TOWN OF WATERFORD
GENERAL FUND
2026-2027 PROPOSED BUDGET

DEPT/AGENCY: 10117 REPRESENTATIVE TOWN MEETING

LINE ITEM	DESCRIPTION	2024-2025 ACTUAL EXPENDED	FY2025 TRANSFERS IN/OUT	2025-2026 RTM APPROP.	2025-2026 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/26	2026-2027 DEPT/ AGENCY REQUEST	2026-2027 APPROVED BD/COMM. (12/1/25)	2026-2027 BD OF SELECTMEN APPROVED	2026-2027 BD OF FINANCE APPROVED	BOF Approved $ Increase	BOF Approved % Increase
PERSONNEL COSTS												
51210	CLERICAL/TECHNICAL	0		1		0	0	0	0	0	(1)	-100.00%
51920	F.I.C.A	0		0		0	0	0	0			
	SUBTOTAL	0	0	1	0	0	0	0	0	0	(1)	-100.00%
SERVICES												
52010	ADVERTISING	4,233		4,500		2,800	4,500	4,500	4,500	4,500	0	0.00%
52020	POSTAGE	0		50		0	50	50	50	50	0	0.00%
52050	DUES, CONFERENCES, EDUC.	12,852		12,852		12,852	12,852	12,852	12,852	12,852	0	0.00%
	SUBTOTAL	17,085	0	17,402	0	15,652	17,402	17,402	17,402	17,402	0	0.00%
MATERIALS & SUPPLIES												
53010	OFFICE SUPPLIES	0		0	0	0	400	400	400	400		
	SUBTOTAL	0	0	0	0	0	400	400	400	400		
DEPARTMENT TOTAL		17,085	0	17,403	0	15,652	17,802	17,802	17,802	17,802	399	2.29%

TOWN OF WATERFORD
FY2027 BUDGET REQUEST
REPRESENTATIVE TOWN MEETING (10117)

BUDGET FUNCTION

The Representative Town Meeting is the legislative body of Waterford's town government, responsible for creating or amending the laws of the town through ordinances, as well as addressing a variety of issues ranging from confirming policies comply with best practices and state laws, to beach-pass pricing and sewer rates, new infrastructure, and reviewing and/or approving townwide contracts with outside providers. The RTM holds six regular bimonthly meetings annually, along with a 4-part extended budget session each May and occasional special meetings called for a specific time-sensitive issue or proposal.

BUDGET SUMMARY

The proposed FY27 budget total of $17,802 represents a 2.29% increase over FY26.

51000 Series - PERSONNEL COSTS

RTM standing committees and special committees/task forces have no staff; the groups' chairs or secretaries—all elected or appointed unpaid volunteers--handle the clerical work (agendas, minutes, documentation). The Town Clerk's salary budget covers his numerous duties as Clerk of the RTM.

52000 Series - SERVICES

52010 Advertising: Mandated publication/posting of RTM Calls, public hearing and committee meeting notices comprise the biggest RTM-specific stressor on our budget. Thanks to Town Attorney Avena, who came up with a way to streamline previously lengthy—and costly--public notices, we've been able to bring—and hold—this line down.

52020 Postage: Occasional use for correspondence, notices, and special requests for minutes or agendas.

52050 Dues, Conferences and Education: The RTM budget carries the Municipal Service fees charged by the Connecticut Conference of Municipalities, which provides all town departments, commissions, and elected officials with access to member services including various research reports, legislative updates, and educational seminars and conferences. CCM's FY27 fees will not be known until after the budget hearings are completed.

53000 Series – MATERIALS AND SUPPLIES

53010 Office Supplies: Nameplates for new RTM members and paper/printing of meeting Calls and backup pages are covered by the town's general supplies budget. Following a suggestion by the Town Clerk, the proposed budget includes $400 for 50 copies of Robert's Rules of Order to supply each RTM member as well as other elected/appointed officials. Details of distribution, and plans for a free FOI seminar for officials and staff are being worked out

LOOKING AHEAD

The RTM has no current or future capital projects in the works. Since the body's workload is driven by issues or incidents (e.g., changes in state statutes, outside proposals such as the Data Center), accurate predictions for advertising costs are difficult. But we will continue to utilize options such as the Town Courier, email distribution, and public hearing consolidations as ways to maintain a stable expense while meeting public notice and transparency mandates.

