

**TOWN OF WATERFORD  
GENERAL FUND  
2022-2023 PROPOSED BUDGET**

DEPT/AGENCY: 10117 REPRESENTATIVE TOWN MEETING

| LINE<br>ITEM            | DESCRIPTION              | 2020/2021<br>ACTUAL<br>EXPENDED | 2021/2022<br>RTM APPROP. | 2021/2022<br>ADDITIONAL/<br>TRANSFERS | ACTUAL<br>EXPEND &<br>ENCUMB AS OF<br>1/1/22 | 2022/2023<br>DEPT/ AGENCY<br>REQUEST | 2022/2023<br>APPROVED<br>BD/COMM.<br>(12/6/21) | Department<br>Request \$<br>Increase | Department<br>Request %<br>Increase |
|-------------------------|--------------------------|---------------------------------|--------------------------|---------------------------------------|----------------------------------------------|--------------------------------------|------------------------------------------------|--------------------------------------|-------------------------------------|
|                         |                          |                                 |                          |                                       |                                              |                                      |                                                |                                      |                                     |
| <b>PERSONNEL COSTS</b>  |                          |                                 |                          |                                       |                                              |                                      |                                                |                                      |                                     |
| 51210                   | CLERICAL/TECHNICAL       | 0                               | 1                        |                                       |                                              | 1                                    | 1                                              | 0                                    | 0.00%                               |
| 51920                   | F.I.C.A                  |                                 |                          |                                       |                                              |                                      |                                                | 0                                    |                                     |
|                         | <b>SUBTOTAL</b>          | <b>0</b>                        | <b>1</b>                 | <b>0</b>                              | <b>0</b>                                     | <b>1</b>                             | <b>1</b>                                       | <b>0</b>                             | <b>0.00%</b>                        |
|                         |                          |                                 |                          |                                       |                                              |                                      |                                                |                                      |                                     |
| <b>SERVICES</b>         |                          |                                 |                          |                                       |                                              |                                      |                                                |                                      |                                     |
| 52010                   | ADVERTISING              | 5,214                           | 6,000                    |                                       | 1,557                                        | 6,000                                | 6,000                                          | 0                                    | 0.00%                               |
| 52020                   | POSTAGE                  | 0                               | 50                       |                                       |                                              | 50                                   | 50                                             | 0                                    | 0.00%                               |
| 52050                   | DUES, CONFERENCES, EDUC. | 6,426                           | 12,852                   |                                       | 12,852                                       | 12,852                               | 12,852                                         | 0                                    | 0.00%                               |
|                         | <b>SUBTOTAL</b>          | <b>11,640</b>                   | <b>18,902</b>            | <b>0</b>                              | <b>14,409</b>                                | <b>18,902</b>                        | <b>18,902</b>                                  | <b>0</b>                             | <b>0.00%</b>                        |
|                         |                          |                                 |                          |                                       |                                              |                                      |                                                |                                      |                                     |
| <b>DEPARTMENT TOTAL</b> |                          | <b>11,640</b>                   | <b>18,903</b>            | <b>0</b>                              | <b>14,409</b>                                | <b>18,903</b>                        | <b>18,903</b>                                  | <b>0</b>                             | <b>0.00%</b>                        |

**TOWN OF WATERFORD  
FY2023 BUDGET REQUEST  
REPRESENTATIVE TOWN MEETING**



## **BUDGET FUNCTION, SUMMARY, & EXPLANATION**

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

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

### **SERIES JUSTIFICATION**

#### **51000 SERIES**

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

#### **52000 SERIES**

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

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

52050 Dues Conferences and Education: Service fees to Connecticut Conference of Municipalities, which is used by all town departments. CCM does not expect an increase, but still has not formally set its rate for FY23.

#### **53000 SERIES**

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

### **BUDGETARY RESTRAINT**

We will continue to use email and the Town Courier when appropriate to help reduce postage. Advertising continues to be a primary stressor.

