

FIFTEEN ROPE FERRY ROAD  
WATERFORD, CT 06385-2886



BOARD OF FINANCE  
AGENDA

PHONE: 860-442-0553

www.waterfordct.org

RECEIVED FOR RECORD  
WATERFORD, CT  
JUN - 6 / A 10: 36  
ATTEST: *[Signature]*  
TOWN CLERK

June 11, 2025  
7:00 p.m.

Waterford Town Hall  
Regular Meeting

1. Establishment of a quorum and call to order.
2. Public Comment
3. Approve and acceptance of minutes from May 28, 2025.
4. To consider and act on a request for a FY25 Out-of-Series transfer from the Human Services Administrator, Dani Gorman, in the amount of \$5,000 from line# 10119-48719 (YSB BOE Clerical Stipend) to line# 10119-51110 (Administration) as indicated in the Transfer Request Form in Item 5 of this agenda.
5. To consider and act on a request for a FY25 Out-of-Series transfer from the Human Services Administrator, Dani Gorman, in the amount of \$14,103 as indicated in the Transfer Request Form:

TOWN OF WATERFORD  
TRANSFER REQUEST FORM  
Out of Series Transfer Request

YOUTH SERVICES  
DEPARTMENT

| Line No. | Org. Code | Object Code | Object Description   | APPROVED<br>Budget<br>Amount | CURRENT<br>Available<br>Budget | ACCOUNT<br>INCREASE | ACCOUNT<br>DECREASE | REVISED<br>Available<br>Budget |
|----------|-----------|-------------|----------------------|------------------------------|--------------------------------|---------------------|---------------------|--------------------------------|
| 1        | 10119     | 48719       | BOE CLERICAL STIPEND |                              |                                |                     | (5,000)             | (5,000)                        |
| 2        | 10119     | 51110       | ADMINISTRATION       |                              |                                | 5,000               |                     | 5,000                          |
| 3        | 10119     | 44480       | SDE STATE GRANT      |                              |                                |                     | (14,103)            | (14,103)                       |
| 4        | 10119     | 51210       | CLERICAL & TECHNICAL |                              |                                | 12,000              |                     | 12,000                         |
| 5        | 10119     | 51110       | ADMINISTRATION       |                              |                                | 2,000               |                     | 2,000                          |
| 6        | 10119     | 51810       | OVERTIME             |                              |                                | 103                 |                     | 103                            |
|          |           |             |                      |                              | TOTAL                          | 19,103              | (19,103)            |                                |

Explanation

See Attached Memo

6. To consider and act on a request for a FY25 Out-of-Series Transfer by the Human Services Administrator, Dani Gorman, in the amount \$3,104 to cover unprecedented requests for service as indicated in the Transfer Request Form:

**TOWN OF WATERFORD**  
**TRANSFER REQUEST FORM**  
Out of Series Transfer Request

10135 (Seniors)  
DEPARTMENT

| Line No. | Org. Code | Object Code | Object Description | APPROVED<br>Budget<br>Amount | CURRENT<br>Available<br>Budget | ACCOUNT<br>INCREASE | ACCOUNT<br>DECREASE | REVISED<br>Available<br>Budget |
|----------|-----------|-------------|--------------------|------------------------------|--------------------------------|---------------------|---------------------|--------------------------------|
| 1        | 10135     | 51810       | Overtime           | 983.00                       | (197.29)                       | 500                 |                     | 303                            |
| 2        | 10135     | 53080       | Auto Maintenance   | 1,562.00                     | 1,427.83                       |                     | (500)               | 928                            |
| 3        | 10135     | 51920       | FICA               | 31,709.00                    | 217.05                         | 2,604               |                     | 2,821                          |
| 4        | 10135     | 54030       | Kitchen Equipment  | 3,806.00                     | 2,039.69                       |                     | (2,040)             | 0                              |
| 5        | 10135     | 54020       | Fitness Equipment  | 1,292.00                     | 1,292.00                       |                     | (564)               | 728                            |
|          |           |             |                    |                              | TOTAL                          | 3,104               | (3,104)             | 0                              |

Explanation

The department has experienced unprecedented requests for service (at record levels which is reflected in our data collection). 1. Seniors are surrendering their licenses thus causing the ridership on our vans to climb - especially with providing transportation to medical appointments precipitating the need for more driver hours. 2. An increase in Meals on Wheels participation for homebound seniors precipitating the need for more MOW drivers. 3. A dramatic increase in social services' cases, especially well-being checks. This has led to the need for staff to do home visits and assist seniors with enrolling in programs. 4. we have also experienced a sharp increase in seniors requesting resources to assist with tax relief and Veterans' programs.

7. To consider and act on a request from the Director of Recreation & Parks, Ryan McNamara, for a FY25 Out-of-Series Transfer in the amount of \$13,000 to cover an increase for onboarding background checks, hearing tests, unexpected cost with Arnie Holmes Jr. Park and replacement engine for P54 as indicated in the Transfer Request Form:

**TOWN OF WATERFORD**  
**TRANSFER REQUEST FORM**  
Out of Series Transfer Request

Parks and Recreation  
DEPARTMENT

| Line No. | Org. Code | Object Code | Object Description            | APPROVED<br>Budget<br>Amount | CURRENT<br>Available<br>Budget | ACCOUNT<br>INCREASE | ACCOUNT<br>DECREASE | REVISED<br>Available<br>Budget |
|----------|-----------|-------------|-------------------------------|------------------------------|--------------------------------|---------------------|---------------------|--------------------------------|
| 1        | 10137     | 51110       | Administrative                | 189,263.00                   | 39,916.42                      |                     | (13,000)            | 26,916.42                      |
| 2        | 10137     | 52040       | Service Contracts and Repairs | 5,176.00                     | 344.06                         | 2,000               |                     | 2,344                          |
| 4        | 10137     | 52420       | Maintenance of Property       | 100,957.00                   | (3.27)                         | 8,000               |                     | 7,997                          |
| 6        | 10137     | 53080       | Maintenance of Vehicles       | 24,500.00                    | 14.58                          | 3,000               |                     | 3,015                          |
|          |           |             |                               |                              | TOTAL                          | 13,000              | (13,000)            |                                |

Explanation

Balancing of operational expenses:

Funding can be taken from 10137-51110 (Administrative) due to Assistant Director position delay in hire.

Additional funds needed in Service Contracts and Repairs 10137-52040 for onboarding background checks. - deficit due to InfoShred destruction of papers and Hartford Healthcare and L&M hearing tests.

Additional funds needed in Maintenance of Properties 10137-52420 for supplies and materials to finish seasonal operations - deficit due to unexpected costs associated with Arnie Holmes Jr. Park

Additional funds needed for Maintenance of Vehicles 10137-53080 to finish our season - deficit due to a replacement engine for P54.

8. To consider and act on a request from the Director of Finance, Kimberly Allen, for a **FY25 Out-of-Series Transfer** in the amount of **\$2,000** to cover educational costs per union contract and office supplies as indicated in the Transfer Request Form:

**TOWN OF WATERFORD**  
**TRANSFER REQUEST FORM**  
Out of Series Transfer Request

FINANCE  
DEPARTMENT

| Line No. | Org. Code | Object Code | Object Description       | APPROVED<br>Budget<br>Amount | CURRENT<br>Available<br>Budget | ACCOUNT<br>INCREASE | ACCOUNT<br>DECREASE | REVISED<br>Available<br>Budget |
|----------|-----------|-------------|--------------------------|------------------------------|--------------------------------|---------------------|---------------------|--------------------------------|
| 1        | 10107     | 52050       | DUES, CONFERENCES & EDUC | 5,897.00                     | 1,025.00                       | 500                 |                     | 1,525                          |
| 2        | 10107     | 53010       | OFFICE SUPPLIES          | 25,000.00                    | (998.00)                       | 1,500               |                     | 502                            |
| 3        | 10107     | 52040       | SERVICE CONTRACTS        | 35,036.00                    | 3,343.67                       |                     | (2,000)             | 1,344                          |
|          |           |             |                          |                              |                                |                     |                     |                                |
|          |           |             |                          |                              | TOTAL                          | 2,000               | (2,000)             |                                |

Explanation

1 - additional funds needed to cover educational costs per union contract

2 - the cost of office supplies have increased over the cost of the year, causing a deficit

3 - funds are available because changes were made to the town-wide printer contract

9. Appoint School Building Committee Representative:

|                           |                |                                  |
|---------------------------|----------------|----------------------------------|
| School Building Committee | Robert Tuneski | 2/2024 - 6/2024, 7/2024 - 6/2025 |
|---------------------------|----------------|----------------------------------|

10. Old Business

- a. Written responses by Robert Tuneski to the items mentioned in the Public Comment Letter submitted by Ted Olynciw in the May Regular Meeting of the Board of Finance.

11. New Business

12. Liaison Reports

- a. Update on the RTM discussion regarding the Proposed Capital Project Pilot Program described in the resolution passed over on last month's BOF agenda.

13. Correspondence

- a. April 2025 Special Revenue Reports  
b. Virginia Bielucki, Town Accountant, Status of Contingency FY25 dated June 3, 2025.

14. Adjournment

Glenn Patterson, Chairman

# TOWN OF WATERFORD

## TRANSFER REQUEST FORM

Out of Series Transfer Request

YOUTH SERVICES  
DEPARTMENT

| Line No. | Org. Code | Object Code | Object Description   | APPROVED<br>Budget<br>Amount | CURRENT<br>Available<br>Budget | ACCOUNT  | ACCOUNT  | REVISED<br>Available<br>Budget |
|----------|-----------|-------------|----------------------|------------------------------|--------------------------------|----------|----------|--------------------------------|
|          |           |             |                      |                              |                                | INCREASE | DECREASE |                                |
| 1        | 10119     | 48719       | BOE CLERICAL STIPEND |                              |                                |          | (5,000)  | (5,000)                        |
| 2        | 10119     | 51110       | ADMINISTRATION       |                              |                                | 5,000    |          | 5,000                          |
| 3        | 10119     | 44480       | SDE STATE GRANT      |                              |                                |          | (14,103) | (14,103)                       |
| 4        | 10119     | 51210       | CLERICAL & TECHNICAL |                              |                                | 12,000   |          | 12,000                         |
| 5        | 10119     | 51110       | ADMINISTRATION       |                              |                                | 2,000    |          | 2,000                          |
| 6        | 10119     | 51810       | OVERTIME             |                              |                                | 103      |          | 103                            |
|          |           |             |                      |                              |                                |          |          |                                |
| TOTAL    |           |             |                      |                              |                                | 19,103   | (19,103) |                                |

### Explanation

See Attached Memo

Department Head

Date

Director of Finance

Date

BOS

6/3/2025

First Selectman

Date

Commission/Board Approval

Date

## Waterford Youth & Family Services

To: Kimberly Allen, Director of Finance  
From: Dani Gorman, Human Services Administrator  
Cc: First Selectman Rob Brule  
Re: Transfer of Funds to Youth and Family Services  
Date: May 23, 2025

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I respectfully request that you review and make a recommendation to the Board of Selectmen for consideration regarding the following items;

1. On behalf of the Waterford Youth Services Advisory Board, I respectfully request that the \$5,000 stipend provided to Youth and Family Services annually by the Board of Education be appropriated to the department to supplement the administrative line.
- While the stipend is noted in the department's annual budget presentation as revenue on the 51000 series page, it is assigned to a line item (LI 10119-48719) within the general fund; not permitting us to expend it. Like in previous fiscal years, I respectfully request that the \$5,000 be provided to the department, as the Board of Education intended, to help us pay for the unprecedented demand for our services.
  - **On behalf of the Youth and Family Services Advisory Board, I ask that the \$5,000 be appropriated to Line Item 10119-51110.**

Once you have reviewed this request, I respectfully ask that you move this forward to the Board of Selectmen with your recommendation.

