

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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**THE BOARD OF SELECTMEN SPECIAL BUDGET MEETING
AGENDA**

Tuesday, February 3, 2026

4:00 PM

Waterford Town Hall

PROCEDURE: The Board of Selectmen will hear budget requests in accordance with the below agenda for the Budget meeting, which begins at 4:00pm:

The Board of Selectmen to consider and act on the following proposed budgets and at the appropriate time forward to the Board of Finance for its consideration of and action on the FY27 Budgets:

- A. Call to Order & Roll Call:**
- B. Pledge of Allegiance**
- C. Public Comment:**
- D. Consider and act on the following budget requests:**

1. **Tax Collector** - To consider and act on the proposed FY27 Tax Collector budget request in the amount of \$233,609.
2. **Assessor** - To consider and act on the proposed FY27 Assessor budget request in the amount of \$351,260.
3. **Board of Assessment Appeals** - To consider and act on the proposed FY27 Board of Assessment Appeals budget request in the amount of \$5,693.
4. **Human Resources Department** - To consider and act on the proposed FY27 Human Resources Department budget request in the amount of \$256,477.
5. **Legal Department**- To consider and act on the proposed FY27 Legal Department budget request in the amount of \$295,000.
6. **Registrars of Voters** – To consider and act on the proposed FY27 Registrars of Voters budget request in the amount of \$119,293.
7. **Board of Selectmen** - To consider and act on the proposed FY27 Board of Selectmen budget request in the amount of \$207,470.

- E. Recess:**

RECEIVED FOR RECORD
WATERFORD, CT
2026 JAN 21 P 1:48
ATTEST: *[Signature]*
TOWN CLERK

**TOWN OF WATERFORD
GENERAL FUND EXPENDITURES
2026-2027 PROPOSED BUDGET**

DEPT/AGENCY:

DEPARTMENTAL SUMMARY

LINE ITEM	DESCRIPTION	2024-2025 ACTUAL EXPENDED	2025-2026 RTM APPROP.	2025-2026 ADDITIONAL / TRANSFERS (1/1/26)	ACTUAL EXPEND & ENCUMB AS OF 1/1/26	2026-2027 DEPT/ AGENCY REQUEST	Department Request \$ Increase	Department Request % Increase
GENERAL GOVERNMENT:								
10101	BOARD OF SELECTMEN	195,254	206,402	0	98,702	207,470	1,068	0.52%
10102	REGISTRARS OF VOTERS	124,596	121,255	0	61,004	119,293	(1,962)	-1.62%
10103	BOARD OF FINANCE	85,342	83,608	0	53,370	86,406	2,798	3.35%
10104	ASSESSOR	311,197	319,641	0	154,921	351,260	31,619	9.89%
10105	BD. OF ASSESSMENT APPEALS	1,271	1,829	0	226	5,693	3,864	211.26%
10106	TAX COLLECTOR	216,940	227,817	0	109,910	233,609	5,792	2.54%
10107	FINANCE DEPARTMENT	761,497	784,326	0	431,364	805,507	21,181	2.70%
10108	LEGAL DEPARTMENT	286,169	295,000	0	291,458	295,000	0	0.00%
10109	TOWN CLERK	260,585	272,301	0	122,720	271,688	(613)	-0.23%
10110	PLANNING & ZONING	660,450	695,016	0	314,468	699,654	4,638	0.67%
10111	BUILDING MAINTENANCE	1,152,391	1,020,000	0	669,801	1,217,876	197,876	19.40%
10112	INSURANCE	4,849,536	5,604,561	0	3,611,694	5,947,106	342,545	6.11%
10113	ECONOMIC DEVELOPMENT COMM	9,191	25,352	0	9,462	25,407	55	0.22%
10114	CONSERVATION COMMISSION	5,031	18,250	0	10,317	18,250	0	0.00%
10115	ZONING BOARD OF APPEALS	2,108	4,310	0	2,960	4,310	0	0.00%
10116	RETIREMENT COMMISSION	7,461,685	7,200,257	0	3,939,325	8,301,874	1,101,617	15.30%
10117	REPRESENTATIVE TOWN MTG.	17,085	17,403	0	15,652	17,802	399	2.29%
10118	BUILDING DEPARTMENT	264,700	321,515	0	111,881	355,537	34,022	10.58%
10119	YOUTH & FAMILY SERVICES	289,113	307,435	0	113,992	292,078	(15,357)	-5.00%
10120	SOC. SVC. GRANTS/MISC.	99,380	103,510	0	72,860	122,825	19,315	18.66%
10121	CONTINGENCY	263,706	265,000	0	7,113	285,000	20,000	7.55%
10122	EMERGENCY MANAGEMENT	1,086,655	1,230,035	0	521,510	1,270,180	40,145	3.26%
10123	FIRE SERVICES	3,618,796	3,958,130	88,640	1,874,316	4,345,218	387,088	9.78%
10129	POLICE DEPARTMENT	7,054,299	7,215,097	0	2,369,159	7,321,043	105,946	1.47%
10130	PUBLIC WORKS DEPARTMENT	4,705,872	5,154,902	0	2,320,484	5,312,218	157,316	3.05%
10132	CONSERVATION OF HEALTH	148,407	155,063	0	155,063	160,368	5,305	3.42%
10133	PUBLIC HEALTH NURSING SERV.	25,862	21,600	0	1,100	17,280	(4,320)	-20.00%
10135	SENIOR CITIZENS COMMISSION	524,333	523,586	0	266,193	528,682	5,096	0.97%
10136	WATERFORD PUBLIC LIBRARY	1,012,967	1,012,780	0	495,299	1,045,991	33,211	3.28%
10137	RECREATION & PARKS COMM.	1,487,357	1,535,328	0	824,869	1,608,405	73,077	4.76%
10141	FLOOD & EROSION CONTROL BD	327	1,109	0	168	1,104	(5)	-0.45%
10143	ETHICS COMMISSION	540	900	0	526	900	0	0.00%
10145	HUMAN RESOURCES DEPT.	224,945	244,204	0	143,365	256,477	12,273	5.03%
10147	INFORMATION TECHNOLOGY	1,203,901	1,214,796	0	1,003,971	1,380,069	165,273	13.61%
TOTAL GENERAL GOV'T OPERATIONS		38,411,488	40,162,318	88,640	20,179,223	42,159,310	1,996,992	4.97%
CAPITAL AND DEBT SERVICE:								
10138	CURRENT YEAR CAPITAL IMPR.	2,634,168	1,101,089		1,101,089	3,669,490	2,568,401	233.26%
10140	TRANS TO CAP & NON-REC.	4,296,312	773,264		773,264	816,971	43,707	5.65%
10139	DEBT SERVICE	8,109,746	7,964,500		7,354,264	7,922,996	(41,504)	-0.52%
TOTAL CAPITAL & DEBT SERVICE		15,040,226	9,838,853	0	9,228,617	12,409,457	2,570,604	26.13%
TOTAL TOWN (OPERATING, CAPITAL, DEBT)		53,451,714	50,001,171	88,640	29,407,840	54,568,767	4,567,596	9.13%
BOARD OF EDUCATION:								
10160	OPERATING BUDGET	57,500,835	59,828,308				(59,828,308)	-100.00%
TOTAL BOE OPERATIONS		57,500,835	59,828,308			0	(59,828,308)	-100.00%
TOTAL GENERAL FUND		110,952,549	109,829,479	88,640	29,407,840	54,568,767	(55,260,712)	-50.32%

TOTAL BOARD OF EDUCATION FUNDS BEING REQUESTED/PROPOSED

Operating (account 10160)	
Capital (accounts 10138 & 10140)	858,307
Fleet Management Plan	144,000
Debt Payments (account 10139)	6,506,701
Retirement (account 10116)	1,678,715
GRAND TOTAL BOE BUDGET	9,187,723

TOWN OF WATERFORD
GENERAL FUND
2026-2027 PROPOSED BUDGET

DEPT/AGENCY:

10106

TAX COLLECTOR

LINE ITEM	DESCRIPTION	2024-2025 ACTUAL EXPENDED	2025-2026 RTM APPROP.	2025-2026 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/26	2026-2027 DEPT/ AGENCY REQUEST	Department Request \$ Increase	Department Request % Increase
PERSONNEL COSTS								
51010	ELECTED OFFICIALS	89,688	90,805			91,940	1,135	1.25%
51210	CLERICAL/TECHNICAL	74,760	78,596			81,407	2,811	3.58%
51920	F.I.C.A	12,112	12,960			13,261	301	2.32%
	SUBTOTAL	176,560	182,361	0	0	186,608	4,247	2.33%
SERVICES								
52010	ADVERTISING	654	690			730	40	5.80%
52020	POSTAGE	8,752	11,000			11,000	-	0.00%
52030	PROFESSIONAL FEES	27,188	30,349			31,619	1,270	4.18%
52040	SERVICE CONT. & REPAIR	1,048	1,067			1,067	-	0.00%
52050	DUES, CONF. & EDUCATION	1,810	1,950			1,995	45	2.31%
	SUBTOTAL	39,452	45,056	0	0	46,411	1,355	3.01%
MATERIALS & SUPPLIES								
53010	OFFICE SUPPLIES	928	400			590	190	47.50%
	SUBTOTAL	928	400	0	0	590	190	47.50%
OFFICE EQUIPMENT								
54060	OFFICE EQUIPMENT	0	0			0	-	0.00%
	SUBTOTAL	0	0	0	0	0	-	0.00%
	DEPARTMENT TOTAL	216,940	227,817	0	0	233,609	5,792	2.54%



Tax Collector FISCAL YEAR 2027 BUDGET

WATERFORD TAX COLLECTOR

Functional Description of the Duties of the Tax Office

The purpose of the Tax Office is to bill and collect municipal real estate, business personal property, and motor vehicle taxes; conform to all state statutes for collection and reporting, as well as to provide information regarding taxes to taxpayers and various agencies upon demand. The office is responsible for the accuracy and legality of all steps in the billing, adjustment, collection, deposit, and reporting process.

The Grand List 2024 levy totaled \$104,077,869.51, an increase of \$3,976,159.52 or 3.97% compared to the GL 2023 levy. As of the end of FY 2025, the tax office had achieved an overall collection rate as follows:

Real Estate:	99.69%
Personal Property:	99.91%
Motor Vehicle:	97.77%
Motor Vehicle Supplemental:	93.73%
Total Collection Rate:	99.62%

State statutes govern the tax collection process almost entirely. Tax bill preparation and delivery, the collection calendar, collection procedures, interest rates, fees, and collection tools specified in the statutes, such as:

12-130 Failure to send or receive bill: Failure to send out or receive any such bill or statement shall not invalidate the tax
12-146 No tax installment shall be construed to be delinquent...if...the envelope containing such tax...bears a postmark showing a date within the time allowed by statute..

12-146 If any tax due...is not paid in full...the whole or such part as is unpaid...shall be subject to interest from the due date of such delinquent installment.

There is no provision in the statutes for a tax collector to waive interest except for a taxpayer who has received compensation under Chapter 968 as a crime victim.

The majority of the required billing information comes from the Assessor's Office, often in conjunction with the Connecticut Department of Motor Vehicles. The daily work necessitates a close working relationship with those offices as well as the Town Clerk, Finance Department, Town Treasurer, and various other agencies. The 2024 levy generated 33,938 tax bills: 9,606 real estate, 1,258 personal property, 20,714 motor vehicle bills and this year we started billing a portion of the supplemental (partial year) motor vehicle bills. In July, there were 2,260 supplemental motor vehicle bills. The remaining half will be billed in January.

A Look Ahead:

The Tax Office has no specific plans for capital requests or purchases and we are currently at a minimal staffing level. We continue to investigate options that will reduce overhead costs for the Town and for the taxpayers including, but not limited to, the most cost-efficient online payment opportunities and the new collection agency with which we have contracted.

FY 2027 BUDGET SUMMARY

The Fiscal Year 2027 total budget request is \$233,609, an increase of \$5,792 (2.54%) from the prior year. Personnel costs increased by \$4,247 (2.33%) and Services increased \$1,355 (3.01%) driven predominantly by an increase Quality Data Service tax billing services.

Personnel Cost: \$186,608

This is an increase of \$4,247 (2.33%).

Backup Page: 6-7

LI 51010 Elected Officials: \$91,940

At the 2/7/2022 meeting of the RTM, that body voted to increase the elected officials' salaries by the **lowest** of the following criteria:

1. The percentage increase of the CPI-U from July of the preceding fiscal year;
2. One-Half (50%) of the percentage increase approved for non-union management;
3. One point five percent (1.5%)

At the 12/1/2025 meeting of the RTM, salaries of the non-union managers were approved at a 2.5% increase thereby setting the salaries of elected officials at 1.25%.

LI 51210 Clerical/Technical: \$81,407

This is an increase of \$2,811 (3.58%). The salary for the Tax Office's full-time Accounts Receivable Clerk is determined by a negotiated contract between the Town and Local 1303-037. The increase of the full-time clerk is 2.35% and the increase of the non-union part-time clerk is 5.06%

The Town of Waterford has set the Seasonal Clerk wage scale at \$17.50 as of 7/1/2026. I have recalculated the necessary hours and days for our seasonal employee per the recommended budget amount from the Finance Department. There are 23 days necessary for this year's collection month. At the 100 hours (\$1750.00) calculated by Finance for the budget, this would limit the position to only 4 hour per day as opposed to the historical 5-hour day.

LI 51920 FICA: \$13,261

This is an increase of \$301 (2.32%). FICA is budgeted at 7.65% of all wages.

Services: \$46,411

This is an increase of \$1,355 (3.01%).

LI 52010 Advertising: \$730

State statute 12-145 requires publication of tax notices six times per year in a local newspaper: three times for each of the collection months. Rates are for publication in the Waterford Times. I have been in contact with The Day legal ad department and they are stating that the price will be increasing, therefore I am budgeting a 5.8% increase.

Tax Collector
Fiscal Year 2027
Town of Waterford

LI 52020 Postage: \$11,000

Postage rates have gone from \$0.55 (1/27/2019); \$0.58 (8/29/2012); \$0.60 (7/10/2022); \$0.63 (1/22/2023); \$0.66 (7/9/2023); \$0.68 (1/1/24); \$0.73 (7/1/24) and \$0.75 (10/25). I am using our new collection agency more for their delinquent mailings in order to mitigate some of the postage expense.

FY 2019	\$5,348	FY 2022	\$6,662	FY 2025	\$8752
FY 2020	\$5,552	FY 2023	\$7559		
FY 2021	\$4,874	FY 2024	\$9357		

July 2025	Metered Mail	\$441.17	
Actual	Postage	\$12.69	
Aug 2025	Metered Mail	\$2,894.40	DQ Statements
Actual	Postage	\$113.46	
Sept 2025	Metered Mail	\$1,837.26	Demands
Actual	Postage	\$107.88	PP Lien Notice
Oct 2025	Metered Mail	\$123.42	
Actual	Postage	\$10.23	
Nov 2024	Metered Mail	\$82.11	
	Postage	\$0.90	
Dec 2024	Metered Mail	\$214.74	
	Postage	\$0.90	
Jan 2025	Metered Mail	\$1,168.99	Postcards
	Postage	\$1.80	
Feb 2025	Metered Mail	\$1,342.33	DQ Statements
	Postage	\$69.30	
Mar 2025	Metered Mail	\$700.35	Demands
	Postage	\$16.20	
Apr 2025	Metered Mail	\$749.90	Lien Notices
	Postage	\$4.50	
May 2025	Metered Mail	\$57.96	
	Postage	\$2.70	
June 2025	Metered Mail	\$63.74	DQ Statements
	Postage	\$0.00	
		\$10,016.93	

LI 52030 Professional Fees: \$31,619

This is an increase of \$1,270.00 (4.18%).

I have included a year-to-year cost comparison and billing comparison for the Quality Data Services expenses in the backup.

I have eliminated the expenses for Invoice Cloud as we will be changing our online payment processor and that company does not charge those fees.

Quality Data Service – All Billing Services	\$31,323.51
Last year \$29,573.84 (Backup: Pages 15-17)	

This is an increase of \$1,749.67 (5.92%)

This year \$13,357.50 of software support moved to IT budget.
 Last year: \$12,760.00

DMV – Access DMV database for current address and registration information (Backup: Page 18)	\$250
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New Employee Background Check	\$45
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LI 52040 Service Contracts and Repairs: \$1067

This is for the lease payments on the Ricoh copier and copy fees based on usage.

Copier/Printer Lease		\$1067
Ricoh copier lease: \$77.23 per month	\$926.76	
Copy fees: \$0.007 per copy	\$140.00	

4 Year Average: \$142.45

2022: \$ 146.85
2023: \$ 127.19
2024: \$ 174.35
2025: \$ 121.41

Tax Collector
Fiscal Year 2027
Town of Waterford

LI 52050 Dues, Conferences and Education: \$1995

This amount covers state and local membership dues and state/regional association meetings. (Backup: Pages 19-24)

Dues:

Connecticut Tax Collectors' Association (CTx)	\$ 75
New London County Tax Collectors' Ass'n	\$ 40
Northeast Regional Tax Collectors & Treasurers Ass'n	\$ 40

Conferences:

Connecticut Tax Collectors' Association (CTx)	\$ 800
Northeast Regional Tax Collectors & Treasurers Ass'n	\$ 900
CTx Spring Meeting	\$ 70
CTx Fall Meeting	\$ 70

LI 53010 Supplies: \$ 590

Supplies that are specific to departments are now in each department's budget in addition to some supplies that are no longer in the Finance Department purview.
(Backup: Pages 25-27)

Toner for HP printer M402n (Printer @ Soullinda's Desk)	\$ 180
Receipt Paper for Validator (100 @ \$1.89)	
[Current purchase 120 rolls]	\$ 170
Validator Ribbons (20 @ \$6.99)	\$ 140
Miscellaneous Non-Finance Supplies	
Rubber Bands, Red Pens, Calendars, colored Sharpies, Pencils, Colored highlighters, Address Labels, canned air batteries etc.	\$ 100

FY 2021	70	18
FY 2022	80	16
FY 2023	80	20
FY 2024	80	20
FY 2025	120	25
FY 2026 ytd	120	10
8 Yr Average	90	18
Most Recent Costs	\$1.89	\$6.99

LI 54060 Office Equipment: \$0

TOWN OF WATERFORD
GENERAL FUND
 Revised 2026-2027 PROPOSED BUDGET

10106 TAX COLLECTOR

DEPT/AGENCY:	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	
LINE ITEM	2024/2025 ACTUAL EXPENDED	2025/2026 RIM APPROP.	2025/2026 ADD'L/ TRANSFERS	ACTUAL EXPEND. & ENCUMB. AS OF 1/1/26	2026/2027 DEPT/ AGENCY REQUEST	2026/2027 APPROVED BD/COMM.	Department Request % Increase
PERSONNEL COSTS							
51010 ELECTED OFFICIALS	89,688	90,805			91,940		1.25%
51210 CLERICAL/TECHNICAL	74,760	78,596			81,407		3.58%
51810 OVERTIME	0	0			0		
51920 F.I.C.A	12,112	12,960			13,261		2.32%
SUBTOTAL	176,559	182,361	0	0	186,608	0	2.33%
SERVICES							
52010 ADVERTISING	654	690			730		5.80%
52020 POSTAGE	8,557	11,000			11,000		0.00%
52030 PROFESSIONAL FEES	27,188	30,349			31,619		4.18%
52040 SERVICE CONT. & REPAIR	994	1,067			1,067		0.00%
52050 DUES, CONF. & EDUCATION	1,810	1,950			1,995		2.31%
SUBTOTAL	39,203	45,056	0	0	46,411	0	3.01%
MATERIALS & SUPPLIES							
53010 OFFICE SUPPLIES	958	400			590		47.50%
SUBTOTAL	958	400	0	0	590	0	47.50%
OFFICE EQUIPMENT							
54060 OFFICE EQUIPMENT	0	0			0		0.00%
SUBTOTAL	0	0	0	0	0	0	0.00%
DEPARTMENT TOTAL	216,720	227,817	0	0	233,609	0	2.54%

TOWN OF WATERFORD
PERSONNEL WORKSHEET - 06 TAX COLLECTOR
2026/2027 FISCAL YEAR

LINE 51920									
DATE OF HIRE	EMPLOYEE	HOURS WORKED/ WEEK	HOURLY RATE FY27	SALARY FY26	SALARY FY27	LONGEVITY FY27	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A.)	
51010 - ELECTED OFFICIAL									
1/12/2015	TAX COLLECTOR	40	N/A	90,804.30	91,939.35	N/A	91,939.35	7,033.36	
	TOTALS			90,804.30	91,939.35	0.00	91,939.35	7,033.36	
51210 - CLERICAL/TECHNICAL									
06/26/2024	ACCOUNTS RECEIVABLE CLERK	35	\$ 25.6982	45,871.10	46,950.65	N/A	46,950.65	3,591.72	
03/09/2015	ACCOUNTS RECEIVABLE CLERK	19	\$ 32.1730	31,129.75	31,909.13	N/A	32,705.46	2,501.97	
07/01/2022	SEASONAL CLERICAL	*LUMP 100	\$ 17.5000	1,700.00	1,750.00	N/A	1,750.00	133.88	
	TOTALS			78,700.85	80,609.78	0.00	81,406.11	6,227.57	
51810 - OVERTIME									
				0.00	0.00	0.00	0.00	0.00	
51910 - FRINGE/F.I.C.A.									
TOTALS		FY26 FICA	12,967.14	169,505.14	172,549.13	0.00	173,345.46	13,260.93	
BUDGET-TOTAL W/F.I.C.A.				182,472.29			186,606.39		

WORKDAYS 2026/2027 261

WEEKS TO BUDGET 52.2

Line Item	Description	2021-2022	2022-2023	2023-2024	2024-2025	2025-26
51010	ELECTED OFFICIALS	86,286	86,286	87,255	89,684	90,805
51210	CLERICAL/TECHNICAL	82,334	80,820	85,437	88,733	77,956
51810	OVERTIME	0	0	0	0	0
51920	F.I.C.A.	12,900	12,784	13,211	13,649	12,911
	SUBTOTAL	181,520	179,890	185,903	192,066	181,672
	SERVICES					
52010	ADVERTISING	700	675	675	655	690
52020	POSTAGE	6,000	6,000	7,500	8,300	11,000
52030	PROFESSIONAL FEES	22,214	21,399	22,270	27,919	30,349
52040	SERVICE CONT. & REPAIR	1,178	1,000	1,146	1,146	1,067
52050	DUES, CONF. & EDUCATION	195	895	945	1,875	1,950
	SUBTOTAL	30,287	29,969	32,536	39,895	45,056
	MATERIALS & SUPPLIES					
53010	OFFICE SUPPLIES	100	280	50	360	400
	SUBTOTAL	100	280	50	360	400
	OFFICE EQUIPMENT					
54060	OFFICE EQUIPMENT	0	0	0	0	0
	SUBTOTAL	0	0	0	0	0
	DEPARTMENT TOTAL	211,907	210,139	218,489	232,321	227,128
	Salary Increase	0.96%	0.00%	1.12%	2.28%	1.25%
					11 Year	14.39%

Line Item	Description	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
		68,339	70,877	72,501	75,040	76,835	77,757	79,382	79,382	80,109	81,711	83,754	85,262
51010	ELECTED OFFICIALS	81,301	81,044	65,041	65,317	67,340	68,929	70,287	72,959	73,107	73,373	78,192	77,769
51210	CLERICAL/TECHNICAL	1,417	900	897	789	821	816	949	798	399	280	297	0
51810	OVERTIME	11,557	11,691	10,591	10,799	11,093	11,286	11,523	11,715	11,752	11,885	12,412	12,478
51920	F.I.C.A.	162,614	164,512	149,030	151,945	156,089	158,788	162,141	164,854	165,367	167,249	174,655	175,509
	SUBTOTAL												
	SERVICES												
52010	ADVERTISING	970	1,200	1,252	1,056	1,086	1,050	1,176	1,146	1,101	1,101	1,128	700
52020	POSTAGE	5,910	6,063	5,637	5,791	5,949	6,334	6,028	6,100	5,500	5,500	5,500	6,000
52030	PROFESSIONAL FEES	18,100	20,700	23,175	23,833	18,304	19,286	13,835	28,688	30,058	30,290	20,764	21,832
52040	SERVICE CONT. & REPAIR	9,205	9,580	10,395	10,587	10,787	13,273	15,193	1,434	1,385	1,365	1,365	1,350
52050	DUES, CONF. & EDUCATION	326	171	326	326	326	326	726	726	775	415	675	685
	SUBTOTAL	34,511	37,714	40,785	41,593	36,452	40,269	36,958	38,094	38,819	38,671	29,432	30,567
	MATERIALS & SUPPLIES												
53010	OFFICE SUPPLIES	720	480	860	1,065	1,028	320	613	80	50	30	30	30
	SUBTOTAL	720	480	860	1,065	1,028	320	613	80	50	30	30	30
	OFFICE EQUIPMENT												
54060	OFFICE EQUIPMENT	0	1,200	0	0	400	410	200	200	0	1900	100	50
	SUBTOTAL	0	1,200	0	0	400	410	200	200	0	1900	100	50
	DEPARTMENT TOTAL	197,845	203,906	190,675	194,603	193,969	199,787	199,912	203,228	204,236	207,850	204,217	206,156

Line Item	Description	1999-2000	2000-2001	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09
		199-2000	2000-2001	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09
51010	ELECTED OFFICIALS	51,844	52,736	54,516	56,362	57,452	60,056	60,486	63,436	64,416	67,310
51210	CLERICAL/TECHNICAL	105,335	107,010	119,258	123,145	124,285	93,749	96,657	92,050	81,129	86,782
51810	OVERTIME	652	600	627	680	680	720	618	607	2,240	1,500
51920	F.I.C.A.	28,659	31,374	31,537	36,859	0	0	0	0	0	0
	SUBTOTAL	12,075	12,343	13,419	13,784	13,955	11,821	12,069	11,941	11,306	11,903
		198,565	204,063	219,357	230,830	196,372	166,346	169,830	168,034	159,091	167,495
SERVICES											
52010	ADVERTISING										
52020	POSTAGE	713	830	857	420	378	435	435	882	940	928
52030	PROFESSIONAL FEES	9,447	9,331	10,196	12,281	11,636	5,616	5,842	6,430	6,993	5,958
52040	SERVICE CONT. & REPAIR	800	1,050	1,200	1,350	1,550	15,420	16,870	15,713	18,078	18,400
52050	DUES, CONF. & EDUCATION	4,293	7,061	7,213	7,418	7,868	8,520	8,920	8,576	8,880	8,525
	SUBTOTAL	622	749	723	708	900	900	1,000	485	335	301
		38	50	50	50	50	50	50	776	146	146
		15,913	19,071	20,239	22,227	22,382	30,941	33,117	32,862	35,372	34,258
MATERIALS & SUPPLIES											
53010	OFFICE SUPPLIES										
	SUBTOTAL	7	0	0	0	0	0	0	1,000	1,100	750
		7	0	0	0	0	0	0	1,000	1,100	750
OFFICE EQUIPMENT											
54060	OFFICE EQUIPMENT										
	SUBTOTAL	315	0	0	0	0	0	0	0	1,113	0
		315	0	0	0	0	0	0	0	1,113	0
	DEPARTMENT TOTAL	315	0	0	0	0	0	0	0	1,113	0
		214,800	223,134	239,596	253,057	218,754	197,287	202,947	201,896	196,676	202,503
	DEPARTMENT TOTAL	214,800	223,134	239,596	253,057	218,754	197,287	202,947	201,896	196,676	202,503

**TOWN OF WATERFORD
PROPOSED REVENUE BY DEPARTMENT
2026-2027 FISCAL YEAR**

All revenues from each department must be listed in the following categories. If you find that this list is inadequate, please identify your specific type of revenue and list in the space below.

DEPARTMENT: TAX COLLECTOR

LINE ITEM	2023-2024 ACTUAL	2024-2025 ACTUAL	2025-2026 YTD THRU 11/30	2 Year Average	VARIANCE
Beach Admission Fees					
Benefit Assessments					
Bulky Waste Fees					
Conveyance Tax					0
Copy Fees					0
Fines/Penalties					0
Hazardous Household Waste					0
Inspection Fees					0
Interest	290,865	354,675	117,787	322,770	0
Lien Fees	2,952	3,048	1,152	3,000	0
Inter-Municipal Revenues					0
Investment Interest					0
Permitting/Licensing Fees					0
Program/Registration Fees					0
Recording Fees					0
Rentals					0
Sale of Equipment/Vehicles					0
Sale of Recyclables					0
State Operational Grants					0
Tax Collections-Current Year	96,078,023	98,014,510	77,995,850	97,046,267	0
Tax Collections - Prior Year	486,706	617,639	278,468	552,173	0
Versa Kart/Blue Box Purchases					0
Miscellaneous					0
Accurint (Personal Search)					0
NSF	2,275	2,450	2,035	2,363	
UCC Lien Fee	1,340	1,420	1,446	1,380	
Motor Vehicle Fees	23,164	22,819	18,192	22,992	
Warrant Fees					0
East Lyme Animal Control Fee					0
Eugene O'Neill Gate Receipts					0
Alarm Monitoring					0
Alarm Penalties					0
Enhanced E 9-1-1					0
Regional Communications Fees					0
					0
					0
					0
TOTALS	96,885,325	99,016,561	78,414,930	97,950,943	0

Collection Statistics												
FY	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
July	Real Estate 60.50%	59.20%	54.80%	55.84%	53.39%	57.62%	52.20%	59.27%	49.41%	61.16%	57.62%	59.69%
	Personal Prop 98.90%	97.80%	96.60%	97.24%	88.36%	87.58%	85.01%	85.51%	86.37%	86.76%	87.05%	98.79%
	Motor Vehicle 80.10%	72.70%	66.60%	69.24%	66.86%	66.19%	48.76%	66.64%	68.24%	65.20%	68.72%	70.96%
	MV Supp						Covid					59.46%
	Total	70.80%	68.90%	65.40%	66.52%	62.73%	65.48%	66.47%	60.39%	67.28%	66.18%	70.79%
August	Real Estate	61.50%	61.70%	61.70%	61.81%	61.72%	61.64%	62.59%	62.39%	65.11%	62.39%	62.60%
	Personal Prop	99.30%	99.20%	99.20%	99.34%	99.51%	99.61%	99.72%	99.24%	99.63%	98.41%	99.65%
	Motor Vehicle	86.50%	86.80%	87.00%	89.29%	90.07%	88.97%	90.41%	88.23%	88.50%	89.08%	88.59%
	MV Supp											81.94%
	Total	71.90%	71.70%	71.90%	72.28%	72.45%	72.35%	73.65%	73.75%	74.25%	73.50%	73.87%
September	Real Estate	61.70%	61.90%	61.90%	62.04%	62.35%	62.33%	63.09%	62.75%	65.29%	62.78%	62.87%
	Personal Prop	99.30%	99.40%	99.60%	99.41%	99.57%	99.81%	99.79%	99.32%	99.67%	99.82%	99.69%
	Motor Vehicle	90.40%	91.10%	92.10%	92.55%	92.45%	92.06%	93.59%	91.28%	91.75%	92.01%	91.71%
	MV Supp											87.72%
	Total	72.20%	72.10%	72.30%	72.62%	73.02%	73.03%	74.17%	74.20%	74.55%	74.28%	74.23%
October	Real Estate	62.00%	62.30%	62.10%	62.22%	62.60%	62.49%	63.59%	62.97%	65.51%	62.98%	63.11%
	Personal Prop	99.40%	99.50%	99.60%	99.53%	99.61%	99.87%	99.84%	99.90%	99.72%	99.84%	99.72%
	Motor Vehicle	92.10%	93.00%	93.60%	93.55%	93.85%	93.32%	95.34%	92.69%	93.39%	93.36%	93.23%
	MV Supp											89.23%
	Total	72.50%	72.40%	72.60%	72.81%	73.27%	73.21%	74.61%	74.56%	74.80%	74.49%	74.47%
November	Real Estate	62.20%	63.00%	62.5%	62.59%	63.20%	63.24%	63.19%	63.31%	65.91%	63.31%	63.51%
	Personal Prop	99.40%	99.60%	99.7%	99.63%	99.79%	99.89%	99.45%	99.93%	99.73%	99.85%	99.73%
	Motor Vehicle	93.10%	94.80%	95.2%	94.65%	95.48%	94.95%	94.00%	95.88%	94.25%	94.19%	94.24%
	MV Supp											90.17%
	Total	72.30%	73.10%	73.0%	73.15%	73.81%	73.86%	73.92%	74.27%	75.14%	74.76%	74.79%
December	Real Estate	71.00%	71.20%	71.01%	71.19%	71.30%	72.61%	72.54%	72.10%	73.66%	69.69%	
	Personal Prop	99.60%	99.60%	99.74%	99.64%	99.80%	99.89%	99.84%	99.92%	99.76%	99.83%	

Professional Fees Breakdown FY 2027 (QDS)

Professional Fees	FY 2027	FY 2026	Increase/Decrease	% +/-
QDS Software Support	\$8,557.50	\$8,150.00	\$407.50	5.00%
Qsearch-Tax Bill Web Hosting	\$3,360.00	\$3,200.00	\$160.00	5.00%
DRaaS-Cloud Service Backup	\$525.00	\$525.00	\$0.00	0.00%
Validator Hardware Maintenance	\$915.00	\$885.00	\$30.00	3.39%
	\$13,357.50	\$12,760.00	\$597.50	4.68%
Setup Charge	\$125.00	\$120.00	\$5.00	4.17%
June Real Estate Billing - Printing & Processing	\$1,540.00	\$1,463.00	\$77.00	5.26%
June Motor Vehicle Bills - Printing & Processing	\$3,724.00	\$3,564.40	\$159.60	4.48%
June Personal Property Bills - Printing & Processing	\$336.00	\$332.50	\$3.50	1.05%
June CASI & NCOA	\$95.00	\$90.00	\$5.00	5.56%
June Mailing Costs	\$2,700.00	\$2,619.50	\$80.50	3.07%
June QNest	\$500.00	\$475.00	\$25.00	5.26%
June EZ-Track USPS Tracking System	\$125.00	\$125.00	\$0.00	0.00%
June Mailing Envelopes, Preprinted (20,000)	\$1,100.00	\$1,007.50	\$92.50	9.18%
June Return Envelopes, Preprinted	\$1,150.00	\$1,057.88	\$92.12	8.71%
June First Class Postage	\$12,100.00	\$11,284.00	\$816.00	7.23%
June Insert (Brochure)	\$2,600.00	\$2,418.00	\$182.00	7.53%
December CASI & NCOA	\$95.00	\$90.00	\$5.00	5.56%
December MV Supp - Printing & Processing	\$714.00	\$678.30	\$35.70	5.26%
December Mailing Costs	\$344.25	\$331.50	\$12.75	3.85%
December EZ-Track USPS Tracking	\$65.00	\$60.00	\$5.00	8.33%
December Mailing Envelopes	\$140.25	\$127.50	\$12.75	10.00%
December Return Envelopes	\$146.63	\$133.88	\$12.75	9.52%
December First Class Postage	\$1,542.75	\$1,428.00	\$114.75	8.04%
December Insert (Brochure)	\$146.63	\$133.88	\$12.75	9.52%
Final Posted Rate Books	\$1,764.00	\$1,764.00	\$0.00	0.00%
Binding Final Posted Rate Books	\$270.00	\$270.00	\$0.00	0.00%
				Inc/Dec
Total	\$31,323.51	\$29,573.84	\$1,749.67	5.92%
	\$44,681.01	\$42,333.84	\$2,347.17	5.54%
Billing History (# of bills per type)				
Bill Type	GL 2024	GL 2023		
Real Estate	9,606	9,572		
Motor Vehicle	20,714	20,692		
Personal Property	1,258	1,240		
Motor Vehicle Supplemental (GL 2024 July Only)	2,360	3,236		
	33,938	34,740		



Quality Data Service, Inc.
121 Mattatuck Heights Rd
Waterbury, CT 06705

www.QDS.biz

Budget Letter 7/1/2026-6/30/2027

Date	Letter/Quot...
12/1/2025	2026-Q189

Name / Address

Waterford Tax Collector
Town Hall
15 Rope Ferry Rd.
Waterford, CT 06385

Ship To/Bill To

Description of Services

Est Qty Total

Software Services		
Annual Software Support Fee - Revenue Collection Software	1	8,557.50
Annual Subscription Fee - QSearch - Tax Records Web Hosting Service	1	3,360.00
Annual Hardware Maintenance Plan - Epson TMU675 validator	3	915.00
 Serial #: J9UG002545 Serial #: J9UF002529 Serial #: BMLG012104		
 DRaaS - Disaster recovery as a service	84	525.00
 Printing Services		
Setup Charge	1	125.00
Jun - Printing and Processing RE Bills Including Banks	5,500	1,540.00
Jun - Printing and Processing MV Bills	13,300	3,724.00
Jun- Printing and Processing PP Bills	1,200	336.00
 Dec - Printing and Processing MVS Bills	2,550	714.00
 Book Services		
Final Posted Ratebook per CT State Statutes	3	1,764.00
Binding Final Posted Books	3	270.00
Subtotal - CONTRACTED SERVICE		21,830.50

		Grand Total	\$21,830.50
Contact	Finance Dept	Customer Acceptance Signature: _____ Print Name and Title: _____ Customer Acceptance Date: _____ PO #: _____	
e-mail	leo@qds.biz		
Phone #	2037559031 Ext 6555		
Leo DiNicola, CFO - 203-910-2316 (c)			

Signature represents agreement to our Terms & Conditions:

<https://www.qds.biz/wp-content/uploads/2024/12/QDS-STANDARD-TERMS-AND-CONDITIONS-10-26-2023.pdf>



Quality Data Service, Inc.

121 Mattatuck Heights Rd
Waterbury, CT 06705

www.QDS.biz

Budget Letter 7/1/2026-6/30/2027

Date	Letter/Quot...
12/1/2025	2026-Q190

Name / Address

Waterford Tax Collector
Town Hall
15 Rope Ferry Rd.
Waterford, CT 06385

Ship To/Bill To
Tax Office

Description of Services

	<u>Est Qty</u>	<u>Total</u>
Mailing Services		
Jun - CASI certify File	1	95.00
Jun - Fold, Meter, Insert, Tray, Strap and Deliver Mail to Post Office for mailing Bills (RE, PP, MV)	20,000	2,700.00
Jun - QNest Services - QDS patented service	1	500.00
Jun - EZ-Track USPS Mail tracking system for each individual mailings using QDS Permit - rate based on pieces processed	1	125.00
Jun - #10 Mailing Envelopes 24# WW - 1 sided	20,000	1,100.00
Jun - #9 Return Envelope (BRE) - 1 Sided - Color BLUE Envelope	20,000	1,150.00
Jun - 1st Class Postage - CASS Certified Rates	20,000	12,100.00
Jun - TRIFOLD BROCHURE - 8 1/2 x 11 Insert, Black Ink, Color Paper, 24lb, duplex - includes tri-fold and inserting with tax bills	20,000	2,600.00
Subtotal JUNE		20,370.00
Dec - CASI certify File	1	95.00
Dec - Fold, Meter, Insert, Tray, Strap and Deliver Mail to Post Office for mailing Bills	2,550	344.25
Dec - EZ-Track USPS Mail tracking system for each individual mailings using QDS Permit	1	65.00
Dec - #10 Envelopes 24# WW - 1 sided	2,550	140.25
Dec - #9 Return Envelope (BRE) - 1 Sided - Color envelopes	2,550	146.63
Dec - SLIP INSERT - 8 1/2 x 3 1/3 Buckslip Insert, Black Ink, GREEN Paper, 24lb, single - includes inserting with tax bills	2,550	146.63
Dec - 1st Class Postage* - CASS Certified Rates	2,550	1,542.75
Subtotal DECEMBER		2,480.51

Grand Total

\$22,850.51

Contact	Finance Dept
e-mail	leo@qds.biz
Phone #	2037559031 Ext 6555
Leo DiNicola, CFO - 203-910-2316 (c)	

Customer Acceptance Signature: _____

Print Name and Title: _____

Customer Acceptance Date: _____

PO #: _____

Signature represents agreement to our Terms & Conditions:

<https://www.qds.biz/wp-content/uploads/2024/12/QDS-STANDARD-TERMS-AND-CONDITIONS-10-26-2023.pdf>



STATE OF CONNECTICUT

DEPARTMENT OF MOTOR VEHICLES

60 State Street, Wethersfield, CT 06161
ct.gov/dmv (860) 263-5700



Invoice

BILL TO
Waterford Tax Collector 15 Rope Ferry Road Waterford, CT 06385

DATE	INVOICE #
5/21/2024	4360

DUE DATE
7/12/2024

DESCRIPTION	QTY	AMOUNT
-- PAYMENT DUE UPON RECEIPT --		
PERIOD COVERED: 7/01/24 TO 06/30/25		
YEARLY BILL FOR ONLINE ACCESS TO MOTOR VEHICLE INFORMATION. (DMV DIRECT PROGRAM)	1	250.00
* YOU ARE RESPONSIBLE FOR PAYMENT UNTIL YOU WITHDRAW FROM THE PROGRAM OR YOU HAVE BEEN NOTIFIED OF TERMINATION BY DMV		
PLEASE CONTACT THE FISCAL OFFICE AT 860-263-5269 WITH ANY QUESTIONS.		
PLEASE REMIT THE TOTAL DUE TO:		
DEPARTMENT OF MOTOR VEHICLES 3RD FLOOR/FISCAL SERVICES RM 327 60 STATE STREET WETHERSFIELD, CT 06161		
APPROVED FOR PAYMENT ACCT# <u>10106-52030</u> <i>Prof Fees</i> AMOUNT <u>250.00</u> FISCAL YEAR <u>2025</u> SIGNATURE <u>[Signature]</u> DATE <u>7-1-2024</u>		
Please return one copy of invoice with payment.		Total \$250.00
		Payments/Credits \$0.00
		Balance Due \$250.00

Seat Belts Do Save Lives
DMV is an equal opportunity employer operating under an approved affirmative action plan.



CTx DUES INVOICE

CTx Dues Membership Form

INVOICE NUMBER

CTx_Dues_20250145

NAME

Alan Wilensky

ADDRESS

15 Rope Ferry Road
Waterford, CT 06385
United States

TITLE

Tax Collector

TOWN OR COMPANY

Waterford

PHONE

860-444-5815

EMAIL

awilensky@waterfordct.org

SELECT PAYMENT METHOD

Pay By Check

Order

Product	Qty	Unit Price	Price
Tax Collector Dues	1	\$75.00	\$75.00
Total			\$75.00

Please send your check to:

CTx

c/o Town of Waterford

NEW LONDON COUNTY TAX COLLECTOR'S ASSOCIATION

**Annual Dues Statement
For 2025**

2025 dues:

Member \$40.00

Retired \$5.00

Please make/remit payment to:
New London County Tax Collectors Assoc
C/O Christine Dixon
East Lyme Tax Collector
PO Box 511
Niantic CT 06357



NRTCTA Membership Application

New & Renewal: July 1, 2025 – June 30, 2026

Make checks payable to: NRTCTA. Please forward payment to:

Rosemarie Silva 4 Garfield Terrace, West Warwick, RI 02893.

Questions/Phone: Rosemarie Silva (401) 827-9063 and Jo Anne Santos (401) 364-1217

Individual Membership:

Dues: \$ 40.00 Active Member (Also for Each Vendor Representative-see below)

\$ 5.00 Retired Member

Your Name:

Title/Position:

E-mail:

Telephone number:

Address:

Name of Community you work for:

Associate Membership (Business/Vendors)

Dues: \$100.00 Per Organization (Associate Business Membership)

Vendors & Business must pay \$100 per organization as well as \$40 per organization representative.

Name of Company/Organization:

Representative Name(s)/Title(s):

E-mail:

Telephone number:

Address:



INVOICE

Annual Conference Attendee Registration

Attendee information

INVOICE #

A2025-00059

NAME

Alan Wllensky

CITY/TOWN REPRESENTED

Waterford

MAILING ADDRESS

15 Rope Ferry Road
Waterford, Connecticut 06385
United States

EMAILawllensky@waterfordct.org**PHONE**

(860) 444-5815

DIETARY RESTRICTIONS?

Plan Selection

Payment

PAYMENT OPTION

Pay By Check

Order

Product	Qty	Unit Price	Price
PLAN A - Single Occupancy • PLAN A Options; Wed. & Thurs. Room Nights - with Meals for Wed., Thurs., Fri.	1	\$750.00	\$750.00
Total			\$750.00

Please remember to send your check to:

CTx c/o Milford Tax Collector

Attn: Cory Gumbrewicz

70 W River St, Milford CT 06460

There is an additional \$100 surcharge to registration fees if you are NOT a dues-paying member of NRTCTA.

Classes run all day Monday and Tuesday, and a half day Wednesday. Breakfasts and lunches are included. There is a social event on Sunday evening, and a themed banquet dinner on Tuesday - **"Around the World"** (tables decorated to represent different countries of the world). Monday's dinner is on your own. There are two restaurants right on site at the hotel, and dozens of options a short drive or stroll from the hotel.

