

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

DEPT/AGENCY: 10103 BOARD OF FINANCE

LINE ITEM	DESCRIPTION	2020/2021 ACTUAL EXPENDED	2021/2022 RTM APPROP.	2021/2022 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/22	2022/2023 DEPT/ AGENCY REQUEST	2022/2023 APPROVED BD/COMM. (1/12/22)	Board Request \$ Increase	Board Request % Increase
PERSONNEL COSTS									
51210	CLERICAL/TECHNICAL	1,460	3,611		330	2,298	2,298	(1,313)	-36.36%
51920	F.I.C.A	112	276		25	230	230	(46)	-16.67%
	SUBTOTAL	1,572	3,887	0	355	2,528	2,528	(1,359)	-34.96%
SERVICES									
52010	ADVERTISING	1,694	2,300		0	2,300	2,300	0	0.00%
52030	PROFESSIONAL FEES	58,800	59,300		62,500	63,654	61,800	2,500	4.22%
52070	REIMBURSABLE EXPENSE		0		0	0		0	#DIV/0!
	SUBTOTAL	60,494	61,600	0	62,500	65,954	64,100	2,500	4.06%
MATERIALS & SUPPLIES									
53010	OFFICE SUPPLIES	16	60		17	45	45	(15)	-25.00%
	SUBTOTAL	16	60	0	17	45	45	(15)	-25.00%
DEPARTMENT TOTAL		62,082	65,547	0	62,872	68,527	66,673	1,126	1.72%

**TOWN OF WATERFORD
FY2023 BUDGET REQUEST
BOARD OF FINANCE (10103)**



BUDGET FUNCTION

THE BOARD OF FINANCE HAS THE RESPONSIBILITIES AS ESTABLISHED BY WATERFORD ORDINANCE 3.3 (BOARD OF FINANCE).

“THE BOARD OF FINANCE SHALL PREPARE THE TOWN BUDGET AND LAY THE TAXES IN ACCORDANCE WITH SECTION 7-344 OF THE GENERAL STATUTES. THE BOARD MAY APPORTION TAXES BETWEEN YEARS IN ACCORDANCE WITH SECTION 7-346 OF THE GENERAL STATUTES. THE BOARD MAY TRANSFER UNEXPENDED BALANCES IN ACCORDANCE WITH SECTION 7-347 OF THE GENERAL STATUTES. THE BOARD MAY APPROVE SPECIAL APPROPRIATIONS IN ACCORDANCE WITH SECTION 7-348 OF THE GENERAL STATUTES. THE BOARD SHALL PRESCRIBE THE METHOD BY WHICH, AND THE PLACE WHERE, ALL RECORDS AND BOOKS OF ACCOUNTS OF THE TOWN OR OF ANY DEPARTMENT OR SUBDIVISION THEREOF SHALL BE KEPT. THE BOARD SHALL ARRANGE FOR THE ANNUAL AUDIT AS REQUIRED UNDER CHAPTER 111 OF THE GENERAL STATUTES. THE BOARD OF FINANCE SHALL PUBLISH AN ANNUAL REPORT AS SET FORTH IN SECTION 7-406 OF THE GENERAL STATUTES. THE BOARD OF FINANCE SHALL HAVE ALL OTHER POWERS AND DUTIES AS BESTOWED BY THE GENERAL STATUTES.”

TOWN OF WATERFORD FY2023 BUDGET REQUEST BOARD OF FINANCE (10103)



BUDGET SUMMARY

PERSONNEL COSTS

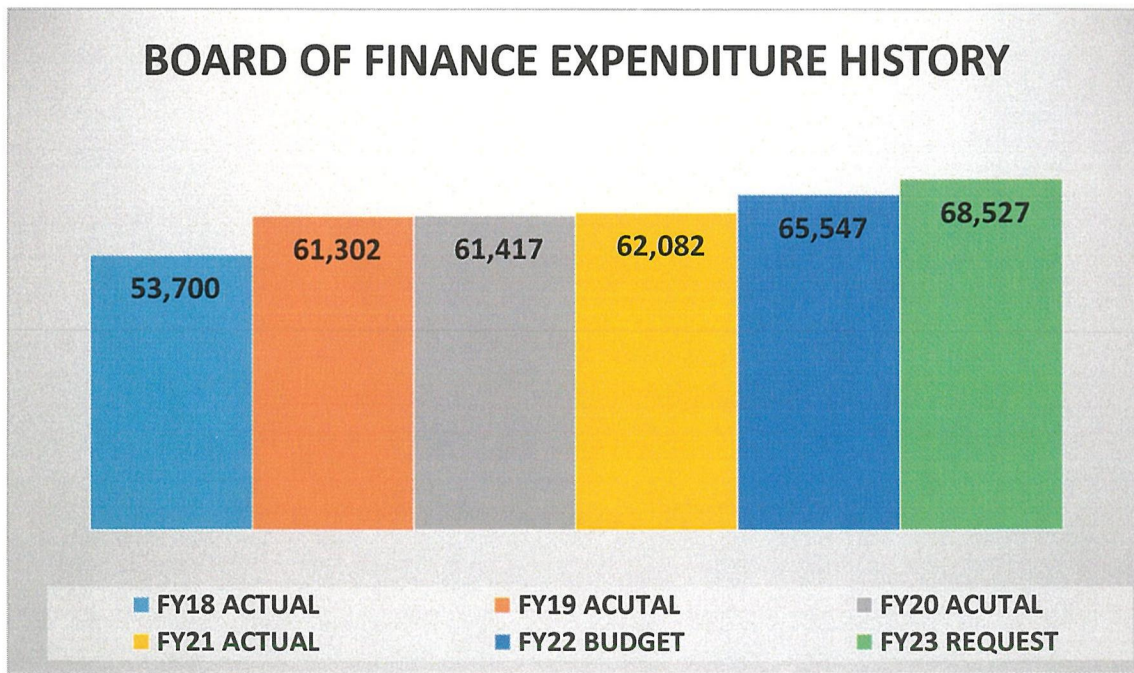
Personnel costs cover the board's clerical support. The FY23 budget request is decreased by 34.96% because of changes in the 5-year averages for number of meetings and total hours needed to record the board's minutes and actions. This clerical support to the Board is received through the Town's finance department fiscal assistant which has decreased the clerical line in the budget. The requested amount is based on current staff salary.

