FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

MINUTES
BOARD OF SELECTMEN REGULAR MEETING
Tuesday, July 22, 2025
5:00 PM
Waterford Town Hall (Appleby)

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

1. **Call to Order & Roll Call:** 5:00 PM
   In Attendance: First Selectman, Robert Brule; Selectman, Rich Muckle and Selectman, Greg Attanasio
   Absent: N/A

2. **Pledge of Allegiance**
3. **Public Comment:**
   - Sue Driscoll – July 22 Motion Item 16a – handout given at meeting
   - Ursula Moreshead – Oswegatchie Fire Station
   - Ted Olynciw – Oswegatchie Fire Station – handout given at meeting

4. **Board of Education:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of Joe Mancini, Director of Finance and Operations, to award Prime Electric, in the amount of $194,716. Funds will be available from line #20560-57842 (School Security).

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

5. **Board of Education:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of Joe Mancini, Director of Finance and Operations, to award MRF Fence LLC, in the amount of $42,200. Funds will be available from line #20560-57842, (School Security).

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

6. **Board of Education:** To consider and act on a request for an appropriation, from designated line #20560-57893 (Great Neck Field Improvement), from the

Director of Finance and Operations, Joe Mancini, in the amount of $278,500 and forward on to the Board of Finance if approved.

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

7. **Board of Education:** To consider and act on a request for an additional appropriation from the Director of Finance and Operations, Joe Mancini, in the amount of $71,500, to account #25060-57893 (Great Neck Field Improvement) and forward on to the Board of Finance if approved.

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

8. **Police Department:** To consider and act on a request for a FY25 additional appropriation from the Chief of Police, Marc Balestracci, in the amount of $7,113, for an employee payout, to line #10129-51420 (Patrol) and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio to amend and change "FY25" to "FY26" VOTE 3-0

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

9. **Police Department:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Chief of Police, Marc Balestracci, for surplus disposal of the following items as they have outlived their usefulness:

    - (4) singlewide four-drawer file cabinets
    - (3) Brother typewriters

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

10. **Fire Department:** To consider and act on the following request for a FY25 In-Series Transfer from the Director of Fire Services, Christopher Haley, in the amount of $2,000 to cover new turnout gear for 2 new hires.

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

11. **Southwest School:** To consider and act on ratifying a previous action by the First Selectman to extend the closing date in an earlier approved Purchase and Sale Agreement for the transfer of approximately 15 acres of the Southwest School property from the Town of Waterford to LEARN, a nonprofit regional education center, from August 1, 2024 to August 1, 2025.

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

12. **Southwest School:** To consider and act on authorizing the First Selectman to further extend the closing date on the Southwest School property transfer referenced in item 11 above from August 1, 2025 to December 31, 2025.

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

13. **Southwest School:** To consider and act on a request by LEARN, through its attorneys, to amend the Purchase and Sale Agreement referenced in items 11 and 12 above to modify the purchase price from $1.00 to $770,000 to enable LEARN to utilize its state funding to cover the approximate cost of the Town's building permit fees associated with the project, and to forward said proposed amendment to the Representative Town Meeting.

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

14. **Recreation & Parks:** To consider and act on a request by the Director of Recreation & Parks, Ryan McNamara, to appropriate funds from account # 20537-57735, Leary Park Road/Parking Lot, in the amount of $20,000 to support plan development for drainage assessments and accessibility improvements to the lower portions of Leary Park.

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

15. **Recreation & Parks:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Director of Recreation & Parks, Ryan McNamara, for surplus disposal of a Canon Copier Asset #100118, as it is no longer needed. Also requested to reassign a Ricoh Copier, ID #5290846, to Recreation & Parks from Youth and Family Services Department.

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

16. **Appointments & Resignations:**

    16a. To consider and act on the appointment of Robert E. Kyne Jr. (R) to the Recreation & Parks Commission to fill the term of 9/1/22-8/31/25 as a Member.

