1. Call Meeting to Order.
   Chair Jonathan Ramsay called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance.
   Chair Jonathan Ramsay led the Pledge of Allegiance.

3. Roll Call.

   PRESENT: Jonathan Ramsay, Chair
   Mary Ann Rosa, Vice Chair
   Ken Demirs
   Robert Desena
   Anthony DiBona
   Gary Lafferty
   Robert Retallick
   Denise Russ
   Rachael Ryan (phone)

   ABSENT:

   OTHERS PRESENT: Mark Raimo, Town Manager
   Susan Zappone, Assi. Town Manager/Finance Director

4. Public Comment.
   Cheryl Johnson, 89 Hamilton Avenue: Ms. Johnson talked about the declining conditions
   on her road on Hamilton Avenue and the conditions of the sidewalks having craters.

   Mr. Mickel, 95 Woodbine Avenue: Mr. Mickel wanted to ask questions from the
   architect in regards to the Police Station and Senior Center/Community Center. Mr. Mickel
   talked about the bonding and what projects were going to be included and if it
   was set by a resolution. Mr. Mickel talked about the wants and needs of the Police Station
   and Senior /Community Center. He also did research on reducing the size of the center
   reducing costs. He asked if the Public Buildings Committee will be involved. Mr. Mickel
also talked about public support with more open communication and that planning is important.

5. Minutes.
   a. Regular Meeting- June 6, 2022
      Motion: Mary Ann Rosa seconded by Robert Retallick: I move to accept the Regular Meeting minutes dated June 6, 2022 as presented.

      Aye: 8 Ramsay, Rosa, Demirs, Desena, DiBona, Lafferty, Retallick, Russ
      Nay: 0
      Abstain: 1 Ryan

      Motion passes

   b. Special Meeting- June 6, 2022 (6:30p.m.)
      Motion: Mary Ann Rosa seconded by Denise Russ: I move to accept the Special Meeting minutes dated June 6, 2022 as presented.

      Motion passed unanimously

   c. Special Meeting- June 6, 2022 (6:45p.m.)
      Motion: Mary Ann Rosa seconded by Robert Retallick: I move to accept the Special Meeting minutes dated June 6, 2022 as presented.

      Motion passed unanimously

   a. Correspondence.
      Chair Jonathan Ramsay: Nothing specific but we will answer a lot of your questions through discussions later on tonight.

7. Town Manager’s Report.
   Mark Raimo reported:
   - Watertown - Total COVID 9.1 % positivity rate.
     - Noise Ordinance – pending response of DEEP
     - Wilson Street Bridge – Pending bid process
     - Guernseytown Rd – Pending bid process
     - Steel Brook Greenway – Discussions continue regarding scope of work and pricing
     - Naugatuck River Green Way –No additional update
   - Union – Negotiations are continuing:
• Highway tentative agreement which will be presented at the July Council meeting
• Police Supervisors Unions.

School Safety is at the forefront of all our minds. Preparation and communication are critical for Watertown to have safe schools. Town leaders and administrators must set expectations and remain vigilant in following through to improve safety. An All-Hazards meeting was conducted with the BOE, Police Department, and School Safety personnel to review safety plans and work toward identifying improvement areas. Additionally, the Police Department and School Safety officers will plan a Table Top exercise and integration training with the armed security officers at each school. This exercise will take place before school starts this fall.

A presentation given by a New Jersey vendor introduced an effective technology upgrade and communication solutions that would enhance school safety. This product would integrate directly with the current phone system and provide a one-step alert system to improve communication surrounding an in-school emergency. I would describe this product as a fire alert system on steroids. With the push of a button, police, fire, teachers, and administrators would receive text messages, automated phone calls, computer-generated emails, and full audio/visual messaging alerting students of the immediate issue.

Grant Funding – There is a Small-Town Economic Assistance Program (STEAP) Grant that has become available for up to $500,000. I have been in discussions with Mr. Spina and have identified a piece of the Main Street RSA study project we could carve out and complete. The Heminway Park Rd piece would include making the roadway one way from Main Street towards Echo Lake Rd, milling, repaving, striping, and creating approximately 32 parking spaces. The improvements would enhance the parking constraints on the north section of Main Street. Additionally, I would like to include improving the communications equipment for all the public and parochial schools in Town to enhance safety. The STEAP grant is not guaranteed to be awarded because of application. However, preference will be given to Towns that are shovel-ready and are willing to match 20%. I will provide more details at the July meeting for your consideration.

Retirement – There have been two retirements in the Tax Collectors office. We have taken on short term temporary help to address the July workload. Both jobs will be posted ASAP.

Public Informational Meeting – regarding Main Street Improvements between Warren Way and French Street. Tuesday, June 28th at 6:30 PM in the Town Council Chambers.

   
a. Consider a resolution setting the mill rate to levy taxes on personal property and real estate for Fiscal Year 2022-2023.

   **RESOLUTION**

   WHEREAS, on June 21, 2022 the Fiscal Year 2022-2023 budget was approved by referendum vote, and;

   WHEREAS, the mill rate must be established to levy the taxes on personal property and real estate.

   NOW THEREFORE BE IT RESOLVED, that the mill rate for the Fiscal Year 2022-2023 be 34.94 due and payable on July 1, 2022 for personal property taxes and the first installment of real estate taxes due on July 1, 2022 and the second installment on real estate taxes due on January 1, 2023.

   Dated at Watertown, Connecticut this 22nd day of June, 2022.

   Jonathan Ramsay, Chair
   Watertown Town Council

   Motion: Mary Ann Rosa seconded by Robert Retallick: I move to approve the resolution setting the mill rate of 34.94 to levy taxes on personal property and real estate for Fiscal Year 2022-2023.