SERVICES

The FY23 budget request reflects a total 4.06% increase over the previous year due to an increase in our audit costs. The contract with our current audit firm (CLA) expires at the end of FY22 audit. We will issue a RFP for auditing services for the FY23 annual audit.

MATERIALS & SUPPLIES

The FY23 budget request includes funds for new member signs that may be needed after the November 2021 local elections.



**TOWN OF WATERFORD
PERSONNEL WORKSHEET - BOARD OF FINANCE
2022/2023 FISCAL YEAR**

[illegible]

¹ Number of FY23 meetings scheduled is 21 - and 1 possible additional special meeting.

² Budget is calculated using a 5-year average. Actual hours vary depending on the meeting agenda.

**TOWN OF WATERFORD
ADVERTISING - FINANCE DEPARTMENT
2022/2023 FISCAL YEAR**

LINE ITEM	ACCOUNT NAME	2016/2017 ACTUAL	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 ACTUAL	2019/2021 ACUTAL	ACTUAL AS OF 11/18/21	5 YEAR AVERAGE	PROPOSED 2022/2023
52010	ADVERTISING	2,061	1,967	1,953	1,950	1,694	0	1,925	2,300

ACCOUNT JUSTIFICATION

Legal notices for Public Hearing and printing of Proposed Budget in newspaper as required by Charter.

**TOWN OF WATERFORD
PROFESSIONAL SERVICES - BOARD OF FINANCE
2022/2023 FISCAL YEAR**

LINE ITEM	ACCOUNT NAME	2014/2015 ACTUAL	2015/2016 ACTUAL	2016/2017 ACTUAL	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 ACTUAL	2020/2021 ACTUAL	ACTUAL AS OF 11/18/21	PROPOSED 2022/2023
52030	PROFESSIONAL SERVICES	48,500	46,500	47,000	48,500	56,900	58,100	58,800	29,500	61,800

ACCOUNT JUSTIFICATION

Fee to conduct annual audit as required by the Municipal Auditing Act - Chapter 111 of Connecticut State Statutes

The FY22 audit year is the final year of the contract with CLA. I have estimated a 3% increase over the contracted FY22 rate for the FY23 audit.

**TOWN OF WATERFORD
REIMBURSABLE TOWN EXPENSES - FINANCE DEPARTMENT
2022/2023 FISCAL YEAR**

LINE ITEM	ACCOUNT NAME	2015/2016 ACTUAL	2016/2017 ACTUAL	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 ACTUAL	2020/2021 ACTUAL	ACTUAL AS OF 11/18/21	PROPOSED 2022/2023
52070	REIMB TOWN EXPENSES	25	0	25	0	0		0	0

ACCOUNT JUSTIFICATION

Out of pocket expenses paid for by Board members or Town employees

**TOWN OF WATERFORD
OFFICE SUPPLIES - BOARD OF FINANCE
2022/2023 FISCAL YEAR**

LINE ITEM	ACCOUNT NAME	2015/2016 ACTUAL	2016/2017 ACTUAL	2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 ACTUAL	2020/2021 ACTUAL	ACTUAL AS OF 11/18/21	PROPOSED 2022/2023
53010	OFFICE SUPPLIES	0	30	30	8	9	16	0	45

ACCOUNT JUSTIFICATION

Miscellaneous office supplies, such as name plates for new board members, not purchased through the consumable supplies line item in Finance.

Budget includes funds for 3 new signs @ \$15/each.

09/17/2021 08:30
kallen

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

P 1
glytdbud

FOR 2021 13

ACCOUNTS FOR: 101 GENERAL FUND		TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
10103 BD OF FINANCE							
<u>10103 52010</u>	ADVERTISING						
	2,300.00	0.00	2,300.00	1,693.50	0.00	606.50	73.6%
TOTAL BD OF FINANCE							
	2,300.00	0.00	2,300.00	1,693.50	0.00	606.50	73.6%
TOTAL GENERAL FUND							
	2,300.00	0.00	2,300.00	1,693.50	0.00	606.50	73.6%
TOTAL EXPENSES							
	2,300.00	0.00	2,300.00	1,693.50	0.00	606.50	

FY21

The Day  theday.com

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PO BOX 1231
47 EUGENE O'NEILL DRIVE
NEW LONDON, CT 06320-1231

ACCOUNT NUMBER	CUSTOMER	BILLING PERIOD
D93036	WATERFORD - TOWN OF/FINANCE DEPARTMENT	03/01/21-03/31/21
Client		PAGE NUMBER
		Page 1 of 1
CURRENT	OVER 30 DAYS	60 AND OVER
\$ 113.50	\$ 0.00	\$ 0.00
		DUE DATE
		4/30/21
		TOTAL DUE
		\$ 113.50

WATERFORD - TOWN OF/FINANCE
DEPARTMENT
15 ROPE FERRY ROAD
WATERFORD, CT 06385

Is your digital marketing really
working? For a FREE
comprehensive digital audit call
Jim Schiavone at 860-701-4333
today!

