

WOLCOTT TOWN COUNCIL

Regular Meeting

Tuesday, March 17, 2015

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, Joseph Del Buono, Francis Masi, Rachel Wisler, Roger Picard, Jeffrey Slavin, Charles Marsella and Donald Charette Sr.

MEMBERS ABSENT: None

ALSO PRESENT: Mayor Thomas G. Dunn; Linda Bruce, Municipal Finance Officer; Town Attorney Brian Tynan; Marc Frigon, DellaVecchia Funeral Home; Taxpayer: James McKenna; et al.

APPROVAL OF MINUTES:

▪ **Regular Meeting - February 3, 2015**

Upon **MOTION** by Roger Picard, seconded by Jeffrey Slavin, it was unanimously voted to **approve** the minutes of the Regular Meeting held on February 3, 2015.

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

1. **James McKenna, of 400 Boundline Road**, came forward and stated that he is the President of the Edgewood Cemetary Association, but noted that he is here as a taxpayer and not representing the Association this evening. He stated that he is here to address the agenda item regarding the offer of about 20 acres of land from the Association to the Town of Wolcott and also referenced the letter that was sent to the Town regarding same (**see attached**). He stated that he is here to request that the Town not accept the land from the Association at this time. At this time, he proceeded to give a history of the land and facts regarding cemetery space in the Town of Wolcott. He also advised that the Association did a considerable amount of work and spent a considerable amount of money to improve the land and create access to it. He next described a lawsuit that transpired with respect to an abutting property owner who felt that they were trespassing. The lawsuit was recently settled and one of the stipulations was that the Association offer the land back to the Town of Wolcott; this is the reason the letter was sent. Lastly, he noted that the land is important for future cemetery space and requested that the Town not accept the offer as stated in the letter and give the Association the opportunity to explore its options.

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CORRESPONDENCE (on file):

1. **Finance Office Transfers dated February 17th, submitted by Linda Bruce (Fund 01, 31, 35, & 36)**
2. **Finance Office Transfers dated March 3rd, submitted by Linda Bruce (Fund 01 & 31)**
3. **Finance Office Transfers dated March 17th, submitted by Linda Bruce (Fund 01 & 36)**
4. **Information Submitted by Elected Officials Salaries Committee**
5. **Proposed Resolution (#398) Connecticut Small Cities Community Development Block Grant Program**
6. **Letter dated March 9th from the Republican Town Committee requesting Town Council appointment to fill vacancy of elected office on the Board of Assessment Appeals (resignation letter attached)**
7. **Letter dated February 25th from Linda Bruce Regarding Request for Bid Waiver with BMSI (copy of letter dated February 25th to Mayor Dunn regarding same attached)**
8. **Letter dated March 3rd from Town Attorney Brian Tynan regarding Bid Waiver Request**
9. **Proposed Contract for Municipal Geographic Management System with Business Management Systems, Inc. (BMSI)**
10. **Copy of Letter dated February 13th from Mayor Dunn to all town departments regarding spending hold back for balance of FY 2014-2015**
11. **Letter dated February 19th James McKenna with Edgewood Cemetery Association regarding real property off Old Bound Line Road**
12. **2015 Schedule of Budget Meetings**
13. **Letter dated March 2nd from Mayor Dunn announcing that Police Chief Edward Stephens has received the Distinguished Chief Award from the Police Commissioners Association of Connecticut**
14. **Letter dated March 3rd from Mayor Dunn announcing that Chuck O'Neil is Irish Mayor of the Day**

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15. Letter dated March 11th from Town Attorney Brian Tynan regarding Proposed Revaluation Contract
16. Proposed Contract for Reappraisal & Revaluation with Vision Government Solutions, Inc.
17. Board of Education Year to Date Budget Report dated 2-28-15
18. Town of Wolcott Expenditure Report, Revenue Report, & Trial Balance, for month ending 02-28-15

MAYOR'S REPORT:

Mayor Dunn came forward and reported the following:

- They received a letter from the EPA stating that the Town no longer has to have reviews of the Superfund site which were previously required every five years
- There was an article in the newspaper stating that a technicality will be costing the Town of Wolcott \$40,000; this is not correct; nothing was done wrong on the Town's part; there are new mandates from the State stating that it is now the Town's responsibility to inspect their own dams, and also emergency plans are required every 2 years for each dam; in addition, meters now have to be installed on all of the wells
- Chuck O'Neil is the Irish Mayor of the Day today; a ceremony was held at the Town Hall earlier in the day
- The Town Crew will be out repairing all of the potholes; February was the coldest and one of the snowiest on record
- He has reached out to the Council of Small Towns to try to apply for FEMA monies; it is a longshot but they are going to try

A brief question and answer period followed regarding issues with potholes and large snow piles that are restricting site lines. With respect to a question regarding oil delivery, Mayor Dunn noted that all of the Town buildings are on automatic delivery for oil, but there have been instances where they have run out before they deliver. With respect to an accident that occurred due to a snowbank, Mayor Dunn noted that communication between the Police, emergency responders, and Public Works is constant. He does not know whether Public Works was able to get there that evening or not. He will check with the Chief to see if the police called it in that night.

FINANCE OFFICER'S REPORT:

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7:30 p.m.

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Linda Bruce came forward and stated that they continue to work on the FY 2015-2016 budget and there are many transfers that were submitted for approval.

Upon **MOTION** by Gale Mastrofrancesco, seconded by Joseph Del Buono, it was unanimously voted to approve the transfers dated February 17, 2015 for Fund 01 in the amount of \$143,265.00 (**see attached**).

An inquiry was made regarding the above transfers, at which time Mrs. Bruce advised that the operating reserve accounts were put aside in advance for union negotiations, and that it is correct that they are now being transferred into the correct line which depletes all of the accounts.

Upon **MOTION** by Rachel Wisler, seconded by Roger Picard, it was unanimously voted to approve the following transfer dated February 17, 2015: Fund 31; from #8997 \$14,815.00 to #1140 \$14,815.00 (**see attached**).

Upon **MOTION** by Donald Charette, seconded by Roger Picard, it was unanimously voted to approve the following transfer dated February 17, 2015: Fund 35; from #8997 \$9,620.00 to #1140 \$9,620.00 (**see attached**).

Upon **MOTION** by Donald Charette, seconded by Roger Picard, it was unanimously voted to approve the following transfer dated February 17, 2015: Fund 36; from #8997 \$2,240.00 to #1140 \$2,240.00 (**see attached**).

Upon **MOTION** by Gale Mastrofrancesco, seconded by Joseph Del Buono it was unanimously voted to approve the transfers dated March 3, 2015 for Fund 01 in the amount of \$46,501.71 (**see attached**).

Upon **MOTION** by Francis Masi, seconded by Charles Marsella, it was unanimously voted to approve the transfer dated March 3, 2015 for Fund 31 in the amount of \$1,500.00 (**see attached**).

Upon **MOTION** by Charles Marsella, seconded by Rachel Wisler, it was unanimously voted to approve the transfers dated March 17, 2015 for Fund 01 in the amount of \$32,202.66 (**see attached**).

An inquiry was made regarding both of the transfers from Dept. 211 with respect to the above, at which time Mrs. Bruce advised that the money is available from one of the line items due to two police officers being out on workers' compensation. With respect to the 'Heart/Hypertension/Disability' line item, those funds are available to withdraw due to a recipient passing away recently.

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Upon **MOTION** by Rachel Wisler, seconded by Jeffrey Slavin, it was unanimously voted to approve the transfer dated March 17, 2015 for Fund 36 in the amount of \$3,000.00 (**see attached**).