**TOWN OF WATERFORD  
GENERAL FUND  
2022-2023 PROPOSED BUDGET**

**DEPT/AGENCY:**

**10117**

**REPRESENTATIVE TOWN MEETING**

| LINE<br>ITEM | DESCRIPTION              | COLUMN 1                        | COLUMN 2                    | COLUMN 3                              | COLUMN 4                                     | COLUMN 5                                | COLUMN 6                          |
|--------------|--------------------------|---------------------------------|-----------------------------|---------------------------------------|----------------------------------------------|-----------------------------------------|-----------------------------------|
|              |                          | 2020/2021<br>ACTUAL<br>EXPENDED | 2021/2022<br>RTM<br>APPROP. | 2021/2022<br>ADDITIONAL/<br>TRANSFERS | ACTUAL<br>EXPEND &<br>ENCUMB AS<br>OF 1/1/22 | 2022/2023<br>DEPT/<br>AGENCY<br>REQUEST | 2022/2023<br>APPROVED<br>BD/COMM. |
|              |                          |                                 |                             |                                       |                                              |                                         |                                   |
|              | <b>PERSONNEL COSTS</b>   |                                 |                             |                                       |                                              |                                         |                                   |
| 51210        | CLERICAL/TECHNICAL       | 0                               | 1                           |                                       |                                              | 1                                       |                                   |
| 51920        | F.I.C.A                  |                                 |                             |                                       |                                              |                                         |                                   |
|              | <b>SUBTOTAL</b>          | <b>0</b>                        | <b>1</b>                    | <b>0</b>                              | <b>0</b>                                     | <b>1</b>                                | <b>0</b>                          |
|              |                          |                                 |                             |                                       |                                              |                                         |                                   |
|              | <b>SERVICES</b>          |                                 |                             |                                       |                                              |                                         |                                   |
| 52010        | ADVERTISING              | 5,214                           | 6,000                       |                                       |                                              | 6,000                                   |                                   |
| 52020        | POSTAGE                  | 0                               | 50                          |                                       |                                              | 50                                      |                                   |
| 52050        | DUES, CONFERENCES, EDUC. | 12,852                          | 12,852                      |                                       |                                              | 12,852                                  |                                   |
|              | <b>SUBTOTAL</b>          | <b>18,066</b>                   | <b>18,902</b>               | <b>0</b>                              | <b>0</b>                                     | <b>18,902</b>                           | <b>0</b>                          |
|              |                          |                                 |                             |                                       |                                              |                                         |                                   |
|              | <b>DEPARTMENT TOTAL</b>  | <b>18,066</b>                   | <b>18,903</b>               | <b>0</b>                              | <b>0</b>                                     | <b>18,903</b>                           | <b>0</b>                          |



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

# Invoice

Invoice INV303522  
Date 6/10/2021  
PO Number  
Customer No. 1377  
Payment Terms Upon Receipt

Bill To

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

| Description                    | Quantity | Price       | Amount      |
|--------------------------------|----------|-------------|-------------|
| 2021-22 MUNICIPAL SERVICES FEE | 1        | \$12,852.00 | \$12,852.00 |

APPROVED

ENDOR# 653

# 220060 FY 22

POSE PO Y X N

ACCOUNT # 10117-52050

AMOUNT \$12,852.00

SIGN *[Signature]*

DATE 7/12/21

2021 JUN 15 AM 11:01

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

Interest will be calculated at 1% per month on all amounts past due over 45 days from due date

Please remit with payment

Page 1

|                |                 |              |                 |
|----------------|-----------------|--------------|-----------------|
| Invoice Number | Customer Number | Invoice Date | Document Amount |
| INV303522      | 1377            | 6/10/2021    | \$ 12,852.00    |

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





MINUTES  
REPRESENTATIVE TOWN MEETING  
Regular Meeting  
December 6, 2021

First Selectman Robert Brule, Acting Moderator, called the December 6, 2021 Regular Meeting of the Representative Town Meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Greg Attanasio, Michael Bono, Jennifer Bracciale, Mary Childs, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Timothy Fioravanti, Steven Garvin, Nicholas Gauthier, Kevin Girard, Paul Goldstein, Kristen Gonzalez, Ryan Healy, Richard Holmes, Jennifer Kohl, Paul Konstantakis, Cheryl Larder, Richard Muckle, Theodore Olynciw, Dan Radin, Michael Rocchetti, Danielle Steward-Gelinas, David Sugrue, David Welch.

ABSENT: None

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

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

ALSO PRESENT: Town Clerk David L. Campo; Town Attorney Robert Avena; Director of Finance Kim Allen.

AGENDA ITEM C – Elect a Moderator.