MOTION by Muckle, seconded by Attanasio to amend and update verbiage to show whom Robert is taking over for effective immediately "appoint Robert E. Kyne Jr to serve on the Recreation & Parks Commission for the remainder of the 9/1/22-8/31/25 term following the resignation of James Gregg." VOTE 3-0

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

17. **New Business: NONE**
18. **Old Business: NONE**

19. **Correspondence:**

19a. Letter from Ted Olynciw regarding Oswegatchie Fire House

20. **Consent Agenda**

20a. Tax Refund: To approve and act on repayment of tax refund in the amount of $4,004.87

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

20b. Board of Selectmen Regular Meeting Minutes July 8, 2025

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

21. **Adjournment:** 6:13 PM

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

Public Comment Handout: Sue Driscoll

July 22 Motion for Item 16a:

Move to correct the error in the Board's action of July 8 (Item 13a) and appoint Robert E. Kyne Jr to serve on the Recreation & Parks Commission for the remainder of the 9/21/22 – 8/31/25 term following the resignation of James Gregg.

July 21, 2025

Board of Selectmen,

Town of Waterford

Waterford, CT 06385

Re: The role of the Oswegatchie Fire House Building Committee

Dear Member of the Board of Selectmen,

At the July 17, 2025 meeting of the Building Committee some members were still uncertain about what specific action the Building Committee was authorized to do by the RTM.

After reviewing the RTM meeting minutes, I have written to Mr. Robert Tuneski, Chairman of the Oswegatchie Fire House Building Committee, dated 7/20/2025, summarizing the facts. See attached.

Sincerely,

Ted Olynciw, RTM District 2 Rep. & member of the Oswegatchie Fire House Building Committee

Encl:

July 20, 2025

Mr. Robert Tuneski, Chairman

Oswegatchie Fire House Building Committee

Town of Waterford, CT 06385

Dear Chairman and Members of the Building Committee,

I have reviewed the meeting minutes of the RTM and determined what the Building Committee was authorized to perform.

On February 6, 2023 the RTM, under Call Item #6, a motion was made by Steward-Gelinas and seconded by Bono that the fire house be "replaced with a new building". Before a vote was taken Steward-Gelinas and Muckle amended the motion to add the words "repaired and or" prior to the word "replaced". Motion, as amended, passed. Exhibit A

On April 6, 2024 I send a letter to the RTM stating that there was some confusion regarding what the RTM actually approved for Call Item #6. Exhibit B

At the April 8, 2024 meeting my letter was discussed and the clarification was stated as follows: "**clarified that repairs to the current Fire Station could happen during the course of replacement"**.

I hope that the above clarifies the intentions of the RTM.

Downs Construction submitted a conceptual detailed conceptual estimate of about $8 million dollars to remodel the existing fire house to its as-new condition.

I handed to the Committee, at the July 17th meeting, my conceptual estimate to correct the roofing, structural, asbestos encapsulation, acoustic ceiling, drywall, plumbing and new HVAC system. I will be sharing my estimate with the B.O.S. AND B.O.F.

Ted Olyncin

Ted Olynciw, Member

A

FIFTEEN ROPE FERRY ROAD
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MINUTES (*Amended)
REPRESENTATIVE TOWN MEETING
Regular Meeting
February 6, 2023

Moderator Paul Goldstein called the February 6, 2023 Regular Meeting of the Representative Town Meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE
Members remained standing for a moment of silence to recognize the loss of Waterford Police Officer Adam Lapkowski, Clark Lane Middle School Teacher Chris Wicklund, and Board of Selectmen Member Jody Nazarchyk.

ROLL CALL
PRESENT: Greg Attanasio (7:05 P.M.), Michael Bono, Jennifer Bracciale, Mary Childs, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Timothy Fioravanti, Steven Garvin, Nick Gauthier, Kevin Girard, Paul Goldstein, Kristin Gonzalez, Ryan Healy, Richard Holmes, Lindsay Khan, Jennifer Kohl, Cheryl Larder, Richard Muckle, Theodore Olynciw, Dan Radin, Michael Rocchetti, Danielle Steward-Gelinas, David Sugrue, David Welch.
ABSENT: None
EX-OFFICIO MEMBERS PRESENT: Chair of the Board of Finance Glenn Patterson.
EX-OFFICIO MEMBERS ABSENT: First Selectman Robert J Brule, Chair of the Board of Education Pat Fedor Selectman Elizabeth Sabilia.
ALSO PRESENT: Town Clerk David L. Campo; Town Treasurer Abbas Danesh; Town Attorney Nicholas Kepple; Finance Director Kim Allen.

