1. Call Meeting to Order.
   Chair Mary Ann Rosa called the meeting to order at 7:00 p.m.

   Chair Mary Ann Rosa wished everyone a “Happy New Year”.

2. Pledge of Allegiance.
   Chair Mary Ann Rosa led the pledge of allegiance.

3. Roll Call.
   PRESENT: Mary Ann Rosa, Chair
             Ken Demirs, Vice Chair
             Robert Desena
             Anthony DiBona
             Gary Lafferty
             Carina Noyd
             Jonathan Ramsay
             Robert Retallick

   ABSENT: Rachael Ryan

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

4. Recognitions.

   Mark Raimo, Town Manager recognized a member of the Water and Sewer Department, Antonio Dinis.
CERTIFICATE OF EXCELLENCE
Honoring
ANTONIO DINIS
Given by the Watertown Town Council

In recognition of outstanding Commitment and diligence to the Citizens of the Town of Watertown in his role as Utility Maintainer in the Water and Sewer Department

Recognition and appreciation are hereby bestowed upon

ANTONIO DINIS

5. Minutes.
   a. Regular Meeting, December 4, 2023

   Motion: Ken Demirs seconded by Jonathan Ramsay: I move to approve the Regular Meeting minutes dated December 4, 2023 as presented.

   Aye: 7 Rosa, Demirs, Desena, DiBona, Lafferty, Noyd, Ramsay
   Nay: 0
   Abstain: 1 Retallick

   Motion passes


7. Subcommittee Reports.
   b. Ordinance – Anthony DiBona, Chair – none.
   d. Elderly Tax Relief: Jonathan Ramsay, Chair – we will be scheduling a meeting shortly to go over some of the changes that need to be made.

8. Town Manager’s Report
   Mark Raimo reported:
1. Time and Attendance - we are 90% up and running, making significant progress over the last few weeks in implementing the system.

2. ClearGov – the utilization had a bumpy start. Information has been entered into the program and we are sorting through how it will be utilized for the Fiscal Year 24/25-year budget presentations.

3. IVision – an analysis of the current financial software has been completed; a draft will be reviewed with Council Member Ramsay, Finance Chair to discuss moves for us with our financial software.

4. 23/24 Audit - we were approved by the State for our extension through January 31st 2024. The status will be reevaluated mid to late January to see if additional time will be required.

5. Elderly Tax Relief – will meet in January, 2024,

6. Design Consultants - in early December we had a meeting with six members of a team and conducted interviews for a design consultant for the Main Street project in regards to the Johnanna Hayes Grant that we received. We have narrowed it down to one person and we have awarded that to Tighe and Bond. We will be moving forward to having discussions with costs associated with those projects.

7. CCM - I would like to recognize Council Member Lafferty securing his Certified Connecticut Municipal Official certification.

9. New Business

   a. Consider appointments to boards and commissions.

      Motion: Ken Demirs seconded by Robert Desena: I move to reappoint Ronald Russ, 135 Porter Street, Watertown as a member of the Board of Tax Assessment Appeals for a term to expire January 31, 2028.

      Discussion: none.

      Motion passed unanimously

      Motion: Ken Demirs seconded by Robert Retallick: I move to reappoint David Pope, 85 Northwest Drive, Watertown as a regular member of the Planning and Zoning Commission for a term to expire January 31, 2030.
Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Anthony DiBona: I move to appoint John Nygren, 567 Sunnyside Avenue, Oakville as a regular member of the Planning and Zoning Commission for a term to expire January 31, 2030. This appointment is to replace Louis Esposito whose term expired.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Robert Retallick: I move to reappoint Robert Marinaro, 55 Butternut Lane, Watertown as an alternate member of the Planning and Zoning Commission for a term to expire January 31, 2030.

Discussion: none.

Motion passed unanimously

Motion: Ken Demirs seconded by Robert Desena: I move to reappoint Rick Sarandrea, 21 Emile Avenue, Oakville as an alternate member of the Historic District Commission for a term to expire January 31, 2029.

Discussion: none.

Motion passed unanimously

b. Consider an appropriation from the General Fund in the amount of $17,367.04 to the Public Buildings Maintenance Land and Buildings line item. Funds received from the Town’s insurance company for storm damage to town buildings.

