FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

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WATERFORD, CT
2023 MAR -3 A 11:43
ATTEST: [signature]
TOWN CLERK

# AGENDA
## BOARD OF SELECTMEN REGULAR MEETING
## March 7, 2023
## 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
2. Pledge of Allegiance
3. Public Comment:

4. **Board of Education:** To consider and act on a request for an appropriation from BOE Director of Finance, Joe Mancini, in the amount of $410,748 from Capital and Non-Recurring Designated Line #20560-57822 IT Learning Boards and forward on to the forward the Board of Finance if approved.

5. **Board of Education Bid Waiver-BOE Clark Lane Middle School Chiller Replacement:** To consider and act on a recommendation from Kim Allen, Director of Finance, on behalf of the Board of Education to award a Bid Waiver in the amount of $26,850 for engineering services by Van Zelm Heywood & Shadford, Inc for mechanical and electrical design for CLMS Chiller replacement, from Line Item #20560-55020 Clark Lane Middle School Chiller Replacement.

6. **Utility Commission**: To consider and act on a request for an additional appropriation from Utility Commission Director, Jim Bartelli, in the amount of $550,000, for a new capital project to replace Plastic Water Service Line with Copper Service Lines, and forward on to the Board of Finance if approved.

7. **Fire Services**: To consider and act on the following request for a FY23 In-Series Transfer from the Fire Services Director, Michael Howley, in the

amount of $6,000, due to unexpected firefighter education.

8. **Public Works**: To consider and act on the following request for a FY23 In-Series Transfer from the Public Works Director, Gary Schneider, in the amount of $53,000, for new employee safety gear and vehicle maintenance.

9. **Public Works**: To consider and act on the following request for a FY23 Out-of-Series Transfer from the Public Works Director, Gary Schneider, in the amount of $73,000, for cost of solid waste, rental equipment and landfill cap maintenance, and forward on to the Board of Finance if approved.

10. **Police Department Bid Waiver-WPD Evidence Room/Armory Updates and Renovations:** To consider and act a recommendation from Marc Balestracci, Police Chief, to award a Bid Waiver to purchase storage lockers for the departments evidence room, from Line Item #20529-57458 Evidence and Armory Update and Renovation.

11. **Police Department**: To consider and act on the following request for a FY23 In-Series Transfer from Police Chief, Marc Balestracci, in the amount of $3,800, for marine patrol.

12. **Police Department**: To consider and act on surplusing a 2005 Honda Accord, with 187,290 miles, vin #1HGCM66845AO48511, from the police department asset list #101300 - Undercover Vehicle FLT MGMT Car 3.

13. Appointments & Resignations:
14. Unfinished Business:
15. New Business:
16. Old Business:

17. Correspondence:

    **17a.** June 30, 2022, Federal Single Audit Report from Kim Allen, Director of Finance

    **17b.** March 1, 2023, Jordan Park House Split Rail Fence Letter from Gary Schneider, Director of Public Works

    **17c.** February 26, 2023, Concern with Data Center Letter from Dennis Alfera

18. Consent Agenda

**18a.** Tax Refund
**18b.** Board of Selectmen Meeting Minutes February 2, 2023

**19.** Adjournment:

4

WATERFORD PUBLIC SCHOOLS

**Mr. Joseph P. Mancini**
*Director of Finance*

**Mr. Thomas W. Giard III**
*Superintendent of Schools*

February 8, 2023

This request is for an appropriation in the amount of $410,748 from Capital and Non-recurring designated line 20560-57822 IT Learning Boards.

This request is for the final project of the 5 school project to replace all of the learning boards in the Waterford Schools. The useful life on these systems is roughly 10 years. This solution is consistent with the other schools in the district.

This work will most likely be done over the summer of 2023 in preparation for the 2023-2024 school year. The available funding for this project is $442,658, this request is for $410,748, quotes are enclosed. We identified some savings by changing from built in CPU's to an external solution and we expect the remaining $31,910 to be go unspent.

Respectively,

Joseph Mancini
Director of Finance

15 Rope Ferry Road • P.O. Box 284 • Waterford, CT 06385
Phone: 860-444-5849 • Fax: 860-444-5870 • www.waterfordschools.org

Pro AV Systems
AUDIO VISUAL TECHNOLOGIES

Sales | Design | Install

74 Cotton Mill Hill
Suite 335
Brattleboro, VT 05301
www.proavsi.com

**Prepared by: John Missale**

Number: 22083247
Modified: 2/7/2023
Revision: 0

Contract:
*Pricing Valid for 30 Days*

**Waterford High School**

Waterford High School
20 Rope Ferry Rd
Waterford, CT 06385 United States
860-437-6956

**Attention:**
Mark Geer
mgeer@waterfordschools.org

# Waterford High School - 86" Premium



AVIXA APEX

CERTIFIED WBE Woman-Owned BUSINESS ENTERPRISE

***All Electrical and Network infrastructure to be provided by others unless otherwise noted.***

Pro AV Systems

## High School 86" Wall Mount

*Remove existing Promethean Boards, install new Active Panels and PCs provided by school system using the provided HDMI and USB cables.*

| | | |
|---|---|---|
| 68 | **Promethean AP9-B86-NA-1**<br>ActivPanel 9 Premium 86" | $299,132.00 |
| | **High School 86" Wall Mount Total:** | **$299,132.00** |

## High School 86" Mobile

*Remove existing Promethean Boards, install new Active Panels and PCs provided by school system using the provided HDMI and USB cables.*

| | | |
|---|---|---|
| 2 | **Promethean AP9-B86-NA-1**<br>ActivPanel 9 Premium 86" | $8,798.00 |
| 2 | **Promethean AP-FSM**<br>Fixed Height Mobile Display Stand/Cart for use with ActivPanel | $750.00 |
| | **High School 86" Mobile Total:** | **$9,548.00** |

## High School 75" Wall Mount

| | | |
|---|---|---|
| 2 | **Promethean AP7E-U75-NA-1**<br>ActivPanel Nickel 75" - 1 x Pen, Vesa Mount, WIFI Module & Cable Pack Included.<br>ActiveInspire Professional Edition availale FOC | $4,398.00 |
| 2 | **Promethean AP-ASW-70**<br>*Adjustable Wall Mount System for use with ActivPanel 65" and 70* | $1,350.00 |
| | **High School 75" Wall Mount Total:** | **$5,748.00** |

## Dumpster

*District will provide dumpster for cardboard and ProAV to provide dumpster for trash*

| | | |
|---|---|---|
| 1 | **Pro AV Systems Misc Expense**<br>Misc Expense - 15 Yard Roll Off Dumpster | $1,500.00 |
| | **Dumpster Total:** | **$1,500.00** |

Pro AV Systems

## Misc

| | | |
|---|---|---|
| 1 | **Pro AV Systems Miscellaneous - Parts**<br>*Parts needed for a complete system*<br>- Raceway and Boxes<br>- Terminations<br>- Adapters<br>- 90 degree corner<br>- 5' Panduit | $975.00 |
| | **Misc Total:** | **$975.00** |

## Freight

| | | |
|---|---|---|
| 1 | **Promethean Shipping**<br>Standard Shipping for Promethean Panels | $1,200.00 |
| | **Freight Total:** | **$1,200.00** |

## Installation

| | | |
|---|---|---|
| 1 | **Pro AV Systems Installation - PW**<br>Installation Service for Complete System - OFE Systems Will Be Removed By Pro AV And Cables Provided With The Panels For The Computers Behind The Displays. Pro AV To Install The Computer Wall Brackets. | $31,500.00 |
| | **Installation Total:** | **$31,500.00** |

Pro AV Systems

## Band Room

| | | |
|---|---|---|
| 1 | ***Epson Corporation EB-PU1008W***<br>8,500 Lumens WUXGA, No Lens (White) | $6,847.00 |
| 1 | **Epson Corporation ELPLM10**<br>Middle-Throw Zoom Lens #3 (ELPLM10)<br>Pro G7000 and Pro L1000 series | $1,474.00 |
| 1 | **Pro AV Systems Miscellaneous - Parts**<br>Parts needed for a complete system.<br>- Raceway and Boxes<br>- Terminations<br>- Adapters | $100.00 |
| 1 | **Extron Electronics DTP HDMI 4K 230 Rx**<br>HDMI Twisted Pair Receiver - 230 feet (70 m) | $375.00 |
| 1 | **Extron Electronics DTP HDMI 4K 230 Tx**<br>HDMI Twisted Pair Transmitter - 230 feet (70 m) | $375.00 |
| 1 | **Chief WMA2S**<br>Heavy Duty Wall Mount Accessory, Dual Stud - Silver | $199.00 |
| 1 | ***Pro AV Systems Installation***<br>Installation Service for Complete System | $3,240.00 |
| 1 | ***C2G-Cables To Go 56784***<br>10ft High Speed HDMI(R) Cable with Ethernet | $10.00 |
| 100 | **Windy City Wire HDBaseT - Shielded Plenum**<br>Cat6 Shielded Cabling - 23 AWG 4 Pair, Bare Copper Conductor, Shielded, Plenum (Black) | $102.00 * |
| | 2 Liberty AV Solutions RJ45-STP-L6<br>Category 6 shielded 8P8C RJ45 Plug with 360 degree shielding | $10.00 |
| | **Band Room Total:** | **$12,722.00** |

## PD

| | | |
|---|---|---|
| 2 | ***Promethean PROFDEV***<br>On Site Face-To-Face Full Day | $2,500.00 |
| | **PD Total:** | **$2,500.00** |
| | **Project Subtotal:** | **$364,825.00** |

**Pro AV Systems**

## Project Summary

| | |
|---|---|
| **Equipment:** | **$330,085.00** |
| **Unassigned Labor:** | **$31,500.00** |
| **Installation Labor:** | **$3,240.00** |
| **Grand Total:** | **$364,825.00** |

| Payment Schedule | Amount | Due Date |
|---|---|---|
| Initial Invoice Upon Equipment Ordered (Due Prior to Install) | $255,377.50 | |
| Final Invoice Upon Completion (NET 30) | $109,447.50 | |

**Acceptance:**
I hereby state that I am an authorized representative to approve the purchase and acceptance of the items quoted in the attached documentation along with the above payment terms.

**Name:** ______________________ **Title:** ______________________

**Signature:** ______________________ **Date:** ______________________

**PRO AV SYSTEMS RESPONSIBILITIES:** *The following items are required by Pro AV Systems:*

1. Pro AV Systems will install all equipment in accordance with the manufacturers' specifications, national and local regulation ordinances and codes, including all OSHA guidelines. Unless specifically stated, all work will be performed during the normal working hours of Monday through Friday, between 8:00AM and 5:00PM, except for recognized holidays.

2. Pro AV Systems staff and contractors will conduct themselves in a professional, courteous manner, maintaining a clean- cut appearance and acceptable dress. All Pro AV Systems staff is expected to check in and out with you or an assigned contact at the beginning and end of the workday.

3. Pro AV Systems staff will maintain a clean and safe work environment. All unused materials, containers, tools and equipment will be removed whenever possible. Pro AV Systems will take precautions to protect all floors, walls, windows and other surfaces from stains, marring or other damage.

4. Pro AV Systems cannot be responsible for the operation, performance or warranty of equipment outside this contract. Pro AV Systems does not warrant that equipment supplied by others can be connected or will function properly except as specified by the project documentation.

