

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

RECEIVED RECORD

2024 FEB 15 A 9 23

WATERFORD

AGENDA
BOARD OF SELECTMEN REGULAR MEETING

Tuesday, February 20, 2024

5:00 PM

Waterford Town Hall (Appleby Room)

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

- 1. Call to Order & Roll Call:**
- 2. Pledge of Allegiance**
- 3. Public Comment:**
- 4. Additional Appropriation – Employee Payouts:** To consider and act on a request for a FY24 additional appropriation, for an Employee Payout to line #10136-51210 (Clerical and Technical), from the Library Director, Christine Johnson, in the amount of \$16,993 and forward on to the Board of Finance if approved.
- 5. Additional Appropriation – Employee Payouts:** To consider and act on a request for a FY24 additional appropriation, for an Employee Payout to line #10145-51210 (Clerical/Technical), from the Human Resources Director, Christine Walters, in the amount of \$18,795 and forward on to the Board of Finance if approved.
- 6. Public Works Department:** To consider and act on the following request for a FY24 In-Series Transfer from the Public Works Director, Gary Schneider, in the amount of \$7,500 to cover the expense of a credit card reader for the transfer station.
- 7. Emergency Management Performance Grant:** To consider and act upon the following resolution “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 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 and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents. The undersigned further certifies that Robert Brule now holds the office of First Selectman and that he/she has held that office since November 2019”, for reimbursement of a portion of the Emergency Management Director’s salary with a 50% Town match.

8. **Planning and Zoning-Conservation Easement:** To consider and act on a request to initiate acceptance of the conservation easement at 109R & 131 Clark Lane, in accordance with section 2.52.060 of the Code of Ordinances subject to approval by the Town Attorney of the final Easement Documents and forward on to the RTM, through the Moderator (for informational purposes only, no RTM action required per ordinance).
9. **Fire Services:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Director of Fire Services, Michael Howley, in the amount of \$24,000 to cover repairs forward on to the Board of Finance if approved.
10. **Appropriation – Fire Services:** To consider and act on a request for a FY24 appropriation, toward Capital Non-Recurring designated line #20523-57838 (Fire Pre Emption Light Project), from the Director of Fire Services, Michael Howley, in the amount of \$50,000 and forward on to the Board of Finance if approved.
11. **Additional Appropriation – Employee Payouts:** To consider and act on a request for a FY24 additional appropriation, for an Employee Payout to line #10129-51420 (Patrol), from the Chief of Police, Marc Balestracci, in the amount of \$14,893 and forward on to the Board of Finance if approved.
12. **Board of Selectmen:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the First Selectman, Robert Brule, in the amount of \$1,396 to cover repairs forward on to the Board of Finance if approved.
13. **Appointments & Resignations:**

12a. To consider and act on the re-appointment of Joseph DiBuono (R) to the Planning & Zoning Commission to fill the term of 7/1/24-6/30/27 as an alternate.

14. New Business:

15. Old Business:

16. Correspondence:

16a. FY24 2nd Quarter Capital Report

16b. Lisa Kuntz – Data Center letter

17. Consent Agenda

17a. Tax Refund

17b. Board of Selectmen Regular Meeting Minutes January 23, 2024

17c. Board of Selectmen Special Meeting Minutes February 1, 2024

17d. Board of Selectmen Budget Meeting Minutes January 31, 2024

17e. Board of Selectmen Budget Meeting Minutes February 1, 2024

17f. Board of Selectmen Budget Meeting Minutes February 5, 2024

17g. Board of Selectmen Budget Meeting Minutes February 6, 2024

18. Adjournment:



Discovery begins here.

49 Rope Ferry Road, Waterford, CT 06385

860-444-5805 • waterfordpubliclibrary.org

Memo

To: Kim Allen, Finance Director
From: Chris Johnson, Library Director
cc: Gail Miller, Library Secretary
Date: January 24, 2024
Re: Additional Appropriation for Library Employee Payout

I respectfully request an additional Town of Waterford appropriation in the amount of \$16,993 to budget line item 10136-51210 - Clerical and Technical to cover the employee payout for a staff member who retired from the library as of January 19, 2024.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in cursive script that reads 'Chris Johnson'.

Christine M. Johnson
Library Director

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FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

DATE: February 7, 2024
TO: Kim Allen
Director of Finance
FROM: Christine Walters
Director of Human Resources
RE: Additional Appropriation for HR Employee Payout

I respectfully request an additional appropriation in the amount of \$18,795.00 to the Personnel budget line 10145-51210 (Clerical/Technical) to cover the employee payout for a staff member who retired from the Human Resources Department on December 1, 2023.

Thank you for your consideration of this request.

Sincerely,

Christine Walters

Christine Walters
Director of Human Resources

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 GENERAL FUND							
10145 HUMAN RESOURCES							
51110 ADMINISTRATION							
10145 51110	92,025.00	ADMINISTRATION 0.00	92,025.00	56,095.39	0.00	35,929.61	61.0%
51210 CLERICAL AND TECHNICAL							
10145 51210	63,784.00	CLERICAL AND TECHNICAL 0.00	63,784.00	57,352.55	0.00	6,431.45	89.9%
51920 F.I.C.A.							
10145 51920	11,920.00	F.I.C.A. 0.00	11,920.00	8,446.04	0.00	3,473.96	70.9%
52010 ADVERTISING							
10145 52010	4,000.00	ADVERTISING 0.00	4,000.00	781.68	0.00	3,218.32	19.5%
52020 POSTAGE							
10145 52020	968.00	POSTAGE 0.00	968.00	255.30	0.00	712.70	26.4%
52030 PROFESSIONAL FEES							
10145 52030	75,000.00	PROFESSIONAL FEES 0.00	75,000.00	22,328.75	52,819.74	-148.49	100.2%
52040 SERVICE CONT AND REPAIRS							
10145 52040	1,467.00	SERVICE CONT AND REPAIRS 0.00	1,467.00	835.12	158.49	473.39	67.7%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13						
ORIGINAL APPROP	TRANS/ADDSITS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52050 DUES, CONFER						
10145 52050	DUES, CONFERENCES & EDUCATION 0.00	455.00	194.00	0.00	261.00	42.6%
52070 REIMBURSABLE EXPENSES						
10145 52070	REIMBURSABLE EXPENSES 0.00	250.00	76.99	0.00	173.01	30.8%
52080 TELEPHONE						
10145 52080	TELEPHONE 0.00	495.00	246.17	245.35	3.48	99.3%
52300 TRAINING & EDUCATION						
10145 52300	TRAINING 0.00	6,300.00	0.00	3,834.00	2,466.00	60.9%
52570 EMPLOYEE ASSISTANCE PROG						
10145 52570	EMPLOYEE ASSISTANCE PROGRAM 0.00	2,172.00	2,171.07	0.00	0.93	100.0%
53020 OTHER SUPPLIES						
10145 53020	OTHER SUPPLIES 0.00	1,000.00	592.42	0.00	407.58	59.2%
TOTAL HUMAN RESOURCES						
		259,836.00	149,375.48	57,057.58	53,402.91	79.4%
TOTAL GENERAL FUND						
		259,836.00	149,375.48	57,057.58	53,402.91	79.4%
TOTAL EXPENSES						
		259,836.00	149,375.48	57,057.58	53,402.91	
GRAND TOTAL						
		259,836.00	149,375.48	57,057.58	53,402.91	79.4%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJMENTS	REVISED BUDGET	VTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	AMOUNT USED
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** END OF REPORT - Generated by Kimberly Allen **

TOWN OF WATERFORD

TRANSFER REQUEST FORM

In Series (Over \$1000)

Public Works
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	Budget Transfer INCREASE	Budget Transfer DECREASE	REVISED Budget Amount
1	10130	52040	Service Contracts & Repairs	\$ 60,000	\$ (3,021)	7,500.00		\$ 4,479
2	10130	52470	Solid Waste Disposal	\$ 918,850	\$ 25,769		(7,500.00)	\$ 33,269
8								\$ -
TOTAL						7,500.00	(7,500.00)	

Explanation:

1. The department purchased a credit card reader (\$6,700 +) for the transfer station that was not in our budget
2. We have noticed a decrease in tonage of solid waste, which allowed us to adjust the PO for MSW

Gary Schneider
Department Head

2/13/2024
Date

Kim Allen
Director of Finance

2/14/2024
Date

First Selectman

Date

Commission/Board Approval

Date

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 GENERAL FUND							
10130 PUBLIC WORKS							
51110 ADMINISTRATION							
10130 51110	338,287.00	ADMINISTRATION 0.00	338,287.00	214,882.26	0.00	123,404.74	63.5%
51130 ENGINEERING							
10130 51130	5,558.00	ENGINEERING 0.00	5,558.00	0.00	0.00	5,558.00	.0%
51210 CLERICAL AND TECHNICAL							
10130 51210	164,347.00	CLERICAL AND TECHNICAL 0.00	164,347.00	94,084.62	0.00	70,262.38	57.2%
51510 EQUIPMENT MAINTENANCE							
10130 51510	403,804.00	EQUIPMENT MAINTENANCE 0.00	403,804.00	182,532.42	0.00	221,271.58	45.2%
51520 HIGHWAY MAINTENANCE							
10130 51520	927,036.00	HIGHWAY MAINTENANCE 0.00	927,036.00	526,945.37	0.00	400,090.63	56.8%
51530 REFUSE COLLECTION & DISPOSAL							
10130 51530	471,730.00	REFUSE COLL. & DISPOSAL 0.00	471,730.00	257,835.67	0.00	213,894.33	54.7%
51540 SNOW REMOVAL							
10130 51540	56,000.00	SNOW REMOVAL 0.00	56,000.00	30,380.33	0.00	25,619.67	54.3%

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
S1810 OVERTIME							
10130 51810	OVERTIME	0.00	55,000.00	47,484.81	0.00	7,515.19	86.3%
S1910 FRINGE BENEFITS							
10130 51910	FRINGE BENEFITS	0.00	16,225.00	8,385.45	2,184.70	5,654.85	65.1%
S1920 F.I.C.A.							
10130 51920	F. I. C. A.	0.00	187,021.00	96,810.50	0.00	90,210.50	51.8%
S2020 POSTAGE							
10130 52020	POSTAGE	0.00	400.00	603.16	0.00	-203.16	150.8%
S2030 PROFESSIONAL FEES							
10130 52030	PROFESSIONAL FEES	0.00	120,000.00	69,428.27	49,255.11	1,316.62	98.9%
S2040 SERVICE CONT AND REPAIRS							
10130 52040	SERVICE CONT. AND REPAIRS	0.00	60,000.00	43,946.67	19,074.58	-3,021.25	105.0%
S2050 DUES CONFER							
10130 52050	DUES, CONFERENCES & EDUCATION	0.00	3,000.00	879.20	0.00	2,120.80	29.3%
S2060 PRINTING							
10130 52060	PRINTING	0.00	50.00	0.30	0.00	49.70	.6%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52070 REIMBURSABLE EXPENSES						
10130 52070	REIMBURSABLE EXPENSES 50.00	50.00	0.00	0.00	50.00	.0%
52400 MEAL ALLOWANCE						
10130 52400	MEAL ALLOWANCE 2,300.00	2,300.00	690.84	0.00	1,609.16	30.0%
52410 STREET TREE MAINTENANCE						
10130 52410	STREET TREE MAINTENANCE 500.00	500.00	500.00	0.00	0.00	100.0%
52450 SITE WORK						
10130 52450	SITE WORK 1,000.00	1,000.00	171.16	0.00	828.84	17.1%
52460 STREET LIGHTING						
10130 52460	STREET LIGHTING 90,000.00	90,000.00	38,413.60	0.00	51,586.40	42.7%
52470 SOLID WASTE DISPOSAL						
10130 52470	SOLID WASTE DISPOSAL 940,000.00	918,850.00	392,560.42	500,621.70	25,667.88	97.2%
52475 RECYCLING PROGRAM						
10130 52475	RECYCLING PROGRAM 200.00	200.00	0.00	0.00	200.00	.0%
52510 RENTAL OF EQUIPMENT						
10130 52510	RENTAL OF EQUIPMENT 5,000.00	25,000.00	14,714.16	15,685.84	-5,400.00	121.6%

Town of Waterford, CT



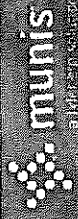
YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52531 LANDFILL CAP MAINTENANCE						
10130 52531	LANDFILL CAP MAINTENANCE 1,150.00	24,150.00	13,750.00	10,380.00	20.00	99.9%
53010 OFFICE SUPPLIES						
10130 53010	OFFICE SUPPLIES 325.00	325.00	150.58	0.00	174.42	46.3%
53030 OPERATIONAL SUPPLIES						
10130 53030	OPERATIONAL SUPPLIES 0.00	18,000.00	11,676.72	4,015.83	2,307.45	87.2%
53050 ENGINEERING SUPPLIES						
10130 53050	ENGINEERING EQUIP. & SUPPLIES 0.00	300.00	0.00	0.00	300.00	.0%
53070 AUTO REPAIRS						
10130 53070	AUTO REPAIRS 0.00	205,000.00	117,423.78	79,942.61	7,633.61	96.3%
53090 FUELS AND LUBRICANTS						
10130 53090	FUELS AND LUBRICANTS 0.00	327,790.00	128,191.49	0.00	199,598.51	39.1%
53100 TIRES						
10130 53100	TIRES 0.00	35,000.00	23,873.81	10,626.19	500.00	98.6%
53250 TRAFFIC CONTROL MATERIALS						
10130 53250	TRAFFIC CONTROL MATERIALS 0.00	20,000.00	12,546.21	2,763.09	4,690.70	76.5%

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024-13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
53300 HIGHWAY MATERIALS						
10130 53300	HIGHWAY MATERIALS 0.00	170,000.00	108,006.06	18,347.30	43,646.64	74.3%
54050 AUTOMOTIVE EQUIPMENT						
10130 54050	AUTOMOTIVE EQUIPMENT 0.00	26,755.00	19,852.49	0.00	6,902.51	74.2%
55010 TOWN AID ROADS IMPROVED						
10130 55010	TOWN AID ROADS IMPROVED 0.00	321,120.00	53,836.25	189,040.00	78,243.75	75.6%
TOTAL PUBLIC WORKS						
		4,994,798.00	2,510,556.60	901,936.95	1,582,304.45	68.3%
TOTAL GENERAL FUND						
		4,994,798.00	2,510,556.60	901,936.95	1,582,304.45	68.3%
TOTAL EXPENSES						
		4,994,798.00	2,510,556.60	901,936.95	1,582,304.45	
GRAND TOTAL						
		4,994,798.00	2,510,556.60	901,936.95	1,582,304.45	68.3%

** END OF REPORT - Generated by Kimberly Allen **



Waterford Office of Emergency Management

204 BOSTON POST ROAD • WATERFORD, CT • 06385 • (860) 442-9585 • FAX (860) 443-5327

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

RE: Emergency Management Performance Grant (EMPG) FY 2023

February 5, 2024

Dear Mr. Brule,

The application period for the Emergency Management Performance Grant (EMPG) FY 2023 is now open with an application closing date of March 30, 2024. This grant has a per capita award of \$21,508.30 with a federal per capita share of \$10,754.15 (50% town match). This grant is used to reimburse a portion of the Emergency Management Director salary.

This grant application requires a resolution by the Board of Selectman prior to submittal.

Thank you for your consideration of this request.

Very respectfully,

Steven Sinagra

Steven Sinagra
Emergency Management Director

cc: Kim Allen, Director of Finance

#7

[illegible]

State of Connecticut Department of Emergency Services and Public Protection
STATE AND LOCAL ASSISTANCE PROGRAM (SLA) FINANCIAL REPORTING AND REIMBURSEMENT FORM

Subgrant Information:		Fiscal Year	2022	Sub-grantee Name:	Waterford	Section I - REIMBURSEMENT REQUEST FORM			Sub-Grant Number:	023E152A	Performance Period: 10/1/23-9/30/24		
SUBGRANT BUDGET						COST AND PAYMENT INFORMATION			Section II - FINANCIAL REPORT				
PER CAPITA AWARD						PERIOD COVERED			QUARTERLY FINANCIAL REPORT / CLOSURE REPORT				
Total:	\$21,508.30					DATE PREPARED	FROM	THROUGH	FEDERAL FISCAL QUARTER				
Federal Share:	\$10,754.15					1/15/2024	10/1/2023	12/31/2023	FIRST				
Local Match:	\$10,754.15					ALL DIRECT COSTS	FEDERAL SHARE	ATTACH COPY OF	DATE				
SUBGRANT ALLOCATION													
Total:	\$21,508.30					PERSONNEL	Direct Costs @ 50%	CHECK OR	100% COMBINED	100% THIS QUARTER'S	REIMBURSEMENT		
Includes in-Staff:	\$10,754.15					EQUIPMENT ETC.	Indirect Costs @ 33 1/3%	PAID RECEIPT	OUTLAYS	ALLOCATION	entered		
Personnel:									BALANCE				
	\$21,508.30					100.00%	50.00%						
Line Item Descriptions (Required)													
Please Provide a 1-Line Description of the Item Being Requested for Reimbursement													
Personnel Costs & Benefits (includes Planning, Training and Exercises)													
Emergency Management Director (EMD) Salary													
Emergency Management Director (EMD) Stipend													
Fringe Benefits													
Deputy EMD or Support Staff Salary													
Deputy EMD or Support Staff Stipend													
Fringe Benefits													
Total:						\$0.00	\$0.00		Total:	\$0.00	\$10,754.15		
Organizational:											0.00%		
	\$0.00					100.00%	50.00%						
Equipment:													
	\$0.00					100.00%	50.00%		Total:	\$0.00	\$0.00		
In-Kind:													
	\$0.00					100.00%	33 - 1/3%		Total:	\$0.00	\$0.00		
PPE:													
	\$0.00					100.00%	100.00%		Total:	\$0.00	\$0.00		
All Other Costs													
	\$0.00					100.00%	50.00%		Total:	\$0.00	\$0.00		
Unallocated:													
	\$0.00					\$0.00	\$0.00		Total:	\$0.00	\$0.00		
TOTAL QUARTERLY AMOUNT EXPENDED (100%):													
FOR GRANTS/FISCAL USE ONLY:													

State of Connecticut Department of Emergency Services and Public Protection
STATE AND LOCAL ASSISTANCE PROGRAM (SLA) FINANCIAL REPORTING AND REIMBURSEMENT FORM

[illegible]

State of Connecticut Department of Emergency Services and Public Protection
STATE AND LOCAL ASSISTANCE PROGRAM (SLA) FINANCIAL REPORTING AND REIMBURSEMENT FORM

[illegible]

State of Connecticut Department of Emergency Services and Public Protection
STATE AND LOCAL ASSISTANCE PROGRAM (SLA) FINANCIAL REPORTING AND REIMBURSEMENT FORM

[illegible]

VOLUNTEER REIMBURSEMENT FORM

This is an electronic form which links with the appropriate quarters in the Financial Tool

Instructions: Complete one form for each quarter seeking reimbursement. The current Volunteer reimbursement rates are \$55.00/hr for Emergency Management Directors and Deputy EMD's and \$35.00/hr for clerical staff. PLEASE RECORD TIME IN NO LESS THAN 15 MINUTE INTERVALS (.25 HOURS).

