FINANCE DEPARTMENT

Memo

To:	The Board of Selectmen
From:	Rawle Dummett
Date:	April 21, 2021
Re:	**Disposal of aged assets**

Dear Mr. Brule:

The Purchasing Agent, on behalf of the Fire Department, respectfully seeks the Board's approval to dispose of seventy-two (72) SCBA cylinders in accordance with the Town Property Ordinance, Chapter 2.112.020. These items have outlived their usefulness to the town and will be disposed of at the Transfer Station.

Please note; only serial numbers are available and not Assed IDs.

Thank you for your consideration

Rawle Dummett
Purchasing Agent,
Town of Waterford

BUREAU OF FIRE PREVENTION INTEROFFICE CORRESPONDENCE

DATE: April 30, 2021

TO: Robert Brule, First Selectman

FROM: Jeffrey J. Lathrop, Acting Director of Fire Services

RE: SCBA Cylinder Disposal

The Department of Fire Services is declaring the following (72) SCBA Cylinders as end of life and ready for disposal

See attached Excel sheet

The life of a cylinder is 15 years. Choosing a few of random bottles, there were manufacturing dates ranging between 2001 and 2005 If you should have any further questions, please feel free to contact me.

END OF LIFE CYLINDERS	
60 MINUTE CYLINDERS	
OP145573	
OP145590	
OP145569	
OP145577	
OP145589	
OP145568	
OP145582	
OP145894	
OP145905	
OP145890	
OP123371	
OP145480	
OP145900	
OP145591	
OP145891	
30 MINUTE CYLINDERS	
OK157535	OK127886
OK128273	OK128187
OK158917	OK127476
OK157524	OK128286
OK128180	Part #1271948
OK157481	OK128166
OK127080	OK128189
OK127357	OK127946
SCH245985	OK127130
Part #1977	Part #124445
Part #96295	Part #96312
OK128182	Part #10012 M4020
OK128186	Part #125455
OK127450	OK127240
OK127906	OK127883
OK127439	SCH236534
OK127334	Part #1863
OK127117	Part #29343
OK127901	SCH245627
OK127894	OK127907
OK128160	Part #96296
OK127432	Part #95788
OK127095	Part #17841
OK127087	OK127870
OK127076	OK127306
OK128196	OK128151
OK127146	OK128205
Part #125478	

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

May 14, 2021

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

Re: Eugene O'Neill Theater

Dear Rob,

The Department makes the following request: That the balance from Eugene O'Neill Barn Roof Project, account 20511-57859 ($25,767.64), be transferred to a new CIP, Eugene O'Neill Mansion Roof Repair and Replacement.

Justification: A report completed in September of 2020 identified the need to address the condition of the roof at the Mansion. The Public Works Department requested funds in the FY 22 Capital Improvement Program funds ($35,000) to engage the services of an architect to prepare schematic plans and cost estimates to seek future funding to address the roof and other building envelop components identified in the report.

Information available to Public Works at the budget development didn't fully detail the issues that the Mansion is experiencing. The current roof condition is causing water damage to the interior of the building and repairs are needed to stop further damage until the roof replacement and repairs can be completed.

Another roof project at Eugene O'Neill received excellent bid prices. That project replaced the roof on a portion of the "Barn". That project account has a balance of $35,767.64.

The Department is requesting that these funds be transferred to a new Capital Improvement project, "Eugene O'Neill Mansion Roof Repairs and Replacement."

The goal is to address those portions of the roof that have failed. This will stop the damage until the roof replacement project can be funded.

Sincerely,

Gary J. Schneider
Director of Public Works

TOWN OF WATERFORD
TRANSFER REQUEST FORM

In Series (Over $1000)

POLICE DEPARTMENT
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	Budget Transfer INCREASE	Budget Transfer DECREASE	REVISED Available Budget
1	10129	53090	FUELS & LUBRICANTS	$ 114,441	$ 56,644		(22,000.00)	$ 34,644
2	10129	53150	BUILDING MAINTENANCE	$ 42,614	$ (8,083)	22,000.00		$ 13,917
3								$ -
4								$ -
5								$ -
8								$ -
9								$ -
10								$ -
					TOTAL	22,000.00	(22,000.00)	

Explanation:

The Building Maintenance line item has been expended due to the absence of a Custodian, as well as, an emergency repair of the boiler.
The requested transfer will cover the cost of the current cleaning company through the end of the year, the negative balance and the repair of the boiler at the Police Department building.

Brett Mahoney
Department Head

5/6/2021
Date

Kim Allen
Director of Finance

5/10/2021
Date

First Selectman

Date

Commission/Board Approval

Date

FOR 2021 13

ACCOUNTS FOR:
101 GENERAL FUND

10129 POLICE DEPARTMENT

ACCOUNT		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10129 51110	ADMINISTRATION	473,575	0	473,575	406,180.57	.00	67,394.43	85.8%
10129 51210	CLERICAL AND TECHNI	307,282	0	307,282	272,398.86	.00	34,883.14	88.6%
10129 51220	CUSTODIAL	43,923	-26,364	17,559	17,559.16	.00	.00	100.0%
10129 51420	PATROL	3,333,709	0	3,333,709	2,795,300.14	.00	538,408.86	83.8%
10129 51421	MARINE PATROL	23,716	0	23,716	20,029.49	.00	3,686.51	84.5%
10129 51430	DETECTIVE	486,203	0	486,203	406,836.00	.00	79,367.00	83.7%
10129 51435	COMMUNITY SERVICE O	140,053	0	140,053	92,982.10	.00	47,070.90	66.4%
10129 51450	EXTRA DUTY	0	0	0	120.57	.00	-120.57	100.0%*
10129 51810	OVERTIME	145,814	0	145,814	106,902.16	.00	38,911.84	73.3%
10129 51820	REPLACEMENT OVERTIM	360,508	0	360,508	359,149.58	.00	1,358.42	99.6%
10129 51830	TRAINING & EDUCATIO	113,967	0	113,967	92,842.92	.00	21,124.08	81.5%
10129 51910	FRINGE BENEFITS	0	0	0	-223.20	.00	223.20	100.0%
10129 51920	F.I.C.A.	420,922	0	420,922	331,711.11	.00	89,210.89	78.8%
10129 52010	ADVERTISING	500	0	500	428.60	.00	71.40	85.7%
10129 52020	POSTAGE	2,000	0	2,000	856.77	.00	1,143.23	42.8%
10129 52030	PROFESSIONAL FEES	11,000	0	11,000	9,134.55	.00	1,865.45	83.0%
10129 52040	SERVICE CONT. AND R	39,785	-118	39,668	24,991.51	.00	14,675.99	63.0%
10129 52050	DUES,CONFERENCES &	1,735	0	1,735	727.50	.00	1,007.50	41.9%
10129 52060	PRINTING	1,200	0	1,200	1,051.55	.00	148.45	87.6%
10129 52080	TELEPHONE	33,422	0	33,422	25,440.35	.00	7,981.65	76.1%
10129 52090	HEATING FUEL	17,566	0	17,566	14,803.19	.00	2,762.81	84.3%
10129 52100	ELECTRICITY	52,223	0	52,223	47,760.46	.00	4,462.54	91.5%
10129 52115	WATER & SEWER CHARG	4,500	0	4,500	3,078.32	.00	1,421.68	68.4%
10129 52300	TRAINING,EDUCATION	74,200	0	74,200	61,155.99	.00	13,044.01	82.4%
10129 52305	OSHA COMPLIANCE	5,500	0	5,500	4,840.15	.00	659.85	88.0%
10129 52370	CLOTHING OR UNIFORM	84,465	0	84,465	78,260.12	.00	6,204.88	92.7%
10129 52440	DATA PROCESSING SER	0	0	0	.00	.00	.00	.0%
10129 52520	CRIMINAL JUSTICE PL	13,520	0	13,520	13,520.00	.00	.00	100.0%
10129 53010	OFFICE SUPPLIES	1,000	0	1,000	741.69	.00	258.31	74.2%
10129 53020	OTHER SUPPLIES	7,000	0	7,000	6,256.10	.00	743.90	89.4%
10129 53070	AUTO REPAIRS	32,000	0	32,000	21,597.31	.00	10,402.69	67.5%
10129 53090	FUELS AND LUBRICANT	111,441	0	111,441	56,796.87	.00	54,644.13	51.0%
10129 53100	TIRES	10,325	0	10,325	10,837.73	.00	-512.73	105.0%*
10129 53150	BUILDING MAINTENANC	16,250	26,364	42,614	48,248.51	2,448.00	-8,082.67	119.0%*
10129 53180	POLICE EQUIP. & SUP	39,660	0	39,660	34,996.05	815.00	3,848.95	90.3%
10129 53210	SELECTIVE ENFORCEME	2,500	0	2,500	2,000.00	.00	500.00	80.0%
10129 53220	MARINE PATROL	4,000	16,566	20,566	11,448.97	.00	9,117.03	55.7%
10129 53260	DOG WARDEN SUPPLIES	30,000	0	30,000	30,000.00	.00	.00	100.0%
10129 53320	CHALLENGE	0	0	0	.00	.00	.00	.0%
10129 54020	EQUIPMENT	5,277	118	5,395	2,694.50	2,700.00	.00	100.0%