5. Pro AV Systems will provide customer with all operation manuals and warranty documents.

6. Pro AV Systems will acquire, assemble, deliver and test all specified equipment and components to provide you with a fully functional system.

**CUSTOMER RESPONSIBILITIES:** *The following items are required by the Customer:*

1. Customer to provide a 120 VAC circuit to all specified equipment locations. These circuits should not be "shared" with other items, such as lighting, phone systems, etc.

2. Customer to provide all computer equipment and peripheral cables (mouse and keyboard cables), designated at OFE or "provided by others" if required.

3. Pro AV Systems strongly recommends that all electrical circuits supplying power to the system originate from the same power panel and phase. Pro AV Systems will take precautions to prevent hum or distortions created by ground differential, electromagnetic or electrostatic fields and to supply adequate ventilation to all equipment as specified by the manufacturer. Pro AV Systems will notify you of any hum or distortions beyond our control caused by interference with the building structure, electrical or existing equipment and advise you of the alternatives to alleviate the problem. Pro AV Systems will advise you of any unsatisfactory operating condition due to temperature, humidity, ventilation, mechanical structure or other safety concern.

4. Pro AV Systems assumes no responsibility for, and will not perform any work related to, electrical wiring

(120 VAC and above).

5. Any additional work not listed in the original scope of work (per customer RFP) will require a Change Order.

6. All network configurations for any equipment connected to the customer network including but not limited to QOS, VLAN, Routing, Firewalls, Multicast, IGMP.

7. All server configrations if required for Active Directory, Exchange, O365, Azure AD, MS Teams, Zoom.

8. Software licenses or accounts required for an operational system including but not limited to Zoom Rooms and Teams Rooms.

## TERMS & CONDITIONS:

Section 1 – Proposal Description

**1.A. Proposal Description** - The project description and specific work to be performed by Pro AV Systems is contained in the document and from herein referred to as the Proposal.

**1.B. Proposal Documents** - All work covered by this Proposal shall be contained in the Proposal documents including any special provisions, specifications, drawings, addenda, change orders, written interpretations and written orders. Work not covered by contract documents will not be required unless required by reasonable inference as being necessary to produce the intended result. The costs associated with any related work or materials, including, but not limited to electrical, drywall, painting, cabinets etc. are not included unless specifically documented in the Proposal.

**1.C. Proposal Changes** - The owner may order changes, additions or modifications without invalidating the contract. Such changes must be in writing and signed by the owner. Pro AV Systems will provide the owner in writing the amount of additional costs or reductions resulting from changes ordered within 15 working days unless this requirement is waived in writing by owner. Change Orders shall be paid in full upon acceptance of change and shall not alter the contract's payment schedule. In the case of product unavailability or discontinuation, Pro AV Systems reserves the right to substitute equipment of equal or better quality with owner approval. Pro AV Systems will be held blameless in the case of product unavailability or discontinuation.

Section 2 – General Facility Conditions

**2.A. Room Availability** - Rooms in which installation is occurring should be made available for the exclusive use of Pro AV Systems during the day(s) of scheduled installation. The room will be available during normal working hours (M-F, 8:00am-5:00pm) in eight (8) continuous hour segments. Any delay in schedule that is due to limited access or client usage that results in a return trip by the technician(s) will be subject to an additional expense charge.

**2.B. Electrical Outlets and Pathways** - Before audiovisual equipment is installed, the customer will need to provide the following requirements: electrical outlets, floor boxes, conduits and core drills in areas according to specification. Additionally, all power runs are to be clean and properly grounded. All electrical work pertaining to the audiovisual system will need to run on one phase and be installed to code (NEC). Pro AV Systems is not responsible for installing any conduit, floor boxes, trenches or other appurtenances associated with high voltage (120vac and over) equipment.

**2.C. Structural Vibrations** - Ceiling, walls and floors as well as all other building structures that support audiovisual equipment are to be vibration free. At an additional cost, dampening devices can be made available if needed.

**2.D. Furniture** – Furniture is to be removed prior to construction. If certain furniture cannot be removed, then it will need to be covered and protected sufficiently by the customer.

**2.E. Ceiling Tiles** – The customer is to provide extra ceiling tiles of the same pattern and patch number in any room where suspended ceiling tiles are already installed. Ceiling tiles are assumed to be either 2'x2' or 2'x4' in dimension. Other tile sizes may require additional cost for mounting solutions in the form of a change order.

**2.F. Merchandise Ownership & Storage** – The customer will provide a safe storage area for the equipment sold to or delivered to the job site. Pro AV Systems is not responsible for any loss or damage of merchandise after delivery to the job site except for damage caused by a Pro AV technician (s) during installation.

**2.G. Exclusion** – The following items are not covered under this agreement and may be subject to additional costs:

1. Acts of Nature: Such as water damage and/or damages caused by fire
2. System abuse or misuse that is determined by Pro AV Systems.
3. User errors – Problems caused by unacceptable connection of equipment, determined by Pro AV Systems.
4. Shipping – Expedited shipping for accelerated time lines or repaired parts.
5. Accessories – Hardware, software and/or accessories not provided or sold by Pro AV Systems.

Section 3 – Existing Equipment

**3.A. Documentation** – When integrating and/or installing pre-existing equipment into a new system, the customer is asked to provide any documentation that may be required to complete a proper installation. This may include any available source control code or drawings.

**3.B. Good Working Order** – Pro AV Systems is not responsible for any damage of existing hardware/equipment. The project may be delayed, or a change order may be required if any defective material is found.

**3.C. Customer Hardware and Software** - Pro AV Systems will not load software of any kind on the customers' computer. Unless stated otherwise, the customer is responsible for all Internet connectivity and computer hardware. In addition, the customer is responsible for the installation of computer software and drivers, all LAN provisioning, switches, network connections, and routers. Customer is required to install all operating systems and systems integration that is needed to run the installed interactive or other hardware devices and display equipment.

**3.D. Owner Furnished Equipment** – If owner is providing equipment (OFE) that Pro AV Systems is required to install, configure and/or control in order to provide a functional system, Pro AV Systems reserves the right to charge additional labor hours if the OFE equipment does not perform as originally specified at the time of Proposal acceptance or according to the manufacturer specification.

Section 4 – Schedule, Payments and Business Terms

**4.A. Delays and Postponements** – Regarding schedule completion of the job, time is of the essence. If Pro AV Systems is delayed at any time in the process of the work by owner change orders, construction delays, delivery delays, fire, project postponement, unavoidable casualties and/or other causes beyond the control of Pro AV Systems, the completion schedule for the Proposal shall be extended at a minimum by the same amount of the time caused by the delay.

**4.B. *Right of Revision*** – Pro AV Systems has the right to revise this proposal if information was gained from site visits and other sources that were not available at the time this proposal was created.

**4.C. Freight** - Shipment fees are ground service only. If the customer requires expedited shipping, the additional fees will be prepaid and added to invoice(s).

**4.D. Labor** – Labor rates are quoted as regular rates that are non-prevailing wage rates and non-union rates. A change order can be processed for a job that requires the technician to be paid prevailing wage rates or require a union technician(s) to account for the difference in labor expenses.

**4.E. Project Initiation Terms and Payments** – Payment term details are described in the Proposal. A customer purchase order or signed proposal is required to begin the project. Invoices will be issued according to the terms outlined in the Proposal. For jobs requiring initial deposits, such deposit is due upon *receipt of first invoice and no product will be ordered until the required deposit payment is received.* All further invoice billing is due Net (30). Owner agrees that the terms outlined in these Contract Terms and Conditions take precedence over any other terms issued such as those that may be issued as part of a customer Purchase Order.

**4.F. Credit Card Payments** – Please note there will be a processing fee of 3.25% for payments made by credit card.

Section 5 – Warranty and Other

**5.A. Warranty** - Pro AV Systems warrants installed systems for a period of 90 days from date of acceptance or first beneficial use. During this time, Pro AV Systems will correct any problems at no charge. After the initial 90-day period, any additional service needs will be billed at the current service rate. To provide comprehensive coverage, Pro AV Systems offers extended warranty packages on all installed systems at an additional charge. All warranties do not cover misuse or abuse of the system components or issues caused by owner furnished equipment and interconnected systems provided by others. Interconnected systems include but are not limited to building network infrastructure, telephony (VOIP servers), fire alarms, paging, lighting, security, electrical systems and software. In the event that any of these systems are found to negatively effect the AV system performance, Pro AV Systems shall charge standard service rates on a time and materials basis (minimum 2 hours).

### Extended Warranty Package

**Pro Care** – This warranty covers any and all defects or issues that your system could incur under normal use during the stated warranty period. This includes but is not limited to programming defects, hardware failures, workmanship, warranty processing and exchanges, and any labor required to restore the system to operational order. Hardware warranty replacements are based upon standard manufacturer warranties and replacement policies. Standard ground shipping is included. *Standard response times apply.*

**5.B. Force Majeure** – *Neither Pro AV Systems or the customer will be responsible for delays that are outside the control of either parties,* listed below:

1. Acts of Civil/Military Authorities
2. Floods/Fires/Epidemics or any other acts of God
3. Governmental Rules/Regulations
4. War/Riots
5. Delays in transportation
6. Shortages in raw materials/other products
7. Labor Disputes

**5.C. Hours** – All services will be provided during normal business hours unless otherwise specified in the proposal: Monday-Friday, 8:00am-5:00pm. *National and State Holidays are excluded.*

**5.D. Suspension of Service Right** – If the customer's payment(s) is past due, Pro AV Systems reserves the right to discontinue and/or modify any current or future service either temporarily or permanently.

Pro AV Systems

**5.E. Limitation of Liability –** Pro AV Systems will not be responsible for any damages from delay of delivery, loss of revenue, data business or goodwill. Pro AV Systems will not be liable for any claim that arose more than one (1) year prior to the institution of suit therein.

