

FINANCE DEPARTMENT

Memo

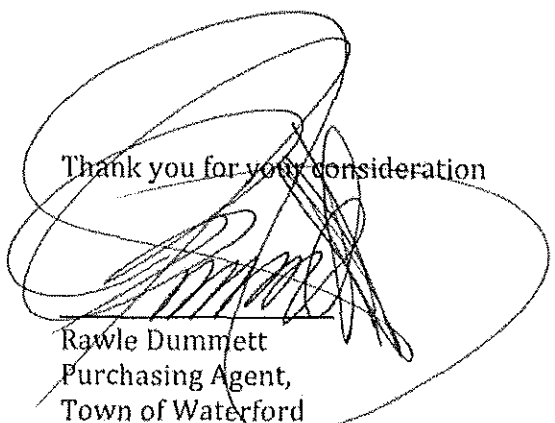
To: The Board of Selectmen
From: Rawle Dummett
Date: December 27, 2021
Re: Disposal of aged assets

Dear Mr. Brule:

The Purchasing Agent, on behalf of the Emergency Management Department, respectfully seeks the Board's approval to dispose of the following assets in accordance with the Town Property Ordinance, Chapter 2.112.020. These items are obsolete, have no asset identification and have outlived their usefulness to the Town.

- (1) General Electric Master III Repeater
- (1) Wacom Products Duplexer, Model 344A4047P1, Ser. # 32096-F
- (1) General Electric Power Supply
- (1) General Electric Master III Repeater
- (1) Wacom Products Duplexer, Model 344A4047P1, Ser. # 29965-H
- (1) General Electric Power Supply
- (1) General Electric Master II Repeater
- (1) General Electric Power Supply

Thank you for your consideration



Rawle Dummett
Purchasing Agent,
Town of Waterford



Waterford Office of Emergency Management

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

Board of Selectmen
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Dear Board of Selectmen,

It is hereby requested that the old med radio equipment be declared surplus and disposed of per town policy. There is no asset tag number associated with the med radio equipment. It consists of the following:

- (1) General Electric Master III Repeater
- (1) Wacom Products Duplexer, Model 344A4047P1, Ser. # 32096-F
- (1) General Electric Power Supply
- (1) General Electric Master III Repeater
- (1) Wacom Products Duplexer, Model 344A4047P1, Ser. # 29965-H
- (1) General Electric Power Supply

Tactical Communications, Inc. installed new base med radios for the Town of Waterford. Removal and disposal of the old equipment is part of the contracted work by Tactical Communications. The old base radio equipment is antiquated and well beyond its projected useful lifecycle. The equipment was replaced due to frequent failures and is of no use to the town.

In addition, the low-band fire base-station was recently replaced. I am requesting that the old equipment be declared surplus and disposed of per town policy. There is no asset tag number associated with this radio equipment. It consists of the following:

- (1) General Electric Master II Repeater
- (1) General Electric Power Supply

Tactical Communications, Inc. installed a new base radio for the Town of Waterford. Removal and disposal of the old equipment is part of the contracted work by Tactical Communications. The old base radio equipment is antiquated and well beyond its projected useful lifecycle. The equipment was replaced due to frequent failures and is of no use to the town.

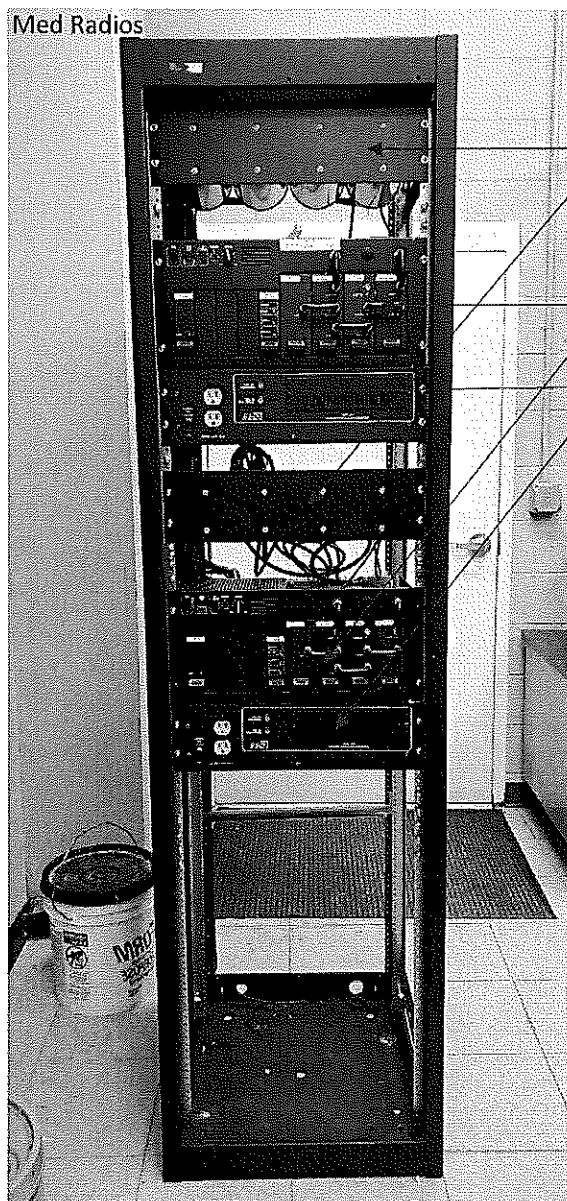
Very respectfully,

Steven R. Sinagra

Steven R. Sinagra
Emergency Management Director/Communications Supervisor

Cc: Rawle Dummett, Purchasing Agent

Med Radios



Duplexers

GE Master III Radios

Power Supplies

Low Band Fire Radio



GE Master II Radio

Power Supply

INTER-OFFICE MEMORANDUM

TOWN OF WATERFORD

To: Robert Brule, First Selectman
From: Gary J. Schneider, Director of Public Works
Date: 12/27/2021
Re: Elevators – Town Hall, YSB



At the December 21st Board of Selectmen meeting, a request for an additional appropriation of \$250,000 for Town Hall and Youth Services Bureau was tabled for lack of supplemental information. Attached please find an analysis that was completed in March of 2019.

Both of these buildings have only 1 elevator and service the public. The reliability of these single cars is paramount to the services that are provided to the public.

The Department is requesting funding for both the High and Moderate Priority items as those items identified as Moderate were recommended to be completed in the 3 – 5 year window from the year 2019.