AGENDA ITEM C – December 5, 2022 Minutes
MOTION by Steward-Gelinas, seconded by Bono, to approve the December 5, 2022 Minutes with the following corrections noted by Town Clerk Campo: RTM Member Childs only voted in favor of the REDUCTION in CALL ITEM 14 and only voted against the ORIGINAL MOTION in CALL ITEM 14.
MOTION PASSED: Unanimous

CORRESPONDENCE
Items received were letters of recommendation (BAA) from the Republican Town Committee, letters of recommendation (Ethics) from the Republican Town Committee and Democratic Town Committee, additional back up for items 7 & 8, updated budget schedule, letter from Moderator Goldstein to other boards, American Rescue Plans Quarterly Report.

* The friendly Amendment in ITEM 6 was offered by Representative Larder. A copy of Chapter 2.88 of the Waterford Code of Ordinances should have been attached to support ITEM 6.

PUBLIC COMMENT:
Waterford Resident and Oswegatchie Firehouse Life Member Wayne Gilpin, 6 Albacore Dr, spoke in support of an immediate creation of an Oswegatchie Firehouse Building Committee in order to facilitate replacement.

AGENDA ITEM F
Michael Bono; Chairman of the Public Health, Recreation & Environment
Standing Committee of the RTM; noted that his group has met and is expecting to present a recommendation to the RTM at the April Meeting.
Timothy Condon, Chairman of the Public Protection & Safety Standing Committee of the RTM, notified the body that a draft of the volunteer fire services proposed stipends was available online.

CALL ITEM 1 – Updating/Renovating Evidence Room and Armory
PRESENTATION: Chief of Police Marc Balestracci, Lieutenant David Ferland.
MOTION by Steward-Gelinas, seconded by Bono, to approve a recommendation from the Board of Finance for an additional appropriation in the amount of **$86,016** from Capital Undesignated Line #205-31520 for updating/renovating the evidence room and armory at the Police Department.
RTM Member Driscoll requested a friendly amendment which was accepted to add in "to fund a new project to update and renovate" in place of "for updating/renovating".
Discussion ensued.
MOTION PASSED: Unanimous

CALL ITEM 2 – Radio Communications
PRESENTATION: Chief of Police Marc Balestracci, Director of Fire Service Michael Howley, Director of Emergency Management Steven Sinagra.
MOTION by Steward-Gelinas seconded by Driscoll, to approve a recommendation from the Board of Finance for an appropriation in the amount of **$239,729** from Capital and Non-recurring designated Line **#20522-57794 (i.e., Radio Communications).**
Discussion ensued.
MOTION PASSED: Unanimous:

CALL ITEM 3 – *Sewer Interceptor Easement Access*
PRESENTATION: Director of the Utility Commission James Bartelli, Assistant Director of the Utility Commission Jill Stevens
MOTION by Steward-Gelinas, seconded by Muckle, to approve a recommendation from the Board of Finance for an additional appropriation in the amount of **$250,000** to fund a new project titled **"Contract#1 Sewer Interceptor Easement Access"**. Appropriated funds for this project will be made available by transferring $250,000 from the Unassigned Balance of the General Fund to a project line to be created within the Capital Improvement Project Fund.
Discussion ensued.
MOTION PASSED: Unanimous

CALL ITEM 4: Clark Lane Chiller Replacements
PRESENTATION: Superintendent of Schools Thomas Giard, BOE Director of Finance Joe Mancini, BOE Director of Buildings and Grounds James Miner.

* The friendly Amendment in ITEM 6 was offered by Representative Larder. A copy of Chapter 2.88 of the Waterford Code of Ordinances should have been attached to support ITEM 6.

