

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

AGENDA
BOARD OF SELECTMEN
July 21, 2020
5:00 P.M.
Waterford Town Hall
Zoom Remote Access Only

<https://us02web.zoom.us/j/84610255440>

Meeting ID: 846 1025 5440

One tap mobile

+13017158592,,84610255440# US (Germantown)

+13126266799,,84610255440# US (Chicago)

Find your local number: <https://us02web.zoom.us/j/84610255440>

1. **Call to order & Roll Call**
2. **Pledge of Allegiance**
3. **Fire Services:**
 - 3a. To consider and act on the attached FY20 End Year In-Series transfers in the total amount of \$120,044.
 - 3b. To consider and act on the attached FY20 End Year Out-of-Series transfers in the total amount of \$73,000 and forward onto the Board of Finance as required.
4. **Human Resources:** To consider and act on the attached FY20 End Year In-Series transfers in the total amount of \$3,192.
5. **Youth and Family Services:** To consider and act on the attached FY20 End Year Out-of-Series transfers in the total amount of \$6600 and forward onto the Board of Finance as required.
6. **Town Clerk:**
 - 6a. To consider and act on the attached FY20 End Year In-Series transfers in the total amount of \$1,133.
 - 6b. To consider and act on the attached FY20 End Year Out-of-Series transfers in the total amount of \$659.00 and forward onto the Board of Finance as required.

**Agenda, Board of Selectmen
7/21/20 Regular Meeting
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7. Public Works:

- 7a.** To consider and act on the attached FY20 End Year In-Series transfers in the total amount of \$4500.
- 7b.** To consider and act on the attached FY20 End Year Out-of-Series transfers in the total amount of \$16,000 and forward onto the Board of Finance as required.

8. Recreation and Parks: To consider and act on the attached FY20 End Year In-Series transfers in the total amount of \$1,426.

9. Senior Services: To consider and act on the attached FY20 End Year In-Series transfers in the total amount of \$1,145.

10. Emergency Management:

- 10a.** To consider and act on the attached FY20 End Year In-Series transfers in the total amount of \$ 5,045.

11. Selectman's Office:

- 11a.** To consider and act on the attached FY20 End Year Out-of-Series transfers in the total amount of \$1,507 and forward onto the Board of Finance as required.

12. Police:

- 12a.** To consider and act on the attached FY20 End Year In-Series transfers in the total amount of. \$77,367.
- 12b.** To consider and act on the attached FY20 End Year Out-of-Series transfers in the total amount of \$8,756 and forward onto the Board of Finance as required.

13. Finance: To consider and act on the attached FY20 End Year *Inter-Departmental* Out-of-Series transfers in the total amount \$23,614 of and forward onto the Board of Finance as required.

14. New Business:

15. Consent Agenda:

- 15.a.** Tax Refunds
- 15.b.** Meeting Minutes 7/7/2020

16. Adjournment:

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (> \$1000)