3/3/2019

OTIS

United Technologies

Elevator Capital Planner

Waterford Town Hall and Youth Center

**Waterford Town Hall and
Youth Center**

Sophia Belko
242 Pitkin Street
East Hartford, CT 06108

Phone: (973) 534 6759
Fax: (860) 560-5905
E-mail: Sophia.Belko@otis.com

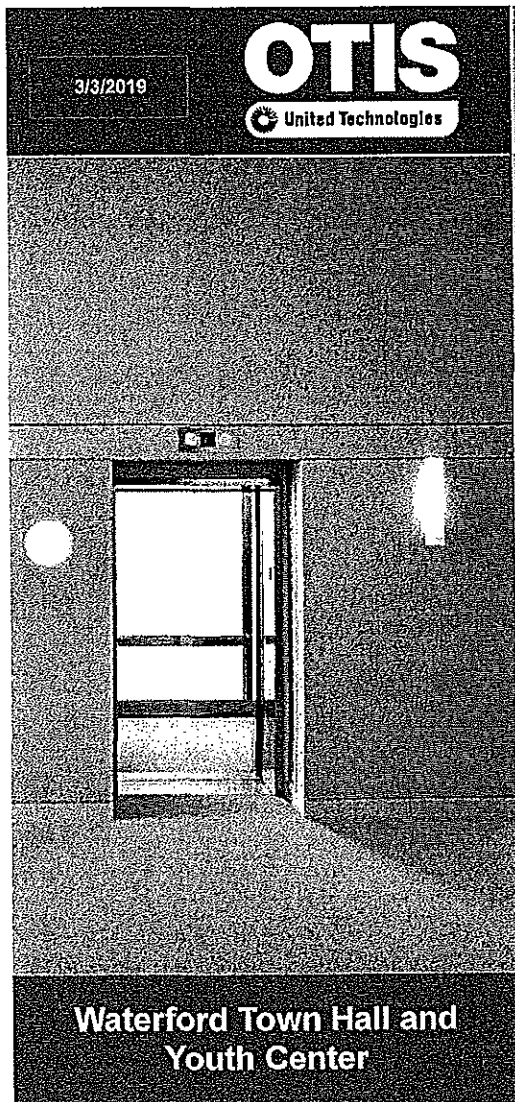
3/3/2019



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- 2 Code & Safety Requirements
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- 4 Performance & Reliability Recommendations
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- 6 Modernization Solutions
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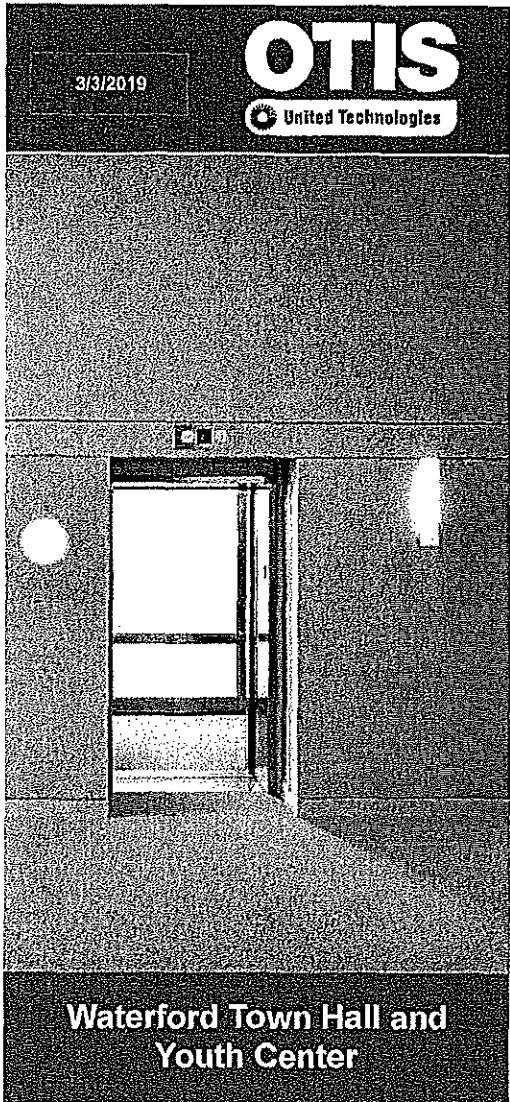
**Waterford Town Hall and
Youth Center**



1 Why Modernize

A lot has changed since your elevator was installed.

- Technology was advanced.
- Being green has become critical.
- Styles have changed.
- Code & Safety have changed.

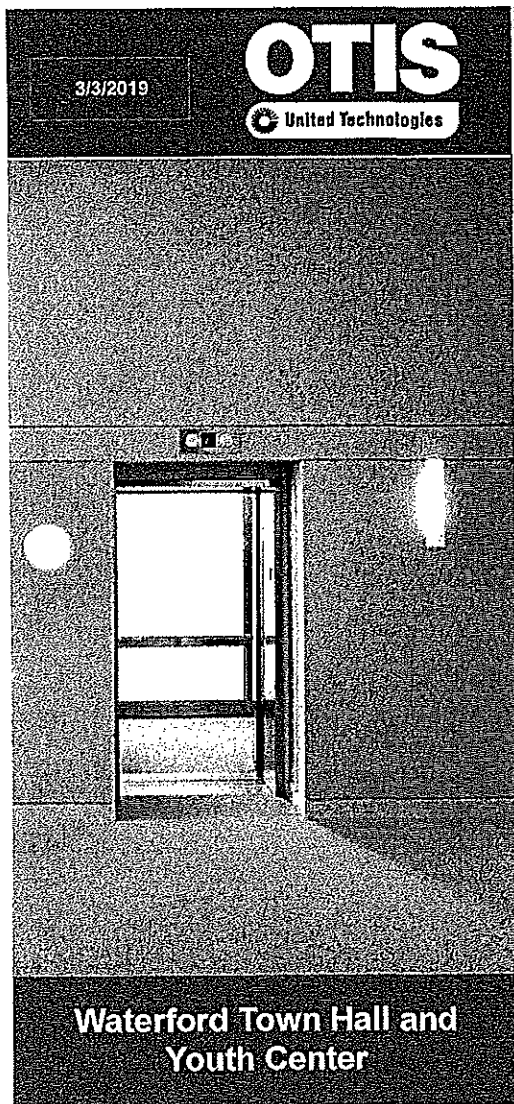


1 Why Modernize

The question isn't
if you should modernize:

It's when.

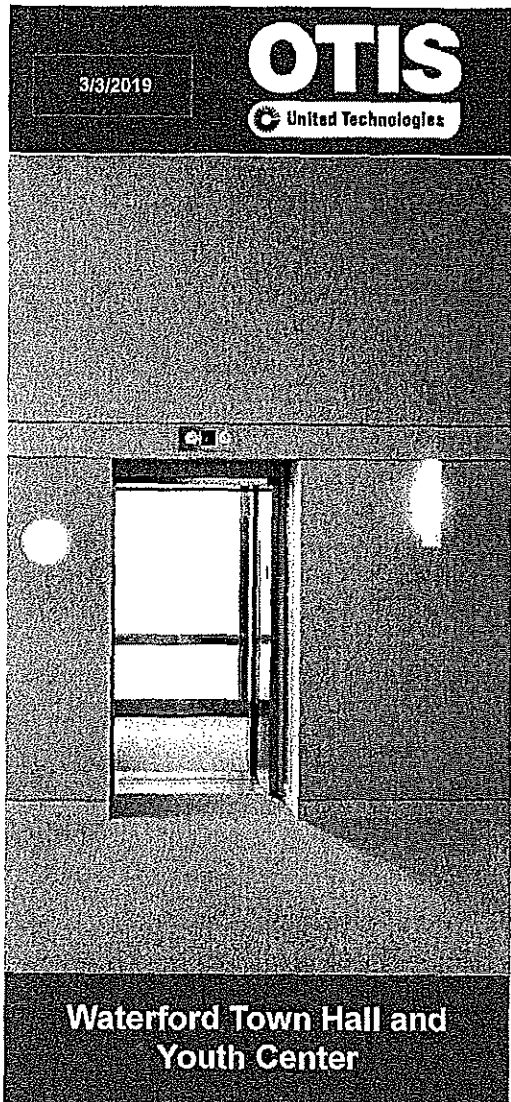
- In order for your building to stay competitive, your aging elevator system needs modernizing.



1 Why Modernize

The right solution,
the right team.

- State-of-the-art products
- A finely tuned process
- Forward looking service



1 Why Modernize

Another reason to modernize is preparing for obsolescence.

Some parts in your elevator have to be redesigned, others are simply unavailable. As your elevator continues to age, more parts may be hard to come by.

With Otis, we provide you a plan to avoid costly downtime, or even potential outages. For our customers, we offer:

- Comprehensive elevator surveys
- Component upgrade options
- Full modernization solutions



2 Code & Safety Requirements

The following capital improvements are either required or strongly recommended so that your equipment will operate in a safe manor and will be in compliance with ASME, ANSI A17.1 and CSA B44 Elevator Code.

Items in this section reduce your business risk associated with owning/managing a building.

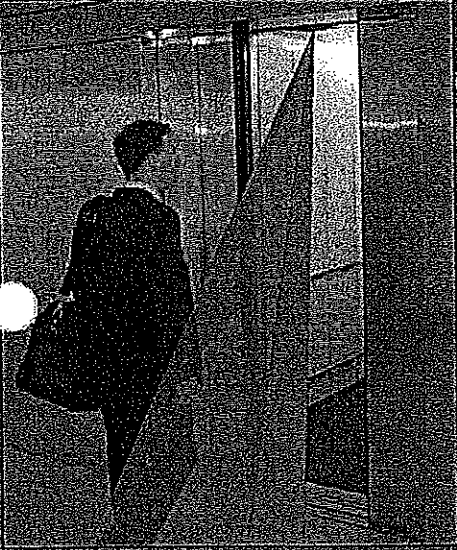
Look for the following symbol to denote recommendations related to Code or Safety:

S A F E T Y



3/3/2019

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S A F E T Y

**Waterford Town Hall and
Youth Center**

OPTIGUARD™ PLUS Door Protection

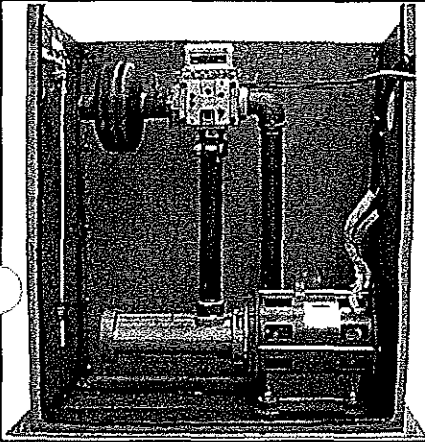
- Enhanced safety
- Investment Protection
- Code Compliant

The Otis' OPTIGUARD™ PLUS system uses 154 infrared emitters and detectors to create an invisible safety net across the elevator entrance. The Optiguard Plus system continuously scans for interrupted beams. If any beam in the curtain is interrupted, the Optiguard Plus system will reopen the elevator door instantly.

