

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

BOARD OF FINANCE
AGENDA

Waterford Town Hall
Budget Hearing

Wednesday, March 3, 2021
Zoom Meeting @ 7:00 p.m.

Topic: Board of Finance Budget Meeting
Time: Mar 3, 2021 07:00 PM Eastern Time (US and Canada)

Dial by your location

- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)

Meeting ID: 835 5384 4066

Passcode: 802526

Find your local number: <https://us02web.zoom.us/j/kMJKub0Hg>

1. Call to Order
2. Public Comment
3. 10143 – Ethics Commission
4. 10132 – Conservation of Health
5. 10133 – Public Health & Nursing
6. 10120 – Miscellaneous Social Grants
7. 10119 – Youth and Family Services
8. 10135- Senior Citizens
9. 10137 – Recreation & Parks
10. Adjournment

Ronald Fedor, Chairman

TOWN OF WATERFORD
GENERAL FUND
2021-2022 PROPOSED BUDGET

DEPT/AGENCY: 10143 ETHICS COMMISSION

LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 RIM APPROP	2020/2021 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMBRAS 01/01/21	2021/2022 DEPT/ AGENCY REQUEST	2021/2022 APPROVED BD/COMM	2021/2022 FIRST SELECTMAN RECOMM	RECOMMENDED BD OF SELECTMEN (2/3/21)	2021/2022 BOARD OF FINANCE REDUCTIONS	2021/2022 RECOMMENDED BD OF FINANCE	BOF Request \$ Increase	BOF Request % Increase
PERSONNEL COSTS													
51210	CLERICAL/TECHNICAL	932	500		199	600		600	600				
51920	FICA	71	50		15	50		50	50			(600)	-100.00%
	SUBTOTAL	1,003	650	0	214	650	0	650	650	0	0	(650)	-100.00%
SERVICES													
52020	POSTAGE	0	0										
52030	PROFESSIONAL FEES	0	0		5	150		150	150			0	
52070	REIMBURSABLE EXPENSE	0	0										
	SUBTOTAL	0	0	0	5	150	0	150	150	0	0	0	
MATERIALS & SUPPLIES													
53010	OFFICE SUPPLIES	8	0			50		50	50			0	
	SUBTOTAL	8	0	0	0	50	0	50	50	0	0	0	
	DEPARTMENT TOTAL	1,011	650	0	219	850	0	850	850	0	0	(650)	-100.00%



ETHICS COMMISSION FISCAL YEAR 2022 BUDGET

Town of Waterford

FUNCTION

2.50.040 - Establishment of an *ethics* commission.

In accordance with the provision of Section 7-148h of the Connecticut General Statutes there is created an *ethics* commission. This commission is empowered to investigate or to cause to be investigated allegations levied against any town board, agency, commission, committee, official or employee of unethical conduct, corrupting influence, or illegal activities. Allegations of criminal misconduct or violations of the state penal code shall be referred to the police department or State's Attorney's office whenever such allegations come to the attention of the commission, whether upon receipt of a complaint or during the course of an investigation. Notwithstanding provisions herein to the contrary, established internal complaint procedures of any town board, agency, commission or committee, as such procedures may be amended, shall take precedence over the procedures established herein as to allegations levied against any town employee of such board or commission. Complaints which fall under the purview of an established complaint procedure of an agency shall be referred to that agency for disposition. The commission may issue subpoenas or subpoenas duces tecum, enforceable upon application to the superior court, to compel the attendance of persons at hearings and the production of books, documents, records and papers. The commission shall not initiate investigations on its own volition.

The financial needs of the commission shall be funded in the same manner as other Town funded boards and commissions. The commission shall receive no compensation for their services as such, but shall be reimbursed for their necessary expenses incurred in the performance of their duties.

Funding for the commission is comprised of clerical services (plus fringe benefits), operating services, and office supplies.

BUDGET

The total budget request for FY22 is \$850. This request represents a \$200 increase (30.77%) over FY21. The primary increase is in professional services. The commission has an outstanding investigation that is projected to be settled during the fiscal year 2022 and funds will be required for professional services throughout the investigation.

10143-51210 Clerical and Technical (\$600)

The recording secretary attends regularly-scheduled and special meetings as necessary. She prepares agendas, takes minutes and maintains the commission's files. The position is paid hourly and is budgeted at .55 hours per week for 52.5 weeks.

10143-51920 FICA (\$50)

Employer's share of social security and Medicare taxes is paid at the mandated rate of 7.65% of gross wages.

10143-52030 PROFESSIONAL FEES (\$150)

Funds are being requested for an outstanding investigation and possible claim.

10143-51920 OFFICE SUPPLIES (\$50)

Stationery, envelopes, and tapes for recording hearings.

**TOWN OF WATERFORD
ETHIC COMMISSION
PERSONNEL WORKSHEET
2021-2022 FISCAL YEAR**

DATE OF HIRE	POSITION	HOURS WORKED/WEEK	HOURLY RATE	SALARY FY22	LONGEVITY	TOTAL	FRINGE (FICA)
8/20/2013	Recording Secretary	0.55	20.82	597.74		597.74	45.73

**TOWN OF WATERFORD
ETHIC COMMISSION
SERVICES
2021-2022 FISCAL YEAR**

LINE ITEM	ACCOUNT NAME	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 TO DATE	2021-2022 PROPOSED BUDGET	\$ INCREASE/SE	% INCREASE
52010	ADVERTISING	0				0	0.00%
52030	PROFESSIONAL FEES	0			150	150	100.00%
52070	REIMBURSEABLE EXPENSES	0				0	0.00%

Funds are being requested for an outstanding investigation and possible claim.

TOWN OF WATERFORD
ETHIC COMMISSION
OFFICE SUPPLIES
2021-2022 FISCAL YEAR

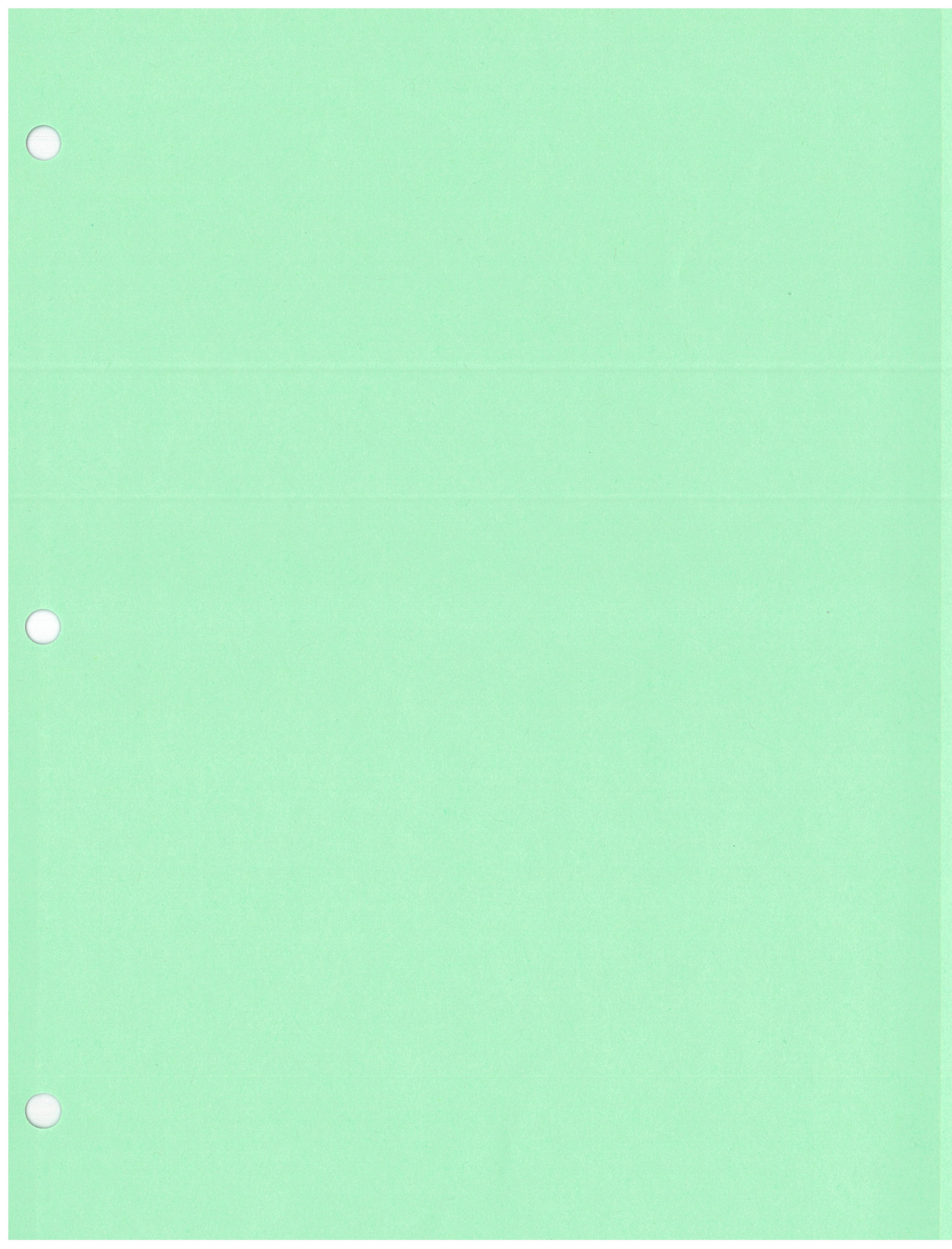
LINE ITEM	ACCOUNT NAME	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 TO DATE	2021-2022 PROPOSED BUDGET	\$ INCREASE	% INCREASE
53010	OFFICE SUPPLIES	0			50	50	100.00%

Funds are being requested for supplies for the recording clerk to use in performing the duties of the commission.

ETHICS COMMISSION
Actual Expenditures
FY-2020 and
FY-2021 thru 1/1/2021

FY-2020 Month	Clerical & Technical	FICA	Postage	Professional Fees	Reimbursable Expenses	Office Supplies	Total Expended
Jul-19							\$0.00
Aug-19	\$62.46	\$4.78					\$67.24
Sep-19							\$0.00
Oct-19							\$0.00
Nov-19	\$156.15	\$11.95					\$168.10
Dec-19	\$156.15	\$11.95					\$168.10
Jan-20							\$0.00
Feb-20	\$156.15	\$11.95					\$168.10
Mar-20	\$171.77	\$13.14					\$184.91
Apr-20	\$124.92	\$9.56					\$134.48
May-20							\$0.00
Jun-20	\$104.17	\$7.97				\$7.70	\$119.84
	\$931.77	\$71.30	\$0.00	\$0.00	\$0.00	\$7.70	\$1,010.77

FY-2021 Month	Clerical & Technical	FICA	Postage	Professional Fees	Reimbursable Expenses	Office Supplies	Total Expended
Jul-20	\$67.60	\$5.17		\$4.55			\$77.32
Aug-20							\$0.00
Sep-20							\$0.00
Oct-20							\$0.00
Nov-20	\$68.71	\$5.26					\$73.97
Dec-20							\$0.00
Jan-21							\$0.00
Feb-21							\$0.00
Mar-21							\$0.00
Apr-21							\$0.00
May-21							\$0.00
Jun-21							\$0.00
	\$136.31	\$10.43	\$0.00	\$4.55	\$0.00	\$0.00	\$151.29



TOWN OF WATERFORD
GENERAL FUND
2021-2022 PROPOSED BUDGET

DEPT/AGENCY: 10132 CONSERVATION OF HEALTH

LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 RIM APPROP.	2020/2021 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/21	2021/2022 DEPT/ AGENCY REQUEST	2021/2022 FIRST SELECTMAN RECOMM.	RECOMMENDED BD OF SELECTMEN (2/2/21)	2021/2022 BOARD OF FINANCE REDUCTIONS	2021/2022 RECOMMENDED BD OF FINANCE	BOF Approved \$ Increase	BOF Approved % Increase
SERVICES												
52075	LEDGE LIGHT HEALTH DIST.	140,082	139,197		139,197	142,282	142,282	142,282			(139,197)	-100.00%
	SUBTOTAL	140,082	139,197	0	139,197	142,282	142,282	142,282	0	0	(139,197)	-100.00%
	DEPARTMENT TOTAL	140,082	139,197	0	139,197	142,282	142,282	142,282	0	0	(139,197)	-100.00%



Promoting
healthy
communities

December 14, 2020

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

First Selectman Brule:

At their December meeting, the Board of Directors of Ledge Light Health District approved my proposal to increase the FY22 member contributions from the current per capita rate of \$7.37 to \$7.59. Based on the population reported to us by the Department of Public Health, the Town of Waterford's FY22 contribution to the District will be \$142,282.

As you are aware, the District has been able to maintain a flat per capita rate of \$7.37 since 2018, while the budgetary and operational burden placed on our organization continues to increase. This 3% increase will help to assure that our continued response to the pandemic, and all of our public health responsibilities, continue to be met.

A detailed draft budget document for FY22 is attached for your review. We have also included a report on our activities and the services offered to Waterford residents.

As you are aware from previous years, the FY22 budget will not be formally approved until April, 2021, following a public hearing.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen Mansfield", is written over a horizontal line.

Stephen Mansfield, MPH, REHS
Director of Health

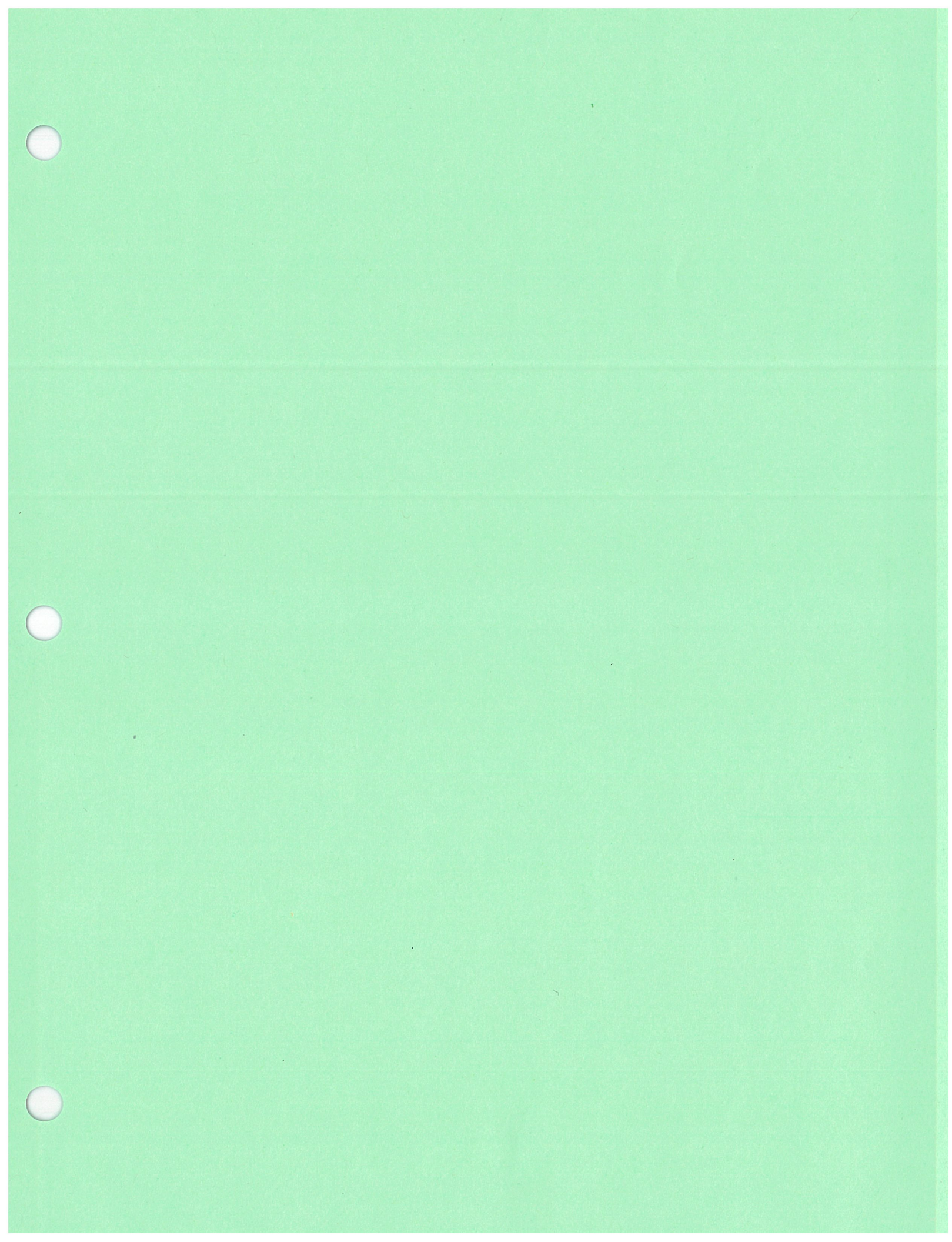
Projected Expenses

Personnel Services

Employee Salary-Core	\$1,251,580	\$3,530,317
Benefits/Payroll Taxes-Core	\$488,103	\$2,667,588
Employee Salary-Grants	\$687,337	
Benefits/Payroll Taxes-Grants	\$240,568	

Non-Personnel Operating Expenses

Facilities, Utilities and Vehicles		\$107,171
Utilities	\$18,000	
Maintenance	\$48,000	
Security	\$500	
Telophone & telecommunications	\$10,000	
Data Connection	\$6,500	
Vehicle Repair/Fees	\$3,000	
Vehicle Fuel	\$4,000	
Auto/Mileage Reimbursement	\$10,000	
Auto Insurance	\$7,171	
Supplies and Equipment		\$57,900
Office Supplies	\$9,000	
IT Supplies	\$34,000	
Program Supplies	\$7,500	
Postage, shipping, delivery	\$6,500	
Equip rental & maintenance	\$900	
Professional Services		\$66,200
Accounting fees	\$13,500	
Legal fees	\$3,500	
IT Consulting Fees	\$25,200	
Medical Consulting Fees	\$3,000	
Other Professional Service Fees	\$2,500	
Insurance Agency Fee	\$18,500	
Other Administrative Costs		\$26,650
Membership dues - organization	\$2,500	
Books, subscriptions, reference	\$750	
Staff development	\$2,500	
Community Outreach and Engagement	\$2,500	
General Liability Insurance	\$8,000	
Property Insurance	\$2,000	
Public Officials Insurance	\$1,700	
Employment Practices Insurance	\$3,200	
Umbrella Insurance	\$3,500	
Travel		
Conference, convention, meeting		
Other expenses		
CHIP Implementation/Accreditation Prep		
Program development		
Capital Assets		
Grant Non-Personnel		\$604,808



TOWN OF WATERFORD
GENERAL FUND
2021-2022 PROPOSED BUDGET

DEPT/AGENCY:		10133	PUBLIC HEALTH NURSING SERVICE									
LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 RTM APPROP.	2020/2021 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMBRAS OF 1/1/21	2021/2022 DEPT/ AGENCY REQUEST	2021/2022 FIRST SELECTMAN RECOMM	RECOMMENDED BD OF SELECTMEN (2/2/21)	2021/2022 BOARD OF FINANCE REDUCTIONS	2021/2022 RECOMMENDED BD OF FINANCE	BOF Approved \$ Increase	BOF Approved % Increase
CONTRACTED OUTSIDE AGENCIES												
58010	PUBLIC HEALTH NURSING	25,830	27,820		2,520	27,820	27,820	27,820			-27,820	-100.00%
	SUBTOTAL	25,830	27,820	0	2,520	27,820	27,820	27,820	0	0	-27,820	-100.00%
DEPARTMENT TOTAL		25,830	27,820	0	2,520	27,820	27,820	27,820	0	0	-27,820	-100.00%

VISITING NURSE ASSOCIATION OF SOUTHEASTERN CONNECTICUT, INC.

BUDGET NARRATIVE—TOWN OF WATERFORD

July 1, 2021 June 30, 2022

We annually estimate the expenditure for services for those residents who are uninsured and cannot afford to pay for care with their own funds. This may change during the fiscal year if the agency receives additional grant money or donations for indigent care. It may also change if an individual's insurance changes during the year. Our near-term and far-term plans are the same. We will continue to offer the clinics and services to the residents at the same level. As always, we will to seek outside funds through a direct mail campaign and grant proposals to assist in providing visits to residents.

The budget for VNASC service is divided in two programs: clinic services and health promotion/indigent care. The charge for the service to the town is the same hourly charge as in the comparison towns and in all the towns where the VNA provides service. The difference in the budget total is based on the amount of service that the town provides through the VNA to its residents. For instance, the East Lyme budget does not include the same level of health promotion and indigent care as Waterford, because there is not the same level of need for the service in that area. The hourly charge is \$75. This is an increase of \$1.50 per clinic hour (2%).

We believe we will be able to resume services at the previous level once the COVID-19 vaccine has been offered widely. The submitted budget represents a level amount of clinic service.

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

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

Indigent Care/Health Promotion

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

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

There is a continued need for assistance with care for those who are struggling to stay independent at home. The need for free care has reduced in the past few years due to the greater use of CT expanded Medicaid. At this time it is unknown whether the expansion will continue. Some Medicaid waiver programs are helping elderly stay at home with the assistance of Personal Care Attendants instead of the Home Health Aides previously provided through VNASC.

Visiting Nurse Association of Southeastern Connecticut

Proposed Service for the Town of Waterford

July 1, 2021-June 30, 2022

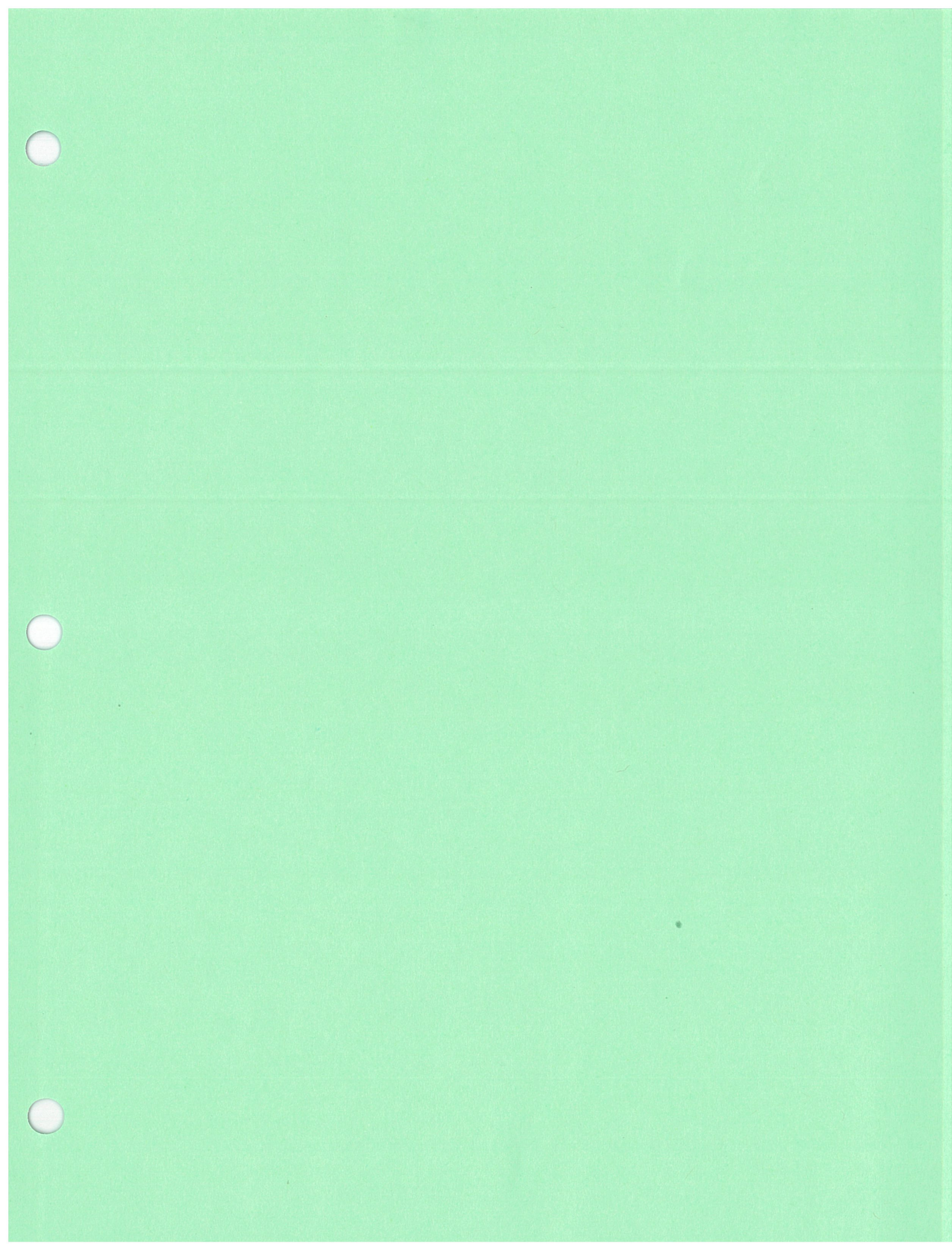
Program	Estimated Units	Estimated Cost	Service	Program Cost
Screening Clinics/Health Ed	48 hours	\$75 /hour	Multiple sites	3,600
Flu Clinics	8 hours	\$75 /hour	Multiple Sites	600
Senior Center Hours	64 hours	\$75 /hour	Nurse Managed Clinic	4,800
Homecare for the indigent/ Health Promotion	As needed but not to exceed budget	\$75 /hour Health Promotion visits and indigent care	Homecare visits as needed within budget	19,000

Total Request \$28,000

VNA of SE CT

FYE 09/30

	Actual 7/1/19-6/30/20	Budget 7/1/20-6/30/21	Estimated 7/1/20-6/30/21	Proposed 7/1/22-6/30/22
Operating Revenue				
Net Patient Service Revenue				
Medicare	9,502,017	10,018,802	9,597,037	10,219,178
Medicaid	527,819	642,059	533,097	654,900
Private Pay	43,819	49,377	44,257	50,365
Private Insurance	1,870,324	1,992,457	1,889,027	2,032,306
CCCI	302,250	368,754	305,273	376,129
Blue Cross	905,866	739,940	914,925	754,739
CMHSSC	1,808	20,552	1,826	20,963
Senior Resources	44,610	48,608	45,056	49,580
Net Patient Revenue	13,198,513	13,880,549	13,330,498	14,158,160
Other Operating Revenue				
United Way	120,360	124,164	121,564	126,648
Foundations/Grants	62,498	138,820	63,123	144,373
Special Stimulus Payment	697,154	0	704,126	0
Misc. (Sale of Service)	26,799	19,605	27,067	20,389
East Lyme Town & BOE	340,538	449,157	343,943	467,124
N. Stonington Town Only	1,296	1,284	1,309	1,335
Groton Town & BOE	727,802	1,008,172	735,080	1,048,499
Waterford Town & BOE	369,272	554,138	372,965	576,304
Stonington Town Only	9,786	30,144	9,884	31,349
Old Saybrook Town Only	23,086	25,912	23,317	26,948
New London BOE	548,867	841,885	554,356	875,560
Other School Programs	63,626	82,834	64,262	86,147
Nurse Family Partnership	500,000	500,000	500,000	500,000
Clinics Revenue (All Sources)	88,818	142,224	89,706	147,913
Day Care Fees	11,178	16,293	11,290	16,619
Contributions	89,745	99,381	90,642	101,369
Total Other Operating Revenue	3,680,825	4,034,012	3,712,633	4,170,576
Total Revenue	16,879,338	17,914,561	17,043,131	18,328,736



TOWN OF WATERFORD
GENERAL FUND
2021-2022 PROPOSED BUDGET

10120 SOCIAL SERVICE GRANTS/MISC

DEPT/AGENCY:

LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 RTM APPROP.	2020/2021 -ADDITIONAL TRANSFERS	ACTUAL EXPENSE & ENCUMBRANCE AS OF 10/1/21	2021/2022 DEPT/ AGENCY REQUEST	2021/2022 COMMITTEE APPROVED (11/2/21)	2021/2022 SELECTMAN RECOMMENDS	2021/2022 RECOMMENDED BD OF SELECTMEN (2/2/21)	2021/2022 BOARD OF FINANCE REDUCTIONS	2021/2022 RECOMMENDED BD OF FINANCE	BOF Approved \$ Increase	BOF Approved % Increase
52590	WATERFORD SHELLFISH COMMISSION	3,500	1,564		1,664	3,000	2,900	2,000	2,900			-1,564	-100.00%
52633	WATERFORD/EAST LYME SHELLFISH	5,000	1,250		0	5,000	2,500	2,500	2,500			-1,250	-100.00%
52634	SECT COUNCIL OF GOVERNMENTS	10,734	10,734		10,734	10,734	10,734	10,734	10,734			-10,734	-100.00%
52635	HISTORIC PROPERTIES COMMISSION	158	400		145	400	400	400	400			-400	-100.00%
52636	T.V.C.C.A.	5,000	5,000		5,000	5,000	5,000	5,000	5,000			-5,000	-100.00%
52638	DISABLED AMERICAN VETERANS	0	250		0	250	250	250	250			-250	-100.00%
52639	V.F.W. POST 6573, 9975 & AL 161	1,994	1,994		0	1,994	1,994	1,994	1,994			-1,994	-100.00%
52643	SAFE FUTURES	6,500	6,500		6,500	6,500	6,500	6,500	6,500			-6,500	-100.00%
52644	SEAT	35,013	35,888		35,888	35,888	35,888	35,888	35,888			-35,888	-100.00%
52645	EASTERN CT CONSERVATION DISTRICT INC	1,500	1,500		0	1,500	1,500	1,500	1,500			-1,500	-100.00%
52646	TOWN HISTORIAN	776	800		350	800	800	800	800			-800	-100.00%
	SUBTOTAL	70,175	65,980	0	60,281	71,066	67,566	67,566	67,566	0	0	-65,980	-100.00%
	CONTRIBUTIONS TO OUTSIDE AGENCIES												
58340	WTFD HISTORICAL SOCIETY		1,800		1,800	5,000	1,800	1,800	1,800			-1,800	-100.00%
58440	UNITED COMMUNITY & FAMILY SERVICES	7,200	7,200		7,200	8,000	7,200	7,200	7,200			-7,200	-100.00%
58450	THE ARC OF NEW LONDON COUNTY	1,800	1,800		0	1,800	1,800	1,800	1,800			-1,800	-100.00%
58595	NL HOMELESS HOSPITALITY CENTER	4,000	5,000		5,000	5,000	5,000	5,000	5,000			-5,000	-100.00%
	SACCEC	0	0		0	1,000	1,000	1,000	1,000				
	SUBTOTAL	13,000	15,800	0	14,000	20,800	16,800	16,800	16,800	0	0	-15,800	-100.00%
	DEPARTMENT TOTAL	83,175	81,780	0	74,281	91,866	84,366	84,366	84,366	0	0	-81,780	-100.00%

MINUTES

Social Service Grants Review Committee-Special Meeting

Tuesday, January 12, 2021

Waterford Town Hall VIA ZOOM

Meeting ID: 436 089 7991

Passcode: 123123

One tap mobile

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+19292056099,,4360897991#,,,,*123123# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

2021 JAN 13 PM 3:25

Members Present: First Selectman Robert Brule, John W. Sheehan, Board of Finance, Danielle Steward-Gelinas, RTM, Sally B. Ritchie, RTM

Staff Present: Kim Allen

BUDGET HEARINGS

First Selectman Brule called the meeting to order at 10:01a.m. Mr. Brule introduced the members of the Committee and explained the social service grant process to those present.

It was the consensus of the committee that further discussion of grant funding will continue onto the Board of Selectmen's budget hearing on February 2, 2021.

Thames Valley Council for Community Action (TVCCA), requesting \$5,000.

Deb Monahan, Executive Director was present to review and discuss this request.

MOTION was made by Mr. Sheehan and seconded by Ms. Gelinas to tentatively approve a total budget request in the amount of \$5,000. **VOTE: 4- 0**

Safe Futures requesting \$6,500.

Karen Camboulives, and Mary Soussloff was present to review and discuss this request.

MOTION was made by Ms. Gelinas and seconded by Ms. Gelinas to tentatively approve the total budget request in the amount of \$6,500. **VOTE: 4-0**

United Community & Family Services, requesting \$8,000.

Melissa Banks Floyd, Grants Manager, and Pam Kinder

MOTION was made by Mr. Sheehan and seconded by Ms. Gelinas to tentatively approve a total budget request in the amount of \$7,200. **VOTE: 4- 0**

The Arc of New London County, requesting \$1,800.

Penny Newbury was present to review and discuss this request.

MOTION was made by Mr. Sheehan and seconded by Ms. Gelinas to tentatively approve a budget request in the amount of \$1,800. **VOTE: 4- 0**

Historic Properties Commission, requesting \$400.

MOTION was made by Mr. Sheehan and seconded by Ms. Gelinas to tentatively approve a budget request in the amount of \$400. **VOTE: 4- 0**

Municipal Historian, requesting \$800.

Robert M. Nye, Municipal Historian, was present to review and discuss this request.

MOTION was made by Mr. Sheehan and seconded by Ms. Gelinas to tentatively approve the total budget request in the amount of \$800. **VOTE: 4- 0**

Disabled American Veterans, requesting \$250.

MOTION was made by Mr. Sheehan and seconded by Ms. Gelinas to tentatively approve the total budget request in the amount of \$250. **VOTE: 4- 0**

Veterans of Foreign Wars; Post #6573, #9975, and American Legion #161, requesting \$1,994.

Gail was present to review and discuss this request

MOTION was made by Mr. Sheehan and seconded by Ms. Gelinas to tentatively approve the total budget request in the amount \$1,994. **VOTE: 4- 0**

Waterford Shellfish Commission, requesting \$3,000

Doug Lawson was present to review and discuss this request.

MOTION was made by Mr. Sheehan and seconded by Ms. Gelinas to tentatively approve the total budget request in the amount of \$2,000. **VOTE: 4 - 0**

Waterford-East Lyme Shellfish Commission, requesting \$5,000

Peter Harris was present to review and discuss this request

MOTION was made by and seconded by to tentatively approve the total budget request in the amount of \$2,500. **VOTE: 4-0**

SouthEast Area Transit (SEAT), requesting \$35,888

Michael Carroll, was present to review and discuss this request

MOTION was made by Ms. Gelinas and seconded by Ms. Ritchie s to tentatively approve the total budget request in the amount of \$35,888. **VOTE: 4- 0**

Eastern Connecticut Conservation District, Inc., requesting \$1,500.

Dan Mullins, was present to review and discuss this request

MOTION was made by Mr. Sheehan and seconded by Ms. Gelinas to tentatively approve a budget request in the amount of \$1,500. **VOTE: 4- 0**

Southeastern Connecticut Council of Governments (SCCOG), requesting \$10,734.

Jim Butler, Executive Director spoke on behalf of SCCOG

MOTION was made by Mr. Sheehan and seconded by Ms. Gelinas to tentatively approve the total budget request in the amount of \$10,734. **VOTE: 4 - 0**

New London Homeless Hospitality Center, requesting \$5,000.

Steve Elci was present to discuss and review this request.

MOTION was made by Mr. Sheehan and seconded by Ms. Ritchie to tentatively approve the total budget request in the amount of \$5,000. **VOTE: 4 - 0**

Sexual Assault Crisis Center of Eastern Connecticut requesting \$1,000.

