

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

**BOARD OF FINANCE
AGENDA**

RECEIVED FOR RECORD
WATERFORD, CT
16 NOV -2 PM 3:41
ATTEST: *Shawna K. Conner*
TOWN CLERK

Town Hall Auditorium
Regular Meeting

Wednesday, November 9, 2016
7:00 pm

1. Establishment of a quorum and call to order
2. Public Comment
3. Approval and acceptance of minutes of:
Regular Meeting on October 19, 2016 with the following correction for a typographical error under Liaison Reports – Board of Education presented by Ms. Sabilia. The information supplied by the Superintendent should read:

“Since we spoke in August, the state has rolled back the cuts on magnet transportation so we are not losing the \$102,000 in magnet transportation which is great news. We continue to be told there is 6.5% cut to the magnet school per pupil grant which at this point LEARN tells us they will eat and not pass on to us. Only time will tell on that one.”
4. Consider and act upon a request from Thomas Giard, Superintendent of Schools, to allow the Board of Education to submit its Fiscal Year 2018 budget by February 27, 2017.
5. Consider and act upon a request from the Board of Selectmen on behalf of Chief Brett Mahoney, IT Committee Chairman, for an appropriation in the amount of **\$25,000** from Capital and Non Recurring Designated **Line Item #20507-57790 Wi-Fi Town Wide Wiring** and an appropriation in the amount of **\$707** from Capital and Non-Recurring **Line Item #20500-31520 Undesignated Fund Balance** for a total appropriation of **\$25,707**, based upon its consistency with the Capital Improvement Program and forward to the RTM as required.

This request is for Phase I which consists of expanding Wi-Fi to serve key areas of Town Hall and the completion of wiring at the Community Center in preparation of equipment installation.

6. Old Business
7. New Business
8. Liaison Reports
9. Correspondence
 - a) Board of Finance Approved 2017 Regular Meeting Schedule
 - b) Board of Finance Approved FY2017/2018 Budget Hearing Schedule
 - c) 10/26/16 Memo from Selectman's Office: Social Service Grant Review Committee meeting scheduled for Tuesday, January 3, 2017 at 3:00pm
 - d) 10/26/16 Status of Contingency FY2017 from Town Accountant
 - e) 10/26/16 Status of General Fund Unassigned Balance from Town Accountant
 - f) 10/31/16 Treasurer's Report and Related Financial Issues
 - g) Board of Education Regular Meeting Agenda for 10/27/16
10. Adjournment


Ronald Fedor
Chairman

Board of Finance
Regular Meeting Minutes

Wednesday, October 19, 2016
Town Hall Auditorium

Present: Chairman Ronald Fedor, John W, Sheehan, Norman Glidden,
Elizabeth Sabilia

Absent: Anthony Jessuck Jr., Cheryl Larder, James Reid

Elected: Daniel M. Steward, First Selectman

RTM: Thomas Dembek, Moderator (7:29 p.m.)

Staff: Maryanna Stevens, Director of Finance
Gail Miller, Secretary

RECEIVED FOR RECORD
WATERBURY, CT
16 OCT 20 AM 8:34
ATTEST: *Ronald E. Cooper*
TOWN CLERK

1. Establishment of a quorum and call to order
A quorum was established and the Regular Meeting was called to order at 7:02 p.m.
2. Public Comment – There were no comments from the public.
3. Approval and acceptance of minutes:
Regular Meeting on September 14, 2016

Motion by Mr. Sheehan and **seconded** by Ms. Sabilia to approve the minutes of the September 14, 2016 Regular Meeting as presented.

Vote: Unanimous Motion Passed.

4. Approval and acceptance of minutes:
Special Meeting on September 27, 2016

Motion by Mr. Sheehan and **seconded** by Ms. Sabilia to approve the minutes of the September 27, 2016 Special Meeting as presented.

Vote: Unanimous Motion Passed.

5. Review and approval of Budget Guidelines for FY 2017/18

Motion by Mr. Sheehan and **seconded** by Ms. Sabilia to approve the FY2017/18 Budget Guidelines as presented with a budget due date of December 16, 2016.

VOTE: Unanimous Motion Passed.

10. Liaison Reports

Ms. Larder submitted a written report on the Municipal Complex Building Committee, see attached.

Mr. Jessuck submitted a written report on the Long Range Fiscal Planning Committee, see attached.

Ms. Sabilia reported on the Board of Education, see attached.

11. Correspondence

a) 9/21/16 Letter from Roz Rubinstein, Library Director Re: FY17 Budget Shortfall

b) 9/30/16 Email Re: WHS Ineligible Costs

c) 09/13/16 Status of General Fund Unassigned Balance – Town Accountant

d) 09/12/16 Periodic Financial Statements (08/31/16) - Town Accountant

e) 10/03/16 Public Health & Wellness Nursing Report FY2016 from VNA

f) Board of Education Regular Meeting Agenda for 09/22/16

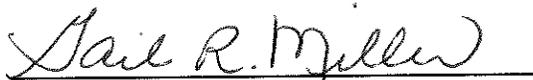
12. Adjournment

Motion by Mr. Sheehan and **seconded** by Ms. Sabilia to adjourn the Regular Meeting of the Board of Finance at 7:30 p.m.

Vote: Unanimous

Motion Passed.

Respectfully submitted,



Gail R. Miller, Secretary

The Board is aware of the Municipal Complex Building Committee's (MCBC) continued efforts to keep the architect for the project on task to produce the documents necessary to bring the project to Town boards for possible approval.

As was explained at the special meeting on September 27th, the Committee had just received (on September 20th) 126 pages of plans and over 1700 pages of specifications placed in a drop box by the architect that only staff had access to. It was represented to the Committee by the architect that these plans were 90%, and in some instances 100% complete and in a condition for us to obtain Board approvals for the project. As was also explained at our meeting, because of the effort it required to get us to that point, the Committee felt strongly that we should obtain a third-party independent review of the plans and specifications to support a decision to move forward with the project with the documents as provided. Also because the RTM only meets every two months, the Committee thought it prudent to obtain the funds for this review now in the hope that it could occur before the end of the year. The RTM approved the funding for a third party review on October 3rd.

The MCBC met on October 4th with the intent of reviewing a draft RFP to seek the third party review. Kate Rotella was with us and provided the Committee with a basic template to work from and guidance for moving forward.

Our October 4th meeting was the first opportunity the Committee had the full set of plans and specifications printed and laid out on the table before us. With the assistance of committee members Ray Valentini and Bruce Kruszewski, who work with these types of documents on a regular basis, the Committee determined that the documents we had received were, in fact, not to a level of completion where it would be prudent to proceed with the third party review with the documents provided.

The Committee reviewed the plans and specifications in some detail and prepared a list of examples of specific items that were clearly agreed upon yet not included in the plans and specifications provided by the architect. The Committee, through its chair, again sought the assistance of Attorney Avena to reach out to the architect regarding what the committee saw as deficiencies in the documents provided. A special meeting was scheduled for October 12th, a Wednesday, when the architect could attend, to address the Committee's concerns with the architect. Attorney Avena was to confirm the architect's attendance at the meeting.

The Committee met with the architect on October 12th and addressed the deficiencies in the plans and specifications. The Committee specifically addressed the concern expressed by more than one individual on the BOF/BOS/RTM regarding the newly adopted building codes. It was represented to us that any changes to the code would not have a significant impact on our plans and that many up the updates relate to builds of a different size, configuration or use. (For example multi story buildings with elevators.)

The architect represented that he would respond to Attorney Avena by Friday, October 14th to confirm that he could produce a complete set of plans and specifications with any outstanding updates for our next meeting.

The next MCBC meeting is on Oct 26th to review what is produced by the architect, to review and reach an agreement on the language for an RFP for the third party review and to proceed to obtain one.

Jim Reed had some questions regarding the project after the joint BOS/BOF special meeting on September 27th and he attended the MCBC meeting on October 4th. Maryanna was present at both the October 4th and 12th meetings. Either of them may be able to offer insight into any other questions you may have in my absence.

Thank you.