Motion: Ken Demirs seconded by Robert Retallick: I move to authorize an appropriation from the General Fund in the amount of $17,367.04 to the Public Buildings Maintenance Land and Buildings line item. Funds received from the town’s insurance company for storm damage to town buildings.

Jonathan Ramsay asked in the detail it talks about repairs to the Senior Center, the Pro Shop and Crestbrook Restaurant all different buildings, different parts of town is this all under one storm, one claim.
Chair Mary Ann Rosa answered yes, one storm one claim and after the work is done, this is the replacement cost coverage coming back.

Motion passed unanimously

c. Consider a resolution authorizing an appropriation of $3,058.19 for tax refunds.

RESOLUTION

WHEREAS, taxpayers have applied for Tax Refunds pursuant to Section 12-129, Refund of Excess Payments; and

WHEREAS, the Tax Collector recommended that the refunds be made in accordance with the provisions of Section 12-129; and

WHEREAS, in order to refund taxpayers who have been approved for their refunds, monies must be appropriated into the budget line items to expend the funds.

NOW THEREFORE BE IT RESOLVED, that the Town Council appropriates $3,058.19 to line item 010-50341-043-0102 from the General Fund for tax refunds.

Dated at Watertown, Connecticut this 2nd day of January, 2024.

Mary Ann Rosa, Chairman
Watertown Town Council

Motion: Ken Demirs seconded by Anthony Dibona: I move to approve the resolution authorizing an appropriation of $3,058.19 for tax refunds.

Discussion: none.

Motion passed unanimously

d. Consider a resolution authorizing tax refunds.

RESOLUTION

WHEREAS, Taxpayers have made application for the property tax refunds in accordance with C.G.S. Section 12-129 Refund of Excess Payment:

WHEREAS, the Tax Collector recommends that the refunds be made in accordance with the provisions of Section 12-1298;
NOW THEREFORE BE IT RESOLVED: that the Town Council approves the attached listing of tax refunds:

Dated at Watertown, Connecticut this 2nd day of January, 2024.

Mary Ann Rosa, Chair
Watertown Town Council

See attached

Motion: Ken Demirs seconded by Robert Retallick: I move to approve the resolution authorizing tax refunds.

Discussion: none.

Motion passed unanimously

10. Public Participation
Catherine Dinsmore asked questions about the appointment of members to the Boards and Commissions. Ms. Dinsmore commented about the last two Planning & Zoning meetings. Ms. Dinsmore talked about budget figures not being attached to the meeting minutes.

Al Mickel, 95 Woodvine Avenue asked a question about the insurance claim for the roofs in regards to the funds.

Chair Mary Ann Rosa answered the contractor has already been paid and this is reimbursement to us. You don’t get that second payment until the work is done and paid for; it is reimbursement.

Denise Russ, 135 Porter Street asked if the council would consider going out to bid for the Town Attorney.

Katherine Camara, 31 Cottage Place asked questions about commission appointments in regards to background and qualifications.

Chair Mary Ann Rosa answered they are appointed by their political committee. The majority of the appointments are made in January and we can ask the next time around if there could be a couple of sentences about each person appointed.
Katherine Camara asked questions on the timeframe for implementation of the new software and for the audit.

Ms. Rosa advised Ms. Camara that she would obtain and send her the answers for the questions on the software.

Ms. Camara made comments about the Town Council public participation policy.

11. Adjournment.

Motion: Ken Demirs seconded by Robert Desena: to adjourn the Regular Meeting at 7:28 p.m.

Motion passed unanimously

Respectfully submitted,

_______________________
Mary Ann Rosa, Chair
Watertown Town Council

Approved: ___________________

Susan King, Clerk
### Tax Refunds Listing:

<table>
<thead>
<tr>
<th>Bill</th>
<th>Name</th>
<th>Address</th>
<th>City/State/Zip</th>
<th>Prop Loc/Vehicle Info.</th>
<th>Reason</th>
<th>Tax</th>
<th>Int</th>
<th>Fees</th>
<th>Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021-03-0051217</td>
<td>BARTLETT JOSHUA M</td>
<td>54 HART ST</td>
<td>WATERTOWN, CT 02020</td>
<td>1FTER4FH6LLA69570</td>
<td>Sec. 12-128 Refund of Taxes Erroneously 1</td>
<td>146.07</td>
<td>6.57</td>
<td></td>
<td>152.64</td>
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<tr>
<td>2022-02-0040320</td>
<td>DANIEL MOFFA</td>
<td>360 STATE ST A2609</td>
<td>NEW HAVEN, CT 06899</td>
<td>82 BUCKWHEAT HILL RD</td>
<td>Sec. 12-129 Refund of Excess Payments</td>
<td>63.03</td>
<td>3.78</td>
<td></td>
<td>66.81</td>
</tr>
<tr>
<td>2021-03-0054897</td>
<td>DAYTON CONSTRUCTION COM.</td>
<td>146 BUNKER HILL RD</td>
<td>WATERTOWN, CT 02020</td>
<td>1FTER4FH6LLA69570</td>
<td>Sec. 12-129 Refund of Excess Payments</td>
<td>154.83</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2022-03-0057552</td>
<td>FULTON TYLER D</td>
<td>100 HILLTOP RD</td>
<td>WATERTOWN, CT 02020</td>
<td>1GCGTCE32G1270202</td>
<td>Sec. 12-128 Refund of Taxes Erroneously 2</td>
<td>645.30</td>
<td></td>
<td></td>
<td>645.30</td>
</tr>
<tr>
<td>2022-03-0059506</td>
<td>HONDA LEASE TRUST</td>
<td>11675 GREAT OAKS WAY</td>
<td>ALPHARETTA, GA 32020</td>
<td>2HKRWZ784H764729</td>
<td>Sec. 12-129 Refund of Excess Payments</td>
<td>191.58</td>
<td></td>
<td></td>
<td>191.58</td>
</tr>
<tr>
<td>2021-03-0059433</td>
<td>HUGHES CHRISTOPHER D</td>
<td>86 WESTVIEW DRIVE</td>
<td>OAKVILLE, CT 06779</td>
<td>1GCGTDEN9H1252338</td>
<td>Sec. 12-129 Refund of Excess Payments</td>
<td>318.41</td>
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<td></td>
<td>318.41</td>
</tr>
<tr>
<td>2022-03-0060494</td>
<td>KARAMAVROS HARALAMBOS</td>
<td>49 PROSPECT ST</td>
<td>WATERTOWN, CT 02020</td>
<td>3FADP4F788M124261</td>
<td>Sec. 12-129 Refund of Excess Payments</td>
<td>51.16</td>
<td></td>
<td></td>
<td>51.16</td>
</tr>
<tr>
<td>2021-03-0063298</td>
<td>MENDES MARIA M</td>
<td>69 SPRING GARDEN AVE</td>
<td>WATERBURY, CT 06701</td>
<td>1548R8CC1B3354199</td>
<td>Sec. 12-126 Tangible Personal Property</td>
<td>169.00</td>
<td>28.40</td>
<td>5.00</td>
<td>202.40</td>
</tr>
<tr>
<td>2022-03-0067553</td>
<td>ROSSI RICHARD O</td>
<td>239 CHARTER OAK DR</td>
<td>WATERTOWN, CT 02020</td>
<td>1G1Y36W785118983</td>
<td>Sec. 12-129 Refund of Excess Payments</td>
<td>30.74</td>
<td></td>
<td></td>
<td>30.74</td>
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<tr>
<td>2022-03-0070624</td>
<td>VAULT TRUST</td>
<td>PO BOX 9001951</td>
<td>LOUISVILLE, KY 40201</td>
<td>1C4PJM4K0259449</td>
<td>Sec. 12-129 Refund of Excess Payments</td>
<td>499.69</td>
<td></td>
<td></td>
<td>499.69</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,005.68</td>
<td>47.51</td>
<td>5.00</td>
<td>3,058.19</td>
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</table>
### Watertown Public Schools
#### FY24 Operating Budget
**YTD 10.31.23**

