



## Board of Finance

Town Hall, 110 Myrtle Avenue  
Westport, CT 06880  
BOF@westportct.gov

Revised – Item #10  
Added item #9

WESTPORT™

### **NOTICE AND AGENDA OF BOARD OF FINANCE MEETING**

#### **SPECIAL NOTICE ABOUT PROCEDURES FOR THIS MEETING:**

***This meeting will be held IN-PERSON IN THE AUDITORIUM OF THE WESTPORT TOWN HALL. Town Hall access will be through the front of the building. The meeting will also be live streamed on the Town Website [westportct.gov](http://westportct.gov) (on the website, select “How Do I” Heading, and select “Watch Town Meetings”) and shown on Optimum Government Access Channel 79 and Frontier Channel 6020. Comments to be read during the public comment period may be emailed to [BOFcomments@westportct.gov](mailto:BOFcomments@westportct.gov). We will use our best efforts to read public comments aloud if they are received during the public comment period and if they state your full name and address. In-person public comments are also allowed during the public comment period. Meeting materials will be available at [westportct.gov](http://westportct.gov) along with the meeting notice posted on the Meeting List & Calendar page.***

The Board of Finance will hold its Public Meeting on **Wednesday, September 7, 2022 at 7:30 p.m. in the Auditorium of the Westport Town Hall** for the following purposes:

#### **AGENDA**

1. To approve the Board of Finance Minutes of the June 28, 2022 Special Meeting and the August 3, 2022 Regular Meeting.
2. Financial Report from the Finance Director. (Discussion Only)
3. Status Update from the Audit Manager. (Discussion Only)
4. Board of Education 4th quarter Financial Report from the Chief Financial Officer. (Discussion Only)
5. Upon the request of the Superintendent of Schools, to approve a transfer from unaudited unexpended 2021-2022 operating funds of the Board of Education to the BOE Carryover Account.
6. In accordance with C.G.S. Section 10-222a and upon the request of the Superintendent of Schools, to approve an appropriation of (amount pending confirmation) to the 2021-2022 Budget, BOE Rentals & Reimbursements Expenditure Account.
7. Upon the request of the Director of Public Works, to approve an appropriation of \$75,000.00 to the Sewer Reserve Fund Account #32003330-500366 to purchase one (1) F350 Sewer Collection System Service Truck with Flatbed, Sander, and Plow.
8. Upon the request of the Director of Public Works, to approve an appropriation of \$102,000.00 to the Sewer Reserve Fund Account #32003330-500367 to replace four (4) Fire Alarm Systems at the Influent, Sludge Processing, Chlorination and Control Buildings at the Water Pollution Control Facility (WPCF).

9. Upon the request of the Director of Public Works, to approve an appropriation of \$260,000.00 to the Sewer Reserve Fund Account #32003330-500368-10130 for Emergency Repairs to Force Main Pump Station #10.

10. Upon the request of the Finance Director, to approve the following requests for carryover amounts:

<u>Department</u>	<u>Account Name</u>	<u>Amount</u>	<u>Purpose/Reason</u>
a. P&Z	Fees & Services	\$5,565.42	Transcribe Court Meetings
b. Police	Detective Supplies	\$7,263.25	Technology Upgrades
c. Railroad	Facility Improvements	\$21,236.73	Improve Parking & Blue Light Stations
d. Railroad	Program Expenses	\$22,275.59	Improve Parking & Blue Light Stations
e. Railroad	Facility Maintenance	\$7,982.25	Improve Parking & Blue Light Stations
f. WAAC	Arts Advisory	\$14,368.50	Statue Preservation/Cleaning

11. Upon the request of the Finance Director, to close the Fiscal Year 2021-22 by processing the list of transfers (attached) and incorporating these in the appropriation subsidiary ledger.

*It is the policy of the Town of Westport that all Town-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact Westport's ADA Coordinator at 203-341-1043 or [eflug@westportct.gov](mailto:eflug@westportct.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.*



**WESTPORT**<sup>SM</sup>

## **Board of Finance**

Town Hall, 110 Myrtle Avenue  
Westport, CT 06880  
BOF@westportct.gov

### **DRAFT MINUTE OF BOARD OF FINANCE SPECIAL MEETING**

The Board of Finance held a Special Meeting on **Tuesday, June 28, 2022 at 7:30 p.m. in Room 201/201A of the Westport Town Hall** for the following purposes:

**Attendees: Sheri Gordon, Nancie Dupier, Brian Stern, Jay DesMarteau, Mike Keller, Lee Caney (phone), Jim Foster**

#### **AGENDA**

1. To discuss the Board of Education Capital Investment Plan.
2. To discuss Long Lots School Updates.
3. To discuss Town Capital Investment Planning.

**Meeting to Adjourn: Foster, second, DesMarteau. Vote 7-0-0.**

**Meeting adjourned at 9:20pm**

**Meeting notes respectfully submitted by James Foster, Vice Chair**



## Board of Finance

Town Hall, 110 Myrtle Avenue  
Westport, CT 06880  
BOF@westportct.gov

**WESTPORT**<sup>SM</sup>

### DRAFT MINUTES OF BOARD OF FINANCE MEETING

The Board of Finance held its Public Meeting on **Wednesday, August 3, 2022 at 7:30 p.m. with remote participation** for the following purposes:

**Attendees: Sheri Gordon, Brian Stern, Nancie Dupier, Lee Caney, Jay DesMarteau, Mike Keller, Jim Foster (phone)**

**Motion brought forward to add an additional item to the agenda - Long Lots discussion - Motion to Approve – L. Caney, second, B. Stern. Vote 6-1-0. (Sheri Gordon voted no)**

#### AGENDA

1. To approve the Board of Finance Minutes of the July 6, 2022 Regular Meeting. **Approved - Foster, second, DesMarteau. Vote 7-0-0.**
2. Financial Report from the Finance Director. (Discussion Only) **Gary Conrad presented.**
3. Status Update from the Audit Manager. (Discussion Only) **Lynn Scully presented.**
4. Upon the request of the Director of Human Services and the Westport Library, to approve a request for \$25,000.00 from the Westport's American Rescue Plan Act (ARPA) funds, to develop a new Job Search Support Program at the Library. **Motion to Approve - Gordon, second, DesMarteau. Vote 7-0-0.**
5. Upon the request of the Director of Parks and Recreation, to approve an appropriation of \$237,000.00 along with bond and note authorization to the Municipal Improvement Fund Account 30508810-500363-10122 for the installation of drainage on the Greens at Longshore Golf Course. **Motion to strike "with bond and note authorization to the Municipal Improvement Fund Account" to being paid from the Capital and Non-Recurring Account. Motion to Approve - Stern, second, Dupier. Vote 7-0-0. Motion to Approve reworded appropriation - Gordon, second, Caney. Vote 7-0-0.**
6. Upon the request of the Director of Public Works, to approve an appropriation of \$313,500.00 to the Capital and Non-Recurring Account #31503310-500364-10130 for a Traffic Study of the Cross Highway School Zone between North Avenue and Bayberry Lane. **Vote to Approve - Gordon, second, Foster. Vote 7-0-0.**
7. Discussion of ideas around Long Lots decision. **No vote or action taken.**

**Meeting to Adjourn: Gordon, second, Caney. Vote 7-0-0.**

**Meeting Adjourned at 9:11pm**

**Meeting notes respectfully submitted by James Foster, Vice Chair.**



## WESTPORT, CONNECTICUT

Item 7

DEPARTMENT OF PUBLIC WORKS  
TOWN HALL, 110 MYRTLE AVE.  
WESTPORT, CONNECTICUT 06880  
(203) 341 1120

August 18, 2022

Jennifer S. Tooker  
First Selectwoman  
Town Hall  
Westport, CT 06880

**Re: Request for Appropriation from Sewer Reserve fund – Purchase of one (1) F350 Sewer Collection System Service Truck with Flatbed, Sander, and Plow**

Dear Ms. Tooker,

This office respectfully requests an appropriation of **\$75,000** for replacement of our 2011 F350 Sewer Collection System Service Truck. This is a front-line piece of equipment assigned to the Sewage Collection System Division. On a daily basis it is used for servicing our 18 pump stations. The truck is also the primary vehicle that clears and manages snow and ice removal for the pump stations and the Treatment Plant during snowstorms. During other severe weather events such as Nor'easters, Hurricanes, severe windstorms, etc., this vehicle is one of several that we use to move portable generators and or pumps around to town pump stations or other locations that need them.

Currently Truck #62 is showing signs of fatigue and wear. We anticipate needing numerous other repairs to the to the vehicle in coming years. In the current used truck environment, and based on recent sales, we anticipate getting a good price for the vehicle at auction, which will be used to offset the cost of the new vehicle.

This truck is scheduled for replacement on the 5-year Capital forecast in FY 2023 at a value of \$80,000. The attached cost summary reflects the base price for the vehicle from State Bid #19PSX0161, the upfit of the basic truck to our specifications, and a 12% allowance for installation of lights, radio, electronics, and other accessories, totaling the request at **\$75,000**.

Respectfully,

Peter A. Ratkiewich, P.E.  
Director of Public Works  
cc: Gary Conrad, Finance Director

JUSTIFICATION FOR A EQUIPMENT/VEHICLE

DEPARTMENT INFORMATION

DEPT NAME: Public Works - Highway Date: 8/17/22

EQUIPMENT OR VEHICLE NAME AND DESCRIPTION
Truck # 62 - Westport Wastewater Collection Department, Replacement of 2011 F350 Plow truck with Sander & Plow

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES [X] NO [ ]
If no, why not?