FOR 2021 13

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10129 54040 VEHICLES EQUIPMENT	0	0	0	.00	.00	.00	.0%
TOTAL POLICE DEPARTMENT	6,450,741	16,566	6,467,307	5,413,456.25	5,963.00	1,047,887.75	83.8%
TOTAL GENERAL FUND	6,450,741	16,566	6,467,307	5,413,456.25	5,963.00	1,047,887.75	83.8%
TOTAL EXPENSES	6,450,741	16,566	6,467,307	5,413,456.25	5,963.00	1,047,887.75	

TOWN OF WATERFORD
TRANSFER REQUEST FORM

In Series (Over $1000)

POLICE
DEPARTMENT

4th QUARTER

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	Budget Transfer INCREASE	Budget Transfer DECREASE	REVISED Available Budget
1	10129	51830	TRAINING & EDUCZATION	$ 113,967	$ 49,141		(43,400.00)	$ 5,741
2	10129	51820	REPLACEMENT OVERTIME	$ 360,508	$ (13,731)	43,400.00		$ 29,669
3	10129	51830	TRAINING & EDUCZATION	$ 113,967	$ 5,741		(1,600.00)	$ 4,141
4	10129	51421	MARINE PATROL	$ 23,716	$ 3,687	1,600.00		$ 5,287
5								$ -
8								$ -
9								$ -
10								$ -
					TOTAL	45,000.00	(45,000.00)	

Explanation:

These transfers will cover the current negative balance in the Replacement Overtime and cover the upcoming Replacement Overtime for the remainder of the year.

The balance of the Marine Patrol will not be sufficient to cover the remainder of the the fiscal year. The $1600 transfer will cover the required shifts for the rest of the fiscal year.

Brett Mahone, Chief
Department Head

5/24/2021
Date

Kim Allen
Director of Finance

5/26/2021
Date

First Selectman

Date

Commission/Board Approval

Date

revised 9/9/20

FOR 2021 13

ACCOUNTS FOR:
101 GENERAL FUND

10129 POLICE DEPARTMENT

ACCOUNT	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10129 51110 ADMINISTRATION	473,575	0	473,575	423,706.43	.00	49,868.57	89.5%
10129 51210 CLERICAL AND TECHNI	307,282	0	307,282	281,375.56	.00	25,906.44	91.6%
10129 51220 CUSTODIAL	43,923	-26,364	17,559	17,559.16	.00	.00	100.0%
10129 51420 PATROL	3,333,709	0	3,333,709	2,909,282.84	.00	424,426.16	87.3%
10129 51421 MARINE PATROL	23,716	0	23,716	20,029.49	.00	3,686.51	84.5%
10129 51430 DETECTIVE	486,203	0	486,203	423,847.52	.00	62,355.48	87.2%
10129 51435 COMMUNITY SERVICE O	140,053	0	140,053	97,124.77	.00	42,928.23	69.3%
10129 51450 EXTRA DUTY	0	0	0	-10,133.88	.00	10,133.88	100.0%
10129 51810 OVERTIME	145,814	0	145,814	106,214.95	.00	39,599.05	72.8%
10129 51820 REPLACEMENT OVERTIM	360,508	0	360,508	374,238.90	.00	-13,730.90	103.8%*
10129 51830 TRAINING & EDUCATIO	113,967	0	113,967	64,826.01	.00	49,140.99	56.9%
10129 51910 FRINGE BENEFITS	0	0	0	-223.20	.00	223.20	100.0%
10129 51920 F.I.C.A.	420,922	0	420,922	345,112.11	.00	75,809.89	82.0%
10129 52010 ADVERTISING	500	0	500	428.60	.00	71.40	85.7%
10129 52020 POSTAGE	2,000	0	2,000	856.77	.00	1,143.23	42.8%
10129 52030 PROFESSIONAL FEES	11,000	0	11,000	10,773.53	.00	226.47	97.9%
10129 52040 SERVICE CONT. AND R	39,785	-118	39,668	25,345.03	.00	14,322.47	63.9%
10129 52050 DUES,CONFERENCES &	1,735	0	1,735	865.00	.00	870.00	49.9%
10129 52060 PRINTING	1,200	0	1,200	1,051.55	.00	148.45	87.6%
10129 52080 TELEPHONE	33,422	0	33,422	26,446.37	.00	6,975.63	79.1%
10129 52090 HEATING FUEL	17,566	0	17,566	14,803.19	.00	2,762.81	84.3%
10129 52100 ELECTRICITY	52,223	0	52,223	51,757.04	.00	465.96	99.1%
10129 52115 WATER & SEWER CHARG	4,500	0	4,500	3,078.32	.00	1,421.68	68.4%
10129 52300 TRAINING,EDUCATION	74,200	0	74,200	63,067.53	.00	11,132.47	85.0%
10129 52305 OSHA COMPLIANCE	5,500	0	5,500	4,898.90	.00	601.10	89.1%
10129 52370 CLOTHING OR UNIFORM	84,465	0	84,465	80,135.12	.00	4,329.88	94.9%
10129 52440 DATA PROCESSING SER	0	0	0	.00	.00	.00	.0%
10129 52520 CRIMINAL JUSTICE PL	13,520	0	13,520	13,520.00	.00	.00	100.0%
10129 53010 OFFICE SUPPLIES	1,000	0	1,000	741.69	.00	258.31	74.2%
10129 53020 OTHER SUPPLIES	7,000	0	7,000	6,369.34	.00	630.66	91.0%
10129 53070 AUTO REPAIRS	32,000	0	32,000	22,810.53	1,990.00	7,199.47	77.5%
10129 53090 FUELS AND LUBRICANT	111,441	0	111,441	56,796.87	.00	54,644.13	51.0%
10129 53100 TIRES	10,325	0	10,325	10,964.03	.00	-639.03	106.2%*
10129 53150 BUILDING MAINTENANC	16,250	26,364	42,614	53,848.51	2,448.00	-13,682.67	132.1%*
10129 53180 POLICE EQUIP. & SUP	39,660	0	39,660	35,447.75	815.00	3,397.25	91.4%
10129 53210 SELECTIVE ENFORCEME	2,500	0	2,500	2,000.00	.00	500.00	80.0%
10129 53220 MARINE PATROL	4,000	16,566	20,566	12,173.97	.00	8,392.03	59.2%
10129 53260 DOG WARDEN SUPPLIES	30,000	0	30,000	30,000.00	.00	.00	100.0%
10129 53320 CHALLENGE	0	0	0	.00	.00	.00	.0%
10129 54020 EQUIPMENT	5,277	118	5,395	2,694.50	2,700.00	.00	100.0%

FOR 2021 13

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10129 54040 VEHICLES EQUIPMENT	0	0	0	.00	.00	.00	.0%
TOTAL POLICE DEPARTMENT	6,450,741	16,566	6,467,307	5,583,834.80	7,953.00	875,519.20	86.5%
TOTAL GENERAL FUND	6,450,741	16,566	6,467,307	5,583,834.80	7,953.00	875,519.20	86.5%
TOTAL EXPENSES	6,450,741	16,566	6,467,307	5,583,834.80	7,953.00	875,519.20	

TOWN OF WATERFORD
TRANSFER REQUEST FORM
Out of Series Transfer Request

INFORMATION TECHNOLOGY
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10147	52043	SERVICE CONTRACTS	773,708.00	77,424.72		(54,000.00)	23,424.72
2	10147	54130	COMPUTER EQUIPMENT	51,260.00	75.35	54,000.00		54,075.35
3								0.00
4								0.00
5								0.00
6								0.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
					TOTAL	54,000.00	(54,000.00)	

Explanation

Transferring $54,000 to purchase desktop computers for various Town Departments to replace existing Windows 7 machines.

Brett Mahoney — 5/12/2021
Department Head — **Date**

Kim Allen — 5/13/2021
Director of Finance — **Date**

First Selectman — **Date**

Commission/Board Approval — **Date**

05/13/2021 14:23
kallen

Town of Waterford, CT
YEAR-TO-DATE BUDGET REPORT

FOR 2021 13

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10147 INFORMATION TECHNOLOGY EXPENDI							
10147 51110 ADMINISTRATION	0	0	0	.00	.00	.00	.0%
10147 51920 F.I.C.A.	0	0	0	.00	.00	.00	.0%
10147 52043 SERVICE CONTRACTS I	773,708	33,639	807,347	702,274.51	27,647.77	77,424.72	90.4%
10147 54130 COMPUTER EQUIPMENT	51,260	0	51,260	49,945.98	1,238.67	75.35	99.9%
TOTAL INFORMATION TECHNOLOGY EXPENDI	824,968	33,639	858,607	752,220.49	28,886.44	77,500.07	91.0%
TOTAL GENERAL FUND	824,968	33,639	858,607	752,220.49	28,886.44	77,500.07	91.0%
TOTAL EXPENSES	824,968	33,639	858,607	752,220.49	28,886.44	77,500.07	

TOWN OF WATERFORD
TRANSFER REQUEST FORM
Out of Series Transfer Request

Emergeny Management
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10122	52050	Dues, Conf. & Education	22,084.00	19,696.00		(8,346.71)	11,349.29
2	10122	54120	Disp. Center Equipment	1.00	1.00	8,346.71		8,347.71
3								0.00
4								0.00
5								0.00
6								0.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
					TOTAL	8,346.71	(8,346.71)	

Explanation

The Waterford Emergency Communications Center dispatches YNHH, L+M Paramedics for all calls west of the Thames River. L+M Paramedics are changing to the State of CT radio system. The town will need to install radio equipment to be able to communicate on the State of CT radio system and continue dispatching L+M paramedics. YNHH, L+M Hospital has agreed to pay for half of the cost of this equipment. The cost to each entity is $8,346.71. YNHH, L+M Hopsital also pays a $6,000/yr service fee to the Town of Waterford for dispatching services. The majority of the funds in 10122-52050 will not be spent this year as in person training and conferences were cancelled due to COVID-19.

