

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

RECEIVED FOR RECORD
WATERFORD, CT
2024 JUL 19 P 3:32

ATTEST: *Daniel J. Campos*
TOWN CLERK

AGENDA
BOARD OF SELECTMEN REGULAR MEETING

Tuesday, July 23, 2024

5:00 PM

Waterford Town Hall (Appleby Room)

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

- 1. Call to Order & Roll Call:**
- 2. Pledge of Allegiance**
- 3. Public Comment:**
- 4. Planning Department:** To consider and act on a request for the Town of Waterford Board of Selectman to approve the request to accept Caroline Court as a town road and forward it to the Representative Town Meeting for final acceptance.
- 5. Public Works:** To consider and act upon awarding the contract for the supply of Treated Road Salt to Chemical Equipment Labs of DE, Inc., from the Director of Public Works, Gary Schneider, for \$185,340. Funds available from line item #10130-55010 (Town Aid Road Improved).
- 6. Finance:** To consider and act on a recommendation from, Purchasing Agent, Shea Davy, on behalf of the Town Hall, for surplus disposal of the following item:
 - Asset #01369 Yellow Fire Safe Cabinet
- 7. Finance:** To consider and act on a recommendation from, Purchasing Agent, Shea Davy, on behalf of the Town Hall, for surplus disposal of 28 items, please see list in the backup.
- 8. Finance:** To consider and act on a recommendation from, Purchasing Agent,

Shea Davy, on behalf of the Town Hall, for surplus disposal of 40+ items, please see list in the backup.

9. **Town Hall:** To consider and act on a recommendation from, Purchasing Agent, Shea Davy, for surplus disposal of the following items:

- 50 Metal Folding Chairs
- 5 American Flags

10. **Appointments & Resignations:**

10a. Resignation by Bert Chenard, Alternate, from the Planning and Zoning Commission.

11. **New Business:**

12. **Old Business:**

13. **Correspondence:**

14. **Consent Agenda**

14a. Tax Refund

14b. Board of Selectmen Regular Meeting Minutes July 9, 2024

15. **Adjournment:**



DEPARTMENT OF PLANNING AND DEVELOPMENT

TO: Board of Selectman

FROM: Jonathan E. Mullen, AICP, Planning Director *JEM*

DATE: July 16, 2024

RE: Board of Selectman Referral to Representative Town Meeting for
Acceptance of Caroline Court as a Public Road

On May 28, 2024 the Planning and Zoning Commission (PZC) in accordance with Connecticut General Statute Section (CGS §) 8-24 forwarded a favorable recommendation with conditions to the Board of Selectman regarding the Town's acceptance of a portion of a parcel for which approximately 300' of municipal sewer and other public improvements had been installed by the Town in the 1990's known as Caroline Court.

Pursuant to the CGS§ 8-24 report of the PZC dated 5/28/2024, the following motion is recommended:

MOTION: *The Town of Waterford Board of Selectman approve the request to accept Caroline Court as a town road and forward it to the Representative Town Meeting for final acceptance.*

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

June 3, 2024

Robert Brule
First Selectman
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

RE: Application #PL-24-8 Caroline Court
Road Acceptance

Dear Mr. Brule:

At a meeting on May 28, 2024, the Town of Waterford Planning and Zoning Commission took the following action in regards to the above referenced application:

APPROVED WITH CONDITIONS:

PL-24-8 – Request of the Town of Waterford Board of Selectmen, for municipal improvement in accordance with Section 8-24 of the Connecticut General Statutes for acceptance of Caroline Court as a public road.

This approval and meeting minutes constitute a report required under CGS 8-24 of the Connecticut General Statutes. A copy of this letter should be included with any request for funds or authorization for grant applications.

If you have any questions, please don't hesitate to contact Mark Wujtewicz, Planner, at (860) 444-5813.

Sincerely,

Katrina Kotfer
Recording Secretary
Planning and Zoning Commission

Enclosure: Minutes
 Notice of Action

cc: RTM Moderator
 Chief Ballestracci, WPD
 Kim Allen, Finance Director
 Attorney Robert Avena, Esq.
 James Bartelli, Utility Commission Director
 Gary Schneider, Public Works Director

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

Waterford Planning and Zoning Commission Notice of Action

At a meeting held on May 28, 2024, the Waterford Planning and Zoning Commission took the following action –

Approved with Conditions #PL-24-8 – Request of the Town of Waterford Board of Selectmen, for municipal improvement in accordance with Section 8-24 of the Connecticut General Statutes for acceptance of Caroline Court as a public road.

Dated at Waterford this 31st day of May, 2024.

Gregory Massad, Chairman
Waterford Planning & Zoning Commission

**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

RECEIVED FOR RECORD
WATERFORD, CT

Planning & Zoning Commission
Online Access Only

2024 JUN 3 2024 11

6:30 PM

ATTEST: *[Signature]*
CLERK

Members Present: Chairman Greg Massad, Karen Barnett and Victor Ebersole
Members Absent: Tim Bleasdale and Tim Conderino
Alternates Present: Bertrand Chenard and Doris Crum
Alternates Absent: Joseph DiBuono
Staff Present: Jonathan Mullen, Planning Director, Mark Wujtewicz, Planner,
Robert Avena, Esq, Town Attorney, Katrina Kotfer, Recording
Secretary

1. CALL TO ORDER AND APPOINTMENT OF ALTERNATES

G. Massad called the meeting to order at 6:30 PM. B. Chenard was seated for T. Bleasdale and D. Crum was seated for T. Conderino.

2. APPROVAL OF MINUTES

MOTION: Motion made by B. Chenard, seconded by K. Barnett, to approve the April 30, 2024 meeting minutes with the correction on page 5 the sentence "T. Bleasdale noted that could potentially effect driveways" should read "T. Bleasdale noted that could potentially affect driveways".

VOTE: 5 - 0

3. APPLICATION RECEIPT

#PL-24-7 – Request of Adams Builders, LLC, owner & applicant for a site plan modification for a multi-family development at 48 Great Neck Road, PDD-2 zone, in accordance with Sections 22 and 30.2 of the Zoning Regulations and as shown on plans entitled "Site plan, Sheet 1 of 16 Modification/Replacement Plan of Ivy Hill Village" Revised May 14, 2024.

ACTION REQUIRED BY: 7/31/24

The application was received and will be scheduled for discussion at a future meeting.

#PL-24-8 – Request of the Town of Waterford Board of Selectmen, for municipal improvement in accordance with Section 8-24 of the Connecticut General Statutes for acceptance of Caroline Court as a public road.

ACTION REQUIRED BY: 7/2/24

The application was received and will be discussed later in the meeting.

4. APPLICATION REVIEW

#PL-24-8 – Request of the Town of Waterford Board of Selectmen, for municipal improvement in accordance with Section 8-24 of the Connecticut General Statutes for acceptance of Caroline Court as a public road.

ACTION REQUIRED BY: 7/2/24

G. Massad recused himself from the application.

J. Mullen reviewed the application with the Commission. He reviewed with the Commission that in the 1990's approximately 300' of municipal sewer was installed and other public improvements were made. The area of Caroline Court is located on a portion of a privately owned parcel and has been used as a Town road with the Town providing services to residents along Caroline Court. As part of this proposal a hammer head will be installed towards the end of the Caroline Court to allow for snow storage.

B. Chenard asked if a barrier will be installed at the end of Caroline Court. He also voiced concerns about potentially providing an easement for the existing driveway access to 5 Caroline Court. Attorney Avena noted that quit claim deeds will need to be filed and that all required access easements will be included to provide for continued access.

M. Wujtewicz reviewed with the Commission the prepared staff report.

The Commission made the following findings:

1. The proposed land to be acquired by the Town of Waterford is a Municipal Improvement that qualifies for a CGS 8-24 review by the Planning and Zoning Commission.
2. The acquisition for the purpose of formally establishing a public road known as Caroline Court is supported by the 2012 Plan of Preservation Conservation and Development. It is consistent with the Plan by allowing the Town to provide the required services for residents.

The Commission discussed the following conditions:

1. The quitclaim deed to be filed shall provide for an access easement for 5 Caroline Court.
2. A snow storage area and location will need to be delineated on the final survey plan.

MOTION: Motion made by B. Chenard, seconded by D. Crum, to approve CGS 8-24 Application #PL-24-8 for the acquisition of land for the purpose of providing public road known as Caroline Court by finding the proposal consistent with the Town of Waterford 2012 Plan of Preservation Conservation and Development and to adopt the findings 1 and 2 of the staff report and the 2 discussed conditions.

VOTE: 5-0

G. Massad returned to the meeting.

5. ADMINISTRATIVE REVIEW

No review was discussed.

6. CORRESPONDENCE

No correspondence was received.

7. COMMISSION BUSINESS

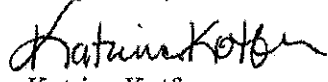
Staff updated the Commission with potential future applications.

8. ADJOURNMENT

MOTION: Motion made by D. Crum, seconded by B. Chenard to adjourn at 6:57 pm.

VOTE: 5-0

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Katrina Kotter", written over the printed name.

Katrina Kotter
Recording Secretary

1000 HARTFORD TURNPIKE



WATERFORD, CT 06385

Inter-Office Correspondence

TO: Mr. Rob Brule, First Selectman
FROM: James A. Bartelli, Director of Utilities
DATE: October 10, 2023

RE: Road Acceptance Request for Caroline Court

Dear Mr. Brule,

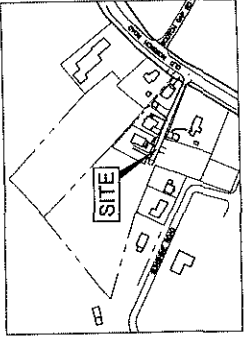
During the 1990's as part of the Contract #40 Lateral Sewers and Roadway Reconstruction Program the Town installed approximately 300' of 8" sewer main and related appurtenances as well as drainage piping and catch basins on what is referred to as Caroline Ct. The sewer main provides lateral sewer service to 6 parcels along this roadway. It was recently brought to our attention that Caroline Ct is in fact private property, not a Town Road or Right of Way and that the Town has no known easement or rights for the aforementioned utilities within said roadway. The Town has historically plowed this roadway as this roadway is identified within Town and "States Road List".

The owner of the land, who recently brought this issue forward, would like to convey the paved land area that encompasses the sewer and drainage utilities to the Town, as he feels the utility on his property presents a potential liability, furthermore, we do not have rights to have the utility there. It remains a mystery as to how the Town installed a sewer main on private property without an easement or acquisition. The property owner has expressed that he will convey this land area for the consideration of \$1.00 if we conduct the survey and related conveyance items. The Utility Commission has executed a survey and set boundary markers, which encompass the aforementioned utilities. The completed survey map and description are attached.

The Utility Commission respectfully request that the Town acquire the land on, so called, Caroline Ct as identified within the attached survey map and description utilizing the CGS 8-24 process for Municipal Projects.

Thank you.

cc. Waterford Utility Commission



LOCATION PLAN
SCALE 1"=200'

SURVEY NOTES

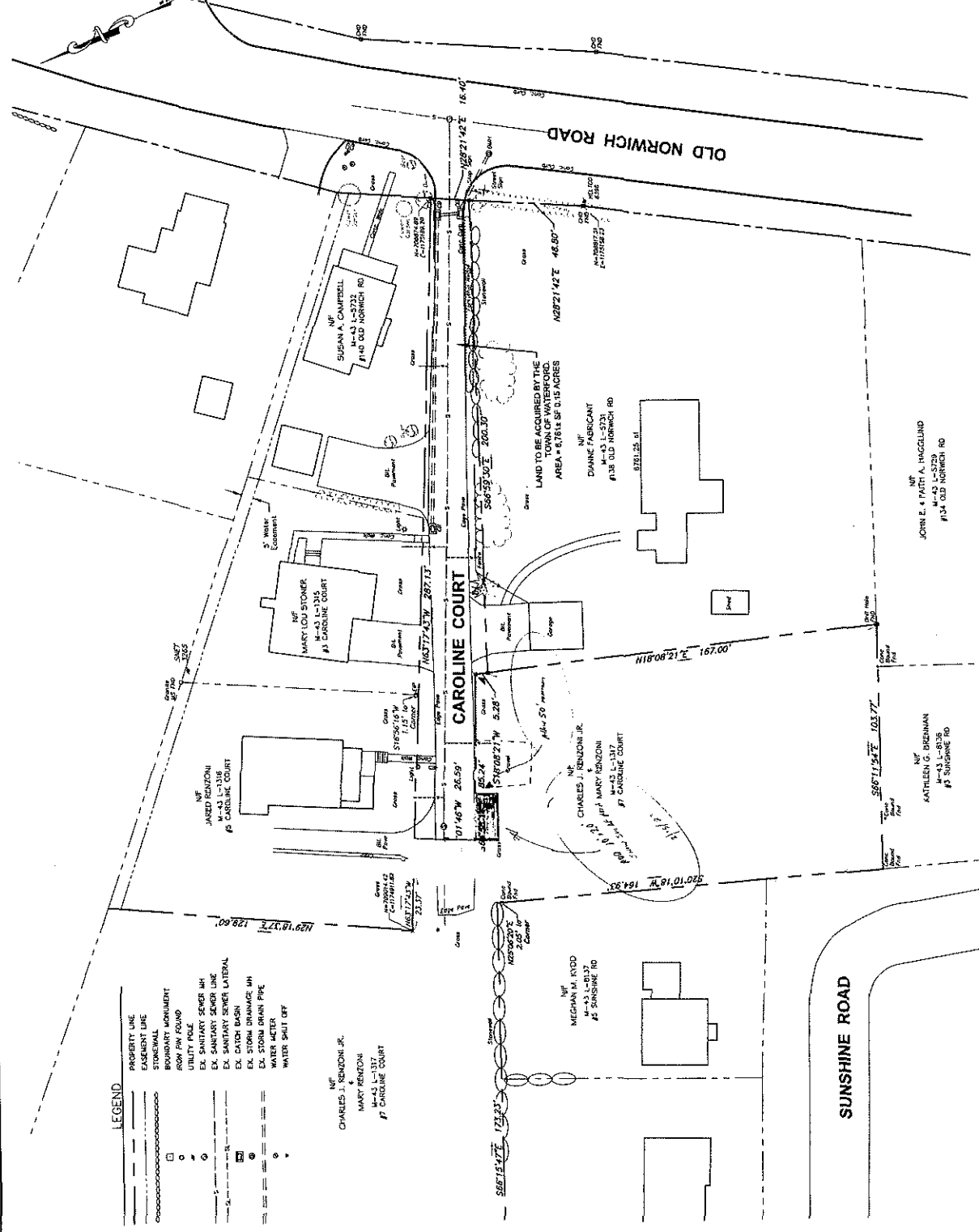
1. THIS SURVEY HAS BEEN REQUESTED PURSUANT TO THE REGULATIONS OF THE CONNECTICUT STATE DEPARTMENT OF CONSTRUCTION, DIVISION OF CONSTRUCTION STANDARDS, SECTION 20-300-1 THROUGH 20-300-20 AS REVISED AND ADOPTED ON OCTOBER 28, 2016.
2. THIS SURVEY IS A LIMITED BOUNDARY/PROPERTY SURVEY. IT IS INTENDED TO BE USED TO CREATE A MAP.
3. THIS IS A RESIDENTIAL SURVEY. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE TOWN OF WATERFORD, CONNECTICUT, AND HAS FOUND NO RECORDS OF ANY PREVIOUS SURVEYS OF THIS PROPERTY.
4. THE SUBJECT OF THIS SURVEY IS CAROLINE COURT, AS SHOWN IN VOLUME 1214 OF THE RECORDS OF THE TOWN OF WATERFORD, CONNECTICUT. THE PROPERTY IS LOCATED AT THE CORNER OF CAROLINE COURT AND OLD NORWICH ROAD, TOWN OF WATERFORD, CONNECTICUT. THE PROPERTY IS A PART OF LOT 12.
5. CAROLINE COURT IS A PRIVATE WAY PART OF LOT 12.
6. THIS SURVEY IS BASED ON NORTH AMERICAN DATUM 1983 (NAD83). ELEVATIONS ARE BASED ON MEAN SEA LEVEL (MSL) DATUM 1988 (MDS88).
7. THIS SURVEY WAS CONDUCTED ON 4/21/2023 UTILIZING REAL TIME KINEMATIC (RTK) GLOBAL POSITIONING SYSTEM (GPS) DATA. THE SURVEYOR HAS FOUND NO RECORDS OF ANY PREVIOUS SURVEYS OF THIS PROPERTY.
8. BOUNDARY MONUMENTS SET AT ALL CORNERS SEPTEMBER 22, 2023.

REFERENCE MAPS

1. CONNECTICUT STATE HIGHWAY DEPARTMENT RIGHT OF WAY MAP TOWN OF WATERFORD, CONNECTICUT, 1983. THE MAP SHOWS THE LOCATION OF CAROLINE COURT AND OLD NORWICH ROAD. THE MAP IS A PART OF THE RECORDS OF THE TOWN OF WATERFORD, CONNECTICUT.
2. THE TOWN OF WATERFORD, CONNECTICUT, RECORDS OF THE TOWN OF WATERFORD, CONNECTICUT, 1983. THE RECORDS SHOW THE LOCATION OF CAROLINE COURT AND OLD NORWICH ROAD. THE RECORDS ARE A PART OF THE RECORDS OF THE TOWN OF WATERFORD, CONNECTICUT.
3. THE TOWN OF WATERFORD, CONNECTICUT, RECORDS OF THE TOWN OF WATERFORD, CONNECTICUT, 1983. THE RECORDS SHOW THE LOCATION OF CAROLINE COURT AND OLD NORWICH ROAD. THE RECORDS ARE A PART OF THE RECORDS OF THE TOWN OF WATERFORD, CONNECTICUT.