3a

Fire Department
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	Budget Transfer		Revised Budget Amount
					INCREASE	DECREASE	
1	10123	51240	Educational Incentive	\$ 19,680		\$ (1,000)	\$ 18,680
2	10123	51410	Firefighting	\$ 1,236,766		\$ (85,210)	\$ 1,151,556
3	10123	51920	FICA	\$ 130,395		\$ (1,000)	\$ 129,395
4	10123	51810	Overtime	\$ 25,299	\$ 87,210		\$ 112,509
5	10123	52080	Telephone	\$ 28,720.00		\$ (11,000.00)	\$ 17,720
6	10123	52290	Public Safety Awareness	\$ 2,500.00		\$ (966.00)	\$ 1,534
7	10123	52372	Insurance	\$ 120,000.00	\$ 11,966.00		\$ 131,966
8	10123	52320	Rental of Hydrants	\$ 457,200.00		\$ (6,322.00)	\$ 450,878
9	10123	52370	Clothing Allowance	\$ 16,000.00	\$ 3,054.00		\$ 19,054
10	10123	52378	Building Maintenance	\$ 80,000.00	\$ 3,268.00		\$ 83,268
11	10123	52376	Hydraulic Testing & Repairs	\$ 4,500.00		\$ (2,197.00)	\$ 2,303
12	10123	52377	SCBA Testing & Repairs	\$ 6,260.00	\$ 2,197.00		\$ 8,457
13	10123	52379	Hose Testing & Repairs	\$ 9,825.00		\$ (1,500.00)	\$ 8,325
14	10123	52392	Generator Maintenance & Repairs	\$ 4,225.00		\$ (602.00)	\$ 3,623
15	10123	52310	Examinations	\$ 8,000.00	\$ 2,102.00		\$ 10,102
16	10123	53070	Automotive Repairs	\$ 88,000.00		\$ (7,284.00)	\$ 80,716
17	10123	53020	Other Supplies	\$ 17,500.00	\$ 7,284.00		\$ 24,784
18	10123	53021	Consumables	\$ 7,500.00		\$ (1,296.00)	\$ 6,204
19	10123	53110	Computer Supplies	\$ 2,500.00	\$ 1,296.00		\$ 3,796
20	10123	54226	Equipment	\$ 12,000.00		\$ (1,667.00)	\$ 10,333
21	10123	54220	Radio/Emergency Lights	\$ 9,000.00	\$ 1,667.00		\$ 10,667
TOTAL					\$ 120,044	\$ (120,044)	

Explanation:

- 1-4 Providing a two-person 24/7 coverage and the effects of the FLSA compliance lead to a large increase in Overtime for FY20.
- 5-7 The WAS was included on the first several months of this policy, when they withdrew there were some coverages that did not receive complete refunds.
- 8-9 The hiring of two (2) full-time and six (6) part-time firefighters created this overage
- 8-10 Numerous maintenance projects throughout the fire stations created this overage
- 11-12 This overage is due to the overlap of maintenance needed during the conversion/upgrade of SCBA's
- 13-15 The hiring of two (2) full-time and six (6) part-time firefighters created this overage
- 16-17 This overage is due to spending for medical supplies needed for First Responder licensing
- 18-19 This overage is due to spending for ergonomically correct computer stands for staff
- 20-21 This overage is due to several new fire officers being elected (radio needs)

Bruce A. Miller
Department Head

Bruce A. Miller, Director of Fire Services

Date 7/10/2020

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

3b.

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

FIRE DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	ACCOUNT		REVISED Budget Amount
					INCREASE	DECREASE	
1	10123	52040	Service Contracts & Repairs	\$18,130		(\$7,500)	\$10,630
2	10123	52050	Dues, Conferences & Education	\$48,675		(\$15,000)	\$33,675
3	10123	52090	Heating Oil	\$45,980		(\$12,500)	\$33,480
4	10123	53090	Gasoline & Diesel	\$30,490		(\$4,000)	\$26,490
5	10123	53111	FF Protective Clothing	\$78,080		(\$20,000)	\$58,080
6	10123	53113	Volunteer Responder Awards	\$5,000		(\$4,000)	\$1,000
7	10123	54218	Firefighting Equipment	\$35,000		(\$10,000)	\$25,000
8	10123	51810	Overtime	\$25,299	\$73,000		\$98,299
TOTAL					\$73,000	(\$73,000)	

Explanation

The primary reason for numerous line items being under utilized for FY20 (March through June) was do to the restrictions that the fire department was under during the COVID-19 pandemic. The fire stations were locked down and access was restricted to only duty personnel. The call volume was reduced and social distancing protocols did not allow us access to many of our vendors.

Providing a two-person 24/7 coverage and the effects of the FLSA compliance lead to a large increase in Overtime for FY20.