Optiguard™ offers maximum protection for passengers; reducing potential injuries and building liability. The system ensures safe passage through the elevator entrance, holding the doors open while passengers enter and exit.

In addition, the Optiguard™ system's infrared beams also detect objects approaching, reducing potential damage to elevator doors caused by mail carts, stretchers or other moving equipment.

3/3/2019



EFFICIENCY

Waterford Town Hall and
Youth Center

Power Unit: Pump, Motor & Valve

- Improves reliability
- Improves passenger safety
- Improves performance
- Reduces noise

Existing Power Unit



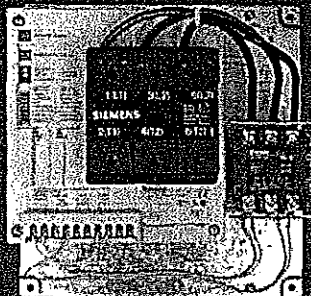
Existing power units consist of many interacting components such as valves, solenoids, pumps and motors. As machines age, these components wear, resulting in greater potential for shutdowns and associated downtime. What's more, some power units use external pumps and motors, which begin to leak as they age. Replacing all these components at once with a new power unit can improve reliability, reduce downtime and minimize leaks.

The Otis Hydraulic power unit uses a submerged pump system which is a quieter operation than one with externally mounted pumps and motors.

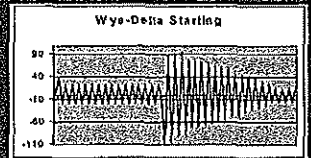
The power unit is also responsible for providing the correct oil flow to the elevators hydraulic cylinder. This can result in more consistent floor-to-floor times and improved leveling.

3/3/2019

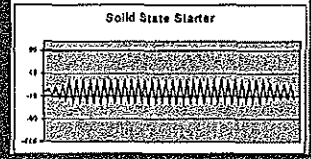
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Wye-Delta Starting



Solid State Starter



EFFICIENCY

Waterford Town Hall and Youth Center

Solid State Starter

- Reduces downtime
- Improves elevator performance through shorter floor to floor times
- Reduces noise
- Minimizes power surges
- Minimizes risk of overloading the motor

With Solid-State Starters, you can select the proper starting current that's best for your hydraulic motor, minimizing the risk of overloading it. Conventional starters do not allow this flexibility.

The Solid-State Starter has many built-in features that conventional Wye-Delta starters don't offer. "Auto-sense" during start-up checks motor lead hookups and shuts down the motor if the hookups aren't connected correctly. It also detects whether the starter is being used across the line or in a Delta configuration. Built-in phase loss detection protects the motor.

The elimination of magnetic contactors and feeder wires reduces noise and downtime.



3 Americans with Disabilities Act

The following capital improvements are either required or strongly recommended so that your equipment will meet the requirements set forth in the Americans with Disabilities Act (ADA).

Look for the following symbol to denote recommendations related to ADA:



3/3/2019



ADA

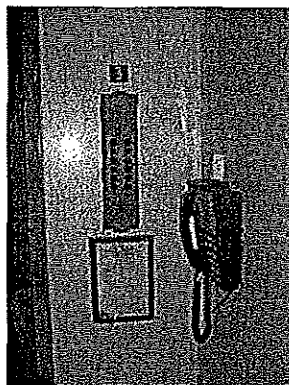


**Waterford Town Hall and
Youth Center**

ADA Hands-Free Phone

- Improves passenger safety
- Improves speed and accuracy of response
- Updates the appearance of your elevator
- ADA compliant

Existing elevator emergency phone



The HANDSOFF phone is very easy to use. The call is initiated by a push button equipped with a built-in autodialer. The unit is handsfree and automatically identifies the elevator location to the answering service.

The HANDSOFF phone is phone-line powered with an optional built-in power pack for weak phone lines.

This device complies the requirements of the Americans with Disabilities Act and enhances the safety and security of all passengers.

For maintenance customers, the HANDSOFF phone is automatically connected to OTISLINE, Otis' 24-hour communication center.



4 Reliability & Efficiency

The following capital improvements are strongly recommended in order to improve your elevator system performance. Items in this section are engineered and offered to specifically:

- Decrease frequency of shutdowns
- Decrease likelihood of entrapments
- Decrease passenger waiting and delivery times
- Reduce customer complaints
- Improve ride quality
- Improve passenger confidence and satisfaction

Look for the following symbol to denote recommendations related to Reliability & Efficiency:



3/3/2019



OTIS GLIDE™

The closed loop system constantly monitors the speed and position of the doors and compares this data to predefined opening and closing profiles.

The constant monitoring of both speed and position "closes the loop" on the system by adjusting the motor output to match the predefined profiles. The result is smooth, consistent performance, regardless of wind, rain, temperature, door weight and even small debris.

The closed loop system is a state of the art self-correcting door operator that is compatible with all elevators.

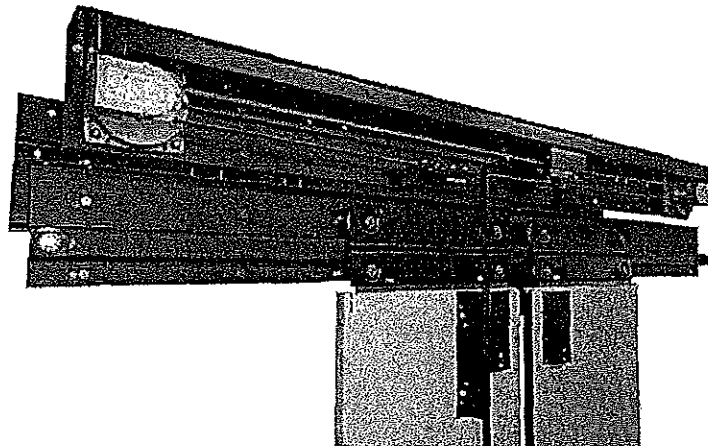
WORLD CLASS PERFORMANCE



**Waterford Town Hall and
Youth Center**

Closed Loop Door Operator

- World Class Performance – Improved reliability using direct drive belt technology to eliminate drive arm linkages reducing the number of moving parts.
- Swift, Quiet Operation – increased performance and reduced travel times
- Environmentally Friendly – eliminates carbon brush dust and lubrication



3/3/2019



Door Restrictors

Tragic accidents can occur when passengers attempt to exit the car and leap to the landing. Passengers need to stay in the elevator until trained personnel arrive to remove them safely. Installation of door restrictors improves passenger safety.

MECHANICAL DOOR RESTRICTOR

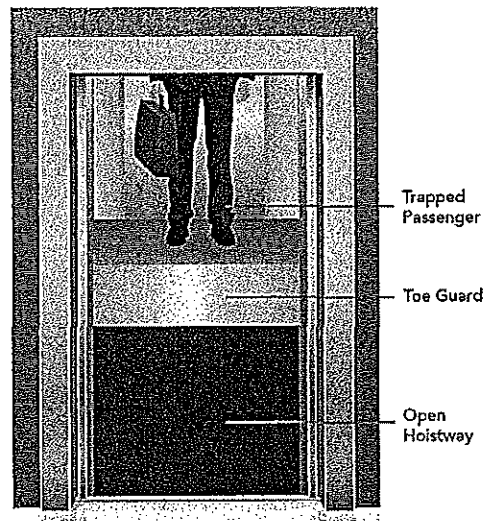
This heavy-duty door restrictor mounts directly on the elevator car door. It incorporates Otis' patented design, which allows qualified personnel to disengage the restrictor when needed to evacuate trapped passengers.

**Waterford Town Hall and
Youth Center**

Door Restrictors

BENEFITS

- Prevent passengers from opening the car doors when an elevator is stalled between floors.
- Reduce the risk of falls and injuries from self-evacuation or evacuation with assistance from untrained people.
- Meets elevator safety codes.



3/3/2019

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United Technologies

5 Aesthetics & Image

The following capital improvements are strongly recommended in order to improve the appearance and ride quality aspects of your elevator equipment.

Items in this section affect the overall image of your building and give you a competitive edge in the marketplace.

Look for the following symbol to denote recommendations related to Reliability & Efficiency:

A E S T H E T I C S / I M A G E

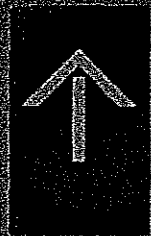
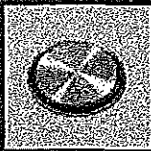
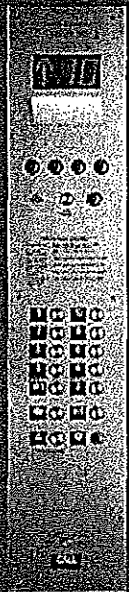


**Waterford Town Hall and
Youth Center**

3/3/2019



New Car Operating Panel



ADA

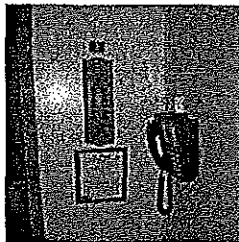


**Waterford Town Hall and
Youth Center**

New Car Fixtures

- Reduce shutdowns due to stuck or broken buttons
- Reduces tenant complaints due to burnt out light bulbs
- Modernizes the appearance of your building
- Required for ADA compliance

Existing Car Operating Panel

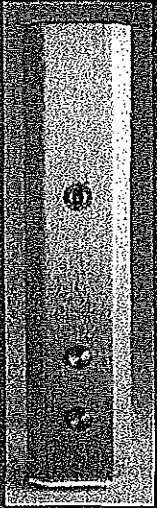


New car operating panels include stronger, more durable fixtures and buttons. In addition, the fixtures include long-life LED indicators, reducing the need for frequent bulb replacements.

