

TOWN OF WALLINGFORD, CONNECTICUT

**TUESDAY
April 28, 2020
6:30 P.M.**

TOWN COUNCIL MEETING

The Town Council meeting of April 28, 2020 will take place REMOTELY only. It shall commence at 6:30 p.m. It is expected that the public will be permitted to comment on the Agenda items as instructed by the Chairman. Materials for this meeting will also be posted on the Town's website for viewing prior to the meeting. The meeting can be accessed through:

<https://global.gotomeeting.com/join/923893957>

YOU CAN ALSO DIAL IN USING YOUR PHONE:

United States (Toll Free): 1-866-899-4679

United States +1(224) 501-3318

Access Code: 923-893-957

Live stream of the meeting will also be available on the Town of Wallingford You Tube Channel:

<https://www.youtube.com/c/wallingfordgovernmenttelevision>

AGENDA

Moment of Silence

1. Pledge of Allegiance
2. Roll Call
3. Consent Agenda
 - 3a. Consider and approve Tax Refunds totaling \$2,483.95 (#880-893)
Acct. #1001001- 41020 - Tax Collector
 - 3b. Acceptance of donations and consider and approve Appropriation of funds in the amount of \$200 to Revenue, Acct. #2134002-47152 and to Expenditures, Acct. #21340100-58830 – Y&SS
 - 3c. Acceptance from Nucor Corporation battery powered equipment to be used in rescue incidents valued at an estimated \$20,000 – Fire Chief
 - 3d. Consider and approve a Transfer in the amount of \$14,006 – Fire Dept.

\$7,028 From: Extrication Equipment	Acct. #10020150-57000-00830
\$1,185 From: Life-Pak Modem	Acct. #10020150-57000-00820

\$3,820 From: Video Laryngoscopes Acct. #10020150-57000-00827
\$1,973 From: Maxiforce Air Bags Acct. #10020150-57000-00833

\$14,006 To: Operating Expenses Acct. #10020150-58735

- 3e. Consider and approve a Transfer in the amount of \$51,145 – Fire Dept.

\$51,145 From: Contingency-Accrued Exps. Acct. #10019000-58821

\$ 9,600 To: Contractual Clothing Acct. #10020150-56190

\$32,400 To: Regular Wages Acct. #10020150-51000

\$ 9,145 To: Other Pay Acct. #10020150-51900

- 3f. Consider and approve a Transfer in the amount of \$7,500 from Overtime Wages, Acct. #10020050-51400 to Prof. Svcs. – Police Facility Project, Acct. #10020050-TBD – Police Dept.

- 3g. Consider and approve revisions to Accountant I job description – Human Resources

- 3h. Consider and approve a Transfer in the amount of \$31,700 from Administrative & General Salaries, Acct. #920 to Maintenance of General Plant, Acct. #932 – Electric Div.

- 3i. Consider and approve a Transfer in the amount of \$7,800 from Outside Services Employed, Acct. #43100923 to Miscellaneous General Expenses, Acct. #43100930 – Water Div.

- 3j. Consider and approve a Transfer in the amount of \$21,750 from Chemicals, Acct. #46100641 to Maintenance of Treatment Equipment, Acct. #46100652 – Sewer Div.

- 3k. Consider and approve appointment of Timothy Wall, Patricia DeRenzo and Joseph DaCunto as Constables for a two year term effective immediately and expiring January 3, 2022 - Chairman Cervoni

- 3l. Approve Town Council Minutes of April 14, 2020.

4. **Items Removed from the Consent Agenda**

5. Consider and approve Bid Waiver request for Vancord, Division of TBNG, Inc. to conduct a Network Vulnerability Assessment of the Fire Department's software network at a total cost of \$7,385 – Fire Dept.

6. 6:30 p.m. Public Hearing regarding funding for new Community Pool

AN ORDINANCE AMENDING AN ORDINANCE APPROPRIATING \$625,000 FOR COMMUNITY POOL PARK DESIGN SERVICES AND AUTHORIZING THE ISSUE OF \$625,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE.

(The purpose of the amendment is to increase the appropriation and bond authorization therein by \$6,845,000, from \$625,000 to \$7,470,000 to provide for the construction of the pool, and to ratify, confirm and adopt all prior authorizations and ordinances in connection therewith.)

7. Following the public hearing, the Town Council will Consider and Act on the proposed ordinance.
8. Report from Stephen Civitelli, Director of Health, regarding COVID-19 – Chairman Cervoni
9. Executive Session pursuant to Section 1-200(6)(D) of the Connecticut General Statutes with respect to the purchase, sale and/or leasing of property – Mayor

In accordance with Title II of the Americans with Disabilities Act- Individuals in need of auxiliary aids for effective communication in programs and services of the Town of Wallingford are invited to make their needs and preferences known to the ADA Compliance Coordinator at 203-294-2070 five days prior to meeting date.

Wallingford Town Hall, 45 South Main Street



RECEIVED
MAYOR'S OFFICE
Town of Wallingford, Connecticut
20 APR 20 AM 9:41

JO-ANNE L. RUSCZEK, C.C.M.C.

TAX COLLECTOR

CHERYL BRUNDAGE C.C.M.C.

ASSISTANT TO THE TAX COLLECTOR

DEPARTMENT OF FINANCE

45 SOUTH MAIN STREET

P.O. BOX 5003

WALLINGFORD, CONNECTICUT 06492

TELEPHONE (203) 294-2135

FAX (203) 294-2137

301

April 20, 2020

Honorable William W. Dickinson, Jr.
Mayor, Town of Wallingford
Wallingford, CT 06492

Re: Refund - Account #1001001-41020 – \$2,483.95 (#880-893)

Dear Mayor Dickinson:

Attached is a list of refunds for your approval and the approval of the Town Council:

Very truly yours,

Jo-Anne L. Rusczek
Tax Collector

APPROVED:

William W. Dickinson, Jr., Mayor

James M. Bowes, Comptroller

880 Johnson, Christen A.	12.05	18-0069956
881 Mchugh, Martin F.	8.33	18-0075550
882 McNary, Roland or Theresa	68.74	18-0075814
883 Mcmanus, Patricia	687.64	17-0009770
884 Cooke, George W.	12.58	18-0058278
885 Ford Credit (Cab) (AN83057)	156.52	18-0055223
886 Ford Credit (Cab) (AK59400)	100.09	18-0055291
887 Ford Credit (Cab) (AJ13443)	102.95	18-0055297
888 Ford Credit (Cab) (863TSB)	52.80	18-0055320
889 Ford Credit (Cab) (AF09764)	89.58	18-0055345
890 Hyundai Lease Titling (AA36073)	262.33	18-0069257
891 JP Morgan Chase (AC75137)	255.77	18-0070343
892 CCAP Auto Lease (AA63787)	474.57	18-0056507
893 Jaekle, Dana or Forte, Alva	200.00	18-0005332
	<hr/>	
	2483.95	



RECEIVED
TOWN OF WALLINGFORD OFFICE
20 APR 15 PM 4:21
Town of Wallingford, Connecticut
Youth & Social Services

CRAIG S. TURNER
DIRECTOR

JANICE L. SERVER
PROGRAM COORDINATOR

KIMBERLY STEIN
SOCIAL SERVICES CASEWORKER

MARION L. GRACEY
COUNSELOR

KELLER L. SCHAFFER
SECRETARY

6 FAIRFIELD BOULEVARD
WALLINGFORD, CONNECTICUT 06492
TELEPHONE (203) 294-2175
FAX (203) 294-2703

April 15, 2020

The Honorable William W. Dickinson, Jr., Mayor
Town of Wallingford
45 South Main Street
Wallingford, CT 06492

Dear Mayor Dickinson:

I am writing to request an appropriation for the Department of Youth & Social Services Special Fund. This appropriation is for \$200.00 of donations that have been received for the Holiday for Giving program.

