

Department of Police Service
135 NORTH MAIN ST.
WALLINGFORD, CONN. 06492

FROM THE OFFICE OF
JOSEPH J. BEVAN
CHIEF OF POLICE



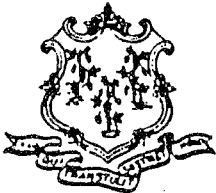
KNOWLEDGE
COURAGE
INTEGRITY

January 17, 1989

TO: MAYOR WILLIAM W. DICKINSON
FROM: CHIEF JOSPEH J. BEVAN
SUBJECT: AMEND REVENUE - INCOME - OUTSIDE WORK

There is a need to amend the Revenue Income side of the Budget and to increase the corresponding expense side accordingly.

As of this date there is a balance of \$3,859.58 left in the Outside Work Recoverable line. The January 20th payroll was for \$3,042. Since this is before the Spring Construction, and 23 pay dates remain, I feel we will expend the requested amount.



STATE OF CONNECTICUT
CONNECTICUT STATE LIBRARY

231 Capitol Avenue • Hartford, Connecticut 06106

January 19, 1989

Mr. Albert Killen, Jr.
Chairman, Town Council
Town of Wallingford
P. O. Box 427
Wallingford, CT 06492

Dear Mr. Killen:

I am in receipt of a Report of Hearing Officer Commissioner Gloria Schaffer, Freedom of Information Commission dated, December 15, 1988, which address the problem of access to tapes of the Wallingford Town Council. As public records administrator, I find it pertinent to bring to your attention that recorded tapes are public records within the meaning of Section 1-18a (d) of the General Statutes, and, that said tapes must be stored in an accessible place such as the Town Clerk's office for access by the public.

To continue, recorded tapes shall not be removed from Town Hall at anytime. They shall be transcribed on premises by the recording secretary. I call your attention to Section 1-19 CGS, which reads in part "... each such agency shall keep and maintain all public records in its custody at its regular office or place of business in an accessible place and if there is no such office or place of business, the public records pertaining to such agency shall be kept in the office of Clerk. (emphasis added).

Prompt transcription of minutes shall be expected to conform with Section 1-21 of the Statutes.

In sum, I am directing you to conform with said statutes quoted above in accordance with Section 11-8 CGS. Finally, I ask that you acknowledge this letter by February 12, 1989 with a plan of action to clear up the problem of recorded tapes as public records.

Sincerely,


DOMINIC A. PERSEMPERE
PUBLIC RECORDS ADMINISTRATOR

cc: Mayor William W. Dickinson, Jr.
Town Attorney, Adam Mantzaris

SW
101-7



Town of Wallingford, Connecticut

DEPARTMENT OF PUBLIC UTILITIES
WATER & SEWER DIVISIONS
P. O. BOX 725
WALLINGFORD, CONNECTICUT 06492
TELEPHONE 269 - 8795

January 10, 1989

Mr. Richard Nunn, Chairman
Public Utilities Commission
Town of Wallingford, Conn.

Re: Water Division Budget Transfer


Dear Mr. Nunn:

Attached is a Water Division budget transfer request to increase account 925-000 - Liability Insurance by \$6,000.00 with a corresponding decrease in account 926-000 - Employee Pension & Benefits.

The insurance amounts included in our budget for this fiscal year were provided by the Risk Manager. However, the amounts proved to be inadequate as they were only estimates and, also, they did not include premiums for vehicles acquired during last fiscal year. Arrangements have been made with the Risk Manager to provide him with additional information, with regard to budgeted vehicles, so that he can develop more accurate estimates for next fiscal year.

The funds are available in the Pension & Benefits account due to many unfilled positions in the Division for the first four months of this fiscal year.

Very truly yours,


Roger Dann
General Manager
Water/Sewer Divisions

RD/lh

enc.



ITEM NO. 7-7
PUC AGENDA 1-17-89