The new car operating panel has an LED position indicator, emergency light and buttons, raised braille tags and an integral handsfree phone. All call buttons have visual signals to indicate when each call is registered and when each call is answered. The new car operating panel complies with the Americans with Disabilities Act.

3/3/2019

OTIS
United Technologies



Hall Pushbuttons
with LEDs for long
life

A D A 

**Waterford Town Hall and
Youth Center**

Hall Station Replacement

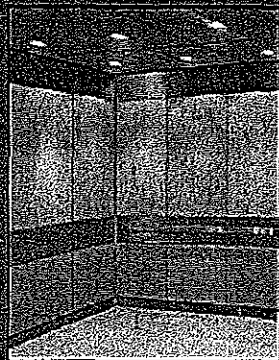
- Reduce shutdowns due to stuck or broken buttons
- Reduces tenant complaints due to burnt out light bulbs
- Quick, easy installation with minimum downtime
- Required for ADA compliance

New hall stations include stronger, more durable fixtures and buttons. In addition, the fixtures include long life LED indicators, reducing the need for frequent bulb replacements.

The design of the new fixtures reduces or eliminates the need for cutting and patching.

The Americans with Disabilities act requires call buttons in elevator lobbies and halls to be centered at 42 in (1065 mm) above the floor. The call buttons must also have visual signals to indicate when each call is registered and when each call is answered.

3/3/2019



AESTHETICS / IMAGE



**Waterford Town Hall and
Youth Center**

Cab Interiors

- Improve building image
- Improve building value
- Improve tenant & customer confidence
- Reduced downtime for installation

Otis Cab Interiors provide an innovative way to upgrade the visual appearance of elevator cabs and enhance the image of the building and the elevator by using a unique tongue-and-groove construction method. The Cab Interiors design reduces elevator downtime and enables the product to be offered at a very competitive price.

The panels systems are provided in ten basic designs, or custom designs may be specified for an additional charge. The combination of laminate selections and ceiling/lighting designs creates a wide variety of options to choose from.



6 Modernization Packages

The following pages outline upgrade package options including combinations of many of the products you've just seen.

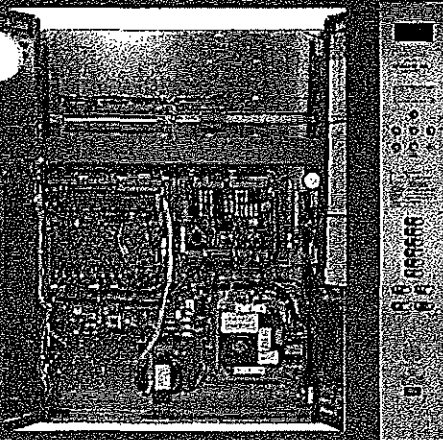
Upgrading your equipment with a modernization package provides the most favorable pricing and less overall disruption to the operation of your building.

3/3/2019



HydroAccel™ Package includes:

Controller	Door Reversal Device
Power Unit	Travelling Cable
Fixtures	Code & Safety Items
Door Operator	Energy Efficiency



**Waterford Town Hall and
Youth Center**

Hydraulic Modernization

- Improves reliability
- Reduces shutdowns and potential for entrapment
- Improves leveling performance
- Reduces potential liability
- Reduces noise
- Improves building energy usage and image

Otis's solid-state control system features fewer mechanical components than electro-mechanical systems, which allows for more consistent, reliable operation.

The latest technology in hoistway positioning and leveling help ensure optimal ride, precise car positioning, and consistent leveling ($\pm 1/2$ inch) for outstanding performance and passenger safety.

The HydroAccel Express Pack includes a new solid-state control system, a solid state starter, new door operator, and new car and hall fixtures compliant with the ADA.

The Otis HydroAccel is compatible with Elite Service and Otis' Remote Elevator Monitoring (REM®) system, which, for Otis maintenance customers, provides 24/7 monitoring of your elevator system.

3/3/2019



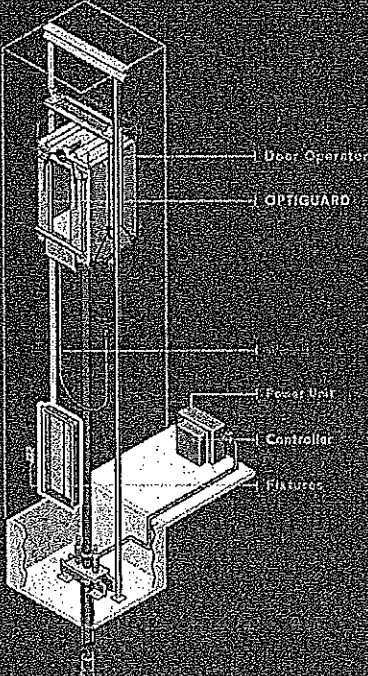
Hydraulic Modernization

Comprehensive Modernization Scope of Work

Budget Price
(per Elevator):
\$85,000

Add Cab Interior:
+\$15,000

Each price above is per elevator



	Controller The microprocessor-based system ensures precise car leveling and includes a built-in status monitor for increased reliability. It is Ocs II™ control ready, enabling remote diagnostics and an industry-leading response. Optional full O-Safe™ rescue operation is also available.
	Closed Loop Door Operator Ensures passenger safety, less noise and enhanced reliability.
	OPTIGUARD™ Door Protection Creates an infrared safety zone in front of doors that detect passengers and prevents doors from closing on them.
	LED Fixtures Upgraded buttons and lanterns give the elevator a new look and a better riding experience.
	Wiring New hoistway and traveling cable wiring ensures reliable communication throughout the system.
	Power Unit (optional) Pump is submerged in oil tank which leads to quieter operation and less oil smell emitting from the machine room.

**Waterford Town Hall and
Youth Center**

3/3/2019



8 Summary & Prioritization

Individual Component Upgrade-Prioritization

Pricing is for budgetary purposes only. Proposals for recommended options are available upon request.

Building		Waterford Town Hall	Waterford Youth Center	Total
HIGH PRIORITY	Elevator #	400925	D10550	
	Phone	\$2,000	\$2,000	\$4,000
	Opti-Guard	\$5,700	\$5,700	\$11,400
	Solid State Starter	\$6,100	\$6,100	\$12,200
	URGENT TOTAL	\$13,800	\$13,800	\$27,600
MODERATE PRIORITY	Controller	\$55,000	\$55,000	\$110,000
	Door Operator	\$24,000	\$24,000	\$48,000
	Power Unit	\$30,000	\$30,000	\$60,000
	HIGH TOTAL	\$109,000	\$109,000	\$218,000
TOTAL				\$245,600

**Waterford Town Hall and
Youth Center**

TOWN OF WATERFORD TRANSFER REQUEST FORM

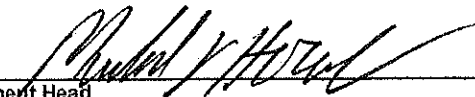
In Series (Over \$1000)

Fire Services
DEPARTMENT

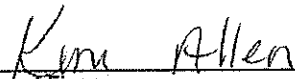
Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	Budget Transfer INCREASE	Budget Transfer DECREASE	REVISED Available Budget
1	10123	51411	Incentive Program Stipends	\$ 50,000	\$ 50,000		(25,000.00)	\$ 25,000
2	10123	51810	Overtime	\$ 85,647	\$ (46,033)	25,000.00		\$ (21,033)
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
TOTAL						25,000.00	(25,000.00)	

Explanation:

1-2 This overage is due to needed shift coverages


Department Head

12/15/21
Date


Director of Finance

12/22/21
Date

First Selectman

Date

Commission/Board Approval

Date



12/22/2021 12:04
kallen

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

P 1
glytdbud

FOR 2022 13

ACCOUNTS FOR: 101 GENERAL FUND
ORIGINAL APPROP TRANS/ADJSMYS

		REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
10123 FIRE SERVICES						
10123 51110	ADMINISTRATION	222,985.00	91,342.86	0.00	131,642.14	41.0%
10123 51120	INSPECTION	78,566.00	73,115.55	0.00	5,450.45	93.1%
10123 51210	CLERICAL AND TECHNICAL	142,330.00	67,315.15	0.00	70,014.85	49.0%
10123 51240	EDUCATIONAL INCENTIVE	20,430.00	12,620.00	0.00	7,810.00	61.8%
10123 51410	FIRE FIGHTING	1,413,050.00	601,964.86	0.00	811,085.14	42.6%
10123 51411	INCENTIVE PROGRAM STIPENDS	50,000.00	0.00	0.00	50,000.00	.0%
10123 51440	DISPATCH	0.00	0.00	0.00	0.00	.0%
10123 51450	EXTRA DUTY	0.00	0.00	0.00	0.00	.0%
10123 51451	EXTRA DUTY REGULAR WAGES	0.00	0.00	0.00	0.00	.0%
10123 51810	OVERTIME	85,647.00	134,304.43	0.00	-48,657.43	156.8%*
10123 51830	TRAINING & EDUCATION	0.00	0.00	0.00	0.00	.0%
10123 51920	F.I.C.A.	153,997.00	69,735.92	0.00	84,261.08	45.3%
10123 52010	ADVERTISING	200.00	567.60	0.00	-67.60	113.5%*
10123 52020	POSTAGE	250.00	40.48	0.00	209.52	16.2%
10123 52030	PROFESSIONAL FEES	3,875.00	901.00	0.00	1,974.00	31.3%
10123 52040	SERVICE CONT. AND REPAIRS	13,530.00	5,780.81	1,098.95	2,890.24	70.4%
10123 52050	DUES, CONFERENCES & EDUCAT	45,000.00	8,637.30	10,270.00	19,092.70	49.8%
10123 52060	PRINTING	0.00	10.95	0.00	39.05	21.9%
10123 52070	REIMBURSABLE EXPENSES	1,500.00	413.96	0.00	1,036.04	28.5%
10123 52080	TELEPHONE	17,035.00	6,653.64	10,127.11	254.25	98.5%

12/22/2021 12:04
kallen

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

P 2
glytdbud

FOR 2022 13

ACCOUNTS FOR: 101 GENERAL FUND
ORIGINAL APPROP

TRANS/ADJSTMS

REVISED BUDGET

YTD EXPENDED

ENCUMBRANCES

AVAILABLE BUDGET

% USED

10123 52020	HEATING FUEL	0.00	0.00	0.00	0.00	0.00	0.00
10123 52100	ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00
10123 52110	WATER	0.00	0.00	0.00	0.00	0.00	0.00
10123 52120	SEWER	0.00	0.00	0.00	0.00	0.00	0.00
10123 52290	PUBLIC SAFETY AWARENESS	2,500.00	0.00	1,466.76	0.00	1,033.24	58.7%
10123 52310	EXAMINATIONS	8,000.00	0.00	4,639.42	1,860.58	1,500.00	81.3%
10123 52320	RENTAL OF HYDRANTS	457,200.00	0.00	112,701.54	338,105.46	6,393.00	98.6%
10123 52370	CLOTHING OR UNIFORM ALLOW	18,250.00	0.00	9,159.03	3,568.71	5,522.26	69.7%
10123 52371	FIRE POLICE	1,500.00	0.00	1,035.09	0.00	464.91	69.0%
10123 52372	INSURANCE	138,564.00	5,760.00	144,321.00	0.00	3.00	100.0%
10123 52373	LP GAS	3,500.00	0.00	439.27	0.00	3,060.73	12.6%
10123 52374	CABLE TELEVISION	7,500.00	0.00	3,365.36	5,834.64	-1,700.00	122.7%*
10123 52375	GROUND LADDER TESTING	5,825.00	0.00	7,177.00	0.00	-1,352.00	123.2%*
10123 52376	HYDRAULIC TESTING	2,500.00	5,000.00	4,811.61	1,909.07	779.32	89.6%
10123 52377	BREATHING APPARATUS TESTING	8,760.00	0.00	7,486.80	830.15	443.05	94.9%
10123 52378	BUILDING MAINTENANCE	85,000.00	-14,300.00	34,472.77	19,209.65	17,017.58	75.9%
10123 52379	HOSE TESTING AND REPAIRS	9,825.00	0.00	0.00	0.00	9,825.00	0.0%
10123 52387	PUMP TESTING SERVICES	4,000.00	0.00	1,200.00	0.00	2,800.00	30.0%
10123 52392	GENERATOR MAINTENANCE & REPAIR	4,225.00	15,000.00	7,446.50	11,148.35	630.15	96.7%
10123 52396	FF - PROTECTIVE CLOTHING	0.00	0.00	0.00	0.00	0.00	0.0%
10123 53010	OFFICE SUPPLIES	1,500.00	0.00	254.03	297.12	948.85	36.7%
10123 53020	OTHER SUPPLIES	18,000.00	0.00	5,576.79	6,083.99	6,339.22	64.8%



FOR 2022 13

ACCOUNTS FOR: 101 GENERAL FUND
ORIGINAL APPROP TRANS/ADJUSTS

		REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
10123 53021	CONSUMABLE SUPPLIES	7,500.00	2,882.02	294.19	4,323.79	42.3%
10123 53070	AUTO REPAIRS	0.00				
10123 53090	FUELS AND LUBRICANTS	90,000.00	73,328.20	15,714.05	957.75	98.9%
10123 53110	COMPUTER SUPPLIES	18,740.00	10,420.21	255.83	8,063.96	57.0%
10123 53111	FF PROTECTIVE CLOTHING	3,000.00	318.00	515.00	2,167.00	27.8%
10123 53112	FIREFIGHTING SUPPLIES	78,750.00	18,019.57	1,944.21	58,786.22	25.4%
10123 53113	VOLUNTEER RESPONDER AWARDS	10,000.00	1,767.18	7,269.84	962.98	90.4%
10123 53114	MEDICAL SUPPLIES	5,000.00	316.00	0.00	4,684.00	6.3%
10123 54060	OFFICE EQUIPMENT	10,000.00	2,461.75	1,778.31	5,759.94	42.4%
10123 54202	EQUIPMENT - FIRE INVESTIGATIONS	3,000.00	0.00	200.00	2,800.00	6.7%
10123 54207	SCBA REPLACEMENT BOTTLES	500.00	366.82	0.00	133.18	73.4%
10123 54215	THERMAL CAMERAS - OSWEGATCHIE	0.00	0.00	0.00	0.00	.0%
10123 54216	MULTI-GAS METER	0.00	0.00	0.00	0.00	.0%
10123 54217	RESCUE SAWS	0.00	0.00	0.00	0.00	.0%
10123 54218	FIREFIGHTER EQUIPMENT	0.00	0.00	0.00	0.00	.0%
10123 54219	EQUIPMENT STORAGE LOCKER	35,000.00	0.00	6,900.00	28,100.00	19.7%
10123 54220	RADIO/EMERGENCY LIGHTS	0.00	0.00	0.00	0.00	.0%
10123 54221	SERVICE TRUCK EQUIPMENT	10,000.00	6,564.03	962.67	2,473.30	75.3%
10123 54222	RESCUE TRUCK EQUIPMENT	0.00	0.00	0.00	0.00	.0%
10123 54225	EQUIPMENT	7,500.00	0.00	0.00	7,500.00	.0%
10123 54241	TELEPHONE SYSTEM - GOSHEN FIRE	22,000.00	0.00	0.00	22,000.00	.0%
		0.00	0.00	0.00	0.00	.0%
TOTAL FIRE SERVICES		3,321,034.00	1,535,401.26	446,177.88	1,339,454.86	59.7%

12/22/2021 12:04
kallen

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

P 4
glytdbud

FOR 2022 13

ACCOUNTS FOR: 101 GENERAL FUND
ORIGINAL APPROP

	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL GENERAL FUND						
3,326,034.00	-5,000.00	3,321,034.00	1,535,401.26	446,177.88	1,339,454.86	59.7%
TOTAL EXPENSES	-5,000.00	3,321,034.00	1,535,401.26	446,177.88	1,339,454.86	
3,326,034.00						

FOR 2022 13

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMERANCES	AVAILABLE BUDGET	% USED
3,326,034.00		3,321,034.00	1,535,401.26	446,177.88	1,339,454.86	59.7%
GRAND TOTAL						
	-5,000.00					