Georgette J. Katin, Executive Director spoke on behalf of SACCEC

MOTION was made by Mr. Sheehan and seconded by Ms. Ritchie to tentatively approve the total budget request in the amount of \$1,000. **VOTE: 4 - 0**

Services Grant total \$67,566

MOTION was made by Mr. Sheehan and seconded by Ms. Ritchie to tentatively approve the total budget request in the amount of \$67,566. **VOTE: 4 – 0**

Contribution to outside agencies \$16,800-

MOTION was made by Mr. Sheehan and seconded by Ms. Ritchie to tentatively approve the total budget request in the amount of \$16,800. **VOTE: 4 – 0**

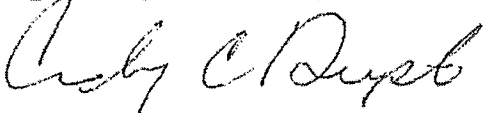
Total Social Service Budget-

MOTION was made by Mr. Sheehan and seconded by Ms. Ritchie to tentatively approve the total Social Service Grants/Misc Budget for FY 21/22 in the total amount of \$ 84,366.

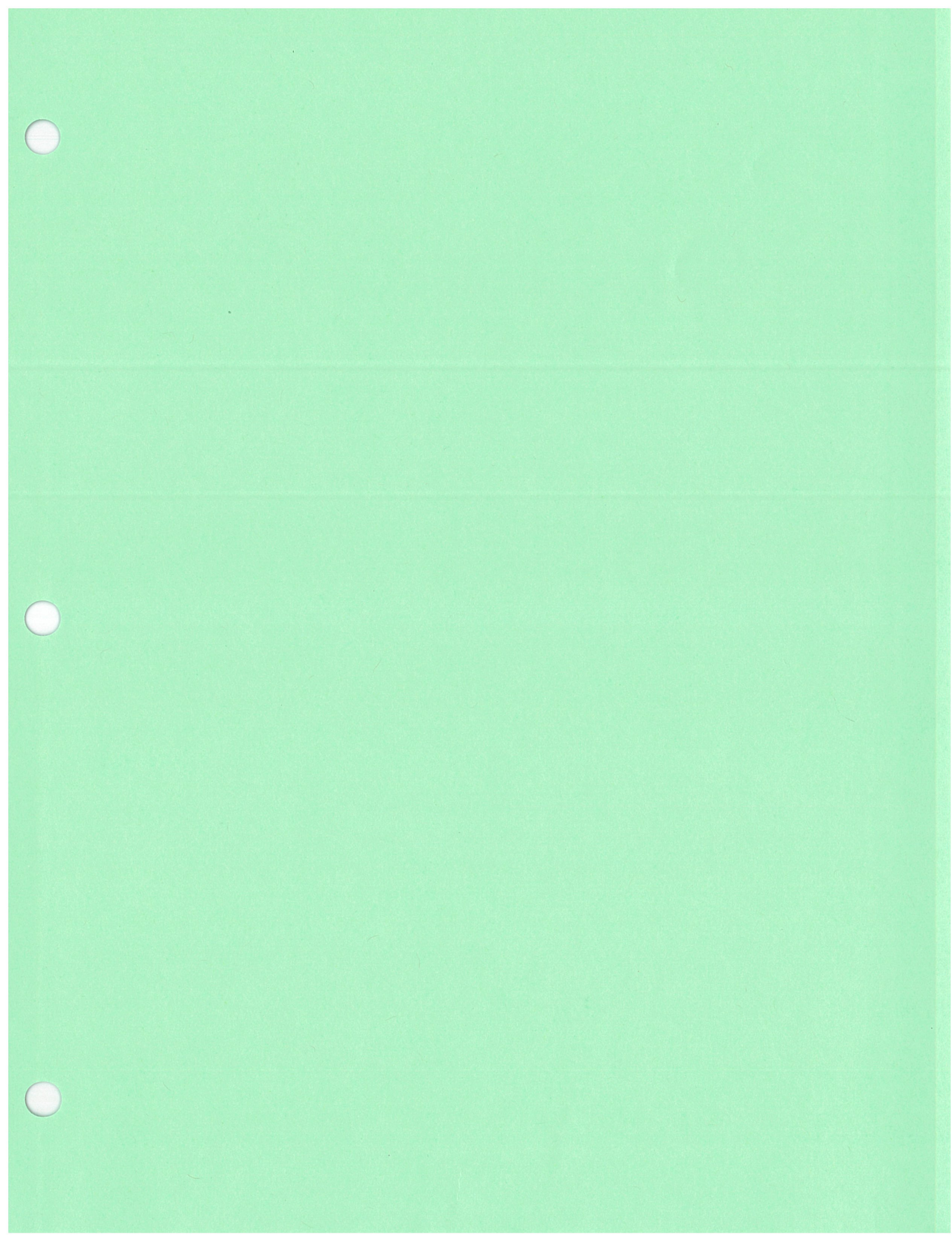
VOTE: 4 – 0

There being no further business to come before the Committee and upon a motion made by Mr. Sheehan, seconded by Ms. Ritchie, and unanimously approved, the meeting was adjourned at 1:09 p.m.

Respectfully Submitted,



Cindy Dupointe
Recording Secretary



TOWN OF WATERFORD
GENERAL FUND
2021-2022 PROPOSED BUDGET

DEPT/AGENCY:

10119

YOUTH & FAMILY SERVICES

LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 RIM APPROB.	2020/2021 ADDITIONAL TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/21	2021/2022 DEPT/ AGENCY REQUEST	2021/2022 APPROVED BD/COMM. (12/10/20)	2021/2022 SELECTMEN RECOMMENDS	RECOMMENDED BD OF SELECTMEN (2/2/21)	2021/2022 BOARD OF FINANCE REDUCTIONS	2021/2022 RECOMMENDED BD OF FINANCE	BOS Approved \$ Increase	BOS Approved % Increase
PERSONNEL COSTS													
51110	ADMINISTRATION	144,933	141,352		70,021	141,683	141,683	141,683	141,683			-141,352	-100.00%
51210	CLERICAL/TECHNICAL	43,533	42,339		21,750	46,542	96,658	46,542	46,542			-42,339	-100.00%
51810	OVERTIME	366	0		115	0	0	0	0			0	#DIV/0!
51920	FICA	13,375	14,052		6,137	14,399	18,233	14,399	14,399			-14,052	-100.00%
	SUBTOTAL	202,207	197,743	0	98,023	202,624	256,574	202,624	202,624	0	0	-197,743	-100.00%
SERVICES													
52020	POSTAGE	235	200		76	200	200	200	200			-200	-100.00%
52030	PROFESSIONAL FEES	14,922	22,000		9,538	22,000	22,000	22,000	22,000			-22,000	-100.00%
52040	SERVICE CONT. & REPAIRS	1,247	1,200		696	1,060	1,060	1,060	1,060			-1,200	-100.00%
52050	DUES, CONF. & EDUCATION	550	550		550	550	550	550	550			-550	-100.00%
52080	TELEPHONE	3,234	2,200		1,325	2,200	3,840	2,200	2,200			-2,200	-100.00%
52100	ELECTRICITY	13,647	16,000		4,637							-16,000	-100.00%
52110	WATER	82	200		37							-200	-100.00%
52120	SEWER	282	650		273	4,000	4,000	4,000	4,000			-650	-100.00%
52380	PROGRAMS	6,504	4,000		776							-4,000	-100.00%
	SUBTOTAL	40,703	47,000	0	17,908	30,010	31,650	30,010	30,010	0	0	-47,000	-100.00%
	DEPARTMENT TOTAL	242,910	244,743	0	115,931	232,634	288,224	232,634	232,634	0	0	-244,743	-100.00%

TOWN OF WATERFORD
GENERAL FUND
2021-2022 PROPOSED BUDGET

DEPT/AGENCY:

10119

YOUTH & FAMILY SERVICES

LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 R/M APPROP.	2020/2021 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMBRAS OF 1/1/21	2021/2022 DEPT/ AGENCY REQUEST	2021/2022 APPROVED BD/COMM. (12/10/20)	Department Request \$ Increase	Department Request % Increase	2021/2022 RECOMMENDED BD OF SELECTMEN	BOS Request \$ Increase	BOS Request % Increase
PERSONNEL COSTS												
51110	ADMINISTRATION	144,933	141,352		70,021	141,683	141,683	331	0.23%			
51210	CLERICAL/TECHNICAL	43,533	42,339		21,750	46,542	46,542	4,203	9.93%			
51810	OVERTIME	366	0		115	0	0	0	#DIV/0!			
51920	FICA	13,375	14,052		6,137	14,399	14,399	347	2.47%			
	SUBTOTAL	202,207	197,743	0	98,023	202,624	202,624	4,881	2.47%	0	0	
SERVICES												
52020	POSTAGE	235	200		76	200	200	0	0.00%			
52030	PROFESSIONAL FEES	14,922	22,000		9,538	22,000	22,000	0	0.00%			
52040	SERVICE CONT. & REPAIRS	1,247	1,200		696	1,060	1,060	(140)	-11.67%			
52050	DUES, CONF. & EDUCATION	550	550		550	550	550	0	0.00%			
52080	TELEPHONE	3,234	2,200		1,325	2,200	2,200	0	0.00%			
52100	ELECTRICITY	13,647	16,000		4,637			(16,000)	-100.00%			
52110	WATER	82	200		37			(200)	-100.00%			
52120	SEWER	282	650		273			(650)	-100.00%			
52380	PROGRAMS	6,504	4,000		776	4,000	4,000	0	0.00%			
	SUBTOTAL	40,703	47,000	0	17,908	30,010	30,010	(16,990)	-36.15%	0	0	
	DEPARTMENT TOTAL	242,910	244,743	0	115,931	232,634	232,634	(12,109)	-4.95%	0	0	

Town of Waterford Youth & Family Services

FY 22 Budget ~ 10119 Youth & Family Services

Prepared by Dani Gorman, MS, Director

Presented on behalf of the Youth & Family Services Advisory Board

Mike Buscetto, Chairman

FY22: \$232,634

FY 21:\$244,743

Waterford Youth & Family Services

2021-2022

FY 22 Annual Budget

Index

Duties and Responsibilities of WYFS	Page 3
Plans to Restrain Budgetary Growth	Page 4
<u>51000 Series Salaries</u>	
10119-51110 Administration	Page 5
10119-51210 Clerical	Page 5
10119-51920 FICA	Page 5
<u>52000 Series Services</u>	
10119-52020 Postage	Page 6
10119-52030 Professional Fees	Page 6
10119-52040 Service Contracts	Page 6
10119-52050 Dues and Memberships	Page 7
10119-52080 Phone	Page 7
10119-52380 Programs	Page 7
Total Budget Calculation	Page 8
Personnel Cost Summary	Page 9
Fringe Benefit Cost Summary	Page 10
Inventory Update	Page 11
Revenues	Page 12
Fee Schedule	Page 13
Grant Funding	Page 14
Camp DASH Seasonal Staff	Page 15

WYFS FY22

To: Board of Selectmen, Board of Finance

From: Dani Gorman, Director of Youth & Family Services

Re: Duties and Responsibilities of Waterford Youth & Family Services ~ FY 22

State statute and town ordinance define the purpose of Youth & Family Services as the fundamental source for programs, initiatives, and services that promote the emotional well-being of its consumers. Through prevention, intervention, and rehabilitation services, residents up to the age of 55 are provided with seamless access to our mental health care, diversified programs, food bank, and human services. Since our inception in 1991, the department has promoted quality care services that are responsive to the needs of the community.

The “seed” funding for Youth and Family Services is generated from the State of Connecticut Department of Children and Families in the amount of fourteen thousand dollars (\$14,000) per year, but it is the Town’s allocation of the general government budget that allows the department to carry-out the vast majority of its defined duties and responsibilities. Through grant funding and community support, the department has successfully managed to enhance all aspects of program operations and expand its capacity to deliver distinct, community-based services that now include a food bank and social services programs.

In the past year, the department put into place extraordinary measures to sustain the quality of life for residents hard hit by the pandemic and who faced unimaginable disruptions in their lives. With detailed and immediate focus, programs were expanded to help residents of all ages secure help with food, shelter, schooling, and many other basic human needs.

In FY22, the proposed budget is a reflection of how we can better meet the operational needs of the department. With a duty and responsibility to all residents who continue to reach out to us at unprecedented levels, it is vital that our staffing levels are on par with the demand for services.

The proposed budget reaffirms our ability and capacity to respond to the ever-evolving needs of residents and recommit ourselves to making a difference in Waterford.

To: Board of Selectmen, Board of Finance

From: Dani Gorman, Director of Youth and Family Services

Re: Plans to Restrain Budgetary Growth

In FY 22, the Youth & Family Services' budget presentation maintains its commitment to restrain spending whenever possible. However during the past decade, residents (at record levels) have increasingly turned to us for help with services that span from mental health to basic human needs like food and housing. In Fiscal Year 20, we had 19, 998 contacts with residents and providers. These purposeful interactions between staff and residents reflected engagements that provided children and adults with resources, opportunities, and / or support. Residents, other town departments, schools, police, courts and outside organizations have more and more looked to us as a hub or starting point for help. Data collected from consumer satisfaction surveys have consistently shown the department has demonstrated a capacity that "exceeds expectations" to provide support and coordinate efforts to deliver services that are high quality, efficient, accessible and equitable. Even while survey results reflect excellence in our industry, this has all been accomplished with a small core staff of 3 full time employees supported by an auxiliary group of seasonal staff to keep our functions afloat and to meet the demand for our services.

In FY21, we have routinely retained the services of a seasonal employee at 19 hours per week / year-round to contend with the gaps in coverage. Additionally, the demand for services necessitated the full time clerk work overtime and work schedules of other seasonal employees reflect even more hours and staff were utilized. All of this paid through grants and revenues collected from Camp DASH that hindered the development of additional programs for our consumers.

It has become increasingly clear that seasonal / part-time staff cannot adequately augment the need for an additional full time position that could provide support, coherence and continuity in the delivery of services.

Within the 52000 series, all utilities were removed from the department's budget as directed and reassigned to the Public Works budget. A slight decrease was made to the service contract line due to a new leasing contract and copier and an increase was made to the phone line item which is directly related to the increased demand for our off-site and virtual services.

On behalf of our Chairman and the Youth & Family Services Advisory Board, I respectfully present the Waterford Youth & Family Services Fiscal Year 2022 Budget for your review and consideration:

SERIES 51000: Personnel / Salaries**Administration: 10119-51110**

Director (DOH 12/01/08) GGA Class D 261 Days Longevity 1%	\$85,523 \$855 \$86,378
Program Coordinator GGA Class A 261 Days	\$55,305

Clerical: 10119-51210*

Youth Services Secretary Full Time, Active Status Grade F S5 35 hour per week position	\$46,542
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*A \$5,000 stipend received from BOE (see projected FY22 revenue) will be used to provide clerical support.

Total Salaries (Administrative + Clerical)	\$188,225
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FICA: 10119-51920

Salaries: \$188,225 FICA Rate: x .0765 Total FICA	\$14,399
--	-----------------

TOTAL SERIES 51000:	\$202,624
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SERIES 52000: Services**Postage: 10119-52020**

Background: Postage expenses have remained low due to the department's efforts to use electronic mail whenever possible. No changes are proposed.

Budget Year	Amount Requested	Amount Spent
18-19	\$200	\$233
19-20	\$200	\$130
20-21	\$200	YTD \$51

YTD as of

Postage Request FY 22	\$200
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Professional Fees: 10119-52030

Background: Contracted services are provided by licensed / self-insured clinicians. In the past couple of years we have been able to utilize funding through grants. Costs associated with this line are consumer-driven and off-set by grant funding. Based on recent trends and the current high demand for services due to the pandemic, it is proposed to maintain this line at its current level of funding.

Budget Year	Amount Requested	Amount Spent
18-19	\$10,810	\$16,235
19-20	\$24,000	\$14,922
20-21	\$22,000	YTD \$9,537

Professional Fees Request FY 22	\$22,000
--	-----------------

Service Contracts and Repairs: 10119-52040

Background: The only amount requested in this line is for the department's leased copier. Cost per month = \$88.33.

Budget Year	Amount Requested	Amount Spent
18-19	\$7,860	\$1,200
19-20	\$8,228	\$1,247
20-21	\$1,200	YTD \$198

Service Contracts Request FY 22	\$1,060
--	----------------

Dues, Conferences and Education: 10119-52050

Background: The annual dues is for Waterford to maintain its membership with the Connecticut Youth Services Association (CYSA). Consisting of 99 member towns, CYSA advocates to sustain or increase state funding.

Budget Year	Amount Requested	Amount Spent
18-19	\$475	\$475
19-20	\$475	\$475
20-21	\$550	YTD \$550

Dues, Conferences FY 22	\$550
--------------------------------	--------------

Phone: 10119-52080

Background: The costs for this line applies to cell phones which are carried off-site and after-hours.

Budget Year	Amount Requested	Amount Spent
18-19	\$600	\$1,473
19-20	\$1,500	\$3,234
20-21	\$2,200	YTD \$1,325

Phone Request FY 22	\$2,200
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Programs: 10119-52380

Background: Costs which are not covered by grants. A slight increase based on increased costs.

- Afterschool, Family, Youth Programs Supplies and Special Guests: 60 sessions, 2 family events, 1 youth event.
- Other: \$588 Cable TV for counseling waiting room = \$49 per month (1 year) (Basic)

Budget Year	Amount Requested	Amount Spent
18-19	\$3,321	\$2,962
19-20	\$3,321	\$6,504
20-21	\$4,000	YTD \$776

Program Request FY 22	\$4,000
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TOTAL SERIES 52000	\$30,010
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Total Budget Calculation

TOTAL SERIES 51000	\$202,624
TOTAL SERIES 52000	\$30,010
TOTAL BUDGET 2020 – 2022 (FY 22)	\$232,634

Personnel Cost Summary
Youth Services Bureau
FY 2021 – 2022 (FY 22) Budget

Line Item	Position	Date of Hire	Status	Salary 2021	Salary 2022	Longevity Overtime	FICA
51110	Director	12/01/08	Active	\$85,195	\$86,378	\$855	\$6,608
51110	Program Coordinator	Vacant		\$55,305	\$55,305	n/a	\$4,231
TOTAL 51110	>	>	>	\$137,073	\$141,683	\$855	\$10,839

Line Item	Position	Date of Hire	Status	Salary 2020	Salary 2022	Longevity Overtime	FICA
51210	Secretary Clerk	12/22/14	Active	\$42,339	\$46,542	n/a	\$3,560
TOTAL 51210	>	>	>	\$42,339	\$46,542	>	\$14,399

Total 51110	\$142,538
Total 51210	\$46,542
TOTAL	\$189,080

**FRINGE BENEFIT WORKSHEET
2020-2022 FISCAL YEAR**

TOWN OF WATERFORD								
PERSONNEL WORKSHEET - SAMPLE DEPARTMENT								
2020/2021 FISCAL YEAR								
								LINE 51920
DATE OF HIRE	EMPLOYEE	HOURS WORKED D/ WEEK	HOURLY RATE	SALARY 2020/20 21	SALARY 2021/20 22	LONGEVI TY	TOTAL EMPLOY EE SALARY	PAYROL L TAXES (FICA)
51110 - ADMINISTRATION								
12/01/08	Director	40	N/A	85,195.	\$86,378	855.00	\$86,378	6,6608
01/17/19	Program Coordinator	40	N/A	55,305	55,305	na	\$55,305	4,231
	TOTALS			140,500	140,828	855.00	141,683.00	10,839
51210 - CLERICAL/TECHNICAL								
12/22/14	Clerk	35	\$	42,3390	46,542		46,542	3,560
	TOTALS			42,339.	46,542	0.00	46,542	14,399
51810 - OVERTIME								
						0.00	0.00	0.00
TOTALS - DEPARTMENT								
				182,839	188,225	855.00	189,080	14,399
WORKDAYS	WEEKS TO BUDGET							
261	52							

INVENTORY UPDATE

WYFS FY22

EQUIPMENT AND VEHICLES in EXCESS OF \$1,000

Department/Agency:

Equipment/Vehicles purchased or disposed

<u>DESCRIPTION OF ITEM</u>	<u>DATE OF PURCHASE</u>	<u>COST</u>	<u>LOCATION</u>
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N/A

Budgeted acquisition –

DATE OF ESTIMATED

<u>DESCRIPTION OF ITEM</u>	<u>PURCHASE</u>	<u>ESTIMATED COST</u>
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N/A

**TOWN OF WATERFORD
PROPOSED REVENUE BY DEPARTMENT
2021-2022 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: Youth and Family Services

LINE ITEM	2018-2019 BUDGET	2019-2020 ACTUAL	2020-2021 BUDGET	2021-2022 PROPOSED	VARIANCE
Alarm Monitoring					0
Alarm Penalties					0
Ambulance Subsidy					0
Beach Admission Fees					0
Benefit Assessments					0
Bulky Waste Fees					0
Conveyance Tax					0
Copy Fees					0
East Lyme Animal Control Fee					0
Enhanced E 9-1-1					0
Fines/Penalties					0
Hazardous Household Waste					0
Inspection Fees					0
Interest/Lien Fees					0
Inter-Municipal Revenues					0
Miscellaneous					0
Permitting/Licensing Fees					0
Program/Registration Fees					0
Recording Fees					0
Regional Communications Fees					0
Rentals					0
Sale of Recyclables					0
State Operational Grants	\$14,000	\$ 14,000	\$14,000	\$14,000	0
Tipping Fees					0
Versa Kart/Blue Box Purchases					0
*BOE Stipend	\$5,000	\$5,000	\$5,000	\$5,000	0
					0
					0
					0
					0
TOTALS	\$19,000	\$19,000	\$19,000	\$19,000	0

WATERFORD YOUTH SERVICES

FEE SCHEDULE

WYFS FY22

Program	Fee	Estimated Yearly Income	YTD
Afterschool Programs	\$30	\$4,050	\$1,080

Waterford Youth Services Bureau Grant Funding*

Grant	19-20	20-21	21-22
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DHMAS Local Prevention Council	\$4,152	\$4,152	\$4,152
Gardiner Family Foundation (Donation)	\$15,000	\$15,000	15,000
State Dept. of Education	\$14,000	\$14,200	\$14,200
State Dept. of Education Youth Enhancement	\$6,250	\$10,300	\$10,300
Total Grant Funding	\$39,402	\$43,652	\$43,652

*We continue to seek out alternative sources of funding and innovative opportunities which permit us to sustain and / or “grow” programs and services.

Town of Waterford Youth & Family Services
Special Revenues Program* Staff

		Average #	
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Seasonal / Occasional Position	Grade	Employees	Youth Services Program
Seasonal Assistants	01	3-8	• Camp D.A.S.H. • Afterschool Camp • Parent / Caregiver Programs • Recess Programs
Camp Assistant	04	25-50	• Camp D.A.S.H. • Afterschool Camp Activities • Recess Programs
Youth Services Assistant	10	5-10	• Camp D.A.S.H. • Afterschool Camp Activities • Weekend Programs • Recess Programs
Camp Director	11	5	• Camp D.A.S.H. • Afterschool Camp Activities • Recess Programs

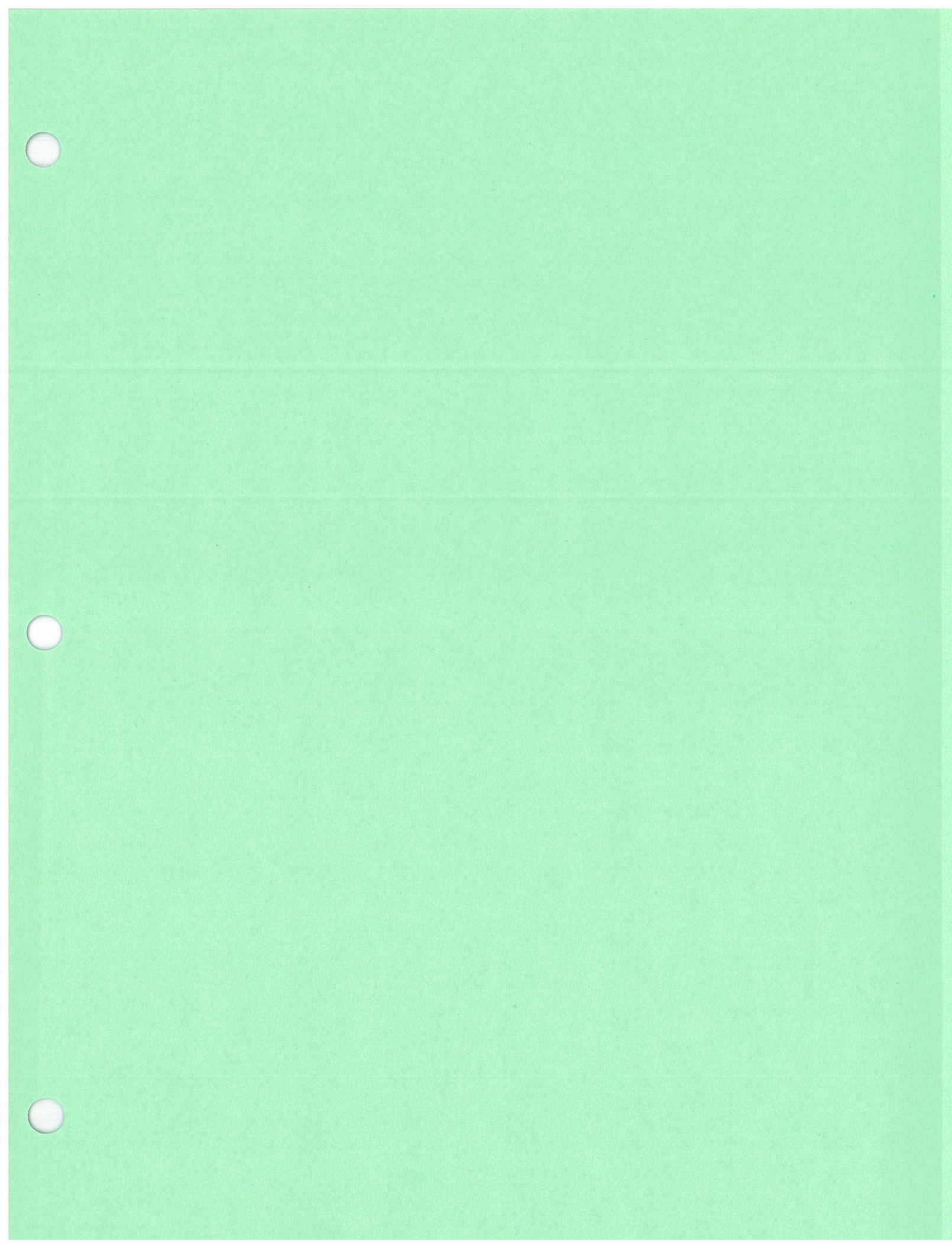
*All positions listed have been vetted through the Personnel Review Board and Human Resources. None of the positions are contractual in nature and / or defined as "independent contractors."

Camp D.A.S.H. is 6-8 week summer camp program, offered M-F from 7:30am-5:30pm. The camp (seasonally) employs approximately 60 people with each staff person engaging in 15-35 hours per week. Camp tuition payments subsidize all salaries, supplies, activities, and fringe benefits.

Camp D.A.S.H. inspired afterschool programs are offered during the school year in 6-8 week cycles per program. Each afterschool program (seasonally) employs 3 staff. Program fees and grants subsidize salaries, supplies, activities, and fringe benefits.

Recess / special programs are often Camp D. A.S.H. inspired mini workshops and take place during the holidays or weekends. Based on need, each program (seasonally) employs 3-5 staff. Salaries are paid through grant funds.

None of these positions exceed 988 hours per year.



TOWN OF WATERFORD
GENERAL FUND
2021-2022 PROPOSED BUDGET

DEPT/AGENCY: 10135 SENIOR CITIZEN COMMISSION

LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 RTM APPROP	2020/2021 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMBRAS OF 11/21	2021/2022 DEPT/ AGENCY REQUEST	2021/2022 APPROVED BD/COMM. (12/15/20)	2021/2022 SELECTMAN RECOMMENDS	RECOMMENDED BD OF SELECTMAN (2/2/21)	2021/2022 BOARD OF FINANCE REDUCTIONS	2021/2022 RECOMMENDED BD OF FINANCE	BOF Approved's Increase	BOF Approved's Increase
PERSONNEL COSTS													
51110	ADMINISTRATION	150,026	148,882		73,295	149,455	149,455	149,455	149,455				(148,882)
51210	CLEARING/TECHNICAL	172,351	212,639		72,170	217,381	217,381	217,381	217,381				(212,639)
51635	INSTRUCTORS	12,308	17,071		2,556	14,369	14,369	14,369	14,369				(17,071)
51810	OVERTIME	639	891		356	931	931	931	931				(891)
51920	FICA	24,414	29,030		10,675	29,233	29,233	29,233	29,233				(29,030)
	SUBTOTAL	359,738	408,513	0	159,052	411,369	411,369	411,369	411,369	0	0		(408,513)
SERVICES													
52010	ADVERTISING	334	344		48	344	344	344	344				(344)
52020	POSTAGE	1,674	1,802		781	1,808	1,808	1,808	1,808				(1,802)
52039	ADA SERVICES	0	450		0	450	450	450	450				(450)
52040	SVC. CONTRACTS & REPAIRS	56,210	49,374		25,143	35,378	35,378	35,378	35,378				(49,374)
52050	DUES, CONF & EDUCATION	250	530		0	530	530	530	530				(530)
52090	HEATING FUEL	5,414	8,308		2,129	0	0	0	0				(8,308)
52100	ELECTRICITY	24,968	30,876		9,238	0	0	0	0				(30,876)
52115	WATER/SEWER	2,008	2,220		405	0	0	0	0				(2,220)
52130	PHYSICAL EXAMINATIONS	1,023	1,220		291	1,520	1,520	1,520	1,520				(1,220)
52380	PROGRAMS	17,198	26,370		2,247	26,370	26,370	26,370	26,370				(26,370)
	SUBTOTAL	109,979	121,494	0	40,252	66,400	66,400	66,400	66,400	0	0		(121,494)
MATERIALS & SUPPLIES													
53010	OFFICE SUPPLIES	401	673		46	639	639	639	639				(673)
53020	OTHER SUPPLIES	2,682	2,611		1,445	2,658	2,658	2,658	2,658				(2,611)
53070	AUTO REPAIRS	1,030	3,024		630	3,088	3,088	3,088	3,088				(3,024)
53090	FUELS & LUBRICANTS	3,497	8,970		784	6,318	6,318	6,318	6,318				(8,970)
	SUBTOTAL	7,610	15,278	0	2,905	12,703	12,703	12,703	12,703	0	0		(15,278)
EQUIPMENT													
54020	FITNESS EQUIPMENT	0	1,825		0	0	0	0	0				(1,825)
54030	KITCHEN EQUIPMENT	136	120		30	120	120	120	120				(120)
54050	AUTOMOTIVE EQUIPMENT	730	897		57	897	897	897	897				(897)
	SUBTOTAL	866	2,842	0	87	1,017	1,017	1,017	1,017	0	0		(2,842)
	DEPARTMENT TOTAL	477,293	548,127	0	202,336	491,489	491,489	491,489	491,489	0	0		(548,127)



SENIOR SERVICES FISCAL YEAR 2022 BUDGET

Town of Waterford

FUNCTION

Chapter 4.4 of the Waterford Town Ordinances constitutes and outlines the creation of the Senior Services Commission.

2.72.060 – Duties

The commission shall:

- A. Identify, analyze and evaluate services and facilities for Waterford *senior* citizens provided by public and private agencies of the community, state and federal governments;
- B. Formulate and administer policy while continuously studying conditions and needs of Waterford *senior* citizens in relation to housing, economics, employment, health, transportation, recreation and other matters concerning their welfare; and
- C. Define the term "*senior* citizen" as it shall be construed for the purpose of administering the duties and responsibilities of the commission.

2.72.080 - Finances.

The financial needs of the commission shall be funded in the same manner as other town commissions, except that any gifts and donations, without limitation, to the Waterford *senior* citizens commission shall be deposited in the Waterford citizens commission's special revenue account and used for the specific purposes designated at the time of the donation/gift.

December 22, 2020

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

Dear Mr. Brule,

Enclosed for review is the Senior Citizens Commission's proposed budget for Fiscal Year 2022 in the amount of \$491,489. This figure represents a 10.33% decrease over last Fiscal Year (\$548,127). The total dollar reduction from last year is \$56,638.00. Part of this reduction was realized by the moving of Community Center maintenance costs to a centralized town building maintenance budget. The amount moved out of our building maintenance lines is \$53,365. This still leaves a true reduction in the Waterford Senior Citizens Commission budget of \$3,273.00 from the previous fiscal year. This budget is the result of hard work done by staff and commission members to recognize that we are in very difficult financial times. Our goal was to present as lean a budget as possible while still acknowledging that we are serving the most vulnerable population in the middle of a worldwide pandemic.

This budget supports services for Waterford seniors including transportation, Meals-On-Wheels, Medicare counseling, remote activities, drive-out and drive-in luncheons, assistance with TVCCA Energy Assistance applications, follow-up with Protective Services for the Elderly referrals, and the planning and executing of remote, distanced events such as outdoor concerts. During the months of January through October of 2019, 8,590 meals were delivered to homebound seniors in Waterford. During those same months in 2020, 11,902 meals were delivered to Waterford seniors. That is an almost 39% increase.

Transportation remains a vital service to seniors. During the beginning of the pandemic, our buses were not running. We needed to make some physical modifications to our buses in order to ensure the safety of both our riders and drivers. It is worth noting that all of our mini-bus drivers are also seniors. During the time that our buses were off the road, seniors were able to access unlimited medical rides through the Eastern Connecticut Transportation Consortium. Now our buses are back on the road and transporting people to essential destinations such as medical appointments, the grocery store and yes, hair salons. We will again be making a request that our riders help defray the cost of fuel to run the vans. It is difficult at this point to predict what that amount may be. It has, however, been made very clear just how much the seniors of Waterford value this service and how very grateful they are that the drivers are once again delivering them safely to their destinations. Transportation has added back a bit of independence for our senior residents.

Thank you so much for your continued support of the work that we do. This has been a very challenging time but we have found creative ways to keep seniors connected to the community.

Respectfully Submitted,

Lisa L. Cappuccio
Senior Services Director

Carol Sanders, Chairperson
Senior Citizens Commission

Kathleen McNamara, Co-Vice Chair
Senior Citizens Commission

BUDGET SUMMARY

The FY22 Senior Services Commission budget request is \$56,628 (-10.33%) lower than the FY21 budget. The main decrease comes from all building maintenance expenditures being moved to the District's Facility Maintenance Budget (account 10111).

Series 1000 Personnel Costs

- Salaries increased based on negotiated union contracts.

Series 2000 Services

- Decreases are directly related to facility maintenance costs being transferred to account 10111.

Series 3000 Materials & Supplies

- COVID 19 directly reduced transportation due to closures. This reduced need is reflected in a decreased fuels & lubricant budget request.

Series 4000 Equipment

- There is no fitness equipment to be replaced.