   Chair Jonathan Ramsay: This is for business, personal property and real estate not for cars, the state changed the laws there is different rates that we voted on at our last meeting for automobiles.

   Motion passed unanimously

b. Presentation on proposals from a prospective bidder regarding the proposed use of town property located at 37 DeForest Street.

   Dan DiVito, 106 Pineridge Drive Extension: I put together a packet and in the packet is my original letter to the Town sharing my interest in purchasing the Old Town Hall. In the back of it is the current zoning, if you went online and looked at the zoning for this area, it's accurate but you have to do some homework, behind all the zoning there is a lot of addendums. If you go online, it shows you what happened in 2015 but if you go to the addendums, it shows the updates that happened in 2019. A little background on me I am a lifelong resident of Watertown, I have been here my
whole life. I am married and have a son; we own a home in town and we take a lot of pride in our town. We volunteer in town, serve on boards and commissions and we care a lot about our town. My background I have a long-standing background in historical preservation. That is really when I started working when I got out of high school I was in construction and historical preservation. For the last 25 year is what I pretty much done for homes, buildings and churches. I think we all know the current condition of the Old Town Hall it is in pretty rough shape but has great bones and I think it will be a great building. We have some issues to work through as far as parking, zoning, working with the historic district, doing historic preservation, both state and potentially federally and the zoning. Current zoning restricts what can be done with that building in that area, which I think is important because of its location. It holds a critical location in town, it’s at a major intersection and it’s a gate way up to Taft and Litchfield. It is important that we do what we can to adhere to it and do what the Town would like done there. The way it is currently zoned you could live there, you could do a bed and breakfast, you could rent rooms there but even something like professional offices it requires a special permit. To do something like mixed use we would have to look at the zoning and see if the Town would be on board with that. As far as the intent I really don’t have a clear view on where we will go because again the zoning is so restrictive that anything we would do it would be put through the Town. My intent would be to look at the Plan of Conservation, do some market research, I have spoken to Brian Godin about doing some market research and we want to see what is going to be a fit for the Town in that location. To me the most important thing would be to restore the exterior, so it is presentable for the Town and townspeople. I feel this building has been very important to the Town for over a century. I would like to make it a point to include the Town bringing it back to life via social media, using local contractors and items like that.

Vice Chair Mary Ann Rosa: I think one of the number one concerns that I have and I believe other council members do too is what ends up inside that building. A local dance hall or something that’s not conducive to the elegance and the importance of the neighborhood is something we are very concerned about. Once we sell it, we have no control over what you do with it. I need some kind of reassurance and you have seemed to have made those comments, that you appreciate the area where it is located and the importance that it holds for the Town.

Dan DiVito: I can appreciate what you are saying but with the current zoning being in 2019 they changed it to a village district. Anything outside of a Bed and Breakfast or residential, it would have to come before the Town for special permit and approval. I am perfectly okay with, that makes complete sense to me because it is in such a critical location. I am totally for working with the Town Economic Development or so on to get the right fit. It’s not like I am buying it for my business to move in there, it’s just I love historic buildings and homes. I want to see it brought back to life, if you build it, they will come type deal. I think if you restore it and you make some additional parking and presentable, we can find the right opportunities for it that’s going to work for the Town.
Anthony DiBona: Do you have a proposed budget for whatever you’re looking to do. I’ve heard that could take millions of dollars to renovate this. I guess from my perspective I think I would like to see a little more direction on what exactly we want to do there. For the same reasons that you have it’s a historic building we want to make sure that it ends up turning the right way. I think a substantial amount of money is going to need to be invested in this, what are your thoughts on that?

Dan DiVito: I absolutely agree it will take a substantial amount of money and I look at this building as there’s very limited buyers for it because, one it’s going to take a substantial amount of money but two anything historic it takes a lot more time and it takes a special know-how. You have to work with the historic district and if you’re going to work with state or federal it’s drawn out that much longer. If it was just a return-on-investment type if I am looking to maximize my return on investment, I wouldn’t be looking at this building. There’s plenty of ways to invest money and make a better return quicker. This is going to be something that takes blood, sweat and tears, you have to put your own time into it. I am hands on I also have plenty of experience with construction management. Running the project won’t be a problem plus a lot of the millwork aspect of it I’ll take on myself. Because of its historic status there are grants that you can apply for. I don’t have a budget as I don’t know exactly what direction we’re going in. As far as funding I plan on relying on some of my own funds and also applying for grants.

Ken Demirs: I just want to make sure I understand what you’re doing. You’re willing to pay the 125 and with I believe no conditions and you are going to start to clean up the exterior of the building while you’re looking for the perfect tenant for the interior of the building.

Dan DiVito: That is correct.

Chair Jonathan Ramsay: One of my concerns, Mary Ann mentioned the use of it which is obviously important but to me maintaining the exterior not knocking the building down is huge. Which we have seen other buildings in the historic district that have gained approval to be knocked down. I don’t think there is anyone on the Town Council that wants to see it flattened and then you know something else built there we want to keep the Town Hall there for many, many years to come.

Dan DiVito: When Mr. Sullivan was looking to purchase it, he had great ideas and I was happy to see him purchase it. He not only has great ideas; he is skilled and he has the resources and he would have done a beautiful job with it and I was very happy to see that happen. The longer it sits on the market the more concerned I am that we are going to get the wrong buyer. Again, that’s why I’m am going full asking and I just want to see the right thing done with the building.

Action following Executive Session.
c. Discussion and possible action on bonding projects.