<table>
<thead>
<tr>
<th>Object Code</th>
<th>Description</th>
<th>Budget</th>
<th>Actuals - YTD</th>
<th>Balance</th>
<th>Encumbrances</th>
<th>FY23 $ Variance</th>
<th>FY23 % Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>111</td>
<td>Certified Staff</td>
<td>$23,323,770</td>
<td>$5,931,925</td>
<td>$17,391,845</td>
<td>$17,518,558</td>
<td>($126,713)</td>
<td>-0.54%</td>
</tr>
<tr>
<td>112</td>
<td>Non-Certified / Other Salaries</td>
<td>$7,763,091</td>
<td>$2,034,228</td>
<td>$5,728,863</td>
<td>$5,330,122</td>
<td>$398,741</td>
<td>5.14%</td>
</tr>
<tr>
<td>200</td>
<td>Employee Benefits</td>
<td>$9,493,268</td>
<td>$4,005,304</td>
<td>$5,487,964</td>
<td>$4,409,719</td>
<td>$1,078,245</td>
<td>11.36%</td>
</tr>
</tbody>
</table>

**Salaries & Benefits**

$40,580,129 | $11,971,458 | $26,608,671 | $27,258,918 | $1,350,772 | 3.38%          |

| 510         | Professional / Technical Services  | $2,540,918 | $382,379     | $2,158,539  | $1,588,418    | $570,120        | 22.44%          |
| 318         | Legal Counsel                      | $80,000    | $21,615      | $58,385     | $58,385       | 0                | 0.00%           |
| 322         | Inservice Training                 | $10,000    | $2,579       | $7,421      | 0              | $7,421          | 74.21%          |

**Purchased Services**

$2,630,918 | $406,573 | $2,224,345 | $1,664,804 | $977,541 | 21.95%          |

| 410         | Utilities (Elec, Sewer, Water & Heat) | $1,403,101 | $341,917     | $1,061,184  | $1,032,013    | $29,171         | 2.08%           |
| 430         | Repairs & Maintenance               | $500,390   | $247,348     | $353,042    | $266,427      | $146,615        | 24.42%          |
| 440         | Lease Rental                        | $379,054   | $224,524     | $154,530    | $136,268      | $18,262         | 4.82%           |
| 450         | Construction Projects                | $75,000    | $667         | $74,333     | 0             | $74,333         | 98.84%          |
| 530         | Telephones & Software               | $228,500   | $92,545      | $135,955    | $142,758      | ($6,804)        | -2.98%          |

**Facilities**

$2,486,044 | $907,201 | $1,778,844 | $1,517,466 | $261,378 | 9.73%          |

| 510         | Pupil Traps                         | $2,885,973 | $262,081     | $2,623,892  | $1,350,469    | $1,273,423      | 44.12%          |
| 520         | Property & Liability Insurance      | $293,452   | $293,902     | $1,350      | $1,350        | 0.49%           |
| 539         | Field & Athletic Trips              | $103,608   | $8,547       | $95,061     | $10,177       | $84,883         | 81.93%          |
| 560         | Tuition                             | $3,357,283 | $549,222     | $2,808,061  | $2,192,551    | $615,509        | 18.33%          |
| 580         | Travel & Conferences                | $30,123    | $12,028      | $18,095     | $18,095       | 0.11%           |
| 810         | Dues & Fees                         | $184,345   | $104,039     | $80,316     | $16,533       | $63,782         | 34.60%          |

**Contracted Services**

$6,854,764 | $1,227,809 | $5,626,975 | $3,957,905 | $2,689,070 | 28.75%          |

| 611         | Supplies - Instructional            | $556,833   | $242,269     | $314,564    | $83,594       | $230,971        | 41.48%          |
| 613         | Supplies - Custodial Maintenance    | $196,100   | $83,480      | $112,620    | $94,221       | $18,089         | 9.20%           |
| 690         | Other Supplies                      | $220,025   | ($55,504)    | $275,529    | $264,459      | $71,070         | 32.30%          |
| 730         | Equipment                           | $232,236   | $214,581     | $17,254     | $41,834       | ($24,500)       | -10.58%         |

**Supplies & Equipment**

$1,205,134 | $485,567 | $719,567 | $424,106 | $295,499 | 24.52%          |

**CURRENT TOTALS:**

$53,957,069 | $14,998,627 | $38,958,442 | $34,484,680 | $4,523,761 | 8.38%          |