PLAN SHOWING LAND TO BE ACQUIRED BY THE TOWN OF WATERFORD

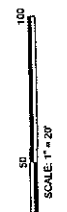
HALEY WARD	
2023/09/20	2023/09/20
2023/09/20	2023/09/20
TOWN OF WATERFORD UTILITY COMMISSION	
CAROLINE COURT	
WATERFORD, CONNECTICUT	
LIMITED PROPERTY/BOUNDARY SURVEY	
DATE	2023/09/20
TIME	1:00 PM
BY	HALEY WARD
FOR	TOWN OF WATERFORD UTILITY COMMISSION
PROJECT	2023/09/20
SCALE	1"=200'
1	



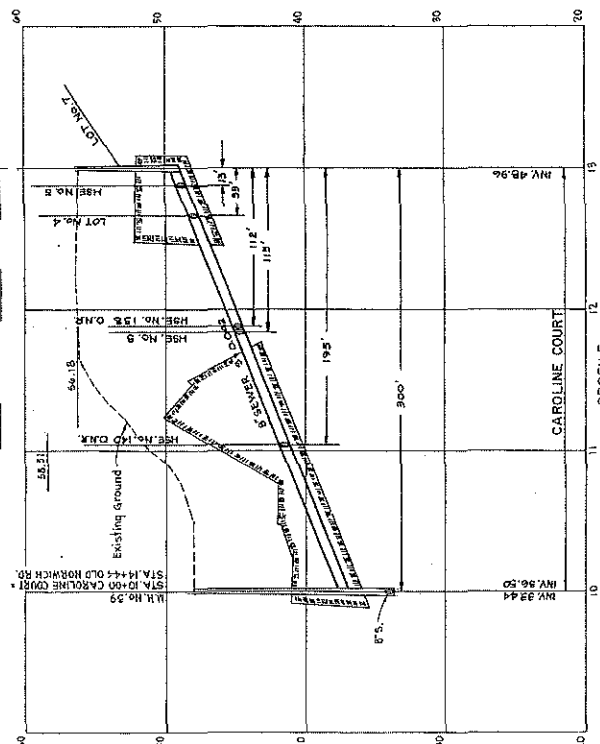
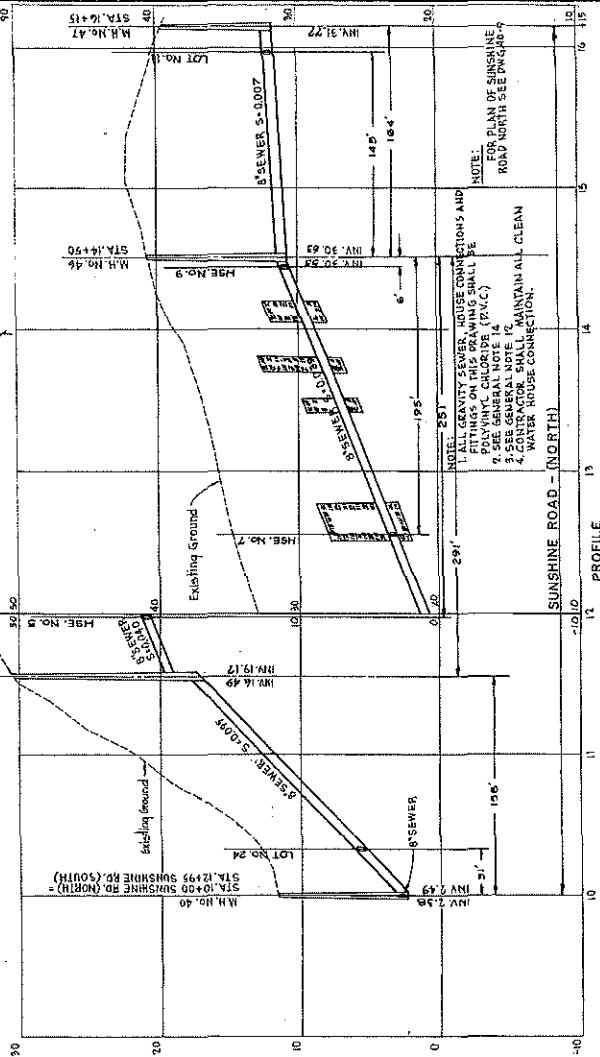
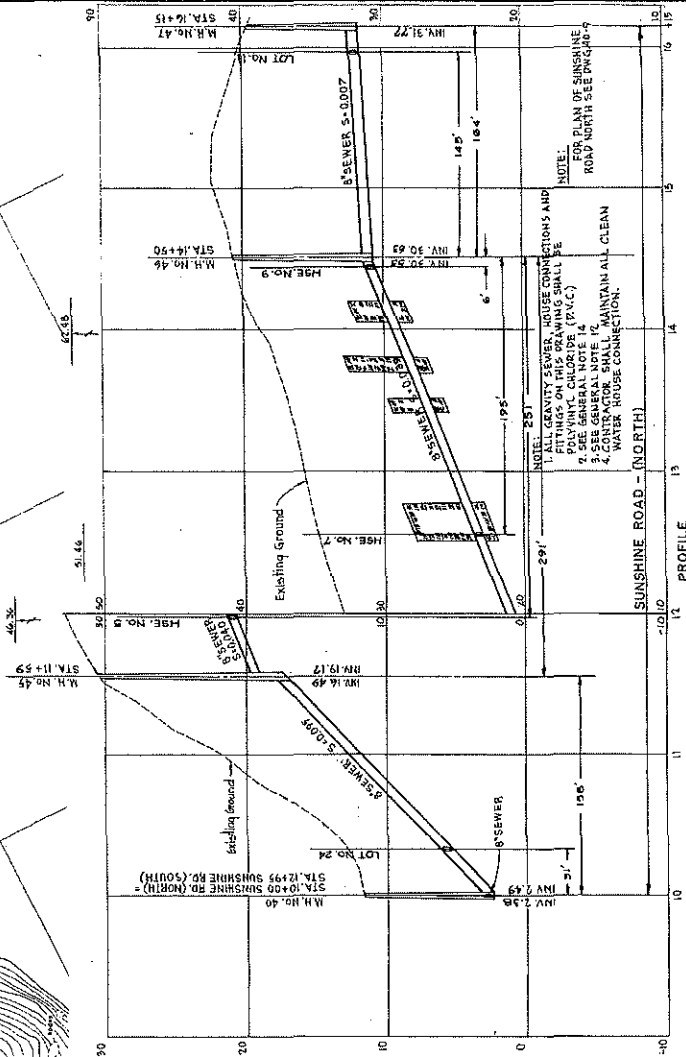
LEGEND

- PROPERTY LINE
- EASEMENT LINE
- STONE WALL
- BOUNDARY MONUMENT
- IRON PIN FOUND
- UTILITY POLE
- EX. SANITARY SEWER MH
- EX. SANITARY SEWER LINE
- EX. SANITARY SEWER LATERAL
- EX. STORM DRAIN MH
- EX. STORM DRAIN LINE
- EX. STORM DRAIN PIPE
- WATER METER
- WATER SHUT OFF

- NOTES:
1. UNDERGROUND UTILITY, STRUCTURE AND FACILITY LOCATIONS DEPICTED AND NOTED HEREIN HAVE BEEN OBTAINED IN PART FROM OCCUPANT ADVANCES. THESE LOCATIONS MUST BE CONSIDERED AS APPROXIMATE IN NATURE. THE TOWN OF WATERFORD, CONNECTICUT, RECORDS OF THE TOWN OF WATERFORD, CONNECTICUT, 1983. THE RECORDS SHOW THE LOCATION OF CAROLINE COURT AND OLD NORWICH ROAD. THE RECORDS ARE A PART OF THE RECORDS OF THE TOWN OF WATERFORD, CONNECTICUT.



HALEY WARD
STATE OF CONNECTICUT
NO. 12345
JULY 12, 2023
HALEY WARD
STATE OF CONNECTICUT
NO. 12345



DATE	JUL 26	TIME	10:15 AM
DESIGNED BY	WEGMAN	WIND	14
CHECKED BY	WEGMAN	DATE	MARCH 1969
APPROVED BY	WEGMAN		



Hayden | Wegman
CONSULTING ENGINEERS

WATER POLLUTION CONTROL AUTHORITY

WATERFORD CONNECTICUT

SEWAGE WORKS CONSTRUCTION PROGRAM

BOOSTER

WEST WATERFORD

CONSTRUCTION CONTRACT 40

QUAKER HILL AREA LATERAL SEWERS

PLAN AND PROFILE

CAROLINE COURT

SUNSHINE RD-NORTH(PROFILE)

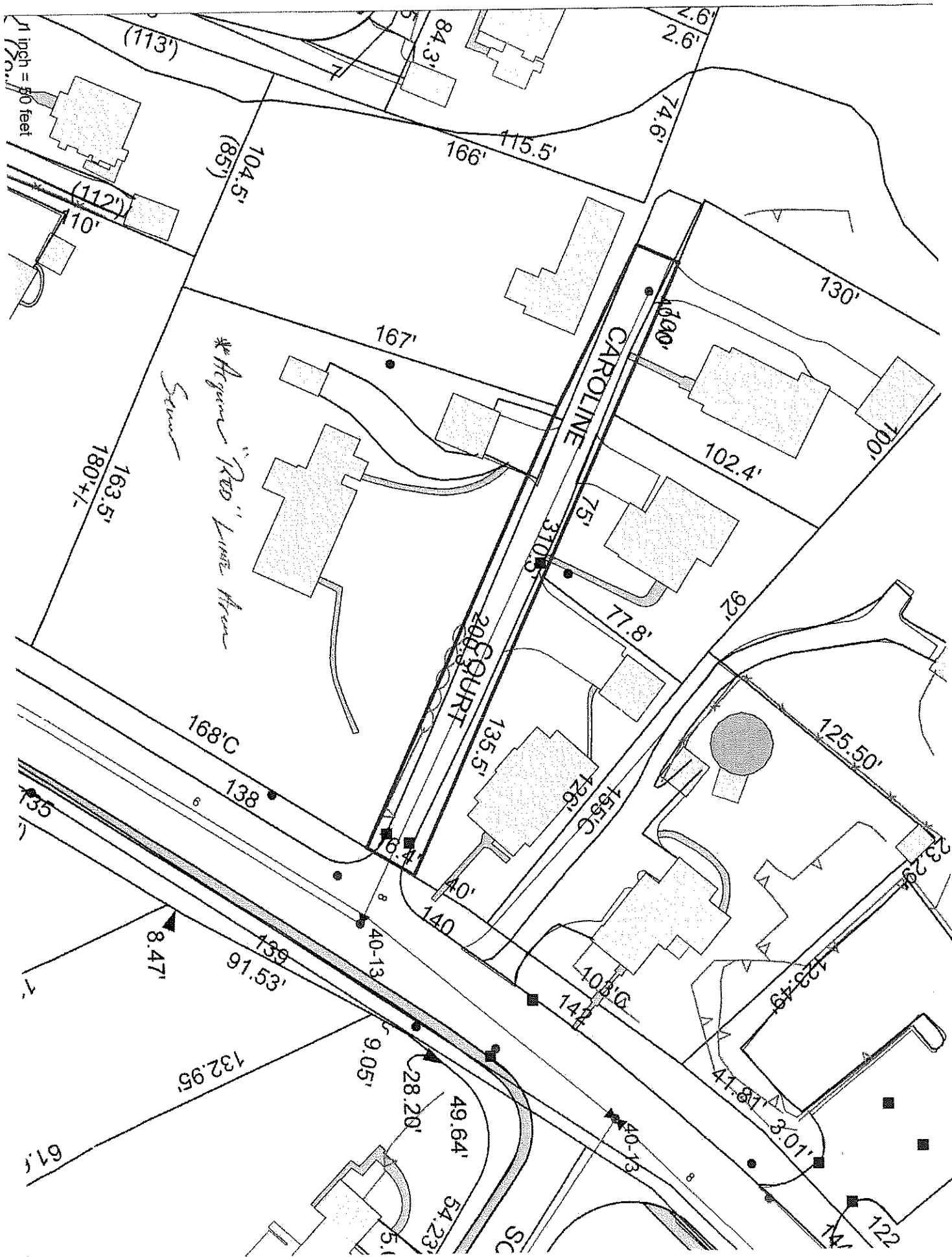
STA 10+00 TO STA 13+00

STA 10+00 TO STA 16+15

40-10

REVISION #1

DATE 06/02



2004/21 | Newsletter

1800

∴ Property is true

CANADA 1337

Page 10 of 20

Address 7 CASOLINE COURT

LOS ANGELES 2 / 1 PM

CONCLUSIONS

... ..

1

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444 370 000

Appendix B: Bibliography

Accessories Fifth Feature 5000

Assessed Outbuilding £0.03

Zone Description text

BookPage 12143245

Sale Price \$170500.00

Sale Date 12/9/2011

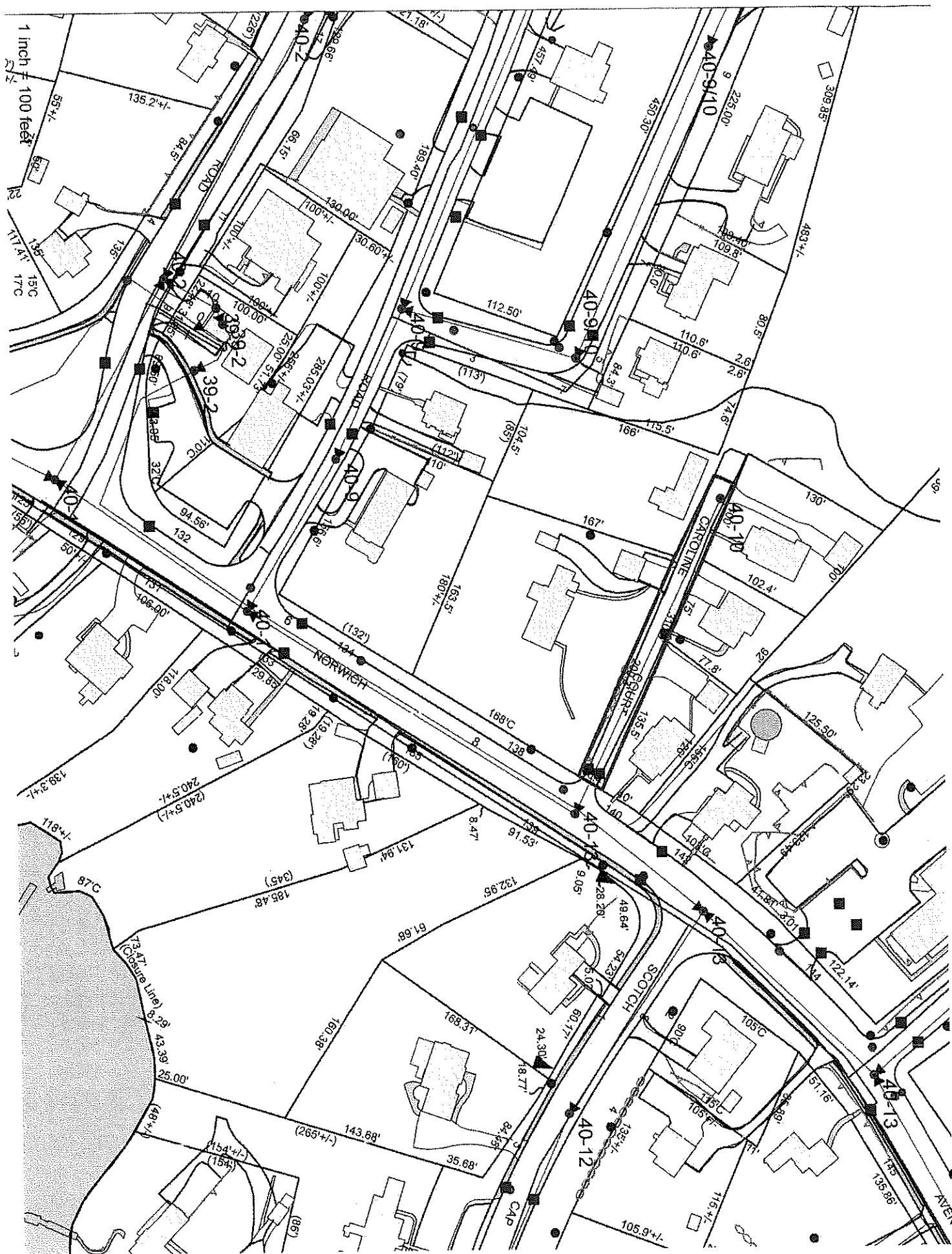
CHINA SITE CHINA STEP
CHINA SITE CHINA STEP

Bullfinch Photo with its

Abstract

[illegible]

10/26/22



two certain tracts of land situated in the Town of Waterford, County of New London, and State of Connecticut, with the buildings and all other improvements thereon, known as No. 3 Caroline Court, bounded and described as follows:

First Tract: Being located northwest of the Old Norwich Road in said Town of Waterford at Quaker Hill and commencing at the southwest corner of the within described premises at its intersection with land of Frederick Howard and Wanda Howard and Caroline Court; thence running northwesterly by and along said proposed road 100 feet to land of the "Second Tract" hereinafter described; thence running northeasterly by and along said land of the "Second Tract" 130 feet to land of Alice M. Alexander; thence running southeasterly by and along said Alexander land 100 feet to said land of Howard; thence running southwesterly by and along said Howard land 102.4 feet to said Caroline Court and the point of beginning.

Being the same premises conveyed to Isabel D. Green and Kelly Green by Kenneth W. Terry and Grace E. Terry by Warranty Deed dated October 26, 1956, and recorded in Volume 114, Page 34, of the Waterford Land Records.

Second Tract: Being situated in said Town of Waterford at Quaker Hill on the Old Norwich Road and commencing at the southeast corner of the premises herein described at its intersection with Old Norwich Road and land of Alfred Kent Bitters; thence running northwesterly in a straight line along said Bitters land and along land of Frederick Howard and Wanda Howard and along land of the "First Tract" hereinabove described, partly by each, in all 310.3 feet to an iron pipe at the northwest corner of the said "First Tract"; thence running northeasterly in a straight line along the said "First Tract" 130 feet to an iron pipe and land of Alice M. Alexander; thence running northwesterly along a fence and said Alexander land 335 feet more or less to a drill hole in a ledge and land formerly of Cassie S. Hardwick; thence running westerly along said Hardwick land and a fence 360 feet to a fence and land of Douglas Abbott and Agnes Abbott; thence running southeasterly along said Abbott land, along land of Paul F. Laubenstein and Sarah L. Laubenstein, and along land of Earle R. Edgecomb and Louise I. Edgecomb, partly by each, in the line of a fence and a stonewall in all 483 feet more or less to the end of the stonewall; thence running southwesterly along said Edgecomb land and in part along Sunshine Road and along the line of a fence 166 feet to a merestone and land of Peter S. Kaika and Bertha Kaika; thence running southeasterly along said Kaika land and along land of Ethel E. Scholfield, partly by each, in the line of a fence 104.5 feet to a drill mark and land of Clifford Boggis and Molly Boggis; thence running northeasterly in a straight line along said Boggis land 167 feet to a drill mark at the northeast corner of said Boggis land; thence running southeasterly in a straight line along said Boggis land in part by a stonewall 200.3 feet to the said Old Norwich Road; thence running northeasterly by said road 16.4 feet to the point of beginning.

The aforesaid premises are shown on a plan entitled "Plan of Property at Quaker Hill On Norwich-New London Road Town of Waterford, Conn., Belonging to Heirs of Caroline A. Bitters Scale 1"=50' Aug. 1949."

Being the same premises conveyed to Kelly Green and Isabel D. Green by Charles F. Bitters, Alfred J. Bitters, and Louis H. Bitters by Warranty Deed dated December 19, 1966, and recorded in Volume 166, Page 85, of the Waterford Land Records.

Subject to right of way as exists over the premises. Subject to an easement to Connecticut Power Company recorded in Volume 76, Page 209, of the Waterford Land Records.

Together with and subject to Agreements Regarding Easements for Water Pipes at Vol. 972, Pg. 158; Vol. 972, Pg 163 and Vol. 972 Pg. 167.

RECEIVED FOR RECORD
Dec 09, 2011 08:21A
ROBERT M. NYE
TOWN CLERK
WATERFORD, CT

CURRENT OWNER		TOPO		UTILITIES		STRT/ROAD		LOCATION		CURRENT ASSESSMENT		ASSESSED	
RENZONI JARED C	5 CAROLINE COURT	0 Clear	011B 0055	6 Well	3 Sewer	1 Paved	2 Suburban	RES LAND DWELLING	RES OUTBL	1-1	1-3	1-4	6152
QUAKER HILL CT 06375		011B 0055		490 Size		0.00		0.26		1-1		1-3	
ASKING pric		6936107		Lot Size		0.26		0.26		1-1		1-3	
Census Tr		0107100		Assoc Pic#						1-1		1-3	
GIS ID		0107100								1-1		1-3	
Alt Pcl ID		43		GRINDER						1-1		1-3	
District		011B 0055		Solar Pane						1-1		1-3	
Old Map/L		011B 0055		490 Size		0.00				1-1		1-3	
ADDRESS		011B 0055		Lot Size		0.26				1-1		1-3	
Census Tr		0107100		Assoc Pic#						1-1		1-3	
GIS ID		0107100								1-1		1-3	
RECORD OF OWNERSHIP RENZONI JARED C RENZONI CHARLES J JR & MARY KERCHER GERALD F EST KERCHER GERALD F													
EXEMPTIONS Year Code Description Amount Number Amount Comm Int 1223 0247 02-16-2012 U 1 135,000 01 1214 0240 12-09-2011 U 1 170,500 24 1203 0325 09-27-2011 U 1 0 0181 0084 12-29-1969 Q 1 0 00													
OTHER ASSESSMENTS Year Code Description Amount Number Amount Comm Int 0001 B Tracing Batch													
ASSESSING NEIGHBORHOOD Nbrd Name B Tracing Batch 0001 B Tracing Batch													
NOTES WHITE IG DEP=G 10FT RD													
APPRAISED VALUE SUMMARY Appraised Bldg. Value (Card) 143,240 Appraised Xf (B) Value (Bldg) 0 Appraised Ob (B) Value (Bldg) 6,850 Appraised Land Value (Bldg) 95,640 Special Land Value 0 Total Appraised Parcel Value 245,730 Valuation Method C													
VISIT/CHANGE HISTORY Date Id Type Is Cd Purpost/Result 07-19-2017 WD Field Review 09-13-2012 DM Field Review 03-27-2012 SBS Callback - 3rd attempt 03-27-2012 SBS Exterior Inspection Only 05-16-2001 JR Callback - 2nd attempt 05-16-2001 JR Prior Inspection													
LAND LINE VALUATION SECTION B Use Code Description Zone Land Type Land Units Unit Price Size Adj Site Index Cond. Nbrhd. Adj Nbhd. Adj 1 101 Res Dwelling VR-1 0.2601 AC 120,750.00 2.76923 5 1.00 400 1.100 Total Card Land Units 0.26 AC Parcel Total Land Area 0.26													
PREVIOUS ASSESSMENTS (HISTORY) Year Code Assessed V Year Code Assessed V 2020 1-1 47,630 4000 1-1 47,630 2021 1-3 74,380 1-3 74,380 2022 1-4 4,660 1-4 4,660 Total 126,670 Total 126,670													
VISION 6152 WATERFORD, CT													

[illegible]

#5

FINANCE DEPARTMENT

Memo

July 15, 2024

Mr. Rob Brule
First Selectman
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

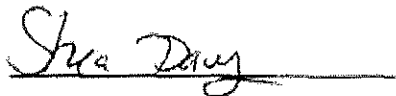
Re: Cooperative Purchasing-Treated Road Salt

Dear Mr. Brule:

In keeping with Section 3.08.010 of the Purchasing Ordinance- Cooperative Purchasing, the Purchasing Department, on behalf the Public Works Department, after due diligence and careful consideration, is respectfully seeking the Board's approval to Award the contract for the supply of Treated Road Salt to Chemical Equipment Labs of DE, Inc. for \$185,340.00 in accordance with CRCOG contract 765.

