

**TOWN OF WALLINGFORD, CONNECTICUT**

***TOWN COUNCIL MEETING***  
Robert F. Parisi Council Chambers

**TUESDAY**  
**November 10, 2020**  
**6:30 P.M.**

**AGENDA**

The Town Council meeting of November 10, 2020 will take place REMOTELY only. It shall commence at 6:30 P.M. It is expected that the public will be permitted to comment on the Agenda Items as instructed by the Chairman. Materials from this meeting will also be posted on the Town's website for viewing prior to the meeting. The meeting can be accessed through:

**<https://global.gotomeeting.com/join/283402677>**  
**YOU CAN ALSO DIAL IN USING YOUR PHONE:**  
**United States (Toll Free): 1-866-899-4679**  
**United States +1(571) 317-3116**  
**Access Code: 283-402-677**

**Live stream of the meeting will also be available on the Town of Wallingford You Tube Channel:**  
**<https://www.youtube.com/c/wallingfordgovernmenttelevision>**

Moment of Silence

1. Pledge of Allegiance
2. Roll Call
3. Consent Agenda
  - 3a. Consider and Approve Tax Refunds totaling \$1,008.13 (#241-248) Acct. #1001001-41020 – Tax Collector
  - 3b. Acceptance of Donation from Mr. and Mrs. David MacDonald & Family and Consider and Approve Appropriation in the amount of \$1,000 to Revenue Donations – Police Acct. #2502002-47152 and to Expense Donations – Police Acct. #25020050-58830-10127 – Police Department
  - 3c. Consider and Approve Appropriation in the amount of \$22,000 to Transportation Equipment (WD-05) Acct. #43300392 and to Appropriation from Cash - Water Division
  - 3d. Consider and Approve Appropriation in the amount of \$22,000 to Transportation Equipment (WD-14), Acct. #43300392 and to Appropriation from Cash - Water Division

- 3e. Consider and Approve the First Congregational Church of Wallingford's request to use the Parade Grounds for small gatherings on Sunday, November 15, 2020 and Thursday, December 24, 2020, for an estimate of one hour each day - Chairman Cervoni
- 3f. Acceptance of Donation from the Wallingford Rotary Club/Wallingford Foundation and Consider and Approve Appropriation of funds in the amount of \$500 to Revenue, Donations, Acct. #2095002-47152 and to Facility Improvements: Expenditures, Acct. #20950050-57120 – Parks and Recreation Department
- 3g. Consider and Approve Transfer of Funds in the amount of \$60,000 from Regular Salaries & Wages, Acct. #10020150-51000 to Overtime, Acct. #10020150-51400 – Fire Department
- 3h. Consider and Approve Transfer of Funds in the amount of \$110,000 – Electric Div.
- |       |   |            |          |
|-------|---|------------|----------|
| From: | Distribution Operations-Supervision and Engineering | Acct. #580 | \$25,000 |
|       | Distribution Operations-Meter Expense               | Acct. #586 | \$20,000 |
|       | Distribution Maintenance-Supervision & Engineering  | Acct. #590 | \$25,000 |
|       | Administration and General Salaries and Wages       | Acct. #920 | \$20,000 |
|       | Employee Pension and Benefits                       | Acct. #926 | \$20,000 |
| To:   | Distribution Maintenance-Misc. Environmental        | Acct. #598 |          |
- 3i. Acceptance of State of CT Department of Public Health EIC enhancing Cooperative Agreement Grant to respond to the Town's COVID-19 efforts and Consider and Approve Appropriation of funds in the amount of \$71,960 to Grant Revenue, Acct. #TBD-Fund 224 and to Expenditures-Public Health, Acct. #TBD-224- Health Dept.
- 3j. Approval of Town Council Minutes of October 27, 2020
4. **Items Removed from the Consent Agenda**
5. **PUBLIC QUESTION AND ANSWER PERIOD**
6. COVID-19 Update from Stephen Civitelli, Health Director – Chairman Cervoni
7. Discussion and possible action on United Public Service Employees Union-Wallingford BOE Information and Technology Employees Local 424-Unit 19B - One Year Extension from July 1, 2020 through June 30, 2021/Board of Education
8. 6:30 Public Hearing to Consider and Act on Amendment to Chapter 46, Reserve Accounts, Article II of the Code of the Town of Wallingford.
9. Consider and Approve Bid waiver request for Shipman's Fire Equipment Co., Inc. to purchase 50 Self Contained Breathing Apparatus (SCBA) and supporting equipment in the amount of up to \$497,380 - Fire Department

10. Executive Session pursuant to Section 1-200(6)(D) of the Connecticut General Statutes with respect to the purchase, sale and/or leasing of property - Mayor
11. Executive Session pursuant to Section 1-200(6)(B) of the Connecticut General Statutes with respect to the pending Workers' Compensation claim Raffles v. Town of Wallingford (BOE Claim) – Human Resources
12. Discussion and possible action regarding the Workers' Compensation claim of Raffles v. Town of Wallingford as discussed in Executive Session – Human Resources



November 2, 2020

RECEIVED  
MAYOR'S OFFICE

*Town of Wallingford, Connecticut*

JO-ANNE L. RUSCZEK, C.C.M.C.

TAX COLLECTOR

CHERYL BRUNDAGE C.C.M.C.

ASSISTANT TO THE TAX COLLECTOR

DEPARTMENT OF FINANCE

45 SOUTH MAIN STREET

P.O. BOX 5003

WALLINGFORD, CONNECTICUT 06492

TELEPHONE (203) 294-2135

FAX (203) 294-2137

301

Honorable William W. Dickinson, Jr.  
Mayor, Town of Wallingford  
Wallingford, CT 06492

Re: Refund - Account #1001001-41020 – \$1,008.13 (#241-248)

Dear Mayor Dickinson:

Attached is a list of refunds for your approval and the approval of the Town Council:

Very truly yours,

*Jo. Anne L. Rusczeck*

Jo-Anne L. Rusczeck  
Tax Collector

APPROVED:

*W. Dickinson*  
William W. Dickinson, Jr., Mayor

*J. M. Bowes*  
James M. Bowes, Comptroller

241 VW Credit Leasing LTD (AA73826)	24.08	19-0091751
242 VW Credit Leasing LTD (ag25685)	79.02	19-0091765
243 VW Credit Leasing LTD (AJ30244)	42.18	19-0091782
244 VW Credit Leasing LTD (AK72628)	347.15	19-0091785
245 Capot, Christopher	24.17	19-0055745
246 Decerbo, Nicholas	167.64	<b>G.L. 2019</b>
247 Lucibello Electric Co. Inc.	29.71	19-0073629
248 VW Credit Leasing LTD	294.18	19-0091766
	<hr/>	
	<b>1008.13</b>	

3b,

# Town of Wallingford

Honorable William W. Dickinson, Jr.  
Mayor, Town of Wallingford

Date: October 22, 2020

Request for:            Transfer of Funds  
    X     Appropriation of Funds




Fund:     0     General  
    X     Other → Spec. Revenue = MISC. GRANTS<sup>e</sup> DONATIONS

Amount: \$1,000.00      To: Revenue Donations - Police      Account No: 2502002-47152

Amount: \$1,000.00      To: Expense Donations - Police      Account No: 25020050-58830-10127

Explanation: PER ATTACHED LETTER AS REQUIRED

Submitted by:

  
 \_\_\_\_\_  
 Division/Department Head  
  
 \_\_\_\_\_  
 Comptroller  
  
 \_\_\_\_\_  
 Mayor

Certified as to the availability of funds:

APPROVED: Subject to vote of Town Council

**II. CERTIFICATION OF FINANCIAL TRANSACTION:**

The transfer/appropriation of \$\_\_\_\_\_ as detailed and authorized above and as approved by a vote of the Town Council in session hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Town Clerk



RECEIVED  
MAYOR'S OFFICE  
20 OCT 22 AM 11: 59  
*Town of Wallingford, Connecticut*  
*Department of Police Services*

WILLIAM J. WRIGHT  
CHIEF OF POLICE

135 NORTH MAIN STREET  
WALLINGFORD, CT 06492-3718  
TELEPHONE (203) 294-2828

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INTEROFFICE MEMORANDUM

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TO: MAYOR WILLIAM W. DICKINSON, JR.  
FROM: CHIEF WILLIAM J. WRIGHT (WJW)  
SUBJECT: DONATION-MR. & MRS. DAVID MACDONALD & FAMILY  
DATE: 10/22/2020  
CC: MR. JAMES BOWES, COMPTROLLER

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Sir,

Yesterday we received a donation in the amount of \$1000.00 from Mr. & Mrs. David MacDonald & family to be used towards the on-going costs for the K9 program. The MacDonald children ran a lemonade stand over the summer and were able to raise the donated funds. Additionally, the boys also donated food to the staff at the Regency House with some of the funds raised. We are grateful for their generosity and will put the donation to good use to purchase supplies and equipment for the program.

I respectfully request that you place the donation before the town council for acceptance.

Please contact me if there is something else that you might need.

