



**TOWN COUNCIL
WATERTOWN, CONNECTICUT**

MONDAY, JUNE 6, 2022

**SPECIAL TOWN MEETINGS – 6:30 P.M. AND 6:45 P.M.
REGULAR MEETING – 7:00 P.M.
AGENDA**

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

**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 UNDER THE CALENDAR OF MEETINGS**

1. Call Meeting to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Public Comment.
5. Minutes.
 - a. Regular Meeting- May 16, 2022
6. Chairman's Report
 - a. Correspondence.
7. Town Manager's Report.
8. Subcommittee Reports.

9. New Business.

- a. Consider a resolution setting the mill rate to levy taxes on motor vehicles for Fiscal Year 2022-2023.
- b. Consider an appropriation from the General Fund in the amount of \$6,422.02 for Police overtime. Funds received from the Federal Drug Enforcement Administration as reimbursement for participation in drug enforcement activities.
- c. Consider an appropriation from the General Fund in the amount of \$7,308.52 for Police overtime. Funds received from the State Connecticut Department of Transportation for distracted driving and high visibility enforcement.
- d. Consider an appropriation from the General Fund in the amount of \$2,604.42 for Police overtime. Funds received from the FBI as reimbursement for participation in gang task force activities.
- e. Consider a bid waiver for the purchase of an upgrade to the current Supervisory Control and Data Acquisition (SCADA) system software for the Water and Sewer Department. SCADA system to be provided by Integrated Control Systems for an amount not to exceed \$32,990.
- f. Consider a resolution authorizing the transfer of funds between line items for Fiscal Year 2021-2022.
- g. Consider a resolution authorizing an appropriation of \$2,486.26 for tax refunds.
- h. Consider a resolution authorizing tax refunds.

10. Adjournment.

Written comments can be submitted in writing to towncouncil@watertownct.org
Or mailed to: Watertown Town Council
61 Echo Lake Road, Watertown, CT 06795



WATERTOWN, CT
TOWN CLERKS OFFICE
RECEIVED FOR RECORD

2022 MAY 26 PM 4:07

WARNING AND NOTICE
TOWN OF WATERTOWN, CONNECTICUT
SPECIAL TOWN MEETING

Lisa Dalton
TOWN CLERK

June 6, 2022

The legal voters of the Town of Watertown and those entitled to vote in Town Meeting are hereby WARNED AND NOTIFIED of a Special Town Meeting to be held on Monday, June 6, 2022 at 6:30 p.m. at Watertown Town Hall, Town Council Chambers, 61 Echo Lake Rd. Watertown to consider the appropriation of \$110,100 from the General Fund for police special duty services. Funds are offset by the revenue from vendors to which police services are supplied.

A link to view the special town meeting will be posted on the Town of Watertown website www.watertownct.org by 4:00 p.m. on the date of the meeting.

Anyone wishing to vote at the Special Town Meeting must attend in person.

Anyone wishing to provide comments for the meeting may do so by emailing towncouncil@watertownct.org or by mail to Watertown Town Council, 61 Echo Lake Rd., Watertown, CT 06795 and must be received by 2:00 p.m. June 3, 2022.

If you require a translator, or accommodations for a hearing impairment or other accommodation, contact the Town of Watertown at 860-945-5255.

Dated at Watertown, Connecticut this 26th day of May, 2022.

Mark A. Raimo
Mark A. Raimo, Town Manager

RETURN OF
WARNING AND NOTICE
TOWN OF WATERTOWN, CONNECTICUT
SPECIAL TOWN MEETING


I hereby certify that on May 26, 2022 I left a duplicate copy of the attached WARNING AND NOTICE of a Special Town Meeting of the Town of Watertown, Connecticut, to be held on June 6, 2022 with Sherry Cosmos, Assistant Town Clerk.

I further certify that on May 26, 2022 I caused a copy of said Warning and Notice to be published in the *WATERBURY REPUBLICAN AMERICAN* Newspaper which has a substantial circulation in said Town and placed upon the Town of Watertown website under Legal Notices.

I further certify that on May 26, 2022 I caused to be set upon the signpost nearest the office of the Town Clerk and all other places with signposts designated by the Town, a written copy of said Warning and Notice signed by me as Town Manager.

I further certify that all the above acts were done at least five (5) days before the holding of the Special Town Meeting on June 6, 2022.

Dated at Watertown, Connecticut this 26th day of May, 2022

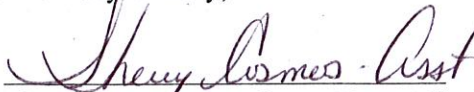


Mark A. Raimo
Town Manager

TOWN CLERK'S CERTIFICATION
AS TO WARNING AND RETURN OF WARNING

I hereby certify that the attached WARNING AND NOTICE of the foregoing RETURN OF WARNING are duly recorded in the records of the Town of Watertown, Connecticut and that Mark A. Raimo was Town Manager of the Town of Watertown on the date the WARNING and RETURN OF WARNING were signed.

