

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

BOARD OF FINANCE
AGENDA

Waterford Town Hall
Budget Hearing
REVISED 3-6-24

Monday, March 11, 2024
Town Hall, 7:00 p.m.

1. Call to Order
2. Public Comment
3. 10145 – Human Resources
4. 10107 – Finance Department
5. 10116 – Retirement Commission
6. 10112 – Insurance
7. 10108 – Legal Department
8. 10147 – Information Technology
9. 10122 - Emergency Management
10. 10133 – Public Health & Nursing
11. Adjournment

RECEIVED FOR RECORD
WATERFORD, CT
2024 MAR -7 A 9:27
ATTEST: David J. Langston
TOWN CLERK

Glenn Patterson, Chairman

TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

10145 HUMAN RESOURCES DEPARTMENT

DEPT/AGENCY:

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMBRAS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 BD OF SELECTMEN APPROVED (1/31/24)	BOS Approved \$ Increase	BOS Approved % Increase
PERSONNEL COSTS									
51110	ADMINISTRATION	92,379	92,025		45,238	96,819	96,819	4,794	5.21%
51210	CLERICAL/TECHNICAL	64,027	63,784		50,628	59,969	59,969	(3,815)	-5.98%
51920	F.I.C.A	11,319	11,920		7,124	11,995	11,995	75	0.63%
	SUBTOTAL	167,725	167,729	0	102,990	168,783	168,783	1,054	0.63%
SERVICES									
52010	ADVERTISING	1,661	4,000		785	4,400	4,400	400	10.00%
52020	POSTAGE	514	968		228	904	904	(64)	-6.61%
52030	PROFESSIONAL FEES	68,772	75,000		19,390	75,000	75,000	0	0.00%
52040	SERVICE CONT. & REPAIR	1,167	1,467		479	1,467	1,467	0	0.00%
52050	DUES, CONF. & EDUCATION	420	455		194	885	885	430	94.51%
52070	REIMBURSABLE EXPENSE	0	250		77	250	250	0	0.00%
52080	TELEPHONE	492	495		205	495	495	0	0.00%
52300	TRAINING	2,765	6,300		0	6,470	6,470	170	2.70%
52570	EMPLOYEE ASSIST. PROGRAM	2,119	2,172		2,171	4,500	4,500	2,328	107.18%
	SUBTOTAL	77,910	91,107	0	23,529	94,371	94,371	3,264	3.58%
MATERIALS & SUPPLIES									
53020	OTHER SUPPLIES	899	1,000		552	1,050	1,050	50	5.00%
	SUBTOTAL	899	1,000	0	552	1,050	1,050	50	5.00%
	DEPARTMENT TOTAL	246,534	259,836	0	127,071	264,204	264,204	4,368	1.68%

TOWN OF WATERFORD

FY 2025 BUDGET REQUEST

HUMAN RESOURCES DEPARTMENT



The Town's Human Resources function has the responsibility to coordinate the personnel actions in the Town in such a manner as to provide the community with efficient, economical service and aid in staffing the general government of the town with qualified, productive personnel (Code of Ordinances, Waterford, Connecticut 2.116.30).

Our Mission:

Our mission in Human Resources is to provide the Town's citizens with quality, cost-effective services in the areas of recruitment, retention, labor relations, training, safety and administration of all benefits and employment policies of the Town. Our goal is to provide the above services with integrity and efficiency in all of our interactions in a work environment that is characterized by fairness, open communication, personal accountability, trust and mutual respect. The Town of Waterford recruits, hires, compensates, trains and promotes persons on the basis of qualifications for the work to which they will be assigned. The Town is committed to ensuring that applicants are employed and employees are treated fairly during employment without regard to race, color, sex, sexual orientation, gender identity or expression, national origin, ancestry, religion, age, veteran status, physical or intellectual disability, marital status, present or past history of mental disorder, learning disability or any other characteristic protected by federal, state or local law. All employment-related policies, procedures and actions are designed to comply with applicable laws.

Looking Back:

During FY 2023, the Human Resources Department posted and/or advertised 57 open positions, resulting in 17 promotions, 28 new full-time hires, and 12 new part-time hires. In addition, the Department processed 97 seasonal new/re-hires consisting of 41 employees for the Recreation & Parks Department playground program and beach staff and 56 employees for the Youth & Family Services' Camp DASH program.



TOWN OF WATERFORD

FY 2025 BUDGET REQUEST

HUMAN RESOURCES DEPARTMENT



The Human Resources Department also processed 31 retirements/resignations in FY 2023, including the following positions that had employees who served the Town of Waterford for over 20 years:

- Office Coordinator I (Rec & Park Dept): 48 years of service
- Fire Marshal: 38 years of service
- Traffic Device Control Technician: 33 years of service
- Refuse Truck Driver: 32 years of service
- Mechanic: 30 years of service
- Firefighter: 28 years of service
- Public Safety Dispatcher II: 26 years of service
- Lieutenant (Police Dept.): 25 years of service
- Public Safety Dispatcher I: 25 years of service
- Clerk/Typist III (Public Works): 25 years of service
- Deputy Town Clerk: 24 years of service
- Director of Recreation & Parks: 23 years of service
- Refuse Truck Driver: 20 years of service
- Director of Utilities: 20 years of service

Turnover by Fiscal Year



As positions became open due to retirements or resignations or for any newly created positions, the Human Resources Director, along with labor counsel and the union (if applicable), reviewed job descriptions to ensure the duties of the position and the minimum qualifications were accurately reflected. During FY 2023, the Human Resources Director presented 12 revised job descriptions to the Personnel Review Board (PRB), which is the governing body that must approve any new or revised job descriptions before they become effective.

TOWN OF WATERFORD

FY 2025 BUDGET REQUEST

HUMAN RESOURCES DEPARTMENT



In regards to collective bargaining, the Town of Waterford settled three contracts during FY 2023:

1. United Public Service Employees Union (UPSEU) Waterford Public Safety Dispatchers Collective Bargaining Agreement for July 1, 2022 – June 30, 2026 was ratified by the Representative Town Meeting (RTM) on October 3, 2022.
2. Local 1303-037 of Council #4, American Federation of State, County, and Municipal Employees (AFSCME) Collective Bargaining Agreement for July 1, 2022 – June 30, 2026 was ratified by the RTM on November 14, 2022.
3. United Public Service Employees Union/Connecticut Organization for Public Safety Division (UPSEU/COPS) Waterford Police Union Collective Bargaining Agreement for July 1, 2022 – June 30, 2026 was ratified by the RTM on November 14, 2022.

Negotiations began in FY 2023 with the Local 818 of Council #4, American Federation of State, County, and Municipal Employees (AFSCME), General Government Administrators (GGA) Union. This collective bargaining agreement is expected to be settled in FY 2024.

Looking Forward:

For FY 2025, the Human Resources Department anticipates another year of active recruiting based on the trends over the last three years. As the competition to hire and retain talented employees continues to increase, the Town will continue to work on cultivating a positive culture and positive employee experience along with ensuring the Town's leaders and managers are receiving the support and training they need to effectively lead their teams.

In regards to collective bargaining, the Town of Waterford and the Waterford Professional Firefighters Association, Union Local 4629 International Association of Firefighters, AFL-CIO, will start negotiations for a successor contract in FY 2024, with an anticipated settlement in FY 2025. The current Firefighter contract ends June 30, 2024.

TOWN OF WATERFORD

FY 2025 BUDGET REQUEST

HUMAN RESOURCES DEPARTMENT



BUDGET JUSTIFICATION

51110 – ADMINISTRATION **\$96,819**
 Human Resources Director

51210 – CLERICAL/TECHNICAL **\$59,969**
 Administrative Assistant

51910 – FRINGE BENEFITS **\$11,995**
 51920 – FICA: 7.65% of taxable wages of \$156,788 = \$11,995

GRAND TOTAL 51000 SERIES **\$168,783**

52010 – ADVERTISING **\$4,400**
 Indeed: \$300/post x 10 postings = \$3,000
 CCM: \$150/post x 4 postings = \$600
 Newspaper: \$400 x 2 postings = \$800

Expended FY23	Expended FY22	Expended FY21	Expended FY20
\$1,661	\$2,341	\$2,522	\$5,841

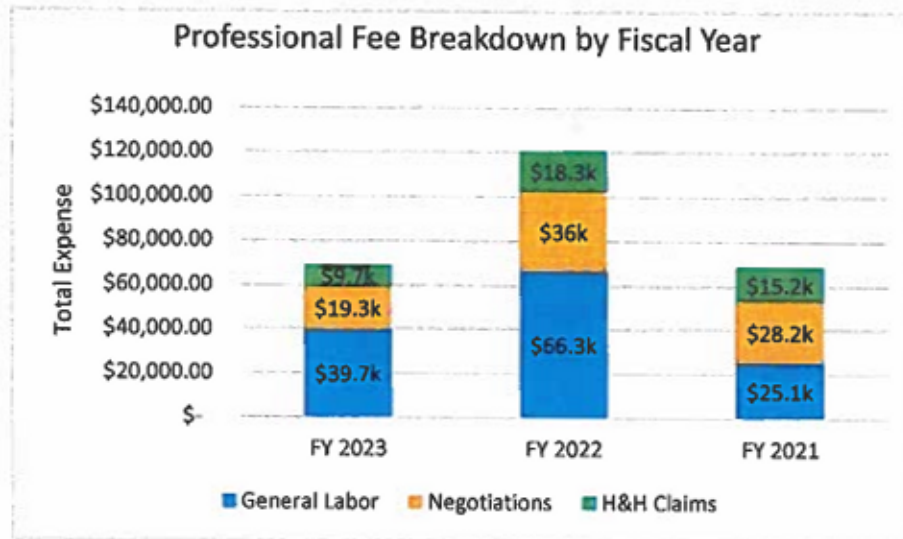
52020 – POSTAGE **\$904**
 20 pieces per week @ \$0.66 \$686.40
 50 certified notifications @ \$4.35 \$217.50

Expended FY23	Expended FY22	Expended FY21	Expended FY20
\$514	\$558	\$694	\$808

52030 – PROFESSIONAL FEES **\$75,000**
 Legal fees in regards to collective bargaining, union grievances, policy review, wage and hour, leave compliance, ADA, employee discipline/termination

Expended FY23	Expended FY22	Expended FY21	Expended FY20
\$68,772	\$120,695	\$68,525	\$53,177

TOWN OF WATERFORD FY 2025 BUDGET REQUEST HUMAN RESOURCES DEPARTMENT



52040 – SERVICE CONTRACTS AND REPAIRS

\$1,467

Color copies (\$20/month)	\$ 240.00
Lease fee for copier (\$77.23/month)	\$ 927.00
Copier overage fees (\$25/month)	\$ 300.00

Expended FY23	Expended FY22	Expended FY21	Expended FY20
\$1,167	\$1,268	\$1,293	\$2,063

52050 – DUES, CONFERENCES, EDUCATION

\$885

HR Specialist Monthly Newsletter	\$211.00
SHRM annual dues for Director	\$244.00
CT Business & Industry Assoc. (CBIA) Yearly HR Conference	\$250.00
Human Resource Leadership Assoc (HRLA) Workshops \$45 x 4 workshops	\$180.00

Expended FY23	Expended FY22	Expended FY21	Expended FY20
\$420	\$503	\$418	\$420

52070 – REIMBURSABLE TOWN EXPENSES

\$250

Refreshments for interview panels, workshops

Expended FY23	Expended FY22	Expended FY21	Expended FY20
\$0	\$99	\$245	\$0

TOWN OF WATERFORD

FY 2025 BUDGET REQUEST

HUMAN RESOURCES DEPARTMENT



52080 – TELEPHONE

\$495

Cell phone expense for Director - \$41.25/month

Expended FY23	Expended FY22	Expended FY21	Expended FY20
\$492	\$431	\$0	\$0

52300 – TRAINING

\$6,470

Local GovU on-line training for OSHA required trainings and other required industry trainings for Town employees (200 users @ \$26.35/user). (see attached contract) \$5,270

Trainings for Department Heads in areas such as leadership, supervision, sexual harassment, diversity and cultural competence. \$1,200

Expended FY23	Expended FY22	Expended FY21	Expended FY20
\$2,765	\$195	\$0	\$50

52570 – EMPLOYEE ASSISTANCE PROGRAM

\$4,500

This program provides diagnostic assessment, counseling and referrals for employees and their families. Three sessions are free of charge. Additional sessions can be covered by employee's health insurance. Supervisory referrals are a useful management option as well. Cost is based on 191 full-time employees @ \$23.56 per person. (see attached backup letter regarding price increase)

Expended FY23	Expended FY22	Expended FY21	Expended FY20
\$2,119	\$1,991	\$1,991	\$1,991

53020 – OTHER SUPPLIES

\$1,050

Safety and risk management materials \$500.00
 Drug and Alcohol Clearinghouse Yearly CDL queries: \$ 50.00
 40 queries x \$1.25/query
 Office supplies to include labels, pocket folders, index cards, badge sleeves, lanyards \$500.00

Expended FY23	Expended FY22	Expended FY21	Expended FY20
\$899	\$128	\$751	\$632

GRAND TOTAL

\$264,204



SUBSCRIPTION PLATFORM AGREEMENT

Customer Name: Town of Waterford (CT)
Customer Address: 15 Rope Ferry Rd
Waterford, Connecticut 63852
Attention: Director Christine Walters
Lexipol's Address: 2611 Internet Boulevard, Suite 100
Frisco, Texas 75034
Prepared By: Anali Walls
Expiration Date: 4/1/2024

Contract & Proposal Valid Through: 7/1/2024 - 6/30/2025

Signature: _____
Print Name: _____
Title: _____
Date Signed: _____

QTY	DESCRIPTION	UNIT PRICE	DISC (%)	EXTENDED
200	LocalGovU Full Library Per User	USD 6,200.00	15.00	USD 5,270.00
		USD 6,200.00		
		USD 6,200.00		
			Discount:	USD 932.00
			TOTAL:	USD 5,270.00

The foregoing pricing has been prorated for the benefit of Agency and Agency therefore agrees that they will waive the right to cancel this agreement until the end of the first renewal period.

The above subscription services, and when applicable, implementation services, shall be invoiced by Lexipol upon the execution of this Agreement.

Discount Notes

15% Travelers members discount

TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

10107 FINANCE DEPARTMENT

DEPT/AGENCY:

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 BD OF SELECTMEN APPROVED (2/5/24)	BOS Approved \$ Increase	BOS Approved % Increase
PERSONNEL COSTS									
51010	ELECTED OFFICIALS	29,287	29,287		14,808	29,987	29,987	700	2.39%
51110	ADMINISTRATION	358,173	366,228		176,329	379,292	379,292	13,064	3.57%
51210	CLERICAL/TECHNICAL	128,913	147,730		67,499	153,942	153,942	6,212	4.20%
51810	OVERTIME	1,790	2,650		78	2,650	2,650	0	0.00%
51910	FRINGE BENEFITS	1,657	2,565		0	2,565	2,565	0	0.00%
51920	F.I.C.A	37,993	41,957		18,807	43,485	43,485	1,528	3.64%
	SUBTOTAL	557,813	590,417	0	277,521	611,921	611,921	21,504	3.64%
SERVICES									
52010	ADVERTISING	154	200		114	200	200	0	0.00%
52020	POSTAGE	4,605	4,000		1,836	4,080	4,080	80	2.00%
52030	PROFESSIONAL FEES	58,653	55,400		26,156	55,400	55,400	0	0.00%
52040	SERVICE CONT. & REPAIR	37,958	49,109	(1,600)	18,862	40,036	40,036	(9,073)	-18.48%
52050	DUES, CONF. & EDUCATION	5,638	11,721		2,810	13,697	13,697	1,976	16.86%
52070	REIMBURSABLE EXPENSE	278	100		19	100	100	0	0.00%
52080	TELEPHONE	17,422	16,659		7,636	17,422	17,422	763	4.58%
	SUBTOTAL	124,708	137,189	(1,600)	57,433	130,935	130,935	(6,254)	-4.56%
MATERIALS & SUPPLIES									
53010	OFFICE SUPPLIES	33,407	20,000		13,368	25,000	25,000	5,000	25.00%
	SUBTOTAL	33,407	20,000	0	13,368	25,000	25,000	5,000	25.00%
OFFICE EQUIPMENT									
54010	OFFICE FURNITURE	2,399	115		0	0	0	(115)	-100.00%
54060	OFFICE EQUIPMENT			1,600	2,329	0	0		
	SUBTOTAL	2,399	115	1,600	2,329	0	0	(115)	
	DEPARTMENT TOTAL	718,327	747,721	0	350,651	767,856	767,856	20,135	2.69%

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: FINANCE (10107)**



BUDGET FUNCTION

The Department of Finance was created by Town of Waterford Ordinance 2.12.010 to manage the centralized financial functions of the town. These functions include processing and recording financial transactions such as payroll, accounts payable, accounts receivable, disbursements, receipts and revenue.

Major responsibilities include debt management, cash management and investment funds, pension administration, central purchasing and all accounting functions including expenditure and revenue transactions.

The department also provides financial advice and recommendations to the Board of Selectmen, the Board of Finance, the Representative Town Meeting, and other town boards, commissions and departments.

Connecticut Statutes Chapter 112 (Municipal Finance) outlines state regulations pertaining to how the finance department invests, expends and reports on town finances.

Information Technology

On October 30, 2022, Town Ordinance 2.12.020 was amended to add the Director of Finance's management of the town's technology functions to ensure standardization, security, and functionality across town services and departments.

The Information Technology functions include:

- provide support, security, and maintenance of town-wide IT functions
- maintaining user access across multiple systems to specific resources such (i.e. email)
- analyzing and continually addressing cyber security concerns
- maintaining all town technology equipment

The department has three positions, an IT Manager, a Systems Engineer, and a PC Technician. All information technology staff, supplies, and other expenditures are budgeted under department account 10147.

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: FINANCE (10107)**



FINANCE DEPARTMENT REVIEW

FY23/24 Highlights

- ✓ Completed the implementation of a new timekeeping system (from KRONOS to ADP)
- ✓ Successfully integrated the Police Department POS scheduling system with payroll
- ✓ Completed the integration of Volunteer Firefighters and Poll Workers into ADP Payroll system
- ✓ Completed a MUNIS financial system upgrade
- ✓ Set up new systems to accept credit card for town departments (Town Clerk, Police Department, Senior Services, Planning & Zoning and Recreation & Park Beach Gate)
- ✓ Successfully completed the Town's annual audit without any management issues
- ✓ Staff Certifications Received:
 - Certified Connecticut Municipal Officer (Director)
 - Certified Grant Administrator (Accountant I)

By The Numbers

- Total number of Accounts Payable Checks cut in FY23 – 4,825
- Total number of bids distributed in FY23 – 26
- Total number of purchase orders opened – 614
- New Hires Payroll Setup Up – 207
- Terminations Processed - 111
- Total number of payroll checks issued
 - Average Weekly – 495 checks/direct deposits
 - Peak (Summer) Times – 577 checks/direct deposits
- Number of Grants managed – 19 (\$657,984.12 received)

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: FINANCE (10107)



BUDGET SUMMARY

The total FY25 budget request is \$7671,761 which is an increase of \$14,040 (1.88%) over fiscal year 2024. The primary changes are in personnel costs, professional fees and dues, conferences and education.

PERSONNEL COSTS

- **51010 – ELECTED OFFICIALS**
Elected Official raises calculated following the NUMP approved increases.
- **51110 – ADMINISTRATION**
Raises for GGA personnel per negotiated contract. NUMP salary increases approved by RTM on 12/4/2023.
- **51210 – CLERICAL/TECHNICAL**
Raises for 1303 personnel per negotiated contract.
- **51810 – OVERTIME (no changes from FY24)**
- **51910 – FRINGE BENEFITS**
Benefits provided per negotiated contracts
- **51920 – FICA**
Increase follows increase in salaries.

SERVICES

- **52010 – ADVERTISING (no change over FY24).**
- **52020 – POSTAGE**
Budget based on projected FY24 actuals.
- **52030 – PROFESSIONAL FEES**
Budget based on projected FY24 actuals with no expected changes in FY25.

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: FINANCE (10107)**



- **52040 – SERVICE CONTRACTS & REPAIR**
Requested FY25 budget includes a new lease to replace our paper cutter in the print shop but does show an overall decrease to reflect changes in the town-wide printer contract.
- **52050 – DUES, CONFERENCES & EDUCATION**
FY25 budget request includes funding for staff training, conference attendance and education reimbursement per negotiated union contracts.
- **52070 – REIMBURSEABLE EXPENSE (no changes from FY24)**
- **52080 – TELEPHONE**
Request is based on FY24 projected actuals.

MATERIALS & SUPPLIES

- **53010 – OFFICE SUPPLIES**
There is an increase over FY24 that is based on actual town-wide expenditures.

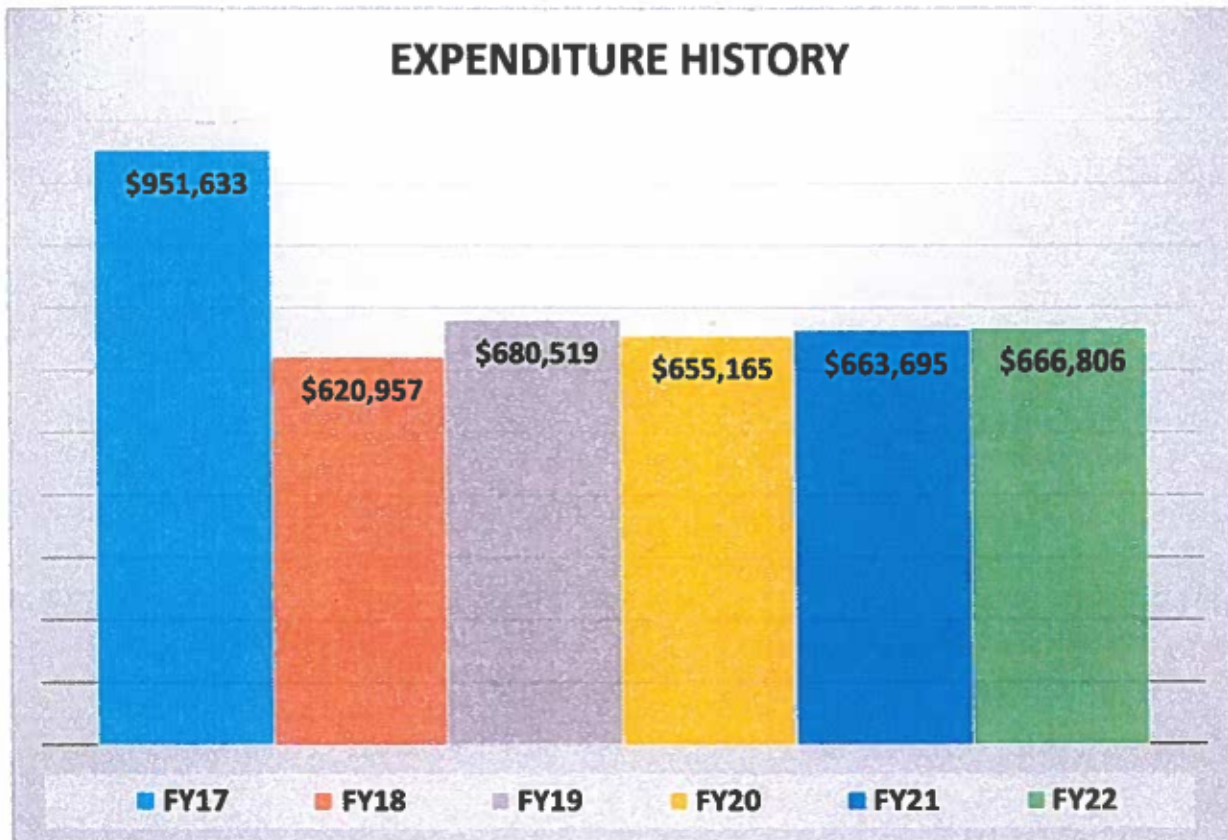
Equipment

- **54060 – OFFICE EQUIPMENT & FURNISHINGS**
There are no expected needs for FY25.

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: FINANCE (10107)



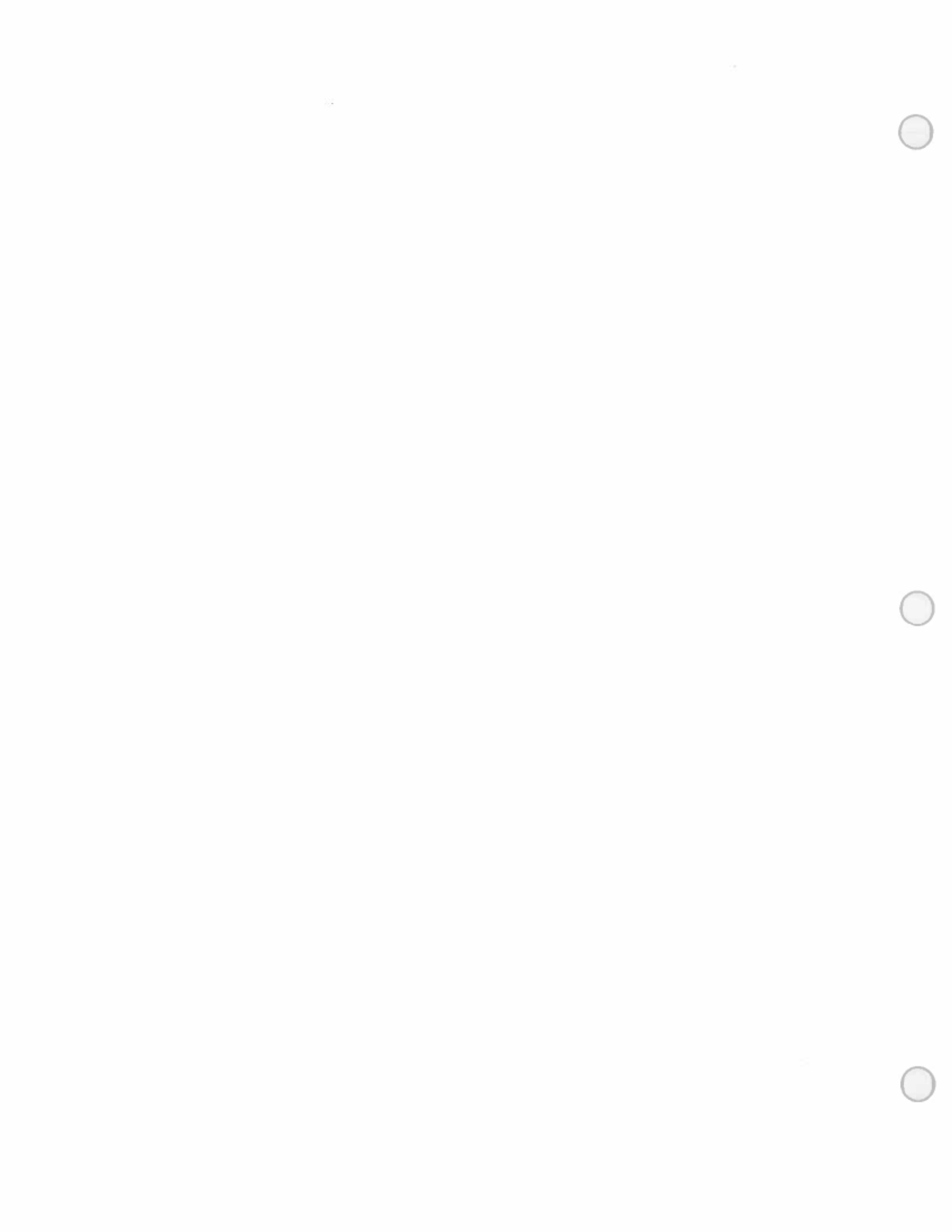
EXPENDITURE HISTORY



**TOWN OF WATERFORD
PERSONNEL WORKSHEET - 07 FINANCE
2024-2025 FISCAL YEAR**

LINE 51920

DATE OF HIRE	EMPLOYEE	HOURS WORKED/ WEEK	HOURLY RATE FY25	SALARY 2023/2024	SALARY 2024/2025	LONGEVITY FY25	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A.)
51010 - ELECTED OFFICIALS								
1/6/2020	TREAS		N/A	29,616.24	29,986.44	N/A	29,986.44	2,293.96
	TOTALS			29,616.24	29,986.44	0.00	29,986.44	2,293.96
51110 - ADMINISTRATION								
03/09/2020	FINANCE DIRECTOR	40	N/A	125,704.28	129,342.73	N/A	129,342.73	9,894.72
05/30/2000	ACCOUNTANT	40	N/A	92,920.88	95,610.56	1,912.21	97,522.77	7,460.49
8/15/2022	ACCOUNTANT	40	N/A	74,069.32	76,213.04	0.00	76,213.04	5,830.30
8/22/2022	PURCHASING AGENT	40	N/A	74,069.32	76,213.04	0.00	76,213.04	5,830.30
	TOTALS			366,763.80	377,379.38	1,912.21	379,291.59	29,015.81
51210 - CLERICAL/TECHNICAL								
10/25/2021	FINANCE COORDINATOR	35	\$ 28.5943	49,070.66	52,241.71	0.00	52,241.71	3,996.49
8/16/2023	ADMINISTRATIVE ASSISTANT	35	\$ 24.3120	42,389.07	44,418.07	0.00	44,418.07	3,397.98
03/24/2014	PRINTER	32.5	\$ 33.6177	55,428.28	57,032.43	250.00	57,282.43	4,382.11
	TOTALS			146,888.01	153,692.21	250.00	153,942.21	11,776.58
51810 - OVERTIME								
				2,650.00	2,650.00	0.00	2,650.00	202.73
51910 - FRINGE/F.I.C.A.								
	TOTALS - FINANCE			545,918.05	563,708.03	2,162.21	568,435.24	43,485.30
	BUDGET TOTAL W/F.I.C.A.						611,920.53	



TOWN OF WATERFORD
ADVERTISING/POSTAGE - FINANCE DEPARTMENT
2024/2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (9/7/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52010	ADVERTISING	154	200	0	200	0	0.00%

ACCOUNT JUSTIFICATION

Bid Advertisements

No new bids for Finance are expected; however, \$200 is budgeted for unforeseen bids that may arise.

5-year Expenditure History					
	FY19	FY20	FY21	FY22	FY23
\$	205.60	\$ -	\$ 616.40	\$ -	\$ 153.68

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (9/7/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52020	POSTAGE	4,605	4,000	371	4,080	80	2.00%

ACCOUNT JUSTIFICATION

REGULAR MAIL AND POSTAGE DUE
PERMIT - UNITED STATES POSTAL SERVICE
FED EX
CARTRIDGES FOR MACHINE
TOTALS

2022-2023 ACTUAL	2023-2024 APPROVED	2024-2025 PROPOSED
4,024.77	3,500.00	3,500.00
580.00	500.00	580.00
0.00	0.00	0.00
0.00	0.00	0.00
<u>4,604.77</u>	<u>4,000.00</u>	<u>4,080.00</u>

5-year Expenditure History					
	FY19	FY20	FY21	FY22	FY23
\$	3,706.48	\$ 3,873.50	\$ 3,531.63	\$ 4,099.00	\$ 4,604.77



TOWN OF WATERFORD
PROFESSIONAL SERVICES - FINANCE DEPARTMENT
2024-2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (9/7/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52030	PROFESSIONAL SERVICES	58,653	55,400	9,153	55,400	0	0.00%

	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 BUDGETED	2024-2025 PROPOSED
ADP-PAYROLL OUTSOURCING							
TOWN PAYROLL	41,994.85	44,095	48,380	51,101	58,653	54,900	54,900
RETIREE PAYROLL ¹	2,804.55	0	0	0	0	0	0
HEART AND HYPERTENSION ²	6,710.34	6,908	0	0	0	0	0
MISCELLANEOUS ³				2,500	500	500	500
TOTALS	51,509.74	51,003.00	48,380.00	53,601.00	59,153.00	55,400.00	55,400.00

¹ Retiree payroll was outsourced to Wells Fargo eff. 01.01.2017.

² Heart & Hypertension is now budgeted under the Retirement Commission.

³ Background Checks, Employee Physicals, Bond-related costs, etc.

TOWN OF WATERFORD
SERVICE CONTRACTS & REPAIRS - FINANCE DEPARTMENT
2024-2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (9/7/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52040	SERVICE CONTRACTS & REPAIRS	37,958	49,109	5,802	40,036	(9,073)	-18.48%

ACCOUNT JUSTIFICATION

OFFSET PRESS & PLATE MAKER	RICOH (print shop)	6,659	\$554.93/month lease
FOLDER/INSERTER MACHINE	QUADIENT (print shop)	3,425	\$856.23/quarterly lease
PRESS PREVENTIVE MAINT.	STERLING PRESS (print shop)	500	Unexpected repairs to printing press
PAPER CUTTER	RICOH (print shop)	6,095	\$507.92/monthly lease
REPAIRS TO EQUIPMENT	ESTIMATED COST OF MISC REPAIRS	500	PRINT SHOP MISCELLANEOUS REPAIRS
DOCUMENT DESTROY/DISPOSAL	INFOSHRED, LLC	420	\$35/PICKUP (ESTIMATE 12 PICKUPS)
COPIER-LEASE	XEROX (finance office)	1,980	\$165/MONTH
PRINTER SERVICES CONTRACT	CBS	15,000	INCLUDES ALL SERVICES AND SUPPLIES TOWN-WIDE PRINTERS
PHOTO COPIER- COPIES	AVERAGE OVER LAST 3 YEARS	440	ACTUAL (FY23 - \$141.80) (FY22 - \$848.30), (FY21 - \$331.00)
OFFSITE FILE STORAGE	INFOSHRED, LLC	720	\$60/month
POSTAGE METER RENTAL	QUADIENT	4,297	\$1,074.15/quarterly lease
	TOTAL	40,036	

5-year Expenditure History

	FY19	FY20	FY21	FY22	FY23
	\$ 38,243.23	\$ 23,072.93	\$ 20,905.59	\$ 26,721.97	\$ 37,958.26



Town of Waterford PrintShop Budget Request #1 - July 2024

Challenge CHAMP 185 Hydraulic Paper Cutter - \$24,015* - Purchase (with Second Blade, Foot Pedal Clamping and 1 Year Extended Warranty) or \$507.92* - 60 Month Lease (with Second Blade, Foot Pedal Clamping and 1 Year Extended Warranty)

**Pricing is provided for budgetary purposes and is subject to change.*

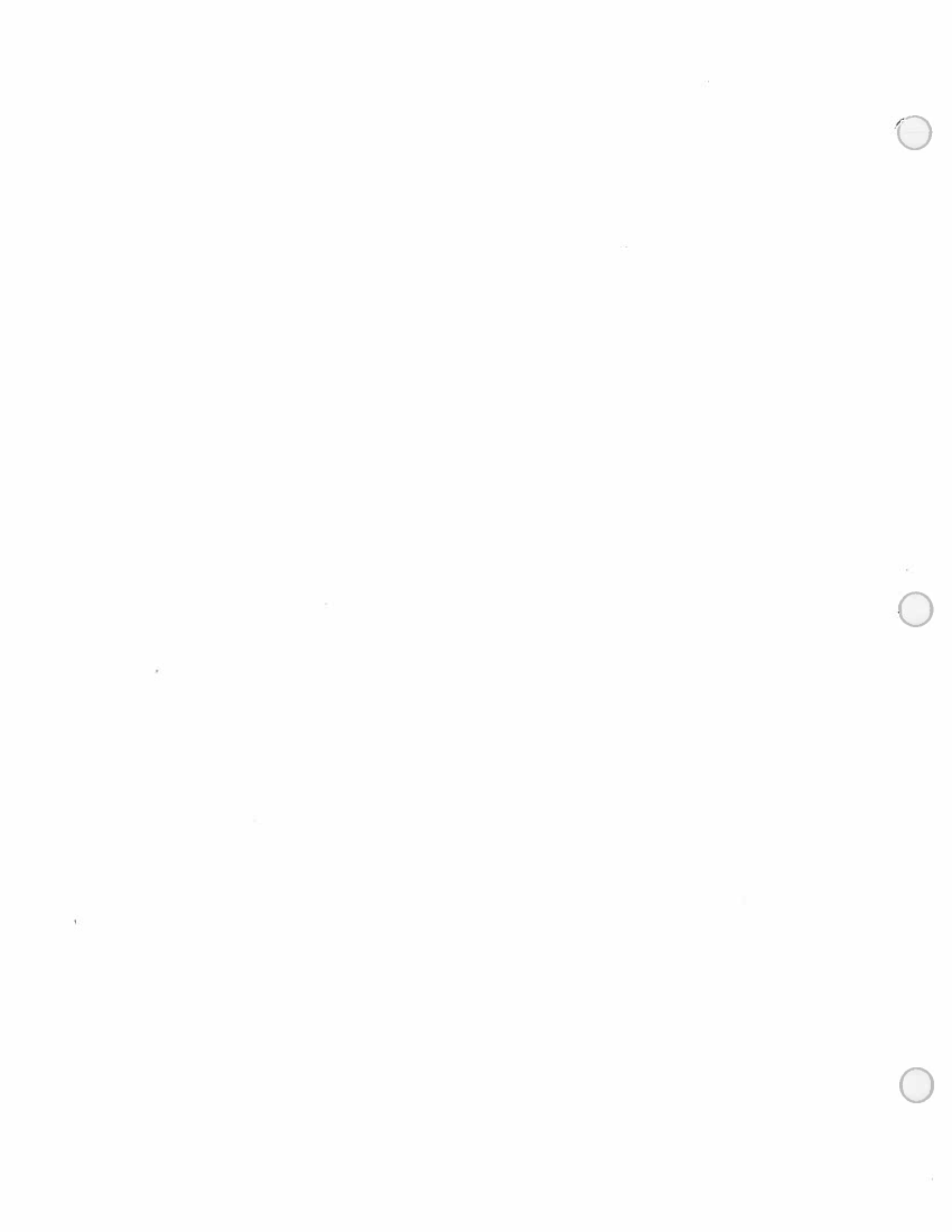
The Town PrintShop would like to replace our current Challenge Model 20 Paper Cutter with the new Challenge CHAMP 185 Paper Cutter. The current paper cutter, Challenge Model 20, based on the serial number, #937, was built in 1986. The unit is no longer supported by Challenge, meaning parts may no longer be available. The Model 20, is also pre-ANSI B65.3-2001 Paper Cutter Safety Standard. Although the cutter has been a reliable piece of equipment, it has had a few service issues come up in the past few years, and there may be a time soon when it breaks down and a Service Tech will not be able to get the parts needed to keep it operational. The paper cutter is a major part of the PrintShop, and is used often.