Therefore, we are requesting the following appropriation:

\$200.00	Rev. Acct. #2134002-47152	Donations
\$200.00	Exp. Acct. #21340100-58830	Expenditures

Thank you for your assistance in this matter.

Sincerely,

Craig Turner, Director
Youth & Social Services

CST/klS

Enclosure



RECEIVED
MAYOR'S OFFICE
Town of Wallingford, Connecticut
20 APR 15 AM 11:53

RICHARD W. HEIDGERD
FIRE CHIEF

JOSEPH J. CZENTNAR 3C
DEPUTY FIRE CHIEF

SAMUEL C. WILSON
DEPUTY FIRE CHIEF

DEPARTMENT OF FIRE AND EMERGENCY SERVICES
75 MASONIC AVENUE
WALLINGFORD, CONNECTICUT 06492-3019
TELEPHONE (203) 294-2730

April 14, 2020

Mayor William Dickinson
Town of Wallingford
45 South Main Street
Wallingford, CT 06492

Re: Acceptance of Nucor Corporation Donation

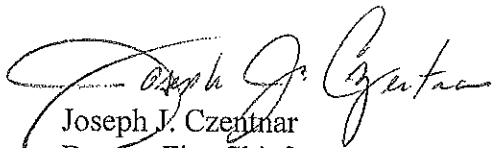
Dear Mayor Dickinson:

The Wallingford Fire Department has received a donation from the Nucor Corporation located in Wallingford Connecticut of ***battery powered extrication equipment to be used in rescue incidents.*** This new rescue equipment will enhance the Wallingford Fire Departments ability in extricating victims from motor vehicle accidents and technical rescues that require cutting, spreading, and pulling. This donation has an estimated value of \$20,000.

The Department would request that the Wallingford Town Council accept the donation of this new rescue tool at their next meeting.

If this meets with your approval, please place this item on the April 28, 2020 Town Council Agenda for acceptance by the Town Council.

Respectfully,


Joseph J. Czentnar
Deputy Fire Chief

TOWN OF WALLINGFORD, CONNECTICUT

Honorable William W. Dickinson, Jr.
Mayor, Town of Wallingford

Date: April 16, 2020 *3d*

I. Request for: XX Transfer of funds
 appropriation of funds

Fund: XX General Fund
 Other Title _____

Amount: \$ <u>7,028</u>	FROM: Title <u>Extrication Equipment</u>	Acct. NO. <u>10020150-57000-00830</u>
\$ <u>1,185</u>	<u>Life-Pak Modem</u>	<u>10020150-57000-00820</u>
\$ <u>3,820</u>	<u>Video Laryngoscopes</u>	<u>10020150-57000-00827</u>
\$ <u>1,973</u>	<u>Maxiforce Air Bags</u>	<u>10020150-57000-00833</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Amount: \$ 14,006 TO: Title Operating Expenses Acct.NO. 10020150-58735

Explanation: PER ATTACHED LETTER AS REQUIRED

Submitted by: [Signature]
Department/Division Head Fire Chief

Certified as to the availability of funds:
[Signature]
Comptroller

APPROVED -- subject to vote of the Town Council:
[Signature]
Mayor

II. CERTIFICATION OF FINANCIAL TRANSACTION:

The transfer/appropriation of \$ _____ as detailed and authorized above and as approved by a vote of the Town Council in session is hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of _____, 19____.

Town Clerk



RECEIVED
MAYOR'S OFFICE
Town of Wallingford, Connecticut
20 APR '20 AM 11: 17

RICHARD W. HEIDGERD
FIRE CHIEF

JOSEPH J. CZENTNAR
DEPUTY FIRE CHIEF

SAMUEL C. WILSON
DEPUTY FIRE CHIEF

DEPARTMENT OF FIRE AND EMERGENCY SERVICES
75 MASONIC AVENUE
WALLINGFORD, CONNECTICUT 06492-3019
TELEPHONE (203) 294-2730

April 16, 2020

Mayor William W. Dickinson, Jr.
Town of Wallingford
45 South Main Street
Wallingford, CT 06492

Re: Transfer Request 2019-2020 Budget Year

Dear Mayor:

A transfer in the amount of \$14,006 to Account 10020150-58735 Operating Expenses will be required to cover unanticipated expenditures through the end of the fiscal year.

While this account has funds remaining, we anticipate a shortfall due to higher than anticipated usage and need of medical supplies. This account is used for a variety of items including not only the medical supplies, but also firefighting supplies, turnout gear, medical oxygen, hazardous materials supplies, small equipment, and laundry services.

Funds are available to be transferred from Capital Accounts 10020150-57000-00830 Extrication Equipment, 10020150-57000-00820 Life-Pak Modem, 10020150-57000-00827 Video Laryngoscopes, and 10020150-57000-00833 Maxiforce Air Bags.

Transfer From:

Account #10020150-57000-00830 Extrication Equipment	\$7,028
Account #10020150-57000-00820 Life-Pak Modem	\$1,185
Account #10020150-57000-00827 Video Laryngoscopes	\$3,820
Account #10020150-57000-00833 Maxiforce Air Bags	\$1,973

Transfer To:

Account # 10020150-58735 Operating Expenses	\$14,006
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If this transfer meets with your approval, please place it on the next Town Council Agenda for consideration and approval.

Thank you for your attention to this issue.

Sincerely,

Richard W. Heidgerd
Fire Chief - EMD

TOWN OF WALLINGFORD, CONNECTICUT


RECEIVED
MAYOR'S OFFICE
20 APR 20 PM 2:01

Office of the Comptroller
45 South Main Street
Wallingford, CT 06492
(203)-294-2040

MEMORANDUM

TO: Mayor William W. Dickinson, Jr.

cc: Richard Heidgerd, Fire Chief
James Hutt, Human Resources Director

FROM: James Bowes, Comptroller 

DATE: April 20, 2020

RE: Transfer of funds – Fire Department

I respectfully request a transfer of \$51,145 from Contingency – Accrued Expenses to the following lines in the Fire Department budget for new EMTs:

\$ 9,600 to Contractual Clothing

\$32,400 to Regular Wages

\$ 9,145 to Other Pay

The approval form is enclosed.

3f.

Town of Wallingford

Honorable William W. Dickinson, Jr.
Mayor, Town of Wallingford

Date: April 13, 2020

Request for: X Transfer of Funds
 Appropriation of Funds

Fund: X General
 • Other

Amount: \$7,500.00 From: Overtime Wages Account No: 10020050-51400

Amount: \$7,500.00 To: PROF. SVCS. -
 Police Facility Project Account No: To Be Determined
 10020050 - 7/16/d

Explanation: PER ATTACHED LETTER AS REQUIRED

Submitted by:

[Signature]
Division/Department Head

Certified as to the availability of funds:

[Signature]
Comptroller

APPROVED: Subject to vote of Town Council

W Dickinson
Mayor

II. CERTIFICATION OF FINANCIAL TRANSACTION:

The transfer/appropriation of \$_____ as detailed and authorized above and as approved by a vote of the Town Council in session hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of _____, 2020.

