



MINUTES
REPRESENTATIVE TOWN MEETING
Regular Meeting
August 5, 2024

RECEIVED FOR RECORD
WATERFORD, CT
2024 AUG - 11 P 3:51
ATTEST: David L. Campo
TOWN CLERK

RTM Moderator Paul Goldstein called the August 5, 2024 Annual Meeting of the Representative Town Meeting to order at 7:01 P.M.

ROLL CALL

PRESENT: Michael Bono, Jennifer Bracciale, Mark Campo, Erica Casper, Mary Childs, Harry Colonis, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Nicholas Gauthier, Paul Goldstein, Kristen Gonzalez, Matthew Keatley, Lindsay Khan, Kate MacKenzie, Shawn Monahan, Ursula Moreshead, Kayla Mullen, Kathleen Mullen Kohl, Theodore Olynciw, David Sugrue

ABSENT: Kyrar Augmon-Bossa, Timothy Fioravanti, Ryan Healy, Christina Jessuck, Danielle Steward-Gelinas

EX-OFFICIO MEMBERS PRESENT: First Selectman Robert J Brule; Selectman Richard Muckle

EX-OFFICIO MEMBERS ABSENT: Board of Education Chair Pat Fedor, Board of Finance Chair Glenn Patterson, Selectman Greg Attanasio

ALSO PRESENT: Town Clerk David L. Campo; Town Attorney Robert Avena; Director of Finance Kim Allen.

AGENDA ITEM C – June 3, 2024 Minutes

MOTION by Keatley, seconded by Dembek, to accept the June 3, 2024 Minutes as presented with the following corrections offered by Driscoll: Olynciw's report "to the Oswegatchie Fire Station Building Committee" under CORRESPONDENCE should be changed "to the Representative Town Meeting", add the bio for Mr. Swansen as an attachment under NEW BUSINESS, and correct the spelling of correspondence.

VOTING IN FAVOR: Unanimous

CORRESPONDENCE

The following items were received as correspondence: A letter from RTM Member Mary Childs in regard to the organizational makeup and related ordinances to Youth and Family Services and Senior Citizens, along with letters from the Town attorneys in regard to the same subject. A letter from Robert Tuneski, Chair of the Oswegatchie Fire Station Building Committee requesting to report to the body on the progress in October.(See Attachments)

PUBLIC COMMENT

Quaker Hill resident Tina DuBosque, 45 Wintergreen Dr, spoke in regard to the need for quarterly by district meetings of the RTM and her concerns over the disposal of Town police handguns. (See Attachments)

Quaker Hill resident Bryan Sayles, 54 Wintergreen Dr, spoke in regard to the condition of a town sign on the top of Old Norwich Rd and his concerns of how the Waterford Police dispose of retired handguns. Waterford Police Chief Marc Balestracci, spoke in regard to the process the Waterford Police will use to dispose of the retired handguns and noted that it passed through all of the required boards, noting the transparency of the process.

AGENDA ITEM F

Chair of the Legislation & Administration Committee, Susan Driscoll, and Chair of the Public Protection & Safety Committee noted that they will have meeting in the near future.

AGENDA ITEM G

An appointee report from Ted Olynciw was submitted and accepted for the Oswegatchie Fire Station Building Committee. Olynciw noted the void being left by Fire Director Howley's retirement. (See Attachment)

CALL ITEM 1 – Gardiner Family Foundation Check Deposit

PRESENTATION: Human Services Director Dani Gorman, Finance Director Kim Allen

MOTION by Dembek, seconded by Bracciale, to approve request from Finance Director Kim Allen to deposit a check for **\$15,000** from the Gardiner Family Foundation to be used for **Town of Waterford's Children Support Services**.

MOTION PASSED: Unanimous

CALL ITEM 2 – Harbor Management Mooring Rates

PRESENTATION: Chair of the Harbor Management Commission John Hughes

Motion by Keatley, seconded by Driscoll, to approve a request from the Harbor Management Commission, effective **January 1, 2024**, to increase mooring rates as presented.

Friendly amendment was offered by Driscoll and accepted changing "effective" to "retroactive to"

MOTION PASSED: Unanimous

CALL ITEM 3 – Acceptance of Caroline Court

PRESENTATION: Director of Public Works Gary Schneider; Utility Commission Director James Bartelli; Planning Director Jonathan Mullen, AICP; Town Attorney Robert Avena

RTM Moderator Goldstein noted the retirement of Utility Director James Bartelli and his 39 years of service to the town.

MOTION by Dembek, seconded by Moreshead, to accept **Caroline Court** as a Town Road, pending final review of documentation by the Town Attorney.

MOTION PASSED: Unanimous

CALL ITEM 4: SCBA Upgrades

PRESENTATION: Interim Fire Services Director Stephen Dubicki, Jr.

Motion by Childs, seconded by Dembek, to approve a recommendation from the Board of Finance to transfer **\$50,000** from **Capital and Non-Recurring Line #20523-57838 Pre Emption Light Repairs** to **Capital and Non-Recurring Line #20523-57777 SCBA Upgrades**.

Friendly amendment was offered by Goldstein and accepted to add "appropriate" to read as follows:

Motion by Childs, seconded by Dembek, to approve a recommendation from the Board of Finance to transfer and appropriate **\$50,000** from **Capital and Non-Recurring Line #20523-57838 Pre Emption Light Repairs** to **Capital and Non-Recurring Line #20523-57777 SCBA Upgrades**.

MOTION PASSED: Unanimous

CALL ITEM 5: Town Hall Basketball Court

PRESENTATION: Recreation & Parks Director Ryan McNamara

MOTION by Mullen, seconded by Childs, to approve a recommendation from the Board of Finance to transfer **\$91,000** from **Line #33720-55854 Leary Basketball Court Rebuild** to **Line #33720-55855 Town Hall Basketball Court**.

Lengthy discussion ensued. Some members were concerned as to the status of the Leary Park Basketball Court. Director McNamara and First Selectman Brule acknowledged that a plan will be formulated in the near future for Leary Park.

MOTION PASSED: Unanimous

CALL ITEM 6: Town Hall Basketball Court

PRESENTATION: Recreation & Parks Director Ryan McNamara

Motion by Mullen, seconded by Driscoll, to approve a recommendation from the Board of Finance to transfer **\$117,808** from the **Unassigned Fund Balance of the General Fund** to **Line #33720-55855 Town Basketball Courts Repairs**.

Friendly amendment was offered by Driscoll and accepted to change the name of the Line# to "Town Hall Basketball Court"

MOTION PASSED: Unanimous

CALL ITEM 7: School Building Committee Appointment

MOTION by Mullen, seconded by Driscoll, to consider an RTM appointment to the School Building Committee.

MOTION PASSED: Unanimous

NOMINATION by Keatley, seconded by Dembek, to appoint David Sugrue to the School Building Committee. **(Term 07/01/2024 – 06/30/2029)**

VOTING IN FAVOR: 20-0-1 (Sugrue Abstained)

SUGRUE appointed

CALL ITEM 8: Senior Citizen Commission Appointment

MOTION by Driscoll, seconded by Childs, to consider an appointment to the Senior Citizen Commission due to the resignation of Kathleen McNamara.

MOTION PASSED: Unanimous

NOMINATION by Driscoll, seconded by Gauthier, to appoint Thomas Kennedy, 105 Boston Post Rd, to the Senior Citizen Commission. **(Term 04/04/2022 – 04/07/2025)**

VOTING IN FAVOR: Unanimous

KENNEDY appointed

CALL ITEM 9: Utility Commission Appointment

MOTION by Mullen, seconded by Childs, to consider an appointment to the Utility Commission due to the resignation of Stephen Negri.

MOTION PASSED: Unanimous

NOMINATION by Driscoll, seconded by Gauthier, to appoint Jerry Porter, 19 East Neck Rd, to the Utility Commission. **(Term 04/01/2023– 03/31/2027)**

VOTING IN FAVOR: Unanimous

PORTER appointed

NEW BUSINESS:

Discussion in regard to the attached letters from RTM Member Mary Childs and Town Attorneys in regard to the organizational structure of the Senior Services Commission and the Youth and Family Services Bureau.

MOTION by Driscoll, seconded by Childs, to refer to the Legislation & Administration Standing Committee of the RTM a review of ordinances included within Senior Services Commission and Youth and Family Services Bureau.

MOTION by Olynciw, seconded by Sugrue, to move the question.

MOTION PASSED: 20-1-0 (Gauthier Opposed)

VOTING IN FAVOR OF ORIGINAL MOTION: Casper, Childs, Condon, Driscoll, Gauthier, Gonzalez, Khan, Moreshead, Mullen, Mullen Kohl, Olynciw

VOTING AGAINST: Bono, Bracciale, Campo, Colonis, Dembek, Goldstein, Keatley, MacKenzie, Monahan, Sugrue

MOTION PASSED: 11-10-0

MOTION by Sugrue, seconded by Gauthier, to adjourn at 8:37 P.M.