The new Challenge Champ 185 Paper Cutter, is the direct replacement for the Model 20. This cutter would meet the current safety standards, and unlike our current cutter, comes with a hydraulic clamp. The hydraulic clamp automatically comes down to hold the paper in place while cutting, and releases when the cut is finished. The current clamping system requires the operator to manually tighten and release the clamp, which could create inconsistent paper sizes.

In my 30+ years experience in the printing industry, I have used several different Challenge paper cutter models, and never had any trouble with reliability. I feel confident with a purchase of the Challenge 185 Paper Cutter, that could last for the next 37+ years.

- Bert Monton, Town Printer





Challenge CHAMP 185 Pro 18.5" Hydraulic Paper Cutter

Cut hard stocks with Challenge CHAMP 185 18.5" Hydraulic Paper Cutter w/ Pro Light Beam. This powerful machine can cut stock up to 19 inches thick with its hydraulic power. Thick cold rolled steel weldment frame can accurately cut piles of hard stocks up to 3.25 inches high. Holding the stock in place during the cutting cycle is a 2,350 lb. of clamp force. For precision, a red LED optical cut line-light indicator shines a thin line of light onto the stack of material to be cut, indicating where the cut will be made. As standard, the machine comes with one HHS knife, three cutting sticks, wood jogging aid, tool kit, knife change holder assembly, and operator's manual as standard. Proudly manufactured in Michigan, USA.

Key Benefits/Features:

- Hydraulic power cutting and clamping
- Maximum cut 19" / minimum cut .75" (or 1.75" with false clamp plate).
- Maintenance free Red LED optical cut line-light indicator.
- Narrow footprint allows machine to roll through a 36" doorway
- Built-in "lock out" power switch
- Strong 2,350 lbs. of clamp force – holds stock in place during the cut cycle
- Adjustable clamp pressure
- Cuts full stacks and thick stocks accurately
- Heavy-duty welded frame
- Power cable fits standard 120V outlet
- Micro adjustment backgauge knob
- One HHS knife, three cutting sticks, wood jogging aid, tool kit, knife change holder assembly, and operators manual included.
- 120 volt 1-phase power / optional 220 volt motor.
- 1-year manufacturer's warranty.
- CE and UL/cUL certification pending.
- Manufactured in the USA.

Programmable "Pro" Model:

- 7.1" color touch screen controller
- 99 program capacity/ 99 cuts per program
- Automatic false clamp plate detection



Proposal for Challenge Champ 185 Pro Paper Cutter



PREPARED BY:

Karen Stirlen

Production Systems Specialist

Phone: (860) 884-1753

Email: Karen.Stirlen@ricoh-usa.com

Meghan Roscoe

Account Manager

Phone: 203-233-1634

Email: Meghan.Roscoe@ricoh-usa.com

Date: November 27, 2023

PREPARED FOR:

Town of Waterford

Waterford, CT

RICOH
imagine. change.



Budgetary Pricing

Budgetary Pricing for Future Purchase/Lease:

Challenge CHAMP 185 Pro Series, Installation/Training

Purchase:

Challenge CHAMP 185 Pro Cutter	\$20,395
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Optional Accessories

Foot Pedal Clamping	\$ 495
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Inlaid Carbon Alloy Knife	\$ 325
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60 Month Lease:

Challenge CHAMP 185 Pro Cutter	\$ 430.54
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Optional Accessories

Foot Pedal Clamping	\$ 11.03
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Inlaid Carbon Alloy Knife	\$ 7.24
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Optional - Extended Warranty – 1 yr (after Manufacturers Warranty)

Purchase Price	\$ 2,800
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60 Month Lease	\$ 59.11
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Pricing is provided for budgetary purposes and is
subject to change!!



Town of Waterford PrintShop Budget Request #2 - July 2024

XANTÉ X-98 UV Inkjet Flatbed Printer - \$2402.32* - 60 Month Lease

(with 5 Year Extended Warranty)

**Pricing is provided for budgetary purposes and is subject to change.*

The XANTÉ X-98 UV Inkjet Flatbed Printer would be able to print 55" x 98", and up to 3" thick on a wide variety of media, including PVC plastic, styrene, wood, aluminum, metal, acrylics, ceramics, fabric, leather composites, paperboard, foamboard, glass, carpet, and tile. This printer would be able to print white ink on color materials, making details within the images stand out that would otherwise be lost in the background. With the XANTÉ X-98 UV Inkjet Flatbed Printer, the Town PrintShop would have the ability to meet the increasing request for weather resistant signage.

Possible uses:

- | | |
|--|--|
| ▶ Community Informational Signage | ▶ Glass or Acrylic Signs |
| ▶ Community Event Signage | ▶ Safety Signs |
| ▶ Community Announcement Signage | ▶ Election Polling Signs (<i>Registrar's Office</i>) |
| ▶ Student ID Cards | ▶ Display Maps |
| ▶ ADA-Compliant Braille Signs | ▶ Awards/Certificates |
| ▶ Reuseable Temporary Event Parking Signs | ▶ Certificate/Presentation Folders |
| ▶ Photo-Realistic Signs | ▶ Plaques |
| ▶ Name Plates | ▶ Lawn Signs |
| ▶ Presentation Boards | ▶ Trail Map Signs |
| ▶ Interior and Exterior Building Signs | ▶ Office Décor |
| ▶ Baseballs and Golf Balls (<i>Event Memorabilia or Fundraising</i>) | |

The XANTÉ X-98 UV Inkjet Flatbed Printer comes with UV Unlimited Decal feature. The UV Decal Feature allows us to print directly onto adhesive material and stick it to virtually any surface including glass, metal, cups, containers, plastics, sporting goods, industrial equipment, and more. Since the UV Unlimited system utilizes UV-cured ink, the results are durable and can be applied to objects of any shape.

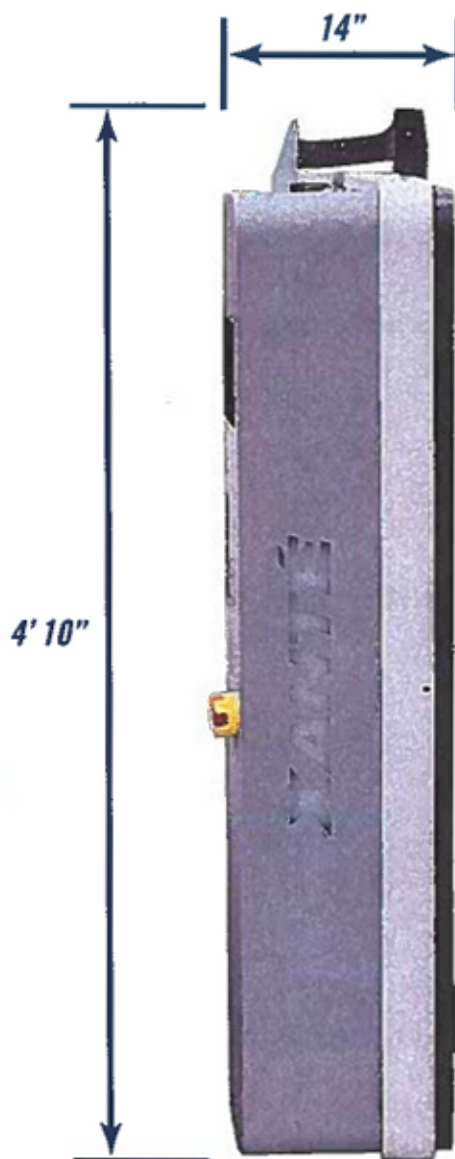
Possible uses for the UV Unlimited Decal feature:

- ▶ Seals and Logos for Town and B.O.E. Vehicles and Equipment
- ▶ Hardhats and Other PPE
- ▶ Decals (*Event Memorabilia or Fundraising*)
- ▶ Mugs (*Event Memorabilia or Fundraising*)





XANTÉ X-98™



Larger 55" x 98" Full Bleed!

**CAN FIT THROUGH
ANY DOORWAY!**

PRINT ON VIRTUALLY ANY MEDIA!

CMYK + WWW

UP TO 2880 DPI RESOLUTION

PHOTO-REALISTIC COLOR

12-UP SIGN PRODUCTION

PRINT ON MEDIA UP TO 3 INCHES TALL

POWERFUL DUAL LED LAMPS
(Instant Ink Curing)



Ultra-Wide Gamut Eco-UV Inks



US: 251.473.6502
EU: +31 (0) 26.319.3210
xante.com



BEST. EVER.

The ECO-UV Printer More Versatile Than Ever

Designed for high-volume, large sign production, the X-98 is also more photo-realistic. Speed and quality are not sacrificed. Whether it's long-life outdoor signage or indoor photo-realistic UV prints, the X-98 can do it all. The 55"x98" full bleed bed is large enough and small enough for your shop.



Large flatbed printers designed for signage and graphics print at high speeds, but are limited by substrate thickness. Small format printers designed for specialty items print at slower speeds and are limited by substrate length and width.

*The Xanté family of X-UV Printers do **BOTH**.
It's the best of both worlds.*

Signage • Manufacturing • Specialty Items • Industrial



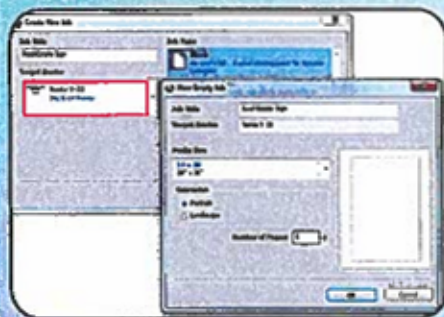


Simply Brilliant Color Workflow

Welcome to iQueue Prepress Software

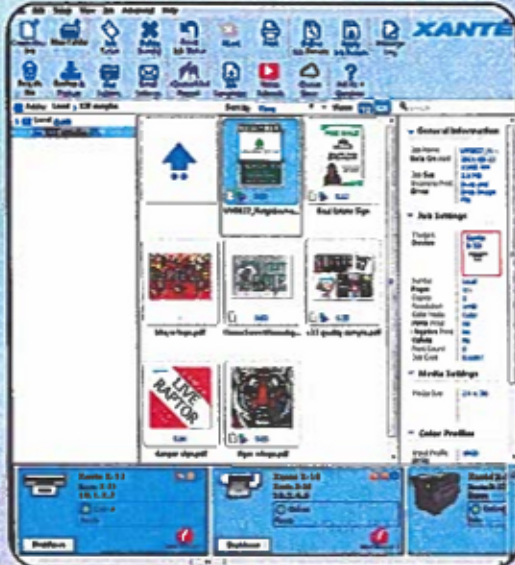
Xante builds on its innovative workflow software with powerful team-based productivity in iQueue 14. True server-client operation enhances your workflow to optimize the talents and time of everyone involved in production. Take advantage of your entire team of IT

Create a new job or simply drag and drop your file into the queue.



iQueue features include:

- Fully Independent CMYK Controls
- PANTONE® Color Library
- Right-ON® Spot Color Matching
- Full Imposition and Tiling
- QR Code Generator
- PDF-Out AND SO MUCH MORE!

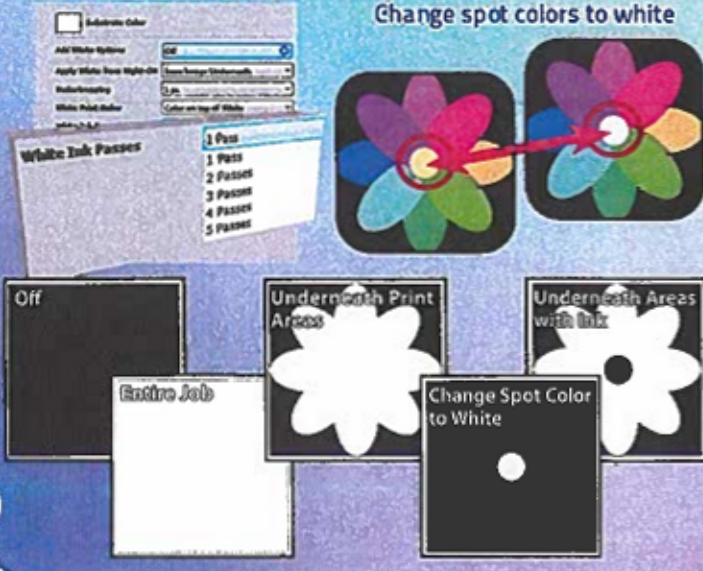


specialists, designers, and printer operators to simplify prepress tasks such as job sharing and job cost estimating, file editing tools, patented Right-ON® Spot Color Matching and much more. Create attention-grabbing displays with VividHD-UV ink. And, with instant curing, your customers will appreciate the fast, durable results.

White Options

Build depth with layers of white

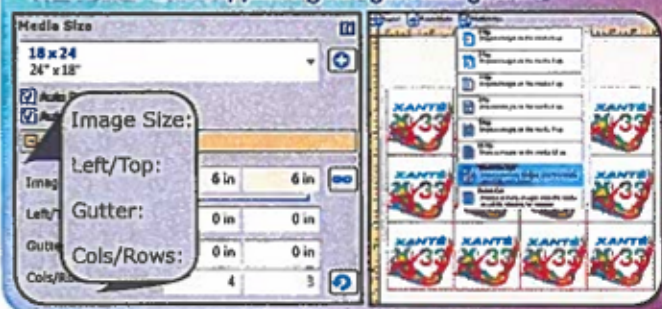
Change spot colors to white



Edit Job Images

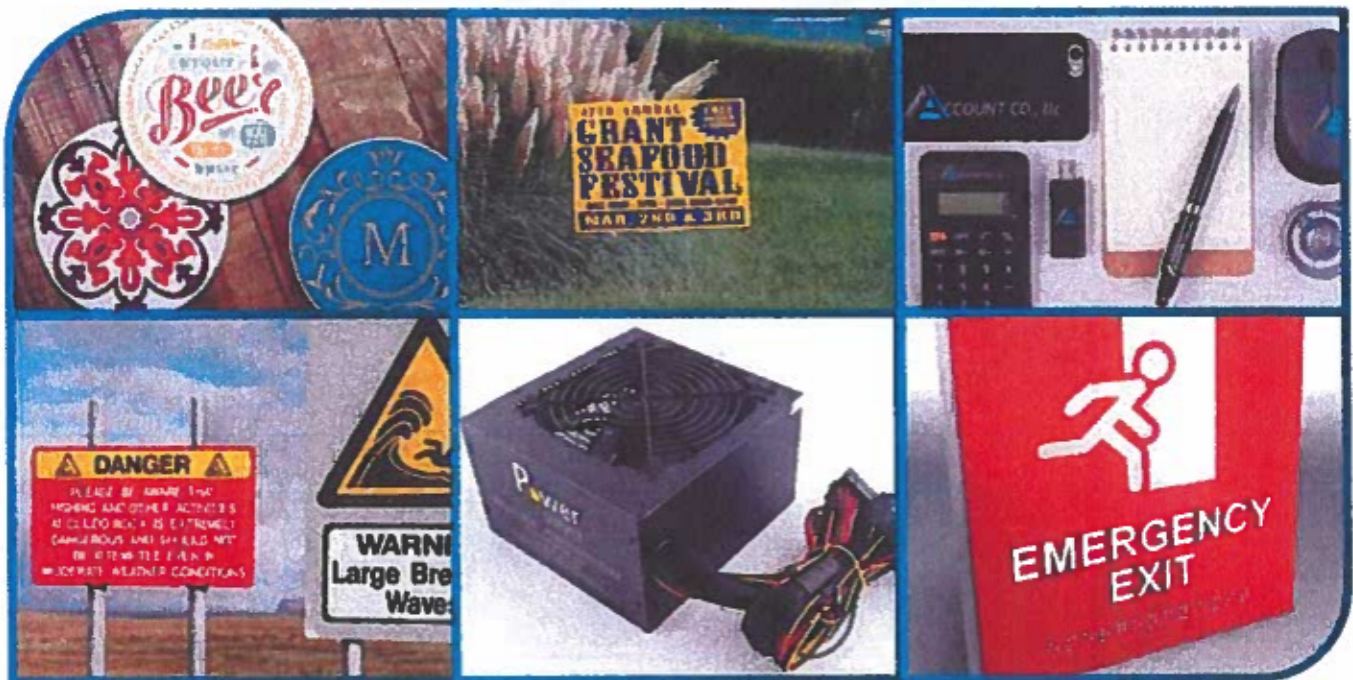


Imposition allows you to optimize your page layout by placing images in the maximum number of columns and rows while also supporting margins and gutters.

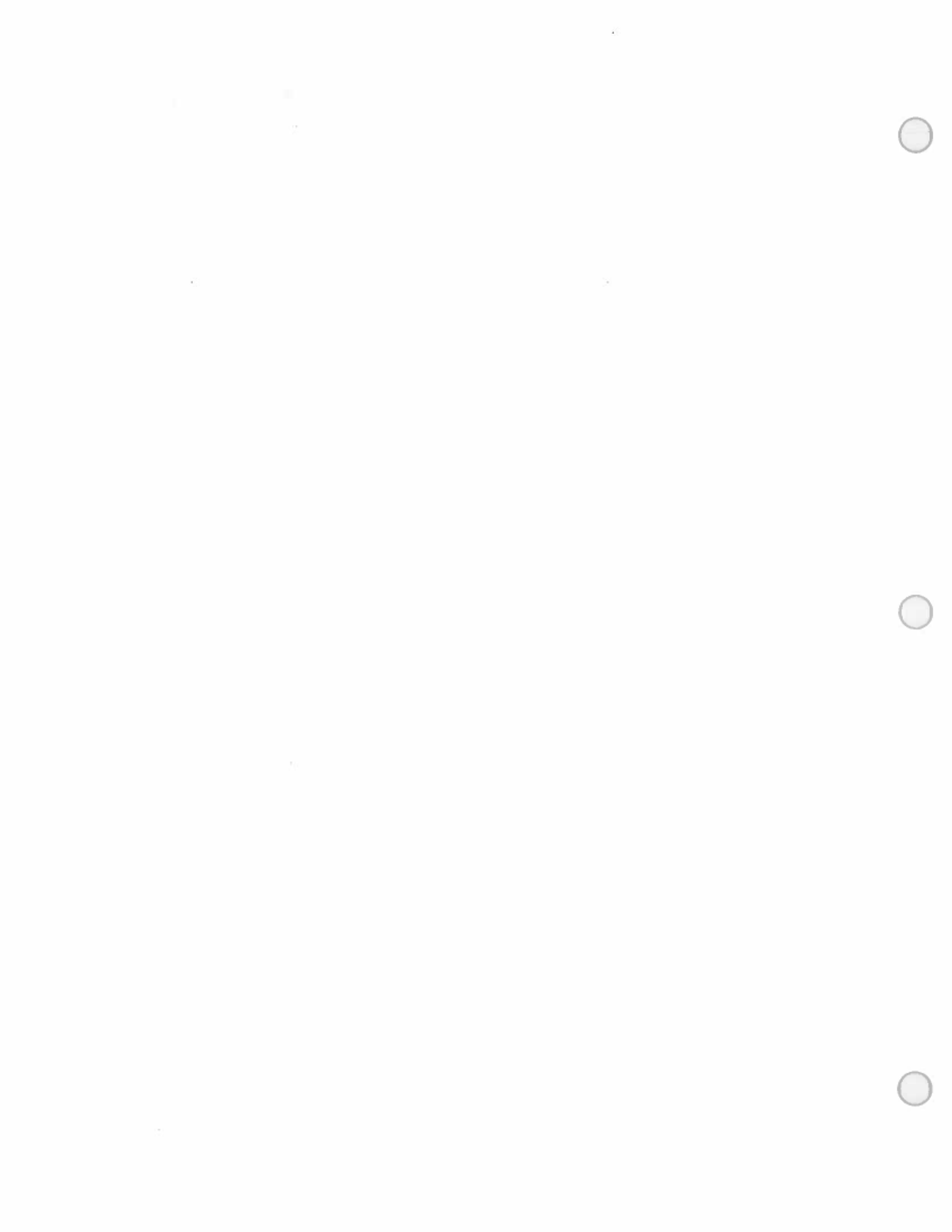




Applications/ Rigid Media



PVC plastic, styrene, wood, aluminum, metal, acrylics, coroplast, ceramics, fabric, leather, composites, paperboard, foamboard, glass, carpet, tile and more





SPECIFICATIONS



PRINTING CAPABILITIES

Imaging area:	55" x 98" (139.7cm x 248cm)
Max. media size:	55" x 98" (139.7cm x 248cm)
Min. media size:	.5" x .5"
Max. print height:	3" (7.62cm)
Print colors:	CMYK + WWWW
Resolution:	720/1080/1440/2160/2880 DPI Resolutions
UV lamp:	Dual LED, low heat curing lamps

INK AND MEDIA

Ink type:	UV, 500 mL bottles per color The maximum shelf life is 1 (one) year from Date of Manufacture (DoM). Once opened, the shelf life is 2 (two) months or 1 (one) year from DoM, whichever comes first.
Media types:	PVC plastic, styrene, wood, aluminum, metal, acrylics, coroplast, ceramics, fabric, leather composites, paperboard, foamboard, glass, carpet, tile and more

PRINTER CONNECTIVITY

1-Gigabit Ethernet

PREPRESS SOFTWARE

Xanté iQueue Workflow:	Adobe® PostScript® 3™/PDF Workflow, Independent CMYK Density Control, Spot Color Matching, Imposition, Digital File Editing, Variable Printing, and much more
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WEIGHTS, DIMENSIONS

Dimensions:	135"L x 95"W x 50"H (343 x 242 x 127cm)
Net/Gross weight:	1166lbs (530kg)
Power supply:	110v or 220v 50-60hz

WORKING CONDITION

Operating temperature:	22-26°C (68°F - 78°F)
Relative humidity:	50-80RH



Logistics, Installation, Training, Supplies & Consumables – Ala Carte Cost (Sample)



Logistics

- The Xante X Series products are delivered by Ricoh Logistics Delivery Team

Install & Training provided by Xante

- Ricoh/Xante Schedules Installation and Training – 2 days on-site
- All Service and Warranty support is provided by Xante
- Xante Technical Support & Service. Monday – Friday - 7 AM – 6 PM

Supplies and Consumables (ala carte)

Inks		List Price
200-100447	Cyan VHD/UV Ink 500ml	\$122.00
200-100448	Magenta VHD/UV Ink 500ml	\$122.00
200-100449	Yellow VHD/UV Ink 500ml	\$122.00
200-100450	Black VHD/UV Ink 500ml	\$122.00
200-100451	White VHD/UV Ink 500ml	\$122.00
200-100452	Cleaner VHD/UV Ink 500ml	\$74.00
Consumables		List Price
200-100439	Pulita 3000 UV Cleaning Solution	\$31.00
200-100454-MOD	X55 / X98 Epson i3200 Printhead	\$1,680.00
X32-100033	Luer Lock Syringe	\$3.00
X32-100032-50PK	Foam Cleaning Swabs – 50pack	\$16.00
X55-100033-ASSY	X55 / X98 Damper and Clip Assy	\$22.00
X55-100020	X55 / X98 Cap Top	\$22.00
X16-1006045	Wiper & Holder Assembly	\$10.00
13-1009016	Ink Absorbent Cotton Pad 5mm	\$3.00
122-100304	Jig (golf, baseball, & credit card)	\$112.00

Proposal for Digital Production UV Flat Bed Printer Solutions



PREPARED BY:

Karen Stirlen

Production Solution Specialist

Phone: (860) 884-1753

Email: Karen.Stirlen@ricoh-usa.com

Meghan Roscoe

Account Manager

Phone: 203-233-1634

Email: Meghan.Roscoe@ricoh-usa.com

DATE: August 8, 2023

PREPARED FOR:

Town of Waterford

Waterford, CT



Xante X-98 UV Flat Bed Printer – What's Included



☐ Xante X98 UV Flatbed Printer with 4 Printheads w/Stand

- ☐ 2 (1/2) liters each CMYK,
 - ☐ 6 (1/2) liters White,
 - ☐ 1 (1/2) liter Maintenance Cleaner
 - ☐ Foam Cleaning Swabs – 50 pack
 - ☐ Luer Lock Syringe
 - ☐ Jig (golf, baseball, & credit card)
 - ☐ Xante i-Queue RIP Workflow Software – NOTE: Requires Windows PC
 - ☐ UV Unlimited Transfer System Startup Bundle
 - ☐ One Year X-98 RightCare Service Warranty & Phone Support
- ☐ Standard Freight and Delivery included.
- ☐ Xante On-Site 2 day Installation and Training

Xante X-98 UV Flat Bed Printer

- 60 Month FMV Lease \$1,831.29

Optional:

- Extended Warranty 4 yrs for total of 5 years \$ 571.03

Note: Special rigging is NOT included.

A video walk through of your facility will be required to determine any special rigging requirements/costs prior to installation.

Any additional special rigging costs would be the customer's responsibilities.



TOWN OF WATERFORD
DUES, CONFERENCE & EDUCATION - FINANCE DEPARTMENT
2024-2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (9/7/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52050	DUES, CONF & EDUCATION	5,638	11,721	2,275	13,697	1,976	16.86%

5-year Expenditure History				
FY19	FY20	FY21	FY22	FY23
\$ 3,193.94	\$ 1,687.67	\$ 2,324.00	\$ 3,773.54	\$ 5,637.89

TOWN OF WATERFORD
DUES, CONFERENCE & EDUCATION - FINANCE DEPARTMENT
2024-2025 FISCAL YEAR

DUES	
Public Purchasing Association of CT (PPAC)	Annual Dues (Purchasing Agent) 200
National GFOA Membership	Annual Dues (Director & Accountant) 380
National Institute of Governmental Procurement	Annual Dues (Purchasing Agent) 250
American Institute of Architects (AIA)	Annual Dues (Purchasing Agent) 1,560
<i>Purchasing Agent utilizes this membership for RFPs, Contracts and providing documentation for capital projects. Membership is split with Public Works Department.</i>	
Connecticut GFOA Membership	Annual Dues (Director, Accountant, Treasurer) 195
SE TCT Council of Governments	Annual Dues (Purchasing Consortium) 500
<i>The Town utilizes the consortium to procure gas, diesel, heating oil, fertilizer, recycling bins and treated rock salt. There are also a variety of other bids the consortium puts out that the Town can utilize as a member of the consortium. The cost of the membership is offset by the savings in advertising costs.</i>	
	SUBTOTAL 3,085

CONFERENCES	
New England States GFOA Annual Conference	
Seminar Registration (Estimated)	200
Estimated Mileage (200 miles @ \$.65/mile)	130
Per Diem (35*1)	35
	SUBTOTAL 365

CT GFOA Fall & Spring Conference	
Seminar Registration (x2)	280
Estimated Mileage (30 miles @ \$.65/mile x 2)	39
	SUBTOTAL 319

Nat'l Inst. of Government Purchasing Trng Academy (4 day classroom training academy)	
Tuition/Registration	975
Airline/Hotel	750
Per Diem (\$35x4)	140
	SUBTOTAL 1,865

Miscellaneous	
Cost of registration for Director and Staff to attend the five CT Government Finance Officer's Meetings. Two staff	240
Two(2) meetings per year for Treasurer and Director @ \$50/ meeting	200
COM Annual Conference	175
	SUBTOTAL 619

EDUCATION	
CCMO Certification Annual Continuing Education Fee	50
College Tuition Reimbursement per GGA Contract	6,400
Training Sessions for Accountants	200
Training Sessions NIGP Purchasing Agent	200
Training Sessions for Payroll/Taxes	100
	SUBTOTAL 6,950

Miscellaneous	
The New London Day	494
	SUBTOTAL 494
	GRAND TOTAL 13,697



TOWN OF WATERFORD
REIMBURSABLE TOWN EXPENSES & TELEPHONE - FINANCE DEPARTMENT
2024-2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (9/7/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52070	REIMB TOWN EXPENSES	278	100	0	100	0	0.00%

ACCOUNT JUSTIFICATION

Local and Out of Town travel for Director, Purchasing Agent and Treasurer, estimated 150 miles at 65.5 cents/mile (IRS 2023 rate)

5-year Expenditure History				
FY19	FY20	FY21	FY22	FY23
\$ 148.57	\$ 169.58	\$ 85.07	\$ 85.07	\$ 278.35

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (9/7/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52080	TELEPHONE	17,422	14,475	2,935	17,422	2,947	20.36%

ACCOUNT JUSTIFICATION

Projected Expenditures for FY 23 based upon FY 21 Actuals.

5-year Expenditure History				
FY19	FY20	FY21	FY22	FY23
\$ 14,532.62	\$ 13,825.51	\$ 14,782.94	\$ 16,564.55	\$ 17,422.05

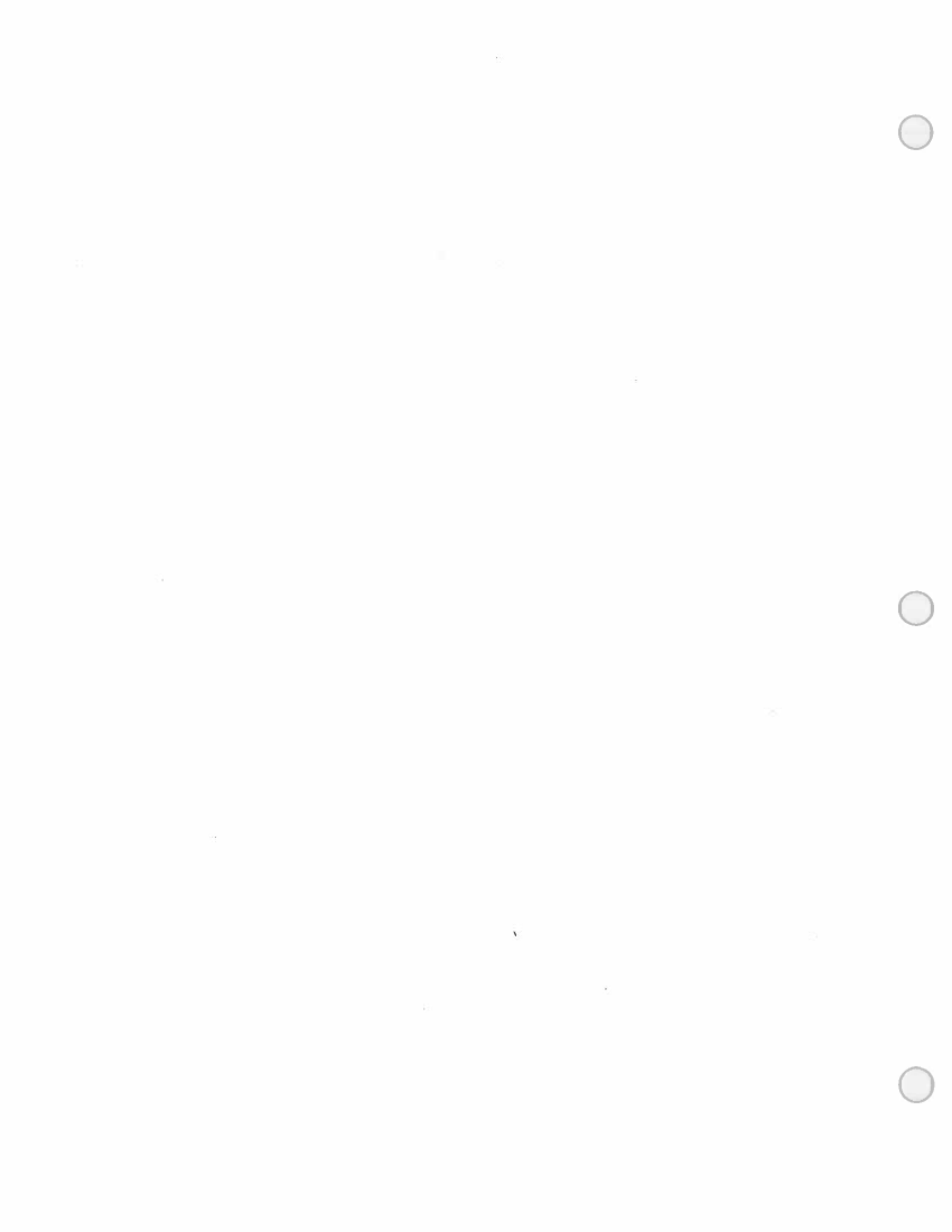


TOWN OF WATERFORD
Expenditure History

Carrier	Number	Date	Amount	Carrier	Date	Amount	Carrier	Date	Amount	Total
FRONTIER	860-442-0553	8/5/22	\$1,389.16	Verizon Business	7/15/22	\$54.95	Verizon Wireless	8/5/22	\$41.13	\$1,485.24
FRONTIER	860-442-0553	9/2/22	\$1,345.13	Verizon Business	8/19/22	\$76.47	Verizon Wireless	9/16/22	\$41.13	\$1,462.73
FRONTIER	860-442-0553	10/14/22	\$1,313.60	Verizon Business	9/30/22	\$68.86	Verizon Wireless	10/14/22	\$41.05	\$1,423.51
FRONTIER	860-442-0553	11/10/22	\$1,335.02	Verizon Business	10/28/22	\$73.62	Verizon Wireless	11/10/22	\$41.02	\$1,428.24
FRONTIER	860-442-0553	12/9/22	\$1,351.02	Verizon Business	11/23/22	\$48.26	Verizon Wireless	12/9/22	\$41.02	\$1,440.30
FRONTIER	860-442-0553	1/6/23	\$1,334.31	Verizon Business	12/23/22	\$71.54	Verizon Wireless	1/20/23	\$40.98	\$1,446.83
FRONTIER	860-442-0553	2/3/23	\$1,311.52	Verizon Business	1/20/23	\$49.07	Verizon Wireless	3/3/23	\$41.00	\$1,401.59
FRONTIER	860-442-0553	3/3/23	\$1,310.15	Verizon Business	3/3/23	\$58.81	Verizon Wireless	3/17/23	\$41.00	\$1,409.96
FRONTIER	860-442-0553	4/14/23	\$1,415.07	Verizon Business	3/17/23	\$105.16	Verizon Wireless	4/14/23	\$41.00	\$1,561.23
FRONTIER	860-442-0553	5/12/23	\$1,338.01	Verizon Business	4/28/23	\$5.99	Verizon Wireless	5/12/23	\$41.00	\$1,385.00
FRONTIER	860-442-0553	6/1/23	\$1,405.18	Verizon Business	5/26/23	\$48.07	Verizon Wireless	6/23/23	\$40.97	\$1,494.22
FRONTIER	860-442-0553	6/23/23	\$1,367.91	Verizon Business	6/23/23	\$52.90	Verizon Wireless	6/30/23	\$40.97	\$1,461.78
ACTUAL - 2022/2023			\$16,216.08	Total		\$713.70	Total		\$492.27	\$17,422.05
AVERAGE MONTHLY COST			\$1,351.34			\$59.48			\$41.02	\$17,422.08
PROJECTED 2024/2025										

Carrier	Number	Date	Amount	Carrier	Date	Amount	Carrier	Date	Amount	Total
FRONTIER	860-442-0553	7/15/21	\$1,358.12	Verizon Business	7/23/21	\$83.59	Verizon Wireless	8/6/21	\$41.14	\$1,482.85
FRONTIER	860-442-0553	8/15/21	\$1,328.80	Verizon Business	8/20/21	\$70.24	Verizon Wireless	9/17/21	\$41.14	\$1,440.18
FRONTIER	860-442-0553	9/15/21	\$1,226.87	Verizon Business	10/1/21	\$69.69	Verizon Wireless	10/15/21	\$41.08	\$1,337.64
FRONTIER	860-442-0553	10/15/21	\$1,236.23	Verizon Business	10/29/21	\$95.67	Verizon Wireless	11/12/21	\$41.05	\$1,363.59
FRONTIER	860-442-0553	11/15/21	\$1,253.40	Verizon Business	11/24/21	\$83.04	Verizon Wireless	12/23/21	\$41.05	\$1,377.49
FRONTIER	860-442-0553	12/15/21	\$1,235.65	Verizon Business	12/3/21	\$78.79	Verizon Wireless	1/21/22	\$41.05	\$1,355.49
FRONTIER	860-442-0553	1/15/22	\$1,243.46	Verizon Business	2/4/22	\$19.15	Verizon Wireless	2/18/22	\$41.02	\$1,303.63
FRONTIER	860-442-0553	2/15/22	\$1,224.13	Verizon Business	3/4/22	\$81.37	Verizon Wireless	3/18/22	\$41.02	\$1,346.52
FRONTIER	860-442-0553	3/15/22	\$1,216.55	Verizon Business	4/1/22	\$70.07	Verizon Wireless	4/14/22	\$41.02	\$1,327.64
FRONTIER	860-442-0553	4/15/22	\$1,345.98	Verizon Business	4/29/22	\$81.10	Verizon Wireless	5/13/22	\$71.00	\$1,498.08
FRONTIER	860-442-0553	5/15/22	\$1,345.98	Verizon Business	5/27/22	\$68.01	Verizon Wireless	6/10/22	\$41.01	\$1,455.00
FRONTIER	860-442-0553	6/15/22	\$1,255.71	Verizon Business	6/24/22	\$64.56	Verizon Wireless	6/30/22	\$41.01	\$1,361.28
ACTUAL - 2021/2022			\$15,270.88	Total		\$865.28	Total		\$522.59	\$16,658.75

Carrier	Number	Date	Amount	Carrier	Date	Amount	Carrier	Date	Amount	Total
FRONTIER	860-442-0553	7/24/20	\$1,091.76	Verizon Business	7/29/21	\$52.93	Verizon Wireless	2/18/21	\$110.12	\$1,254.81
FRONTIER	860-442-0553	8/20/20	\$1,089.62	Verizon Business	8/17/20	\$72.31	Verizon Wireless	2/18/21	\$51.28	\$1,213.21
FRONTIER	860-442-0553	9/24/20	\$1,090.22	Verizon Business	8/28/20	\$50.51	Verizon Wireless	3/2/21	(\$27.00)	\$1,113.73
FRONTIER	860-442-0553	10/16/20	\$1,093.67	Verizon Business	9/21/20	\$96.70	Verizon Wireless	3/17/21	\$75.82	\$1,262.74
FRONTIER	860-442-0553	11/23/20	\$1,091.51	Verizon Business	10/1/20	\$51.92	Verizon Wireless	4/16/21	\$90.03	\$1,233.46
FRONTIER	860-442-0553	1/12/21	\$1,091.51	Verizon Business	10/16/20	\$87.05	Verizon Wireless	4/16/21	\$41.16	\$1,219.72
FRONTIER	860-442-0553	1/26/21	\$2,219.60	Verizon Business	11/3/20	\$51.23	Verizon Wireless	5/14/21	\$41.17	\$2,312.00
FRONTIER	860-442-0553	2/18/21	\$13.07	Verizon Business	11/17/20	\$194.33	Verizon Wireless	5/28/21	\$92.59	\$299.99
FRONTIER	860-442-0553	3/24/21	\$1,096.05	Verizon Business	12/11/20	\$51.23	Verizon Wireless	6/4/21	\$41.17	\$1,188.45
FRONTIER	860-442-0553	4/30/21	\$1,128.78	Verizon Business	1/8/21	\$77.68	Verizon Wireless	6/30/21	\$60.61	\$1,267.07
FRONTIER	860-442-0553	5/28/21	\$1,138.06	Verizon Business	1/8/21	\$51.23	Verizon Wireless	6/30/21	\$41.17	\$1,230.46
FRONTIER	860-442-0553	6/25/21	\$1,133.85	Verizon Business	2/3/21	\$50.00	Verizon Wireless			\$1,183.85
ACTUAL - 2020/2021			\$13,277.70	Total		\$887.12	Total		\$618.12	\$14,782.94



TOWN OF WATERFORD

Expenditure History

Carrier	Number	Date	Amount	Carrier	Date	Amount	Carrier	Date	Amount	Total
FRONTIER	860-442-0553	7/22/19	\$1,002.26	Verizon Business	8/2/19	\$52.39	Verizon Wireless	2/4/20	\$52.15	\$1,106.80
FRONTIER	860-442-0553	8/23/19	\$1,002.32	Verizon Business	8/23/19	\$84.79	Verizon Wireless	2/25/20	\$69.74	\$1,156.85
FRONTIER	860-442-0553	9/28/02	\$1,002.28	Verizon Business	8/29/19	\$52.39	Verizon Wireless	3/5/20	\$52.15	\$1,106.82
FRONTIER	860-442-0553	10/23/19	\$1,005.43	Verizon Business	9/17/19	\$72.65	Verizon Wireless	3/20/20	\$98.05	\$1,176.13
FRONTIER	860-442-0553	11/22/19	\$1,002.78	Verizon Business	9/30/21	\$52.39	Verizon Wireless	4/2/20	\$52.15	\$1,107.32
FRONTIER	860-442-0553	12/26/19	\$1,002.80	Verizon Business	10/18/19	\$73.52	Verizon Wireless	4/24/20	\$88.24	\$1,164.56
FRONTIER	860-442-0553	1/22/20	\$999.97	Verizon Business	11/8/19	\$52.46	Verizon Wireless	5/1/20	\$51.99	\$1,104.42
FRONTIER	860-442-0553	2/25/20	\$1,003.70	Verizon Business	11/13/19	\$67.10	Verizon Wireless	5/27/20	\$97.67	\$1,168.47
FRONTIER	860-442-0553	3/24/20	\$997.90	Verizon Business	12/10/19	\$52.46	Verizon Wireless	6/9/20	\$51.99	\$1,102.35
FRONTIER	860-442-0553	4/24/20	\$996.69	Verizon Business	12/26/19	\$70.10	Verizon Wireless	6/22/20	\$187.36	\$1,254.15
FRONTIER	860-442-0553	5/27/20	\$1,114.47	Verizon Business	1/10/20	\$52.46	Verizon Wireless	6/30/20	\$10.82	\$1,177.75
FRONTIER	860-442-0553	6/22/20	\$1,082.94	Verizon Business	1/22/20	\$64.96	Verizon Wireless	6/30/20	\$51.99	\$1,199.89
ACTUAL - 2019/2020			\$12,213.54	Total		\$747.67	Total		\$864.30	\$13,825.51



TOWN OF WATERFORD
OFFICE SUPPLIES & OFFICE EQUIPMENT - FINANCE DEPARTMENT
2024-2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (9/7/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
53010	OFFICE SUPPLIES	33,407	20,000	5,778	25,000	5,000	25.00%

ACCOUNT JUSTIFICATION

The Finance Department provides standard office supplies to departments. The purchasing agent purchases standard supplies to take advantage of state contract pricing. Supplies include, printer toner, envelopes, general office supplies, copier paper, AP check stock.

5-year Expenditure History					
	FY19	FY20	FY21	FY22	FY23
\$	25,232.27	\$ 20,622.73	\$ 29,329.61	\$ 24,996.32	\$ 33,407.19

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (9/7/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
54010	FURNITURE	2,399	115	0	0	(115)	-100.00%

ACCOUNT JUSTIFICATION

No furniture needs for FY25.

5-year Expenditure History					
	FY19	FY20	FY21	FY22	FY23
	\$ -	\$ -	\$ -	\$ -	\$ 2,399.05



TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

10116 RETIREMENT COMMISSION

DEPT/AGENCY:

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 APPROVED BD/COMM (11/30/23)	2024/2025 BD OF SELECTMEN (2/6/24)	BOS Approved \$ Increase	BOS Approved % Increase
PERSONNEL COSTS										
51930	HYPERTENSION/ HEART DISEASE	229,941	177,448		113,424	234,084	234,084	234,084	56,636	31.92%
51940	PENSION CONTRIBUTIONS	4,458,601	5,020,191		2,016,507	5,662,552	5,662,552	5,662,552	642,361	12.80%
51945	RETIREE HEALTH BENEFITS	392,234	393,793		244,763	429,140	429,140	429,140	35,347	8.98%
51949	OPEB TRUST FUND CONTRIBUTION	1,153,286	1,458,305		1,458,305	1,434,481	1,434,481	1,434,481	(23,824)	-1.63%
	SUBTOTAL	6,234,062	7,049,737	0	3,832,999	7,760,257	7,760,257	7,760,257	710,520	10.08%
DEPARTMENT TOTAL										
		6,234,062	7,049,737	0	3,832,999	7,760,257	7,760,257	7,760,257	710,520	10.08%

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: RETIREMENT COMMISSION (10116)**



BUDGET FUNCTION

The Retirement Commission is charged with the management of the retirement program for the Town. This budget represents the Commission's estimate of the employer cost required to fund our retirement plans on an actuarially sound basis.

The Retirement Commission voted to appoint an Investment Manager in April 2016 for both the pension trust and the OPEB trust fund. The trusts were set up in February 2017 and were funded for the first time in FY2018.

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: RETIREMENT COMMISSION (10116)**



BUDGET SUMMARY

The proposed FY25 budget of \$7,760,257 is 10.08% higher than FY24. The main driver of this increase is the State's decision to significantly increase employer contribution rates in an effort to stem the burgeoning CMERS pension debt which has tripled in the past six years.

51930 HEART/HYPERTENSION BENEFITS

The Town is currently paying benefits to three individuals (one widow of a former police officer, one widow of a former firefighter, and one retired fire services employee) in accordance with judgments of the workers' compensation commission based upon Connecticut State Statute. In addition, the Town pays for treatment medications for several active police officers. A cost of living adjustment (COLA) is provided annually in October based on information provided by our actuary firm, Hooker & Holcombe.

51940 PENSION CONTRIBUTIONS

Overall Budget is up by 12.80%. All general employees, police, and firefighters are covered by MERF B, a State administered plan. Employees who retired prior to the Town joining the MERF system are covered by the Town administered plan.

The employer contribution rates for MERF B for fiscal year 2025 have not been released to date. Rates used are based on expected rates for FY24 received from the State of Connecticut Retirement Division. Payroll has been estimated based on 2023-2024 projected payroll using staffing levels as of November 2023. The employee contribution rate for fiscal year 2024-2025 is 4.75% of payroll and is provided for informational purposes only.

The proposed budget includes an administrative assessment fee for all active and retired employees of \$130.00 per member. The 2024-2025 administrative fee of \$81,120 is based on 342 active participants and 282 retirees.

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: RETIREMENT COMMISSION (10116)



BUDGET SUMMARY (continued)

The Public Employees Retirement System Fund (PERS) currently has 6 active participants. Effective fiscal year 2004, the RTM approved a change in benefit allowing for a minimum pension of \$6,000 annually and offered a one-time \$5,000 bonus. An annual increase linked to the CPI-U was approved with a cap of five (5%) percent per year. The June 30, 2023 Actuarial Valuation Report performed by Hooker & Holcombe, Inc. indicated that based upon the current population and the approved changes to the plan, the fund will carry an unfunded liability of \$163,286 in FY2025.

51945 RETIREE HEALTH BENEFITS

Overall Budget is up 8.98%. The main driver for the increase is actual monthly cost to the Town for Retirees under 65. The Town currently has sixteen (16) retirees who receive post-retirement healthcare benefits. In addition, there are another 30 employees in the Over 65 classification that receive post-employment healthcare benefits. The current GGA contract allows for a buy-out of accrued sick time hours in excess of 1,400 per year for deposit into a Health Retirement Account to be used by the employee for medical costs incurred following retirement.

The cost of the third party administration of the HRA has been included in the line item. The annual cost of this excess, sick time accrual is included in the respective employee's department budget.

OTHER POST EMPLOYMENT BENEFITS (OPEB)

The Governmental Accounting Standards Board (GASB) issued a Statement 45 requiring the cost of Other Post-Employment Benefits (OPEB) to be recognized in the year earned (when the employee is working) rather than when paid (when the employee retires). In addition, the Statement also requires the recording of a liability (implicit rate subsidy) for those retirees that remain on the Town's plan at their own cost. Since the cost of similar benefits for these employees would be greater if the retiree was not part of the group, the statement requires the recording of the liability for the difference. The effective date of Statement 45 was July 1, 2006.

On December 1, 2014, the RTM approved the establishment of a trust fund to account for the OPEB contributions. The Retirement Commission is responsible for the oversight and recommended funding of the OPEB Trust and appointed an Investment Manager in April 2016 for both the pension trust and the OPEB trust fund.

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: RETIREMENT COMMISSION (10116)



BUDGET SUMMARY (continued)

Proposed Budget for Fiscal Year 2025 contains an increase of 10.08%.

As of the July 1, 2022, actuarial OPEB valuation, the Town's Unfunded Actuarial Accrued Liability is \$20,868,668. The annual required contribution (ARC) for FY2025 is \$2,516,833. This contribution is funded in the annual budgets of the Retirement Commission and Insurance Budgets as follows:

Trust Contribution (10116-51949)	1,434,481
Retiree Health Benefits (10116-51945)	429,140
Over 65 - fully insured (10112-52251)	653,212
	2,516,833

**TOWN OF WATERFORD
GENERAL FUND
2024-2025 PROPOSED BUDGET**

DEPT/AGENCY:

10116

RETIREMENT COMMISSION

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 11/3/2023	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 APPROVED BD/COMM.	Department Request \$ Increase	Department Request % Increase
PERSONNEL COSTS									
51930	HYPERTENSION/ HEART DISEASE	229,941	177,448		78,627	234,084		56,636	31.92%
51940	PENSION CONTRIBUTIONS	4,458,601	5,020,191		1,334,181	5,662,552		642,361	12.80%
51945	RETIREE HEALTH BENEFITS	392,234	393,793		98,317	429,140		35,347	8.98%
51949	OPEB TRUST FUND CONTRIBUTION	1,153,286	1,458,305		1,458,305	1,434,481		(23,824)	-1.63%
	SUBTOTAL	6,234,062	7,049,737	0	2,969,430	7,760,257	0	710,520	10.08%
	DEPARTMENT TOTAL	6,234,062	7,049,737	0	2,969,430	7,760,257	0	710,520	10.08%

Note:

The OPEB Trust contribution is currently based on the July 2022 OPEB valuation. The valuation report provides an FY25 ADEC (Actuarially Determined Employer Contribution) figure of \$2,516,833. The town budgets on a "pay as you go" basis and funds the ADEC in the Retirement Commission and Insurance budgets as follows:

Trust Contribution (10116-51949)	1,434,481
Retiree Health Benefits (10116-51945)	429,140
Over 65 - fully insured (10112-52251)	653,212
	<u>2,516,833</u>

TOWN OF WATERFORD
RETIREE HEALTH BENEFITS -SUMMARY SHEET
2024-2025 PROPOSED BUDGET

10116-51945 - RETIREE HEALTH BENEFITS

	MONTHLY COST	NO. OF MONTHS	ANNUAL COST
RETIRES - OVER 65	\$7,336.56	12	\$88,038.72 ¹
RETIRES - UNDER 65	\$24,585.91	12	\$295,030.92 ²
NON BCBS SUPPLEMENT	\$3,739.18	12	\$44,870.16 ³
PROSPECTIVE RETIREES	\$0.00	12	\$0.00 ⁴
ADMINISTRATIVE COST - HRA	\$100.00	12	\$1,200.00
TOTAL	\$35,761.65		\$429,139.80

AMOUNT TO BUDGET

429,140

2023-2024 ADOPTED BUDGET

393,793

PERCENT INCREASE/DECREASE OVER PY

8.98%

¹ Budget calculation based on October 2023 monthly cost to Town.

² Budget calculation based on October 2023 rates.

³ In 2022-23, 13 retirees were reimbursed for Non-BCBS supplement. The total reimbursement was \$24,120.81. The retiree must submit copies of paid invoices to receive the reimbursement.

⁴ Third party fee for the administration of the HRA accounts allowed for in the current GGA contract. Third party vendor is Flores & Associates.

**TOWN OF WATERFORD
HEART/HYPERTENSION 2024-2025 FISCAL YEAR PROPOSED BUDGET**

HEART/HYPERTENSION	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 as of 9/7/23	2024-2025 PROPOSED
WAGES ¹	203,002.00	163,225.33	167,099.92	64,269.20	226,224.79	41,267	228,084
TREATMENT MEDICATION ²	14,185.89	4,066.39	5,996.45	1,907.30	3,716.67	3,265	6,000
TOTALS	217,187.89	167,291.72	173,096.37	66,176.50	229,941.46	44,532.00	234,084.00

NOTES:

¹ COLA rates used as of October 1, 2023

² Treatment medication is based on prior year actual.

TOWN OF WATERFORD
PENSION CONTRIBUTIONS
2024/2025 FISCAL YEAR PROPOSED BUDGET

PENSION CONTRIBUTIONS	2018-2019 ACTUAL	2019-2020 ACTUAL	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 BUDGETED	2024-2025 PROPOSED	INCREASE/ (DECREASE) OVER P/Y	% INCREASE/ (DECREASE) OVER P/Y
TOWN OF WATERFORD PLAN									
EMPLOYER CONTRIBUTIONS	81,131.00	82,000.00	82,000.00	83,000.00	27,280.00	27,280.00	22,450.00	(4,830.00)	-17.71%
ACTUARIAL FEE	5,395.01	7,953.00	7,100.00	5,957.91	8,455.38	7,475.00	7,475.00	0.00	0.00%
	86,526.01	89,953.00	89,100.00	88,957.91	35,735.38	34,755.00	29,925.00	(4,830.00)	-13.90%
MERS									
EMPLOYER CONTRIBUTIONS	2,735,169.99	0.00	3,615,776.00	3,839,599.51	3,948,069.18	4,476,259.15	5,153,635.38	677,376.23	15.13%
AMORTIZATION/ADMIN COST	497,704.00	497,704.00	502,644.00	420,218.58	474,796.78	509,176.76	508,916.76	(260.00)	-0.05%
	3,232,873.99	497,704.00	4,118,420.00	4,259,818.09	4,422,865.96	4,985,435.91	5,662,552.14	677,116.23	13.58%
TOTALS	3,319,400.00	587,657.00	4,207,520.00	4,348,776.00	4,458,601.34	5,020,190.91	5,692,477.14	672,286.23	13.39%

TOWN OF WATERFORD
PROJECTED MERF CONTRIBUTION - ACTUAL 2022-2023 WAGES
2024/2025 FISCAL YEAR

MONTH	PROJECTED 2023-2024 WAGES				ACTUAL 2022-2023 WAGES				
	TOWN SALARIES	POLICE/FIRE SALARIES	BOE NON-CERT SALARIES	TOTAL		TOWN SALARIES	POLICE/FIRE SALARIES	BOE NON-CERT SALARIES	TOTAL
JULY 2023 ACTUAL	\$698,914.69	\$497,151.56	396,581.00	1,592,647.25	JULY 2022	\$878,393.03	\$611,783.53	\$373,415.47	1,863,592.03
AUGUST 2023 ACTUAL	\$702,060.13	\$515,572.31	409,779.00	1,627,411.44	AUGUST 2022	\$672,684.15	\$496,862.45	\$379,273.22	1,548,819.82
SEPTEMBER 2023 ACTUAL	\$871,379.46	\$681,801.01	599,751.00	2,152,931.47	SEPTEMBER 2022	\$824,303.13	\$592,635.61	\$549,219.99	1,966,158.73
OCTOBER 2023 ACTUAL	\$701,011.72	\$531,254.21	609,313.00	1,841,578.93	OCTOBER 2022	\$668,162.06	\$499,429.28	\$575,557.18	1,743,148.52
NOVEMBER 2023 ACTUAL	\$706,770.25	\$538,025.36	609,313.00	1,854,108.61	NOVEMBER 2022	\$715,827.87	\$550,210.77	\$578,029.98	1,844,068.62
DECEMBER 2023 ACTUAL	\$883,462.82	\$672,531.70	913,619.00	2,469,613.52	DECEMBER 2022	\$848,931.53	\$786,872.22	\$865,300.30	2,501,104.05
JANUARY 2024 PROJECTED	\$706,770.25	\$538,025.36	529,313.00	1,774,108.61	JANUARY 2023	\$685,353.06	\$490,622.65	\$578,796.63	1,754,772.34
FEBRUARY 2024 PROJECTED	\$706,770.25	\$538,025.36	609,313.00	1,854,108.61	FEBRUARY 2023	\$677,936.43	\$472,053.71	\$599,675.70	1,749,665.84
MARCH 2024 PROJECTED	\$883,462.82	\$672,531.70	609,313.00	2,165,307.52	MARCH 2023	\$868,508.49	\$599,132.27	\$561,972.11	2,029,612.87
APRIL 2024PROJECTED	\$706,770.25	\$538,025.36	609,313.00	1,854,108.61	APRIL 2023	\$679,091.50	\$480,466.71	\$525,063.10	1,684,621.31
MAY 2024 PROJECTED	\$883,462.82	\$672,531.70	833,969.00	2,389,963.52	MAY 2023	\$708,397.02	\$527,865.08	\$603,156.80	1,839,418.90
JUNE 2024 PROJECTED	\$706,770.25	\$538,025.36	609,313.00	1,854,108.61	JUNE 2023	\$834,343.91	\$636,671.52	\$826,518.93	2,297,534.36
TOTALS:	9,157,605.71	6,933,500.99	7,338,890.00	23,429,996.70		9,061,932.18	6,744,605.80	7,015,979.41	22,822,517.39

Est wage increase FY25 2.50% 2.75% 3.50%

Projected MERF salaries 2024-25 9,386,545.85 7,124,172.27 7,595,751.15 24,106,469.27

2024-2025 Contribution Rate ¹	19.57%	25.69%	19.57%	
Est. Employer Contribution 2024-2025	\$1,836,947.02	\$1,830,199.86	\$1,486,488.50	\$5,153,635.38
Amortization	0.00	427,247.68	549.08	427,796.76
Administrative Fee	31,980.00	12,610.00	36,530.00	81,120.00
CONTRIBUTION	\$1,868,927.02	\$2,270,057.54	\$1,523,567.58	\$5,662,552.14

CONTRIBUTION RATE
1. The contribution rate is based on the MERF Projection for FY 2024 from the State of CT. FY 2025 rates not expected until March 2024.

STATE of
CONNECTICUT

RETIREMENT SERVICES
DIVISION



RETIREMENT SERVICES DIVISION
OFFICE of the STATE COMPTROLLER
165 Capitol Ave.
Hartford, CT 06106

March 3, 2023

Ms. Christy Gregg
Director of HR
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
cgregg@waterfordct.org

RE: Waterford Local 1303 152-B

Dear Ms. Gregg:

The purpose of this letter is to advise you of the costs for the above referenced unit to participate in the Connecticut Municipal Employees Retirement System (CMERS) for the fiscal year beginning July 1, 2023. The State of Connecticut Retirement Commission has authorized the contributions rates below to be effective for the July 1, 2023 to June 30, 2024 fiscal year.

- Monthly contribution payments, as a percentage of payroll, will be as follows:

Normal Cost	7.50%
Unfunded Accrued Liability	<u>12.07%</u>
Total	19.57%

- As stated in the Retirement Services Division letter dated June 25, 2019, Public Act No. 19-124 includes an increase in employee contributions to MERS in each of the six subsequent fiscal years. Therefore, effective July 1, 2023, the employee contribution rates for members covered by Social Security will increase from 4.25% to 4.75%. Please note that the employee contribution rate for wages above the Social Security Wage Base is 7.50%.
- There is no annual amortization payment for prior service.
- The CMERS administrative charge is \$18,200. This charge is based on \$130 per active and retired member. Our most recent files show 69 active members and 71 retired members.

The State Employees Retirement Commission approved the above total contribution rate of 19.57% at its February 16, 2023 meeting. A copy of the June 30, 2022 actuarial valuation report can be found on the Office of the State Comptroller's website at <https://www.osc.ct.gov/rbsd/reports/index.html>.

If you have any questions regarding the information provided in this letter, please contact Rudolph Nelson, a CMERS staff member, at (860)702-3502.

Very truly yours,

THE CONNECTICUT MUNICIPAL EMPLOYEES RETIREMENT SYSTEM
BY:


John Herrington, Director
Retirement Services Division

STATE of
CONNECTICUT

RETIREMENT SERVICES
DIVISION



RETIREMENT SERVICES DIVISION
OFFICE of the STATE COMPTROLLER
165 Capitol Ave.
Hartford, CT 06106

March 3, 2023

Ms. Christy Gregg
Director of HR
Waterford Fire Department
15 Rope Ferry Road
Waterford, CT 06385
cgregg@waterfordct.org

RE: Waterford Fire 152-F

Dear Ms. Gregg:

The purpose of this letter is to advise you of the costs for the above referenced unit to participate in the Connecticut Municipal Employees Retirement System (CMERS) for the fiscal year beginning July 1, 2023. The State of Connecticut Retirement Commission has authorized the contributions rates below to be effective for the July 1, 2023 to June 30, 2024 fiscal year.

- Monthly contribution payments, as a percentage of payroll, will be as follows:

Normal Cost	10.73%
Unfunded Accrued Liability	<u>14.96%</u>
Total	25.69%

- As stated in the Retirement Services Division letter dated June 25, 2019, Public Act No. 19-124 includes an increase in employee contributions to MERS in each of the six subsequent fiscal years. Therefore, effective July 1, 2023, the employee contribution rates for members covered by Social Security will increase from 4.25% to 4.75%. Please note that the employee contribution rate for wages above the Social Security Wage Base is 7.50%.
- There is no annual amortization payment for prior service.
- The CMERS administrative charge is \$2,470. This charge is based on \$130 per active and retired member. Our most recent files show 12 active members and 7 retired members.

The State Employees Retirement Commission approved the above total contribution rate of 25.69% at its February 16, 2023 meeting. A copy of the June 30, 2022 actuarial valuation report can be found on the Office of the State Comptroller's website at <https://www.osc.ct.gov/rbsd/reports/index.html>.

If you have any questions regarding the information provided in this letter, please contact Rudolph Nelson, a CMERS staff member, at (860)702-3502.

Very truly yours,

THE CONNECTICUT MUNICIPAL EMPLOYEES RETIREMENT SYSTEM

BY:

John Herrington, Director
Retirement Services Division

STATE of
CONNECTICUT

RETIREMENT SERVICES
DIVISION



RETIREMENT SERVICES DIVISION
OFFICE of the STATE COMPTROLLER
165 Capitol Ave.
Hartford, CT 06106

March 3, 2023

Ms. Christy Gregg
Director of HR
Waterford Public Schools
15 Rope Ferry Road
Waterford, CT 06385
cgregg@waterfordct.org

RE: Waterford Police 152-P

Dear Ms. Gregg:

The purpose of this letter is to advise you of the costs for the above referenced unit to participate in the Connecticut Municipal Employees Retirement System (CMERS) for the fiscal year beginning July 1, 2023. The State of Connecticut Retirement Commission has authorized the contributions rates below to be effective for the July 1, 2023 to June 30, 2024 fiscal year.

- Monthly contribution payments, as a percentage of payroll, will be as follows:

Normal Cost	10.73%
Unfunded Accrued Liability	<u>14.96%</u>
Total	25.69%

- As stated in the Retirement Services Division letter dated June 25, 2019, Public Act No. 19-124 includes an increase in employee contributions to MERS in each of the six subsequent fiscal years. Therefore, effective July 1, 2023, the employee contribution rates for members covered by Social Security will increase from 4.25% to 4.75%. Please note that the employee contribution rate for wages above the Social Security Wage Base is 7.50%.
- There is no annual amortization payment for prior service.
- The CMERS administrative charge is \$12,610. This charge is based on \$130 per active and retired member. Our most recent files show 47 active members and 50 retired members.

The State Employees Retirement Commission approved the above total contribution rate of 25.69% at its February 16, 2023 meeting. A copy of the June 30, 2022 actuarial valuation report can be found on the Office of the State Comptroller's website at <https://www.osc.ct.gov/rbsd/reports/index.html>.

If you have any questions regarding the information provided in this letter, please contact Rudolph Nelson, a CMERS staff member, at (860)702-3502.

Very truly yours,

THE CONNECTICUT MUNICIPAL EMPLOYEES RETIREMENT SYSTEM

BY:


John Herrington, Director
Retirement Services Division

STATE of
CONNECTICUT

RETIREMENT SERVICES
DIVISION



RETIREMENT SERVICES DIVISION
OFFICE of the STATE COMPTROLLER
165 Capitol Ave.
Hartford, CT 06106

March 3, 2023

Ms. Christy Gregg
Director of HR
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
cgregg@waterfordct.org

RE: Waterford Gen Gov Admin 152-T

Dear Ms. Gregg:

The purpose of this letter is to advise you of the costs for the above referenced unit to participate in the Connecticut Municipal Employees Retirement System (CMERS) for the fiscal year beginning July 1, 2023. The State of Connecticut Retirement Commission has authorized the contributions rates below to be effective for the July 1, 2023 to June 30, 2024 fiscal year.

- Monthly contribution payments, as a percentage of payroll, will be as follows:

Normal Cost	7.50%
Unfunded Accrued Liability	<u>12.07%</u>
Total	19.57%

- As stated in the Retirement Services Division letter dated June 25, 2019, Public Act No. 19-124 includes an increase in employee contributions to MERS in each of the six subsequent fiscal years. Therefore, effective July 1, 2023, the employee contribution rates for members covered by Social Security will increase from 4.25% to 4.75%. Please note that the employee contribution rate for wages above the Social Security Wage Base is 7.50%.
- There is no annual amortization payment for prior service.
- The CMERS administrative charge is \$6,370. This charge is based on \$130 per active and retired member. Our most recent files show 19 active members and 30 retired members.

The State Employees Retirement Commission approved the above total contribution rate of 19.57% at its February 16, 2023 meeting. A copy of the June 30, 2022 actuarial valuation report can be found on the Office of the State Comptroller's website at <https://www.osc.ct.gov/rbsd/reports/index.html>.

If you have any questions regarding the information provided in this letter, please contact Rudolph Nelson, a CMERS staff member, at (860)702-3502.

Very truly yours,

THE CONNECTICUT MUNICIPAL EMPLOYEES RETIREMENT SYSTEM

BY:


John Herrington, Director
Retirement Services Division

STATE of
CONNECTICUT



RETIREMENT SERVICES
DIVISION



RETIREMENT SERVICES DIVISION
OFFICE of the STATE COMPTROLLER
165 Capitol Ave.
Hartford, CT 06106

March 3, 2023

Ms. Christy Gregg
Director of HR
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
cgregg@waterfordct.org

RE: Waterford Town 152-W

Dear Ms. Gregg:

The purpose of this letter is to advise you of the costs for the above referenced unit to participate in the Connecticut Municipal Employees Retirement System (CMERS) for the fiscal year beginning July 1, 2023. The State of Connecticut Retirement Commission has authorized the contributions rates below to be effective for the July 1, 2023 to June 30, 2024 fiscal year.

- Monthly contribution payments, as a percentage of payroll, will be as follows:

Normal Cost	7.50%
Unfunded Accrued Liability	<u>12.07%</u>
Total	19.57%

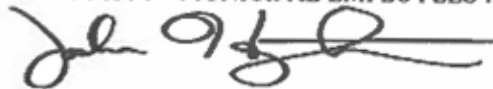
- As stated in the Retirement Services Division letter dated June 25, 2019, Public Act No. 19-124 includes an increase in employee contributions to MERS in each of the six subsequent fiscal years. Therefore, effective July 1, 2023, the employee contribution rates for members covered by Social Security will increase from 4.25% to 4.75%. Please note that the employee contribution rate for wages above the Social Security Wage Base is 7.50%.
- There is no annual amortization payment for prior service.
- The CMERS administrative charge is \$9,880. This charge is based on \$130 per active and retired member. Our most recent files show 38 active members and 38 retired members.

The State Employees Retirement Commission approved the above total contribution rate of 19.57% at its February 16, 2023 meeting. A copy of the June 30, 2022 actuarial valuation report can be found on the Office of the State Comptroller's website at <https://www.osc.ct.gov/rbsd/reports/index.html>.

If you have any questions regarding the information provided in this letter, please contact Rudolph Nelson, a CMERS staff member, at (860)702-3502.

Very truly yours,

THE CONNECTICUT MUNICIPAL EMPLOYEES RETIREMENT SYSTEM
BY:



John Herrington, Director
Retirement Services Division

Executive Summary

	July 1, 2023	July 1, 2021
Number of members		
Active employees	0	0
Terminated vested members	0	0
Retired, disabled and beneficiaries	6	7
Total	6	7
Covered employee payroll	N/A	N/A
Average plan salary	N/A	N/A
Actuarial present value of future benefits	717,948	786,000
Actuarial accrued liability	717,948	786,000
Plan assets		
Market value of assets	509,200	639,050
Actuarial value of assets	554,662	587,576
Unfunded accrued liability	163,286	198,424
Funded ratio	77.3%	74.8%
Actuarially determined employer contribution (ADEC)		
Fiscal year ending 2025	2025	2023
ADEC	22,450	27,280
Fiscal year ending 2026	2026	2024
ADEC	22,450	27,280

Executive Summary

	July 1, 2022	July 1, 2020
Number of members		
Active members	368	404
Retired members and dependents	179	119
Total	547	523
Covered employee payroll	29,029,526	31,115,420
Average plan salary	78,885	77,018
Actuarial present value of future benefits	32,284,998	27,947,165
Actuarial accrued liability	30,074,765	25,386,650
Plan assets		
Market value of assets	8,465,847	6,109,331
Actuarial value of assets	9,206,097	6,109,331
Unfunded accrued liability	20,868,668	19,277,319
Funded ratio	30.6%	24.1%
Actuarially determined employer contribution (ADEC)		
Fiscal year ending 2024		2022
ADEC	2,505,310	2,217,688
Fiscal year ending 2025		2023
ADEC	2,516,833	2,231,121

TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

10112 INSURANCE

DEPT/AGENCY:

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB. AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 BD OF FINANCE APPROVED (2/6/24)	BOF Approved \$ Increase	BOF Approved % Increase
SERVICES									
52200	WORKERS' COMPENSATION	510,371	718,436		587,711	607,941	607,941	(110,495)	-15.38%
52201	LIABILITY/AUTO/PROPERTY (LAP)	508,611	760,738		588,652	763,918	763,918	3,180	0.42%
52240	UNEMPLOYMENT COMPENSATION	11,055	10,000		581	10,000	10,000	-	0.00%
52250	DEDUCTIBLE COVERAGE	2,885	20,000		1,000	10,000	10,000	(10,000)	-50.00%
52251	HEALTHCARE	3,357,369	3,569,431		184,245	3,544,058	3,544,058	(25,373)	-0.71%
52252	LONG TERM DISABILITY	2,889	5,052		1,497	5,318	5,318	266	5.27%
52253	LIFE INSURANCE	20,252	22,200		8,585	20,947	20,947	(1,253)	-5.64%
	SUBTOTAL	4,413,432	5,105,857	0	1,372,271	4,962,182	4,962,182	(143,675)	-2.81%
DEPARTMENT TOTAL									
		4,413,432	5,105,857	0	1,372,271	4,962,182	4,962,182	(143,675)	-2.81%

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: INSURANCE (10112)**



BUDGET FUNCTION

The Town of Waterford is responsible for providing a variety of insurance coverage for both its employees and town departments.

- Health Insurance
- Workers' Compensation
- Liability (includes Auto & Property)
- Life Insurance
- Unemployment
- Long Term Disability



ADDITIONAL MEDICAL INSURANCE INFORMATION

The Town of Waterford has a **Self-Funded plan** for its employee health benefits. This is a type of plan in which an employer takes on most or all of the cost of benefit claims. The insurance company manages the payments, but the employer is the one who pays the claims. The proposed budget is an estimate of what our annual medical claims are forecasted to be.

The Town also purchases **Stop-loss** insurance (also known as excess insurance). This insurance is a product that provides protection against catastrophic or unpredictable losses. It is purchased by the town to lessen the liability for large losses arising under our self-funded plan. Under a stop-loss policy, the insurance company becomes liable for losses that exceed certain limits called deductibles. The Town's stop/loss is \$175,000 per individual.

Our proposed FY25 Healthcare budget also includes a **Risk Corridor** amount. We define risk corridors as the risk or possibility of our projected claims being higher than projected. We budget 25.5% of the anticipated claims to act as our insurance policy to offset any possible risk of the claims coming in higher than anticipated.

TOWN OF WATERFORD
INSURANCE BUDGET SUMMARY
2024 - 2025

LINE ITEM	COVERAGE	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY 2024 BUDGETED	FY2025 PROPOSED	DOLLAR INCREASE/ (DECREASE)	PERCENT INCREASE/ (DECREASE)
52200	WORKERS' COMPENSATION	704,517	695,402	713,648	657,530	677,919	510,371	718,436	607,941	(110,495)	-15.38%
52201	LIABILITY/AUTO/PROPERTY	457,590	427,302	411,011	406,751	496,149	508,611	760,738	763,918	3,180	0.42%
52240	UNEMPLOYMENT COMPENSATION	7,821	1,077	43,498	34,265	9,280	11,055	10,000	10,000	-	0.00%
52250	DEDUCTIBLE COVERAGE	39,655	26,671	48,865	4,000	14,071	2,885	20,000	10,000	(10,000)	-50.00%
52251	HEALTHCARE	3,205,084	3,417,542	3,410,686	3,398,170	3,458,563	3,357,369	3,569,431	3,544,058	(25,373)	-0.71%
52252	LONG TERM DISBILIYT	3,494	2,951	2,440	2,911	2,899	2,889	5,052	5,318	266	5.26%
52253	LIFE INSURANCE	18,811	19,866	19,736	20,444	20,294	20,252	22,200	20,947	(1,253)	-5.64%
	TOTALS	4,436,972	4,590,811	4,649,883	4,524,071	4,679,175	4,413,433	5,105,857	4,962,183	(143,674)	-2.81%

**TOWN OF WATERFORD
WORKERS' COMPENSATION BUDGET SUMMARY
2024 - 2025**

COVERAGE	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY 2024 BUDGETED	FY2024 ACTUAL	FY2025 PROPOSED	DOLLAR INCREASE/ (DECREASE)	PERCENT INCREASE/ (DECREASE)
PREMIUM ¹	693,728	693,696	672,889	672,830	519,820	718,436	552,674	607,941	(110,495)	-15.38%
PAYROLL AUDIT ²	30,144	31,362	55,249	-	-	-	-	-	-	0.00%
CREDITS - POLICE OUTSIDE SERVICES/MISCELLANEOUS ³	(19,355)	(29,656)	(14,490)	(15,300)	(9,449)	(15,000)	(8,804)	(9,000)	6,000	-40.00%
TOTALS	704,517	695,402	713,648	657,530	510,371	703,436	543,870	598,941	(104,495)	-14.85%

¹ Budget request based on 10% industry trend.

² No longer a separate fee for this annual audit.

³ Vendor reimbursement from Police special duty jobs. Credit is based on FY23.

TOWN OF WATERFORD
LIABILITY, AUTO, PROPERTY
2024 - 2025

COVERAGE	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY 2024 BUDGETED	FY2024 ACTUAL	FY2025 PROPOSED	DOLLAR INCREASE/ (DECREASE)	PERCENT INCREASE/ (DECREASE)
LIABILITY/AUTO/PROPERTY (LAP) PREMIUM	421,676	394,898	367,559	360,639	371,282	393,001	643,094	539,605	607,056	(36,038)	-5.60%
TAX COLLECTOR BOND	572	572	572	572	572	572	572	572	572	-	0.00%
TREASURER BOND	1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	-	0.00%
MACHINERY	5,852	6,013	14,212	15,003	14,747	10,500	14,424	14,424	16,227	1,803	12.50%
VACANT PROPERTY	1,948	682	737	763	803	827	878	1,967	2,213	1,335	152.16%
CRIME	1,612	1,612	4,032	4,444	4,444	4,668	4,828	14,004	15,755	10,926	226.31%
POLLUTION (UST)	1,839	1,504	1,951	2,031	1,975	1,766	1,819	12,736	14,328	12,509	687.69%
RISK MANAGEMENT ADVISOR	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	-	0.00%
ADDITIONAL ENDORSEMENTS (ESTIMATE)	2,550	537	238	3,641	3,000	10,434	3,100	6,776	7,000	3,900	125.81%
CYBER SECURITY					77,273	64,772	69,954	69,954	78,698	8,744	12.50%
PRIOR YEAR CREDITS	(529)	(586)	(360)	(2,412)	(17)	-	-	-	-	-	#DIV/0!
TOTALS	457,590	427,302	411,011	406,751	496,149	508,611	760,738	682,108	763,918	3,180	0.42%

Renewal quotes not available until early June 2024. Budget request based on industry trend (12.5%)

TOWN OF WATERFORD
UNEMPLOYMENT COMPENSATION
2024 - 2025

COVERAGE	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGETED	FY 2025 PROPOSED	DOLLAR INCREASE/ (DECREASE)	PERCENT INCREASE/ (DECREASE)
UNEMPLOYMENT COMPENSATION ¹	7,821	1,077	43,498	34,265	9,280	11,055	10,000	10,000	-	-
TOTALS	7,821	1,077	43,498	34,265	9,280	11,055	10,000	10,000	-	-

Three-Year Average

¹ Proposed budget includes an established funding level to reflect the last several year's downward trend.

Note that the Town pays directly for the unemployment benefits paid to former employees; therefore, expenditures can vary significantly from year to year.

**TOWN OF WATERFORD
LONG-TERM DISABILITY
2024 - 2025**

COVERAGE	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2025 PROPOSED	DOLLAR INCREASE/ (DECREASE)	PERCENT INCREASE/ (DECREASE)
LONG-TERM DISABILITY	3,494	2,951	2,440	2,911	2,899	2,889	5,052	5,318	266	5.26%
TOTALS	3,494	2,951	2,440	2,911	2,899	2,889	5,052	5,318	266	5.26%

In accordance with the collective bargaining agreement between the Town of Waterford and the General Government Administrators, the Town shall provide up to 50% of the cost of long-term disability insurance, with the remaining 50% being the responsibility of the employee. The Town's 50% match is capped to a premium liability of not more than \$250 per month. The Town currently has 21 eligible employees. The FY 24 budget includes costs for 20 employees.

**TOWN OF WATERFORD
LIFE INSURANCE
2024 - 2025**

COVERAGE	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ACTUAL	FY2024 BUDGETED	FY2025 PROPOSED	DOLLAR INCREASE/ (DECREASE)	PERCENT INCREASE/ (DECREASE)
LIFE INSURANCE	18,811	19,886	19,736	20,444	20,294	20,252	22,200	20,947	(1,253)	-5.64%
TOTALS	18,811	19,886	19,736	20,444	20,294	20,252	22,200	20,947	(1,253)	9.62%

All full-time employees of the Town of Waterford are eligible for a group term life insurance based on their collective bargaining agreement. In addition, all employees (except members of 1301) are eligible for accidental death and dismemberment. The level of benefit follow.

Presently, there are 185 employees covered under the plan, 85 have additional coverage for accidental death/disability. Life insurance is at a rate of \$.12 per \$1,000 of benefit and accidental death/disability coverage is at \$.02 per \$1,000 of benefit.

**TOWN OF WATERFORD
HEALTH INSURANCE FUND ANALYSIS
2024-2025 FISCAL YEAR BUDGET**

ITEM	DESCRIPTION	TOWN	BD OF ED	TOTAL	NOTES
	Projected percent of expenditures	34.09%	65.91%	100.00%	
1	Expected paid claims for contract period @100%	\$ 3,405,113	\$ 6,583,486	\$ 9,988,599	Projection THRU OCT 23
2	Administrative Fees/Network Access Fees	\$ 70,184	\$ 135,694	\$ 205,878	Projection FY 24
3	Stop Loss <i>Note: Includes ISL at \$175K and ASL at 125%</i> <i>Estimated Stop Loss Excess</i>	\$ 1,608,066 \$ -	\$ 3,109,054 \$ -	\$ 4,717,120 \$ -	Projection FY 24
4	PCORI	\$ 1,541	\$ 2,979	\$ 4,520	
5	TOTAL 2024-25 PROJECTED EXPENDITURES	\$5,084,904	\$9,831,213	\$14,916,117	
6	Premiums to be collected from COBRA and "Other" participants	\$ 132,641	\$ 292,614	\$ 499,403	from HR
7	Employee Premium Shares	\$ 622,915	\$ 1,561,226	\$ 1,939,829	from HR and BOE finance
8	Due From Sewer Enterprise Fund	\$ 355,263	n/a	\$ 305,402	from HR
9	Due From Town Retirement Budget	\$ 429,140	n/a	\$ 429,140	matches retirement budget #
10	Due From Employer Share Food Service	n/a	\$ 119,893	\$ 118,326	from BOE finance
11	Due From Employee Share Food Service	n/a	\$ 27,615	\$ 25,862	from BOE finance
12	Due from Teachers' Retirement	n/a	\$ 113,985	\$ 56,984	from TRB
13	Projected Investment Earnings/Miscellaneous	\$ 2,500	\$ 2,500	\$ 5,000	
16	TOTAL PROJECTED FUNDING OFFSETS	\$ 1,542,459	\$ 2,117,833	\$ 3,379,946	
17	TOTAL PROJECTED EXPENDITURES	\$3,542,445	\$7,713,380	\$11,536,171	
FUND BALANCE PROJECTION					
18	Fund Balance as of 06/30/2024	\$ 1,928,170	\$ 3,727,946	\$ 5,656,116	

CURRENT YEAR ESTIMATED					
19	Amoritzation of Fund Balance FY 2024	\$ (160,681)	(\$310,662)	(\$471,343)	Based on Budget for 2024
20	ESTIMATED Fund Balance as of 06/30/2025	\$ 1,767,489	\$ 3,417,284	\$ 5,184,773	
21	Risk Corridor @ 25.5% of Line 1	\$ 868,304	\$ 1,678,789	\$ 2,547,093	
22	Fund balance over Risk Corridor	\$ 899,185	\$ 1,738,495	\$ 2,637,680	
23	Amortization of Fund balance over/(under) Risk Corridor (Line 22 above)	\$ 299,728	\$ 579,498	\$ 879,226	
24	Total Funding Offsets and Funding Requirement	3,242,717	7,133,882	10,376,599	
25	Transfer to Healthcare Fund (Line 15 - Line 19)	\$ 3,242,717	\$ 7,133,882	\$ 10,376,599	
26	Payments in Lieu of Insurance	\$ 18,000	\$ 20,950	\$ 38,950	Per estimate provided by Karen
27	Services of Agent of Record	\$ 15,341	\$ 29,660	\$ 45,000	Assuming no increase
28	HSA Contribution	\$ 268,000	\$ 622,534	\$ 890,534	Per estimate provided by Karen and Christine
29	Health Insurance Appropriation-2024-2025	\$ 3,544,058	\$ 7,807,026	\$ 11,351,083	
30	Appropriated 2023-2024 Budget	\$ 3,569,431	\$7,484,151	\$11,053,582	
31	Increase/(Decrease)	(25,373)	322,875	297,501	
32	Percent Increase/Decrease	-0.71%	4.31%	2.69%	

Actual Expenditures

FY-2024 Month	Wk. Comp Premium	Vendor Reimb.	Net Premium	LAP Insurance	Unemp. Comp.	Deductable Coverage	Healthcare	Long-term Disability	Life Insurance	Total
Jul-23	\$0.00	(\$391.61)	(\$391.61)	\$1,680.00	\$0.00	\$0.00	\$164,841.50	\$249.95	\$0.00	\$166,379.84
Aug-23	\$551,662.57	(\$1,011.43)	\$550,651.14	\$570,189.00	\$0.00	\$0.00	\$6,306.92	\$244.25	\$1,679.98	\$1,129,071.29
Sep-23	\$0.00	(\$562.80)	(\$562.80)	\$324.00	\$569.64	\$1,000.00	\$0.00	\$192.30	\$1,678.98	\$3,202.12
Oct-23	\$842.54	(\$188.76)	\$653.78	\$14,558.50	\$11.00	\$0.00	\$0.00	\$253.47	\$1,745.58	\$17,222.33
Nov-23	\$253.58	\$0.00	\$253.58	\$0.00	\$0.00	\$0.00	\$0.00		\$1,737.92	\$1,991.50
Dec-23			\$0.00							\$0.00
Jan-24			\$0.00							\$0.00
Feb-24			\$0.00							\$0.00
Mar-24			\$0.00							\$0.00
Apr-24			\$0.00							\$0.00
May-24			\$0.00							\$0.00
Jun-24			\$0.00							\$0.00
	\$552,758.69	(\$2,154.60)	\$550,604.09	\$586,751.50	\$580.64	\$1,000.00	\$171,148.42	\$939.97	\$6,842.46	\$1,317,867.08

FY-2023 Month	Wk. Comp Premium	Vendor Reimb.	Net Premium	LAP Insurance	Unemp. Comp.	Deductable Coverage	Healthcare	Long-term Disability	Life Insurance	Total
Jul-22	\$501.00	(\$527.93)	(\$26.93)	\$0.00	\$0.00	\$0.00	\$165,049.25	\$289.07	\$1,685.18	\$166,996.57
Aug-22	\$129,831.68	(\$793.26)	\$129,038.42	\$400,036.77	\$0.00	\$1,000.00	\$2,031.42	\$256.60	\$1,680.38	\$534,043.59
Sep-22	\$129,828.48	(\$1,275.90)	\$128,552.58	\$35,652.36	\$0.00	\$0.00	\$2,409.83	\$240.54	\$1,680.30	\$168,535.61
Oct-22	\$0.00	(\$1,026.13)	(\$1,026.13)	\$356.50	\$10,116.47	\$0.00	\$400.39	\$200.76	\$1,638.30	\$11,686.29
Nov-22	\$0.00	(\$1,022.80)	(\$1,022.80)	\$1,406.00	\$0.00	\$1,082.20	\$7,954.99	\$190.24	\$1,671.30	\$11,281.93
Dec-22	\$129,828.48	(\$849.40)	\$128,979.08	\$34,124.36	\$368.00	\$0.00	\$82,993.34	\$243.57	\$1,693.50	\$248,401.85
Jan-23	\$0.00	(\$557.88)	(\$557.88)	\$627.50	\$0.00	\$0.00	\$3,078,987.40	\$241.72	\$1,694.30	\$3,080,993.04
Feb-23	\$0.00	(\$334.64)	(\$334.64)	\$174.50	\$48.00	\$0.00	\$3,031.88	\$257.05	\$1,671.34	\$4,848.13
Mar-23	\$129,828.48	(\$245.53)	\$129,582.95	\$35,005.86	\$0.00	\$0.00	\$6,116.50	\$237.50	\$1,676.72	\$172,619.53
Apr-23	\$0.00	(\$611.58)	(\$611.58)	\$186.50	\$0.00	\$0.00	\$1,645.58	\$196.86	\$1,689.38	\$3,106.74
May-23	\$0.00	(\$474.55)	(\$474.55)	\$1,013.50	\$523.00	\$0.00	\$666.66	\$265.14	\$1,758.44	\$3,752.19
Jun-23	\$0.00	(\$1,727.69)	(\$1,727.69)	\$27.54	\$0.00	\$803.00	\$6,081.37	\$270.27	\$1,712.78	\$7,167.27
	\$519,818.12	(\$9,447.29)	\$510,370.83	\$508,611.39	\$11,055.47	\$2,885.20	\$3,357,368.61	\$2,889.32	\$20,251.92	\$4,413,432.74

Actual Expenditures

FY-2022 Month	Wk. Comp Premium	Vendor Reimb.	Net Premium	LAP Insurance	Unemp. Comp.	Deductible Coverage	Healthcare	Long-term Disability	Life Insurance	Total
Jul-21	\$0.00	(\$1,364.64)	(\$1,364.64)	\$118,267.00	\$0.00	\$0.00	\$167,178.83	\$249.83	\$1,708.20	\$286,039.22
Aug-21	\$173,254.40	(\$2,180.53)	\$171,073.87	\$93,712.75	\$0.00	\$0.00	\$1,486.37	\$249.93	\$1,675.40	\$268,198.32
Sep-21	\$0.00	(\$2,484.43)	(\$2,484.43)	\$0.00	\$0.00	\$0.00	\$3,130.82	\$249.93	\$1,675.40	\$2,571.72
Oct-21	\$173,253.76	(\$1,976.66)	\$171,277.10	\$95,854.75	\$0.00	\$8,914.50	(\$396.40)	\$249.93	\$1,689.80	\$277,589.68
Nov-21	\$0.00	(\$1,621.63)	(\$1,621.63)	\$26.00	\$0.00	\$1,085.50	\$2,173.62	\$249.93	\$1,689.80	\$3,603.22
Dec-21	\$173,253.76	(\$874.01)	\$172,379.75	\$93,712.75	\$0.00	\$40.00	\$979.05	\$236.99	\$1,653.00	\$269,001.54
Jan-22	\$0.00	(\$175.35)	(\$175.35)	(\$161.00)	\$0.00	\$0.00	\$3,260,181.38	\$226.03	\$1,671.80	\$3,261,742.86
Feb-22	\$0.00	(\$334.47)	(\$334.47)	\$0.00	\$2,837.86	\$45.32	\$2,166.66	\$258.87	\$1,704.60	\$6,678.84
Mar-22	\$0.00	(\$700.66)	(\$700.66)	\$0.00	\$2,333.00	\$2,485.00	\$2,659.83	\$262.66	\$1,727.80	\$8,767.63
Apr-22	\$173,256.76	(\$663.88)	\$172,592.88	\$94,641.75	\$4,086.73	\$1,000.00	(\$117.59)	\$247.18	\$1,689.68	\$274,140.63
May-22	\$0.00	(\$1,098.17)	(\$1,098.17)	\$0.00	\$22.30	\$0.00	\$5,673.59	\$238.78	\$1,704.98	\$6,541.48
Jun-22	\$0.00	(\$1,625.40)	(\$1,625.40)	\$95.00	\$0.00	\$500.00	\$13,446.84	\$179.08	\$1,703.98	\$14,299.50
	\$693,018.68	(\$15,099.83)	\$677,918.85	\$496,149.00	\$9,279.89	\$14,070.32	\$3,458,563.00	\$2,899.14	\$20,294.44	\$4,679,174.64

FY-2021 Month	Wk. Comp Premium	Vendor Reimb.	Net Premium	LAP Insurance	Unemp. Comp.	Deductible Coverage	Healthcare	Long-term Disability	Life Insurance	Total
Jul-20	\$168,207.98	(\$711.57)	\$167,496.41	\$179,213.61	\$0.00	\$0.00	\$243,800.25	\$249.87	\$3,365.44	\$594,125.58
Aug-20	\$0.00	(\$1,716.54)	(\$1,716.54)	\$0.00	\$13,799.00	\$0.00	\$1,056.25	\$249.87	\$0.00	\$13,388.58
Sep-20	\$168,207.34	(\$1,551.00)	\$166,656.34	\$89,101.84	\$0.00	\$0.00	\$4,993.17	\$249.87	\$3,372.64	\$264,373.86
Oct-20	\$0.00	(\$1,953.66)	(\$1,953.66)	\$2,542.00	\$1,314.00	\$0.00	\$4,143.98	\$786.58	\$1,703.12	\$8,536.02
Nov-20	\$0.00	(\$1,107.97)	(\$1,107.97)	\$0.00	\$0.00	\$0.00	\$1,614.75	(\$286.84)	\$0.00	\$219.94
Dec-20	\$168,207.34	(\$1,023.54)	\$167,183.80	\$89,101.84	\$0.00	\$0.00	\$28,655.22	\$249.87	\$1,771.32	\$286,962.05
Jan-21	\$0.00	(\$94.19)	(\$94.19)	\$655.00	\$2,037.92	\$0.00	\$2,529.66	\$249.87	\$3,427.44	\$8,805.70
Feb-21	\$0.00	(\$371.92)	(\$371.92)	\$572.00	\$6,510.45	\$0.00	\$2,883,320.96	\$249.87	\$1,676.52	\$2,891,957.88
Mar-21	\$0.00	(\$648.22)	(\$648.22)	\$89,101.84	\$5,309.82	\$0.00	\$1,883.96	\$249.87	\$1,709.32	\$97,606.59
Apr-21	\$168,207.34	(\$941.15)	\$167,266.19	\$1,135.22	\$920.50	\$0.00	\$1,595.84	\$212.07	\$1,709.32	\$172,839.14
May-21	\$0.00	(\$1,999.03)	(\$1,999.03)	\$3,641.00	\$1,705.88	\$2,000.00	\$5,420.05	\$229.21	\$1,709.32	\$12,706.43
Jun-21	\$0.00	(\$3,181.57)	(\$3,181.57)	(\$48,313.50)	\$2,667.82	\$2,000.00	\$219,155.91	\$220.64	\$0.00	\$172,549.30
	\$672,830.00	(\$15,300.36)	\$657,529.64	\$406,750.85	\$34,265.39	\$4,000.00	\$3,398,170.00	\$2,910.75	\$20,444.44	\$4,524,071.07

TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

10108 LEGAL DEPARTMENT

DEPT/AGENCY:

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 BD OF SELECTMEN APPROVED (1/31/24)	BOS Approved \$ Increase	BOS Approved % Increase
SERVICES									
52030	PROFESSIONAL SERVICES	324,655	260,000		104,991	260,000	260,000	0	0.00%
52540	PROBATE COURT	32,480	34,900		36,779	34,900	34,900	0	0.00%
52560	MISC. CLAIMS	2,500	100	75,000	75,000	100	100	0	0.00%
	SUBTOTAL	359,635	295,000	75,000	216,770	295,000	295,000	0	0.00%
DEPARTMENT TOTAL		359,635	295,000	75,000	216,770	295,000	295,000	0	0.00%

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: LEGAL (10108)**



BUDGET FUNCTION

The Town retains legal counsel to provide legal representation to our boards, commissions, and town departments. The Town Attorney represents the town in a variety of circumstances.

The below list is a sampling of the type of cases that may require legal counsel.

- Planning and Zoning Appeals
- Delinquent Tax Account Collections
- Assessment Appeals
- Claims and Lawsuits
- Town Contracts

**Note that legal counsel fees for personnel issues and negotiated union contracts are budgeted under the Human Resources Department.*

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: LEGAL (10108)

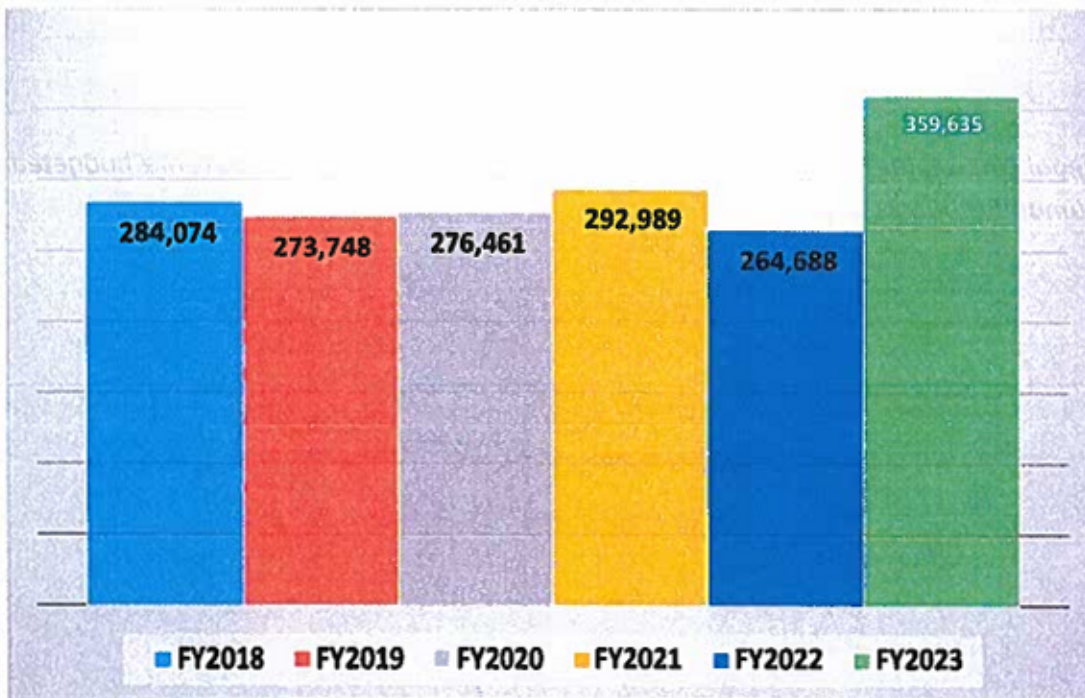


BUDGET SUMMARY

The FY25 Legal Budget Request remains flat over FY24.

The Connecticut Uniform Relocation Assistance Act requires municipalities to provide assistance to residences who are displaced due to code enforcements. The pandemic saw an increase in the need for relocation benefits and the need continues to reils. (Sec. 8-266) Please note that the town's legal counsel does seek reimbursement for all expenditures.

EXPENDITURE HISTORY



**TOWN OF WATERFORD
LEGAL DEPARTMENT
2024-2025 PROPOSED BUDGET**

	2024 PROPOSED	2024 ACTUAL TO DATE (1/1/24)	2023 ACTUAL	2022 ACTUAL	2021 ACTUAL	2020 ACTUAL	2019 ACTUAL	5 YEAR AVERAGE (2017-2023)
52030 - PROFESSIONAL FEES								
LEGAL FEES	\$ 260,000	\$ 40,071	\$ 324,655	\$ 233,161	\$ 292,989	\$ 276,461	\$ 273,748	\$ 280,202.70
Professional fees covers the cost of the Town Attorney. The Town Attorney handles planning and zoning appeals, collection of delinquent tax accounts, assessment appeals, and provides general legal counsel. Based on the 5 year average and anticipated tax appeals due to the revaluation, the proposed budget for 2022-2023 includes level funding.								
52540 - PROBATE COURT								
PROBATE COURT	\$ 34,900	\$ 34,480	\$ 32,480	\$ 31,519	\$ 26,396	\$ 30,895	\$ 28,644	\$ 29,986.77
Waterford's share of the Probate Office's cost. Waterford shares a probate office with the City of New London and the cost is allocated based on the municipalities grand list. Allocation based on the municipalities grand lists was based on state statute 45-12, which has since been updated. In 1991, 45-12 was transferred to a 45a-8 and effective May 10, 2010, the statute was updated to allow Towns to allocate expenses by agreement. In the absence of an agreement, the grand lists are used to allocate expenses. The cost allocated to Waterford is 71.118%. Based on the 2021-2022 actual expense and 5-year average, the proposed budget for 2022-2023 includes a decrease of \$3,000.								
52560 - MISCELLANEOUS CLAIMS								
MISCELLANEOUS CLAIMS	\$ 100	\$ -	\$ 25,000.00	\$ 8	\$ 2,750	\$ -	\$ -	\$ 5,551.60
Account is used to account for miscellaneous claims and judgments as well non-reimbursable expenses associated with evictions. The ongoing pandemic has increased the number of evictions and relocation expenditures of Waterford residents. The 2022-2023 includes a level budget request.								



Department of Finance
13 Masonic Street
New London, CT 06320



Phone (860) 447-5218
Fax (860) 447-5297

CITY OF NEW LONDON

August 16, 2022

Kimberly Allen
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Inv# 08162822 \$ 32,480.16
CITY OF NEW LONDON
08/16/2022 # Pages 3 FP3 D0C78S854
PO# 238251

Dear Ms. Allen,

Enclosed is the invoice for Waterford's portion of the Probate Court's expenses for the fiscal year ended June 30, 202022.

If you would like further clarification, please feel free to call me.

Very truly yours,

David McBride
Director of Finance

Enclosure

REC'D FINANCE
AUG 19 '22 AM8:30

PROBATE EXPENDITURES FOR FY 2022

Maintenance & Repair	\$	-	
Microfilming Services	\$	9,408.87	
Communication Services	\$	5,906.30	
Supplies	\$	12,167.82	
State of Connecticut	\$	1,082.48	
Equipment	\$	<u>2,652.79</u>	
Total Probate Expenditures for FY 2022	\$	31,218.26	
N.L. Grand List @ 10/21	1,595,439,971		32.020%
Wtfd Grand List @ 10/21	3,387,173,186		67.980%
Space allocated to Probate: 1380.07 s.f. @ \$12/sq.ft		\$	16,560.84

Total Probate Expenses	31,218.26
Rental fee:	<u>16,560.84</u>
	47,779.10

Waterford Percentage	<u>67.980%</u>
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Total Due City of New London for FY 2022	<u>\$ 32,480.16</u>
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APPROVED

 The above is true and accurate to the best of my knowledge..

David McBride, Director of Finance
 City of New London

SIGN

DATE

TOWN OF WATERFORD
SUMMARY OF LEGAL FEES BY DEPARTMENT
2022-2023 FISCAL YEAR

Department	July	August	September	October	November	December	January	February	March	April	May	June	Total
BOS	\$1,496.00	\$1,632.00	\$2,142.00	\$1,088.00	\$2,453.50	\$1,445.00	\$955.00	\$578.00	\$888.00	\$2,278.00	\$1,212.00	\$1,139.00	\$17,306.50
Selectman	\$2,074.00	\$1,839.00	\$1,812.00	\$3,442.50	\$11,783.00	\$15,009.50	\$15,832.00	\$24,648.00	\$14,613.00	\$6,910.00	\$8,123.50	\$18,650.00	\$124,736.50
Finance	\$1,411.00	\$2,521.00	\$1,105.00	\$728.50	\$272.00	\$1,190.00	\$714.00		\$1,253.00	\$4,035.50	\$425.00	\$1,037.00	\$14,692.00
Board of Finance		\$68.00							\$63.00	\$832.50			\$68.00
Bldg Code/Bldg Dept.							\$1,704.00	\$42.00					\$2,641.50
Health & Conservation							\$882.00				\$2,211.50	\$2,312.00	\$0.00
Fire Services		\$204.00	\$867.00	\$1,014.00	\$340.00		\$3,528.00	\$1,749.00	\$1,891.00	\$2,358.00	\$2,889.00	\$3,661.00	\$7,830.50
Planning & Zoning	\$731.00	\$3,228.00	\$2,712.50	\$3,036.50	\$6,517.00	\$2,999.50	\$1,244.00	\$309.00	\$102.00	\$306.00	\$127.00	\$306.00	\$35,300.50
Police & Emergency Mgmt	\$335.00	\$3,911.00	\$1,224.50	\$306.00	\$303.50		\$499.50		\$844.00	\$948.50	\$3,050.50	\$406.00	\$8,474.00
Public Works	\$170.00	\$136.00	\$333.00		\$425.50	\$136.50		\$170.00	\$442.00	\$170.00	\$68.00	\$221.00	\$6,949.50
R & P			\$68.00						\$816.00	\$714.00			\$1,139.00
RTM	\$748.00	\$1,904.00	\$1,504.00	\$2,397.00	\$1,513.00	\$1,394.00	\$1,330.00	\$1,105.00			\$2,863.00	\$1,105.00	\$17,393.00
Animal Control - Kennel Fees													\$0.00
Assessor	\$1,466.50	\$583.00	\$1,265.50	\$949.50	\$2,499.00	\$3,294.50	\$4,403.00	\$1,802.00	\$3,552.00	\$2,306.00	\$1,371.00	\$4,921.00	\$28,413.00
Tax Collector	\$3,473.50	\$4,671.50	\$4,579.00	\$8,462.50	\$5,094.00	\$3,613.50	\$4,515.50	\$4,233.00	\$8,476.00	\$5,381.00	\$8,357.00	\$314.50	\$61,171.00
Tax Collector Legal Fee Reimb	(\$217.89)	(\$312.39)	(\$506.39)	(\$611.06)	(\$1,541.53)	(\$9,753.13)	(\$278.39)	(\$52.50)	(\$278.94)	(\$12,203.16)	(\$7,038.97)	(\$4,225.43)	(\$37,019.78)
Tax Appeal													\$0.00
Town Clerk	\$170.00					\$459.00	\$493.00				\$425.00	\$340.00	\$1,887.00
WELSCO													\$0.00
Economic Development		\$102.00									\$272.00		\$374.00
Utility Commission	\$3,641.00	\$1,003.00	\$646.00	\$1,232.00	\$561.00	\$273.50	\$474.00	\$294.00	\$905.50	\$161.00	\$518.00	\$340.00	\$10,049.00
Sr. & Youth Center		\$272.00	\$1,147.00	\$255.00	\$787.50	\$1,122.00	\$833.00	\$306.00	\$238.00	\$238.00	\$1,042.50	\$170.00	\$6,411.00
Ethics Commission	\$204.00								\$68.00	\$1,004.50	\$374.00		\$204.00
Harbor Management	\$289.00	\$595.00	\$119.00			\$306.00							\$2,755.50
Registrars													\$0.00
Shellfish Commission	\$51.00												\$51.00
Conservation Commission			\$1,757.00	\$1,685.50	\$240.50	\$166.50	\$1,411.00	\$2,574.00	\$999.00		\$1,609.50	\$1,021.00	\$11,464.00
Zoning Bd of Appeals													\$0.00
General Assistance (town historian)			\$51.00									\$272.00	\$323.00
Total	\$16,042.11	\$22,357.11	\$20,826.11	\$23,985.94	\$31,247.97	\$21,656.37	\$38,539.61	\$37,757.50	\$34,871.56	\$15,439.84	\$27,899.53	\$31,990.07	\$322,613.72

TOWN OF WATERFORD
SUMMARY OF LEGAL FEES BY DEPARTMENT
2021-2022 FISCAL YEAR

Department	July	August	September	October	November	December	January	February	March	April	May	June	Total
BOS	\$3,111.00	\$3,111.00	\$3,791.00	\$1,445.00	\$5,540.65	\$3,213.00	\$1,785.00	\$2,856.00	\$4,777.00	\$2,777.50	\$1,049.00	\$1,037.00	\$34,493.15
Selectman	\$1,159.64	\$242.84	\$1,471.69	\$663.08	\$345.50	\$141.48	\$6,613.77	\$1,088.00	\$289.00	\$1,158.00	\$868.50	\$2,723.00	\$16,764.50
Finance	\$595.00	\$102.00	\$391.00	\$800.50	\$578.00	\$704.00	\$663.00	\$748.00	\$51.00	\$765.00	\$238.00	\$1,258.00	\$6,893.50
Board of Finance								\$204.00					\$204.00
Bldg Code/Bldg Dept.							\$85.00		\$703.50	\$220.50			\$1,009.00
Fire Services	\$527.00	\$510.00		\$476.00	\$1,683.00	\$275.00	\$286.50	\$1,853.00	\$405.50	\$1,833.00	\$377.00	\$1,304.00	\$9,530.00
Planning & Zoning	\$4,344.50	\$4,631.50	\$4,019.00	\$7,482.00	\$2,987.00	\$5,200.00	\$3,485.50	\$2,011.00	\$6,358.00	\$7,367.50	\$2,174.50	\$3,417.00	\$53,477.50
Police & Emergency Mgmt	\$238.00	\$324.50	\$752.00	\$1,428.00	\$374.00	\$1,258.00	\$799.00	\$1,938.00	\$1,054.00	\$522.00	\$567.00	\$68.00	\$9,322.50
Public Works	\$1,539.50	\$323.00	\$323.00	\$612.00	\$1,241.00	\$799.00	\$85.00	\$68.00	\$1,071.50	\$425.00	\$85.00	\$1,088.00	\$7,660.00
R & P				\$85.00				\$102.00	\$476.00	\$136.00	\$391.00		\$1,190.00
RTM	\$681.50	\$1,496.00	\$544.00	\$774.50	\$1,751.00	\$1,275.00	\$986.00	\$1,938.00	\$544.00	\$2,108.00	\$2,397.00	\$4,862.00	\$19,357.00
Assessor	\$2,757.50	\$3,171.50	\$2,524.50	\$1,150.50	\$481.50	\$878.50	\$2,016.50	\$668.00	\$1,299.00	\$1,522.50	\$126.00	\$931.50	\$17,527.50
Tax Collector	\$917.50	\$2,627.50	\$8,253.00	\$1,310.50	\$4,823.00	\$8,554.50	\$2,015.50	\$4,136.00	\$7,010.50	\$1,028.00	\$1,519.50	\$3,254.50	\$45,450.00
Tax Collector Legal Fee Reimb	(\$2,172.00)	(\$2,384.64)	(\$83.00)	(\$1,265.59)	(\$1,446.19)	(\$52.50)	(\$6,861.82)	(\$1,293.66)			(\$193.36)	(\$301.36)	(\$16,054.12)
Tax Appeal						\$176.50	\$675.50			\$304.50			\$1,156.50
Town Clerk					\$85.00		\$561.00	\$153.00					\$799.00
WELSCO													\$0.00
Economic Development	\$255.00							\$136.00			\$204.00		\$595.00
Utility Commission	\$2,491.50	\$6,173.50	\$3,628.00	\$8,623.00	\$1,461.00	\$986.00	\$493.00	\$1,003.00	\$765.00	\$820.50	\$777.00	\$3,503.50	\$30,725.00
Utility Commission Legal Fee Reimb													\$0.00
Sr. & Youth Center	\$408.00						\$204.00	\$272.00	\$136.00	\$544.00	\$544.00		\$2,108.00
Ethics Commission	\$272.00	\$374.00	\$374.00	\$85.00	\$595.00		\$301.00	\$68.00				\$85.00	\$2,154.00
Harbor Management	\$1,105.00	\$340.00	\$136.00										\$1,581.00
Registrars													\$0.00
Shellfish Commission	\$204.00	\$136.00	\$102.00				\$84.00	\$297.00	\$21.00				\$844.00
Conservation Commission								\$85.00		\$170.00			\$255.00
Zoning Bd of Appeals			\$697.00			\$867.00		\$306.00	\$2,162.50	\$306.00	\$2,259.00	\$153.00	\$6,750.50
General Assistance (town historian)								\$51.00					\$51.00
Expenses/Consts		\$460.32									\$10,146.15		\$10,606.47
Total	\$18,434.64	\$21,178.70	\$26,923.19	\$23,669.49	\$20,499.46	\$24,513.48	\$14,277.45	\$18,687.34	\$27,123.50	\$22,008.00	\$23,529.29	\$23,383.14	\$264,688.00

TOWN OF WATERFORD
SUMMARY OF LEGAL FEES BY DEPARTMENT
2020 -2021 FISCAL YEAR

Department	July	August	September	October	November	December	January	February	March	April	May	June	Total
BOE & SBC	\$123.00	\$306.00	\$136.00			\$68.00							\$633.00
BOS	\$3,578.00	\$1,173.00	\$2,497.00	\$2,020.50	\$1,258.00	\$2,224.50	\$1,598.00	\$2,329.00	\$3,876.00	\$1,887.00	\$3,400.00	\$2,873.00	\$28,714.00
Selectman	\$2,461.00	\$3,468.91	\$7,632.17	\$1,115.59	\$430.41	\$1,437.13	\$1,912.18	\$2,264.97	\$103.09	\$495.32	\$1,285.59	\$2,394.03	\$25,000.39
Finance	\$391.00		\$748.00	\$255.00	\$526.00	\$442.00	\$374.00	\$1,190.00	\$918.00	\$102.00	\$612.00	\$714.00	\$6,272.00
Board of Finance	\$170.00	\$68.00				\$68.00			\$85.00				\$391.00
Bldg Code/Bldg Dept.	\$157.50	\$881.50	\$21.00			\$68.00	\$816.00	\$221.00	\$68.00	\$272.00		\$289.00	\$4,527.00
Fire Services	\$940.00	\$1,607.00		\$246.00		\$3,807.00	\$2,371.50	\$4,214.00	\$3,534.50	\$3,572.00	\$2,920.50	\$2,876.00	\$47,160.00
Planning & Zoning	\$3,884.00	\$3,864.00	\$5,986.50	\$6,258.00	\$3,872.00								
Police & Emergency													
Mgmt	\$1,717.00	\$698.50	\$1,955.50	\$1,861.00	\$391.00	\$2,497.00	\$1,304.00	\$1,360.00	\$1,670.50	\$289.00	\$1,737.00	\$323.00	\$15,803.50
Public Works	\$1,785.00	\$1,887.00	\$345.50	\$1,168.00	\$1,240.00	\$816.00	\$1,079.00	\$276.00	\$782.00	\$1,496.00	\$884.00	\$1,054.00	\$12,812.50
R & P	\$170.00	\$85.00	\$102.00	\$221.00			\$476.00	\$408.00	\$612.00			\$102.00	\$2,176.00
RTM	\$1,717.00	\$1,989.00	\$680.00	\$867.00	\$323.00	\$697.00	\$918.00	\$2,431.00	\$2,306.00	\$1,700.00	\$1,411.00	\$510.00	\$15,549.00
Assessor	\$1,711.50	\$789.00	\$1,201.50	\$1,399.00	\$3,629.00	\$2,613.00	\$2,059.00	\$1,363.50	\$824.50	\$1,979.50	\$2,899.50	\$4,682.00	\$25,151.00
Tax Collector	\$3,134.00	\$7,633.50	\$5,112.50	\$4,325.50	\$5,267.50	\$3,141.50	\$3,169.00	\$2,878.50	\$6,108.00	\$6,752.00	\$7,098.50	\$2,056.50	\$56,677.00
Tax Collector Legal Fee Reimb	(\$2,578.90)	(\$1,424.02)	(\$355.30)	(\$3,017.10)	(\$6,342.37)	(\$2,442.08)	(\$4,402.78)	(\$3,028.04)	(\$2,512.65)	(\$2,591.80)	(\$1,413.98)	(\$1,852.30)	(\$31,961.32)
Tax Appeal													\$0.00
Town Clerk		\$102.00	\$323.00	\$136.00	\$340.00	\$68.00	\$102.00	\$85.00	\$102.00	\$85.00	\$68.00		\$1,411.00
WELSCO		\$738.00		\$272.00									\$1,010.00
Utility Commission	\$3,126.50	\$4,990.50	\$4,486.50	\$4,580.50	\$6,498.00	\$5,231.00	\$4,299.00	\$6,698.00	\$4,951.00	\$3,521.00	\$3,425.50	\$4,113.50	\$55,921.00
Sr. & Youth Center	\$255.00		\$187.00		\$68.00			\$136.00	\$136.00	\$136.00	\$204.00	\$323.00	\$1,445.00
Ethics Commission	\$752.00	\$52.50			\$238.00	\$323.00	\$697.00				\$1,564.00	\$510.00	\$4,136.50
Shellfish Commission	\$459.00							\$136.00		\$527.00	\$136.00	\$238.00	\$1,496.00
Conservation Commission		\$204.00	\$510.00	\$136.00	\$391.00	\$238.00	\$111.00	\$139.00	\$361.00	\$296.00	\$888.00	\$185.00	\$3,459.00
Zoning Bd of Appeals			\$1,445.00	\$663.00	\$527.00		\$68.00		\$425.00	\$272.00	\$170.00	\$306.00	\$3,876.00
General Assistance				\$102.00									\$102.00
Labor			\$2,157.00	\$1,804.00	\$1,459.50		\$3,357.50		\$945.00	\$240.00			\$9,963.00
Total	\$23,952.60	\$29,113.39	\$33,013.87	\$24,412.99	\$18,656.54	\$21,297.05	\$16,950.90	\$23,101.93	\$24,349.94	\$21,234.02	\$27,289.61	\$21,696.73	\$292,988.57

TOWN OF WATERFORD
SUMMARY OF LEGAL FEES BY DEPARTMENT
2019 -2020 FISCAL YEAR

Department	July	August	September	October	November	December	January	February	March	April	May	June	Total
BOE & SBC				\$765.00	\$527.00		\$4,403.00					\$432.00	\$6,127.00
BOS	\$1,357.50	\$613.00	\$1,193.50	\$985.50	\$5,013.00		\$3,132.00	\$1,947.50	\$1,674.00	\$1,374.00	\$4,601.00	\$8,891.00	\$30,782.00
Finance	\$766.50	\$1,899.30	\$1,168.30	\$799.00	\$0.00		\$952.00	\$952.00	\$510.00	\$187.00	\$816.00	\$646.00	\$8,696.10
Board of Finance		\$408.00	\$102.00				\$459.00	\$340.00	\$629.00		\$34.00	\$340.00	\$2,312.00
Bldg Code/Bldg Dept.	\$0.00	\$2,862.50	\$403.50	\$610.50				\$21.00		\$272.00			\$4,169.50
Fire Services	\$2,261.00	\$4,942.30	\$2,074.00	\$1,832.50	\$1,446.50		\$1,751.00	\$2,277.00	\$1,683.00	\$1,037.00	\$1,048.00	\$1,020.00	\$21,372.30
Planning & Zoning	\$1,335.50	\$3,396.00	\$4,425.82	\$3,280.55	\$912.50		\$2,425.50	\$2,204.50	\$2,257.00	\$2,085.00	\$4,278.00	\$5,109.50	\$31,709.87
Police & Emergency													
Mgmt	\$1,921.00	\$680.00	\$1,343.00	\$2,992.00	\$902.50		\$708.00	\$310.50	\$13,332.50	\$16,859.00	\$8,989.50	\$6,558.50	\$54,596.50
Public Works	\$2,176.00	\$748.00	\$482.38	\$1,003.00	\$2,212.50		\$884.00	\$2,057.00	\$2,465.00	\$1,445.00	\$782.00	\$1,973.50	\$16,228.38
R & P	\$323.00	\$714.00	\$102.00	\$119.00	\$0.00		\$136.00			\$221.00		\$1,649.00	\$3,264.00
RTM	\$85.00	\$918.00	\$1,564.00	\$1,411.00	\$701.50		\$625.50	\$1,547.00	\$314.00	\$3,025.00	\$4,012.00	\$688.00	\$14,891.00
Animal Control - Kennel													
Fees			(\$130.00)										(\$130.00)
Assessor	\$6,008.00	\$5,616.30	\$5,130.50	\$2,229.50	\$2,865.50		\$4,756.80	\$3,359.50	\$2,910.50	\$1,405.50	\$2,549.50	\$2,105.00	\$38,936.60
Tax Collector	\$3,785.50	\$7,970.60	\$2,208.00	\$4,349.30	\$0.00		\$3,228.50	\$8,132.00	\$1,500.50	\$546.00	\$1,445.50	\$2,340.00	\$35,505.90
Tax Collector Legal Fee													
Reimb	(\$2,320.00)	(\$4,963.38)	(\$2,673.78)	(\$6,261.71)	(\$9,150.50)	(\$1,787.30)	(\$450.80)	(\$3,355.20)	(\$1,881.30)	(\$1,132.00)	(\$745.50)	(\$726.52)	(\$35,447.99)
Tax Appeal	\$622.50	\$887.50		\$5,991.50	\$11,044.80								\$18,546.30
Town Clerk	\$153.00		\$834.50	\$170.00	\$221.00			\$238.00			\$68.00		\$1,684.50
WELSCO	\$986.00	\$102.00	\$51.00	\$221.00	\$102.00								\$1,462.00
Economic Development													\$0.00
Utility Commission	\$782.00	\$2,577.50	\$442.00	\$833.00	\$2,630.30		\$3,870.50	\$2,924.00		\$5,006.00	\$3,536.00	\$7,282.00	\$29,883.30
Utility Commission Legal													
Fee Reimb	(\$1,009.66)	(\$2,076.65)	(\$2,205.19)	(\$514.18)	(\$4,578.12)	(\$1,538.50)	(\$210.50)	(\$3,212.18)	(\$389.30)	(\$1,369.03)	(\$1,457.80)	(\$2,064.80)	(\$20,625.91)
Sr. & Youth Center			\$102.00				\$85.00					\$204.00	\$391.00
Registrars								\$68.00					\$68.00
Ethics							\$225.00			\$1,088.00			\$1,313.00
Shellfish Commission							\$1,037.00	\$595.00				\$102.00	\$1,734.00
Conservation													
Commission							\$1,094.00	\$425.50	\$740.00				\$2,259.50
Legal										\$5,865.50			\$5,865.50
Zoning Bd of Appeals		\$51.00	\$731.00	\$85.00									\$867.00
Total	\$19,232.84	\$24,075.47	\$20,113.53	\$20,796.46	\$15,460.98	(\$3,325.80)	\$29,111.50	\$20,831.12	\$25,744.90	\$37,914.97	\$29,956.20	\$36,549.18	\$276,461.35

TOWN OF WATERFORD
SUMMARY OF LEGAL FEES BY DEPARTMENT
2018 -2019 FISCAL YEAR

Department	July	August	September	October	November	December	January	February	March	April	May	June	Total
BOE & SBC					102.00								102.00
BOS	715.50	1,718.50	1,122.00	1,208.50	1,966.00	646.00	562.50	488.00	1,105.00	1,411.00	4,166.00	4,370.00	19,479.00
Selectmen	1,834.00	765.00	731.00	1,342.00	567.00	387.50	263.00	129.00	236.00	187.00	544.00	799.00	7,784.50
Finance	238.00	238.00	867.00	527.00	204.00	221.00	357.00		153.00	425.00		374.00	3,604.00
Board of Finance											68.00	51.00	119.00
Bldg Code/Bldg Dept.	55.50	309.00	852.00	1,793.50	84.00	1,018.00	850.00	1,258.00			951.00		7,171.00
Conservation Abatement Order	74.00	148.00	969.00					425.50	703.00	753.75	647.50	277.50	3,998.25
Fire Services	1,633.50	1,003.00	238.00	204.00	408.00	1,938.00	3,315.50	1,822.00	1,207.00	3,336.50	1,871.50	714.00	17,691.00
Planning & Zoning	2,149.00	3,396.00	1,804.00	3,245.50	987.00	1,018.42	3,500.01	1,733.87	3,774.40	4,535.00	867.00	4,187.00	31,197.20
Police & Emergency Mgmt	2,311.00	1,914.50	2,042.00	1,018.50	82.50	1,759.00	1,181.00	238.50	1,944.00	527.00	2,627.80	1,510.50	17,156.30
Public Works	4,027.00	1,310.50	884.00	1,548.50	572.57	2,676.00	1,105.00	5,849.00	1,309.00	510.00	2,312.00	2,847.63	24,951.20
R & P	204.00	136.00		102.00		170.00		561.00	102.00		68.00		1,343.00
RTM	1,740.00	1,360.00	556.00	1,688.50	1,564.00	1,006.00	935.00	510.00	1,258.00	595.00	561.00	102.00	11,875.50
Animal Control - Kennel Fees													0.00
Assessor	2,842.00	4,987.50	6,038.00	5,468.00	4,830.00	2,011.50	7,580.80	2,461.80	6,308.00	4,816.30	5,948.00	8,140.30	61,432.20
Tax Collector	6,794.00	23,646.28	5,453.50	5,213.73	7,592.00	8,406.16	9,006.79	8,401.84	11,800.16	4,340.50	8,016.06	8,976.50	107,647.52
Tax Collector Reimb	(1,842.20)	(3,374.71)	(7,957.62)	(3,215.74)	(1,085.00)	(3,470.31)	(5,162.85)	(6,050.96)	(3,930.44)	(9,778.67)	(18,325.58)	(4,686.39)	68,880.47
Town Clerk	102.00									85.00	102.00		289.00
Utility Commission	1,837.50	2,173.00	2,754.00	3,122.50	3,068.50	1,003.00	1,824.50	799.00	1,853.00	51.00	833.00	646.00	19,965.00
Sr. & Youth Center					476.00			221.00	726.30	341.50	154.50	510.00	2,429.30
Shellfish Commission			408.00	1,814.50	624.00	255.00						255.00	3,356.50
Zoning Board of Appeals	425.00	561.00	51.00										1,037.00
Total	25,139.80	40,291.57	16,811.88	25,080.99	22,042.57	19,045.27	25,318.25	18,847.55	28,548.42	12,135.88	11,411.78	29,074.04	273,748.00

TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

10147 INFORMATION TECHNOLOGY

DEPT/AGENCY:

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 BD OF SELECTMEN APPROVED (2/1/24)	BOS Approved \$ Increase	BOS Approved % Increase
PERSONNEL COSTS									
51110	ADMINISTRATION	117,533	113,700		56,416	119,460	119,460	5,760	5.07%
51210	CLERICAL/TECHNICAL	109,901	107,054		56,189	125,634	125,634	18,580	17.36%
51810	OVERTIME	224	5,000		75	2,500	2,500	(2,500)	-50.00%
51910	FRINGE BENEFITS	-	-		-	0	0		
51920	F.I.C.A	15,258	17,263		8,096	18,941	18,941	1,678	9.72%
	SUBTOTAL	242,916	243,017	-	120,776	266,535	266,535	23,518	9.68%
SERVICES									
52010	ADVERTISING	201	-		-	0	0		
52020	POSTAGE	-	-		-	0	0		
52030	PROFESSIONAL FEES	230	-		-	0	0		
52043	IT-SERVICE CONTRACT & REPAIRS	703,168	875,066		525,728	922,905	922,905	47,839	5.47%
52050	DUES, CONF. & EDUCATION	2,425	-		-	195	195	195	
52070	REIMBURSEABLE EXPENSE	12	500		-	500	500	-	0.00%
52080	TELEPHONE	1,165	1,815		616	1,815	1,815	-	0.00%
	SUBTOTAL	707,000	877,381	-	526,344	925,415	925,415	48,034	5.47%
MATERIALS & SUPPLIES									
53010	OFFICE SUPPLIES	-	-		0	0	0	1,815	#DIV/0!
	SUBTOTAL	-	-	0	0	0	0	1,815	#DIV/0!
EQUIPMENT									
54010	OFFICE FURNITURE	665	-		0				
54130	COMPUTER SYSTEM	98,118	44,783		35,129	39,473	39,473	(5,310)	-11.86%
	SUBTOTAL	98,783	44,783	0	35,129	39,473	39,473	(5,310)	-11.86%
	DEPARTMENT TOTAL	1,048,900	1,165,181	0	682,249	1,231,423	1,231,423	66,242	5.69%

TOWN OF WATERFORD

FY2025 BUDGET REQUEST

IT DEPARTMENT 10147



BUDGET FUNCTION

The Information Technology department is responsible for providing end user support, security access controls, and software/equipment maintenance for town and public safety IT systems. These functions include maintaining user access across multiple systems such as email, file shares, application access, web access, phone assignments, or voicemail access. We are responsible for analyzing and continually addressing cyber security concerns by restricting access to resources inbound and outbound to the organization, monitoring cybersecurity logs, maintaining multiple data backups, staying informed on current IT threats, and notifying end users of ongoing threats such as phishing scams.

The department has three positions, an IT Manager, an IT Support Engineer, and a PC Technician. We are responsible for some of the following equipment.

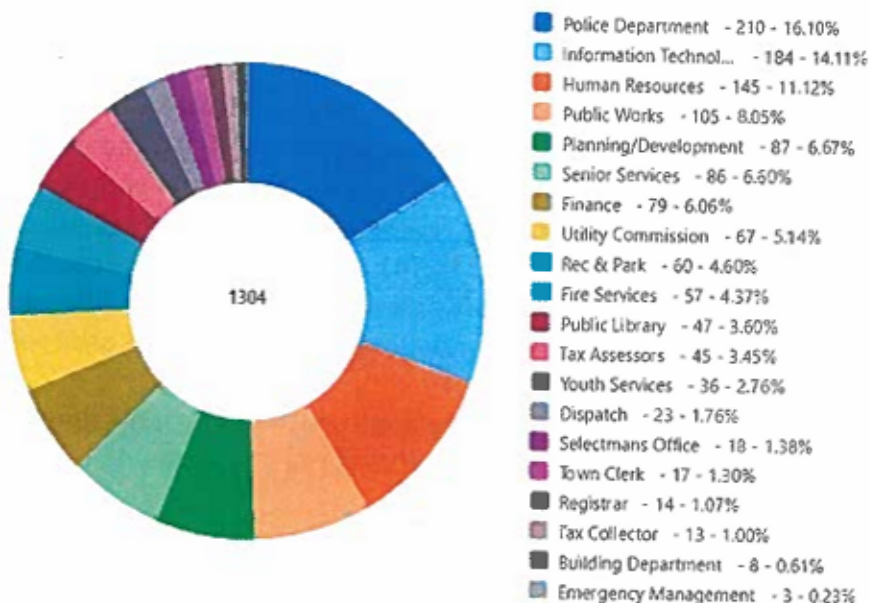
Approximately 180 Desktops, 60 Laptops, and 50 mobile devices such as iPads/iPhones

Approximately 40 Network Switches and 15 Routers

75 Virtual Servers, Approximately 20 physical servers, and 135 individual Databases

More than 175 Cisco IP desk or wall phones.

During FY23 we received 1304 support tickets into our help desk ticketing system. Not every request or issue generated a ticket.



**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
IT DEPARTMENT 10147**



BUDGET SUMMARY

The Town of Waterford Information Technology departments requested budget for fiscal year 2024-2025 is enclosed. The total budget request is increased by \$66,242 for an overall increase of 5.69% over last year. What is not represented by these numbers is the estimated return of \$88,000 to the general fund from charges to New London for their portion of the Harris Radio Maintenance Contract.

The departments goals for the upcoming fiscal year is to continue focusing on strengthening and maintaining the IT infrastructure and systems from constant cyber security threats, providing quick resolution to end user IT service requests, and working with departments to strengthen their use of current IT resources toward improving productivity.

PERSONNEL COSTS

- FY25 budget reflects an increase of \$23,518 over the FY24 budget due to approved salary increases and associated payroll taxes.

SERVICES

- Service Contracts & Repairs - includes an increase of \$47,839 or 5.47% over FY24.
 - Library - Nearly flat compared to FY24 with the slightest decrease
 - Tax Assessor – 2.14% increase equal to \$624
 - Tax Collector – decrease of 22.24% or \$2,710.31.
 - Planning and Zoning / Building Department – increase of 33.64% equal to \$10,194. This increase is due mostly due to a new software request for a Municipity integration and increases from a signed contract agreement for Tighe and Bond to host all of our GIS data from their facilities vs on premise. There is a slight decrease in the ESRI software renewals to correspond with this.
 - Finance – 19.09% increase equal to \$18,741 over FY24. This increase is mainly attributed to the new request for software to improve the flow, management, and communications for the procurement process using cloud based software from OpenGov.
 - Town Clerk – Transferring \$700 in software from the Town Clerk budget to the IT budget has no net increase to the town over FY24

TOWN OF WATERFORD

FY2025 BUDGET REQUEST

IT DEPARTMENT 10147



SERVICES CONTINUED

- Police – decrease of 19.52% or \$33,861. The biggest savings here is the change in the public safety software used from Central Square to NexGen. The FY25 cost for Central Square would have been approximately \$120,000 vs the \$33,164 for the NexGen product which over 95% of the Public safety departments in CT use. This savings is significantly more than any increases, such as the large increase associated with storing police body and in-car camera for the legally required amount of time by the State of CT.
- Emergency Management – decrease of 1.32% or \$3,277.
- Fire Services – decrease of 10.4% or \$4,520. This decrease is mainly from the renegotiation of the fire houses Breezeline internet services.
- Public Works – decrease of 5.67% or \$2,241.55.
- IT Department – increase of 26.13% equal to \$53,107. This increase is primarily because of a bulge that will happen every 3 years from the renewal of the Pure Storage service and support subscription. The 3 year renewal ensures, through an offering from Pure, that we will get new storage controller processor blades every 3 years always keeping our storage system current. Additional in FY25 is the improvements of our cyber security endpoint protection software for servers and workstations as what we are currently using expires early FY25.
- Recreation & Parks – increase of 51% equal to \$3,980. This increase is mainly due to a pricing correction for their RecDesk product which is billed on usage levels. Estimates we had received for FY24 budgets were off and had we received proper estimates from the vendor R&P would be nearly flat.
- Senior services - Nearly flat compared to FY24 with the slightest decrease
- First Selectman - Increase of 40% or \$7,166 over FY24. This is related to the web hosting fee from the CivicPlus website that in FY24 the amount budgeted was lower than the service cost due to an expected credit. The FY25 budget increase is not unexpected.
- Youth Services – Zero percent change from FY24.
- Dues, Conf, & Education – This will allow the IT staff to attend a conference in FY25 put on by the State of Connecticut.
- Reimbursable Expense – provides for mileage reimbursement for three IT staff to travel between town buildings when it is not possible to use town vehicles. We have been relying on using town vehicles whenever possible to keep this number low.
- Telephone – includes cellular phones for three it staff and remains flat.

EQUIPMENT

- Computer Equipment Hardware – includes a decrease of \$5,310 or 11.86%.

TOWN OF WATERFORD
PERSONNEL WORKSHEET - 47 INFORMATION TECHNOLOGY
2024-2025 FISCAL YEAR

LINE 51920

DATE OF HIRE	EMPLOYEE	HOURS WORKED/ WEEK	HOURLY RATE FY25	SALARY 2023/2024	SALARY 2024/2025	LONGEVITY FY25	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A.)
51110 - ADMINISTRATION								
10/4/2021	IT MANAGER		N/A	115,006.32	118,334.79	1,124.75	119,459.54	9,138.65
	TOTALS			115,006.32	118,334.79	1,124.75	119,459.54	9,138.65
51210 - CLERICAL/TECHNICAL								
10/4/2021	IT SUPPORT ENGINEER	40	\$ 35.2200	68,547.20	73,539.36	350.00	73,889.36	5,652.54
2/13/2023	PC TECHNICIAN	40	\$ 24.7821	48,131.20	51,744.96	0.00	51,744.96	3,958.49
	TOTALS			116,678.40	125,284.32	350.00	125,634.32	9,611.03
51810 - OVERTIME								
				5,000.00	2,500.00	0.00	2,500.00	191.25
51910 - FRINGE/FICA								
							0.00	0.00
TOTALS - INFORMATION TECHNOLOGY								
				236,684.72	246,119.11	1,474.75	247,593.86	18,940.93
BUDGET TOTAL W/F.I.C.A								
							266,534.79	



TOWN OF WATERFORD
ADVERTISING/POSTAGE - INFORMATION TECHNOLOGY DEPARTMENT
2024-2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (11/30/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52010	ADVERTISING	201	0	0	0	0	0.00%

ACCOUNT JUSTIFICATION

Bid Advertisements

5-year Expenditure History				
FY19	FY20	FY21	FY22	FY23
\$ -	\$ -	\$ -	\$ -	\$ 201.00

LINE ITEM	ACCOUNT NAME	2021-2022 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (11/30/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52020	POSTAGE	0	0	0	0	0	0.00%

5-year Expenditure History				
FY19	FY20	FY21	FY22	FY23
\$ -	\$ -	\$ -	\$ -	\$ -

TOWN OF WATERFORD
PROFESSIONAL FEES - INFORMATION TECHNOLOGY DEPARTMENT
2024-2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (11/30/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52030	PROFESSIONAL FEES	230	0	-	0	0	0.00%

5-year Expenditure History				
FY19	FY20	FY21	FY22	FY23
\$ -	\$ -	\$ -	\$ -	\$ 230.29

TOWN OF WATERFORD
SERVICE CONTRACTS & REPAIRS - INFORMATION TECHNOLOGY DEPARTMENT
2024-2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (11/30/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52043	SERVICE CONTRACTS & REPAIRS	703,168	875,066	505,627	922,905	47,839	5.47%

ACCOUNT JUSTIFICATION
Detailed Listing Attached

5-year Expenditure History			
FY19	FY20	FY21	FY23
\$ 232,204.70	\$ 718,914.19	\$ 748,459.31	\$ 717,281.48 703,167.78

TOWN OF WATERFORD
 DUES, CONFERENCE & EDUCATION - INFORMATION TECHNOLOGY DEPARTMENT
 2024-2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (11/30/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52050	DUES, CONF & EDUCATION	2,425	-	0	195	195	100.00%

ACCOUNT JUSTIFICATION

State of CT CEN Members Conference for 3 individuals. Registration is \$65 each

5-year Expenditure History				
FY19	FY20	FY21	FY22	FY23
\$ -	\$ -	\$ -	\$ -	\$ 2,425.00

TOWN OF WATERFORD
 REIMBURSABLE TOWN EXPENSES & TELEPHONE - INFORMATION TECHNOLOGY DEPARTMENT
 2024-2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (11/30/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52070	REIMB TOWN EXPENSES	12	500	0	500	0	0.00%

ACCOUNT JUSTIFICATION

Travel Reimbursement for Manager, Engineer and Technician for driving between town buildings using personal vehicles

5-year Expenditure History				
FY19	FY20	FY21	FY22	FY23
\$ -	\$ -	\$ -	\$ -	\$ 11.63

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (11/30/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
52080	TELEPHONE	1,165	1,815	616	1,815	0	0.00%

ACCOUNT JUSTIFICATION

Cellular telephones and service for three IT department staff.

5-year Expenditure History				
FY19	FY20	FY21	FY22	FY23
\$ -	\$ -	\$ -	\$ -	\$ 1,164.61

TOWN OF WATERFORD
OFFICE & COMPUTER SYSTEM EQUIPMENT - INFORMATION TECHNOLOGY DEPARTMENT
2024-2025 FISCAL YEAR

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (11/30/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
54010	OFFICE FURNITURE	645	-	0	-	-	0.00%

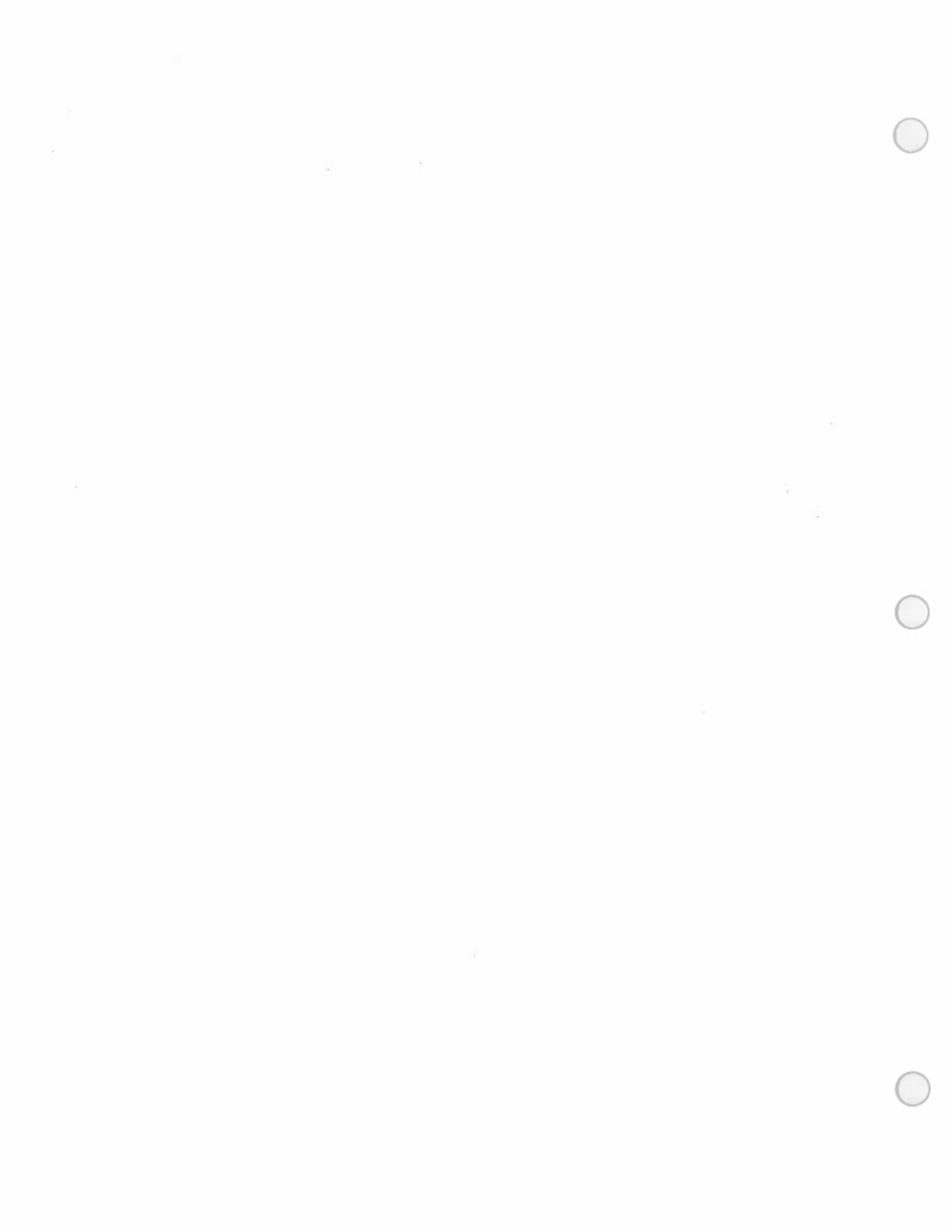
ACCOUNT JUSTIFICATION

5-year Expenditure History				
FY19	FY20	FY21	FY22	FY23
\$ -	\$ -	\$ -	\$ -	\$ 645.00

LINE ITEM	ACCOUNT NAME	2022-2023 ACTUAL	2023-2024 BUDGET	2023-2024 TO DATE (11/30/23)	2024-2025 PROPOSED BUDGET	\$ INCREASE	% INCREASE
54130	COMPUTER SYSTEM EQUIPMENT	98,118	44,783	16,395	39,473	(5,310)	-11.86%

ACCOUNT JUSTIFICATION
Detailed Listing Attached

5-year Expenditure History				
FY19	FY20	FY21	FY22	FY23
\$ 17,702.81	\$ 34,459.99	\$ 97,193.02	\$ 23,950.76	\$ 98,118.44



TOWN OF WATERFORD
COMPUTER EQUIPMENT & SOFTWARE - IT - 10147-54130
2024-2025 FISCAL YEAR

EQUIPMENT	2020-2021 ADOPTED	2021-2022 ADOPTED	2022-2023 ADOPTED	2023-2024 ADOPTED	2024-2025 PROPOSED	NOTES
LABEL PRINTER(S)/SUPPLIES					840	3 DYMO LABEL PRINTERS FOR THE TAX ASSESSORS OFFICE
LIBRARY CHECKOUT EQUIPMENT					737	SELF CHECK EQUIPMENT, TOUCH SCREEN, RECEIPT PRINTER, SCANNER
CISCO IP PHONES					2,890	10 CISCO PHONES
						ENVIRONMENTAL MONITOR EQUIPMENT/SENSORS (AVTECH ROOM ALERT) FOR 4 CRITICAL DATA ROOMS.
					5,557	ASSORTED PATCH CABLES. RACK MOUNT METERED PDU(S) FOR CRITICAL DATA ROOMS
DATA ROOM/CLOSET EQUIPMENT						
RFID CARDS			500		789	RFID CARDS PRINTABLE AND CLAMSHELL
SOFTWARE/MISCELLANEOUS EQUIP	21,000	24,000	24,000	24,000	24,000	MID YEAR PURCHASES/BROKEN ITEMS
ID CARD PRINTER/SUPPLIES				2,983	100	RIBBON CONSUMABLE FOR THE ID PRINTER (150 DUAL SIDED PRINTS)
CISCO SWITCH REPLACEMENT			3,968	3,860	4,560	REPLACE THREE SMALL NETWORK SWITCHES PROVIDING CONNECTIVITY TO THE ADULT, CHILDRENS, AND OPAC MACHINES FOR THE PUBLIC USE.
LAPTOPS COMPUTERS			7,998	1,640	0	
TABLETS (IPADS)				2,400	0	
EATON UPS BATTERY REPLACEMENT				9,900	0	
DESKTOPS COMPUTERS			6,340	0	0	
COMPUTERS			7,282	0	0	
SAS TAPE DRIVE AUTOLOADER FOR PD (DUAL DRIVE)			29,298	0	0	
KVM equipment for PD/EOC/MUNI			5,472	0	0	
CISCO SWITCH PD MULTIGIGABYTE STACKING			10,722	0	0	
CISCO 10GB UPGRADE CONNECTIVITY			4,329	0	0	
PRINTER REPAIR OR REPLACEMENT	1,000		0	0	0	
SERVERS AND SERVER SUPPORT	18,000	21,000	0	0	0	
WINDOWS LICENSING UPGRADE FOR SERVERS	1,860	1,860	0	0	0	
PRINTERS (6)		2,000	0	0	0	
TAPE DRIVES	2,000	2000	0	0	0	
PHONE ROUTER AT THE COMMUNITY CENTER		4900	0	0	0	
	43,860	55,760	99,909	44,783	39,473	



TOWN OF WATERFORD
SOFTWARE LIST
PROJECT SOFTWARE FY15

5.0% percent escalation included for four more fiscal years

DEPT	PROJECT NAME	BUDGET FISCAL YEAR 2015-2016	BUDGET FISCAL YEAR 2016-2017	REQUESTING BUDGET FISCAL YEAR 2016-2017	ESTIMATED FISCAL YEAR 2016-2017	ESTIMATED FISCAL YEAR 2017-2018	ESTIMATED FISCAL YEAR 2018-2019	ESTIMATED FISCAL YEAR TOTAL
Library	SRCS - Siri Dyna Licensing and Support	7,170.86	7,329.40	7,652.00	7,982.10	8,381.21	8,800.27	42,905.85
Library	ENVISIONWARE - Self Check Licensing and Support	576.95	603.89	650.00	682.10	716.63	750.08	3,891.66
Library	Web domain renewal for waterfordpubliclibrary.com		200.00	49.00	63.00	66.15	72.59	331.54
Assessor	Vision CAMA (Licensing and Support, Cloud DB & Web hosting)	14,889.00	16,726.00	18,335.80	19,879.65	20,873.63	21,917.31	184,816.78
Assessor	QDS Software Licensing and Support	9,410.10	11,809.59	10,237.00	10,718.35	11,275.27	11,839.05	56,516.63
Tax Office	QDS Licensing and Support	10,338.11	14,897.31	12,187.00	12,796.35	13,416.17	14,075.98	67,340.87
P&Z/Building	GIS - ESRI ArcGIS Licensing and Support	11,334.63	10,395.00	9,875.80	10,368.75	10,887.19	11,431.55	54,565.61
P&Z/Building	General Code - MUNICIPALITY Licensing and Support	9,200.99	9,313.00	10,384.52	10,905.35	11,451.14	12,023.70	57,391.08
(NEW) P&Z/Building	ICC - MUNICIPALITY ICC Code Integration/Subscription			3,140.00	2,874.00	2,560.00	2,100.00	3,263.40
P&Z/Building	Blue Beam Revu Complete Licensing and Support		400.00	400.00	420.00	441.00	463.05	2,310.25
(NEW) P&Z/Building	Tighe Bond GIS Web Hosting and Database Hosting			6,500.00	6,825.00	7,166.25	7,524.56	35,916.80
Finance/HR	ADP Payroll / HR Suite / Time Tracking Licensing and Support	8,173.00	34,370.00	35,003.00	36,750.00	38,587.50	40,516.88	43,542.72
Finance	Tyler Technologies MATHIS ERP Licensing and Support	39,547.72	33,583.70	35,000.00	36,750.00	38,587.50	40,516.88	43,542.72
Finance	AutoWorks Licensing and Support	3,200.00	1,940.40	2,134.44	2,241.16	2,333.22	2,470.88	11,794.12
(NEW) Finance	OpenGov Cloud based Purchasing Software			16,500.00	17,335.00	18,191.25	19,100.81	20,055.83
Finance	ClearGov Cloud based Budget Book		9,550.00	9,550.00	7,750.00	8,137.50	8,544.38	42,953.47
HR	UKO (Kronos) Time and Attendance Licensing and Support	16,228.68		0.00	0.00	0.00	0.00	0.00
(NEW) Clerk	Manacore Hosting (Civil Plus)			700.00	735.00	771.75	810.34	3,867.94
PD	BES PD Camera System SLA	3,641.05	4,000.00	0.00	0.00	0.00	0.00	0.00
PD	BATON UPS SLA (PD)	4,505.32	4,895.92	4,950.00	5,145.00	5,402.25	5,672.36	27,975.89
PD	BES Record Licensing and Support	3,399.00	2,345.00	2,465.00	2,588.25	2,717.66	2,853.55	2,996.22
PD	Sales LPR Licensing and Support	5,430.00	5,430.00	5,430.00	5,701.50	5,986.58	6,285.90	38,904.18
PD	Lineman - Menus Licensing and Support	2,810.00	2,200.00	2,448.00	2,570.40	2,698.92	2,833.87	13,526.75
(NEW) PD/DOC	NeoGen Police Safety Software - CAD/911/MOBILE w/ Abolish Memo			33,164.00	34,822.20	36,563.31	38,391.48	183,252.03