Town Clerk




Town of Wallingford, Connecticut
Department of Police Services

RECEIVED
MAYOR'S OFFICE
20 APR 14 PM 1:41

WILLIAM J. WRIGHT
CHIEF OF POLICE
35 NORTH MAIN STREET
WALLINGFORD, CT 06492-3718
TELEPHONE (203) 294-2828

INTEROFFICE MEMORANDUM

TO: MAYOR WILLIAM W. DICKINSON
FROM: CHIEF WILLIAM J. WRIGHT 
SUBJECT: TRANSFER REQUEST-BUILDING STUDY
DATE: 4/13/2020
CC: FILE

Sir,

Recently, I requested hourly quotes from architectural firms to study one or more buildings in town to determine the worthiness of renovating such buildings for future use as a police department. I have received quotes from three firms to complete this work on our behalf. Below are the firms and the hourly rates as quoted by each:

- Jacunski Humes Architects, LLC: \$80.00 per hour
- Silver Petrucelli & Associates: \$111.71 per hour
- Tecton Architects: \$150.00 per hour

Therefore, I am respectfully requesting a transfer in the amount of \$7500.00 from Overtime (Acct: 10020050-51400) to Police Facility Project (Acct: TBD).

Please let me know if additional questions remain.




TOWN OF WALLINGFORD

JAMES R. HUTT, JR.
Human Resources Director
Telephone (203) 294-2080
Fax (203) 294-2084

39.

MEMORANDUM

TO: Mayor William Dickinson

FROM: James R. Hutt, Jr., Human Resources Director 

DATE: April 21, 2020

SUBJECT: Revised Job Description – Accountant I

RECEIVED
MAYOR'S OFFICE
20 APR 21 AM 11:41

I respectfully request permission to approach the Town Council at its April 28, 2020 meeting to obtain its approval of revisions to the job description for Accountant I. A copy of the draft job description with the proposed changes is attached.

The current job description for Accountant I has not been revised in many years. The proposed changes are to reflect the work to be performed in municipal government and in the utilities as well as to update the expectations of the position. The proposed change to include the additional college majors related to the accounting field is to allow for the recruitment of a larger applicant pool.

There is no change in the salary schedule for this position which is \$62,542 to \$80,021 annually.

I will be at the meeting to answer any questions that may arise.

Please contact me should you have any questions or need additional information.

JRH/

Attachment

POSITION TITLE: ACCOUNTANT I

GENERAL DESCRIPTION:

This is entry level professional accounting work involving the towns Town's financial management system.

Work involves responsibility for the application of established accounting procedures, methods and standards (GAAP) to a variety of basic municipal and/or utility accounting functions. Duties include examining accounting documents to verify the accuracy of computations and to ascertain that all transactions are properly supported in accordance with applicable procedures and are classified in accordance with standard accounting principles. This position also has the responsibility for making routine accounting technical decisions. The work requires that the employee have good knowledge, skill and ability with generally accepted accounting principles and practices.

SUPERVISION RECEIVED:

Works under the general supervision of the manager or supervisor of the department in which assigned. Deputy Comptroller.

EXAMPLES OF DUTIES:

Examines, verifies and codes entries for distribution to accounts and establishes posting control figure.

Audits postings and reconciles control and subsidiary figures. Traces and adjusts errors.

Reviews cash receipts, cash disbursements journals, bank accounts, computer generated journals and reports. Prepares required standard journal entries. Posts and balances general ledger and subsidiary control accounts at the end of the accounting cycle.

Prepares standard, adjusting, closing and reversing journal entries, trial balance reports and financial statements.

Works with the internal and external auditors reviewing, locating and analyzing general ledger and subsidiary account detail.

Reviews cash disbursement journals and weekly computer-generated budget reports and makes journal entries and balances accounts at the end of the month.

Assists in the preparation of the annual budget as assigned and in the financial analysis of special reports and studies.

According to assignment, responds to inquiries regarding sales tax and gross earnings tax exemptions and 1099 interest reporting. Prepares and submits reports to governmental agencies as required.

Maintains fixed asset records and depreciation schedules.

Prepares and reviews utility billings to customer and other miscellaneous billings.

In the absence of the immediate supervisor, may review payrolls and accounts payable invoices for correctness, certify availability of funds and, according to assignment, may coordinate preparation of bills for mailing.

Instructs clerical employees in basic accounting tasks and computer applications as directed by the supervisor.

Performs all other duties commensurate with the department in which assigned.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Good knowledge of general accounting principles and practices.

Good ability in oral and written communications.

Considerable ability to establish and maintain effective working relationships with co-workers, superiors and associates.

Good skill in business mathematics.

Considerable skill in the use of standard office machines, including computer systems and software related to accounting and business office applications a calculator and a CRT unit.

QUALIFICATIONS:

A bachelor's degree from a recognized college or university in accounting, finance or business administration.

SPECIAL REQUIREMENTS:

None.

TOWN OF WALLINGFORD, CONNECTICUT

Honorable William W. Dickinson, Jr. Mayor
Wallingford, CT 06492

Date: April 15, 2020

3h,

1. Request for X transfer of funds
 appropriation of funds

Fiscal year 2019-2020


Funds: Electric X operating capital project
Water operating capital project
Sewer operating capital project

\$ 31,700 From: Administrative & General Salaries Acct. No. 920

\$ 31,700 To: Maintenance of General Plant Acct. No. 932


Explanation: See attached memo

Certified as to Availability of Funds:



Office Manager

Date: 4-15-20

Submitted by:


Division Head

Date: 4/15/20


Department Head

Date: 4/16/20

Approved by vote of the Public Utilities Commission subject to the approval of the Mayor and Town Council

Chairman, Public Utilities Commission

Date: _____

Certified as to Availability of Funds:

Comptroller

Date: _____

Approved – subject to the approval of the Town Council

Mayor

Date: _____

II Certification of the Financial Transaction:

The transfer or appropriation of \$ _____ as detailed and authorized above and as approved by a vote of the Town Council in session is hereby certified.

I hereby certify that this is the motion approved by the Town Council at its meeting of _____, 20____.

Town Clerk

ITEM NO. 3b-2

PUC AGENDA 4/21/20



Town of Wallingford, Connecticut

THOMAS SULLIVAN
BUSINESS OFFICE MANAGER

DEPARTMENT OF PUBLIC UTILITIES
ELECTRIC DIVISION
BUSINESS OFFICE
100 JOHN STREET
WALLINGFORD CT 06492
PHONE 203-294-2030
FAX 203-294-2027

Memo

To: Tony Buccheri, General Manager
Cc: Richard Hendershot, Director of Public Utilities
From: Thomas Sullivan, Business Office Manager
Date: April 15, 2020
Re: Fiscal 2019-2020 budget transfer
Account 932 – Maintenance of General Plant

Attached for your review is a request for a budget transfer in fiscal year 2019-2020 in the amount of \$31,700 to account 932, Maintenance of General Plant. The Electric Division, as a result of precautions taken during the COVID-19 pandemic, has experienced an increase in costs charged and expected to be charged to account 932 which covers the maintenance of our buildings and offices. The increase is the result of the utilization of our own labor resources as well as the use of outside contractors and materials in cleaning, sanitizing and modifying offices and workspaces. In a matter unrelated to the pandemic, the Division will also need to make some repairs to an office which suffered water damage in recent rainfalls.

