

FIFTEEN ROPE FERRY ROAD  
WATERFORD, CT 06385-2886



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

Board of Finance  
Regular Meeting Minutes

Wednesday, January 14, 2025  
Town Hall Auditorium 7:00 p.m.

**Present:** Glenn Patterson, Robert Tuneski, Michael Rocchetti, Bill Sheehan, Jerry Fischer, Ann Peabody  
**Elected:** Rob Brule, First Selectman; Abbas Danesh, Treasurer  
**Staff:** Kim Allen, Director of Finance; Chris Haley, Director of Fire Services; Gary Schneider, Director of Public Works; Jeff Robillard, Information Technology Manager; Rebecca Hall, Administrative Assistant Finance Office/BOF Recording Secretary

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 7:00p.m., January 14, 2026.

2. **Public Comment: none**

3. **Approval and acceptance of December 10, 2025 Regular Meeting minutes:**

Motion by Bill Sheehan and seconded by Michael Rocchetti to approve the minutes of the December 10, 2025 Regular Meeting as presented.

**Vote: 5 – 0 – 1 (Jerry Porter)**

**Motion: Passed**

4. **To consider and act upon a request from the Director of Public Works, Gary Schneider, for an additional FY26 appropriation in the amount of \$10,027 to line #10130-51520 (Highway Maintenance), for an employee payout. Action may include forwarding the request to the Representative Town Meeting (RTM) for approval.**

Motion by Bill Sheehan and seconded by Ann Peabody to transfer \$10,027 from Contingency line #10121-59010 to line #10130-51520 (Highway Maintenance) for an employee payout.

**Vote: 6 – 0 – 0**

ATTEST: *David E. Sawyer*  
TOWN CLERK

RECEIVED FOR RECORD  
WATERFORD, CT  
JAN 21 A 11:29  
Motion: Passed

5. To consider and act upon a request from the Director of Public Works, Gary Schneider, for an additional FY26 appropriation in the amount of \$14,220 to line #10130-51530 (Refuse Collection) for an employee payout. Action may include forwarding the request to the Representative Town Meeting (RTM) for approval.

Motion made by Bill Sheehan and seconded by Robert Tuneski to transfer \$14,220 from Contingency line #10121-59010 to line #10130-51530 (Refuse Collection) for an employee payout.

Vote: 6 – 0 – 0

Motion: Passed

6. To consider and act upon a request from the Director of Public Works, Gary Schneider, to appropriate \$25,000 currently designated on budget line #20511-57871 (Police Department Building HVAC). If approved, the request shall be forwarded to the Representative Town Meeting (RTM) for final authorization.

Motion by Bill Sheehan and seconded by Michael Rocchetti to move \$25,000 from designated budget line #20511-57871 (Police Department Building HVAC) to appropriated line #20511-57871 (Police Department Building HVAC), and forward to the RTM as required.

Chairman Patterson questioned Director Schneider about what was included in this HVAC work. The Director answered that this money would go toward work on the chillers, valves, blowers, air volume boxes, etc. There is another \$85,000 earmarked for roof repairs in the near future to the police department. He added that his department will be meeting with the Chief of Police to discuss how current operations impact the use of the building and what the needs of the building will be for the Police Department in the future. This meeting will assist in forecasting the next changes to the building.

Vote: 6 – 0 – 0

Motion: Passed

7. To consider and act upon a request from the Director of Public Works, Gary Schneider, for an FY26 additional appropriation in the amount of \$50,000 for a new capital project (Vauxhall Street Multi-Phased Project). Action may include forwarding the request to the Representative Town Meeting (RTM) for approval.

Motion by Bill Sheehan and seconded by Michael Rocchetti to appropriate \$50,000 for a new capital project (Vauxhall Street Multi-Phased Project) from the Undesignated Fund Balance of the Capital Nonrecurring Expenditure Fund (CNR) line #205-31520, and forward to the RTM as required.

Bill Sheehan opened discussion by asking Director Schneider about the project scope and if any additional money will be needed moving forward. The director said no. The director added that the project encompasses widening the road, adding a shoulder and providing better drainage. Mr. Sheehan asked if the director had spoken with the Town of Montville regarding modifications to the V-shaped intersection at the town border. Director Schneider answered that he has not spoken to them about the intersection.