10135 Senior Citizens Commission FY 2021/2022
Proposed Itemized Budget

	Longevity/Sick	Rate	Hours	Total Days Per Year	Sub Total	Series Sub-Total
51000 PERSONNEL COSTS						
51110 Administration						
GGA Contract 7/1/16-06/30/20						
Director DOH 4/12/2017 Class D		\$ 40.0268	2,088	261	83,576	
Assistant Director DOH 6/11/2018 Class B		\$ 31.5512	2088	261	65,879	

Administration Total \$149,455

Expended FY'20 \$150,026 Expended FY'19 \$144,265 Expended FY' 18 \$201,998

51210 Clerical/Technical						
Clerical Staff						
Senior Services Assistant DOH 11/4/1996 AS-9/S-7		\$ 31.0417	1827	261	56,713	
Longevity	\$ 600				600	
Sick Incentive (compensation for sick leave earned in excess of the max. 140 days)	\$ 652				652	
Office Support Technician DOH 9/19/2016 AS-5/S-6		\$ 24.4231	1827	261	44,621	
Enrollment Clerk DOH 10/2/2013 PT-07/S-2		\$ 14.00	7	1	98	
Enrollment Clerk DOH 9/01/2015 PT-07/S-2		\$ 14.00	7	1	98	
Transportation Staff (FY '20 we had 5,413 fares) Our transportation service was shut down in March due to COVID-19.						
(1) Driver RM DOH 06/25/1996 TC-2/S-7		\$ 24.3600	992	156	24,165	
(1) Driver PB DOH 12/3/2012 TC-2/S-5.5		\$ 22.6300	992	156	22,449	
(1) Driver PD DOH 07/22/2013 TC-2/S-5		\$ 22.0900	992	156	21,913	
(1) Driver RT DOH 6/1/2018 TC-2/S-2.5		\$ 19.5400	375	50	7,328	
(1) Substitute Driver EM * DOH 9/10/2018 SO 9/S3		\$ 16.8100	25	5	420	
*This position drives for occasional high census days, i.e. picnic, hiking, evening program, etc.						
Community Café Manager DOH 0 AS-4/S-1		\$ 18.1600	832	208	15,109	
(2) MOW Driver PT-9/S-4 delivering meals 4 days/week.		\$ 14.00	1352	208	18,928	

10135 Senior Citizens Commission FY 2021/2022

Proposed Itemized Budget

	Longevity/Sick	Rate	Hours	Total Days Per Year	Sub Total	Series Sub-Total
51000 PERSONNEL COSTS						
51210 Clerical/Technical						
Regular Part-time Employee						
Paid Time Off						
Shifts are covered by substitute drivers in order to provide service. Used SO-11/S-2 as wage to calculate the replacement time.						
(3) Regular Driver's Vacation Hrs		\$ 16.8100	179		3,009	
(3) Regular Driver's Sick Time Hrs		\$ 16.8100	76		1,278	

Clerical/Technical Total **\$217,381**

Expended FY'20 \$172,350* Expended FY'19 \$193,031 Expended FY'18 \$185,070

51635 Instructors						
Chair Yoga **	**Instructors were contractors in prior years. See Line Item 52380 for details on class enrollment numbers.	\$ 30.91	1.5	48	2,226	
Pilot Trend Class **		\$ 30.91	1.5	36	1,669	
Line Dance/ fna Dance Party *		\$ 28.00	1.5	72	3,024	
Yoga **		\$ 30.91	1.5	48	2,226	
Synergy**		\$ 30.91	1.5	48	2,226	
Memory Support Class		\$ 20.82	12.0	12	2,998	

Instructor Total **\$14,369**

Expended FY'20 \$12,308** Expended FY'19 \$11,044 Expended FY'18 \$7,939

51810 OVERTIME						
Commission/Clerical						
DOH 11/4/1996 AS-9/S-7		\$ 46.5626	20	10	931	

Overtime Total **\$931**

Expended FY'20 \$ 639** Expended FY'19 \$731 Expended FY'18 \$584

51920 FICA						
\$149,455 X 7.65% =					11,433	
\$217,381 X 7.65% =					16,630	
\$14,369 X 7.65% =					1,099	
\$ 931 X 7.65% =					71	

FICA Total **\$29,233**PERSONNEL COSTS SERIES
TOTAL**\$411,369**

10135 Senior Citizens Commission FY 2021/2022
Proposed Itemized Budget

52000 SERVICES	AMOUNT	NUMBER OF BILLING PERIODS PER YEAR	ANNUAL TOTAL	SENIOR SERVICES BUDGETED EXPENSE	SERIES SUB-TOTAL
52010 Advertising					
NOTE: Program promotion achieved at no cost through cable access channel, Waterford Times, The Day calendar section, press releases, the website, social media, electronic message boards and podcasts.					
ConnDot requires notices to be published in The Day paper as part of the 5310 Grant application.	200	1	200	200	
Podcast - Waterford Senior Buzz	12	12	144	144	

Advertising Total \$344

Expended FY'20 \$334 Expended FY'19 \$72 Expended FY '18 - \$-0-

52020 Postage					
In FY '22 the newsletter will be published bi-monthly. It is printed in house and delivered in bulk to local housing and assisted living sites. Newsletter is also available on line.					
Annual Permit Fee for Newsletter	200	1	200	200	
730 Newsletters x .295 = \$215 Six mailings per year.	215	6	1,290	1,290	
Charges for Address Services Requested for forwarding mail or address changes. YTD-1 pieces at .62 each. Anticipating 30 address corrections for FY '22.			18	18	
Pieces of Mail per Month - (50 x .50 (metered mail)= 25.00) X 12 Months.	25	12	300	300	

Postage Total \$1,808

Expended FY'20 \$1,674 Expended FY '19 \$1,497 Expended FY '18 \$1,453

52039 ADA/Title VI Interpretation and Translation Services and ADA Training					
Funding for written and verbal translation services for individuals with Limited English Proficiency, sign language interpreters for meetings and public hearings. Services must be provided to the public upon request under Title VI of the Civil Rights Act. Fee is only charged if the service is used. Service is available for all Town Departments but is coordinated through Senior Services. Phone translation services are .85/minimum. Sign language minimum interpretation cost is \$100 for travel per session or meeting.	450	1		450	

ADA Total \$ 450

Expended FY'20 -0- Expended FY'19-0- Expended FY'18-0-

10135 Senior Citizens Commission FY 2021/2022
Proposed Itemized Budget

52000 SERVICES	AMOUNT	NUMBER OF BILLING PERIODS PER YEAR	ANNUAL TOTAL	SENIOR SERVICES BUDGETED EXPENSE	SERIES SUB-TOTAL
52040 Service Contracts and Repairs					
Shared costs of Community Center with Recreation and Parks listed below.					
Full Time custodian to clean the Community Center. Base salary and benefit estimate was quoted by BOE.	66,994	1	66,994	33,497	
Quarterly Inspection/Supplies of Fitness Equipment. Recommended In CIRMA Facility Inspection	400	2	800	400	
Lease of a RICOH networked copier/printer/scanner/fax machine is shared with the Recreation and Parks Department.	88	12	1,056	528	
Basic cable service from Atlantic Broadband.	51	12	612	306	
52040 Senior Services Non-shared Expense					
Monthly cost for printed copy only (\$.0070) per click. Average 16,000 copies per year.	10	12	120	120	
(1)Verizon Wireless PDA for includes hot spot for internet connectivity to conduct Benefit Check Ups, Energy Assistance, Rent Rebate, Medicare Open Enrollment, at home visits and housing sites.	37	12	444	444	
Color Copy charges for office brochures and program literature.	0.07	100	7	7	
Info Shred (Shredding for confidential documents)	19	4	76	76	

Service Contracts & Repairs Total \$35,378

Expended FY'20 \$56,210

Expended FY'19 - \$54,391

Expended FY '18 - \$53,757

52050 Dues, Conferences & Education					
Staff regularly utilizes free trainings offered through CIRMA & CHOICES. Some ADA, CASC, and other conferences require a participation fee.					
Certified Food Protection Manager Program course 1@\$180 per LedgeLight Health District. Required for licensing food preparers in the CC kitchen. Class VI License.	180	1	180	180	
Annual DSS, Fair Housing, and CASC and ADACC Conferences. Municipal Agent Training.	150	1	150	150	
CT Association of Senior Center Personnel- Membership Fee for Director and Assistant Director- 2 @ 50.00 ea.	100	1	100	100	
Americans with Disabilities Act Coalition of Connecticut, (ADACC) Membership.	100	1	100	100	

Dues, Conferences, & Education Total \$530

Expended FY'20 \$250

Expended FY'19-\$505

Expended FY '18 -\$425

10135 Senior Citizens Commission FY 2021/2022
Proposed Itemized Budget

	AMOUNT	NUMBER OF BILLING PERIODS PER YEAR	ANNUAL TOTAL	SENIOR SERVICES BUDGETED EXPENSE	SERIES SUB-TOTAL
52000 SERVICES					
52130 Physical Examinations/Hiring					
(1) Non-complex Physical @ 210.00 includes drug screening, TB test, and form fee for newly hired employee. (Chest x-ray fee of \$100 included if necessary).	310	2	620	620	
Background checks are conducted for all newly hired personnel & volunteers. Cost of checks range from approx. \$31-\$90 based on the extensiveness of the check. 10 background checks @ \$60 each.	60	15	900	900	

Physical Examinations Total \$1,520

Expended FY'20-\$1,023

Expended FY'19-\$612

Expended FY '18-\$330

52380 Programs					
The following is a list of programs currently offered or in planning and led by contractual instructors or volunteers. (0) generally indicates a volunteer led program or self sufficient group.					
Currently 247 individuals are enrolled in fee-based fitness classes. Number enrolled in class column reflects actual number of participants in each class as of 11/30/19, or estimated if * appears by figure. Ex. Pitch-There are two different Pitch groups. Each group has 8 - 10 players.					
Alzheimer and Bereavement Support Groups	12*	0	12	0	
Casual Bridge (Volunteer Facilitators MWF)	20	0	144	0	
Canasta	19	0	48	0	
Brain Flex (Mental Aerobics)	11	0	36	0	
Cribbage (meets twice a week)	12	0	96	0	
Evening Series Seminar (Volunteer Presenters)	20*	0	4	0	
Hearty Moves -Fitness Class Meets 2 times/week	28	50	90	4,500	
Living Will Clinic (Consumer Law Project for Elders Facilitates)	10	0	1	0	
People with Arthritis Can Exercise Co-sponsored with East Lyme Senior Center	15	50	48	2,400	
Pinochle (meets TU and FR)	20	0	96	0	
Pitch Games (meets 3 days week)	18	0	144	0	
Probate Court Counseling	3	0	12	0	
Senior Quilting Program (Volunteer Led)	15	0	72	0	
Pickle Ball (Donations will be accepted to replace equipment).	44	0	144	0	
Strength Training I Class meets twice a week	22	50	96	4,800	

10135 Senior Citizens Commission FY 2021/2022
Proposed Itemized Budget

52000 SERVICES	AMOUNT	NUMBER OF BILLING PERIODS PER YEAR	ANNUAL TOTAL	SENIOR SERVICES BUDGETED EXPENSE	SERIES SUB-TOTAL
Strength Training II Class meets twice a week	22	50	96	4,800	
Strength Training III Class meets twice a week	23	50	96	4,800	
Healthy Stretch	20	50	48	2,400	
Tai Chi (3) 12 week sessions.	28	70	36	2,520	
Program supplies such as: resistance bands, balls, cards, etc.		150		150	

Programs Total \$ 26,370

Expended FY'20-\$17,198**	Expended FY'19-\$23,889	Expended FY '18-\$23,653	Expended FY '17-\$27,767
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Class Instructors in 51000 Series					
Chair Yoga **	25	\$ 30.91	1.5	48	2,226
Dance Party **	20	\$ 28.00	1.5	72	3,024
Synergy **	10	\$ 30.91	1.5	48	2,226
Pilot Trend Class **	0	\$ 30.91	1.5	36	1,669
Yoga **	25	\$ 30.91	1.5	48	2,226
Total					** 11,370

****Total program budget with employees \$37,740.**

**This section is for informational purposes only. This shows historical information on program costs.

TOTAL PROGRAM INCOME FOR FY'09 (FITNESS)	\$ 24,758
TOTAL PROGRAM INCOME FOR FY'10(FITNESS)	\$ 27,213
TOTAL PROGRAM INCOME FOR FY'11(FITNESS)	\$ 25,666
TOTAL PROGRAM INCOME FOR FY'12 (FITNESS)	\$ 28,257
TOTAL PROGRAM INCOME FOR FY'13 (FITNESS)	\$ 28,690
TOTAL PROGRAM INCOME FOR FY'14 (FITNESS)	\$ 29,657
TOTAL PROGRAM INCOME FOR FY'15 (FITNESS)	\$ 27,988
TOTAL PROGRAM INCOME FOR FY'16 (FITNESS)	\$ 29,694
TOTAL PROGRAM INCOME FOR FY'17 (FITNESS)	\$ 29,136
TOTAL PROGRAM INCOME FOR FY'18 (FITNESS)	\$ 30,746
TOTAL PROGRAM INCOME FOR FY'19 (FITNESS)	\$ 33,543
TOTAL PROGRAM INCOME FOR FY'20 (FITNESS)	\$ 26,054
YTD INCOME as of 10/31/20 (FITNESS)	ZERO
PROJECTED INCOME FY '22 (FITNESS)	\$ 15,800

SERVICES TOTAL \$66,400

10135 Senior Citizens Commission FY 2021/2022

Proposed Itemized Budget

	UNIT COST	QUANTITY	TOTAL COST	SENIOR SERVICES BUDGETED EXPENSE	SERIES SUB- TOTAL
53000 MATERIALS AND SUPPLIES					
53010 Office Supplies					
Seals for the newsletter. Must use 3 per letter so that document can move freely through the sorter at the PO. \$24.00 per box of 8000.	16	2	32	32	
Ink cartridges for DeskJet printer used primarily for off-site Rent Rebate, Energy Assistance, and Benefit Check up applications.	10	3	30	30	
Paper for newsletter that is produced in house. 1,500 newsletters x 3 sheets x 6 editions/year. 2,500 sheets per case. 11 cases @ \$37/case.	37	11	407	407	
Full Color - Newsletter .14 a page @ 1,000			140	140	
Unique supplies which cannot be purchased through the Finance Department such as; specialty papers & envelopes for greeting card outreach program.				30	

Office Supplies Total

\$639

Expended FY'20-\$401

Expended FY'19-\$156

Expended FY'18-\$386

53020 Other Supplies					
Rec and Parks and Senior Services share the costs of custodial supplies for the Community Center. The amount budgeted represents Senior Services' half of the total cost of supplies used in the building. Custodial Supplies are ordered by CC staff and all items are purchased off of the State contract.					
Commercial Dishwasher Detergent	94	1	94	47	
Rinse All	52	1	52	26	
Sanitizing Solution for Ware Washing	64	1	64	32	
Ware washing detergent	32	1	32	16	
Brooms/Dust Pans	50	1	50	25	
Microfiber Mop Heads for wet mopping	8	6	48	24	
Disposable Gloves-2 pk(1000 count) of Med and 2 pk.(1000) of x-large @ \$37 ea.	37	4	148	74	
Facial Tissues (case)	26	2	52	26	
M-Fold Towels	21	33	693	346	
Go Jo Foam Hand Cleaner	51	7	357	178	
Toilet Tissue	50	10	500	250	
Werclean #117 (quoted by company)	202	1	202	101	
Window Cleaner #101 (quoted by company)	152	1	152	76	

10135 Senior Citizens Commission FY 2021/2022

Proposed Itemized Budget

Prozyme #121 (quoted by company)	105	2	210	105	
Peroxide Multicleaner #120 (quoted by company)	152	2	304	152	
Multipurpose #107 (quoted by company)	164	1	164	82	
Waste Paper Basket Liners	27	4	108	54	
High Density Can Liners	34	6	204	102	
Count Roll Paper Towels	25	3	75	38	
Wipe All 60 Wipes	26	4	104	52	
Hand Sanitizer Case of 24 Ct 4 oz Bags	77	1	77	39	
Wipes for Fitness Equipment	140	8	1,120	560	
Battery packs for lavatory fixtures	198	2	396	198	
Light bulbs and Ballasts	110	1	110	55	

Other Supplies Total \$2,658

Expended FY'20-\$2,682

Expended FY'19-\$2,143

Expended FY '18-\$2,706

10135 Senior Citizens Commission FY 2021/2022

Proposed Itemized Budget

53070 Auto Repairs					
Vehicles transport residents who are elderly and/or disabled to medical appointments, programs, meals, grocery shopping, and errands. All (3) vehicles assigned to Senior Services are being fully utilized according to the Fleet Consulting Study.					
R-4 2018 Ford 12 Passenger W/C Mini-Bus Mileage as of 11/30/2020 9,029					
R-5 2013 Ford 14 Passenger W/C Mini-Bus Mileage as of 11/30/2020 111,828					
R-30 2017 Ford 14 Passenger W/C Mini-Bus Mileage as of 11/30/2020 51,933					
Preventative maintenance of vehicles including oil and filter changes, fluid and safety checks, every 3,000 miles. Vehicles are maintained with tune ups, alignments, and brake work as needed and are subject to a mandatory bi-annual state inspection at the time of registration renewal, which often results in additional costs for equipment maintenance or adjustments in accordance with those standards. Vehicles are '13, '17 and '18 model years.					
NOTE: History of Actual Van Repairs: FY '17 \$2,461 FY '18 \$4,791 FY '19 \$742 FY '20 \$1,030 As of November 30 - \$630 - BARRIERS FOR COVID			2,500	2,500	
Vehicle Safety Inspections are done every other year. (2) vehicles are due in 2021. (2) Vehicles @ \$40 each.	40	1	40	40	
Wheelchair lift inspections/preventative maintenance to be done every 500 lifts	137	4	548	548	

Auto Repairs Total \$3,088

Expended FY'20-\$1,030

Expended FY'19-\$742

Expended FY '18-\$4,791

10135 Senior Citizens Commission FY 2021/2022

Proposed Itemized Budget

52090 Fuels and Lubricants

Based on (5 year history) average gallons/year is 4,609* gallons. Due to Covid-19, the average is down due to no transportation for March-June of 2020. Use average of the 4 earlier years of 5,050 gallons. Cost/gallon \$1.35

\$1.3500

5,050

6,818

6,818

HISTORY:

FISCAL YR GALLONS/YR TOTAL

FY '16 5,280 gallons \$8,842 General Fund
\$2,980 expended from donations.

FY '17 5,151 gallons \$6,026 General Fund
\$3,179 expended from donations

FY '18 5,006 gallons \$7,461 General Fund
\$3,275 expended from donations

FY '19 4,754 gallons \$7,947 General Fund
\$2,887 expended from donations

FY '20 a total of 2,856 gallons of gasoline were consumed at a total cost of \$5,427. \$3,497 was expended from the general fund and \$1,930 expended from donations. Because fares cannot be charged to passengers for rides provided on vehicles purchased through the 5310 grant, we send an annual donation request to passengers to help defray the cost of the transportation program. In FY' 20, 35.8% of the total fuel cost was paid for through donations.

Estimated Transportation donations revenue to be used to offset fuel costs

500

Fuels and Lubricants Totals \$ 6,318**MATERIALS & SUPPLIES TOTAL****\$12,703**

10135 Senior Citizens Commission FY 2021/2022

Proposed Itemized Budget

	UNIT COST	QUANTITY	TOTAL COST	SENIOR SERVICES BUDGETED EXPENSE	SERIES SUB- TOTAL
54000 EQUIPMENT					
54020 Fitness Equipment					
No equipment to be replaced in 2021					
Fitness Equipment Total					\$0

Expended FY'20 -0-

Expended FY'19-\$5,052

Expended FY '18-\$3,877

54030 Kitchen Equipment

Utensils and small wares for meal program/special events. Items such as carafes and cutting boards need to be replaced due to wear as directed by Ledge Light Health. Some equipment is used by individuals renting the kitchen.

TVCCA Community Café has been closed to the public since mid-March. 3 diners are receiving home meals due to the pandemic. Meals on Wheels has increased the delivery of meals by 75% over last year (13,789 this past year vs. 7,782 the previous year), also due to COVID19.

120

120

Kitchen Equipment Total**\$120**

Expended FY'20-\$136

Expended FY'19-\$160

Expended FY '18-\$34

54050 Automotive Equipment

Tires for mini-buses with stems, balancing, and disposal. Vehicles have double rear tires. 6 tires at \$124 per tire with balance, disposal, etc.

124

6

744

744

FY '18 - 6 tires replaced.

FY '19 - 5 tires replaced.

FY '20 - 6 tires replaced.

FY '21 - 0 tires replaced YTD

Replacement wiper blades, washer fluid, lock de-icer, driveway de-icer, wheelchair restraint replacement parts.

125

125

Annual Inspection of 5 LB. ABC pk Fire Extinguisher. One unit per vehicle.

7

3

21

21

HAZMAT Charge

7

1

7

7

Automotive Equipment Total**\$897**

Expended FY'20-\$730

Expended FY'19-\$649

Expended FY '18-\$872

54060 Office Equipment Total**\$0****EQUIPMENT SERIES TOTAL****\$1,017****FY 2021/2022 BUDGET TOTAL****\$491,489**

TOWN OF WATERFORD
PERSONNEL WORKSHEET - DEPARTMENT NAME
2021/2022 FISCAL YEAR

LINE 51920

DATE OF HIRE	POSITION	HOURS WORKED/ WEEK	HOURLY RATE	SALARY 2020/2021	SALARY 2021/2022	LONGEVITY	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A.)
4/12/2017	Director	40	40.0268	83,256	83,576		83,576	6,394
6/11/2018	Assistant Director	40	31.5512	65,626	65,879		65,879	5,040
11/4/1996	Assistant	35	30.3586	55,161	56,713	1,252	57,965	4,434
9/19/2016	Office Support Technician	35	23.36	40,459	44,621		44,621	3,414
6/25/1996	Driver	19	23.29	23,104	24,165		24,165	1,849
12/3/2012	Driver	19	21.64	20,951	22,449		22,449	1,717
7/22/2013	Driver	19	21.12	20,445	21,913		21,913	1,676
6/1/2018	Driver	15	18.69	14,227	7,328		7,328	561
9/10/2018	Driver Substitute	5	16.07	1,125	420		420	32
10/2/2013	Enrollment Clerk	7	14.00	347	98		98	7
9/1/2015	Enrollment Clerk	7	14.00	208	98		98	7
Open	Community Café Manager	16	17.37	14,810	15,109		15,109	1,156
	Meals on Wheels Drivers	25	14	17,833	18,928		18,928	1,448
	Regular Part-time Employee Paid Time Off		16.07	3,969	4,287		4,287	328
	Chair Yoga Instructor	1.5	30.91	2,226	2,226		2,226	170
	Synergy Instructor	1.5	30.91	2,226	2,226		2,226	170
	Pilot Trend Class Instructor	1.5	30.91	1,669	1,669		1,669	128
	Qi Gong Instructor	1.5	30.91	0	0		0	0
	Yoga Instructor	1.5	30.91	2,226	2,226		2,226	170
	Line/Dance Party	1.5	28.00	1,512	3,024		3,024	231
	Memory Support Class	12	20.82	2,998	2,998		2,998	229
51810 - OVERTIME				374,378	380,952	1,252	381,205	29,161
11/4/1996	Commission Secretary	1	45.5379	891	931		931	71
TOTALS - DEPARTMENT				375,269	381,883	1,252	382,136	29,232

WORKDAYS

2020/2021 WEEKS TO BUDGET

260

52

LINE 51910

[illegible]

Items Transferred to Facility Maintenance Budget in FY22

	AMOUNT	NUMBER OF BILLING PERIODS PER YEAR	ANNUAL TOTAL	SENIOR SERVICES BUDGETED EXPENSE	SERIES SUB-TOTAL
52000 SERVICES					
52040 Service Contracts and Repairs					
Shared costs of Community Center with Recreation and Parks listed below.					
Trans Clean Hood Cleaning Required for Fire Inspection, fee same, add \$25 for fan belt	475	1	475	238	
A-Tech, PM for gas stove.	325	1	325	163	
Sprinkler System Annual Inspection	339	1	339	170	
Walk through and Inspections 3 per year	185	3	555	278	
Annual Test of the Back Flow Prevention Device	95	1	95	48	
Fire/Intrusion Alarm Service Contract includes annual inspection, repairs, and all service calls made during regular business hours by technicians who are trained on the center's system and software. Without contract, minimum service fee is \$312.50. Parts are not included in this contract. Quote from company.	1,200	2	2,400	1,200	
Frontier Monthly Line Charge for Fire/Security Alarm Systems	73	12	876	438	
Senior Services share of the Community Center's maintenance and repair costs, which include parts for commercial kitchen equipment, fire and security systems, Boiler, Generator, VFD'S, Sensors, Light Bulbs, Ballasts, Misc. Hardware, Paint, Buffing, Waxing, Carpet cleaning, etc. Used the costs from the last 4 fiscal years to forecast the costs for FY '22 as the center will be 16 years old in FY '22. Total cost of repairs in prior years: FY '17 \$ 8,020 FY '18 \$14,300 FY '19 \$12,160 FY '20 \$ 9,935 FY '21 as of October 31- \$1,264.	12,000		12,000	6,000	
Pest Control for Community Center	80	12	960	480	
Inspection of Stove Hood Fire Suppression System - Allstate	150	2	300	150	
Blow Off Caps, Fusible Links, Piping Obstruction Testing.	158	1	158	79	
Water Treatment Chemicals & Services for Hot Water System/ Cooling Tower \$63/mo	63	12	756	378	
Recharge 6 L. "K" Fire Extinguisher	72	1	72	36	
Annual Fire Extinguisher Inspections-\$7.00 per extinguisher. The center has (9) 5 lb. ABC extinguishers. Cost per inspection includes seal, tag, and conductivity test if needed.	63	1	63	32	
HAZMAT Material compliance charge	8	1	8	4	
Hot Water Heater Maint/Service/Boiler Inspection performed every other yr. 2022 is an inspection year.	200	1	200	100	

Service Contracts

\$9,794

Items Transferred to Facility Maintenance Budget in FY22

52090 Fuel					
SS and Roc and Parks share heating costs for the entire Community Center equally. The CC is heated with natural gas at a R- 20 rate (med. commercial) which is lower than the R-10 rate (small commercial) that is used to calculate the hot water rate. Total CCF Usage for heat only : FY '17 11,492 \$ 12,669 FY '18 11,886 \$ 12,682 FY '19 12,119 \$ 13,066 FY '20 4,664 \$ 8,084** **A new boiler was being installed from November through January and due to the pandemic our heating costs were lower than usual.					
Natural Gas for Heating the CC	1,086	12	13,032	6,516	
Natural Gas for Hot Water on Avg. \$215/month.	215	12	2,580	1,290	
Ultra low sulfur diesel fuel for Cummins back up Generator 410 gallons at \$1.6318/gallon.	832	1	832	416	

Fuel Total \$8,222

Expended FY '20 \$5,414

Expended FY'19 - \$8,293

Expended FY '18-\$7,881

52100 Electricity					
SS and Rec & Parks share the cost of utilities for the entire Community Center equally. Listed below are the Community Center's average monthly KWH used and the associated costs using a 24 mo. history.					
	5,113	12	61,356	30,678	
Usage History to Date:					
FY '19 AVG KWH/month	27,438				
Annual Total Cost	\$54,508				
FY '20 AVG KWH/month	23,072				
Annual Total Cost	\$49,539				
YTD FY '21 AVG KWH/month	26,368				
YTD Cost (3mos)	\$15,723				
CCM Contract Fee	16.53	12	198	198	

Electricity Total \$30,876

Expended FY'20-\$24,968

Expended FY'19-\$27,452

Expended FY '18-\$28,391

Items Transferred to Facility Maintenance Budget in FY22

52115 Water Sewer					
Senior Services and Recreation and Parks share the cost of water and sewer for the Community Center.					
Sewer Charge is consumption based with a quarterly service charge based on meter size. Quarterly Service Chg. for FY '22 is expected to remain the same per Utilities Department.	461	4	1,844	922	
Sewer rate is \$3.50/100 cubic feet. AVG CF usage based on a 60 month history is 4,632 cubic feet per quarter with a correlating cost of \$162/quarter. No rate increase is expected for FY '22 per WTFD Utility Commission. A quarterly rate of \$230 is being used as usage nearly doubles if the center is used as a showering station. Sewer use down due to Covid and the building being closed for part of the year.	230	4	920	460	
Water for Fire Service for Sprinkler System.	245	4	980	490	
Average Water Consumption is 4,632 CF per quarter using a 60 month history. Average cost per quarter is \$111, \$130 is used as consumption nearly doubles when the Community Center is used as a showering station after major storms. The average of water consumption is down this year due to Covid and the building being closed for part of the year.	130	4	520	260	
Water Facility Charge	44	4	176	88	

Water/Sewer Total \$2,220

Expended FY'20-\$2,008

Expended FY'19-\$2,066

Expended FY '18-\$2,150

Waterford Senior Citizens Commission
Special Meeting Minutes via Zoom (continuation of Special Meeting, December 8, 2020)
December 15, 2020
Page 1 of 2

Members Present: Joyce Vlaun, Carol Sanders, D. Judith Crawford, Rev. James Johnson & Anita Collins

Members Absent: Kathleen McNamara, Dina Lopes, Anne Darling

Also Present: Lisa Cappuccio, Director, Kathleen Pierce, Assistant Director

Public: None

- I. Call to order: Chairlady Carol Sanders called the Waterford Senior Citizens Commission Special Meeting of December 15, 2020 to order at 4:04 pm.
- II. Establish a quorum. A quorum was established.
- III. Public Comment: No public comment.
- IV. Approval of the minutes of the November 10, 2020 Meeting. Chairlady Carol Sanders asked for additions, deletions, or corrections to the minutes.

MOTION: Motion made by Dina Lopes seconded by D. Judith Crawford to approve the meeting minutes of November 10, 2020 as presented.

VOTE: 5-0-1 (Anne Darling abstained)

V. Correspondence

- a. None.

VI. Committee Reports

a. Budget –

The FY 2022 budget was discussed at length and in detail. Lisa Cappuccio advised the commission of updates that were made to the budget.

2020 DEC 15 AM 10:31

Waterford Senior Citizens Commission
Special Meeting Minutes via Zoom (continuation of Special Meeting, December 8, 2020)
December 15, 2020
Page 2 of 2

MOTION: Motion was made by Jim Johnson, seconded by Anita Collins to accept the Budget of FY 2022.

VOTE: 4-0-1 (Jim Johnson abstained)

VII. Director/Assistant Director Report – No report

VIII. New Business – None

IX. Adjournment

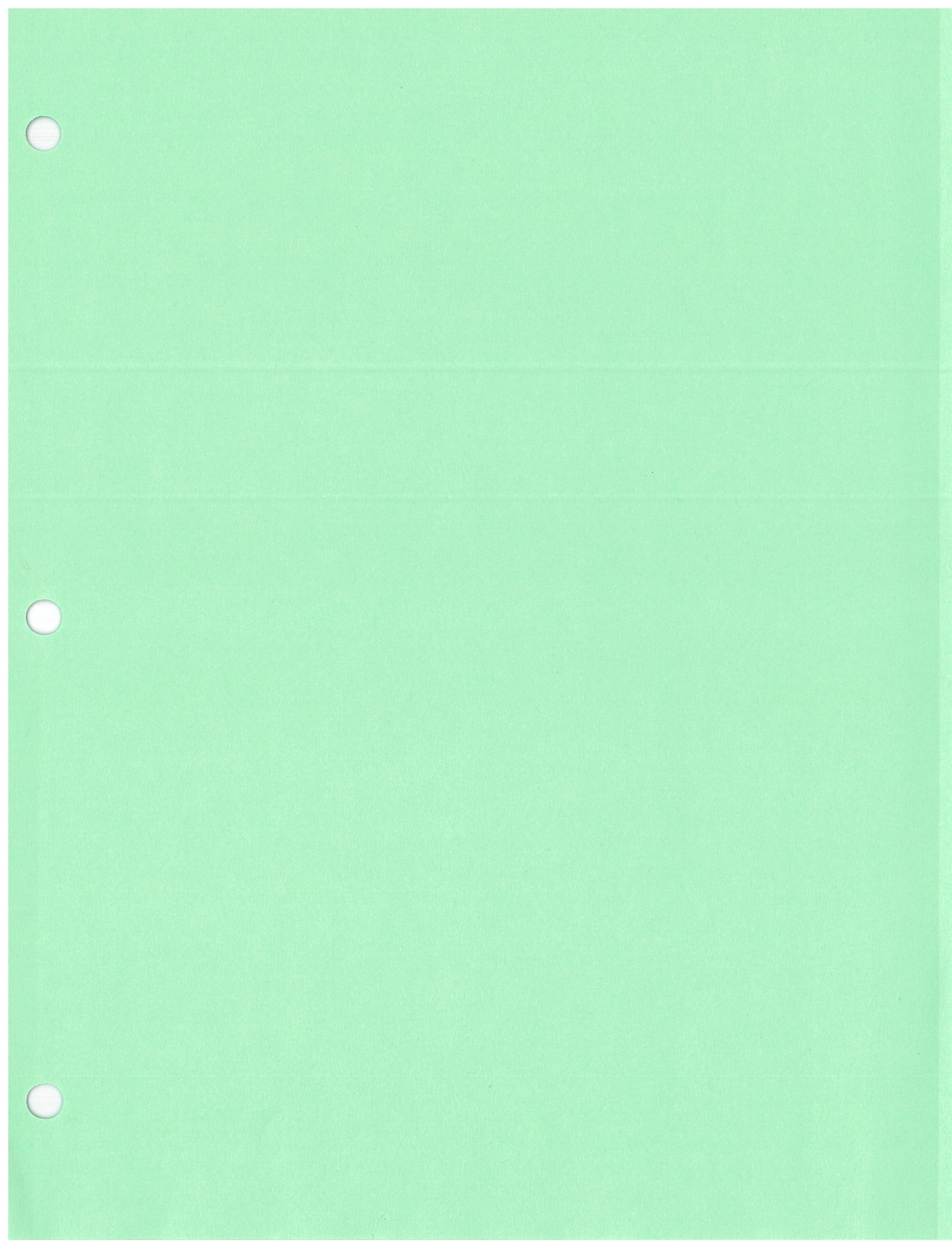
Joyce Vlaun moved to adjourn the December 15, 2020 meeting of the Waterford Senior Citizens Commission at 4:39 p.m., seconded by D. Judith Crawford.

Motion passed.