Funds are available for this transfer from account 920 – Administrative and General Salaries, where a personnel vacancy will leave funds unexpended.

Please review the attached budget transfer request and forward as appropriate for action by the Public Utilities Commission and Town Council.

ITEM NO. 3b-1
PUC AGENDA 4/21/20

TOWN OF WALLINGFORD, CONNECTICUT

3i

Honorable William W. Dickinson, Jr., Mayor
Wallingford, CT 06492

Date: April 15, 2020

I. Request for: X Transfer of funds
 Appropriation of funds

Funds: Electric Operating Capital project
Water X Operating Capital project
Sewer Operating Capital project

Amount	Description	Account No.
\$7,800	To: Miscellaneous General Expenses	43100930
\$7,800	From: Outside Services Employed	43100923

Explanation: See enclosed correspondence.

Certified as to Availability of Funds:

William J. Pflie
Division Business Manager

Date: 4/15/2020

Submitted by:

Neil M. Amwake
Division General Manager

Date: April 15, 2020

Director, Department of Public Utilities

Approved by vote of the Public Utilities Commission, subject to the approval of the Mayor and the Town Council

Chairman, Public Utilities Commission

Date: _____

Certified as to Availability of Funds:

Comptroller, Finance Department

Date: _____

Approved – Subject to the Approval of the Town Council

Mayor

Date: _____

II. Certification of the Financial Transaction:

The transfer or appropriation of \$ _____ as detailed and authorized above and as approved by a vote of the Town Council in session is hereby certified.


I hereby certify that this is the motion approved by the Town Council at its meeting of _____, 20_____.

Town Clerk

ITEM NO. 3C-2
PUC AGENDA 4/21/20

TOWN OF WALLINGFORD
WATER & SEWER DIVISIONS
DEPARTMENT OF PUBLIC UTILITIES

INTEROFFICE MEMORANDUM

TO: NEIL H. AMWAKE, P.E., GENERAL MANAGER
FROM: WILLIAM J. PHELAN, OFFICE MANAGER 
SUBJECT: REQUEST FOR BUDGET TRANSFER – ADVERTISING - WATER DIVISION
DATE: APRIL 13, 2020
CC:

Due to the number of personnel vacancies in the Water Division during FY 2019/2020, advertising expenses to fill these positions have depleted current budget appropriations. Over the past several months seven (7) positions have been advertised in various newspapers and internet trade websites (CTAWWA, NEWEA). As a result, in order to provide sufficient funds for the ads and additional expenses for the remainder of the fiscal year, a budget transfer will be required.

Therefore, a budget transfer increasing account #43100930 (Miscellaneous General Expenses) in the amount of \$7,800 and a corresponding decrease to account #43100923 (Outside Services Employed) is respectfully requested. Funds for this transfer are available due to unexpended funds associated with the Division's Water Supply Plan update.

Upon your approval please forward this request to the Public Utilities Commission for their consideration.

H:/GeneralManager/AdvertisingTransfer

ITEM NO. 3C-1
PUC AGENDA 4/21/20

TOWN OF WALLINGFORD, CONNECTICUT

Honorable William W. Dickinson, Jr., Mayor
Wallingford, CT 06492

Date: April 15, 2020

31

I. Request for: X Transfer of funds
 Appropriation of funds

Funds: Electric Operating Capital project
Water Operating Capital project
Sewer X Operating Capital project

Amount	Description	Account No.
\$21,750 To:	Maintenance of Treatment Equipment	46100652
\$21,750 From:	Chemicals	46100641

Explanation: See enclosed correspondence.

Certified as to Availability of Funds:

William J. Phee
Division Business Manager

Date: 4/15/2020

Submitted by:

Neil H. Amwake
Division General Manager

Date: April 15, 2020

Director, Department of Public Utilities

Date: _____

Approved by vote of the Public Utilities Commission, subject to the approval of the Mayor and the Town Council

Chairman, Public Utilities Commission

Date: _____

Certified as to Availability of Funds:

Comptroller, Finance Department

Date: _____

Approved – Subject to the Approval of the Town Council

Mayor

Date: _____

II. Certification of the Financial Transaction:

The transfer or appropriation of \$ _____ as detailed and authorized above and as approved by a vote of the Town Council in session is hereby certified.


I hereby certify that this is the motion approved by the Town Council at its meeting of _____, 20_____.

Town Clerk

ITEM NO. 3d-2
PUC AGENDA 4/21/20

TOWN OF WALLINGFORD
WATER & SEWER DIVISIONS
DEPARTMENT OF PUBLIC UTILITIES

INTEROFFICE MEMORANDUM

TO: NEIL H. AMWAKE, P.E., GENERAL MANAGER
FROM: WILLIAM J. PHELAN, OFFICE MANAGER 
SUBJECT: REQUEST FOR BUDGET TRANSFER – RBC REPAIRS - SEWER DIVISION


DATE: APRIL 13, 2020
CC:

New England Pump and Valve has been awarded a bid to repair RBC shafts damaged by bearing failure. Specifically, the bid requires cutting and sleeving the damaged shafts at a quoted cost of \$9,110.00 each. This type of repair also requires replacement of the bearings and bearing housings at an additional cost of approximately \$6,300.00 per shaft.

During the current fiscal year the Sewer Division has budgeted for and repaired two damaged RBC shafts. However, it has been determined that two additional repairs must be made. Unfortunately, the full cost of these additional repairs will deplete the approved appropriation. As a result, a budget transfer will be required to complete the repairs and provide the necessary funding required for the remainder of the fiscal year.

Therefore, a budget transfer increasing account #46100652 (Maintenance of Treatment Equipment) in the amount of \$21,750 along with a corresponding decrease to account #46100641 (Chemicals) is respectfully requested. Funds for this transfer are available due to lower than budgeted expenditures for Aluminum Sulfate during the current fiscal year.

Upon your approval please forward this request to the Public Utilities Commission for their consideration.

Agenda 4/28
roundcube  3K

Subject **FW: WDC Constables**
From Alida Cella <alidacella@hotmail.com>
To Barbara Thompson <townclerk@wallingfordct.gov>
Cc Robert Avery <robert_avery@me.com>
Date 2020-04-07 08:42

Hi Barbara,

I am hoping that you had previously received the list of Constables, but to be sure, I am listing them here. If there is any other information you need, please let me know.

Timothy Wall
Patricia DeRenzo
Joe DeGunta *DeCunto*

Alida Cella
203-949-8656
203-676-0819

From: Robin Hettrick
Sent: Monday, April 6, 2020 7:35 PM
To: Alida Cella
Cc: Timothy Wall; Robin Hettrick; Timothy Wall
Subject: Re: WDC Constables

Alida and Tim,

I did forward the names and was informed that we only had 3 not 4, Bruce stepped down and I thought I sent a new email to Barbara with the revised list of yourself, Joe and Pat. I can't seem to locate that email, or I would have attached it here.

Alida, if you just send the three names to Barbara, she will put them on council agenda for approval.

