

TOWN OF WATERFORD
GENERAL FUND
2021-2022 PROPOSED BUDGET

DEPT/AGENCY: 10117 REPRESENTATIVE TOWN MEETING

LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 RTM APPROP.	2020/2021 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 11/21	2021/2022 DEPT/ AGENCY REQUEST	2021/2022 APPROVED BD/COMM. (12/7/20)	2021/2022 FIRST SELECTMAN RECOMM.	2021/2022 RECOMMENDED BD OF SELECTMEN (2/2/21)	2021/2022 BOARD OF FINANCE REDUCTIONS	2021/2022 RECOMMENDED BD OF FINANCE (3/10/21)	BOF Approved \$ Increase	BOF Approved % Increase
PERSONNEL COSTS													
51210	CLERICAL/TECHNICAL	0	1		0	1	1	1	1		1	0	0.00%
51920	FICA												
	SUBTOTAL	0	1	0	0	1	1	1	1	0	1	0	0.00%
SERVICES													
52010	ADVERTISING	5,148	6,000		2,532	6,000	6,000	6,000	6,000		6,000	0	0.00%
52020	POSTAGE	19	100		0	100	50	50	50		50	(50)	-50.00%
52050	DOES, CONFERENCES, HDUC	12,852	12,852		6,426	12,852	12,852	12,852	12,852		12,852	0	0.00%
	SUBTOTAL	18,019	18,952	0	8,958	18,952	18,902	18,902	18,902	0	18,902	(50)	-0.26%
DEPARTMENT TOTAL		18,019	18,952	0	8,958	18,952	18,903	18,903	18,903	0	18,903	(50)	-0.26%



Rep Town Meeting FISCAL YEAR 2022 BUDGET

Town of Waterford

BUDGET FUNCTION, SUMMARY & EXPLANATION

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

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

SERIES JUSTIFICATION

51000 SERIES

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

52000 SERIES

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

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

52050 Dues Conferences and Education: Service fees to Connecticut Conference of Municipalities, which is used by all town departments. CCM does not expect an increase, but still has not formally set its rate for FY22.

53000 SERIES

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

BUDGETARY RESTRAINT

We will continue to use email and the Town Courier when appropriate to help reduce postage. The RTM reduced postage this year by \$50. Advertising continues to be a primary stressor.

TOWN OF WATERFORD
GENERAL FUND
2021-2022 PROPOSED BUDGET

DEPT/AGENCY: 10117 REPRESENTATIVE TOWN MEETING

LINE ITEM	DESCRIPTION	COLUMN 1 2019/2020 ACTUAL EXPENDED	COLUMN 2 2020/2021 RUM APPROP	COLUMN 3 2020/2021 ADDITIONAL/ TRANSFERS	COLUMN 4 ACTUAL EXPEND. & ENCUMB. AS OF 1/1/21	COLUMN 5 2021/2022 DEPT/ AGENCY REQUEST	COLUMN 6 2021/2022 APPROVED BD/COMML
	PERSONNEL COSTS						
51210	CLERICAL/TECHNICAL	0	1			1	
51920	F.I.C.A						
	SUBTOTAL	0	1	0	0	1	0
	SERVICES						
52010	ADVERTISING	5,149	6,000			6,000	
52020	POSTAGE	20	100			50	
52050	DUES, CONFERENCES, EDUC.	12,852	12,852			12,852	
	SUBTOTAL	18,021	18,952	0	0	18,902	0
	DEPARTMENT TOTAL	18,021	18,953	0	0	18,903	0



PROPOSED BUDGET

FY2022

10117 REPRESENTATIVE TOWN MEETING

GENERAL REMARKS

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

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BUDGETARY RESTRAINT

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545 Long Wharf Drive, 8th Floor
New Haven CT 06511
(203) 498-3000

Invoice

Invoice INV303034
Date 6/18/2020
PO Number
Customer No. 1377
Payment Terms Upon Receipt