Bruce A. Miller Director of Fire Services
Department Head

7/10/2020
Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

Human Resources
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	Budget Transfer		Revised Budget Amount
					INCREASE	DECREASE	
1	10145	51110	Administration	\$ 126,776	\$ 1,551		\$ 128,327
2	10145	51210	Clerical Technical	\$ 52,748		\$ (1,551)	\$ 51,197
3	10145	52010	Advertising	\$ 4,200	\$ 1,641		\$ 5,841
4	10145	52030	Professional fees	\$ 60,000		\$ (1,641)	\$ 58,359
5							\$ -
8							\$ -
9							\$ -
10							\$ -
TOTAL					\$ 3,192	\$ (3,192)	

Explanation:

Transfer to Administration from Clerical Technical (position was not filled until November)

Advertising came in higher than expected

Department Head

Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

5.

Youth Services
DEPARTMENT

				APPROVED Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
Line No.	Org. Code	Object Code	Object Description				
1	10119	51110	Administration	\$141,352.00	\$5,405.00		\$146,757.00
2	10119	51210	Clerical	\$42,339.00	\$1,195.00		\$43,534.00
3	10119	52030	Professional Fees	\$24,000.00		(\$5,728)	\$24,000.00
4	10119	52100	Electric	\$16,000.00		(\$550)	\$16,000.00
5	10119	52020	Postage	\$200.00		(\$215)	\$200.00
6	10119	52380	Programs	\$3,321.00		(\$107)	\$3,321.00
7							
8							
9							
10							
TOTAL				6,600.00	(6,600.00)		

Explanation

To cover overages due to a miscalculation in days

Dani Gorman
Department Head

7/7/2020
Date

Director of Finance

Date _____

First Selectman

Date

Commission/Board Approval

Date

609.

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

TOWN CLERK
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	Budget Transfer		Revised Budget Amount
					INCREASE	DECREASE	
1	10109	51010	Elected Officials	\$ 89,300	\$ 687		\$ 89,987
2	10109	51210	Clerical and Technical	\$ 51,720	\$ 446		\$ 52,166
3	10109	51920	FICA	\$ 16,405		\$ (1,133)	\$ 15,272
4							\$ -
5							\$ -
8							\$ -
9							\$ -
10							\$ -
TOTAL					\$ 1,133	\$ (1,133)	

Explanation:

Miscalculation

David L. Campo
Department Head

7/8/2020
Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

66.

TOWN OF WATERFORD

TRANSFER REQUEST FORM

Out of Series Transfer Request

Town Clerk _____
DEPARTMENT _____

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	ACCOUNT	ACCOUNT	REVISED Budget Amount
					INCREASE	DECREASE	
1	10109	51110	Administration	73,307.00	659.00		73,966.00
2	10109	52510	Rental of Equipment	27,000.00		(659.00)	26,341.00
3							
4							
5							
6							
7							
8							
9							
10							
TOTAL					659.00	(659.00)	

Explanation
Miscalculation

David L. Campo
Department Head

7/8/2020
Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

7a.

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

Public Works
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	Budget Transfer		Revised Budget Amount
					INCREASE	DECREASE	
1	10130	52510	Rental of Equipment	\$ 25,000		\$ (3,300)	\$ 21,700
2	10130	52460	Streetlights	\$ 88,000	\$ 3,300		\$ 91,300
3							
4	10130	53300	Highway Materials	\$ 275,000		\$ (1,200)	\$ 273,800
5	10130	53070	Auto Repairs	\$ 140,000	\$ 1,200		\$ 141,200
8							\$ -
9							\$ -
10							\$ -
TOTAL					\$ 4,500	\$ (4,500)	

Explanation:

Streetlights - Account for FY20 closed. The department received the credit on July 15, 2020 - too late to apply to FY20.

Auto Repairs - Line item went over due to necessary repairs

Department Head

Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

76.