Steven Sinagra EMD
Department Head

11-May-21
Date Date

Kim Allen
Director of Finance

5/12/2021
Date Date

First Selectman

Date Date

Commission/Board Approval

Date Date

FOR 2021 13

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10122 EMERGENCY MANAGEMENT							
10122 51110 ADMINISTRATION	73,600	0	73,600	65,953.39	.00	7,646.61	89.6%
10122 51210 CLERICAL AND TECHNI	14,256	0	14,256	12,830.40	.00	1,425.60	90.0%
10122 51240 DISPATCH EDUCATION	2,300	0	2,300	120.00	.00	2,180.00	5.2%
10122 51440 DISPATCH PERSONNEL	642,931	0	642,931	529,608.59	.00	113,322.41	82.4%
10122 51810 DISPATCH OVERTIME	131,668	0	131,668	98,999.71	.00	32,668.29	75.2%
10122 51823 EMERGENCY PERSONNEL	1,800	0	1,800	.00	.00	1,800.00	.0%
10122 51830 TRAINING & EDUCATIO	7,080	0	7,080	2,717.27	.00	4,362.73	38.4%
10122 51920 F.I.C.A.	66,069	0	66,069	50,626.94	.00	15,442.06	76.6%
10122 52010 ADVERTISING	200	0	200	.00	.00	200.00	.0%
10122 52020 POSTAGE	50	0	50	1.70	.00	48.30	3.4%
10122 52030 PROFESSIONAL FEES	1,000	0	1,000	757.00	.00	243.00	75.7%
10122 52040 SERVICE CONT. AND R	45,524	0	45,524	25,974.30	.00	19,549.70	57.1%
10122 52050 DUES,CONFERENCES &	22,084	0	22,084	2,388.00	.00	19,696.00	10.8%
10122 52060 PRINTING	200	0	200	.00	.00	200.00	.0%
10122 52070 REIMBURSABLE EXPENS	0	0	0	.00	.00	.00	.0%
10122 52080 TELEPHONE	25,537	0	25,537	24,134.21	.00	1,402.79	94.5%
10122 52100 ELECTRICITY	35,546	0	35,546	30,480.52	.00	5,065.48	85.7%
10122 52300 TRAINING,EDUCATION	2,600	0	2,600	956.92	.00	1,643.08	36.8%
10122 52370 DISPATCH CLOTHING A	3,760	0	3,760	2,242.50	.00	1,517.50	59.6%
10122 52415 GENERATOR MAINTENAN	8,200	0	8,200	.00	.00	8,200.00	.0%
10122 53010 OFFICE SUPPLIES	250	0	250	44.22	.00	205.78	17.7%
10122 53020 OTHER SUPPLIES	1,000	0	1,000	880.62	.00	119.38	88.1%
10122 53090 FUELS AND LUBRICANT	600	0	600	.00	.00	600.00	.0%
10122 53120 SHELTER SUPPLIES	600	0	600	.00	.00	600.00	.0%
10122 53130 RADIOLOGICAL SUPPLI	400	0	400	.00	.00	400.00	.0%
10122 54120 DISPATCH CENTER EQU	1	0	1	.00	.00	1.00	.0%
10122 54150 SURPLUS EQUIPMENT	1	0	1	.00	.00	1.00	.0%
10122 54190 EMERGENCY EQUIPMENT	1	0	1	.00	.00	1.00	.0%
TOTAL EMERGENCY MANAGEMENT	1,087,258	0	1,087,258	848,716.29	.00	238,541.71	78.1%
TOTAL GENERAL FUND	1,087,258	0	1,087,258	848,716.29	.00	238,541.71	78.1%
TOTAL EXPENSES	1,087,258	0	1,087,258	848,716.29	.00	238,541.71	

Waterford Office of Emergency Management

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

To:	First Selectman Robert Brule
From:	EMD Steven Sinagra
Date:	May 11, 2021
RE:	YNHH L&M Paramedics Dispatching / Radio Equipment

In March of 2021 I met with the Yale New Haven Health, Lawrence + Memorial Hospital director of paramedic services. The purpose of the meeting was to discuss the migration of the L+M paramedics to the Department of Statewide Emergency Telecommunications (DSET), Connecticut Telecommunications System (CTS) for all of their radio communications. This is a radio system with statewide coverage. The Town of Groton dispatches L+M Paramedics on the east side of the Thames River and is already on the CTS. The Waterford Emergency Communications Center has dispatched the L+M Paramedics on the west side of the Thames River since the inception of the paramedic program in the 1980's. L+M pays the Town of Waterford $6,000 per year for this service. This radio communication is currently handled through a high band radio system installed in the Town of Waterford.

I have been working with Tactical Communications, Harris and L+M Hospital on this project. L+M is in the process of signing a Memorandum of Understanding (MOU) with CTS to use their radio system. L+M will be responsible for all costs associated with the use of the system. The Town of Waterford will need to install a Control Station in the public safety building to connect to the CTS radio system to continue dispatching the L+M paramedics and to continue receiving $6,000 in revenue for this dispatching service from L+M Hospital.

The cost of the equipment and installation for the Control Station is $16,693.42 (quote attached). L+M Hospital has agreed to pay for half of the cost of equipment and installation ($8,346.71). L+M Hospital will nearly cover the cost of the equipment and installation between their initial cost share and the $6,000 annual service fee totaling $14,346.71. I am respectfully requesting an out-of-series transfer of $8,346.71 from Dues, Conferences & Education (10122-52050) to Dispatch Center Equipment (10122-54120) to cover the town's cost for purchasing and installing the Control Station equipment. The majority of the funding in Dues, Conferences and Education (10122-52050) will not be spent in the current fiscal year due to the ongoing COVID-19 pandemic.

Very respectfully,

Steven R. Sinagra

Steven Sinagra
Emergency Management Director
Emergency Communications Supervisor

cc: Kim Allen, Director of Finance

TACTICAL COMMUNICATIONS

Waterford EOC
L+M Medic P25 Control Station

March 23, 2021

Model No	Description	Qty	Unit Price	Contract Price	Ext Price
MAMW-SDMXX	MOBILE,XG-75M/M7300,764-870MHZ,HALF DPLX	1	$ 2,300.00	$ 1,840.00	$ 1,840.00
MAMW-PKGPT	Feature Package,P25 Trunking	1	$ 1,100.00	$ 1,100.00	$ 1,100.00
MW-PL4F	Feature, P25 Phase 2, TDMA	1	$ 250.00	$ 250.00	$ 250.00
MAMW-NPL5K	FEATURE,PROFILE OVER-THE-AIR-PROGRAMMING	1	$ 265.00	$ 265.00	$ 265.00
MAMW-NCP9G	Control Unit,CH721,Scan,Front Mount	1	$ 685.00	$ 548.00	$ 548.00
MAMW-NZN6W	ACCESSORIES,XG-75M/M7300 FRONT MOUNT	1	$ 274.50	$ 219.60	$ 219.60
MAMW-NMC72	Microphone	1	$ 80.00	$ 64.00	$ 64.00
MAMW-NZN8L	Desktop Station,CS-7000,Local/Remote	1	$ 5,675.00	$ 4,540.00	$ 4,540.00
MAMW-NMA6P	Bracket Kit,Rack Mount,CS-7000	1	$ 160.00	$ 128.00	$ 128.00
Labor	Program and Assemble Radio	5	$ 130.00	$ 130.00	$ 650.00
ANT790F2	700/800 Control Station Antenna	1	$ 820.00	$ 820.00	$ 820.00
	Freight	1	$ 75.00	$ 75.00	$ 75.00
SCF12-50J-P7	Cable	75	$ 2.92	$ 2.92	$ 219.00
43F-SCF12-D01	Connector	1	$ 33.00	$ 33.00	$ 33.00
F4PDMV2-C	Connector	1	$ 27.60	$ 27.60	$ 27.60
WMU-24S	Wall Mount	2	$ 185.00	$ 185.00	$ 370.00
C20100553	Ground Kit	1	$ 27.27	$ 27.27	$ 27.27
Jumper		1	$ 95.00	$ 95.00	$ 95.00
IS-50NX-C2-MA	Arrestor	1	$ 76.95	$ 76.95	$ 76.95
MISC	Hardware and electrical	1	$ 145.00	$ 145.00	$ 145.00
Labor	Antenna Installation	24	$ 130.00	$ 130.00	$ 3,120.00
Labor	Base installation, console with Harris	8	$ 130.00	$ 130.00	$ 1,040.00
Labor	Cutover and transfer	8	$ 130.00	$ 130.00	$ 1,040.00
	Project Total				$ 16,693.42

Where applicable
CT DAS Contract 19PSX0088 pricing applied

Quote Validity 30 Days
For Budget Only

TOWN OF WATERFORD
TRANSFER REQUEST FORM

Out of Series Transfer Request

FIRE
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10123	52050	DUES, CONFERENCES & EDUC	48,675.00	18,832.33		(11,050.00)	7,782.33
2	10123	54060	OFFICE EQUIPMENT	3,000.00	2,791.50		(600.00)	2,191.50
3	10123	54218	FIREFIGHTING EQUIPMENT	30,000.00	8,230.76		(6,000.00)	2,230.76
4	10123	52090	HEATING OIL	45,410.00	(12.55)	50.00		37.45
5	10123	53070	AUTO REPAIRS	88,000.00	(15,404.28)	17,600.00		2,195.72
6								0.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
					TOTAL	17,650.00	(17,650.00)	

Explanation

The auto repair deficit is due to unexpected large vehicle repairs during the current fiscal year.

Jeff Lathrop
Department Head

5/11/2021
Date

Kim Allen
Director of Finance

5/12/2021
Date

First Selectman

Date

Commission/Board Approval

Date

revised 9/9/20

TOWN OF WATERFORD
TRANSFER REQUEST FORM
In Series (Over $1000)

FIRE
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	Budget Transfer INCREASE	Budget Transfer DECREASE	REVISED Available Budget
1	10123	52040	SERVICE CONTRACTS & REPAIR	$ 18,130	$ 4,824		$ (2,000)	$ 2,824
2	10123	52377	BREATHING APPARATUS	$ 6,760	$ (1,268)	$ 2,000		$ 732
3	10123	52050	DUES, CONFERENCES & EDUC	$ 48,675	$ 18,832		$ (4,000)	$ 14,832
4	10123	52370	CLOTHING & UNIFORM ALLOW	$ 15,500	$ 5,869		$ (2,200)	$ 3,669
5	10123	52378	BUILDING MAINTENANCE	$ 80,000	$ (4,490)	$ 6,200		$ 1,710
6	10123	53090	FUEL & LUBRICANTS	$ 28,800	$ 7,020		$ (2,500)	$ 4,520
7	10123	53110	COMPUER SUPPLIES	$ 2,500	$ 852		$ (851)	$ 1
8	10123	53020	OTHER SUPPLIES	$ 17,000	$ (2,773)	$ 3,351		$ 578
9	10123	53021	CONSUMABLE SUPPLIES	$ 7,500	$ 2,610		$ (1,000)	$ 1,610
10	10123	53090	FUEL & LUBRICANTS	$ 28,800	$ 7,020		$ (2,000)	$ 5,020
11	10123	53112	FIREFIGHTING SUPPLIES	$ 10,000	$ (2,097)	$ 3,000		$ 903
12	10123	53010	OFFICE SUPPLIES	$ 2,000	$ 1,481		$ (1,000)	$ 481
13	10123	53021	CONSUMABLE SUPPLIES	$ 7,500	$ 2,610		$ (1,000)	$ 1,610
14	10123	53111	PROTECTIVE CLOTHING	$ 76,060	$ (1,775)	$ 2,000		$ 225
15	10123	54060	OFFICE EQUIPMENT	$ 3,000	$ 2,792		$ (1,500)	$ 1,292
16	10123	54220	RADIO/EMERGENCY LIGHTS	$ 9,000	$ (930)	$ 1,500		$ 570
					TOTAL	$ 18,051	$ (18,051)	

Explanation:

1-2 This overage is due to repairs with the increased usage during the current fiscal year.

3-5 This overage is due to unforeseen heating, plumbing and sprinkler repairs.

6-8 This overage is due to the addition of R-1 support.

9-11 This overage is due to needed repairs to aging QRAE 2 meters.

12-14 This overage is due to number of individuals requiring new turnout gear.

15-16 This overage is due to base station repairs and lights for new W-46.

Jeff Lathrop
Department Head

5/11/2021
Date

Kim Allen
Director of Finance

5/12/2021
Date

First Selectman

Date

Commission/Board Approval

Date

revised 9/9/20

FOR 2021 13

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10123 FIRE SERVICES							
10123 51110 ADMINISTRATION	219,533	0	219,533	257,092.59	.00	-37,559.59	117.1%*
10123 51120 INSPECTION	76,849	0	76,849	67,258.26	.00	9,590.74	87.5%
10123 51210 CLERICAL AND TECHNI	131,263	0	131,263	110,078.49	.00	21,184.51	83.9%
10123 51240 EDUCATIONAL INCENTI	20,430	0	20,430	16,925.00	.00	3,505.00	82.8%
10123 51410 FIRE FIGHTING	1,226,023	71,569	1,297,592	1,104,666.33	.00	192,925.67	85.1%
10123 51411 INCENTIVE PROGRAM S	0	0	0	.00	.00	.00	.0%
10123 51440 DISPATCH	0	0	0	.00	.00	.00	.0%
10123 51450 EXTRA DUTY	0	0	0	.00	.00	.00	.0%
10123 51451 EXTRA DUTY REGULAR	0	0	0	.00	.00	.00	.0%
10123 51810 OVERTIME	59,518	0	59,518	227,109.23	.00	-167,591.23	381.6%*
10123 51830 TRAINING & EDUCATIO	0	0	0	.00	.00	.00	.0%
10123 51920 F.I.C.A.	132,622	5,475	138,097	129,503.91	.00	8,593.09	93.8%
10123 52010 ADVERTISING	200	-100	100	.00	.00	100.00	.0%
10123 52020 POSTAGE	250	0	250	203.87	.00	46.13	81.5%
10123 52030 PROFESSIONAL FEES	3,875	50	3,925	4,379.25	.00	-454.25	111.6%*
10123 52040 SERVICE CONT. AND R	18,130	0	18,130	10,795.88	2,510.00	4,824.12	73.4%
10123 52050 DUES.CONFERENCES &	48,675	-5,000	43,675	21,647.67	3,195.00	18,832.33	56.9%
10123 52060 PRINTING	0	50	50	26.00	.00	24.00	52.0%
10123 52070 REIMBURSABLE EXPENS	1,500	0	1,500	.00	.00	1,500.00	.0%
10123 52080 TELEPHONE	18,050	0	18,050	15,809.53	.00	2,240.47	87.6%
10123 52090 HEATING FUEL	45,410	-6,000	39,410	30,091.80	9,330.75	-12.55	100.0%*
10123 52100 ELECTRICITY	62,383	0	62,383	50,223.87	.00	12,159.13	80.5%
10123 52110 WATER	5,746	0	5,746	4,052.25	.00	1,693.75	70.5%
10123 52120 SEWER	8,645	0	8,645	6,116.15	.00	2,528.85	70.7%
10123 52290 PUBLIC SAFETY AWARE	2,500	0	2,500	410.20	.00	2,089.80	16.4%
10123 52310 EXAMINATIONS	6,000	0	6,000	5,348.35	613.90	37.75	99.4%
10123 52320 RENTAL OF HYDRANTS	457,200	-6,252	450,948	338,104.62	.00	112,843.38	75.0%
10123 52370 CLOTHING OR UNIFORM	15,500	0	15,500	9,489.81	140.79	5,869.40	62.1%
10123 52371 FIRE POLICE	1,500	0	1,500	21.17	.00	1,478.83	1.4%
10123 52372 INSURANCE	117,810	17,252	135,062	134,222.68	.00	839.32	99.4%
10123 52373 LP GAS	4,375	0	4,375	2,165.92	.00	2,209.08	49.5%
10123 52374 CABLE TELEVISION	6,060	0	6,060	6,868.78	.00	-808.78	113.3%*
10123 52375 GROUND LADDER TESTI	5,825	95	5,920	5,919.45	.00	.55	100.0%
10123 52376 HYDRAULIC TESTING	2,500	-95	2,405	1,934.63	.00	470.37	80.4%
10123 52377 BREATHING APPARATUS	6,760	3,638	10,398	11,666.01	.00	-1,268.01	112.2%*
10123 52378 BUILDING MAINTENANC	80,000	0	80,000	80,150.08	4,340.00	-4,490.08	105.6%*
10123 52379 HOSE TESTING AND RE	9,825	-2,138	7,687	7,539.45	.00	147.55	98.1%
10123 52387 PUMP TESTING SERVIC	4,000	-1,500	2,500	2,475.00	.00	25.00	99.0%
10123 52392 GENERATOR MAINTENAN	4,225	0	4,225	1,690.06	.00	2,534.94	40.0%
10123 52396 FF -PROTECTIVE CLOT	0	0	0	.00	.00	.00	.0%