TOWN OF WALLINGFORD, CONNECTICUT

Honorable William W. Dickinson, Jr., Mayor  
Wallingford, CT 06492

Date: October 27, 2020

301

I. Request for:          Transfer of funds  
  X   Appropriation of funds

Funds: Electric          Operating          Capital project  
Water          Operating   X   Capital project  
Sewer          Operating          Capital project

Amount	Description	Account No.
\$22,000	To: Transportation Equipment (WD-05)	43300392
\$22,000	To: Appropriation from Cash	

Explanation: See enclosed correspondence.

Certified as to Availability of Funds:

James Regan Date: 10/27/20  
Division Business Manager

Submitted by:

Neil H. Amwake Date: October 27, 2020  
Division General Manager

[Signature] Date: 10/28/20  
Director, Department of Public Utilities

Approved by vote of the Public Utilities Commission, subject to the approval of the Mayor and the Town Council

\_\_\_\_\_  
Chairman, Public Utilities Commission Date: \_\_\_\_\_

Certified as to Availability of Funds:

\_\_\_\_\_  
Comptroller, Finance Department Date: \_\_\_\_\_

Approved – Subject to the Approval of the Town Council

\_\_\_\_\_  
Mayor Date: \_\_\_\_\_

II. Certification of the Financial Transaction:

The transfer or appropriation of \$ \_\_\_\_\_ as detailed and authorized above and as approved by a vote of the Town Council in session is hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Town Clerk

ITEM NO. 7-2

PUC AGENDA 11/4/20





*Town of Wallingford, Connecticut*

NEIL H. AMWAKE, P.E.  
GENERAL MANAGER



DEPARTMENT OF PUBLIC UTILITIES  
WATER & SEWER DIVISIONS  
377 SOUTH CHERRY STREET  
WALLINGFORD, CONNECTICUT 06492  
TELEPHONE 203-949-2666

October 27, 2020

Public Utilities Commission  
100 John Street  
Wallingford, Connecticut 06492

Re: Budget Amendment FY 2020-2021 – Transportation Equipment (WD-05)  
Water Division

Gentlemen:

The Water Division's FY 2019-2020 budget included funding of \$30,000 to purchase a new cargo van with a trailer hitch package for water main flushing operations (WD-05). The existing 2005 GMC Savana van utilized for flushing operations has approximately 133,500 local miles and is in fair/poor condition.

Unfortunately, bids for the new van were received and opened subsequent to the end of the prior fiscal year. As a result, the approved appropriation for FY 2019-2020 has now lapsed.

Therefore, I am requesting your approval of a budget amendment increasing Account #43300392 (Transportation Equipment) in the amount of \$22,000. Funds for this purpose will be made available by a corresponding increase in the Appropriation from Cash in the Source of Funds section of the budget. Your approval will, in effect, re-appropriate the funding necessary to complete the purchase to replace vehicle WD-05 in FY 2020-2021.

Revised budget pages reflecting the proposed amendment are attached for your reference.

Thank you for your attention to this matter.

Sincerely,

*Neil H. Amwake*

Neil H. Amwake, P.E.  
General Manager

X:\Public Utilities Commission (PUC)\Business Office Transfer Documents\Water Transfers\WD-05  
Budget Amendment v.NHA 2020-10-27.docx

ITEM NO. 7-1  
PUC AGENDA 11/4/20

TOWN OF WALLINGFORD  
DEPARTMENT OF PUBLIC UTILITIES  
WATER DIVISION  
BUDGET - FISCAL YEAR 2020-2021

	ORIGINAL APPROVED BUDGET	PROPOSED AMENDMENT	PROPOSED AMENDED BUDGET
TOTAL OPERATING REVENUES	7,009,250	0	7,009,250
TOTAL OPERATING EXPENSES	7,932,226	0	7,932,226
OPERATING INCOME (LOSS)	(922,976)	0	(922,976)
NON-OPERATING REVENUE	286,880	0	286,880
NON-OPERATING EXPENSES	67,700	0	67,700
NET INCOME (LOSS)	(703,796)	0	(703,796)
<b>WORKING CAPITAL</b>			
SOURCE OF FUNDS			
Net Income (Loss)	(703,796)		(703,796)
Depreciation	2,041,210		2,041,210
Contribution in Aid	194,570		194,570
Appropriate From Cash:			
- for Rate Stabilization	947,277	22,000	969,277
TOTAL SOURCE OF FUNDS	2,479,261	22,000	2,501,261
USE OF FUNDS			
To Reserve for Emergency Maint. - Connect. Chrg	87,780		87,780
Bond Payments - Regular	225,000		225,000
Regular Capital	1,971,911	22,000	1,993,911
Capital Additions from Contribution	194,570		194,570
Appropriate To. Cash:			
TOTAL USE OF FUNDS	2,479,261	22,000	2,501,261

ITEM NO. 7-3  
PUC AGENDA 11/4/20

TOWN OF WALLINGFORD  
DEPARTMENT OF PUBLIC UTILITIES  
WATER DIVISION  
BUDGET - FISCAL YEAR 2020-2021

	ORIGINAL APPROVED BUDGET	PROPOSED AMENDMENT	PROPOSED AMENDED BUDGET
<b>O P E R A T I N G   R E V E N U E S</b>			
REVENUE FROM USAGE:			
43100461 Metered Sales to General Customers	6,687,920		6,687,920
43100462 Private Fire Protection Service	230,400		230,400
<u>TOTAL REVENUE FROM SALES</u>	<u>6,918,320</u>	<u>0</u>	<u>6,918,320</u>
OTHER OPERATING REVENUE:			
43100471 Miscellaneous Service Revenues	750		750
43100472 Rents from Water Property	90,180		90,180
<u>TOTAL OTHER OPERATING REVENUE</u>	<u>90,930</u>		<u>90,930</u>
<u>TOTAL OPERATING REVENUES</u>	<u>7,009,250</u>	<u>0</u>	<u>7,009,250</u>
<b>O P E R A T I N G   E X P E N S E S</b>			
SOURCE OF SUPPLY EXPENSES:			
43100601 Operation Labor and Expense	179,484		179,484
43100602 Purchase of Water	8,800		8,800
43100611 Maint. of Structures & Improvements	18,375		18,375
43100612 Maint. of Collecting & Impounding Reservoir	166,783		166,783
43100613 Maint. of Lake, River and Other Intakes	1,000		1,000
43100614 Maint. of Wells & Springs	12,300		12,300
43100616 Maint. of Supply Mains	2,000		2,000
43100617 Maint. of Misc. Water Source Plant	88,770		88,770
<u>TOTAL SOURCE OF SUPPLY EXPENSES</u>	<u>477,512</u>		<u>477,512</u>
PUMPING EXPENSES			
43100623 Fuel or Power Purchased for Pumping	358,000		358,000
43100624 Pumping Labor & Expense	173,740		173,740
43100626 Miscellaneous Expenses	76,542		76,542
43100631 Maint. of Structures & Improvements	3,000		3,000
43100633 Maint. of Pumping Equipment	193,535		193,535
<u>TOTAL PUMPING EXPENSES</u>	<u>804,817</u>		<u>804,817</u>
WATER TREATMENT EXPENSES			
43100641 Chemicals	101,800		101,800
43100642 Operation Labor and Expense	698,778		698,778
43100643 Miscellaneous Expense	2,000		2,000
43100651 Maint. Of Structures & Improvements	32,100		32,100
43100652 Maint. Of Water Treatment Equipment	447,308		447,308
<u>TOTAL WATER TREATMENT EXPENSE</u>	<u>1,281,986</u>		<u>1,281,986</u>
TRANSMISSION AND DISTRIBUTION EXPENSES			
43100663 Meter Expenses	131,999		131,999
43100664 Customer Installation Expenses	75,428		75,428
43100665 Miscellaneous Expenses	133,135		133,135
43100672 Maint of Distribution Reservoirs & Standpipes	15,712		15,712
43100673 Maint of Transmission & Distribution Mains	520,496		520,496
43100675 Maintenance of Services	250,427		250,427
43100676 Maintenance of Meters	52,112		52,112
43100677 Maintenance of Hydrants	257,314		257,314
<u>TOTAL TRANSMISSION &amp; DISTRIBUTION EXP.</u>	<u>1,436,623</u>		<u>1,436,623</u>