APPROXIMATE COST: \$75,000 (see attached) COST IN CAPITAL FORECAST: \$80,000
Source of funds: Sewer Reserve

ESTIMATED USEFUL LIFE: 12-15 years

Has an RFP been issued? YES [ ] NO [X] Truck will be purchased utilizing State bid
Have bids been received? YES [ ] NO [X] Number of bids received:
Was the lowest bid the winner? YES [ ] NO [X] If not, why?

How will the equipment/vehicle be used?
This truck is one of our Pump Station front line support vehicles, used for general utility and keeping the pump stations and plant clear of snow and ice during a snowstorm

Is it a replacement? YES [X] NO [ ]
If yes, describe condition of what is to be replaced: 2011 F350 Plow truck with Sander & Plow
Existing Vehicle is showing signs of wear, and is overdue for trade-in.
Pictures attached? YES [ ] NO [X]

**FINANCE**

*This section to be completed by the Finance Director.*

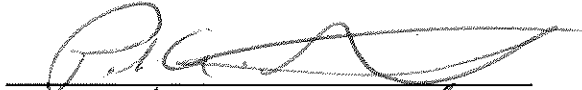
**EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:**

IF APPROVED:

IF NOT APPROVED:

**REVIEW/SIGN-OFF**

DEPARTMENT HEAD



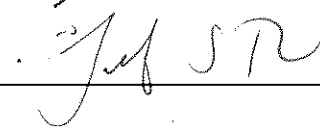
DATE: 8-17-22

FINANCE DIRECTOR



DATE: 8/24/2022

FIRST SELECTMAN



DATE: 08-22-22

**SUMMARY OF TRUCK # 62 REPLACEMENT COST:**

Base Price from State Bid # 19PSX0161	\$ 27,648.00
Total Options including discount	\$ 7,999.40
Truckcraft upfit costs, including discount	\$ 31,307.20
<b>Total cost from dealer</b>	<b>\$ 66,954.60</b>

Allowance for Strobes, AVL + installation, seat covers, Radio + installation, on-board tablet, etc.; (estimate at 12% dealer cost)	\$ 8,034.55
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Grand total	\$ 74,989.15
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<b>Appropriation Request</b>	<b>\$ 75,000.00</b>
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Prepared by :  
Peter Ratkiewich, P.E.  
Westport Director of Public Works



**Gengras Ford, LLC**

225 New Britain Avenue  
Plainville, CT 06062  
Phone: 860.727.6302  
www.gengras.com



Quote Number: 220803003.1

**STATE CONTRACT NO: 19PSX0161**

Make	MY	Model	Contract Price
Ford	2022	F-350 Reg Cab 4x4 (F3B) - 142" wheelbase, Eight foot bed	\$ 27,648.00

All specifications are subject to verification of manufacturer's published standard and optional equipment. Vehicle to include all manufacturers standard equipment plus the following options:

	Option Code	Description	List Price
1	Z1	Oxford White	\$ -
2	AS	Vinyl 40/20/40 Medium Earth Gray	\$ -
3	99N	7.3L DEC V8 GAS ENG	\$ 2,045.00
4	44G	Ten speed Automatic Trans	\$ -
5	90L	Power Equipment Group (90L) • Accessory delay • Integrated Key • Manual telescoping trailer tow mirrors with power/heated • Perimeter Anti-Theft Alarm • Power front side windows with one-touch-up/-down • Power locks • Remote Keyless Entry System • Upgraded door trim panel	\$ 1,100.00
6	STD	Spare Key fob - One (1)	\$ -
7	STD	SYNC	\$ -
8	66S	Upfitter Switches	\$ 165.00
9	67B	HD Alternators - 397 amp	\$ 115.00
10	TDX	AT Tires - 18"	\$ 265.00
11	86M	Dual batteries	\$ 210.00
12	592	Roof Clearance Lights	\$ 95.00
13	473	Snow Plow Prep package	\$ 250.00
14	43C	110 v / 400 w Inverter	\$ 175.00
15	64F	Steel Wheels - 18"	\$ 455.00
16	512	Spare Tire and Wheel	\$ -
17	52B	Brake Controller	\$ 300.00
18	X3E	3.73:1 Locking Rear Axle	\$ 390.00
19	18B	Molded Cab Steps	\$ 445.00
20	PRI	Retail stock to fleet	\$ 2,500.00
21	STD	Class III/IV Receiver hitch with 7 pin flat connector	\$ -
22			\$ -
23			\$ -
24			\$ -
<i>Total Options per Contract Price (list price)</i>			\$ 8,510.00
<i>Total Factory Options Discount (6%)</i>			\$ (510.60)
<i>Total Options per Contract Price (net price)</i>			\$ 7,999.40

**Gengras Ford, LLC**  
 225 New Britain Avenue  
 Plainville, CT 06062  
 Phone: 860.727.6302  
 www.gengras.com



Quote Number: 220803003.1

**Aftermarket Accessories**

	Vendor / Manufacturer	Hours	Description	List Price
1	Truckcraft	2.0	Eight foot aluminum platform body and accessories as described on the following page.	\$ 37,585.00
2	Other	2.0	Complete chassis and underbody rustproofing	\$ 899.00
3		0.0		\$ -
4		0.0		\$ -
5		0.0		\$ -
6		0.0		\$ -
<b>Total Hours</b>		<b>4.0</b>		
<i>Total Aftermarket Options (list price)</i>				<b>\$ 38,484.00</b>
<i>Total Aftermarket Options Discount (20%)</i>				<b>\$ (7,696.80)</b>
<i>Total Hours x \$130 / hour rate</i>				<b>\$ 520.00</b>
<b>Total Net Aftermarket Options plus Total Labor</b>				<b>\$ 31,307.20</b>

**Trade Allowance**

Year	Make	VIN	Description / Mileage	Allowance
				\$ -
				\$ -
				\$ -
				\$ -
<b>Total Trade in Allowance</b>				<b>\$ -</b>

**Comments:**

Balment pool. Current order to delivery lead times are running 30+ weeks from Ford due to the computer chip shortage. Gengras Ford accepts NO responsibility for production delays caused by Ford.

**Additional fees / Charges**

			<b>State of CT Trade in Assessment (Note: Fee is payable to State of CT):</b>	\$ -	
			<b>Dealer Conveyance Fee (\$799.00)</b>	\$ -	
			<b>Registration Fee (estimated)</b>	\$ -	
			<b>DMV Inspection Fee (as required)</b>	\$ -	
			<b>Total Additional Fees</b>	<b>\$ -</b>	
<b>Customer:</b>	Town of Westport				
<b>FIN Code:</b>	QD236				
<b>VIN:</b>					
				<b>Total (per unit)</b>	<b>\$ 66,954.60</b>
<b>Quantity</b>	<b>1</b>			<b>Grand Total (all)</b>	<b>\$ 66,954.60</b>

**8' HD ALUMINUM DUMPING PLATFORM BODY**

**TRUCKCRAFT MODEL TC508 ARROW**

**REQUIRES 56" CAB to AXLE SRW**

**STANDARD FEATURES:**

- 100% T-6 ALUMINUM ALLOY CONSTRUCTION
- PERMANENT WELDED FRONT BULKHEAD WITH WINDOW PROTECTOR
- EXTRUDED ALUMINUM TOUNGE-IN-GROOVE PLANK FLOOR
- 4" ALUMINUM LONGSILLS
- REINFORCED LINED STAKE POCKETS IN TOP RAIL
- ALL STAINLESS STEEL HARDWARE, HINGES & PINS
- 3 STAGE TELESCOPIC FRONT MOUNT HOIST
- 12V ELECTRIC HYDRAULC POWER UNIT
- 7,000 LB HOIST CAPACITY @ 47 DEGREE DUMP ANGLE
- LOW CG DECK HEIGHT AT 10.5" ABOVE CHASSIS FRAME
- LED MARKER LIGHTS WITH HARNESS – FACTORY INSTALLED
- SRW MUDLAPS
- 2 YEAR LIMITED WARRANTY

**LIGHTWEIGHT DESIGN - COMPLETE BODY & HOIST IS LESS THAN 800 LBS**

**COMPLETE & INSTALLED \$14,526.00**

**OPTIONS: (SELECT FROM LIST BELOW)\***

- 6" Alum Diamond Plate Tailboard Assembly w/LED STT & Backup Lights \$395.00**
- DIAMOND PLATE TOPSIDER BOXES, EACH SIDE, NATRUAL FINISH \$2,233.00**  
 72" LONG X 16" HEIGHT X 13" DEEP  
 2 DOOR, FOLD DOWN  
 CUSTOMER TO MAKE CUSTOM WOOD SIDE BOARDS FOR GAPS AND TAILBOARDS  
 BOXES MOUNTED APPROX CENTER ON EACH SIDE
- FISHER 7' POLYCASTER 1.5YD, VARIABLE CONTROLS \$8,185.00**
- FISHER FLEET FLEX SANDER ON TRUCK WITH CONTROLLER \$1,233.00**
- DIAMOND PLATE TOPSIDER BOXES, EACH SIDE, NATRUAL FINISH \$2,233.00**  
 72" LONG X 16" HEIGHT X 13" DEEP, 2 DOOR, FOLD DOWN  
 CUSTOMER TO MAKE CUSTOM WOOD SIDE BOARDS FOR GAPS AND TAILBOARDS  
 BOXES MOUNTED APPROX CENTER ON EACH SIDE  
 INSTALL TOOLBOXES SO CUSTOMER CAN REMOVE. BOLT ON ONLY
- FISHER 8' HD2 STRAIGHT BLADE, HALOGENS, HAND HELD, YELLOW \$8,780.00**  
 W/ 10" RUBBER DEFLECTOR

**TOTAL MSRP WITH SELECTED OPTIONS = \$37,585.00**



## WESTPORT, CONNECTICUT

DEPARTMENT OF PUBLIC WORKS  
TOWN HALL, 110 MYRTLE AVE.  
WESTPORT, CONNECTICUT 06880  
(203) 341 1120

August 17, 2022

Jennifer S. Tooker  
First Selectwoman  
Town Hall  
Westport, CT 06880

**Re: Request for Appropriation – WPCF Fire Alarm Replacement**

Dear Ms. Tooker,

This office respectfully requests an appropriation from the Sewer Reserve Fund for \$102,000.00 for replacement of four (4) fire alarm systems at the Influent, Sludge processing, Chlorination, and Control Buildings at the Westport Water Pollution Control Facility, (WPCF).