Funds will be available from Line Item 10130-55010 Town Aid Roads Improved.

Sincerely,



Shea Davy
Purchasing Agent,
Town of Waterford

INTER-OFFICE MEMORANDUM

TOWN OF WATERFORD

To: Shea Davy, Purchasing Agent

From: Gary J. Schneider, Director of Public Works



Date: July 15, 2024

Re: Treated Road Salt Bid Award

Bids were received for treated road salt through CROCG. The apparent low bidder for our area/district is Chemical Equipment Labs at \$92.67/ton. Public Works has no issues with this vendor.

Public Works requests this award to be on the next available Board of Selectman agenda.



CAPITOL REGION PURCHASING COUNCIL

INVITATION FOR BID #765

TREATED ROAD SALT FOR WINTER ROAD MAINTENANCE

<u>Issue Date:</u>	<u>As listed on crcog.bonfirehub.com</u>
<u>Deadline for Questions:</u>	<u>As listed on crcog.bonfirehub.com</u>
<u>Response Deadline:</u>	<u>As listed on crcog.bonfirehub.com</u>
<u>Response Location:</u>	<u>crcog.bonfirehub.com</u>

CAPITOL REGION PURCHASING COUNCIL
INVITATION FOR BID
TREATED ROAD SALT FOR WINTER ROAD MAINTENANCE

I. BID SPECIFICATIONS

SCOPE:

The intent of this bidding effort is to secure qualified suppliers of treated road salt for winter road maintenance. The desired product shall include a mixture of Sodium Chloride (road salt) treated with Liquid Magnesium Chloride or Liquid Calcium Chloride and Organic Based Performance Enhancer (LMC/LCC/OBPE). The liquid treatment is intended to enhance the performance of the road salt by reducing corrosiveness, improving low temperature performance, reducing bounce and scatter, preventing clumping, salt pile freezing and enhancing flowability.

Note: The awarded vendor(s) must have product available to fulfill all orders for deliveries between July 1, 2024 and June 30, 2025.

ESTIMATED QUANTITIES

The quantities as listed herein are estimates only and have been provided for the purpose of competitive bidding. Actual quantities will be contingent upon the total number of communities that decide to make an award off of this bid (as participation is voluntary), the needs of the using departments in the various Council members (based on weather) and satisfaction with product performance when piloted by participating Council members.

Participating Council members as listed herein will issue purchase orders in the tonnage amount of 100% of their initial estimated annual quantities. Each Council member will guarantee a minimum 50% purchase of their initial estimated annual quantity during the term of the contract. Responding vendors will guarantee 150% of the estimated annual quantity during the term of the contract.

PIGGYBACKING

There is no piggybacking on this bid.

OFF SEASON ORDER DISCOUNT

For the purposes of this bid, the winter season shall be defined as beginning October 1, 2024 and ending April 15, 2025. Vendors are asked to provide pricing per ton for off-season orders as well as pricing per ton for in-season orders.

BIDDER PERFORMANCE/LIABILITY FOR DELIVERY FAILURES

Failure of any successful bidder to adhere to specifications, prices, terms or conditions of their agreement during the course of the contract period may preclude such bidder from bidding on future CRPC bids in addition to any action that Council members may take as a result of the vendor's failure to perform. It should be noted that the awarded vendor shall assume full responsibility for the negligence of any sub-contractor(s) utilized to fulfill any and all obligations under resulting contracts.

If delivery is not made within the allotted time frame and costs are incurred to obtain de-icing materials from an alternative source the contractor shall be held liable for those costs. In addition, any quantity of material purchased from an additional source due to lack of performance by the vendor shall have the quantity (if requested by the Town) deducted from the guaranteed amount submitted from the vendor.

SPECIFICATIONS:

Salt: Road salt shall conform to the "Specification for Road Salt- Sodium Chloride, REFERENCE FILE NO. 139R, Issued July 7, 1955, Revised June 1, 1998" by the Connecticut Department of Transportation, Bureau of Engineering and Highway Operations.

Bidder shall state what anti-caking agent or agents are used in the road salt on the Bid Information Sheet provided.

Liquid Magnesium Chloride/Liquid Calcium Chloride/Organic Based Performance Enhancer (LMC/OBPE):

Material used for this component of the finished product shall be a blend of liquid magnesium chloride or liquid calcium chloride and OBPE sufficient to allow the material to meet the specification requirements and performance criterion listed below.

Bids may not be accepted on any product that contains constituents in excess of the following established total concentration limits as tested in accordance with generally accepted industry standard analytic procedures. Results are stated as Parts Per Million (ppm). If the product exceeds any of the following concentrations then the bidder shall identify the exception(s) and explain any mitigating circumstances. CRPC members reserve the right to evaluate these exceptions and make a determination of product eligibility based on their best interests.

Phosphorus	250.00 ppm	Chromium	0.50 ppm
Cyanide	0.20 ppm	Cadmium	0.20 ppm
Arsenic	5.00 ppm	Barium	10.00 ppm
Copper	4.00 ppm	Selenium	5.00 ppm
Lead	1.00 ppm	Zinc	10.00 ppm
Mercury	0.05 ppm		

The pH of the submitted liquid chemical products shall be 3.2 – 9.0. The pH limit of the liquid chemical products may be waived by CRPC members. CRPC members' decisions to waive the pH requirement shall be in their best interests and shall be final.

The material shall contain a minimum of 13.0% $MgCl_2$ by weight.

The material shall contain sufficient OBPE to produce a final material having a eutectic (freezing) point of -20°F or lower.

Bidder shall provide a table showing the Freezing Point vs. Specific Gravity for varying dilutions of product in water, starting at 5% and continuing up to and including the percentage needed to reach the eutectic (freezing) point.

A 3% solution of the product shall have a corrosion value of at least 70% less than that of a 3% solution of sodium chloride (determined by NACE (National Association of Corrosion Engineers) Standard TM-01-69 as modified by PNS (Pacific Northwest Snowfighters).

This chemical product shall not contain greater than 4.0% (V/V) Total Settleable Solids after being stored at 0 degrees F for 168 hours. If any solids are observed, 99% of those solids must mass through a #10 sieve.

An independent certified analysis conducted within the last three years, showing compliance with all of the above requirements, must be submitted with the bid along with an intended use statement for the product. Exceptions to these requirements must be stated and CRPC members reserve the right to reject the product.

Mixing the Salt and Liquid Magnesium Chloride/Liquid Calcium Chloride/OBPE

The salt and magnesium chloride or salt and calcium chloride/OBPE shall be mixed as described in this section to produce the finished product.

CRPC members reserve the right to take samples from the contractor's stockpile or transfer point before the salt is mixed with the LMC/LCC/OBPE. Samples of both the salt and the LMC/OBPE may be taken.

The contractor will thoroughly mix a minimum of 8 gallons of LMC/LCC/OBPE per ton of salt. The contractor shall ensure a consistent thorough mix (e.g. spray system, pug mill, conveyor) so there is maximum coverage of the liquid on the salt crystals (loader mixing and stockpile injection methods are not acceptable) and will specify the mix method on the bid.

Trucks must be weighed on a certified scale with printout after loading the final product and prior to delivery. The weight ticket shall contain the net weight of the final product and the stockpile source. The certification must bear the weighmaster's signature. Handwritten weights are not acceptable. All shipments of the product shall be accompanied by a ticket indicating the amount of LMC/LCC/OBPE mixed in with the finished product. This amount will be indicated on the tickets in gallons and may be machine printed or handwritten.

Final Product: Road Salt treated with Liquid Magnesium Chloride/Liquid Calcium Chloride/OBPE

The delivered product shall be uniform in appearance, free flowing and free from visual evidence of foreign matter including but not limited to dirt, stone, trash or any other material that could be reasonably expected to interfere with the use, handling or storage of the material.

The properly stored product (covered or inside storage) shall be uniform and free flowing in a manner consistent with its intended use and shall show no objectionable clumping or caking. The product shall show no indication of objectionable leaching or separation of components to the extent that such condition produces adverse effects in the handling or usage of the product or routine maintenance of the storage facility.

The finished product shall not be less than 91.2% sodium chloride determined as follows: Apparent total % sodium chloride shall be determined in accordance with ASTM-D-632. Magnesium and calcium content shall be determined in accordance with ASTM E-534 and computed as % magnesium chloride and % calcium chloride, respectively. % sodium chloride shall then be computed as follows:

$$\% \text{ sodium chloride} = \% \text{ apparent sodium chloride} - (\% \text{ magnesium chloride} + \% \text{ calcium chloride})$$

Moisture content shall not exceed 4.8% when determined as follows and in accordance with procedures of the AWWA B200-88, Section 4.3:

$$\% \text{ moisture} = (W_1 - W_2) / (W_1 \times 100) \quad \text{where:}$$

W_1 = initial weight of sample

W_2 = weight of sample after drying to a constant weight at 110°C +/- 5°C

Sampling shall be done in accordance with current ASTM D-632. The treated salt may be rejected if it fails to conform to any of the requirements of this specification.

If the moisture content of the treated salt is found to be above 5.3%, a deduction for moisture content will be made from the delivered bid price based on the following formula:

$$\text{Reduced price per ton} = \text{delivered contract price/ton} \times (1.106 - 2x)$$

where: x = moisture content of sample (expressed as the decimal equivalent of the percentage of the original sample weight to the nearest 1%)

A non-complying product price deduction will not be assessed unless the proper analysis and test procedures are followed. If the contractor consistently delivers salt found to be above 2% moisture content, the contract shall be subject to cancellation either in whole or in part.

Calculations performed relative to this specification shall be made using the rounding off method of "ASTM Recommended Practice E-29 for Designating Significant Places in Specified Limiting Values".

MATERIAL SAFETY DATA SHEETS:

Awarded vendors will be required to provide CRPC staff and participating members appropriate Material Safety Data Sheets within 20 days after award or upon first delivery, whichever occurs first.

PRODUCT EFFICACY:

Respondents are asked to supply literature and any available test results with their bid to demonstrate the offered product's ability to reduce corrosiveness, improve low temperature performance, reduce bounce and scatter, prevent clumping and enhance flowability when mixed with road salt. In addition, if the product bid is a new formulation for this year, respondents are asked to: note this fact as part of their response, highlight the changes made to the new version, and identify how the new product compares to the previous version.

ROAD SALT SUPPLY GUARANTEE:

Bidders must provide written certification from their road salt producer/supplier guaranteeing that the bidder has access to a sufficient amount of road salt product to supply the needs of the participants for the entire term of the contract. Bidders are expected to provide up to 150% of a Council member's initial estimated annual quantity. This information must be provided as part of the bid submission.

NON-STAINING GUARANTEE:

Bidders must provide documentation as part of their bid response demonstrating that their product will not stain local property if it contains a dye.

ENVIRONMENTAL CONSIDERATIONS AND ANTI-FRACKING MATERIAL ORDINANCES:

Bidder must provide documentation as part of their bid response demonstrating that their product is ecologically safe and is in compliance with applicable CT Department of Environmental Protection and US Environmental Protection Agency regulations.

A number of Council members have anti-fracking material ordinances and will require vendors to submit a letter certifying that the product does not contain any materials obtained through fracking.

DELIVERY:

Scheduling of deliveries is of the utmost importance. The vendor must strictly adhere to delivery schedules set between it and CRPC members.

Trucks delivering the product shall have the entire cargo area completely covered by a waterproof tarpaulin or similar sheeting material to protect the material, prevent spillage and meet all environmental regulations. Torn or ripped covers may be a cause for rejection of the shipment.

Delivery will commence within 48 hours after confirmation of order by an authorized CRPC member representative, Monday through Friday between the hours of 7:30 a.m. and 3:30 p.m. An order that is not completed within 5 days after commencement of delivery, or completed within the schedule set between an authorized CRPC member representative and the vendor, shall be deemed incomplete and may begin accruing penalties described below.

During periods of repeated storm activity, or when the supply is considered critical by the participating entity, deliveries occurring outside of the normal business hours may be required.

If delivery is not made in the timeframe specified, a deduction from the price shall be made based on the actual costs incurred as a result of the late/non-delivery. Cost incurred shall include, but are not limited to the following:

- Increased personnel costs due to demurrage.
- Increased costs incurred for treatment of salt on hand to extend usage.
- Costs for clean-up after required application of a "treated" salt product (i.e. salt mixed with sand).

Members may enforce penalties by withholding payment or a portion of payment until the delivery is completed.

All deliveries shall comply in every aspect with all applicable Federal and State laws.

SPILLAGE

Any spillage at the time of delivery will be the responsibility of the vendor and any costs to repair resultant damages or any penalties assessed against a Council member because of pollution resulting from such spillage shall be borne by the vendor.

PRICING:

Bidders shall submit net unit prices, DELIVERED per ton, as specified on the bid proposal sheets. Said unit prices shall include freight or transportation rates in effect on the date of bid submission. All delivered material will be F.O.B. DESTINATION to any municipal location within the respective CT Department of Transportation Maintenance and Construction District, as outlined on the attached map (Exhibit II).

All prices submitted shall apply throughout the term of the contract, and shall be deemed all-inclusive (i.e. including fuel costs, etc.). The Capitol Region Purchasing Council strictly prohibits the unilateral imposition of additional surcharges on the participating communities at any point during the contract period.

By member request, we are asking for alternate pricing for the Treated Road Salt product if it is picked up by a member town. These prices shall not include freight or transportation rates.

EXPERIENCE:

Each respondent is required to submit satisfactory evidence as part of their bid proposal demonstrating their experience supplying treated road salt to local or state governments/agencies. Accordingly, a list of at least four (4) municipalities/state agencies where the product bid has been delivered during the past two (2) years shall be furnished, including contact persons and phone numbers. (See the attached Bid Information Questionnaire.) Note: Connecticut-based references are preferred.

II. STANDARD BID AND RFP TERMS AND CONDITIONS

PURCHASING COUNCIL PURPOSE

The Capitol Region Purchasing Council ("CRPC") is a purchasing cooperative, acting under the auspices of the Capitol Region Council of Governments ("CRCOG"), which attempts to provide volume-based discounts to its Member Agency base through various cooperative procurement initiatives. To date, some 135 towns, boards of education and agencies across the State (38 of which are located in the Greater Hartford area) are eligible to take advantage of the Council's services.

BID FORMS/SUBMISSION OF BIDS

The CRPC uses Bonfire for the notification and dissemination of all solicitations. The receipt of solicitations through any other company may result in your receipt of incomplete specifications and/or addenda which could ultimately render your bid non-compliant. The CRPC accepts no responsibility for the receipt and/or notification of solicitations through any other company.

No oral, telegraphic or telephonic submittal will be accepted. IFB's, RFP's, RFQ's and RFI's shall be submitted in electronic format via **Bonfire**. All Invitations For Bid (IFB), Requests For Proposals (RFP), Requests For Quotes (RFQ), Requests For Information (RFI) submitted electronically via **Bonfire** shall remain locked until official date and time of opening as stated in the Special Terms and Conditions of the IFB, RFP, RFQ and/or RFI. A formal, in-person bid opening will not be held.

QUESTIONS

Inquiries should be directed through the **Bonfire** messaging application.

No oral interpretations shall be made to any respondent as to the meaning of any of the bid documents. *Every request for an interpretation shall be made in writing and posted to the Bonfire online system.* To receive consideration, such questions must be received according to the date posted on the **Bonfire** online system.

The CRPC staff will arrange as addenda, which shall be made a part of this Invitation for Bid and any resulting contracts, all questions received as above provided and the decisions regarding each. At least three (3) days prior to the receipt of bid proposals, the CRPC staff will **post a copy of any addenda in Bonfire**. In special cases, the CRPC staff reserves the right to post clarifying information in the form of an addendum outside of the aforementioned timeline. It shall be the responsibility of each respondent to determine whether any addenda have been issued and if so, *to download copies directly from the Bonfire website.*

EXCEPTIONS TO SPECIFICATIONS

Vendors are directed to make sure that they understand the terms and conditions as specified in this Invitation for Bid. Unless exceptions to any of the terms and conditions, including pricing, are specified as part of the bid response, it will be expected that all terms and conditions expressed herein are acceptable and shall govern resulting contracts. **Any variance from specifications, including product substitutes (as well as replacements for discontinued items) and pricing units (pounds, 50 lb bags vs. 100 lb bags, etc.) must be clearly noted in the vendor's bid response.**

SUBSTITUTION FOR NAMED BRANDS

Should brand name items appear in this bid, the bidder must make available specifications on any substitutions, and explain how the substitution compares with the named brand's specifications.

BID AWARD

A bid award, in the form of a purchase order issued to a participating vendor, shall be made by each respective Member Agency to the lowest responsible bidder(s). The lowest responsible bidder is that person or firm whose bid to perform the work is lowest, who is qualified and competent to do the work, whose past performance of work is satisfactory to the Member Agency and whose bid documents comply with the procedural requirements stated herein. The award process may also include additional considerations such as the information provided on

the bid forms and the bidder's perceived ability to fulfill his/her obligations as prescribed by these specifications. Each bidder must be prepared to show evidence of having satisfactorily carried out a similar contract, as inability to do so may be cause for rejection.

CONTRACT EXTENSION

Contracts may be extended by mutual agreement of the parties – for bids with a one year contract period, a one year extension will be permitted if there is mutual agreement; for bids with a two year contract period, a two year contract extension will be permitted if there is mutual agreement. All extensions shall be completed before the next bid invitation is issued. A schedule of bid invitations and openings is posted on the CRPC website.

ESTIMATED QUANTITIES

The quantities as listed herein are estimates only and have been provided for the purpose of competitive bidding. Actual quantities will be contingent upon the total number of Member Agencies that decide to make an award from this bid (as participation is voluntary) and the needs of the using departments in the various Member Agencies.

INCLUSION OF NON-PARTICIPATING TOWNS AND BOARDS OF EDUCATION

Any Member Agency, current or future, within the CRPC shall be allowed to participate in this bid during the life of the contract, even if it is not listed amongst the bid participants.

WITHDRAWAL OF BIDS

No bid submitted may be withdrawn, in whole or in part, without the written consent of the CRPC.

REJECTION AND/OR CANCELLATION OF BIDS

The CRPC reserves the right to reject or cancel any and all bids, or any part of any or all bids, if such action is deemed to be in its best interest to do so.

RIGHT TO WAIVE ANY INFORMALITY

The cooperating Member Agencies reserve the right to waive any informality in a bid when such a waiver is in their best interest.

BID PRICES

All prices bid must be on the basis of F.O.B. delivery point, unloaded inside, unless otherwise indicated in the proposal. A bid on any other basis than that indicated in the proposal may be considered informal. Note: CRPC strictly prohibits the unilateral imposition of additional surcharges (fuel, delivery, etc.) on the participating communities at any point during the contract period. Prices bid shall apply throughout the term of the contract and will be construed as all-inclusive.

TAXES

Member Agencies are exempt from the payment of any sales, excise or federal transportation taxes. The prices bid, whether a net unit price or a trade discount from catalog list prices, must be exclusive of taxes and will be so construed.

BILLING

Billing shall be made to each bid participant according to the terms set forth on each purchase order.

1% ADMINISTRATIVE FEE

The Capitol Region Council of Governments uses Bonfire to distribute and receive bids and proposals. Responding vendors agree to pay to the CRCOG an administrative fee of one percent (1%) of the total ordered amount of all contracts for goods and/or services awarded to the vendor. This fee shall be submitted by the vendor to CRCOG on a quarterly basis along with a report on awards made by Member Agencies and purchase orders issued by CRPC members to vendors. The fee shall be payable for all CRPC bids unless specifically exempted by the CRPC.

The fee and report shall be submitted as a check to made to the order of "Capitol Region Council of Governments" and mailed to:

Capitol Region Council of Governments
Attn: Kim Bona
350 Church St, Floor 3
Hartford, CT 06103

REPORTING REQUIREMENTS

All orders placed on CRPC bids shall be reported to the Capitol Region Council of Governments on a monthly or quarterly basis. Vendors are responsible for submitting purchase orders to the CRCOG via email to kbona@crcog.org.