Dated at Watertown, Connecticut this 26th day of May, 2022.



Sherry Cosmos, Assistant Town Clerk

WATERTOWN, CT
TOWN CLERKS OFFICE
RECEIVED FOR RECORD

2022 MAY 26 PM 4:07



**WARNING AND NOTICE
TOWN OF WATERTOWN, CONNECTICUT
SPECIAL TOWN MEETING**

Lisa Dalton
TOWN CLERK

June 6, 2022

The legal voters of the Town of Watertown and those entitled to vote in Town Meeting are hereby WARNED AND NOTIFIED of a Special Town Meeting to be held on Monday, June 6, 2022 at 6:45 p.m. at Watertown Town Hall, Town Council Chambers, 61 Echo Lake Rd. Watertown to consider the appropriation of \$204,235 from the General Fund for emergency road repairs on Echo Lake Road.

A link to view the special town meeting will be posted on the Town of Watertown website www.watertownct.org by 4:00 p.m. on the date of the meeting.

Anyone wishing to vote at the Special Town Meeting must attend in person.

Anyone wishing to provide comments for the meeting may do so by emailing towncouncil@watertownct.org or by mail to Watertown Town Council, 61 Echo Lake Rd., Watertown, CT 06795 and must be received by 2:00 p.m. on June 3, 2022.

If you require a translator, or accommodations for a hearing impairment or other accommodation, contact the Town of Watertown at 860-945-5255.

Dated at Watertown, Connecticut this 26th day of May, 2022.

Mark A. Raimo
Mark A. Raimo, Town Manager *hr*

RETURN OF
WARNING AND NOTICE
TOWN OF WATERTOWN, CONNECTICUT
SPECIAL TOWN MEETING

I hereby certify that on May 26, 2022 I left a duplicate copy of the attached WARNING AND NOTICE of a Special Town Meeting of the Town of Watertown, Connecticut, to be held on June 6, 2022 with Sherry Cosmos, Assistant Town Clerk.

I further certify that on May 26, 2022 I caused a copy of said Warning and Notice to be published in the *WATERBURY REPUBLICAN AMERICAN* Newspaper which has a substantial circulation in said Town and placed upon the Town of Watertown website under Legal Notices.

I further certify that on May 26, 2022 I caused to be set upon the signpost nearest the office of the Town Clerk and all other places with signposts designated by the Town, a written copy of said Warning and Notice signed by me as Town Manager.

I further certify that all the above acts were done at least five (5) days before the holding of the Special Town Meeting on June 6, 2022.

Dated at Watertown, Connecticut this 26th day of May, 2022.


Mark A. Raimo
Town Manager

TOWN CLERK'S CERTIFICATION
AS TO WARNING AND RETURN OF WARNING

I hereby certify that the attached WARNING AND NOTICE of the foregoing RETURN OF WARNING are duly recorded in the records of the Town of Watertown, Connecticut and that Mark A. Raimo was Town Manager of the Town of Watertown on the date the WARNING and RETURN OF WARNING were signed.

Dated at Watertown, Connecticut this 26th day of May, 2022.


Sherry Cosmos, Assistant Town Clerk

Watertown Affordable Housing Survey

The Town of Watertown Affordable Housing Work Group is seeking your input for the development of an Affordable Housing Plan for the Town.

This plan is meant to identify and recommend measures the town might take to increase Watertown's affordable housing stock over the next 5 years.

Section 8-30g of the Connecticut General Statutes is meant to encourage towns with less than 10 percent of their housing stock considered "affordable" to develop some more.

The goal is to increase the affordable housing stock from its current 5% affordability to 10% affordability.

Currently only 454 dwelling units owned and rentals out of 9,096 are considered affordable.

Financial experts advise spending no more than 30 percent of household income on mortgage or rent, a difficult task given the high costs of housing.

"Affordable Housing" is housing with a monthly cost of less than 30% for households earning 80% or less of the area median income. Median income refers to the income level where half of the households earn more and half earn less.

For Watertown, this means that a household of two earning \$71,550 per year would have a housing budget of no more than \$1,788.75 per month.

The following questions ask your thoughts about current housing options in the Town of Watertown, affordable housing in general, and more specifically, the type of housing Watertown needs now and in the next ten years. All responses are anonymous, so please answer as many questions as you would like. Thank you for your time and interest in this survey.

1. 1. Are you concerned with the overall cost of housing in Watertown?

Mark only one oval.

