



**TOWN COUNCIL  
WATERTOWN, CONNECTICUT**

**MONDAY, MARCH 4, 2024  
REGULAR MEETING – 7:00 P.M.**

**AGENDA**

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

1. Call Meeting to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Recognitions
5. Minutes.
  - a. February 20, 2024 – Regular Meeting
  - b. February 27, 2024 – Special Meeting
6. Chairman's Report
  - a. Correspondence.
7. Subcommittee and Liaison Reports
  - a. Ordinance – Anthony DiBona, Chair
  - b. Public Works – Robert Retallick, Chair
  - c. Elderly Tax Relief- Jonathan Ramsay, Chair
8. Town Manager's Report.
9. New Business.
  - a. Finance Subcommittee – Fiscal Year 2024-2025 Budget Reviews
    1. Social Services (pg. 18)
    2. Parks (pg. 18)
    3. Recreation (pg. 20)
    4. Senior Center (pg. 21)

5. Crestbrook (pg 24)
6. Finance (pg. 1)
7. Tax Collector (pg. 2)
8. Assessor (pg. 2)
9. Information Technology -IT, (pg.3)
10. Debt Service

- b. Consider appointments to boards and commissions.
- c. Consider a appropriation from the General Fund in the amount of \$15,986 for the purchase of Junior Fire Corp uniforms. Funds received for the purchase of the uniforms through a SAFER Grant from FEMA.
- d. Consider a resolution authorizing an appropriation of \$8,835.24 for tax refunds.
- e. Consider a resolution authorizing tax refunds.

10. Public Participation.

11. Adjournment.

**THIS MEETING WILL BE AN IN-PERSON MEETING AND WILL ALSO BE AVAILABLE  
VIA ZOOM IN LISTEN ONLY MODE**

**A LINK WILL BE POSTED ON THE DAY OF THE MEETING  
PLEASE SEE [WWW.WATERTOWNCT.ORG](http://WWW.WATERTOWNCT.ORG) UNDER THE CALENDAR OF MEETINGS**



**TOWN OF WATERTOWN CONN.**  
OFFICE OF THE TOWN MANAGER  
Watertown Town Hall • 61 Echo Lake Road •  
Tel: 860.945.5255 • Fax: 860.945.4974 • www

Town Council  
March 4, 2024  
Item: INFO

**MEMORANDUM**

**To:** All Town of Watertown Staff

**From:** Mark A. Raimo, Town Manager 

**Date:** February 28, 2024

**Subject:** Reminder Regarding Interactions with Residents and Customers

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Dear Team,

I am writing to bring to your attention an important aspect of our interactions with the residents and customers associated with the business of the Town of Watertown. While our focus may often be on delivering information or addressing issues, it's crucial to consider not just what is being said, but also how the message may be received.

As we navigate through these daunting economic times, it's essential to recognize that many families or individuals within our community may be facing challenges and struggles. While our intentions may be to convey facts or policies, the delivery of our message can significantly impact the reputation of our organization and the well-being of those we serve.

I understand that sometimes it may seem unnecessary to be overly mindful of our communication approach, but a small shift in tone or phrasing can make a world of difference in how our message is perceived. We must remember that our mission at the Town of Watertown is to strive to be Litchfield County's most citizen/employee-centric town.

Our goal is to create an environment where citizens, businesses, and employees alike feel valued and respected. This means not only providing efficient services

and ensuring fiscal responsibility but also fostering a sense of empathy and understanding in our interactions.

Each interaction we have, whether it's a phone call, an email, or a face-to-face encounter, is an opportunity to embody our mission and demonstrate our commitment to being a town where all can count on engaging schools, a safe community, and above all, compassionate and respectful service.

I understand that it may seem like a small reminder, but I believe it's essential for us to reflect on the impact of our communication and ensure that we are upholding the values of our organization in every interaction.

Thank you for your attention to this matter, and for your dedication to serving the residents and customers of the Town of Watertown.