ITEM NO. 7-4  
PUC AGENDA 11/2/20

TOWN OF WALLINGFORD  
DEPARTMENT OF PUBLIC UTILITIES  
WATER DIVISION  
BUDGET - FISCAL YEAR 2020-2021

	ORIGINAL APPROVED BUDGET	PROPOSED AMENDMENT	PROPOSED AMENDED BUDGET
CUSTOMER ACCOUNT EXPENSES:			
43100902	Meter Reading Expenses	23,001	23,001
43100903	Customer Records & Collection Expense	151,661	151,661
	<u>TOTAL CUSTOMER ACCOUNT EXPENSES</u>	<u>174,662</u>	<u>174,662</u>
ADMINISTRATIVE AND GENERAL EXPENSES:			
43100920	Administrative & General Salaries	732,903	732,903
43100921	Office Supplies & Other Expenses	30,100	30,100
43100923	Outside Services Employed	268,845	268,845
43100924	Property Insurance	55,000	55,000
43100925	Injuries & Damages	135,000	135,000
43100926	Employee Pensions & Benefits	343,800	343,800
43100928	Regulatory Expenses	26,000	26,000
43100930	Miscellaneous General Expenses	40,300	40,300
43100932	Maintenance of General Plant	77,068	77,068
	<u>TOTAL ADMINISTRATIVE &amp; GENERAL EXP.</u>	<u>1,709,016</u>	<u>1,709,016</u>
DEPRECIATION & TAX EXPENSES			
43100403	Depreciation Expense	2,041,210	2,041,210
43100408	Taxes Other Than Income Taxes	6,400	6,400
	<u>TOTAL DEPRECIATION &amp; TAX EXPENSES</u>	<u>2,047,610</u>	<u>2,047,610</u>
TOTAL OPERATING EXPENSES		<u>7,932,226</u>	<u>7,932,226</u>
OPERATING INCOME (LOSS)		<u>(922,976)</u>	<u>(922,976)</u>
NON-OPERATING REVENUE			
43100415	Rev. fr. Mdse. Jobbing & Contract Work	13,100	13,100
43100419	Interest and Dividend Income	174,300	174,300
43100421	Misc. Nonoperating Income	11,700	11,700
43100473	Connection Charges for Maintenance Reserve	87,780	87,780
	<u>TOTAL NON-OPERATING REVENUE</u>	<u>286,880</u>	<u>286,880</u>
NON-OPERATING EXPENSES			
43100427	Interest on Long Term Debt	67,700	67,700
	<u>TOTAL NON-OPERATING EXPENSES</u>	<u>67,700</u>	<u>67,700</u>
NET INCOME OR (LOSS)		<u>(703,796)</u>	<u>(703,796)</u>

ITEM NO. 7-5  
PUC AGENDA 11/4/20

TOWN OF WALLINGFORD  
DEPARTMENT OF PUBLIC UTILITIES  
WATER DIVISION  
BUDGET - FISCAL YEAR 2020-2021

		ORIGINAL APPROVED BUDGET	PROPOSED AMENDMENT	PROPOSED AMENDED BUDGET
<u>REGULAR CAPITAL ADDITIONS</u>				
43300311	Source Of Supply - Structures & Improvements	5,000		5,000
43300312	Collecting & Impounding Reservoirs	0		0
43300314	Source of Supply - Wells & Springs	0		0
43300321	Pumping Plant - Structures & Improvements	0		0
43300325	Pumping Plant - Electric Pumping Equipment	41,000		41,000
43300331	Water Treatment Plant - Structures & Imp.	85,000		85,000
43300332	Water Treatment Equipment	622,500		622,500
43300340	T&D Land & Land Rights	0		0
43300341	T&D Structures & Improvements	0		0
43300342	Distribution Reservoirs & Standpipes	746,000		746,000
43300343	Transmission & Distribution Mains	99,647		99,647
43300346	Meters	199,937		199,937
43300348	Hydrants	64,527		64,527
43300390	Structures & Improvements - Gen. Plant	10,500		10,500
43300391	Office Furniture & Equipment	10,000		10,000
43300392	Transportation Equipment	63,000	22,000	85,000
43300393	Stores Equipment	1,000		1,000
43300394	Tools, Shop & Garage Equipment	10,800		10,800
43300395	Laboratory Equipment	5,000		5,000
43300396	Power Operated Equipment	6,000		6,000
43300397	Communication Equipment	2,000		2,000
	<b>TOTAL REGULAR CAPITAL</b>	<b>1,971,911</b>	<b>22,000</b>	<b>1,993,911</b>
<u>CONTRIBUTED CAPITAL</u>				
43300344	Distribution System from Developers	100,000		100,000
43300345	Services	94,570		94,570
	<b>TOTAL CONTRIBUTED CAPITAL</b>	<b>194,570</b>		<b>194,570</b>
	<b>TOTAL CAPITAL PROGRAM</b>	<b>2,166,481</b>	<b>22,000</b>	<b>2,188,481</b>

ITEM NO. 7-6  
PUC AGENDA 11/4/20

TOWN OF WALLINGFORD, CONNECTICUT

Honorable William W. Dickinson, Jr., Mayor  
Wallingford, CT 06492

Date: October 27, 2020

3d.

I. Request for:        Transfer of funds  
  X   Appropriation of funds

Funds: Electric        Operating        Capital project  
Water        Operating   X   Capital project  
Sewer        Operating        Capital project

Amount	Description	Account No.
\$22,000	To: Transportation Equipment (WD-14)	43300392
\$22,000	To: Appropriation from Cash	

Explanation: See enclosed correspondence.

Certified as to Availability of Funds:

Jane Kegan Date: 10/27/20  
Division Business Manager

Submitted by:

Neil H. Amwake Date: October 27, 2020  
Division General Manager

[Signature] Date: 10/28/20  
Director, Department of Public Utilities

Approved by vote of the Public Utilities Commission, subject to the approval of the Mayor and the Town Council

\_\_\_\_\_  
Chairman, Public Utilities Commission Date: \_\_\_\_\_

Certified as to Availability of Funds:

\_\_\_\_\_  
Comptroller, Finance Department Date: \_\_\_\_\_

Approved – Subject to the Approval of the Town Council

\_\_\_\_\_  
Mayor Date: \_\_\_\_\_

II. Certification of the Financial Transaction:

The transfer or appropriation of \$ \_\_\_\_\_ as detailed and authorized above and as approved by a vote of the Town Council in session is hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Town Clerk

ITEM NO. 8-2  
PUC AGENDA 11/4/20



*Town of Wallingford, Connecticut*

NEIL H. AMWAKE, P.E.  
GENERAL MANAGER



DEPARTMENT OF PUBLIC UTILITIES  
WATER & SEWER DIVISIONS  
377 SOUTH CHERRY STREET  
WALLINGFORD, CONNECTICUT 06492  
TELEPHONE 203-949-2666

October 27, 2020

Public Utilities Commission  
100 John Street  
Wallingford, Connecticut 06492

Re: Budget Amendment FY 2020-2021 – Transportation Equipment (WD-14)  
Water Division

Gentlemen:

The Water Division's FY 2019-2020 budget included funding of \$24,000 to purchase a new van utilized for material and equipment pickup for water main repairs, etc.; delivery of water and sewer bills and late notices to the post office; and delivery of mail between the Public Utility divisions and Town Hall (WD-14). The existing 2008 Chevy Uplander van utilized for these functions has approximately 104,000 local miles and is in fair condition.

Unfortunately, bids for the new van were received and opened subsequent to the end of the prior fiscal year. As a result, the approved appropriation for FY 2019-2020 has now lapsed.

Therefore, I am requesting your approval of a budget amendment increasing Account #43300392 (Transportation Equipment) in the amount of \$22,000. Funds for this purpose will be made available by a corresponding increase in the Appropriation from Cash in the Source of Funds section of the budget. Your approval will, in effect, re-appropriate the funding necessary to complete the purchase to replace vehicle WD-14 in FY 2020-2021.

Revised budget pages reflecting the proposed amendment are attached for your reference.

Thank you for your attention to this matter.

Sincerely,

*Neil H. Amwake*

Neil H. Amwake, P.E.  
General Manager

**TOWN OF WALLINGFORD  
DEPARTMENT OF PUBLIC UTILITIES  
WATER DIVISION  
BUDGET - FISCAL YEAR 2020-2021**

	ORIGINAL APPROVED BUDGET	PROPOSED AMENDMENT	PROPOSED AMENDED BUDGET	PROPOSED AMENDMENT	PROPOSED AMENDED BUDGET
TOTAL OPERATING REVENUES	7,009,250	0	7,009,250		7,009,250
TOTAL OPERATING EXPENSES	7,932,226	0	7,932,226		7,932,226
OPERATING INCOME (LOSS)	(922,976)	0	(922,976)		(922,976)
NON-OPERATING REVENUE	286,880	0	286,880		286,880
NON-OPERATING EXPENSES	67,700	0	67,700		67,700
NET INCOME (LOSS)	(703,796)	0	(703,796)		(703,796)
<b>WORKING CAPITAL</b>					
<b>SOURCE OF FUNDS</b>					
Net Income (Loss)	(703,796)		(703,796)		(703,796)
Depreciation	2,041,210		2,041,210		2,041,210
Contribution in Aid	194,570		194,570		194,570
Appropriate From Cash:					
- for Rate Stabilization	947,277	22,000	969,277	22,000	991,277
<b>TOTAL SOURCE OF FUNDS</b>	<b>2,479,261</b>	<b>22,000</b>	<b>2,501,261</b>	<b>22,000</b>	<b>2,523,261</b>
<b>USE OF FUNDS</b>					
To Reserve for Emergency Maint. - Connect. Charg	87,780		87,780		87,780
Bond Payments - Regular	225,000		225,000		225,000
Regular Capital	1,971,911	22,000	1,993,911	22,000	2,015,911
Capital Additions from Contribution	194,570		194,570		194,570
Appropriate To. Cash:					
<b>TOTAL USE OF FUNDS</b>	<b>2,479,261</b>	<b>22,000</b>	<b>2,501,261</b>	<b>22,000</b>	<b>2,523,261</b>

