

PRESENT Chairman Ronald Fedor, Alan Wilensky, John W. Sheehan, Rosalyn Dupuis,
G. Brian Vachris, George Peteros

ABSENT Norman Glidden

OFFICIALS First Selectman Daniel Steward

RTM Thomas Dembek

ALSO Bernard Pisacich, Town Treasurer

MEDIA Paul Petrone, Waterford Patch

Chairman Fedor called the Special Meeting to order at 7:00 pm.

ITEM 1 Public Comment - none

ITEM 2 Approval and acceptance of minutes of:
Regular Meeting on February 9, 2011

MOTION To approve minutes of Regular Meeting on February 9, 2011 as read.
Sheehan, Vachris Yes: Sheehan, Vachris, Fedor, Peteros, Wilensky
Abstain: Dupuis

MOTION Budget Hearing on March 7, 2011
To approve minutes of Budget Hearing on March 7, 2011 with the correction in Item 6
Town Clerk Budget - vote on LI 51110 Administration and LI 51920 FICA:
Yes: Peteros, Sheehan, Glidden
No: Fedor, Vachris, Wilensky

Sheehan, Peteros Yes: Peteros, Sheehan, Fedor, Vachris, Wilensky
Abstain: Dupuis

MOTION Budget Hearing on March 9, 2011
To approve minutes of Budget Hearing on March 9, 2011 as read.
Wilensky, Dupuis Unanimous

MOTION Budget Hearing on March 14, 2011
To approve minutes of Budget Hearing on March 14, 2011 as read.
Sheehan, Dupuis Unanimous

MOTION Budget Hearing on March 16, 2011
To approve minutes of Budget Hearing on March 16, 2011 as read.
Sheehan, Vachris Unanimous

MOTION Budget Hearing on March 21, 2011
To approve minutes of Budget Hearing on March 21, 2011 as read.
Sheehan, Wilensky Yes: Sheehan, Wilensky, Peteros, Vachris, Fedor
Abstain: Dupuis

MOTION Special Meeting on March 23, 2011
To approve minutes of Special Meeting on March 23, 2011 as read.
Sheehan, Dupuis Yes: Sheehan, Dupuis, Peteros, Fedor, Wilensky
Abstain: Vachris

Board of Finance Special Meeting – May 18, 2011

Budget Hearing on March 23, 2011
MOTION To approve minutes of Budget Hearing on March 23, 2011 as read.
Sheehan, Dupuis Yes: Sheehan, Dupuis, Peteros, Fedor, Wilensky
Abstain: Vachris

Budget Hearing on March 28, 2011
MOTION To approve minutes of Budget Hearing on March 28, 2011 – to correct name of RTM
Member Michael Hannan.
Sheehan, Dupuis Unanimous

Public Hearing/Special Meeting on FY 2011/2012 Budgets – March 30, 2011
MOTION To approve minutes of Public Hearing/Special Meeting on FY 2011/2012 Budgets on March 30,
2011 as read.
Sheehan, Dupuis Unanimous

ITEM 3a Request from Chief of Police Murray J. Pendleton to accept a 2009 Port Security Grant from the
Department of Emergency Management and Homeland Security in the amount of \$520,000 for
the purchase of a Regional Marine Patrol and Response Vehicle, training, dockage, and maintenance,
and to amend the Fleet Management Plan accordingly.

MOTION To consider this request.
Sheehan, Dupuis

Chief Murray Pendleton, Scot Graham, Captain USCG (Retired), Port Security Specialist, USCG Sector
Long Island Sound and Mr. John Markowicz, Chief Pendleton's co-chair for the New London Port Area
Marine Group, and Waterford Police Lt. David Burton were present.

Lengthy discussion was held. The grant pays for the boat as well as training and maintenance.
Discussion included personnel costs, fuel costs, whether this will extend operations of current
activities, what costs are anticipated, what this boat could do that the current one cannot. Mr.
Peteros wanted a better understanding of the need.