TOWN OF WATEI

FIRE DEPARTM.  
935 MAIN STRE  
WATERTOWN, CONNECTIC

(860) 945-5220  
FAX-(860)-945-5223

Town Council  
March 4, 2024  
Agenda Item 9 (c)

JAMES DEMAREST, JR  
Deputy Chief

DAVID BROMLEY  
Chief

## Management Memo

Town Council Agenda  
February 20, 2024  
Item - 9(d)

To: Sue Zappone, Finance Director  
From: Chief David Bromley  
CC:  
Date: February 14, 2024  
Subject: Reimbursement for Protective Clothing for Junior Corp members of the Fire Department from SAFER Grant

The following reimbursement was received by the finance department on February 14, 2024 for expenditures from the Fire department Uniform/Protective Clothes account.

Protective Clothing for (8) Junior Corp. members of the Fire Department

\$15,986.00 – 10/19/2023 for purchase order #23241435

Please appropriate the aforementioned amount totaling \$15,986.00 to the fire department Uniform/Protective Clothes account

010-50450-018-0000-9010



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 item to expend the funds.

NOW THEREFORE BE IT RESOLVED, that the Town Council appropriates \$8,835.24 to line item 010-50341-043-0102 from the General Fund for tax refunds.

Dated at Watertown, Connecticut this 4<sup>th</sup> day of March, 2024.

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Mary Ann Rosa, Chair  
Watertown Town Council

At a regular meeting of the Watertown Town Council held on March 4, 2024 the foregoing resolution was moved for adoption by Councilman/Councilwoman \_\_\_\_\_.  
The motion was supported by Councilman/Councilwoman \_\_\_\_\_.

Motion declared adopted.

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Susan King, Clerk  
Watertown Town Council

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## RESOLUTION

WHEREAS, taxpayers have made applications for property tax refunds in accordance with C.G.S. Section 12-129 *Refunds 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 4<sup>th</sup> day of March 2024.

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Mary Ann Rosa, Chair  
Watertown Town Council

At a regular meeting of the Watertown Town Council held on March 4, 2024 the foregoing resolution was moved for adoption by Councilman/Councilwoman \_\_\_\_\_.  
The motion was supported by Councilman/Councilwoman \_\_\_\_\_.

Motion declared adopted.

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Susan King, Clerk

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**ACTION TAKEN BY THE TOWN COUNCIL:**

At a regular meeting of the Town Council held on \_\_\_\_\_ day of \_\_\_\_\_ 2024, it was authorized to refund property taxes, interest, and fees amounting to \$ \_\_\_\_\_ to the below applicants.

