FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

RECEIVED FOR RECORD
WATERFORD, CT
2023 JAN 10 A 8:13
ATTEST:
TOWN CLERK

BOARD OF FINANCE
AGENDA

Waterford Town Hall
Regular Meeting

January 11, 2023
7:00 p.m.

1. Establishment of a quorum and call to order.

2. Public Comment.

3. Approval and acceptance of minutes from December 7, 2022.

4. To consider and act on a request from Michael Howley, Director of Fire Services, for an additional appropriation in the amount of $25,000.00 to fund a new Capital Project for the replacement/upgrade of pagers to for the volunteers and forwarded to the RTM as required.

5. Pending BOS Approval to consider and act on a request Michael Howley, Director of Fire Services, for an appropriation in amount of $239,729 from Capital and Non-recurring designated line # 20522-57794 Line Description (i.e., Radio Communications) and forward to the RTM as required.

6. Pending BOS Approval to consider and act on a request from Jim Bartelli, director of Utilities, for an additional appropriation in the amount of $500,000.00 to fund a new Capital Project for the Contract #1 Sewer Interceptor Easement Access and forwarded to the RTM as required.

7. Pending BOS approval To consider and act on a request from Tom Giard, Superintendent of Schools, for an additional appropriation in the amount of $802,000.00 to fund a new Capital Project for Clark Lane Middle School Chiller Replacements and forwarded to the RTM as required.

8. Pending BOS approval To consider and act on a request from Kim Allen, Director of Finance, on behalf of the IT Department, for an additional appropriation in the amount of $272,000.00 to fund a new Capital Project for Auditorium Meeting Room Upgrades and forwarded to the RTM as required.

9. To consider an act on a request from Kim Allen, Director of Finance, on behalf of the IT Department for a FY23 Out of Series Transfer as follows:

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10147	51210	CLERICAL AND TECHNICAL	125,787.00	74,121.91		(20,273)	94,395
2	10147	52043	SERVICE CONTRACTS INFO	773,609.00	238,412.37	10,000		248,412
3	10147	54130	COMPUTER EQUIPMENT	99,909.00	68,819.83	10,273		79,093
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		20,273.00	(20,273.00)	

10. To consider an act on a request from Kim Allen, Director of Finance, on behalf of the Recreation and Parks Department for FY23 Out of Series Transfer as follows:

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10137	53080	Maintenance of Vehicles	20,750.00	7,280.00	12,250.00		19,530.00
2	10137	51620	Programs	321,338.00	100,378.00		(12,250.00)	88,128.00
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		12,250.00	(12,250.00)	

11. Pending BOS approval To consider an act on a request from Kim Allen, Director of Finance, on behalf of the Recreation and Parks Department for FY23 Out of Series Transfer as follows:

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10137	51620	Recreation Programs	321,338.00	92,054.00		(2,000.00)	90,054.00
2	10137	52020	Postage	6,100.00	624.00	2,000.00		2,624.00
3	10137	51620	Recreation Programs	321,338.00	90,054.00		(10,000.00)	80,054.00
4	10137	52420	Maintenance of Properties	72,642.00	(5,189.00)	10,000.00		4,811.00
5	10137	51620	Recreation Programs	321,338.00	80,054.00		(5,000.00)	75,054.00
6	10137	53010	Office Supplies	1,363.00	(1,590.00)	5,000.00		3,410.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
				TOTAL		17,000.00	(17,000.00)	

12. Pending BOS approval To consider an act on a request from Kim Allen, Director of Finance, on behalf of the Fire Services Department for FY23 Out of Series Transfer as follows:

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10123	53070	Apparatus Maintenance	110,000.00	(19,888.00)	18,000.00		(1,888.00)
2	10123	54218	Firefighter Equipment	30,000.00	15,395.00		(5,000.00)	10,395.00
3	10123	54222	Rescue Truck Equipment	5,500.00	5,413.00		(5,000.00)	413.00
4	10123	54226	Equipment	12,000.00	11,681.00		(8,000.00)	3,681.00
5								0.00
6								0.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
					TOTAL	18,000.00	(18,000.00)	

13. Selection of Board of Finance liaison to Town of Waterford Board and Commission for a term of one year.

    a. Board of Education: _______________

14. Old Business:

    a. Board review of proposed updates to BOF policy 1.02. "Submission of Agenda Items".

    b. Continued discussion around revising BOF Policy 1.01, Board of Finance Budget Guidelines to include Performance Metrics.

15. New Business:

    a. Appointment of David Peabody to serve on the Ad Hoc Energy Task Force to fill vacancy left by the resignation Baird Welch-Collins.

16. Liaison Reports

17. Correspondence

    a. American Rescue Funds Quarterly Report 10/1/2022 – 12/31/2022.
    b. FY23 Capital Improvement Plan Quarterly Report
    c. Virginia Bielucki, Town Accountant, Periodic Financial Statements FY23 dated December 12, 2022
    d. Virginia Bielucki, Town Accountant, Status of General Fund Unassigned Balance dated December 13, 2022.
    e. Virginia Bielucki, Town Accountant, Status of Contingency FY23 dated December 12, 2022.
    f. Virginia Bielucki, Town Accountant, Status of Contingency FY23 dated December 13, 2022.

18. Adjournment

Glenn Patterson, Chairman

ECEIVED FOR RECORD
WATERFORD, CT
022 DEC 13 P 12: 53
TEST: [signature]
TOWN CLERK

Board of Finance
Regular Meeting Minutes

Wednesday, December 7, 2022
Town Hall Auditorium – 7:00 p.m.

Present: Glenn Patterson, John Sheehan (arrived at 7:02) Ronald Fedor, Robert Tuneski, Kevin Petchark, Joe Filippetti, David Peabody

Absent: Kevin Petchark

Elected: Jody Nazarchyk, Selectwoman, Dave Camp, Town Clerk

Staff: Kimberly Allen, Director of Finance
Shea Moses, Office Coordinator

1. Establishment of a quorum and call to order
A quorum was established and the Regular Meeting of the Board of Finance was called to order at 7 p.m., December 7, 2022 by Town Clerk David Campo.

2. Public Comment: None

3. Election of Chair:

Glenn Patterson was nominated to be the Chair.

Motion by Ronald Fedor and **seconded** by Robert Tuneski to open and approve the nomination.

Vote: 6-0-0 **Motion Passed.**

Motion by Ronald Fedor and **seconded** by Robert Tuneski to move that the nominations be closed.

Vote: 6-0-0 **Motion Passed.**

4. Election of Clerk:

John Sheehan was nominated to be the Clerk.

Motion by Joseph Filippetti and **seconded** by David Peabody to open and approve the nomination.

Vote: 6-0-0 **Motion Passed.**

Motion by Joseph Filippetti and **seconded** by Ronald Fedor to move that the nominations be closed.

Vote: 6-0-0 **Motion Passed.**

5. **Approval and acceptance of minutes:**
Regular Meeting on November 9, 2022

Motion by John Sheehan and **seconded** by Robert Tuneski to approve the minutes of the November 9, 2022 Regular Meeting.

Vote: 6-0-0 **Motion Passed.**

6. Pending BOS approval to consider and act on a request from Michael Howley, Director of Fire Services, in the amount of $25,000.00 to be moved from designated to appropriated from Capital and Non-recurring line # 20522-57794 Radio Equipment/Communications and forward to the RTM as required.

Finance Director Allen reported that the request was not approved by the BOS. It was discovered that pagers were not included in the original Radio Equipment Capital request, so the item was withdrawn from the BOS agenda.

Mr. Tuneski shared that there are 3 ways of communication in that Fire Departments communicate using radio, pagers and Streetwise. Which is a phone app. He explained that pagers are the best way to get people to respond to fires especially the volunteer fire fighters.

Finance Director Kim Allen, stated that a new request would most likely come back to the board as an unbudgeted item.

Based on information from the Finance Director and Mr. Tuneski no action is required for agenda item #6.

7. Pending BOS approval to consider an act on request from Marc Balestracci, Chief of Police, for an additional appropriation in the amount of $86,016.00 to update/renovate the evidence and armory within the police department.

Police Chief, Marc Balestracci stated the request is to fund two projects: updates/renovations of the Armory and the Evidence Room. This was to be an FY24 Capital Project request, however given time, contractor availability and parts availability the request is being made now to meet a state accreditation deadline February 2025. Chief Balestracci noted he first site visit and inspection as part of the accreditation is in February.

There was a discussion on the updated price changes for each item which now equals a total of $86,016 for both projects.

There was also a discussion from the Board and the Director of Finance on where/which account they would like the money to come from for these 2 projects. The Director of Finance recommended that it come from the Undesignated Fund Balance.

Motion by John Sheehan and **seconded** by Ronald Fedor to approve additional appropriation of $86,016 from the Capital and Non-recurring Undesignate line #205-31520 Undesignated Fund balance to a new Capital and non-recurring project number to be created and forward to the RTM as required.

Vote: 6-0-0 **Motion Passed.**

Chairman Patterson proposed to advance item 16 on the agenda to item 8 and renumber the agenda items accordingly to allow Steve Cardelle, Building Official, to address item 16 and not have to wait through the other agenda items which were exclusively business between the Board and the Finance director.

Motion by Joseph Filippetti and Seconded by Ronald Fedor to move Agenda item #16 up to #8 on the Agenda.

Vote: 6-0-0 **Motion Passed.**

8. To consider and act on a request from Kim Allen, Director of Finance, on behalf of the Building Department for a FY23 Out of Series Transfer as follows:

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10118	51120	Salary (Inspection)	174,632.00	152,855.00		(35,000.00)	117,855.00
2	10118	52030	Professional Services	750.00	0.00	30,000.00		30,000.00
3	10118	52050	Dues, Conferences, and Education	5,480.00	2,086.00	5,000.00		7,086.00
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		35,000.00	(35,000.00)	

Steve Cardelle, Building Official is requesting the Out of Series transfer due to new code books that are needed for the building inspectors due to the new state codes. The code books cost $1,500 each and are needed for each building official and other miscellaneous expenses are associated with the transfer request. He also noted the department's new hire is not licensed, will be taking classes, and also requires code books to be able to be supported.

John Sheehan made a comment that there is a need to get building inspectors so that we do not have to outsource inspectors so that we can keep it in house rather than hiring consultants.

Director of Finance, Kim Allen informed the Board-that the Town has hired a new Planning Director Johnathan Mullin, a Waterford Resident, who may come on board with new ideas on keeping inspections in house instead of outsourcing. Mr. Cardelle noted there is a state wide issue with being able to fill these positions.

Motion by John Sheehan and **seconded** by Ronald Fedor to approve the decrease of Building budget line 10118-51120 Salary (Inspection) by $35,000 and increase the Building budget line 10118-52030, Professional Services by $30,000 and increase the Building budget line 10118-52050, Dues, Conferences and Education by $5,000.

Vote: 5-0-1 **Abstain: Joseph Filippetti** **Motion Passed.**

9. Review and approval of the Board of Finance budget for FY24.

John Sheehan asked about the audit cost and the audit itself. Finance Director Allen mentioned that here were new regulations this year for leases and there will be new regulations next year as well. She also mentioned that she received the draft of last year's audit today and that the auditors still have a few things that need to be fixed. Finally, Director Allen noted and that the RFP for the FY24 audit will go out in February.

Motion by John Sheehan and **seconded** by Ronald Fedor to approve the budget for $70,159.

Vote: 6-0-0 **Motion Passed.**

10. Review and approval of the Contingency budget for FY24.

There was a discussion regarding the funds use and how it is supposed to cover increases within the budget and is generally unanticipated. Ronald Fedor made a point that it typically covers the departments on settling contracts. Chairman Patterson agreed with Mr. Fedor that there may be value in updating the budget guidelines around known contract settlements. John Sheehan made a comment that it always ends up unexpected because the departments were generally told no when they asked during the budget cycle.

Motion by John Sheehan and **seconded** by Robert Tuneski to approve the budget for $265,000.

Vote: 6-0-0 **Motion Passed.**

11. Review and approval of the Debt Service budget for FY24.

Mr. Fedor raised a question at the numbers and stated that the interest is increasing where the principal is decreasing, as he looked at the history.

Kim Allen stated that a couple of bonds do not have flat rates and the interest rates fluctuate. John Sheehan made a comment about having all graphs in color versus black and white. Kim Allen assured him that the book would be in color.

Chairman Patterson discussed the bar graph on page 2 and the expenditure history and raised questions about the numbers ranging from 7.5 to 8.1 million. Kim Allen states that the payment went up in FY22 ($7.9M), down in FY23 ($7.1M), peaks in FY24 ($8.1M), and then comes down.

Motion by John Sheehan and **seconded** by Robert Tuneski to approve the Debt Service budget for $8,148,250.

Vote: 6-0-0 **Motion Passed.**

12. Selection of Board of Finance liaisons to Town of Waterford Boards and Commissions' for a term of one year.

    a. Board of Education: Currently Vacant and is tabled for discussion for the January Board of Finance Meeting
    b. Board of Selectmen: Glenn Patterson
    c. Utility Commission: Robert Tuneski
    d. Recreation and Parks Commission: Robert Tuneski
    e. Police Commission: David Peabody
    f. Senior Citizen Commission: Joseph Filippetti
    g. Youth Service Advisory Council: Joseph Filippetti
    h. Emergency Management Advisory Council: John Sheehan
    i. Representative Town Meeting: Glenn Patterson

    There was a discussion regarding liaison item list A, Board of Education, to be tabled until the January Board of Finance meeting due to the absence of Board of Finance member Kevin Petchark.

    Motion by Ronald Fedor and **seconded** by David Peabody to approve all the Board of Finance Liaisons as listed in B through I.

    Vote: 6-0-0 **Motion Passed.**

13. Appointment of a Board of Finance member to serve on the Ad Hoc Committee to Screen Social Service Grant budgets for a term of one year December 2022 to December 2023.

    Ronald Fedor nominated for the position.

    Motion by John Sheehan and **seconded** by Robert Tuneski to approve the nomination.

    Vote: 6-0-0 **Motion Passed.**

14. Appointment of a Board of Finance member to the Fleet Management Ad Hoc Committee for a term of one year December 2022 to December 2023.

    Glenn Patterson nominated for the position.

    Motion by John Sheehan and **seconded** by Joseph Filippetti to approve the nomination.

    Vote: 6-0-0 **Motion Passed.**

15. Appointment of **two** Board of Finance members to serve on the RTM Long Range Fiscal Planning Committee for a term of one year December 2022 to December 2023.

    Glenn Patterson and Kevin Petchark are nominated for the position.

    Motion by John Sheehan and **seconded** by Joseph Filippetti to approve the nomination.

    Vote: 6-0-0 **Motion Passed.**

16. Old Business:
    a. Board review of proposed Board of Finance webpage data

    There was a discussion regarding the revisions needed for page 1 of the webpage data and the meeting dates, needs to add that the BOF normally meets on the second Wednesday of each month but can change due to "extenuating circumstances". For example, BOF meets on the third Wednesday of the month of May and July.

    Motion by John Sheehan and **seconded** by David Peabody to approve the Board of Finance webpage data as amended in the discussion.

    Vote: 6-0-0 **Motion Passed.**

    b. Board review of proposed Board of Finance Policy and Procedure Formatting and Numbering.

    Motion by John Sheehan and **seconded** by David Peabody to approve the Board of Finance Policy and Procedure Formatting and Numbering as presented.

    Vote: 6-0-0 **Motion Passed.**

c. Board review of proposed updates to BOF policy 1.02. "Submission of Agenda Items".

   There was a discussion regarding changing the time period in which the Board of Finance agenda is issued before the meeting giving the members enough time to review everything before the meeting. There was also a discussion about making the changes in RED for the next meeting.

   Motion by John Sheehan and seconded by Joseph Filippetti to table the discussion until the January Board of Finance.

   Vote: 6-0-0 **Motion Passed.**

d. Continued discussion around revising BOF Policy 1.01, Board of Finance Budget Guidelines to include Performance Metrics.

   Robert Tuneski is asking that all applicable departments should be able to codify what they are asking for by showing statistical measurability. There was a discussion and agreeance with Board of Finance members that the departments should be able to provide some metrics, they are not all going to be the same for all departments. Data presented will be a meaningful way to compare year to year that what is requested in the Budget is appropriate according to the backup information and performance metrics.

   Chairman Glenn Patterson stated that he had a discussion with Ronald Fedor and agreed Mr. Fedor be the Board's go-between with the First Selectman, who is working with the departments to develop the metrics.

   Finance Director, Kim Allen stated that the new software that Recs & Parks will be receiving will be able to pull such metrics in a report. She would also like to re-name the document something other than "Budget Guidelines".

   Board of Finance members agreed to carry the discussion as old business for the January Board of Finance meeting.

   There was a discussion about the latest property value assessments and how the home assessments have increased by 35-37% this year. They also discussed the concerns of the residents for tax time and setting the mill rate.

   The Board and the Finance Director all agree that they need to get the word out there to residents regarding the latest assessments and the increase in values as this will also affect homeowner's insurance rates with the market value.

17. New Business:

a. Board review and possible action on DRAFT Internal Control Policy.

Chairman Glenn Patterson has concerns regarding calling it a policy. He stated that it is more like an instruction to a person that doesn't really know the meaning of Internal Controls. Page 1 seems to be more specific to the Town as a whole versus page 5 which seems to be specific to Finance.

Mr. Peabody noted that many internal control policies outline disciplinary actions for policy violations. Discussion followed as to who has the means to enforce disciplinary action and if violations would be audit findings. It was also questioned as to whether Internal Controls is truly a BOF policy since the policy applies across town departments.

Director of Finance, Kim Allen will continue the discussion of the draft Internal Control Policy with HR and the First Selectman and report back to the BOF.

b. Board review of Board of Finance Director email regarding the 2022 year-end close out and the Audit Process.

Director of Finance, Kim Allen stated that this year's audit was difficult, as several departments were late turning in invoices and did not meet the year-end deadline with spending. There were several changes that had to be submitted to the auditors which resulted in more testing. The Director of Finance cannot see overall all of the department heads.

Starting in January Director of Finance, Kim Allen will be going to each Department doing audits which pertains to reviewing invoices, documents, procedures. The big issue with the end of the year audits is not receiving or receiving late information from the department heads, especially where purchases fall under the Purchase orders threshold amount.

Finance should not have to chase down in the information needed for the audits at the end of the year. There was some discussion of holding department heads accountable for the future.

John Sheehan requested to see where funds were encumbered but not spent. Director Allen said that any encumbrances will now be added to the Quarterly Capital Reports.

Chairman Glenn would like to see a Board of Finance policy in the near future regarding year-end closing.

c. Finance Director Update on potential legislation needed to close-out the High School and Friendship School Project.

Kim Allen, Finance director contacted the state regarding both the high school and the Friendship school projects. Board of Ed Finance Director Joseph Mancini has signed off on the audit identifying that $790,741 of the costs of high school construction were ineligible for state reimbursement, therefore the money is owed back to the state.. Director Aleen noted that the town has not yet been invoiced by the State.

Selectwoman Jody Nazarchyk noted that the school building committee should get together to meet on the issue as they were unaware of the money owed to the state.

Regarding the Friendship school project there was a discussion of the property itself and when the building reverts to town ownership. It was stated that the town takes ownership only if Learn vacates the building or when the building is 20 years old.

There was also a discussion to add the appointment of David Peabody to the Ad Hoc Energy in new business for the January Board of Finance meeting.

18. Liaison Reports: Robert Tuneski reports that he met with both new Directors Ryan McNamara, Recreation and Parks and James Bartelli, Utility Commission are both busy and seem to be diving in and doing well.

19. Correspondence

a. Virginia Bielucki, Town Accountant, Periodic Financial Statements FY23 dated November 9, 2022.
b. Virginia Bielucki, Town Accountant, Status of General Fund Unassigned Balance dated November 9, 2022.
c. Virginia Bielucki, Town Accountant, Status of Contingency FY23 dated November 9, 2022.

20. Adjournment

Motion by John Sheehan and **seconded** by Ronald Fedor to adjourn the Regular Meeting.

Vote: 6-0-0 **Motion passed.**

Meeting adjourned at 9:00 p.m.

Respectfully submitted,

John Sheehan, Clerk

Shea Moses, Office Coordinator

Board of Finance **Liaison Appointments** **2022-2023**

Board/Commission/Committee	Liaison	Notes
Ad Hoc Committee to Screen Social Service Grant Budgets	Ronald Fedor	12/2022-12/2023
Board of Education	Vacant	Will vote next BOF
Board of Selectman	Glenn Patterson	12/2022-12/2023
Emergency Management Advisory Council	John "Bill" Sheehan	12/22-12/2023
Fleet Management Ad Hoc Committee	Glenn Patterson	12/2022-12/2023
Long Range Fiscal Planning Committee (RTM)	Kevin Petchark	12/2022-12/2023
Long Range Fiscal Planning Committee (RTM)	Glenn Patterson	12/2022-12/2023
Recreation & Parks Commission	Robert Tuneski	12/2022-12/2023
Retirement Commission (2 years)	Kevin Petchark	12/2021-12/2023
Representative Town Meeting (RTM)	Glenn Patterson	12/2021 - 12/2022
Police Commission	David Peabody	12/2022-12/2023
School Building Committee	Robert Tuneski	2/2022 - 6/2022 7/2022 - 6/2023
Senior Citizens Commission	Joe Filippetti	12/2022-12/2023
Utility Commission	Robert Tuneski	12/2022-12/2023
Youth Services Advisory Council	Joe Filippetti	12/2022-12/2023

#4

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

December 21, 2022

Mr. Glenn Patterson
Chairman
Board of Finance
15 Rope Ferry Road
Waterford, CT 06385

Mr. Patterson,

At their December 20, 2022 meeting, the Board of Selectmen voted to approve an additional appropriation request from Mr. Michael Howley, Director of Fire Services, in the amount of $25,000 for the purchase of new and replacement pages.

As Finance Director, I recommend that the Board of Finance consider funding this additional appropriation from the FY23 Contingency Account. The current balance in the Contingency Account is $261,729.

Respectfully,

Kimberly Allen

Kimberly Allen
Finance Director

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

January 9, 2023

Mr. Glenn Patterson
Chairman
Board of Finance
15 Rope Ferry Road
Waterford, CT 06385

Dear Chairman Patterson,

The Board of Selectmen, at the meeting on Tuesday, December 20, 2022 voted to approve the following request for an additional appropriation;

Fire Services: To consider and act on the following request for an additional appropriation to fund a new Capital Project from Fire Services Director, Michael Howley, in the amount of $25,000 for the replacement upgrade of pagers for the volunteers, if approved to forward to the Board of Finance.

Therefore, I respectfully request that you consider and act on this request. I have attached pertinent back up material from the designated department.

Sincerely,

Robert Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance

Office of the Director
Waterford Fire Department
204 Boston Post Road
Waterford CT. 06385

December 08, 2022

First Selectman Rob Brule
15 Rope Ferry Road
Waterford, CT 06385

Re: Request Funds for Capital Project Pagers

On behalf of the Waterford Fire Services, I would like to request funding of $25,000 for the replacement upgrade of pagers for our Volunteers. This project has been evaluated and the need to replace and purchase upgraded pagers to increase our Volunteer response is needed. Many pagers were serviced/repaired and many items came out of service and are older style. Most of these pagers were purchased between 1992 & 2003, have met, and exceeded their life expectancy. Currently these old pagers are using low band radio that will go out of service in a couple of years as we will no longer maintain. Newer pagers are on our high band system have better range and capabilities. With the age and condition, I am recommending the purchase of replacement paging equipment for our Volunteer personnel. Copies of pricing for paging equipment is attached to this request. I estimate cost of $25,000 or less to complete equipment replacement of 35 new Pagers. We have two Vendors we can purchase these items from and recommend going with lower quote.

Director,

M.J.H. 12\20\22 BOS- approved

~~Chief~~, Michael J. Howley

C. C. file

TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM
2022-2023 FISCAL YEAR REQUEST

DEPARTMENT/AGENCY
Waterford Fire Services

CONTACT PERSON
Chief Michael J. Howley

PROJECT NAME
Pagers Replacment Program

DEPARTMENT PRIORITY
1

1 DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)

This request is for the purchase of 35 Unication G4 800 mhz pagers to work on the Waterford high band system. These pagers will replace low band system pagers that have come out of service and out dated. These older models are not worth repairing or upgrading as technology has changed. Many of our active volunteers do not have a pager or one that works properly. This is a critical part of our Volunteer responces.

2 PROJECT STATUS IF IN PROGRESS

Gathering quotes for equipment and programing

3 LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST

This project enhances our communication project with radios for our personnel. Better notifications and communicaions during responces prior to getting on scene.

4 DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)

5 GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)

6 ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)

7 COST/FUNDING SOURCE

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2023				
1	Current Year Capital		25,000				
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR						
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	0	25,000	0	0	0	0

COMMUNICATIONS PLUS LLC

84 SALEM TURNPIKE
NORWICH, CT 06360

Telephone: (860) 886-4408
Fax: (860) 889-3016

November 18, 2022

Michael Howley
Director of Fire Services
204 Boston Post Road
Waterford, CT 06385

RE: Pager

$683.55 each

QTY.	ITEM NO.	DESCRIPTION	PRICE EACH	TOTAL
		G4 700/800 mhz with Desktop Charger		
30	G4VP	Unication G4 700/800Mhz pager with battery, antenna, and 2 year warranty	$598.50	$17,955.00
30	GS9XBRC	Desktop charger with power supply	$85.05	$2,551.50
			Total	$20,506.50
			35 units	$23,924.00
		~~**G4 700/800 with Amp Charger**~~		
30	G4VP	~~Unication G4 700/800Mhz pager with battery, antenna, and 2 year warranty~~	$598.50	$17,955.00
30	GS999CA	~~Amp Charger~~	$141.75	$4,252.50
			Total	$22,207.50
		~~**G5 VHF & 700/800Mhz with Desktop Charger**~~		
30	G5VHF	~~Unication G5 VHF & 700/800Mhz pager with battery, antenna, and 2 year warranty~~	$688.50	$20,655.00
30	GS9XBRC	~~Desktop charger with power supply~~	$85.05	$2,551.50
			Total	$23,206.50

Note: I know we have created a file and work with dispatch for the prior pagers. If different we would need to know.

Notes:
1) Terms: 30 days. Invoices not paid in 45 days may be subject to 1 1/2% late fee
2) Quote good for 30 days

Thank You
Steven G. Goudreau

Goosetown COMMUNICATIONS

7A Old Windsor Rd • Bloomfield, CT 06002
(888) 466-7386 • FAX (845) 268-5345

Products

Description		Price	Qty	Ext. Price
CT-19PSX0088	**Use on orders purchased under CT 19PSX0088 contract.** Use on orders purchased under CT 19PSX0088 contract.	$0.00	1	$0.00
UNC-G4VP	**Unication G4 Single Band P25 Voice Pager - 700-800 MHz** Unication G4 Single Band P25 Voice Pager - 700-800 MHz	$598.50	50	$29,925.00
UNC-GS9XBRC-SXXXEN	**Unication G2-G5 Standard Desktop Charger (Power Cable & Supply NOT INCLUDED)** Unication G2-G5 Standard Desktop Charger (Power Cable & Supply NOT INCLUDED)	$85.05	50	$4,252.50
LABOR-PROGRAMMING-FLAT	**Programming of Radios, Pagers.** Programming of Radios, Pagers.	$31.00	50	$1,550.00
			Subtotal:	**$35,727.50**

714 50 each

#9

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

December 12, 2022

Mr. Glenn Patterson
Chairman
Board of Finance
15 Rope Ferry Road
Waterford, CT 06385

Dear Chairman Patterson,

The Board of Selectmen, at the meeting on Tuesday, December 06, 2022 voted to approve the following request for an Out of Series Transfer;

Information Technology Department: To consider and act on the following request for an Out of Series Transfer from the IT Manager, Jeffrey Robillard, in the amount of $20,273 due to IT infrastructure support services needed.

Therefore, I respectfully request that you consider and act on this request. I have attached pertinent back up material from the designated department.