Respectfully submitted,



Barbara J. Pitkin
Recording Secretary



TOWN OF WATERFORD
GENERAL FUND
2021-2022 PROPOSED BUDGET

DEPT/AGENCY: 10137 RECREATION & PARKS COMMISSION

LINE ITEM	DESCRIPTION	2019/2020 ACTUAL EXPENDED	2020/2021 RTM APPROP.	2020/2021 ADDITIONAL TRANSFERS	ACTUAL EXPEND & ENCUMBRANCE OF 1/1/21	2021/2022 DEPT/ AGENCY REQUEST	2021/2022 APPROVED BD/COMM (12/9/20)	2021/2022 SELECTED RECOMMENDATIONS	RECOMMENDED BD OF SELECTED (2/9/21)	2021/2022 BOARD OF FINANCE REDUCTIONS	2021/2022 RECOMMENDED BD OF FINANCE	BOF Approved \$ Increase	BOF Approved % Increase
PERSONNEL COSTS													
51110	ADMINISTRATION	190,237	188,698		92,467	193,599	193,599	193,599	193,599			-188,698	-100.00%
51210	CLERICAL/TECHNICAL	88,300	85,786		42,810	88,917	88,917	88,917	88,917			-85,786	-100.00%
51220	CUSTODIAL	16,176	18,868		7,901	19,762	19,762	19,762	19,762			-18,868	-100.00%
51610	PARKS MAINTENANCE	353,972	375,951		163,851	383,325	383,325	383,325	383,325			-375,951	-100.00%
51620	RECREATION PROGRAMS	301,399	342,991		119,592	358,220	358,220	342,991	342,991			-342,991	-100.00%
51630	SUMMER JOBS FOR MINORS	13,078	13,623		0	0	0	0	0			-13,623	-100.00%
51810	OVERTIME	16,792	20,478		8,347	20,376	20,376	20,376	20,376			-20,478	-100.00%
51910	FRINGE BENEFITS	6,720	7,806		3,607	8,171	8,171	8,171	8,171			-7,806	-100.00%
51920	FICA	72,838	80,646		32,348	82,036	82,036	80,871	80,871			-80,646	-100.00%
	SUBTOTAL	1,059,512	1,134,347	0	470,923	1,154,406	1,154,406	1,138,012	1,138,012	0	0	-1,134,347	-100.00%
SERVICES													
52010	ADVERTISING	2,443	2,760		0	2,760	2,760	2,760	2,760			-2,760	-100.00%
52020	POSTAGE	6,837	6,100		2,093	6,550	6,550	6,100	6,100			-6,100	-100.00%
52040	SERVICE CONTRACTS & REPAIRS	58,365	50,282		24,641	36,606	36,606	36,606	36,606			-50,282	-100.00%
52050	DUES, CONF. & EDUCATION	1,927	3,650		907	3,650	3,650	3,650	3,650			-3,650	-100.00%
52070	REIMBURSABLE EXPENSE	0	150		150	150	150	150	150			-150	-100.00%
52080	TELEPHONE	4,450	2,848		1,976	2,848	2,848	2,848	2,848			-2,848	-100.00%
52206	WATERFORD WEEK SUBSIDY	4,750	4,750		4,750	4,750	4,750	4,750	4,750			-4,750	-100.00%
52380	PROGRAMS	34,957	42,387		3,077	42,387	42,387	42,387	42,387			-42,387	-100.00%
52390	CO-SPONSORED PROGRAMS	41,549	41,549		29,606	39,294	39,294	39,294	39,294			-41,549	-100.00%
52420	MAINTENANCE OF PROPERTY	141,356	147,523		77,947	106,335	106,335	106,335	106,335			-147,523	-100.00%
	SUBTOTAL	296,634	301,999	0	145,147	245,330	245,330	244,880	244,880	0	0	-301,999	-100.00%
MATERIALS & SUPPLIES													
53010	OFFICE SUPPLIES	1,613	1,363		709	1,600	1,600	1,363	1,363			-1,363	-100.00%
53020	OTHER SUPPLIES	26,308	30,636		8,429	30,787	30,787	30,636	30,636			-30,636	-100.00%
53080	MAINTENANCE OF VEHICLES	28,907	20,750		9,037	30,750	30,750	20,750	20,750			-20,750	-100.00%
53090	FUELS & LUBRICANTS	15,694	20,195		5,613	12,693	12,693	12,693	12,693			-20,195	-100.00%
	SUBTOTAL	72,522	72,944	0	23,788	75,830	75,830	65,442	65,442	0	0	-72,944	-100.00%
EQUIPMENT													
54020	EQUIPMENT	9,975	1,825		0	12,000	12,000	1,825	1,825			-1,825	-100.00%
	SUBTOTAL	9,975	1,825	0	0	12,000	12,000	1,825	1,825	0	0	-1,825	-100.00%
	DEPARTMENT TOTAL	1,138,613	1,151,615	0	639,858	1,487,566	1,487,566	1,450,159	1,450,159	0	0	-1,511,615	-100.00%

The Recreation and Parks Commission held a Special Zoom Meeting on the presentation and review of the Fiscal Year 2022 Budget on Wednesday, December 9, 2020. Chairman Santos presided.

MEMBERS IN ATTENDANCE: Cs. Santos, Gardiner, Murphy, Erricson, Hall, Scheiber, Chappone

MEMBERS ABSENT: Cs. Whelan

STAFF: Director Flaherty, Program Coordinator Sullivan

Chairman Santos called the meeting to order at 4:00 p.m. She requested the Director to review the proposed budget as received.

Director Flaherty spoke to the members on the proposed budget with explanations on changes that were made. Each line item was reviewed and discussed and the following motions were made:

MOTION #1: Made by C. Gardiner, seconded by C. Erricson to approve the 5100 series in the amount of \$1,154,406. So voted 7-0.

MOTION #2: Made by C. Murphy, seconded by C. Scheiber to approve the 5200 series in the amount of \$245,330. So voted 7-0.

MOTION #3: Made by C. Murphy, seconded by C. Scheiber to approve the 5300 series in the amount of \$75,830. So voted 7-0.

MOTION #4: Made by C. Erricson, seconded by C. Gardiner to approve the 5400 series in the amount of \$12,000. So voted 7-0.

MOTION #5: Made by C. Murphy, seconded by C. Erricson to accept the total budget in the amount of \$1,487,566. C. Hall noted to have the correction to the final budget to read 1.59% less than last year's budget that came in at zero and was cut. So voted 7-0.

Motion #6: Made by C. Erricson, seconded by C. Murphy to adjourn. So voted 7-0. Meeting adjourned at 5:55 p.m.

Respectfully,

Ann Nolan, Secretary

Recreation and Parks Commission

Town of Waterford

Recreation and Park Commission

2021-2022 Fiscal Year Budget



WATERFORD RECREATION AND PARKS COMMISSION
FISCAL YEAR 2020 – 2021 PROPOSED BUDGET

TABLE OF CONTENTS

Annual Budget Worksheet and Justifications	
Governmental Function	

Budget Workbook:

1000 Series: Personnel

51110 Administration	1
51210 Clerical/Technical	1
51220 Custodial	1
51610 Park Maintenance	2
51620 Recreation Program Personnel	3 to 8
51630 Summer Jobs For Minors	9
51810 Overtime	9
51910 Fringe Benefits	10
51920 FICA	10

2000 Series: Services

52010 Advertising	11
52020 Postage	11
52040 Service Contracts	11 to 12
52050 Association Dues/Conferences	12
52070 Reimbursable Town Expenses	12
52080 Telephone	12
52380 Programs	13
52206 Waterford Week	14
52390 Co-Sponsored Programs	14
52420 Maintenance of Properties	15 to 23

3000 Series: Materials and Supplies

53010 Office Supplies	24
53020 Other Supplies	24 to 25
53080 Maintenance of Vehicles	26
53090 Fuels and Lubricants	26

4000 Series: Equipment

54020 Equipment	27
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Attachments:

Personnel Cost Summary	B1
Fringe Benefit Summary	B2
Anticipated Revenues	B3
Fee Based Program Analysis	B4 – B11
Town Rental Fees	B12 – B13
Budget Back-Up Documents	
Annual Report	

**TOWN OF WATERFORD
GENERAL FUND
2021-2022 APPROVED BUDGET**

DEPT/AGENCY: 10137
RECREATION & PARKS COMMISSION

LINE ITEM	DESCRIPTION	2020/2021 RPT APPROP.	2021/2022 DEPT/ AGENCY REQUEST
PERSONNEL COSTS			
51110	ADMINISTRATION	188,698	193,599
51210	CLERICAL/TECHNICAL	85,786	88,917
51220	CUSTODIAL	18,868	19,762
51610	PARKS MAINTENANCE	375,951	383,325
51620	RECREATION PROGRAMS	342,991	342,991
51630	SUMMER JOBS FOR MINORS	13,623	0
51810	OVERTIME	20,478	20,376
51910	FRINGE BENEFITS	7,806	8,171
51920	FICA	80,646	80,871
SUBTOTAL		1,134,847	1,138,012
SERVICES			
52010	ADVERTISING	2,760	2,760
52020	POSTAGE	6,100	6,550
52040	SERVICE CONTRACTS & REPAIRS	50,282	36,606
52050	DUES, CONF., & EDUCATION	3,650	3,650
52070	REIMBURSABLE EXPENSE	150	150
52080	TELEPHONE	2,848	2,848
52206	HARVEST FESTIVAL SUBSIDY	4,750	4,750
52380	PROGRAMS	42,387	42,387
52390	CO-SPONSORED PROGRAMS	41,549	39,294
52420	MAINTENANCE OF PROPERTY	147,523	106,335
SUBTOTAL		301,999	245,330
MATERIALS & SUPPLIES			
53010	OFFICE SUPPLIES	1,363	1,600
53020	OTHER SUPPLIES	30,636	30,787
53080	MAINTENANCE OF VEHICLES	20,750	30,750
53090	FUELS & LUBRICANTS	20,195	12,693
SUBTOTAL		72,944	75,830
EQUIPMENT			
54020	EQUIPMENT	1,825	12,000
SUBTOTAL		1,825	12,000
DEPARTMENT TOTAL		1,511,615	1,471,172

4,901	2.60%	Contractual Step Increase Director(Retro 2.25%, New 2.25%. Asst. Director pending)
3,131	3.65%	Contractual Step Increase(Retro 2.25%, New 2.25%)
894	4.74%	Contractual Step Increase
7,374	1.96%	Contractual Step Increase(Retro 2.25%, New 2.25%. New hires lower rates)
0	0.00%	
(13,623)	-100.00%	One year cancellation. Reconsider in future.
(102)	-0.50%	Avg. cost down(new hires) and hours cut
365	4.68%	HRA increase Director, Program Coord.
225	0.28%	
3,165	0.28%	
0	0.00%	
450	7.38%	Booklet Increase
(13,676)	-27.20%	Contracts handled Town-Wide
0	0.00%	
0	0.00%	
0	0.00%	
0	0.00%	
(2,255)	-5.43%	Softball: No Covid19 operations
(41,188)	-27.92%	CC Util/contracts handled town wide - Addtl cuts
(56,669)	-18.76%	
237	17.39%	Beach sticker increase
151	0.49%	
10,000	48.19%	Addnl. equipment maint req.
(7,502)	-37.15%	Decrease in cost per gallon
2,886	3.96%	
10,175	557.53%	
10,175	557.53%	Trailer replacement
-40,443	-2.68%	Overall decrease while absorbing contractual increases.

GOVERNMENTAL FUNCTION OF THE RECREATION AND PARKS COMMISSION

2021-2022

Mission

Programs will be offered for all ages and interests giving each individual the opportunity to engage in a variety of activities. Through these activities, participants will be able to make constructive use of leisure time and contribute to positive physical and mental health, and good sportsmanship.

Vision

Well maintained parks, public spaces, and various nature areas provide opportunities for residents to maintain active, healthy lifestyles; while appreciating our community's natural resources and preserving them for future generations.

The Recreation and Parks Commission is responsible to the Town of Waterford for the management, control, and development of the Town's recreational and park facilities and expenditures made in connection therewith as approved in 1969.

Through this ordinance 2.68.010, per actions of the Board of Finance and subsequent legislative actions of the RTM, policy decisions by the Board of Education, the Recreation and Parks Commission is responsible to the Town for the five (5) governmental functions as listed below:

1. Maintenance, operation, and development of all turf and garden areas on Town and Board of Education properties. Primary focuses on landscaping and improvements, building maintenance (the Community Center, garages, etc.), playgrounds, parks, youth sport complexes, tennis courts, beaches, and open space/greenways/trail systems, to name a few. Snow removal, tree work, carpentry (picnic tables, life guard stands, Guard Shack, press boxes, etc.), assistance to other departments for transport/delivery, as well as completing all tasks assigned in addition from the Town Building Manager. The Recreation and Parks Commission will continue to provide their unique wood delivery program, which supplies Senior Citizens meeting income requirements with alternative heating during the winter months.
2. Town sponsored recreational programming and leisure opportunities for all age groups. A variety of Town-wide special events are provided to the public as well including Easter Egg Hunts, Summer Concert Series, Road Races, Harvest Festival and Fireworks, to name a few. Programming ranges from high intensity athletic participation to passive and educational leisure activities.
3. The Recreation and Parks Commission acts as the primary liaison to various co-sponsored organizations, which include the Little League, Youth Football and Cheerleading, Youth Soccer, Lacrosse, Softball, Basketball, etc. The Commission also helps subsidize Town non-profit groups such as the Waterford Community Band.
4. Coordination of all athletic field and facility usage within the Town of Waterford. Additionally, the Commission is responsible for the scheduling of all Town buildings and facilities approved and acceptable for Community Use to include all Board of Education facilities as available.
5. The implementation of a limited youth service program, "Summer Jobs For Minors", which allows young adults to earn income and experiences while providing the Town with additional assistance in maintenance, clerical/record keeping, and assistance to other departments as appropriate. This item is being reviewed annually through the Recreation and Parks Commission.

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

1000 Series

PERSONNEL

<u>10137-51110 Administration</u>	Class	DOH	Base Pay	Longevity	Total
<i>Director</i>	MP-11	15-Jun-99			
52 weeks @ \$2053.42/week			\$111,583	\$2,232	\$113,815
<i>Assistant Director</i>	MP-7	24-Jun-04			
52 weeks @ \$1511.64/week			\$78,605	\$1,179	\$79,784

10137-51110 Administration Total	\$193,599
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<u>10137-51210 Clerical/Technical</u>	Class	DOH	Base Pay	Longevity	Total
<i>Office Coordinator</i>	AS10/S7	4-Mar-74			
261 Days @ \$218.23/day			\$59,521	\$600	\$60,121
<i>Clerk Typist II</i>	AS5/S7	10-Apr-00			
Permanent Part-Time= 19hrs/week					
19hrs per week @ \$24.54			\$24,246	\$0	\$24,246
<i>Part-Time Clerical</i>	PT1/S2	N/A			
350 annual hours @ \$13.00					\$4,550

10137-51210 Clerical/Technical Total	\$88,917
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<u>10137-51220 Custodial</u>	Class	DOH	Base Pay	Longevity	Total
<i>Custodian I</i>	TC2/S3	8-Aug-16			
Permanent Part Time= 19 hrs/week					
7/1/21 - 8/8/21 = 6 wks (114 hrs) x \$19.15 (S3)			\$2,183	\$0	\$2,183
8/9/21 - 6/30/22 = 46 wks (874 hrs) x \$20.113 (S4)			\$17,579		\$17,579

10137-51220 Custodial Total	\$19,762
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WATER AND RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUD

1000 Series PERSONNEL

1303 Union contract approved a 2.25% increase

<u>10137-51610 Parks Maintenance</u>	Class	DOH	Base Pay	Longevity	Total	2.25% + 2.25%	TOTALS
<i>Maintainer IV</i> Olson	UTC9	13-Nov-06					
261 Days x 8 hours/day x \$32.7592/hr	Step 7		\$68,401	\$250	\$68,651	\$3,078.05	<u>\$71,729.05</u>
<i>Maintainer III</i> Therrien	UTC7	3-Dec-12					
144 Days x 8 hours/day x \$28.2986/hr	Step 6		\$32,600		\$32,600	\$1,467.000	\$34,067.000
117 Days x 8 hours/day x \$29.7135/hr	Step 7		\$27,812		\$27,812	\$1,251.54	\$29,063.54
					\$60,412	\$2,718.540	<u>\$63,130.540</u>
<i>Maintainer III</i> Feliciano	UTC7						
211 days x 8hrs/day x \$22.1727	Step 1		\$37,427	\$0	\$37,250	\$1,684.22	\$38,934.22
50 days x 8hrs/day x \$523.2813/hr	Step 2		\$9,313		\$9,313	\$419.09	\$9,732.09
					\$46,563	\$2,103.30	<u>\$48,666.30</u>
<i>Maintainer II</i> Madrid	UTC5	30-Jan-15					
261 days x 8hrs/day x \$24.4454/hr	Step 5		\$51,042	\$0	\$51,042	\$2,296.89	<u>\$53,338.89</u>
<i>Maintainer II</i> Cancelmo	UTCE						
142 days x 8hrs/day x \$20.113/hr	Step 1		\$22,848		\$22,848	\$1,028.16	\$23,876.16
119 days x 8hrs/day x \$21.1168/hr	Step 2		\$20,103		\$20,103	\$904.635	\$21,007.64
					\$42,951	\$1,932.80	<u>\$44,883.80</u>
<i>Maintainer II</i> OPEN	UTC5						
261 days x 8hrs/day x \$20.1113/hr	Step 1		\$41,992		\$41,992	\$1,889.64	<u>\$43,881.64</u>
<i>Maintainer I</i> Silvestri	UTC8						
196 days x 8hrs/day x \$16.9906	Step 1		\$26,641		\$26,641	\$1,198.85	\$27,839.85
65 days x 8hrs/day x \$17.8401/hr	Step 2		\$9,277		\$9,277	\$417.47	\$9,694.47
					\$35,918	\$1,616.31	<u>\$37,534.31</u>
Part-Time Maintainers	PT5/S1						
40hrs x 18 weeks x \$14.00/hr x 2 staff			\$20,160		\$20,160	20160	<u>20160</u>
10137-51610 Park Maintenance Total					\$383,325		\$383,325

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

1000 Series

PERSONNEL

<u>10137-51620 Recreation Program Personnel</u>	Class	DOH	Base Pay	Longevity	Total
<i>Program Coordinator</i>	MP2/S7	26-Jul-83			
260 days x 8hrs/day x \$28.993			\$60,305	\$1,357	\$61,662
	Sub-Total				\$61,662

Programming

Pre-School Programming (ages 3-5)

Intro To Art: 25 sessions x \$45/session	\$1,125
Experiment with Painting: 30 sessions x \$45/session	\$1,350
Nature Play: 26 sessions x \$45/session	\$1,170
Science Exploration: 12 sessions x \$45/session	\$540
Fitness and Sport: 50 sessions x \$45/session	\$2,250
Yoga Play: 40 sessions x \$45/session	\$1,800
Development Play and Early Math Concepts: 50 sessions x \$45/session	\$2,250
Sub Total	\$10,485

Youth/Teen Programming (ages 6-18)

Creative Dance and Theater: 25 sessions x \$45/session	\$1,125
Art & Painting: 10 sessions x \$35/session	\$350
Cooking: 3 x 4 week sessions x \$100/session	\$1,200
High Impact Conditioning: 18 sessions x \$50/session	\$900
Karate: 24 sessions x \$40/session	\$960
Sub Total	\$4,535

Miscellaneous/Mixed Programming

Barre Fitness: 40 sessions x \$40/session	\$1,600
Aqua Fitness/Zumba: 50 sessions x \$40/session	\$2,000
Dog Obedience: 20 sessions x \$50/session	\$1,000
Family Conditioning: 30 sessions x \$30/session	\$900
Yoga At The Beach: 10 sessions x \$50/session	\$500
Dance Variety (Trending) : 10 sessions x \$40/session	\$400
Cooking Class: 4 sessions x \$200/session	\$800
Sub Total	\$7,200

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

Recreation Program Employees

Adult Programming (ages 16 and over)

Adult Volleyball: 1 supervisor x 25 sessions x \$25/session	\$625
Cactus Jack Basketball:	
Supervisor (2): 25 weeks x \$35/wk x 2 supervisors	\$1,750
Attendant: 25 weeks x \$56.40/wk	\$1,410
20-20-20: M,W,F = 80 sessions x \$40/session	\$3,200
Interval Training: 20 sessions x \$50/session	\$1,000
Yoga:	
Passive: 50 sessions x \$75/session	\$3,750
Active: 40 sessions x \$50/session	\$2,000
Everybody Yoga: 24 sessions x \$40/session	\$960
Restorative Yoga: 24 sessions x \$40/session	\$960
Pilates: 48 sessions x \$40/session	\$1,920
Extreme Aqua Exercise: 20 sessions x \$40/session	\$800
Tai Chi/Chi Kung: 36 sessions x \$20/session	\$720
Tennis Lesson Instructor	\$1,020

Sub Total \$20,115

BEACH OPERATIONS

<i>Gatehouse Attendants</i>	PT1/S1	
7/1 - 7/31/21		
19 weekend days x 12hrs x \$13.00		\$2,964
22 weekdays x 8hrs x \$13.00		\$2,288
8/1 - 9/7/21 (Minimum wage changes to \$13/hr on 8/1/21)		
11 weekend days x 12hrs x \$13.00		\$1,716
27 weekdays x 8hrs x \$13.00		\$2,808
5/25/22 - 6/30/2022		
9 weekdays x 8hrs x \$13.00		\$936
11 weekend days x 12hrs x \$13.00		\$1,716
	Sub-Total	<u>\$12,428</u>
 <i>Waterfront Supervisor</i>	 PT8/S3	
7/1/21 - 6/30/22: Total hours 560 x \$17.74	Sub-Total	<u>\$9,934</u>
 <i>Captain of Lifeguards</i>	 PT5/S3	
7/1/21 - 6/30/22: Total hours 560 x \$15.56	Sub-Total	<u>\$8,714</u>
 <i>Beach Lifeguards</i>	 PT3/S4	
7/1/21 - 6/30/22: Total hours 560 x \$14.19 x 6 guards	Sub-Total	<u>\$47,678</u>

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

PLAYGROUND PROGRAM

Directors (CPR, First Aid, Med Distribution) PT8/S3

7/1/21 - 6/30/22: 30 days x 4hrs/day x \$16.88/hr x 3 staff

Sub-Total **\$6,077**

Playground Assistants

PT1/S1

7/1/21 - 6/30/22: 30 days x 3hrs/day x \$13.00 x 13 staff

Sub-Total **\$15,210**

COMMUNITY CENTER

Monitor

PT8/S4

2021: 26 weeks x 24hrs/wk x \$17.74

\$11,070

2022: 26 weeks x 24hrs/wk x \$17.74

\$11,070

Community Activities: 45 hrs x \$17.74

\$798

Sub-Total **\$22,938**

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

WATERFORD HIGH SCHOOL POOL OPERATIONS

Senior Citizen Swim

15 weeks x 2hrs/session x 3 days/wk = 90 hours

	Class	
<i>Supervisor</i>	PT5/S2	
2021: 45 hours x \$15.56		\$700
2022: 45 hours x \$15.56		\$700
<i>Pool Lifeguards</i>	PT2/S3	
2021: 45 hours x \$13.50		\$608
2022: 45 hours x \$13.50		\$608
<i>Pool Attendant</i>	PT1/S1	
2021: 45 hours x \$13.00		\$585
2022: 45 hours x \$13.00		\$585
Exercise Instructor x 75hrs x \$40/session	Contractual	\$3,000
	Sub-Total	\$6,786

Morning Lap Swim

49 weeks x 2hrs/session x 5 days/wk = 490hrs

<i>Supervisor</i>	PT4/S3	
2021: 245hrs x \$15.56/hr x 1 supervisor		\$3,812
2022: 245hrs x \$15.56/hr x 1 supervisor		\$3,812
<i>Lifeguard</i>		
2021: 245hrs x \$13.50/hr x 1 Lifeguard		\$3,308
2022: 245hrs x \$13.50/hr x 1 lifeguard		\$3,308
	Sub-Total	\$14,240

Evening Lap Swim (Open and Lap Swim)

49 weeks x 12hrs/wk = 588hrs

<i>Lifeguards</i>	PT2/S3	
2021: 294hrs x \$13.50/hr x 2 guards		\$7,938
2022: 294hrs x \$13.50/hr x 2 guards		\$7,938
<i>Pool Attendant</i>	PT1/S1	
2021: 294hrs x \$13.00/hr		\$3,822
2022: 294hrs x \$13.00/hr		\$3,822
<i>Supervisor</i>	PT4/S3	
2021: 294hrs x \$15.56		\$4,575
2022: 294hrs x \$15.86		\$4,575
	Sub-Total	\$32,670

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

Saturday Open/Lap Swim

1/2022 - 5/2022 : 21 weeks x 2.5hrs/session = 52.5 hrs.

Supervisor

52.5hrs x \$15.56/hr

CLASS

PT4/S3

\$817

Pool Attendant

52.5hrs x \$13.00/hr

PT1/S1

\$683

Lifeguards

52.5hrs x \$13.50/hr x 2 guards

PT2/S3

\$1,418

Sub Total

\$2,918

Sunday Open/Lap Swim

11/2021 - 5/2022 : 31 weeks x 4hrs/session = 124hrs

Supervisor

2021: 36hrs x \$15.56/hr

2022: 88hrs x \$15.56/hr

PT4/S3

\$560

\$1,369

Pool Attendant

2021: 36hrs x \$13.00/hr

2022: 88hrs x \$13.00/hr

PT1/S1

\$468

\$1,144

Lifeguards

2021: 36hrs x \$13.50/hr x 2 guards

2022: 88hrs x \$13.50/hr x 2 guards

PT2/S3

\$972

\$2,376

Sub Total

\$6,889

Swim Lessons: Summer

2021: 21 days x 5hrs/day = 105hrs

2022: 5 days x 5hrs/day = 25 hrs

Supervisor/Coordinator (+10hrs for certs, hiring, etc.)

2021: 105hrs x \$17.74

2022: 25hrs x \$17.74

PT4/S3

\$1,863

\$444

Water Safety Instructors - Mandated by Rec Cross

2021: 105hrs x 4 WSI x \$14.19

2022: 25hrs x 4WSI x \$14.19

PT3/S3

\$5,960

\$1,419

Assistant Swim Instructors

2021: 105hrs x 13 staff x \$13.00

2022: 25hrs x 13 staff x \$13.00

PT1/S1

\$17,745

\$4,225

Sub Total

\$31,656

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

Swim Lessons: Winter

2022: 8days x 6hrs/day = 48hrs

Supervisor/Coordinator

48hrs x \$15.56

Water Safety Instructors

48hrs x 4 staff x \$14.19

Assistant Swim Instructors

48hrs x 13 staff x \$13.00

CLASS

PT4/S3

\$747

PT3/S3

\$2,724

PT1/S1

\$8,112

Sub Total

\$11,583

Parent/Tot and Infant Water Play

Fall, Winter, Summer = 18hrs x 3 seasons = 54hrs

Lifeguards: 54hrs x 3 staff x \$13.50

\$2,187

Sub Total

\$2,187

Special Use of Pool - Rental Revenue

Private Pool Parties/ ARC Events/Special Olympics

55 events @ 2hrs/event = 110hrs

Supervisor

110hrs x \$15.56

Lifeguards

110hrs x 2 staff x \$13.50

PT4/S3

\$1,712

PT2/S3

\$2,970

Sub Total

\$4,682

Mentally and Physically Challenged Program

25 weeks (1 session/week) x 1.5 hrs/session = 37.5

Lifeguards

37.5 x 2 staff x \$13.50

Supervisor

37.5 x 1 staff x \$15.56

PT2/S3

\$1,013

\$584

Sub Total

\$1,597

PT8/S3

\$8,018

\$8,018

Sub Total

\$16,036

Aquatics Director

salary position - 50 weeks/yr, 19hrs /week

2021: 25 weeks x 19hrs x \$16.88

2022: 25 weeks x 19hrs x \$16.88

\$358,220

10137 - 51620 Rec Program Personnel TOTAL:

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

<u>10137 - 51630 Summer Jobs For Minors</u>	CLASS	
<u>Training Wage established at \$10.20/hr</u>		
<i>Youth Participants</i>	PT1/S1	
7/20 - 10 youths x 5hrs/day x 25 days x \$10.20		\$0
6/21 - 10 youths x 5hrs/day x 4days x \$10.20		\$0
<i>Crew Leader</i>	PT3/S4	
7/20 - 7hrs/day x 25days x \$13.19		\$0
6/21 - 7hrs/day x 5days x \$13.19		\$0
<i>Supervisor</i>	PT7/S4	
7/20 - 7hrs/day x 25 days x \$16.47		\$0
6/21 - 7hrs/day x 5days x \$16.47		\$0
51630 Total		\$0

<u>10137 - 51810 Overtime</u>		
<i>Summer/Fall 2020</i>		
2 or 3 maintainers x 3hrs/each = 6 - 9hrs/day		
July - 10 weekend days x 6hrs, <u>includes July 4th</u>		60
August - 8 weekend days x 6hrs		48
September: 10 weekend days x 6hrs, <u>includes Labor Day</u>		66
October - 8 weekend days x 3hrs		24
October - Harvest Festival 2019 Fireworks (2 maintainers x 8hrs)		16
November - 8 weekend days x 3hrs		24
Sub Total		238

<i>Winter 2020 - 2021</i>		
Snow Removal (Plowing, sidewalks, entrances, etc.)		100
New Years Eve Celebration (bonfire, fireworks) - 2 maintainers x 3hrs		6
Difficult to estimate	Sub Total	106

<i>Spring/Summer 2021</i>		
2 maintainers x 3hrs/each = 6hrs/day		
April - 8 weekend days x 6hrs		48
May - 8 weekend days x 6hrs		48
May - Memorial Day - 2 maintainers x 3hrs		6
June - 10 weekend days x 6hrs		60
Sub Total		162

<i>Emergency Call-Outs</i>		
Vandalism and Damage, Restroom Malfunctions,		10
Special Projects: ballfield overhaul, etc.		20
Opening Day & Graduation at BOE, etc.	Sub Total	30

Total Maintenance Hours 536

Average Overtime Rate = \$36.27 x 536 hours TOTAL \$19,441

<u>Clerical Overtime</u>		
12 Commission Meetings avg		12
Clerical Overtime Rate = \$46.77 x 12hrs		\$561
Saturday beach sticker sales: 8hrs x \$46.77		\$374
Sub Total		\$935

10137 - 51810 Overtime Total \$20,376

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

10137 - 51910 Fringe Benefits

1303 Union Maintainers		
Clothing: 7 maintainers x \$200		\$1,400
Shoes: 7 maintainers x \$150		\$1,050
Seasonal Maintainers: 3 x \$100		\$300
Meal Allowance		\$602
GGA HRA sick time Overage: Program Coordinator	60 days x \$28.99/hr	\$1,739
NUMP HRA Director -	60 days x \$51.34/hr	\$3,080
10537 - 51910 Fringe Benefits Total		\$8,171

10137 - 51920 FICA

51110: Administration		\$193,599
51210: Clerical		\$88,917
51220: Custodial		\$19,762
51610: Maintenance		\$383,325
51620: Programs		\$342,991
51630: Summer Jobs For Minors		\$0
51810: Overtime		\$20,376
51910: Fringe Benefits		\$8,171
	Total	\$1,057,141
10137 - 51920 FICA Total:	Total x .0765	\$80,871

1000 SERIES TOTAL: \$1,138,012

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

2000 SERIES: SERVICES

10137 - 52010 Advertising

Bid postings for Capital Improvement Projects Planned: 4 x \$340	\$1,360
Waterford Beach Park Concession Bid for Beach Vendor and Concert Mobile Food Trucks:	\$400
*\$2,001 revenue from vendor bid and concessions in FY'18	
Waterford Beach Park Concert Series - WCTY (covers 8 stations)	\$1,000
10137 - 52010 Advertising	TOTAL \$2,760

10137 - 52020 Postage

Program Booklets: Distributed 3x/yr, approx. 9,600 copies ea. mailing, avg. \$1,850 ea.	\$5,100
Ad fees pay for production. All Town Depts. Can place info in booklets.	
Mail: 2yr/24 month avg = \$82/month = \$984 w/ \$16 additional for specialty mailing	\$1,000
10137 - 52020 Postage	TOTAL \$6,100

10137 - 52040 Service Contracts

Welding Tank Rental/Maintenance	\$200
Copier/Fax Machine	\$920
Pre-Employment Drug Tests: 4 x \$55 (2 Seasonal maintainers, 2 SJFM Supervisors)	\$220
New Program Instructor Background Checks: 4 @ \$33	\$132
Fire Extinguisher Service: 27 extinguishers (buildings, vehicles) x \$7.50 (Shipmans)	\$203
Fire Extinguisher Repair/Replacement	\$200
Sub Total	\$1,875

Community Center Shared Costs w Senior Services

Full-Time Custodian: \$66,994 (Quoted by BOE)	\$33,497
Lease of Ricoh MP4002sp networked printer/scanner/copier	\$528
Quarterly Fitness Room Inspections/Equipment - CIRMA	\$400
Basic Cable Service- Atlantic Broadband	\$306
Sub Total	\$34,731

10137-52040 Service Contracts Total	\$36,606
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WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

10137 - 52050 Association Education

National Recreation and Parks Association (NRPA)	\$450
Connecticut Recreation and Parks Association (CRPA)	\$275
New England Parks Association	\$105
New England Parks Annual Conference	\$300
Park Management Seminars	\$850
Connecticut Parks Association (CPA)	\$75
Professional Certifications	\$200
Magazine Subscriptions	\$60
New England Sports Turf Managers Association	\$75
Connecticut Tree Warden Association	\$60
NRPA/CRPA/CPA Training Sessions	\$1,200
(Continuing Education credits required to maintain licenses)	

10137 - 52050 Association Education Total	\$3,650
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10137 - 52070 Reimbursable

Petty Cash	\$150
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10137 - 52070 Reimbursable Total	\$150
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10137 - 52080 Telephone

Cell Phone Service (Administrators)	\$144 avg x 12 months	\$1,728
Beach Operation Phones	\$100 avg x 4 months	\$400
In-House Phone Service	\$60 avg x 12 months	\$720

10137 - 52080 Telephone Total	\$2,848
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WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

10137 - 52380 Programs

Ballet: 16 sessions x \$45/session	\$720
Butterfly Dancers: 20 sessions x \$30/session	\$600
Youth Hockey Program (Ice time at CT College)	\$6,000
Mens Softball:	
Umpires (2/game): 130 games x 2 x \$30	\$7,800
Scorekeeper: 130 games x \$15/game	\$1,950
Hula Hoop Fitness: 12 sessions x \$100/session	\$1,200
Swimnastics: 50 sessions x \$50/session (evening)	\$2,500
Zumba: 50 sessions x \$40/session	\$2,000
Sub Total	\$22,770

Special Events

Pearl Harbor Masters Road Race	
Southern New England Road Race Officials	\$350
T-Shirts	\$1,000
Regional Childrens Triathlon	\$300
Fishing Derby	
Trout Hatchery and Worms	\$900
Awards	\$150
Quaker Hill & Town Hall Tree Lightings: Food and Beverages	\$100
Easter Egg Hunt (eggs and contents)	\$0
Sandcastle Building Competition (prizes)	\$100
Stenger Farm X-Country Race - One handicapped port o john x \$175	\$175
Summer Concert Series (11): 1 Free, 10 avg of \$910	\$9,100
ASCAP licensing fee	\$352
Community Garden Annual Planting: bulbs,mulch, etc.	\$0
Sub Total	\$12,527

Program Supplies

Athletic Equipment, Art Supplies, etc.	\$2,180
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Program Clothing

Waterfront and Pool Lifeguards	
Male swim suits: 40 x \$30/suit	\$1,200
Female suits: 40 x \$55/suit	\$2,200
Summer Personnel Staff Shirts: 6 dozen x \$12/shirt	\$810
(Gatehouse, Playgrounds, etc.)	
Sub Total	\$6,390

Safety Training: American Red Cross - Certificates - Swim Lessons, etc.	\$700
Sub Total	\$700

10137 - 52380 Program Total	\$42,387
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WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

10137 - 52206 Waterford Week Subsidy (Harvest Festival)	\$4,750
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10137 - 52390 Co-Sponsored Programs

American Legion	\$1,805
Babe Ruth	\$4,750
Community Band	\$2,850
Football/Cheerleading	\$4,750
Lacrosse	\$4,500
Little League	\$11,390
Pre-Teen Basketball	\$4,061
Soccer	\$5,187
Softball	\$1

Was not able to operate during Covid19: will request again FY23

10137 - 52390 Co-Sponsored Programs Total	\$39,294
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WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

10137 - 52420 Maintenance of Properties

Materials:

Beach/Mason Sand- Lombardi Quote attached

Pricing:	\$25/ton	
Pleasure Beach walkway	0 tons	\$0
Waterford Beach Park - Volleyball and Horseshoes	0 tons	\$0
*No sand purchase expected for FY'22	SUB TOTAL	\$0

Loam - McClure quote

Pricing:	\$25/ton	
Stump grinding repair	avg. 58 tons/year	\$1,450
Repairs around Gazebo		
Athletic Fields: top dressing		
Park area repair - re-seeding/ruts/etc.		
Trenching		
	SUB TOTAL	\$1,450

Clay: Keegan and Sons quote

Pricing:	\$69/Ton	
Leary Baseball	10 tons	\$690
Vets Memorial Field	10 tons	\$690
	SUB TOTAL	\$1,380

Stone Dust: Rawson quote

Pricing:	\$29/Ton	
Leary Softball	avg 45 tons/year	\$1,305
Lisa Dedrick Field (Cohanzie)		
Ridgewood Park walkways		
	SUB TOTAL	\$1,305

Marking Lime: Site One -state contract

Pricing:	\$6/Bag	
Civic Triangle/Vets Memorial Field	12 Bags	\$72
Leary Baseball, Softball	13 Bags	\$78
Lisa Dedrick Field (Cohanzie)	10 Bags	\$60
	SUB TOTAL	\$210

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

Grass Seed: Tom Irwin planner - HashMark, Touchdown, or Rapid Tee Blend

Pricing:	\$2.45/LB	
Civic Triangle (JPH, Gazebo, Library, etc.)	200 lbs.	\$490
Vets Memorial Field	150 lbs	\$368
Leary Baseball, Softball, Soccer	350 lbs	\$858
Lisa Dedrick Field (Cohanzie)	125 lbs	\$306
Veteran's Memorial Park	100 lbs	\$245
Waterford Beach Park	150 lbs	\$368
SUB TOTAL		\$2,635

Marking Paint: Pioneer (State Contract)

Fall Order: 22 pails @ \$77.25/pail	\$1,700
Spring Order: 38 pails @ \$76.00/pail (5 gallons/pail)	\$2,888
SUB TOTAL	\$4,588

Lime for Top Dressing

Pricing:	\$5/Bag	
Civic Triangle	60 bags	\$300
Dedrick (Cohanzie) Field	30 bags	\$150
Leary Baseball, Soccer, Softball	120 bags	\$600
Vets Memorial Field	50 bags	\$250
SUB TOTAL		\$1,300

Fertilization - Tom Irwin, Site One, etc. - State Contract \$10,100

Synthetic and Various Blends average of \$9900 last 3 years

Civic Triangle - PD, YSB, TH, ES
 Duck Pond area/Community Center Grounds
 Leary Baseball, Softball, Soccer
 Lisa Dedrick Field (Cohanzie)
 Stenger Park
 Veteran's Memorial Field
 Veteran's Memorial Park
 Waterford Beach Park

SUB TOTAL \$10,100

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

Soil Tests

Tom Irwin administers

Pricing:

\$45/Test

Vets Memorial Field

\$45

Leary Baseball, Softball, Soccer

\$135

Lisa Dedrick Field (Cohanzie)

\$45

SUB TOTAL \$225

Playground Surfacing:

Pricing:

CT Mulch Quote

\$25.00/yard

Leary Park (+ Playground Safety Mat Replacement)

32 yards

\$800

Lisa Dedrick Field (Cohanzie)

25 yards

\$625

Veterans Playground

15 yards

\$375

Waterford Beach Park

25 yards

\$625

SUB TOTAL \$2,425

Bark Mulch

CT Mulch Quote

Pricing:

Gardens

\$29/yard

Civic Triangle - Town Hall, PD, YSB, JPH, etc.