2. Similarly, we respectfully request that the grant provided to us by the Department of Children and Families (annually) in the amount of \$14,103 be appropriated to the department to offset the cost for salaries.
- While the grant is noted on the revenue page of our budget presentation for Youth and Family Services, it is assigned to line item 10119-44480 within the general budget when the money is deposited electronically from the State of Connecticut in 4 quarterly payments; not permitting us to expend it.
  - The narrative of the grant defines how we will expend these funds within our department. The grant is also audited by the State of Connecticut and reviewed by the Town's auditors.
  - **We respectfully ask that the amounts be appropriated to the following lines as follows:**
  - **\$12,000 to 10119-51210 (Clerical)**
  - **\$2,000 to 10119-51110 (Administration)**
  - **\$103 to 10119-51810 (Overtime)**

Once you have reviewed this request, I respectfully ask that you move this forward to the Board of Selectmen with your recommendation.

6/3/25, BOS- approved

# Town of Waterford, CT

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

ORIGINAL APPROP TRANS/ADJUSTS REVISED BUDGET YTD EXPENDED ENCUMBRANCES AVAILABLE BUDGET % USED

### 101 GENERAL FUND

#### 10119 YOUTH SERVICE BUREAU

#### 51110 ADMINISTRATION

|             |            |                             |            |            |      |           |       |
|-------------|------------|-----------------------------|------------|------------|------|-----------|-------|
| 10119 51110 | 217,793.00 | ADMINISTRATION<br>-1,439.00 | 216,354.00 | 199,406.30 | 0.00 | 16,947.70 | 92.2% |
|-------------|------------|-----------------------------|------------|------------|------|-----------|-------|

#### 51210 CLERICAL AND TECHNICAL

|             |           |                                   |           |           |      |           |        |
|-------------|-----------|-----------------------------------|-----------|-----------|------|-----------|--------|
| 10119 51210 | 46,716.00 | CLERICAL AND TECHNICAL<br>-600.00 | 46,116.00 | 51,727.96 | 0.00 | -5,611.96 | 112.2% |
|-------------|-----------|-----------------------------------|-----------|-----------|------|-----------|--------|

#### 51810 OVERTIME

|             |      |          |        |        |      |        |        |
|-------------|------|----------|--------|--------|------|--------|--------|
| 10119 51810 | 0.00 | OVERTIME | 600.00 | 664.71 | 0.00 | -64.71 | 110.8% |
|-------------|------|----------|--------|--------|------|--------|--------|

#### 51920 F.I.C.A.

|             |           |          |           |           |      |          |       |
|-------------|-----------|----------|-----------|-----------|------|----------|-------|
| 10119 51920 | 20,235.00 | F.I.C.A. | 20,235.00 | 17,683.37 | 0.00 | 2,551.63 | 87.4% |
|-------------|-----------|----------|-----------|-----------|------|----------|-------|

#### 52020 POSTAGE

|             |        |         |        |       |      |        |       |
|-------------|--------|---------|--------|-------|------|--------|-------|
| 10119 52020 | 200.00 | POSTAGE | 200.00 | 87.52 | 0.00 | 112.48 | 43.8% |
|-------------|--------|---------|--------|-------|------|--------|-------|

#### 52030 PROFESSIONAL FEES

|             |          |                               |          |          |      |      |        |
|-------------|----------|-------------------------------|----------|----------|------|------|--------|
| 10119 52030 | 5,000.00 | PROFESSIONAL FEES<br>1,439.00 | 6,439.00 | 6,438.19 | 0.00 | 0.81 | 100.0% |
|-------------|----------|-------------------------------|----------|----------|------|------|--------|

#### 52040 SERVICE CONT AND REPAIRS

|             |          |                                  |          |        |       |       |       |
|-------------|----------|----------------------------------|----------|--------|-------|-------|-------|
| 10119 52040 | 1,060.00 | SERVICE CONT AND REPAIRS<br>0.00 | 1,060.00 | 962.84 | 41.62 | 55.54 | 94.8% |
|-------------|----------|----------------------------------|----------|--------|-------|-------|-------|

# Town of Waterford, CT

## YEAR-TO-DATE BUDGET REPORT



| FOR 2025 '13               |                                       |                |              |              |                  |        |
|----------------------------|---------------------------------------|----------------|--------------|--------------|------------------|--------|
| ORIGINAL APPROP            | TRANS/ADJUSTS                         | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
| 52050 DUES CONFER          |                                       |                |              |              |                  |        |
| 10119 52050                | DUES, CONFERENCES & EDUCATION<br>0.00 | 575.00         | 574.25       | 0.00         | 0.75             | 99.9%  |
|                            | 575.00                                |                |              |              |                  |        |
| 52080 TELEPHONE            |                                       |                |              |              |                  |        |
| 10119 52080                | TELEPHONE<br>0.00                     | 2,500.00       | 2,442.18     | 57.82        | 0.00             | 100.0% |
|                            | 2,500.00                              |                |              |              |                  |        |
| 52380 PROGRAMS             |                                       |                |              |              |                  |        |
| 10119 52380                | PROGRAMS<br>0.00                      | 500.00         | 326.06       | 0.00         | 173.94           | 65.2%  |
|                            | 500.00                                |                |              |              |                  |        |
| TOTAL YOUTH SERVICE BUREAU |                                       |                |              |              |                  |        |
|                            | 0.00                                  | 294,579.00     | 280,313.38   | 99.44        | 14,166.18        | 95.2%  |
|                            | 294,579.00                            |                |              |              |                  |        |
| TOTAL GENERAL FUND         |                                       |                |              |              |                  |        |
|                            | 0.00                                  | 294,579.00     | 280,313.38   | 99.44        | 14,166.18        | 95.2%  |
|                            | 294,579.00                            |                |              |              |                  |        |
| TOTAL EXPENSES             |                                       |                |              |              |                  |        |
|                            | 0.00                                  | 294,579.00     | 280,313.38   | 99.44        | 14,166.18        |        |
|                            | 294,579.00                            |                |              |              |                  |        |
| GRAND TOTAL                |                                       |                |              |              |                  |        |
|                            | 0.00                                  | 294,579.00     | 280,313.38   | 99.44        | 14,166.18        | 95.2%  |
|                            | 294,579.00                            |                |              |              |                  |        |

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

# Town of Waterford, CT

## YEAR-TO-DATE BUDGET REPORT

| FOR 2025 13                           |                 |                               |                |              |              |                         |
|---------------------------------------|-----------------|-------------------------------|----------------|--------------|--------------|-------------------------|
|                                       | ORIGINAL APPROP | TRANS/ADJUSTS                 | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET % USED |
| <b>101 GENERAL FUND</b>               |                 |                               |                |              |              |                         |
| <b>10119 YOUTH SERVICE BUREAU</b>     |                 |                               |                |              |              |                         |
| <b>44480 SDE STATE GRANT</b>          |                 |                               |                |              |              |                         |
| 10119 44480                           | -14,000.00      | SDE STATE GRANT 0.00          | -14,000.00     | -14,103.00   | 0.00         | 103.00 100.7%           |
| <b>48719 YSB BOE CLERICAL STIPEND</b> |                 |                               |                |              |              |                         |
| 10119 48719                           | -5,000.00       | YSB BOE CLERICAL STIPEND 0.00 | -5,000.00      | -5,000.00    | 0.00         | 0.00 100.0%             |
| TOTAL YOUTH SERVICE BUREAU            | -19,000.00      | 0.00                          | -19,000.00     | -19,103.00   | 0.00         | 103.00 100.5%           |
| TOTAL GENERAL FUND                    | -19,000.00      | 0.00                          | -19,000.00     | -19,103.00   | 0.00         | 103.00 100.5%           |
| TOTAL REVENUES                        | 0.00            | 0.00                          | -19,000.00     | -19,103.00   | 0.00         | 103.00                  |
| GRAND TOTAL                           | -19,000.00      | 0.00                          | -19,000.00     | -19,103.00   | 0.00         | 103.00 100.5%           |

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



# TOWN OF WATERFORD

## TRANSFER REQUEST FORM

Out of Series Transfer Request

10135 (Seniors)  
DEPARTMENT

| Line No. | Org. Code | Object Code | Object Description | APPROVED<br>Budget<br>Amount | CURRENT<br>Available<br>Budget | ACCOUNT<br>INCREASE | ACCOUNT<br>DECREASE | REVISED<br>Available<br>Budget |
|----------|-----------|-------------|--------------------|------------------------------|--------------------------------|---------------------|---------------------|--------------------------------|
| 1        | 10135     | 51810       | Overtime           | 983.00                       | (197.29)                       | 500                 |                     | 303                            |
| 2        | 10135     | 53080       | Auto Maintenance   | 1,562.00                     | 1,427.83                       |                     | (500)               | 928                            |
| 3        | 10135     | 51920       | FICA               | 31,709.00                    | 217.05                         | 2,604               |                     | 2,821                          |
| 4        | 10135     | 54030       | Kitchen Equipment  | 3,806.00                     | 2,039.69                       |                     | (2,040)             | 0                              |
| 5        | 10135     | 54020       | Fitness Equipment  | 1,292.00                     | 1,292.00                       |                     | (564)               | 728                            |
|          |           |             |                    |                              |                                |                     |                     | 0                              |
| TOTAL    |           |             |                    |                              |                                | 3,104               | (3,104)             |                                |

### Explanation

The department has experienced unprecedented requests for service (at record levels which is reflected in our data collection). 1. Seniors are surrendering their licenses thus causing the ridership on our vans to climb - especially with providing transportation to medical appointments precipitating the need for more driver hours. 2. An increase in Meals on Wheels participation for homebound seniors precipitating the need for more MOW drivers. 3. A dramatic increase in social services' cases, especially well-being checks. This has led to the need for staff to do home visits and assist seniors with enrolling in programs. 4. we have also experienced a sharp increase in seniors requesting resources to assist with tax relief and Veterans' programs.

