RTM to amend the Waterford Code of Ordinance, **Chapter 2.50 – Ethics Commission** pending the outcome of its public hearing.
8. To consider and act upon a motion to discuss strategy and/or negotiations with respect to multiple collective bargaining agreements in executive session.
9. To consider and act upon a motion to approve the funds necessary to implement the Tentative Agreement between the Town of Waterford and Waterford Professional Firefighters Association Local 4629 International Association of Firefighters AFL-CIO, covering the period July 1, 2020-June 30, 2021.

10. To consider and act upon a motion to approve the funds necessary to implement the Tentative Agreement between the Town of Waterford and Local 1303-07 of Council #4 American Federation of State, County and Municipal Employees AFL-CIO, covering the period July 1, 2020-June 30, 2022.

11. To consider and act upon a motion to approve the funds necessary to implement the Non Union Management Professional wages as submitted.

J. New Business

K. Adjournment

D

To preserve paper the attachments belonging to the October 5 minutes were not included. Please refer to the website for the complete minutes.

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MINUTES
REPRESENTATIVE TOWN MEETING
ZOOM Access Only – Waterford Town Hall
Regular Meeting
October 5, 2020

The October 5, 2020, Moderator Thomas Dembek called the Regular Meeting of the Representative Town Meeting to order at 7:03 P.M.

ROLL CALL

PRESENT: Greg Attanasio, Michael Bono, Jennifer Bracciale, April Cairns, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Steven Elci, Timothy Fioravanti, Miriam Furey-Wagner, Nick Gauthier, Paul Goldstein, Kathleen Kohl, David Lersch, Valerie Metivier, Richard Morgan, Richard Muckle (7:15 P.M.), Liam O'Leary, Theodore Olynciw, Sally Ritchie, Michael Rocchetti, Danielle Steward-Gelinas, Robert Swansen, Baird Welch-Collins.

ABSENT: None

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert Brule; Chair of the Board of Education Craig Merriman; Chair of the Board of Finance Ronald R. Fedor, Selectwomen Jody Nazarchyk.

EX-OFFICIO MEMBERS ABSENT: Selectwoman Elizabeth Sabilla.

ALSO PRESENT: Town Clerk David L. Campo; Town Attorney Robert Avena.

AGENDA ITEM C – Minutes

MOTION by Driscoll, seconded by Welch-Collins, to accept the August 3, 2020, Regular Meeting Minutes and the August 24, 2020 Special Meeting.

VOTING IN FAVOR: Unanimous.

AGENDA ITEM D – CORRESPONDENCE

An item was received from BOF Member Bill Sheehan. (See Attachment)

An item was received from RTM Member Robert Swansen and moved to New Business for discussion.

An item was received from Republican Committee Chair Kathleen McCarty and move as backup for Agenda Item 7.

AGENDA ITEM E - PUBLIC COMMENT (See Attachments)

Two items received for public comment from the following: Waterford Members of Niantic Community Church, Chris Venditti.

AGENDA ITEM F - COMMITTEE REPORTS

Reports received from Public Protection & Safety; Public Works, Planning and Development; and Long

Range Fiscal Planning Committee. (See Attachment)

RTM Member Susan Driscoll noted that Review of the Ethics Ordinance should be added to the Moderator's Report.

Education Committee Chair Danielle Steward-Gelinas along with Planning Director Abby Piersal updated the RTM on status of the Nevin's Cottage.

AGENDA ITEM G - LIAISON REPORTS

Thomas Dembek gave a brief update on the progress of the Municipal Complex.

AGENDA ITEM H – BUSINESS ON THE CALL

CALL ITEM 1 – Donation/Waterford Parks Foundation

PRESENTATION: Recreation & Parks Program Coordinator Kerry Sullivan, Finance Director Kim Allen

MOTION by Driscoll, seconded by Steward Gelinas, to approve the acceptance of a donation in the amount of \$14,000 to Recreation and Parks from the Waterford Parks Foundation , Inc.

VOTING IN FAVOR: Unanimous.

CALL ITEM 2 – Waterford Beach Park Causeway Invoice

MOTION by Goldstein, seconded by Driscoll, to approve an appropriation in the amount of \$10,347.50 from Undesignated Fund Balance #205-31520 to project #20537-57824 Waterford Beach Park

Causeway for an outstanding invoice to close out the project.

VOTING IN FAVOR: Unanimous.

CALL ITEM 3 – Board of Education Budget Informational Workshop

PRESENTATION: Superintendent of Schools Thomas Giard, Assistant Superintendent of Schools Craig Powers, BOE Director of Finance Joseph Mancini.

Powerpoint, discussion and questions. No votes taken.

CALL ITEM 4 – Volunteer Firefighters Incentive Program.

PRESENTATION: Public Protection & Safety Committee Chairman Timothy Condon, Labor Attorney Eileen Duggan.

MOTION by Goldstein, seconded by Bracciale, to approve a recommendation from the Public Protection & Safety Standing Committee of the RTM to add to the Waterford Code of Ordinances, Chapter 2.36 –

VOLUNTEER FIREFIGHTERS INCENTIVE PROGRAM. (See Attachment)

FRIENDLY AMENDMENT by Goldstein, seconded by Bracciale to make retroactive back to July 1, 2020.

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

VOTING AGAINST: Driscoll

ABSTAINED: Dembek, Swansen

MOTION PASSED: 21-1-2

CALL ITEM 5 – Amendment to Waterford Code of Ordinances, Chapter 2.20 and 2.58

PRESENTATION: Public Works, Planning & Development Chairman Michael Rocchetti.

MOTION by Welch-Collins, seconded by Furey-Wagner, to approve a recommendation from the Public

Works, Planning & Development Standing Committee of the RTM to amend the Waterford Code of Ordinances, Chapters 2.20 and 2.58 enabling the facilities manager position to be moved from Planning Department to the Public Works Department. (See Attachment)

VOTING IN FAVOR: Unanimous.

