FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

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

RECEIVED FOR RECORD
WATERFORD, CT
2025 APR 28 A 9:33
ATTEST: Brad L. Laurenza
TOWN CLERK

AGENDA
REPRESENTATIVE TOWN MEETING
2025 ANNUAL BUDGET HEARING & SPECIAL MEETING
**AMENDED

***Monday, May 5; *Wednesday, May 7; *Monday, May 12; *Wednesday, May 14**
7:00pm – Waterford Town Hall
Auditorium

A. Pledge of Allegiance
B. Roll Call
C. To consider and act upon the minutes of the April 7, 2025 Regular Meeting and the March 31, 2025 Special Meeting.
D. Public Comment
E. Correspondence
F. Transaction of Business on the Call;
1. To consider and act upon the General Fund Budget, which includes both Board of Education and General Government budgets for fiscal year **July 1, 2025 through June 30, 2026** in the amount of **$110,963,979** as recommended by the Board of Finance, and as may be modified by the determination of the Representative Town Meeting.
2. To establish the schedule of tax payments for real estate, personal property and motor vehicle tax bills for the next fiscal year.
3. To consider and act upon the attached resolution for a pilot program lasting one year to allow for all approved capital projects within the FY26 budget to move forward through the Finance Department without any further action by the Board of Selectman, Board of Finance and the Representative Town Meeting.
4. To consider and act pursuant to Waterford Code of Ordinances Chapter 2.112, Section 040, to authorize the Board of Selectman and the Town's Purchasing Agent to sell 207 Boston Post Rd (AKA 1 Tiffany Ave) at auction.

G. Adjournment

*See attached schedule for dates of budget hearings and agenda items. Schedule subject to change.
** Total amount in Item 1 corrected

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

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

C

RECEIVED FOR RECORD
WATERFORD, CT
2025 APR -9 P 3:45
ATTEST: David L. Campo
TOWN CLERK

MINUTES
REPRESENTATIVE TOWN MEETING
Regular Meeting
April 7, 2025

RTM Moderator Paul Goldstein called the April 7, 2025 Annual Meeting of the Representative Town Meeting to order at 7:00 P.M.

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

AGENDA ITEM C – <u>February 3, 2025 Minutes</u>
MOTION by Steward-Gelinas, seconded by Dembek, to approve the minutes of the February 3, 2025 Meeting of the RTM..
VOTING IN FAVOR: Unanimous

CORRESPONDENCE
The following correspondence was received: American Rescue Plan Report from Finance Director Kim Allen; Board of Education Quarterly Report; request from Waterford Little League to explore the creation of a revenue fund to offset maintenance; recommendations for Utility and Senior Citizens' Commission appointments; letter from resident, Teresa Wilensky, in support of Item 5; a letter from Robert Tuneski, Chair of the Oswegatchie Fire Station Building Committee, in regard to the cost of a third bay at the Oswegatchie Fire Station; Updates from the Planning and Zoning Commission; Copies of existing contracts from private organizations from First Selectman Robert Brule. Copies of correspondence can be obtained through the office of the Town Clerk.

PUBLIC COMMENT
The following residents spoke in favor of maintaining the morning lap swim program at Waterford High

School: Robert Kyne, Jr., Ph.D. (See Attachment), 18 Dimmock Rd, Waterford; Peter Colonis, 15 Baldwin Dr, Waterford; Alan Briggs, 16 Quaker Ln, Quaker Hill; Laura Luna, 3 Winthrop Ct, Waterford; Frank Burchell, 21 Jordan Terrace, Waterford.
The following residents spoke in favor of Item 3, Library HVAC Upgrade: Laurie Wolfley, 15 Anita Ave, Waterford, who also noted the importance of addressing the HVAC on the lower level; Courtney Engel, 21 Westwood Ave, Waterford, who also noted that the late start time for RTM Meetings do not allow some residents to attend due to family obligations.
Resident and Tax Collector Alan Wilensky, 10 Melanie Dr, Waterford, spoke in favor of Item 5.
Resident and Waterford Little League President Brianna Hogarty spoke in favor of the the creation of a revenue fund to offset maintenance costs at the Little League fields.

COMMITTEE REPORTS
Verbal reports as to status and future meeting dates were given by RTM Standing Committee Chairs.
MOTION by Steward-Gelinas, seconded by Keatley to accept the reports.
MOTION PASSED: Unanimous

APPOINTEE & LIAISON REPORTS
Oswegatchie Fire Station Building Committee appointee report from Ted Olynciw. (See Attachment) Fire Services Review Special Committee Member Tim Condon noted that the committee was active and moving forward.