30 yards

\$870

Veterans Memorial Park

10 yards

\$290

Waterford Beach Park

25 yards

\$725

SUB TOTAL \$1,885

Sod (Field Repair for infield)

\$0.30/sf

Vets Memorial Field

1000 sf

\$300

Leary Baseball, Softball

2200 sf

\$660

SUB TOTAL \$960

Gravel: Lombardi quote attached

\$18.50/ton

Leary Park Access Road (rain storm washouts)

20 ton

\$370

Veteran's Maintenance Garage (driveway)

20 ton

\$370

Waterford Beach Park (pavilion roadway, drop off, etc.)

40 ton

\$740

Stenger Farm Park parking lot + access road

60 ton

\$1,110

SUB TOTAL \$2,590

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

Fence Repair \$1,200

Chain Link

Leary Baseball, Softball, Soccer, Basketball

Lisa Dedrick Field (Cohanzie)

Dog Park

Split Rail

Pleasure Beach

Stenger Park

Waterford Beach Park

SUB TOTAL **\$1,200**

Sign Repair & Installation (paint, wood, hardware, posts)

No Dogs Allowed

No Tobacco Products

Park Entrance Signs

No Fishing/Swimming/Ice Skating

Clean up after your Dog and Leash Law

WBP Dune signs

Field Distances

Park/Facility Signage

SUB TOTAL **\$750**

Picnic Area Repairs

Grills, Roofs/Shelters, Tables, Benches, etc.

Arnie Holmes Duck Pond

\$50

Jordan Mill Park

\$100

Mago Point

\$50

Waterford Beach Park

\$300

SUB TOTAL **\$500**

Field Plates, Bases, Safety Hardware - BSN Sports

Leary Home Plate tarp

\$1,031

Vets Baseball Pitching and Home plate tarps

\$1,668

Ballfield bases

\$250

SUB TOTAL **\$2,949**

Basketball/Soccer/Tennis Court Maintenance - BSN Sports

Leary Park Soccer: 1 net @ \$160

\$160

Leary Basketball Goal/Rim Replacement: 1 @ \$130

\$130

Leary Basketball Nets (2 Hoops): avg. 6/yr. 6 @ \$3.99/ea

\$24

Leary Park Tennis Courts (2): 1 net @ \$160

\$160

Quaker Hill Tennis Courts (2)

\$320

Waterford Beach Park Tennis Courts (2): 1 @ \$160/ea

\$160

SUB TOTAL **\$954**

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

Port-A-John Rental

Pricing:

ADA Handicapped Accessible (H)	\$175/month		
Standard (S)	\$110/month		
Grimsey Beach: Save The River Save The Hills Regatta: weekend		S	\$110
Civic Triangle/Vets Memorial Field	<i>New accessible path</i>	H	\$0
Pleasure Beach	FY'21: 2 mo. / FY'22: 3 mo.	S	\$550
Waterford Beach Park	<i>New accessible path & building</i>	H	\$0
SUB TOTAL			\$660

Park and Building Repairs & Maintenance

Garage Doors, Lights, Graffiti removal, gate repair, doors, floors, plumbing wood for benches-LG shack -picnic tables-benches, etc.

Disposal fees for removal of debris not accepted by Transfer Station/Miner Lane Dump	\$500
Gazebo - lights, graffiti, etc.	\$350
Jordan Park House	\$350
Doors,Floors,Light Fixtures,Plumbing	
Leary Park	\$250
Water fountain repairs	
Maintenance & Public restroom	
Lisa Dedrick Field (Cohanzie) - Concession, Scorers Booth/Storage area	\$250
Entrance gates: Tractor Supply quotes	
Stenger Farm Park: (2) Summer Street and Main access	\$200
Grimsey Beach	\$100
WBP	
Veteran's Memorial Park fountain:maintenance - expected pit replacement or alteration	\$1,500
Waterford Beach Park	
Bridge maintenance - boards, paint, etc. (Bridge completed, no expected costs)	\$0
Shop Building maintenance	\$300
Two (2) public restrooms	\$0
Lifeguard Shack	\$100
Lifeguard Stands (re-built chairs in FY'19)	\$0
Contracted tree pruning as needed	\$2,500
Equipment Rental - see back up	\$2,550
Trenching, stump grinder, etc.	
Unexpected Building repairs	\$2,500
NEW: Town Contracted Electrical Service	\$4,000
- DEF Electrical invoices, etc. (YTD in back up material)	
	SUB TOTAL
	\$15,450

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

Water	FY'19	FY'20	FY'22
Civic Triangle/Vets Memorial Field	\$880	\$519	\$600
Jordan Park House	\$105	\$67	\$80
Leary Park	\$145	\$172	\$170
Lisa Dedrick Field (Cohanzie)	\$324	\$2,300	\$475
Mago Point	\$130	\$130	\$130
Ridgewood Park	\$130	\$86	\$100
Veteran's Maintenance Garage/Public Restroom	\$516	\$622	\$615
Waterford Beach Park			
Maintenance Building/Causeway Bathroom	\$590	\$239	\$600
Pavilion/Group Picnic Bathroom	\$50	\$55	\$55
Fire service 8" charge	\$1,595	\$1,595	\$1,595
		SUB TOTAL	\$4,420
Sewer	FY'19	FY'20	FY'22
Jordan Park House	\$247	\$191	\$200
Veteran's Maintenance Garage/Public Restroom	\$1,177	\$1,175	\$1,175
Waterford Beach Park- Septic Tank cleaning (2)	\$784	\$650	\$650
Dedrick Field	\$490	\$2,133	\$750
		SUB TOTAL	\$2,775
Electric: CL&P and TransCanada incl.	FY'19	FY'20	FY'22
Civic Triangle/Vets Memorial Field	\$1,040	\$978	\$1,000
Nevins Cottage	\$120	\$120	\$120
Gazebo	\$561	\$569	\$570
Jordan Park House + Street Light	\$1,105	\$909	\$1,000
Leary Park	\$1,340	\$923	\$1,150
Lisa Dedrick Field (Cohanzie)	\$575	\$582	\$585
Mago Point	\$871	\$1,154	\$1,100
Miner Lane Salt Shed	\$528	\$528	\$528
Town Hall Basektball Courts	\$1,040	\$683	\$875
Veteran's Maintenance Garage/Public Restroom	\$2,006	\$2,312	\$2,300
Jordan War Memorial Park	\$195	\$181	\$185
Town Hall War Memorial Park	\$275	\$169	\$200
Waterford Beach Park			
Maintenance Building & Gatehouse	\$990	\$1,021	\$1,005
Pavilions/Bathrooms/Concerts	\$550	\$537	\$545
		SUB TOTAL	\$11,163
Heat			
Pricing: \$1.67	FY'19	FY'20	FY'22
Jordan Park House - \$1.67 x 550 gallons	\$1,331 (\$2.42)	\$1,315 (\$2.39)	\$919
Annual Furnace Cleaning Parts(BOE performs service)	\$50	\$50	\$50
Propane: price fluctuation (pricing \$2.69 - \$2.99: \$2.83 used)			
Veteran's Maintenance Garage/Public restroom			
average 1050 gal/yr	\$3,400	\$2,972	\$2,972
Waterford Beach Park			
average 975 gallons	\$2,750	\$2,750	\$2,750
		SUB TOTAL	\$6,691

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

Board of Education

Bark Mulch - Dark Cedar	Pricing	
<i>Waterford High School</i>	\$29/yard	\$5,162
<i>Clark Lane</i>	avg. 178 yards/annually	
<i>Great Neck</i>		
<i>Oswegatchie</i>		
<i>Quaker Hill</i>		

SUB TOTAL \$5,162

Sod (Field Repair for infield)	\$0.30/sf	
<i>Waterford High School Baseball</i>	1200 sf	
	SUB TOTAL	\$360

Soil Tests	\$45/Test	
<i>Waterford High School</i>	2 tests	\$90
<i>Clark Lane Middle School</i>	1 tests	\$45
<i>Great Neck</i>	1 tests	\$45
<i>Oswegatchie</i>	1 tests	\$45
<i>Quaker Hill</i>	1 tests	\$45
	SUB TOTAL	\$270

Field Plates, Bases, Safety Hardware (Pioneer Quote - State Contract)

<i>Ballfield bases</i>		\$175
	SUB TOTAL	\$175

Fertilization	avg. \$10k-\$14k annually	
<i>Waterford High School</i>	Various	\$3,500
<i>Clark Lane Middle School</i>	Organic	\$1,800
<i>Great Neck</i>	Organic	\$1,600
<i>Oswegatchie</i>	Organic	\$1,600
<i>Quaker Hill</i>	Organic	\$1,500
	SUB TOTAL	\$10,000

Marking Paint:	Avg. \$4,450/year	
Fall: 28 pails x \$77.25/pail		\$2,163.00
Spring: 34 pails @ \$76/pail		\$2,584.00
<i>Clark Lane - Soccer - Lacrosse - Softball - Lap Lines</i>		
<i>Elementary School fields (flag football, track lines, etc.)</i>		
<i>WHS - Field Hockey - Lacrosse - Football - Soccer - T&F</i>		

SUB TOTAL \$4,747

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

Lime for Top Dressing	\$5/Bag	
<i>Waterford High School</i>	90 bags	\$450
<i>Clark Lane</i>	55 bags	\$275
<i>Great Neck</i>	40 bags	\$200
<i>Oswegatchie</i>	40 bags	\$200
<i>Quaker Hill</i>	30 bags	\$150
	SUB TOTAL	\$1,275

Board of Education		
Grass Seed:	\$2.45/Pound	
<i>Waterford High School</i>	500 lbs	\$1,225
<i>Clark Lane Middle School</i>	200 lbs	\$490
<i>Great Neck - additional needed for sustaining growth</i>	200 lbs	\$490
<i>Oswegatchie</i>	100 lbs	\$245
<i>Quaker Hill</i>	100 lbs	\$245
	SUB TOTAL	\$2,695

Marking Lime:	\$6/Bag	
<i>Waterford High School Baseball Field</i>	15 bags	\$90
<i>Clark Lane Softball</i>	6 bags	\$36
	SUB TOTAL	\$126

Clay:	\$69/ton	
<i>Waterford High School Baseball Field</i>	15 ton	\$1,035
	SUB TOTAL	\$1,035

Loam	\$25/ton	
<i>Waterford High School</i>	25 tons	\$625
<i>Clark Lane Middle School</i>	15 tons	\$375
<i>Great Neck</i>	15 tons	\$375
<i>Oswegatchie</i>	12 tons	\$300
<i>Quaker Hill</i>	10 tons	\$250
	SUB TOTAL	\$1,925

10137 - 52420 Total \$106,335

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

10137 - 53010 Office Supplies

Beach Stickers	2,500 x \$0.371	\$927
Wrist Bands (still in stock)		\$0
Misc: Calendars, Signage, Time Cards, Newspaper, etc.		\$436
10137-53010 Office Supplies Total:		\$1,363

10137 - 53020 Other Supplies

Paint and Paint Supplies for Indoor/Outdoor use	\$2,000
Replacement Trash Barrels	\$500
Replacement & Repair of Locks and Keys	\$600
Gas Can Replacements: OSHA, 2 x \$90	\$180
Light Bulbs & Fluorescents: Shops(2), Restrooms, JPH, Parks	\$400
Safety Gear Replacement (ANSI)-Hearing/Eye/Etc.	\$800
Carpenter Supplies/Lumber	\$2,349
Designate Swimming Areas (Buoys, Lines, Etc.)-DEP	\$450
Work Gloves	\$500
Dog Park bags: Bow Wow Waste: 27 cases at @ \$27.99/ea	\$756
First Aid Supplies	\$500
Replacement Hand Tools	\$1,500
Replacement Power Tools	\$2,500
Plumbing Supplies	\$2,000
Flag Replacements	\$600
Supplies (Hardware, Cement, Roofing, etc.)	\$6,500
Paint Liner Machine Repair Parts	\$450
Electrical Supplies/Repairs	\$1,500
SUB TOTAL	\$24,085

	<i>Per Case/ Unit</i>	<i>Quantity</i>	<i>Total</i>
Custodial			
Toilet Tissue	\$50	16	\$800
40 oz Deoderant Cakes	\$20	2	\$40
Urinal Screen Blocks	\$8	2	\$16
Go-Jo Hand Cleaner	\$51	5	\$255
Steel Saks, Trash Can Liners (Large)	\$34	40	\$1,360
Trash Can Liners (Small)	\$27	12	\$324
Brown Roll Paper Towels	\$21	10	\$210
Citro Blast Hand Soap for garages	\$95	2	\$190
M Fold Towels	\$21	4	\$84
Disinfectant Spray	\$44	1	\$44
Maxima Cleaner	\$175	2	\$350
Paper Towels	\$22	5	\$110
Water Cooler			\$110
SUB TOTAL			\$3,893

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

	<i>Per Case/ Unit</i>	<i>Quantity</i>	<i>Total Cost</i>	<i>Rec & Park Share</i>
Commercial Dishwasher Detergent	\$ 94.00	1	\$ 94.00	\$47
Rinse All	\$ 52.00	1	\$ 52.00	\$26
Sanitizing Solution for Warewashing	\$ 64.00	1	\$ 64.00	\$32
Warewashing Detergent	\$ 32.00	1	\$ 32.00	\$16
Brooms/Dust Pans/Vacuum Heads	\$ 50.00	1	\$ 50.00	\$25
Microfiber Mop Heads (2pk)	\$8.00	6	\$ 48.00	\$24
Disposable Gloves	\$37.00	4	\$ 148.00	\$74
Facial Tissues	\$26.00	2	\$ 52.00	\$26
M Fold Towels	\$21.00	33	\$ 693.00	\$346
GoJo Hand Cleaner	\$51.00	7	\$ 357.00	\$178
Toilet Tissue	\$50.00	10	\$ 500.00	\$250
Winterclean #117	\$202.00	1	\$ 202.00	\$101
Window Cleaner #101	\$152.00	1	\$ 152.00	\$76
Prozyme #121	\$105.00	2	\$ 210.00	\$105
Peroxide Multi-Cleaner #120	\$152.00	2	\$ 304.00	\$152
Multipurpose #107	\$164.00	1	\$ 164.00	\$82
Waste Paper Basket Liners	\$27.00	4	\$ 108.00	\$54
High Density Can Liners	\$34.00	6	\$ 204.00	\$102
Paper Towel Rolls	\$25.00	3	\$ 75.00	\$38
Wipe-All 60 Wipes	\$26.00	4	\$ 104.00	\$52
Hand Sanitizer Case of 4oz bags	\$77.00	1	\$ 77.00	\$39
Fitness Equipment Wipes	\$140.00	8	\$ 1,120.00	\$560
Battery packs for lavatory fixtures	\$198.00	2	\$ 396.00	\$198
Light bulbs and Ballasts	\$110.00	1	\$ 110.00	\$55

SUB TOTAL \$2,658

10137-53020 Other Supplies Total:

\$30,636

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

10137-53080 Maintenance Of Vehicles

Maintenance Vehicles

R2- 2009 Ford Escape	61,141 miles	
R6- 1999 Dodge Van	80,142 miles	
R-8 2016 Chevrolet Silverado Pick Up	24,675 miles	
R-9 2020 GMC Sierra Dump Truck	5,328 miles	
R-10 2014 Chevrolet 2500 Pick Up	59,501 miles	
R-11 2015 Chevy Silverado 3500 Dump	29,848 miles	
R-14 2009 Ford F-450 Dump Truck	88,821 miles	
R-15 2020 Ford F-250 Pick Up	4,187 miles	
R-16 2020 Ford F-250 Pick Up	5,007 miles	
SUB TOTAL		\$7,000

Tractors/Mowers

P51- 2003 John deere 4710 Tractor /Loader	334 hours	
P53-2016 Toro Groundmaster 4100	839 hours	
P54- 2017 Ferris IS 5000 Mower	501 hours	
P55- 2016 Toro Groundmaster 4100	697 hours	
P59- 2019 Kubota L6060 Tractor w/Loader	597 hours	
P60- 2015 Toro Groundmaster	1,608 hours	
P61- 2014 Kabota L4760 GST Tractor w/Loader	2,226 hours	
P62- 2013 Toro Groundmaster 4000D 10' Mower	567 hours	
P63- 2016 Toro Groundmaster 7200 6' Mower	888 hours	
P65- 2013 Toro Groundmaster 360	1,636 hours	
P74- 2016 Toro Sand Pro 3040	572 hours	
SUB TOTAL		\$7,000

Other

Trailers(6), Snow Blower(2), Sod Cutter, Top Dresser, Infield Machine, Leaf Vacs(2) Push Mowers, Grass Trimmers, Back-Pack Blowers, Chain Saws, Snow Plows(4), Salt Spreader		
SUB TOTAL		\$6,750

10137-53080 Maintenance of Vehicles Total:	\$20,750
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10137-53090 Fuels and Lubricants

Pricing: \$1.35	FY'19	FY'20	FY'22
Unleaded: 3,900 @ \$1.35	3,300 (\$2.36)	7200 (\$2.25)	\$5,265
Diesel: 4250 gallons @ \$1.63	5,750 (\$2.40)	12495 (\$2.45)	\$6,928
Hydraulic Brake, Transmission, Oil, etc.			\$500
10137-53090 Fuels and Lubricants Total:			\$12,693

WATERFORD RECREATION AND PARKS COMMISSION FISCAL YEAR 2022 BUDGET

10137-54020 Equipment

Trailer Repairs * Requesting future trailers be included into the Fleet Management Plan

Asset#9204031607 1996 Cross Country Trailer - Plate 136WFD

Asset#9204031596 1999 Trailer - Plate 155WFD

10137-54020 Equipment Total:

\$1,825

1000 Series

\$1,138,012

2000 Series

\$244,880

3000 Series

\$65,442

4000 Series

\$1,825

Recreation and Parks FY 2016 Budget Total:

\$1,450,159

**TOWN OF WATERFORD
PERSONNEL WORKSHEET - DEPARTMENT NAME
2021/2022 FISCAL YEAR**

LINE 51920

DATE OF HIRE	POSITION	HOURS WORKED/ WEEK	WEEKLY/ HOURLY RATE	SALARY '20/'21	SALARY '21/'22	LONGEVITY	TOTAL EMPLOYEE SALARY	PAYROLL TAXES (F.I.C.A.)
51110 - ADMINISTRATION								
6/1/1999	Director	35	\$51.32	\$106,778	\$111,583	\$2,232	\$113,815	8,707
6/24/2004	Assistant Director	35	\$34.49	\$78,605	\$78,605	\$1,179	\$79,784	6,103
10537-51210 CLERICAL/TECHNICAL								
3/4/1974	Office Coordinator	35	\$27.28	\$56,740	\$59,521	\$600	\$60,121	4,599
4/10/2000	Clerk Typist II	19	\$24.54	\$24,246	\$24,246		\$24,246	1,855
	Part-Time Clerical		\$13.00	\$4,200	\$4,550		\$4,550	348
10537-51220 CUSTODIAL								
8/8/2016	Custodian I	19	\$20.11	\$18,868	\$19,762		\$19,762	1,512
10537-51610 PARKS MAINTENANCE 1303 Union								
11/13/2006	Maintainer IV	37.5	\$32.76	\$68,139	\$71,479	\$250	\$71,729	5,487
12/3/2012	Maintainer III	37.5	\$28.30	\$58,861	\$63,131		\$63,131	4,830
6/6/2013	Maintainer III	37.5	\$25.67	\$53,389	\$53,339		\$53,339	4,080
1/30/2015	Maintainer II	37.5	\$23.80	\$48,425	\$48,666		\$48,666	3,723
3/3/2016	Maintainer II	37.5	\$22.66	\$46,119	\$44,884		\$44,884	3,434
3/3/2016	Maintainer II	37.5	\$20.11	\$46,119	\$43,882		\$43,882	3,357
6/10/2019	Maintainer I	37.5	\$18.24	\$37,942	\$37,534		\$37,534	2,871
	Seasonal Maintainers	75 (2)	\$14.00	\$20,160	\$20,160		\$20,160	1,542
10537-51620 RECREATION PROGRAM PERSONNEL								
7/26/1983	Program Coordinator	35	\$28.99	\$60,305	\$60,305	\$1,739	\$62,044	4,746
	Aquatics Director	19	\$16.88	\$16,036	\$16,036		\$16,036	1,227
	Playground Directors		\$16.88	\$6,077	\$6,077		\$6,077	465
	Playground Assistants		\$12.00	\$14,040	\$15,210		\$15,210	1,164
	Gatehouse Attendants		\$12.00	\$9,600	\$12,428		\$12,428	951
	Waterfront Supervisor		\$16.88	\$9,453	\$9,934		\$9,934	760
	Captain of Lifeguards		\$14.56	\$8,154	\$8,714		\$8,714	667
	Beach Lifeguards		\$13.19	\$44,319	\$47,678		\$47,678	3,647
	WHS Pool Lifeguards		\$12.50	\$26,793	\$34,644		\$34,644	2,650
	Pool Supervisors		\$13.86	\$29,835	\$26,270		\$26,270	2,010
	Pool Attendant		\$12.00	\$10,614	\$11,109		\$11,109	850
	Aqua Instructor	Contractual	\$40.00	\$3,600	\$3,000		\$3,000	230
	Asst. Swim Instructors		\$12.00	\$27,768	\$29,700		\$29,700	2,272
	Water Safety Instructor		\$12.75	\$9,767	\$10,103		\$10,103	773
	CC Building Monitor	25	\$17.74	\$22,938	\$22,938		\$22,938	1,755
	Program Personnel		Varies	\$42,335	\$42,335		\$42,335	3,239
10537-51630 SUMMER JOBS FOR MINORS								
	SJFM: Youth Participants		\$10.20	\$14,790	\$0		\$0	0
	SJFM: Crew Leader		\$13.19	\$2,770	\$0		\$0	0
	SJFM: Supervisor		\$16.47	\$3,458	\$0		\$0	0
51810 - OVERTIME								
	Overtime Hours		\$37.47	\$30,386	\$20,376		\$20,376	1,559
51910 - FRINGE BENEFITS								
	Department						\$8,171	625
TOTALS - DEPARTMENT								
				\$1,061,629	\$1,058,199	\$6,000	\$1,072,370	\$82,036

**FRINGE BENEFIT WORKSHEET
2020-2021 FISCAL YEAR**

LINE 51910 LINE 51920

POSITION	CLOTHING ALLOWANCE	MEALS	HRA FUNDING	TOTAL FRINGE BENEFITS	PAYROLL TAXES (F.I.C.A.)
Director of Recreation and Parks			3,080.00	3,080.00	235.62
Asst. Director of Recreation and Parks				0.00	0.00
Program Coordinator			1,739.00	1,739.00	133.03
Office Coordinator				0.00	0.00
Maintainer IV	350.00	86.00		436.00	33.35
Maintainer III	350.00	86.00		436.00	33.35
Maintainer III	350.00	86.00		436.00	33.35
Maintainer II	350.00	86.00		436.00	33.35
Maintainer II	350.00	86.00		436.00	33.35
Maintainer II	350.00	86.00		436.00	33.35
Maintainer I	350.00	86.00		436.00	33.35
Seasonal Maintainers	300.00			300.00	22.95
TOTAL - FRINGE BENEFITS	2,750.00	602.00	4,819.00	8,171.00	625.08

**PROPOSED REVENUE BY DEPARTMENT
2021-2022 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: Recreation and Parks Commission

LINE ITEM	2019-2020 BUDGET	2019-2020 ACTUAL	2020-2021 BUDGET	2021-2022 PROPOSED	VARIANCE
Beach Admission Fees	115,000	103,000	123,000	130,000	7,000
Benefit Assessments					0
Bulky Waste Fees					0
Conveyance Tax					0
Copy Fees					0
Fines/Penalties					0
Hazardous Household Waste					0
Inspection Fees					0
Interest/Lien Fees					0
Inter-Municipal Revenues					0
Investment Interest					0
Permitting/Licensing Fees					0
Program/Registration Fees	80,000	57,656	80,000	80,000	0
Recording Fees					0
Rentals	8,000	5,095	10,000	10,000	0
Sale of Equipment/Vehicles					0
Sale of Recyclables					0
State Operational Grants					0
Tax Collections					0
Tipping Fees					0
Versa Kart/Blue Box Purchases					0
Ledge Light Expense Offset					0
Miscellaneous					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	203,000	165,751	213,000	220,000	7,000

TOWN OF WATERFORD, CONNECTICUT
STATEMENT OF REVENUES AND OTHER FINANCING SOURCES-
ORIGINAL BUDGET AND ACTUAL-GENERAL FUND
FOR THE FIVE YEARS ENDED JUNE 30, 2020

	FY2020		FY2019		FY2018		FY2017		FY2016	
	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL	ORIGINAL BUDGET	ACTUAL
RECREATION & PARKS	\$ 203,000	\$ 165,818	\$ 203,000	\$ 211,868	\$ 192,000	\$ 203,612	\$ 35,742	\$ 201,084	\$ 170,000	\$ 201,885

<u>PROGRAM</u>	<u>ATTENDANCE</u>	<u>COST</u>	<u>REVENUE</u>	<u>PROFIT/ LOSS</u>
WINTER 2016/SPRING 2017				

Adult Conditioning	14	\$1,200.00	\$360.00	-\$840.00
American Red Cross Lifesaving	8	\$1,196.00	\$675.00	-\$521.00
Aqua Fitness	22	\$1,840.00	\$885.00	-\$955.00
Barre Fitness	8	\$980.00	\$600.00	-\$380.00
Cardio Strength & Conditioning (2)	56	\$900.00	\$2,513.00	\$1,613.00
Experiment w/Painting	6	\$780.00	\$240.00	-\$540.00
2 yr Development	4	\$266.00	\$160.00	-\$106.00
Interval Training	28	\$1,000.00	\$1,068.00	\$68.00
Intro to Karate I (Winter)	6	\$200.00	\$250.00	\$50.00
Intro to Karate II (Winter)	6	\$200.00	\$250.00	\$50.00
Nature Play 3-5 yrs	DNR	\$0.00	\$0.00	\$0.00
Parent-Tot Swim: 6 -18 months	18	\$1,222.00	\$650.00	-\$572.00
Pilates	16	\$450.00	\$650.00	\$200.00
Pilates II	18	\$450.00	\$713.00	\$263.00
PIYO Strength & Total Fitness	11	\$471.00	\$787.00	\$316.00
Playful Yoga	5	\$266.00	\$210.00	-\$56.00
Swimnastics	31	\$1,675.00	\$1,968.00	\$293.00
Tai Chi	10	Volunteers	\$275.00	\$150.00
Yoga-Beginner	60	\$2,160.00	\$5,400.00	\$3,240.00
Yoga- Active Fitness	24	\$750.00	\$1,705.00	\$955.00
Yoga - Hatha	19	\$480.00	\$1,121.00	\$641.00
Yoga - Hatha II	16	\$400.00	\$934.00	\$534.00
Yoga Play 3-5yr old	6	\$266.00	\$250.00	-\$16.00
Youth Cooking	8	\$700.00	\$413.00	-\$287.00
Youth Fitness & Sport	7	\$266.00	\$290.00	\$24.00
Youth Swim Lessons (11):	103	\$7,943.00	\$3,655.00	-\$4,288.00
Zumba - Beginners	19	\$1,870.00	\$1,550.00	-\$320.00
		\$27,931.00	\$27,572.00	-\$484.00
		\$77,334.00	\$77,970.00	\$636.00

Fee-Based Program Cost-Recovery

Cost: \$77,334.00

Revenue: \$77,970.00

Recovery: 101%

<u>PROGRAM</u>	<u>ATTENDANCE</u>	<u>COST</u>	<u>REVENUE</u>	<u>LOSS</u>
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SUMMER 2017

Baby and I	15	\$358.00	\$555.00	\$197.00
Art /Drawing	6	\$450.00	\$469.00	\$19.00
Barre Fitness	8	\$336.00	\$400.00	\$64.00
Butterfly Ballerinas	8	\$240.00	\$320.00	\$80.00
Early AM Hour of Power	16	\$420.00	\$675.00	\$255.00
Dog Obedience	8	\$300.00	\$307.00	\$7.00
Early AM Hour of Power	16	\$420.00	\$675.00	\$255.00
Fluttering Ballerinas	5	\$240.00	\$210.00	-\$30.00
Incredi-Flix Animation	5	Paid	Direct	\$0.00
Pilates	16	\$400.00	\$675.00	\$275.00
Pre-Engineering - Play Well Tech	14	Paid	Direct	\$0.00
SkyHawks Mini Camp	8	Paid	Direct	\$0.00
SkyHawks Tennis	5	Paid	Direct	\$0.00
SkyHawks Tennis II	7	Paid	Direct	\$0.00
Swimnastics	29	\$540.00	\$815.00	\$275.00
Tai Chi	10	Volunteers	\$205.00	\$205.00
Yoga - Beach	22	\$240.00	\$1,070.00	\$830.00
Yoga - Daytime	11	\$270.00	\$450.00	\$180.00
Yoga - Evening	27	\$270.00	\$1,280.00	\$1,010.00
Youth Swim Lessons (34):	232	\$20,706.00	\$9,285.00	-\$11,421.00
Zumba	10	\$550.00	\$415.00	-\$135.00
		\$25,740.00	\$17,806.00	-\$7,934.00

<u>PROGRAM</u>	<u>ATTENDANCE</u>	<u>COST</u>	<u>REVENUE</u>	<u>LOSS</u>
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FALL 2017

Adult Conditioning	15	\$559.00	\$370.00	-\$189.00
Aqua Fitness	29	\$1,480.00	\$1,180.00	-\$300.00
Barre Fitness	8	\$420.00	\$506.00	\$86.00
Body Shred - Fitness	19	\$168.00	\$875.00	\$707.00
Cactus Jack Basketball	53	\$1,200.00	\$2,100.00	\$900.00
Dog Obedience	5	\$300.00	\$150.00	-\$150.00
Interval Training	20	\$540.00	\$875.00	\$335.00
Nature Play 3-5yr olds	7	\$200.00	\$280.00	\$80.00
Pilates	23	\$362.00	\$965.00	\$603.00
Senior Swim	13	\$870.00	\$375.00	-\$495.00
Swimnastics	38	\$1,575.00	\$1,860.00	\$285.00
Tai Chi	10	Volunteers	\$275.00	\$275.00
Volleyball	24	\$275.00	\$595.00	\$320.00
Yoga-Beginner	30	\$772.75	\$2,500.00	\$1,727.25
Yoga- Active Fitness	27	\$410.00	\$1,835.00	\$1,425.00
Yoga - Hatha	16	\$433.00	\$934.00	\$501.00
Yoga Play 3-5yr olds	10	\$267.00	\$410.00	\$143.00
Youth Cookie Swap	6	\$125.00	\$150.00	\$25.00
Zumba	28	\$1,320.00	\$1,809.00	\$489.00
	B6	\$11,276.75	\$18,044.00	\$6,767.25

PROGRAM	ATTENDANCE	COST	REVENUE	LOSS
WINTER 2017/SPRING 2018				
Adult Conditioning	21	\$559.00	\$488.00	-\$71.00
Aqua Fitness	18	\$1,036.00	\$899.00	-\$137.00
Barre Fitness	8	\$224.00	\$300.00	\$76.00
Barre-less Fitness	7	\$224.00	\$270.00	\$46.00
Cardio Strength & Conditioning	29	\$241.00	\$1,313.00	\$1,072.00
Cardio Interval Training	28	\$241.00	\$1,263.00	\$1,022.00
Creative Arts 2-3yr old	10	\$266.00	\$370.00	\$104.00
Creative Arts 3-5yr old	7	\$266.00	\$280.00	\$14.00
East Coast Swing Dance	5	\$600.00	\$263.00	-\$337.00
Experiment w/Painting	5	\$262.00	\$200.00	-\$62.00
Intro to Karate I (Winter)	6	\$162.00	\$150.00	-\$12.00
Intro to Karate II (Winter)	7	\$162.00	\$175.00	\$13.00
Mens Softball	7 teams	\$4,300.00	\$4,725.00	\$425.00
MOVE - Fitness	9	\$241.00	\$400.00	\$159.00
Nature Play 3-5 yrs	4	\$199.00	\$120.00	-\$79.00
Parent-Tot Swim: 6 -18 months	18	\$650.00	\$650.00	\$0.00
Pilates	25	\$241.00	\$1,101.00	\$860.00
Senior Swim	22	\$1,521.00	\$562.00	-\$959.00
Swimnastics	28	\$800.00	\$667.00	-\$133.00
Tai Chi	11	Volunteers	\$282.00	\$282.00
Tot Gym	9	\$266.00	\$330.00	\$64.00
Yoga-Beginner	29	\$556.38	\$2,300.00	\$1,743.62
Yoga- Active Fitness	27	\$650.00	\$1,816.00	\$1,166.00
Yoga Play 3-5yr old	6	\$266.00	\$250.00	-\$16.00
Youth Swim Lessons (11):	104	\$6,721.00	\$3,730.00	-\$2,991.00
Zumba - Beginners	14	\$1,705.00	\$1,150.00	-\$555.00
		\$22,359.38	\$24,054.00	\$1,694.62