Thanks

Robin

Robin Hettrick
5 Shetland Drive
Wallingford, CT. 06492
Phone: (203) 626-5373
Cell: (203) 996-8859
Email: robin.hettrick@comcast.net

Sent from my iPhone

On Apr 6, 2020, at 2:40 PM, Alida Cella <alidacella@hotmail.com> wrote:

TOWN OF WALLINGFORD, CONNECTICUT
TOWN COUNCIL MEETING

HELD REMOTELY
at GoToMeeting.com

TUESDAY
APRIL 14, 2020
6:30 P.M.
RECORD OF VOTES & MINUTES

The Town Council Meeting on Tuesday, April 14, 2020 was called to order at 6:31 p.m. There was a moment of silence and the Pledge of Allegiance was said. Councilors in attendance were Craig C. Fishbein, Thomas Laffin, Joseph A. Marrone, III, Gina Morgenstein, Christopher K. Shortell, Christina Tatta, Vincent F. Testa, Jason Zandri and Chairman Vincent Cervoni. Mayor William W. Dickinson, Jr., Town Attorney Gerald Farrell, Sr., Corporation Counsel Janis Small and Comptroller James Bowes were also present (BY TELECONFERENCE).

Moment of Silence

- 1. Pledge of Allegiance

Chairman Cervoni thanked everyone involved in setting up this meeting.

- 2. Roll Call

- 3. Consent Agenda

- 3a. Consider and approve Tax Refunds totaling \$67,448.56 (#815-879)
Acct. #1001001- 41020 - Tax Collector

- 3b. Consider and approve Bid Waiver request for New England Steamway to provide a one year supply of P-100 masks at a cost of \$37,098 – Fire Department

- 3c. Consider and approve a Transfer in the amount of \$37,098 from Contingency-General Purpose, Acct. #10019000-58820 to Fire-Operating Exps,
Acct. #10020150-58735 – Fire Dept.

- 3d. Consider and approve a Transfer in the amount of \$8,500 – Fire Dept.

- \$3,000 From: Purchased Srv. – CMED Acct. #10020150-56744
 - \$3,000 From: Purchased Srv. – Physicals Acct. #10020150-56734
 - \$2,000 From: Office Expenses & Supplies Acct. #10020150-56100
 - \$ 500 From: Purchased Srv. – Custodial Acct. #10020150-56736

- \$8,500 To: Telephone Acct. #10020150-53000

- 3e. Consider and approve a Transfer in the amount of \$6,000 – Human Resources
\$6,000 From: Contingency-Gen. Purposes Acct. #10019000-58820
\$3,000 To: Personal Computer Acct. #TBD
\$3,000 To: Scantron Scoring Machine Acct. #TBD
- 3f. Acceptance of Donation from Mr. and Mrs. Anthony Annunziata and consider and approve Appropriation of funds in the amount of \$100 to Revenue Donations - Police, Acct. #2502002-47152 and to Expense Donations-Police, Acct # 25020050-58830-10135 – Police Dept.
- 3g. Consider and approve acceptance of funds and Appropriation of funds in the amount of \$200 to Revenue, Acct. #2264002-47152 and to Expenditures, Acct. #22640150-58830 – Y&SS
- 3h. Consider and approve acceptance of program fees for STEM and consider and approve Appropriation of funds in the amount of \$1,368 to Revenue, Acct. #2264002-47152 and to Expenditures, Acct. #22640150-58830 – Y&SS
- 3i. Consider and approve Workforce Alliance Summer Youth Employment Program funds and consider and approve Appropriation of funds in the amount of \$14,705 to Revenue, Acct. #2274002-47010 and to Expenditures, Acct. #22702020-51000 – Y&SS
- 3j. Consider and approve Bid Waiver for Farmland Lease property, Field 5B, located off Cooke Road for lease to John Kranyak, adjacent property – Conservation Commission
- 3k. Approve Town Council Minutes of March 24, 2020.

MOTION WAS MADE TO APPROVE CONSENT AGENDA ITEMS 3a.-3k.

MADE BY: LAFFIN
SECONDED BY: FISHBEIN
VOTE: ALL AYE
MOTION: PASSED

4. **Items Removed from the Consent Agenda - None**
5. Update from Health Director Stephen Civitelli regarding COVID-19 - Morgenstein/Shortell

Mr. Civitelli gave his condolences to anyone who has lost someone. He stated that there have been 4 fatalities and 88 confirmed cases of COVID.

Mr. Civitelli stated that he had a conversation with Hartford Healthcare about getting our first responders tested. He indicated they can be tested between 7:00 a.m. and 8:00 a.m. daily. He stated that he is constantly checking in with the nursing homes. Also, he has met with Utilities and Public Works on how to keep safe, how to quarantine and has been working with local

businesses as well about the quarantine of employees. He mentioned they have been out to the grocery stores and that Youth and Social Services have been very helpful in that they took eight homeless and brought them to the Red Roof Inn.

Mr. Civitelli went on to state the National Guard will be at Kondracki Lane, Quinnipiac Valley Nursing Home tomorrow to set up 34 new beds for Acute Care for COVID patients before they are released. He noted we are actively trying to mitigate in the community still and we find this helpful.

Councilor Shortell appreciates the update and has no questions.

Councilor Morgenstein wants to know if the Health Department is still doing contact tracing. Mr. Civitelli answered yes and stated it's a good thing.

Councilor Morgenstein asked if the staff will be going back and forth from the nursing home to the COVID patients. Mr. Civitelli stated he needs to go there tomorrow and he has the same concerns.

Councilor Morgenstein stated she heard that the Town Hall building has had much improvement with social distancing, some work times staggered in the Utilities Department only and plexiglass has been put up. She asked if there is a possibility to do a swipe time card. She mentioned some departments are doing self-cleaning and there is a company to do a fog of the building but only if there is a positive case.

Mr. Civitelli said we are looking to do a temperature check at town buildings but we need staff to do it. He then stated that the Parks and Recreation Department are keeping parks open.

Councilor Morgenstein feels that temperature taking is totally appropriate and asked if we can do this. She then inquired about deep cleaning and noted that stores are doing it. She also wants to know where we are at with supplies. She stated there should be no carpooling and indicated some employees take the bus.

Mr. Civitelli said we had the furnace people come out to do fresh filters to OSHA standards, we had six offices rearranged today and we distributed more masks that will last for the next five weeks. As far as temperature taking, we did put two requests in and we are not giving up on that. He stated it has been a challenge to take all of the quarantine issues in the building.

Councilor Morgenstein asked if an employee is told they have to have their temperature taken, can they deny it? Attorney Small explained if we deem it necessary to enter the building, it will be a disciplinary issue.

Mayor Dickinson stated we are aware of the time clock issue and we can look at it.

Councilor Tatta asked for clarification why the seven people were moved at the homeless shelter. Mr. Civitelli stated they did not know if they would be positive and wanted to isolate them.

Councilor Tatta is concerned about the National Guard coming into the nursing home.

Mr. Civitelli stated we were not solicited; this was done between Government and Public Health. He noted that he contacted the Governor's office saying we want some input on how this rolls out.

Councilor Fishbein stated he was distressed about this Quinnipiac Valley issue. He then asked about PPE and if anyone needs help. He asked if the town provides to a private company, are we reimbursed. Mr. Civitelli answered yes.

Adelheid Koepfer, 23 Whiffle Tree Road, thanked Mr. Civitelli and all the town employees.