# DELL Technologies

## A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

| | | | |
|---|---|---|---|
| **Quote No.** | **3000131114246.2** | Sales Rep | Thomasa Munroe |
| **Total** | **$2,047.50** | Phone | (800) 456-3355, 6186414 |
| Customer # | 3989882 | Email | Thomasa.Munroe@Dell.com |
| Quoted On | Sep. 09, 2022 | **Billing To** | ACCOUNTS PAYABLE<br>WATERFORD PUBLIC SCHOOLS<br>15 ROPE FERRY RD<br>P O BOX 284<br>WATERFORD, CT 06385 |
| Expires by | Oct. 10, 2022 | | |
| *Contract Code* | *C000000013094* | | |
| Customer Agreement # | 13PSX0280-MNWNC-108 | | |
| Deal ID | 24606302 | | |

**Message from your Sales Rep**

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
*Thomasa Munroe*

## Shipping Group

| **Shipping To** | **Shipping Method** |
|---|---|
| MARK GEER<br>WATERFORD PUBLIC SCHOOLS<br>20 ROPE FERRY RD<br>WATERFORD HIGH SCHOOL<br>WATERFORD, CT 06385-2894<br>(860) 440-0565 | Standard Delivery |

| Product | Unit Price | Quantity | Subtotal |
|---|---|---|---|
| **Dell Wall/Under-the-Desk VESA Mount w/ PSU Sleeve - MFF/TC/CFF** | **$31.50** | **65** | **$2,047.50** |

| | |
|---|---|
| **Subtotal:** | **$2,047.50** |
| **Shipping:** | **$0.00** |
| **Environmental Fee:** | **$0.00** |
| **Non-Taxable Amount:** | **$2,047.50** |
| **Taxable Amount:** | **$0.00** |
| **Estimated Tax:** | **$0.00** |
| **Total:** | **$2,047.50** |

## Shipping Group Details

| Shipping To | Shipping Method |
|---|---|
| MARK GEER<br>WATERFORD PUBLIC SCHOOLS<br>20 ROPE FERRY RD<br>WATERFORD HIGH SCHOOL<br>WATERFORD, CT 06385-2894<br>(860) 440-0565 | Standard Delivery |

| | | Quantity | Subtotal |
|---|---|---|---|
| **Dell Wall/Under-the-Desk VESA Mount w/ PSU Sleeve - MFF/TC/CFF**<br>Estimated delivery if purchased today:<br>Sep. 19, 2022<br>Contract # C000000013094<br>Customer Agreement # 13PSX0280-MNWNC-108 | $31.50 | 65 | $2,047.50 |

| Description | SKU | Unit Price | Quantity | Subtotal |
|---|---|---|---|---|
| Dell Wall/Under-the-Desk VESA Mount w/ PSU Sleeve - MFF/TC/CFF | 452-BDUY | - | 65 | - |

| | |
|---|---|
| **Subtotal:** | **$2,047.50** |
| **Shipping:** | **$0.00** |
| **Environmental Fee:** | **$0.00** |
| ***Estimated Tax:*** | ***$0.00*** |
| **Total:** | **$2,047.50** |

## Important Notes

### Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

**Governing Terms**: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions:** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

**In case of Resale only**: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only:** If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

**^Dell Business Credit (DBC):** Offered to business customers by WebBank, Member FDIC, who determines qualifications for and terms of credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of $15 or 3% of the new balance shown on the monthly billing statement. Dell and the Dell logo are trademarks of Dell Inc.

# A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

| | | | |
|---|---|---|---|
| **Quote No.** | **3000138435958.1** | Sales Rep | Thomasa Munroe |
| **Total** | **$43,875.00** | Phone | (800) 456-3355, 6186414 |
| Customer # | 3989882 | Email | Thomasa.Munroe@Dell.com |
| Quoted On | Dec. 02, 2022 | **Billing To** | ACCOUNTS PAYABLE<br>WATERFORD PUBLIC SCHOOLS<br>15 ROPE FERRY RD<br>P O BOX 284<br>WATERFORD, CT 06385 |
| Expires by | Jan. 01, 2023 | | |
| Contract Name | Dell NASPO Computer Equipment PA - Connecticut | | |
| Contract Code | C000000013094 | | |
| Customer Agreement # | 13PSX0280-MNWNC-108 | | |
| Deal ID | 24606302 | | |

**Message from your Sales Rep**

*Please contact your Dell sales representative if you have any questions or when you are ready to place an order.*
Thank you for shopping with Dell!

Regards,
Thomasa Munroe

## Shipping Group

| Shipping To | Shipping Method |
|---|---|
| MARK GEER<br>WATERFORD PUBLIC SCHOOLS<br>20 ROPE FERRY RD<br>WATERFORD HIGH SCHOOL<br>WATERFORD, CT 06385-2894<br>(860) 440-0565 | Standard Delivery Free Cost |

| Product | Unit Price | Quantity | Subtotal |
|---|---|---|---|
| **OptiPlex 5000 Micro** | **$675.00** | **65** | **$43,875.00** |

| | |
|---|---|
| **Subtotal:** | **$43,875.00** |
| **Shipping:** | **$0.00** |
| **Environmental Fee:** | **$0.00** |
| **Non-Taxable Amount:** | **$43,875.00** |
| **Taxable Amount:** | **$0.00** |
| **Estimated Tax:** | **$0.00** |
| **Total:** | **$43,875.00** |

## Shipping Group Details

| Shipping To | Shipping Method |
|---|---|
| MARK GEER<br>WATERFORD PUBLIC SCHOOLS<br>20 ROPE FERRY RD<br>WATERFORD HIGH SCHOOL<br>WATERFORD, CT 06385-2894<br>(860) 440-0565 | Standard Delivery Free Cost |

| | | Quantity | Subtotal |
|---|---|---|---|
| **OptiPlex 5000 Micro**<br>Estimated delivery if purchased today:<br>Dec. 11, 2022<br>Contract # C000000013094<br>Customer Agreement # 13PSX0280-MNWNC-108 | $675.00 | 65 | $43,875.00 |

| Description | SKU | Unit Price | Quantity | Subtotal |
|---|---|---|---|---|
| OptiPlex 5000 Micro BTX | 210-BCRF | - | 65 | - |
| 12th Generation Intel Core i5-12500T (6 Cores/18MB/12T/2.0GHz to 4.4GHz/35W) | 338-CCYD | - | 65 | - |
| Windows 10 Pro (Includes Windows 11 Pro License) English, French, Spanish | 619-AQMP | - | 65 | - |
| No Microsoft Office License Included | 658-BCSB | - | 65 | - |
| 16GB (1x16GB) DDR4 Non-ECC Memory | 370-AFWB | - | 65 | - |
| M.2 2230 256GB PCIe NVMe Class 35 Solid State Drive | 400-BEUW | - | 65 | - |
| Thermal Pad for Micro | 412-AAZO | - | 65 | - |
| M2X3.5 Screw for SSD/DDPE | 773-BBBC | - | 65 | - |
| OptiPlex 5000 Micro | 329-BGMI | - | 65 | - |
| 90 Watt A/C Adapter | 450-ALFO | - | 65 | - |
| US Power Cord | 450-AAZN | - | 65 | - |
| Intel Wi-Fi 6E 2x2 AX211 Bluetooth 5.2 Wireless Card | 555-BHDU | - | 65 | - |
| Internal Antenna | 555-BHDV | - | 65 | - |
| Wireless Driver, Intel AX211 | 555-BHJJ | - | 65 | - |
| SupportAssist | 525-BBCL | - | 65 | - |
| Dell(TM) Digital Delivery Cirrus Client | 640-BBLW | - | 65 | - |
| Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps) | 658-BBMR | - | 65 | - |
| Waves Maxx Audio | 658-BBRB | - | 65 | - |
| Dell SupportAssist OS Recovery Tool | 658-BEOK | - | 65 | - |
| Dell Optimizer | 658-BEQP | - | 65 | - |
| Windows PKID Label | 658-BFDQ | - | 65 | - |
| SW Driver, Intel Rapid Storage Technology, OptiPlex 5000 | 658-BFJT | - | 65 | - |
| ENERGY STAR Qualified | 387-BBLW | - | 65 | - |
| Dell Watchdog Timer | 379-BESJ | - | 65 | - |
| Quick Start Guide | 340-CYEU | - | 65 | - |
| Print on Demand Label | 389-BDQH | - | 65 | - |
| Trusted Platform Module (Discrete TPM Enabled) | 329-BBJL | - | 65 | - |

| | | | | |
|---|---|---|---|---|
| Shipping Material | 340-CQYN | - | 65 | - |
| Shipping Label | 389-BBUU | - | 65 | - |
| Regulatory Label for OptiPlex 5000 Micro 90W | 389-ECPO | - | 65 | - |
| Intel Core i5 vPro Essentials Processor Label | 340-CYUO | - | 65 | - |
| Desktop BTS/BTP Shipment | 800-BBIP | - | 65 | - |
| Dell Pro Wireless Keyboard and Mouse - KM5221W - English - Black | 580-AJJG | - | 65 | - |
| Mouse included with Keyboard | 570-AADI | - | 65 | - |
| No Cable Cover | 325-BCZQ | - | 65 | - |
| Fixed Hardware Configuration | 998-FQOB | - | 65 | - |
| Internal Speaker | 520-AAVE | - | 65 | - |
| No Option Included | 340-ACQQ | - | 65 | - |
| EPEAT 2018 Registered (Silver) | 379-BDTO | - | 65 | - |
| Intel vPro Essentials | 631-ADES | - | 65 | - |
| SMALL BUSINESS | 379-BESP | - | 65 | - |
| Dell Limited Hardware Warranty Plus Service | 804-9043 | - | 65 | - |
| ProSupport: *7x24 Technical Support, 3 Years* | 804-9050 | - | 65 | - |
| ProSupport: Next Business Day Onsite 3 Years | 804-9070 | - | 65 | - |
| Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport | 989-3449 | - | 65 | - |

| | |
|---|---|
| **Subtotal:** | **$43,875.00** |
| ***Shipping:*** | **$0.00** |
| **Environmental Fee:** | **$0.00** |
| **Estimated Tax:** | **$0.00** |
| **Total:** | **$43,875.00** |

## Important Notes

### Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

**Governing Terms**: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions:** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

**In case of Resale only**: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only**: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, *except that title shall transfer from Supplier to FS instead of to Customer*. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

**^DELL BUSINESS CREDIT (DBC):** Offered to business customers by WebBank, who determines qualifications for and terms of credit. *Taxes, shipping and other charges are extra and vary.* The Total Minimum Payment Due is the greater of either $20 or 3% of the New Balance shown on the statement rounded up to the next dollar, plus all past due amounts. Dell and the Dell logo are trademarks of Dell Inc.

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# Finance Department

# Memo

February 28, 2023

Re: **Bid Waiver-BOE Clark Lane Middle School Chiller Replacements**

Mr. Brule:

The Finance Department, on behalf of the Board of Education, respectfully seeks a Bid Waiver to utilize the engineering services of Van Zelm Heywood & Shadford, Inc. to provide mechanical and electrical designs for the approved Clark Lane Middle School Chiller replacements, in accordance with The Purchasing Ordinance Section 3.08.050.

This firm has provided services for all Waterford Schools and is familiar with the facility.

Funds will be available from Line Item 20560-55020 (CLARK LANE MIDDLE SCHOOL CHILLER REPLACMENT).

Respectfully

Kimberly Allen

Kimberly Allen
Director of Finance
Town of Waterford

VANZELM
ENGINEERS

February 17, 2023 *Emailed*

Mr. Jay Miner
Director of Building & Grounds
Waterford Public Schools
15 Rope Ferry Road
Waterford, CT 06385

**Project: Clark Lane Middle School**
**RE: Chiller Replacement (Design, CA and Cx)**
**van Zelm # 2019141.02**

Dear Jay:

We appreciate this opportunity to present this proposal to provide Professional Engineering Services related to the Clark Lane Middle School Chiller Replacement. van Zelm engineers will provide the mechanical and electrical design for the installation of the new Chillers and associated Building Automation System, based on our recent schematic design study dated November 18, 2022. Also, at your request, we have included the Construction Administration (CA) and Commissioning (Cx) services as part of our base scope of work for the project.

**SCOPE OF SERVICES**

Our proposed scope will be as follows:

1. Mechanical & Electrical Design

   a. Further review of the existing MEP plans to become more familiar with the existing chilled water system and associated systems.
   b. Conduct site visits to confirm As-Built conditions.
   c. Provide plans and specs that would allow the School District to go out to bid for two new packaged Chilled Water Systems. Note: As part of the design work, we will show demolition of existing equipment that will no longer be needed.
   d. The design will allow for integration of the new chillers with the school's existing Building Automation System.
   e. Design of power feeds to new equipment.