Sincerely,

Robert Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance

TOWN OF WATERFORD
TRANSFER REQUEST FORM
Out of Series Transfer Request

IT DEPARTMENT
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10147	51210	CLERICAL AND TECHNICAL	125,787.00	74,121.91		20,273	94,395
2	10147	52043	SERVICE CONTRACTS INFO	773,609.00	238,412.37	10,000		248,412
3	10147	54130	COMPUTER EQUIPMENT	99,909.00	68,819.83	10,273		79,093
4								0
5								0
6								0
7								0
8								0
9								0
10								0
								0
								0
					TOTAL	20,273	20,273	

Explanation

FOR THE PURCHASE OF A NON-EXPIRING BLOCK OF TIME FOR IT INFRASTRUCTURE SUPPORT SERVICES AND FUNDING THE PURCHASE OF A IN IMMUTABLE BACKUP SOLUTION CAPABLE OF RAPID RANSOMWARE RECOVERY AND CLOUD BASED OFFSITE ARCHIVAL.

Jeffrey Robillard
Department Head

11/30/2022
Date

Director of Finance

Date

BOS
First Selectman

12/6/22
Date

Commission/Board Approval

Date

revised 9/9/20

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

ACCOUNT	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
10147 INFORMATION TECHNOLOGY EXPENDI							
51110 ADMINISTRATION							
10147 51110 ADMINISTRATION	118,100.00	0.00	118,100.00	50,480.14	0.00	67,619.86	42.7%
51210 CLERICAL AND TECHNICAL							
10147 51210 CLERICAL AND TECHNICAL	125,787.00	0.00	125,787.00	51,665.09	0.00	74,121.91	41.1%
51810 OVERTIME							
10147 51810 OVERTIME	5,000.00	0.00	5,000.00	154.89	0.00	4,845.11	3.1%
51920 F.I.C.A.							
10147 51920 F.I.C.A.	19,041.00	0.00	19,041.00	6,201.91	0.00	12,839.09	32.6%
52043 SERVICE CONTRACTS INFORMATION							
10147 52043 SERVICE CONTRACTS INFORMATION	773,609.00	0.00	773,609.00	359,872.17	185,324.46	228,412.37	70.5%
52050 DUES CONFER							
10147 52050 DUES CONFER	15,080.00	0.00	15,080.00	0.00	0.00	15,080.00	.0%
52070 REIMBURSABLE EXPENSES							
10147 52070 REIMBURSABLE EXPENSES	500.00	0.00	500.00	11.63	0.00	488.37	2.3%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52080 TELEPHONE							
10147 52080 TELEPHONE	1,815.00	0.00	1,815.00	0.00	0.00	1,815.00	.0%
54010 FURNITURE							
10147 54010 FURNITURE	1,550.00	0.00	1,550.00	0.00	0.00	1,550.00	.0%
54130 COMPUTER EQUIPMENT							
10147 54130 COMPUTER EQUIPMENT	99,909.00	0.00	99,909.00	22,216.02	8,873.15	68,819.83	31.1%
TOTAL GENERAL FUND	1,160,391.00	0.00	1,160,391.00	490,601.85	194,197.61	475,591.54	59.0%
TOTAL EXPENSES	1,160,391.00	0.00	1,160,391.00	490,601.85	194,197.61	475,591.54	

#5

Office of the Director
Waterford Fire Department
204 Boston Post Road
Waterford CT. 06385

Date: 12/28/22

RE: Radio Communications CIP line item #20522-57794
Request for funds to be moved from designated to appropriated in the amount of $239,728.50

Attached is a list of past inventory, current inventory of Waterford Fire Radios and future needs. This request for funding would start the Radio communications CIP Project with upgrades and purchases of (45) new portable radios and (15) vehicle chargers. This would give us 90 portables Town wide for fire services as shown on attached distribution chart.

Director,

MJH

Michael J. Howley

C. C. file

Waterford Fire Department 2022-2033

	Mobiles	Portables	Vehicle Charger	Base Units	Total Units
2015-2016 Review of Communications	40	152	7	6	205
2022 Review of Communications	29	45/83=128	2	6	165
Radio Needs 2023 CIP Project	31	45	15	6	96
Breakdown 2023 CIP project					
Dir/FMO	4	4	4	1	13
Career FF		15			15
Part-time FF		12			12
Vol Chiefs	5	10	10	5	35
Vol FF		30			30
Fire Police		15			15
Apparatus	21				
Spare	1				
		2014 Radios (45) to be reprogramed for Volunteers & Fire Police			

TACTICAL COMMUNICATIONS
POWERED BY Goosetown

We have prepared a quote for you

Waterford Fire - VP8000's

Quote # 006326 v2

New Portable Radio's

Prepared for:

Waterford Fire Department

Michael Howley
mhowley@waterfordct.org

Prepared by:

Tactical Communications

Anthony Lillo
ALillo@goosetown.com

TACTICAL
COMMUNICATIONS
Powered By Goosetown

29 Soundview Road • Guilford, CT 06437
(203) 453-2389 •

12/27/22

Products

Description		Price	Qty	Ext. Price
Special 30% off EFJ Viking CLMRN pricing				
CT-19PSX0088	**Use on orders purchased under CT 19PSX0088 contract.** Use on orders purchased under CT 19PSX0088 contract.	$0.00	1	$0.00
VP8000GRF2	**Kenwood/EF Johnson Viking VP8000, M2, GREEN** Kenwood/EF Johnson Viking VP8000, M2, GREEN	$1,648.50	45	$74,182.50
832VP8000-7800	**Kenwood/EF Johnson Viking VP8000 7/800 MHz** Kenwood/EF Johnson Viking VP8000 7/800 MHz	$458.50	45	$20,632.50
VHF Band Option				
832VP8000-VHF	**Kenwood/EF Johnson Viking VP8000 VHF** Kenwood/EF Johnson Viking VP8000 VHF	$458.50	45	$20,632.50
UHF Band Option				
832VP8000-UHF	**Kenwood/EF Johnson Viking VP8000 UHF 380-520 MHz** Kenwood/EF Johnson Viking VP8000 UHF 380-520 MHz	$458.50	45	$20,632.50
KRA-47MB	**Kenwood Viking Wideband antenna** Kenwood Viking Wideband antenna	$72.80	45	$3,276.00
KNB-L3M	**Kenwood Li-ion 3400mAh (High Capacity)** Kenwood Li-ion 3400mAh (High Capacity)	$141.75	45	$6,378.75
V2-G4KC221-S	**Kenwood FIRE SPEAKER MIC, OTTO, 500°F, IS, VP-T** Kenwood FIRE SPEAKER MIC, OTTO, 500°F, IS, VP-T	$424.15	45	$19,086.75
8322000002	**Viking P25 Conventional** Viking P25 Conventional	$266.00	45	$11,970.00
8322000005	**Viking P25 Phase 1 Trunking (Requires option 8322000002)** Viking P25 Phase 1 Trunking (Requires option 8322000002)	$94.50	45	$4,252.50
8322000006	**Viking P25 Phase 2 TDMA (Requires option 8322000005)** Viking P25 Phase 2 TDMA (Requires option 8322000005)	$304.50	45	$13,702.50
8326000006	**Viking 1024 Channels/Talkgroups (standard)** Viking 1024 Channels/Talkgroups (standard)	$0.00	45	$0.00
8323000005	**Viking ARC4 Encryption** Viking ARC4 Encryption	$0.00	45	$0.00

TACTICAL COMMUNICATIONS

Powered By Goosetown

29 Soundview Road • Guilford, CT 06437
(203) 453-2389 •

Products

Description		Price	Qty	Ext. Price
8326000039	**Viking WiFi** Viking WiFi	$0.00	45	$0.00
8326000025	**Viking Bluetooth** Viking Bluetooth	$77.00	45	$3,465.00
8326000033	**Viking Bluetooth Low Energy** Viking Bluetooth Low Energy	$0.00	45	$0.00
8324000003	**Viking Over-The-Air-Programming** Viking Over-The-Air-Programming	$150.50	45	$6,772.50
8326000015	**Viking 25KHz DISABLED** Viking 25KHz DISABLED	$0.00	45	$0.00
VL-8001	**Kenwood/EF Johnson Factory activation of radio options** Kenwood/EF Johnson Factory activation of radio options	$0.00	45	$0.00
KSC-32	**Kenwood Rapid rate single unit charger for KNB-31A/32N/33L/41NC/43L/47L/48L/50NC** Kenwood Rapid rate single unit charger for KNB-31A/32N/33L/41NC/43L/47L/48L/50NC	$67.65	45	$3,044.25
5084600100	**Kenwood/EF Johnson Viking SHOULDER STRAP, LEATHER, HEAVY DUTY, VP-H/VP-T** Kenwood/EF Johnson Viking SHOULDER STRAP, LEATHER, HEAVY DUTY, VP-H/VP-T	$52.50	45	$2,362.50
R50843LF3001	**Kenwood Viking VP6000 L3 Leather Case D Rings** Kenwood Viking VP6000 L3 Leather Case D Rings	$56.25	45	$2,531.25
Vehicle Chargers				
KVC-23V	**Kenwood Viking VEHICULAR CHARGER WITH HI-CAP BATTERY C-CLIP, VP-T** Kenwood Viking VEHICULAR CHARGER WITH HI-CAP BATTERY C-CLIP, VP-T	$254.10	15	$3,811.50
Not approved by State of Connecticut at this time. To be considered ROM pricing only.				

Subtotal: **$216,733.50**

$4,816.30 each Portable

TACTICAL COMMUNICATIONS
POWERED BY Goosetown

29 Soundview Road • Guilford, CT 06437
(203) 453-2389 •

Waterford Fire - VP8000's

Prepared by:

Tactical Communications
Tony
(888) 466-7386

ALillo@goosetown.com

Prepared for:

Waterford Fire Department
204 Boston Post Road
Waterford, CT 06385
Michael Howley
(860) 440-0544
mhowley@waterfordct.org

Bill To:

Waterford Fire Department
204 Boston Post Road
Waterford, CT 06385
Michael Howley
(860) 440-0544
mhowley@waterfordct.org

Quote Number: 006326 • **Version:** 2 • **Quote Date:** 12/28/2022 • **Expiration Date:** 01/31/2023

Quote Summary

Description	Amount
Products	$216,733.50
Total:	**$216,733.50**

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Waterford Fire Department

Signature: ______________________

Name: ______________________

Title: ______________________

Date: ______________________

TACTICAL COMMUNICATIONS
POWERED BY Goosetown

We have prepared a quote for you

Waterford - Harris XL200P Portable CLMRN Feature Portable Radio – Upgrades

Quote # 006412 v1

Prepared for:

Waterford Fire Department

Michael Howley
mhowley@waterfordct.org

Prepared by:

Tactical Communications

Anthony Lillo
ALillo@goosetown.com

TACTICAL
COMMUNICATIONS
Powered By
Goosetown

29 Soundview Road • Guilford, CT 06437
(203) 453-2389 •

Products

Description		Price	Qty	Ext. Price
CT-19PSX0088	**Use on orders purchased under CT 19PSX0088 contract.** Use on orders purchased under CT 19PSX0088 contract.	$0.00	1	$0.00
HAR-YRXL-PL4F	**Harris TAC FEATURE,P25 PHASE 2 TDMA** Harris TAC FEATURE,P25 PHASE 2 TDMA	$200.00	45	$9,000.00
HAR-YRXL-LLA	**Harris TAC FEATURE,LINK LAYER AUTHENTICATION** Harris TAC FEATURE,LINK LAYER AUTHENTICATION	$80.00	45	$3,600.00
HAR-YRXL-PL9F	**Harris TAC FEAT,P25C FALLBACK/MSFAILSOFT(XL,XS)** Harris TAC FEAT,P25C FALLBACK/MSFAILSOFT(XL,XS)	$200.00	45	$9,000.00
			Subtotal:	**$21,600.00**

Labor

Description		Price	Qty	Ext. Price
LABOR-PROGRAMMING-FLAT	**Programming of Radios, Pagers.** Programming of Radios, Pagers.	$31.00	45	$1,395.00
			Subtotal:	**$1,395.00**

TACTICAL
COMMUNICATIONS
POWERED BY Goosetown

29 Soundview Road • Guilford, CT 06437
(203) 453-2389 •

Waterford - Harris XL200P Portable CLMRN Feature Upgrades

Prepared by:

Tactical Communications

Tony
(888) 466-7386

ALillo@goosetown.com

Prepared for:

Waterford Fire Department

204 Boston Post Road
Waterford, CT 06385
Michael Howley
(860) 440-0544
mhowley@waterfordct.org

Bill To:

Waterford Fire Department

204 Boston Post Road
Waterford, CT 06385
Michael Howley
(860) 440-0544
mhowley@waterfordct.org

Quote Number: 006412 • **Version:** 1 • **Quote Date:** 01/03/2023 • **Expiration Date:** 01/18/2023

Quote Summary

Description	Amount
Products	$21,600.00
Labor	$1,395.00
Total:	**$22,995.00**

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Waterford Fire Department

Signature: ______________________

Name: ______________________

Title: ______________________

Date: ______________________

Sarah, I would like to get going on our ISO report please contact me when you have a minute.

You can help protect First Responders and Highway Workers.

Turn On your Emergency Flashers, Slow Down, and Move Over

Thankyou,

Michael J. Howley
Director/Chief of Fire Services
Town of Waterford
Public Safety Complex
204 Boston Post Road
Waterford, CT 06385
mhowley@waterfordct.org
Office: (860) 440-0544
Cell: (860) 235-0888

Town of Waterford CONNECTICUT

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#6

FIFTEEN ROPE FERRY ROAD

Town of Waterford

WATERFORD, CT 06385

TO: Mr. Robert J. Brule - First Selectman
FROM: James A. Bartelli – Director of Utilities
DATE: December 9, 2022

RE: Utility Commission – Capital Improvements Plan FY 24-28

Dear First Selectman Brule,

In summary, the major funding requests for FY 24 from CYC and Transfers to CNR are as follows:

- Contract #1 Sewer Interceptor Basement Access. Contract #1 is the Town's very first sewer construction project, which commenced in 1970. This mainline interceptor traverses through heavy wooded areas and wet soils. Access to the mainline and manholes are becoming increasingly challenging. Accessibility is crucial in order to conduct a full assessment evaluation and to provide timely access to conduct immediate or corrective repairs to the sewer main or structures. This project will entail the re-creation of the original easement access or creation of alternate access points. Total - $500K / yr. FY 24, 25 & 26 from CYC.

- Funding for the rehabilitation of the Old Norwich Rd Pump Station. The Old Norwich Road Wastewater Pumping Station was built in 1976 The components of the station are original, utilizing the initial antiquated technology for which parts are more difficult to procure, NFPA compliance and various components are in need upgrades. Current needs for this station include the replacement of variable frequency drives, replacement of the main electrical service panel; pumps control panel and instrumentation, replacement of the old inefficient main pumps and upgrading of the station's air handling components. There is a current ARPA allocation of $1,152,300 and a CNR designation of $544,000 in LI # 20531-57816. This project was placed out bid 6/30/22 all bids received far exceeded our available funding. The average costs of the bids received was $ 2,030,088. An additional appropriation of $400,000. from CYC is requested to fully fund this project.

- Bloomingdale Rd. Water Pressure Improvements. Our request is to initiate a five-year funding schedule for infrastructure improvements associated with the need to increase the water pressure at the Gallows Lane/Bloomingdale Rd. area $440K/yr. for the next five years. Total $2.2M from Transfers to Capital & Nonrecurring.

- Maintenance Division Shop Storage Building. The purpose of this request is to secure funding for the construction of a small (40' x 60') metal storage building to be located at the southwestern corner of the Municipal Complex site. In 2007 the WUC maintenance shop was expanded from 3,100 sf. to about 8,700 sf. Since 2007, our operational and infrastructure repair responsibilities have expanded due to our aging system. We employ more staff, and have more equipment; therefore, the need for more space. This small storage building will be used to store and protect equipment, materials and accessories – Metal Storage Building $90K from CYC

- Plastic Water Service Replacement.
  Initiate a multi-year funding schedule and program for the replacement of plastic water services. This will be in conjunction with the DPW roads improvement program. Schedule - $100/yr. from CYC for the next five years and beyond until all the plastic services in Waterford are replaced.

- Pump Station Exterior Improvements. Continuing our roof, siding, driveways and other exterior improvements at various stations. $50K from CYC.

Regarding the Fleet Plan, an appropriation of $530,000 is being requested in order to procure a large diameter mobile emergency by-pass pump for our main pumping station and for the purchase of heavy machine equipment necessary to conduct routine and emergency infrastructure repairs and smaller scale infrastructure improvements. Currently our excavation and construction related rehabilitation activities are outsourced due to our lack of the required equipment. Our staff is continually conducting more in-house preventive and corrective activities at our pumping stations and on our collection system. Conducting these activities in-house results in significant cost savings as compared to using private contractors, even more so on an emergency basis. As part of our program to conduct more in-house activities the WUC is requesting within the Fleet Plan, the acquisition of an excavator, skid steer, truck, trailer and related attachments. As our system continues to age the need for this equipment has become more prevalent.
The following items are recommended for purchase: Emergency By-Pass Pump (211,000), excavator ($65,460), excavator attachment options ($23,300), skid steer ($100,000), manhole saw cutter ($33,000), lifting forks ($1,122), Dump Truck (82,600) and Equipment trailer ($12,600)

Respectfully Submitted,

James A. Bartelli

Director of Utilities.

Cc. Utility Commission
Kimberly Allen – Finance Director

TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM
2023-2024 FISCAL YEAR REQUEST

DEPARTMENT/AGENCY Utility Commission	**CONTACT PERSON** James A. Bartelli Director
PROJECT NAME Contract #1 Sewer Interceptor Access	**DEPARTMENT PRIORITY** 1

1	**DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)**
	Contract #1 is the Town's very first sewer construction project, it commenced in 1970. This mainline interceptor traverses through heavy wooded areas and wet soils. Access to the mainline and manholes are becoming increasingly challenging. Accessibility is crucial in order to conduct a full assessment evaluation and to provide timely access to conduct immediate or corrective repairs to the main or structures. This project will entail the re-creation of the original easement access or creation of alternate access points.
2	**PROJECT STATUS IF IN PROGRESS**
	Not in Progress.
3	**LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST**
	Accessibility will allow our staff to conduct our sewer system evaluation survey.
4	**DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)**
	Minimal impact on operational budget, however, accessability will allow staff to conduct routine and emergency repairs in a timely manner, in lieu of creating access on a emergency basis which will be far costly.
5	**GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)**
6	**ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)**
	Map of area attached.
7	**COST/FUNDING SOURCE**

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2024	FY2025	FY2026	FY2027	FY2028
1	Current Year Capital		500,000	500,000	500,000		
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR						
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	0	500,000	500,000	500,000	0	0

Contract #1 Sewer Interceptor

Access

Funding is required for engineering, permitting, contract documents, bidding and ultimately construction.

In order to obtain a budget costs estimate for this project, contract documents will have to be prepared.

There is much to consider when developing a costs estimate for this project. This project entails proper planning and coordinated efforts with other Town and State agencies.

In the absence of engineered specifications and costs estimates, an example of minimal material costs only is as follows:

Material Estimates for formation of sub-grade

10" of 6-10 Riprap X 12' x 13,000' = 4,815 CY @ $26.00/ CY = $125,190

10" of 1.5" Process x 12" x 13,000' = 4,815 CY @ $22.00/CY= $105,930

These estimated materials costs are simply an example and do not reflect any contracted costs nor any of the other component costs required to reconstruct an easement access. The installation of cross culverts, geotextiles and other earth materials will be required, additionally; wetlands mitigation costs is a major consideration.

The objective of this CIP request is to create an awareness of a current condition in effort to obtain the necessary funding for engineering services to develop the needed contract documents to correct this deficiency.

The goal is to obtain readily assessable access to at a minimum, each Sewer manhole within the Contract #1 project area. Consideration of acquiring alternative easement points may be an option, however will possess similar engineering challenges.

As aforementioned, Contract #1 is the Town's very first sewer construction project, which commenced over 50 years ago. The main is 48" in diameter and constructed of concrete. Over 30 manhole structures are sporadically located within the 13,000' pipeline. Contract #1 is the sole means of wastewater conveyance for the entire Town of Waterford, entire Town of East Lyme and portions of New London. The Utility Commission continually conducts sewer system evaluation surveys (SSES) of our infrastructure utilizing our state of the art robotic pipeline camera system. We have only been able to conduct spot inspections of manholes in a few areas of Contract #1 that were assessable by foot. We are unable to inspect the pipeline itself, as truck access is required to install the pipeline camera transporter, which is tethered to the truck.

This project, in whole or in part, could be conducted in-house in the event that the heavy equipment funding request within this year's CIP Fleet Request is approved.

The purpose of obtaining access is not solely to perform our SSES. Access is required to perform cleaning of the main to remove years of sediment accumulation and re-line manhole structures. The ability to access all points of the interceptor to perform corrective and emergency repairs is paramount.

PART OF SEWER CONTRACT 1

#7

OFFICE OF THE SUPERINTENDENT
THOMAS W. GIARD III
Waterford Public Schools
15 Rope Ferry Road, Waterford, CT 06385
860-444-5852

TO: Robert J. Brule, First Selectman

FROM: Thomas W. Giard III, Superintendent of Schools TG

DATE: December 12, 2022

RE: Clark Lane Chiller Status

CC: Pat Fedor, Chair, Waterford Board of Education
Jay Miner, Director of Facilities, Waterford Public Schools
Joe Mancini, Director of Finance, Waterford Public Schools

Thank you for meeting with me last Tuesday, December 6, 2022 in your office regarding the current status of the Clark Lane Middle School chilled water system. The chilled water system is responsible for supplying air conditioning throughout approximately 70% of the building, including all academic classrooms.

The CLMS chilled water system lost 50%, or one of the two chillers, in June of 2022. One of the two chillers has been completely offline and non-functioning since that time. The remaining chiller has been operational during this time but that is not a long term solution.

In November of 2022, we hired van Zelm Heywood & Shadford, Inc. (van Zelm) Engineers to perform an evaluation of the chilled water system given the age of the system and the relative inability to acquire parts on a consistent basis. The conclusions of that report are:

- **"Based on the age, condition, and inefficiency of the chilled water system, we do not feel that investing additional monies in repairs would be in the school district's best interest. Also, given the long lead times for parts, we have a big concern with lengthy downtimes, should there be further chiller failures. We would recommend that the chilled water system be replaced in its entirety."**
- **"We strongly recommend that the School District carry out this upgrade to the Building Automation System as soon as possible."** The building automation system are the HVAC controls for the HVAC system.

A copy of the full evaluation is attached for your reference.

Given the recommendations from van Zelm, we are asking you to consider any and all funding mechanisms available to you given that supply chain issues put this 40 or more weeks out. I am happy to meet with you again should you have any questions after reviewing this memo and report.

TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM
2023-2024 FISCAL YEAR REQUEST

DEPARTMENT/AGENCY
Board of Education

CONTACT PERSON
Joseph Mancini

PROJECT NAME
CLMS HVAC - Chiller Replacements

DEPARTMENT PRIORITY
1

1 DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project):

Clark Lane Middle School was built in 1952 with a renovate like new that was completed in 2006. The existing cooling solution relies on 300 tons of air cooled chillers, while the heat is as of 2018 are two natural gas boilers with steam perimeter heating and heat exchangers which supply hydronic heat to coils in the rooftop units paired with the original piping from 1952. The 2018 installation of Natural Gas provides the town with the opportunity to find lower cost cooling and heating solutions, which are timed with the expected end of life for the air cooled chillers. In the fall of 2022 one of the two cooled air chillers has failed, an independent evalution from the engineering company Van Zelm recommended the replacement of both air chillers. This request is to replace both air chillers and the electronical controls for the system.

2 PROJECT STATUS IF IN PROGRESS

N/A

3 LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST

N/A

4 DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)

There's a potential for a reduction in electrical costs, as the replacement system should be more energy efficient.

5 GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)

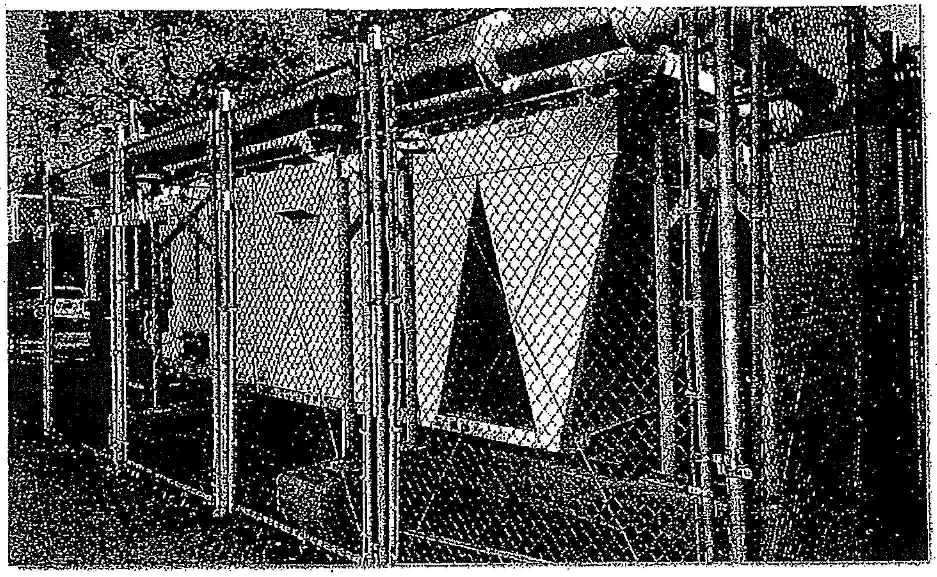
N/A

6 ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)

Esimate is attached

7 COST/FUNDING SOURCE

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2024	FY2025	FY2026	FY2027	FY2028
1	Current Year Capital						
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR		802,000				
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	0	802,000	0	0	0	0



Chilled Water System Evaluation

for

Clark Lane Middle School
105 Clark Ln,
Waterford, CT 06385

Prepared for:

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

Prepared by:

van Zelm Heywood & Shadford, Inc.
10 Talcott Notch Road
Farmington, CT 06032

Date:
November 18, 2022

van Zelm Project #: 2019141.01
rev 0

VANZELM
ENGINEERS

Table of Contents

1

Executive Summary

Introduction

In November of 2022, van Zelm Heywood & Shadford, Inc. (van Zelm) was hired by Waterford Public Schools to evaluate the existing Chilled Water System for Clark Lane Middle School, located at 105 Clark Ln, Waterford, CT 06385.

This report describes the work performed by van Zelm during this evaluation and outlines our findings and recommendations.

Goals and Objectives

The main objective is to conduct a high-level review of the Chilled Water Systems and identify any major issues or deficiencies with the system and provide recommendations and cost estimates.

Evaluation Process

The evaluation process followed for this project consisted of the following phases of work:

A. Field Evaluations

A site visit was performed to inspect the Chilled Water Systems. This included the following tasks:

1. Visual inspection of the various components of the chilled water systems.
2. Interview Facilities personnel for the purposing of gaining insight into how the various systems have been performing.

Participants and Contributors

The parties involved in the evaluations were:

van Zelm Heywood & Shadford, Inc.

- Jay Miner (Waterford Public Schools)
- Robert Ayer (Senior Consultant)
- Bill Donald (Team Leader)

2

Basic Chilled Water System Overview

A general overview of the chilled water system is described below. Please note: the listing below does not capture all the MEP systems within the school, just the systems that are relevant to our evaluation.

1. Chillers

   There are currently two exterior pad mounted Aaon Air Cooled Chillers, each with 150-ton capacity. Each chiller has a total of eight (8) compressors each, which operate using R-410A refrigerant. Chillers are air cooled and each have four (4) condenser fans per unit.

2. Chilled Water Pumps

   Each chiller has been provided with an integral factory installed primary/secondary pumping system within the exterior enclosure. The primary pumps are inline constant volume pumps rated for 400 gallons per minute (GPM). The secondary, or "Building Pumps" are inline pumps rated for 400GPM and are equipped with Variable Frequency Drives (VFD's) to allow for varying the speed of these secondary pumps.