\$59,376.00 \$59,904.00 \$528.00

Fee-Based Program Cost-Recovery

Cost: \$59,376.00

Revenue: \$59,904.00

Recovery: 101%

	<u>ATTENDANCE</u>	<u>COST</u>	<u>REVENUE</u>	<u>LOSS</u>
SUMMER 2018				
Baby and I	15	\$358.00	\$555.00	\$197.00
Art Camp	12	\$375.00	\$619.00	\$244.00
Baby Butterflies	6	\$240.00	\$240.00	\$0.00
Beach Boot Camp	12	\$448.00	\$565.00	\$117.00
Butterfly Ballerinas	7	\$240.00	\$300.00	\$60.00
Cardio Sculpt	18	\$241.00	\$800.00	\$559.00
Dog Obedience	11	\$300.00	\$484.00	\$184.00
Early AM Hour of Power	16	\$420.00	\$675.00	\$255.00
Fluttering Ballerinas	9	\$240.00	\$360.00	\$120.00
Nature Play	10	\$200.00	\$180.00	-\$20.00
Pilates	13	\$241.00	\$525.00	\$284.00
Pre-Engineering - Play Well Tech	14	Paid	Direct	\$0.00
Robo WeDo	17	Paid	Direct	\$0.00
Action Movie Flix	7	Paid	Direct	\$0.00
Senior Swim	22	\$1,521.00	\$562.00	-\$959.00
Tai Chi	10	Volunteers	\$210.00	\$210.00
Yoga - Active Fitness	23	\$273.00	\$1,050.00	\$777.00
Yoga - Beach	23	\$186.00	\$1,025.00	\$839.00
Yoga - Daytime	16	\$495.00	\$625.00	\$130.00
Yoga - Evening	33	\$371.00	\$1,440.00	\$1,069.00
Youth Swim Lessons (34):	249	\$20,588.00	\$9,330.00	-\$11,258.00
Zumba	14	\$550.00	\$615.00	\$65.00
		\$27,287.00	\$20,160.00	-\$7,127.00

	<u>ATTENDANCE</u>	<u>COST</u>	<u>REVENUE</u>	<u>LOSS</u>
FALL 2018				
ARC Lifeguarding Course	7	\$1,011.00	\$759.00	-\$252.00
Adult Conditioning	12	\$900.00	\$350.00	-\$550.00
Aqua Fitness	37	\$672.00	\$1,685.00	\$1,013.00
Barre Fitness	10	\$672.00	\$712.00	\$40.00
Boot Camp	10	\$332.90	\$688.00	\$355.10
Cactus Jack Basketball	55	\$805.00	\$2,165.00	\$1,360.00
Cardio Sculpt	28	\$332.00	\$1,175.00	\$843.00
Dog Obedience	8	\$300.00	\$460.00	\$160.00
MOVE	10	\$309.00	\$575.00	\$266.00
Nature Play 3-5yr olds	9	\$200.00	\$410.00	\$210.00
Pilates	27	\$362.00	\$1,330.00	\$968.00
Senior Swim	23	\$1,461.00	\$595.00	-\$866.00
Swimnastics	32	\$1,150.00	\$2,065.00	\$915.00
Tai Chi	10	Volunteers	\$200.00	\$275.00
Volleyball	17	\$1,412.00	\$505.00	-\$907.00
Yoga-Beginner	30	\$741.84	\$2,700.00	\$1,958.16
Yoga- Active Fitness	26	\$410.00	\$2,035.00	\$1,625.00
Yoga - Hatha	27	\$402.00	\$1,680.00	\$1,278.00
Yoga Play 3-5yr olds	13	\$534.00	\$520.00	-\$14.00
Zumba	22	\$660.00	\$1,308.00	\$648.00
	B8	\$12,666.74	\$21,917.00	\$9,577.26

<u>PROGRAM</u>	<u>ATTENDANC</u>	<u>COST</u>	<u>REVENUE</u>	<u>LOSS</u>
WINTER 2018/SPRING 2019				
Adult Conditioning	16	\$1,353.00	\$328.00	-\$1,025.00
Adult Swim Lessons	2	\$45.00	\$80.00	\$35.00
Aqua Fitness	28	\$1,092.00	\$2,100.00	\$1,008.00
ARC Lifesaving Course	9	\$675.00	\$915.00	\$240.00
Art Camp 2 day Mini	6	\$119.00	\$290.00	\$171.00
Barre Fitness	10	\$840.00	\$674.00	-\$166.00
Cardio Sculpt	50	\$543.00	\$2,050.00	\$1,507.00
Cardio Interval Training		\$241.00	\$1,263.00	\$1,022.00
Creative Arts 3-5yr old	7	\$266.00	\$280.00	\$14.00
Dog Obedience	8	\$241.00	\$296.00	\$55.00
East Coast Swing Dance	31	\$546.00	\$1,655.00	\$1,109.00
Experiment w/Painting	5	\$175.00	\$160.00	-\$15.00
Hoop Basics	23	\$1,475.00	\$825.00	-\$650.00
Intro to Karate	10	\$163.00	\$250.00	\$87.00
Mens Softball	11	\$4,900.00	\$5,100.00	\$200.00
Nature Play 3-5 yrs	6	\$200.00	\$195.00	-\$5.00
Parent-Tot Swim: 6 -18 months	25	\$960.00	\$905.00	-\$55.00
Pilates	43	\$543.00	\$1,738.00	\$1,195.00
Senior Swim	23	\$1,461.00	\$721.00	-\$740.00
Swimnastics	27	\$770.00	\$588.00	-\$182.00
Tai Chi	11	volunteers	\$257.00	\$257.00
Tai Chi - Chi Kung	10	\$344.00	\$257.00	\$282.00
Tot Gym	8	\$266.00	\$330.00	\$64.00
Total Body Conditioning	9	\$280.00	\$451.00	\$171.00
Yoga-Beginner	30	\$680.00	\$2,650.00	\$1,970.00
Yoga- Active Fitness	26	\$648.00	\$1,741.00	\$1,093.00
Yoga-EVERY BODY Yoga	39	\$649.00	\$2,051.00	\$1,402.00
Yoga-Restorative	13	\$340.00	\$728.00	\$388.00
Yoga-Youth	8	\$266.00	\$320.00	\$54.00
Youth Swim Lessons (16):	110	\$10,387.00	\$4,000.00	-\$6,387.00
Zumba - Beginners	27	\$2,090.00	\$2,162.00	\$72.00
		\$32,558.00	\$35,360.00	\$3,171.00

\$72,512.00 \$77,437.00 \$4,925.00

Fee-Based Program Cost-Recovery

Cost: \$72,512.00

Revenue: \$77,437.00

Recovery: 107%

PROGRAM**PARTICIPANT****COST****REVENUE****LOSS****SUMMER 2019**

Art Drawing Camp	9	\$375.25	\$600.00	\$224.75
Baby Butterflies	5	\$240.00	\$210.00	-\$30.00
Butterfly Ballerinas	8	\$240.00	\$320.00	\$80.00
Boot Camp	10	\$448.00	\$490.00	\$42.00
Cardio Sculpt	17	\$241.20	\$650.00	\$408.80
Fluttering Ballerinas	7	\$240.00	\$290.00	\$50.00
Hoop Basics	12	\$700.00	\$575.00	-\$125.00
Parent-Tot Swim: 6 -18 months	25	\$960.00	\$905.00	-\$55.00
Pilates	21	\$241.20	\$850.00	\$608.80
S.T.E.A.M. Works	11	Pay Direct		
Tennis	5	\$270.00	\$150.00	-\$120.00
Tai Chi - Chi Kung	9	\$172.20	\$232.00	\$59.80
Yoga-Beach	25	\$185.46	\$1,150.00	\$964.54
Yoga- Active Fitness	17	\$272.96	\$775.00	\$502.04
Yoga-Day Time Yoga	16	\$494.56	\$600.00	\$105.44
Yoga-Evening Yoga	24	\$370.92	\$1,100.00	\$729.08
Yoga-Youth	8	\$266.00	\$320.00	\$54.00
Youth Swim Lessons (16):	257	\$20,945.77	\$9,935.00	-\$11,010.77
Zumba - Beginners	8	\$550.00	\$350.00	-\$200.00
		\$27,213.52	\$19,502.00	-\$7,711.52

<u>PROGRAM</u>	<u>ATTENDANCE</u>	<u>COST</u>	<u>REVENUE</u>	<u>LOSS</u>
FALL 2019				
Adult Conditioning	17	\$900.00	\$470.00	-\$430.00
Aqua Fitness	29	\$672.00	\$1,210.00	\$538.00
Barre Fitness	14	\$672.00	\$923.00	\$251.00
Body Shred - Fitness	19	\$168.00	\$875.00	\$707.00
Cactus Jack Basketball	53	\$1,200.00	\$2,100.00	\$900.00
Cardio Sculpt	24	\$331.65	\$1,000.00	\$668.35
Creative Kids	9	\$199.74	\$360.00	\$160.26
Dog Obedience	5	\$300.00	\$150.00	-\$150.00
Interval Training	20	\$540.00	\$875.00	\$335.00
Junior Chef Cooking	10	\$800.00	\$450.00	-\$350.00
Kids Holiday Baking	10	\$125.00	\$250.00	\$125.00
Lifeguard Training	3	\$1,011.00	\$429.00	-\$582.00
MOVE Fitness	12	\$310.00	\$601.00	\$291.00
Nature Play 3-5yr olds	7	\$200.00	\$280.00	\$80.00
Pilates	28	\$362.00	\$1,100.00	\$738.00
Senior Swim	24	\$1,461.00	\$670.00	-\$791.00
Swimnastics	29	\$1,150.00	\$1,135.00	-\$15.00
Tai Chi	10	Volunteers	\$350.00	\$350.00
Total Body Conditioning	12	\$199.74	\$563.00	\$363.26
Volleyball	23	\$1,147.00	\$635.00	-\$512.00
Yoga-Beginner	30	\$741.84	\$2,750.00	\$2,008.16
Yoga- Active Fitness	26	\$410.00	\$1,722.00	\$1,312.00
Yoga - EVERY Body	30	\$401.83	\$1,551.00	\$1,149.17
Yoga Play 3-5yr olds	10	\$199.74	\$360.00	\$160.26
Youth Cookie Swap	6	\$125.00	\$150.00	\$25.00
Zumba	21	\$660.00	\$1,397.00	\$737.00
		\$14,287.54	\$22,356.00	\$8,068.46

*Due to COVID-19 There were no Winter or Spring programs: All cancelled or refunded.

Summer	\$27,213.52	\$19,502.00	-\$7,711.52
Fall	\$14,287.54	\$22,356.00	\$8,068.46
Total	\$41,501.06	\$41,858.00	\$356.94

Cost Recovery Rate: 101%

RENTAL FEES FOR FACILITIES:

All fees for out of town groups are doubled

Waterford High School Pool:

Regular	\$50.00 per first hour	Pool Parties: Saturday: \$100
Hours:	\$100.00 for two hours use	Sunday: \$125
	\$120.00 for three hours use	These fees include 2 lifeguards

Overtime \$90.00 per first hour

Hours: \$140.00 per two hours

Lifeguard Fees: \$10.00 per hour. Quota of guards will be determined by Recreation and Parks

Any additional custodians required will increase each fee by \$45.00 for three-hour call out

Waterford High School Auditorium:

\$225.00 per hour for use of the facility

Additional fee for Auditorium Supervisor of \$40.00 per hour

Additional lighting, sound help, etc. \$15.00 per hour per helper

All gymnasiums:

\$50 per hour

Saturday's time and half, Sunday's double time

Classrooms (all schools):

\$31.00 for first hour

\$19.00 for each additional hour

Overtime: \$60.00 first hour

\$20.00 for each additional hour

Band Room, Waterford High School

Same as classroom

Cafeterias (all schools)

Regular: \$31.00 first hour

\$19.00 each additional hour

Overtime: \$65.00 first hour

\$25.00 each additional

Kitchen use: \$110.00 first hour

\$25.00 for next two hours of use

\$55.00 per hour, beyond three hours

Plus fee for kitchen worker

Specialty Rooms:

Regular \$31.00 first hour

\$19.00 each additional

Overtime: \$65.00 first hour

\$15.00 each additional

COMMUNITY CENTER:

\$100.00 Large Room (could be 2 hours or 12 hours)

\$31.00 Arts/ Crafts Room/Conference Room/Dance Room for first hour, per day

\$19.00 Arts/Crafts Room/Conference Room/Dance Room for each additional hour per day

\$50.00 per hour for use of Gym

Monitor for Community Center Fee:

Straight Time: \$15.00 per hour

Holidays: \$ 30.00 per hour

Major Holidays: \$45.00 per hour (Easter, Thanksgiving, Christmas, New Years Eve, New Years Day)

The Monitor fee is used when a monitor has to be called in and open the building. The monitor must stay at the building the entire time the group is there. That means from set up (decorating) and closing (including cleaning). Each group is responsible for their own set-up and breakdown.

The monitor will help in the process of cleaning up, but the group does not walk away leaving the facility in disarray.

Lifeguard Fee: \$15.00 per hour, minimum of two lifeguards

If equipment is damaged and does not meet the minimum amount on a claim the individuals are responsible for replacing and/or fixing such equipment. Any out of town organization or individual wishing to rent a town facility is required to present an insurance policy naming the Town of Waterford and/or Board of Education as the secondary holder and the amount is \$1,000,000.00. However, if the group wishes to use the High School Auditorium the insurance policy must be for \$5,000,000.00.

Waterford High School Artificial Field:

WTFD Resident and Non- Profit Group

\$100.00 per hour for field \$50 per hour for lights and \$50 for 2 hours for stadium supervisor

Out of Town and Profit Group:

Fee is \$200 per hour for out of town nonprofit ---- \$250 for out of town and/or profit group, \$50 for lights, \$50 for use of score board and \$50 for 2 hours for Stadium Supervisor.

Waterford Recreation and Parks or Waterford Co-sponsored group

No fee for field, no fee for lights, must pay the \$50 for 2 hours for stadium supervisor.

Recreation and Parks that fee comes out of Community Use. Co-sponsored must pay

Each group using the facility MUST supply a certificate of insurance naming the town of Waterford/Board of Education as the secondary holder and additionally insured.

Grass Ballfields:

Baseball Fields/ Softball Fields, Soccer Fields that are not artificial turf:

Fee is \$20 for 2 hours for residents

Out of Town fee is \$40 for 2 hours (insurance certificate needed)

Lining of fields cost is \$95.00

CUSTOMER INVOICE

INVOICE LISTED BY CUSTOMER ID

Page 3 of 3

From Date: 7/1/2019
Time: 12:00:00AM

To Date: 6/30/2020
Time: 11:59:59PM

Print Date: 11/25/2020 Time: 1:35:53PM

Subgroup Product Summary for 000000005

<u>Product</u>	<u>Description</u>	<u>Transactions</u>	<u>Quantity</u>	<u>Total Cost</u>
1	Unleaded	218	3,883.78	
Total for Product 1			3,883.78	
<u>Product</u>	<u>Description</u>	<u>Transactions</u>	<u>Quantity</u>	<u>Total Cost</u>
2	Diesel	270	4,029.74	
Total for Product 2			4,029.74	
Product Summary for: 000000005		488	7,913.52	0.00

Subgroup Hose Summary for 000000005

<u>Site ID</u>	<u>Hose</u>	<u>Grade</u>	<u>Description</u>	<u>Transactions</u>	<u>Quantity</u>	<u>Total Cost</u>
0001	1	1	Unleaded	12	211.82	0.00
0001	2	1	Unleaded	18	311.84	0.00
0001	3	1	Diesel	22	369.55	0.00
0001	4	1	Diesel	18	211.12	0.00
Total for Site 0001				70	1,104.33	0.00
<u>Site ID</u>	<u>Hose</u>	<u>Grade</u>	<u>Description</u>	<u>Transactions</u>	<u>Quantity</u>	<u>Total Cost</u>
0002	1	1	Unleaded	53	895.39	0.00
0002	2	1	Diesel	93	1,050.82	0.00
0002	3	1	Diesel	116	2,149.15	0.00
0002	4	1	Unleaded	129	2,388.23	0.00
Total for Site 0002				391	6,483.59	0.00
<u>Site ID</u>	<u>Hose</u>	<u>Grade</u>	<u>Description</u>	<u>Transactions</u>	<u>Quantity</u>	<u>Total Cost</u>
0003	1	1	Unleaded	6	76.50	0.00
0003	2	1	Diesel	21	249.10	0.00
Total for Site 0003				27	325.60	0.00
Total Hose Summary for: 000000005				488	7,913.52	0.00
Total Cost for CUSTOMER ID 000000005					<u>Quantity</u>	<u>Total Cost</u>
					7,913.52	0.00

total for 488 transactions

Town of Waterford

Ryan McNamara

2021 Agronomic Planner

Tom Irwin, Inc | 13 A Street, Burlington MA 01803 | 800-582-5959

Tom Irwin

Ryan McNamara
Town of Waterford

Print Date: 11/1/20

2021 Agronomic Planner

2021 Dedrick LL

1.50 Acres 65,340.00 sq.ft. Spray Tank Capacity: 150 gal Spray Coverage: 130,680.00 sq.ft. Dilution Rate: 1.15 Gal/M Number of Sprays: 0.50

4/6/21 Granular Application									
Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose	
Nutrite 28-0-10 SGN 200	50 Lb	3.57	4.67 Bag		1.00	0.00	0.36		
4/16/21 Cultural Practice Slice Seeding									
Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose	
Rapid Tee & Range Repair Blend	1 lb	6.12	400.00 Lb						
5/25/21 Granular Application									
Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose	
Proscape 19-0-9 .067% Acelepryn .	50 Lb	4.53	5.91 Bag		0.85	0.00	0.41		

Ryan McNamara

Town of Waterford

Print Date: 11/1/20

2021 Agronomic Planner

2021 Leary SB/BB

3.45 Acres 150,282.00 sq.ft. Spray Tank Capacity: 150 gal Spray Coverage: 130,680.00 sq.ft. Dilution Rate: 1.15 Gal/M Number of Sprays: 1.15

4/6/21 Granular Application		lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Product	Package							
Nutrite 28-0-10 SGN 200	50 lb	3.57	10.73 Bag		1.00	0.00	0.36	
4/16/21 Cultural Practice Slice Seeding		lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Product	Package							
Rapid Tee & Range Repair Blend	1 lb	6.00	901.69 lb					
5/15/21 Granular Application		lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Product	Package							
Proscrape 19-0-9.067%Acelepryn.	50 lb (45)	4.53	13.60 Bag		0.86	0.00	0.41	

Ryan McNamara
Town of Waterford

Print Date: 11/1/20
2021 Agronomic Planner

2021 Oswegatchie

4.25 Acres 185,130.00 sq.ft. Spray Tank Capacity: 0 gal Spray Coverage: 43,560.00 sq.ft. Dilution Rate: 0.00 Gal/M Number of Sprays: 4.25

5/2/21 Granular Application

Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Replenish 16-0-5 SG	50 Lb	6.25	23.14 Bag		1.00	0.00	0.31	

Ryan McNamara

Town of Waterford

Print Date: 11/1/20

2021 Agronomic Planner

2021 Vets

1.50 Acres 65,340.00 sq.ft. Spray Tank Capacity: 50 gal Spray Coverage: 43,560.00 sq.ft. Dilution Rate: 1.15 Gal/M Number of Sprays: 1.50

4/6/21 Granular Application

Product Sili-Cal SS SG Package 50 Lb lb/M 19.13 Total Case/Bag 25.00 Bag Per Load n/M p/M k/M Purpose

Nutrite 28-0-10 SGN 200 50 Lb 3.57 4.67 Bag 1.00 0.00 0.36

4/16/21 Cultural Practice Slice Seeding

slice seed in opposite directions

Product Rapid Tee & Range Repair Blend Package 1 Lb lb/M 6.12 Total Case/Bag 400.00 Lb Per Load n/M p/M k/M Purpose

Hash Mark Sports Turf Mix 1 Lb 7.65 500.00 Lb

5/1/21 Granular Application

Product Vivax Plus Fertilizer 0-0-20 Package 50 Lb lb/M 5.00 Total Case/Bag 6.53 Bag Per Load n/M p/M k/M Purpose

0.00 0.00 1.00

5/25/21 Granular Application

Product Proscape 19-0-9 .067% Acelepryn Package 50 Lb lb/M 4.53 Total Case/Bag 5.91 Bag Per Load n/M p/M k/M Purpose

0.86 0.00 0.41

6/1/21 Granular Application

Product Vivax Plus Fertilizer 0-0-20 Package 50 Lb lb/M 5.00 Total Case/Bag 6.53 Bag Per Load n/M p/M k/M Purpose

0.00 0.00 1.00

Town of Waterford
Ryan McNamara
2020 Agronomic Planner

Tom Irwin, Inc | 13 A Street, Burlington MA 01803 | 800-582-5959

Tom Irwin

Ryan McNamara

Town of Waterford

Print Date: 7/16/20

2020 Agronomic Planner

2020 Dedrick LL

1.50 Acres 65,340.00 sq.ft Spray Tank Capacity: 150 gal Spray Coverage: 130,680.00 sq.ft. Dilution Rate: 1.15 Gal/M Number of Sprays: 0.50

8/20/20		Granular Application							
Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose	
Replenish 16-0-5 SG	50 Lb	6.25	8.17 Bag		1.00	0.00	0.31		
10/12/20		Granular Application							
Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose	
Replenish 16-0-5 SG	50 Lb	6.25	8.17 Bag		1.00	0.00	0.31		

Print Date: 7/16/20

2020 Agronomic Planner

Ryan McNamara

Town of Waterford

2020 Leary SB/BB

3.45 Acres 150,282.00 sq.ft. Spray Tank Capacity: 150 gal Spray Coverage: 130,680.00 sq.ft. Dilution Rate: 1.15 Gal/M Number of Sprays: 1.15

8/7/20 Granular Application

Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Country Club 24-0-18 SGN 145	50 Lb	4.17	12.52 Bag		1.00	0.00	0.75	
Sili-Cal SS SG	50 Lb	20.00	60.11 Bag					

10/12/20 Granular Application

Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Replenish 16-0-5 SG	50 Lb	6.25	18.79 Bag		1.00	0.00	0.31	Carbon/Mineral based fertilizer blended with synthetic Nitrogen. Feeds soil and turf grass.

Ryan McNamara

Town of Waterford

Print Date: 7/16/20

2020 Agronomic Planner

2020 Oswegatchie

4.25 Acres 185,130.00 sq.ft. Spray Tank Capacity: 0 gal Spray Coverage: 43,560.00 sq.ft. Dilution Rate: 0.00 Gal/M Number of Sprays: 4.25

8/20/20 Granular Application

Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Country Club 24-0-18 SGN 145	50 lb	4.17	15.43 Bag		1.00	0.00	0.75	

Ryan McNamara
Town of Waterford

2020 Vets

1.50 Acres 65,340.00 sq. ft. Spray Tank Capacity: 50 gal Spray Coverage: 43,560.00 sq. ft. Dilution Rate: 1.15 Gal/M Number of Sprays: 1.50

7/23/20 Granular Application

Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Vivax Plus Fertilizer 0-0-20	50 Lb	5.00	6.53 Bag		0.00	0.00		1.00 4 part soil surfactant maximizes efficiency of irrigation and rain water.

8/3/20 Spray Foliar

Product	Package	oz/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Pylex	4 Oz	0.03	0.34 EACH	1.3 oz				

Q4 Plus 4x1 Gal 3.00 0.26 Case 1 Gal 2.6 oz

Microyl 1 Gal 0.60 0.20 Each 26.1 oz

8/21/20 Granular Application

Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Replenish 16-0-5 SG	50 Lb	6.25	8.17 Bag		1.00	0.00	0.31	

Vivax Plus Fertilizer 0-0-20 50 Lb 5.00 6.53 Bag 0.00 0.00 1.00

8/24/20 Granular Application

Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Hash Mark Sports Turf Mix	1 Lb	10.71	700.00 Lb					New varieties of Turf Type Tall Fescue, Perennial Ryegrass, and Kentucky Bluegrass

monitor weather for seeding window

9/10/20 Granular Application

Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Nutrite 16-24-10 SGN 200	50 Lb	4.59	6.00 Bag		0.73	1.10	0.46	0.46 Starter fertilizer with humid acids and soluble calcium

feed new seed

9/17/20 Granular Application

Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Vivax Plus Fertilizer 0-0-20	50 Lb	5.00	6.53 Bag		0.00	0.00	1.00	

9/21/20 Cultural Practice Slice Seeding

Product	Package	lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Hash Mark Sports Turf Mix	1 Lb	6.00	392.04 Lb					

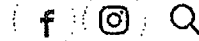
2020 WHS BB

3.00 Acres 130,680.00 sq.ft. Spray Tank Capacity: 150 gal Spray Coverage: 130,680.00 sq.ft. Dilution Rate: 1.15 Gal/M Number of Sprays: 1.00

7/23/20 Granular Application		lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Product	Package	5.00	13.07 Bag		0.00	0.00		
Vivax Plus Fertilizer 0-0-20	50 lb							1.00 4 part soil surfactant maximizes efficiency of irrigation and rain water.
8/3/20 Spray Foliar		oz/M	1.00 acres	spot treat	n/M	p/M	k/M	Purpose
Product	Package	0.03	Total Case/Bag	Per Load				
Pylex	4 Oz		0.34 EACH	3.9 oz				
Q4 Plus	4x1 Gal	3.00	0.26 Case	3 Gal 7.7 oz				
Microyl	1 Gal	0.60	0.20 Each	78.4 oz				
8/21/20 Granular Application		lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Product	Package	6.25	16.34 Bag		1.00	0.00	0.31	
Replenish 16-0-5 SG	50 lb							
10/12/20 Granular Application		lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Product	Package	6.25	16.34 Bag		1.00	0.00	0.31	
Replenish 16-0-5 SG	50 lb							
11/18/20 Cultural Practice Slice Seeding		lb/M	Total Case/Bag	Per Load	n/M	p/M	k/M	Purpose
Product	Package	4.97	650.00 lb					
Elite Tall Fescue Mix	1 lb							

+1 (860)-443-9200 @ info@lombardillc.com

Monday - Friday: 7:30am-4:30pm Saturday: Closed



Price Sheet

Lombardi Gravel & Excavation offers quality earth products for your home and business. Looking to estimate the cost of your new gravel or mulch addition? Our price sheet below will provide you an idea of the price of your next project.

Earth Products

Product Number	Product Name	Picked Up Price (per ton)	Delivered Price (per ton)
190	Screened Loam	\$19.00	\$24.00

Found the product you love? Discover how much you'll need!

Use our cost calculator to figure out how much product your next project will need.

TRY IT FOR FREE



Sand Products

Product Number	Product Name	Picked Up Price (per ton)	Delivered Price (per ton)
150	Bedding Sand	\$10.00	\$15.00
155	Road Sand	\$14.00	\$19.00
130	Septic Gravel	—	—
131	C-33 Sand	\$18.00	\$23.00
175	Mason Sand	\$25.00	\$30.00

Natural Round Stone

660	18 – 30 Std. Rip Rap	\$19.50	\$24.50
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Found the product you love? Discover how much you'll need!

Use our cost calculator to figure out how much product your next project will need.

TRY IT FOR FREE



Process Gravel/Asphalt Products

Product Number	Product Name	Picked Up Price (per ton)	Delivered Price (per ton)
214	3/4 Proc – High Stone	\$16.00	\$21.00
215	3/4 Proc Gravel	\$13.50	\$18.50
224	1-1/2 Proc – High Stone	\$16.00	\$21.00
225	1-1/2 Proc Gravel	\$13.00	\$18.00
244	3-1/2 Proc – High Stone	\$16.00	\$21.00

720	Brown Premium Mulch	\$38.00
725	Black Premium Mulch	\$38.00
195	Compost	Full Loads Delivered Call for Pricing

Misc. Disposal*

*MIN \$25 or \$11.00 PER TON

Product Name	Price (Dropped Off)
Pick Up/ Small Trailer/Mason Dump	\$25.00
6 Wheeler (Small Truck)	\$50.00
Tri-Axle (20 Cubic Yards)	\$160.00
Trailer Dump (30 Cubic Yards)	\$220.00

* Delivered prices are based on FULL Triaxle loads (22 tons). Anything less will be charged an additional delivery fee.

Deliveries greater than 1-hour round trip are subject to an additional charge.

--

ENTRANCE GATES



Ph# (403) 569-8180
 Fnx# (403) 272-4544
 e-mail: reception.cpl@telus.net
 website: www.custompark.com

SERIES A

IN GROUND

EGA1. SINGLE SWING	\$1315.00
EGA2. DOUBLE SWING	\$1905.00

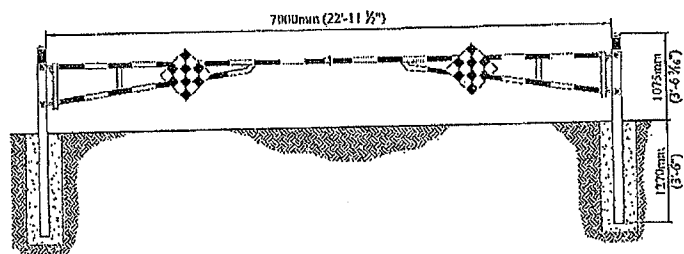
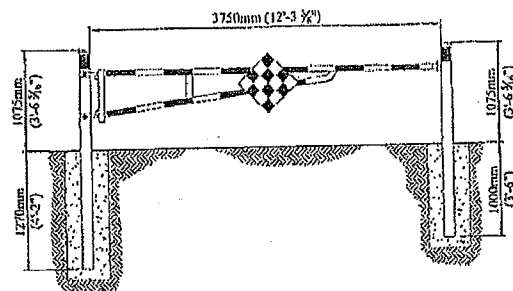
CUSTOM SIZE

- FOR CUSTOM SIZE, ADD OR SUBTRACT
 \$15.00 PER 300mm (1'-0")

CHECKERBOARD SIGN \$210.00 PER SIGN

HITCHING POST \$245.00

STEEL TYPE: FRAME: 60.3mm (2 3/8") O.D. PIPE
 POSTS: 114.3mm (4 1/2") O.D. PIPE
 HITCHING POST: 60.3mm (2 3/8") O.D. PIPE
 STEEL FINISH: GALVANIZED OR POWDER COATING
 SAFETY FEATURE: 304.8 x 50.8mm (12" x 2") STRIPS OF
 RED REFLECTIVE TAPE



SERIES B

IN GROUND

EGB1. SINGLE SWING	\$2260.00
EGB2. DOUBLE SWING	\$2990.00

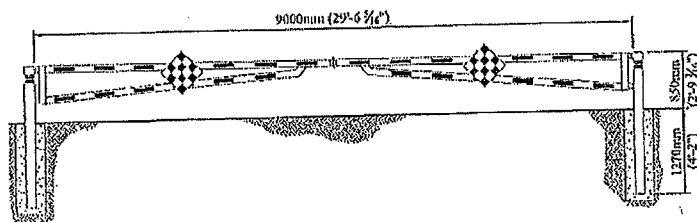
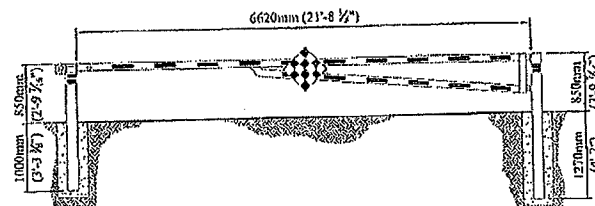
CUSTOM SIZE

- FOR CUSTOM SIZE, ADD OR SUBTRACT
 \$15.00 PER 300mm (1'-0")

CHECKERBOARD SIGN \$210.00 PER SIGN

HITCHING POST \$245.00

STEEL TYPE: FRAME: 101.6 x 50.8mm (4" x 2")
 RECTANGULAR TUBE
 POSTS: 152.4 x 101.6mm (6" x 4")
 RECTANGULAR TUBE
 HITCHING POST: 101.6 x 50.8mm (4" x 2")
 RECTANGULAR TUBE
 STEEL FINISH: GALVANIZED AND POWDER COATING
 SAFETY FEATURE: 304.8 x 50.8mm (12" x 2") STRIPS OF
 RED REFLECTIVE TAPE



INSTALLATION (SEE PAGE 32 FOR INSTALLATION DETAILS)

SINGLE SWING GATE

IN GROUND IN LANDSCAPED AREA OR ASPHALT

1 GATE	\$1280.00 ea.
2 GATES	\$990.00 ea.
3 GATES	\$890.00 ea.

DOUBLE SWING GATE

IN GROUND IN LANDSCAPED AREA OR ASPHALT

1 GATE	\$1380.00 ea.
2 GATES	\$1090.00 ea.
3 GATES	\$990.00 ea.

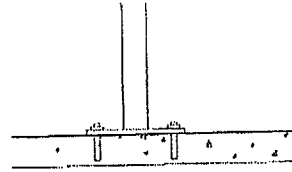
INSTALLATION DETAILS



Ph# (403) 569-8180
Fax# (403) 272-4544
e-mail: reception.cpl@telus.net
website: www.custompark.com

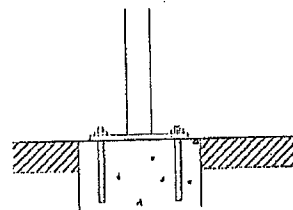
SURFACE MOUNT TO EXISTING CONCRETE

- INSTALLATION PRICE INCLUDES $\frac{3}{8}$ " x 3 $\frac{3}{4}$ " STANDARD WEDGE ANCHORS.



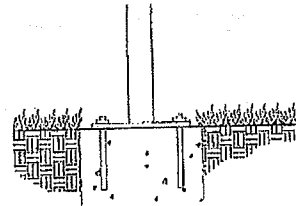
SURFACE MOUNT W/ PILING THROUGH ASPHALT

- INSTALLATION PRICE INCLUDES $\frac{3}{8}$ " x 3 $\frac{3}{4}$ " STANDARD WEDGE ANCHORS AND CONCRETE PILING (12" DIA.).



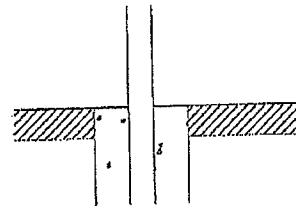
SURFACE MOUNT W/ PILING IN LANDSCAPE AREA

- INSTALLATION PRICE INCLUDES $\frac{3}{8}$ " x 3 $\frac{3}{4}$ " STANDARD WEDGE ANCHORS AND CONCRETE PILING (12" DIA.).



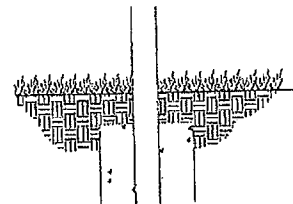
IN GROUND THROUGH ASPHALT

- INSTALLATION PRICE INCLUDES CONCRETE PILING (9" DIA.).



IN GROUND IN LANDSCAPE AREA

- INSTALLATION PRICE INCLUDES CONCRETE PILING (9" DIA.).





