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AGENDA
BOARD OF SELECTMEN
Special Meeting
Thursday, July 14, 2016 5:00pm
Waterford Town Hall

(Procedural Action: Check register to be signed by Board of Selectmen in accordance with CGS 7-83)

1. **Call to order.**
2. **Public Comment:**
3. **Selectman's Office:** To consider and act on the *"Interlocal Agreement by and between the Town of East Lyme and the Town of Waterford for the provision of Animal Control Services"* and authorize the First Selectman to submit the same to the RTM for approval.
4. **Public Works:**
 - 4a. To consider and act on a request from Kristin Zawacki, Director for the following **in-series** transfers:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10330-51810	OVERTIME	\$650.00	
10330-51910	FRINGE BENEFITS		\$650.00

LINE ITEM	LINE DESCRIPTION	FROM	TO
10330-53090	FUELS & LUBRICANTS	\$5,000.00	
10330-53070	AUTO REPAIRS		\$5,000.00

- 4b. To consider and act on a request from Kristin Zawacki, Director for the following **out -of-series** transfers and forward onto the Board of Finance as required:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10330-51520	HIGHWAY MAINTENANCE	\$21,700.00	
10330-51540	SNOW OVERTIME	\$41,300.00	
10330-52470	SOLID WASTE		\$63,000.00

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LINE ITEM	LINE DESCRIPTION	FROM	TO
10330-53300	MATERIALS	\$19,200.00	
10330-52460	STREET LIGHTING		\$19,200.00

4c. To consider and act on a request from Kristin Zawacki, Director for an **appropriation of \$330,000** from funds designated in the Capital Non-Recurring Expenditure Fund, LI# 20530-57799 – UST Replacement and forward onto the Board of Finance as required.

4d. To consider and act on a request from Kristin Zawacki, Director for an **appropriation of \$440,950** for the reclamation and paving of Gallup Lane from LI# 20530-57800 – Gallup Lane – Reclaim/Repave and forward onto the Board of Finance as required.

5. Registrars of Voters:

5a. To consider and act on a request from the Registrars for following FY16 **in-series** transfers:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10102-51310	Voter Registration	\$199.00	
10102-51320	Election Activities	\$350.00	
10102-51920	FICA		\$549.00
10102-52010	Advertising	\$50.00	
10102-52040	Serv. Contract/Repairs	\$15.00	
10102-52080	Telephone	\$49.00	
10102-52070			\$114.00

5b. To consider and act on a request from the Registrars for following FY16 **out-of-series** transfers and forward onto the Board of Finance as required.

LINE ITEM	LINE DESCRIPTION	FROM	TO
10102-54180	Voting Machines	\$87.00	
10102-52070	Reimbursable Exp.		\$87.00

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LINE ITEM	LINE DESCRIPTION	FROM	TO
10102-51320	Election Activities	\$10.00	
10102-54180	Voting Machines	\$36.00	
10102-53020	Other supplies	\$33.00	
10102-52050	Dues, Conferences, Ed		\$79.00

5c. To consider and act on a request from the Registrars for the following **appropriations** and forward onto the Board of Finance as required.

LINE ITEM	LINE DESCRIPTION	TO
10102-52020	Postage	\$368.00
10102-52050	Dues, Confs., Edu.	\$191.00

5d. To consider and act on a request from the Registrars for an **appropriation** of **\$8302** to LI# 10102-51010 *Elected Officials* and an **appropriation** of **\$635** to LI# 10102-51920 –*FICA* based on the action take at the June 6, 2016 RTM meeting to increase the Registrars wages for FY17 to begin on July 1, 2016 and forward onto the Board of Finance as required.

6. Youth Services: To consider and act on a request from Dani Gorman, Director for following FY16 **in-series** transfers:

From: 10419-51110 (Administration)
To: 10419-51210 (Clerical)
Amount: \$500

From: 10419-52100 (Electricity)
To: 10419-52040 (Service Contracts and Repairs)
Amount: \$500

From: 10419-52030 (Professional Fees)
To: 10419-52080 (Telephone)
Amount: \$100.00

7. Building Maintenance: To consider and act on a request from Wayne Fraser, Facilities Coordinator for the following FY16 **out of series** transfers and forward onto the Board of Finance as required.

