

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

AGENDA

FLEET AD HOC COMMITTEE
Thursday, January 22, 2026
9:30 A.M.
First Selectman's Office
Town Hall

ATTEST: *[Signature]*
TOWN CLERK

2026 JAN 21 A 8:32

RECEIVED FOR RECORD
WATERFORD, CT

- 1) Call to Order
- 2) Approval of Minutes from December 15, 2025 meeting
- 3) Per Town Ordinance 3.17.060:
To consider and act on a request from Ryan McNamara, Director of Recreation & Parks, to request an additional \$40,000 to purchase a replacement for P53 as per the approved schedule on the fleet management plan.
- 4) Adjournment

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WATERFORD, CT 06385-2886



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RECEIVED FOR RECORD
WATERFORD, CT
2025 DEC 15 PM 2:57
TOWN CLERK

Fleet Ad Hoc Committee

Meeting Minutes

Monday, December 15, 2025

9:00 am

Present: Sue Driscoll (RTM), Glenn Patterson (BOF), Rob Brule (First Selectman), Kim Allen (Director of Finance), Chris Haley (Director of Fire Services)

- 1) Meeting Called to order at 9:00 am.
- 2) Approval of Minutes from July 10, 2025 meeting

Motion to approve the minutes as presented by Rob Brule and seconded by Glenn Patterson.

Yes: 3 (Patterson, Brule, Allen); Abstain: 1 (Driscoll)

- 3) Per Town Ordinance 3.17.060:
To consider and act on a request from Chris Haley, Director of Fire Services, to request \$173,400 to refurbish W55 and revise its replacement schedule on the fleet management plan.

Motion to approve the request to refurbish W55 and revised the fleet management plan schedule by Rob Brule and seconded by Glenn Patterson.

Vote: Unanimous

- 4) Adjournment

Motion by Glenn Patterson and seconded by Rob Brule to adjourn the meeting at 9:17 am.

Vote: Unanimous

Respectfully submitted

Kimberly Allen

Director of Finance



To: Fleet Management Ad Hoc Committee

From: Ryan McNamara, Director of R&P

Department: Recreation & Parks

Date: January 14, 2026

Subject: Updated Equipment Purchase Request – Replacement of Toro Mower with Ventrac Multi-Function System

Dear Members of the Fleet Management Ad Hoc Committee,

P53
I am writing to provide an update regarding the planned purchase of a large Toro mower included in the current replacement cycle. As you may notice, the amount originally allocated for this purchase was \$60,650. During the procurement review process, we obtained an updated quote from the vendor, which reflected an almost \$40,000 increase, bringing the total cost to \$99,740.28 (quote attached).

After reviewing our records, we determined that this increase was the result of a clerical oversight in updating the replacement cycle cost. The original allocation did not reflect current market pricing for this class of equipment. Once the corrected quote was received, our department took the opportunity to reassess whether the Toro mower remained the most appropriate and cost-effective solution for our operational needs.

Evaluation of Alternatives

During this review, our team identified a viable and advantageous alternative: the **Ventrac multi-function system**. This equipment platform offers a range of interchangeable attachments, enabling staff to perform multiple maintenance tasks with a single power unit. These capabilities align more closely with the diverse responsibilities of a Recreation and Parks Department, including:

- Turf mowing
- Trail and pathway maintenance
- Brush and vegetation management
- Snow removal
- Specialty grounds work

The Ventrac system provides greater versatility, reduces the need for multiple single-purpose machines, and enhances our ability to maintain a variety of park and facility environments efficiently. This purchase would also fall in line with the department's initiative to become more efficient and effective with equipment maintenance, getting away from proprietary systems when possible.

Financial Impact

In addition to its functional advantages, the Ventrac system offers a **cost savings** compared to the updated Toro quote. The Ventrac proposal is approximately **\$92,401.89 (quote attached)**, representing a savings of **\$7,338.39** while delivering significantly broader utility.

This positions the Ventrac as both a financially responsible and operationally superior choice for the Town.

Recommendation

Given the substantial price increase associated with the Toro mower, the expanded capabilities of the Ventrac system, and the cost savings realized through this alternative, the Recreation and Parks Department respectfully recommends **proceeding with the purchase of the Ventrac multi-function system** in place of the Toro mower.