Chair Jonathan Ramsay: In your packet you received a lot of information most of it you probably received in the past. There is information on the cost of a ladder truck, BOE information related to new roofs and replacing some of the turf fields, there is also answers from the architect related to the site assessment for a new Community Center and Police Department, as well as some space needs assessments that we’ve done in the past. As you are all aware, you add up this whole list of rough estimates you are talking 50, 60, 70 plus million dollars. I don’t think we are to that point yet with a lot of planning that still needs to be done with some of these projects. Some of the ones that are more important or higher on the list need to be done in a more urgent manner are also included on that list which includes funding for roofs, schools, I have also mentioned possible bonding for roads, as well as the Fire Department.

Motion: Mary Ann Rosa seconded by Robert Retallick: I move to approve to authorize the bonding attorney to proceed with the preparation of bond authorization documents for the following projects:

<table>
<thead>
<tr>
<th>Project</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Truck</td>
<td>$1.5 million</td>
</tr>
<tr>
<td>Roads</td>
<td>$5 million</td>
</tr>
<tr>
<td>School Capital Projects</td>
<td>$11 million</td>
</tr>
</tbody>
</table>

Chair Jonathan Ramsay: We are at 17.5 in total. As many people on the Town Council as well as the public and even good example tonight, complaints about the roads we all know that through the past years a lot of our roads are in rough shape. We have allocated funds from ARPA to help with some of the roads dealing with Main Street, sidewalks things of that nature. There is a relatively small amount also included in the budget that was just past for repairs. There is a possibility of future grants to continue the progress with our improvements on the roads. Also, coming soon we’ll have the assessment on the roads as far as prioritizing what roads are in more dire need than others. Hopefully in the next two months or so that might be done giving us guidance on roads. In the packet there is a letter from the Fire Department I believe the initial request was 1.8 million for the ladder truck, the current motion is 1.5 we can discuss what we want. When it comes to purchasing the truck possibly it will go out to bid and if there is additional funding needed any decisions along those lines, we could do that at that point in time. To give a summary on the BOE on their list of items its roofs on almost all the schools including redoing the turf field at Swift and also at the high school.

Gary Lafferty: On all these that we had here I remember when we were doing the Fire House over, we had to come up with a five year and ten-year capital improvement plan. I don’t think there is something they have for all departments in Town?
Mark Raimo, Town Manager: The Town is separated into five different sections and we have followed that up until the point where we stopped funding that Pavement Management Plan. The last time we went out to bond, we bonded six million dollars of those six million dollars. I believe 2.2 million approximately dollars were directly put into the pavement management and it went into Section 5 I believe. I would not know how to describe Section 5 but that was the plan that we were following. We have fallen behind a little bit that is the only plan I am aware of the five different districts in Watertown for pavement management.

Chair Jonathan Ramsay: Also, in the packet you will find a graph. What this is showing is the solid line is what our current debt services is for each year. That is the amount of money that we pay towards principal and interest on all of our outstanding debt. As you’ll see we are already starting the 2023-year next month and that continues to decrease over the next couple of years pretty dramatically. The red brick area that is on that graph is actually an illustration if we bonded a full 20 million. The current motion on the table is for the 17.5, it is a little less than that 20. One thing you will notice is that the debt service will not increase in any given year which means there is not going to be additional tax money going to pay off that debt it will stay level. Depending on any future bonding above and beyond above this it could actually decrease over time. With that said we have Police, Community Center many other projects that are on the list, most likely it will stay more level versus going down.

Vice Chair Mary Ann Rosa: I think it is important that the records show we are not abandoning the other things that need to be bonded, the Police Department or Senior Center/Community Center or any of the other issues. It is just we are prioritizing the three things in this bond package that we feel need to be addressed first. As we move forward, we can determine when and what the costs are for the other issues and address those in a bonding package when it’s appropriate.

Chair Jonathan Ramsay: As Al mentioned earlier, there is a lot of planning that still needs to be done on the Community Center and Police Department. I foresee a lot of that planning occurring prior to going out and starting the bonding process. The bonding at least what is in front of us now is 17.5 for school roofs and fields, roads as well as funds toward a fire truck.

Mark Raimo, Town Manager: I am not 100% on this but I think you have to more particularly identify what projects in the school system that you want to do so when we ask the bonding attorney to move forward to create the ordinance, we are going to need to identify those projects, did you prioritize the projects?
Chair Jonathan Ramsay: I can’t speak for the whole Town Council but at least my opinion would be fields and the rest towards the roofs.
Dr. Alison Villanueva, School Superintendent: Priority one is the Watertown High School roof replacement and that is a cost of 4 million nine seventy-one five hundred dollars, the artificial turf and the track replacement, the turf alone is six hundred and fifty-nine thousand four hundred and 30 dollars and the tracking base is six hundred seventy-nine thousand three hundred.

Robert Retallick: Are these estimated prices?

Dr. Alison Villanueva, School Superintendent: These are estimated prices and they also have a built-in contingency as well. Once the bond is approved, what we do is we have to go back up to the state and they will through a plan review and they may have adjustments to any of the costs there as well. Just so the Town Council knows all of the roof projects are eligible for partial reimbursement from the state. We range anywhere between 55 and 60 percent of that reimbursement rate, it is not just money out. Fields turf and track are not reimbursable by state however we have done a full comparison and gone with the most competitive price for who can provide us the work. The Swift Middle School artificial turf replacement is six hundred thirty thousand four hundred four dollars and thirty-nine cents, the John Trumbull Primary School low slope and slope single section is three million eight fifty hundred and fifty thousand and the low slope is six hundred and sixty thousand so there’s a multiple roof for 3 million eight hundred and fifty thousand. Again that would be eligible for partial reimbursement. The Swift Middle School roof maintenance is roughly fifty-five thousand because we had removed it completely to try to make the amount that you brought it in at. Instead of doing a restoration of the full roof, we would do a maintenance piece of the portion that is most needed at this point. Then there are a couple of other items that are in there that don’t fall under the roof, field and turf but you can see that in the memo.