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Transfer out of series	Line Item	Amount
From: Electricity	10111-52100	\$9,000
To: Building Improvements	10111-55030	\$9,000

8. Board of Education: To consider and act on a request from Ed Crane, Director of IT, for an **appropriation** of **\$149,294** from Capital and Non-recurring designated line item # 20555-57807 for a Virtual Main Server and forward onto the Board of Finance as required:

9. Tax Collector:

9a. To consider and act on a request from Alan Wilensky, Tax Collector for the following FY16 **in-series** transfers:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10106-52050	DUES, CONFERENCES	\$14	
10106-52040	SERVICE CONTRACTS		\$14

LINE ITEM	LINE DESCRIPTION	FROM	TO
10106-52050	DUES, CONFERENCES	\$131	
10106-52010	ADVERTISING	\$12	
10106-52020	POSTAGE	\$75	
10106-52030	PROFESSIONAL FEES		\$218

LINE ITEM	LINE DESCRIPTION	FROM	TO
10106-51810	OVERTIME	\$500	
10106-51920	FICA	\$377	
10106-51210	CLERICAL TECHNICAL		\$877

9b. To consider and act on a request from Alan Wilensky, Tax Collector for the following FY16 **out-of-series** transfers and forward onto the Board of Finance as required:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10106-53010	OFFICE SUPPLIES	\$236	
10106-52030	PROFESSIONAL FEES		\$236

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LINE ITEM	LINE DESCRIPTION	FROM	TO
10106-52020	POSTAGE	\$689	
10106-51210	CLERICAL/TECHNICAL		\$689

10. Emergency Management:

10a. To consider and act on a request from Steve Bellos, Director for the following FY16 **in-series** transfers:

\$996.00 from Line Item 10222-51210 Clerical to Line Item 10222-51110 Administration

\$60.00 from Line Item 10222-51240 Education Incentive to Line Item 10222-51110 Administration

\$1,153.00 from Line Item 10222-51823 Emergency Personnel to Line Item 10222-51110 Administration

\$791.00 from Line Item 10222-51440 Dispatch Personnel to Line Item 10222-51110 Administration

\$370.00 from Line Item 10222-51440 Dispatch Personnel to Line Item 10222-51830 Training Overtime

\$33,247.00 from Line Item 10222-51440 Dispatch Personnel to Line Item 10222-51810 Dispatch Overtime

\$1,335.00 from Line Item 10222-51920 FICA to Line Item 10222-51810 Dispatch Overtime

10b. To consider and act on a request from Steve Bellos, Director for the following FY16 **out-of-series** transfers and forward onto the Board of Finance as required:

\$357.00 from Line Item 10222-52100 Electric to Line Item 10222-51810 Dispatch Overtime.

\$5,840.00 from Line Item 10222-52080 Telephone to Line Item 10222-51810 Dispatch Overtime.

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\$1,470.00 from Line Item 10222-53090 Fuels & Lubricants to Line Item 10222-51810 Dispatch Overtime.

\$540.00 from Line Item 10222-52300 Emergencies, Training & Education to Line Item 10222-51810 Dispatch Overtime.

- 10c.** To consider and act on a request from Steve Bellos, Director, for an **appropriation of \$250,190** from Capital and Non-recurring designated line item # 20522-57794 – Mobile & Portable Radios and forward onto the Board of Finance as required.