Chief Pendleton stated that this would not increase Waterford's budget. This will be part of a
regional effort.

Vote: To approve the request and recommend to the RTM.

Yes: Dupuis, Sheehan, Wilensky, Fedor, Vachris

No: Peteros

Motion passed

ITEM 3b Request from Chief of Police Murray J. Pendleton
to accept, if awarded, a \$1,424,960 Regional Port Security Enhanced Surveillance and Detection
Project Grant for the towns of Waterford, New London, Groton, Groton City, Groton Long Point,
and East Lyme for interoperability/integration communication equipment, field equipment
installation, design fees, and for a 36-month maintenance contract.

MOTION To consider this request.
Discussion was held regarding the need to bring computers of New London and East Lyme in
line with Waterford. Mutual aid at various events was also discussed.
Sheehan, Vachris

Vote: Unanimous and to recommend to the RTM.

ITEM 4 Request from First Selectman for an appropriation of \$326,632 from Capital and Non-recurring
Expenditure Fund LI 20570-57999, Undesignated Projects, to fund Bid #11-113 HVACPolice Station,
subject to approval by the Board of Selectmen at their meeting on May 17, 2011. This request is
consistent with the Capital Improvement Plan.

This request was approved by the Board of Selectmen at their meeting on May 17, 2011.

MOTION To consider this request.
Sheehan, Vachris

Vote: Unanimous and to recommend to the RTM.

ITEM 5 Request from Chief of Police Pendleton for the following out-of-series transfers:
FROM: 10229-51820 Replacement Overtime \$10,000
TO: 10229-52300 Training and Education \$10,000

FROM: 10229-51820 Replacement Overtime \$ 5,300
TO: 10229-52090 Fuel Oil \$ 5,300

MOTION To approve the request as stated.
Sheehan, Vachris Unanimous

ITEM 6 Request from Board of Selectmen for the following out of series transfers in FY2011 in Tax Collector budget:
FROM: 10106-51210 Clerical/Technical \$100
TO: 10106-52010 Advertising \$100

FROM: 10106-51210 Clerical/Technical \$1,500
TO: 10106-52030 Professional Fees \$1,500
FROM: 10106-51210 Clerical/Technical \$400
TO: 10106-53010 Office Supplies \$400

MOTION To approve the request as stated.
Sheehan, Dupuis Unanimous

ITEM 7 Acceptance of Suspense List for 2010-2011 as submitted by Tax Collector
MOTION To accept the Suspense List for 2010-2011 as submitted by the Tax Collector.
Sheehan, Wilensky Unanimous

ITEM 8 Request from Finance Director on behalf of the Board of Finance for a transfer from LI 10121-59010 Contingency to LI 10103-52010 Advertising in the amount of \$1,293.

The cost of the ad to publish the budget exceeded the appropriation in LI 10103-52010 Advertising.

MOTION To approve the request as stated as a transfer from Contingency LI 10121-59010 in the amount of \$1,293.
Sheehan, Dupuis Unanimous

ITEM 9 To consider and act upon a request from First Selectman Daniel Steward on behalf of Finance Director Ruth Beers for an appropriation in the amount of \$3,000,000 from Capital and Non-recurring Expenditure Fund, Designated LI 20501-57600 New School Construction, in accordance with the Oswegatchie Elementary financing plan, subject to approval by the Board of Selectmen at their meeting on May 17, 2011.

MOTION This item was approved by the Board of Selectmen at their meeting on May 17, 2011.
To consider this request.
Sheehan, Dupuis

The new financing structure for the School Capital Program was discussed and reviewed with the Board. This requires a \$3,000,000 pay down prior to bonding the Oswegatchie Elementary School project to mitigate the budgetary impact of the project.

Vote: Unanimous to approve the request and recommend to the RTM.