Dani Gorman (email)  
Department Head

5/30/2025  
Date

Kim Allen  
Director of Finance

6/3/25  
Date

BOS Approved  
First Selectman

Date

Commission/Board Approval

Date

# Town of Waterford, CT

## YEAR-TO-DATE BUDGET REPORT



FOR 2025 13

| ORIGINAL APPROP                         | TRANS/ADJUSTS                   | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|-----------------------------------------|---------------------------------|----------------|--------------|--------------|------------------|--------|
| <b>101 GENERAL FUND</b>                 |                                 |                |              |              |                  |        |
| <b>10135 SENIOR CITIZEN COMMISSION</b>  |                                 |                |              |              |                  |        |
| <b>51110 ADMINISTRATION</b>             |                                 |                |              |              |                  |        |
| 10135 51110                             | ADMINISTRATION 0.00             | 161,515.00     | 148,513.65   | 0.00         | 13,001.35        | 92.0%  |
| <b>51210 CLERICAL AND TECHNICAL</b>     |                                 |                |              |              |                  |        |
| 10135 51210                             | CLERICAL AND TECHNICAL -900.00  | 215,599.00     | 237,285.83   | 0.00         | -21,686.83       | 110.1% |
| <b>51635 SENIOR PROGRAM INSTRUCTORS</b> |                                 |                |              |              |                  |        |
| 10135 51635                             | SENIOR PROGRAM INSTRUCTORS 0.00 | 35,495.00      | 34,162.15    | 0.00         | 1,332.85         | 96.2%  |
| <b>51810 OVERTIME</b>                   |                                 |                |              |              |                  |        |
| 10135 51810                             | OVERTIME 900.00                 | 1,883.00       | 2,080.29     | 0.00         | -197.29          | 110.5% |
| <b>51920 F.I.C.A.</b>                   |                                 |                |              |              |                  |        |
| 10135 51920                             | F.I.C.A. 0.00                   | 31,709.00      | 31,926.05    | 0.00         | -217.05          | 100.7% |
| <b>52020 POSTAGE</b>                    |                                 |                |              |              |                  |        |
| 10135 52020                             | POSTAGE 0.00                    | 1,000.00       | 306.01       | 0.00         | 693.99           | 30.6%  |
| <b>52030 PROFESSIONAL FEES</b>          |                                 |                |              |              |                  |        |
| 10135 52030                             | PROFESSIONAL FEES 0.00          | 6,360.00       | 5,340.00     | 0.00         | 1,020.00         | 84.0%  |

# Town of Waterford, CT



## YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

| ORIGINAL APPROP                       | TRANS/ADJSTMTS                   | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---------------------------------------|----------------------------------|----------------|--------------|--------------|------------------|--------|
| <b>52039 ADA SERVICES</b>             |                                  |                |              |              |                  |        |
| 10135 52039                           | ADA SERVICES 0.00                | 450.00         | 0.00         | 0.00         | 450.00           | .0%    |
| <b>52040 SERVICE CONT AND REPAIRS</b> |                                  |                |              |              |                  |        |
| 10135 52040                           | SERVICE CONT. AND REPAIRS 900.00 | 3,136.00       | 3,669.01     | 538.15       | -1,071.16        | 134.2% |
| <b>52050 DUES CONFER</b>              |                                  |                |              |              |                  |        |
| 10135 52050                           | DUES, CONFERENCES & EDUCAT 0.00  | 280.00         | 210.00       | 0.00         | 70.00            | 75.0%  |
| <b>52130 PHYSICAL EXAMINATIONS</b>    |                                  |                |              |              |                  |        |
| 10135 52130                           | PHYSICAL EXAMINATIONS -450.00    | 738.00         | 840.95       | 0.00         | -102.95          | 113.9% |
| <b>52380 PROGRAMS</b>                 |                                  |                |              |              |                  |        |
| 10135 52380                           | PROGRAMS -450.00                 | 1,192.00       | 1,128.80     | 0.00         | 63.20            | 94.7%  |
| <b>53010 OFFICE SUPPLIES</b>          |                                  |                |              |              |                  |        |
| 10135 53010                           | OFFICE SUPPLIES 0.00             | 44.00          | 0.00         | 0.00         | 44.00            | .0%    |
| <b>53020 OTHER SUPPLIES</b>           |                                  |                |              |              |                  |        |
| 10135 53020                           | OTHER SUPPLIES 0.00              | 1,925.00       | 1,215.28     | 0.00         | 709.72           | 63.1%  |
| <b>53070 AUTO REPAIRS</b>             |                                  |                |              |              |                  |        |
| 10135 53070                           | AUTO REPAIRS 0.00                | 1,562.00       | 1,175.80     | 0.00         | 386.20           | 75.3%  |

# Town of Waterford, CT

## YEAR-TO-DATE BUDGET REPORT



| FOR 2025 F3                            |                                |                |              |              |                  |        |
|----------------------------------------|--------------------------------|----------------|--------------|--------------|------------------|--------|
| ORIGINAL APPROP                        | TRANS/ADJSTMS                  | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
| <b>53000 AUTOMOTIVE MAINTENANCE</b>    |                                |                |              |              |                  |        |
| 10135 53080                            | AUTOMOTIVE MAINTENANCE<br>0.00 | 1,562.00       | 134.17       | 0.00         | 1,427.83         | 8.6%   |
| <b>53090 FUELS AND LUBRICANTS</b>      |                                |                |              |              |                  |        |
| 10135 53090                            | FUELS AND LUBRICANTS<br>0.00   | 10,388.00      | 8,088.97     | 0.00         | 2,299.03         | 77.9%  |
| <b>54020 EQUIPMENT</b>                 |                                |                |              |              |                  |        |
| 10135 54020                            | FITNESS EQUIPMENT<br>0.00      | 1,292.00       | 0.00         | 0.00         | 1,292.00         | .0%    |
| <b>54030 KITCHEN EQUIPMENT</b>         |                                |                |              |              |                  |        |
| 10135 54030                            | KITCHEN EQUIPMENT<br>0.00      | 3,806.00       | 1,766.31     | 0.00         | 2,039.69         | 46.4%  |
| <b>54050 AUTOMOTIVE EQUIPMENT</b>      |                                |                |              |              |                  |        |
| 10135 54050                            | AUTOMOTIVE EQUIPMENT<br>0.00   | 1,312.00       | 1,020.60     | 0.00         | 291.40           | 77.8%  |
| <b>TOTAL SENIOR CITIZEN COMMISSION</b> |                                |                |              |              |                  |        |
| 481,248.00                             | 0.00                           | 481,248.00     | 478,863.87   | 538.15       | 1,845.98         | 99.6%  |
| <b>TOTAL GENERAL FUND</b>              |                                |                |              |              |                  |        |
| 481,248.00                             | 0.00                           | 481,248.00     | 478,863.87   | 538.15       | 1,845.98         | 99.6%  |
| <b>TOTAL EXPENSES</b>                  |                                |                |              |              |                  |        |
| 481,248.00                             | 0.00                           | 481,248.00     | 478,863.87   | 538.15       | 1,845.98         |        |
| <b>GRAND TOTAL</b>                     |                                |                |              |              |                  |        |
| 481,248.00                             | 0.00                           | 481,248.00     | 478,863.87   | 538.15       | 1,845.98         | 99.6%  |

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

# TOWN OF WATERFORD

## TRANSFER REQUEST FORM

Out of Series Transfer Request

**Parks and Recreation**  
**DEPARTMENT**

| Line No. | Org. Code | Object Code | Object Description            | APPROVED<br>Budget<br>Amount | CURRENT<br>Available<br>Budget | ACCOUNT  | ACCOUNT  | REVISED<br>Available<br>Budget |
|----------|-----------|-------------|-------------------------------|------------------------------|--------------------------------|----------|----------|--------------------------------|
|          |           |             |                               |                              |                                | INCREASE | DECREASE |                                |
| 1        | 10137     | 51110       | Administrative                | 189,263.00                   | 39,916.42                      |          | (13,000) | 26,916.42                      |
| 2        | 10137     | 52040       | Service Contracts and Repairs | 5,176.00                     | 344.06                         | 2,000    |          | 2,344                          |
| 4        | 10137     | 52420       | Maintenance of Property       | 100,957.00                   | (3.27)                         | 8,000    |          | 7,997                          |
| 6        | 10137     | 53080       | Maintenance of Vehicles       | 24,500.00                    | 14.58                          | 3,000    |          | 3,015                          |
|          |           |             |                               |                              |                                |          |          |                                |
| TOTAL    |           |             |                               |                              |                                | 13,000   | (13,000) |                                |

### Explanation

**Balancing of operational expenses:**

Funding can be taken from 10137-51110 (Administrative) due to Assistant Director position delay in hire.

Additional funds needed in Service Contracts and Repairs 10137-52040 for onboarding background checks, - deficit due to Infoshred destruction of papers and Hartford Healthcare and L&M hearing tests.

Additional funds needed in Maintenance of Properties 10137-52420 for supplies and materials to finish seasonal operations - deficit due to unexpected costs associated with Arnie Holmes Jr. Park

Additional funds needed for Maintenance of Vehicles 10137-53080 to finish our season - deficit due to a replacement engine for P54.

Emailed  
Department Head

5/28/2025  
Date

**Kim Allen**  
Director of Finance

**Date** 5/28/2025

BOS  
First Selectman

Date 6/3/25

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**Commission/Board Approval**

Date \_\_\_\_\_

# Town of Waterford, CT

## YEAR-TO-DATE BUDGET REPORT



| FOR 2025 13                         |                 |                             |                |              |              |                  |        |  |  |
|-------------------------------------|-----------------|-----------------------------|----------------|--------------|--------------|------------------|--------|--|--|
|                                     | ORIGINAL APPROP | TRANS/ADJST'S               | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |  |  |
| <b>101 GENERAL FUND</b>             |                 |                             |                |              |              |                  |        |  |  |
| <b>10137 RECREATION AND PARKS</b>   |                 |                             |                |              |              |                  |        |  |  |
| <b>51110 ADMINISTRATION</b>         |                 |                             |                |              |              |                  |        |  |  |
| 10137 51110                         | 189,263.00      | ADMINISTRATION 0.00         | 189,263.00     | 152,347.58   | 0.00         | 36,915.42        | 80.5%  |  |  |
| <b>51210 CLERICAL AND TECHNICAL</b> |                 |                             |                |              |              |                  |        |  |  |
| 10137 51210                         | 90,881.00       | CLERICAL AND TECHNICAL 0.00 | 90,881.00      | 82,486.28    | 0.00         | 8,394.72         | 90.8%  |  |  |
| <b>51220 CUSTODIAL</b>              |                 |                             |                |              |              |                  |        |  |  |
| 10137 51220                         | 19,960.00       | CUSTODIAL 0.00              | 19,960.00      | 0.00         | 0.00         | 19,960.00        | .0%    |  |  |
| <b>51610 PARKS MAINTENANCE</b>      |                 |                             |                |              |              |                  |        |  |  |
| 10137 51610                         | 476,284.00      | PARKS MAINTENANCE 4,330.00  | 480,614.00     | 424,302.81   | 0.00         | 56,311.19        | 88.3%  |  |  |
| <b>51620 RECREATION PROGRAMS</b>    |                 |                             |                |              |              |                  |        |  |  |
| 10137 51620                         | 313,172.00      | RECREATION PROGRAMS 0.00    | 313,172.00     | 310,153.19   | 0.00         | 3,018.81         | 99.0%  |  |  |
| <b>51810 OVERTIME</b>               |                 |                             |                |              |              |                  |        |  |  |
| 10137 51810                         | 33,700.00       | OVERTIME 0.00               | 33,700.00      | 23,363.23    | 0.00         | 10,336.77        | 69.3%  |  |  |
| <b>51910 FRINGE BENEFITS</b>        |                 |                             |                |              |              |                  |        |  |  |
| 10137 51910                         | 4,325.00        | FRINGE BENEFITS 0.00        | 4,325.00       | 3,240.90     | 0.00         | 1,084.10         | 74.9%  |  |  |