CHECK NUMBER

AMOUNT PAID

THANK YOU FOR YOUR BUSINESS!
PLEASE RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	DESCRIPTION	PUBLICATIONS	REFERENCE #/ PO #	SIZE/LINES OF QTY	GROSS AMOUNT	OTHER	NET AMOUNT
03/18/21	Previous Balance						\$0.00
03/18/21	889310 Town of Waterford Public Notic	DAY,DL,DWB	D00889310	3 Col X 10 Lines			\$113.50
REC'D FINANCE  Inv# D93036 033121 \$ 113.50 THE DAY PUBLISHING CO., INC. 03/31/2021 # Pages 3 FP3 D0C52S942							
#157 APPROVED FOR PAYMENT ACCT# 10103-52010 AMOUNT 113.50 FISCAL YEAR FY21 SIGNATURE  DATE 4/14/21							

Day Credit Department
Community Classifieds - Toll Free
Day Publishing Company - Toll Free

860-701-4204
800-582-8296
800-542-3354

Accounting Fax
Advertising Fax
Classified Fax

860-437-7504
860-437-8780
860-442-5443

BILLING PERIOD	ACCOUNT NUMBER	CUSTOMER/CLIENT	
03/01/21-03/31/21	D93036	WATERFORD - TOWN OF/FINANCE DEPARTMENT	
CURRENT DUE	OVER 30 DAYS	60 AND OVER	TOTAL DUE
\$ 113.50	\$ 0.00	\$ 0.00	\$ 113.50

Payment Terms - Net End of Month A FINANCE CHARGE OF 1.5% PER MONTH ON ACCOUNTS NOT PAID WITHIN THE MONTH FOLLOWING PUBLICATION

CREDIT CARD AUTHORIZATION

Complete the information below and return to The Day

Card Number _____ Expiration: ____ / ____ Sec. Code ____
(MasterCard / Visa / Discover)

Signature: _____ Date _____ Amount Due \$ _____

(This is a single use authorization.)

PUBLICATION

Abbreviation	Publication Title	Abbreviation	Publication Title
ASP	Aspire	MSR	Managed Services
CCE	Community Classified East	MVT	The Montville Times
CCW	Community Classified West	MYT	The Mystic Times
CTF	Connecticut Family	NHC	North Haven Courier
DAY	The Day	NLT	The New London Times
DWB	Digital Banners	OSG	Old Saybrook Guide
EHC	East Haven Courier	PRO	Digital Contest
EML	Email Advertising	SCM	Sound and Country Magazine
GOW	Go Westerly Magazine	SGC	Guilford Courier
GRT	The Groton Times	SHN	Harbor News
HTJ	Monster	SND	The Sound
IMAG	Digital Magazine	SRC	The Source
IMS	Digital Agency	STT	The Stonington Times
LGY	Legacy	SVC	Valley Courier
LYT	The Lyme Times	TRT	The Thames River Times
MCM	Mystic Country Magazine	WFT	The Waterford Times

Times Group

The Groton Times, The Lyme Times,
The Montville Times, The Mystic Times,
The New London Times, The Stonington Times,
The Thames River Times, The Waterford Times

Shore Publishing Weeklies

East Haven Courier, North Haven
Courier, Guilford Courier, Harbor News,
The Sound, The Source, Valley Courier

Tearsheets are available online at ts.theday.com
Contact your account executive for log in and password information.

Paper tearsheets are available at the cost of \$5.00 for each requested copy.

PUBLISHER'S CERTIFICATE

State of Connecticut
County of New London, ss. New London

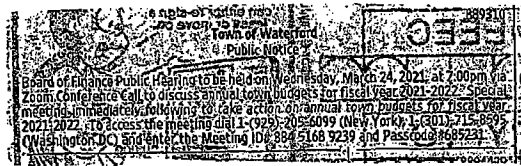
Personally appeared before the undersigned, a Notary Public within and for said County and State, Matt Suraci, Legal Advertising Clerk, of The Day Publishing Company Classifieds dept, a newspaper published at New London, County of New London, state of Connecticut who being duly sworn, states on oath, that the Order of Notice in the case of

889310 Town of Waterford Public Notice
Board of Finance P

A true copy of which is hereunto annexed, was published in said newspaper in its issue(s) of

03/18/2021

Cust: WATERFORD - TOWN OF/FINANC
Ad #: d00889310



Matt Suraci
Subscribed and sworn to before me
This Thursday, March 18, 2021

Maryelle Solinsky
Notary Public
My commission expires 5/31/24

REC'D FINANCE
MAR 30 '21 PM 2:29

The Day  **theday.com**

THE DAY PUBLISHING COMPANY
PO BOX 1231
47 EUGENE O'NEILL DRIVE
NEW LONDON, CT 06320-1231

ACCOUNT NUMBER	CUSTOMER	BILLING PERIOD
D93177	WATERFORD TOWN - TOWN CLERK	04/01/21-04/30/21
Client		PAGE NUMBER
		Page 1 of 1
CURRENT	OVER 30 DAYS	60 AND OVER
\$ 2,622.60	\$ 0.00	\$ 0.00
		TOTAL DUE
		\$ 2,622.60

WATERFORD TOWN - TOWN CLERK
15 ROPE FERRY RD
WATERFORD, CT 06385

Is your digital marketing really working? For a FREE comprehensive digital audit call Jim Schiavone at 860-701-4333 today!