2026-2027 PROPOSED BUDGET

DEPT/AGENCY: 10117 REPRESENTATIVE TOWN MEETING

LINE ITEM	DESCRIPTION	COLUMN 1 2024/2025 ACTUAL EXPENDED	COLUMN 2 2025/2026 RTM APPROP.	COLUMN 3 2025/2026 ADDITIONAL/ TRANSFERS	COLUMN 4 ACTUAL EXPEND & ENCUMB AS OF 1/1/26	COLUMN 5 2026/2027 DEPT/ AGENCY REQUEST	COLUMN 6 2026/2027 APPROVED BD/COMM.
PERSONNEL COSTS							
51210	CLERICAL/TECHNICAL	0	1			0	0
51920	F.I.C.A	0	0			0	0
	SUBTOTAL	**0**	**1**	**0**	**0**	**0**	**0**
SERVICES							
52010	ADVERTISING	4,232	4,500			4,500	4,500
52020	POSTAGE	0	50			50	50
52050	DUES, CONFERENCES, EDUC.	12,852	12,852			12,852	12,852
	SUBTOTAL	**17,084**	**17,402**	**0**	**0**	**17,402**	**17,402**
MATERIALS & SUPPLIES							
53010	OFFICE SUPPLIES	0	0			400	400
	SUBTOTAL	**0**	**0**	**0**	**0**	**400**	**400**
DEPARTMENT TOTAL		**17,084**	**17,403**	**0**	**0**	**17,802**	**17,802**

Excerpt from 12/1/25 RTM Minutes, pg 5; *https://www.waterfordct.org/Agenda Center/ViewFile/Minutes/_12012025-2260*

CALL ITEM 19 – <u>RTM Proposed Budget</u>
MOTION by Childs, seconded by Steward-Gelinas, to approve the FY27 budget in the amount of $17,803 and forward to the Board of Selectmen for approval.
MOTION by Childs, seconded by Franklin, to amend Line Item #51210 by a reduction of $1 for a new total of $17,802
VOTING IN FAVOR: 24-2-0 (Goldstein, Steward-Gelinas opposed)
MOTION by Childs, seconded by Moreshead, to amend Line #53010 by a reduction of $400 for a new total of $17,402.
MOTION FAILED: 3-22-1 (Childs, Driscoll, Pellett voted in favor; Bennett abstained)
MOTION WITH AMENDED TOTAL PASSED ($17,802): Unanimous

CCM

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

Invoice

Invoice	INV305602
Date	6/5/2025
PO Number	
Customer No.	1377
Payment Terms	Upon Receipt

Bill To

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

Description	Quantity	Price	Amount
2025-26 MUNICIPAL SERVICES FEE	1	$12,852.00	$12,852.00

RECEIVED FOR RECORD
WATERFORD, CT
2025 JUN -9 A 11:58
ATTEST: [signature]
TOWN CLERK

APPROVED
VENDOR# 346
PO# 260116 FY 26
CLOSE PO Y X N *
ACCOUNT # 10117-52050
AMOUNT $12,852.00
SIGN [signature]
DATE 7/1/25

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

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

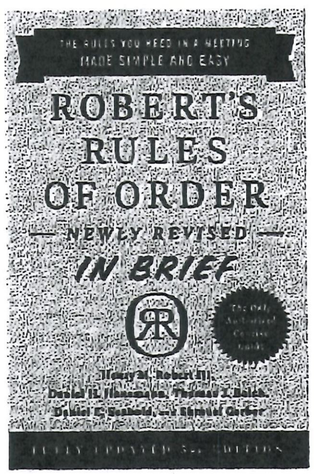
Please remit with payment

Invoice Number	Customer Number	Invoice Date	Document Amount
INV305602	1377	6/5/2025	$12,852.00

Payment __Check __Credit Card

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

Check/Credit Card Number	EXP (mm/yy)	CSV
Amt Paid	signature (credit card)	



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WATERFORD, CT 06385-2886

Town of Waterford

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

MINUTES
REPRESENTATIVE TOWN MEETING
Regular Meeting
December 1, 2025

First Selectman Robert Brule, Acting Moderator, called the December 1, 2025 Annual Meeting of the Representative Town Meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL
PRESENT: Kyrah Augmon-Bossa, Jim Bartelli, JoAnna Bennett, Steve Besade, Guy Calkins, Erica Casper, Mary Childs, Timothy Condon, Susan Driscoll, Tim Fioravanti, Emmy Franklin, Paul Goldstein, Kristin Gonzalez, Narciss Greene, Lindsay Khan, Kate MacKenzie, Ursula Moreshead, Kayla Mullen, Kathy Mullen Kohl, Kathy Nunes Peterson, Ted Olynciw, Ocean Pellett, Danielle Steward-Gelinas, David Sugrue, Tim Sullivan, Julie Watson Jones
ABSENT: Christina Jessuck
EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J Brule; Board of Finance Chair Glenn Patterson; Selectman Richard Muckle; Selectman Greg Attanasio
EX-OFFICIO MEMBERS ABSENT: None
ALSO PRESENT: Town Clerk David L. Campo; Town Attorney Nick Kepple; Director of Finance Kim Allen.