2. Construction Administration Services

   a. Attend a pre-bid walkthrough with bidders and formally respond to design related questions during the bidding period.
   b. Review bids and provide feedback to Waterford Public Schools.

c. Shop drawing review associated with the new Chillers will be provided as part of our base services.
d. Attendance at one (1) meeting during the construction phase and one (1) site walkthrough to observe progress and document compliance. Please note: Attendance at additional meetings, or additional site visits will be as requested and will be considered an hourly additional service.
e. Respond to construction related questions. Provide project engineer support as required to properly respond to site related issues. RFI responses will be provided as part of our base services.
f. Conduct a site visit after completion to provide the school with a final punchlist.

3. Commissioning Services

a. We will provide Commissioning Services to functional test new Chilled Water System and associated Controls.
b. Attendance at one (1) project meeting with Contractors as part of the Cx process.
c. Provide brief summary report describing the Cx process, functional test results and status of open issues.

## FEES FOR SERVICES

We propose to provide the above engineering services for the lump sum fee of Twenty Six Thousand Eight Hundred and Fifty Dollars (**$26,850.00**).

A breakdown of our fee is as follows:

| Task | Fee |
|---|---|
| 1. Mechanical and Electrical Design | $15,450 |
| 2. Construction Administration Services | $ 6,300 |
| 3. Commissioning Services | $ 5,100 |
| ***Lump Sum Total*** | ***$ 26,850*** |

We propose to bill at our standing billing rates (per the attached Rate Schedule A) based on the percentage of completion. Reimbursable expenses are included in the cost shown above.

## CLARIFICATIONS/EXCLUSIONS

The following are exclusions and requirements relating to the Scope of Services, indicated in our proposal:

1. The design is for new Chillers only and does not include any down-stream systems that are currently in place. Any evaluation of any other systems or controls associated with the down-stream devices will be performed at an extra cost, if desired.
2. As-Built documents and Operating and Maintenance Manuals are to be provided by the MEP Contractors.

3. Mechanical and Electrical CADD files (construction bid documents) will be provided to the Owner at the completion of the design phase.
4. Normal Power systems are, for the purposes of this proposal, assumed to be adequate in capacity to support the new equipment.
5. Excludes hazardous material investigation and abatement/containment.
6. Please note, this project may require additional involvement of a Structural Engineer for the modifications needed to accommodate the new equipment. Per your request, we have not carried a cost for this service.

**SUMMARY**

We thank you for the opportunity to work with you once again. I would be pleased to meet with you and discuss any questions you may have. I can be reached anytime on my cell phone at (860) 729-1807.

Very truly yours,

**VAN ZELM HEYWOOD & SHADFORD, INC.**

Bill Donald

Bill Donald
Team Leader-Commissioning Services
Certified Building Commissioning Professional (CBCP®)

Attachments: Rate Schedule 'A' & B

cc: Patricia Bilotto, Mary Ellen Onofrio, Beatrice Chipelo - van Zelm

T:\2019\2019141.02\Finance\Clark Lane Chiller Design & CA 02-17-23.docx

VANZELM
ENGINEERS

## Rate Schedule A: Labor Rates

| Classification | Hourly Rate |
|---|---|
| Principal | $260.00 |
| Senior Associate | 210.00 |
| Associate | 205.00 |
| Team Leader/PM | 192.00 |
| Senior Consultant III/Senior Specialist III | 233.00 |
| Senior Consultant II/Senior Specialist II | 178.00 |
| Senior Consultant I/Senior Specialist I | 163.00 |
| Consultant II/Specialist II | 145.00 |
| Consultant I/Specialist I | 126.00 |
| Senior Designer/Senior Technician | 116.00 |
| Designer/Technician | 100.00 |
| Support Technician | 91.00 |
| Draftsperson | 88.00 |
| Administrative Assistant | 68.00 |
| Legal Preparation | 300.00 |
| Legal Expert Testimony | 425.00 |

Client-Requested overtime shall be invoiced at a multiple of 1.25 times the listed rates.
An additional 25% surcharge may be assessed on listed rates to provide immediate service demand disruptive to on-going project schedules.

## Rate Schedule B: Reimbursable Expenses

Reimbursable expenses are in addition to the compensation for basic and additional services. They include actual expenditures made by van Zelm Heywood & Shadford, Inc., (van Zelm) its employees, and any consultants to van Zelm in the interest of the project. Reimbursable expenses include the following:

1. Expense of transportation in connection with the project. Specifically, personal auto mileage is charged in accordance with the most current IRS guidelines for personal mileage reimbursement, or in cases of business travel in excess of 100 miles per day round trip, rental car fees, gas and expenses may apply in lieu of mileage charges. Cost of tolls, parking and taxi/transportation service will be charged.
2. Expenses in connection with out-of-town travel. Specifically, cost of air, rail or similar transportation services and the cost of lodging and meals will be charged.
3. Reproductions, prints, copies and other documents, including the expense of CAD plots associated with delivery of work products to the Client.
4. Express mail, shipping, delivery and postage expenses. Messenger charges are $25.00/hour, plus mileage.
5. Expense for web based document management services.
6. Expense of any additional insurance coverage, including professional liability insurance, requested by the Client in excess of that normally carried by van Zelm or its consultants.
7. Cost of "Consultants" where not included as part of compensation for Basic Services.

Charges for all reimbursable expenses are as incurred or as specifically noted, plus 10%.

**TERMS:** Terms are Net 30 days. Interest at the rate of 1-1/2% per month may be applied to past-due invoices. The rates listed herein are effective January 1, 2023.

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FIFTEEN ROPE FERRY ROAD — Town of Waterford — WATERFORD, CT 06385-2886

# Inter-Office Correspondence

**TO:** Mr. Rob Brule - First Selectman

**FROM:** James A. Bartelli Utility Commission Director.
**DATE:** March 1, 2023

**RE: Special Funding Request Plastic Water Service Line Replacement.**

Dear Mr. Brule,

The Department of Public Works is scheduled to repave the list of roads identified within the attached spreadsheet.
There are plastic water services installed within these roadways that have exceeded their useful life and are prone to failure, which is contributing to premature roadway failure. Previously, prior to DPW repaving the roadways the WUC would conduct leak detection surveys of all water services to determine if there were any active leaks prior to paving and again after paving. Unfortunately, there have been several instances where newly paved roads have had to be excavated due to plastic water service leaks that have failed immediately after the new road has been installed, potentially due to the necessary vibratory compaction process.
Our goal is to replace all of the plastic water service lines with copper service lines prior to DPW's paving process. We estimate an average cost per service line replacement of approximately $2,700.00.
The Utility Commission respectfully request special funding in the amount of $550,000.00 to replace these failing plastic water services prior to DPW paving the roadways.

Thank you.

cc. Gary Schneider, Director of Public Works.

## 2023 Roadway Milling/Paving Project (per DPW)

| Road | Plastic Service | Unknown Service | Total |
|---|---|---|---|
| Mackenzie Road | 3 | 14 | 17 |
| Lark Street | 0 | 1 | 1 |
| Thrush Street | 0 | 5 | 5 |
| Robin Street | 0 | 6 | 6 |
| Quail Street | | 5 | 5 |
| Kingfisher Way | 11 | 6 | 17 |
| Kestrel Lane | 1 | 0 | 1 |
| Woodlawn Ave | 22 | 2 | 24 |
| Woodlawn Court | 3 | | 3 |
| **Total for Neighborhood** | | | 79 |
| | | | |
| Tiffany Ave | 6 | 1 | 7 |
| East Brook Drive | 6 | 1 | 7 |
| Savi Ave | 11 | 2 | 13 |
| Cherry Street | 2 | 1 | 3 |
| Willow Street | 0 | 0 | 0 |
| Cedar Street | 4 | 1 | 5 |
| ***Total for Neighborhood*** | | | 35 |
| | | | |
| Niantic River Road (from #194 south to Mago Point Road) | 28 | 9 | 37 |
| Oil Mill Road (from Way Hill Road to Rte 1) | 0 | 6 | 6 |
| Shore Road (from Jordan Cove Road to Dock Road) | 20 | 10 | 30 |
| Shore Road (from Dock Road to Goshen Road) | TBD | TBD | TBD |
| Shore Road (from Goshen Road to New Shore Road) | TBD | TBD | TBD |
| New Shore Road (from Dock Road to Shore Road)** | 13 | 0 | 13 |
| **Total for Neighborhood** | | | 86 |
| **Grand Total for 2023** | | | 200 |

** Contact 10 - Bad Pipe, main needs to be replaced entire proposed section

7

# TOWN OF WATERFORD
# TRANSFER REQUEST FORM
**In Series (Over $1000)**

Fire Services
**DEPARTMENT**

| Line No. | Org. Code | Object Code | Object Description | APPROVED Budget Amount | CURRENT Available Budget | Budget Transfer INCREASE | Budget Transfer DECREASE | REVISED Available Budget |
|---|---|---|---|---|---|---|---|---|
| 1 | 10123 | 52050 | Dues, Conferences, Education | $ 36,800 | $ 1,279 | 6,000 | | $ 7,279 |
| 2 | 10123 | 52375 | Ground Ladder Testing | $ 7,800 | $ 4,266 | | (4000) | $ 266 |
| 3 | 10123 | 52379 | Hose Testing and Repairs | $ 9,825 | $ 1,423 | | (1000) | $ 423 |
| 4 | 10123 | 52373 | LP Gas | $ 5,600 | $ 4,404 | | (1000) | $ 3,404 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | TOTAL | 6,000.00 | (6,000.00) | |

**Explanation:**

1-4 This transfer is required to cover the costs of Firefighter education currently in progress