FOR 2021 13

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10123 53010 OFFICE SUPPLIES	2,000	0	2,000	518.52	.00	1,481.48	25.9%
10123 53020 OTHER SUPPLIES	17,000	4,768	21,768	22,911.09	1,629.43	-2,772.52	112.7%*
10123 53021 CONSUMABLE SUPPLIES	7,500	-1,068	6,432	3,821.74	.00	2,610.26	59.4%
10123 53070 AUTO REPAIRS	88,000	4,562	92,562	102,069.43	5,896.85	-15,404.28	116.6%*
10123 53090 FUELS AND LUBRICANT	28,800	-4,562	24,238	17,217.86	.00	7,020.14	71.0%
10123 53110 COMPUTER SUPPLIES	2,500	0	2,500	1,648.47	.00	851.53	65.9%
10123 53111 FF PROTECTIVE CLOTH	78,080	0	78,080	38,445.84	41,409.51	-1,775.35	102.3%*
10123 53112 FIREFIGHTING SUPPLI	10,000	0	10,000	10,966.91	1,130.08	-2,096.99	121.0%*
10123 53113 VOLUNTEER RESPONDER	5,000	-3,700	1,300	517.60	.00	782.40	39.8%
10123 53114 MEDICAL SUPPLIES	0	0	0	.00	.00	.00	.0%
10123 54060 OFFICE EQUIPMENT	3,000	0	3,000	208.50	.00	2,791.50	7.0%
10123 54202 EQUIPMENT -FIRE INV	500	0	500	158.34	.00	341.66	31.7%
10123 54207 SCBA REPLACEMENT BO	0	0	0	.00	.00	.00	.0%
10123 54215 THERMAL CAMERAS -OS	0	0	0	.00	.00	.00	.0%
10123 54216 MULTI-GAS METER	0	0	0	.00	.00	.00	.0%
10123 54217 RESCUE SAWS	0	0	0	.00	.00	.00	.0%
10123 54218 FIREFIGHTER EQUIPME	30,000	-3,128	26,872	15,596.78	3,044.46	8,230.76	69.4%
10123 54219 EQUIPMENT STORAGE L	0	0	0	.00	.00	.00	.0%
10123 54220 RADIO/EMERGENCY LIG	9,000	1,149	10,149	10,965.46	113.21	-929.67	109.2%*
10123 54221 SERVICE TRUCK EQUIP	0	0	0	.00	.00	.00	.0%
10123 54222 RESCUE TRUCK EQUIPM	5,000	1,979	6,979	6,978.76	.00	.24	100.0%
10123 54226 EQUIPMENT	12,000	0	12,000	.00	11,506.65	493.35	95.9%
10123 54241 TELEPHONE SYSTEM -G	0	0	0	.00	.00	.00	.0%
TOTAL FIRE SERVICES	3,101,562	77,044	3,178,606	2,896,011.59	84,860.63	197,733.78	93.8%
TOTAL GENERAL FUND	3,101,562	77,044	3,178,606	2,896,011.59	84,860.63	197,733.78	93.8%
TOTAL EXPENSES	3,101,562	77,044	3,178,606	2,896,011.59	84,860.63	197,733.78	

TOWN OF WATERFORD
TRANSFER REQUEST FORM
In Series (Over $1000)

Library
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	10136	51110	Administration	$ 122,435	$ 10,619	2,832		$ 13,451
2	10136	51210	Clerical and Technical	$ 687,309	$ 124,868		(2,832)	$ 122,036
3								$ -
4								$ -
5								$ -
8								$ -
9								$ -
10								$ -
					TOTAL	2,832.00	(2,832.00)	

Explanation:

Final correction for Administration line shortfall due to the Director's retirement payout.

Chris Johnson
Department Head

5/12/2021
Date

Kim Allen
Director of Finance

5/12/2021
Date

First Selectman

Date

Commission/Board Approval

Date

revised 8/13/20

FOR 2021 13

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10136 WATERFORD PUBLIC LIBRARY							
10136 51110 ADMINISTRATION	112,435	64,568	177,003	166,384.69	.00	10,618.51	94.0%
10136 51210 CLERICAL AND TECHNI	687,309	-16,902	670,407	545,539.07	.00	124,867.73	81.4%
10136 51220 CUSTODIAL	85,826	0	85,826	70,895.36	.00	14,930.64	82.6%
10136 51810 OVERTIME	250	0	250	.00	.00	250.00	.0%
10136 51910 FRINGE BENEFITS	3,195	-3,195	0	.00	.00	.00	.0%
10136 51920 F.I.C.A.	68,010	0	68,010	54,884.08	.00	13,125.92	80.7%
10136 52010 ADVERTISING	0	0	0	.00	.00	.00	.0%
10136 52020 POSTAGE	325	0	325	270.44	.00	54.56	83.2%
10136 52040 SERVICE CONT. AND R	11,815	0	11,815	7,702.87	1,026.00	3,086.13	73.9%
10136 52070 REIMBURSABLE EXPENS	667	0	667	448.44	.00	218.56	67.2%
10136 52090 FUEL OIL	10,951	0	10,951	6,281.30	.00	4,669.70	57.4%
10136 52100 ELECTRICITY	34,000	0	34,000	23,492.65	.00	10,507.35	69.1%
10136 52110 WATER	940	0	940	584.01	.00	355.99	62.1%
10136 52120 SEWER	940	0	940	533.00	.00	407.00	56.7%
10136 53010 OFFICE SUPPLIES	4,000	0	4,000	3,303.22	.00	696.78	82.6%
10136 53020 OTHER SUPPLIES	4,000	0	4,000	3,749.01	.00	250.99	93.7%
10136 54160 BOOKS AND RELATED M	45,000	0	45,000	44,999.88	.00	.12	100.0%
TOTAL WATERFORD PUBLIC LIBRARY	1,069,663	44,471	1,114,134	929,068.02	1,026.00	184,039.98	83.5%
TOTAL GENERAL FUND	1,069,663	44,471	1,114,134	929,068.02	1,026.00	184,039.98	83.5%
TOTAL EXPENSES	1,069,663	44,471	1,114,134	929,068.02	1,026.00	184,039.98	

TOWN OF WATERFORD
TRANSFER REQUEST FORM
Out of Series Transfer Request

ASSESSOR
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10104	52020	POSTAGE	1,204.00	(45.13)	100.00		54.87
2	10104	51110	ADMINISTRATION	195,788.00	33,363.02	0.00	(100.00)	33,263.02
3								0.00
4								0.00
5								0.00
6								0.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
								0.00
					TOTAL	100.00	(100.00)	

Explanation

Income and Expense Forms for the upcoming revaluation mailed to commerical/rental properties per CT State Statues in March totalled $192.16 (approx $46 above budget estimate). February postage totaled $336.78 for elderly/disabled homeowner application correspondence (approx $50 above budget). Administration balance is expected to reflect a slight surplus - will not be affected by interim assessor payments made last year.

Paide Walton
Department Head

5/7/2021
Date

Kim Allen
Director of Finance

5/10/2021
Date

First Selectman

Date

Commission/Board Approval

Date

revised 9/9/20

FOR 2021 13

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10104 ASSESSOR							
10104 51110 ADMINISTRATION	196,788	0	196,788	163,424.98	.00	33,363.02	83.0%
10104 51210 CLERICAL AND TECHNI	58,818	-736	58,082	51,767.27	.00	6,314.51	89.1%
10104 51810 OVERTIME	0	0	0	.00	.00	.00	.0%
10104 51910 FRINGE BENEFITS	2,697	-1,805	892	891.47	.00	.53	99.9%
10104 51920 F.I.C.A.	19,761	0	19,761	15,695.26	.00	4,065.74	79.4%
10104 52010 ADVERTISING	650	-435	215	214.39	.00	.61	99.7%
10104 52020 POSTAGE	744	460	1,204	1,249.13	.00	-45.13	103.7%*
10104 52030 PROFESSIONAL FEES	0	250	250	250.00	.00	.00	100.0%
10104 52040 SERVICE CONT. AND R	1,680	3,561	5,241	5,083.22	.00	158.00	97.0%
10104 52050 DUES,CONFERENCES &	1,825	-1,445	380	380.00	.00	.00	100.0%
10104 52070 REIMBURSABLE EXPENS	0	0	0	.00	.00	.00	.0%
10104 53020 OTHER SUPPLIES	150	150	300	282.47	.00	17.53	94.2%
10104 53200 PRICING BOOKS	500	0	500	470.00	.00	30.00	94.0%
10104 54060 OFFICE EQUIPMENT	0	0	0	.00	.00	.00	.0%
TOTAL ASSESSOR	283,613	0	283,613	239,708.19	.00	43,904.81	84.5%
TOTAL GENERAL FUND	283,613	0	283,613	239,708.19	.00	43,904.81	84.5%
TOTAL EXPENSES	283,613	0	283,613	239,708.19	.00	43,904.81	

TOWN OF WATERFORD
TRANSFER REQUEST FORM

In Series (Over $1000)

Retirement Commission
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	Budget Transfer INCREASE	Budget Transfer DECREASE	REVISED Available Budget
1	10116	51949	OPEB Trust Fund Contribution	$ 1,100,000	$ (1,967)	1,967		$ -
2	10116	51930	Heart and Hypertension	$ 181,100	$ 34,570		(1,967)	$ 32,604
3								$ -
4								$ -
5								$ -
8								$ -
9								$ -
10								$ -
					TOTAL	1,967	(1,967)	

Explanation:

1) The actuary fees were not budgeted to manage the OPEB trust.