FAILURE TO COMPLY

All awarded vendors must comply with the 1% Administrative Fee and Reporting Requirements outlined in the CRPC General Terms and Conditions. Failure to comply within 60 days of orders and/or awards by CRPC members may result in the vendor being restricted from participating in future bids.

DELIVERY ARRANGEMENTS AND REQUIREMENTS

No delivery shall become due or be acceptable without a written order issued by the Member Agency concerned. Such order will contain the quantity, time of delivery and other important data.

REFERENCES

Upon request, vendors shall supply the names of other customers (preferably municipalities) to interested Member Agencies.

BIDDER PERFORMANCE/LIABILITY FOR DELIVERY FAILURES

Failure of any successful bidder to adhere to specifications, prices, terms or conditions of their agreement during the course of the contract period may preclude such bidder from bidding on future CRPC bids in addition to any action that Member Agencies may take as a result of the vendor's failure to perform. It should be noted that the awarded vendor shall assume full responsibility for the negligence of any sub-contractor(s) utilized to fulfill any and all obligations under resulting contracts.

Moreover, if the contractor fails to make proper delivery within the time specified or if the delivery is rejected by the Member Agency, the Member Agency may obtain such commodities or any part thereof from other sources in the open market or on contract. Should the new price be greater than the contract price, the difference will be charged against the contractor. Should the new price be less, the contractor shall have no claim to the difference.

INSURANCE REQUIRED OF SUCCESSFUL BIDDERS

The Successful bidder shall furnish a certificate of insurance which includes the coverages and limits set forth below; identifies the Member Agency as an additional insured; and provides for at least ten (10) days prior notice to the Member Agency of cancellation or non-renewal. Coverage is to be provided on a primary, non-contributory basis:

- a. General Liability Insurance, including Contractual Liability Insurance and Products/Completed Operations Insurance issued by an insurance company licensed to conduct business in the State of Connecticut with: limits not less than \$1,000,000 for all damages because of bodily injury sustained by each person as the result of any occurrence and \$1,000,000 bodily injury aggregate per policy year; and limits of \$500,000 for all property damage aggregate per policy year or a limit of \$1,000,000 Combined Single Limit (CSL). A Waiver of Subrogation shall be provided. All, if any, deductibles are the sole responsibility of the contractor to pay and/or indemnify.
- b. Automobile Liability Insurance issued by an insurance company licensed to conduct business in the State of Connecticut with: limits not less than \$1,000,000 for all damages because of bodily injury sustained by each person as a result of any occurrence and \$1,000,000 aggregate per policy year; and limits of \$500,000 for all damages because of property damage sustained as the result of any one occurrence or \$1,000,000 Combined Single Limit (CSL). All, if any, deductibles are the sole responsibility of the contractor to pay and/or indemnify.
- c. Worker's Compensation Insurance in accordance with Connecticut State Statutes.

The insurance requirements listed above are minimum requirements for successful bidders. Awarding agencies may require higher insurance limits.

FOR THE TOWN OF WEST HARTFORD ONLY

Please see the Attachment concerning the town's insurance requirements.

FUTURE BID INVITATIONS

Future bid invitations may not be sent to vendors who do not bid on this invitation, unless they specifically request that their names be continued on the invitation list.

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION

The CRPC, an affiliate of the CRCOG, subscribes to the CRCOG's policy of Equal Employment Opportunity and Affirmative Action, and pledges to lend its support and cooperation to private and public agencies who are promoting public policy in this vital area of human relations. Vendors will be required to sign the certificate incorporated in the bid document relative to Equal Employment Opportunity and Minority/Female Business Enterprise (if applicable).

SEVERABILITY

If any terms or provisions of this bid shall be found to be illegal or unenforceable, then such term or provision shall be deemed stricken and the remaining portions of this bid shall remain in full force and effect.

ADDITIONAL TERMS AND CONDITIONS

The Vendor assigns to CRCOG all rights title and interests in and to all causes of action it may have under Section 4 of the Clayton Act, 15 USC 15, or under Chapter 624 of the general statutes. This assignment occurs when the Contractor is awarded the contract.

Vendor agrees that it is in compliance with all applicable federal, state and local laws and regulations, including but not limited to Connecticut General Statutes Sections 4a-60 and 4a-60a. The Contractor also agrees that it will hold CRCOG harmless and indemnify CRCOG from any action which may arise out of any act by the contractor concerning lack of compliance with these laws and regulations. All purchases will be in compliance with Section 22a-194 to Section 22a-194g of the Connecticut General Statutes related to product packaging.

Resulting contracts are subject to the provisions of Executive Order N. Three of Governor Thomas J. Meskill promulgated February 15, 1973 and section 16 of P.A. 91-58 nondiscrimination regarding sexual orientation, and the provisions of Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999 regarding Violence in the Workplace Prevention Policy.

The contract arising from the bid may be subject to the provisions of §1-218 of the Connecticut General Statutes, as it may be modified from time to time. In accordance with this section, each contract in excess of two million five hundred thousand dollars between a public agency and a person for the performance of a governmental function shall (1) provide that the public agency is entitled to receive a copy of records and files related to the performance of the governmental function, and (2) indicate that such records and files are subject to the Freedom of Information Act and may be disclosed by the public agency pursuant to the Freedom of Information Act. No

request to inspect or copy such records or files shall be valid unless the request is made to the public agency in accordance with the Freedom of Information Act. Any complaint by a person who is denied the right to inspect or copy such records or files shall be brought to the Freedom of Information Commission in accordance with the provisions of sections 1-205 and 1-206 of the *Connecticut General Statutes*.

Incorporated by reference into this contract is Section 4-61dd(g)(1) and 4-61dd(3) and (f) of the *Connecticut General Statutes* which prohibits contractors from taking adverse action against employees who disclosed information to the Auditors of Public Accounts or the Attorney General.

#	Locked	Items	Selected	Lowest	Quantity	Unit Price	Total Cost	Appliance Salt	Cargill Incorporated - Salt Road Safety	Chemical Equipment Sales of DE, Inc.	Eastern Salt Company, Inc.	LEED SALT	Morton Salt, Inc.
								\$ 2,334.5	\$ 2,140.41	\$ 2,191.96	\$ 1,000.0	\$ 777.28	\$ 2,185.74
								0	0	0	0	0	0
								Vendor/Not Vendor/Price	Vendor/Not Vendor/Price	Unit Price	Vendor/Not Vendor/Price	Unit Price	Vendor/Not Vendor/Price
#1-1	FALSE	Region 1 Treated Road Salt - (lb) 5.0		\$ 90.35	17000	\$ 94	\$ 1,593.80	N/A	94 \$ 93.87	N/A	91.5 \$ 125	No Bid	90.35
#1-2	FALSE	Region 1 Treated Road Salt - (lb) 5.0		\$ 90.35	17000	\$ 94	\$ 1,593.80	N/A	94 \$ 99	N/A	92.35 \$ 125	No Bid	90.35
#1-3	FALSE	Region 1 Pick-Up Cost Per Ton (C) 5.0		\$ 90	17000	\$ 94	\$ 1,593.80	N/A	94 \$ 92	N/A	92.35 \$ 125	No Bid	90
#1-4	FALSE	Region 1 Pick-Up Cost Per Ton (C) 5.0		\$ 90	17000	\$ 94	\$ 1,593.80	N/A	94 \$ 95	N/A	92.35 \$ 125	No Bid	90
#2-1	FALSE	Region 2 Treated Road Salt - (lb) 5.0		\$ 91.42	15675	\$ 87	\$ 1,366.58	N/A	97 \$ 94.06	N/A	92.15 \$ 125	NA	91.42
#2-2	FALSE	Region 2 Treated Road Salt - (lb) 5.0		\$ 91.43	15675	\$ 87	\$ 1,366.59	N/A	97 \$ 99	N/A	92.15 \$ 125	NA	91.43
#2-3	FALSE	Region 2 Pick-Up Cost Per Ton (C) 5.0		\$ 90	15675	\$ 84	\$ 1,316.25	N/A	94 \$ 92	N/A	92.15 \$ 125	NA	90
#2-4	FALSE	Region 2 Pick-Up Cost Per Ton (C) 5.0		\$ 90	15675	\$ 84	\$ 1,316.25	N/A	94 \$ 95	N/A	92.15 \$ 125	NA	90
#3-1	FALSE	Region 3 Treated Road Salt - (lb) 5.0		\$ 92.67	20700	\$ 108	\$ 2,238.96	N/A	108 \$ 94.06	N/A	92.67 \$ 125	NA	92.67
#3-2	FALSE	Region 3 Treated Road Salt - (lb) 5.0		\$ 92.64	20700	\$ 108	\$ 2,238.96	N/A	108 \$ 99	N/A	92.67 \$ 125	NA	92.64
#3-3	FALSE	Region 3 Pick-Up Cost Per Ton (C) 5.0		\$ 90	20700	\$ 94	\$ 1,945.80	N/A	94 \$ 92	N/A	92.67 \$ 125	NA	90
#3-4	FALSE	Region 3 Pick-Up Cost Per Ton (C) 5.0		\$ 90	20700	\$ 94	\$ 1,945.80	N/A	94 \$ 95	N/A	92.67 \$ 125	NA	90
#4-1	FALSE	Region 4 Treated Road Salt - (lb) 5.0		\$ 91.49	31150	\$ 97.5	\$ 3,038.25	N/A	97.5 \$ 94.06	N/A	91.49 \$ 125	NA	91.49
#4-2	FALSE	Region 4 Treated Road Salt - (lb) 5.0		\$ 91.48	31150	\$ 97.5	\$ 3,038.25	N/A	97.5 \$ 99	N/A	91.49 \$ 125	NA	91.48
#4-3	FALSE	Region 4 Pick-Up Cost Per Ton (C) 5.0		\$ 90	31150	\$ 94	\$ 2,928.90	N/A	94 \$ 92	N/A	91.49 \$ 125	NA	90
#4-4	FALSE	Region 4 Pick-Up Cost Per Ton (C) 5.0		\$ 90	31150	\$ 94	\$ 2,928.90	N/A	94 \$ 95	N/A	91.49 \$ 125	NA	90
#5-1	FALSE	Region 5 Treated Road Salt - (lb) 5.0		\$ 88.82	28200	\$ 98	\$ 2,756.40	N/A	98 \$ 94.06	N/A	88.82 \$ 125	NA	88.82
#5-2	FALSE	Region 5 Treated Road Salt - (lb) 5.0		\$ 88.87	28200	\$ 98	\$ 2,756.40	N/A	98 \$ 99	N/A	88.82 \$ 125	NA	88.87
#5-3	FALSE	Region 5 Pick-Up Cost Per Ton (C) 5.0		\$ 88.82	28200	\$ 94	\$ 2,658.96	N/A	94 \$ 92	N/A	88.82 \$ 125	NA	88.82
#5-4	FALSE	Region 5 Pick-Up Cost Per Ton (C) 5.0		\$ 88.87	28200	\$ 94	\$ 2,658.96	N/A	94 \$ 95	N/A	88.82 \$ 125	NA	88.87
#6-1	FALSE	Region 6 Treated Road Salt - (lb) 5.0		\$ 89.93	17400	\$ 96.75	\$ 1,680.75	N/A	96.75 \$ 94.06	N/A	89.93 \$ 125	NA	89.93
#6-2	FALSE	Region 6 Treated Road Salt - (lb) 5.0		\$ 89.92	17400	\$ 96.75	\$ 1,680.75	N/A	96.75 \$ 99	N/A	89.93 \$ 125	NA	89.92
#6-3	FALSE	Region 6 Pick-Up Cost Per Ton (C) 5.0		\$ 89.93	17400	\$ 94	\$ 1,635.30	N/A	94 \$ 92	N/A	89.93 \$ 125	NA	89.93
#6-4	FALSE	Region 6 Pick-Up Cost Per Ton (C) 5.0		\$ 89.91	17400	\$ 94	\$ 1,635.30	N/A	94 \$ 95	N/A	89.93 \$ 125	NA	89.91



Analytical Laboratories, Inc.

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Phone (208) 342-5515

<http://www.analyticallaboratories.com>

Date Report Printed: 8/6/2019

Attn: HAROLD FINCH
ICE LESS, LLC
9 ARTIST VIEW LANE
PO BOX 793
BLAIRSTOWN, NJ 07825

Collected By:

Submitted By:

Source of Sample:

30/70

Time of Collection:

Date of Collection:

Date Received: 7/15/2019

Report Date: 8/6/2019

Field pH: Lab pH:

Field Temp: Temp Recd in Lab:

PWS:

Laboratory Analysis Report

Sample Number: 1934066

Test Requested	MCL	Analysis Result	Units	MDL	Method	Date Completed	Analyst
% Solid Passing #10 Sieve		> 99.0	%		PNS	7/23/2019	JH
100 percent passing the #10 sieve. Freezer temperature = 0 °F (-17.8 °C).							
Arsenic, As	< 1.0		mg/L	1.0	EPA 200.7	7/29/2019	JMS
Barium, Ba	11.7		mg/L	0.5	EPA 200.7	7/29/2019	JMS
Cadmium, Cd	< 0.05		mg/L	0.05	EPA 200.7	7/29/2019	JMS
Calcium Chloride	13.1		% wt		PNS	7/23/2019	JMS
Chromium, Cr	< 0.5		mg/L	0.5	EPA 200.7	7/29/2019	JMS
Copper, Cu	0.7		mg/L	0.1	EPA 200.7	7/29/2019	JMS
Corrosion Rate, 3 Day, TSI Coupons	3.2		%		NACE PNS	7/19/2019	JH
Freezer Settleable Solids	< 1.0		%	1.0	PNS	7/23/2019	JH
There was no visible settleable material in a dark brown one liter sample. There was no density layer felt at any level. Freezer temperature = 0 °F (-17.8 °C).							
Freezing Point Specific Gravity Chart	*				ASTM	8/5/2019	JD
Lead, Pb	< 0.5		mg/L	0.5	EPA 200.7	7/29/2019	JMS
Magnesium, Mg	0.72		% wt	0.01	EPA 200.7	7/18/2019	JMS
Mg as MgCl2 = 2.80 % wt							
Mercury, Hg	< 0.02		mg/L	0.02	EPA 245.1	7/16/2019	JD
Metals Digestion	*				EPA 3050	7/16/2019	JD

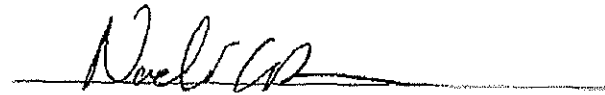
MCL = Maximum Contamination Level
MDL = Method/Minimum Detection Limit
UR = Unregulated

Laboratory Analysis Report

Sample Number: 1934066

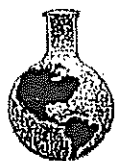
Test Requested	MCL	Analysis Result	Units	MDL	Method	Date Completed	Analyst
Potassium, K		0.67	% wt	0.01	EPA 200.7	7/18/2019	JMS
K as KCl = 1.28 % wt							
Selenium, Se	<	1.0	mg/L	1.0	EPA 200.7	7/29/2019	JMS
Specific Gravity		1.2609			ASTM D 1429	7/24/2019	JD
Zinc, Zn		2.0	mg/L	0.1	EPA 200.7	7/29/2019	JMS
Total Phosphate (as P)		49	mg/L	5	EPA 365.4	7/16/2019	DS
Chloride, Cl		13.3	% wt	1.0	EPA 300.0	7/19/2019	NC
Cyanide, Total	<	0.05	mg/L	0.05	EPA 335.4	8/2/2019	DS
pH, Deicer 1 + 4		4.6	S.U.		ASTM D1293	7/25/2019	TG

MCL = Maximum Contamination Level
MDL = Method/Minimum Detection Limit
UR = Unregulated



James Hibbs

Thank you for choosing Analytical Laboratories for your testing needs.
If you have any questions concerning this report,
please contact your client manager:



Analytical Laboratories, Inc.
1804 N. 33rd Street
Boise, Idaho 83703
Phone (208)342-5515

ICE LESS, LLC

Source: 30/70

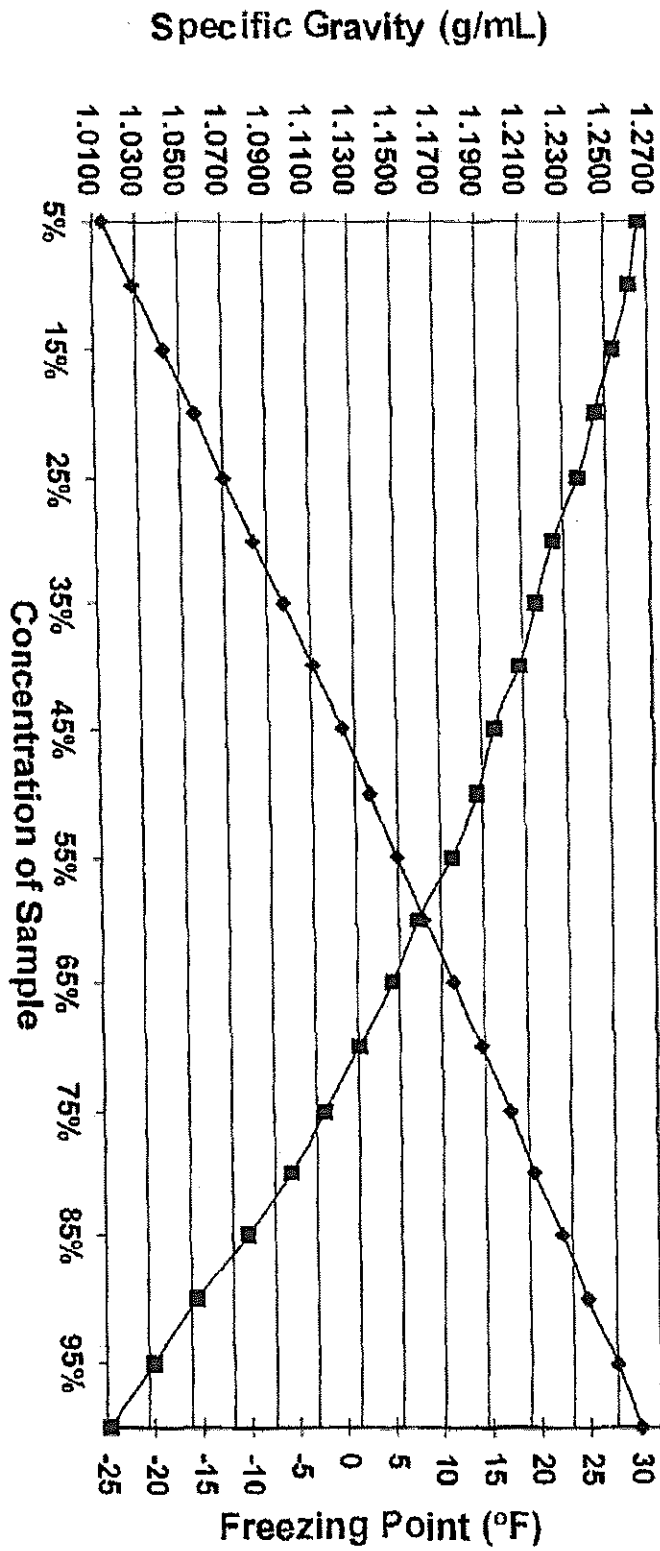
Analytical Lab Sample Number: 1934066

Percentages of Original Sample	Specific Gravity (g/mL)	Freezing Point (°C)	Freezing Point (°F)
5%	1.0145	-0.5	31.1
10%	1.0288	-1	30.2
15%	1.0428	-2	28.4
20%	1.0568	-3	26.6
25%	1.0704	-4	24.8
30%	1.0837	-5.5	22.1
35%	1.0977	-6.5	20.3
40%	1.1110	-7.5	18.5
45%	1.1244	-9	15.8
50%	1.1369	-10	14
55%	1.1493	-11.5	11.3
60%	1.1622	-13.5	7.7
65%	1.1757	-15	5
70%	1.1883	-17	1.4
75%	1.2017	-19	-2.2
80%	1.2124	-21	-5.8
85%	1.2253	-23.5	-10.3
90%	1.2367	-26.5	-15.7
95%	1.2498	-29	-20.2
100%	1.2609	-31.5	-24.7

Thank you for choosing Analytical Laboratories for your testing needs.
If you have any questions about this report, or any future analytical
needs, please contact: James Hibbs

Nael G

ICE LESS, LLC-1934066
30/70



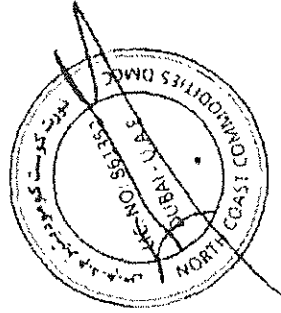
TO: M/S CHEM LAB

SUB: ROAD SALT

WE NORTHCOAST COMMODITIES ARE A ROAD SALT PRODUCER AND WE GUARANTEE THAT THE BIDDER HAS ACCESS TO A SUFFICIENT AMOUNT OF ROAD SALT PRODUCT TO SUPPLY THE NEEDS OF THE PARTICIPANTS FOR THE ENTIRE TERM OF THE CONTRACT.