# Town of Waterford, CT

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

| ORIGINAL APPROP                            | TRANS/ADJUSTS                 | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|--------------------------------------------|-------------------------------|----------------|--------------|--------------|------------------|--------|
| <b>51920 F.I.C.A.</b>                      |                               |                |              |              |                  |        |
| 10137 51920                                | F.I.C.A.                      | 0.00           | 86,260.00    | 72,675.47    | 0.00             | 84.3%  |
| <b>52010 ADVERTISING</b>                   |                               |                |              |              |                  |        |
| 10137 52010                                | ADVERTISING                   | -600.00        | 760.00       | 352.24       | 0.00             | 46.3%  |
| <b>52020 POSTAGE</b>                       |                               |                |              |              |                  |        |
| 10137 52020                                | POSTAGE                       | -300.00        | 6,400.00     | 5,232.64     | 0.00             | 81.8%  |
| <b>52040 SERVICE CONT. AND REPAIRS</b>     |                               |                |              |              |                  |        |
| 10137 52040                                | SERVICE CONT. AND REPAIRS     | 2,200.00       | 5,176.00     | 4,785.52     | 46.42            | 93.4%  |
| <b>52050 DUES CONFER</b>                   |                               |                |              |              |                  |        |
| 10137 52050                                | DUES, CONFERENCES & EDUCATION | -900.00        | 2,130.00     | 1,795.00     | 0.00             | 84.3%  |
| <b>52070 REIMBURSABLE EXPENSES</b>         |                               |                |              |              |                  |        |
| 10137 52070                                | REIMBURSABLE EXPENSES         | 0.00           | 650.00       | 0.00         | 0.00             | .0%    |
| <b>52080 TELEPHONE</b>                     |                               |                |              |              |                  |        |
| 10137 52080                                | TELEPHONE                     | -400.00        | 2,340.00     | 1,831.77     | 65.31            | 81.1%  |
| <b>52206 XFER TO COMMUNITY EVENTS FUND</b> |                               |                |              |              |                  |        |
| 10137 52206                                | XFER TO COMMUNITY EVENTS FUND | 0.00           | 4,750.00     | 4,750.00     | 0.00             | 100.0% |

# Town of Waterford, CT



## YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

|                                      | ORIGINAL APPROP         | TRANS/ADJUSTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|--------------------------------------|-------------------------|---------------|----------------|--------------|--------------|------------------|--------|
| <b>52380 PROGRAMS</b>                |                         |               |                |              |              |                  |        |
| 10137 52380                          | PROGRAMS                | 0.00          | 14,564.00      | 9,521.59     | 412.00       | 4,630.41         | 68.2%  |
| <b>52390 CO-SPONSORED PROGRAMS</b>   |                         |               |                |              |              |                  |        |
| 10137 52390                          | CO-SPONSORED PROGRAMS   | 0.00          | 41,549.00      | 35,882.00    | 0.00         | 5,667.00         | 86.4%  |
| <b>52420 MAINTENANCE OF PROPERTY</b> |                         |               |                |              |              |                  |        |
| 10137 52420                          | MAINTENANCE OF PROPERTY | -141.00       | 100,957.00     | 100,465.13   | 495.14       | -3.27            | 100.0% |
| <b>53010 OFFICE SUPPLIES</b>         |                         |               |                |              |              |                  |        |
| 10137 53010                          | OFFICE SUPPLIES         | 0.00          | 1,363.00       | 1,349.52     | 0.00         | 13.48            | 99.0%  |
| <b>53020 OTHER SUPPLIES</b>          |                         |               |                |              |              |                  |        |
| 10137 53020                          | OTHER SUPPLIES          | 0.00          | 36,703.00      | 35,625.78    | 677.90       | 399.32           | 98.9%  |
| <b>53080 AUTOMOTIVE MAINTENANCE</b>  |                         |               |                |              |              |                  |        |
| 10137 53080                          | MAINTENANCE VEHICLES    | 0.00          | 24,500.00      | 24,485.42    | 0.00         | 14.58            | 99.9%  |
| <b>53090 FUELS AND LUBRICANTS</b>    |                         |               |                |              |              |                  |        |
| 10137 53090                          | FUELS AND LUBRICANTS    | 0.00          | 21,772.00      | 16,632.40    | 0.00         | 5,139.60         | 76.4%  |
| <b>54020 EQUIPMENT</b>               |                         |               |                |              |              |                  |        |
| 10137 54020                          | EQUIPMENT               | 141.00        | 7,621.00       | 7,558.55     | 0.00         | 62.45            | 99.2%  |



# Town of Waterford, CT



## YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

| ORIGINAL APPROP                            | TRANS/ADJUSTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|--------------------------------------------|---------------|----------------|--------------|--------------|------------------|--------|
| TOTAL RECREATION AND PARKS<br>1,485,080.00 | 4,330.00      | 1,489,410.00   | 1,318,837.02 | 1,696.77     | 168,876.21       | 88.7%  |
| TOTAL GENERAL FUND<br>1,485,080.00         | 4,330.00      | 1,489,410.00   | 1,318,837.02 | 1,696.77     | 168,876.21       | 88.7%  |
| TOTAL EXPENSES<br>1,485,080.00             | 4,330.00      | 1,489,410.00   | 1,318,837.02 | 1,696.77     | 168,876.21       |        |
| GRAND TOTAL<br>1,485,080.00                | 4,330.00      | 1,489,410.00   | 1,318,837.02 | 1,696.77     | 168,876.21       | 88.7%  |

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

# TOWN OF WATERFORD TRANSFER REQUEST FORM

### Out of Series Transfer Request

**FINANCE**  
**DEPARTMENT**

| Line No. | Org. Code | Object Code | Object Description       | APPROVED<br>Budget<br>Amount | CURRENT<br>Available<br>Budget | ACCOUNT<br>INCREASE | ACCOUNT<br>DECREASE | REVISED<br>Available<br>Budget |
|----------|-----------|-------------|--------------------------|------------------------------|--------------------------------|---------------------|---------------------|--------------------------------|
| 1        | 10107     | 52050       | DUES, CONFERENCES & EDUC | 5,897.00                     | 1,025.00                       | 500                 |                     | 1,525                          |
| 2        | 10107     | 53010       | OFFICE SUPPLIES          | 25,000.00                    | (998.00)                       | 1,500               |                     | 502                            |
| 3        | 10107     | 52040       | SERVICE CONTRACTS        | 35,036.00                    | 3,343.67                       |                     | (2,000)             | 1,344                          |
|          |           |             |                          |                              |                                |                     |                     |                                |
| TOTAL    |           |             |                          |                              |                                | 2,000               | (2,000)             |                                |

### Explanation

1 - additional funds needed to cover educational costs per union contract

2 - the cost of office supplies have increased over the cost of the year, causing a deficit.

3 - funds are available because changes were made to the town-wide printer contract

**Kim Allen**  
**Department Head**

5/28/2025

Date \_\_\_\_\_

**Kim Allen**  
**Director of Finance**

5/25/2025

Date \_\_\_\_\_

**First Selectman**

Date \_\_\_\_\_

**Commission/Board Approval**

Date \_\_\_\_\_

# Town of Waterford, CT

## YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

ORIGINAL APPROP TRANS/ADJSTMS REVISED BUDGET YTD EXPENDED ENCUMBRANCES AVAILABLE BUDGET % USED

### 101 GENERAL FUND

#### 10107 FINANCE

##### 51010 ELECTED OFFICIALS

|             |           |                   |      |           |           |      |          |       |
|-------------|-----------|-------------------|------|-----------|-----------|------|----------|-------|
| 10107 51010 | 29,987.00 | ELECTED OFFICIALS | 0.00 | 29,987.00 | 27,487.57 | 0.00 | 2,499.43 | 91.7% |
|-------------|-----------|-------------------|------|-----------|-----------|------|----------|-------|

##### 51110 ADMINISTRATION

|             |            |                |      |            |            |      |           |       |
|-------------|------------|----------------|------|------------|------------|------|-----------|-------|
| 10107 51110 | 379,292.00 | ADMINISTRATION | 0.00 | 379,292.00 | 333,111.76 | 0.00 | 46,180.24 | 87.8% |
|-------------|------------|----------------|------|------------|------------|------|-----------|-------|

##### 51210 CLERICAL AND TECHNICAL

|             |            |                        |      |            |            |      |           |       |
|-------------|------------|------------------------|------|------------|------------|------|-----------|-------|
| 10107 51210 | 153,942.00 | CLERICAL AND TECHNICAL | 0.00 | 153,942.00 | 138,469.98 | 0.00 | 15,472.02 | 89.9% |
|-------------|------------|------------------------|------|------------|------------|------|-----------|-------|

##### 51810 OVERTIME

|             |          |          |      |          |       |      |          |      |
|-------------|----------|----------|------|----------|-------|------|----------|------|
| 10107 51810 | 2,650.00 | OVERTIME | 0.00 | 2,650.00 | 71.62 | 0.00 | 2,578.38 | 2.7% |
|-------------|----------|----------|------|----------|-------|------|----------|------|

##### 51910 FRINGE BENEFITS

|             |          |                 |      |          |      |      |          |     |
|-------------|----------|-----------------|------|----------|------|------|----------|-----|
| 10107 51910 | 2,565.00 | FRINGE BENEFITS | 0.00 | 2,565.00 | 0.00 | 0.00 | 2,565.00 | .0% |
|-------------|----------|-----------------|------|----------|------|------|----------|-----|

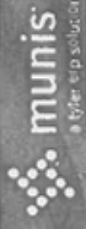
##### 51920 F.I.C.A.

|             |           |          |      |           |           |      |          |       |
|-------------|-----------|----------|------|-----------|-----------|------|----------|-------|
| 10107 51920 | 43,485.00 | F.I.C.A. | 0.00 | 43,485.00 | 35,067.26 | 0.00 | 8,417.74 | 80.6% |
|-------------|-----------|----------|------|-----------|-----------|------|----------|-------|

##### 52010 ADVERTISING

|             |        |             |      |        |      |      |        |     |
|-------------|--------|-------------|------|--------|------|------|--------|-----|
| 10107 52010 | 200.00 | ADVERTISING | 0.00 | 200.00 | 0.00 | 0.00 | 200.00 | .0% |
|-------------|--------|-------------|------|--------|------|------|--------|-----|