The existing systems in these buildings were originally specified when the WPCF was upgraded in 2004-2007, making them approximately 18 years old. While the systems have been maintained over the years by our security contractor, Security Solutions, technology has advanced in 15 years, and it is now time that they be replaced. In addition, the systems utilize proprietary equipment that can only be serviced by specialized subcontractors. The replacement systems will be non-proprietary and will be maintainable by any security contractor that we hire, now or in the future. This is consistent with our efforts to make all Town facility security and fire alarm systems open-source and non-proprietary.

The five-year Capital forecast includes this item under the Sewer Treatment Department grouping as "Replace four Fire Alarm systems at Wastewater Treatment Plant", at a funding level of \$83,000 reflecting 2021 pricing when the forecast was updated last year. Like many other industries, inflation, chip shortages and supply chain issues have impacted 2022 pricing. The current cost proposal has increased to \$92,130. With a 10% contingency of \$9,213 the total appropriation request is \$101,333. Rounding up, our appropriation request is an even \$102,000.

Respectfully,

A handwritten signature in black ink, appearing to read "Peter A. Ratkiewich", is written over a horizontal line.

Peter A. Ratkiewich, P.E.  
Director of Public Works

JUSTIFICATION FOR A CAPITAL PROJECT

**DEPARTMENT INFORMATION**

DEPT NAME: Department of Public Works Date: 8/16/22

PROJECT NAME AND DESCRIPTION  
 Replace four (4) fire alarm Systems at the Water Pollution Control Facility at the Influent, Sludge, Chlorination, and Control Buildings

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES  NO   
 If no, why not?  
 If yes, answer the following two questions:  
 Which FY was the project first proposed? 2020  
 Which FY was the project first planned? 2019

APPROXIMATE COST:	\$ 92,130	COST IN CAPITAL FORECAST:	\$83,000
CONTINGENCY (10%):	\$ 9,213	←TOTAL	REQUEST→ \$102,000
	\$101,333		

SOURCE OF FUNDS:

CAPITAL BOND <input type="checkbox"/>	GEN'L FUND <input type="checkbox"/>
CNR <input type="checkbox"/>	GRANT <input type="checkbox"/>
STATE <input type="checkbox"/>	OTHER <input checked="" type="checkbox"/>

OTHER, DESCRIBE: Sewer Reserve

PAYBACK PERIOD: N/A

PROJECTED START DATE: November 2022 EST. COMPLETION DATE: January 2022  
 ESTIMATED USEFUL LIFE: 15 years

Is this project part of a larger capital project? No

Has an RFP been issued? YES  NO  We are using our contracted Security company that maintains our security systems for all Town buildings  
 Have bids been received? YES  NO  Number of bids received: \_\_\_\_\_  
 Was the lowest bid the winner? YES  NO  If not, why? \_\_\_\_\_

Who will benefit from the project? All users of the Sanitary Sewer and treatment plant facility

[Empty box]

Is it a replacement? YES  NO

If yes, describe condition of what is to be replaced: Existing 18 year old Fire Alarm System

Pictures attached? YES  NO

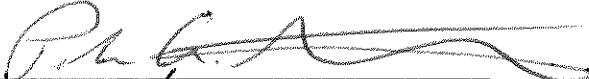
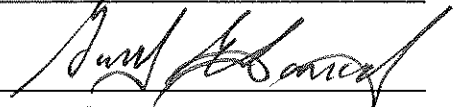
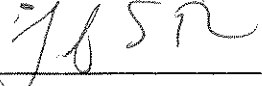
What other approvals/reviews are necessary to begin this project? RTM

**FINANCE**

*This section to be completed by the Finance Director.*

EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:  
IF APPROVED:  
IF NOT APPROVED:

**REVIEW/SIGN-OFF**

DEPARTMENT HEAD		DATE: 8-17-22
FINANCE DIRECTOR		DATE: 8/24/2022
FIRST SELECTMAN		DATE: 08-22-22

**SECURITY SOLUTIONS INC. (COMPANY)**

12 Oakwood Ave., Norwalk, CT 06850  
 888-834-9994 (203) 846-8466 Fax: (203) 846-4567  
 www.SecuritySolutionsInc.com

**SALES CONTRACT**Page 1 of 1

DATE OF CONTRACT	REVISION	CUSTOMER#
		005649
TYPE OF SYSTEM: <input type="checkbox"/> Burglar Alarm <input type="checkbox"/> Carbon Mon. <input type="checkbox"/> Video		
<input checked="" type="checkbox"/> Fire Alarm <input type="checkbox"/> Access Control <input type="checkbox"/> Low Temperature		
<input type="checkbox"/> Other _____		

BUYER: Westport Waste Water - 4 Building Fire Alarm Upgrades
PREMISES: 4 Elaine Rd
Westport, CT 06880 Telephone: ( 203 ) 341-1120

**1. PURCHASE AND INSTALLATION OF SYSTEM OR EQUIPMENT:**

- a) Buyer agrees to buy and Company agrees to sell, supply and/or install, or cause to be installed, at the Premises the "system" and/or equipment as described in the Schedule of Protection, in accordance with the terms and conditions hereinafter set forth.
- b) Company agrees to furnish material and labor for the installation of System, unless specified otherwise, in accordance with the specifications as set forth herein, and to complete the installation of the System in a careful and workmanlike manner.

**SCHEDULE OF PROTECTION/EQUIPMENT**

Install upgrade to existing Fire Alarm systems in Influent, Sludge, Chlorination and Control buildings installed by others:

- 4 Farenhyt addressable & networkable fire alarm control panels
- 1 Remote Annunciator
- 10 Rechargeable batteries
- 35 Smoke detectors
- 24 Manual pull stations
- 24 Heat detectors
- 25 Monitor modules
- 1 Control relay
- 1 Duct Smoke Detector
- 1 NAC Power Supply
- 59 Detector bases
- 5 Network Boards
- \* Network all 5 systems together
- \* Connect all new devices to existing wiring
- \* Program and test systems
- \* System design is based on as built drawing provided by ToW if field conditions are different additional charges for components may be necessary.
- \* Warranty to cover only new wiring and devices installed at this time

**2. PRICE AND PAYMENT:**

- a) Buyer agrees to pay to Company the sum of \$ 92,130.00 with \$ 46,065.00 payable herewith as a deposit, and the balance due upon completion of installation. Progress payments for portions of the installation completed during phases of construction or remodeling will be billed and immediately due according to the schedule incorporated below. Invoice(s) for progress payments will be rendered at the first of each month for labor performed and materials delivered and/or stored during the previous calendar month.
- b) Sales tax, where applicable, will be applied to the selling price at prevailing rates.
- c) Finance charges on any overdue accounts shall be paid by the Buyer when billed at 1 1/2% per month (18% per annum) on any and all outstanding balances.

**3. LIMITED WARRANTY:**

- A) WHAT IS COVERED: FOR ONE (1) YEAR AFTER COMPANY COMPLETES THE INSTALLATION, COMPANY WILL REPAIR OR REPLACE ANY DEFECTIVE PART OF THE SYSTEM WITHOUT CHARGE TO BUYER. COMPANY CAN USE NEW OR USED PARTS OF THE SAME QUALITY.
- B) HOW TO GET SERVICE: CALL OR WRITE COMPANY AT THE ADDRESS AND TELEPHONE NUMBER SHOWN AT THE TOP OF THIS AGREEMENT AND TELL COMPANY WHAT IS WRONG WITH THE SYSTEM. COMPANY WILL PROVIDE SERVICE AS SOON AS POSSIBLE AFTER RECEIPT OF BUYER'S NOTICE.
- C) WHAT IS NOT INCLUDED: REPAIR OF THE SYSTEM IS COMPANY'S ONLY DUTY. THIS WARRANTY DOES NOT INCLUDE BATTERIES IN WIRELESS DEVICES. COMPANY MAKES NO OTHER EXPRESS WARRANTY INCLUDING ANY WARRANTY OF MERCHANTABILITY OF THE SYSTEM OR ITS FITNESS FOR ANY SPECIAL PURPOSE. ALL IMPLIED WARRANTIES, INCLUDING MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE LIMITED IN TIME TO THE TERM OF THIS ONE YEAR LIMITED WARRANTY. COMPANY DOES NOT WARRANT THAT THE SYSTEM WILL ALWAYS DETECT OR HELP PREVENT, ANY BURGLARY, FIRE, HOLD-UP OR OTHER SUCH EVENT. COMPANY DOES NOT WARRANT THAT THE SYSTEM CANNOT NOT BE DEFEATED OR COMPROMISED OR THAT IT WILL ALWAYS OPERATE. THIS WARRANTY DOES NOT COVER REPAIRS THAT ARE NEEDED BECAUSE OF AN ACCIDENT, ACTS OF GOD, BUYER'S FAILURE TO PROPERLY USE THE SYSTEM, OR IF SOMEONE OTHER THAN COMPANY ATTEMPTS TO REPAIR OR CHANGE THE SYSTEM, OR ANY OTHER REASON EXCEPT A DEFECT IN THE EQUIPMENT OR OUR INSTALLATION. COMPANY IS NOT LIABLE FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES. BUYER AGREES THAT THIS IS COMPANY'S ONLY WARRANTY AND COMPANY HAS GIVEN BUYER NO OTHER WARRANTY FOR THE SYSTEM.
- D) STATE LAW: SOME STATES DO NOT ALLOW THE EXCLUSION OR THE LIMITATION OF CONSEQUENTIAL OR INCIDENTAL DAMAGES, OR A LIMITATION ON THE DURATION OF IMPLIED WARRANTIES, SO THE ABOVE LIMITATIONS OR EXCLUSIONS MAY NOT APPLY TO BUYER. THE WARRANTY GIVES BUYER SPECIFIC LEGAL RIGHTS AND BUYER MAY ALSO HAVE OTHER RIGHTS WHICH MAY VARY FROM STATE TO STATE.