CHECK NUMBER
AMOUNT PAID

THANK YOU FOR YOUR BUSINESS!
PLEASE RETURN UPPER PORTION WITH YOUR REMITTANCE

DESCRIPTION	PUBLICATIONS	REFERENCE # PO #	SIZE/LINES or QTY	GROSS AMOUNT	OTHER	NET AMOUNT
Inv# d93177 043021 \$ 2,622.60 THE DAY PUBLISHING CO., INC. 04/30/2021 # Pages 7 FP7 D0C54S183						
04/07/21 891538 ADVERTISEMENT FOR BIDS	DAY, DWB	303702				\$663.60
04/08/21 891538 ADVERTISEMENT FOR BIDS	DL	D00891538	3 Col X 58 Lines			(\$663.60)
04/15/21 892107 TOWN OF WATERFORD Noti	DAY, DL, DWB	D00891538	3 Col X 58 Lines			\$530.10
04/23/21 Town of Waterford Legal display	DAY, DL	D00892107 TC	3 Col X 20 Lines			\$20.00
04/26/21 892892 TOWN OF WATERFORD REF	DAY, DL, DWB	D00892780 Bof	5x14.25 71.25			\$199.05
		D00892892 RTH	3 Col X 30 Lines			\$1,580.00
#157 APPROVED FOR PAYMENT 2,622.60 ACCT# See list AMOUNT \$2,622.60 FISCAL YEAR FY 21 SIGNATURE  DATE 5/19/21						2021 MAY - RECEIVED FOR RECORD
G/L Account Number				Total		
10103-52010				1,580.00		
33020-55850				550.10		
10117-52010				492.50		
Total				\$2,622.60		

Day Credit Department
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Day Publishing Company - Toll Free

860-701-4204
800-582-8296
800-542-3354

Accounting Fax 860-437-7504
Advertising Fax 860-437-8780
Classified Fax 860-442-5443

BILLING PERIOD		ACCOUNT NUMBER	CUSTOMER/CLIENT	
04/01/21-04/30/21		D93177	WATERFORD TOWN - TOWN CLERK	
CURRENT DUE	OVER 30 DAYS	60 AND OVER	TOTAL DUE	
\$ 2,622.60	\$ 0.00	\$ 0.00	\$ 2,622.60	

Payment Terms - Net End of Month A FINANCE CHARGE OF 1.5% PER MONTH ON ACCOUNTS NOT PAID WITHIN THE MONTH FOLLOWING PUBLICATION

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Client Name: WATERFORD TOWN - TOWN CLERK
Advertiser: Sports/C004/
Section/Page/Zone: Town of Waterford Legal display--
Description:

Ad Number: d00892750
 Insertion Number:
 Size: 5 x 14.2500
 Color Type: B&W

Publication Date: 04/23/2021

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09/17/2021 08:31
kallen

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

P 1
glytdbud

FOR 2020 13

ACCOUNTS FOR: 101 GENERAL FUND		TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
10103 BD OF FINANCE							
<u>10103 52010</u>	ADVERTISING						
	2,350.00	0.00	2,350.00	1,950.15	0.00	399.85	83.0%*
TOTAL BD OF FINANCE							
	2,350.00	0.00	2,350.00	1,950.15	0.00	399.85	83.0%
TOTAL GENERAL FUND							
	2,350.00	0.00	2,350.00	1,950.15	0.00	399.85	83.0%
TOTAL EXPENSES							
	2,350.00	0.00	2,350.00	1,950.15	0.00	399.85	

DATE	DESCRIPTION	PUBLICATIONS	REFERENCE #/ PO #	SIZE/LINES or QTY	GROSS AMOUNT	OTHER	NET AMOUNT
	Previous Balance						\$0.00
05/10/20	Waterford Finance- Budget	DAY,DWB	D00863865	5x10 50.00			\$1,895.00
 Inv# D93036 053120 \$ 1,895.00 THE DAY PUBLISHING CO., INC. 05/31/2020 # Pages 3 FP3 D0C36S513							
MENT ACCT# <u>10163-52010</u> AMOUNT <u>\$1,895.00</u> FISCAL YEAR <u>FY 20</u> SIGNATURE <u>Kimella</u> <u>6/14/20</u>							
REC'D FINANCE UN 4/20 AM 10:54							

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Accounting Fax 860-437-7504
Advertising Fax 860-437-8780
Classified Fax 860-442-5443

BILLING PERIOD	ACCOUNT NUMBER	CUSTOMER/CLIENT
05/01/20-05/31/20	D93036	WATERFORD - TOWN OF/FINANCE DEPARTMENT

CURRENT DUE	OVER 30 DAYS	60 AND OVER	TOTAL DUE
\$ 1,895.00	\$ 0.00	\$ 0.00	\$ 1,895.00

Payment Terms - Net End of Month **A FINANCE CHARGE OF 1.5% PER MONTH** ON ACCOUNTS NOT PAID WITHIN THE MONTH FOLLOWING PUBLICATION

TOWN OF WATERFORD PROPOSED GENERAL FUND BUDGET - REVENUE & EXPENSES

FISCAL YEAR 2022

The RTM Meeting of the Town of Waterford will hold its Annual Budget Meeting via Zoom Conference call on Monday, May 3, 2021, at 6:00 pm to consider and act upon the Town Budget for Fiscal Year 2022. All interested citizens of the Town of Waterford has the right to provide written comments concerning the budget. To submit public comment, see the agenda or email the Town Clerk at dcampo@waterfordct.org. You may also send them to Dave Campo, Town Clerk, Waterford Town Hall, 15 Rope Ferry Road, Waterford, CT 06385. A copy of this notice and the entire proposed budget for the Town of Waterford will be available for public inspection weekdays at the Town Clerk's Office, Town Hall, 15 Rope Ferry Road, Waterford, CT between the hours of 8:00 am and 4:00pm beginning Monday, April 12, 2021. The budget as recommended by the Board of Finance for Fiscal Year 2022 for the Town of Waterford as follows:

GENERAL FUND REVENUES:	FY 2019-2020 ACTUAL	FY 2020-2021 ESTIMATED	FY 2021-2022 ANTICIPATED
STATE OF CONNECTICUT			
EDUCATION	350,244	332,091	332,444
GENERAL GOVERNMENT	716,907	716,553	710,622
TOTAL STATE OF CT	1,067,151	1,048,644	1,043,066
OTHER SOURCES			
FEDERAL SOURCES	0	0	0
EDUCATION	65,880	189,360	201,590
GENERAL GOVERNMENT	3,826,059	2,382,155	2,383,383
TOTAL OTHER SOURCES	3,891,939	2,571,515	2,584,973
TOTAL REVENUES BEFORE PROPERTY TAXES	4,959,090	3,620,159	3,628,039
AMOUNT TO BE RAISED BY TAXATION	91,758,276	92,262,639	94,084,450
TOTAL GENERAL FUND REVENUE	96,717,366	95,882,798	97,712,489
ESTIMATED FUND BALANCE APPLIED	0	0	0
GENERAL FUND EXPENSES:	FY 2019-2020 ACTUAL EXPENDITURES	FY 2020-2021 PROJECTED EXPENDITURES	FY 2021-2022 BD OF FINANCE RECOMMENDED
GENERAL GOVERNMENT:			
BOARD OF SELECTMEN	392,891	201,320	205,313
REGISTRARS OF VOTERS	69,802	74,279	74,508
BOARD OF FINANCE	61,418	66,000	65,547
ASSESSOR	290,208	283,613	291,847
BD. ASSESSMENT OF APPEALS	1,446	1,588	1,620
TAX COLLECTOR	198,508	206,156	211,907
FINANCE DEPARTMENT	655,167	701,270	653,894
LEGAL DEPARTMENT	307,356	298,000	298,000
TOWN CLERK	265,192	267,309	269,750
PLANNING & ZONING	550,528	629,267	634,914
BUILDING MAINTENANCE	225,090	253,045	778,870
INSURANCE	4,649,884	4,658,000	4,717,903
ECONOMIC DEVELOPMENT COMM	6,831	8,576	10,076
CONSERVATION COMMISSION	16,969	18,250	18,250
ZONING BOARD OF APPEALS	2,459	4,310	4,310
RETIREMENT COMMISSION	5,098,103	5,982,978	5,682,906
REPRESENTATIVE TOWN MTG.	18,019	18,953	18,903
BUILDING DEPARTMENT	244,453	289,423	293,008
SOC. SVC GRANTS/MISC.	83,175	81,780	84,366
CONTINGENCY	114,934	265,000	265,000
FLOOD & EROSION CONTROL BD	335	2,138	2,138
ETHICS COMMISSION	1,011	650	850
HUMAN RESOURCES DEPARTMENT	244,000	266,233	265,664
COMMUNITY USE OF SCHOOLS	172,252	86,126	0
EMERGENCY MANAGEMENT	1,122,592	1,087,258	1,062,665
FIRE SERVICES	3,069,463	3,101,562	3,326,034
POLICE DEPARTMENT	6,272,172	6,450,741	6,421,688
INFORMATION TECHNOLOGY	753,374	824,968	846,642
PUBLIC WORKS DEPARTMENT	4,357,816	4,689,207	4,709,654
YOUTH & FAMILY SERVICES	242,910	244,743	232,634
CONSERVATION OF HEALTH	140,082	139,197	142,282
PUBLIC HEALTH NURSING SERVICES	25,830	27,820	27,820
SENIOR CITIZENS COMMISSION	477,293	548,127	491,489
WATERFORD PUBLIC LIBRARY	1,017,094	1,069,663	999,475
RECREATION & PARKS COMMISSION	1,438,643	1,511,615	1,450,159
TOTAL GENERAL GOVERNMENT	32,587,300	34,359,165	34,560,086
BOARD OF EDUCATION:			
OPERATING BUDGET	48,672,211	50,372,315	51,043,047
TOTAL BOARD OF EDUCATION	48,672,211	50,372,315	51,043,047
CAPITAL AND DEBT SERVICE			
CURRENT YEAR CAPITAL IMPR.	1,443,850	2,216,680	2,964,754
TRANS TO CAP & NON-REC.	0	1,401,280	900,600
DEBT SERVICE	7,389,902	7,628,790	7,934,633
TOTAL CAPITAL AND DEBT SERVICE	8,833,752	11,246,750	11,799,987
TOTAL GENERAL FUND	90,093,263	95,978,230	97,403,120
			Ronald R. Fedor Chairman, Board of Finance



47 Eugene O'Neill Drive
New London, CT 06320
860-442-2200
www.theday.com

Classified Advertising Proof

Order Number: d00889287

WATERFORD TOWN - TOWN CLERK
15 Rope Ferry Road Town's Clerk
WATERFORD, CT 06385
860-444-5831

Title: The Day | Class: Public Notices 010
Start date: 3/18/2021 | Stop date: 3/18/2021 |
Insertions: 1 | Lines: 0 ag

Title: Day Website | Class: Public Notices 010
Start date: 3/18/2021 | Stop date: 3/18/2021 |
Insertions: 1 | Lines: 0 ag

Title: Digital-Legal | Class: Public Notices 010
Start date: 3/18/2021 | Stop date: 3/18/2021 |
Insertions: 1 | Lines: 0 ag

A preview of your ad will appear between the two solid lines.

