



**TOWN COUNCIL
WATERTOWN, CONNECTICUT**

**TUESDAY, JANUARY 2, 2024
REGULAR MEETING – 7:00 P.M.
MINUTES**

**WATERTOWN TOWN HALL
TOWN COUNCIL CHAMBERS
61 ECHO LAKE RD.
WATERTOWN, CT 06795**

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

6. Chairman's Report – none.

7. Subcommittee Reports.
 - a. Finance – Jonathan Ramsay, Chair – none.
 - b. Ordinance – Anthony DiBona, Chair – none.
 - c. Public Works – Robert Retallick, 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 RESOVED, 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:

Bill	Name	Address	City/State/Zip	Prop Loc/Vehicle Info.	Reason	Tax	Int	Fees	Refund
2021-03-0051217	BARTLETT JOSHUA M	54 HART ST	WATERTOWN, CT	2020/1FTER4FH6LLA69570	Sec. 12-128 Refund of Taxes Erroneously	146.07	6.57	-	152.64
2022-03-0051229	BARTLETT JOSHUA M	54 HART ST	WATERTOWN, CT	2020/1FTER4FH6LLA69570	Sec. 12-128 Refund of Taxes Erroneously	146.07	8.76	-	154.83
2022-02-0040320	DANIEL MOFFA	360 STATE ST A2609	NEW HAVEN, CT	0682 BUCKWHEAT HILL RD	Sec. 12-129 Refund of Excess Payments	63.03	3.78	-	66.81
2022-03-0054897	DAYTON CONSTRUCTION COM	146 BUNKER HILL RD	WATERTOWN, CT	2007/L90FV68240	Sec. 12-129 Refund of Excess Payments	158.40	-	-	158.40
2021-03-0057317	FULTON TYLER D	100 HILLTOP RD	WATERTOWN, CT	2016/1GCGTCE32G1270202	Sec. 12-128 Refund of Taxes Erroneously	645.30	-	-	645.30
2022-03-0057552	FULTON TYLER D	100 HILLTOP RD	WATERTOWN, CT	2016/1GCGTCE32G1270202	Sec. 12-128 Refund of Taxes Erroneously	586.23	-	-	586.23
2022-03-0059506	HONDA LEASE TRUST	11675 GREAT OAKS WAY	ALPHARETTA, GA	32020/2HKRW2H8XLH674286	Sec. 12-129 Refund of Excess Payments	191.58	-	-	191.58
2021-03-0059433	HUGHES CHRISTOPHER D	86 WESTVIEW DRIVE	OAKVILLE, CT	06777 2017/1GCGTDEN9H1252336	Sec. 12-129 Refund of Excess Payments	318.41	-	-	318.41
2022-03-0060494	KARAMAVROS HARALAMBOS	49 PROSPECT ST	WATERTOWN, CT	2011/3FADP4FJ7BM124261	Sec. 12-129 Refund of Excess Payments	51.16	-	-	51.16
2021-03-0063298	MENDES MARIA M	69 SPRING GARDEN AVE	WATERBURY, CT	062011/4S4BRBCC1B3354199	Sec. 12-126 Tangible Personal Property	169.00	28.40	5.00	202.40
2022-03-0067553	ROSSI RICHARD O	239 CHARTER OAK DR	WATERTOWN, CT	2008/1G1YY36W785118983	Sec. 12-129 Refund of Excess Payments	30.74	-	-	30.74
2022-03-0070624	VAULT TRUST	PO BOX 9001951	LOUISVILLE, KY	4022019/1C4PJMLN4KD259449	Sec. 12-129 Refund of Excess Payments	499.69	-	-	499.69
TOTAL						3,005.68	47.51	5.00	3,058.19

Board of Education Report – Attachment

Watertown Public Schools
 FY24 Operating Budget
 YTD 10.31.23

Object Code	Description	Budget	Actuals - YTD	Balance	Encumbrances	FY23 \$ Variance	FY23 % Variance
111	Certified Staff	\$23,323,770	\$5,931,925	\$17,391,845	\$17,518,558	(\$126,713)	-0.54%
112	Non-Certified / Other Salaries	\$7,763,091	\$2,034,228	\$5,728,863	\$5,330,122	\$398,741	5.14%
200	Employee Benefits	\$9,493,268	\$4,005,304	\$5,487,964	\$4,409,719	\$1,078,245	11.36%
	Salaries & Benefits	\$40,580,129	\$11,971,458	\$28,608,671	\$27,258,398	\$1,350,273	3.33%
310	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	\$1,646,804	\$577,541	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	\$600,390	\$247,348	\$353,042	\$206,427	\$146,615	24.42%
440	Lease Rental	\$379,054	\$224,524	\$154,530	\$136,268	\$18,262	4.82%
450	Construction Projects	\$75,000	\$867	\$74,133	\$0	\$74,133	98.84%
530	Telephones & Software	\$228,500	\$92,545	\$135,955	\$142,758	(\$6,804)	-2.98%
	Facilities	\$2,686,044	\$907,201	\$1,778,844	\$1,517,466	\$261,378	9.73%
510	Pupil Trnsprt	\$2,885,973	\$262,081	\$2,623,892	\$1,350,469	\$1,273,423	44.12%
520	Property & Liability Insurance	\$293,452	\$291,902	\$1,550	\$110	\$1,440	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	\$18,064	\$32	0.11%
810	Dues & Fees	\$184,345	\$104,029	\$80,316	\$16,533	\$63,782	34.60%
	Contracted Services	\$6,854,784	\$1,227,809	\$5,626,975	\$3,587,905	\$2,039,070	29.75%
611	Supplies - Instructional	\$556,833	\$242,269	\$314,564	\$83,594	\$230,971	41.48%
613	Supplies-Custodial Maintenance	\$196,100	\$83,840	\$112,260	\$94,221	\$18,039	9.20%
690	Other Supplies	\$220,025	(\$55,504)	\$275,529	\$204,459	\$71,070	32.30%
730	Equipment	\$232,236	\$214,981	\$17,254	\$41,834	(\$24,580)	-10.58%
	Supplies & Equipment	\$1,205,194	\$485,587	\$719,607	\$424,108	\$295,499	24.52%
CURRENT TOTALS:		\$53,957,069	\$14,998,627	\$38,958,442	\$34,434,680	\$4,523,761	8.38%