

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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Board of Finance
Regular Meeting Minutes

Wednesday, November 12, 2025
Town Hall Auditorium 7:00 p.m.

Present: Glenn Patterson, Robert Tuneski, Michael Rocchetti (7:07pm), Bill Sheehan, Joseph Filippetti, Josh Kelly (7:15pm)
Absent: Ron Fedor
Elected: Rob Brule, First Selectman; Abbas Danesh, Treasurer; Paul Goldstein, RTM Moderator
Staff: Kim Allen, Director of Finance; Chris Haley, Director of Fire Services; 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., November 12, 2025.

2. Public Comment: none

3. Approval and acceptance of October 8, 2025 Regular Meeting minutes:

Motion by Bill Sheehan and seconded by Joseph Filippetti to approve the minutes of the October 8, 2025 Regular Meeting as presented.

Vote: 4 – 0 – 0

Motion: Passed

4. To consider and act on a FY26 Out-of-Series Transfer from the Director of Fire Services, Chris Haley, in the amount of \$73,467 as indicated in the Transfer Request Form.

Motion made by Bill Sheehan and seconded by Robert Tuneski to transfer \$73,467 as follows:

**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	51110	ADMINISTRATION	226,823.00	179,011.44		(10,077.00)	152,934.44
2	10123	51412	PART TIME FIREFIGHTING	156,129.00	98,892.20		(55,600.00)	68,292.20
3	10123	52320	RENTAL OF HYDRANTS	579,000.00	12,500.00		(12,500.00)	0.00
4	10123	52372	INSURANCE	160,730.00	8,290.00		(5,290.00)	3,000.00
5	10123	51410	FIREFIGHTING	1,436,513.00	1,037,895.42	73,467.00		1,111,362.42
					TOTAL	73,467.00	(73,467.00)	

Explanation

1. Funds available because new Director salary lower than budgeted.
2. Funds available because new full-time firefighter hired.
3. Funds available because actual costs lower than budgeted.
4. Funds available because Onwegatchie Fire Station premium transferred to town policy.
5. Funds needed for new full-time firefighter hired.

Glenn Patterson questioned Director Haley if the available funds under the part time firefighter and administrative lines will be used. The Director answered that the full time firefighter hours were replaced by the part time firefighter hours. It takes (3) positions to cover (1) 24-hour shift, and this transfer plus the money from the additional appropriation request [in item number 5 on the agenda] will cover the new employee costs. Director Haley informed Chairman Patterson that the FICA costs are difficult to project as each position varies and will change as time progresses.

Vote: 4 – 0 – 0

Motion: Passed

5. To consider and act on a request from the Director of Fire Services, Chris Haley, for an **additional appropriation of \$88,640** to cover the cost of hiring two (2) full-time Firefighter/EMTs for the following designated lines, and forward to the RTM if required.

<u>Personnel costs:</u>	<u>\$73,293</u>	<u>line #10123-51410</u>
<u>Turnout gear:</u>	<u>\$8,584</u>	<u>line #10123-53111</u>
<u>Uniform/Clothing/Boots/Badges:</u>	<u>\$4,463</u>	<u>line #10123-52370</u>
<u>Comprehensive Baseline Medical Exams:</u>	<u>\$2,300</u>	<u>line #10123-52310</u>

Motion by Bill Sheehan and seconded by Joseph Filippetti to transfer \$88,640 from the Unassigned Fund Balance of the General Fund to the designated lines #10123-51410, 10123-53111, 10123-52370, 10123-52310, and forward to the RTM as required.

Michael Rocchetti asked Director Haley how many part time firefighters the town currently employs. He also asked if the department is still looking for part time firefighters. Finally, he asked the director how the pay rates for Waterford compare to other towns.

Director Haley said there are currently seven (7) part timers. He also stated that he believes the town will always have room in the department for part timers, but the department also needs to provide consistent service to the Town of Waterford. This means, the part time employees must make the firefighting position a priority. Surrounding towns who have not offered part time firefighting positions in past years are now seeking part timers. The Town of Waterford will continue to have part time firefighters and the town offers a higher starting rate with cost of living increases throughout employment.

Mr. Rocchetti asked if those in unions give a negative push back on Waterford firefighters who work part time for another town. Director Haley said he has not seen or heard of any incidences of this occurring locally.

Chairman Patterson asked if training is necessary for the new hires to which Mr. Haley answered that while the Town of Waterford has a routine on-boarding process, the department is targeting certified firefighters.

Vote: 6 – 0 – 0

Motion: Passed

6. Review and possible action of the Superintendent of Schools' letter listed in Correspondence requesting a revised FY27 BOE budget submittal date.