Cheryl Larder
MCBC Liaison
10/14/16

From: Jessuck Jr, Anthony
Sent: Wednesday, October 19, 2016 3:38 PM
To: ronald_r_fedor@sbcglobal.net
Subject: LRFP Report

Ron,

As you know the long range fiscal planning committee met last night. There was representation from the RTM, BOF and the BOE as well as the First Selectman and the Finance Director. There was a lot of discussion on rising taxes and how we can as a town do a better job of saving the taxpayer money. There was agreement that 80% of the budgets are contractual and as a result it's difficult to achieve savings. There was talk of cutting services as a way of savings and also consolidation of jobs as a cost saving measure. These were just comments and nothing else. The other item that was discussed at length was the budget guideline put forth by the BOF. There was also discussion as to whether or not this committee should put forth a number for the departments to adhere to when preparing budgets. The committee determined that according to the charter the LRFP committee is not required to do so. There was also talk that the BOF has a formula to determine what if any percentage increase should be made when preparing budgets. The finance director commented that the BOF does not put forth a formula regarding budget preparations.

The first selectman commented that the department heads understand that there is always a zero percentage increase to adhere to when preparing the budgets. Further if departments need additional funding then there is a process to show that there is a need. The LRFP committee determined that since they are not legally bound to put forth a number they will not do so. Per the first selectman the budget guidelines are understood by the department heads.

*Anthony W. Jessuck, Jr.
Associate Vice President
Financial Advisor
Wells Fargo Advisors
860.572.7011
800.677.7011
860.572.7079 (fax)
anthony.jessuckjr@wellsfargoadvisors.com*

Gail Miller

From: Elizabeth Sabilia [beth@sabilialaw.com]
Sent: Wednesday, October 19, 2016 7:34 PM
To: Gail Miller
Subject: Information for Liaison Report
Attachments: TFS and Magnet summary sheet for E Sabilia 081516.pdf

Gail,
Here is the information I relied upon in my report about the BOE. The information in blue is from the Superintendent (also see the attached) to me in response to some questions. Thanks, Beth

Since we spoke in August, the state has rolled back the cuts on magnet transportation so we are not losing the \$102,000 in magnet transportation which is great news. We continue to be told there is 6.5% cut to the magnet school per pupil grant which at this point LEARN tells us they will eat and not pass on to us. Only time will tell on that one.

--



Elizabeth A. Sabilia, Esq.
Sabilia Law Firm, LLC
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The Friendship School and Magnet Funding Summary
August 15, 2016

The Friendship School

- The BOE voted on June 23 to terminate the agreement as a participating district for July 1, 2017.
- Waterford will be a full participating district for the 2016-2017 school year.
- The Governing Board of the school will likely be reconstituted during the course of the year.
- Building:
 - o Built with 100% state funds.
 - o If the building remains a school, there are no repercussions.
 - o If the building remains for public use but not a school, with special exemption from the state, there are no repercussions.
 - o If the building is closed entirely and is not used as a school or for public use, repercussion include paying what remains on the 20-year amortization schedule and the building reverts back to the state.

Magnet Funding Issues for 2016-2017 School Year

- Statewide Magnet funding is cut by \$18M.
- According to LEARN, the \$7900 per pupil funding that goes directly to RESC to offset the cost of educating a student has been cut by nearly 7%.
- The state magnet school transportation grant that goes to local school districts for reimbursement for transporting students to magnet schools has been eliminated for the 2016-2017 school year. This is a loss to Waterford Public Schools of approximately \$102,000.

3,

Correction

Gail Miller

From: Elizabeth Sabilia [beth@sabilialaw.com]
Sent: Wednesday, October 26, 2016 5:16 PM
To: Gail Miller
Subject: Re: Board of Finance - Meeting Minutes for 10/19/16

Hi Gail,
The attachment I sent you quoting the Superintendent's email. It has a typo in it. Here is it revised:

Since we spoke in August, the state has rolled back the cuts on magnet transportation so we are not losing the \$102,000 in magnet transportation which is great news. We continue to be told there is 6.5% cut to the magnet school per pupil grant which at this point LEARN tells us they will eat and not pass on to us. Only time will tell on that one.

Thanks,
Beth

On Thu, Oct 20, 2016 at 9:25 AM, Gail Miller <GMiller@waterfordct.org> wrote:

Good Morning,

Attached are the minutes from the Regular Meeting of the Board of Finance held on Wednesday, 10/19/16.

Please contact me with any questions.

Thank you,

Gail R. Miller
Finance Secretary

Town of Waterford

(860) 440-0562 Telephone

(860) 440-0579 Fax

email: gmillerr@waterfordct.org

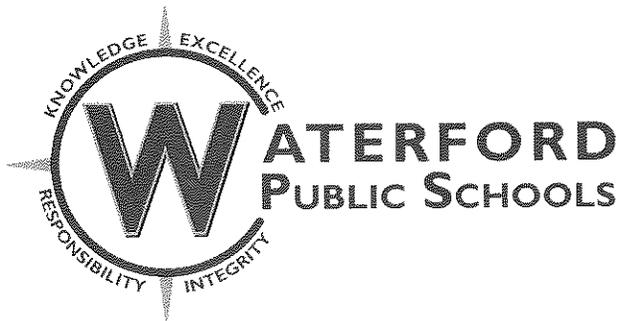


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4.



Mr. Thomas W. Giard III
 Superintendent of Schools

Mr. Craig C. Powers
 Assistant Superintendent

October 28, 2016

Mr. Ron Fedor, Chairman
 Board of Finance
 Town of Waterford
 Waterford, CT 06385

Dear Mr. Fedor,

On behalf of the Waterford Board of Education, I respectfully request consideration to allow the Board of Education to submit its annual budget request for Fiscal Year 2018 by February 27, 2017. This courtesy was extended to us last year and allowed for a more accurate budget forecast taking into consideration expenses such as health insurance and energy estimates which were not available earlier.

It is our intent to provide as accurate and thorough a budget request as possible including any areas for projected savings in order to limit the increases to only those line items where absolutely needed. The Board of Education has set aside two special meeting dates for budget workshops in February (2/9 and 2/16). Following action by the Board of Education at its February 23rd meeting, a sufficient number of copies of the education budget would be submitted to the Town Finance Department by February 27, 2017 for distribution to Board of Finance members.

The hearing date for review of the education budget by the Board of Finance is scheduled for March 22, 2017. We greatly appreciate your attention and consideration of this request. Please feel free to contact me with any questions.

Sincerely,

Thomas W. Giard III
 Superintendent of Schools

TWG:cw

- C. Board of Education
 - Mr. Daniel Steward, First Selectman
 - Mr. Joseph Mancini, Director of Finance and Operations, Waterford BOE
 - Ms. Maryanna Stevens, Director of Finance, Town of Waterford

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

November 2, 2016

Mr. Ronald Fedor
Chairman, Board of Finance
15 Rope Ferry Road
Waterford, CT 06385

RE: Town Wide WIFI Project – IT Committee

Dear Mr. Chairman and Members of the Board of Finance,

At their regular meeting on November 1, 2016, The Board of Selectmen approved an appropriation in the amount of \$25,000 from Capital Non-Recurring designated LI# 20507-57790 WiFi Town –wide and an appropriation in the amount of \$707 from Capital Non-Recurring LI#20500-31520 Undesignated Fund balance for a total appropriation of **\$25,707** for the Town wide WIFI project and forward onto the Board of Finance as required. This request is consistent with the Capital Improvement Plan.

The Director of Finance has confirmed that there are funds available in the line item designated above.

Thank you for your consideration.

Sincerely,

Daniel Steward
First Selectman

Enclosure

cc: Brett Mahoney – IT Committee Chair
Maryanna Stevens – Finance Director

5.

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

October 13, 2016

First Selectman Daniel M. Steward
15 Rope Ferry Road
Waterford, CT 06385

RE: TOWNWIDE WIRELESS (WiFi) PHASE I

Dear Mr. Steward:

Attached are quotes for Phase I of the Town-Wide WiFi project. Phase I consists of expanding WiFi to serve key areas of Town Hall and the completion of wiring at the Community Center in preparation of equipment installation for Phase II of the project. The total for Phase I is \$25,706.68, which is slightly over the \$25,000 currently designated in the Plan.

On behalf of the IT Committee, I respectfully request an appropriation in the amount of \$25,000 from Capital Non-recurring designated Line #20507-57790 WiFi Town-wide and an appropriation in the amount of \$707 from Capital Non-recurring line #20500-31520 Undesignated Fund Balance for a total appropriation of \$25,707.