MOTION by Steward-Gelinas, seconded by Dembek, to approve a recommendation from the Board of Finance for an additional appropriation in the amount of **$802,000** to fund a new project titled **"Clark Lane Middle School Chiller Replacements"**. Appropriated funds for this project will be made available by transferring $802,000 from the Unassigned Balance of the General Fund to a project line to be created within the Capital & Non-recurring Expenditure Fund.
Discussion ensued.
MOTION PASSED: Unanimous

CALL ITEM 5 – Auditorium Meeting Room Updates
PRESENTATION: Information Technology Manager Jeff Robillard
MOTION by Steward-Gelinas, seconded by Muckle, to approve a recommendation from the Board of Finance for an additional appropriation in the amount of **$272,000** to fund a new Capital project titled **"Auditorium Meeting Room Updates"**. Appropriated funds for this project will be made available by transferring $272,000 from the Unassigned Balance of the General Fund to a project line to be created within the Capital Improvements Project Fund.
Discussion ensued.
MOTION by Gauthier, seconded by Childs, to amend the motion by reducing the amount from $272,000 to $175,000.
Discussion ensued.
MOTION by Muckle, seconded by Sugrue, to close debate on the motion to amend.
VOTING IN FAVOR: Attanasio, Bono, Bracciale, Condon, Dembek, Garvin, Goldstein, Healy, Holmes, Muckle, Radin, Rocchetti, Steward-Gelinas, Sugrue.
VOTING AGAINST: Childs, Driscoll, Fioravanti, Gauthier, Girard, Gonzalez, Khan, Kohl, Larder, Olynciw, Welch.
MOTION TO CLOSE DEBATE FAILED: 14-11-0 (2/3rds needed to close)
Further discussion ensued.
VOTING IN FAVOR OF AMENDMENT: Childs, Driscoll, Gauthier, Olynciw.
VOTING AGAINST AMENDMENT: Attanasio, Bono, Bracciale, Condon, Dembek, Fioravanti, Garvin, Girard, Goldstein, Gonzalez, Healy, Holmes, Khan, Kohl, Larder, Muckle, Radin, Rocchetti, Steward-Gelinas, Sugrue, Welch.
MOTION TO AMEND FAILED: 4-21-0
MOTION by Driscoll, seconded by Gauthier, to table until next meeting.
VOTING IN FAVOR TO TABLE: Attanasio, Childs, Driscoll, Fioravanti, Gauthier, Gonzalez, Khan, Kohl, Larder, Olynciw.
VOTING AGAINST TO TABLE: Bono, Bracciale, Condon, Dembek, Garvin, Girard, Goldstein, Healy, Holmes, Muckle, Radin, Rocchetti, Steward-Gelinas, Sugrue, Welch.
MOTION TO TABLE FAILED: 10-15-0
VOTING IN FAVOR OF ORIGINAL MOTION: Bono, Condon, Dembek, Garvin, Girard, Goldstein, Healy, Holmes, Muckle, Rocchetti, Steward-Gelinas, Sugrue, Welch.
VOTING AGAINST ORIGINAL MOTION: Attanasio, Bracciale, Childs, Driscoll, Fioravanti, Gauthier, Gonzalez, Khan, Kohl, Larder, Olynciw, Radin.
ORIGINAL MOTION PASSED: 13-12-0

CALL ITEM 6 – Fire Station Building Committee
PRESENTATION: Ad Hoc Fire Services Review Special Committee Chairman Robert Tuneski, Director of Fire Services Michael Howley.

* The friendly Amendment in ITEM 6 was offered by Representative Larder. A copy of Chapter 2.88 of *the Waterford Code of Ordinances should have been attached to support ITEM 6.*

MOTION by Steward-Gellinas, seconded by Bono, to approve a recommendation from the Ad Hoc Fire Services Special Review Committee "that due to the extensively deteriorated condition of the Oswegatchie Fire Station, that it be replaced with a new building; and recommend that the RTM establish a building committee to oversee its design and construction" in accordance with **Chapter 2.88 – Building Committees** of the Waterford Code of Ordinances. (See Attachment)
MOTION by Steward-Gelinas, seconded by Muckle, to amend the motion by adding in "repaired and or" prior to "replaced".
Lengthy discussion ensued
FRIENDLY AMENDMENT by Larder was accepted to add in membership consisting of 2 RTM Members, 1 BOS Member, 1 BOF Member, 2 Elector Citizens, 3 Elector Fire Services.
MOTION by Muckle, seconded by Sugrue, to close debate on the motion to amend.
MOTION TO CLOSE DEBATE PASSED: 22-3-0 (Childs, Gauthier, and Larder voted against)
MOTION TO AMEND PASSED: Unanimous
ORIGINAL MOTION WITH AMENDMENTS PASSED: Unanimous