BEST REGARDS

FERAS AL SAYOURI
DIRECTOR
NORTH COAST COMMODITIES DMCC





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acisire LLC 1265 Drummers Lane, Suite 300 Wayne PA 19087		CONTACT NAME: PHONE (A/C, No, Ext): 866-282-9742 FAX (A/C, No): 610-995-0105 E-MAIL ADDRESS: certs@odellstudner.com		
INSURED Chemical Equipment Labs, Inc. 3920 A Providence Road Newtown Square PA 19073		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Citizens Insurance Company of America		31534
		INSURER B: The Hanover Insurance Company		22292
		INSURER C: The Burlington Insurance Company		23620
		INSURER D: Berkshire Hathaway Homestate Insurance Company		20044
INSURER E: Allmerica Financial Benefit Insurance Co		41840		
INSURER F:				

COVERAGES

CERTIFICATE NUMBER: 827826224

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:		ZBYD90422905	4/30/2024	4/30/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PO/ AGG \$ 2,000,000 \$
E	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		AWYD93188505	4/30/2024	4/30/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☒ OCCUR ☐ CLAIMS-MADE DSD ☒ RETENTIONS n		UHYD90423005	4/30/2024	4/30/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐ N/A		CHWC460041	9/27/2023	9/27/2024	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Excess Liability		601BE02157-04	4/30/2024	4/30/2025	Occ / Agg. \$3M / \$3M

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Capitol Region Council of Governments
350 Church St, Floor 3
Hartford, CT 06103

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Steve Odell



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acrisure LLC 1265 Drummers Lane, Suite 300 Wayne PA 19087		CONTACT NAME: PHONE (A/C, No. Ext): 866-282-9742 FAX (A/C, No): 610-995-0105 E-MAIL ADDRESS: certs@odellstudner.com		
INSURED Chemical Equipment Labs, Inc. 3920 A Providence Road Newtown Square PA 19073		INSURER(S) AFFORDING COVERAGE		NAIC #
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		INSURER D: Berkshire Hathaway Homestate Insurance Company		20044
		INSURER E: Allmerica Financial Benefit Insurance Co		41840
		INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 330438826

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:		ZBYD90422905	4/30/2024	4/30/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000 OTHER \$
E	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		AWYD93188505	4/30/2024	4/30/2025	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER \$
B	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$		UHYD90423005	4/30/2024	4/30/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 OTHER \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A	CHWC460041	9/27/2023	9/27/2024	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Excess Liability		6018E02157-04	4/30/2024	4/30/2025	Occ. / Agg. \$3M / \$3M

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Town of West Hartford 50 S Main St West Hartford, CT 06107	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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HC

FINANCE DEPARTMENT

Memo

To: The Board of Selectmen
From: Shea Davy
Date: July 15, 2024
Re: Disposal of Surplus Assets

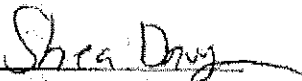
Dear Mr. Brule:

In accordance with the town Property Ordinance, Chapter 2.112.020, it is requested that the Board of Selectman please consider an act to surplus, on Behalf of the Purchasing Agent Asset#01369, Yellow Fire Safe Cabinet, this cabinet is no longer needed in the Print Shop.

It is also requested that the Board of Selectman please consider this asset as an act of reassignment to the Public Works Department be used for Town of Waterford.

- Asset#01369 Yellow Fire Safe Cabinet

Thank you for your consideration


Shea Davy
Purchasing Agent,
Town of Waterford

FLAMMABLE
KEEP FIRE AWAY



Printed
1
C-1000

PROPERTY OF
01369
TOWN OF WATERFORD

#7

FINANCE DEPARTMENT

Memo

To: The Board of Selectmen
From: Shea Moses
Date: July 15, 2024
Re: Disposal of Surplus Assets

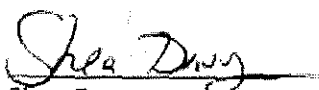
Dear Mr. Brule:

In accordance with the town Property Ordinance, Chapter 2.112.020, it is requested that the Board of Selectman please consider an act to surplus on behalf of the Purchasing Agent, for the following office equipment and furniture that is no longer working or useful to the Town.

- (9) Printers that have been replaced (see attached list)
- (1) 3 drawer file cabinet
- (4) 5 drawer file cabinets
- (3) old office chairs
- (1) Large vintage wooden table set with 9 chairs
- (1) old couch (sitting in basement lunch room)
- (1) old vacuum
- (1) old microwave
- (1) 9 drawer black filing cabinet
- (1) 4 drawer file cabinet
- (2) overhead file cabinets
- (2) random brown wooden drawers
- (1) box of sanitizer automatic dispensers

Printers will be auctioned via GovDeals, all other items will be disposed of via Transfer Station by Public Work.

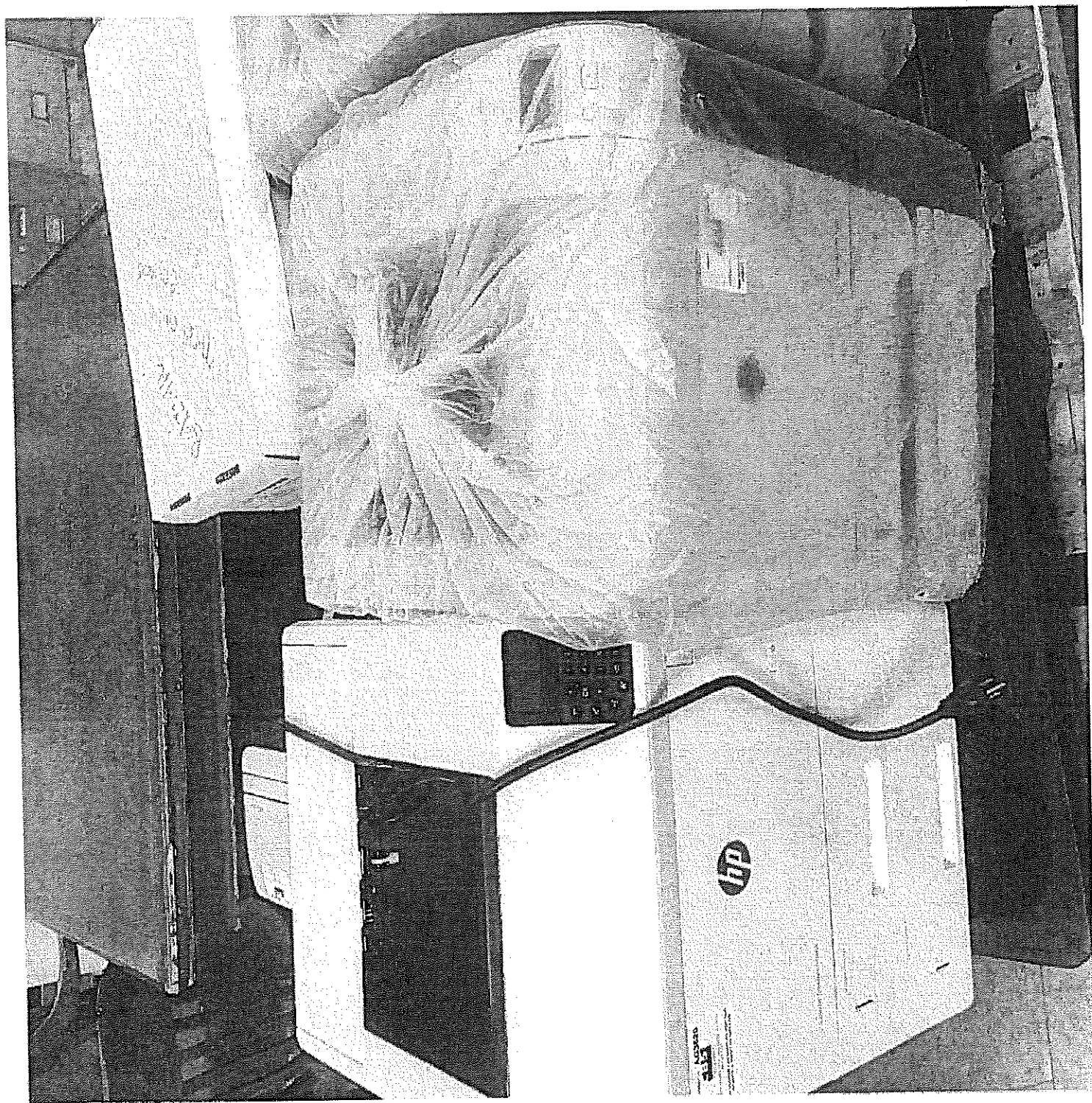
Thank you for your consideration

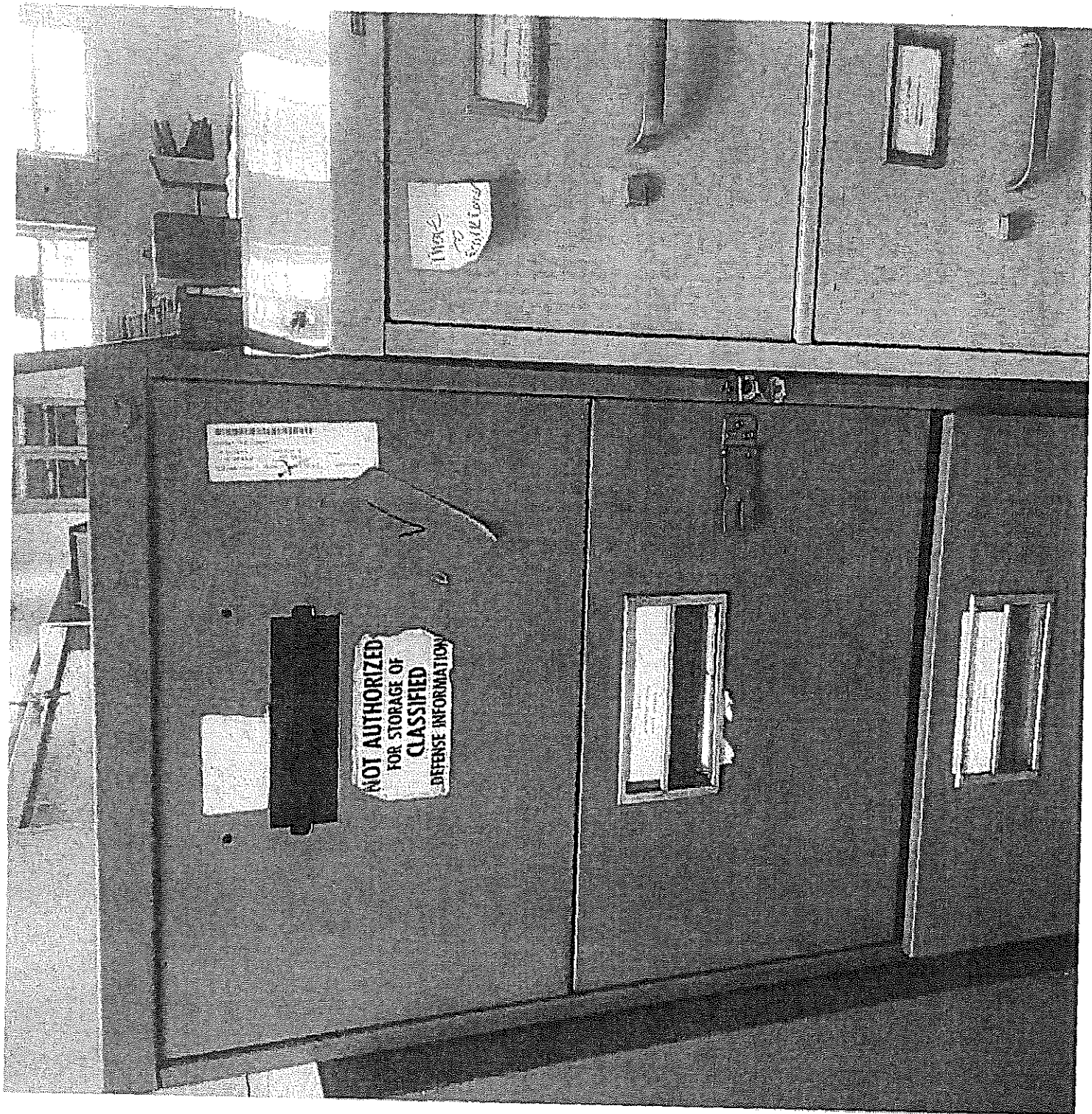


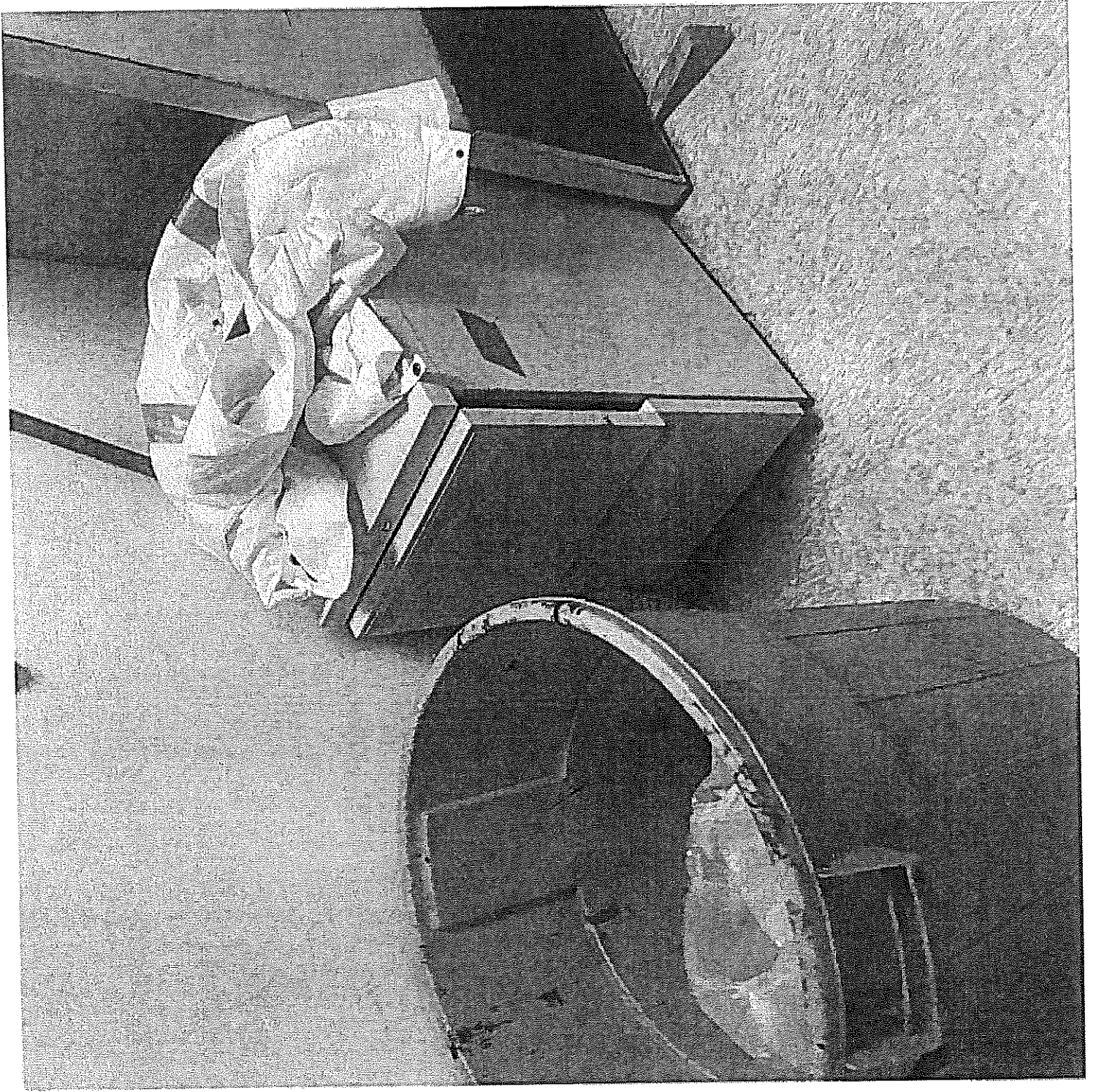
Shea Davy
Purchasing Agent,
Town of Waterford

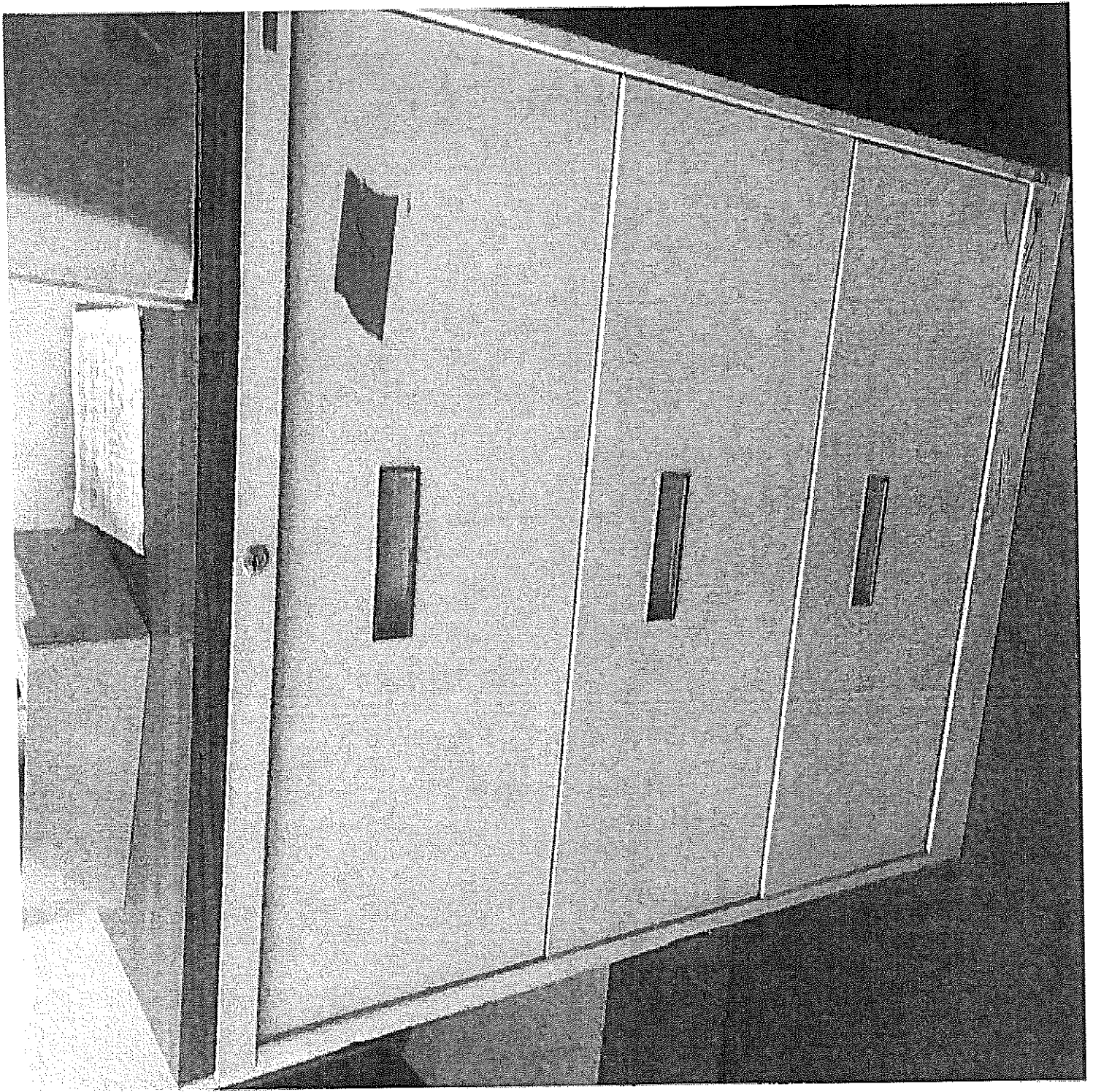
Printers that were replaced/no longer in use

AG3624	Laser Jet Pro 4000 mdm
AG3632	LaserJet 600 M601
AG3633	Aficio sp 3510SF
AG4518	HP LaserJet P2055dn
AG3620	HP LaserJet Enterprise M604
AG4526	HP LaserJet 600 M601
AG4521	HP LaserJet 600 M602
AG4520	HP LaserJet 1022
AG4519	HP LaserJet 1022