As Chairman of the IT Committee, I will be present at the meeting of the Board of Selectmen to answer any questions you may have.

Thank you for your consideration of this request.

Sincerely,

Brett Mahoney, Chief of Police
Chairman, IT Committee

QUOTE CONFIRMATION



DEAR ED CRANE,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
HJBN960	8/29/2016	TOWN HALL WIFI	343169	\$10,838.16

IMPORTANT - PLEASE READ

Special Instructions: TAX: MULTIPLE TAX JURISDICTIONS APPLY
TAX: CONTACT CDW FOR TAX DETAILS

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Cisco Meraki MR32 Cloud-Managed - wireless access point</u> Mfg. Part#: MR32-HW UNSPSC: 43222631 TAX: WATERFORD, CT .0000% \$.00 Contract: State of Connecticut Cisco Information Processing (12PSX0431)	14	3573133	\$423.47	\$5,928.58
<u>Cisco Meraki Enterprise Cloud Controller - subscription license (5 years)</u> Mfg. Part#: LIC-ENT-5YR UNSPSC: 43232804 Electronic distribution - NO MEDIA TAX: WATERFORD, CT .0000% \$.00 Contract: State of Connecticut Cisco Information Processing (12PSX0431)	14	3354009	\$239.00	\$3,346.00
<u>Cisco Catalyst 2960X-24PS-L - switch - 24 ports - managed - desktop, rack-m</u> Mfg. Part#: WS-C2960X-24PS-L UNSPSC: 43222612 TAX: WATERFORD, CT .0000% \$.00 Contract: State of Connecticut Cisco Information Processing (12PSX0431)	1	3065848	\$1,418.58	\$1,418.58
<u>Cisco SMARTnet extended service agreement</u> Mfg. Part#: CON-SNT-WSC224SL UNSPSC: 81111812 Electronic distribution - NO MEDIA TAX: WATERFORD, CT .0000% \$.00 Contract: State of Connecticut Cisco Information Processing (12PSX0431)	1	3078576	\$145.00	\$145.00

PURCHASER BILLING INFO		SUBTOTAL	\$10,838.16
Billing Address: TOWN OF WATERFORD ACCOUNTS PAYABLE 15 ROPE FERRY RD WATERFORD, CT 06385-2886 Phone: (860) 442-0553 Payment Terms: Net 30 Days-Govt State/Local		SHIPPING	\$0.00
		GRAND TOTAL	\$10,838.16
		DELIVER TO	

Shipping Address:
TOWN OF WATERFORD
15 ROPE FERRY RD
WATERFORD, CT 06385-2886
Phone: (860) 442-0553
Shipping Method: DROP SHIP-GROUND

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

Need Assistance? CDW • G SALES CONTACT INFORMATION



Michelle Silva

(866) 806-4758

michsil@cdw.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
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For more information, contact a CDW account manager

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ROCK-VERN ELECTRIC, INC.
24 TOLLAND STAGE ROAD
TOLLAND, CT. 06084
(860) 875-5905 PHONE
(860) 875-6111 FAX
(860) 833-9972 CELL

PROPOSAL

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

September 2, 2016

IN RE: Wireless Access Point Wiring Installation

Attention: Mr. Ed Crane

Community Center WAP Wiring

- 11 new WAP unit locations
- 1 existing WAP location to be replaced with new WAP unit
- 12 - Cat 6 plenum cable runs from the data closet to the WAP locations
- 12 - Cat 6 biscuit connector ends
- Cat 6 cable labeling with respective room/location numbers
- Testing and report of each of the 12 - Cat 6 cables

Town Hall WAP Wiring

- 14 new WAP unit locations
- 14 - Cat 6 cable runs from the data closet to the WAP locations
- 14 - Cat 6 biscuit connector ends
- Cat 6 cable labeling with respective room/location numbers
- Testing and report of each of the 14 - Cat 6 cables

Proposal Amount

\$ 8,750.00

Thank-You for the opportunity to submit this proposal and we look forward to working with you on this project.

Stephen M. Palumbo

steve@rockvern.com
Rock-Vern Electric, Inc.



QUOTE CONFIRMATION

DEAR ED CRANE,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
HJBP027	8/29/2016	COMMUNITY CENTER WIFI	343169	\$2,888.52

IMPORTANT - PLEASE READ

Special Instructions: TAX: MULTIPLE TAX JURISDICTIONS APPLY
TAX: CONTACT CDW FOR TAX DETAILS

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Cisco Meraki MR32 Cloud-Managed - wireless access point</u> Mfg. Part#: MR32-HW UNSPSC: 43222631 TAX: WATERFORD, CT .0000% \$.00 Contract: State of Connecticut Cisco Information Processing (12PSX0431)	2	3573133	\$423.47	\$846.94
<u>Cisco Meraki Enterprise Cloud Controller - subscription license (5 years)</u> Mfg. Part#: LIC-ENT-5YR UNSPSC: 43232804 Electronic distribution - NO MEDIA TAX: WATERFORD, CT .0000% \$.00 Contract: State of Connecticut Cisco Information Processing (12PSX0431)	2	3354009	\$239.00	\$478.00
<u>Cisco Catalyst 2960X-24PS-L - switch - 24 ports - managed - desktop, rack-m</u> Mfg. Part#: WS-C2960X-24PS-L UNSPSC: 43222612 TAX: WATERFORD, CT .0000% \$.00 Contract: State of Connecticut Cisco Information Processing (12PSX0431)	1	3065848	\$1,418.58	\$1,418.58
<u>Cisco SMARTnet extended service agreement</u> Mfg. Part#: CON-SNT-WSC224SL UNSPSC: 81111812 Electronic distribution - NO MEDIA TAX: WATERFORD, CT .0000% \$.00 Contract: State of Connecticut Cisco Information Processing (12PSX0431)	1	3078576	\$145.00	\$145.00

PURCHASER BILLING INFO	SUBTOTAL	\$2,888.52
Billing Address: TOWN OF WATERFORD ACCOUNTS PAYABLE 15 ROPE FERRY RD WATERFORD, CT 06385-2886 Phone: (860) 442-0553 Payment Terms: Net 30 Days-Govt State/Local	SHIPPING	\$0.00
	GRAND TOTAL	\$2,888.52
	DELIVER TO	
		Please remit payments to:

Shipping Address:
TOWN OF WATERFORD
15 ROPE FERRY RD
WATERFORD, CT 06385-2886
Phone: (860) 442-0553
Shipping Method: DROP SHIP-GROUND

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

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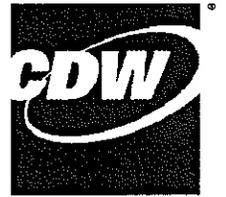
Michelle Silva

(866) 806-4758

michsil@cdw.com

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CDW Professional Services

Draft proposal for WLAN Deployment

For

Waterford, CT

September 27, 2016

INTRODUCTION

CDW thanks Waterford, CT for the opportunity to provide a preliminary Statement of Work which outlines the services plan customized to your specific needs. This Draft SOW is for your review to ensure our Solutions Architects and sales teams have accurately captured information about your environment, locations and the scope of the project.

Once the services plan and pricing is finalized between CDW and Waterford, CT, a final Statement of Work will be generated requiring signatures by both parties.

Our Solution Architects, Engineers and Project Managers have the training, credentials, and experience to design, implement, and manage your solution successfully. CDW adheres to a sound industry-standard project management methodology that stresses the importance of open communication resulting in an on-time, on-budget deployment.

We are confident that in this response, Waterford, CT will find that CDW is the partner of choice for your services' needs and believe our solution can assist you in continuing your success.

INQUIRIES

ACCOUNT MANAGER

Michelle Silva

203-851-7071

michsil@cdw.com

SOLUTION ARCHITECT

Dan Aguilar

914-837-7292

danagui@cdw.com

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PROJECT SCOPE

Customer seeks assistance in the planning, implementation, configuration, and validation of the Meraki Wireless solution at the Waterford, CT location(s). The following Meraki wireless components and/or features are included in this engagement to be conducted off site/remote:

- Access points (AP): 16, Meraki MR34
- Management system: Meraki Cloud Dashboard
- Testing: a final acceptance test
- Knowledge Transfer: for Customer on WLAN components/features

The phases included in this project are detailed in this SOW.