3. Chiller Controls/Building Automation System

   Each Chiller has internal controls mounted in each chiller. The controllers are connected to various sensors and equipment within the chiller enclosure and control the operation of the chillers along with the staging of the compressors, condenser fans, etc. The existing Alerton DDC control system is hard wired for basic start/stop and scheduling, but the extent of the control integration is very limited at this moment.

3

Findings and Recommendations

The findings and recommendations shown below are the result of our inspections and observations of the Clark Lane Middle School Chilled Water System. They are as follows:

1. Air-Cooled Chillers.

a. There is currently only one Chiller in operation due to mechanical failures.
b. Several of the VFD drives have burned out over the years and have been replaced.
c. Leaks have been discovered on the condenser coils.
d. Many compressors have failed, requiring costly repairs.
e. In speaking with the Manufacturer, repair parts have been, and will continue to be, difficult to acquire the older this equipment gets. Circuit boards within the chiller control panel may be difficult to obtain, which would require a costly retrofit.
f. Chiller operating costs represent a substantial portion of the electric utility cost.
g. The current age and condition of these Chillers will result in ever increasing cost to not only maintain, but to operate.

Recommendation:

Based on the age, condition, and inefficiency of the chilled water system, we do not feel that investing additional monies in repairs would be in the school district's best interest. Also, given the long lead times for parts, we have a big concern with lengthy downtimes, should there be further chiller failures. We would recommend that the chilled water system be replaced in its entirety.

2. Building Automation System (BAS)

a. In order to take full advantage of the exiting Alerton DDC Control system, as it relates to the new (or existing) chiller plant, upgrades would be needed to the Head End Computer and the Alerton ACM BACnet Global controller. The existing global controller is called a "VLX". Although a VLX is a BACnet device, fully capable of handling smaller systems, it does not have the capability to handle integration to third party equipment.
b. An upgrade of the Alerton BAS would allow the school district to take advantage of additional energy savings opportunities that are not available on the current system.
c. DDC Contractor would need to "hard wire" the control points to the chiller with additional field controllers to pick up the additional DDC points.

Recommendation:

We strongly recommend that the School District carry out this upgrade to the Building Automation System as soon as possible.

4

Cost Estimates

Cost Estimates for the above items

1. Chilled Water System:

   vanZelm worked with EMCOR Services to provide budget pricing for the chiller water system replacement. Based on the recommended scope of work detailed above, we recommend carrying at least **$750,000.00** for complete replacement (excludes BAS).

2. Building Automation System:

   vanZelm worked with Automated Building Systems, Inc to provide budget pricing for the BAS upgrades related to a complete replacement. Based on the recommended scope of work detailed above, we recommend carrying at least **$52,000.00** for the needed BAS upgrades.

A

Appendix A- Photos

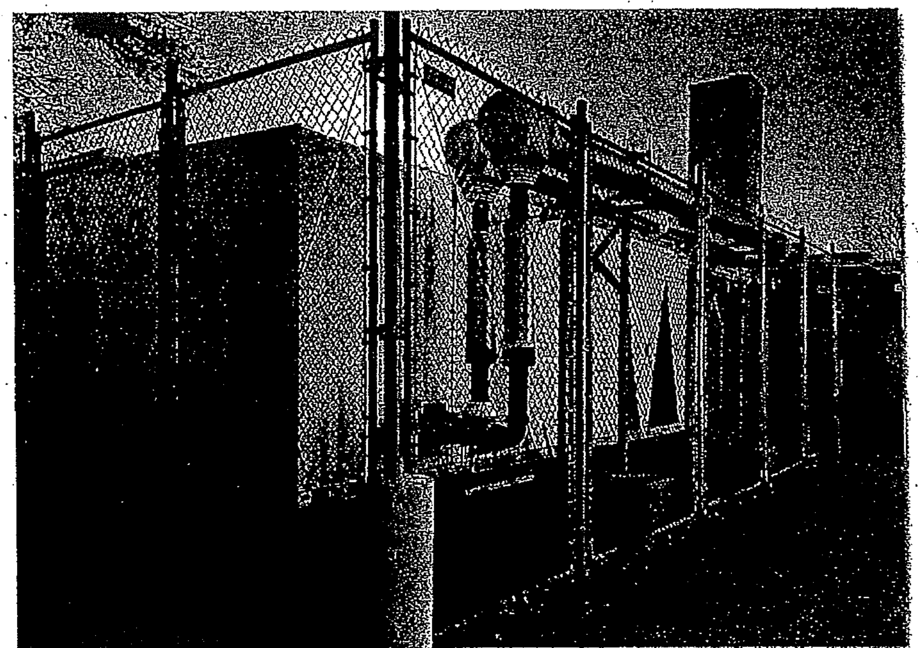


Figure 1-Exterior View of AAON Air Cooled Chillers

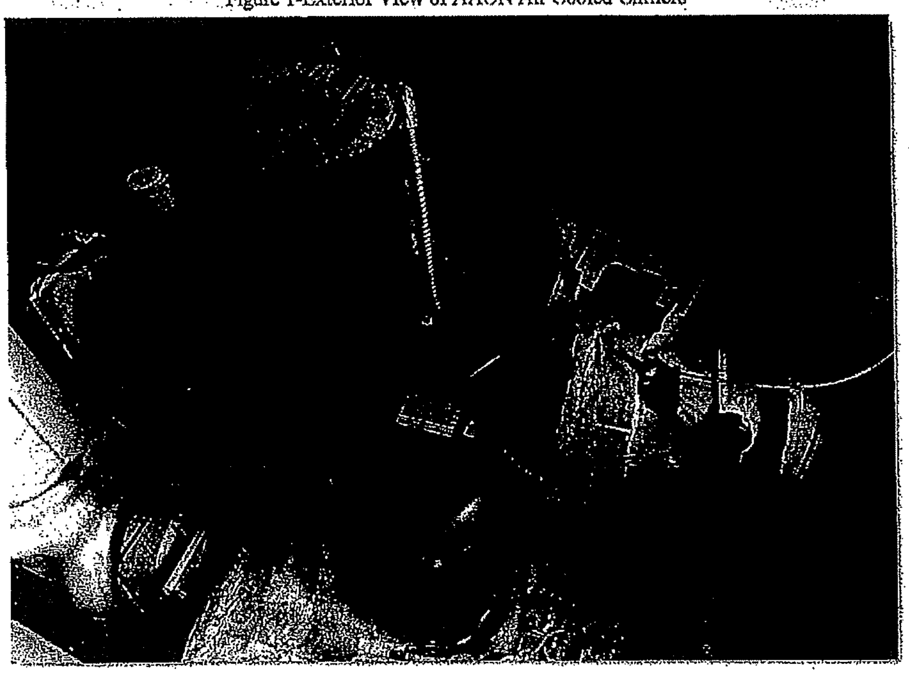


Figure 2- Inline Circulating Pumps (typical)

A

Figure 3- Compressors

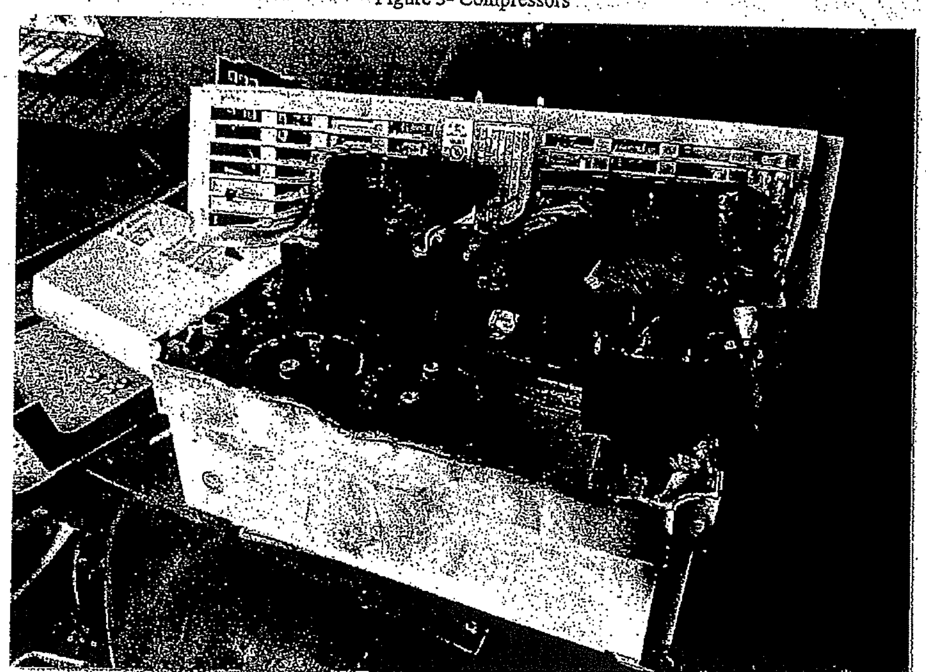


Figure 4- Burned of VFD

A

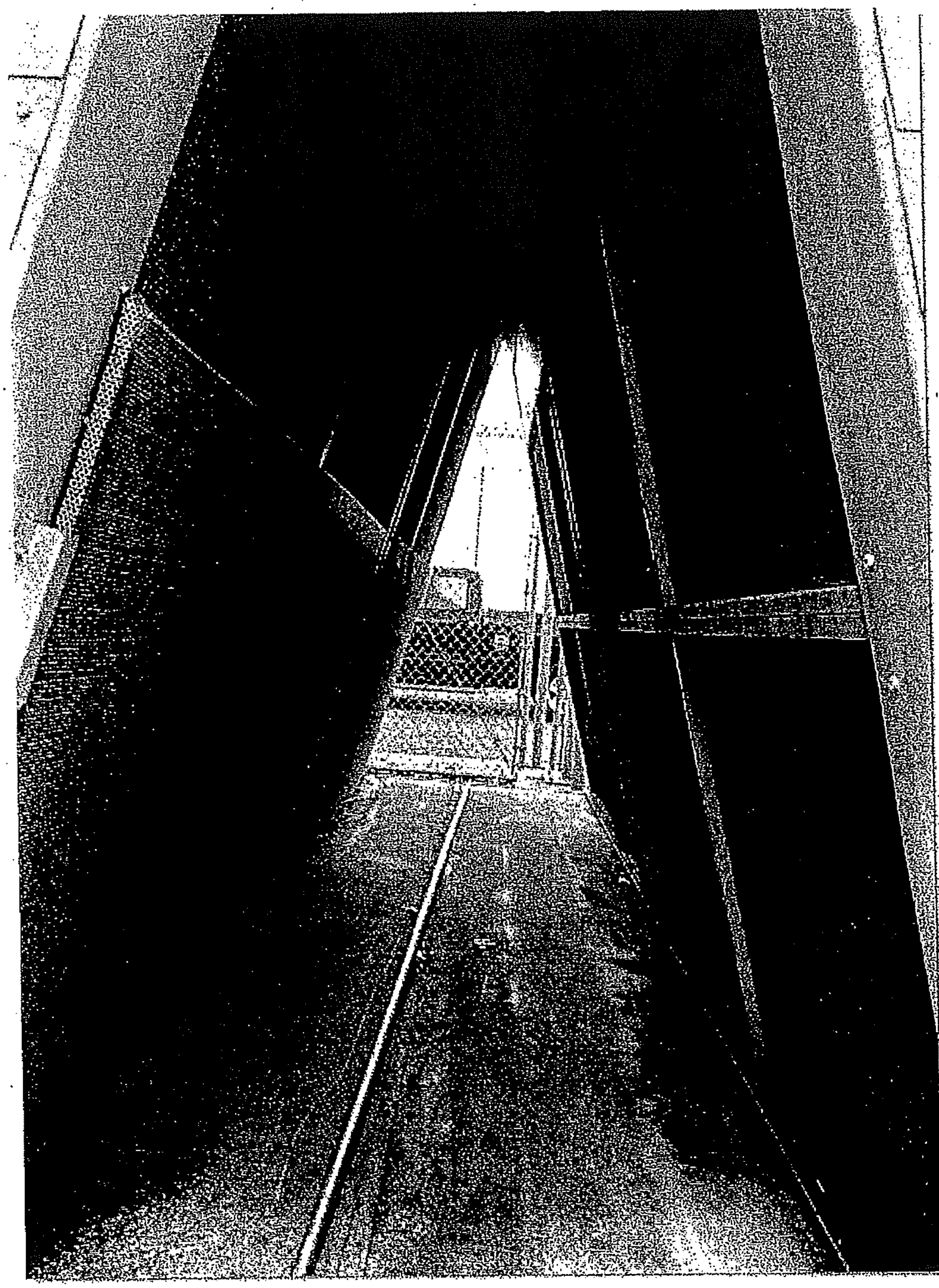


Figure 5- Condensing Coils

A

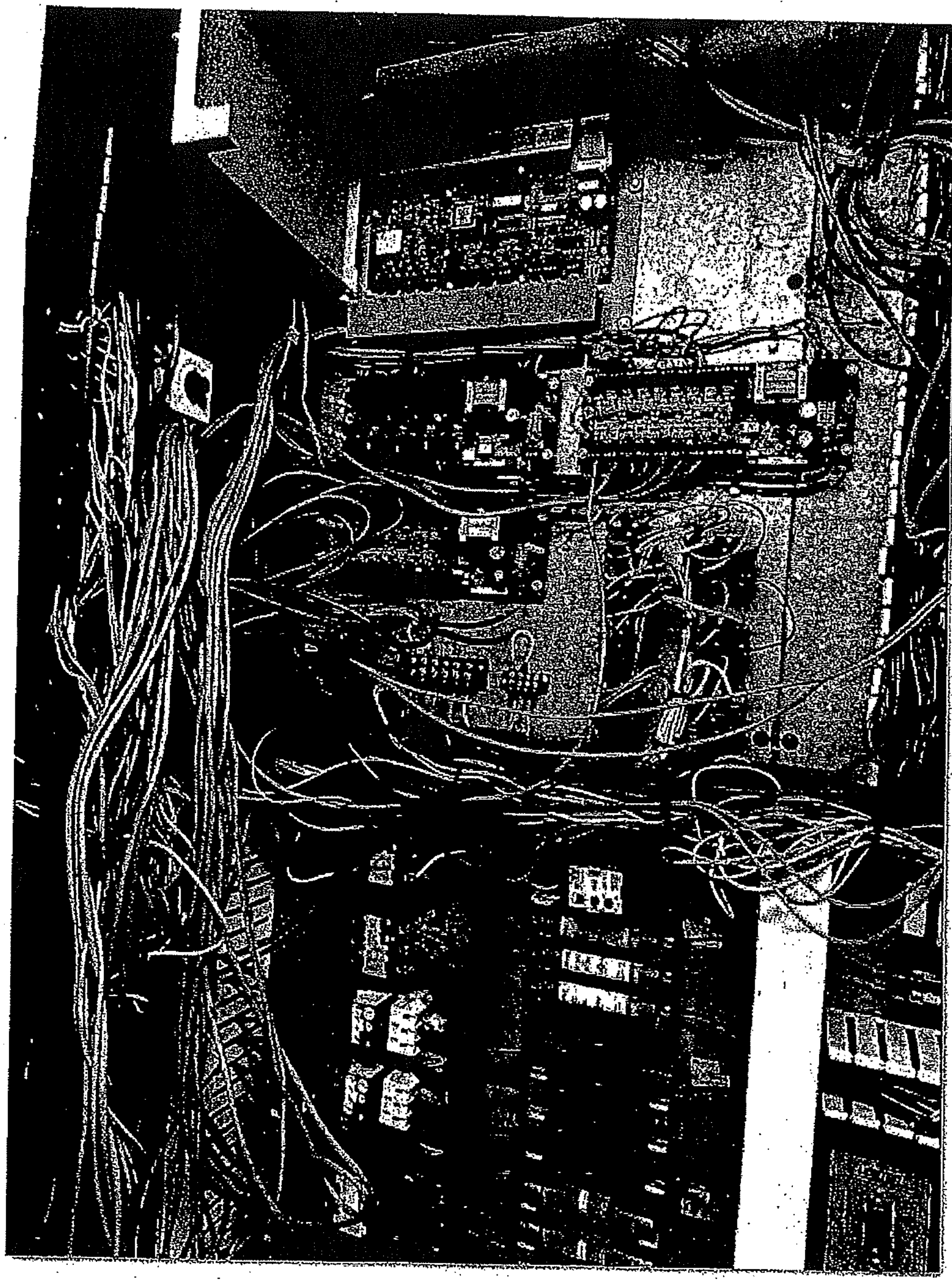


Figure 6-Chiller Controls

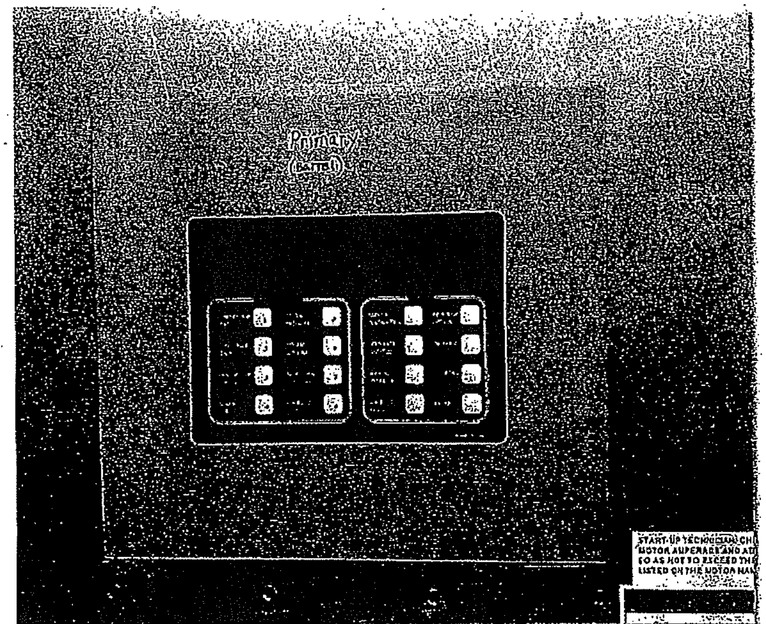


Figure 7- Chiller Control Panel

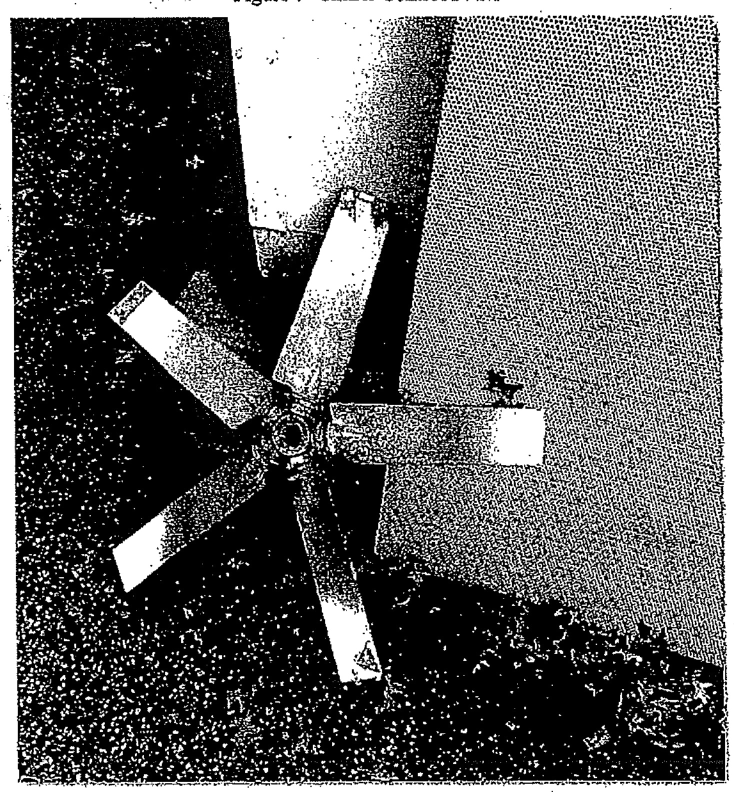


Figure 8- Broken Condenser Fan

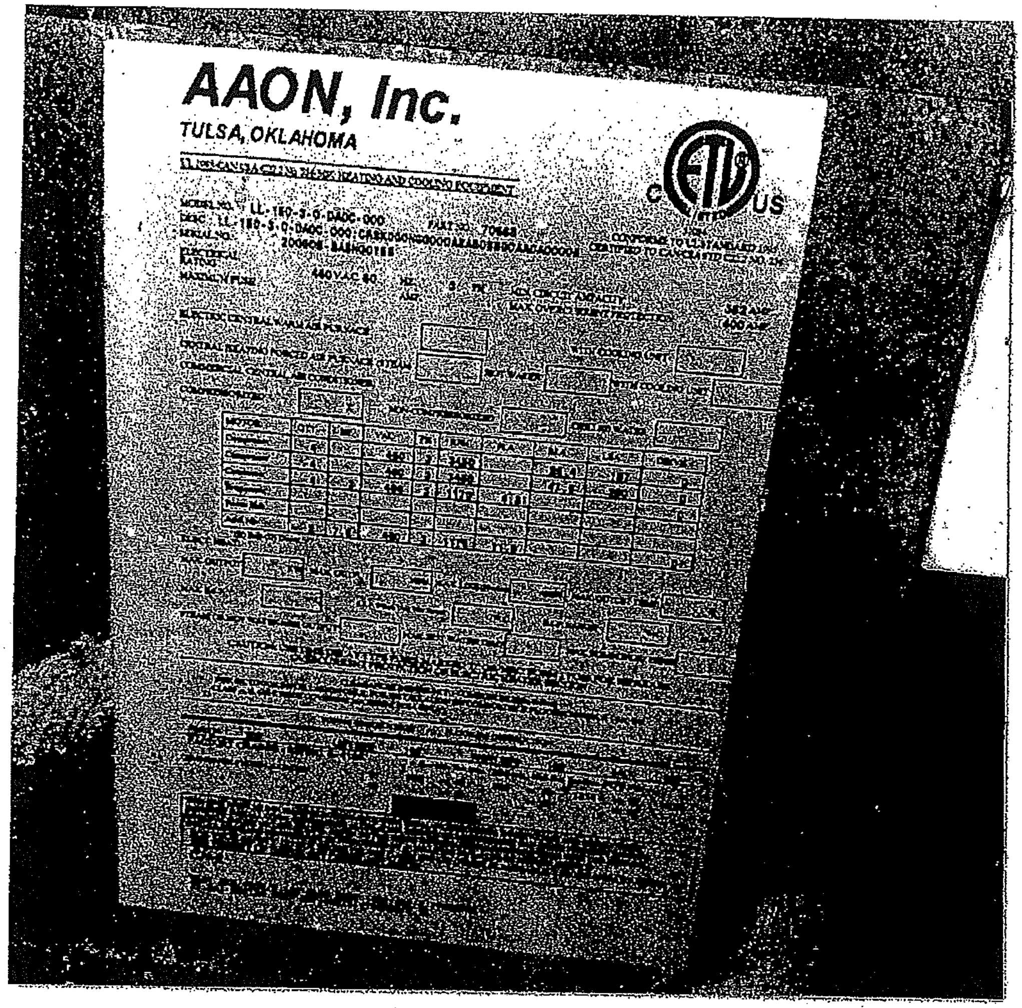


Figure 9- Chiller Nameplate Information

From: David Peabody <david.peabody@ymail.com>
Sent: Monday, December 19, 2022 10:55 AM
To: Kimberly Allen <kallen@waterfordct.org>; Paige Walton <pwalton@waterfordct.org>
Cc: Marilyn Lusher <marilyn@marilynlusher.com>; Lee Couture <lee.couture@snet.net>; Cathy Barnard <cathybarnard514@yahoo.com>; Elizabeth Ritter <betsyritter24@gmail.com>
Subject: BAA Resignation - David Peabody

**CAUTION: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.**

Dear Ms. Allen, Ms Walton:

It is with regret that I tender my resignation from the Tax Assessment Appeals Board effective immediately. I have taken on additional responsibilities on the Board of Finance and, due to time constraints, I am no longer able to fulfill my duties on the Assessment Appeals Board.

I am grateful for having had the opportunity to serve on the board of this fine organization for the past year, and I offer my best wishes for its continued success. My Thanks to Marilyn and Lee for the great collaboration. I really enjoyed working with you all.

Sincerely,

David Peabody

Thanks,
Dave

#8

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

TO: Board of Selectmen

FROM: Kim Allen, Director of Finance
Jeff Robillard, IT Manager

RE: Appropriation Request

DATE: December 30, 2022

The town hall meeting facility (auditorium) needs upgrades in both furniture and technology. The proposed capital project will upgrade the furniture and AV equipment which will allow the town boards and commissions to move towards recording and live streaming of all public meetings.

The new furniture configuration will also ensure that all cables and cords are now hidden to allow a safer room when employees, residents and board & commission members are moving around the room

We respectfully request an additional appropriation of $272,000 for a new capital project (Auditorium Meeting Room Upgrades).

TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM
2023-2024 FISCAL YEAR REQUEST

DEPARTMENT/AGENCY INFORMATION TECHNOLOGY	**CONTACT PERSON** JEFFREY ROBILLARD
PROJECT NAME AUDITORIUM MEETING ROOM	**DEPARTMENT PRIORITY** 4

1 DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project)

The project is to improve the meeting facility providing a more professsional workspace for all town meetings and the AV infrastructure ensuring the public can hear and see the meetings clearly on premise or if necessary from the cloud. The plan is to have a raised flooring in the alcove area of the meeting room with ada ramps which will hide all network, av, and power cables. The work surfaces will be larger to provide more space for meeting materials as well as have locations for power and av connectivity built into the work surface. The backend AV equipment will allow for recording, streaming live to cloud services or the local PEG channel.

2 PROJECT STATUS IF IN PROGRESS

3 LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST

4 DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)

5 GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)

6 ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)

7 COST/FUNDING SOURCE

	FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2024	FY2025	FY2026	FY2027	FY2028
1	Current Year Capital		272,000				
2	Utility Budget/Sewer Cap Maint Fund						
3	Transfer to CNR						
4	Short/Long-term Bonds						
5	LoCIP (detail in section 5 above)						
6	CNR Undesignated Fund Balance						
7	Federal/State Grants (detail in section 5)						
8	Other Funding (detail in section 5 above)						
	TOTALS	0	272,000	0	0	0	0

Where Technology Means More®

Town of Waterford

Council Chambers

11-4-2022

ePlus Account Team

Steve Plante, Account Manager

Jeremy Edwards, AV Solutions Architect

Please Note: This document is not an official ePlus Statement of Work or a legally binding contract. The purpose of this document is to provide budgetary labor pricing with a high level review of the level of effort for the customer's reference, and is subject to change based on final agreement between ePlus and customer. An official ePlus Statement of Work will need to be signed by both the customer and ePlus to constitute a formal project.

EXECUTIVE SUMMARY

ePlus is pleased to present this proposal for the provision and installation of a new council chambers for the Town of Waterford.