This adjustment ensures that the Town's investment supports:

- Greater operational flexibility
- Improved maintenance capacity
- Long-term cost efficiency
- Alignment with departmental needs and expectations

We believe this recommendation represents the most responsible use of allocated funds and best supports the Town's commitment to high-quality park and facility maintenance.

Thank you for your consideration. I am available to answer any questions or provide additional information as needed.



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157 Moody Road • PO Box 1200 • Enfield, CT 06082
Main Office: (860) 763-3581 • FAX: (860) 763-5550

QUOTE

Prepared For: Ryan McNamara
Waterford Parks and Recreation
24 Rope Ferry Road Waterford, Connecticut
06385 United States

Sourcewell Pricing

Ship To: Waterford Park n Rec
Quote Number: Groundsmaster 4000 12.23.25
Quoted Date: Q197489
Prepared By: **12/23/2025**
Brian Pope
bpope@turfproductscorp.com

Qty	Model #	Description	Award	Extended
1	30609	Groundsmaster 4000-D (T4)	\$93,553.98	\$93,553.98
1	30671	Universal Sunshade, Red	\$880.62	\$880.62
1	31522	4WD Flow Divider Kit	\$556.14	\$556.14
				\$94,990.74

Toro Total:	\$94,990.74
Non - Toro Total:	\$0.00
Set Up & Delivery:	\$4,749.54
Trade Ins:	(\$0.00)
State Sales Tax:	\$0.00
Total Price:	\$99,740.28

Pricing is valid for 30 days.



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COMMERCIAL SALES AGREEMENT

Contact Name: _____	Quote Number: _____
Account Name: _____	Quoted Date: _____
Billing Address: _____	Prepared By: _____
Phone number: _____	Salesman Number: _____
Account Number: _____	Buyer's PO No: _____
Shipping address: _____	Agreement Signing Date: _____
_____	Requested Delivery Date: _____

Financing / Leasing Terms: _____	
Setup Instructions: _____	

Pricing is valid for 30 days.

BY SIGNING BELOW, THE BUYER AGREES TO PURCHASE THE PRODUCTS AS DESCRIBED IN THE ACCOMPANYING QUOTES AND ACKNOWLEDGES HAVING RECEIVED AND READ A COPY OF THE TERMS AND CONDITIONS OF THIS AGREEMENT AND HEREBY AGREES TO BE BOUND BY THOSE TERMS AND CONDITIONS.