☐ Yes

☐ No

☐ Unsure

2. 2. Do you think that the current housing costs in Watertown are affordable for the average resident?

Mark only one oval.

- ☐ Yes
☐ No
☐ Unsure

3. 3. Do you think that the current housing options available in Watertown fit existing residents' needs?

Mark only one oval.

- ☐ Yes
☐ No
☐ Unsure

4. 4. Do you think that the current housing options available in Watertown will be able to satisfy future residents' needs?

Mark only one oval.

- ☐ Yes
☐ No

5. 5. Do you think increasing the housing options in Watertown would positively impact the Town, negatively impact the Town, or not have much effect on the Town?

Mark only one oval.

- ☐ Positively impact the Town
- ☐ Negatively impact the Town
- ☐ Not have much effect on the Town
- ☐ Unsure

6. 6. Watertown should: (multiple answers allowed)

Check all that apply.

- ☐ Expand options for senior citizens to remain in town
- ☐ Support home ownership by young residents
- ☐ Assist low-income residents with home maintenance and rehabilitation
- ☐ None of the above
- ☐ Other:

7. 7. If you think more housing options are needed in Watertown, for whom do you think they are most needed? (Select top 3)

Check all that apply.

- ☐ Seniors (65+)
- ☐ Young Professionals
- ☐ In-Town Workers (Including teachers and volunteer Fire Department members)
- ☐ Young Families
- ☐ Second Home/Vacation Home
- ☐ I do not believe we need more housing options
- ☐ Other:

8. 8. What housing types are needed in Watertown? (multiple answers allowed)

Check all that apply.

- ☐ Single family homes on large lots of around 2.5 acres
- ☐ Single family homes on moderate lots of around 1 acre
- ☐ Single family homes on small lots of less than a fifth of an acre
- ☐ Townhomes
- ☐ Condominiums
- ☐ Accessory apartments within existing single-family properties
- ☐ Studio or 1-bedroom apartments
- ☐ 2-3 bedroom apartments
- ☐ Apartments above Retail/Office uses
- ☐ Conversion of existing large homes into multifamily

9. 9. What are the largest potential obstacles to the development of more housing options in Watertown? (multiple answers allowed)

Check all that apply.

- ☐ Local attitudes opposed to more housing (public resistance)
- ☐ Overall housing market
- ☐ Cost of land
- ☐ Cost of Construction
- ☐ Not having public utilities (sewer and/or water)
- ☐ Environmental constraints (wetlands, ledge/rock, floodplain, etc.)
- ☐ Other:

10. 10. Have you, or someone you know in Watertown, had difficulty paying their rent or mortgage within the past 24 months?

Mark only one oval.

☐ Yes

☐ No

11. 11. If you answered yes, was the difficulty related to COVID?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ I do not know anyone who had difficulty paying their rent or mortgage within the past 24 months

12. 12. When you hear the term 'affordable housing,' what comes to mind?

13. 13. Choose the opinion that best fits your view.

Mark only one oval.

- ☐ I strongly support more affordable housing in town
- ☐ I somewhat support more affordable housing in town
- ☐ I do not support or oppose more affordable housing in town
- ☐ I somewhat oppose more affordable housing in town
- ☐ I strongly oppose more affordable housing in town

14. 14. Are there any other additional thoughts about affordable housing you would like to share?

15. 15. What is your age group?

Mark only one oval.

- ☐ 17 or younger
- ☐ 18-24
- ☐ 25-34
- ☐ 25-44
- ☐ 45-54
- ☐ 55-64
- ☐ 65+
- ☐ Prefer not to answer

16. Do you live in Watertown year-round?

Mark only one oval.

- ☐ I live in Watertown year-round
- ☐ I live in Watertown for part of the year
- ☐ I do not live in Watertown

17. Do you work in Watertown?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Retired
- ☐ Other:

18. Do you rent or own your residence?

Mark only one oval.

- ☐ Own
- ☐ Rent
- ☐ Prefer not to answer
- ☐ Other: _____

19. Please indicate which annual household income range you currently fall under.
Note: Household income measures the combined incomes of all people sharing a particular household or place of residence and includes very form of income.

Mark only one oval.

- ☐ Between \$0 and \$25,000
- ☐ Between \$25,001 and \$50,000
- ☐ Between \$50,001 and \$100,000
- ☐ Between \$100,001 and \$200,000
- ☐ Over \$200,000
- ☐ Prefer not to answer

20. How many people, including yourself, live in your household?

Mark only one oval.