PROJECT KICKOFF

The project will commence with a kickoff meeting in which introductions and key logistical items such as arrival and departure times will be confirmed. Specific items for discussion will include:

- Software electronic licenses
- Equipment arrival dates and locations
- Coordination of Partner Services

DISCOVERY AND DESIGN

Seller and Customer will review the responsibilities that are part of this engagement to allow Seller's engineers have a proper understanding of Customer requirements for wireless networking.

Items for discussion will include:

- Define naming conventions to be assigned to components
- Identify IP addresses to be assigned to components
- Define DHCP Scopes
- Management
 - Meraki Cloud Dashboard

IMPLEMENTATION

The following services are included in this engagement:

MERAKI CLOUD DASHBOARD

Seller will perform the following Meraki Cloud Dashboard configuration tasks:

- Organization Configuration
 - General configuration of IP addresses, management info, interfaces, mobility group, NTP, SNMP
 - licensing
 - Create Customer-specific Meraki Cloud Dashboard Networks
- Wireless Configuration
 - Create and configure WLANs with appropriate security models
 - Set AP parameters
 - Create AP groups
 - Create Teleworker groups
 - Configure connections to Meraki RADIUS

ACCESS POINTS

Seller will stage and configure the following APs as part of this engagement:

Qty	New/Existing	Model	Staging Location	Installed Location	Cabling	Physical Installation	Mode
16	New	MR34	Waterford	Waterford, CT	Customer	Customer	Local

Seller will perform the following AP configuration tasks:

- General configuration of:
 - host names
 - IP addresses
 - management info
 - radio interfaces
 - add to AP Network in the Dashboard
 - AP mode
 - RF Tuning-adjustments of the maximum and minimum global settings and thresholds
- Meraki
 - Policing
 - Air Marshal
 - Maps

KNOWLEDGE TRANSFER

Seller will provide up to 1 hours of knowledge transfer on the settings and features for the following:

- Meraki Cloud Dashboard
 - Monitor Summary, APs, Statistics, Rogues, and Clients
 - WLAN
 - Wireless, Access Points, all APs, Radios
 - Security Overview and Security Signature Events Summary
 - Trap Log information and Message Logs
 - Maintaining code, configuration files, time and date
 - Overview of guest administrator functionality (including the creation of up to five (5) guest or internal users)

** Knowledge transfer of configuration tasks will include a high-level overview only and will not include in-depth detail.*

PROJECT CLOSURE

A Project Closure meeting will be scheduled for the Customer and Seller to review the following as applicable:

- Questions pertaining to the report and/or engagement
- Clarification of outstanding issues
- Managed Services handoff
- Next steps

CUSTOMER RESPONSIBILITIES

Customer is responsible for the following:

Preparatory Tasks

1. Supply Seller with scale drawings or blueprints in gif, pdf, dwg or png electronic format
2. Supply Seller with a ladder or aerial lift and lift operator suitable to reach the AP mounting locations as needed
3. Any applicable State or Local Building codes and permits
4. Provide Seller with detailed documentation showing access point locations, associated MAC addresses and antennas for each
5. Provide shipping addresses for each site along with contact names for shipment to Customer's specified locations, if required.
6. Provide a central location to stage and prime Universal Access Points for the correct regulatory domain

Onsite Engagement

1. On site testing when Seller is providing REMOTE SERVICES
2. Provide a staging room with adequate table space, power, grounding, and network infrastructure to allow Seller to stage and configure the equipment.
3. Schedule and coordinate all network outages and downtimes associated with this project
4. Participation in the development and execution of a comprehensive, functional (acceptance) test plan, basis for Customer's acceptance of the system
5. All appropriate, internal change control procedures

Environment Readiness

1. Procure and provide the LAN and WAN equipment listed in the provided Bill of Materials.
2. Provide all required network connections to the access point locations
3. Provide POE switches
4. Provide POE+ switches
5. Provide UPOE switches and/or other power consideration for Mesh APs
6. Cabling to the access points
7. Mounting/installation of the access points
8. Ensure current network has no adverse conditions during this project
9. Ensure Microsoft environment has no adverse conditions during this project
10. Ensure VM environment has no adverse conditions during this project
11. Provide a switch located in the DMZ with two (2) available gigabit connections for the Guest Anchor Controller
12. Procurement and application of a third-party security certificate for guest access

Technical Support

1. Verify all access points to be converted are capable of running the lightweight code and are running a minimum IOS version of 12.3(7)JA
2. Providing, implementing, configuring and troubleshooting wireless client devices
3. Must be present and assist with configuring and testing devices
4. Participation in the development and execution of a comprehensive, functional (acceptance) test plan, basis for Customer's acceptance of the system
5. If Universal Access Points are ordered and delivered to each location; customer will provide onsite contact to work with engineer for AP provisioning (remote services)

SELLER RESPONSIBILITIES

Seller is responsible for the following:

1. Provide a liaison for technical and management representation on overall project direction, and to serve as an escalation point for issue management and Customer technical resources

2. Develop project timeline and project plan
3. Lead weekly status meetings and provide necessary communication
4. Coordinate project activities with Customer and Seller
5. Provide technical oversight and serve as escalation point for Customer's technical resources

PROJECT ASSUMPTIONS

In addition to any other assumptions described in this SOW, Seller assumes the following:

1. Changes in Customer's physical environment (construction, moving office furniture/cabinets, deviation from proposed/surveyed AP location, etc.) can cause deficiencies in the wireless coverage
2. Any failed test conditions which have related/open technical support case(s) or known bugs may not constitute failure of the test
3. Seller will make changes to Cisco-manufactured equipment only
4. Network outages may occur
5. Unless otherwise noted, WLAN security will be based on open or pre-shared key encryption
6. The quantity and placement of access points is subject to change based on the results of the wireless site survey
 - a. Additional hardware and services may be required upon completion of the survey
7. Seller did not perform a physical, pre-deployment wireless site survey, as such, inconsistencies and coverage gaps may occur therefore wireless coverage and quality of device connections is not guaranteed
 - a. Customer made recommendations for initial AP locations
8. RF Tuning is not part of the Validation Survey
9. Continuing 3rd party application developer support is not included in the MSE Advanced licensing
10. Seller is not responsible or accountable for Customer requests which:
 - a. fall outside of and/or contradict the regulatory domain rules or governing laws applicable to Customer's installation
 - b. conflict with manufacturers' intended use of WLAN components

OUT OF SCOPE

Tasks outside the statement of work include, but are not limited to:

1. Providing, implementing, configuring and troubleshooting wireless client devices
2. Third-party certificate configuration
3. Guest access page custom configuration
4. Guest Access Billing (Paypal; credit cards, etc.)

Services not specified in this SOW are considered out of scope and will be addressed with a separate SOW or Change Order.

ITEM(S) PROVIDED TO CUSTOMER

Table 1 – Item(s) Provided to Customer

Item	Description	Format
Wireless Deployment Report	<ul style="list-style-type: none"> • WLAN, Access Points, Security, and Management, settings • Meraki Cloud Dashboard administration settings 	PDF and/or Excel

PROJECT SCHEDULING

Customer and Seller, who will jointly manage this project, will together develop timelines for an anticipated schedule ("Anticipated Schedule") based on Seller's project management methodology. Any dates, deadlines, timelines or schedules

contained in the Anticipated Schedule, in this SOW or otherwise, are estimates only, and the Parties will not rely on them for purposes other than initial planning.

TOTAL FEES

The total fees due and payable under this SOW (“**Total Fees**”) include both fees for Seller’s performance of work (“**Services Fees**”) and any other related costs and fees specified in the Expenses section (“**Expenses**”). Unless otherwise specified, taxes will be invoiced but are not included in any numbers or calculations provided herein.

Seller will invoice for the Total Fees.

SERVICES FEES

Services Fees hereunder are **FIXED FEES**, meaning that the amount invoiced for the Services will be \$3230.

The invoiced amount of Services Fees will equal the amount of fees applicable to each completed project milestone, as specified in Table 2.

