



**TOWN COUNCIL
WATERTOWN, CONNECTICUT
MONDAY, MARCH 16, 2026
REGULAR MEETING – 7:00 P.M.**

AGENDA

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

1. Call Meeting to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Public Participation.

The Town Council invites the public to speak under public participation. Please complete and provide a *Watertown Town Council Public Participation* Form if you wish to speak at the meeting. Copies are available on the Town's website or at the meeting. There is a time limit of three minutes per speaker.

5. Minutes.
 - a. February 11, 2026 – Special Meeting
 - b. February 17, 2026 – Special Meeting
 - c. February 24, 2026 - Special Meeting
6. Chairman's Report
 - a. Correspondence
 1. Resignation letter from Thomas R. Claire as a member of the School Capital Project, effective March 10, 2026.
7. Staff Reports.
 - a. Town Manager
 - b. Finance Director
8. Subcommittees.
 - a. Finance Subcommittee– Budget Reviews
 1. Fund 030 - Engineering and Administration

2. Fund 031 - Highway
 3. Fund 032 - Snow Removal, Emergencies, Natural Disasters, Drainage (SENDD)
 4. Fund 033 - Solid Waste
 5. Fund 034-Street Lighting
 6. Fund 035 - Tree Removal
 7. Town Road Aid
 8. Local Capital Improvement
9. New Business.
- a. Consider a resolution authorizing the transfer and appropriation of funds for the Water and Sewer Debt Service Fund.
 - b. Consider authorizing the Town Manager to enter into an agreement with Twin Lakes for consulting service for payroll activities.
 - c. Consider authorizing the Town Manager to enter into an agreement with Above Target HR Consulting LLC for recruitment services.
 - d. Consider approval of an agreement between the Town of Watertown and Local 1303 of Council #4 of the American Federation of State, County and Municipal Employees, AFL-CIO Union.
 - e. Consider Department Head and Non-Organized Compensation adjustments or Fiscal Year 2026-2027.
 - f. Consider a resolution authorizing the transfer of funds between line items for Fiscal Year 2025-2026.
 - g. Consider a resolution authorizing an appropriation from the General Fund for tax refunds.
 - h. Consider a resolution authorizing the payment of tax refunds.

**THIS MEETING WILL BE AN IN-PERSON MEETING AND WILL ALSO BE AVAILABLE
VIA ZOOM IN LISTEN ONLY MODE**

**A LINK WILL BE POSTED ON THE DAY OF THE MEETING
PLEASE SEE WWW.WATERTOWNCT.ORG UNDER THE CALENDAR OF MEETINGS**

10. Executive Session:

- a. Pending Litigation – Siemon Realty Company Tax Appeal (Property Located at 51 Depot Street, Suite 521)
- b. Pending Litigation – discussion concerning Settlement Agreement with Wells Fargo Bank, N.A. for release of a Judgment Lien in favor of the Town of Watertown against Concetta D’Ancona.
- c. Personnel – Town Manager Review

11. New Business Continued:

- a. Consider settlement of Siemon Realty Company Tax Appeal v. Town of Watertown Tax Appeal. (Property Located at 51 Depot Street, Suite 521)
- b. Consider authorizing the Town Manager to execute on behalf of the Town of Watertown a Settlement Agreement with Wells Fargo Bank, N.A. for release of a Judgment Lien in favor of the Town of Watertown against Concetta D’Ancona.
- c. Consider Town Manager Compensation adjustment.

12. Adjournment.

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TOWN OF WATERTOWN

WATER & SEWER AUTHORITY

MEMORANDUM

To: Members, Watertown Water & Sewer Authority

From: Mark A. Raimo, Town Manager

Date: March 12, 2026

Re: Proposed 90–120 Day Communication Plan – Rate Review, Budget Impact, and BAN-to-Bond Conversion

I. Purpose

The purpose of this memorandum is to present a structured communication plan for the Water & Sewer Authority (WSA) as it evaluates financial conditions, capital planning, and potential rate impacts associated with:

- Enterprise fund budget considerations
- Long-term infrastructure needs
- Bond Anticipation Note (BAN) to Bond conversion
- Debt service planning and sustainability

The proposed plan establishes a transparent, predictable framework for public communication over a **90-day period**, with flexibility to extend to **120 days** if additional analysis or review is required.

