

**MINUTES
BOARD OF SELECTMEN
Regular Meeting
Tuesday, September 1, 2020
5:00pm
Waterford Town Hall**

2020 SEP -8 AM 8:05

RECEIVED TOWN CLERK
SEP 1 2020

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

Members Present: First Selectman Robert Brule; Selectwoman Jody Nazarchyk and Selectwoman Elizabeth Sabilia.

1. **Call to order.** First Selectman Brule called the meeting to order at 5:00 pm.
2. **Public Comment:** Regarding Agenda items 3-9.
3. **Finance Department:** To consider and act on a request from Kim Allen, Finance Director for the attached end of FY 20 Out-of-Series transfer and forward onto the Board of Finance as required.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

4. **Youth and Family Services:** To consider and act on a request from Dani Gorman, Director; to waive uncollectable funds from FY19/20 in the amount of \$2,420.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

5. **Building Department:** To consider and act on a request from Abby Piersall, Planning Director for the attached FY 21 Out-of-Series transfer and forward onto the Board of Finance as required.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

6. **Recreation and Parks:** To consider and act on a request from Brian Flaherty, Director for an appropriation of \$10,347.50 from undesignated fund balance # 205-31520 to project # 20537-57824 – *Waterford Beach Park Causeway* for payment of an outstanding invoice and to closed out project. This request will be forwarded onto the Board of Finance as required.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

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7. Appointments and Resignations:

- 7a.** Youth and Family Services: To consider and act on the following resignations effective immediately:

Ellen Bellos
Aimee Fador

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

8. Disposition of Town Property (Ordinance, Chapter 2.112.020):

- 8a. IT Committee** – Attached list of replaced Library computers for disposal.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

- 9. Tax Collector** - To consider and act on a request from Alan Wilensky, Tax Collector for the attached end of FY 21 Out-of-Series transfer and forward onto the Board of Finance as required.

MOTION was made by Ms. Nazarchyk and seconded by Ms. Sabilia to approve the request as stated. **VOTE: 3-0**

10. New Business:

- 10a.** Discussion of Quaker Hill Fire Company/Residents petition.

"We, the members of the Quaker Hill, CT Community are concerned about the recent changes to the emergency responses affecting the Quaker Hill Fire Co. and request that the former part-timers be instated for 8 hour daily shifts, 7 days a week, effective immediately"

Quaker Hill Fire Chief Vincent Ukleja opened discussion on the above request.

Public Comment was given by the following residents:

Rich Weiss
Ann Avery
John Connor
Nancy Bitters
Janis Solomon
Thecia Abbiati

Greg Attanasio
William Auwood
Robert Darrow
Don Morris
Ed Lougee

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Bruce Miller, Director of Fire Services and Charles Bynum, Waterford Ambulance Svices EMS Manager were present by ZOOM to answer questions.

First Selectman Brule offered to continue discussion to the next Board of Selectmen meeting on September 15th for those who would like to be heard.

11. Correspondence:

- 11a. Agreement by and between The Town of Waterford and The Waterford Ambulance Service, LLC. 4/16/2020
- 11b. Letter to Quaker Hill residents from Chief Vincent Ukleja, QHFD
- 11c. Letter from Bruce Miller, Director of Fire Services regarding Quaker Hill Staffing Concerns.
- 11d. Resident correspondence regarding QHFD
- 11e. The Day articles regarding the history of Waterford Fire Services from 2010 to present.

12. Consent Agenda:

- 12.a. Tax Refunds - approved
- 12.b. Meeting Minutes: August 18, 2020 - approved

13. Adjournment: There being no further business to come before the Board, and upon a motion made by Ms. Nazarchyk and seconded by Ms. Sabilia, the Meeting of the Board of Selectmen was adjourned at 6:54 pm.

Respectfully submitted,


Kathleen Nunes Peterson
Recording Secretary

TOWN OF WATERFORD TRANSFER REQUEST FORM

Inter-Department Transfer Request

FY20

Finance
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED	CURRENT	ACCOUNT	ACCOUNT	REVISED
				Budget Amount	Budget Amount	INCREASE	DECREASE	Budget Amount
								0.00
1	10101	53119	Emergency Expenditures	0.00	0.00	191,482.31		191,482.31
2	10121	59010	Contingency	250,000.00	239,800.00		(191,482.31)	48,317.69
3								0.00
4	10112	52240	Insurance (unemployment)	15,000.00	17,806.00	25,693.00		43,499.00
5	10112	52250	Insurance (deductible)	40,000.00	40,000.00	8,865.00		48,865.00
6	10112	52251	Insurance (healthcare)	3,391,864.00	3,391,864.00	18,822.00		3,410,686.00
7	10139	56028	Debt Service (Interest)	314,375.00	290,761.00		(53,380.00)	237,381.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
TOTAL						244,862.31	(244,862.31)	

Explanation:

The total COVID-19 expenditures need to be expensed for year-end because the revenue reimbursement has not been received to offset the expenditures. Expenditures include supplies, cleaning services, labor and benefit charges.

The final June invoices have been received which put the insurance budget in deficit.

Department Head

Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

TOWN OF WATERFORD

TRANSFER REQUEST FORM

Out of Series Transfer Request



Building
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10118	51120	Inspection	159,207.00	159,207.00	0.00	(15,000.00)	144,207.00
2	10118	52030	Professional Fees	750.00	750.00	15,000.00	0.00	15,750.00
3								0.00
4								0.00
5								0.00
6								0.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
TOTAL						15,000.00	(15,000.00)	

Explanation

Position of Assistant Building Official has been open since January 2020. The current rate of applications coupled with the long-term vacancy has led to the need
 to hire a third party professional to assist with completing permit reviews in a timely manner. This need is temporary and the third party would be used only as
 required to meet legal deadlines until the department is fully staffed.

Abby Piersall
Department Head

8/27/2020
Date

Kim Allen
Director of Finance

8/27/2020
Date

First Selectman

Date

Commission/Board Approval

Date

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

FY21

Tax Collector _____
DEPARTMENT _____

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10105	51210	Clerical	77,769.00	77,769.00		(500.00)	77,269.00
2	10105	52050	Dues, Conferences	685.00	685.00		(500.00)	185.00
3								0.00
4	10105	53010	Office Supplies	30.00	30.00	1,000.00		1,030.00
5								0.00
6								0.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
				TOTAL		1,000.00	(1,000.00)	

Explanation

I need to replace my desktop printer as my 11 year old printer is starting to malfunction. I would like to purchase
 wireless headsets for the phone system for productivity purposes. I have money in these accounts due to my Summer
 part-time employee not being hired and the annual conference is being paid for by last year's expenditure.

Alan Wilensky
Department Head

7/27/2020
Date

Kim Allen
Director of Finance

7/28/2020
Date

First Selectman

Date

Commission/Board Approval

Date

8a

WATERFORD PUBLIC LIBRARY
49 Rope Ferry Road
Waterford, CT 06385

TO: Brett Mahoney, IT Committee Chair
FROM: Roz Rubinstein, Library Director
SUBJECT: EQUIPMENT FOR DISCARD
DATE: March 5, 2020

The following computers were removed by IT and replaced by new machines:

DC 7900	2UA9090Q3N
DC 7900	2UA9090Q31
DC 7900	2UA9090Q2V
DC 7900	2UA9090Q35
DC 7900	2UA9090Q2X

Please put the disposal of this equipment on
agenda of the next IT Committee meeting.

Thank you.