11. Town Clerk:

- 11a.** To consider and act on a request from David Campo, Town Clerk for the following FY16 **in-series** transfers:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10109-51920	F.I.C.A	\$276.00	
10109-51010	Elected officials		\$276.00

LINE ITEM	LINE DESCRIPTION	FROM	TO
10109-51920	F.I.C.A.	\$61.00	
10109-51210	Clerical and Technical		\$61.00

LINE ITEM	LINE DESCRIPTION	FROM	TO
10109-51810	Overtime	\$86.00	
10109-51210	Clerical and Technical		\$86.00

LINE ITEM	LINE DESCRIPTION	FROM	TO
10109-52010	Advertising	\$227.00	
10109-52020	Postage		\$227.00

LINE ITEM	LINE DESCRIPTION	FROM	TO
10109-52010	Advertising	\$858.00	
10109-52510	Rental of Equipment		\$858.00

11b. To consider and act on a request from David Campo, Town Clerk for the following FY16 **out-of-series** transfers and forward onto the Board of Finance as required:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10109-52010	Advertising	\$574.00	
10109-51210	Clerical and Technical		\$574.00

11c. To consider and act on a request from David Campo, Town Clerk for the following FY16 **additional appropriation** and forward onto the Board of Finance as required:

LINE ITEM	LINE DESCRIPTION	TO
10109-52510	Rental of Equipment	\$3859.00

12. Senior Services:

12a. To consider and act on a request from Sally Ritchie, Director, for the following FY16 **in-series** transfers:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10435-52100	Electric	\$1500	
10435-52040	Serv, Cont & Repairs		\$1500

LINE ITEM	LINE DESCRIPTION	FROM	TO
10435-51210	Clerical	\$1750	
10435-51110	Administration		\$1750

12b. To consider and act on a request from Sally Ritchie, Director, for the following FY16 **out-of-series** transfer and forward onto the Board of Finance as required:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10435-52380	Programs	\$2,750	
10435-51110	Administration		\$2,750

13. Fire Services:

13a. To consider and act on a request from Bruce Miller, Director, for the following FY16 **in-series** transfers:

Transfer In-Series	Line Item	Amount
From: ADMINISTRATION	10223-51110	\$145.00
CLERICAL/TECHNICAL	10223-51210	\$27.00
To: INSPECTION	10223-51120	\$172.00

From: CLERICAL/TECHNICAL	10223-51210	\$233.00
EDUCATION INCENTIVE	10223-51240	\$5,448.00
OVERTIME	10223-51810	\$2,586.00
FICA	10223-51920	\$4,082.00
To: FIREFIGHTING	10223-51410	\$12,349.00

From: DUES, CONFERENCES & EDUCATION	10223-52050	\$1,261.00
To: REIMBURSABLE EXPENSES	10223-52070	\$1,261.00

From: HEATING OIL	10223-52090	\$3,713.00
To: TELEPHONE	10223-52080	\$3,713.00

From: POSTAGE	10223-52020	\$241.00
To: PUBLIC SAFETY AWARENESS	10223-52290	\$241.00

From: HEATING OIL	10223-52090	\$1,086.00
ELECTRICITY	10223-52100	\$785.00
WATER	10223-52110	\$55.00
To: EXAMINATIONS	10223-52310	\$1,926.00

From: ADVERTISING	10223-52010	\$462.00
SEWER	10223-52120	\$181.00
To: CABLE TELEVISION	10223-52374	\$643.00

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From: CLOTHING ALLOWANCE	10223-52370	\$332.00
FIRE POLICE	10223-52371	\$1,602.00
LP GAS	10223-52373	\$1,174.00
GENERATOR MAINTENANCE & REPAIRS	10223-52392	\$1,850.00
To: HYDRAULIC TESTING & REPAIRS	10223-52376	\$4,958.00

From: SERVICE CONTRACTS & REPAIRS	10223-52040	\$3,612.00
DUES, CONFERENCES & EDUCATION	10223-52050	\$45.00
SEWER	10223-52120	\$5.00
To: BREATHING APPARATUS TESTING & REPAIRS	10223-52377	\$3,662.00