This approach is intended to ensure clarity, consistency, and informed public participation prior to any formal rate action.

II. Guiding Principles

All communications during this period will adhere to the following principles:

1. **Process-Focused Communication** – Emphasizing structure, legal requirements, and enterprise fund mechanics rather than reacting to commentary.
2. **Plain Language First** – Providing accessible summaries for residents alongside technical documentation.
3. **Full Transparency** – Posting supporting financial and capital documents publicly.

Town of Watertown – Office of the Town Manager

Memorandum: Proposed 90–120 Day Communication Plan – Rate Review, Budget Impact, and BAN-to-Bond Conversion

March 3, 2026

4. **Clear Distinction Between Planning and Authorization** – Reinforcing that capital tracking does not constitute spending approval.
5. **Structured Public Participation** – Culminating in a formal public hearing prior to any final decision.

The objective is to promote understanding and informed testimony.

III. Proposed Timeline (90–120 Days)

Phase 1 – Initial Overview (Weeks 1–3)

Objective: Establish context and explain process.

Actions:

- Launch a dedicated webpage, new section:
 - www.watertownct.org
 - Departments → Water & Sewer
 - New section: “Rate & Bonding Information Updates”
- Post a general overview explaining:
 - Enterprise fund structure
 - BAN to Bond conversion framework
 - Infrastructure and capital planning considerations
 - Frequently Asked Questions

WSA will confirm a **minimum monthly meeting schedule**, with additional meetings scheduled as needed.

Phase 2 – Technical Posting & Ongoing Updates (Weeks 4–8)

Objective: Provide supporting documentation and financial modeling transparency.

Actions:

- Post technical materials, including:
 - BAN structure and debt service projections
 - Multi-year financial scenarios
 - Capital planning summaries
- Accompany each technical posting with:
 - A plain-language summary
 - A “What This Means for Ratepayers” section

WSA meetings will continue monthly or more frequently if necessary. Summaries of key discussions will be posted online.

Phase 3 – Preliminary Rate Impact Discussion (Weeks 9–12)

Objective: Provide clarity regarding potential rate implications.

Actions:

- Post scenario comparisons illustrating possible approaches (e.g., stability-focused, accelerated debt reduction, hybrid approaches).
- Clarify statutory and governance authority related to rate setting.
- Continue plain-language summaries to accompany technical information.

Consider a workshop-style informational session which may be held if deemed appropriate. No final action would be taken during informational workshops.

Phase 4 – Formal Public Hearing (Weeks 12–16 if extended)

Objective: Provide structured opportunity for public testimony.

Actions:

- Schedule and publicly notice a formal public hearing.
- Provide advance access to all relevant documents.
- Accept testimony consistent with established meeting procedures.
- Deliberate and act consistent with legal authority and adopted policy.

If additional analysis is necessary, the review period may extend to 120 days.

IV. Direct Communication to Ratepayers

It is recommended that the WSA authorize a **direct mail notice** to all ratepayers early in the review period.

Purpose

To ensure all ratepayers are informed of:

- The ongoing review process
- Timeline and meeting schedule
- Where to access information
- How to participate

Content Overview (Plain Language)

The mailer would explain:

- The Authority is reviewing financial and capital planning information.
- No rate decision has been finalized.
- Monthly public meetings will occur during the review period.
- A dedicated website page is available for updates.
- A formal public hearing will occur prior to any final action.