AGENDA ITEM C – Elect a Moderator
NOMINATION by Childs, seconded by Mullen Kohl, to nominate Susan Driscoll to serve as Moderator for a term of one year.
MOTION PASSED: 25-0-1 (Driscoll abstained)

AGENDA ITEM D – October 6, 2025 Minutes
MOTION by Condon, seconded by Goldstein, to accept the October 6, 2025 Minutes as presented.
A friendly amendment was offered by Mary Childs and accepted to refer to the minutes as "amended"
MOTION PASSED: 19-0-7 (Abstained: Bartelli, Calkins, Franklin, Nunes Peterson, Pellett, Sullivan, Watson Jones)

CORRESPONDENCE
The following items were received: a letter from First Selectman Robert Brule in regard to the State of Connecticut's Revaluation Schedule, a letter of interest from Joshua Steele Kelly to serve on the Utility Commission, and a request from Waterford Police Chief Marc Balestracci to begin committee review of Street Takeovers and Traffic Camera Enforcement issues. Late-arriving correspondence (See Attachment) were a revised letter from Finance Director Allen on Agenda Item 2, three recommendations for open Personnel Review Board and one recommendation for the open seat on the Utility Commission.

PUBLIC COMMENT
Waterford resident Joshua Steele Kelly, 6 Marlin Dr, spoke concerning his credentials to as a potential candidate for Utility Commission.

AGENDA ITEM G
MOTION by Childs, seconded by Goldstein, to accept the Moderator report with the noted amendments. (See Attachment)
MOTION PASSED: Unanimous

AGENDA ITEM G
Moderator Driscoll confirmed that Committee Term Reports would be provided to incoming Standing Committee Chairs. Goldstein voiced his concerns that the body will need some direction on the interpretation of the Ethics Ordinance and Advisory opinion and that Legislation & Administration needs to meet on the matter.

CALL ITEM 1 – Harbor Management Fees
PRESENTATION: Harbor Management Chairman John Hughes
MOTION by Childs, seconded by Moreshead, to approve a request from the Harbor Management Commission, effective **January 1, 2026**, to increase moorings and pulley rates as presented. (See Attachment)
MOTION PASSED: Unanimous

CALL ITEM 2 – Protection/Maintenance of Donated Trees
Motion by Goldstein, seconded by Childs, to approve a request from Finance Director Kim Allen to deposit a check for **$20,000** from the **Mr. Paul Eccard** to be used for treatment, rehab and continuing protection/maintenance of donated trees at Waterford Beach Park.
A friendly amendment was offered by Childs and accepted to remove the "the" prior to "Mr." and add that the check is to be deposited "into the Contributed Gift Fund" to read as follows:
Motion by Goldstein, seconded by Childs, to approve a request from Finance Director Kim Allen to deposit a check for **$20,000** from **Mr. Paul Eccard** into the Contributed Gift Fund to be used for treatment, rehab and continuing protection/maintenance of donated trees at Waterford Beach Park.
MOTION PASSED: Unanimous

CALL ITEM 3 – Resurfacing of Roads Year 1
PRESENTATION: Public Works Director Gary Schneider
Motion by Childs, seconded by Moreshead, to approve a recommendation from the Board of Finance for an additional appropriation in the amount of **$1,533,238** from the Undesignated Fund Balance of the General Fund to a **new project line within the Capital Improvements Project Fund** for the **resurfacing of roads identified in Year 1 of the three-year plan.**
A friendly amendment was offered by Gonzalez and accepted to adjust the amount to **$1,533,283.**
VOTING IN FAVOR: 23-1-2 (Mullen opposed; Moreshead, Condon abstained)

CALL ITEM 4: Library Electrical
PRESENTATION: Public Works Director Gary Schneider
Motion by Moreshead, seconded by Khan, to approve a recommendation from the Board of Finance to move **$25,000** from the **Undesignated Fund Balance of the Capital Non-recurring Expenditure Fund #205-31520** to a new project line **(Library Electrical Project).**
VOTING IN FAVOR: Unanimous