Table 2 – Services Fees

Project Milestones	Percentage	Fees
Signed SOW	50%	\$ 1,615.00
Discovery	25%	\$ 807.50
Completion	25%	\$ 807.50
Totals	100%	\$ 3230.00

EXPENSES

When Seller’s personnel are located more than 80 miles from the Customer-Designated location, travel charges will apply. Seller will invoice Customer for the time Seller’s personnel spend traveling to and/or from the Customer-Designated Location(s) (or otherwise, as necessary) at a rate of \$85/hour. Seller will make efforts to schedule appropriate personnel from Seller’s offices located nearest to the Customer-Designated Location(s) in order to minimize such expenses. Seller’s ability to do so may depend on various factors (e.g., specialized project skills needed, personnel availability, and changes to, or challenges inherent in, the Anticipated Schedule).

Seller will invoice Customer for Seller’s reasonable, direct costs incurred in performance of the Services. Direct expenses include, but may not be limited to: airfare, lodging, mileage, meals, shipping, lift rentals, photo copies, tolls and parking. Seller will charge actual costs for these expenses. Any projected expenses set forth in this SOW are estimates only.

Two (2) weeks’ advance notice from Customer is required for any necessary travel by Seller personnel.

EXHIBIT A.

CUSTOMER-DESIGNATED LOCATIONS

Location(s)	Service(s)		
Waterford town hall, 15 rope ferry rd, Waterford CT 06385	<input type="checkbox"/> Assessment <input checked="" type="checkbox"/> Configuration <input type="checkbox"/> Design <input checked="" type="checkbox"/> Implementation	<input checked="" type="checkbox"/> Knowledge Transfer <input type="checkbox"/> Project Management <input type="checkbox"/> Reconfiguration <input type="checkbox"/> Reinstallation	<input type="checkbox"/> Staff Augmentation <input type="checkbox"/> Support <input type="checkbox"/> Training <input type="checkbox"/> Custom Work
Waterford community center, 24 rope ferry rd, Waterford CT 06385	<input type="checkbox"/> Assessment <input checked="" type="checkbox"/> Configuration <input type="checkbox"/> Design <input checked="" type="checkbox"/> Implementation	<input checked="" type="checkbox"/> Knowledge Transfer <input type="checkbox"/> Project Management <input type="checkbox"/> Reconfiguration <input type="checkbox"/> Reinstallation	<input type="checkbox"/> Staff Augmentation <input type="checkbox"/> Support <input type="checkbox"/> Training <input type="checkbox"/> Custom Work

NOT FOR SIGNATURE

THIS DOCUMENT IS A DRAFT INTENDED ONLY FOR USE IN THE REVIEW OF TEXT APPLICABLE TO A POSSIBLE SERVICES ENGAGEMENT. IT DOES NOT CONSTITUTE A CONTRACT OR A PROPOSAL FOR A CONTRACT. THE CONTENT OF THIS DOCUMENT, AS IT MAY BE NEGOTIATED BY THE PARTIES, IS INTENDED TO BE INCORPORATED INTO A STATEMENT OF WORK, WHICH WILL INCLUDE OTHER PROVISIONS AND WHICH WILL BE GOVERNED BY ADDITIONAL TERMS AND CONDITIONS. A PARTY'S SIGNATURE OR OTHER INDICATION OF APPROVAL ON OR RELATED TO THIS DOCUMENT SHALL HAVE NO BINDING OR CONTRACTUAL EFFECT.

9a.

RECEIVED FOR RECORD
WATERBURY, CT

16 OCT 20 AM 8:34

Town Clerk
David A. Conner

**BOARD OF FINANCE
MEETING SCHEDULE
2017**

ALL MEETINGS WILL BE HELD AT 7:00 P.M. UNLESS OTHERWISE NOTED

January 11, 2017	Regular Meeting
February 15, 2017	Regular Meeting (Third Wednesday)
March 6, 2017	Budget Hearing
March 8, 2017	Regular Monthly Meeting (followed by Budget Hearing)
March 8, 2017	Budget Hearing
March 13 2017	Budget Hearing
March 15, 2017	Budget Hearing
March 20, 2017	Budget Hearing
March 22, 2017	Budget Hearing
March 27, 2017	Public Hearing on the budget followed by Special Meeting for Final Budgetary Action
April 12, 2017	Regular Meeting
May 1, 2017	<u>RTM</u> Annual Budget Meeting (anticipated to be conducted May 1 st through 4 th)
May 17, 2017	Regular Meeting (Third Wednesday)
June 14, 2017	Regular Meeting
July 19, 2017	Regular Meeting (Third Wednesday)
August 9, 2017	Regular Meeting
September 13, 2017	Regular Meeting
October 11, 2017	Regular Meeting
November 15, 2017	Regular Meeting (Third Wednesday)
December 13, 2017	Regular Meeting

BOF Approved 2017 Meeting Schedule 10/19/16

BOARD OF FINANCE
BUDGET HEARING SCHEDULE
FISCAL YEAR 2017/2018

March 6, 2017	Library Emergency Management Police Department Information Technology (new) Board of Finance Contingency
March 8, 2017	Regular Meeting
March 8, 2017	Ethics Commission Conservation of Health Public Health & Nursing Miscellaneous Social Grants Youth Services Senior Citizens Recreation and Parks Community Use of Schools
March 13, 2017	Board of Selectmen Registrar of Voters Assessor Board of Assessment Appeals Tax Collector Town Clerk Representative Town Meeting Human Resources Finance Department Legal
March 15, 2017	Flood and Erosion Control Economic Development Conservation Commission Planning and Zoning Zoning Board of Appeals Building Maintenance Building Department Fire Services
March 20, 2017	Public Works Capital Improvements Transfers to Capital and Non-Recurring
March 22, 2017	Board of Education Insurance Retirement Debt Service Review Projected Revenue
March 27, 2017	Board of Finance Public Hearing on Budget Followed by Special Meeting for Final Budgetary Action
May 1, 2017	<u>RTM</u> Annual Budget Meeting (anticipated to be conducted May 1 st through May 4th)

RECEIVED FOR RECORD
 WATERFORD, CT
 16 OCT 20 AM 8:34
 TOWN CLERK
 TEST: *David H. Cooper*

All Board of Finance Meetings will be held at the Waterford Town Hall at 7:00 p.m. and end at 10:30 p.m. unless otherwise noted.

All budgets are due in the Finance Office on December 16, 2016 WITH NO EXCEPTIONS.

9c.

Gail Miller

From: Kathleen Peterson
Sent: Wednesday, October 26, 2016 2:33 PM
To: Gail Miller
Subject: Social Services Grant Review
Attachments: SS grant 17 schedule.pdf

Importance: High

Hey Gail,

Because of a potential scheduling conflict for Dan, I have already set the date for the Social Services Grant Reviews for Tuesday, January 3rd at 3:00. All agencies will be heard on that date and time.

Since the BOF and RTM appoint members in the December meeting, I wanted to give you guys the heads up so they can appoint people who can actually make this meeting.

Attached is the meeting notice to the Town Clerk.

Thanks,
Kath

Kathleen Nunes Peterson

Executive Assistant/Veterans' Services Contact
First Selectman's Office
15 Rope Ferry Road
Waterford, CT 06385
Phone: 860-444-5834
Fax: 860-444-0273

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FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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

RECEIVED FOR RECORD
WATERFORD, CT

OCT 26 PM 2:51

David N. Campo
TOWN CLERK

**NOTICE TO TOWN CLERK
2017 MEETING SCHEDULE
SOCIAL SERVICE GRANTS REVIEW COMMITTEE**

Please be advised that meeting of the Social Service Grants Review Committee will be held at Waterford Town Hall on the following date and time:

Tuesday, January 3, 2017, 3:00 p.m.

Signed:

Kathleen N. Peterson

Kathleen N. Peterson
Recording Secretary

Date:

10/26/14

9d.