VENDORS AND EXHIBITORS : \$450 fee allows you to display at a vendor table on Monday and Tuesday. There is a separate charge of \$50 if you require electricity at your table. These charges are **due IN ADDITION TO your conference registration costs**, which are the same as our tax collector (member) costs (for lodging and meals). Please email Paula Usher at: usherp@bethel-ct.gov or Lisa Biagiarelli at: Lbiagiar@norwalkct.gov for details. Paula is in charge of vendors. You will still send your reservation form to Maeci Evans.

For ROOM RESERVATIONS: All attendees must reserve room(s) for this event through the NRTCTA. Please do not call the hotel directly. Please do not use other travel sites online to reserve a room at this venue for this event.

Checks payable to: NRTCTA. Please send to: Maeci Evans, Treasurer c/o Town of Fairfield, 611 Old Post Road, Fairfield, CT 06824. mevans@fairfieldct.org. General conference questions: Lbiagiar@norwalkct.gov.

Visit our website: www.nrtcta.org for details, including a registration form and preliminary agenda.

Program is expected to include up to 12.5 hours of class time over 2 ½ days, and will feature speakers from as many member states as possible!

CONTINUING EDUCATION / CEUs: CTC, CFO and CCMC CEUs will be applied for in states with continuing education requirements (such as New Jersey, Connecticut and Rhode Island) and representatives from that state who have received approval from that state. Please join us. You will enjoy camaraderie, networking, vendor exhibits from relevant service providers, and outstanding professional development in a resort setting. Be sure to check the website for updates / changes to agenda, as speakers confirm.



PLAN OPTIONS / PRICING:

PLAN A: "SINGLE": Single Occupancy, member, entire conference - Sunday through Wednesday; 3 nights lodging, plus meals (Sunday night event, 3 breakfasts, 2 lunches, dinner Tuesday, boxed lunch to go Wednesday) - **Early bird (by 7/11) = \$825 per person. OR: \$900 per person (7/12 through Aug. 8, 2025)** (one member only in the room).

PLAN B: "DOUBLE": Double Occupancy, two members, entire conference - Sunday through Wednesday; 3 nights lodging, plus meals (Sunday night event, 3 breakfasts, 2 lunches, dinner Tuesday, boxed lunch to go Wednesday) - **Early bird (by 7/11) = \$575 per person. OR: \$650 per person (7/12 through 8/8/2025)** (two NRTCTA members sharing one guestroom).

PLAN C: "GUEST": Non-member guest, sharing a room with a NRTCTA member: **\$325 per person** (for example, spouse or guest.) You [member] register under Plan A; your spouse registers under Plan C. All conference meals



INVOICE

Aqua Turf Registration

Attendee Information

Invoice #
AT-00817

Name
Alan Wilensky

Title
Tax Collector

City/Town Represented
Waterford

Email
awilensky@waterfordct.org

Phone
(860) 444-5815

Are you a Dues Paying CTx Member?
Yes

Meal Selection

If applicable, any dietary restrictions?

Check Out

Payment Option
Pay By Check

Order

Product	Qty	Unit Price	Price
Prime Rib - \$70	1	\$70.00	\$70.00
Total			\$70.00

Please remember to send your check to:
CTx c/o Milford Tax Collector
Attn: Cory Gumbrewicz
70 W River St, Milford CT 06460

Great news! Your order #7646445904 has been confirmed and we're getting it ready for shipment.

We'll send you another email with delivery details as soon as it has been shipped.

Thank you for your ongoing business. We can't wait to see you again!

Your Staples Business Advantage Team

Order information

Date: Nov 25, 2024 | 08:50 AM ET
Order#: 7646445904
Account#: 70112090
PO#: FY18/181002

[View order](#)

Shipping information

Tow Tax Coll
Alan Wilensky
Town Of Waterford
15 Rope Ferry Rd
Front Reception
Waterford, CT 063852806

Need to make changes? Most orders can be cancelled within 30 minutes after placing it.

PROCESSING

Expected on: Wednesday, November 27, 2024 (10 items)



Epson ERC-32B Black Dot-Matrix Printer Ribbon
(E65090)
Item: 752325 | Model: E65090

10@ \$7.09 each \$70.90
\$70.90

Accounting information

Account#: 70112090
PO: FY18/181002
PO Release: 10106-53010

Payment information

Subtotal: \$70.90
Shipping: FREE
Tax: \$0.00

Order Total: \$70.90

Invoice: \$70.90

Need Help?

Visit the **Help Center** for quick and easy order modifications, returns, tracking and more.



Staples
ATTN: FSSC
500 Staples Dr
Framingham, MA 01702

Federal ID: 04-3390816

TOWN OF WATERFORD
Attention: MOSES
15 ROPE FERRY RD
WATERFORD, CT 06385-2806

Summary Number 7006468855

Invoice Number	Invoice Amount
6039736425	\$113.40
Invoice Date	Due Date
08/15/2025	09/29/2025
Order Number	Terms
7662720815-000-001	2% 10 NET 45 DAYS
Bill To	Customer Account
410506	NYC 70112090

Detail Invoice

Budget Center	BC Description
PO Number	PO Description
FY18/181002	
PO Release	PO Release Description
10106-53010	
Shipping Address	
15 ROPE FERRY RD,FRONT RECEPTION,WATERFORD,CT,06385-2806	

Ordered By	Order Date
BRANDISHEA DAVY	08/08/2025
Deliver To	Approved By
BRANDISHEA DAVY	
Ship-to ID	
TOW TAX COLL	
Ship-to Name	
TOWN OF WATERFORD	

Line	Item Number	Description/LIBC	Cust SKU	UOM	Qty	Unit Price	Extended Price	Tax Amount	Total
1	532531	ADD ROLL 3IN 2 PLY W/C NCR	532531	RL	60	\$1.89	\$113.40	\$0.00	\$113.40

Subtotal: \$113.40
Freight/Other: \$0.00
Tax (\$0.00%): \$0.00
Total: \$113.40

Please Remit All Payments To:	
ACH	Check
Wells Fargo Account: 4654634682 Routing: 121000248 ARRemittance@Staples.com	Staples PO Box 70242 Philadelphia, PA 19176-0242

For invoice and payment related inquiries please call 888-753-4103

Page: 1

26

Brandishea Moses,

You have just placed an order for \$4.08 with WB Mason.

Order Number: S157741110
Order Date: 11/21/2025
Shipping Address: Town Of Waterford - Tax Collector
15 Rope Ferry Road
Waterford, CT 06385
Attention: Alan Wilensky
Billing Address: Town Of Waterford
15 Rope Ferry Rd
Waterford, CT 06385
Payment Method: On Account
PO Number: 10106-53010

Item Number	Description	Qty	Price	Total
AAGSK2400	CALENDAR,DESK PAD,MO,22X17,JAN-DEC,BK/WE	1	\$1.29/EA	\$1.29
AAGE71750	REFILL,DY DESK,3-1/2X6,JAN-DEC,1/2 HR APT,BK/WE	1	\$2.79/EA	\$2.79

Product Subtotal: \$4.08

Tax Subtotal*: \$0.00

Order Total: \$4.08

* may include bottle deposits

Thank you for shopping at www.wbmason.com

TOWN OF WATERFORD
GENERAL FUND
2026-2027 PROPOSED BUDGET

DEPT/AGENCY:

10104

ASSESSOR

LINE ITEM	DESCRIPTION	2024-2025 ACTUAL EXPENDED	2025-2026 RTM APPROP.	2025-2026 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/26	2026-2027 DEPT/ AGENCY REQUEST	2026-2027 APPROVED BD/COMM.	Department Request \$ Increase	Department Request % Increase
PERSONNEL COSTS									
51110	ADMINISTRATION	206,813	211,963			225,504		\$ 13,541	6.39%
51210	CLERICAL/TECHNICAL	44,244	46,899			74,645		\$ 27,746	59.16%
51910	FRINGE BENEFITS	275	250			250		\$ -	0.00%
51920	F.I.C.A	18,822	19,803			22,961		\$ 3,158	15.95%
	SUBTOTAL	270,154	278,915	0	0	323,360	0	\$ 44,445	15.93%
SERVICES									
52010	ADVERTISING	198	300			250		\$ (50)	-16.67%
52020	POSTAGE	2,636	1,860			2,760		\$ 900	48.39%
52030	PROFESSIONAL FEES	25,250	24,750			10,750		\$ (14,000)	-56.57%
52040	SERVICE CONT & REPAIRS	7,400	7,662			7,365		\$ (297)	-3.88%
52050	DUES, CONF., & EDUCATION	3,360	2,765			3,615		\$ 850	30.74%
52070	REIMBURSABLE EXPENSE	0	1,364			1,390		\$ 26	1.91%
	SUBTOTAL	38,844	38,701	0	0	26,130	0	\$ (12,571)	-32.48%
MATERIALS & SUPPLIES									
53020	OTHER SUPPLIES	310	835			1,000		\$ 165	19.76%
53200	PRICING BOOKS	1,890	1,190			770		\$ (420)	-35.29%
	SUBTOTAL	2,200	2,025	0	0	1,770	0	\$ (255)	-12.59%
	DEPARTMENT TOTAL	311,198	319,641	0	0	351,260	0	\$ 31,619	9.89%

TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Assessor



BUDGET FUNCTION

The Assessment Division is responsible for the discovery, listing and equitable valuation of all real and personal property within the Town of Waterford in accordance with Connecticut State Statutes at 70% of fair market value for the annual compilation of the Grand List. Additionally, the Assessor and staff administer state and local programs of tax relief, apply exemptions as permitted by state law, assist the public with a variety of inquiries and provide data to various entities including the State Office of Policy and Management.

The Assessor's office also maintains an up-to-date inventory of all property, including land and improvements thereon, changes in ownership, new construction, alteration, parcel and map changes resulting from sub-division, assemblage, boundary agreements and surveys filed as of the assessment date.

In compiling the annual Grand List the Assessor's office regularly reviews and inspects ongoing improvements made to real property, processes approximately 1300 business personal property filings annually, and lists and values all vehicles located within the Town of Waterford as of the October 1st assessment date.

The Assessor's office also provides technical and clerical assistance to the Board of Assessment Appeals throughout the year by creating the Board's hearing schedules, generating appointment letters and notices and recording required agendas and minutes.

Throughout the year the Assessor engages in ongoing appraisal review and analysis; prepares written and oral testimony and works in collaboration with the Town's legal department to resolve any outstanding tax appeals filed with Superior Court under CGS §12-117a and 12-119.

In accordance with Connecticut statutes, The Assessor's office must also oversee the periodic revaluation of all real property. Effective with the 2023 Grand List, Section 7 of Public Act 22-74, a new five-year revaluation schedule has been instituted statewide. Mandatory revaluations are now scheduled for Grand List years 2026, 2030 and 2034.

Looking Ahead: Anticipated Grand List growth attributed to EB's refurbishment and occupation of the mall properties and the potential construction of new apartment units will necessitate an additional part-time staff member in the Assessor's office. To assist with building permit confirmation, identifying unpermitted structures and tracking changes to buildings, the Assessor's office anticipates the use of high-resolution aerial imagery and 3D data to provide location intelligence. The new software request in the amount of \$8,300 is included in this year's IT budget as a new item for the Assessor's office. Outside of the three state-mandated revaluations scheduled between the years 2026 and 2034 there are no additional capital project requests anticipated.

TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Assessor



Assessor's Office Metrics

<u>ACTIVITY</u>	
Real Estate	
Changes to real property ownership	943
Building permits entered/processed	2455
Property Inspections/construction detail/value changes	567
Motor Vehicles	
# of vehicles manually priced	3674
certificates of correction to prorate/add or delete vehicles from current and prior GLs	1164
Personal Property	
# accounts reconciled/priced	1254
Assessment Administration	
State Elderly tax relief applications processed	104
Local Elderly tax relief applications processed	104
State Additional Veterans applications processed	63
Local Veterans applications processed	105
New Veteran's Totally & Permanently Disabled applications processed	63
Board of Assessment Appeals applicants scheduled 24 RE & MV	33
BAA Changes made	20
Map changes processed	67
Tax Appeals received	0
Tax Appeals currently under review from prior years	2
Income & Expense forms rec'd /analyzed	209
New Pa 490 apps reviewed	1
PA490 Decertifications	4
Veterans- new DD 214s recorded	61

TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Assessor



Budget Summary

Line Item	FY 2022 Appropriated	FY 2023 Appropriated	FY 2024 Appropriated	FY 2025 Appropriated	FY 2026 Appropriated	FY 2027 Request	Change from FY 2026 (+/-)
PERSONNEL COSTS							
51110 Administration	196,788	169,295	192,597	206,793	211,963	225,504	13,541
51210 Clerical/Technical	62,788	62,224	66,342	45,797	46,899	74,645	27,746
51810 Overtime	-	-	-	-	-	-	-
51910 Fringe Benefits	2,408	-	-	250	250	250	-
51920 FICA	20,041	17,711	19,809	19,343	19,803	22,961	3,158
SUBTOTAL	282,025	249,230	278,748	272,183	278,915	323,360	44,445
SERVICES							
52010 Advertising	400	400	400	300	300	250	(50)
52020 Postage	1,031	1,068	1,650	1,720	1,860	2,760	900
52030 Professional Fees	250	250	250	250	24,750	10,750	(14,000)
52040 Serv Cont & Repai	5,666	5,921	6,236	6,350	7,662	7,365	(297)
52050 Dues, Conf & Edu	1,825	1,825	2,855	3,290	2,765	3,615	850
52070 Reimbursable Exp	-	-	-	-	1,364	1,390	26
SUBTOTAL	9,172	9,464	11,391	11,910	38,701	26,130	(12,571)
MATERIALS & SUPPLIES							
53020 Other Supplies	150	150	150	750	835	1,000	165
53200 Pricing Guides	500	500	1,859	2,370	1,190	770	(420)
SUBTOTAL	650	650	2,009	3,120	2,025	1,770	(255)
DEPARTMENT TOTAL	291,847	259,344	292,148	287,213	319,641	351,260	31,619

TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Assessor



Budget Explanations By Category

Personnel Costs: Office staff consists of three full time positions; a Certified Municipal Assessor (CCMA II), an Assistant Assessor (CCMA I) and an Assessor's Aide III. Anticipated commercial improvements and new construction at the Crystal Mall site, Millstone and potential new apartment units will necessitate the restoration of the part-time Assessor Aide I position. The ongoing personal property auditing program will be transitioning to a year-round, in-house auditing program conducted by the Assessor and Assistant Assessor resulting in the need for additional administrative assistance. A seasonal Assessor's Aide I position is also requested to assist the office staff with taxpayer issues and concerns during the summer months when the Assessor and Assistant Assessor are conducting new construction field inspections.

Budget Request: \$323,360

15.93% increase

*See the Personnel/Fringe Benefit spreadsheet for calculations

Services: Accounts 52010-52070: Encompassing all necessary daily operating costs, including statutorily required legal ads and filing notifications, related postage costs, professional fees related to office operations, required office equipment and materials and provisions for the Assessor and Assistant Assessor's ongoing continuing education and staff training.

Budget Request: \$26,130

(32.48%) decrease

- **10104-52010 – Advertising Request: \$250 (16.67%) decrease**

Includes annual publication of a combined legal advertisement notifying taxpayers of state mandated exemption filing deadlines and announcing Personal Property filing requirements as mandated by state statute. The required notice is published in *The Day* newspaper and posted on the Town's website. The combined legal ad published in the fall is advertised jointly with three neighboring municipalities resulting in a cost-sharing discount. Notices announcing the filing requirements for the state Elderly Homeowners/Totally Disabled tax relief program are posted in February on the Town's website, in the senior center and on the digital message boards located in Quaker Hill and in front of the High School. The Assessor's office also conducts periodic forums for residents to provide information and updates regarding available tax benefit programs effecting senior citizens and veterans.

TOWN OF WATERFORD

FY2027 BUDGET REQUEST

DEPARTMENT: Assessor



- **10104-52020 – Postage Request: \$2,760** **48.39% increase**

In addition to typical correspondence with taxpayers, the Assessor's Office is required by CT State Statutes to send out annually the following applications/notifications to taxpayers:

Elderly Homeowners/Totally Disabled Program re-applications and reminder letters

Additional Veteran's re-applications and reminder letters

Personal Property and Real Estate increase notices

Income & Expense forms for commercial/income producing properties

Personal property declarations/notices to file

Personal property audit notification and results letters

Postage costs incurred in FY 25/26 to date = \$525.20

Postage Breakdown:

	Postage Items	Postage Fees
I&E Penalty Notices	55	
Increase Notices PP	1270	
RE	567	
Incomplete MV requests for info	200	
Unreg MV request for info/to file	100	
PP Audit Notices Certified	25	
PP Audit Result Notices Certified	25	
PP Audit 2nd request for documentation	12	
New Elderly Tax Relief Requests	50	
Elderly Letters	110	
Elderly Reminders	40	
Eld Cert of Mailing	40	\$ 20.00
Advets & Local Vets	73	
APA vet application mailers & reminders	95	
Certified Mail Pieces	50	\$ 265.00
Regular Mail Pieces	2572	\$ 2,006.16
Estimated additional 50 pieces of mail per month		
May-Dec (General Taxpayer correspondence and sales verification letters)	600	\$ 468.00
Estimated FY26-27	3222	\$ 2,759.16

TOWN OF WATERFORD

FY2027 BUDGET REQUEST

DEPARTMENT: Assessor



• **10104-52030 – Professional Fees** Request: \$10,750 **(56.57%) decrease**

The Assessor's Office requires direct access to the State of Connecticut's DMV CIVLS online database, which allows staff members to assist taxpayers with motor vehicle situs issues and to accurately determine additions/deletions to the motor vehicle grand list. The annual cost for this service is \$250.

In FY25 a personal property audit program was implemented which includes the physical inspection of business personal property and records by an experienced auditor well versed in personal property valuation. Personal property auditing services are currently provided by Charles B. Feldman & Associates LLC.

Of the existing 1261 personal property accounts roughly 1/3 (440) accounts habitually fail to file an annual personal property declaration form. While desk audits are performed in-house through the declaration reconciliation process, non-filer and complex accounts warrant an in-depth 3-year lookback audit to ensure filing compliance and to establish an equitable base value for these accounts moving forward.

The Assessor's office will be transitioning from utilizing a third-party auditing vendor for all audits to a year-round, in-house auditing program for standard accounts to be conducted by the Assessor and Assistant Assessor. Charles B. Feldman & Associates will continue to provide auditing services for individual complex accounts that require an in-depth analysis.

Based on the current rates by account size provided below the cost to formally audit 3 larger complex accounts is \$10,500.

Pre-Adjusted Gross Assessment	Cost to Complete	23,24,25 Grand List Audits	
		Anticipated # of Accounts	
1.01 million - 2.5 million	\$ 2,000.00	1	\$ 2,000.00
2.51 million - 5.0 million	\$ 3,000.00	1	\$ 3,000.00
5.01 million - 10 million	\$ 4,000.00		
10.01 million - 20 million	\$ 5,500.00	1	\$ 5,500.00
20 million plus	\$ 6000 plus		
1.0 million and under	\$ 650.00	*40	\$ -
		*performed in-house	
		43	\$ 10,500.00

**TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Assessor**



• **10104-52040 Service Contracts & Rep Request: \$7,365 (3.88%) decrease**

The Assessor's Office uses administrative software provided by Quality Data Service Inc. (QDS) to apply all exemptions, state and local benefits, produce required state reports and to bridge all billable accounts to the Tax Collector. While software maintenance costs related to QDS are included in the IT budget, there are additional costs attributable to QDS for necessary and required services provided to the Assessor's Office. These services include the production and binding of the town's permanent annual Grand List books and the annual generation and mailing of online personal property filing and income and expense notices with unique pin# assignment.

A Xerox copy machine previously leased from Connecticut Business Systems (CBS) at a rate of \$158/month plus copy overages has been replaced with a machine leased from Ricoh at \$119.68/month plus a per copy fee of \$.0069. Estimating 60,000 copies annually, the new lease will result in an overall savings of \$352.84.

The Assessor's office also utilizes an iPad, in conjunction with an annual Box and T-Mobile subscription for use in the field, when conducting inspections and to scan and store historic documents.

Additionally, the Assessor's Office has submitted a new software request included in this year's IT budget for Nearmap in the amount of \$8,300. Nearmap will provide the Assessor's Office with the use of high-resolution aerial imagery, flown twice per year, and 3D data with location intelligence capability. Nearmap will assist with the identification of unpermitted structures, building permit confirmation and tracking changes to buildings. Currently the \$8,300 annual subscription fee for Nearmap includes unlimited licenses and usage for town employees across all departments.

Service Cont. Fees incurred FY 25: **\$7,400**

Service Cont. & Repairs Breakdown:

QDS Grand List Binding:	\$3,075
QDS Online PP Filing:	\$1,376 <i>Estimated at 1,300 accounts</i>
QDS Online I&E Filing:	\$470 <i>Estimated at 350 accounts</i>
Ricoh Copier Lease:	\$1,436
Ricoh per copy estimate:	\$ 414
Box subscription:	\$ 340 <i>annually</i>
T-Mobile subscription:	\$ 254 <i>calculated at \$21.14/month</i>
	<u>\$7,365</u>

TOWN OF WATERFORD

FY2027 BUDGET REQUEST

DEPARTMENT: Assessor



- **10104-52050 - Dues, Conf. & Education Request: \$3,615 30.74% increase**

All aspects of assessment administration require formal assessment specific education and training. Continuing Education, (50 credit hours over 5 years) is required statutorily to meet recertification standards for all Certified Connecticut Municipal Assessors. The Assessor holds a CCMA II certification and the Assistant Assessor recently attained a CCMA I certification. New staff will require course attendance for training in assessment administration/statutes through educational programs provided by the Connecticut Association of Assessing Officers (CAAO). Courses and workshops are offered in June at the annual UCONN Assessor School and throughout the year as determined by the CAAO's Education Committee. Additional continuing education credits for the Assessor and Assistant Assessor are offered for valuation and statute related topics throughout the year. The Wichita Property Tax Conference is held each year in July and offers educational sessions on complex special use and public utility property valuation. Dues are annually recurring for the CAAO, IAAO, NRAAO and GNLA, all of which require membership as a source of assessment industry tools/information and for educational offerings at a reduced cost. CAAO membership is required to maintain CT CCMA certification.

Dues, Conf. & Education Fees incurred in FY25: \$3,360.10

Education & Dues		
\$	450.00	Wichita Tax Conference
\$	140.00	Fall Meeting Assessor & Asst Assessor
\$	140.00	Spring Meeting Assessor & Asst Assessor
\$	650.00	Annual Uconn Assessor's School Assmt Aide
\$	400.00	Annual Uconn Assessor's School Workshops - Asst Assessor
\$	200.00	AAT Courses - Assmt Aide (2 per year)
\$	270.00	CAAO Dues - Assessor, Asst Assessor, Asmt Aide
\$	240.00	IAAO Dues - Assessor
\$	80.00	NRAAO Dues - Assessor & Asst Assessor
\$	45.00	GNLAA Dues - Assessor, Asst Assessor, Asmt Aide
\$	1,000.00	IAAO & Misc. course offerings for Continuing Education Credits/Assessor
\$	<u>3,615.00</u>	

**TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Assessor**



• **10104-52070 – Reimbursable Expense** Request: **\$1,390** **1.91% increase**

Mileage reimbursement for attendance to assessment-related courses, educational workshops and meetings. Mileage estimates for FY27 are calculated at \$0.70/mile.

Assessor & Staff mileage – Annual Assessor School:	\$525
Assessor & Asst. Assessor mileage CAAO biannual meeting:	\$343
Assessor & Asst. Assessor mileage Fall Symposium:	\$137
Assessment Aide AAT course mileage – Rocky Hill:	\$315
Assessor – additional course mileage:	<u>\$ 70</u>
	<u>\$1,390</u>

Materials & Supplies: Accounts 53020 – 53200: Includes additional supplies and materials required to effectively operate the Assessor's office.

• **10104-53020 – Other Supplies** Request: **\$1,000** **19.76% increase**

The Assessor's office requires an allowance for miscellaneous items and supplies not provided as standard office supplies through the Finance Office. Supply funds requested are for the following items:

○ Dymo Label Rolls: 10 @ \$10 each	\$100
○ Toner Cartridges public printer 2 @ 150 each	\$300
○ Bankers Boxes 12 pk @\$30	\$ 30
○ 3 Ring Binders 2 & 1 inch (4pk each size)	\$ 75
○ Shredder Bags 2 boxes @ \$21	\$ 42
○ Expandable 10x13 mailers (1 case)	\$100
○ Tax Map Vinyl protector sheets (1 case)	\$185
○ Legal & Graph pads	\$ 70
○ Flash Drives 2 – 3packs @25	\$ 50
○ Canon digital camera memory cards & reader	<u>\$ 48</u>
	<u>\$1,000</u>

TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Assessor



- **10104-53200 – Motor Vehicle Pricing** Request: **\$770 (35.29%) decrease**

Effective with the 2024 Grand List the valuation methodology for all vehicles has changed pursuant to PA 22-118 Sec. 499. Vehicles are now valued based on a set depreciation schedule applied to the original MSRP.

Each town must pay a fee to the DMV to pre-price the majority of vehicles appearing on the Grand List utilizing the JD Powers or Price Digest software. Pricing books have been phased out by JD Powers and the CAAO has entered into a contract with Price Digest to provide online pricing subscriptions to Assessors at a lower cost than JD Powers.

Last year's motor vehicle pricing cost included the DMV fee and subscriptions to both Price Digest for MSRP lookup and JD Powers to price the 2023 supply MV based on average retail value. The JD Powers subscription is no longer required going forward.

CAAO has indicated that the \$700 DMV pricing fee for the 2025 MV list is anticipated to increase by 10% and will include 1-5 licenses for the Price Digest online program.

TOWN OF WATERFORD
PERSONNEL WORKSHEET - 04 ASSESSOR
2026/2027 FISCAL YEAR

LINE 51920

DATE OF HIRE	EMPLOYEE	HOURS WORKED/ WEEK	HOURLY RATE FY27	SALARY FY26	SALARY FY27	LONGEVITY FY27	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A.)
51110 - ADMINISTRATION								
1/2/2023	ASSESSOR	40	N/A	131,665.63	134,957.27	N/A	134,957.27	10,324.23
12/07/2021	ASSISTANT ASSESSOR	40	N/A	85,411.67	90,547.05	N/A	90,547.05	6,926.85
	TOTALS			217,077.30	225,504.31	0.00	225,504.31	17,251.08
51210 - CLERICAL/TECHNICAL								
1/8/2024	ASSESSMENT AIDE III	35	\$ 26.2889	46,856.01	48,029.80	N/A	48,029.80	3,674.28
	VACANT ASSESSOR AIDE I	19	\$ 22.6000	0.00	22,414.68	N/A	22,414.68	1,714.72
	VACANT ASSESSOR AIDE I (SEAS.)	LUMP 240	\$ 17.5000	0.00	4,200.00	N/A	4,200.00	321.30
	TOTALS			46,856.01	74,644.48	0.00	74,644.48	5,710.30
51810 - OVERTIME								
				0.00	0.00	0.00	0.00	0.00
51910 - FRINGE/F.I.C.A.								
							250.00	0.00
TOTALS		FY26 FICA	20,190.90	263,933.31	300,148.79	0.00	300,398.79	22,961.38
BUDGET TOTAL W/F.I.C.A				284,124.21			323,360.18	

WORKDAYS	WEEKS TO BUDGET
2026/2027	52.2
261	

TOWN OF WATERFORD
FRINGE BENEFITS WORKSHEET - 04 ASSESSOR
2026/2027 FISCAL YEAR

		LINE 51910		LINE 51920	
POSITION	CLOTHING ALLOWANCE	HRA FUNDING	TOTAL FRINGE BENEFITS	PAYROLL TAXES (F.I.C.A)	
ASSESSOR	\$ 125.0000		125.00		0
ASSIST. ASSESSOR	\$ 125.0000		125.00		
			0.00		
			0.00		
			0.00		
			0.00		
TOTALS - FRINGE BENEFITS			250.00	0.00	
*** ADDED TO FICA ON PERSONNEL WORKSHEET					

*general apparel fringe approved FY25

**TOWN OF WATERFORD
PROPOSED REVENUE BY DEPARTMENT
GENERAL FUND
2026-2027 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: Assessor

LINE ITEM	2023-2024 ACTUAL	2024-2025 ACTUAL	2025-2026 EXPECTED	2025-2026 YTD	2026-2027 PROPOSED	VARIANCE
Alarm Monitoring						\$ -
Alarm Penalties						\$ -
Ambulance Subsidy						\$ -
Beach Admission Fees						\$ -
Benefit Assessments						\$ -
Bulky Waste Fees						\$ -
Conveyance Tax						\$ -
Copy Fees	289	265	300	125	300	\$ -
East Lyme Animal Control Fee						\$ -
Enhanced E 9-1-1						\$ -
Fines/Penalties						\$ -
Hazardous Household Waste						\$ -
Inspection Fees						\$ -
Interest/Lien Fees						\$ -
Inter-Municipal Revenues						\$ -
Miscellaneous						\$ -
Permitting/Licensing Fees						\$ -
Program/Registration Fees						\$ -
Recording Fees						\$ -
Regional Communications Fees						\$ -
Rentals						\$ -
Sale of Recyclables						\$ -
State Operational Grants						\$ -
Tipping Fees						\$ -
Versa Kart/Blue Box Purchases						\$ -
TOTALS	\$ 289.00	\$ 265.00	\$ 300.00	\$ 125.00	\$ 300.00	\$ -

The Day

THE DAY PUBLISHING COMPANY
200 STATE ST
NEW LONDON, CT 06320

ACCOUNT NUMBER	CUSTOMER
D140217	EAST LYME ASSESSORS

CLIENT	PAGE NUMBER	DUE DATE
	Page 1 of 1	Upon Receipt

Order Number	Amount Due
d01103608	\$790.00

EAST LYME ASSESSORS
PO BOX 519
108 Pennsylvania Ave
NIANTIC, CT 06357
United States

**MAKE CHECKS PAYABLE
TO DAY PUBLISHING
COMPANY**
Include your account # /
order # on your check
remittance

CHECK NUMBER
AMOUNT PAID

PLEASE RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	DESCRIPTION	PUBLICATION	REFERENCE #	SIZE/LINES OR QTY	GROSS AMOUNT	OTHER	NET AMOUNT
08/30/25	10/1/2025 Grand List	The Day	10/1/2025 Grand List	2 col	\$760.00	\$0.00	\$760.00
08/30/25	10/1/2025 Grand List	Day Classified Webpage	10/1/2025 Grand List	2 col	\$5.00	\$0.00	\$5.00
08/30/25	10/1/2025 Grand List	CT Public Notices Webpage	10/1/2025 Grand List	Not Applicable	\$25.00	\$0.00	\$25.00
Total					\$790.00	\$0.00	\$790.00

Account Number	Customer	Total Due
D140217	EAST LYME ASSESSORS	\$790.00

Day Credit Department
Community Classifieds - Toll Free
Day Publishing Company - Toll Free

860-701-4204
800-582-8296
800-542-3354

Accounting Fax 860-437-7504
Advertising Fax 860-437-8780
Classified Fax 860-442-5443

APPROVED

VENDOR# 724

PO# FY 2026

CLOSE PO Y N

ACCOUNT # 10104-52010

AMOUNT \$197.50

SIGN Page S Walt

DATE 8/26/2025

\$790 Total
Ad cost shared
equally between
4 towns

Amount Due:

\$197.50

Paige Walton

From: Daphne Doran <ddoran@eltownhall.com>
Sent: Tuesday, August 26, 2025 10:10 AM
To: Diane Vitagliano; MELINDA KRONFELD; Assessor; Paige Walton
Subject: Joint Ad Invoice
Attachments: Invoice - 10.1.2025 Grand List.pdf

CAUTION: This email originated from outside of the organization.

Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.

Good morning ladies

Attached, for your records, is the invoice for the joint ad to be published August 30, 2025 in the New London Day.

Regards,

Daphne Doran | Assistant Assessor

Phone: (860) 739-6931

Email: ddoran@eltownhall.com

Address: Town of East Lyme
108 Pennsylvania Avenue
Niantic, CT 06357

FY 26-27 Postage Estimate

	Postage Items	Postage Fees
I&E Penalty Notices	55	
Increase Notices PP	1270	
RE	567	
Incomplete MV requests for info	200	
Unreg MV request for info/to file	100	
PP Audit Notices Certified	25	
PP Audit Result Notices Certified	25	
PP Audit 2nd request for documentation	12	
New Elderly Tax Relief Requests	50	
Elderly Letters	110	
Elderly Reminders	40	
Eld Cert of Mailing	40	\$ 20.00
Advets & Local Vets	73	
APA vet application mailers & reminders	95	
Certified Mail Pieces	50	\$ 265.00
Regular Mail Pieces	2572	\$ 2,006.16
Estimated additional 50 pieces of mail per month May-Dec (General Taxpayer correspondence and sales verification letters)	600	\$ 468.00
Estimated FY26-27	3222	\$ 2,759.16



STATE OF CONNECTICUT
DEPARTMENT OF MOTOR VEHICLES

60 State Street, Wethersfield, CT 06161
ct.gov/dmv (860) 263-5700



BILL TO
Waterford (ASSESSOR) 15 Rope Ferry Rd Waterford, Ct 06385

Invoice

DATE	INVOICE #
5/22/2024	4468



Inv# 4468 \$ 250.00
CT DMV
05/22/2024 # Pages 1 FP1 DOC147577

DESCRIPTION	QTY	AMOUNT
- PAYMENT DUE UPON RECEIPT -		
PERIOD COVERED: 7/01/24 TO 06/30/25		
YEARLY BILL FOR ONLINE ACCESS TO MOTOR VEHICLE INFORMATION. (DMV DIRECT PROGRAM)	1	250.00
* YOU ARE RESPONSIBLE FOR PAYMENT UNTIL YOU WITHDRAW FROM THE PROGRAM OR YOU HAVE BEEN NOTIFIED OF TERMINATION BY DMV		
APPROVED		
VENDOR# <u>63</u>		
PO# <u>FY 25</u>		
CLOSE PO Y <u>N</u>		
ACCOUNT # <u>10104-52630</u>		
AMOUNT <u>\$250.00</u>		
SIGN <u>[Signature]</u>		
DATE <u>7/1/24</u>		
PLEASE CONTACT THE FISCAL OFFICE AT 860-263-5269 WITH ANY QUESTIONS.		
PLEASE REMIT THE TOTAL DUE TO:		
DEPARTMENT OF MOTOR VEHICLES 3RD FLOOR/FISCAL SERVICES RM 327 60 STATE STREET WETHERSFIELD, CT 06161		
Please return one copy of invoice with payment.		Total \$250.00
REC'D FINANCE JUL 2 '24 PM12:09		Payments/Credits \$0.00
Seat Belts Do Save Lives DMV is an equal opportunity employer operating under an approved affirmative action plan.		Balance Due \$250.00



We thank you for your business!

INVOICE

Charles B. Feldman & Associates
Post Office Box 1236
Madison, CT 06443
203-421-8338
charles.feldman@comcast.net

DATE: SEPT 04 2025
INVOICE # 09202512250904

ST PY Town of Waterford
Paige Walton Assessor
15 Rope Ferry Road
Waterford, CT 06385

FILE COPY

PAYMENT TERMS

DUE DATE

Due on receipt

DESCRIPTION

LINE TOTAL

Professional Audit Services

\$12,250.00

APPROVED

VENDOR# 2977
PO# 260258 FY 2026
CLOSE PO Y N X
COUNT # 10104-52030
AMOUNT \$12,250.00
SIGN Paige S. Walt
DATE 9/4/2025

SUBTOTAL \$12,250.00
SALES TAX 0
TOTAL \$12,250.00

Make all checks payable to Charles B. Feldman & Associates LLC

Thank you for your business!



We thank you for your business!

INVOICE

Charles B. Feldman & Associates
Post Office Box 1236
Madison, CT 06443
203-421-8338
charles.feldman@comcast.net

DATE: SEPT 04 2025
INVOICE # 09202512250904

SHIPY Town of Waterford
Paige Walton Assessor
15 Rope Ferry Road
Waterford, CT 06385

PAYMENT TERMS

DUE DATE

Due on receipt

DESCRIPTION

LINE TOTAL

Professional Audit Services

\$12,250.00

SUBTOTAL \$12,250.00

SALES TAX 0

TOTAL \$12,250.00

Charles B. Feldman

Make all checks payable to Charles B. Feldman & Associates LLC

Thank you for your business!

**Quality Data Service, Inc.****121 Mattatuck Heights Rd
Waterbury, CT 06705****www.QDS.biz****Budget Letter 7/1/2026-6/30/2027**

Date	Letter/Quot...
12/1/2025	2026-Q187

Name / Address**Waterford Assessor
Town Hall
15 Rope Ferry Rd.
Waterford, CT 06385**Ship To/Bill ToDescription of ServicesEst QtyTotal**Software Services****Annual Software Support Fee - Assessor Software****1****7,113.75****Annual Subscription Fee - Personal Property CAMA****1****2,350.00****Annual Subscription Fee - QDS Hosted Personal Property Declaration Form****1****1,250.00****DRaaS - Disaster recovery as a service****84****525.00****Annual Subscription - Online I&E Form****1****300.00****Double Sided laser Printing & Indexing of Grand List - Regular****4****2,100.00****Permanently Binding Grand List Book(s) - Regular List****4****360.00****Double Sided laser Printing & Indexing of Grand List - MVS****1****525.00****Permanently Binding Grand List Book(s) - MVS****1****90.00****Assessor Annual Cost of Services; Maintenance of Town FTP (File Transfer Protocol) Folder****1****600.00****Subtotal****15,213.75****PP Declarations - Printing and Mailing Services****Printing, processing, and nesting personal property online letters.****1,300****390.00****#10 Window Mailing Envelopes 24# WW - 1 sided****1,300****90.00****CASI certify File****1****90.00****1st Class Postage - CASS Certified Rates****1,300****806.00****Subtotal****1,376.00****Subtotal CONTACTUAL SERVICES****16,589.75****OPTIONAL****Grand Total****Contact****Finance Dept****e-mail****leo@qds.biz****Phone #****2037559031****Ext 6555****Leo DiNicola, CFO - 203-910-2316 (c)****Customer Acceptance Signature:****Print Name and Title:****Customer Acceptance Date:****PO #:****Signature represents agreement to our Terms & Conditions:****Page 1**<http://www.qds.biz/wp-content/uploads/2024/12/QDS-STANDARD-TERMS-AND-CONDITIONS-10-28-2023.pdf>

**Quality Data Service, Inc.****121 Mattatuck Heights Rd
Waterbury, CT 06705****www.QDS.biz****Budget Letter 7/1/2026-6/30/2027**

Date	Letter/Quot...
12/1/2025	2026-Q187

Name / Address**Waterford Assessor
Town Hall
15 Rope Ferry Rd.
Waterford, CT 06385****Ship To/Bill To****Description of Services****Est Qty****Total****Increase Notices - Printing and Mailing****Printing and Processing Increase Assessor Notices****430****150.50****RE - 110****PP - 320****Folding, Stuffing, and Mailing services with Standard #10 envelope****430****98.90****Meter mail on Postage Meter - under CASS certification minimums of 550
pieces****430****25.80****1st Class Postage****430****322.50****Subtotal****597.70****I&E - Printing and Mailing - BASED ON 350****Setup Charge 4 page Pre-printed I&E < 550 pieces****1****90.00****Print 4 page Pre-printed I&E with Taxpayer Information, including Printing,
mailing services and Standard #10 envelope****350****96.25****Meter I&E's on Postage Meter****350****21.00****1st Class Postage - Regular Rate (METERED)****350****262.50****Grand Total****\$17,657.20****Contact****Finance Dept****e-mail****leo@qds.biz****Phone #****2037559031****Ext 6555****Leo DiNicola, CFO - 203-910-2316 (c)****Customer Acceptance Signature:****Print Name and Title:****Customer Acceptance Date:****PO #:****Signature represents agreement to our Terms & Conditions:****Page 2****<https://www.qds.biz/iro-content/uploads/2024/12/QDS-STANDARD-TERMS-AND-CONDITIONS-10-28-2023.pdf>**

HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE LEASE AGREEMENT. You acknowledge and agree that the Ricoh service commitments included on the "Image Management Commitments" page attached to this Schedule (collectively, the "Commitments") are separate and independent obligations of Ricoh USA, Inc. ("Rico") governed solely by the terms set forth on such page. If we assign this Schedule in accordance with the Lease Agreement, the Commitments do not represent obligations of any assignee and are not incorporated herein by reference. You agree that Ricoh alone is the party to provide all such services and is directly responsible to you for all of the Commitments. We are or, if we assign this Schedule in accordance with the Lease Agreement, our assignee will be, the party responsible for financing and billing this Schedule, including, but not limited to, the portion of your payments under this Schedule that reflects consideration owing to Ricoh in respect of its performance of the Commitments. Accordingly, you expressly agree that Ricoh is an intended party beneficiary of your payment obligations hereunder, even if this Schedule is assigned by us in accordance with the Lease Agreement.

3. **Image Charges/Meters:** In return for the Minimum Payment, you are entitled to use the number of Guaranteed Minimum Images as specified in the Payment Schedule of this Schedule. The Meter Reading/Billing Frequency is the period of time (monthly, quarterly, etc.) for which the number of images used will be reconciled. If you use more than the Guaranteed Minimum Images during the selected Meter Reading/Billing Frequency period, you will pay additional charges at the applicable Cost of Additional Images as specified in the Payment Schedule of this Schedule for images, black and white and/or color, which exceed the Guaranteed Minimum Images ("Additional Images"). The charge for Additional Images is calculated by multiplying the number of Additional Images by the applicable Cost of Additional Images. The Meter Reading/Billing Frequency may be different than the Minimum Payment Billing Frequency as specified in the Payment Schedule of this Schedule. You will provide us or our designee with the actual meter reading(s) by submitting meter reads electronically via an automated meter read program, or in any other reasonable manner requested by us or our designee from time to time. If such meter reading is not received within seven (7) days of either the end of the Meter Reading/Billing Frequency period or at our request, we may estimate the number of images used. Adjustments for estimated charges for Additional Images will be made upon receipt of actual meter reading(s). Notwithstanding any adjustment, you will never pay less than the Minimum Payment.
4. Additional Provisions (if any) are:

THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

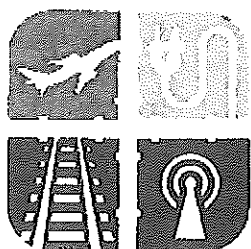
CUSTOMER By: <u>X</u> <u>Shea (Brandishea) Davy</u> Authorized Signer Signature Printed Name: <u>Shea (Brandishea) Davy</u> Title: <u>Purchasing Agent</u> Date: <u>11/3/2025</u>	Accepted by: RICOH USA, INC. By: _____ Authorized Signer Signature Printed Name: _____ Title: _____ Date: _____
--	--

Education & Dues

\$	450.00	Wichita Tax Conference
\$	140.00	Fall Meeting Assessor & Asst Assessor
\$	140.00	Spring Meeting Assessor & Asst Assessor
\$	650.00	Annual Uconn Assessor's School Assmt Aide
\$	400.00	Annual Uconn Assessor's School Workshops - Asst Assessor
\$	200.00	AAT Courses - Assmt Aide (2 per year)
\$	270.00	CAAO Dues - Assessor, Asst Assessor, Asmt Aide
\$	240.00	IAAO Dues - Assessor
\$	80.00	NRAAO Dues - Assessor & Asst Assessor
\$	45.00	GNLAA Dues - Assessor, Asst Assessor, Asmt Aide
\$	1,000.00	IAAO & Misc. course offerings for Continuing Education Credits/Assessor
\$	<u>3,615.00</u>	



Wichita Property Tax Conference



WICHITA PROPERTY TAX CONFERENCE

VALUATION & ASSESSMENT TOPICS FOR COMPLEX INDUSTRIES
(#)

SAVE THE DATE

**July 26 - 30,
2026**

Wichita Marriott

Wichita State Hughes
Metropolitan Complex

Association Charter → (</about/conferences/documents/Wichita-Property-Tax-Conference-Charter-Final.pdf>)

Mailing List → (#mailing)

2025 Agenda → (<https://lndd.adobe.com/view/944a9284-f201-49f7-96d8-ecdc98cc0a34>)

Collaboration Across Industries

This is an annual conference hosted on the campus of Wichita State University and provides valuation and assessment topics for complex industries.

Conference attendees are people involved in property tax matters and are from organizations including government, consultants, attorneys, accounting, software and educators.

INVITATION

You are cordially invited to attend the Annual Fall Meeting of
The Connecticut Association of Assessing Officers, Inc.

