



RECEIVED FOR RECORD  
WATERFORD, CT  
2023 APR 10 P 1:47  
TEST: David L. Campo  
TOWN CLERK

MINUTES (\*Amended)  
REPRESENTATIVE TOWN MEETING  
Regular Meeting  
February 6, 2023

Moderator Paul Goldstein called the February 6, 2023 Regular Meeting of the Representative Town Meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

Members remained standing for a moment of silence to recognize the loss of Waterford Police Officer Adam Lapkowski, Clark Lane Middle School Teacher Chris Wicklund, and Board of Selectmen Member Jody Nazarchyk.

ROLL CALL

PRESENT: Greg Attanasio (7:05 P.M.), Michael Bono, Jennifer Bracciale, Mary Childs, Timothy Condon, Thomas J. Dembek, Susan Driscoll, Timothy Fioravanti, Steven Garvin, Nick Gauthier, Kevin Girard, Paul Goldstein, Kristin Gonzalez, Ryan Healy, Richard Holmes, Lindsay Khan, Jennifer Kohl, Cheryl Larder, Richard Muckle, Theodore Olynciw, Dan Radin, Michael Rocchetti, Danielle Steward-Gelinas, David Sugrue, David Welch.

ABSENT: None

EX-OFFICIO MEMBERS PRESENT: Chair of the Board of Finance Glenn Patterson.

EX-OFFICIO MEMBERS ABSENT: First Selectman Robert J Brule, Chair of the Board of Education Pat Fedor Selectman Elizabeth Sabilia.

ALSO PRESENT: Town Clerk David L. Campo; Town Treasurer Abbas Danesh; Town Attorney Nicholas Keple; Finance Director Kim Allen.

AGENDA ITEM C – December 5, 2022 Minutes

MOTION by Steward-Gelinas, seconded by Bono, to approve the December 5, 2022 Minutes with the following corrections noted by Town Clerk Campo: RTM Member Childs only voted in favor of the REDUCTION in CALL ITEM 14 and only voted against the ORIGINAL MOTION in CALL ITEM 14.

MOTION PASSED: Unanimous

CORRESPONDENCE

Items received were letters of recommendation (BAA) from the Republican Town Committee, letters of recommendation (Ethics) from the Republican Town Committee and Democratic Town Committee, additional back up for items 7 & 8, updated budget schedule, letter from Moderator Goldstein to other boards, American Rescue Plans Quarterly Report.

1 RTM MINUTES 02/06/2023

\* The friendly Amendment in ITEM 6 was offered by Representative Larder. A copy of Chapter 2.88 of the Waterford Code of Ordinances should have been attached to support ITEM 6.

PUBLIC COMMENT:

Waterford Resident and Oswegatchie Firehouse Life Member Wayne Gilpin, 6 Albacore Dr, spoke in support of an immediate creation of an Oswegatchie Firehouse Building Committee in order to facilitate replacement.

AGENDA ITEM F

Michael Bono; Chairman of the Public Health, Recreation & Environment Standing Committee of the RTM; noted that his group has met and is expecting to present a recommendation to the RTM at the April Meeting.

Timothy Condon, Chairman of the Public Protection & Safety Standing Committee of the RTM, notified the body that a draft of the volunteer fire services proposed stipends was available online.

CALL ITEM 1 – Updating/Renovating Evidence Room and Armory

PRESENTATION: Chief of Police Marc Balestracci, Lieutenant David Ferland.

MOTION by Steward-Gelinas, seconded by Bono, to approve a recommendation from the Board of Finance for an additional appropriation in the amount of **\$86,016** from Capital Undesignated Line #205-31520 for updating/renovating the evidence room and armory at the Police Department.

RTM Member Driscoll requested a friendly amendment which was accepted to add in “to fund a new project to update and renovate” in place of “for updating/renovating”.

Discussion ensued.

MOTION PASSED: Unanimous

CALL ITEM 2 – Radio Communications

PRESENTATION: Chief of Police Marc Balestracci, Director of Fire Service Michael Howley, Director of Emergency Management Steven Sinagra.

MOTION by Steward-Gelinas seconded by Driscoll, to approve a recommendation from the Board of Finance for an appropriation in the amount of **\$239,729** from Capital and Non-recurring designated Line **#20522-57794 (i.e., Radio Communications)**.

Discussion ensued.