The mailer will direct residents to:

www.watertownct.org

Departments → Water & Sewer

“Rate & Bonding Information Updates”

V. Website Communication Structure

The Water & Sewer webpage within the Town webpage will include:

1. Overview Summary (Plain Language)
2. Frequently Asked Questions
3. Technical Documents (with posting dates)
4. Meeting Materials and Agendas
5. Public Hearing Information

Each technical posting will include a brief explanatory summary to ensure accessibility.

VI. Role of the Water & Sewer Authority

During this review period, the Authority will:

- Meet monthly at minimum
- Schedule additional meetings as needed
- Review financial modeling and infrastructure planning
- Provide predictable updates

Town of Watertown – Office of the Town Manager

Memorandum: Proposed 90–120 Day Communication Plan – Rate Review, Budget Impact, and BAN-to-Bond Conversion

March 3, 2026

- Conduct a formal public hearing before any final rate decision

No final rate action will occur without:

- Public posting of relevant materials
- Adequate review period
- Opportunity for public testimony

VII. Integration with Capital Budget Messaging

Communications will reinforce that:

- Capital budgets are tracking tools, not automatic authorizations.
- Enterprise funds are self-supporting and do not rely on property taxes.
- Rate adjustments reflect actual service costs and infrastructure obligations.
- Long-term planning promotes stability and avoids abrupt financial impacts.

VIII. Conclusion

This 90–120-day communication framework is intended to support transparency, predictability, and informed civic participation as the Authority evaluates financial planning and potential rate implications.

The goal is not expediency, but clarity and responsible decision-making grounded in structure and public process.

If the Authority concurs, staff will proceed with implementation of Phase 1 communications and prepare the direct mail notice for review.

Subject: Water & Sewer Authority – Financial Review and Public Information Process

Dear Residents,

Over the past several months, there has been significant public discussion regarding matters involving the Watertown Water & Sewer Authority, including the *Waterbury v. Watertown* litigation and related financial considerations affecting the Town's water and sewer systems.

With those matters now substantially addressed, the focus moving forward is on responsible financial planning, infrastructure sustainability, and maintaining transparency in how the Town manages its water and sewer enterprise systems. As part of this effort, the Watertown Town Council has established a bipartisan committee to review existing policies and provide recommendations regarding governance, communications, and risk management practices associated with the Water & Sewer Authority. This review is intended to ensure that the Town's policies remain clear, consistent, and aligned with best practices as the Authority continues its work.

At the same time, the Water & Sewer Authority will be conducting a structured review of its financial conditions and long-term planning considerations. This process will include regular Authority meetings, public posting of financial materials, and plain-language explanations intended to help residents better understand how the water and sewer enterprise funds operate and how financial planning decisions are evaluated.

Water and sewer services operate as enterprise funds, meaning they are supported through system revenues rather than property taxes. As part of the current review, the Authority will be evaluating operational costs, wastewater treatment expenses, infrastructure investment needs, and long-term financing considerations.

To support transparency and access to information, a dedicated section has been added to the Town's website where residents can follow this process and review materials as they become available:

www.watertownct.org → Departments → Water & Sewer → Rate & Financial Planning Updates

Information posted there will include:

- Plain-language explanations of financial documents
- Technical exhibits and budget projections
- Meeting schedules and materials
- Frequently asked questions regarding rates and enterprise fund operations

In addition, the Town will periodically produce a **short informational newsletter summarizing key updates from the review process**. Printed copies of this newsletter will be available to the public at **Town Hall and the local libraries** so residents may easily access the information even if they do not regularly use the Town's website.

As the Authority works through this review, residents are encouraged to stay informed and attend meetings if they wish to follow the discussion. Any potential rate action would occur only after public review and a formally noticed public hearing.

The goal of this effort is to ensure that Watertown's water and sewer systems remain reliable, financially sustainable, and transparently managed for the benefit of the community.

Additional updates will be shared as information becomes available.