ITEM NO. 8-3  
PUC AGENDA 11/4/20



TOWN OF WALLINGFORD  
DEPARTMENT OF PUBLIC UTILITIES  
WATER DIVISION  
BUDGET - FISCAL YEAR 2020-2021

	ORIGINAL APPROVED BUDGET	PROPOSED AMENDMENT	PROPOSED AMENDED BUDGET	PROPOSED AMENDMENT	PROPOSED AMENDED BUDGET
<b>OPERATING REVENUES</b>					
REVENUE FROM USAGE:					
43100461	Metered Sales to General Customers	6,687,920		6,687,920	6,687,920
43100462	Private Fire Protection Service	230,400		230,400	230,400
	<b>TOTAL REVENUE FROM SALES</b>	<b>6,918,320</b>	<b>0</b>	<b>6,918,320</b>	<b>6,918,320</b>
OTHER OPERATING REVENUE:					
43100471	Miscellaneous Service Revenues	750		750	750
43100472	Rents from Water Property	90,180		90,180	90,180
	<b>TOTAL OTHER OPERATING REVENUE</b>	<b>90,930</b>		<b>90,930</b>	<b>90,930</b>
	<b>TOTAL OPERATING REVENUES</b>	<b>7,009,250</b>	<b>0</b>	<b>7,009,250</b>	<b>7,009,250</b>
<b>OPERATING EXPENSES</b>					
SOURCE OF SUPPLY EXPENSES:					
43100601	Operation Labor and Expense	179,484		179,484	179,484
43100602	Purchase of Water	8,800		8,800	8,800
43100611	Maint. of Structures & Improvements	18,375		18,375	18,375
43100612	Maint. of Collecting & Impounding Reservoir	166,783		166,783	166,783
43100613	Maint. of Lake, River and Other Intakes	1,000		1,000	1,000
43100614	Maint. of Wells & Springs	12,300		12,300	12,300
43100616	Maint. of Supply Mains	2,000		2,000	2,000
43100617	Maint. of Misc. Water Source Plant	88,770		88,770	88,770
	<b>TOTAL SOURCE OF SUPPLY EXPENSES</b>	<b>477,512</b>		<b>477,512</b>	<b>477,512</b>
PUMPING EXPENSES					
43100623	Fuel or Power Purchased for Pumping	358,000		358,000	358,000
43100624	Pumping Labor & Expense	173,740		173,740	173,740
43100626	Miscellaneous Expenses	76,542		76,542	76,542
43100631	Maint. of Structures & Improvements	3,000		3,000	3,000
43100633	Maint. of Pumping Equipment	193,535		193,535	193,535
	<b>TOTAL PUMPING EXPENSES</b>	<b>804,817</b>		<b>804,817</b>	<b>804,817</b>
WATER TREATMENT EXPENSES					
43100641	Chemicals	101,800		101,800	101,800
43100642	Operation Labor and Expense	698,778		698,778	698,778
43100643	Miscellaneous Expense	2,000		2,000	2,000
43100651	Maint. Of Structures & Improvements	32,100		32,100	32,100
43100652	Maint. Of Water Treatment Equipment	447,308		447,308	447,308
	<b>TOTAL WATER TREATMENT EXPENSE</b>	<b>1,281,986</b>		<b>1,281,986</b>	<b>1,281,986</b>
TRANSMISSION AND DISTRIBUTION EXPENSES					
43100663	Meter Expenses	131,999		131,999	131,999
43100664	Customer Installation Expenses	75,428		75,428	75,428
43100665	Miscellaneous Expenses	133,135		133,135	133,135
43100672	Maint of Distribution Reservoirs & Standpipes	15,712		15,712	15,712
43100673	Maint of Transmission & Distribution Mains	520,496		520,496	520,496
43100675	Maintenance of Services	250,427		250,427	250,427
43100676	Maintenance of Meters	52,112		52,112	52,112
43100677	Maintenance of Hydrants	257,314		257,314	257,314
	<b>TOTAL TRANSMISSION &amp; DISTRIBUTION EXP.</b>	<b>1,436,623</b>		<b>1,436,623</b>	<b>1,436,623</b>

ITEM NO. 8-4  
PUC AGENDA 11/4/20

TOWN OF WALLINGFORD  
DEPARTMENT OF PUBLIC UTILITIES  
WATER DIVISION  
BUDGET - FISCAL YEAR 2020-2021

	ORIGINAL APPROVED BUDGET	PROPOSED AMENDMENT	PROPOSED AMENDED BUDGET	PROPOSED AMENDED BUDGET
CUSTOMER ACCOUNT EXPENSES:				
43100902	Meter Reading Expenses	23,001	23,001	23,001
43100903	Customer Records & Collection Expense	151,661	151,661	151,661
	<b>TOTAL CUSTOMER ACCOUNT EXPENSES</b>	<b>174,662</b>	<b>174,662</b>	<b>174,662</b>
ADMINISTRATIVE AND GENERAL EXPENSES:				
43100920	Administrative & General Salaries	732,903	732,903	732,903
43100921	Office Supplies & Other Expenses	30,100	30,100	30,100
43100923	Outside Services Employed	268,845	268,845	268,845
43100924	Property Insurance	55,000	55,000	55,000
43100925	Injuries & Damages	135,000	135,000	135,000
43100926	Employee Pensions & Benefits	343,800	343,800	343,800
43100928	Regulatory Expenses	26,000	26,000	26,000
43100930	Miscellaneous General Expenses	40,300	40,300	40,300
43100932	Maintenance of General Plant	77,068	77,068	77,068
	<b>TOTAL ADMINISTRATIVE &amp; GENERAL EXP.</b>	<b>1,709,016</b>	<b>1,709,016</b>	<b>1,709,016</b>
DEPRECIATION & TAX EXPENSES				
43100403	Depreciation Expense	2,041,210	2,041,210	2,041,210
43100408	Taxes Other Than Income Taxes	6,400	6,400	6,400
	<b>TOTAL DEPRECIATION &amp; TAX EXPENSES</b>	<b>2,047,610</b>	<b>2,047,610</b>	<b>2,047,610</b>
	<b>TOTAL OPERATING EXPENSES</b>	<b>7,932,226</b>	<b>7,932,226</b>	<b>7,932,226</b>
	<b>OPERATING INCOME (LOSS)</b>	<b>(922,976)</b>	<b>(922,976)</b>	<b>(922,976)</b>
NON-OPERATING REVENUE				
43100415	Rev. fr. Mdse. Jobbing & Contract Work	13,100	13,100	13,100
43100419	Interest and Dividend Income	174,300	174,300	174,300
43100421	Misc. Nonoperating Income	11,700	11,700	11,700
43100473	Connection Charges for Maintenance Reserve	87,780	87,780	87,780
	<b>TOTAL NON-OPERATING REVENUE</b>	<b>286,880</b>	<b>286,880</b>	<b>286,880</b>
NON-OPERATING EXPENSES				
43100427	Interest on Long Term Debt	67,700	67,700	67,700
	<b>TOTAL NON-OPERATING EXPENSES</b>	<b>67,700</b>	<b>67,700</b>	<b>67,700</b>
	<b>NET INCOME OR (LOSS)</b>	<b>(703,796)</b>	<b>(703,796)</b>	<b>(703,796)</b>

ITEM NO. 8-5  
PUC AGENDA 11/4/20

TOWN OF WALLINGFORD  
DEPARTMENT OF PUBLIC UTILITIES  
WATER DIVISION  
BUDGET - FISCAL YEAR 2020-2021

	ORIGINAL APPROVED BUDGET	PROPOSED AMENDMENT	PROPOSED AMENDED BUDGET	PROPOSED AMENDMENT	PROPOSED AMENDED BUDGET
<b>REGULAR CAPITAL ADDITIONS</b>					
43300311	Source Of Supply - Structures & Improvements	5,000		5,000	5,000
43300312	Collecting & Impounding Reservoirs	0		0	0
43300314	Source of Supply - Wells & Springs	0		0	0
43300321	Pumping Plant - Structures & Improvements	0		0	0
43300325	Pumping Plant - Electric Pumping Equipment	41,000		41,000	41,000
43300331	Water Treatment Plant - Structures & Imp.	85,000		85,000	85,000
43300332	Water Treatment Equipment	622,500		622,500	622,500
43300340	T&D Land & Land Rights	0		0	0
43300341	T&D Structures & Improvements	0		0	0
43300342	Distribution Reservoirs & Standpipes	746,000		746,000	746,000
43300343	Transmission & Distribution Mains	99,647		99,647	99,647
43300346	Meters	199,937		199,937	199,937
43300348	Hydrants	64,527		64,527	64,527
43300390	Structures & Improvements - Gen. Plant	10,500		10,500	10,500
43300391	Office Furniture & Equipment	10,000		10,000	10,000
43300392	Transportation Equipment	63,000	22,000	85,000	107,000
43300393	Stores Equipment	1,000		1,000	1,000
43300394	Tools, Shop & Garage Equipment	10,800		10,800	10,800
43300395	Laboratory Equipment	5,000		5,000	5,000
43300396	Power Operated Equipment	6,000		6,000	6,000
43300397	Communication Equipment	2,000		2,000	2,000
	<b>TOTAL REGULAR CAPITAL</b>	<b>1,971,911</b>	<b>22,000</b>	<b>1,993,911</b>	<b>2,015,911</b>
<b>CONTRIBUTED CAPITAL</b>					
43300344	Distribution System from Developers	100,000		100,000	100,000
43300345	Services	94,570		94,570	94,570
	<b>TOTAL CONTRIBUTED CAPITAL</b>	<b>194,570</b>		<b>194,570</b>	<b>194,570</b>
	<b>TOTAL CAPITAL PROGRAM</b>	<b>2,166,481</b>	<b>22,000</b>	<b>2,188,481</b>	<b>2,210,481</b>