To be held at the Aqua Turf Club
556 Mulberry St, Southington, Connecticut



Thursday, November 6th, 2025

9:30 AM - Coffee and Pastry

10:00 AM - Meeting

12:00 Noon - Social Hour

1:00 PM - Luncheon

Program:

Welcome – President Jennifer Lineaweaver

Secretary's Report

Treasurer's Report

Committee Reports

Awards

Old Business

New Business

Please register your intentions to attend the Fall Meeting and Luncheon on November 6th, 2025
by registering online by 4 PM October 24th, 2025

Make Checks payable to: CAAO

Mail to: Town of Wethersfield C/O Sonia Betz

505 Silas Deane Highway, Wethersfield, CT 06109-2280

CAAO MEMBERS Reservations made online by October 24th, 2025 by 4PM

Cost per person \$70.00 / If received after 10/24 \$80.00

NON CAAO MEMBERS Reservations made online by October 24th, 2025 by 4
PM

Cost per person \$75.00 / If received after 10/24 \$85.00

Please make check payable to CAAO

All payments must be received before entering event

Make Checks payable to: CAAO

Mail to: Town of Wethersfield C/O Sonia Betz, 505 Silas Deane Highway, Wethersfield CT 06109-2280

PLEASE SIGN IN BEFORE YOU REGISTER

Registration Invoice

September 26, 2025

Invoice #E3404 (pg 1/1)

Sold To: Paige Walton
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385-2806

APPROVED

VENDOR# 69

PO# FY 26

CLOSE PO Y N

ACCOUNT # 10104-52050

AMOUNT 70.00

SIGN 

DATE 9/26/2025

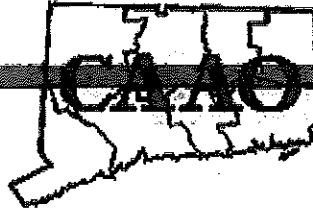
Event Name: Annual Fall Meeting 2025

Dates: 11/06/25

Location: AQUATURF CLUB

Purchase Description	Amounts
Walton, Paige Package: Chicken Florentine - CAAO member (\$70.00 USD)	\$70.00 USD
Purchase Total, Invoice #E3404:	\$70.00 USD
Payment Received:	\$0.00 USD
Amount Due:	\$70.00 USD

CONNECTICUT ASSOCIATION OF ASSESSING OFFICERS, INC.



31st Annual Fall Symposium

Thursday September 11, 2025
at: Courtyard by Marriott-Cromwell

Registration begins at 8:00 am
Breakfast will be served

9:00 am - 2025 Legislative Update

Presenters: Jennifer Lineaweaver, CCMA II, Assessor Town of Stonington, and
John Chaponis, CCMA II, Assessor, Towns of Colchester and Andover

12:00-1:30 pm Lunch and Vendor Fair

A selection of wraps will be offered.
Cookies and coffee selection in the afternoon.

1:30 pm - New Ratio Standards & Quadrennial Form (M-3) Review

Presenters: Melissa Baer, CAE, CCMA II, Mass Appraisal Consultant, along with
William Gaffney, CCMA II, Assessor City of Shelton and Interim Assessor, City of Bridgeport,
and Helen Totz, CCMA II, Assessor, Town of East Windsor

6 total hours of continuing education credits

\$70 current CAAO member
\$100 non-CAAO member

Checks made payable to: CAAO
Mail registration and payment to:

Town of Hebron, CT
Assessor's Office, Attn: Suzanne Topliff
15 Gilead St, Hebron, CT 06248-1501

Registration deadline: August 28, 2025

FILE COPY

CAAO 31st Annual Fall Symposium Reservation Form

Date: September 11, 2025

Time: 8:00 AM

Place: Courtyard by Marriott Cromwell, 4 Sebetine Drive, Cromwell, CT 06410

Reservation Form (please select appropriate choice)

☒

Cost: \$70 (CAAO member)

☐

Cost: \$100 (non-CAAO member)

APPROVED

VENDOR# 69

Name: Paige Walton

PO# FY 2026

Please print name

CLOSE PO Y N

Municipality or Organization:

Town of Waterford

AMOUNT # 10104-52050

AMOUNT \$70.00

Email:

pwalton@waterfordct.org

SIGN Paige S. Walton

DATE 7/18/2025

Please RSVP by Thursday August 28, 2025

Make checks payable to: CAAO

☐

Will bring check to Symposium

☒

Check will be mailed

Send this completed form & payment to:

CAAO

C/O Suzanne Topliff

Assessor's Office

15 Gilead St, Hebron, CT 06248-1501

Phone: (860) 228-5971x147

stopliff@hebronct.gov

***it is recommended you bring a pen and notepad (or preferred electronic device) and business cards to the symposium.**

Town of Waterford, CT 06385		PAGE: 1 OF 1		CHECK NUMBER: 00323398	
INVOICE DATE	INVOICE NUMBER	DESCRIPTION			INVOICE AMOUNT
04/03/2025	CCMA24-04032025-1...	CCMA COURSE 2A GL#:10104 - 52050			\$550.00
Vendor No.	Vendor Name		Check No.	Check Date	Check Amount
413	UConn		323398	05/09/2025	\$550.00



Town of Waterford
Accounts Payable
15 Rope Ferry Rd.
Waterford, CT 06385
(860) 444-5842 Fax: (860) 440-0579

Vendor Number	Check Date	Check Number
413	05/09/2025	323398

\$550.00

Five Hundred Fifty Dollars and 00 Cents

Pay
the
Order Of

UConn
UConn EVENTS AND CONFERENCE
ATTN: ASSESSORS CCMA 25
2011 HILLSIDE ROAD, UNIT 1185
STORRS, CT 06269-1185

**FILE COPY
NON-NEGOTIABLE**

April 3, 2025

UConn

UNIVERSITY EVENTS AND
CONFERENCE SERVICES

INVOICE

Jessica Hewitt
Town of Waterford
15 Rope Ferry Rd

Waterford, CT 06385, USA

INVOICE DETAILS

Invoice
CCMA24-04032025-1448-1083

Order
FVNFDZFZ8B3J

Invoice Date
April 3, 2025 / 8:58 AM ET

Item	Price	Quantity	Amount
CCMA Course 2A	\$550.00	1	\$550.00

Order Total: \$550.00

APPROVED
VENDOR# 413
PO# FY 25
CLOSE PO Y N
ACCOUNT # 10104 - 52050
AMOUNT \$550
SIGN Ben S. Wall
DATE 4/21/25

Ⓢ See attached
Out of Series transfer
Request
Sent to Kim
4/21/25

UConn Events and Conference Services
Invoice CCMA24-04032025-1448 \$ 550.00
UConn
04/03/2025 * Page 0 FPO D0C1655755

Balance Due: \$550.00

Payment by "TouchNet" indicates a credit card payment. You will receive a separate email confirmation from TouchNet if you paid by credit card.

All checks should be made out to: "UConn - Assessors CCMA 25" and mailed to the address below.

UConn Events and Conference Services

2011 Hruska Road, Unit 0185
Storrs, CT 06268-1185
(p) 860-486-1038, (f) 860-486-1054
conferences@uconn.edu

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
01/03/2025	4387	MEMBERSHIP DUES GL#:10104 - 52050	\$90.00
1/03/2025	4207	MEMEBERSHIP DUES GL#:10104 - 52050	\$90.00
01/03/2025	4434	MEMBERSHIP DUES GL#:10104 - 52050	\$90.00

Vendor No.	Vendor Name	Check No.	Check Date	Check Amount
69	CAAO, INC	321889	01/17/2025	\$270.00

**Town of Waterford**

Accounts Payable

15 Rope Ferry Rd.

Waterford, CT 06385

(860) 444-5842 Fax: (860) 440-0579

Vendor
Number

69

Check
Date

01/17/2025

Check
Number

321889

\$270.00

Two Hundred Seventy Dollars and 00 Cents

Pay
the
der Of

CAAO, INC
C/O MARSHA BENNO,
ASSESSOR'S OFFICE
11 MEETINGHOUSE LANE
WOODBIDGE, CT 06525-0000

FILE COPY
NON-NEGOTIABLE

Paige Walton

From: IAAO Support <support@iaao.org>
Sent: Wednesday, December 3, 2025 9:54 AM
To: Paige Walton; accounting@iaao.org
Subject: IAAO Billing Notice

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization.
(Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.)



2026 Renewal Notice

International Association of Assessing Officers
314 W 10th
Kansas City, MO 64105 United States
816-701-8100
<https://www.iaao.org/>

Renewal Number	0047022
Invoice Date	10/15/2025
Due Date	Due upon receipt
Pay Now	click here

Paige Walton

Please make checks payable to:
International Association of Assessing Officers

IAAO Lockbox PO Box 802823
Kansas City, MO 64180 - 2823 United States
816-701-8100

ACH Bank Account Details: -

Name: International Association of Assessing Officers

Bank: Commerce Bank

Account Number: 676269773

Wire Routing Number: 101000019



Renewal Number	
Name	Paige S. Wallon
Amount Enclosed	\$

Northeastern Regional Association of Assessing Officers

An Affiliate of the International Association of Assessing Officers

2026 Membership Application

Dear Assessing/Appraising Professional,

Below is an application to renew your membership of the Northeastern Regional Association of Assessing Officers. Our organization has been in existence for over fifty years and was created to provide training and educational opportunities for assessing officials, to improve assessment standards and to promote more efficient and uniform administration of property tax laws throughout the northeastern United States and Canada.

In order to reach the above goals, the NRAAO sponsors an annual conference. This year the 2025 conference was hosted by Rhode Island in beautiful Newport. The dates of the conference were May 3-8, 2025 at the Newport Harbor Island Resort. The 2026 conference will be hosted by New Hampshire at the Sheraton Portsmouth Harborside Hotel May 17 - 20, 2026. Go to NRAAO.org for details. Join us for a terrific opportunity to obtain ongoing education credits you need.

PLEASE keep your membership CURRENT...Membership is important during these uncertain times that we have a network of professionals in the appraising/assessing field that could help you to gain insight to how the assessment field operates, learn about new laws and regulations and contact other assessing officials from various communities, states and provinces

Please fill out the application and send it along with the proper fee, via check, money order or voucher made out to NRAAO and return it to Betsy Quist, P.O. Box 5005, Woodbridge, CT 06525.

APPROVED PAY ONLINE - NRAAO.ORG (fees apply)

VENDOR# 2549 The fee structure is as follows:

PO# FY26 Active Member (Assessing Officials): \$ 40.00
Associate Member (Retired Officials): \$ 15.00
CLOSE PO Y Subscribing Members (Corporate, Reps, etc): \$ 100.00

ACCOUNT# 10104-52050
If you have any questions, please feel free to contact me at 203-214-1781 or bquist@derbyct.gov

AMOUNT 40.00

SIGN [Signature] RENEWAL MEMBERSHIP APPLICATION 2026
NORTHEASTERN REGIONAL ASSOCIATION OF ASSESSING OFFICERS

DATE 12/4/2025 Name: Paige Walton Title: Assessor Date: 12/4/2025

Jurisdiction/Firm: Town of Waterford Phone Number: (860) 444-5822

Mailing Address: 15 Rope Ferry Rd. City: Waterford ST: CT Zip: 06385

Fax Number: — E-Mail Address: pwalton@waterfordct.org

Signature [Signature]

CLAIMANT'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that this invoice is correct in all particulars, the articles have been furnished or services rendered as stated herein, and no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim and that the amount charged is a reasonable one.

Betsy A Quist

Betsy Quist, Membership Chair - Tax ID#23-7136028

**GREATER NEW LONDON AREA ASSESSORS
ASSOCIATION**

FILE COPY

2025 Membership Dues Notice

For April 1, 2025 through March 31, 2026

APPROVED

Name: Paige Walton **VENDOR#** 203

Municipality: Town of Waterford **PO#** **FY** 25

Address: 15 Rope Ferry Rd **CLOSE PO** Y N ☒

City/State/Zip: Waterford, CT 06385 **ACCOUNT #** 10104-52050

Phone Number: 860-444-5820 **AMOUNT** 15.00

Email: pwalton@waterfordct.org **SIGN** [Signature]

DATE 3/20/25

Dues are \$15.00

Make checks payable to GNLA

Please remit your payment by 4/15/2025 with completed form to:

Kathi Race, Assessor's Office
Town of East Hampton
1 Community Dr.
East Hampton, CT 06424-1000

****Please complete a separate form for each employee as necessary****

Materials & Supplies: Accounts 53020 – 53200: Includes additional supplies and materials required to effectively operate the Assessor's office.

- **10104-53020 – Other Supplies** Request: **\$1,000** **19.76% increase**

The Assessor's office requires an allowance for miscellaneous items and supplies not provided as standard office supplies through the Finance Office. Supply funds requested are for the following items:

○ Dymo Label Rolls: 10 @ \$10 each	\$100
○ Toner Cartridges public printer 2 @ 150 each	\$300
○ Bankers Boxes 12 pk @\$30	\$ 30
○ 3 Ring Binders 2 & 1 inch (4pk each size)	\$ 75
○ Shredder Bags 2 boxes @ \$21	\$ 42
○ Expandable 10x13 mailers (1 case)	\$100
○ Tax Map Vinyl protector sheets (1 case)	\$185
○ Legal & Graph pads	\$ 70
○ Flash Drives 2 – 3packs @25	\$ 50
○ Canon digital camera memory cards & reader	\$ 48
	<u>\$1,000</u>



CONNECTICUT ASSOCIATION OF ASSESSING OFFICERS

MOTOR VEHICLE COMMITTEE

SUBSCRIPTION RENEWAL

2025 MOTOR VEHICLE ORDER FORM

Tuesday, April 29, 2025

Waterford Assessor's Office
Town Hall
15 Rope Ferry Road
Waterford CT 06385-2806

1 2025 MOTOR VEHICLE PRICING \$ 700

(This cost is to have your vehicles valued for your 2025 Grand List and must be ordered)

1 2025 Price Digest 1 -5 licenses (up to 5 licenses) \$ Included

****Each town's order will include 1 - 5 licenses/users for the Price Digest online program.**

****There are no books & no JD Power online subscriptions****

TOTAL AMOUNT DUE TO CAAO, INC \$ 700.00

MAKE CHECK PAYABLE TO: CAAO, INC

MAIL PAGE THIS PAGE WITH PAYMENT TO:

APPROVED

VENDOR# 69

PO# FY 2025

USE PO Y N

ACCOUNT # 104-53200

AMOUNT \$700.00

SIGN Sara Swelt

DATE 4/30/25

Sandra Rainieri
City of Milford
Assessor's Office
70 West River St
Milford, CT 06460

Paige Walton

From: Connecticut Association of Assessing Officers, Inc Message Board <no-reply@viethconsulting.com>
Sent: Tuesday, December 2, 2025 2:10 PM
To: Paige Walton
Subject: Connecticut Association of Assessing Officers, Inc Message Board Update

CAUTION: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.

Posted to: "Hotline - Assessor's Only board, "Price Digest - 2026 Budgeting" topic.

Lawrence LaBarbera wrote:

Connecticut Association of Assessing Officers
Motor Vehicle Committee

Shawna Baron, CCMA II, Chair
sbaron@cromwellct.com

Patrick Sullivan, CCMA II, Co-Chair
Patrick.Sullivan@WestHartfordCT.gov

Hello Assessors,

Sandy has been receiving a lot of calls from Assessors working on next year's budget. Next year is the third year of a three-year contract with Price Digest. The contract allows a 10% increase from this year's cost so we suggest, when budgeting for next year's MV costs, to budget an increase of 10% from your 2025 MV cost.

You are opted-in to the [Hotline - Assessor's Only] board.

If you would like to reply to this message, please log-in to the message board first.

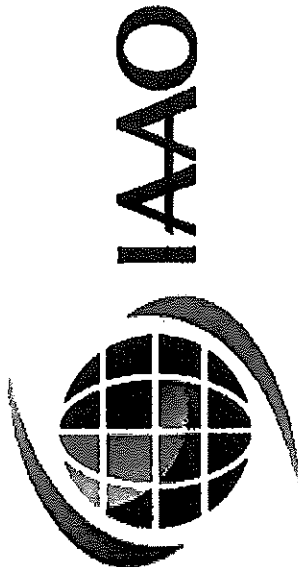
If you want to stop receiving these emails please click here: [opt-out and unsubscribe](#)

Paige Walton

From: IAAO Support <support@iaao.org>
Sent: Wednesday, December 3, 2025 9:54 AM
To: Paige Walton; accounting@iaao.org
Subject: IAAO Billing Notice

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.



2026 Renewal Notice

International Association of Assessing Officers
314 W 10th
Kansas City, MO 64105 United States
816-701-8100
<https://www.iaao.org/>

Renewal Number	0047022
Invoice Date	10/15/2025
Due Date	Due upon receipt
Pay Now	click here

Paige Walton

Please make checks payable to:
International Association of Assessing Officers

IAAO Lockbox PO Box 802823
Kansas City, MO 64180 - 2823 United States
816-701-8100

ACH Bank Account Details: -

Name: International Association of Assessing Officers

Bank: Commerce Bank

Account Number: 676269773

Wire Routing Number: 101000019



Renewal Number	
Name	Paige S. Walton
Amount Enclosed	\$

Assessor's Office

Reimbursable Expense Estimate FY27

Reimbursable Expenses - Mileage

375 miles to Uconn - Assistant Assessor

375 miles to Uconn - Asmt Aide

450 miles to Rocky Hill AAT Asmt Aide - 2 courses

260 miles to Aquaturf - Assistant Assessor - 2 meetings

230 miles to Aquaturf - Assessor - 2 meetings

110 miles to Cromwell Fall Symposium - Assistant Assessor

85 miles to Cromwell Fall Symposium - Assessor

100 miles estimated Assessor additional in-person courses

1985 \$1,390.00

TOWN OF WATERFORD
GENERAL FUND
2026 - 2027 PROPOSED BUDGET

DEPT/AGENCY: 10105 BD. OF ASSESSMENT APPEALS

LINE ITEM	DESCRIPTION	2024-2025 ACTUAL EXPENDED	2025-2026 RTM APPROP.	2025-2026 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/26	2026-2027 DEPT/ AGENCY REQUEST	2026-2027 APPROVED BD/COMIM.	Department Request \$ Increase	Department Request % Increase
PERSONNEL COSTS									
51010	ELECTED OFFICIALS	300	300			1,500	1,500	1,200	400.00%
51210	CLERICAL/TECHNICAL	537	809			2,712	2,712	1,903	235.23%
51920	F.I.C.A	64	85			323	323	238	280.00%
	SUBTOTAL	901	1,194	0	0	4,535	4,535	3,341	279.82%
SERVICES									
52010	ADVERTISING	318	350			500	500	150	42.86%
52020	POSTAGE	52	85			408	408	323	380.00%
52050	DUES, CONF., & EDUCATION	0	200			250	250	50	25.00%
	SUBTOTAL	370	635	0	0	1,158	1,158	523	82.36%
DEPARTMENT TOTAL									
		1,271	1,829	0	0	5,693	5,693	3,864	211.26%

TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Board of Assessment Appeals



BUDGET FUNCTION

The Board of Assessment Appeals is an official municipal agency, created by Connecticut state law that is designed to serve as an appeal body for taxpayers who wish to challenge the valuation of their property or the denial of an exemption. The Board of Appeals is typically comprised of three elected members who meet twice annually to hear taxpayer appeals. Appellants may appear before the Board to appeal their current Grand List valuations for real estate, personal property or motor vehicles in the month of March and may also appear in September when the Board meets exclusively to review motor vehicle appeals.

During the year in which a revaluation takes effect the number of appeals that the Board is required to hear often increases dramatically. Due to the increased workload in a statutorily defined period of time, the standard rate of compensation per board member temporarily increases to \$300 per member. Additionally, two alternate members are appointed to the Board to assist with the hearing process and increased caseload.

Assessment staff provides technical support during the hearing and deliberation process and directs complex issues and questions to the Assessor for clarification to the Board. All BAA members receive a fixed stipend for their service on the board and assisting staff are compensated at the appropriate overtime rate and are scheduled based on the number of appeals the Board receives.

TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Board of Assessment Appeals



BUDGET SUMMARY

Line Item	FY 2025 <u>Appropriated</u>	FY 2026 <u>Appropriated</u>	FY 2027 <u>Request</u>	Change from FY 2026 (+/-)
PERSONNEL COSTS				
51010 Elected Officials	300	300	1500	1200
51210 Clerical/Technical	752	806	2712	1906
51920 Fica	80	858	323	238
SUBTOTAL	1,132	1,194	4,535	3,344
SERVICES				
52010 Advertising	350	350	500	150
52020 Postage	60	85	408	315
52050 Dues, Conf. & Education	200	200	250	50
SUBTOTAL	610	635	1158	515
DEPARTMENT TOTAL	1,742	1,829	5,693	3,859

**TOWN OF WATERFORD
FY2027 BUDGET REQUEST**



DEPARTMENT: Board of Assessment Appeals

BUDGET EXPLANATIONS BY CATEGORY

Personnel Costs: Compensation for members of the Board of Assessment Appeals is fixed at \$100 per year per member except during revaluations. To account for the anticipated number of appeals in 2027, compensation will increase to \$300 per member and an additional two members will temporarily join the board as alternates. Clerical costs are based on the estimated number of appeals that the board may hear resulting from the 2026 revaluation and any motor vehicle appeals heard during the board's September session. The chart below outlines the number of appeals heard each year and the required clerical hours to facilitate the hearing process. FY27 personnel costs are calculated assuming 262 total appeals with 67 hours of clerical time provided by the Assessor's staff at an overtime rate of pay. The calculated FICA is included.

	2021 GL	2022 GL	2023GL	2024 GL
# Appeals March Session	16	178	31	36
# Appeals Sept Session	18	10	7	2
Total Appeals	<u>37</u>	<u>188</u>	<u>38</u>	<u>38</u>
# Clerical Hours	20	60	20	20

Budget Request: **\$4,535**

See the Personnel/Fringe Benefit spreadsheet for calculations.

TOWN OF WATERFORD
FY2027 BUDGET REQUEST
DEPARTMENT: Board of Assessment Appeals



Services: Accounts 52010-52050: Encompassing all necessary operating costs, including statutorily required legal ads and filing notifications, related postage costs, and provisions for Board Member and staff training in assessment appeals.

Budget Request: **\$1,150**

- **10104-52010 – Advertising Request: \$500**

Includes required annual publication notifying taxpayers of Board of Assessment Appeals Hearing dates and appeals procedures. Required notices are published in *The Day* newspaper and posted on the Town's website twice annually. Advertising costs incurred in FY25 = \$318. Additional hearing dates and times will require a larger notice publication in FY 2027

Advertising Breakdown:

March 2027 Legal Ad: \$350

September Legal Ad: \$150

\$350

- **10104-52020 – Postage Request: \$408**

Postage estimate is based on approximately 524 mailings at the standard rate and includes an original hearing appointment notification to each appellant and a statutorily required post hearing action notice to each appellant containing appeal results and the process to pursue their appeal in Superior Court if aggrieved.

Postage costs incurred in FY25 = \$52 FY26 anticipated total cost \$85

- **10104 – 52050 – Dues, Conf. & Education Request: \$250**

Education cost represents an allowance for BAA training, which is made available to all board members and clerical staff by the state's Office of Policy and Management in conjunction with the Connecticut Association of Assessing Officers. All BAA members and clerical staff should attend training annually. The current cost for the BAA course is \$50/per person. In FY27 all board members and alternates should be in attendance.

TOWN OF WATERFORD
PERSONNEL WORKSHEET - BOARD OF ASSESSMENT APPEALS
2026-2027 FISCAL YEAR

LINE 51920

DATE OF HIRE	EMPLOYEE	HOURS WORKED/ WEEK	HOURLY RATE FY27	SALARY 2025/2026	SALARY 2026/2027	LONGEVITY FY27	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A)
	Assessment Aide III	4	\$ 40.4700	161.84	161.88	N/A	161.88	12.38
	Sept MV Session							
	March Session	63	\$ 40.4700	647.36	2,549.61	N/A	2,549.61	195.05
	Total Clerical Technical							
ELECTED	BAA MEMBERS	FLAT FEE		809.20	2,711.49		2,711.49	207.43
				1,500.00			1,500.00	114.75
	Total Elected			1,500.00			1,500.00	114.75
TOTALS							4,211.49	322.18

WORKDAYS 2026/2027	WEEKS TO BUDGET
261	52.2

The Day

THE DAY PUBLISHING COMPANY
200 STATE ST
NEW LONDON, CT 06320

ACCOUNT NUMBER	CUSTOMER
D93229	TOWN OF WATERFORD - ASSESSORS

CLIENT	PAGE NUMBER	DUE DATE
	Page 1 of 1	Upon Receipt

Order Number	Amount Due
d01101643	\$142.48

TOWN OF WATERFORD - ASSESSORS
15 ROPE FERRY RD
WATERFORD, CT 06385
United States

MAKE CHECKS PAYABLE
TO DAY PUBLISHING
COMPANY
Include your account # /
order # on your check
remittance

CHECK NUMBER
AMOUNT PAID

PLEASE RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	DESCRIPTION	PUBLICATION	REFERENCE #	SIZE/LINES OR QTY	GROSS AMOUNT	OTHER	NET AMOUNT
08/04/25	BOAA Motor Vehicle Grand List	The Day	BOAA Motor Vehicle Grand List	2 col	\$112.48	\$0.00	\$112.48
08/04/25	BOAA Motor Vehicle Grand List	Day Classified Webpage	BOAA Motor Vehicle Grand List	2 col	\$5.00	\$0.00	\$5.00
08/04/25	BOAA Motor Vehicle Grand List	CT Public Notices Webpage	BOAA Motor Vehicle Grand List	Not Applicable	\$25.00	\$0.00	\$25.00
					\$142.48	\$0.00	\$142.48

Account Number	Customer	Total Due
D93229	TOWN OF WATERFORD - ASSESSORS	\$142.48

Day Credit Department
Community Classifieds - Toll Free
Day Publishing Company - Toll Free

860-701-4204
800-582-8296
800-542-3354

Accounting Fax 860-437-7504
Advertising Fax 860-437-8780
Classified Fax 860-442-5443

APPROVED

VENDOR# 157

PO# — FY 2026

CLOSE PO Y — N —

ACCOUNT # 000000 10105-52010

AMOUNT 142.48

SIGN J. H. Smith

DATE 7/24/25

The Day

THE DAY PUBLISHING COMPANY
PO BOX 1231
47 EUGENE O'NEILL DRIVE
NEW LONDON, CT 06320-1231

ACCOUNT NUMBER	CUSTOMER	BILLING PERIOD	
D93229	TOWN OF WATERFORD - ASSESSORS	01/01/25-01/31/25	
CLIENT	PAGE NUMBER	DUE DATE	
	Page 1 of 1	02/28/2025	
Current	Over 30 Days	Over 60 Days	Total Balance
\$154.64	\$0.00	\$0.00	\$154.64

TOWN OF WATERFORD - ASSESSORS
15 ROPE FERRY RD
WATERFORD, CT 06385
United States

Look for a email from
notifications@prestelligence.com
which will direct you to our new tear
sheet provider to create a new
account.

STATEMENT NUMBER

61733

CHECK NUMBER

AMOUNT PAID

PLEASE RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	DESCRIPTION	PUBLICATIONS	REFERENCE # PO #	SIZE/LINES OR QTY	NET AMOUNT
	Previous Balance				\$0.00
01/27/25	24 GL BAA Legal Ad	CPNW, DAY, DCW	d01092151 24 GL BAA Legal Ad	2 col X 17 Lines	\$154.64

Day Credit Department
Community Classifieds - Toll Free
Day Publishing Company - Toll Free

860-701-4204
800-582-8296
800-542-3354

Accounting Fax 860-437-7504
Advertising Fax 860-437-8780
Classified Fax 860-442-5443

Billing Period	Account Number	Customer	
01/01/25-01/31/25	D93229	TOWN OF WATERFORD - ASSESSORS	

Current Due	Over 30 Days	Over 60 Days	Total Balance
\$154.64	\$0.00	\$0.00	\$154.64

APPROVED

VENDOR# 724

PO# FY 2025

CLOSE PO Y N

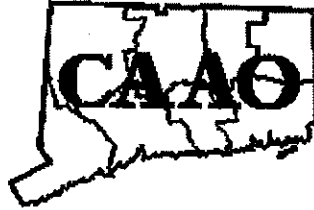
ACCOUNT # 10105-52010

AMOUNT \$154.64

SIGN Pat S Wat

DATE 2/3/25

CONNECTICUT ASSOCIATION OF ASSESSING OFFICERS, INC.



Board of Assessment Appeals Workshop

Wednesday January 7, 2026

5:30 to 8:30 pm

Snow Date: January 13

Audrey P. Beck Municipal Building

4 S Eagleville Road

Storrs Mansfield, CT 06268

Instructor: Timothy Hutvagner, CCMA II

3 hours Continuing Education Credits

The Workshop cost is **\$50.00**
payment receipt required for class attendance.

Please make payment out to CAAO and mail registration to

Danielle Caruso, Assessor's Office

4 South Eagleville Road

Mansfield, CT 06268-2599

Registration deadline is: December 30, 2025

~~BAA Handbook will be emailed upon receipt of registration and payment.~~

Questions can be directed to: Danielle Caruso, 860-429-3311 or

carusod@mansfieldct.org

**Board of Assessment Appeals
15 Rope Ferry Road
Waterford, CT 06385**



**Phone: (860) 444-5820
Fax: (860) 444-5819**

**Board of Assessment Appeals
Meeting Minutes
Motor Vehicle Session**

Date: Wednesday, September 10, 2025
Place: Assessor's Office
15 Rope Ferry Rd
Waterford Town Hall
Time: 6:00pm

Board Members Present: Marilyn Lusher (Chairperson), Jerry Porter, Lee Couture

Staff Present: Jessica Hewitt (recording secretary)

The Board of Assessment Appeals met on Wednesday, September 10, 2025:

- The meeting was called to order at 5:59pm
- The Board voted unanimously to accept meeting minutes from March 19, 2025 as read.
- The Board voted unanimously to approve the BAA budget for FY26-27. Budget Request total of \$5,693.
- Dates for Board of Assessment Appeals meetings for the 2025 Grand List were decided as March 19, 2026 and March 25, 2026 beginning at 5:30pm.

All decisions were voted on by Board members Marilyn Lusher, Jerry Porter, and Lee Couture.

. The following decisions were made:

1. Alice and Randy Murallo- 2016 Volvo XC60
 - a. Decision: The Board voted unanimously. MSRP is correct, depreciation calculated appropriately, no change in assessment.
2. Parker Clark – 2018 Acura RDX
 - a. Decision: The Board voted unanimously. MSRP is correct, depreciation calculated appropriately, no change in assessment.

There being no further business, the meeting was adjourned at 6:31 pm

Respectfully Submitted,

Jessica Hewitt

Secretary

REC-1
5 P 3:53
D.C.T
OR RECORD

TOWN OF WATERFORD
GENERAL FUND
2026-2027 PROPOSED BUDGET

DEPT/AGENCY: 10145 HUMAN RESOURCES DEPARTMENT

LINE ITEM	DESCRIPTION	2024-2025 ACTUAL EXPENDED	2025-2026 RTM APPROP.	2025-2026 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/26	2026-2027 DEPT/ AGENCY REQUEST	Department Request \$ Increase	Department Request % Increase
PERSONNEL COSTS								
51110	ADMINISTRATION	98,319	99,240		45,256	101,721	2,481	2.50%
51210	CLERICAL/TECHNICAL	59,975	61,469		28,053	63,005	1,536	2.50%
51920	F.I.C.A	11,799	12,294		5,515	12,602	308	2.51%
	SUBTOTAL	170,093	173,003	0	78,824	177,328	4,325	2.50%
SERVICES								
52010	ADVERTISING	1,456	4,400		2,004	4,600	200	4.55%
52020	POSTAGE	359	904		151	767	(137)	-15.15%
52030	PROFESSIONAL FEES	39,807	50,000		50,000	57,000	7,000	14.00%
52040	SERVICE CONT. & REPAIR	1,112	1,467		1,199	1,467	-	0.00%
52050	DUES, CONF. & EDUCATION	199	874		320	759	(115)	-13.16%
52070	REIMBURSABLE EXPENSE	90	250		73	250	-	0.00%
52080	TELEPHONE	512	516		299	521	5	0.97%
52300	TRAINING	6,395	6,680		5,480	6,954	274	4.10%
52570	EMPLOYEE ASSIST. PROGRAM	4,500	4,500		4,500	4,815	315	7.00%
	SUBTOTAL	54,430	69,591	0	64,026	77,133	7,542	10.84%
MATERIALS & SUPPLIES								
53020	OTHER SUPPLIES	423	1,050		56	1,050	-	0.00%
	SUBTOTAL	423	1,050	0	56	1,050	-	0.00%
FURNITURE & EQUIPMENT								
54010	OFFICE FURNITURE	0	560		459	966	406	72.50%
	SUBTOTAL	0	560	0	459	966	406	72.50%
	DEPARTMENT TOTAL	224,946	244,204	0	143,365	256,477	12,273	5.03%

TOWN OF WATERFORD

FY 2027 BUDGET REQUEST

HUMAN RESOURCES DEPARTMENT



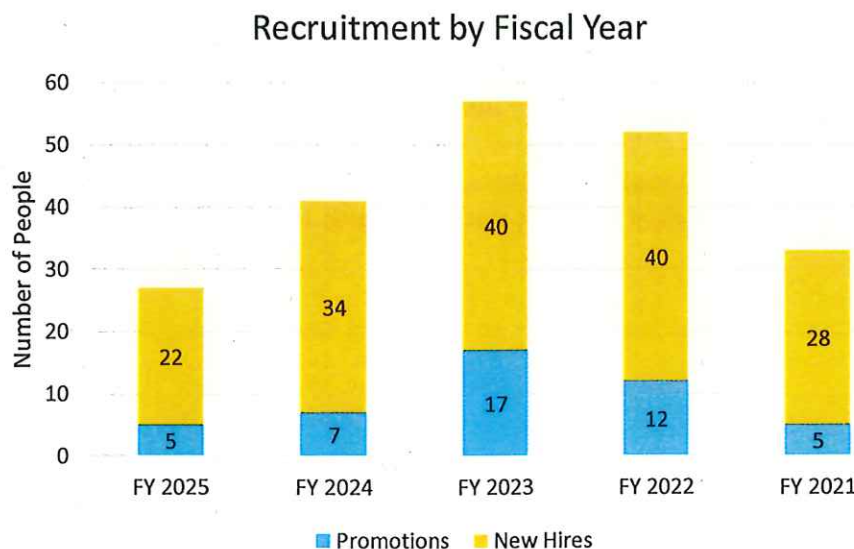
The Town's Human Resources function has the responsibility to coordinate the personnel actions in the Town in such a manner as to provide the community with efficient, economical service and aid in staffing the general government of the town with qualified, productive personnel (Code of Ordinances, Waterford, 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 2025, the Human Resources Department saw a decline in recruitment postings compared to the last few years. The Department posted and/or advertised 27 open positions, resulting in 5 promotions, 19 new full-time hires, and 3 new part-time hires. In addition, the Department processed 119 seasonal new/re-hires consisting of 55 employees for the Recreation & Parks Department playground program and beach staff and 64 employees for the Youth & Family Services' Camp DASH program.



TOWN OF WATERFORD

FY 2027 BUDGET REQUEST

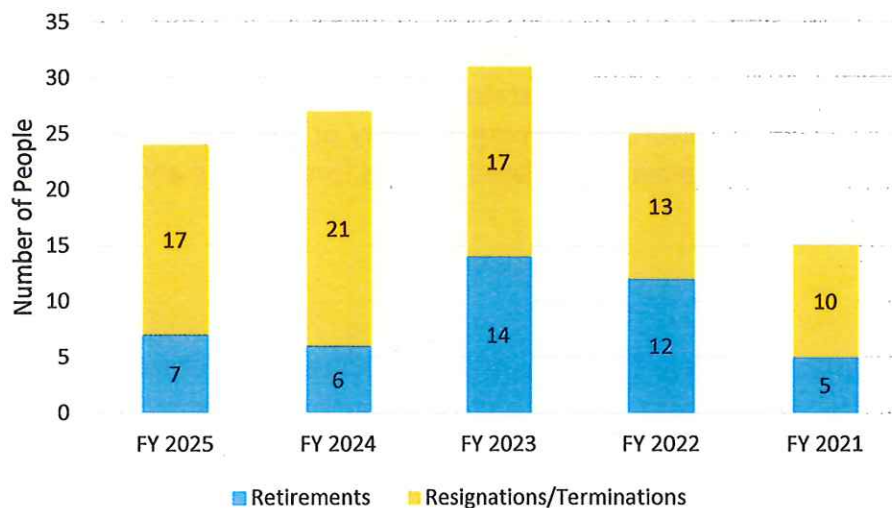
HUMAN RESOURCES DEPARTMENT



The Human Resources Department also processed 24 retirements/resignations in FY 2025, including the following retirements of employees who had served the Town of Waterford for over 20 years:

- Director of Utilities (Utility Commission): 39 years of service
- Fire Captain (Fire Department): 31 years of service
- Secretary I (Police Department): 28 years of service
- Survey Party Chief (Utility Commission): 28 years of service
- Patrolman First Class (Police Department): 26 years of service
- Patrolman First Class (Police Department): 25 years of service
- Patrolman First Class (Police Department): 23 years of service

Turnover by Fiscal Year



In regards to collective bargaining, the Town of Waterford settled one collective bargaining agreement (CBA) during FY 2025 with the Waterford Professional Firefighters Association, Union Local 4629 International Association of Firefighters, AFL-CIO. This CBA was signed on December 23, 2024 after RTM approval and covers the period of July 1, 2024 – June 30, 2028.

Aside from the Waterford Professional Firefighters, no other union negotiations took place in FY 2025, as the remaining CBAs remain in effect through June 2026 and June 2027.

TOWN OF WATERFORD

FY 2027 BUDGET REQUEST

HUMAN RESOURCES DEPARTMENT



Looking Forward:

For FY 2027, 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.

With the Personnel Review Board's approval, the Director of Human Resources, in collaboration with the Town's labor attorney, will begin updating the Town's Personnel Policies Manual with the intent to finalize in FY 2027.

In regards to collective bargaining, the Town of Waterford will begin negotiations for a successor CBA in FY 2027 with the Local 818 of Council #4, American Federation of State, County, and Municipal Employees (AFSCME), General Government Administrators (GGA). It is anticipated that this CBA will not be settled until FY 2028.

It is also anticipated that the Town of Waterford will conclude negotiations for successor CBAs in FY 2027 with the following bargaining units:

- Local 1303-037 of Council #4, American Federation of State, County, and Municipal Employees, AFL-CIO: Current collective bargaining agreement ends June 30, 2026
- United Public Service Employees Union/Connecticut Organization for Public Safety Division (UPSEU/COPS) Waterford Police Union: Current collective bargaining agreement ends June 30, 2026
- United Public Service Employees Union (UPSEU), Waterford Public Safety Dispatchers Unit: Current collective bargaining agreement ends June 30, 2026

TOWN OF WATERFORD

FY 2027 BUDGET REQUEST

HUMAN RESOURCES DEPARTMENT



BUDGET JUSTIFICATION

51110 – ADMINISTRATION **\$101,721**
 Human Resources Director

51210 – CLERICAL/TECHNICAL **\$63,005**
 Human Resources Assistant

51910 – FRINGE BENEFITS **\$12,602**
 51920 – FICA: 7.65% of taxable wages of \$164,726 = \$12,602

GRAND TOTAL 51000 SERIES **\$177,328**

52010 – ADVERTISING **\$4,600**
 Indeed: \$400/post x 10 postings = \$4,000 (see attached example)
 CCM: \$150/post x 4 postings = \$600 (see attached example)

Expended FY25	Expended FY24	Expended FY23	Expended FY22
\$1,456	\$2,997	\$1,661	\$2,341

52020 – POSTAGE **\$767**
 15 pieces per week @ \$0.78 each \$608.40
 30 certified notifications @ \$5.30 each \$159.00

Expended FY25	Expended FY24	Expended FY23	Expended FY22
\$359	\$453	\$514	\$558

52030 – PROFESSIONAL FEES **\$57,000**
 Legal fees in regards to collective bargaining, union grievances, policy review, wage and hour, leave compliance, ADA, employee discipline/termination. The request for this line has been increased due to upcoming union negotiations for four successor collective bargaining agreements (1303, Police, Dispatch, and GGA).

Expended FY25	Expended FY24	Expended FY23	Expended FY22
\$39,807	\$52,655	\$68,772	\$120,695

TOWN OF WATERFORD

FY 2027 BUDGET REQUEST

HUMAN RESOURCES DEPARTMENT



Professional Fee Breakdown by Fiscal Year



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 FY25	Expended FY24	Expended FY23	Expended FY22
\$1,112	\$1,255	\$1,167	\$1,268

52050 – DUES, CONFERENCES, EDUCATION

\$759

SHRM annual dues for Director (see attached)	\$299.00
CT Business & Industry Assoc. (CBIA) Yearly HR Conference (see attached example)	\$320.00
Human Resource Leadership Assoc (HRLA) Workshops \$35 x 4 workshops (see attached example)	\$140.00

Expended FY25	Expended FY24	Expended FY23	Expended FY22
\$199	\$455	\$420	\$503

52070 – REIMBURSABLE TOWN EXPENSES

\$250

Refreshments for interview panels and workshops

Expended FY25	Expended FY24	Expended FY23	Expended FY22
\$90	\$136	\$0	\$99

TOWN OF WATERFORD

FY 2027 BUDGET REQUEST

HUMAN RESOURCES DEPARTMENT



52080 – TELEPHONE

\$521

Cell phone expense for Director - \$43.40/month

Expended FY25	Expended FY24	Expended FY23	Expended FY22
\$512	\$454	\$492	\$431

52300 – TRAINING

\$6,954

Local GovU on-line training for OSHA required trainings and other required industry trainings for Town employees (200 users @ \$28.77/user). (see attached Lexipol proposal) \$5,754

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

Expended FY25	Expended FY24	Expended FY23	Expended FY22
\$6,395	\$3,834	\$2,765	\$195

52570 – EMPLOYEE ASSISTANCE PROGRAM

\$4,815

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 202 full-time employees @ \$23.84 per person. (see attached estimate from Solutions EAP)

Expended FY25	Expended FY24	Expended FY23	Expended FY22
\$4,500	\$2,171	\$2,119	\$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: Includes items not provided by the Finance Dept: labels, pocket folder, index cards, badge sleeves, lanyards \$500.00

Expended FY25	Expended FY24	Expended FY23	Expended FY22
\$423	\$15,038*	\$899	\$128

* During FY 24, \$14,395.77 was expended on wellness funds to be reimbursed by Anthem/Carelon. The Town received full reimbursement in FY25 and funds were posted to the "miscellaneous revenue" line.

**TOWN OF WATERFORD
FY 2027 BUDGET REQUEST
HUMAN RESOURCES DEPARTMENT**



54010 – OFFICE FURNITURE

\$966

5-Drawer Lateral Locking Filing Cabinet: \$966.00

An additional lateral filing cabinet is needed for the HR
Department for record retention purposes. (see attached)

Expended FY25	Expended FY24	Expended FY23	Expended FY22
\$0	\$0	\$0	\$0

GRAND TOTAL

\$256,477

TOWN OF WATERFORD
PERSONNEL WORKSHEET - 45 HUMAN RESOURCES DEPARTMENT
2026/2027 FISCAL YEAR

LINE 51920

DATE OF HIRE	EMPLOYEE	HOURS WORKED/ WEEK	HOURLY RATE FY27	SALARY FY26	SALARY FY27	LONGEVITY FY27	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A.)
51110 - ADMINISTRATION								
11/4/2019	Director	40	N/A	99,239.51	101,720.50	N/A	101,720.50	7,781.62
	TOTALS			99,239.51	101,720.50	0.00	101,720.50	7,781.62
51210 - CLERICAL/TECHNICAL								
11/27/2023	Human Resources Assistant	40	N/A	61,468.15	63,004.86	N/A	63,004.86	4,819.87
	TOTALS			61,468.15	63,004.86	0.00	63,004.86	4,819.87
51810 - OVERTIME								
				0.00	0.00	0.00	0.00	0.00
51910 FRINGE/F.I.C.A.								
							0.00	0.00
TOTALS		FY26 FICA	\$ 12,294.14	160,707.66	164,725.35	0.00	164,725.35	12,601.49
BUDGET TOTAL W/F.I.C.A.				173,001.79			177,326.84	

WORKDAYS 2026/2027 WEEKS TO BUDGET

261 52.2

**Invoice USI25-04716912**

From:

Indeed, Inc.

Mail Code 5160

P.O. Box 660367

Dallas, TX 75266-0367

Bill to:

Town of Waterford

15 Rope Ferry Rd, Waterford, CT 06385

Waterford, Connecticut 06385

Invoice date: 08/31/2025**Due date:** 08/31/2025**Terms:** Due Upon Receipt**Payment method:** Auto-Pay**Total amount:** \$ 392.05 USD

Invoice Summary

Description	Amount (USD)
August 2025 Sponsored Jobs on Indeed.com	392.05 USD
Net Amount	392.05 USD
Tax Total	0.00 USD
Total amount due	392.05 USD

Understanding your invoice

- Learn more about how billing works at our [Help Center](#).
- To find your billing history at any time go to the Billing Summary page. [Billing Summary Page](#).

CCM

Job Posting Confirmation

Dear Christine Walters:

Thank you for submitting your job opportunity. Please find your posting details below:

<u>Transaction ID</u>	<u>45897</u>
Total Amount Paid	\$150.00
Contract #	1638
Job Title	Director of Planning
Start Date	
Salary Range	\$90000.00 - \$115000.00
Min. Education	B
Job Category	
City	Waterford
State	CT
Country	
Web Site	//www.waterfordct.org/Jobs.aspx
Job Description	The Town of Waterford is searching for a Planning Director. Please visit our website to complete an application: https://www.waterfordct.org/Jobs.aspx

Choose your membership

SHRM understands that HR professionals and leaders have distinct needs, depending on their career stage and job level. That's why we offer tailored memberships to suit your role and goals.