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	ACCOUNT		REVISED Budget Amount
					INCREASE	DECREASE	
1	10130	53090	Fuels & Lubricants	210,000.00		(15,000.00)	194,000.00
2	10130	52470	Solid Waste Disposal	860,000.00	16,000.00		876,000.00
3							-
4							-
5							-
6							-
7							-
8							-
9							-
10							-
							-
TOTAL					16,000.00	(16,000.00)	

Explanation

Due to COVID-19 our tonage through SCRRRA was more than expected for June

Department Head

Director of Finance

First Selectman

Commission/Board Approval

Date

Date

Date

Date

8.

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

Recreation & Park
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	Budget Transfer		Revised Budget Amount
					INCREASE	DECREASE	
1	10137	51110	Administration	\$ 188,698	\$ 1,426		\$ 190,124
2	10137	51810	Parks Maintenance	\$ 372,624		\$ (1,426)	\$ 371,198
3							\$ -
4							\$ -
5							\$ -
8							\$ -
9							\$ -
10							\$ -
TOTAL					\$ 1,426	\$ (1,426)	

Explanation:

Department Head

Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

9.

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

SENIOR SERVICES
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	Budget Transfer		Revised Budget Amount
					INCREASE	DECREASE	
1	10135	51110	ADMINISTRATION	\$ 148,882	\$ 1,145		\$ 150,027
2	10135	51210	CLERICAL TECHNICAL	\$ 203,500		\$ (1,145)	\$ 202,355
3							\$ -
4							\$ -
5							\$ -
8							\$ -
9							\$ -
10							\$ -
TOTAL					\$ 1,145	\$ (1,145)	

Explanation:

PAYROLL WK 28 FOR ADMINISTRATION (2 DAYS FOR FY20 - BUDGETED AS STIPULATED FOR 260 DAYS) FUNDS AVAILABLE IN CLERICAL
TECHNICAL LINE DUE TO COVID 19 SITUATION.

Department Head

Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

EMERGENCY MANAGEMENT
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	Budget Transfer		Revised Budget Amount
					INCREASE	DECREASE	
1	10122	51440	DISPATCH PERSONNEL	\$ 691,591	\$ 1,246		\$ 692,837
2	10122	51110	ADMINISTRATIVE	\$ 10,000		\$ (1,246)	\$ 8,754
3	10122	51810	OVERTIME	\$ 131,668	\$ 2,460		\$ 134,128
4	10122	51110	ADMINISTRATIVE	\$ 10,000		\$ (2,460)	\$ 7,540
5	10122	52040	SEV. CON & REPAIRS	\$ 45,524	\$ 1,339		\$ 46,863
6	10122	52100	ELECTRICITY	\$ 38,316		\$ (1,339)	\$ 36,977
7							\$ -
8							\$ -
TOTAL					\$ 5,045	\$ (5,045)	

Explanation:

End of year in series transfer request to balance and close out the 2019-2020 Emergency Management budget.

Steven Sinagra
Department Head

9-Jul-20
Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

INTEROFFICE MEMORANDUM

TO: Finance Director Kim Allen
FROM: EMD Steven Sinagra 
SUBJECT: Budget Transfer/Over-expended Lines
DATE: July 09, 2020
CC: First Selectman Brule

Emergency Management experienced a shortage of one full-time trained dispatcher in the Emergency Communications Center. A full-time person is currently undergoing training meaning that a full-time position is being covered on an overtime basis while two full-time salaries are paid to cover one full-time position (trainee and trainer). To compound the issue, part-time personnel were not utilized during the fourth quarter of the fiscal year due to the COVID-19 pandemic. As a result, line item 10122 51810 Dispatch Overtime ended the year over budget by \$2,460. Funds may be transferred from 10122 51110 Administrative to cover the deficit.

Line item 10122 51440 Dispatch Personnel ended the fiscal year over budget by \$1,246. This is the result of transferring money earlier in the quarter from this account and the return of part-time trainees at the end of the fourth quarter. Funds may be transferred from 10122 51110 Administrative to cover the deficit.