CALL ITEM 6 – Amendment to Waterford Code of Ordinances, Chapter 15.26 – Blighted Premises

PRESENTATION: Public Works, Planning & Development Chairman Michael Rocchetti and Planning Director Abby Piersall.

MOTION by Driscoll, seconded by Welch-Collins, to approve a recommendation from the Public Works, Planning & Development Standing Committee to remove Chapter 15.26 – Blighted Premises from the Waterford Code of Ordinances. (See Attachment)

VOTING IN FAVOR: Unanimous.

CALL ITEM 7 – Police Commission Vacancy

MOTION by Muckle, seconded by Goldstein, to nominate Christopher Jones of 14 Twin Lakes Drive to the Police Commission.

MOTION by Morgan, seconded by O’Leary to nominate Christopher Gamble of 18 Cottage Lane to the Police Commission.

Discussion ensued.

VOTING IN FAVOR OF CHRISTOPHER JONES: Bracciale, Condon, Dembek, Goldstein, Metivier, Muckle, Rocchetti, Swansen.

VOTING AGAINST: Attanasio, Bono, Driscoll, Elci, Fioravanti, Furey-Wagner, Gauthier, Kohl, Lersch, Morgan, O’Leary, Olynciw, Ritchie, Welch-Collins.

ABSTAINED: Cairns, Steward-Gelinas

VOTING IN FAVOR OF CHRISTOPHER GAMBLE: Attanasio, Bono, Cairns, Condon, Driscoll, Elci, Fioravanti, Furey-Wagner, Gauthier, Kohl, Lersch, Morgan, O’Leary, Olynciw, Ritchie, Swansen, Welch-Collins.

VOTING AGAINST: Bracciale, Dembek, Goldstein, Metivier, Muckle, Rocchetti.

ABSTAINED: Steward-Gelinas

CHRISTOPHER GAMBLE appointed to the Police Commission, 17-8. (08/05/2019 – 08/07/2023)

CALL ITEM 8 – Executive Session

MOTION by Muckle, seconded by Driscoll, that the RTM at 9:55 P.M., along with Human Resources Director Joyce Sauchuk, First Selectman Rob Brule and Town Attorney Eileen Duggan, go into executive session for the purpose of discussing strategy and/or negotiations with respect to current and pending collective bargaining with multiple bargaining units. This action is taken without prejudice to the Town’s right to discuss these matters in a private meeting pursuant to Connecticut General Statutes §1-200 (2).

VOTING IN FAVOR: Unanimous.

RTM Member Robert Swansen excused himself during the executive session.

MOTION by Condon, seconded by Welch-Collins, to come out of executive session with no votes taken at 11:04 P.M.

VOTING IN FAVOR: Unanimous.

NEW BUSINESS

Subject of the letter in regard to purchasing from RTM Member Robert Swansen.

MOTION by Condon, seconded by Muckle, to send the subject of the letter to the Finance, Wage & Personnel Standing Committee of the RTM.

VOTING IN FAVOR: Unanimous.

Subject of letter in regard to a "Social Justice Committee" from Waterford Members of Niantic Community Church.

MOTION by Welch-Collins, seconded by Ritchie, to send the subject of the letter to the Education Standing Committee of the RTM.

MOTION by Welch-Collins, seconded by Bracciale, to adjourn at 11:09 P.M.

VOTING IN FAVOR: Unanimous.

Respectfully Submitted,



David L. Campo, CCTC
Waterford Town Clerk

FIFTEEN ROPE FERRY ROAD
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E

To: Moderator Waterford RTM
From: Richard Muckle, Chairman; Long Range Financial Planning Committee
Date: November 19, 2020

The reconstituted Long-Range Financial Planning Committee determined an update to their charge is necessary.

To that end the LRFPC has established the following charge:

The LRFPC shall establish a comprehensive long-term financial planning process that supports delivering quality services with integrity, excellence, and innovation.

The LRFPC shall carry out actions which include, but are not limited to, the following:

- Establish a Long-Range Financial Plan guided by the Government Finance Officers Association best practices statement that strives to align financial capacity (revenue/debt/expenses) with long term municipal service objectives.
- Utilize forecasts to provide insights into future financial capacity so that strategies can be developed to achieve long term sustainability in light of the government's service objectives and financial challenges.
- Make recommendations to relevant town bodies.

Sincerely,

Richard Muckle, LRFPC Chairman

RECEIVED
NOV 20 2020
WATERFORD CT

To: Tom Dembek, RTM Moderator
cc: David Campo, Town Clerk/Clerk of the RTM
Thomas Giard, Superintendent Waterford Schools
Craig Merriman, Board of Education Chair

2020 NOV 23 AM 10:17

This letter serves as notice of our serious concerns about the recent correspondence sent from a group of RTM members to the Waterford Board of Education on October 20 and 21, 2020. (Attached for your reference are copies of the two emails from the group and the Board of Education Chair's response.)

Separation of powers is a basic tenet of our government at the federal, state and local levels. The RTM has no authority over the actions or agendas of other elected boards; just as the other boards have no authority over our agenda. Certainly, as private citizens, any of us is free to reach out to members of other boards and express concerns or request review or actions. However, as elected officials, we are held to a higher standard and must tread carefully.

The ethics ordinances clearly state that "no public officials shall seek or grant any special consideration beyond that which is clearly available to any other citizen." A demand to be allowed to speak during the Board's public comment period solely because they are members of the RTM is a prime example of crossing that line. Furthermore, that demand—should the Board of Education Chair have agreed in the spirit of cooperation—would have triggered a violation of the FOI guidelines requiring uniform application of the Board's officially posted parameters regarding public comment. While we are aware of the circumstances of an individual RTM member resulting in this group action, we question the decision to participate in an action that was at best, inappropriate and at worst, bordered on a presumptive violation of the ethics ordinances.

The change in grading policy was never discussed at an RTM meeting nor in the RTM's Education Committee. Furthermore, since the advent of virtual learning last spring, not one of us has been approached by a member of the public about grading policy concerns/communication at the high school. To suggest this was an RTM concern was disingenuous and in fact, alarmingly overstated. The end result was that many who read this letter, including Board of Education members and School Administrators, thought this was an official action of the RTM as a whole.