- ☐ 1 person
- ☐ 2 people
- ☐ 3 people
- ☐ 4 people
- ☐ 5+ people

JAHANA HAYES
5TH DISTRICT, CONNECTICUT

1415 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, D.C. 20515
(202) 225-4176

108 BANK STREET
SECOND FLOOR
WATERBURY, CT 06702
(860) 223-8412

<https://hayes.house.gov>



Congress of the United States
House of Representatives
Washington, DC 20515

COMMITTEE ON EDUCATION AND LABOR

SUBCOMMITTEE ON EARLY CHILDHOOD,
ELEMENTARY, AND SECONDARY EDUCATION

SUBCOMMITTEE ON CIVIL RIGHTS AND
HUMAN SERVICES

COMMITTEE ON AGRICULTURE

SUBCOMMITTEE ON NUTRITION, OVERSIGHT,
AND DEPARTMENT OPERATIONS

SUBCOMMITTEE ON LIVESTOCK AND
FOREIGN AGRICULTURE

May 27, 2022

Town Council Agenda
June 6, 2022
Item: 7

Sergeant Jason D'Andrea
Watertown Police Department
195 French Street
Watertown, CT 06795

Dear Sergeant D'Andrea,

Thank you for submitting a Community Project Funding request to my office for consideration. My office received many worthwhile requests, however, each member office is only allowed to submit 15 requests to the House Appropriations Committee.

After careful consideration, **I have recommended your request for funding for Communications Upgrades for the Watertown Police Department to the Appropriations Committee.**

As more information from the becomes available, I will share updates.

Thank you for your continued work to support the people of Watertown and our state.

Sincerely,

Jahana Hayes
Member of Congress

JAHANA HAYES
5TH DISTRICT, CONNECTICUT

1415 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, D.C. 20515
(202) 225-4476

108 BANK STREET
SECOND FLOOR
WATERBURY, CT 06702
(860) 223-8412

<https://hayes.house.gov>



Congress of the United States
House of Representatives
Washington, DC 20515

COMMITTEE ON EDUCATION AND LABOR
SUBCOMMITTEE ON EARLY CHILDHOOD,
ELEMENTARY, AND SECONDARY EDUCATION
SUBCOMMITTEE ON CIVIL RIGHTS AND
HUMAN SERVICES

COMMITTEE ON AGRICULTURE
SUBCOMMITTEE ON NUTRITION, OVERSIGHT,
AND DEPARTMENT OPERATIONS
SUBCOMMITTEE ON LIVESTOCK AND
FOREIGN AGRICULTURE

May 27, 2022

Louis Spina, Jr.
Town of Watertown
61 Echo Lake Road
Watertown, CT 06795

Dear Mr. Spina,

Thank you for submitting a Community Project Funding request to my office for consideration. My office received many worthwhile requests, however, each member office is only allowed to submit 15 requests to the House Appropriations Committee.

After careful consideration, **I have recommended your request for funding for a Main Street Safety Audit for Watertown to the Appropriations Committee.**

As more information from the becomes available, I will share updates.

Thank you for your continued work to support the people of Watertown and our state.

Sincerely,

Jahana Hayes
Member of Congress



RESOLUTION

WHEREAS, the Fiscal Year 2022-2023 budget will be sent to referendum on June 21, 2022; and

WHEREAS, pursuant to HB-5506, the new motor vehicle tax cap is set at 32.46 for Fiscal Year 23. This is effective with the July 1, 2022 tax billing cycle; and

WHEREAS, the motor vehicle mill rate must be established to levy the taxes on motor vehicles prior to approval of the Fiscal Year 2022-2023 budget at referendum on June 21, 2022 so that motor vehicle bills can be processed and sent out.

NOW THEREFORE BE IT FURTHER RESOLVED, that the Town of Watertown hereby adopts the mill rate of 32.46 for Fiscal Year 2022-2023 due and payable on July 1, 2022 for Motor Vehicle taxes.

Dated at Watertown, Connecticut this 6th day of June, 2022.

Jonathan Ramsay, Chairman
Watertown Town Council

At a Town Council meeting held on June 6, 2022 the foregoing resolution was moved for adoption by Councilman/ Councilwoman _____. The motion was supported by Councilman/ Councilwoman _____.

Resolution was declared adopted.

Susan King, Clerk
Watertown Town Council



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

Intergovernmental Policy and Planning Division

MOTOR VEHICLE TAX CAP - EFFECTIVE FISCAL YEAR 23

Pursuant to [HB-5506](#), the new motor vehicle tax cap is set at 32.46 for Fiscal Year 23. This is effective with the July 1, 2022 tax billing cycle.

Beginning in FY 23, grants to municipalities are instead calculated using the (1) bill's 32.46 mill rate cap and (2) preceding fiscal year's tax levy data, rather than FY 19. Thus, grants for FY 23 are equal to the difference between the amount of property taxes the municipality would have levied on motor vehicles for FY 22 (i.e., the 2020 assessment year) if the motor vehicle mill rate imposed for that year was (1) 32.46 mills and (2) equal to the mill rate it imposed on real property and personal property other than motor vehicles.