NOMINATION by Steward Gelinas, seconded by Rocchetti, for Paul Goldstein to serve as Moderator for a term of one year.

A discussion arose on how the vote would be conducted for Moderator.

MOTION by Olynciw, seconded by Attanasio, to conduct vote by paper ballot rather than roll call vote.

VOTING IN FAVOR: Attanasio, Childs, Driscoll, Fioravanti, Gauthier, Gonzalez, Kohl, Konstantakis, Larder, Olynciw, Radin.

VOTING AGAINST Bono, Bracciale, Condon, Dembek, Garvin, Goldstein, Healy, Holmes, Muckle, Rocchetti, Steward-Gelinas, Sugrue, Welch, Girard.

MOTION FAILED: 11-14

NOMINATIONS CONTINUED

NOMINATION by Gauthier for Thomas Dembek.

Declined

2021 DEC -8 AM 9:38

RECEIVED BY JEFF MO  
WATERFORD CT

NOMINATION by Olynciw for Richard Muckle.

Declined

NOMINATION by Gauthier, seconded by Attanasio, for Susan Driscoll.

MOTION by Muckle, seconded by Condon, to close nominations

VOTING IN FAVOR: Unanimous.

VOTING IN FAVOR OF GOLDSTEIN: Bono, Bracciale, Condon, Dembek, Garvin, Girard, Goldstein, Healy, Holmes, Muckle, Radin, Rocchetti, Steward-Gelinas, Sugrue, Welch.

VOTING AGAINST: Attanasio, Childs, Driscoll, Fioravanti, Gauthier, Gonzalez, Kohl, Konstantakis, Olynciw

ABSTAINED: Larder

GOLDSTEIN selected as Moderator: 15-9-1

AGENDA ITEM D – October 4, 2021 Minutes, October 28, 2021 Minutes & November 29, 2021 Minutes.

MOTION by Bono, seconded by Steward-Gelinas, to approve/unapprove each set of minutes individually.

VOTING IN FAVOR: Unanimous.

MOTION by Steward-Gelinas, seconded by Driscoll, to accept the October 4, 2021 Minutes with the following correction noted by Susan Driscoll: That the review of the Information Technology Committee Ordinance under NEW BUSINESS is assigned to the "Legislation and Administration Committee".

VOTING IN FAVOR: Attanasio, Bono, Bracciale, Condon, Dembek, Driscoll, Fioravanti, Gauthier, Goldstein, Muckle, Olynciw, Radin, Rocchetti, Steward-Gelinas.

VOTING AGAINST: None

ABSTAINED: Childs, Garvin, Girard, Gonzalez, Healy, Holmes, Kohl, Konstantakis, Larder, Sugrue, Welch

MOTION PASSED: 14-0-11

MOTION by Steward-Gelinas, seconded by Sugrue, to accept the October 28, 2021 Minutes.

VOTING IN FAVOR: Attanasio, Bracciale, Condon, Dembek, Driscoll, Fioravanti, Gauthier, Goldstein, Muckle, Olynciw, Radin, Rocchetti, Steward-Gelinas.

VOTING AGAINST: None

ABSTAINED: Bono, Childs, Garvin, Girard, Gonzalez, Healy, Holmes, Kohl, Konstantakis, Larder, Sugrue, Welch

MOTION PASSED: 13-0-12

MOTION by Steward-Gelinas, seconded by Muckle, to accept the November 29, 2021 Minutes.

VOTING IN FAVOR: Attanasio, Bracciale, Condon, Dembek, Driscoll, Fioravanti, Gauthier, Goldstein, Muckle, Olynciw, Radin, Rocchetti, Steward-Gelinas.

VOTING AGAINST: None

ABSTAINED: Bono, Childs, Garvin, Girard, Gonzalez, Healy, Holmes, Kohl, Konstantakis, Larder, Sugrue, Welch

MOTION PASSED: 13-0-12

#### CORRESPONDENCE

The following three items were received and further discussion, if needed would occur under NEW BUSINESS: Letter from Waterford Resident Michele Dibuono, letter from the Economic Development Chair Dan Radin, and a letter from RTM Member Ted Olynciw. Copies of letters can be obtained by contacting the Town Clerk.

PUBLIC COMMENT

RTM Member Ted Olynciw congratulated the new members on being elected and spoke on the importance of the work of the RTM.