Subgrantee:	Waterford
Subgrant Number	023E152A

Documentation Required: All work must be EMPG related meetings/training/conferences and not include law enforcement activities.

1ST QUARTER 10/1-12/31

Employee Name	Date	Number of Hours	Hourly Rate	Amount Reimbursed	Date of Service	Description of Service
			\$35.00	\$0.00		
			\$55.00	\$0.00		
			\$55.00	\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
Totals		0.00		\$0.00		

2ND QUARTER 1/1 - 3/31

[illegible]

Total	0.00	50.00	
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[illegible]

Totals	0.00	\$0.00
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4TH QUARTER 7/1 - 9/30						
Employee Name	Date	Number of Hours	Hourly Rate	Amount Reimbursed	Date of Service	Description of Service
			\$35.00	\$0.00		
			\$55.00	\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
Totals		0.00		\$0.00		

MILEAGE REIMBURSEMENT FORM

Subgrantee:	Waterford	Instructions: Complete one form for each quarter seeking reimbursement. The current federal standard
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Documentation Required: Copies of checks used to reimburse mileage. All travel must be FIM/G related meetings/training/conference and not include business entertainment. Mileage must be associated with your travel date.

1ST QUARTER 10/1 - 12/31

DATE	DESCRIPTION	AMOUNT	BALANCE
10/1/00	OPENING BALANCE	0.00	0.00
10/1/00	DEPOSIT	100.00	100.00
10/1/00	WITHDRAWAL	50.00	50.00
10/1/00	DEPOSIT	25.00	75.00
10/1/00	WITHDRAWAL	10.00	65.00
10/1/00	DEPOSIT	15.00	80.00
10/1/00	WITHDRAWAL	5.00	75.00
10/1/00	DEPOSIT	20.00	95.00
10/1/00	WITHDRAWAL	10.00	85.00
10/1/00	DEPOSIT	15.00	100.00
10/1/00	WITHDRAWAL	5.00	95.00
10/1/00	DEPOSIT	10.00	105.00
10/1/00	WITHDRAWAL	5.00	100.00
10/1/00	DEPOSIT	15.00	115.00
10/1/00	WITHDRAWAL	10.00	105.00
10/1/00	DEPOSIT	20.00	125.00
10/1/00	WITHDRAWAL	15.00	110.00
10/1/00	DEPOSIT	10.00	120.00
10/1/00	WITHDRAWAL	5.00	115.00
10/1/00	DEPOSIT	15.00	130.00
10/1/00	WITHDRAWAL	10.00	120.00
10/1/00	DEPOSIT	20.00	140.00
10/1/00	WITHDRAWAL	15.00	125.00
10/1/00	DEPOSIT	10.00	135.00
10/1/00	WITHDRAWAL	5.00	130.00
10/1/00	DEPOSIT	15.00	145.00
10/1/00	WITHDRAWAL	10.00	135.00
10/1/00	DEPOSIT	20.00	155.00
10/1/00	WITHDRAWAL	15.00	140.00
10/1/00	DEPOSIT	10.00	150.00
10/1/00	WITHDRAWAL	5.00	145.00
10/1/00	DEPOSIT	15.00	160.00
10/1/00	WITHDRAWAL	10.00	150.00
10/1/00	DEPOSIT	20.00	170.00
10/1/00	WITHDRAWAL	15.00	155.00
10/1/00	DEPOSIT	10.00	165.00
10/1/00	WITHDRAWAL	5.00	160.00
10/1/00	DEPOSIT	15.00	175.00
10/1/00	WITHDRAWAL	10.00	165.00
10/1/00	DEPOSIT	20.00	185.00
10/1/00	WITHDRAWAL	15.00	170.00
10/1/00	DEPOSIT	10.00	180.00
10/1/00	WITHDRAWAL	5.00	175.00
10/1/00	DEPOSIT	15.00	190.00
10/1/00	WITHDRAWAL	10.00	180.00
10/1/00	DEPOSIT	20.00	200.00
10/1/00	WITHDRAWAL	15.00	185.00
10/1/00	DEPOSIT	10.00	195.00
10/1/00	WITHDRAWAL	5.00	190.00
10/1/00	DEPOSIT	15.00	205.00
10/1/00	WITHDRAWAL	10.00	195.00
10/1/00	DEPOSIT	20.00	215.00
10/1/00	WITHDRAWAL	15.00	200.00
10/1/00	DEPOSIT	10.00	210.00
10/1/00	WITHDRAWAL	5.00	205.00
10/1/00	DEPOSIT	15.00	220.00
10/1/00	WITHDRAWAL	10.00	210.00
10/1/00	DEPOSIT	20.00	230.00
10/1/00	WITHDRAWAL	15.00	215.00
10/1/00	DEPOSIT	10.00	225.00
10/1/00	WITHDRAWAL	5.00	220.00
10/1/00	DEPOSIT	15.00	235.00
10/1/00	WITHDRAWAL	10.00	225.00
10/1/00	DEPOSIT	20.00	245.00
10/1/00	WITHDRAWAL	15.00	230.00
10/1/00	DEPOSIT	10.00	240.00
10/1/00	WITHDRAWAL	5.00	235.00
10/1/00	DEPOSIT	15.00	250.00
10/1/00	WITHDRAWAL	10.00	240.00
10/1/00	DEPOSIT	20.00	260.00
10/1/00	WITHDRAWAL	15.00	245.00
10/1/00	DEPOSIT	10.00	255.00
10/1/00	WITHDRAWAL	5.00	250.00
10/1/00	DEPOSIT	15.00	265.00
10/1/00	WITHDRAWAL	10.00	255.00
10/1/00	DEPOSIT	20.00	275.00
10/1/00	WITHDRAWAL	15.00	260.00
10/1/00	DEPOSIT	10.00	270.00
10/1/00	WITHDRAWAL	5.00	265.00

[illegible][illegible]

Item	Unit	Quantity	Unit Price	Total Price
1.000	kg	0.655	\$0.00	

		\$0.65	\$0.00		
Total:		\$9.55	\$0.00		

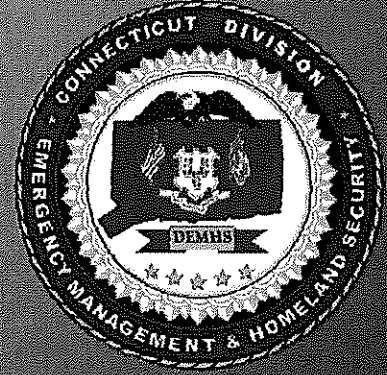
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3RD QUARTER 4/1 - 6/30

[illegible][illegible][illegible][illegible][illegible][illegible]

		0.655	\$0.00	
		0.719	\$0.00	

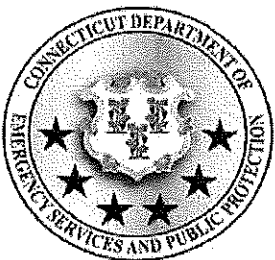
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E.MERGENCY M.ANAGEMENT P.ERFORMANCE G.RANT

FFY 2023 APPLICATION

**Application Deadline to your DEMHS
Regional Office is March 30, 2024**



State of Connecticut

**Department of Emergency Services and Public Protection
Division of Emergency Management and Homeland Security**

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COMPLETION CHECKLIST FOR SUB-GRANTEE

Please use this aid to ensure all documents are included in your submission. More detailed information is available in the EMPG Manual. Note: The application front page & section A (Instructions) do not need to be submitted.

- ☒ Section B: Application Information and Data Sheet
- ☒ Section C: Municipal Resolution
- ☒ Section D: EMPG Financial Tool Budget Tab
- ☒ Section E: Master Staffing Pattern and Training History
- ☐ Section F: NEMA Survey attached (Optional)
- ☐ Job Descriptions have been attached if applicable (Available on website)

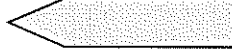
DEMHS REGIONAL CONTACT INFO

For assistance filling out this application please contact your DEMHS Regional Coordinator.

Region 1	Robert Kenny Regional Coordinator	149 Prospect Street, Bridgeport, CT 06604 Phone: 860.250.2478 Email: Robert.Kenny@ct.gov	Fax: 203.334.1560
Region 2	Nicole Velardi Regional Coordinator	OB-1 #103 12 Wintergreen Avenue New Haven 06515 Phone: 860.250.3453 Email: Nicole.Velardi@ct.gov	Fax: TBD
Region 3	Josh Cingranelli Regional Coordinator	DEMHS - 360 Broad Street Hartford CT 06105 Phone: 860.250-2548 Email: Josh.Cingranelli@ct.gov Mailing address: P.O. Box 1236 Glastonbury, CT 06033	Fax: 860.257.4621
Region 4	Michael Caplet Regional Coordinator	15-B Old Hartford Road Colchester, CT 06415 Phone: 860.250.3449 Email: Mike.Caplet@ct.gov	Fax: 860.465.5464
Region 5	John Field Regional Coordinator	55 West Main Street, Suite 300 Box 4 Waterbury, CT 06702 Phone: 860.250.2535 Email: John.Field@ct.gov	Fax: 203.591.3529

SECTION A. APPLICATION INSTRUCTIONS

Below are brief instructions for filling out each application form. Please fill out these forms completely and accurately. **Electronic signatures are accepted on all documents.** Please sign or initial where you see the following tabs:



1. **Manual:** Please print and review the EMPG Program Manual (<https://portal.ct.gov/DEMHS/Grants/Emergency-Management-Performance-Grant/Guidance-and-Forms>). The Subgrantee is responsible for the information contained in this document. More complete instructions are available in this document.
2. **Section B: Applicant Information and Datasheet:** Please fill out boxes 1-16 with the necessary information.
3. **Section C: Municipal Resolution:** Please provide a municipal resolution to grant the Chief Executive Officer the authority to sign the EMPG application package on behalf of the municipality. For more information on resolution specifics please reference the EMPG Program Manual.
4. **Section D: EMPG FINANCIAL TOOL-Budget Preparation:** Fill in your budget request for the performance period of 10/1/23-9/30/24 in the 2023 EMPG SLA Financial Tool. Please submit this budget electronically to your DEMHS Regional Office for review upon submittal of the application. Please consult the 2023 EMPG Manual for any additional forms.
5. **Section E: Master Staffing Pattern:** The Master Staffing Form comes pre-populated with the training records of local personnel who have reported completion of the IS and/or PDS course requirements. Towns may use this form to report on any additional courses completed since their last EMPG application.
6. **Additional Forms:** Please review the remaining list of forms available on our website at <https://portal.ct.gov/DEMHS/Grants/Emergency-Management-Performance-Grant/Guidance-and-Forms> to determine if any of these forms will be needed for your application:
 - Emergency Management Director Job Description** – Use this form if you have hired a new Emergency Management Director.
 - Emergency Management Deputy Director Job Description** – Use this form if you have hired a new Emergency Management Deputy Director.
 - Emergency Management Support Staff Job Description** – Use this form if you have hired new Emergency Management Support Staff (e.g. Clerical).
 - Request for Transcripts from EMI** – Use this form to request a transcript of the courses you have completed through FEMA and/or the Emergency Management Institute (EMI).

Once all of the necessary forms are filled out and signed, complete the application by signing and dating the Applicant Information and Data Sheet. Attach the Budget and all other forms and submit the Application Package to your DEMHS Regional Office.

SECTION B. EMPG APPLICATION INFORMATION AND DATA SHEET**All Forms Must Be Original - Copies Will Not Be Accepted****Mail Completed Applications To:**

DEMHS Regional Coordinator (See Page 2 of this application for contact information)

SPCP Unit Use Only**1. Name of Municipality or Agency Applying for Subgrant:**
Town of Waterford**2. Period of Award for this Subgrant: 10/1/23 – 9/30/24****3. Emergency Management Director Name & Address**

Name: Steven Sinagra Title: EMD
 Organization: Town of Waterford
 Address Line 1: 204 Boston Post Road
 Address Line 2:
 City/State/Zip: Waterford, CT 06385
 Phone: (860) 442-9585 Fax: (860) 443-5327
 E-mail: ssinagra@waterfordct.org

4. Official Authorized to Sign for the Applicant:

Name: Robert Brule Title: First Selectman
 Organization: Town of Waterford
 Address Line 1: 15 Rope Ferry Road
 Address Line 2:
 City/State/Zip: Waterford, CT 06385
 Phone: (860) 444-5834 Fax: (860) 444-0273
 E-mail: rbrule@waterfordct.org

5. Municipal/Agency Financial Officer

Name: Kimberly Allen Title: Director of Finance
 Organization: Town of Waterford
 Address Line 1: 15 Rope Ferry Road
 Address Line 2:
 City/State/Zip: Waterford, CT 06385
 Phone: (860) 444-5840 Fax: (860) 444-0579
 E-mail: kallen@waterfordct.org

6. Fiscal Point of Contact: (If Different than Financial Officer)

Name: Steven Sinagra Title: EMD
 Organization: Town of Waterford
 Address Line 1: 204 Boston Post Road
 Address Line 2:
 City/State/Zip: Waterford, CT 06340
 Phone: (860) 442-9585 Fax: (860) 443-5327
 E-mail:

7. Applicant FEIN: 06-6002121**8. Applicant DUNS #:** 08-334-3038**9. Applicant Fiscal Year End:** June 30**10. Date of Last Audit:** August 30, 2023**11. Dates Covered by Last Audit:** July 1, 2022 to June 30, 2023**12. Date of Next Audit:** August 30, 2024**13. Dates to be Covered by Next Audit:** July 1, 2023 to June 30, 2024

Please note that the information required for boxes 9 through 13 refers to the sub-grantee's audit cycle.

FEDERAL AUDIT AND DEBARMENT REQUIREMENT CERTIFICATION**14. ACKNOWLEDGEMENT OF FEDERAL SINGLE AUDIT SELF REPORTING REQUIREMENTS**

- Sub-grantees that are required to undergo a Federal Single Audit as mandated by OMB Circular A-133 must alert CT DEMHS, in writing, to any specific findings and/or deficiencies with regard to the use of federal grant funds within 45 days of receipt of their audit report. This notification must identify the finding(s) / deficiencies and a corrective action plan for each.
- All sub-grantees must submit to CT DEMHS a copy of the audit report section pertaining to use of federal grant funds regardless of any findings or deficiencies, within 45 days of the receipt of that report.

Initial to indicate that this requirement has been read and understood:

INITIAL

15. ACKNOWLEDGEMENT OF DEBARMENT REQUIREMENTS:

- The sub-grantee will confirm the eligibility status (via Sam.gov) of all vendors/contractors that the sub-grantee pays with EMPG SLA funds. The subgrantee will confirm that the vendors/contractors do not appear on the SAM's Exclusion List of federally debarred or suspended vendors.

Initial to indicate that this requirement has been read and understood:

INITIAL

16. I, the undersigned, for and on behalf of the named municipality, state agency, or regional planning organization, do herewith apply for this subgrant, attest that, to the best of my knowledge, the statements made herein are true, and agree to any general or special grant conditions attached to this grant application form.