Check which membership is best for you

Select your job level for a recommendation.

Job Level ▾

Professional Membership

Ideal for contributors, managers, and directors—gain invaluable tools and insights to elevate your impact.

[View Features](#) ▾

☒ 1 Year **\$299**

☐ 2 Years **\$538**

Save 10%

☐ 3 Years **\$762**

Save 15%

Quantity

1 +

Select

Student Membership

Ideal for students—access career insights, prep tools, mentors, and resources to jumpstart your HR journey.

Available to those currently enrolled in an HR-related degree program.

[View Features](#) ▾

☒ 1 Year **\$75**

☐ 2 Years **\$150**

Quantity

1 +

Select

Professional Retired Membership

Ideal for retired HR Professionals—Stay involved with invaluable tools and insights to elevate your impact.

[View Features](#) ▾

☒ 1 Year **\$55**

Quantity

1 +

Select

View and save your tickets before the event

[Go to My Tickets](#)

Access your tickets in the [Eventbrite app](#) before your event, and add them to your phone's digital wallet for the fastest entry!

Or, to access via web, go to the **Tickets** section in your account on [Eventbrite.com](#) to view and download a Printable PDF of your tickets.

Employment Law Conference

 Employment Law Conference



1 x Ticket

Order total: 340.32 USD



Tuesday, October 21, 2025 from 8:30 AM to 3:00 PM (ET)

Add to [Google](#) · [Outlook](#) · [iCal](#) · [Yahoo](#)



Bristol Event Center

[112 Century Drive](#)

[Bristol, CT 06010](#)

[View on map](#)

Additional Information

CBIA has provided the following information:

HRLA PRESENTS



Performance Management

Transform your performance management process by moving past the outdated annual review.

Learn an agile framework emphasizing frequent check-ins and real-time feedback and a strategic approach to employee development.

You will master goal-setting through the SMART framework.

We'll share suggestions on how to manage difficult feedback through the SBII model.

Break-out sessions will enable you to practice your new knowledge in real time.

WEDNESDAY LUNCH SESSION



JANUARY 21, 2026



11:30-1PM ONLINE

REGISTER NOW



www.hrlact.org



Ken Somers
Speaker

About the Speaker: Ken brings more than 40 years of Human Resources and line executive and practitioner experience to his client relationships. For more information visit our website!

HRLA Members \$20
Non-members \$35
Retirees, Students and In-Transition Members \$10

Christine Walters

From: Christy Russell <crussell@lexipol.com>
Sent: Friday, October 31, 2025 11:29 AM
To: Christine Walters
Subject: Re: 17698 Town of Waterford
Attachments: Proposal 7-1-2026 - 6-30-2027.pdf

**CAUTION: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender's email address and know the content is safe.**

Good morning, Christine,

Thank you for reaching out. The next billing cycle includes a 5% increase. I've attached a quote document for the FY27 contract term (7/1/26-6/30/27).

Please let me know if you have any questions or need any additional information.

Best regards,

Registration for 2025 Connect Conference is now open!

Christy Russell
Customer Success Manager

For Support contact 844-312-9500, Option #2

Phone: 469-553-0657
Email: crussell@lexipol.com



[Policy](#) | [Training](#) | [Accreditation](#)
[Wellness](#) | [Grants](#) | [Industry News](#)

From: Christine Walters <cwalters@waterfordct.org>
Sent: Friday, October 31, 2025 9:40 AM
To: Christy Russell <crussell@lexipol.com>
Subject: 17698 Town of Waterford

Good Morning,

I will be starting to work on my FY27 budget which is due 12/10/25. Could you please send me a quote for the contract term 7/1/26-6/30/27? Attached is the one I received for FY26, I need to find out if the cost will be the same or if it will be increased.

Thank you,

Christine Walters
Director of Human Resources
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
(P) 860-440-0517
(F) 860-444-5860



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PROPOSAL

Town of Waterford

About Us

Created in 2003 by two attorneys (and former law enforcement officers), Lexipol exists to serve those who serve others. We know the weight public safety leaders carry—and we believe no one should bear it alone. That's why we build tools and deliver guidance that help local government leaders cut through complexity and protect what matters most: your people, your purpose, and your community. With a range of informational and technological tools that enhance accountability, reduce risk, and build community trust, Lexipol helps your team achieve total readiness.

12K

PUBLIC SAFETY AGENCIES
AND MUNICIPALITY
CUSTOMERS

670K

FIRST RESPONDERS
USING LEXIPOL
SOLUTIONS

170

PARTNERSHIPS WITH PUBLIC
SAFETY ASSOCIATIONS AND
RISK POOLS

Solutions For Today. Ready For Tomorrow.

Lexipol is the only all-in-one platform for local government leaders that supports every aspect of your operations, so you can stay ready for what's next.

- **Policy:** Improve policy compliance with access to a full library of customizable local government policies, researched and written by policy and legal professionals — and tools to efficiently distribute them and track personnel acknowledgements as laws and standards evolve.
- **Training:** Meet employee training mandates with comprehensive, high-quality training bulletins, courses, and videos, backed by tools to manage credential renewal.
- **Grants:** Identify, apply for, and secure grants that fund essential local government needs with a real-time, online database and team of experienced grant writers.

As a local government leader, you also oversee your municipality's law enforcement, fire department, and EMS crews. Lexipol provides tools to help you support your local public safety departments, including Policy, Training, and Grants, as well as:

- **Wellness:** Keep personnel healthy and effective with a wellness program that combines 24/7, confidential, app-based support with data-driven analytics to identify trends, tailor wellness initiatives, and foster a culture of sustained resilience and engagement.
- **Reports:** Proactively address issues, trace patterns, and enhance community trust with real-time, centralized access to key metrics.

Q-175864

Description of Services

Q-175864

Agency is Purchasing the following

Order Summary

Qty	Description	Unit Price	Disc (%)	Disc Amt	Tax Amount	Extended
200	LocalGovU Full Library	\$28.77	0%	\$0.00		\$5,754.00
Discount:				\$0.00	Subtotal:	\$5,754.00

Discount:	\$0.00
Subtotal:	\$5,754.00
Tax:	
Total Due:	\$5,754.00

Notes

Discount Notes

Christine Walters

From: Christine Cowan <ccowan@abhct.com>
Sent: Tuesday, October 28, 2025 2:53 PM
To: Christine Walters
Cc: Evelyn Gonzalez; Cathleen Drago
Subject: RE: Town of Waterford - FY27 Rate Request

**CAUTION: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender's email address and know the
content is safe.**

Hi Christine,

I would estimate an annual rate of \$4,815 for FY27.

Thank you,



Christine Cowan, MBA *Chief Financial Officer*
CCowan@ABHCT.com

Advanced Behavioral Health
213 Court Street, Middletown, CT 06457
(860) 704-6177 ABHCT.com

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From: Christine Walters <cwalters@waterfordct.org>
Sent: Thursday, October 23, 2025 1:14 PM
To: Christine Cowan <ccowan@abhct.com>
Subject: Town of Waterford - FY27 Rate Request

Good Afternoon,

I am currently working on my Department's FY27 budget which is due by 12/12/25. Would you be able to provide me with a proposal that shows what the cost will be to continue our EAP services for the period of 7/1/26-6/30/27. Also, our number of full-time employees has increased to 202.

Thank you!

Christine Walters
Director of Human Resources

Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
(P) 860-440-0517
(F) 860-444-5860



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Delivering to Waterford 06385
Update location

All ▾ 5 drawer lateral file cabinet 42 Inch wide

EN Hello, sign in
Account & Lists Returns
& Orders

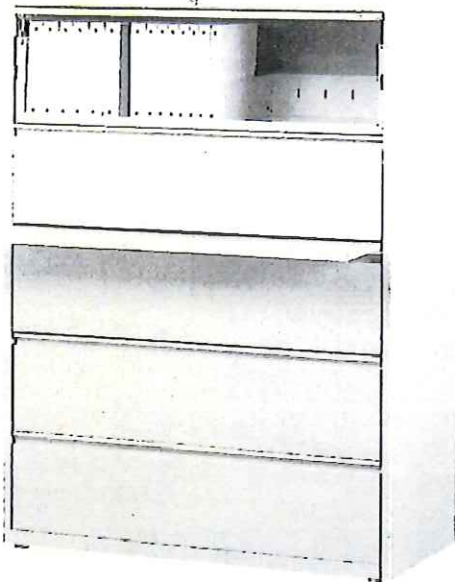


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Amazon Home Shop by Room Shop by Style Home Décor Furniture Kitchen & Dining Bed & Bath Garden & Outdoor Home Improvement

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Sponsored

Office Products › Office Furniture & Lighting › Cabinets, Racks & Shelves › File Cabinets › Lateral File Cabinets



Click to see full view



Lorell 5-Drawer Lateral File, 42 by 18-5/8 by 67-11/16-Inch, Gray

Visit the Lorell Store

3.2 (10)

-34% \$966¹⁴

List Price: \$1,461.28

Delivery & Support

Select to learn more



Ships from
Shoplet



Returnable un-
til Jan 31, 2026



Customer
Support

Brand Lorell

Color Light Gray

Recommended Files & Folders

Uses For
Product

Product Dimensions 18.6"D x 42"W x 67.7"H

Special Feature Anti-Tipping, Lockable, Rust Resistant



Material Alloy Steel



Style Modern



Number of Drawers 5



Shape Rectangular

About this item

- Lateral file features a roll-out binder storage/posting shelf and five drawers with hanging file
 - Rails for side-to-side filling in letter-size, legal-size, or A4-size
 - Each drawer has a magnetic label holder
 - Design features a core removable lock, dual locking bars, full-width pull, ball-bearing slide suspension, reinforced base
 - Four adjustable leveling guides
- See more product details

Report an issue with this product or seller

\$966¹⁴

FREE delivery December 19 - 24. Details

May arrive after Christmas.
Need a gift sooner? Send an Amazon Gift Card today by email or text message.

Delivering to Waterford 06385 - Update location

In Stock

Quantity: 1

Add to Cart

Buy Now

Shipper / Seller Shoplet

Returns Returnable until Jan 31, 2026

Payment Secure transaction

Add a Protection Plan:

☐ 3-Year Protection Plan for \$189.99

☐ Complete Protect: One plan covers all eligible past and future purchases for \$16.99/month

Add to List

Other sellers on Amazon

New (17) from \$966¹⁴ & FREE Shipping



OPTYMIRA 5 Drawer Lateral File...

4.4 17

\$199⁹⁹

Sponsored

TOWN OF WATERFORD
GENERAL FUND
2026-2027 PROPOSED BUDGET

DEPT/AGENCY:

10108

LEGAL DEPARTMENT

LINE ITEM	DESCRIPTION	2024-2025 ACTUAL EXPENDED	2025-2026 RTM APPROP.	2025-2026 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 9/29/25	2026-2027 DEPT/ AGENCY REQUEST	Department Request % Increase	Department Request \$ Increase
SERVICES								
52030	PROFESSIONAL SERVICES	256,661	257,000		249,000	257,000	0	0.00%
52540	PROBATE COURT	29,509	37,000		0	37,000	0	0.00%
52560	MISC. CLAIMS	0	1,000		0	1,000	0	0.00%
	SUBTOTAL	286,169	295,000	0	249,000	295,000	0	0.00%
	DEPARTMENT TOTAL	286,169	295,000	0	249,000	295,000	0	0.00%

**TOWN OF WATERFORD
FY2027 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
FY2027 BUDGET REQUEST
DEPARTMENT: LEGAL (10108)**

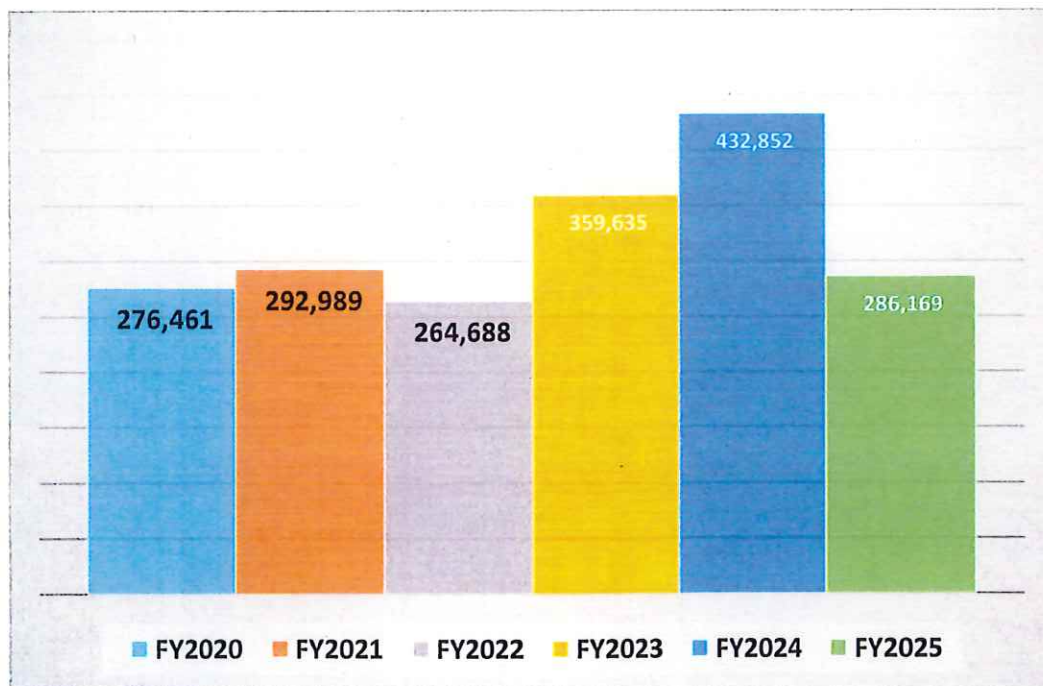


BUDGET SUMMARY

The FY2027 Legal Budget Request remains flat over FY2026.

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 reis. (Sec. 8-266) Please note that the town's legal counsel does seek reimbursement for all expenditures.

EXPENDITURE HISTORY



Department of Finance
13 Masonic Street
New London, CT 06320



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

CITY OF NEW LONDON

November 7, 2024

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

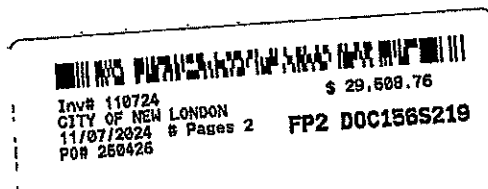
Dear Ms. Allen,

Enclosed is the invoice for Waterford's portion of the Probate Court's expenses for the fiscal year ended June 30, 2024.

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

Very truly yours,

David McBride
Director of Finance



Enclosure

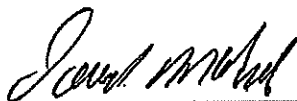
REC'D FINANCE
NOV 14 '24 PM 12:29

APPROVED
VENDOR# 244
PO# 250424 FY 25
CLOSE PO Y X N
ACCOUNT# 10108-62540
AMOUNT \$29,508.76
SIGN Kim Allen
DATE 11/14/24

PROBATE EXPENDITURES FOR FY 2024

Maintenance & Repair	\$	-	
Microfilming Services	\$	11,415.55	
Communication Services	\$	3,237.81	
Supplies	\$	11,081.48	
State of Connecticut	\$	1,384.00	
Equipment	\$	-	
Total Probate Expenditures for FY 2024	\$	27,118.84	
N.L. Grand List @ 10/23	2,170,161,111		32.443%
Wtfd Grand List @ 10/23	4,519,024,864		67.557%
Space allocated to Probate; 1380.07 s.f. @ \$12/sq.ft		\$	16,560.84
Total Probate Expenses		27,118.84	
Rental fee:		16,560.84	
		<u>43,679.68</u>	
Waterford Percentage		<u>67.557%</u>	
Total Due City of New London for FY 2024	\$	<u>29,508.76</u>	

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



David McBride, Director of Finance
City of New London

**TOWN OF WATERFORD
LEGAL DEPARTMENT
2026-2027 PROPOSED BUDGET**

	2027 PROPOSED	2026 ACTUAL TO DATE (1/1/25)	2025 ACTUAL	2024 ACTUAL	2023 ACTUAL	2022 ACTUAL	2021 ACTUAL	5 YEAR AVERAGE (2017-2023)
52030 - PROFESSIONAL FEES								
LEGAL FEES	\$ 257,000	\$ -	\$ 256,661	\$ 321,073	\$ 324,655	\$ 233,161	\$ 292,989	\$ 285,707.51
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 2024-2025 includes level funding.								
52540 - PROBATE COURT								
PROBATE COURT	\$ 37,000	\$ 34,480	\$ 29,509	\$ 36,779	\$ 32,480	\$ 31,519	\$ 26,396	\$ 31,336.36
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 2024-2025 includes a decrease of \$3,000.								
52560 - MISCELLANEOUS CLAIMS								
MISCELLANEOUS CLAIMS	\$ 1,000	\$ -	\$ -	\$ 75,000.00	\$ 25,000.00	\$ 8	\$ 2,750	\$ 20,551.60
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 2024-2025 includes a level budget request.								

TOWN OF WATERFORD
SUMMARY OF LEGAL FEES BY DEPARTMENT
2024-2025 FISCAL YEAR

Department	July	August	September	October	November	December	January	February	March	April	May	June	Total
BOS	\$280.00				\$404.00				\$1,080.00	\$1,220.00	\$300.00		\$3,284.00
Selectman	\$2,425.50	\$820.00	\$320.00	\$1,311.50	\$1,992.50	\$1,120.00	\$2,940.00	\$2,974.50	\$4,053.50	\$3,902.00	\$2,640.00	\$5,140.00	\$29,639.50
Finance	\$1,582.00	\$1,026.00	\$100.00	\$2,460.00	\$444.00	\$320.00	\$1,320.00	\$463.00	\$780.00	\$2,013.50	\$1,040.00	\$1,461.00	\$13,009.50
Board of Finance	\$21.00												\$21.00
Bldg Code/Bldg Dept.		\$1,376.50	\$131.50	\$1,300.00	\$640.00	\$740.00			\$200.00		\$292.50		\$4,680.50
Health & Conservation													\$0.00
Fire Services	\$941.00	\$1,580.00	\$2,100.00	\$1,232.50	\$1,440.00	\$2,180.00	\$9,990.50	\$420.00	\$2,825.00	\$3,513.50	\$3,082.00	\$1,760.00	\$31,064.50
Oswegatchie Bldg Comm transfer													(\$25,086.00)
Planning & Zoning	\$3,905.50	\$4,533.50	\$3,680.00	\$4,493.50	\$8,409.50	\$3,231.50	\$6,021.00	\$4,667.00	\$11,622.50	\$5,949.50	\$6,401.50	\$9,771.50	\$72,686.50
Police & Emergency Mgmt	\$100.00	\$880.00	\$340.00	\$560.00	\$380.00	\$580.00	\$500.00				\$100.00	\$202.00	\$3,642.00
Public Works	\$3,400.00	\$1,240.00	\$1,820.00	\$2,261.00	\$2,280.00	\$780.00	\$40.00	\$480.00	\$100.00	\$360.00	\$360.00	\$2,062.00	\$15,183.00
R & P			\$180.00				\$160.00					\$80.00	\$420.00
RTM	\$100.00	\$1,955.50	\$480.00	\$1,140.00	\$620.00	\$960.00	\$920.00	\$1,280.00	\$2,932.50	\$2,313.50	\$841.00	\$1,540.00	\$15,082.50
Animal Control - Kennel Fees													\$0.00
Assessor	\$5,908.00	\$847.00	\$2,456.50	\$1,960.00	\$2,020.00	\$360.00	\$840.00	\$1,240.00	\$920.00	\$40.00			\$16,591.50
Tax Collector	\$1,900.50	\$6,421.50	\$3,527.00	\$960.50	\$4,778.50	\$5,040.00	\$1,364.50	\$1,401.50	\$2,020.50	\$8,218.50	\$1,710.00	\$4,165.00	\$41,508.00
Tax Collector Legal Fee Reimb	(\$453.66)	(\$2,294.10)	(\$535.53)			(\$556.50)		(\$1,357.49)	(\$3,802.15)	(\$846.30)	(\$7,906.27)	(\$4,141.34)	(\$21,893.34)
Tax Appeal													\$0.00
Town Clerk			\$160.00	\$720.00	\$180.00		\$100.00	\$200.00	\$100.00	\$260.00	\$80.00		\$1,800.00
WELSCO													\$0.00
Economic Development													\$0.00
Utility Commission	\$2,213.50	\$701.00	\$1,244.50	\$2,342.00	\$1,419.50	\$4,627.00	\$1,551.50	\$1,991.50	\$1,600.00	\$2,751.50	\$2,520.00	\$360.00	\$23,322.00
Sr. & Youth Center	\$60.00	\$380.00					\$120.00	\$180.00	\$100.00				\$840.00
Ethics Commission	\$1,080.00										\$651.50	\$160.00	\$1,891.50
Harbor Management				\$280.00						\$1,320.00	\$240.00	\$200.00	\$2,040.00
Registrars			\$73.50										\$73.50
Shellfish Commission						\$131.50	\$80.00						\$211.50
Conservation Commission	\$512.50	\$501.00	\$280.00	\$160.00						\$240.00	\$80.00	\$100.00	\$1,873.50
Zoning Bd of Appeals	\$701.00	\$1,956.00	\$774.00	\$1,084.00	\$680.00	\$381.00	\$1,409.50	\$414.50	\$1,063.00	\$1,944.00	\$864.00	\$100.00	\$11,371.00
General Assistance (town historian)						\$200.00							\$200.00
Misc Costs	\$331.35	\$0.00	\$370.20	\$1,180.34	\$4.73	\$473.96	\$30.99	\$1,350.00	\$5,951.26	\$780.80	\$589.58	\$741.32	\$13,204.53
Total	\$25,008.19	\$21,923.90	\$17,501.67	\$23,445.34	\$25,692.73	\$20,568.46	\$27,387.99	\$15,704.51	\$31,546.11	\$33,980.50	\$13,885.81	\$23,701.48	\$256,660.69

TOWN OF WATERFORD
SUMMARY OF LEGAL FEES BY DEPARTMENT
2023-2024 FISCAL YEAR

Department	July	August	September	October	November	December	January	February	March	April	May	June	Total
BOS	\$4,172.30	\$2,176.00	\$1,561.50	\$1,507.00	\$486.00	\$1,381.00	\$688.00	\$1,187.50	\$85.00	\$204.00	\$102.00	\$408.00	\$13,958.30
Selectman	\$799.00	\$4,997.00	\$8,649.00	\$7,255.00	\$5,271.50	\$1,820.50	\$3,486.50	\$7,494.50	\$3,184.50	\$3,428.00	\$1,547.00	\$1,122.00	\$49,054.50
Finance	\$3,906.50	\$1,998.50	\$720.00	\$937.50	\$1,432.00	\$400.50	\$459.00	\$561.00	\$1,190.00	\$1,878.00	\$1,025.50	\$836.00	\$15,344.50
Board of Finance	\$492.00										\$255.00		\$747.00
Bldg Code/Bldg Dept.	\$981.50	\$73.50		\$714.00	\$3,968.00	\$850.00							\$6,587.00
Health & Conservation	\$0.00												\$0.00
Fire Services	\$2,176.00	\$2,734.00	\$1,645.00	\$1,528.00	\$1,584.00	\$1,734.00	\$6,745.00	\$2,112.00	\$748.00	\$1,755.50	\$2,270.00	\$971.00	\$26,002.50
Planning & Zoning	\$1,435.50	\$1,432.00	\$873.50	\$1,535.50	\$3,960.00	\$10,612.00	\$6,094.00	\$6,239.00	\$3,255.50	\$6,203.00	\$3,040.00	\$3,335.00	\$48,015.00
Police & Emergency Mgmt	\$85.00	\$765.00	\$1,207.00	\$153.00		\$636.50	\$85.00	\$255.00		\$825.50		\$306.00	\$4,318.00
Public Works	\$483.50	\$1,176.50	\$229.00	\$623.00	\$1,122.50	\$928.00	\$700.50	\$187.00	\$905.00	\$1,310.50	\$2,792.50	\$3,050.00	\$13,508.00
R & P	\$0.00			\$986.00	\$1,253.00	\$255.00	\$1,105.00			\$170.00		\$1,589.00	\$5,358.00
RTM	\$1,438.00	\$1,372.00	\$1,802.00	\$1,224.00		\$1,224.00	\$1,105.00	\$901.00	\$804.50	\$697.00	\$2,329.00	\$1,054.00	\$14,550.50
Animal Control - Kennel Fees	\$0.00												\$0.00
Assessor	\$5,127.00	\$6,369.00	\$4,330.00	\$4,248.00	\$3,771.00	\$4,200.00	\$2,509.00	\$4,261.50	\$3,598.50	\$1,671.50	\$3,177.50	\$2,332.50	\$45,595.50
Tax Collector	\$3,141.50	\$6,136.50	\$4,898.00	\$2,073.50	\$3,047.00	\$1,554.00	\$1,071.00	\$3,534.50	\$7,314.00	\$6,917.00	\$4,583.50	\$3,461.00	\$47,731.50
Tax Collector Legal Fee Reimb	(\$734.56)	(\$3,825.30)	(\$3,677.15)	(\$7,243.92)	(\$1,714.14)	(\$5,493.93)	(\$274.00)	(\$394.20)	(\$452.86)	(\$1,029.76)	(\$1,115.28)	(\$6,573.22)	(\$32,528.32)
Tax Appeal	\$0.00												\$0.00
Town Clerk	\$204.00		\$136.00	\$102.00	\$204.00	\$170.00		\$187.00		\$68.00	\$289.00		\$1,360.00
WELSCO	\$0.00												\$0.00
Economic Development	\$0.00												\$0.00
Utility Commission	\$303.50	\$178.00	\$42.00	\$94.50	\$2,227.00	\$422.50	\$510.00	\$884.00	\$1,331.50		\$1,085.50	\$918.00	\$7,996.50
Sr. & Youth Center	\$1,012.50	\$102.00		\$85.00		\$250.00			\$1,955.00	\$204.00	\$136.00		\$3,744.50
Ethics Commission	\$0.00			\$3,003.50		\$306.00	\$2,437.00		\$119.00	\$238.00	\$68.00	\$85.00	\$6,256.50
Harbor Management	\$170.00												\$170.00
Registrars	\$0.00										\$102.00		\$102.00
Shellfish Commission								\$68.00				\$21.00	\$89.00
Conservation Commission	\$861.00	\$768.00	\$1,103.50	\$2,186.50	\$21.00						\$272.00	\$136.00	\$5,348.00
Zoning Bd of Appeals	\$170.00	\$850.00	\$510.00		\$649.00	\$185.00	\$255.00	\$412.00	\$283.50	\$599.00	\$1,301.50	\$2,219.50	\$7,434.50
General Assistance (town historian)	\$68.00	\$255.00						\$136.00	\$984.50	\$183.50			\$1,627.00
Misc Costs	\$3,493.13	\$1,552.59	\$1,630.31	\$2,133.43	\$1,197.29	\$6,317.14	\$2,714.75	\$4,040.87	\$1,129.01	\$484.00	\$165.29	\$3,844.91	\$28,702.72
Total	\$29,785.37	\$29,710.29	\$25,659.66	\$23,145.51	\$28,479.15	\$27,752.21	\$29,690.75	\$32,066.67	\$26,434.65	\$25,806.74	\$23,426.01	\$19,115.69	\$321,072.70

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											\$68.00
Bldg Code/Bldg Dept.							\$1,704.00	\$42.00	\$63.00	\$832.50			\$2,641.50
Health & Conservation													\$0.00
Fire Services		\$204.00	\$867.00	\$1,014.00	\$340.00		\$882.00				\$2,211.50	\$2,312.00	\$7,830.50
Planning & Zoning	\$731.00	\$3,228.00	\$2,712.50	\$3,036.50	\$6,517.00	\$2,999.50	\$3,528.00	\$1,749.00	\$1,891.00	\$2,358.00	\$2,889.00	\$3,661.00	\$35,300.50
Police & Emergency Mgmt	\$335.00	\$3,911.00	\$1,224.50	\$306.00	\$303.50		\$1,244.00	\$309.00	\$102.00	\$306.00	\$127.00	\$306.00	\$8,474.00
Public Works	\$170.00	\$136.00	\$333.00		\$425.50	\$136.50	\$499.50		\$844.00	\$948.50	\$3,050.50	\$406.00	\$6,949.50
R & P			\$68.00					\$170.00	\$442.00	\$170.00	\$68.00	\$221.00	\$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	\$816.00	\$714.00	\$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												\$204.00
Harbor Management	\$289.00	\$595.00	\$119.00			\$306.00			\$68.00	\$1,004.50	\$374.00		\$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/Cossts		\$450.32									\$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										\$1,060.00
Fire Services	\$940.00	\$1,607.00		\$246.00		\$68.00	\$816.00	\$221.00	\$68.00	\$272.00		\$289.00	\$4,527.00
Planning & Zoning	\$3,884.00	\$3,864.00	\$5,986.50	\$6,258.00	\$3,872.00	\$3,807.00	\$2,371.50	\$4,214.00	\$3,534.50	\$3,572.00	\$2,920.50	\$2,876.00	\$47,160.00
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
GENERAL FUND
2026-2027 PROPOSED BUDGET

DEPT/AGENCY: 10102 REGISTRARS OF VOTERS

LINE ITEM	DESCRIPTION	2024-2025 ACTUAL EXPENDED	2025-2026 RTM APPROP.	2025-2026 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/26	2026-2027 DEPT/ AGENCY REQUEST	Department Request \$ Increase	Department Request % Increase
PERSONNEL COSTS								
51010	ELECTED OFFICIALS	68,470	69,325		34,663	70,192	867	1.25%
51310	VOTER REGISTRATION	4,798	4,200		1,695	4,200	-	0.00%
51320	ELECTION ACTIVITIES	23,793	22,860		18,501	26,558	3,698	16.18%
51920	F.I.C.A	8,046	7,374		4,189	7,723	349	4.73%
	SUBTOTAL	105,107	103,759	0	59,048	108,673	4,914	4.74%
SERVICES								
52020	POSTAGE	2,390	2,350		541	2,400	50	2.13%
52040	SERVICE CONT. & REPAIRS	1,250	5,040		0	4,410	(630)	-12.50%
52050	DUES, CONF., & EDUCATION	2,350	1,920		990	2,570	650	33.85%
52070	REIMBURSABLE EXPENSE	763	1,075		425	1,240	165	15.35%
	SUBTOTAL	6,753	10,385	0	1,956	10,620	235	2.26%
MATERIALS & SUPPLIES								
53020	OTHER SUPPLIES	12,736	7,111				(7,111)	-100.00%
	SUBTOTAL	12,736	7,111	0	0	0	(7,111)	-100.00%
EQUIPMENT								
54180	VOTING MACHINE	0			0	0	-	0.00%
	SUBTOTAL	0	0	0	0	0	-	0.00%
	DEPARTMENT TOTAL	124,596	121,255	0	61,004	119,293	(1,962)	-1.62%



REGISTRAR OF VOTERS FISCAL YEAR 2027 BUDGET

Town of Waterford

December 15, 2025

TO: Board of Selectmen

**FROM: Patti Waters
Bigi Ebbin**

Registrar of Voters

BUDGET FUNCTION

The Registrars of Voters are responsible for the administration of the election process, which encompasses early voting, Election Day, the annual canvas, and maintenance of the town's voter database.

In June 2023, Public Act 23-5 was approved which requires 14 days of early voting for general elections, 7 days of early voting for most primaries, and 4 days of early voting for special elections and presidential preference primaries.

The annual canvas of electors is completed each year from January to May as required by law. The information is received from the NCOA (National Change of Address) that is supplied to us by the Post Office. An inactive list of voters is generated naming those voters who have not responded to the annual canvas. Periodically, we do a non-voting canvas to keep our records as accurate as possible. Connecticut is also a member of ERIC (Electronic Registration Information Center) which is an organization that assists states and towns to improve the accuracy of their voter rolls by comparing voter registries and other lists from state agencies such as the DMV. This is done concurrently with the aforementioned NCOA canvas. ERIC currently comprises 25 member states + DC.

The Registrars attend ROVAC, (Registrars of Voters Association of Connecticut), spring and fall conferences where we receive training and obtain credits towards our continuing education requirements. Our deputies attend one day so they can be apprised of new procedures. We also attend most monthly New London County ROVAC meetings held in Montville and all necessary town meetings. Additionally, we participate in monthly zoom meetings with the Secretary of the State's office, as well as numerous training and update meetings as our equipment and processes evolve.

To staff Election Day we hire and train thirty to fifty poll workers depending on the needs of that year's election. Additionally, we hire 5-7 staff per day to cover early voting. Our elections run in a two and four year cycle and our budgets are adjusted based on this cycle.

Preparation for early voting and Election Day is extensive and includes, but is not limited to, comprehensive testing of all tabulators, creation of voter lists, ordering and distribution of ballots, compiling and distributing poll supplies, and setup at each polling location.

We now register most of our voters online through the CT Voter Registration System and through the DMV. A smaller amount register in person in our office and additionally through Same Day Registration during early voting and on Election Day.

The current number of registered voters as of 12/01/2025 is 15,071.

Our usual office hours are Monday through Friday 9:30 to 12:30. Office hours increase during the busy election months that encompass early voting and Election Day, and often change due to statutes requiring other specific days/hours to facilitate voter registration.

FY2027 BUDGET SUMMARY

Please find enclosed the Registrar of Voters' proposed budget for FY 2027.

This year we are budgeting for a State election. This election will include fourteen days of Early Voting, to include twelve 8-hour days, and two 12-hour days for a total of at least 120 additional hours that will require polling place staffing.

We continue to adjust for Early Voting costs as we oversee different types of elections with varying turnout. These costs include expanded staffing; coding and printing for a larger array of differentiated ballot types; magnified maintenance and supply costs for new tabulators; additional tabulator and end-of-night reporting training for Registrars and Moderators; voter education materials; as well as supplies to support the forthcoming new voter registration system called Total Vote.

LOOKING AHEAD

As Early Voting evolves, we anticipate statute revisions that will change the voting process, as well as potentially the amount/type of tabulators that we will be required to support financially. Staffing for Early Voting and Same Day Registration will need to increase as the option becomes more accepted and well-received.

As Early Voting increases, we will need to acquire a larger vault to support additional ballot storage which requires storage in a fireproof container at the close of every day of early voting.

We anticipate we will need to purchase poll books (electronic check-in) when the state issues a project recommendation. Some towns are currently using this system.

In 2026, Connecticut will convert to a new voter registration system called Total Vote. This is a completely new system and will most certainly require financial support in the form of supplies and training.

BUDGET EXPLANATIONS BY CATEGORY

51010 ELECTED OFFICIALS

Pursuant to RTM action December 2025 an annual salary for each Registrar is as follows:

07/01/26 - 06/30/27 - \$35,096

\$35,096 x 2 Registrars = \$70,192

51310 VOTER REGISTRATION

Deputy Registrar compensation for part-time clerical
help during the canvass and elections. \$ 4,200

51320 ELECTION ACTIVITIES

This line item contains a provision to fund personnel to work the State Election of November 3, 2026 including 14 days of Early Voting. It makes no provision for referenda, primaries, recounts or audits. It also includes stipend for conference attendance for Registrars and stipend for Moderator Training.

Conference attendance stipend @\$35/day	
x4 days x 2 Registrars	\$ 280
Conference attendance stipend @\$35/day	
x1 day x 2 deputy registrars	\$ 70
Stipend for Mandatory Moderator	
Certification stipend 5@\$35	\$ 175
Early Voting payroll	\$15,000
Head Moderator (1)	\$ 550
District Moderators 3@\$368	\$ 1,104
District Asst. Registrars 8@\$300	\$ 2,400
Official Checkers 8@\$300	\$ 2,400
Ballot Clerks 8@\$300	\$ 2,400
Tabulator Tenders 4@\$300	\$ 1,200
Central Counting Moderator	\$ 184
Central Counting 6@\$120	\$ 720
End of Night Reporting	\$ 75
Total	\$26,558

51920 FICA

7.65% of \$ 100,750= \$ 7,723

GRAND TOTAL 51000 SERIES: \$108,673

53020 OTHER SUPPLIES

Programmed USB's for State Election 2026: \$1,625

Ballots for State Election, \$.37 x 12,810 (85% of registered voters as of 12/01/25) .

Historical voter turnout: 2014- 60%, 2018- 74.5%, 2022- 63.5% \$4740

Cost to conduct the annual canvass \$ 102

Election/Early Voting supplies
labels, thermal paper for tabulators, pen scanner, Infoshred (\$26.86 x 4). \$ 650

GRAND TOTAL 53000 SERIES: \$7,117

GRAND TOTAL BUDGET REQUEST: \$126,410

52020 POSTAGE

Mailings are comprised of voter registration acceptance letters, as well as, registration changes made throughout the year. During the annual canvass, letters of address verification are mailed.

\$ 2,400

52040 SERVICE CONTRACTS AND REPAIRS

Annual cost of maintenance contract for voting tabulators
14 tabulators @\$315

\$4,410

52050 DUES, CONFERENCES AND EDUCATION

ROVAC - Dues for 2 Registrars and 2 Deputy Registrars	\$ 170
Registrar of Voters Biannual State Conference \$210/day x 8 days	\$1,680
Registrar of Voters State Conference \$210/day x 2 Dep. Reg.	\$ 420
Training of Election Day Moderators 5@\$60	<u>\$ 300</u>

\$2,570

52070 REIMBURSABLE EXPENSES

Mileage reimbursements for Registrars and staff for travel to
Conferences, polling place set-up, meeting attendance

700 miles @\$.70/mile

\$490

Lunch and supplies for Election Day

\$750

\$1,240

GRAND TOTAL 52000 SERIES:

\$10,620

TOWN OF WATERFORD
PERSONNEL WORKSHEET - 02 REGISTRARS OF VOTERS
2026/2027 FISCAL YEAR

DATE OF HIRE	EMPLOYEE	HOURS WORKED/ WEEK	HOURLY RATE FY27	SALARY FY26	SALARY FY27	LONGEVITY FY27	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A)
LINE 51920								
51010 - ELECTED OFFICIAL								
10/11/2018	DEMOCRATIC REGISTRAR		N/A	34,662.74	35,096.02	N/A	35,096.02	2,684.85
2/2/2007	REPUBLICAN REGISTRAR		N/A	34,662.74	35,096.02	N/A	35,096.02	2,684.85
	TOTALS			69,325.47	70,192.04	0.00	70,192.04	5,369.69
51310 - VOTER REGISTRATION								
10/22/2020	DEPUTY REGISTRAR	2	\$ 20.0000	2,088.00		N/A	0.00	0.00
9/23/2024	DEPUTY REGISTRAR	2	\$ 19.0000	1,971.60		N/A	0.00	0.00
	TOTALS			4,059.60	4,200.00	0.00	0.00	321.30
51320 - ELECTION ACTIVITIES								
	VARIOUS POLLWORKERS		STIPEND	22,860.00		N/A	0.00	0.00
	TOTALS			22,860.00	26,558.00	0.00	0.00	2,016.39
51810 - OVERTIME								
				0.00	0.00	0.00	0.00	0.00
51910 - FRINGE/F.I.C.A.								
							0.00	0.00
TOTALS		FY26 FICA	7,362.75	96,245.07	100,950.04	0.00	70,192.04	7,722.68
BUDGET TOTAL W/F.I.C.A				103,607.82	108,672.72		77,914.72	

WORKDAYS
2026/2027 **WEEKS TO BUDGET**
 261 52.2

TOWN OF WATERFORD
GENERAL FUND
2026-2027 PROPOSED BUDGET

DEPT/AGENCY:

10101

BOARD OF SELECTMEN

LINE ITEM	DESCRIPTION	2024-2025 ACTUAL EXPENDED	2025-2026 RTM APPROP.	2025-2026 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/26	2026-2027 DEPT/ AGENCY REQUEST	2026-2027 APPROVED BD/COMM.	Department Request \$ Increase	Department Request % Increase
PERSONNEL COSTS									
51010	FIRST SELECTMAN	113,181	114,591		56,637	116,023	116,023	1,432	1.25%
51020	OTHER SELECTMEN	3,842	3,890		1,945	3,939	3,939	49	1.26%
51110	ADMINISTRATION	60,135	62,928		29,509	64,501	64,501	1,573	2.50%
51920	F.I.C.A	12,925	13,878		6,481	14,111	14,111	233	1.68%
	SUBTOTAL	190,083	195,287	0	94,572	198,574	198,574	3,287	1.68%
SERVICES									
52010	ADVERTISING	0	100		0	100	100	0	0.00%
52020	POSTAGE	107	125		14	125	125	0	0.00%
52030	PROFESSIONAL FEES	41	1,500		0	2,000	2,000	500	33.33%
52040	SERVICE CONT & REPAIRS	1,046	1,500		693	1,250	1,250	(250)	-16.67%
52050	DUES, CONF., & EDUCATION	275	2,275		897	1,500	1,500	(775)	-34.07%
52070	REIMBURSABLE EXPENSE	0	100			100	100	0	0.00%
52080	TELEPHONE	512	515		217	521	521	6	1.17%
	SUBTOTAL	1,981	6,115	0	1,821	5,596	5,596	(519)	-8.49%
MATERIALS & SUPPLIES									
53020	OTHER SUPPLIES	1,589	2,000		800	1,900	1,900	(100)	-5.00%
53090	FUELS & LUBRICANTS	1,601	1,500		658	1,400	1,400	(100)	-6.67%
	SUBTOTAL	3,190	3,500	0	1,458	3,300	3,300	(200)	-5.71%
FURNITURE									
54010	OFFICE FURNITURE		1,500		851	0	0	(1,500)	0.00%
	SUBTOTAL	0	1,500	0	851	0	0	(1,500)	0.00%
	DEPARTMENT TOTAL	195,254	206,402	0	98,702	207,470	207,470	1,068	0.52%

**TOWN OF WATERFORD
FY2027 BUDGET REQUEST
BOARD OF SELECTMEN (10101)**



BOARD OF SELECTMEN

Robert Brule, First Selectman
Richard Muckle, Selectman
Gregory Attanasio, Selectman
Shannon Withey, Executive Assistant

TO: Board of Selectmen, Board of Finance and RTM
FROM: Rob Brule, First Selectman
DATE: December 1, 2025

I have attached the budget request for the Board of Selectmen for the Fiscal Year 2026/2027 for your review and approval. I have worked directly with the Director of Finance to ensure the Board of Selectmen personnel, operating and professional services lines have been reviewed and back-up information available for review.

As with my other Directors and Department Heads, my intention is to be as accurate and transparent as possible. If you have any questions, require any additional information or wish to review this budget in part or in its' entirety, please feel free to contact me before the first Board of Selectmen meeting in February 2026.

**TOWN OF WATERFORD
FY2027 BUDGET REQUEST
BOARD OF SELECTMEN (10101)**



BUDGET FUNCTION

The First Selectman acting for the Board of Selectmen shall be the general town administration officer and shall be responsible for the operation and maintenance of the hall of records, town garage, other property at the town civic center and other property under the administration of the board of selectmen. The supervision of all Department Heads in the Town shall be the responsibility of the First Selectman. He shall be responsible for assignment of office space and scheduling of meetings at the hall of records. Office hours at the hall of records shall be established by the First Selectman (Code of Ordinances, Waterford, Connecticut 2.08.010).

The Town of Waterford strives to promote and improve quality of life, enhancing a sense of community, and preserving the integrity of our small-town identity and culture. We are committed to fostering respect, integrity, and honesty. Town government will support initiatives that create a welcoming and affordable environment for residents, businesses and visitors alike. We strive to provide excellence through a responsible and accessible First Selectman and Board of Selectmen.

LOOKING AHEAD

The Board of Selectmen operating budget filled a Part-Time Executive Assistant position to cover vacation, sick and personal time requests by the Executive Assistant and assist the First Selectman with the Long-Range Fiscal Management Committee and to review current and future Capital Plans and the impact to the taxpayer.

The First Selectman is requesting a Fire Services consultant to assess organizational structure, training, safety, and service delivery, serve as a facilitator to gather input and foster collaboration, offer coaching to current and potential leaders and presenting data-informed recommendations progress as the Waterford Fire Department continues to grow and shift from a volunteer service to a paid department. Working with the Director of Fire Services.

Finally, the First Selectman will continue to use "Waterford Cares – Community Events" special revenue fund donations to offset special community events in town to reduce operating budgets within Senior Services, Youth & Family Services Bureau and Recreation & Parks where possible.

TOWN OF WATERFORD FY2027 BUDGET REQUEST BOARD OF SELECTMEN (10101)



BUDGET SUMMARY

The First Selectman is responsible for presenting the annual budget to the Board of Selectmen because it ensures transparency and accountability in the town's financial management. This FY27 budget focuses on personnel costs, services, materials & supplies and furniture, to ensure that the Board of Selectmen's operations run smoothly and efficiently.

