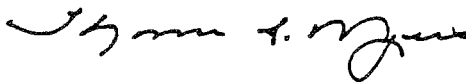


I authorized the personnel department to begin the employment process on September 21, 1988. Since late spring the finance department has been fortunate to have secured the services of a qualified accountant to assist in controlling and planning the daily activities of the accounting and control office. It is estimated these services will be required through March 1989.

I will be present at the town council meeting to answer any questions.

Very truly yours,



Thomas A. Myers  
Comptroller

TAM/mgn  
Attachment

cc: Deputy Comptroller file



*Town of Wallingford, Connecticut*

THOMAS A. MYERS  
COMPTROLLER

DEPARTMENT OF FINANCE  
P.O. BOX 67  
WALLINGFORD, CONNECTICUT 06492  
TELEPHONE (203) 294-2040

December 5, 1988

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

Dear Mayor Dickinson:

The School Roof and Fuel Storage Tank Replacement Building Committee would appreciate being included on the town council agenda for the meeting of December 13, 1988.

The committee will update the council with respect to request for proposals for professional consulting engineering services related to the replacement of roofs on the public schools in Wallingford. Previously, each council member received this information in detail. The council will be asked to approve a waiver of the public bidding process and award a contract.

If you should have any questions, please do not hesitate to call me.

Very truly yours,



William R. Fischer  
Chairman

WRF/mgn

cc: Town Council Members  
R. Rivers  
A. Cei  
R. Nicoletti  
W. Clark  
V. Scionti  
Building Committee Members





Town of Wallingford, Connecticut

1988 DEC - 11 - 12:54

RECEIVED  
MAYOR'S OFFICE

RAYMOND F. SMITH  
DIRECTOR

DEPARTMENT OF PUBLIC UTILITIES  
100 JOHN STREET  
WALLINGFORD, CONNECTICUT 06492  
TELEPHONE 265-1593

November 28, 1988

PUC Commissioners  
100 John Street  
Wallingford, CT 06492

SUBJECT: ORGANIZATIONAL STUDY

Gentlemen:

I believe that it is important that we proceed with the organizational study, which has been discussed over these past several months. Our utility divisions are going through some major changes, and it is essential to ascertain whether the current organization and management team is appropriate to meet the new demands for quality service, at reasonable and competitive prices. As you are aware, this writer has long been concerned over the staffing levels, and certainly two years without either the Electric or Water Manager has put some severe strains on our management team and the rest of the organization.

Back in early September, the Commission solicited, and received six proposals from various firms to perform an organizational study. Those proposals were submitted in response to an RFP, which was developed under the auspices of Commissioner Beaumont. After a thorough review, and several meetings with the various firms, it is my recommendation that we award a contract to the firm of Resource Management Incorporated (RMI), based on the lowest submittal received.

Reference checks were done with utilities who have utilized RMI and I have found that their reputation is excellent.

RMI, with Howard Axelrod as Project Manager, appears to be quite capable in providing the type of organizational study that is deemed to be required by the Department of Public Utilities. The study should proceed in two phases, with the first being the complete organizational review, and the second phase involving a salary study, which is commensurate with the findings of the first phase.

Again, this project is overdue, and this writer encourages affirmative action on the matter so that the background work can begin as expeditiously as possible. Should the Commission approve the concept and recommend to Town Council the Waiving of Bids for this work, budget transfers from the various divisions will be necessary to fund the program.

ITEM NO. 2-1  
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PUC Commissioners  
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November 28, 1988

Appropriations and/or transfers will be available for the meeting of December 6, 1988, to cover the costs of the organizational study.

Yours very truly,

Raymond F. Smith  
Director - Public Utilities

RFS/kaw

cc: Mayor William Dickinson