The use of elected titles in the signature lines contributed to this logical interpretation by the recipients. In particular, we are greatly disturbed by the fact that the two highest ranking senior members of the RTM chose to not only sign the letter, but to include their RTM titles—knowing that the effect would be to convey an aura of credibility and authority that did not exist. The title of Moderator should be used only on official communications conveying the wishes that have been duly discussed and approved by the majority of members during the requisite public discourse.

This entire episode has triggered ill will and harmed working relationships between members of both elected bodies and parties. It is essential that our actions and the manner in which we conduct ourselves be held to the highest standards. To ensure that the recent situation does not set a dangerous precedent, it is imperative to have an open and frank discussion on authority, ethics and propriety at the next regular RTM meeting or at a special meeting called to discuss this issue. This action would demonstrate to our colleagues on other boards that the RTM is not adversarial but rather a group desiring to work through proper channels to encourage the best decisions for the majority of our citizens.

Sincerely,

Susan Driscoll, District 4
Steve Elci, District 4
Sally Ritchie, District 4
Tim Fioravanti, District 3
Kathy Kohl, District 3

Greg Attanasio, District 2
Miriam Furey-Wagner, District 2
Ted Olynciw, District 2
Baird Welch-Collins, District 2
Nick Gauthier, District 1

From: Danielle Gelinas <steward-gelinas@sbcglobal.net>

Subject: Fw: Agenda item for Board of Education meeting

Date: October 21, 2020 at 11:37:29 AM EDT

To: "cmerriman@waterfordschools.org" <cmerriman@waterfordschools.org>, Craig Merriman <cmerriman@gmail.com>, Frog <crfrogg@aol.com>, "cjones@waterfordschools.org" <cjones@waterfordschools.org>, Michele Devine <mdevine@seracct.org>, "mdevine@waterfordschools.org" <mdevine@waterfordschools.org>, "gbenoit@waterfordschools.org" <gbenoit@waterfordschools.org>, "wtfidatty@aol.com" <wtfidatty@aol.com>, Pat Fedor <patfedor@yahoo.com>, "pfedor@waterfordschools.org" <pfedor@waterfordschools.org>, Amanda Gates-lamothe <artscapesct@yahoo.com>, "agates-lamothe@waterfordschools.org" <agates-lamothe@waterfordschools.org>, "drosellikelly@waterfordschools.org" <drosellikelly@waterfordschools.org>, "saranjosh@gmail.com" <saranjosh@gmail.com>, "mbenvenuti@waterfordschools.org" <mbenvenuti@waterfordschools.org>, "marciaab@sbcglobal.net" <marciaab@sbcglobal.net>, "jgaughan@waterfordschools.org" <jgaughan@waterfordschools.org>, "joyful59@sbcglobal.net" <joyful59@sbcglobal.net>, Thomas Giard <tgiard@waterfordschools.org>, Caroline Whittaker <cwhittaker@waterfordschools.org>
Cc: MICHAEL ROCCHETTI <rocchetti@snet.net>, Tom Dembek <wastreasurer152@outlook.com>, Richard Muckle <rmuckle@comcast.net>, Jennifer Bracciale <jlabracciale6@gmail.com>, Richard Morgan <morgpo@sbcglobal.net>, Robert Swansen <bobjfd@gmail.com>, "Liam O'Leary" <lololeary11@gmail.com>, Dave Lersch <davelersch@aol.com>, Tim Condon <trc18@snet.net>

Good morning Craig,

Below I have included your response regarding the request to attend the BOE meeting tomorrow evening which is being provided for the BOE members who were initially included as well as the RTM members who signed the letter.

This email was not signed by myself alone, so I would ask in the future that these responses be sent to all.

Craig, you are able to allow the principals of all schools to attend meetings, and they are not members of the BOE. The people who signed this email are elected officials who were notified of a concern from parents of students in our district.

I would ask that you reconsider this request. I appreciate that the item is already on the agenda, but clear answers were not provided at the last BOE meeting, and there is backup information that is available for this concern.

Just to be clear, you are requesting that 2 elected officials, who are also on the Education Committee for the RTM, who have direct information related to this issue, are not allowed to attend the BOE meeting on 10/22/2020.

The concern being brought before the BOE is NOT the grading policy that was implemented. Those decisions are made by the Superintendent and the administration.

The concern is that information communicated by the Superintendent to the BOE is not consistent with what was actually presented to staff and students. Per data provided by Superintendent Giard, the 'fail' policy (grade of 55) impacted approximately 14 students in each grade. During the Superintendent's report and subsequent discussion at the 4/23/2020 meeting where grading policies were discussed, BOE members were assured that this policy would do no harm. That is obviously not the case. There is documentation to support the information stated here.

If you are not willing to reconsider our attendance, then I ask that clear responses to the questions presented in the original email be offered and supported with accurate data, and that this communication be included in the meeting minutes. We have tried to address this issue with the Superintendent without a satisfactory response.

Respectfully submitted,

Danielle Steward-Gelinas

----- Forwarded Message -----

From: Craig Merriman <cmerriman@waterfordschools.org>

To: Danielle Gelinas <steward-gelinas@sbcglobal.net>

Cc: Thomas Giard III <tgiard@waterfordschools.org>

Sent: Tuesday, October 20, 2020, 10:40:27 PM EDT

Subject: Re: Agenda item for Board of Education meeting

Hi Danielle,

Thanks for your email. Given the current concerns due to COVID, we cannot have the public attend the BOE meetings. We are asking that anyone who does have public comment, to please submit that to Caroline Whitaker at least 24 hours prior to the meeting so that it can be distributed to all members of the Board prior to our meeting.

There is already an agenda item related to a data request made by Mr. Jones regarding grading. This was requested in a previous meeting.