Buyer's Signature _____
Duly Authorized

Salesperson's Signature: _____
Duly Authorized

Buyer's Printed Name _____
Duly Authorized

Salesperson's Printed Name _____
Duly Authorized



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COMMERCIAL SALES AGREEMENT

TERMS AND CONDITIONS

- 1. ACCEPTANCE OF ORDER.** TURF PRODUCTS, LLC ("Seller") shall accept this sales agreement (the "Order") for certain goods described in name and quantity on Quote attached hereto (the "Goods"). Each of Seller and Buyer may be referred to herein as a "Party" and collectively as the "Parties". By Buyer and Seller's written acceptance of this Order, Buyer and Seller agrees to all the terms and conditions of this Order.
- 2. PRICING.** Prices, terms, and conditions are subject to change by Seller without notice. Seller reserves the right to add applicable taxes to the pricing.
- 3. CHANGES AND CANCELLATIONS.** Changes proposed by Buyer with respect to this Agreement shall be made by submittal by Buyer to Seller of a written request at least fifteen (15) days prior to shipment of Goods pursuant to this Agreement, approval shall be solely at Seller's discretion. In the event that Seller approves any change(s) proposed by Buyer with respect to this Agreement, Seller shall provide a new estimated delivery within a reasonable time. The terms and conditions of this Agreement shall remain in effect in their entirety in the event that Seller fails to approve any changes proposed by Buyer.
- 4. DELIVERY.** Goods shall be sold F.O.B. Delivery Destination as set forth above on the Delivery Date. Seller shall pack all Goods in accordance with customs and practices prevailing in the industry. Risk of loss shall pass to Buyer upon delivery of the Goods at the Delivery Destination if accepted and signed for by the Buyer. Seller shall not be liable for any losses to Buyer arising from any delivery of the Order that is nonconforming or rejected, unless said nonconformance or rejection is a result of Seller's gross negligence or fault. Notification of any such nonconformance or rejection must be provided to Seller within three (3) business days of Buyer's receipt of the Order. Seller shall retain a right to cure within ten (10) business days of receipt of Seller's notice of nonconformance or rejection of the Order or any part thereof without being deemed in breach of the Order or any part or provision thereof. Seller shall, in the event of a delay or threat of delay due to any cause, promptly notify Buyer in writing of the delay. Seller shall not be liable for any damages resulting from failure to make delivery or performance within the time called for by this Order or by any written instructions of the Buyer.
- 5. RETURNED GOODS AND ERRORS.** Goods may not be returned without a Returned Goods Authorization issued by the Seller and any returned Goods are subject to restocking charge. Certain Goods may not be returned including Goods which are found to be defective and or not conforming with the terms of this Agreement. All returns must be in new and clean condition. Goods delivered more than ninety (90) days prior to their attempted return will not be accepted by Seller unless Buyer has obtained prior written approval from the Seller. If permission to return the Goods (or any portion thereof) is granted, any amount of Seller's merchandise credit given to Buyer will be based on the circumstances involved and determined solely at the Seller's discretion. Buyer is responsible for any delivery or shipping charges incurred to return Goods to Seller. Seller shall cure any errors in the shipment of the Goods that are not in conformance with this Agreement and those goods that are defective and under warranty. All claims for shortages in this Agreement must be made within ten (10) calendar days from the shipment date.
- 6. FINANCE CHARGE.** Buyer agrees that each invoice pursuant to this Agreement will be subject to a finance charge of one and a half percent (1.5%) per month or part thereof (equaling an annual percentage rate of eighteen percent (18%) or the maximum rate permitted by law, whichever is higher) if not paid in full after thirty (30) days of the date of the invoice, unless other terms have been agreed upon (ex" leasing). Buyer shall reimburse Seller for any and all costs and expenses (including attorney's fees to the maximum extent permitted by law) incurred by Seller arising from or related to the collection of any Obligation (as defined in Paragraph 7) and/or the enforcement of Seller's rights with regards to any Collateral (as defined in Paragraph 7).
- 7. SECURITY INTEREST.** To secure the payment and performance of each and every debt, liability of every type and description which the Buyer may now or hereafter owe to the Seller (each an "Obligation"), Buyer grants to Seller a security interest in the Goods, and all other goods (as defined in Article 9 of the Uniform Commercial Code, as adopted by the State of Connecticut (the "UCC")) from time-to-time sold by Seller to Buyer, and all products and proceeds of the foregoing property, including, without limitation, all accounts, insurance proceeds and all other rights to payment (the "Collateral"). Buyer authorizes the Seller to prepare and file financing statements covering all or any portion of the above collateral with any filing office selected by Seller. Upon any default of Buyer in respect of Obligation, Seller shall have all rights of a secured creditor under the UCC and under any other applicable law.
- 8. TERMINATION.** This Agreement may not be terminated unless agreed to in writing by Seller and Buyer.
- 9. REPRESENTATIONS AND WARRANTIES.** SELLER PROVIDES THE GOODS, INCLUDING BUT NOT LIMITED TO ANY SPARE PART(S), MANUAL(S) AND/OR INSTRUCTIONAL MATERIAL(S) PURSUANT TO THIS ORDER "AS IS." ANY WARRANTY OR WARRANTIES PROVIDED BY THE MANUFACTURER(S) OF THE GOODS (collectively, the "Manufacturers") IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, SATISFACTORY QUALITY, NON-INFRINGEMENT, OR ARISING FROM ANY COURSE OF DEALING, USAGE, OR TRADE PRACTICE. Seller shall bear no responsibility for contents or errors in any manuals, instructions or other information supplied to the Seller by the Manufacturers and provided to Buyer by Seller with the Goods.
- 10. NOTICE.** Any notices required or permitted to be given hereunder shall be in writing and shall be deemed to be duly given when received if sent by a recognized overnight carrier to each Party's address as stated on this Order, when delivered by hand, or when transmitted by facsimile transmission if the transmittal report document indicates that the facsimile was sent successfully.
- 11. REMEDIES.** Remedies set forth are exclusive. Neither Party shall be liable for consequential, punitive or exemplary damages, or loss profits or revenue.
- 12. DISPUTE RESOLUTION AND GOVERNING LAW.** The terms of this Order shall be governed by the laws of the State of Connecticut, to the exclusion of its choice of law rules. Seller and Buyer submit to the non-exclusive jurisdiction of any state or federal court located in the State of Connecticut. To the extent permitted by applicable law, any and all actions brought by Buyer against Seller pursuant to the terms of this Agreement shall be commenced within one (1) year of written notice by Buyer to Seller of the dispute(s) that is/are the subject of the action, said written notice to be provided by Buyer to Seller within one hundred eighty (180) days of the shipment date specified herein. THE PARTIES HEREBY WAIVE ANY RIGHTS TO A JURY TRIAL.
- 13. SEVERABILITY.** In the event provision or clause of the Order conflicts with governing laws or if a court of competent jurisdiction holds invalid provision or clause of this Agreement, such provision or clause shall be deemed to be modified to reflect as nearly as possible the Parties' intent. The remainder of this Agreement shall remain in full force and effect so long as the terms of the remainder do not render the Agreement manifestly unjust to either Party.
- 14. SURVIVAL.** The provisions of the Agreement, which by their very nature would continue beyond the termination, cancellation, or expiration of the Order shall continue as valid and enforceable rights and obligations of the Parties and survive termination, cancellation, or expiration of the Order.