2) Based on current YTD expenditures, there will be a year-end balance to cover the deficit.

Kim Allen
Department Head

5/4/2021
Date

Kim Allen
Director of Finance

5/4/2021
Date

First Selectman

Date

Commission/Board Approval

Date

revised 9/9/20

FOR 2021 13

ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10116 RETIREMENT COMMISSION							
10116 51930 HEART AND HYPERTENS	181,100	0	181,100	149,823.17	.00	31,276.83	82.7%
10116 51940 PENSION CONTRIBUTIO	4,305,701	0	4,305,701	3,612,036.45	.00	693,664.55	83.9%
10116 51945 RETIREE HEALTH BENE	396,177	0	396,177	321,590.14	.00	74,586.86	81.2%
10116 51949 OPEB TRUST FUND CON	1,100,000	0	1,100,000	1,101,966.68	.00	-1,966.68	100.2%*
TOTAL RETIREMENT COMMISSION	5,982,978	0	5,982,978	5,185,416.44	.00	797,561.56	86.7%
TOTAL GENERAL FUND	5,982,978	0	5,982,978	5,185,416.44	.00	797,561.56	86.7%
TOTAL EXPENSES	5,982,978	0	5,982,978	5,185,416.44	.00	797,561.56	

TOWN OF WATERFORD
TRANSFER REQUEST FORM
Out of Series Transfer Request

FINANCE
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10107	52050	Dues, Conferences	4,240.00	2,345.00		(70.00)	2,275.00
2	10107	54010	Furniture	0.00	0.00	70.00		70.00
3								0.00
4								0.00
5								0.00
6								0.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
					TOTAL	70.00	(70.00)	

Explanation

COVID-19 has caused cancellations of conferences to allow for a surplus in this account. The Director of Finance's office chair is broken and needs to be replaced. No funds were budgeted for new or replacement equipment and I am requesting that surplus funds in line 52050 be used to purchase a new office chair.

Kim Allen
Department Head

5/12/2021
Date

Kim Allen
Director of Finance

5/12/2021
Date

First Selectman

Date

Commission/Board Approval

Date

revised 9/9/20

FOR 2021 13

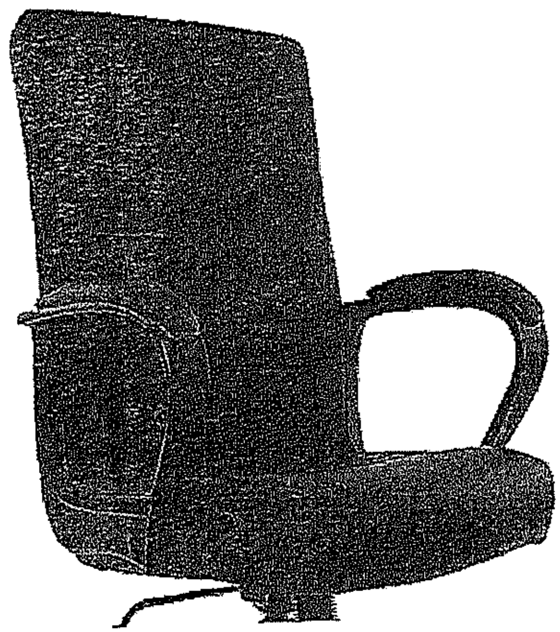
ACCOUNTS FOR: 101 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10107 FINANCE							
10107 51010 ELECTED OFFICIALS	28,620	0	28,620	23,847.89	.00	4,772.11	83.3%
10107 51110 ADMINISTRATION	292,050	-5,775	286,275	242,860.08	.00	43,414.92	84.8%
10107 51210 CLERICAL AND TECHNI	188,150	0	188,150	170,015.77	.00	18,134.23	90.4%
10107 51810 OVERTIME	2,650	0	2,650	1,431.88	.00	1,218.12	54.0%
10107 51910 FRINGE BENEFITS	2,750	0	2,750	1,614.86	.00	1,135.14	58.7%
10107 51920 F.I.C.A.	39,150	0	39,150	31,752.05	.00	7,397.95	81.1%
10107 52010 ADVERTISING	500	0	500	370.15	.00	129.85	74.0%
10107 52020 POSTAGE	4,800	0	4,800	3,073.40	.00	1,726.60	64.0%
10107 52030 PROFESSIONAL FEES	68,820	0	68,820	41,022.18	.00	27,797.82	59.6%
10107 52040 SERVICE CONT. AND R	21,490	5,775	27,265	19,739.54	3,222.45	4,303.01	84.2%
10107 52043 SERVICE CONTRACTS I	0	0	0	.00	.00	.00	.0%
10107 52050 DUES,CONFERENCES &	4,240	0	4,240	1,895.00	.00	2,345.00	44.7%
10107 52070 REIMBURSABLE EXPENS	100	0	100	.00	.00	100.00	.0%
10107 52080 TELEPHONE	17,950	0	17,950	12,275.49	.00	5,674.51	68.4%
10107 53010 OFFICE SUPPLIES	30,000	0	30,000	25,693.23	.00	4,306.77	85.6%
10107 54010 FURNITURE	0	0	0	.00	.00	.00	.0%
10107 54060 OFFICE EQUIPMENT	0	0	0	.00	.00	.00	.0%
10107 54130 COMPUTER SUPPORT SY	0	0	0	.00	.00	.00	.0%
TOTAL FINANCE	701,270	0	701,270	575,591.52	3,222.45	122,456.03	82.5%
TOTAL GENERAL FUND	701,270	0	701,270	575,591.52	3,222.45	122,456.03	82.5%
TOTAL EXPENSES	701,270	0	701,270	575,591.52	3,222.45	122,456.03	

Home > Chairs & Seating > Chairs > Office Chairs

Staples Tervina Luxura Mid-Back Manager Chair, Black (56904)

Item #: 24396771 | Model #: 56904

4.5 679 Reviews 9 Questions Share



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KENNETH PETRINI

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SKILL SUMMARY

- Well versed in site and sanitary regulations, permitting requirements for Town and City, wetlands, zoning and subdivision regulations; CT DEEP OLISP permits. Evaluation of soil profiles to determine water table and soil characteristics, perc testing, sieve testing. Erosion and sediment control inspection. Preconstruction meetings.
- Interact effectively with Clients, Planning and Zoning, Building, Environmental officials, Health Districts, Sanitarians, CT DOT, CT DEEP and ACOE. Present projects at Town and City Planning commissions and Wetland/Conservation meetings.
- Problems solve and translate site constraints and variables into design solutions. Solutions are generated following natural design principles (LID, BMP & Stormwater Quality Manual) with the aid of civil design software. Road design; design storm sewers, sanitary sewers, culverts and grading for roadways
- Proficient in Windows 10, AutoCAD 2018, HydroCAD, StormCAD, Microsoft Word and Excel. Used Civil 3D, SurvCAD, Eagle Point CAD software and Bentley Pond Pack hydraulic software.
- Well organized, strong ability to multitask in a deadline drive environment

EXPERIENCE

March 2018-Present **Snyder Civil Engineering, LLC Portland, CT**

Senior CAD Technician

As a senior CAD technician for the Snyder Civil Engineering I perform primarily civil base mapping and design for Private and Public Water Utility Companies. Water supply, water distribution, construction administration and records.

Responsibilities include collaboration with clients and town and state agencies for utility layout and design. Also drainage, grading, traffic management and permitting assistance for various site plans

Proficient in Windows, Autodesk Architecture, Engineering & Construction Collection, Microsoft Office, Word and Excel. Experience with InfraWorks, GIS

March 2015-October 2018 ***Mohegan Tribal Government Uncasville, CT***

Senior CAD Technician

As a senior CAD technician for the Mohegan Tribal Government I perform primarily civil and architectural base mapping and maintain exterior and interior record or "as-built" information for the Mohegan Tribe and the Mohegan Gaming & Entertainment (MGE) and other owned properties.

Responsibilities include collaboration with Facility Management, Project Management, Fire Department, Public Safety, Health Department, Mohegan Cultural, Casino Gaming, Hotel and Retail support. Focus is upon the efficient and effective delivery of support services for the organizations, which, serves to ensure the integration of people, systems, place, process, and technology. Support the GIS program for the reservation.

Assist with Document Control on construction projects for long-term management of the Tribes operations. This includes filing construction documents that have a specific use for maintenance of the facility infrastructure, and those that have been released with intention and have even gone through a solid approval process for relevancy and precision.