BASIS OF DESIGN

ePlus proposes the following services, components and functionality;

COUNCIL CHAMBERS

- Removal of any existing AV equipment not being re-purposed for turnover to customer
- (2) 7000 Lumen projectors, re-using existing wall mounted screens for local content and far site video
- (2) 75" 4K LED display positioned on the wall for content sharing and far site video for the council members
- (3) PTZ cameras to cover the council table and the guest speakers/audience
  - Camera 1 (see diagram) to be ceiling mounted and aimed at the U shaped table
  - Camera 2 and 3 (see diagram) to be ceiling mounted and aimed at either of the movable tables to view a wide shot of the tables
- Blackmagic ATEM Mini Extreme Video Production Plus
  - Allows for selection of 8 HDMI inputs from Cameras and Local presentation
  - Audio input from Microphone system
  - USB connection for Control software and Zoom connection
  - Network connection for direct to YouTube streaming
  - HDMI output for broadcast
  - HDMI output for preview and ATEM status screen
- (13) Gooseneck desktop microphones for fixed council table
  - These can be programmed for Push to Talk, or Mute/Un-mute button press
  - Camera presets to focus on each microphone when it is Un-muted
- (13) Wireless Gooseneck desktop microphones for moveable tables including guest speaker table
- (3) Wireless Handheld microphones
- (16) In-ceiling speakers for voice lift, local and far site audio
- Digital HDMI switching system for video content
  - Inputs for Local HDMI connections, Clickshare, and Cameras
  - Outputs for local displays, BlackMagic, and Far site Video sharing
- Barco ClickShare system with 8 sharing pucks
- Extron Control system with (2) 10" touchscreens one on the Council table and one at the operator station
  - Control of Audio and Video switching with Mute override for each microphone
  - PTZ camera presets recall via touchscreen and by microphone mute setting
- U-shaped table for 12-13 seats with a 6" front lip and locking castors
  - 4 HDMI inputs positioned around the table
  - 4 loop-through HDMI outputs positioned around the table for connection to local monitors as needed, these will mirror each other and show the currently selected HDMI input
- (5) movable tables with power connections to be used as additional seats when needed
  - Power will link from table to table and connect to the side of the U shaped tables
  - Wireless gooseneck mics and Clickshare will be used for audio and content sharing
- 1.6" raised floor for wire and power pathways to get audio, network, and power to the council table
  - 4 Floor boxes positioned into floor under table for power and AV connections
  - 1:20 Ramp on each side 33 inches long
  - **Floor covering will need to be provided by others as DEF and ePlus do not have these capacities**
  - **Power, Data, and Microphone cables to floor boxes provided by DEF**
- Cable, wire, connectors & installation accessories
- Installation of equipment into existing floor standing rack
  - UPS to provide back up power to critical equipment

- System installation, programming, & testing

WORK NOT INCLUDED

The following additional items may be required but are not included in the ePlus scope of work;

- For completion prior to arrival:
  - Wall blocking as required for mounting of video displays
- Patching and/or painting required as resulting from existing equipment removal
- New or replacement ceiling tiles as required to accommodate new ceiling speakers
- Any existing or owner furnished equipment must be received in proper working order. Should any issues be discovered during system installation additional hardware and/or services may be required.
- All end-user adoption training and associated services
- Collaboration services and configuration beyond endpoint registration
- Building access to accommodate oversize equipment that may be required, including freight elevators, doors and hallways, in original packaging
- Garbage and recycling containers for large cardboard waste
  *Coordination information will be provided following order

END USER TRAINING

On the final day of installation, end user AV training is conducted to showcase the AV system functionality and capabilities. The following training is included in this proposal;

- One 4-hour end user technical training session performed by installation technical team at project completion
  - Training topics to include; conference dialing, joining meetings, content sharing, & audio control.
- Additional system training and end user adoption services can be provided under separate contract

DELIVERABLES & CLOSEOUT

Following the completed installation of the AV system, ePlus will formally close the project via email and provide, in electronic format;

- AV signal flow drawings reflective of installed configuration
- AV hardware database

PRICING STRUCTURE

Budgetary Pricing based on the Scope above

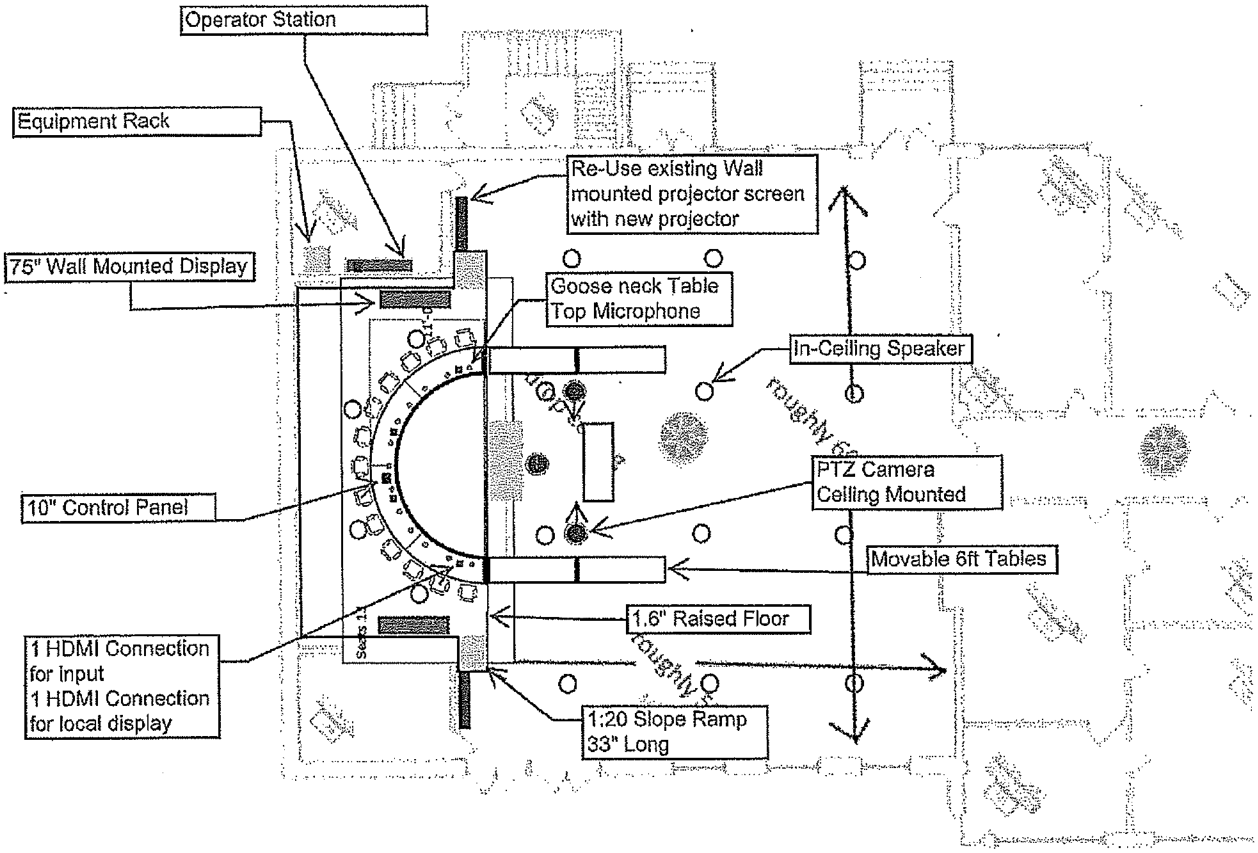
AV Equipment Pricing	**$125,000.00**
AV Installation Pricing	**$50,000.00**
Table Pricing	**$45,000.00**
Raised Floor Pricing	**$22,000.00**
Raised Floor Installation Pricing	**$30,000.00**
Total	**$272,000.00**

CONFIDENTIALITY STATEMENT

All information contained within this document is confidential and proprietary to ePlus. All rights, title, and interest in and to the information are and shall remain the sole and exclusive property of ePlus. It is not to be used, copied, scanned, distributed, or disclosed without the written permission of ePlus.

PROPOSAL VALIDITY PERIOD

This proposal is valid for thirty (30) days from the date of submission.


Operator Station
Equipment Rack
Re-Use existing Wall mounted projector screen with new projector
75" Wall Mounted Display
Goose neck Table Top Microphone
In-Ceiling Speaker
roughly 6
PTZ Camera Ceiling Mounted
10" Control Panel
Movable 6ft Tables
1.6" Raised Floor
1 HDMI Connection for input
1 HDMI Connection for local display
1:20 Slope Ramp 33" Long

#9

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

December 12, 2022

Mr. Glenn Patterson
Chairman
Board of Finance
15 Rope Ferry Road
Waterford, CT 06385

Dear Chairman Patterson,

The Board of Selectmen, at the meeting on Tuesday, December 06, 2022 voted to approve the following request for an Out of Series Transfer;

Information Technology Department: To consider and act on the following request for an Out of Series Transfer from the IT Manager, Jeffrey Robillard, in the amount of $20,273 due to IT infrastructure support services needed.

Therefore, I respectfully request that you consider and act on this request. I have attached pertinent back up material from the designated department.

Sincerely,

Robert Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance

TOWN OF WATERFORD
TRANSFER REQUEST FORM

Out of Series Transfer Request

IT DEPARTMENT
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10147	51210	CLERICAL AND TECHNICAL	125,787.00	74,121.91		20,273	94,395
2	10147	52043	SERVICE CONTRACTS INFO	773,609.00	238,412.37	10,000		248,412
3	10147	54130	COMPUTER EQUIPMENT	99,909.00	68,819.83	10,273		79,093
4								0
5								0
6								0
7								0
8								0
9								0
10								0
								0
								0
					TOTAL	20,273	20,273	

Explanation

FOR THE PURCHASE OF A NON-EXPIRING BLOCK OF TIME FOR IT INFRASTRUCTURE SUPPORT SERVICES AND FUNDING THE PURCHASE OF A IN IMMUTABLE BACKUP SOLUTION CAPABLE OF RAPID RANSOMWARE RECOVERY AND CLOUD BASED OFFSITE ARCHIVAL.

Jeffrey Robillard
Department Head

11/30/2022
Date

Director of Finance

Date

BOS
First Selectman

12/6/22
Date

Commission/Board Approval

Date

revised 9/9/20

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
10147 INFORMATION TECHNOLOGY EXPENDI							
51110 ADMINISTRATION							
10147 51110 ADMINISTRATION	118,100.00	0.00	118,100.00	50,480.14	0.00	67,619.86	42.7%
51210 CLERICAL AND TECHNICAL							
10147 51210 CLERICAL AND TECHNICAL	125,787.00	0.00	125,787.00	51,665.09	0.00	74,121.91	41.1%
51810 OVERTIME							
10147 51810 OVERTIME	5,000.00	0.00	5,000.00	154.89	0.00	4,845.11	3.1%
51920 F.I.C.A.							
10147 51920 F.I.C.A.	19,041.00	0.00	19,041.00	6,201.91	0.00	12,839.09	32.6%
52043 SERVICE CONTRACTS INFORMATION							
10147 52043 SERVICE CONTRACTS INFORMATION	773,609.00	0.00	773,609.00	359,872.17	185,324.46	228,412.37	70.5%
52050 DUES CONFER							
10147 52050 DUES CONFER	15,080.00	0.00	15,080.00	0.00	0.00	15,080.00	.0%
52070 REIMBURSABLE EXPENSES							
10147 52070 REIMBURSABLE EXPENSES	500.00	0.00	500.00	11.63	0.00	488.37	2.3%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52080 TELEPHONE							
10147 52080 TELEPHONE	1,815.00	0.00	1,815.00	0.00	0.00	1,815.00	.0%
54010 FURNITURE							
10147 54010 FURNITURE	1,550.00	0.00	1,550.00	0.00	0.00	1,550.00	.0%
54130 COMPUTER EQUIPMENT							
10147 54130 COMPUTER EQUIPMENT	99,909.00	0.00	99,909.00	22,216.02	8,873.15	68,819.83	31.1%
TOTAL GENERAL FUND	1,160,391.00	0.00	1,160,391.00	490,601.85	194,197.61	475,591.54	59.0%
TOTAL EXPENSES	1,160,391.00	0.00	1,160,391.00	490,601.85	194,197.61	475,591.54	

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

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

January 9, 2023

Mr. Glenn Patterson
Chairman
Board of Finance
15 Rope Ferry Road
Waterford, CT 06385

Dear Chairman Patterson,

The Board of Selectmen, at the meeting on Tuesday, December 20, 2022 voted to approve the following request for an Out of Series Transfer;

Recreation & Parks: To consider and act on the following request for an Out of Series Transfer from the Recreation & Parks Director, Ryan McNamara, in the amount of $12,250 due to unexpected vehicle maintenance, if approved to forward to the Board of Finance.

Therefore, I respectfully request that you consider and act on this request. I have attached pertinent back up material from the designated department.

Sincerely,

Robert Brule

Robert Brule
First Selectman

cc: Kimberly Allen, Director of Finance

TOWN OF WATERFORD
TRANSFER REQUEST FORM
Out of Series Transfer Request

Recreation and Parks
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10137	53080	R11 - Body truck bed replacement	20,750.00	7,280.00	12,250.00		19,530.00
2	10137	51620	Programs	321,338.00	100,378.00		(12,250.00)	88,128.00
3								0.00
4			Maintenance of Vehicles					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	12,250.00	(12,250.00)	

Explanation

…ected repairs required to continue operations. State quote from Hartford Truck to provide repairs.

Funding taken from 10137-51620 due to anticipated funds remaining from open Program Coordinator position.

Department Head — Date 12/9/22

Kim Allen
Director of Finance — Date 12/12/22

BOS
First Selectman — Date 12/20/22

Commission/Board Approval — Date

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

ACCOUNT	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
10137 RECREATION AND PARKS							
51110 ADMINISTRATION							
10137 51110 ADMINISTRATION	202,499.00	0.00	202,499.00	168,512.91	0.00	33,986.09	83.2%
51210 CLERICAL AND TECHNICAL							
10137 51210 CLERICAL AND TECHNICAL	88,399.00	0.00	88,399.00	27,812.35	0.00	60,586.65	31.5%
51220 CUSTODIAL							
10137 51220 CUSTODIAL	21,232.00	0.00	21,232.00	8,757.46	0.00	12,474.54	41.2%
51450 EXTRA DUTY							
10137 51450 EXTRA DUTY	0.00	0.00	0.00	0.00	0.00	0.00	.0%
51451 EXTRA DUTY REGULAR WAGES							
10137 51451 EXTRA DUTY REGULAR WAGES	0.00	0.00	0.00	0.00	0.00	0.00	.0%
51610 PARKS MAINTENANCE							
10137 51610 PARKS MAINTENANCE	393,147.00	0.00	393,147.00	180,153.65	0.00	212,993.35	45.8%
51620 RECREATION PROGRAMS							
10137 51620 RECREATION PROGRAMS	321,338.00	0.00	321,338.00	220,960.19	0.00	100,377.81	68.8%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51630 SUMMER JOBS FOR MINORS							
10137 51630 SUMMER JOBS FOR MINORS	0.00	0.00	0.00	0.00	0.00	0.00	.0%
51810 OVERTIME							
10137 51810 OVERTIME	27,264.00	0.00	27,264.00	20,783.83	0.00	6,480.17	76.2%
51910 FRINGE BENEFITS							
10137 51910 FRINGE BENEFITS	7,073.00	0.00	7,073.00	1,600.00	0.00	5,473.00	22.6%
51920 F.I.C.A.							
10137 51920 F.I.C.A.	81,163.00	0.00	81,163.00	44,331.39	0.00	36,831.61	54.6%
52010 ADVERTISING							
10137 52010 ADVERTISING	2,760.00	0.00	2,760.00	1,044.00	0.00	1,716.00	37.8%
52020 POSTAGE							
10137 52020 POSTAGE	6,100.00	0.00	6,100.00	3,671.68	1,804.17	624.15	89.8%
52040 SERVICE CONT AND REPAIRS							
10137 52040 SERVICE CONT. AND REPAIRS	37,436.00	-23,196.00	14,240.00	1,822.01	254.57	12,163.42	14.6%
52050 DUES CONFER							
10137 52050 DUES,CONFERENCES & EDUCATION	3,650.00	0.00	3,650.00	285.00	0.00	3,365.00	7.8%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

ACCOUNT	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52060 PRINTING							
10137 52060 PRINTING	0.00	0.00	0.00	0.00	0.00	0.00	.0%
52070 REIMBURSABLE EXPENSES							
10137 52070 REIMBURSABLE EXPENSES	150.00	0.00	150.00	0.00	0.00	150.00	.0%
52080 TELEPHONE							
10137 52080 TELEPHONE	2,848.00	0.00	2,848.00	1,072.68	1,225.72	549.60	80.7%
52090 HEATING FUEL							
10137 52090 HEATING FUEL	7,055.00	0.00	7,055.00	216.78	0.00	6,838.22	3.1%
52100 ELECTRICITY							
10137 52100 ELECTRICITY	11,840.00	0.00	11,840.00	1,107.62	0.00	10,732.38	9.4%
52110 WATER							
10137 52110 WATER	4,604.00	0.00	4,604.00	5,405.21	0.00	-801.21	117.4%*
52120 SEWER							
10137 52120 SEWER	2,635.00	0.00	2,635.00	1,074.00	0.00	1,561.00	40.8%
52206 XFER TO COMMUNITY EVENTS FUND							
10137 52206 XFER TO COMMUNITY EVENTS FUND	4,750.00	0.00	4,750.00	4,750.00	0.00	0.00	100.0%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52380 PROGRAMS							
10137 52380 PROGRAMS	40,232.00	0.00	40,232.00	20,611.29	2,354.00	17,266.71	57.1%
52390 CO-SPONSORED PROGRAMS							
10137 52390 CO-SPONSORED PROGRAMS	41,549.00	0.00	41,549.00	29,606.00	0.00	11,943.00	71.3%
52420 MAINTENANCE OF PROPERTY							
10137 52420 MAINTENANCE OF PROPERTY	72,642.00	0.00	72,642.00	66,014.94	10,068.84	-3,441.78	104.7%*
53010 OFFICE SUPPLIES							
10137 53010 OFFICE SUPPLIES	1,363.00	0.00	1,363.00	2,953.18	0.00	-1,590.18	216.7%*
53020 OTHER SUPPLIES							
10137 53020 OTHER SUPPLIES	30,636.00	0.00	30,636.00	11,229.72	3,256.37	16,149.91	47.3%
53080 MAINTENANCE VEHICLES							
10137 53080 MAINTENANCE VEHICLES	20,750.00	0.00	20,750.00	13,469.62	0.00	7,280.38	64.9%
53090 FUELS AND LUBRICANTS							
10137 53090 FUELS AND LUBRICANTS	19,316.00	0.00	19,316.00	9,136.26	0.00	10,179.74	47.3%
54020 EQUIPMENT							
10137 54020 EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	.0%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL GENERAL FUND	1,452,431.00	-23,196.00	1,429,235.00	846,381.77	18,963.67	563,889.56	60.5%
TOTAL EXPENSES	1,452,431.00	-23,196.00	1,429,235.00	846,381.77	18,963.67	563,889.56	

#11

FY23
2nd Quarter

TOWN OF WATERFORD
TRANSFER REQUEST FORM

Out of Series Transfer Request

Recreation and Parks
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10137	51620	Recreation Programs	321,338.00	92,054.00		(2,000.00)	90,054.00
2	10137	52020	Postage	6,100.00	624.00	2,000.00		2,624.00
3	10137	51620	Recreation Programs	321,338.00	90,054.00		(10,000.00)	80,054.00
4	10137	52420	Maintenance of Properties	72,642.00	(5,189.00)	10,000.00		4,811.00
5	10137	51620	Recreation Programs	321,338.00	80,054.00		(5,000.00)	75,054.00
6	10137	53010	Office Supplies	1,363.00	(1,590.00)	5,000.00		3,410.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
					TOTAL	17,000.00	(17,000.00)	

Explanation

Balancing of operational expenses: POSTAGE: Needed to order more booklets - each season:: Maint of Properties - Holiday tree lighting and decorations

Postage: Needed to order more booklets - amount had been decreased over the past years due to pandemic

Maintenance of Properties: Holiday decorations and lighting, concrete slabs for benches, civic triangle and WBP project costs, etc.

Funding taken from 10137-51620 due to anticipated funds remaining from open Program Coordinator position from August '22 to December 22'.

Department Head — Date: 12·29·22

Kim Allen
Director of Finance — Date: 12/30/22

First Selectman — Date

Commission/Board Approval — Date

revised 9/9/20

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
10137 RECREATION AND PARKS							
51110 ADMINISTRATION							
10137 51110 ADMINISTRATION	202,499.00	0.00	202,499.00	174,052.54	0.00	28,446.46	86.0%
51210 CLERICAL AND TECHNICAL							
10137 51210 CLERICAL AND TECHNICAL	88,399.00	0.00	88,399.00	32,440.85	0.00	55,958.15	36.7%
51220 CUSTODIAL							
10137 51220 CUSTODIAL	21,232.00	0.00	21,232.00	9,956.17	0.00	11,275.83	46.9%
51450 EXTRA DUTY							
10137 51450 EXTRA DUTY	0.00	0.00	0.00	0.00	0.00	0.00	.0%
51451 EXTRA DUTY REGULAR WAGES							
10137 51451 EXTRA DUTY REGULAR WAGES	0.00	0.00	0.00	0.00	0.00	0.00	.0%
51610 PARKS MAINTENANCE							
10137 51610 PARKS MAINTENANCE	393,147.00	0.00	393,147.00	204,259.75	0.00	188,887.25	52.0%
51620 RECREATION PROGRAMS							
10137 51620 RECREATION PROGRAMS	321,338.00	0.00	321,338.00	229,033.89	0.00	92,304.11	71.3%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

ACCOUNT	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51630 SUMMER JOBS FOR MINORS							
10137 51630 SUMMER JOBS FOR MINORS	0.00	0.00	0.00	0.00	0.00	0.00	.0%
51810 OVERTIME							
10137 51810 OVERTIME	27,264.00	0.00	27,264.00	21,349.36	0.00	5,914.64	78.3%
51910 FRINGE BENEFITS							
10137 51910 FRINGE BENEFITS	7,073.00	0.00	7,073.00	1,600.00	0.00	5,473.00	22.6%
51920 F.I.C.A.							
10137 51920 F.I.C.A.	81,163.00	0.00	81,163.00	47,551.24	0.00	33,611.76	58.6%
52010 ADVERTISING							
10137 52010 ADVERTISING	2,760.00	0.00	2,760.00	1,044.00	0.00	1,716.00	37.8%
52020 POSTAGE							
10137 52020 POSTAGE	6,100.00	0.00	6,100.00	3,671.68	1,804.17	624.15	89.8%
52040 SERVICE CONT AND REPAIRS							
10137 52040 SERVICE CONT. AND REPAIRS	37,436.00	-23,196.00	14,240.00	1,860.62	215.96	12,163.42	14.6%
52050 DUES CONFER							
10137 52050 DUES,CONFERENCES & EDUCATION	3,650.00	0.00	3,650.00	380.00	0.00	3,270.00	10.4%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52060 PRINTING							
10137 52060 PRINTING	0.00	0.00	0.00	0.00	0.00	0.00	.0%
52070 REIMBURSABLE EXPENSES							
10137 52070 REIMBURSABLE EXPENSES	150.00	0.00	150.00	0.00	0.00	150.00	.0%
52080 TELEPHONE							
10137 52080 TELEPHONE	2,848.00	0.00	2,848.00	1,072.68	1,225.72	549.60	80.7%
52090 HEATING FUEL							
10137 52090 HEATING FUEL	7,055.00	0.00	7,055.00	216.78	0.00	6,838.22	3.1%
52100 ELECTRICITY							
10137 52100 ELECTRICITY	11,840.00	0.00	11,840.00	1,107.62	0.00	10,732.38	9.4%
52110 WATER							
10137 52110 WATER	4,604.00	0.00	4,604.00	5,405.21	0.00	-801.21	117.4%*
52120 SEWER							
10137 52120 SEWER	2,635.00	0.00	2,635.00	1,074.00	0.00	1,561.00	40.8%
52206 XFER TO COMMUNITY EVENTS FUND							
10137 52206 XFER TO COMMUNITY EVENTS FUND	4,750.00	0.00	4,750.00	4,750.00	0.00	0.00	100.0%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52380 PROGRAMS							
10137 52380 PROGRAMS	40,232.00	0.00	40,232.00	21,660.79	2,354.00	16,217.21	59.7%
52390 CO-SPONSORED PROGRAMS							
10137 52390 CO-SPONSORED PROGRAMS	41,549.00	0.00	41,549.00	29,606.00	0.00	11,943.00	71.3%
52420 MAINTENANCE OF PROPERTY							
10137 52420 MAINTENANCE OF PROPERTY	72,642.00	0.00	72,642.00	69,285.80	8,508.84	-5,152.64	107.1%*
53010 OFFICE SUPPLIES							
10137 53010 OFFICE SUPPLIES	1,363.00	0.00	1,363.00	2,953.18	0.00	-1,590.18	216.7%*
53020 OTHER SUPPLIES							
10137 53020 OTHER SUPPLIES	30,636.00	0.00	30,636.00	12,972.10	3,939.67	13,724.23	55.2%
53080 MAINTENANCE VEHICLES							
10137 53080 MAINTENANCE VEHICLES	20,750.00	0.00	20,750.00	13,469.62	12,250.00	-4,969.62	123.9%*
53090 FUELS AND LUBRICANTS							
10137 53090 FUELS AND LUBRICANTS	19,316.00	0.00	19,316.00	9,136.26	0.00	10,179.74	47.3%
54020 EQUIPMENT							
10137 54020 EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	.0%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL GENERAL FUND	1,452,431.00	-23,196.00	1,429,235.00	899,910.14	30,298.36	499,026.50	65.1%
TOTAL EXPENSES	1,452,431.00	-23,196.00	1,429,235.00	899,910.14	30,298.36	499,026.50	

FOR 2023 13

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
GRAND TOTAL	1,452,431.00	-23,196.00	1,429,235.00	899,910.14	30,298.36	499,026.50	65.1%

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

#12

FY23
2nd Quarter

TOWN OF WATERFORD
TRANSFER REQUEST FORM

Out of Series Transfer Request

Fire Services
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10123	53070	Apparatus Maintenance	110,000.00	(19,888.00)	18,000.00		(1,888.00)
2	10123	54218	Firefighter Equipment	30,000.00	15,395.00		(5,000.00)	10,395.00
3	10123	54222	Rescue Truck Equipment	5,500.00	5,413.00		(5,000.00)	413.00
4	10123	54226	Equipment	12,000.00	11,681.00		(8,000.00)	3,681.00
5								0.00
6								0.00
7								0.00
8								0.00
9								0.00
10								0.00
								0.00
								0.00
					TOTAL	18,000.00	(18,000.00)	

Explanation

1-4 This overage is due to numerous unexpected large ticket repairs

email
Department Head — **Date** 12/23/22

Kim Allen
Director of Finance — **Date** 12/28/22

First Selectman — **Date**

Commission/Board Approval — **Date**

revised 9/9/20

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
10123 FIRE SERVICES							
51110 ADMINISTRATION							
10123 51110 ADMINISTRATION	247,202.00	0.00	247,202.00	95,428.11	0.00	151,773.89	38.6%
51120 INSPECTION							
10123 51120 INSPECTION	81,715.00	0.00	81,715.00	40,407.40	0.00	41,307.60	49.4%
51210 CLERICAL AND TECHNICAL							
10123 51210 CLERICAL AND TECHNICAL	139,552.00	0.00	139,552.00	73,186.87	0.00	66,365.13	52.4%
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	570,994.04	0.00	472,463.96	54.7%
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	108,897.07	0.00	201,686.93	35.1%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

ACCOUNT	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	131,491.11	0.00	106,758.89	55.2%
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	75,880.56	0.00	86,109.44	46.8%
52010 ADVERTISING							
10123 52010 ADVERTISING	400.00	0.00	400.00	0.00	0.00	400.00	.0%
52020 POSTAGE							
10123 52020 POSTAGE	250.00	0.00	250.00	97.51	0.00	152.49	39.0%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	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	6,867.24	1,737.52	4,925.24	63.6%
52050 DUES CONFER							
10123 52050 DUES,CONFERENCES & EDUCAT	36,800.00	0.00	36,800.00	25,122.28	6,570.00	5,107.72	86.1%
52060 PRINTING							
10123 52060 PRINTING	50.00	0.00	50.00	16.70	0.00	33.30	33.4%
52070 REIMBURSABLE EXPENSES							
10123 52070 REIMBURSABLE EXPENSES	1,500.00	0.00	1,500.00	78.75	0.00	1,421.25	5.3%
52080 TELEPHONE							
10123 52080 TELEPHONE	18,500.00	0.00	18,500.00	8,050.62	6,480.00	3,969.38	78.5%
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

ACCOUNTS FOR: 101 GENERAL FUND

ACCOUNT	DESCRIPTION	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	0.00	5,000.00	3,463.94	0.00	1,536.06	69.3%
52310 EXAMINATIONS								
10123 52310	EXAMINATIONS	10,000.00	0.00	10,000.00	1,790.70	3,223.30	4,986.00	50.1%
52320 RENTAL OF HYDRANTS								
10123 52320	RENTAL OF HYDRANTS	457,200.00	0.00	457,200.00	135,237.44	315,569.56	6,393.00	98.6%
52370 CLOTHING OR UNIFORM ALLOW								
10123 52370	CLOTHING OR UNIFORM ALLOW	19,000.00	0.00	19,000.00	6,492.62	816.02	11,691.36	38.5%
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

ACCOUNTS FOR: 101 GENERAL FUND

	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	682.87	0.00	4,917.13	12.2%
52374 CABLE TELEVISION							
10123 52374 CABLE TELEVISION	7,500.00	0.00	7,500.00	3,945.90	3,982.97	-428.87	105.7%*
52375 GROUND LADDER TESTING							
10123 52375 GROUND LADDER TESTING	7,800.00	0.00	7,800.00	0.00	3,473.00	4,327.00	44.5%
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	12,257.51	230.49	272.00	97.9%
52378 BUILDING MAINTENANCE							
10123 52378 BUILDING MAINTENANCE	87,000.00	-4,000.00	83,000.00	29,675.02	18,262.98	35,062.00	57.8%
52379 HOSE TESTING AND REPAIRS							
10123 52379 HOSE TESTING AND REPAIRS	9,825.00	0.00	9,825.00	0.00	8,200.00	1,625.00	83.5%
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

ACCOUNTS FOR: 101 GENERAL FUND

ACCOUNT	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	2,652.25	4,431.53	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	520.01	79.99	900.00	40.0%
53020 OTHER SUPPLIES							
10123 53020 OTHER SUPPLIES	15,000.00	0.00	15,000.00	-1,342.10	7,100.09	9,242.01	38.4%
53021 CONSUMABLE SUPPLIES							
10123 53021 CONSUMABLE SUPPLIES	4,000.00	0.00	4,000.00	3,892.62	300.00	-192.62	104.8%*
53070 AUTO REPAIRS							
10123 53070 AUTO REPAIRS	110,000.00	0.00	110,000.00	98,904.49	28,483.61	-17,388.10	115.8%*
53090 FUELS AND LUBRICANTS							
10123 53090 FUELS AND LUBRICANTS	29,370.00	0.00	29,370.00	17,963.95	420.05	10,986.00	62.6%
53110 COMPUTER SUPPLIES							
10123 53110 COMPUTER SUPPLIES	1,500.00	0.00	1,500.00	191.42	500.00	808.58	46.1%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
53111 FF PROTECTIVE CLOTHING							
10123 53111 FF PROTECTIVE CLOTHING	35,000.00	0.00	35,000.00	5,449.27	23,591.98	5,958.75	83.0%
53112 FIREFIGHTING SUPPLIES							
10123 53112 FIREFIGHTING SUPPLIES	9,000.00	0.00	9,000.00	1,058.33	7,708.39	233.28	97.4%
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	2,390.67	1,775.18	3,834.15	52.1%
54060 OFFICE EQUIPMENT							
10123 54060 OFFICE EQUIPMENT	2,000.00	0.00	2,000.00	0.00	200.00	1,800.00	10.0%
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

ACCOUNTS FOR: 101 GENERAL FUND

ACCOUNT	DESCRIPTION	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	0.00	30,000.00	9,905.69	4,699.29	15,395.02	48.7%
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	3,005.73	1,084.27	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	0.00	5,500.00	87.16	0.00	5,412.84	1.6%
54226 EQUIPMENT								
10123 54226	EQUIPMENT	12,000.00	0.00	12,000.00	319.43	0.00	11,680.57	2.7%

FOR 2023 13

ACCOUNTS FOR: 101 GENERAL FUND

	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 GENERAL FUND	3,408,420.00	0.00	3,408,420.00	1,634,406.62	450,920.22	1,323,093.16	61.2%
TOTAL EXPENSES	3,408,420.00	0.00	3,408,420.00	1,634,406.62	450,920.22	1,323,093.16	

BOARD OF FINANCE
POLICY REGARDING SUBMISSION OF AGENDA ITEMS

The Board of Finance agenda is typically issued one (1) week before the meeting. Agenda items and supporting documentation should be sent to the Board of Finance Secretary by noon on Monday one week prior to the meeting date. For a list of Board of Finance meetings, please check the annual schedule which is posted with the Town Clerk's office.