Bill To

FINANCE DIRECTOR
TOWN OF WATERFORD
15 ROPE FERRY ROAD
WATERFORD, CT 06385

Description	Quantity	Price	Amount
2020-21 MUNICIPAL SERVICES FEE	1	\$12,852.00	\$12,852.00

OK to pay

For FY21

10117-52050

\$12852.00

[Signature]

RECEIVED FOR RECORD
WATERFORD, CT
2020 JUN 23 AM 9:16
[Signature]
TOWN CLERK

Inv# INV303034
CCM SERVICES, LLC
06/18/2020 # Pages 2
FP2 D0C36S1331

\$ 12,852.00

Subtotal \$12,852.00
Sales Tax \$0.00
Total \$12,852.00

1% per month on all amounts past due over 45 days from due date

Please remit with payment

Page 1

Invoice Number
INV303034

Customer Number
1377

Invoice Date
6/18/2020
Document Amount
\$ 12,852.00

Remit to:
CCM
545 Long Wharf Drive, 8th Floor
New Haven CT 06511



Connecticut Conference
of Municipalities

collaborating for the common good

June 18, 2020

To: CCM-Member Mayors, First Selectmen and City/Town Managers

From: Michael Freda, First Selectman of North Haven and CCM President
Joe DeLong, CCM Executive Director and CEO

Re: ***Direct fiscal relief from CCM through one-time equity distribution for the coming fiscal year***

As you may recall, CCM's Board of Directors, recognizing the severe fiscal and service challenges facing towns and cities as a result of the COVID-19 pandemic, determined in May that all CCM members will be given a one-time equity distribution of 50 percent of your annual CCM dues, once your dues payment is sent to CCM in full this summer.

Also available is the option to have your 50 percent equity distribution applied as a credit, to be used for additional-cost CCM events, products and services, such as the CCM convention, CCM's Production/Printing Services, Certified CT Municipal Official (CCMO) Program, Drug and Alcohol Testing Consortium, Municipal Consulting Service (and Executive Search), among others.

If you prefer the credit option, please inform Lorraine Schaivone of CCM at lschaivone@ccm-ct.org. Otherwise, it will be presumed that you favor the rebate option.

You are being invoiced today -- see attachment for your full CCM dues invoice -- and requested to pay now the full amount of your MSF Dues for the 20-21 fiscal year.

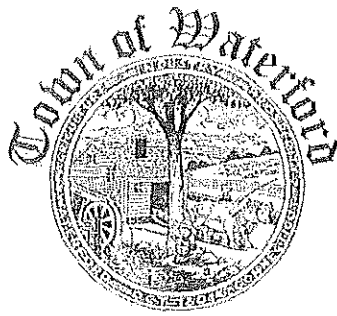
After your payment has been received, two relief options are available. You may:

- a) Receive a 50 percent (of dues) "rebate" to be promptly issued to your municipality in the form of a 'rebate check', or
- b) Receive a credit in the amount of 50 percent of your dues for payment on additional-cost services provided by CCM. The full amount of this credit must be used by June 1, 2021 and may not be carried forward into future fiscal years. If a credit balance does exist after June 1, 2021, a refund check will be issued to your municipality no later than June 30, 2021.

Rest assured, CCM staff will continue working 24/7 for you over the next fiscal year to vigorously support your community as you address the adverse public health, economic, public safety and other key issues that challenge Connecticut municipalities in 2020.

If you need any assistance on this matter, please don't hesitate to contact Joe DeLong (jdelong@ccm-ct.org; 203-747-0268), Ron Thomas (rthomas@ccm-ct.org; 203-430-5537), or Kevin Maloney (kmaloney@ccm-ct.org, 203-710-3486). CCM is here to help you meet your daily challenges and opportunities.

Attachment (1)



MINUTES
REPRESENTATIVE TOWN MEETING
Regular Meeting
December 7, 2020

2020 DEC -9 PM 3:45
RECEIVED

First Selectman Robert Brule, Acting Moderator, called the December 7, 2020 Regular Meeting of the Representative Town Meeting to order at 7:02 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

ABSENT: Richard Morgan, Robert Swansen.

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J Brule.