** END OF REPORT - Generated by Kimberly Allen **

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

Fire Services
DEPARTMENT

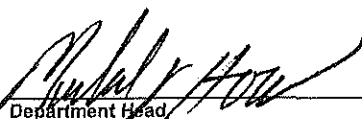
Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10123	53020	Other Supplies	\$ 18,000	\$ 6,339		\$ (1,200)	\$ 5,139
2	10123	54226	Equipment	\$ 22,000	\$ 22,000		\$ (20,000)	\$ 2,000
3	10123	51810	Overtime	\$ 85,647	\$ (46,033)	\$ 21,200		\$ (24,833)
								\$ -
4	10123	53020	Other Supplies	\$ 18,000	\$ 6,339		\$ (400)	\$ 5,939
5	10123	53021	Consumable Supplies	\$ 7,500	\$ 4,324		\$ (500)	\$ 3,824
6	10123	53110	Computer Supplies	\$ 3,000	\$ 2,167		\$ (500)	\$ 1,667
7	10123	52375	Ground Ladder Testing	\$ 5,825	\$ (1,352)	\$ 1,400		\$ 48
								\$ -
8	10123	54060	Office Equipment	\$ 3,000	\$ 2,800		\$ (100)	\$ 2,700
9	10123	52010	Advertising	\$ 500	\$ (68)	\$ 100		\$ 32
								\$ -
								\$ -
								\$ -
								\$ -
TOTAL						22,700.00	(22,700.00)	

Explanation

1-3 This overage is due to needed shift coverage

4-7 This overage is due to an increase in vendor charges

8-9 This overage is due to the number of projects requiring bidding advertising


Department Head


Director of Finance

First Selectman

Commission/Board Approval

12/15/21
Date

12/02/21
Date

Date

Date



12/22/2021 12:04
kallen

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

P 2
glytdbud

FOR 2022 13

ACCOUNTS FOR: 101 GENERAL FUND
ORIGINAL APPROP

TRANS/ADJSMTS

REVISED BUDGET

YTD EXPENDED

ENCUMBRANCES

AVAILABLE BUDGET

% USED

10123 52020	HEATING FUEL	0.00	0.00	0.00	0.00	0.00	0.00
10123 52100	ELECTRICITY	0.00	0.00	0.00	0.00	0.00	0.00
10123 52110	WATER	0.00	0.00	0.00	0.00	0.00	0.00
10123 52120	SEWER	0.00	0.00	0.00	0.00	0.00	0.00
10123 52290	PUBLIC SAFETY AWARENESS	0.00	0.00	0.00	0.00	0.00	0.00
10123 52310	EXAMINATIONS	2,500.00	2,500.00	1,466.76	0.00	1,033.24	58.7%
10123 52320	RENTAL OF HYDRANTS	8,000.00	8,000.00	4,639.42	1,866.58	1,500.00	81.3%
10123 52370	CLOTHING OR UNIFORM ALLOW	457,200.00	457,200.00	112,701.54	338,105.46	6,393.00	98.6%
10123 52371	FIRE POLICE	18,250.00	18,250.00	9,159.03	3,568.71	5,522.26	69.7%
10123 52372	INSURANCE	1,500.00	1,500.00	1,035.09	0.00	464.91	69.0%
10123 52373	LP GAS	138,564.00	144,324.00	144,321.00	0.00	3.00	100.0%
10123 52374	CABLE TELEVISION	3,500.00	3,500.00	439.27	0.00	3,060.73	12.6%
10123 52375	GROUND LADDER TESTING	7,500.00	7,500.00	3,365.36	5,834.64	-1,700.00	122.7%*
10123 52376	HYDRAULIC TESTING	5,825.00	5,825.00	7,177.00	0.00	-1,352.00	123.2%*
10123 52377	BREATHING APPARATUS TESTING	2,500.00	7,500.00	4,811.61	1,909.07	779.32	89.6%
10123 52378	BUILDING MAINTENANCE	8,760.00	8,760.00	7,486.80	830.15	443.05	94.9%
10123 52379	HOSE TESTING AND REPAIRS	85,000.00	70,700.00	34,472.77	19,209.65	17,017.58	75.9%
10123 52387	PUMP TESTING SERVICES	9,825.00	9,825.00	0.00	0.00	9,825.00	0.0%
10123 52392	GENERATOR MAINTENANCE & REPAIR	4,000.00	4,000.00	1,200.00	0.00	2,800.00	30.0%
10123 52396	FF - PROTECTIVE CLOTHING	4,225.00	19,225.00	7,446.50	11,148.35	630.15	96.7%
10123 53010	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.0%
10123 53020	OTHER SUPPLIES	1,500.00	1,500.00	254.03	297.12	948.85	36.7%
		18,000.00	18,000.00	5,576.79	6,083.99	6,339.22	64.8%





FOR 2022 13

ACCOUNTS FOR: 101 GENERAL FUND
ORIGINAL APPROP TRANS/ADJSMTS

	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL GENERAL FUND					
3,326,034.00	3,321,034.00	1,535,401.26	446,177.88	1,339,454.86	59.7%
TOTAL EXPENSES					
3,326,034.00	3,321,034.00	1,535,401.26	446,177.88	1,339,454.86	



FOR 2022 13

ORIGINAL APPROP	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
3,326,034.00	-5,000.00	3,321,034.00	1,535,401.26	446,177.88	1,339,454.86	59.7%

GRAND TOTAL

** END OF REPORT - Generated by Kimberly Allen **

Chapter 2.50 - ETHICS COMMISSION

2.50.010 - Preamble and declaration of policy and purpose.

- A. Public office is a trust conferred by public authority for a public purpose. The trust of the public is essential for government to function effectively. Public policy must be based on honest and fair deliberations and decisions. Policy development must be free from threats, undue influence, and all forms of impropriety, so that the confidence of the public is not eroded. By enacting this code of ethics, the Town of Waterford seeks to maintain and increase the confidence of our citizens in the integrity and fairness of their government.
- B. The proper operation of town government requires that all public officials and town employees shall be impartial and responsive to the public interest, that public office and employment should not be used for personal gain or advantage, and that public officials and town employees should not place themselves in positions where private interest conflicts with public duty.
- C. In recognition of these principles and pursuant to Sections 7-148(c)(10)(B) and 7-148h of the Connecticut General Statutes, there is established a code of ethics for all town public officials and employees, whether elected or appointed, paid or unpaid.

(R.T.M. 12-7-20; Amend. of 2-4-13(1); R.T.M. 6-1-92 (part))

2.50.020 - Definitions.

- A. *"Business with which the individual is associated"* means any sole proprietorship, partnership, firm, corporation, trust, or other entity through which business for profit or not for profit is conducted in which the public official or town employee or member of that individual's immediate family is a director, officer, owner, limited or general partner, beneficiary of a trust, or holder of stock constituting five percent or more of the total outstanding stock of any class unless the public official or town employee, or member of that individual's immediate family is deemed to be associated with a not-for-profit entity solely by virtue of the fact that the public official or town employee or of immediate family member is an unpaid director or officer of the not-for-profit entity. "Officer" refers only to the president, executive, senior vice president, or treasurer of such business.
- B. *"Gift"* includes, but is not necessarily limited to, a payment, subscription, advance, forbearance, rendering of service, deposit of money, favorable treatment of consequence, or anything of value that is directly and personally received. Gift shall not include:
 - 1. A political contribution otherwise reported as required by law;
 - 2. Services provided to support a political candidate or political party without compensation by persons volunteering their time;
 - 3. A commercially reasonable loan made on terms not more favorable than loans made in the ordinary course of business;
 - 4. Anything of value received because of a family or close personal relationship with the donor;

5. A nonpecuniary gift, including food or beverage, not to exceed twenty-five dollars in value;
 6. An award publicly presented in recognition of public service; or
 7. Any gift that would have been offered or given to the individual regardless of the individual's status as a public official or town employee.
- C. *"Immediate family"* means dependent relatives who reside in the household and any spouse, children, parents, parents-in-law, siblings, and spouses of children.
- D. *"Individual"* means a natural person.
- E. *"Town employee"* means an individual working for salary or wages from the town, including board of education employees, whether on a part-time or full-time basis and whether the position is reviewed by personnel review board or not, but does not include the town attorney or any public official.
- F. *"Official act or action"* means any legislative, administrative, appointed, or discretionary act of any public official or town employee or of any department, agency, board, committee, or commission of the town.
- G. *"Person"* means any individual, business, corporation, union, association, firm, partnership, committee, club, or other organization or group of persons.
- H. *"Public official"* means any elected official, including members of the board of education and board of selectmen; or any individual, including the town attorney, appointed to any town office, commission, agency, committee, board, or department by the representative town meeting (R.T.M.), board of finance, board of education, first selectman, or board of selectmen.

(R.T.M. 12-7-20; R.T.M. 6-1-92 (part))

2.50.030 - Code of ethics.