CALL ITEM 5: Assessor Revaluation
PRESENTATION: Assessor Paige Walton
MOTION by Childs, seconded by Khan, to approve an appropriation in the amount of **$210,000** from designated Line **#20501-57369 (CNR Revaluation) for property revaluation project to Vision Government Solutions Inc.**
MOTION PASSED: Unanimous

CALL ITEM 6 – Full-Time Firefighter/EMTs
PRESENTATION: Director of Fire Services Chris Haley
MOTION by Goldstein, seconded by Khan, to approve a request from the Board of Finance for an additional appropriation in the amount of **$88,640** from the **Unassigned Fund Balance of the General Fund** to the designated lines **#10123-51410 ($73,293), 10123-53111 ($8,584), 10123-52370 ($4,463), and 10123-52310 ($2,300)** to support the hiring of two full-time Firefighter/EMTs.
MOTION PASSED: 25-0-1 (Sullivan abstained)

CALL ITEM 7 – SCBA Upgrade
PRESENTATION: Director of Fire Services Chris Haley
MOTION by Childs, seconded by Moreshead, to approve a request from the Board of Finance for an appropriation in the amount of **$49,102** from designated line **20523-57777 (Fire Service-SCBA Upgrade Prog) for the SCBA Upgrade Program.**
MOTION PASSED: 25-0-1 (Sullivan abstained)

CALL ITEM 8– Non-union Administrative/Technical Crafts Wage Increase
PRESENTATION: HR Director Christine Walters
MOTION by Steward-Gelinas, seconded by Childs, to approve a request from the First Selectman to approve the non-union Administrative Support (AS) and Technical Crafts (TC) general wage increase of 2.50% for fiscal year 2026-2027. This also includes an increase in employee cost-sharing of health benefits from 16% to 17% effective July 1, 2026.
MOTION PASSED: Unanimous

CALL ITEM 9 – Non-union Professionals & Management Professionals
PRESENTATION: HR Director Christine Walters
MOTION by Childs, seconded by Steward-Gelinas, to approve a request from the First Selectman to approve the non-union Professionals & Management Professionals general wage increase of 2.50% for fiscal year 2026-2027. This also includes an increase in employee cost-sharing of health benefits from 16% to 17% effective July 1, 2026.
MOTION PASSED: 25-0-1 (Nunes Peterson abstained)
At the request of Steward-Gelinas, a moment of silence was observed for long-serving Member and former Moderator Thomas Dembek.

CALL ITEM 10: Personnel Review Board
MOTION by Childs, seconded by Gonzalez, to nominate Gwendolyn Braxton to the Personnel Review Board. (Term 12/01/2025 – 11/30/2028)
MOTION by Steward-Gelinas, seconded by Goldstein, to nominate Krum Chuchev, to the Personnel Review Board. (Term 12/01/2025 – 11/30/2028)
MOTION by Steward-Gelinas, seconded by Goldstein, to nominate Rikki Wells to the Personnel Review Board. (Term 12/01/2025 – 11/30/2028)
Roll call vote taken in order of nominations.
VOTING IN FAVOR OF BRAXTON: Augmon-Bossa, Bennett, Calkins, Casper, Childs, Driscoll, Fioravanti, Franklin, Gonzalez, Greene, Khan, Moreshead, Mullen, Mullen Kohl, Olynciw, Pellett, Sullivan, Watson Jones
VOTING AGAINST: Bartelli, Besade, Condon, Goldstein, MacKenzie, Steward-Gelinas, Sugrue
UNAVAILABLE: Nunes Peterson
GWENDOLYN BRAXTON appointed: 18-7-0
VOTING IN FAVOR OF CHUCHEV: Bartelli, Besade, Casper, Condon, Goldstein, MacKenzie, Steward-Gelinas, Sugrue
VOTING AGAINST: Augmon-Bossa, Bennett, Calkins, Childs, Driscoll, Fioravanti, Franklin, Gonzalez, Greene, Khan, Moreshead, Mullen, Mullen Kohl, Nunes Peterson, Olynciw, Pellett, Sullivan, Watson Jones
NOMINATION FAILED: 8-18-0
VOTING IN FAVOR OF WELLS: Unanimous
RIKKI WELLS appointed: Unanimous.