Many Board of Finance agenda items are submitted through the Board of Selectmen after their review and approval. Budget account transfers, funding appropriations and new project requests all require Board of Selectmen approval before moving on to the Board of Finance for review and approval. Therefore, these types of requests must be to the Board of Selectman's secretary by noon on the Wednesday prior to their meeting to ensure they are ready for the monthly Board of Finance's monthly meeting for review and possible action.

On the rare occasion that a late agenda submission is unavoidable, the Board of Finance may vote to add the item to the regular meeting agenda or defer the item to the next scheduled meeting. The request to add the item to the agenda must be accompanied by an explanation as to why the submission was late. Please note that State Statute Section 1-225 (c) requires an affirmative vote of2/3 of the Board members present.

If there is a need to provide additional information to the Board after the agenda has been sent, please send or give it to the Board of Finance Secretary. Do not distribute the information to the members prior to the start of the meeting as this does not allow for review of the information.

If you are requested to provide additional information by the Board, please send that information to the Board of Finance secretary who will distribute the information to the members. Do not send the information directly to the Board of Finance members.

Adopted: May 18, 2016

Draft Revision: November 9, 2022

14b

FIFTEEN ROPE FERRY ROAD | WATERFORD, CT 06385-2886

BOARD OF FINANCE 2023-2024 BUDGET GUIDELINES

DATE: November 9, 2022

BUDGET REQUESTS NOT ADEQUATELY PRESENTED OR JUSTIFIED MAY BE RETURNED, REDUCED, OR SIMPLY NOT APPROVED.

SECTION A: GENERAL INSTRUCTIONS

All Town departments, boards, commissions and agencies are directed to use the following guidelines, attachments, and forms in the preparation of your Fiscal Year 2023-2024 budget.

1. **Every budget line item should be justified and explained to the maximum extent possible.** The amount requested should not be a percentage increase from the previous year's expenditure. This includes detailed lists of all expenditures using, as a minimum, the previous 24 months' values. For certain measurable items such as electricity, heat and gasoline, a minimum of 24 months of history should be disclosed to justify the volume of units used in calculating the need for FY2024. If anomalies exist causing the 24-month historical use to be inaccurate, do not use it; however, please include an explanation on how the proposed budgeted amount was calculated.

2. Comparisons to prior year budgets should be based on what was appropriated by the RTM, (i.e. do not include mid-year appropriations). Be sure to identify any new cost items that have not appeared in earlier budgets.

3. To ensure purchase quality, provide consistency and to determine appropriate costs for each item, all budget requests for the purchase of any equipment or supplies MUST be reviewed by the Director of Finance or the Purchasing Agent in the Finance Director's absence. When possible, similar equipment will be purchased for all departments to save costs for maintenance and supplies.

   All equipment must be budgeted under the equipment line and not under other lines (i.e. other supplies or maintenance of vehicles, etc.).

4. Provide a detailed breakdown of all service contracts and maintenance & repair costs. These shall be reviewed with the Director of Finance or Purchasing Agent to ascertain if cost savings can be achieved by servicing similar equipment from many departments under one bill with prorated costs. In addition, all such budget requests MUST be reviewed by either of these

individuals to ensure all costs are consistent and appropriate. **Maintenance and Service contracts related to IT and Software & Hardware will be budgeted within the Information Technology Budget. Please ensure your requests are forwarded the IT Committee Chair to ensure they are included in the IT Budget Proposal.**

5. Personnel budgets for each department are established based on the number and classification of employees disclosed at the budget hearings. Department heads must provide explanation for variance(s) between the annual personnel survey report provided by the Human Resources Director and the budgeted personnel count. Transfer of funds from one 51000 series line item to another for the purpose of creating additional positions or change of classification requires prior approval of the Finance Board and the RTM in addition to the Personnel Review Board. Open positions should not be filled unless absolutely necessary. Departments Heads must disclose the assignment of and costs associated with re-assignment of personnel outside of their normal work function. Please attach a detailed listing of positions under each category (i.e. administration). Finance will provide Department Heads with information for your personnel budgets (i.e. salary, fringe benefits, etc.); however, finance staff will work with Department Heads to calculate overtime and other hours for specific departments.

   As detailed in #9, if a position is to be funded through a grant, the budget request must include the name of the grant, amount of grant funds requested and the total cost of the position if the grant award is not received.

6. Provide a detailed listing of specific dues, conferences and other educational expenses and a rationale for this need. These costs must be disclosed within this classification and not included under Training. The Training Line Item must be restricted to mandated or required training only.

   - Provide a five-year history of mandatory training
   - Describe the changes year-to-year as the schedule requires

7. Accounts with a $1 budgeted will be zeroed out and removed unless a justification to keep it open is attached.

8. A certified audit report of all funds appropriated during the last completed fiscal year should be supplied by public health nurses, Ledge Light Health District, seCTer, library and social service agencies. Requests should also include a reporting of total Waterford residents serviced.

9. Any organization that receives funds from source(s) other than the Town or anticipates receiving funds from source(s) other than the Town is requested to disclose the source(s), amount received/anticipated and how those funds are or will be used. Any organization that receives funding from outside sources and does not disclose those sources is required to provide an explanation. For each source of funding please provide the amount received in the previous fiscal year, the amount received or expected in the current fiscal year and any amount expected in the next fiscal year, including grants. In addition, for grant funds, include

the line item from which the funds were expended, as well as a projection of anticipated grant funds for the next fiscal year.

- The Utility Commission must provide a copy of its Sewer Enterprise Fund current fiscal year operating budget and its projected operating budget for Fiscal Year 2023-2024.

10. Director of Fire Services is requested to provide rationale for differences (if any) between fire company budgets in all budgeted classifications now that all company budgets are funded through the Fire Service budget. In addition, please provide a summary by line item for each company. Individual fire company allocations should be detailed in each fire services account line. A summary by account number for each fire company should be included at the end of the budget request.

11. The Youth and Family Services Bureau, Recreation and Park Department and the Senior Citizens Commission are expected to provide a summary of the past, current and projected size of each program and any revenue vs. cost information associated with fee based programs. Provide a 3-year history of all programs offered but were subsequently cancelled and provide the reason for the cancellation.

12. The Youth and Family Services Bureau, Recreation and Park Department and the Senior Citizens Commission shall provide a full accounting report for any grants, donations or special revenue received from sources other than the Town of Waterford for Fiscal Year 2021-2022 and current data on Fiscal Year 2022-2023. Said reports MUST be attached to the department Fiscal Year 2024 budget request.

SECTION B - FINANCE DEPARTMENT INSTRUCTIONS

1. Review your schedule of fees charged, providing the rationale for those amounts. Please report your revenues on the Schedule of Revenue. This form should be used to report General Fund revenue only.

2. Personnel costs for general government employees covered by expired or expiring union contracts will be calculated at the rate in effect at the expiration of the current contract. For budget purposes, finance will use **260** workdays/**52** weeks (Monday-Friday) for calculating payroll figures for fiscal year 2023-2024.

3. Calculate mileage reimbursement at **58.5** cents per mile (2022 IRS standard mileage rate).

4. Calculate unleaded gasoline as follows.
   **Rates will be distributed as soon as available. Currently negotiating FY24 pricing.*

5. Calculate heating oil and diesel as follows:
   (Estimated price/gallon based on information provided by our current supplier.)
   Ultra Low Sulfur Diesel Fuel; TBD per gallon (summer blend)
   Ultra Low Sulfur Diesel Fuel: TBD per gallon (winter blend)
   #2 Heating Oil TBD per gallon

**Rates will be distributed as soon as available. Currently negotiating FY24 pricing.*

6. The Finance Office will provide all standard office supplies. (Only those supplies that are unique to your department needs and not available through the Finance Office should be reflected in your budget request.) A list of standard office supplies provided by the Finance Office can be found on the "T" Drive in the Purchasing Folder for your reference. Office furniture and equipment are not consumables and must be budgeted in department budgets.

7. The Finance Office will provide black and white printing unless your requirement is unusual. Check with the Purchasing Agent before budgeting for any printing. All color printing must be budgeted within your department's operating budget at a rate of $.05 per page.

8. Include a brief functional statement of the duties and responsibilities of your agency and submit the budget summary worksheet for your department. This summary should include a list of any Connecticut statutes relating to the individual department. A budget format template (MsWord) and budget worksheet template (Excel) can be found on the **"G" Drive/Budget 2023-2024/FY23.** There are tabs along the bottom of the workbook for each department. All budgets and supporting documentation must be submitted on 8 ½ x 11 paper. If that drive is not available to your office, please contact the Finance Office as soon as possible. **Only these forms will be accepted. Please do not submit PDF files or forms.**

9. Any amounts proposed to be expended for gifts associated with illness, retirement, special personal events or achievements, etc. must be submitted to the First Selectman, with justification, for inclusion in the Board of Selectmen's budget. Traditional employee performance awards and citations are permissible through departmental budgets but must be described in your budget justification.

10. Any department with employees covered under the GGA Contract or Non-Union Management Professionals whose sick time will exceed the maximum accrual allowed by the GGA Contract, must budget the value of the estimated overage under Fringe Benefits by individual calculated as follows:

    Current hourly rate of pay - (employee's annual salary on their anniversary date divided by 2080 hours) times 50% of the numbers of hours over the maximum (175 days) if hired prior to July 1, 2006. This amount will be deposited into the employee's HRA.

SECTION C – ADDITIONAL BUDGET INSTRUCTIONS

It is recognized that much work goes into the preparation of your budgets and your efforts and cooperation are acknowledged and appreciated. Budget request pages should be numbered and all graphs should be submitted in color.

Please email your budget documents to Kim Allen, kallen@waterfordct.org no later than the close of business on **December 9, 2022.** Budgets that require commission approval should include a copy of the meeting minutes that show the commission's vote to approve the FY24 budget request.

If you are unable to email your budget, please send two copies of your final budget to the Finance Office no later than close of business on **December 9, 2022. Your budget must be single-sided, indexed, paginated and submitted without staples.** You must be in attendance for your budget review session in accordance with the attached schedule.

Glenn Patterson, Chairman
Board of Finance

Attachments:

- Schedule of Revenues (general and special fund)
- Budget Workbook – Department
- Uniform Budget Forms
- Personnel-Fringe Benefit Template

(These documents are also available on the 'G' Drive/Budget 2023-2024)

17a

TOWN OF WATERFORD
GENERAL FUND
2023 - 2027 CAPITAL IMPROVEMENT PLAN (CIP, CNR & ARPA)
FY23 QUARTERLY REPORT (September 30 through December 31)

DATE APPROVED	DEPARTMENT	SOURCE	LINE ITEM	DESCRIPTION	APPROVED BUDGET	AMOUNT APPROPRIATED/ AVAILABLE	AMOUNT DESIGNATED	AMOUNT ENCUMBERED	AMOUNT EXPENDED	COMMENTS	DATE UPDATED
7/1/2017	BOE	CNR	20560-57822	IT LEARNING BOARDS-END OF LIFE	678,111	14,912	-	-	663,199	We are awaiting a quote for the final project at WHS, after which a request will begin to work its way through the boards.	12/28/2022
7/1/2019	BOE	CNR	20560-57828	QH 1-YEAR RETRO COMMISSIONING	30,000	-	30,000	-	-	Plan is for work to start over summer 2023.	12/28/2022
7/1/2019	BOE	CNR	20560-57833	TENNIS COURTS	52,300	-	52,300	-	-	A full tear and replace is needed. Request for future plan to be included with capital budget request.	12/28/2022
7/1/2020	BOE	CNR	20560-57842	SCHOOL SECURITY	100,000	32,175	-	-	67,825	Will submit a joint request for town and school security upgrades.	12/28/2022
7/1/2016	EMERGENCY MGMT	CNR	20522-57794	MOBILE & PORTABLE RADIO REPLACEMENT PROGRAM	1,261,261	0	740,165	0	521,096	Chief of Police, Emergency Operations Manger and Fire Services Administrator working to review all town radios and needs to prepare request for appropriation.	12/20/220
7/1/2019	FACILITIES	CIP	31120-55851	ADA IMPROVEMENTS PD	87,000	87,000	0	0	0	Town's on-call engineer preparing scope of work for bid preparation. Bid to be distributed in February 2023.	12/28/2022
7/1/2020	FACILITIES	CIP	31121-55851	ADA IMPROVEMENTS YSB	80,700	62,061	0	14,000	4,639	Town's on-call engineer preparing scope of work for bid preparation. Bid to be distributed in February 2023.	12/28/2022
7/1/2021	FACILITIES	CIP	31122-57857	CIVIC TRIANGLE UPGRADES	150,000	523	0	20,981	128,496	Funds from this project are for contractor to provide scope of project materials to be used in bidding out project phases. Dredging is first phase. See account 31123-57857 for dredging update.	12/28/2022
7/1/2022	FACILITIES	CIP	31123-55905	UST REPLACEMENT (LIBRARY & PUBLIC SAFETY)	420,000	400,000	0	18,000	2,000	Library ready to move forward. Public Safety work to be bid in February 2023 after heating season.	12/28/2022
7/1/2022	FACILITIES	CIP	31123-55904	UST REPLACEMENT (EUGENE O'NEILL)	260,000	256,463	0	0	3,537	Part 1 (tank removal - plan to install an interior tank in the basement. Eugene O'Neill making room for the tank while the pipes and mechanics are being reviewed before the installation. A bid to purchase and install the interior tank is scheduled for February 2023. Part 2: temporary tank installed.	12/28/2022
7/1/2021	FACILITIES	CIP	31122-55819	UNDERGROUND TANK REPLACMENT (POLICE DEPT)	250,000	166,867	0	67,559	15,574	The new gas line is installed. Receipt of the new burner is delayed to February due to supply chain issues.	12/28/2022
7/1/2021	FACILITIES	CIP	31122-55892	AC UNIT REPLACEMENT AT EMERGENCY RADIO SITES	60,500	54,000	0	6,500	0	Bid is distributed to replace the 5 units. Bids due 1/18/23.	12/28/2022
7/1/2019	FACILITIES	CIP	31120-55852	TOWN HALL BATHROOMS	87,500	72,910	0	5,033	9,557	Legal currently reviewing the bid before distribution.	12/28/2022
7/1/2016	FACILITIES	CIP	31117-55803	PARKING LOT - YOUTH SERVICES	300,000	292,800	0	0	7,200	Parking lot to be resurfaced and relined in April 2023. Curbing to be completed internally by staff.	12/28/2022

TOWN OF WATERFORD
GENERAL FUND
2023 - 2027 CAPITAL IMPROVEMENT PLAN (CIP, CNR & ARPA)
FY23 QUARTERLY REPORT (September 30 through December 31)

DATE APPROVED	DEPARTMENT	SOURCE	LINE ITEM	DESCRIPTION	APPROVED BUDGET	AMOUNT APPROPRIATED/ AVAILABLE	AMOUNT DESIGNATED	AMOUNT ENCUMBERED	AMOUNT EXPENDED	COMMENTS	DATE UPDATED
7/1/2017	FACILITIES	CIP	31118-55803	PARKING LOT - YSB & POLICE	195,320	138,320	0	0	57,000	Parking lot to be resurfaced and relined in April 2023. Curbing to be completed internally by staff.	12/28/2022
7/1/2021	FACILITIES	CIP/ARPA	31122-55893	EUGENE O'NEILL MANSION ROOF REPLACEMENT (co-funded with Eugene O'Neill)	60,768	36,818	0	21,600	2,350	Architect firm selected to submit a list of options by mid January 2023. Once reviewed, a recommendation will be selected and bid documents prepared.	12/28/2022
2/7/2021	FACILITIES	CNR	20511-57872	ROOF & HVAC REPLACMENT OF PUBLIC SAFETY BULDING	409,400	166,813	0	61,010	181,577	New roof and lightning protection complete. New HVAC unit delivery delayed to April 2023.	12/28/2022
2/7/2021	FACILITIES	CNR	20511-57874	RECONDITION ELEVATORS (TOWN HALL & YSB)	282,350	282,350	0	249,965	0	PO opened and OTIS has assigned a project manager. Waiting on schedule from Otis to begin work.	12/28/2022
11/9/2022	FACILITIES	CNR	20511-57879	TOWN HALL BATHROOMS	237,090	35	0	282,315	0	Project transferred from CIP (31121-55852) and add'l appropriation approved for $217,000.	11/9/2022
8/9/2021	FACILITIES	CNR	20511-57839	TOWN HALL EMERGECNY EGRESS	46,000	41,275	0	0	4,725	On hold as other projects have taken priority.	12/28/2022
7/1/2021	FACILITIES	CNR	20511-57866	TOWN HALL FRONT DOOR	35,000	29,886	-	648	4,467	No bids received. Working with BOE to move the project forward.	12/28/2022
7/1/2015	FINANCE	CIP	30716-55793	FINANCIAL SOFTWARE UPGRADE	170,000	9,692	0	2,800	157,508	New virtual servers needed to complete upgrade. The servers will be installed and setup February 20 through March 3, 2023. MUNIS software upgrade to occur after servers installed and testing will be performed through May. New update will "go live" June 2, 2023.	12/20/220
7/1/2022	FIRE	CIP	32323-55900	COHANZIE EMERGENCY GENERATOR	55,000	55,000	0	0	0	Met with vendor to review project. Will seek approval as a cooperative purchase.	12/20/220
7/1/2019	FIRE	CNR	20523-57751	ELECTICAL UPGRADE JORDAN	43,500	-	-	-	14,812	Project completed and can be closed.	12/20/220
7/1/2019	FIRE	CNR	20523-57733	OSWEGATCHIE FIRE BUILDING IMPROVEMENTS	3,000,000	500	2,990,000	-	19,500	Project being discussed at RTM Ad Hoc Committee.	12/20/220
7/1/2019	FIRE	CNR	20523-57836	FIRE SERVICES CARPET REPLACEMENT (PUBLIC SAFETY BUILDING)	30,000	-	30,000	-	-	Mystic Air Quality report completed. A larger scope plan will be submitted with a plan to remove the asbestos and replace carpet.	12/20/220
7/1/2019	FIRE	CNR	20523-57838	FIRE SERVICES PRE EMPTION LIGHT REPAIRS	50,000	-	50,000	-	-	Report on necessary repairs/replacements will be used to complete a cooperative purchasing request so that request for funding appropriation can be submitted.	12/20/220
7/1/2019	FIRE	CNR	20523-57791	JORDAN TRAFFIC LIGHT UPGRADE	25,000	-	25,000	-	-	Dirctor working on a plan to complete project.	12/20/2022
8/3/2022	IT	ARPA	23507-55016	Broadband/Security Upgrades at Pump Stations	680,322	680,322	0	0	5,574	Meeting scheduled with Utility Commission to review scope and create a plan moving forward.	12/16/2022

TOWN OF WATERFORD
GENERAL FUND
2023 - 2027 CAPITAL IMPROVEMENT PLAN (CIP, CNR & ARPA)
FY23 QUARTERLY REPORT (September 30 through December 31)

DATE APPROVED	DEPARTMENT	SOURCE	LINE ITEM	DESCRIPTION	APPROVED BUDGET	AMOUNT APPROPRIATED/ AVAILABLE	AMOUNT DESIGNATED	AMOUNT ENCUMBERED	AMOUNT EXPENDED	COMMENTS	DATE UPDATED
7/1/2020	IT	CNR	20547-57846	FIBER UPGRADE (Priority 1)	28,000	5,179	22,620	0	201	Bids rejected. Need more information on conduit that will be used. IT working with DPW staff to clean and identify all existing conduit to be used. Once all information is know, the project will be sent out to rebid.	12/28/2022
7/1/2021	IT	CNR	20547-57861	SWITCHES	22,500	0	0	0	20,241	Project complete and to be closed.	12/28/2022
7/1/2021	IT	CNR	20547-57860	PHONE SYSTEM UPGRADE (SOFTWARE & HARDWARE) (Priority 4)	16,000	0	16,000	0	0	Equipment is at end of life and is becoming a higher priority. Will request additional funds as part of FY24 CNR budget.	12/28/2022
7/1/2021	IT	CNR	20547-57847	TOWN WIDE CAMERA SYSTEM (Priority 5)	85,000	0	85,000	0	0	IT manager reviewing town infrastructure to determine what is needed to support the new camera system.	12/28/2022
7/1/2021	LIBRARY	CNR	10140-57848	LIBRARY HVAC UPGRADE	1,091,200	0	1,091,200	0	0	Project is at the State Bonding Commission. Once bond is received, project will move forward.	12/20/220
8/3/2022	PLANNING	ARPA	23507-58021	ECONOMIC ASSISTANCE TO SMALL BUSINESSES	300,000	155,254	0	22,000	122,746	First round of awards distributed. Commission to hold a second round of awards in early Spring.	12/15/2022
4/1/2022	PLANNING	ARPA	23507-55018	CIVIC TRIANGLE	950,000	917,450	0	32,290	260	Contract awarded to Kent and Forest. Consultant to assist with bid process so that Phase 1 can be bid and begun.	12/15/2022
7/1/2022	PLANNING	CIP	31123-55903	FISH LADDER UPGRADES	16,000	29	0	0	15,971	Work completed. Project to be closed.	12/15/2022
7/1/2022	PLANNING	CIP	31123-57857	CIVIC TRIANGLE UPGRADES	246,209	178,819	0	67,390	0	All permits received for dredging. Work to begin in early spring.	12/15/2022
7/1/2020	PLANNING	CNR	20511-57857	CIVIC TRIANGLE PROJECT	50,000	0	0	0	49,999	This part of the project complete and account to be closed.	12/15/2022
7/1/2019	PLANNING	CNR	20511-57840	POCD	100,000	0	0	75,612	24,388	Contract awarded to consultant. Public Surveys distributed. Stakeholder meetings to be scheduled for input.	12/15/2022
7/1/22019	PLANNING	CNR	20511-57767	NEVINS COTTAGE	152,000	20,715	100,000	0	31,285	New estimates being requested for new round of grant funding to be available this spring.	12/15/2022
7/1/2019	PLANNING	CNR	20541-57328	ALEWIFE COVE	37,500	0	37,500	0	0	Determine matching fund sources and review grant opportunities or further CIP funding necessary to complete project. Funding availability will drive project completion. Have requested a joint project with New London and awaiting response.	12/19/2022
7/1/2022	POLICE	CIP	32923-55897	CELL BENCH SAFETY OVERLAY	19,596	0	0	0	19,596	Project complete and can be closed.	12/19/2022
7/1/2022	POLICE	CIP	32923-55898	DE-ESCALATION & COMMUNICATION TECHNOLOGY	22,085	0	0	0	22,085	Project complete and can be closed.	12/19/2022

TOWN OF WATERFORD
GENERAL FUND
2023 - 2027 CAPITAL IMPROVEMENT PLAN (CIP, CNR & ARPA)
FY23 QUARTERLY REPORT (September 30 through December 31)