Take care,
Craig Merriman
Waterford BOE Chair

On Oct 20, 2020, at 8:36 AM, Danielle Gelinis <steward-gelinis@sbcglobal.net> wrote:

Dear Mr. Giard, Mr. Merriman, and Board of Education members,

We would like to address an issue that has been brought to our attention by families in the Town of Waterford regarding the 4th quarter grading system implemented this past Spring. When questions were presented, an attempt was made to follow the process in place by seeking answers from staff and the BOE chairperson. The fourth quarter of the 2019-2020 school year was unique for administration, staff and students alike. The decision to close our buildings and transition to a distance format is one that has never been required and the details were challenging to say the least. As you are aware, there are concerns about the grading for the 4th quarter at WHS. Those issues surround the students who received 'failing' grades which impacted their GPA.

At the BOE meeting on 4/23, the CSDE recommendations for a Pass/Fail system were presented to the BOE in the Superintendent's report. The questions from Board members included confirmation that this system would not impact a student's GPA. The BOE members were reassured that GPAs would not be impacted. The plan was to do no harm. There was no mention that a "Fail" would negatively impact a student's GPA. At that time, administration said that it would take into consideration the need to reward students who were able to improve on their status, but there would be no negative impact for others. It was our understanding that if there were issues, guidance counselors and staff would address these concerns as they arose which did not happen consistently.

Emails were then sent to staff that night which did not directly reflect the policy that was presented at the BOE meeting and included the failing grade of 55. In addition, a letter was sent to parents a week later that outlined the new policy with the addition that a 'Fail' would receive a numeric equivalent of 55. Students who either did not complete the work or failed the class were negatively impacted by this policy. We would like to know if the BOE realizes that what was presented in the meeting was not what was presented to staff just 3 hours later

Who created the actual policy? Families are approaching members of the RTM when they are unable to get accurate answers from BOE members or staff. When this question has been posed to the Superintendent, his response is that it implemented at the Board's direction. When proposed to the Board, they stated that it is not their purview.

We understand that information has been compiled for the BOE and RTM regarding the number of students who have been impacted by this issue or, more precisely, how many failed.

In the future, clearer communication is expected from administration.

We would like this topic added to the agenda for the October BOE meeting for discussion. A few members from this group request to be present to provide back up and answers to any questions. Several questions about this topic were raised by board members at the last meeting and were not answered by staff or other BOE members. We will provide answers to every question posed by the BOE at the last meeting with a timeline of how this issue was presented as well as information on other school districts' grading policies during that time.

Respectfully submitted,

Thomas Dembek, Moderator, RTM District 4
Richard Muckle, Majority Leader, RTM District 3
Michael Rocchetti, RTM District 4
Danielle Steward-Gelinis, RTM District 1
Robert Swansen, RTM District 1
Richard Morgan, RTM District 3
David Lersch, RTM District 3
Liam O'Leary, RTM District 2
Jennifer Antonino-Bracciale, RTM District 3
Tim Condon, RTM District 1

MODERATOR'S REPORT

Representative Town Meeting

December 7, 2020

Matters Currently in Standing Committees

LEGISLATION & ADMINISTRATION

Amendment to the Waterford Code of Ordinances Chapter 2.50 – Ethics Commission,
RTC 08-03-2020

EDUCATION

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

Social Justice, RTC 10-05-2020

FINANCE, WAGE & PERSONNEL

Bidding advantages for local businesses on Town Projects, RTC 10-05-2020

PUBLIC HEALTH, RECREATION & ENVIRONMENT

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

Proposed changes to the Waterford Code of Ordinances Chapter 12.08 Concerning the
possession and drinking of alcohol beverages in town parks and recreation areas. RTC 08-03-20.

PUBLIC PROTECTION & SAFETY

Review the creation of an Ad Hoc Committee in regard to Fire Services (RTC 08/03/20)

PUBLIC WORKS, PLANNING & DEVELOPMENT

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

TO: Tom Dembeck, RTM Moderator
FROM: Kim Allen, Director of Finance
RE: GO Bond Refunding Approval Request
DATE: December 7, 2020

I respectfully request the RTM's review and approval to refund the Town of Waterford's 2013 & 2014 General Obligation Bonds. Attached are documents related to this proposed bond refunding.

- Draft Financing Schedule
- Proposed Resolution
- Bond Details

The requested amount to be approved is \$30 million. Refunding the two general obligation bonds has the potential of \$1.8 million savings to the town. Actual savings will be determined once the bonds are sold and finalized.

Respectfully,

Kim

RECEIVED
DEC 14 2020
TOWN OF WATERFORD



TOWN OF WATERFORD, CT
\$29,775,000* GENERAL OBLIGATION FINANCING
DRAFT FINANCING SCHEDULE AS OF 9/23/2020

October 2020						
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December 2020						
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	Holiday
	Pricing/Closing
	Rating Meetings

Day	Date	Activity	Responsible Party
Tuesday	10-6	Circulate RFP for Underwriting Services	MA
Monday	10-12	Columbus/Indigenous Peoples Day	
Monday	10-19	Town and Board of Education Sections to Town	MA
Tuesday	10-20	Underwriters' Proposals Due	MA
Thursday	10-22	Information to Rating Agency	MA
Tuesday	11-3	Election Day	
Wednesday	11-11	Veteran's Day	
Wednesday	11-18	Comments due on <u>Town and BOE section</u>	WTRFD
Monday	11-23	Rating Workshop (approximately 2-3 hours)	WTRFD/MA
Thursday	11-26	Thanksgiving	
Wednesday	12-2	Send <u>draft</u> of POS to Town, Bond Counsel and Underwriter	MA
Monday	12-7	RTM Meeting – Resolution presented for approval	WTRFD
Wednesday	12-9	Rating Agency Call (approximately 1 hour) Analyst : TBD Call-in: TBD	WTRFD/MA/RA
Monday	12-14	Comments due on <u>draft</u> of POS	WTRFD/BC/UW

*Preliminary, subject to change

Finance Team:

Issuer (Town of Waterford)
 Bond Counsel (Day Pitney LLP)
 Municipal Advisor (Hilltop Securities Inc.)
 Underwriter (TBD)
 Certifying and Paying Agent (U.S. Bank)
 Rating Agency (S&P)
 Verification Agent (TBD)

WTRFD
 BC
 MA
 UW
 PA
 RA
 VA



TOWN OF WATERFORD, CT
\$29,775,000* GENERAL OBLIGATION FINANCING
DRAFT FINANCING SCHEDULE AS OF 9/23/2020

October 2020						
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November 2020						
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29	30					

December 2020						
S	M	T	W	Th	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
S	M	T	W	Th	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

 Holiday
 Pricing/Closing
 Rating Meetings

Tuesday	12-15	Due Diligence Call	WTRFD/BC/UW MA
Wednesday	12-16	Post POS	MA
Monday	12-21	Pre-Pricing	WTRFD/BC/UW/ MA
Tuesday	12-22	Pricing	WTRFD/BC/UW/ MA
Friday	12-25	Christmas	
Friday	1-1	New Year's Day	
Wednesday	1-6	Closing	WTRFD/BC/UW/ MA

*Preliminary, subject to change

Finance Team:

Issuer (Town of Waterford)
 Bond Counsel (Day Pitney LLP)
 Municipal Advisor (Hilltop Securities Inc.)
 Underwriter (TBD)
 Certifying and Paying Agent (U.S. Bank)
 Rating Agency (S&P)
 Verification Agent (TBD)

WTRFD
 BC
 MA
 UW
 PA
 RA
 VA

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

AUTHORIZING THE ISSUANCE OF \$30,000,000 REFUNDING BONDS FOR PAYMENT OF ALL OR A PORTION OF THE OUTSTANDING PRINCIPAL OF AND INTEREST AND ANY CALL PREMIUM ON THE TOWN'S OUTSTANDING \$33,750,000 GENERAL OBLIGATION BONDS, ISSUE OF 2013, DATED AS OF MARCH 15, 2013 AND \$15,930,000 GENERAL OBLIGATION BONDS, ISSUE OF 2014, DATED AS OF MARCH 17, 2014, AND COSTS RELATED THERETO

RESOLVED,

(a) That the Town of Waterford issue its refunding bonds, in an amount not to exceed THIRTY MILLION DOLLARS (\$30,000,000), the proceeds of which are hereby appropriated: (1) to fund one or more escrows, and to apply the balance held in such escrows, together with the investment earnings thereon, to the payment in whole or in part, as to be determined by the First Selectman and the Director of Finance of the Town, of the outstanding principal of and interest and any call premium on the Town's \$33,750,000 General Obligation Bonds, Issue of 2013, dated as of March 15, 2013 (consisting at original issue of \$33,750,000 School Bonds) and \$15,930,000 General Obligation Bonds, Issue of 2014, dated as of March 17, 2014 (consisting at original issue of \$15,930,000 School Bonds), and Costs Related Thereto including the payment of interest accrued on said bonds to the date of payment, and (2) to pay costs of issuance of the refunding bonds authorized hereby, including legal fees, consultants' fees, trustee or escrow agent fees, underwriters' fees, bond insurance premiums, net interest and other financing costs and other costs related to the payment of the outstanding bonds described above. The refunding bonds shall be issued pursuant to Section 7-370c of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

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

(c) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the refunding may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the

refunding. The First Selectman and the Director of Finance are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

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

(e) That the Representative Town Meeting, the First Selectman, the Director of Finance and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to enable the Town to effectuate the refunding of all or a portion of the Town's outstanding \$33,750,000 General Obligation Bonds, Issue of 2013, dated as of March 15, 2013 and \$15,930,000 General Obligation Bonds, Issue of 2014, dated as of March 17, 2014, and to issue refunding bonds authorized hereby for such purposes, including, but not limited to, the entrance into agreements on behalf of the Town with underwriters, trustees, escrow agents, bond insurers and others to facilitate the issuance of the refunding bonds, the escrow of the proceeds thereof and investment earnings thereon, and the payment of the outstanding bonds in whole or in part.

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Town of Waterford, Connecticut
2020 Potential Taxable Refunding - 2013 & 2014 Issues - HTS Numbers
For Discussion Purposes Only
Preliminary, subject to change

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Summary of Bonds Refunded	6

SAVINGS

Town of Waterford, Connecticut
2020 Potential Taxable Refunding - 2013 & 2014 Issues - HTS Numbers
For Discussion Purposes Only
Preliminary, subject to change

Date	Prior Debt Service	Refunding Debt Service	Savings	Present Value to 10/15/2020 @ 1.6800465%
06/30/2021	427,131.88	142,714.67	284,417.21	282,581.35
06/30/2022	854,263.75	807,023.00	47,240.75	44,325.26
06/30/2023	3,436,713.75	3,256,104.00	180,609.75	165,034.22
06/30/2024	3,601,820.00	3,409,095.25	192,724.75	173,784.33
06/30/2025	3,531,582.50	3,342,604.50	188,978.00	167,584.02
06/30/2026	3,548,338.75	3,362,292.00	186,046.75	161,900.30
06/30/2027	1,500,738.75	1,418,745.50	81,993.25	64,874.02
06/30/2028	1,472,988.75	1,393,238.00	79,750.75	61,875.49
06/30/2029	3,410,888.75	3,230,338.50	180,550.25	149,466.90
06/30/2030	3,318,326.25	3,144,355.50	173,970.75	141,483.67
06/30/2031	3,225,951.25	3,056,065.50	169,885.75	135,843.16
06/30/2032	3,116,885.00	2,950,687.00	166,198.00	130,563.19
06/30/2033	2,996,975.00	2,838,505.50	158,469.50	122,252.11
06/30/2034	976,425.00	924,744.75	51,680.25	34,166.16
	35,419,029.38	33,276,513.67	2,142,515.71	1,835,734.19

Savings Summary

Dated Date	10/15/2020
Delivery Date	10/15/2020
PV of savings from cash flow	1,835,734.19
Plus: Refunding funds on hand	3,284.67
Net PV Savings	1,839,018.86