email
**Department Head**

2/16/23
**Date**

Kim Allen
**Director of Finance**

2/16/23
**Date**

**First Selectman**

**Date**

**Commission/Board Approval**

**Date**

*revised 9/9/20*

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 101 GENERAL FUND | | | | | | | |
| 10123 FIRE SERVICES | | | | | | | |
| 51110 ADMINISTRATION | | | | | | | |
| 10123 51110 ADMINISTRATION | 247,202.00 | 0.00 | 247,202.00 | 122,535.92 | 0.00 | 124,666.08 | 49.6% |
| 51120 INSPECTION | | | | | | | |
| 10123 51120 INSPECTION | 81,715.00 | 0.00 | 81,715.00 | 51,285.42 | 0.00 | 30,429.58 | 62.8% |
| 51210 CLERICAL AND TECHNICAL | | | | | | | |
| 10123 51210 CLERICAL AND TECHNICAL | 139,552.00 | 0.00 | 139,552.00 | 93,704.68 | 0.00 | 45,847.32 | 67.1% |
| 51240 EDUCATIONAL INCENTIVE | | | | | | | |
| 10123 51240 EDUCATIONAL INCENTIVE | 16,750.00 | 0.00 | 16,750.00 | 12,400.00 | 0.00 | 4,350.00 | 74.0% |
| 51410 FIRE FIGHTING | | | | | | | |
| 10123 51410 FIRE FIGHTING | 1,043,458.00 | 0.00 | 1,043,458.00 | 724,022.89 | 0.00 | 319,435.11 | 69.4% |
| 51411 INCENTIVE PROGRAM STIPENDS | | | | | | | |
| 10123 51411 INCENTIVE PROGRAM STIPENDS | 40,000.00 | 0.00 | 40,000.00 | 4,457.00 | 0.00 | 35,543.00 | 11.1% |
| 51412 PART TIME FIREFIGHTING | | | | | | | |
| 10123 51412 PART TIME FIREFIGHTING | 310,584.00 | 0.00 | 310,584.00 | 139,673.01 | 0.00 | 170,910.99 | 45.0% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 51440 DISPATCH | | | | | | | |
| 10123 51440 DISPATCH | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 51450 EXTRA DUTY | | | | | | | |
| 10123 51450 EXTRA DUTY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 51451 EXTRA DUTY REGULAR WAGES | | | | | | | |
| 10123 51451 EXTRA DUTY REGULAR WAGES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 51810 OVERTIME | | | | | | | |
| 10123 51810 OVERTIME | 238,250.00 | 0.00 | 238,250.00 | 152,910.89 | 0.00 | 85,339.11 | 64.2% |
| 51830 TRAINING & EDUCATION | | | | | | | |
| 10123 51830 TRAINING & EDUCATION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 51920 F.I.C.A. | | | | | | | |
| 10123 51920 F.I.C.A. | 161,990.00 | 0.00 | 161,990.00 | 94,876.39 | 0.00 | 67,113.61 | 58.6% |
| 52010 ADVERTISING | | | | | | | |
| 10123 52010 ADVERTISING | 400.00 | 360.00 | 760.00 | 0.00 | 0.00 | 760.00 | .0% |
| 52020 POSTAGE | | | | | | | |
| 10123 52020 POSTAGE | 250.00 | 0.00 | 250.00 | 107.36 | 0.00 | 142.64 | 42.9% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 52030 PROFESSIONAL FEES | | | | | | | |
| 10123 52030 PROFESSIONAL FEES | 4,150.00 | 0.00 | 4,150.00 | 750.28 | 0.00 | 3,399.72 | 18.1% |
| 52040 SERVICE CONT AND REPAIRS | | | | | | | |
| 10123 52040 SERVICE CONT. AND REPAIRS | 13,530.00 | 0.00 | 13,530.00 | 8,952.59 | 1,232.88 | 3,344.53 | 75.3% |
| 52050 DUES CONFER | | | | | | | |
| 10123 52050 DUES,CONFERENCES & EDUCAT | 36,800.00 | 3,000.00 | 39,800.00 | 33,846.01 | 7,095.00 | -1,141.01 | 102.9%* |
| 52060 PRINTING | | | | | | | |
| 10123 52060 PRINTING | 50.00 | 0.00 | 50.00 | 30.15 | 0.00 | 19.85 | 60.3% |
| 52070 REIMBURSABLE EXPENSES | | | | | | | |
| 10123 52070 REIMBURSABLE EXPENSES | 1,500.00 | -360.00 | 1,140.00 | 78.75 | 0.00 | 1,061.25 | 6.9% |
| 52080 TELEPHONE | | | | | | | |
| 10123 52080 TELEPHONE | 18,500.00 | 0.00 | 18,500.00 | 10,846.75 | 3,784.66 | 3,868.59 | 79.1% |
| 52090 HEATING FUEL | | | | | | | |
| 10123 52090 HEATING FUEL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 52100 ELECTRICITY | | | | | | | |
| 10123 52100 ELECTRICITY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 52110 WATER | | | | | | | |
| 10123 52110 WATER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 52120 SEWER | | | | | | | |
| 10123 52120 SEWER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 52290 PUBLIC SAFETY AWARENESS | | | | | | | |
| 10123 52290 PUBLIC SAFETY AWARENESS | 5,000.00 | -50.00 | 4,950.00 | 3,463.94 | 0.00 | 1,486.06 | 70.0% |
| 52310 EXAMINATIONS | | | | | | | |
| 10123 52310 EXAMINATIONS | 10,000.00 | 0.00 | 10,000.00 | 2,882.42 | 2,195.58 | 4,922.00 | 50.8% |
| 52320 RENTAL OF HYDRANTS | | | | | | | |
| 10123 52320 RENTAL OF HYDRANTS | 457,200.00 | 0.00 | 457,200.00 | 270,474.88 | 180,332.12 | 6,393.00 | 98.6% |
| 52370 CLOTHING OR UNIFORM ALLOW | | | | | | | |
| 10123 52370 CLOTHING OR UNIFORM ALLOW | 19,000.00 | 0.00 | 19,000.00 | 9,342.93 | 2,418.43 | 7,238.64 | 61.9% |
| 52371 FIRE POLICE | | | | | | | |
| 10123 52371 FIRE POLICE | 750.00 | 0.00 | 750.00 | 314.36 | 0.00 | 435.64 | 41.9% |
| 52372 INSURANCE | | | | | | | |
| 10123 52372 INSURANCE | 140,934.00 | 0.00 | 140,934.00 | 139,222.80 | 0.00 | 1,711.20 | 98.8% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 52373 LP GAS | | | | | | | |
| 10123 52373 LP GAS | 5,600.00 | 0.00 | 5,600.00 | 1,196.41 | 0.00 | 4,403.59 | 21.4% |
| 52374 CABLE TELEVISION | | | | | | | |
| 10123 52374 CABLE TELEVISION | 7,500.00 | 50.00 | 7,550.00 | 5,497.05 | 2,706.55 | -653.60 | 108.7%* |
| 52375 GROUND LADDER TESTING | | | | | | | |
| 10123 52375 GROUND LADDER TESTING | 7,800.00 | 0.00 | 7,800.00 | 0.00 | 3,534.02 | 4,265.98 | 45.3% |
| 52376 HYDRAULIC TESTING | | | | | | | |
| 10123 52376 HYDRAULIC TESTING | 3,500.00 | 0.00 | 3,500.00 | 0.00 | 2,000.00 | 1,500.00 | 57.1% |
| 52377 BREATHING APPARATUS TESTING | | | | | | | |
| 10123 52377 BREATHING APPARATUS TESTING | 8,760.00 | 4,000.00 | 12,760.00 | 14,257.55 | 92.38 | -1,589.93 | 112.5%* |
| 52378 BUILDING MAINTENANCE | | | | | | | |
| 10123 52378 BUILDING MAINTENANCE | 87,000.00 | -7,000.00 | 80,000.00 | 47,250.71 | 24,396.62 | 8,352.67 | 89.6% |
| 52379 HOSE TESTING AND REPAIRS | | | | | | | |
| 10123 52379 HOSE TESTING AND REPAIRS | 9,825.00 | 0.00 | 9,825.00 | 0.00 | 8,402.10 | 1,422.90 | 85.5% |
| 52387 PUMP TESTING SERVICES | | | | | | | |
| 10123 52387 PUMP TESTING SERVICES | 4,000.00 | 0.00 | 4,000.00 | 1,200.00 | 0.00 | 2,800.00 | 30.0% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 52392 GENERATOR MAINTENANCE & REPAIR | | | | | | | |
| 10123 52392 GENERATOR MAINTENANCE & REPAIR | 9,500.00 | 0.00 | 9,500.00 | 4,939.46 | 2,144.32 | 2,416.22 | 74.6% |
| 52396 FF -PROTECTIVE CLOTHING | | | | | | | |
| 10123 52396 FF -PROTECTIVE CLOTHING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 53010 OFFICE SUPPLIES | | | | | | | |
| 10123 53010 OFFICE SUPPLIES | 1,500.00 | 0.00 | 1,500.00 | 564.30 | 276.67 | 659.03 | 56.1% |
| 53020 OTHER SUPPLIES | | | | | | | |
| 10123 53020 OTHER SUPPLIES | 15,000.00 | -7,000.00 | 8,000.00 | 540.02 | 6,647.00 | 812.98 | 89.8% |
| 53021 CONSUMABLE SUPPLIES | | | | | | | |
| 10123 53021 CONSUMABLE SUPPLIES | 4,000.00 | 900.00 | 4,900.00 | 4,414.75 | 300.00 | 185.25 | 96.2% |
| 53070 AUTO REPAIRS | | | | | | | |
| 10123 53070 AUTO REPAIRS | 110,000.00 | 25,000.00 | 135,000.00 | 122,055.58 | 10,564.30 | 2,380.12 | 98.2% |
| 53090 FUELS AND LUBRICANTS | | | | | | | |
| 10123 53090 FUELS AND LUBRICANTS | 29,370.00 | 0.00 | 29,370.00 | 25,167.42 | 247.16 | 3,955.42 | 86.5% |
| 53110 COMPUTER SUPPLIES | | | | | | | |
| 10123 53110 COMPUTER SUPPLIES | 1,500.00 | -700.00 | 800.00 | 191.42 | 500.00 | 108.58 | 86.4% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 53111 FF PROTECTIVE CLOTHING | | | | | | | |
| 10123 53111 FF PROTECTIVE CLOTHING | 35,000.00 | -900.00 | 34,100.00 | 10,053.27 | 19,270.73 | 4,776.00 | 86.0% |
| 53112 FIREFIGHTING SUPPLIES | | | | | | | |
| 10123 53112 FIREFIGHTING SUPPLIES | 9,000.00 | 700.00 | 9,700.00 | 5,782.02 | 3,823.49 | 94.49 | 99.0% |
| 53113 VOLUNTEER RESPONDER AWARDS | | | | | | | |
| 10123 53113 VOLUNTEER RESPONDER AWARDS | 5,000.00 | 0.00 | 5,000.00 | 999.00 | 0.00 | 4,001.00 | 20.0% |
| 53114 MEDICAL SUPPLIES | | | | | | | |
| 10123 53114 MEDICAL SUPPLIES | 8,000.00 | 0.00 | 8,000.00 | 3,348.77 | 2,917.96 | 1,733.27 | 78.3% |
| 54060 OFFICE EQUIPMENT | | | | | | | |
| 10123 54060 OFFICE EQUIPMENT | 2,000.00 | 0.00 | 2,000.00 | 810.46 | 200.00 | 989.54 | 50.5% |
| 54202 EQUIPMENT -FORE INVESTIGATIONS | | | | | | | |
| 10123 54202 EQUIPMENT -FIRE INVESTIGATIONS | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 500.00 | .0% |
| 54207 SCBA REPLACEMENT BOTTLES | | | | | | | |
| 10123 54207 SCBA REPLACEMENT BOTTLES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 54215 THERMAL CAMERAS -OSWEGATHCIE | | | | | | | |
| 10123 54215 THERMAL CAMERAS -OSWEGATCHIE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 54216 MULTI-GAS METER | | | | | | | |
| 10123 54216 MULTI-GAS METER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 54217 RESCUE SAWS | | | | | | | |
| 10123 54217 RESCUE SAWS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 54218 FIREFIGHTER EQUIPMENT | | | | | | | |
| 10123 54218 FIREFIGHTER EQUIPMENT | 30,000.00 | -5,000.00 | 25,000.00 | 10,428.67 | 4,205.29 | 10,366.04 | 58.5% |
| 54219 EQUIPMENT STIRAGE LOCKER | | | | | | | |
| 10123 54219 EQUIPMENT STORAGE LOCKER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 54220 RADIO/EMERGENCY LIGHTS | | | | | | | |
| 10123 54220 RADIO/EMERGENCY LIGHTS | 9,000.00 | 0.00 | 9,000.00 | 3,226.14 | 863.86 | 4,910.00 | 45.4% |
| 54221 SERVICE TRUCK EQUIPMENT | | | | | | | |
| 10123 54221 SERVICE TRUCK EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 54222 RESCUE TRUCK EQUIPMENT | | | | | | | |
| 10123 54222 RESCUE TRUCK EQUIPMENT | 5,500.00 | -5,000.00 | 500.00 | 87.16 | 0.00 | 412.84 | 17.4% |
| 54226 EQUIPMENT | | | | | | | |
| 10123 54226 EQUIPMENT | 12,000.00 | -8,000.00 | 4,000.00 | 319.43 | 0.00 | 3,680.57 | 8.0% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 54241 TELEPHONE SYSTEM -GOSHEN FIRE | | | | | | | |
| 10123 54241 TELEPHONE SYSTEM -GOSHEN FIRE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| TOTAL FIRE SERVICES | 3,408,420.00 | 0.00 | 3,408,420.00 | 2,138,509.01 | 290,151.12 | 979,759.87 | 71.3% |
| TOTAL GENERAL FUND | 3,408,420.00 | 0.00 | 3,408,420.00 | 2,138,509.01 | 290,151.12 | 979,759.87 | 71.3% |
| TOTAL EXPENSES | 3,408,420.00 | 0.00 | 3,408,420.00 | 2,138,509.01 | 290,151.12 | 979,759.87 | |
| GRAND TOTAL | 3,408,420.00 | 0.00 | 3,408,420.00 | 2,138,509.01 | 290,151.12 | 979,759.87 | 71.3% |