Line item 10122 52040 Service Contracts & Repairs ended the fiscal year over budget by \$1,339. This is due to the unpredictability of necessary equipment repairs. Funds may be transferred from 10122 52100 Electricity to cover the deficit.

11a.

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

Selectman's Office - FY20

DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	ACCOUNT	ACCOUNT	REVISED Budget Amount
					INCREASE	DECREASE	
1	10101	51010	Elected Officials	105,694.00	757.00		106,451.00
2	10101	51110	Administration	69,497.00	527.00		70,024.00
3	10101	53020	Other Supplies	150.00	223.00		373.00
4	10101	52030	Professional Fees	5,000.00		(1,070.00)	3,930.00
5	10101	51920	FICA	13,691.00		(437.00)	13,254.00
6							
7							
8							
9							
10							
TOTAL					1,507.00	(1,507.00)	

Explanation

1, 2 Salary miscalculation - FY20

3 Covid expense - non-reimbursable - FY20

Department Head

Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

12a.

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

Police Department
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	Budget Transfer		Revised Budget Amount
					INCREASE	DECREASE	
1	10129	51210	Clerical	\$ 314,236		\$ (37)	\$ 314,199
2	10129	51110	Administrative	\$ 475,547	\$ 37		\$ 475,584
3	10129	51920	FICA	\$ 411,065		\$ (4,164)	\$ 406,901
4	10129	51421	Marine Patrol	\$ 22,441	\$ 4,164		\$ 26,605
5	10129	51210	Clerical	\$ 314,236.00		\$ (315)	\$ 313,921
8	10129	51220	Custodial	\$ 53,989.00		\$ (260.00)	\$ 53,729
9	10129	51420	Patrol	\$ 3,212,166.00		\$ (11,660.00)	\$ 3,200,506
10	10129	51435	CSO	\$ 139,015.00		\$ (6,980.00)	\$ 132,035
11	10129	51810	Overtime	\$ 152,790.00		\$ (11,413.00)	\$ 141,377
12	10129	51820	Replacement Overtime	\$ 360,508.00		\$ (29,784.00)	\$ 330,724
13	10129	51830	Training	\$ 102,872.00		\$ (10,050.00)	\$ 92,822
14	10129	51920	FICA	\$ 411,065.00		\$ (2,704.00)	\$ 408,361
15	10129	51430	Detectives	\$ 466,332.00	\$ 73,166.00		\$ 539,498
TOTAL					\$ 77,367	\$ (77,367)	

Explanation:

Department Head

Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

126.

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

Police Department
DEPARTMENT

				APPROVED Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
Line No.	Org. Code	Object Code	Object Description				
1	10129	53090	Gasoline	114,869.00		(8,756.00)	106,113.00
2	10129	51430	Detectives	466,332.00	8,756.00		475,088.00
3							
4							
5							
6							
7							
8							
9							
10							
TOTAL					8,756.00	(8,756.00)	

Explanation

Department Head

Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date

WATERFORD POLICE DEPARTMENT

Memo

To: Board of Police Commissioners
From: Brett Mahoney, Chief of Police 
CC: Marlena Montgomery, Office Coordinator
Date: 7/7/2020
Re: Fiscal Year 19-20 End of the Year Final Transfers

Please consider the following end of the year transfers to close out the 2019-2020 Police Department's budget. The large overage in the Detective's line item was due to a payout from a retirement at the end of this fiscal year.