BOND DEBT SERVICE

Town of Waterford, Connecticut
2020 Potential Taxable Refunding - 2013 & 2014 Issues - HTS Numbers
For Discussion Purposes Only
Preliminary, subject to change

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2021			142,714.67	142,714.67	
06/30/2021					142,714.67
08/15/2021	380,000	0.590%	214,072.00	594,072.00	
02/15/2022			212,951.00	212,951.00	
06/30/2022					807,023.00
08/15/2022	2,840,000	0.690%	212,951.00	3,052,951.00	
02/15/2023			203,153.00	203,153.00	
06/30/2023					3,256,104.00
08/15/2023	3,015,000	0.810%	203,153.00	3,218,153.00	
02/15/2024			190,942.25	190,942.25	
06/30/2024					3,409,095.25
08/15/2024	2,975,000	0.960%	190,942.25	3,165,942.25	
02/15/2025			176,662.25	176,662.25	
06/30/2025					3,342,604.50
08/15/2025	3,025,000	1.060%	176,662.25	3,201,662.25	
02/15/2026			160,629.75	160,629.75	
06/30/2026					3,362,292.00
08/15/2026	1,105,000	1.360%	160,629.75	1,265,629.75	
02/15/2027			153,115.75	153,115.75	
06/30/2027					1,418,745.50
08/15/2027	1,095,000	1.460%	153,115.75	1,248,115.75	
02/15/2028			145,122.25	145,122.25	
06/30/2028					1,393,238.00
08/15/2028	2,965,000	1.680%	145,122.25	3,110,122.25	
02/15/2029			120,216.25	120,216.25	
06/30/2029					3,230,338.50
08/15/2029	2,930,000	1.780%	120,216.25	3,050,216.25	
02/15/2030			94,139.25	94,139.25	
06/30/2030					3,144,355.50
08/15/2030	2,895,000	1.880%	94,139.25	2,989,139.25	
02/15/2031			66,926.25	66,926.25	
06/30/2031					3,056,065.50
08/15/2031	2,845,000	1.980%	66,926.25	2,911,926.25	
02/15/2032			38,760.75	38,760.75	
06/30/2032					2,950,687.00
08/15/2032	2,790,000	2.080%	38,760.75	2,828,760.75	
02/15/2033			9,744.75	9,744.75	
06/30/2033					2,838,505.50
08/15/2033	915,000	2.130%	9,744.75	924,744.75	
06/30/2034					924,744.75
	29,775,000		3,501,513.67	33,276,513.67	33,276,513.67

PRIOR BOND DEBT SERVICE

Town of Waterford, Connecticut
2020 Potential Taxable Refunding - 2013 & 2014 Issues - HTS Numbers
For Discussion Purposes Only
Preliminary, subject to change

Dated Date 10/15/2020
Delivery Date 10/15/2020

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Present Value to 10/15/2020 @ 1.6800465%
02/15/2021			243,697.50	243,697.50		242,342.24
03/15/2021			183,434.38	183,434.38		182,160.11
06/30/2021					427,131.88	
08/15/2021			243,697.50	243,697.50		240,323.47
09/15/2021			183,434.38	183,434.38		180,642.67
02/15/2022			243,697.50	243,697.50		238,321.51
03/15/2022			183,434.38	183,434.38		179,137.87
06/30/2022					854,263.75	
08/15/2022	1,755,000	2.000%	243,697.50	1,998,697.50		1,938,323.67
09/15/2022			183,434.38	183,434.38		177,645.60
02/15/2023			226,147.50	226,147.50		217,489.39
03/15/2023	845,000	3.000%	183,434.38	1,028,434.38		987,682.57
06/30/2023					3,436,713.75	
08/15/2023	1,955,000	2.250%	226,147.50	2,181,147.50		2,080,167.91
09/15/2023			170,759.38	170,759.38		162,626.91
02/15/2024			204,153.75	204,153.75		193,080.22
03/15/2024	875,000	3.000%	170,759.38	1,045,759.38		987,658.25
06/30/2024					3,601,820.00	
08/15/2024	1,955,000	2.250%	204,153.75	2,159,153.75		2,025,028.08
09/15/2024			157,634.38	157,634.38		147,636.22
02/15/2025			182,160.00	182,160.00		169,421.13
03/15/2025	875,000	3.000%	157,634.38	1,032,634.38		959,081.76
06/30/2025					3,531,582.50	
08/15/2025	2,000,000	2.500%	182,160.00	2,182,160.00		2,012,649.73
09/15/2025			144,509.38	144,509.38		133,098.19
02/15/2026			157,160.00	157,160.00		143,744.32
03/15/2026	920,000	3.000%	144,509.38	1,064,509.38		972,282.95
06/30/2026					3,548,338.75	
08/15/2026			157,160.00	157,160.00		142,546.89
09/15/2026			130,709.38	130,709.38		118,390.53
02/15/2027			157,160.00	157,160.00		141,359.44
03/15/2027	925,000	3.000%	130,709.38	1,055,709.38		948,247.45
06/30/2027					1,500,738.75	
08/15/2027			157,160.00	157,160.00		140,181.88
09/15/2027			116,834.38	116,834.38		104,067.47
02/15/2028			157,160.00	157,160.00		139,014.13
03/15/2028	925,000	3.200%	116,834.38	1,041,834.38		920,259.09
06/30/2028					1,472,988.75	
08/15/2028	2,000,000	3.250%	157,160.00	2,157,160.00		1,892,196.97

PRIOR BOND DEBT SERVICE

Town of Waterford, Connecticut
2020 Potential Taxable Refunding - 2013 & 2014 Issues - HTS Numbers
For Discussion Purposes Only
Preliminary, subject to change