EX-OFFICIO MEMBERS ABSENT: Selectwoman Jody Nazarchyk; Selectman Elizabeth Sabilia; Chair of the Board of Finance Ronald R. Fedor; Chair of the Board of Education Craig Merriman.

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

RTM MEMBER Susan Driscoll asked for a point of personal privilege. She spoke in honor of the recently deceased Sharon Palmer and asked for a moment of silence.

MOMENT OF SILENCE

AGENDA ITEM C -- Elect a Moderator.

NOMINATION by Muckle, seconded by Goldstein, for Thomas Dembek to serve as Moderator for a term of one year.

NOMINATION by Gauthier, seconded by Furey-Wagner, for Susan Driscoll to serve as Moderator for a term of one year.

VOTING IN FAVOR OF DEMBEK: Bono, Bracciale, Cairns, Condon, Dembek, Goldstein, Lersch, Metivier, Muckle, O'Leary, Rocchetti, Steward-Gelinas.

VOTED IN FAVOR OF DRISCOLL: Elci, Floravanti, Furey-Wagner, Gauthier, Kohl, Olynciw, Ritchie, Welch-Collins.

ABSTAINED: Driscoll

DEMBEK selected as Moderator. 12-9-1

MODERATOR Thomas Dembek asked for a moment of silence in remembrance of the 75th anniversary of the attack on Pearl Harbor.

MOMENT OF SILENCE

AGENDA ITEM D – October 5, 2020 Minutes.

MOTION by Driscoll, seconded by Welch-Collins, to accept the October 5, 2020 Minutes.

VOTING IN FAVOR: Unanimous.

MOTION PASSED

AGENDA ITEM E – Correspondence from RTM member Susan Driscoll and RTM member Richard Muckle

PUBLIC COMMENT: Christopher Jones spoke in regard to the October 5, 2020 Police Commission appointment by the RTM.

AGENDA ITEM G – Committee report from Legislation & Administration received and will be addressed under Agenda Item 7. Committee Report from Education received and moved to New Business for discussion.

CALL ITEM 1 – Refunding Bonds.

PRESENTATION: Town Attorney Robert Avena; Director of Finance Kim Allen.

Moderator Thomas Dembek read the motion in its entirety.

MOTION by Goldstein, seconded by Welch-Collins, to move the motion.

Town Attorney spoke briefly and read the entire resolution. (See Attachment)

ROLL CALL VOTE RECORDED

VOTING IN FAVOR: Unanimous.

CALL ITEM 2 – Personnel Review Board Appointments.

MOTION by Driscoll, seconded by Welch-Collins, to nominate David Peabody of 14R Spithead Rd, to serve a term of three years on the Personnel Review Board. (Term 12/01/2020 – 11/30/2023)

MOTION by Muckle, seconded by Driscoll, to nominate Cathy Patterson of 7 Leary Dr, to serve a term of three years on the Personnel Review Board. (Term 12/01/2020 – 11/30/2023)

VOTING IN FAVOR OF BOTH NOMINEES: Unanimous

CALL ITEM 3 – Social Services Grants Review Board

MOTION by Driscoll, seconded by Welch-Collins to nominate Sally Ritchie to the Social Services Grants Review Board. (Term 12/07/2020 – 12/06/2021)

MOTION by Muckle, seconded by Attanasio, to nominate Danielle Steward Gelinis to the Social Services Grants Review Board. (Term 12/07/2020 – 12/06/2021)

VOTING IN FAVOR OF BOTH NOMINEES: Unanimous

CALL ITEM 4: Information Technology Committee

MOTION by Driscoll, seconded by Welch-Collins to nominate Tim Fioravanti to the Information Technology Committee. (Term 12/07/2020 – 12/06/2021)

MOTION by Muckle, seconded by Bono, to nominate Danielle Steward Gelinis to the Information Technology Committee. (Term 12/07/2020 – 12/06/2021)

VOTING IN FAVOR OF BOTH NOMINEES: Unanimous

CALL ITEM 5 – 2020 RTM Schedule.