6. Discussion and possible action on tax and utility payments programs in accordance with Governor Lamont's Executive Order 7S – Mayor

MOTION WAS MADE TO MOVE THE ADOPTION OF A TAX AND UTILITY DEFERMENT PROGRAM IN ACCORDANCE WITH GOVERNOR LAMONT'S EXECUTIVE ORDERS 7S AND 7W, PERMITTING A THREE (3) MONTH INTEREST FREE GRACE PERIOD ON TAX AND UTILITY PAYMENTS WHICH ARE DUE AND PAYABLE FROM APRIL 1ST THROUGH JULY 1ST, FOR ALL WALLINGFORD TAXPAYERS AND UTILITY CUSTOMERS WITHOUT QUALIFICATION EXCEPT LANDLORDS AS PROVIDED IN SAID EXECUTIVE ORDERS. LANDLORDS ARE REQUIRED TO APPLY AND QUALIFY FOR THIS PROGRAM IN ACCORDANCE WITH THE EXECUTIVE ORDERS.

MADE BY: LAFFIN

SECONDED BY: TATTA

Attorney Small provided the Council with information on the program as outlined in her memo. She explained there is no application process for this and the recommendation from Mr. Bowes is to go with the deferment program.

Mr. Bowes remarked that Attorney Small has done tremendous work on this. He went on to say he believes we are all in receipt of his memo of April 9th. He feels this will help people at this difficult time.

Councilor Fishbein expressed his displeasure of different interpretations coming from the office of OPM at the State. He is in favor but feels it will be very difficult to have landlords carry through.

Councilor Fishbein asked if a document is going to be put together to explain this to residents. Attorney Small stated we are talking about the best way to do that.

ROLL CALL VOTE:

FISHBEIN: YES

LAFFIN: YES

MARRONE: YES

MORGENSTEIN: YES

9-AYE

MOTION: PASSED

SHORTELL: YES

TATTA: YES

TESTA: YES

ZANDRI: YES

CERVONI: YES

7. Executive Session pursuant to Section 1-200(6)(D) of the Connecticut General Statutes with respect to the purchase, sale and/or leasing of property – Mayor - *Withdrawn*

Chairman Cervoni adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Lisa Moss
Council Staff
Meeting digitally recorded

Vincent Cervoni, Chairman

Date

Barbara Thompson, Town Clerk

Date

RECEIVED FOR RECORD 4-17-2020
AT 4:00 AND RECEIVED BY
Barbara Thompson TOWN CLERK



RECEIVED
MAYOR'S OFFICE
Town of Wallingford, Connecticut
20 APR 21 PM 1:15

RICHARD W. HEIDGERD
FIRE CHIEF

JOSEPH J. CZENTNAR
DEPUTY FIRE CHIEF

SAMUEL C. WILSON
DEPUTY FIRE CHIEF

DEPARTMENT OF FIRE AND EMERGENCY SERVICES
75 MASONIC AVENUE
WALLINGFORD, CONNECTICUT 06492-3019
TELEPHONE (203) 294-2730

5.

April 21, 2020

Mayor William Dickinson
Town of Wallingford
45 South Main Street
Wallingford, CT 06492

Re: Bid Waiver Request – Vancord, Division of TBNG, Inc.

Dear Mayor Dickinson:

Vancord, a division of TBNG, Inc., is the present vendor for the Police Department for information security services. We are requesting a bid waiver for Vancord to conduct a Network Vulnerability Assessment of our software network.

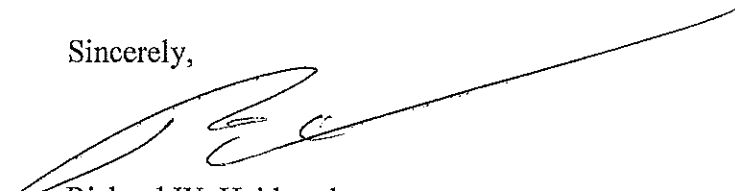
As we recently discussed, the Fire Department is planning to move from Firehouse® Software to an updated platform operated by ESO Solutions, Inc. for all electronic documentation, which includes incident reporting, electronic patient care reporting (ePCRs), records management, fire inspections, fire investigation, training, personnel records, and general business functions of the Fire Department.

This new company, ESO Solutions Inc., acquired Firehouse® Software and therefore is our current vendor. We presently use ESO Solutions for ePCRs and for reporting to the Health Data Exchange (HDE). As we transition completely to this platform and with the hope of funding for our computer network, we are asking for this bid waiver. If approved, we would have the assessment completed as soon as possible prior to installing any new equipment.

Police and Fire computer systems are separated, but must connect for proper functionality with CAD, dispatching and incident reporting. It is not only operationally logical, but financially prudent to utilize the same vendor for both systems.

If this request meets with your approval, please place it on the next Town Council agenda for consideration and approval.

Sincerely,



Richard W. Heidgerd
Fire Chief

Enclosure



Vancord
180 Glastonbury Blvd, Suite 107
Glastonbury, CT 06033

sales@vancord.com



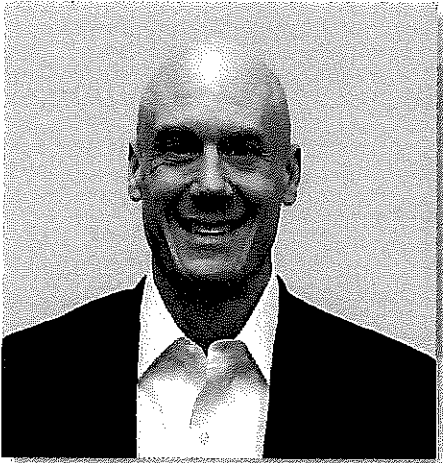
Network Vulnerability Assessment



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Partner's Message



Vancord /'van kôrd / Our name is derived from vantage and concord and means 'To see, affording a good view of something and in a state of agreement, harmony, partnership'.

Vancord was founded on the guiding principles that information security is born of sound fundamentals, mature operational practices, and is a shared organizational responsibility. It is our core belief at Vancord that listening closely to our clients and working collaboratively will yield the best possible results. By deeply understanding your needs, we can ensure the delivery of solutions that are uniquely beneficial to your business and constituents.

We seek to become your trusted information security partner. By adhering to our core guiding principles during every engagement, we are confident that we will achieve that goal and in so doing distinguish ourselves from other information security professional services companies.

Jason Pufahl
VP, Vancord

Company Background and History

Vancord is a division of TBNG Inc., a corporation founded in 2004, providing cyber and information security services. Vancord is committed to our philosophy of delivering solutions that emphasize security fundamentals over complexity. We work with our customers to determine a level of security that is appropriate and tailor our services and solutions to meet the unique requirements of our clients.

The relationship with TBNG Inc. provides direct access to TBNG Consulting, a separate business unit, with an experienced staff of network and system engineers. Vancord is built around the idea that good security is born out of sound operational practices and education, not out of complicated products and niche security solutions. The alignment of Vancord and TBNG Consulting has proven to be extremely valuable for clients that want to work with a vendor that can deliver both security solutions and supporting infrastructure projects.

Vancord staff have a well-established background in developing solutions that consider both the business and technology space. We have expertise in information security, identity management, vulnerability management, incident response, disaster recovery and business continuity, and security policy development.

