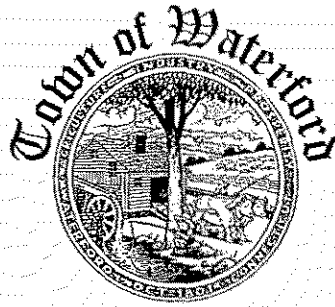


FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE: 860-442-0553

www.waterfordct.org

RECEIVED FOR RECORD
WATERFORD, CT

2024 JUN 14 P 2:09

ATTEST: *Dani Gorman*
TOWN CLERK

AGENDA
BOARD OF SELECTMEN REGULAR MEETING
Tuesday, June 18, 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. **Registrar 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 Registrar of Voters, Patti Waters and Bigi Ebbin, in the amount of \$10,390 and forward on to the Board of Finance if approved.
5. **Youth & Family Services:** To consider and act on a request for a FY24 additional appropriation from the Human Services Administrator, Dani Gorman, in the amount of \$5,000, to supplement the professional fees line, account #10119-51210 and forward on to the Board of Finance if approved.
6. **Youth & Family Services:** To consider and act on a request for a FY24 additional appropriation from the Human Services Administrator, Dani Gorman, in the amount of \$14,103, to offset the cost of salaries, to account #1019-5210 and forward on to the Board of Finance if approved.
7. **Assessor:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Assessor, Paige Walton, in the amount of \$440 due to pending legislation regarding motor vehicles and forward on to the Board of

Finance if approved.

8. **Board of Education – Bid Award:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of Joe Mancini, Director of Finance & Operations, to award the bid to Tucker Mechanical, in the amount of \$859,545. Funds will be available from line #20560-55020, 2024-25 (CLMS Chiller Replacements).
9. **Tax Collector:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Tax Collector, Alan Wilensky, in the amount of \$10,970 due to increased costs after budget approval and replacement equipment and forward on to the Board of Finance if approved.
10. **Emergency Management:** To consider and act on the following request for a FY24 In-Series Transfer from the Emergency Management Director, Steven Sinagra, in the amount of \$11,600 to cover year end overage in Administration due to salary increases that were approved after the FY24 budget was finalized.
11. **Town of Waterford:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of several departments, for surplus disposal of the following items:
 - 62 Office Chairs
 - 100 Plates, Cups and Bowls
 - 18 Tables
12. **Public Works:** To consider and act on the following request for a FY24 In-Series Transfer from the Public Works Director, Gary Schneider, in the amount of \$29,688 to cover year end year end expenditures.
13. **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 \$66,850 due to increased costs after budget approval and forward on to the Board of Finance if approved.
14. **Public Works:** To consider and act on a recommendation from the Public Works Director, Gary Schneider, to implement a new fee schedule, effective July 1, 2024.
15. **Fire Services:** To consider and act on the following request for a FY24 In-Series Transfer from the Fire Services Administrator, Michael Howley, in the

amount of \$1,100 to replace propane tank at the firehouse.

16. **Fire Services:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Fire Services Administrator, Michael Howley, in the amount of \$6,960 due to tires and needed supplies and forward on to the Board of Finance if approved.
17. **Police Department:** To consider and act on the following request for a FY24 In-Series Transfer from the Chief of Police, Marc Balestracci, in the amount of \$12,500 to cover unexpected year end year end expenditures.
18. **Police Department:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Chief of Police, Marc Balestracci, in the amount of \$10,000 due to emergency repairs and forward on to the Board of Finance if approved.
19. **Police Department – Bid Waiver:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, to award Reagan Construction Group LLC, in the amount of \$25,575, from line # 32925-55918 (Mobile & portable Radio Replacements) for construction and renovation services to the prisoner processing area.
20. **Facilities:** 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 \$21,573 due to emergency service updates at Eugene O'Neill and forward on to the Board of Finance if approved.
21. **Finance:** 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 \$8,075 due to increased costs after budget approval and forward on to the Board of Finance if approved.
22. **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 \$99,620 to cover higher than expected year end expenditures.
23. **Appointments & Resignations:**
 - 23a. To consider and act on the appointment of Jerry Porter (D) to the Harbor Management Commission to fill the term of 2/17/24-2/16/27 as a member.

23b. To consider and act on the appointment of Richard Gonyo (U) to the Building Board of Appeals to fill the term of 5/18/20-5/17/25 as a member.

23c. To consider and act on the appointment of Michael Elbaum (R) to the Design Review Board to fill the term of 5/5/24-5/4/27 as a member.

24. New Business:

25. Old Business:

26. Correspondence:

26a. Rate Bill and Tax Warrant for the 2023 Grand List – Alan Wilensky

26b. Juneteenth email – Skip Wilson

26c. Thames River Garden Club letter – Karen Neilan

26d. Caroline Court road Acceptance letter – Katrina Kotfer

27. Consent Agenda

27a. Tax Refund

27b. Board of Selectmen Regular Meeting Minutes May 21, 2024

28. Adjournment:

114
June 11, 2024

To: Robert Brule, First Selectman

Town of Waterford

15 Rope Ferry Rd

Waterford, CT 06385

Subject: Appropriation for the April 2, 2024 Presidential Preference Primary

Dear Mr. Brule,

We respectfully request an appropriation in the amount of \$10,930 to cover expenses incurred in the April 2, 2024 Presidential Preference Primary. Primaries are not covered in our budget.

It should be disbursed as follows:

\$7,305 To LI 10102-51320, Election Activities

\$ 559 To LI 10102-51920, F.I.C.A.

\$3,066 To LI 10102-53020

Please place on the agenda for the next BOS meeting.

Respectfully,

Patti Waters, ROV

Bigi Ebbin, ROV

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXTENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 GENERAL FUND							
10102 REGISTRAR OF VOTERS							
51010 ELECTED OFFICIALS							
10102 51010	47,848.00	ELECTED OFFICIALS 0.00	47,848.00	54,002.56	0.00	-6,154.56	112.9%
51310 VOTER REGISTRATION							
10102 51310	4,000.00	VOTER REGISTRATION 0.00	4,000.00	1,710.00	0.00	2,290.00	42.8%
51320 ELECTION ACTIVITIES							
10102 51320	7,345.00	ELECTION ACTIVITIES 0.00	7,345.00	14,650.00	0.00	-7,305.00	199.5%
51920 F.I.C.A.							
10102 51920	4,528.00	F.I.C.A. 0.00	4,528.00	5,331.09	0.00	-803.09	117.7%
52010 ADVERTISING							
10102 52010	1.00	ADVERTISING 0.00	1.00	0.00	0.00	1.00	.0%
52020 POSTAGE							
10102 52020	1,800.00	POSTAGE 0.00	1,800.00	1,612.29	0.00	187.71	89.6%
52030 SERVICE CONT AND REPAIRS							
10102 52040	2,500.00	SERVICE CONT. AND REPAIRS 0.00	2,500.00	2,500.00	0.00	0.00	100.0%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13

	ORIGINAL APPROP	TRANS/ADJUST'S	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52050 DUES, CONFER							
10102 52050	1,680.00	DUES, CONFERENCES & EDUCAT 0.00	1,680.00	1,080.00	0.00	600.00	64.3%
52070 REIMBURSABLE EXPENSES							
10102 52070	401.00	REIMBURSABLE EXPENSES 0.00	401.00	433.73	0.00	-32.73	108.2%
53020 OTHER SUPPLIES							
10102 53020	9,384.00	OTHER SUPPLIES 0.00	9,384.00	11,649.65	0.00	-2,265.65	124.1%
54180 VOTING MACHINES							
10102 54180	1.00	VOTING MACHINES 0.00	1.00	0.00	0.00	1.00	.0%
TOTAL REGISTRAR OF VOTERS	79,488.00	0.00	79,488.00	92,969.32	0.00	-13,481.32	117.0%
TOTAL GENERAL FUND	79,488.00	0.00	79,488.00	92,969.32	0.00	-13,481.32	117.0%
TOTAL EXPENSES	79,488.00	0.00	79,488.00	92,969.32	0.00	-13,481.32	
GRAND TOTAL	79,488.00	0.00	79,488.00	92,969.32	0.00	-13,481.32	117.0%

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

#5 ~~211~~
#6

Waterford Youth & Family Services

To: Kimberly Allen, Director of Finance
From: Dani Gorman, Human Services Administrator
Cc: First Selectman Rob Brule
Re: Additional Appropriation to Youth and Family Services
Date: May 29, 2024

I respectfully request that you review and make a recommendation to the Board of Selectmen for consideration regarding the following items;

1. On behalf of the Waterford Youth Services Advisory Board, I respectfully request that the \$5,000 stipend provided to Youth and Family Services annually by the Board of Education be appropriated to the department to supplement the professional fees line. #5
 - While the stipend is noted in the department's annual budget presentation as revenue on the 51000 series page, it is assigned to a line item (LI 10119-48719) within the general fund; not permitting us to expend it. Like in fiscal year 2022 & 2023, I respectfully request that the \$5,000 be provided to the department, as the Board of Education intended, to help us pay for the unprecedented demand for our services.
 - **On behalf of the Youth and Family Services Advisory Board, I ask that the \$5,000 be appropriated to Line Item 10119-51210.**

Once you have reviewed this request, I respectfully ask that you move this forward to the Board of Selectmen with your recommendation.

2. Similarly, we respectfully request that the grant provided to us by the Department of Children and Families (annually) in the amount of \$14,103 be appropriated to the department to offset the cost for salaries. #6
 - While the grant is noted on the revenue page of our budget presentation for Youth and Family Services, it is assigned to line item 10119-44480 within the general budget when the money is deposited electronically from the State of Connecticut in 4 quarterly payments; not permitting us to expend it.
 - The narrative of the grant defines how we will expend these funds within our department. The grant is also audited by the State of Connecticut and reviewed by the Town's auditors.
 - **We respectfully ask that the amount of the total grant \$14,103 be appropriated to Line Item 10119-51210.**

Once you have reviewed this request, I respectfully ask that you move this forward to the Board of Selectmen with your recommendation.

#7

TOWN OF WATERFORD

TRANSFER REQUEST FORM

Out of Series Transfer Request

Assessor
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10104	52050	TO PAY FOR ASSESSOR SCHOOL MILEAGE		440.00		440.00
2	10104	53200	MV PRICING PROCESS SUBJECT TO CHANGE			(440.00)	(440.00)
							0.00
TOTAL					440.00	(440.00)	

Explanation

DUE TO PENDING LEGISLATION, WE ARE LED TO BELIEVE THAT THE MV PRICING PROCESS WILL BE RECONFIGURED AND VEHICLES WILL BE PRICED BY MSRP

Paige Walton
Department Head
Kim Allen
Director of Finance

6/12/2024
Date
6/12/24
Date

First Selectman

Date

Commission/Board Approval

Date

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13						
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET % USED
101 GENERAL FUND						
10101 ASSESSOR						
51110 ADMINISTRATION						
10104 51110	192,597.00	ADMINISTRATION 0.00	192,597.00	189,381.65	0.00	3,215.35 98.3%
51210 CLERICAL AND TECHNICAL						
10104 51210	66,342.00	CLERICAL AND TECHNICAL 0.00	66,342.00	60,748.50	0.00	5,593.50 91.6%
51920 F.I.C.A.						
10104 51920	19,809.00	F.I.C.A. 0.00	19,809.00	18,606.73	0.00	1,202.27 93.9%
52010 ADVERTISING						
10104 52010	400.00	ADVERTISING -168.00	232.00	231.95	0.00	0.05 100.0%
52020 POSTAGE						
10104 52020	1,650.00	POSTAGE 0.00	1,650.00	1,438.70	0.00	211.30 87.2%
52030 PROFESSIONAL FEES						
10104 52030	250.00	PROFESSIONAL FEES 0.00	250.00	205.49	0.00	44.51 82.2%
52040 SERVICE CONT. AND REPAIRS						
10104 52040	6,236.00	SERVICE CONT. AND REPAIRS 1,368.00	7,604.00	7,338.89	0.00	265.11 96.5%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52050 DUES CONFER						
10104 52050	DUES, CONFERENCES & EDUCAT -400.00	2,455.00	2,558.52	0.00	-103.52	104.2%
53020 OTHER SUPPLIES						
10104 53020	OTHER SUPPLIES 0.00	150.00	137.94	0.00	12.06	92.0%
53200 PRICING BOOKS						
10104 53200	PRICING BOOKS -800.00	1,059.00	0.00	0.00	1,059.00	.0%
TOTAL ASSESSOR						
292,148.00		292,148.00	280,648.37	0.00	11,499.63	96.1%
TOTAL GENERAL FUND						
292,148.00		292,148.00	280,648.37	0.00	11,499.63	96.1%
TOTAL EXPENSES						
292,148.00		292,148.00	280,648.37	0.00	11,499.63	
GRAND TOTAL						
292,148.00		292,148.00	280,648.37	0.00	11,499.63	96.1%

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

FINANCE DEPARTMENT

Memo

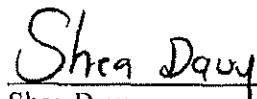
To: The Board of Selectmen
From: Shea Davy
Date: June 13, 2024
Re: Award- Bid#23-137 Clark Lane Middle School Chiller Replacement

Dear Mr. Brule:

Proposals for the above mentioned project were opened on January 11, 2024 by Rebecca Hall and I with the attached results. After careful review of proposals, it is determined that Tucker Mechanical, is the lowest most qualified bidder able to complete this project.

I therefore respectfully seek the Board's approval to award the contract to Tucker Mechanical for \$859,545.00.

Funds will be available in line # 20560-55020, CLMS Chiller Replacements.



Shea Davy
Purchasing Agent,
Town of Waterford



June 13, 2024

Emailed

Mr. Joseph Mancini
Director of Finance & Operations
Waterford Public Schools
15 Rope Ferry Road
Waterford, CT 06385

Project: Clark Lane Middle School
RE: Chiller Replacements-Contractor Recommendation
van Zelm # 2019141.02

Dear Joe:

We have reviewed the updated Tucker Mechanical proposal (attached) for the replacement of the two Chillers at Clark Lane Middle School.

Our understanding is that the deduct alternate (taco air separator) and the two add alternates (Nema 4X disconnects and the Sound Wall) were not taken.

Based on our review of the proposal, we take no exceptions to awarding the Contract to Tucker Mechanical.

If you have any questions, feel free to call anytime on my cell phone at (860) 729-1807.

Very truly yours,

VAN ZELM HEYWOOD & SHADFORD, INC.

A handwritten signature in black ink that reads "Bill Donald". The signature is written in a cursive, flowing style.

Bill Donald
Team Leader-Commissioning Services
Certified Building Commissioning Professional (CBCP®)

cc: Rob Ayer - van Zelm

T:\2019\2019141 02\Finance\Clark Lane Chillers- Contractor Recommendation 06-13-24.docx

VAN ZELM HEYWOOD & SHADFORD, INC.

1200 CONVERSE STREET
LONGMEADOW, MA 01106
P: 617.218.9975

10 TALCOTT NOTCH
FARMINGTON, CT 06032
P: 860.284.5064
www.vanzelm.com

862 BRAWLEY SCHOOL ROAD, SUITE 207
MOORESVILLE, NC 28117
P: 704-896-0407



Customer Name

Town of Waterford

Proposal

Address

105 Clark Lane
Waterford Ct

Tucker Quote # PE-000233.1

Date 6/6/2024

Attn:

Brandishea Davy Purchasing

Please Contact Brian Mohyde 203.630.7268
If You have any Questions

We are pleased to offer our quotation for the following:

Description of Work:

- 1) Isolate, reclaim refrigerant and fluids and disconnect electrical and controls systems.
 - 2) Remove chillers 1 and 2 and replace with new Trane units per schedule.
 - 3) Provide new (4 total) isolation butterfly valves. New piping connection will be done in Victaulic.
 - 4) Install new air separator, differential pressure control, and expansion tank.
 - 5) Provide all related electrical power wiring and temperature controls integration.
 - 6) Flush new piping and provide pump flow balancing.
 - 7) Disposal of all old equipment, piping and debris.
 - 8) Provide new pipe insulation and pump casing and chiller related piping per spec.
 - 9) Check glycol concentration and document.
 - 10) Carry factory startup, 1 year parts and labor warranty on equipment and materials.
 - 11) Include customer system overview and training per contract documents.
- Note at time of bid chiller build and delivery time is estimated at 40 weeks from issue of PO.

****Alternate Deduct of \$7,475.00 if Taco air separator and expansion tank used.****

****Add Alternate of \$30,000.00 if specified disconnects (Nema 4X) are required in lieu of Nema 3**

****Add alternate cost for Sound Wall \$19,500.00.00****

All work is priced to be performed Mon-Fri 7am-330pm

Job Location

Clark Lane Elementary School

The following items are not included

Roofing work

- Acoustical ceiling tiles, grid and related components removal or replacement
- Building permits
- Engineering or other related documents required to obtain permits
- Customer required safety training not specified in writing at time of bid
- Daily safety briefs exceeding 30mins per man billed additionally
- Asbestos testing or removal
- Overtime labor

Our pricing does not cover any costs that may be incurred due to hazardous material

Our Price for the work as described above is in the amount of \$ 859,545

This proposal does not include Connecticut Tax on material and labor.

This proposal is valid for 120 days after which time it is subject to review

Terms of Payment - Balance in full upon completion.

Accepted By _____

Title _____

Date _____

Customer PO _____

Shea Davy

From: Joseph Mancini <jmancini@waterfordschools.org>
Sent: Tuesday, June 11, 2024 1:56 PM
To: Shea Davy; Donald, Bill
Cc: Ayer, Robert E.; Jay Miner
Subject: RE: Current Bid Cost Clark Lane Chiller

CAUTION: This email originated from outside of the organization.

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So roughly \$15K over their original bid. From a budgetary perspective this fits.

Joe

From: Shea Davy [mailto:bdavy@waterfordct.org]
Sent: Tuesday, June 11, 2024 1:31 PM
To: Donald, Bill <WDonald@vanzelm.com>
Cc: Ayer, Robert E. <RAyer@vanzelm.com>; Jay Miner <jminer@waterfordschools.org>; Joseph Mancini <jmancini@waterfordschools.org>
Subject: FW: Current Bid Cost Clark Lane Chiller
Importance: High

Good afternoon,

Please see the attached pricing and the email below from Tucker Mechanical.

Thank you.

Shea Davy
Purchasing Agent
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
bdavy@waterfordct.org
860.444.5842
860.440.0579 (fax)



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From: Brian Mohyde <bmohyde@emcor.net>
Sent: Tuesday, June 11, 2024 12:42 PM
To: Shea Davy <bdavy@waterfordct.org>
Subject: Current Bid Cost Clark Lane Chiller

CAUTION: This email originated from outside of the organization.

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Shea sorry for the delay,

Please see revised with any cost increases covered. These costs are for piping, electrical materials, crane and labor increases that will come into effect next year. The equipment price held. This equipment has a 40 week lead time. Any questions please call me anytime.

Thank You

Brian Mohyde
Project Manager Service Department
Cell- 203-537-2178
Desk- 203-630-7268
Email- Bmohyde@Emcor.net



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Shea Davy

From: Donald, Bill <WDonald@vanzelm.com>
Sent: Friday, February 9, 2024 3:23 PM
To: Shea Davy; Joseph Mancini
Cc: Ayer, Robert E.; Jay Miner
Subject: RE: Bid 23-137 Chillers Replacement

CAUTION: This email originated from outside of the organization.

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Shea/Joe,

As discussed I reached out to Tucker Mechanical to clarify a couple things. I spoke with Brian Mohyde and he confirmed the following:

1. Tucker's bid is based on the specified Trane chillers.
2. There is an additional deduct opportunity if we go with Taco pumps. Note: vanZelm would want to see the shop drawing before we can agree to take \$7,475 off the base price of \$840, 445.

Also, Rob Ayer checked with the Trane Rep and he has confirmed that the delivery time is 36-40 weeks for the chillers.

Feel free to call anytime if you have any questions.

Have a good weekend.

Bill Donald
Team Leader-Commissioning Services
van Zelm Heywood & Shadford, Inc.
T: (860) 284-5064 | D: (860) 764-0611 | C: (860) 729-1807
www.vanzelm.com | [LinkedIn](#)

From: Shea Davy <bdavy@waterfordct.org>
Sent: Monday, February 5, 2024 1:35 PM
To: Donald, Bill <WDonald@vanzelm.com>
Cc: Ayer, Robert E. <RAyer@vanzelm.com>; Jay Miner <jminer@waterfordschools.org>; Joseph Mancini <jmancini@waterfordschools.org>
Subject: RE: Bid 23-137 Chillers Replacement

Yes, please. Thank you.

Shea Davy
Purchasing Agent
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
bdavy@waterfordct.org
860.444.5842

860.440.0579 (fax)



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From: Donald, Bill <WDonald@vanzelm.com>
Sent: Monday, February 5, 2024 1:34 PM
To: Shea Davy <bdavy@waterfordct.org>
Cc: Ayer, Robert E. <RAyer@vanzelm.com>; Jay Miner <jminer@waterfordschools.org>; Joseph Mancini <jmancini@waterfordschools.org>
Subject: RE: Bid 23-137 Chillers Replacement

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.

Shea,

Rob and I are good for Friday at 2PM. Shall I send out a Zoom invite to everyone?

Bill Donald
Team Leader-Commissioning Services
van Zelm Heywood & Shadford, Inc.
T: (860) 284-5064 | D: (860) 764-0611 | C: (860) 729-1807
www.vanzelm.com | [LinkedIn](#)

From: Shea Davy <bdavy@waterfordct.org>
Sent: Monday, February 5, 2024 1:05 PM
To: Donald, Bill <WDonald@vanzelm.com>
Cc: Ayer, Robert E. <RAyer@vanzelm.com>; Jay Miner <jminer@waterfordschools.org>; Joseph Mancini <jmancini@waterfordschools.org>
Subject: RE: Bid 23-137 Chillers Replacement

I am available between that time does 2pm work?

Shea Davy
Purchasing Agent
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
bdavy@waterfordct.org
860.444.5842
860.440.0579 (fax)



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From: Donald, Bill <WDonald@vanzelm.com>
Sent: Monday, February 5, 2024 10:13 AM
To: Shea Davy <bdavy@waterfordct.org>
Cc: Ayer, Robert E. <RAyer@vanzelm.com>; Jay Miner <jminer@waterfordschools.org>; Joseph Mancini <jmancini@waterfordschools.org>
Subject: RE: Bid 23-137 Chillers Replacement

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.

Hi Shea,

Could we have the Zoom meeting on Friday (02/09) between 1:30-4PM?

Bill Donald
Team Leader-Commissioning Services
van Zelm Heywood & Shadford, Inc.
T: (860) 284-5064 | D: (860) 764-0611 | C: (860) 729-1807
www.vanzelm.com | [LinkedIn](#)

From: Shea Davy <bdavy@waterfordct.org>
Sent: Tuesday, January 30, 2024 1:32 PM
To: Donald, Bill <WDonald@vanzelm.com>
Cc: Ayer, Robert E. <RAyer@vanzelm.com>; Jay Miner <jminer@waterfordschools.org>; Joseph Mancini <jmancini@waterfordschools.org>
Subject: RE: Bid 23-137 Chillers Replacement

Thank you Bill.

Shea Davy
Purchasing Agent
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
bdavy@waterfordct.org
860.444.5842
860.440.0579 (fax)



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From: Donald, Bill <WDonald@vanzelm.com>
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Shea,
I am free the morning of 02/08 and anytime on 02/09.

Rob is away this week so I will check with him when he returns on Monday morning so we can lock in a date/time.

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Subject: Bid 23-137 Chillers Replacement

Good afternoon,

I am attaching a copy of each of the 5 bids received from today's bid opening for the Chillers Replacement project. I will also attach the bid tabulation sheet. I am going to try my best to send this in one email if allowed.

Thank you. Please let me know if you would like to pick up or if you would like for me to send you a physical copy.

Have a great night!

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Tabulation Sheet Bid#23-137 Chillers Replacement Clark Lane Middle School January 11, 2024 @ 1 p.m.		
Entity	Bid Pricing	Notes
Action Air Systems	\$944,444.00	Add Alternate #1 \$18,956.00
F + F Mechanical Service, LLC	\$894,494.00	Add Alternate-sound absorpion \$19,998.00
Air Temp Mechanical Services, Inc.	\$935,000.00	Add Alternate #1 \$14,000.00
McKenney Mechanical Contractors, Inc.	\$1,033,351.00	Add Alternate #1 \$20,596.00
Tucker Mechanical, Inc.	\$840,445.00	Add Alt-Sound Wall \$19,500.00 Add Alternate if specified disconnects (Nema 4X) are required in lieu of Nema 1 \$30,000.00. Alt deduct \$7,475.00 if loco air need

FINANCE DEPARTMENT

Memo

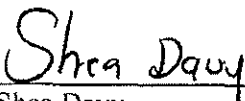
To: The Board of Selectmen
From: Shea Davy
Date: June 13, 2024
Re: Award-Bid#23-137 Clark Lane Middle School Chiller Replacement

Dear Mr. Brule:

Proposals for the above mentioned project were opened on January 11, 2024 by Rebecca Hall and I with the attached results. After careful review of proposals, it is determined that Tucker Mechanical, is the lowest most qualified bidder able to complete this project.

I therefore respectfully seek the Board's approval to award the contract to Tucker Mechanical for \$859,545.00.

Funds will be available in line # 20560-55020, CLMS Chiller Replacements.



Shea Davy
Purchasing Agent,
Town of Waterford



June 13, 2024

Emailed

Mr. Joseph Mancini
Director of Finance & Operations
Waterford Public Schools
15 Rope Ferry Road
Waterford, CT 06385

Project: Clark Lane Middle School
RE: Chiller Replacements-Contractor Recommendation
van Zelm # 2019141.02

Dear Joe:

We have reviewed the updated Tucker Mechanical proposal (attached) for the replacement of the two Chillers at Clark Lane Middle School.

Our understanding is that the deduct alternate (taco air separator) and the two add alternates (Nema 4X disconnects and the Sound Wall) were not taken.

Based on our review of the proposal, we take no exceptions to awarding the Contract to Tucker Mechanical.

If you have any questions, feel free to call anytime on my cell phone at (860) 729-1807.

Very truly yours,

VAN ZELM HEYWOOD & SHADFORD, INC.

A handwritten signature in black ink that reads "Bill Donald".

Bill Donald
Team Leader-Commissioning Services
Certified Building Commissioning Professional (CBCP®)

cc: Rob Ayer - van Zelm

T:\2019\2019141 02\Finance\Clark Lane Chillers- Contractor Recommendation 06-13-24.docx

VAN ZELM HEYWOOD & SHADFORD, INC.

1200 CONVERSE STREET
LONGMEADOW, MA 01106
P: 617.218.9976

10 TALCOTT NOTCH
FARMINGTON, CT 06032
P: 860.284.5064
www.vanzelm.com

862 BRAWLEY SCHOOL ROAD, SUITE 207
MOORESVILLE, NC 28117
P: 704.896-0407



Customer Name

Town of Waterford

Proposal

Address

105 Clark Lane
Waterford Ct

Tucker Quote # PE-000233.1

Date 6/6/2024

Attn:

Brandishea Davy Purchasing

Please Contact Brian Mohyde 203.630.7268

If You have any Questions

We are pleased to offer our quotation for the following:

Description of Work:

- 1) Isolate, reclaim refrigerant and fluids and disconnect electrical and controls systems.
 - 2) Remove chillers 1 and 2 and replace with new Trane units per schedule.
 - 3) Provide new (4 total) isolation butterfly valves. New piping connection will be done in Victaulic.
 - 4) Install new air separator, differential pressure control, and expansion tank.
 - 5) Provide all related electrical power wiring and temperature controls integration.
 - 6) Flush new piping and provide pump flow balancing.
 - 7) Disposal of all old equipment, piping and debris.
 - 8) Provide new pipe insulation and pump casing and chiller related piping per spec.
 - 9) Check glycol concentration and document.
 - 10) Carry factory startup, 1 year parts and labor warranty on equipment and materials.
 - 11) Include customer system overview and training per contract documents.
- Note at time of bid chiller build and delivery time is estimated at 40 weeks from issue of PO.

****Alternate Deduct of \$7,475.00 if Taco air separator and expansion tank used.****

****Add Alternate of \$30,000.00 if specified disconnects (Nema 4X) are required in lieu of Nema 3**

****Add alternate cost for Sound Wall \$19,500.00.00****

All work is priced to be performed Mon-Fri 7am-330pm

Job Location

Clark Lane Elementary School

The following items are not included

Roofing work

Acoustical ceiling tiles, grid and related components removal or replacement

Building permits

Engineering or other related documents required to obtain permits

Customer required safety training not specified in writing at time of bid

Daily safety briefs exceeding 30mins per man billed additionally

Asbestos testing or removal

Overtime labor

Our pricing does not cover any costs that may be incurred due to hazardous material

Our Price for the work as described above is in the amount of \$ 859,545

This proposal does not include Connecticut Tax on material and labor.

This proposal is valid for 120 days after which time it is subject to review

Terms of Payment - Balance in full upon completion.

Accepted By _____

Title _____

Date _____

Customer PO _____

Shea Davy

From: Joseph Mancini <jmancini@waterfordschools.org>
Sent: Tuesday, June 11, 2024 1:56 PM
To: Shea Davy; Donald, Bill
Cc: Ayer, Robert E.; Jay Miner
Subject: RE: Current Bid Cost Clark Lane Chiller

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So roughly \$15K over their original bid. From a budgetary perspective this fits.

Joe

From: Shea Davy [mailto:bdavy@waterfordct.org]
Sent: Tuesday, June 11, 2024 1:31 PM
To: Donald, Bill <WDonald@vanzelm.com>
Cc: Ayer, Robert E. <RAyer@vanzelm.com>; Jay Miner <jminer@waterfordschools.org>; Joseph Mancini <jmancini@waterfordschools.org>
Subject: FW: Current Bid Cost Clark Lane Chiller
Importance: High

Good afternoon,

Please see the attached pricing and the email below from Tucker Mechanical.

Thank you.

Shea Davy
Purchasing Agent
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
bdavy@waterfordct.org
860.444.5842
860.440.0579 (fax)



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From: Brian Mohyde <bmohyde@emcor.net>
Sent: Tuesday, June 11, 2024 12:42 PM
To: Shea Davy <bdavy@waterfordct.org>
Subject: Current Bid Cost Clark Lane Chiller

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Shea sorry for the delay,

Please see revised with any cost increases covered. These costs are for piping, electrical materials, crane and labor increases that will come into effect next year. The equipment price held. This equipment has a 40 week lead time. Any questions please call me anytime.

Thank You

Brian Mohyde
Project Manager Service Department
Cell- 203-537-2178
Desk- 203-630-7268
Email- Bmohyde@Emcor.net



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Shea Davy

From: Donald, Bill <WDonald@vanzelm.com>
Sent: Friday, February 9, 2024 3:23 PM
To: Shea Davy; Joseph Mancini
Cc: Ayer, Robert E.; Jay Miner
Subject: RE: Bid 23-137 Chillers Replacement

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Shea/Joe,

As discussed I reached out to Tucker Mechanical to clarify a couple things. I spoke with Brian Mohyde and he confirmed the following:

1. Tucker's bid is based on the specified Trane chillers.
2. There is an additional deduct opportunity if we go with Taco pumps. Note: vanZelm would want to see the shop drawing before we can agree to take \$7,475 off the base price of \$840, 445.

Also, Rob Ayer checked with the Trane Rep and he has confirmed that the delivery time is 36-40 weeks for the chillers.

Feel free to call anytime if you have any questions.

Have a good weekend.

Bill Donald

Team Leader-Commissioning Services

van Zelm Heywood & Shadford, Inc.

T: (860) 284-5064 | D: (860) 764-0611 | C: (860) 729-1807

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From: Shea Davy <bdavy@waterfordct.org>
Sent: Monday, February 5, 2024 1:35 PM
To: Donald, Bill <WDonald@vanzelm.com>
Cc: Ayer, Robert E. <RAyer@vanzelm.com>; Jay Miner <jminer@waterfordschools.org>; Joseph Mancini <jmancini@waterfordschools.org>
Subject: RE: Bid 23-137 Chillers Replacement

Yes, please. Thank you.

Shea Davy
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Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
bdavy@waterfordct.org
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Sent: Monday, February 5, 2024 1:34 PM
To: Shea Davy <bdavy@waterfordct.org>
Cc: Ayer, Robert E. <RAyer@vanzelm.com>; Jay Miner <jminer@waterfordschools.org>; Joseph Mancini <jmancini@waterfordschools.org>
Subject: RE: Bid 23-137 Chillers Replacement

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Shea,

Rob and I are good for Friday at 2PM. Shall I send out a Zoom invite to everyone?

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Subject: RE: Bid 23-137 Chillers Replacement

I am available between that time does 2pm work?

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Hi Shea,

Could we have the Zoom meeting on Friday (02/09) between 1:30-4PM?

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Tucker Mechanical, Inc.	\$840,445.00	Add All-Sound Watt \$19,500.00 Add Alternate If specified disconnect (Nema 4X) are required in lieu of Nema 3 \$30,000.00. - All deduct \$7,475.00 If taco air need

TOWN OF WATERFORD TRANSFER REQUEST FORM

Inter-Department Transfer
Out of Services Transfer Request

TAX COLLECTOR _____
DEPARTMENT _____

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
								0.00
1	10106	52020	POSTAGE	7,500.00	(1,405.99)	2,000.00		594.01
2	10106	52030	PROFESSIONAL FEES	21,646.00	(6,240.72)	6,300.00		59.28
3	10106	53010	OFFICE SUPPLIES	50.00	(329.40)	330.00		0.60
4	10106	54060	OFFICE EQUIPMENT	0.00	(2,329.06)	2,340.00		10.94
5	10112	52200	WORKERS COMP INSURANC	704,267.00	100,964.16		(10,970.00)	89,994.16
								0.00
				TOTAL		10,970.00	(10,970.00)	

Explanation

Postage rates increased after approved budget.

QDS increases due to increased cost of tax mailings.

Additional office supplies needed to maintain office.

New cash counting/counterfeit machine needed unexpectedly to replace broken machine.

Department Head _____

Date _____

Director of Finance _____

Date _____

First Selectman _____

Date _____

Commission/Board Approval _____

Date _____

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13									
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
101 GENERAL FUND									
10106 TAX COLLECTOR									
51010 ELECTED OFFICIALS									
10106 51010	87,255.00	ELECTED OFFICIALS 0.00	87,255.00	81,449.21	0.00	5,805.79	93.3%		
51210 CLERICAL AND TECHNICAL									
10106 51210	85,437.00	CLERICAL AND TECHNICAL 0.00	85,437.00	80,094.20	0.00	5,342.80	93.7%		
51920 F.I.C.A.									
10106 51920	13,211.00	F.I.C.A.	13,211.00	11,689.71	0.00	1,541.29	88.3%		
52010 ADVERTISING									
10106 52010	675.00	ADVERTISING	675.00	544.95	0.00	130.05	80.7%		
52020 POSTAGE									
10106 52020	7,500.00	POSTAGE	7,500.00	8,905.99	0.00	-1,405.99	118.7%		
52030 PROFESSIONAL FEES									
10106 52030	21,646.00	PROFESSIONAL FEES 0.00	21,646.00	27,886.72	0.00	-6,240.72	128.8%		
52040 SERVICE CONT. AND REPAIRS									
10106 52040	1,146.00	SERVICE CONT. AND REPAIRS 0.00	1,146.00	1,081.44	0.00	64.56	94.4%		

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13						
ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52050 DUES CONFER						
10106 52050	DUES, CONFERENCES & EDUCATION 0.00	945.00	945.00	0.00	0.00	100.0%
53010 OFFICE SUPPLIES						
10106 53010	OFFICE SUPPLIES 0.00	50.00	379.40	0.00	-329.40	758.8%
54060 OFFICE EQUIPMENT						
10106 54060	OFFICE EQUIPMENT 0.00	0.00	2,329.06	0.00	-2,329.06	100.0%
TOTAL TAX COLLECTOR						
	217,865.00	0.00	215,285.68	0.00	2,579.32	98.8%
TOTAL GENERAL FUND						
	217,865.00	0.00	215,285.68	0.00	2,579.32	98.8%
TOTAL EXPENSES						
	217,865.00	0.00	215,285.68	0.00	2,579.32	
GRAND TOTAL						
	217,865.00	0.00	215,285.68	0.00	2,579.32	98.8%

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

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13									
	ORIGINAL APPROP	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
101 GENERAL FUND									
10112 INSURANCE									
52200 WORKER'S COMP. INS. PREM.									
10112 52200	718,436.00	WORKER'S COMP. INS. PREM. -14,169.00	704,267.00	582,416.84	20,886.00	100,964.16	85.7%		
52201 LIABILITY/AUTO/PROPERTY									
10112 52201	760,738.00	LIABILITY/AUTO/PROPERTY 0.00	760,738.00	593,966.00	1,502.00	165,270.00	78.3%		
52240 UNEMPLOYMENT COMPENSATION									
10112 52240	10,000.00	UNEMPLOYMENT COMPENSATION 0.00	10,000.00	4,203.64	0.00	5,796.36	42.0%		
52250 DEDUCTIBLE COVERAGE									
10112 52250	20,000.00	DEDUCTIBLE COVERAGE 0.00	20,000.00	4,060.00	0.00	15,940.00	20.3%		
52251 HEALTHCARE									
10112 52251	3,569,431.00	HEALTHCARE 0.00	3,569,431.00	3,542,452.64	0.00	26,978.36	99.2%		
52252 LONG TERM DISABILITY									
10112 52252	5,052.00	LONG TERM DISABILITY 0.00	5,052.00	3,206.75	0.00	1,845.25	63.5%		
52253 LIFE INSURANCE									
10112 52253	22,200.00	LIFE INSURANCE 0.00	22,200.00	19,207.11	1,693.10	1,299.79	94.1%		

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13						
ORIGINAL APPROP	TRANS/ADJUSMIS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL INSURANCE						
5,105,857.00	-14,169.00	5,091,688.00	4,749,512.98	24,081.10	318,093.92	93.6%
TOTAL GENERAL FUND						
5,105,857.00	-14,169.00	5,091,688.00	4,749,512.98	24,081.10	318,093.92	93.6%
TOTAL EXPENSES						
5,105,857.00	-14,169.00	5,091,688.00	4,749,512.98	24,081.10	318,093.92	
GRAND TOTAL						
5,105,857.00	-14,169.00	5,091,688.00	4,749,512.98	24,081.10	318,093.92	93.6%

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

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

Emergency Management
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	Budget Transfer INCREASE	Budget Transfer DECREASE	REVISED Budget Amount
1	10122	51440	DISPATCH PERSONNEL	\$ 695,767	\$ 118,401		(11,600.00)	\$ 106,801
2	10122	51110	ADMINISTRATION	\$ 80,380	\$ (982)	\$ 11,600		\$ 10,618
								\$ -
TOTAL						11,600.00	(11,600.00)	

Explanation:

Dispatch Personnel will be under-budget for the year based on 2 vacancies that were filled 6 months into the fiscal year. Administration is over-budget due to the reclassification of the Emergency Management Director position and a salary increase granted after the start of the fiscal year.

Steven Sinagra
Department Head

Kim Allen
Director of Finance

First Selectman

Commission/Board Approval

May 29, 2024
Date

5/31/24
Date

Date

Date

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024-13						
ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101- GENERAL FUND						
10122 EMERGENCY MANAGEMENT						
51110 ADMINISTRATION						
10122 51110	ADMINISTRATION 0.00	80,380.00	81,361.98	0.00	-981.98	101.2%
51210 CLERICAL AND TECHNICAL						
10122 51210	CLERICAL AND TECHNICAL 23,000.00	26,640.00	23,485.87	0.00	3,154.13	88.2%
51240 EDUCATIONAL INCENTIVE						
10122 51240	DISPATCH EDUCATION INCENTIVE 0.00	2,300.00	1,940.00	0.00	360.00	84.3%
51440 DISPATCH						
10122 51440	DISPATCH PERSONNEL -38,000.00	695,767.00	539,365.99	0.00	118,401.01	82.0%
51810 OVERTIME						
10122 51810	DISPATCH OVERTIME 0.00	134,547.00	115,053.91	0.00	19,493.09	85.5%
51823 EMERGENCY PERSONNEL						
10122 51823	EMERGENCY PERSONNEL 0.00	1,800.00	0.00	0.00	1,800.00	.0%
51830 TRAINING & EDUCATION						
10122 51830	TRAINING & EDUCATION 15,000.00	22,335.00	21,256.04	0.00	1,078.96	95.2%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13						
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET
51920 F.I.C.A.						
10122 51920	70,722.00	0.00	70,722.00	57,597.92	0.00	13,124.08
52010 ADVERTISING						
10122 52010	200.00	0.00	200.00	0.00	0.00	200.00
52020 POSTAGE						
10122 52020	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
52030 PROFESSIONAL FEES						
10122 52030	1,000.00	0.00	1,000.00	542.00	0.00	458.00
52040 SERVICE CONT. AND REPAIRS						
10122 52040	36,941.00	0.00	36,941.00	10,079.78	1,045.44	25,815.78
52050 DUES, CONFER						
10122 52050	21,933.00	0.00	21,933.00	8,229.22	0.00	13,703.78
52060 PRINTING						
10122 52060	200.00	0.00	200.00	4.85	0.00	195.15
52080 TELEPHONE						
10122 52080	20,688.00	0.00	20,688.00	18,421.66	1,805.42	460.92

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024-13									
	ORIGINAL APPROP	TRANS/ADJST'S	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
52300 TRAINING & EDUCATION									
10122 52300	2,600.00	TRAINING, EDUCATION & EMERG 0.00	2,600.00	92.37	0.00	2,507.63	3.6%		
52370 CLOTHING OR UNIFORM ALLOW									
10122 52370	4,000.00	DISPATCH CLOTHING ALLOWANCE 0.00	4,000.00	605.70	0.00	3,394.30	15.1%		
52415 GENERATOR MAINTENANCE									
10122 52415	6,200.00	GENERATOR MAINTENANCE 0.00	6,200.00	3,739.69	0.00	2,460.31	60.3%		
53010 OFFICE SUPPLIES									
10122 53010	250.00	OFFICE SUPPLIES 0.00	250.00	238.50	0.00	11.50	95.4%		
53020 OTHER SUPPLIES									
10122 53020	1,030.00	OTHER SUPPLIES 0.00	1,030.00	444.15	0.00	585.85	43.1%		
53090 FUELS AND LUBRICANTS									
10122 53090	1,030.00	FUELS AND LUBRICANTS 0.00	1,030.00	423.64	0.00	606.36	41.1%		
53120 SHELTER SUPPLIES									
10122 53120	600.00	SHELTER SUPPLIES 0.00	600.00	0.00	0.00	600.00	.0%		
53130 RADIOLOGICAL SUPPLIES									
10122 53130	400.00	RADIOLOGICAL SUPPLIES 0.00	400.00	129.85	0.00	270.15	32.5%		

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13						
ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL EMERGENCY MANAGEMENT 1,094,563.00	0.00	1,094,563.00	883,013.12	2,850.86	208,699.02	80.9%
TOTAL GENERAL FUND 1,094,563.00	0.00	1,094,563.00	883,013.12	2,850.86	208,699.02	80.9%
TOTAL EXPENSES 1,094,563.00	0.00	1,094,563.00	883,013.12	2,850.86	208,699.02	
GRAND TOTAL 1,094,563.00	0.00	1,094,563.00	883,013.12	2,850.86	208,699.02	80.9%

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

#11

FINANCE DEPARTMENT

Memo

To: The Board of Selectmen
From: Shea Moses
Date: June 11, 2024
Re: Disposal of Surplus Assets

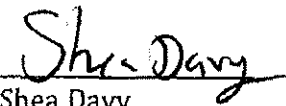
Dear Mr. Brule:

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 the following furniture that has been or are in the process of being replaced. These items include; chairs, tables, kitchen and dining ware (plates, cups, and bowls). All items listed as follows:

- 62 Office Chairs
- 100 plates, cups and bowls
- 18 tables

All items will be disposed of via transfer station with the exception of the kitchenware which will be donated to the NL Meal Center.

Thank you for your consideration


Shea Davy
Purchasing Agent,
Town of Waterford

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

MEMO

To: First Selectman Robert Brule
From: David L. Campo, Town Clerk
Date: June 11, 2024
Re: Auditorium Tables

Mr. Brule,

As soon as it is confirmed that the new furniture has arrived for the auditorium project, I recommend that the eighteen tables currently in use in the auditorium be treated as surplus and removed due to their age and condition.

David L. Campo, CCTC
Waterford Town Clerk

CC: Purchasing Agent Shea Davy

Shea Davy

From: Jim Bartelli
Sent: Tuesday, June 11, 2024 11:58 AM
To: Shea Davy
Cc: Amy Windle
Subject: Office Chairs

Shea,

The Utility Commission recently received 9 office chairs and disposed of the original chairs at the Transfer Station. The original chairs were acquired over the years from various sources and were not on our asset list, therefore no disposition of equipment was requested.

Thank you.

James A. Bartelli

Director of Utilities

Waterford Utility Commission

Office: 860-444-5886

Mobile: 860-460-9108

**Public Works
Department**

Memo

To: She Davy, Purchasing Agent
From: Gary J Schneider, Director of Public Works
cc:
Date: June 10, 2024
Re: Surplus Chairs



The Department received 2 chairs to replace worn and barely serviceable chairs. They were sent to the transfer station for disposal.

It was the Department's assumption since the chairs were not on the asset list, they would be classified as an expendable item, much like a worn shovel or rake and thus would not need the Board of Selectmen approval for disposal.

Procedures have been updated to ensure any material or items such as chairs will be sent to the Purchasing Agent for determination if the Board of Selectmen need to approve disposal.

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

INTER-OFFICE CORRESPONDENCE

DATE: June 10, 2024
TO: Shea Davy, Purchasing Agent
FROM: Jonathan Mullen, Planning Director
RE: Surplus Assets – Chairs

Four office chairs in the Planning & Development office were replaced with new chairs received via an Anthem grant to the Town's Human Resources Department. Two chairs were picked up by an employee of the Public Works Department, one chair was put into the dumpster in the Town Hall parking lot, and the remaining two chairs are being used in the office.

Shea Davy

From: Bigi Ebbin
Sent: Monday, June 10, 2024 10:57 AM
To: Shea Davy
Cc: Patti Waters
Subject: ROV Office - Surplus chairs

Hello:

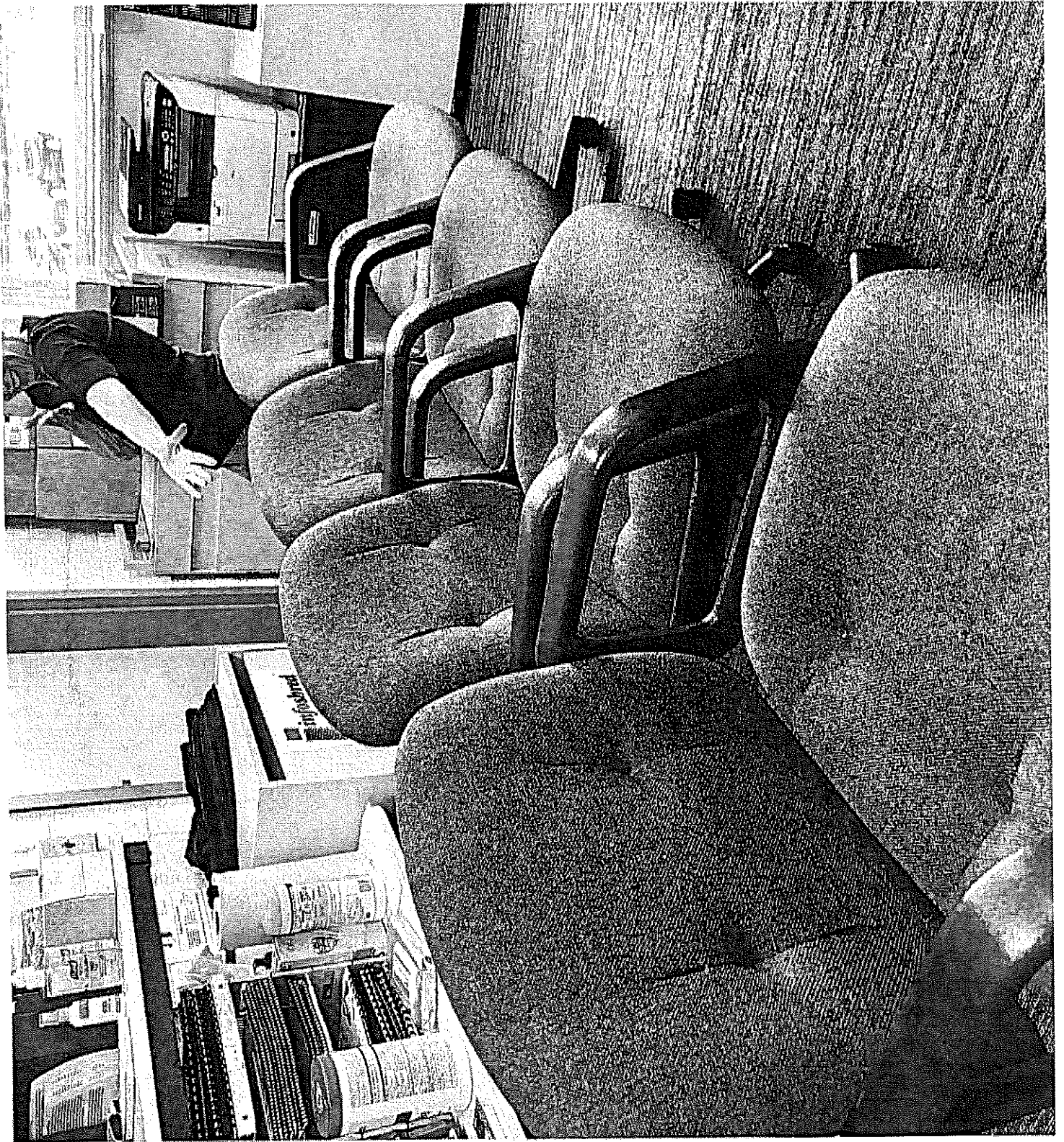
On behalf of the Registrar of Voters office, we are requesting that the following items be placed on the town's surplus list. They are to be replaced with new chairs to be received, that came via an Anthem grant to the Human Resources Department:

- (4) purple and black office chairs.

Thank you,

Bigi Ebbin
Registrar of Voters
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
860-444-5836





Memo

To: Robert Brule, First Selectman
From: Christine Johnson, Library Director
cc:
Re: Surplus Request
Date: June 3, 2024

On behalf of the library, I am requesting that the following two items be approved and placed on the town's surplus list. They were replaced with new chairs received via an Anthem grant to the Town's Human Resources Department:

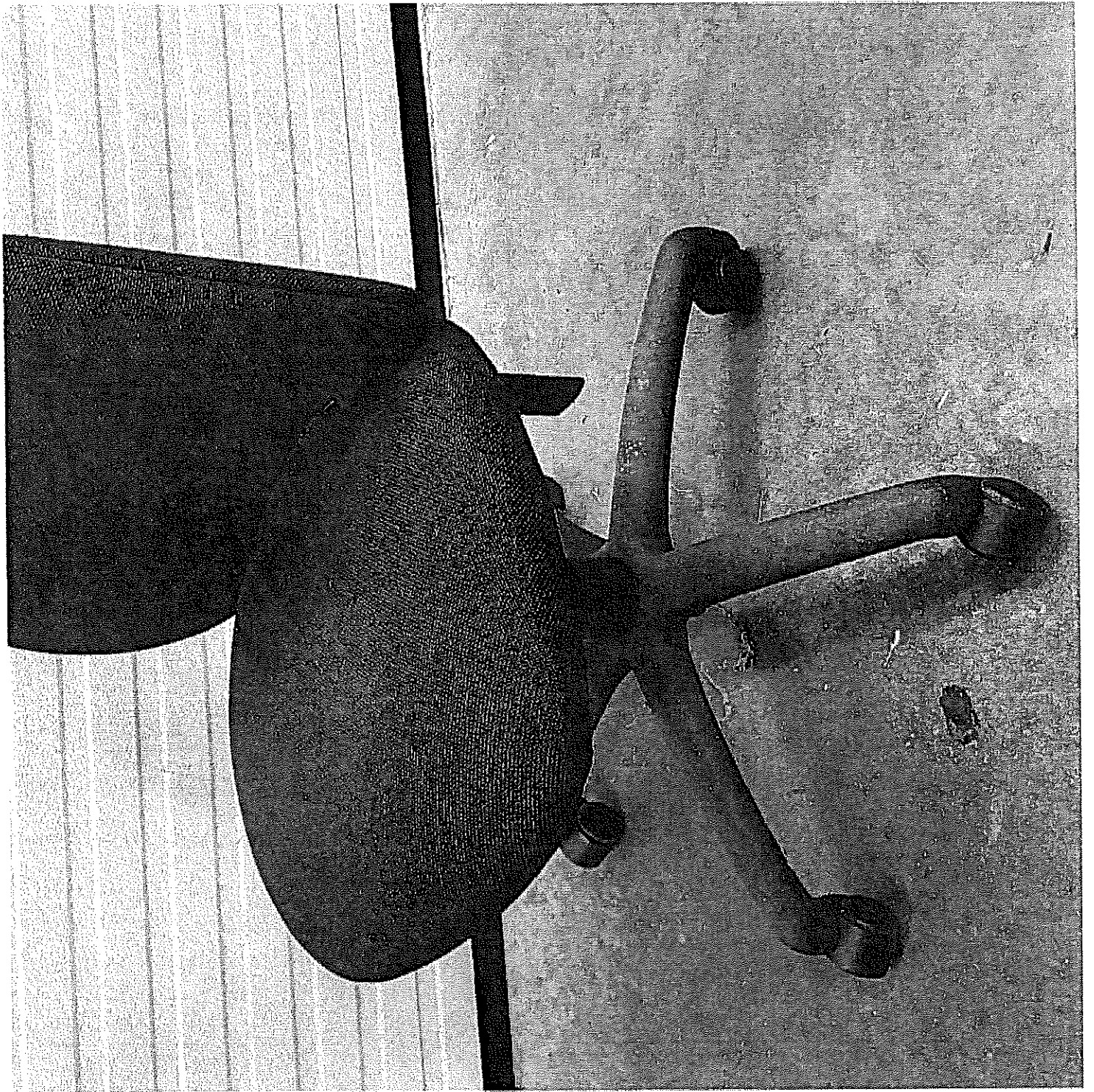
1. Black task office chair
2. Black task office chair with arms

Both items will be disposed of as they have no value to the library or the Town of Waterford.

Respectfully,

Christine M. Johnson





Shea Davy

From: Dani Gorman
Sent: Friday, May 31, 2024 3:08 PM
To: Shea Davy
Cc: Kimberly Allen
Subject: FW: Old Kitchen Supplies and Chairs
Attachments: Old Kitchen Supplies and Chairs.docx

Good Afternoon – Amended

I respectfully ask that consideration be given for the repurposing of items that do not appear on the asset lists for both the Youth and Family Services Department and the Senior Services Department:

Senior Services:

1. 3 office chairs (brand, condition, and types differ) that may be repurposed
2. Disposal of kitchen plates, bowls, cups, and coffee cups that are over 20 years old and no longer in good condition. Quantity: 100 of each. Type: Plastic. All of these items have already been replaced through purchasing. The café manager has asked that we donate them to the NL Meal Center.

Youth and Family Services:

1. 2 chairs (brand, condition, and types differ) that may be repurposed

Respectfully, Dani

Dani E. Gorman
Human Services Administrator
Town of Waterford
Phone: (860)444-5839
Mail Address: 15 Rope Ferry Road, Waterford, CT 06385



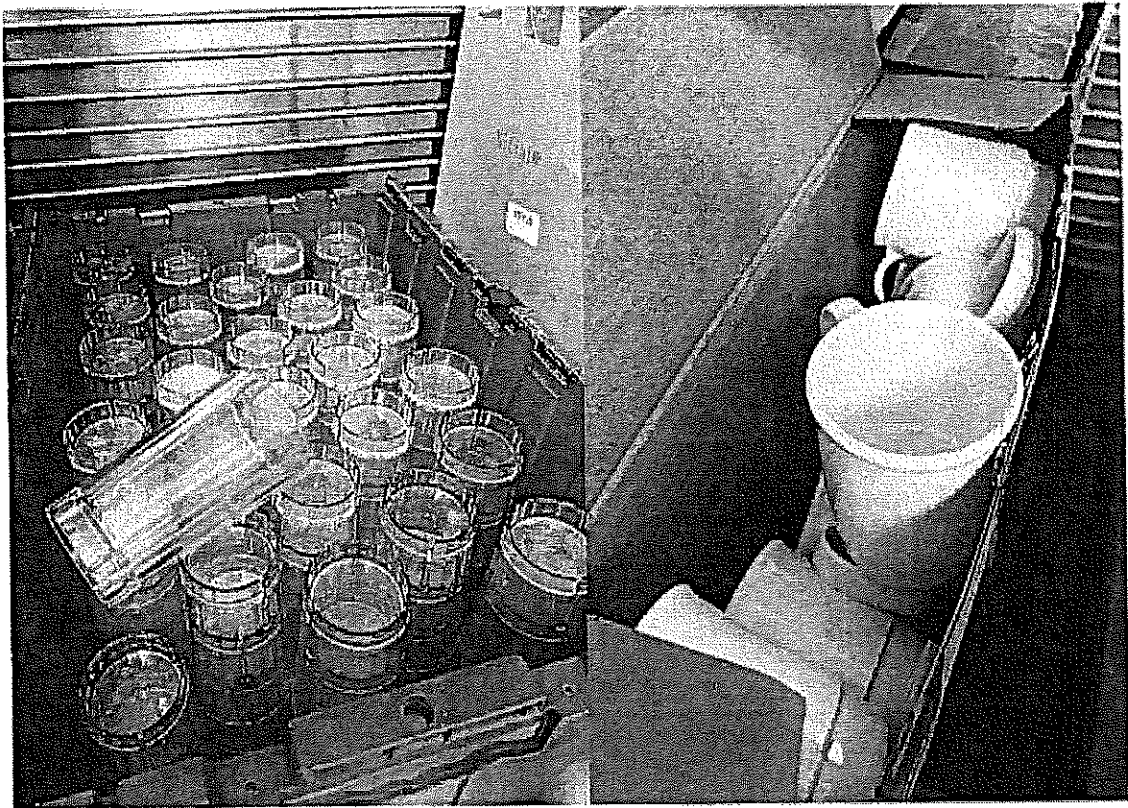
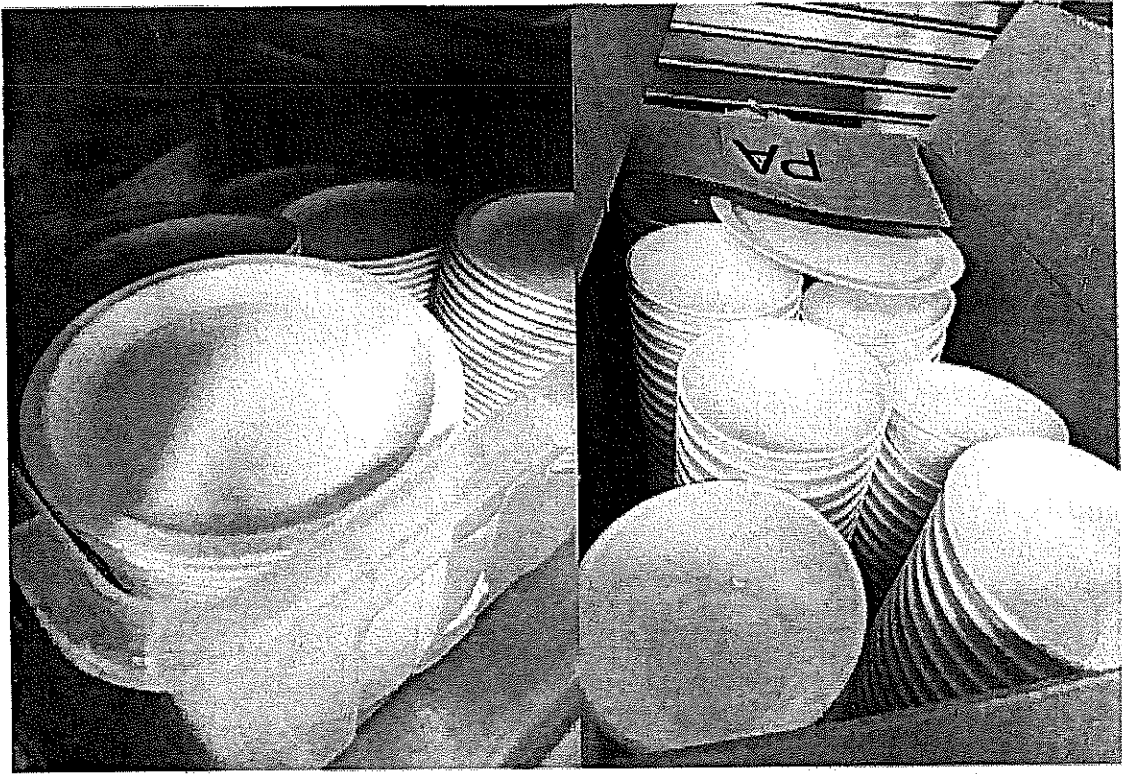
PRIVILEGED AND CONFIDENTIAL: This communication, including attachments, is for the exclusive use of addressee and may contain proprietary, confidential or privileged information. If you are not the intended recipient, any use, copying, disclosure, dissemination or distribution is strictly prohibited. If you're not the intended recipient, please notify the sender immediately by return email and delete this communication and destroy all copies.

From: Michael Buscetto IV <mbuscetto@waterfordct.org>
Sent: Friday, May 31, 2024 2:12 PM
To: Dani Gorman <dgorman@waterfordct.org>
Subject: Old Kitchen Supplies and Chairs

Michael Buscetto IV
Senior Services Supprt Tech
860-444-5839



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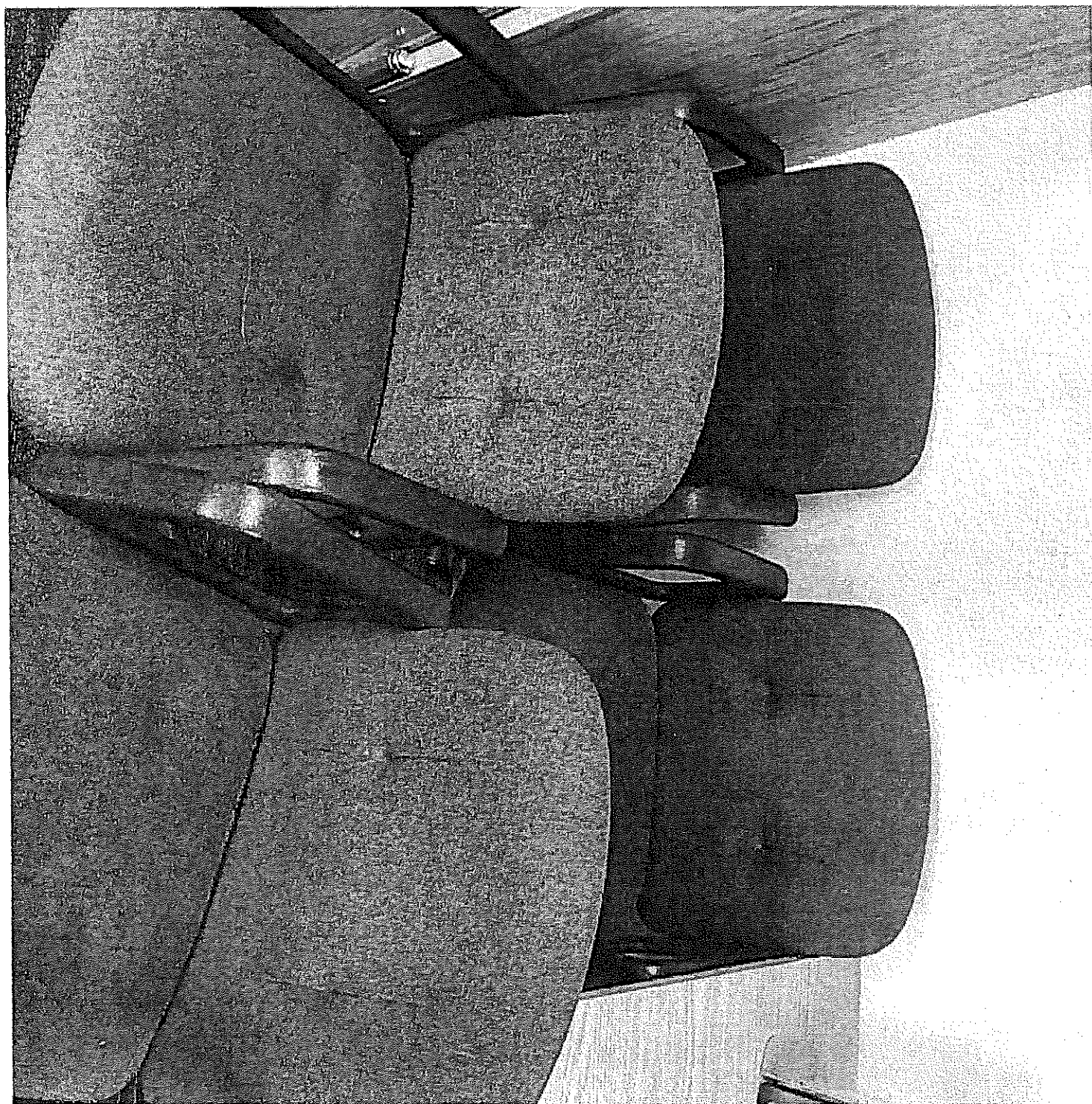




INTERDEPARTMENTAL MEMORANDUM

Date: May 30, 2024
To: Shay Davy, Purchasing Agent
Kim Allen, Finance Director
From: Nicole Serra, Assistant Assessor
Subject: Surplus Chairs- Assessor's Office

Due to the recent acquisition of new ergonomic chairs in the Assessor's Office, I would like to request that four maroon office chairs that were previously in the Assessor's Office be approved for surplus. The chairs do not have serial numbers and do not serve a purpose in our office anymore.



Date: June 6, 2024
To: Shay Davy, Purchasing Agent
Kim Allen, Finance Director
From: Alan Wilensky, Tax Collector
Subject: Surplus Chairs- Tax Collector's Office

Due to the recent acquisition of new ergonomic chairs in the Tax Collector's Office, I would like to request that three office chairs in the office be approved for surplus. The chairs do not have serial numbers and do not serve a purpose in our office anymore.

Shea Davy

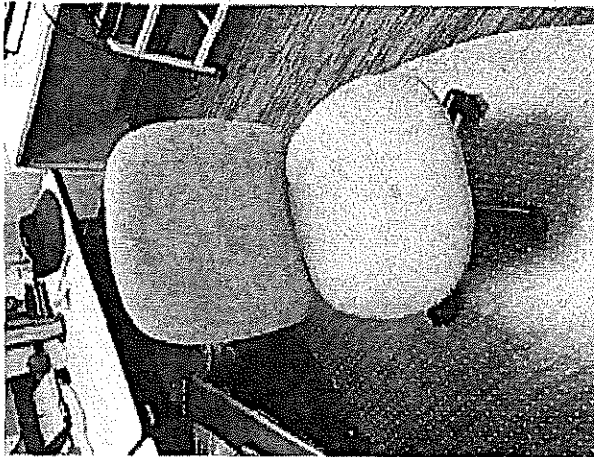
From: Alan Wilensky
Sent: Thursday, June 6, 2024 11:37 AM
To: Kimberly Allen; Shea Davy
Subject: FW: Chairs to surplus

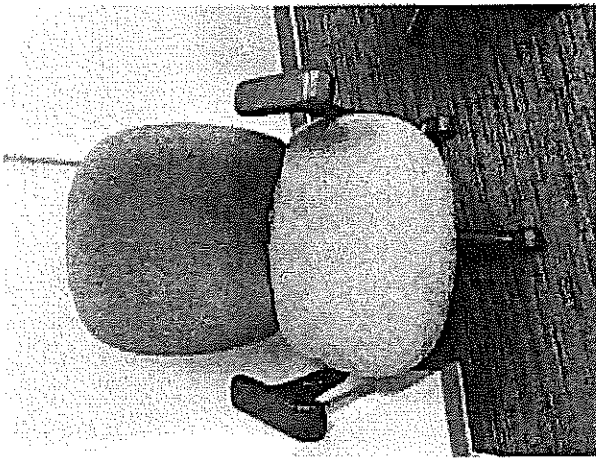
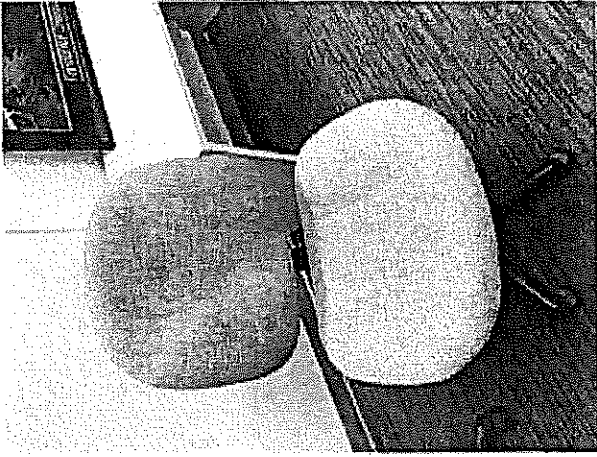
I have three old office chairs that can be surplus.

Alan Wilensky, CCMC
Certified CT Municipal Collector
Waterford Tax Collector
Past President, Connecticut Tax Collectors' Association (CTx)
860-444-5815
awilensky@waterfordct.org



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FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

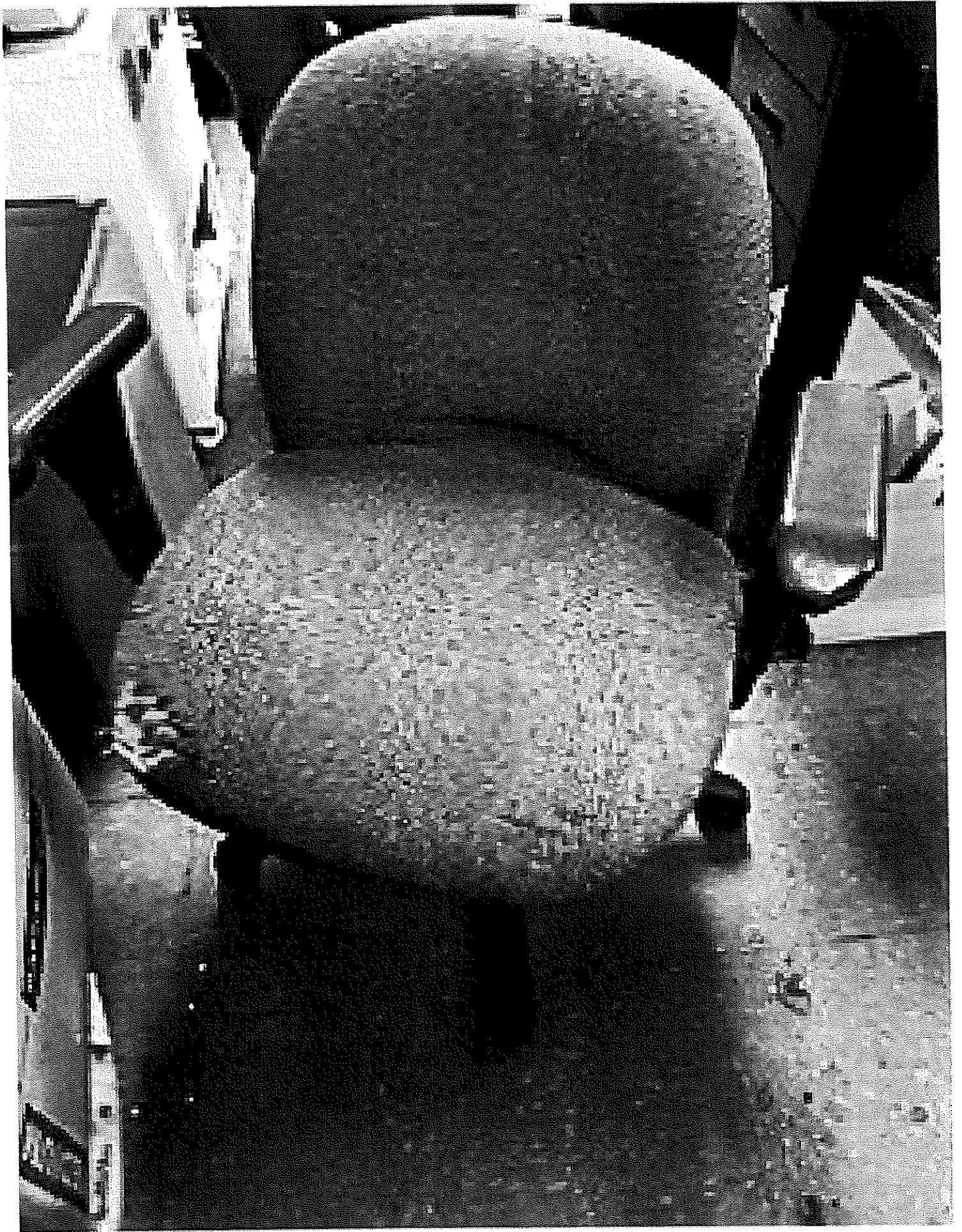
TO: Robert Brule, First Selectman
FROM: Kim Allen, Director of Finance
RE: Surplus Request
DATE: June 5, 2024

I am requesting the following asset items be approved and placed on the town's surplus list.
They were replaced with new chairs from our insurance wellness plan at no cost to the town.

The chairs will be disposed of via the transfer station as they have no value to the Town of Waterford.

Respectfully,

Kim Allen





Marc Balestracci
Police Chief

WATERFORD POLICE DEPARTMENT
41 AVERY LANE
WATERFORD, CT 06385-2819



(860) 442-9451 TEL
mbalestracci@waterfordct.org

To: Purchasing Agent Shea Davy
Cc: First Selectman Rob Brule
From: Marc Balestracci, Chief of Police
Date: June 3, 2024
Re: Officer Equipment Surplus

I am respectfully requesting that the town dispose of nine (9) office chairs that were replaced through an effort with Human Resources. The nine (9) chairs replaced are in very poor condition with rips and tears in various locations due to officer's duty belts hitting them when they sit.