SIGN & DATE

Authorized Signatory: X

Date: 11/25/2023

SECTION C. AUTHORIZING RESOLUTION

All Forms Must Be Original - Copies Will Not Be Accepted

This Blanket Resolution Can Also Be Used to Satisfy the Requirements of the Homeland Security Grant Program

AUTHORIZING RESOLUTION OF THE

Board of Selectmen

(Insert name of governing body--for example, town council)

CERTIFICATION:

I, David Campo, the Town Clerk of Waterford, CT,
(keeper of the records—for ex. town clerk or secretary of council)

do hereby certify that the following is a true and correct copy of a resolution adopted by
Board of Selectmen at its duly called and held meeting on October 24, 20 ,
(name of governing body) *(Month, Day)*

at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the Board of Selectmen may enter into with and deliver
(name of governing body)

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 Brule, as First Selectman of
(name and title of officer)

Town of Waterford,
(Name of governing body)

is authorized and directed to execute and deliver any and all documents on behalf of the
Town of Waterford

(name of governing body)

and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents.

The undersigned further certifies that Robert Brule
(name of officer)

now holds the office of First Selectman and that he/she has held that office since
November, 2019.

IN WITNESS WHEREOF: The undersigned has executed this certificate this 25th day of

October 2023

David L. Campo, Town Clerk
(Name and title of record keeper)

**INSERT
TACTILE
TOWN
SEAL HERE**

The Chief Executive Officer has not changed since the
previous resolution was authorized on November 16, 2022
(Date)

SECTION D. EMPG SLA FINANCIAL TOOL-BUDGET

Please Note: Applications will not be reviewed without the submittal of the EMPG Financial Tool "Application Budget" tabs.

Fill out the Application Budget portion of the tool by filling out the teal boxes for the following:

1. Award Amounts:

Per Capita Award: This amount is based on your town's population as listed in the State Register and Manual.

Sub grant Allocation: This totals as you fill in the categories below.

2. Enter Categories:

- **Personnel-** Enter the total estimated cost for salaries or stipends for full or part-time EMDs, Deputy EMDs and support staff.
- **Organization-** Enter the total estimated cost for your phone bills, fax, internet bills, cable TV, WIFI etc. Please note that all services must be concluded and paid before seeking reimbursement.
- **Equipment-** Enter the total estimated cost for your anticipated equipment needs including printers, computers, radios, phone systems, EOC furniture etc.
- **In kind-** Enter the total estimated cost for any in-kind costs including Volunteer EMDs, Deputy EMDs or Support Staff time and any donated new equipment. Note: In-Kind Allocations require 2X the match.
- **Personal Protective Equipment (PPE)** Enter the PPE allocation from the front page into this cell. **Note: The PPE allocation can only be spent on PPE.** PPE allocations are matched by state funding.
- **All other-** Enter the total estimated cost for all other items. Must receive pre-approval from DEMHS Regional Coordinator.
- **Unallocated** – This is the remaining balance of funding that you have not yet allocated to a particular category.

EMPG Subgrant Budget (Fill In Green Cells Only)	
PER CAPITA AWARD	
Total:	\$22,840.65
Federal Per Capita Share:	\$11,420.33
Match:	\$11,420.33
SUBGRANT ALLOCATION	
Total:	\$22,840.65
Federal Per Capita Share:	\$11,420.33
Match (Includes In-Kind):	\$12,920.33
Personnel:	\$16,840.67
Allocate (Enter) the total estimated cost for salaries or stipends for full or part-time EMD's, Deputy EMD's and support staff. If claiming fringe, please provide a fringe benefits letter from the Municipal Finance Director.	
Organization:	\$500.00
Allocate (Enter) the total estimated cost for your phone bills, fax, internet bills, cable TV, WIFI etc. Please note that all services must be concluded and paid before seeking reimbursement.	
Equipment:	\$2,412.34
Allocate (Enter) the total estimated cost for your anticipated equipment needs including printers, computers, radios, phone systems, EOC furniture etc.	
In-Kind - Requires Double Match:	\$1,500.00
Allocate (Enter) the total estimated cost for any in-kind costs including Volunteer EMDs, Deputy EMDs or Support Staff time and any donated new equipment. Note: In-Kind Allocations require 2X the match. For a volunteer time form please visit the DEMHS website at http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692	
Personal Protection Equipment:	\$1,087.64
Allocate (Enter) the total amount of PPE shown for your town here. PPE funding may be used for face masks, sanitizer, gloves, no touch devices, shields etc. No match is required for PPE.	
All Other Costs	\$500.00
Allocate (Enter) the total amount of all other costs (Travel, Training, Mileage, Meetings, EOC Activations, Emergency Responses etc..	
Unallocated:	\$0.00
Certification: I hereby certify that the information contained herein is based	

Section E. EMPG Master Staffing Pattern and Training History

The purpose of this form is to collect information regarding employees who will be funded under the Emergency Management Performance Grant (EMPG). Shown on the form are the current training records (completed courses are marked with their dates of completion) by your EMPG funded staff according to our records. These courses are required for all staff funded partially or fully under the EMPG.

Instructions: If you have completed additional courses please fill in the dates of completion for any courses. Please provide a copy of the course certificate(s). The deadline for new staff to complete all of the required courses is September 30, 2024.

[illegible]

If an employee funded by EMPG has yet to complete the Required FEMA IS courses at <https://training.fema.gov/is/searchis.aspx?search=PDS> (Professional Development Series) please complete the missing courses and submit your training certificate to your Division of Emergency Management and Homeland Security (DEMHS) Regional Office. If you need to request training certificates from FEMA, please request your transcript using the Transcript Request Form – EMI. You can find this form on our website at <https://training.fema.gov/emiweb/downloads/tranrqst1.pdf>

SECTION F. NEMA QUESTIONNAIRE

Each year the Division of Emergency Management and Homeland Security (DEMHS) fills out a survey from the National Emergency Management Association (NEMA). The purpose of the survey is to justify the funding we receive under the Emergency Management Performance Grant (EMPG).

To help us in filling out the survey for FY 2023, DEMHS is asking our EMPG participating towns to answer a few brief questions. Your answers will assist NEMA in justifying continued funding of the EMPG program to Congress.

1. What is your total emergency management budget: \$ 1,094,563
Please provide your total budget even if these costs exceed your EMPG allocation.

2. Is your Emergency Management Director?:
 (Check One)
 - ☒ Full-Time
 - ☐ Part-Time
 - ☐ Volunteer

3. Which official (if any) has the authority to issue a mandatory evacuation order?:
 (Check One)
 - ☐ Mayor
 - ☒ First Selectman
 - ☐ Town Manager
 - ☐ Other

SECTION G. OPT OUT STATEMENT

If a municipality desires to opt out of receiving funding this year, please send an email from the municipal Finance Director to your DEMHS Regional Office containing the following language:

The municipality of _____ is electing to opt-out of the Emergency Management Performance Grant for FY 2023. We understand that our municipality is forgoing matching funding for emergency management activities for the period from 10/1/23 to 9/30/24.

Sincerely,

Finance Director

Note: If the municipality reconsiders their decision at a later date, the municipality can still apply for FY 2023 EMPG funding up until the final deadline of March 30, 2024.



TOWN OF WATERFORD

INTER-OFFICE CORRESPONDENCE

To: Robert Brule, First Selectman
From: Mark Wujtewicz, Planner
Date: February 6, 2024
RE: CONSERVATION EASEMENT
Affordable Housing Development
109R & 131 Clark Lane

The Planning and Zoning Commission approved the requirement for a Conservation Easement on June 27, 2023 for the Affordable Housing Development, which is located at 109R & 131 Clark Lane. The Conservation Easement Description Sheet and map are attached.

At this time, we are requesting the Board of Selectman to initiate acceptance of this easement in accordance with section 2.52.060 of the code of ordinances subject to approval by the Town Attorney of the final Easement Documents. This easement requires acceptance by the Board of Selectmen and upon such action requires written notification to the moderator of the RTM. I look forward to presenting this easement for acceptance to the Board of Selectman. Please let me know if there is any additional information needed in order to consider this request.

Cc: Paige Walton, Tax Assessor w/att
Allen Wilensky, Tax Collector
Jonathan Mullen, AICP, Planning Director
Maureen FitzGerald, Environmental Planner w/att

#8

CONSERVATION EASEMENT DESCRIPTION SHEET

GRANTOR: **Clark Lane MHP, LLC**

GRANTOR'S AGENT: **Atty Mark Branse**
(Attorney preparing easement)

EASEMENT REQUIRED BY: PZC PERMIT #**PL-23-7** CC PERMIT #**CC-22-14**

ADDRESS OF PROPERTY: **109R & 131 Clark Lane**

ASSESSOR'S MAP #**119** LOT(s) # **1461, 1444** ALL _____ PARTIAL **X**

MAP ENTITLED: **"PROPOSED AFFORDABLE HOUSING DEVELOPMENT,
131 & 109R CLARK LANE, WATERFORD, CONNECTICUT" DATED MAY 14,
2022 AND REVISED THRU NOVEMBER 30, 2023**

AREA OF EASEMENT: **274, 376 Square Feet (6.313 Acres)**

PURPOSE OF EASEMENT: **To protect in perpetuity the significant natural features
and to minimize the environmental impacts of activities associated with land
development within the Town of Waterford**

WATERSHED/STREAMBELT: **Fenger Brook**

OWNER (Association, Land Trust, Private): **Private**

SURVEY NOTES:

1. This survey has been prepared pursuant to the Regulations of Connecticut State Agencies Section 20-300b-1 through 20-300b-20 as amended on October 26, 2016;
This map was prepared from record research, other maps, limited field measurements and other sources. It is not to be construed as a Property/Boundary or Limited Property/Boundary Survey and is subject to such facts as said surveys may disclose.

- This survey conforms to a Class "C" horizontal accuracy.
- Topographic features conform to a Class "T-2" accuracy.
- Survey Type: General Location Survey.

2. The subject property is shown as lot 23 on assessor's map 36A and lot on assessor's map 36E.

3. Zone: R-20.

4. Owner of record: Lao J. & Mary P.T. Archambault, Trustees
141 Noble Hill Road
Oakdale, CT 06370

5. The intent of this survey is to show existing conditions for the development of the subject property.

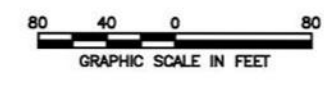
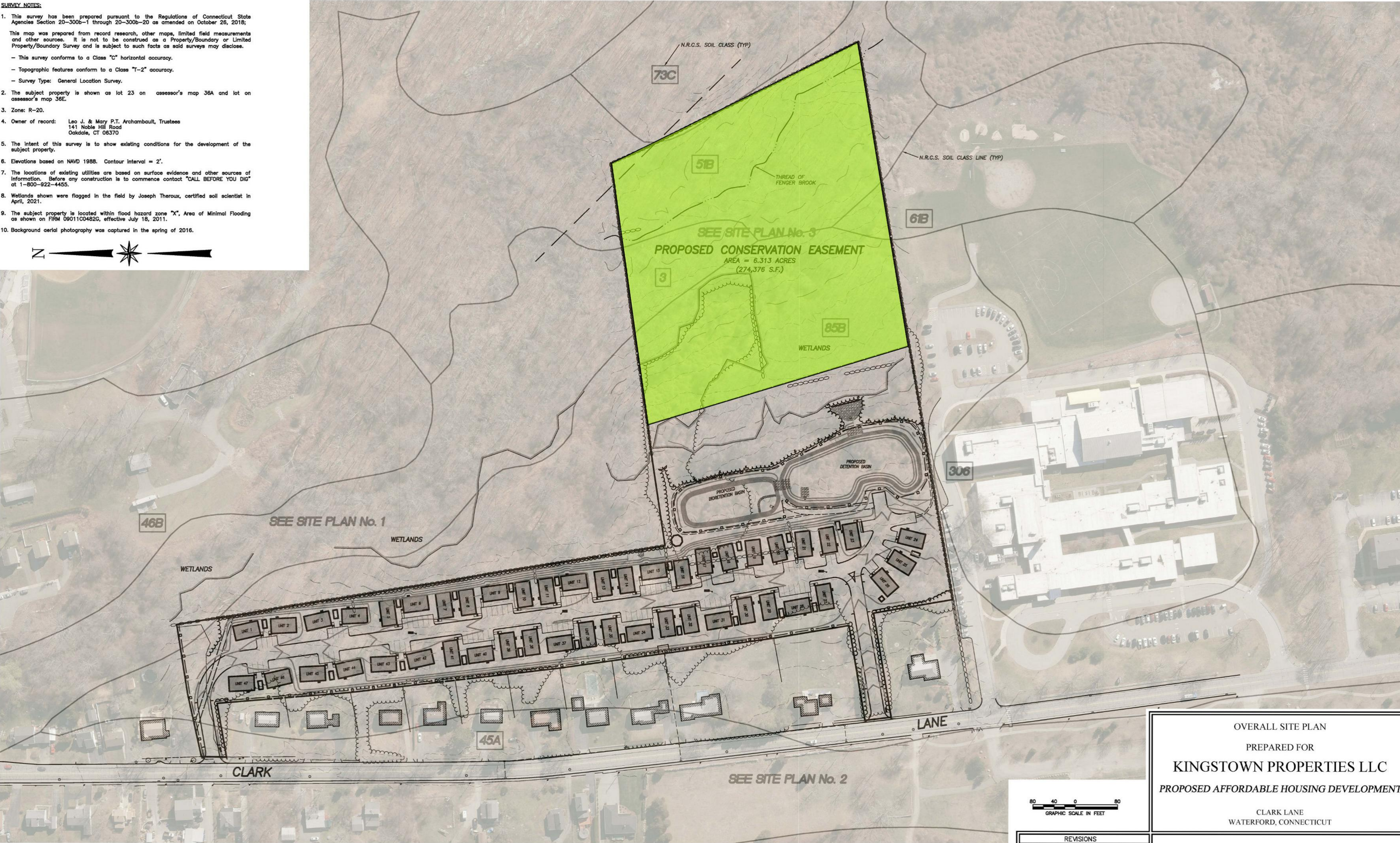
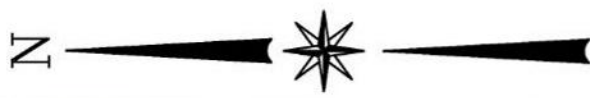
6. Elevations based on NAVD 1988. Contour interval = 2'.

7. The locations of existing utilities are based on surface evidence and other sources of information. Before any construction is to commence contact "CALL BEFORE YOU DIG" at 1-800-922-4455.

8. Wetlands shown were flagged in the field by Joseph Theroux, certified soil scientist in April, 2021.

9. The subject property is located within flood hazard zone "X", Area of Minimal Flooding as shown on FIRM 09011C0482G, effective July 18, 2011.

10. Background aerial photography was captured in the spring of 2016.



OVERALL SITE PLAN

PREPARED FOR

KINGSTOWN PROPERTIES LLC

PROPOSED AFFORDABLE HOUSING DEVELOPMENT

CLARK LANE
WATERFORD, CONNECTICUT

I HAVE REVIEWED THE FLAGGED INLAND WETLANDS LOCATIONS SHOWN ON THIS PLAN AND THEY APPEAR TO BE SUBSTANTIALLY CORRECT.

Certified Soil Scientist Date

ENGINEER DATE

TO MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON,

DAVID J. HELD, L.S. LIC. No. 24267 DATE

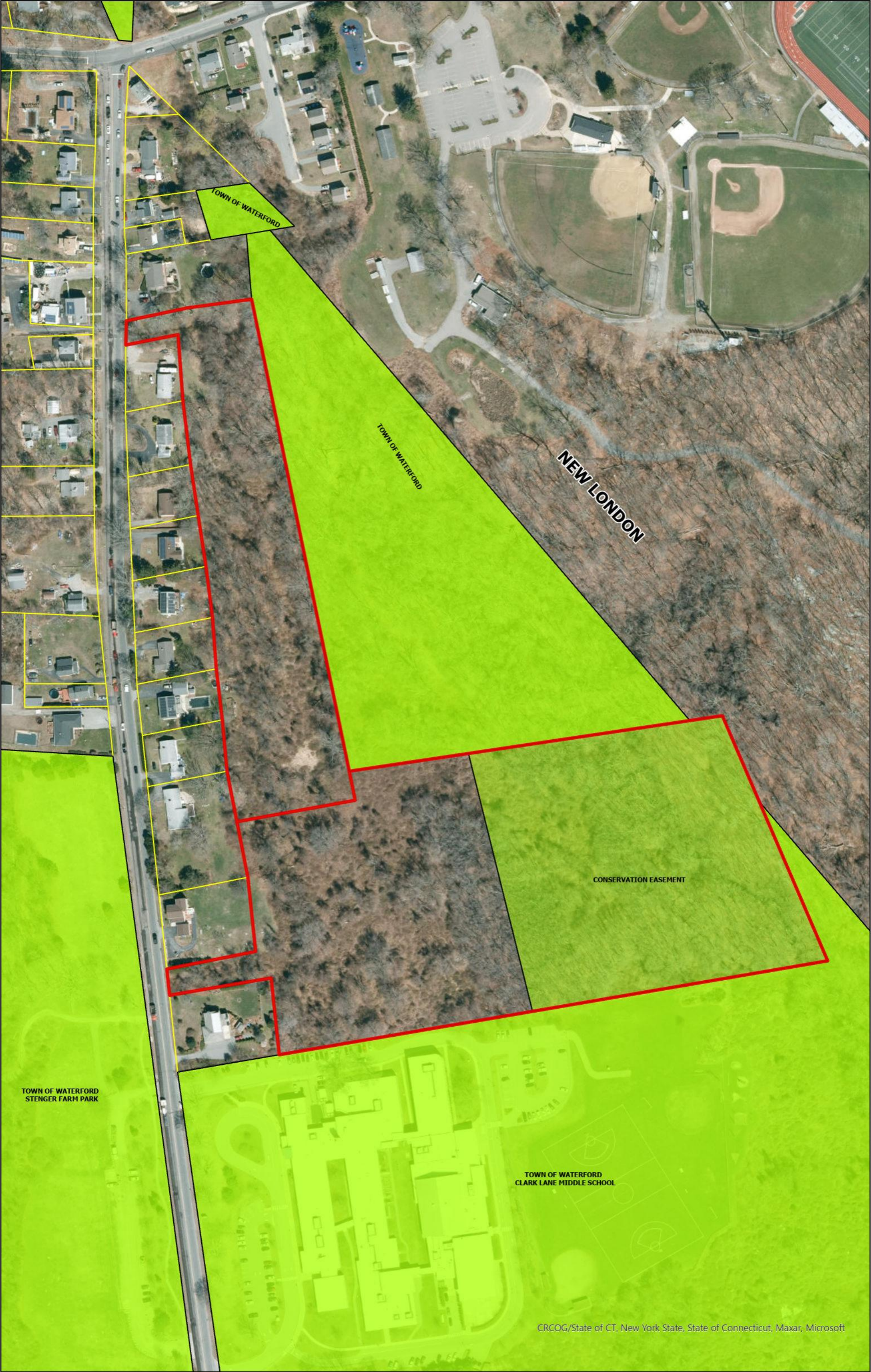
NO CERTIFICATION IS EXPRESSED OR IMPLIED UNLESS THIS MAP BEARS THE ORIGINAL SEAL AND SIGNATURE OF THE LAND SURVEYOR.