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

FY23 (8)

# TOWN OF WATERFORD
# TRANSFER REQUEST FORM
**In Series (Over $1000)**

Public Works
**DEPARTMENT**

| Line No. | Org. Code | Object Code | Object Description | APPROVED Budget Amount | CURRENT Budget Amount | Budget Transfer INCREASE | Budget Transfer DECREASE | REVISED Budget Amount |
|---|---|---|---|---|---|---|---|---|
| 1 | 10130 | 53030 | Operational Supplies | 18,000.00 | 342.55 | 3,000.00 | | $ 3,343 |
| 2 | 10130 | 53300 | Highway Materials | 176,500.00 | 105,873.00 | | 3,000.00 | $ 108,873 |
| 3 | 10130 | 53070 | Auto Repairs | 201,000.00 | (3,287.76) | 50,000.00 | | $ 46,712 |
| 4 | 10130 | 53300 | Highway Materials | $ 176,500 | $ 105,873 | | 50,000.00 | $ 155,873 |
| 5 | | | | | | | | $ - |
| 8 | | | | | | | | $ - |
| 9 | | | | | | | | $ - |
| 10 | | | | | | | | $ - |
| | | | | | TOTAL | 53,000.00 | 53,000.00 | |

**Explanation:**

See attached memo

Department Head ______ Date 2/1/23

Kim Allen
Director of Finance ______ Date 2/2/23

First Selectman ______ Date ______

Commission/Board Approval ______ Date ______

*revised 8/13/20*

INTER-OFFICE MEMORANDUM TOWN OF WATERFORD

To: Kimberly Allen, Finance Director

From: Gary J. Schneider, Director of Public Works

Date: February 1, 2023

Re: In-Series Transfers – FY23

---

The Department has waited until this time to make the requests to have a better understanding that the Department's budget can stay within the total appropriated funding.

Item 1 Increase $3,000

- We have seen several retirements and a transfer to another department which had the Public Works Department hiring new employees. The Department provides safety gear (hard hats, gloves and glasses).

Item 2 Decrease $3,000

- Being a light winter will allow the Town Aide Road Improved (55010) line to sufficiently fund the purchase of salt and other road maintenance materials for this fiscal year, leaving a portion of the Highway Materials (53300) to cover the requested transfers.

Item 3 Increase $50,000

- Vehicle Maintenance continues to see major repairs on our large vehicles that daily serve the public. Sixteen of our vehicles have already accounted for over $100,000 in repair costs with our automated collection vehicles accounting for over $25,000 of those expenses. Repair items such as parts and tires are still seeing increases in prices over last year.

Item 4 Decrease $50,000 Same as Item 2

FY23 9

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

Public Works
**DEPARTMENT**

| Line No. | Org. Code | Object Code | Object Description | APPROVED Budget Amount | CURRENT Budget Amount | ACCOUNT INCREASE | ACCOUNT DECREASE | REVISED Budget Amount |
|---|---|---|---|---|---|---|---|---|
| 1 | 10130 | 52470 | Solid Waste | 875,000.00 | (58,461.50) | 59,300.00 | | 838.50 |
| 2 | 10130 | 54050 | Automotive Equipment | 69,145.00 | 25,030.00 | | 4,300.00 | 20,730.00 |
| 3 | 10130 | 53300 | Highway Materials | 176,500.00 | 105,873.00 | | 50,000.00 | 55,873.00 |
| 4 | 10130 | 53250 | Traffic Control Materials | 25,000.00 | 11,157.00 | | 5,000.00 | 6,157.00 |
| 5 | 10130 | 52510 | Rental of Equipment | 5,000.00 | (6,466.90) | 6,500.00 | | 33.10 |
| 6 | 10130 | 54050 | Automotive Equipment | 69,145.00 | 25,030.00 | | 6,500.00 | 18,530.00 |
| 7 | 10130 | 52531 | Landfill Cap Maintenance | 21,000.00 | (2,550.00) | 7,200.00 | | 4,650.00 |
| 8 | 10130 | 54050 | Automotive Equipment | 69,145.00 | 25,030.00 | | 7,200.00 | 17,830.00 |
| 9 | | | | | | | | 0.00 |
| 10 | | | | | | | | 0.00 |
| | | | | | | | | 0.00 |
| | | | | | | | | 0.00 |
| | | | | | TOTAL | 73,000.00 | 73,000.00 | |

**Explanation**

See attached memo

Department Head — Date 2/1/23

Kim Allen
Director of Finance — Date 2/2/23

First Selectman — Date

Commission/Board Approval — Date

*revised 8/13/20*

INTER-OFFICE MEMORANDUM TOWN OF WATERFORD

To: Kimberly Allen, Finance Director

From: Gary J. Schneider, Director of Public Works

Date: February 1, 2023

Re: Out of Series Transfers – FY23

---

The Department has waited until this time to make the requests to have a better understanding that the Department's budget can stay within the total appropriated funding.

Item 1 Increase $59,300

- There is an increase in carting and disposal contract costs for bulky waste from the Transfer Station. This service is handled by a 3 year contracts. The FY 24 budget was presented and approved using the FY 23 contract pricing which ended June 30th, 2022. Each removal (pull) of the 100 cubic yard trailer price increased from $415 to $450 and the disposal fee (tipping) increased from $100 to $105/ton.
- At the time of this budget presentation and approval, COVID impacts were still making it difficult to project what the next year would hold. Would the waste be generated at home or would the business sector open up and the waste would move from the curbside to the business dumpster? Although the economy opened up, the waste remained at the curbside and coming to the transfer station.

Item 2 Decrease of $4,300

- The Department will not purchase the brush grapple, an attachment for one of the loaders. The price of the grapple has increased $9,000. At that price, the Department can't justify the purchase. We have equipment that can perform the task, but with less efficiency.

Item 3 Decrease of $50,000

- Being a lite winter will allow the Town Aide Road Improved (55010) line to sufficiently fund the purchase of salt and other road maintenance materials for this fiscal year, leaving a portion of the Highway Materials (53300) to cover the requested transfers.

Item 4 Decrease of $5,000

- The position of Traffic Control Device Tech was just filled due to a retirement. Training, inventory and maintenance of existing signage will be the priority of this position for the rest of the fiscal year.

Item 5 Increase $6,500

- The Department rented a skid steer for the winter season to replace the use of the current small loader. The current small loader was involved in 3 accidents, the last being when removing snow on a sidewalk, the wheel slid off the sidewalk, causing the loader to roll over into the travel lane of Cross Road. We were fortunate there was no traffic at the time or the machine would have fallen onto an oncoming vehicle. I ordered the machine off the road and in order to provide the same level of service to our residents, a skid steer was leased until April 1.

Item 6 Decrease $6,500 (same as item #2)

Item 7 Increase $7,200

- The monitoring wells need work. Caps, locks and collars have deteriorated over the years and need to be replaced. The wells need to be functioning 30 years after the landfill was capped.

Item # 8 Decrease $7,200 (same as item # 2)

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# TOWN OF WATERFORD
# TRANSFER REQUEST FORM
**In Series (Over $1000)**

Police Department
**DEPARTMENT**

| Line No. | Org. Code | Object Code | Object Description | APPROVED Budget Amount | CURRENT Available Budget | Budget Transfer INCREASE | Budget Transfer DECREASE | REVISED Available Budget |
|---|---|---|---|---|---|---|---|---|
| 1 | 10129 | 51421 | Marine Patrol | $ 23,914 | $ 3,082 | 3,800.00 | | $ 6,882 |
| 2 | 10129 | 51420 | Patrol | $ 3,437,122 | $ 1,290,881 | | 3,800.00 | $ 1,287,081 |
| 3 | | | | | | | | $ - |
| 4 | | | | | | | | $ - |
| 5 | | | | | | | | $ - |
| 8 | | | | | | | | $ - |
| 9 | | | | | | | | $ - |
| 10 | | | | | | | | $ - |
| | | | | | TOTAL | 3,800.00 | 3,800.00 | |

**Explanation:**

Request is to cover additional shifts through June 30, 2023.