By presenting this detailed budget, the First Selectman provides a clear plan for how funds will be allocated within this budget, which helps in making informed decisions that benefit the community. It also allows for proper planning and prioritization of resources, ensuring that personnel, services, materials and supplies and furniture costs are funded appropriately.

The First Selectman continues to work with businesses, volunteers, Waterford Rotary, Waterford Community Food Bank, Waterford Veterans Coffeehouse, Senior Services and Waterford Youth & Family Service Bureau through the "Waterford Cares" initiative. This special revenue fund will continue to sponsor Community Events in Waterford with donations, including the Waterford Day Parade and Holiday Tree Lightings at Jordan Green and Quaker Hill Green.

This FY27 BOS operating budget request of \$207,470 is an increase of \$1,068 or (0.52%).

The 51000 series (Personnel Costs) remains the largest portion of the budget. This FY27 budget proposal reflects an increase of \$3,288 from FY26, and reflects Fringe/FICA and the December 2024 RTM approved increases for Non Union Management Personnel (2.5%) and elected officials (1.25%).

The 52000 series (Services) saw a decrease in Service Contract & Repairs of \$250, a decrease in Dues, Conferences and Education of \$775 and a decrease in Reimbursable Expense of \$100, while Advertising, Postage and Telephone all remained flat.

The reduction in the 53000 series (Materials & Supplies) saw decreases in Other Supplies (53020) of \$100 and Fuels and Lubricants (53090) of \$100.

The reduction in the 54000 series (Furniture) saw a large decrease in requested funding in Furniture (54010) due to First Selectman conference room chairs being purchased in FY26.

To summarize, the 51000 series increased \$3,288, whereas the 52000 series decreased \$1,034, the 53000 series decreased \$200.00 and the 54000 series decreased \$1500 for an overall BOS operating budget of \$207,470 or (0.52%) increase.

**TOWN OF WATERFORD
FY2027 BUDGET REQUEST
BOARD OF SELECTMEN (10101)**



Key items in the FY27 budget request are explained below:

Professional Fees (52030): FY27 request includes funds for:

This request is for a consultant to assist the First Selectman in supporting the Director of Fire Services. The consultant will focus on fire responder and community safety, supporting the volunteer system, acknowledging current pressures and constraints not just locally to Waterford but statewide on the public safety disciplines, all while prioritizing transparency, honesty, and impartiality. The consultant will foster collaboration and a shared vision for the future of Fire Services in deliverable model as it relates to staffing, training, incident command and response times. Requested Amount \$2000.

Dues, Conferences & Education (52050): FY27 request includes funds for:

Attend the 2026 CCM Annual Conference (December 2026). The cost is \$200.00 for each individual. Requested Amount \$400.

Purchase an annual Town of Waterford membership to the Chamber of Commerce Eastern Connecticut. Requested Amount \$300.

Complete the CCM Certified Connecticut Municipal Official (CCMO) annual courses necessary to maintain the certification. Requested Amount \$50.00.

Support General Dynamic Electric Boat as it relates to attending or hosting necessary meetings with GDEB executives and/or attending Workforce and Educational Conferences that would benefit GDEB and the Town of Waterford. Requested Amount \$750.

TOWN OF WATERFORD FY2027 BUDGET REQUEST BOARD OF SELECTMEN (10101)



PERSONNEL COSTS:

- **51010 – ELECTED OFFICIALS/FIRST SELECTMAN** **\$116,023**

The wages reflect the December 2024 RTM 's approval of salary increases for elected officials.

FY21	\$108,023.65	FY22	\$109,305.24	FY23	\$110,535.06	FY24	\$113,350.25	FY25	\$113,176
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- **51020– ELECTED OFFICIALS/SELECTMEN** **\$3,939**

The wages reflect the December 2024 RTM 's approval of salary increases for elected officials.

FY21	\$3,666.98	FY22	\$3,710.88	FY23	\$3,909.00	FY24	\$3,794.86	FY25	\$3,843
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- **51110 – ADMINISTRATION** **\$64,501**

The wages indicated in this budget reflect the RTM approving (2.5%) for Non-Union Management Positions (NUMP) wage increase in December 2025, per ordinance. This line includes a FT Executive Assistant at \$60,794 and a Part-Time Executive Assistant who covers vacation, sick time and other time off at \$3,707. (See Personnel Sheet).

FY21	\$64,327.94	FY22	\$72,942.19	FY23	\$71,394.83	FY24	\$60,374.19	FY25	\$67,070
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- **51210 – CLERICAL AND TECHNICAL** **\$0**

No funds requested for FY27.

FY21	\$63.30	FY22	\$0.00	FY23	\$0.00	FY24	\$0.00	FY25	\$0.00
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- **51920 – FRINGE/FICA** **\$14,111**

FICA increases follow salary increases.

FY21	\$13,386.19	FY22	\$14,211.44	FY23	\$14,012.64	FY24	\$12,848.00	FY25	\$14,083
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Personnel Subtotal: \$198,574

TOWN OF WATERFORD FY2027 BUDGET REQUEST BOARD OF SELECTMEN (10101)



SERVICES:

- **52010 – ADVERTISING**

\$100

FY27 request remains flat. This request will cover the costs of legal notices as required by State Statutes and other public notices published by the Board of Selectmen.

FY21	\$0.00	FY22	\$95.00	FY23	\$23.00	FY24	\$0.00	FY25	\$100
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- **52020 – POSTAGE**

\$125

FY27 request remains flat. This is for thank you and holiday notes. Postage is used for normal communications with residents, elected officials, employees and businesses.

FY21	\$54.57	FY22	\$46.68	FY23	\$64.23	FY24	\$123.42	FY25	\$100
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- **52030 – PROFESSIONAL FEES**

\$2000

FY27 request is an increase in \$500 and will ensure continued work with Diversified Public Safety Solutions, LLC (DPSS) consulting services to support the First Selectman and Director of Fire Services through a comprehensive public safety assessment, advisement, and coaching process. These services will collect critical information, advise the First Selectman on the structure and strategic direction of the Waterford Fire Department (WFD) and provide tailored coaching and guidance as needed, including Emergency Management and Dispatching trends. (See DPSS Agreement Attached).

FY21	\$2,112.97	FY22	\$24,228.60	FY23	\$208.58	FY24	\$100.00	FY25	\$3,000
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- **52040 – SERVICE CONTRACTS & REPAIRS**

\$1250

FY27 request is a decrease of \$250. This is due to past and foreseeable decreases in the number of black & white copies (\$0.0087) and color copies (\$0.066). The RICOH USA INC annual lease remains nearly the same as last year, \$76.78 per month and \$921.36 annually for the First Selectmen's Office.

FY21	\$990.27	FY22	\$1,287.89	FY23	\$1,223.42	FY24	\$1,304.75	FY25	\$1,200
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TOWN OF WATERFORD

FY2027 BUDGET REQUEST

BOARD OF SELECTMEN (10101)



• **52050 – DUES, CONFERENCES & EDUCATION**

\$1500

The FY27 request is a \$775 decrease from FY26. This budget request includes the First Selectman's participation at future General Dynamics Electric Boat conferences, workshops, meetings, educational opportunities and community events for Crystal Mall site economic development needs. All the while, ensuring the Town of Waterford's relationship with GDEB, Chamber of Commerce of Eastern Connecticut, seCTer and the State of Connecticut, all remain positive.

1) Attend the 2026 CCM Annual Conference (December 2026). More than 1,150 attendees, including local government leaders from across the state and companies providing the best in products and services to towns and cities, gather together for two days of informative workshops, interactive discussions, and networking opportunities. The FY27 budget includes the BOF Chairman or RTM Moderator. The cost is \$200.00 for each individual. Requested Amount \$400.

2) Purchase an annual Town of Waterford membership to the Chamber of Commerce Eastern Connecticut. By attending Chamber events, participating in marketing promotions, and member committees, the First Selectman will expand his network, gain referrals, and build valuable connections with clients, customers, and partners. This increased visibility and engagement will help the Town of Waterford grow and elevate our commercial profile within the regional business community, in and around the new General Dynamics Electric Boat Campus. Requested Amount \$300.

4) Support General Dynamic Electric Boat as it relates to attending and/or hosting necessary meetings with GDEB executives and/or attending Workforce and Educational Conferences that would benefit GDEB and the Town. Requested Amount \$750.

5) Complete the CCM Certified Connecticut Municipal Official (CCMO) annual seminars/courses necessary to maintain the certification. Requested Amount \$50.00.

FY21	\$0.00	FY22	\$5.00	FY23	\$179.00	FY24	\$249.00	FY25	\$329
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• **52070 – REIMBURSEABLE EXPENSE**

(\$100)

The FY27 request is a reduction of \$100. This request to cover unexpected out-of-pocket expenses for various activities.

TOWN OF WATERFORD

FY2027 BUDGET REQUEST

BOARD OF SELECTMEN (10101)



FY21	\$253.94	FY22	\$0.00	FY23	\$104.220	FY24	\$0.00	FY25	\$200
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- 52080 – TELEPHONE**

\$521

The FY27 request remains flat. This is for the Executive Assistant's cellular phone. Request is based on a slight increase to \$43.40 a month, or \$521 annually. As the town's Chief Emergency Officer, the First Selectman's cellular phone is budgeted under the Emergency Management budget.

FY21	\$0.00	FY22	\$0.00	FY23	\$504.32	FY24	\$804.34	FY25	\$504
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Services Subtotal: \$5,596

MATERIALS & SUPPLIES

- 53020 – OTHER SUPPLIES**

\$1900

The FY27 request is a reduction of \$100. This request all office and cleaning supplies for the office and restroom in the office. This request will provide funds for various town meetings, events and programs hosted by the First Selectman (local, state and federal commissioners and dignitaries). This will primarily cover expenses for funeral floral arrangements, elected official, volunteer and town employee proclamations and frames and supporting retirement events. In addition, the office will continue to provide complimentary snacks, coffee and bottled water in the First Selectman's Office.

FY21	\$150.00	FY22	\$157.13	FY23	\$1,273.11	FY24	\$2,002.83	FY25	\$1,800
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- 53090 – FUELS AND LUBRICANTS**

\$1400

The FY27 request is a reduction of \$100. It is based on the new town-negotiated gasoline prices for FY27. The First Selectman's vehicle continues to be a former 6-cylinder WPD admin vehicle with necessary 4WD. Fuel per gallon cost is \$2.0545 and reflects 680 gallons budgeted for FY27.

FY21	\$968.00	FY22	\$712.99	FY23	\$1,801.60	FY24	\$1,692.45	FY25	\$1,000
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Materials & Supplies Subtotal: \$3,300

**TOWN OF WATERFORD
FY2027 BUDGET REQUEST
BOARD OF SELECTMEN (10101)**



FURNITURE

• **54010 – FURNITURE**

\$0

The FY27 request is a decrease of \$1500. There are currently no furniture needs for the First Selectman's Office.

FY21	\$0.00	FY22	\$0.00	FY23	\$0.00	FY24	\$0.00	FY25	\$0.00
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Furniture Subtotal: \$0

Department Total: \$207,470

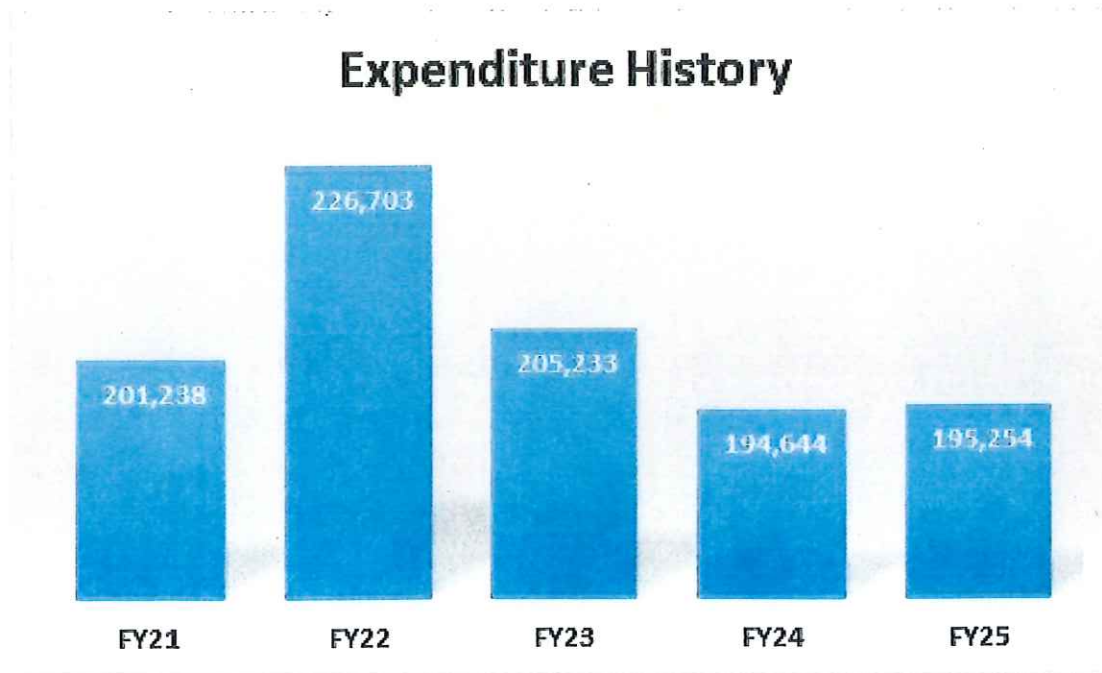
TOWN OF WATERFORD FY2027 BUDGET REQUEST BOARD OF SELECTMEN (10101)



PERSONNEL SHEET

DATE OF HIRE	EMPLOYEE	HOURS WORKED/ WEEK	HOURLY RATE FY27	SALARY FY26	SALARY FY27	LONGEVITY FY27	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A)
51010 - ELECTED OFFICIAL								
4/7/2015	CHIEF EXECUTIVE	FT	N/A	114,590.56	116,022.94	N/A	116,022.94	8,875.76
	TOTALS			114,590.56	116,022.94	0.00	116,022.94	8,875.76
51020 - ELECTED OFFICIAL								
04/10/23	OTHER SELECTMEN	PT	N/A	1,945.22	1,969.53	N/A	1,969.53	150.67
02/10/23	OTHER SELECTMEN	PT	N/A	1,945.22	1,969.53	N/A	1,969.53	150.67
	TOTALS			3,890.43	3,939.06	0.00	3,939.06	301.34
51110 - ADMINISTRATIVE								
02/27/23	EXECUTIVE ASSISTANT	FT	N/A	59,311.90	60,794.70	N/A	60,794.70	4,650.79
04/13/23	EXECUTIVE ASSISTANT	PT (1.5 HRS)	\$ 28.4028	2,169.69	2,223.94	N/A	2,223.94	170.13
09/29/25	EXECUTIVE ASSISTANT	PT (1 HR)	\$ 28.4028	1,446.46	1,482.62	N/A	1,482.62	113.42
	TOTALS			62,928.06	64,501.26	0.00	64,501.26	4,934.35
51210 - CLERICAL/TECHNICAL								
	EXEC ASSISTANT	AS NEEDED	N/A	0.00	0.00	N/A	0.00	0.00
	TOTALS			0.00	0.00	0.00	0.00	0.00
51810 - OVERTIME								
51910 - FRINGE/F.I.C.A.								
TOTALS		FY26 FICA	13,877.79	181,409.05	184,463.26	0.00	184,463.26	14,111.44
BUDGET TOTAL W/F.I.C.A				195,286.84			198,574.70	

EXPENDITURE HISTORY



BOARD OF SELECTMEN

ROBERT J. BRULE, FIRST SELECTMAN

RICH MUCKLE, SELECTMAN

GREG ATTANASIO, SELECTMAN

SHANNON WITHEY, EXECUTIVE ADMINISTRATIVE ASSISTANT

2025 ANNUAL REPORT

Completing my 6th year as First Selectman and it remains both an honor and a privilege to continue serving the Town of Waterford! At the heart of public service is a commitment to trust, open communication, transparency, and fostering a strong sense of belonging within our community. Every decision I make begins and ends with what is best for the people of Waterford. I am deeply proud of our town and the dedicated employees, volunteers, and elected officials who work tirelessly every day to make Waterford a great place to live, work, and serve. My passion for this role continues to inspire me to share a thoughtful reflection on the year's progress through this Annual Summary. It is a privilege to work alongside Selectman Rich Muckle and Selectman Greg Attanasio as I present the 2025 Board of Selectmen Annual Report.



FIRST SELECTMAN BRULE WITH SELECTMAN MUCKLE AND SELECTMAN ATTANASIO

In 2025, as the First Selectman, I presented the Board of Selectmen (BOS) a FY26 Total Town Budget (Operating, Capital and Debt Services) with an increase of just (.75%) or \$373,394. The increase of the 34 town department budgets or "Total General Government Operations" was \$895,213 (2.28%). While ensuring town-side operating, capital and debt service funding increased just (.75%), it enabled my office, and the town, to continue to work with the Board of Education to "offset" their FY26 increase in operating costs of \$2,217,127 (3.85%) or a total BOE operating budget of \$59,828,308, not including capital, fleet, insurance, school debt and retirement costs. Previous annual general operating budget showed modest increases presented by the First Selectman of 1.32% in FY22, 1.25% in FY23, 1.65% in FY24, 2.07% in FY25, and 2.28% in FY26, were submitted and approved. This



THE MILL RATE REMAINED
STABLE AT 23.36 IN 2025

reflects an average Town annual budget increase of (1.7%) for all 34-town departments over the past five years.

Community Engagement

In 2025, the First Selectman participated in the Sangam Asian Heritage Event at the Waterford Library — a wonderful celebration of culture and community. In Indian culture, Sangam is a Sanskrit-origin word that means “confluence” or “coming together.” Attending this event provided an important opportunity to connect with more than 100 Waterford and regional residents, learn more about Sangam’s mission, and support the rich diversity that strengthens our community. Special thanks to the Waterford Public Library for hosting. Events like this remind us that understanding and celebrating different cultures brings us closer together and makes Waterford a more welcoming and inclusive place for all!



**PROUD TO ATTEND THE 2025
SANGAM ASIAN HERITAGE EVENT**

The First Selectman’s Office remains committed to community engagement and a “neighbors helping neighbors” approach. The “Waterford Cares” initiative, which started six years ago with my running mate and Selectwoman, the late Jody Nazarchyk, includes:

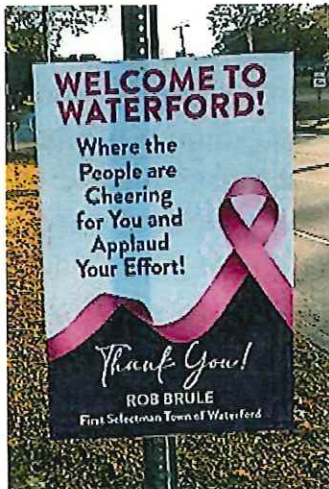
- Hosting First Selectman Food Drives for the Waterford Community Food Bank
- Providing holiday meals to veterans, seniors and families in need
- Sponsoring the holiday tree lightings at Jordan Green and Quaker Hill Green
- Starting and sponsoring the Waterford Day Parade
- Sponsoring the Halloween Trunk or Treat and Socks for Seniors events
- Distributing Town Proclamations and Town Coins to honor scouts, milestones and residents
- Hosting the Memorial Day and Veterans Day ceremonies
- Participating in Wreaths-Across-America every December
- Supporting survivors of domestic violence and Safe Futures
- Supporting the Terri Brodeur Breast Cancer Foundation

- Starting and supporting the Waterford Veterans Coffeehouse - the largest attended Veterans Coffeehouse in eastern Connecticut.

The Town of Waterford and the First Selectman's Office continues to support a number of community agencies and initiatives in addition to Veteran events in town and the region. The Town of Waterford continues to host the Safe Futures Annual Walk and looks forward to the groundbreaking of their new Family Justice Center in 2026 in Waterford! The First Selectman was proud to attend the 2025 Holland Club Induction Ceremony at the U.S. Navy Base in Groton. It was a great opportunity to support



**PROUD TO SUPPORT SAFE FUTURES
ANNUAL WALK IN WATERFORD!**



PROUD TO SUPPORT TBBCF!

Waterford residents and veterans across our nation on their selection into this select club. The 5th Annual Waterford Day Parade included over 100 entries, the largest number of participants in 5 years. "Unity in our Community" and recognizing veterans, residents and employees, remains the theme every year for our town's parade. Tom Thurlow, a long-time Board of Education employee, received the 2025 First Selectman's Public Service Award and Barbara Burdick was selected as the 2025 Waterford Day Grand Marshal. Both of these recipients reflect the passion for the Town of Waterford and the connection they have with our residents. Congratulations Barbara and Tom!

The First Selectman and Emergency Management Director, Steve Sinagra, continue to attend the annual Connecticut Emergency Management Symposium at Camp Nett in Niantic. This past symposium allowed me the opportunity to speak directly with DESPP Commissioner, Ronald Higgins, about the Town's \$6.9M State Bonding Request Application to replace our aging radio system and join the state radio system, ensuring first responder communications and mutual aid in the event of an emergency. Unfortunately, in 2025, the Town of Waterford was awarded just \$1.5M in state bonding. With the possibility of \$1M in additional funding from the Nuclear Safety Grant in 2026, it still leaves the remaining balance for the town to finance. This "process" took over two



years from start to finish and with the contract signed, the town will implement this critical upgrade to the State Radio System and NexGen CAD Program for first responders and mutual aid partners.

In addition, the First Selectman was proud to work alongside the CT Department of Energy & Environmental Protection (DEEP) Boating Division to split the cost (60% state 40% town) of rehabilitating the large state-owned Mago Point Boat Launch Public Parking lot as a state/town \$1M capital project. Waterford residents will now have accessible after-hour parking and additional parking for Waterford businesses during peak summer months and will eventually “connect” to the \$2M Niantic River Road Sidewalk Project, slated for 2026 by a recently approved Southeastern Connecticut Conference of Government’s LOCIP grant.

Capital Projects



IN 2025, NEW CAMERAS, BALLARDS AND FENCING INSTALLED AT ALL THREE ELEMENTARY SCHOOLS AND NEW ARMED OFFICERS HIRED

In 2025, after completing or closing 24 approved and funded capital projects, ARPA projects and Lotcip/Locip projects, the Town of Waterford saw \$4,012,462 invested in completed capital investments. The First Selectman’s office continues to support the funding for the Town’s Fleet Plan at \$1M annually as well as the town’s retirement fund at \$7.2M. The highlight capital project was the \$2M school & community building security improvements, the largest capital project for school and community safety the Town has completed. The most complex part of this project, the video security cameras inside and around our schools, started in late 2024, and completed in 2025 despite significant supply chain delays.

The First Selectman would like to thank IT Manager, Jeff Robillard, for his leadership and professionalism completing this complex security upgrade. The First Selectman’s annual Capital Plan continues to feature a “Snap Shot” which remains a responsible and transparent tool for identifying use of the General Fund Balance for capital projects. The “Snap Shot” has helped ensure Town and BOE operating budgets impact on the



SENIORS ENJOYING THE ACCESSIBLE WALKWAY AROUND THE POND



THE FUNDING FOR THE NEW OSWEGATCHIE FIRE STATION WAS APPROVED IN 2025

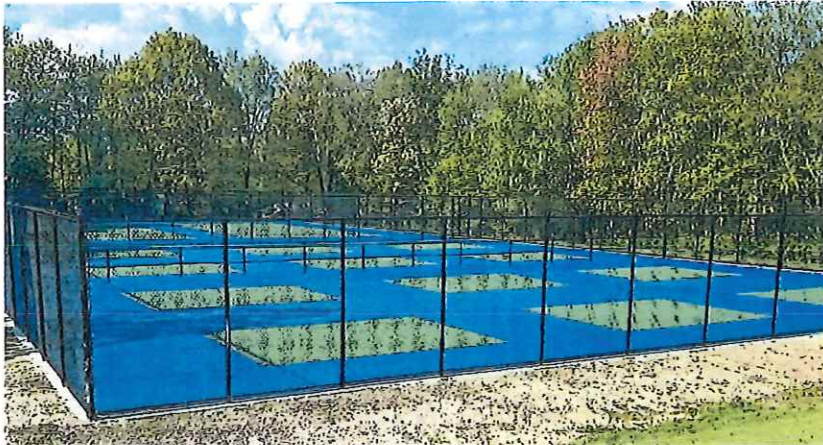
tax rate remains as stable as possible for the taxpayer. The 5-year “Snap Shot” Capital Plan, continues to identify projects that fall into the following four categories: road paving, building maintenance, park improvements and Board of Education requests, like the new Turf Field and Tennis Courts. The newly renovated Arnold E. Holm Jr. Memorial Park officially saw additional benches installed for residents who needed shorter walking distance between benches. The past year

also saw the Gardiner Foundation donate \$40,000 towards a much needed shade structure at the park’s playground, with the install scheduled for the spring of 2026. Road paving and town safety projects remained a priority. Road paving projects continue to include the Utility Commission replacing 30-year old plastic water connectors with copper piping, prior to road paving, eliminating the possibility of leaks forming under the newly paved roads. Finally, in a supportive bipartisan vote in town of 32-3 (Board of Selectmen 3-0, Board of Finance 6-0 and RTM 23-3) the building of a new town-owned firehouse was approved. The building and land was purchased by the town for \$1 and will be the future home of the first town-owned fire station in Waterford. Construction is expected to start in early 2026.

Other Notable Capital Projects Completed in 2025:

- Town paved Old Norwich Road, Jefferson Avenue, Phillips Street, North Phillips Street, Albacore Drive, Marlin Drive, Woodlawn Court, Quarry Road, Leary Drive and Goshen Road
- Replaced Emergency Management Antennas on the new Fargo Water Tank
- Transitioned 911 CAD system to Nexgen for future State Radio System upgrade
- Completed Security Upgrades to Town and School buildings
- Upgraded GIS system within town operating systems
- Improved the Waterford Police Department Cell Block and Kitchen areas
- Removed the Southwest School Underground Tanks
- Replaced the Cohanzie Fire Station Emergency Generator
- Replaced and updated all Town and Waterford School’s phone system hardware & software
- Upgraded the Quaker Hill Fire Station Fire Alarm

- Replaced the Town of Waterford's Content Filter for Website Protection
- Funded the Alewife Cove Conservancy federal grant request for dredging
- Replaced the Waterford Police Department Firearm Laser Sites
- Town replaced sidewalks on Norman Street, William Street, Summer Street and David Street



IN THE SUMMER OF 2025, THE LEARY PARK 6-COURT PICKLEBALL COMPLEX, 2 TENNIS COURTS AND A NEW BASKETBALL COURT CONSTRUCTION WAS STARTED WITH NEW FENCING AND POST-TENSION CONCRETE TO LAST 25 YEARS.

THANK YOU TO THE BOARD OF SELECTMEN, BOARD OF FINANCE AND THE REPRESENTATIVE TOWN MEETING FOR ALL SUPPORTING THIS INCREDIBLY IMPORTANT PROJECT FOR RESIDENTS WHO LIVE IN THE NORTHERN PART OF TOWN!

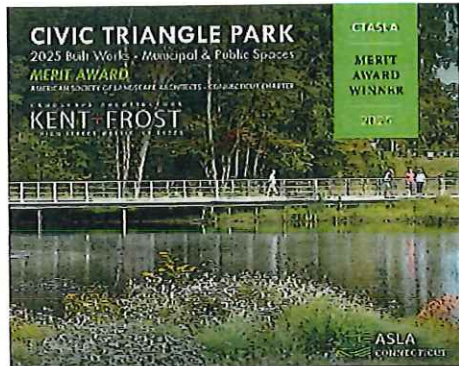
Fleet Management Plan

In 2025, the Town received seven large pieces of apparatus for Public Works, including a Sweeper for \$249,792, a Front Load Refuse Truck for \$401,472, a new Chassis for the Tree Truck for \$187,014, three DPW Dump Trucks for \$389,344 and a Side Load Refuse Truck for \$212,099. The Public Works Department and the Police Department fleet plans remain a priority, while future Fleet Plans will highlight fleet needs for the Waterford Fire Department. Although supply chain issues have occurred, the Town of Waterford remains in good position to purchase the fleet necessary to keep our town safe and operating efficiently. The Town continues to remove vehicles and equipment from the fleet in an effort to reduce the size of the fleet. The new Municipal Complex's 70,000 square foot garage continues to keep our trucks and other fleet equipment inside and protected from the elements. The DPW's incredibly important Tree Bucket Truck has been in the shop most of 2025 for extensive refurbishment. This critical piece of apparatus will ensure needed tree work will once again be in full operation come 2026! The First Selectman will continue to focus on Fleet



**WATERFORD PUBLIC WORKS DEPARTMENT
ENSURES OUR CAPITAL ASSETS ARE PROTECTED**

Management, focusing on how many vehicles the Town has in its fleet, maintenance of vehicles to extend life and budgeting for large vehicle replacement. In 2025, the Waterford Fire Department included its vehicles within the Fleetio Fleet Management system to ensure all town-owned vehicles, both small and large, are within the new fleet software program.



CTASLA MERIT AWARD WINNING ADA ACCESSIBLE TOWN PARK!

In 2025, the Town of Waterford achieved SustainableCT Bronze Certification for the third time since 2019, earning 480 points in 2025. Located along Connecticut's southeastern shoreline and home to roughly 19,500 residents, Waterford continues to balance its rich agricultural and granite-industry heritage with forward-looking investments that protect natural resources and strengthen community well-being. This recognition reflects achievements for Waterford and across SustainableCT's priority areas, including Inclusive and Equitable Communities; Thriving Local Economies; Well-Stewarded Land and Natural Resources; Vibrant and Creative Culture; Dynamic and Resilient Planning; Clean and Diverse Transportation Systems; Renewable and Efficient Energy; Inclusive Communication; Strategic Materials Management; Health and Wellness Opportunities; and Healthy and Diverse Housing and Homelessness Prevention Innovation. From expanding comprehensive recycling programs to improving accessible public spaces like the award-winning Arnold E. Holm Jr. Memorial Park, Waterford continues to demonstrate leadership in sustainability and community investment. I am incredibly proud of the dedicated team at Town Hall, especially Environmental Planner Maureen Fitzgerald, for their commitment to ensuring Waterford remains a great place to live, work, and raise a family.



WATERFORD WOODS WITH 400 UNITS OF WORKFORCE HOUSING

In 2025, Waterford Woods Luxury Apartment Complex Phase Three was completed. The final 100 units for Phase Four is expected to be completed Spring 2026 and provide 425 units of 1 & 2 bedroom apartments of workforce and affordable housing. The impressive complex stretches over 35-acres and includes a clubhouse, indoor pool, pickleball court, walking trail, vegetable and herb gardens and

additional storage units on the property. This \$120M project has brought much needed workforce family housing to the region. The Town of Waterford Planning & Zoning Commission is in the final stages of completing the town's Plan of Conservation and Development. "Plan Waterford" is our Town's guide for the future. It shows where we have been and lays out the vision for where we are going.

Finally, thank you to the Economic Development Commission Chairman, Mike Buscetto, and the Interim Planning Department Director, Mark Wujtewicz, who worked closely with my office on development options for the Crystal Mall property, providing flexibility for the three owners of the mall property and a much needed tax revenue for Waterford residents. The town continues to look for new economic development that will have long-term effects and will enhance our Net Taxable Grand List, including the Airport Property and areas in town that could create a Waterford "Main Street."



**NEVINS COTTAGE EXTERIOR RENOVATION
COMPLETED IN 2025 – INTERIOR
PLANNED FOR 2026!**

The Town continues to find creative and effective ways to reduce costs to taxpayers by supporting the Friends of Nevins Cottage, Inc. established in 2024. The picturesque vernacular house dates to c. 1890 and was a tenant house located on the Shaw-Perkins-Nevins farm that occupied acreage on both sides of Rope Ferry Road. The property descended through the family of successful New London merchant Nathaniel Shaw II (1735-1782). It passed to Thomas Shaw Perkins, brother of Nathaniel Shaw Perkins, and then to his daughter Cornelia L. Perkins Nevins who married David H. Nevins of Norwich. The title of the farm was settled to a daughter of the Nevins', Anna Nevins, who lived until 1958. She began selling off the portions of the farm on the north side of Rope Ferry Road in the early 1950s. Nevins Cottage was purchased from Anna Nevins' estate by the town in 1961.

The Friends group successfully completed the exterior renovation in 2025. Spring of 2026 will see the Friends group focus on the interior renovation with demo being donated by Waterford small business, Bayside Construction. Interior painting, electrical work and heating needs will restore and maintain this historic building through in-kind and private sector donations. Reducing the cost of historic preservation to the town by over \$250,000.

In 2025, the Town of Waterford saw the approval and start of the new Leary Park Pickleball Complex, Tennis Courts and Basketball Court, Town Hall Auditorium Renovation and ADA Accessible Restroom Project, the Mago Point Parking Lot, the Town Hall Basketball Courts and the new Waterford High School Turf Field and Tennis Courts. Outdoor parks, infrastructure and road paving with the General Fund Balance, CIP and CNR requests continue to be completed. All the while, public safety, town staffing levels and fleet management remain priorities for review. Waterford continues to host some of the largest retail shopping stores and plazas in and around Waterford Commons. Waterford is home to Dominion Energy's Millstone Power Station, the beautiful Great Neck Country Club, national chain restaurants and box stores and now a transformative mall property welcoming General Dynamics-Electric Boat Waterford Corporate Campus. These provide many benefits to our town as well as current and future tax revenue.



THE TOWN HALL AUDITORIUM NOW STREAMS TOWN MEETINGS LIVE VIA YOUTUBE & HOSTS VETERAN EVENTS DURING INCLEMENT WEATHER!

Conclusion

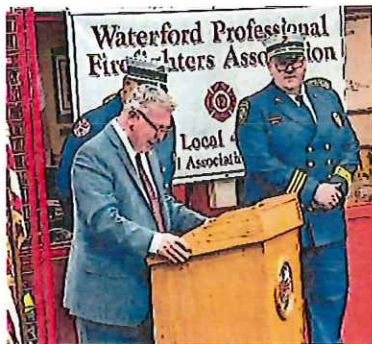


CONGRATULATIONS OFFICER FREDRICKS AND K-9 HODGES!

This past year brought both challenges and opportunities, yet our response has once again shown the strength, unity, and resilience that define our community. We celebrated Dominion Energy's Millstone Power Station Unit 2 50th Anniversary and reflected on the positive impact the nuclear power plant has had on our community. From successfully launching new hiring initiatives six more full-time Firefighter/EMT's, to completing long-term projects, every success reflects the dedication of our residents, volunteers, elected officials, and town employees whose hard work makes Waterford such a special place to call home. No employee in Waterford deserves more praise than Waterford Police Officer Eric Fredricks and K-9 Officer Hodges, who were proud recipients of the Connecticut Lion's Club 2025 Humanitarian of the Year Award. Their commitment to our community and residents of all ages has been a beacon of warmth, dignity and comfort. There was not an event in

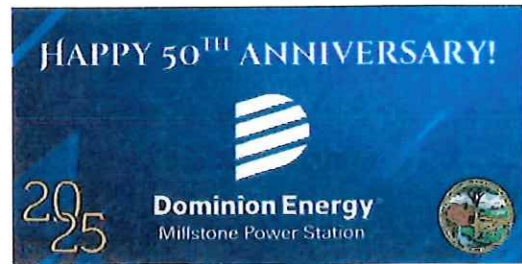
Waterford or the region that did not include these amazing partners. Thank you Officers Fredricks and Hodges, well deserved! As I reflect on 2025 and my sixth year serving as Waterford's First Selectman, I am deeply proud of all that our town has accomplished together.

Through bipartisan collaboration, professionalism, and open dialogue in town, we have continued to move Waterford forward in meaningful ways. The Town continues to prioritize a working budget that supports capital investments, first responders, critical services and a level of education we expect in town, while



**WATERFORD'S COMMITMENT TO
INCREASING PAID FIREFIGHTER
/EMT'S CONTINUED IN 2025**

minimizing the growth of the taxpayers' burden. Waterford, like many of its neighboring communities, has seen a continuation of retirements by eligible employees. We worked hard on the recruitment and retention of town employees, most notably, assessors, building officials, police officers and firefighters. Looking ahead, I remain committed to building on our momentum — fostering a thriving, affordable, safe and vibrant community that values progress and respect. As we turn the page to 2026, I remain confident that Waterford's best days are still ahead and I look forward to achieving even more together!



PO#260261

Finance	Permitting	Building	Rec & Parks	IT	Selectman	Youth Services	Fire Services	Public Works	Senior Services
\$43.40	\$43.40	\$43.40	\$43.40	\$43.40	\$43.40	\$43.40	\$43.40	\$43.40	\$43.40
\$43.40	\$43.40	\$35.40	\$31.00	\$43.40	\$43.40	\$43.40	\$43.40	\$43.40	\$43.40
\$43.40	\$43.40	\$78.80	\$43.40	\$43.40	\$43.40	\$43.40	\$86.80	\$43.40	\$86.80
\$130.20	\$130.20	\$130.20	\$43.40	\$130.20	\$43.40	\$43.40	\$43.40	\$43.40	\$43.40
			\$31.00						
			\$23.33						
			\$715.53						

Vendor #2762 10/21/2025-11/20/2025 Invoice#97249253

Dept	PO#	Total
Finance	260261	\$43.40
Permitting	260261	\$130.20
Building	260261	\$78.80
Rec & Parks	260261	\$215.53
IT	260261	\$130.20
Selectman	260261	\$43.40
HR	260261	\$43.40
Fire Services	260261	\$86.80
Public Works	260261	\$173.60
Senior Services	260261	\$86.80
Youth Services	260261	\$217.00
		\$1,749.13

\$31.00 being credited to billing statement

Signature:

Date:

10101-52080

TELEPHONE

FY2025

Board of Selectmen

The Mission of the Chamber of Commerce of Eastern Connecticut, Inc. is to create and maintain a positive business climate that meets the needs of our members by supporting economic development and growth in the region.



CHAMBER of COMMERCE
EASTERN CONNECTICUT

Vision

We are a coalition of business leaders dedicated to securing and enhancing the economic vitality of Eastern Connecticut. We do so by:

Promoting a regional identity

Acting as the "the voice of business" for the region in Hartford

Providing a forum for leader networking

Showcasing our member businesses products and services

Advancing small business through educational and promotional programs

Acting as the inclusive voice of business for all business populations in the region

Modeling the workplace of choice for the region

Membership takes you further

Unlock new opportunities and elevate your business success with our comprehensive membership benefits, exclusive resources, and powerful networking connections. Stand out as a trusted, credible business supported by a community of fellow members. **\$300 Annual Cost for FY27.**

Unlock New Opportunities

By attending Chamber events, participating in our marketing promotions, and member committees, you will expand your network, gain referrals, and build valuable connections with clients, customers, and partners. This increased visibility and engagement will help you grow your business and elevate your profile within the regional business community.

Foster Professional Growth

Whether you're aiming to enhance your leadership skills or expand your professional network, the Chamber offers a wealth of resources to support your career growth. Engage with our Leadership Program, Young Professionals network, and educational workshops designed to foster individual development and help you achieve your professional goals at every stage of your journey.

Trusted by businesses big and small

88% of our members are small businesses with 100 employees or fewer

98,000 people employed by our membership in eastern CT and beyond while 121 towns represented in CT and beyond

CONNECTICUT CONFERENCE OF MUNICIPALITIES (CCM)

Workshop Session B3: When A State Road is Your Main Street: A Working Session to Create Safe, Walkable Downtowns

Workshop Session B4: Resilience Improvement Districts: Municipal Pathways to Resilience

Workshop Session B5: Avoiding a Crisis - Municipal Succession Planning

2:45pm - 3:15pm Conference Break (sponsored by Verogy) /Visit the Exhibit Hall

Prizes Awarded for Exhibit Hall Passport Contest

3:30pm - 4:30pm Workshop Session C

Workshop Session C1: Innovative Delivery: Intergrating Design-Build in Public-Private Partnerships

Workshop Session C2: AI in Local Government

Workshop Session C3: Business as Unusual - Fresh Approaches to Economic Development to Grow Your Grand List

Workshop Session C4: How School Infrastructure Investment Creates a Ripple Effect of Economic Growth

Workshop Session C5: CT Paid Leave Drive Employee Recruitment, Retention, and Job Satisfaction

4:30 p.m. - 6:00 p.m. Networking Reception (Sponsored by CIRMA)

5:00 p.m.

Annual Meeting - Legislative Committee Meeting

Wednesday, December 3rd

10:00 a.m. - 12:00 p.m. Board of Directors Meeting - (Board Members Only)

2026 CONNECTICUT EMERGENCY MANAGEMENT SYMPOSIUM (No Charge)

Each spring, CCM along with the Connecticut Division of Emergency Management and Homeland Security (DEMHS), the Connecticut Department of Emergency Services and Public Protection (DESPP), and the Connecticut Department of Public Health (DPH) attract hundreds of local public safety officials and others responsible for responding to mass emergencies.



This is the only statewide municipal government event that offers a full day of informative workshops, interactive discussions, networking opportunities, and vendors showcasing relevant products and services. Negotiate more cost-effective services for our communities.

This event is FREE to local and state officials! Attendance is limited to the first 400 registrants.

CONNECTICUT CONFERENCE OF MUNICIPALITIES (CCM)

Connecticut Conference of Municipalities (CCM) is the state's largest, nonpartisan organization of municipal leaders, representing towns and cities of all sizes from all corners of the state, with 168 member municipalities. CCM comes together for one common mission — to improve everyday life for every resident of Connecticut. CCM shares best practices and objective research to help local leaders govern wisely. CCM advocates at the state level for issues affecting local taxpayers and pools their buying power to negotiate more cost-effective services for our communities. **Requested: \$400**



2025 CCM Annual Convention

Monday, December 1st

2:00 p.m. - 5:00 p.m. Exhibitor Registration & Set Up - Earth Expo Center

5:30 p.m. - 6:30 p.m. Welcome Reception (Exhibitors and Attendees)

Tuesday, December 2nd

8:00am Registration Open (sponsored by GZA GeoEnvironmental, Inc.)

Visit the Expo Hall for breakfast

8:30am - 10:00 am

Awards Breakfast (sponsored by Harris, Beach, Murtha) Welcome, Sustainable CT and CCMO Awards in the Exhibit Hall (Awards begin at 8:30)

10:15am - 11:15am Workshop Session A

Workshop Session A1: Key to Writing Winning Grants

Workshop Session A2: Building Consensus: The Role of Public Input in Project Success

Workshop Session A3: What Did You Say? How Does the First Amendment Impact the Workplace

Workshop Session A4: Fiber Benefits for Your Town

Workshop Session A5: What to Do Before OSHA Knocks

11:15am - 12:00pm Conference Break (Sponsored by Verogy)/ Visit Exhibit Hall

Women in Government Networking Roundtables (Back of Expo Hall)

12:00am - 1:30pm Networking Lunch & Awards Ceremony - #LoCoolGov (sponsored by Post University), Municipal Excellence Awards (sponsored by Halloran Sage), and Muni Champions

1:45pm - 2:45pm Workshop Session B

Workshop Session B1: Sovereign Citizens, Testers, and Understanding Connecticut's Freedom of Information Act

Workshop Session B2: A Better Path to Priority-Based Budgeting: How Do We Get There & What's The Payoff?

Order Confirmed

10101-52050
Dues, conferences & education

Thank you! Your order is complete, and a copy of the receipt has been sent to your email address.

CCM Convention Dec 3+4

Invoice #37442

Robert J. Brule (#103243)

Billing Address
Rob J Brule
15 Rope Ferry Road
Waterford, CT 06386
United States

Shipping Address
Rob J Brule
15 Rope Ferry Road
Waterford, CT 06386
United States



Robert's Cart Items

03
Dec

2024 CCM Annual Convention -
#MakeItHereMakeItAnywhereCT

Event
\$249.00
1

03
Dec

Breakfast & CCMO Awards (Awards Begin at 9am)

Function
\$0.00
1

04
Dec

2025 CT Outlook Post Presidential Election Panel
& Networking Breakfast

Function
\$0.00
1

02
Dec

2024 Exhibitor Appreciation Reception (Members
Welcome)

Function
\$0.00
1

03
Dec

Municipal and LoCool Awards Luncheon

Function
\$0.00
1

Email Contact

Function
\$0.00
1

Cart total	\$249.00
Taxes	\$0.00
Discounts	\$0.00
Shipping/handling	\$0.00

Balance due \$0.00

[RETURN TO MEMBER DASHBOARD](#)

[PRINT](#)

BOARD OF SELECTMEN
Dues, Conferences Education July24-June25

ORG	OBJECT	DESCRIPTION	YEAR	EFF DATE	POST DATE	SRC	AMOUNT	VDR NAME/ITEM	DESC	COMMENTS
10101	52050	DUES,CONFERE	2025	12/04/2024	01/02/2025	API	250.00	JP MORGAN CHASE BANK	DECEMBER 2024	STATEMENT
10101	52050	DUES,CONFERE	2025	11/04/2024	12/10/2024	API	25.00	JP MORGAN CHASE BANK	NOVEMBER 2024	STATEMENT
							\$275.00			

10101-52050

**DUES, CONFERENCES &
EDUCATION**

FY2025

Board of Selectmen

Please contact your Ricoh Sales Executive directly for any questions or to change your preferred contact method.

