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RECEIVED FOR RECORD
WATERFORD, CT
Wednesday, September 9, 2026
Town Hall Auditorium 7:00 p.m.

Board of Finance
Regular Meeting Minutes

Present: Glenn Patterson, Robert Tuneski, Bill Sheehan, Ann Peabody, Jerry Fischer, Joseph Filippetti

Absent: Michael Rocchetti

Elected: Rob Brule, First Selectman; Abbas Danesh, Treasurer; Susan Driscoll, RTM Moderator

Staff: Kimberly Allen, Director of Finance; Jill Stevens, Utility Commission Director; David Ferland, Chief of Police; Rebecca Hall, Administrative Assistant Finance Office/BOF Recording Secretary

1. **Establishment of a quorum and call to order**
A quorum was established and the Regular Meeting of the Board of Finance was called to order at 7:00p.m. September 9, 2026.
2. **Public Comment:** none
3. **Approval and acceptance of minutes:**

Motion by Bill Sheehan and seconded by Robert Tuneski to approve the minutes of the August 12, 2026 Regular Meeting with a correction to Item #6, Line No. 2, Org. Code 10119. Change to Org. Code 10143 for Ethics Commission.

Vote: 6 – 0 – 0

Motion: Passed
4. **To consider and act upon a request by Jill Stevens, Director of Utility Commission, for a FY27 additional appropriation in the amount of \$200,000 for a new project (Water Distribution System Emergency Capital Reserve for FY27, line # TBD). If approved, the request shall be forwarded to the Representative Town Meeting (RTM) for final authorization.**

Motion by Bill Sheehan and seconded by Joseph Filippetti to transfer \$200,000 from the Undesignated Fund Balance of the Capital Nonrecurring Expenditure Fund (CNR) line #205-31520 to appropriated to a new line# (TBD), and forward to the RTM as required.

Vote: 6 – 0 – 0

Motion: Passed

5. **To consider and act upon the FY28 Budget Guidelines.**

Motion by Bill Sheehan and **seconded** by Robert Tuneski to approve the FY28 Budget Guidelines with the modification to page 5 as presented below in green:

"SECTION D – ADDITIONAL BUDGET INSTRUCTIONS

It is recognized that much work goes into the preparation of your budgets and your efforts and cooperation are acknowledged and appreciated. Budget request pages ~~should~~ shall be numbered and all graphs ~~should~~ shall be submitted in color.

Please email your budget documents to Kim Allen, kallen@waterfordct.org no later than the close of business on **December 18, 2026**. Budgets ~~should~~ shall be emailed in their original format. **PDF files will not be accepted.** Budgets that require commission approval ~~should~~ shall include a copy of the meeting minutes that show the commission's vote to approve the FY28 budget request."

Vote: 6 – 0 – 0

Motion: Passed

6. **Briefing** by the Chief of Police, David Ferland, on the use of Automated License Plate Readers in the Town of Waterford.
7. **To review and discuss** Capital Projects Policy (last amended September 2020). Additional information was handed out to the Board of Finance members. Chairman Patterson stated this item will be presented again in "Old Business" at the October Board of Finance regular meeting.
8. **Old Business:** none
9. **New Business:**
 - a. The First Selectman, Rob Brule, advised the Board of Finance about Millstone's new signaling system, IPAWS (Integrated Public Alert and Warning System). On September 23, 2026, there will be a public meeting regarding the new Millstone emergency alerts. As of October 1, 2026, Millstone will no longer use sirens as part of their new alert system, but rather a mobile notification.
 - b. Mr. Brule reminded the Board of Finance that a 25th Commemorative Anniversary of 9/11 Remembrance Ceremony will be held on Friday, September 11, 2026 on the Waterford Town Green, in front of the Town Hall, promptly at 9:30a.m.
 - c. Mr. Brule informed the Board of Finance that in continuing the recognition of Waterford's 225th Anniversary, he is hosting a Food Drive to celebrate Waterford's past by helping neighbors. The food drive will be held on Saturday, September 12, 2026 from 9am-12pm at the Town Hall.
10. **Liaison Reports:**
 - a. **Oswegatchie Building Committee:** Robert Tuneski updated the Board of Finance with the progress of the new Waterford fire station that is currently being built. He stated that there are no real issues other than a few, small delays due to the weather. Mr. Tuneski will bring photographs of the new building to the BOF regular meeting in October. In conclusion, the project is on budget and on schedule.
11. **Correspondence:** none

12. Adjournment

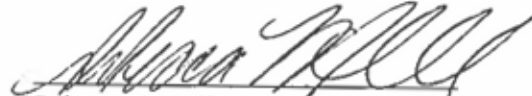
Motion by Bill Sheehan and **seconded** by Robert Tuneski to adjourn the Regular Meeting of the Board of Finance at 7:55pm.

Vote: 6 - 0 - 0

Motion: Passed

Respectfully submitted,


John (Bill) W. Sheehan,
Clerk of the Board of Finance


Rebecca L. Hall,
Recording Secretary