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COMMERCIAL SALES AGREEMENT

15. FORCE MAJEURE. Neither Party shall be liable for a delay in its performance of its obligations and responsibilities under this Agreement due to causes beyond its control, including not limited to war, strikes or lockouts, embargo, national emergency, insurrection or riot, acts of the public enemy, acts of terrorism, fire, flood, other natural disaster, or any and all delays or failures by the Manufacturers or any of Seller's other vendors, provided that said Party has taken reasonable measures to notify the other in writing of the delay.

16. ENTIRE AGREEMENT. This Order and Quote hereto together constitutes the entire agreement between Buyer and Seller, and supersedes all, whether written or oral, communications, representations, negotiations, or agreements pertaining to the Goods. This Agreement may only be amended by a writing signed by both Parties. In the event that any terms of the Agreement conflict with those of any other document, this Agreement's terms shall control.

17. WAIVER. The waiver by Buyer or Seller of any notice requirement or any breach of any requirement or obligation under this Agreement shall not be deemed to be a waiver of any subsequent breach of the same requirement or obligation, or a waiver of any other requirement or obligation stated herein.



Prepared For:

Ryan McNarmara
Waterford Recreation and Park
15 Rope Ferry Road
Waterford, CT 06385
860 444 5881

Sold & Serviced by:

Turf Products LLC
Brian Pope
157 Moody Road
Enfield, CT 06082
Phone: 860-395-6936



Pricing Quote

Quote #: 110974-1003
Contract #: 112624-TTC

Date Quoted: January 6, 2026
Quote Expires: February 5, 2026

Prepared For:

Ryan McNamara
Waterford Recreation and Park
15 Rope Ferry Road
Waterford, CT 06385
860 444 5881

Prepared By:

Turf Products LLC
Brian Pope
157 Moody Road
Enfield, CT 06082
Phone: 860-395-6936

Customer's Sourcewell Membership ID: 97487

Thank you for the opportunity to quote the following Ventrac product(s) for your review. I have added the items that we feel would best serve your needs. Please feel free to contact me with any questions.