AGENDA ITEM G

Reports were received and are on file in the Town Clerk's office from the following committees: Public Works Planning and Development, Legislation and Administration, Long Range Fiscal Planning Committee.

AGENDA ITEM H

None

CALL ITEM 1 – Future Paving Projects

PRESENTATION: Director of Public Works Gary Schneider, Director of Finance Kim Allen.

MOTION by Steward-Gelinas, seconded by Dembek, to approve a recommendation from the Board of Finance to transfer **\$1.8 million** from the **General Operating Fund Balance** into the **Capital Non-Recurring Undesignated Fund Balance** in anticipation of future paving projects.

Discussion Ensued

VOTING IN FAVOR: Unanimous.

CALL ITEM 2 – Executive Session

MOTION by Steward-Gelinas, seconded by Driscoll, to move that the RTM, along with Interim Human Resources Director Christine Walters, First Selectman Rob Brule, Town Labor Attorney Eileen Duggan, Director of Fire Services Michael Howley, Town Attorney Robert Avena, go into executive session for the purpose of discussing strategy and/or negotiations with respect to current and pending collective bargaining with multiple bargaining units. This action is taken without prejudice to the Town's right to discuss these matters in a private meeting pursuant to Connecticut General Statutes §1-200 (2) at 7:46.

VOTING IN FAVOR: Unanimous.

MOTION by Steward-Gelinas, seconded by Muckle to come out of Executive Session with no votes at 8:18 P.M.

VOTING IN FAVOR: Unanimous.

CALL ITEM 3 – Waterford Professional Firefighters Contract

PRESENTATION: Interim Human Resource Director Christine Walters, Director of Fire Services Michael Howley, Town Labor Attorney Eileen Duggan.

MOTION by Steward-Gelinas, seconded by Condon, to approve the funds necessary to implement the Tentative Agreement between the Town of Waterford and Waterford Professional Firefighters Association Local 4629 International Association of Firefighters AFL-CIO, covering the period July 1, 2021-June 30, 2024.

Discussion ensued.

MOTION by Olynciw, seconded by Muckle, to move the question.

VOTING IN FAVOR: Bono, Condon, Dembek, Garvin, Girard, Goldstein, Healy, Holmes, Konstantakis, Larder, Muckle, Olynciw, Radin, Rocchetti, Steward-Gelinas, Sugrue, Welch

VOTING AGAINST: Attanasio, Childs, Driscoll, Fioravanti, Gauthier, Gonzalez, Kohl

ABSTAINED: Bracciale

MOTION TO MOVE PASSED: 17-7-1

VOTING IN FAVOR OF CONTRACT: Unanimous with three abstentions. (Bracciale, Garvin, Welch)  
22-0-3

CALL ITEM 4: Personnel Review Board

MOTION by Muckle, seconded by Rocchetti, to nominate Talivaldis Maidelis to serve a term of three years on the Personnel Review Board. (Term 12/01/2021 – 11/30/2024)

VOTING IN FAVOR: Unanimous

CALL ITEM 5: Personnel Review Board

MOTION by Muckle, seconded by Rocchetti, to nominate Krum Chuchev to fill a mid-term vacancy due to the resignation of Edward Murphy on the Personnel Review Board. (Term 12/01/2019 – 11/30/2022)

VOTING IN FAVOR: Unanimous

CALL ITEM 6 – Ethics Commission

MOTION by Sugrue, seconded by Rocchetti to nominate Adam Stone to fill a mid-term vacancy due to the resignation of Steve Garvin on the Ethics Commission (Term 02/01/2021 – 02/06/2023)

VOTING IN FAVOR: Unanimous

CALL ITEM 7 – Committee on Committees

MODERATOR Goldstein appointed the following members to serve on the Committee on Committees: Danielle Steward-Gelinas, Susan Driscoll, Steve Garvin, Michael Rocchetti, Ted Olynciw.

MODERATOR Goldstein called for a five minute recess.

CALL ITEM 8 – Standing Committee Assignments

MOTION by Steward-Gelinas, seconded by Rocchetti, to approve the Standing Committee Assignments of the RTM as presented by the Committee on Committees and read by Danielle Steward-Gelinas. (See Attachment)

VOTING IN FAVOR: Unanimous

CALL ITEM 9 – RTM Appointments.