Chair Jonathan Ramsay: All the HVAC, do we expect to receive any state or federal funding related to that.

Dr. Alison Villanueva, School Superintendent: Correct, one of the reason why our HVAC is having a hard time is because of the roof, the roof and HVAC go hand in hand. There is a White House Infrastructure Grant, they have not released it yet as to how much districts and towns will receive but it is specifically for air quality and ventilation, HVAC would fall under that. That is $105,000 approximately for the portion of John Trumbull HVAC. About a hundred thousand for HVAC for heat and hot water piping that is leaking into the school for the moment. Another portion that you will find in here that is also connected to the roof we have boilers and ventilation systems at Judson and John Trumbull School with leaking that is happening in it right now and that is also because the roof has an issue that is in there for respectfully $154,000 for John Trumbull and $68,000 for Judson. That should add up to roughly where you are.
Chair Jonathan Ramsay: My question is how detailed do we need to be on the school side? It seems like the three categories are roof, HVAC and fields. Is that enough detail or do we need to go into more detail? Are we able to start the process without getting into more detail?

Mark Raimo, Town Manager: I think I can use this and work with the bonding attorney. You have completely described where you want to go with it and I will use that total amount and work with them to prepare those ordinances for the next July meeting.

Chair Jonathan Ramsay: Our role tonight is step one, the goal is to get it on the ballot for November so you are talking a six-month process from what happens tonight to final numbers being voted on at the Town level with public hearings and other things happening along the way, it is the starting point.

Gary Lafferty: How old are the roofs on the schools here? Is there any kind of warranty left?

Dr. Alison Villanueva, School Superintendent: We don’t have a warranty anymore by statute we follow a 20-year law on just roof replacement and restoration. We have exceeded the boundaries there and that is why we are having these issues. Some of these might not be right at 20 on paper because of when projects closed out but the actual age of roofs are ranging from upwards of 20 to 23 years old.

Gary Lafferty: Every time they go for schools, they always lean towards the flat roof style, pitched roof are less maintenance problems.

Dr. Alison Villanueva, School Superintendent: To that point sometimes it is difficult to go pitched from flat but one of the changeovers with the new technology is moving from asphalt shingles to metal roofs. The metal roofs are looking to be much sturdy and the warranties are much greater on those.

Robert Desena: Doctor, reviewing the proposals that you presented, we basically tonight reviewed your memorandum dated May 23, 2022 your request for the bonding, very understandable. Also, your handout here Watertown Public Schools Capital Improvement Plan Projects we did make note of levels of urgency and the priorities and you listed priorities 1 through thirteen, very well explained. However, there is one question I have on priority ten Security Camera Replacement and Upgrade at the High School at urgency level of 2 how come that was deemed a 2 when other things such as the fields were given a more urgent need.

Dr. Alison Villanueva, School Superintendent: Right now, even though you are seeing an urgency level 3, 2 and 1, its actually all urgent because time has lapsed at this point. We wanted to prioritize because we were not certain if we were going to be able to get the entire amount. We already have functioning security cameras to some
extend in all of our school buildings that is a requirement. What we are experiencing is that we don’t have the greatest vantage point and because they are older our feed wipes out and we do a lot of manual kind of logging and analog logging. The cameras also have an opportunity just like the White House Infrastructure Grant to have potentially another security grant that may come down. Unfortunately, because of what’s happened in Texas a lot of talk has been happening up at the legislature again about how we might be able to get some more monies to the schools. So, we put that as an urgency level two because it’s fairly easy to get the tech people to come in and put the cameras in whereas for a roof we’re more than a year out by the time our application is put in by the time it’s approved, by the time we can actually get people in and on the ground a year goes by. For cameras we can get them in within six weeks as long as we’re approved to go but if more money comes in then we have an opportunity to once again have a reimbursement on this portion.

Robert Desena: One of the questions were these levels of urgency all the way up to level 3 urgent, very urgent, were those made up by yourself, the Facilities Manager and or other members of your staff.

Dr. Alison Villanueva, School Superintendent: Correct, yes.

Robert Retallick: I just have a question about Mark what you said earlier about the camera security system that schools are getting into now will this adapt to that system?

Dr. Alison Villanueva, School Superintendent: Yes, they would speak together.

Robert Retallick: I know Woodbury was just currently looking at some system there’s somebody coming around now trying to sell these types of systems to schools that they could activate the cameras and everything through the communication centers.

Mark Raimo, Town Manager: That I am not aware of it’s the same system, this system that was presented to us at the all-hazard meeting is brand new to me. It spoke safety to me because it reduces the amount of time that’s needed to alert everybody. When the integration of these cameras occurs, they’ll all integrate.

Robert Retallick: I would like to take it offline with you guys after because I know that there’s a really good system that is being pushed statewide right now that adapts to communication centers.

Chair Jonathan Ramsay: Of the 11 million dollars toward the BOE bonding there is a lot of talk of possible grants and other funding that might be out there. Depending on timing of when grants come available and or bonds are issued, let’s say the bonds were issued first would those grants then go back to the General Fund. Would they go toward paying off part of the bonds or how would that work? Is it on the town side or the BOE side?
Dr. Alison Villanueva, School Superintendent: It would be issued to the town.