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Present Value to 10/15/2020 @ 1.6800465%
09/15/2028			102,034.38	102,034.38		89,376.84
02/15/2029			124,660.00	124,660.00		108,437.17
03/15/2029	925,000	3.250%	102,034.38	1,027,034.38		892,134.92
06/30/2029					3,410,888.75	
08/15/2029	2,000,000	3.000%	124,660.00	2,124,660.00		1,832,768.25
09/15/2029			87,003.13	87,003.13		74,945.83
02/15/2030			94,660.00	94,660.00		80,975.13
03/15/2030	925,000	3.500%	87,003.13	1,012,003.13		864,493.11
06/30/2030					3,318,326.25	
08/15/2030	2,000,000	3.000%	94,660.00	2,094,660.00		1,776,911.41
09/15/2030			70,815.63	70,815.63		59,989.58
02/15/2031			64,660.00	64,660.00		54,394.50
03/15/2031	925,000	3.625%	70,815.63	995,815.63		836,551.62
06/30/2031					3,225,951.25	
08/15/2031	1,970,000	3.100%	64,660.00	2,034,660.00		1,697,376.59
09/15/2031			54,050.00	54,050.00		45,027.37
02/15/2032			34,125.00	34,125.00		28,230.99
03/15/2032	940,000	3.750%	54,050.00	994,050.00		821,213.66
06/30/2032					3,116,885.00	
08/15/2032	1,950,000	3.500%	34,125.00	1,984,125.00		1,627,756.79
09/15/2032			36,425.00	36,425.00		29,841.08
03/15/2033	940,000	3.875%	36,425.00	976,425.00		793,269.86
06/30/2033					2,996,975.00	
09/15/2033			18,212.50	18,212.50		14,672.99
03/15/2034	940,000	3.875%	18,212.50	958,212.50		765,557.86
06/30/2034					976,425.00	
	28,545,000		6,874,029.38	35,419,029.38	35,419,029.38	31,610,734.19

SUMMARY OF BONDS REFUNDED

Town of Waterford, Connecticut
2020 Potential Taxable Refunding - 2013 & 2014 Issues - HTS Numbers
For Discussion Purposes Only
Preliminary, subject to change

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
\$33,750,000 General Obligation Bonds, Issue of 2013 - Post 2017 Refunding:					
SERIAL	08/15/2022	2.000%	1,755,000.00	08/15/2021	100.000
	08/15/2023	2.250%	1,955,000.00	08/15/2021	100.000
	08/15/2024	2.250%	1,955,000.00	08/15/2021	100.000
	08/15/2025	2.500%	2,000,000.00	08/15/2021	100.000
	08/15/2028	3.250%	2,000,000.00	08/15/2021	100.000
	08/15/2029	3.000%	2,000,000.00	08/15/2021	100.000
	08/15/2030	3.000%	2,000,000.00	08/15/2021	100.000
	08/15/2031	3.100%	1,970,000.00	08/15/2021	100.000
	08/15/2032	3.500%	1,950,000.00	08/15/2021	100.000
			17,585,000.00		
\$15,930,000 General Obligation Bonds, Issue of 2014:					
BOND	03/15/2023	3.000%	845,000.00	03/15/2022	100.000
	03/15/2024	3.000%	875,000.00	03/15/2022	100.000
	03/15/2025	3.000%	875,000.00	03/15/2022	100.000
	03/15/2026	3.000%	920,000.00	03/15/2022	100.000
	03/15/2027	3.000%	925,000.00	03/15/2022	100.000
	03/15/2028	3.200%	925,000.00	03/15/2022	100.000
	03/15/2029	3.250%	925,000.00	03/15/2022	100.000
	03/15/2030	3.500%	925,000.00	03/15/2022	100.000
	03/15/2031	3.625%	925,000.00	03/15/2022	100.000
	03/15/2032	3.750%	940,000.00	03/15/2022	100.000
	03/15/2033	3.875%	940,000.00	03/15/2022	100.000
	03/15/2034	3.875%	940,000.00	03/15/2022	100.000
			10,960,000.00		
			28,545,000.00		

Item for Notice of Representative Town Meeting

Number ____.

To act upon a resolution entitled "Resolution of the Representative Town Meeting of the Town of Waterford Authorizing the Issuance of Refunding Bonds For Payment of all or a Portion of the Outstanding Principal of and Interest and any Call Premium on the Town's outstanding \$33,750,000 General Obligation Bonds, Issue of 2013, dated as of March 15, 2013 and \$15,930,000 General Obligation Bonds, Issue of 2014, dated as of March 17, 2014, and Costs Related Thereto", which shall authorize the First Selectman and the Director of Finance to determine the bonds to be redeemed and the amount, date, interest rates, maturities, redemption provisions, form and other details of the obligations, to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent, and paying agent for the obligations, to provide for the keeping of a record of the obligations; to designate a financial advisor to the Town in connection with the sale of the obligations; to sell the obligations at public or private sale, to deliver the obligations and to perform all other acts which are necessary or appropriate to issue the obligations; to designate Day Pitney LLP as bond counsel to approve the legality of the obligations; to declare the Town's official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings; to authorize the First Selectman and the Director of Finance to make representations and covenants to maintain the continued exemption from federal income taxation of interest on the obligations and to make representations and enter into written agreements for the benefit of holders of the obligations to provide secondary market disclosure information.