# Town of Waterford, CT



## YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

| ORIGINAL APPROP                        | TRANS/ADJUSTS                           | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|----------------------------------------|-----------------------------------------|----------------|--------------|--------------|------------------|--------|
| <b>52020 POSTAGE</b>                   |                                         |                |              |              |                  |        |
| 10107 52020                            | POSTAGE 0.00                            | 4,080.00       | 3,590.80     | 0.00         | 489.20           | 88.0%  |
| <b>52030 PROFESSIONAL FEES</b>         |                                         |                |              |              |                  |        |
| 10107 52030                            | PROFESSIONAL FEES 8,000.00              | 63,400.00      | 52,865.37    | 10,534.63    | 0.00             | 100.0% |
| <b>52040 SERVICE CONT. AND REPAIRS</b> |                                         |                |              |              |                  |        |
| 10107 52040                            | SERVICE CONT. AND REPAIRS -5,000.00     | 35,036.00      | 27,486.75    | 4,205.58     | 3,343.67         | 90.5%  |
| <b>52050 DUES CONFER</b>               |                                         |                |              |              |                  |        |
| 10107 52050                            | DUES, CONFERENCES & EDUCATION -7,800.00 | 5,897.00       | 4,871.99     | 0.00         | 1,025.01         | 82.6%  |
| <b>52070 REIMBURSABLE EXPENSES</b>     |                                         |                |              |              |                  |        |
| 10107 52070                            | REIMBURSABLE EXPENSES 0.00              | 100.00         | 84.69        | 0.00         | 15.31            | 84.7%  |
| <b>52080 TELEPHONE</b>                 |                                         |                |              |              |                  |        |
| 10107 52080                            | TELEPHONE 4,800.00                      | 22,222.00      | 18,088.11    | 4,012.26     | 121.63           | 99.5%  |
| <b>53010 OFFICE SUPPLIES</b>           |                                         |                |              |              |                  |        |
| 10107 53010                            | OFFICE SUPPLIES 0.00                    | 25,000.00      | 25,920.19    | 77.35        | -997.54          | 104.0% |
| <b>TOTAL FINANCE</b>                   |                                         |                |              |              |                  |        |
|                                        | 767,856.00                              | 0.00           | 667,116.09   | 18,829.82    | 81,910.09        | 89.3%  |

# Town of Waterford, CT



## YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

| ORIGINAL APPROP    | TRANS/ADJSTMS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|--------------------|---------------|----------------|--------------|--------------|------------------|--------|
| TOTAL GENERAL FUND | 0.00          | 767,856.00     | 667,116.09   | 18,829.82    | 81,910.09        | 89.3%  |
| 767,856.00         |               |                |              |              |                  |        |
| TOTAL EXPENSES     | 0.00          | 767,856.00     | 667,116.09   | 18,829.82    | 81,910.09        |        |
| 767,856.00         |               |                |              |              |                  |        |
| GRAND TOTAL        | 0.00          | 767,856.00     | 667,116.09   | 18,829.82    | 81,910.09        | 89.3%  |
| 767,856.00         |               |                |              |              |                  |        |

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

FIFTEEN ROPE FERRY ROAD  
WATERFORD, CT 06385-2886



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

MINUTES  
REPRESENTATIVE TOWN MEETING  
Regular Meeting  
June 2, 2025

RECEIVED FOR RECORD  
WATERFORD, CT  
2025 JUN -4 1 A 10:05  
ATTEST: David L. Campo  
TOWN CLERK

RTM Moderator Paul Goldstein called the June 2, 2025 Regular Meeting of the Representative Town Meeting to order at 7:00 P.M.

#### ROLL CALL

PRESENT: Kyrar Augmon-Bossa (Speaker Phone), Michael Bono, Jennifer Bracciale, Mark Campo, Erica Casper (Speaker Phone), Mary Childs, Harry Colonis, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Timothy Fioravanti, Paul Goldstein, Kristen Gonzalez, Narciss Greene, Ryan Healy, Matthew Keatley (Speaker Phone), Lindsay Khan, Shawn Monahan, Ursula Moreshead, Kayla Mullen, Kathleen Mullen Kohl, Theodore Olynciw, Danielle Steward-Gelinas, David Sugrue

ABSENT: Christina Jessuck, Kate MacKenzie

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 Greg Attanasio, Board of Education Chair Pat Fedor

ALSO PRESENT: Town Clerk David L. Campo; Town Attorney Robert Avena; Town Attorney Nicholas Kepple; Director of Finance Kim Allen

#### AGENDA ITEM C – May 5, 2025 Minutes

MOTION by Steward-Gelinas, seconded by Moreshead, to approve the minutes with the following correction noted by Town Clerk Campo: The original budget presented under Police Commission should be corrected to \$7,250,097

VOTING IN FAVOR: Unanimous

RTM Representative Kyrar Augmon-Bossa joined via speaker phone.

#### CORRESPONDENCE

Three cover letters were received from Board of Finance Chair Glenn Patterson in regard to Item's 3, 4 & 5. Letter from First Selectman Robert Brule to Chair of the Oswegatchie Fire Station Building Committee requesting a detailed cost estimate for the new facility. A copy of the lease agreement between the Town of Waterford and the Oswegatchie Fire Company No. 4, Inc. A Board of Education Quarterly Report. Democratic recommendation to the Utility Commission. Copies of correspondence can be obtained from the Office of the Town Clerk.

#### PUBLIC COMMENT

Resident Dr. Victor Ferry, 13 Colonial Dr, Waterford, spoke in favor of a new Oswegatchie Fire House citing his experience as a past Building Committee Chair, Oswegatchie Fire Volunteer, and his FEMA

training background. He understands the need for accurate financials but believes the project should *move forward as soon as those become available.*

Resident Bryan Sayles, 54 Wintergreen Dr, Quaker Hill, spoke in regards to his opposition to a new Oswegatchie Fire House, the need for more complete public comment minutes, the need to replace the roof at Oswegatchie Fire House, the need for the Fire Services Review Report, among other concerns (See Attachments).

#### COMMITTEE REPORTS

Committee report received from Public Health, Recreation & Environment. (See Attachment)

MOTION by Steward-Gelinas, seconded by Moresehead to accept the committee report.

MOTION PASSED: Unanimous

#### APPOINTEE & LIAISON REPORTS

An Oswegatchie Fire Station appointee report from Ted Olynciw.

#### CALL ITEM 1 – Camp Dash Donation from Cactus Jack

PRESENTATION: Finance Director Kim Allen

MOTION by Steward-Gelinas, seconded by Dembek, to approve a request from Finance Director Kim Allen to deposit a check for **\$10,000** from the **Cactus Jack Foundation** to be used for **Town of Waterford's Camp Dash Program.**

MOTION PASSED: Unanimous

#### CALL ITEM 2 – 28 Industrial Drive Project

PRESENTATION: Planning Director Jonathan Mullen, AICP; Town Attorney Robert Avena

MOTION by Steward-Gelinas, seconded by Condon, to approve a recommendation from the Board of Finance for an additional appropriation of **\$85,000** from the **Undesignated fund balance #205-31520 of the Capital and Non-Recurring Expenditure Fund (CNR)** to the established project at 28 Industrial Drive, new account to be established.

MOTION PASSED: 19-1-0 (Gonzalez opposed)

#### CALL ITEM 3 – BOE Chromebooks and iPads

PRESENTATION: Superintendent of Schools Thomas Giard, Board of Education Finance Director Joseph Mancini

MOTION by Steward-Gelinas, seconded by Sugrue, to approve a recommendation from the Board of Finance for an appropriation of **\$197,000 to Line Item #20560-57884 (Chromebooks & iPad Equipment)** for the replacement of 400 Chromebooks, along with the purchase of iPads.

Friendly amendment offered by Driscoll and accepted to add Unassigned General Fund Balance to read as follows: MOTION by Steward-Gelinas, seconded by Sugrue, to approve a recommendation from the Board of Finance for an appropriation of **\$197,000 from the Unassigned General Fund Balance to Line Item #20560-57884 (Chromebooks & iPad Equipment)** for the replacement of 400 Chromebooks, along with the purchase of iPads.

MOTION PASSED: Unanimous

CALL ITEM 4: BOE Energy Efficiency

PRESENTATION: Superintendent of Schools Thomas Giard, Board of Education Finance Director Joseph Mancini

MOTION by Steward-Gelinas, seconded by Condon, to approve a recommendation from the Board of Finance for an appropriation of **\$243,335 to Line Item # 20560-57883 (Energy Efficiency)** for LED, new transformers and new VFDs across the District.

MOTION PASSED: Unanimous

RTM Member Narciss Greene arrived.

CALL ITEM 5 – Nevins Cottage

PRESENTATION: Planning Director Jonathan Mullen, AICP

MOTION by Steward-Gelinas, seconded by Condon, to approve a recommendation from the Board of Finance for an appropriation of **\$25,000 from Designated Line Item #20511-57767 (Nevins Cottage Structural Repairs)**.

MOTION PASSED: Unanimous

RTM Member Tim Fioravanti arrived.

CALL ITEM 6 – Utility Commission Update

PRESENTATION: Utility Commission Director Jill Stevens

Director Stevens updated the body and fielded questions in regard to operations. Copies of the Power Point available through the Office of the Town Clerk.

CALL ITEM 7 – Fire Services Review Special Committee Update

PRESENTATION: Fire Services Review Special Committee Chair Robert Tuneski, Director of Fire Services Chris Haley

Presentation followed by questions and answers. It was noted that the final study of the committee is awaiting final approval from the body and should be available in the coming weeks. Items discussed included the need for a complete report, staffing, number of firehouses needed, status of the volunteer system, how an Oswegatchie Fire Station would be incorporated within Waterford Fire Services, homeowner's insurance rates.

CALL ITEM 8 – Town of Waterford Oswegatchie Fire Station Bonding

MOTION by Steward-Gelinas, seconded by Driscoll, to pass over.

MOTION PASSED: Unanimous

CALL ITEM 9 – Salaries of Elected Officials

PRESENTATION: Finance, Wage and Personnel Chair Harry Colonis

Recommendation withdrawn because Town Counsel Attorney Nick Kepple has requested that we **table our recommendation to the RTM** for now. He has identified several concerns regarding the language of the resolution, which he believes should be addressed by the Standing Committee. Once those concerns are resolved, the revised resolution can be brought back to the full RTM at a future meeting.



CALL ITEM 10 – RTM Resolution

MOTION by Steward-Gelinas, seconded by Dembek to approve the attached resolution, postponed from the May 5, 2025 meeting, 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 Selectmen, Board of Finance and the Representative Town Meeting.

Brief discussion

MOTION by Gelinas, seconded by Condon, to refer the resolution to the Finance, Wage & Personnel Standing Committee for further review.

MOTION PASSED: Unanimous

CALL ITEM 11 – Utility Commission Appointment

MOTION by Steward-Gelinas, seconded by Dembek, to nominate Ryan Boyle, 10 Lark St, to the Utility Commission. (Term 04/01/2025 – 03/31/2029)

MOTION by Driscoll, seconded by Moreshead, to nominate Joshua Steele Kelly, 6 Marlin Dr, to the Utility Commission. (Term 04/01/2025 – 03/31/2029)

VOTING IN FAVOR OF BOYLE: Bono, Bracciale, M. Campo, Casper, Condon, Dembek, Fioravanti, Goldstein, Gonzalez, Healy, KeatleyMonahan, Olynciw, Steward-Gelinas, Sugrue

VOTING AGAINST: Augmon-Bossa, Childs, Driscoll, Greene, Khan, Moreshead, Mullen, Mullen Kohl

Abstained: Colonis

RYAN BOYLE appointed to the Utility Commission 15-8-1

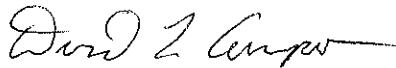
NEW BUSINESS:

Moderator Goldstein noted that the items being recommended for removal from the Public Health, Recreation and Environment Committee, per the submitted committee report, would be taken up at the next meeting of the RTM. (See attachment)

MOTION by Steward-Gelinas, seconded by Bracciale, to adjourn at 9:33 P.M.