From: DUES, CONFERENCES & EDUCATION	10223-52050	\$1.00
WATER	10223-52110	\$30.00
RENTAL OF HYDRANTS	10223-52320	\$1,050.00
CLOTHING ALLOWANCE	10223-52370	\$1,509.00
LADDER TESTING & REPAIRS	10223-52375	\$200.00
PUMP TESTING & REPAIRS	10223-52387	\$49.00
To: BUILDING MAINTENANCE	10223-52378	\$2,839.00

From: LADDER TESTING & REPAIRS	10223-52375	\$1,238.00
To: HOSE TESTING & REPAIRS	10223-52379	\$1,238.00

From: OFFICE SUPPLIES	10223-53010	\$511.00
OTHER SUPPLIES	10223-53020	\$219.00
AUTO REPAIRS	10223-53070	\$990.00
To: CONSUMABLES	10223-53021	\$1,720.00

From: AUTO REPAIRS	10223-53070	\$1,424.00
To: COMPUTER SUPPLIES	10223-53110	\$1,424.00

From: AUTO REPAIRS	10223-53070	\$41.00
GASOLINE & DIESEL	10223-53090	\$160.00
To: FIREFIGHTING SUPPLIES & REPAIRS	10223-53112	\$201.00

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From: GASOLINE & DIESEL	10223-53090	\$547.00
To: VOLUNTEER RESPONDER AWARDS	10223-53113	\$547.00

From: RESCUE TRUCK EQUIPMENT	10223-54222	\$318.00
To: EQUIPMENT-FIRE INVESTIGATION	10223-54202	\$318.00

From: RESCUE TRUCK EQUIPMENT	10223-54222	\$3,770.00
To: FIREFIGHTING EQUIPMENT	10223-54218	\$3,770.00

From: SERVICE TRUCK EQUIPMENT	10223-54221	\$2,391.00
RESCUE TRUCK EQUIPMENT	10223-54222	\$99.00
To: RADIO/EMERGENCY LIGHTS	10223-54220	\$2,490.00

13b. To consider and act on a request from Bruce Miller, Director, for the following FY16 **out-of-series** transfer and forward onto the Board of Finance as required:

FROM:	10223-51210 Clerical/Technical	\$4,101.00
TO:	10223-52378 Building Maintenance	\$4,101.00
FROM:	10223-51210 Clerical/Technical	\$2,008.00
	10223-54060 Office Equipment	\$1,196.00
TO:	10223-53112 Firefighting Supplies & Repairs	\$3,204.00
FROM:	10223-54060 Office Equipment	\$39.00
	10223-54222 Rescue Truck Equipment	\$967.00
TO:	10223-53111 FF-Protective Clothing	\$1,006.00

13c. To consider and act on a request from Bruce Miller, Director, for the following FY16 **additional appropriations** and forward onto the Board of Finance as required:

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Additional Appropriations	Line Item	Amount
PROFESSIONAL FEES	10223-52030	\$5,663.00
INSURANCE	10223-52372	\$10,601.00
FF – PROTECTIVE CLOTHING	10223-53111	\$5,558.00
Total:		\$21,822.00

14. Recreation and Parks: To consider and act on a request from Brian Flaherty, Director, for the following FY16 **in-series** transfers:

FROM: 10537-51610: Parks Maintenance		2,000
TO: 10537-51110: Administration	\$2,000	
FROM: 10537-51610: Parks Maintenance		1,400
TO: 10537-51210: Clerical/Technical	\$1,400	
FROM: 10537-51610: Parks Maintenance		\$36,000
TO: 10537-51620: Recreation Programs	\$36,000	
FROM: 10537-51610: Parks Maintenance		\$2,500
TO: 10537-51910: Fringe Benefits	\$2,500	
FROM: 10537-52050: Dues, Conferences, Education		\$200
TO: 10537-52020: Postage	\$200	
FROM: 10537-52050: Dues, Conferences, Education		\$500
TO: 10537-52080: Telephone	\$500	
FROM: 10537-53090: Fuels/Lubricants		\$1,000
TO: 10537-53020: Other Supplies	\$1,000	
FROM: 10537-53090: Fuels/Lubricants		\$2,500
TO: 10537-53080: Mtnc. Of Vehicles	\$2,500	