QTY	Model #	Description	Sourcewell	Total
1	4520N (39.51225)	Ventrac Tractor: KN, 4520N Kubota WG972 EFI <i>Included Standard: Weight Transfer, SDLA Hand Controls, 4 Rear Weights, Front Fenders, Foot Pegs</i>	31,138.80	31,138.80
1	70.4200-99	Accessory: Kit, PRO KN4520	1,883.20	1,883.20
1	MA900 (39.55170)	Attachment: MOWERS - BOOM MA, MA900 Boom Mower	17,419.60	17,419.60
1	70.4137	Accessory: MID-WEIGHT BAR KIT Kit, Weight Bar Mid 4500/4520	308.00	308.00
1	23.0212	SPOOL FLOAT KIT Service Kit, 4 Pos Spool W/Detent	81.00	81.00
4	47.0115	Accessory: ADDITIONAL WEIGHTS Weight, Suitcase - 42 LBS w/Box	110.00	440.00
1	MZ480 (39.55119)	Attachment: BRUSH CUTTER MZ, MZ480 Brush Cutter	5,720.00	5,720.00
1	EF300 (39.55205)	Attachment: LEAF PLOW EF, EF300 Leaf Plow	2,543.20	2,543.20
1	MJ840 (39.55160)	Attachment: MOWERS - CONTOUR DECK MJ, MJ840 Contour Mower	8,870.40	8,870.40
1	70.8239	Accessory: MJ SCRAPER KIT Kit, Scraper MJ Roller	211.20	211.20
1	70.4179	Accessory: 12-VOLT REAR PLUG Kit, 12V Rear 4520	167.20	167.20
1	70.4169	Accessory: CANOPY Kit, Canopy	998.80	998.80
1	70.4170	Accessory: FAN FOR CANOPY Kit, Fan for Canopy	400.40	400.40
1	70.4172	Accessory: FRONT WORK LIGHT FOR CANOPY Kit, Front Work Light for Canopy	167.20	167.20
1	70.4173	Accessory: WORK LIGHT LED Kit, Work Light LED 4520/4500	378.40	378.40
1	70.4167	Accessory: HEATED SUSPENSION SEAT Kit, Heated Suspension Seat 4500/4520	875.60	875.60

QTY	Model #	Description	Sourcewell	Total
1	70.4067	Accessory: DUAL WHEEL KIT Kit, Duals Field Trax Black	1,491.60	1,491.60
1	70.4185	Accessory: LARGE TOOLBOX KIT Kit, Toolbox Large	145.20	145.20
1	HH150 (70.2016)	Accessory: TRAILER MOVER HH, Trailer Mover Hitch	444.40	444.40
1	KX523 (39.55427)	Attachment: SNOW BLOWER KX, KX523 52" Snowblower	5,588.00	5,588.00
1	70.8025	Accessory: Kit, 12V Actuator, HB/KX/LX	294.80	294.80
1	KG540 (39.55436)	Attachment: POWER RAKE KG, KG540 Power Rake	8,434.80	8,434.80

Subtotal 88,001.80

CHARGES

Other Charge: SET UP (5%) +4,400.09

TOTAL USD \$ 92,401.89



RECEIVED FOR RECORD
WATERFORD, CT
2024 JUL - 31 A 10:39
ATTEST: *David J. Caruso*
TOWN CLERK

Fleet Ad Hoc Committee
Meeting Minutes
Tuesday, July 2, 2024
8:00 am
First Selectman's Office

Present: Paul Goldstein (RTM), Rob Brule (First Selectman), Kim Allen (Director of Finance)

Other: Ryan McNamara (Recreation & Parks Director)

1) Meeting Called to order at 8:00 am.

Motion to approve a variance to move FY25 approved vehicle replacement, P74, to FY26 and move FY26 approved vehicle replacement, P60, to FY25 for \$70,494.

Motion by Paul Goldstein and seconded by Rob Brule to approve \$70,494 to replace asset P60 in FY25.

Vote: Unanimous

2) Motion to approve a variance to move FY25 approved vehicle replacement, P53 to FY26 and move FY26 approved vehicle replacement, P62, to FY25 for \$70,494.

Motion by Paul Goldstein and seconded by Rob Brule to approve \$31,672 to replace asset P62 in FY25.

Vote: Unanimous

3) Adjournment

Motion by Paul Goldstein and seconded by Rob Brule to adjourn the meeting at 8:13 am.

Respectfully submitted
Kimberly Allen
Director of Finance