MOTION PASSED: Unanimous:

CALL ITEM 3 – Sewer Interceptor Easement Access

PRESENTATION: Director of the Utility Commission James Bartelli, Assistant Director of the Utility Commission Jill Stevens

MOTION by Steward-Gelinas, seconded by Muckle, to approve a recommendation from the Board of Finance for an additional appropriation in the amount of **\$250,000** to fund a new project titled “**Contract#1 Sewer Interceptor Easement Access**”. Appropriated funds for this project will be made available by transferring \$250,000 from the Unassigned Balance of the General Fund to a project line to be created within the Capital Improvement Project Fund.

Discussion ensued.

MOTION PASSED: Unanimous

CALL ITEM 4: Clark Lane Chiller Replacements

PRESENTATION: Superintendent of Schools Thomas Giard, BOE Director of Finance Joe Mancini, BOE Director of Buildings and Grounds James Miner.

MOTION by Steward-Gelinas, seconded by Dembek, to approve a recommendation from the Board of Finance for an additional appropriation in the amount of **\$802,000** to fund a new project titled **“Clark Lane Middle School Chiller Replacements”**. Appropriated funds for this project will be made available by transferring \$802,000 from the Unassigned Balance of the General Fund to a project line to be created within the Capital & Non-recurring Expenditure Fund.

Discussion ensued.

MOTION PASSED: Unanimous

CALL ITEM 5 – Auditorium Meeting Room Updates

PRESENTATION: Information Technology Manager Jeff Robillard

MOTION by Steward-Gelinas, seconded by Muckle, to approve a recommendation from the Board of Finance for an additional appropriation in the amount of **\$272,000** to fund a new Capital project titled **“Auditorium Meeting Room Updates”**. Appropriated funds for this project will be made available by transferring \$272,000 from the Unassigned Balance of the General Fund to a project line to be created within the Capital improvements Project Fund.

Discussion ensued.

MOTION by Gauthier, seconded by Childs, to amend the motion by reducing the amount from \$272,000 to \$175,000.

Discussion ensued.

MOTION by Muckle, seconded by Sugrue, to close debate on the motion to amend.

VOTING IN FAVOR: Attanasio, Bono, Bracciale, Condon, Dembek, Garvin, Goldstein, Healy, Holmes, Muckle, Radin, Rocchetti, Steward-Gelinas, Sugrue.

VOTING AGAINST: Childs, Driscoll, Fioravanti, Gauthier, Girard, Gonzalez, Khan, Kohl, Larder, Olynciw, Welch.

MOTION TO CLOSE DEBATE FAILED: 14-11-0 (2/3rds needed to close)

Further discussion ensued.

VOTING IN FAVOR OF AMENDMENT: Childs, Driscoll, Gauthier, Olynciw.

VOTING AGAINST AMENDMENT: Attanasio, Bono, Bracciale, Condon, Dembek, Fioravanti, Garvin, Girard, Goldstein, Gonzalez, Healy, Holmes, Khan, Kohl, Larder, Muckle, Radin, Rocchetti, Steward-Gelinas, Sugrue, Welch.

MOTION TO AMEND FAILED: 4-21-0

MOTION by Driscoll, seconded by Gauthier, to table until next meeting.

VOTING IN FAVOR TO TABLE: Attanasio, Childs, Driscoll, Fioravanti, Gauthier, Gonzalez, Khan, Kohl, Larder, Olynciw.

VOTING AGAINST TO TABLE: Bono, Bracciale, Condon, Dembek, Garvin, Girard, Goldstein, Healy, Holmes, Muckle, Radin, Rocchetti, Steward-Gelinas, Sugrue, Welch.

MOTION TO TABLE FAILED: 10-15-0

VOTING IN FAVOR OF ORIGINAL MOTION: Bono, Condon, Dembek, Garvin, Girard, Goldstein, Healy, Holmes, Muckle, Rocchetti, Steward-Gelinas, Sugrue, Welch.

VOTING AGAINST ORIGINAL MOTION: Attanasio, Bracciale, Childs, Driscoll, Fioravanti, Gauthier, Gonzalez, Khan, Kohl, Larder, Olynciw, Radin.

ORIGINAL MOTION PASSED: 13-12-0

CALL ITEM 6 – Fire Station Building Committee

PRESENTATION: Ad Hoc Fire Services Review Special Committee Chairman Robert Tuneski, Director of Fire Services Michael Howley.