DATE APPROVED	DEPARTMENT	SOURCE	LINE ITEM	DESCRIPTION	APPROVED BUDGET	AMOUNT APPROPRIATED/ AVAILABLE	AMOUNT DESIGNATED	AMOUNT ENCUMBERED	AMOUNT EXPENDED	COMMENTS	DATE UPDATED
7/1/2021	POLICE	CIP	32922-55878	IMPOUND YARD IMPROVEMENTS	28,500	28,500	0	0	0	Purchase orders being readied to purchase fencing per project outlines.	12/19/2022
7/1/2019	POLICE	CIP	32920-55846	POLICY DIRECTIVES REVAMP	30,000	0	0	9,125	20,875	Awaiting final invoice. Once paid, project will be complete and will be closed.	12/19/2022
7/1/2019	PUBLIC WORKS	CIP	33020-55850	CROSS ROAD	2,754,000	287,004	-	726,932	1,740,064	Project 95% complete. Working to complete punch list items: raising fire hydrant before final invoicing and closing project.	12/28/2022
7/1/2020	PUBLIC WORKS	CIP	33021-55867	REMOVE UST COHANZIE FIRE	337,500	937	-	45,663	290,900	Tank removed. Some contaminated soils found. Waiting for wells to be drilled to perform water testing.	12/28/2022
7/1/2021	PUBLIC WORKS	CIP	33022-55889	PAVING: Section A, Area 1(P) - (Olive, Vivian Ct, Orient, Louse, Monroe)	334,473	0	0	0	287,615	Project complete.	12/28/2022
7/1/2021	PUBLIC WORKS	CIP	33022-55891	Transfer Station (Scale & Scale House)	106,548	225	0	20,511	85,812	Scale installed. Working on preparing bid for scale house.	12/28/2022
11/9/2022	PUBLIC WORKS	CNR	20530-57880	PAVING PROJECTS (Niantic River Road, Oil Mill Road, Shore Road, New Shore Road)	1,762,736	1,762,736	0	0	0	Waiting to new state prices released before awarding contract to begin work.	12/28/2022
7/1/2021	PUBLIC WORKS	CNR	20511-57856	JORDAN VILLAGE SIDEWALKS	404,000	82,059	0	311,841	10,100	Sidewalks completed. Seeding still outstanding to be completed in spring 2023.	12/28/2022
6/6/2022	PUBLIC WORKS	CNR	20530-57877	Road Resurfacing Lakes Pond Road, Butlertown Road, Daniels Avenue, Niantic River Road and Gardiner's Wood Road	1,705,358	0	0	11,090	1,200,765	Project completed and to be closed.	12/28/2022
6/6/2022	PUBLIC WORKS (Priority 1)	CNR	20511-57875	Temporary Oil Tank –Eugene O'Neill	10,000	0	0	0	10,000	Project completed and to be closed.	12/28/2022
6/6/2022	PUBLIC WORKS (Priority 1)	CNR	20511-57876	Southwest School Underground Tank Removal	155,000	117,500	0	25,002	12,498	Project bid to be distributed 12/30/22.	12/28/2022
8/3/2022	PUBLIC WORKS (Priority 3)	ARPA	23507-58022	EUGENE O'NEILL THEATER	588,765	588,765	0	1,500	60,148	Architect firm selected to submit a list of options by mid January 2023. Once reviewed, a recommendation will be selected and bid documents prepared.	12/28/2022
7/1/2020	PUBLIC WORKS (Priority 3)	CNR	20511-57859	EUGENE O'NEILL ROOF REPLACEMENT	65,000	0	0	0	65,000	Complete and to be closed.	12/28/2022
7/1/2022	PUBLIC WORKS (Priority 5)	CIP	33023-55902	PAVING: EVERSOURCE AFFECTED 2 (Kingfisher Way, Woodlawn Ave, Sandy Hollow Drive, Mackenzie Road, Kestrel Lane)	325,915	325,915	0	0	0	Work to begin in Spring 2023.	12/28/2022
7/1/2022	PUBLIC WORKS (Priority 7)	CIP	33023-55901	SANDY HOLLOW & SHORE ROADS CONCRETE CURB REPLACEMENT	219,300	208,800	-	1,575	8,925	Bid to be distributed in spring 2023.	12/28/2022
7/1/2021	PUBLIC WORKS (Priority 7)	CIP	33022-55886	SIDEWALK REPLACMENT: Cross Road/Asphalt	69,800	0	0	0	0	Grants not received. Project to be closed.	12/28/2022

TOWN OF WATERFORD
GENERAL FUND
2023 - 2027 CAPITAL IMPROVEMENT PLAN (CIP, CNR & ARPA)
FY23 QUARTERLY REPORT (September 30 through December 31)

DATE APPROVED	DEPARTMENT	SOURCE	LINE ITEM	DESCRIPTION	APPROVED BUDGET	AMOUNT APPROPRIATED/ AVAILABLE	AMOUNT DESIGNATED	AMOUNT ENCUMBERED	AMOUNT EXPENDED	COMMENTS	DATE UPDATED
7/1/2021	PUBLIC WORKS (Priority 7)	CIP/LoCIP	33022-55882	SIDEWALK REPLACEMENT: Norman/Concrete Panels	80,100	60,678	0	2,450	16,972	Design contract awarded. Partially funded as a LoCIP project. To be bid in February 2023 with job completion by June 30, 2023.	12/28/2022
7/1/2021	PUBLIC WORKS (Priority 7)	CIP/LoCIP	33022-55883	SIDEWALK REPLACMENT: William Street/Concrete Sidewalk	42,300	32,732	0	452	9,116	Design contract awarded. Partially funded as a LoCIP project. To be bid in February 2023 with job completion by June 30, 2023.	12/28/2022
7/1/2021	PUBLIC WORKS (Priority 7)	CIP/LoCIP	33022-55884	SIDEWALK REPLACMENT: Summer Street/Concrete Sidewalk	33,420	25,874	0	450	7,096	Design contract awarded. Partially funded as a LoCIP project. To be bid in February 2023 with job completion by June 30, 2023.	12/28/2022
7/1/2021	PUBLIC WORKS (Priority 7)	CIP/LoCIP	33022-55885	SIDEWALK REPLACMENT: David Street/Concrete Sidewalk	43,680	43,680	0	450	9,116	Design contract awarded. Partially funded as a LoCIP project. To be bid in February 2023 with job completion by June 30, 2023.	12/28/2022
7/1/2022	PUBLIC WORKS (Priority 7)	CNR	20530-57867	NIANTIC RIVER SIDEWALK PLAN	35,000	0	0	35,000	0	Using on-call engineer to perform services.	12/28/2022
7/1/2022	PUBLIC WORKS (Priority 8)	CNR	20530-57868	BRIDGE ENGINEERING PLAN	35,000	0	0	35,000	0	Using on-call engineer to perform services.	12/28/2022
7/1/2022	PUBLIC WORKS (Priority 8)	CNR	20530-57869	CROSS ROAD TRAFFIC SIGNAL STUDY	20,000	20,000	0	0	0	On hold pending economic development of airport property. Working with Planning Director to develop scope of work to move forward.	12/28/2022
7/1/2022	PUBLIC WORKS/ FACILITIES (Priority 6)	CNR	20511-57871	PUBLIC SAFETY BLDG HVAC	62,045	0	62,045	0	0	Scope of services being prepared for bid distribution.	12/28/2022
7/1/2022	PUBLIC WORKS/ PLANNING	CNR	20511-57870	MAGO POINT IMPROVEMENTS	400,000	0	400,000	0	0	Awaiting State of CT to approve and sign MOU before work can begin.	12/15/2022
7/1/2022	REC&PARK	CIP	33723-55838	CHILDREN'S PLAYGROUND EQUIPMENT	40,000	40,000	0	0	0	CIP funds will be joined with Contributed Gift Fund to complete project ($50,486). Project to be completed with Civic Triangle to ensure park integrates into overall plan. Received $10,000 Gardiner donation in FY23 and expect one more donation of $10,000 in FY24.	12/13/2022
7/1/2021	REC&PARK	CIP	33722-55896	EQUIPMENT STORAGE PLAN	21,000	0	0	21,000	0	Contractor to provide concept and master plan to be used for a later capital project to complete the work.	12/13/2022
7/1/2018	REC&PARK	CIP	33719-55822	LEARY PARK IRRIGATION	47,300	47,300	0	0	0	Bid documents being prepared for late winter distribution so that work can be completed in the Spring.	12/13/2022
7/1/2018	REC&PARK	CIP	33719-55835	VETERAN'S FIELD IRRIGATION	13,700	13,700	0	0	0	Bid documents being prepared for late winter distribution so that work can be completed in the Spring.	12/13/2022
7/1/2019	REC&PARK	CIP	33720-55854	LEARY BASKETBALL COURT REPAIRS	55,000	55,000	0	0	0	Funds will be used to complete repairs as needed.	12/13/2022

TOWN OF WATERFORD
GENERAL FUND
2023 - 2027 CAPITAL IMPROVEMENT PLAN (CIP, CNR & ARPA)
FY23 QUARTERLY REPORT (September 30 through December 31)

DATE APPROVED	DEPARTMENT	SOURCE	LINE ITEM	DESCRIPTION	APPROVED BUDGET	AMOUNT APPROPRIATED/ AVAILABLE	AMOUNT DESIGNATED	AMOUNT ENCUMBERED	AMOUNT EXPENDED	COMMENTS	DATE UPDATED
7/1/2019	REC&PARK	CIP	33720-55855	TOWN HALL BASKETBALL COURT REPAIRS	16,000	16,000	0	0	0	Funds will be used to complete repairs as needed.	12/13/2022
10/3/2022	REC&PARK	CNR	20537-57878	PLEASURE BEACH PARKWAY	21,236	0	0	21,236	0	Work is encumbered and will begin in early spring to be ready for the beach season.	12/13/2022
	REC&PARK	CNR	20537-57735	LEARY PARK ROAD/PARKING LOG	20,000	0	20,000	0	0	On hold. To be completed after Leary Park Irrigation Project.	12/13/2022
8/3/2022	WUC	ARPA	23507-55012	OLD NORWICH PS UPGRADE	1,097,939	1,097,939	0	72,013	54,362	Bids received above approved budget. Will be rebid after Fargo Lane Water Tower is awarded as the tank is priority over the PS.	12/29/2022
8/3/2022	WUC	ARPA	23507-55014	FARGO LANE WATER TOWER	1,200,000	1,200,000	0	39,700	19,300	Finalized specs for bid to be distributed in min January.	12/29/2022
8/3/2022	WUC	ARPA	23507-55013	GORMAN-RUPP CONTROL PANELS	163,750	163,750	0	0	113,842	Work in progress. 5 (Dock Rd, Richards Grove Rd, Old Barry Rd and Quaker Hill Ctr, Oil Mill Road) out of 9 completed. Currently working on Oil Mill Road Station. Remaining upgrades to be completed at Oswegatchie Rd, Shore Rd, Niantic River Rd and Ridgewood Ave. WUC staff performing all work.	12/29/2022
7/1/2020	WUC	CIP	33121-55871	EVERGREEN PUMP STATION (4TH PUMP INSTALLATION)	375,000	4,700	0	78,753	291,547	Pump is installed. Wrong cabinet received for the variable frequency drive unit and new one ordered.	12/29/2022
7/1/2021	WUC	CIP	33122-55894	CONTROL PANEL RETRO-FIT (GORMAN-RUPP STATION)	30,000	30,000	0	0	0	Work to include replacing existing pump control panels at 18 stations. Work ongoing.	12/29/2022
7/1/2021	WUC	CIP	33122--55895	ROOF & SIDING REPLACEMENT	50,000	0	0	0	50,000	Work complete at Bolles Ct, Niantic River Road, Shore Rd, Dock, and Waterford Village. Work ongoing at other stations under separate account number. This account number can be closed.	12/29/2022
7/1/2022	WUC	CIP	33123-55895	ROOF & SIDING REPLACEMENT	50,000	44,848	0	0	5,152	Work complete at Bolles Ct, Niantic River Road, Shore Rd, Dock, and Waterford Village. Work ongoing at other stations.	12/29/2022
7/1/2019	WUC	CIP	33120-55821	IN-LINE WASTWATER SOLID GRINDERS	48,000	0	0	0	48,575	Work completed. Project to be closed after cover deficit of $575.	12/29/2022
7/1/2022	WUC	CIP	33123-55906	NEW BILLING SOFTWARE	130,000	26,154	0	103,846	0	New software being configured and implemented. "Go Live" date in May.	12/29/2022
7/1/2020	WUC	CNR	20531-57816	OLD NORWICH/EVERGREEN & HARVEY PUMP STATION REHABS	506,000	5,438	0	91,845	408,717	Evergreen Station work completed. Work on the Harvey Station begun.	12/29/2022
7/1/2014	WUC	CNR	20531-55771	HARVEY AVENUE PUMP STATION REHAB	1,083,000	19,422	-	-	1,063,578	All pumps, drives and motor control center replaced. Remaining funds to be used for HVAC improvements at the station.	12/29/2022
7/1/2018	WUC	CNR	20531-57685	MITIGATION & CONTROL	388,303	310,986	-	1,078	76,239	Continuous I/I mitigation program. I/I locations are continually assessed and deficiencies are addressed/repaired during the Spring.	12/29/2022

TOWN OF WATERFORD
GENERAL FUND
2023 - 2027 CAPITAL IMPROVEMENT PLAN (CIP, CNR & ARPA)
FY23 QUARTERLY REPORT (September 30 through December 31)

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7/1/2018	WUC	CNR	20531-57802	FORCE MAIN AIR RELEASE VALVES (EVALUATE AND REPLACE)	43,000	-	43,000	-	-	Project to be closed.	12/29/2022

17b

TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
October 1, 2022 through December 31, 2022

		BUDGET	TOTAL ENCUMBERED	TOTAL EXPENDED	BALANCE AVAILABLE
1: PUBLIC HEALTH					
1.2 COVID-19 Testing					
Wfd-1.2-01	COVID Test Kits PROJECT COMPLETE	$ 3,500.00	$ -	$ 3,499.84	$ -
1.5 Personal Protective Equipment					
Wfd-1.5-01	PPE Supplies	$ 1,000.00	$ -	$ -	$ 1,000.00
1.7 Other COVID-19 Public Health Expenses					
Wfd-1.7-01	First Responder CADlink Equipment and Software	$ 80,570.00	$ 1,308.68	$ 69,363.69	$ 9,897.63
Wfd-1.7-02	ESO Fire RMS Software PROJECT COMPLETE	$ 10,924.00	$ -	$ 10,923.95	$ 0.05
Wfd-1.7-03	Dispatch Upgrades PROJECT COMPLETE				
1.12 Mental Health Services					
Wfd-1.12-01	Human Services Coordinator	$ 266,101.00	$ 207,374.78	$ 58,726.22	$ -
1.14 Other COVID-19 Public Health Services					
Wfd-1.14-01	Ledgelight Health District PROJECT COMPLETE	$ 55,479.00	$ -	$ 55,478.90	$ 0.10
	PUBLIC HEALTH SUBTOTAL	**$ 417,574.00**	**$ 208,683.46**	**$ 197,992.60**	**$ 10,897.78**
2: NEGATIVE ECONOMIC IMPACTS					
2.32 Small Business Economic Assistance (General)					
Wfd-2.32-01	Waterford Small Business Grants	$ 300,000.00	$ 22,000.00	$ 122,746.20	$ 155,253.80
2.35 Aid to Tourism, Travel or Hospitality					
Wfd-2.35-01	Eugene O'Neill Theater	$ 588,765.00	$ 1,500.00	$ 60,147.94	$ 527,117.06
	NEGATIVE ECONOMIC IMPACTS SUBTOTAL	**$ 888,765.00**	**$ 23,500.00**	**$ 182,894.14**	**$ 682,370.86**

TOWN OF WATERFORD
AMERICAN RESCUE FUNDS QUARTERLY REPORT
October 1, 2022 through December 31, 2022

		BUDGET	TOTAL ENCUMBERED	TOTAL EXPENDED	BALANCE AVAILABLE
5: INFRASTRUCTURE					
5.5 Clean Water: Other Sewer Infrastructure					
Wfd-5.5-01	Cross Road Pump Station Upgrade PROJECT CANCELLED	$ 54,361.28	$ -	$ 54,361.28	$ -
Wfd-5.5-02	Old Norwich Road Pump Station Upgrade	$ 1,097,938.72			$ 1,097,938.72
Wfd-5.5-03	Gorman Pump Station Control Panels Upgrade	$ 163,750.00			$ 163,750.00
5.14 Drinking Water: Storage					
Wfd-5.14-01	Fargo Lane Water Tower Rehab	$ 1,200,000.00	$ 39,499.95	$ 19,500.05	$ 1,141,000.00
5.21 Broadband: Other Projects					
Wfd-5.21-01	Broadband/Security Upgrades at Pump Stations	$ 680,322.00	$ -	$ 5,574.00	$ 674,748.00
	INFRASTRUCTURE SUBTOTAL	**$ 3,196,372.00**	**$ 39,499.95**	**$ 79,435.33**	**$ 3,077,436.72**
6: REVENUE REPLACEMENT					
6.1 Wfd-6.1-01	Civic Triangle Park ADA Revitalization	$ 950,000.00	$ 32,289.65	$ 259.95	$ 917,450.40
Wfd-6.1-02	Town GIS Updates	$ 37,500.00	$ 22,598.97	$ 14,901.03	$ -
Wfd-5.21-02	Cyber Security PROJECT COMPLETE	$ 25,168.00	$ -	$ 25,168.00	$ -
	REVENUE REPLACEMENT SUBTOTAL	**$ 1,012,668.00**	**$ 54,888.62**	**$ 40,328.98**	**$ 917,450.40**
	TOTAL	**$ 5,515,379.00**	**$ 326,572.03**	**$ 500,651.05**	**$ 4,688,155.76**

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FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

Date: December 12, 2022

To: The Members of the Board of Finance

From: The Town Accountant

Subject: Periodic Financial Statements

Enclosed are the latest financial statements.
If you have any questions, please call.

Thank you,

Virginia Bielucki

Enclosures:

General Fund-Statement of Revenues and Statement of Expenditures

Fleet Management-Statement of Revenues and Expenditures

Capital and Non-recurring Fund-Statement of Fund Balance Designations and Appropriations

Capital Improvement Fund-Expenditures

Capital Projects Funds-Expenditures

Contributed Gifts Fund-Balances

Insurance Administration Fund- Balance Sheet

TOWN OF WATERFORD
STATEMENT OF REVENUES COMPARED TO ANTICIPATED
FOR FISCAL YEAR 2021-2022, THROUGH NOVEMBER 30, 2022
WITH COMPARATIVE ACTUAL AMOUNTS
FOR FISCAL YEAR 2020-2021, THROUGH NOVEMBER 30, 2021

	FISCAL YEAR 2022-2023 BUDGET	FISCAL YEAR 2022-2023 ACTUAL	FAVORABLE (UNFAVORABLE) FISCAL YEAR 2022-2023 VARIANCE	FISCAL YEAR 2021-2022 ACTUAL
STATE OF CONNECTICUT				
EDUCATION				
EQUALIZED COST SHARING	$316,189	$81,611	(234,578)	$81,611
HEALTH & WELFARE	$6,359	$0	(6,359)	$0
SUB TOTAL	**322,548**	**81,611**	**(240,937)**	**81,611**
GENERAL GOVERNMENT				
TIERED PILOT	316,181	316,181	(0)	$235,221
COURT FINES	0	1,460	1,460	$0
CIVIL PREPAREDNESS	9,713	19,653	9,940	$40,686
TELECOMMUNICATIONS PROPERTY TAX	48,729	0	(48,729)	$0
TOWN AID ROADS-IMPROVED	316,431	160,560	(155,871)	$158,216
LOCAL CAPITAL IMPROVEMENT (LOCIP)	115,890	0	(115,890)	$117,757
SDE STATE GRANT	14,000	7,000	(7,000)	$7,093
ENHANCEMENT 911	22,981	11,209	(11,772)	$12,386
MUNICIPAL REVENUE SHARE GRANT	0	373,384	373,384	$83,589
TOTAL GENERAL GOVERNMENT	**843,925**	**889,447**	**45,522**	**654,948**
TOTAL STATE OF CONNECTICUT	**1,166,473**	**971,058**	**(195,415)**	**736,559**
OTHER SOURCES				
EDUCATION				
TUITION	83,432	9,604	(73,828)	62,387
RENT & MISCELLANEOUS	4,930	986	(3,944)	2,490
SUB TOTAL	**88,362**	**10,590**	**(77,772)**	**64,877**

TOWN OF WATERFORD
STATEMENT OF REVENUES COMPARED TO ANTICIPATED
FOR FISCAL YEAR 2021-2022, THROUGH NOVEMBER 30, 2022
WITH COMPARATIVE ACTUAL AMOUNTS
FOR FISCAL YEAR 2020-2021, THROUGH NOVEMBER 30, 2021

	FISCAL YEAR 2022-2023 BUDGET	FISCAL YEAR 2022-2023 ACTUAL	FAVORABLE (UNFAVORABLE) FISCAL YEAR 2022-2023 VARIANCE	FISCAL YEAR 2021-2022 ACTUAL
GENERAL GOVERNMENT				
INTEREST & LIENS	321,563	103,524	(218,039)	118,490
INTEREST ON INVESTMENTS	110,000	692,926	582,926	38,827
RECREATION & PARKS	75,000	156,586	81,586	140,018
COMMUNITY USE OF SCHOOLS	0	0	0	100
BUILDING INSPECTOR	350,000	321,215	(28,785)	272,467
LICENSE, FEE, PERMIT, FINE	40,159	9,074	(31,086)	12,981
WATER MAIN ASSESSMENTS	0	0	0	403
SALE OF VEHICLES	0	683	683	0
SALE OF EQUIPMENT	0	5,059	5,059	22
NL RADIO COMM. NETWORK USE FEE	72,000	0	(72,000)	0
ALARM PENALTIES	0	0	0	50
BULKY WASTE FEES	70,000	48,977	(21,023)	53,434
MISCELLANEOUS	69,306	99,198	29,892	29,060
CONVEYANCE TAX	200,000	153,443	(46,557)	210,483
EMS-REG COMM CTR FEES	6,000	1,500	(4,500)	1,500
SEWER ASSESSMENTS	0	0	0	555
PLANNING& ZONING, ZBA, CONSRV COMM	38,500	34,225	(4,275)	20,380
TOWN CLERK FEES	200,000	66,885	(133,115)	105,516
TIPPING FEES	200,000	67,758	(132,242)	79,128
RECYCLING	25,000	27,237	2,237	17,354
COST SHARING PRR	0	187,367	187,367	83,722
TRANSFERS FROM OTHER FUNDS	0.00	17,177	17,177	5,814
TRANSFERS IN-PY ENCUMBRANCES	0	0	0	650
EUGENE O'NEILL GATE/LEASE REVENUE	10,000	0	(10,000)	9,159
AMBULANCE OPERATING SUBSIDY	0	0	0	5,000
YSB BOE CLERICAL STIPEND	5,000	5,000	0	5,000
RENTAL OF BUILDINGS	75,000	53,154	(21,846)	50,679
SENIOR SERVICES	10,796	5,777	(5,019)	22,099
VERSA KART/BLUE BOXES	5,000	3,870	(1,130)	5,620
CIRMA MEMEBERS EQUITY DISTRIBUTION	0	0	0	96,057
SUB TOTAL	**1,883,324**	**2,060,657**	**177,333**	**1,384,568**
TOTAL OTHER SOURCES	**1,971,686**	**2,071,247**	**99,561**	**1,449,445**
PROPERTY TAXATION				
CURRENT PROPERTY TAX	95,943,064	72,101,979	(23,841,085)	69,837,811
PRIOR YEAR TAXES	300,000	110,768	(189,232)	(34,088)
TOTAL PROPERTY TAXATION	**96,243,064**	**72,212,748**	**(24,030,316)**	**69,803,723**
TOTAL REVENUES	**99,381,223**	**75,255,052**	**(24,126,171)**	**71,989,727**

TOWN OF WATERFORD
STATEMENT OF REVENUES COMPARED TO ANTICIPATED
FOR FISCAL YEAR 2021-2022, THROUGH NOVEMBER 30, 2022
WITH COMPARATIVE ACTUAL AMOUNTS
FOR FISCAL YEAR 2020-2021, THROUGH NOVEMBER 30, 2021

	FISCAL YEAR 2022-2023 BUDGET	FISCAL YEAR 2022-2023 ACTUAL	FISCAL YEAR 2022-2023 PERCENT RECEIVED	FAVORABLE (UNFAVORABLE) FISCAL YEAR 2022-2023 VARIANCE	FISCAL YEAR 2021-2022 ACTUAL
STATE OF CONNECTICUT					
EDUCATION					
EQUALIZED COST SHARING	$316,189	$81,611	25.81%	(234,578)	$81,611
HEALTH & WELFARE	$6,359	$0	0.00%	(6,359)	$0
SUB TOTAL	**322,548**	**81,611**	**25.30%**	**(240,937)**	**81,611**
GENERAL GOVERNMENT					
TIERED PILOT	316,181	316,181	100.00%	(0)	$235,221
COURT FINES	0	1,460	#DIV/0!	1,460	$0
CIVIL PREPAREDNESS	9,713	19,653	202.33%	9,940	$40,686
TELECOMMUNICATIONS PROPERTY TAX	48,729	0	0.00%	(48,729)	$0
TOWN AID ROADS-IMPROVED	316,431	160,560	50.74%	(155,871)	$158,216
LOCAL CAPITAL IMPROVEMENT (LOCIP)	115,890	0	0.00%	(115,890)	$117,757
SDE STATE GRANT	14,000	7,000	50.00%	(7,000)	$7,093
ENHANCEMENT 911	22,981	11,209	48.77%	(11,772)	$12,386
MUNICIPAL REVENUE SHARE GRANT	0	373,384	#DIV/0!	373,384	$83,589
TOTAL GENERAL GOVERNMENT	**843,925**	**889,447**	**105.39%**	**45,522**	**654,948**
TOTAL STATE OF CONNECTICUT	**1,166,473**	**971,058**	**83.25%**	**(195,415)**	**736,559**
OTHER SOURCES					
EDUCATION					
TUITION	83,432	9,604	11.51%	(73,828)	62,387
RENT & MISCELLANEOUS	4,930	986	20.00%	(3,944)	2,490
SUB TOTAL	**88,362**	**10,590**	**11.98%**	**(77,772)**	**64,877**

TOWN OF WATERFORD
STATEMENT OF REVENUES COMPARED TO ANTICIPATED
FOR FISCAL YEAR 2021-2022, THROUGH NOVEMBER 30, 2022
WITH COMPARATIVE ACTUAL AMOUNTS
FOR FISCAL YEAR 2020-2021, THROUGH NOVEMBER 30, 2021

	FISCAL YEAR 2022-2023 BUDGET	FISCAL YEAR 2022-2023 ACTUAL	FISCAL YEAR 2022-2023 PERCENT RECEIVED	FAVORABLE (UNFAVORABLE) FISCAL YEAR 2022-2023 VARIANCE	FISCAL YEAR 2021-2022 ACTUAL
GENERAL GOVERNMENT					
INTEREST & LIENS	321,563	103,524	32.19%	(218,039)	118,490
INTEREST ON INVESTMENTS	110,000	692,926	629.93%	582,926	38,827
RECREATION & PARKS	75,000	156,586	208.78%	81,586	140,018
COMMUNITY USE OF SCHOOLS	0	0	#DIV/0!	0	100
BUILDING INSPECTOR	350,000	321,215	91.78%	(28,785)	272,467
LICENSE, FEE, PERMIT, FINE	40,159	9,074	22.59%	(31,086)	12,981
WATER MAIN ASSESSMENTS	0	0	#DIV/0!	0	403
SALE OF VEHICLES	0	683	#DIV/0!	683	0
SALE OF EQUIPMENT	0	5,059	#DIV/0!	5,059	22
NL RADIO COMM. NETWORK USE FEE	72,000	0	0.00%	(72,000)	0
ALARM PENALTIES	0	0	#DIV/0!	0	50
BULKY WASTE FEES	70,000	48,977	69.97%	(21,023)	53,434
MISCELLANEOUS	69,306	99,198	143.13%	29,892	29,060
CONVEYANCE TAX	200,000	153,443	76.72%	(46,557)	210,483
EMS-REG COMM CTR FEES	6,000	1,500	25.00%	(4,500)	1,500
SEWER ASSESSMENTS	0	0	#DIV/0!	0	555
PLANNING& ZONING, ZBA, CONSRV COMM	38,500	34,225	88.90%	(4,275)	20,380
TOWN CLERK FEES	200,000	66,885	33.44%	(133,115)	105,516
TIPPING FEES	200,000	67,758	33.88%	(132,242)	79,128
RECYCLING	25,000	27,237	108.95%	2,237	17,354
COST SHARING PRR	0	187,367	#DIV/0!	187,367	83,722
TRANSFERS FROM OTHER FUNDS	0.00	17,177	#DIV/0!	17,177	5,814
TRANSFERS IN-PY ENCUMBRANCES	0	0	#DIV/0!	0	650
EUGENE O'NEILL GATE/LEASE REVENUE	10,000	0	0.00%	(10,000)	9,159
AMBULANCE OPERATING SUBSIDY	0	0	#DIV/0!	0	5,000
YSB BOE CLERICAL STIPEND	5,000	5,000	100.00%	0	5,000
RENTAL OF BUILDINGS	75,000	53,154	70.87%	(21,846)	50,679
SENIOR SERVICES	10,796	5,777	53.51%	(5,019)	22,099
VERSA KART/BLUE BOXES	5,000	3,870	77.40%	(1,130)	5,620
CIRMA MEMEBERS EQUITY DISTRIBUTION	0	0	#DIV/0!	0	96,057
SUB TOTAL	**1,883,324**	**2,060,657**	**109.42%**	**177,333**	**1,384,568**
TOTAL OTHER SOURCES	**1,971,686**	**2,071,247**	**105.05%**	**99,561**	**1,449,445**
PROPERTY TAXATION					
CURRENT PROPERTY TAX	95,943,064	72,101,979	75.15%	(23,841,085)	69,837,811
PRIOR YEAR TAXES	300,000	110,768	36.92%	(189,232)	(34,088)
TOTAL PROPERTY TAXATION	**96,243,064**	**72,212,748**	**75.03%**	**(24,030,316)**	**69,803,723**
TOTAL REVENUES	**99,381,223**	**75,255,052**	**75.72%**	**(24,126,171)**	**71,989,727**

GENERAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET
FOR FISCAL YEAR 2022-2023, THROUGHNOVEMBER 30, 2022
WITH COMPARATIVE ACTUAL AMOUNTS
FOR FISCAL YEAR 2021-2022, THROUGH NOVEMBER 30, 2021

	FISCAL YEAR2023 APPROPRIATED	FISCAL YEAR2023 ACTUAL	FISCAL YEAR2023 VARIANCE FAVORABLE (UNFAVORABLE)	FISCAL YEAR 2021-2022 ACTUAL
GENERAL GOVERNMENT				
Board of Selectmen	$207,605	$81,597	126,008	$107,676
Registrar of Voters	$78,204	$55,628	22,576	$39,325
Board of Finance	$66,673	$69,541	(2,868)	$62,855
Assessor	$259,344	$109,265	150,079	$106,219
Board of Assessment Appeals	$1,620	$314	1,306	$372
Tax Collector	$210,139	$97,873	112,266	$97,419
Finance Department	$703,709	$320,331	383,378	$352,435
Legal Department	$295,000	$93,035	201,965	$120,285
Town Clerk	$275,739	$153,998	121,741	$121,385
Planning and Zoning	$657,972	$268,210	389,762	$244,175
Building Maintenance	$888,781	$399,113	489,668	$326,236
Insurance	$4,728,672	$1,245,046	3,483,626	$1,387,310
Economic Development Commission	$27,471	$2,117	25,354	$7,328
Conservation Commission	$18,250	$1,447	16,803	$13,336
Zoning Board of Appeals	$4,310	3,009	1,301	4,681
Retirement Commission	$6,333,067	$3,202,133	3,130,934	$2,744,238
R.T.M.	$18,903	$14,145	4,758	$13,832
Building Department	$316,641	$86,233	230,408	$90,063
Youth Service Bureau	$272,160	$95,376	176,784	$124,303
Social Service Grants/Miscellaneous	$86,473	$81,991	4,482	$75,427
Contingency Fund	$261,729	0	261,729	0
Emergency Management	$1,068,486	$403,928	664,558	$360,436
Fire Services	$3,408,420	$1,835,197	1,573,223	$1,814,446
Police Department	$6,428,214	$2,437,267	3,990,947	$2,453,958
Public Works Department	$4,709,563	$2,649,602	2,059,961	$2,537,616
Conservation of Health	$148,126	148,126	(0)	142,282
Public Health Nursing	$26,000	24,000	2,000	7,917
Senior Citizens Commission	$471,297	173,378	297,919	$194,135
Waterford Public Library	$999,475	$396,949	602,526	$415,610

GENERAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET
FOR FISCAL YEAR 2022-2023, THROUGHNOVEMBER 30, 2022
WITH COMPARATIVE ACTUAL AMOUNTS
FOR FISCAL YEAR 2021-2022, THROUGH NOVEMBER 30, 2021

	FISCAL YEAR2023 APPROPRIATED	FISCAL YEAR2023 ACTUAL	FISCAL YEAR2023 VARIANCE FAVORABLE (UNFAVORABLE)	FISCAL YEAR 2021-2022 ACTUAL
Recreation and Parks	$1,424,485	$809,959	614,526	$721,907
Flood and Erosion Control Bd.	$2,138	438	1,700	333
Ethics Commission	$850	0	850	49
Human Resources	$259,856	$150,259	109,597	$118,449
Information Technology	$1,160,391	$681,172	479,219	$756,032
Transfer to Waterford Week Activity Fund	$4,750	$4,750	0	$4,750
Transfer to Waterford Shellfish Fund	$1,721	$1,721	0	$2,000
Transfer to Capital Improvement Fund	$2,987,901	$2,987,901	0	$2,964,754
Transfer to Capital & Non-Recurring Fund	$1,238,824	$1,238,824	0	$900,600
Transfer to Dog Fund	$60,000	$60,000	0	$60,000
Debt Service	$7,197,640	$5,447,016	1,750,624	$6,121,316
Total General Government	***$47,310,599***	***$25,830,888***	***$21,479,711***	***$25,615,490***
Board of Education	***$52,109,124***	***$13,686,559***	**38,422,565**	***$14,974,229***
Total General Fund	***$99,419,723***	***$39,517,446***	***$59,902,277***	***$40,589,719***

GENERAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET
FOR FISCAL YEAR 2022-2023, THROUGHNOVEMBER 30, 2022
WITH COMPARATIVE ACTUAL AMOUNTS
FOR FISCAL YEAR 2021-2022, THROUGH NOVEMBER 30, 2021

	FISCAL YEAR2023 APPROPRIATED	FISCAL YEAR2023 ACTUAL	FISCAL YEAR2023 PERCENT EXPENDED	FISCAL YEAR2023 VARIANCE FAVORABLE (UNFAVORABLE)	FISCAL YEAR 2021-2022 ACTUAL
GENERAL GOVERNMENT					
Board of Selectmen	$207,605	$81,597	39.30%	126,008	$107,676
Registrar of Voters	$78,204	$55,628	71.13%	22,576	$39,325
Board of Finance	$66,673	$69,541	104.30%	(2,868)	$62,855
Assessor	$259,344	$109,265	42.13%	150,079	$106,219
Board of Assessment Appeals	$1,620	$314	19.38%	1,306	$372
Tax Collector	$210,139	$97,873	46.58%	112,266	$97,419
Finance Department	$703,709	$320,331	45.52%	383,378	$352,435
Legal Department	$295,000	$93,035	31.54%	201,965	$120,285
Town Clerk	$275,739	$153,998	55.85%	121,741	$121,385
Planning and Zoning	$657,972	$268,210	40.76%	389,762	$244,175
Building Maintenance	$888,781	$399,113	44.91%	489,668	$326,236
Insurance	$4,728,672	$1,245,046	26.33%	3,483,626	$1,387,310
Economic Development Commission	$27,471	$2,117	7.70%	25,354	$7,328
Conservation Commission	$18,250	$1,447	7.93%	16,803	$13,336
Zoning Board of Appeals	$4,310	3,009	69.81%	1,301	4,681
Retirement Commission	$6,333,067	$3,202,133	50.56%	3,130,934	$2,744,238
R.T.M.	$18,903	$14,145	74.83%	4,758	$13,832
Building Department	$316,641	$86,233	27.23%	230,408	$90,063
Youth Service Bureau	$272,160	$95,376	35.04%	176,784	$124,303
Social Service Grants/Miscellaneous	$86,473	$81,991	94.82%	4,482	$75,427
Contingency Fund	$261,729	0	0.00%	261,729	0
Emergency Management	$1,068,486	$403,928	37.80%	664,558	$360,436
Fire Services	$3,408,420	$1,835,197	53.84%	1,573,223	$1,814,446
Police Department	$6,428,214	$2,437,267	37.92%	3,990,947	$2,453,958
Public Works Department	$4,709,563	$2,649,602	56.26%	2,059,961	$2,537,616
Conservation of Health	$148,126	148,126	100.00%	(0)	142,282
Public Health Nursing	$26,000	24,000	92.31%	2,000	7,917
Senior Citizens Commission	$471,297	173,378	36.79%	297,919	$194,135
Waterford Public Library	$999,475	$396,949	39.72%	602,526	$415,610

GENERAL FUND
STATEMENT OF EXPENDITURES COMPARED TO BUDGET
FOR FISCAL YEAR 2022-2023, THROUGHNOVEMBER 30, 2022
WITH COMPARATIVE ACTUAL AMOUNTS
FOR FISCAL YEAR 2021-2022, THROUGH NOVEMBER 30, 2021

	FISCAL YEAR2023 APPROPRIATED	FISCAL YEAR2023 ACTUAL	FISCAL YEAR2023 PERCENT EXPENDED	FISCAL YEAR2023 VARIANCE FAVORABLE (UNFAVORABLE)	FISCAL YEAR 2021-2022 ACTUAL
Recreation and Parks	$1,424,485	$809,959	56.86%	614,526	$721,907
Flood and Erosion Control Bd.	$2,138	438	20.49%	1,700	333
Ethics Commission	$850	0	0.00%	850	49
Human Resources	$259,856	$150,259	57.82%	109,597	$118,449
Information Technology	$1,160,391	$681,172	58.70%	479,219	$756,032
Transfer to Waterford Week Activity Fund	$4,750	$4,750	100.00%	0	$4,750
Transfer to Waterford Shellfish Fund	$1,721	$1,721	100.00%	0	$2,000
Transfer to Capital Improvement Fund	$2,987,901	$2,987,901	100.00%	0	$2,964,754
Transfer to Capital & Non-Recurring Fund	$1,238,824	$1,238,824	100.00%	0	$900,600
Transfer to Dog Fund	$60,000	$60,000	100.00%	0	$60,000
Debt Service	$7,197,640	$5,447,016	75.68%	1,750,624	$6,121,316
Total General Government	***$47,310,599***	***$25,830,888***	**54.60%**	***$21,479,711***	***$25,615,490***
Board of Education	***$52,109,124***	***$13,686,559***	**26.27%**	**38,422,565**	***$14,974,229***
Total General Fund	***$99,419,723***	***$39,517,446***	**39.75%**	***$59,902,277***	***$40,589,719***

TOWN OF WATERFORD
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
FLEET MANAGEMENT FUND
AS OF NOVEMBER 30, 2022

Revenues:	
Investment Income	40,804
State of Connecticut Grants	52,000
Vehicle Rentals	33,563
Sale of Vehicles	13,390
Total Revenues	139,756
Expenditures:	
Equipment Replacement	332,478
Vehicle Replacement	916,047
Total Expenditures	1,248,525
Excess (Deficiency) of Revenues Over Expenditures	(1,108,768)
Other Financing Sources (Uses):	
Transfers from other funds	800,000
Total Other Financing Sources (Uses)	800,000
Net Change in Fund Balances	(308,768)
Fund Balances - Beginning	3,159,442
Fund Balances - Ending	2,850,674

TOWN OF WATERFORD
CAPITAL AND NON-RECURRING EXPENDITURE FUND
FUND BALANCE AND APPROPRIATION
AS OF NOVEMBER 30, 2022

	APPROPRIATED	DESIGNATED	UNDESIGNATED	TOTAL
20501-57639 REVALUATION	($119,993.22)	$332,700.00	$0.00	$212,706.78
20511-57767 NEVINS COTTAGE STRUCTURAL REPAIRS	$20,715.00	$100,000.00	$0.00	$120,715.00
20511-57788 COMMUNITY CENTER HVAC CONTROL SEPARATION	$0.00	$0.00	$49,800.00	$49,800.00
20511-57839 TOWN HALL EMERGENCY EGRESS	$41,275.00	$0.00	$0.00	$41,275.00
20511-57856 JORDAN VILLAGE SIDEWALKS	$82,059.15	$0.00	$0.00	$82,059.15
20502-48043 JORDAN VILLAGE SIDEWALK GRANT	$0.00	$280,000.00	$0.00	$280,000.00
20511-57857 CIVIC TRIANGLE UPGRADES	$0.53	$0.00	$0.00	$0.53
20511-57866 TOWN HALL FRONT DOOR	$29,885.61	$0.00	$0.00	$29,885.61
20511-57870 MAGO POINT IMPROVEMENTS	$0.00	$400,000.00	$0.00	$400,000.00
20511-57871 PUBLIC SAFETY BLDG HVAC	$0.00	$62,045.00	$0.00	$62,045.00
20511-57872 ROOF & HVAC REPLACEMENT PUBLIC SAFETY BUILDING	$166,813.00	$0.00	$0.00	$166,813.00
20511-57874 RECONDITION ELEVATORS -TOWN HALL/YOUTH SERVICES BLDG	$35.00	$0.00	$0.00	$35.00
20511-57876 SW SCHOOL UNDERGROUND TANK	$117,500.00	$0.00	$0.00	$117,500.00
20522-57794 MOBILE & PORTABLE RADIO REPLACEMENT PROGRAM	$0.00	$740,165.00	$0.00	$740,165.00
20523-57733 OSWEGATCHIE FIRE BUILDING IMPROVEMENTS	$500.00	$2,990,000.00	$0.00	$2,990,500.00
20523-57792 OSWEGATCHIE-BUILDING RENOVATIONS	$213,700.00	$0.00	$0.00	$213,700.00
20507-59205 FUNDING OFFSETS FY18 DEBT SERVICE-OSWEGATCHIE FIRE	$0.00	($3,000,000.00)	$0.00	($3,000,000.00)
20523-57751 ELECTRICAL UPGRADE-JORDAN	$28,688.25	$0.00	$0.00	$28,688.25
20523-57791 JORDAN-TRAFFIC LIGHT UPGRADE	$0.00	$25,000.00	$0.00	$25,000.00
20523-57826 FIRE SERVICES HYDRAULIC EQUIPMENT	$0.00	$0.00	$19,000.00	$19,000.00
20523-57836 FIRE SERVICES CARPET REPLACEMENT	$0.00	$30,000.00	$0.00	$30,000.00
20523-57838 FIRE SERVICES PRE EMPTION LIGHT REPAIRS	$0.00	$50,000.00	$0.00	$50,000.00
20530-55850 CROSS ROAD DESIGN WORK	$0.00	$0.00	$1,464.59	$1,464.59
20530-57695 MUNICIPAL COMPLEX RENOVATION	$354,971.07	$6,100,833.00	$0.00	$6,455,804.07
20507-59205 FUNDING OFFSETS DEBT SERVICE-MUNICIPAL COMPLEX	($1,251,500.00)	($6,000,000.00)	$0.00	($7,251,500.00)
20530-57696 MUNICIPAL COMPLEX CLEAN UP	$4,370.23	$0.00	$0.00	$4,370.23
20530-57815 REDESIGN/RECONSTRUCT GARDINERS WOOD ROAD	$0.00	$0.00	$91,609.63	$91,609.63
20530-57832 LED STREETLIGHT CONVERSION	$0.00	$0.00	$16,125.54	$16,125.54
20530-57867 NIANTIC RIVER SIDEWALK PLAN	$0.00	$35,000.00	$0.00	$35,000.00
20530-57868 BRIDGE ENGINEERING PLAN	$0.00	$35,000.00	$0.00	$35,000.00
20530-57869 CROSSROAD TRAFFIC SIGNAL STUDY	$0.00	$20,000.00	$0.00	$20,000.00
20530-57877 RESURFACE ROADS LAKE PONDS ETC	$494,160.10	$0.00	$0.00	$494,160.10
20531-55771 HARVEY AVENUE PUMP STATION REHAB	$19,422.12	$0.00	$0.00	$19,422.12
20531-57685 I/I MITIGATION & CONTROL	$310,985.86	$0.00	$0.00	$310,985.86
20531-57802 FORCE MAIN AIR RELEASE VALVES-EVALUATE & REPLACE	$0.00	$43,000.00	$0.00	$43,000.00
20531-57816 OLD NORWICH/EVERGREEN/HARVEY AVE PUMP STATION REHAB	$5,438.00	$544,000.00	$0.00	$549,438.00
20531-57817 WASTEWATER PS FLOOD PROTECTION	$0.00	$0.00	$85,030.10	$85,030.10
20536-57848 LIBRARY HVAC UPGRADE	$0.00	$1,091,200.00	$0.00	$1,091,200.00
20500-49000 CT PUBLIC LIBRARY CONSTRUCTION GRANT	$0.00	($250,000.00)	$0.00	($250,000.00)
20537-57735 LEARY PARK ROAD /PARKING LOT	$0.00	$20,000.00	$0.00	$20,000.00

TOWN OF WATERFORD
CAPITAL AND NON-RECURRING EXPENDITURE FUND
FUND BALANCE AND APPROPRIATION
AS OF NOVEMBER 30, 2022

		APPROPRIATED	DESIGNATED	UNDESIGNATED	TOTAL
20537-57854	WTFD BEACH PARK IMPROVEMENTS	$0.00	$0.00	$30,000.00	**$30,000.00**
20537-57878	REPAIR OF PLEASURE BEACH SIDEWALK/PATH	$0.63	$0.00	$0.00	**$0.63**
20541-57328	ALEWIFE COVE DREDGING	$0.00	$37,500.00	$0.00	**$37,500.00**
20547-57747	UPS SYSTEM FOR COMMUNICATIONS	$0.33	$0.00	$1,585.00	**$1,585.33**
20547-57846	FIBER UPGRADE	$5,179.05	$0.00	$22,620.00	**$27,799.05**
20547-57847	TOWN-WIDE CAMERA SYSTEM	$0.00	$85,000.00	$0.00	**$85,000.00**
20547-57860	PHONE SYSTEM UPGRADE	$0.00	$16,000.00	$0.00	**$16,000.00**
20547-57861	SWITCHES	$0.60	$2,258.00	$0.00	**$2,258.60**
20500-43600	TURF FIELD RENTAL REVENUES	$0.00	$4,815.00	$0.00	**$4,815.00**
20560-57822	IT LEARNING BOARDS -END OF LIFE	$14,912.20	$438,067.88	$0.00	**$452,980.08**
20560-57828	QH 10-YR RETRO COMMISSIONING	$0.00	$30,000.00	$0.00	**$30,000.00**
20560-57833	TENNIS COURTS	$0.00	$52,300.00	$0.00	**$52,300.00**
20560-57841	BUS LOT OFFICE	$0.00	$150,000.00	$0.00	**$150,000.00**
20560-57842	SCHOOL SECURITY	$32,175.00	$0.00	$0.00	**$32,175.00**
205-31520	UNDESIGNATED FUND BALANCE	$0.00	$0.00	$2,772,117.80	**$2,772,117.80**
	TOTAL	**$571,293.95**	**$4,464,883.88**	**$3,089,352.66**	**$8,125,530.49**

TOWN OF WATERFORD
CAPITAL AND NON-RECURRING EXPENDITURE FUND
FUND BALANCE DESIGNATION AND APPROPRIATION
JULY 1,2022 TO JUNE 30,2023
AS OF NOVEMBER 30,2022

			BEGINNING BALANCE		FY23 RTM XFER IN	FISCAL YEAR 2022-2023			ENCUMBERED/	CLOSED BAL (REVERTS	INTEREST	OTHER	AVAILABLE TO DATE		
		APPROPRIATIONS	DESIGNATED	UNDESIGNATED	DESIGNATED	APPROPRIATED	DESIGNATED	UNDESIGNATED	EXPENDED	TO FUND)	INC	REVENUES	APPROPRIATED	DESIGNATED	UNDESIGNATEI
20501-57639	REVALUATION	$139,306.78	$257,700.00	$0.00	$75,000.00				$259,300.00				($119,993.22)	$332,700.00	$0.00
20511-57767	NEVINS COTTAGE STRUCTURAL REPAIRS	$20,715.00	$100,000.00	$0.00									$20,715.00	$100,000.00	$0.00
20511-57788	COMMUNITY CENTER HVAC CONTROL SEPARATION	$49,800.00	$0.00	$0.00						$49,800.00			$0.00	$0.00	$49,800.00
20511-57839	TOWN HALL EMERGENCY EGRESS	$41,275.00	$0.00	$0.00									$41,275.00	$0.00	$0.00
20511-57840	PLAN OF CONSERVATION DEVELOPMENT	$99,783.30	$0.00	$0.00					$99,783.30				$0.00	$0.00	$0.00
20511-57856	JORDAN VILLAGE SIDEWALKS	$403,450.95	$0.00	$0.00					$321,391.80				$82,059.15	$0.00	$0.00
20502-48043	JORDAN VILLAGE SIDEWALK GRANT	$0.00	$0.00	$0.00								$280,000.00	$0.00	$280,000.00	$0.00
20511-57857	CIVIC TRIANGLE UPGRADES	$4,100.53	$0.00	$0.00					$4,100.00				$0.53	$0.00	$0.00
20511-57866	TOWN HALL FRONT DOOR	$31,173.86	$0.00	$0.00					$1,288.25				$29,885.61	$0.00	$0.00
20511-57870	MAGO POINT IMPROVEMENTS	$0.00	$0.00	$0.00	$400,000.00								$0.00	$400,000.00	$0.00
20511-57871	PUBLIC SAFETY BLDG HVAC	$0.00	$0.00	$0.00	$62,045.00								$0.00	$62,045.00	$0.00
20511-57872	ROOF & HVAC REPLACEMENT PUBLIC SAFETY BUILDING	$391,813.00	$0.00	$0.00					$225,000.00				$166,813.00	$0.00	$0.00
20511-57874	RECONDITION ELEVATORS -TOWN HALL/YOUTH SERVICES BLD	$250,000.00	$0.00	$0.00					$249,965.00				$35.00	$0.00	$0.00
20511-57875	TEMP OIL TANK EUGENE O'NEILL	$1,991.55	$0.00	$0.00					$1,991.55				$0.00	$0.00	$0.00
20511-57876	SW SCHOOL UNDERGROUND TANK	$153,793.46	$0.00	$0.00					$36,293.46				$117,500.00	$0.00	$0.00
20522-57794	MOBILE & PORTABLE RADIO REPLACEMENT PROGRAM	$0.00	$740,165.00	$0.00									$0.00	$740,165.00	$0.00
20523-57733	OSWEGATCHIE FIRE BUILDING IMPROVEMENTS	$500.00	$2,990,000.00	$0.00									$500.00	$2,990,000.00	$0.00
20507-59205	FUNDING OFFSETS FY18 DEBT SERVICE-OSWEGATCHIE FIRE	$0.00	($3,000,000.00)	$0.00									$0.00	($3,000,000.00)	$0.00
20523-57751	ELECTRICAL UPGRADE-JORDAN	$40,175.25	$0.00	$0.00					$11,487.00				$28,688.25	$0.00	$0.00
20523-57791	JORDAN-TRAFFIC LIGHT UPGRADE	$0.00	$25,000.00	$0.00									$0.00	$25,000.00	$0.00
20523-57792	OSWEGATCHIE-BUILDING RENOVATIONS	$213,700.00	$0.00	$0.00									$213,700.00	$0.00	$0.00
20523-57826	FIRE SERVICES HYDRAULIC EQUIPMENT	$6,650.84	$19,000.00	$0.00			($19,000.00)	$19,000.00	$6,650.84				$0.00	$0.00	$19,000.00
20523-57836	FIRE SERVICES CARPET REPLACEMENT	$0.00	$30,000.00	$0.00									$0.00	$30,000.00	$0.00
20523-57838	FIRE SERVICES PRE EMPTION LIGHT REPAIRS	$0.00	$50,000.00	$0.00									$0.00	$50,000.00	$0.00
20530-55850	CROSS ROAD DESIGN WORK	$1,464.59	$0.00	$0.00					$0.00	$1,464.59			$0.00	$0.00	$1,464.59
20530-57695	MUNICIPAL COMPLEX RENOVATION	$414,352.22	$6,100,833.00	$0.00					$59,381.15				$354,971.07	$6,100,833.00	$0.00
20507-59205	FUNDING OFFSETS DEBT SERVICE-MUNICIPAL COMPLEX	($1,251,500.00)	($6,000,000.00)	$0.00									($1,251,500.00)	($6,000,000.00)	$0.00
20530-57696	MUNICIPAL COMPLEX CLEAN UP	$4,370.23	$0.00	$0.00									$4,370.23	$0.00	$0.00
20530-57743	JORDAN COVE RD. BRIDGE REPLACE	$0.00	$0.00	$0.00		$11,776.00			$11,775.56				$0.44	$0.00	$0.00
20530-57815	REDESIGN/RECONSTRUCT GARDINERS WOOD ROAD	$95,690.48	$0.00	$0.00					$4,080.85	$91,609.63			$0.00	$0.00	$91,609.63
20530-57832	LED STREETLIGHT CONVERSION	$16,125.54	$0.00	$0.00						$16,125.54			$0.00	$0.00	$16,125.54
20530-57867	NIANTIC RIVER SIDEWALK PLAN	$0.00	$0.00	$0.00	$35,000.00								$0.00	$35,000.00	$0.00
20530-57868	BRIDGE ENGINEERING PLAN	$0.00	$0.00	$0.00	$35,000.00								$0.00	$35,000.00	$0.00
20530-57869	CROSSROAD TRAFFIC SIGNAL STUDY	$0.00	$0.00	$0.00	$20,000.00								$0.00	$20,000.00	$0.00
20530-57877	RESURFACE ROADS LAKE PONDS ETC	$1,705,358.00	$0.00	$0.00					$1,211,197.90				$494,160.10	$0.00	$0.00
20531-55771	HARVEY AVENUE PUMP STATION REHAB	$19,422.12	$0.00	$0.00									$19,422.12	$0.00	$0.00
20531-57685	I/I MITIGATION & CONTROL	$312,063.86	$0.00	$0.00					$1,078.00				$310,985.86	$0.00	$0.00
20531-57802	FORCE MAIN AIR RELEASE VALVES-EVALUATE & REPLACE	$0.00	$43,000.00	$0.00									$0.00	$43,000.00	$0.00
20531-57816	OLD NORWICH/EVERGREEN/HARVEY AVE PUMP STATION REHA	$295,840.97	$544,000.00	$0.00					$290,402.97				$5,438.00	$544,000.00	$0.00
20531-57817	WASTEWATER PS FLOOD PROTECTION	$30.10	$85,000.00	$0.00			($85,000.00)	$85,000.00		$30.10			$0.00	$0.00	$85,030.10
20536-57848	LIBRARY HVAC UPGRADE	$0.00	$545,600.00	$0.00	$545,600.00								$0.00	$1,091,200.00	$0.00
20500-49000	CT PUBLIC LIBRARY CONSTRUCTION GRANT	$0.00	$0.00	$0.00	($250,000.00)								$0.00	($250,000.00)	$0.00
20537-57735	LEARY PARK ROAD /PARKING LOT	$0.00	$20,000.00	$0.00									$0.00	$20,000.00	$0.00

TOWN OF WATERFORD
CAPITAL AND NON-RECURRING EXPENDITURE FUND
FUND BALANCE DESIGNATION AND APPROPRIATION
JULY 1,2022 TO JUNE 30,2023
AS OF NOVEMBER 30,2022