INVOICE

Suburban Sanitation Service Inc
P. O. Box 307
Canton, CT 06019
Tel: (860) 673-3078
Fax: (860) 693-1326

Invoice #: 3707
Invoice Date: Sep 05, 2019
Page #: 1
PO Number:

Waterford Park & Rec-
15 Rope Ferry Rd
Waterford, CT 06385

Transaction Date	Type	Charge Code / Description	Quantity	Amount
Sep 04, 2019	Period	(4) Waterford Park & Rec- 42 New Shore Rd Pleasure Beach Waterford, CT 06385	28.00	\$ 109.00
Aug 08, 2019	Service	Green Unit		\$ 0.00
Aug 15, 2019	Service	Rental (Period) (Aug 08, 2019 - Sep 04, 2019)		\$ 0.00
Aug 22, 2019	Service	Regular Service		\$ 0.00
Aug 29, 2019	Service	Regular Service		\$ 0.00
Invoice Total				\$ 109.00

APPROVED FOR PAYMENT

ACCT# 10137-52420

AMOUNT 8109.00

FISCAL YEAR 2020

Please write invoice number on check. Thank you for your business.

SIGNATURE [Signature]

DATE 9/11/19

TEAR OFF HEADER AND RETURN LOWER PORTION WITH YOUR PAYMENT



Customer #: 008256 - 000004
Invoice #: 3707
Invoice Date: Sep 05, 2019
PO Number:
Invoice Total \$ 109.00

Suburban Sanitation Service Inc
P. O. Box 307
Canton, CT 06019

PLEASE WRITE IN AMOUNT OF PAYMENT ENCLOSED



INVOICE

Suburban Sanitation Service Inc
P. O. Box 307
Canton, CT 06019
Tel: (860) 673-3078
Fax: (860) 693-1326

Invoice #: 3290
Invoice Date: Aug 23, 2019
Page #: 1
PO Number:

Waterford Park & Rec
15 Rope Ferry Road
Waterford, CT 06385

Transaction Date	Type	Charge Code / Description	Quantity	Amount
Aug 15, 2019	Service	(4) Waterford Park & Rec 47 Oswegatchie Rd Waterford, CT 06385		
Aug 19, 2019	Period	Green Unit Delivery* - Green Unit - Work Order 1013		\$ 0.00
Aug 19, 2019	Service	Rental (Period) (Aug 15, 2019 - Aug 19, 2019) Pickup* - Green Unit - Work Order 1014	5.00	\$ 110.00
Invoice Total				\$ 110.00

APPROVED FOR PAYMENT

ACCT# 1013752426

AMOUNT \$110.00

FISCAL YEAR 2020

SIGNATURE [Signature]

DATE 9/17/19

Please write invoice number on check. Thank you for your business.

TEAR OFF HEADER AND RETURN LOWER PORTION WITH YOUR PAYMENT



Customer #: 008241 - 000004
Invoice #: 3290
Invoice Date: Aug 23, 2019
PO Number:
Invoice Total \$ 110.00

Suburban Sanitation Service Inc
P. O. Box 307
Canton, CT 06019

PLEASE WRITE IN AMOUNT OF PAYMENT ENCLOSED



INVOICE

Suburban Sanitation Service Inc
P. O. Box 307
Canton, CT 06019
Tel: (860) 673-3078
Fax: (860) 693-1326

Invoice #: 3199
Invoice Date: Aug 16, 2019
Page #: 1
PO Number:

Waterford Park & Rec-
15 Rope Ferry Rd
Waterford, CT 06385

Transaction Date	Type	Charge Code / Description	Unit Rate	Quantity	Amount
Aug 13, 2019	Period	(2) Waterford Park & Rec 301 Great Neck Rd Waterford Beach Waterford, CT 06385 Handicap Unit Rental (Period) (Jul 17, 2019 - Aug 13, 2019)	\$ 174.00	1.00	\$ 174.00
				Invoice Total	\$ 174.00

V-109
APPROVED FOR PAYMENT
ACCT# 10137-52420
AMOUNT \$174.00
FISCAL YEAR 2020
SIGNATURE [Signature]

Please write invoice number on check. Thank you for your business.

TEAR OFF HEADER AND RETURN LOWER PORTION WITH YOUR PAYMENT



Customer #: 008256 - 000002
Invoice #: 3199
Invoice Date: Aug 16, 2019
PO Number:
Invoice Total \$ 174.00

Suburban Sanitation Service Inc
P. O. Box 307
Canton, CT 06019

PLEASE WRITE IN AMOUNT OF PAYMENT ENCLOSED



INVOICE

Suburban Sanitation Service Inc
P. O. Box 307
Canton, CT 06019
Tel: (860) 673-3078
Fax: (860) 693-1326

Waterford Park & Rec-
15 Rope Ferry Rd
Waterford, CT 06385

Invoice #: 3200
Invoice Date: Aug 16, 2019
Page #: 1
PO Number:

Transaction Date	Type	Charge Code / Description	Unit Rate	Quantity	Amount
Aug 13, 2019	Period	(3) Waterford Park & Rec- 184 Boston Post Rd Veterans Field Waterford, CT 06385 Handicap Unit Rental (Period) (Jul 17, 2019 - Aug 13, 2019)	\$ 174.00	1.00	\$ 174.00
				Invoice Total	\$ 174.00

APPROVED FOR PAYMENT
ACCT# 10137-5-2426
AMOUNT \$174.00
FISCAL YEAR 2020
SIGNATURE [Signature]

Please write invoice number on check. Thank you for your business.

DATE 8/23/19

TEAR OFF HEADER AND RETURN LOWER PORTION WITH YOUR PAYMENT



Customer #: 008256 - 000003
Invoice #: 3200
Invoice Date: Aug 16, 2019
PO Number:
Invoice Total \$ 174.00

Suburban Sanitation Service Inc
P. O. Box 307
Canton, CT 06019

PLEASE WRITE IN AMOUNT OF PAYMENT ENCLOSED

--



INVOICE

Suburban Sanitation Service Inc
P. O. Box 307
Canton, CT 06019
Tel: (860) 673-3078
Fax: (860) 693-1326

Invoice #: 3005
Invoice Date: Aug 09, 2019
Page #: 1
PO Number:

Waterford Park & Rec-
15 Rope Ferry Rd
Waterford, CT 06385

Transaction Date	Type	Charge Code / Description	Rate	Quantity	Amount
Aug 07, 2019	Period	(4) Waterford Park & Rec- 42 New Shore Rd Pleasure Beach Waterford, CT 06385 Green Unit Rental (Period) (Jul 11, 2019 - Aug 07, 2019)	\$ 109.00	28.00	\$ 109.00
				Invoice Total	\$ 109.00
APPROVED FOR PAYMENT ACCT# <u>10137-52426</u> AMOUNT <u>\$109.00</u> FISCAL YEAR <u>2020</u> SIGNATURE <u>[Signature]</u> DATE <u>8/23/19</u> V-109					

Please write invoice number on check. Thank you for your business.

TEAR OFF HEADER AND RETURN LOWER PORTION WITH YOUR PAYMENT



Customer #: 008256 - 000004
Invoice #: 3005
Invoice Date: Aug 09, 2019
PO Number:
Invoice Total \$ 109.00

Suburban Sanitation Service Inc
P. O. Box 307
Canton, CT 06019

PLEASE WRITE IN AMOUNT OF PAYMENT ENCLOSED

REMITTANCE							
CLOSING DATE : 4/30/20 DUE DATE: 5/31/20 CASH TRUE VALUE EAST LYME WATERFORD PARK & R ACCOUNT : 172180				AMOUNT PAID			
				NEW BAL: 881.31			
Please return remittance with your payment. If you wish to pay specific items on the statement, please include a copy of your statement with the items marked.							
STATEMENT							
CASH TRUE VALUE EAST LYME 300 FLANDERS ROAD EAST LYME, CT 06333 (860) 739-5496				CLOSING DATE: 4/30/20 DUE DATE : 5/31/20 ACCT: 172180			
WATERFORD PARK & RECREATION FINANCE OFFICE/TOWN HALL 15 ROPE FERRY RD WATERFORD CT 06385-2886							
Date	Ref	ST	C	Description	Debit	Credit	Amount
3/ 5/20	111816	1	I	PO # 1000	46.95		46.95
3/20/20	112090	1	I	PO # STIHL PRODUCTS	144.72		144.72
3/24/20	112136	1	I	PO # 1000-WATERFORD BEACH	35.34	✓	35.34
3/24/20	112138	1	C	APP# 1000-WATERFORD BEACH		5.11	-5.11
3/30/20	112227	1	I	PO # 122	83.64	✓	83.64
4/ 2/20	112284	1	I	PO # 122	27.96		27.96
4/16/20	112504	1	I	PO # WEEDWACKERSUPPLY	63.51		63.51
4/21/20	112572	1	I	PO # EQUIP	360.93		360.93
4/21/20	112575	1	I	PO # WBP ROOF	118.79		118.79
4/30/20	534120	1	F	FINANCE CHARGE	4.58		4.58
CURRENT 575.77		1-30 DAYS 305.54		31-60 DAYS 0.00		61-90 DAYS 0.00	
OVER 90 DAYS 0.00						NEW BAL: 881.31	
FINANCE CHARGE-- MONTHLY % : 1.50 ANNUAL % : 18.00				TERMS: STATEMENT		FINANCE CHRG: 4.58 F/C BALANCE : 305.54 F/C MIN AMT : 0.00 F/C METHOD : A YTD FIN CHRG: 16.76	
172180							
A - Adjustment B - Balance Forward		Transaction Codes C - Credit F - Finance Charge			I - Invoice P - Payment		
This statement covers transactions on your account for the period ending on the date above. Changes, payments, and credits received after the above date will be shown on your next statement.							

42 Great Neck Road Waterford, CT 0685-3336

CUSTOMER NO: 100016070

PAGE: 1

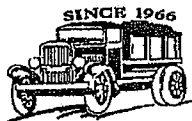
B TOWN OF WATERFORD PARKS & REC
I 15 ROPE FERRY RD
L Waterford, CT 06385

S TOWN OF WATERFORD PARKS & REC
H 15 ROPE FERRY RD
I
P Waterford, CT 06385

TO

TO

INVOICE DATE		INVOICE NO.		ORDER DATE		ORDER NO.		TERMS	
06/19/2020		402036844		06/18/2020		2415591		Credit Card	
PURCHASE ORDER NO.		SHIP VIA				FOB		SLS/IS	
		Store Pick UP						Leah Crandall	
ORDER	SHIP	B/O	PART NUMBER	DESCRIPTION			PRICE	DISC	EXTENDED
45	45	0	001126	ACCO MOORING CHAIN- 5/8"			\$8.32	0	\$374.40
45	45	0	001126	ACCO MOORING CHAIN- 5/8"			\$8.32	0	\$374.40
45	45	0	001126	ACCO MOORING CHAIN- 5/8"			\$8.32	0	\$374.40
45	45	0	001126	ACCO MOORING CHAIN- 5/8"			\$8.32	0	\$374.40
45	0	45	001126	ACCO MOORING CHAIN- 5/8"			\$8.32	0	
45	0	45	001126	ACCO MOORING CHAIN- 5/8"			\$8.32	0	
25	0	25	001126	ACCO MOORING CHAIN- 5/8"			\$8.32	0	
25	0	25	001126	ACCO MOORING CHAIN- 5/8"			\$8.32	0	
25	0	25	001126	ACCO MOORING CHAIN- 5/8"			\$8.32	0	
8	1	7	003362PMA100	PYRAMID STYLE MOORING ANCHOR			\$123.66	0	\$123.66
17	17	0	002930G20058	CROS G-209 SCREW PIN SHACKLE			\$22.86	0	\$388.62
1	1	0	002930G20058	CROS G-209 SCREW PIN SHACKLE			\$22.86	0	\$22.86
							SUB-TOTAL		\$2,032.74
							TAX		\$0.00
							FREIGHT		\$0.00
							TOTAL		\$2,032.74



KEEGAN Materials

Quality Products & Reliable Service

41223

75 Valley Service Road
North Haven, CT 06473
203-239-9248 Fax: 203-239-1910

www.keeganmaterials.com
mail@keeganmaterials.com

Customer agrees to and accepts the following terms and conditions:

- Buyer agrees to pay service charge at 1.5% per month (18% per annum) on accounts past due and all costs of collection including attorney's fees.
- Customer agrees to pay a Returned Check Processing Fee of \$30.00 for any check that is returned not paid.
- If this is a COD order, Customer agrees to pay in full the amount due for this COD order at the time of delivery unless Customer has made other payment arrangements prior to delivery.
- Disclaimer of Warranty: Except as set forth on the face hereof and except as otherwise specifically agreed to in writing by seller, seller makes no representation, or warranty of any other kind, express or implied, with respect to the goods, whether as to merchantability, fitness for a particular purpose or any other matter.
- Seller does not assume any liability once this product is dumped from our vehicles at delivery site.
- No returns on products purchased.
- Seller does not assume liability for this product once it is loaded on buyer's vehicle.
- **Property Damage/Towing Release - To be signed prior to delivery entering property:** The size and weight of this truck and all subsequent trucks delivering materials from Thomas Keegan & Sons, Inc. (dba Keegan Materials) may possibly cause damage to the premises and/or adjacent property or may become immobilized if the materials on this load and subsequent loads are delivered inside the curb line. This RELEASE relieves this driver, subsequent drivers and Keegan Materials from any responsibility for any damage that may occur to the premises, adjacent property, and/or any other property, including but not limited to buildings, lawns, sidewalks, driveways, septic systems, water systems, wires, cables, and other utilities, by the delivery of materials. You agree to pay charges, if any, incurred in having a Keegan Materials authorized wrecker service extricate an immobilized truck. Further, as additional consideration, the undersigned agrees to indemnify and hold harmless the driver of this truck and subsequent trucks and Keegan Materials for any and all damage to the premises and/or adjacent property which may be claimed by anyone to have arisen out of deliveries to the premises and/or adjacent property.

Your order is accepted only on the express condition that you assent to the terms and conditions contained on this page.

Customer's Signature [Signature]

Date: _____

Print Name: _____

Bill to:

Town of Waterford
Recreation & Parks

Ship to:

Veterans Building
15 Rope Ferry Road
Waterford, CT

Order Date	Payment Terms	Driver	Time Delivered	Equipment #
3/5/2020	acc+	Fred	900	07
PO#	Delivery Date	Waiting Time	Contact	Contact Phone Number
	3/11/2020		Kerny	860-625-5642

Description	Quantity		Amount
Clay Mix	22.56	ton	
Sub Total			
Tax			
Total due			

VETS @ WMS BASEBALL

We appreciate your business

6:30A - 3:00P



18 Sachatello Industrial Drive
Oakdale, CT 06370
Phone: (860) 443-9200
Fax: (860) 443-9300
www.lombardilic.com

Date: 04/27/20

Time: 11:09

334536

Ticket
No.

Customer: WATERFOI WATERFORD PARKS
Order:
PO/ Job Name:
Product: MISCDISPI MISC DISPOSAL
Carrier: WATERFOI WATERFORD
Vehicle:
Ship To:

Registration #: DEV.0009950 Weighmaster: ROBIN BUZON

In consideration of your making delivery off the highway, the undersigned agrees to be responsible for all damages done to sidewalks, driveways, grounds or otherwise. If legal action is required to collect the bill, all costs of collection including reasonable attorney's fees, will be added.

CUSTOMER SIGNATURE:

Yellow - Customer Copy

	Qty	Rate	Amount
Product: MISCDISPI	1.00	LD	50.00
MISC DISPOSAL			
Subtotal:			50.00
Tax: MUNI		0.0000	0.00
Total			\$ 50.00

	Pounds	Tons
Gross	0	0.00
Tare	0	0.00
Net	0	0.00

	Today	Order to Date	Remaining
Loads	4	0	
Qty	4.00	0.00	0.00



**Shipman's
Fire Equipment Company, Inc.**
PO Box 257
172 Cross Road
Waterford, CT 06385

Tel: 8604420678
Fax: 8604447395
email: info@shipmans.com
www.shipmans.com

CT DMV LICENSE # U8329

INVOICE

PLEASE REMIT PAYMENT TO
P.O. BOX 257
WATERFORD, CT 06385

Invoice No	PG
328692	1
Invoice Date	
3/4/2020	

Bill To:

Waterford, Town of
15 Rope Ferry Road
Waterford, CT 06385
US

Ship To:

Waterford, Town of
Parks & Recreation
15 Rope Ferry Road
Waterford, CT 06385
US

Customer ID		Customer PO		Payment Terms		Order No	
W23061				Net 30		319745	
Sales Rep ID		Shipping Method		Ship Date		Due Date	
7 John Pratus		Counter Pickup		03/04/2020		04/03/2020	
Quantity	HazMat	Item Number / Description		BackOrd	UnitPrice	Extension	
1.00	☒	0139 UN 1013, Carbon Dioxide, 2.2 Emergency Contact 860-912-8250 *****WARNING DO NOT LEAVE CYLINDER INSIDE YOUR CAR OR TRUNK, SAFETY DISC COULD FAIL CAUSING RAPID DISCHARGE ***** ***** Recharge 15 Lb. Co2 Beverage Cylinder 0006 un1013, Carbon Dioxide, 2.2 Emergency Contact 860-912-8250 *****WARNING DO NOT LEAVE CYLINDER INSIDE YOUR CAR OR TRUNK, SAFETY DISC COULD FAIL CAUSING RAPID DISCHARGE ***** *****			26.30	26.30	
3.00	☒	Recharge 5 Lb. Co2 Fire Extinguisher A417T Amerex 2.5lb ABC Fire Extinguisher 1A:10B:C Rated Proudly Made in the USA !			18.05	54.15	
2.00		APPROVED FOR PAYMENT ACCT# 10137-53020 AMOUNT \$172.45 FISCAL YEAR 2020 SIGNATURE <i>John Pratus</i> DATE 3/17/2020			46.00	92.00	

Comments:

Thank you for your order.
We sincerely appreciate your business.

APPROVED FOR PAYMENT

Customer Copy

Sub Total	172.45
Miscellaneous amount:	0.00
Freight:	0.00
Sales tax:	0.00
Total Invoice Amt	172.45
Payment Amount	0.00
Balance Due	172.45



turf products

157 Moody Road, P.O. Box 1200, Enfield, Connecticut 06083 • (860) 763-3581

INVOICE

CUST#: 170100

SHIP TO: TOWN OF WATERFORD
PARKS & RECREATION
1000 HARTFORD TURNPIKE
WATERFORD, CT 06385

CORRESPONDENCE TO:

Turf Products
157 Moody Rd
Enfield, CT 06082

BILL TO: TOWN OF WATERFORD
15 ROPE FERRY RD
WATERFORD, CT 06385

UPC VENDOR	INVOICE DATE	ORDER NO.
000000	03/12/20	1389734-01
P.O. NO.		PAGE #
tp62		1

REMIT TO

TURF PRODUCTS
Department 950
P.O. Box 4110
Woburn, MA 01888-4110

INSTRUCTIONS		TERMS
		Net 30 Days
SHIP POINT	SHIP VIA	SHIPPED
Turf Products LLC	UPS Grd	03/11/20

LINE NO.	PRODUCT AND DESCRIPTION	QUANTITY ORDERED	QUANTITY BACK ORDERED	QUANTITY SHIPPED	QTY U/M	UNIT PRICE	AMOUNT (NET)
6	107636/TOR V-BELT V-BELT ** DIRECT ORDER **	1	0	1	each	23.78	23.78
9	119-4795-03/TOR COVER-OUTSIDE, LH ** DIRECT ORDER **	1	0	1	EACH	23.64	23.64
10	103-2477/TOR BEARING-JACKSHAFT ** DIRECT ORDER **	2	0	2	each	43.14	86.28
11	110-3088/TOR SHAFT-JACK ** DIRECT ORDER **	1	0	1	each	101.12	101.12
12	56-4780-03/TOR IMPELLER-ASM ** DIRECT ORDER **	1	0	1	each	691.25	691.25
5	Lines Total	Qty Shipped Total		6		Total SHIPPING/HANDLING Invoice Total	926.07 16.26 942.33

✓ 692

110137-53080 = \$942.33 M. N. J.



EBP Supply Solutions

STATEMENT

Tewksbury, MA
(800)287-3323

Milford, CT
(800)972-9622

Cranbury, NJ
(888)436-6116

IMPORTANT

To insure proper
credit please return
this stub with your
remittance

Account No.

877154300

Statement Date

06/30/20

Page

1 of 1

SOLD TO:

TOWN OF WATERFORD
REC & PARKS DEPT
15 ROPE FERRY ROAD
WATERFORD

CT 06385

AR004

Detach and Return

Remit and make payable to:

EBP Supply Solutions
P.O. Box 460
Hartford, CT 06141-0460

AR004

TOWN OF WATERFORD

In order to comply with State rules & regulations we are asking our customers to provide us with the proper tax information. It is essential & required by the government that we have an Updated Tax Exempt Certification or a Sales & Use Resale Certification for each State we ship merchandise to on your behalf. A Sales & Use Tax Permit is not an acceptable form for tax exemption.

DATE	INVOICE NUMBER	TYPE	CHARGES/CREDITS	AMOUNT DUE	AGE
06/03/20	13098573	INV	662.07	662.07	27
APPROVED FOR PAYMENT ACCT# <u>10137-53020</u> AMOUNT <u>\$ 662.07</u> FISCAL YEAR <u>2020</u> SIGNATURE <u>[Signature]</u> DATE <u>7/8/2021</u>					

STATEMENT DATE	ACCOUNT NUMBER	PAGE
06/30/20	877154300	1 of 1
INVOICE NUMBER	AMOUNT DUE	ITEMS PAID
13098573	662.07	

Current	Over 30	Over 45	Over 60	Over 90
662.07				
For Billing Inquiries Call (800)972-9622 WWW.EBPSUPPLY.COM				PLEASE PAY THIS AMOUNT 662.07

PLEASE
INDICATE
AMOUNT PAID

Schedule of interest charges 1 1/2% p
month or 18% per year



40 Boston Post Road
Waterford, CT 06385
(860) 437-7446

INVOICE

INV-12612

More than fast. More than signs.
www.fastsigns.com/586

Created Date: 6/4/2020

DESCRIPTION: Beach Signs

Bill To: Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385
US

Pickup At: FASTSIGNS Waterford
40 Boston Post Road
Waterford, CT 06385
US

Ordered By: Brian Flaherty
Email: bflaherty@waterfordct.org
Tax ID: 06/6002121

Salesperson: Tony Sabilla
Cell Phone: 860.608.6595
Entered By: Cam McCormack

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Coro Single Sided 24" x 36"	7	\$60.00	\$420.00
2	080 Aluminum Panel 24" x 36"	1	\$126.99	\$126.99
3	Heavy Duty Stakes	6	\$6.95	\$41.70

Unless otherwise specified, customer is responsible for all municipal permits and permit fees.

Upon placement of an order and all artwork has been received from the customer, FASTSIGNS will typically provide a proof (when required) by the end of the next business day, based on the information provided to us. If required, a second revision or correction is included in the price of each sign. Thereafter, each additional revision will be billed in 15 minute increments at \$25. Please allow one additional business day for each revision.

Unless you have specifically requested a sample color proof, the colors you see on a monitor or paper print out are simply a representation of the colors to be utilized. PMS colors will be matched as close as possible. Exact matches are not guaranteed.

Once the customer has approved the artwork, any mistakes in color, content and accuracy will be the customer's responsibility. There is a \$50 fee on any cancelled order in addition to any other work that has been performed.

PAYMENT POLICY: Payment is due at time of order.

UPDATED COVID-19 TERMS

DEPOSIT POLICY: Payment is currently required prior to any work commencing.

Subtotal:	\$588.69
Taxes:	\$0.00
Grand Total:	\$588.69
Amount Paid:	\$0.00
BALANCE DUE:	\$588.69

APPROVED FOR PAYMENT

ACCT# 10137-52420

AMOUNT \$ 588.69

FISCAL YEAR 2020

SIGNATURE [Signature]

DATE 6/15/20

Frontier
COMMUNICATIONS

TOWN OF WATERFORD
Your Monthly Invoice

Page 1 of 3

APPROVED FOR PAYMENT
ACCT# 10137-52080
AMOUNT \$162.16
FISCAL YEAR 2020
SIGNATURE M. N. FA
DATE 6/24/2020

Account Summary

New Charges Due Date	7/09/20
Billing Date	6/15/20
Account Number	860-437-4384-012296-5
PIN	3033
Previous Balance	62.02
Payments Received Thru 6/15/20	.00
Balance Forward	<u>62.02</u>
New Charges	62.16
Total Amount Due	\$124.18

Thank
you

We appreciate your continued business and remain committed to keeping you connected.

Manage Your Account

To Pay Your Bill

 Online: Frontier.com  1.800.801.6652

 Pay by Mail

To Contact Us

 Chat: Frontier.com  Online: Frontier.com/helpcenter

 Call: 1.800.921.8102  Tech Support: Frontier.com/helpcenter

 Email: ContactBusiness@ftr.com

1,2,6

Frontier
COMMUNICATIONS

P.O. Box 709, South Windsor, CT 06074-9998

AV 01 007314 93003B 36 A**5DGT

|||||

TOWN OF WATERFORD
FINANCE OFC
15 ROPE FERRY RD
WATERFORD, CT 06385-2806

PAYMENT STUB

Total Amount Due **\$124.18**

New Charges Due Date 7/09/20

Account Number 860-437-4384-012296-5

Please do not send correspondence with your payment. Make checks payable to Frontier.

Amount Enclosed \$

To change your billing address, call 1-800-921-8102

FRONTIER
P.O. Box 740407
CINCINNATI OH 45274-0407

|||||

488060860437438401229600000062020000124185

The Day  **theday.com**

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

ACCOUNT NUMBER	CUSTOMER	BILLING PERIOD
D92963	WATERFORD - TOWN OF/RECREATION & PARK DEPT	03/01/20-03/31/20

Client		PAGE NUMBER	DUE DATE
		Page 1 of 1	4/30/20
CURRENT	OVER 30 DAYS	60 AND OVER	TOTAL DUE
\$ 320.00	\$ 0.00	\$ 0.00	\$ 320.00

WATERFORD - TOWN OF/RECREATION & PARK
DEPT
15 ROPE FERRY RD
WATERFORD, CT 06385

Is your digital marketing really
working? For a FREE
comprehensive digital audit call
Aaron Witko at 860-701-4332
today!

CHECK NUMBER

AMOUNT PAID

THANK YOU FOR YOUR BUSINESS!
PLEASE RETURN UPPER PORTION WITH YOUR REMITTANCE

DATE	DESCRIPTION	PUBLICATIONS	REFERENCE # PO #	SIZE/LINES or QTY	GROSS AMOUNT	OTHER	NET AMOUNT
03/05/20	Previous Balance						\$0.00
	WPR/ sorting	MSR	D00857342	Billing Only 0.50			\$320.00
<i>#1013752020 = \$320.00</i>							

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

860-442-2200
800-562-8296
800-542-3354

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

BILLING PERIOD	ACCOUNT NUMBER	CUSTOMER/CLIENT	
03/01/20-03/31/20	D92963	WATERFORD - TOWN OF/RECREATION & PARK DEPT	
CURRENT DUE	OVER 30 DAYS	60 AND OVER	TOTAL DUE
\$ 320.00	\$ 0.00	\$ 0.00	\$ 320.00

Payment Terms - Net End of Month A FINANCE CHARGE OF 1.5% PER MONTH ON ACCOUNTS NOT PAID WITHIN THE MONTH FOLLOWING PUBLICATION



REMIT TO:

*** NOTE NEW ADDRESS ***
181 West Avenue
Darien, CT 06820

PAYMENTS AND CREDITS RECEIVED ON OR
AFTER THE 25TH MAY BE SHOWN ON YOUR
NEXT STATEMENT

CUSTOMER CODE	EWATEPA / 10789
STATEMENT DATE	04/30/2020

FOR BILLING INQUIRIES PLEASE CALL:
860-739-5441

WATERFORD PARK & REC
COMMITTEE
15 ROPE FERRY RD
WATERFORD, CT 06385

MAKE CHECKS PAYABLE TO:
RING'S END, INC.

THE NEXT CLOSING WILL BE ON:
MAY 31, 2020

STORE	TRANS DATE	TRANS NUMBER	TRANS TYPE	ORIG. TRANS AMT	OPEN TRANS AMT	CUST PO/JOB NAME
4	04/02/2020	361662	INVOICE	6.95	6.95	OKEEFE
4	04/22/2020	375386	INVOICE	1320.00	1320.00	WBP BATHROOMS
4	04/24/2020	377242	INVOICE	40.60	40.60	RIDGEWOOD
1	04/28/2020	17883	PAYMENT	-878.16	0.00	

52420 ✓-460

APPROVED FOR PAYMENT

ACCT# 10137-5320

AMOUNT 1367.55

FISCAL YEAR 2020

SIGNATURE [Signature]

DATE 7/8/2020

PREVIOUS BALANCE	CURRENT CHARGES	CURRENT CREDITS	CURRENT PAYMENTS	FINANCE CHARGE	AMOUNT DUE
878.16	1367.55	0.00	-878.16		1367.55
CURRENT	30 DAYS	60 DAYS	90 + DAYS		
1367.55	0.00	0.00	0.00		

If you pay by 05/15/20, Deduct 27.35

Page #: 1

All bills are payable on the 10th of the month following billing date and are past due after 30 days. Past due accounts are subject to a FINANCE CHARGE of 1 1/4% PER MONTH on the past due unpaid balance. ANNUAL PERCENTAGE RATE OF 15%.

RYAN

Business Systems, Inc.

455 Governor's Highway South Windsor, CT 06074-2510

P: 800-842-1916 F: 860-528-3512

www.ryanbusiness.com

CONTRACT INVOICE

Invoice Number: IN203485

Invoice Date: 12/30/2019

Bill To: Town Of Waterford
Recreation & Parks Dept
24 Rope Ferry Road
Waterford, CT 06385

Customer: Town Of Waterford
Recreation & Parks Dept
24 Rope Ferry Road
Waterford, CT 06385

Account No		Payment Terms	Due Date	Invoice Total		Balance Due	
SW7553		Due on Receipt	12/30/2019	\$ 115.00		\$ 115.00	
Contract Number	Contact		Contract Amount	P.O. Number	Start Date	Exp. Date	
*R IR223-KJC02549-08	Ann Nolan 860-444-5881		\$ 115.00	FY14 / 400247	07/01/2019	06/30/2020	
Remarks							

Summary:

Contract base rate charge for the 10/01/2019 to 12/31/2019 billing period

\$115.00

Contract overage charge for the 10/01/2019 to 12/31/2019 overage period

\$0.00 **

**See overage details below

\$115.00

Detail:

Equipment included under this contract

Canon/IR2230U

Number	Serial Number	Base Adj.	Location
R5536	KJC02549	\$0.00	Town Of Waterford Recreation & Parks Dept 24 Rope Ferry Road Waterford, CT 06385

Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
B/W	B/W-IR223-KJC	120,740	123,776		3,036	6,000	0	\$0.019000	\$0.00
									\$0.00

APPROVED FOR PAYMENT

ACCT# 10132-52040

AMOUNT \$115.00

FISCAL YEAR 2020

SIGNATURE [Signature]

DATE 1/6/2020

Remit To: Ryan Business Systems Inc, 455 Governor's Highway, South Windsor, CT 06074-2510

Invoice SubTotal	\$115.00
Tax:	\$0.00
Invoice Total	\$115.00
Balance Due:	\$115.00

RYAN IS GOING GREEN!

For Electronic Invoices send your Acct# and email address to gogreen@ryanbusiness.com.

Thank you for your business!

Sep. 17. 2019 11:36AM

Overhead Door Co. of Norwich

No. 7528 P. 2



Scott (3) (Thurs 9/29 X 10-12) Conf
SERVICE ORDER
 OVERHEAD DOOR CO. OF NORWICH, INC
 88 ROUTE 2A
 PRESTON, CT 06365
 TELEPHC

FACTORY ORDER NO.
 /NC
 Y
 1264
 67288

HILL TO TOWN OF WATERFORD
 ADDRESS 15 ROPE FERRY RD
 CITY-ST-ZIP WATERFORD CT 06385
 CALLER ANN
 ORDER DATE 08/28/2019 TIME 12:28 PM
 PHONE ANN-WORK--860-444-5881 RYAN-CELL--860-625
 DOOR SIZE 10 X 10 DOOR SERIES/MAKE

JOB NA
 ADDRESS
 CITY
 SEE ON JOB R

9/20/2019
Please code & sign for approval.
Return to Finance

DESCRIPTION OF WORK
 X GENERAL SERVICE ADJUST SPRING TENSION, LUBRICATE AND INSPECT MOVING PARTS.

REPLACE AND/OR REPAIR
 X BROKEN SPRING ELECTRIC OPERATOR/CONTROLS
 X CABLE LOCK
 SECTION(S) ROLLERS
 CABLE OFF DRUM TRACK
 BROKEN GLASS WEATHERSEAL TOP & SIDES
 BOTTOM

OTHER INSTRUCTIONS
 POSSIBLE BROKEN TORSION SPRING. NEEDS SERVICE A.S.A.P. AS THEY HAVE A SHIPMENT OF SUPPLIES THAT THEY ARE EXPECTING. *Clamp Spring 200.00*

Thank you!

1. *1 Comp*
295 x 2 1/2 x 45.5 IN
250.25

YES NO Electric operator meets manufacture's safety requirements for entrapment protection.

Material Total *\$270.25*
 Material Tax

DATE	TECHNICIAN	TIME IN	TIME OUT	HOURS	TRAVEL	TOTAL HOURS	RATE	AMOUNT
8/29	Scott	1215	100		1/2			\$125.00
9/6	MD			3/4	1/2	1 1/4		\$75.00

X COMPLETE *X* INCOMPLETE (SEE REVERSE SIDE FOR ADDITIONAL WORK NEEDED)

Terms: The total amount, as shown, is due Overhead Door Company of Norwich, Inc. on delivery of items listed. It is further understood that any balances on this account remaining for a period of 30 days shall incur a service charge of 1-1/2% per month (expressed as an annual percentage rate, the charge is 18%), or the highest legal interest rate permitted to be charged according to applicable statutes. It is further agreed that said account is turned over for collection, reasonable attorney's fees and/or costs of collection shall be added to the unpaid balance, whether or not legal action is instituted.

Customer is Aware of Service Rates

Credit Card on File

Labor Total *\$200.00*
 Labor Tax
 INVOICE TOTAL *\$470.25*

Quoted

Work Satisfactorily Performed And Above Terms Acceptable

X *Scott*
 Customer Signature

Date

410137-52420 - *9/20/19*



F.W. Webb Company
Waterford, CT 06385
860-629-5900

154023

P:1594 / T:7 / S:



TOWN OF WATERFORD
15 ROPE FERRY RD
WATERFORD CT 06385-2886



ORIGINAL INVOICE

Customer P.O. Number WBP			Invoice No. 64246528
Customer No. 154023	Ship Via SELF-SERVE	Date Shipped 08/23/19	Invoice Date 08/23/19
Ship To SAME 570 Vauxhall Street Ext WATERFORD, CT 06385			

Page 1 of 1

Ordered	Shipped	B.O.	Description	Line #	Net Price	Extension
5	5	0	GLV DISPBL LRG BUNA	(1)	11.27	56.35
			PIP63-336PF/L 243251			
1	1	0	DIPPED GLOVES XL CUT 5	(2)	13.63	13.63
			MIL48-22-8953 628158			
APPROVED FOR PAYMENT <i>1922</i> ACCT# <u>1013753020</u> AMOUNT <u>869.98</u> FISCAL YEAR <u>2020</u> SIGNATURE <u>[Signature]</u> DATE <u>9/19/19</u>						
Materials purchased hereon are subject to terms and conditions on back hereof. OP-002-1, REV.0				Freight/Handling	Tax	Subtotal
				0.00	0.00	69.98
						69.98

PAY THIS AMOUNT

REMITTANCE SLIP

Please detach at the perforation and
remit this section with your payment.