CALL ITEM 1 – Senior Citizens Commission Appointments
MOTION by Steward-Gelinas', seconded by Keatley, to consider and act on three appointments to the Senior Citizen Commission. (Term 04/07/2025 – 04/03/2028)
MOTION PASSED: Unanimous
NOMINATION by Steward-Gelinas to reappoint Richard Beany, 33 Greentree Dr, to the Senior Citizens Commission.
NOMINATION by Steward-Gelinas to reappoint Joyce Vlaun, 12 Wallace St, to the Senior Citizens Commission.
NOMINATION by Steward-Gelinas, seconded by Dembek, to appoint Cathy Gonyo, 35 Pepperbox Rd, to the Senior Citizens Commission.
NOMINATION by Driscoll to reappoint Thomas Kennedy Jr, 105 Boston Post Rd, to the Senior Citizens Commission.

VOTING IN FAVOR of RICHARD BEANEY: Bono, M. Campo, Childs, Colonis, Condon, Dembek, Fioravanti, Goldstein, Gonzalez, Healy, Jessuck, Keatley, Khan, MacKenzie, Monahan, Moreshead, Mullen, Mullen Kohl, Seward-Gelinas, Sugrue
VOTING AGAINST: Augmon-Bossa, Driscoll
ABSTAINED: Greene
RICHARD BEANEY APPOINTED: 20-2-1

VOTING IN FAVOR of JOYCE VLAUN: Augmon-Bossa, Bono, M. Campo, Childs, Condon, Dembek, Driscoll Fioravanti, Goldstein, Gonzalez, Greene, Healy, Jessuck, Keatley, Khan, MacKenzie, Monahan, Moreshead, Mullen, Mullen Kohl, Steward-Gelinas, Sugrue
VOTING AGAINST: Colonis
JOYCE VLAUN APPOINTED: 22-1-0

VOTING IN FAVOR of CATHY GONYO: Bono, M. Campo, Colonis, Condon, Dembek, Goldstein, Healy, Jessuck, Keatley, MacKenzie, Monahan, Moreshead, Steward-Gelinas, Sugrue
VOTING AGAINST: Childs, Driscoll, Fioravanti, Gonzalez, Greene, Khan, Mullen, Mullen Kohl
CATHY GONYO APPOINTED: 14-8-0

No additional votes taken since all three seats were filled.

CALL ITEM 2 – Seniors Citizens' Commission Appointment
MOTION by Steward-Gelinas, seconded by Colonis, to consider and act on an appointment to the Senior Citizen Commission due to the resignation of Kent Ward. (Term 04/01/2024 – 04/05/2027)
MOTION PASSED: Unanimous
NOMINATION by Keatley, seconded by Condon, to appoint Marilyn Lusher, 6 Williamsburg Dr, to the Senior Citizens' Commission.
NOMINATION by Driscoll, seconded by Childs, to appoint Thomas Kennedy Jr., 12 Wallace St, to the Senior Citizens' Commission.

VOTING IN FAVOR of MARILYN LUSHER: Bono, M. Campo, Colonis, Condon, Dembek, Goldstein, Healy, Jessuck, Keatley, MacKenzie, Monahan, Moreshead, Steward-Gelinas, Sugrue
VOTING AGAINST: Augmon-Bossa, Childs, Driscoll, Fioravanti, Gonzalez, Greene, Khan, Mullen, Mullen Kohl
MARILYN LUSHER APPOINTED: 14-9-0

No additional votes taken since the seat was filled.

RTM Member M. Campo left

CALL ITEM 3 – Library HVAC Upgrade
PRESENTATION: Director of Public Works Gary Schneider , Library Director Christine Johnson
MOTION by Steward-Gelinas, seconded by Dembek, to approve a recommendation from the Board of Finance for an additional appropriation of **$505,078** from the **Unassigned Fund Balance of the General Fund to Line# 20536-57848 (Library HVAC Upgrade)** to upgrade the Waterford Public Library HVAC system.
Lengthy discussion ensued.
MOTION PASSED: Unanimous

MOTION by Steward-Gelinas, seconded by Dembek, to designate the above motion as emergency legislation in order to have the HVAC replacement project started by the end of the summer.
MOTION PASSED: Unanimous

CALL ITEM 4: ROV Primary Expenses
PRESENTATION: Registrars of Voters Bigi Ebbin & Patti Waters
MOTION by Driscoll, seconded by Steward-Gelinas, to approve recommendation from the Board of Finance for an additional appropriation of **$10,272** from the **Unassigned Fund Balance of the General Fund to Line# 10102-51320 ($8,924)** and **Line# 10102-51920 ($1,348)** to cover expenses incurred in the August 13, 2024 Primary that aren't covered in the yearly budget.
MOTION PASSED: Unanimous

CALL ITEM 5 – Salaries of Elected Officials
PRESENTATION: Finance, Wage & Personnel Standing Committee Chair Harry Colonis
MOTION by Steward-Gelinas, seconded by Keatley, to approve a recommendation from the Finance, Wage & Personnel Standing Committee of the RTM to annually increase elected official salaries by the percentage approved for non-union management effective July 1, 2025 to align salary increases.
Discussion ensued about possible conflicts with the State of Connecticut Constitution. (See Attachment)
MOTION by Condon, seconded by Steward-Gelinas to table until the June meeting of the RTM.
MOTION PASSED: Unanimous