To withdraw your consent with RICOH USA Inc.

To inform us that you no longer want to receive future notices and disclosures in electronic format you may decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify RICOH USA Inc. as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by RICOH USA Inc. during the course of my relationship with you.

CONSUMER DISCLOSURE

From time to time, RICOH USA Inc. (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact RICOH USA Inc.

Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

Certificate Of Completion

Envelope Id: 9A5BF6F5-B4A0-4C66-9372-4A6E54061E4C	Status: Completed
Subject: Ricoh Docs for WATERFORD, TOWN OF to Review and Sign. Quote No 35954161, PO)	
Source Envelope:	
Document Pages: 7	Signatures: 2
Certificate Pages: 4	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Ricoh DocuSign
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	PO Box 6117
	Macon, GA 31208
	RicohDocuSign@RicoH-usa.com
	IP Address: 147.154.37.107

Record Tracking

Status: Original	Holder: Ricoh DocuSign	Location: DocuSign
8/20/2025 9:31:11 AM	RicohDocuSign@RicoH-usa.com	

Signer Events

Signature	Timestamp
Signed by: 89840194CD7D104...	Sent: 8/20/2025 9:31:13 AM Viewed: 8/20/2025 11:50:35 AM Signed: 8/20/2025 11:52:36 AM
Shea (Brandishea) Davy bmoses@waterfordct.org Purchasing Agent Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style Using IP Address: 162.246.4.195

Electronic Record and Signature Disclosure:
 Accepted: 8/20/2025 11:50:35 AM
 ID: 52a86d8d-5ee2-42d1-bab8-77b2570a2ff5

Person Signer Events

Editor Delivery Events

Agent Delivery Events

Intermediary Delivery Events

Certified Delivery Events

Carbon Copy Events

Roscoe Meghan Janette Harvey
 Meghan.Roscoe@ricoh-usa.com
 Ricoh USA, Inc.
 Security Level: Email, Account Authentication (None)

Status

COPIED

Timestamp

Sent: 8/20/2025 9:31:12 AM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Witness Events

Notary Events

Envelope Summary Events

Status	Timestamps
Envelope Sent	8/20/2025 9:31:12 AM
Certified Delivered	8/20/2025 11:50:35 AM
Signing Complete	8/20/2025 11:52:36 AM
Completed	8/20/2025 11:52:36 AM

These Service Commitments do not cover repairs resulting from misuse (including without limitation improper voltage or environment or the use of supplies that do not conform to the manufacturer's specifications), subjective matters (such as color reproduction accuracy) or any other factor beyond the reasonable control of Ricoh. Ricoh and you each acknowledge that these Service Commitments represent the entire understanding of the parties with respect to the subject matter hereof and that your sole remedy for any Service Commitments not performed in accordance with the foregoing is as set forth under the section hereof entitled "Performance Commitment". The Service Commitments made are service and/or maintenance warranties and are not product warranties. Except as expressly set forth herein, Ricoh makes no warranties, express or implied, including implied warranties of merchantability, fitness for use, or fitness for a particular purpose. Neither party hereto shall be liable to the other for any consequential, indirect, punitive or special damages. Customer expressly acknowledges and agrees that, in connection with the security or accessibility of information stored in or recoverable from any Product provided or serviced by Ricoh, Customer is solely responsible for ensuring its own compliance with legal requirements or obligations to third parties pertaining to data security, retention and protection. These Service Commitments shall be governed according to the laws of the State where your principal place of business or residence is located without regard to its conflicts of law principles. These Service Commitments are not assignable by the Customer. Unless otherwise stated in your Implementation Schedule, your Product will ONLY be serviced by a "Rico Certified Technician". If any software, system support or related connectivity services are included as part of these Service Commitments as determined by Ricoh, Ricoh shall provide any such services at your location set forth in the Product Schedule as applicable, or on a remote basis. You shall provide Ricoh with such access to your facilities, networks and systems as may be reasonably necessary for Ricoh to perform such services. You acknowledge and agree that, in connection with its performance of its obligations under these Service Commitments, Ricoh may place automated meter reading units on imaging devices, including but not limited to the Product, at your location in order to facilitate the timely and efficient collection of accurate meter read data on a monthly, quarterly or annual basis. Ricoh agrees that such units will be used by Ricoh solely for such purpose. Once transmitted, all meter read data shall become the sole property of Ricoh and will be utilized for billing purposes.

Customer Initials S



Ricoh USA, Inc.
300 Eagleview Blvd. Suite 200
Exton, PA 19341

RICOH USA, INC.

IMAGE MANAGEMENT PLUS COMMITMENTS

The below service commitments (collectively, the "Service Commitments") are brought to you by Ricoh USA, Inc., an Ohio corporation having its principal place of business at 300 Eagleview Blvd #200, Exton, PA 19341 ("RicoH"). The words "you" and "your" refer to you, our customer. You agree that RicoH alone is the party to provide all of the services set forth below and is fully responsible to you, the customer, for all of the Service Commitments. RicoH or, if RicoH assigns the Product Schedule to which this page is attached in accordance with the Lease Agreement (as defined in such Product Schedule), RicoH's assignee, is the party responsible for financing and billing the Image Management Product Schedule. The Service Commitments are only applicable to the equipment ("Product") described in the Image Management Product Schedule to which these Service Commitments are attached, excluding facsimile machines, single-function and wide-format printers and production units. The Service Commitments are effective on the date the Product is accepted by you and apply during RicoH's Normal Business Hours (as defined below). They remain in effect for the Minimum Term so long as no ongoing default exists on your part.

TERM PRICE PROTECTION

The Image Management Minimum Payment and the Cost of Additional Images, as described on the Image Management Product Schedule, will not increase in price during the Minimum Term of the Image Management Product Schedule, unless agreed to in writing and signed by both parties.

PRODUCT SERVICE AND SUPPLIES

RicoH will provide full coverage maintenance services, including replacement parts, drums, labor and all service calls, during Normal Business Hours. "Normal Business Hours" are between 8:00 a.m. and 5:00 p.m., Monday to Friday excluding holidays ((i) New Year's Day; (ii) Memorial Day; (iii) 4th of July; (iv) Labor Day; (v) Thanksgiving; (vi) Day after Thanksgiving; and (vii) Christmas Day). RicoH will also provide the supplies required to produce images on the Product covered under the Image Management Product Schedule (other than non-metered Product and soft-metered Product). The supplies will be provided according to manufacturer's specifications. RicoH reserves the right to assess a reasonable charge for supply shipments if you request overnight delivery. If RicoH determines that you have used more supplies than the manufacturer's recommended specifications, you will pay reasonable charges for those excess supplies and/or RicoH may refuse you additional supply shipments, or as otherwise agreed to by the parties. Optional supply items such as paper and transparencies are not included, unless otherwise agreed to by the parties in writing. Charges are based on standard 8.5x11 images. RicoH reserves the right to assess additional images charges for non-standard images, including 11x17 images.

RESPONSE TIME COMMITMENT

RicoH will provide a one hour (1) phone response to service calls measured from receipt of your call. RicoH will provide a four (4) business hour response time for all service calls located within a major metropolitan area, and an eight (8) business hour average response time for service calls located fifty (50) miles or greater from a RicoH service center for the term of the Image Management Product Schedule. Response time is measured in aggregate for all Product covered by the Image Management Product Schedule.

UPTIME PERFORMANCE COMMITMENT

RicoH will service the Product to be Operational with a quarterly uptime average of 95% during Normal Business Hours, excluding preventative and interim maintenance time. Downtime will begin at the time you place a service call to RicoH and will end when the Product is again Operational. You agree to make the Product available to RicoH for scheduled preventative and interim maintenance. You further agree to give RicoH advance notice of any critical and specific uptime needs you may have so that RicoH can schedule with you interim and preventative maintenance in advance of such needs. As used in these Service Commitments, "Operational" means substantial compliance with the manufacturer's specifications and/or performance standards and excludes customary end-user corrective actions.

IMAGE VOLUME FLEXIBILITY AND PRODUCT ADDITIONS

At any time after the expiration of the initial ninety day period of the original term of the Image Management Product Schedule to which these Service Commitments relate, RicoH will, upon your request, review your image volume. If the image volume has moved upward or downward in an amount sufficient for you to consider an alternative plan, RicoH will present pricing options to conform to a new image volume. If you agree that additional product is required to satisfy your increased image volume requirements, RicoH will include the product in the pricing options. The addition of product and/or increases/decreases to the Guaranteed Minimum Images requires an amendment ("Amendment") to the Image Management Product Schedule that must be agreed to and signed by both parties to the Schedule. The term of the Amendment may not be less than the remaining term of the existing Image Management Product Schedule but may extend the remaining term of the existing Image Management Product Schedule for up to an additional 60 months. Adjustments to the Guaranteed Minimum Images commitment and/or the addition of product may result in a higher or lower minimum payment. Images decreases are limited to 25% of the Guaranteed Minimum Images in effect at the time of Amendment.

PRODUCT AND PROFESSIONAL SERVICES UPGRADE OPTION

At any time after the expiration of one-half of the original term of the Image Management Product Schedule to which these Service Commitments relate, you may reconfigure the Product by adding, exchanging, or upgrading to an item of Product with additional features or enhanced technology. A new Image Management Product Schedule or Amendment must be agreed to and signed by the parties to the Schedule, for a term not less than the remaining term of the existing Image Management Product Schedule but may, in the case of an Amendment, extend the remaining term of the existing Image Management Product Schedule for up to an additional 60 months. The Cost of Additional Images and the Minimum Payment of the new Image Management Product Schedule will be based on any obligations remaining on the Product, the added product and new image volume commitment. Your RicoH Account Executive will be pleased to work with you on a Technology Refresh prior to the end of your Image Management Product Schedule or Amendment.

PERFORMANCE COMMITMENT

RicoH is committed to performing these Service Commitments and agrees to perform its services in a manner consistent with the applicable manufacturer's specifications. Should a Product or an accessory not be able to be maintained in conformance with manufacturer's specifications, RicoH shall, at its own expense, replace such Product with another unit of the same product designation as that Product and RicoH shall bear all installation, transportation, removal and rigging charges in connection with the installation of such replacement unit; provided, however that (a) the replacement unit may be a reconditioned or otherwise used unit rather than a new unit; and (b) if a replacement unit of the same product designation as the unit of Product it replaces is not available, the replacement unit may be a product of substantially similar or greater capabilities. RicoH shall re-perform any Services not in compliance with this warranty and brought to RicoH's attention in writing within a reasonable time, but in no event more than 30 days after such Services are performed. If you are dissatisfied with RicoH's performance, you must send a registered letter outlining your concerns to the address specified below in the "Quality Assurance" section. Please allow 30 days for resolution.

ACCOUNT MANAGEMENT

Your RicoH sales professional will, upon your request, be pleased to review your product performance metrics on a quarterly basis and at a mutually convenient date and time. RicoH will, upon your request, be pleased to annually review your business environment and discuss ways in which RicoH may improve efficiencies and reduce costs relating to your document management processes.

QUALITY ASSURANCE

Please send all correspondence relating to the Service Commitments via registered letter to the Quality Assurance Department located at: 3920 Arkwright Road, Macon, GA 31210, Attn: Quality Assurance. The Quality Assurance Department will coordinate resolution of any performance issues concerning the above Service Commitments with your local RicoH office. To ensure the most timely response please call 1-888-275-4566.

MISCELLANEOUS

Sales Tax Exempt: Y

YES (Attach Exemption Certificate)

Customer Billing Reference Number(P.O. #, etc.)

Addendum Attached:

TERMS AND CONDITIONS

1. The first Payment will be due on the Effective Date. If the Lease Agreement uses the terms "Lease Payment" and "Commencement Date" rather than "Payment" and "Effective Date," then, for purposes of this Schedule, the term "Payment" shall have the same meaning as "Lease Payment," and the term "Effective Date" shall have the same meaning as "Commencement Date."
2. You, the undersigned Customer, have applied to us to use the above-described Product for lawful commercial (non-consumer) purposes. **THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ABOVE**, except as otherwise provided in the Lease Agreement, if applicable. If we accept this Schedule, you agree to use the above Product on all the terms hereof, including the terms and conditions on the Lease Agreement. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE LEASE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE LEASE AGREEMENT.** You acknowledge and agree that the Ricoh service commitments included on the "Image Management Commitments" page attached to this Schedule (collectively, the "Commitments") are separate and independent obligations of Ricoh USA, Inc. ("Rico") governed solely by the terms set forth on such page. If we assign this Schedule in accordance with the Lease Agreement, the Commitments do not represent obligations of any assignee and are not incorporated herein by reference. You agree that Ricoh alone is the party to provide all such services and is directly responsible to you for all of the Commitments. We are or, if we assign this Schedule in accordance with the Lease Agreement, our assignee will be, the party responsible for financing and billing this Schedule, including, but not limited to, the portion of your payments under this Schedule that reflects consideration owing to Ricoh in respect of its performance of the Commitments. Accordingly, you expressly agree that Ricoh is an intended party beneficiary of your payment obligations hereunder, even if this Schedule is assigned by us in accordance with the Lease Agreement.
3. **Image Charges/Meters:** In return for the Minimum Payment, you are entitled to use the number of Guaranteed Minimum Images as specified in the Payment Schedule of this Schedule. The Meter Reading/Billing Frequency is the period of time (monthly, quarterly, etc.) for which the number of images used will be reconciled. If you use more than the Guaranteed Minimum Images during the selected Meter Reading/Billing Frequency period, you will pay additional charges at the applicable Cost of Additional Images as specified in the Payment Schedule of this Schedule for images, black and white and/or color, which exceed the Guaranteed Minimum Images ("Additional Images"). The charge for Additional Images is calculated by multiplying the number of Additional Images by the applicable Cost of Additional Images. The Meter Reading/Billing Frequency may be different than the Minimum Payment Billing Frequency as specified in the Payment Schedule of this Schedule. You will provide us or our designee with the actual meter reading(s) by submitting meter reads electronically via an automated meter read program, or in any other reasonable manner requested by us or our designee from time to time. If such meter reading is not received within seven (7) days of either the end of the Meter Reading/Billing Frequency period or at our request, we may estimate the number of images used. Adjustments for estimated charges for Additional Images will be made upon receipt of actual meter reading(s). Notwithstanding any adjustment, you will never pay less than the Minimum Payment.
4. Additional Provisions (if any) are:

THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER Signed by: _____ By: X <u>Shea (Brandishea) Davy</u> 900401940075104... Authorized Signer Signature Printed Name: <u>Shea (Brandishea) Davy</u> Title: <u>purchasing Agent</u> Date: <u>8/20/2025</u>	Accepted by: RICOH USA, INC. By: _____ Authorized Signer Signature Printed Name: _____ Title: _____ Date: _____
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Omnia Partners Public Sector Product Schedule

RICOH

Ricoh USA, Inc.
300 Eagleview Blvd. Suite 2C
Exton, PA 19341

Product Schedule Number: _____

Master Lease Agreement Number: MLA32847730

This Product Schedule (this "Schedule") is between Ricoh USA, Inc. ("we" or "us") and WATERFORD, TOWN OF, as customer or lessee ("Customer" or "you"). This Schedule constitutes a "Schedule," "Product Schedule," or "Order Agreement," as applicable, under the Omnia Partners Public Sector Master Lease Agreement (together with any amendments, attachments and addenda thereto, the "Lease Agreement") identified above, between you and _____. All terms and conditions of the Lease Agreement are incorporated into this Schedule and made a part hereof. If we are not the lessor under the Lease Agreement, then, solely for purposes of this Schedule, we shall be deemed to be the lessor under the Lease Agreement. It is the intent of the parties that this Schedule be separately enforceable as a complete and independent agreement, independent of all other Schedules to the Lease Agreement.

CUSTOMER INFORMATION

WATERFORD, TOWN OF				Shea (Brandishea) Moses			
Customer (Bill To)				Billing Contact Name			
15 ROPE FERRY RD				15 ROPE FERRY RD			
Product Location Address				Billing address (if different from location address)			
WATERFORD	NEW LONDON	CT	06385-2886	WATERFORD	US	CT	06385-2886
City	Country	State	Zip	City	County	State	Zip
Billing Contact Telephone Number (860)860-4445			Billing Contact Facsimile Number		Billing Contact Email Address bmoses@waterfordct.org		

PRODUCT/EQUIPMENT DESCRIPTION ("Product")

Qty	Product Description: Make & Model	Street Address/City/State/Zip
1	RICOH IMC4500-RM CONFIGURABLE PTO MODEL	41 AVERY LN WATERFORD CT06385-2202 US
1	RICOH IM4000-RM CONFIGURABLE PTO MODEL	41 AVERY LN WATERFORD CT06385-2202 US
1	RICOH IM4000-RM CONFIGURABLE PTO MODEL	15 ROPE FERRY RD WATERFORD CT06385-2886 US
1	RICOH IM4000-RM CONFIGURABLE PTO MODEL	200 BOSTON POST RD WATERFORD CT06385-2819 US
1	RICOH IM4000-RM CONFIGURABLE PTO MODEL	15 ROPE FERRY RD WATERFORD CT06385-2886 US
1	RICOH IM4000-RM CONFIGURABLE PTO MODEL	204 BOSTON POST RD WATERFORD CT06385-2819 US
1	RICOH IM4000-RM CONFIGURABLE PTO MODEL	15 ROPE FERRY RD WATERFORD CT06385-2886 US
1	RICOH IM4000-RM CONFIGURABLE PTO MODEL	15 ROPE FERRY RD WATERFORD CT06385-2886 US
1	RICOH IM4000-RM CONFIGURABLE PTO MODEL	15 ROPE FERRY RD WATERFORD CT06385-2886 US
1	RICOH IM4000-RM CONFIGURABLE PTO MODEL	15 ROPE FERRY RD WATERFORD CT06385-2886 US
1	RICOH IM4000-RM CONFIGURABLE PTO MODEL	15 ROPE FERRY RD WATERFORD CT06385-2886 US
1	RICOH IM4000-RM CONFIGURABLE PTO MODEL	41 AVERY LN WATERFORD CT06385-2202 US

PAYMENT SCHEDULE

Minimum Term (months)	Minimum Payment (Without Tax)	Minimum Payment Billing Frequency	Advance Payment ☐ 1st Payment ☐ 1st & Last Payment ☐ Other _____
60	\$898.11	MONTHLY	

Guaranteed Minimum Images**	
Black/White	Color
0	0

Cost of Additional Images*	
Black/White	Color
0.0087	0.0066

Meter Reading/Billing Frequency
QUARTERLY

*Based upon Minimum Payment Billing Frequency

**Based upon standard 8 1/2" x 11" paper size. Paper sizes greater than 8 1/2" x 11" may count as more than one image.

RICOH

from, and shall indemnify, defend and hold Ricoh harmless from and against, any and all claims, liabilities, costs, expenses and fees arising from or relating to any breach of Customer's representations or obligations in this Authorization or of any obligation owing by Customer under its lease agreement.

CUSTOMER Signed by: _____ By: <u>X</u> <u>Shea (Brandishea) Davy</u> 98840184GD7D404 _____ Authorized Signer Signature Printed Name : <u>Shea (Brandishea) Davy</u> Title: <u>Purchasing Agent</u> Date: <u>8/20/2025</u> _____ _____		Accepted by: RICOH USA, INC. By: _____ _____ Authorized Signer Signature Printed Name : _____ Title: _____ Date: _____ _____ _____
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RICOH

State:	CT	Zip:	06385-2202	Fax/Email:	bmoses@waterfordct.org
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Make	Model	Serial Number
	MP4055SP	C320R900588 / C91220403

Customer Name:	WATERFORD, TOWN OF				
Contact Name:	Shea (Brandishea) Moses	Phone:	(860)860-4445		
Address:	24 ROPE FERRY RD	City:	WATERFORD		
State:	CT	Zip:	06385-2807	Fax/Email:	bmoses@waterfordct.org

Make	Model	Serial Number
	MP2555SPAD	C290R420403 / C91220394

Customer Name:	WATERFORD, TOWN OF				
Contact Name:	Shea (Brandishea) Moses	Phone:	(860)860-4445		
Address:	41 AVERY LN	City:	WATERFORD		
State:	CT	Zip:	06385-2202	Fax/Email:	bmoses@waterfordct.org

Make	Model	Serial Number
	MP2555SPAD	C290R120643 / C91220401

Customer Name:	WATERFORD, TOWN OF				
Contact Name:	Shea (Brandishea) Moses	Phone:	(860)860-4445		
Address:	15 ROPE FERRY RD	City:	WATERFORD		
State:	CT	Zip:	06385-2886	Fax/Email:	bmoses@waterfordct.org

Make	Model	Serial Number
	MP2555SPAD	C290R420440 / C91220397

Customer Name:	WATERFORD, TOWN OF				
Contact Name:	Shea (Brandishea) Moses	Phone:	(860)860-4445		
Address:	15 ROPE FERRY RD	City:	WATERFORD		
State:	CT	Zip:	06385-2886	Fax/Email:	bmoses@waterfordct.org

Make	Model	Serial Number
	MP2555SPAD	C290R220092 / C91220400

This Authorization applies to the equipment identified above and to the following Removal/Buy Out Option

This Authorization will confirm that Customer desires to engage Ricoh USA, Inc. ("Rico") to pick-up and remove certain items of equipment that are currently (i) owned by Customer or (ii) leased from Ricoh or other third party (as specified below), and that you intend to issue written or electronic removal requests (whether such equipment is identified in this Authorization, in a purchase order, in a letter or other written form) to Ricoh from time to time for such purpose. Such removal request will set forth the location, make, model and serial number of the equipment to be removed by Ricoh. By signing below, you confirm that, with respect to every removal request issued by Customer (1) Ricoh may rely on the request, (2) the request shall be governed by this Authorization, and (3) Ricoh may accept this Authorization by either its signature or by commencing performance (e.g. equipment removal, initiating Services, etc.). Each party agrees that electronic signatures of the parties on this Authorization will have the same force and effect as manual signature. Notwithstanding the foregoing, the parties acknowledge and agree that Ricoh shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by, in or on any item of equipment serviced by Ricoh, whether through a digital storage device, hard drive or similar electronic medium ("Data Management Services"). If desired, Customer may engage Ricoh to perform such Data Management Services at its then-current rates. Notwithstanding anything in this Authorization to the contrary, (i) Customer is responsible for ensuring its own compliance with legal requirements pertaining to data retention and protection, (ii) it is the Customer's sole responsibility to obtain advice of competent legal counsel as to the identification and interpretation of any relevant laws and regulatory requirements that may affect the customer's business or data retention, and any actions required to comply with such laws, (iii) Ricoh does not provide legal advice or represent or warrant that its services or products will guarantee or ensure compliance with any law, regulation or requirement, and (iv) the selection, use and design of any Data Management Services, and any and all decisions arising with respect to the deletion or storage of any data, as well as any loss of data resulting therefrom, shall be the sole responsibility of Customer, and Customer shall indemnify and hold harmless Ricoh and its subsidiaries, directors, officers, employees and agents from and against any and all costs, expenses, liabilities, claims, damages, losses, judgments or fees (including reasonable attorneys' fees) (collectively, "Losses") arising therefrom or related thereto.

Equipment Removal (Leased by Customer). In addition to the terms and conditions set forth above, the following terms and conditions shall apply for equipment removals of equipment leased by Customer: Except for the obligations of Ricoh to pick up and remove the identified equipment, Ricoh does not assume any obligation, payment or otherwise, under any lease agreement, which shall remain Customer's sole responsibility. As a material condition to the performance by Ricoh, Customer hereby releases Ricoh.

RICOH

EQUIPMENT REMOVAL/BUYOUT AUTHORIZATION

Customer Name:	WATERFORD, TOWN OF			Phone:	(860)860-4445
Contact Name:	Shea (Brandishea) Moses			City:	WATERFORD
Address:	15 ROPE FERRY RD			Fax/Email:	bmoses@waterfordct.org
State:	CT	Zip:	06385-2886		

Make	Model	Serial Number
	MP2555SPAD	C290R520065 / C91220398

Customer Name:	WATERFORD, TOWN OF			Phone:	(860)860-4445
Contact Name:	Shea (Brandishea) Moses			City:	WATERFORD
Address:	24 ROPE FERRY RD			Fax/Email:	bmoses@waterfordct.org
State:	CT	Zip:	06385-2807		

Make	Model	Serial Number
	MP2555SPAD	C290R220155 / C91220402

Customer Name:	WATERFORD, TOWN OF			Phone:	(860)860-4445
Contact Name:	Shea (Brandishea) Moses			City:	WATERFORD
Address:	204 BOSTON POST RD			Fax/Email:	bmoses@waterfordct.org
State:	CT	Zip:	06385-2819		

Make	Model	Serial Number
	MP2555SPAD	C290R420271 / C91220395

Customer Name:	WATERFORD, TOWN OF			Phone:	(860)860-4445
Contact Name:	Shea (Brandishea) Moses			City:	WATERFORD
Address:	15 ROPE FERRY RD			Fax/Email:	bmoses@waterfordct.org
State:	CT	Zip:	06385-2886		

Make	Model	Serial Number
	MP3055SPAD	C300R520017 / C91220406

Customer Name:	WATERFORD, TOWN OF			Phone:	(860)860-4445
Contact Name:	Shea (Brandishea) Moses			City:	WATERFORD
Address:	15 ROPE FERRY RD			Fax/Email:	bmoses@waterfordct.org
State:	CT	Zip:	06385-2886		

Make	Model	Serial Number
	MP2555SPAD	C290R520099 / C91220396

Customer Name:	WATERFORD, TOWN OF			Phone:	(860)860-4445
Contact Name:	Shea (Brandishea) Moses			City:	WATERFORD
Address:	15 ROPE FERRY RD			Fax/Email:	bmoses@waterfordct.org
State:	CT	Zip:	06385-2886		

Make	Model	Serial Number
	IMC2500	3090R201055 / C91222590

Customer Name:	WATERFORD, TOWN OF			Phone:	(860)860-4445
Contact Name:	Shea (Brandishea) Moses			City:	WATERFORD
Address:	41 AVERY LN				

1. **Identifikasi Masalah:** Menentukan masalah yang akan diteliti, seperti "Pengaruh Penggunaan Media Sosial terhadap Perilaku Konsumen".
 2. **Penyusunan Hipotesis:** Merumuskan dugaan sementara tentang hasil penelitian, misalnya "Penggunaan media sosial berpengaruh positif terhadap perilaku konsumen".
 3. **Penentuan Metode Penelitian:** Memilih pendekatan penelitian yang sesuai, seperti kuantitatif, kualitatif, atau campuran.
 4. **Penentuan Sampel dan Teknik Pengambilan Sampel:** Menentukan subjek penelitian dan cara memilihnya, seperti acak atau purposive.
 5. **Penyusunan Instrumen Penelitian:** Membuat alat ukur atau pertanyaan yang valid dan reliabel.
 6. **Pengumpulan Data:** Melakukan pengumpulan data sesuai dengan metode yang telah ditentukan.
 7. **Analisis Data:** Melakukan pengolahan data menggunakan teknik statistik atau analisis kualitatif.
 8. **Interpretasi Hasil:** Menafsirkan hasil analisis data untuk menjawab pertanyaan penelitian.
 9. **Penyusunan Kesimpulan:** Menyimpulkan temuan penelitian dan implikasinya.
 10. **Penyusunan Laporan:** Menuliskan seluruh proses dan hasil penelitian dalam bentuk laporan tertulis.

[illegible][illegible]

PRODUCT AND PROFESSIONAL CERTIFICATE OF GRANT

QUALITY ASSURANCE

TO ensure the most timely response, please call 1-888-278-4566.

4. The fourth part of the document discusses the implications of the results and the potential applications of the findings. It highlights the significance of the study and the need for further research in this area.

5. The fifth part of the document provides a conclusion and summarizes the key points of the study. It also includes a list of references and a bibliography.

6. The sixth part of the document contains a list of appendices and supplementary materials, including raw data, additional analyses, and supporting documents.

7. The seventh part of the document is a glossary of terms and definitions, providing clarity on the terminology used throughout the study.

8. The eighth part of the document is a list of acknowledgments, thanking the individuals and organizations that provided support and assistance during the course of the study.

9. The ninth part of the document is a list of references, citing the sources of information used in the study.

10. The tenth part of the document is a list of appendices, providing additional information and data related to the study.

Page 1 of 1
10/5/2020

4. Additional Provisions (if any) are:

THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER	Accepted by: RICOH USA, INC.
By: ☒ <u>Robert Brule</u> Authorized Signer Signature	By: ☒ _____ Authorized Signer Signature
Printed Name: <u>Robert Brule</u>	Printed Name: _____
Title: <u>First Selectman</u> Date: <u>10/10/20</u>	Title: _____ Date: _____



Guaranteed Minimum Images**	
Black/White	Color
0	0

Cost of Additional Images*	
Black/White	Color
0.0070	0.052

Meter Reading/Billing Frequency
☐ Monthly
☒ Quarterly
☐ Other: _____

* Based upon Minimum Payment Billing Frequency

** Based upon standard 8 1/4" x 11" paper size. Paper sizes greater than 8 1/4" x 11" may count as more than one image.

Sales Tax Exempt: ☒ YES (Attach Exemption Certificate) Customer Billing Reference Number (P.O. #, etc.)

Addendum(s) attached: ☐ YES (check if yes and indicate total number of pages: _____)

TERMS AND CONDITIONS

- The first Payment will be due on the Effective Date. If the Lease Agreement uses the terms "Lease Payment" and "Commencement Date" rather than "Payment" and "Effective Date," then, for purposes of this Schedule, the term "Payment" shall have the same meaning as "Lease Payment," and the term "Effective Date" shall have the same meaning as "Commencement Date." If the term of this Schedule (including any extension or renewal of this Schedule) exceeds twelve (12) months, each of the Minimum Payment and the Cost of Additional Images, at Ricoh's option, may be increased on each one-year anniversary of the Effective Date by an amount equal to 0% of such Minimum Payment or Cost of Additional Images, as applicable, immediately prior to such increase (but not to exceed the maximum amount allowed by applicable law).
- You, the undersigned Customer, have applied to us to use the above-described Product for lawful commercial (non-consumer) purposes. **THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ABOVE,** except as otherwise provided in any non-appropriation provision of the Lease Agreement, if applicable. If we accept this Schedule, you agree to use the above Product on all the terms hereof, including the terms and conditions on the Lease Agreement. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE LEASE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE LEASE AGREEMENT.** You acknowledge and agree that the Ricoh service commitments included on the "Image Management Commitments" page attached to this Schedule (collectively, the "Commitments") are separate and independent obligations of Ricoh USA, Inc. ("Ricoh") governed solely by the terms set forth on such page. If we assign this Schedule in accordance with the Lease Agreement, the Commitments do not represent obligations of any assignee and are not incorporated herein by reference. You agree that Ricoh alone is the party to provide all such services and is directly responsible to you for all of the Commitments. We are or, if we assign this Schedule in accordance with the Lease Agreement, our assignee will be, the party responsible for financing and billing this Schedule, including, but not limited to, the portion of your payments under this Schedule that reflects consideration owing to Ricoh in respect of its performance of the Commitments. Accordingly, you expressly agree that Ricoh is an intended party beneficiary of your payment obligations hereunder, even if this Schedule is assigned by us in accordance with the Lease Agreement.
- Image Charges/Meters:** In return for the Minimum Payment, you are entitled to use the number of Guaranteed Minimum Images as specified in the Payment Schedule of this Schedule. The Meter Reading/Billing Frequency is the period of time (monthly, quarterly, etc.) for which the number of images used will be reconciled. If you use more than the Guaranteed Minimum Images during the selected Meter Reading/Billing Frequency period, you will pay additional charges at the applicable Cost of Additional Images as specified in the Payment Schedule of this Schedule for images, black and white and/or color, which exceed the Guaranteed Minimum Images ("Additional Images"). The charge for Additional Images is calculated by multiplying the number of Additional Images by the applicable Cost of Additional Images. The Meter Reading/Billing Frequency may be different than the Minimum Payment Billing Frequency as specified in the Payment Schedule of this Schedule. You will provide us or our designee with the actual meter reading(s) by submitting meter reads electronically via an automated meter read program, or in any other reasonable manner requested by us or our designee from time to time. If such meter reading is not received within seven (7) days of either the end of the Meter Reading/Billing Frequency period or at our request, we may estimate the number of images used. Adjustments for estimated charges for Additional Images will be made upon receipt of actual meter reading(s). Notwithstanding any adjustment, you will never pay less than the Minimum Payment.



RICOH

Ricoh USA, Inc.
300 Eagleview Blvd
Suite 200
Exton, PA 19341

Image Management Product Schedule

Product Schedule Number:

Master Lease Agreement Number: _____

This Product Schedule (this "Schedule") is between Ricoh USA, Inc. ("we" or "us") and TOWN OF WATERFORD, as customer or lessee ("Customer" or "you"). This Schedule constitutes a "Schedule," "Product Schedule," or "Order Agreement," as applicable, under the US COMMUNITIES MASTER LEASE AGREEMENT (together with any amendments, attachments and addenda thereto, the "Lease Agreement") identified above, between you and _____.

All terms and conditions of the Lease Agreement are incorporated into this Schedule and made a part hereof. If we are not the lessor under the Lease Agreement, then, solely for purposes of this Schedule, we shall be deemed to be the lessor under the Lease Agreement. It is the intent of the parties that this Schedule be separately enforceable as a complete and independent agreement, independent of all other Schedules to the Lease Agreement.

CUSTOMER INFORMATION

TOWN OF WATERFORD				Kim Allen			
Customer (Bill To)				Billing Contact Name			
15 ROPE FERRY RD				15 ROPE FERRY RD			
Product Location Address				Billing Address (if different from location address)			
WATERFORD	NEW LONDON	CT	06385-2886	WATERFORD	NEW LONDON	CT	06385-2886
City	County	State	Zip	City	County	State	Zip
Billing Contact Telephone Number			Billing Contact Facsimile Number		Billing Contact E-Mail Address		
					kallen@waterfordct.org		

PRODUCT/EQUIPMENT DESCRIPTION ("Product")

Qty	Product Description: Make & Model	Street Address/City/State/Zip
1	RICOH MP2555SP AD (ARDF) CONFIGURABLE PTO MODEL	15 ROPE FERRY RD, WATERFORD, CT, 06385-2886, US
1	RICOH MP2555SP AD (ARDF) CONFIGURABLE PTO MODEL	24 ROPE FERRY RD, WATERFORD, CT, 06385-2807, US
1	RICOH MP2555SP AD (ARDF) CONFIGURABLE PTO MODEL	15 ROPE FERRY RD, WATERFORD, CT, 06385-2886, US
1	RICOH MP2555SP AD (ARDF) CONFIGURABLE PTO MODEL	15 ROPE FERRY RD, WATERFORD, CT, 06385-2886, US
1	RICOH MP2555SP AD (ARDF) CONFIGURABLE PTO MODEL	41 AVERY LN, WATERFORD, CT, 06385-2202, US
1	RICOH MP2555SP AD (ARDF) CONFIGURABLE PTO MODEL	204 BOSTON POST RD, WATERFORD, CT, 06385-2819, US
1	RICOH MP2555SP AD (ARDF) CONFIGURABLE PTO MODEL	200 BOSTON POST RD, WATERFORD, CT, 06385-2819, US
1	RICOH MP3055SP AD (ARDF) CONFIGURABLE PTO MODEL	15 ROPE FERRY RD, WATERFORD, CT, 06385-2886, US
1	RICOH MP4055SP CONFIGURABLE PTO MODEL	41 AVERY LN, WATERFORD, CT, 06385-2202, US
1	RICOH IMC2500 CONFIGURABLE PTO MODEL	15 ROPE FERRY RD, WATERFORD, CT, 06385-2886, US
1	RICOH MP2555SP AD (ARDF) CONFIGURABLE PTO MODEL	15 ROPE FERRY RD, WATERFORD, CT, 06385-2886, US

PAYMENT SCHEDULE

Minimum Term (months)	Minimum Payment (Without Tax)	Minimum Payment Billing Frequency	Advance Payment
60	\$971.58	☒ Monthly ☐ Quarterly ☐ Other: _____	☐ 1 st Payment ☐ 1 st & Last Payment ☐ Other: _____



Invoice # 105556236 10/31/2021

Line Item	Regular lease Charges	Department
10122-52040	\$77.23	Emergency Management
10130-52040	\$102.54	Zoning
10145-52040	\$77.23	HR
10135-52040	\$38.62	Senior Services
10137-52040	\$38.61	Rec and Parks
101-21039	\$91.51	Town Clerk
10129-52040	\$77.23	Police Department
10106-52040	\$77.23	Tax Collector
10119-52040	\$77.23	Youth Services
10101-52040	\$77.23	Selectman
10129-52040	\$112.44	Police Department
10129-52040	\$138.76	Police Records
10129-52040	\$985.86	

[Signature]
10/31/2021
Page #2

Inv# 105556236
RIGOR USA INC
10/31/2021 # Pages 3
\$ 985.86
FP3 D0C635033

COLOR COPIER CHARGES
by month (July 24-June 25)
(Total cost = number of copies x \$0.05)

ACCT #	DEPARTMENT	DATE	NUMBER OF COPIES	ORG	OBJECT	TOTAL
	Selectman's Office	Jul-24	250	10101	52040	\$ 12.50
	Selectman's Office	Aug-24	531	10101	52040	\$ 26.55
	Selectman's Office	Sep-24	212	10101	52040	\$ 10.60
	Selectman's Office	Oct-24	248	10101	52040	\$ 12.40
	Selectman's Office	Nov-24	207	10101	52040	\$ 10.35
	Selectman's Office	Dec-24		10101	52040	\$ -
	Selectman's Office	Jan-25	193	10101	52040	\$ 9.65
	Selectman's Office	Feb-25	250	10101	52040	\$ 12.50
	Selectman's Office	Mar-25		10101	52040	\$ -
	Selectman's Office	Apr-25		10101	52040	\$ -
	Selectman's Office	May-25	319	10101	52040	\$ 15.95
	Selectman's Office	Jun-25	189	10101	52040	\$ 9.45

TOTAL COPIES/CHARGES:

2399

\$ 119.95

10101-52040

**SERVICE CONT. &
REPAIRS**

FY2025

Board of Selectmen

Performance & Termination

- Ongoing feedback from the First Selectman or designee is expected and requested
- If deficiencies arise, DPSS will propose a remediation plan
- Either party may terminate the agreement; if under 5 hours of DPSS staff time is used, a 50% refund will apply

Confidentiality & Insurance

- DPSS will collaborate with the Town on confidentiality preferences and recognizes open records (FOIA) requirements.
- DPSS maintains E&O liability insurance and can provide a certificate upon request

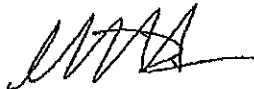
Disclaimers

- DPSS does not provide legal or regulatory compliance advice. With the consent of Waterford, we may refer the Town to specialized professionals as needed
- This proposal excludes consulting services directly related to Waterford's role in the State Radiological Emergency Response Plan

Acceptance

We appreciate the opportunity to partner with the Town of Waterford. We are confident that our experience, approach, and values align with your goals. Please contact me to discuss any proposed changes to this proposal. Alternatively, a signature line is included if you wish to proceed as outlined.

Respectfully submitted:



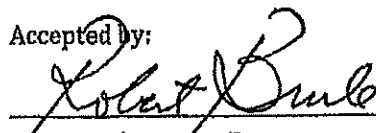
10/21/2025

Greg H. Priest

| Date

Diversified Public Safety Solutions, LLC.

Accepted by:



10/24/25

Title: FIRST SELECTMAN | Date

For the Town of Waterford

Each engagement begins with collaborative scope development, followed by regular reporting, progress tracking, and opportunities to expand or conclude services at the client's discretion. Our team includes the principal consultant, supplemented by advisors and associates in active leadership roles across the public safety sectors, ensuring high-level insight and credibility throughout the process.

Background: Town of Waterford

In 2019, Waterford consolidated its independent fire companies under the Waterford Fire Department (WFD), led by a Director of Fire Services (DFS). While this centralization improved coordination, recent leadership transitions—especially the retirement of the DFS, a period of time absent a DFS, and now a newly seated DFS—surfaced structural questions and stakeholder concerns.

Notably, prior to the incumbent holding the role, the position of DFS had come to be referred to as 'Fire Chief,' perhaps contributing to role confusion. Additionally, several fire companies lacked a designated chief, and volunteer engagement was reportedly in decline. Recognizing these dynamics, the First Selectman opted not to proceed with hiring a DFS under the former model and instead initiated a change of job description to more accurately reflect the desires of the Town and scope of the position. The incumbent operates under the new scope and role but the position's current parameters remain relatively new.

Concurrently with the newer DFS job description and seating the incumbent, the Fire Services Review Committee, specifically the Ad Hoc Building Committee on the Oswegatchie Station, has been discussing the progress of rebuilding the fire station. Additionally, the RTM recently authorized additional staffing. With all these evolving factors in mind and more, Waterford is in a transitional period. The time is ripe to thoughtfully assess current conditions, clarify future direction, and foster open communication. A third-party consultant was identified as an excellent option to provide direct insight and advice to senior Town leadership, facilitating this process.

DPSS Proposal Summary

DPSS proposes to provide impartial analysis, facilitate stakeholder engagement, and support the Town in identifying sustainable leadership and operational strategies. Our role includes:

- Assessing organizational structure, training, safety, and service delivery
- Serving as a facilitator to gather input and foster collaboration
- Offering coaching to current and potential leaders
- Presenting data-informed recommendations and multiple options for progress

DPSS's role is not to impose or suggest radical change, but to guide a respectful, inclusive process that builds on existing strengths.

Guiding Principles

- Ensure responder and community safety
- Support and strengthen the volunteer system
- Acknowledge current pressures and constraints not just locally to Waterford but statewide on the public safety disciplines
- Prioritize transparency, honesty, and impartiality
- Foster collaboration and shared vision
- Base recommendations on data, realistic projections, innovation, and lived experiences

Proposed Phase 1 Scope of Work

Consultant: Greg Priest, MPA (sole consultant for Phase 1)

Initial Activities:

- Coordination meeting with the First Selectman and any key stakeholders to define:
 - Scope and goals of Phase 1
 - Engagement pace and schedule
 - Deliverables and performance expectations

Phase 1 Focus Areas:

- Stakeholder interviews and leadership coaching
- Safety assessment of response and operational conditions*
- Assessment of the station replacement committee and recommendations
 - Assessment of response time metrics
- Evaluation of WFD structure and leadership roles
- Analysis and feedback on current or proposed job descriptions

Note: These are not formal compliance audits; refer to disclaimers.

Deliverables & Timeline*

- ~Oct 20, 2025: Coordination Meeting -Clarify Scope of Work, Define Deliverables expected, Timeline
- ~Nov 1, 2025: Finalized Scope of Work, Deliverables, Timeline
- ~Nov 1, 2025: Phase 1 Implementation Begins
- **TBD** Completion of Phase 1, not to extend past June 30, 2026

Budget & Payment Terms

- Proposed Project Cost for Phase 1: **\$1500.00**
- Payment Due: Within 30 days of the invoice
- Payment Methods: Check or ACH, QuickBooks invoice with credit card payment option



Diversified Public Safety Solutions, LLC
705 West Road
Salem, CT 06420
(860) 989-3413
Greg.Priest@dpsss.com

Project Proposal & Quote:

"Public Safety Advisement & Coaching for the Town of Waterford"

Overview

Diversified Public Safety Solutions, LLC (DPSS) is pleased to submit this proposal for consulting services to support the Town of Waterford through a comprehensive public safety assessment, advisement, and coaching process. Our services are designed to collect critical information, advise Town leadership on the structure and strategic direction of the Waterford Fire Department (WFD), advise Town leadership on other public safety-related matters, and provide tailored coaching and guidance as needed throughout the engagement.

Company Background & Philosophy

DPSS, founded in 2024, is a sole proprietorship owned by Greg Priest, MPA—a public safety professional with over 30 years of experience. Unlike traditional consulting firms, DPSS is built on a foundation of practical, in-the-field expertise and a commitment to collaborative, flexible, and cost-effective solutions. Our approach is rooted in ethical leadership, impartial advisement, and innovative problem-solving.

DPSS was created to fill a gap in public safety consulting—offering expert insight without the high overhead costs and rigid formats typical of larger firms. Each engagement is tailored to the client's unique needs, recognizing that public safety challenges are nuanced and often require adaptive, context-specific strategies.

Approach

For this project, DPSS proposes to utilize a phase-based, hourly-rate model. This flexible approach allows clients to define the scope and scale of work incrementally, optimizing budget control and allowing for continuous reassessment and refinement.

Ernesta Krukauskaitė

From: Shannon Withey
Sent: Tuesday, July 22, 2025 12:15 PM
To: Katie Freeman
Cc: Ernesta Krukauskaitė
Subject: RE: Foley Invoice May 2025

Please use professional fees, 10101-52030

Thank you

Shannon Withey
EXECUTIVE ASSISTANT
To the First Selectman
Waterford Town Hall
15 Rope Ferry Road
Waterford, CT 06385
swithey@waterfordct.org
Phone: 860-444-5834
Fax: 860-444-0273



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

From: Katie Freeman <kfreeman@waterfordct.org>
Sent: Tuesday, July 22, 2025 11:38 AM
To: Eileen Sullivan <esullivan@waterfordct.org>; Shannon Withey <swithey@waterfordct.org>; Ernesta Krukauskaitė <ekrukauskaitė@waterfordct.org>
Subject: Foley Invoice May 2025

Good Morning,

Please see attached for the latest Foley Invoice for background checks from May 2025, breakdown below. Please let Ernesta know which line to draw payment from.