MOTION by Steward-Gelinas, seconded by Rocchetti, to nominate Michael Bono to the Information Technology Committee.

MOTION by Driscoll, seconded by Kohl, to nominate Dan Radin to the Information Technology Committee.

VOTING IN FAVOR OF BOTH NOMINEES: Unanimous

MOTION by Steward-Gelinas, seconded by Driscoll, to nominate Paul Goldstein, Michael Rocchetti, Richard Muckle, Greg Attanasio, and Cheryl Larder to the Long Range Fiscal Planning Committee.

VOTING IN FAVOR OF THE NOMINEES: Unanimous

MOTION by Driscoll seconded by Radin, to nominate Theodore Olynciw to the School Building Committee. (Term 07/01/2020 – 06/30/2025)

VOTING IN FAVOR: Unanimous



**CALL ITEM 10 – Retirement Commission**

MOTION by Steward-Gelinas, seconded by Radin, to appoint Richard Muckle and Susan Driscoll to the Retirement Commission. (Term 01/01/2022 – 12/31/2023)

Friendly Amendment presented by Driscoll and accepted to change the terms to 12/06/2021 – 12/03/2023.

VOTING IN FAVOR: Unanimous

**CALL ITEM 11 – Social Services Grants Review Board**

MOTION by Steward-Gelinas, seconded by Bracciale, to appoint Thomas Dembek and Paul Konstantakis to the Social Services Grants Review Board. (Term 12/06/2021 – 12/05/2022)

VOTING IN FAVOR: Unanimous

**CALL ITEM 12 – RTM Proposed Schedule**

MOTION by Steward-Gelinas, seconded by Condon, to approve the proposed schedule as presented. (See Attachment)

VOTING IN FAVOR: Unanimous

**CALL ITEM 13 – RTM Proposed Budget**

MOTION by Steward-Gelinas, seconded by Muckle, to approve the FY23 budget in the amount of \$18,903 and forward to the Board of Selectmen for approval.

VOTING IN FAVOR: Unanimous

**NEW BUSINESS:**

Members discussed the letter from Theodore Olynciw and agreed it should be referred to as “short term rentals”.

MOTION by Driscoll, seconded by Olynciw, to refer the subject of “short term rentals” to the Public Works, Planning and Development Standing Committee of the RTM.

The letter from the Economic Development Committee Chair Dan Radin was discussed, but was not assigned to a committee.

Brief discussion in regard to the letter received from resident Michele Dibuono. First Selectman Robert Brule stated it was a personnel matter and no further discussion ensued.

Moderator Goldstein notified the body that a special meeting would be needed in early January and that the Town Clerk would be polling members by email in the future as to dates and times.

Town Clerk David Campo notified the body that the town was prepared to move forward with providing email addresses to RTM members. Discussion ensued.

MOTION by Steward-Gelinas, seconded by Condon, to adjourn at 9:36 P.M.

Respectfully Submitted,



David L. Campo, CCTC

Waterford Town Clerk

## 2021-2023 RTM Member Committee Assignments/Appointments

### Committee on Committees

*Moderator appoints at first annual meeting; minimum of 5 members; all 4 districts must be covered*

Majority Leader—Steward-Gelinas (1)

Minority Leader—Driscoll (4)

Garvin (2)

Rocchetti (3)

Olynciw (—)

### RTM Standing Committees (for duration of current RTM term)

*Prepared by Majority and Minority Leader; endorsed by Committee on Committees; approved by RTM at first annual meeting. Every member must serve on at least one standing committee; minimum of 3 members; simple majority applies. Moderator serves as ex-officio member of every committee.*

#### Legislation & Administration

R Dembek

R Muckle

R Welch

D Fioravanti

D Driscoll

#### Public Health, Recreation & Environment

R Bono

R Healy

R Bracciale

D Gauthier

D Childs

#### Public Works, Planning & Development

R Healy

R Bono

R Rocchetti

D Olynciw

D Attanasio

#### Education

R Steward-Gelinas

R Sugrue

R Holmes

D Gonzalez

D Konstantakis

U Radin

#### Finance, Wage & Personnel

R Girard

R Rocchetti

R Steward-Gelinas

D Larder

D Kohl

#### Public Protection & Safety

R Dembek

R Condon

R Garvin

D Driscoll

D Fioravanti

2021 DEC - 7 PM 12: 36

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