MOTION PASSED: Unanimous

Respectfully Submitted,



David L. Campo, CCTC
Waterford Town Clerk

August 1, 2024

To: Paul Goldstein, RTM Moderator
15 Rope Ferry Rd
Waterford, CT 06385

From: Mary Childs, RTM District 2

Re: Request for referral of issue to Legislation & Administration Committee

Mr. Moderator:

As you may recall, the RTM first learned of the reorganization of the Youth and Family Services Bureau and the Senior Citizens Commission during our May 2022 budget hearings. It came as a surprise to many of us that, several months previously, following the departure of the Senior Citizens Director, a decision was made to have the YFSB Director oversee both agencies so that our senior services would not be left to flounder. In the discussion that followed, we learned that this was not a temporary action, and that details such as whether the two agencies would be combined, what staffing changes were planned, were still being worked out.

We were assured that a full explanation of the new organization would be forthcoming later in 2022. When that did not happen, I requested that the First Selectman schedule a presentation to the RTM, and he graciously assured us that he would do so after the 2023 budget hearings.

As Waterford's legislative body, the RTM is responsible for codifying any changes in the makeup of our town government, which includes departments, agencies, boards and commissions. Ideally, the review, revision, and public hearings on the applicable ordinances takes place before a reorganization is implemented. Failing that, we still must take the appropriate action, even if it is after the fact.

I respectfully request that the issue of the YFSB and Senior Citizens Commission reorganization be referred to the Legislation & Administration Committee for appropriate consideration and ultimate recommendation to the full RTM. I expect this would involve a review of the following ordinances: Chapter 2.96, Youth and Family Services Bureau; Chapter 2.72, Senior Citizens Commission; and Chapter 2.08, Town Officers. There may be other ordinances to check, depending on cross-references, but I trust the committee and the Town Attorney will address them as needed.

Thank you for your consideration of this matter.

Mary Childs, RTM District 2

RECEIVED FOR RECORD
WATERFORD, CT
2024 AUG - 1 A 9:27
ATTEST: *[Signature]*
TOWN CLERK

Suisman Shapiro

Attorneys-At-Law

July 29, 2022

Robert A. Avena

Raymond L. Baribeault, Jr.

James P. Bertryman

Michael A. Blanchard

Eric W. Callahan

Michael P. Carey

Richard S. Cody

John A. Collins, III

Isabel V. Del Vecchio

Jeanette M. Dostle

Eileen C. Duggan

Rochelle C. Duyan

Bryan P. Fiengo

Theodore W. Helser

Jeffrey W. Hill

Estelyn P. Kelly

Kristi D. Kelly

Nicholas F. Kepple

Robert B. Keville

Jillian K. Miller

Samuel M. Nassetta

Laura A. Raymond

Kyle J. Zrenda

In Memoriam

Andrew J. Brand

James F. Brennan

James J. Courtney

L. Patrick Gray, III

Michael V. Sage

Matthew Shafner

Max M. Shapiro

Charles J. Suisman

Thomas B. Wilson

Louis C. Wool

Of Counsel

Hinda K. Kimmel

Jay B. Levin

Richard A. Schatz

Sent via email: gpatters512@gmail.com

Mr. Glenn Patterson, Board of Finance Chair
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

RE: Staff Realignment

Dear Glenn:

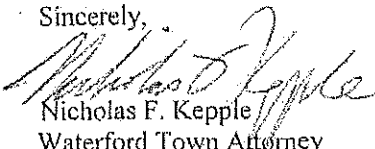
First Selectman Rob Brule has asked me to respond to your recent questions about the realignment of staff responsibilities for Senior and Youth and Family Services. The shift in staffing responsibilities was initiated by the First Selectman in response to two staff vacancies in our Senior Services organization. Pursuant to his authority under Sections 3.2.3 and 3.2.5 of the Waterford Charter (see attached) which grants in Section 3.2.3 the chief executive the power to "direct the administration of all departments and officers" which authority is further stated in 3.2.5, "All town agencies and officials with the exception of the board of education shall be under the administrative supervision of and report to the First Selectman acting for the Board of Selectman."

Please also note Section 6.5 of the Charter entitled "Controlling Authority" which states, "In the event that any provisions of any special act or ordinance of the town shall be in conflict with the provisions of this charter, the provisions of the charter shall be controlling."