51000 In-Series

Debit 10129-51210 Clerical	\$ 37.00
Credit 10129-51110 Administration	\$ 37.00
Debit 10129-51920 Fica	\$ 4,164.00
Credit 10129-51421 Marine Patrol	\$ 4,164.00
Debit 10129-51210 Clerical	\$ 315.00
Debit 10129-51220 Custodial	\$ 260.00
Debit 10129-51420 Patrol	\$11,660.00
Debit 10129-51435 CSO's	\$ 6,980.00
Debit 10129-51810 Overtime	\$11,413.00
Debit 10129-51820 ROT	\$29,784.00
Debit 10129-51830 Training	\$10,050.00
Debit 10129-51920 Fica	\$ 2,704.00
Credit 10129-51430 Detectives	\$73,166.00

53000 Out-of-Series

Debit 10129-53090 Gasoline	\$ 8,756.00
Credit 10129-51430 Detectives	\$ 8,756.00

MINUTES
BOARD OF POLICE COMMISSIONERS
JULY 13, 2020

PRESENT: Chairman; James Dimmock, Vice Chairman; Mark Gelinis, Thomas Sheridan, Secretary; and Robert Brule, Commissioner

DEPARTMENT: Chief Mahoney, Lt. Silva, Lt. Balestracci, Lt VanOverloop, Training Sergeant Ferland, Traffic Officer Spearrin and CSO Reed

ALSO PRESENT: Attorney Robert Avena

ABSENT: William Auwood, Commissioner

PLEDGE OF ALLEGIANCE:

CALL TO ORDER AND ESTABLISH QUORUM:

Chairman Dimmock called the meeting to order at 5:00 p.m. A Quorum was established.

PUBLIC INPUT

No public input.

OFFICER OF THE YEAR

Chief Mahoney presented a plaque to Sergeant Patrick Flanagan for the 2018 Officer of the Year and to Officer Adam Lapkowski for the 2019 Officer of the Year. He noted that both Officers have done and continue to do great work for the Waterford Police Department.

ACCEPTANCE OF MINUTES: Acceptance of the Meeting Minutes of June 8, 2020.

MOTION: made by Commissioner Brule and **SECONDED** by Commissioner Gelinis to accept the meeting minutes of June 8, 2020. **PASSED.**

CORRESPONDENCE: a thank you note to Chaplain Moynihan from Steven Mugavero and a thank you note to Chaplain Moynihan and the Waterford Police Department from the Kron Family.

Chief Mahoney noted that the Kron family donated \$500.00 to the Police Department in appreciation for the assistance that the Chaplain and the Department gave them. Chief Mahoney stated this money would be used for education/training for the Chaplain's and the Chaplain program at the Department.

TRAFFIC COMMISSION REVIEW AND TRAFFIC REPORT FOR JUNE

Traffic Officer Spearrin reviewed the report with the Commission. Report was received.

Traffic Officer Spearrin stated he was requesting a "No Parking this Side of the Road" sign to be placed on Cedar Street. He noted that parking on both sides of the street is making it hard for school buses, garbage trucks and potentially fire apparatus to go down this street.

MOTION: made by Commissioner Brule and **SECONDED** by Commissioner Gelinas to approve the installation of a No Parking this Side of the Road sign on Cedar Street. **PASSED.**

Traffic Officer Spearin also asked for a "No Parking to Corner" sign on Reed Avenue due to beach traffic congestion.

MOTION: made by Commissioner Sheridan and **SECONDED** by Commissioner Gelinas to approve the installation of a No Parking to Corner sign on Reed Avenue. **PASSED.**

CHIEF'S REPORT

- a. June K-9 Reports
Reports were received.
- b. June Investigative Services & Youth Report
Reports were received.
- c. June Training Report
Report was received.
- d. June Records Report
Report was received.
- e. June CSO Report
Report was received.
- f. June Patrol Report
Report was received.
- g. June Animal Control Report
Report was received.

OLD BUSINESS

Nothing noted.