MOTION by Muckle, seconded by Steward-Gelinas, to approve the Regular Meeting Schedule as presented. (See Attachment)

VOTING IN FAVOR: Unanimous

CALL ITEM 6 – RTM Proposed Budget.

MOTION by Driscoll, seconded by Muckle, to approve the FY22 budget in the amount of \$18,953 and forward to the Board of Selectman for approval.

MOTION by Furey-Wagner, seconded by Driscoll, to reduce Line Item 10117-52020 by \$50, from \$100 to \$50.

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

MOTION by Furey-Wagner, seconded by Welch-Collins, to approve the RTM proposed budget new total of \$18,903

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

CALL ITEM 7 – Ethics Ordinance.

PRESENTATION: Legislation & Administration Committee Chair Susan Driscoll

MOTION by Driscoll, seconded by Steward-Gelinas, to approve the amendments to the Waterford Code of Ordinances, Chapter 2.50 – Ethics Commission as presented. (See Attachment)

VOTING IN FAVOR: Unanimous

MOTION by Olynciw, seconded by Gauthier, to move NEW BUSINESS ahead of AGENDA ITEM 8.

VOTING IN FAVOR: Attanasio, Bono, Bracciale, Driscoll, Elci, Fioravanti, Furey-Wagner, Gauthier, Kohl, Metivier, Olynciw, Ritchie, Welch-Collins.

VOTING AGAINST: Cairns, Dembek, Goldstein, Lersch, Muckle, O'Leary, Rocchetti, Steward-Gelinas.

MOTION PASSED: 13-8

NEW BUSINESS:

MOTION by Driscoll, seconded by Steward-Gelinas, to move the item "Restoration/Use of the Nevin's Cottage" out of the Education Committee.

VOTING IN FAVOR: Unanimous.

MOTION by Driscoll, seconded by Muckle, to extend the deadline for Item "Review/Evaluate Beach Fee Pricing", currently in the Public Health, Recreation & Environment Standing Committee of the RTM to the February Meeting of the RTM.

VOTING IN FAVOR: Unanimous.

TOWN ATTORNEY Robert Avena spoke in regard to correspondence submitted by RTM member Susan Driscoll. (See Attachment)

Discussion ensued

CALL ITEM 8 – Executive Session.

MOTION by Muckle, seconded by Driscoll, that the RTM along with Human Resources Director Joyce Sauchuk, First Selectman Rob Brule and Town Attorney Eileen Duggan, go into executive session for the purpose of discussing strategy and/or negotiations with respect to current and pending collective

bargaining with multiple bargaining units. This action is taken without prejudice to the Town's right to discuss these matters in a private meeting pursuant to Connecticut General Statutes §1-200 (2) at 7:56 P.M.

VOTING IN FAVOR: Unanimous.

MOTION by Welch-Collins, seconded by Steward-Gelinas, to come out of executive session with no votes taken at 8:51 P.M.

VOTING IN FAVOR: Unanimous.

CALL ITEM 9 – Waterford Professional Firefighters Association Agreement.

MOTION by Driscoll, seconded by Welch-Collins, to approve the funds necessary to implement the Tentative Agreement between the Town of Waterford and Waterford Professional Firefighters Association Local 4629 International Association of Firefighters AFL-CIO, covering the period July 1, 2020-June 30, 2021.

VOTING IN FAVOR: Unanimous with two members abstaining. (Olynciw, Dembek).

CALL ITEM 10 – Local 1303 Agreement.

MOTION by Muckle, seconded by Driscoll, to approve the funds necessary to implement the Tentative Agreement between the Town of Waterford and Local 1303-07 of Council #4 American Federation of State, County and Municipal Employees AFL-CIO covering the period July 1, 2020-June 30, 2022.

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

CALL ITEM 11 – Non Union Management Professional Wages.

MOTION by Muckle, seconded by Driscoll, to approve the funds necessary implement the Non Union Management Professional wages for the period July 1, 2020 – June 30, 2022.

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

MOTION by Driscoll, seconded by Bono, to adjourn at 8:56 P.M.

Respectfully Submitted,

David L. Campo, CCTC
Town Clerk