889287

Town of Waterford Public Notice

Board of Finance Public Hearing to be held on Wednesday, March 24, 2021, at 7:00pm via Zoom Conference Call to discuss annual town budgets for fiscal year 2021-2022. Special meeting immediately following to take action on annual town budgets for fiscal year 2021-2022. To access the meeting dial 1-(929)-205-6099 (New York), 1-(301)-715-8595 (Washington DC) and enter the Meeting ID# 884 5168 9239 and Passcode #685231.

Total Order Price: \$113.50

Please call your ad representative by 3PM today with any ad changes.

Salesperson: Matt Suraci | Printed on: 3/16/2021
Telephone: 860-701-4276 | Fax: 860-442-5443
Email: Legal@theday.com

Ronnina on 3/18/21

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NEW LONDON, CT 06320-1231

WATERFORD - TOWN OF/FINANCE
DEPARTMENT
15 ROPE FERRY ROAD
WATERFORD, CT 06385

Inv# D93036 033120 \$ 55.15
THE DAY PUBLISHING CO., INC.
03/31/2020 # Pages 6 FP6 D0C33S1013

ACCOUNT NUMBER	CUSTOMER		BILLING PERIOD
D93036	WATERFORD - TOWN OF/FINANCE DEPARTMENT		03/01/20-03/31/20
Client		PAGE NUMBER	DUE DATE
		Page 1 of 1	4/30/20
CURRENT	OVER 30 DAYS	60 AND OVER	TOTAL DUE
\$ 55.15	\$ 0.00	\$ 0.00	\$ 55.15

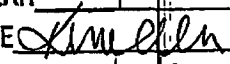
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working? For a FREE
comprehensive digital audit call
Aaron Witko at 860-701-4332
today!

CHECK NUMBER

AMOUNT PAID

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03/14/20 859764 Town of Waterford Public Notic	DAY,DWB D00859764	1 Col X 17 Lines			\$0.00
Previous Balance					\$55.15
# 157 APPROVED FOR PAYMENT ACCT# 10103 - 52010 AMOUNT \$55.15 FISCAL YEAR FY 20 SIGNATURE  DATE 4/7/20					

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REC'D FINANCE
APR 7 '20 AM 9:02

BILLING PERIOD	ACCOUNT NUMBER	CUSTOMER/CLIENT	
03/01/20-03/31/20	D93036	WATERFORD - TOWN OF/FINANCE DEPARTMENT	
CURRENT DUE	OVER 30 DAYS	60 AND OVER	TOTAL DUE
\$ 55.15	\$ 0.00	\$ 0.00	\$ 55.15

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PUBLISHER'S CERTIFICATE

State of Connecticut
County of New London, ss. New London

Personally appeared before the undersigned, a Notary Public within and for said County and State, Michelle Savona, Legal Advertising Clerk, of The Day Publishing Company Classifieds dept, a newspaper published at New London, County of New London, state of Connecticut who being duly sworn, states on oath, that the Order of Notice in the case of

859764 Town of Waterford Public Notice
Board of Finance Pu

A true copy of which is hereunto annexed, was published in said newspaper in its issue(s) of

03/14/2020

Cust: WATERFORD - TOWN OF/FINANC
Ad #: d00859764

Michelle Savona

Subscribed and sworn to before me

This Friday, March 20, 2020

Margellen Johnson

Notary Public

My commission expires

5/31/24

859764
Town of Waterford
Public Notice
Board of Finance Public
Hearing to be held on Monday, March 23, 2020 at 7:00 p.m. in Waterford Town Hall Auditorium to discuss annual town budgets for fiscal year 2020-2021. Special meeting immediately following to take action on annual town budgets for fiscal year 2020-2021.

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859764

Town of Waterford
Public Notice
Board of Finance Public
Hearing to be held on Mon-
day, March 23, 2020 at 7:00
p.m. In Waterford Town
Hall Auditorium to discuss
annual town budgets for
fiscal year 2020-2021. Spe-
cial meeting immediately
following to take action on
annual town budgets for
fiscal year 2020-2021.

Total Order Price: \$55.15

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Board of Finance
Regular Meeting Minutes

*Wednesday, January 13, 2021

7:00 pm, Revision #1

*Date was changed from 1/13/2020 to 1/13/2021 due to clerical error

Present: Chairman Ronald R. Fedor (7:10pm), Mark Geer, John Sheehan, Kevin Petchark, Glenn Patterson, Tali Maidelis, Robert Tuneski

Elected: Robert J. Brule, First Selectman

RTM: None

Staff: Neftali Soto, Director Utility Commission, Paige Walton, Assessor, Kimberly Allen, Finance Director, Maryellen McConnell, Secretary

1. Establishment of a quorum and call to order:

A quorum was established and a call to order was established at 7:05 pm, January 13, 2020.

2. Public comment: No public comment.
3. Approval and acceptance of minutes:

Motion by John Sheehan and **seconded** by Glen Patterson to approve the minutes of the last meeting and revise item number 4 due to clerical error.

Vote: 7-0

Motion: Passed

4. To consider and act on a request from Kimberly Allen, Finance Director, to extend CLA/Blum Shapiro's contract by two additional years (FY21 and FY22).

Motion by John Sheehan and **seconded** by Tali Maidelis to consider extending the CLA/Blum Shapiro contract.

Discussion ensued regarding the new fees for the coming year.

Vote: 6-1

Abstain: Robert Tuneski

Motion: Passed

5. To consider and act on a request by the Waterford Utility Commission to reallocate funds from one CIP project, In-Line Wastewater Solid Grinders Line #33120-55821 to a new CIP project, Richards Grove Pumping Station Emergency Generator.