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE ATTACHED NOTICE OF CANCELLATION FORM FOR AN EXPLANATION OF THIS RIGHT. THE TERMS AND CONDITIONS CONTAINED ON THE REVERSE SIDE OF THIS AGREEMENT ARE INCORPORATED HEREIN, AND BY THIS REFERENCE MADE A PART HEREOF. BUYER ACKNOWLEDGES THAT HE HAS READ AND UNDERSTANDS ALL OF THIS AGREEMENT, PARTICULARLY PARAGRAPHS 12 AND 13, WHICH SET FORTH COMPANY'S MAXIMUM LIABILITY IN THE EVENT OF ANY LOSS OR DAMAGE TO BUYER OR ANYONE ELSE. IN ADDITION, BUYER ACKNOWLEDGES AND AGREES THAT HE HAS BEEN AFFORDED THE OPPORTUNITY TO INCREASE COMPANY'S LIMITATION OF LIABILITY BY PAYING AN ADDITIONAL SUM TO COMPANY.

SECURITY SOLUTIONS INC. — CT STATE LICENSE #105995  
 BY: James Orvis X  
 Agent

BUYER: Westport Waste Water Plant Frank Bottone  
 BY: X  
 Title

DATE OFFERED: \_\_\_\_\_

DATE SIGNED: \_\_\_\_\_

THIS CONTRACT SHALL BE BINDING UPON THE COMPANY UNLESS DISAPPROVED IN WRITING BY AN OFFICER OF THE COMPANY WITHIN 14 DAYS AFTER THE TRANSACTION DATE. IN THE EVENT OF DISAPPROVAL, THE SOLE LIABILITY OF COMPANY SHALL BE TO REFUND TO BUYER ANY AMOUNT THAT HAS BEEN PAID TO COMPANY BY BUYER UPON SIGNING THIS CONTRACT.

## TERMS AND CONDITIONS

**4. AUTHORIZATION TO INSTALL:**

- Buyer authorizes Company or its designee: (i) to enter upon the Premises to install the System or cause the System to be installed, and (ii) to make any preparation necessary for the installation or service of the System.
- Buyer shall give company access to the Premises during Company's normal working hours (8:30 a.m. - 5:00 p.m. Monday through Friday), or if Buyer does not provide such access, it shall pay Company its prevailing surcharge rate for any installation made during non-normal hours.
- Buyer represents that it has secured all permits, licenses, etc. required from all authorities which are required to enable Buyer to perform this Contract. Buyer agrees to pay all taxes, charges and fees resulting in company's performance of this agreement.
- Company shall not be liable for delay in installation of the System due to any cause beyond Company's control, including but not limited to strikes, riots, power failures, telephone company delays, storms, floods, acts of God.

**5. ACCEPTANCE OF INSTALLATION:**

Buyer acknowledges that he has chosen the system and that additional protection is available and may be obtained from company over and above that provided herein at an additional cost to buyer.

Any error or omission in the installation of the System must be called to the attention of Company in writing within 7 days after completion of installation. Upon the expiration of said 7 days, the installation of the System shall be deemed totally satisfactory to and accepted by Buyer.

**6. BUYER TO PROVIDE ELECTRICAL VOLTAGE SOURCE:**

Buyer hereby acknowledges that it will provide, install necessary non-switched outlets, and maintain the voltage necessary for the installation, service and proper operation of the System.

**7. CHANGES IN THE SYSTEM:**

- Buyer shall pay to the Company the cost of any additions, corrections or changes to the System that may be requested or required after the execution of this Contract by the Buyer or any other authority.
- Buyer shall promptly bring to the attention of the Company any rules, regulations, standards or codes applicable to the Premises where the System is to be installed.
- If the System is to be installed according to plans and specifications provided by Buyer, all costs incurred for any additions, changes or corrections necessitated by inaccuracies, errors, discrepancies or changes in said plans and specifications shall be borne by the Buyer.

**8. NO SERVICE OR MONITORING PROVIDED:**

Except as specifically set forth herein, Company shall not be obligated to provide non-warranty service or monitoring of any type for the system installed for the benefit of Buyer. If Buyer wishes the system to be serviced or monitored by Company, a separate agreement shall be negotiated by the parties.

**9. TITLE:**

Until the Buyer shall have made all payments required in this Contract, title to the system and all of the component parts therein shall remain in the Company, and Buyer shall bear the entire risk of loss thereof. Upon final payment title shall be deemed to have passed to Buyer.

**10. DEFAULT BY BUYER:**

- The happening of any one or more of the following shall be Events of Default under this Contract: i) Failure by Buyer to pay any amount or charge within 10 days after the same is due and payable as set forth in Section 2 of this Contract; ii) Failure by Buyer to observe, keep or perform any agreement required by it herein; iii) Loss, theft or disappearance from the Premises, substantial damage to, or destruction of, the System; iv) Action by any governmental authority directed at Buyer or the Premises rendering it impossible or impractical for the Company to perform this Contract; v) Dissolution, termination of existence, discontinuance of business, insolvency or business failure of Contract; or vi) Initiation or formal threat to initiate, any bankruptcy, reorganization, assignment for the benefit of creditors, or like proceeding, by or against Buyer.
- Upon the occurrence of any Event of Default, then at any time thereafter (unless the Company specifically waives its right under this paragraph b) the Company may pursue one or more of the following remedies: i) By written notice to Buyer, declare all unpaid amounts and charges to be immediately due and payable and to recover from the Buyer the total unpaid balance of all payment due under Section 2 of this contract and any other amounts which are due under any other provision of this contract, provided that all past due amounts and charges shall bear interest at the rate of 1-1/2% per month (18% per year) from the first occurring Event of Default, ii) receive immediate possession of the System, and for such purpose enter the Premises and remove the system. Buyer hereby waiving any further rights to the System or any claims for, or resulting from, said repossession, including any claim for restoration of the Premises to former condition, iii) demand that Buyer return the system or any part thereof, at Buyer's expense, to such places the Company shall specify; iv) immediately cease further work on the installation of the System, and terminate this Contract by written notice to the Buyer; v) proceed at law or at equity to enforce performance by Buyer of the provisions of this Contract, or to recover damages for the breach of this Contract.
- In the event of repossession of the System or any part thereof, Buyer shall continue to be responsible to Company for any deficiency remaining, after application of the proceeds of any resale first to all costs of repossession, storage and resale, including reasonable attorneys fees and costs, and after such application the balance shall then be applied to the unpaid amount of the sum of all payments which the Buyer was required to make under the provisions of this Contract.
- The above remedies are cumulative and availing of one does not preclude availing of another.
- SUBSCRIBER WAIVES ALL RIGHTS TO NOTICE AND A JUDICIAL HEARING WITH RESPECT TO THE REPOSSESSION OF THE SYSTEM BY COMPANY IN THE EVENT OF A DEFAULT HEREUNDER.**
- If this Contract is referred for collection to an attorney, Buyer shall pay all reasonable costs of collection, including the reasonable fees charged by an attorney, and all court costs.

**11. BUYER'S PURCHASE ORDER:**

It is understood and agreed by and between the parties hereto that if there is any conflict between this Contract and Buyer's Purchase Order, or any other document, this Contract will govern, whether or not purchase order or other document is prior or subsequent to this Contract.