REVISIONS	
DATE	DESCRIPTION
2/21/2023	ENV. PLANNER COMMENTS
3/30/2023	SIGHTLINES, I.W. CONDITIONS
7/31/2023	P&Z CONDITIONS
8/8/2023	P&Z CONDITIONS FINAL REVIEW
11/30/2023	LACOMBE BOUNDARY
DATE: 5/14/2022	DRAWN: DJH
SCALE: 1" = 80'	DESIGN: DJH
SHEET: 3 OF 22	CHK BY: ---
DWG. No: Client File	JOB No: 213009

Provost & Rovero, Inc.

Civil Engineering • Surveying • Site Planning
Structural • Mechanical • Architectural Engineering

57 East Main Street, P.O. Box 191
Plainfield, Connecticut 06374
(860) 230-0856 - FAX: (860) 230-0860
info@prorovinc.com
www.prorovinc.com



TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

FIRE SERVICES
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10123	51412	PART TIME FIREFIGHTING	210,000.00	107,694.04		(24,000.00)	83,694.04
2	10123	53070	AUTO REPAIRS	85,000.00	(19,972.07)	24,000.00		4,027.93
								0.00
TOTAL						24,000.00	(24,000.00)	

Explanation

FUNDS NEEDED FOR UNEXPECTED APPARATUS REPAIRS

MICHAEL HOWLEY
Department Head

2/6/2024
Date

KIM ALLEN
Director of Finance

2/6/2024
Date

First Selectman

Date

Commission/Board Approval

Date

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13

	ORIGINAL APPROP	TRANS/ADJSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 GENERAL FUND							
10123 FIRE SERVICES							
5110 ADMINISTRATION							
10123 51110	204,179.00	ADMINISTRATION 0.00	204,179.00	115,969.88	0.00	88,209.12	56.8%
5120 INSPECTION							
10123 51120	83,068.00	INSPECTION 0.00	83,068.00	50,045.44	0.00	33,022.56	60.2%
51210 CLERICAL AND TECHNICAL							
10123 51210	147,637.00	CLERICAL AND TECHNICAL 0.00	147,637.00	99,189.54	0.00	48,447.46	67.2%
51240 EDUCATIONAL INCENTIVE							
10123 51240	16,750.00	EDUCATIONAL INCENTIVE 0.00	16,750.00	8,240.00	0.00	8,510.00	49.2%
5140 FIRE FIGHTING							
10123 51410	1,202,923.00	FIRE FIGHTING 0.00	1,202,923.00	719,834.66	0.00	483,088.34	59.8%
51411 INCENTIVE PROGRAM STIPENDS							
10123 51411	50,000.00	INCENTIVE PROGRAM STIPENDS 0.00	50,000.00	17,357.00	0.00	32,643.00	34.7%
51412 PART TIME FIRE FIGHTING							
10123 51412	210,000.00	PART TIME FIRE FIGHTING 0.00	210,000.00	102,305.96	0.00	107,694.04	48.7%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 - 13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51810 OVERTIME						
10123 51810	OVERTIME	245,000.00	0.00	0.00	71,391.28	70.9%
51920 F.I.C.A.						
10123 51920	F.I.C.A.	165,206.00	0.00	0.00	73,526.57	55.5%
52010 ADVERTISING						
10123 52010	ADVERTISING	400.00	0.00	0.00	400.00	.0%
52020 POSTAGE						
10123 52020	POSTAGE	250.00	0.00	0.00	200.88	19.6%
52030 PROFESSIONAL FEES						
10123 52030	PROFESSIONAL FEES	2,500.00	0.00	0.00	1,548.17	38.1%
52040 SERVICE CONT. AND REPAIRS						
10123 52040	SERVICE CONT. AND REPAIRS	13,530.00	2,625.00	1,646.91	84.96	99.5%
52050 DUES, CONFER						
10123 52050	DUES, CONFERENCES & EDUCAT	36,800.00	0.00	20,310.03	973.40	97.4%
52060 PRINTING						
10123 52060	PRINTING	100.00	0.00	0.00	82.60	17.4%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52070 REIMBURSABLE EXPENSES							
10123 52070	1,500.00	REIMBURSABLE EXPENSES 0.00	1,500.00	91.05	0.00	1,408.95	6.1%
52080 TELEPHONE							
10123 52080	18,500.00	TELEPHONE 9,175.00	27,675.00	15,103.94	12,443.20	127.86	99.5%
52290 PUBLIC SAFETY AWARENESS							
10123 52290	4,000.00	PUBLIC SAFETY AWARENESS 0.00	4,000.00	1,847.03	0.00	2,152.97	46.2%
52310 EXAMINATIONS							
10123 52310	10,000.00	EXAMINATIONS 0.00	10,000.00	6,422.58	1,577.42	2,000.00	80.0%
52320 RENTAL OF HYDRANTS							
10123 52320	541,000.00	RENTAL OF HYDRANTS 0.00	541,000.00	270,474.88	270,474.88	50.24	100.0%
52370 CLOTHING OR UNIFORM ALLOW							
10123 52370	19,500.00	CLOTHING OR UNIFORM ALLOW 0.00	19,500.00	18,010.39	1,437.15	52.46	99.7%
52371 FIRE POLICE							
10123 52371	1,250.00	FIRE POLICE 0.00	1,250.00	0.00	0.00	1,250.00	.0%
52372 INSURANCE							
10123 52372	140,000.00	INSURANCE 0.00	140,000.00	139,203.00	0.00	797.00	99.4%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52373 LP GAS						
10123 52373	LP GAS -3,800.00	1,800.00	1,464.59	0.00	335.41	81.4%
52374 CABLE TELEVISION						
10123 52374	CABLE TELEVISION 0.00	7,500.00	5,191.15	3,923.45	-1,614.60	121.5%
52375 GROUND LADDER TESTING						
10123 52375	GROUND LADDER TESTING 0.00	7,800.00	5,573.00	0.00	2,227.00	71.4%
52376 HYDRAULIC TESTING						
10123 52376	HYDRAULIC TESTING 3,400.00	5,400.00	5,325.30	0.00	74.70	98.6%
52377 BREATHING APPARATUS TESTING						
10123 52377	BREATHING APPARATUS TESTING 0.00	9,500.00	4,073.80	3,231.68	2,194.52	76.9%
52378 BUILDING MAINTENANCE						
10123 52378	BUILDING MAINTENANCE -11,400.00	72,600.00	36,412.87	15,931.81	20,255.32	72.1%
52379 HOSE TESTING AND REPAIRS						
10123 52379	HOSE TESTING AND REPAIRS 0.00	9,825.00	9,061.78	0.00	763.22	92.2%
52387 PUMP TESTING SERVICES						
10123 52387	PUMP TESTING SERVICES 0.00	4,000.00	2,100.00	0.00	1,900.00	52.5%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024.13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52392 GENERATOR MAINTENANCE & REPAIR							
10123 52392	9,500.00	GENERATOR MAINTENANCE & REPAIR 0.00	9,500.00	2,496.63	1,952.00	5,051.37	46.8%
53010 OFFICE SUPPLIES							
10123 53010	1,000.00	OFFICE SUPPLIES 0.00	1,000.00	112.01	700.00	187.99	81.2%
53020 OTHER SUPPLIES							
10123 53020	12,000.00	OTHER SUPPLIES 0.00	12,000.00	5,670.91	3,582.34	2,746.75	77.1%
53021 CONSUMABLE SUPPLIES							
10123 53021	3,800.00	CONSUMABLE SUPPLIES 0.00	3,800.00	2,118.90	200.00	1,481.10	61.0%
53070 AUTO REPAIRS							
10123 53070	110,000.00	AUTO REPAIRS -25,000.00	85,000.00	98,828.42	6,143.65	-19,972.07	123.5%
53080 AUTOMOTIVE MAINTENANCE							
10123 53080	0.00	AUTOMOTIVE MAINTENANCE 25,000.00	25,000.00	21,271.80	3,479.48	248.72	99.0%
53090 FUELS AND LUBRICANTS							
10123 53090	45,000.00	FUELS AND LUBRICANTS 0.00	45,000.00	27,705.60	700.00	16,594.40	63.1%
53110 COMPUTER SUPPLIES							
10123 53110	1,000.00	COMPUTER SUPPLIES 0.00	1,000.00	107.52	206.47	686.01	31.4%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
53111 FF PROTECTIVE CLOTHING						
10123 53111	FF PROTECTIVE CLOTHING 0.00	35,000.00	11,849.45	21,688.65	1,461.90	95.8%
53112 FIREFIGHTING SUPPLIES						
10123 53112	FIREFIGHTING SUPPLIES 0.00	9,000.00	5,085.18	3,262.60	652.22	92.8%
53113 VOLUNTEER RESPONDER AWARDS						
10123 53113	VOLUNTEER RESPONDER AWARDS 0.00	5,000.00	992.00	0.00	4,008.00	19.8%
53114 MEDICAL SUPPLIES						
10123 53114	MEDICAL SUPPLIES 0.00	6,500.00	2,894.85	2,341.46	1,263.69	80.6%
53115 VOLUNTEER FIREFIGHTER SUPPLIES						
10123 53115	VOLUNTEER FIREFIGHTER SUPPLIES 0.00	3,000.00	1,647.50	0.00	1,352.50	54.9%
54060 OFFICE EQUIPMENT						
10123 54060	OFFICE EQUIPMENT 0.00	1,500.00	480.06	145.01	874.93	41.7%
54202 EQUIPMENT - FIRE INVESTIGATIONS						
10123 54202	EQUIPMENT - FIRE INVESTIGATIONS 0.00	500.00	-306.39	0.00	806.39	-61.3%
54218 FIREFIGHTER EQUIPMENT						
10123 54218	FIREFIGHTER EQUIPMENT 0.00	24,000.00	12,990.81	6,800.00	4,209.19	82.5%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13

ORIGINAL APPROP	TRANS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
54220 RADIO/EMERGENCY LIGHTS						
10123 54220	RADIO/EMERGENCY LIGHTS 0.00	9,000.00	2,271.92	5,909.57	818.51	90.9%
54222 RESCUE TRUCK EQUIPMENT						
10123 54222	RESCUE TRUCK EQUIPMENT 0.00	5,500.00	67.50	0.00	5,432.50	1.2%
54226 EQUIPMENT						
10123 54226	EQUIPMENT 0.00	6,000.00	0.00	1,152.79	4,847.21	19.2%
TOTAL FIRE SERVICES						
		3,531.618.00	2,125,828.71	389,240.55	1,016,548.74	71.2%
TOTAL GENERAL FUND						
		3,531.618.00	2,125,828.71	389,240.55	1,016,548.74	71.2%
TOTAL EXPENSES						
		3,531.618.00	2,125,828.71	389,240.55	1,016,548.74	
GRAND TOTAL						
		3,531.618.00	2,125,828.71	389,240.55	1,016,548.74	71.2%

** END OF REPORT - Generated by Kimberly Allen **

Shannon Withey

From: Kimberly Allen
Sent: Monday, January 29, 2024 9:30 AM
To: Shannon Withey; Rebecca Hall
Cc: Michael Howley
Subject: BOS & BOF Agendas
Attachments: scan-01_29_2409_24_54.pdf

Shannon,

Please place the attached on the next BOS agenda. Note that the true price of the repairs will not be known until the State's DOT Contractor provides a current quote. The attached documentation is from an estimate dated last year. Also, additional funds are being requested because the same contractor will provide quotes on other lights throughout the town.

Becky,

Please place it on the next BOF agenda.

Thank you.

Kimberly Allen

Director of Finance
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
kallen@waterfordct.org
860.444.5842
860.440.0579 (fax)



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#10



Office of Fire Services
Waterford Fire Department
204 Boston Post Road
Waterford CT. 06385

January 24, 2024

First Selectman Rob Brule
15 Rope Ferry Road
Waterford, CT 06385

Re: Request funds in CNR \$50,000 be moved from designated to appropriated 20523-57838

On behalf of the Waterford Fire Services, I would like to request the funds in CNR \$50,000 for Fire Services Pre-Emption traffic light repairs be moved from designated to appropriate. Our Pre-Emption light system is about 25-30 years old and installed by the State of CT at no cost to the Town. The Town of Waterford agreed to maintain such system as needed. An evaluation in 2019 determined we have some intersections that are not working properly.

The State of CT has a contractor working on upgrades to some of the traffic signals here in Town. This State contractor is qualified to make repairs as needed to the Pre-Emption system once authorized. The contractor is also going to evaluate the Pre-Emption system here in Town and supply quotes to complete repairs/replacements as needed at major intersections.

Director of Fire Services

Chief, Michael J. Howley

CC: Kim Allen, Director of Finance

<u>Item No.</u>	<u>Description</u>	<u>Qty</u>	<u>UOM</u>	<u>Price</u>	<u>Total</u>
01	CROSS ROAD & CINEMA/BJ	1	LS	\$6,852.00	\$6,852.00
02	CROSS ROAD & PARKWAY SOUTH	1	LS	\$5,247.00	\$5,247.00
03	RT85 & DOUGLAS LANE	1	LS	\$8,129.00	\$8,129.00
04	RT85 & I95 SOUTH	1	LS	\$8,129.00	\$8,129.00
05	RT85 & I95 NORTH	1	LS	\$3,765.00	\$3,765.00
06	RT1 & LOUISE STREET	1	LS	\$3,882.00	\$3,882.00
07	RT1 & AVERY LANE	1	LS	\$6,365.00	\$6,365.00
08	RT1 & FOG PLAIN ROAD	1	LS	\$7,823.00	\$7,823.00
09	RT1 & Cross Road	1	LS	\$11,381.00	\$11,381.00
10	RT156 & Gardiners Wood Road	1	LS	\$8,793.00	\$8,793.00
11	RT156 & Millstone Access	1	LS	\$3,306.00	\$3,306.00
12	RT156 & Ninantic River/West Street	1	LS	\$10,734.00	\$10,734.00
13	RT32 & Richards Grove Road	1	LS	\$10,734.00	\$10,734.00
14	RT32 & Fitzgerald Ave	1	LS	\$3,953.00	\$3,953.00
15	RT32 & Benham Ave	1	LS	\$13,322.00	\$13,322.00
16	RT1 & Oswegatchie Fire Department	1	LS	\$27,377.00	\$27,377.00
17	RT156 & Jordan Fire Department	1	LS	\$64,330.00	\$64,330.00

total bid price \$204,122.00

PRICING IS VALID UNTIL FEBRUARY 15TH , 2023. AFTER THIS DATE PROJECT WILL NEED TO BE REQUESTED.