Additionally, districts will receive direct grant payments. Districts eligible for the grants if they imposed taxes on real property and personal property other than motor vehicles for the preceding fiscal year at a mill rate that, when combined with the municipality's mill rate, exceeded 32.46 mills. The grant amount equals the difference between the amount of taxes the district would have levied on motor vehicles for the preceding fiscal year if the mill rate imposed on motor vehicles for that year, when added to the municipality's motor vehicle mill rate for that year, was (1) 32.46 mills and (2) equal to the mill rate it imposed on real property and personal property other than motor vehicles.

As this grant is based on revenue loss, the formula utilizes the tax levy as reported by the Tax Collector's M1 report and not the Grand List assessment value. From the tax levy, the estimated assessment value is backed out with the mill rate. The estimated assessment value is multiplied by the mill rate cap difference. Remember that tax collection rates vary from municipality to municipality, so the assessment figures will not match to the grand list totals. Below is an example of the formula calculation:

	MV	Supp MV
Motor Vehicle Tax Levy from M1 FY22	\$ 7,456,356.00	\$ 966,803.00
Fiscal Year 22 Mill Rate	33.27	33.27
Estimated Assessment Value	\$ 224,116,494.00	\$ 2,905,931.00
Mill Rate Exceeding Cap (32.46)	0.81	0.81
Revenue Loss	\$ 181,534.00	\$ 23,538.00
Total MV Transition (MV) Grant		\$ 205,072.00

Lisa Cattaneo

From: Carla Hamel
Sent: Friday, May 27, 2022 12:58 PM
To: Mark Raimo; Susan Zappone; Faith Richmond
Cc: Lisa Cattaneo
Subject: MV millrate cap resolution

Hi there,

Please consider including in the next Council agenda for the June 6th meeting, the setting of the Motor Vehicle (MV) mill rate to the required State cap mill rate of 32.46. Our software vendor requires our tax files 10 days before the mail date. Since the referendum is late in June, it will be impossible to accommodate this deadline and get the bills in the mail before the July 1 due date. The software company has agreed to take just the MV file (approximately 22,000 bills) and prepare that file for mailing at the end of June and they will wait for the outcome of the referendum to proceed with processing the Real Estate (RE) and Personal Property (PP) tax bills. If the budget passes on the 21st, I expect the mill rate to be set on the 22nd and we will be on track with getting all bills out in time. If it does NOT pass, a temporary mill rate will still have to be set on the 22nd and just the RE bills will be mailed out at the temporary rate. In past years, we have learned to use the last approved mill rate. PP will not be mailed until an official mill rate is set. If you have any questions on anything or need me to attend the meeting please reach out. Thank you.

Sincerely,



Tax Collector, CCMC

61 Echo Lake Road
Watertown, CT 06795
860.945.5232
860.945.4741 fax

www.watertownct.org

Mission Statement: In Watertown, we strive to be Litchfield County's most citizen/employee centric town. We seek to be a town where citizens, businesses and employees are valued; where all can count on efficient services, fiscal responsibility, engaging schools and a safe community.



WATERTOWN POLICE DEPARTMENT
195 FRENCH STREET
WATERTOWN, CT 06795
860-945-5200



Joshua N. Bernegger
Chief of Police

Town Council Agenda
June 6, 2022
Item: 9 (b)

TO: Sue Zappone, Finance Director
FROM: Chief Joshua Bernegger *PG*
CC:
DATE: May 2, 2022
SUBJECT: Reimbursement Received by the Finance Department

On May 2, 2022 the following reimbursement was received by the finance department for expenditures from the police department's overtime account.

Drug Enforcement Administration for overtime incurred by Ofc. Reynaldo Torres:
\$6,422.02.

Please appropriate the aforementioned amount of \$6,422.02 to the police department overtime account 010-50130-020-0000.



WATERTOWN POLICE DEPARTMENT
195 FRENCH STREET
WATERTOWN, CT 067
860-945-5200



Joshua N. Bernegger
Chief of Police

Town Council Agenda
June 6, 2022
Item: 9 (c)

TO: Sue Zappone, Finance Director
FROM: Chief Joshua Bernegger *B*
CC:
DATE: May 25, 2022
SUBJECT: Reimbursement Received by the Finance Department

The reimbursement recently received from D.O.T. in the amount of \$7,308.52 was expended out of the police department's overtime budget.

These funds were used to pay officers' overtime for Distracted Driving/High Visibility enforcement.

Please re-appropriate this reimbursement in the amount of \$7,308.52 into our police department overtime line item.

Police Overtime: 010-50130-020-0000 - \$7,308.52.