TOWN OF WATERFORD
SOFTWARE LIST
PROJECT SOFTWARE FY25

5.9% percent escalation included for four more fiscal years

DEPT	PROJECT NAME	BUDGET FISCAL YEAR 2023-2024	BUDGET FISCAL YEAR 2024	REQUESTING BUDGET FISCAL YEAR 2024-2025	ESTIMATED FISCAL YEAR 2025-2026	ESTIMATED FISCAL YEAR 2026-2027	ESTIMATED FISCAL YEAR 2027-2028	ESTIMATED FISCAL YEAR 2028-2029	ESTIMATED FISCAL YEAR TOTAL
PO/DOC	Central Square - CAD/AVS/MOBILE software	\$3,421.00	102,181.62	8,600	0.00	0.00	0.00	0.00	6,600
PD	Monterey Watchguard Licensing, Cloud Storage, and Support	\$3,100.00	10,260.00	\$4,178.60	\$4,170.00	\$4,170.00	\$4,170.00	\$4,170.00	276,680.00
PD	MDG in car computer lease - new this year (Merlin Business Bank)	3,030.00	3,037.51	30,175.60	30,175.51	0.00	0.00	0.00	69,350.51
PD	Oxetime (podlink)	951.72	984.00	1,905.00	1,970.25	1,970.25	1,970.25	1,970.25	7,210.50
PD	ABSOLUTE - NextGen Licensing and Support	3,948.49	4,500.00	8,600	0.00	0.00	0.00	0.00	8,600
PD	FIN (L.F. Design LLC) Licensing and Support	1,966.50	1,966.50	8,600	0.00	0.00	0.00	0.00	8,600
PD	LEFTA - Licensing and Support	6,715.00	7,123.87	8,563.00	8,591.15	9,440.71	9,912.74	10,408.38	47,315.98
PD	POSS (VCS) Licensing and Support	4,146.78	4,352.12	4,490.00	4,820.00	5,071.50	5,325.08	5,593.33	25,417.99
PD	BERLA - Vehicle IVE Licensing and Support	2,884.00	3,250.00	3,250.00	3,412.50	3,583.13	3,762.38	3,950.40	17,958.39
PD	Crown Castle - Fiber maintenance contract - BOC to Oronoco	1,629.43	1,675.00	1,904.00	1,675.00	1,675.00	1,675.00	1,675.00	8,604.00
PD	Magnet Forensics - Axion - Licensing and Support	0.00	4,254.00	4,200.00	4,410.00	4,629.50	4,862.00	5,105.13	23,297.63
PD	PowerDNS Licensing and Support	4,634.76	5,370.43	5,719.51	6,005.49	6,303.76	6,621.05	6,952.10	31,603.99
PD	Cloud based policy management software	0.00	4,300.00	6,458.00	6,772.50	7,111.13	7,466.08	7,840.00	35,648.32
PD	Forensic Analysis tool for mobile devices	4,000.00	4,000.00	8,600	0.00	0.00	0.00	0.00	8,600
PD	ArcGIS map and geospatial data management Software	2,730.00	2,730.00	2,730.00	2,866.50	3,009.83	3,160.32	3,318.33	15,884.97
(NEW) PD	Computer Search Engines for criminal investigations and background checks	632.00	632.00	663.60	696.78	731.62	768.20	807.20	3,492.20
(NEW) PD	Nationwide Crime Sharing Service	871.00	871.00	914.55	960.28	1,008.39	1,058.71	1,110.22	4,812.22
(NEW) PD	Online Administrative Resource	4,100.00	4,100.00	4,300.00	4,500.00	4,700.00	4,900.00	5,100.00	20,600.00
(NEW) PD	Arrest History Access	60.00	60.00	60.00	60.00	60.00	60.00	60.00	240.00
(NEW) PD	Network Solutions web domain name registration								
DOC	Cloud based public viewing notification system	7,292.36	7,292.36	7,292.36	7,292.36	7,292.36	7,292.36	7,292.36	36,461.30
DOC	Town public safety radio system used by police, dispatch, public works, schools, etc, fire, youth services, senior services	211,453.86	212,238.00	213,232.88	213,343.60	245,010.78	257,261.31	270,124.38	1,237,971.00
DOC	Service contract for Eaton UPS in PD Data Center	5,108.74	5,875.36	3,972.40	4,170.40	4,379.13	4,598.09	4,827.99	21,947.83
DOC	Fiber connectivity contract for links to town tower radio sites	9,600.00	9,600.00	10,000.00	10,584.50	11,113.20	11,668.36	12,252.30	55,698.36
DOC	Service contract for Eaton UPS in town tower radio sites	7,182.00	7,182.00	8,600	0.00	0.00	0.00	0.00	8,600
DOC	Fiber connectivity contract for a link to traffic cameras	1,675.00	1,675.00	8,600	0.00	0.00	0.00	0.00	8,600
(NEW) DOC	Custom electronic guidelines for EMD, law enforcement and fire service			5,000.00	5,500.00	5,512.50	5,788.13	6,077.53	27,818.16
FIRE	Fiberhouse State of CT PSN / CDN Town Hall connectivity	1,500.00	1,476.00	1,476.00	1,476.00	1,476.00	1,476.00	1,476.00	7,380.00
FIRE	Internet Connectivity for fire (Firehouse private networks)	10,387.80	11,025.00	7,590.80	7,875.00	8,268.75	8,682.19	9,116.20	41,442.23
FIRE	Alarm Scheduling Licensing and Support	2,595.60	5,600.00	3,075.89	3,136.50	3,199.23	3,319.19	3,522.15	16,297.87

TOWN OF WATERFORD
SOFTWARE LIST
PROJECT SOFTWARE FY25

5.6% annual escalators included for four more fiscal years

DEPT	PROJECT NAME	BUDGET FISCAL YEAR 2025-2026	BUDGET FISCAL YEAR 2026	REQUESTING BUDGET FISCAL YEAR 2026-2027	ESTIMATED FISCAL YEAR 2026-2027	ESTIMATED FISCAL YEAR 2027-2028	ESTIMATED FISCAL YEAR 2028-2029	ESTIMATED FISCAL YEAR TOTAL
FIRE	ESO Fire RMS Licensing and Support	11,355.00	9,450.00	9,450.00	9,450.00	10,238.60	11,655.00	50,255.42
(NEW) FIRE	ESO Personnel MGMT Module			3,994.00	3,994.00	3,737.48	4,130.57	18,731.89
FIRE	FireHouse RMS Licensing and Support	5,475.00		0.00	0.00	0.00	0.00	0.00
FIRE	SpecTrac - Ranger 14 - Licensing and Support	10,067.22	9,132.00	9,248.89	9,248.89	10,217.97	11,265.31	51,211.50
FIRE	MERAKI MDM (COVERED TILL FY17) Licensing and Support			8.00	8.00	2,000.00	0.00	2,008.00
FIRE	My Sidereth - Craig 130 - Licensing and Support	927.00	900.00	940.00	940.00	992.25	1,041.86	4,973.87
FIRE	PowerDMS Licensing and Support	6,010.86	6,167.99	6,742.88	7,079.10	7,433.06	8,194.94	37,252.81
FIRE	Prodigy Licensing and Support		1,750.00	1,858.48	1,942.50	2,039.63	2,141.61	10,222.42
PW	Synch Systems (Fuel Meter Maintenance)	3,090.00	3,701.25	3,515.00	3,701.25	3,886.31	4,080.63	19,477.85
PW	GIS - ESRI ArcGIS Licensing and Support	927.00	660.00	0.00	0.00	0.00	0.00	0.00
PW	Valuelit / Advanced Weighing Systems (AWS) - Licensing and Support	3,665.00	4,715.00	4,715.00	4,961.25	5,209.31	5,469.78	26,108.41
PW	Snap On tools diagnostics Licensing and Support	1,499.00	1,600.00	1,600.00	1,680.00	1,764.00	1,852.20	8,441.01
PW	Navistar ONCOMMAND Service Information (OCIS) Licensing and Support	600.00	610.00	0.00	0.00	0.00	0.00	0.00
PW	Navistar ONCOMMAND Service Subscription Licensing and Support	1,650.00	1,732.50	1,656.00	1,732.50	1,819.13	1,910.28	9,117.29
PW	Navistar Engine Diagnostics (NED) Licensing and Support	567.00	548.00	548.00	567.00	595.35	626.12	2,882.84
PW	Navistar Diagnostic Logic Builder (DLB) Licensing and Support	700.00	700.00	700.00	735.00	771.25	810.34	3,687.34
PW	Navistar Licensing and Support	540.00	540.00	540.00				540.00
PW	Helix - Ford IDS Licensing and Support	850.00	850.00	856.00	892.50	937.13	983.98	4,696.79
PW	Curmat Insite Licensing and Support	850.00	850.00	856.00	892.50	937.13	983.98	4,696.79
PW	Curmat Quikserve Licensing and Support	850.00	850.00	856.00	892.50	937.13	983.98	4,696.79
PW	Navistar - Allison DOC Fleet Licensing and Support	618.00	350.00	358.00	367.50	385.88	405.17	1,933.87
PW	RTA Fleet Licensing and Support	2,266.00		8.00	0.00	0.00	0.00	8.00
PW/Finance	Fleet Licensing and Support	19,499.00	19,845.00	19,979.28	20,348.16	21,565.57	22,433.83	107,883.31
PW	VIB - Sam's - Permitting tracking Licensing and Support	4,000.00	4,200.00	4,000.00	4,200.00	4,410.00	4,630.50	22,092.50
IT	Milestone VMS - Software Maintenance	1,284.60	1,378.83	4,409.00	8,800.00	9,340.00	10,197.10	42,329.10
IT	Moritz AP Licensing and Support - (OVR)	0.00	15,120.00	0.00	0.00	18,000.00	0.00	18,000.00
IT	CEN connectivity (for A public) - State of CT	2,976.00	2,976.00	2,953.00	3,099.00	3,254.58	3,417.31	16,314.46
IT	82 Access Control System - Utility Communications	546.00	573.30	602.00	632.10	663.71	696.89	3,226.43
IT	Foreigner for Public Network - Licensing and Support	361.05	317.00	332.00	348.00	366.03	384.32	1,824.51

TOWN OF WATERFORD
SOFTWARE LIST
PROJECT SOFTWARE FY25

5.6% percent escalations included for four more fiscal years

DEPT	PROJECT NAME	BUDGET FISCAL YEAR 2023-2024	BUDGET FISCAL YEAR 2024	REQUIRING BUDGET FISCAL YEAR 2024-2025	ESTIMATED FISCAL YEAR 2025-2026	ESTIMATED FISCAL YEAR 2026-2027	ESTIMATED FISCAL YEAR 2027-2028	ESTIMATED FISCAL YEAR 2028-2029	ESTIMATED FISCAL YEAR 2029-2030	ESTIMATED FISCAL YEAR 2030-2031	ESTIMATED FISCAL YEAR 2031-2032	ESTIMATED FISCAL YEAR 2032-2033
IT	Fortigate for Town Network - Licensing and Support	3,578.90	3,541.00	4,624.00	4,225.20	4,436.46	4,658.28	4,891.20	5,138.14	5,395.71	5,664.36	5,944.26
IT	2FA Cisco Duo Licensing and Support	1,493.00	2,489.76	4,563.00	4,791.15	5,000.71	5,282.24	5,546.36	5,813.46	6,092.71	6,384.26	6,687.46
IT	Cisco Smartnet - Cisco/TCI - Hardware SLA	20,000.00	14,000.00	14,121.64	14,827.72	15,569.11	16,347.56	17,164.94	18,023.98	18,925.94	19,871.46	20,862.46
IT	ePlus Managed Services Phone System Support SLA	21,548.78	21,227.39	21,228.00	22,394.40	23,514.12	24,689.83	25,924.32	27,218.86	28,574.96	29,984.26	31,449.46
IT	Zoom Licensing and Support	4,532.00	2,000.00	2,000.00	2,100.00	2,205.00	2,315.25	2,431.01	2,552.26	2,679.01	2,816.26	2,964.01
IT	Zoom Content Filter - Licensing and Support	2,412.79	1,695.00	1,695.00	1,779.75	1,865.74	1,952.17	2,040.28	2,129.94	2,220.26	2,311.26	2,402.94
IT	GlobalSign wildcard ssl cert - Advanced Office Systems	582.88	746.55	731.88	767.55	805.93	846.22	888.54	931.24	975.21	1,019.46	1,064.96
IT	VMware vSphere Licensing and Support	8,021.64	7,800.17	8,190.18	8,599.69	9,029.67	9,481.16	9,955.21	10,454.96	10,979.46	11,529.46	12,104.96
IT	Colony Backup Subscription w/ backup AWS archive	19,032.04	12,732.77	17,880.88	17,850.00	18,741.50	19,679.63	20,663.61	21,694.26	22,771.46	23,894.26	25,064.26
IT	AWS Cloud Data Archive Licensing and Support	5,000.00	2,000.00	8.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IT	VMware Backup - Licensing and Support	2,488.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IT	Pure Storage SAN - Licensing and Support	19,032.04	20,000.00	55,245.60	0.00	0.00	58,028.25	0.00	113,373.25	0.00	0.00	0.00
IT	Cybersecurity eMail Filtering / Archival (Barracuda EmailSecure)	5,000.00	6,175.00	7,852.88	7,404.60	7,774.83	8,163.57	8,571.75	9,004.26	9,452.26	9,915.26	10,394.26
IT (NEW)	Cybersecurity Endpoint Protection (Sentinel One)	0.00	0.00	0.00	14,722.10	15,439.26	16,222.22	17,043.83	17,918.40	18,847.46	19,829.46	20,864.26
IT	Cybersecurity End Point Protection (Sentinel One)	0.00	0.00	0.00	14,722.10	15,439.26	16,222.22	17,043.83	17,918.40	18,847.46	19,829.46	20,864.26
IT	PDQ Inventory/Deploy - PDQ Licensing and Support	900.00	1,500.00	1,400.00	1,575.00	1,653.25	1,736.44	1,824.56	1,917.46	2,015.26	2,118.46	2,226.46
IT	MDR/MDM for town mobile devices (50) - ePlus	3,850.00	3,850.00	3,850.00	4,000.00	4,196.67	4,400.00	4,618.75	4,850.00	5,100.00	5,360.00	5,630.00
IT	File Sharing /Transfer Product (Box)	3,618.00	4,000.00	4,000.00	4,200.00	4,410.00	4,630.00	4,860.00	5,100.00	5,350.00	5,610.00	5,880.00
IT	Comcast/Logically Advanced MS Exchange Support	4,000.00	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IT	ProService Help Desk Ticketing/Tracking system	4,104.00	3,662.82	4,596.48	4,826.20	5,067.62	5,321.00	5,587.05	5,864.45	6,153.25	6,454.25	6,767.25
IT	Microsoft PowerBI Pro Licensing and Support	210.00	210.00	122.00	128.10	134.51	141.23	148.29	155.64	163.26	171.14	179.26
IT	Crown Castle Fiber Maint - EOC to MUNI network connectivity	1,500.00	1,500.00	1,575.00	1,653.25	1,736.44	1,824.56	1,917.46	2,015.26	2,118.46	2,226.46	2,342.46
IT	Infrastructure Support (VMWARE/STORAGE/SERVERS) TCI	10,000.00	10,000.00	18,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
IT	Adobe Acrobat Pro/Standard for Town Subscription	9,341.50	8,280.00	8,280.00	8,799.00	9,328.93	9,708.90	10,185.94	10,671.46	11,167.46	11,674.26	12,191.46
IT (NEW)	AIR/ISSUE/POB basic subscription	0.00	0.00	228.00	239.40	251.37	263.94	277.14	290.94	305.26	320.00	335.26
SENSOR SERVICES	Base Desk	4,150.00	3,500.00	3,500.00	3,675.00	3,851.75	4,031.25	4,214.25	4,400.75	4,590.75	4,784.25	4,981.25
SENSOR SERVICES	Xerox - MySenseCenter Live - case management	809.75	830.00	790.00	829.50	870.18	914.32	960.25	1,008.94	1,059.26	1,110.26	1,161.94
REC & PARK	Base Desk Licensing and Support	4,150.00	3,800.00	7,300.00	7,565.00	8,044.25	8,456.66	8,871.20	9,298.94	9,739.26	10,184.26	10,644.26
REC & PARK	Adobe Express	100.00	100.00	100.00	105.00	110.25	115.76	121.55	127.54	133.74	140.14	146.74

TOWN OF WATERFORD
SOFTWARE LIST
PROJECT SOFTWARE FY15

5.8% percent encumbers included for four more fiscal years

DEPT	PROJECT NAME	BUDGET FISCAL YEAR 2012-2013	BUDGET FISCAL 2013- 2014	REQUESTING BUDGET FISCAL YEAR 2014-2015	ESTIMATED FISCAL YEAR 2015-2016	ESTIMATED FISCAL YEAR 2016-2017	ESTIMATED FISCAL YEAR 2017-2018	ESTIMATED FISCAL YEAR 2018-2019	ESTIMATED FIVE YEAR TOTAL
REC & PARK (NEW)	Beach Guesthouse Internet Connectivity (Cellular THORBILLE)			489.00	504.00	529.20	555.60	583.44	2,652.20
FS	Chris Plus Town Website Virtual Town Hall Licensing and Support	7,500.00	10,500.00	17,666.66	18,549.20	19,476.77	20,430.60	21,473.13	97,615.86
FS	Chris Plus Town Website platform upgrade Licensing and Support	45,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
YOUTH	Real Desk Licensing and Support		3,500.00	3,598.86	3,675.00	3,818.75	4,051.69	4,354.29	19,339.71
YOUTH/SENIOR SERVICES/EOC	Quincy Tracker Licensing and Support		2,591.00	2,592.86	2,711.60	2,857.68	3,000.56	3,150.59	14,312.44
TOTALS		773,688.93	875,666.32	922,964.73	963,139.53	977,709.81	1,017,643.89	1,064,444.71	4,716,856.59

MUNICIPITY™ CHANGE ORDER #WA4895_092723 – ADDITIONAL PRODUCTS

This Change Order is subject to ICC Community Development Solutions' Terms and Conditions, which are available at <http://cms.generalcode.com/terms-conditions> and are incorporated herein by reference, and the client authorizes ICC Community Development Solutions to proceed with the project.

Client Name: Town of Waterford
Address: 15 Rope Ferry Road
Waterford, CT 06385-2886

Contact Person: Jill Stevens
Account Executive: Bruce Cadman
Date: 9.27.23

Annual SaaS Subscription				
ICC Code Access Subscription	No. of Books	Year 1	Year 2 ¹	Year 3 ¹
Annual Code Access Subscription and Integration Maintenance	10-20 titles	\$2,790	\$2,874	\$2,960
Implementation and Training				
Implementation	Departments			
Municipity 5 – ICC Code Access API Integration (set-up, development, configuration, testing/reworking)	n/a	\$350	-	-
Total Yearly Cost				
		\$3,140	\$2,874	\$2,960

Note – if selected, associated fees will be added to the pricing for Desktop and Mobile set-up and annuities.

¹After the first year ICC Community Development Solutions may raise the annual support contract by 3% or by the previous year's annual Cost of Living Adjustment (COLA) as calculated by the US Social Security Administration, whichever is greater. ICC Community Development Solutions will provide the Municipality with notice of any proposed increase no later than ninety (90) days prior to the anniversary date of the Contract. The absence of such notice shall be construed as ICC Community Development Solutions' intent to maintain the annual support contract at the prior years' amount.

Scope: This change order will add the Municipity 5 – ICC Code Access integration to the Town of Waterford Municipity database, as well as access to 10-20 ICC Code Books for sourcing. Book selections are to be chosen by the Town staff for ICC CDS to populate within the integration.

Timeline: This service will begin within 60 days of reception of the signed Change Order.

Payment Terms: Services will be invoiced as completed. Annuities will be added to the existing Town of Waterford MSAP.

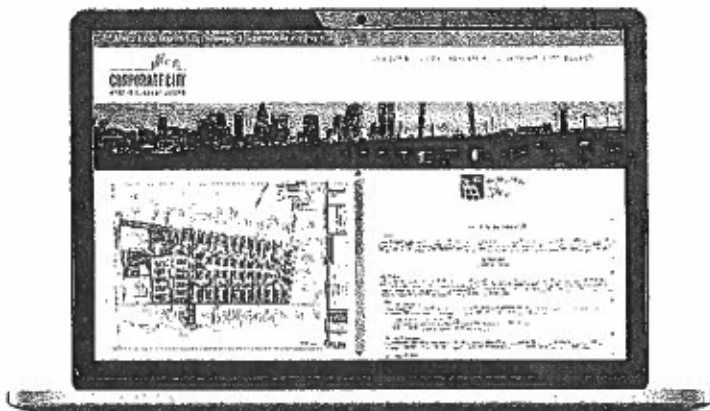
Price Validity: Price is valid for 60 days from 9.27.23.

(Client please fill out) Invoice for this Change Order to be sent to:

Department: _____ Contact Name: _____

INTEGRATIONS: ICC CODE ACCESS API

ICC Code Access API provides organizations with instant access to the latest building code requirements within their existing workflow application.



“Easy access to the fire, building, and mechanical codes that I use every day. It is fantastic.”

David, Engineer

Empowering Institutions with seamless control and convenience:

Tools and features:

- Latest code content
- Simplified search tools
- Confidence in accuracy
- Real time updates
- Streamline common code references within your portal or workflow tool



“Using the ICC Digital Codes puts all the code information essentially at your fingertips, literally.”

Roy, Architect

W-2019
August 23, 2023

Mark Wujtewicz
Planner
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Re: **FY24 GIS Services**

Dear Mark,

Tighe & Bond is pleased to present the Town of Waterford with the following scope of services for GIS support to be provided under the existing on-call services contract.

Scope of Services

Technical Support

- Tighe & Bond will provide technical support to the Town for GIS data updates and implementation of GIS data apps for the following departments:
 - Planning and Zoning
 - Tighe & Bond will perform as-needed tasks at the Town's request including updating the Town's zoning and easement GIS data, digitizing planimetric data from record plans, developing data representing the Town's various districts, developing trail maps, and other projects that may be requested by the Town.
 - Assessor
 - Parcel updates will be performed according to source maps and notes provided by the Assessor. Parcel updates include lot line adjustments, subdivisions, lot splits and combinations, and associated text updates such as lot dimension or acreage changes.

Changes will be tracked in the metadata of parcels impacted by a change. Metadata will contain the Town Clerk's filed map number as a cross reference to the source information. Tighe & Bond will obtain an updated extract from the Town's CAMA database to confirm linkage with the GIS data. Ownership information from the CAMA database and the updated GIS data will be uploaded into the Town's GIS Web site that will be hosted by Tighe & Bond. Our level of effort estimate is based on an assumption of 100 annual parcel updates.

Print Tax Maps

After the Town reviews and approves parcel changes, the map sheets impacted by a change will be printed in color on 24" x 36" paper and delivered to the Town.

Deliverables

- Full size (24" x 36") color prints of the changed tax maps
- Digital deliverable of PDFs of all tax maps and updated GIS Geodatabases
- Fire & Police
 - Tighe & Bond will provide GIS data maintenance services to the Fire and Police departments for updates to response zones, parcels, roads, and other mapping data required for the Towns E911 software.
- Public Works and Utility Commission
 - Tighe & Bond will provide GIS Services to the Public Works and Utility Commission departments. Services will include creating or editing GIS data and creating ArcGIS Online applications and workflows (hydrant flushing, sewer, water, stormwater, etc.) to support operational needs.
- Information Technology
 - Tighe & Bond will work with the IT department to review existing GIS software including ArcGIS Server capabilities and workflows and make recommendations that support the Town's GIS needs. Services will include hardware recommendations, review of security and backup policy and support for future GIS applications.

Estimated Fee

Tighe & Bond will perform the services described above for an upset limit not to exceed **\$20,000**.

Web Hosting and Managed GIS Services

- Web Hosting and Managed GIS Services will be provided for a period of 12 months, from July 1, 2023 through June 30, 2024. The annual web hosting service includes the opportunity to provide up to two GIS data updates over the course of the 12-month hosting period. Typical GIS data updates include:
 - New Assessors CAMA Extract (property ownership table)
 - Updated GIS Data Layers
 - New base maps and aerial photographyGIS data that is not maintained by Tighe & Bond will be provided by the Town of Waterford in an Esri geodatabase or shapefile format.
- Tighe & Bond will migrate and manage the Town's databases and configure map services to be consumed in web maps using the Town's existing ArcGIS Online platform. Viewing and editing permissions will be configured to tailor access to different users based on the Town's recommendations. A backup system will be implemented which will retain nightly backup copies of the data for up to two weeks. Automatic off-site backups will be provided if requested.

Web Hosting and Managed GIS Services Fee

Tighe & Bond will perform web hosting and managed GIS services as described above for a lump sum annual fee of **\$3,500**. After the first year, the fee will be increased by \$3,000 to a total annual fee of \$6,500.

Fee

Tighe & Bond will perform the GIS services listed above for a not-to-exceed fee of **\$23,500**. We will undertake the Technical Services Scope of work on an hourly-plus-expense basis, and you will be billed for actual hours worked in accordance with the attached rate schedule. We will provide GIS Website Hosting for a lump sum fee of **\$3,500** invoiced at the beginning of the hosting term. If this scope is acceptable, please sign and return this agreement and/or issue a purchase order referencing this agreement indicating your agreement and authorization for us to proceed.

The Terms and Conditions contained in the On-Call GIS Services agreement dated April 11, 2018 will remain in effect under this agreement.

2023 FIXED HOURLY RATE SCHEDULE

Tighe & Bond

TECHNICAL PROFESSIONALS

Senior Vice President	\$300.00
Vice President	\$265.00
Safety & Health Director	\$230.00
Senior Consultant	\$240.00
Principal Landscape Architect	\$205.00
Principal Engineer	\$230.00
Senior Project Manager	\$230.00
Project Manager 2	\$200.00
Project Manager 1	\$165.00
Senior Landscape Architect 2	\$170.00
Senior Landscape Architect 1	\$160.00
Senior Engineer 2	\$195.00
Senior Engineer 1	\$175.00
Senior MEP Professional 2	\$195.00
Senior MEP Professional 1	\$175.00
Project Engineer 2	\$155.00
Project Engineer 1	\$140.00
Project MEP Professional 2	\$155.00
Project MEP Professional 1	\$140.00
Project Landscape Architect 2	\$155.00
Project Landscape Architect 1	\$145.00
Staff Engineer 3	\$135.00
Staff Engineer 2	\$125.00
Staff Engineer 1	\$115.00
Landscape Designer 2	\$135.00
Landscape Designer 1	\$120.00
Senior Architect	\$185.00
Principal Planner	\$175.00
Project Planner	\$135.00
Planner 2	\$125.00
Planner 1	\$110.00
Resident Engineer	\$175.00
Construction Observer 3	\$150.00
Construction Observer 2	\$135.00
Construction Observer 1	\$110.00
Principal Compliance Specialist	\$210.00
Senior Compliance Specialist 2	\$165.00
Senior Compliance Specialist 1	\$150.00
Project Compliance Specialist 2	\$135.00
Project Compliance Specialist 1	\$125.00
Compliance Specialist 2	\$110.00
Compliance Specialist 1	\$95.00

TECHNICAL PROFESSIONALS

Senior Environmental Professional	\$260.00
Principal Environmental Scientist	\$200.00
Senior Environmental Scientist 2	\$175.00
Senior Environmental Scientist 1	\$155.00
Senior Data Management Specialist 1	\$155.00
Project Environmental Scientist 2	\$135.00
Project Environmental Scientist 1	\$125.00
Environmental Scientist 2	\$110.00
Environmental Scientist 1	\$100.00

GIS PROFESSIONALS

GIS Technical Director	\$230.00
GIS Project Manager 2	\$185.00
GIS Project Manager 1	\$145.00
Senior Development Engineer	\$195.00
Senior GIS Analyst 2	\$170.00
Senior GIS Analyst 1	\$145.00
GIS Analyst 2	\$135.00
GIS Analyst 1	\$115.00
GIS Technician 2	\$95.00
GIS Technician 1	\$85.00

SUPPORT

Remediation Technician 2*	\$105.00
Remediation Technician 1*	\$95.00
BIM Manager	\$170.00
CAD Manager	\$170.00
Senior Designer	\$155.00
Senior Drafter/Designer*	\$135.00
Drafter/Designer *	\$120.00
Graphics Support Specialist	\$110.00
Intern*	\$75.00
Administrative Support*	\$90.00

EXPENSES

1. Automobile transportation expense for employee travel directly related to the project shall be invoiced at the prevailing Federal rate per vehicle mile.
2. Outside reimbursable expenses and services, which are rendered to Tighe & Bond by other than direct employees, and any permitting fees paid by Tighe & Bond on behalf of the Client, shall be invoiced at Tighe & Bond's direct cost plus 10% administrative fee.
3. Reimbursable expenses such as in-house field supplies and equipment rental, tolls and parking, overnight mailings and bulk notification mailings, and in-house printing shall be invoiced at cost or unit costs as applicable.
4. Costs for items such as regular mailings of project documents, telephone or fax communications, computer usage charges, and miscellaneous in-house printing are included in the hourly rates shown above.

PROVISIONS

1. Rates are effective until December 31, 2023, at which time rates will be increased based on annual salary review.
- * For non-salaried personnel (noted above by an "**"), time worked in excess of eight hours in any day or forty hours per calendar week shall be invoiced at 150 percent of the above rate.

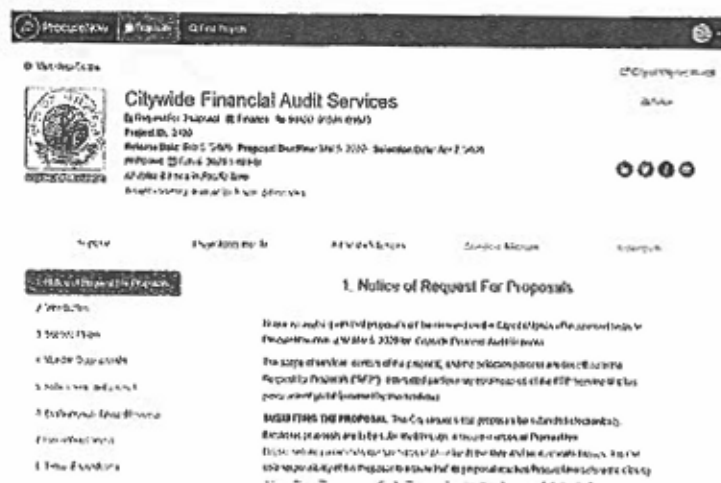
Collaborative Procurement Automation for the Modern Government

Government purchasing is faced with growing workloads and fewer resources. Many turn to modernizing the tools for procurement, solicitations, and contracting to bring exceptional buyers, demanding customers, and qualified suppliers together.

Local businesses and citizens are connected to government in an unprecedented way using online tools, and your website tools are the main ways vendors and suppliers are connecting.

Why OpenGov Procurement?

OpenGov Procurement is an intuitive modern e-Procurement solution that helps you gain more insight into making better purchasing decisions, improving the efficiency and quality of the procurement process, and realizing cost savings that positively affect everyone!



Agencies who are pioneering procurement in the Digital Age with OpenGov Procurement are setting a new standard by providing new, exciting services to their customers, improving vendor experiences, and saving time and money.

A New Era in e-Procurement – Solicitation & Contract Development

e-Procurement now includes solicitation and contract development and workflow automation, so you don't get stuck formatting RFPs, bids, and contracts in a word processor – and it eliminates redundant data entry!

Main Features

- Easy-to-Use Internal Request Processing & Workflow
- Intuitive, Comprehensive RFP & Bid Writing Tools Leveraging Your Language & Your Rules
- Scope Development That Promotes Collaboration & Consensus
- Approvals, Workflow, & History to Maximize Insight & Performance
- Self-Service Vendor Database with Automated Bid Notifications
- Compliant & Transparent Vendor Engagement for Q/A, Addenda, & Deadlines
- Survey-like Guided Electronic RFx & Bid Responses for Vendors
- Evaluation Committee Management with Bid Tabulations & Side-By-Side Scoring
- Contract Development and Management Incorporated into Purchasing and Solicitation to Support Compliance
- User Experience Requires Little to no Training

Consistent, well organized RFPs and bids using the most up to date language every single time means you never have to worry if a department goes "rogue". We make using your language intuitive, so they are happy to follow your guidelines and instructions built within each template!

Uploading massive PDFs for both the solicitation and vendor response equals confusion on both sides. Large PDFs are hard to read, and it usually ends up in printing. With OpenGov Procurement interactive solicitations and guided vendor experiences, paperless also means easier and more interactive. **Solicitations, Vendor Responses, Evaluations, and Contracts – are all paperless with OpenGov Procurement!**

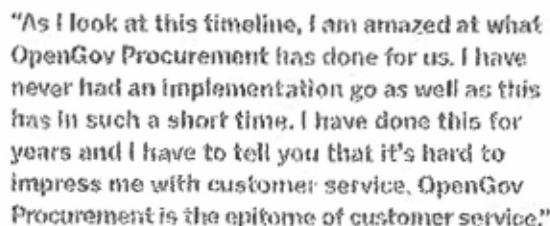
With OpenGov Procurement, our platform guides both staff and vendors with effective instructions that guide while you work. Users are up and running in minutes! Both staff and vendors also have access to our in-application real-time support that's connected to our exceptional and dedicated team. This means more responsive bids every time!

Now, you and your procurement team have insight and easy access to every procurement being considered... and real time collaboration tools that let you build and communicate with your internal project teams to keep everyone in the loop at all times!

With OpenGov Procurement you're getting the most comprehensive Government e-Procurement Platform on the market for an affordable monthly price. Since we also solve some of your biggest time wasters, the ROI is significant and immediate. This is THE big WIN-WIN you've been looking for.

Krystyna Owen
CPIB, CPPO, NIGP-CPP
Purchasing Agent
City of Norfolk

Chris Schroeder
Purchasing Agent
The City Of Milpitas California



Michelle Hamilton
Director Of Purchasing
Mesa Public Schools, AZ



PERSONNEL MANAGEMENT

eso

Capture and manage your employees' health, employment and training information all in one easy-to-use hub with ESO Personnel Management.

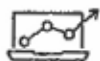
Made for:

FIRE

EMS

The screenshot shows the ESO Personnel Management web application. At the top is a navigation bar with 'Personnel', 'Training', 'Group Actions', and 'Policies & Clauses'. Below this is a 'New Personnel' section with filters for 'Filter by Name', 'Last 30 Days', and 'Sort by Date'. A table lists personnel with columns for Name, Title, Date, and a 'Details' link. To the right of the table is a sidebar with a 'Personnel' count of 156 and a 'Services Out' count of 1. Below these are various service categories with counts: Top Emergency (19), Top Contractors (12), Top Qualifications (35), Top Tools (15), Top Communications (19), Top Training (12), Top Support (12), Top Safety (12), Top Health (12), Top Other (12).

Name	Title	Date	Details
McFarland, Jessica	Emergency Medical Technician (EMT)	12/25/2018	Details
Permy, Tom	Emergency Medical Responder	12/25/2018	Details
Widney, Rachelle	Emergency Medical Technician (EMT)	12/25/2018	Details
Diamond, Bevinde	National Registered Paramedic	12/25/2018	Details
Carroll, Karen	National Registered Paramedic	12/25/2018	Details
Conley, Mike	Emergency Medical Responder	12/25/2018	Details
Jennedy, Terry	Emergency Medical Technician (EMT)	12/25/2018	Details



TRACK TRAINING.

Schedule and manage employee courses effortlessly, while staying on top of your to-do list. Keep courses organized, and include course materials, and rosters.



RECORD WORK HISTORY.

Capture and manage your employees' health, employment and training information all in one easy-to-use hub with ESO Personnel Management.



CONFIGURABLE SECURITY.

Granular security grants role-based access to information so employee data is viewed and accessed by the appropriately authorized people.



DOCUMENT CERTIFICATIONS.

Easily record and track certifications and credentials while never missing another recertification. Receive alerts for upcoming certifications, licenses, and other expirations so you can stay compliant and have peace of mind.



CLEAR AND ACTIONABLE VIEWS.

Filter, sort, and search to easily access the data you need for effective people management. Whether you need immunization records or employment dates, it's all here.



TIE IN CRITICAL INCIDENTS.

Personnel Management automatically attaches exposures during critical incidents to the personnel record so you can help provide the right resources for your employees.

Learn more about PM at eso.com or call us today at 866-766-9471.

Product Description	Deploy Mode	Start Date	End Date	Qty	List Price	Net Price (Annual)	Extended Price USD
IL-ENDPT-S-SEG Illumio Endpoint Visibility and Segmentation Illumio Endpoint Visibility and Segmentation: SaaS Policy Compute Engine; One license per Windows 7 or Windows 10 or Mac endpoint; Risk-Based Visibility and Segmentation	SAAS	Jan 1, 2024	Dec 31, 2024	250	\$55.00	\$34.10	\$ 8,525.00
IL-SPT-ENT Illumio Customer Support Illumio Enterprise Support: 7x24 availability; Phone, email and web; Remote response; All maintenance releases and software updates; Full access to the Support web site resources and self-paced training.		Jan 1, 2024	Dec 31, 2024	1			\$ 1,534.50
Products Total:							\$10,059.50

SERVICES

Product Description	Start Date	End Date	Qty	List Price	Net Price (Annual)	Extended Price USD
.PS-HR	Jan 1, 2024	Dec 31, 2024	10	\$425.00	\$425.00	\$ 4,250.00

Professional Services - Per Hour Charge

Professional Services - per Hour charge (excluding T&E); - For any set of tasks as outlined in the IL-PS-HR data sheet and agreed upon with the customer; - Tasks can include Consultancy, PCE deployment and Integrations, VEN deployment and strategy, and Labeling and policy design.

Professional Services & Training Total:	\$4,250.00
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Quote Grand Total:	\$14,309.50
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Illumio for Government

Zero Trust Segmentation (ZTS) ensures mission resilience in the public sector

The challenge

Government organizations are constantly at risk for adversary attacks, made more difficult due to the ever-increasing attack surface. This makes it imperative to assume breaches are inevitable.

The annual FBI Internet Crime Report shows that 115 government organizations were victims of ransomware over the last year. Known malware like Triton show that traditional prevention and detection technologies are no longer sufficient to stop attacks.

Preparation is a challenge. This is compounded by an inability to see the complete application and workload environment. These hybrid environments are often managed by siloed methods, resulting in significant risk.

Regardless of the threat, the mission must continue. Implementing Zero Trust breach containment strategies ensures resilience despite an adversary's best efforts. By implementing a Zero Trust strategy, governments can improve mission resilience, meet statutory and legal mandates, and build trust.

The solution

Illumio delivers these benefits with Zero Trust Segmentation (ZTS). ZTS enables visibility you can trust and granular control of all lateral network traffic between workloads, whether on-premises, in the cloud, or on the endpoint.

The Illumio ZTS Platform delivers:

- **Unparalleled visibility:** Gain a complete, detailed view of all traffic flows between workloads in seconds
- **Consistent enforcement:** Implement uniform policy across hybrid environments without silos
- **Enhanced cyber resilience:** Contain and reduce the impact of breaches for uninterrupted mission execution.

Illumio is committed to meeting stringent government security requirements

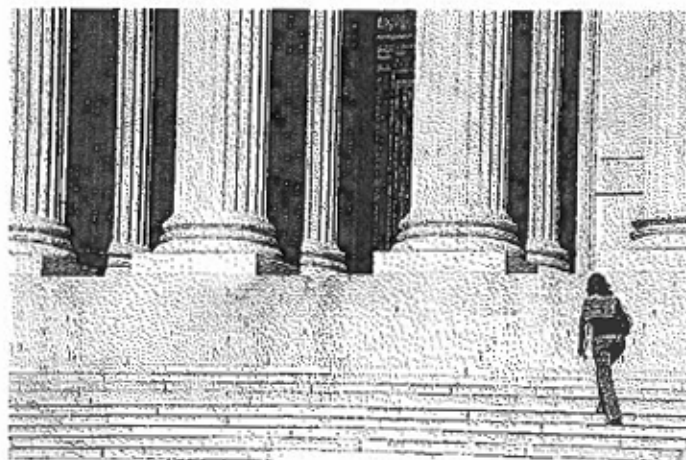


FedRAMP

'In Process'



 **Section508.gov**
GSA Government-wide Section 508 Accessibility Program



How it works

Illumio ZTS segments on the host. This means no matter where a workload is located, it can be protected rapidly and at scale.