**12. COMPANY NOT AN INSURER; LIQUIDATED DAMAGES**

- It is understood and agreed that Company is not an insurer; that insurance, if any, shall be obtained by Buyer; that payments provided herein are based solely upon the value of the System and warranty service as set forth herein, and are unrelated to the value of the buyer's property or the property of others located on buyer's premises; and the Company makes no warranty other than as is expressly set forth in section 3 hereof (entitled Limited Warranty).
- Buyer acknowledges that it is impractical and extremely difficult to fix the actual damages, if any, which may proximately result from Company's negligence, or Company's failure to perform any of the obligations herein, or the failure of the System to properly operate with the resulting loss to Buyer because of, among other things: (i) The uncertain amount or value of Buyer's property or the property of others kept on the premises which may be lost, stolen, destroyed, damaged, or otherwise affected by occurrences which the System or service is designed to detect or avert; (ii) the uncertainty of the response time of any police or fire department, paramedic unit, or others, should the police or fire department, paramedic unit, or others, be dispatched as a result of a signal being received, or an audible device sounding; (iii) the inability to ascertain what portion, if any, of any loss would be proximately caused by Company's failure to perform or by a failure of the system to operate; (iv) the uncertain nature of occurrences which might cause injury or death to Buyer or any other person which the System is designed to detect or avert; or, (v) the nature of the System and Company's service.
- Buyer further understands and agrees that if Company should be found liable for loss or damage due to: (i) Company's gross or ordinary negligence (ii) a failure of company to perform any of the obligations herein, including, but not limited to, installation, repair, warranty service, or (iii) a failure of the equipment in any respect whatsoever, Company's liability shall be limited to a sum equal to Five Hundred (\$500.00) Dollars or the amount of this contract, whichever is the less, as liquidated damages and not as a penalty, and this liability shall be exclusive; and that the provisions of this Section shall apply if loss or damage, irrespective of cause or origin, results directly or indirectly to persons or property, from performance or nonperformance of the obligations imposed by this contract, or from negligence, gross or ordinary, of Company, its agents, servants, assigns, or employees.
- If Buyer wishes Company to assume a limited liability in lieu of the liquidated damages as hereinabove set forth, Buyer may obtain from Company a limitation of liability by paying an additional charge to Company. If Buyer elects to exercise this option, a rider shall be attached to this Agreement setting forth the terms, conditions, and amount of the limited liability and the additional charge. Such rider and additional obligation shall in no way be interpreted to hold Company as an insurer.

**13. THIRD PARTY INDEMNIFICATION AND SUBROGATION:**

If anyone other than Buyer, asks Company to pay for any harm or damages (including property damage, personal injury or death) connected with or resulting from (i) a failure of the alarm system or services, Company's gross or ordinary negligence, (ii) any other improper or careless activity of Company in providing the alarm system or services or (iii) a claim for indemnification or contribution, Buyer will repay to Company (a) any amount which a court orders Company to pay or which Company reasonably agrees to pay, and (b) the amount of Company's reasonable attorney's fees and any other loss or costs that Company may pay in connection with the harm or damages. Buyer's obligation to repay Company for such harm or damages shall not apply if the harm or damages happens while one of Company's employees or subcontractors is in or about Buyer's premises, and such harm or damages is solely caused by that employee or subcontractor. Unless prohibited by Buyer's property insurance policy, Buyer agrees to release Company from any claims of any parties suing through Buyer's authority or in Buyer's name, such as Buyer's insurance company, and Buyer agrees to defend Company against any such claim. Buyer will notify Buyer's insurance company of this release.

**14. LIMITATION ON LAWSUITS; WAIVER OF JURY TRIAL:**

Both Company and Buyer agree that no law suit or any other legal proceeding connected with this agreement shall be brought or filed more than one year after the incident giving rise to the claim occurred. In addition any such legal proceeding shall not be heard before a jury. Each party gives up any right to a jury trial.

**15. INVALID PROVISIONS:**

In the event that any of the terms or provisions of this Contract shall be declared to be invalid or inoperative, all of the remaining terms and provisions shall remain in full force and effect.

**16. ENTIRE INTEGRATED CONTRACT; MODIFICATION; ALTERATION; WAIVER:**

This contract contains the entire agreement of the parties who shall not be bound by any prior representations, promises, conditions, inducements or warranties, express or implied, not included herein. Any modification or amendment of the Contract must be in writing, executed by both parties.

**17. ASSIGNEES/SUBCONTRACTOR OF COMPANY:**

Company shall have the right to assign this Contract to any other person, firm or corporation without notice to Buyer, and shall have the further right to subcontract any installation or warranty service which it may perform under this Contract. Buyer acknowledges that this Contract and particularly those paragraphs relating to Company's maximum liability, liquidated damages, disclaimer of warranties and third party indemnification, inure to the benefit of and are applicable to any assignees and/or subcontractors of Company, and that they bind Buyer with respect to said assignees and/or subcontractors with the same force and effect as they bind Buyer to Company.

**18. BINDING EFFECT:**

This contract is binding on Buyer and his legal representatives, and any person who purchases or leases the Premises and does not (a) permit the Company to repossess any of its equipment located on the Premises or, (b) fails to enter into a new agreement for services being provided pursuant to this Contract. This Contract and its benefits may not be assigned by Buyer without the prior written consent of Company, which may not be unreasonably withheld.

**19. CONSTRUCTION:**

The Contract is made in the State of Connecticut and shall be construed and enforced in accordance with the laws of such state.





WESTPORT™

**DEPARTMENT OF PUBLIC WORKS**

TOWN HALL, 110 MYRTLE AVE.  
WESTPORT, CONNECTICUT 06880  
(203) 341 1120

August 26, 2022

Jennifer S. Tooker  
First Selectwoman  
Town Hall  
Westport, CT 06880

Re: Appropriation from Sewer Reserve Fund  
Emergency Repairs to Force Main, PS#10

Dear Ms. Tooker,

This office, herein, requests an appropriation from the Sewer Reserve Fund in the amount of Two Hundred Sixty Thousand dollars (\$260,000.00) for emergency repairs to the Pump Station #10 force main.

In the past 12 months we have been called out to repair ruptures in the existing ductile iron line on three occasions, with each incident costing in the range of \$20k-\$30k each incident. It appears that there is an issue with the pipe material where it is in close vicinity to ledge rock that causes the pipe to weaken and rupture. Rather than replacing the pipe in its entirety we have determined that we can install a rigid liner through the problem area to cure this issue once and for all.

Pump Station #10 is located on the north side of Greens Farms Road, at the town line between Westport and Fairfield. It was constructed in 1975 along with a 10" ductile iron force main. The force main runs some 3100 feet from the pump station westerly along Greens Farms Road, northerly up Bulkley Avenue South, then across the Stop and Shop parking lot exiting at the western entrance to Stop and Shop. From there it runs west along the Post Road until discharging in a gravity manhole at Maple Avenue.

The problem area is located in the last 1000 feet of the pipe crossing the Stop and Shop parking lot, which is problematic because every time it breaks, the repair work disrupts traffic going into and out of the retail center. The proposed repair to the force main will address this 1000-foot section and can be completed in a 24-to-48-hour work window, thus minimizing disruption to the retail center.

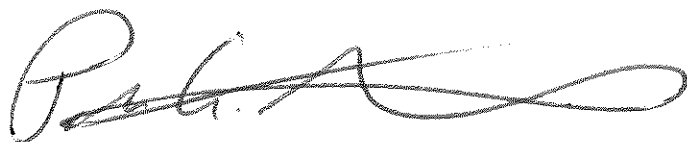
This 1000 feet of pipe is part of a larger project to replace the entire force main, which was

Pump Station #10 Force Main Emergency Repair request ; August 26, 2022

projected in the 5-year capital forecast in FY2024 at a cost of \$750,000. Because of the three recent breaks this work is being done on an emergency basis and will resolve one third of the pipe run permanently. We will still plan on replacing the remaining 2100 feet of force main in FY 2024.

Attached is a breakdown of costs associated with this work.

Respectfully,

A handwritten signature in black ink, appearing to read 'Peter A. Ratkiewich', with a long, sweeping horizontal stroke extending to the right.

Peter A. Ratkiewich  
Director of Public Works

cc: Gary Conrad, finance Director

G:\Pw\_off\PAR\APPRQST\PS#10 Force MainEmerRepairs

JUSTIFICATION FOR A CAPITAL PROJECT

**DEPARTMENT INFORMATION**

DEPT NAME: Department of Public Works August 24, 2022

PROJECT NAME AND DESCRIPTION  
 Pump Station 10 Force Main Pipe Lining

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES  NO

If no, why not? First Proposed in 2019  
 If yes, answer the following two questions:  
 Which FY was the project first proposed? Planned for 2024 but has become an emergency repair due to 3 breaks in the past 12 months.  
 Which FY was the project first planned?

APPROXIMATE COST: \$234,500.00 COST IN CAPITAL FORECAST:total length. \$750,000.00 for 3100lf of 10" force main. The current request will replace 1000lf or 1/3 the FORECAST:  
 CONTINGENCY (10%): \$23,450.00  
 \$257,950.00 ←TOTAL REQUEST→ \$260,000.00

SOURCE OF FUNDS:

CAPITAL BOND <input type="checkbox"/>	GEN'L FUND <input type="checkbox"/>
CNR <input type="checkbox"/>	GRANT <input type="checkbox"/>
STATE <input type="checkbox"/>	OTHER <input checked="" type="checkbox"/>

OTHER, DESCRIBE: Sewer Reserve Fund

PAYBACK PERIOD:

PROJECTED START DATE: September 2022 EST. COMPLETION DATE: September 2022

ESTIMATED USEFUL LIFE: 75 years

Is this project part of a larger capital project? No

Has an RFP been issued? YES  NO  Engineering staff developed bid documents  
 Have bids been received? YES  NO  Number of bids received: 2 Prequalified Bidders  
 Was the lowest bid the winner? YES  NO  If not, why?