15. Finance:

15a. To consider and act on a request from Maryanna Stevens, Director, for the following FY16 **in-series** transfers:

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LINE ITEM	LINE DESCRIPTION	FROM	TO
10107-51810	OVERTIME	\$4,192	
10107-51910	FRINGE BENEFITS	275	
10107-51920	FICA	915	
10107-51210	CLERICAL & TECHNICAL		\$5,382

LINE ITEM	LINE DESCRIPTION	FROM	TO
10107-52080	TELEPHONE	\$281	
10107-52010	ADVERTISING		\$281

LINE ITEM	LINE DESCRIPTION	FROM	TO
10107-52080	TELEPHONE	\$45	
10107-52020	POSTAGE		\$45

15b. To consider and act on a request from Maryanna Stevens, Director, for the following FY16 **out-of-series** transfer and forward onto the Board of Finance as required:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10107-52080	TELEPHONE	\$8,739	
10107-51210	CLERICAL & TECHNICAL		\$8,739

LINE ITEM	LINE DESCRIPTION	FROM	FROM
10107-52043	SERVICE CONTRACTS & REPAIRS – INFORM TECH	\$6,055	
10107-54130	COMPUTER SUPPORT SYSTEM		\$6,055

15c. To consider and act on a request from Maryanna Stevens, Finance Director, for an additional **appropriation** of **\$10,667** from Capital and Non-recurring line item # 20500-31520 Undesignated Fund balance to Capital Non-recurring line # 20507-57771 – New Town Wide Telephone System and forward onto the Board of Finance as required.

16. Legal:

16a. To consider and act on a request from Maryanna Stevens, Finance Director, for the following FY16 Legal Budget **in-series** transfers:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10108-52560	MISCELLANEOUS CLAIMS	\$1,000	
10108-52540	PROBATE COURT		\$1,000

16b. To consider and act on a request from Maryanna Stevens, Finance Director, for the following FY16 Legal Budget **out-of-series** transfer and forward onto the Board of Finance as required:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10116-51930	RETIREMENT COMMISSION – HEART AND HYPERTENSION	\$3,916	
10108-52030	PROFESSIONAL FEES		\$3,916
10116-51930	RETIREMENT COMMISSION – HEART AND HYPERTENSION	\$1,908	
10108-52540	PROBATE COURT		\$1,908

17. Insurance Budget:

17a. To consider and act on a request from Maryanna Stevens, Finance Director, for the following FY16 insurance Budget **in-series** transfers:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10112-52201	LIABILITY/AUTO/PROPERTY	\$4,227	
10112-52200	WORKERS COMPENSATION		\$4,227

LINE ITEM	LINE DESCRIPTION	FROM	TO
10112-52253	LIFE INSURANCE	\$2,450	
10112-52251	HEALTHCARE		\$2,450

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LINE ITEM	LINE DESCRIPTION	FROM	TO
10112-52201	LIABILITY/AUTO/PROPERT Y	\$49	
10112-52252	LONG TERM DISABILITY		\$49

17b. To consider and act on a request from Maryanna Stevens, Finance Director, for the following FY16 Insurance Budget **out-of-series** transfer and forward onto the Board of Finance as required:

LINE ITEM	LINE DESCRIPTION	FROM	TO
10116-51940	PENSION CONTRIBUTIONS (RETIREMENT)	\$12,637	
10112-52240	UNEMPLOYMENT COMP (INSURANCE)		\$12,637

LINE ITEM	LINE DESCRIPTION	FROM	TO
10116-51945	RETIREE HEALTH BENEFITS (RETIREMENT)	\$19,304	
10112-52250	DEDUCTIBLE COVERAGE (INSURANCE)		\$19,304

18. Police:

18a. To consider and act on a request from Brett Mahoney, Chief, for the following FY16 **in-series** transfers:

From: 10229-51210 Clerical,
To: **10229-51110 Admin** **\$38,099**

From: 10229-51810 Overtime,
To: **10229-51110 Admin** **\$19,361**

From: 10229-51810 Overtime
To: **10229-51830 Training** **\$ 3,739**

From: 10229-51810 Overtime,
To: **10229-51220 Custodial** **\$ 1,040**

From: 10229-51430 Detectives,
To: **10229-51435 CSO's** **\$ 890**

From: 10229-51430 Detectives,
To: **10229-51920 FICA** **\$ 2,327**

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From: 10229-51421 Marine Patrol, To: 10229-51435 CSO's	\$ 1,743
From: 10229-53220 Marine Patrol, To: 10229-53010 Office Sup.	\$ 64
From: 10229-53220 Marine Patrol, To: 10229-53070 Auto	\$ 45
From: 10229-53090 Gasoline, To: 10229-53020 Other Supp.	\$ 4,762
From: 10229-52300 Training and Educ. To: 10229-52100 Electricity	\$ 41

18b. To consider and act on a request from Brett Mahoney, Chief, for the following FY16 **out-of-series** transfer and forward onto the Board of Finance as required:

From: 10229-52010 Advertising, To: 10229-51830 Training	\$ 597
From: 10229-52020 Postage, To: 10229-51830 Training	\$ 472
From: 10229-52040 Srv Con & Repairs, To: 10229-51830 Training	\$ 6,600
From: 10229-52080 Telephone, To: 10229-51830 Training	\$ 1,600
From: 10229-52080 Telephone, To: 10229-51435 CSO	\$ 2,274
From: 10229-52080 Telephone, To: 10229-51420 Patrol	\$ 5,477
From: 10229-52100 Electricity, To: 10229-51420 Patrol	\$ 7,480
From: 10229-52060 Printing, To: 10229-51420 Patrol	\$ 150

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From: 10229-52090 Fuel Oil, To: 10229-51420 Patrol	\$ 3,122
From: 10229-52115 Water & Sewer, To: 10229-51420 Patrol	\$ 1,400
From: 10229-52300 Training & Ed, To: 10229-51420 Patrol	\$ 2,450
From: 10229-52305 OSHA To: 10229-51420 Patrol	\$ 490
From: 10229-52370 Uniform Allow, To: 10229-51420 Patrol	\$ 345
From: 10229-53090 Gasoline To: 10229-51420 Patrol	\$44,974
From: 10229-53100 Tires To: 10229-51420 Patrol	\$ 140
From: 10229-53150 Building Maint, To: 10229-51420 Patrol	\$ 385

18c. To consider and act on a request from Brett Mahoney, Chief, for the following FY16 **Additional Appropriations** and forward onto the Board of Finance as required:

10229-51420 Patrol	\$99,530
10229-51820 Replacement OT	\$20,077

18d. To consider and act on a request from Brett Mahoney, Chief, for an **appropriation of \$52,000** from Capital and Non-recurring designated line item # 20529-57793 for Phase 1 of the Department's 3-Phase office furniture replacement project and forward onto the Board of Finance as required.

19. Board of Finance: To consider and act on a request from Maryanna Stevens, Finance Director, for the following FY16 Board of Finance Budget **out-of-series** transfer and forward onto the Board of Finance as required:

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LINE ITEM	LINE DESCRIPTION	FROM	TO
10107-52080	FINANCE DEPT - TELEPHONE	\$605	
10103-52010	BOF - ADVERTISING		\$605

20. Assessor’s Office: To consider and act on a request from Mike Bekech, Assessor, for the following FY16 **in-series** transfers:

FROM:	10104-51910 Fringe Benefits	(\$1662.00)
TO:	10104-51210 Clerical Technical Salary	1662.00

21. Consent Agenda:

21.a. Tax Refunds

21 b. Minutes of the 6/21/16 meeting.

22. Adjournment.



The Town of Waterford complies with The Americans with Disability Act. Contact ADA Coordinator, Sally Ritchie with requests for accommodations, in advance at sritchie@waterfordct.org or 860-444-5839