The language in the Charter regarding the executive authority of the First Selectman was subsequent to the ordinances regarding Youth and Family Services and the Senior Citizens Commission; therefore, Section 6.5 applies and the Charter language controls. Nevertheless due to Rob's efforts collaborating with these Commissions, Human Resources, Town and Labor Counsel and the Personnel Review Board a consensus was achieved where all parties were in agreement with the revised staff responsibilities (please see attached PRB meeting minutes).

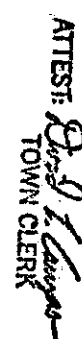
In our opinion, therefore, as Town Counsel, there is no "risk" to the Town arising from the proper exercise of the First Selectman's authority to administer Senior and Youth and Family Services in a manner he and the two interested Commissions see as the most effective manner to administer these services.

Sincerely,


Nicholas F. Kepple
Waterford Town Attorney

NFK/pmn
Attachments

cc: Robert Brule, Baird Welch-Collins, Bill Sheehan, Elizabeth Sabilia, Jody Nazarchyk, Joe Filippetti, Kevin Petchark, Kimberly Allen, Ronald Fedor, Robert Tuneski, Eileen Duggan, Robert Avena

RECEIVED FOR RECORD
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2024 AUG - 5 P 6:40
ATTEST: 
TOWN CLERK

A Tradition of Innovative Solutions

Suisman, Shapiro, Wool, Brennan, Gray & Greenberg, P.C.
2 Union Plaza, Suite 200 • P.O. Box 1591, New London, CT 06320
Phone 860-442-4416 • Fax 860-442-0495 • www.suismanshapiro.com

Robert Brule

From: Robert Avena <RAvena@sswbogg.com>
Sent: Wednesday, July 20, 2022 11:47 AM
To: Robert Brule; Nicholas Kepple
Subject: FW: Creation of Human Services Position

CAUTION: This email originated from outside of the organization.

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

Dear First Selectman Brule : The Town Attorney's office took several steps in legally evaluating the proposed new position of Human Services Administrator and the position relative to the existing town positions, involving the Senior Citizens Commission and Youth and Family Services Bureau. With the assistance of your office, Human Resources, Labor Counsel, and the existing administrators, we took a look at the Town Charter, specifically in regard to the powers of the First Selectman regarding employees of the town, and any other specific language in the Charter regarding the Senior Citizens Commission and Youth and Family Services Bureau, and the Personnel Review Board. We also involved labor counsel to work with the union on any union contract implications for the new position and existing union employees. We also reviewed all applicable Ordinances regarding the respective Senior Citizen Commission and Youth and Family Services Bureau.

Our legal review concluded that the First Selectman is the chief executive officer of the town and "shall direct the administration of all departments and officers" subject to any functional responsibilities or authority of any other town agency or official under state statutes or other authorities. We therefore looked at the creation of the Senior Citizen Commission under 4.4 of the Charter, and its requisite Ordinance, the Personnel Review Board under 4.5 and its ordinance, and the Ordinance creating the Youth and Family Services Bureau. Given that both the Commission and Bureau, upon consultation, had no issue with the reorganizing of the assigned town staff to them, we then looked to the rules of the Personnel Board to propose, through HR, the role and position of Human Services Administrator, which met its approval. With the assistance of labor counsel, the applicable town union also agreed to the reconfiguration of the union town employees under the rules of the union contract. Once these steps were taken, the First Selectman, working closely with the staff and members of the affected Commission and Bureau, and HR, made the final selection of the requisite new position employee and reconfigured staff. Not all staff departments in town have specific ordinances in place, so the decision to create an Ordinance regarding a proposed Human Services Department would rest with the legislative initiative of the RTM.

Robert A. Avena, Esquire
Suisman Shapiro
20 South Anguilla Road
P.O. Box 1445
Pawcatuck, CT 06379

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Firm Website: www.suismanshapiro.com

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2024 AUG - 5 P 6:40
ATTEST: *[Signature]*
TOWN CLERK

July 5th, 2024

Mr. Paul Goldstein
Moderator, Representative Town Meeting
15 Rope Ferry Road
Waterford, CT 06385

RECEIVED FOR RECORD
WATERFORD, CT

2024 JUL -8 | A 10: 16

ATTEST: *David I. Campo*
TOWN CLERK

D

Moderator Goldstein,

I recently committed to provide status to the RTM at the August 5th meeting, on the progress of the Oswegatchie Building Committee in designing the new Oswegatchie Fire Station.

By the time of that meeting, given that our architect (Silver Petrucelli + Associates) has only recently been formally contracted, little design work will have progressed; And I believe that a status presentation at that time will not have sufficient detail for the RTM to evaluate and appreciate.