ITEM NO. 2-6  
PUC AGENDA 11/4/20

Subject **FW: Request for Parade Ground use by First Congregational Church**  
 From Vincent Cervoni <vinny@attorneycervoni.com>  
 To 'Vinny Cervoni' <vcbluzman@hotmail.com>, 'Barbara Thompson' <townclerk@wallingfordct.gov>  
 Date 2020-10-30 09:59



3e.

Barbara,  
 Please, put this in my folder for the next agenda meeting.

Thanks!  
 vc

**From:** Steve Knight <steveknight2248@gmail.com>  
**Sent:** Friday, October 30, 2020 9:54 AM  
**To:** Vinny Cervoni <vinny@attorneycervoni.com>  
**Cc:** Lori Folk-Barron <LoriFolkBarron@gmail.com>; Kathy Cunliffe <revkathycunliffe@gmail.com>  
**Subject:** Request for Parade Ground use by First Congregational Church

Good morning, Chairman Cervoni,

The First Congregational Church of Wallingford requests permission from the Town Council to use the Parade Ground for gatherings on 11/15/2020 and 12/24/2020. These would be small (below the state Covid-19 requirements). Attendees would be required to wear masks and socially distance and observe any other state health requirements applicable at the time of the gatherings. We estimate that they would each be for an hour in duration.

Should you require more information, please let me know. Obviously, I would make myself available at the Town Council meeting where this agenda item appears if requested.

Thank you for handling this request.

Steve Knight  
 Moderator - First Congregational church of Wallingford

CC: Rev. Kathy Cunliffe  
 Lori Folk-Barron, Asst. Moderator

Town of Wallingford, Connecticut

3f,

Honorable William W. Dickinson, Jr.  
Mayor, Town of Wallingford

Date: 11/02/20

I. Request for:      Transfer of funds  
  X   Appropriation of funds

Fund:    General Fund  
  X   Other: ~~Capital Asset~~ → Recreation Special Revenue FUND.

Amount: \$500.00 ~~From~~ To: Revenue, Donations Acct. # 2095002 - 47152

Amount: \$500.00 To: Facility Improvements Acct. # 20950050 - 57120

Explanation: PER ATTACHED LETTER AS REQUIRED

Submitted by: [Signature]  
Director Parks and Recreation

Certified as to the availability of funds:  
[Signature]  
Comptroller

APPROVED – subject to vote of the Town Council:  
[Signature]  
Mayor

II. CERTIFICATION OF FINANCIAL TRANSACTION:

The transfer / appropriation of \$                      as detailed and authorized above and as approved by a vote of the Town Council in session is hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of                     , 20  .

\_\_\_\_\_  
Town Clerk



Town of Wallingford, Connecticut

DEPARTMENT OF PARKS & RECREATION  
6 FAIRFIELD BOULEVARD  
WALLINGFORD, CT 06492

P (203) 294-2120  
F (203) 294-2127  
wallingfordrec.com

RECEIVED  
MAYOR'S OFFICE

NOV -3 AM 11:59

Ken Michaels  
Director of Parks & Recreation

Michelle Björkman  
Superintendent of Recreation

Shawn Keogh  
Recreation Program Specialist

November 2, 2020

Honorable Mayor William W. Dickinson, Jr.  
Town of Wallingford  
45 South Main Street  
Wallingford, CT 06492

Dear Mayor,

The Parks and Recreation Department is in receipt of a donation in the amount of \$500.00 from the Wallingford Rotary Club / Wallingford Foundation Inc. with the request that the funds be used toward improvements to the Community Garden.

I am requesting placement on the next Town Council consent agenda to consider and approve appropriation of these funds to Donations: Revenue, Acct. # 2095002-47152 and to Facility Improvements: Expenditures, Acct. # 20950050-57120. Please find the transfer form enclosed. Please let me know if I may provide any further information regarding this donation.

Thank you for your assistance.

Best Regards,

Kenny Michaels, Director  
Parks and Recreation Department

Enc.

TOWN OF WALLINGFORD, CONNECTICUT

Honorable William W. Dickinson, Jr.  
Mayor, Town of Wallingford

Date: October 21, 2020 *39.*

I. Request for: XX transfer of funds  
       appropriation of funds

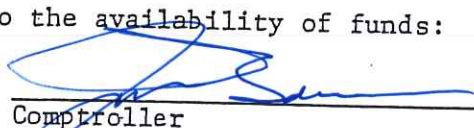
Fund: XX General Fund  
       Other Title \_\_\_\_\_

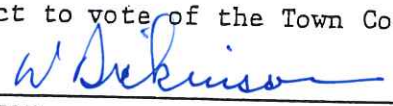
Amount: \$ 60,000.00 FROM: Title Regular Salaries & Wages Acct. No. 10020150-51000

Amount: \$ 60,000.00 TO: Title Overtime Acct. No. 10020150-51400

Explanation: PER ATTACHED LETTER AS REQUIRED

Submitted by:   
Department/Division Head Fire Chief

Certified as to the availability of funds:  
  
Comptroller

APPROVED -- subject to vote of the Town Council:  
  
Mayor

II. CERTIFICATION OF FINANCIAL TRANSACTION:

The transfer/appropriation of \$ \_\_\_\_\_ as detailed and authorized above and as approved by a vote of the Town Council in session is hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Town Clerk



RECEIVED  
MAYOR'S OFFICE  
*Town of Wallingford, Connecticut*  
OCT 22 PM 12:00

**RICHARD W. HEIDGERD**  
FIRE CHIEF

**JOSEPH J. CZENTNAR**  
DEPUTY FIRE CHIEF

**SAMUEL C. WILSON**  
DEPUTY FIRE CHIEF

DEPARTMENT OF FIRE AND EMERGENCY SERVICES  
75 MASONIC AVENUE  
WALLINGFORD, CONNECTICUT 06492-3019  
TELEPHONE (203) 294-2730

October 21, 2020

Mayor William W. Dickinson, Jr.  
Town of Wallingford  
45 South Main Street  
Wallingford, CT 06492

Re: Transfer Request 2020-2021 Budget Year – Regular Salaries & Wages to Overtime

Dear Mayor:

It has become necessary to transfer funds totaling \$60,000 from Account 10020150-51000 Regular Salaries & Wages into Account 10020150-51400 Overtime. This transfer has become necessary to cover the Fair Labor Standards Act (FLSA) impact for paying our EMTs in the transport division.

Transfer From:

Account #10020150-51000 – Regular Salaries & Wages      \$60,000

Transfer To:

Account #10020150-51400 – Overtime      \$60,000

If this transfer meets with your approval, please place it on the November 10, 2020 Town Council Agenda for consideration and approval.

Thank you for your attention to this issue.

Sincerely,

Richard W. Heidgerd  
Fire Chief



TOWN OF WALLINGFORD, CONNECTICUT

Transfer from  
Account Acc

Honorable William W. Dickinson, Jr. Mayor  
Wallingford, CT 06492

Date: October 29, 2020

1. Request for X transfer of funds  
X appropriation of funds

Fiscal year 2020-2021

3h.