CALL ITEM 6 – Utility Commission Appointments
MOTION by Steward-Gelinas, seconded by Keatley, to consider and act on three appointments to the Utility Commission. (Term 04/01/2025 – 03/31/2029
MOTION PASSED: Unanimous
NOMINATION by Driscoll, seconded by Gonzalez, to reappoint Raymond Valentini, 139 Old Colchester Rd, to the Utility Commission.
NOMINATION by Steward Gelinas, seconded by Keatley, to reappoint Rodney Pinkham, 54 Rope Ferry Rd, to the Utility Commission.
NOMINATION by Steward Gelinas, seconded by Keatley, to reappoint Thomas Dembek, 56 Goshen Rd, to the Utility Commission.
VOTING IN FAVOR of all three: 21-0-1 (Dembek abstained)

NEW BUSINESS:
Moderator Paul Goldstein notified the body that information provided by First Selectman Robert Brule in regard to Waterford ordinance 3.04.070 as requested by RTM member Susan Driscoll would be scanned and sent out to members for review and for possible referral in June.

The body discussed the letter submitted by Waterford Little League President Brianna Hogarty. (See Attachment)
MOTION by Condon, seconded by Steward-Gelinas, to refer the matter "Creation of a Special Revenue Fund" to the Public Health, Recreation & Environment Standing Committee of the RTM.
MOTION PASSED: Unanimous

MOTION by Steward-Gelinas, seconded by Keatley, to adjourn at 8:20 P.M.
MOTION PASSED: Unanimous

Respectfully Submitted,

David L. Campo, CCTC
Waterford Town Clerk

MEMORANDUM

From: Robert E. Kyne, Jr., Ph.D.

18 Dimmock Road, Waterford, CT 06385

(860) 460-0513 | rekyne@gmail.com

RECEIVED FOR RECORD
WATERFORD, CT
2025 APR -8 | A 9:26
ATTEST: David L. Campo
TOWN CLERK

To: Representative Town Meeting | Town of Waterford | April 7, 2025

Re: Elimination of morning lap swim from FY26 Recreation & Parks budget

Moderator Goldstein, Majority Leader Steward-Gelinas, Minority Leader Driscoll, Clerk Campo & Members of the RTM:

While the FY26 budget from the Recreation & Parks Department is not on this evening's agenda, I wanted to take this opportunity to highlight an issue that has been working its way through various town boards & commissions over the last month: Specifically, the elimination of morning lap swim from the FY26 Parks budget in its current form, which you will vote on next month. Due to fiscal, constraints morning lap swim had rather suddenly been slated for cancellation in March, however a strong contingent of patrons and life guards presented themselves at the March 5th, 2025 Board of Finance meeting to speak in support of this long-standing programming—with an offer of partnership in identifying a win-win funding scenario for the dedicated patrons and the town.

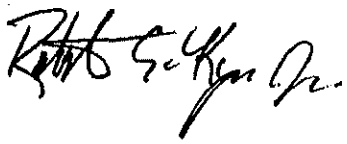
Since that BoF meeting, I have been very gratified for the engagement of the town at every level. Parks Director McNamara and his staff, in coordination with various offices in Town Hall, was able to adjust hours and staffing at the pool such that morning lap swim could continue through the end of FY25 while a longer-term solution is identified. We had a strong showing at the March 25th Recreation & Parks Commission meeting as well, which led to further productive discussions with Director McNamara and Mr. Cieplik. I attended the March 31st RTM special meeting where I learned that, whether it is through motor vehicle taxes or an increase in the mill rate, our taxes in town will go up—the national and local fiscal environment is getting tighter in the immediate term, that much is certain. Of note, ours is the only town-owned pool in eastern Connecticut that does not charge an annual or monthly membership fee to all users (open swim, lap swim, water aerobics etc), and we have enjoyed this privilege and benefit for 40 years now, since the pool was built. Happily, Town Clerk Campo, upon reviewing the town ordinances and conferring with his colleagues at the BoE, was able to determine that there is no prohibition on charging pool patrons for access, which provides a potential path forward for all involved.

MEMORANDUM

Over the next several weeks, this group of taxpayers will work with the Parks Department to identify a FY26 funding proposal to keep morning lap swim going which will include a user fee. This will allow all patrons of the pool to chip in and ensure we are getting the most out of our beautiful aquatic facility, while minimizing the burden on the taxpayers at large. The Town and patrons are extremely fortunate to have dedicated lifeguards who show up well before dawn five days a week in support of this programming—there would be no morning swim without them. As this updated cost structure and funding proposal is not in the budget as approved by the Board of Finance for your review next month, the Parks Department will need to bring a special funding request forward to the Board of Selectmen and Board of Finance. Should we be successful at those levels, and the funding request to keep morning lap swim afloat comes before this RTM, my hope is that you will vote in favor of what our industrious morning lap swim patrons consider to be a vital town offering.