			BEGINNING BALANCE		FY23 RTM XFER IN	FISCAL YEAR 2022-2023			ENCUMBERED/	CLOSED BAL (REVERTS	INTEREST	OTHER	AVAILABLE TO DATE		
		APPROPRIATIONS	DESIGNATED	UNDESIGNATED	DESIGNATED	APPROPRIATED	DESIGNATED	UNDESIGNATED	EXPENDED	TO FUND)	INC	REVENUES	APPROPRIATED	DESIGNATED	UNDESIGNATED
20537-57854	WTFD BEACH PARK IMPROVEMENTS	$0.00	$30,000.00	$0.00			($30,000.00)	$30,000.00					$0.00	$0.00	$30,000.00
20537-57878	REPAIR OF PLEASURE BEACH SIDEWALK/PATH	$0.00	$0.00	$0.00		$21,236.00			$21,235.37				$0.63	$0.00	$0.00
20541-57328	ALEWIFE COVE DREDGING	$0.00	$37,500.00	$0.00									$0.00	$37,500.00	$0.00
20547-57747	UPS SYSTEM FOR COMMUNICATIONS	$0.33	$1,585.00	$0.00			($1,585.00)	$1,585.00					$0.33	$0.00	$1,585.00
20547-57846	FIBER UPGRADE	$5,380.00	$22,620.00	$0.00			($22,620.00)	$22,620.00	$200.95				$5,179.05	$0.00	$22,620.00
20547-57847	TOWN-WIDE CAMERA SYSTEM	$0.00	$85,000.00	$0.00									$0.00	$85,000.00	$0.00
20547-57860	PHONE SYSTEM UPGRADE	$0.00	$16,000.00	$0.00									$0.00	$16,000.00	$0.00
20547-57861	SWITCHES	$20,242.00	$2,258.00	$0.00					$20,241.40				$0.60	$2,258.00	$0.00
20500-43600	TURF FIELD RENTAL REVENUES	$0.00	$4,815.00	$0.00									$0.00	$4,815.00	$0.00
20560-57822	IT LEARNING BOARDS -END OF LIFE	$174,590.29	$121,888.88	$0.00	$316,179.00				$159,678.09				$14,912.20	$438,067.88	$0.00
20560-57828	QH 10-YR RETRO COMMISSIONING	$0.00	$30,000.00	$0.00									$0.00	$30,000.00	$0.00
20560-57833	TENNIS COURTS	$0.00	$52,300.00	$0.00									$0.00	$52,300.00	$0.00
20560-57841	BUS LOT OFFICE	$0.00	$150,000.00	$0.00									$0.00	$150,000.00	$0.00
20560-57842	SCHOOL SECURITY	$32,175.00	$0.00	$0.00									$32,175.00	$0.00	$0.00
205-31520	UNDESIGNATED FUND BALANCE	$0.00	$0.00	$2,689,674.69				($33,012.00)			$115,455.11				$2,772,117.80
		$3,693,835.25	$3,104,264.88	$2,689,674.69	$1,238,824.00	$33,012.00	($158,205.00)	$125,193.00	$2,996,523.44	$159,029.86	#######	#######	$571,293.95	$4,464,883.88	$3,089,352.66

TOWN OF WATERFORD
CAPITAL IMPROVEMENT FUND
NOVEMBER 30, 2022

ACCOUNT	DEPT/YEAR	DESCRIPTION	APPROPRIATED	EXPENDED/ ENCUMBERED	BALANCE
30123-55738	BOS FY23	FLEET MANAGEMENT PLAN	800,000.00	800,000.00	0.00
30716-55793	FINANCE (IT) FY16	FINANCIAL ACCOUNTING SOFTWARE	170,000.00	160,308.18	9,691.82
31117-55803	BLDG MAINT FY17	PARKING LOT -YOUTH SERVICES	300,000.00	7,200.00	292,800.00
31118-55803	BLDG MAINT FY18	PARKING LOT -YSB/POLICE	195,320.00	57,000.00	138,320.00
31120-55851	BLDG MAINT FY20	ADA IMPROVEMENTS YSB/PD	87,000.00	0.00	87,000.00
31120-55852	BLDG MAINT FY20	TOWN HALL BATHROOMS	87,500.00	14,590.00	72,910.00
31121-55851	BLDG MAINT FY21	ADA IMPROVEMENTS YSB/PD	80,700.00	18,639.00	62,061.00
31121-55852	BLDG MAINT FY21	TOWN HALL BATHROOMS	25,000.00	0.00	25,000.00
31122-55819	BLDG MAINT FY22	UST REPLACEMENT	250,000.00	69,452.05	180,547.95
31122-55892	BLDG MAINT FY22	AC UNIT REPLACMENT RADIO SITES	60,500.00	6,500.00	54,000.00
31122-55893	BLDG MAINT FY22	EUGENE O'NEILL ROOF REPLACE	60,767.64	23,950.00	36,817.64
31122-57857	BLDG MAINT FY22	CIVIC TRIANGLE UPGRADES	150,000.00	149,477.00	523.00
31123-55903	BLDG MAINT FY23	FISH LADDER REPAIR	16,000.00	15,971.45	28.55
31123-55904	BLDG MAINT FY23	UST REPLACEMENT EUGENE O'NEILL	260,000.00	3,536.57	256,463.43
31123-55905	BLDG MAINT FY23	UST REPLACEMENT LIBRARY&PUBLIC SAFE'	420,000.00	20,000.00	400,000.00
31123-57857	BLDG MAINT FY23	CIVIC TRIANGLE UPGRADES	246,209.00	0.00	246,209.00
32323-55900	FIRE SERVICES FY23	COHANZIE EMERGENCY GENERATOR	55,000.00	0.00	55,000.00
32920-55846	POLICE DEPT FY20	PD POLICY DIRECTIVES REVAMP	30,000.00	30,000.00	0.00
32920-55859	POLICE DEPT FY20	POLICE BLGD ARCHITECTURAL PLAN	15,000.00	15,000.00	0.00
32922-55876	POLICE DEPT FY22	CYBER CRIME TASK FORCE EQUIPME	11,000.00	11,000.00	0.00
32922-55878	POLICE DEPT FY22	IMPOUND YARD IMPROVEMENTS	28,500.00	0.00	28,500.00
32922-55879	POLICE DEPT FY22	MARINE OUTBOARD MOTORS	38,500.00	24,178.89	14,321.11
32923-55897	POLICE DEPT FY23	CELL BENCH SAFETY OVERLAY	19,596.00	19,596.00	0.00
32923-55898	POLICE DEPT FY23	DE-ESCALATION & COMM TECHNOLOGY	22,085.00	22,085.00	0.00
32923-55899	POLICE DEPT FY23	ELECTRON CONTROL WEAPON TRANS	29,345.00	29,345.00	0.00
33020-55850	PUBLIC WORKS FY20	CROSS ROAD	2,754,000.00	2,466,996.00	287,004.00
33020-59300	PUBLIC WORKS FY20	FUNDING OFFSET-CROSS ROAD	(2,754,000.00)	(2,611,641.60)	(142,358.40)
33021-55867	PUBLIC WORKS FY21	REMOVE UST COHANZIE FIRE	337,500.00	336,563.20	936.80
33022-55882	PUBLIC WORKS FY22	NORMAN/CONCRETE PANELS	80,100.00	19,422.46	60,677.54
33022-55883	PUBLIC WORKS FY22	WILLIAM ST CONCRETER SIDEWALK	42,300.00	9,567.78	32,732.22

TOWN OF WATERFORD
CAPITAL IMPROVEMENT FUND
NOVEMBER 30, 2022

ACCOUNT	DEPT/YEAR	DESCRIPTION	APPROPRIATED	EXPENDED/ ENCUMBERED	BALANCE
33022-55884	PUBLIC WORKS FY22	SUMMER STREET/CONCRETE SW	33,420.00	7,545.98	25,874.02
33022-55885	PUBLIC WORKS FY22	DAVID STREET/CONCRETE SW	43,680.00	9,565.78	34,114.22
33022-55886	PUBLIC WORKS FY22	CROSS ROAD/ASPHALT	69,800.00	0.00	69,800.00
33022-55889	PUBLIC WORKS FY22	RD RESURFACING SEC A	334,473.00	287,614.67	46,858.33
33022-55891	PUBLIC WORKS FY22	T. STATION SCALE & SCALE HOUSE	106,548.00	106,323.10	224.90
33023-55890	PUBLIC WORKS FY23	ROAD RESURFACING EVERSOURCE AF	315,951.00	0.00	315,951.00
33023-55901	PUBLIC WORKS FY23	CURB REPLACEMENT SANDY HOLLW	219,300.00	10,500.00	208,800.00
33023-55902	PUBLIC WORKS FY23	RD RESURFACING SEC A, AREA 3	325,915.00	0.00	325,915.00
33120-55821	UTILITY COMM FY20	IN-LINE WASTEWATER SOLID GRIND	48,000.00	40,139.61	7,860.39
33121-55871	UTILITY COMM FY21	EVERGREEN PUMP STATION	375,000.00	370,300.00	4,700.00
33122-55870	UTILITY COMM FY22	CCTV CAMERA & LATERAL LAUNCHIN	120,000.00	120,000.00	0.00
33122-55894	UTILITY COMM FY22	CONTROL PANEL RETRO-FIT (GORMA	30,000.00	0.00	30,000.00
33122-55895	UTILITY COMM FY22	ROOF & SIDING REPLACEMENT	50,000.00	50,000.00	0.00
33123-55895	UTILITY COMM FY23	ROOF & SIDING REPLACEMENT	50,000.00	3,987.61	46,012.39
33123-55906	UTILITY COMM FY23	WUC BILLING SOFTWARE	130,000.00	0.00	130,000.00
33719-55822	REC & PARKS FY19	LEARY PARK IRRIGATION	47,300.00	0.00	47,300.00
33719-55835	REC & PARKS FY19	VETERAN'S FIELD IRRIGATION SYS	13,700.00	0.00	13,700.00
33720-55854	REC & PARKS FY20	LEARY BASKETBALL COURT REBUILD	55,000.00	0.00	55,000.00
33720-55855	REC & PARKS FY20	TOWN HALL BASKETBALL COURT REP	16,000.00	0.00	16,000.00
33722-55896	REC & PARKS FY22	EQUIPMENT STORAGE PLAN	21,000.00	21,000.00	0.00
33723-55838	REC & PARKS FY23	CHILDREN'S PLAYGROUND	40,000.00	0.00	40,000.00
		TOTALS	6,363,009.64	2,745,713.73	3,617,295.91
		PRIOR YEAR EXPENDITURES		1,126,211.08	
		CURRENT YEAR EXPENDITURES		1,619,502.65	

FUND BALANCE PER B/S	4,839,232.01
REVENUES	
ENCUMBRANCES	1,221,936.10
VARIANCE	(0.00)

TOWN OF WATERFORD
CAPITAL IMPROVEMENT FUND
NOVEMBER 30, 2022

ACCOUNT	DEPT/YEAR	DESCRIPTION	APPROPRIATED	EXPENDED/ ENCUMBERED	BALANCE	PERCENT EXPENDED	TRANSFERS OUT	
30123-55738	BOS FY23	FLEET MANAGEMENT PLAN	800,000.00	800,000.00	0.00	100.0%	800,000.00	TO FLEET MANAGEMENT FUND
30716-55793	FINANCE (IT) FY16	FINANCIAL ACCOUNTING SOFTWARE	170,000.00	160,308.18	9,691.82	94.3%		
31117-55803	BLDG MAINT FY17	PARKING LOT -YOUTH SERVICES	300,000.00	7,200.00	292,800.00	2.4%		
31118-55803	BLDG MAINT FY18	PARKING LOT -YSB/POLICE	195,320.00	57,000.00	138,320.00	29.2%		
31120-55851	BLDG MAINT FY20	ADA IMPROVEMENTS YSB/PD	87,000.00	0.00	87,000.00	0.0%		
31120-55852	BLDG MAINT FY20	TOWN HALL BATHROOMS	87,500.00	14,590.00	72,910.00	16.7%		
31121-55851	BLDG MAINT FY21	ADA IMPROVEMENTS YSB/PD	80,700.00	18,639.00	62,061.00	23.1%		
31121-55852	BLDG MAINT FY21	TOWN HALL BATHROOMS	25,000.00	0.00	25,000.00	0.0%		
31122-55819	BLDG MAINT FY22	UST REPLACEMENT	250,000.00	69,452.05	180,547.95	27.8%		
31122-55892	BLDG MAINT FY22	AC UNIT REPLACMENT RADIO SITES	60,500.00	6,500.00	54,000.00	10.7%		
31122-55893	BLDG MAINT FY22	EUGENE O'NEILL ROOF REPLACE	60,767.64	23,950.00	36,817.64	39.4%		
31122-57857	BLDG MAINT FY22	CIVIC TRIANGLE UPGRADES	150,000.00	149,477.00	523.00	99.7%		
31123-55903	BLDG MAINT FY23	FISH LADDER REPAIR	16,000.00	15,971.45	28.55	99.8%		
31123-55904	BLDG MAINT FY23	UST REPLACEMENT EUGENE O'NEILL	260,000.00	3,536.57	256,463.43	1.4%		
31123-55905	BLDG MAINT FY23	UST REPLACEMENT LIBRARY&PUBLIC SAFE	420,000.00	20,000.00	400,000.00	4.8%		
31123-57857	BLDG MAINT FY23	CIVIC TRIANGLE UPGRADES	246,209.00	0.00	246,209.00	0.0%		
32323-55900	FIRE SERVICES FY23	COHANZIE EMERGENCY GENERATOR	55,000.00	0.00	55,000.00	0.0%		
32920-55846	POLICE DEPT FY20	PD POLICY DIRECTIVES REVAMP	30,000.00	30,000.00	0.00	100.0%		
32920-55859	POLICE DEPT FY20	POLICE BLGD ARCHITECTURAL PLAN	15,000.00	15,000.00	0.00	100.0%	15,000.00	
32922-55876	POLICE DEPT FY22	CYBER CRIME TASK FORCE EQUIPME	11,000.00	11,000.00	0.00	100.0%	1,547.49	
32922-55878	POLICE DEPT FY22	IMPOUND YARD IMPROVEMENTS	28,500.00	0.00	28,500.00	0.0%		
32922-55879	POLICE DEPT FY22	MARINE OUTBOARD MOTORS	38,500.00	24,178.89	14,321.11	62.8%		
32923-55897	POLICE DEPT FY23	CELL BENCH SAFETY OVERLAY	19,596.00	19,596.00	0.00	100.0%		
32923-55898	POLICE DEPT FY23	DE-ESCALATION & COMM TECHNOLOGY	22,085.00	22,085.00	0.00	100.0%		
32923-55899	POLICE DEPT FY23	ELECTRON CONTROL WEAPON TRANS	29,345.00	29,345.00	0.00	100.0%		
33020-55850	PUBLIC WORKS FY20	CROSS ROAD	2,754,000.00	2,466,996.00	287,004.00	89.6%		
33020-59300	PUBLIC WORKS FY20	FUNDING OFFSET-CROSS ROAD	(2,754,000.00)	(2,611,641.60)	(142,358.40)	94.8%		
33021-55867	PUBLIC WORKS FY21	REMOVE UST COHANZIE FIRE	337,500.00	336,563.20	936.80	99.7%		
33022-55882	PUBLIC WORKS FY22	NORMAN/CONCRETE PANELS	80,100.00	19,422.46	60,677.54	24.2%		
33022-55883	PUBLIC WORKS FY22	WILLIAM ST CONCRETER SIDEWALK	42,300.00	9,567.78	32,732.22	22.6%		

TOWN OF WATERFORD
CAPITAL IMPROVEMENT FUND
NOVEMBER 30, 2022

ACCOUNT	DEPT/YEAR	DESCRIPTION	APPROPRIATED	EXPENDED/ ENCUMBERED	BALANCE	PERCENT EXPENDED	TRANSFERS OUT
33022-55884	PUBLIC WORKS FY22	SUMMER STREET/CONCRETE SW	33,420.00	7,545.98	25,874.02	22.6%	
33022-55885	PUBLIC WORKS FY22	DAVID STREET/CONCRETE SW	43,680.00	9,565.78	34,114.22	21.9%	
33022-55886	PUBLIC WORKS FY22	CROSS ROAD/ASPHALT	69,800.00	0.00	69,800.00	0.0%	
33022-55889	PUBLIC WORKS FY22	RD RESURFACING SEC A	334,473.00	287,614.67	46,858.33	86.0%	
33022-55891	PUBLIC WORKS FY22	T. STATION SCALE & SCALE HOUSE	106,548.00	106,323.10	224.90	99.8%	
33023-55890	PUBLIC WORKS FY23	ROAD RESURFACING EVERSOURCE AF	315,951.00	0.00	315,951.00	0.0%	
33023-55901	PUBLIC WORKS FY23	CURB REPLACEMENT SANDY HOLLW	219,300.00	10,500.00	208,800.00	4.8%	
33023-55902	PUBLIC WORKS FY23	RD RESURFACING SEC A, AREA 3	325,915.00	0.00	325,915.00	0.0%	
33120-55821	UTILITY COMM FY20	IN-LINE WASTEWATER SOLID GRIND	48,000.00	40,139.61	7,860.39	83.6%	
33121-55871	UTILITY COMM FY21	EVERGREEN PUMP STATION	375,000.00	370,300.00	4,700.00	98.7%	
33122-55870	UTILITY COMM FY22	CCTV CAMERA & LATERAL LAUNCHIN	120,000.00	120,000.00	0.00	100.0%	630.00
33122-55894	UTILITY COMM FY22	CONTROL PANEL RETRO-FIT (GORMA	30,000.00	0.00	30,000.00	0.0%	
33122-55895	UTILITY COMM FY22	ROOF & SIDING REPLACEMENT	50,000.00	50,000.00	0.00	100.0%	
33123-55895	UTILITY COMM FY23	ROOF & SIDING REPLACEMENT	50,000.00	3,987.61	46,012.39	8.0%	
33123-55906	UTILITY COMM FY23	WUC BILLING SOFTWARE	130,000.00	0.00	130,000.00	0.0%	
33719-55822	REC & PARKS FY19	LEARY PARK IRRIGATION	47,300.00	0.00	47,300.00	0.0%	
33719-55835	REC & PARKS FY19	VETERAN'S FIELD IRRIGATION SYS	13,700.00	0.00	13,700.00	0.0%	
33720-55854	REC & PARKS FY20	LEARY BASKETBALL COURT REBUILD	55,000.00	0.00	55,000.00	0.0%	
33720-55855	REC & PARKS FY20	TOWN HALL BASKETBALL COURT REP	16,000.00	0.00	16,000.00	0.0%	
33722-55896	REC & PARKS FY22	EQUIPMENT STORAGE PLAN	21,000.00	21,000.00	0.00	100.0%	
33723-55838	REC & PARKS FY23	CHILDREN'S PLAYGROUND	40,000.00	0.00	40,000.00	0.0%	
		TOTALS	6,363,009.64	2,745,713.73	3,617,295.91	43.2%	817,177.49
		PRIOR YEAR EXPENDITURES		1,126,211.08			
		CURRENT YEAR EXPENDITURES		1,619,502.65			

FUND BALANCE PER B/S	4,835,232.01
REVENUES	
ENCUMBRANCES	1,221,936.10
VARIANCE	(0.00)

TOWN OF WATERFORD
CAPITAL PROJECTS FUNDS
NOVEMBER 30, 2022

FUND	DESCRIPTION	APPROPRIATION	EXPENDED	REMAINING BALANCE
424	DISTRICT MAGNET SCHOOL/EARLY CHLDHD LRN CT	21,248,892.00	21,248,807.19	84.81
432	WATERFORD HIGH SCHOOL BUILDING PROJECT	68,362,787.00	67,786,416.66	576,370.34
	TOTALS	**89,611,679.00**	**89,035,223.85**	**576,455.15**
	PRIOR YEAR EXPENDITURES		**89,035,223.85**	
	CURRENT YEAR EXPENDITURES		**0.00**	

TOWN OF WATERFORD
CAPITAL PROJECTS FUNDS
NOVEMBER 30, 2022

FUND	DESCRIPTION	APPROPRIATION	EXPENDED	REMAINING BALANCE	PCT EXP	BALANCE RETURNED
424	DISTRICT MAGNET SCHOOL/EARLY CHLDHD LRN CT	21,248,892.00	21,248,807.19	84.81	100.00%	
432	WATERFORD HIGH SCHOOL BUILDING PROJECT	68,362,787.00	67,786,416.66	576,370.34	99.16%	
	TOTALS	**89,611,679.00**	**89,035,223.85**	**576,455.15**	**99.36%**	**0.00**
	PRIOR YEAR EXPENDITURES		**89,035,223.85**			
	CURRENT YEAR EXPENDITURES		**0.00**			

Contributed Gifts Fund
NOVEMBER 30, 2022

FISCAL YEAR 2023	R&P HELMET RODEO DONATIONS	R&P GENERAL DONATIONS	R&P MEMORIAL TREES & BENCHES DONATIONS	R&P FRANCES X. SWEENEY MEMORIAL DONATIONS	R&P DOG PARK DONATIONS	R&P PLAYGROUND DONATIONS	R&P CIVIC TRIANGLE MEMORIAL DONATIONS	R&P DEIDRICK FIELD PRESS BOX DONATIONS	FINANCE DEPT. AUDITORIUM A/V UPGRADE	POLICE AUSTISM TRAINING
REVENUES										
REC & PARKS MEMORIAL TREES & BENCHES DONATIONS			$2,548.10							
K9 DONATIONS										
POLICE DEPT. GENERAL DONATIONS										
POLICE DEPT. FUNDRAISER PATCHES										
TOTAL REVENUES	$0.00	$0.00	$2,548.10	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
EXPENDITURES										
07/15/22 HOELCK'S FLORIST										
08/04/22 JP MORGAN CHASE										
08/04/22 JP MORGAN CHASE										
08/19/22 REIMB FLANNAGAN -VET CARE										
09/02/22 REIMB FLANNAGAN										
09/30/22 REIMB FLANNAGAN										
09/30/22 MARK KOSMAN DESIGN										
09/04/22 JP MORGAN CHASE										
09/02/22 SYMBOLARTS, LLC										
09/16/22 GROTON BOWLING										
09/30/22 MEDIA HERE & NOW LLC										
10/28/2022 BARCODE MEMORIAL BENCHES			$840.00							
10/28/2022 BARCODE MEMORIAL BENCHES			$218.85							
10/28/2022 BARCODE MEMORIAL BENCHES			$1,469.25							
10/14/2022 TOP GEAR, INC	$3,663.75									
09/05/22-10/04/22 JP MORGAN CHASE										
10/14/2022 CAPITOL UNIFORMS, INC										
09/05/22-10/04/22 JP MORGAN CHASE										
10/28/2022 CAPITOL UNIFORMS, INC										
11/10/22 KUSTOM SIGNALS										
11/10/22 ILINE, INC										
11/10/22 WHALING CITY GRAPHIC										
11/04/22 JP MORGAN CHASE										
11/04/22 JP MORGAN CHASE										
TOTAL EXPENDITURES	$3,663.75	$0.00	$2,528.10	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
NET CURRENT YEAR ACTIVITY	($3,663.75)	$0.00	$20.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
PRIOR YEAR BALANCE	$4,258.47	$29.60	$1,251.39	$65.00	$725.97	$50,486.32	$1,140.00	$12,600.00	$151.00	$1,700.00
CURRENT YEAR BALANCE	$594.72	$29.60	$1,271.39	$65.00	$725.97	$50,486.32	$1,140.00	$12,600.00	$151.00	$1,700.00

Contributed Gifts Fund
NOVEMBER 30, 2022

FISCAL YEAR 2023	POLICE DEPT. VEHICLE CHALLENGE	POLICE DEPT. K-9 PROGRAM	POLICE DEPT. GENERAL DONATIONS	POLICE DEPT. PATCHES FUNDRAISER	POLICE PUBLIC SAFETY DOCK	TOTAL
REVENUES						
REC & PARKS MEMORIAL TREES & BENCHES DONATIONS						
K9 DONATIONS		$2,050.00				
POLICE DEPT. GENERAL DONATIONS			$8,788.68			
POLICE DEPT. FUNDRAISER PATCHES				$1,020.00		
TOTAL REVENUES	$0.00	$2,050.00	$8,788.68	$1,020.00	$0.00	$14,406.78
EXPENDITURES						
07/15/22 HOELCK'S FLORIST			$148.84			
08/04/22 JP MORGAN CHASE		$194.10				
08/04/22 JP MORGAN CHASE			$1,130.00			
08/19/22 REIMB FLANNAGAN -VET CARE		$48.78				
09/02/22 REIMB FLANNAGAN		$22.84				
09/30/22 REIMB FLANNAGAN		$78.51				
09/30/22 MARK KOSMAN DESIGN		$122.00				
09/04/22 JP MORGAN CHASE		$477.17				
09/02/22 SYMBOLARTS, LLC			$1,246.50			
09/16/22 GROTON BOWLING			$137.25			
09/30/22 MEDIA HERE & NOW LLC			$500.00			
10/28/2022 BARCODE MEMORIAL BENCHES						
10/28/2022 BARCODE MEMORIAL BENCHES						
10/28/2022 BARCODE MEMORIAL BENCHES						
10/14/2022 TOP GEAR, INC						
09/05/22-10/04/22 JP MORGAN CHASE			$599.00			
10/14/2022 CAPITOL UNIFORMS, INC			$3,127.77			
09/05/22-10/04/22 JP MORGAN CHASE		$146.26				
10/28/2022 CAPITOL UNIFORMS, INC		$57.00				
11/10/22 KUSTOM SIGNALS			$2,737.63			
11/10/22 ILINE, INC			$550.35			
11/10/22 WHALING CITY GRAPHIC			$1,598.87			
11/04/22 JP MORGAN CHASE		$28.22				
11/04/22 JP MORGAN CHASE			$317.97			
TOTAL EXPENDITURES	$0.00	$1,174.88	$12,094.18	$0.00	$0.00	$19,460.91
NET CURRENT YEAR ACTIVITY	$0.00	$875.12	($3,305.50)	$1,020.00	$0.00	($5,054.13)
PRIOR YEAR BALANCE	$780.11	$5,889.68	$12,153.55	$0.00	$7.04	$91,238.13
CURRENT YEAR BALANCE	$780.11	$6,764.80	$8,848.05	$1,020.00	$7.04	$86,184.00

Insurance Administration Fund Balance Sheet November 30, 2022

Assets		
Cash and Cash Equivalents	3,031,267	
Accounts Receivable	68	
Total Assets	3,031,334	
Liabilities		
Accrued Liabilities (IBNR)	1,085,000	
Due to other funds	48,667	1)
Advance Payments	19,347	
Total Liabilities	1,153,015	
Net Assets		
Unrestricted	$1,878,320	
Total Net Assets	$ $1,878,320	

1) Healthcare entry for FY23 is not posted yet

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FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

To: Board of Finance Members

From: Town Accountant

Date: December 13, 2022

Subject: Status of General Fund Unassigned Balance

Unassigned Fund Balance:

1) Unassigned balance 06/30/22	23,004,117
Applied as additional appropriations through 11/30/22	(38,500)
Projected revenues in excess of (less than) budgeted through 11/30/22	2,094,412
Estimated Ending Unassigned Balance	25,060,029

1) Per unaudited statements

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FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

Date: December 12, 2022

To: Members of the Board of Finance

From: The Town Accountant

Subject: Status of Contingency Fiscal Year 2023

Contingency Fund, Line item 10121-59010:

07/01/22 Appropriation	265,000
Transferred through 11/09/22	(3,271)
Balance	261,729

Virginia Bielucki

FISCAL YEAR 2022-2023
CONTINGENCY TRANSFERS & BALANCE

ORG	OBJECT	DESCRIPTION	BOARD OF FINANCE	RTM	TRANSFER AMOUNT	BALANCE
		BALANCE 07/01/22				$265,000.00
10138	55898	TRANSFER OUT TO CURRENT YEAR CAPITAL-DE-ESCALATION& COMMUNICATION TECHNOLOGY	7/20/2022	N/A	$775.00	$264,225.00
10138	55897	TRANSFER OUT TO CURRENT YEAR CAPITAL-CELL BENCH SAFETY OVERLAY	9/7/2022	N/A	$2,496.00	$261,729.00
					($3,271.00)	$261,729.00

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FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

Town of Waterford

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

Date: December 13, 2022

To: Members of the Board of Finance

From: The Town Accountant

Subject: Status of Contingency Fiscal Year 2023

Contingency Fund, Line item 10121-59010:

07/01/22 Appropriation	265,000
Transferred through 12/06/22	(3,271)
Balance	261,729

Virginia Bielucki

FISCAL YEAR 2022-2023
CONTINGENCY TRANSFERS & BALANCE

ORG	OBJECT	DESCRIPTION	BOARD OF FINANCE	RTM	TRANSFER AMOUNT	BALANCE
		BALANCE 07/01/22				$265,000.00
10138	55898	TRANSFER OUT TO CURRENT YEAR CAPITAL-DE-ESCALATION& COMMUNICATION TECHNOLOGY	7/20/2022	N/A	$775.00	$264,225.00
10138	55897	TRANSFER OUT TO CURRENT YEAR CAPITAL-CELL BENCH SAFETY OVERLAY	9/7/2022	N/A	$2,496.00	$261,729.00
					($3,271.00)	$261,729.00