Motion by John Sheehan and **seconded** by Tali Maidelis to approve to reallocate funds from In-Line Wastewater Solid Grinders line #33120-55821 to the new CIP project Richards Grove Pumping Station Emergency Generator new account line.

Vote: 7-0

Motion: Passed

6. To consider and act on a transfer request from Waterford Utility Commission and create a new CIP project account number and approve a transfer of money from 33120-55821 to new CIP

Motion by John Sheehan to decrease 33120-55821 by \$31,677 and increase the new account by \$31,677. John Sheehan requests that a memo be sent to the RTM so they know that we did this.

Amended Motion by John Sheehan to change the amount from \$31,677 to \$37,000 and **seconded** by Glenn Patterson.

Vote: 7-0

Motion: Passed

7. To consider and act on a request from, the Board of Finance, on behalf of Kimberly Allen, Finance Director, Town of Waterford, for and **FY21 Out of Series Transfers as follows:**

Account	Description	Approved Budget Amount	Current Available Budget Amount	Account Increase	Account Decrease	Revised Available Budget Amount
10103-53010	Office Supplies	0.00	(15.90)	15.90		0.00
10103-51210	Clerical & Technical	4,100.00	3765.03		(15.90)	3,749.13
	Total			15.90	(15.90)	

Motion by John Sheehan to decrease Clerical & Technical by \$15.90 and increase Office Supplies by \$15.90, **seconded** by Tali Maidelis to approve the transfer as stated.

Vote: 7-0

Motion: Passed



CLA (CliftonLarsonAllen LLP)
29 South Main Street
4th Floor
West Hartford, Connecticut 06107
860-561-4000 | fax 860-521-9241
CLAconnect.com

January 15, 2021

Ronald R. Fedor, Chair
Board of Finance
Town of Waterford, Connecticut
15 Rope Ferry Road
Waterford, CT 06385

Dear Mr. Fedor

The purpose of this letter is to provide a quote to continue providing the following services to the Town of Waterford, Connecticut for the fiscal years ending June 30, 2021, and 2022:

1. Audit of the financial statements (CAFR).
2. Federal Single Audit
3. State Single Audit
4. Agreed-upon procedures related to the Board of Education EFS.

Our proposed all-inclusive fixed fees for these services are included in the table below. We have included our fiscal year 2020 fees for comparison purposes as well as each fiscal year's percentage increase for the Town:

Service	Current Price	Proposed Fees	
	2020	2021	2022
Town			
Financial Statement Audit	\$ 18,720	\$ 19,100	\$ 19,500
Federal Single Audit	5,200	5,300	5,400
State Single Audit	5,200	5,300	5,400
Preparation of Draft Financial Statements	5,200	5,300	5,400
Sub-total (Town)	34,320	35,000	35,700
Board of Education			
Financial Statement Audit	12,380	12,600	12,900
Federal Single Audit	5,200	5,300	5,400
State Single Audit	5,200	5,300	5,400
EFS	1,100	1,150	1,200
Cafeteria	1,100	1,150	1,200
Sub-total (Board of Education)	24,980	25,500	26,100
Total Fees	\$ 59,300	\$ 60,500	\$ 61,800
Town audit percentage increase			
		2.02%	2.15%

(1) Changes to the audit fee for each year are described below:

- a. 2021
 - i. Modest inflationary increase of \$1,200
- b. 2022
 - i. Modest inflationary increase of \$1,300

(2) Fees have been flat for the past 3 years; increase represents modest inflationary increase to cover the two-year period

In addition, reflected in our proposed fees is a technology and client support fee (equal to 5% of the total professional fees). The technology and client support fee related to the increasing costs of responding to the rapid advance of technology. We believe that through the technology fees, we will be able to continue to utilize technology to migrate risks and develop innovative service techniques that will drive down the cost of providing such services to our clients.

Our last word on fees – we are committed to service you. Therefore, if fees are a deciding factor in your selection of an accounting firm, we will appreciate the opportunity to discuss with you the scope of our services.

At CLA, it's more than just getting the job done.

If you are in agreement with the contents of this letter, please sign in the space provided on the following page and forward to me (vanessa.rossitto@claconnect.com) at your earliest convenience.

Thank you.

Sincerely,

CliftonLarsonAllen LLP



Vanessa E. Rossitto, CPA
Principal
860-561-6824
Vanessa.rossitto@claconnect.com

09/17/2021 08:40
kallen

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

P 1
glytdbud

FOR 2021 13

ACCOUNTS FOR: 101 GENERAL FUND		TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
10103 BD OF FINANCE							
<u>10103 52030</u>	PROFESSIONAL FEES						
59,300.00	0.00	59,300.00	58,800.00	0.00	500.00	99.2%	
TOTAL BD OF FINANCE							
59,300.00	0.00	59,300.00	58,800.00	0.00	500.00	99.2%	
TOTAL GENERAL FUND							
59,300.00	0.00	59,300.00	58,800.00	0.00	500.00	99.2%	
TOTAL EXPENSES							
59,300.00	0.00	59,300.00	58,800.00	0.00	500.00		

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West Hartford, CT 06127-2000

Tel: 860.561.4000
Fax: 860.521.9241
blumshapiro.com

July 7, 2020

Kim Allen
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Terms: Due upon receipt

730195

Invoice: 45136082

For professional services rendered in connection with:

Progress Billing #1 - June 30, 2020 Audit	20,000.00
Total Services	20,000.00
Total Current Charges	<u>\$20,000.00</u>