Sincerely,

Mark A. Raimo
Town Manager
Town of Watertown

FRONT SIDE

Watertown Water & Sewer Authority

Important Information for Ratepayers

Review of Rates, Infrastructure Planning & Bond Financing

The Watertown Water & Sewer Authority (WSA) has begun a structured review of financial planning and infrastructure needs related to:

- Water and sewer system operations
- Long-term infrastructure improvements
- Bond Anticipation Note (BAN) to Bond conversion
- Debt service planning and sustainability

At this time, **no final rate decision has been made.**

This review will occur over the next 90 days through regularly scheduled WSA meetings.

The purpose of this process is to ensure transparency, provide clear information to ratepayers, and allow for public participation before any action is taken.

BACK SIDE

How to Stay Informed

A dedicated webpage has been created to provide ongoing updates, including:

- Plain-language summaries
- Financial and technical documents
- Frequently Asked Questions
- Meeting dates and materials
- Public hearing information

Visit:

www.watertownct.org

Click **Departments** → **Water & Sewer**

Select **“Rate & Bonding Information Updates”**

What to Expect

- Monthly WSA meetings (at minimum)
- Public posting of financial information
- Explanation of potential rate impacts
- A formal public hearing before any final rate action

If additional analysis is needed, the review period may extend to ensure thorough evaluation.

Public Participation

Residents are encouraged to:

- Review posted materials
- Attend WSA meetings
- Provide testimony at the scheduled public hearing

All official actions are taken in public meetings and documented in meeting minutes and posted materials.

Town of Watertown Water & Sewer Authority Update



**Moving
Forward**



**What is
Happening
Now**



Funding

and more...



Contact Us

 info@watertownct.org

 860.945.5255

 www.watertownct.org

Moving Forward

WATER & SEWER FINANCIAL REVIEW

Over the past several months, there has been significant public discussion regarding matters involving the Watertown Water & Sewer Authority, including issues related to the Waterbury v. Watertown litigation and financial considerations affecting the Town's water and sewer systems.

With those matters now largely addressed, the Town is now focusing on:

- **Responsible financial planning**
- **Infrastructure sustainability**
- **Transparent public communication**



To support this effort, the Town Council has established a bipartisan committee to review policies and provide recommendations regarding governance and risk management associated with the Water & Sewer Authority.

What is Happening Now

Beginning **March 18, 2026**, the Water & Sewer Authority will begin a structured 90–120 day public financial review process.

This process will include:

- **Regular Water & Sewer Authority meetings**
- **Public posting of financial information**
- **Plain-language explanations of technical materials**
- **Opportunities for residents to review information and ask questions**
- **A formal public hearing before any final decision**

Important: No final rate decision has been made at this time.



How the Water & Sewer System is Funded

ENTERPRISE FUND STRUCTURE

PROPERTY TAXES Town Services

POLICE

FIRE

SCHOOLS

ROADS

ENTERPRISE FUND Water & Sewer System

FUNDED BY:

USER FEES

NOT FUNDED BY:

PROPERTY TAXES

SEPARATE

Key Point: Water and sewer services operate as an enterprise fund, meaning the system is self-supporting through user fees, not property taxes.

Revenue from water and sewer rates supports:

- System operations and maintenance
- Infrastructure repairs and upgrades
- Environmental and regulatory compliance
- Long-term capital investments
- Debt associated with major infrastructure projects



Why This Review is Important

Water and sewer infrastructure lasts for decades but must be maintained and periodically replaced.