Funds: Electric X operating \_\_\_\_\_ capital project  
Water \_\_\_\_\_ operating \_\_\_\_\_ capital project  
Sewer \_\_\_\_\_ operating \_\_\_\_\_ capital project

\$ 110,000 From: Various accounts - list attached Acct. No. See attached

\$ 110,000 To: Distribution Maint.-Misc. Environmental Acct. No. 598

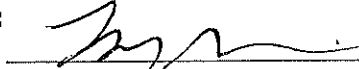
Explanation: See attached memo

Certified as to Availability of Funds:


  
Office Manager

Date: 10.29.20

Submitted by:

  
Division Head

Date: 10/29/20

  
Department Head

Date: 10/29/20

Approved by vote of the Public Utilities Commission subject to the approval of the Mayor and Town Council

\_\_\_\_\_  
Chairman, Public Utilities Commission

Date: \_\_\_\_\_

Certified as to Availability of Funds:

\_\_\_\_\_  
Comptroller

Date: \_\_\_\_\_

Approved - subject to the approval of the Town Council

\_\_\_\_\_  
Mayor

Date: \_\_\_\_\_

II Certification of the Financial Transaction:

The transfer or appropriation of \$ \_\_\_\_\_ as detailed and authorized above and as approved by a vote of the Town Council in session is hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Town Clerk

ITEM NO. 5-2  
PUC AGENDA 11/4/20

020  
Transfer from :

Account	Account Description	Amount
580	Distribution Operations - Supervision and Engineering	25,000
586	Distribution Operations - Meter Expense	20,000
590	Distribution Maintenance - Supervision and Engineering	25,000
920	Administrative and General - Salaries and Wages	20,000
926	Employee Pension and Benefits	<u>20,000</u>
		110,000

ITEM NO. 53  
PUC AGENDA 11/4/20



# Town of Wallingford, Connecticut

THOMAS SULLIVAN  
BUSINESS OFFICE MANAGER

DEPARTMENT OF PUBLIC UTILITIES  
ELECTRIC DIVISION  
BUSINESS OFFICE  
100 JOHN STREET  
WALLINGFORD CT 06492  
PHONE 203-294-2030  
FAX 203-294-2027

## Memo

**To:** Tony Buccheri, General Manager  
**Cc:** Richard Hendershot, Director of Public Utilities  
**From:** Thomas Sullivan, Business Office Manager  
**Date:** October 29, 2020  
**Re:** Fiscal 2020-2021 budget transfer  
Account 598 – Distribution Maintenance-Misc. Distribution/Environmental

Attached for your review is a request for a budget transfer to account #598 – Distribution Maintenance-Misc. Distribution/Environmental, in the amount of \$110,000. This account covers expenses incurred by the Electric Division for spill response, transformer oil testing and disposal. While the Division recently increased the budget for this account as part of a larger multi-line item appropriation connected to Storm Isaias, the remediation costs for the storm were underestimated in that request by approximately \$31,000. In addition to the storm costs, the Division has also experienced a year-to-date increase in the amount of remediation costs connected to failing transformers. Electric Division staff has also identified additional failing transformers which will need to be replaced in the coming months and will likely result in additional response, testing and disposal costs which will exceed the current budget amount. This transfer request is intended to cover those anticipated costs for the balance of the fiscal year.

Funds are available from the following accounts due to staff vacancies.

Account	Account Description	Amount
580	Distribution Operations - Supervision and Engineering	25,000
586	Distribution Operations - Meter Expense	20,000
590	Distribution Maintenance - Supervision and Engineering	25,000
920	Administrative and General - Salaries and Wages	20,000
926	Employee Pension and Benefits	20,000
		<u>110,000</u>

Please review the attached budget transfer and forward as appropriate for action by the Public Utilities Commission and Town Council.

ITEM NO. 5-1  
PUC AGENDA 11/4/20

TOWN OF WALLINGFORD, CONNECTICUT

31

Honorable William W. Dickinson, Jr.  
Mayor, Town of Wallingford

Date: 11/4/20

I. Request for: \_\_\_\_\_ transfer of funds  
X \_\_\_\_\_ appropriation of funds

Fund: \_\_\_\_\_ General Fund FUND #224 - Public Health Grants  
X \_\_\_\_\_ Other Title ELC Enhancing Cooperative Agreement Grant

Amount: \$ \$71,960 From: Title Grant Revenue Acct. No. TBD - Fund 224  
TO: \_\_\_\_\_

\$ 71,960 To: Title Expenditures - Pub. Health Acct. No. TBD - Fund 224  
\_\_\_\_\_  
\_\_\_\_\_

Explanation: PER ATTACHED LETTER AS REQUIRED

Submitted by: [Signature] 11/4/2020  
Department/Division Head

Certified as to the availability of funds:  
[Signature]  
Comptroller

APPROVED – subject to vote of the Town Council:

William W. Dickinson, Jr.  
Mayor

II. CERTIFICATION OF FINANCIAL TRANSACTION:

The transfer/appropriation of \$ \_\_\_\_\_ as detailed and authorized above and as approved by a vote of the Town Council in session is hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Town Clerk




Town of Wallingford, Health Department  
45 South Main St.  
Wallingford CT 06492

Stephen A. Civitelli, RS, MPH  
Director of Health

Phone: 203-294-2065 Fax: 203-294-2064  
Email: [health@wallingfordct.gov](mailto:health@wallingfordct.gov)

MEMORANDUM

To: William W. Dickinson, Jr., Mayor  
From: Stephen A. Civitelli, Director of Health   
Date: November 4, 2020  
Re: ELC Enhancing Detection Cooperative Agreement

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Please include on the Consent Item Agenda, Health Department request to accept noncompetitive funds in the amount of \$71,960 for the Wallingford Health Department from the State of Connecticut Department of Public Health.

The funding is noncompetitive and will be used for purchasing vaccine clinic supplies, hiring a Public Health Nurse and Contact Tracers to respond to the towns COVID-19 efforts.

**Action Requested:**

Please include on the November 10, 2020, Town Council Consent Agenda, Health Department's request to accept funds in the amount of \$71,960 for the Wallingford Health Department and to approve the line item as assigned by the Comptroller for revenue and expenditure account numbers TBD by comptroller.

Thank you for your consideration of this matter.

(1) Attachment: Appropriation of Funds



3j.

**TOWN OF WALLINGFORD, CONNECTICUT  
TOWN COUNCIL MEETING**

**TUESDAY  
OCTOBER 27, 2020  
6:30 P.M.**

**RECORD OF VOTES & MINUTES**

The Town Council Meeting on Tuesday, October 27, 2020 was called to order at 6:31 p.m. There was a moment of silence and the Pledge of Allegiance was said. Councilors in attendance were Craig C. Fishbein, Thomas Laffin, Gina Morgenstein, Joseph A. Marrone, III, Christopher K. Shortell, Christina Tatta, Vincent F. Testa, Jason Zandri and Chairman Vincent Cervoni. Mayor William W. Dickinson, Jr. and Town Attorney Gerald E. Farrell, Sr. were also present.

1. Pledge of Allegiance
2. Roll Call
3. Consent Agenda
  - 3a. Consider and approve Tax Refunds totaling \$1,796.78 (#222-240)  
Acct. #1001001- 41020 - Tax Collector
  - 3b. Consider and approve a Transfer in the amount of \$1,000 from Pickup 4x4, Acct. #10030000-57000-00946 to Fuel Gauge Tank Mont. System, Acct. #10030000-57000-00948 – Public Works
  - 3c. Consider and approve a Transfer in the amount of \$3,000 from Body Worn Cameras, Acct. #10020050 57000 00916 to Police Operating Expenses, Acct. #10020050-58735 – Police Dept.
  - 3d. Acceptance of Federal/State Highway Safety Grant entitled 2019/2020 Comprehensive DUI Enforcement Program and consider and approve Appropriation of funds in the amount of \$12,850 to Revenue Highway Safety, Acct. #1002001-45208 and to Police Overtime, Acct. #10020050-51400 – Police Dept.
  - 3e. Consider and approve a Transfer in the amount of \$8,790 from Body Worn Cameras, Acct. #10020050-57000-00916 to Police Operating Expenses, Acct. #10020050-58735 – Police Dept.
  - 3f. Consider and approve a Resolution authorizing Mayor William Dickinson to enter into or amend contractual instruments between the Town of Wallingford and the State of Connecticut Office of Early Childhood for a Child Day Care Program from October 5, 2020 to June 30, 2022 – Mayor
  - 3g. Consider and approve an Agreement between Wallingford Community Day Care Center, Inc. and the Town of Wallingford, which authorizes the Wallingford Community Day Care Center, Inc. to carry out funding programs as provided in the contract between the Town of

Wallingford and the State of Connecticut Office of Early Childhood for October 5, 2020 to June 30, 2022 – Mayor

- 3h. Consider and approve a Resolution permitting the Wallingford Community Day Care Center, Inc. to borrow from the Town of Wallingford amounts necessary to meet the essential operation expenses of said Day Care Center prior to the time its program is approved for funding from the State of Connecticut - Mayor
- 3i. Set a Public Hearing for November 10, 2020 at 6:30 p.m. to Consider and Act on Amendment to Chapter 46, Reserve Accounts, Article II of the Code of the Town of Wallingford – Chairman Cervoni
- 3j. Approve Town Council Minutes of October 13, 2020.