Who will benefit from the project? Residents within the associated sewer-shed

[Empty box]

Is it a replacement? YES  NO  Internal lining of the existing force main with a "Cured in Place Pipe" CIPP Fiberglass reinforced liner with Vinyl Ester Resin

If yes, describe condition of what is to be replaced: \_\_\_\_\_

Pictures attached? YES  NO

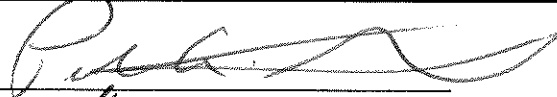


What other approvals/reviews are necessary to begin this project? RTM, BOS

**FINANCE**

*This section to be completed by the Finance Director.*

EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:  
IF APPROVED:  
IF NOT APPROVED:

**REVIEW/SIGN-OFF**

DEPARTMENT HEAD		DATE: 8-24-22
FINANCE DIRECTOR		DATE: 8-29-2022
FIRST SELECTMAN		DATE: 8/26/22

# Pump Station 10" Force Main Slip Lining

<u>Lining Proposals</u>			<u>AROLD CONSTRUCTION</u>		<u>GREEN MOUNTAIN</u>	
Item Description	Unit Quantity	Unit	Unit Cost	Cost Per Item	Unit Cost	Cost Per Item
Mobilization	1	LS	\$ 1,500.00	\$ 1,500.00	(included)	
Pre-Inspection	1000	LF	\$ 7.50	\$ 7,500.00	(included)	
CIPP Lining	1000	LF	\$ 225.00	\$ 225,000.00	\$ 129.00	\$ 129,000.00
End Seals	2	EA	\$ 1,500.00	\$ 3,000.00	(included)	
Post Inspection	1000	LF	\$ 1.00	\$ 1,000.00	(included)	
<b>TOTAL BID</b>				<b>\$ 238,000.00</b>		<b>\$ 129,000.00</b>

Trucks	Hours / Each	Total Hours	Hourly Rate	Total
<u>Bypass Pumping / Trucking</u> Day 1 - Valve install	10	40	\$ 300.00	\$ 12,000.00 <i>Estimated</i>
Day 2 - CIPP install	15	45	\$ 300.00	\$ 13,500.00 <i>Estimated</i>

Support Excavation & 10" Valve Install  
David Tinker Excavating \$ 50,000.00 *Estimated*

Pavement Restoration  
G. Pic & Sons Construction \$ 30,000.00 *Estimated*

TOTAL ESTIMATED COST = \$ 234,500.00  
 10% Contingency = \$ 23,450.00  
 TOTAL Approximate Cost = \$ 257,950.00

**TOTAL REQUEST = \$ 260,000.00**



**Town of Westport**  
**Planning and Zoning Commission**  
Town Hall, 110 Myrtle Avenue, Room 203  
Westport, CT 06880  
Tel: 203-341-1030 / Fax: 203-454-6145 / [PandZ@westportct.gov](mailto:PandZ@westportct.gov)  
[www.westportct.gov](http://www.westportct.gov)

# Memorandum

**To:** Gary Conrad, Finance Director  
**cc:** Sheila Carey, Controller  
Michelle Mace, Finance Administrative Assistant  
**From:** Mary Young, Planning and Zoning Director *Mary Young*  
**Date:** July 29, 2022, *Revised 8/30/22*  
**Re:** **Request to Carryover Funds from P&Z Department 185 Budget**

---

I respectfully request consideration to carryover funds from the following account:

**The remaining \$5,565.42 in funds from the Fees and Services Account #10101185-531000.**

Rationale: This fund is used in part to pay court reporters to transcribe meeting recordings to prepare court records when litigation is filed against the P&Z Commission or Zoning Board of Appeals. The scheduled expiration on March 23, 2023 of the Certificate of Affordable Housing Completion issued by the State of CT, Dept. of Housing (DOH) aka the 4-year moratorium), in March 2023 will likely result in litigation costs. The P&Z Department will likely received new Affordable Housing Development applications that do NOT comply with the adopted zoning regulations, enhancing the likelihood of a denial by the Commission, a consequential filing of an appeal(s) by the applicant pursuant to CGS §8-30g, creating an undetermined amount of litigation costs for the Town of Westport to create legal records required by the courts. The remaining \$5,565.42 left over from last year's budget was saved as no Affordable Housing Development appeals were filed during the Town's moratorium and fewer appeals of other decisions were filed last year.

Your records will show the Board of Finance (BOF) has generously granted prior requests to carryover funds from this same account. I respectfully request the BOF do this again in the spirit of preparing now for an unknown future. Additionally, by granting this request the BOF can potentially avoid a future Fees and Service Appropriation request from the P&Z Department.

*Thank you for your consideration.*



# Memorandum

**To:** Gary Conrad Finance Director

**CC:** Foti Koskinas, Shelia Carey

**From:** Deputy Chief Sam Arciola

**Date:** 07/11/2022

**Re: Police Department Account transfer into 2022-2023 Budget**

---

Gary,

The Chief and I are respectfully requesting the transfer of the remaining funds from one account in the Police Department (210) 2021-2022 budget into the 2022-2023 budget.

**The request is to transfer the remaining \$7,263.25 in the 2021-2022 Detective Supplies account (10102210-569100) forward into the 2022-2023 budget.**

Justification: We have received money from the Connecticut Department of Labor for our participation in joint investigations in our community; that has resulted in these financial awards. We are requesting to carry the money forward into the 2022-2023 budget for upgrades in technology, equipment, and training for our Detectives.



# Memorandum

**To:** Gary Conrad Finance Director

**CC:** Foti Koskinas, Shelia Carey

**From:** Deputy Chief Sam Arciola

**Date:** 07/26/2022

**Re: Railroad Parking Account transfers into 2022-2023 Budget**

---

Gary,

The Chief and I are respectfully requesting the transfer of the remaining funds from three accounts in the Railroad Parking Operations 2021-2022 budget into the 2022-2023 budget.

**The request is to transfer the remaining funds in the following three accounts of the 2021-2022 Railroad Parking budget:**

**Facility Improvements account (21002219-572200) \$21,236.73**

**Program Expenses account (21002219-588000) \$22,275.59**

**Facility Maintenance account (21002219-545000) \$7,982.25**

**Total transfer of funds \$51,494.57**

Justification: The completion of two projects at the Saugatuck Railroad Station were delayed during the COVID Pandemic due to decreased commuter activity at the Westport railroad stations.

The first project is the completion of the Franklin Street-Lot 7 parking improvement project. This included adding two Electric Vehicle charging stations at the Franklin Street permit parking area. The infrastructure was put in place during the project and is in the final phase of completion.

The second project involves a public safety component in upgrades to Saugatuck Railroad Station Lot 3 at the intersection of Ferry Lane and Saugatuck Avenue. This includes a Blue Light station at the bottom of the lot with security camera improvements and upgrades in utility functions.

As part of these two projects, we are working with Public Works- Deputy Director John Broadbin, who is providing oversight with the construction. Attached are the proposals for the projects. The vendors who are completing these projects, did both the Franklin Street-Lot 7 parking lot construction and the Elm Street parking lot project. Total proposed cost of the two projects is \$56,442.00.





August 22, 2022

To: Gary Conrad  
Finance Director  
Town of Westport

Dear Mr. Conrad:

The Westport Arts Advisory Committee has been initiating and organizing projects to benefit the Town of Westport that will be implemented in continuing form in the upcoming fiscal year.

In the 2021-2022 fiscal year, WAAC spent a significant amount of time and effort managing and assisting WestPAC (Town of Westport Permanent Art Collection) and seeing to the identification, preservation, and conservation of artworks of value that the town owns or is acquiring.

There are some funds that have already been allocated in the 2021-22 fiscal year but not yet spent.

These are needed to maintain 2 important town statues:

The "Doughboy" (last cleaned in 2012): \$7850

The "Minuteman" (last cleaned with restoration in 2014): \$5750

We are requesting the total of **\$14,368.50 remaining in our Miscellaneous Expense Account** be rolled over to 2022-23 to fund this.

Additionally, we request that the **Escrow account balance of \$5,623.81** be rolled over. This represents conservation funds from an Ann Sheffer gift years ago, as we are looking to maintain the "Rock Paper Scissors" statue that is part of the town's public art collection under WAAC's oversight.

One major anticipated expense for the WAAC in the 2022-23 fiscal year will be the production of a TEA Talk at the Westport Library this fall.

We have also discussed various additional uses of funds to highlight the Arts in Westport with Jen Tooker, our First Selectperson.

**Accordingly, we are requesting that any funds remaining in the WAAC accounts for 2021-2022 be carried over into the 2022-2023 fiscal year so that we may meet these anticipated upcoming obligations. Thank you.**

Dr. Richard Epstein  
Treasurer  
Westport Arts Advisory Committee

Proposed Internal Transfer To	Proposed Internal Transfer From
----------------------------------	------------------------------------

## FYE TRANSFERS 2022

### 101 General Fund

<b>10101110 RTM</b>		
513000 Extra Help & Overtime	839.86	
532000 Contract Services		(386.65)
552000 Postage		(453.21)
	839.86	(839.86)

<b>10101120 Selectmen</b>		
531000 Fees & Services		(1,426.53)
531001 Green Energy Task Force	486.68	
585000 Education & Expenses	939.85	
	1,426.53	(1,426.53)

<b>10101142 Elections</b>		
513003 Town Clerk EH	3,472.16	
536002 Primary Overtime		(3,521.02)
561003 Town Clerk EH Supplies	48.86	
	3,521.02	(3,521.02)

<b>10101151 Finance Department</b>		
511000 Salaries	6,133.81	
531000 Fees & Services		(10,612.93)
<b>10101153 Personnel</b>		
511000 Salaries	5,150.50	
513001 Extra Help		(500.00)
528900 Transportation Allowances	75.46	
531000 Fees & Services	2,279.08	
551000 Advertising & Printing		(275.75)
552000 Postage		(833.55)
561000 Supplies	2,486.16	
573000 Office Equipment		(217.61)
585000 Education & Expenses		(3,866.29)
<b>10101182 Conservation</b>		
511000 Salaries	3,869.70	
513002 Overtime	1,144.44	
528000 Uniforms Allowance	52.00	
528900 Transportation Allowances		(616.54)
531000 Fees & Services		(1,840.00)
532000 Contract Services		(250.00)
541000 Voice/Data	34.14	
542000 Equipment Maint. & Operation		(392.22)
543000 Vehicle Maint. & Operation	367.49	
551000 Advertising & Printing		(536.08)
552000 Postage		(30.59)
561000 Supplies		(591.22)
585000 Education & Expenses		(1,030.00)
	21,592.78	(21,592.78)