Susan Zappone, Asst. Town Manager/Finance Director: It would definitely be on the town side. I definitely want to talk to bond council about that but I believe those funds would then go into our debit service fund and that money would be used to pay down the bonds.

Chair Jonathan Ramsay: Just a little reassurance that you know if we give 11 towards the schools and they get 5 in grants that does not necessarily mean they’re spending 16.

Susan Zappone, Asst. Town Manager/Finance Director: No, that money goes back to the Town for putting us into the bond.

Ken Demirs: The 12 million 8 sixty did that include all the contingencies, the ten percent the fifteen to twenty.

Dr. Alison Villanueva, School Superintendent: It did.

Ken Demirs: Do you know what it adds up to?

Dr. Alison Villanueva, School Superintendent: I just wanted to share the reason why that number has actually increased over these years is because right now inflation and material costs have just skyrocketed. We brought our contingencies back down to 10 percent but we were advised by a lot of the architects to put in the contingencies for up to 20 percent, just in case. Right now, with that number we are back to the 10 percent level but contingencies are in all of the projects.

Mark Raimo, Town Manager: I just wanted to bring to your attention that this existing and proposed 20-million-dollar debt service was on a 25-year bond. That deviates from the normal 20-year bond that we’ve used in the past. The State of Connecticut has allowed Towns to go out to 30 years over the next five years. For us to keep our debt level flat we increased the five years for repayment of the bond.

Chair Jonathan Ramsay: With the current proposal of the 17.5, we have an option if we wanted to extend it to keep the debt service even lower than it’s currently at but even if we stayed at the 25 years, we would be lower than where we were historically because we are not at the 20, we’re at slightly less.

Anthony DiBona: Why would we not do 30 years?

Susan Zappone, Asst. Town Manager/Finance Director: When we spoke to the bond council it’s been important for Watertown to stay very level with their bonding. We are staying level by making it 25 years. If we go to the 30 year there will be a dip in it
but we will be paying more interest. He thought keeping it level 25 years it worked and that shows on that graph that’s in the packet.

Denise Russ: On that grant money that was just answered it would go back to the General Fund from the BOE if they get their grant.

Susan Zappone, Asst. Town Manager/Finance Director: It actually goes into the Debt Service Fund, it is a separate fund that would be used to pay on the bonds annually.

Denise Russ: Now is there any way that they could keep some of that grant money and finish what needs to be done in their priority package.

Mark Raimo, Town Manager: We would have to discuss that with the bond attorney. The problem would be is we are going out the public and asking them to approve us to bond this certain level for these specific projects. If now we have a reduction in the cost and then we appropriate that money to go to something that wasn’t approved, I think that is where the issue would be for the town people. I could certainly ask the bonding attorney and I’ll pose that question to see if there is something that we could do to maybe have that work that way.

Chair Jonathan Ramsay: It would seem like we would have another vote here probably a public hearing and then another vote after that to make that happen but it’s always an option.

Denise Russ: I’m a firm believer that the ARPA money should be used like we discussed at one meeting when we were going to lower the budget. We had mentioned we could purchase the fire truck, we could purchase some items for public highway and everything, if we take the six million dollars and buy the fire truck and do the roads, then we don’t have to bond 17.5 million dollars because it is a one-time option it would be completed.

Chair Jonathan Ramsay: If we were going to repave all the roads, you’re talking I am just throwing a number out there we’ll call it 100 million dollars to pave all the roads.

Denise Russ: We are not getting them all paved with 5 million either.

Chair Jonathan Ramsay: Correct but it is one step toward our program. Once we have the road assessment in place knowing road a is going to first, road b is next, we’ll have a better idea of what the immediate costs are and the costs going forward. How long does the fire truck last?

Chair Jonathan Ramsay: 25 to 30 years.

Denise Russ: We are going to pay on this fire truck and then we’re going to turn around and have to buy another fire truck.
Chair Jonathan Ramsay: Yes, interest rates are going up the last time we went out to bond our rates came in at?

Susan Zappone, Asst. Town Manager/Finance Director: It was under 2 percent.

Chair Jonathan Ramsay: What that will look like when these bonds are actually issued a year or two from now, I can’t tell you but the Town’s interest rates based on a good debt rating and so on and so forth our rates are in my opinion very, very low.

Anthony DiBona: Is that fixed?

Susan Zappone, Asst. Town Manager/Finance Director: Yes.

(Watertown Public School Capital Improvement Plan Projects attached)

Motion passed unanimously

d. Consider an appropriation from the General Fund in the amount of $12,500 for Police overtime. Funds have been received a Justice Administration Grant for police training.

Motion: Mary Ann Rosa seconded by Robert Desena: I move to approve an appropriation from the General Fund in the amount of $12,500 for Police overtime. Funds have been received a Justice Administration Grant for police training.

Discussion: none.

Motion passed unanimously

e. Consider an appropriation from the General Fund in the amount of $2,400 for Police law enforcement equipment. Funds received from Northwest Community Bank Foundation for the purchase of a mobile data terminal (laptop) for use by school resource officers.

Motion: Mary Ann Rosa seconded by Robert Desena: I move to authorize an appropriation from the General Fund in the amount of $2,400 for Police law enforcement equipment. Funds received from Northwest Community Bank Foundation for the purchase of a mobile data terminal (laptop) for use by school resource officers.

Discussion: none.

Motion passed unanimously
f. Consider approval of revised job description for the position of Assistant Tax Collector.

Motion: Mary Ann Rosa seconded by Robert Desena: I move to approve a revised job description for the position of Assistant Tax Collector.