Payment Terms
2% 10TH, 30 NET

Invoice Date 08/23/19	Invoice No. 64246528	Invoice Amount 69.98	Amount Remitted \$
Customer No. 154023	BR# 84	Customer Name TOWN OF WATERFORD	Mail all remittances to: 160 Middlesex Turnpike Bedford MA 01730

BOW WOW WASTE

12316 World Trade Dr. #102

San Diego, CA 92128

TEL: 877-253-6449

FAX: 800-583-2169

www.BowWowWaste.com

Invoice

Date	Invoice #
1/3/2020	315960

Bill To
Town of Waterford Recreation and Parks Accounts Payable 15 Rope Ferry Rd. Waterford, CT 06385

Ship To
Town of Waterford Recreation and Parks Attn: Ann Nolan 24 Rope Ferry Rd. Waterford, CT 06385

PLEASE MAKE ALL CHECKS PAYABLE TO "BOW WOW WASTE"

P.O. Number	Terms	Rep	Ship	Via	Project
	Net 30	BW	1/3/2020	UPS	
Quantity	Item Code	Description	Price Each	Amount	
3	BW-019-GRN Tariff Mitigation ... Shipping	Single Dispense Bag Dispenser-GREEN Tariff Mitigation Allowance Fee 8.9% Ship Date 01/03/2020 Shipping 1ZV4W9480358758596 Out of State No Sales Tax	59.99 8.90% 0.00 0.00%	179.97T 16.02 0.00 0.00	
APPROVED FOR PAYMENT ACCT# <u>10137-53020</u> AMOUNT <u>\$195.99</u> FISCAL YEAR <u>2020</u> SIGNATURE <u>M. N. [Signature]</u> DATE <u>1/13/20</u>					
Due to the 25% Import Tariff, a temporary Tariff Mitigation Allowance Fee has been applied to your invoice. We, and our suppliers, have absorbed all the rest of the Tariff, to eliminate a price increase. When the Tariff is removed, the Fee will be discontinued. We are evaluating our supply chain and will continue to offer the best value to our customers. Thank you for your business and support.					
REMIT PAYMENT TO: BOW WOW WASTE 12316 World Trade Drive #102 San Diego, CA 92128					
EIN 27-4523962				Total \$195.99	
Balance Due				\$195.99	

Bozrah

BOZRAH HOME AND HARDWARE
366 SALEM TURNPIKE
BOZRAH CONNECTICUT 06334
(860) 886-1914

Park & Rec

TOWN OF WATERFORD HWY DEPT
1000 HARTFORD RD
WATERFORD CT 06385

TOWN OF WATERFORD HWY DEPT
1000 HARTFORD RD
WATERFORD CT 06385

10319

TERMINAL: 11

Tax Exemption #: 06-6002121

No returns or service warranties without receipt.

NO returns on Special orders or electrical parts.

There is a 25% re-stocking fee on New product only. SHIPPED VIA: CUSTOMER PICKUP

9:14:55

PAGE: 1 OF 1

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1	1	ST14282-007-3600	PICKUP BODY	6.49	6.49
1	1	ST14282-007-1014	FUEL HOSE KIT	11.99	11.99
3	3	SL07-261	FUEL LINE OREGON 3-32	1.25	3.75
3	3	SPRCMP6H	NOK PLUG	5.49	16.47
2	2	ST14002-710-2191	AUTOCLUT 25 2	29.99	59.98
2	2	ST14282-141-0300	AIR FILTER	11.49	22.98
1	1	ST10000-350-6202	FUEL PUMP	11.99	11.99
1	1	ZAMB869	CARB KIT	11.14	11.14

APPROVED FOR PAYMENT

ACCT# 101375 3080

AMOUNT 17144.79

FISCAL YEAR 2020

SIGNATURE [Signature]

DATE 8/6/19

V45
PD 5741

CHARGE SALE#2

George Danley
Park & Rec
Small

SUB TOTAL	144.79
DISC.	0.00
LAROR	0.00
TAX 6.350	0.00
INVOICE TOTAL	144.79

FIFTEEN ROPE FERRY ROAD



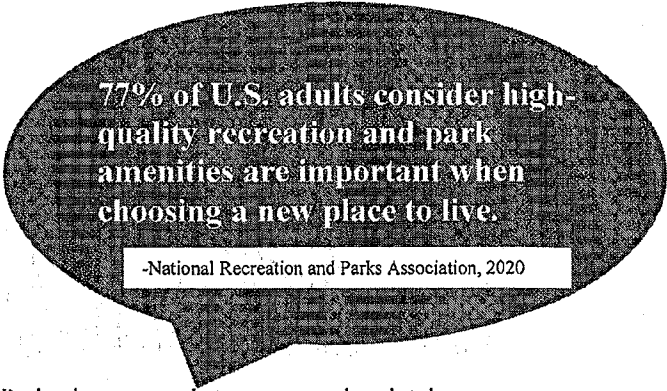
WATERFORD, CT 06385-2586

Recreation and Parks Commission

Fiscal Year 2020 Annual Report



More than 4 in 5 people
agree, parks and recreation is
an essential public service.
-National Recreation and Parks Association, 2020



77% of U.S. adults consider high-quality recreation and park amenities are important when choosing a new place to live.

-National Recreation and Parks Association, 2020

Overview:

The value and essential function of a Recreation and Parks department is to create and maintain spaces and activities that grow a greater sense of community and enhance the quality of life for its residents. These essential services – along with the high rate of return through fees – also represent a sound investment by the town. Physical inactivity is a serious, nationwide problem. It's scope poses a public health challenge for reducing the national burden of unnecessary illness and premature death. In order to fill this requirement, Waterford Recreation and Parks strives to ensure every Town park has equitable access and various points of interest for the public to enjoy. Accessible pathways, fishing piers, mobile beach chairs, trail footbridges, and more are essential to providing these services.

The department continues to grow its reach throughout Town by taking on new building maintenance responsibilities as the process for Town repair requests evolves, cooperation with other Town departments for public service: Food Bank and deliveries with WYFSB and Town Building and Utility Commission with the Waterford Beach Park accessible paths and bathrooms, enhancing public spaces through park re-design and installing gardens/plantings, and a refocus on trail maintenance/improvements etc. Our department takes pride in proper management of the Town's valuable natural resources through water and soil sampling, continuing education on pesticides and organic resources, water swales/retention basins/rain gardens, and more.

We continue to coordinate the scheduling and community use of school buildings and grounds. Programming preference continues to be dominated by fitness programs held at the Community Center and WHS pool, however, interest is being sparked by new participants being drawn to new teachers and a growing list of opportunities. Community Events have become a focal point in delivering interaction amongst different generations and interests. Our presence on social media has allowed the department to address an increase in inquiries, program and park requests as well as promoting our operations and offerings. We have also been instrumental in assisting the co-sponsored youth groups with transitions to new youth sport guidelines and maintenance aspects when possible.

Our statistical reference page located towards the end of this document shows how we are doing and who we are reaching. Our intent is to further enhance our park systems and continue keeping up with programming trends. Ultimately, the offerings and ability to administer and facilitate opportunities for the public to recreate should be considered a priority in the health and well-being of our residents.

COVID OPERATIONS AND FUNCTIONS

Due to the COVID-19 pandemic, operations started to look a little different starting in March 2020. Even though many Town and BOE parks and properties still required basic maintenance, special projects and enhancements replaced competition field preparations and indoor maintenance. The staff was diligent in following Executive Orders to open and close public areas in order to help protect residents including barricades at playgrounds, athletic fields, trails, and courts.

In-person programs were unable to be provided equating to a number of payments being refunded. The department adapted to the risks and attempted several online programs through Facebook. Storytelling, yoga, and more were offered for free and a limited number of residents participated. This can be attributed to the fact most people are already online with school and work and trying to limit additional screen time. We are hopeful that Spring 2021 will allow the department to begin offering in-person activities and programs again.

Due to the virus, the cancelled activities and programs allowed the department to position staff throughout Waterford Beach Park. Operations due to COVID required staff to be placed throughout the park to remind visitors that masks and social distancing requirements are in effect. Staff ensured all rules were followed to make the park remain as user friendly as possible without offending people on new rules and regulations. The severe drought Connecticut experienced this summer provided ample beach days and opportunities for the residents to enjoy.

Revenues and statistics saw a sharp decline overall due to COVID-19 and are reflected in the Quick Reference Statistics. The mild winter attributed to the decrease in wood deliveries for alternative heating program while concerts, programs, and picnics were cancelled entirely.

Goals and Strategies

The Waterford Recreation and Park Commission is pleased to report on its successful completion of projects and goals for FY '20. Each year, the department works cooperatively with different volunteer groups in order to limit the required funding for completion of certain projects. The following is provided to help illustrate the various tasks accepted by the Recreation and Parks Commission and staff:

I. Property Maintenance:

A. Daily Duties

1. Clean Maintenance buildings
 - Organize equipment and materials
 - Service all vehicles and equipment, as needed
 - Remove debris
 - Inspect and correct any hazards-document any corrected
2. Safety inspections of all Recreation and Park properties (parks, roadways, buildings, utilities)
3. Refer to seasonal duties
 - Assisting other Town departments as needed
 - Assisting volunteer groups as needed

B. Weekly Duties

1. Clean and maintain Jordan Park House
2. Refer to seasonal duties
3. Clean restrooms (sometimes daily such as on weekends when needed)

C. Bi-Weekly Duties

1. Trash Run- collect garbage and litter at WBP, Civic Triangle, Leary, and Pleasure Beach

2. All Board of Education locations - collect all debris- all school grounds, along parking lots, in woods between campus and grocery store (WHS)

D. Seasonal Duties Winter

1. Perform Inventory of all equipment, products, and materials
2. Snow Plowing and maintaining walkways at Town Hall, Maintenance Buildings, Civic Triangle, and Community Center clear of ice and snow.
3. Senior Citizen Wood Program
4. Drain and winterize water systems for Waterford Beach Park, Leary Park, Vets Field, and Cohanzie Field.
5. Inspect all vehicles and schedule maintenance with Public Works for repairs as needed
6. Trim trees in parks and schools, removing standing dead wood, brush, and limbs
7. Inspect Duck Pond for ice thickness, safety hazards, and water level
8. Clean ice at Duck Pond for safe skating. Keep emergency access to pond clear
9. Rake and collect leaves on all mowing areas and fence lines at parks and WIIS
10. Spring field preparations
11. Maintain lifeguard stands, buoys, and lines as needed (repair, paint, etc.)
12. Collect, repair, and re-paint picnic tables and park benches as needed
13. Collect outdoor grills and garbage barrels- scrape, paint, and repair
14. Maintain Lifeguard Shack
15. Repair and paint bathrooms at Waterford Beach Park, Leary Park, and Vets
16. Prepare all cutting machines for winter storage. Prepare again for cutting season
17. Inspect playground equipment and surfacing (see handbook for surfacing details)
18. Maintain picnic shelters
19. Maintain fencing along the dunes at Waterford Beach Park
20. Repair and repaint park signs – make new ones as needed
21. Repair and upgrade at Jordan Park House and Community Center
22. Replace all basketball nets at all outside courts as needed
23. Late Winter/Early Spring – Clean parking lots of sand and debris
24. Any necessary bridge repairs at Waterford Beach Park and Jordan Mill Park
25. Complete projects that were not finished during warmer months
26. All new projects are addressed as weather permits, in winter

E. Seasonal Duties Spring/Summer

1. Grade skin areas of ballfields in priority:
 - Waterford High School Baseball
 - Vet's Softball Field
 - Cohanzie/Dedrick Field
 - Leary Park
 - Clark Lane
 - Southwest
2. Turn on water systems with N.L. Water Dept. at Waterford High School, Dedrick Park, Leary Park, Vet's Field, Waterford Beach Park, Mago Point, War Park fountain, Ridgewood Park, etc.
3. Install aerators at Duck Pond
4. Mow and trim grass on all Town owned land to include schools, parks, municipal grounds, and co-sponsored athletic fields. Maintainers must pick up all litter and debris in their mowing areas.
5. Shrub, hedge, and flower bed maintenance – feed/install new plantings
6. Playground surfacing
7. Open all restrooms in parks
8. Put out garbage cans, picnic tables, and benches in parks and school areas
9. Prepare tennis courts
 - install nets – replace as needed

- inspect fencing and surface for overgrown weeds, branches, etc.
- repair benches and fencing/gates as needed
- 10. Paint permanent lines on softball and baseball fields. Paint lines on other athletic fields as required, i.e. Leary Soccer. Prepare lines for track meets at Waterford High School. Also begin Fall field preparation
- 11. Assist Public Works in cleaning sand off sidewalks and islands wherever our areas of responsibility are mutual
- 12. Prepare baseball and softball fields for game conditions on a daily basis, i.e. drag skin, rake mound, bases, and batters box. Line field appropriately
- 13. Inspect beaches for needed repairs on bridge, fencing, signage, roadways, parking, shelters, trees, dumpsters, etc. Repair and/or replace as needed
- 14. Clean beaches of seaweed, garbage, litter, and debris daily
- 15. Clean and grade sand on waterfront. Install boardwalks, buoys and buoy lines, and lifeguard stands.
- 16. Mow Stenger Farm and trail system during dry months of July and August
- 17. In mid-spring – over-seed, top dress, and fertilize ballfields
- 18. In mid-summer – start lining all ballfields, i.e. football, soccer, and field hockey
- 19. Contract tennis court repairs
- 20. Prepare areas for Harvest Fest events and activities
- 21. Prepare school grounds for opening/beginning of school year (also Graduations)
- 22. Assist Summer Jobs For Minors Program

F. Seasonal Duties Fall

1. Line all athletic fields as needed and according to schedule provided from Recreation and Parks Office
2. Remove buoys and buoy lines, lifeguard stands, signage, and boardwalk from beaches
3. Leaf removal for all Town owned property
4. Continue mowing schedule
5. Fertilize and seed all lawn areas
6. Remove aerators from Duck Pond
7. Edge and re-grade baseball and softball fields. Over-seed and top dress as needed. Begin making preparations for Spring field management
8. Maintain Stenger Park

G. Notable Projects in 2020

Board of Education

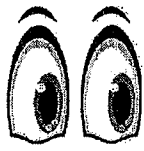
- Prepared all BOE properties for opening day, Field Days, special events, graduation, etc.
- Improved fertilization program and integrated pest/plant management plan
- Painting and field layouts at ALL schools for team sports and physical education classes
- Multiple seeding/aerating requirements for active and dormant seasons at all school play areas
- Continued mowing, trimming, leaf removal, and regular daily maintenance
- Operation and supervision of large irrigation system throughout WHS sport fields
- Maintain Project Adventure sites at CLMS and WHS
- Installed and removed portable fencing for WHS softball at Vets field
- Assistance for the WHS Garden Club
- Increased specialty field preparation
- Trash Removal from all outdoor areas
- Enhanced gardens and site specific landscaping requests

Town

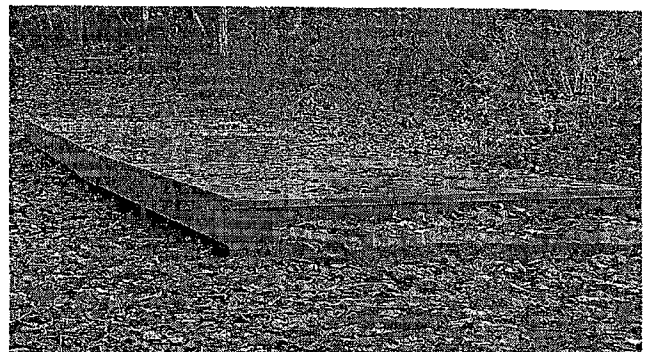
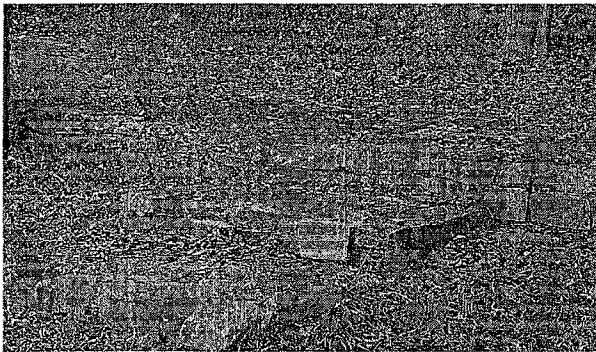
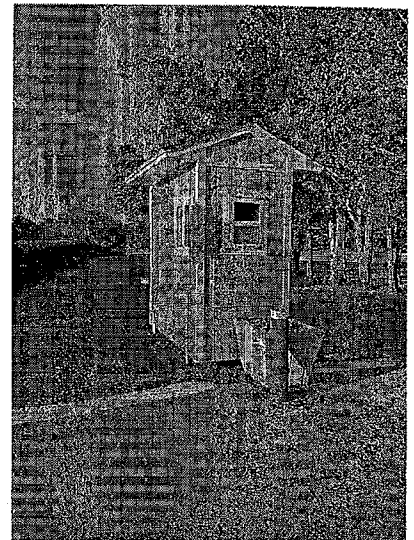
- Children's Playground accessible walkway
- Clearing of trails through Civic Triangle
- JPH wetlands marking and delineation for improvements and plantings
- WBP bathroom pads and walkway phase of beach project: COVID, etc.
- Parking lot repairs at Stenger Farm, Vets garage, and Kingfisher Sanctuary Basin
- Installed new gatehouse at WBP with assistance from Dave Garside
- Veteran's war park annual beautification: weeding, plantings, cut out new garden behind fountain
- Repair steps at Grimsey Beach – install new park sign – and clear area for STRSTH Regatta
- Food Pick up and deliveries to AHEPA and Gemma Moran in partnership with Waterford Youth and Family Services
- WBP Scillieri Lookout improvements
- WBP memorial bench installed: Whelan
- Cleared and repaired stone wall heading down WBP property from Eugene O'Neill
- Dog Park fence replacement
- Grading and landscaping around Children's playground and Gazebo : sink holes
- Foot bridges constructed and installed at Stenger Farm Park
- Installed woodchips for landscaping improvements at Dog Park
- Constructed and installed new kiosk at Stenger Farm Park
- Clearing Vets garage driveway and outskirts of maintenance building
- Repair-replace Jordan Mill Park parking lot boards/fencing
- Decorative stone border added to O'Keefe Memorial at WBP
- COVID 19 measures: fencing, postings, sawhorse blockades, basketball rims blockades, etc.
- Increased workload at Little League North in QH with organization not using facility
- Nevins Cottage prep work for inspections: open holes in locations for contractors and install Tyvek around foundation skirt
- Continued beach operation review and management – buoys, boogie board area, regular season maintenance, etc.
- Continued education for updated fertilization/seed/maintenance product options on all properties.
- Athletic field maintenance and field painting operations
- Vehicle and equipment improvements consistent with the Fleet Management Plan
- Grimsey Beach Regatta Preparation – Save The River Save The Hills
- Continued partnership with Senior Services on the operation of the Community Center
- Tree removal and stump grinding throughout Town properties
- Senior Citizen Supplemental Wood Program delivering 50+ loads of wood to homes annually
- Veterans War Park annual beautification project
- Opening and closing of all water lines/meters at all department jurisdictions
- Several landscaping projects around Town buildings
- Snow/Leaf removal and various clean-up efforts from storms – trees, limbs, etc.
- Removal of Town Hall auditorium drop ceiling and rocks from inner foyer
- Sign repair and construction
- Mago Point Riparian buffer/pier garden and boat valet hillside landscaping
- Barry Farm, Leary, and Stenger Farm trail work

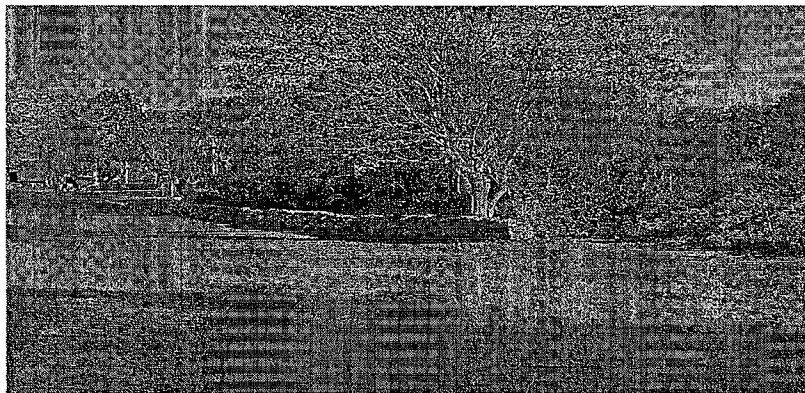
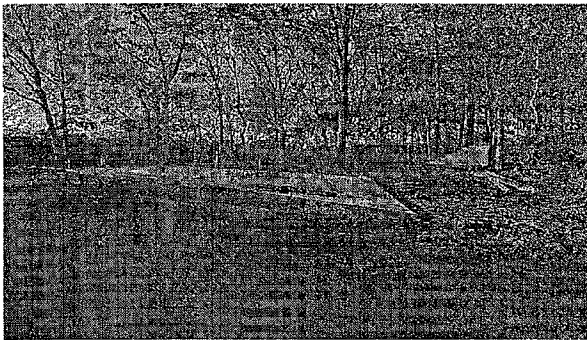
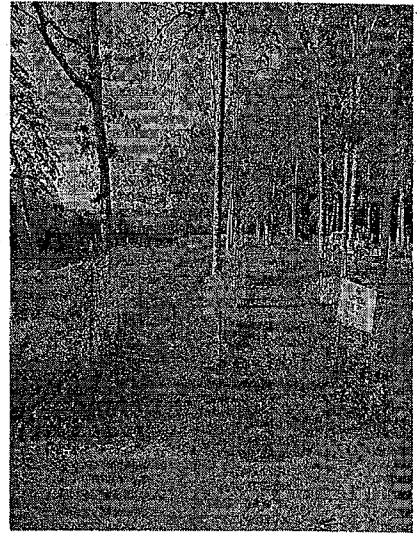
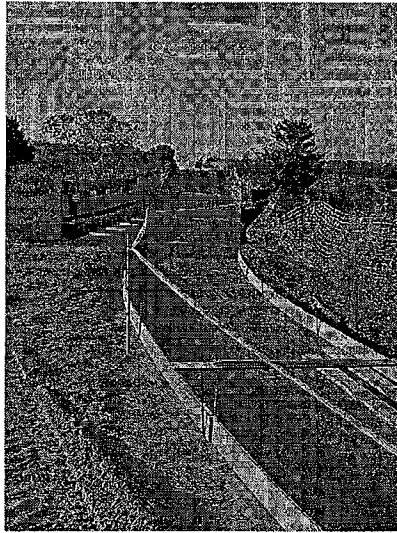
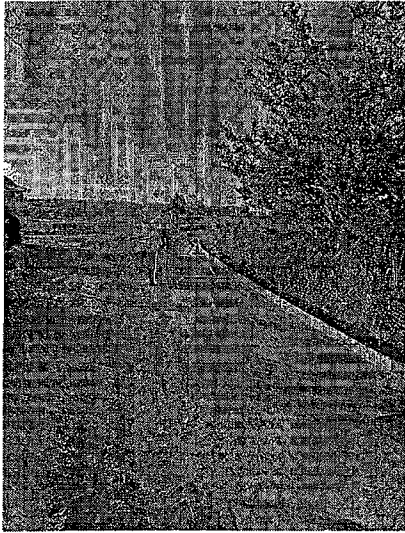
"The parks crews have been incredible." – Dani Gorman, WYFSB Director

"The grounds and bleachers, Home and Away, were in great shape. I truly appreciate your efforts and support." – Chris Landry, Director of Athletics & Student Activities

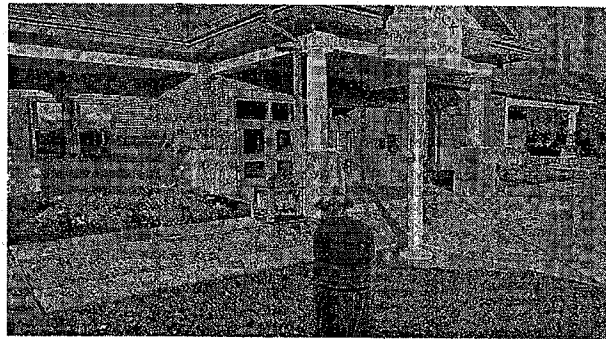
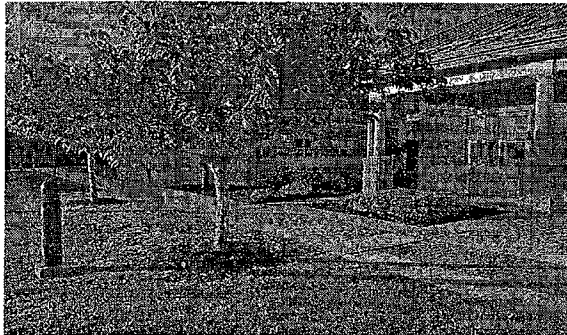
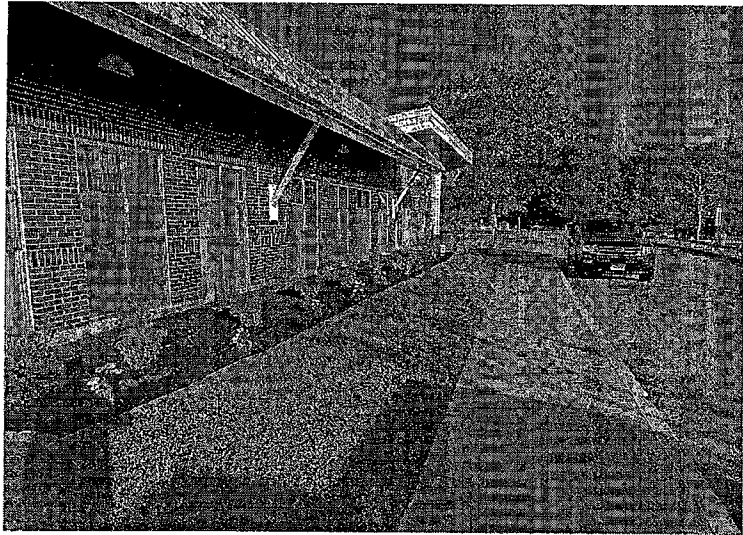
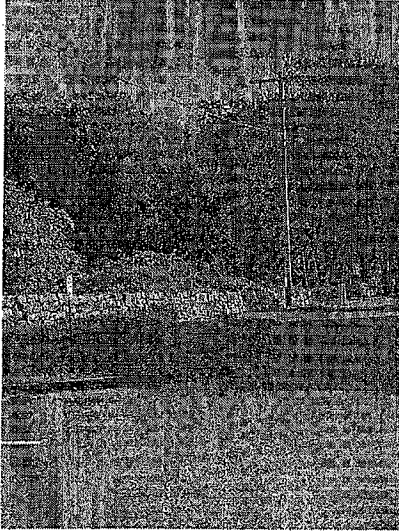


Park Improvements





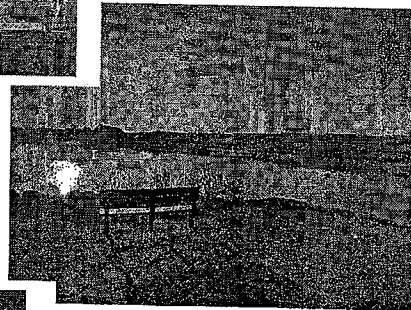
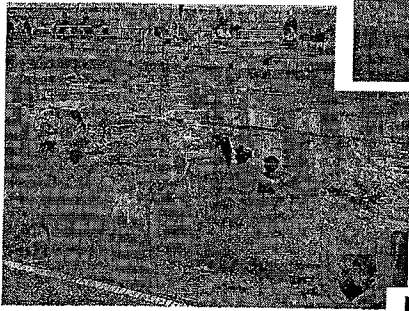
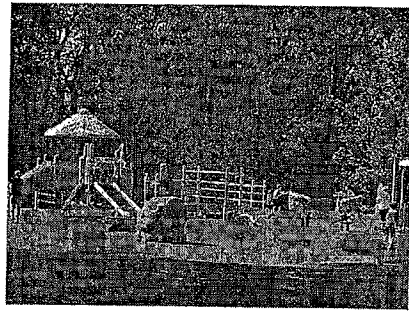
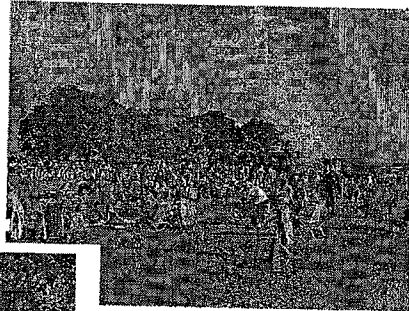
BOE Improvements



II. Programming Notes:

- The 2019 Harvest Festival was a great success. We had over 800 people attend and with the help of Sandy Kenniston from Public Works were able to get Life Star Helicopter to make an appearance. This is such a huge draw for the kids and might even be a bigger draw to the parents. Also with the cooperation of the Waterford Police and the Gardiner Family Foundation, we were able to distribute over 300 new bike helmets to the children of the community. Public Works put on a great Touch a Truck for the kids as well as handing out information on recycling. Many departments and organizations also helped such as the Library, Historical Society, Girl Scouts, and the Mothers of Twins making the event fun for the little ones. We also had vendors there selling arts and crafts items as well as food trucks. A duo singing wrapped up the evening and drew a good crowd.
- The 2019 Youth Triathlon had over 250 participants and over 100 volunteers. Area Recreation departments consisting of New London, Waterford and Ledyard sponsored this program. In the past we had Norwich also, however they could not attend this year. Volunteers are from the Coast Guard Academy, Subbase and each department brings volunteers. This event is collaborative held at Camp Harkness. Waterford is responsible for the swimming portion of the triathlon and with our great summer staff; we are able to supply plenty of lifeguards to make it a safe event.
- Special events this year consisted of the Harvest Festival, Pearl Harbor Road Race, Tree Lighting at Town Hall, Tree Lighting at the Quaker Hill Green, the New Year's Eve Eve Party at Waterford Beach and the Easter Egg Hunt. These activities have been growing each year and are such great outings for a wide demographic of ages. One of the fastest growing programs is the New Year's Eve Eve Party at Waterford Beach. This is in conjunction with the Fire Marshall's office, Fire Police, Goshen Firehouse, Oswegatchie Firehouse and others volunteering their time for the public to enjoy an evening out for a few hours. There is a bonfire, hot chocolate and then fireworks. We average about 500 people at this event.
- The Summer 2019 Concert Series was a huge success once again. This is such an enjoyable evening for the people of Waterford and surrounding towns. It is so nice to listen to the music while watching the children play and others dancing. Our average attendance was 1292 people per evening over seven different concert nights. This is with two of our bigger concerts not happening due to rain and thunderstorms. The food trucks are a big draw also. Individuals have a choice of pizza, salad, lobster rolls, hot dogs, hamburgers, french fries, sandwiches and ice cream as well as pastries to pick from!
- We are continuing to assist the Youth Sports Organizations/Co-Sponsored programs. Some of the youth sport organizations are seeking additional maintenance because of the diminishing volunteer pool. We are able to help them when and where we can but do not have the availability of staff to do this on a continuous basis.
- The Recreation and Parks Health and Fitness Programs have been growing over the years. This is due to the remarkable instructors we are able to hire and input from the public on their requests. We cannot grant every request, but do evaluate and look at programs that the public might enjoy. We continuously look outside the box to make every program beneficial and financially reasonable while knowing we may need to offer a program below the minimum number of applicants so that people get to see the benefits of the new opportunity/activity. Word of mouth is a great resource as well as the evaluations.

Facebook post: "I was at the town beach today and want to thank you and your staff for the great organization, clarity of directions, and availability of staff to answer questions..."

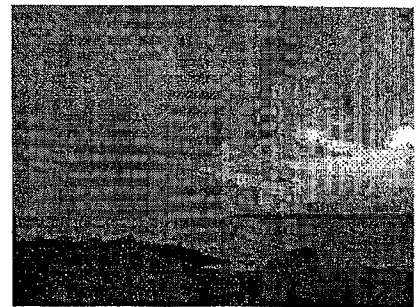


Planning/Development:

- Department project developing necessary materials in meeting National Recreation & Parks standards for national accreditation recognition
- The Town and department stay updated through continuing education learning programs through CIRMA and OSIA – defensive driving, chainsaw safety, safe boating licenses, etc.
- FY'20 saw completion of the following projects:
 - Waterford Beach Park Causeway Bridge
 - Accessible pathway and associated drainage system at Veteran's bathroom
 - Dog Park Fence Replacement
 - Children's Playground equipment installation (partnership with Gardiner Family Foundation)
- Current irrigation projects at Veteran's Field and the Leary Park Complex (3 fields) are being reviewed after bids received were in excess of the funding appropriated. Additional funding may be necessary unless another RFP is sent out separating the projects. The quote received for the work to be done was not bid on by the submitting company.
- Town Hall and Leary basketball court repairs .
- Future considerations and planning in progress for the following:
 - Town-wide tennis/basketball/pickleball court replacement with post tension concrete
 - Stenger Farm Park restroom planning and design underway. Desired location and project requirements under review.
 - Veteran's Softball Field light replacement
 - Waterford Beach Park Causeway bathrooms, walkways (sidewalks, mobi mats, etc.)
 - Veteran's Maintenance Garage improvements and additional storage bay. There is simply not enough indoor space to protect the trucks, machines/equipment, attachments, fertilizer/materials, etc. from the environment. A study is being proposed to improve the structure and include much needed additional storage space.
 - Continued planning and purchasing of playground equipment in partnership with the Gardiner Family Foundation.
 - Trail design at Stenger Farm Park, Leary Park, and Barry Farm Park
 - Tree inventory and park development/maintenance planning in coordination with Planning & Zoning as well as local universities and colleges
 - Improve access to Pleasure Beach
 - Continue to seek grants from the State and private sources, including pilot projects for environmental programs
 - Lower Leary Park access road improvements
 - Work with the Waterford Parks Foundation to pursue additional goals/projects
 - Continued staff development through trainings and specialization courses

Respectfully Submitted,

Traci Santos, Chair Recreation and Parks Commission



Quick Reference Statistics

Total maintained acres:	593.41 Town and 169.4 BOE	
Senior Wood Program:	FY '19 56 Loads Cut 26 Sr. Households	FY '20 30 Loads Cut 16 Sr. Households
Summer Job For Minors:	12 employed	0 employed
Programs:	FY '19	FY '20
Programs Offered:	123	100
Enrollments:	1,234	768
Male	429 (35%)	261 (34%)
Female	805 (65%)	507 (66%)
Average Age	26	29
Resident Participants	1,124 (91%)	691 (90%)
Non-Resident Participants	110 (9%)	76 (10%)
Community Center Drop-In:	approx. 61,000	approx. 26,000
Fitness Room Participants:	2164	2164
Program Efficiency	104 Offered 92 Administered 88% Success Rate	100 Offered 91 Administered 91% Success Rate
Revenue:	FY '19	FY '20
Total Generated Revenue:	\$212,070.72 Projected: \$203,000 Diff: +\$9,070.72 or 4%	\$200,250.60 Projected: \$203,000 Diff: -\$2,749.40 or -1.4%
Facility Use:	FY '19	FY '20
Indoor Facility Use	4,887.50 hours	3,395 hours (closed 3/20)
-Community Use of Schools		
Outdoor Facility Use	26,820 hours	16,453 (March-June closed)
WBP Attendance	27,685	24,453
Residents	21,594	18,819
Non-Resident	6,091	5,634
Concerts	9,043 (7 concerts)	0
WBP Picnics	65	0
WHS Pool Attendance	5,576 (pool closed 8/19 & 9/19)	2,756 (closed 8/20, 3/20-6/20)