The Authority is reviewing:

- **Operating costs and treatment expenses**
- **Infrastructure replacement needs**
- **Long-term financing and debt planning**
- **Capital investment priorities**

The goal is to ensure the system remains:

- ✓ **Reliable**
- ✓ **Financially sustainable**
- ✓ **Responsibly managed for the long term**



Timeline of the Review Process

March 18,
2026

PROCESS BEGINS

WSA financial review
framework Introduced

April
2026

INFORMATION RELEASED

Website materials and
public updates posted

May-June
2026

PUBLIC DISCUSSION

Financial analysis and
scenario discussions

July
2026

PUBLIC HEARING

Residents may provide
testimony before
any decision

August
2026

ADDITIONAL REVIEW

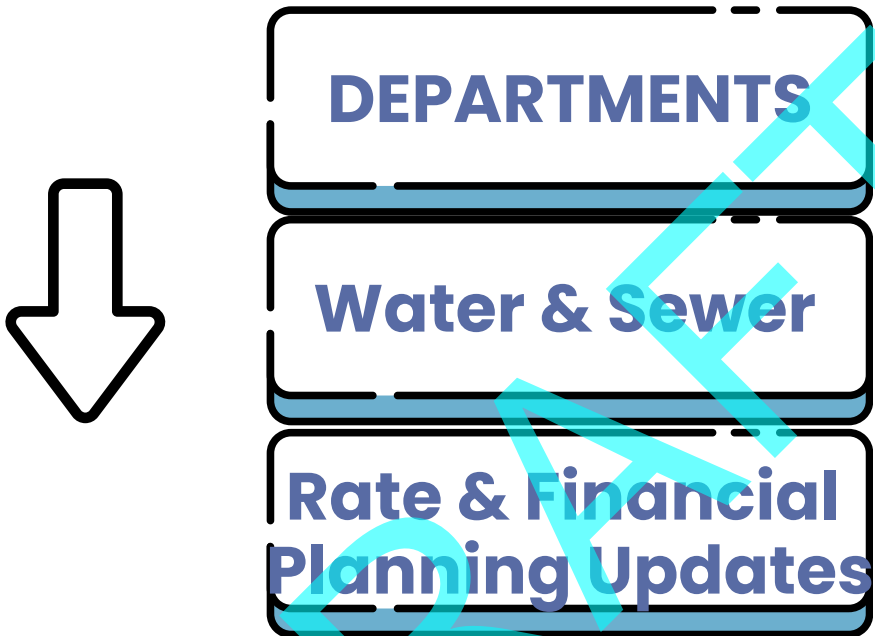
Extension period if further
analysis is required

IF NEEDED



Follow the Process Online

Residents can review materials and updates at:
www.watertownct.org



Online materials include:

- Plain-language summaries
- Technical financial exhibits
- Meeting schedules and materials
- Frequently asked questions
- Public hearing information



What Happens Next

Over the coming months:

- **Financial information will be posted publicly**
- **The Water & Sewer Authority will review the materials in meetings**
- **Residents may attend meetings and review documents**
- **A formal public hearing will occur before any rate decision**

Public participation is encouraged throughout the process.

Our Commitment

The Town of Watertown remains committed to:

- **Transparent financial planning**
- **Responsible infrastructure investment**
- **Clear communication with residents**
- **Long-term sustainability of the water and sewer systems**



Additional updates will be shared as the review process continues.



The logo for the Town of Watertown Water & Sewer Authority is a circular emblem. It features a stylized town skyline with a church steeple and a factory with smokestacks. Below the skyline is a banner with the text 'Working for you'. The year '1780' is positioned at the bottom of the emblem. The entire logo is rendered in a light blue, semi-transparent style.

**Town of Watertown
Water & Sewer Authority**

**For Updates Visit:
www.watertownct.org**

Working for you

TOWN OF WATERTOWN

WATER & SEWER AUTHORITY

MEMORANDUM

To: Members, Watertown Water & Sewer Authority

From: Mark A. Raimo, Town Manager

Date: March 9, 2026

Subject: Conceptual Financial Approaches and Evaluation Framework for Long-Term Debt and Rate Planning

I. Purpose

The purpose of this memorandum is to assist the Authority in beginning policy discussions regarding how to address long-term financial obligations associated with converting the current Bond Anticipation Note (BAN) into long-term financing.