ITEM 10 To consider and act upon a request from the First Selectman on behalf of Mr. Cusano, Director of Public Works, to appropriate \$46,543 from funds designated in Capital and Non-Recurring Expenditure Fund, LI 20530-57495, Road Reclamation/Overlay Bloomingdale Road, subject to approval by the Board of Selectmen at their meeting on May 17, 2011. This request is consistent with the Capital Improvement Plan.

This item was approved by the Board of Selectmen at their meeting on May 17, 2011.

MOTION To consider this request.
Sheehan, Vachris Unanimous

ITEM 11 Request from First Selectman on behalf of Neftali Soto, Chief Engineer, and Ronald Cusano, Public Works Director to appropriate \$18,000 from funds designated in Capital and Non-recurring Expenditure Fund, LI 20501-57640 Harrison’s Landing Sewers Ext./Road Reconstruction, subject to approval by the Board of Selectmen at their meeting on May 17, 2011. This request is consistent with the Capital Improvement Plan.

This item was approved by the Board of Selectmen at their meeting on May 17, 2011.

Mr. Sheehan noted that the proceeds of this appropriation will be used to reimburse funds already expended for the Harrison’s Landing Project. In order to keep the project on schedule, prepayment of these invoices was required.

MOTION To approve the request as stated and recommend to the RTM.
Vachris, Sheehan Unanimous

ITEM 12 To adopt the year-end closing policy in order to facilitate a timely year-end process and to meet audit schedules.

MOTION To adopt the year-end closing policy in order to facilitate a timely year-end process and to meet audit schedules.
Sheehan, Dupuis Unanimous

ITEM 13 Review list of estimated FY12 Revenues and an estimated tax rate based upon the RTM approved FY12 budget.

The Board reviewed the estimated FY12 Revenues.

ITEM 14 Establish tax rate for FY 2011/2012

MOTION To approve a mill rate of 18.79 mills for FY2012 based on an estimated collection rate of 99.1%.
Wilensky, Sheehan Unanimous

ITEM 15 Liaison Reports

Mr. Sheehan:

Board of Selectmen

BOS did a within series transfer of \$105 from Postage to Service contracts and repairs for Registrar of Voters and \$172 from Election Supplies to Ordinances for Town Clerk

BOS accepted and forwarded to RTM a conservation easement for Coca Cola Bottling Company on Parkway South.

BOS approved the Capital Improvement Plan for FY2012.

BOS authorized disposition of the old recycling trucks, the old radios, and some out of date computers.

BOS authorized First Selectman to negotiate and execute all necessary agreements between Waterford and CONNDOT in regards to State Matching Grant Program for Elderly and Disabled Demand Responsive Transportation for FY2012 through SECCOG. This is for a six town combined grant of \$192,000.

At the April meeting, the BOS approved a bid award to Lisa Lowe & Associates not to exceed \$10,000 (the expected cost is \$7,500) for assistance in writing a grant request under the Small Cities Community Development Block Grant Program to get funds to demolish the Cohanzie School and prepare the property for sale or lease. AHEPA seems interested in developing another Senior Low Cost Living Complex on the property

The BOS also authorized the disposal of five cars, a Ink Jet Plotter and an old cash register at the April 5 meeting.

The BOS approved a within series transfer for YSB of \$7,800 to electricity from programs and professional fees and \$1,200 to Sewer from professional fees and reimbursable expenses at the May 3, 2011 meeting. The BOS also appointed Ellen Bellos and Dorothy Concasia to the Youth Services Advisory Committee.

At the May 17, 2011 Special Meeting the BOS authorized the First Selectman to apply for a \$500,000 grant from the CSCDBG to demolish Cohanzie School. They BOS is expected to approve an agreement with AHEPA 250, Inc. for an option to sell a large portion of the Cohanzie School property for \$600,000. This will place this property on the tax rolls at a 50% rate. The BOS awarded the Crack Sealing Bid of \$26,790 to Crack Sealing, Inc. of Taunton, MA and initiated acceptance of an 8.85 acre conservation easement of the Hoagland Subdivision at 11 Spithead Road. The BOS also authorized disposal of four obsolete computers and two printers and appointed Robert Corriveau, Harry Baker, Ben Carbone, and reappointed Doug Lawson and Leo Facchini to the Waterford Shellfish Commission.