Account Contact Information

Jeff Grande, Account Executive

Russell Jancewicz, Senior Security Engineer

jgrande@tbngconsulting.com

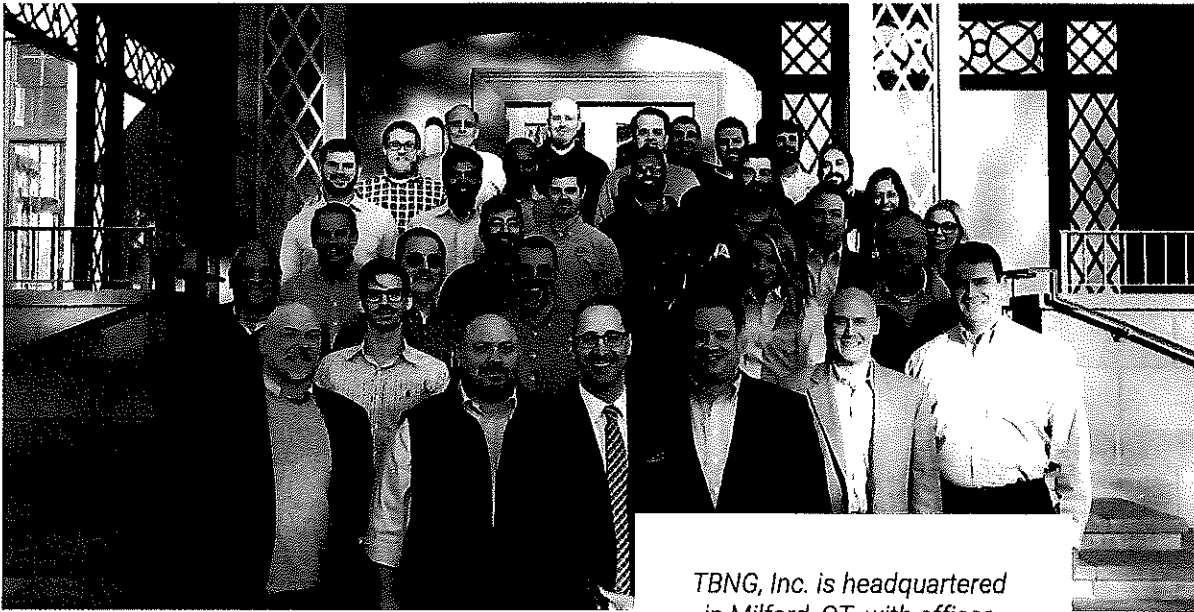
rjancewicz@vancord.com

203-874-9607 x100

203-874-9607 x172

203-889-1742 mobile

About Our Group



TBNG, Inc.

TBNG, Inc. is the parent company of two business units: TBNG Consulting and Vancord.

TBNG Consulting provides managed IT services and a range of infrastructure solutions such as wireless solutions, servers and storage, routing and switching, and business continuity.

Vancord is our companion cybersecurity organization that provides specialized security engagements such as vulnerability assessments, penetration testing and other related services.

TBNG, Inc. is headquartered in Milford, CT, with offices in Warwick, Rhode Island and Glastonbury, Connecticut.

To learn more, visit:

*vancord.com
tbngconsulting.com*



Statement of Work

This Statement of Work ("SOW") is incorporated into, and governed by the terms and conditions of, the Master Services Agreement between the Wallingford Fire Department ("Client") and TBNG, Inc., d/b/a VANCORD, a CT Corporation ("Company"), dated _____, 20__ (the "Agreement").

Summary

Vancord appreciates the opportunity to present this proposal to the Wallingford Fire Department (the customer) to provide security services to assess and improve the overall security posture of the organization.

Vancord proposes the following services to meet the security and privacy needs of the Wallingford Fire Department:

- **Comprehensive Network Vulnerability Assessment**

The services above are intended to provide high-level information security guidance, assess deficiencies in systems and processes, ensure appropriate and authorized access to technology resources, and examine policy standard compliance.

Vulnerability Assessment

Vancord proposes a comprehensive vulnerability assessment to evaluate the current state of customer infrastructure and networks in order to identify weaknesses that may exist. These vulnerabilities may be present in devices such as network routers and firewalls, in operating systems which provide environments for programs and applications, within such applications, and from the interactions between independent systems. Additionally, Vancord will perform a configuration review of any technical security measures in place to verify they are being used effectively.

Vulnerability assessment will occur according to the foundation laid out in NIST SP 800-115. Vulnerabilities will be evaluated with a combination of automated industry standard scanning and manual analysis of configurations and environments.

Scope

- Pre-engagement business review detailing how various technology components are utilized within the organization.
- Domains to be evaluated (covering both internal and externally facing assets):
 - Servers:
 - OS and application patch levels
 - Event logging
 - System configurations (registry, SSL, etc.)
 - Vulnerable applications
 - Account and auditing policies
 - Available services
 - Remote access methods
 - Logon and access procedures
 - Domain and Local Security policies
 - Enforced Group policies
 - Password policies
 - Network:
 - Physical Layer 2 and 3 security
 - Evaluate design and implementation of perimeter defenses.
 - Evaluate design and implementation of internal network segregation and defenses.
 - DoS exposure for network equipment
 - Remote administration
 - Levels of authorization for network or internet access.
 - IPSEC implementation analysis
 - Third-party connectivity
 - SSL/TLS certificate security
 - Workstations & End-User Devices:
 - An authenticated vulnerability scan will be performed on in-scope devices.
 - A configuration audit will be done and compared to the CIS level 1 controls for Windows desktop operating systems.
 - For more information: https://www.cisecurity.org/cis-benchmarks/#microsoft_windows_desktop

Deliverables

- Executive Summary
- Vulnerability Findings Report
- Technical Scan Report
 - Vulnerabilities per asset
 - Vulnerability summaries by asset class
 - Remediation recommendations
 - Plan of mitigation for the top 5 vulnerabilities discovered.
 - Top 5 to be selected via a discussion between the customer and Vancord.
 - Recommended improvements and compensating controls to prevent or mitigate the observed vulnerabilities.
 - Please note: additional vulnerability management may be performed under a separate engagement.
- Network map of analyzed resources
- Post-assessment debrief, including recommended priorities

Fee Structure

This security consulting engagement will employ both onsite and remote work time, including access to local network appliances, client personnel, and other critical path elements.

Vulnerability Assessment	\$4,385
<u>Network Assessment & Diagramming</u>	<u>\$3,000</u>
Total	\$7,385

SOW Acceptance

CLIENT

By: _____

Name:

Title:

Date:

VANCORD

By: _____

Name:

Title:

Date:

Client References

West Haven Public Schools – 355 Main Street, West Haven, CT

- 10 site public school system, 2500+ endpoints and extensive wireless.
- Matthew Cavallaro, Finance Director, (203) 937-4300 x7122.
- Engagement includes: Managed Services and Projects.

Acme United Corporation – 55 Walls Drive, Fairfield, CT

- Global network consisting of 4 multi-national sites, 6 US locations.
- Bill Dossmann, CIO, (203) 319-2157.
- Engagement includes: Managed Services, Network Infrastructure, and Cyber Security.

Tower Labs PLC – 8 Industrial Park Road, Centerbrook, CT

- Network security, UTM, and SOC for 4 US locations.
- Gad Friedman, IT Manager (860) 767-4895

Additional references available upon request.

Appendix A: Certificate of Insurance

ACORD CERTIFICATE OF LIABILITY INSURANCE (418) (09/01/17) 06/10/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, except to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in any of such endorsement(s).