CALL ITEM 7 – Non-Union Administrative and Technical Craft Employees Wage Increase
PRESENTATION: Director of Human Resources Christine Walters.
MOTION by Steward-Gelinas, seconded by Bono, to approve the funds necessary for a wage increase of 2.25% for the Non-Union Administrative Support & Technical Craft employees effective 07/01/2022.
MOTION PASSED: Unanimous (Condon was unavailable)

CALL ITEM 8 – Registrars of Voters Wage Increase
MOTION by Steward-Gelinas, seconded by Bono, to approve a recommendation from the Finance, Wage & Personnel Standing Committee of the RTM for a one time increase of $2,420 per year and an increase in the stipend for a primary or referendum from $700 to $1000 for the Registrars of Voters.
A brief discussion ensued in regard to whether the RTM could increase the amount. Attorney Kepple advised that the RTM did not have that authority since the proposed increase was not noticed.
FRIENDLY AMENDMENT requested by Driscoll was accepted to make the motion retroactive to January 1, 2023.
MOTION WITH FRIENDLY AMENDMENT PASSED: 24-0-1 (Larder abstained)

CALL ITEM 9 – Ethics Commission Appointments
NOMINATION by Steward-Gelinas, seconded by Rocchetti, to reappoint Adam Stone, 16 Windy Ridge Pl, as a regular member of the Ethics Commission (Term 02/06/2023 – 02/03/2025)
NOMINATION by Driscoll, seconded by Attanasio, to appoint Elizabeth Ritter, 24 Old Mill Rd, as a regular member of the Ethics Commission (Term 02/06/2023 – 02/03/2025)
VOTING IN FAVOR of both nominations: Unanimous
STONE and RITTER appointed to the Ethics Commission

CALL ITEM 10 – Ethics Commission Alternate Appointments
NOMINATION by Driscoll, seconded by Gauthier, to appoint Paul Helvig, 82 Old Colchester Rd, as an alternate member of the Ethics Commission (Term 02/06/2023 – 02/03/2025)
VOTING IN FAVOR: Unanimous
HELVIG appointed to the Ethics Commission

* The friendly Amendment in ITEM 6 was offered by Representative Larder. A copy of Chapter 2.88 of the Waterford Code of Ordinances should have been attached to support ITEM 6.

CALL ITEM 11 – Personnel Review Board Appointment
MOTION by Driscoll, seconded by Gauthier, to postpone the appointment to the April Meeting.
VOTING IN FAVOR: Unanimous

CALL ITEM 12 – Retirement Commission Appointment
NOMINATION by Steward-Gelinas, seconded by Driscoll, to appoint Paul Goldstein to the Retirement Commission.
VOTING IN FAVOR: Unanimous

CALL ITEM 13 – Board of Assessment Appeals Appointment
NOMINATION by Rocchetti, seconded by Steward-Gelinas, to appoint Catherine Gonyo, 35 Pepperbox Rd, to the Board of Assessment Appeals. (Term 12/05/2022 – 12/03/2023)
NOMINATION PASSED: 24-1-0

CALL ITEM 14 – RTM Budget Hearing Schedule
MOTION by Steward-Gelinas, seconded by Rocchetti, to approve the Budget Schedule as presented with the following accepted friendly amendment by Driscoll: remove Senior Citizens Commission from Wednesday, May 10. (See Attachment)

NEW BUSINESS:

MOTION by Radin, seconded by Olynciw, for the Legislation and Administration Standing Committee of the RTM to study Public Act 22-3, AN ACT CONCERNING REMOTE MEETINGS UNDER THE FREEDOM OF INFORMATION ACT, to assess and make recommendations to the RTM about the Town's pertinent ordinances and regulations.
MOTION PASSED: Unanimous

MOTION by Gauthier, seconded by Larder, to have the Legislation and Administration Standing Committee of the RTM review the creation of an ordinance to require PUBLIC COMMENT on all agendas.
MOTION PASSED: Unanimous

MOTION by Olynciw, seconded by Larder, that we add an American Rescue Fund update to the April Meeting of the RTM.