Proficient in Windows, Autodesk Architecture, Engineering & Construction Collection, ArcMap, *Synergis Adept, Microsoft Office, Word and Excel. Experience with InfraWorks*, Navisworks and Revit and ArcMap 10.5

August 2003-March 2015 DiCesare Bentley Engineers, Inc. Groton, CT

Project Manager

- "New Retail & Multifamily Building-Parcel J" New London: created & designed site plans with sewer, water & storm sewer; pipe hydraulic and stormwater quality designs.
- "Lawrence & Memorial Cancer Center" Waterford: created and designed site plans, sewer, water, drainage, design as part of the design team; hydraulic and stormwater quality and quantity designs.
- "Haley Brook Center" Groton: created and designed site plans with sewer, water & storm sewer; pipe hydraulic and stormwater quality designs. Also all permitting, including conservation, planning and zoning.
- "Thread Mill" Stonington: created and designed site plans with sewer, water & storm sewer; pipe hydraulic and stormwater quality designs. Also all permitting, including CAM, conservation, planning and zoning.
- "Laurel & Metacomet Elementary Schools" Bloomfield: renovation and additions, worked with the Lawrence Associates (architect) in creating & designing site plans, designed municipal sewer, water & storm sewer; pipe hydraulic and stormwater quality designs.
- "Colchester PK-2": Colchester: prekindergarten to second grade school, worked with the Lawrence Associates (architect) in creating & designing site plans, municipal sewer & water, drainage, design; hydraulic and stormwater quality designs. Attended pre construction meeting as well as construction meetings throughout the project construction. Project was featured in American School & University magazine under the category "Outstanding Designs: Elementary School."
- Site investigation (test holes and perc tests) then create site plans for residential homes with onsite sewage disposal. Dock design for residential homes. Complete CT DEEP OLISP dock applications.

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July 1996-August 2003 **Gerwick-Mereen LLC Waterford, CT**

(formally D.W. Gerwick Engineering)

Civil Engineering Technician/CAD Supervisor

- "The Orchards at East Lyme" East Lyme: created road designs. Site plans, gravity and force main sewer and water design in US Rte 1 as well as for the 161 lot subdivision; assisted in permitting for conservation and planning.
- "Glen Brook Green" Waterford: created road designs and site plans for a 29 lot subdivision including sewer, water, drainage designs; hydraulic and stormwater quality & quantity designs. Also assisted permitting, including conservation, planning and zoning. This project is a national test site for the EPA Project 319.
- "Jordan Brook Dredge Analysis" Waterford: worked with survey to create existing condition bathymetry to develop grading plans for multiple dredging scenarios.

EDUCATION

1990-1993 Three Rivers Community College Norwich, CT

- A.S. Civil Engineering Technology

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MINUTES
Regular Meeting
The Board of Selectmen
April 6, 2021
5:00 PM
ZOOM Remote Phone Access Only
Meeting ID: 774 740 8879
Passcode: 123123
One tap mobile
+19292056099,,7747408879#,,,,*123123# US (New York)
+13017158592,,7747408879#,,,,*123123# US (Washington DC)

Members Present: First Selectman Robert Brule, Selectwoman Jody Nazarchyk and Selectwoman Elizabeth Sabilia.

1. **Call to order & Roll Call** First Selectman Brule called the meeting to order at 5:00 pm

2. **Pledge of Allegiance**

3. **Disposition of Assets:** Rawle Dummett, Purchasing Agent, respectfully seeks permission on behalf of the transfer station to dispose of items in accordance with Chapter 3.08.020, section 2.112.020 of the Ordnance.
    - **3a.** Three broken desks
    - **3b.** One broken clip board
    - **3c.** Two computer Monitors
    - **3d.** One HP 7600 photosmart printer
    - **3e.** One Burgundy Office Chair
    - **3f.** One Grey Office Chair
    - **3g.** One Black Office Chair

MOTION by Nazarchyk, and seconded by Sabilia, VOTING IN FAVOR: unanimous **VOTE:3-0**

4. **Disposition of Assets:** Rawle Dummett, Purchasing Agent, respectfully seeks permission on behalf of the pump station to dispose of Asset#9204030623 in accordance with Chapter 3.08.020, section 2.112.020 of the Ordnance.

MOTION by Nazarchyk, and seconded by Sabilia, VOTING IN FAVOR: unanimous **VOTE:3-0**

DISCUSSION: The actual asset is a Generator that was at the pump station. The asset shown reflects the pump station asset number as a whole. The Generator will go to auction.

5. **Fire Services-** To consider and act on a request from previous Director of Fire Services for the following in-series transfers:

Line No.	Org. Code	Object Code	Object Description	Current Budget Amount	Budget Transfer INCREASE	Budget Transfer DECREASE	Revised Budget Amount	
1	10123	52050	Dues, Conferences & Education	$ 27,605		$ 5,000	$ 22,605	
2	10123	52060	Heating Oil	$ 6,361		$ 6,000	$ 361	
3	10123	52320	Fire Hydrants	$ 231,796		$ 6,252	$ 225,544	
4	10123	52372	Insurance	$ (17,252)	$ 17,252		$	#1
5	10123	52379	Hose Testing & Repairs	$ 2,286.00		$ 2,138.00	$ 147	
6	10123	52367	Pump Testing Services	$ 1,625.00		$ 1,600.00	$ 25	
7	10123	52377	SCBA Testing & Repairs	$ (3,638.00)	$ 3,638.00		$	#2
8	10123	53021	Consumable Supplies	$ 4,228.00		$ 1,068.00	$ 3,160	
9	10123	53113	Responder Awards	$ 4,462.00		$ 3,700.00	$ 762	
10	10123	53020	Other Supplies	$ (4,768.00)	$ 4,768.00		$	#3
11	10123	53090	Fuels & Lubricants	$ 16,266.00		$ 4,562.00	$ 11,704	
12	10123	53070	Auto Repairs	$ (4,562.00)	$ 4,562.00		$	#4
13	10123	54218	Firefighting Equipment	$ 13,166.00		$ 1,149.00	$ 12,017	
14	10123	54220	Radio/Emergency Lights	$ (1,149.00)	$ 1,149.00		$	#5
15	10123	54218	Firefighting Equipment	$ 12,017.00		$ 1,979.00	$ 10,038	
16	10123	54222	Rescue Truck Equipment	$ (1,979.00)	$ 1,979.00		$	#6

MOTION by Nazarchyk, and seconded by Sabilia, VOTING IN FAVOR: unanimous **VOTE:3-0**

6. **Public Works-** Gary Schneider, Director of Public Works request to consider and act on the Eversource Energy Agreement for permanent resurfacing and restoration of Waterford Town roads listed in the agreement.

MOTION by Nazarchyk, and seconded by Sabilia, VOTING IN FAVOR: unanimous **VOTE:3-0**

Discussion: Working with local companies and planning to begin in July 2021.

7. **Utility Commission**-Neftali Soto, Director of Utility Commission request to consider and act on the appropriation of funding designated under LI 20531-57816 for the rehab of the HVAC system at the Evergreen pumping station and at the Harvey Avenue pumping station in the amount of $1,050,000.

Amendment made to consider and act on the appropriation of $506,000 not $1,050,000.

MOTION by Sabilia, and seconded by Nazarchyk, VOTING IN FAVOR: unanimous **VOTE:3-0**

8. **Eastern Connecticut Conservation Commission (ECCD)** request to consider and act on the Memorandum of Understanding between the Town of Waterford and the ECCD regarding installations of storm water improvement practices under the Clean Water Act.

MOTION by Sabilia, and seconded by Nazarchyk, VOTING IN FAVOR: unanimous **VOTE:3-0**

Amendment subject to Town Attorney request for term change in Memorandum of Understanding ending no later than 2025.

9. **Correspondence:**
   9a. Confirmation of the State of Connecticut award of rehabilitation to Crossroads.

10. **New Business**
    Veterans 2nd vaccine tomorrow at the Town Hall
    Food Drive to be scheduled before April 21st.

11. ***Consent Agenda***
    11a. Tax refund
    11b. Meeting Minutes March 16, 202-Approved

12.Executive Session

12a. Pending litigation of Family Medical Leave Act Claim

Robert Brule, First Selectman, hereby moves that the Board of Selectmen, Human Resource Director, Town Attorney Rob Avena and Labor Counsel Eileen Duggan go into Executive session regarding Pending litigation of Family Medical Leave Act Claim at 5:43pm.

MOTION by Sabilia, and seconded by Nazarchyk, VOTING IN FAVOR: unanimous **VOTE:3-0**

Returning from Executive Session at 6:00pm, no action taken, no notes and no votes.

Adjournment- MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to adjourn at 6:01 pm. VOTING IN FAVOR; unanimous, **VOTE:3-0**

Respectfully Submitted,

Cindy C Dupointe

Cindy Dupointe
Recording Secretary

MINUTES
BOARD OF SELECTMEN
Regular Meeting
April 20, 2021
5:00 P.M.
ZOOM via Phone Access Only

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

Meeting ID: 829 6575 4470
Passcode: 495527
One tap mobile
+13017158592,,82965754470#,,,,*495527# US (Washington DC)
+13126266799,,82965754470#,,,,*495527# US (Chicago)

Members Present: First Selectman Robert Brule and Selectwoman Elizabeth Sabilia, and Selectwoman Jody Nazarchyk.