EXCLUDES THE FOLLOWING:

ANY WORK OR REPLACEMENT OF EQUIPMENT NOT LISTED ON SHEET.
 PROVIDE AND PAY FOR POLICE/TRAFFIC PERSON.
 PROVIDE BOND, PERMIT FEES, AND UTILITIES FEES.
 30 DAY RESPONSIBILITY ACCEPTANCE OF INTERSECTION AFTER WORK COMPLETED.
 EXPEDITING OR RUSH SHIPPING FOR PROCUREMENT OF EQUIPMENT. LEAD TIMES TO BE PROVIDED WHEN ORDERED
 PLACE.
 2ND OR 3RD SHIFT LABOR (ALL WORK TO BE COMPLETED 1ST SHIFT).
 WINTER CONDITIONS (SNOW REMOVAL)

"La Dolce Vita"



Halberg Electric performed

INTERSECTION NAME	
CROSS ROAD @ CINEMA/BJS	3
CROSS ROAD & PARKWAY NORTH	4
CROSS ROAD & PARKWAY SOUTH	4
CLARK LANE & STOP & SHOP	2
RT 85 & INTERSTATE 395 SOUTH RAMP	3
RT 85 & INTERSTATE 395 NORTH RAMP	3
RT 85 & DOUGLAS LANE	2
RT 85 & CROSS ROAD	3
RT 85 & WATERFORD COMMONS TARGET	4
RT 85 MALL NORTH ENTRANCE	2
RT 85 & DAYTON PLACE	3
RT 85/MALL SOUTH ENTRANCE	2
RT 85 & INTERSTATE 95 SOUTH RAMP	3
RT 85 & INTERSTATE 95 NORTH RAMP	3
RT 85 & JEFFERSON AVE	2
RT 1 & STROSBURG ROAD	2
RT 1 & WILLETS AVENUE	3
RT 1 & MINER LANE	4
RT 1 & CLARK LANE	3
RT 1 & LOUISE STREET	2
RT 1 & RT 156 JUNCTION	3
RT 1 & AVERY LANE	3
RT 1 & FOG PLAIN ROAD	3
RT 1 & CROSS ROAD	4
RT 1 & OSWEGATCHIE FIRE CO	3
RT 1 & NANTIC RIVER ROAD	3
RT 1 & OIL MILL ROAD	3
RT 156 & WATERFORD HIGH SCHOOL	2
RT 156 & RT 213 (GREAT NECK ROAD)	4
RT 156 & JORDAN FIRE CO	3
RT 156 & GARDINERS WOOD ROAD	2
RT 156 & MILLSTONE ACCESS	2
RT 156 & WEST STREET/NANTIC RIVER ROAD	3
RT 32 & OLD NORWICH ROAD	3
RT 32 & SCOTCH CAP ROAD	4
RT 32 & RICHARDS GROVE ROAD	3
RT 32 & FITZGERALD AVE	3
RT 32 & BENHAM AVE	3

Town of Waterford 15 Rope Ferry Road Waterford, CT 06385

On September 17, 2018 Halberg Electric was contracted to test the operation of 38 traffic intersections that have Opticom Pre-emption equipment and generate a report and make recommendations based on our findings. The following is our report.

The following traffic intersections were tested and found to be operational and no service is needed.

- **Cross Road & Parkway North**
- **Clark Lane & Stop Shop**
- **RT85 & Ramp SB**
- **RT85 & Cross Road**
- **RT85 & Target/ Waterford Common**
- **RT85 & Mall North Entrance**
- **RT85 & Dayton Place**
- **RT85 & Jefferson Ave**
- **RT1 & Strosberg Road**
- **RT1 & Willets AVE**
- **Rt1 & Miner Lane**
- **RT1 & Clark Lane**
- **RT1 & RT156 Junction**
- **RT1 & Niantic River road**
- **RT1 & Oil Mill Road**
- **RT156 & Great Neck Road**
- **RT32 & Old Norwich Road**
- **RT32 & Scotch Cap Road**

The following traffic intersections were tested and found to be non operational in 1 or more directions. Each one is listed with findings.

- **Cross Road & Cinema/ BJ:**
2 channel phase selector shows no power. Unit needs to be replaced. Could not determine if overhead detectors were good because of this.

- **RT32 & Richards Grove Road**
All equipment non operational. Need 3 channel phase selector, 711 detector, and 722 detector.
- **RT32 & Fitzgerald Ave**
South bound 711 detector no good. Lock broken on auxillary cabinet, needs to be replaced.
- **RT32 & Benham Ave**
3 detectors no good. 3 channel phase selector no good. Lock broken on auxillary cabinet needs to be replaced.
- **RT1 & Oswegatchie Fire Department**
Green bulb in driveway broken. The radio system for return of trucks after call does not work. Was installed almost 20 years ago and would need replacement. Push buttons do work.
- **RT156 & Jorden Fire Department**
Numerous bulbs out, signals and hardware in extremely bad shape. The traffic cabinet in basement is out dated and should have been replaced many years ago. The radio system for return of trucks is broken and does not work. Push buttons do work.

In conclusion, this system is quite large and was installed a long time ago. Almost half of the intersections need some type of service. If you have any questions or would like to discuss how to move forward I can be contacted by either email (donhalberg@yahoo.com) or by phone 203-770-5079.

Thank you – Don Halberg

The following traffic intersections were tested and found to be non-operational in 1 or more directions. Each one is listed with findings.

- **Cross Road & Cinema/BJ:**
2 channel phase selector shows no power. Unit needs to be replaced. Could not determine if overhead detectors were good because of this.
- **Cross Road & Parkway South:**
One detector is pointed up and needs to be adjusted. It could not be determined if unit is bad because of this.
- **Rt85 & 395 Ramp North:**
There is no traffic intersection here and this should be removed from the list
- **Rt85 & Douglas Lane:**
One detector hanging by wire and the other is calling the wrong direction. Most likely the hanging detector is no good and needs replacing.
- **Rt85 & Mail Entrance South:**
There is no auxiliary cabinet or equipment. It looks like it was removed for some reason.
- **RT85 & I95 South:**
RT 85 detector no good and the other one needs adjustment.
- **RT85 & I95 North:**
Cannot get into either the traffic cabinet or the auxiliary equipment cabinet due to extremely overgrown trees and shrubs. Needs to have them removed.
- **RT1 & Louise Street:**
Detector pointing in wrong direction needs adjustment and possibly replacement as cannot determine until adjustment made.
- **RT1 & Avery Lane:**
Auxiliary cabinet lock broken and needs replacement. Detector pointing in wrong direction and needs adjustment, maybe replacement.
- **RT1 & Fog Plain Road:**
Detectors work but 2 channel phase selector does not put call into traffic cabinet. Most likely needs to be replaced. Auxiliary cabinet full of bees and needs to be cleaned up.
- **RT1 & Cross Road:**
RT1 both directions do not work. Lock broken on auxiliary cabinet. Possibly bad phase selector and 2 overhead detectors.
- **RT156 & Gardiners Wood Road:**
Detector pointing in wrong direction, needs adjustment or maybe replacement. 2 channel phase selector no good.
- **RT156 & Millstone Access:**
Neither direction on detector works, most likely bad 722 model detector needs to be replaced.
- **RT156 & Niantic River/West Street:**
Two channel phase selector all rusted and non-operational. Could not check detectors because of this. Needs to be replaced.
- **RT32 & Richards Grove Road:**
All equipment non-operational. Need 3 channel phase selector, 711 detector, and 722 detector.
- **RT32 & Fitzgerald Ave:**
Southbound 711 detector no good. Lock broken on auxiliary cabinet, needs to be replaced.

- **Cross Road & Parkway South**
One detector is pointed up and needs to be adjusted. It could not be determined if unit is bad because of this.
- **RT85 & 395 Ramp North**
There is no traffic intersection here and this should be removed from the list.
- **RT85 & Douglas Lane**
One detector hanging by wire and the other is calling the wrong direction. Most likely the hanging detector is no good and needs replacing.
- **RT85 & Mall Entrance South**
There is no auxiliary cabinet or equipment. It looks like it was removed for some reason.
- **RT85 & I95 South**
RT85 detector no good and the other one needs adjustment.
- **RT85 & I95 North**
Can not get into either the traffic cabinet or the auxiliary equipment cabinet due to extremely overgrown trees and shrubs. Needs to have them removed.
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Auxiliary cabinet lock broken and needs replacement. Detector pointing in wrong direction and needs adjustment, maybe replacement.
- **RT1 & Fog Plain Road**
Detectors work, but 2 channel phase selector does not put call into traffic cabinet. Most likely needs to be replaced. Auxiliary cabinet full of bees and needs to be cleaned up.
- **RT1 & Cross Road**
RT1 both directions do not work. Lock broken on auxiliary cabinet. Possibly bad phase selector and 2 overhead detectors.
- **RTE156 & Gardiners Wood Road**
Detector pointing wrong direction, needs adjustment or maybe replacement. 2 channel phase selector no good
- **RT156 & Millstone Access**
Neither direction on detector works, most likely bad 722 model detector needs to be replaced.
- **RTE156 & Niantic River/ West Street**
Two channel phase selector all rusted and non operational. Could not check detectors because of this. Needs to be replaced.

- **RT32 & Benham Ave:**
3 detectors no good. 3 channel phase selector no good. Lock broken on auxiliary cabinet, needs to be replaced
- **RT1 & Oswegatchie Fire Department:**
Green bulb in driveway broken. The radio system for return of trucks after call does not work. Was installed almost 20 years ago and would need replacement. Push buttons do work.
- **RT156 & Jordan Fire Department:**
Numerous bulbs out, signals and hardware in extremely bad shape. The traffic cabinet in basement is outdated and should have been replaced many years ago. The radio system for return of trucks is broken and does not work. Push buttons do work.

Kimberly Allen

From: Michael Howley
Sent: Friday, January 26, 2024 2:31 PM
To: Kimberly Allen
Subject: FW: EVPS System Evaluations and Traffic Signal Upgrade @ Fire Station

Kim, see attached info

From: Steve Kozma <steve@superiorele.com>
Sent: Friday, January 26, 2024 2:27 PM
To: Michael Howley <mhowley@waterfordct.org>
Subject: Re: EVPS System Evaluations and Traffic Signal Upgrade @ Fire Station

CAUTION: This email originated from outside of the organization.

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

Our CTDOT project has 3 intersections in the town of Waterford.

Our scope for the project is:

1. Replace the existing CT DOT owned and maintained traffic control cabinet with a new CT DOT owned cabinet
2. For intersections with town owned EVPS systems: test, remove, re-install, re-test existing EVPS equipment (All EVPS equipment is existing to remain, no new equipment will be furnished by Superior Electric)

The 3 sites are:

Intersection	Cross Streets	Pass/Fail	Comments
152-242	RT 1 @ Fog Plain @ Ellen Ward RD	Pass	
152-222	Rt 1 @ Avery	Fail	No power from CTDOT Cabinet to town owned phase selector in the AEC Box Unable to test the 3 optical detectors – unsure if detectors are good
152-245	156 @ Town Hall @ High School	Pass	

[Get Outlook for iOS](#)

From: Michael Howley <mhowley@waterfordct.org>
Sent: Friday, January 26, 2024 2:15:24 PM
To: Steve Kozma <steve@superiorele.com>
Subject: RE: EVPS System Evaluations and Traffic Signal Upgrade @ Fire Station

Steve, do you have a list of lights / intersections here in Waterford getting worked on?"?

From: Steve Kozma <steve@superiorele.com>
Sent: Friday, January 26, 2024 10:11 AM
To: Michael Howley <mhowley@waterfordct.org>
Subject: RE: EVPS System Evaluations and Traffic Signal Upgrade @ Fire Station

CAUTION: This email originated from outside of the organization.
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Mike,

Did the contractor complete the repairs or just do the testing?

From: Michael Howley <mhowley@waterfordct.org>
Sent: Friday, January 26, 2024 9:19 AM
To: Steve Kozma <steve@superiorele.com>
Cc: Tom Kozma <tom@superiorele.com>
Subject: RE: EVPS System Evaluations and Traffic Signal Upgrade @ Fire Station

Steve, here is the list of EVPS locations we have in Waterford and what ones we know do not work. Please work up a quote ASAP to address this.

From: Steve Kozma <steve@superiorele.com>
Sent: Thursday, January 25, 2024 9:54 AM
To: Michael Howley <mhowley@waterfordct.org>
Cc: Tom Kozma <tom@superiorele.com>
Subject: EVPS System Evaluations and Traffic Signal Upgrade @ Fire Station

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Mike,

Just to recap our conversation from today you are interested in quotes to preform work on 2 projects in Waterford

Project 1 (Superior Ticket 1325)

- Superior will perform EVPS testing at all locations throughout Waterford and provide test reports to the town
- Superior will provide estimated costs to fix EVPS sites that are not functioning

Project 2 (Superior Ticket 1326)

-Superior will provide a quote to furnish and install a traffic signal to replace the existing signal at: 89 Rope Ferry Road @ Fire Station

It is understood Rope Ferry road is a State road, the traffic signal is owned by the town of Waterford.

Superior will also evaluate and provide a quote to furnish install the following if deemed necessary by the town:

- the condition of the EVPS push button in the fire station
- EVPS equipment in the intersection
- Traffic signal equipment

Please provide the following:

- **A list of all EVPS systems in Waterford**
- **2019 EVPS System Evaluations**
- **Intersection drawing for Rope Ferry Road @ Fire Station.** (Although Rope Ferry is a state road, the town likely has the intersection drawing)

Any questions my cell is (860) 906-8612

Thanks,
Steve

Steve Kozma
Project Manager
Superior Electric LLC
173 Pane Road
Newington, CT 06111
Office: 860-612-8850
Cell: 860-906-8612

WWW.SUPERIORELE.COM

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



Marc Balestracci
Police Chief

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

To: Finance Director Kim Allen
From: Marc Balestracci, Chief of Police
Date: January 31, 2024
Re: Additional Appropriation for employee payout

I am respectfully requesting an additional appropriation in the amount of \$14,893 to line item 10129-51420 (Patrol) as these funds are needed for an employee payout that is required under the current collective bargaining agreement. The employee's last day with the town was January 24, 2024.

Thank you for any consideration.

Thank you,

Marc Balestracci
Chief of Police
Waterford Police Department

#11

Out of Series Transfer Request

[illegible]

GASOLINE PRICES (FUELS & LUBRICANTS) INCREASED AFTER BUDGET APPROVED

Date _____

revised 9/9/20

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 GENERAL FUND						
10101 FIRST SELECTMEN						
51010 ELECTED OFFICIALS						
10101 51010	ELECTED OFFICIALS -1,532.00	109,305.00	66,381.90	0.00	42,923.10	60.7%
51020 ELECTED SELECTMEN						
10101 51020	ELECTED SELECTMEN -69.00	3,711.00	2,213.66	0.00	1,497.34	59.7%
51110 ADMINISTRATION						
10101 51110	ADMINISTRATION 1,632.00	74,297.00	36,534.40	0.00	37,762.60	49.2%
51210 CLERICAL AND TECHNICAL						
10101 51210	CLERICAL AND TECHNICAL 0.00	75.00	0.00	0.00	75.00	.0%
51920 F.I.C.A.						
10101 51920	F. I. C. A. 362.00	14,400.00	7,704.28	0.00	6,695.72	53.5%
52010 ADVERTISING						
10101 52010	ADVERTISING 0.00	100.00	0.00	0.00	100.00	.0%
52020 POSTAGE						
10101 52020	POSTAGE 0.00	100.00	76.87	0.00	23.13	76.9%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52030 PROFESSIONAL FEES							
10101 52030	2,300.00	PROFESSIONAL FEES -1,200.00	1,100.00	100.00	0.00	1,000.00	9.1%
52040 SERVICE CONT. AND REPAIRS							
10101 52040	1,200.00	SERVICE CONT. AND REPAIRS 0.00	1,200.00	909.12	66.24	224.64	81.3%
52050 DUES, CONFER							
10101 52050	180.00	DUES, CONFERENCES & EDUCAT 50.00	230.00	249.00	0.00	-19.00	108.3%
52070 REIMBURSABLE EXPENSES							
10101 52070	700.00	REIMBURSABLE EXPENSES -500.00	200.00	0.00	0.00	200.00	.0%
52080 TELEPHONE							
10101 52080	480.00	TELEPHONE 400.00	880.00	596.41	0.00	283.59	67.8%
53020 OTHER SUPPLIES							
10101 53020	150.00	OTHER SUPPLIES 150.00	300.00	1,509.96	0.00	-1,209.96	503.3%
53030 FUELS AND LUBRICANTS							
10101 53090	1,000.00	FUELS AND LUBRICANTS -93.00	907.00	973.93	0.00	-66.93	107.4%
54010 FURNITURE							
10101 54010	0.00	FURNITURE 800.00	800.00	0.00	0.00	800.00	.0%

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL FIRST SELECTION 207,605.00	0.00	207,605.00	117,249.53	66.24	90,289.23	56.5%
TOTAL GENERAL FUND 207,605.00	0.00	207,605.00	117,249.53	66.24	90,289.23	56.5%
TOTAL EXPENSES 207,605.00	0.00	207,605.00	117,249.53	66.24	90,289.23	
GRAND TOTAL 207,605.00	0.00	207,605.00	117,249.53	66.24	90,289.23	56.5%

** END OF REPORT - Generated by Kimberly Allen **



P&Z Alternate Addition to BOS Agenda—Joseph DiBuono

Notes

- Chair - Greg Massad
- Planning Director - Jonathan Mullen - Jmullen@waterfordct.org
- Town Planner - Mark Wujewicz - Mwujewicz@waterfordct.org
- Zoning Official - Wayne Scott
- Recording Secretary - Katrina Kotter - Kkotter@waterfordct.org

Board Seats

					Enabled Seats	All Seats	History	Timeline
Member Name	Title	Political Party	Appointed By	Seat Name	Status	Start Date	Calculated Term	
Timothy Bleasdale	Member	Democrat	Board of Selectmen	Member	Active	11/15/2023	11/15/2023 - 11/14/2028	
Timothy Conderino	Member	Republican	Board of Selectmen	Member	Active	11/15/2022	11/15/2022 - 11/14/2027	
Doris Crum	Alternate	Democrat	Board of Selectmen	Alternate	Active	3/21/2023	7/1/2022 - 6/30/2025	
Victor Ebersole, Jr.	Member	Republican	Board of Selectmen	Member	Active	6/7/2022	11/15/2021 - 11/14/2026	
Bertrand Chenard	Alternate	Unaffiliated	Board of Selectmen	Alternate	Active	3/28/2022	7/1/2021 - 6/30/2024	
Gregory Massad	Chair	Republican	Board of Selectmen	Member	Active	11/15/2020	11/15/2020 - 11/14/2025	
Joseph DiBuono	Alternate	Republican	Board of Selectmen	Alternate	Expired	7/1/2020	7/1/2020 - 6/30/2023	
Karen Barnett	Member	Unaffiliated	Board of Selectmen	Member	Active	11/15/2019	11/15/2019 - 11/14/2024	