Thank you,

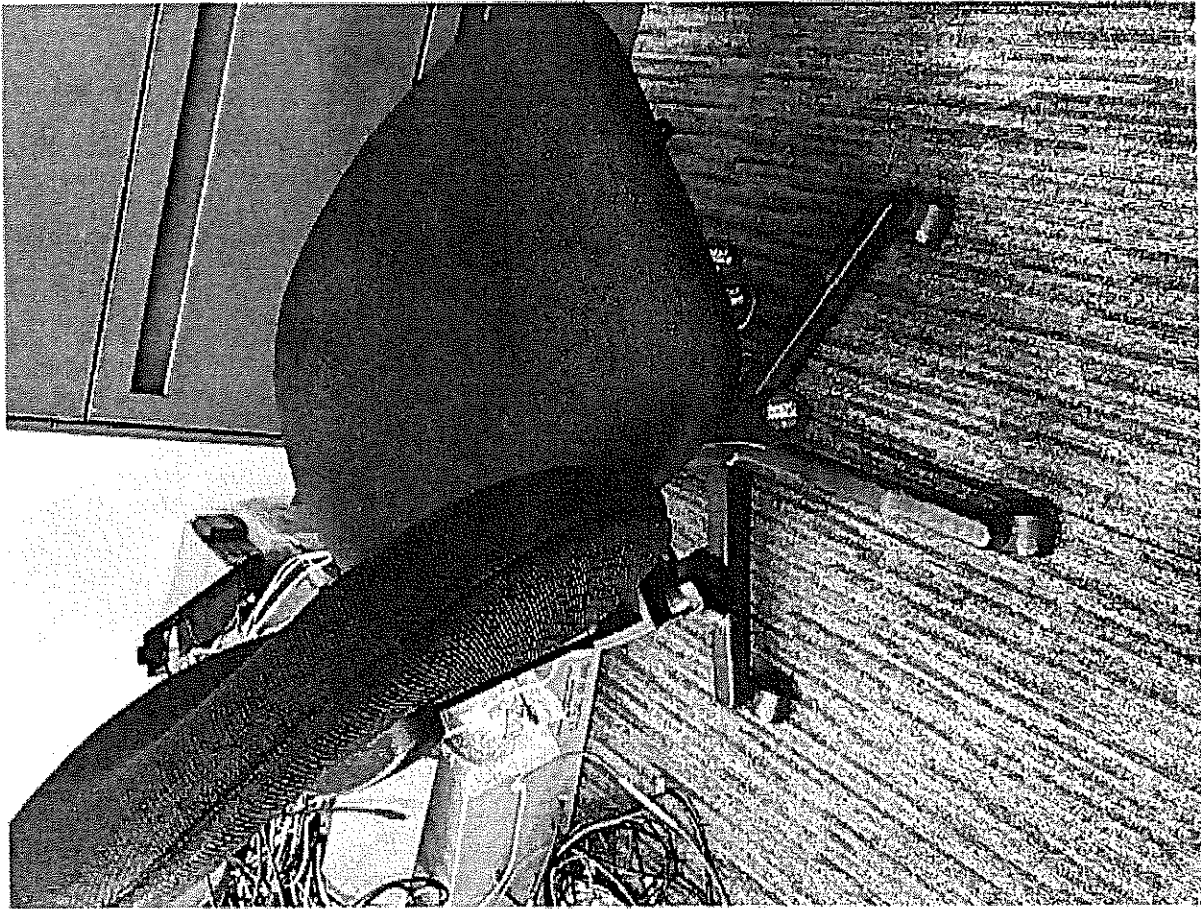
Marc Balestracci
Chief of Police
Waterford Police Department

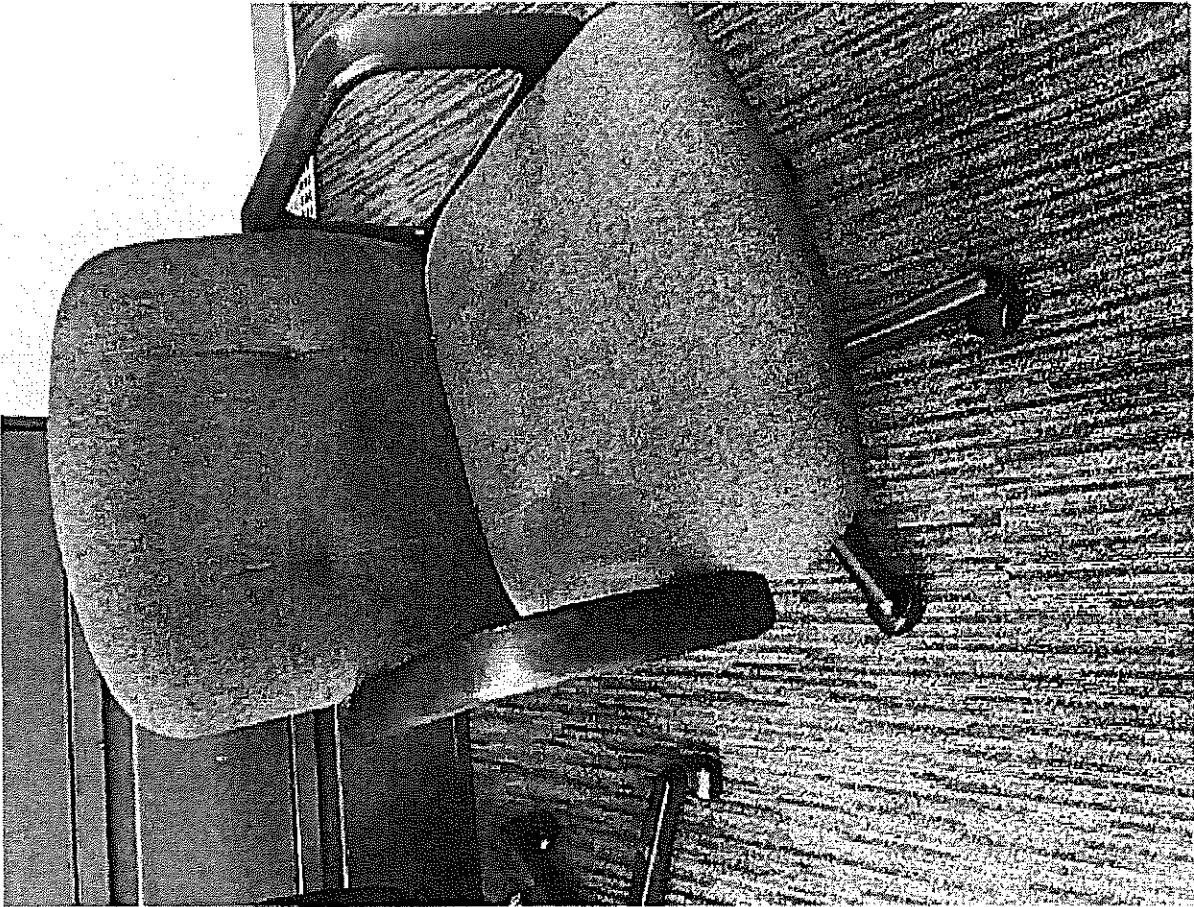
Shea Davy

From: Jeffrey Robillard
Sent: Tuesday, June 11, 2024 3:56 PM
To: Shea Davy
Subject: Chairs for disposal

Shea, The IT department has two chairs for disposal. Pictures attached. Can you please have these added to the chair disposal list. Thank you

Jeff





Sent from my iPhone

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

Public Works
DEPARTMENT

4th Quarter - FY24

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	Budget Transfer INCREASE	Budget Transfer DECREASE	REVISED Budget Amount
1	10130	51540	Snow	\$ 58,000	\$ 3,787		(3,787)	7,574
2	10130	51520	Highway	\$ 927,036	\$ 151,171		(15,000)	166,171
3	10130	51810	Overtime	\$ 55,000	\$ (6,121)	18,787		12,666
4	10130	52020	Postage	\$ 400	\$ (251)	500		249
5	10130	52470	Solid Waste	\$ 940,000.00	\$ 112,035.88		(500)	112,536
6	10130	52030	Professional Fees	\$ 122,000.00	\$ (6,733.69)	7,000		266
7	10130	52410	Street Tree Maintenance	\$ 500.00	\$ (1,400.00)	1,400		0
8	10130	52040	Service Contracts, Repairs	\$ 60,000.00	\$ (1,750.95)	2,001		250
9	10130	52470	Solid Waste	\$ 940,000.00	\$ 111,886.00		(10,401)	122,287
				TOTAL		29,688	(29,688)	

Explanation:

See attached sheet

Email
Department Head

Kim Allen
Director of Finance

First Selectman

Commission/Board Approval

6/11/24
Date

6/12/24
Date

Date

Date

The Department is requesting the following transfers.

In Series Transfers

Item 1 10130-51540 - Decrease \$3,787

- The overtime line item can be reduced to \$0. The winter was kind to us.

Item 2 10130-51520 - Decrease of \$15,000

- The Department continues to have staffing shortages due to resignations. Currently, we have three openings which HR has been activity recruiting to fill.

Item 3 10130-51810 - Increase of \$18,787

- Direct impact of the staffing shortages. Roadside mowing, street sweeping were the major tasks that completed on overtime.

Item 4 10130-52020 - Increase of \$150

- Still using the mail to notify residents when there will be an impact due to construction. This year, in addition to the paving letters, we notified residents of sidewalk and curbing replacements. In order to reduce the number of notifications, Public Works and Utilities are sending out one letter when paving and the water services are being addressed.

Item 5 10130-52470 - Decrease \$150

- Solid Waste tonnages still remain down from our projection.

Item 6 10130-52030 - Increase \$7,000

- A concern was registered with the State on the potential contamination of a private well in the Northwest section of Town that is not served by public water. The Town has been ordered by DEEP to determine the cause and correct. The Department has been working the Town Attorney and a Consultant who is testing the area's water, inspecting the well and determining the probable cause. This involves several rounds of testing at this point.

Item 7 10130-52410 - Increase \$1,400

- A street tree in Town needed to be trimmed and it was not something Town crews could tackle. An outside contractor has been hired to do the trimming.

Item 8 10130-52040 - Increase \$2,000

- Signal at the Transfer Station had to be repaired. The signal directs traffic on and off the scale.

Item 9 10130-52470 - Decrease \$10,400

- Same as item 5

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-23

	ORIGINAL APPROP	TRANS/ADJMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 GENERAL FUND							
10130 PUBLIC WORKS							
51110 ADMINISTRATION							
10130 51110	338,287.00	ADMINISTRATION 0.00	338,287.00	323,368.99	0.00	14,918.01	95.6%
51130 ENGINEERING							
10130 51130	5,558.00	ENGINEERING 0.00	5,558.00	0.00	0.00	5,558.00	.0%
51210 CLERICAL AND TECHNICAL							
10130 51210	164,347.00	CLERICAL AND TECHNICAL 0.00	164,347.00	142,774.08	0.00	21,572.92	86.9%
51510 EQUIPMENT MAINTENANCE							
10130 51510	403,804.00	EQUIPMENT MAINTENANCE -20,000.00	383,804.00	295,558.58	0.00	88,245.42	77.0%
51520 HIGHWAY MAINTENANCE							
10130 51520	927,036.00	HIGHWAY MAINTENANCE -6,000.00	921,036.00	785,008.55	0.00	136,027.45	85.2%
51530 REFUSE COLL & DISPOSAL							
10130 51530	471,730.00	REFUSE COLL. & DISPOSAL -30,400.00	441,330.00	383,669.41	0.00	57,660.59	86.9%
51540 SNOW REMOVAL							
10130 51540	56,000.00	SNOW REMOVAL 0.00	56,000.00	52,212.78	0.00	3,787.22	93.2%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJST/IS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51810 OVERTIME						
10130 51810	OVERTIME	0.00	65,285.27	0.00	-10,285.27	118.7%
51910 FRINGE BENEFITS						
10130 51910	FRINGE BENEFITS	0.00	10,536.92	1,075.66	4,612.42	71.6%
51920 F.I.C.A.						
10130 51920	F.I.C.A.	0.00	146,229.68	0.00	40,791.32	78.2%
52020 POSTAGE						
10130 52020	POSTAGE	400.00	1,050.89	0.00	-250.89	131.4%
52030 PROFESSIONAL FEES						
10130 52030	PROFESSIONAL FEES	2,000.00	102,286.01	26,447.68	-6,733.69	105.5%
52040 SERVICE CONT AND REPAIRS						
10130 52040	SERVICE CONT. AND REPAIRS	22,500.00	66,944.47	17,556.48	-2,000.95	102.4%
52050 DUES, CONFER						
10130 52050	DUES, CONFERENCES & EDUCATION	6,000.00	2,899.18	5,800.00	300.82	96.7%
52060 PRINTING						
10130 52060	PRINTING	0.00	1.60	0.00	48.40	3.2%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52070 REIMBURSABLE EXPENSES							
10130 52070	50.00	REIMBURSABLE EXPENSES 0.00	50.00	25.00	0.00	25.00	50.0%
52400 MEAL ALLOWANCE							
10130 52400	2,300.00	MEAL ALLOWANCE 0.00	2,300.00	1,643.63	0.00	656.37	71.5%
52410 STREET TREE MAINTENANCE							
10130 52410	500.00	STREET TREE MAINTENANCE 0.00	500.00	500.00	1,400.00	-1,400.00	380.0%
52450 SITE WORK							
10130 52450	1,000.00	SITE WORK 0.00	1,000.00	171.16	0.00	828.84	17.1%
52460 STREET LIGHTING							
10130 52460	90,000.00	STREET LIGHTING 0.00	90,000.00	62,861.97	0.00	27,138.03	69.8%
52470 SOLID WASTE DISPOSAL							
10130 52470	940,000.00	SOLID WASTE DISPOSAL -29,050.00	910,950.00	631,719.25	179,073.82	100,156.93	89.0%
52475 RECYCLING PROGRAM							
10130 52475	200.00	RECYCLING PROGRAM 0.00	200.00	0.00	0.00	200.00	.0%
52510 RENTAL OF EQUIPMENT							
10130 52510	5,000.00	RENTAL OF EQUIPMENT 33,400.00	38,400.00	36,545.46	1,752.86	101.58	99.7%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52551 LANDFILL CAP MAINTENANCE							
10130 52531	23,000.00	LANDFILL CAP MAINTENANCE 1,150.00	24,150.00	17,720.00	6,410.00	20.00	99.9%
53010 OFFICE SUPPLIES							
10130 53010	325.00	OFFICE SUPPLIES 75.00	400.00	341.05	0.00	58.95	85.3%
53030 OPERATIONAL SUPPLIES							
10130 53030	18,000.00	OPERATIONAL SUPPLIES 5,000.00	23,000.00	18,723.77	3,340.56	935.67	95.9%
54050 ENGINEERING SUPPLIES							
10130 53050	300.00	ENGINEERING EQUIP.&SUPPLIES -75.00	225.00	0.00	0.00	225.00	.0%
52070 AUTO REPAIRS							
10130 53070	205,000.00	AUTO REPAIRS 10,000.00	215,000.00	192,678.35	51,996.05	-29,674.40	113.8%
53090 FUELS AND LUBRICANTS							
10130 53090	327,790.00	FUELS AND LUBRICANTS 0.00	327,790.00	207,952.28	3,237.84	116,599.88	64.4%
53100 TIRES							
10130 53100	35,000.00	TIRES 5,000.00	40,000.00	39,760.16	739.84	-500.00	101.3%
53250 TRAFFIC CONTROL MATERIALS							
10130 53250	20,000.00	TRAFFIC CONTROL MATERIALS 0.00	20,000.00	17,335.93	3,897.62	-1,233.55	106.2%

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13						
ORIGINAL APPROP	TRANS/ADJMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5300 HIGHWAY MATERIALS						
10130 53300	HIGHWAY MATERIALS 0.00	170,000.00	159,818.40	7,569.68	2,611.92	98.5%
54050 AUTOMOTIVE EQUIPMENT						
10130 54050	AUTOMOTIVE EQUIPMENT 0.00	26,755.00	21,030.32	22,548.00	-16,823.32	162.9%
55010 TOWN AID ROADS IMPROVED						
10130 55010	TOWN AID ROADS IMPROVED 0.00	321,120.00	176,111.95	51,774.01	93,234.04	71.0%
TOTAL PUBLIC WORKS						
4,994,798.00	0.00	4,994,798.00	3,962,765.09	384,620.10	647,412.81	87.0%
TOTAL GENERAL FUND						
4,994,798.00	0.00	4,994,798.00	3,962,765.09	384,620.10	647,412.81	87.0%
TOTAL EXPENSES						
4,994,798.00	0.00	4,994,798.00	3,962,765.09	384,620.10	647,412.81	
GRAND TOTAL						
4,994,798.00	0.00	4,994,798.00	3,962,765.09	384,620.10	647,412.81	87.0%

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

#13

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

Public Works
DEPARTMENT

4th Quarter - FY24

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Budget Amount	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Budget Amount
1	10130	53070	Auto Repairs	215,000.00	(29,674.40)	35,000		5,326
2	10130	52470	Solid Waste	910,950.00	112,036.00		(35,000)	147,036
3	10130	53100	Tires	40,000.00	(8,000.00)	8,000		0
4	10130	52470	Solid Waste	910,950.00	77,036.00		(8,000)	85,036
5	10130	53250	Traffic Control Materials	20,000.00	(1,233.55)	1,300		66
6	10130	52470	Solid Waste	910,950.00	69,036.00		(1,300)	70,336
7	10130	54050	Automotive Equipment	26,755.00	(16,823.32)	22,550		5,727
8	10130	52470	Solid Waste	910,950.00	67,736.00		(22,550)	90,286
TOTAL						66,850	(66,850)	

Explanation

See attached sheet

Department Head

Date Date

Director of Finance

Date Date

First Selectman

Date Date

Commission/Board Approval

Date Date

The Department is requesting the following transfers.

Out of Series Transfers

Item 1 10130-53070 Increase \$35,000

- The fleet of 7 garbage trucks (still waiting for the 2023 to arrive) are the major cause for this request. Although another truck has been approved for FY 25, it will take at least 12 months for the truck to arrive. Other larger repairs were the bucket on the tree truck had a crack and needed to be replaced and the 3 wheel sweeper required a conveyor replacement.

Item 2 10130-52470 Decrease \$35,000

- Solid waste generation continues to hold steady with both Town and the Authority experiencing a 2% drop in solid waste and 10% reduction in recyclables.

Item 3 10130-53100 Increase \$8,000

- The tires used on our equipment & vehicles can be re-tread up to three times before they have to be disposed of. There were a substantial amount of tires that had to be replaced this fiscal year. We also replaced a few large equipment tires this year.

Item 4 10130-52470 Decrease \$8,000

- Same as item 2.

Item 5 10130-53250 Increase \$1,300

- Additional traffic items were required at the intersection of Vauxhall and Douglas to support the Police Department at this location.

Item 6 10130-52470 Decrease \$1,300

- Same as item 2

Item 7 10130-54050 Increase \$22,550

- To address the pollution (salt) of a drinking water well in the northwest area of the Town, the Town has been ordered by DEEP to;
 - provide a short-term supply of drinking water to the resident in the form of bottled water
 - Retain an environmental consultant to investigation sources of salt, the evaluation of *potential remedial options and the cost estimates for each of the proposed remedial options*, and conduct quarterly sampling for at least one year to collect seasonal trends.
 - Evaluate the potential need for sampling additional nearby private drinking water wells to help determine the source of salt pollution in the area
 - Install equipment on trucks that are used for winter operations in the area.

Item 8 10130-54070 Decrease \$22,550

- Same as item 2

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJST'S	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 GENERAL FUND							
10130 PUBLIC WORKS							
51110 ADMINISTRATION							
10130 51110	338,287.00	ADMINISTRATION 0.00	338,287.00	333,368.99	0.00	14,918.01	95.6%
51130 ENGINEERING							
10130 51130	5,558.00	ENGINEERING 0.00	5,558.00	0.00	0.00	5,558.00	.0%
51210 CLERICAL AND TECHNICAL							
10130 51210	164,347.00	CLERICAL AND TECHNICAL 0.00	164,347.00	142,774.08	0.00	21,572.92	86.9%
51510 EQUIPMENT MAINTENANCE							
10130 51510	403,804.00	EQUIPMENT MAINTENANCE -20,000.00	383,804.00	295,558.58	0.00	88,245.42	77.0%
51520 HIGHWAY MAINTENANCE							
10130 51520	927,036.00	HIGHWAY MAINTENANCE -6,000.00	921,036.00	785,008.55	0.00	136,027.45	85.2%
51530 REFUSE COLL & DISPOSAL							
10130 51530	471,730.00	REFUSE COLL. & DISPOSAL -30,400.00	441,330.00	383,669.41	0.00	57,660.59	86.9%
51540 SNOW REMOVAL							
10130 51540	56,000.00	SNOW REMOVAL 0.00	56,000.00	52,212.78	0.00	3,787.22	93.2%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51810 OVERTIME							
10130 51810	55,000.00	0.00	55,000.00	65,285.27	0.00	-10,285.27	118.7%
51910 FRINGE BENEFITS							
10130 51910	16,225.00	0.00	16,225.00	10,536.92	1,075.66	4,612.42	71.6%
51920 F.I.C.A.							
10130 51920	187,021.00	0.00	187,021.00	146,229.68	0.00	40,791.32	78.2%
52020 POSTAGE							
10130 52020	400.00	400.00	800.00	1,050.89	0.00	-250.89	131.4%
52030 PROFESSIONAL FEES							
10130 52030	120,000.00	2,000.00	122,000.00	102,286.01	26,447.68	-6,733.69	105.5%
52040 SERVICE CONT AND REPAIRS							
10130 52040	60,000.00	22,500.00	82,500.00	66,944.47	17,556.48	-2,000.95	102.4%
52050 DUES CONFER							
10130 52050	3,000.00	6,000.00	9,000.00	2,899.18	5,800.00	300.82	96.7%
52060 PRINTING							
10130 52060	50.00	0.00	50.00	1.60	0.00	48.40	3.2%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP.	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
S2070 REIMBURSABLE EXPENSES							
10130 52070	50.00	REIMBURSABLE EXPENSES 0.00	50.00	25.00	0.00	25.00	50.0%
S2400 MEAL ALLOWANCE							
10130 52400	2,300.00	MEAL ALLOWANCE 0.00	2,300.00	1,643.63	0.00	656.37	71.5%
S2410 STREET TREE MAINTENANCE							
10130 52410	500.00	STREET TREE MAINTENANCE 0.00	500.00	500.00	1,400.00	-1,400.00	380.0%
S2450 SITE WORK							
10130 52450	1,000.00	SITE WORK 0.00	1,000.00	171.16	0.00	828.84	17.1%
S2460 STREET LIGHTING							
10130 52460	90,000.00	STREET LIGHTING 0.00	90,000.00	62,861.97	0.00	27,138.03	69.8%
S2470 SOLID WASTE DISPOSAL							
10130 52470	940,000.00	SOLID WASTE DISPOSAL -29,050.00	910,950.00	631,719.25	179,073.82	100,156.93	89.0%
S2475 RECYCLING PROGRAM							
10130 52475	200.00	RECYCLING PROGRAM 0.00	200.00	0.00	0.00	200.00	-0%
S2510 RENTAL OF EQUIPMENT							
10130 52510	5,000.00	RENTAL OF EQUIPMENT 33,400.00	38,400.00	36,545.46	1,752.86	101.68	99.7%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13							
ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
52531 LANDFILL CAP MAINTENANCE							
10130 52531	23,000.00	LANDFILL CAP MAINTENANCE 1,150.00	24,150.00	17,720.00	6,410.00	20.00	99.9%
53010 OFFICE SUPPLIES							
10130 53010	325.00	OFFICE SUPPLIES 75.00	400.00	341.05	0.00	58.95	85.3%
53030 OPERATIONAL SUPPLIES							
10130 53030	18,000.00	OPERATIONAL SUPPLIES 5,000.00	23,000.00	18,723.77	3,340.56	935.67	95.9%
53050 ENGINEERING SUPPLIES							
10130 53050	300.00	ENGINEERING EQUIP.&SUPPLIES -75.00	225.00	0.00	0.00	225.00	.0%
53070 AUTO REPAIRS							
10130 53070	205,000.00	AUTO REPAIRS 10,000.00	215,000.00	192,678.35	51,996.05	-29,674.40	113.8%
53090 FUELS AND LUBRICANTS							
10130 53090	327,790.00	FUELS AND LUBRICANTS 0.00	327,790.00	207,952.28	3,237.84	116,599.88	64.4%
53100 TIRES							
10130 53100	35,000.00	TIRES 5,000.00	40,000.00	39,760.16	739.84	-500.00	101.3%
53250 TRAFFIC CONTROL MATERIALS							
10130 53250	20,000.00	TRAFFIC CONTROL MATERIALS 0.00	20,000.00	17,335.93	3,897.62	-1,233.55	106.2%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5300 HIGHWAY MATERIALS						
10130 53300	HIGHWAY MATERIALS 0.00	170,000.00	159,818.40	7,569.68	2,611.92	98.5%
54050 AUTOMOTIVE EQUIPMENT						
10130 54050	AUTOMOTIVE EQUIPMENT 0.00	26,755.00	21,030.32	22,548.00	-16,823.32	162.9%
55010 TOWN AID ROADS IMPROVED						
10130 55010	TOWN AID ROADS IMPROVED 0.00	321,120.00	176,111.95	51,774.01	93,234.04	71.0%
TOTAL PUBLIC WORKS						
		4,994,798.00	3,962,765.09	384,620.10	647,412.81	87.0%
TOTAL GENERAL FUND						
		4,994,798.00	3,962,765.09	384,620.10	647,412.81	87.0%
TOTAL EXPENSES						
		0.00	3,962,765.09	384,620.10	647,412.81	
GRAND TOTAL						
		0.00	3,962,765.09	384,620.10	647,412.81	87.0%

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

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Public Works Department

Memo

To: Robert Brule, First Selectman
From: Gary J Schneider, Director of Public Works
cc: Kimberly Allen, Director of Finance
Date: May 29, 2024
Re: Solid Waste Fee Schedule Changes



The Department is recommending a new fee schedule effective July 1, 2024. Fees were last set in 2011 by the Board of Selectmen and have not been adjusted since that time. Attorney Avena and Town Clerk Campo opinions are that this only requires Board of Selectmen action.