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

Date: October 26, 2016
 To: Members of the Board of Finance
 From: The Town Accountant
 Subject: Status of Contingency Fiscal Year 2017

Contingency Fund, Line item 10121-59010:

07/01/16 Appropriation	265,000
Transferred through 10/19/16	(8,937)
Balance	<u>256,063</u>


 Virginia Bielucki

FISCAL YEAR 2016-2017
CONTINGENCY TRANSFERS & BALANCE

ORG	OBJECT	DESCRIPTION	BOARD OF FINANCE	RTM	TRANSFER AMOUNT	BALANCE
		BALANCE 07/01/16				\$265,000.00
10102	51010	ELECTED OFFICIALS- REGISTRARS	7/20/2016	N/A	\$8,302.00	\$256,698.00
10102	51920	FICA -REGISTRARS	7/20/2016	N/A	\$635.00	\$256,063.00
					(\$8,937.00)	\$256,063.00

FIFTEEN ROPE FERRY ROAD



WATERFORD, CT 06385-2886

To: Board of Finance Members *MB*

From: Town Accountant

Date: October 26, 2016

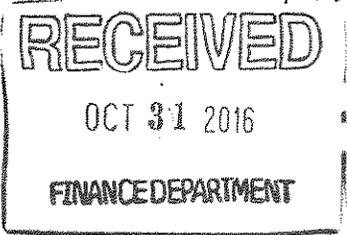
Subject: Status of General Fund Unassigned Balance

Unassigned Fund Balance:

1) Unassigned balance 06/30/16	10,948,102
Revenues in excess of (less than) anticipated through 09/30/16	72,765
Estimated Ending Unassigned Balance	<u>11,020,867</u>

1) Per unaudited Financial Statements

9F



10-28-16

To: Daniel M. Steward – First Selectman
Maryanna Stevens – Town Finance Director
Ronald R. Fedor & Board of Finance Members
Thomas J. Dembek & RTM Members
Thomas W. Giard III – Superintendent of Schools
Joseph Mancini - Director of Finance & Operations – BOE
Jody Nazarchyk & Board of Education Members

From: B. J. Pisacich – Treasurer

Subject: October Treasurer’s Report and Related Financial Issues

The details of this report are depicted in attachments 1 thru 6.

- Attachment 1 - Cash Positions on 6/30/16
- Attachment 1A – Cash Positions on 9/30/16
- Attachment 2 - CD Positions on 6/30/16
- Attachment 2A - CD Positions on 9/30/16
- Attachment 3 - Table of Interest Income
- Attachment 4 - Chart of Interest Income
- Attachment 5 - Table of School Debt Service – FY 2016
- Attachment 6- Outstanding School Construction Debt
- Attachment 7- Hammond Memorial – Dodge Cox Fund Performance - YTD

Interest income for all Town accounts were \$192,812 for FY 2016 vs. \$155,812 for the prior year. Some of that increase was due to seeking and seizing on opportunities when banks were seeking municipal holdings. This requires diligent monitoring of the market and acting on opportunities. Interest income assigned against the General Fund was \$132,554 vs. a budget of \$80,000.

School Debt Service for FY 2016 was \$8,468,629 which consisted of \$5,130,000 in principal and \$3,338,629 in interest.

Outstanding School Construction Debt Service is just shy of \$110 million which includes principal and interest (attachment 6)

The Hammond Memorial Fund (Dodge and Cox Investments) had an overall gain of \$10,898 or 8.2% YTD (Attachment 7).

It is amazing that interest rates have remained so low for 10 years. At least we have not followed some European countries which have gone into negative territory.

B. J. Pisacich

6/30/16 CASH POSITIONS - TOWN OF WATERFORD

Date of Position	Financial Institution	General Fund	Capital Non Recurring	Capital Improvement	High School Plus BAMS	WPCA	Fleet Manag	Pension Fund	Sewer Maint. & Dev	Special Assistance	Small Cities Accts	Insurance Admin Fund	Hammond Mem	Total \$	% Total
6/30/16	Charles Schwab ¹							\$ 643,659						\$ 643,659	2.02%
6/30/16	Citizens Bank	\$ 5,960	\$ 93			\$ 146						\$ 298		\$ 6,497	0.02%
6/30/15	Citizens Bank CD	\$ 750,500												\$ 750,500	
6/30/16	Charter Oak CU	\$ 5,343,360												\$ 5,343,360	16.80%
6/30/16	Chelsea Groton CD	\$ 2,046,246	\$ 3,087,516											\$ 5,133,762	16.14%
6/30/16	Chelsea Groton MM	\$ 6,722	\$ 187											\$ 6,909	0.02%
6/30/16	Dodge & Cox Fd											\$ 134,348		\$ 134,348	0.42%
6/30/16	Farmington Savings	\$ 2,943,480												\$ 2,943,480	9.25%
6/30/16	Fidelity Invest	\$ 10,690												\$ 10,690	0.03%
6/30/16	Nothern Capital	\$ 500,616												\$ 500,616	
6/30/16	Peoples Bank	\$ 428,598	\$ -			\$ 2,299,840	\$ -		\$ 222,418	\$ 1,519				\$ 2,952,375	9.28%
6/30/16	Peoples Bank MM	2426273												\$ 2,426,273	7.63%
12/31/15	RBC Wealth Mang CD's	\$ 21	\$ -											\$ 21	0.00%
6/30/16	Savings Institute CD's	\$ 619,006	\$ 1,568,475											\$ 2,187,481	6.88%
6/30/16	Santander	\$ 13,456	\$ 5,084											\$ 18,540	0.06%
6/30/16	STIF	\$ 1,801,071	\$ 3,033,760	\$ 151,298	\$ 2,455	\$ 1,312	\$ 2,105,065		\$ 356,303		\$ 1,257,291	\$ 51		\$ 8,708,606	27.37%
6/30/16	TD Banknorth	\$ 29,271	\$ 2,941			\$ 13,292								\$ 45,504	0.14%
6/30/16	Webster MM	\$ 269	\$ -											\$ 269	
	Totals	\$ 16,925,539	\$ 7,698,056	\$ 151,298	\$ 2,455	\$ 2,314,590	\$ 2,105,065	\$ 643,659	\$ 356,303	\$ 222,418	\$ 1,519	\$ 1,257,589	\$ 134,399	\$ 31,812,890	96.07%

Notes

- 1 Pension Fund Account - Under Finance Director Control
- 2 The Balances Do not reflect "Due To" for the various accounts

\$ 31,812,890

9/30/16 CASH POSITIONS - TOWN OF WATERFORD

Date of Position	Financial Institution	General Fund	Capital Non-Recurring	Capital Improvement	High School Plus BANS	WPCA	Fleet Manag	Pension Fund	Sewer Maint. & Dev	Special Assistance	Small Cities Accts	Insurance Admin Fund	Hammond Mem	Total \$	% Total
9/30/16	Charles Schwab ¹							\$ 576,713						\$ 576,713	0.85%
9/30/16	Citizens Bank	\$ 5,960	\$ 93											\$ 6,053	0.01%
9/30/16	Citizens Bank CD	\$ -	\$ 2,065,935											\$ 2,065,935	3.06%
9/30/16	Charter Oak CU	\$ 13,857,523												\$ 13,857,523	20.50%
9/30/16	Chelsea Groton CD	\$ 2,050,093	\$ 1,026,584											\$ 3,076,677	4.55%
9/30/16	Chelsea Groton MM	\$ 6,725	\$ 187											\$ 6,912	0.01%
9/30/16	Dodge & Cox Fd											\$ 144,249		\$ 144,249	0.21%
9/30/16	Farmington Savings	\$ 6,645,861												\$ 6,645,861	9.83%
9/30/16	Fidelity Invest	\$ 11												\$ 11	0.00%
9/30/16	Nothern Capital	\$ 501,537	\$ 750,229											\$ 1,251,766	1.85%
9/30/16	Peoples Bank ---	\$ 5,887,959	\$ 25	\$ -		\$ 2,054,658	\$ -		\$ 270,216	\$ 1,519				\$ 8,214,377	12.15%
9/30/16	Peoples Bank MM	\$ 21,541,851.11												\$ 21,541,851	31.87%
9/30/16	RBC Wealth Mang CD's	\$ -	\$ -											\$ -	0.00%
9/30/16	Savings Institute CD's	\$ 821,295	\$ 2,373,150											\$ 3,194,445	4.73%
9/30/16	Santander	\$ 13,463	\$ 5,086											\$ 18,549	0.03%
9/30/16	STIF	\$ 702,394	\$ 2,036,727	\$ 151,470	\$ 2,457	\$ 1,313	\$ 2,107,458		\$ 356,707		\$ 1,586,912	\$ 51		\$ 6,945,489	10.28%
9/30/16	TD Banknorth	\$ 29,275	\$ 2,942			\$ 13,293								\$ 45,510	0.07%
9/30/16	Webster MM	\$ 269	\$ -											\$ 269	0.00%
	Totals	\$ 52,064,216	\$ 8,260,958	\$ 151,470	\$ 2,457	\$ 2,069,264	\$ 2,107,458	\$ 576,713	\$ 356,707	\$ 270,216	\$ 1,519	\$ 1,586,912	\$ 144,300	\$ 67,592,190	100.00%