SUB-COMMITTEE AND LIAISON REPORTS:

Sub-Committee for Elected Officials Salaries: Mr. Slavin reported that the sub-committee met on three occasions and submitted information in the packets for approval this evening.

UNFINISHED BUSINESS:

1. Set Salaries for Elected Officials

Upon **MOTION** by Rachel Wisler, seconded by Francis Masi, it was unanimously voted to **Set** the Salaries for Elected Officials as presented to Council Members in their packets (**see attached**).

NEW BUSINESS:

Upon **MOTION** by Rachel Wisler, seconded by Francis Masi, it was unanimously voted to **move** agenda items #6 and #7 up on the agenda to #1 and #2.

1. Discussion & Possible Action on Acceptance of Land from Edgewood Cemetery Association, Inc.

At this time, Attorney Tynan came forward and advised that he was not aware that Mr. McKenna would be here tonight and give the information that he did previously in the meeting. Attorney Tynan suggested that in light of the information given, maybe the best thing to do would be to remove this item from the agenda for now, and meet with the Association to discuss the matter. He could invite a Democratic and Republican member of the Town Council to meet with them at that time.

Upon **MOTION** by Rachel Wisler, seconded by Roger Picard, it was unanimously voted to **table** 'Discussion & Possible Action on Acceptance of Land from Edgewood Cemetery Association, Inc.'

2. Discussion & Possible Action on Conveyance of Land to DellaVecchia Funeral Home (690 Woodtick Road)

At this time, Attorney Tynan and Marc Frigon from DellaVecchia Funeral Home came forward, at which time Mr. Frigon held up a map depicting which parcel of land they are interested in swapping. Attorney Tynan advised that the Town of Wolcott happens to be the abutting property owner to this parcel. The management of the

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funeral home wants to see if the Town is interested in doing a land swap. It would give the funeral home a second means of access to Woodtick Road for safety purposes. The same acreage would be given back to the Town; it would just be swapping a piece from the back to the front. Mr. Frigon advised that their parking lot is very small and it gets very hectic and is dangerous many times. Mr. Frigon next explained that the traffic would flow much better and described all of the specifics of the plan, including the width of the proposed driveway which would be approximately 48 feet wide. Lengthy discussion followed with respect to the details of the plan, other options, possible future use by the Town, and as to how they should proceed, after which the following determination was made.

Upon **MOTION** by Joseph Del Buono, seconded by Charles Marsella, it was unanimously voted to **Convey** Land to DellaVecchia Funeral Home (690 Woodtick Road).

3. Resolution: Connecticut Small Cities Community Development Block Grant Program

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted to **adopt** the following resolution (#398) Connecticut Small Cities Community Development Block Grant Program; BE IT RESOLVED That the filing of an application by the Town of Wolcott in an amount not to exceed \$400,000 is hereby approved, and that the Mayor is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing (**reading of entire resolution was waived-full text attached**).

4. Appointment to the Board of Assessment Appeals to Fill Vacancy

Upon **MOTION** by Rachel Wisler, seconded by Jeffrey Slavin, it was unanimously voted to **accept the appointment** of Harry Fitzgerald to fill the vacancy on the Board of Assessment Appeals.

5. Discussion & Possible Action to Waive Public Bidding Procedures for Municipal Geographic Management System with Business Management Systems, Inc. (BMSI)

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted to **Waive** the Public Bidding Procedures for Municipal Geographic Management System with Business Management Systems, Inc. (BMSI) **{see attached}**.

6. Discussion & Possible Action to Authorize the Mayor to Execute Contract for Municipal Geographic Management System with Business Management Systems, Inc. (BMSI)

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Upon **MOTION** by Gale Mastrofrancesco, seconded by Roger Picard, it was unanimously voted to **Authorize** the Mayor to Execute Contract for Municipal Geographic Management System with Business Management Systems, Inc. (BMSI) {see attached}.

7. Discussion & Possible Action to Authorize the Mayor to Execute Contract for Reappraisal & Revaluation with Vision Government Solutions, Inc.

A **MOTION** was offered by Gale Mastrofrancesco, seconded by Joseph Del Buono, to **Authorize** the Mayor to Execute Contract for Reappraisal & Revaluation with Vision Government Solutions, Inc. (**on file**).

Mrs. Wisler questioned why a full revaluation is being done when it was done in 2011, and is only required every ten years, at which time Mayor Dunn and Attorney Tynan stated that in 2011, a 'statistical' revaluation was done, which is required every five years.

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

ITEMS FOR NEXT AGENDA:

Chairman Valletta advised that if anyone has any items please contact the Chairman or the Secretary.

TAXPAYERS' TIME:

No taxpayers came forward.

EXECUTIVE SESSION:

No Executive Session was held.

ADJOURNMENT:

Upon **MOTION** by Roger Picard, seconded by Joseph Del Buono, it was unanimously voted to adjourn the meeting at 8:35 p.m.

APPROVED:


Elizabeth Gaudiosi, Secretary
WOLCOTT TOWN COUNCIL


David Valletta, Chairman
WOLCOTT TOWN COUNCIL

398

CERTIFIED RESOLUTION OF APPLICANT

SMALL CITIES PROGRAM

Certified a true copy of a resolution adopted by the Town of Wolcott at a meeting of its Town Council on March 17, 2015 and which has not been rescinded or modified in any way whatsoever.

Debra C Slater
(Clerk)

3-19-2015
(Date)

(Seal)

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 – 3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Wolcott make application to the State for \$400,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,
2. That the filing of an application by the Town of Wolcott in an amount not to exceed \$400,000 is hereby approved, and that the Mayor is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, to carry out approved activities and to act as the authorized representative of the Town of Wolcott.



TOWN OF WOLCOTT

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

February 12, 2015

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

RE: TRANSFERS WITHIN/BETWEEN DEPARTMENTS - FISCAL YEAR 2014/2015

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 2014/2015 contained in Schedule A (Fund 01) and Schedule A (Funds 31, 35 & 36) 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
Enclosures

MAYOR'S ACTION:

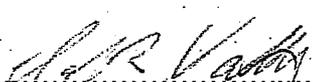
DATE: February 12, 2015

APPROVED BY: 

Thomas G. Dunn, Mayor
Town of Wolcott

COUNCIL'S ACTION:

DATE: February 17, 2015

APPROVED BY: 

Chairman, Wolcott Town Council

SCHEDULE A
TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 01
2014-2015 FISCAL YEAR - FOR REVIEW ON FEBRUARY 17, 2015

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
OTHER GENERAL GOVERNMENT - 112				
	TO: 01-1-112-1-1120	Wages - Clerical	4,000.00	
	TO: 01-1-112-1-1140	Wages - Operations	2,000.00	
	TO: 01-1-112-1-1143	Wages - Maintenance	3,995.00	
	FROM: 01-1-112-8-8997	Operating Reserve		9,995.00
TOWN CLERK'S OFFICE - 122				
	TO: 01-1-122-1-1120	Wages - Clerical	1,950.00	
	FROM: 01-1-122-8-8997	Operating Reserve		1,950.00
FINANCE OFFICE - 152				
	TO: 01-1-152-1-1120	Wages - Clerical	2,440.00	
	FROM: 01-1-152-8-8997	Operating Reserve		2,440.00
TAX COLLECTOR - 153				
	TO: 01-1-153-1-1120	Wages - Clerical	980.00	
	FROM: 01-1-153-8-8997	Operating Reserve		980.00
ASSESSOR'S OFFICE - 154				
	TO: 01-1-154-1-1120	Wages - Clerical	2,020.00	
	FROM: 01-1-154-8-8997	Operating Reserve		2,020.00
PLANNING & ZONING - 163				
	TO: 01-1-163-1-1120	Wages - Clerical	2,065.00	
	FROM: 01-1-163-8-8997	Operating Reserve		2,065.00
POLICE - 211				
	TO: 01-2-211-1-1120	Wages - Clerical	2,445.00	
	FROM: 01-2-211-8-8997	Operating Reserve		2,445.00
PUBLIC SAFETY - 212				
	TO: 01-2-212-1-1140	Wages - Operations	15,000.00	
	FROM: 01-2-212-8-8997	Operating Reserve		15,000.00
ANIMAL CONTROL OFFICER - 213				
	TO: 01-2-213-1-1140	Salary/Wages - Operations	2,385.00	
	FROM: 01-2-213-8-8997	Operating Reserve		2,385.00
PUBLIC WORKS - 311				
	TO: 01-3-311-1-1140	Wages - Operations	98,425.00	
	FROM: 01-3-311-8-8997	Operating Reserve		98,425.00
Reason: To pay retroactive pay to employees in the Town Hall, MACO, Dispatcher, Police Clerical and Secretarial Union and the Local1303-63 of council 4 AFSCME, AFL-CIO, Public Works Union.				
GENERAL GOV'T - 112 & POLICE - 211				
	TO: 01-1-112-2-2600	Workers Comp Insurance	3,238.00	
	TO: 01-2-211-2-2600	Workers Comp Insurance	2,322.00	
	FROM: 01-112-8-8998	Contingency Account		5,560.00
Reason: To pay for the Workers Comp 2013-14 Payroll Audit invoice.				
TOTAL TRANSFERS - FUND 01			143,265.00	143,265.00

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 2/10/15

REQUESTOR: Linda R. Bruce

FUND 01

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-1-112-1-1120</u>	<u>Wages - Clerical</u>	<u>4,000.00</u>
TO	<u>01-1-112-1-1140</u>	<u>Wages - Operations</u>	<u>2,000.00</u>
TO	<u>01-1-112-1-1143</u>	<u>Wages - Maintenance</u>	<u>3,995.00</u>
FROM	<u>01-1-112-8-8997</u>	<u>Operating Reserve</u>	<u>9,995.00</u>
TO	<u>01-1-122-1-1120</u>	<u>Wages - Clerical</u>	<u>1,950.00</u>
FROM	<u>01-1-122-8-8997</u>	<u>Operating Reserve</u>	<u>1,950.00</u>
TO	<u>01-1-152-1-1120</u>	<u>Wages - Clerical</u>	<u>2,440.00</u>
FROM	<u>01-1-152-8-8997</u>	<u>Operating Reserve</u>	<u>2,440.00</u>
TO	<u>01-1-153-1-1120</u>	<u>Wages - Clerical</u>	<u>980.00</u>
FROM	<u>01-1-153-8-8997</u>	<u>Operating Reserve</u>	<u>980.00</u>
TO	<u>01-1-154-1-1120</u>	<u>Wages - Clerical</u>	<u>2,020.00</u>
FROM	<u>01-1-154-8-8997</u>	<u>Operating Reserve</u>	<u>2,020.00</u>
TO	<u>01-1-163-1-1120</u>	<u>Wages - Clerical</u>	<u>2,065.00</u>
FROM	<u>01-1-163-8-8997</u>	<u>Operating Reserve</u>	<u>2,065.00</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:

Accounts not exhausted.

Transfer is needed for:

To pay retroactive pay to employees in the Town Hall, MACO, Dispatcher, Police Clerical and Secretarial Union.

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

No effect.

APPROVAL L. Bruce

FINANCE OFFICE USE

DATE:..... 2/10/2015

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 2/10/15

REQUESTOR: Linda R. Bruce

FUND 01

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-1-112-2-2600</u>	<u>Workers Comp Insurance</u>	<u>3,238.00</u>
	<u>01-2-211-2-2600</u>	<u>Workers Comp Insurance</u>	<u>2,322.00</u>
FROM	<u>01-1-112-8-8998</u>	<u>Contingency Account</u>	<u>5,560.00</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:

Accounts are not exhausted. Encumbrances remain for the final quarterly billing.

Transfer is needed for:

To pay for the Workers Comp 2013-14 Payroll Audit invoice.

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

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 2/10/2015

SCHEDULE A
TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUNDS 31, 35 & 36
2014-2015 FISCAL YEAR - FOR REVIEW ON FEBRUARY 17, 2015

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
FARMINGBURY HILLS COMMISSION - FUND 31				
	TO: 31-5-801-1-1140	Wages - Operations	14,815.00	
	FROM: 31-5-801-8-8997	Operating Reserve		14,815.00
TOTAL TRANSFERS - FUND 31			14,815.00	14,815.00
SEWER USAGE - FUND 35				
	TO: 35-3-321-1-1120	Wages - Clerical	3,020.00	
	FROM: 35-3-321-8-8997	Operating Reserve		3,020.00
	TO: 35-3-321-1-1140	Wages - Operations	6,600.00	
	FROM: 35-3-321-8-8997	Operating Reserve		6,600.00
TOTAL TRANSFERS - FUND 35			9,620.00	9,620.00
WATER USAGE - FUND 36				
	TO: 36-3-351-1-1120	Wages - Clerical	585.00	
	FROM: 36-3-351-8-8997	Operating Reserve		585.00
	TO: 36-3-351-1-1140	Wages - Operations	1,655.00	
	FROM: 36-3-351-8-8997	Operating Reserve		1,655.00
TOTAL TRANSFERS - FUND 36			2,240.00	2,240.00

Reason: To pay retroactive pay to employees in the Town Hall, MACO, Dispatcher, Police Clerical and Secretarial Union and the Local1303-63 of council 4 AFSCME, AFL-CIO, Public Works Union.

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 2/10/15

REQUESTOR: Linda R. Bruce

FUNDS: 31
35
36

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>31-5-801-1-1140</u>	<u>Wages - Operations</u>	<u>14,815.00</u>
FROM	<u>31-5-801-8-8997</u>	<u>Operating Reserve</u>	<u>14,815.00</u>
TO	<u>35-3-321-1-1120</u>	<u>Wages - Clerical</u>	<u>3,020.00</u>
FROM	<u>35-3-321-8-8997</u>	<u>Operating Reserve</u>	<u>3,020.00</u>
TO	<u>35-3-321-1-1140</u>	<u>Wages - Operations</u>	<u>6,600.00</u>
FROM	<u>35-3-321-8-8997</u>	<u>Operating Reserve</u>	<u>6,600.00</u>
TO	<u>36-3-351-1-1120</u>	<u>Wages - Clerical</u>	<u>585.00</u>
FROM	<u>36-3-351-8-8997</u>	<u>Operating Reserve</u>	<u>585.00</u>
TO	<u>36-3-351-1-1140</u>	<u>Wages - Operations</u>	<u>1,655.00</u>
FROM	<u>36-3-351-8-8997</u>	<u>Operating Reserve</u>	<u>1,655.00</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:

Accounts not exhausted.

Transfer is needed for:

To pay retroactive pay to employees in the Town Hall, MACO, Dispatcher, Police Clerical and Secretarial Union and the Local 1303-63 of Council 4 AFSCME, AFL-CIO, Public Works Union.

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

No effect.

APPROVAL L. Bruce.....

FINANCE OFFICE USE

DATE:..... 2/10/2015



TOWN OF WOLCOTT

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

February 26, 2015

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

RE: TRANSFERS WITHIN/BETWEEN DEPARTMENTS - FISCAL YEAR 2014/2015

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 2014/2015 contained in Schedule A (Fund 01) and Schedule A (Fund 31) 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
Enclosures

MAYOR'S ACTION:

DATE: February 26, 2015

APPROVED BY:
Thomas G. Dunn, Mayor
Town of Wolcott

COUNCIL'S ACTION:

DATE: March 3, 2015

APPROVED BY:
Chairman, Wolcott Town Council

SCHEDULE A
TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 01
2014-2015 FISCAL YEAR - FOR REVIEW ON MARCH 3, 2015

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
PUBLIC WORKS - 311				
TO:	01-3-311-1-1400	OVERTIME	33,501.71	
	01-3-311-5-5700	OPERATING SUPPLIES	13,000.00	
FROM:	01-1-122-3-3250	REGULATORY TRAINING		85.00
	01-1-122-3-3655	RECORDS MANAGEMENT		1,000.00
	01-1-122-8-8220	ELECTION EXPENSE		250.00
	01-1-153-3-3635	TITLE SEARCH FEES		1,000.00
	01-1-153-3-3995	AGENCY COLLECTION FEES		14,000.00
	01-1-154-3-3337	VALUATION GUIDES		2,000.00
	01-1-154-4-4400	MAINT.-EQUIPMENT		140.00
	01-1-167-4-4400	MAINT. VOTING MACHINES		1,374.43
	01-1-167-5-5105	BALLOTS,ELECTION		6,925.28
	01-2-211-1-1900	ACCRUED SICK DAYS		2,500.00
	01-2-211-3-3991	IN-SERVICE TRAINING		2,000.00
	01-2-211-5-5100	OFFICE SUPPLIES		500.00
	01-2-216-4-4420	MAINT. & REPAIR BUILDING		2,000.00
	01-2-222-1-1183	DEPUTY FIRE MARSHALS		2,000.00
	01-2-222-5-5600	EQUIPMENT & SUPPLIES		500.00
	01-5-551-1-1140	WAGES - OPERATIONS		5,000.00
	01-5-551-5-5100	OFFICE SUPPLIES		2,414.00
	01-5-551-7-7312	AUTOMATION-LIBRARY		2,813.00
TOTAL TRANSFERS - FUND 01			46,501.71	46,501.71

Reason: To pay for Public Works snow removal material and overtime through the end of the fiscal year.
None of the winter storms to date have qualified for FEMA reimbursement.

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 2/26/15

REQUESTOR: Linda R. Bruce

FUND 01

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-3-311-1-1400</u>	<u>Overtime</u>	<u>33,501.71</u>
	<u>01-3-311-5-5700</u>	<u>Operating Supplies</u>	<u>13,000.00</u>
FROM	<u>01-1-122-3-3250</u>	<u>Regulatory Training</u>	<u>85.00</u>
	<u>01-1-122-3-3655</u>	<u>Records Management</u>	<u>1,000.00</u>
	<u>01-1-122-8-8220</u>	<u>Election Expense</u>	<u>250.00</u>
	<u>01-1-153-3-3635</u>	<u>Title Search Fees</u>	<u>1,000.00</u>
	<u>01-1-153-3-3995</u>	<u>Agency Collection Fees</u>	<u>14,000.00</u>
	<u>01-1-154-3-3337</u>	<u>Valuation Guides</u>	<u>2,000.00</u>
	<u>01-1-154-4-4400</u>	<u>Maint.-Equipment</u>	<u>140.00</u>
	<u>01-1-167-4-4400</u>	<u>Maint.Voting Machines</u>	<u>1,374.43</u>
	<u>01-1-167-5-5105</u>	<u>Ballots, Election</u>	<u>6,925.28</u>
	<u>01-2-211-1-1900</u>	<u>Accrued Sick Days</u>	<u>2,500.00</u>
	<u>01-2-211-3-3991</u>	<u>In-Service Training</u>	<u>2,000.00</u>
	<u>01-2-211-5-5100</u>	<u>Office Supplies</u>	<u>500.00</u>
	<u>01-2-216-4-4420</u>	<u>Maint.& Repair Building</u>	<u>2,000.00</u>
	<u>01-2-222-1-1183</u>	<u>Deputy Fire Marshals</u>	<u>2,000.00</u>
	<u>01-2-222-5-5600</u>	<u>Equipment & Supplies</u>	<u>500.00</u>
	<u>01-5-551-1-1140</u>	<u>Wages-Operations</u>	<u>5,000.00</u>
	<u>01-5-551-5-5100</u>	<u>Office Supplies</u>	<u>2,414.00</u>
	<u>01-5-551-7-7312</u>	<u>Automation-Library</u>	<u>2,813.00</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:

Account is not exhausted.

Transfer is needed for:

To pay for Public Works snow removal material and overtime through the end of the fiscal year. None of the winter storms to date have qualified for FEMA reimbursement.

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

No effect.

APPROVAL Linda R. Bruce

FINANCE OFFICE USE

DATE:..... 2/26/2015

**SCHEDULE A
 TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 31
 2014-2015 FISCAL YEAR - FOR REVIEW ON MARCH 3, 2015**

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
FARMINGBURY HILLS COMMISSION - FUND 31				
TO:	31-5-801-4-4410	MAINT - CARTS	1,500.00	
FROM:	31-5-801-5-5412	COURSE SUPPLIES		1,500.00
TOTAL TRANSFERS - FUND 31			1,500.00	1,500.00

Reason: To pay for motor on maintenance cart.

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 2/20/15

REQUESTOR: Paul Garland

DEPT.# 801

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>31-5-801-4-4410</u>	<u>Maint - Carts</u>	<u>1,500.00</u>
	<u> </u>	<u> </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>
FROM	<u>31-5-801-4-5412</u>	<u>Course Supplies</u>	<u>1,500.00</u>
	<u> </u>	<u> </u>	<u> </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 was never funded for this fiscal year budget.

Transfer is needed for:
To pay for new motor on maintenance cart.

The effect on the "from" account(s):
Account will be analyzed closer to end of fiscal year.

APPROVAL L. Bruce FINANCE OFFICE USE DATE:..... 2/26/2015

REPRODUCE THIS FORM AS NECESSARY



TOWN OF WOLCOTT

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

March 12, 2015

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

RE: TRANSFERS WITHIN/BETWEEN DEPARTMENTS - FISCAL YEAR 2014/2015

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 2014/2015 contained in Schedule A (Fund 01) and Schedule A (Fund 36) which are attached hereto and made a part hereof.

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

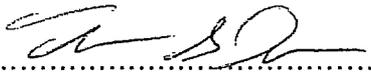
Sincerely,

Linda R. Bruce,
Municipal Finance Officer

LRB/sh
Enclosures

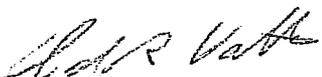
MAYOR'S ACTION:

DATE: March 12, 2015

APPROVED BY: 
Thomas G. Dunn, Mayor
Town of Wolcott

COUNCIL'S ACTION:

DATE: March 17, 2015

APPROVED BY: 
Chairman, Wolcott Town Council

**SCHEDULE A - REVISED
 TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 01
 2014-2015 FISCAL YEAR - FOR REVIEW ON MARCH 17, 2015**

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
PUBLIC WORKS - 311				
TO:	01-3-311-1-1400	OVERTIME	9,557.02	
	01-3-311-4-4400	MAINTENANCE-EQUIPMENT	20,000.00	
	01-3-311-2-2200	SOCIAL SECURITY	6,000.00	
FROM:	01-1-153-3-3010	LEGAL/PUBLIC NOTICES		200.00
	01-1-153-3-3015	ADV./LIEN SALES		500.00
	01-1-154-3-3410	MAPS & MATERIALS		300.00
	01-1-163-3-3870	REWRITE REGULATIONS		200.00
	01-1-163-5-5110	MAPS & MATERIALS		400.00
	01-1-164-3-3250	COMPR/REGLTRY TRAINING		500.00
	01-1-164-3-3415	CONSERVATION MARKING		400.00
	01-1-166-3-3010	LEGAL /PUBLIC NOTICES		300.00
	01-2-211-1-1140	WAGES-OPERATIONS		13,815.36
	01-2-211-2-2130	HEART/HYPERTENSION/DISABILITY		16,931.66
	01-2-212-1-1900	ACCRUED SICK DAYS		500.00
	01-2-216-4-4420	MAINT. & REPAIR BUILDING		1,000.00
	01-5-521-8-8120	MUSIC CONCERTS		510.00

Reason: To pay for Public Works overtime and equipment maintenance through the end of the fiscal year.
 None of the winter storms to date have qualified for FEMA reimbursement.

COMMISSION ON AGING - 168

TO:	01-1-168-4-4600	BLDG MAINTENANCE - SENIOR CTR	645.64	
FROM:	01-1-112-4-4410	MAINTENANCE - TOWN HALL		645.64

Reason: State of Connecticut required water meter at Senior Center.

TOTAL TRANSFERS - FUND 01	36,202.66	36,202.66
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TOWN of WOLCOTT

REQUEST FOR TRANSFER - REVISED

DATE: 3/17/15

REQUESTOR: Linda R. Bruce

FUND 01

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-3-311-1-1400</u>	<u>Overtime</u>	<u>9,557.02</u>
	<u>01-3-311-4-4400</u>	<u>Maintenance-Equipment</u>	<u>20,000.00</u>
	<u>01-3-311-2-2200</u>	<u>Social Security</u>	<u>6,000.00</u>
FROM	<u>01-1-153-3-3010</u>	<u>Legal/ Public Notices</u>	<u>200.00</u>
	<u>01-1-153-3-3015</u>	<u>Adv./Lien Sales</u>	<u>500.00</u>
	<u>01-1-154-3-3410</u>	<u>Maps & Materials</u>	<u>300.00</u>
	<u>01-1-163-3-3870</u>	<u>Rewrite Regulations</u>	<u>200.00</u>
	<u>01-1-163-5-5110</u>	<u>Maps & Materials</u>	<u>400.00</u>
	<u>01-1-164-3-3250</u>	<u>Cmptr/Regltry Training</u>	<u>500.00</u>
	<u>01-1-164-3-3415</u>	<u>Conservation Marking</u>	<u>400.00</u>
	<u>01-1-166-3-3010</u>	<u>Legal/Public Notices</u>	<u>300.00</u>
	<u>01-2-211-1-1140</u>	<u>Wages-Operations</u>	<u>13,815.36</u>
	<u>01-2-211-2-2130</u>	<u>Heart/Hypertension/Disability</u>	<u>16,931.66</u>
	<u>01-2-212-1-1900</u>	<u>Accrued Sick Days</u>	<u>500.00</u>
	<u>01-2-216-4-4420</u>	<u>Maint.& Repair Building</u>	<u>1,000.00</u>
	<u>01-5-521-8-8120</u>	<u>Music Concerts</u>	<u>510.00</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:

Account is not exhausted.

Transfer is needed for:

To pay for Public Works overtime and equipment maintenance through the end of the fiscal year.

None of the winter storms to date have qualified for FEMA reimbursement.

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

No effect.

FINANCE OFFICE USE

APPROVAL L. Bruce

DATE:..... 3/17/2015

REPRODUCE THIS FORM AS NECESSARY

**SCHEDULE A
TRANSFERS WITHIN / BETWEEN DEPARTMENTS FUND 36
2014-2015 FISCAL YEAR - FOR REVIEW ON MARCH 17, 2015**

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
WATER USAGE - FUND 36				
TO:	36-3-351-4-4460	MAINTENANCE - WATER	3,000.00	
FROM:	36-3-351-3-3430	TESTING COSTS		3,000.00
		TOTAL TRANSFERS - FUND 36	3,000.00	3,000.00

Reason: To cover the additional costs related to electrical failures and repairs.

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 03/11/2015

REQUESTOR: Philip Olmstead



DEPT.# 351

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	36-3-351-4-4460	Maintenance - Water	3,000.00
FROM	36-3-351-3-3430	Testing Costs	3,000.00

**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:

Parts and Labor for preventative troubleshooting and repair of soft starter electrical component failure at Beach Rd Pump Station. Also Parts and Labor for troubleshooting and repair of Pribusion communication equipment electrical failure at Waterbury Wolcott Meter Vault.

Transfer is needed for:

Cover the additional costs related to electrical failures and repairs.

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

To date, water quality and monitoring have been in complete compliance therefore no additional testing has been required. As such, there is expected to be sufficient funds remaining in Testing Costs to cover expenses through to the end of the fiscal year.

APPROVAL Linda K. Bruce (SH)

FINANCE OFFICE USE

DATE: 3/11/2015

WOLCOTT REPUBLICAN TOWN COMMITTEE

March 9, 2015

Wolcott Town Council
10 Kenea Ave
Wolcott, CT 06716

Dear council members:

The Republican Town Committee would like to respectfully request that Harry Fitzgerald serve the remainder of the term on the Board of Assessment Appeals left vacant by June Vitello. Mr Fitzgerald can be reached at 203.879.4055, 1046 Woodtick Rd, Wolcott CT.

Sincerely,

Cathe B Sherman
Vacancy Chairperson Wolcott
Republican Town Committee

WOLCOTT TOWN COUNCIL

Taxpayers' Time
Sign-In Sheet

NAME (Please Print)

ADDRESS (Please Print)

James McKenna

400 Boundline Rd.

MARC FRISON

690 Woodstock Rd

RECEIVED

9-8-14
12:25 pm

Dolores C. Seater

TOWN CLERK
WOLCOTT, CONN.

September 5, 2014

Mayor Thomas G. Dunn
10 Kenea Ave.
Wolcott, CT 06716

Dear Mayor Dunn,

This letter serves as my resignation from the Board of Assessment Appeals. It has been an honor and a pleasure to serve in this role. I enjoyed working with Pam Deziel, Mae Flynn, and the other board members.

My resignation is for personal reasons, and perhaps someday in the future I would consider serving in the Town of Wolcott again.

Thanks to everyone in the Assessor's Office and the Board of Assessment Appeals members; it was a great experience working with them.

Sincerely,

June R. Vitiello

June R. Vitiello
391 Center St.
Wolcott, CT 06716

Cc: Pam Deziel, Assessor
Mae Flynn, Board of Assessment Appeals Secretary
Adam Glasser, Board of Assessment Appeals Chairman

9/8 copy to Mayor
B.A.P.
Rep from Com. meeting



TOWN OF WOLCOTT

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

February 25, 2015

TO: David Valletta, Chairman Wolcott Town Council
FROM: Linda R. Bruce, Municipal Finance Officer

RE: Request for Bid Waiver

Please find enclosed my memo to Mayor Dunn regarding a bid waiver for a Municipal Geographic Management System with Business Management Systems, Inc. I have listed in the attached memo multiple reasons for the request for a bid waiver.

As noted in the memo to Mayor Dunn, after discussions with Pamela Deziel, Wolcott's Assessor and based on her professional expertise, it is my opinion a public bid for these services would not be beneficial to the Town of Wolcott.

We are also requesting the Town Council approve the contract with Business Management Systems, Inc. and authorize the Mayor to execute the contract. The project total as listed on page 1 of the contract is \$15,000.00. Three departments in the 2014/2015 Fiscal Year budget are budgeted for 50% of the cost. Building, Planning and Zoning and the Assessor's department have funds allocated for this system. The balance of the contract will be funded through the subsequent Fiscal Year's General Government Budget.

Linda R. Bruce

/lrb

Bid Waiver Request David Valletta Municipal Geographic Management System with Business Management Systems, Inc.
Town Council Meeting March 3, 2015

CC: Mayor Thomas G. Dunn
Brian Tynan, Town Attorney
Town Council Members
Pamela Deziel, Assessor



TOWN OF WOLCOTT

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

February 25, 2015

TO: Mayor Thomas G. Dunn
FROM: Linda R. Bruce, Municipal Finance Officer

RE: Municipal Geographic Management System with BMSI – Contract Value \$15,000

In accordance with the Wolcott Town Charter, Section 707, paragraph [c] and [v], it is my opinion that to proceed with the public bidding procedure for a Municipal Geographic Management System would not be in the best interest of the Town of Wolcott.

The justification for this recommendation is based on the following:

- The BMSI Municipal Geographic System is a proprietary software that links with the VISION & CAMA System which is a proprietary software system currently used by the Assessor's Office
- The BMSI Municipal Geographic System provides a seamless two way link between the two programs to provide communication from/to the Building and Planning and Zoning Departments System and the CAMA System
- Building permits and Planning and Zoning permits entered into the system will automatically generate a notification to the Assessor's Office of the issuance of permits and certificates of occupancy at predetermined intervals
- The Assessor's Office will be able to then download all permits and certificates of occupancy information directly into the CAMA System. Currently the information is re-entered into the CAMA System and an Excel Database in the Assessor's Office creating a duplication of work
- A printable report will also be generated by each notification for use by the Assessor to schedule inspections
- The Assessor's Office will also be able to communicate with the Building and Planning & Zoning Departments regarding inspections made by the Assessor's Office
- There is an imaging module which will allow all documents including drawings, schematics, photographs, plans, etc. to be scanned into a file for any property for record keeping purposes

Page 2

February 25, 2015

Mayor Thomas G. Dunn
Municipal Geographic Management System with BMSI

After having multiple discussions with Pamela Deziel, Wolcott's Assessor, and based on her professional expertise, it is my opinion a public bid for these services would not be beneficial to the Town of Wolcott.

Linda R. Bruce

/lrb

CC: Town Council Members
Brian Tynan, Town Attorney
Pamela Deziel, Assessor

Mayor Thomas G. Dunn Bid Waiver Request Municipal Geographic Management System with BMSI
02.25.2015

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
tilawct.com

March 3, 2015

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

**RE: Bid Waiver and Contract for Assessor's Office with
Business Management Systems, Inc. (BMSI)**

Dear Chairman Valletta and Members of the Wolcott Town Council:

I understand that the Council will be discussing a possible Bid Waiver and proposed Contract with BMSI for the benefit of the Assessor's Office, the Building Department and the Planning and Zoning Commission. I have reviewed the Bid Waiver Request, I have spoken with the Assessor, and have reviewed the proposed Contract and would recommend:

1. The Waiver of the Bid; and
2. A favorable Motion Authorizing the Mayor to execute the Contract with BMSI.

As the Council has gone through the requirements of Bid Waivers in the past, I will not detail the requirements other than to say that this request meets with the Charter requirements for Public Bid Waiver Procedures. The Municipal Finance Officer has recommended the Waiver in this particular instance. I believe Mrs. Bruce's Memo of February 25, 2015 details the facts justifying this Waiver of this particular bid for a number of reasons. I would point out Mrs. Bruce's third bullet on her Memo which reads "Building Permits and Planning and Zoning Permits entered into the system will automatically generate a notification to the Assessor's Office of the issuance of permits and Certificates of Occupancy at predetermined intervals." I believe that this Program would highly benefit the Assessor's Office by receiving automatically generated notifications of these COs and Permits. This would speed the Assessor's Office process up immensely and prevent any clerical errors.

I did have a lengthy conversation with Pamela Deziel, the Town Assessor. She was very happy with BMSI's proposal. In response to my question she felt that the two days of on-site training and testing is more than sufficient and she is happy with unlimited online support for her department as well as other departments. She also indicated that the \$2,000.00 annual support fee is comparable to other fees that the Town pays.

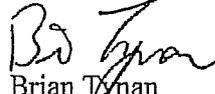
The Assessor expects the program to be installed in the next few weeks. The Contract calls for a one half payment of \$7,500.00 which will be made as the program is being

TYNAN & IANNONE

Attorneys at Law

installed. I understand that the various departments have these funds in their respective budgets for fiscal year 2014-2015. The second payment will be made in fiscal year 2015-2016 well after the Town has been using this Program for quite some time. Therefore, I believe that this proposal is fair as the Contractor will be paid as the Program is being installed and the Town will have a period of time to assess the program before making the second installment.

Very truly yours,


Brian Tynan

BT/an

Cc: Mayor Thomas G. Dunn

Cc: Municipal Finance Officer Linda Bruce

Cc: Town Assessor, Pamela Deziel



BUSINESS MANAGEMENT SYSTEMS, INC.

February 24, 2015

Pam Deziel Town of Wolcott
10 Kenea Avenue
Wolcott, CT 06716

Dear Pam:

The updated proposal that you requested is below. The software proposed below includes all of the features MGMS software demonstrated and of the Vision. Delivery of MGMS and the Outlook interface will be 30-60 days after receipt of order.

BMSI MUNICIPAL GEOGRAPHIC MANAGEMENT SYSTEM **\$15,000.00**

Includes

- Customization of your forms..
- Conversion of Existing System data and Assessors' Spreadsheet data
- Two way interface with Vision Appraisal System.
- Mapping Module.
Interfaces to Maps within the GIS System Allows printing of abutters lists and other sophisticated map related functions.
- Imaging Module.
All documents, drawings or photos that are used as part of the planning, zoning, permitting or code enforcement process can be converted to magnetic form and instantly recalled when necessary.
- Integrated OUTLOOK module.
Allows for scheduling of inspections from outlook calendar to MGMS and from MGMS to your outlook Calendar.
- Installation, Testing and Training on site - 2 days inclusive of travel expenses.
additional online, free of charge, training is available.

Annual Support/Licensing

\$2,000.00



BUSINESS MANAGEMENT SYSTEMS, INC.

DATA CONVERSION

The above proposal includes data conversion. BMSI can only convert the data that is available from the existing system. If a complete data set is not provided a full data conversion may not be possible. The data conversions will require some data cleanup by you or your staff.

SOFTWARE TRAINING AND INSTALLATION SERVICES

The above proposal total cost includes the cost of BMSI software installation and training up to the number of days specified. BMSI software installation and setup services are usually provided at the beginning of the first training session. Additional software installation services and training are available at \$100.00 per hour onsite, \$50.00 per hour travel time and 58 cents per mile. Note that additional services performed requiring overnight travel will also be billed for other travel and per diem expenses. As an alternative, you may opt for phone/web training and installation services at no charge.

This proposal does not include hardware/operating system setup. Services performed by BMSI to enable the hardware/operating system to accommodate said BMSI software will be billed at \$125.00 per hour onsite, \$62.50 per hour travel time and 58 cents per mile.

SOFTWARE SUPPORT/LICENSING

For each year, there is a Support/license fee. For this fee you will receive, for a 12 month period unlimited telephone, internet or modem support from our office as well as all program updates issued by our office improving the program(s) or meeting new state and/or federal requirements.

Software support is the correction of any "bug" or program error which interferes with the correct running of the program. Software support is also continued assistance by phone or modem to help your program operators handle those problems which they cannot cope with. Software support does not include new programming, restoration of data, additional onsite work or environmental and hardware problems for which there is a charge based on our standard rates.

Software support is available by phone or modem to FRANCONIA, New Hampshire during business hours - 8:30 AM to 5:00 PM, Monday through Thursday and 8:30 AM to 3:00 PM on Friday. It is given by trained and experienced programmers and system operators. Service to client's site is by arrangement.



BUSINESS MANAGEMENT SYSTEMS, INC.

HARDWARE REQUIREMENTS

Hardware. The system will run on windows server 2002/2008/2012. Workstations require Windows XP/7/8. Vista is not supported.

Printers. Windows printers have vastly different configuration methods and drivers so please check with BMSI for suitability.

Other. We also recommend a 17" monitor with a minimum of 1026x768 resolution. A high speed internet connection software is required for support and some updates.

PROPOSAL EXPIRATION DATE

BMSI will honor these prices through July 15, 2015

TERMS OF PAYMENT

Payment for software is 1/2 upon receipt of purchase order in 2015, and 1/2 in 2016

If you have any questions, please do not hesitate to call or email.

Sincerely,
BUSINESS MANAGEMENT SYSTEMS, INC.

A handwritten signature in black ink that reads "Bruce". The signature is written in a cursive, slightly slanted style.

Bruce S. Perlo Sr.
Ext 1012 email: bsp@bmsi-fund.com

Proposal Accepted by:

Date:

In order to initiate this agreement, please sign and date above, then, please fax this document to:
(603) 823-7003

Edgewood Cemetery Association, Inc.

389 Boundline Road • Wolcott, Connecticut 06716-0223 • (203) 879-6924

February 19, 2015

Town Council
Town of Wolcott
10 Kenea Avenue
Wolcott, CT 06716

**RE: Edgewood Cemetery Association, Inc.
Real Property Off Old Bound Line Road, Wolcott, CT**

Dear Town Council Members:

The Board of Directors of Edgewood Cemetery Association, Inc. hereby offers to return the premises granted to it by Quit Claim Deed from the Town of Wolcott dated and recorded on December 31, 1997 in Volume 244, Page 1037 on the Wolcott Land Records to the Town of Wolcott. A copy of the deed is attached for your reference.

Please notify our Association of your decision on this offer.

Sincerely,



James McKenna

cc: Mayor Thomas Dunn

QUIT CLAIM DEED

To All People To Whom These Presents Shall Come Greeting:

Know Ye That, THE TOWN OF WOLCOTT, a municipal corporation, duly chartered and organized under the laws of the State of Connecticut

for the consideration of One (\$1.00) Dollar and other valuable consideration

received to its full satisfaction of EDGEWOOD CEMETERY ASSOCIATION, INC., of the Town of Wolcott, County of New Haven and State of Connecticut

does remise, release, and forever QUIT-CLAIM unto the said EDGEWOOD CEMETERY ASSOCIATION, INC.

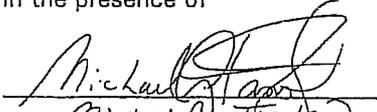
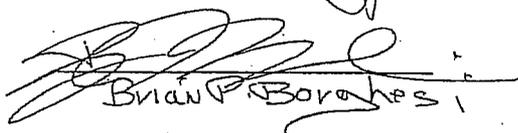
its successors and assigns forever, all the right, title, interest, claim and demand whatsoever as the said Grantor has or ought to have in or to

SEE SCHEDULE A ATTACHED HERETO AND MADE A PART HEREOF.

To Have and to Hold the premises, with all the appurtenances, unto the said Grantee, its successors and assigns forever, so that neither the Grantor nor its successors or assigns nor any other person under or through the Grantor shall hereafter have any claim, right or title in or to the premises, or any part thereof, but therefrom the Grantor and they are by these presents forever barred and excluded, except as otherwise set forth herein.

In Witness Whereof, I have hereunto set my hand and seal this 31st day of December, 1997.

Signed, Sealed and Delivered in the presence of


Michael G. Tansley

Brian P. Boronhes

TOWN OF WOLCOTT

By: 
Mayor Steven P. Bosco
Duly Authorized

STATE OF CONNECTICUT)

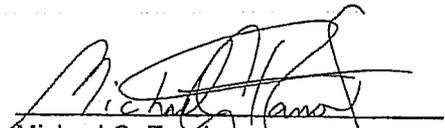
) ss: Wolcott

December 31, 1997

COUNTY OF NEW HAVEN)

On this the 31st day of December, 1997, before me, Michael G. Tansley, the undersigned officer, personally appeared Steven P. Bosco, who acknowledged himself to be the Mayor of the Town of Wolcott, a municipal corporation, and that he as such Mayor, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the Town by himself as Mayor.

In Witness Whereof, I hereunto set my hand and official seal.


Michael G. Tansley
Commissioner of the Superior Court

SCHEDULE A

FIRST PIECE

Being shown as "Parcel Two" on a map entitled "Map Showing Property to be Purchased by the Town of Wolcott, Bound Line Road, Wolcott, Conn. Scale 1" = 80', June 4, 1963", Carl G. Mattson, C.E.&L.S. which map is on file in the Wolcott Town Clerk's Office in Map Book 7, Page 98, bounded and described as follows:

- Northerly - 246 feet, more or less, by land now or formerly of Estate of George Hitchcock;
- Easterly - 804.67 feet by land now or formerly of William Chasse and Daniel Della Bella;
- Southerly - 320 feet, more or less, by land now or formerly of William Chasse and Daniel Della Bella; and
- Westerly - 800 feet, more or less, by "Parcel One", all as shown on said map.

Being the same premises conveyed to Town of Wolcott by William E. Chasse and Daniel Della Bella by warranty deed dated June 18, 1963, recorded June 19, 1963 in Wolcott Land Records, Volume 72, Page 31.

SECOND PIECE

Being shown as "Parcel One" on the aforementioned map, bounded and described as follows:

- Northerly - 825 feet, more or less, by land now or formerly of Daniel Della Bella;
- Easterly - 800 feet, more or less, by "Parcel Two";
- Southerly - 769 feet, more or less, by land now or formerly of Daniel Della Bella; and
- Westerly - 804.99 feet, by Bound Line Road, all as shown on said map.

Being the same premises conveyed to Town of Wolcott by Daniel Della Bella by warranty deed dated June 18, 1963, recorded June 19, 1963 in Wolcott Land Records, Volume 72, Page 32 undivided one half interest and by warranty deed from William E. Chasse dated June 21, 1963, recorded June 24, 1963 in Wolcott Land Records, Volume 72, Page 35 undivided one half interest.

Together with all rights of passage, if any, Grantor may have in common with others along Boundline Road, for ingress and egress purposes.