There are two types of fees. The first is for the disposal of MSW that we charge to the commercial haulers. The commercial haulers collect from the large businesses and apartment complexes. For these accounts, the department adds \$4/ton handling cost to the SCRRRA MSW tipping fee charged to each member community effective July 1 of each fiscal year. We also charge a per truck registration fee.

The second type is what we charge to residents for disposal of material at the transfer station.

We also charge for the garbage and recycling carts that the residents must use for the department to collect their material curbside. For the carts, the fee should cover the total purchase cost.

The fees proposed will cover approximately 89% of the disposal costs.
(Note, FY23, the disposal fees covered approximately 78% of the disposal costs).

The Department is recommending the following adjustments to the fees for commercial collection:

Refuse tipping fee

Current: \$62/ton

Recommended \$72/ton

With the SCRRA tipping fee set at \$67.81 starting July 1, 2024, this fee must increase to at least cover the SCRRA tipping fee plus \$4/ton for handling the accounting (billing).

Collector License Fee

Current: \$25/ Truck

Recommended \$40/Truck

Currently, there are commercial haulers that collect waste and recyclables from the large businesses, apartment complexes.

The Department is recommending the following adjustment to the fees for use of the transfer station:

Tires

Current: \$2/passenger, \$5/truck, \$50 for earth moving

Recommended: \$5/passenger, \$10/truck, \$75 for earth moving

Comments: Residents should leave the tires at the businesses who provide a tire service. This service is provided for those legacy tires, ones that are found or left in garages.

Logs:

Current: \$110/ton

Recommended: \$125/ton

Please see Demolition/Construction Debris

Brush

Current: \$5/pickup truck, \$10/Small Dump Truck, \$15/Large Dump Truck

Recommended: \$10/pickup truck, \$20/Small Dump Truck, \$30/Large Dump Truck

The brush must be hauled from the Transfer Station by Highway staff to the landfill for chipping.

Demolition/Construction Debris

Current: \$110/ton, minimum \$5

Recommended: \$125/ton, minimum \$10

Currently we are in a second year of a three year disposal contract at \$105/ton plus \$450 per pull. Each trailer holds about 10 tons that equates to \$150/ton. (Tip fee plus hauling) Fees should be increased to \$125/ton.

Oversized MSW (Curbside Only)

Current: \$10/each

Recommended: \$15/each

This charge is only for the items the department picks up at the curb.

Roll Out Containers (Blue & Green Carts)

Roll Out Containers

Current: 96 Gallon \$50/each, rental \$10/month, additional \$50

Recommended: \$65 each, rental \$15/month, additional \$65 each

Each initial cart should be charged \$65. Replacement carts are also charged \$65 if the cart is damaged by the resident. Carts that become damaged by the repetitive clamping action of the collection arm are replaced at no charge. The Department makes every attempt to repair a cart for free before there are disposed.

Currently the purchase price of the carts is \$68.04/each with shipping when we purchase 600 carts. Shipping is not a set price.

SCHEDULE OF FEES

IV. FEE SCHEDULE

- A. The Board of Selectmen shall adopt a fee schedule, which will be effective for a minimum of one year from date of adoption unless circumstances warrant interim review.

B. SCHEDULE OF FEES

MSW Contractors:

Collector License Fee – Annual \$40 per truck (recommended)

Refuse Tipping Fee: \$72/Ton

Curbside Collection:

Appliances \$15/ea.

Refrigerators, A/C's, Dehumidifiers, Freezers

Oversized MSW (Curbside only) \$15/ea.

Carpeting, mattress, box spring, overstuffed furniture

Bulky Waste Curbside Collection \$20/appt.

Regular residential units. (no condo units)

Plus applicable fees as shown above.

Brush Curbside Collection \$20/appt.

ROLL OUT REFUSE CONTAINERS

96 Gallon \$65/ea.

Rental \$10/month

Additional Containers 96 gallon \$65/ea.

Transfer Station Fees:

1. TIRES

Passenger Tires \$5/ea.

Truck Tires 7:50 x 16 & up \$10/ea.

Earth Moving Equipment Tires \$75/ea.

2. LOGS \$125/Ton

3. BRUSH

Pickup Truck \$10/load

Small Dump Truck/Small Dump Trailer (1-2 axle) \$20/load

Large Dump Truck \$30/load

Brush continued

Page 2

Automobiles – Covered by pickup

Load sizes for fee purposes are:

Pickup Truck	1 CY
Small Dump Truck/Small Dump Trailer (1-2 axle)	3 CY
Large Dump Truck	6 CY

Attendant will use judgment in setting fees for odd-size loads.

4 DEMOLITION/CONSTRUCTION DEBRIS

Demolition Debris/Shingles *\$125/Ton*

\$10.00 minimum Charge

Mixed loads of metal and oversized MSW shall be charged at the rate of \$125/Ton.

5 APPLIANCES

Refrigerators, Freezers, Air Conditioners, *\$15/ea*
Dehumidifiers

The Transfer Station **DOES NOT** Accept:

- Regular household trash and cans. These items are collected curbside during our normal weekly curbside collection.
- Household Hazardous Waste – Collection sites are provided spring through fall. Check newspapers or Town website. www.waterfordct.org
- Grass Clippings: Compost or mulch on lawn.
- Rubble, stone, concrete, asphalt, dirt, stumps, rocks.

Transfer Station accounts over 30 days past due will accrue interest at 1.5% per month.

Transfer Station accounts with a balance over 90 days will be suspended and access to the facility will be denied until the balance is paid in full.

All fees shall be due and payable upon invoicing or may be paid immediately upon usage. Anyone with a balance due over sixty (60) days will be denied access to the disposal facility.

No charge will be made for:

1. Used Motor Oil
2. Anti-freeze
3. Leaves (no plastic bags or grass clippings)
4. Batteries
5. Propane Tanks
6. Metal
7. Fluorescent Bulbs
8. Electronics Recycling
Computers, monitors, TV, Fax Machines, adding machines,
printers, scanners, Stereos, speakers.
9. Mattress/Box springs in decent condition (attendant decision)

****Italics denotes changes*

SCRRRA SURVEY

MAY 2023

Town	Stoughton	East Lyme	Ledyard	Mansville	Waterford	Groton Town*	Newrich	New London	Preston	Sprague	Granfield	No. Stoughton
1 Contact	Jill Sauter	Joe Bragaw	Steve Mizellin	Ron McDaniel	Gary Schneider	Stacy Litch	Pat McLaughlin	Brian Star	Jim Coker	Cheryl Blanchard	Todd Babin	Don Hill
2 Contact per #	860-535-5999	860-215-6658	860-912-8266		860-444-5867	850-823-3798	850-823-3798	860-886-7200	860-886-7200	860-822-3000	860-213-1522	
3 2020 census population	18,335	18,693	15,413	18,382	19,571	38,411	46,125	27,367	4,788	2,567	11,402	5149
4 SCRRRA Voting district	8.3	8.5	7.0	8.3	8.9	17.4	18.2	12.4	2.2	1.3	5.2	2.3
5 Who does Res MSW?	Contracted	Municipal	Privatized	Subscription	Municipal	Subscription	Contracted	Municipal	Subscription**	privatized	privatized	Subscription
6 Who does MSW hauler?	Contracted	na	Caella (WW)	na	na	Various	Caella (WW)	na	Various	Caella/CWPM	n/a	Perkins & Sons
7 Who does Com MSW?	Contracted	Privatized	Privatized	Privatized	Private	Privatized	Privatized	Privatized	Privatized	privatized	privatized	Privatized
8 Who does Rec Coll?	Caella (WW)	Various	Various	Various	All Waste/CWPM	Various	Various	Various	Various	Various	privatized	Various
9 Recycling privatized hauler?	Contracted	Municipal	Privatized	Privatized	Municipal	Subscription	Contracted	Municipal	Privatized	privatized	privatized	Subscription
10 Who pays for cost of MSW?	MSW SSR - Crandall SSR - Caella (WW)	na	Caella (WW)	Caella (WW)	All Waste/CWPM	na	Caella (WW)	na	Various	Willi Waste	n/a	Perkins & Sons
11 Transfer Sta Sunday hrs	Town Budget	Town Budget	Town Budget	Household	Town Budget	Household	Town Budget	Town Budget	Household/TB	Household/TB	Household	Town Budget
12 Transfer Sta Monday hrs	0800-1500	closed	closed	0800-1500	closed	closed	closed	closed	closed	closed	closed	closed
13 Transfer Sta Tuesday hrs	0900-1500	closed	closed	closed	0730-1530	closed to public	0800-1500	0730-1500	closed	closed	closed	closed
14 Transfer Sta Wednesday hrs	0900-1500	0710-1430	0900-1530	0800-1600	0730-1500	closed to public	0800-1500	0730-1500	closed	1000-1800	1000-1400	1200-1600
15 Transfer Sta Thursday hrs	0900-1500	0710-1430	0900-1530	0800-1600	0730-1500	closed	0800-1500	0730-1500	closed	closed	closed	0900-1600
16 Transfer Sta Friday hrs	0900-1500	0710-1430	0900-1530	0800-1600	0730-1500	closed	0800-1500	0730-1500	0800-1615	closed	closed	1200-1600
17 Transfer Sta Sat hrs	0800-1500	0730-1430	0900-1530	0800-1500	0730-1500	0800-1600	0800-1500	open only 1st Sat of month 0730-1500	0800-1615	0800-1600	1st and 3rd 0700-1200	0800-1600
18 How many TS employees on a typical day?	3-6 depending on the day 1 ADT PPT summer help	3	1	3	3	3	2 Contracted out	3	1/ft - 2/ft	1	2	2, 3 on sat
19 employees OFF on weekends?	no	no	no	yes	yes	no	no	yes	PT empl	no	yes	no
20 Where do you send bulky waste?	Caella (WW)	Caella in Williamst	CWPM hauls (bidding for FY24 new)	Caella in Williamst	CWPM	Caella or CWPM	Caella in Williamst	CWPM	Caella in Williamst?	Caella	Caella	
21 Do you self haul bulky?	YES	No	No	yes	No	Yes	No	Yes	No	No	yes	
22 What is your bulky fee?	\$60/ton	\$95/ton, going up to \$115/ton on 7/1/23	\$100 until 6/30/23	Dec 2022 \$95 Jan 2023 \$102.00	\$105/ton	\$107	\$78.55/ton fixed until 6/30/2025	\$98/ton	\$75.04/ton, increasing 7/1/23	\$88-43/ton	\$102.00	
23 What is your bulky haul fee?	Self Haul	\$195/haul, going up to \$300/haul on 7/1/23	\$170 until 6/30/23	N/A	\$415/pull	town	\$528K per year for curbside pickup	N/A	\$146.86	\$135-25		
24 Bulky waste charge to public?	\$125/ton	0.0945/lb or \$189/ton	\$3581.25/\$290	\$20/CY	\$110/ton	\$20/daily, \$1000 for \$9000+ mil, incl \$750/yr + \$5	\$151/ton at Transfer Station	\$85/ton	\$25-250 depending on volume	\$100 cu yd	\$100 cu yd	\$
25 Do you have curbside bulky collection?	NO	yes, but need of month from apr to oct	yes: 2 collections per resident per year	no	Summer per ftg	no, TO: resiting 4/9/23	Yes-call up to 2 per year per unit	By Appointment	No	No	no	
26 IF yes to 25, do you charge for it?		yes, up to 2 items - \$75, 3-10 items - \$125	No, it is part of the curbside contract		\$20 for 4th additional charge for unit		No, in the City Budget	\$20 appointment per item	N/A			
27 Brush charge?	\$30/ton landscape, no charge for residents	\$0.025/lb	res - no charge comm - \$351.50/25	no charge	\$5-15/load	see #20	no charge	\$5 Car/Pickup	No	No	no	\$
28 Appliances w/feen charge?	\$10 ca	\$15 ca	\$5 ca	\$25 ca	\$15 ca	\$20 ca	free	\$25 Large truck	No	No	no	\$ 500

29	Times charge?	NO	\$1.56 & 3.10 depending on size	\$1/\$2/\$15	\$3	\$2 on pass tires	\$5	\$1 & \$5 depending on size	\$3	No	No	No	BO	\$	3.00
30	Vehicle charge?	NO	no	no	no	no	no	No	No	No	No	No	no		
31	Charge to owner haulers?	Residential Only	\$64/ton, Jan planning to increase for 7/1/23	SCRBA to rate + \$4	\$63/ton	\$63/ton	\$61.25/ton 7/1/23	\$68/ton \$70/ton effective 7/1/2023	\$62/ton	SCRBA Rate	\$61/ton, planning increase			SCRBA rate	
32	annual fee to owner haulers?	NA	yes	No	yes	yes	no	yes	No	No	No	yes	no		
33	if yes to 13, then how much?	NA	\$100/vehicle up to max of \$500	na	\$125/vehicle	\$125/vehicle/yr	na	\$100/vehicle	No	N/A		\$100/vehicle	na		

* In Gorton, Nantux PT, Gorton Long PT, Mystic FF and the City all handle their trash and recycling separately from the Town ** they accept it at the TS

#15

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

FIRE SERVICES 6/11/24
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	Budget Transfer	Budget Transfer	REVISED Available Budget
						INCREASE	DECREASE	
1	10123	52373	LP Gas	\$ 5,600	\$ 468	1,100		1,568
2	10123	52050	Dues, Conferences & Education	\$ 36,800	\$ 7,150		(1,100)	6,050
								0
TOTAL						1,100	(1,100)	

Explanation:

1-2 Replacing propane tank at firehouse

Email
Department Head

Kim Allen
Director of Finance

First Selectman

Commission/Board Approval

6/11/24
Date

6/12/24
Date

Date

Date

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJST'S	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 GENERAL FUND							
10123 FIRE SERVICES							
51110 ADMINISTRATION							
10123 51110	204,179.00	ADMINISTRATION 0.00	204,179.00	189,916.24	0.00	23,262.76	88.6%
51120 INSPECTION							
10123 51120	83,068.00	INSPECTION 0.00	83,068.00	77,691.30	0.00	5,376.70	93.5%
51210 CLERICAL AND TECHNICAL							
10123 51210	147,637.00	CLERICAL AND TECHNICAL 0.00	147,637.00	154,784.51	0.00	-7,147.51	104.8%
51240 EDUCATIONAL INCENTIVE							
10123 51240	16,750.00	EDUCATIONAL INCENTIVE 0.00	16,750.00	8,240.00	0.00	8,510.00	49.2%
51410 FIRE FIGHTING							
10123 51410	1,202,923.00	FIRE FIGHTING 0.00	1,202,923.00	1,129,058.16	0.00	73,864.84	93.9%
51411 INCENTIVE PROGRAM STIPENDS							
10123 51411	50,000.00	INCENTIVE PROGRAM STIPENDS 0.00	50,000.00	23,879.00	0.00	26,121.00	47.8%
51412 PART TIME FIREFIGHTING							
10123 51412	210,000.00	PART TIME FIREFIGHTING -24,000.00	186,000.00	145,784.05	0.00	40,215.95	78.4%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51810 OVERTIME							
10123 51810	245,000.00	0.00	245,000.00	239,512.16	0.00	5,487.84	97.8%
51920 F.I.C.A.							
10123 51920	165,206.00	0.00	165,206.00	139,729.41	0.00	25,476.59	84.6%
52010 ADVERTISING							
10123 52010	400.00	-200.00	200.00	0.00	0.00	200.00	.0%
52020 POSTAGE							
10123 52020	250.00	-100.00	150.00	70.22	0.00	79.78	46.8%
52030 PROFESSIONAL FEES							
10123 52030	2,500.00	-1,100.00	1,400.00	1,169.70	0.00	230.30	83.6%
52040 SERVICE CONT. AND REPAIRS							
10123 52040	13,530.00	2,725.00	16,255.00	15,796.35	180.19	278.46	98.3%
52050 DUES, CONFER							
10123 52050	36,800.00	-1,450.00	35,350.00	27,494.66	705.00	7,150.34	79.8%
52060 PRINTING							
10123 52060	100.00	0.00	100.00	48.55	0.00	51.45	48.6%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJSTHS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52070 REIMBURSABLE EXPENSES							
10123 52070	1,500.00	REIMBURSABLE EXPENSES -1,300.00	200.00	143.83	0.00	56.17	71.9%
52080 TELEPHONE							
10123 52080	18,500.00	TELEPHONE 9,875.00	28,375.00	24,949.18	2,979.16	446.66	98.4%
52290 PUBLIC SAFETY AWARENESS							
10123 52290	4,000.00	PUBLIC SAFETY AWARENESS -2,152.00	1,848.00	1,847.03	0.00	0.97	99.9%
52310 EXAMINATIONS							
10123 52310	10,000.00	EXAMINATIONS 0.00	10,000.00	7,360.58	2,639.42	0.00	100.0%
52320 RENTAL OF HYDRANTS							
10123 52320	541,000.00	RENTAL OF HYDRANTS 0.00	541,000.00	405,712.32	135,237.44	50.24	100.0%
52370 CLOTHING OR UNIFORM ALLOW							
10123 52370	19,500.00	CLOTHING OR UNIFORM ALLOW 7,147.00	26,647.00	24,430.62	1,834.90	381.48	98.6%
52371 FIRE POLICE							
10123 52371	1,250.00	FIRE POLICE -1,250.00	0.00	0.00	0.00	0.00	-0%
52372 INSURANCE							
10123 52372	140,000.00	INSURANCE -797.00	139,203.00	139,203.00	0.00	0.00	100.0%

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13									
	ORIGINAL APPROP	TRANS/ADJ/MIS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
52373 LP GAS									
10123 52373	5,600.00	-2,520.00	3,080.00	2,611.52	0.00	468.48	84.8%		
52374 CABLE TELEVISION									
10123 52374	7,500.00	1,500.00	9,000.00	7,541.14	0.00	1,458.86	83.8%		
52375 GROUND LADDER TESTING									
10123 52375	7,800.00	-2,227.00	5,573.00	5,573.00	0.00	0.00	100.0%		
52376 HYDRAULIC TESTING									
10123 52376	2,000.00	3,400.00	5,400.00	5,325.30	0.00	74.70	98.6%		
52377 BREATHING APPARATUS TESTING									
10123 52377	9,500.00	-1,500.00	8,000.00	5,360.81	1,670.62	968.57	87.9%		
52378 BUILDING MAINTENANCE									
10123 52378	84,000.00	-13,900.00	70,100.00	52,753.44	14,466.00	2,880.56	95.9%		
52379 HOSE TESTING AND REPAIRS									
10123 52379	9,825.00	-763.00	9,062.00	9,061.78	0.00	0.22	100.0%		
52387 PUMP TESTING SERVICES									
10123 52387	4,000.00	-1,900.00	2,100.00	2,100.00	0.00	0.00	100.0%		

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52392 GENERATOR MAINTENANCE & REPAIR							
10123 52392	9,500.00	GENERATOR MAINTENANCE & REPAIR -1,280.00	8,220.00	4,104.08	0.00	4,115.92	49.9%
53010 OFFICE SUPPLIES							
10123 53010	1,000.00	OFFICE SUPPLIES -100.00	900.00	121.46	0.00	778.54	13.5%
53020 OTHER SUPPLIES							
10123 53020	12,000.00	OTHER SUPPLIES 0.00	12,000.00	8,188.98	0.00	3,811.02	68.2%
53021 CONSUMABLE SUPPLIES							
10123 53021	3,800.00	CONSUMABLE SUPPLIES 0.00	3,800.00	3,536.66	0.00	263.34	93.1%
53070 AUTO REPAIRS							
10123 53070	110,000.00	AUTO REPAIRS 16,695.00	126,695.00	128,325.58	1,331.13	-2,961.71	102.3%
53080 AUTOMOTIVE MAINTENANCE							
10123 53080	0.00	AUTOMOTIVE MAINTENANCE 26,000.00	26,000.00	25,760.52	0.00	239.48	99.1%
53090 FUELS AND LUBRICANTS							
10123 53090	45,000.00	FUELS AND LUBRICANTS 0.00	45,000.00	41,425.98	0.00	3,574.02	92.1%
53110 COMPUTER SUPPLIES							
10123 53110	1,000.00	COMPUTER SUPPLIES 0.00	1,000.00	970.74	0.00	29.26	97.1%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13									
	ORIGINAL APPROP	TRANS/ADJST	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
53111 FF PROTECTIVE CLOTHING									
10123 53111	35,000.00	FF PROTECTIVE CLOTHING 0.00	35,000.00	29,963.61	4,607.00	429.39	98.8%		
53112 FIREFIGHTING SUPPLIES									
10123 53112	9,000.00	FIREFIGHTING SUPPLIES 0.00	9,000.00	9,137.52	0.00	-137.52	101.5%		
53113 VOLUNTEER RESPONDER AWARDS									
10123 53113	5,000.00	VOLUNTEER RESPONDER AWARDS 0.00	5,000.00	1,609.79	0.00	3,390.21	32.2%		
53114 MEDICAL SUPPLIES									
10123 53114	6,500.00	MEDICAL SUPPLIES 0.00	6,500.00	5,341.69	0.00	1,158.31	82.2%		
53115 VOLUNTEER FIREFIGHTER SUPPLIES									
10123 53115	3,000.00	VOLUNTEER FIREFIGHTER SUPPLIES 0.00	3,000.00	2,155.43	0.00	844.57	71.8%		
54060 OFFICE EQUIPMENT									
10123 54060	1,500.00	OFFICE EQUIPMENT -525.00	975.00	522.18	0.00	452.82	53.6%		
54202 EQUIPMENT - FIRE INVESTIGATIONS									
10123 54202	500.00	EQUIPMENT - FIRE INVESTIGATIONS 0.00	500.00	132.37	0.00	367.63	26.5%		
54218 FIREFIGHTER EQUIPMENT									
10123 54218	24,000.00	FIREFIGHTER EQUIPMENT 0.00	24,000.00	19,353.99	1,231.03	3,414.98	85.8%		

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJSTHS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
54220 RADIO/EMERGENCY LIGHTS						
10123 54220	RADIO/EMERGENCY LIGHTS 0.00	9,000.00	2,611.42	6,235.92	152.66	98.3%
54222 RESCUE TRUCK EQUIPMENT						
10123 54222	RESCUE TRUCK EQUIPMENT -5,432.00	68.00	67.50	0.00	0.50	99.3%
54226 EQUIPMENT						
10123 54226	EQUIPMENT -4,846.00	1,154.00	1,152.79	0.00	1.21	99.9%
TOTAL FIRE SERVICES						
3,531,618.00	0.00	3,531,618.00	3,122,630.15	173,117.61	235,870.04	93.3%
TOTAL GENERAL FUND						
3,531,618.00	0.00	3,531,618.00	3,122,630.15	173,117.61	235,870.04	93.3%
TOTAL EXPENSES						
3,531,618.00	0.00	3,531,618.00	3,122,630.15	173,117.61	235,870.04	
GRAND TOTAL						
3,531,618.00	0.00	3,531,618.00	3,122,630.15	173,117.61	235,870.04	93.3%

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

H16

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

FIRE SERVICES 8/10/24
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10123	51412	Part Time Firefighting	186,000.00	40,215.95		(4,000)	36,215.95
2	10123	53080	Automotive Maintenance	26,000.00	239.48	4,000		4,239
3								
4	10123	53020	Other Supplies	12,000.00	3,811.00	160		3,971
5	10123	52010	Advertising	200.00	200.00		(160)	40
6								
7	10123	53020	Other Supplies	12,000.00	3,811.00	2,800		6,611
8	10123	52050	Dues, Conferences, Education	35,350.00	7,150.00		(2,800)	4,350

TOTAL 6,960 (6,960)

