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MINUTES

LEGISLATION & ADMINISTRATION STANDING COMMITTEE OF THE RTM PUBLIC HEARING & SPECIAL MEETING

Monday, March 30, 2026

6:00 P.M. - Waterford Town Hall, Louise Appleby Room

RECEIVED FOR RECORD
WATERFORD, CT
2026 APR - 11 P 12:56
ATTEST: *David L. Campo*
TOWN CLERK

The March 30, 2026 Public Hearing of the Legislation & Administration Standing Committee of the RTM was called to order by Chairperson Erica Casper at 6:00 P.M.

ROLL CALL

Present: Erica Casper, Mary Childs, Emmy Franklin, Paul Goldstein, Danielle Steward-Gelinas

Absent: None

Also Attending: Town Clerk David L. Campo, Town Attorney Kristi Kelly, RTM Moderator Susan Driscoll, RTM Member Tim Sullivan, RTM Member JoAnna Bennett, Purchasing Agent Shea Davy

The Public Hearing opened at 6:00 P.M. in regard to the Waterford Code of Ordinances proposed amendments to **Section 3.08.030 Purchase categories – Bids/proposals required – Specifications authorized.**

PUBLIC COMMENT: None

Public hearing closed at 6:10 PM

MOTION by Franklin, seconded by Childs to adjourn at 6:10 PM

VOTING IN FAVOR: Unanimous

The March 30, 2025 Special Meeting of the Legislation & Administration Standing Committee of the RTM was called to order by Chairperson Erica Casper at 6:11 P.M.

ROLL CALL

Present: Erica Casper, Mary Childs, Emmy Franklin, Paul Goldstein, Danielle Steward-Gelinas

Absent: None

Also Attending: Town Clerk David L. Campo, Town Attorney Kristi Kelly, RTM Moderator Susan Driscoll, RTM Member Tim Sullivan, RTM Member JoAnna Bennett, Purchasing Agent Shea Davy

PUBLIC COMMENT: None

AGENDA ITEM 3: Minutes

MOTION by Steward-Gelinas, seconded by Childs, to approve the minutes from the March 19, 2026 meeting as presented.

VOTING IN FAVOR: Unanimous

AGENDA ITEM 4: review of **Section 3.08.030 Purchase categories – Bids/proposals required – Specifications authorized.**

Brief discussion concerning the process. It was noted that an indentation would be needed just prior to “Public competitive bidding” to stay consistent with the Waterford Code of Ordinances. Town Attorney Kristi Kelly noted it was non-substantive and did not require a motion.

MOTION by Steward-Gelinas, seconded by Goldstein, to open discussion in regard to review of **Section 3.08.030 Purchase categories – Bids/proposals required – Specifications authorized.**

VOTING IN FAVOR: Unanimous

MOTION by Steward-Gelinas, seconded by Franklin, to report the issue out of committee with a recommendation to adopt the revised ordinance **Section 3.08.030 Purchase categories – Bids/proposals required – Specifications authorized** to reflect Public Act 25-92. (See Attachment)

VOTING IN FAVOR: Unanimous

MOTION by Steward-Gelinas, seconded by Goldstein, to adjourn at 6:20 P.M.

VOTING IN FAVOR: Unanimous

Respectfully submitted,
Erica Casper
Chairperson



Substitute Senate Bill No. 1184

Public Act No. 25-92

***AN ACT INCREASING THE THRESHOLD FOR SEALED BIDDING
ON CERTAIN MUNICIPAL CONTRACTS.***

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Subsection (a) of section 7-148v of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2025*):

(a) Notwithstanding the provisions of any municipal charter or any special act to the contrary, any municipality may, by ordinance, establish requirements for competitive bidding for the award of any contract or the purchase of any real or personal property by the municipality. Such ordinance may provide that, except as otherwise required by any provision of the general statutes, sealed bidding shall not be required for contracts or purchases having a value less than or equal to an amount established in the ordinance, which amount shall not be greater than [twenty-five] thirty-five thousand dollars. Nothing in this section shall be deemed to invalidate any ordinance enacted by a municipality prior to October 1, 1989. Nothing in this section and no ordinance adopted pursuant to this section shall be construed to limit the ability of a municipality to enter into a contract pursuant to section 4a-53a.

Substitute Senate Bill No. 1184

Governor's Action:
Approved July 1, 2025

3.08.030 - Purchase categories—Bids/proposals required—Specifications authorized.



~~A.~~ Public competitive bidding and purchases of material and equipment and services will be established and administered, pursuant to CGS § 7-148v(a), at the following level:

- ~~1A.~~ For purchases exceeding ~~thirtytwo~~ five thousand dollars, a formal bid process is required as authorized in subsection B of Section 3.08.020 and Section 3.08.040.
- ~~2B.~~ ~~For purchases less than or equal to Under thirtytwo~~ five thousand dollars, the town purchasing agent's operating rules shall govern ~~all other the~~ purchasing transactions, and may allow for local vendor preferences as established under the operating rules.

~~(R.T.M. XX-XX-XX; Amend. of 4-5-21; Amend. of 12-18-18(1); Amend. of 10-7-13; Amend. of 6-1-15(1); R.T.M. 10-6-97 (part); R.T.M. 12-5-94 (part); R.T.M. 6-6-88; R.T.M. 4-4-88; prior code § 2-39)~~

3.08.030 - Purchase categories—Bids/proposals required—Specifications authorized.

- Public competitive bidding and purchases of material and equipment and services will be established and administered, pursuant to CGS § 7-148v(a), at the following level:
- A. For purchases exceeding thirty-five thousand dollars, a formal bid process is required as authorized in subsection B of Section 3.08.020 and Section 3.08.040.
 - B. For purchases less than or equal to thirty-five thousand dollars, the town purchasing agent's operating rules shall govern the purchasing transactions, and may allow for local vendor preferences as established under the operating rules.

(R.T.M. 4-6-26; Amend. of 4-5-21; Amend. of 12-18-18(1); Amend. of 10-7-13; Amend. of 6-1-15(1); R.T.M. 10-6-97 (part); R.T.M. 12-5-94 (part); R.T.M. 6-6-88; R.T.M. 4-4-88; prior code § 2-39)