**Department Head** Date 2/27/2023

Kim Allen
**Director of Finance** Date 2/08/23

**First Selectman** Date

**Commission/Board Approval** Date

*revised 9/9/20*

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 101 GENERAL FUND | | | | | | | |
| 10129 POLICE DEPARTMENT | | | | | | | |
| 51110 ADMINISTRATION | | | | | | | |
| 10129 51110 ADMINISTRATION | 497,883.00 | 0.00 | 497,883.00 | 323,945.24 | 0.00 | 173,937.76 | 65.1% |
| 51210 CLERICAL AND TECHNICAL | | | | | | | |
| 10129 51210 CLERICAL AND TECHNICAL | 247,200.00 | 0.00 | 247,200.00 | 157,927.43 | 0.00 | 89,272.57 | 63.9% |
| 51220 CUSTODIAL | | | | | | | |
| 10129 51220 CUSTODIAL | 46,098.00 | 0.00 | 46,098.00 | 28,654.35 | 0.00 | 17,443.65 | 62.2% |
| 51420 PATROL | | | | | | | |
| 10129 51420 PATROL | 3,437,122.00 | 0.00 | 3,437,122.00 | 2,146,240.75 | 0.00 | 1,290,881.25 | 62.4% |
| 51421 MARINE PATROL | | | | | | | |
| 10129 51421 MARINE PATROL | 23,914.00 | 0.00 | 23,914.00 | 20,831.58 | 0.00 | 3,082.42 | 87.1% |
| 51430 DETECTIVE | | | | | | | |
| 10129 51430 DETECTIVE | 500,643.00 | 0.00 | 500,643.00 | 325,694.47 | 0.00 | 174,948.53 | 65.1% |
| 51435 COMMUNITY SERVICE OFFICER | | | | | | | |
| 10129 51435 COMMUNITY SERVICE OFFICER | 123,688.00 | 0.00 | 123,688.00 | 73,874.04 | 0.00 | 49,813.96 | 59.7% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 51450 EXTRA DUTY | | | | | | | |
| 10129 51450 EXTRA DUTY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 51810 OVERTIME | | | | | | | |
| 10129 51810 OVERTIME | 150,075.00 | 0.00 | 150,075.00 | 116,969.91 | 0.00 | 33,105.09 | 77.9% |
| 51820 REPLACEMENT OVERTIME | | | | | | | |
| 10129 51820 REPLACEMENT OVERTIME | 360,508.00 | 0.00 | 360,508.00 | 265,425.03 | 0.00 | 95,082.97 | 73.6% |
| 51830 TRAINING & EDUCATION | | | | | | | |
| 10129 51830 TRAINING & EDUCATION | 135,202.00 | 0.00 | 135,202.00 | 48,657.92 | 0.00 | 86,544.08 | 36.0% |
| 51910 FRINGE BENEFITS | | | | | | | |
| 10129 51910 FRINGE BENEFITS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 51920 F.I.C.A. | | | | | | | |
| 10129 51920 F.I.C.A. | 428,081.00 | 0.00 | 428,081.00 | 265,666.56 | 0.00 | 162,414.44 | 62.1% |
| 52010 ADVERTISING | | | | | | | |
| 10129 52010 ADVERTISING | 500.00 | 0.00 | 500.00 | 223.00 | 0.00 | 277.00 | 44.6% |
| 52020 POSTAGE | | | | | | | |
| 10129 52020 POSTAGE | 2,000.00 | 0.00 | 2,000.00 | 590.03 | 0.00 | 1,409.97 | 29.5% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 52030 PROFESSIONAL FEES | | | | | | | |
| 10129 52030 PROFESSIONAL FEES | 15,000.00 | 0.00 | 15,000.00 | 10,285.26 | 0.00 | 4,714.74 | 68.6% |
| 52040 SERVICE CONT AND REPAIRS | | | | | | | |
| 10129 52040 SERVICE CONT. AND REPAIRS | 26,269.00 | 0.00 | 26,269.00 | 9,549.47 | 2,124.53 | 14,595.00 | 44.4% |
| 52050 DUES CONFER | | | | | | | |
| 10129 52050 DUES,CONFERENCES & EDUCATION | 1,785.00 | 0.00 | 1,785.00 | 1,319.15 | 0.00 | 465.85 | 73.9% |
| 52060 PRINTING | | | | | | | |
| 10129 52060 PRINTING | 1,200.00 | 0.00 | 1,200.00 | 257.98 | 0.00 | 942.02 | 21.5% |
| 52080 TELEPHONE | | | | | | | |
| 10129 52080 TELEPHONE | 30,846.00 | 0.00 | 30,846.00 | 20,771.67 | 13,117.61 | -3,043.28 | 109.9%* |
| 52090 HEATING FUEL | | | | | | | |
| 10129 52090 HEATING FUEL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 52100 ELECTRICITY | | | | | | | |
| 10129 52100 ELECTRICITY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 52115 WATER & SEWER CHARGES | | | | | | | |
| 10129 52115 WATER & SEWER CHARGES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 52300 TRAINING & EDUCATION | | | | | | | |
| 10129 52300 TRAINING,EDUCATION & EMER | 85,500.00 | 0.00 | 85,500.00 | 53,202.24 | 1,990.00 | 30,307.76 | 64.6% |
| 52305 OSHA COMPLIANCE | | | | | | | |
| 10129 52305 OSHA COMPLIANCE | 5,500.00 | 0.00 | 5,500.00 | 860.75 | 0.00 | 4,639.25 | 15.7% |
| 52370 CLOTHING OR UNIFORM ALLOW | | | | | | | |
| 10129 52370 CLOTHING OR UNIFORM ALLOW | 79,215.00 | 0.00 | 79,215.00 | 74,655.82 | 0.00 | 4,559.18 | 94.2% |
| 52440 DATA PROCESSING SERVICES | | | | | | | |
| 10129 52440 DATA PROCESSING SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 52520 CRIMINAL JUSTICE PLANNER | | | | | | | |
| 10129 52520 CRIMINAL JUSTICE PLANNER | 13,950.00 | 0.00 | 13,950.00 | 13,926.00 | 0.00 | 24.00 | 99.8% |
| 53010 OFFICE SUPPLIES | | | | | | | |
| 10129 53010 OFFICE SUPPLIES | 1,000.00 | 0.00 | 1,000.00 | 650.18 | 0.00 | 349.82 | 65.0% |
| 53020 OTHER SUPPLIES | | | | | | | |
| 10129 53020 OTHER SUPPLIES | 7,000.00 | 0.00 | 7,000.00 | 3,722.55 | 0.00 | 3,277.45 | 53.2% |
| 53070 AUTO REPAIRS | | | | | | | |
| 10129 53070 AUTO REPAIRS | 32,000.00 | 0.00 | 32,000.00 | 23,937.47 | 0.00 | 8,062.53 | 74.8% |

FOR 2023 13

| Account | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 53090 FUELS AND LUBRICANTS | | | | | | | |
| 10129 53090 FUELS AND LUBRICANTS | 108,767.00 | 0.00 | 108,767.00 | 75,862.17 | 0.00 | 32,904.83 | 69.7% |
| 53100 TIRES | | | | | | | |
| 10129 53100 TIRES | 10,854.00 | 0.00 | 10,854.00 | 7,614.93 | 2,885.07 | 354.00 | 96.7% |
| 53150 BUILDING MAINTENANCE | | | | | | | |
| 10129 53150 BUILDING MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| 53180 POLICE SUPPLIES | | | | | | | |
| 10129 53180 POLICE EQUIP. & SUPP. | 44,664.00 | 0.00 | 44,664.00 | 14,077.76 | 16,892.00 | 13,694.24 | 69.3% |
| 53210 SELECTIVE ENFORCEMENT | | | | | | | |
| 10129 53210 SELECTIVE ENFORCEMENT | 2,500.00 | 0.00 | 2,500.00 | 1,000.00 | 0.00 | 1,500.00 | 40.0% |
| 53220 MARINE PATROL | | | | | | | |
| 10129 53220 MARINE PATROL | 5,000.00 | 0.00 | 5,000.00 | 4,516.32 | 0.00 | 483.68 | 90.3% |
| 53260 DOG WARDEN SUPPLIES | | | | | | | |
| 10129 53260 DOG WARDEN SUPPLIES | 60,000.00 | 0.00 | 60,000.00 | 60,000.00 | 0.00 | 0.00 | 100.0% |
| 53320 CHALLENGE | | | | | | | |
| 10129 53320 CHALLENGE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |

FOR 2023 13

| | ORIGINAL APPROP | TRANS/ADJSMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|---|---|---|---|---|---|---|---|
| 54020 EQUIPMENT | | | | | | | |
| 10129 54020 EQUIPMENT | 4,250.00 | 0.00 | 4,250.00 | 3,263.44 | 0.00 | 986.56 | 76.8% |
| 54040 NEW AUTOS | | | | | | | |
| 10129 54040 VEHICLES EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .0% |
| TOTAL POLICE DEPARTMENT | 6,488,214.00 | 0.00 | 6,488,214.00 | 4,154,173.47 | 37,009.21 | 2,297,031.32 | 64.6% |
| TOTAL GENERAL FUND | 6,488,214.00 | 0.00 | 6,488,214.00 | 4,154,173.47 | 37,009.21 | 2,297,031.32 | 64.6% |
| TOTAL EXPENSES | 6,488,214.00 | 0.00 | 6,488,214.00 | 4,154,173.47 | 37,009.21 | 2,297,031.32 | |
| GRAND TOTAL | 6,488,214.00 | 0.00 | 6,488,214.00 | 4,154,173.47 | 37,009.21 | 2,297,031.32 | 64.6% |

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

10A

Town of Waterford

FIFTEEN ROPE FERRY ROAD WATERFORD, CT 06385-2886

## BID WAIVER REQUEST

TO: Rob Brule, First Selectman

FROM: Kim Allen, Director of Finance

DATE: March 3, 2023

RE: Request for Bid Waiver

Per Town Ordinance 3.08.050(b) - (Waiver of bid/proposal process), a bid/proposal process may be waived under Sections 3.08.030 and 3.08.040 when deemed to be in the best interest of the town and upon a unanimous vote of all members of the board of selectmen present at any regular or special meeting.

On behalf of the Police Department, I respectfully request a Bid Waiver to purchase storage lockers for the department's evidence room under approved project 20529-57458 (Evidence Room/Armory Updates and Renovations).

Regards,

Kim Allen

WATERFORD POLICE DEPARTMENT
41 AVERY LANE
WATERFORD, CT 06385-2819

Marc Balestracci
Police Chief

(860) 442-9451 TEL
mbalestracci@waterfordct.org

**To:** Finance Director Kim Allen
**From:** Marc Balestracci, Chief of Police
**Date:** March 1, 2023
**Re:** *Bid Waiver Request*

The Waterford Police Department recently requested, and was approved, the funding for the Evidence and Armory Update and Renovation project, #20529-57458 in the amount of $86,016. The Board of Selectmen, Board of Finance and Representative Town Meeting reviewed and gave final approval of the project on February 6, 2023.

Although the total cost is $86,016, the project involves many smaller purchases for storage lockers, shelving, cabinetry and labor. The only expense above the $25,000 public bid requirement is for evidence storage lockers for the Evidence Room in the police department. These lockers, which will be of the same design as the storage lockers in the Armory, were requested as they fit the exact needs of the department. In addition, we reviewed other locker systems that were similar, but they were significantly more expensive and did not fit the exact needs of our agency.

Therefore, I am respectfully requesting a bid waiver for this project so that we are able to purchase the equipment needed specifically for our department. As you are aware, we requested funding for this project out of cycle as the time from funding to the project start date was a concern. This waiver would also allow our department to quickly advance the start of the project by ordering the locker systems and scheduling the work needed prior to their arrival.

*Thank you for any consideration.*

Thank you,

Marc Balestracci
Chief of Police
Waterford Police Department

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Marc Balestracci
Police Chief

# WATERFORD POLICE DEPARTMENT

41 AVERY LANE
WATERFORD, CT 06385-2819

(860) 442-9451 TEL
mbalestracci@waterfordct.org

**To:** Purchasing Agent Rawle Dummett, Finance Director Kim Allen
**Cc:** First Selectman Rob Brule
**From:** Marc Balestracci, Chief of Police
**Date:** December 21, 2022
**Re:** Vehicle Surplus Request

I am respectfully requesting the following vehicle be placed on the town's surplus list, as it is no longer usable:

Year: 2005
Make: Honda
Model: Accord
VIN: 1HGCM66845A048511

The vehicle has 187,290 miles on it and moisture on the interior makes it hazardous for our officers to use. The vehicle was seized in asset forfeiture and added to the police department's asset list #101300 (identified as Undercover Vehicle FLT MGMT Car 33) on February 21, 2014.

As this vehicle is part of the state asset forfeiture program, any proceeds that may come from the surplus process needs to be placed in the police department's State of Connecticut Assets Forfeiture Fund #20802-44163.

Thank you for any consideration.

Thank you,

Marc Balestracci
Chief of Police
Waterford Police Department

**FINANCE DEPARTMENT**

# Memo

| | |
|---|---|
| **To:** | The Board of Selectmen |
| **From:** | Rawle Dummett |
| **Date:** | December 21, 2022 |
| **Re:** | ***Disposal of aged assets*** |

---

Dear Mr. Brule,

In accordance with the Town Property Ordinance, Chapter 3.08.020, it is requested that the Board of Selectmen please consider an act to surplus for disposal, on Behalf of the Police Department, 2005 Honda Accord, VIN# 1HGCM66845A048511 Asset ID: 101300. Upon your approval, the Purchasing Agent will dispose of this item by auction.

This vehicle shall not be replaced.