Chairman Patterson asked the First Selectman, Rob Brule, how the town will be paying for this as this portion of roadway was not included in the Resurfacing Program presented to the RTM in December. The First Selectman responded to the chair by informing him of conversations he has had with Electric Boat as well as with the Emergency Management department. There is a high likelihood of grants and

other entities in the State of Connecticut that can provide funding as this the section of road in the project is designated as an emergency evacuation route for the Town of Waterford.  
Mr. Sheehan asked Director Schneider if the FY27 budget proposal from his department would reflect the revaluation of Waterford roads as it has not been done since 2020 to which the director replied yes.

Vote: 6 – 0 – 0

Motion: Passed

8. To consider and act upon a request from the Director of Fire Services, Chris Haley, for a FY26 Out-of-Series Transfer in the amount of \$4,019 within the Fire Services budget as indicated on the following extract from the Transfer Request Form:

Motion by Bill Sheehan and seconded by Robert Tuneski to transfer \$4,019 as follows:

| TOWN OF WATERFORD<br>TRANSFER REQUEST FORM<br>Out of Series Transfer Request |           |             |                    |                              |                                |                     |                     |                                |
|------------------------------------------------------------------------------|-----------|-------------|--------------------|------------------------------|--------------------------------|---------------------|---------------------|--------------------------------|
| FIRE SERVICES 12/9/26<br>DEPARTMENT                                          |           |             |                    | APPROVED<br>Budget<br>Amount | CURRENT<br>Available<br>Budget | ACCOUNT<br>INCREASE | ACCOUNT<br>DECREASE | REVISED<br>Available<br>Budget |
| Line No.                                                                     | Org. Code | Object Code | Object Description |                              |                                |                     |                     |                                |
| 1                                                                            | 10123     | 52372       | Insurance          | \$ 160,750                   | \$ 16,077                      |                     | \$ (3,000)          | \$ 13,077                      |
| 2                                                                            | 10123     | 52379       | Hose Testing       | \$ 10,108                    | \$ 606                         |                     | \$ (606)            | \$ 0                           |
| 3                                                                            | 10123     | 52376       | Hydraulic Testing  | \$ 6,492                     | \$ 414                         |                     | \$ (413)            | \$ 1                           |
| 4                                                                            | 10123     | 53100       | Tires              | \$ 8,000                     | \$ (8,303)                     | \$ 4,019            |                     | \$ (4,284)                     |
|                                                                              |           |             |                    |                              | TOTAL                          | 4,019               | (4,019)             |                                |
| Explanation                                                                  |           |             |                    |                              |                                |                     |                     |                                |
| 1-4 The tires on W-25 will need replacing.                                   |           |             |                    |                              |                                |                     |                     |                                |
| Insurance costs have been reduced by updating coverages.                     |           |             |                    |                              |                                |                     |                     |                                |
| Hose testing came in under budget                                            |           |             |                    |                              |                                |                     |                     |                                |
| Hydraulic testing came in under budget                                       |           |             |                    |                              |                                |                     |                     |                                |

Robert Tuneski asked Director Haley if the cost of disposal is included with the tire replacements. The director answered yes. Ann Peabody asked the director how long the new tires will last. Director Haley advised the Board that the life of the tires are dependent upon several factors so there is no definitive answer to that question. Fire Services works hard to make sure each vehicle uses its tires to the full extent of their lives.

Vote: 6 – 0 – 0

Motion: Passed

9. To consider and act upon a request from the Director of Fire Services, Chris Haley, for a FY26 Out-of-Series Transfer in the amount of \$6,000 within the Fire Services budget as indicated on the following extract from the Transfer Request Form:

Motion by Bill Sheehan and seconded by Michael Rocchetti to transfer \$6,000 as follows:

| TOWN OF WATERFORD                                                                  |           |             |                    |                              |                                |                     |                     |                                |
|------------------------------------------------------------------------------------|-----------|-------------|--------------------|------------------------------|--------------------------------|---------------------|---------------------|--------------------------------|
| TRANSFER REQUEST FORM                                                              |           |             |                    |                              |                                |                     |                     |                                |
| Out of Series Transfer Request                                                     |           |             |                    |                              |                                |                     |                     |                                |
| FIRE SERVICES 11.20.25                                                             |           |             |                    |                              |                                |                     |                     |                                |
| DEPARTMENT                                                                         |           |             |                    |                              |                                |                     |                     |                                |
| Line No.                                                                           | Org. Code | Object Code | Object Description | APPROVED<br>Budget<br>Amount | CURRENT<br>Available<br>Budget | ACCOUNT<br>INCREASE | ACCOUNT<br>DECREASE | REVISED<br>Available<br>Budget |
| 1                                                                                  | 10123     | 52387       | Pump Testing       |                              |                                |                     | (3,000.00)          | \$ (3,000)                     |
| 2                                                                                  | 10123     | 52372       | Insurance          |                              |                                |                     | (3,000.00)          | \$ (3,000)                     |
| 3                                                                                  | 10123     | 53100       | Tires              |                              |                                | 6,000.00            |                     | \$ 6,000                       |
|                                                                                    |           |             |                    |                              |                                | TOTAL               | 6,000.00            | (6,000.00)                     |
| Explanation                                                                        |           |             |                    |                              |                                |                     |                     |                                |
| 1-3 DOT inspections have shown the need for 4 tires on W-41 and all tires on W-36. |           |             |                    |                              |                                |                     |                     |                                |
| Pump testing was incorporated into maintenance.                                    |           |             |                    |                              |                                |                     |                     |                                |
| Insurance costs have been reduced by updating coverages.                           |           |             |                    |                              |                                |                     |                     |                                |

Vote: 6 – 0 – 0

Motion: Passed

10. To consider and act upon a request from the Information Technology Manager, Jeff Robillard, to appropriate \$28,168 currently designated on budget line #20547-57882 (Computer Replacements) to purchase and replace Dell computers. If approved, the request shall be forwarded to the Representative Town Meeting (RTM) for final authorization.

Motion by Bill Sheehan and seconded by Robert Tuneski to move \$28,168 from designated budget line #20547-57882 (Computer Replacements) to appropriated line #20547-57882 (Computer Replacements), and forward to the RTM as required.

Jeff Robillard, Information Technology Manager, informed the Board that Dell contacted him on January 9, 2026 to let him know the quoted cost from December 2025 for the computer replacements increased to \$34,000 and is set to increase again in the month of February. Due to the change in cost and the process to appropriate money for projects, the delay in the trio of board approvals may cost the town (and his department) much more money than anticipated. The initial quote was valid until December 19, 2025. Due to the volatility in the market for technology, each Dell quote is good for roughly 9 days. Jerry Porter asked Mr. Robillard if there was a reason he is not asking for the full \$34,000 at this meeting. The Board retorted that the new cost would need to be presented to the Board of Selectman before moving, again, through the Board of Finance and then to the RTM for approval. Ann Peabody added that she believes all of the money designated should be appropriated at once. Chairman Patterson echoed the same sentiment but added that it would only apply to specific projects/situations and it is something that should be brought up to the RTM.

Mr. Robillard said that if the Board approves his request tonight, he can purchase most of his equipment but he will need to come back to request more money to fully complete computer replacements.

Vote: 6 – 0 – 0

Motion: Passed

11. To consider and act upon a request by Steve Sinagra, Director of Emergency Management to reschedule the budget hearing for Emergency Management from March 2, 2026 to any later Budget Hearing date.

Motion by Bill Sheehan and seconded by Robert Tuneski to move the Emergency Management Budget Hearing from March 2, 2026 to Wednesday, March 11, 2026.

Vote: 6 – 0 – 0

Motion: Passed

12. Old Business: none

13. New Business: none

14. Liaison Reports:

- a. Bill Sheehan: Board Police Commissioners met and discussed several items including the retirement of the current Chief of Police, Marc Balestracci. They are in search for his replacement.
- b. Robert Tuneski: Oswegatchie Fire House Building Committee the bid was sent out for the new fire station and is due February 10, 2026. The Building Committee is scheduled to meet February 12, 2026 to evaluate the bids. When a winning bid is selected, any contracts to be signed must be approved by the Board of Selectman.
- c. Ann Peabody: Retirement Commission met and voted on upcoming budget. They voted to leave the OPEB contribution as recommended.
- d. Jerry Porter: Social Services Grant Committee – the committee held their annual meeting to approve grant money for various social service organizations. Mr. Porter stated that all grant requests were approved with the exception of one organization. The group had requested \$10,000, but was awarded \$1,500.

15. Correspondence: No comments

16. Adjournment

Motion by Robert Tuneski and seconded by Bill Sheehan to adjourn the Regular Meeting of the Board of Finance at 7:55pm.

Vote: 6 – 0 - 0

Motion: Passed

Respectfully submitted,

  
John (Bill) W. Sheehan,  
Clerk of the Board of Finance

  
Rebecca L. Hall,  
Recording Secretary