I wanted to bring this to your attention this evening so that, over the next month leading up to the departmental budget reviews and approvals by the RTM, should you have any questions or concerns, we could discuss them in advance. It has thus far been an outstanding experience working with the town on this issue, I hope to see a funding request come before you for consideration prior to July 1st to keep us in the pool without interruption. Most mornings during the week, you can find me at the pool from 5:15-6:15 AM. Otherwise, feel free to reach out to me at my email or phone listed at the top of this memo. Included in this packet for your review and consideration are the minutes from the BoF meeting held on March 5th, as well as the memo I presented to the Recreation & Parks Commission on March 25th. Thank you for your time this evening.

Best Regards,



Attachments:

1) Board of Finance Meeting Minutes, March 5, 2025
2) Recreation & Parks Commission Meeting Memo from R.E. Kyne, Jr., March 25, 2025
    a. Official minutes not posted as of April 6, 2025

APPOINTEE REPORT – OSWEGATCHIE FIRE HOUSE

DATED April 2, 2025

1. **The Building Committee reaffirmed its decision that the proposed new Oswegatchie Fire House will have 3 drive-thru bays during its meeting on March 4th.**

2. **The Building Committee decided to reimburse Oswegatchie Volunteer Fire Company the amount of $2,500 for their legal expenses in transferring the fire house property to the Town.**

3. **The Architects plans were approved by the Conservation and Design Review Commissions as well from Planning & Zoning in March.**

4. **The Committee decided to provide the RTM with the actual cost of the project by competitive bidding versus the Project Manager's budget when it applies for bonding this project.**

Total spend as of 4/1/ 25 -$301,453

Ted Olynciw, RTM Rep. to the Building Committee

RECEIVED FOR RECORD
WATERFORD, CT
2025 APR -4 P 3:06
ATTEST: [signature]
TOWN CLERK

Concerns submitted re: Agenda Item 6 Susan Driscoll/RTM April 7, 2025

RECEIVED FOR RECORD
WATERFORD, CT
2025 APR -9 P 3:53
ATTEST: David L. Lawson
TOWN CLERK

Amendments to the Constitution **Article XIX** **Adopted Nov 24, 1982**

Except as provided in this section, neither the state nor any political subdivision of the state shall pay or grant to any elected official of the state or any political subdivision of the state, any compensation greater than the amount of compensation set at the beginning of such official's term of office for the office which such official holds or increase the pay or compensation of any public contractor above the amount specified in the contract. The provisions of this section shall not apply to elected officials in towns in which the legislative body is the town meeting. *The compensation of an elected official of a political subdivision of the state whose term of office is four years or more may be increased once after such official has completed two years of his term by the legislative body of such political subdivision.* The term "compensation" means, with respect to an elected official, such official's salary, exclusive of reimbursement for necessary expenses or any other benefit to which his office would entitle him.

[emphasis added] https://www.cga.ct.gov/asp/Content/constitutions/Constitution_State_CT.pdf

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Recent History of Waterford Elected Officials' Salary Increases

Elected Official	Date of Election	Term Starts*	Term Ends	Raise Allowed** On/After	Increases*** during term *(effective dates)*
BoS/Tax Collector	Nov 5, 2019	Nov 19, 2019	Nov 6, 2023	**Nov 19, 2021**	July 1, 2020/21/22/23
BoS/Tax Collector	Nov 7, 2023	Nov 21, 2023	Nov 15, 2027	**Nov 21, 2025**	July 1, 2024
Treasurer/Town Clerk	Nov 5, 2019	Jan 6, 2020	Jan 1, 2024	**Jan 6, 2022**	July 1, 2020/21/22/23
Treasurer/Town Clerk	Nov 7, 2023	Jan 1, 2024	Jan 2, 2028	**Jan 1, 2026**	July 1, 2024
Registrars	Nov 3, 2020	Jan 6, 2021	Jan 7, 2025	**Jan 6, 2023**	July 1, 21/22/23/24 [also stipend + base increase 1/1/23; EV base increase 1/1/24]
Registrars	Nov 5, 2024	Jan 8, 2025	Jan 2, 2029	**Jan 8, 2027**	

* CT General Statutes Chapter 146 Sec. 9-189a https://www.cga.ct.gov/2019/pub/chap_146.htm
BoS/Tax Collector: term starts by 2nd Tuesday following election
Treasurer/Town Clerk: term starts on first Monday of Jan following election
Registrars: term starts on Wed after first Mon following election

** after serving two years of term

*** various % increases to base salary

March 13, 2025

Moderator of RTM

c/o David Campo, Town Clerk

Waterford Little League (WLL) has maintained two complexes, our main complex on Gardiners Wood Rd (South) and a second complex adjacent to Quaker Hill Elementary School (North), for the past several decades. In total, our league volunteers maintain seven fields, as well as concession stands, press boxes, dugouts, bathrooms and numerous other structures all while paying for all utilities associated with both complexes.

WLL simply does not have enough volunteers, funding or resources to continue to maintain both complexes. We have explored many options including town assistance and outsourcing all maintenance at our North complex, both of which are not feasible.