<b>10101154 Assessor</b>		
511000 Salaries	9,543.19	
513000 Extra Help & Overtime		
531000 Fees & Services		(10,685.06)

	Proposed Internal Transfer To	Proposed Internal Transfer From
552000 Postage	816.34	
<b>10101156 Tax Collector</b>		
511000 Salaries	11,457.95	
513102 Seasonal Extra Help	3,797.23	
531000 Fees & Services		(5,566.89)
542000 Equipment Maint. & Operation		(173.49)
551000 Advertising & Printing		(365.43)
552000 Postage	476.12	
561000 Supplies		(7,799.10)
585000 Education & Expenses		(1,500.86)
	26,090.83	(26,090.83)

<b>10101157 Information Technology</b>		
511000 Salaries	6,999.67	
513002 Overtime	13,010.04	
531000 Fees & Services		(6,959.41)
531002 GIS Mapping		(13,050.30)
	20,009.71	(20,009.71)

<b>10101170 Town Attorney</b>		
511003 Asst Town Atty	2,184.92	
532000 Contract Services		(6,788.92)
533200 Negotiation Services	4,604.00	
	6,788.92	(6,788.92)

<b>10101180 Town Clerk</b>		
511000 Salaries	2,116.43	
531003 Historic Doc. Preservation		(3,464.25)
551000 Advertising & Printing	68.88	
552000 Postage	643.44	
582004 Fees: LPAHHP	615.50	
585000 Education & Expenses	20.00	
	3,464.25	(3,464.25)

<b>10101181 Historic District</b>		
561000 Supplies		(10.76)
585000 Education & Expenses	10.76	
	10.76	(10.76)

<b>10101185 Planning &amp; Zoning</b>		
511000 Salaries		(584.50)
528000 Uniforms Allowance	426.00	
<b>10101187 Zoning Bd Of Appeals</b>		
511000 Salaries	158.50	
	584.50	(584.50)

<b>10102210 Police</b>		
511000 Salaries		(357,039.52)
511005 College Credit		(43,200.00)
511006 Holiday Pay		(6,060.49)
511010 Master Officer Pay		(79,950.00)
511011 RR Pkg Reimbursement	3,970.62	
511012 Weapons Allowance		(36,233.44)
511013 E.M.T.		(1,604.05)

	Proposed Internal Transfer To	Proposed Internal Transfer From
511090 Workers Compensation	31,247.66	
511091 Workers Compensation Offset		(31,048.58)
513000 Extra Help & Overtime	181,628.10	
513202 Court Time		(10,132.52)
513204 Fixed Traffic Posts	57,970.00	
513208 Patrol, Marine		(8,413.90)
513211 Replacement, Funeral Leave	3,236.77	
513212 Replacement, Injury Leave	124,536.41	
513213 Replacement, School/Training	41,605.84	
513214 Replacement, Sick Leave	78,496.06	
513215 Replacement, Vacation Leave	105,436.50	
513217 Shift Differential		(2,594.85)
513218 Special Detective Services		(26,913.74)
513219 Special Events/EmergCallback		(26,801.20)
528226 Wong Won, Shawn	0.02	
528235 Gouveia, Matthew	69.02	
528236 Sabin, Samuel	217.33	
528247 Paulsson, Ryan	0.01	
528261 Simpson, Howard	0.01	
528263 Smith, Kevin	49.44	
528271 Wolf, David	180.42	
528276 Meraviglia, Brian	0.01	
542001 Marine - Miscellaneous	1,348.07	
	629,992.29	(629,992.29)

<b>10102214 Police Vehicle Maint</b>		
513000 Extra Help & Overtime	58.64	
542000 Equipment Maint. & Operation		(58.64)
	58.64	(58.64)

<b>10102216 Dog Warden</b>		
511000 Salaries	137.51	
511006 Holiday Pay		(6,200.00)
513000 Extra Help & Overtime	7,716.73	
528301 Gambino, Gina/Reid, Peter	1.00	
528302 Saponare	1.00	
532000 Contract Services	100.00	
543000 Vehicle Maint. & Operation	170.04	
561006 Operating Supplies		(119.77)
566100 Heating Fuel		(565.06)
566200 Electricity		(1,241.45)
	8,126.28	(8,126.28)

<b>10102218 Emergency Medical Service</b>		
511000 Salaries		(19,685.03)
513000 Extra Help & Overtime	30,558.52	
531008 Fees to WVEMS		(10,873.49)
	30,558.52	(30,558.52)

<b>10102220 Fire Department</b>		
511000 Salaries	42,870.63	
511005 College Credit		(39,300.00)
511006 Holiday Pay	33,885.50	
511013 E.M.T.		
511014 MFF/Officer		(6,528.96)
511015 Stand-by		(8,276.00)

	Proposed Internal Transfer To	Proposed Internal Transfer From
511090 Workers Compensation	40,692.29	
511091 Workers Compensation Offset		(35,259.25)
513401 FLSA - Callback	8,075.11	
513402 FLSA - Funeral Leave	8,206.84	
513403 FLSA - Injury Leave	69,461.27	
513404 FLSA - Military Leave		(12,663.80)
513405 FLSA - Miscellaneous Overtim	58,325.63	
513406 FLSA - Shift Holdover	6,707.98	
513407 FLSA - Sick Leave	270,076.39	
513408 FLSA - Time and One-Half Pay		(5,000.00)
513409 FLSA - Training Days		(18,328.85)
513410 FLSA-Training Leave/Replacem		(10,483.36)
513411 FLSA - Union	1,284.32	
513412 FLSA - Vacation Leave		(64,976.46)
513413 FLSA - FF Open Position	130,222.33	
513414 NonFLSA-DispatcherOpenPositi		(11,053.15)
513415 NonFLSA - Mechanic Overtime	1,395.41	
513417 NonFLSA - Secretarial Overti	6,639.50	
513418 NonFLSA - Training Assistanc		(1,568.18)
513419 EH/OT-REGIONAL DISPATCH		(36,956.51)
528000 Uniforms Allowance		(224.00)
528402 Replacement/Dress		(6,979.90)
528403 Volunteer		(1,000.00)
528445 Meadows, Brian	115.30	
528471 Workman, James	81.09	
528480 Dispatcher Uniform Allow		(1,914.36)
531013 Volunteer Firefighter Awards		(3,000.00)
541001 Telephone-Cellular		(913.18)
541002 Telephone-Monthly Service		(2,124.32)
542020 Breathing Apparatus		(3,693.13)
542021 Equipment: Fixed		(7,293.95)
542022 Equipment: Mobile Radio		(13,143.61)
542023 Equipment: Portable Radio		(340.00)
542024 Equipment: Pre-emption		
542025 Extinguishers		(1,000.00)
542026 Medical Supplies		(1,238.40)
542027 Miscellaneous		(4,675.77)
542028 Oxygen		(400.00)
542029 Safety Equipment		(2,654.26)
542030 Small Tools		(30.29)
542031 Turnout Gear: Cleaning/Repai	33.67	
543500 Vehicle Maintenance		(714.51)
543501 Ladders Maint.		(2,523.90)
543502 Vehicle Overhaul		
544000 Vehicle Operation		(3,875.76)
562001 Cartage		
562002 Equipment: Household		(228.38)
562003 HazMat Dues		
562004 Laundry and Cleaning		(8,295.10)
562005 Maintenance Contracts		(26,040.33)
562006 Speedi-Dry		(316.50)
562007 Supplies - Household		
562008 Supplies - Office		(131.98)
574000 Computers		(1,904.06)
574100 Software		(1,117.11)
575100 Equip.-Fire		(3,560.03)
575200 Equip.-Fire Maintenance		(18,193.41)
575203 Regional Dispatch Initiative		(1,000.00)
575301 Breathing Apparatus		(2,701.69)
575302 Fire Hose		
575303 Fire Turnout Gear		(2,531.23)

	Proposed Internal Transfer To	Proposed Internal Transfer From
575304 Fire Foam		(537.50)
575305 Shop Compressor		(1,000.00)
575400 Equip.-Fire Rescue	45.00	
575500 Equip.-Hazardous Materials		(4,429.77)
585001 Expenses - Department Physic		(44,310.00)
585002 Expenses - Dues		
585003 Expenses - Miscellaneous	302.78	
585004 Expenses - Periodicals		(177.15)
585005 Fire Prevention - Dues		(295.00)
585006 Fire Prevention - Educationa		(1,667.39)
585007 Fire Prevention - Film		(380.60)
585008 Fire Prevention - Investigat		(342.00)
585009 Fire Prevention - Periodical		(2,900.00)
585010 Fire Prevention - Training		(2,005.00)
585011 Training-AsstChiefTrainOff		(545.50)
585012 Training - Assistant Chiefs		(3,424.17)
585013 Training-Chief&DeputyChief	500.60	
585014 Training - General		(6,992.51)
585015 Training - Supplies & Equipm		(1,551.35)
585016 Volunteers - Training		(500.00)
585017 Fitness Program		
<b>10102221 Water-Fire</b>		
566400 Water		(24,693.07)
<b>10106654 Debt Service-Long Term</b>		
583100 Principal		(567,812.00)
583200 Interest		(12,834.60)
<b>10107750 Library Board</b>		
586000 Payments to Agencies/Org.'s	0.90	
<b>10109901 Pensions</b>		
523770 OPEB Plan Funding-PEN		(1,000.00)
523810 DC NonUnion TwnEmplyee	11,440.60	
523820 Def Cont BoE Retirement Plan	68,700.74	
523830 Def Cont Library Retirement	16,901.18	
523840 DC DPW & MUNI Empllyee	20,455.61	
523850 Def Cont Fire Retirement Pla		(1,756.85)
523860 DC POLICE		(9,942.40)
531000 Fees & Services		(40,772.97)
588000 Program Expenses	8,922.36	
<b>10109902 Insurance</b>		
522500 Group Insurance-Life		(2,718.96)
524000 Employee Assistance Program	670.55	
526000 Workers' Compensation		(332,618.89)
555300 Public Officials Liability	922.41	
555503 Surety Bonds - Officials	1,126.00	
<b>10109903 Social Security</b>		
521000 Social Security	50,653.67	
<b>10109905 Unemployment Compensation</b>		
521300 Unemployment Compensation		(40,230.89)
<b>10110951 Interest On Bonds</b>		
583200 Interest	45,876.59	
<b>10110953 Bond Principal Payments</b>		
583100 Principal	575,000.00	
	1,479,592.25	(1,479,592.25)