In accordance with our preliminary design schedule, by the October 5th RTM meeting, the Oswegatchie Fire Station design activities will be sufficiently mature and there will be ample information to present and discuss.

Consequently, I recommend that the Oswegatchie Building Committee status presentation be deferred from the August 5th to the October 7th RTM meeting.

Respectfully Submitted,

Robert Tuneski
Chairman, Oswegatchie Fire Station Building Committee

Cc Dave Campo, Town Clerk

August 5, 2025

To: Town of Waterford Representative Town Meeting Members

From: Tina DuBosque, Quaker Hill, CT

Re: Disposal of Town Police Handguns

Dear RTM Members,

I feel that the current method of disposal of Town Police handguns is an issue worth debating and working to change.

This is **not** a Second Amendment issue.

It is an issue of responsibly retiring Town Police handguns.

The handguns being retired are not permanently destroyed, but temporarily disabled. This means that they can be made whole again and put out on the used gun market. The Town of Waterford benefits financially from this current disposal program.

These retired handguns can, and do, fall into the hands of those who wish to use them for criminal activities. There are other licensed, acceptable methods currently in use to responsibly dispose of retired handguns, in ways that permanently disable them, rendering them unsaleable, out of reach of the criminally minded.

I advocate for a review of the current disposal program, and a change to a more responsible disposable program, one that will help to keep these used handguns permanently out of circulation.

Citizens' lives are at stake, nation-wide.

Let's be part of the solution, not part of the problem!

As the current program to retire used Police handguns was discussed and approved by Board of Police Commissioners, Board of Selectmen, Board of Finance, and Representative Town Meeting some time ago, clearly there is an established procedure for discussing, reviewing, updating and approving.

Town of Waterford, let's be proactive and known as a town that includes in its efforts to fight crime a used Police handgun disposal program that shows a responsible effort.

Again, this is **not** a Second Amendment issue.

Good change is good.

Thank you.

Respectfully submitted,

Tina DuBosque, Quaker Hill

Tina DuBosque

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WATERFORD, CT
2024 AUG - 6 | P 2: 52
ATTEST: *David J. Langston*
TOWN CLERK

August 5, 2025

To: Town of Waterford Representative Town Meeting Members

From: Tina DuBosque, Quaker Hill, CT

Re: Representing your constituents

Dear RTM Members,

I respectfully request that you, elected RTM members, hold regular, at least quarterly, district meetings so that you can hear directly from and have discussions with your constituents, and make these meetings a key part of your modus operandi.

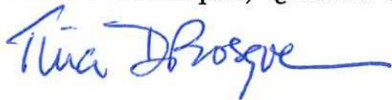
I am not encouraged that you actually represent and vote as our representatives, every other month, without hearing from us. All of us. How can you represent your constituents without discussing issues with us in advance?

Why wait for us to request meetings with you? Be pro-active, take the district temperature, and establish quarterly district meeting schedules in accessible venues.

Thank you.

Respectfully submitted,

Tina DuBosque, Quaker Hill



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2024 AUG -6 1 P 2:52
ATTEST: 
TOWN CLERK

Appointee Report – Oswegatchie Fire house Building Committee date 7-25-24

1. TRANSFER OF THE OSWEGATCHIE FIRE HOUSEHOUSE PROPERTY TO THE TOWN

The original closing date of July1, 2024 was postponed due to the fact that the Phase II Environmental Report has not been received by the Town but is expected shortly. A closing will be scheduled soon after this report is received.

2. The contract between the Town and the Project Manager (Downs Construction) Is being reviewed by both parties and a contract signing is due shortly.

3. To date we have had 2 meetings with the Architectural firm. Below is a draft of the schedule to design and build the complex.

a. Schematic Design Phase

1. Building Committee to provide a program. Due by mid July
2. SP&A to develop a floor plan and site plan to review. Mid-August
3. SP&A to review MEP Concept ideas. Mid August-September
4. SP&A to develop end of August
5. Review project costs and land use approvals. End of August
6. Perform geo-technical borings once the footprint is established
7. Present Schematic Designs in Mid-End of September for approval

4. DESIGN DEVELOPMENT PHASE- 3 month (Oct.-Nov.-Dec)

5. Construction Documents Phase 3 months (Jan.-Feb.-March)

6. Funding – June

7. Construction Start – July 2025 – 12 month work schedule. Completion July 2026

Ted Olynciw, Committee Member & RTM Rep. 2nd District

ATTEST: *[Signature]*
TOWN CLERK
2024 JUL 26 A 8:03
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