#13a

Shannon Withey

From: Robert Brule
Sent: Tuesday, February 6, 2024 9:15 AM
To: Shannon Withey
Subject: P&Z Alternate Addition to BOS Agenda - Joseph DiBuono

Notes

- Chair - Greg Massad
- Planning Director - Jonathan Mullen - Jmullen@waterfordct.org
- Town Planner - Mark Wujtewicz - Mwujtewicz@waterfordct.org
- Zoning Official - Wayne Scott
- Recording Secretary - Katrina Kotfer - Kkotfer@waterfordct.org

Board Seats

Member Name	Title	Political Party	Appointed By	Seat I
Timothy Bleasdale	Member	Democrat	Board of Selectmen	Meml
Timothy Conderino	Member	Republican	Board of Selectmen	Meml
Doris Crum	Alternate	Democrat	Board of Selectmen	Altern
Victor Ebersole, Jr.	Member	Republican	Board of Selectmen	Meml
Bertrand Chenard	Alternate	Unaffiliated	Board of Selectmen	Altern
Gregory Massad	Chair	Republican	Board of Selectmen	Meml
Joseph DiBuono	Alternate	Republican	Board of Selectmen	Altern
Karen Barnett	Member	Unaffiliated	Board of Selectmen	Meml

My regards,

Rob Brule
First Selectman
Waterford Town Hall
15 Rope Ferry Road

Waterford, CT 06385
rbrule@waterfordct.org
Phone: 860-444-5834



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TOWN OF WATERFORD
GENERAL FUND
CAPITAL PROJECT STATUS REPORT (CIP, CNR & ARPA)
FY24 QUARTERLY REPORT (Oct 1 - Dec 31)

COLOR CODING

Project is closed/completed and will be removed from next report.
New FY24 Project added - approved since last report or out of regular budget cycle
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DATE APPROVED	DEPARTMENT	SOURCE	LINE ITEM	DESCRIPTION	APPROVED BUDGET	AMOUNT APPROPRIATED/AVAILABLE	AMOUNT DESIGNATED	AMOUNT ENCUMBERED	AMOUNT EXPENDED	COMMENTS	DATE UPDATED
2/6/2023	BOE	CIP	20560-55020	CLARK LANE MIDDLE SCHOOL CHILLER REPLACEMENT	802,000	775,150	-	8,435	17,591	Bids received and being reviewed for recommendation to award contract.	1/25/2024
7/1/2019	BOE	CNR	20560-57828	QH 1-YEAR RETRO COMMISSIONING	30,000	-	30,000	-	-	On Hold, waiting to see the legislation on the HVAC inspection before moving forward.	1/25/2024
7/1/2019	BOE	CNR	20560-57833	TENNIS COURTS	52,300	-	52,300	-	-	Funds being held until the courts are replaced in the future. An additional funding request will be needed to move forward with project.	1/25/2024
7/1/2020	BOE	CNR	20560-57842	SCHOOL SECURITY	2,082,900	2,015,075	-	-	67,825	Additional funds approved on 10/2/23 for town-wide security upgrade project. Project separated into 3 sections. 1) Signs, 2) Fencing & Bollards, and 3) Cameras. Bid distributed for Signs (due 11/4/23). Finalizing specs for fencing and bollards to distribute bid. Camera bid to be distributed 1/24/24.	1/23/2024
7/1/2023	EMERGENCY MGMT	CIP	32224-55908	APCO INTELICOM GUIDECARD SYSTEM	40,000	40,000	-	-	-	System will be built in conjunction with the NexGen implementation project. Contract with legal for review before finalizing purchase.	1/16/2024
7/1/2023	EMERGENCY MGMT	CIP	32224-55909	EVENTIDE NEXLOGIX RECORDER	88,701	88,701	-	-	-	System is to be built with the town's radio system upgrade.	1/16/2024
12/5/2023	EMERGENCY MGMT	CNR	20522-57887	Fargo Water Tank Antennas	48,998	48,998	-	-	-	New project to be completed in conjunction with the Fargo Water Tank Refabrication project. Expect project to begin in April 2024.	1/16/2024
7/1/2016	EMERGENCY MGMT	CNR	20522-57794	MOBILE & PORTABLE RADIO REPLACEMENT PROGRAM	1,251,261	0	500,436	21,180	739,037	Chief of Police, Emergency Operations Manager and Fire Services Administrator working to review all town radios and needs. New radios to be purchased as part of our town wide radio system. Funding appropriation request to go before RTM in February.	1/16/2024
7/1/2019	FACILITIES	CIP	31120-55851	ADA IMPROVEMENTS PD	87,000	66,200	0	6,000	14,800	Project with on-call architect for design of ADA plan. Additional funds to be requested to complete project once plan is ready and bid.	1/16/2024

#16a

TOWN OF WATERFORD
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7/1/2020	FACILITIES	CIP	31121-55851	ADA IMPROVEMENTS YSB	80,700	66,561	0	10,500	4,639	A Study completed by SPA in 2018 addressed just the entrance to Police Station which is the replacement of the main entrance (2 sets of doors) and the concrete sidewalk and bollard lighting. The Consultant is recommending the Town Program at least \$150,000 for the work. For the Hall of Records, the Study only addressed one exterior door on the south side. Recommend this portion of the project be cancelled.	1/16/2024
7/1/2022	FACILITIES	CIP	31123-55905	UST REPLACEMENT (LIBRARY & PUBLIC SAFETY)	420,000	19,498	0	213,989	186,513	Public Safety Building: The tank was removed. A new 1500 gallon diesel above ground tank was installed just outside the existing parking lot to fuel the emergency generator. Retainage remains. The DEEP NOV has been cleared, but final approval has not been given. Pertaining to the Library Underground Heating Tank, the purchase order was issued to contractor. Contractor has submitted paperwork for building permit.	1/16/2024
7/1/2021	FACILITIES	CIP	31123-55904	UST REPLACEMENT (EUGENE O'NEILL 2 BATHS)	250,000	180,049	0	40,870	39,081	Part 1 tank removal - completed. Part 2 tank installation - internal tank installed. Awaiting environmental review by State before closing.	1/16/2024
7/1/2021	FACILITIES	CIP	31122-55849	UNDERGROUND TANK REPLACEMENT (POLICE DEPT)	250,000	2,231	0	29,346	218,428	New tank fully operational. Awaiting environmental closure at the state level.	3/15/2024
7/1/2021	FACILITIES	CIP	31122-55892	AC UNIT REPLACEMENT AT EMERGENCY RADIO SITES	60,500	13,411	0	0	47,039	Project completed and to be closed.	1/16/2024
7/1/2019	FACILITIES	CIP	31120-55852	TOWN HALL BATHROOMS	87,500	0	0	63,391	24,109	Contractor has started the first stack of the large toilet facilities. This phase is planned to be completed by March 15 when the use of toilets will move to the newly renovated and the contractor will work on the remaining. Project should be completed by the end of June. Timeline may be adjusted due to current issues found - still to be determined	1/16/2024
7/1/2016	FACILITIES	CIP	31117-55803	PARKING LOT - YOUTH SERVICES	300,000	278,300	0	0	21,700	Existing funds will be used for the reconstruction of a portion of the Public Safety/YSB/Police site in 2024. Funds requested for FY25 CIP will complete the main area.	1/16/2024

TOWN OF WATERFORD
GENERAL FUND
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DATE APPROVED	DEPARTMENT	SOURCE	LINE ITEM	DESCRIPTION	APPROVED BUDGET	AMOUNT APPROPRIATED/AVAILABLE	AMOUNT DESIGNATED	AMOUNT ENCUMBERED	AMOUNT EXPENDED	COMMENTS	DATE UPDATED
7/1/2017	FACILITIES	CIP	31118-55803	PARKING LOT - YSB & POLICE	195,320	138,320	0	0	57,000	Existing funds will be used for the reconstruction of a portion of the Public Safety/YSB/Police site in 2024. Funds requested for FY25 CIP will complete the main area.	1/16/2024
7/1/2023	FACILITIES	CIP	31124-55912	TOWN DOCK REPLACEMENT	40,000	40,000	-	-	-	Meeting was held with all stockholders in November. Keith Nelson of Docko has approached the DEEP concerning the addition of soldier piles that all parties agreed would be beneficial. Keith feels that the finger piers and the soldier piles would not trigger a permit. Still awaiting word from DEEP.	1/16/2024
7/1/2023	FACILITIES	CIP	31123-55904	SEPTIC REPLACEMENT (EUGENE O'NEILL)	43,500	43,500	-	-	-	WUC staff had assigned the schematic design to one of their on-call engineers. The preliminary report has been received and is under review. A Capital project has been created by Public Works for FY25	1/16/2024
7/1/2023	FACILITIES	CIP	31124-55913	JORDAN PARK HOUSE REPAIRS	25,000	25,000	-	-	-	Project begun. External oil tank replaced with an internal double wall tank. Working on plan for expending remaining funds for improvements on the property.	1/16/2024
7/1/2021	FACILITIES	CIP/ARPA	31122-55893	EUGENE O'NEILL MANSION ROOF REPLACEMENT (co-funded with Eugene O'Neill)	60,768	0	0	14,893	45,875	Contract signed. Preconstruction meeting held 1/11/24.	1/16/2024
8/7/2023	FACILITIES	CNR	20511-57885	COMMUNITY CENTER BMS PROJECT	300,000	52,600	0	198,658	38,732	Contractor scheduled to start the work within the next 2 weeks. Install is scheduled to be completed in 90-120 days.	1/16/2024

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2/7/2021	FACILITIES	CNR	20511-57872	ROOF & HVAC REPLACEMENT OF PUBLIC SAFETY BUILDING	409,400	14,669	0	90,071	304,960	This project included the replacement of two hot water (heating) circulating pumps, piping and the air separator. Funk Mechanical was to install these before the heating season started. After delays from the manufacturer, the pumps were shipped, but could not be found. The Owner of Funk then experience serious medical issues and work was then passed onto someone else in the firm. Pumps were found, but it was now into the heating season. To install these pumps, the Police Station heating system must be drained and the work will take about 1 week. To provide temporary heat would cost the Town an additional \$20,000.	1/16/2024
2/7/2021	FACILITIES	CNR	20511-57874	RECONDITION ELEVATORS (TOWN HALL & YSB)	282,350	282,350	0	239,565	42,750	Additional appropriation going before RTM at February meeting. If approved, project will be coordinated with bathroom renovations. YSB part of project to be completed first and then the Town Hall elevator.	1/16/2024
11/9/2022	FACILITIES	CNR	20511-57879	TOWN HALL BATHROOMS	294,090	15,781	0	399,090	219	Contractor has started the first stack of the large toilet facilities. This phase is planned to be completed by March 15 when the use of toilets will move to the newly renovated and the contractor will work on the remaining. Project should be completed by the end of June. Timeline may be adjusted due to current issues found - still to be determined	1/16/2024
7/1/2022	FIRE	CIP	32323-55900	COHANZIE EMERGENCY GENERATOR	57,000	-3,000	0	60,000	0	Contract Awarded to Cummins Sales & Service. PO opened on 6/13/23. Supply chain delays give expected delivery/installation late May 2024.	1/24/2024
5	FIRE	CNR	20523-57792	OSWEGATCHIE FIRE BUILDING IMPROVEMENTS	260,000	204,855	-	-	55,145	Project ongoing. Additional funds requested to hire architect to complete plans for new station.	1/24/2024
7/1/2019	FIRE	CNR	20523-57838	FIRE SERVICES PRE EMPTION LIGHT REPAIRS	50,000	-	50,000	-	-	State DOT contractor on site reviewing all state lights. Will review Waterford's needs during this time to complete plan for moving forward.	1/24/2024
7/1/2023	FIRE SERVICES	CNR	20523-57777	SCBA UPGRADES	64,000	1,800	-	56,425	-	3 year project. FY24 annual replacements in progress (due to arrive in March).	1/24/2024

TOWN OF WATERFORD
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7/1/2019	FIRE/PUBLIC WORKS	CNR	20523-57791	JORDAN TRAFFIC LIGHT UPGRADE	25,000	-	25,000	-	-	Cost estimates are higher than budgeted amount. Director to request additional funds to complete project. Director to request State DOT Contractor review light to prepare plan for moving forward.	1/24/2024
2/6/2023	IT	CIP	34723-55021	AUDITORIUM MEETING ROOM	272,000	185,180	-	86,575	245	Project to be completed in 3 phases (floor, furniture and technology). Purchase orders opened for flooring and furniture. Awaiting final design approval before scheduling order and installation. Technology will be completed once the other two phases are completed.	1/30/2024
7/1/2023	IT	CIP	34724-55910	NEXGEN TRANSITION	309,520	6,736	-	65,034	237,750	New servers are built. Data conversion in progress. System Training Scheduled with final review and analysis of data in March before completing the switch over to the new system.	1/30/2024
7/1/2020	IT	CNR	20547-57846	FIBER UPGRADE (Priority 1)	22,620	-	16,114	0	6,506	Bids rejected. Work to be completed in-house to install new and secure covers over conduit. Project completed and will be closed.	1/30/2024
7/1/2021	IT	CNR	20547-57860	PHONE SYSTEM UPGRADE (SOFTWARE & HARDWARE)	581,700	44,076	0	37,860	499,764	Equipment received and new servers installed. Schedule to cut over to new operating system over President's Day weekend.	1/30/2024
7/1/2021	IT	CNR	20547-57847	TOWN WIDE CAMERA SYSTEM (Priority 5)	85,000	85,000	0	0	0	Cameras to be purchased and added during the approved security project. Bid documents being prepared for distribution.	1/30/2024
7/1/2023	IT	CNR	20547-57882	COMPUTER REPLACEMENTS	42,250	-	42,250	-	-	Funds appropriation requested. Once appropriated, computers for PD will be ordered and installed.	1/30/2024
4/1/2022	PLANNING	ARPA	23507-55018	CIVIC TRIANGLE	2,051,689	-	0	2,028,461	695,230	Boardwalk braces installed with planks to follow, wall being worked on - all to continue through February. Awaiting State DOT permit to install lights.	1/24/2024
7/1/2022	PLANNING	CIP	31123-57857	CIVIC TRIANGLE UPGRADES (DREDGING)	1,012,390	4	0	118,135	894,252	Dredging completed. Awaiting final site work around dredging. To be completed in Spring 2024.	9/28/2023
7/1/2019	PLANNING	CNR	20511-57840	POCD	100,000	0	0	14,670	85,330	Final draft version received from vendor. Awaiting final review by Planning & Zoning Commission. Expect final approval in May and then distribution.	1/24/2024

TOWN OF WATERFORD
GENERAL FUND
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7/1/2019	PLANNING	CNR	20511-57767	NEVINS COTTAGE	152,000	20,715	100,000	0	31,285	A group of residents has created a LLC to oversee the restoration of the property. This entity will work with donated funds, supplies and labor to restore the property. Approved town funds to be used to support this group's work and donations.	1/24/2024
7/1/2019	PLANNING	CNR	20541-57328	ALEWIFE COVE	37,500	0	37,500	0	0	Grant received. New London to invoice for our share of project. Grant will require a \$12,500 match from Waterford in FY26.	1/24/2024
7/1/2022	PLANNING	CNR	20511-57870	MAGO POINT IMPROVEMENTS	400,000	0	374,500	6,500	19,000	At a standstill. Awaiting negotiations with State on funding and how the project will move forward.	1/24/2024
	PLANNING	LoCIP	23507-55018	CIVIC TRIANGLE	200,000	200,000			0	Boardwalk braces installed with planks to follow, wall being worked on - all to continue through February. Awaiting State DOT permit to install lights.	1/24/2024
2/6/2023	POLICE	CNR	20529-57458	EVIDENCE ROOM & ARMORY UPDATE/RENOVATE	86,016	1,316	0	0	84,700	Project completed and to be closed.	1/16/2024
8/3/2022	PUBLIC WORKS	ARPA	23507-58022	EUGENE O'NEILL THEATER	588,765	588,765	0	1,500	60,148	Contract awarded.	1/16/2024
7/1/2020	PUBLIC WORKS	CIP	33021-55867	REMOVE UST COHANZIE FIRE	348,790	-	-	-	948,790	Final report was submitted to DEEP which found no groundwater contamination from the removal of the tanks. Project can be closed	1/16/2024
7/1/2022	PUBLIC WORKS	CIP	33023-55902	PAVING: EVERSOURCE AFFECTED 2 (Kingfisher Way, Woodlawn Ave, Sandy Hollow Drive, Mackenzie Road, Kestrel Lane)	325,915	126,533	0	0	199,382	All the work has been completed. Close project	1/16/2024
7/1/2023	PUBLIC WORKS	CIP	33024-55911	BLOOMINGDALE RD/HUNT'S BROOK BRIDGE/CULVERT	15,000	15,000	-	-	-	Work to begin in spring 2024	1/16/2024
8/7/2023	PUBLIC WORKS	CNR	20530-57886	PAVING (OLD NORWICH ROAD)	1,053,000	1,053,000	0	0	0	Scheduled for the 2024 construction season after paying Bird section (Mackenzie, Lark, Thrush, Kingfisher, Quail, Kestrel, and Woodland.)	1/16/2024

