

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553
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ATTEST: *Doreen L. Camp*
TOWN CLERK

MINUTES
BOARD OF SELECTMEN REGULAR MEETING
Tuesday, May 7, 2024
5:00 PM
Waterford Town Hall (Appleby Room)

(Procedural Action: Check register to be signed by the Board of Selectmen in accordance with CGS 7-83)

1. **Call to Order & Roll Call: 5:00 pm**
In attendance: Rob Brule, Rich Muckle & Greg Attanasio
Absent: N/A
2. **Pledge of Allegiance**
3. **Public Comment:** Helen Kwasniewski – Planning & Zoning complaint

4. **Assessor:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Assessor, Paige Walton, in the amount of \$800 to cover year end needs expectations and forward on to the Board of Finance if approved.

MOTION by Attanasio, to table, VOTING IN FAVOR: 0-1 FAILED

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 2-1 PASSED

Voting For: Muckle, Brule

Voting Against: Attanasio

5. **Recreation and Parks – Surplus Assets:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Recreation and Parks Director, Ryan McNamara, for surplus disposal of the following item as its outlived its usefulness:

- **Asset #9204030508-1976 Pedestrian Bridge**

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

6. **Information Technology - Bid Award: Bid #GEN 24-003 Camera and**

Security Installation: To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Information Technology Manager, Jeffrey Robillard, to award the bid to Utility Communications Inc., in the amount of \$1,682,605.46. Funds will be available from line #20560-57842, (Town Wide Security) and line #20560-57842, (School Security).

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 7. Building Department:** To consider and act on the following request for a FY24 In-Series Transfer from the Director of Planning, Jonathan Mullen, in the amount of \$6,100 to cover contractual salary requirements.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 8. Emergency Management Services:** To consider and act on the following request for a FY24 In-Series Transfer from the Emergency Management Director, Steven Sinagra, in the amount of \$23,000 to cover total year end outcomes based on salary predictions.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 9. Additional Appropriation – Library Staff Increases –** To consider and act on a request for a FY24 additional appropriation, from the Library Director, Christine Johnson, in the amount of \$2,166, line #10136-51110 (administration), \$32,439, line #10136-51210 (clerical), \$3,572, line #10136-51220 (Custodial), \$526, line #10136-51920 (FICA) totaling \$42,818 and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 10. Library:** To consider and act on the following request for a FY24 In-Series Transfer from the Library Director, Christine Johnson, in the amount of \$1,400 to cover underfunded FICA line.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 11. Fire Services:** To consider and act on the following request for a FY24 In-Series Transfer from the Fire Services Administrator, Michael Howley, in the amount of \$5,280 to cover unforeseen repairs and rate increases.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 12. Public Works - Surplus Assets:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Director of Public Works, Gary Schneider, for surplus disposal and reassign to the Utility Commission.

- Asset #100475, 2009 International WorkStar 7400 Serial #

1HTWDAAR29J077349

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 13. Board of Finance:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Director of Finance, Kim Allen, in the amount of \$14,169 to cover year end needs expectations and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 14. Finance:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Director of Finance, Kim Allen, in the amount of \$3,075 to cover higher than anticipated costs and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 15. Finance Department - Surplus Assets:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Director of Finance, Kim Allen, for surplus disposal:

- **Asset ID: 101254-Kronos Time Clock**
- **Asset ID: 101255-Kronos Time Clock**

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 16. Debt Service:** To consider and act on the following request for a FY24 In-Series Transfer from the Director of Finance, Kim Allen, in the amount of \$63,000 to cover refunding costs.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 17. First Selectman's Office:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the First Selectman, Robert Brule, in the amount of \$800 to cover negative line items and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

MOTION by Muckle, seconded by Attanasio to redact and abstain, VOTING IN FAVOR: 3-0 PASSED

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 2-0 PASSED
Abstain: Attanasio

- 18. Appointments & Resignations:** N/A

19. New Business: Follow-up question to #6, how much is Town side vs BOE side

20. Old Business: Update regarding LEARN

21. Correspondence:

21a. Special Revenue Funds March 2024

21b. Town of Waterford State Radio System FY25 Bond Requests and Support letters

22. Consent Agenda

22a. Tax Refund

22b. Board of Selectmen Regular Meeting Minutes April 16, 2024

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

23. Adjournment: 5:48 pm

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED