

WOLCOTT TOWN COUNCIL

Regular Meeting

Tuesday, March 18, 2014

Council Chambers, Wolcott Town Hall

7:30 p.m.

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MINUTES

Note: These are summary minutes; a tape recording of this meeting is on file in Commission Secretary's Office in Wolcott Town Hall.

Chairman Valletta called the meeting to order at 7:30 p.m. with the Pledge of Allegiance and attendance was taken.

MEMBERS PRESENT: Chairman David Valletta, Vice-Chairman Gale Lanza Mastrofrancesco, Rachel Wisler, Charles Marsella, Roger Picard, Francis Masi, Jeffrey Slavin, Joseph Del Buono, and Donald Charette Sr.

MEMBERS ABSENT: None

ALSO PRESENT: Mayor Thomas G. Dunn; Linda R. Bruce, Municipal Finance Officer; Town Attorney Brian Tynan; Ronald Cordeau, Chairman, Parks & Recreation & Acquired Facilities Commission; Police Chief Edward Stephens; et al.

APPROVAL OF MINUTES:

▪ **Regular Meeting – March 4, 2014**

Upon **MOTION** by Roger Picard, seconded by Charles Marsella, it was unanimously voted to **approve** the minutes of the Regular Meeting held on March 4, 2014, with one abstention from David Valletta.

TAXPAYERS' TIME: (Limited to Items on the Agenda)

No taxpayers came forward.

CORRESPONDENCE (on file):

1. Finance Office Transfers, submitted by Linda Bruce
2. Proposed Resolution (#382) State of CT – Dept. of Emergency Services & Public Protection for Federal Fiscal Year (FFY) 2013
3. 2014 Schedule of Budget Meetings with the Town Council
4. Letter dated March 11th from Linda Bruce Regarding Invitation to Bid #14-18 for Audit Services
5. Letter dated March 11th from the Finance Sub-Committee regarding Proposed Fund Balance Policy
6. Letter dated March 13th from Town Attorney Brian Tynan regarding Proposed Fund Balance Policy

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- 7. Letter dated March 13th from Town Attorney Brian Tynan regarding Proposed Ordinance Allowing Wolcott to Join the Naugatuck Valley Council or Governments**
 - 8. Board of Education Year to Date Budget Report dated 02-28-14**
 - 9. Town of Wolcott Expenditure Report, Revenue Report, & Trial Balance, for month ending 02-28-14**
 - 10. Submitted by Linda Bruce at meeting, Cash Flow Report dated 3-18-14**

MAYOR'S REPORT:

Mayor Dunn came forward and reported the following:

- They met with members of Covanta who are coming up with some new programs with respect to organic food waste; he is working with Mary Morrone, the Municipal Agent, to reach out to all of the buildings in Town, mainly the schools; they will be meeting with Mr. Macary next week to discuss the program which will start next year
- On Monday, he will be going up to the State Capitol to receive their first \$10,000 grant for their electricity savings; they will put a program in place to utilize that money; this is from the program that was set up last year

A brief question and answer period followed during which the following was noted by the Mayor:

- With respect to the paint collection contract at the Recycling Center that was approved about five months ago, it was noted that they should be starting it soon; he will follow up on it
- With respect to a lawsuit in New London resulting from a death from someone falling into a dumpster, it was noted that accidents can always happen, however, they have gates that are closed and locked when they are closed; OSHA has been down at their center and checked everything out; Attorney Tynan added that even if 'No Trespassing' signs are posted and something happened, it would still be up to a judge or jury with respect to a financial judgment; nothing is an absolute defense, but it would be factor to be taken into consideration
- The drug awareness program is being held this Thursday at Wolcott High School at 6:00 p.m.

FINANCE OFFICER'S REPORT/TRANSFERS:

Linda Bruce came forward and reported the following:

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- The diesel and heating oil bids were opened on March 7th at 11:00 a.m. at the BOE Business Office; there were three respondents; the lowest bidder was from Santa Buckley, who is their current supplier
 - All three companies bid an add-on over the New Haven Harbor price; the differential for the lowest bidder increased for both diesel and heating fuel; diesel increased .0471 cents per gallon on just the differential and heating oil increased .0632 cents gallon
 - At the current fiscal year's consumption, just the differential equates to a \$5,000 increase; they do not know what the New Haven Harbor price per gallon will be at this time
 - An updated Cash Flow Report has been distributed to Council members this evening
 - Transfers were submitted for approval

A **MOTION was offered** by Gale Mastrofrancesco, seconded by Jeffrey Slavin, to **approve** the following transfer: Fund 01, Other General Government – 112, from #1125 Wages – Floater \$10,000.00, to #2500 Unemployment Compensation \$10,000.00 (**see attached**).

An inquiry was made with respect to the above transfer as to why the amount is unusually high.

Mrs. Bruce indicated that there are multiple employees collecting unemployment right now and the amounts are usually small. She noted that this is the second transfer this year into unemployment compensation. The majority of this transfer is to cover the award that has been given to the former Tax Collector. Elected Officials cannot collect unemployment in the State of Connecticut, however, their former Tax Collector was appointed to fill the vacancy of an Elected Official's term, which means she was not elected in a municipal election. Mrs. Bruce advised that the Town appealed the decision and lost. There had been a similar case in Litchfield several years back, so the award was upheld. The Town is paying \$541.00 per week, and being a municipality, the Town does not pay into the State unemployment fund, and so if someone is awarded unemployment, they must reimburse the State dollar for dollar. She can collect for 26 weeks; right now the extension on unemployment has been repealed.

Chairman Valletta called for a vote on the above motion which **carried** unanimously by voice vote.

Upon **MOTION** by Gale Mastrofrancesco, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the following transfer: Fund 01, Public Works – 311, from Dept. 112 #1125 Wages – Floater \$8,000.00, to Dept. 311, #4400 Maintenance- Equipment \$8,000.00 (**see attached**).

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Upon **MOTION** by Joseph Del Buono, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the following transfer: Fund 35 – Sewer Usage, from #4450 Maintenance – Sewer \$1,000.00, to #4105 Fuel – Heating \$1,000.00 (**see attached**).

SUB-COMMITTEE AND LIAISON REPORTS:

SUB-COMMITTEE FOR THE REVIEW OF AN ACCOUNTING FIRM: Mrs. Wisler reported that the sub-committee met and selected an auditing firm; it will be discussed under new business.

SUB-COMMITTEE FOR WALKING TRAIL: Mr. Charette reported that the sub-committee is working to set a Public Hearing for April or May; it will be held through the Inland Wetlands Commission.

UNFINISHED BUSINESS:

1. Discussion & Possible Action on Proposed Employment Contract with Municipal Finance Officer

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted to **approve** the Employment Contract with the Municipal Finance Officer, Linda Bruce (**on file**).

2. Discussion & Possible Action on Proposed Employment Contract with Sewer & Water Administrator

Upon **MOTION** by Gale Mastrofrancesco seconded by Donald Charette, it was unanimously voted to **approve** the Employment Contract with the Sewer & Water Administrator, Phil Olmstead (**on file**).

NEW BUSINESS:

1. Resolution: State of CT – Department of Emergency Services & Public Protection

Upon **MOTION** by Gale Mastrofrancesco, seconded by Roger Picard, it was unanimously voted to **adopt** the following resolution (#382): **RESOLVED**, that the Wolcott Town Council may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection any and all documents which it deems to be necessary or appropriate and **FURTHER RESOLVED**, that Thomas G. Dunn, as Mayor of the Town of Wolcott is authorized and directed to execute and deliver any and all documents on behalf of the Wolcott Town Council and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such

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documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents (**see attached**).

2. Update from Parks & Recreation & Acquired Facilities Commission

Ronald Cordeau came forward and referenced the information that was forwarded to the Council which outlined the Commission's activities and responsibilities. He indicated that he knows the major topic is the extension of the Walking Trail. He advised that the Sub-Committee for the Walking Trail has been meeting regularly and at their last meeting they came up with a five phase plan to complete the extension. They believe it will take about three years to complete the project.

A question and answer period followed during which the following was noted by Mr. Cordeau:

- They are working with the Town Engineer to try to stay as far away from the abutting properties as they can, however, it really depends upon the terrain in the different areas
- Based on the current budget numbers that they have put together, the 350,000 in bond monies will be enough to complete the project; they are trying very hard to keep the costs down
- With respect to crime committed on walking trails, they have had nothing but positive feedback from towns who have trails
- There is no place along the trail where someone would be able to fall on to private property; the Town owns 50 feet around the entire reservoir starting at the high water level
- They will possibly be putting in two parking areas; one on Boundline Road and expanding the area over by the upper reservoir; also, there is plenty of existing parking at Woodtick Recreation Area
- The trail will consist of process with stone dust on top
- They may possibly try to swap some of Musano's land for Town property
- Woodtick Recreation Area: no decrease in usage of facility due to non-resident fees being double that of resident fees
- Easter Egg Hunt has been moved to the Wolcott High School football field; no issues with geese there
- P&R Programs for preschoolers are well attended; between all of their programs, they serve about 600-700 children throughout the Town; programs are advertised in the Wolcott Community News, and brochures are distributed to each child in all of the schools and are available at the Library as well

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From the audience, Chief Stephens advised that they are getting a brand new ATV that they can use for one year for free from Land N' Sea Marine, with an option to buy. They will be able to patrol the walking trail with that vehicle.

3. Award Bid for Audit Services for FY 2013-2014

A **MOTION** was offered by Rachel Wisler, seconded by Francis Masi, to **approve** the bid for audit services for FY 2013-2014 as recommended by Mrs. Bruce (Mahoney, Sabol, & Company, LLP) **{see attached letter}**.

Mrs. Wisler advised that the sub-committee met with Mrs. Bruce and reviewed the six bids received. She indicated that two of the six were automatically excluded because they bid for three years; the RFP requested that they bid for one year with the possibility of annual extensions. They also had to eliminate Blum, Shapiro due to the Charter restriction. Mrs. Wisler next reviewed the remaining firms listed on the bid comparison sheet (**see attached**). Mrs. Bruce advised that based on the references, it is her recommendation to award the bid to Mahoney, Sabol, & Company.

Chairman Valletta called for a vote on the above motion which **carried** unanimously by voice vote.

4. Discussion & Possible Action on Proposed Fund Balance Policy

Attorney Tynan came forward, at which time a **MOTION** was offered by Rachel Wisler, to **take action** on the Proposed Fund Balance Policy, as written (**see attached**). There was no second.

Discussion ensued with respect to the proposed policy, during which the following was noted:

- Chairman Valletta expressed his opposition to the proposed policy. He indicated that he has a problem with the policy if it actually calls for placing a line item in the budget for the sole purpose of saving money. He stated that he doesn't feel that they should hit the taxpayers for any additional money than what the budget requires, based on the premise that they may save money down the road. He added that their bond rating has been the same since 1960 when they had no fund balance.
- Mrs. Wisler expressed her support of the policy and indicated that last fall the Finance Sub-Committee met with their tax advisor, Jeanette Marcoux. The following was discussed at the meeting:
 - With respect to bond ratings, out of 169 towns, Wolcott is in the bottom 32%.

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- There are 18 communities in the state that have a Aaa rating; they are based in Fairfield County
 - There are 97 communities that have a Aa rating; there are 23 communities that have an A1 rating which is where Wolcott falls
 - One of the main reasons they are classified as such is that they do not have a fund balance policy
 - The bond rating companies strongly recommend that their fund balance equals a minimum of 7% of their budget
 - The proposed policy recommends a minimum of 7% and a maximum of 10% and that they accomplish this goal over four years; there is also a clause that if it is not feasible, the Mayor can present a written plan
 - They are going out to bond again next year; if they can get their rating changed to an Aa, they would realize a savings of \$500,000
- Mr. Slavin expressed his support of the policy and noted that times have changed and they need to have more money in it now; they have seen towns go under.
 - Vice-Chairman Mastrofrancesco expressed her support of the policy and noted that the criteria to get loans are very different today than it was years ago. She added that she feels it is the most responsible thing that they can do for the town and that they have to start somewhere.
 - Mr. Marsella expressed his opposition to the proposed policy. He explained that not too long ago their fund balance was depleted to almost nothing and their rating did not change. They built it up over the years by being fiscally responsible and they have used it to lower the tax rate. He stated that he is strongly against putting a policy in place that they would have to adhere to. He is against taxing residents to put money into an account.
 - Mr. Del Buono expressed his support of the policy and noted that if a policy was in place, they would not be able to run the fund balance down to nothing again. Although the current administration has been fiscally responsible, there may be different Mayors and Council members in place five years from now with a different philosophy. He feels it would be irresponsible to not have one in place.

An inquiry was made as to what the Finance Officer's views were. From the audience, Mrs. Bruce stated that she has been in favor of a fund balance policy for 10 years. She feels that it will help them in the long run with respect to their bond rating. They will not be at the proposed minimum goal of 7% without placing a line item in the budget to achieve that.

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Lengthy debate continued regarding the pros and cons of the proposed policy. Detailed discussion was held with respect to the specifics of prior years' budgets and usage of fund balance.

Attorney Tynan commented that the foregoing motion should be withdrawn and rephrased to say 'approve' instead of 'take action'. He next referenced the title on the first page of the proposed policy which states 'General Fund Policy' and noted that it should probably be entitled 'Fund Balance Policy'. Lastly, Attorney Tynan stated the word 'policy' in the dictionary is defined as 'a course or principle of action adopted by a governmental body'. It is something they are shooting for; it is not in the Charter as a formal requirement.

Mrs. Wisler rescinded her foregoing motion.

A **MOTION** was offered by Rachel Wisler, seconded by Gale Mastrofrancesco, to **accept** the Proposed Fund Balance Policy, as written (**see attached**).

A roll call vote was taken and the above motion *carried* as indicated below:
(5 Yes; 4 No) {5 affirmative votes required for motion to carry}

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Gale Mastrofrancesco	X		
Rachel Wisler	X		
Roger Picard	X		
Jeffrey Slavin	X		
Donald Charette		X	
Francis Masi		X	
Charles Marsella		X	
Joseph Del Buono	X		
David Valletta		X	

5. Discussion and Possible Action on Proposed Ordinance for Wolcott to Join Naugatuck Valley Council of Governments

Mayor Dunn advised that they are required by the OPM to adopt this ordinance. The State has required towns to reorganize. Brief discussion followed.

Upon **MOTION** by Joseph Del Buono, seconded by Gale Mastrofrancesco, it was unanimously voted to **set** a Public Hearing on **Tuesday, April 8, 2014 at 6:30 p.m.** (in the Town Council Chambers of the Wolcott Town Hall for proposed Ordinance for Wolcott to Join Naugatuck Valley Council of Governments).

ITEMS FOR NEXT AGENDA:

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Chairman Valletta advised that if anyone has any items that they should contact himself or the Clerk.

TAXPAYERS' TIME:

No taxpayers came forward.

EXECUTIVE SESSION:

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted at 8:27 p.m. to **enter** into Executive Session for the purpose of discussing contractual matters and inviting Mayor Thomas Dunn, Linda Bruce, MFO, and Town Attorney Brian Tynan.

Upon **MOTION** by Roger Picard, seconded by Francis Masi it was unanimously voted to **take** a five-minutes recess (before entering into Executive Session).

Chairman Valletta called the regular session back to order at 8:42 p.m.

Upon **MOTION** by Gale Mastrofrancesco, seconded by Francis Masi, it was unanimously voted to **add** to the agenda 'Proposed Contract for Town Hall Employees, MACO, Dispatcher, Police Department Clerical & Secretarial Employees', with one abstention from David Valletta.

- **Proposed Contract for Town Hall Employees/MACO/Dispatcher, Police Department Clerical & Secretarial Employees**

Upon **MOTION** by Gale Mastrofrancesco, seconded by Charles Marsella, it was unanimously voted to **approve** the Contract for Town Hall Employees, MACO, Dispatcher, Police Department Clerical & Secretarial Employees, with one abstention from David Valletta.

ADJOURNMENT:

Upon **MOTION**, by Francis Masi, seconded by Charles Marsella, it was unanimously voted to **adjourn** the meeting at 8:45 p.m.

APPROVED:

Elizabeth Gaudiosi, Secretary
WOLCOTT TOWN COUNCIL

David Valletta, Chairman
WOLCOTT TOWN COUNCIL

	JULY (Actual)	AUGUST (Actual)	SEPTEMBER (Actual)	OCTOBER (Actual)	NOVEMBER (Actual)	DECEMBER (Actual)	JANUARY (Actual)	FEBRUARY (Actual)	MARCH (Projected)	APRIL (Projected)	MAY (Projected)	JUNE (Projected)	TOTAL
REVENUES													
CURRENT TAXES	\$14,241,076	\$3,264,556	\$252,154	\$188,983	\$182,235	\$1,532,382	\$10,504,779	\$1,486,914	150,000	125,000	100,000	35,142	\$32,063,222
BACK TAXES	98,060	67,279	38,527	37,746	28,246	28,246	28,246	33,232	31,731	31,731	31,731	31,731	475,000
ECS				3,422,954	13,683	(13,683)	3,422,954	6,288	6,844,189	50,023	50,023	50,023	13,680,097
OTHER EDUCATION		2,489	5,825	2,102	1,121	1,275	6,255	6,288	50,023	50,023	50,023	50,023	285,258
SCHOOL PROJECTS	728,721						46,434						796,548
RESIDUAL BOND FUNDS				181,938									181,938
OTHER STATE REV	4,214	316,486	(163,492)	1,936			195,480	371,931	44,653	44,653	44,653	44,653	923,606
TOWN CLERK FEES	22,816	19,962	18,057	20,408	117,704	13,278	13,226	13,205	17,424	17,424	17,424	17,424	209,125
TOWN	60,794	24,318	15,341	34,852	75,497	13,278	14,137	38,370	10,000	10,000	10,000	10,000	376,569
INTEREST INCOME	26	16	159	106	372	115	38	443	1,182	1,182	1,182	1,182	6,000
INTEREST & LIEN FEES	23,829	25,188	25,401	19,173	12,194	11,013	13,882	28,362	11,489	11,489	11,489	11,489	205,000
AMBULANCE SERVICE				448,204	5,000	5,000	10,000	10,000	21,250	21,250	21,250	21,250	105,000
SEWER & WATER	14,768	9,183	595	18,809	23,382	5,747	8,838	23,107	24,980	24,980	24,980	24,980	204,368
MISCELLANEOUS	\$15,192,303.45	\$3,729,485.74	\$192,367.04	\$4,377,211.51	\$329,842.68	\$1,657,307.76	\$14,324,306	\$2,001,852	\$362,742	\$7,241,531	\$312,742	\$247,884	\$49,989,875
TOTAL	\$15,192,303.45	\$18,021,789.19	\$19,114,156.23	\$23,491,367.74	\$23,821,210.42	\$25,476,518.18	\$39,802,824	\$41,804,876	\$42,167,418	\$49,408,349	\$49,722,081	\$49,989,875	Projected Rev
CUMULATIVE REVENUE													
EXPENDITURES													
PAYROLL	379,714	587,354	463,688	576,830	445,507	550,449	616,904	446,131	579,815	579,815	579,815	579,815	6,387,819
HEART & HYPERTENSION	10,941	13,676	10,941	13,676	10,941	7,373	7,373	7,373	20,756	20,756	20,756	20,756	165,120
INSURANCE	263,162	124,975	125,423	237,688	117,704	131,059	241,780	121,756	151,451	151,451	151,451	151,451	1,969,416
PENSION	81,060	81,060	1,341	1,078	530,009	1,082	1,165	1,344	120,146	120,146	120,146	120,146	1,097,656
REFUSE/RECYCLING	1,010	127,207	129,856	126,059	127,046	95,388	163,812	119,169	145,839	145,839	145,839	145,839	1,473,000
SCHOOL BONDS		2,085,741					65,181	199,519	57,944	57,944	57,944	57,944	2,326,441
GEN IMPROVE BONDS		613,690	7,944				62,650	54,505					796,733
SEWER/WATER BONDS		381,902						66,302					448,204
LEASES	73,560	579	150,869	1,304	145	724	1,078	371	1,048	1,048	1,048	1,048	232,821
ELECTRICITY	10,270	8,441	6,330	8,330	6,921	9,115	7,612	9,412	8,452	8,452	8,452	8,452	93,810
STREET LIGHTING		7,497	7,887	8,530	8,716	8,930	9,230	9,412	11,052	11,052	11,052	11,052	95,000
HEATING FUEL		48	8,186	8,000	2,566	13,295	25,337	19,865	8,000	1,993			77,800
GASOLINE	9,847	9,884	9,489	8,019	7,845	9,130	9,332	8,223	5,545	5,545	5,545	5,545	92,550
DIESEL	4,256	3,404	3,821	5,125	3,821	7,214	7,542	15,334	5,058	5,058	5,058	5,058	70,500
REPAIR & MAINT	9,889	23,717	15,622	24,162	16,544	21,195	16,167	16,369	14,864	14,864	14,864	14,864	203,100
LEGAL & CONSULTING		13,000	10,278	14,612	2,773	11,442	6,133	14,929	7,639	7,639	7,639	7,639	103,725
TRI-TOWN HEALTH DISTRICT	31,847	31,847					31,847						127,368
OPERATIONS	7,949	12,263	15,478	10,261	7,614	8,092	23,048	9,355	10,264	10,264	10,264	10,264	135,117
FIRE COMPANIES	72,425	3,390	500	74,375			79,425	(4,810)	20,536	20,536	20,536	20,536	307,450
ROAD SALTS/SAND&GRAVEL							230	2,748	933	272	272	272	5,000
LOCP							131,949	(17,481)					114,468
MUNICIPAL AID ADJUSTMENT		840	530	6,896	9,379	6,375	155,003	73,384	12,499	12,499	12,499	12,499	302,401
TOWN AID ROADS													0
ROAD PAVING/REPAIR													50,000
LIBRARY-BOOKS, ETC	374	6,466	4,809	3,760	3,894	3,410	2,822	5,038	4,807	4,807	4,807	4,807	61,040
CAPITAL OUTLAY	1,534	1,720	35,700	510	914	156		508	4,975	4,975	4,975	4,975	841,408
OTHER	131,280	41,188	77,705	46,782	38,316	88,810	107,346	26,605	70,849	70,849	70,849	70,849	70,849
EDUCATION	1,650,230	2,359,732	2,604,896	2,469,319	1,925,124	3,227,430	2,046,740	2,984,036	2,900,000	2,600,000	2,200,000	5,913,774	32,261,281
TOTAL	\$2,648,097.31	\$6,489,581.85	\$3,691,365.48	\$3,671,960.82	\$3,265,391.39	\$4,200,898.72	\$3,822,123	\$4,180,562	\$3,584,285	\$3,852,121	\$3,416,341	\$7,132,114	\$49,956,840
CUMULATIVE EXP	\$2,648,097.31	\$9,137,679.16	\$12,829,044.65	\$16,501,005.47	\$19,766,396.86	\$23,967,295.58	\$27,789,418	\$31,969,980	\$35,554,264	\$39,406,385	\$42,824,726	\$49,956,840	Expenditure
YTD CASH FLOW 13-14	\$12,644,206	\$9,784,110	\$6,285,112	\$6,990,362	\$4,064,814	\$1,511,223	\$12,013,406	\$9,834,696	\$6,613,163	\$10,002,964	\$6,897,365	\$13,135	
YTD CASH FLOW 12-13	\$9,617,838	\$9,275,222	\$6,811,212	\$6,514,384	\$4,013,706	\$1,659,369	\$12,117,833	\$8,958,576	\$6,068,800	\$9,876,910	\$7,001,765	\$618,365	
YTD CASH FLOW 11-12	\$8,087,006	\$9,914,417	\$6,641,171	\$6,581,740	\$3,818,155	\$1,666,805	\$12,672,037	\$9,817,720	\$5,995,735	\$9,930,356	\$7,077,918	\$207,617	
YTD CASH FLOW 10-11	\$8,571,088	\$9,678,807	\$6,739,165	\$6,511,898	\$4,430,212	\$2,380,526	\$12,852,986	\$10,211,668	\$6,960,517	\$9,180,829	\$6,601,367	\$431,508	
YTD CASH FLOW 09-10	\$12,414,293	\$10,610,505	\$6,844,327	\$7,370,170	\$4,207,057	\$2,847,809	\$11,366,118	\$10,873,108	\$9,043,660	\$9,564,989	\$7,034,404	\$377,320	
YTD CASH FLOW 08-09	\$11,160,415	\$9,821,502	\$6,386,673	\$4,064,244	\$1,222,203	\$9,504,713	\$9,371,813	\$8,929,357	\$6,630,308	\$6,630,308	\$6,630,308	\$73,302	
YTD CASH FLOW 07-08	\$11,171,034	\$8,316,132	\$5,277,307	\$8,057,101	\$2,448,267	\$816,619	\$8,659,423	\$8,933,231	\$5,556,888	\$9,256,025	\$7,363,390	\$282,908	
YTD CASH FLOW 06-07	\$10,821,353	\$9,707,052	\$6,923,263	\$6,435,669	\$2,883,451	\$1,657,465	\$9,573,483	\$8,359,877	\$4,480,562	\$7,963,638	\$5,305,198	\$323,924	



TOWN OF WOLCOTT

TOWN HALL • 10 Kenea Avenue
Wolcott, Connecticut 06716
Tel. (203) 879-8100 • Fax: (203) 879-8105

March 13, 2014

David Valletta, Chairman
Wolcott Town Council
10 Kenea Avenue
Wolcott, CT 06716

**RE: TRANSFERS WITHIN/BETWEEN DEPARTMENTS - FISCAL YEAR
2013/2014**

Dear Mr. Valletta:

In accordance with the provisions of the Wolcott Town Charter, I am hereby notifying you of the following transfers for Fiscal Year 2013/2014 contained in Schedule A (Fund 01) and Schedule A (Fund 35) which are attached hereto and made a part hereof.

If you have any questions, please feel free to contact me.

Sincerely,

Linda R. Bruce,
Municipal Finance Officer

LRB/sh
Enclosure

MAYOR'S ACTION:

DATE: March 13, 2014

APPROVED BY: 

Thomas G. Dunn, Mayor
Town of Wolcott

COUNCIL'S ACTION:

DATE: March 18, 2014

APPROVED BY: 

Chairman, Wolcott Town Council

**SCHEDULE A
 TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 01
 2013-2014 FISCAL YEAR - FOR REVIEW ON MARCH 18, 2014**

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
OTHER GENERAL GOVERNMENT - 112				
TO:	01-1-112-2-2500	UNEMPLOYMENT COMPENSATION	10,000.00	
FROM:	01-1-112-1-1125	WAGES-FLOATER		10,000.00

Reason: To cover current unemployment payments to State of Connecticut.

PUBLIC WORKS - 311

TO:	01-3-311-4-4400	MAINTENANCE-EQUIPMENT	8,000.00	
FROM:	01-1-112-1-1125	WAGES-FLOATER		8,000.00

Reason: To cover maintenance and repair costs for fleet this fiscal year.

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 3/12/14

REQUESTOR: Linda R. Bruce

DEPT.# 112

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-1-112-2-2500</u>	<u>Unemployment Compensation</u>	<u>10,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-1-112-1-1125</u>	<u>Wages - Floater</u>	<u>10,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Account not exhausted.

Transfer is needed for:

To cover current unemployment payments to State of Connecticut.

The effect on the "from" account(s):

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 3/12/2014

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 3/12/14

REQUESTOR: David Kalinowski

DEPT.# 311

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-3-311-4-4400</u>	<u>Maint-Equipment</u>	<u>8,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>01-1-112-1-1125</u>	<u>Wages - Floater</u>	<u>8,000.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Account not exhausted.

Transfer is needed for:

Maintenance and repair costs for winter equipment and the large roller, motor has seized and is in need of repair.

The effect on the "from" account(s):

No effect.

APPROVAL *L. Bruce*.....

FINANCE OFFICE USE

DATE:..... 3/12/2014

**SCHEDULE A
TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 35
2013-2014 FISCAL YEAR - FOR REVIEW ON MARCH 18, 2014**

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
SEWER USAGE - FUND 35				
TO:	35-3-321-4-4105	FUEL - HEATING	1,000.00	
FROM:	35-3-321-4-4450	MAINTENANCE - SEWER		1,000.00

Reason: To cover the cost of propane for sewer pump stations through end of fiscal year.

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 03/06/2014

REQUESTOR: Philip Olmstead

DEPT.# 321

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>35-3-321-4-4105</u>	<u>Fuel - Heating</u>	<u>1,000.00</u>
FROM	<u>35-3-321-4-4450</u>	<u>Maintenance - Sewer</u>	<u>1,000.00</u>

**ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE
TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE
THAT ALL INFORMATION IS COMPLETE & ACCURATE**

The reasons the "to" account(s) are exhausted:

Rate increase per gallon is coming in higher than anticipated even when comparison was made to prior year.

Usage was higher due to extreme cold weather for longer than normal periods of time.

Transfer is needed for:

To cover the cost of propane for sewer pump stations through to end of fiscal year.

The effect on the "from" account(s):

Maintenance is expected to have sufficient funds remaining to cover costs through to end of fiscal year.

APPROVAL L. Bruce

FINANCE OFFICE USE

DATE: 3/6/2014



TOWN OF WOLCOTT

TOWN HALL • 10 Kenea Avenue
Wolcott, Connecticut 06716
Tel. (203) 879-8100 • Fax: (203) 879-8105

March 11, 2014

TO: Rachel Wisler, Chairman Town Council
Sub-Committee for the Review of an Accounting Firm
FROM: Linda R. Bruce, Municipal Finance Officer
RE: Invitation to Bid #14-18 Audit Services

Attached please find the responses for audit services for Fiscal Year ending June 30, 2014. We received six (6) responses. We have verified licenses certifying the firms eligible to perform municipal audits in the State of Connecticut. Blum, Shapiro, LLC is eliminated from consideration for audit services for Fiscal Year ending June 30, 2014. Section 708 of the Wolcott Town Charter limits an auditing firm to seven (7) consecutive years. Blum Shapiro has audited the Town of Wolcott for seven (7) consecutive years. In addition to verifying licenses we checked with the Office of Policy and Management for the number of audits performed in the State of Connecticut for each respondent. The attached bid analysis lists the names of the respondents, pricing, status of licenses and number of audits performed for Fiscal Year 2012-2013. Two of the six firms listed pricing for three (3) audit years. As stated in the audit specification the Town, upon recommendation of the Finance Officer and the concurrence of the Wolcott Town Council could contract for two additional years at one year intervals. The initial contract is to be for Fiscal Year 2013-2014 only.

I am recommending entering into a contract with Mahoney, Sabol & Company, LLP for auditing services for Fiscal Year 2013-2014. My recommendation is based on reviewing active licenses, number of audits performed in the State of Connecticut for Fiscal Year 2012-2013, references and pricing.

If you require additional information please contact me at Town Hall at 203-879-8100, ext. 121 or by email at lbruce@wolcottct.org.

/lrb

CC: Mayor Thomas G. Dunn

Members Wolcott Town Council

Rachel Wisler Audit Recommendation Fiscal Year 2013.2014

WOLCOTT TOWN COUNCIL

TOWN HALL • 10 Kenea Avenue
Wolcott, CT 06716
203-879-8100

DAVID VALLETTA
Chairman

GALE LANZA MASTROFRANCESCO
Vice-Chairman

RACHEL WISLER, *Majority Leader*
CHARLES MARSELLA, *Minority Leader*
DONALD CHARETTE SR.
JOSEPH DEL BUONO
FRANCIS MASI
ROGER PICARD
JEFFREY SLAVIN

March 11, 2014

To All Town Council Members,

The Finance Sub-Committee is recommending that the enclosed Town Fund Balance Policy, as proposed, be adopted by this Town Council. We are also recommending that if adopted, this Policy should begin with the 2014-2015 Mayoral budget.

Submitted by,

Gale Mastrofrancesco, Chairman, Finance Sub-Committee
Rachel Wisler, Finance Sub-Committee Member
Jeffrey Slavin, Finance Sub-Committee Member
Joseph Del Buono, Finance Sub-Committee Member

Enclosure

cc: Mayor Thomas Dunn
Linda Bruce, Municipal Finance Officer
Brian Tynan, Town Attorney

**TOWN OF WOLCOTT
GENERAL FUND POLICY**

I. PURPOSE:

The purpose of this policy is to 1) preserve the credit worthiness of the Town for borrowing monies at favorable interest rates; 2) provide working capital to meet cash flow needs during the year; and 3) attempt to stabilize fluctuations from year to year in property taxes paid by town taxpayers.

II. POLICY STATEMENT

Fund Balance is an important indicator of a community's financial position. An adequate fund balance must be maintained to allow the Town to continue to meet its obligations in the event of an economic downturn and/or unexpected emergency. Therefore, the Town of Wolcott shall seek to maintain an unreserved/unassigned general fund balance as of June 30 of each year equal to a minimum of 7% of the ensuing fiscal year's operating revenue, with a targeted maximum of 10% of the ensuing fiscal year's operating revenue.

In the event the unreserved/unassigned general fund balance as of June 30 is below the 7% target minimum, the Mayor, through his budget proposal, and the Town Council, through its budget approval process, will move to restore the fund balance within a four year period.

III. RESPONSIBILITY FOR POLICY

As part of the annual budget preparation process, the Mayor will estimate the surplus or deficit for the current year and prepare a projection of the year-end unreserved/unassigned general fund balance. Any anticipated balance in excess of the targeted maximum unreserved/unassigned fund balance may be budgeted to reduce the ensuing year's property tax levy or fund one-time capital projects upon the recommendation of the Mayor and approval of the Town Council according to the Wolcott Town Charter as stated in SEC. 702, b and c.

This policy shall be reviewed on a biennial basis during the month of January in each even numbered year.

IV. SHORTFALL

If it is determined there is a shortfall (an amount below the lower limit of the unreserved/unassigned fund balance range), the fund balance is to be rebuilt through the following mechanisms.

- An appropriation during the next annual budget process of at least 25% of the shortfall until the lower limit has been reached. If this is financially not feasible, a written plan shall be forwarded by the Mayor to the Town Council for approval in order to restore the unreserved/unassigned fund balance to an amount within the range within a reasonable time frame. This plan may require reduction of services, increases in taxes, fees, or rates, or some combination thereof.

TYNAN & IANNONE
Attorneys at Law
250 Wolcott Road
Wolcott, Connecticut 06716-2634

WILLIAM F. TYNAN
MARK IANNONE
BRIAN TYNAN
CLIFFORD COMERFORD

TELEPHONE
(203) 879-1431
FAX
(203) 879-9152

March 13, 2014

Chairman David Valletta
Wolcott Town Hall
10 Kenea Avenue
Wolcott, CT 06716

RE: Fund Balance Policy

Dear Chairman Valletta and Members of the Wolcott Town Council:

I have been asked to review a Town of Wolcott General Fund Policy. I believe that you will be receiving a copy of the revised Policy with your packet this week. I have reviewed the Policy and have made some minor suggestions more so the wording of the Policy itself.

The Wolcott Town Charter in Section 702(b) refers to the Cumulative Surplus on the Books at the end of any given fiscal year. It also allows the Mayor to make a recommendation to use the Cumulative Surplus in the budget approval process. A Cumulative Surplus as referred to in the Charter is commonly referred to as the Fund Balance.

The proposed Policy calls for maintaining a minimum of 7% of the ensuing fiscal years operating budget with a targeted maximum of 10%.

The Policy meets with my approval however, it is more decision which should be made by the Town Council as a Policy.

Should you have any questions on this matter, please do not hesitate to contact me.

Very truly yours,


Brian Tynan

BT/an
#6805

TYNAN & IANNONE
Attorneys at Law
250 Wolcott Road
Wolcott, Connecticut 06716-2634

WILLIAM F. TYNAN
MARK IANNONE
BRIAN TYNAN
CLIFFORD COMERFORD

TELEPHONE
(203) 879-1431
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(203) 879-9152

March 13, 2014

Chairman David Valletta
Wolcott Town Hall
10 Kenea Avenue
Wolcott, CT 06716

RE: Naugatuck Valley Council of Governments

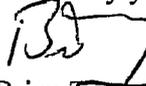
Dear Chairman Valletta and Members of the Wolcott Town Council:

Attached please find a proposed Ordinance allowing the Town of Wolcott to join the Naugatuck Valley Region Council of Governments. This is a draft. I would expect very minor changes in the next coming days in the proposed ordinance.

In accordance with Section 307 of the Wolcott Town Charter, the Town Council must set this matter down for one public hearing. Notice of which shall be given at least five days in advance in a publication having a general circulation in the Town. For that reason, I would suggest that the Council set this matter down for a Public Hearing before your next Town Council meeting.

Thank you very much for your attention to this matter.

Very truly yours,


Brian Tynan

BT/an
Enclosure
#6803

**ORDINANCE REGARDING ADOPTION OF CONNECTICUT GENERAL STATUTE
§§4-124i - 4-124p PERTAINING TO CREATING AND JOINING THE
NAUGATUCK VALLEY COUNCIL OF GOVERNMENTS**

WHEREAS, the Town of Wolcott has heretofore been a designated municipality within the Central Naugatuck Valley Planning Region; and,

WHEREAS, as an eligible member the Town adopted an ordinance (_____) joining the Council of Governments for the Central Naugatuck Valley ("COGCNV") as a regional council of elected officials and remains a member at the present time; and,

WHEREAS, the State of Connecticut has determined that a reorganization and resignation of planning districts shall be completed on or before 1 January 2015; and,

WHEREAS, said reorganization recommended the consolidation of the Central Naugatuck Valley Planning Region (comprised of the following municipalities: Beacon Falls, Bethlehem, Cheshire, Middlebury, Naugatuck, Oxford, Prospect, Southbury, Thomaston, Waterbury, Watertown, Wolcott and Woodbury) and Valley Planning Region (comprised of the following municipalities: Ansonia, Derby, Seymour and Shelton) into a Naugatuck Valley Planning District; and,

WHEREAS, said Naugatuck Valley Planning District may additionally include the City of Bristol and Town of Plymouth; and,

WHEREAS, on or about 11 October 2013 COGCNV and on 17 December 2013 the Valley Council of Governments both approved the voluntary consolidation of the two regions; and,

WHEREAS, on or about 24 December 2013 the Office of Policy and Management approved the requested and redesignated the Central Naugatuck Valley and Valley Planning Regions into the Naugatuck Valley Planning Region; and,

WHEREAS, the Naugatuck Valley Council of Governments ("NVCOG") operating within the newly established Planning Region will commence operations on 1 January 2015; and,

**ORDINANCE REGARDING ADOPTION OF CONNECTICUT GENERAL STATUTE
§§4-124i - 4-124p PERTAINING TO CREATING AND JOINING THE
NAUGATUCK VALLEY COUNCIL OF GOVERNMENTS**

WHEREAS, the Town of Wolcott would like to participate in the creation of NVCOG as the council of governments for the Naugatuck Valley Planning Region by (1) approving an ordinance pursuant to C.G.S. §4-124j adopting C.G.S. §§4-124i-4-124p; (2) filing a certified copy of the adopting ordinance with the Office of Policy and Management of the State of Connecticut ("OPM"); and, (3) upon certification by the Secretary of OPM participating in the operation of the transitional executive committee of NVCOG, which transitional period shall conclude on 31 December 2014 at 11:59:59 PM; and,

WHEREAS, the Town of Wolcott (1) shall remain a member of COGCNV as it continues to operate and wind down as a council of elected officials until December 31, 2014 and participates in the negotiation of the terms and conditions pertinent to the operation of NVCOG prior to January 1, 2015; and, (2) recognizes the necessity of the current members of COGCNV to remain in operation as an unincorporated association of municipalities in order to wind down the affairs and assets of COGCNV that are either not assigned to and integrated within the operations of NVCOG and which the municipalities believe need to remain separate and distinct from NVCOG.

NOW THEREFORE BE IT ORDAINED, AS FOLLOWS:

Sec. 1. Creation of Naugatuck Valley Regional Council of Governments. The Town hereby joins with such municipalities of the Naugatuck Valley Planning Region, as designated by the Secretary of the Office of Policy and Management of the State of Connecticut, to create a regional council of governments to be known as the Naugatuck Valley Regional Council of Governments by adopting the provisions of C.G.S. §§4-124i - 4-124p.

Sec. 1a. Transitional Provision. Certification by the Secretary of the Office of Policy and Management. Transitional Executive Committee and Transitional Period.

(a) Upon certification by the Secretary of said Office of Policy and Management that at least sixty percent of the municipalities in the planning region have adopted ordinances creating a regional council of

**ORDINANCE REGARDING ADOPTION OF CONNECTICUT GENERAL STATUTE
§§4-124i - 4-124p PERTAINING TO CREATING AND JOINING THE
NAUGATUCK VALLEY COUNCIL OF GOVERNMENTS**

government, as required by the Connecticut General Statutes, the Naugatuck Valley Regional Council of Governments shall be established.

(b) Upon such certification, the Transitional Period shall commence. Said Transitional Period shall conclude on 31 December 2014 at 11:59:59 PM. During such period the Town shall participate on the Transitional Executive Committee for the purposes set forth in the Connecticut General Statutes. The Mayor shall be a member of the Transitional Executive Committee. In the absence of the Mayor/First Selectman, the legislative body of the Town/City/Borough shall appoint an elected official to serve as a member. The Mayor/First Selectman may send a representative in his or her stead; however, such representative shall not be a member of said executive committee.

(c) This section shall expire at the conclusion of the Transitional Period and thereafter be void and of no force and effect.

Sec. 2. Membership in the Naugatuck Valley Regional Council of Governments. On and after 1 January 2015, the Town shall be a member of the Naugatuck Valley Council of Governments.

Sec. 3. Powers and Duties of the Naugatuck Valley Council of Governments. The Naugatuck Valley Council of Governments shall have such powers, purposes, rights, duties and responsibilities as shall be set forth in the Connecticut General Statutes.

Sec. 4. Representative to the Naugatuck Valley Council of Government. The Mayor shall be the representative of the Town to the council of governments. In the absence of the Mayor, the legislative body of the Town shall appoint an elected official to serve as a member. The Mayor may send an alternate in his or her stead; however, such alternate shall be entitled to such rights as may be established by the council of governments. The Town shall be entitled to one vote in the affairs of the council of governments.

Sec. 5. The Council of Governments of the Central Naugatuck Valley. Successor Association. The Town shall remain a member of Council of

**ORDINANCE REGARDING ADOPTION OF CONNECTICUT GENERAL STATUTE
§§4-124i - 4-124p PERTAINING TO CREATING AND JOINING THE
NAUGATUCK VALLEY COUNCIL OF GOVERNMENTS**

Governments for the Central Naugatuck Valley as it continues to operate and wind down as a council of elected officials until December 31, 2014. The Town shall also participate with the current members of council of elected officials in an unincorporated association of such municipalities in order to wind down the affairs and assets of the Council of Governments of the Central Naugatuck Valley that are either not assigned to and integrated within the operations of Naugatuck Valley Council of Governments.

Sec. 6. Repeal of Prior Ordinances. On or after 1 January 2015 the following ordinance provisions regarding the council of elected officials shall be repealed: _____.

ORDINANCE REGARDING ADOPTION OF CONNECTICUT GENERAL STATUTE
 §§4-124i - 4-124p PERTAINING TO CREATING AND JOINING THE
 NAUGATUCK VALLEY COUNCIL OF GOVERNMENTS

NOTE:

THIS IS A MODEL ORDINANCE DESIGNED TO FACILITATE THE APPROVAL
 PROCESS IN ACCORD WITH THE CONNECTICUT GENERAL STATUTES. PLEASE
 HAVE YOUR MUNICIPAL ATTORNEY REVIEW TO ASSURE COMPLIANCE WITH ANY
 LOCAL CHARTER OR ORDINANCE REQUIREMENTS.

Applicable Ordinances

Municipality	Code of Ordinance Provisions
1. Beacon Falls	Sec. 19.c entitled "Ordinance Establishing Membership in Central Naugatuck Valley Regional Planning Agency"
2. Bethlehem	§ 19-1 entitled "Membership in Central Naugatuck Valley Council".
3. Cheshire	Sec. 12-1 entitled "Regional council of elected officials of Central Naugatuck Valley" [Sub-sec. (a) Power to Form; (b) Representation to Regional Council of Elected Officials; and, (c) Representation on Regional Planning Commission; and (d) Powers Purposes and Responsibilities].
4. Middlebury	Uncodified: Entitled "Regional Council of Elected Officials of Central Naugatuck Valley" Sections 1-3 (Passed at a Special Town Meeting November 23, 1970. Effective date December 27, 1970. Recorded Vol. 7, Page 222)
5. Naugatuck	Sec. 15-134 entitled "Participation by borough; Sec. 15-135 entitled "Representative"; Sec. 15-136 entitled "Powers, duties, responsibilities"

ORDINANCE REGARDING ADOPTION OF CONNECTICUT GENERAL STATUTE
 §§4-124i - 4-124p PERTAINING TO CREATING AND JOINING THE
 NAUGATUCK VALLEY COUNCIL OF GOVERNMENTS

6. Oxford	Regional Council of Elected Officials of Central Naugatuck Valley; See, §§32.305 ("Membership), 32.306 ("Town Representatives") and 32.307 entitled "Duties and Powers"
7. Prospect	Uncodified: Ordinance concerning creating of Regional Council of Elected Officials adopted by the Prospect Town Council (August 3, 1970) Ordinance #28-08-03-70
8. Southbury	Sec. 2-24 entitled "Regional council of elected officials".
9. Thomaston	Not on line
10. Waterbury	§31.250 entitled "Regional council of elected officials".
11. Watertown	Sec. 22-71 entitled "Town to join; representative by chairman of town council"
12. Wolcott	Not on line
13. Woodbury	Not on line

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**AUTHORIZING RESOLUTION OF THE
WOLCOTT TOWN COUNCIL**

CERTIFICATION:

I, **Dolores C. Slater, Town Clerk, of the Town of Wolcott** do hereby certify that the following is a true and correct copy of a resolution adopted by the **Wolcott Town Council** at its duly called and held meeting on **March 18, 2014**, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the **Wolcott Town Council** may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection (formerly the Department of Emergency Management and Homeland Security) any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that **Thomas G. Dunn, as Mayor of the Town of Wolcott** is authorized and directed to execute and deliver any and all documents on behalf of the **Wolcott Town Council** and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that Thomas G. Dunn now holds the office of Mayor and that he/she has held that office since November 10, 2003.

IN WITNESS WHEREOF: The undersigned has executed this certificate this 19th day of March, 2014.



Dolores C. Slater, Town Clerk

PLACE
SEAL HERE
(or "L.S." if
no seal)