The Town of Waterford Park and Rec Department currently makes fields at the North complex available for rent for a fee to teams/groups outside of WLL. The WLL board respectfully requests that the RTM explore a special revenue fund in which money generated by rental income for use of North fields be made available to WLL to offset the cost of maintaining the complex.

Sincerely,

Brianna Hogarty

Brianna Hogarty

President

president@wllct.org

RECEIVED FOR RECORD
WATERFORD, CT
2025 MAR 17 P 12:48
ATTEST: David K. Campo
TOWN CLERK

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

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

RECEIVED FOR RECORD
WATERFORD, CT
2025 APR -2 A 10:28
ATTEST: TOWN CLERK

MINUTES
REPRESENTATIVE TOWN MEETING
Special Meeting
March 31, 2025

RTM Moderator Paul Goldstein called the March 31, 2025 Special Meeting of the Representative Town Meeting to order at 7:02 P.M.

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

CORRESPONDENCE
None

PUBLIC COMMENT
None

CALL ITEM 1 – Modified Motor Vehicle Assessment
PRESENTATION: Assistant Assessor Nicole Serra, Town Attorney Robert Avena
MOTION by Steward-Gelinas, seconded by Keatley, to approve a proposal from the Tax Assessor and Finance Director to adopt by legislative action the motor vehicle assessment depreciation schedule as permitted under Connecticut Legislative House Bill HB 7067, as amended in March of 2025, effective for the October 1, 2024 grand list.
Friendly amendment offered by Driscoll and accepted to read as follows: "MOTION by Steward-Gelinas, seconded by Keatley, to approve a proposal from the Tax Assessor and Finance Director to adopt by legislative action the modified motor vehicle assessment depreciation schedule as permitted under Public Act 25-2, effective for the October 1, 2024, grand list."
Lengthy discussion ensued.
VOTING IN FAVOR: Bracciale, M. Campo, Colonis, Condon, Dembek, Fioravanti, Goldstein, Keatley, MacKenzie, Olynciw, Steward-Gelinas

VOTING AGAINST: Augmon-Bossa, Casper, Childs, Driscoll, Gonzalez, Greene, Healy, Monahan, Moreshead, Mullen, Mullen Kohl.
Sugrue unavailable to vote.
MOTION FAILED: 11-11-0

CALL ITEM 2 – Emergency Legislation
PASSED OVER

MOTION by Steward-Gelinas, seconded by Keatley, to adjourn at 7:55 P.M.
MOTION PASSED: Unanimous

Respectfully Submitted,

David L. Campo, CCTC
Waterford Town Clerk

REPRESENTATIVE TOWN MEETING BUDGET HEARINGS
FY 2025-26
Town Hall Auditorium
7:00 P.M.

1

MONDAY MAY 05, 2025

Conservation of Health
Public Health Nursing (VNA)
Social Services Grants
Board of Education

WEDNESDAY MAY 07, 2025

Ethics Commission
Registrar of Voters
Human Resources Department
Retirements Commission
Youth & Family Services Bureau
Senior Citizens Commission
Board of Assessment Appeals
Assessor
Contingency
Debt Service
Insurance
Town Clerk
Representative Town Meeting

MONDAY MAY 12, 2025

Zoning Board of Appeals
Economic Development Commission
Conservation Commission
Planning and Zoning Commission
Flood and Erosion Control Board
Building Department
Building Maintenance
Public Works
Recreation and Parks Commission
Board of Selectmen

WEDNESDAY MAY 14, 2025

Tax Collector
Waterford Public library
Finance Department
Board of Finance
Legal Department
Emergency Management
Fire Services
Board of Police Commissioners
Information Technology
Current Year Capital Improvements
Transfers to Capital & Nonrecurring Expenditures
FINAL ACTION
ITEMS 2, 3 & 4