By restricting traffic movement in the data center, the cloud, and on endpoints, Illumio blocks attackers from infiltrating deeper into the network. With Illumio, government organizations can stop and contain attacks before they spread and halt the mission.

The Illumio ZTS Platform provides these key benefits:

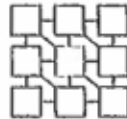
- **ZTS in minutes:** Rapid breach containment prevents operational impacts without requiring a significant amount of time or a deep technical bench.
- **Protect legacy workloads:** Application ringfencing protects mission-critical technology, regardless of support status.
- **Proactive attack prevention:** Easily shut down high-risk ports commonly used by adversaries to spread through an environment.

Zero Trust Segmentation use cases



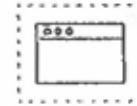
Eliminate blind spots

Visualize all communications and traffic between workloads across on-prem and cloud environments.



Prevent lateral movement

Lower risk of adversaries accessing sensitive information by controlling east-west traffic.



Ringfence high-value assets

Proactively control communications and isolate business-critical applications and environments.



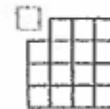
Move securely to the cloud

Whether a "lift and shift" or re-architecture, visibility and protection follow for mission continuity.



Ensure continuous protection

Maintain protection in disconnected and air-gapped networks, even if access to Illumio is lost.



Control information sharing

Restrict third-party access to only allow what is necessary and wanted within the environment.

About Illumio



Illumio, the Zero Trust Segmentation company, stops breaches and ransomware from spreading across the hybrid attack surface. The Illumio ZTS Platform visualizes all traffic flows between workloads, devices, and the internet, automatically sets granular segmentation policies to control communications, and isolates high-value assets and compromised systems proactively or in response to active attacks. Illumio protects organizations of all sizes, from Fortune 100 to small business, by stopping breaches and ransomware in minutes, saving millions of dollars in application downtime, and accelerating cloud and digital transformation projects.

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DATA SHEET

Evergreen//Forever Subscription

Get a subscription to innovation and IT agility for your traditional storage purchase.

Stay Modern, Forever

Continue to enhance and grow your storage for 10 or more years. Over 97% of Pure arrays are still in use today because they look and run like new arrays.

Always Agile, Never Obsolete

Transform storage from a problem to a solution, and upgrade whenever your organization needs to.

Improve Your Numbers

Achieve 30% to 60% lower total cost of ownership and get twice the data reduction with less risk.

Experience Customer Satisfaction

See why Evergreen//Forever is a major factor in Pure Storage's industry-leading Net Promoter Score, which is more than 3x the average for data storage vendors.

Pure Storage® Evergreen//Forever™ is your subscription to innovation. With it, you will experience storage that's never obsolete, allowing you to buy your storage once and use it virtually forever. An Evergreen//Forever subscription delivers real IT agility, enabling you to scale seamlessly and non-disruptively, without penalty or storage rebuys.

Gain Agility, Savings, and Storage That Grows with You

An Evergreen//Forever subscription enables storage that is deployed once and non-disruptively upgraded when you need it, for a decade or more without the need to rebuy the hardware you already own. Forget downtime, performance impact, or data migrations: We've engineered compatibility for future technologies directly into the products themselves.

Upgradeable Architecture with a Subscription: The Key to Agility

Pure's Evergreen™ architecture combined with your Evergreen//Forever subscription lets your storage evolve with changing requirements.

- Benefit from Pure's unique and software-defined architecture, engineered to be modular, stateless, scalable, field-serviceable, and field-upgradable.
- Upgrade components independently all online and non-disruptively—and even mix and match them—allowing you to regularly take advantage of innovation in CPU and flash technology and extend storage life to 10+ years.
- Upgrade controllers or blades non-disruptively to increase performance or maximum capacity.
- Add or upgrade capacity non-disruptively for more scale and density to manage data growth and unexpected demands on your IT infrastructure.

Maximize Your Savings

A subscription to Evergreen//Forever protects your storage investments with included upgrades, up to full-value trade-in credits, and an architecture that is almost effortless to manage and expand. Most customers will realize total cost of ownership (TCO) savings of more than 30% compared to traditional storage just by avoiding one typical forklift upgrade.

SAVE UP TO 60% IN TCO

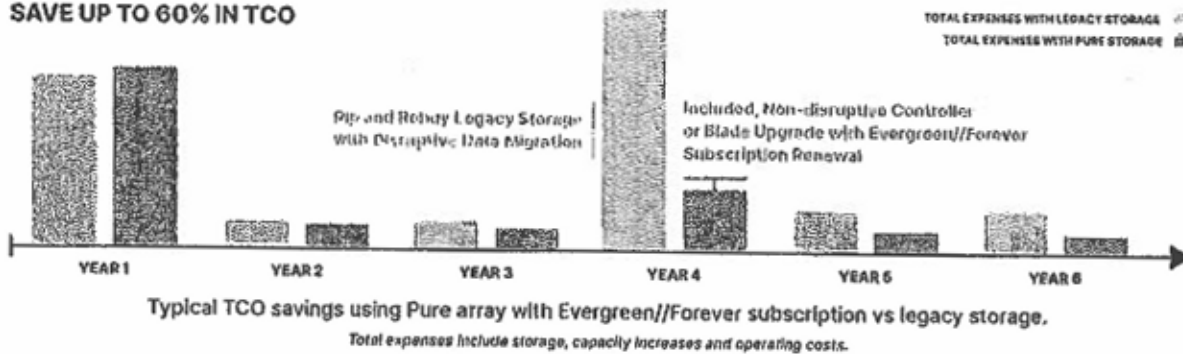


Figure 1. TCO savings with Pure Subscription//Forever compared to legacy solutions

A Storage Purchase That Keeps Getting Better

Evergreen//Forever delivers a storage ownership experience unlike any other, with subscription to always-improving data services, always-modern infrastructure, and a world-class customer experience.

Always-improving Data Services

With Evergreen//Forever from Pure, you never need to worry about systems becoming out of date. You get:

- **An all-inclusive software subscription, with enterprise-grade data services:** Get all-inclusive enterprise-level capabilities across all our products, for organizations and workloads of all sizes, at the time of purchase.
- **New features and capabilities added continually:** Get access to software features we introduce in the future with no added costs. Your subscription even includes Portworx CSI for FlashArray™ and FlashBlade®, delivering persistent storage for your Kubernetes applications.
- **AI-based intelligent management:** With Pure1® you can experience self-operating storage with full-stack, AI-powered data storage management, monitoring, and planning.

Always-modern Infrastructure

Never worry about keeping your storage hardware up to date. Evergreen//Forever gives you:

- **Included controller or blade upgrades at regular intervals (Ever Modern):** Keep your FlashArray and FlashBlade//S performance, scale, and features modern without disruption or need to repurchase. With each three-year Evergreen//Forever renewal, you get latest-generation controllers or blades.
- **On-demand, unlimited controller or blade upgrades with full-value trade-in (Ever Agile)²:** Upgrade your array performance at any time as you expand, as many times as you need. Purchase a qualifying capacity pack and get full-value trade-in for your old controllers or blades toward higher-model versions with up to a 20% list price discount.



- **Capacity Consolidation and flash media upgrades¹:** Consolidate data from older flash into new, expanded, denser capacity, either in an external shelf or a FlashArray™ or FlashBlade® chassis. Return old capacity and receive up to 50% credit for terabytes you already own.
- **Evergreen forever component replacement:** You're protected from any failures and component end-of-life issues. With your current Evergreen//Forever subscription, we'll replace failed components (even proactively before failure) with like or better ones, no matter how old your array is.

World-class Customer Experience

With a rating that's at least three times the industry average, Evergreen//Forever gives you features like:

- **Love Your Storage Guarantee™:** With the industry's broadest storage purchase guarantee, if you aren't happy, return the array within 30 days for a full refund, no questions asked.³
- **Right Size Guarantee™⁴:** Get 12 months guaranteed effective capacity, risk-free and in writing. Get twice the total efficiency vs. the competition (10:1 on average). Extend your guarantee with any expansion purchase, up to the life of the array.
- **Zero data loss guarantee:** In the rare event where data is lost on Pure hardware, our support team will help you every step of the way. If data cannot be recovered, customers will be issued a service credit.
- **No data migration guarantee:** Upgrading on Pure means no data migration. If Pure must migrate customer data when performing an applicable upgrade, we will give you a service credit towards a future purchase.
- **Power and space efficiency guarantee:** Pure Storage is the only vendor that will issue both a maximum Watts/TiB and TiBs/rack unit (RU) ratio based on purchased hardware. If either number is exceeded, we'll remediate it or give you a subscription credit.
- **Premium-level proactive and predictive support:** Pure delivers a support experience that other vendors charge a premium for. Get peace of mind with predictive analytics and services, support-managed upgrades, mobile and SaaS-based monitoring, on-site break/fix, first-call access to L2 support, included educational resources, and more.
- **Flat and Fair subscription renewals:** We keep subscription renewal rates flat: Pure won't raise the base rate, so you have consistent, predictable costs for the life of your array.⁵



Evergreen//Forever Features Overview

Evergreen//Forever delivers a subscription to our ever-improving capabilities across hardware, software, proactive and predictive support, and customer experience.

Category	Feature	Evergreen//Forever
Software Subscription	All-Inclusive array software subscription	✓
	Future array software features	✓
Hardware Subscription	Evergreen architecture (stateless, software-driven, modular, non-disruptive)	✓
	Ever Modern	Included controller/blade upgrade on renewal
	Ever Agile ²	Anytime controller/blade upgrade with full trade-in credit
	Capacity Consolidation ²	Anytime full trade-in credit with 2x capacity
Proactive Support	Evergreen forever component replacement	✓
	Predictive analytics and services	✓
	Instant L2 support access	✓
	Premium Sev 1 response SLA	✓
	Support-managed upgrades	✓
	Premium on-site break/fix SLAs	✓
	Mobile/SaaS-based monitoring	✓
Customer Experience	Right Size and 30-day guarantees	✓
	Flat and Fair subscription renewals	✓
	Zero data loss guarantee	✓
	No data migration guarantee	✓
	Power and space efficiency guarantee	✓

¹ Pure Storage is the top 1% of all Storage-oriented S&P companies.
² Requires purchase of qualifying capacity.

³ Subject to the Zero Data Loss Guarantee section in the Evergreen//Forever Subscription Description.

⁴ Right Size Guarantee available on FlashArray//X.

⁵ Subject to the Flat and Fair section in the Evergreen//Forever Subscription Description.

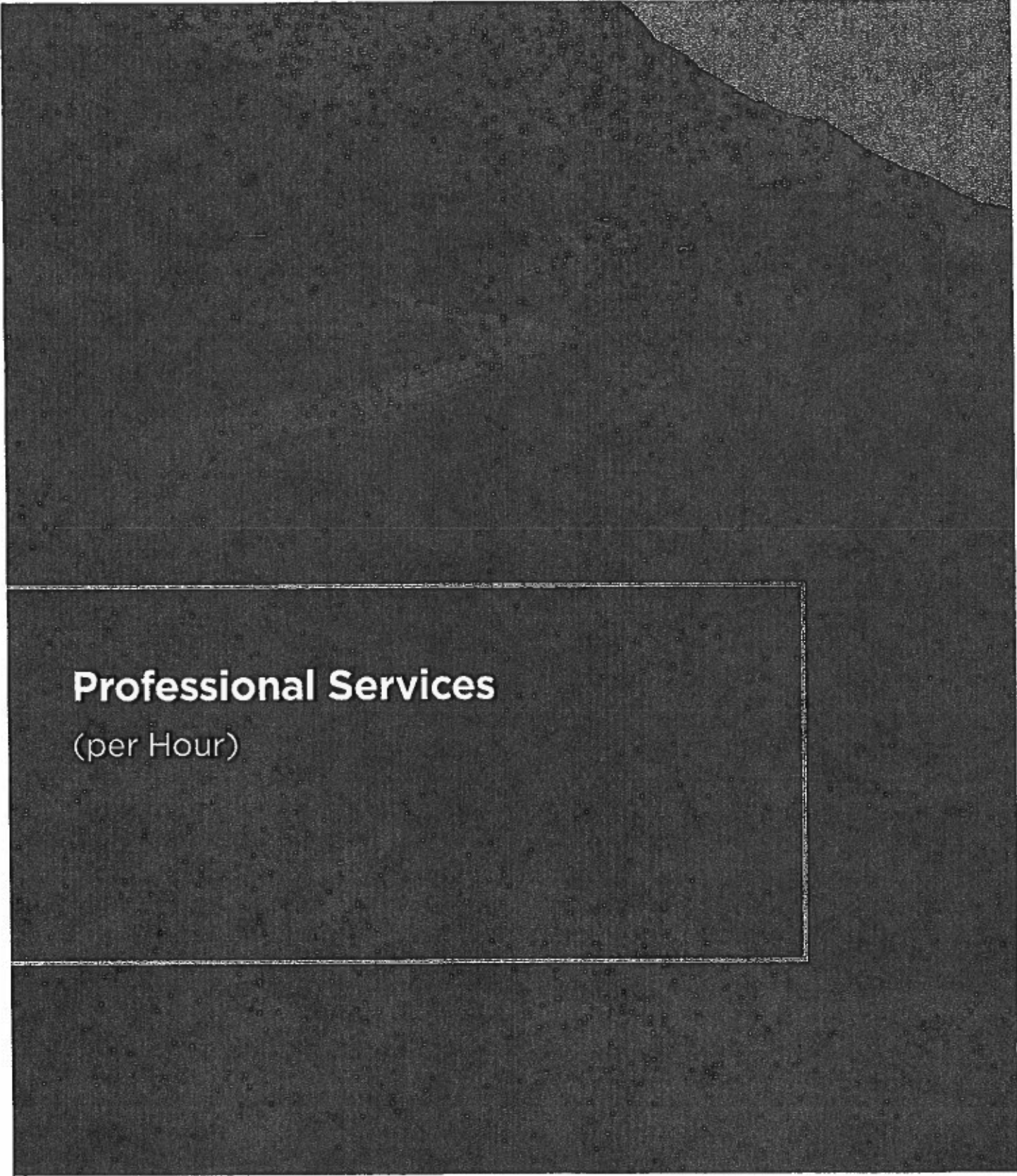
purestorage.com

800.379.PURE



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PS-115-18 06/20/21



Professional Services

(per Hour)

Maximize Your Investment

Partnering with Illumio, you have taken the first step in investing in technology that will transform your security posture. As part of the transition, we apply our expertise and best practices to analyze your existing environment and assist with the cutover.

The next step is to maximize your investment by engaging Illumio Professional Services (PS) to help with any set of tasks that is agreed upon.

Scope of Work

Illumio PS will provide the Customer with a resource for the duration indicated in the Illumio Order Form to assist in the deployment and integration of the Illumio products into the Customer environment. Illumio PS will provide guidance and assistance with any of the following tasks:

Key Benefits

- Achieve a reliable implementation, from deployment planning to execution, with a dedicated micro-segmentation expert.
- Receive strategic and technical best practice guidance to accelerate deployment timing.
- Empower your teams with product knowledge that will help you maximize the value of your investment.

Consultancy

- Act as a subject matter expert on the Illumio product set for purposes of assisting the Customer with its integration into its service set.
- Assist the Customer in planning, scheduling, and execution of tasks related to deploying Illumio into the Customer environment.
- At the kickoff meeting, Illumio and the Customer will determine a suitable meeting cadence to review project status and upcoming tasks.
- Act as an interface between the Customer teams and the Illumio product and support teams.
- Provide support to the Security Tooling, Security Operations Center, and Service Owners teams on matters related to the Illumio implementation.
- Assist in the technical review and provide guidance on change preparation related to the Illumio deployment.
- Assist with API usage to allow the integration of Illumio into the Customer's automation framework.

- Provide guidance to help develop security rulesets and policies related to integrating customer services into Illumio.
- Provide knowledge transfer and education on the Illumio products (supplemental to formal Illumio training services).

PCE Deployment and Integrations

- Provide guidance and assistance with on-premises or cloud PCE deployment.
- Provide guidance and assistance with syslog integration.
- Provide guidance and assistance with SSO integration.

VEN Deployment and Strategy

- Work with the Customer to provide guidance and develop strategy to deploy the VEN onto workloads using the Customer's software distribution platform.

Labeling and Policy Design

- Provide guidance and assistance to the Customer with collecting and analyzing data to help develop a labeling strategy.
- Provide guidance and assistance to the Customer with analyzing application flows and dependencies using Illumination. This data will be used to visualize and develop an application policy design strategy.
- Review Illumio best practice policy guidelines, including core data center services, administrative access, egress traffic, and IP lists.
- Provide guidance and assistance to the Customer with writing policies for the above policy types and intra-scope traffic for application groups.

Customer Responsibilities

- Identify internal resource(s) to coordinate with the Illumio PS consultant and facilitate the project objectives.
- Provide all required physical and logical access to facilitate the delivery of the Services.
- Prioritize tasks and resources to achieve project objectives in a timely manner.
- Provide labeling metadata of the in-scope servers to facilitate correct labeling and identification of equipment in the Customer's environment. Namely, for each host: hostname, IP addressing, and where available, server role, application, environment, and location.
- Once data is imported into the modeling environment by Illumio PS, provide appropriate Customer staff to review and tune the modeling data, such as workload labels.

Out of Scope

- Consultancy or configuration of third-party equipment or software is not in the scope of the work.
- Consultancy or configuration of any Customer systems, software, or equipment is not in the scope of the work.



Customer Name: TOWN OF WATERFORD
Quote No: 23036367
Quote Name:
Quotation Date: 09/25/2023

Sales Support Contact: Ed Howard
Sales Support Phone: 603-263-3512
Sales Support Email: ehoward@eplus.com
Account Executive: Steve Plante
Account Executive Phone: 781-615-1322
Account Executive Email: splante@eplus.com

Customer PO No:
Order No:
Expiration Date: 10/25/2023

ePlus Technology inc, 13595 Dulles Technology Drive, Herndon, VA, 20171

Line No.	Part Number	MFG	Description/Line Notes	QTY	Unit Price	Ext Price
001	CS.EPPENT.SOLN.T3.12M	CROWDSTRIKE	FALCON ENDPOINT PROTECTION ENTERPRISE FLEXIBLE BUN DLE	300	21.25	6,375.00
002	CS.TG.STD.12M	CROWDSTRIKE	THREAT GRAPH STANDARD	300	7.98	2,394.00
003	CS.PREVENT.SOLN.T3.12M	CROWDSTRIKE	PREVENT	300	0.00	0.00
004	CS.INSIGHT.SOLN.T3.12M	CROWDSTRIKE	INSIGHT	300	0.00	0.00
005	CS.DEVICEBP.SOLN.T3.12M	CROWDSTRIKE	FALCON DEVICE CONTROLBUNDLE PROMO	300	4.16	1,248.00
006	RR.HOS.ENT.EXPS.12M	CROWDSTRIKE	EXPRESS SUPPORT	1	1,502.28	1,502.28
007	RR.PSO.ENT.NCAP.12M	CROWDSTRIKE	UNIVERSITY LMS SUBSCRIPTION NEW CUSTOMER ACCESS PA SS	2	0.00	0.00
008	CS.SPOTLT.SOLN.T3.12M	CROWDSTRIKE	FALCON SPOTLIGHT	300	8.34	2,502.00

14,021.28

Sub Total (USD):

14,021.28

Est. Tax (USD):

TBD if Applicable

Shp&Hnd (USD):

0.00

Total (USD):

14,021.28

Shipping:

Packing:

All orders are governed by your organization's signed agreement with ePlus or applicable public sector contract; if there is no such agreement the Customer Terms and Conditions for Products and/or Services located at www.ePlus.com govern. No additional or contrary terms in a purchase order shall apply, and ePlus' performance shall not be deemed acceptance of any preprinted PO terms. Use of software, subscription services or other products resold by ePlus is subject to manufacturer/publisher end user agreements or subscription terms. Any periodic payment obligations for specific offerings, along with customer-incurred overages, consumption fees, add-ons, quantity adjustments and automatic renewals are non-cancelable for any reason except by public sector customers required by law to terminate due to non-appropriation of funds.

PLEASE NOTE: Recent supply chain disruption and tariffs on certain imports are causing price increases for many IT products, with little or no notice, and beyond ePlus' control. As a result, this quote is subject to change without notice, even before the expiration date reflected above. Related manufacturer policy changes may result in orders being non-cancelable and products non-returnable except in accordance with the manufacturer warranty. Please confirm pricing and other restrictions prior to order placement. Unless freight amount is indicated, or is zero, freight will be added to the invoice. Unless Bill-To company is exempt from Sales Tax, it will be added to the invoice. Recognizing that the global pandemic has disrupted operations for many organizations, ePlus will ship products for delivery in accordance with customer's written ship-to instructions and products will be deemed delivered notwithstanding any failure of customer personnel to sign for receipt due to facility closing or otherwise.

Customer Acceptance

Signature: _____

Name: _____

Title: _____

Date: _____

Customer PO #: _____

Bill To

TOWN OF WATERFORD

15 ROPE FERRY ROAD

WATERFORD CT 06385

UNITED STATES

Ship To

TOWN OF WATERFORD

UNITED STATES

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*NGDC P

Falcon Insight XDR

The world's leading AI-powered platform for unified endpoint detection and response (EDR) and extended detection and response (XDR)

Challenges

Today's adversaries are moving faster than ever. To keep pace, organizations continue to rely on a collection of disparate security tools to identify and mitigate threats. These siloed security tools are inherently ineffective, complicating and slowing incident detection and remediation.

To make matters worse, today's sophisticated threat actors know where to look for gaps in security silos. They can slip between defenses and move laterally across the network, flying under the radar for extended periods of time, lying in wait and gathering reconnaissance data for future attacks.

To outpace the adversaries, organizations must use EDR to optimize threat detection, investigation, hunting and response enterprise-wide, and use XDR to extend visibility and control across all key attack surfaces.

Solution

As a global cybersecurity leader, CrowdStrike brings over a decade of expertise building the world's most advanced cloud-native platform and industry's dominant EDR offering to pioneer a new approach: unified EDR and XDR. The CrowdStrike Falcon® platform combines the world's best threat intelligence with innovative detection and response technology to better understand and stay ahead of adversaries. CrowdStrike Falcon® Insight XDR extends enterprise-wide visibility, detects advanced threats and responds automatically across endpoints and beyond.

Key benefits

Create a cohesive, more effective cybersecurity ecosystem

Optimize security operations with prioritized, incident-driven insights

Accelerate cross-domain threat analysis, investigation and hunting from a single console

Speed response times and orchestrate action against sophisticated attacks

Improve threat visibility and situational awareness across the enterprise

Stop breaches that siloed tools and legacy approaches often miss

Key capabilities

Falcon Insight XDR correlates native and third-party cross-domain telemetry to deliver high-confidence detections, unprecedented investigative efficiency and rapid, confident response. Gain unparalleled visibility across your endpoints and extended security ecosystem with third-party connectors for all key security domains, and enable your security team with one unified, threat-centric command console.

Gain more effective security outcomes

Tap into industry-leading EDR and XDR in a single platform: Start with the endpoint and easily activate extended capabilities to unlock cross-domain detections, investigations and response across your entire enterprise.

Create a cohesive, more effective cybersecurity ecosystem: Gain actionable insights by combining previously siloed data into one single source of security truth — a central repository for endpoint and cross-domain telemetry.

Gather, aggregate and normalize with ease: Falcon Insight XDR strikes the balance between EDR, native XDR and open XDR with a combined approach for the most holistic view of your environment. Native first-party data, such as EDR telemetry, from modules across the Falcon platform can be combined with normalized data from third-party sources to provide an easy-to-understand view of an attack from start to finish.

- **Native XDR:** Falcon Insight XDR correlates native data from across the entire Falcon platform at no additional cost* to truly unify security operations and paint the complete picture of advanced attacks beyond the endpoint.
- **Open XDR:** Also known as Hybrid XDR, purpose-built XDR integrations and a common data schema together enable third-party security data ingestion at massive scale. This open approach ensures security teams have the visibility they need in one unified XDR command console.

Optimize security operations

Find attacks missed by siloed approaches: Detect stealthy cross-domain attacks with industry-leading threat intelligence and world-class AI, providing a tight human feedback loop from CrowdStrike threat hunters, managed detection and response (MDR) experts and incident response (IR) specialists. Out-of-the-box and custom detection capabilities give you the power and flexibility you need to outpace the adversary.

Streamline triage and investigation: Prioritized alerts, rich context and detailed detection information mapped to the MITRE ATT&CK® framework help analysts quickly understand and act on threats. The intuitive Falcon console lets you quickly tailor views, filter and pivot across data sets with ease. Automatic sandbox submissions and in-depth threat actor profiles allow for complete understanding of the threat and adversary behind it.

Be immediately operational: The Falcon platform's single lightweight agent deploys in minutes and is immediately operational — no reboots required. With unmatched detection and visibility from Day One, the easy-to-use Falcon Insight XDR interface delivers an unrivaled analyst experience with seamless workflows across endpoint protection (EPP), EDR, XDR and threat intelligence for maximum efficiency.

Benefit from experts at the ready: Strike the right balance of technology and expertise with pioneering 24/7 proactive threat hunting and the world's #1 MDR service with full-cycle remediation. Falcon Insight XDR users benefit from the tight feedback loop between CrowdStrike's products and industry-leading experts, whether you manage the Falcon platform yourself or upgrade to CrowdStrike Falcon® Complete XDR for a fully managed experience.

Best of both worlds

Falcon Insight XDR correlates both native and third-party cross-domain telemetry to supercharge your SOC.

Native Falcon platform data

- Endpoint detection and response (EDR)
- Identity
- Mobile
- Threat intelligence
- Vulnerability management
- Cloud security
- Data protection

Open ecosystem integrations

- Email
- Network detection and response (NDR)
- Identity and access management (IAM) and single sign-on (SSO)
- Security service edge (SSE)
 - Secure web gateway (SWG)
 - Cloud access security broker (CASB)

Harmonize and simplify response across the enterprise

Rapidly respond with surgical precision: Detailed detection information, from impacted hosts and root cause to indicators and timelines, helps to rapidly remediate threats. Powerful response capabilities such as Falcon Real Time Response (RTR) allow you to eradicate threats with surgical precision from anywhere in the world.

Take action across the ecosystem: Trigger response actions across Falcon-protected hosts and through third-party solutions. One unified command console empowers analysts, from containing a host under attack to automatically enforcing more restrictive user access policies based on detection criticality through third-party solutions.

Orchestrate and automate workflows: CrowdStrike Falcon® Fusion security orchestration automation and response (SOAR) automates and streamlines tasks, from notifications and repetitive tasks to complex workflows, dramatically improving the efficiency of your SOC teams.

Newly announced Falcon Insight XDR capabilities*

XDR AI Investigator: Radically transform the speed and efficiency of investigations with XDR AI Investigator. Focus on incidents instead of alerts and engage AI to accelerate incident triage and investigation for analysts of all skill levels.

XDR Incident Workbench: Accelerate response times with this all-new lightning-fast user experience designed around incidents, not standalone alerts. Analysts can optimize workflows with intelligent entity linking, added cross-domain context, annotations, incident history tracking and more.

Collaborative Command Center: Security analysts around the world can now collaborate on incidents in real time from a unified source of truth. Together, teams can triage, investigate and respond as a unit to outpace the adversary.

XDR for All: Falcon Insight XDR users get native XDR included at no additional cost to accelerate investigations with comprehensive endpoint, identity, cloud and data protection telemetry from across the Falcon platform.

*The above indicated section(s) include(s) forward-looking statements including, but not limited to, statements concerning the expected timing of product and feature availability, the benefits and capabilities of our current and future products and services, and our strategic plans and objectives. Such statements are subject to numerous risks and uncertainties and actual results could differ from those statements. Any future products, functionality and services may be abandoned or delayed, and customers should make decisions to purchase products and services based on features that are currently available.

About CrowdStrike

CrowdStrike (Nasdaq: CRWD), a global cybersecurity leader, has redefined modern security with the world's most advanced cloud-native platform for protecting critical areas of enterprise risk — endpoints and cloud workloads, identity and data.

Powered by the CrowdStrike Security Cloud and world-class AI, the CrowdStrike Falcon® platform leverages real-time indicators of attack, threat intelligence, evolving adversary tradecraft and enriched telemetry from across the enterprise to deliver hyper-accurate detections, automated protection and remediation, elite threat hunting and prioritized observability of vulnerabilities.

Purpose-built in the cloud with a single lightweight-agent architecture, the Falcon platform delivers rapid and scalable deployment, superior protection and performance, reduced complexity and immediate time-to-value.

CrowdStrike: We stop breaches.



Data Sheet

Falcon Device Control

Ensures safe device usage, visibility and granular control:
the industry's only cloud-delivered device control solution

Ensuring Safe and Accountable Device Usage

The portability and usability of USB devices make them essential in today's enterprise environments. Yet these devices pose a significant security risk of bringing malware into organizations and leaking out data like source code, both intentionally and unintentionally. Although device control solutions exist, they don't provide the contextual visibility and granular control required to understand and manage today's powerful devices.

CrowdStrike Falcon® Device Control ensures the safe utilization of USB devices across your organization. Built on the CrowdStrike Falcon® platform, it uniquely combines visibility and granular control, allowing administrators to ensure that only approved devices are used in your environment. File metadata capabilities let analysts see unique details about documents, files and data copied to external media devices. CrowdStrike's industry-leading machine learning (ML) platform detects source code movement and identifies over 40 programming languages. When used with CrowdStrike Falcon® Insight XDR, visibility is extended, adding searchable history and logs of USB device usage.

Key Product Capabilities

Visibility across USB device usage — effortlessly

- **Discover devices automatically:** Gain continuous insight into USB devices across your organization. Falcon Device Control automatically reports device type (e.g., mass storage, human interface, etc.) with manufacturer, product name and serial number. You have visibility into all devices operating over the USB bus, including internal/non-removable USB devices.
- **Tap into a wealth of information at your fingertips:** Immediately see which devices are used in your environment and how they are being used at a glance via usage dashboards. Falcon Insight XDR paired with Falcon Device Control provides insight into processes executed from USB storage, users and hosts where USB devices were used.

Key Benefits

Mitigate risks associated with USB devices, including source code exfiltration

Gain automatic visibility into USB device usage

Control device usage with precision

Implement and manage policies without hassle



Falcon Device Control

- **Gain immediate and powerful search capabilities:** Falcon Device Control provides fast and powerful search capabilities. Examine your environment for vital information such as the devices used on a specific machine. Hunt through extended file metadata and source code ML detections for data loss and exfiltration activities. When used with Falcon Insight XDR, search expands to include historical logs of device usage or blocking.
- **Extend Falcon Insight XDR visibility:** Monitor files written to storage, giving you visibility into what's being copied to devices.

Precise and granular policy enforcement

- **Ensure strict policy enforcement:** Define device control policies for endpoint groups, and allowlist and blocklist devices by class, vendor, product serial number and/or specific device ID. Define device control policies for endpoints both on and offline.
- **See the impact of policies before implementing them:** Alerts and dashboards allow you to see how your policies will impact users before enabling enforcement.
- **Define granular policies for drives:** Allow read/write or read-only access, while blocking execution of applications on USB drives.
- **Automatically get device information for quick and easy policy creation and management workflows:** Falcon Device Control automatically obtains devices' vendor, class model and serial number, without requiring the use of external tools or device managers, allowing you to create policies for all devices being used in your environment.

Seamless integration with Falcon endpoint protection

- **One agent, one console, one platform:** Falcon Device Control is 100% cloud-managed and delivered via a single lightweight-agent architecture as part of the world's most advanced cloud-native platform.
- **Immediate implementation and management:** The Falcon platform's single lightweight-agent architecture delivers rapid and scalable deployment, superior protection and performance, reduced complexity and immediate time-to-value.

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Purpose-built in the cloud with a single lightweight-agent architecture, the Falcon platform delivers rapid and scalable deployment, superior protection and performance, reduced complexity and immediate time-to-value.

CrowdStrike: We stop breaches.

Follow us: [Blog](#) | [Twitter](#) | [LinkedIn](#) | [Facebook](#) | [Instagram](#)

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Empowers you with immediate USB device visibility and protection at your fingertips

You want your users to be able to use their portable devices without being exposed to the inherent risks. That's why Falcon Device Control provides the granular visibility and control needed to enable safe device usage, while leveraging the extensibility of the Falcon platform.

Provides visibility and granular control

Falcon Device Control provides visibility over USB device usage and granular control over utilization, for fast and easy mitigation of the risks associated with those devices.



Start Free Trial
of Next-Gen AV

Learn more at www.crowdstrike.com

Data Sheet

FALCON SPOTLIGHT

Providing immediate visibility to automate and prioritize vulnerability management processes

REAL-TIME VULNERABILITY MANAGEMENT AND PRIORITIZATION

CrowdStrike Falcon Spotlight™ provides an immediate, scanless solution for comprehensive vulnerability assessment, management and prioritization for IT analysts. Built on the CrowdStrike Falcon® platform, it offers vulnerability prediction and dynamic rating capabilities as well as intuitive reports, dashboards and filters to help your IT staff improve your security posture.

Using Falcon Spotlight, you can see the vulnerabilities exposed within your organization's environment and easily prioritize these with the Exploit Prediction Rating AI (ExPRT.AI) model. ExPRT.AI relies on a vast database of sources, including CrowdStrike's own threat intelligence, to enable you to more accurately prioritize vulnerabilities that are critical to your business. After you've prioritized your vulnerabilities and remediations, use the built-in integrations with the Falcon platform to deploy emergency patches, create custom dashboards to monitor your remediation efforts, and kick off external IT workflows with reports, integrations and APIs.

Powered by the CrowdStrike Security Cloud and world-class AI, Falcon Spotlight sits within the CrowdStrike Falcon Platform, leveraging the single lightweight-agent architecture. With Falcon Spotlight continuously monitoring for vulnerability exposures, IT staff will always have access to up-to-date information, with virtually no impact to your endpoints.

KEY BENEFITS

Automate assessment for vulnerabilities with the Falcon sensor on all of your endpoints, whether on or off the network

Shorten time-to-respond with real-time visibility into vulnerabilities and threats in your environment

Prioritize and predict which vulnerabilities are most likely to affect your organization with ExPRT rating

Use intuitive dashboards to get the vulnerability data that is relevant to your organization, or create custom dashboards

Bridge the gap between security and IT tools with always-available, on-demand vulnerability data and patching orchestration

Initiate emergency patching for critical vulnerabilities with native Falcon integrations

KEY CAPABILITIES

REDUCE VULNERABILITY PRIORITIZATION EFFORT

Falcon Spotlight is a dynamic vulnerability management solution equipped with intuitive dashboards and powerful filtering capabilities, enabling you to improve your organization's security posture by serving up the most relevant information. Dashboard capabilities include:

- **ExPRT rating:** Immediately prioritize which vulnerabilities are truly relevant to your organization with a dynamic rating that more accurately shows risk levels. The rating is adjusted according to a vast database of source data.
- **Exploit status:** Using integrated vulnerability exploit and threat intelligence, you can easily identify which vulnerabilities in your environment represent the greatest risk, and build reports and dashboards that keep track of these vulnerabilities.
- **Recommended remediations:** Ensure that your remediation efforts are reducing the most risk. Falcon Spotlight intelligently recommends the highest-impact patches to deploy, reducing the chances of deploying a superseded patch.
- **Installed patches:** Use the Installed Patches page to identify which patches are active across your environment, or which patches have been installed but are pending a reboot.

AUTOMATE VULNERABILITY ASSESSMENT

Take advantage of the Falcon platform and lightweight agent to eliminate the burden of lengthy, performance-impacting scans. With scanless technology, automated data collection and a real-time user interface, your IT staff gains a continuous, comprehensive picture of all endpoints in your organization — no more outdated reporting or long scans slowing down regular business processes.

IMPROVE SECURITY OPERATION EFFICIENCY

Streamline your vulnerability management program with custom dashboard features. Create and save custom filters so staff can quickly navigate and research critical issues. Use the custom team dashboards to share insights across your entire team, and set remediation timeframes to speed vulnerability resolution and increase your team's efficiency.

REDUCE OVERALL COMPLEXITY

Falcon Spotlight does not require an additional agent, and endpoints no longer need to use cumbersome hardware or weighty agents, or be on the network to be assessed. Falcon Spotlight is always on, seamlessly bridging the gap between vulnerability management and the rest of the Falcon platform, enriching threat detection and intelligence use cases. Simply select a vulnerability within the dashboard to see a wealth of data around threat actors, including threat intelligence reports and additional insights. Since all data is housed within the same console, analysts can pivot quickly to those vulnerabilities that show the most significant risk to resolve them first.

For hosts with critical vulnerabilities that need remediation instantly, IT staff can take advantage of emergency patching — it's a simple one-click action for Windows patch updates.

A SINGLE SOLUTION FOR CONTINUOUS VULNERABILITY ASSESSMENT AND MONITORING

Eliminate the need for cobbling together tools to get a complete vulnerability picture — Falcon Spotlight connects the dots, providing immediate visibility of your environment.

Tap into the full power of contextual data by using threat intelligence in conjunction with Falcon Spotlight.

Maintain business productivity with virtually no impact on any endpoint.

Speed up your search results with custom saved searches or universal search to filter results across the entire Falcon console.

Utilize the tight integration between the Falcon platform and other Falcon modules for additional in-depth research.



ABOUT CROWDSTRIKE

CrowdStrike Holdings, Inc. (Nasdaq: CRWD), a global cybersecurity leader, has redefined modern security with one of the world's most advanced cloud-native platforms for protecting critical areas of enterprise risk – endpoints and cloud workloads, identity and data.