<b>10102225 Building Inspection</b>		
511000 Salaries	8,068.63	
513002 Overtime		(8,068.63)
	8,068.63	(8,068.63)

	Proposed Internal Transfer To	Proposed Internal Transfer From
<b>10103310 Engineering</b>		
531000 Fees & Services	80.14	
541000 Voice/Data		(1,106.25)
585000 Education & Expenses	1,026.11	
	1,106.25	(1,106.25)

<b>10103320 Highway</b>		
511000 Salaries		(66,889.99)
511090 Workers Compensation	2,900.95	
513002 Overtime		(11,419.34)
528600 Foul Weather Gear	499.00	
528638 Saunders,D	15.27	
544001 Fuel	15,579.50	
562000 Maintenance Supplies	771.18	
588002 Storm - Inside Overtime	46,536.24	
588005 Storm - Outside Contractors		(19,775.34)
588006 Storm - Salt	31,782.53	
	98,084.67	(98,084.67)

<b>10103321 Equipment Maintenance</b>		
511000 Salaries		(1,935.92)
513002 Overtime	1,935.92	
	1,935.92	(1,935.92)

<b>10103332 Solid Waste Disposal</b>		
511000 Salaries		(7,236.55)
511090 Workers Compensation	7,228.94	
541000 Voice/Data	7.61	
	7,236.55	(7,236.55)

<b>10103350 Building Maintenance</b>		
511000 Salaries	8,881.68	
513002 Overtime	452.16	
528660 Rain Gear	477.61	
566200 Electricity		(9,811.45)
	9,811.45	(9,811.45)

<b>10103352 Building Custodians</b>		
528670 Safety Equipment	54.35	
561000 Supplies		(54.35)
	54.35	(54.35)

<b>10103361 P&amp;R Property Maintenance</b>		
531020 Fees & Services-Levitt Pavil	3.96	
545000 Facility Maintenance		(623.52)
545020 Facility Maintenance-Levitt P	619.56	
	623.52	(623.52)

<b>10103370 Tree Maintenance</b>		
513001 Extra Help	232.32	
528900 Transportation Allowances		(232.32)
	232.32	(232.32)

Proposed Internal Transfer To	Proposed Internal Transfer From
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<b>10105520 Social Services</b>		
511000 Salaries		(6,781.93)
561000 Supplies	25.75	
574000 Computers	1,476.42	
585000 Education & Expenses	11.41	
587002 PublicAssist-EmergencyRelief	2,954.06	
<b>10105530 Senior Services</b>		
511000 Salaries	12,815.82	
513000 Extra Help & Overtime		(5,099.15)
528900 Transportation Allowances		(473.42)
531000 Fees & Services	3,977.67	
541000 Voice/Data		(48.54)
545000 Facility Maintenance		(149.57)
551000 Advertising & Printing		(2,636.44)
552000 Postage		(1,778.32)
561000 Supplies		(3,608.48)
569000 Other Materials & Supplies		(462.78)
585000 Education & Expenses		(222.50)
	21,261.13	(21,261.13)

<b>10108810 P&amp;R Administration</b>		
511000 Salaries		(3,854.89)
513801 Clerks - Sales Office	604.49	
531050 Fees: P&R Machine Rental	364.78	
552000 Postage	2,885.62	
	3,854.89	(3,854.89)

<b>10108812 P&amp;R Guest Services</b>		
511030 Salaries-Inn at Longshore	13,296.00	
511031 Inn at Longshore Offset		(13,881.66)
513804 Security-Longshore Park	103.28	
569000 Other Materials & Supplies	482.38	
	13,881.66	(13,881.66)

<b>10108820 P&amp;R Maint &amp; Development</b>		
511000 Salaries		(4,006.62)
511090 Workers Compensation	2,118.32	
513000 Extra Help & Overtime	12,593.46	
531000 Fees & Services		(1,085.15)
542000 Equipment Maint. & Operation		(3,825.66)
542032 Operation-Gas	12,606.92	
543000 Vehicle Maint. & Operation		(2,960.90)
566400 Water		(15,440.37)
	27,318.70	(27,318.70)

<b>10108830 Boating</b>		
511000 Salaries	245.29	
513000 Extra Help & Overtime	11,543.70	
513803 Security-Marinas		(561.00)
528000 Uniforms Allowance		(540.00)
545000 Facility Maintenance		(2,604.51)
569500 Items for Resale	44,953.63	
577000 Equipment-Parks&Recreation		(1,982.86)
<b>10108836 Beach &amp; Pool</b>		
513811 Compo	1,516.39	



	Proposed Internal Transfer To	Proposed Internal Transfer From
513812 Longshore	7,092.81	
513813 Longshore Pool Gateguards	1,836.58	
513814 Staples		(1,953.00)
513839 P&R Police Services		(13,783.06)
513999 Longevity/Attrition		(8,958.00)
528000 Uniforms Allowance		(229.37)
532000 Contract Services	5.04	
533100 Employee Medical		(59.00)
545000 Facility Maintenance	57,304.93	
562000 Maintenance Supplies	18.00	
562019 First Aid Supplies		(82.70)
562020 Chemical Supplies		(189.15)
577000 Equipment-Parks&Recreation	487.56	
<b>10108838 Miscellaneous Programs</b>		
513000 Extra Help & Overtime	10,513.00	
513822 RECing Crew		(43,007.03)
513825 Soccer - Adult	261.00	
513829 Tennis - Adult		(12,133.94)
513834 Volleyball - Adult	936.00	
531076 Fees&Srvs-Golf Instruction	80.00	
561077 Supplies-RECing Crew		(51,054.25)
561086 Pickleball Supplies	343.94	
	137,137.87	(137,137.87)

<b>10108831 Parks Maintenance</b>		
545001 Facility Maint.: Tree Care	106.04	
562000 Maintenance Supplies		(106.04)
	106.04	(106.04)

<b>10108832 Golf</b>		
562000 Maintenance Supplies		(3,632.75)
569000 Other Materials & Supplies	2,008.13	
572200 Facility Improvements	1,624.62	
	3,632.75	(3,632.75)

<b>10108833 Athletic Fields Maintenance</b>		
531000 Fees & Services	300.00	
562000 Maintenance Supplies		(2,387.49)
<b>10108834 Tennis</b>		
513835 Tennis Supervisors	5,815.00	
513836 Tennis Attendants	1,863.88	
528000 Uniforms Allowance		(1,000.00)
545000 Facility Maintenance		(2,311.39)
545001 Facility Maint.: Tree Care		(1,852.00)
562000 Maintenance Supplies		(428.00)
	7,978.88	(7,978.88)

<b>10109917 Reserve: Salary Adjustment</b>		
519000 Adjustment-Salaries		(1,550.00)
<b>10109921 Employee Productivity</b>		
529001 Awards - AFSCME Productivity		(2,380.00)
529002 Awards - WMEA Productivity	3,090.00	
529003 Awards - UBC Productivity	840.00	
	3,930.00	(3,930.00)

<b>TOTAL GENERAL FUND</b>	<b>2,578,912.72</b>	<b>(2,578,912.72)</b>
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Proposed Internal Transfer To	Proposed Internal Transfer From
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<b>21002219 Railroad Parking</b>		
511000 Salaries	0.61	
513086 RR-Traffic Control	30,977.00	
531012 RR-Contracted Service		-32011.13
566100 Heating Fuel	1,033.52	
	32,011.13	(32,011.13)
<b>TOTAL RAILROAD PARKING</b>	<b>32,011.13</b>	<b>(32,011.13)</b>

<b>21508850 Wakeman Farm</b>		
511000 Salaries	2.01	
511020 Program Admin.-WAKE		-4,017.97
513000 Extra Help & Overtime	30124.75	
531802 Fundraising/Promo/fy19Hrvstf		-23,071.16
545000 Facility Maintenance		-9,274.90
551000 Advertising & Printing	5163.44	
566400 Water		-6,673.63
588000 Program Expenses	5553.85	
588094 Community Events Exp	2193.61	
	43,037.66	(43,037.66)
<b>TOTAL WAKEMAN TOWN FARM</b>	<b>43,037.66</b>	<b>(43,037.66)</b>

<b>22003331 Sewage Collection</b>		
511000 Salaries	1,622.05	
513002 Overtime		-1622.05
	1,622.05	(1,622.05)
<b>TOTAL SEWER FUND</b>	<b>1,622.05</b>	<b>(1,622.05)</b>