CALL ITEM 11: Utility Commission
MOTION by Childs, seconded by Gonzalez, to nominate Beth Sabilia to the Utility Commission. (Term 04/01/2025 – 03/31/2029)
MOTION by Steward-Gelinas, seconded by Goldstein, to nominate Rich Gonyo to the Utility Commission. (Term 04/01/2025 – 03/31/2029)
MOTION by Moreshead, seconded by Khan to nominate Joshua Kelly to the Utility Commission. (Term 04/01/2025 – 03/31/2029)
Roll call vote taken in order of nominations.
VOTING IN FAVOR OF SABILIA: Augmon-Bossa, Bennett, Calkins, Casper, Childs, Driscoll, Gonzalez, Khan, Mullen, Mullen Kohl, Nunes Peterson, Olynciw, Pellett, Sullivan, Watson Jones
VOTING AGAINST: Bartelli, Besade, Condon, Franklin, Goldstein, Greene, MacKenzie, Moreshead, Steward-Gelinas, Sugrue
ABSTAINED: Fioravanti
BETH SABILIA APPOINTED: 15-10-1

CALL ITEM 12 – Committee on Committees
MODERATOR Driscoll appointed the following members to serve with Majority Leader Childs (District 2) and Minority Leader Steward-Gelinas (District 1) on the Committee on Committees: Tim Fioravanti, Lindsay Khan, Dave Sugrue.
RECESS: MODERATOR Driscoll called for a recess at 9:10 p.m. to allow the Committee on Committees to meet and prepare their recommendations.
CALL TO ORDER: MODERATOR Driscoll called the body back to order at 9:35 p.m.

CALL ITEM 13 – Committee on Committees Recommendations
MOTION by Childs, seconded by Steward-Gelinas, to accept the committee assignments as presented by the Committee on Committees. (See Attachment)
MOTION PASSED: Unanimous

CALL ITEM 14 – Long Range Fiscal Planning Committee, School Building Committee, Energy Task Force
MOTION by Steward-Gelinas, seconded by Goldstein, to accept the Long Range Fiscal Planning Committee and School Building Committee appointments as presented. (See Attachment)
A friendly amendment was offered by Childs and accepted to include the continued appointments of MacKenzie and Childs to the Energy Task Force as part of the motion.
MOTION PASSED: Unanimous

CALL ITEM 15 – Retirement Commission
MOTION by Childs, seconded by Goldstein, to appoint Paul Goldstein and Susan Driscoll to the Retirement Commission. (Term 12/01/2025 – 12/06/2027)
MOTION PASSED: Unanimous

CALL ITEM 16 – Social Services Grants Review Board
MOTION by Steward-Gelinas, seconded by Goldstein, to appoint Kate MacKenzie and Lindsay Khan to the Social Services Grants Review Board. (Term 12/01/2025 – 12/06/2027)
MOTION PASSED: Unanimous

CALL ITEM 17 – Oswegatchie Fire Station Building Committee
MOTION by Moreshead, seconded by Condon, to Passover and address at the February Meeting
MOTION PASSED: Unanimous

CALL ITEM 18 – RTM Proposed Schedule
MOTION by Steward-Gelinas, seconded by Condon, to approve the proposed schedule as presented. (See Attachment)
VOTING IN FAVOR: Unanimous

CALL ITEM 19 – RTM Proposed Budget
MOTION by Childs, seconded by Steward-Gelinas, to approve the FY27 budget in the amount of $17,803 and forward to the Board of Selectmen for approval.
MOTION by Childs, seconded by Franklin, to amend Line Item #51210 by a reduction of $1 for a new total of $17,802
VOTING IN FAVOR: 24-2-0 (Goldstein, Steward-Gelinas opposed)
MOTION by Childs, seconded by Moreshead, to amend Line #53010 by a reduction of $400 for a new total of $17,402.
MOTION FAILED: 3-22-1 (Childs, Driscoll, Pellett voted in favor; Bennett abstained)
MOTION WITH AMENDED TOTAL PASSED ($17,802): Unanimous

NEW BUSINESS:
A brief discussion ensued on start times of future meetings. No motions made.

Moderator Driscoll made the body aware that all RTM members' names, email addresses and/or phone numbers will be posted on the Town's website and asked that members relay their preferred—if any—email address or phone number to her and Clerk Campo by the end of the week.

Moderator Driscoll discussed the need to begin scheduled reviews of the town's contracts with private organizations (Ordinance 3.04.070). The First Selectman agreed to present the Waterford Ambulance Service contract at the Feb. 2nd RTM meeting.

Moderator Driscoll requested that all members remain after adjournment for the purpose of newly formed Standing Committees electing their Chairs.

MOTION by Condon, seconded by Childs, to adjourn at 10:09 P.M.

Respectfully Submitted,

David L. Campo, CCTC
Waterford Town Clerk