MOTION by Steward-Gellinas, seconded by Bono, to approve a recommendation from the Ad Hoc Fire Services Special Review Committee “that due to the extensively deteriorated condition of the Oswegatchie Fire Station, that it be replaced with a new building; and recommend that the RTM establish a building committee to oversee its design and construction” in accordance with **Chapter 2.88 – Building Committees** of the Waterford Code of Ordinances. (See Attachment)

MOTION by Steward-Gelinas, seconded by Muckle, to amend the motion by adding in “repaired and or” prior to “replaced”.

Lengthy discussion ensued

FRIENDLY AMENDMENT by Larder was accepted to add in membership consisting of 2 RTM Members, 1 BOS Member, 1 BOF Member, 2 Elector Citizens, 3 Elector Fire Services.

MOTION by Muckle, seconded by Sugrue, to close debate on the motion to amend.

MOTION TO CLOSE DEBATE PASSED: 22-3-0 (Childs, Gauthier, and Larder voted against)

MOTION TO AMEND PASSED: Unanimous

ORIGINAL MOTION WITH AMENDMENTS PASSED: Unanimous

#### CALL ITEM 7 – Non-Union Administrative and Technical Craft Employees Wage Increase

PRESENTATION: Director of Human Resources Christine Walters.

MOTION by Steward-Gelinas, seconded by Bono, to approve the funds necessary for a wage increase of 2.25% for the Non-Union Administrative Support & Technical Craft employees effective 07/01/2022.

MOTION PASSED: Unanimous (Condon was unavailable)

#### CALL ITEM 8 – Registrars of Voters Wage Increase

MOTION by Steward-Gelinas, seconded by Bono, to approve a recommendation from the Finance, Wage & Personnel Standing Committee of the RTM for a one time increase of \$2,420 per year and an increase in the stipend for a primary or referendum from \$700 to \$1000 for the Registrars of Voters.

A brief discussion ensued in regard to whether the RTM could increase the amount. Attorney Kepple advised that the RTM did not have that authority since the proposed increase was not noticed.

FRIENDLY AMENDMENT requested by Driscoll was accepted to make the motion retroactive to January 1, 2023.

MOTION WITH FRIENDLY AMENDMENT PASSED: 24-0-1 (Larder abstained)

#### CALL ITEM 9 – Ethics Commission Appointments

NOMINATION by Steward-Gelinas, seconded by Rocchetti, to reappoint Adam Stone, 16 Windy Ridge Pl, as a regular member of the Ethics Commission (Term 02/06/2023 – 02/03/2025)

NOMINATION by Driscoll, seconded by Attanasio, to appoint Elizabeth Ritter, 24 Old Mill Rd, as a regular member of the Ethics Commission (Term 02/06/2023 – 02/03/2025)

VOTING IN FAVOR of both nominations: Unanimous

STONE and RITTER appointed to the Ethics Commission

#### CALL ITEM 10 – Ethics Commission Alternate Appointments

NOMINATION by Driscoll, seconded by Gauthier, to appoint Paul Helvig, 82 Old Colchester Rd, as an alternate member of the Ethics Commission (Term 02/06/2023 – 02/03/2025)

VOTING IN FAVOR: Unanimous

HELVIG appointed to the Ethics Commission

4 RTM MINUTES 02/06/2023

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CALL ITEM 11 – Personnel Review Board Appointment

MOTION by Driscoll, seconded by Gauthier, to postpone the appointment to the April Meeting.

VOTING IN FAVOR: Unanimous

CALL ITEM 12 – Retirement Commission Appointment

NOMINATION by Steward-Gelinas, seconded by Driscoll, to appoint Paul Goldstein to the Retirement Commission.

VOTING IN FAVOR: Unanimous

CALL ITEM 13 – Board of Assessment Appeals Appointment

NOMINATION by Rocchetti, seconded by Steward-Gelinas, to appoint Catherine Gonyo, 35 Pepperbox Rd, to the Board of Assessment Appeals. (Term 12/05/2022 – 12/03/2023)

NOMINATION PASSED: 24-1-0

CALL ITEM 14 – RTM Budget Hearing Schedule

MOTION by Steward-Gelinas, seconded by Rocchetti, to approve the Budget Schedule as presented with the following accepted friendly amendment by Driscoll: remove Senior Citizens Commission from Wednesday, May 10. (See Attachment)

NEW BUSINESS:

MOTION by Radin, seconded by Olynciw, for the Legislation and Administration Standing Committee of the RTM to study Public Act 22-3, AN ACT CONCERNING REMOTE MEETINGS UNDER THE FREEDOM OF INFORMATION ACT, to assess and make recommendations to the RTM about the Town's pertinent ordinances and regulations.