Motion by Bill Sheehan and seconded by Josh Kelly to approve the request by the Superintendent of Schools to allow the Board of Education to submit their budget by March 2, 2026.

Vote: 6 – 0 – 0

Motion: Passed

7. To consider and act on a request for approval of the General Fund 2026/2027 Proposed Budget: **Board of Finance.**

Motion by Bill Sheehan and **seconded** by Robert Tuneski to approve the General Fund 2026/2027 Proposed Budget of \$86,406 for the **Board of Finance** as presented.

Vote: 6 – 0 – 0

Motion: Passed

8. To consider and act on a request for approval of the General Fund 2026/2027 Proposed Budget: **Debt Service.**

Motion by Bill Sheehan and **seconded** by Josh Kelly to approve the General Fund 2026/2027 Proposed Budget of \$8,068,172 for the **Debt Service** as presented.

Vote: 6 – 0 – 0

Motion: Passed

9. To consider and act on a request for approval of the General Fund 2026/2027 Proposed Budget: **Contingency.**

Motion by Bill Sheehan and **seconded** by Joseph Filippetti to approve the General Fund 2026/2027 Proposed Budget of \$271,625 for the **Contingency** as presented.

Josh Kelly opened discussion by pointing out that the Town seems to bear more appropriation requests throughout the fiscal year. The proposed budget does not show an increase to the Contingency line to cover the trending increases. From a hypothetical point of view, the town could, again [in FY26], run out of Contingency money and have to pull from the General Fund.

The Director of Finance, Kimberly Allen, added that the Contingency budget was based on the 10/25 COLA for the increase presented.

Mr. Kelly said that he agrees that the Contingency needs to increase with inflation and we need to consider the role Contingency plays in funding the town.

First Selectman, Rob Brule, said there are three (3) contracts to be negotiated this year so legal fees will increase. The Board should also consider potential large ticket items to come in the future for the Town. Bill Sheehan indicated that with the contract negotiations coming up, the Town of Waterford may be transferring a lot from Contingency due to retirements. He believes the town should seriously consider increasing the Contingency budget to \$280,000.

Director Allen advised the Board that the along with the three (3) Union contracts to settle, there are also non-union wage increases coming plus another increase in minimum wage. She thinks it would be wise for the Board of Finance to budget \$285,000 based on last year's outcome.

Amended Motion by Bill Sheehan and **seconded** by Joseph Filippetti to approve the General Fund 2026/2027 Proposed Budget of \$285,000 for **Contingency**.

Vote: 6 – 0 – 0

Motion: Passed

10. Appointment of a Board of Finance member to serve on the Social Services Grant Committee for a term of one year December 2025 to December 2026.

Motion by Bill Sheehan and **seconded** by Joseph Filippetti to postpone the appointment of a Board of Finance member to serve on the Social Services Grant Committee to the December 10, 2025 Regular Meeting.

Vote: 6 – 0 – 0

Motion: Passed

11. **Old Business:** none
12. **New Business:** none
13. **Liaison Reports:**
14. **Correspondence:** No comments

Chairman Patterson called upon the Town Treasurer, Abbas Danesh, to discuss items in the Treasurer's Quarterly Report. He then questioned various items on the Capital Project Status Report to which First Selectman Brule and Director Allen responded with answers satisfactory to the Chairman.

The First Selectman also discussed the positive impact of a meeting with Martin Heft (Undersecretary, Intergovernmental Policy and Planning Division), Stonington, and Guilford regarding the revaluation schedule implemented by the state. It was discussed in this meeting to allow these three municipalities to conduct their revaluations over four (4) years rather than three (3) years to ease the financial and human capital burdens. He said it was a very good meeting with the possibility of a significantly lower cost to the mentioned towns.

Finally, as a parting message, Josh Kelly, who will not be returning to the Board of Finance for the next term, thanked all of the members as he felt welcomed and felt as though the board held great discussions regarding the town's business.

In Ron Fedor's absence, Robert Tuneski acknowledged the many years and contribution that Mr. Fedor gave to the Town of Waterford on the Board of Finance. Mr. Tuneski also thanked Josh Kelly for his time and input to the Board of Finance.

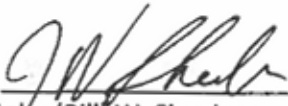
15. **Adjournment**

Motion by Bill Sheehan and **seconded** by Josh Kelly to adjourn the Regular Meeting of the Board of Finance at 7:48pm.

Vote: 6 – 0 - 0

Motion: Passed

Respectfully submitted,


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


Rebecca L. Hall,
Recording Secretary