MOTION by Condon, seconded by Gauthier, to adjourn at 10:20 P.M.

Respectfully Submitted,

* The friendly Amendment in ITEM 6 was offered by Representative Larder. A copy of Chapter 2.88 of the Waterford Code of Ordinances should have been attached to support ITEM 6.

B

April 6, 2024

RTM members,

Re: Oswegatchie Fire House Building Committee

RE: Clarification needed for Item # 6, RTM Meeting minutes dated 2/6/2023 (see attached).

It became apparent during the Building Committee on March 5, 2024 that there are two very different understandings about the motion made and approved by the RTM. I spoke with a few RTM members a few days ago and decided to bring this to your attention and seek clarification.

Specifically, the motion as amended reads as follows.

<u>"due to the extremely deteriorated condition of the Oswegatchie Fire Station that it be REPAIRED AND OR REPLACED with a new building".</u>

The two different opinions are:

1. Consider both options: repair the existing building or building a new one.

2. Design and only build an entirely new building and make repairs to the existing as needed.

I would like to hear from Representatives Steward-Gelinas, Bono and Muckle who made and seconded the amended motion, regarding their understanding of this motion so that the Building Committee can proceed accordingly.

Ted Olynciw, RTM Rep. 2nd District, and Appointee to this Building Committee

C

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Town of Waterford

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MINUTES
REPRESENTATIVE TOWN MEETING
Regular Meeting
April 8, 2024

RTM Moderator Paul Goldstein called the April 8, 2024 Annual Meeting of the Representative Town Meeting to order at 7:01 P.M.

ROLL CALL
PRESENT: Jennifer Bracciale, Mark Campo, Erica Casper, Mary Childs, Thomas J. Dembek, Susan Driscoll, Timothy Fioravanti, Nicholas Gauthier, Paul Goldstein, Ryan Healy, Christina Jessuck, Matthew Keatley, Kate MacKenzie, Shawn Monahan, Ursula Moreshead, Kayla Mullen, Kathleen Mullen Kohl, Theodore Olynciw, Danielle Steward-Gelinas, David Sugrue (Speaker Phone)
ABSENT: Kyrah Augmon-Bossa, Michael Bono, Harry Colonis, Timothy Condon, Kristen Gonzalez, Lindsay Khan
EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J Brule; Selectman Richard Muckle,
EX-OFFICIO MEMBERS ABSENT: Board of Education Chair Pat Fedor, Board of Finance Chair Glenn Patterson, Selectman Greg Attanasio
ALSO PRESENT: Town Clerk David L. Campo; Town Attorney Kristi Kelly; Director of Finance Kim Allen.

AGENDA ITEM C – February 5, 2024 Minutes
MOTION by Steward-Gelinas, seconded by Driscoll, to accept the February 5, 2024 Minutes as presented.
VOTING IN FAVOR: Unanimous

CORRESPONDENCE
The following items were received: A quarterly American Rescue Plan Report; fifteen letters from residents in regard to fields and playground that do not drain properly at Great Neck School; a letter from Kerry Sullivan voicing concerns in regard to Senior Services, Goshen Fire House staffing, and the Pleasure Beach entrance; letter from Waterford Police Chief Balestracci in regard to Vision Zero Traffic Camera Enforcement Program; a letter from resident David Welch addressing the condition of Vauxhall St Ext from Hunts Brook Rd to the Montville Town Line; a staffing report from HR Director Christine Walters; Email Correspondence from Paul Goldstein and a letter from Ted Olynciw in regard to Item 6 of the February 6, 2023 RTM meeting; a recommendation from the Democratic Town Committee for the Senior Citizens Commission; a letter from Town Attorney Nicholas Kepple in regard to Registrar of Voters compensation. Copies of correspondence can be obtained from the office of the Waterford Town Clerk.