Name	Address	City/State/Zip	Prop Loc/Vehicle Info.	Reason	Tax	Int	Fees	Refund
CONLON PATRICIA	230 CHIMNEY RD	WATERTOWN, CT	230 CHIMNEY RD	Sec 12-129 Refund of Excess payments (DU	846.38	-	-	846.38
COX EDWARD M & CAROL A	129 EDGE RD	WATERTOWN, CT	129 EDGE RD	Sec. 12-129 Refund of Excess Payments.	644.09	-	-	644.09
COX EDWARD M & CAROL A	129 EDGE RD	WATERTOWN, CT	129 EDGE RD	Sec. 12-129 Refund of Excess Payments.	651.19	-	-	651.19
HARDT DIANE S	935 BUCKINGHAM ST APT	WATERTOWN, CT	2005/JF1SG67675H746977	Sec. 12-81 (20) Servicemen Having Disabili	32.46	-	-	32.46
ARONHEIM LINDSAY	357 RIDGE RD	ORANGE, CT 06477	2017/1C4BJWDG9HL663903	Sec. 12-126 Tangible Personal Property Ass	519.85	23.39	5.00	548.24
COX EDWARD M & CAROL A	129 EDGE RD	WATERTOWN, CT	129 EDGE RD	Sec. 12-129 Refund of Excess Payments.	686.97	-	-	686.97
CORELOGIC REAL ESTATE TAX	PO BOX 9202	COPPELL, TX 75015	542 DAVIS ST	Sec. 12-129 Refund of Excess Payments.	595.90	-	-	595.90
CONLON PATRICIA A	230 CHIMNEY RD	WATERTOWN, CT	230 CHIMNEY RD	Sec 12-129 Refund of Excess payments (DU	451.36	-	-	451.36
VENTRESCA RAYMOND & AGN	665 FRENCH ST	WATERTOWN, CT	665 FRENCH ST	Sec. 12-128 Refund of Taxes Erroneously C	221.16	-	-	221.16
ACAR LEASING LTD	PO BOX 1990	FORT WORTH, TX	2019/1GYFZBR40KF203627	Sec. 12-129 Refund of Excess Payments - A	768.65	-	-	768.65
ARONHEIM LINDSAY	357 RIDGE RD	ORANGE, CT 06477	2017/1C4BJWDG9HL663903	Sec. 12-126 Tangible Personal Property Ass	673.87	30.32	5.00	709.19
BARCIAL ROWENA R	18 EVELYN ST	OAKVILLE, CT 0677	2007/5FNRL38257B023291	Sec. 12-129 Refund of Excess Payments.	24.35	-	-	24.35
CCAP AUTO LEASE LTD	1601 ELM ST	DALLAS, TX 75201	2019/3C4NJDBB4KT711909	Sec. 12-129 Refund of Excess Payments - A	421.39	-	-	421.39
CCAP AUTO LEASE LTD	1601 ELM ST	DALLAS, TX 75201	2020/1C4RJFAG4LC195090	Sec. 12-129 Refund of Excess Payments - A	187.46	-	-	187.46
HARDT DIANE S	935 BUCKINGHAM ST D7	WATERTOWN, CT	2005/JF1SG67675H746977	Sec. 12-81 (20) Servicemen Having Disabili	32.46	-	-	32.46
SETARO ANTHONY G	102 WINDING BROOK FAR	WATERTOWN, CT	2006/1FTWW31P36ED77102	Sec. 12-129 Refund of Excess Payments - A	105.92	-	-	105.92
CRABTREE AUTOMOTIVE LLC	PO BOX 111	MILFORD, CT 0646	2023/5YFS4MCE2PP143317	Sec. 12-129 Refund of Excess Payments - A	136.11	-	-	136.11
JOHNSON JEREMI	375 WOODBURY RD U 1	WATERTOWN, CT	2023/5UXCY8C07P9P64965	Sec. 12-128 Refund of Taxes Erroneously C	1,686.43	-	-	1,686.43
MATHEWS ROBERT C	893 PARD RD	WATERTOWN, CT	2015/1HGCR2F39FA129939	Sec 12-129 Refund of Excess payments (DU	85.53	-	-	85.53
					8,771.53	53.71	10.00	8,835.24

Susan King, Clerk of the Town Council



Town Council  
 March 4, 2024  
 Item 9 (2a)(10)

## DEBT SERVICE FUND 220

Account	Description	FY 2023-2024 Budget	As of 2/27/2024 YTD Transactions	Balance	FY 2024-2025 Department Request	FY 2024-2025 Town Managers Recommended
220.50620.049.3143.9220	2023 BOND	-	195,750	-	446,416	446,416
<b>TOTAL</b>			<b>195,750</b>		<b>446,416</b>	<b>446,416</b>

## DEBT SERVICE FUND 220 REVENUE

Account	Description	FY 2023-2024 Budget	As of 2/27/2024 YTD Transactions	Balance	FY 2024-2025 Department Request	FY 2024-2025 Town Managers Recommended
220.40616.460.0000.0000	BOND PREMIUM	-	195,750	-	446,416	446,416
<b>TOTAL</b>			<b>195,750</b>		<b>446,416</b>	<b>446,416</b>