Powered by the CrowdStrike Security Cloud, the CrowdStrike Falcon® platform leverages real-time indicators of attack, threat intelligence, evolving adversary tradecraft and enriched telemetry from across the enterprise to deliver hyper-accurate detections, automated protection and remediation, elite threat hunting and prioritized observability of vulnerabilities.

Purpose-built in the cloud with a single lightweight-agent architecture, the Falcon platform enables customers to benefit from rapid and scalable deployment, superior protection and performance, reduced complexity and immediate time-to-value.

CrowdStrike: We stop breaches.

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TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

10122 EMERGENCY MANAGEMENT

DEPT/AGENCY:

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB/AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 BD OF SELECTMEN APPROVED (2/1/24)	BOS Approved \$ Increase	BOS Approved % Increase
PERSONNEL COSTS									
51110	ADMINISTRATION	80,689	80,380		42,428	94,689	94,689	14,309	17.80%
51210	CLERICAL/TECHNICAL	3,393	3,640		9,707	33,591	33,591	29,951	822.83%
51240	DISPATCH EDUCATION INCENTIVE	1,200	2,300		1940	3,000	3,000	700	30.43%
51440	DISPATCH PERSONNEL	523,718	695,767	(15,000)	270,383	738,164	738,164	42,397	6.09%
51810	DISPATCH OVERTIME	197,921	134,547		67,562	120,829	120,829	(13,718)	-10.20%
51823	EMERGENCY PERSONNEL	0	1,800		0	1,800	1,800	0	0.00%
51830	TRAINING OVERTIME	11,248	7,335	15,000	13,661	24,000	24,000	16,665	227.20%
51920	FICA	60,626	70,722		29,949	78,304	78,304	7,582	10.72%
	SUBTOTAL	878,795	996,491	0	435,630	1,094,377	1,094,377	97,886	9.82%
SERVICES									
52010	ADVERTISING	200	200		0	200	200	0	0.00%
52020	POSTAGE	1	1,000		0	500	500	(500)	-50.00%
52030	PROFESSIONAL FEES	1,140	1,000		0	1,000	1,000	0	0.00%
52040	SERVICE CONT & REPAIR	44,733	36,941		3,657	43,480	43,480	6,539	17.70%
52050	DUES, CONF., & EDUCATION	13,431	21,933		4,998	21,039	21,039	(894)	-4.08%
52060	PRINTING	2	200		5	200	200	0	0.00%
52080	TELEPHONE	21,098	20,688		8,703	20,136	20,136	(552)	-2.67%
52300	TRAINING, EDUC & EMERG	259	2,600		92	2,600	2,600	0	0.00%
52370	DISPATCH CLOTHING ALLOWANCE	2,776	4,000		200	4,000	4,000	0	0.00%
52415	GENERATOR MAINTENANCE	4,689	6,200		1,545	6,200	6,200	0	0.00%
	SUBTOTAL	88,329	94,762	0	19,200	99,355	99,355	4,593	4.85%
MATERIALS & SUPPLIES									
53010	OFFICE SUPPLIES	293	250		0	250	250	0	0.00%
53020	OTHER SUPPLIES	996	1,030		403	1,030	1,030	0	0.00%
53090	FUELS & LUBRICANTS	612	1,030		231	750	750	(280)	-27.18%
53120	SHELTER SUPPLIES	0	600		0	600	600	0	0.00%
53130	RADIOLOGICAL SUPPLIES	254	400		0	400	400	0	0.00%
	SUBTOTAL	2,155	3,310	0	634	3,030	3,030	(280)	-8.46%
EQUIPMENT									
54120	DISPATCH CENTER EQUIPMENT	0	0		0	0	0	0	0.00%
	SUBTOTAL	0	0	0	0	0	0	0	0.00%
	DEPARTMENT TOTAL	969,279	1,094,563	0	455,464	1,196,762	1,196,762	102,199	9.34%

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: EMERGENCY MANAGEMENT



BUDGET FUNCTION

The Waterford Emergency Management Department is the managerial function charged with creating the framework within which the Town of Waterford reduces vulnerability to hazards and copes with disasters. The Emergency Management Department protects the community by coordinating and integrating all activities necessary to build, sustain, and improve the capability to mitigate against, prepare for, respond to and recover from threatened or actual natural disasters, acts of terrorism, or other man-made disasters. This is accomplished through partnerships and cooperation with surrounding towns, State and Federal agencies, as well as commercial organizations.

The Waterford Emergency Communications Center employs ten full-time dispatchers and three part-time dispatchers. The primary purpose of the Waterford Emergency Communications Center is to receive, process and disseminate information to police, fire, Waterford Ambulance Service, YNHH Lawrence + Memorial Hospital Paramedics and neighboring public safety agencies. The Waterford Emergency Communications Center is a 24 hours per day, 365 days per year operation that works with every Town of Waterford Department and the Board of Education. The Waterford Emergency Communications Center is in constant communication with Public Works crews and utility companies during storms. The Waterford Emergency Communications Center serves as the core of the Waterford Community-wide Emergency Action Plan and information center, and disseminates information to other Emergency Operations Centers within the Emergency Planning Zone (EPZ) surrounding Millstone Power Station.

The Waterford Emergency Management Department continues its partnerships with the City of New London, New London Port Area Marine Group, the Millstone nuclear power facility, the Connecticut Department of Emergency Management & Homeland Security (DEMHS), CT DEHMS Region IV, the Connecticut Department of Energy & Environmental Protection as well as several other government and non-governmental agencies.

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: EMERGENCY MANAGEMENT



FY2025 BUDGET SUMMARY

The proposed FY 2024/25 Emergency Management Department budget is \$1,197,042. This represents an increase of \$102,479 (9.3%) over the FY 2023/24 approved budget. Personnel costs represent 93.8% of the total budget while operations represents 6.2%. The majority of line items have no change or minimal change.

I prepared this fiscally conservative budget while limiting spending where able, moving funding where necessary and increasing funding only when required to meet department mandates.

The most significant changes to this year's proposed budget are shown in the table below:

UPSEU Contracted Wage Increase	2.5%
51110 Administration Increase	\$14,309
51210 Clerical/Technical	\$29,951
51440 Dispatch Personnel Increase	\$42,397
51920 FICA Increase	\$7,582
51810 Dispatch Overtime	-\$13,718
51830 Training Overtime	\$16,665

The proposed FY 2024/25 Emergency Management and Waterford Emergency Communications Center budget allows the Town of Waterford to maintain current Federal and State standards of acceptance. As the Town of Waterford has a nuclear power plant within its borders, the WECC must comply with required objectives from the Nuclear Regulatory Commission while being prepared for natural and storm related emergencies and disasters.

This budget represents three municipal responsibilities; Emergency Management, the Waterford Emergency Communications Center and some aspects of the Town-wide P25 radio system. The majority of costs for the Town-wide P25 radio system are for radio shelter expenses.

Series changes (up and down) are explained below:

51000 series – This series represents 93.8% of the Emergency Management budget. It is up 9.8% due to contractual raises and the assignment of a part-time Community Safety Educator to the department for 15 hours per week. Additionally the Emergency Management Director received an annual Non-Union Management Professionals' increase retroactively for FY 24 and upcoming for FY25.

52000 series – This series increased by \$4,593. Savings were realized in some areas and \$5,000 was added for the cost of alarm monitoring for ten town buildings.

53000 series – There were no changes to this series.

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: EMERGENCY MANAGEMENT**



DEPARTMENT METRICS

9-1-1 Calls

The Waterford Emergency Communications Center (WECC) handled 23,880 9-1-1 calls during FY23. That is an average of three 9-1-1 calls per hour for every hour of the year. This was down from the 26,128 9-1-1 calls received during FY22.

Police Dispatch

The WECC handled 32,653 routine and emergency calls for assignment to the police department in FY23. This was a slight decrease of 154 from FY22.

Fire/EMS Dispatch

The WECC handled 20,026 routine and emergency calls for assignment to fire/EMS in FY23. This was a slight decrease of 446 from FY22.

BUDGET EXPLANATIONS BY CATEGORY

51110 - ADMINISTRATION

\$14,309 increase – This position was removed from the Waterford General Government Administrators Union in FY24 and was changed to a Non-Union Management Professionals, department-head position. The salary was adjusted to reflect this change. There was also a Non-Union Management Professionals increase of 2.25% for FY24 that was not budgeted in FY24 as it was not enacted until December, 2023. There is a pre-approved 2.5% Non-Union Management Professionals increase for FY25. A portion of this salary is eligible for reimbursement through the Emergency Management Performance Grant (EMPG) program and the Nuclear Safety Emergency Program (NSEP). The reimbursement varies slightly each year; EMPG can be up to 25% and NSEP is 25%. These reimbursements go into the general fund.

51210 – CLERICAL/TECHNICAL

This line has increased by \$29,951. This increase is due to a contractual pay increase and the assignment of a part-time Community Safety Educator to the Emergency Management Department for 15 hours per week beginning partially in FY24.

51240-DISPATCH EDUCATION INCENTIVE

An amount of ten dollars (\$10.00) per annum per college credit shall be paid to any employee who successfully completed a course at an accredited college or university within the field of emergency communications provided that the employee has completed his/her probationary period and that payment under this provision shall not be made for more than one hundred and twenty (120) credits cumulative. There are currently two dispatchers with bachelor's degrees and one with an associate's degree.

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: EMERGENCY MANAGEMENT



51440 – DISPATCH PERSONNEL

\$42,397 increase – 6.09% increase due to contractual increases in the UPSEU Waterford Public Safety Dispatchers' Union collective bargaining agreement. This line item includes the salaries for ten (10) public safety dispatchers who operate the Emergency Communications Center. This includes annual increases as well as step increases and payouts for unused holiday time. Also included are part time dispatchers' wages. There are currently three fully trained part-time dispatchers. Part-time dispatchers are crucial to helping control over-time costs.

51810 – DISPATCH OVERTIME

\$13,718 decrease – This decrease is due to moving funding to Training Overtime to more accurately track where funding is being used. This line item is designed to provide funding to cover shifts, which are vacant because of authorized approved time off, and/or vacancies that have been created by resignations or retirements. There are currently two full-time vacancies. A selection/hiring process is underway to fill these two positions to bring the department to full staffing levels. Training for the new hires will not be complete until sometime in FY25.

51823 – EMERGENCY PERSONNEL

This line item is for emergency workers' salaries to attend and/or instruct emergency management education and training programs, assist during emergencies, participate in drills and emergency information data input. Some expenses under this line item are eligible for up to 100% reimbursement from the Nuclear Safety Emergency Fund.

51830 – TRAINING OVERTIME

\$16,665 Increase. This increase is due to moving funds from Dispatch Overtime to more accurately track where funding is used and for contractual pay increases. Training overtime is related to wages, which are paid at a time and a half rate for recertification training and other training that may be required for certification and for the replacement of dispatchers who attend training in lieu of their scheduled shift. The full-time and part-time dispatchers are required to have a minimum of 16 hours of training for Emergency Medical Dispatching (EMD), COLLECT, and CPR. The line allows for APCO in-service trainings, such as caller interrogation, crisis intervention, and active shooter. These trainings will help the dispatchers provide better customer service to residents and visitors to the Town of Waterford.

51920 – FICA

This amount is 7.65% of the total of all personnel in the 51000 series. This line increases with wage increases.

52010 - ADVERTISING

The amount requested will be used for placing emergency procedures, public information notices and legal ads. This line has not changed.

TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: EMERGENCY MANAGEMENT



52020 –POSTAGE

This amount is used for routine correspondence and mailings for the Emergency Management Department, Emergency Management Advisory Council and the Dispatch Center. This line is now also used for quarterly mailings to approximately 500 residents of town who are in the Emergency Management Department's "needs assistance" database and require assistance during emergencies and/or evacuations.

52030-PROFESSIONAL FEES

The Dispatch Center has been required to utilize outside professional resources that may include but is not limited to, psychologists, therapists, professional doctors, evaluators and consultants; all of whom perform tasks required by our agency. Language and document interpretation services are included in this section. Professional advice from training counselors is also commonplace. Dispatchers' physicals and confidential counseling is also taken from this line item.

52040 – SERVICE CONTRACT AND REPAIRS

\$6,539 increase – This increase is due to the addition of commercial alarm monitoring costs for ten town buildings. There is a savings to the town as the replacement of the town's alarm monitoring equipment would have cost tens of thousands of dollars and would require annual fees for maintenance and licensing. Some utilities also had slight increases.

52050 – DUES, CONFERENCES AND EDUCATION

This line item covers all conferences and training for the Communications Center and Emergency Management as well as the contractual requirement of college reimbursement.

52060 – PRINTING

This amount will be used for the items that cannot be printed in the town print room, such as but not limited to, poster size enlargements for the EOC with radiological and evacuation informational updates, and color Millstone zone maps, plow routes for DPW, and maps of all roadways for storm related incidents. Most expenses are eligible for up to 50% reimbursement under the state and local assistance program.

52080 – TELEPHONE

\$552 decrease - Covered in this line item for the Dispatch Center, Emergency Management Office and the Emergency Operations Center are the routine telephone expenses for business telephones, remote lines that connect radio equipment in town; computer lines, cellular phones, and (1) T1line for the 800mhz Radio System. This line item was determined by reviewing the past 24 months billing.

52300 – TRAINING, EDUCATION & EMERGENCIES

Included in this line item is participation in the annual Millstone rehearsal and exercise. Additionally, the town is under a Federal Mandate contained within the Superfund Amendments Authorization Act 1986 (SARA) Title III to participate in an annual hazardous materials emergency exercise. This line item is also used for any type of emergency that may occur such as, but not limited to, blizzards, hurricanes

**TOWN OF WATERFORD
FY2025 BUDGET REQUEST
DEPARTMENT: EMERGENCY MANAGEMENT**



or flooding, as well as any expenditure necessary relating to the preparation, mitigation, response and recover of any emergency. Also included are funds for personnel to attend and/or purchase supplies for Emergency Management Education and Training Programs, emergency information data input and the development, supplies and training of a CERT (Citizens Emergency Response Team) unit. Some expenses under this line item are eligible for up to 100% reimbursement from the Nuclear Safety Fund.

52370 – DISPATCH CLOTHING ALLOWANCE

This line is used to supply uniforms to dispatchers. The Town is required by the CBA to provide each full-time dispatcher three (3) long sleeved uniform shirts and three (3) short-sleeved uniform shirts, and two (2) sweatshirts. On a fiscal year basis and upon presentation of valid receipts, the Town will reimburse the full-time dispatchers for uniform style pants and work shoes, not to exceed a total of two hundred dollars (\$200).

52415 – GENERATOR MAINTENANCE

No change. A number of emergency generators provide electrical power to certain town facilities during extended power outages. Emergency Management has 2 portable generators, 5 generators located at the tower sites and 5 back-up generators for the 800 MHz Radio System.

53010 – OFFICE SUPPLIES

This line is based on prior year history and current year projections and there was no increase.

53020 – OTHER SUPPLIES

This line remains unchanged. Included in this line item are funds for Info-USA cross reference directories, which are used as a reference to maintain the town residents' database. The other portion of the requested amount is used to purchase protective gear for emergency workers and easily identifiable emblems, etc., to be kept on hand for use during an emergency and miscellaneous items for the Dispatch Center including: cleaning pads, equipment, etc. Some items are eligible for up to 50% reimbursement through the EMPG program.

53090 – FUELS & LUBRICANTS

No change. This line item covers gas for the Emergency Management vehicle, the radio shelters and emergency generators.

53120 – SHELTER SUPPLIES

This line remains unchanged. This request represents the amount needed to increase and maintain the readiness level of supplies required to adequately equip a shelter/pet shelter for an evacuation within the town, such as for a storm-related emergency condition. It will be used to purchase the necessary items that must be kept on hand. Perishable food products and consumable items such as disposable pillowcases are replaced at the end of each fiscal year.

53130 – RADIOLOGICAL SUPPLIES

This line remains unchanged. This line item is used to purchase radiological monitors, warning and evacuation signs and equipment, protective clothing and decontamination supplies.

FY 2025 ANNUAL BUDGET

DEPT/AGENCY:

10122 EMERGENCY MANAGEMENT

LINE ITEM		COLUMN 1 2022/23 ACTUAL EXPENDED	COLUMN 2 2023/24 R.T.M. APP.	COLUMN 3 2022/23 TRANSERS ADD.	COLUMN 4 ACTUAL EXPENDED 11/30/2023	COLUMN 5 2024/25 DEPT/AGY REQUEST	COLUMN 6 2024/25 APPR BD/SEL
10222	DESCRIPTION						
51000	PERSONNEL COSTS						
51110	ADMINISTRATION	80,689	80,380	2,100	36,227	94,689	
51210	CLERICAL/TECHNICAL	3,393	3,640		7,875	33,591	
51240	DISP. EDUCATION INCENTIVE	1,200	2,300		1,940	3,000	
51440	DISPATCH PERSONNEL	523,718	695,767	(73,000)	238,895	738,164	
51810	DISPATCH OVERTIME	197,921	134,547	68,000	61,434	120,829	
51823	EMERGENCY PERSONNEL	0	1,800		0	1,800	
51830	TRAINING OVERTIME	11,248	7,335	5,000	13,567	24,000	
51920	FICA	60,626	70,722		26,551	78,304	
SUB-TOTAL			996,491			1,094,377	0
62000	SERVICES						
52010	ADVERTISING	200	200		0	200	
52020	POSTAGE	1	1,000		0	500	
52030	PROFESSIONAL FEES	1,140	1,000	140	0	1,000	
52040	SERV. CONT. & REPAIRS	44,733	36,941	5,840	3,461	43,480	
52050	DUES, CONF. & EDUCATION	13,431	21,933	(3,640)	4,998	21,039	
52060	PRINTING	2	200		5	200	
52080	TELEPHONE	21,098	20,688		8,703	20,136	
52300	TRAINING, EDUC & EMERG	259	2,600	(2,340)	92	2,600	
52370	DISP. CLOTHING ALLOWANCE	2,776	4,000		200	4,000	
52415	GENERATOR MAINTENANCE	4,689	6,200		1,545	6,200	
SUB-TOTAL			94,762			99,365	0
53000	MATERIALS & SUPPLIES						
53010	OFFICE SUPPLIES	293	250	43	0	250	
53020	OTHER SUPPLIES	996	1,030		403	1,030	
53090	FUEL & LUBRICANTS	612	1,030	(43)	181	750	
53120	SHELTER SUPPLIES	0	600		0	600	
53130	RADIOLOGICAL SUPPLIES	254	400		0	400	
SUB-TOTAL			3,310			3,030	0
DEPARTMENT TOTAL			1,094,563			1,196,762	0

TOWN OF WATERFORD
PERSONNEL WORKSHEET - 22 EMERGENCY MANAGEMENT
2024-2025 FISCAL YEAR

LINE 51920

DATE OF HIRE	EMPLOYEE	HOURS WORKED/ WEEK	HOURLY RATE FY25	SALARY 2023/2024	SALARY 2024/2025	LONGEVITY FY25	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A.)
51110 - ADMINISTRATION								
04/06/2020	Director	40	N/A	88,149.94	94,688.46	N/A	94,688.46	7,243.67
	TOTALS			88,149.94	94,688.46	0.00	94,688.46	7,243.67
51210 - CLERICAL TECHNICAL								
1/26/2009	Community Safety Educator-37.5%	15	N/A	23,009.81	29,312.78	\$ 440.00	29,752.78	2,276.09
07/10/1996	Secretary/Clerk	2.5	\$ 29,525.6	3,639.86	3,838.33	N/A	3,838.33	293.63
	TOTALS			26,649.67	33,151.11	440.00	33,591.11	2,569.72
51240 - DISPATCH EDUCATION INCENTIVE								
	Dispatchers - max \$1200 ea.		N/A	1,940.00	3,000.00	N/A	3,000.00	229.50
	TOTALS			1,940.00	3,000.00	0.00	3,000.00	229.50
51440 - DISPATCH PERSONNEL								
10/02/19	Dispatcher II	40	\$ 33.8296	65,941.20	70,365.60	N/A	70,365.60	5,382.97
05/22/17	Dispatcher	40	\$ 37.3732	75,545.60	77,736.24	N/A	77,736.24	5,946.82
01/16/20	Dispatcher	40	\$ 35.4794	68,515.20	73,797.12	N/A	73,797.12	5,645.48
02/20/20	Dispatcher	40	\$ 32.0777	62,150.40	66,721.68	N/A	66,721.68	5,104.21
02/22/21	Dispatcher	40	\$ 30.7478	60,560.00	63,955.44	N/A	63,955.44	4,892.59
07/25/22	Dispatcher	40	\$ 30.7478	60,503.20	63,955.44	N/A	63,955.44	4,892.59
10/31/22	Dispatcher	40	\$ 29.2822	56,874.80	60,906.96	N/A	60,906.96	4,659.38
01/17/23	Dispatcher	40	\$ 29.0964	56,388.80	60,520.56	N/A	60,520.56	4,629.82
VACANT	Dispatcher	40	\$ 27.8969	56,388.80	58,025.52	N/A	58,025.52	4,438.95
VACANT	Dispatcher	40	\$ 27.8969	56,388.80	58,025.52	N/A	58,025.52	4,438.95
05/15/1997	PT Dispatcher	8	\$ 27.5600	11,464.96	11,509.06	N/A	11,509.06	880.44
07/01/2019	PT Dispatcher	16	\$ 27.5600	22,929.92	23,018.11	N/A	23,018.11	1,760.89
09/06/22	PT Dispatcher	8	\$ 25.0000	10,400.00	10,440.00	N/A	10,440.00	798.66
	TOTALS			664,051.68	698,977.25	0.00	698,977.25	53,471.75
51823 - EMERGENCY PERSONNEL								
	as needed		N/A	0.00	1,800.00	N/A	1,800.00	137.70
	TOTALS			0.00	1,800.00	0.00	1,800.00	137.70
51830 - TRAINING OVERTIME								
			N/A	24,000.00	24,000.00	\$ -	24,000.00	1,836.00
	TOTALS			24,000.00	24,000.00	0.00	24,000.00	1,836.00
51810 - OVERTIME								
51910 - FRINGE / F.I.C.A.				145,967.00	149,615.00	0.00	149,615.00	11,445.55
	TOTALS			950,758.29	1,005,231.82	440.00	1,005,671.82	76,933.89
	BUDGET TOTAL W/F.I.C.A						1,082,605.71	

WORKDAYS 2024/2025 261 WEEKS TO BUDGET 52.2



**TOWN OF WATERFORD
PART TIME, OVERTIME & TRAINING OVERTIME WORKSHEET - EMERGENCY MANAGEMENT DEPARTMENT
2024/2025 FISCAL YEAR**

LINE ITEM	ACCOUNT NAME	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL	2023-24 RTM APPROVED	2023/24 ACTUAL TO DATE	2024/25 PROPOSED	% INCREASE/ (DECREASE)
51440	PART TIME DISPATCHERS								
			Included in Full-Time Actuals			37,960	37,960	44,967	18.46%
LINE ITEM	ACCOUNT NAME	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL	2023-24 RTM APPROVED	2023/24 ACTUAL TO DATE	2024/25 PROPOSED	% INCREASE/ (DECREASE)
51810	DISPATCH OVERTIME	238,018	131,587	143,370	197,921	134,547	61,433	132,950	-1.19%

LINE ITEM	ACCOUNT NAME	2019/20 ACTUAL	2020/21 ACTUAL	2021/22 ACTUAL	2022/23 ACTUAL	2023-24 RTM APPROVED	2023/24 ACTUAL TO DATE	2024/25 PROPOSED	% INCREASE/ (DECREASE)
51830	TRAINING OVERTIME	2,220	2,717	1,696	11,247	7,335	13,567	24,000	227.20%

**HOURLY OVERTIME
RATE HOURS**

1	DISPATCHER II PS-05 STEP 3	50.74	28
1	DISPATCHER I PS-04 STEP 7	56.06	28
1	DISPATCHER I PS-04 STEP 5/6	48.12	28
1	DISPATCHER I PS-04 STEP 3/4	46.12	28
2	DISPATCHER I PS-04 STEP 3/4	45.82	28
1	DISPATCHER I PS-04 STEP 2	43.92	28
1	DISPATCHER I PS-04 STEP 1/2	43.64	28
2	DISPATCHER I PS-04 STEP 1	41.85	28
TOTAL		1,420.72	12,990.32

PART-TIME

1	27.56
2	27.56
3	25.00

Total 12,990.32



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**TOWN OF WATERFORD
PROPOSED REVENUE BY DEPARTMENT
GENERAL FUND
2024-2025 FISCAL YEAR**

All revenues from each department must be listed in the following categories. Please add any revenue lines that are not listed below.

DEPARTMENT: EMERGENCY MANAGEMENT

LINE ITEM	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 YTD	2024-2025 PROPOSED	VARIANCE
Alarm Monitoring					0
Alarm Penalties					0
Ambulance Subsidy	12,000	12,000	6,000	12,000	6,000
Beach Admission Fees					0
Benefit Assessments					0
Bulky Waste Fees					0
Civil Preparedness	40,686	23,403	0	20,000	20,000
Conveyance Tax					0
Copy Fees					0
East Lyme Animal Control Fee					0
Enhanced E 9-1-1	22,981	22,418	11,291	22,981	11,690
Fines/Penalties					0
Hazardous Household Waste					0
Inspection Fees					0
Interest/Lien Fees					0
Inter-Municipal Revenues	72,221	79,775	0	79,775	79,775
Miscellaneous					0
Permitting/Licensing Fees					0
Program/Registration Fees					0
Recording Fees					0
Regional Communications Fees	6,000	6,000	6,000	6,000	0
Rentals					0
Sale of Recyclables					0
State Operational Grants					0
Tipping Fees					0
Versa Kart/Blue Box Purchases					0
					0
					0
					0
					0
					0
TOTALS	153,888	143,596	23,291	140,756	117,465



**TOWN OF WATERFORD
PROPOSED REVENUE BY DEPARTMENT
SPECIAL REVENUE
2024-2025 FISCAL YEAR**

All revenues from each department must be listed in the following categories. Please add any revenue lines that are not listed below.

DEPARTMENT: Emergency Management

LINE ITEM	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 YTD	2023-2024 PROPOSED	VARIANCE
GRANTS (list anticipated individual grants below)					
EMPG	9,515	9,916	9,916	10,310	394
NSEP	30,972	19,653	62,417	75,944	13,527
					0
					0
					0
					0
DONATIONS (list individual donations below)					0
					0
					0
					0
					0
					0
					0
PROGRAM FEES (list anticipated revenue by program)					0
					0
					0
					0
					0
					0
					0
MISC					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
TOTALS	40,487	29,569	72,333	86,254	13,921



TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

10133 PUBLIC HEALTH NURSING SERVICE

DEPT/AGENCY:

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 BD OF SELECTMEN APPROVED (2/1/24)	BOS Approved \$ Increase	BOS Approved % Increase
CONTRACTED OUTSIDE AGENCIES									
58010	PUBLIC HEALTH NURSING	8,279	25,911		4,841	26,297	26,297	386	1.49%
	SUBTOTAL	8,279	25,911	0	4,841	26,297	26,297	386	1.49%
	DEPARTMENT TOTAL	8,279	25,911	0	4,841	26,297	26,297	386	1.49%

VISITING NURSE ASSOCIATION OF SOUTHEASTERN CONNECTICUT, INC.

BUDGET NARRATIVEs—TOWN OF WATERFORD

July 1, 2024- June 30, 2025

We annually estimate the expenditure for services for those residents who are uninsured and cannot afford to pay for care with their own fund. Our near-term and far-term plans are the same. We will continue to offer the clinics and services to the residents at the same level. As always, we will seek outside funds through a direct mail campaign and grant proposals to assist in providing visits to residents.

The budget for VNASC service is divided in two programs: clinic services and health promotion/indigent care. The hourly charge is \$87.15. This is an increase of \$4.15 per clinic hour (5%). The home health skilled visit charge is \$175 per nursing visit. We had to increase our rates as we are bound to collective bargaining agreements for our RN staff. Salaries and benefits have increased and are projected to increase again in the coming year. Salary and benefit increases were necessary due to the serious nursing shortage healthcare is experiencing at this time.

The VNA of Southeastern Connecticut is committed to providing healthcare services to the town at an appropriate level. Any reduction of the budget below the current level will result in fewer services to the residents. A reduction in services would be a decision made by Waterford's governing body.

The agency is a state-licensed, Medicare-certified, home care organization. VNASC is governed by a community board of directors and is an affiliate of L+M Healthcare and Yale New Haven Health. Our Board Chairperson is Shanna Reels.

Indigent Care/Health Promotion

VNASC has been holding blood pressure clinics at the Waterford AHEPA and the Community Center to promote wellness in the Waterford Community. We have also been holding foot clinics.

Home visits to residents at risk for handicapping conditions or hospitalizations are made under consultation with the family physician. A plan is established to assist the resident to remain safely at home,

Home healthcare services including nursing, therapies, home health aide and social workers are provided under a plan of care when the resident is uninsured or underinsured and meets the financial criteria for free or subsidized care.

There is a continued need for assistance with care for those who are struggling to stay independent at home. The need for free care has reduced in the past few years due to the greater use of CT expanded Medicaid. At this time it is unknown whether the expansion will continue.

Visiting Nurse Association of Southeastern Connecticut

Proposed Service for the Town of Waterford

July 1, 2024 - June 30, 2025

Program	Estimated Units	Estimated Cost	Service	Program Cost
Screening Clinics/Health Ed	24 hours	\$87.15 /hour	Nurse Managed Clinics	\$2,091.60
Community Center Hours (Senior Center)	69 hours	\$87.15 /hour	Nurse Managed Clinic	\$6,013.35
Foot Clinics AHEPA	24 hours	\$87.15/hour	Nurse Managed Clinic 4 hours every other month	\$2,091.60
Homecare for the indigent	As needed not to exceed budget	\$175/Visit	Skilled Home Health Visits	\$16,100.00

Total Request \$ 26,296.55

Town of Waterford
Proposed July 2024 - June 2025 Budget
and year over Year Actuals

Description	2021 - 2022 Actual	2022 - 2023 Budget	2022 - 2023 Projected Actual	2023 - 2024 Proposed Budget	2024 - 2025 Proposed Budget
Public Health Nursing	\$ 22,655.00	\$ 26,000.00	\$ 22,922.00	\$ 25,911.00	\$ 26,296.55

LAWRENCE MEMORIAL CORPORATION AND SUBSIDIARIES

Consolidating Balance Sheet

September 30, 2023

(in thousands)

Assets

Current assets:
Cash and cash equivalents
Short-term investments
Patient receivables
Other assets
Total current assets
Assets limited as to use
Long-term investments
Other assets
Right of use assets
Property, plant, and equipment, net
Goodwill
Total assets

	Lawrence Memorial Hospital	Lawrence Memorial Corporation	L&M Systems	VNA of Southeastern Connecticut, Inc.	Westerly Hospital	Westerly Foundation	L&M HomeCare	Eliminations	Total
\$	12,570	—	—	148	1,162	3,177	6,704	—	23,761
	6,431	47,182	—	8,445	630	5,432	—	—	68,120
	68,605	—	—	1,177	15,679	—	—	—	85,461
	95,215	64	—	942	12,900	301	194	(64,917)	44,699
	182,821	47,246	—	10,712	30,371	8,910	6,898	(64,917)	222,041
	8,367	19,281	—	17,531	5,352	—	—	(19,281)	31,250
	20,739	158	—	—	4,840	32	—	—	25,769
	13,455	—	—	—	—	132	—	(11,147)	2,440
	5,518	—	—	—	325	—	—	—	5,843
	197,173	5,323	—	2,588	47,590	—	—	—	252,674
	—	12,162	—	—	—	—	—	—	12,162
\$	428,073	84,170	—	30,831	88,478	9,074	6,898	(95,345)	552,179

LAWRENCE MEMORIAL CORPORATION AND SUBSIDIARIES

Consolidating Balance Sheet

September 30, 2023

(In thousands)

	Lawrence Memorial Hospital	Lawrence Memorial Corporation	L&M Systems	VNA of Southeastern Connecticut, Inc.	Westerly Hospital	Westerly Foundation	L&M Homecare	Eliminations	Total
Liabilities and Net Assets									
Current liabilities:									
Accounts payable and accrued expenses	\$ 53,643	8	29	1,613	79,751	1,920	126	(64,917)	72,173
Current portion of long-term debt	23,605	—	—	—	—	—	—	—	23,605
Operating lease liability – short term	1,146	—	—	—	225	—	—	—	1,371
Other liabilities	7,065	—	—	—	34	—	—	—	7,099
Total current liabilities	85,459	8	29	1,613	80,010	1,920	126	(64,917)	104,248
Long-term debt, net of current portion and deferred financing costs	44,450	—	—	—	—	—	—	—	44,450
Accrued pension and postretirement benefit obligations	2,250	—	—	—	—	—	—	—	2,250
Operating lease liability – long term	4,371	—	—	—	100	—	—	—	4,471
Other liabilities	10,508	—	—	486	13,609	6	—	(11,147)	13,462
Total liabilities	147,038	8	29	2,099	93,719	1,926	126	(76,064)	168,881
Net assets (deficiency):									
Net assets without donor restrictions	245,114	84,162	(29)	28,596	(15,421)	6,225	6,772	(19,281)	336,138
Net assets with donor restrictions	35,921	—	—	136	10,180	923	—	—	47,160
Total Lawrence Memorial Corporation & Subsidiaries net assets (deficiency)	281,035	84,162	(29)	28,732	(5,241)	7,148	6,772	(19,281)	383,298
Total liabilities and net assets	\$ 428,073	\$ 84,170	\$ —	\$ 30,831	\$ 88,478	\$ 9,074	\$ 6,898	\$ (95,345)	\$ 552,179

See accompanying notes to consolidated financial statements.

LAWRENCE MEMORIAL CORPORATION AND SUBSIDIARIES

Consolidating Statement of Operations and Changes in Net Assets

Year ended September 30, 2023

(In thousands)

	Lawrence Memorial Hospital	Lawrence Memorial Corporation	L&M Systems	VNA of Southeastern Connecticut, Inc.	Westerly Hospital	Westerly Foundation	L&M Homecare	Eliminations	Total
Net assets without donor restrictions:									
Patient service revenue	\$ 451,562	—	—	8,096	124,259	—	—	—	583,917
Other revenue	20,538	3	—	4,203	1,449	—	—	(2,100)	24,993
Total operating revenue	472,100	3	—	12,299	125,708	—	—	(2,100)	608,010
Operating expenses:									
Salaries and benefits	212,298	—	—	13,701	63,166	155	—	—	289,320
Supplies and other	237,945	—	—	1,424	76,799	163	96	(2,100)	314,327
Depreciation and amortization	10,387	—	—	163	4,600	—	—	—	15,150
Insurance	5,900	—	—	213	1,436	—	—	—	7,549
Interest	2,434	—	—	—	—	—	—	—	2,434
Total operating expenses	468,964	—	—	15,501	146,001	318	96	(2,100)	628,780
Income (loss) from operations	3,136	3	—	(3,202)	(20,293)	(318)	(96)	—	(20,770)
Nonoperating gains (losses), net:									
Income from investments, donations and other, net	1,646	2,871	—	2,156	273	1,015	730	—	8,691
Pension cost other than service cost, net	223	—	—	—	—	—	—	—	223
Total nonoperating gains, net	1,869	2,871	—	2,156	273	1,015	730	—	8,914
Excess (deficiency) of revenue over expenses	5,005	2,874	—	(1,046)	(20,020)	697	634	—	(11,856)
Other changes in net assets without donor restrictions:									
Other	(3)	—	—	—	104	—	—	—	101
Net assets released from restrictions for purchases of property, plant and equipment	301	—	—	—	—	610	—	—	911
Pension and postretirement related changes other than net periodic benefit cost	1,738	—	—	—	—	—	—	—	1,738
Changes in net assets without donor restrictions	7,041	2,874	—	(1,046)	(19,916)	1,307	634	—	(9,106)

LAWRENCE MEMORIAL CORPORATION AND SUBSIDIARIES
Consolidating Statement of Operations and Changes in Net Assets

Year ended September 30, 2023

(In thousands)

	Lawrence Memorial Hospital	Lawrence Memorial Corporation	L&M Systems	VNA of Southeastern Connecticut, Inc.	Westerly Hospital	Westerly Foundation	L&M Homecare	Eliminations	Total
Net assets with donor restrictions:									
Income from investments	\$ 479	—	—	1	71	—	—	—	551
Net realized and unrealized losses on investments	2,087	—	—	2	(4)	—	—	—	2,085
Bequests and contributions	3,405	—	—	25	203	200	—	—	3,833
Net assets released from restrictions for purchases of property, plant and equipment	(301)	—	—	—	—	(610)	—	—	(911)
Net assets released from restrictions for operations	(1,492)	—	—	(2)	(92)	—	—	—	(1,586)
Net assets released from restrictions for clinical programs	(130)	—	—	—	(223)	—	—	—	(353)
Other	328	—	—	—	396	15	—	—	739
	<u>4,367</u>	<u>—</u>	<u>—</u>	<u>26</u>	<u>351</u>	<u>(395)</u>	<u>—</u>	<u>—</u>	<u>4,349</u>
Change in net assets with donor restrictions:									
Increase (decrease) in net assets	11,408	2,874	—	(1,020)	(19,565)	912	634	—	(4,757)
Net assets (deficiency) at beginning of year	269,627	81,288	(29)	29,752	14,324	6,236	6,138	(19,281)	388,055
Net assets (deficiency) at end of year	<u>\$ 281,035</u>	<u>\$ 84,162</u>	<u>(29)</u>	<u>28,732</u>	<u>(5,241)</u>	<u>7,148</u>	<u>6,772</u>	<u>(19,281)</u>	<u>\$ 393,298</u>

See accompanying notes to consolidated financial statements.