1. **Call to Order & Roll Call** First Selectman Brule called the meeting to order at 5:00 pm.

2. **Pledge of Allegiance**

3. **Public Comment:**

Fire Chief Ukleja stated he would like to understand the budget process. Further reporting that a vehicle from the Quaker Hill Fire Department had been in an accident but cannot be repaired due to a process that is expected, but needs further information.

4. **Public Works:** To Consider an act of the following request for In-Series Transfers from Public Works Director, Gary Schneider.

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	51530	Refuse Collection	$ 292,464.00	$ 54,242	$ 37,000		$ 91,242
1	10130	51520	Highway Maintenance	$ 984,189.00	$ 302,883		$ 37,000	$ 265,883
2	10130	52050	Dues, Conferences & Education	$ 1,960	$ (1,023)	$ 1,025		$ 2
2	10130	52460	Street Lights	$ 90,000.00	$ 45,232		$ 1,025	$ 44,207
3	10130	52100	Electricity	$ 25,400	$ (8,615)	$ 15,000		$ 6,385
3	10130	52090	Fuel Oil	$ 41,100	$ 28,341		$ 15,000	$ 13,341
4	10130	53030	Supplies	$ 17,500	$ (147)	$ 5,000		$ 4,853
4	10130	53300	Highway Materials	$ 235,000.00	$ 40,273		$ 5,000	$ 35,273
					TOTAL	58,025.00	58,025.00	

Explanation:

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

5. **Disposition of Town Property** (Ordinance, Chapter 2.112.020):

5a. Disposition of Asset 2004 325-XLBMW: To consider an act on a recommendation from Rawle Dummett, Purchasing Agent, on behalf of Chief Brett Mahoney, for surplus disposal of 2004 BMW 325-XL.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as read and stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

5b. Disposition of Asset H1 Hyster Forklift asset #001886: To consider an act on a recommendation from Rawle Dummett, Purchasing Agent, on behalf of Public Works Director, Gary Schneider, for disposal of H1 Hyster Forklift.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

5c. Disposition of Asset Layton Paving Machine asset #101410: To consider an act on a recommendation from Rawle Dummett, Purchasing Agent, on behalf of Public Works Director, Gary Schneider, for disposal of Layton Paving Machine acquired in 1977.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

5d. Disposition of Asset: To consider an act on a recommendation from Rawle Dummett, Purchasing Agent, on behalf of Finance Director, Kim Allen, to dispose of an aged and broken filing cabinet, no asset# identified.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6. *Appointments and Resignations:*

6a. To consider an accept the resignation from Joe Bunkley (R) from the Planning and Zoning Commission for the term of 11/15/19 – 11/14/24

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6b. To consider an act on the recommendation to appoint Karen Barnet (R) to the Planning and Zoning Commission to fill the term 11/15/19-11/14/24. (Currently an Alternate for P&Z Commission)

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6c. To consider an act on the recommendation to re-appoint Gregory Massad (R) to the Planning and Zoning Commission to fill the term from 11/15/20 – 11/14/25.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6d. To consider an act on the recommendation to appoint Cathy Barnard to the Eastern Connecticut Tourist District Committee to fill the term from 3/3/2021-3/2/2024.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6e. To consider an act on the recommendation to re-appoint Jane Adams (D) to the Harbor Management Commission to fill the term from 2/17/2020-2/16/2023.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6f. To consider an act on the recommendation to re-appoint Robert DeRosa (R) to the Harbor Management Commission to fill the term from 2/17/2021-2/16/2024.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6g. To consider an act on the recommendation to re-appoint James Hamsher (R) to the Harbor Management Commission to fill the term from 2/17/2021-2/16/2024.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6h. To consider an act on the recommendation to re-appoint Gregory Crocker (U) as an alternate to the Harbor Management Commission to fill the term from 2/17/2021-2/16/2024.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6i. To consider an act on the recommendation to re-appoint Lisa Cappuccio as the Municipal Agent for the Elderly to fill the term from 3/31/2021-3/30/2025.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6j. To consider an act on the recommendation to re-appoint Dani Gorman as the Municipal Agent for Children to fill the term from 6/2/2018 to 5/31/2022.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

7. Correspondence:

8. New Business

Food Drive May 15th
Garden Club May 8th Plant sale
Blood Drive May 6th instead of May 7th
Cathy Lupien Father's artwork is now displayed (two additional artists reached out)
Planning a Parade for Seniors, coordinating, planning, permits dates, ideas are all a working process to see if feasible.

Waterford Town Rob Avena reported the need to re-assess the need for Executive Orders/Municipal Emergency Committee

9. Consent Agenda:

9a Tax Refund in the total of $6,883.52

10. Adjournment: There being no further business to come before the Board, and upon a motion made by Ms. Nazarchyk and seconded by Ms. Sabilia, the Meeting of the Board of Selectmen was adjourned at 5:58 pm.

Respectfully Submitted,

Cindy C Dupointe

Cindy Dupointe

MINUTES
BOARD OF SELECTMEN
Regular Meeting
May 4, 2021
5:00 P.M.
ZOOM via Phone Access Only

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

Meeting ID: 820 4425 9996
Passcode: 660140
One tap mobile
+19292056099,,82044259996#,,,,*660140# US (New York)
+13017158592,,82044259996#,,,,*660140# US (Washington DC)

Members Present: First Selectman Robert Brule and Selectwoman Elizabeth Sabilia, and Selectwoman Jody Nazarchyk.

1. **Call to Order & Roll Call** First Selectman Brule called the meeting to order at 5:00 pm.

2. **Pledge of Allegiance**

3. **Public Comment:** No Public Comment

4. **Department of Public Works:** BID AWARD - To consider and act on a recommendation from Rawle Dummett, Purchasing Agent, on behalf of Gary Schneider, for the Bid Waiver-Reclamation of Roads, in the amount of $47,220, from line item 20530-57855.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

5. **Disposition of Town Property** (Ordinance, Chapter 2.112.020):

5a. Disposition of Assets: To consider an act on a recommendation from Rawle Dummett, Purchasing Agent, on behalf of Jeffrey Lathrop, Acting Director of Fire Services, for surplus disposal of (1) wood cutting rescue master blade.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

5b. Disposition of Assets: To consider an act on a recommendation from Rawle Dummett, Purchasing Agent, on behalf of Jeffrey Lathrop, Acting Director of Fire Services, for surplus disposal of (2) Red LED ball w/tinted lens and fork type wire connectors.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

5c. Disposition of Assets: To consider an act on a recommendation from Rawle Dummett, Purchasing Agent, on behalf of Jeffrey Lathrop, Acting Director of Fire Services, for surplus disposal of (2) Amber LED ball w/tinted lens and fork type wire connectors.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

5d. Disposition of Assets: To consider an act on a recommendation from Rawle Dummett, Purchasing Agent, on behalf of the Board of Education, for disposal of old BOE 2, 2005 Ford Econoline, VIN# 1FDWE35L75HA78392.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

5e. Disposition of Assets: To consider an act on a recommendation from Rawle Dummett, Purchasing Agent, on behalf of the Board of Education, for disposal of old BOE 14, 2013 Dodge Grand Caravan, VIN# 2C4RDGBG9DR602549.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

5f. Disposition of Assets: To consider an act on a recommendation from Rawle Dummett, Purchasing Agent, on behalf of the Board of Education, for disposal of old BOE 13, 2013 Dodge Grand Caravan, VIN# 2C4RDGBGXDR755957.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-**

6. Appointments and Resignations:

6a. To consider an act on the recommendation to re-appoint Robert Nye (D) to be the Municipal Historian to fill the term from 9/14/20 – 9/13/23.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6b. To consider an act on the recommendation to re-appoint Vivian Brooks (U) to be the Assistant Municipal Historian to fill the term from 9/14/20 – 9/13/23.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

6c. To consider an act on the recommendation to re-appoint Debra Walters (U) to be the liaison to the Historical Society to fill the term from 11/1/20 – 10/31/25.

*****MOTION TO AMMEND 6C by Sabilia*****
6c. To consider an act on the recommendation to re-appoint Debra Walters (U) to the Historical Properties Commission to fill the term from 11/1/20 – 10/31/25.

MOTION by Nazarchyk, and seconded by Sabilia to approve the request as stated, VOTING IN FAVOR: unanimous **VOTE:3-0**

7. Correspondence: NA
8. New Business
Food Drive May 15th at the Town Hall
9. Consent Agenda:
9a Tax Refund-NA

10. Adjournment: There being no further business to come before the Board, and upon a motion made by Ms. Nazarchyk and seconded by Ms. Sabilia, the Meeting of the Board of Selectmen was adjourned at 5:21 pm.

Respectfully Submitted,

Cindy Dupointe