PRODUCER Anvity Insurance & Financial Services, LLC 15 Old Tavern Rd Orange CT 06477	INSURED TEND Inc d/b/a Vancord 550 Boston Post Road Milford CT 06460
--	--

AGENCY Eye Wood Phone: (703) 387-1660 Fax: (703) 389-1899 Email: Eye@anvity.com	ISSUING INSURER(S)	RATE
PROVIDER A: Philadelphia Insurance Co 238.50 PROVIDER B: Valley Forge Insurance Co 205.00 PROVIDER C: The Travelers Indemnity Co 150.00 PROVIDER D: Travelers Casualty Inc of America 150.00 PROVIDER E: Continental Casualty Co 204.00		

COVERAGES CERTIFICATE NUMBERS 01/15/2016-2020 REVISION NUMBER

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF EACH POLICY. CLAIMS UNKNOWN MAY HAVE BEEN INCURRED BY PAID CLAIMS.

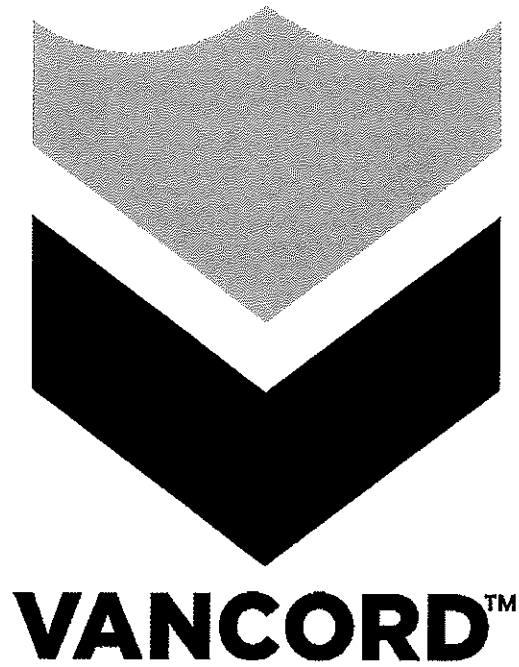
LINE	TYPED DESCRIPTION	CLASS CODE	POLICY NUMBER	START DATE	EXPIRES DATE	REVISION NUMBER	LIMIT
B	GENERAL LIABILITY CLAIMS MADE <input checked="" type="checkbox"/> OCCUR OWNERS AND CONTRACTORS PRODUCTS AND COMPLETED OPERATIONS AUTOMOBILE LIABILITY MEDICAL AUTO	N N	6024955292	08/15/2019	08/15/2020		EACH OCCURRENCE (Maximum per event)
							\$1,000,000
							AGGREGATE (Maximum per policy)
							\$1,000,000
							\$1,000,000
D	AUTOMOBILE LIABILITY OWNERS AND CONTRACTORS PRODUCTS AND COMPLETED OPERATIONS MEDICAL AUTO	N N	BA-21290697	08/15/2019	08/15/2020		EACH OCCURRENCE (Maximum per event)
							\$1,000,000
							AGGREGATE (Maximum per policy)
							\$1,000,000
							\$1,000,000
E	UMBRELLA LIA EXCESS LIA CLASS CODE 10.000	N N	6024957969	08/15/2019	08/15/2020		EACH OCCURRENCE
							\$1,000,000
							AGGREGATE
							\$1,000,000
							\$1,000,000
C	INSURERS COMPENSATION AND EMPLOYERS LIABILITY CERTIFICATE OF LIABILITY CLASS CODE 10.000	N N	UB-312906716	08/15/2019	08/15/2020		EACH OCCURRENCE
							\$1,000,000
							AGGREGATE
							\$1,000,000
							\$1,000,000
A	Professional Liability Cyber Liability	N N	PHSD1481261 PHSD1481269	08/15/2019 08/15/2019	08/15/2020 08/15/2020		Policy Aggregate
							\$1,000,000 \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATION / VEHICLES (AS PER ACORD 10), Additional Insureds (if none, leave space in report)
 Computer Systems Intelligent Services

CERTIFICATE HOLDER For Informational Purposes Only Individual Certificate may be requested thru the Producer listed above.	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Eye Wood</i>
--	--

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(860) 652-0450 | www.vancord.com | sales@vancord.com



Corporate Offices

180 Glastonbury Boulevard, Suite 107 Glastonbury, CT 06033
(855) 512-4817

500 Boston Post Road, Milford, CT 06460
(203) 874-9607

- info@vancord.com
- www.vancord.com

G. E. 7.

ITEM FOR AGENDA OF MEETING OF TOWN COUNCIL

REMOTE ATTENDANCE ONLY

[Item No.] To conduct a public hearing and consider and act on the following ordinance entitled:

AN ORDINANCE AMENDING AN ORDINANCE APPROPRIATING \$625,000 FOR COMMUNITY POOL PARK DESIGN SERVICES AND AUTHORIZING THE ISSUE OF \$625,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

(The purpose of the amendment is to increase the appropriation and bond authorization therein by \$6,845,000, from \$625,000 to \$7,470,000, to provide for the construction of the pool, and to ratify, confirm and adopt all prior authorizations and ordinances in connection therewith.)

The above public hearing and Council meeting will be conducted remotely. In person public attendance is not permitted.

The public can access the meeting remotely as follows:
<https://global.gotomeeting.com/join/923893957> or
United States (Toll Free): 1 866 899 4679
Access Code: 923-893-957

The agenda of the Council meeting, Public Hearing notice, material for which it is known will be submitted to the Council in connection with the public hearing and for the agenda items for the Council meeting are, or will be, posted on the City's website www.town.wallingford.ct.us and be available for viewing during and after the meeting.



687,

OFFICE OF THE MAYOR
TOWN OF WALLINGFORD
CONNECTICUT

WILLIAM W. DICKINSON, JR.
MAYOR

45 SOUTH MAIN STREET
WALLINGFORD, CT 06492
TELEPHONE 203 294-2070
FAX 203 294-2073

April 20, 2020

Wallingford Town Council
Wallingford, CT 06492

ATTN: Vincent Cervoni, Chairman

Dear Council Members:

The agenda for the April 28th meeting includes a public hearing for adoption of an Ordinance authorizing \$6,845,000 for construction of a new Community Pool. Adding the already authorized \$625,000, in Ordinance 624, provides a total of \$7,470,000 for expenditure. I believe that this project should be postponed until the current chaos of health, employment, business vitality and financial uncertainties are abated. We are currently lacking the "normal" planning horizons which permit reasonable prediction of future conditions.

The U.S. Department of Labor reports 5.2 million new applications for unemployment benefits. The total number of laid-off workers in the United States is 22 million, reportedly the worst loss of jobs on record in the period of time since the coronavirus struck the United States. Roughly one in seven workers have lost their jobs. Forecasts predict we are descending into the worst recession since the 1930 Depression. The Wall Street Journal estimates that 25% of the U.S. economy is idle.

In Connecticut, employers have eliminated a net 7,600 jobs in March. On April 14th, Connecticut had received 339,000 unemployment claims. Since the spread of the virus, ISO-New England, the electric grid operator, reports that the drop in electricity demand is unprecedented. Residential use has gone up, but institutional, commercial and industrial demand has decreased. We can see the economy stress in Wallingford with many businesses closed. The situation is compelling enough to require an Executive Order to defer tax and utility payments.

The Community Pool project to renew our existing recreational facility is a wonderful goal. However, its reconstruction is not so time sensitive that we should burden our residents and businesses with a substantial new debt. We should postpone the project until our physical health and economic vitality are restored.

Sincerely,

William W. Dickinson, Jr.
Mayor