Rachael Ryan: Why in the job description the Assistant Tax Assessor might have to be outside or crawl or be in a very hot or cold conditions.

Mark Raimo, Town Manager: It is standard language, if we were to experience a fire we would want somebody that could be able to crawl out of the building. There is no real tasks associated with this job where somebody would have to crawl. It’s more of mobility and I believe it’s even for testing purposes they go through they’ll have to lift a certain amount of weight, bend and things of that nature.

Denise Russ: Under special requirements, must be certified municipal collector or obtain certification within 42 months. I am not in favor of that I think we have to have certification before people start jobs. I can’t see hiring someone who’s not certified if it’s a qualified thing to have. Also, you must have a Connecticut Driver’s License or get one in 60 days. No, you have your driver’s license and you have your certificate and then you’re qualified for the job. I don’t believe in getting things after you’re hired because things fall through the cracks. I am also against the physical demands because that is discrimination. Someone could come in here with 4 fingers and want the job and you are going to say they can’t do the job because they don’t have 2 full hands, I think that is discrimination.

Mark Raimo, Town Manager: I think you are being presumptuous on making that statement. We certainly have to accommodate people who have disabilities. If you read through the whole description, we did post a lot of information in here. We are consistent with equal opportunity employment. Specifically, for someone to lift a certain amount of weight if they did not have a disability, we wouldn’t want somebody who couldn’t pick up a pack of paper, how would they be able to the job in that specific role? Just as we wouldn’t if we would expect a police officer to be able to run a certain amount of time. There has to be some expectation that we could test and measure, that is the reason why we put this in. This job description was completed through an HR professional. We talked through it, I spoke with the Tax Collector and I agree that our position is to attract individuals who are already certified. But if you have a Tax Collector who is currently working in another municipality who has maybe only two levels of their certification and they are extremely well qualified, if we don’t have this language in here it prevents us from hiring somebody like that. It gives us more opportunity to decide who we actually want to come to work in our tax office. The Tax Collector and I talked quite a bit this and we do want certified people but it would also exclude good people by making that mandatory. The 42 months is because there are three or four levels of that tax certification and they need 3 years of time under their belt to be certified. Another
issue from the management standpoint if we have an internal candidate who is partially trained why would we want to look elsewhere if we have an employee who’s demonstrated a good work ethic and is very well qualified if we make sure they’re certified they are going to be disqualified. I think by being close-minded and not allowing that to be in there it prevents us from making good decisions on people who have already demonstrated their good employees. That is the perception that I took from it and that’s how we came to these agreements. As far as the driver’s license you may have somebody who may apply from out of state and they may need some time to get their Connecticut driver’s license, not so much somebody who doesn’t have a driver’s license and they’re a Connecticut resident. I don’t think that was the intent of that 60 days it was more to address people who may have live out of state.

Denise Russ: Under physical demands, this is an office position so therefore if anybody else leaves another department which is an office position are these physical demands going to be in all the job descriptions?

Mark Raimo, Town Manager: That is the intent, if you look at the original job description that we’ve been under you could see how antiquated they are. The reason why we updated this Assistant Tax Collector is because there is only one position and it made it very easy for me to deal with the union in saying let’s update this position. We have a bookkeeper one position that is open but there is other current employees are in that same category so it is not as easy for me to change the description. So, we took advantage of the timing of this we’re updating this, but the intent will be to go through all our job descriptions and update them all. For time reasons we can’t do it all at once.

Chair Jonathan Ramsay: Does the union have to approve the job description?

Mark Raimo, Town Manager: They do not but I did approach the union because again we work cooperatively with the union and we actually did make a change today when I met with the union under supervisory responsibilities. I actually wanted to have more of a supervisory acknowledgement in there and they felt that would cause confusion for employees. They may feel at that point their supervisors and they want more pay. We took the supervisory portion out of it and left it as provides general guidance in this specific position. We may have an intern that comes in or the bookkeeper one who may need guidance and the Assistant Tax Collector would be responsible for providing that guidance.

Gary Lafferty: Is there a probationary period in this job description for new hires?

Mark Raimo, Town Manager: I was not sure but Sue said six months’ probationary for somebody coming who is new.
Aye: 8 Ramsay, Rosa, Demirs, Desena, DiBona, Lafferty, Retallick, Ryan  
Nay: 1 Russ  
Abstain: 0

Motion passes

g. Consider the establishment of an Executive Search Committee for the position of Deputy Chief of Police.

Motion: Mary Ann Rosa seconded by Robert Desena: I move to approve the establishment of an Executive Search Committee and appoint: the Town Manager, Assistant Town Manager/Finance Director and Police Chief as the members of the Committee

Vice Chair Mary Ann Rosa: It doesn’t say in the motion but this is just for people’s information it’s a search committee for the Deputy Chief of Police.

Rachael Ryan: Is there anybody else on the committee or would it just be those three people?

Mark Raimo, Town Manager: This is just the overseeing of the search committee. The Chief of Police and I have agreed that there will be several levels to ensure the integrity of the search. We have asked three chiefs of police to do the initial search interviews to weed out those that we want to bring to the second level and the ones that we do not. Once that interview process is done, we will then move it to a five-member panel made up and I don’t believe we’ve announced this yet but the panel is going to going be, we have asked Rachael Ryan, Robert Desena as council members, Sue Zappone as the Assistant Town Manager and then two Police Commissioners, Carmine Verno and David Jannetty. Mr. Jannetty is in charge of Homeland Security at Post as an instructor professor. Carmine Verno is a retired state trooper with a tremendous amount of operational experience. I think that this makeup can weed through the next level and send those individuals forward for a decision to made on a Deputy Chief. This is the process that’s being laid out, the Chief and I have worked that process out and we are hoping that we could appoint a Deputy Chief by September, that’s the goal.