TOWN OF WATERFORD
GENERAL FUND EXPENDITURES
2025-2026 PROPOSED BUDGET

DEPT/AGENCY: DEPARTMENTAL SUMMARY

LINE ITEM	DESCRIPTION	2023-2024 ACTUAL EXPENDED	2024-2025RTM APPROP.	2024-2025 ADDITIONAL / TRANSFERS (1/1/25)	ACTUAL EXPEND & ENCUMB AS OF 1/1/25	2025-2026 DEPT/ AGENCY REQUEST	2025-2026 APPROVED BD/COMM.	BOS REDUCTIONS	2025/2026 BOS APPROVED	2025/2026 BOARD OF FINANCE REDUCTIONS	2025/2026 BOF APPROVED (3/25/24)	BOF APPROVED FY26 AMOUNT (INC/DEC)	BOF APPROVED FY26 PERCENT (INC/DEC)
GENERAL GOVERNMENT:													
10101	BOARD OF SELECTMEN	194,644	206,405	0	100,132	206,402	206,402		206,402		206,402	(3)	0.00%
10102	REGISTRARS OF VOTERS	99,192	96,525	0	80,803	121,255	0		121,255		121,255	24,730	25.62%
10103	BOARD OF FINANCE	82,451	80,713	0	81,203	83,608	0		83,608		83,608	2,895	3.59%
10104	ASSESSOR	297,701	287,213	24,500	170,333	319,641	0		319,641		319,641	32,428	11.29%
10105	BD. OF ASSESSMENT APPEALS	1,167	1,742	0	271	1,829	1,742		1,829		1,829	87	4.99%
10106	TAX COLLECTOR	237,040	232,331	0	127,268	227,817	0		227,817		227,817	(4,514)	-1.94%
10107	FINANCE DEPARTMENT	757,758	767,856	0	398,963	784,326	0		784,326		784,326	16,470	2.14%
10108	LEGAL DEPARTMENT	432,851	295,000	0	87,322	295,000	0		295,000		295,000	0	0.00%
10109	TOWN CLERK	252,372	264,849	0	152,383	272,301	0		272,301		272,301	7,452	2.81%
10110	PLANNING & ZONING	657,287	686,543	0	364,331	695,016	686,543		695,016		695,016	8,473	1.23%
10111	BUILDING MAINTENANCE	1,172,723	895,824	101,366	689,036	1,020,000	0		1,020,000		1,020,000	124,176	13.86%
10112	INSURANCE	4,755,071	4,962,182	0	4,795,152	6,104,561	0		6,104,561	(500,000)	5,604,561	642,379	12.95%
10113	ECONOMIC DEVELOPMENT COMM	26,321	25,267	0	9,191	25,352	25,267		25,352		25,352	85	0.34%
10114	CONSERVATION COMMISSION	9,472	18,250	0	1,704	18,250	18,250		18,250		18,250	0	0.00%
10115	ZONING BOARD OF APPEALS	1,609	4,310	0	2,991	4,310	4,310		4,310		4,310	0	0.00%
10116	RETIREMENT COMMISSION	6,378,194	7,760,257	0	4,884,201	7,760,257	0		7,760,257		7,760,257	0	0.00%
10117	REPRESENTATIVE TOWN MTG.	16,247	18,903	0	14,935	18,903	18,903		18,903		18,903	0	0.00%
10118	BUILDING DEPARTMENT	277,875	326,532	0	157,854	321,515	0		321,515		321,515	(5,017)	-1.54%
10119	YOUTH & FAMILY SERVICES	257,202	294,579	0	170,614	307,435	294,579		307,435		307,435	12,856	4.36%
10120	SOC. SVC. GRANTS/MISC.	91,315	100,250	0	93,830	103,510	0		103,510		103,510	3,260	3.25%
10121	CONTINGENCY	262,610	265,000	0	108,155	273,000	273,000	(8,000)	265,000		265,000	0	0.00%
10122	EMERGENCY MANAGEMENT	1,002,327	1,196,762	0	561,103	1,230,035	0		1,230,035		1,230,035	33,273	2.78%
10123	FIRE SERVICES	3,497,406	3,632,425	63,713	2,371,493	3,958,130	0		3,958,130		3,958,130	325,705	8.97%
10129	POLICE DEPARTMENT	6,671,997	7,115,644	0	3,724,653	7,250,097	7,152,676		7,250,097		7,250,097	134,453	1.89%
10130	PUBLIC WORKS DEPARTMENT	4,532,710	5,086,238	0	3,283,908	5,154,902	0		5,154,902		5,154,902	68,664	1.35%
10132	CONSERVATION OF HEALTH	148,407	148,407	0	148,407	155,063	0		155,063		155,063	6,656	4.48%
10133	PUBLIC HEALTH NURSING SERV.	15,653	26,297	0	26,297	21,600	0		21,600		21,600	(4,697)	-17.86%
10135	SENIOR CITIZENS COMMISSION	488,563	481,248	0	270,334	523,586	481,248		523,586		523,586	42,338	8.80%
10136	WATERFORD PUBLIC LIBRARY	1,063,891	1,006,837	0	530,056	1,031,861	1,006,837	(19,081)	1,012,780		1,012,780	5,943	0.59%
10137	RECREATION & PARKS COMM.	1,421,329	1,485,080	0	923,447	1,535,328	0		1,535,328		1,535,328	50,248	3.38%
10141	FLOOD & EROSION CONTROL BD	574	1,109	0	131	1,109	1,109		1,109		1,109	0	0.00%
10143	ETHICS COMMISSION	447	900	0	332	900	900		900		900	0	0.00%
10145	HUMAN RESOURCES DEPT.	267,493	264,204	0	175,098	264,204	0	(20,000)	244,204		244,204	(20,000)	-7.57%
10147	INFORMATION TECHNOLOGY	1,146,256	1,231,423	0	923,343	1,214,796	(16,627)		1,214,796		1,214,796	(16,627)	-1.35%
TOTAL GENERAL GOV'T OPERATIONS		**36,518,155**	**39,267,105**	**189,579**	**25,429,274**	**41,305,899**	**10,155,139**	**(47,081)**	**41,258,818**	**(500,000)**	**40,758,818**	**1,491,713**	**3.80%**
CAPITAL AND DEBT SERVICE:													
10138	CURRENT YEAR CAPITAL IMPR.	2,787,620	1,312,527			1,101,089	0		1,101,089		1,101,089	(211,438)	-16.11%
10140	TRANS TO CAP & NON-REC.	938,399	938,399			773,264	0		773,264		773,264	(165,135)	-17.60%
10139	DEBT SERVICE	8,148,250	8,109,746			7,964,500	7,964,500		7,964,500	0	7,964,500	(145,246)	-1.79%
TOTAL CAPITAL & DEBT SERVICE		**11,874,269**	**10,360,672**	**0**	**0**	**9,838,853**	**7,964,500**		**9,838,853**	**0**	**9,838,853**	**(521,819)**	**-5.04%**
TOTAL TOWN (OPERATING, CAPITAL, DEBT)		**48,392,424**	**49,627,777**	**189,579**	**25,429,274**	**51,144,752**	**18,119,639**	**(47,081)**	**51,097,671**	**0**	**50,597,671**	**969,894**	**1.95%**
BOARD OF EDUCATION:													
10160	OPERATING BUDGET	54,418,893	57,611,181				61,363,308			(997,000)	60,366,308	2,755,127	4.78%
TOTAL BOE OPERATIONS		**54,418,893**	**57,611,181**				**61,363,308**		**0**	**(997,000)**	**60,366,308**	**2,755,127**	**4.78%**
TOTAL GENERAL FUND		**102,811,317**	**107,238,958**	**189,579**	**25,429,274**	**51,144,752**	**79,482,947**		**51,097,671**	**(1,497,000)**	**110,963,979**	**3,725,021**	**3.47%**