Thank you for your consideration

Rawle Dummett
Purchasing Agent,
Town of Waterford

TOWN OF WATERFORD, CONNECTICUT

FEDERAL SINGLE AUDIT REPORT

JUNE 30, 2022

CPAs | CONSULTANTS | WEALTH ADVISORS

CLAconnect.com

# INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM, REPORT ON INTERNAL CONTROL OVER COMPLIANCE, AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE

Board of Finance
Town of Waterford, Connecticut

## Report on Compliance for Each Major Federal Program

### *Opinion on Each Major Federal Program*

We have audited the Town of Waterford, Connecticut's compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the Town of Waterford, Connecticut's major federal programs for the year ended June 30, 2022. The Town of Waterford, Connecticut's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Town of Waterford, Connecticut complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

### *Basis for Opinion on Each Major Federal Program*

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative* Requirements, *Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Town of Waterford, Connecticut and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Town of Waterford, Connecticut's compliance with the compliance requirements referred to above.

### *Responsibilities of Management for Compliance*

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Town of Waterford, Connecticut's federal programs.

Board of Finance
Town of Waterford, Connecticut

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

**Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Waterford, Connecticut, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Town of Waterford, Connecticut's basic financial statements, and have issued our report thereon dated December 19, 2022, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

CliftonLarsonAllen LLP

**CliftonLarsonAllen LLP**

West Hartford, Connecticut
February 10, 2023

# TOWN OF WATERFORD, CONNECTICUT
# SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)
# YEAR ENDED JUNE 30, 2022

| Federal Grantor/Pass-Through Grantor/ Program or Cluster Title | Federal Assistance Listing Number | Pass-Through Entity Identifying Number | Passed Through to Subrecipients | Total Federal Expenditures | |
|---|---|---|---|---|---|
| Title I Grants to Local Educational Agencies | 84.010 | 12060-SDE64370-20679-2022 | | 278,876 | |
| Title I Grants to Local Educational Agencies | 84.010 | 12060-SDE64370-20679-2021 | | 23,218 | |
| | | | | | 302,094 |
| Career and Technical Education -- Basic Grants to States | 84.048 | 12060-SDE64370-20742-2022 | | 24,865 | |
| Career and Technical Education -- Basic Grants to States | 84.048 | 12060-SDE64370-20742-2021 | | 23,324 | |
| | | | | | 48,189 |
| Improving Teacher Quality State Grants | 84.367 | 12060-SDE64370-20858-2021 | | | 50,675 |
| Title IV - Student Support | 84.424 | 12060-SDE64370-22854-2022 | | 7,919 | |
| Title IV - Student Support | 84.424 | 12060-SDE64370-22854-2021 | | 22,530 | |
| | | | | | 30,449 |
| Total United States Department of Education | | | - | | 2,612,390 |
| **United States Department of Justice** | | | | | |
| *Passed Through the State of Connecticut Department of Emergency Services and Public Protection:* | | | | | |
| Edward Byrne Memorial Justice Assistance Grant Program | 16.738 | 12060-DPS32523-26230 | | | 2,341 |
| *Direct:* | | | | | |
| Equitable Sharing Program | 16.922 | | - | | 2,306 |
| Total United States Department of Justice | | | - | | 4,647 |
| **United States Department of Treasury** | | | | | |
| *Passed Through the State of Connecticut Office of Policy and Management:* | | | | | |
| COVID-19 - ARPA Local Fiscal Recovery | 21.027 | 12060-OPM20600-29669 | - | | 545,893 |
| **United States Department of Homeland Security** | | | | | |
| *Passed Through the State of Connecticut Department of Emergency Services and Public Protection:* | | | | | |
| Disaster Grants - Public Assistance (Presidentially Declared Disas | 97.036 | 12060-DPS32990-21891 | | | 26,721 |
| **Total Federal Expenditures** | | | $ - | | $ 4,795,340 |

CliftonLarsonAllen LLP
CLAconnect.com

# INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Finance
Town of Waterford, Connecticut

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Waterford, Connecticut, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Town of Waterford, Connecticut's basic financial statements, and have issued our report thereon dated December 19, 2022.

### *Report on Internal Control Over Financial Reporting*

In planning and performing our audit of the financial statements, we considered the Town of Waterford, Connecticut's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Waterford, Connecticut's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Waterford, Connecticut's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

TOWN OF WATERFORD, CONNECTICUT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2022

## *Section I – Summary of Auditors' Results*

### *Financial Statements*

1. Type of auditors' report issued: Unmodified
2. Internal control over financial reporting:
   - Material weakness(es) identified? ______ yes __x__ no
   - Significant deficiency(ies) identified? ______ yes __x__ *none reported*
3. Noncompliance material to financial statements noted? ______ yes __x__ no

### *Federal Awards*

1. Internal control over major federal programs:
   - Material weakness(es) identified? ______ yes __x__ no
   - Significant deficiency(ies) identified? ______ yes __x__ none reported
2. Type of auditors' report issued on compliance for federal programs: Unmodified
3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? ______ yes __x__ no

### *Identification of Major Federal Programs*

| Assistance Listing Number(s) | Name of Federal Program or Cluster |
|---|---|
| 21.027 | COVID-19 – American Rescue Plan Act Local Fiscal Recovery |
| 84.425D/84.425U/84.425W | COVID-19 Education Stabilization Fund |
| 10.553/10.555 | Child Nutrition Cluster |

Dollar threshold used to distinguish between Type A and Type B programs: $ 750,000

Auditee qualified as low-risk auditee? __x__ yes ______ no

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

March 1, 2023

Robert Nye, Municipal Historian
15 Rope Ferry Road
Waterford, CT 06385

**Subject: Jordan Park House**

Mr. Nye,

Bob, you asked me to review what had happened by the Jordan Park House, that being the removal of trees, the split rail fence being installed and the possible removal of the stone wall.

Trees: They should have been posted by the Tree Warden (that is me). The condition of the trees were such that I would have posted them for removal. I have talked to the Director of Recreation and Parks. For future removals, he will contact me and I will review and post if necessary.

Stone Wall: Volume 94, pages 132-134 describes the First Tract of land where the stone wall is located on. My concern about the wall was that it could be a boundary, It is not, the metes and bounds are described in the quit claim deed, calling out a mere stone at each corner. Removal of the stone wall will have no affect to the location of a property line.

As to the removal of the wall, if asked, I would have recommended that Recreation and Parks Department seek the option of the Planning Department whether a site plan or another approval must be given. Since the wall is still there, they should seek their advice.

Split Rail Fence: The installation of the split rail fence is within the right of way and it would fall under Chapter 12.05 of the Municipal Code – Obstructions in Town Rights-of-Ways. The Recreation and Parks Department should have notified the Department of Public Works before installation. Although it is an encroachment, it is not a fixed object that would cause extensive damage to a vehicle.

Thank you,

Gary J. Schneider, Director
Public Works Department

Cc: Robert Brule, First Selectman
Ryan McNamara, Director of Recreation & Parks

Letter to Editor of the New London Day
2/26/2023
47 Eugene O'Neill Drive
New London, CT
06320
Title: Waterford What's Next
To whom it may concern:

I attended the R.T.M. on Wed. Feb. 22 2023, for the information on the proposed Data Center by NE Edge LLC on the Dominion Site. At that meeting, I was a bit confused because it, was to be an informational meeting, but it turned into a vote at the end. From where I was seated, the meeting to me was a "Kangaroo Court." It appeared as if the board was pushed to vote the proposal in.

My first concern is with the location chosen, as we have in Waterford an Industrial Park, a Mall that is not fully used and also the Waterford Airport.

An article posted online by the Day needs to be read by all, titled" Waterford opens the Door to Data Center at Millstone, by Kevin Arnold, from The Day."

Being a neighbor to Dominion, I have had to tolerate the noise and traffic. As brought up at the meeting, "We can put a Man on the Moon; we can solve the noise and traffic." Well, we also "Dress up a Pig, but in the end, you still have a Pig."

Another source of concern is our children's eagerness to catch the bus at the intersections of East Warf Rd and High Ridge and also down Niantic River Rd. The increase in traffic is a risk to our children.

After reading the online article, I am concerned about the company's integrity and business practices.

If possible, we would like to re-open a Public Meeting to discuss the company and our concerns. It would be interesting to find out why they had problems with other towns.

Thank You for Your Time,

Dennis J Alfera

5 High Ridge Drive

Waterford, CT 06385

cc: First Selectman Mr. Robert J. Brule

# MINUTES Revised 2.21.23
# THE BOARD OF SELECTMEN REGULAR BUDGET MEETING
## Thursday, February 02, 2023
## 3:00pm
## Waterford Town Hall

**Members Present**: Rob Brule, Jody Nazarchyk (via telephone), Beth Sabilia



PROCEDURE: The Board of Selectmen will hear budget requests in accordance with the below agenda for the Budget meeting, which begins at 4:00pm.

The Board of Selectmen to consider and act on the following budgets and at the appropriate time forward to the Board of Finance for its' consideration of and action on the FY 24 Budgets by budget total:

**A. Call to Order-** First Selectman Brule called the meeting to order at 3:00 pm.

**B. Pledge of Allegiance**

**C. Public Comment-** None

**D. Consider and act on the following budget requests:**

First Selectman requested a standing motion to approve all budgets by the total amount requested. Motion by Beth Sabilia and Seconded by Jody Nazarchyk. Motion passed (3-0-0).

**1. Human Resources**

**MOTION** made to approve Human Resources request for FY24 in the amount of $259,836. Unanimous. 3 – 0 – 0.

**2. Legal**

**MOTION** made to approve Legal budget request for FY24 in the amount of $295,000. Unanimous. 3 – 0 – 0.

**3. Ethics Commission**

**MOTION** made to approve Ethics Commission budget request for FY24 in the amount of $900. Unanimous. 3 – 0 – 0.

**4. Assessor**

**MOTION** made to approve Assessor budget request for FY24 in the amount of $292,148. Unanimous. 3 – 0 – 0.

**5. Board of Assessment Appeals**

**MOTION** made to approve Board of Assessment Appeals budget request for FY24 in the amount of $1,602. Unanimous. 3 – 0 – 0.

**6. Conservation Commission**

**MOTION** made to approve the Conservation Commission budget request for FY24 in the amount of $18,250. Unanimous. 3-0-0.

**7. Planning & Zoning**

**MOTION** made to approve the Planning & Zoning budget request for FY24 in the amount of $661,210. Unanimous. 3-0-0.

**8. Zoning Board of Appeals (ZBA)**

**MOTION** made to approve the Zoning Board of Appeals budget request for FY24 in the amount of $4,310. Unanimous. 3-0-0.

**9. Flood & Erosion**

**MOTION** made to approve the Flood & Erosion budget request for FY24 in the amount of $2,138. Unanimous. 3-0-0.

**10. Economic Development Commission**

**MOTION** made to approve the Economic Development Commission budget request for FY24 in the amount of $27,847. Unanimous. 3-0-0.

**11. Board of Selectman**

**MOTION** made to approve the Board of Selectmen budget request for FY24 in the amount of $207,605. Unanimous. 3-0-0.

E. **Correspondence:** None

F. **Old Business:** None

G. **New Business**: None

H. **Recess**- motion was made by Sabilia and seconded by Nazarchyk to Recess at 4:10 pm. VOTING IN FAVOR; unanimous, **VOTE:3-0**

Respectfully Submitted,

Kimberly Allen