NEW BUSINESS

a. Final Transfers for End of the Year 19-20 Budget

51000 In-Series

Debit 10129-51210 Clerical	\$ 37.00
Credit 10129-51110 Administration	\$ 37.00
Debit 10129-51920 Fica	\$ 4,164.00
Credit 10129-51421 Marine Patrol	\$ 4,164.00
Debit 10129-51210 Clerical	\$ 315.00
Debit 10129-51220 Custodial	\$ 260.00
Debit 10129-51420 Patrol	\$11,660.00
Debit 10129-51435 CSO's	\$ 6,980.00
Debit 10129-51810 Overtime	\$11,413.00
Debit 10129-51820 ROT	\$29,784.00
Debit 10129-51830 Training	\$10,050.00
Debit 10129-51920 Fica	\$ 2,704.00
Credit 10129-51430 Detectives	\$73,166.00

53000 Out-of-Series

Debit 10129-53090 Gasoline	\$ 8,756.00
Credit 10129-51430 Detectives	\$ 8,756.00

MOTION: made by Commissioner Sheridan and **SECONDED** by Commissioner Gelinas to approve the 2019-2020 fiscal year transfers as presented. **Passed unanimously.**

b. Discuss setting a Special Meeting for Sergeants Promotion

A special meeting for a Sergeant promotion has been scheduled for Tuesday, July 28, 2020 at 4:00 p.m. at the Waterford Police Department Training Room.

c. Body Camera Update

Chief Mahoney stated that the body cameras have been ordered. He noted there are additional cost that has been identified and appropriations are being sought to make those purchases. Chief Mahoney stated that 50% of the total cost will be reimbursed to the Town through a grant.

d. Use of force/racial profiling information

Chief Mahoney discussed the report regarding By the Numbers with the Commission.

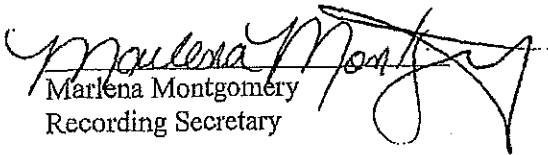
e. Discuss Police Commission responsibilities and future

Attorney Rob Avena discussed the Police Commission Policy and Procedures noting that Waterford already has a civilian board that oversees the Police Department and that is the Police Commission. A conversation regarding the Civilian Complaint process ensued. Commissioner Sheridan stated he would like to see verbiage placed on the website stating that the Commission is the final step of a Civilian Complaint. Attorney Avena and Chief Mahoney said they would work together to get that information put on the website.

ADJOURNMENT

MOTION: made by Commissioner Sheridan and **SECONDED** by Commissioner Gelinas to adjourn the meeting at 6:15 p.m. **Passed unanimously.**

Respectfully submitted by:


Marlena Montgomery
Recording Secretary

TOWN OF WATERFORD

TRANSFER REQUEST FORM

Inter-Department Transfer Request

Inter-Department
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED	ACCOUNT	ACCOUNT	REVISED
				Budget Amount	INCREASE	DECREASE	Budget Amount
1	10104	51110	Assessor (Administration)	196,788.00	4,515.00		201,303.00
2	10104	51210	Assessor (Clerical)	58,818.00	3,262.00		62,080.00
3	10108	52030	Legal (Professional Fees)	264,000.00	12,462.00		276,462.00
4	10112	52240	Insurance (Workers' Comp)	15,000.00	2,806.00		17,806.00
5	10143	51210	Ethics Commission (Clerical)	300.00	528.00		828.00
6	10143	51920	Ethics Commission (FICA)	23.00	41.00		64.00
7	10139	56028	Debt Service (Interest)	314,375.00		(23,614.00)	314,375.00
8							
9							
10							
TOTAL					23,614.00	(23,614.00)	

Explanation

1 & 2 (Assessor) - Salaries paid to interim staff before new Assessor was hired caused deficits.

3 (Legal) - increased need for legal services for various town business

4 (Insurance) - increased workers' compensation claims

5 & 6 (Ethics Commission) - increased needs

7 (Debt Service) - savings seen from the 2019 bond refunding

Department Head

Date

Director of Finance

Date

First Selectman

Date

Commission/Board Approval

Date