Subject to the following and any and all other encumbrances as of record may appear:

1. Building Lines - if established and all provisions of any building zone ordinance and planning ordinance enacted by the Town of Wolcott and any and all provisions of any ordinance, municipal regulation or public or private law.
2. Easement - Hall & Upson Co. to Atlantic Telephone & Telegraph Company dated September 23, 1904, recorded in Wolcott Land Records, Volume 15, Page 554. MAY AFFECT SAID PREMISES (second piece).
3. Restrictions, Rights of Reversion and Reservations -
 - A. The Grantee, for itself, its successors and assigns, agrees to possess and use the Premises solely and exclusively as a private

cemetery and for any proper purpose or use connected therewith and incident to the care, preservation and preparation for disposal or interment of human remains in accordance with the laws of the State of Connecticut governing cemeteries and cemetery associations, as amended from time to time, and in accordance with all other federal and state laws and local rules, regulations, and ordinances. No crematorium shall be allowed on said premises unless all necessary approvals are obtained from federal, state, and local authorities having jurisdiction over such use, and formal approval is obtained from the Wolcott Town Council.

If all or any portion of the Premises conveyed pursuant to this agreement shall not be used and maintained as a cemetery, or if all or any portion of such property shall cease to be used and maintained as a cemetery, or if all or any portion of such property shall be used for any other purpose inconsistent with the use of said property as a cemetery, then, at the sole option and in the discretion of the Town, all right, title and interest in and to the described Premises and to any improvements located thereon shall, upon written notice by the Town to Edgewood, its successors or assigns revert and revest in the Town or Town's successors or assigns, as fully and completely as if this Agreement had not been executed, and Edgewood, its successors or assigns shall execute and deliver to the Town whatever instrument of conveyance and/or other documents which the Town, its successors or assigns, deems necessary to effectuate the intent of this provision of reversion.

B. Grantee waives, for itself, its successors and assigns, any and all rights it has, or may have, to request or to require, by Court order or otherwise, the Town to improve said Bound Line Road in order to obtain access to said Premises. Such waiver includes any and all common law rights and statutory rights including but not limited to those rights set forth in Title 13a (Chapter 238) of the Connecticut General Statutes. In the event Edgewood requests or attempts to require by Court order or otherwise, the Town to improve said Bound Line Road in order to obtain access to said Premises, then, at the sole option and in the discretion of the Town, all right, title and interest in and to the described Premises and to any improvements thereon shall, upon written notice by the Town to Edgewood, its successors or assigns, revert and revest in the Town or Town's successors or assigns as more fully and completely as if this Agreement had not been executed, and Edgewood, its successors or assigns shall execute and deliver to the Town whatever instrument of conveyance and/or documents which the Town, its successors or assigns, deems necessary to effectuate the intent of this provision of reversion.

C. Grantee, its successors and assigns shall be solely responsible for obtaining and/or providing access to the subject parcel, including but not limited to, the improvement of Bound Line Road from the cul de sac currently located adjacent to 179 Old Bound Line Road, Wolcott, Connecticut, north of the subject Premises, and all costs and expenses associated therewith, and the acquisition of any additional real property, easements, licenses, or the like, in order to obtain such access and for any improvement thereto and shall be responsible to obtain any and all necessary governmental approvals and permits.

- D. In the event the said Grantor improves said Bound Line Road, the Grantee, its successors and assigns, shall, at the sole option and in the discretion of the Town, be responsible to reimburse the Town for a portion of any and all costs incurred by the Town in improving all or a part of said Bound Line Road from the existing paved portion of Bound Line Road (also known as Old Bound Line Road) which currently terminates at the cul de sac located adjacent to 179 Old Bound Line Road to the north of the Premises, up to the northwesterly corner of the subject Premises, including but not limited to, the costs associated with engineering, surveying, site preparation, drainage systems, excavation, labor, materials, acquisition of rights and easements, and legal work related thereto. The amount of said reimbursement shall be determined in the following manner: Edgewood shall be responsible to pay to the Town a portion of the total costs incurred which portion is equal to and based on the ratio of the linear front footage of the Premises on Bound Line Road as compared to the total linear front footage of all property fronting on Bound Line Road from the existing paved portion of Bound Line Road located to the north of the Premises, as aforesaid, up to its intersection with Central Avenue in Wolcott. In the event Edgewood has improved any portion of said Bound Line Road up to its Premises, which improvements are used and incorporated by the Town in any improvements the Town may make to said road, any expenses so incurred by Edgewood for such useable improvements shall be setoff against Edgewood's proportionate share of reimbursement. Other than the aforementioned setoff, in no event will the Town be required to reimburse Edgewood for any improvements it makes to Bound Line Road. Nothing in this paragraph shall be construed to prevent the Town from assessing benefits as to Edgewood for any and all improvements made by the Town to other portions of Bound Line Road which benefit the Premises, as may be allowed by law.
- E. Grantee hereby reserves in the subject premises a fifty (50) foot wide easement along the 804.99 foot westerly boundary line of the subject parcel (second piece) adjacent to Bound Line Road for the right to pass and repass, slope rights, road construction rights, utility rights, and drainage rights, including, but not limited to, the construction, installation and maintenance of storm sewers, pipes, culverts, ditches and the like, and for the construction, installation and maintenance of utilities and the further right within said easement area to drain over and onto said premises and to cut and remove trees, shrubs, plants and bushes, to alter any existing water courses and to perform any and all other work necessary or convenient for the construction, inspection, use, operation, repair and replacement of any future road, drainage or other utility facility and appurtenances thereto.
- F. The restrictions, rights of reversion, reservations, obligations and benefits contained in this deed shall inure to and be binding upon the Grantor and Grantee, their successors and assigns, and shall run with, and be a burden on, the land.

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
tilawct.com

March 11, 2015

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

RE: Contract with Vision Appraisals for the 2016-2017 Revaluation

Dear Chairman Valletta and Members of the Wolcott Town Council:

I have had the opportunity to meet with the Town Assessor, Pamela Deziel at length regarding the proposed Contracts with Vision Appraisal Services and Tyler Appraisal Services. I understand that a recent bid opening has been performed with the two potential bidders being Vision and Tyler. Based upon my meeting with the Assessor, I believe that the Municipal Finance Officer is going to award the bid to Vision Services. Vision had been awarded the last Revaluation approximately six years ago and by and large, the Town has been happy with the work performed by Vision.

I understand that Vision was approximately \$70,000.00 less than the bid by Tyler and Tyler also added on some pass through charges which will increase its bid. For example, Vision already has the CAMA system associated with the Assessor's land records. In order to access that proprietary system, Tyler would have to pay Vision funds perhaps as much as \$10,000.00. All things considered, I believe that Vision is the proper entity to be awarded this next important Revaluation Contract.

I have reviewed the proposed Contract by Vision and find it acceptable. Therefore, I believe that it would be appropriate for a member of the Town Council to make a motion to authorize the Mayor to execute the Contract with Vision on behalf of the Town of Wolcott.

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

Very truly yours,


Brian Tynan

BT/an
#6826

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CERTIFIED RESOLUTION OF APPLICANT

SMALL CITIES PROGRAM

Certified a true copy of a resolution adopted by the Town of Wolcott at a meeting of its Town Council on March 17, 2015 and which has not been rescinded or modified in any way whatsoever.

Debra C. Seater
(Clerk)

3-19-2015
(Date)

(Seal)

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 – 3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Wolcott make application to the State for \$400,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,
2. That the filing of an application by the Town of Wolcott in an amount not to exceed \$400,000 is hereby approved, and that the Mayor is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, to carry out approved activities and to act as the authorized representative of the Town of Wolcott.