Eileen, Foley double charged us for Anthony Stone so please disregard his payment on this bill. I have been in touch with Foley to clear this up.

Rec & Park:
A Casper: \$41.12

FOLEY

Foley Carrier Services, LLC
PO Box 8549
Carol Stream, IL 60197-8549

Invoice: INV00000001584057
Date 5/31/2025

Bill To:

Town of Waterford
Christine Walters
15 Rope Ferry Rd
Waterford, CT 06385
US

Ship To:

Town of Waterford
Christine Walters
15 Rope Ferry Rd
Waterford, CT 06385
US

WATERFORD, CT 06385
US

PURCHASE ORDER NO.	CUSTOMER ID	SALESPERSON ID	SHIPPING METHOD	PAYMENT TERMS	REQ SHIP DATE
	0000020855		NOT APPLICABLE	NET 28	5/27/2025

ITEM CODE	DESCRIPTION	U OF M	QUANTITY	UNIT PRICE	MARK DOWN	EXT PRICE
FS-S-01577	Background Check	ea	1	\$41.12		
	Alexander Casper SSN: XXX-XX-XXXX Ordered: 5/2 2/25 Order #: 1295869				\$0.00	\$41.12
FS-S-01577	Background Check	ea	1	\$41.12		
	Anthony Stone SSN: XXX-XX-XXXX Ordered: 5/19/2 5 Order #: 1293440				\$0.00	\$41.12
FS-S-01577	Background Check	ea	1	\$41.12		
	Meghan Steinhaus SSN: XXX-XX-XXXX Ordered: 5/1 9/25 Order #: 1293266				\$0.00	\$41.12

Comments:

Comments:

Sub Total: \$123.36
Miscellaneous: \$0.00
Tax: \$0.00
Freight: \$0.00
Trade Discount: \$0.00
Total: \$123.36
Amount Due: \$123.36

Ernesta Krukauskaitė

#425

From: Katie Freeman
Sent: Tuesday, July 22, 2025 11:38 AM
To: Eileen Sullivan; Shannon Withey; Ernesta Krukauskaitė
Subject: Foley Invoice May 2025
Attachments: Foley Invoice May 2025.pdf

✓ #1388

Good Morning,

Please see attached for the latest Foley invoice for background checks from May 2025, breakdown below. Please let Ernesta know which line to draw payment from.

Eileen, Foley double charged us for Anthony Stone so please disregard his payment on this bill. I have been in touch with Foley to clear this up.

Rec & Park:
A Casper: \$41.12
Total: \$41.12

> 10134 - 52040

First Selectman's Office:
M Steinhilber: \$41.12
Total: \$41.12

> 10101 - 52030

Thank you!

Katie Freeman
Human Resources Assistant
Town of Waterford
15 Rope Ferry Road Waterford, CT 06385
860-444-5832

Inv# INV00000001584057 \$ 82.24
FOLEY CARRIER SERVICES, LLC
05/31/2025 # Pages 1 FP1 D0C170S175



BOARD OF SELECTMEN
Professional Fees July24-June25

ORG	OBJECT	DESCRIPTION	YEAR	EFF DATE	POST DATE	SRC	AMOUNT	VDR NAME/ITEM	DESC	COMMENTS
10101	52030	PROFESSIONAL	2025	06/30/2025	07/28/2025	API	41.12	FOLEY CARRIER SERVICES	BACKGROUND CHECKS	
							<u>\$41.12</u>			

10101-52030
PROFESSIONAL FEES
FY2025

Board of Selectmen

BOARD OF SELECTMEN

Metered Mail July 24-June 25

ORG	OBJECT	DESCRIPTION	YEAR	EFF DATE	POST DATE	SRC	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
10101	52020	POSTAGE	2025	06/30/2025	07/09/2025	GEN	\$1.38		JUNE25 METERED MAIL
10101	52020	POSTAGE	2025	05/31/2025	06/02/2025	GEN	\$1.77		MAY25 METERED MAIL
10101	52020	POSTAGE	2025	04/30/2025	05/08/2025	GEN	\$0.69		APR25 METERED MAIL
10101	52020	POSTAGE	2025	02/28/2025	03/11/2025	GEN	\$12.39		FEB25 METERED MAIL
10101	52020	POSTAGE	2025	01/31/2025	02/05/2025	GEN	\$2.07		JAN25 METERED MAIL
10101	52020	POSTAGE	2025	12/31/2024	01/13/2025	GEN	\$85.56		DEC24 METERED MAIL
10101	52020	POSTAGE	2025	11/30/2024	12/05/2024	GEN	\$1.38		NOV24 METERED MAIL
10101	52020	POSTAGE	2025	10/31/2024	11/06/2024	GEN	\$1.38		OCT24 METERED MAIL
							<u>\$106.62</u>		

10101-52020

POSTAGE

FY2025

Board of Selectmen

ORG	OBJECT	DESCRIPTION	YEAR	EFF DATE	POST DATE	SRC	AMOUNT	VDR NAME/ITEM	DESC	COMMENTS
101001	52020	POSTAGE	2026	08/31/2025	09/09/2025	GEN	11.69			AUG25 METERED MAIL
101001	52020	POSTAGE	2026	07/31/2025	08/07/2025	GEN	0.69			JULY25 METERED MAIL

ORG	OBJECT	DESCRIPTION	YEAR	EFF DATE	POST DATE	SRC	AMOUNT	VDR NAME/ITEM	DESC	COMMENTS
10101	52030	PROFESSIONAL	2025	06/30/2025	07/28/2025	API	41.12	FOLEY CARRIER SERVICES	BACKGROUND CHECKS	
							41.12			

ORG	OBJECT	DESCRIPTION	YEAR	EFF DATE	POST DATE	SRC	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
10101	52040	SERVICE CONT.	2026	10/24/2025	10/23/2025	API	103.49	RICOH USA INC	FY26 copier Charges per Dept
10101	52040	SERVICE CONT.	2026	09/26/2025	09/25/2025	API	77.23	RICOH USA INC	FY26 copier Charges per Dept
10101	52040	SERVICE CONT.	2026	08/31/2025	09/09/2025	GRV	43.20		reverse -posted twice (JE 281
10101	52040	SERVICE CONT.	2026	08/31/2025	09/09/2025	GEN	43.20		COLOR COPY CHARGES 073125
10101	52040	SERVICE CONT.	2026	08/31/2025	09/09/2025	GEN	0.10		COLOR COPY CHARGES AUGUST
10101	52040	SERVICE CONT.	2026	08/31/2025	09/09/2025	GEN	43.20		COLOR COPY CHARGES 073125
10101	52040	SERVICE CONT.	2026	08/15/2025	08/13/2025	API	77.23	RICOH USA INC	FY26 copier Charges per Dept
10101	52040	SERVICE CONT.	2026	07/18/2025	07/16/2025	API	232.97	RICOH USA INC	FY26 copier Charges per Dept
							534.22		

ORG	OBJECT	DESCRIPTION	YEAR	EFF DATE	POST DATE	SRC	AMOUNT	VDR NAME/ITEM	DESC	COMMENTS
10101	52050	DUES CONFERR	2025	12/04/2024	01/02/2025	API	250.00	JP MORGAN CHASE BANK	DECEMBER 2024 STATEMENT	
10101	52050	DUES CONFERR	2025	11/04/2024	12/10/2024	API	25.00	JP MORGAN CHASE BANK	NOVEMBER 2024 STATEMENT	
							275.00			

ORG	OBJECT	DESCRIPTION	YEAR	EFF DATE	POST DATE	SRC	AMOUNT	VDR NAME/ITEM	DESC	COMMENTS
10101	52080	TELEPHONE	2026	11/07/2025		API	43.40	T-MOBILE USA, INC.		FY26 T-Mobile-Town Phones
10101	52080	TELEPHONE	2026	10/10/2025	10/08/2025	API	43.39	T-MOBILE USA, INC.		FY26 T-Mobile-Town Phones
10101	52080	TELEPHONE	2026	09/12/2025	09/11/2025	API	43.39	T-MOBILE USA, INC.		FY26 T-Mobile-Town Phones
10101	52080	TELEPHONE	2026	08/15/2025	08/13/2025	API	43.39	T-MOBILE USA, INC.		FY26 T-Mobile-Town Phones
							173.57			

ORG	OBJECT	DESCRIPTION	YEAR	EFF DATE	POST DATE	SRC	AMOUNT	VDR NAME/ITEM	DESC	COMMENTS
10101	53020	OTHER SUPPLY	2026	10/24/2025	10/24/2025	APM	-119.99	U.S. BANK NATIONAL AS	4484 7345 5003 9342	
10101	53020	OTHER SUPPLY	2026	09/25/2025	10/16/2025	API	197.25	U.S. BANK NATIONAL AS	4484 7345 5003 9342	
10101	53020	OTHER SUPPLY	2026	09/25/2025	09/25/2025	API	195.00	SHORELINE FLORIST LLC	G WHITE	
10101	53020	OTHER SUPPLY	2026	08/25/2025	09/11/2025	API	2.06	U.S. BANK NATIONAL AS	4484 7345 5003 9342	
10101	53020	OTHER SUPPLY	2026	08/25/2025	09/11/2025	API	120.12	U.S. BANK NATIONAL AS	4484 7345 5003 9342	
10101	53020	OTHER SUPPLY	2026	08/29/2025	08/28/2025	API	50.00	SAFE FUTURES INC	PAINTED TILE	
10101	53020	OTHER SUPPLY	2026	08/29/2025	08/28/2025	API	13.98	AMAZON CAPITAL SERV	SUPPLIES	
10101	53020	OTHER SUPPLY	2026	07/25/2025	08/14/2025	API	42.71	U.S. BANK NATIONAL AS	4484 7345 5003 9342	
10101	53020	OTHER SUPPLY	2026	07/31/2025	08/11/2025	GRV	14.88		FY25 REIMBURSE PERSONAL CHAI	
10101	53020	OTHER SUPPLY	2026	07/29/2025	08/08/2025	GCR	-44.88		FIRST SELECTMAN 072825 CLK#156	
							501.13			

ORG	OBJECT	DESCRIPTION	YEAR	EFF DATE	POST DATE	SRC	AMOUNT	VDR NAME/ITEM	DESC	COMMENTS
10101	53090	FUELS AND LUB	2026	09/30/2025	10/15/2025	GEN	148.57			SEPT25 FUEL USAGE REPORT
10101	53090	FUELS AND LUB	2026	08/31/2025	09/03/2025	GEN	107.41			AUG25 FUEL USAGE REPORT
10101	53090	FUELS AND LUB	2026	07/31/2025	08/05/2025	GEN	98.32			JULY25 FUEL USAGE REPORT
							354.30			

354 30

10101-53020

OTHER SUPPLIES

FY2025

Board of Selectmen

BOARD OF SELECTMEN

ORG	OBJECT	DESCRIPTION	YEAR	EFF DATE	POST DATE	SRC	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
10101	53020	OTHER SUPPLIES	2025	06/30/2025	08/11/2025	GEN	-\$14.88		FY25 REIMBURSE PERSONAL CHARGE
10101	53020	OTHER SUPPLIES	2025	06/25/2025	07/14/2025	API	\$444.10	U.S. BANK NATIONAL ASSOCIATION	4484 7345 5003 9342
10101	53020	OTHER SUPPLIES	2025	05/26/2025	06/11/2025	API	\$112.71	U.S. BANK NATIONAL ASSOCIATION	4484 7345 5003 9342
10101	53020	OTHER SUPPLIES	2025	05/23/2025	05/22/2025	API	\$100.00	SAFE FUTURES INC	SAFET FUTURES LIGHT THE WAY BR
10101	53020	OTHER SUPPLIES	2025	04/25/2025	05/09/2025	API	\$1.00	U.S. BANK NATIONAL ASSOCIATION	4484 7345 5003 9342
10101	53020	OTHER SUPPLIES	2025	03/25/2025	04/10/2025	API	\$1.00	U.S. BANK NATIONAL ASSOCIATION	MARCH STATEMENT
10101	53020	OTHER SUPPLIES	2025	02/25/2025	03/12/2025	API	\$165.76	U.S. BANK NATIONAL ASSOCIATION	FEBRUARY 2025 STATEMENT
10101	53020	OTHER SUPPLIES	2025	02/04/2025	03/05/2025	API	\$117.72	JP MORGAN CHASE BANK NA	FEBRUARY 2025 STATEMENT
10101	53020	OTHER SUPPLIES	2025	01/04/2025	02/03/2025	API	\$51.15	JP MORGAN CHASE BANK NA	JANUARY 2025 STATEMENT
10101	53020	OTHER SUPPLIES	2025	12/04/2024	01/02/2025	API	\$117.69	JP MORGAN CHASE BANK NA	DECEMBER 2024 STATEMENT
10101	53020	OTHER SUPPLIES	2025	12/20/2024	12/19/2024	API	\$91.87	CENTRAL PAPER COMPANY INC.	SUPPLIES
10101	53020	OTHER SUPPLIES	2025	11/04/2024	12/10/2024	API	\$1.00	JP MORGAN CHASE BANK NA	NOVEMBER 2024 STATEMENT
10101	53020	OTHER SUPPLIES	2025	10/04/2024	11/01/2024	API	\$120.99	JP MORGAN CHASE BANK NA	OCTOBER 2024 STATEMENT
10101	53020	OTHER SUPPLIES	2025	09/04/2024	10/01/2024	API	\$252.61	JP MORGAN CHASE BANK NA	SEPTEMBER 2024 STATEMENT
10101	53020	OTHER SUPPLIES	2025	09/13/2024	09/12/2024	API	\$14.57	W.B. MASON CO., INC	SUPPLIES
10101	53020	OTHER SUPPLIES	2025	08/04/2024	09/04/2024	API	\$1.00	JP MORGAN CHASE BANK NA	AUGUST 2024 STATEMENT
10101	53020	OTHER SUPPLIES	2025	08/30/2024	08/29/2024	API	\$10.55	W.B. MASON CO., INC	LABELS
							<u>\$1,588.84</u>		



Cardholder Activity

Name: ROBERT BRULE		Account Number: **2600		Cycle End Date: 06/25/2025	
Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
06/01/2025 06/02/2025	BIG Y 61 GROTON GROTON, CT	\$40.38 \$40.38	USD 10101-S3020	40.38	
06/09/2025 06/09/2025	APPLE.COMBELL, 866-712-7793, CA	\$21.25 \$21.25	USD 10101-S3020	21.25	
06/10/2025 06/11/2025	BJS WHOLESALE #0084 WATERFORD, CT	\$367.58 \$367.58	USD 10101-S3020	367.58	
06/10/2025 06/12/2025	STOP & SHOP 0857 WATERFORD, CT	\$14.86 \$14.86	USD 10101-S3020	14.86	

Activity Totals:
\$444.10

Purchases
\$444.10

Payments
\$0.00

Cardholder Name:

Signature:

Supervisor Name:

Signature:

STOP & SHOP

117 BOSTON POST ROAD
WATERFORD, CT 06388
Store Telephone: (860) 444-6772
Pharmacy Telephone: (860) 442-6698
Store #667 06/10/28 04:39pm

FLORAL SHOP
PRETTY IN PINK 13.99 T
TAX 0.89
**** BALANCE 14.88

Payment Type: VISA CREDIT
CITP Purchase

Card: *****2600
Payment Amt: \$14.88
BALANCE: \$
MID: 80000000031010
AUTH: 0023953 RC800 06/10/28 04:39pm

VISA
CHANGE 14.88
TOTAL NUMBER OF ITEMS SOLD 1
06/10/28 04:39pm 667 416 161 880016

www.StopAndShop.com
Thank you for shopping STOP & SHOP
Wendy Mitchell, Store Manager
SELF-CHECKOUT, Your Cashier

Sign up at the Service Center for a
Stop & Shop card and start saving.

We value your opinion!
Take our new survey, it only
takes a few minutes.
Within 6 days please visit:
www.talktostopandshop.com
Use the PIN # below to start:
0610 1639 0606 7415 0161
Tambien disponible en español

Flowers
for
Greg
Atanasio's
Daughter
Graduating

10181-53020
Other Supplies



125 Cross Road
Waterford, CT
Club Mer. PEDRO BALAZA

Club: 84 Reg: 7 Trans: 7784
Cashier: 664032 06/10/25 CE: 14pm
*****MEMBERSHIP ID. *****
*****MEMBERSHIP EXPIRES ON 09/25 *****

33401053 BUNKIN DECAF 39.99 N
3467013970 B. ULTRA 220CT 16.99 T
42000855 P SPRING WAT 23.97 N
3 Q 7.99
1049827 DEPOSIT 14.40 N
3 Q 4.80
88867000746 FRANKCUP108CT 37.98 T
2 Q 18.99
88867003743 RJ NAPKIN 19.98 T
7 Q 9.99
88867012460 WP DECAF 100 29.99 N
88867012659 B. WHITE 640 14.99 T
2201313 ECPN-BJWHITE 1.50-T
88867013967 BJ BOUL 200 12.99 T
1870016680 GJOLLY RCH 15.49 T
3400021642 HAY MINI 66 18.99 T
2201883 ECPN-HAY HXN 3.00-T
3400044924 REESE PB 66 18.99 T
2200029686 SKITTLES 17.99 T
2200191 ECPN-SKITTLE 3.00-T
1600016879 NAT VALLEY 16.99 N
1410004613 CHED OF 30CT 12.79 N
7641090148 LANCE 36CT 23.98 N
2 Q 11.99
2201917 ECPN-LANCE 3 1.50-N
3488628201 WELCH VR PCK 14.99 N
4400004616 OREOCHPANYK 15.49 N
UNNN SUBTOTAL 356.98
CT 6.45% Tax 10.60
UNNN TOTAL 367.58

1001-53020
Other
Suppl. 20

--- ???

*****2600 ENTRY: C
Purchase 00 APPROVED
AUTH 036404
TERMINAL NUMBER 780730847
06/10/25 06:17pm B4 7 7784 664032
VISA CREDIT
CID: A0000000031010

Visa
CHANGE 367.58
TOTAL 2768 22 0.00

As a BJ's Member I JUST SAVED: \$80.70
BJ's Member Savings 71.70
Coupons Redeemed 9.00
Rewards Redeemed 0.00
Current BJ's Gas Savings
FuelSaver earned thru 06/09/25 7.00/gal
FuelSaver earned thru 06/10/25 6.00/gal
Visit BJ's website for details

Shannon Withey

From: Apple <no_reply@email.apple.com>
Sent: Friday, June 6, 2025 6:25 AM
To: First Selectman
Subject: Your receipt from Apple.

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the content is safe.



Receipt

June 5, 2025

Order ID:

MXG42VVQ6Q

Document:

168963162214

Apple Account:

firstsel@waterfordct.org



ChatGPT
ChatGPT Plus (Monthly)
Renews June 27, 2025

\$19.99

Billing and Payment

Robert Brule

15 Rope Ferry Road

Waterford CT 06385-2806

United States

Subtotal

\$19.99

Tax

\$1.27

10101-53020
Other
suppl. ed

Visa **** 2600

\$21.26

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[Apply and use in minutes²](#)

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YOUR
FAMILY
MARKET™

995 POQUONNOK ROAD
GROTON, CT 06340
STORE DIRECTOR - Andrew Danielson
STORE NUMBER (860) 449-1229
PHARMACY NUMBER (860) 446-7719

Credit Card Payment Information
Card: VISA Amount: \$40.38
XXXX XXXX XXXX 2600 Exp Date: XX/XX
Auth #099808 Ref #620600093

10101-53020
Other
Suppl. co

ay, June 1, 2025 05:52 PM

Big Y Membership: 40096093935

Price		You	
without		Pay	PLU
Card	Item Description		

GENERAL MERCHANDISE

12.99	AMERICAN QUONE WITH	12.99 T H
9.99	AMERICAN TRUCK 5.61	9.99 T H
14.99	SOLAR AMERICAN LION	14.99 T H

S U M M A R Y

Total	Savings	Sub
w/o Card	With Card	Total
117.97	\$0.00	\$37.97

Total Before Tax: \$37.97

STATE TAX: \$2.41

Balance Due: \$40.38

VISA: \$40.38

Change Due: \$0.00

Total number of items purchased = 3

Value of Taxable Items
STATE TAX VALUE: \$37.97

25.00 100.00 125.00

100.00 100.00 100.00



Cardholder Activity

Name: ROBERT BRULE Account Number: **2600 Cycle End Date: 05/25/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
04/25/2025 04/28/2025	XPERIENCE/BILL 866-712-7753, CA	\$300.00 \$1.00	USD 10101-53020	1.00
04/27/2025 04/28/2025	XPERIENCE/BILL 866-712-7753, CA	\$21.25 \$21.25	USD 10101-53020	21.25
05/01/2025 05/02/2025	TST IVY'S SIMPLY HOMENAD WATERFORD, CT	\$89.45 \$89.45	USD 10101-53020	89.45
05/25/2025 05/26/2025	XPERIENCE/BILL 866-712-7753, CA	\$100.00 \$1.00	USD 10101-53020	1.00

Activity Totals
\$112.71

Purchases
\$112.71

Payments
\$0.00

Cardholder Name:

Robert Brule

Signature:

Supervisor Name:

Robert Brule

Signature:

REC'D CLERK
MAY 27 25 46:05

Shannon Withey

From: Apple <no_reply@email.apple.com>
Sent: Friday, April 25, 2025 6:58 AM
To: First Selectman
Subject: Your receipt from Apple.

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the contents are safe.



Receipt

10701-53020
Other
Supplies

April 25, 2025

Order ID:

MXG3ZVLV0Z

Document:

132944959735

Apple Account:

firstsel@waterfordct.org



iCloud+ with 50 GB (Monthly)
Renews May 25, 2025

\$0.99

Billing and Payment

Robert Brule

15 Rope Ferry Road

Waterford CT 06385-2806

United States

Subtotal

\$0.99

Tax

\$0.01

Visa **** 2600

\$1.00

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You may contact Apple for a full refund within 15 days of a monthly subscription upgrade or within 45 days after a yearly payment. Partial refunds are available where required by law.

You can turn off renewal receipts to stop getting emails each time your subscriptions renew. You can always view your receipts from App Store settings > Purchase History.

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Get Help with Subscriptions and Purchases

Manage Subscriptions >

Purchase History >

Report a Problem >

View Your Account Information >

Visit Apple Support >



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Apply and use in minutes²

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Cash is subject to exclusions, and additional details apply. See the Apple Card Customer Agreement for more information.² Subject to credit approval.
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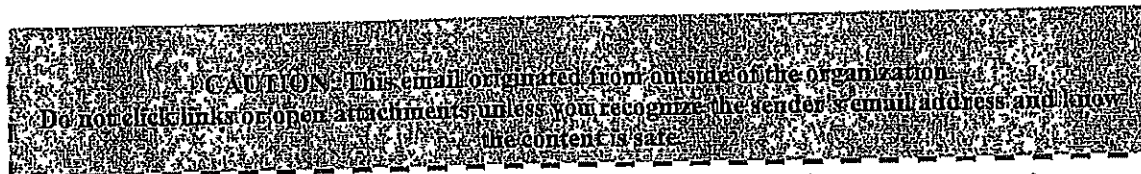
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Shannon Withey

From: Apple <no_reply@email.apple.com>
Sent: Sunday, April 27, 2025 4:18 PM
To: First Selectman
Subject: Your receipt from Apple.



Receipt

Other - Supplies
10101-53020

April 27, 2025

Order ID:

MXG4018JXV

Document:

197945777361

Apple Account:

firstsel@waterfordct.org



ChatGPT

ChatGPT Plus (Monthly)
Renews May 27, 2025
TOW iPad

\$19.99

Billing and Payment

Robert Brule

15 Rope Ferry Road

Waterford CT 06385-2806

United States

Subtotal

\$19.99

Tax

\$1.27

Visa **** 2600

\$21.26

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10101-53020

Other
Supplies

Ivy's Simply Homemade
318 Boston Post Rd Suite 7
Waterford, CT 06385
(860) 442-8648 ext. 1

Server: Rachael B
Check #38

5/1 Thursday 860-444-5834 Shannon 11:30 -
11:45

Guest Count: 1

Ordered: 4/30/25 2:28 PM

1 Greek	\$12.00
ADD Grilled Chicken	\$4.00
Greek	
1 Buffalo Chicken	\$12.00
HB Or Ranch	
2 12. Roast Beef, Cheddar, Romaine, Roasted Red Peppers & Chipotle Mayo	\$23.00
Wheatberry Bread	
1 1. Cranberry Apple Chicken Salad & Romaine	\$11.50
Whole Wheat Wrap	
1 10. Turkey, Guacamole, Onion, Bacon, Romaine & Tomato	\$11.50
Whole Wheat Wrap	
5 Water & Seltzer	\$10.00
Subtotal	\$84.00
Tax	\$5.45
Total	\$89.45

Lunch
for Developers
5/1/25

Input Type C (EMV Chip Read)
VISA CREDIT xxxxxxxx2600
Time 5/1/2025, 11:32 AM

Transaction Type	Sale
Authorization	Approved
Approval Code	062901
Payment ID	THLFCjqfKRhW
Application ID	A0000000031010
Application Label	VISA CREDIT
Terminal ID	9827603877e98f70
Card Reader	BBPOS

VISA CARDHOLDER

Powered by Toast

Shannon Withey

From: Apple <no_reply@email.apple.com>
Sent: Sunday, May 25, 2025 1:50 PM
To: First Selectman
Subject: Your receipt from Apple.

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Receipt

10101-5 3020
Other Supplies

May 25, 2025

Order ID:

MXG42MYH03

Document:

188958379142

Apple Account:

firstsel@waterfordct.org



iCloud+ with 50 GB (Monthly)
Renews June 25, 2025

\$0.99

Billing and Payment

Robert Brule

15 Rope Ferry Road

Waterford CT 06385-2806

United States

Subtotal

\$0.99

Tax

\$0.01

Visa **** 2600

\$1.00

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Ernesta Krukauskaitė

From: Kimberly Allen
Sent: Wednesday, May 14, 2025 8:57 AM
To: Ernesta Krukauskaitė
Subject: FW: Safe Futures Light the Way Breakfast

Please process for Shannon using this email as the invoice.

Thank you.

Kimberly Allen
Director of Finance
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
kallen@waterfordct.org
860.444.5842
860.440.0579 (fax)

Give check to
Shannon



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From: Shannon Withey <swithey@waterfordct.org>
Sent: Wednesday, May 14, 2025 8:55 AM
To: Kimberly Allen <kallen@waterfordct.org>
Cc: Robert Brule <rbrule@waterfordct.org>
Subject: Safe Futures Light the Way Breakfast

V #742

Good morning Kim,

Rob will be attending the Safe Futures Light the Way Breakfast event on June 6th. He would like a check made to them for \$100 from line item #10101-53020 (Other Supplies). I will send the paperwork for it up to you later today.

Thank you

Shannon Withey
EXECUTIVE ASSISTANT
To the First Selectman
Waterford Town Hall
15 Rope Ferry Road
Waterford, CT 06385

Inv# 051425 \$ 100.00
SAFE FUTURES INC
05/14/2025 # Pages 2 FP2 DOC167S437

swithey@waterfordct.org

Phone: 860-444-5834

Fax: 860-444-0273



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Light the Way Breakfast

Kindly RSVP by May 22, 2025
by mailing in this card in the
included envelope

☐ I/We are pleased to attend the Light the Way Breakfast

Name(s): _____

Number of RSVP's attending with _____

Names of additional guests: _____

☐ I/We will not be able to attend

☒ Optional: I would still like to support the work of Safe Futures with the enclosed tax-deductible donation of \$ 100 —. Please make checks payable to Safe Futures or donate online at: safefuturesct.org/donate

Questions? Please contact Blair Pattek at bpattek@safefuturesct.org. If you prefer to RSVP via email, please email bpattek@safefuturesct.org with your name and number of guests attending.

Dr. Inoharan
Other Supplies
02085-10101
2025
way 001\$

to request _____
free breakfast(s) _____
(enter quantity)



Cardholder Activity

Name: ROBERT BRULE Account Number: **2590 Cycle End Date: 04/25/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
03/25/2025 03/25/2025	APPLE.COM/BRILL 868-712-7753, CA	\$1.00 \$1.00	USD 10101-63020	1.00

Activity Totals Purchases Payments
\$1.00 \$1.00 \$0.00

Cardholder Name:

Robert Brule

Signature:

Supervisor Name:

Signature:

Shannon Withey

From: Apple <no_reply@email.apple.com>
Sent: Tuesday, March 25, 2025 7:20 AM
To: First Selectman
Subject: Your receipt from Apple.

CAUTION: This email originated from outside of the organization.
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the content is safe.



Receipt

March 25, 2025

Order ID:

MXG3X4BMGB

Document:

174932356005

Apple Account:

firstsel@waterfordct.org



iCloud
iCloud+ with 50 GB (Monthly)
Renews April 25, 2025

\$0.99

Billing and Payment

Robert Brule
15 Rope Ferry Road
Waterford CT 06385-2806
United States
Subtotal
\$0.99
Tax
\$0.01

Visa **** 2600

\$1.00

If you have any questions about your bill, contact support. This email confirms payment for the iCloud+ plan listed above. You will be billed each plan period until you cancel by downgrading to the free storage plan from your iOS device, Mac or PC.

You may contact Apple for a full refund within 15 days of a monthly subscription upgrade or within 45 days after a yearly payment. Partial refunds are available where required by law.

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Cardholder Activity

Name: ROBERT BRULE Account Number: **2600 Cycle End Date: 03/25/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
03/08/2025 03/10/2025	APPLE.COM/BILL 666-742-7753, CA	\$1.00 \$1.00	USD 10701-53020	1.00

Activity Totals
\$1.00 Purchases \$1.00 Payments \$0.00

Cardholder Name: Robert Brule

Signature: Robert Brule

Supervisor Name:

Signature:

REC'D FINANCE
MAR 27 '25 PM 12:13

Visa **** 2600

\$1.00

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You can turn off renewal receipts to stop getting emails each time your subscriptions renew. You can always view your receipts from App Store settings > Purchase History.

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U.S. BANK
P. O. Box 6343
Fargo, ND 58126-6343



ACCOUNT NUMBER 4484-7301-6674-2600

AMOUNT DUE \$0.00

000124643 01 SP 106481256859873 S
ROBERT BRULE
TOWN OF WATERFORD
15 ROPE FERRY ROAD
WATERFORD CT 06385-2806

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

MESSAGES:

TRAN	POST	MCC	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
02-22	02-24	5300	BJS WHOLESALE #0084 WATERFORD CT	24137465054001308120365	165.76

APPROVED

VENDOR# _____

PO# _____ FY _____

CLOSE PO Y _____ N _____

ACCOUNT # 10101-53020

AMOUNT \$145.76

SIGN Robert Brule

DATE 3/12/2025

REC'D FINANCE
MAR 12 '25 10:07

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER	ACCOUNT SUMMARY	
	STATEMENT DATE		
MANAGING ACCOUNT NUMBER 4484-7345-5003-9342 CONTACT AND ADDRESS TOWN OF WATERFORD ACCOUNTS PAYABLE 18 ROPE FERRY ROAD WATERFORD, CT 06388	4484-7301-6674-2600	PURCHASES, FEES & ADJUSTMENTS	\$165.76
	02/26/25	CHECKS/CASH ADVANCES	\$0.00
		DISPUTE AMOUNT	\$0.00
		CREDITS	\$0.00
		STATEMENT TOTAL	\$165.76



10101-53020
Other Supplies
(Office items)

125 Capod Road
Waterford, CT
Club No. 0000000000000000

Club #89 Reg #125 Trans #402
Cashier #102 02/22/26 07:25 AM

MEMBERSHIP ID: *****9437
MEMBERSHIP EXPIRES ON: 09/26

300048757 MEMBERSHIP 100.00
3 @ 14.99
88833401053 DONKIN, DEBORAH 35.99
2191837 ECHY, DONKIN 6.50
88867012460 1ST DEPT 100 27.99
88867009884 GREENE 1.00
88867009746 EQUIPMENT 14.99
2641090148 GANGE, BOB 27.99
7041090142 GANGE, BOB 27.99
1400004615 GREENE, DEBORAH 13.99
*** SUBTOTAL *** 160.70
CT 6.56% Tax 10.56
*** TOTAL *** 166.76

*****2600 ENTRY ID
Purchase 00 APPROVED
AUTH 096913
TERMINAL NUMBER 780730842
02/22/26 07:27 AM 00 42:0409 402
VISA CREDIT
AID: 0000000000000000

VISA
CHARGE
TOTAL ITEMS = 10

As a BJ's Member, YOU'VE JUST SAVED \$40.14
BJ's Member Savings 33.64
Coupons Redeemed 6.50
Rewards Redeemed 0.00
Current BJ's Gas Savings
FuelSaver earned thru 02/21/26 0.40
FuelSaver earned in this loc. 0.00
Visit BJ's.com for more details

SAVE TIME ON YOUR NEXT SHOP
Skip the checkout line with Express
Scan. Use the Express Scan
with the BJ's app



U.S. BANK
P. O. Box 6343
Fargo, ND 58125-6343



ACCOUNT NUMBER 4484-7301-6674-2600

AMOUNT DUE \$0.00

000124643 01 SP 108481258859873 S
ROBERT BRULE
TOWN OF WATERFORD
15 ROPE FERRY ROAD
WATERFORD CT 06385-2806

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

MESSAGES:

TRAN	POST	MCC	DATE	DATE	CODE	TRANSACTION DESCRIPTION	REFERENCE #	AMOUNT
02-22	02-24	5300				BJS WHOLESALE #0084 WATERFORD CT	24137485054001308120355	165.76

10/01-53020

10/01-53020

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER	ACCOUNT SUMMARY	
	STATEMENT DATE		
MANAGING ACCOUNT NUMBER 4484-7345-5003-9342 CONTACT AND ADDRESS TOWN OF WATERFORD ACCOUNTS PAYABLE 15 ROPE FERRY ROAD WATERFORD, CT 06385	4484-7301-6674-2600	PURCHASES, FEES & ADJUSTMENTS	\$165.76
	02/25/25	CHECKS/CASH ADVANCES	\$0.00
		DISPUTE AMOUNT	\$0.00
		CREDITS	\$0.00
		STATEMENT TOTAL	\$165.76



10101-53020
other Supplies
(Office Items)

126 Cross Road
Waldorf, CT
CITY: HENRY PEDRO GALARZA

Club: 81 Reg: 12 Trn: 9459
Cashier: 402 02/22/25 07:25pm

MEMBERSHIP ID: *****9437
MEMBERSHIP EXPIRES ON 09/26 XXX

3400045757 KERSHEY 44.97 F
3 @ 14.99
88133401063 BUNKIN DECAF 35.79 N
2191837 ECN-BUNKIN 6.50-N
88867012450 VF BFNST 100 27.99 N
88867009884 CREAMER 1.40 N
88867000746 BUNCAF108CH 15.99 F
7641090148 LANCE PB 40 9.99 N
7641090147 LANCE NO ST 9.99 N
4400004615 ORECHNPNY6 15.99 N
***SUBTOTAL 166.70
CT 6.36% Tax 4.06
***TOTAL 166.76

*****2600 ENTRY: H
Purchase ID: 00000000
AUTH 096918
TERMINAL NUMBER: 7807308442
02/22/25 07:27pm 84 12 9459 402
VISA CREDIT
RID: A0000000031010

VISA
CHANGE 166.76
0.00

TOTAL ITEMS= 10

As a BJ's Member I JUST SAVED: \$40.14
BJ's Member Savings 33.64
Coupons Redeemed 6.50
Rewards Redeemed 0.00
Current BJ's Gas Savings
FuelSaver earned thru 02/21/25 0.00/gal
FuelSaver earned in this trans. 0.00/gal
Visit BJ's.com/loy for more details

SAVE TIME ON YOUR NEXT SHOP
Skip the checkout line with ExpressPay
Scan items, clip coupons & pay
with the BJ's app.



J.P.Morgan

Expense Report

Posting Date: 01/04/2025 - 02/05/2025

Run Date: 02/10/2025
Report ID: s010017

ROB J BRULE, TOWN OF WATERFORD
XX-67436807
15, ROPE FERRY ROAD
WATERFORD, CT 063852806 USA

Card Transactions

Posting Date	Transaction Date	Description	Accounting Codes	Posting Amount	Expense Amount	Expense Code
01/07/2025	01/07/2025	AMZN WATERFORD, CT 063852806	10101-53020	33.11 USD	33.11 USD	✓
Expense Description: Amazon - keyboard cleaner, 10101-53020 other supplies						
Accounting Codes						
Line Item: 10101-53020						
01/07/2025	01/07/2025	AMZN WATERFORD, CT 063852806	10101-53020	22.75 USD	22.75 USD	✓
Expense Description: Amazon - Keurig Cleaner, 10101-53020 other supplies						
Accounting Codes						
Line Item: 10101-53020						
01/22/2025	01/22/2025	THE HARTFORD COURIER WATERFORD, CT 06385	10101-53020	300.00 USD	300.00 USD	✓
Expense Description: Hartford Courant - Other Supplies 10101-53020						
Accounting Codes						
Line Item: 10101-53020						
01/27/2025	01/27/2025	APPLE COMBELL 066712775 CA 95014	10101-53020	100.00 USD	100.00 USD	✓
Expense Description: Apple - iCloud storage Rob's cell, 10101-53020 other supplies						
Accounting Codes						
Line Item: 10101-53020						
01/27/2025	01/27/2025	POSHAWA WATERFORD, CT 06385	10101-53020	12.00 USD	12.00 USD	✓
Expense Description: Posh Car Wash - Rob's Town Car, 10101-53020 other supplies						
Accounting Codes						
Line Item: 10101-53020						

J.P. Morgan

Expense Report

Posting Date: 01/04/2025 - 02/05/2025

Run Date: 02/10/2025
Report ID: 10017

ROB J BRUE, TOWN OF WATERFORD
XX-5743607
15, ROPE FERRY ROAD
WATERFORD, CT 063852806 USA

Card Transactions

Receipt ID	Transaction Date	Description	Posted Amount	Original Amount	Revised Amount	Approved
01/13/2025	01/30/2025	WALMART.COM 00095878 BENTONVILLE AR 72716	68.06 USD	68.06 USD	68.06 USD	✓

Expense Description: Walmart - table for Rob's office, 10101-53020 other supplies

Accounting Codes

Line Item: 10101-53020

Card Subtotal
Grand Total

117.72
117.72

Robert Brue
Signed

2/10/25
Date

Authorized

Date

amazon.com

Details for Order #114-0233818-5741815

[Print this page for your records.](#)

keyboard duster
10101-53020
other supplies

Order Placed: January 6, 2025

Amazon.com order number: 114-0233818-5741815

Order Total: \$3.91

Not Yet Shipped

Items Ordered

1 of: *Dust-Off DPSXL Disposable Duster - 10 oz.*

Price

\$7.95

Sold by: JG GLOBAL (seller profile)

Supplied by: Other

Condition: New

Shipping Address:

Waterford Town Hall C/O First Selectman
15 ROPE FERRY RD
WATERFORD, CT 06385-2806
United States

Shipping Speed:

Standard Shipping

Payment Information

Payment Method:

Amazon gift card balance

Mastercard ending in 6807

Item(s) Subtotal:

\$7.95

Shipping & Handling:

\$0.00

Total before tax:

\$7.95

Estimated tax to be collected:

\$0.50

Gift Card Amount:

-\$4.54

Grand Total:

\$3.91

Billing address

Waterford Town Hall C/O First Selectman
15 ROPE FERRY RD
WATERFORD, CT 06385-2806
United States

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amazon.com

Details for Order #114-6260538-4201828

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10101-53020
Other Supplies
Keurig Cleaner

Order Placed: January 9, 2025

Amazon.com order number: 114-6260538-4201828

Order Total: \$29.78

Not Yet Shipped

Items Ordered

1 of: Whirl Fresh Coffee Machine Descaler Tablets - 24 Count, Coffee Maker Cleaner Tablets Compatible with All Major Brands Price
\$12.99
Including Breville, Nespresso, Keurig, Ninja, Phillips, Miele, DeLonghi & more

Sold by: BATATA LLC (seller profile)

Supplied by: Other

Condition: New

1 of: Keurig Pods Reduces Flavor Carry Over, Compatible Classic/1.0 & 2.0 K-Cup Coffee Makers \$7.99

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

Shipping Address:

Waterford Town Hall C/O First Selectman
15 ROPE FERRY RD
WATERFORD, CT 06385-2806
United States

Shipping Speed:

Standard Shipping

Payment Information

Payment Method:

Mastercard ending in 6807

Billing address

Waterford Town Hall C/O First Selectman
15 ROPE FERRY RD
WATERFORD, CT 06385-2806
United States

Item(s) Subtotal:	\$20.98
Shipping & Handling:	\$8.99

Total before tax:	\$27.97
Estimated tax to be collected:	\$1.78

Grand Total:	\$29.75

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From: Robert Brule
Sent: Monday, February 10, 2025 10:02 AM
To: Shannon Wlthey
Subject: FW: Welcome to the Hartford Courant!

My regards,

Rob Brule
First Selectman
Waterford Town Hall
15 Rope Ferry Road
Waterford, CT 06385
rbrule@waterfordct.org
Phone: 860-444-5834



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From: custserv@courant.com <custserv@courant.com>
Sent: Thursday, January 23, 2025 8:38 AM
To: Robert Brule <rbrule@waterfordct.org>
Subject: Welcome to the Hartford Courant!

CAUTION: This email originated from outside of the organization.
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[illegible]

Hartford Courant

Congratulations!
You chose
the best source
for local news.

Start reading with
full access to our website.

Log in now

- ① Click "Log In" in the top right corner of our website.
- ② Enter your email address and password.



Please keep this information
for your records:

YOU ARE SUBSCRIBED TO: Standard Digital Access - \$3 for 1 year

NAME: Robert Brule

EMAIL ADDRESS: rbrule@waterfordot.org

INITIAL BILLED AMOUNT: \$ 3.00

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subscriber benefits, add us to your address book.

?

For questions:

Visit our log in/help page

Shirley M. Johnson

11/11/2011

11/11/2011 11:11 AM Shirley M. Johnson 11/11/2011 11:11 AM

10101-53020
other Supplies

Shannon Withey

From: Apple <no_reply@email.apple.com>
Sent: Saturday, January 25, 2025 7:17 AM
To: First Selectman
Subject: Your receipt from Apple.

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Receipt

Save 3% on all your Apple purchases with Apple Card.¹ Apply and use in minutes²

APPLE ACCOUNT
firstael@waterfordct.org

DATE
Jan 25, 2025

ORDER ID
MXG3NHLGBD

DOCUMENT NO.
147908468891

BILLED TO
MasterCard ,,,, 6807
Rob J Brule
15 Rope Ferry Road
Waterford, CT 06385
USA

iCloud+



iCloud+ with 50 GB of Storage
Monthly
Renews Feb 25, 2025

\$0.99

Subtotal \$0.99

Tax \$0.01

TOTAL \$1.00

10101-53020
Other Supplies

Thank you for using
Posh Wash.
Please come again.

1/25/2025 5:45:14 PM

Classic Wash	\$12.00
TOTAL	\$12.00

MasterCard Credit Account	\$12.00 #6897
------------------------------	------------------

Classic Wash

Sales Tax Included

I-WED
WASH

POSH CAR WASH
17 Louise Street
Waterford, CT 06385

10101-53020

Other Supplies

Shannon Withey

From: help@walmart.com on behalf of Walmart.com <help@walmart.com>
Sent: Wednesday, January 29, 2025 3:19 PM
To: Shannon Withey
Subject: Shannon, thanks for your order

CAUTION: This email originated from outside of the organization.
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Walmart

Order date: Wed, Jan 29, 2025
Order number: 2000127-54924728

Thanks for your order, Shannon!