WATERTOWN POLICE DEPARTMENT
195 FRENCH STREET
WATERTOWN, CT 06795
860-945-5200



Joshua N. Bernegger
Chief of Police

Town Council Agenda
June 6, 2022
Item: 9 (d)

MANAGEMENT MEMO

TO: Sue Zappone, Finance Director
FROM: Chief Joshua Bernegger 
CC:
DATE: May 25, 2022
SUBJECT: Reimbursements Received by the Finance Department

The following reimbursements were received by the finance department for expenditures from the police department's overtime account.

FBI Gang Task Force overtime incurred by Detective Ferrucci:

5/3/22 - \$1,202.04 - for the month of March 2022
5/18/22 - \$1,402.38 - for the month of April 2022

Please appropriate the aforementioned amounts of \$2,604.42 to the police department overtime account 010-50130-020-0000.



TOWN OF WATERTOWN

WATER AND SEWER AUTHORITY

747 French Street

Oakville, Connecticut 06770

(860) 945-5299 Fax (860) 945-5299

Town Council Agenda
June 6, 2022
Item: 9 (e)

TO: Mark A. Raimo, Town Manager

FROM: Vincent N. Caterino, Superintendent, Water and Sewer

DATE: June 3, 2022

SUBJECT: Bid Waiver-SCADA System Software and Hardware Upgrade

The Water and Sewer Department is presently preparing to upgrade its SCADA (Supervisory Control and Data Acquisition) system's software and hardware. The present system is being replaced as it is over 14 years old and needs to be brought up to the latest security standards.

We have received a proposal from ICS (Integrated Control Systems), who installed the original SCADA system and also presently provides us with 24 hr. emergency support, in the amount of \$32,990 which is greater than the \$25,000 limit for work done without competitive bidding. Due to the sensitive nature of this type of work, and that we have had a trusted relationship with this vendor for over 14 years, I respectfully request a bid waiver in the amount of \$32,990. See attached (2) proposals.

VNC:vc

03/24/2022

1

Integrated Control Systems

22 Pine Hill Bend
Ballston Lake, NY 12019
518-461-7445

Estimate for Watertown Water and Sewer SCADA System replacement and Services.

Scope of Work:

This Estimate is to replace the existing SCADA PC and software which is obsolete and not compatible with Windows 10. The SCADA PC, SCADA software and Alarm System software will be updated and/or replaced.

- Provide and install new DELL PC with redundant RAID 1 solid state hard drives.
- SCADA software with at least 500tag license.
- Alarm System software license. Watertown *VOIP sever is to be used for voice calls.
- Install all software, redesign all SCADA screens, since they are not transferable, and configure.
- Redo SCADA system tag database which needs to be modified/replaced to transfer from iFIX to new system.
- Redo alarm system database which needs to be modified/replaced to transfer from WIN911 to new system.
- Use existing XLReporter software and reports. ICS may have to upgrade version at additional cost.
- Documentation, Startup and Operator training.

ICS will not provide, require others to provide or provide at additional cost the following:

- Replacement or repair of any equipment, instrumentation or devices not specified above.
- Original SCADA screens will be moved only. New screens and/or connections are at additional cost.
- *VOIP server connection and firewall by Watertown IT.
- Software not listed above or required to complete installation.

The total cost Estimate including all parts and labor, as stated above, is \$32,990.00 (Thirty-Two Thousand Nine Hundred Ninety Dollars and Zero Cents).

This Estimate is confidential and is the property of Integrated Control Systems. It shall not be disclosed to any parties via photocopy, facsimile, electronically, verbally or any method without written permission from Integrated Control Systems. This Estimate is valid for thirty days.

U.S. Automation, Inc.

"One Source for all your Automation Needs"

May 30, 2022

To: Mr. Vinnie Caterino, Superintendent
Water and Sewer Authority
Town of Watertown, CT.

From: Andrew Sincali; Manager of Engineering
U.S. Automation, Inc.
P.O. Box 555; 68 Benham Avenue
Quaker Hill, CT. 06375
Phone: andy.sincali@usautomation.com, Inc.