Waterford Utility Commission

As of February 28, 2011 Enterprise Fund Revenues were \$2,507,952 and expenditures were \$1,620,960. Expected budget expenditure was \$2,340,632. The WUC has no idea what the next treatment bill will be from New London. So far they have been billed \$416,439 so they have \$1,083,562 left in that budget line.

WUC will do a parallel billing with new billing software with the April 1, 2011 billing cycle.

WUC will be asking the RTM to pass a revised Fats, Oil, Grease, and Sand Interceptor ordinance to match the requirements of State Statute. The Town must be in compliance by July 1, 2011. I doubt the RTM will be that quick.

WUC is considering a revision to the policy on private water meters to require a remote reading capability with the meters. This will add around \$118 to the cost of the \$145 meter (total \$263).

The Sewer Bill on the new system will be almost a repeat of the water bill with the sewer charges.

In a letter to the City of New London, the WUC estimates the FY2012 sewer flow to be 987,000,000 gallons

Chief Engineer Soto expects the consultant report on the sewer treatment plant study to be released within the next month.

The Utility Commission held a public hearing on the Harrison's landing project on April 19, 2011.

As of April 30, 2011 The Enterprise Fund Revenues were \$2,980,608 and expenses were \$2,609,131. Expected budget expenditure was \$2,925,790. The last treatment bill was \$661,416, so this expense is less than budgeted.

RTM

L&A Committee has met on revising the Code of Ordinances to establish a Fire Service and eliminate the Fire Commission. After a little bit of word smithing by the Town Attorney, the committee expects to go to public hearing on the ordinance changes in April or May and have the changes ready for the June RTM meeting.

At the April 4, 2011 meeting, the RTM appointed Steve Negri and Ken Kirkman to the Utility Commission for terms from April 1, 2011 to March 31, 2015. The RTM also accepted a portion of Dogwood Drive to correct the encroachment of the Town roadway onto private property. The Town Attorney determined that no RTM action was required on the Coca Cola Bottling Company conservation easement. The RTM also approved all appropriations recommended by the BOF and made the Storm Repair appropriation emergency legislation.

The RTM also changed its rules to permit the emailing of the RTM call if members so desire.

The L&A Committee also held a meeting on the First Selectman's Emergency Expenditure Procedures. A draft ordinance has been provided to the L&A Committee for their consideration.

Mr. Wilensky – School Building Committee

- Ceremonial groundbreaking was on April 28, 2011

- Interior finishes (flooring, fabrics, wall treatments) being selected

-Town will perform tree removal behind maintenance building as a cost saving measure

-Selection of furniture, fixtures and equipment underway

-Selection of technology packages starting

-We are on track to reach LEED Silver status on building

-Problem with excavation contractor is settled after a forced work order stoppage was mandated by the Town when the contractor was not abiding by the requirements of the designated sequence of work.

ITEM 16 Correspondence

May 4, 2011 Letter from Mr. Cusano informing that Public Works is close to exceeding LI 10330-52040, Service Contracts and Repairs

May 10, 2011 Letter from Mr. Cusano informing that Public Works is close to exceeding LI 10330-53070, Automotive Repairs

May 11, 2011 Status of General Fund Unreserved Balance from Town Accountant

May 11, 2011 Periodic Financial Statements from Town Accountant

May 11, 2011 Status of Contingency – Fiscal Year 2011

ITEM 17 Adjournment

MOTION To adjourn at 9:35 pm.
Sheehan, Dupuis

Unanimous

Submitted by,

Prepared by,

Alan Wilensky, Clerk

Yvette M. Pier, Secretary