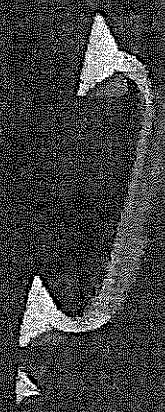
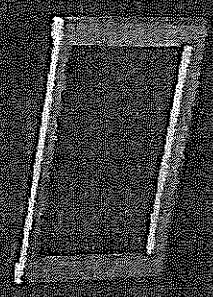
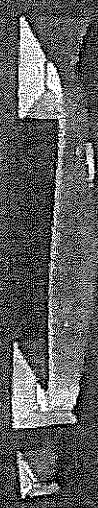
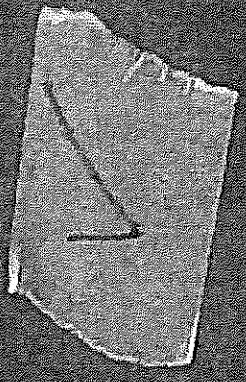


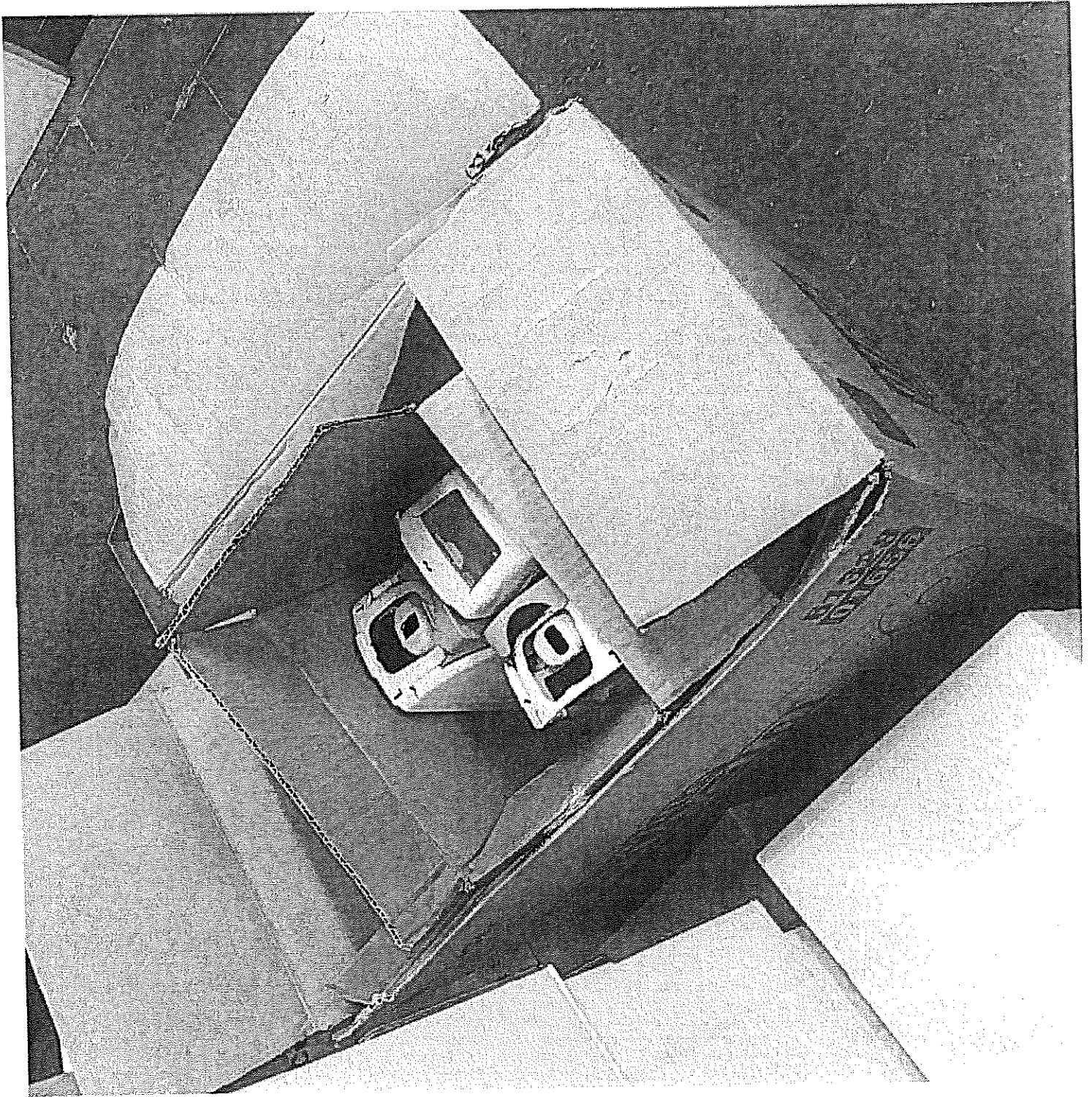




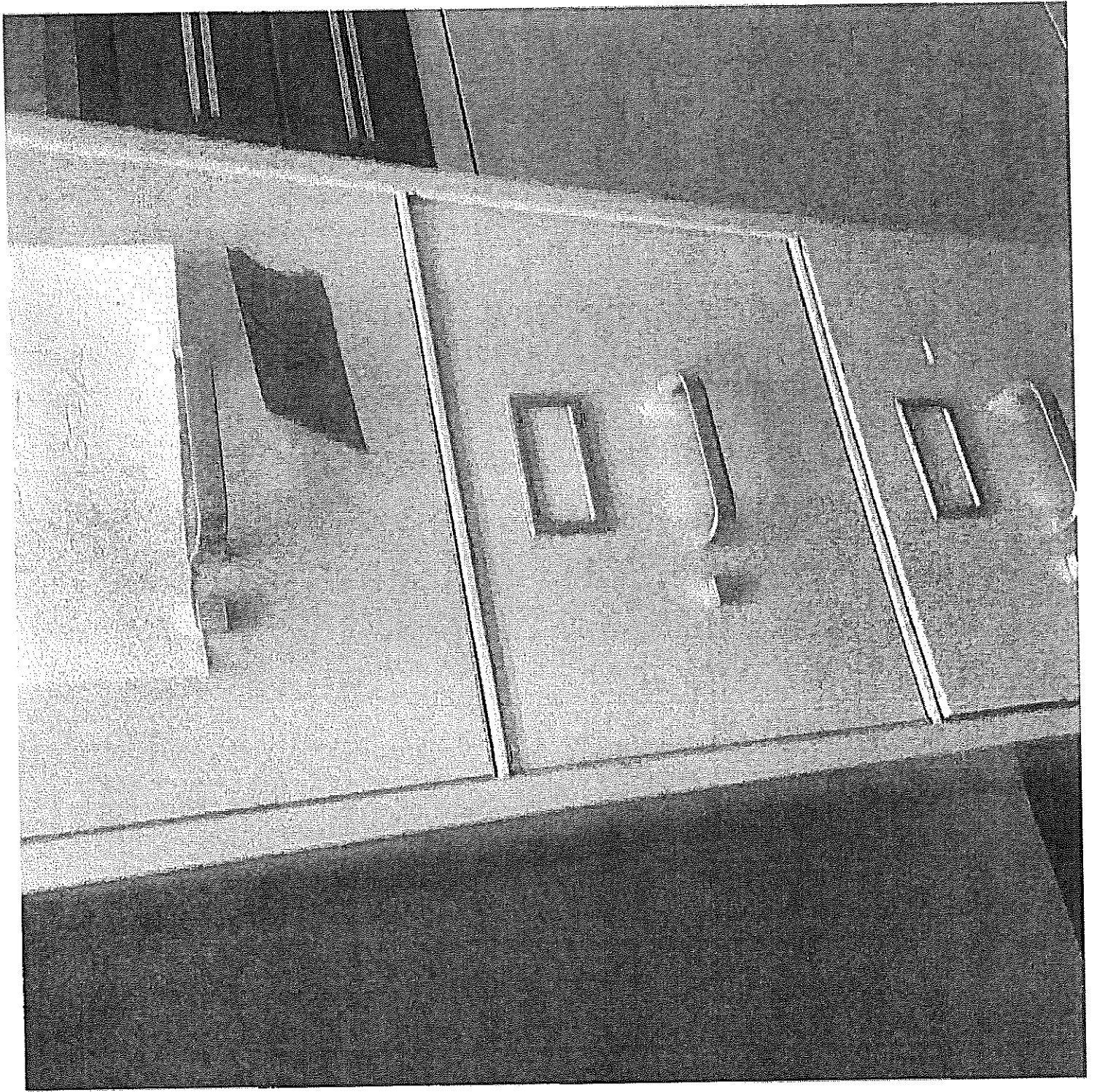


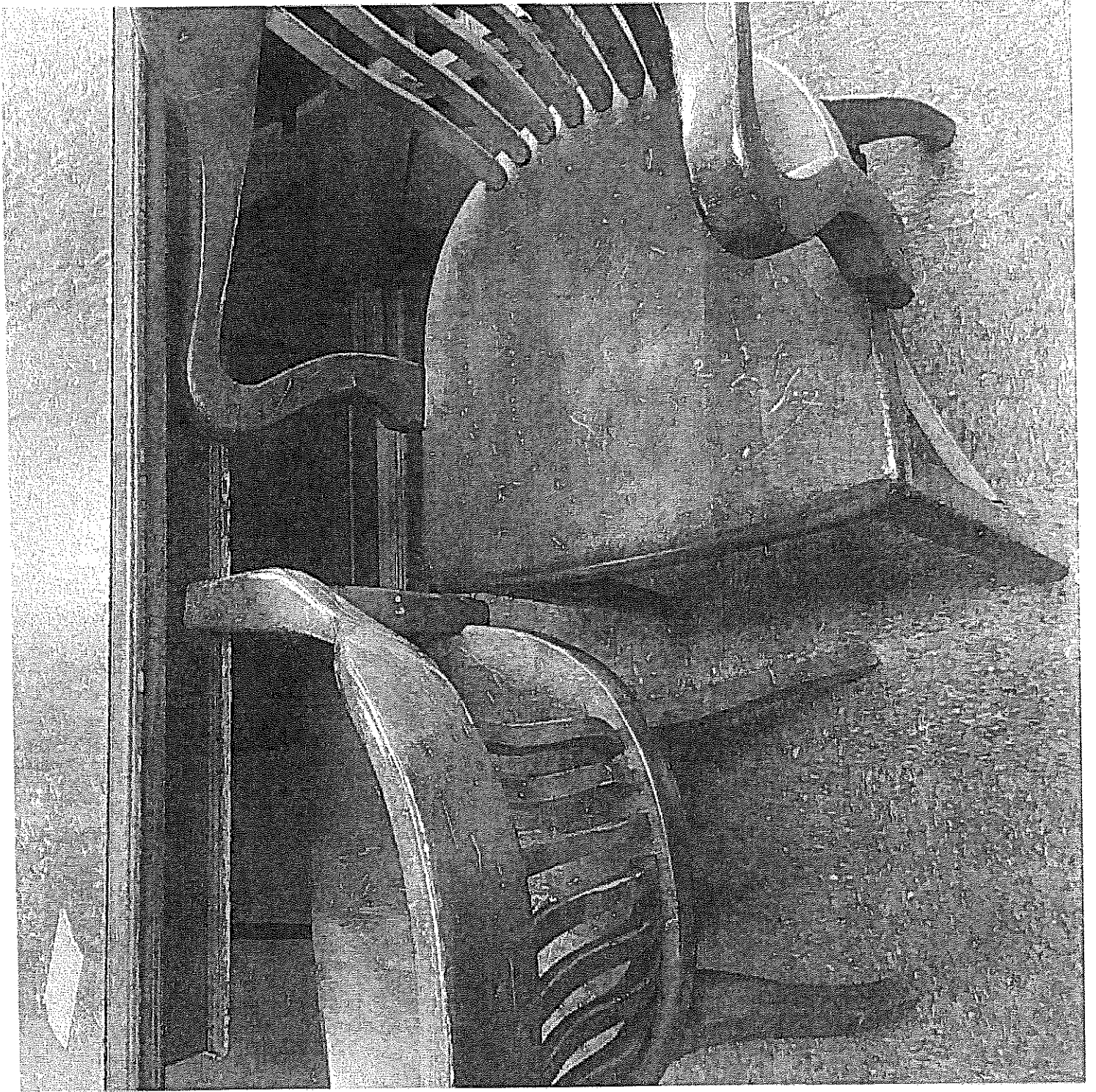
CLASSIFIED
DEFENSE INFORMATION

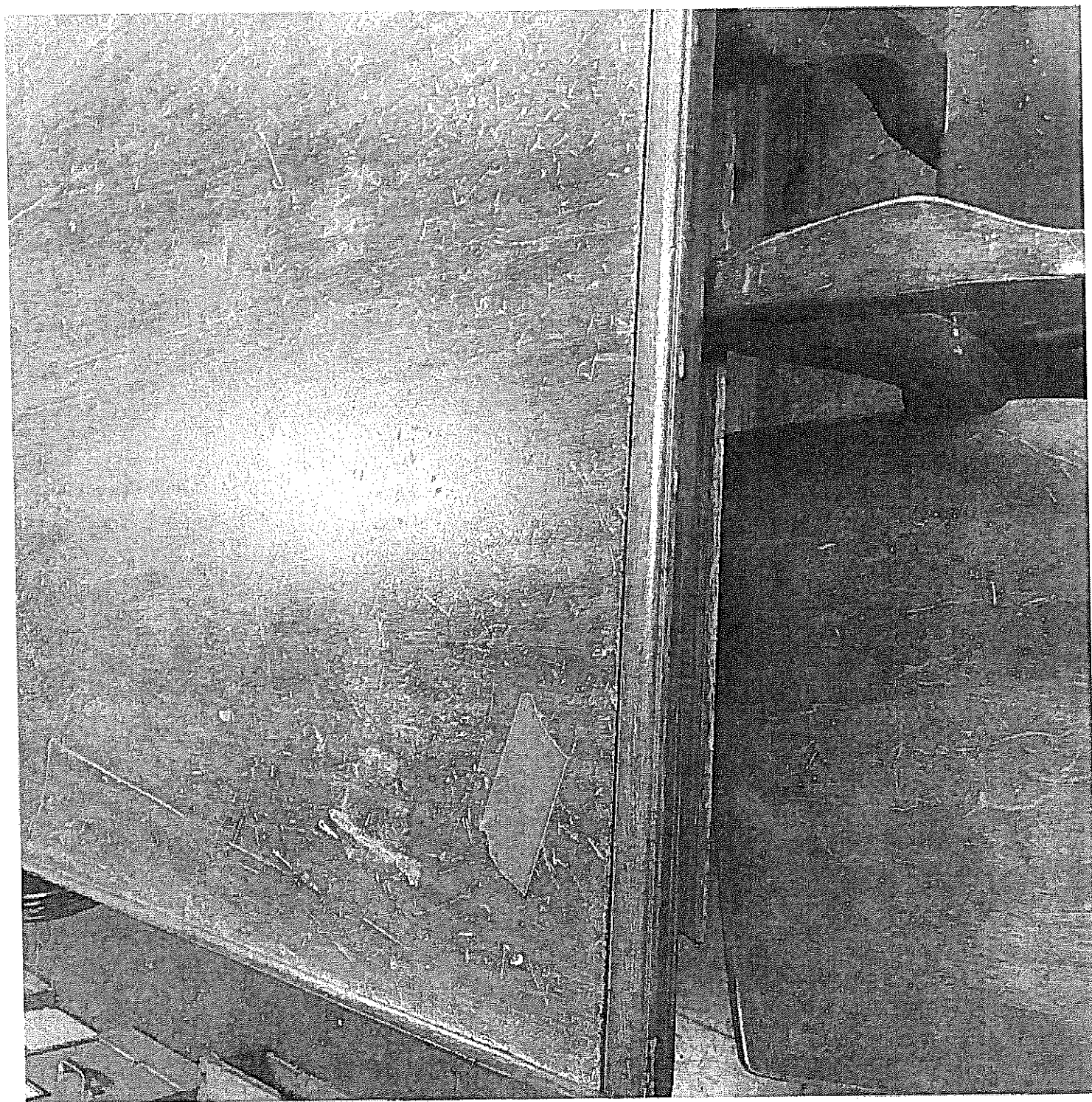


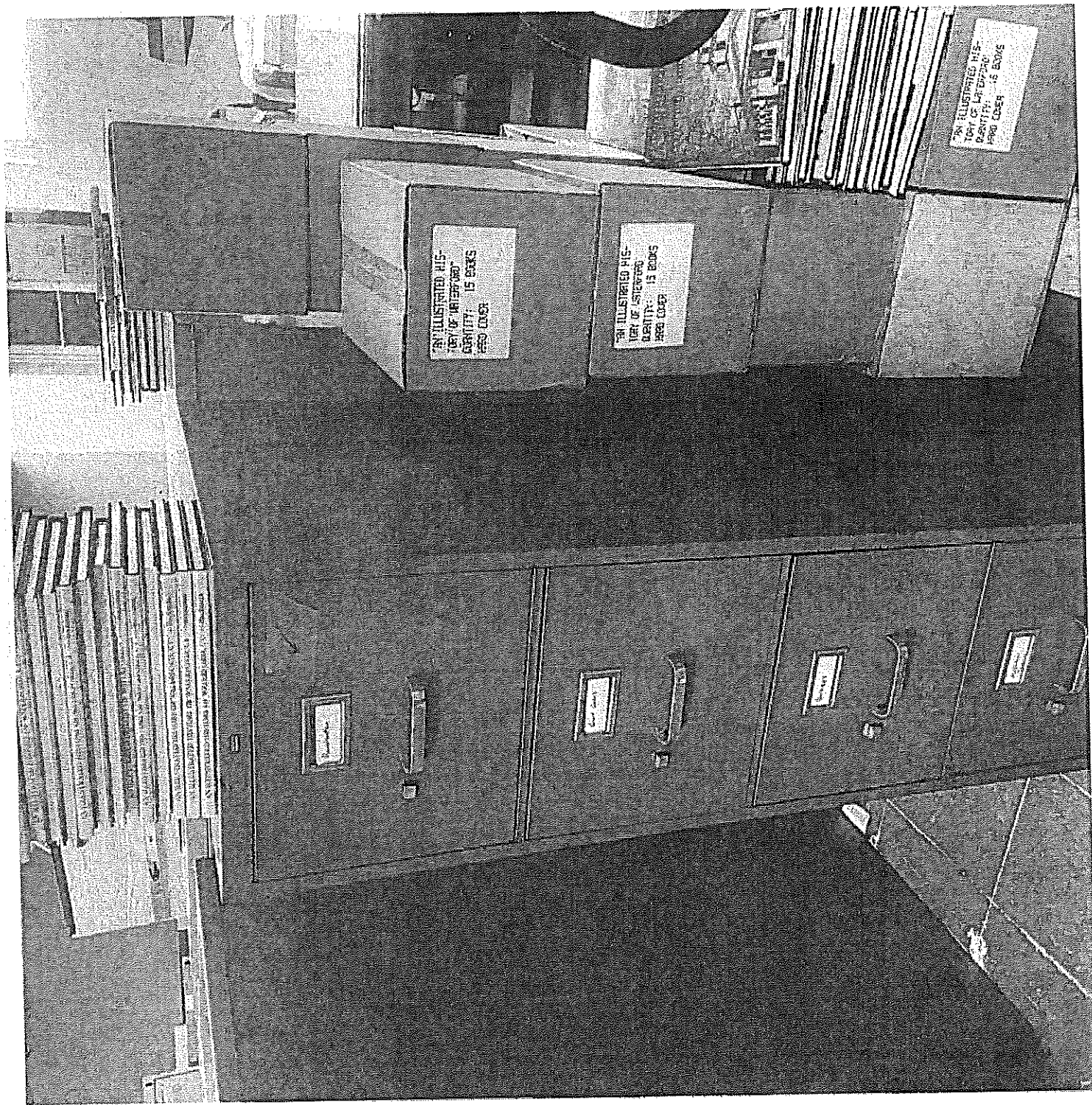


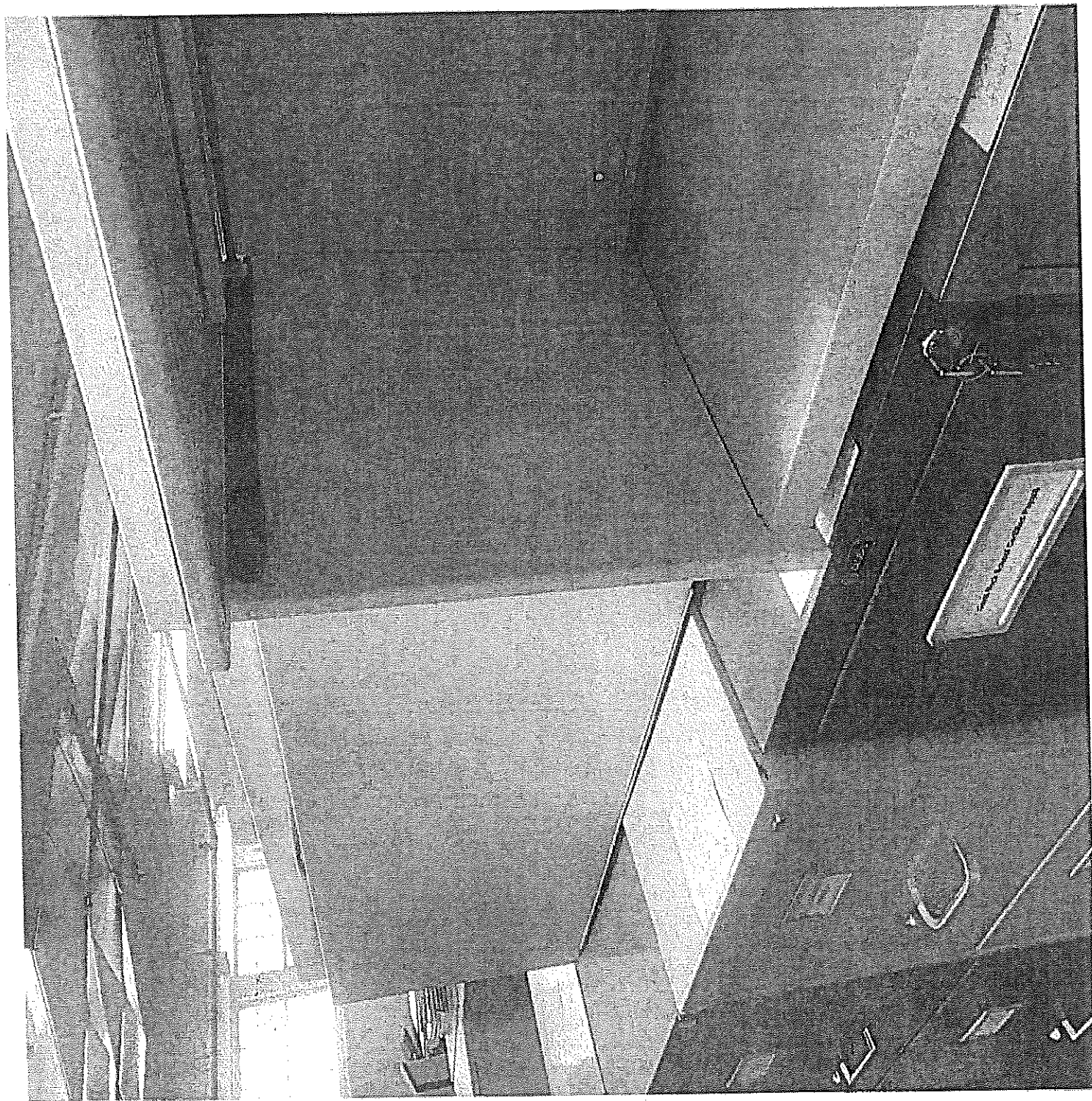


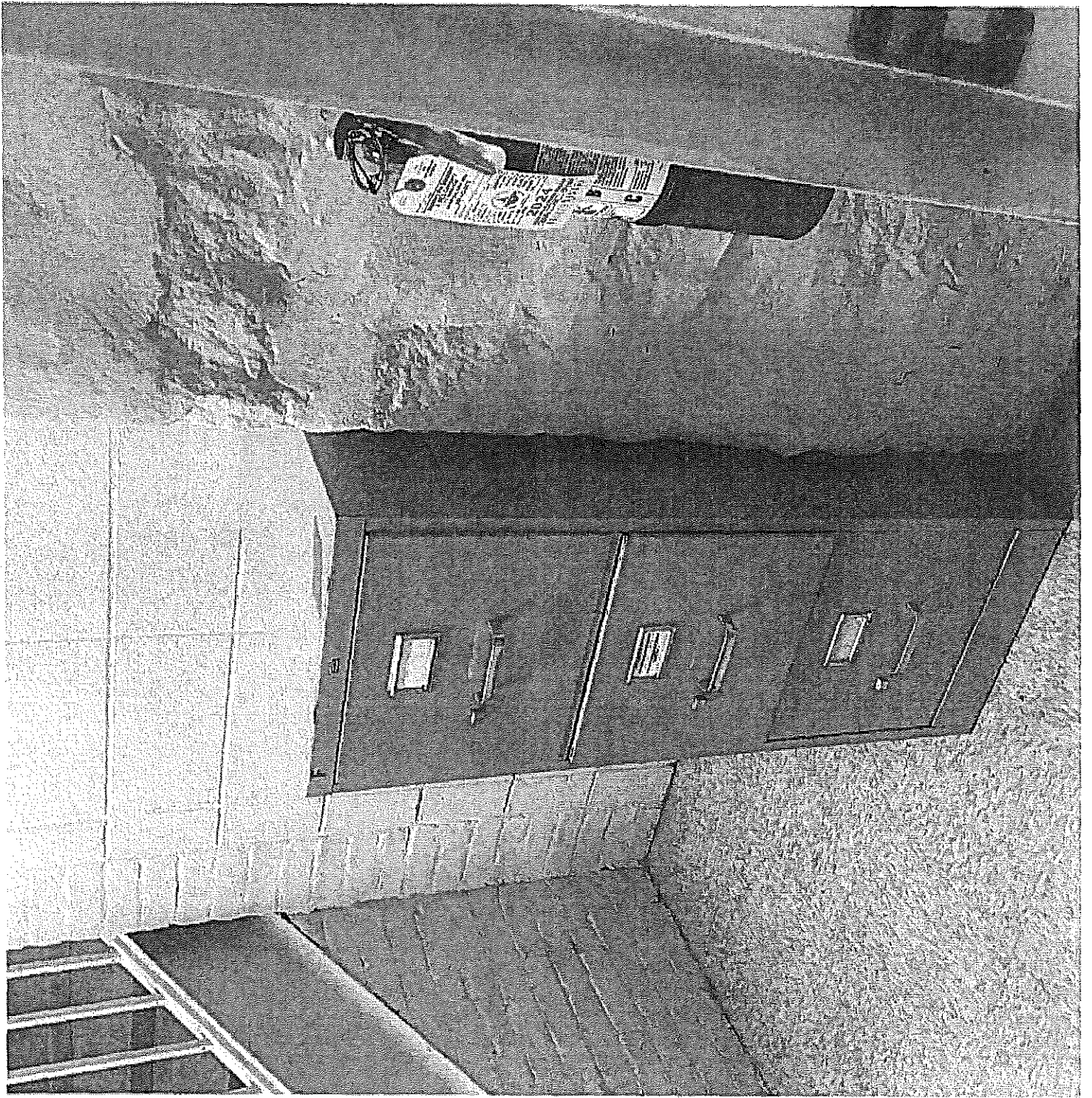


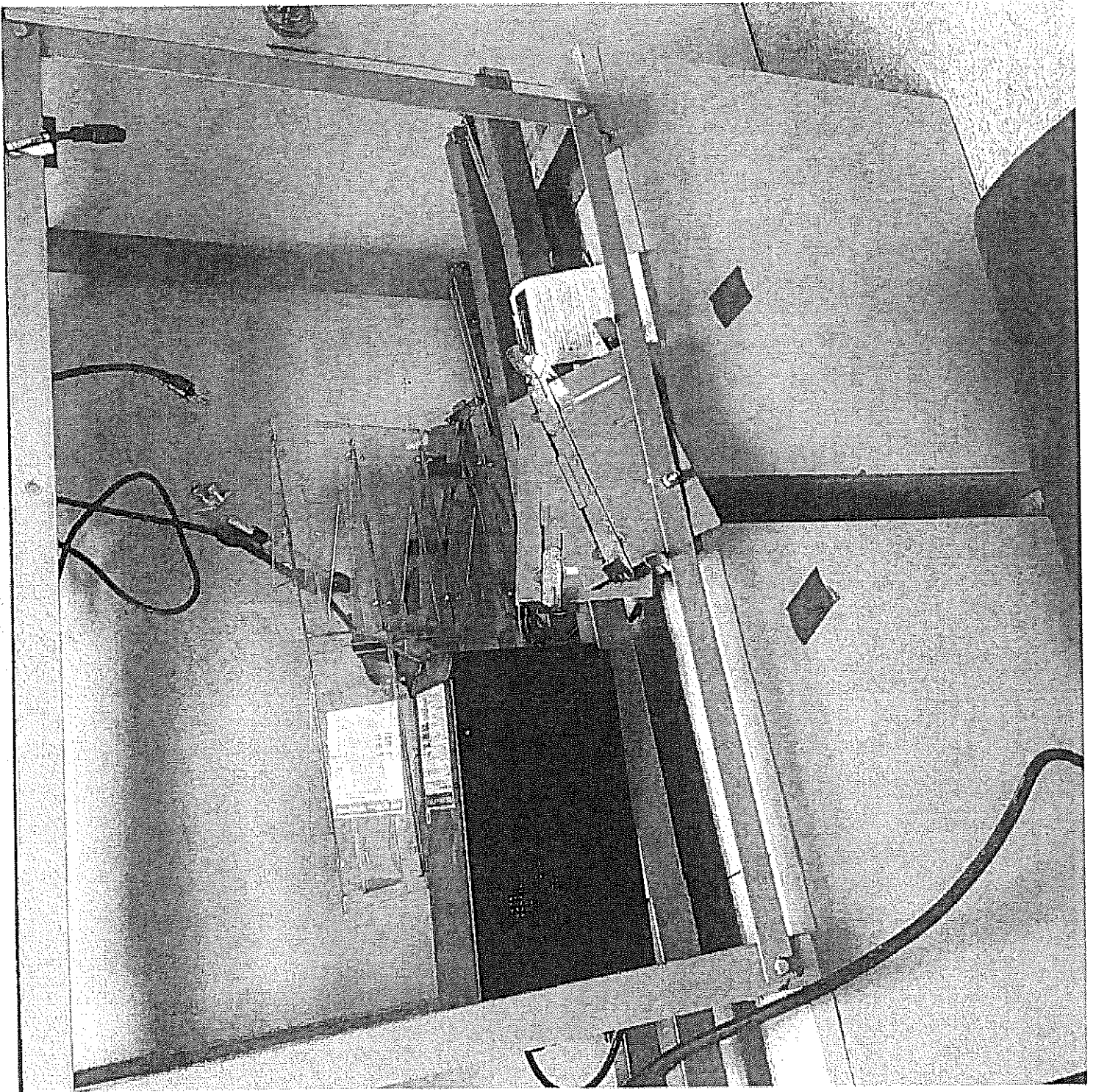


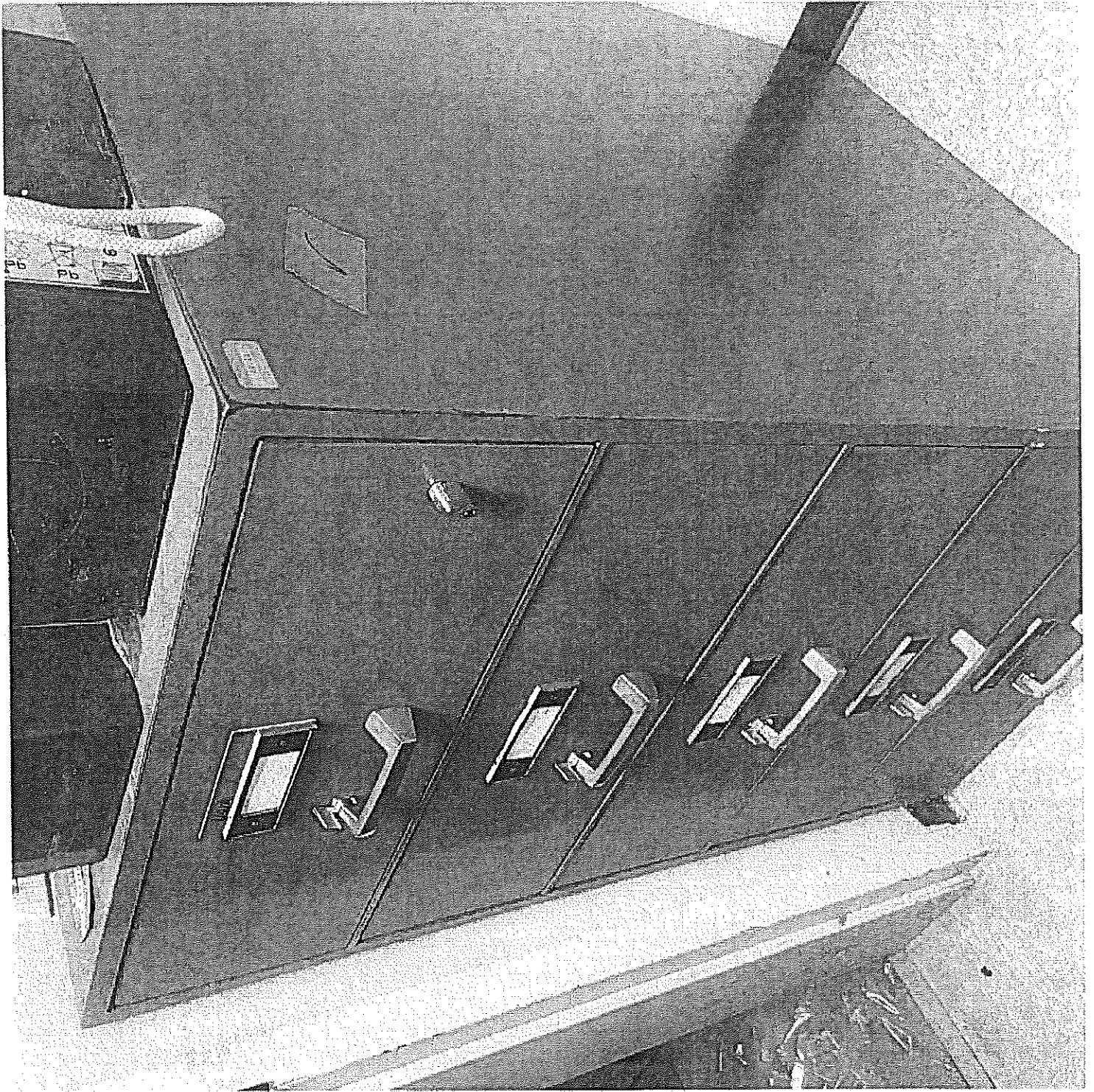












#8

FINANCE DEPARTMENT

Memo

To: The Board of Selectmen
From: Shea Moses
Date: July 15, 2024
Re: Disposal of Surplus Assets

Dear Mr. Brule:

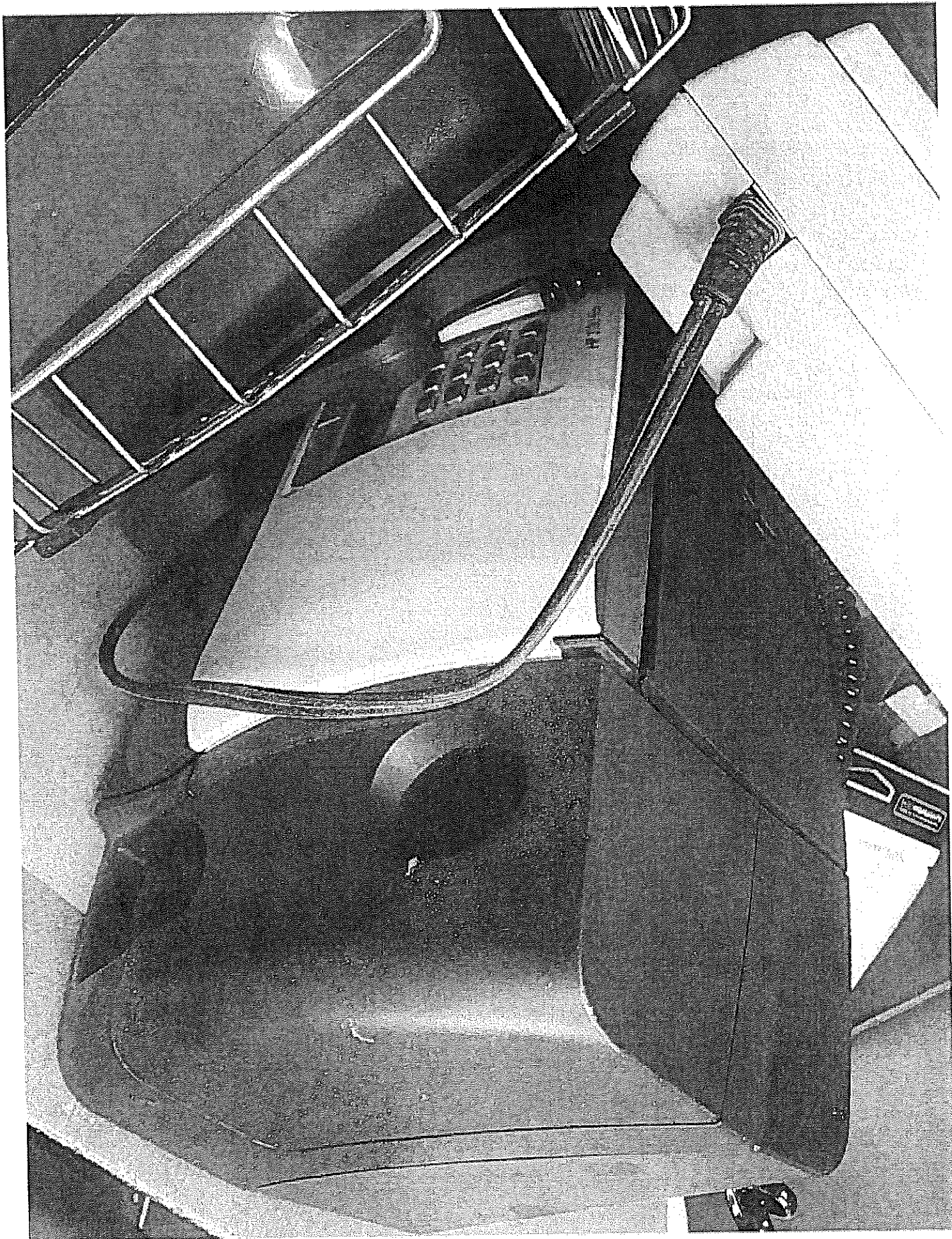
In accordance with the town Property Ordinance, Chapter 2.112.020, it is requested that the Board of Selectman please consider an act to surplus on behalf of the Purchasing Agent, for the following office equipment, supplies and furniture that is no longer working or useful to the Town.

- (15) Boxes of Various Printer Ink
- (5) Paper towel dispensers
- (1) Fax Machine
- (3) Calculators
- (4) Half-fold toilet seat cover dispensers
- (1) bucket potty seat
- (1) various old and expired first aid supplies
- (1) box of solo cups
- (3) monitor stands
- (3) cases of 4 part reverse carbon paper
- Various file organizers
- 2 metal lockable boxes

Useable items will be auctioned via GovDeals, all other items to be disposed of via Transfer Station.

Thank you for your consideration


Shea Davy
Purchasing Agent,
Town of Waterford



POST-IT NOTES
(1 1/2 X 2)

POST-IT NOTES
(ROUTING REQ.)