MOTION PASSED: Unanimous

Respectfully Submitted,



David L. Campo, CCTC  
Waterford Town Clerk

# Fight for a qualified fire fighting force in Waterford

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Published: Jun 02, 2025 6:03 AM Updated: Jun 01, 2025 9:43 AM

Waterford residents should attend the June 2 Representative Town Meeting (RTM) to question why First Selectman Rob Brule is directing RTM members to vote about borrowing \$12 million for a new firehouse in Oswegatchie. It's a senseless request to pay back upwards of \$1 million or more every year while all five fire stations lack adequate firefighting staff.

Since shoring up the roof in 2011, taxes totaling \$2.99 million had accumulated between two capital project funds, Oswegatchie Building Renovations and Oswegatchie Building Improvement. In 2021, the entities were combined, yet Mr. Brule continued to leave the roof in disrepair. In early 2024, Mr. Brule directed transfers totaling \$432,000 from Waterford's surplus fund to pay for architects, consultants and plans for a new station while ignoring the long-overdue roof repair. Mr. Brule has submitted his \$12 million bond request prior to completing and publishing the Waterford Fire Services Review Special Committee report. The report will conclude what residents have known in the last seven years of Brule's leadership. Even his predecessor knew it when Mr. Brule served as his Second Selectman: hiring a qualified firefighting force is essential. The meeting starts at 7 p.m. at the Waterford Town Hall.

Brian Sayles

Quaker Hill

SHARE STORY

Bryan Sayles

page 1 of 3

RTM-6/2/25

RECEIVED FOR RECORD  
WATERFORD, CT  
2025 JUN -4 A 10:08  
ATTACHED  
TOWN CLERK

COMMENTS (5)  
Words: 177/200

Bryan Sayles  
Page 2 of 3  
RTM-6/2/25

Post Comment

BRYAN SAYLES  
6/2/2025 4:49 PM

The only disappointment is in the mismanagement of (pick anything) by First Selectman Brule. Just read the meeting attachment signed by Ted Olynciw. Readers, a.k.a., Waterford taxpayers, especially those from Quaker Hill need to pay attention to how the First Selectman's office has been screwing them by collecting taxes earmarked for specific projects, in this case, repairing the Oswegatchie firestation roof, then not spending that money for said purpose. Year after year. To a man on a horse, seeing those line items in writing you'd think you could trust that the repairs were done. Not so. Where is that 2.99 million dollars that was accrued since shoring up that roof in 2011? Surely, a good amount was collected from Quaker Hill's residents whose own firehouse staffing has been run into the ground under his administration. That sucking sound? It's our neighborhood taxes drawn for someone else's benefit. In this case, at the expense and safety of taxpayers and first responders. I'd highly recommend you start attending meetings and asking questions. There is good reason to attend tonight.

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Report Comment

Debra Gilpin  
6/2/2025 12:15 PM

Mr. Sheehan is correct. However Item 7 on the agenda is, "Fire Service Review Special Committee Presentation." This will cover more than just the replacement of the Owegatchie Fire Dept. building. Wayne Gilpin

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Report Comment

JOHN W BILL SHEEHAN  
6/2/2025 9:51 AM

Just so readers are not disappointed. The BOS did not forward the Bonding request to the Board of Finance so the BOF did not forward the request to the Representative Town Meeting. The reason for not forwarding the request was because there was no cost information in the backup material. Possibly, the numbers will be available in August or September.

0

Report Comment

Ken Scandariato  
6/2/2025 7:23 AM

If staffing is \*and it always is, the primary issue here, there must be a financial plan for an ongoing rotational system that manages that part of the public safety envelope which should be considered separate and apart from infrastructure investment. Mutual aid adds response time and is not an adequate first choice. Is there expansion/development on the horizon that requires upgraded facilities rather than spending on an aging infrastructure? In a growing community there always is that need. Primary considerations in Public Safety bonding/taxation must include Staffing, Facilities, Equipment, Administration, Communications, and Training as the foundation of a system. Financial planning for each part is essential.

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#### Report Comment

Debra Gilpin  
6/2/2025 6:51 AM

For some reason, my signature was truncated in my comment. Wayne Gilpin

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#### Report Comment

Debra Gilpin  
6/2/2025 6:49 AM

Mr. Sayles is correct that staffing is vital. However it is only one of the three legs on the stool. The other two are equipment and facilities. Please visit the Oswegatchie Fire Co. #4 Inc. FaceBook page. There is a letter and series of pictures that will show that the station is beyond repair. <https://www.facebook.com/oswegatchiefirecompany4> For those without FaceBook access, the pictures are available at: [https://www.canva.com/design/DAGophQir0g/Zhbjer-iJ6uc04RtYIMA6Q/view?utm\\_content](https://www.canva.com/design/DAGophQir0g/Zhbjer-iJ6uc04RtYIMA6Q/view?utm_content)

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#### Report Comment

FIFTEEN ROPE FERRY ROAD  
WATERFORD, CT 06385-2886



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

Bryan Ayres  
page 1 of 1  
RTM - 4/25

May 27, 2025

Dear Chairman Tuneski,

I understand that the project architect, SPA, is nearing completion of the final design drawings for the new Town Fire Station. With that in mind, I respectfully request that you ask the Oswegatchie Fire Station Building Committee to work with Downes, the Project Manager, to prepare a detailed cost estimate for the new facility based on SPA's completed plans.

Having a current and comprehensive estimate will ensure that the Oswegatchie Fire Station Building Committee, the Board of Selectmen (BOS), the Board of Finance (BOF), and the Representative Town Meeting (RTM) have the most accurate and transparent information available to guide their decision-making, particularly regarding potential bonding for the project. From what I understand, Downes' estimate should be ready in the second half of June.

In the interest of due diligence and fiscal responsibility, I intend to propose to the Board of Selectmen tonight that we table the bonding resolution until these updated figures are available. I will also encourage both the Board of Finance and the Representative Town Meeting to do the same. A decision of this financial scale requires careful consideration, and we owe it to the taxpayers of Waterford to proceed with the clearest possible understanding of the costs involved.

Please also extend, on behalf of the Board of Selectmen and the residents of Waterford, our sincere gratitude to the Oswegatchie Fire Station Building Committee. The dedication and professionalism demonstrated by the Committee through nearly fifty meetings over the past two and a half years is deeply appreciated.

With Thanks,

Robert Brule

Robert Brule, First Selectman

You think?!

When will the Fire Services Review report be made public? Will you allow a minimum of 60 days for taxpayers to study the report and talk with their RTM members before your decision?

RECEIVED FOR RECORD  
WATERFORD, CT  
2025 MAY 27, P 3:43  
ATTORNEY  
Bryan Ayres

*(Bryan Payles RTM 6/2/25)*

ASSIGNEE REPORT OF THE OSWEGATCHIE FIRE HOUSE BUILDING COMMITTEE

May 23, 2025 (REVISED)

This report is a summary of facts gathered during the past 2+ years the committee has been working on this project.

RECEIVED FOR RECORD  
WATERFORD CT

2025 MAY 21 AM 8:55

ATTES: 8-0-16-17-18-19-20-21-22-23-24-25-26-27-28-29-30-31-32-33-34-35-36-37-38-39-40-41-42-43-44-45-46-47-48-49-50-51-52-53-54-55-56-57-58-59-60-61-62-63-64-65-66-67-68-69-70-71-72-73-74-75-76-77-78-79-80-81-82-83-84-85-86-87-88-89-90-91-92-93-94-95-96-97-98-99-100-101-102-103-104-105-106-107-108-109-110-111-112-113-114-115-116-117-118-119-120-121-122-123-124-125-126-127-128-129-130-131-132-133-134-135-136-137-138-139-140-141-142-143-144-145-146-147-148-149-150-151-152-153-154-155-156-157-158-159-160-161-162-163-164-165-166-167-168-169-170-171-172-173-174-175-176-177-178-179-180-181-182-183-184-185-186-187-188-189-190-191-192-193-194-195-196-197-198-199-200-201-202-203-204-205-206-207-208-209-210-211-212-213-214-215-216-217-218-219-220-221-222-223-224-225-226-227-228-229-230-231-232-233-234-235-236-237-238-239-240-241-242-243-244-245-246-247-248-249-250-251-252-253-254-255-256-257-258-259-260-261-262-263-264-265-266-267-268-269-270-271-272-273-274-275-276-277-278-279-280-281-282-283-284-285-286-287-288-289-290-291-292-293-294-295-296-297-298-299-300-301-302-303-304-305-306-307-308-309-310-311-312-313-314-315-316-317-318-319-320-321-322-323-324-325-326-327-328-329-330-331-332-333-334-335-336-337-338-339-340-341-342-343-344-345-346-347-348-349-350-351-352-353-354-355-356-357-358-359-360-361-362-363-364-365-366-367-368-369-370-371-372-373-374-375-376-377-378-379-380-381-382-383-384-385-386-387-388-389-390-391-392-393-394-395-396-397-398-399-400-401-402-403-404-405-406-407-408-409-410-411-412-413-414-415-416-417-418-419-420-421-422-423-424-425-426-427-428-429-430-431-432-433-434-435-436-437-438-439-440-441-442-443-444-445-446-447-448-449-450-451-452-453-454-455-456-457-458-459-460-461-462-463-464-465-466-467-468-469-470-471-472-473-474-475-476-477-478-479-480-481-482-483-484-485-486-487-488-489-490-491-492-493-494-495-496-497-498-499-500-501-502-503-504-505-506-507-508-509-510-511-512-513-514-515-516-517-518-519-520-521-522-523-524-525-526-527-528-529-530-531-532-533-534-535-536-537-538-539-540-541-542-543-544-545-546-547-548-549-550-551-552-553-554-555-556-557-558-559-560-561-562-563-564-565-566-567-568-569-570-571-572-573-574-575-576-577-578-579-580-581-582-583-584-585-586-587-588-589-590-591-592-593-594-595-596-597-598-599-600-601-602-603-604-605-606-607-608-609-610-611-612-613-614-615-616-617-618-619-620-621-622-623-624-625-626-627-628-629-630-631-632-633-634-635-636-637-638-639-640-641-642-643-644-645-646-647-648-649-650-651-652-653-654-655-656-657-658-659-660-661-662-663-664-665-666-667-668-669-670-671-672-673-674-675-676-677-678-679-680-681-682-683-684-685-686-687-688-689-690-691-692-693-694-695-696-697-698-699-700-701-702-703-704-705-706-707-708-709-710-711-712-713-714-715-716-717-718-719-720-721-722-723-724-725-726-727-728-729-730-731-732-733-734-735-736-737-738-739-740-741-742-743-744-745-746-747-748-749-750-751-752-753-754-755-756-757-758-759-760-761-762-763-764-765-766-767-768-769-770-771-772-773-774-775-776-777-778-779-780-781-782-783-784-785-786-787-788-789-790-791-792-793-794-795-796-797-798-799-800-801-802-803-804-805-806-807-808-809-810-811-812-813-814-815-816-817-818-819-820-821-822-823-824-825-826-827-828-829-830-831-832-833-834-835-836-837-838-839-840-841-842-843-844-845-846-847-848-849-850-851-852-853-854-855-856-857-858-859-860-861-862-863-864-865-866-867-868-869-870-871-872-873-874-875-876-877-878-879-880-881-882-883-884-885-886-887-888-889-890-891-892-893-894-895-896-897-898-899-900-901-902-903-904-905-906-907-908-909-910-911-912-913-914-915-916-917-918-919-920-921-922-923-924-925-926-927-928-929-930-931-932-933-934-935-936-937-938-939-940-941-942-943-944-945-946-947-948-949-950-951-952-953-954-955-956-957-958-959-960-961-962-963-964-965-966-967-968-969-970-971-972-973-974-975-976-977-978-979-980-981-982-983-984-985-986-987-988-989-990-991-992-993-994-995-996-997-998-999-1000-1001-1002-1003-1004-1005-1006-1007-1008-1009-1010-1011-1012-1013-1014-1015-1016-1017-1018-1019-1020-1021-1022-1023-1024-1025-1026-1027-1028-1029-1030-1031-1032-1033-1034-1035-1036-1037-1038-1039-1040-1041-1042-1043-1044-1045-1046-1047-1048-1049-1050-1051-1052-1053-1054-1055-1056-1057-1058-1059-1060-1061-1062-1063-1064-1065-1066-1067-1068-1069-1070-1071-1072-1073-1074-1075-1076-1077-1078-1079-1080-1081-1082-1083-1084-1085-1086-1087-1088-1089-1090-1091-1092-1093-1094-1095-1096-1097-1098-1099-1100-1101-1102-1103-1104-1105-1106-1107-1108-1109-1110-1111-1112-1113-1114-1115-1116-1117-1118-1119-1120-1121-1122-1123-1124-1125-1126-1127-1128-1129-1130-1131-1132-1133-1134-1135-1136-1137-1138-1139-1140-1141-1142-1143-1144-1145-1146-1147-1148-1149-1150-1151-1152-1153-1154-1155-1156-1157-1158-1159-1160-1161-1162-1163-1164-1165-1166-1167-1168-1169-1170-1171-1172-1173-1174-1175-1176-1177-1178-1179-1180-1181-1182-1183-1184-1185-1186-1187-1188-1189-1190-1191-1192-1193-1194-1195-1196-1197-1198-1199-1200-1201-1202-1203-1204-1205-1206-1207-1208-1209-1210-1211-1212-1213-1214-1215-1216-1217-1218-1219-1220-1221-1222-1223-1224-1225-1226-1227-1228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Bryan Sayles  
RTM - 6/2/25