Motion passed unanimously
h. Consider a resolution authorizing the transfer of funds between line items for Fiscal Year 2021-2022.

RESOLUTION

WHEREAS, expenses in the 2021-22 fiscal year require the transfer of funds:

NOW THEREFORE BE IT RESOLVED, by vote of the Watertown Town Council, that the following actions are taken relative to the transfer of funds.

GENERAL FUND – SOLID WASTE
AMOUNT: $10,000 NO: 1
FROM: 010.50310.030.1903.9010 - GIS
TO: 010.50360.033.0000.9010 – Solid Waste CRRA Fees
REASON: Additional funds needed.

GENERAL FUND – HIGHWAY
AMOUNT: $14,100 NO: 2
FROM: 010.50318.031.0000.9010 – Maintenance Not Buildings
TO: 010.50411.031.0000.9010 – Maintenance Supplies Not Buildings
REASON: Additional funds needed for materials for upcoming road improvements.

Dated at Watertown, Connecticut this 22nd day of June 2022.

Jonathan Ramsay, Chairman
Watertown Town Council

Motion: Mary Ann Rosa seconded by Robert Retallick: I move to approve the resolution authorizing the transfer of funds between line items for Fiscal Year 2021-2022.

Discussion: none.

Motion passed unanimously

10. Executive Session. Time in 8:19 p.m.

Motion: Mary Ann Rosa seconded by Ken Demirs: I move to enter into executive session along with the members of the Watertown Town Council present and the Assistant Town Manager/Finance Director and Town Manager for the following:
a. Pending Litigation – Carl C. Breiner, et al. vs. Town of Watertown, Tax Appeal
b. Pending Litigation – 545 Main St., LLC vs. Town of Watertown, Tax Appeal
c. Discussion regarding the sale of Town Property located at 37 DeForest Street.

Motion passed unanimously

Time out 8:37 p.m.


a. Consider acceptance of a bid for the purchase of town property located at 37 DeForest Street and authorize the Town Manager to execute documents for the purpose of the sale.

Motion: Mary Ann Rosa seconded by Ken Demirs: I move to accept the bid of $125,000 from Daniel DiVito for the purchase of town property located at 37 DeForest Street and authorize the Town Manager to execute documents for the purpose of the sale.

Anthony DiBona: I am going to abstain from this vote only that I wanted to see a little more direction from where you take the property but if it is voted for, I wish you the best of luck with it and thank you for everything you do for the town.

Aye: 8 Ramsay, Rosa, Demirs, Lafferty, Retallick, Russ, Ryan
Nay: 0
Abstain: 1 DiBona

Motion passes

b. Consider authorizing a settlement agreement with Carl C. Breiner vs. Town of Watertown tax appeal.

Motion: Mary Ann Rosa seconded by Robert Retallick: I move to authorize the settlement agreement with Carl C. Breiner vs. Town of Watertown Tax Appeal.

Discussion: none.

Motion passed unanimously
c. Consider authorizing the settlement agreement with 545 Main St., LLC vs. Town of Watertown tax appeal.

Motion: Mary Ann Rosa seconded by Robert Retallick: I move to authorize the settlement agreement with 545 Main St., LLC vs. Town of Watertown tax appeal.

Discussion: none.

Motion passed unanimously

Motion: Mary Ann Rosa seconded by Ken Demirs: to adjourn the Special Meeting at 8:40 p.m.

Motion passed unanimously

Respectfully submitted,

Jonathan Ramsay, Chair
Watertown Town Council

Approved: ________________________________
Susan King, Clerk
Watertown Public Schools
Capital Improvement Plan
Projects

Presented to Watertown Town Council
by Alison Villanueva, Superintendent
Wednesday, June 22, 2022, 7PM

1. Requests by Priority

2. State Reimbursement for Roofing Projects

Swift Middle School
Here Everyone Acts with Respect and Tolerance

John Trumbull Primary School
Committed to Excellence

Watertown High School
Increase of costs based on time lapse, increase in industry costs, and re-prioritization of projects based on urgency

<table>
<thead>
<tr>
<th>Year of Request</th>
<th>Total Capital Improvement Request in Dollars</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019-2020 * 2018 Discussion of a Capital Reserve Fund</td>
<td>$10,450,000.00</td>
</tr>
<tr>
<td>2020-2021</td>
<td>$11,241,372.10</td>
</tr>
<tr>
<td>2021-2022 (Prior to January)</td>
<td>$12,250,000.00</td>
</tr>
<tr>
<td>Projected for FY 23</td>
<td>$16,180,940.29</td>
</tr>
<tr>
<td>Projected for FY 23 after Reduction *elimination of Swift roof project and lowered contingency costs.</td>
<td>$12,860,940.00</td>
</tr>
</tbody>
</table>

After Reimbursements...

Original Request for Capital Improvement Projects

$12,860,940

<table>
<thead>
<tr>
<th>Total Amount Approved Town Council for Bonding</th>
<th>$11,000,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Anticipated Reimbursement for Priorities 1 &amp; 4 *Calculated on 50% reimbursement rate. Rates can range from 45-61%</td>
<td>-$4,410,750</td>
</tr>
<tr>
<td>Reimbursements from the State will be put directly towards the Town’s Debt Service account</td>
<td></td>
</tr>
<tr>
<td>Total Amount Spent on Capital Projects After Reimbursements</td>
<td>*$6,859,250</td>
</tr>
<tr>
<td>*This may vary depending on the reimbursement rate</td>
<td></td>
</tr>
</tbody>
</table>
Increases in cost due to ....