MOTION PASSED: Unanimous

MOTION by Gauthier, seconded by Larder, to have the Legislation and Administration Standing Committee of the RTM review the creation of an ordinance to require PUBLIC COMMENT on all agendas.

MOTION PASSED: Unanimous

MOTION by Olynciw, seconded by Larder, that we add an American Rescue Fund update to the April Meeting of the RTM.

MOTION by Condon, seconded by Gauthier, to adjourn at 10:20 P.M.

Respectfully Submitted,

David L. Campo, CCTC  
Town Clerk

6 RTM MINUTES 02/06/2023

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## Chapter 2.88

### BUILDING COMMITTEES

#### Sections:

- 2.88.010**        **Establishment required.**
- 2.88.020**        **Majority representation on committee.**
- 2.88.030**        **Duties.**

#### **2.88.010**        **Establishment required.**

Any planning for new municipal buildings or structures or major alterations or additions to existing municipal buildings or structures or other buildings or structures in the town for which the town is expected to appropriate funds, shall require the establishment of a building committee by the representative town meeting. Any board, commission or organizational entity of the town, including nonprofit organizations receiving town support, desiring to plan for the construction of a building or structure or plan for a major alteration or addition to an existing building or structure shall request that a building committee be established. Such request shall be in writing and shall be directed to the moderator of the representative town meeting and shall set forth the general nature of the project to be planned. The moderator shall place such request on the call of the next regular or special meeting of the representative town meeting. This chapter shall not apply to planning for projects for which funds have already been appropriated, prior to the effective date of this chapter. This section shall not apply to the board of education if the representative town meeting shall establish by ordinance a school building committee. Any building committee established under this chapter shall include representation from the agency submitting the request. (Prior code § 2-150 (a))

#### **2.88.020**        **Majority representation on committee.**

Any building committee established upon the request of an organizational entity with ownership of its buildings shall include majority representation from the agency submitting the request. (Prior code § 2-150 (b))

#### **2.88.030**        **Duties.**

- A. After receiving the charge for a project, the duties of the building committee shall be:
1. Interview and hire the architect for the project;
  2. Review plans and take project for approval, if necessary, to such agencies as planning and zoning commission, conservation commission, fire marshal, etc.;
  3. Put the project out to bid;
  4. Receive bids;
  5. Monitor progress of the project, receive invoices and make necessary change orders if within the scope of the project. Authorize payment of invoices;
  6. Report at least bimonthly in person or in writing to the commission or elected body (board of selectmen, representative town meeting, board of finance) by whom the building committee members for the project were appointed. Such reporting shall include, but not be limited to, the progress of the project and any change order that the committee has made;
  7. Provide auditors with any necessary information.
- B. The building committee and the town finance director shall be responsible for maintaining the complete financial records of the project. (R.T.M. 10-3-94 § 2)

**REPRESENTATIVE TOWN MEETING BUDGET HEARINGS**

**FY 2023-24**

Town Hall Auditorium

7:00 P.M.

**MONDAY MAY 1**

Board of Education

**WEDNESDAY MAY 3**

- Ethics Commission
- Conservation of Health
- Public Health Nursing
- Social Services Grants/Review
- Registrar of Voters
- Tax Collector
- Youth & Family Services Bureau
- Senior Citizens Commission
- Board of Assessment Appeals
- Assessor
- Contingency
- Debt Service
- Insurance
- Town Clerk
- Representative Town Meeting

**MONDAY MAY 8**

- Zoning Board of Appeals
- Economic Development Commission
- Conservation Commission
- Planning and Zoning Commission
- Flood and Erosion Control Board
- Building Department
- Building Maintenance
- Recreation & Parks Commission
- Board of Selectmen
- Public Works

**WEDNESDAY MAY 10**

- Retirement Commission
- Waterford Public library
- Finance Department
- Human Resources Department
- Board of Finance
- Legal Department
- Fire Services
- Emergency Management
- Board of Police Commissioners
- Information Technology
- Current Year Capital Improvements
- Transfers to Capital & Nonrecurring Expenditu

**FINAL ACTION**

RECEIVED FOR RECORD  
 WATERFORD, CT  
 2023 FEB 10 P 3:41  
 ATTEST: *David J. Casper*  
 TOWN CLERK