Explanation

1-2 Tires for W46 required

4-5 Supplies required for fire companies

7-9 Supplies required for fire companies

Email
Department Head
Kim Allen
Director of Finance

First Selectman

Commission/Board Approval

6/11/24
Date
6/12/24
Date

Date

Date

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13

	ORIGINAL APPROP	TRANS/ADJSTHS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 GENERAL FUND							
10123 FIRE SERVICES							
51110 ADMINISTRATION							
10123 51110	204,179.00	ADMINISTRATION 0.00	204,179.00	180,916.24	0.00	23,262.76	88.6%
51120 INSPECTION							
10123 51120	83,068.00	INSPECTION 0.00	83,068.00	77,691.30	0.00	5,376.70	93.5%
51210 CLERICAL AND TECHNICAL							
10123 51210	147,637.00	CLERICAL AND TECHNICAL 0.00	147,637.00	154,784.51	0.00	-7,147.51	104.8%
51240 EDUCATIONAL INCENTIVE							
10123 51240	16,750.00	EDUCATIONAL INCENTIVE 0.00	16,750.00	8,240.00	0.00	8,510.00	49.2%
51410 FIRE FIGHTING							
10123 51410	1,202,923.00	FIRE FIGHTING 0.00	1,202,923.00	1,129,058.16	0.00	73,864.84	93.9%
51411 INCENTIVE PROGRAM STIPENDS							
10123 51411	50,000.00	INCENTIVE PROGRAM STIPENDS 0.00	50,000.00	23,879.00	0.00	26,121.00	47.8%
51412 PART TIME FIREFIGHTING							
10123 51412	210,000.00	PART TIME FIREFIGHTING -24,000.00	186,000.00	145,784.05	0.00	40,215.95	78.4%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51810 OVERTIME							
10123 51810	245,000.00	0.00	245,000.00	239,512.16	0.00	5,487.84	97.8%
51920 F.I.C.A.							
10123 51920	165,206.00	0.00	165,206.00	139,729.41	0.00	25,476.59	84.6%
52010 ADVERTISING							
10123 52010	400.00	-200.00	200.00	0.00	0.00	200.00	.0%
52020 POSTAGE							
10123 52020	250.00	-100.00	150.00	70.22	0.00	79.78	46.8%
52030 PROFESSIONAL FEES							
10123 52030	2,500.00	-1,100.00	1,400.00	1,169.70	0.00	230.30	83.6%
52040 SERVICE CONT. AND REPAIRS							
10123 52040	13,530.00	2,725.00	16,255.00	15,796.35	180.19	278.46	98.3%
52050 DUES, CONFER							
10123 52050	36,800.00	-1,450.00	35,350.00	27,494.66	705.00	7,150.34	79.8%
52060 PRINTING							
10123 52060	100.00	0.00	100.00	48.55	0.00	51.45	48.6%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52070 REIMBURSABLE EXPENSES							
10123 52070	1,500.00	REIMBURSABLE EXPENSES -1,300.00	200.00	143.83	0.00	56.17	71.9%
52080 TELEPHONE							
10123 52080	18,500.00	TELEPHONE 9,875.00	28,375.00	24,949.18	2,979.16	446.66	98.4%
52290 PUBLIC SAFETY AWARENESS							
10123 52290	4,000.00	PUBLIC SAFETY AWARENESS -2,152.00	1,848.00	1,847.03	0.00	0.97	99.9%
52310 EXAMINATIONS							
10123 52310	10,000.00	EXAMINATIONS 0.00	10,000.00	7,360.58	2,639.42	0.00	100.0%
52320 RENTAL OF HYDRANTS							
10123 52320	541,000.00	RENTAL OF HYDRANTS 0.00	541,000.00	405,712.32	135,237.44	50.24	100.0%
52370 CLOTHING OR UNIFORM ALLOW							
10123 52370	19,500.00	CLOTHING OR UNIFORM ALLOW 7,147.00	26,647.00	24,430.62	1,834.90	381.48	98.6%
52371 FIRE POLICE							
10123 52371	1,250.00	FIRE POLICE -1,250.00	0.00	0.00	0.00	0.00	-0%
52372 INSURANCE							
10123 52372	140,000.00	INSURANCE -797.00	139,203.00	139,203.00	0.00	0.00	100.0%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52373 LP GAS							
10123 52373	5,600.00	-2,520.00	3,080.00	2,611.52	0.00	468.48	84.8%
52374 CABLE TELEVISION							
10123 52374	7,500.00	1,500.00	9,000.00	7,541.14	0.00	1,458.86	83.8%
52375 GROUND LADDER TESTING							
10123 52375	7,800.00	-2,227.00	5,573.00	5,573.00	0.00	0.00	100.0%
52376 HYDRAULIC TESTING							
10123 52376	2,000.00	3,400.00	5,400.00	5,325.30	0.00	74.70	98.6%
52377 BREATHING APPARATUS TESTING							
10123 52377	9,500.00	-1,500.00	8,000.00	5,360.81	1,670.62	968.57	87.9%
52378 BUILDING MAINTENANCE							
10123 52378	84,000.00	-13,900.00	70,100.00	52,753.44	14,466.00	2,880.56	95.9%
52379 HOSE TESTING AND REPAIRS							
10123 52379	9,825.00	-763.00	9,062.00	9,061.78	0.00	0.22	100.0%
52387 PUMP TESTING SERVICES							
10123 52387	4,000.00	-1,900.00	2,100.00	2,100.00	0.00	0.00	100.0%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52392 GENERATOR MAINTENANCE & REPAIR							
10123 52392	9,500.00	GENERATOR MAINTENANCE & REPAIR -1,280.00	8,220.00	4,104.08	0.00	4,115.92	49.9%
53010 OFFICE SUPPLIES							
10123 53010	1,000.00	OFFICE SUPPLIES -100.00	900.00	121.46	0.00	778.54	13.5%
53020 OTHER SUPPLIES							
10123 53020	12,000.00	OTHER SUPPLIES 0.00	12,000.00	8,188.98	0.00	3,811.02	68.2%
53021 CONSUMABLE SUPPLIES							
10123 53021	3,800.00	CONSUMABLE SUPPLIES 0.00	3,800.00	3,536.66	0.00	263.34	93.1%
53070 AUTO REPAIRS							
10123 53070	110,000.00	AUTO REPAIRS 16,695.00	126,695.00	128,325.58	1,331.13	-2,961.71	102.3%
53080 AUTOMOTIVE MAINTENANCE							
10123 53080	0.00	AUTOMOTIVE MAINTENANCE 26,000.00	26,000.00	25,760.52	0.00	239.48	99.1%
53090 FUELS AND LUBRICANTS							
10123 53090	45,000.00	FUELS AND LUBRICANTS 0.00	45,000.00	41,425.98	0.00	3,574.02	92.1%
53110 COMPUTER SUPPLIES							
10123 53110	1,000.00	COMPUTER SUPPLIES 0.00	1,000.00	970.74	0.00	29.26	97.1%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13

ORIGINAL APPROP	TRANS/ADJ'S	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
53111 FF PROTECTIVE CLOTHING						
10123 53111	FF PROTECTIVE CLOTHING 0.00	35,000.00	29,963.61	4,607.00	429.39	98.8%
53112 FIREFIGHTING SUPPLIES						
10123 53112	FIREFIGHTING SUPPLIES 0.00	9,000.00	9,137.52	0.00	-137.52	101.5%
53113 VOLUNTEER RESPONDER AWARDS						
10123 53113	VOLUNTEER RESPONDER AWARDS 0.00	5,000.00	1,609.79	0.00	3,390.21	32.2%
53114 MEDICAL SUPPLIES						
10123 53114	MEDICAL SUPPLIES 0.00	6,500.00	5,341.69	0.00	1,158.31	82.2%
53115 VOLUNTEER FIREFIGHTER SUPPLIES						
10123 53115	VOLUNTEER FIREFIGHTER SUPPLIES 0.00	3,000.00	2,155.43	0.00	844.57	71.8%
54060 OFFICE EQUIPMENT						
10123 54060	OFFICE EQUIPMENT ~525.00	975.00	522.18	0.00	452.82	53.6%
54202 EQUIPMENT - FIRE INVESTIGATIONS						
10123 54202	EQUIPMENT - FIRE INVESTIGATIONS 0.00	500.00	132.37	0.00	367.63	26.5%
54218 FIREFIGHTER EQUIPMENT						
10123 54218	FIREFIGHTER EQUIPMENT 0.00	24,000.00	19,353.99	1,231.03	3,414.98	85.8%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13						
	ORIGINAL APPROP	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET % USED
54220 RADIO/EMERGENCY LIGHTS						
10123 54220	9,000.00	RADIO/EMERGENCY LIGHTS 0.00	9,000.00	2,611.42	6,235.92	152.66 98.3%
54222 RESCUE TRUCK EQUIPMENT						
10123 54222	5,500.00	RESCUE TRUCK EQUIPMENT -5,432.00	68.00	67.50	0.00	0.50 99.3%
54226 EQUIPMENT						
10123 54226	6,000.00	EQUIPMENT -4,846.00	1,154.00	1,152.79	0.00	1.21 99.9%
TOTAL FIRE SERVICES						
	3,531,618.00	0.00	3,531,618.00	3,122,630.15	173,117.81	235,870.04 93.3%
TOTAL GENERAL FUND						
	3,531,618.00	0.00	3,531,618.00	3,122,630.15	173,117.81	235,870.04 93.3%
TOTAL EXPENSES						
	3,531,618.00	0.00	3,531,618.00	3,122,630.15	173,117.81	235,870.04 93.3%
GRAND TOTAL						
	3,531,618.00	0.00	3,531,618.00	3,122,630.15	173,117.81	235,870.04 93.3%

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

In Series (Over \$1000)

revised 9/9/20

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13

ORIGINAL APPROP	TRANSFAD/SHIS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101- GENERAL FUND						
10129 POLICE DEPARTMENT						
51110 ADMINISTRATION						
10129 51110	ADMINISTRATION 0.00	522,033.00	458,998.01	0.00	63,034.99	87.9%
51210 CLERICAL AND TECHNICAL						
10129 51210	CLERICAL AND TECHNICAL 900.00	266,255.00	244,446.35	0.00	21,808.65	91.8%
51220 CUSTODIAL						
10129 51220	CUSTODIAL 0.00	49,694.00	44,752.81	0.00	4,941.19	90.1%
51420 PATROL						
10129 51420	PATROL -104,806.00	3,529,662.00	3,154,859.52	0.00	374,802.48	89.4%
51421 MARINE PATROL						
10129 51421	MARINE PATROL 0.00	25,538.00	20,761.75	0.00	4,776.25	81.3%
51430 DETECTIVE						
10129 51430	DETECTIVE -900.00	534,561.00	472,640.51	0.00	61,920.49	88.4%
51435 COMMUNITY SERVICE OFFICER						
10129 51435	COMMUNITY SERVICE OFFICER 2,500.00	126,188.00	115,314.00	0.00	10,874.00	91.4%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJ/MTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51810 OVERTIME							
10129 51810	150,075.00	0.00	150,075.00	144,099.81	0.00	5,975.19	96.0%
51820 REPLACEMENT OVERTIME							
10129 51820	360,508.00	REPLACEMENT OVERTIME 220,000.00	580,508.00	514,867.59	0.00	65,640.41	88.7%
51830 TRAINING & EDUCATION							
10129 51830	116,221.00	TRAINING & EDUCATION -45,000.00	71,221.00	68,430.61	0.00	2,790.39	96.1%
51920 F.I.C.A.							
10129 51920	448,025.00	F.I.C.A.	448,025.00	392,782.98	0.00	55,242.02	87.7%
52010 ADVERTISING							
10129 52010	300.00	ADVERTISING	300.00	0.00	0.00	300.00	.0%
52020 POSTAGE							
10129 52020	1,500.00	POSTAGE	1,500.00	1,130.95	0.00	369.05	75.4%
52030 PROFESSIONAL FEES							
10129 52030	15,000.00	PROFESSIONAL FEES 15,102.00	30,102.00	23,386.40	0.00	6,715.60	77.7%
52040 SERVICE CONT. AND REPAIRS							
10129 52040	21,889.00	SERVICE CONT. AND REPAIRS -7,400.00	14,489.00	12,689.05	0.00	1,799.95	87.6%

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024-13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52050 DUES, CONFER						
10129 52050	DUES, CONFERENCES & EDUCATION 0.00	2,895.00	1,635.00	0.00	1,260.00	56.5%
52060 PRINTING						
10129 52060	PRINTING 0.00	800.00	752.02	0.00	47.98	94.0%
52080 TELEPHONE						
10129 52080	TELEPHONE 1,400.00	32,672.00	30,664.16	1,131.01	876.83	97.3%
52300 TRAINING & EDUCATION						
10129 52300	TRAINING, EDUCATION & EMER -8,202.00	77,298.00	58,237.77	0.00	19,060.23	75.3%
52305 OSHA COMPLIANCE						
10129 52305	OSHA COMPLIANCE -3,100.00	2,400.00	1,789.65	0.00	610.35	74.6%
52370 CLOTHING OR UNIFORM ALLOW						
10129 52370	CLOTHING OR UNIFORM ALLOW 18,700.00	97,915.00	96,192.40	0.00	1,722.60	98.2%
52520 CRIMINAL JUSTICE PLANNER						
10129 52520	CRIMINAL JUSTICE PLANNER 0.00	16,711.00	16,711.00	0.00	0.00	100.0%
53010 OFFICE SUPPLIES						
10129 53010	OFFICE SUPPLIES 0.00	1,000.00	911.48	0.00	88.52	91.1%

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 15

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
53020 OTHER SUPPLIES							
10129 53020	7,000.00	OTHER SUPPLIES 0.00	7,000.00	6,376.83	0.00	623.17	91.1%
53070 AUTO REPAIRS							
10129 53070	16,000.00	AUTO REPAIRS 3,000.00	19,000.00	15,764.63	4,587.76	-1,352.39	107.1%
53080 AUTOMOTIVE MAINTENANCE							
10129 53080	16,000.00	AUTOMOTIVE MAINTENANCE 5,000.00	21,000.00	18,349.52	0.00	2,650.48	87.4%
53090 FUELS AND LUBRICANTS							
10129 53090	127,827.00	FUELS AND LUBRICANTS 0.00	127,827.00	112,950.66	0.00	14,876.34	88.4%
53100 TIRES							
10129 53100	13,024.00	TIRES 2,500.00	15,524.00	13,941.96	1,582.04	0.00	100.0%
53180 POLICE SUPPLIES							
10129 53180	42,964.00	POLICE EQUIP. & SUPP. 0.00	42,964.00	39,894.04	1,702.00	1,367.96	96.8%
53210 SELECTIVE ENFORCEMENT							
10129 53210	2,500.00	SELECTIVE ENFORCEMENT -2,000.00	500.00	500.00	0.00	0.00	100.0%
53220 MARINE PATROL							
10129 53220	5,500.00	MARINE PATROL 0.00	5,500.00	5,898.08	0.00	-398.08	107.2%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13							
	ORIGINAL APPROP	TRANS/ADJSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
53260 DOG WARDEN SUPPLIES							
10129 53260	100,000.00	DOG WARDEN SUPPLIES 0.00	100,000.00	100,000.00	0.00	0.00	100.0%
54020 EQUIPMENT							
10129 54020	7,139.00	EQUIPMENT 0.00	7,139.00	7,111.16	0.00	27.84	99.6%
TOTAL POLICE DEPARTMENT							
	6,830,602.00	97,694.00	6,928,296.00	6,196,840.70	9,002.81	722,452.49	89.6%
TOTAL GENERAL FUND							
	6,830,602.00	97,694.00	6,928,296.00	6,196,840.70	9,002.81	722,452.49	89.6%
TOTAL EXPENSES							
	6,830,602.00	97,694.00	6,928,296.00	6,196,840.70	9,002.81	722,452.49	
GRAND TOTAL							
	6,830,602.00	97,694.00	6,928,296.00	6,196,840.70	9,002.81	722,452.49	89.6%

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

#18

TOWN OF WATERFORD TRANSFER REQUEST FORM

Out of Series Transfer Request

Police
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10129	51420	Patrol	3,634,468.00	374,802.00		(10,000.00)	364,802.00
2	10129	53070	Auto Repairs	16,000.00	3,235.00	7,500.00		10,735.00
3	10129	53220	Marine Patrol	5,500.00	(398.00)	2,500.00		2,102.00
TOTAL						10,000.00	(10,000.00)	

Explanation

Transfer to Auto Repairs is due to an emergency transmission replacement on a K9 car and to allow funding should another repair be needed till July 1.

Transfer to Marine Patrol is due to emergency repair of motor tilt tab, requiring haul-out and deadline of vessel till repaired.

Transfer from Patrol is again due to surplus created by several vacancies during the fiscal year.


Department Head

Director of Finance

First Selectman

Commission/Board Approval

6/10/2024
Date

6/11/24
Date

Date

Date

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
101 GENERAL FUND							
10129 POLICE DEPARTMENT							
51110 ADMINISTRATION							
10129 51110	522,033.00	ADMINISTRATION 0.00	522,033.00	458,998.01	0.00	63,034.99	87.9%
51210 CLERICAL AND TECHNICAL							
10129 51210	265,355.00	CLERICAL AND TECHNICAL 900.00	266,255.00	244,446.35	0.00	21,808.65	91.8%
51220 CUSTODIAL							
10129 51220	49,694.00	CUSTODIAL 0.00	49,694.00	44,752.81	0.00	4,941.19	90.1%
51420 PATROL							
10129 51420	3,634,468.00	PATROL -104,806.00	3,529,662.00	3,154,859.52	0.00	374,802.48	89.4%
51421 MARINE PATROL							
10129 51421	25,538.00	MARINE PATROL 0.00	25,538.00	20,761.75	0.00	4,776.25	81.3%
51430 DETECTIVE							
10129 51430	535,461.00	DETECTIVE -900.00	534,561.00	472,640.51	0.00	61,920.49	88.4%
51435 COMMUNITY SERVICE OFFICER							
10129 51435	123,688.00	COMMUNITY SERVICE OFFICER 2,500.00	126,188.00	115,314.00	0.00	10,874.00	91.4%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024-13

	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
51810 OVERTIME							
10129 51810	150,075.00	0.00	150,075.00	144,099.81	0.00	5,975.19	96.0%
51820 REPLACEMENT OVERTIME							
10129 51820	360,508.00	REPLACEMENT OVERTIME 220,000.00	580,508.00	514,867.59	0.00	65,640.41	88.7%
51830 TRAINING & EDUCATION							
10129 51830	116,221.00	TRAINING & EDUCATION -45,000.00	71,221.00	68,430.61	0.00	2,790.39	96.1%
51920 F.I.C.A.							
10129 51920	448,025.00	F.I.C.A.	448,025.00	392,782.98	0.00	55,242.02	87.7%
52010 ADVERTISING							
10129 52010	300.00	ADVERTISING	300.00	0.00	0.00	300.00	.0%
52020 POSTAGE							
10129 52020	1,500.00	POSTAGE	1,500.00	1,130.95	0.00	369.05	75.4%
52030 PROFESSIONAL FEES							
10129 52030	15,000.00	PROFESSIONAL FEES 15,102.00	30,102.00	23,386.40	0.00	6,715.60	77.7%
52040 SERVICE CONT AND REPAIRS							
10129 52040	21,889.00	SERVICE CONT. AND REPAIRS -7,400.00	14,489.00	12,689.05	0.00	1,799.95	87.6%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJST'S	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52050 DUES CONFER							
10129 52050	2,895.00	DUES, CONFERENCES & EDUCATION 0.00	2,895.00	1,635.00	0.00	1,260.00	56.5%
52060 PRINTING							
10129 52060	800.00	PRINTING 0.00	800.00	752.02	0.00	47.98	94.0%
52080 TELEPHONE							
10129 52080	31,272.00	TELEPHONE 1,400.00	32,672.00	30,664.16	1,131.01	876.83	97.3%
52300 TRAINING & EDUCATION							
10129 52300	85,500.00	TRAINING, EDUCATION & EMER -8,202.00	77,298.00	58,237.77	0.00	19,060.23	75.3%
52305 OSHA COMPLIANCE							
10129 52305	5,500.00	OSHA COMPLIANCE -3,100.00	2,400.00	1,789.65	0.00	610.35	74.6%
52370 CLOTHING OR UNIFORM ALLOW							
10129 52370	79,215.00	CLOTHING OR UNIFORM ALLOW 18,700.00	97,915.00	96,192.40	0.00	1,722.60	98.2%
52520 CRIMINAL JUSTICE PLANNER							
10129 52520	16,711.00	CRIMINAL JUSTICE PLANNER 0.00	16,711.00	16,711.00	0.00	0.00	100.0%
53010 OFFICE SUPPLIES							
10129 53010	1,000.00	OFFICE SUPPLIES 0.00	1,000.00	911.48	0.00	88.52	91.1%

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13									
ORIGINAL APPROP		TRANS/ADJUSTS		REVISED BUDGET		YTD EXPENDED		ENCUMBRANCES AVAILABLE BUDGET % USED	
53020 OTHER SUPPLIES									
10129	53020	OTHER SUPPLIES	0.00	7,000.00	6,376.83	0.00	623.17	91.1%	
53070 AUTO REPAIRS									
10129	53070	AUTO REPAIRS	3,000.00	19,000.00	15,764.63	4,587.76	-1,352.39	107.1%	
53080 AUTOMOTIVE MAINTENANCE									
10129	53080	AUTOMOTIVE MAINTENANCE	5,000.00	21,000.00	18,349.52	0.00	2,650.48	87.4%	
53090 FUELS AND LUBRICANTS									
10129	53090	FUELS AND LUBRICANTS	0.00	127,827.00	112,950.66	0.00	14,876.34	88.4%	
53100 TIRES									
10129	53100	TIRES	2,500.00	15,524.00	13,941.96	1,582.04	0.00	100.0%	
53180 POLICE SUPPLIES									
10129	53180	POLICE EQUIP. & SUPP.	0.00	42,964.00	39,894.04	1,702.00	1,367.96	96.8%	
53210 SELECTIVE ENFORCEMENT									
10129	53210	SELECTIVE ENFORCEMENT	-2,000.00	500.00	500.00	0.00	0.00	100.0%	
53220 MARINE PATROL									
10129	53220	MARINE PATROL	0.00	5,500.00	5,898.08	0.00	-398.08	107.2%	

#19

Finance Department

Memo

June 6, 2024

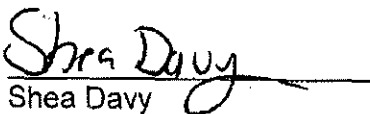
Re: Bid Waiver-Prisoner Processing Area Updates-Capital Project

Mr. Brule:

The Purchasing Agent, on behalf of the Waterford Police Department respectfully seeks a Bid Waiver to obtain construction and renovation services to the prisoner processing area within the facility from Reagan Construction Group LLC in the amount of \$25,575.00 which includes a 10% contingency.

Funds will be made available in line 32925-55918 (Mobile & Portable Radio Replacements).

Respectfully


Shea Davy
Purchasing Agent
Town of Waterford



Marc Balestracci
Police Chief

WATERFORD POLICE DEPARTMENT
41 AVERY LANE
WATERFORD, CT 06385-2819



(860) 442-9451 TEL.
mbalestracci@waterfordct.org

To: Purchasing Agent Shea Davy; Finance Director Kim Allen
Cc: First Selectman Rob Brule
From: Marc Balestracci, Chief of Police
Date: June 6, 2024
Re: FY 2025 Capital Project Bid Waiver Request

The Waterford Police Department requested, and was approved, funding during the FY2025 budgeting process for a prisoner processing area update within our facility. The funding requested was for \$25,575, which includes \$23,250 for the work and supplies, as well as a 10% contingency of \$2,325 in the event of unforeseen work or supplies that may be required and is unexpected. Although the cost of the work with supplies may be under \$25,000, the total amount of funding approved during the budgeting process exceeds \$25,000.

When preparing for the funding request, our department obtained two quotes from local businesses for the work needed. One quote was for \$23,250 and the other was for \$27,735. Both businesses are local, have positive reputations and have a full understanding of the project request.

With the cost of labor and materials consistently increasing and the challenge of scheduling contractors, our department reached out to Reagan Construction Group LLC, who provided the lower cost quote and was able to confirm that the quote remained valid as of June 3, 2024 and that work could begin as soon as August 2024.

Therefore, I respectfully request a bid waiver for the prisoner processing update project, allowing Regan Construction Group LLC to be hired for the work.

Thank you for any consideration,

Marc Balestracci
Chief of Police
Waterford Police Department



Proposal For Renovations

June 3rd 2024

Waterford Police Department
41 Avery Ln
Waterford, CT 06385

Specifications and Allowances

GENERAL CONDITIONS

- Obtain a building permit (Permit cost included)
- *Supply sanitary facilities for tradespeople if needed*
- Provide roll-off service as necessary
- Take all precautions to protect all undisturbed areas

DEMO

- Remove existing appliances and cabinetry in the Processing Room
 - L Countertop and cabinet
 - 3 Fingerprint wall mounted countertops
 - 2 wall mounted storage organizers

FRAMING

- Once cabinetry is removed, will assess framing for replacement cabinets and will restructure as needed.

PLUMBING

- Disconnect plumbing from 1 sink to allow for new cabinets and countertops
- *Supply and install one new eye wash station*
- Install new single handle kitchen style faucet
- Reconnect water and drain lines to new sink



ELECTRICAL

- Install three 48" LED strip lights in processing room over fingerprint desk areas
- Building wall brackets to hold LED lights to block walls
- Remove and replacing any old wires as needed

PAINT

- Paint Processing Room walls and floor

TRIM & PAINT

- Install Trim in new areas as needed
- Prime and finish paint trim as needed

CABINETRY & COUNTERTOP

- Install new prefabricated cabinets and countertops in proposed areas per drawing:
 - Processing Room
 - o L Countertop in formica of choice and cabinet
 - o 3 Finger print wall mounted counter tops in stainless steel
 - o 2 wall mounted storage organizers

COMPLETION

- Remove all debris from the jobsite.
- Thoroughly clean all areas of work.