TOWN OF WATERFORD
GENERAL FUND
CAPITAL PROJECT STATUS REPORT (CIP, CNR & ARPA)
FY24 QUARTERLY REPORT (Oct 1 - Dec 31)

COLOR CODING

Project is closed/completed and will be removed from next report.
New FY24 Project added - approved since last report or out of regular budget cycle
Project complete but being kept open for retainage (per contract) or final state review and closure

DATE APPROVED	DEPARTMENT	SOURCE	LINE ITEM	DESCRIPTION	APPROVED BUDGET	AMOUNT APPROPRIATED/AVAILABLE	AMOUNT DESIGNATED	AMOUNT ENCUMBERED	AMOUNT EXPENDED	COMMENTS	DATE UPDATED
11/9/2022	PUBLIC WORKS	CNR	20530-57880	PAVING PROJECTS (Niantic River Road, Oil Mill Road, Shore Road, New Shore Road)	1,762,736	829,646	0	26,227	908,863	Oil Mill Road has been completed, Niantic River Road has been resurfaced, but there are approximately 50 manholes to adjust. This is planned for the spring. Public Works will be requesting Purchasing to bid the manhole adjustment in February. Shore Road has been resurfaced, but manholes need to be adjusted. New Shore Road has not been resurfaced due to the concern that any compaction of the surface may lead to a serious break in the water main. WUC has cautioned that any road work take that into account. Public Works has determined that the only option we have is a surface treatment which would be a thin seal. That will not correct the rough ride.	1/16/2024
6/6/2022	PUBLIC WORKS	CNR	20511-57876	Southwest School Underground Tank Removal	155,000	89,027	0	7,045	58,328	Tank removed. Awaiting environmental review before closing this part of project. Propane tank must now be removed.	1/16/2024
7/1/2022	PUBLIC WORKS	CIP	33023-55901	SANDY HOLLOW & SHORE ROADS CONCRETE CURB REPLACEMENT	319,300	308,579	-	-	10,721	Bids rejected on 10/3/23 by BOS. To be rebid in February 2024.	1/16/2024
7/1/2021	PUBLIC WORKS	CIP/LoCIP	33022-55882	SIDEWALK REPLACEMENT: Norman/Concrete Panels	80,100	(28,485)	0	64,848	43,736	Contractor has started the work on Norman and Summer which will be completed in 2024. David and Williams will start in spring of 2024 when the asphalt plants open (there is cutting and patching of asphalt surfaces such as areas around the ADA ramps). Contract award and funds encumbered for project. Deficit to be removed when LoCIP funds are received when project is completed.	1/16/2024
7/1/2021	PUBLIC WORKS	CIP/LoCIP	33022-55883	SIDEWALK REPLACEMENT: William Street/Concrete Sidewalk	42,300	(14,462)	0	30,215	26,547	Contractor has started the work on Norman and Summer which will be completed in 2024. David and Williams will start in spring of 2024 when the asphalt plants open (there is cutting and patching of asphalt surfaces such as areas around the ADA ramps). Contract award and funds encumbered for project. Deficit to be removed when LoCIP funds are received when project is completed.	1/16/2024

TOWN OF WATERFORD
GENERAL FUND
CAPITAL PROJECT STATUS REPORT (CIP, CNR & ARPA)
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DATE APPROVED	DEPARTMENT	SOURCE	LINE ITEM	DESCRIPTION	APPROVED BUDGET	AMOUNT APPROPRIATED/AVAILABLE	AMOUNT DESIGNATED	AMOUNT ENCUMBERED	AMOUNT EXPENDED	COMMENTS	DATE UPDATED
7/1/2021	PUBLIC WORKS	CIP/LoCIP	33022-55884	SIDEWALK REPLACEMENT: Summer Street/Concrete Sidewalk	33,420	915	0	5,958	26,547	Contractor has started the work on Norman and Summer which will be completed in 2024. David and Williams will start in spring of 2024 when the asphalt plants open (there is cutting and patching of asphalt surfaces such as areas around the ADA ramps). Contract award and funds encumbered for project.	1/16/2024
7/1/2021	PUBLIC WORKS	CIP/LoCIP	33022-55885	SIDEWALK REPLACEMENT: David Street/Concrete Sidewalk	43,680	(17,315)	0	34,448	26,547	Contractor has started the work on Norman and Summer which will be completed in 2024. David and Williams will start in spring of 2024 when the asphalt plants open (there is cutting and patching of asphalt surfaces such as areas around the ADA ramps). Contract award and funds encumbered for project. Deficit to be removed when LoCIP funds are received when project is completed.	1/16/2024
7/1/2021	PUBLIC WORKS / LIBRARY	CNR	10140-57848	LIBRARY HVAC UPGRADE	1,091,200	0	1,091,200	0	0	Contract awarded. Awaiting schedule for project.	1/31/2024
7/1/2022	PUBLIC WORKS/FACILITIES	CNR	20511-57871	PUBLIC SAFETY BLDG HVAC PLAN	62,045	0	62,045	0	0	Scope of services being prepared for bid distribution in late summer 2023. Work delayed as DPW prioritized other work for on-call engineers.	1/16/2024
7/1/2022	REC&PARK	CIP	33723-55838	CHILDREN'S PLAYGROUND EQUIPMENT	40,000	40,000	0	0	0	CIP funds will be joined with Contributed Gift Fund to complete project. Project to be completed with Civic Triangle to ensure park integrates into overall plan. To be completed in last phase of Civic Triangle project.	1/19/2024
7/1/2021	REC&PARK	CIP	33722-55896	EQUIPMENT STORAGE PLAN	21,000	4,250	0	16,750	0	Preliminary plan received and being revised based on Rec & Park's initial review of plan. Awaiting revised plan.	1/19/2024
7/1/2019	REC&PARK	CIP	33720-55854	LEARY BASKETBALL COURT REPAIRS	91,000	91,000	0	0	0	Director will request that this project be merged with 33720-55855 to create a town-wide court repair project.	1/19/2024
7/1/2019	REC&PARK	CIP	33720-55855	TOWN HALL BASKETBALL COURT REPAIRS	41,000	41,000	0	0	0	Director will request that this project be merged with 33720-55854 to create a town-wide court repair project.	1/19/2024
10/3/2022	REC&PARK	CNR	20537-57878	REPAIR PLEASURE BEACH WALKWAY	21,236	256	0	0	6,000	Temporary repairs made to ensure safety of residents. Plan for permanent repairs received. This project completed and will be closed.	1/19/2024

TOWN OF WATERFORD
GENERAL FUND
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DATE APPROVED	DEPARTMENT	SOURCE	LINE ITEM	DESCRIPTION	APPROVED BUDGET	AMOUNT APPROPRIATED/AVAILABLE	AMOUNT DESIGNATED	AMOUNT ENCUMBERED	AMOUNT EXPENDED	COMMENTS	DATE UPDATED
	REC&PARK	CNR	20537-57795	LEARY PARK ROAD/PARKING LOT	20,000	0	20,000	0	0	Had discussions with DPW Director on project and what improvements can be completed with current budget. Funds to be used to make an ADA accessible walkway from parking lot to courts.	1/19/2024
8/3/2022	WUC	ARPA	23507-55012	OLD NORWICH PS UPGRADE	1,057,959	-	0	990,820	107,118	Contract awarded to Holmer Construction. Schedule submitted for project to be reviewed by town engineers before starting project.	1/30/2024
8/3/2022	WUC	ARPA	23507-55014	FARGO LANE WATER TOWER	1,200,000	119,100	0	1,041,047	39,853	Project awarded to Utility Service Company. Leak in pipe detected and will be inspected by independent contractor to provide quote before determining way forward to repair.	1/30/2024
8/3/2022	WUC	ARPA	23507-55013	GORMAN-RUPP CONTROL PANELS	165,792	-	0	0	165,792	ARPA part of project completed. Remaining work to be completed under CIP 33122-55894.	1/30/2024

Lisa A. Kuntz, Ed.D.
61 Windward Way
Waterford, Connecticut 06385
860-874-7588

January 25, 2024

Board of Selectmen
Planning and Zoning Commission
15 Rope Ferry Road
Waterford, Connecticut 06385

Members of the Board of Selectmen and Planning and Zoning Commission,

I am writing this letter to again voice opposition and concerns and to ask questions regarding the Qualified Data Centers Host Municipality Fee Agreement between NE Edge, LLC and the Town of Waterford dated March 17, 2023. As suggested in a recent meeting by the attorney for NE Edge, LLC, I have reviewed the agreement in its entirety and have ongoing concerns and questions about it. I would appreciate your attention to these concerns and questions and await your response.

-Page 1 and Page 2. On page 1, the agreement states that Waterford is "receptive to such development of the two Qualified Data Centers" and on page 2 the agreement states "the Parties mutually desire to enter into this Agreement". Can you please explain how this receptivity and mutual desire were determined? Who was consulted? What was the content of these talks?

-On Page 2 Part c under Definitions it references the function of the data centers but does NOT include who will be housed there. Who are the clients? What exactly will be stored? Does the type of data or potential client pose any risk to residents of the town or the area?

-Page 3 indicated that the "Waterford Planning and Zoning Commission" is responsible for approval of this project. What do the present zoning regulations say about a project like this? What is the approval rate when a proposal comes before Planning and Zoning? This is a concern as the representatives for NE Edge, LLC and Old Dominion at the December meeting indicated their intent to bring the proposal to Planning and Zoning this spring. This along with the town being "receptive" and the "mutual desire" previously noted suggest that this decision has already been made despite the statements to the contrary.

-Page 3 (b) discussed the "Qualified Investment". Which term is presently anticipated for the investment? There is a significant difference between \$220,000,000 and \$400,000,000.

-Page 3, Section 4 indicates the "Owner needs to attain certification under one of more of the green building standards". Why not require the builder to meet ALL these standards?

-Page 5, Section 7 talks about the construction schedule. What is being proposed? How will the construction process affect sound levels in the area, wildlife, water and electricity, traffic?

#16b

While I understand the support of construction related unions for this project, how long is the building of the data centers expected to take? It would seem these jobs are short-term. How many permanent jobs will this project bring to the town?

-Page 5, Sound Analysis indicates there will be a "monitoring protocol plan" for sound. It is not clear who will write this plan. In addition, this agreement specifies that the sound analysis will only last "one week". While this may be the standard in the industry, in my opinion this is not adequate. This is because the present power plant can be quiet and background noise for periods of time and at other times, the plant is very loud. I sent a video to First Selectman Brule this summer demonstrating the loud sound level on a random summer day. This sample was indicative of the loudness of the plant for five consecutive days that were NOT days the neighborhood had been given notice to expect higher levels of noise. Where will the sensors be placed? By whom? As I have suggested previously, it would go a long way as a good faith gesture if NE Edge, LLC and Old Dominion included sound abatement strategies for the present power plant as part of the construction proposal.

-Page 6 into Page 7 indicates that the data centers will be monitored by a "Project Coordinator" for 60 months. What happens after that? How will the data centers then be monitored for compliance?

-Page 8, Section 13 is unclear. Can and will Old Dominion commit to providing the power for the data centers or not? As I understand it, this project is groundbreaking as it uses nuclear rather than diesel fuel to reduce noise and pollution. What happens if Old Dominion stops providing the power?

-Page 8, Section 14 requires an "Annual Visit". It would seem prudent for Waterford and NE Edge, LLC to mutually choose independent inspectors. Can this be specified in the agreement?

-Page 9, Events of Force Majeure does not indicate whether the data centers will be required to have flood insurance. Will this be required? If approved, would loss of the data centers in a flood end payment to the town?

-Page 12, Section 17 reads as if a deal has already been made. Is this the case? Is this implied in the principals moving forward to Planning and Zoning?

-Page 15 lists who will receive a copy of this agreement. The final entry is "George A. McLaughlin, III". Who is this and what is their role?

-Page 16, Section 30 talks about the "confidentiality of sensitive and preliminary information" being respected by the town. This suggests a lack of transparency and information that the voters of Waterford should be afforded in a project of this magnitude and importance to the town. How can this be rectified?

Additional concerns include the following, some of which are partially addressed above, but many of which are NOT addressed at all by the agreement.

-Noise is NOT adequately addressed in the agreement. There is significant noise from the existing power plant and the data centers would undoubtedly add to this. I live at 61 Windward Way in Waterford. My property is less than a half mile from the Old Dominion land. On a consistent basis, the existing power plant emits a "hum". At times this hum is very loud and interferes with the lives of people in the area. For example, on a day when

the hum is loud, I find I have difficulty concentrating. I realize that when the plant was built it met the requirements at that time. However, the world has only gotten noisier. It is my contention that the existing noise pollution should be addressed before any other projects are considered on this property. In addition, meeting minimum, legally required standards for this project in terms of noise pollution will not preserve the living conditions in the neighborhood and the environment.

-Wildlife is NOT addressed at all in the agreement. This construction will have a significant and potentially devastating effect on wildlife in the area. We have bald eagles, osprey, deer, blue birds, trumpeter swans, herons, egrets, snowy egrets and horseshoe crabs, just to name some of the wildlife which I can readily identify. In addition, I have recently seen a species of plover on our beach. This is not to mention all the sea life. Where will the wildlife go if they lose their habitat? I understand Old Dominion is asking for a waiver, allowing the project to go forward without an environmental impact study. Please do NOT allow this. I understand that Old Dominion sees the 15 acres involved as minimal in the 500 acres they own. Does these 15 acres include parking and the noise/presence of people that will discourage wildlife?

-Water. It is my understanding that the water to cool the equipment in the data centers are part of a self-contained system and that when the water needs to be emptied, it will be taken off site. Will that really happen? Has a recent assessment of the effects of the release of water from the nuclear plant been done? What has the effect been? Where will this water be dumped? I would like to know and understand where the water would be taken and the impact on the environment of that area. Our planet cannot survive if we simply move problems around. We need sustainable solutions.

-Cranberry Pond. Our neighborhood includes Cranberry Pond. This is home to the osprey. From the pond to Long Island Sound, there is an access road to the Dominion property and a pipe for drainage under this road from Cranberry Pond. No one seems to take ownership of the road or the pipe, which needs repair. Even if no other work is allowed, this pipe should be taken care of to preserve Cranberry Pond.

-Traffic. It is my understanding that traffic for construction and future employees of the data centers will NOT affect the Millstone Point Association neighborhood. That seems unlikely. It is my experience that if it is NOT written down that no traffic will be diverted through the neighborhood, it is likely to happen. And what about the other neighborhoods near the site? There will surely be an impact somewhere, which increases noise and other forms of pollution.

-Construction Schedule and Noise. If the project is approved, there will be construction noise. The agreement contains lots of language about deadlines, but does not clearly

indicate when the work would take place or how the noise associated with that process would be addressed. This will have a negative effect on quality of life in the surrounding neighborhoods.

-EMFs. The study of the impact of EMFs appears to be in its infancy. Data centers would seem to emit a large quantity of EMFs. There is nothing in the agreement to address this.

-Transparency. There does not appear to be adequate transparency regarding this process. It has not been well publicized by the town or state government.

I have read the agreement for the data centers available online and can see that the town, Old Dominion and the developer are committed to following the letter of the law. While I appreciate that, I still strongly oppose moving forward. The negative effects on the environment and quality of life in the surrounding neighborhoods far outweigh the benefits.

It is my understanding that in the past, likely before 9/11, citizens from the surrounding neighborhoods were allowed access to trails on the Old Dominion property. If this project is approved, despite the objections of the surrounding neighbors, I encourage the town to push Old Dominion to allow the community access to these trails again. It would seem that the existence of the data centers would open the door to this happening even with federal regulations regarding nuclear power plants.

Thank you for your time and for reading this letter. Feel free to contact me with questions.

Sincerely,

Lisa A. Kuntz, Ed..D.

Dr. Lisa Kuntz
860-874-7588

Copies to:

Robert J. Brule, First Selectman
Rich Muckle, Selectman
Greg Attanasio, Selectman

Jonathan Mullen, Planning Director
Mark Wujewicz, Town Planner
Wayne Scott, Zoning Official
Katrina Kotter, Recording Secretary

Greg Massad-Chair
Timothy Bleasdale
Timothy Conderino
Doris Crum
Victor Ebersole, Jr.
Bertrand Chenard
Gregory Massad
Karen Barnett

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553
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ATTEST *[Signature]*
TOWN CLERK

MINUTES
BOARD OF SELECTMEN REGULAR MEETING
Tuesday, January 23, 2024
5:00 PM
Waterford Town Hall (Appleby Room)

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

1. **Call to Order & Roll Call:** 5:03pm
2. **Pledge of Allegiance**
3. **Public Comment:** John Valliere – Data Center
4. **Fire Services:** To consider and act on the following request for a FY24 In-Series Transfer from the Director of Fire Services, Michael Howley, in the amount of \$5,000 to cover numerous unexpected apparatus repairs.
MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED
5. **Fire Services:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Director of Fire Services, Michael Howley, in the amount of \$18,595 to cover repairs forward on to the Board of Finance if approved.
MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED
6. **Building:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Director of Planning, Jon Mullen, in the amount of \$1,000 to cover increases in fuel used and forward on to the Board of Finance if approved.
MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED
7. **Additional Appropriation – Employee Payouts** – To consider and act on a request for a FY24 additional appropriation, for two Employee Payouts to line #10129-51420 (Patrol), from the Chief of Police, Marc Balestracci, in the amount of \$34,063 and forward on to the Board of Finance if approved.