Personnel Review Board

Charter 4.5

Ordinance 2.44.020

Appointed - 3 - Years - Representative Town Meeting

Address**Term****Email****Phone**

2

R	Maidelis, Talivaldis	38 Beacon Hill Road	12/1/18 - 11/30/21	talim605@gmail.com	(203) 687-6305
R	Murphy, Edward K.	23 Doyle Road	12/1/19 - 11/30/22	edmurphy114@gmail.com	(860) 442-6702 (860) 367-1887 cell
D	Negri, Stephen J.	2 Lanyard Lane	12/1/17 - 11/30/20	sjnegri@snet.net	(860) 442-8095 (860) 823-9432 cell
D	Patterson, Cathy	7 Leary Drive	12/1/17 - 11/30/20	claropatterson@gmail.com	(860) 443-1484 (860) 334-2273
R	Wells, Rikki W.	13 Quarry Road	12/1/19 - 11/30/22	Rikki8243@gmail.com	(860) 442-5532 (860) 235-7625 cell

Chair: Rikki W. Wells

Secretary: Frances Gherst

Social Service Grants Committee for FY 2019- 2020

D Sheehan, John W. 19 Laurel Crest Drive
R Brule, Robert 15 Rope Ferry Road
R Steward-Gelinas, Danielle 31 B Lane
D Ritchie, Sally 4 Donna Street

12/12/18 - 12/11/19 sheenanjw@sbcglobal.com
12/03/19 - 12/31/20 rbrule@waterfordct.org
12/03/19 - 12/02/20 Steward-gelinas@SBCglobal.net
12/03/19 - 12/02/20 sally.b.ritchie@gmail.com

(860) 442-9053
(860) 444-5834
(860) 287-3222
(860) 460-8185

3

Information Technology Committee
Ordinance 2.38

Department/Board

Email

4

[1]	Campo, David	Town Clerk	dcampo@waterfordct.org
[1]	Cappuccio, Lisa	Senior Services Director	lcappuccio@waterfordct.org
[1]	Crane, Ed	Information Technology Director	ecrane@waterfordct.org
[1]	Walton, Paige	Assessor	pwalton@waterfordct.org
[1]	Flaherty, Brian	Recreation & Parks Director	bflaherty@waterfordct.org
[1]	Schneider, Gary	Public Works Director	gschneider@waterfordct.org
[1]	Mahoney, Brett	Chief of Police	bmahoney@waterfordct.org
[1]	Allen, Kimberly	Finance Director	kmcnabola@waterfordct.org
[4]	Bono, Michael	RTM Representative	michael.anthony.bono@gmail.com
[5]	Merriman, Craig	Board of Education Representative	crmerriman@waterfordschools.org
[1]	Miller, Bruce	Fire Services Administrator	bmiller@waterfordct.org
[1]	Montgomery, Marlana	Office Coordinator Police Department	mmontgomery@waterforddct.org
[4]	Fioravanti, Tim	RTM Representative	timfioravanti@gmail.com
[2]	Peterson, Kathleen	Executive Secretary First Selectman's Office	kpeterson@waterfordct.org
[1]	Piersall, Abby	Planning Director	apiersall@waterfordct.org
[1]	Powers, Craig	Assistant Superintendent of Schools	cpowers@waterfordschools.org
[3]	Fedor, Ronald	Board of Finance	ronald_r_fedor@sbcglobal.net
[1]	Rubinstein, Roslyn	Library Director	rrubinstein@waterfordct.org
[1]	Soto, Neftali	Chief Engineer WUC	nsoto@waterfordct.org
[1]	Wilensky, Alan	Tax Collector	awilensky@waterfordct.org
[1]	Trelli, Joe	YSB	jtrelli@waterfordct.org

Chair: Brett Mahoney

Secretary: Rotation of Committee Members

Representation:

[1]	Department Representative	1 member from each department
[2]	Board of Selectmen Representative	1 member
[3]	Board of Finance Representative	1 member
[4]	RTM Representative	2 members
[5]	Board of Education	1 member

rev. 12/17/19

FIFTEEN ROPE PERRY ROAD
WATERFORD, CT 06385-2886



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

5

**REPRESENTATIVE TOWN MEETING
2021 REGULAR MEETING SCHEDULE
7:00pm – Waterford Town Hall Auditorium**

February 1, 2021

April 5, 2021

May 3, 4, 5 and 6, 2021 (FY22 Annual Budget Meeting)

June 7, 2021

August 2, 2021

October 4, 2021

December 6, 2021 (Annual Meeting)

2021 NOV 23 4:10 PM



PROPOSED BUDGET

FY2022

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.

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 FY21.

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
2021-2022 PROPOSED BUDGET

DEPT/AGENCY: 10117 REPRESENTATIVE TOWN MEETING

LINE ITEM	DESCRIPTION	COLUMN 1 2019/2020 ACTUAL EXPENDED	COLUMN 2 2020/2021 RTM APPROP.	COLUMN 3 2020/2021 ADDITIONAL/ TRANSFERS	COLUMN 4 ACTUAL EXPEND & ENGUMB AS OF 1/1/21	COLUMN 5 2021/2022 DEPT/ AGENCY REQUEST	COLUMN 6 2021/2022 APPROVED BD/COMM.
	PERSONNEL COSTS						
51210	CLERICAL/TECHNICAL	0	1			1	
51920	F.I.C.A						
	SUBTOTAL	0	1	0	0	1	0
	SERVICES						
52010	ADVERTISING	5,149	6,000			6,000	
52020	POSTAGE	20	100			100	
52050	DUES, CONFERENCES, EDUC.	12,852	12,852			12,852	
	SUBTOTAL	18,021	18,952	0	0	18,952	0
	DEPARTMENT TOTAL	18,021	18,953	0	0	18,953	0

Backup to be provided via email after the Legislative & Administration Standing Committee public hearing.

8,9,10

Backup to be provided in a separate packet by Human Resources. Please contact Joyce Sauchuk if you have any concerns. (860.444.5832)

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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www.waterfordct.org

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November 19, 2020

Mr. Tom Dembek, Moderator
RTM
15 Rope Ferry Road
Waterford, CT 06385

Dear Moderator Dembek,

I am respectfully requesting the RTM consider the following wage increase for non-union management professionals effective

07/01/20 - 2.25%

07/01/21- 2.25%

This increase will apply to 15 Management Professionals. The cost of the proposed increase for 7/1/20 is \$31,000 but is absorbed by salary savings in new hires. The cost of the proposed increase for 7/1/21 will be \$32,000.

If you have any questions regarding this, the Human Resources Director, Joyce Sauchuk and our Labor Counsel, Eileen Duggan can assist.

As always, I am also available for any questions regarding this item.

Sincerely,

Robert Brule
First Selectman

cc: David Campo, Town Clerk
Robert Avena, Town Council
Joyce Sauchuk, Human Resources Director

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