**** Cost for above scope of work including all materials, labor, and sales tax \$23,250**

Sincerely,

Jeff Reagan
Owner
Ct. Lic. #0643733

**TOWN OF WATERFORD
CAPITAL PROJECT REQUEST FORM
2025 FISCAL YEAR REQUEST**

DEPARTMENT/AGENCY Police Department	CONTACT PERSON Chief Marc Balestracci
PROJECT NAME Prisoner Processing Update	DEPARTMENT PRIORITY 2

1	DESCRIPTION AND JUSTIFICATION (describe the type, purpose & anticipated accomplishments of the project) The Waterford Police Department cell block is in very poor condition. The counters used for processing, the shelving and counters near the sink and fingerprinting area are original to the building and present several concerns to include safety and the ability to properly clean for biohazard contaminations. The area is poorly lit and the walls and floor all need to be repainted. This project will replace all counters with stainless steel to match the safety upgrades made in the cells and create a cleaner environment for those being processed after arrest. It will replace all shelving, install new lighting and paint the common area walls and floor. This project includes a 10% contingency in the event of unforeseen circumstances.																																																																													
2	PROJECT STATUS IF IN PROGRESS																																																																													
3	LIST OTHER PROJECTS WITHIN YOUR DEPARTMENT OR ANOTHER DEPARTMENT THAT WILL BE IMPACTED BY THIS REQUEST																																																																													
4	DESCRIBE THE IMPACT ON DEPARTMENT OPERATING BUDGET (include cost estimate if applicable)																																																																													
5	GRANT FUNDING/OTHER FUNDING, if applicable (detailed explanation of grant/other funding, including the amount, source of funding, status, town match, if any. Attach award letter if available)																																																																													
6	ATTACH PLAN ESTIMATE, SERVICE AREA MAP AND/OR OTHER SUPPORTING DOCUMENTATION (if none, simply state that in the area below)																																																																													
7	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="7" style="text-align: center;">COST/FUNDING SOURCE</th> </tr> <tr> <th style="width: 40%;">FUNDING SOURCE</th> <th style="width: 10%;">APPROVED FUNDING TO DATE</th> <th style="width: 10%;">FY2025</th> <th style="width: 10%;">FY2026</th> <th style="width: 10%;">FY2027</th> <th style="width: 10%;">FY2028</th> <th style="width: 10%;">FY2029</th> </tr> </thead> <tbody> <tr> <td>1 Current Year Capital</td> <td></td> <td style="text-align: right;">25,575</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2 Utility Budget/Sewer Cap Maint Fund</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3 Transfer to CNR</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>4 Short/Long-term Bonds</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>5 LoCIP (detail in section 5 above)</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>6 CNR Undesignated Fund Balance</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>7 Federal/State Grants (detail in section 5)</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>8 Other Funding (detail in section 5 above)</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTALS</td> <td></td> <td style="text-align: right;">25,575</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> </tr> </tbody> </table>	COST/FUNDING SOURCE							FUNDING SOURCE	APPROVED FUNDING TO DATE	FY2025	FY2026	FY2027	FY2028	FY2029	1 Current Year Capital		25,575					2 Utility Budget/Sewer Cap Maint Fund							3 Transfer to CNR							4 Short/Long-term Bonds							5 LoCIP (detail in section 5 above)							6 CNR Undesignated Fund Balance							7 Federal/State Grants (detail in section 5)							8 Other Funding (detail in section 5 above)							TOTALS		25,575	0	0	0	0
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FRAMING

- Once cabinetry is removed, will assess framing for replacement cabinets and will restructure as needed.

PLUMBING

- Disconnect plumbing from 3 sinks to allow for new cabinets and countertops
- Supply and install one new eye wash station
- Install 3 new single handle kitchen faucets
- Reconnect water and drains to new sinks

ELECTRICAL

- Install three 48" LED strip lights in processing room over fingerprint desk areas
- Building wall brackets to hold LED lights to block walls
- Replacing plugs and switches in three kitchenette areas
- Remove and replacing any old wires as needed
- Add any new outlets in the kitchenette areas as needed

PAINT

- Paint Processing Room walls and floor

TRIM & PAINT

- Install Trim in new areas as needed
- Prime and finish paint trim as needed

CABINETRY & COUNTERTOP

- Install new prefabricated cabinets and countertops in proposed areas per drawing:
 - Processing Room
 - o L Countertop in formica of choice and cabinet
 - o 3 Finger print wall mounted counter tops in stainless steel
 - o 2 wall mounted storage organizers



- Conference Room
 - o Small kitchenette upper and lower prefabricated cabinets
 - o Solid Surface countertop
- Break Room
 - o Upper and lower prefabricated cabinetry for kitchenette area
 - o Lower custom cabinetry for second wall
 - o Solid Surface countertops on both sets of cabinets

APPLIANCES

- Supply and install the following appliances in the renovated areas: Allowance \$3,000
 - o Refrigerator comparable to existing style
 - o Glass front mini beverage fridge
 - o 2 Microwave ovens
 - o 4 burner Range cooktop
 - o Range hood vent
 - o Toaster Oven

COMPLETION

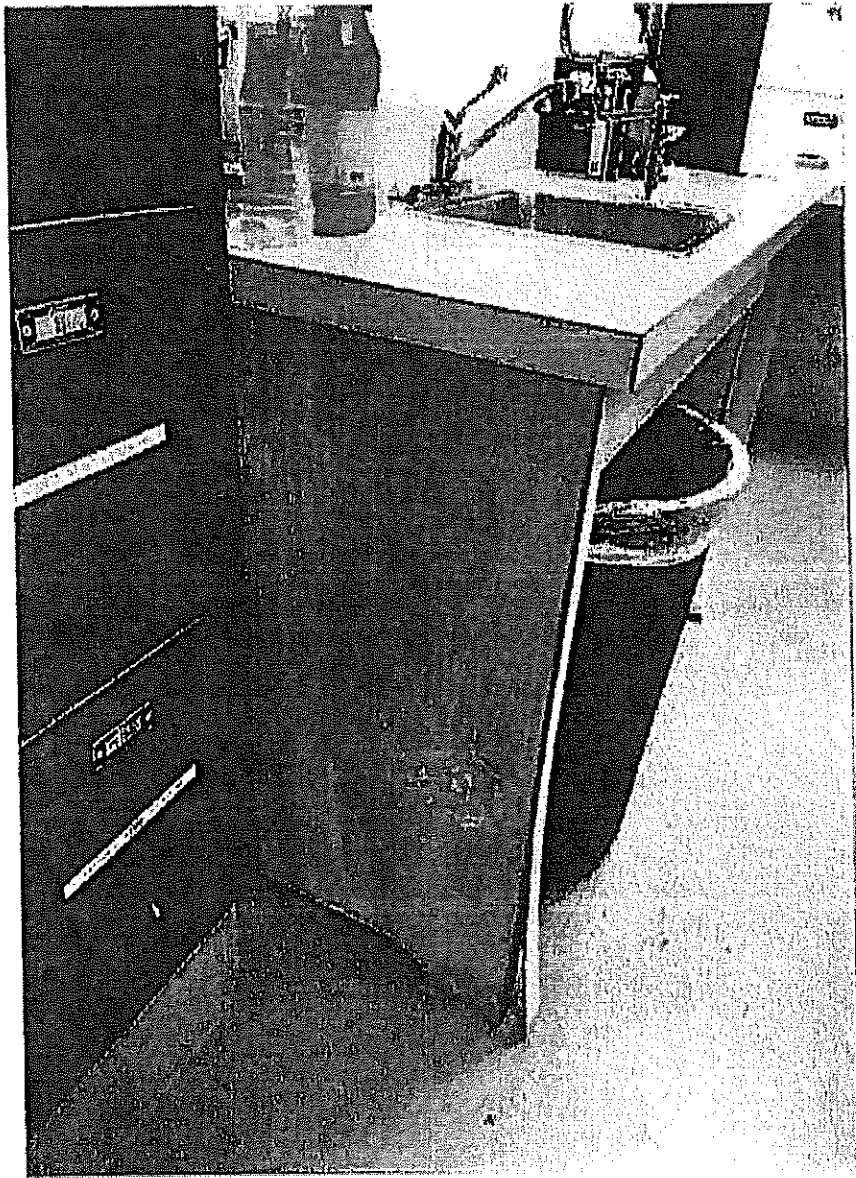
- Remove all debris from the jobsite.
- Thoroughly clean all areas of work.

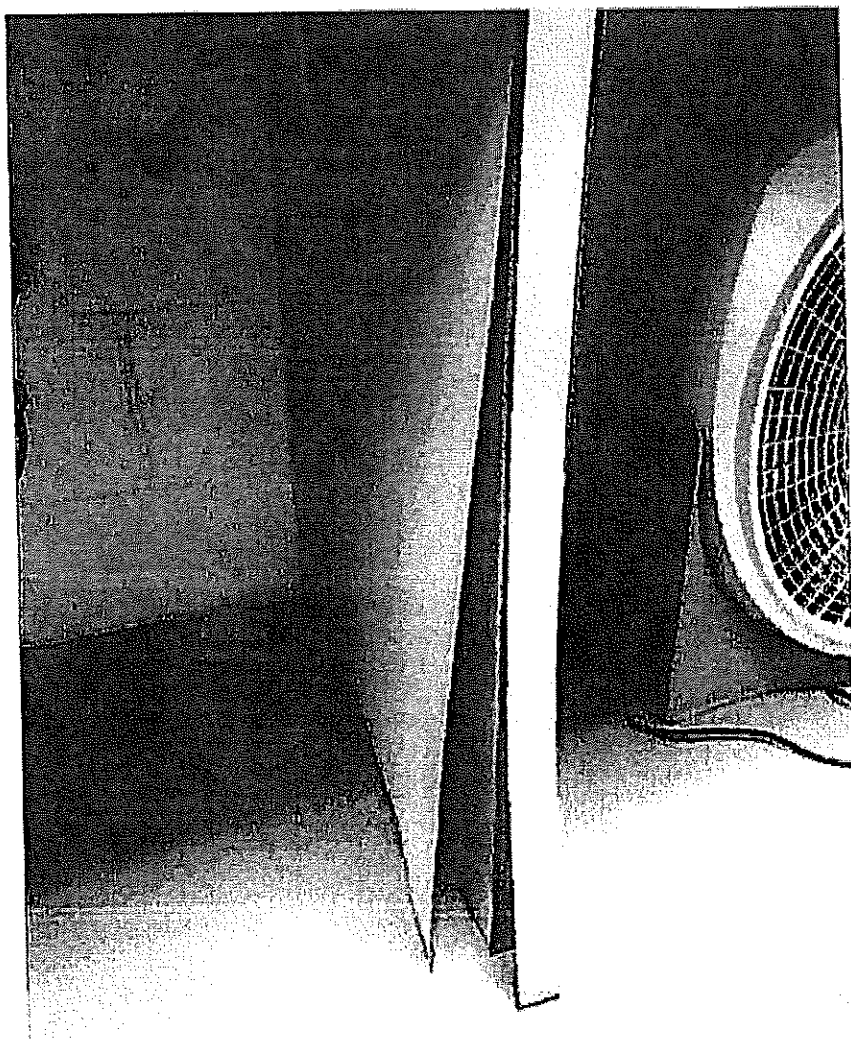
**** Cost for above scope of work including all materials, labor, and sales tax \$59,250**

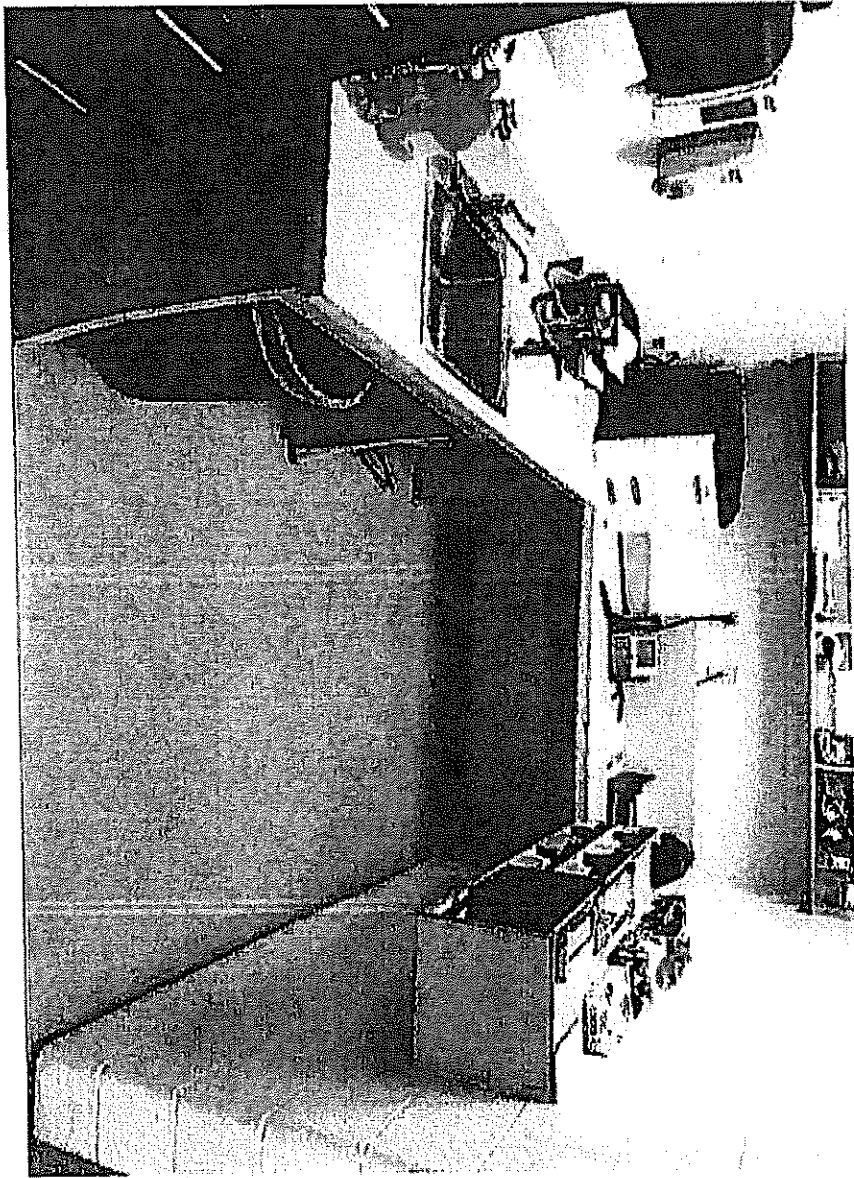
Processing Room	\$23,250
Conference Room	\$14,800
Break Room	\$21,200

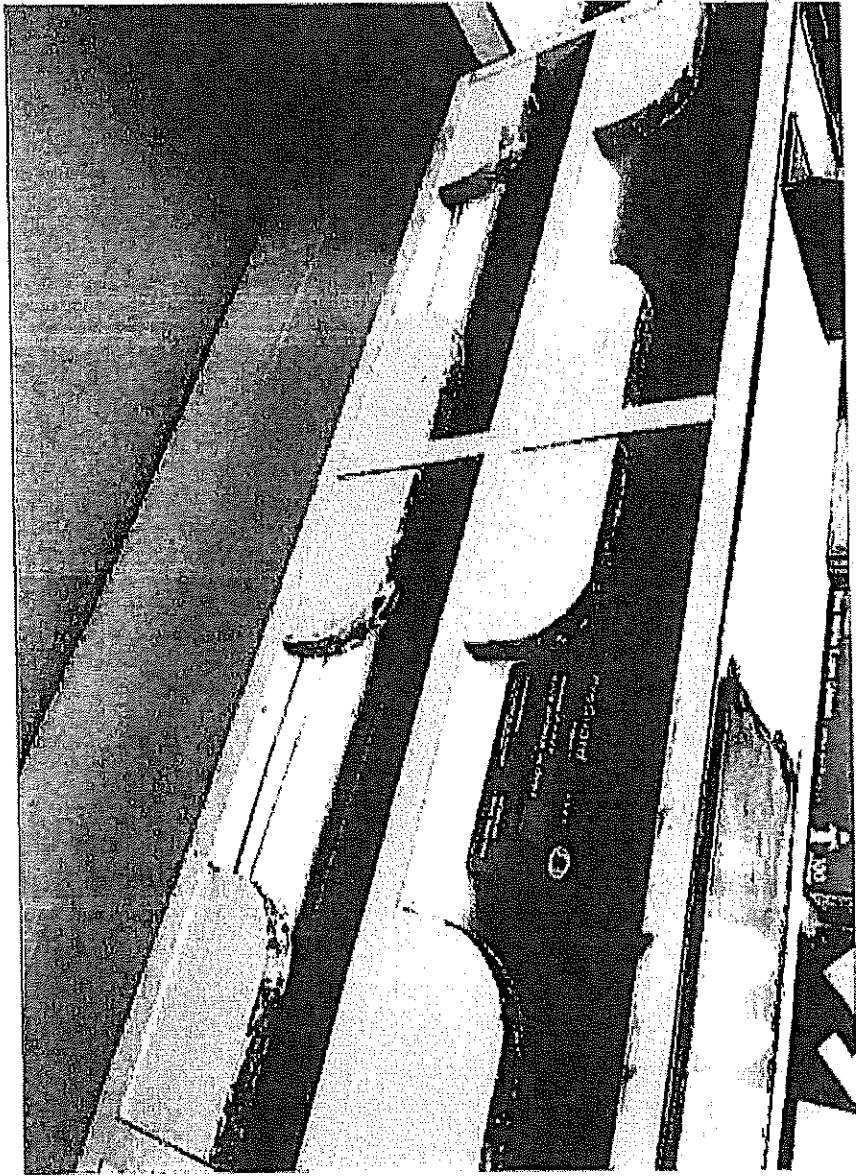
Sincerely,

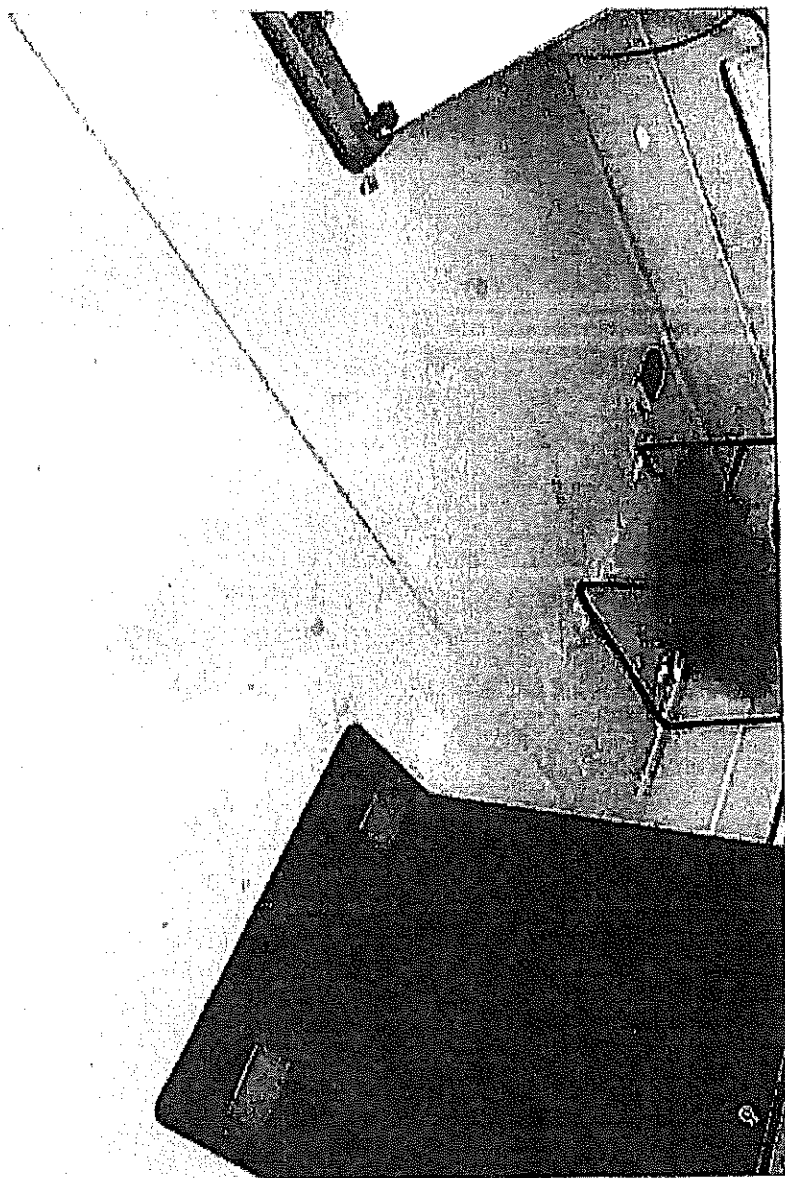
Jeff Reagan
Owner
Ct. Lic. #0643733













Proposal For Renovations

October 5th 2023

Waterford Police Department
41 Avery Ln
Waterford, CT 06385

Specifications and Allowances

GENERAL CONDITIONS

- Obtain a building permit (Permit cost included)
- Supply sanitary facilities for tradespeople if needed
- Provide roll-off service as necessary
- Take all precautions to protect all undisturbed areas

DEMO

- Remove existing appliances and cabinetry in proposed areas:
 - Processing Room
 - L Countertop and cabinet
 - 3 Fingerprint wall mounted countertops
 - 2 wall mounted storage organizers
 - Conference Room
 - Small kitchenette upper and lower cabinets
 - Break Room
 - Upper and lower cabinets from kitchenette area
 - Lower Cabinets from second wall



FRAMING

- Once cabinetry is removed, will assess framing for replacement cabinets and will restructure as needed.

PLUMBING

- Disconnect plumbing from 3 sinks to allow for new cabinets and countertops
- Supply and install one new eye wash station
- Install 3 new single handle kitchen faucets
- Reconnect water and drains to new sinks

ELECTRICAL

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 - o Solid Surface countertop
- Break Room
 - o Upper and lower prefabricated cabinetry for kitchenette area
 - o Lower custom cabinetry for second wall
 - o Solid Surface countertops on both sets of cabinets

APPLIANCES

- Supply and install the following appliances in the renovated areas: Allowance \$3,000
 - o Refrigerator comparable to existing style
 - o Glass front mini beverage fridge
 - o 2 Microwave ovens
 - o 4 burner Range cooktop
 - o Range hood vent
 - o Toaster Oven

COMPLETION

- Remove all debris from the jobsite.
- Thoroughly clean all areas of work.

**** Cost for above scope of work including all materials, labor, and sales tax \$59,250**

Processing Room	\$23,250
Conference Room	\$14,800
Break Room	\$21,200

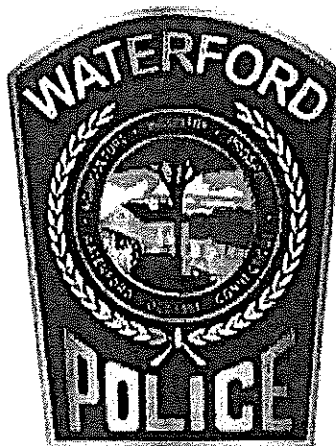
Sincerely,

Jeff Reagan
Owner
Ct. Lic. #0643733



This Estimate Is Prepared For:

Waterford Police Department



41 Avery Lane,
Waterford CT 06320

61 W Main St | Mystic, CT 06355
[O] 860-536-7663 | [F] 860-536-7674 | [E] info@advimpllc.com |

Advanced Improvements LLC HIC #0607800 NIC #0011904



Date 10/23/23

Proposal for the Waterford Police Department

Job Location: 41 Avery Lane, Waterford CT 06320

This estimate is for a variety of remodels throughout the department.

Price includes labor and material

Mobilize

Total Labor & Material: \$1,375

Kitchen/ Coffee Area

- Remove existing kitchen cabinets, countertop, sink, and coffee area
- Clean Up
- Paint area behind demo area
- Install new kitchen cabinets
- Install solid surface counter including sink and faucets
- Install fan sink and faucet
- Install microwave
 - Allowance: \$250
- Install cabinets with solid counter for coffee area
- Install open shelving above cabinets in counter area

Total Labor & Material: \$23,864.50

Processing Area

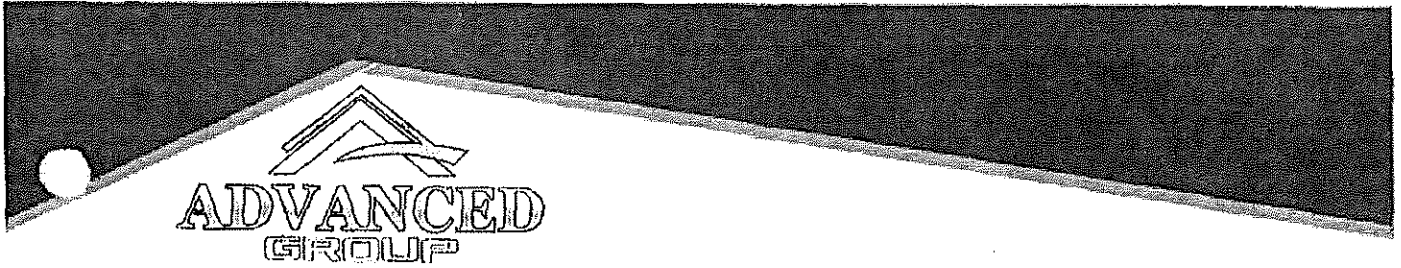
- Sand all areas of floor of processing
- This area does not include closed cells
- Prep all walls in processing area
- Primer with concrete paint for all floors
- Paint with two coat finish
- Decision maker's choice of color
- Install three LED lights in three station processing areas
- Install stainless desktop working areas

Note: This price does not include steel doors, tables, or stainless-steel area.