Notes

- 1 Pension Fund Account - Under Finance Director Control
- 2 The Balances Do not reflect "Due To" for the various accounts

\$ 67,592,190

6/30/16 CD Summary - Town of Waterford

Issue or Renew Date	Mature Date	Institution	Account Name	Amount Invested	Duration Months
5/10/2015	8/9/2016	Chelsea Groton	CNR	\$ 2,049,478.66	15
7/4/2015	10/5/2016	Chelsea Groton	CNR	\$ 1,019,570.10	15
2/1/2016	5/3/2017	Chelsea Groton	GF	\$ 1,539,995.54	15
2/11/2016	5/13/2017	Chelsea Groton	GF	\$ 500,000.00	15
7/30/2015	1/30/2017	Northern Capital	CNR	\$ 248,000.00	18
7/29/2015	1/30/2017	Northern Capital	CNR	\$ 248,000.00	18
11/15/2015	1/14/2017	Savings Institute	GF	\$ 615,681.14	14
10/21/2015	1/20/2017	Savings Institute	CNR	\$ 1,529,402.08	15
		Total		\$ 7,750,127.52	

9/30/16 CD Summary - Town of Waterford

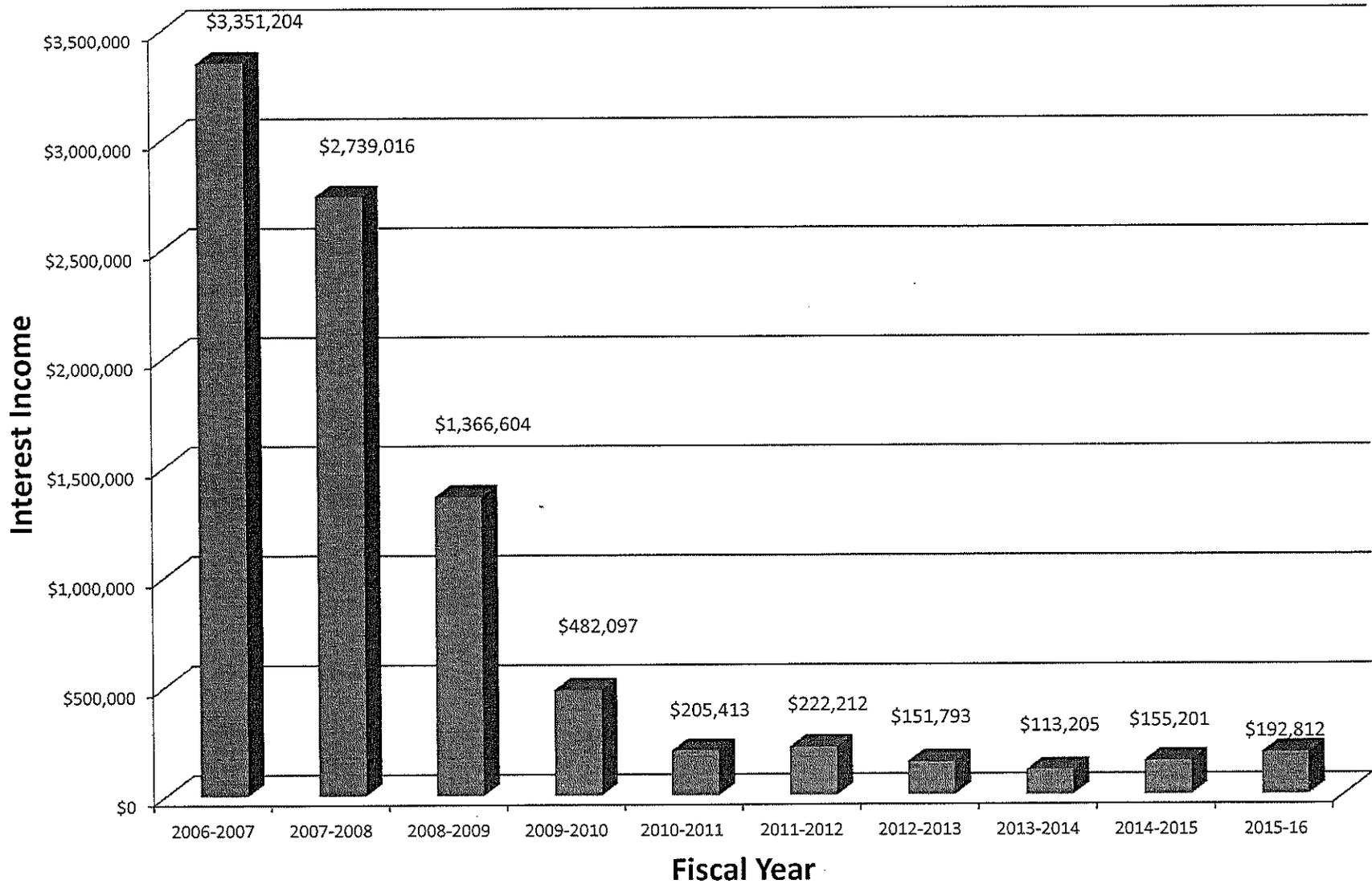
Issue or Renew Date	Mature Date	Institution	Account Name	Amount Invested	Duration Months
2/1/2016	5/3/2017	Chelsea Groton	GF	\$ 1,539,995.54	15
2/11/2016	5/13/2017	Chelsea Groton	GF	\$ 500,000.00	15
10/6/2016	10/5/2017	Chelsea Groton	CNR	\$ 1,026,622.20	12
5/27/2016	5/22/2017	Citizens Bank	GF	\$ 750,000.00	12
8/1/2016	7/27/2017	Citizens Bank	GF	\$ 1,200,000.00	12
8/10/2016	8/9/2017	Citizens Bank	CNR	\$ 2,063,583.10	12
7/30/2015	1/30/2017	Northern Capital	CNR	\$ 248,000.00	18
7/29/2015	1/30/2017	Northern Capital	CNR	\$ 248,000.00	18
8/10/2016	5/10/2017	Northern Capital	GF	\$ 250,000.00	9
8/10/2016	5/10/2017	Northern Capital	GF	\$ 250,000.00	9
8/17/2016	11/17/2017	Northern Capital	GF	\$ 250,000.00	15
11/15/2015	1/14/2017	Savings Institute	GF	\$ 615,681.14	14
10/21/2015	1/20/2017	Savings Institute	CNR	\$ 1,529,402.08	15
8/23/2016	11/23/2017	Savings Institute	CNR	\$ 800,000.00	15
8/23/2016	11/23/2017	Savings Institute	GF	\$ 200,000.00	15
		Total		\$ 11,471,284.06	