4. The Building Committee was formed on 2/6/23 with the specific instruction to "REPAIR OR REPLACE". This was understood to consider the cost of renovating the existing building versus building a new building. At a subsequent RTM meeting that was changed by majority vote that the new meaning was to "REPAIR AS NECESSARY THE EXISTING BUILDING UNTIL THE NEW BUILDING IS COMPLETED".
5. Jonathan Mullen, Planning Director, provided us with the attached Population Projections which shows that the population in Waterford will decrease between now and 2040. See attached.
6. The proposed design, approved by the Fire House Building committee, includes 3 drive through bays. The cost of this additional bay is approximately \$410,000.
- a. Only 2 drive through bays are needed based upon the present and future needs.
  - b. There are existing unused indoor parking spaces for 7 additional vehicles in the other 4 fire houses.
  - c. According to Director of Fire Services, Michael Howley, there are no plans for the next 10 years to add any additional vehicles.
  - d. The existing structure is 16,000 square feet in size versus the proposed new building which is 10,000 square feet in size.
  - e. The existing building adequately houses 4 pieces of apparatus, the same for the proposed fire.
7. The proposed plans have included the following luxury items:
- a. Heated floor slab with the garage bays.  
The cost is \$181,000 plus 15% general conditions, overhead and profit, and 5% for contingency for a total cost of \$ 217,000.  
There is already in the design a redundant gas fired forced air heating system which is adequate to heat the entire garage. This is the same system that is being used in our Municipal Garage. This is included in the budget.
  - b. Providing 3 bi-folding garage at the front of the building versus 3 typical rolling overhead doors. Cost for the bi-fold door is estimated to be \$ 108,000 versus rolling overhead doors estimated to be \$ 36,000. These figures include the 15% for general contractors overhead/ profit plus 5% for contingency. This is included in the budget.

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8. The existing poor soil conditions for the placement of the new building foundation requires an additional \$300,000 including General Contractors 15% fee for overhead/profit plus 5% contingency. The entire footprint of the building has to be excavated to a dept of 6' and the material removed from the site. Additionally, 4' of structural fill has to be installed in the excavation before the foundation can be backfilled. I do not believe that this cost is not included in the budget.
9. The existing traffic light may have to be relocated due to the new location of the building at an additional cost of \$ 600,000. The Chief of Police will make a decision to keep the existing light or install a new one after he reviews the line of site along the Boston Post Road. This cost is \$600,000 including the General Contractor's fee of 15% and 5% contingency. This potential cost is not included in the budget.

Personal note to the BOF. I urge you to review these facts before you cast your vote on the motion to approve funding / bonding for this project based on a budget number versus actual cost.

Ted Olynciw  
Ted Olynciw, RTM Representative, 2<sup>nd</sup> District and RTM Appointed Member  
To the Oswegatchie Building Committee

62 Twin Lakes Drive, Waterford, CT. 06385

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PUBLIC HEALTH, RECREATION AND ENVIRONMENT STANDING COMMITTEE OF  
THE RTM COMMITTEE REPORT

Review of Feral Cat Management, RTC 12/05/2022

Review of Creation of a Special Revenue Fund, RTC 04/07/2025

### Background

At the RTM Regular Meeting on December 5, 2023 following public comment and discussion The RTM voted unanimously to refer the "Review of Feral Cat Management" and on April 7, 2025 they voted to refer "Review of Creation of a Special Revenue Fund" to the Public Health Recreation & Environment Standing Committee of the RTM

### Summary

This committee met January 30, 2023, July 12, 2023 April 16, 2025 in regard to **"Review of Feral Cat Management"**. The committee heard from a member of the public at the January 30 2023 meeting regarding their concern for the feeding of feral cats. The committee reviewed current state legislation regarding feral cat management and submitted questions for review to the Chief of Police and the Animal Control Officer at subsequent meetings.

The Committee met April 16, 2025 in regard to **"Review of Creation of a Special Revenue Fund"** with Assistant Director of Recreation and Parks Timothy Cieplik and heard from members of the public who represented the town's co-sponsored Little League program. The committee found that there is a significant need for additional support for our towns co-sponsored recreation programs.

### Recommendations

At the April 16, 2025 meeting the committee unanimously recommended the following issues out of committee with no action taken.

### **Review of Feral Cat Management, RTC 12/05/2022**

The committee felt that the issue of **"feral cat management"** was not widespread or rose to the level that would require action through ordinance. The committee also notes that there haven't been significant complaints of feral cat issues heard by the committee

since the item was referred.

***Review of Creation of a Special Revenue Fund, RTC 04/07/2025***

The committee also recommends to report the item “**Review of Creation of a Special Revenue Fund**” out of committee after with a recommendation the RTM recommends to report to the full RTM that they direct the finance Director, in conjunction with the board of Finance, to review the issue, and move forward with establishing a special revenue account to address Hoelck Park field rental and maintenance.

***Attachments***

Minutes and supporting documents available online and/or by request.

Respectfully submitted,  
Michael Bono  
Committee Chair

|                          |
|--------------------------|
| <b>OPIOID SETTLEMENT</b> |
|--------------------------|

Fund        General  
 Account #   101-21011  
 Description OPIOID SETTLEMENT FUNDS  
 As of        April 30, 2025

|           | BALANCE<br>PER<br>TRIAL BALANCE | BALANCE<br>PER<br>DETAIL | VARIANCE |
|-----------|---------------------------------|--------------------------|----------|
| 4/30/2025 | (\$134,864.67)                  | (\$134,864.67)           | \$0.00   |

| DEPOSIT<br>DATE   | DEPOSIT<br>AMOUNT  | AMOUNT<br>EXPENDED   | BALANCE             |
|-------------------|--------------------|----------------------|---------------------|
| BEGINNING BALANCE |                    |                      | \$132,628.44        |
| JULY              | \$0.00             | (\$3,843.51)         | \$128,784.93        |
| AUGUST            | \$28,432.17        | (\$11,449.15)        | \$145,767.95        |
| SEPTEMBER         | \$18,538.04        | (\$3,577.43)         | \$160,728.56        |
| OCTOBER           | \$0.00             | (\$3,989.10)         | \$156,739.46        |
| NOVEMBER          | \$0.00             | (\$2,922.45)         | \$153,817.01        |
| DECEMBER          | \$0.00             | (\$6,170.72)         | \$147,646.29        |
| JANUARY           | \$0.00             | (\$2,878.39)         | \$144,767.90        |
| FEBRUARY          | \$0.00             | (\$3,834.45)         | \$140,933.45        |
| MARCH             | \$0.00             | (\$5,925.71)         | \$135,007.74        |
| APRIL             | \$3,873.07         | (\$4,016.14)         | \$134,864.67        |
| MAY               |                    |                      | \$134,864.67        |
| JUNE              |                    |                      | \$134,864.67        |
|                   | <b>\$50,843.28</b> | <b>(\$48,607.05)</b> | <b>\$134,864.67</b> |

NIPS FUNDS

Fund
General
Account #
101-21010
Description
REVENUE FROM SALE OF NIPS
As of
April 30, 2025

|           | BALANCE<br>PER | BALANCE<br>PER |          |
|-----------|----------------|----------------|----------|
|           | TRIAL BALANCE  | DETAIL         | VARIANCE |
| 4/30/2025 | (\$60,549.32)  | (\$60,549.32)  | \$0.00   |

| DEPOSIT<br>DATE   | DEPOSIT<br>AMOUNT | AMOUNT<br>EXPENDED | BALANCE     |
|-------------------|-------------------|--------------------|-------------|
| BEGINNING BALANCE |                   |                    | \$81,922.16 |
| JULY              | \$0.00            | \$0.00             | \$81,922.16 |
| AUGUST            | \$0.00            | \$0.00             | \$81,922.16 |
| SEPTEMBER         | \$0.00            | (\$27,380.00)      | \$54,542.16 |
| OCTOBER           | \$18,192.40       | \$0.00             | \$72,734.56 |
| NOVEMBER          | \$6.00            | \$0.00             | \$72,740.56 |
| DECEMBER          | \$0.00            | (\$12,191.24)      | \$60,549.32 |
| JANUARY           | \$0.00            | \$0.00             | \$60,549.32 |
| FEBRUARY          | \$0.00            | \$0.00             | \$60,549.32 |
| MARCH             | \$0.00            | \$0.00             | \$60,549.32 |
| APRIL             | \$0.00            | \$0.00             | \$60,549.32 |
| MAY               |                   |                    | \$60,549.32 |
| JUNE              |                   |                    | \$60,549.32 |
|                   | \$18,198.40       | (\$39,571.24)      | \$60,549.32 |