Please find below U.S. Automation's Bid Proposal for the attached Request for SCADA System Upgrade for the Town of Watertown's Water and Sewer Authority. Since the Town of Watertown is already very familiar with our SCADA engineering capabilities, I will provide a detailed cost proposal below in response to the attached Bid Specification provided by your office:

Provide the following SCADA Hardware & Application Software:

- | | |
|--|--------------------|
| 1. VTScada 1K Development Runtime;
including (1) Alarm Notification Option,
(1) Thin Client, and
(1) VTScada Support Plus | \$ 12,930.00 |
| 2. TopView OPC/SCADA 6.36, point count 250, Data Server | \$ 2,750.00 |
| 3. XLReporter - Single User; Extended Product Maintenance Suite | \$ 1,950.00 |
| 4. Dell Computer, Precision 3650 Tower-S2421HSX, 60.45 cm (23.8)
(RFP Allowance) | \$ <u>2,120.00</u> |

Total SCADA Equipment Cost: \$ 19,750.00

and

Provide the following SCADA System Engineering, SCADA Programming, System Commissioning, & Start-up:

- | | |
|--|--------------|
| 1. System-wide SCADA Software Programming, VTScada & Alarm Configuration
And Alarm/XLReporter Application Design: 1K Development Runtime; | \$ 15,000.00 |
|--|--------------|

Total SCADA System Upgrade Cost: \$ 34,750.00

For reference only, I have attached below a copy of the Town of Watertown's Request for SCADA System Upgrade for the Town of Watertown's Water and Sewer Authority.

U.S. Automation, Inc.

"One Source for all your Automation Needs"

**Town of Watertown
Water and Sewer Authority
SCADA System Upgrade**

Estimate for Watertown Water and Sewer SCADA System replacement and Services!

Scope of Work:

This Estimate is to replace the existing SCADA PC and software which is obsolete and not compatible with Windows 10. The SCADA PC, SCADA software and Alarm System software will be updated and/or replaced.

- Provide and install new DELL PC with redundant RAID 1 solid state hard drives.
- SCADA software with at least 500tag license.
Alarm System software license. Watertown *VOIP sever is to be used for voice calls.
- Install all software, redesign all SCADA screens, since they are not transferable, and configure.
- Redo SCADA system tag database which needs to be modified/replaced to transfer from iFIX to new system.
- Redo alarm system database which needs to be modified/replaced to transfer from WIN911 to new system.
Use existing XLReporter software and reports. ICS may have to upgrade version at additional cost.
Documentation, Startup and Operator training.

The following is not included:

- Replacement or repair of any equipment, instrumentation or devices not specified above.
- Original SCADA screens will be moved only. New screens and/or connections are at additional cost.
*VOIP server connection and firewall by Watertown IT.
Software not listed above or required to complete installation.

Provide: VTScada 1K Development Runtime, Alarm Notification, Thin Client, and Support Plus
TopView OPC/SCADA 6.36, point count 250, Data Server count 1
Dell Computer, Precision 3650 Tower-S2421HSX, 60.45 cm (23.8), (\$2,000 allow.)
XLReporter - Extended Product Maintenance Suite

If you have any questions after reviewing this proposal, please send me a text message/
call me at (860) 235-7766 or send me a return e-mail at either sincali@msn.com or
andy.sincali@usautomationcorp.com

Sincerely;

Andy Sincali
U.S. Automation, Inc.



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.

CRESTBROOK

AMOUNT: \$13,500 NO: 1
FROM: \$3,500 – 074.50310.123.0080.9074 – Golf Professional
\$10,000 – 074.50317.123.1606.9074 – Maint. Land & Building
TO: 074.50480.123.2284.9074 – Fuel - Gasoline
REASON: Due to increase in fuel costs.

GENERAL FUND – FIRE DEPARTMENT

AMOUNT: \$10,148 NO: 2
FROM: \$6,498 – 010.50321.018.0000.9010 – Other Equipment Maint.
\$3,650 – 010.50573.018.0000.9010 – Firefighting Equipment
TO: 010.50319.018.0000.9010 – Vehicle Maintenance
REASON: Unexpected vehicle repairs.

Dated at Watertown, Connecticut this 6th day of June 2022.

Jonathan Ramsay, Chairman
Watertown Town Council

At a regular meeting of the Watertown Town Council held on Monday, June 6, 2022 the foregoing resolution was moved for adoption by Councilman/Councilwoman_____. The motion was supported by Councilman/Councilwoman_____.

Motion declared adopted.

Susan King, Clerk
Watertown Town Council



Town Council Agenda
June 6, 2022
Item: 9 (g)

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 \$2,486.26. to line item 010-50341-043-0102 from the General Fund for tax refunds.

Dated at Watertown, Connecticut this 6th day of June 2022.

Jonathan Ramsay, Chairman
Watertown Town Council

At a regular meeting of the Watertown Town Council held on Monday, June 6, 2022 the foregoing resolution was moved for adoption by
Councilman/Councilwoman_____. The motion was supported by
Councilman/Councilwoman_____.

Motion declared adopted.

Susan King, Clerk
Watertown Town Council



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 6th day of June 2022.

Jonathan Ramsay, Chairman
Watertown Town Council

At a regular meeting of the Watertown Town Council held on Monday, June 6, 2022 the foregoing resolution was moved for adoption by
Councilman/Councilwoman_____. The motion was supported by
Councilman/Councilwoman_____.