**MOTION WAS MADE TO APPROVE CONSENT AGENDA ITEMS 3a.-3e. & 3i. – 3j.**

**MADE BY: LAFFIN  
SECONDED BY: MARRONE  
VOTE: ALL AYE  
MOTION: PASSED**

**4. Items Removed from the Consent Agenda:**

- 3f. Consider and approve a Resolution authorizing Mayor William Dickinson to enter into or amend contractual instruments between the Town of Wallingford and the State of Connecticut Office of Early Childhood for a Child Day Care Program from October 5, 2020 to June 30, 2022 – Mayor

*In Attendance: Tamarah Smith, Wallingford Day Care*

**MOTION WAS MADE TO APPROVE a Resolution authorizing Mayor William Dickinson to enter into or amend contractual instruments between the Town of Wallingford and the State of Connecticut Office of Early Childhood for a Child Day Care Program from October 5, 2020 to June 30, 2022.**

**MADE BY: LAFFIN  
SECONDED BY: SHORTELL**

Councilor Fishbein indicated there are no documents corresponding to this.

Mayor Dickinson said this goes back well over 30 years and it is the same process we go through every time we want the service. The Mayor stated this is a good service.

Ms. Smith stated the prior Resolution is expired so we need to review this Resolution.

<b>ROLL CALL VOTE:</b>		<b>SHORTELL: YES</b>	
<b>FISHBEIN: YES</b>		<b>TATTA: YES</b>	
<b>LAFFIN: YES</b>		<b>TESTA: YES</b>	
<b>MARRONE: YES</b>		<b>ZANDRI: YES</b>	
<b>MORGENSTEIN: YES</b>		<b>CERVONI: YES</b>	

9-AYE  
**MOTION: PASSED**

- 3g. Consider and approve an Agreement between Wallingford Community Day Care Center, Inc. and the Town of Wallingford, which authorizes the Wallingford Community Day Care Center, Inc. to carry out funding programs as provided in the contract between the Town of Wallingford and the State of Connecticut Office of Early Childhood for October 5, 2020 to June 30, 2022 – Mayor

**MOTION WAS MADE TO APPROVE an Agreement between Wallingford Community Day Care Center, Inc. and the Town of Wallingford, which authorizes the Wallingford Community Day Care Center, Inc. to carry out funding programs as provided in the contract between the Town of Wallingford and the State of Connecticut Office of Early Childhood for October 5, 2020 to June 30, 2022.**

**MADE BY: LAFFIN**  
**SECONDED BY: SHORTELL**

Councilor Fishbein asked Ms. Smith if she had the contract and she answered yes.

Discussion ensued.

<b>ROLL CALL VOTE:</b>		<b>SHORTELL: YES</b>	
<b>FISHBEIN: YES</b>		<b>TATTA: YES</b>	
<b>LAFFIN: YES</b>		<b>TESTA: YES</b>	
<b>MARRONE: YES</b>		<b>ZANDRI: YES</b>	
<b>MORGENSTEIN: YES</b>		<b>CERVONI: YES</b>	

9-AYE  
**MOTION: PASSED**

- 3h. Consider and approve a Resolution permitting the Wallingford Community Day Care Center, Inc. to borrow from the Town of Wallingford amounts necessary to meet the essential operation expenses of said Day Care Center prior to the time its program is approved for funding from the State of Connecticut - Mayor

**MOTION WAS MADE TO APPROVE a Resolution permitting the Wallingford Community Day Care Center, Inc. to borrow from the Town of Wallingford amounts necessary to meet the essential operation expenses of said Day Care Center prior to the time its program is approved for funding from the State of Connecticut.**



**ROLL CALL VOTE:**

**FISHBEIN: YES**

**LAFFIN: YES**

**MARRONE: YES**

**MORGENSTEIN: YES**

**9-AYE**

**MOTION: PASSED**

**SHORTELL: YES**

**TATTA: YES**

**TESTA: YES**

**ZANDRI: YES**

**CERVONI: YES**

**5. PUBLIC QUESTION & ANSWER PERIOD**

Opened Public Question and Answer Period at 7:09 p.m.

Ben Martin, 39 Ward Street, thanked the Mayor and the Council for going back to online meetings. He then commented on the plans for the property on South Cherry Street. He feels it could be better than a parking lot and that maybe a park would be a better use.

Cindy Sigouitch, 131 Prince Street, hopes all ballots are counted and worries about the ballots put in the tax drop box.

Rajan Doering, Sharon Drive, thanked everyone for the online meeting.

Closed Public Question and Answer Period at 7:15 p.m.

**6. Report from Stephen Civitelli, Health Director, regarding COVID 19 – Chairman Cervoni**

Mr. Civitelli provided an update on COVID-19 (Report attached).

Councilor Shortell stated Governor Lamont said it's up to municipalities to go back to Phase II.

Mr. Civitelli explained that Governor Lamont signed an executive order stating when a town goes into the red zone the town's CEO has 96 hours to decide to roll back to Phase II.

Councilor Shortell asked how many people are quarantined in the schools. Dr. Menzo stated 217 people. Councilor Shortell then asked if we are close to pulling the plug on school. Mr. Civitelli explained the state has different scenarios as to what we can do based on numbers.

Dr. Menzo said it's about resources and we are looking at it building by building. He noted we are close at some schools and we may have to close. It's an ongoing issue.

Councilor Testa stated he is under quarantine himself and said the school system is trying very hard.

Councilor Laffin asked if it is truly only the municipal CEO who has the authority. Mr. Civitelli stated the Mayor would have to declare we are staying at Phase III.

Ben Martin inquired about enforcing violations.

Mr. Morgenstein stated he has concerns for people voting.

- 7. Consider and approve renewals of the following tax incentive programs through September 30, 2023 – Economic Development Commission

Real Property Tax Incentives for Manufacturers  
Real Property Tax Incentives for Office Development  
Personal Property Tax Incentives for Manufacturers

*In Attendance: Tim Ryan, Economic Development Specialist*

Mr. Ryan stated there are three tax incentives and we are looking to extend them until September 2023.

Chairman Cervoni asked Mr. Ryan if he feels this is beneficial to the town or taxpayers.

Mr. Ryan stated so far they have had no takers but have had one significant interested party.

Councilor Fishbein remarked that last time we approved this we discussed if this was aggressive enough. Mr. Ryan stated that is correct. Mr. Ryan went on to state we have not lost any interested parties because it was too low.

<b>ROLL CALL VOTE:</b>	<b>SHORTELL: YES</b>
<b>FISHBEIN: YES</b>	<b>TATTA: YES</b>
<b>LAFFIN: YES</b>	<b>TESTA: YES</b>
<b>MARRONE: YES</b>	<b>ZANDRI: YES</b>
<b>MORGENSTEIN: YES</b>	<b>CERVONI: YES</b>
<b>9-AYE</b>	
<b>MOTION: PASSED</b>	

- 8. Discussion and action regarding Move of 2019-2020 unallocated surplus of \$1,617,852 to the 2% fund – BOE

**MOTION WAS MADE TO MOVE 2019-2020 unallocated surplus of \$1,617,852 to the 2% fund.**

**MADE BY: SHORTELL  
SECONDED BY: FISHBEIN**

Dr. Menzo gave a presentation

**COUNCILOR FISHBEIN CALLED THE QUESTION  
SECONDED BY: TESTA**

**ROLL CALL VOTE:**

**FISHBEIN: YES**  
**LAFFIN: YES**  
**MARRONE: YES**  
**MORGENSTEIN: YES**

**6-AYE**

**3-NAY**

**MOTION: PASSED**

**SHORTELL: NO**

**TATTA: NO**  
**TESTA: YES**  
**ZANDRI: NO**  
**CERVONI: YES**

**VOTE ON MOTION TO MOVE 2019-2020 unallocated surplus of \$1,617,852 to the 2% fund.**

**ROLL CALL VOTE:**

**FISHBEIN: YES**  
**LAFFIN: YES**  
**MARRONE: YES**  
**MORGENSTEIN: YES**

**8-AYE**

**1-NAY**

**MOTION: PASSED**

**SHORTELL: YES**

**TATTA: NO**  
**TESTA: YES**  
**ZANDRI: YES**  
**CERVONI: YES**

- 9. Update on Board of Education COVID expenses – BOE

Ken Welch gave an update on COVID expenses (Presentation attached).

- 10. Executive Session pursuant to Section 1-200(6)(D) of the Connecticut General Statutes with respect to the purchase, sale and/or leasing of property – Mayor - Withdrawn

The meeting was adjourned at 7:59 p.m.

Respectfully submitted,

Lisa Moss  
Council Staff  
Meeting digitally recorded

RECEIVED FOR RECORD 10-30-2020  
AT 4:30 AND RECEIVED BY  
Barbara Thompson TOWN CLERK

\_\_\_\_\_  
Vincent Cervoni, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Barbara Thompson, Town Clerk

\_\_\_\_\_  
Date

7.