[View order](#)



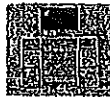
What to expect



⌚ Arrives Thu, Jan 30

📍 15 Rope Ferry Road, First Selectman's Office, Waterford, CT, 06385, USA

📦 1 item [See all](#)



Track your delivery in real time

Download the app

Order total

Includes all fees, taxes, discounts and driver tip

\$68.06

Payment method

📱 MASTERCARD ending in 6807

Expense Report

Posting Date: 12/05/2024 - 01/04/2025

J.P.Morgan

ROB-J BRULE, TOWN OF WATERFORD
XX-5743807
15, ROPE FERRY ROAD
WATERFORD, CT 063852816 USA

Card Transactions

Posting Date	Transaction Date	Description	Receipt Amount	Posted Amount	Expense Amount	Reviewed	Approved
12/13/2024	12/19/2024	AMAZON MKTPL - 270885WQ0-AMZN.COM/ILLWA-S8109	468.37 USD	468.37 USD	468.37 USD		
Expense Description: Community Events Flag poles							
Accounting Codes							
Line Item:	20601-53326						
12/17/2024	12/19/2024	ELIS WHOLESALE #0084-WATERFORD CT 06385	20.20 USD	20.20 USD	20.20 USD		
Expense Description: other supplies - coffee cups for office							
Accounting Codes							
Line Item:	10101-53020						
12/24/2024	12/28/2024	ELIS WHOLESALE #0084-WATERFORD CT 06385	29.95 USD	29.95 USD	29.95 USD		
Expense Description: other supplies - treats for Christmas Day							
Accounting Codes							
Line Item:	10101-53020						
12/28/2024	12/28/2024	ELIS WHOLESALE #0084-WATERFORD CT 06385	1.00 USD	1.00 USD	1.00 USD		
Expense Description: Apple - other supplies - 1st Set							
Accounting Codes							
Line Item:	10101-53020						
Grand Subtotal			519.52		519.52		
Grand Total			519.52		519.52		

REC'D FINANCE
JAN 5 25 PM 12:03

Robert Brule
Signed
1/6/2025
Date

Authorized _____ Date _____

amazon.com

20601-53326 Community Events

Details for Order #114-4717435-7765049

flag poles for flags

[Print this page for your records.](#)

Order Placed: December 6, 2024

Amazon.com order number: 114-4717435-7765049

Order Total: \$468.37

Not Yet Shipped

Items Ordered

	Price
13 of: American Signature Heavy-Duty Aluminum Tangle Free Spinning 5 Foot Flag Pole with Metal Mounting Rings - Outdoor Wall Mount Flagpole for Residential Commercial (5' Black)	\$32.46

Sold by: American Signature Flags (seller profile) | Product question? Ask Seller

Supplied by: Other

Condition: New

Shipping Address:

Waterford Town Hall C/O First Selectman
15 ROPE FERRY RD
WATERFORD, CT 06385-2806
United States

Shipping Speed:

Two-Day Shipping

Payment Information

Payment Method:

Mastercard ending in 6807

Item(s) Subtotal: \$421.98

Shipping & Handling: \$18.44

Billing address

Waterford Town Hall C/O First Selectman
15 ROPE FERRY RD
WATERFORD, CT 06385-2806
United States

Total before tax: \$440.42

Estimated tax to be collected: \$27.95

Grand Total: \$468.37

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125 Cross Road
Waterford, CT
Club Mar. PEDRO GALARZA

10101-5 3020
Other Supplies
Office Cups for
Office

Club Mar. Reg: 42 Trans: 7520
Cashier: 402 12/10/24 11:40am

MEMBERSHIP ID: *****0004
MEMBERSHIP EXPIRES ON: 07/25

CASH CREDIT. DEBIT ONLY
88867080745 F04MCUP10801 18.99
SUBTOTAL 48.99
CT 6.35% Tax 1.21
TOTAL 20.20

*****6807 ENTRY: C
Purchase: 00 APPROVED
AUTH: 080835
TERMINAL NUMBER 7807308442
12/10/24 11:40am 84 42 7520 402
MASTERCARD
AID: R0000000041010

MasterCard 20.20
CHANGE 0.00

TOTAL ITEMS: 1

As a BJ's Member, JUST SAVED! \$3.80
BJ's Member Savings 3.80
Safeway Redeemed 0.00
Rewards Redeemed 0.00
Current BJ's Gas Savings
FuelSaver earned thru 12/09/24 0.00/gal
FuelSaver earned in this trip 0.00/gal
Visit BJ's.com/Gas for more details

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Skip the checkout line with ExpressPay
Scan items, clip coupons & pay
with the BJ's app.



MEMBER COPY



41210084427520



126 Cross Road
Waterford, CT
Club Mgr. PEDRO GALARZA

Club: 84 Res: 42 Trans: 155
Cashier: 402 12/23/24 4:06:20 PM

MEMBERSHIP ID: *****9437 ***
MEMBERSHIP EXPIRES ON: 09/25 ***

88867011144 GLAZED DONUTS 19.96 N
4 @ 4.99
20107400000 CHUNK COOKIE 9.99 N
**** SUBTOTAL 29.95
**** TOTAL 29.95

*****6807 ENTRY: C
Purchase 00 APPROVED
AUTH 028235
TERMINAL NUMBER 7807308442
12/23/24 06:30 PM 84 42 455 402
MASTERCARD
CID: 60000000041010

MasterCard 29.95
CHANGE .00

TOTAL ITEMS = 5

As a BJ's Member I JUST SAVED: \$5.99
BJ's Member Savings 5.99
Coupons Redeemed 0.00
Rewards Redeemed 0.00
Current BJ's Gas Savings
FuelSaver earned thru 12/22/24 0.00/gal
FuelSaver earned in Gift Box 0.00/gal
Visit Bjs.com/Gas for more details

SAVE TIME ON YOUR NEXT SHOP
Skip the checkout line with ExpressPay
Scan items, clip coupons & pay
with the BJ's app.



10101 -
580.20

Other
Supplies

Treats for
Christmas Day

10101-53020
Other Supplies

Shannon Withey

From: Apple <no_reply@email.apple.com>
Sent: Wednesday, December 25, 2024 7:15 AM
To: First Selectman
Subject: Your receipt from Apple.

CAUTION: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender's email address and know the
content is safe.



Receipt

Save 3% on all your Apple purchases with Apple Card.¹ Apply and use in minutes²

APPLE ACCOUNT
firstsel@waterfordct.org

DATE
Dec 25, 2024

ORDER ID
MXG3KJ24YZ

DOCUMENT NO.
156892492726

BILLED TO
MasterCard 6807
Rob J Brule
15 Rope Ferry Road
Waterford, CT 06385
USA

iCloud+



iCloud+ with 50 GB of Storage
Monthly
Renews Jan 25, 2026

\$0.99

Subtotal \$0.99

Tax \$0.01

TOTAL \$1.00

J.P.Morgan

Expense Report

Posting Date: 11/05/2024 - 12/04/2024

Run Date: 12/05/2024
Report ID: rpt0017

ROB J BRULE, TOWN OF WATERFORD
XX-57436807
15, ROPEFERRY ROAD
WATERFORD, CT 063852806 USA

Card Transactions

Posting Date	Transaction Date	Description	Receipt Amount	Posted Amount	Expense Amount	Reviewed	Approved
11/05/2024	11/04/2024	BUS WHOLESALE #0084-WATERFORD, CT 06385	147.69 USD	147.69 USD	147.69 USD	✓	✓
Expense Description: BJs office supplies and snacks							
Accounting Codes							
Line Item:	10101-53020						
11/09/2024	11/09/2024	AMZN MKTP US\$350.8513-AMZN.COM/ILL-WA-98109	152.44 USD	152.44 USD	152.44 USD	✓	✓
Expense Description: Amazon Award Plaques - community funds							
Accounting Codes							
Line Item:	20601-53326						
11/26/2024	11/25/2024	APPLE.COM/ILL-988-712-7753-CA-54014	1.00 USD	1.00 USD	1.00 USD	✓	✓
Expense Description: Apple - storage on Rob's cellphone							
Accounting Codes							
Line Item:	10101-53020						
Card Subtotal			529.83				
Grand Total			529.83				

REC'D FINANCE
DEC 5 '24 PM2:12


Signed

Date

Authorized

Date

Order Confirmed

10101-52050

Dues, conferences + Education

Thank you! Your order is complete, and a copy of the receipt has been sent to your email address.

CCM Convention Dec 3+4

Invoice #37442

Robert J. Brule (#103243)

Billing Address
Rob J Brule
15 Rope Ferry Road
Waterford, CT 06385
United States

Shipping Address
Rob J Brule
15 Rope Ferry Road
Waterford, CT 06385
United States



Robert's Cart Items

03 Dec	2024 CCM Annual Convention - #MakeItHereMakeItAnywhereCT	Event \$249.00 1
03 Dec	Breakfast & CCMO Awards (Awards Begin at 9am)	Function \$0.00 1
04 Dec	2025 CT Outlook Post Presidential Election Panel & Networking Breakfast	Function \$0.00 1
02 Dec	2024 Exhibitor Appreciation Reception (Members Welcome)	Function \$0.00 1
03 Dec	Municipal and LoCool Awards Luncheon	Function \$0.00 1
	Email Contact	Function \$0.00 1
Cart total		\$249.00
Taxes		\$0.00
Discounts		\$0.00
Shipping/handling		\$0.00
Balance due		\$0.00

RETURN TO MEMBER DASHBOARD

PRINT



Club:84 Reg:81 Trans:6737
Cashier:801 11/04/24 08:18am

MEMBERSHIP ID. 0004
MEMBERSHIP EXPIRES ON 07/25

CASH CREDIT DEBIT ONLY	
30000057734	CHENY BAR & CC 10.99 N
34000034425	HERSHEY CHOC 9.98 T
14100005421	MILANO 24GT 10.99 N
7641090149	LANCE 36GT 11.99 N
4400004703	DRED 30CT 72 13.99 N
88867012657	BULNCH660 10.49 T
88867009880	CREAMER 1.99 N
88867003405	WF WATER 23.97 N
3 @ 7.99	
1012674	DEPOSIT 21.00 N
3 @ 7.00	
**** SUBTOTAL	116.39
CT 6.35% Tax	1.70
**** TOTAL	117.69

*****6807 ENTRY: C
Purchase CO APPROVED
AUTH 060119
TERMINAL NUMBER,7807308481
11/04/24 08:19am '84 81.6737 80T
MASTERCARD
AID: A0000000041010

KaslerCard	117.69
CHANGE	0.00

TOTAL ITEMS 10

As a BJA Member I JUST **SAVED!** \$23.28
 BJA's Member Savings 23.28
 Coupons Redeemed .00
 Rewards Redeemed 0.00
 -Current BJA's Gas Savings-
 FuelSaver earned thru 11/03/24 0.00/s
 FuelSaver earned in this trip 0.00/s
 Visit BJA.com/Gas for more details

SAVE TIME ON YOUR NEXT SHOP

amazon.com

Details for Order #114-0366651-0741826

[Print this page for your records.](#)

Order Placed: November 18, 2024

Amazon.com order number: 114-0366651-0741826

Order Total: \$162.14

#20601-53526
Community funds

Not Yet Shipped

Items Ordered

16 of: Award Plaque 13" x 10.5" Mahogany, 18813M

Sold by: Solutions by Staples (seller profile)

Supplied by: Other

Price

\$13.84

Condition: New

Shipping Address:

Waterford Town Hall C/O First Selectman

15 ROPE FERRY RD

WATERFORD, CT 06385-2806

United States

Shipping Speed:

Standard Shipping

Payment Information

Payment Method:

Amazon gift card balance

Mastercard - ending in 6807

Item(s) Subtotal: \$221.44

Shipping & Handling: \$0.00

Total before tax: \$221.44

Estimated tax to be collected: \$14.00

Gift Card Amount: -\$73.38

Grand Total: \$162.14

Billing Address:

Waterford Town Hall C/O First Selectman

15 ROPE FERRY RD

WATERFORD, CT 06385-2806

United States

To view the status of your order, return to Order Summary.

Have an issue with your gift card? Read about common issues or contact us.

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United States

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accidentally
used our
gift card
as well

50

10101 - 53020 other supplies

Shannon Withey

From: Apple <no_reply@email.apple.com>
Sent: Monday, November 25, 2024 7:21 AM
To: First Selectman
Subject: Your receipt from Apple.

CAUTION: This email originated from outside of the organization.
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Receipt

Save 3% on all your Apple purchases with Apple Card.¹ Apply and use in minutes²

APPLE ACCOUNT
firstael@waterfordct.org

DATE
Nov 26, 2024

ORDER ID
MXG3GTG6TM

DOCUMENT NO.
117980476850

BILLED TO
MasterCard 6807
Rob J Brula
16 Rope Ferry Road
Waterford, CT 06385
USA

iCloud+



iCloud+ with 80 GB of Storage
Monthly
Renews Dec 26, 2024

\$0.99

Subtotal \$0.99

Tax \$0.01

TOTAL \$1.00



Telephone: 1-800-333-5770
Fax : 1-401-365-6325

INVOICE

INVOICE NO.	INVOICE DATE	ORDER NO.	ORDER DATE
1258843	12/09/24	487912	12/06/24
CUST NO.	SHIP DATE	TAX	PAGE
400540	12/06/24	3	1

PLEASE REMIT TO:
PO BOX 1701, PAWTUCKET, RI 02862-1656

SOLD TO

WATERFORD, TOWN OF
15 ROPE FERRY RD
WATERFORD, CT 06385

SHIP TO

WATERFORD, TOWN OF
15 ROPE FERRY RD
WATERFORD, CT 06385

CUSTOMER P. O. NO:						SALES REP.		SHIP VIA		TERMS	
						STEVE SWIADER		+STEVE S		Net 30	
LINE	PRODUCT CODE	QUANTITY ORDERED	QUANTITY SHIPPED	BACK ORDERED	UNIT	DESCRIPTION		PRICE / UNIT	T X	EXTENDED PRICE	
1	KCLIBIA2	250	250		EA	BARONIAL IVORY A2 80LB CLASSIC LINEN ENVELOPE FSC MIX CREDIT		178.31 M		44.58	
2	KCLIBI32	250	250		EA	BARONIAL IVORY 8.5X11 80LB CLASSIC LINEN COVER FSC MIX CREDIT		189.14 M		47.29	
REC'D FINANCE DEC 11 '24 PM1:56 APPROVED VENDOR# <u>202</u> PO# <u> </u> FY <u>25</u> CLOSE PO Y <u> </u> N <u> </u> ACCOUNT # <u>10101-53020</u> AMOUNT \$ <u>91.87</u> SIGN <u>[Signature]</u> DATE <u>12/9/24</u> Inv# 1258843 \$ 91.87 CENTRAL PAPER COMPANY INC. 12/09/2024 # Pages 1 FP1 DOC159S157											
TOTAL PIECES SHIPPED		500						SUBTOTAL		91.87	
TOTAL WEIGHT		9						FREIGHT			
TOTAL CUBE		500		WAREHOUSE				MISC TAX 6.35 %			
								INVOICE TOTAL		91.87	

Central Paper FSC® ID# SCS-COC-001739

Only the products that are identified as such on this document are FSC Certified.

Posting Date: 10/05/2024 - 11/04/2024

J.P. Morgan

ROB J BRULE, TOWN OF WATERFORD
XX -57436807
15, ROPE FERRY ROAD
WATERFORD, CT 063552806 USA

Card Transactions

Position	Transaction	Date	Description	Recapit Amount	Posted Amount	Expense Amount	Reviewed	Approved
10101-53020	10101-53020	10/10/2024	AT THE SECT WOMEN'S NETWORKING CONFERENCE	25.00 USD	25.00 USD	25.00 USD	✓	
Expense Description: SECT Conference								
Accounting Codes								
Line Item:	10101-53020-10101-53020-01 of supplies 10101-53020							
10101-53020	10101-53020	10/17/2024	TARGET 800-287-41 WATERFORD CT 06385	106.36 USD	106.36 USD	106.36 USD	✓	
Expense Description: Trunk or Treat prizes - community funds								
Accounting Codes								
Line Item:	10101-53020-20601-53326							
10101-53020	10101-53020	10/25/2024	APPLE COMPUTER 866-742-7755 CA 95034	1.00 USD	1.00 USD	1.00 USD	✓	
Expense Description: Apple monthly charge - other supplies								
Accounting Codes								
Line Item:	10101-53020							
							Card Subtotal	132.36
								132.36

Signed _____

11/5/24

Authorized

Date _____



~~#10101-52050~~
~~Dues, conferences & Education~~

Enter search string

Q

Home > My profile > Invoice # 04631

Back

Invoice #04631

Payment successful

Download PDF

Invoice details

Balance due \$0.00

Amount \$25.00
\$25.00 paid on 10/08/2024

Invoice # 04631

Date 10/08/2024

Origin Event registration
Network Monthly Luncheon - October 16, 2024 (Langley's Restaurant at Great Neck Country Club, 28 Lamphere Road, Waterford, CT 06385)

Invoiced to Robert Brule
firstsel@waterfordct.org

Item

Amount

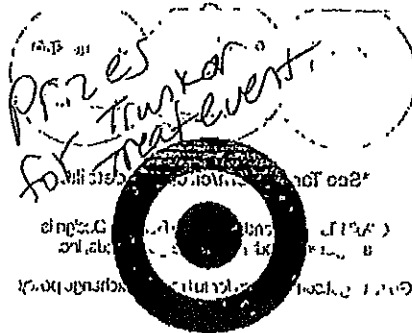
Registration for "Network Monthly Luncheon - October 16, 2024" (10/16/2024 11:30 AM - 1:15 PM, Langley's Restaurant at Great Neck Country Club, 28 Lamphere Road, Waterford, CT 06385), Non-member Registration

\$25.00

Invoice total

\$25.00

#10101-53020
Other Supplies



Community
funds

10113-52070

Waterford - 860-442-3300
900 Hartford Tpke
Waterford, Connecticut 06385-4246
10/17/2024 12:35 PM

ELECTRONICS
290000332 Visa N: \$55.00
#2290000332205090652310062

Card activated within
60 minutes
Cannot be returned
159211 GIFT CARDS \$25.00
041-814-517-598-398
New Bal: \$25.00
Cannot be returned
17002 GIFT CARDS N \$10.00
041-814-603-276-838
New Bal: \$10.00
Cannot be returned
017002 GIFT CARDS N \$10.00
041-814-603-277-224
New Bal: \$10.00
Cannot be returned

GROCERY
024671 HERSHEY'S TF: \$5.98
2 @ \$2.99 ea

SUBTOTAL \$105.98
CT TAX 6.35000 on \$5.98 \$0.38
TOTAL \$106.36
*6807 MASTERCARD CHARGE \$106.36
AID: A0000000041010
MASTERCARD
AUTH CODE: 035614

WHEN YOU RETURN ANY ITEM, YOUR
RETURN CREDIT WILL NOT INCLUDE ANY
PROMOTIONAL DISCOUNT OR COUPON
(APPLIED TO THE ORIGINAL ORDER)
*Not redeemable for cash
except where required by law

RECH2-4291-1267-0073-0730-4

Help make your Target Run better
Take a 2 minute survey about today's trip

Informtarget.com
User ID: 7570 8873 3992
Password: 692 696
CUENTENOS EN ESPAÑOL
Please use the survey with the 10113-52070

#10101-53020
Other Supplies

Shannon Withey

From: Apple <no_reply@email.apple.com>
Sent: Friday, October 25, 2024 8:59 AM
To: First Selectman
Subject: Your receipt from Apple.

CAUTION: This email originated from outside of the organization.
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Receipt

Save 3% on all your Apple purchases with Apple Card.¹ Apply and use in minutes²

APPLE ACCOUNT
firstsel@waterfordct.org

DATE
Oct 25, 2024

ORDER ID
MXG3D0ZGY4

DOCUMENT NO.
155867108531

BILLED TO
MasterCard 6897
Rob J. Brule
15 Rope Ferry Road
Waterford, CT 06385
USA

iCloud+



iCloud+ with 50 GB of Storage
Monthly
Renews Nov 25, 2024

\$0.99

Subtotal \$0.99

Tax \$0.01

TOTAL

\$1.00

Expense Report

Posting Date: 09/05/2024 - 10/04/2024

J.P. Morgan

ROB J BRULE, TOWN OF WATERFORD
XX-57436807
15, ROPE FERRY ROAD
WATERFORD, CT 063852808 USA

Card Transactions

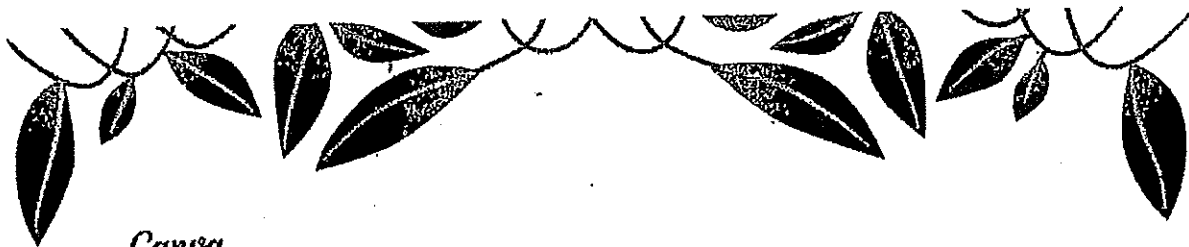
Posting Date	Transaction Date	Description	Receipt Amount	Posted Amount	Expense Amount	Reversed	Approved
09/18/2024	09/18/2024	CANVA 04277355641008 (VENT DE)	119.98 USD	119.98 USD	119.98 USD	✓	
Expense Description: Canva - Other Supplies							
Accounting Codes							
Line Item: 10101-53020							
09/26/2024	09/26/2024	APPLE ECOMMERCE 38657127751 CA 55814	100.00 USD	100.00 USD	100.00 USD	✓	
Expense Description: Apple - other supplies							
Accounting Codes							
Line Item: 10101-53020							
Card Subtotal					120.98		
Grand Total					120.98		

Robert Brule
Signed

10/7/24
Date

Authorized

Date



Canva

Tax Invoice

Invoice Date
September 17, 2024

Invoice no.
04277-85631906

To
Rob Brula
firstsol@waterfordct.org

Subscriptions

Subscription purchase
IAGRE860umA
September 17, 2024

US\$119.99

Paid with MasterCard **** 6807

Total
includes tax
Total charged

US\$119.99

US\$7.16

US\$110.99

Please retain for your records.
Canva US Inc.
3212 E. Cesar Chavez Street, Building 1, Suite 1300 Austin Texas 78702 United States
Copyright © 2024 Canva US Inc. All rights reserved.

#10101-53020
other supplies

#10101-53020
Other Supplies

Shannon Withey

From: Apple <no_reply@email.apple.com>
Sent: Wednesday, September 25, 2024 7:09 AM
To: First Selectman
Subject: Your receipt from Apple.

CAUTION: This email originated from outside of the organization.
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Receipt

Save 3% on all your Apple purchases with Apple Card.[†] Apply and use in minutes²

APPLE ACCOUNT
firstsel@waterfordct.org

DATE
Sep 25, 2024

ORDER ID
MXG38FXWG1

DOCUMENT NO.
142854341898

BILLED TO
MasterCard ... 6807
Rob J Brule
18 Rope Ferry Road
Waterford, CT 06386
USA

iCloud+



iCloud+ with 50 GB of Storage
Monthly
Renews Oct 25, 2024

\$0.99

Subtotal \$0.99

Tax \$0.01

TOTAL

\$1.00

Expense Report

AP05Hing10a16208052024509/04/20247

J.P. Morgan

ROB J BRULE, TOWN OF WATERFORD
XX-57436807
15, ROPE FERRY ROAD
WATERFORD, CT 063852806 USA

Card Transactions

Pending	Transaction	Date	Description	Receipt Amount	Posted Amount	Expense Amount	Reimbursed	Approved
		09/12/2024	09/09/2024 - 515 WOLFESALE #0064 WATERFORD CT 06385	203.98 USD	203.98 USD	203.98 USD	✓	
Expense Description: BJ's other supplies								
Accounting Codes								
Line Item:	10101-53020							
09/19/2024	09/16/2024	AMZN MKTP US#R00KCSA1	AMZN COMBILL WA 98109	202.92 USD	202.92 USD	202.92 USD	✓	
Expense Description: Amazon- plaques - community funds								
Accounting Codes								
Line Item:	10113-52070							
09/24/2024	09/24/2024	CTEXAMINER	0101 ME-CT 06371	200.00 USD	200.00 USD	200.00 USD	✓	
Expense Description: CT Examiner - other supplies								
Accounting Codes								
Line Item:	10101-53020							
09/25/2024	09/25/2024	APPLE COMBILL	885-712-7753 CA 95014	1.00 USD	1.00 USD	1.00 USD	✓	
Expense Description: Apple - other supplies								
Accounting Codes								
Line Item:	10101-53020							
09/26/2024	09/26/2024	AMAZON MKTP	46K1U3m1G AMZN COMBILL WA 98109	15.40 USD	15.40 USD	15.40 USD	✓	
Expense Description: Amazon 8x12 flags - community funds								
Accounting Codes								
Line Item:	10113-52070							
09/29/2024	09/29/2024	AMAZON MKTP	FRK4F5Z1D AMZN COMBILL WA 98109	21.74 USD	21.74 USD	21.74 USD	✓	
Expense Description: Amazon - coin cassettes - community funds								
Accounting Codes								
Line Item:	10113-52070							
09/03/2024	09/03/2024	AMAZON MKTP	7542068 AMZN COMBILL WA 98109	245.60 USD	245.60 USD	245.60 USD	✓	

ROB J BRULE
09/05/24 14:28:59

Expense Report

Posting Date: 08/05/2024 - 09/04/2024

Run Date: 09/05/2024
Report ID: sd10017

J.P.Morgan

ROB J BRULE, TOWN OF WATERFORD
XX-57436807
15, ROPE FERRY ROAD
WATERFORD, CT 063852806 USA

Card Transactions

Posting Date	Transaction Date	Description	Receipt Amount	Posted Amount	Expense Amount	Reviewed	Approved
Expense Description: Amazon - flags and holders Community and							
Accounting Codes							
Line Item: 10113-32070							
09/04/2024	09/03/2024	STAPLES 000101872NEW1 LONDON CT 06320	27.63 USD	27.63 USD	27.63 USD		✓
Expense Description: Staples - other supplies							
Accounting Codes							
Line Item: 10101-53020							
			Card Subtotal	777.67			
			Grand Total	777.67			

Robert Brule
Signed

9/5/2024
Date

Authorized

Date



Other
Supplies
10101-53020

16128 Cross Road
Waterford, CT
Club Member PEDRO GALARZA

Club: 84 Reg: 7 Trans: 7400
Cashier: 460366 08/09/24 01:39pm
*****MEMBERSHIP ID. *****9437
*****MEMBERSHIP EXPIRES ON 09/24 *****

6827432228 PL 48PK 8QZ 66.32 N
8 @ 8.29
1009827 DEPOSIT 38.40 N
8 @ 4.80
7641090148 LANCE PB 40 19.98 N
2 @ 9.99
2178176 ECPN-LANCE P 1.60 N
1600016879 HAY VALLEY 18.99 N
2178214 ECPN-HAY VAL 3.75 N
44000047032 ORED 30CT.72 13.99 N
2178178 ECPN-ORED 30 2.00 N
74183900676 COSMIC CRISP 4.99 N
7224067621 HANDARINS 7.99 N
88867011186 BJ TCVR 6CT 7.99 T
88867012562 BJ FORKS300 14.99 T
88867013969 BJ PLATE 330 17.99 T
***** SUBTOTAL 201.38
CT 6.38% Tax 2.60
***** TOTAL 203.98

*****6807 ENTRY: H
Purchase 00 APPROVED
AUTH-048726
TERMINAL NUMBER 780730847
08/09/24 01:41pm 84 7 7400 460366
MASTERCARD
AID: A0000000041010
MasterCard 203.98
CHANGE 0.00
TOTAL ITEMS 17

As a BJ's Member I JUST SAVED: \$48.98
BJ's Member Savings 41.73
Coupons Redeemed 7.25
Rewards Redeemed 0.00
Current BJ's Gas Savings
FuelSaver earned thru 08/08/24: 0.00/gal
FuelSaver earned in this tx: 0.00/gal
Visit BJs.com/Gas for more details.

SAVE TIME ON YOUR NEXT SHOP
Skip the checkout line with ExpressPay
Scan items, clip coupons & pay
with the BJ's app.



MEMBER COPY



08090840774000

Details for Order #114-2775420-2053869

[Print this page for your records.](#)

Order Placed: August 16, 2024

Amazon.com order number: 114-2775420-2053869

Order Total: \$202.92

Not Yet Shipped

Items Ordered

12 of: Award Plaque 13" x 10.5" Mahogany, 18813M

Sold by: Solutions by Staples (seller profile)

Supplied by: Other

Condition: New

Shipping Address:

Waterford Town Hall C/O First Selectman

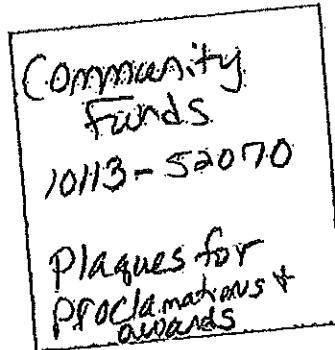
15 ROPE FERRY RD

WATERFORD, CT 06385-2806

United States

Shipping Speed:

Standard Shipping

Price
\$15.90

Payment Information

Payment Method:

Mastercard ending in 6807

Billing address

Waterford Town Hall C/O First Selectman

15 ROPE FERRY RD

WATERFORD, CT 06385-2806

United States

Item(s) Subtotal:	\$190.80
Shipping & Handling:	\$0.00
Total before tax:	\$190.80
Estimated tax to be collected:	\$12.12
Grand Total:	\$202.92

To view the status of your order, return to Order Summary.

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Shannon Withey

From: CT Examiner <membership@ctexaminer.com>
Sent: Friday, August 23, 2024 1:12 PM
To: First Selectman
Subject: ** Payment Receipt

CAUTION: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender's email address and know the
content is safe.

Payment Receipt

for your payment to CT Examiner

Amount: \$20.00
Date: August 23, 2024
Invoice: 4606
Transaction: py_3Pr11HIZFUEp2sU0uNQYRD5
Paid to
CT Examiner
Billed to
Rob Brule
firstsel@waterfordct.org (Rbrule)

Other
Supplies
10101-53020

[Privacy Policy](#)

Shannon Withey

From: Apple <no_reply@email.apple.com>
Sent: Sunday, August 25, 2024 2:33 PM
To: First Selectman
Subject: Your receipt from Apple.

Other
Supplies

10/01-53020

CAUTION: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender's email address and know the
content is safe.



Receipt

Save 3% on all your Apple purchases with Apple Card.¹ Apply and use in minutes²

APPLE ACCOUNT
firstsel@waterfordct.org

DATE
Aug 25, 2024

ORDER ID
MXG35TVL9L

DOCUMENT NO.
187842323584

BILLED TO
MasterCard 6807
Rob J. Brule
15 Rope Ferry Road
Waterford, CT 06385
USA

iCloud+



iCloud+ with 50 GB of Storage
Monthly
Renews Sep 25, 2024

\$0.99

Subtotal \$0.99

Tax \$0.01

TOTAL \$1.00

amazon.com

Details for Order #114-0345816-0493853

[Print this page for your records.](#)

Order Placed: August 26, 2024

Amazon.com order number: 114-0345816-0493853

Order Total: \$76.54

PLASTIC CASE FOR
TOWN COINS &
Flags for events
Community funds
10113-52070

Not Yet Shipped

Items Ordered:

1 of: Boen Coin Holders 100Pcs 46mm 25 Assorted Sizes Coin Capsules (20pcsx 5pack) Coin Holders 16-40mm Foam Gaskets \$15.99
with Coin Case for Coin Collection.

Sold by: Boen (seller profile)

Supplied by: Other

Condition: New

1 of: 210 Pcs Small American Flags on Stick - 8 x 12 Inches Mini American Flags with Safety Spear Tip - Bulk Solid Wooden Pole \$48.99
Handheld US Flag for Parades Independence Day Memorial Day 4th of July Decorations

Sold by: Patscoral (seller profile)

Supplied by: Other

Condition: New

Shipping Address:

Waterford Town Hall C/O First Selectman
15 ROPE FERRY RD
WATERFORD, CT 06385-2806
United States

Shipping Speed:

Standard Shipping

Payment Information:

Payment Method:

Mastercard ending in 6807

Billing address

Waterford Town Hall C/O First Selectman
15 ROPE FERRY RD
WATERFORD, CT 06385-2806
United States

Item(s) Subtotal:	\$64.98
Shipping & Handling:	\$6.99
Total before tax:	\$71.97
Estimated tax to be collected:	\$4.57
Grand Total:	\$76.54

To view the status of your order, return to Order Summary.

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amazon.com

Details for Order #114-1469345-5808258

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Order Placed: August 29, 2024

Amazon.com order number: 114-1469345-5808258

Order Total: \$245.60

Not Yet Shipped

Community Funds
10113-52070
Flags for
Veteran graves
in Town
Flagpole holders
for telephone poles in
town

Items Ordered

2 of: Newwies Large American Flag on Stick 16 x 24 Inch American Hand Held Stick Flag Handheld Us Flag 4th of July USA Flag with Wooden Spear Top for Memorial Day Yard Garden(75) **Price \$52.99**

Sold by: Jananuy (seller profile)

Supplied by: Other

Condition: New

5 of: Jatec 4 Pcs Flag Holder Flag Bracket Heavy Duty House Flag Pole Holder Bracket Aluminum Mount Stainless Steel Hardware Strong and Rust Proof 1" Inner Diameter (White) **\$24.99**

Sold by: GreshonYT (seller profile) | Product question? Ask Seller

Supplied by: Other

Condition: New

Shipping Address:

Waterford Town Hall C/O First Selectman

15 ROPE FERRY RD

WATERFORD, CT 06385-2806

United States

Shipping Speed:

FREE Shipping

Payment Information

Payment Method:

Mastercard ending in 6807

Billing address

Waterford Town Hall C/O First Selectman

15 ROPE FERRY RD

WATERFORD, CT 06385-2806

United States

Item(s) Subtotal: **\$230.93**

Shipping & Handling: **\$6.99**

Free Shipping: **-\$6.99**

Total before tax: **\$230.93**

Estimated tax to be collected: **\$14.67**

Grand Total: \$245.60

To view the status of your order, return to Order Summary.

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10.10.1 -
53020
Other
Supplies
Calendar book & pens
for Rob \$12

MASTERCARD
Card No.: XXXXXXXXXXXXX6807 [T]
Contactless
Auth No.: 033846
Exp. Issuer
A00000000041010
0000008801
0110A040012220000000000000000020000
3030
Staples
the working and learning store.
Discover every tool to take on tomorrow,
including products, services
and inspiration that help you
unlock what is possible.

THANK YOU FOR SHOPPING AT

STAPLES

3109 1A 194A YDP



APPROVED

W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

ENDOR# 1799
O# — FY 25
LOSE PO Y — N —
COUNT # 10101-53020

AMOUNT \$ 14.57

TOWN OF WATERFORD
15 ROPE FERRY RD
WATERFORD CT 06385-2886

Delivery Address
Town Of Waterford - First Selectman
Attn.: Shannon Willey
15 Rope Ferry Road
Waterford CT 06385

W.B. Mason Federal ID #: 04-2465641

Important Messages

Sign up for Paperless Invoicing at wbmason.com/paperless. Your Registration Code: 5637485312

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Visit WWW.WBMASON.COM/ACCOUNTSTATEMENT.aspx to access your account, go paperless, review invoices and account statements, and link your checking account or credit card to make fast secure payments.

ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
DYM30334	LABEL 2.25X1.25,1M/RL 10101-53020	1	PK	25.12	25.12

REC'D EXCHANGE
SEP 24 2024

Inv# 248706089
W.B. MASON CO., INC
08/26/2024 # Pages 1
\$ 25.12
FP1 D0C15051387

SUBTOTAL: 25.12
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 25.12
Total Due: 25.12

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

TOWN OF WATERFORD
15 ROPE FERRY RD
WATERFORD CT 06385-2886

Remittance Section	
Customer Number	C1024535
Invoice Number	248706089
Invoice Date	08/26/2024
Terms	Net 30
Total Due	25.12

PLEASE REFERENCE INVOICE NUMBER WHEN
MAKING PAYMENT. PAY ON OUR WEBSITE OR
SEND PAYMENT TO:

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C10245352487060892487060890000000025127



W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

Credit Number	CM3032647
Customer Number	C1024535
Credit Date	08/27/2024
PO Number	10101-53020
Customer Reference	Orig Sales ID: S148093478;
Order Date	08/22/2024
Order Number	S146262776
Order Method	WEB

TOWN OF WATERFORD
15 ROPE FERRY RD
WATERFORD CT 06385-2886

Delivery Address
Town Of Waterford - First Selectman
15 Rope Ferry Road
Waterford CT 06385

W.B. Mason Federal ID #: 04-2455641

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ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
DYM30282	LABELS ADDRESS 11 8" X 3 12	-1	BX	10.55	-10.55

SUBTOTAL: -10.55
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: -10.55
Credit Amount: -10.55



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

Remittance Section	
Customer Number	C1024535
Credit Number	CM3032647
Credit Date	08/27/2024
Terms	Net 30
Credit Amount	-10.55

TOWN OF WATERFORD
15 ROPE FERRY RD
WATERFORD CT 06385-2886

CREDIT MEMO

C1024535CM3032647CM3032647-000000010551

J.P.Morgan

Expense Report

Posting Date: 07/05/2024 - 08/04/2024

Run Date: 08/13/2024
Report ID: sd10017

ROB J BRULE, TOWN OF WATERFORD
XX-57436807
15, ROPE FERRY ROAD
WATERFORD, CT 063852806 USA

Card Transactions

Posting Date	Transaction Date	Description	Receipt Amount	Posted Amount	Expense Amount	Reviewed	Approved
07/29/2024	07/29/2024	AMAZON MKTPLR 858712739 CA 95014	1.00 USD	1.00 USD	1.00 USD	✓	
Expense Description: Amazon flag toppers - community events							
Accounting Codes							
Line Item:	10113-52070						
07/29/2024	07/29/2024	AMAZON MKTPLR 858712739 CA 95014	1.00 USD	1.00 USD	1.00 USD	✓	
Expense Description: Amazon flag toppers - community events							
Accounting Codes							
Line Item:	10113-52070						
07/29/2024	07/29/2024	AMAZON MKTPLR 858712739 CA 95014	83.06 USD	83.06 USD	83.06 USD	✓	
Expense Description: Amazon flag toppers - community events							
Accounting Codes							
Line Item:	10113-52070						
Card Subtotal			269.35				
Grand Total			269.35				

Robert Brule
Signed

9/6/2024
Date

Authorized

Date

amazon.com

Details for Order #114-0655154-4038605

[Print this page for your records.](#)

Order Placed: July 15, 2024

Amazon.com order number: 114-0655154-4038605

Order Total: \$82.80

Not Yet Shipped

Items Ordered

4 off \$128 American USA Flag 1'3x5 Ft [ToughWeave Series; Embroidered; 210D Polyester] Country flag, Embroidered Stars, **Price: \$19.95**

Sewn Stripes, Indoor/Outdoor, Vibrant Colors, Brass Grommets

Sold by Smiley Home International (P28 LLC) (seller-pro)

Shipped by Other

Condition: New

Brand New, Sewn Stripes & Embroidered Stars, Made of durable Nylon, Heavy duty polyester canvas heading with five solid brass grommets, 4 rows of lock stitch on the fly hem

Shipping Address:

Waterford Town Hall C/O First Selectman

15 ROPE FERRY RD

WATERFORD, CT 06395-2806

United States

Shipping Speed:

Standard Shipping

Payment Information

Payment Method:

Mastercard ending in 6807

Billing address

Waterford Town Hall C/O First Selectman

15 ROPE FERRY RD

WATERFORD, CT 06395-2806

United States

Item(s) Subtotal: \$79.80

Shipping & Handling: \$6.99

Buy more, save: 5%: -\$3.99

Total before tax: \$82.80

Estimated tax to be collected: \$0.00

Grand Total: \$82.80

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4 American
Flags
Comment by
Guest
10/13/2020

3:50



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Order Details



iCloud+ with 50GB
storage

\$0.99

iCloud+

Town Cell iPhone

Jul 25, 2024 12:39 AM

Subtotal	\$0.99
----------	--------

Tax	\$0.01
-----	--------

Total	\$1.00
-------	--------

MasterCard •••• 6807	\$1.00
----------------------	--------

Order Date	Order ID
------------	----------

Jul 25, 2024	MXG334199Q
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[Show More](#)

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Details for Order: #114-0512706-4981857

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Order Placed: July 24, 2024

Amazon.com order number: 114-0512706-4981857

Order Total: \$82.49

Not Yet Shipped

Items Ordered

3 of 3: 9" Gold Plastic Round Spear for Indoor or Parade, Flagpole Bihal Topper

Sold by: Gethburg Flag Works (seller profile)

Supplied by: Other

Price:

\$28.99

Condition: New

Shipping Address:

Waterford, Town Hall C/O First Selectman

15 ROPE FERRY RD

WATERFORD, CT 06385-2806

United States

Shipping Speed:

Standard Shipping

Payment Information:

Payment Method:

Mastercard ending in 6897

Billing Address:

Waterford, Town Hall C/O First Selectman

15 ROPE FERRY RD

WATERFORD, CT 06385-2806

United States:

Item(s) Subtotal:

\$86.97

Shipping & Handling:

\$0.00

Total before tax:

\$86.97

Estimated tax to be collected:

\$5.52

Grand Total:

\$92.49

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amazon.com

Details for Order #114-4499175-4437817

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Order Placed: July 24, 2024

Amazon.com order number 114-4499175-4437817

Order Total: \$93.06

Not Yet Shipped

Item(s) Ordered

1 of: OFFSEEN Outdoor Flagpole Head: Eagle Head Card Head Flag Pole for Outside House Deco Outdoor Flag Pole Eagle Finial Topper Eagle Flag Topper Gold Flag Pole Eagle Topper Yard Flag Head

Price

\$22.59

Sold by: QJuta (seller profile)

Shipped by: Other

Condition: New

2 of: American Signature Heavy-Duty Aluminum Tangle-Free Spinning 5 Foot Flag Pole with Metal Mounting Rings - Outdoor Wall Mount Flagpole for Residential Commercial (5' Black)

\$32.46

Sold by: American Signature Flags (seller profile) Product question? Ask seller

Shipped by: Other

Condition: New

Shipping Address:

Waterford Town Hall C/O First Selectman

15 ROPE FERRY RD.

WATERFORD, CT 06385-2806

United States

Shipping Speed:

FREE Shipping

Payment Information

Payment Method:

Mastercard, ending in: 6807

Item(s) Subtotal:

\$97.51

Shipping & Handling:

\$8.26

Free Shipping:

-\$8.26

Billing Address:

Waterford Town Hall C/O First Selectman

15 ROPE FERRY RD.

WATERFORD, CT 06385-2806

United States

Total before tax:

\$97.51

Estimated tax to be collected:

\$5.59

Grand Total:

\$93.06

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Comments
Even's
10/13/2020
Flag topper
2 Flag poles



APPROVED

W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

VENDOR# 1794
PO# — FY 25
CLOSE PO Y — N —
ACCOUNT # 10101-53020

AMOUNT \$ 10.55

SIGN [Signature]

TOWN OF WATERFORD
16 ROPE FERRY RD
WATERFORD CT 06385-2886

DATE 8/21/24

Invoice Number	248547497
Customer Number	C1024535
Invoice Date	08/19/2024
Due Date	09/18/2024
PO Number	10101-53020
Order Date	08/15/2024
Order Number	S146093478
Order Method	WEB

Delivery Address
Town Of Waterford - First Selectman
Attn: Shannon Wilthey
16 Rope Ferry Road
Waterford CT 06385

W.B. Mason Federal ID #: 04-2455641

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ITEM NUMBER	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT PRICE
DYM30262	LABELS ADDRESS 11 8" X 3 12 10101-53020	1	BX	10.55	10.55

REC'D FINANCE
AUG 21 '24 AM 10:52

Inv# 248547497 \$ 10.55
W.B. MASON CO., INC
08/19/2024 # Pages 1 FP1 D0C1505392

SUBTOTAL: 10.55
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 10.55
Total Due: 10.55

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

TOWN OF WATERFORD
16 ROPE FERRY RD
WATERFORD CT 06385-2886

Remittance Section	
Customer Number	C1024535
Invoice Number	248547497
Invoice Date	08/19/2024
Terms	Net 30
Total Due	10.55

PLEASE REFERENCE INVOICE NUMBER WHEN
MAKING PAYMENT. PAY ON OUR WEBSITE OR
SEND PAYMENT TO:

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C10245352485474972485474970000000010554

10101-53090

FUELS & LUBRICANTS

FY2025

Board of Selectmen

FUEL USAGE FY25

	DEPARTMENT	TYPE OF FUEL	GALLONS	PRICE	AMOUNT
2024 JULY	FIRST SELECTMAN	GASOLINE	34.52	2.6994	\$ 93.18
2024 AUG	FIRST SELECTMAN	GASOLINE	51.83	2.6994	\$ 139.91
2024 SEP	FIRST SELECTMAN	GASOLINE	59.90	2.6994	\$ 161.69
2024 OCT	FIRST SELECTMAN	GASOLINE	55.77	2.6994	\$ 150.55
2024 NOV	FIRST SELECTMAN	GASOLINE	60.12	2.6994	\$ 162.29
2024 DEC	FIRST SELECTMAN	GASOLINE	49.72	2.6994	\$ 134.21
2025 JAN	FIRST SELECTMAN	GASOLINE	54.58	2.6994	\$ 147.33
2025 FEB	FIRST SELECTMAN	GASOLINE	40.26	2.6994	\$ 108.68
2025 MAR	FIRST SELECTMAN	GASOLINE	33.79	2.6994	\$ 91.21
2025 APR	FIRST SELECTMAN	GASOLINE	59.39	2.6994	\$ 160.32
2025 MAY	FIRST SELECTMAN	GASOLINE	42.09	2.6994	\$ 113.62
2025 JUN	FIRST SELECTMAN	GASOLINE	51.21	2.6994	\$ 138.24
			593.18		\$ 1,601.23