Motion declared adopted.

Susan King, Clerk
Watertown Town Council

ACTION TAKEN BY THE TOWN COUNCIL:

At a regular meeting of the Town Council held on _____ day of _____ 2022, it was authorized to refund property taxes, interest, and fees amounting to \$ _____ to the below applicants.

Bill	Name	Address	City/State/Zip	Prop Loc/Vehicle Info.	Reason	Tax	Int	Fee	Refund
2018-03-0050192	ACAR LEASING LTD	PO BOX 1990	FORT WORTH, CT 7610	2018/2GNAXVEV0612435	Sec. 12-126 Tangible Personal Property Assessed in more than one Ml	634.26	-	-	634.26
2020-04-0084538	ANDERSON LYNN R	38 COBB ST # 5 A 3	OAKVILLE, CT 06779	2008/JF1GH61638H83235	Sec 12-129 Refund of Excess payments (DUPLICATE PAYMENT)	6.17	-	-	6.17
2020-04-0081221	DURETTE JOEL N JR	235 E MAIN ST UNIT 3	THOMASTON, CT 0678	2013/1F78W4D72DEAS85	Sec 12-129 Refund of Excess payments (DUPLICATE PAYMENT)	18.38	-	-	18.38
2020-01-0004434	LANESE MICHAEL & PERESCH	109 TARBELL AVE	OAKVILLE, CT 06779	109 TARBELL AVE	Sec. 12-129 Refund of Excess Payments.	50.00	-	-	50.00
2018-03-0062007	LARA ERVIN R	55 SHAW FARM RD	OAKVILLE, CT 06779-14	2015/KNAFK4A62F542783	Sec. 12-126 Tangible Personal Property Assessed in more than one Ml	234.65	-	-	234.65
2019-03-0061701	LARA ERVIN R	55 SHAW FARM RD	OAKVILLE, CT 06779-14	2015/KNAFK4A62F542783	Sec. 12-126 Tangible Personal Property Assessed in more than one Ml	205.78	-	-	205.78
2020-03-0061240	LARA ERVIN R	55 SHAW FARM RD	OAKVILLE, CT 06779-14	2015/KNAFK4A62F542783	Sec. 12-126 Tangible Personal Property Assessed in more than one Ml	35.25	-	-	35.25
2020-02-0040653	MASTERCRAFT CUSTOM HO	58 CURTISS RD	TERRYVILLE, CT 06786	- 82 ORCHARD LN	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	229.82	-	-	229.82
2020-04-0082922	MULLA MARCEL	9 RIDGE CT	OAKVILLE, CT 06779-24	2002/1FMZU73W82UA690	Sec 12-129 Refund of Excess payments (DUPLICATE PAYMENT)	78.42	9.38	-	87.80
2020-03-0064213	NARDELLA MICHAEL A	140 NORTON ST	WATERBURY, CT 06708	2005/JHMCN36495C01206	Sec. 12-126 Tangible Personal Property Assessed in more than one Ml	47.42	-	-	47.42
2018-01-0006146	PALOMBA GEORGE J & MON	37 NORTH ST	OAKVILLE, CT 06779-14	37 NORTH ST	Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and	149.36	-	-	149.36
2019-01-0006172	PALOMBA GEORGE J & MON	37 NORTH ST	OAKVILLE, CT 06779-14	37 NORTH ST	Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and	149.36	-	-	149.36
2020-01-0006179	PALOMBA GEORGE J EST OF	37 NORTH ST	OAKVILLE, CT 06779-14	37 NORTH ST	Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and	155.52	-	-	155.52
2020-03-0071786	SULLIVAN SARAH J	82 CUMMINGS AVE.	OAKVILLE, CT 06779	2020/KMBJ3CAL8LU21773	Sec 12-129 Refund of Excess payments (DUPLICATE PAYMENT)	9.86	-	-	9.86
2020-04-0084066	TOYOTA LEASE TRUST	20 COMMERCE WAY STH WOBURN	MA 01801-1	2018/4T1B11HK1JUS2506	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	160.53	-	-	160.53
2020-04-0084099	TOYOTA LEASE TRUST	20 COMMERCE WAY STH WOBURN	MA 01801-1	2021/3TYSZ5ANXMT01267	Sec. 12-129 Refund of Excess Payments - ACCOUNT PRORATED	289.10	-	-	289.10
2018-04-0083996	WEEKS STEPHEN M	12 HILLCREST AVE APT 3	WATERTOWN, CT 0679	2005/1FAFP34N55W30446	Sec. 12-129 Refund of Excess Payments.	19.00	4.00	-	23.00
TOTAL						2,472.88	13.38	-	2,486.26

Susan King, Clerk of the Town Council