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

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

2

RECEIVED FOR RECORD
WATERFORD, CT
2025 APR 15 A 11:14
ATTEST: David K. Campo
TOWN CLERK

To: Paul Goldstein, RTM Moderator
David Campo, Town Clerk

From: Alan Wilensky, CCMC
Waterford Tax Collector

Date: April 25, 2025

Subject: Tax Payment Schedule for Fiscal Year 2025 – 2026
For the RTM meeting agenda of May 14, 2025

I have the following recommendations for the schedule of tax payments for Fiscal Year 2025– 2026:

- Retain the two-payment system for Real Estate tax bills, providing for collections in July and January.
- Real Estate tax bills over $100.00 would be collected in two equal installments, due July 1, 2025, and January 1, 2026.
- Real Estate tax bills of $100.00 or less would be due in full July 1, 2025.
- Personal Property and Motor Vehicle tax bills would be due in full July 1, 2025.
- ***Motor Vehicle Supplemental tax bills will now be created twice per fiscal year. Vehicles registered between October 2, 2024 and March 31, 2025 will be billed in July 2025. Vehicles registered between April 1, 2025 and September 30, 2025 will be billed in January 2026.***

This collection schedule is recommended in order to keep the Town in compliance with Connecticut General Statutes 12-142, 12-144, and 12-144a.

Sec. 12-142. Installments; due date. The legislative body of each municipality, upon approving any budget calling for the laying of a tax on property, shall determine whether such tax shall be due and payable in a single installment or in two semiannual installments or in four quarterly installments and shall, unless otherwise provided by law, designate the date or dates on which such installment or installments shall be due and payable, subject to the provisions of section 7-383, in any municipality in compliance with requirements concerning the uniform fiscal year under chapter 110; provided the last installment of any such tax shall be due and payable not later than forty-five days before the end of the fiscal year in which the first installment thereof is due and payable, and provided any special tax shall be due and payable in a single installment. In case of failure of the legislative body to determine when such tax shall be due and payable or whenever the date on which such tax shall be due and payable has been determined, however, (1) the preparation and mailing of rate bills for such tax is delayed until after the date such tax is due or (2) such tax is not applicable to certain property until after the date such tax is due, such tax shall be due and payable, with respect to all property or property which becomes subject to tax after the date such tax is due, whichever is applicable, not later than thirty days following the date on which rate bills for such tax are mailed or handed to persons liable therefor. Except as otherwise provided by law, the several installments of a tax due in two or four installments shall be equal, but any taxpayer may pay two or more of such installments when the first is due.

Sec. 12-144. Payment of taxes of not more than one hundred dollars. Any property tax due in any municipality of this state in an amount not in excess of one hundred dollars shall be due and payable in a single payment when so determined by the appropriating body of such municipality.

Sec. 12-144a. Payment of tax on motor vehicles. Irrespective of the provisions of sections 12-142 and 12-144, the appropriating body of each municipality, upon approving any budget calling for the laying of a tax on property, shall determine whether such tax as it applies to motor vehicles shall be due and payable in a single installment.