PUBLIC COMMENT
The following residents spoke in opposition to the Data Center: Ronald Elkin, 8 Doyle Rd; Andrew Lassman, 5 Third Ave; Suzanne Mahan read a letter from the McHugh Family, 87 Cross Rd; Lynn

MacMorrow, 10 Fourth St; Caryn Kreitzer, 5 Third Ave; Tina DuBosque, 45 Wintergreen Dr; Bryan Sayles, 54 Wintergreen Dr.
The following residents spoke in favor of additional compensation for Registrar of Voters: Laurie Wolfley, 15 Anita Ave; David Campo, 3 Colonial Dr; Cheryl Larder, 26 Wiemes Ct.

The following resident spoke in regard to missing correspondence to Board of Selectman Meeting Minutes: Bryan Sayles, 54 Wintergreen Dr.
The following resident spoke in response to the letter written by Kerry Sullivan highlighting the benefits to the community the Senior Citizens Department provides: Jennifer Bracciale, 21 Konomac Ave.
The following resident expressed her appreciation for the help received from the Senior Citizens Department: Suzanne Mahan, 87 Cross Rd.
Attached please find submitted public comment. (See Attachment)

CALL ITEM 1 – Senior Citizens Commission Appointments
NOMINATION by Steward-Gelinas, seconded by Dembek, to appoint Susan Marelli, 11 Westwood Dr, as a member of the Senior Citizens Commission. (Term 04/01/2024 – 04/05/2027)
VOTING IN FAVOR: Campo, Dembek, MacKenzie, Goldstein, Healy, Jessuck, Keatley, Monahan, Steward-Gelinas, Sugrue.
VOTING AGAINST: Casper, Childs, Driscoll, Fioravanti, Gauthier, Moreshead, Mullen, Mullen Kohl, Olynciw.
Abstained: Bracciale
MARELLI appointed. 10-9-1

NOMINATION by Dembek, seconded by Bracciale, to reappoint Anita Collins, 95 Clark Lane, as a member of the Senior Citizens Commission. (Term 04/01/2024 – 04/05/2027)
VOTING IN FAVOR: 19-0-1 (Bracciale abstained)
COLLINS appointed

NOMINATION by Steward-Gelinas, seconded by Bracciale, to reappoint Anne Darling, 132A Shore Rd, as a member of the Senior Citizens Commission. (Term 04/01/2024 – 04/05/2027)
VOTING IN FAVOR: 19-0-1 (Bracciale abstained)
DARLING appointed

NOMINATION by Driscoll, seconded by Gauthier, to appoint Cheryl Larder, 26 Wiemes Ct, as a member of the Senior Citizens Commission. (Term 04/01/2024 – 04/05/2027)
Vote did not take place as all three spots were filled.

CALL ITEM 2 – Oswegatchie Fire Station Project Manager
PRESENTATION: Oswegatchie Fire Station Building Committee Chairman Robert Tuneski
Motion by Dembek, seconded by Steward-Gelinas, to approve a recommendation from the Board of Finance for an appropriation in the amount of **$306,650** from the **Unassigned General Fund Balance** to Line Item #20523-57792 for a Project Manager for the Oswegatchie Fire Station Building Committee. Friendly amendment was suggested by Driscoll and accepted to ad "subject to the signed lease

agreement".
Discussion ensued.
MOTION PASSED: 19-1-0 (Childs opposed)

CALL ITEM 3 – Beach Sticker for Waterford Employees
PRESENTATION: Recreation & Parks Director Ryan McNamara
Motion by Steward-Gelinas, seconded by Dembek, to approve a recommendation from the Recreation and Parks Commission to allow Full-Time Government Employees of the Town of Waterford who live out of town, to purchase a beach sticker for the "Resident" rate.
Friendly amendment was suggested by Driscoll and accepted to substitute "Government Employees of the Town of Waterford" with "Town of Waterford Employees"
MOTION PASSED: Unanimous