POST-IT NOTES
(FAX NOTE)

HP Choose Quality

Q2610A / 10A
HP 2300
STANDARD
www.hp.com

HYPERION
Premium Imaging Supplies

Replacement for:
Q2610A-CPI
HP Color LaserJet CP4003
4005DN/4005N

HYPERION
Premium Imaging Supplies

Replacement for:
CB400A
Compatible with:
HP Color LaserJet CP4003
4005DN/4005N
190297-02

HYPERION
Premium Imaging Supplies

Suitable for use in:
HP LaserJet
2100/2100M/2100SE/2100TN
2100XI/2200D/2200DN/2200DSE
2200DT/2200DTN/2200 Series

INDEX CARDS
(3 X 5 WHITE)

CARDS
(WHITE)

INDEX CARDS
(3 X 5 ASSY)



POST-IT NOTES
(11/2 X 3)

POST-IT NOTES
(3 X 3)

POST-IT NOTES
(3 X 3)

INDEX CARDS
(4 X 6 WHITE)

Choose Quality

Q2610A / 10A
HP 2300
STANDARD

HYPERION
Q2610A CPT

HYPERION
Q2610A CPT

Replacement for:
Q2610A CPT
www.hp.com

INDEX CARDS
(4 X 6 WHITE)

WATER
PELLETS
ICE REMOVAL
MT. 50 LBS. (22.68 kg)
Power 87.25 Btu/h

6151

Telephone Message Pads

HYPERION
Premium Imaging Supplies

Sustainable Earth
A SUPPLY

MODEL / MOORE / MODEL OF
SEB12AR
SKU: 791403 / COMPANY
COMPANY NAME / COMPANY
HP Q2611A
HP © 2011
1-877-333-3378

Made in Taiwan
REPRODUCTION
HP D155A
HP D155A
0155A-001

HP
D155A
0155A-001

hp LASERJET
504A

WHO BUT
W.B. MASON
FOR OFFICE SUPPLIES, FURNITURE & PRINTING

CLOSED CAPITAL PROJECTS
JORDAN FIRE RENOVATIONS
10/24/08 - 06/30/11

WBM-97200

hp LASERJET
504X

LASERJET
504A

GEN. FUND REPORTS
TREASURER REPORTS
P.O.'s
CASH RECEIPTS

UNIVERSAL

From: Jordan Pumper
To: Tracy Ryan
12-113
Destiny/Destruction/Duplicate

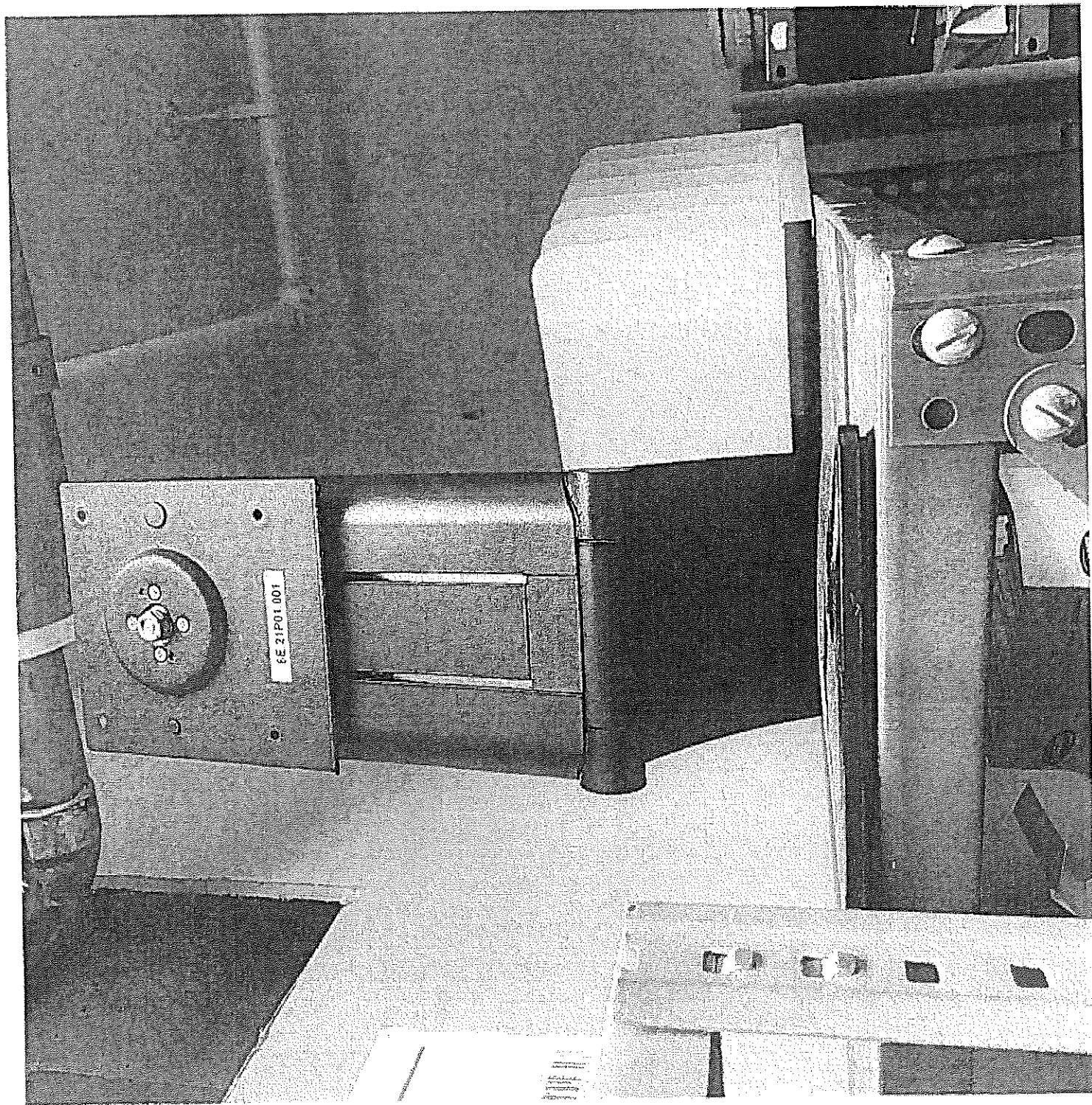
UNV-95224

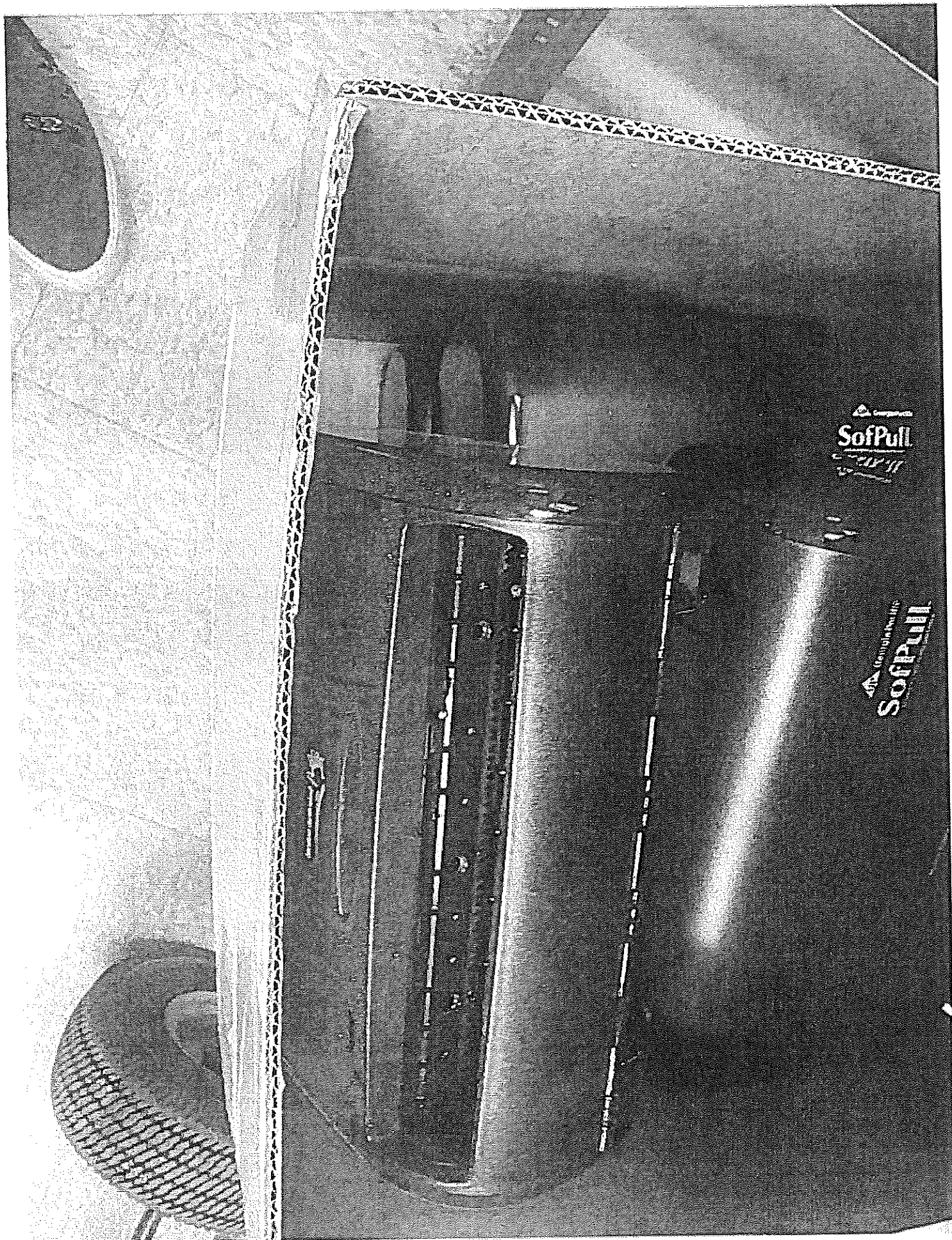
WHO BUT
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BANKERS BOX

703

Pumper
Bid
Back up

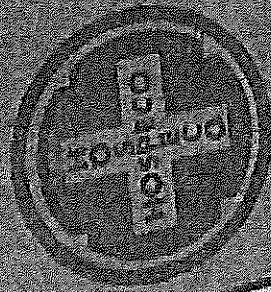






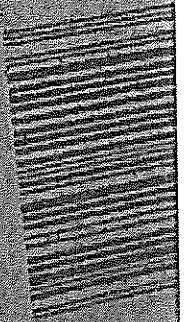
15-1-2

Made in the U.S.A.

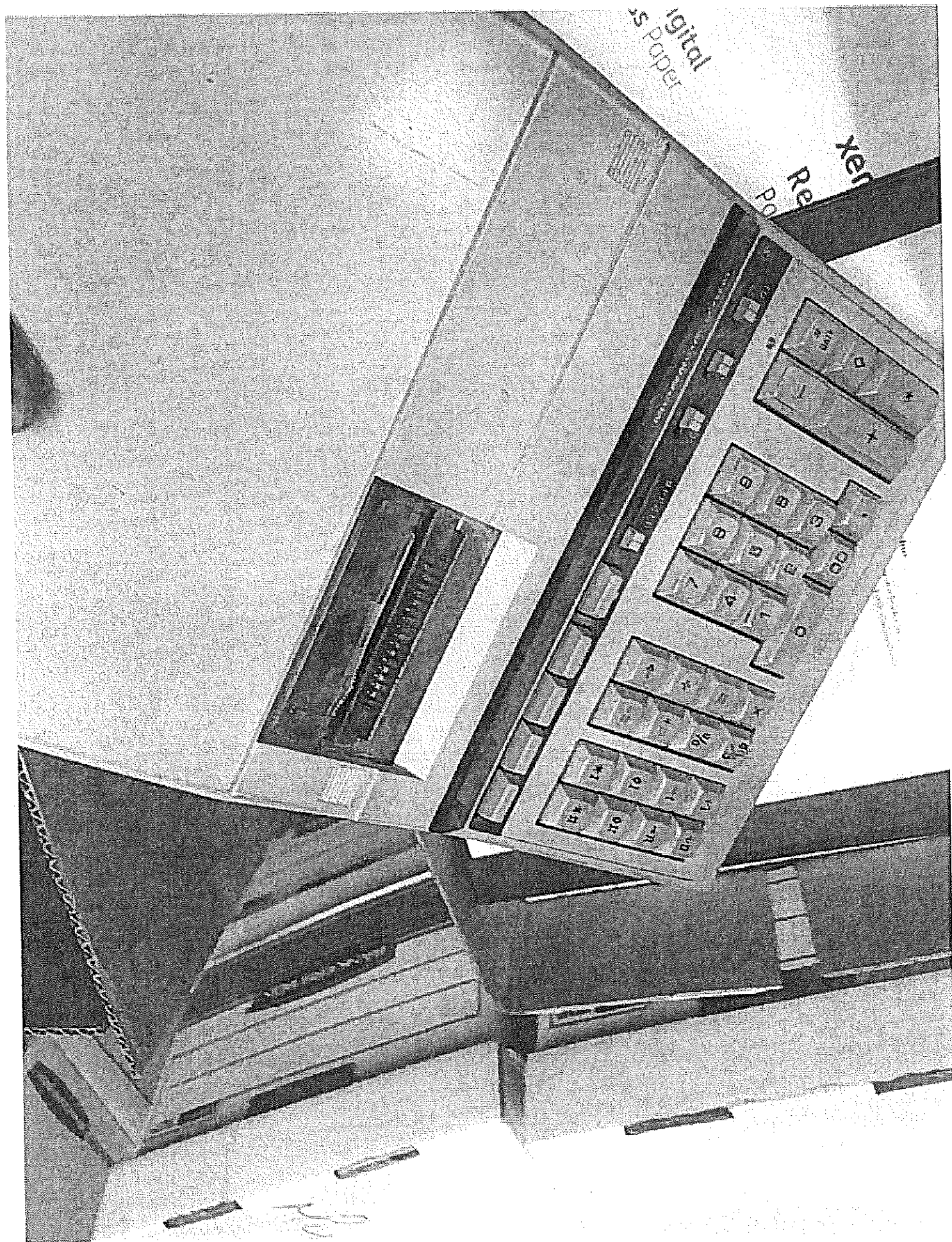


HEALTHY | SAFE | CLEANTM

Contains 2 Half-Fold Toilet Seat Cover
Dispensers with Mounting Tape



Manufactured by HospecoTM
Cleveland, OH 44143



WHITEST
& BRIGHTEST

CARBONLESS
NCR PAPER
SUPERIOR

4 PART
REVERSE
BLACK PRINT

OF GOLDENROD
OF PINK
OF CANARY
OF WHITE

8 1/2 x 11
216 x 279 mm

10.0 M
1250 / 5000
SETS
SHEETS

1932

THE NAME SAYS IT ALL
WHITEST
& BRIGHTEST

4 PART
REVERSE

8 1/2 x 11
216 x 279 mm

1932

33250

H10a

Shannon Withey

From: Jonathan Mullen
Sent: Wednesday, July 10, 2024 1:26 PM
To: Shannon Withey
Cc: Mark Wujtewicz
Subject: FW: P&Z alternate term expiration

Follow Up Flag: Follow up
Flag Status: Flagged

Bert Chenard's resignation below.

Jonathan E. Mullen, AICP
Planning Director
Town of Waterford, CT 06385
jmullen@waterfordct.org
860 444-5813

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-----Original Message-----

From: bleo73pz22@icloud.com <bleo73pz22@icloud.com>
Sent: Sunday, June 9, 2024 2:29 PM
To: Greg Massad <gmassad@messiermassad.com>
Cc: Mark Wujtewicz <mwujtewicz@waterfordct.org>; Jonathan Mullen <jmullen@waterfordct.org>; Katrina Kotfer <KKotfer@waterfordct.org>
Subject: P&Z alternate term expiration

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.

Hello Greg,

As you are aware, my term on the P&Z Commission ends 30 June 2024.
This email note is to inform you that I will not seek another term as an alternate member.
It was always my desire to be seated as a regular member of this commission and I am disappointed that I was not afforded the opportunity when positions opened up twice during my term. Both you and the First Selectman knew of my interest.

I wish good luck to the board.

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

RECEIVED FOR RECORD
WATERFORD, CT

2024 JUL 12 1A 11:13

ATTEST: *David J. Campese*
TOWN CLERK

**MINUTES
BOARD OF SELECTMEN REGULAR MEETING**

Tuesday, July 9, 2024

5:00 PM

Waterford Town Hall (Appleby Room)

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

1. **Call to Order & Roll Call:** 5:00 pm
In attendance: Rob Brule, Rich Muckle & Greg Attanasio
Absent: N/A
2. **Pledge of Allegiance**
3. **Public Comment:** Bryan Sayles – Firearm Concern (letter given as backup)

4. **Registrars of Voters:** To consider and act on a request for a FY24 appropriation, to cover expenses incurred in the Presidential Preference Primary that took place on April 2, 2024. Line #10102-51320 (Election Activities), Line #10102-51920 (FICA), and Line #10102-53020 (Other Supplies) from the Registrars of Voters, Patti Waters and Bigi Ebbin, in the amount of \$10,930 and forward on to the Board of Finance if approved. This is a re-vote as the dollar amount was incorrect during a previous meeting.
MOTION by Muckle, seconded by Attanasio, **VOTING IN FAVOR: 3-0 PASSED**

5. **Registrars of Voters:** To consider and act on a recommendation from, Purchasing Agent, Shea Davy, on behalf of Registrars of Voters, for surplus disposal of the following items:

- 1 White laminate desk
- 1 Two drawer file cabinet – does not open

MOTION by Muckle, seconded by Attanasio, **VOTING IN FAVOR: 3-0 PASSED**

6. **Assessor's Office:** To consider and act on a recommendation from, Purchasing Agent, Shea Davy, on behalf of the Assistant Assessor, Nicole Serra, for

surplus disposal of the following item:

- 1 Fellowes PS80C-2 Shredder

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

7. **Senior Services:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Human Services Administrator, Dani Gorman, in the amount of \$9,590 due to end of year costs and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

8. **Recreation and Parks:** To consider and act on the following request for a FY24 Out-of-Series Transfer from Recreation and Parks Director, Ryan McNamara, in the amount of \$23,480 due to end of year costs and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

9. **Recreation and Parks:** To consider and act on the following request for a FY24 In-Series Transfer from the Recreation and Parks Director, Ryan McNamara, in the amount of \$25,644 to cover year end year end expenditures.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

10. **Emergency Management:** To consider and act on the following request for a FY24 In-Series Transfer from the Emergency Management Director, Steve Sinagra, in the amount of \$1,500 to cover the cost of telephones.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

11. **Information Technology – Bid Reject:** To consider and act upon a recommendation from the Purchasing Agent, Shea Davy, on behalf of the Information and Technology Director, Jeffrey Robillard to reject bid received (RFP #23-127) for technology/equipment for the Auditorium upgrades as it doesn't fit the Town's needs.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

12. **Utility Commission – Bid Award:** To consider and act on a recommendation from Purchasing Agent, Shea Davy, on behalf of the Utility Director, Jim Bartelli, to award the bid to A&J Generator, in the amount of \$39,700

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

13. **Fire Services:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Director of Fire Services, Michael Howley, in the

amount of \$66,706 due to end of year costs and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

14. Police Department – Bid Waiver: To consider and act on a recommendation from Purchasing Agent, Shea Davy, to award Witmer Public Safety Group, Inc., in the amount of \$39,756, from line # 32925-55919 (Firearms/Laser Site Transitions) to replace firearms.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 2-1 PASSED

Voting for: Brule, Muckle

Against: Attanasio

15. Public Works: To consider and act on a recommendation from the Public Works Director, Gary Schneider, to implement a new fee schedule, detailed in the backup material for this item attached here to, effective August 1, 2024.

MOTION by Attanasio, seconded by Muckle, to table until the next meeting.

VOTING IN FAVOR: 3-0 PASSED

16. Public Works: To consider and act on the following request for a FY24 Out-of-Series Transfer from the Public Works Director, Gary Schneider, in the amount of \$80,786 due to end of year costs and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

17. Town Hall: To consider and act on a recommendation from, Purchasing Agent, Shea Davy, for surplus disposal of the following items:

- 50 Metal Folding Chairs
- 5 American Flags

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

18. Board of Finance: To consider and act on the following request for a FY24 Out-of-Series Transfer from Finance Director, Kim Allen, in the amount of \$375 due to end of year audit and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

19. Retirement Commission: To consider and act on the following request for a FY24 In-Series Transfer from the Finance Director, Kim Allen, in the amount of \$12,818 to complete end of year audit.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 20. First Selectman:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the First Selectman, Rob Brule, in the amount of \$2,834 to complete end of year audit and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0

- 21. Various:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Finance Director, Kim Allen, in the amount of \$31,038 due to end of year audit and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 22. Various:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Finance Director, Kim Allen, in the amount of \$78,272 to close the year and complete annual audit and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

- 23. Various:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Finance Director, Kim Allen, in the amount of \$266,674 due to end of year costs and forward on to the Board of Finance if approved.

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

24. Appointments & Resignations:

25. New Business: NONE

26. Old Business: Paving Update Discussion

27. Correspondence:

27a. Special Revenue May 2024 – Finance Department

27b. Letter from Clark Lane Student – Kaelyn M, received 6/28/24

27c. Letter from Clark Lane Student – Kayley A received 6/28/24

27d. Thank you letter from Senior Services

28. Consent Agenda

28a. Tax Refund

28b. Board of Selectmen Regular Meeting Minutes June 18, 2024

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED

29. Adjournment: 6:02 pm

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 3-0 PASSED