#17b

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 8. Police:** To consider and act on the following request for a FY24 In-Series Transfer from the Chief of Police, Marc Balestracci, in the amount of \$187,200 for replacement overtime and uniform allowance.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 9. Public Works - Bid Waiver –O'Neill Theater Matchless Fire Protection LLC:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, to award Matchless Fire Protection LLC, in the amount of \$51,494.28, from line # 10111-52040 (Service Contract & Repairs) for Water-Based Fire Protection Services.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 2-1 PASSED

Voting For: Muckle, Brule

Voting Against: Attanasio

- 10. Public Works-Surplus Assets:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Public Works Director, Gary Schneider, for surplus disposal of the following items as they've outlived their usefulness and will be disposed by auction on GovDeals:

- Asset #100451 – 2008 Set of 6 Mobile Column Lifts, Model: Rotary (HP615-100), Serial # HAF07J0001

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 11. Additional Appropriation – Employee Wage Increases –** To consider and act on a request for a FY24 additional appropriation, toward Employee Wage Increases that were approved after the FY24 budget was submitted and approved, from the Director of Finance, Kim Allen, in the amount of \$2,887 and forward on to the Board of Finance if approved. Funds as follows:

- \$330 to line 10107-51010 (elected officials)
- \$2,394 to line 10107-51110 (administration)
- \$163 to line 10107-51920 (FICA)

12. Appointments & Resignations:

12a. To consider and act on the appointment of Robert Brule (R) to the Social Service Grant Committee to fill the term of 12/1/23-11/30/24 as a member.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

12b. To consider and act on the appointment of Kathleen McCarty as the Municipal Agent to the Cable TV Advisory Council of Eastern Connecticut for the term of 7/1/23-6/30/25.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

12c. To consider and act on the appointment of Robert Brule (R) to the Retirement Commission to fill the term of 12/1/23-11/30/24 as a member.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

12d. To consider and act on the appointment of Evan Brown (D) to the Zoning Board of Appeals to fill the term of 11/16/21-11/18/25.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

MOTION by Muckle, seconded by Brule to add amendment "remainder of term as an alternate" after "the" instead of "term of", VOTING IN FAVOR: 3-0, MOTION PASSED

MOTION by Muckle, seconded by Attanasio to accept amended motions, VOTING IN FAVOR: 3-0, MOTION PASSED

12e. To consider and act on the re-appointment of James Hamsher (R) to the Harbor Management Commission to fill the term of 2/17/24-2/16/27 as a member.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

12f. To consider and act on the re-appointment of Fred Wise (U) to the Harbor Management Commission to fill the term of 2/17/24-2/16/27 as a member.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

12g. To consider and act on the re-appointment of Robert DeRosa (R) to the Harbor Management Commission to fill the term of 2/17/24-2/16/27 as a member.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

12h. To consider and act on the re-appointment of Gregory Crocker (U) to the Harbor Management Commission to fill the term of 2/17/24-2/16/27 as an alternate.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

12i. To consider and act on the appointment of Stirling Danskin (R) to the Flood and Erosion Board to fill the term of 3/1/23-2/29/28 as a member.
MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

12j. To consider and act on the appointment of Kate MacKenzie (R) to the Flood and Erosion Board to fill the term of 3/1/22-2/28/27 as a member.
MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

13. New Business:

13a. Attorney Kepple gave an Oswegatchie update and a "draft" handout to the Board of Selectmen at the meeting.

13b. To consider and act on the appointment of Greg Attanasio (D), to the Ad-Hoc Energy Task Force as the BOS Member, Non-Partisan to fill a Life Term beginning 1/23/24.

MOTION by Muckle, seconded by Brule, VOTING IN FAVOR: 3-0 PASSED

13c. To consider and act on the appointment of Jerry Porter (D), currently and alternate of Waterford Shellfish Commission with a term of 5/18/23-5/17/25, changing the Full Member for fill the term of 1/6/23-1/5/27.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

13d. To consider and act on the appointment of Kathleen McCarty (R), to the Board of Trustees for TVCCA, to fill the term of 1/21/23-11/16/27.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

13e. To consider and act on the appointment of James Nicholas (R) to the Economic Development Commission, due to a clerical error, from 9/1/23-8/31/27 to the correct date of 9/1/22-8/31/26, remaining a full member.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

14. Old Business:

15. Correspondence:

15a. American Rescue Funds Quarterly Report

15b. Catherine Girard- Traffic Control emails

16. Consent Agenda

16a. Tax Refund

16b. Board of Selectmen Regular Meeting Minutes January 9, 2024
MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

17. Adjournment: 6:11pm

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553

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WTEB: *[Signature]*
TOWN CLERK

MINUTES
BOARD OF SELECTMEN SPECIAL MEETING
Thursday, February 1, 2024
5:30 PM
Waterford Town Hall (Lg Auditorium)

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

1. **Call to Order & Roll Call:** 6:03 pm
2. **Pledge of Allegiance**
3. **Public Comment:** NONE
4. **Town of Waterford:** To consider and act on authorizing First Selectman, Robert Brule, to sign a contract with the Oswegatchie Fire Company No. 4, Inc. for the purchase of 439 and 441 Boston Post Road, Waterford, and forward to the acquisition of said properties to the RTM for its consideration.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0, MOTION PASSED

MOTION by Muckle, seconded by Attanasio to add amendment after "consideration", "subject to the fire company providing a signed contract by the close of business, February 2, 2024." VOTING IN FAVOR: 3-0, MOTION PASSED

MOTION by Muckle, seconded by Attanasio to accept amended motions, VOTING IN FAVOR: 3-0, MOTION PASSED

5. **Adjournment:** 6:26 pm

#17C

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553

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**THE BOARD OF SELECTMEN SPECIAL BUDGET MEETING
UPDATED MINUTES**

Wednesday, January 31, 2024

4:00 PM

Waterford Town Hall

PROCEDURE: The Board of Selectmen will hear budget requests in accordance with the below agenda for the Budget meeting, which begins at 4:00pm:

The Board of Selectmen to consider and act on the following budgets and at the appropriate time forward to the Board of Finance for its consideration of and action on the FY25 Budgets:

- A. Call to Order & Roll Call: 4:02 pm**
- B. Pledge of Allegiance**
- C. Public Comment:**
- D. Consider and act on the following budget requests:**

Standing Motion: was made by Rich Muckle and seconded by Greg Attanasio to tentatively approve the budget requests for FY25.

- 1. Human Resources** - To consider and act on the Human Resources tentative FY25 budget request in the amount of \$264,204.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$264,204. VOTE 3-0

- 2. Board of Assessment Appeals** - To consider and act on the Board of Assessment Appeals tentative FY25 budget request in the amount of \$1,742.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$1,742. VOTE 3-0

- 3. Zoning Board of Appeals** - To consider and act on the Zoning Board of Appeals tentative FY25 budget request in the amount of \$4,310.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total

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budget request in the amount of \$4,310. VOTE 3-0

- 4. Tax Collector** - To consider and act on the Tax Collector tentative FY25 budget request in the amount of \$232,311.

MOTION by Muckle, seconded by Attanasio to amend the amount of \$232,311 to \$232,331. VOTE 3-0

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$232,331. VOTE 3-0

- 5. Assessor** - To consider and act on the Assessor tentative FY25 budget request in the amount of \$287,213

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$287,213. VOTE 3-0

- 6. Ethics** - To consider and act on the Ethics tentative FY25 budget request in the amount of \$900.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$900. VOTE 3-0

- 7. Flood and Erosion** - To consider and act on the Flood and Erosion tentative FY25 budget request in the amount of \$1,109.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$1,109. VOTE 3-0

- 8. Economic Development Commission** - To consider and act on the Economic Development Commission tentative FY25 budget request in the amount of \$25,267.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$25,267. VOTE 3-0

- 9. Conservation Commission** - To consider and act on the Conservation Commission tentative FY25 budget request in the amount of \$18,250.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$18,250. VOTE 2-0

Abstain: Muckle

- 10. Planning & Zoning** - To consider and act on the Planning & Zoning tentative Budget request in the amount of \$686,543.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total

budget request in the amount of \$686,543. VOTE 3-0

11. Legal - To consider and act on the Legal tentative FY25 budget request in the amount of \$295,000.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$295,000. VOTE 3-0

12. Board of Selectmen - To consider and act on the Board of Selectmen tentative FY25 budget request in the amount of \$206,405.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$206,405. VOTE 3-0

E. Adjournment: 5:19 pm

MOTION by Muckle, seconded by Attanasio to adjourn. VOTE 3-0

Respectfully submitted,

Shannon Withey
Recording Secretary

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553

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**THE BOARD OF SELECTMEN SPECIAL BUDGET MEETING
UPDATED MINUTES**

Thursday, February 1, 2024

4:00 PM

Waterford Town Hall

PROCEDURE: The Board of Selectmen will hear budget requests in accordance with the below agenda for the Budget meeting, which begins at 4:00pm:

The Board of Selectmen to consider and act on the following budgets and at the appropriate time forward to the Board of Finance for its consideration of and action on the FY25 Budgets:

- A. Call to Order & Roll Call: 4:03 pm**
- B. Pledge of Allegiance**
- C. Public Comment:**
- D. Consider and act on the following budget requests:**

Standing Motion: was made by Rich Muckle and seconded by Greg Attanasio to tentatively approve the budget requests for FY25.

- 1. Social Service Grants** – To consider and act on the Social Service Grants tentative FY25 budget request in the amount of \$100,250.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$100,250. VOTE 3-0

- 2. Public Health & Nursing (VNA)** - To consider and act on the Public Health & Nursing (VNA) tentative FY25 budget request in the amount of \$26,297.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$26,297. VOTE 3-0

- 3. Conservation of Health (Ledge Light Health District)** – To consider and act on the Conservation of Health (Ledge Light Health District)

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tentative FY25 budget request in the amount of \$148,407.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$148,407. VOTE 3-0

- 4. Registrar of Voters** – To consider and act on the Registrar of Voters tentative FY25 budget request in the amount of \$96,525.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$96,525. VOTE 3-0

- 5. Representative Town Meeting** – To consider and act on the Representative Town Meeting tentative FY25 budget request in the amount of \$18,903.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$18,903. VOTE 3-0

- 6. Town Clerk** – To consider and act on the Town Clerk tentative FY25 budget request in the amount of \$264,849.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$264,849. VOTE 3-0

- 7. Police** – To consider and act on the Police tentative FY25 budget request in the amount of \$7,152,676.

MOTION by Muckle, seconded by Attanasio to amend and reduce the amount of \$7,152,676 to \$7,115,644 VOTE 3-0

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$7,115,644. VOTE 3-0

- 8. Youth & Family Services** – To consider and act on the Youth & Family Services tentative FY25 budget request in the amount of \$294,579.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$294,579. VOTE 3-0

- 9. Senior Citizens Commission** – To consider and act on the Senior Citizens Commission tentative FY25 budget request in the amount of \$481,248.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$481,248. VOTE 3-0

- 10. Waterford Public Library** – To consider and act on the Waterford

Public Library tentative FY25 budget request in the amount of \$1,006,837.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$1,006,837. VOTE 3-0

11. Emergency Management – To consider and act on the Emergency Management tentative FY25 budget request in the amount of \$1,196,762.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$1,196,762. VOTE 3-0

12. Information Technology – To consider and act on the Information Technology tentative FY25 budget request in the amount of \$1,231,423.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$1,231,423. VOTE 3-0

13. Board of Finance – To consider and act on the Board of Finance tentative FY25 budget request in the amount of \$80,713.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$80,713. VOTE 3-0

14. Contingency – To consider and act on the Contingency tentative FY25 budget request in the amount of \$265,000.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$265,000. VOTE 3-0

E. Adjournment: 6:03 pm

FIFTEEN ROPE FERRY ROAD
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WATERFORD, CT

**THE BOARD OF SELECTMEN SPECIAL BUDGET MEETING
MINUTES**

Monday, February 5, 2024

4:00 PM

Waterford Town Hall

PROCEDURE: The Board of Selectmen will hear budget requests in accordance with the below agenda for the Budget meeting, which begins at 4:00pm:

The Board of Selectmen to consider and act on the following budgets and at the appropriate time forward to the Board of Finance for its consideration of and action on the FY25 Budgets:

- A. Call to Order & Roll Call: 4:00 pm**
- B. Pledge of Allegiance**
- C. Public Comment: NONE**
- D. Consider and act on the following budget requests:**

Standing Motion: was made by Rich Muckle and seconded by Greg Attanasio to tentatively approve the budget requests for FY25.

1. Recreation & Parks - To consider and act on the Recreation & Parks tentative FY25 budget request in the amount of \$1,485,080.
MOTION by Attanasio to increase line 51610 (Parks & Maintenance) by \$10,000. Motion Failed for lack of a second.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$1,485,080. VOTE 3-0

2. Public Works - To consider and act on the Public Works tentative FY25 budget request in the amount of \$5,086,238.
MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$5,086,238. VOTE 3-0

3. Fire Services - To consider and act on the Fire Services tentative FY25

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budget request in the amount of \$3,632,425.

MOTION by Muckle to reduce line 52374 (Cable Television) by \$7500.
Motion Withdrawn, by Muckle, based on First Selectman's comments.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$3,632,425. VOTE 3-0

4. **Building Maintenance** - To consider and act on the Building Maintenance tentative FY25 budget request in the amount of \$895,824.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$895,824. VOTE 3-0

5. **Building Department** - To consider and act on the Building Department tentative FY25 budget request in the amount of \$326,532.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$326,532. VOTE 3-0

6. **Finance Department** - To consider and act on the Building Department tentative FY25 budget request in the amount of \$767,856.

MOTION by Muckle, seconded by Attanasio to amend "the Building Department" and change to "the Finance Department".
VOTING IN FAVOR: 3-0 MOTION PASSED

MOTION by Muckle, seconded by Attanasio to accept amended motions,
VOTING IN FAVOR: 3-0, MOTION PASSED

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$767,856. VOTE 3-0

E. Adjournment: 5:57 pm

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**THE BOARD OF SELECTMEN SPECIAL BUDGET MEETING
MINUTES**

Tuesday, February 6, 2024

4:00 PM

Waterford Town Hall

PROCEDURE: The Board of Selectmen will hear budget requests in accordance with the below agenda for the Budget meeting, which begins at 4:00pm:

The Board of Selectmen to consider and act on the following budgets and at the appropriate time forward to the Board of Finance for its consideration of and action on the FY25 Budgets:

- A. Call to Order & Roll Call: 4:06 PM**
- B. Pledge of Allegiance**
- C. Public Comment: NONE**
- D. Consider and act on the following budget requests:**

Standing Motion: was made by Rich Muckle and seconded by Greg Attanasio to tentatively approve the budget requests for FY25.

- 1. Retirement** - To consider and act on the Retirement tentative FY25 budget request in the amount of \$7,760,257.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$7,760,257. VOTE 3-0

- 2. Insurance** - To consider and act on the Insurance tentative FY25 budget request in the amount of \$4,962,182.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$4,962,182. VOTE 3-0

- 3. Debt Service** - To consider and act on the Debt Service tentative FY25 budget request in the amount of \$8,109,746.

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$8,109,746. VOTE 3-0

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4. **Capital Improvements** - To consider and act on the Capital Improvements tentative FY25 budget request in the amount of \$1,282,527.

MOTION by Muckle, seconded by Attanasio to add an amendment after the dollar amount to read "to consider and act on the Capital Improvements Plan submitted by the First Selectman for the adaptation of the plan as part of its consideration of the capital portion of the budget." VOTE 3-0

MOTION by Muckle, seconded by Attanasio to amend the requested budget amount from \$1,282,527 to \$1,312,527. VOTE 3-0

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$1,312,527. VOTE 3-0

5. **Transfer to Capital Non-Recurring** - To consider and act on the Transfer to Capital Non-Recurring tentative FY25 budget request in the amount of \$998,399.

MOTION by Muckle, seconded by Attanasio to amend the requested budget amount from \$998,399 to \$938,399. VOTE 3-0

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$938,399. VOTE 3-0

6. **General Government Operations** - To consider and act on the Total General Government Operations tentative FY25 budget request in the amount of \$39,304,137.

MOTION by Muckle, seconded by Attanasio to amend the requested budget amount from \$39,304,137 to \$39,267,105. VOTE 3-0

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$39,267,105. VOTE 2-1

Voting For: Brule, Muckle

Voting Against: Attanasio

7. **Capital and Debt Service** - To consider and act on the Total Capital and Debt Service tentative FY25 budget request in the amount of \$10,390,672.

MOTION by Muckle, seconded by Attanasio to amend the requested budget amount from \$10,390,672 to \$10,360,672. VOTE 3-0

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$10,360,672. VOTE 3-0

8. General Fund – To consider and act on the Total General Fund tentative FY25 budget request in the amount of \$49,694,809.

MOTION by Muckle, seconded by Attanasio to amend the requested budget amount from \$49,694,809 to \$49,627,777. VOTE 3-0

MOTION by Muckle, seconded by Attanasio to tentatively approve a total budget request in the amount of \$49,627,777. VOTE 3-0

E. Adjournment: 5:05 pm