**WALLINGFORD PUBLIC SCHOOLS**

**100 SOUTH TURNPIKE ROAD  
WALLINGFORD, CT 06492  
TELEPHONE (203) 949-6500  
FAX# (203) 949-6551**

**SUPERINTENDENT**

Salvatore F. Menzo, Ed.D.  
Ext. 6509

**ASSISTANT SUPERINTENDENTS**

Danielle Bellizzi - Personnel  
Ext. 6508  
Carrie LaTorre - Curriculum  
Ext. 6506

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November 3, 2020

Ms. Barbara Thompson  
Town Clerk  
Wallingford Town Council  
45 South Main Street  
Wallingford, CT 06492

Dear Ms. Thompson:

Enclosed please find 6 copies of the one year extension of the contract between the Wallingford Board of Education and the United Public Service Employees Union Local 424, Unit 18B (Wallingford BOE Information Technology Employees), which was presented at the Board of Education meeting on November 2, 2020.

Per state statute, the council needs only to reject the contracts, not to approve them. No action is necessary if the council is in favor of the contracts. I would appreciate it if you would place these items early on the agenda because members of the Board of Education will be present at that meeting to discuss the contracts.

If you have any questions regarding the above, please do not hesitate to contact me.

Sincerely,



Danielle Bellizzi  
Assistant Superintendent for Personnel

Enclosures

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Received by

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Date

**AMENDMENT TO CHAPTER 46, RESERVE ACCOUNTS, ARTICLE II,  
OF THE CODE OF THE TOWN OF WALLINGFORD**

BE IT ENACTED BY THE TOWN COUNCIL IN SESSION:

That Chapter 46, Reserve Accounts, Article II, Capital and Nonrecurring Expenditures, is amended as follows:

- 1. §46-5, §46-7, and §46-8 are amended to replace Chapter XV with Chapter XIX each place it appears.

§46-7. Management of funds, is also amended to replace Chapter VII with Chapter VIII.

- 2. To add the following new section:

§ 46-9. (New)

On or before November 30<sup>th</sup> and April 1<sup>st</sup> of each fiscal year, the Comptroller shall provide the Town Council with a report of all Capital and Nonrecurring Fund projects completed and/or closed out during the previous fiscal year ended June 30<sup>th</sup>, including the dollar amount unspent for each closed out project.

I HEREBY CERTIFY that this Ordinance was enacted by the Town Council of the Town of Wallingford this \_\_\_\_\_ day of October, 2020, in accordance with the provisions of the Charter of the Town of Wallingford.

\_\_\_\_\_  
Barbara Thompson  
Town Clerk

APPROVED: \_\_\_\_\_  
William W. Dickinson, Jr., Mayor

DATE: \_\_\_\_\_



RECEIVED  
MAYOR'S OFFICE  
*Town of Wallingford, Connecticut*  
20 OCT 20 AM 11:54

*d Sal - Purchasing*  
RICHARD W. HEIDGERD  
FIRE CHIEF

JOSEPH J. CZENTNAR  
DEPUTY FIRE CHIEF

SAMUEL C. WILSON  
DEPUTY FIRE CHIEF

DEPARTMENT OF FIRE AND EMERGENCY SERVICES  
75 MASONIC AVENUE  
WALLINGFORD, CONNECTICUT 06492-3019  
TELEPHONE (203) 294-2730

October 19, 2020

Mayor William Dickinson  
Town of Wallingford  
45 South Main Street  
Wallingford, CT 06492

**RE: Bid Waiver Request – SCBA & Equipment**

Dear Mayor Dickinson,

We are requesting a bid waiver for Shipman's Fire Equipment Co., Inc., in order to purchase fifty (50) Self-Contained Breathing Apparatus (SCBA) and supporting equipment.

Funding of \$497,380 has been approved for new SCBA equipment in the 2020-2021 budget. We are requesting a bid waiver to purchase the SCBA equipment from Shipman's Fire Equipment Co., Inc., as they are designated by 3M/Scott Fire & Safety as the single source supplier in the region. Shipman's Fire Equipment Co., Inc. is our vendor for all purchasing and maintenance of SCBA equipment in our inventory. We have attached a letter from 3M/Scott Fire & Safety designating Shipman's Fire Equipment Co., Inc., as the single source supplier along with the quote from Shipman's for the SCBA equipment.

If this request meets with your approval, please place it on the November 10, 2020 Town Council agenda for consideration and approval.

Sincerely,

Joseph J. Czentrar  
Deputy Fire Chief  
Administration & Operations



3M General Offices

3M Center  
St. Paul, MN 55144-1000  
651 733 1110

now proudly  
part of 3M: 

Scott Safety

4320 Goldmine Road  
Monroe, NC 28110  
704 291 8300

October 13, 2020

Deputy Chief Joseph Czentnar  
Wallingford Fire Department  
75 Masonic Avenue  
Wallingford CT 06492.

Deputy Chief Czentnar,

Shipman's Fire Equipment, Waterford, Connecticut, is a single source supplier for 3M-Scott Fire & Safety and its product lines. This 1F distributor acts as a source of both trained sales and Five Star Factory Certified Service, both for in-house and mobile service of SCBA and Thermal Imaging products in the State of Connecticut.

If there is anything I further I can do to help, please do not hesitate to contact me at any time.

Regards,

*Brandon S. Millan*

Brandon Millan  
3M|Scott Fire & Safety SCBA & Fire Specialist  
Connecticut, Rhode Island & Long Island, NY

**Quote**



**SHIPMAN'S FIRE EQUIPMENT CO., INC.**

172 Cross Road, Waterford, CT 06385  
Tel: (860) 442-0678 • Fax: (860) 444-7395

**Quote No. Quote Date Page**

34330 8/13/2020 1

**Purchase Order No**

WWW.SHIPMANS.COM

**CT DMV LICENSE # U8329**

**Bill To**

Wallingford Fire Dept (E-PO)  
75 Masonic Avenue  
Wallingford, CT 06492  
US

**Ship to**

Wallingford Fire Dept  
75 Masonic Avenue  
Wallingford, CT 06492  
US

Customer No	Payment terms	Slpsn	Slpsn		
W23002	Net 30	157	Eric Heath		
<b>Loc</b>	<b>PPD/COL</b>	<b>Ship via</b>	<b>Ship Date</b>	Phone: 860-235-2382	
CT		OUR TRUCK	A.S.A.P.	email: eheath@shipmans.com	
Qty Ordered	UOM	Item No	Unit price	Disc	Extended price
50.00	EA	X8814023305304 Scott 2018 NFPA 4.5, C5 w/ UEBSS, Pak-Tracker (2 per box)	6,995.00		349,750.00
1.00	EA	X8814023305303 Scott 2018 NFPA 4.5, C5 w/ UEBSS, Pak-Tracker (1 per box)	6,995.00		6,995.00
57.00	EA	FP1MK0000000000 Scott Vision C5, Medium Kevlar Headnet	339.00		19,323.00
12.00	EA	FP1SK0000000000 Scott Vision C5, Small Kevlar Headnet	339.00		4,068.00
12.00	EA	FP1LK0000000000 Scott Vision C5, Large Kevlar Headnet	339.00		4,068.00
4.00	EA	200870-01 UN 1002, Air Compressed, 2.2 Emergency Contact 860-912-8250  Scott Cyl for RIT-Pak Fast Attack 4500 Psi, 30 min, Cyl and Valve (90)	0.00		0.00
4.00	EA	201564-01 SCOTT RIT-Pak Fast Attack, Medium, 4500psi	0.00		0.00
70.00	EA	*EQUIP MISC EP213L: Phoenix Deluxe SCBA Mask Bag w/Liner, Yellow	22.99		1,609.30

Actual Freight charge from Carrier to be determined and will be added to the final customer invoice.

**TERMS AND CONDITIONS:**

TERMS: NET 30 DAYS.

QUOTE VALID FOR 30 DAYS.

WE RESERVE THE RIGHT TO CORRECT CLERICAL ERRORS AT ANY TIME

THE QUOTE TOTAL MAY NOT REFLECT MISCELLANEOUS CHARGES, FREIGHT OR SALES TAX

**Quote Total**

**385,813.30**





# TOWN OF WALLINGFORD

RECEIVED  
MAYOR'S OFFICE

20 OCT 29 PM 3: 06

JAMES R. HUTT, JR.  
Human Resources Director

Telephone (203) 294-2080


Fax (203) 294-2084

RECEIVED  
MAYOR'S OFFICE  
20 OCT 30 AM 9: 19

11, § 12.

## MEMORANDUM

**TO:** Mayor William Dickinson

**FROM:** James R. Hutt, Jr., Human Resources Director 

**DATE:** October 29, 2020

**SUBJECT: Town Council Agenda – Workers' Compensation Settlement**

I respectfully request permission to seek the Town Council's approval of a Workers' Compensation case settlement regarding John Raffles, a former employee of the Wallingford Board of Education at the November 10, 2020 meeting. Given the nature of the issue, I also request this matter be discussed in executive session prior to possible action by the Town Council.

The attorney representing the Town, Attorney Joseph J. Passaretti, Jr. and Risk Manager Kurt Treiber will be at the Council meeting to answer any questions that may arise. Accordingly, I request that this matter be placed at the front of the agenda to limit outside counsel's time at the meeting.

Please contact me should you have additional questions.

JRH/

Enclosure

cc: Kurt Treiber, Risk Manager  
Janis Small, Corporation Counsel  
Gerald Farrell, Town Attorney