Total Labor & Material: \$27,735

61 W Main St | Mystic, CT 06355
[O] 860-536-7663 | [F] (860) 536-7674 | [E] info@advimpllc.com |

Advanced Improvements LLC HIC #0607800 NIC #0011904



Supply Station Area

- Install new counter (laminate)
- Install new sink and eye wash area
- Install open shelves

Total Labor & Material: \$7,892.50

Training Area

- Remove existing kitchenette, counter, refrigerator, and sink
- Install new cabinets
- Install solid surface countertop
- Install sink and faucet
- Install small refrigerator

Total Labor & Material: \$14,190

Permit & Dumpster

- Haul Away Debris

Total Labor & Material: \$1,375

Customer Courtesy Discount for Public Safety Service: - \$2,000

*Advanced Group proposes to furnish all material & labor complete
in accordance with specifications above.*

Grand Total

\$74,432

*This price does not include sales tax. If sales tax is applicable, it will be added to each invoice.

**Any additional scope of work beyond listed scope of work will be considered a change order & billed separately to the client.

*** Advanced Group recommends a professional lawn care company be contacted to ensure proper regrowth of disturbed areas.

****There may be multiple colors available but are not stock items and would require longer lead times and additional cost.

*****This proposal is subject to change as the cost and availability of material is not stable at the present time.

*****Appliances are not Advanced responsibility to install or adjust.

61 W Main St | Mystic, CT 06355

[O] 860-536-7663 [F] (860) 536-7674 [E] info@advimpilc.com |

Advanced Improvements LLC HIC #0607800 NIC #0011904

#20

TOWN OF WATERFORD
TRANSFER REQUEST FORM
Out of Series Transfer Request

FACILITIES
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10111	51140	COORDINATOR	73,708.00	19,812.56		(19,812.00)	0.56
2	10111	51910	FRINGE BENEFITS	75.00	50.00		(50.00)	0.00
3	10111	51920	FICA	5,639.00	1,711.47		(1,711.00)	0.47
4	10111	52110	WATER	20,450.00	(4,222.23)	5,222.00		999.77
5	10111	52040	SERVICE CONTRACTS	243,570.00	(273,218.46)	16,351.00		(256,867.46)
								0.00
								0.00
				TOTAL	21,573.00	(21,573.00)		

Explanation

Service contracts were put into deficit because of emergency services needed at the Eugene O'Neill property to bring fire protection up to code after inspected by the town fire inspector.

Department Head

Date

Kim Allen
Director of Finance

6/7/2024
Date

First Selectman

Date

Commission/Board Approval

Date

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13						
	ORIGINAL APPROP	TRANS/AJUS/MS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET % USED
101 GENERAL FUND						
1011 BUILDING MAINTENANCE						
51140 FACILITIES COORDINATOR						
10111 51140	73,708.00	FACILITIES COORDINATOR 0.00	73,708.00	53,895.44	0.00	19,812.56 73.1%
51910 FRINGE BENEFITS						
10111 51910	75.00	FRINGE BENEFITS 0.00	75.00	25.00	0.00	50.00 33.3%
51920 F.I.C.A.						
10111 51920	5,639.00	F.I.C.A. 0.00	5,639.00	3,927.53	0.00	1,711.47 69.6%
52040 SERVICE CONT AND REPAIRS						
10111 52040	243,570.00	SERVICE CONT. AND REPAIRS 0.00	243,570.00	451,030.15	65,758.31	-273,218.46 212.2%
52090 HEATING FUEL						
10111 52090	130,000.00	FUEL OIL 9,098.00	139,098.00	129,533.17	0.00	9,564.83 93.1%
52100 ELECTRICITY						
10111 52100	398,278.00	ELECTRICITY 3,000.00	401,278.00	337,854.58	0.00	63,423.42 84.2%
52110 WATER						
10111 52110	15,725.00	WATER 4,725.00	20,450.00	24,672.23	0.00	-4,222.23 120.6%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13						
ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52120 SEWER						
10111 52120	SEWER 2,640.00	24,415.00	24,129.70	0.00	285.30	98.8%
53020 OTHER SUPPLIES						
10111 53020	OTHER SUPPLIES 0.00	6,000.00	5,914.72	85.28	0.00	100.0%
55030 BUILDING IMPROVEMENTS						
10111 55030	PUBLIC IMPROVEMENTS 0.00	5,000.00	4,982.36	0.00	17.64	99.6%
TOTAL BUILDING MAINTENANCE						
899,770.00	19,463.00	919,233.00	1,025,964.88	65,843.59	-182,575.47	119.9%
TOTAL GENERAL FUND						
899,770.00	19,463.00	919,233.00	1,035,964.88	65,843.59	-182,575.47	119.9%
TOTAL EXPENSES						
899,770.00	19,463.00	919,233.00	1,035,964.88	65,843.59	-182,575.47	
GRAND TOTAL						
899,770.00	19,463.00	919,233.00	1,035,964.88	65,843.59	-182,575.47	119.9%

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

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TOWN OF WATERFORD

TRANSFER REQUEST FORM

Out of Series Transfer Request

FINANCE
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	ACCOUNT INCREASE	ACCOUNT DECREASE	REVISED Available Budget
1	10107	52020	POSTAGE	4,000.00	(235.85)	800.00		564.15
2	10107	52030	PROFESSIONAL FEES	55,803.00	(1,999.49)	4,775.00		2,775.51
3	10107	52080	TELEPHONE	16,659.00	(634.48)	1,500.00		865.52
4	10107	53010	OFFICE SUPPLIES	20,000.00	(958.78)	1,000.00		41.22
5	10107	52010	ADVERTISING	2,142.00	2,027.84		(2,000.00)	27.84
6	10107	52050	DUES, CONFERENCES, EDU	8,646.00	3,762.79		(3,000.00)	762.79
7	10107	51810	OVERTIME	2,650.00	2,390.85		(2,300.00)	90.85
8	10107	51910	FRINGE BENEFITS	2,565.00	582.39		(580.00)	2.39
9	10107	52070	REIMBURSEABLE EXPENSES	100.00	80.87		(80.00)	0.87
10	10107	54010	FURNITURE	115.00	115.00		(115.00)	0.00
								0.00
						TOTAL	8,075.00	(8,075.00)

Explanation

1. Postage rates increased after budget approved.

2. ADP rates increased after budget approved (includes payroll and timekeeping).

3. Increased costs.

4. Increase in costs across all supplies used by town.

Funds available as bids are advertised electronically, education not requested, balance to required paid fringe benefits.

Department Head

Kim Allen
Director of Finance

Date

6/16/24

Date

First Selectman

Date

Commission/Board Approval

Date

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13									
	ORIGINAL APPROP	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
101 GENERAL FUND									
10107 FINANCE									
51010 ELECTED OFFICIALS									
10107 51010	29,287.00	ELECTED OFFICIALS 330.00	29,617.00	27,148.20	0.00	2,468.80	91.7%		
51110 ADMINISTRATION									
10107 51110	366,228.00	ADMINISTRATION 2,394.00	368,622.00	340,409.73	0.00	28,212.27	92.3%		
51210 CLERICAL AND TECHNICAL									
10107 51210	147,730.00	CLERICAL AND TECHNICAL 0.00	147,730.00	134,499.05	0.00	13,230.95	91.0%		
51810 OVERTIME									
10107 51810	2,650.00	OVERTIME 0.00	2,650.00	259.14	0.00	2,390.86	9.8%		
51910 FRINGE BENEFITS									
10107 51910	2,565.00	FRINGE BENEFITS 0.00	2,565.00	1,982.61	0.00	582.39	77.3%		
51920 F.I.C.A.									
10107 51920	41,957.00	F.I.C.A. 163.00	42,120.00	36,250.18	0.00	5,869.82	86.1%		
52010 ADVERTISING									
10107 52010	200.00	ADVERTISING 1,942.00	2,142.00	114.16	0.00	2,027.84	5.3%		

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 13

	ORIGINAL APPROP	TRANS/ADJST	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
52020 POSTAGE							
10107 52020	4,000.00	0.00	4,000.00	4,233.85	0.00	-233.85	105.8%
52030 PROFESSIONAL FEES							
10107 52030	55,400.00	PROFESSIONAL FEES 403.00	55,803.00	53,657.69	4,144.80	-1,999.49	103.6%
52040 SERVICE CONT. AND REPAIRS							
10107 52040	49,109.00	SERVICE CONT. AND REPAIRS -1,600.00	47,509.00	57,611.42	790.46	-10,892.88	122.9%
52050 DUES, CONFER							
10107 52050	11,721.00	DUES, CONFERENCES & EDUCATION -3,075.00	8,646.00	4,883.21	0.00	3,762.79	56.5%
52070 REIMBURSABLE EXPENSES							
10107 52070	100.00	REIMBURSABLE EXPENSES 0.00	100.00	19.13	0.00	80.87	19.1%
52080 TELEPHONE							
10107 52080	16,659.00	TELEPHONE 0.00	16,659.00	17,171.37	122.11	-634.48	103.8%
53010 OFFICE SUPPLIES							
10107 53010	20,000.00	OFFICE SUPPLIES 0.00	20,000.00	19,474.77	1,484.01	-958.78	104.8%
54010 FURNITURE							
10107 54010	115.00	FURNITURE 0.00	115.00	0.00	0.00	115.00	.0%

Town of Waterford, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
54900 OFFICE EQUIPMENT						
10107 54060	OFFICE EQUIPMENT 0.00	2,330.00	2,329.06	0.00	0.94	100.0%
TOTAL FINANCE	747,721.00	2,887.00	700,043.57	6,541.38	44,023.05	94.1%
TOTAL GENERAL FUND	747,721.00	2,887.00	700,043.57	6,541.38	44,023.05	94.1%
TOTAL EXPENSES	747,721.00	2,887.00	700,043.57	6,541.38	44,023.05	
GRAND TOTAL	747,721.00	2,887.00	700,043.57	6,541.38	44,023.05	94.1%

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

#22

TOWN OF WATERFORD TRANSFER REQUEST FORM

In Series (Over \$1000)

RETIREMENT COMMISSION
DEPARTMENT

Line No.	Org. Code	Object Code	Object Description	APPROVED Budget Amount	CURRENT Available Budget	Budget Transfer INCREASE	Budget Transfer DECREASE	REVISED Available Budget
1	10116	51930	HEART & HYPERTENSION	\$ 177,448	\$ (42,510)	46,910.00		\$ 4,400
2	10116	51945	RETIREE BENEFITS	\$ 393,793	\$ (39,510)	47,510.00		\$ 8,000
3	10116	51949	OPEB TRUST	\$ 1,458,305	\$ (5,200)	5,200.00		\$ -
4	10116	51940	PENSION CONTRIBUTIONS	\$ 5,020,191	\$ 1,181,749		(99,620.00)	\$ 1,082,129
						TOTAL	99,620.00 (99,620.00)	\$ -

Explanation:

1. Payments higher than budgeted due to additional payee.
2. Retiree claims higher than anticipated.
3. OPEN administration fee.
4. Pensions contributions lower due to staff turnover.

Department Head
Kim Allen
Director of Finance

Date
6/6/24
Date

First Selectman

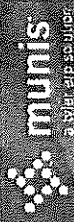
Date

Commission/Board Approval

Date

Town of Waterford, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 JS						
	ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET % USED
101 GENERAL FUND						
10116 RETIREMENT COMMISSION						
51930 HEART AND HYPERTENSION						
10116 51930	177,448.00	HEART AND HYPERTENSION 0.00	177,448.00	219,957.93	0.00	-42,509.93 124.0%
51940 PENSION CONTRIBUTIONS						
10116 51940	5,020,191.00	PENSION CONTRIBUTIONS 0.00	5,020,191.00	3,838,442.24	0.00	1,181,748.76 76.5%
51945 RETIREE HEALTH BENEFITS						
10116 51945	393,793.00	RETIREE HEALTH BENEFITS 0.00	393,793.00	383,953.95	49,349.88	-39,510.83 110.0%
51949 OPEB TRUST FUND CONTRIBUTION						
10116 51949	1,458,305.00	OPEB TRUST FUND CONTRIBUTION 0.00	1,458,305.00	1,463,505.00	0.00	-5,200.00 100.4%
TOTAL RETIREMENT COMMISSION						
	7,049,737.00	0.00	7,049,737.00	5,905,859.12	49,349.88	1,094,528.00 84.5%
TOTAL GENERAL FUND						
	7,049,737.00	0.00	7,049,737.00	5,905,859.12	49,349.88	1,094,528.00 84.5%
TOTAL EXPENSES						
	7,049,737.00	0.00	7,049,737.00	5,905,859.12	49,349.88	1,094,528.00
GRAND TOTAL						
	7,049,737.00	0.00	7,049,737.00	5,905,859.12	49,349.88	1,094,528.00 84.5%

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

H 23 ~

June 5, 2024

Board of Selectmen
Waterford, CT

Re: Expression of Interest Waterford Harbor Management Commission

Dear Mr. Brule:

Please accept this letter as an indication of my interest in serving as a member of the Waterford Harbor Commission. I appreciate the Board's consideration of my candidacy and am available if anyone has any questions for me or would like any additional information.

Best regards,

Jerry Porter

19 East Neck Rd
Waterford, CT

WATERFORD DEMOCRATIC TOWN COMMITTEE

10 Clark Place • Quaker Hill, CT • 06375

May 27, 2024

Board of Selectmen
15 Rope Ferry Road
Waterford, CT 06385

RE: Harbor Management Commission Appointment

Gentlemen,

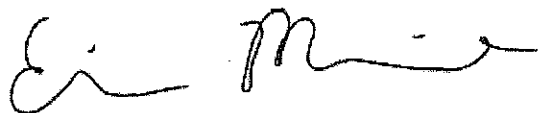
On behalf of the Waterford Democratic Town Committee, I offer this letter of support for **Jerry Porter** for appointment as a Member on the Harbor Management Commission to fill the vacancy in the term that runs from 2/17/24 through 2/16/27. His contact information is as follows:

Jerry Porter
19 East Neck Road
Waterford, CT 06385
biddeford5@yahoo.com
860-437-1751

A highly accomplished professional with over 40 years of work experience in supply chain management. Jerry has proven himself to be a thoughtful, active and reliable participant. The DTC believes that he would be an engaged addition to the Commission's deliberations. We strongly recommend that the BOS appoint Jerry Porter to the Harbor Management Commission and are confident he would prove to be an asset if granted the opportunity to serve in this new capacity.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Ed Miller". The signature is fluid and cursive, with the first name "Ed" and last name "Miller" clearly distinguishable.

Erin McBride
Chair, Waterford DTC

#23b

Richard Gonyo

Contact Information

35 Pepperbox Road

Waterford CT 06385

June 5th 2024

Dear Robert Brule

I am writing you this letter to express my interest in the open position on the Building Board of Appeals. This sounds like a great opportunity for me to serve the Town, and Members of the Community in Waterford.

With my 30+ years of experience in building and knowledge of building codes I believe I would make a great fit for this position.

I look forward to hearing from you to learn more about the position.

Sincerely,

Richard Gonyo

Richard Gonyo

Robert Brule

First Selectman

Town of Waterford

15 Rope Ferry Road

Waterford CT. 06385

#23C

Shannon Withey

From: MIKE & KATHLEEN ELBAUM <elbaum@sbcglobal.net>
Sent: Friday, May 17, 2024 8:28 AM
To: Robert Brule; Shannon Withey
Subject: Waterford Town Design Review Board & Friends of Nevins Cottage Inc Board

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.

Good morning Mr. Brule,

I am writing you as I would like to express interest in serving on both the Town **Design Review Board** and Friends of Nevins Cottage panels.

If considered, below please find my contact information for upcoming meetings and events.

Michael D. Elbaum
6 Gilead Road
Waterford, CT 06385

CELL: 860-705-1145
Email: elbaum@sbcglobal.net

Sent from AT&T Yahoo Mail on Android

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

To: Board of Selectmen

From: Alan Wilensky, CCMC

Date: May 23, 2024

Subject: Rate Bill and Tax Warrant for the 2023 Grand List

I have attached a Rate Bill and Tax Warrant for the 2023 Grand List. Connecticut General Statute 12-130 directs the Selectmen to sign the Rate Bill. I would then ask that you deliver the document to a Justice of the Peace or Judge of the Superior Court so that the Tax Warrant may be signed. The entire document should then be returned to me in the tax office in order to commence collection of the taxes.

Please contact me if you have any questions or require additional information.

Thank you.



Alan Wilensky, CCMC
Waterford Tax Collector

Attachment

RATE BILL

Sec. 12-130

May 23, 2024

At a meeting of the Board of Finance of the Town of Waterford legally warned and held on May 22, 2024, it was voted to lay a tax of 22.30 mills on the dollar on the grand list of October 1, 2023.

The annexed Rate Bill is made in accordance with such vote. In accordance with Connecticut General Statutes Sections 12-142, 12-144, and 12-144a, the R.T.M. voted on May 15, 2024, that said tax shall be due and payable as follows: Real Estate over \$100.00 in two equal installments due July 1, 2024, and January 1, 2025; Personal Property, Motor Vehicle and remaining Real Estate due July 1, 2024; and Supplemental Motor Vehicle due January 1, 2025.

TAX WARRANT

Sec. 12-130 and 12-132

To Alan Wilensky, Collector of Taxes of the Town of Waterford, in the county of New London, Connecticut,
Greeting:

By Authority of the State of Connecticut, you are hereby commanded forthwith to collect of each person named in the annexed list his proportion of the same, as therein stated, being a tax laid by the Board of Finance of the Town of Waterford on the 22nd day of May, A.D. 2024. And you are to pay the amount of said tax, less abatements, and less taxes the lien for which has been continued by certificate to the Treasurer of said Town of Waterford on or before the 10th day of each month, A.D. 2024-2025. And if any person fails to pay his proportion of said tax, upon demand, you are to levy upon his goods and chattels, and dispose of the same as the law directs; and after satisfying said tax and the lawful charges, return the surplus, if any, to him; and if such goods and chattels do not come to your knowledge, you are to levy upon his real estate, and sell enough thereof to pay his tax and the costs of levy, and give to the purchaser a deed thereof; or you are to garnishee the wages due such person from any employer, in the same manner as if judgement therefor had been entered, in accordance with section 52-361.

Selectmen

Dated at Waterford, Connecticut, this ____ day of _____, A.D. 2024.

Judge of the Superior Court/Justice of the Peace

#266

Shannon Withey

From: Skip Wilson <wilson.skip@gmail.com>
Sent: Wednesday, June 5, 2024 10:01 AM
To: First Selectman
Subject: Juneteenth

Follow Up Flag: Follow up
Flag Status: Flagged

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.

Rob,

I want to applaud you for your bold and courageous decision to make Juneteenth a town holiday.

This decision sends an important signal in our community and across the region that injustice is a part of our history, and that the legacy of slavery is still very much with us today. Having Juneteenth be a holiday forces each generation to grapple with that history and to strive for positive change against the present-day injustices that exist in our community.

Given the highly polarized political climate we live in, I'm sure you will be criticized and perhaps even attacked for making this decision. That's why I'm sending you this note, to let you know that you have my support, and to thank you for taking a principled stand on this issue which I believe is the right thing to do.

Best regards,

Skip Wilson
Quaker Hill

#26C



May 20, 2024

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

RE: Thames River Garden Club
Official Citation of Recognition

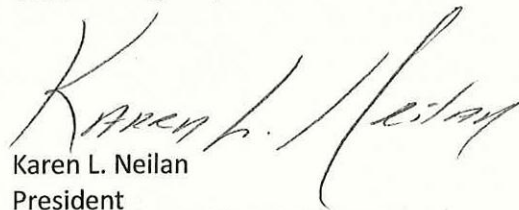
Dear Rob,

On behalf of the Thames River Garden Club, I would like to extend the utmost gratitude to you and the Town of Waterford for the Official Citation of Recognition bestowed upon us in honor of our 70th Anniversary. We look forward to embracing every opportunity that presents itself to ensure our legacy continues to live on for decades to come.

Your prestigious commemoration was very admirable and shall remain a keepsake in our history.

Many thanks for sharing in this joyous and memorable occasion.

Warmest regards,


Karen L. Neilan
President

#26d

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
May 28, 2024 | 1
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

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 Kotfer", written in a cursive style.

Katrina Kotfer
Recording Secretary

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

RECEIVED FOR RECORD
WATERFORD, CT

2024 MAY 13 A 10:06

ATTEST: *Doreen L. Langas*
TOWN CLERK

MINUTES
BOARD OF SELECTMEN REGULAR MEETING
Tuesday, May 7, 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:** Helen Kwasniewski – Planning & Zoning complaint
4. **Assessor:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Assessor, Paige Walton, in the amount of \$800 to cover year end needs expectations and forward on to the Board of Finance if approved.

MOTION by Attanasio, to table, VOTING IN FAVOR: 0-1 FAILED

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

Voting For: Muckle, Brule

Voting Against: Attanasio

5. **Recreation and Parks – Surplus Assets:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Recreation and Parks Director, Ryan McNamara, for surplus disposal of the following item as its outlived its usefulness:

- **Asset #9204030508-1976 Pedestrian Bridge**

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

6. **Information Technology - Bid Award:** Bid #GEN 24-003 Camera and

Security Installation: To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Information Technology Manager, Jeffrey Robillard, to award the bid to Utility Communications Inc., in the amount of \$1,682,605.46. Funds will be available from line #20560-57842, (Town Wide Security) and line #20560-57842, (School Security).

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

7. **Building Department:** To consider and act on the following request for a FY24 In-Series Transfer from the Director of Planning, Jonathan Mullen, in the amount of \$6,100 to cover contractual salary requirements:

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

8. **Emergency Management Services:** To consider and act on the following request for a FY24 In-Series Transfer from the Emergency Management Director, Steven Sinagra, in the amount of \$23,000 to cover total year end outcomes based on salary predictions.

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

9. **Additional Appropriation – Library Staff Increases** – To consider and act on a request for a FY24 additional appropriation, from the Library Director, Christine Johnson, in the amount of \$2,166, line #10136-51110 (administration), \$32,439, line #10136-51210 (clerical), \$3,572, line #10136-51220 (Custodial), \$526, line #10136-51920 (FICA) totaling \$42,818 and forward on to the Board of Finance if approved.

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

10. **Library:** To consider and act on the following request for a FY24 In-Series Transfer from the Library Director, Christine Johnson, in the amount of \$1,400 to cover underfunded FICA line.

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

11. **Fire Services:** To consider and act on the following request for a FY24 In-Series Transfer from the Fire Services Administrator, Michael Howley, in the amount of \$5,280 to cover unforeseen repairs and rate increases.

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

12. **Public Works - Surplus Assets:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Director of Public Works, Gary Schneider, for surplus disposal and reassign to the Utility Commission.

- Asset #100475, 2009 International WorkStar 7400 Serial #

1HTWDAAR29J077349

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

- 13. Board of Finance:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Director of Finance, Kim Allen, in the amount of \$14,169 to cover year end needs expectations and forward on to the Board of Finance if approved.

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

- 14. Finance:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the Director of Finance, Kim Allen, in the amount of \$3,075 to cover higher than anticipated costs and forward on to the Board of Finance if approved.

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

- 15. Finance Department - Surplus Assets:** To consider and act on a recommendation from Shea Davy, Purchasing Agent, on behalf of the Director of Finance, Kim Allen, for surplus disposal:

- **Asset ID: 101254-Kronos Time Clock**
- **Asset ID: 101255-Kronos Time Clock**

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

- 16. Debt Service:** To consider and act on the following request for a FY24 In-Series Transfer from the Director of Finance, Kim Allen, in the amount of \$63,000 to cover refunding costs.

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

- 17. First Selectman's Office:** To consider and act on the following request for a FY24 Out-of-Series Transfer from the First Selectman, Robert Brule, in the amount of \$800 to cover negative line items and forward on to the Board of Finance if approved.

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

MOTION by Muckle, seconded by Attanasio to redact and abstain, VOTING IN FAVOR: 3-0 PASSED

MOTION by Muckle, seconded by Attanasio, VOTING IN FAVOR: 2-0 PASSED
Abstain: Attanasio

- 18. Appointments & Resignations:** N/A

19. New Business: Follow-up question to #6, how much is Town side vs BOE side

20. Old Business: Update regarding LEARN

21. Correspondence:

21a. Special Revenue Funds March 2024

21b. Town of Waterford State Radio System FY25 Bond Requests and Support letters

22. Consent Agenda

22a. Tax Refund

22b. Board of Selectmen Regular Meeting Minutes April 16, 2024

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

23. Adjournment: 5:48 pm

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