# **DONATIONS (WATERFORD CARES/COMMUNITY EVENTS)**

## **FIRST SELECTMAN**

REVENUE 20600-48007

EXPENDITURE 20601-53326

TOTAL BALANCE 7,831.23

As of: 4/30/2025

FY2025

| COMMUNITY EVENTS DONATIONS |           |                        |                              |                     |
|----------------------------|-----------|------------------------|------------------------------|---------------------|
| DONOR                      | REVENUE   | VENDOR                 | EVENT                        | EXPENDITURE BALANCE |
| FY24 Balance Forwarded     | 5,999.95  | Spirit of 76           | Fife & Drum Band (Parade)    | (1,000.00)          |
| Waterford Central LLC      | 500.00    | Westbrook Drum Corps   | Band (Parade)                | (750.00)            |
| Mohegan Sun                | 5,000.00  | Fusion/Anthony Walstra | Band (Parade)                | (1,550.00)          |
| Great Neck Country Club    | 5,000.00  | Sunshine Investment    | Band (Parade)                | (1,000.00)          |
| Massad Assoc               | 1,000.00  | Amazon (flags)         | General                      | (82.80)             |
| Bob Tuneski                | 125.00    | Amazon (flag toppers)  | General                      | (92.49)             |
|                            |           | Amazon (poles)         | General                      | (93.06)             |
|                            |           | Amazon (plaques)       | General                      | (202.92)            |
|                            |           | Amazon (flags)         | General                      | (54.80)             |
|                            |           | Amazon (coin cases)    | General                      | (21.74)             |
|                            |           | Amazon (flags/holders) | General                      | (245.60)            |
|                            |           | Hoelcks Florist        | Wreath for Veterans Ceremony | (175.00)            |
|                            |           | Target                 | Trunk or Treat Prizes        | (106.36)            |
|                            |           | BJ's                   | Career Fair Candy            | (300.45)            |
|                            |           | Amazon                 | Career Fair Candy Wrappers   | (186.55)            |
|                            |           | Print Shop             | Color Copies                 | (4.00)              |
|                            |           | Amazon                 | Award Plaques                | (162.14)            |
|                            |           | Ukleja's               | Town Fence Garland           | (2,640.00)          |
|                            |           | Amazon                 | Candy Canes                  | (164.89)            |
|                            |           | Waffle Wagon           | Tree Lighting                | (200.00)            |
|                            |           | Amazon                 | Flag Poles                   | (468.37)            |
|                            |           | Halo                   | Waterford Pens               | (292.55)            |
|                            | 17,624.95 |                        |                              | (9,793.72)          |
|                            |           |                        |                              | 7,831.23            |

# WATERFORD PARADE DONATIONS

## FIRST SELECTMAN

REVENUE 20600-48005

EXPENDITURE 20601-53327

TOTAL BALANCE 565.00

As of: 4/30/2025

FY2024

| WATERFORD PARADE DONATIONS    |                 |                           |                               |                     |
|-------------------------------|-----------------|---------------------------|-------------------------------|---------------------|
| DONOR                         | REVENUE         | VENDOR                    | EVENT                         | EXPENDITURE BALANCE |
| <i>FY24 Balance Forwarded</i> | <i>2,000.00</i> |                           |                               |                     |
| Waterford Woods LLC           | 500.00          | Matica Arts               | Juggler                       | (400.00)            |
| Chelsea Groton Bank           | 250.00          | April's Balloons          | Balloon Artist & Face Painter | (400.00)            |
|                               |                 | Mystic Highland Pipe Band | Bagpipe Band                  | (850.00)            |
|                               |                 | Casey Carle               | Bubble Mania                  | (350.00)            |
|                               |                 | William Stewart           | Bagpipes                      | (185.00)            |
|                               | 2,750.00        |                           |                               | (2,185.00)          |
|                               |                 |                           |                               | 565.00              |

**SENIORS SPECIAL REVENUE**  
**Special Revenue Account**  
**April 30, 2025**

|                                   |                     |
|-----------------------------------|---------------------|
| <b>BEGINNING BALANCE 7/1/2024</b> | <b>\$ 16,808.85</b> |
|-----------------------------------|---------------------|

**REVENUE**

|                       |                     |
|-----------------------|---------------------|
| General Donations     | \$ 10,864.00        |
| Program Fees          | \$ 23,270.68        |
| Activities (Trips)    | \$ 30,332.10        |
| Lunch/Dinner Programs | \$ 8,331.16         |
| Bernstein Trust       | \$ 6,200.00         |
| Total Revenue         | <u>\$ 78,997.94</u> |

**EXPENDITURES**

|                       |                     |
|-----------------------|---------------------|
| General Donations     | \$ 17,309.68        |
| Program Fees          | \$ 13,015.83        |
| Activities (Trips)    | \$ 15,611.64        |
| Lunch/Dinner Programs | \$ 9,704.31         |
| Bernstein Trust       | \$ 4,150.00         |
| Total Expenditures    | <u>\$ 59,791.46</u> |

|                               |                     |
|-------------------------------|---------------------|
| <b>April 30, 2025 BALANCE</b> | <b>\$ 19,206.48</b> |
|-------------------------------|---------------------|

|                             |                     |
|-----------------------------|---------------------|
| <b>ACCUMULATIVE BALANCE</b> | <b>\$ 36,015.33</b> |
|-----------------------------|---------------------|

**YOUTH & FAMILY SERVICES**  
**Special Revenue Account**  
**April 30, 2025**

|                                   |                      |
|-----------------------------------|----------------------|
| <b>BEGINNING BALANCE 7/1/2024</b> | <b>\$ 106,423.86</b> |
|-----------------------------------|----------------------|

**REVENUE**

|               |                    |
|---------------|--------------------|
| Donations     | \$41,058.75        |
| Camp Dash     | \$229,806.31       |
| Program Fees  | <u>\$20,788.00</u> |
| Total Revenue | \$291,653.06       |

**EXPENDITURES**

|                    |                    |
|--------------------|--------------------|
| General            | \$21,989.99        |
| Camp Dash          | \$198,588.38       |
| Programs           | <u>\$33,689.54</u> |
| Total Expenditures | \$254,267.91       |

|                               |                    |
|-------------------------------|--------------------|
| <b>April 30, 2025 BALANCE</b> | <b>\$37,385.15</b> |
|-------------------------------|--------------------|

|                             |                      |
|-----------------------------|----------------------|
| <b>ACCUMULATIVE BALANCE</b> | <b>\$ 143,809.01</b> |
|-----------------------------|----------------------|



**RECREATION & PARKS**  
**Special Revenue Account**  
**April 30, 2025**

|                                   |                     |
|-----------------------------------|---------------------|
| <b>BEGINNING BALANCE 7/1/2024</b> | <b>\$ 67,419.69</b> |
|-----------------------------------|---------------------|

**REVENUE**

|                |                    |
|----------------|--------------------|
| Donations      |                    |
| Program Fees   | \$ 1,462.00        |
| Summer Music   |                    |
| Advertising    | \$ 1,650.00        |
| Special Events | \$ 1,000.00        |
| DOT BIKE Grant |                    |
| Total Revenue  | <u>\$ 4,112.00</u> |

**EXPENDITURES**

|                    |                    |
|--------------------|--------------------|
| General            |                    |
| Programs           | \$ 4,189.20        |
| Summer Music       |                    |
| Special Events     | \$ 109.58          |
| DOT BIKE Grant     |                    |
| Total Expenditures | <u>\$ 4,298.78</u> |

|                               |                    |
|-------------------------------|--------------------|
| <b>April 30, 2025 BALANCE</b> | <b>\$ (186.78)</b> |
|-------------------------------|--------------------|

|                             |                     |
|-----------------------------|---------------------|
| <b>ACCUMULATIVE BALANCE</b> | <b>\$ 67,232.91</b> |
|-----------------------------|---------------------|

FIFTEEN ROPE FERRY ROAD  
WATERFORD, CT 06385-2886



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

Date: June 3, 2025  
To: Members of the Board of Finance  
From: Accountant II  
Subject: Status of Contingency Fiscal Year 2025

Contingency Fund, Line item 10121-59010:

|                              |                     |
|------------------------------|---------------------|
| 07/01/24 Appropriation       | 265,000             |
| Transferred through 05/28/25 | <u>(263,706)</u>    |
| Balance                      | <u><u>1,294</u></u> |

  
Virginia Bielucki

FISCAL YEAR 2024-2025  
CONTINGENCY TRANSFERS & BALANCE

| ORG   | OBJECT | DESCRIPTION                                  | BOARD<br>OF FINANCE | RTM | TRANSFER<br>AMOUNT | BALANCE      |
|-------|--------|----------------------------------------------|---------------------|-----|--------------------|--------------|
|       |        | BALANCE 07/01/24                             |                     |     |                    | \$265,000.00 |
| 10104 | 52030  | PROFESSIONAL FEES ASSESSOR                   | 8/14/2024           | N/A | \$24,500.00        | \$240,500.00 |
| 10123 | 51410  | FIRE FIGHTING                                | 8/14/2024           | N/A | \$49,227.00        | \$191,273.00 |
| 10123 | 51110  | FIRE SERVICES ADMINISTRATION                 | 9/11/2024           | N/A | \$14,486.00        | \$176,787.00 |
| 10140 | 57328  | TRANSFER OUT TO CNR-ALEWIFE COVE             | 9/11/2024           | N/A | \$12,500.00        | \$164,287.00 |
| 10111 | 52120  | SEWER BUILDING MAINTENANCE                   | 11/13/2024          | N/A | \$3,112.00         | \$161,175.00 |
| 10137 | 51610  | RECREATION & PARKS PARK MAINTENANCE          | 12/11/2024          | N/A | \$4,330.00         | \$156,845.00 |
| 10129 | 51420  | POLICE PATROL                                | 1/15/2025           | N/A | \$62,757.00        | \$94,088.00  |
| 10138 | 55913  | TRANSFER OUT TO CIF-JORDAN PARKHOUSE REPAIRS | 1/15/2025           | N/A | \$6,583.00         | \$87,505.00  |
| 10123 | 51410  | FIRE FIGHTING                                | 2/12/2025           | N/A | \$84,511.00        | \$2,994.00   |
| 10102 | 51310  | ROV VOTER REGISTRATION                       | 3/12/2025           | N/A | \$800.00           | \$2,194.00   |
| 10102 | 53020  | ROV OTHER SUPPLIES                           | 3/12/2025           | N/A | \$900.00           | \$1,294.00   |
|       |        |                                              |                     |     | (\$263,706.00)     | \$1,294.00   |