CALL ITEM 4: Registrar of Voters Compensation
PRESENTATION: Democratic Registrar of Voters Bigi Ebbin
Motion by Driscoll, seconded by Gauthier, to approve a request from the Registrar of Voters to establish Registrar of Voters compensation for additional work associated with primaries and elections due to the implementation of early voting.
Discussion ensued.
Friendly amendment offered by Steward-Gelinas and accepted by Driscoll and Gauthier: to acknowledge the use of funds from the Early Voting Grant to compensate the Registrars of Voters at their current hourly rate for work performed for the March primary and to refer the issue of increasing the Registrars' annual salary due to additional duties and functions required by the implementation of Early Voting to the Finance, Wage and Personnel Committee for consideration.
MOTION PASSED: Unanimous

CALL ITEM 5: Energy Task Force Appointment
MOTION by Steward-Gelinas, seconded by Dembek, to nominate Kate MacKenzie to the Ad Hoc Energy Task Force due to the resignation of Kevin Girard.
MOTION PASSED: Unanimous

NEW BUSINESS:
Discussion ensued in regard to a request by Tax Collector Alan Wilensky and Emergency Management Director Steven Sinagra to reschedule their budget hearings.
MOTION by Driscoll, seconded by Healy, to move Tax Collector to Monday May 6, 2024, Emergency Management to Wednesday May 8, 2024 and Retirement Commission to Wednesday May 15, 2024.
MOTION PASSED: Unanimous (See Attachment)

A brief discussion ensued about the letter and information received from RTM Member Ted Olynciw in regard to the charge of the Oswegatchie Fire Station Building Committee. It was clarified that repairs to the current Fire Station could happen during the course of replacement.

MOTION by Keatley, seconded by Fioravanti, to adjourn at 9:22 P.M.
MOTION PASSED: Unanimous

Town Clerk Campo excitedly stated "GO UCONN!"
Respectfully Submitted,
David L. Campo, Waterford Town clerk

Chapter 2.88

BUILDING COMMITTEES

Sections:

2.88.010 Establishment required.

Any planning for new municipal buildings or structures or major alterations or additions to existing municipal buildings or structures or other buildings or structures in the town for which the town is expected to appropriate funds, shall require the establishment of a building committee by the representative town meeting. Any board, commission or organizational entity of the town, including nonprofit organizations receiving town support, desiring to plan for the construction of a building or structure or plan for a major alteration or addition to an existing building or structure shall request that a building committee be established. Such request shall be in writing and shall be directed to the moderator of the representative town meeting and shall set forth the general nature of the project to be planned. The moderator shall place such request on the call of the next regular or special meeting of the representative town meeting. This chapter shall not apply to planning for projects for which funds have already been appropriated, prior to the effective date of this chapter. This section shall not apply to the board of education if the representative town meeting shall establish by ordinance a school building committee. Any building committee established under this chapter shall include representation from the agency submitting the request. (Prior code § 2-150 (a))

2.88.020 Majority representation on committee.

Any building committee established upon the request of an organizational entity with ownership of its buildings shall include majority representation from the agency submitting the request. (Prior code § 2-150 (b))

2.88.030 Duties.

A. After receiving the charge for a project, the duties of the building committee shall be:

1. Interview and hire the architect for the project;
2. Review plans and take project for approval, if necessary, to such agencies as planning and zoning commission, conservation commission, fire marshal, etc.;
3. Put the project out to bid;
4. Receive bids;
5. Monitor progress of the project, receive invoices and make necessary change orders if within the scope of the project. Authorize payment of invoices;
6. Report at least bimonthly in person or in writing to the commission or elected body (board of selectmen, representative town meeting, board of finance) by whom the building committee members for the project were appointed. Such reporting shall include, but not be limited to, the progress of the project and any change order that the committee has made;
7. Provide auditors with any necessary information.

B. The building committee and the town finance director shall be responsible for maintaining the complete financial records of the project. (R.T.M. 10-3-94 § 2)

David L. Campo, CCTC
Town Clerk

* The friendly Amendment in ITEM 6 was offered by Representative Larder. A copy of Chapter 2.88 of the Waterford Code of Ordinances should have been attached to support ITEM 6.