- A. Public officials or town employees have an interest that is in substantial conflict with the proper discharge of duties or employment in the public interest and of responsibilities as prescribed by the laws of this state if they have reason to believe or expect that they, their immediate family, or a business with which they are associated will derive a direct monetary gain or suffer a direct monetary loss, as the case may be, by reason of their official activity.
- B. Public officials or town employees do not have an interest that is in substantial conflict with the proper discharge of duties in the public interest and of responsibilities as prescribed by the laws of this state if any benefit or detriment accrues to them, their immediate family, or a business with which they are associated as a member of a profession, occupation, or group to no greater extent than any other member of such profession, occupation, or group.
- C. A public official or town employee may not take official action on any matter in which a substantial conflict (as defined in subsection A of this section) exists. If the conflict is disclosed, a public official or town employee may participate in discussions with or give opinions or recommendations to a town board, agency, commission, committee, department, or another public official or town employee.
- D. Public officials and town employees shall refrain from using their positions for personal gain and shall keep confidential all information not available to all citizens that is acquired by virtue of their position in the town government.

- E. Public officials and town employees shall not request, permit, or engage in the unauthorized use of town-owned vehicles, equipment, materials, or property for personal convenience or profit.
- F. Public officials and town employees shall not accept any gift that might reasonably tend to influence the impartial discharge of their official acts.
- G. No public official or town employee shall enter into any non-bid contract with the town exceeding five hundred dollars or a series of non-bid contracts exceeding two thousand dollars in any one year. Nothing contained herein shall be construed to prevent any public official or town employee from submitting a competitive, sealed bid in response to an invitation to bid from the town purchasing agent or any *commission, board, agency, or committee provided such person does not violate subsection A of this section*. Town employee union contracts with the town are not subject to the prohibition of this section. Employee contracts by nonunion personnel are also not subject to the prohibition of this section.
- H. No public officials or town employees shall seek for themselves, or grant to any citizen, any special consideration, treatment, or advantage beyond that which is available to every other citizen. No town employee shall seek any special consideration regarding the employee's employment from any town employee or public official. No town employee shall use the employee's position to directly benefit any political party or candidate for public office.

(R.T.M. 12-7-20; R.T.M. 6-1-92 (part))

2.50.040 - Establishment of an ethics commission and operating procedures.

- A. In accordance with the provision of Section 7-148h of the Connecticut General Statutes, there is created an ethics commission. This commission is empowered to investigate or to cause to be investigated allegations levied against any town board, agency, commission, committee, official, or employee of unethical conduct, corrupting influence, or illegal activities. Allegations of criminal misconduct or violations of the state penal code shall be referred to the police department or state's attorney's office whenever such allegations come to the attention of the commission, whether upon receipt of a complaint or during the course of an investigation. Notwithstanding provisions herein to the contrary, established internal complaint procedures of any town board, agency, commission, or committee, as such procedures may be amended, shall take precedence over the procedures established herein as to allegations levied against any town employee of such board or commission. Complaints that fall under the purview of an established complaint procedure of an agency shall be referred to that agency for disposition. The commission may issue subpoenas or subpoenas duces tecum, enforceable upon application to the superior court, to compel the attendance of persons at hearings and the production of books, documents, records, and papers. The commission shall not initiate investigations on its own volition.
- B. The commission shall be comprised of seven resident electors, none of whom shall be town employees or public officials. Two of the appointed members will be designated as alternates by the representative town meeting (R.T.M.). All members shall be appointed by majority vote of the R.T.M. No more than four members shall be members of the same political party. Of the five members initially appointed in 1992, three shall be appointed for a term of two years and two for a term of one year. Of the alternates initially appointed in 1992, one shall be appointed for a term of two years and one for a term of one year.

Subsequent appointments to the commission shall be for a term of two years. Any regular member having served three consecutive two-year terms shall be ineligible for reappointment to the commission for a period of two years. For individuals filling a vacancy, consecutive terms of service shall commence with the beginning of the next appointment term. The two alternative members may fully participate in all hearings and discussions but may not vote unless a regular member steps aside or is not present at the time of the vote.

- C. A quorum of four members shall be present in order for the commission to transact the business that comes before it.
- D. Notwithstanding the quorum requirement contained herein, no more or less than five members shall ever vote on any decision relative to a complaint that comes before the commission and, to be eligible to vote, the members must have been in attendance at all meetings at which testimony was presented.
- E. A person will not be disqualified from serving on the commission if a member of their immediate family is employed by the town or by the Waterford Board of Education or is a public official. However, if an accused person is an immediate family member or an immediate family member's supervisor or employed in the same department as an immediate family member, the commission member will be disqualified from voting on that particular matter.

(R.T.M. 12-7-20; R.T.M. 6-1-92 (part))

2.50.050 - Adoption of rules of procedure.

The commission shall adopt rules of procedure and regulations that it deems necessary to carry out the intent of this chapter, and the same and any amendments thereto shall be filed in the office of the town clerk and be available for public inspection. The discussions of the commission held in executive session are to be confidential. The minutes of the commission are public information and, unless confidential, will be made available to the public on the town's website and through the town clerk's office.

(R.T.M. 12-7-20; R.T.M. 6-1-92 (part))

2.50.060 - Advisory opinions.

- A. The ethics commission shall issue advisory opinions with regard to the requirements of the code of ethics of the town upon the written request of any public official or town employee. Advisory opinions rendered by the commission, until amended or revoked, shall be binding on the commission and shall be deemed the final decisions of the commission.
- B. Any advisory opinion concerning the public official or town employee who requested the opinion and who acted in reliance thereon, in good faith, shall be binding upon the commission. It shall be an absolute defense in any action brought under the provisions of the code of ethics (Section 2.50.030 of this Code) that the accused party acted in reliance upon such advisory opinion, assuming there are no relevant facts of which the commission was not aware when the opinion was rendered that would change the opinion of the commission.
- C. Each opinion of the ethics commission shall include a disclaimer to the effect that the opinion may be

different if different facts are presented to the commission at a later date.

(R.T.M. 12-7-20; R.T.M. 6-1-92 (part))

2.50.070 - Procedure for receiving and hearing complaints.

- A. The commission shall receive complaints from any person of alleged violation(s) of the code of ethics. Complaints received by the commission must be in writing and signed and acknowledged by the individual making the complaint before: (1) a judge of a court of record, (2) a clerk or deputy clerk of a court having a seal, (3) the town clerk, (4) a notary public, (5) a justice of the peace, or (6) an attorney admitted to the bar of this state. (Complaint of violation of code of ethics forms are available on the ethics commission page of the town website and in the town clerk's office.) A town employee who discloses illegal activities or unethical practices is protected by Section 31-51m of the Connecticut General Statutes from discharge, discipline, or other penalty unless the town employee knows the report is false. If the person makes a false statement, the person shall be subject to fines under the provisions of Section 53a-157 of the Connecticut General Statutes. See the recommended complaint form in the appendix at the end of the code.
- B. A complaint alleging a violation of the code of ethics shall be confidential except upon the request of the respondent. The subsequent evaluation of a possible violation of the code of ethics by the commission shall be confidential except upon the request of the respondent. If the evaluation is confidential, any information supplied to or received from the commission shall not be disclosed to any third party by the respondent, a person contracted for the purpose of obtaining information, or a commission, board or agency, or staff member. No provision of this subsection shall prevent the ethics commission from reporting the possible commission of a crime to the police department or state's attorney's office as appropriate.
- C. An investigation conducted prior to a finding of probable cause shall be confidential except upon the request of the respondent. If the investigation is confidential, the allegations in the complaint and any information supplied to or received from the commission shall not be disclosed during the investigation to any third party by a complainant; respondent; witness; designated party; or board, commission, agency, or staff member.
- D. Upon receiving a complaint of an alleged violation of the code of ethics, the commission shall, within seven days, notify the respondent in writing, advising the respondent of the specific nature of the complaint made and being investigated by the commission, and enclosing therewith a copy of the complaint. The respondent shall have the right to file a response within ten days after receipt of the notice of complaint. After notifying the respondent, the commission shall make a preliminary investigation of the validity of the complaint including interviews or discussions with the complainant, town personnel, or members of other public or private agencies. The preliminary investigation shall be completed within ninety days after notifying the respondent unless the commission notifies the complainant and the respondent in writing that additional time is required. Any person interviewed by

the commission during its investigation shall be entitled to representation by a union representative (where applicable) or an attorney, or both, at any meeting or inquiry during which the person may be subject to an investigatory interview.