Inv# 7630195 45136082 \$ 20,000.00
BLUM, SHAPIRO & COMPANY, PC
07/07/2020 # Pages 1 FP1 D0C37S282

APPROVED FOR PAYMENT

ACCT# 10103-52030

AMOUNT \$20,000.00

FISCAL YEAR FY20

SIGNATURE Kim Allen

DATE 7/9/20

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45136082

Amount Due: \$20,000.00

Remittance Address

Blum Shapiro & Company P.C.
Dept 106067
P.O. Box 150489
Hartford, CT 06115-0489

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October 8, 2020

Kim Allen
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Terms: Due upon receipt

730195
Invoice: 45140596

For professional services rendered in connection with:

Progress Billing #2 - June 30, 2020 Audit

25,000.00

Total Services

25,000.00

Total Current Charges

\$25,000.00

Inv# PROGRESS #2 JUNE 2020 \$ 25,000.00
BLUM, SHAPIRO & COMPANY, PC
10/08/2020 # Pages 1 FP1 DOC40S174

APPROVED FOR PAYMENT

ACCT# 10103-52030

AMOUNT \$25,000

FISCAL YEAR FY 21

SIGNATURE

Kim Allen
10/20/20

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45140596

Amount Due: \$25,000.00

Remittance Address

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November 5, 2020

Kim Allen
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Terms: Due upon receipt

730195
Invoice: 45142783

For professional services rendered in connection with:

Progress Billing #3 - June 30, 2020 Audit	10,000.00
Total Services	10,000.00
Total Current Charges	<u>\$10,000.00</u>

APPROVED FOR PAYMENT

ACCT# 10103-52030

AMOUNT \$10,000.00

FISCAL YEAR 21

SIGNATURE Kim Allen

DATE 11/5/2020

Inv# 45142783 \$ 10,000.00
BLUM, SHAPIRO & COMPANY, PC
11/05/2020 # Pages 1 FP1 DOC40S1035

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Client 730195 - Town of Waterford

Invoice No. - 45142783

Amount Due: \$10,000.00

Remittance Address

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December 7, 2020

Kim Allen
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Terms: Due upon receipt

730195
Invoice: 45144058

For professional services rendered in connection with:

Final Billing - June 30, 2020 Audit	4,300.00
Less: Electronic Copy Only Discount	-500.00
Total Services	3,800.00
Total Current Charges	<u>\$3,800.00</u>

Inv# 45144058 \$ 3,800.00
BLUM, SHAPIRO & COMPANY, PC
12/07/2020 # Pages 1 FP1 DOC40S2365

APPROVED FOR PAYMENT

ACCT# 10103-52030
AMOUNT \$3800.00
FISCAL YEAR FY 21
SIGNATURE Kim Allen
DATE 12/8/20

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45144058

Amount Due: \$3,800.00

Remittance Address

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09/17/2021 08:39
 kallen

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

 P 1
 glytdbud

FOR 2020 13

ACCOUNTS FOR: 101 GENERAL FUND ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
10103 BD OF FINANCE						
10103 52030 PROFESSIONAL FEES						
58,100.00	0.00	58,100.00	58,100.00	0.00	0.00	100.0%*
TOTAL BD OF FINANCE						
58,100.00	0.00	58,100.00	58,100.00	0.00	0.00	100.0%
TOTAL GENERAL FUND						
58,100.00	0.00	58,100.00	58,100.00	0.00	0.00	100.0%
TOTAL EXPENSES						
58,100.00	0.00	58,100.00	58,100.00	0.00	0.00	

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July 8, 2019

Kevin McNabola
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

730195
Invoice: 45119972

For professional services rendered in connection with:

Progress Billing #1 - June 30, 2019 Audit

Total Services

15,000.00

15,000.00

Total Current Charges

\$15,000.00

APPROVED FOR PAYMENT

ACCT# 10103-52080

AMOUNT \$15,000

FISCAL YEAR FY-20

SIGNATURE Km

DATE 7/16/2019

Inv# 45119972 730195 \$ 15,000.00
BLUM, SHAPIRO & COMPANY, PC
07/08/2019 # Pages 1 FP1 DOC20595

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45119972

Amount Due: \$15,000.00

Remittance Address

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Hartford, CT 06115-0489

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October 9, 2019

Kevin McNabola
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

730195
Invoice: 45123026

For professional services rendered in connection with:

Progress Billing #2 - June 30, 2019 Audit

35,000.00

Total Services

35,000.00

Total Current Charges

\$35,000.00

Inv# 45123026
BLUM, SHAPIRO & COMPANY, PC
10/09/2019 # Pages 1 FP1 DOC25S647
\$ 35,000.00

APPROVED FOR PAYMENT

ACCT# 10103 52030

AMOUNT \$ 35,000.00

FISCAL YEAR 20

SIGNATURE Km

11/25/19

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45123026

Amount Due: \$35,000.00

Remittance Address

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P.O. Box 150489
Hartford, CT 06115-0489

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December 31, 2019

Kevin McNabola
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

730195
Invoice: 45126921

For professional services rendered in connection with:

Final Billing - June 30, 2019 Audit	8,100.00
Total Services	8,100.00
Total Current Charges	<u>\$8,100.00</u>

APPROVED FOR PAYMENT

ACCT# 10103-58030

AMOUNT 8,100.⁰⁰

FISCAL YEAR 2020

SIGNATURE [Signature]

DATE

Inv# 45123921 \$ 8,100.00
BLUM, SHAPIRO & COMPANY, PC
12/31/2019 # Pages 1 FP1 DOC32S107

Remittance Advice - Please return with your payment.

Client 730195 - Town of Waterford

Invoice No. - 45126921

Amount Due: \$8,100.00

Remittance Address

Blum Shapiro & Company P.C.
Dept 106067
P.O. Box 150489
Hartford, CT 06115-0489

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