INTEREST INCOME- TOWN OF WATERFORD FUNDS
FOR 12 Months Ending June 30, 2016
 WITH COMPARATIVE AMOUNTS FOR RECENT YEARS



	F YR 2006-2007	F YR 2007-2008	F YR 2008-2009	F YR 2009-2010	F YR 2010-2011	F YR 2011-2012	F YR 2012-2013	F YR 2013-2014	F YR 2014-2015	F YR 2015-2016
GENERAL FUND	\$1,483,690	\$1,329,202	\$798,280	\$238,514	\$107,140	\$ 87,064	\$ 76,500	\$ 70,893	\$ 105,428	\$ 132,554
CAPITAL NON-RECURRING	\$1,439,876	\$1,032,643	\$430,949	\$203,495	\$85,243	\$ 83,891	\$ 59,654	\$ 38,384	\$ 41,270	\$ 47,020
FLEET MANAGEMENT	\$77,842	\$29,886	\$21,756	\$5,290	\$4,672	\$ 2,621	\$ 3,125	\$ 3,325	\$ 5,327	\$ 8,508
SEWER MAINTENANCE & DVLPMI	\$122,250	\$77,675	\$15,814	\$4,288	\$5,581	\$ 1,731	\$ 1,014	\$ 531	\$ 1,149	\$ 1,170
OSWEGATCHIE ELEMENTARY	\$0	\$0	\$77,790	\$5,824	\$339	\$ 12,508	\$ -	\$ -		
GREAT NECK ELEMENTARY	\$0	\$0	\$0	\$10,391	\$0	\$ 21,894	\$ -	\$ -		
QUAKER HILL ELEMENTARY	\$68,389	\$222,147	\$3,036	\$9,106	\$1	\$ -	\$ -			
WATERFORD HIGH	NA	NA	NA	NA	\$716	\$ 10,513	\$ 9,362	\$ 1		
WPCA	\$4,150	\$535	\$189	\$76	\$50	\$ 12	\$ 9	\$ 71	\$ 10	\$ 10
INSURANCE ADMNST	\$155,007	\$46,929	\$18,790	\$5,113	\$1,671	\$ 1,978	\$ 2,129	\$ 2,402	\$ 2,017	\$ 3,548
TOTAL ALL FUNDS	\$3,351,204	\$2,739,016	\$1,366,604	\$482,097	\$205,413	\$222,212	\$151,793	\$113,205	\$ 155,201	\$ 192,812

TOWN OF WATERFORD INTEREST EARNINGS - ALL FUNDS



School Debt Service Schedule

FY 2016

Due Date	Name /Bond	Principal	Interest	Total
2/1/2016	\$ 14 MM Oswegatchie	NA	\$ 180,734	\$ 180,734
8/1/2016	\$ 14 MM Oswegatchie	\$ 740,000	\$ 180,734	\$ 920,734
3/1/2016	\$15.64M Great Neck	\$ 655,000	\$ 187,813	\$ 842,813
9/1/2016	\$15.64M Great Neck	NA	\$ 179,625	\$ 179,625
2/15/2016	\$33.750 M WHS	NA	\$ 513,598	\$ 513,598
2/15/2016	WHS 2014 *		\$ 191,888	\$ 191,888
3/15/2016	WHS 2014 *	\$ 640,000	\$ 273,184	\$ 913,184
8/15/2016	\$33.750M WHS 2013	\$ 1,335,000	\$ 513,598	\$ 1,848,598
2/1/2016	\$8.5 M Quaker Hill	NA	\$ 98,563	\$ 98,563
8/1/2016	\$8.5 M Quaker Hill	\$ 450,000	\$ 98,563	\$ 548,563
2/15/2016	\$9.44M Rfndng - Clrk L	NA	\$ 191,781	\$ 191,781
8/15/2016	\$9.44M Rfndng - Clrk L	\$ 670,000	\$ 191,781	\$ 861,781
3/15/2016	Wrap Up 2014 Bonds	\$ 640,000	\$ 273,184	\$ 913,184
Totals - Calendar yr - Debt Svr		\$ 5,130,000	\$ 3,075,045	\$ 8,205,045

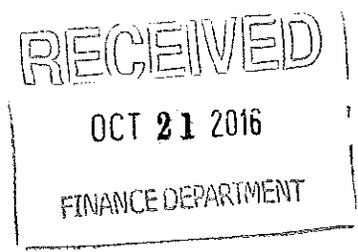
TOWN OF WATERFORD
OUTSTANDING SCHOOL CONSTRUCTION DEBT

	PRINCIPAL	INTEREST	TOTAL ANNUAL DEBT SERVICE	PRINCIAPL OUTSTANDING DEBT	TOTAL PRINCIPAL & INTEREST	AS OF FY ENDING
2017	4,585,000.00	2,798,807.52	7,383,807.52	81,130,000.00	102,351,887.18	6/30/2017
2018	4,795,000.00	2,653,582.52	7,448,582.52	76,335,000.00	94,903,304.66	6/30/2018
2019	5,140,000.00	2,500,020.02	7,640,020.02	71,195,000.00	87,263,284.64	6/30/2019
2020	5,265,000.00	2,317,732.52	7,582,732.52	65,930,000.00	79,680,552.12	6/30/2020
2021	5,505,000.00	2,113,432.52	7,618,432.52	60,425,000.00	72,062,119.60	6/30/2021
2022	5,565,000.00	1,923,588.78	7,488,588.78	54,860,000.00	64,573,530.82	6/30/2022
2023	5,590,000.00	1,752,588.78	7,342,588.78	49,270,000.00	57,230,942.04	6/30/2023
2024	5,765,000.00	1,593,385.65	7,358,385.65	43,505,000.00	49,872,556.39	6/30/2024
2025	5,775,000.00	1,418,782.52	7,193,782.52	37,730,000.00	42,678,773.87	6/30/2025
2026	5,870,000.00	1,236,441.90	7,106,441.90	31,860,000.00	35,572,331.97	6/30/2026
2027	5,880,000.00	1,030,701.28	6,910,701.28	25,980,000.00	28,661,630.69	6/30/2027
2028	5,010,000.00	830,391.90	5,840,391.90	20,970,000.00	22,821,238.79	6/30/2028
2029	5,010,000.00	656,438.77	5,666,438.77	15,960,000.00	17,154,800.02	6/30/2029
2030	4,610,000.00	497,988.76	5,107,988.76	11,350,000.00	12,046,811.26	6/30/2030
2031	4,610,000.00	346,526.26	4,956,526.26	6,740,000.00	7,090,285.00	6/30/2031
2032	2,910,000.00	206,885.00	3,116,885.00	3,830,000.00	3,973,400.00	6/30/2032
2033	2,890,000.00	106,975.00	2,996,975.00	940,000.00	976,425.00	6/30/2033
2034	940,000.00	36,425.00	976,425.00	0.00	0.00	6/30/2034
	85,715,000.00	24,020,694.70	109,735,694.70			

Hammond Memorial Funds @ Dodge & Cox

DODGE & COX INVESTMENTS BY FUND				
	<i>Dodge & Cox Stock Fund # 145</i>	<i>Dodge & Cox Income Fund #147</i>	<i>Dodge & Cox International Fund 1048</i>	<i>Total Value of Funds</i>
Balance as of 12/31/15	\$82,597	\$27,645	\$23,107	\$133,348
Balance as of 9/30/16	\$90,482	\$29,562	\$24,202	\$144,246
\$ Gain (Loss)	\$7,885	\$1,917	\$1,095	\$10,898
% Gain (Loss)	9.5%	6.9%	4.7%	8.2%

99.



**AGENDA
REGULAR MEETING
WATERFORD BOARD OF EDUCATION
Waterford, Connecticut**

DATE: October 27, 2016

PLACE: Conference Room, 2nd Floor, Waterford Town Hall
15 Rope Ferry Road, Waterford, CT

TIME: 7:00 p.m.

1. Establishment of a Quorum and Call to Order
2. Pledge of Allegiance
3. Introduction of Visitors
4. Public Comment ⁽¹⁾
5. Recognition
 - A. Recognition of Past Board of Education Member Kevin Brunelle
6. Consent Agenda:
 - A. Minutes: September 22, 2016 Regular Meeting, (enclosure)
 - B. Monthly Expenditure Report for September 2016 (enclosure)
 - C. Food Service Monthly Financial Report for September 2016 (enclosure)
7. Reading and/or Review of Correspondence Received
8. Superintendent's Report:
 - A. Annual State Summative Assessments Report (enclosure)
 - B. Any additional items
9. Committee and Other Reports:
 - A. Finance Committee
 - B. Policy Committee
 - C. Other

⁽¹⁾ Waterford Board of Education Bylaw 9325 addresses public comment at Board meetings and designates that a three-minute time limit will be allowed per speaker for public comment related to any item within the Board's jurisdiction and that a maximum of 20 minutes per meeting be allocated for any one item.

10. New Business:

- A. Discussion and Possible Action re: BOE goals (enclosure)
- B. Discussion re: Budget Calendar (enclosure)
- C. Discussion and Possible Action re: Student Travel to Italy, Monaco and France – April 2019 (enclosure)
- D. Second Reading of Policies:

Series 9000, Bylaws of the Board of Education (enclosure)
Policy # 9311, Formulation of Board Policy.

11. Adjournment