Alan Wilensky, CCMC
Waterford Tax Collector

3

RTM Resolution

WHEREAS, the Town of Waterford, through its Board of Selectmen and Board of Finance, present a yearly budget to the RTM for its review and approval; and

WHEREAS, the FY2026 budget presented to the RTM contains capital budget requests for both current year capital improvements and capital non-recurring requests; and

WHEREAS, traditionally capital non-recurring requests in the approved yearly budget are required to be presented a second time to the BOF and RTM for a specific re-voted appropriation.

NOW, THEREFORE, the RTM hereby resolves and approves for fiscal year 2026 a pilot program to permit funds and projects approved in the 2026 budget to be acted upon by the Town Finance Department without a separate, further appropriation vote by the Board of Finance and RTM.

So voted this _____ day of May, 2025.

RECEIVED FOR RECORD
WATERFORD, CT
2025 APR 28 | A 9:31
ATTEST: David L. Campo
TOWN CLERK

_____
Paul Goldstein
RTM Moderator

Attest: _____
David Campo
Waterford Town Clerk

Chapter 2.112

DISPOSITION OF TOWN PROPERTY

4

Sections:

2.112.010 Applicability of provisions.
2.112.020 Establishment and duties of purchasing agent.
2.112.030 Sales of personal property—Notice—Bids required.
2.112.040 Sales of real property with value in excess of ten thousand dollars.
2.112.050 Sales of real property with value of ten thousand dollars or less.
2.112.060 Sales by bid or auction.

2.112.010 Applicability of provisions.

This chapter shall apply to the disposal of real or personal property made by the town on behalf of any agency, board or commission. (R.T.M. 4-6-98 (part): R.T.M. 4-4-88, Art. IV (part); prior code § 2-53)

2.112.020 Establishment and duties of purchasing agent.

The purchasing agent is authorized to process for disposal all supplies or other personal or real property which has been declared surplus or unsuitable for use by the proprietary agency, board or commission. Such dispositions shall be under the auspices of the board of selectmen and shall include sale, auction, exchange, trade-in, donation, scrap or reassignment to other town agencies, boards or commissions, in accordance with the operating rules established under subsection (B) of Section 3.08.020 of this code. (R.T.M. 4-6-98 (part): R.T.M. 4-4-88, Art. IV (part): prior code § 2-54)

2.112.030 Sales of personal property—Notice—Bids required.

A. Whenever the value of the article to be sold is expected to exceed two thousand dollars, either an auction or formal bids shall be required.

B. The use of auction or sealed bids shall not be required if the board of selectmen determines that the property is to be exchanged, traded in, reassigned to other town agencies, boards or commissions, or donated or sold to a charitable or governmental entity.

C. Whenever the value of the article to be disposed of is expected to be two thousand dollars or less, the purchasing agent shall dispose of it by a method approved by the board of selectmen. (R.T.M. 4-6-98 (part))

2.112.040 Sales of real property with value in excess of ten thousand dollars.

A. The representative town meeting shall approve the disposition of real property which the assessor or an appraiser estimates to have a value in excess of ten thousand dollars, except as provided in subsection B of this section.

B. The board of selectmen may approve the assignment of the use of real property to other town agencies, boards or commissions, as long as title to such property remains in the name of the town and as long as the receiving agency does not have authority to dispose of such property.

C. Once the representative town meeting has authorized the disposition of the property, unless otherwise directed by the representative town meeting, the board of selectmen shall determine the manner of disposing of the property, which shall be by auction, sealed bids or listing with a real estate broker.

D. The use of auction, sealed bids or listing with a real estate broker shall not be required if the representative town meeting determines that the parcel of real property is to be donated or sold to a charitable or govern-

mental entity, or exchanged, or that it would be in the best interest of the town to waive such procedure. (R.T.M. 4-6-98 (part))

2.112.050 Sales of real property with value of ten thousand dollars or less.

The board of selectmen shall approve the disposition of real property which the assessor or an appraiser estimates to have a value of ten thousand dollars or less. The board of selectmen shall establish the manner of such disposal. (R.T.M. 4-6-98 (part))

2.112.060 Sales by bid or auction.

A. In the event town property is required to be sold by auction or sealed bid, the board of selectmen shall make public advertisement published in a newspaper having a daily circulation in the town of the town's intent to so sell. In addition, a notice shall be posted upon the bulletin board in the office of the town clerk containing the same information. The advertisement and notice shall appear not less than fourteen days prior to the receipt of bids or the date set for auction and shall contain information as to the time and place when sealed bids shall be received and opened or the time and place the auction is to be held, as the case may be, and the place prospective buyers may obtain information with respect to the property to be sold. Such advertisement and notice shall be placed through the purchasing agent.

B. Each bid shall be opened publicly at the time stated in the notice soliciting such bids, and the name of each bidder and the amount of each bid shall be entered on a public record, on which record shall be indicated the name of the person or firm to whom the property is sold and the amount of the sale.

C. The board of selectmen is authorized to make an award or to reject any and all bids and shall notify the purchasing agent of such action when making a contract award.

D. Contracts shall generally be awarded to the highest qualified bidder.

(R.T.M. 4-6-98 (part))