When municipal utilities face significant financial obligations, they typically evaluate several possible approaches. Each reflects a different balance between:

- Rate stability for customers
- Debt management and borrowing costs
- Long-term financial stability of the system
- Risk management and financial flexibility

The approaches described below are **not recommendations**, but conceptual policy models intended to support discussion among Authority members.

II. Conceptual Financial Approaches for Consideration

The following approaches illustrate different ways a municipal utility authority might address long-term debt and potential rate impacts.

1. Rate Stability First (Smoothing Approach)

This approach prioritizes maintaining predictable and gradual rate adjustments over time.

Key characteristics

- Conversion of the existing BAN to long-term bonding at maturity
- One-time financial resources used partly for principal reduction and partly to smooth annual debt service
- Potential recoveries placed in a restricted account to offset future debt service

Underlying value

Emphasizes intergenerational fairness and avoids abrupt or disruptive rate increases.

Tradeoff

Total interest paid over the life of the bond may be higher than under strategies that prioritize immediate debt reduction.

2. Debt Reduction First (Balance-Sheet Approach)

This approach prioritizes minimizing long-term borrowing.

Key characteristics

- One-time financial resources and recoveries applied primarily to principal reduction
- Bonds issued only for the remaining balance
- Rates address operational needs while borrowing costs are reduced

Underlying value

Strengthens the Authority's balance sheet and reduces lifetime borrowing costs.

Tradeoff

If recoveries are delayed or uncertain, temporary financing or other short-term measures may be required.

3. Hybrid Approach (Shared Benefit)

This approach combines elements of rate stabilization and debt reduction.

Key characteristics

- A portion of one-time resources reduces the amount bonded
- A portion is reserved to moderate rate impacts over several years
- Potential recoveries allocated between debt reduction and rate stabilization

Underlying value

Balances fiscal prudence with sensitivity to ratepayer impacts.

Tradeoff

Future boards must clearly understand the rationale behind the allocation of funds.

4. Wait-and-See Approach (Re-BAN for One Year)

Under this scenario, the Authority postpones conversion to long-term bonding.

Key characteristics

- The current BAN is refinanced for an additional year
- One-time resources remain invested
- Additional time is available to better understand potential recoveries

Underlying value

Provides flexibility while uncertainty remains.

Tradeoff

Deferring bonding may expose the Authority to interest-rate fluctuations.

5. Ratepayer-First Approach (Maximum Buydown)

This option prioritizes minimizing future rate increases for current customers.

Key characteristics

- Most one-time resources reduce the amount bonded
- A smaller portion cushions near-term rate impacts
- Potential recoveries directed primarily toward additional debt reduction

Underlying value

Provides visible long-term benefit to ratepayers.

Tradeoff

Fewer resources remain available for future contingencies.

6. Reserve-Building Approach (Most Conservative Posture)

Under this model, one-time resources are treated primarily as long-term financial reserves.

Key characteristics

- The Authority bonds the full or near-full required amount
- One-time resources preserved as reserves or stabilization funds
- Rates fully support ongoing debt service obligations

Underlying value

Prioritizes financial security and institutional stability.

Tradeoff

Customers may experience higher near-term rate impacts.

DRAFT 3-11-26

Profit/Loss Overview

<u>Income</u>	July	August	September	October	November	December	January	February	March	April	May	June
Cash	\$ 21,020.18	\$ 18,143.55	\$ 22,171.18	\$ 31,695.53	\$ 18,491.12	\$ 16,609.35	\$ 22,438.00	\$ 26,798.48				
Check	\$ 301,442.41	\$ 229,993.93	\$ 319,224.49	\$ 342,925.69	\$ 319,138.43	\$ 306,792.42	\$ 462,977.79	\$ 534,968.42				
Electronic	\$ 101,734.56	\$ 86,695.74	\$ 135,620.51	\$ 125,235.66	\$ 98,083.87	\$ 105,781.85	\$ 209,405.22	\$ 129,482.28				
Return/Reversal			\$ (1,554.11)				\$ (2,449.45)	\$ (522.79)				
Total Income	\$ 424,197.15	\$ 334,833.22	\$ 475,462.07	\$ 499,856.88	\$ 435,713.42	\$ 429,183.62	\$ 692,371.56	\$ 690,726.39				