1. **Timelapse:**

**Example:** Over time projects worsen and so contingencies increase to cover unanticipated costs that may occur after projects begin. Since 2019, contingencies continue to increase. Also priorities may shift as projects age out.

2. **Overall Impact of Inflation:**

**Example:** In 2021-2022 most roofing projects are running approximately $50/sq. ft. because of the current cost of materials, labor costs and overall inflation.

In these instances, when districts apply with cost estimates from architects that estimate $25-$30/sq.ft, applications are **denied** because the State knows it is not a realistic cost estimate.

**Priority 1. WHS Roof Replacement** *(Eligible for partial reimbursement)*
(See Garland Quote and Hibbard & Rosa Architects Quote) **Urgency Level 3**
**Total Cost:** $4,971,500
PRIORITy 2. WHS Artificial Turf and Track Replacement
(See AstroTurf Quotes) Urgency Level 3
Total Cost: $659,430 Turf
Total Cost: $679,300 Track and Base

PRIORITy 3. Swift Middle School Artificial Turf Replacement
(See AstroTurf quote) Urgency Level 3
Total Cost: $630,404.39
PRIORITY 4 & 5 John Trumbull Primary School Low slope & Sloped Shingle Section *(Eligible for partial reimbursement)*
(see Garland quote: Replace option) **Urgency Level 3**
Total Cost: $3,850,000 Sloped Shingle Section
Total Cost: $660,000 Low Slope Roof

PRIORITY 6. John Trumbull Primary School HVAC
(See TriStar Service Inc. Quote)**Urgency Level 3**
Total Cost: $105,702.50

PRIORITY 7. John Trumbull PreSchool Roof tops and Heat Trace On water piping **Urgency Level 3**
Total Cost: $97,687.70

Keeping an eye out for the **WHITE HOUSE INFRASTRUCTURE GRANT**
for potential funds
PRIORITy 8. Swift Middle Roof Maintenance
(See Garland quote) **Urgency Level 2**
**Total Cost: $54,762.50**

IN PLACE OF PRIORITy 9 - Swift Roof Restoration Project
**eliminated**

---

PRIORITy 10. Security Camera Replacement and Upgrade at WHS **Urgency Level 2**
**Total Cost: $400,000**

- Outdoor cameras for parking lots
- Increased # of cameras inside building and with greater vantage points
PRIORIT Y 1 2. John Trumbull Primary Flooring Replacement
Urgency Level 1
Estimated Cost based on Square Footage: $500,000.00

PRIORIT Y 1 2. John Trumbull Primary Boiler Plant System
Replacement Urgency Level 1
Total Cost: $153,450.00

PRIORIT Y 1 3. JUDSON BOIL ER BURNER REPLACEMENT
Urgency Level 1
Total Cost: $67,964.60

Judson Elementary School
Success begins when you make the RIGHT choice!
STATE REIMBURSEMENTS FOR ROOFING

1. State Statute allows for maximum reimbursement (~55-60%) on roofs every 20 years.

2. Turfs/Fields/Tracks are ONLY reimbursable at the time of a new school construction OR when part of a renovation that is 25 years or older.

HOW DO STATE REIMBURSEMENTS WORK?

1. State assigns municipalities a State Reimbursement Rate each fiscal year July 1-June 30. Rates can increase, decrease, or stay the same from year to year.

2. Watertown’s reimbursement rate has ranged between 55-61% over the past 10 years.
   - FY 22 Rate: 60.36%
   - FY 21 Rate: 59.64%

3. The Town/District is responsible for the local share of any costs outside of any eligible State reimbursements.
CAUTION: Strong recommendations from DAS

The State’s Checks and Balances

- The Town budget must show a line item for all open projects. The State must be able to see available funds year over year until project is complete.

- Towns/Districts are strongly recommended to fund a project in its entirety and use language that states,
  
  “the cost of [project X] will cost up to the [full amount of the project]”

  This will ensure if any ineligible costs arise a district/town is covered.

- Towns/Districts that plan to the penny or do not allocate enough funding often have to stop projects midway and in the worst cases are unable to find any alternate funding and so a project is left incomplete or are required to return funds to the State.

EXAMPLE ONLY:
A Typical Timeline of How Projects are Reimbursed by DAS

1. (Immediate) District gathers a “Cost Estimate” from Architects for the project.

2. (ex. October 1, 2022) District/Town submits “project application” to State for approval.

3. (ex. November 10, 2022) Grant Commitment letter is issued to district/town.

4. (ex. 2 weeks later) Architects meet with district/town to complete a Plan Review
   - During a Plan Review, architects make adjustments and fix items in original cost estimate

5. (ex. 1 month later) State issues Plan Approval Letter to district/town for project.

6. Once Plan Approval Letter is received, district/town can go “Out to Bid”
**FINAL TAKEAWAYS**

<table>
<thead>
<tr>
<th>Projected for FY 23 after Reduction</th>
<th>$12,860,940.00</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>elimination of Swift roof project and lowered contingency costs.</em></td>
<td></td>
</tr>
</tbody>
</table>

1. The Town/District will be reimbursed by the State for *a portion of the following projects (% of reimbursement TBD):*
   a. Priority 1 - WHS Roof
   b. Priority 4 & 5 - JTPS Roof

2. Field/Turfs/Tracks are not reimbursable.

3. The White House Infrastructure Grant is another opportunity to receive funds towards Air Quality projects (Priority 6 & 7) but is not available yet.

4. Projects will be staggered to maximize reimbursement rates and ensure manageable oversight of all projects that require major construction.

---

Thank you and Questions