- E. Not later than three business days after the termination of the investigation, the commission shall inform the complainant and the respondent and, at the discretion of the commission, the respondent's appointing authority or elected body, of its opinion as to probable cause and provide them a summary of its reasons for forming that opinion. Upon the respondent's request, the commission shall announce its opinion and may also announce a summary of its reason for forming such opinion. Such an announcement shall be made, at a minimum, on the town website.
- F. If the commission finds no probable cause for such complaint, the commission shall dismiss the complaint. In that event the complaint and the record of its investigation shall remain confidential, except upon the request of the respondent and except that some or all of the record may be used in subsequent proceedings. No complainant; respondent; witness; designated party; or commission, board, agency, or staff member shall disclose to any third party any information learned from the investigation, including knowledge of the existence of a complaint which the disclosing party would not otherwise have known. If such a disclosure is made, the commission may, after consultation with the respondent if the respondent is not the source of the disclosure, announce its opinion and a summary of its reasons. Such an announcement shall be made, at a minimum, on the town website.
- G. The commission shall make public an opinion of probable cause not later than five business days after the termination of the investigation. At such time the entire record of the investigation shall become public, except that the commission may postpone examination or release of such public records for a period not to exceed fourteen days for the purpose of reaching a stipulation agreement pursuant to subsection (c) of Section 4-177 of the Connecticut General Statutes.
- H. Within ten days after receipt of notice of an opinion of probable cause, the respondent may waive the right of a hearing by the commission; such waiver must be in writing. If a hearing is not waived, it shall be convened within thirty days of the date of giving notice of probable cause to the complainant and respondent. If a hearing is held, the hearing shall be recorded and a written transcript made of said hearing.
- I. The mailing address of the ethics commission shall be: Ethics Commission, Town Clerk's Office, 15 Rope Ferry Road, Waterford, Connecticut 06385-2886.
- J. In the event a hearing is held, the respondent shall have the right to counsel; to the presence of a union representative, if requested; to confrontation of all witnesses to cross examination; and to present evidence. The hearing shall be open. No hearing shall be conducted with less than five members of the commission in attendance.

(R.T.M. 12-7-20; R.T.M. 2-2-98 (part); R.T.M. 6-1-92 (part))

2.50.080 - Notice of hearing and decision.

- A. All notices required under this chapter shall be sent to the complainant and the respondent by registered or certified mail, return receipt requested.

- B. In the event a hearing is held, the commission shall render a decision within ten business days of the final day of the hearing. In the event no hearing is held, the commission shall render a decision within thirty days of the receipt of the respondent's waiver of hearing.

(R.T.M. 12-7-20; R.T.M. 2-2-98 (part); R.T.M. 6-1-92 (part))

2.50.090 - Report of findings and opinions and recommendations.

- A. The ethics commission shall make its report as to a violation of the code of ethics in the form of findings, opinions, and recommendations. Depending on the severity of the violation, the ethics commission's recommendations may include reprimand, suspension, dismissal, or resignation from office.
- B. If requested by the respondent and prior to submission of its report, the commission shall state its findings and opinions and recommendations in the respondent's presence in executive session.
- C. The commission shall submit its report to the board, commission, or agency to which the respondent is responsible and to the representative town meeting should the respondent be an elected official or an R.T.M. appointee.
- D. The person or governmental body receiving the report shall consider the findings and opinions and recommendations of the ethics commission in deciding the disposition to be made of the ethics complaint.
- E. The person or governmental body receiving the report shall determine the disposition of the ethics complaint and notify the respondent orally immediately and in writing by certified mail within thirty days of the receipt of the report from the commission.
- F. The person or governmental body receiving the report shall also report back to the ethics commission the decided findings and disposition in writing within thirty days of the receipt of the report from the commission.
- G. If the respondent is a member of a town employee bargaining unit or board of education employee bargaining unit, the grievance procedures outlined in the bargaining unit's contracts shall take precedence over other procedures outlined in this chapter.

(R.T.M. 12-7-20; R.T.M. 2-2-98 (part); R.T.M. 2-7-94 § II; R.T.M. 6-1-92 (part))

2.50.100 - Finances and compensation.

- A. The financial needs of the commission shall be funded in the same manner as those of other town boards and commissions listed in the Town of Waterford Code of Ordinances (Section 2.24.010).
- B. The members of the ethics commission shall receive no compensation for their services as such but shall be reimbursed for their necessary expenses incurred in the performance of their duties.

(R.T.M. 12-7-20; R.T.M. 2-5-03 (part); R.T.M. 6-1-92 (part))

2.50.110 - Effective date and reports.

- A. In the event any provision of this chapter is contradictory to any provision of a contract negotiated by an

organized bargaining unit, the provisions of such contract shall prevail.

- B. In the event any provision of this chapter (other than provisions rendered ineffective as to particular employees by reason of subsection B of this section) is contradictory to any provision of the conflict of interest provisions of the Town of Waterford Code of Ordinances (Section 2.08.050), the provisions of this chapter shall prevail.
- C. By September 15th of each year, the ethics commission shall prepare and submit to the board of selectmen and to the R.T.M. an annual report of its actions and recommendations from the preceding fiscal year. Additional reports and recommendations may be submitted by the commission to the board of selectmen and the R.T.M. at any time.

(R.T.M. 12-7-20; R.T.M. 2-2-98 (part); R.T.M. 6-1-92 (part))

2.50.120 - Distribution of the code of ethics.

The town clerk shall cause a copy of this code of ethics and any amendments thereto to be distributed to every public official and town employee within thirty days after the enactment of this code of ethics and subsequent amendments. Each public official and town employee elected, appointed, or engaged thereafter shall be furnished a copy before entering upon the duties of the office or employment. Not receiving a copy of this chapter or any amendments thereto or not signing a receipt therefor does not exempt a public official or town employee from the provisions of the code of ethics.

(R.T.M. 12-7-20; R.T.M. 2-2-98 (part); R.T.M. 6-1-92 (part))

TOWN OF WATERFORD

I, _____, acknowledge that I have been supplied a copy of and that I have read and understand Chapter 2.50 – Ethics Commission from the “Waterford Code of Ordinances.”

Signature

Date

**MINUTES
BOARD OF SELECTMEN
Regular Meeting
December 21, 2021
5:00 P.M.
Waterford Town Hall (APPLEBY ROOM)**

2021 DEC 23 PM 1:57

RECEIVED FOR RECORD
DATE: 01/02/21

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

Members Present: First Selectman Robert Brule, and Selectwoman Jody Nazarchyk. (Selectwoman Elizabeth Sabilia unable to attend)

1. **Call to Order & Roll Call**-First Selectman Brule called the meeting to order at 5:03pm
2. **Pledge of Allegiance**
3. **Public Comment:** N/A
4. **Fire Services:** To consider and act on the following request for the merging of two lines in the Capital Non-Recurring Designated, from the Director of Fire Services, Michael Howley to merge Line#20523-57792 to Line#20523-57733.

MOTION by Nazarchyk, and seconded by Brule, VOTING IN FAVOR:
unanimous **VOTE:2-0**

5. **First Selectman**-To consider and act on approving Waterford's participation in the Janssen Settlement Agreement as proposed by the CT Attorney General and Connecticut Conference of Municipalities.

MOTION by Nazarchyk, and seconded by Brule, VOTING IN FAVOR:
unanimous **VOTE:2-0**

6. First Selectman-To consider and act on the following request for an additional appropriation from the First Selectman, Rob Brule, for Save the River-Save the Hills for the pump out boat, in the amount of \$12,500.

MOTION by Nazarchyk, and seconded by Brule, VOTING IN FAVOR:
unanimous **VOTE:2-0**

7. Register of Voters: To consider and act on the following request for an Out of Series Transfer from Julie Watson Jones and Patti Waters, in the amount of \$303.

MOTION by Nazarchyk, and seconded by Brule, VOTING IN FAVOR:
unanimous **VOTE:2-0**

8. Public Works: To consider and act on the following request for an additional appropriation from the Director of Public Works, Gary Schneider, for the Public Safety Building in the amount of \$409,400.

MOTION by Nazarchyk, and seconded by Brule, VOTING IN FAVOR:
unanimous **VOTE:2-0**

9. Public Works: To consider and act on the following request for an additional appropriation from the Director of Public Works, Gary Schneider, for the evaluators at Town Hall and Youth & Family Services buildings in the amount of \$250,000.

MOTION by Nazarchyk to postpone motion #9 until the next Board of Selectmen meeting to review backup, and seconded by Brule, VOTING IN FAVOR:
unanimous **VOTE:2-0**

11. Waterford Public Schools- To consider and act on the following request for appropriation from Capital and Non-Recurring designated in Line#20560-57822 IT Learning Boards, from the Director of Finance, Joseph Mancini in the amount of \$170,000

MOTION by Nazarchyk, and seconded by Brule, VOTING IN FAVOR:
unanimous **VOTE:2-0**

11. Appointments and Resignations: N/A

12. Correspondence:

12a. Letter from John R. Morgan in reference to Seaside

13. Old Business

14. New Business:

14a. Senator Formica sent a letter to DEEP to request an update in regards to Sea Side.

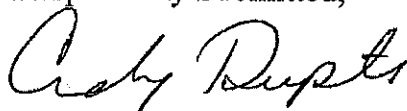
15. Consent Agenda

15a. Tax refund in the amount of 16,957.11-APPROVED

15b. Minutes December 7, 2021-APPROVED

16. Adjournment- was made by Ms. Nazarchyk and seconded by Brule to adjourn at 5:44pm. VOTING IN FAVOR; unanimous, **VOTE:2-0**

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Cindy Dupointe".

Cindy Dupointe
Recording Secretary