<u>Revenue Break out</u>	July	August	September	October	November	December	January	February	March	April	May	June	Totals
Water (Fund-017)	\$ 166,186.89	\$ 115,262.12	\$ 160,356.01	\$ 184,692.34	\$ 143,410.11	\$ 147,739.78	\$ 402,766.93	\$ 214,055.28					\$ 1,534,469.46
Sewer (Fund -015)	\$ 258,010.26	\$ 219,571.10	\$ 315,106.06	\$ 315,164.54	\$ 292,303.31	\$ 281,443.84	\$ 289,604.63	\$ 476,671.11					\$ 2,447,874.85
Total	\$ 424,197.15	\$ 334,833.22	\$ 475,462.07	\$ 499,856.88	\$ 435,713.42	\$ 429,183.62	\$ 692,371.56	\$ 690,726.39					\$ 3,982,344.31

<u>Expenses</u>	Budget	July	August	September	October	November	December	January	February	March	April	May	June	YTD	Budget Balance
15 Sewer	\$ 3,178,036.00	\$ 28,540.74	\$ 39,143.40	\$ 279,367.50	\$ 271,148.96	\$ 55,817.90	\$ 274,392.06	\$ 267,872.49	\$ 312,183.80					\$ 1,528,466.85	\$ 1,649,569.15
16 Sewer	\$ 523,169.48	\$ 19,413.30	\$ -	\$ 2,666.20	\$ 2,934.38	\$ 2,965.33	\$ 25,669.48	\$ 3,129.29	\$ 2,003.10					\$ 58,781.08	\$ 464,388.40
17 Water	\$ 3,044,156.00	\$ 30,339.72	\$ 47,243.93	\$ 273,445.87	\$ 256,576.15	\$ 91,972.21	\$ 193,895.08	\$ 179,636.16	\$ 175,634.51					\$ 1,248,743.63	\$ 1,795,412.37
18 Water	\$ 743,169.48	\$ 19,413.30	\$ 2,567.06	\$ 146.20	\$ 48,796.37	\$ 10,798.93	\$ 36,118.01	\$ 3,129.30	\$ 2,198.07					\$ 123,167.24	\$ 620,002.24
Total Expenses	\$ 7,488,530.96	\$ 97,707.06	\$ 88,954.39	\$ 555,625.77	\$ 579,455.86	\$ 161,554.37	\$ 530,074.63	\$ 453,767.24	\$ 492,019.48					\$ 2,959,158.80	\$ 4,529,372.16

<u>Monthly Net Postitions</u>	July	August	September	October	November	December	January	February	March	April	May	June	Net Totals
Water Net Postion (Funds 17& 18)	\$116,433.87	\$65,451.13	(\$113,236.06)	(\$120,680.18)	\$40,638.97	(\$82,273.31)	\$220,001.47	\$36,222.70	\$0.00	\$0.00	\$0.00	\$0.00	\$162,558.59
Sewer Net Postion (Funds 15 & 16)	\$210,056.22	\$180,427.70	\$33,072.36	\$41,081.20	\$233,520.08	(\$18,617.70)	\$18,602.85	\$162,484.21	\$0.00	\$0.00	\$0.00	\$0.00	\$860,626.92
TOTAL Net Position Each Month	\$326,490.09	\$245,878.83	(\$80,163.70)	(\$79,598.98)	\$274,159.05	(\$100,891.01)	\$238,604.32	\$198,706.91	\$0.00	\$0.00	\$0.00	\$0.00	\$1,023,185.51

Notes:

- Sewer Rev includes WFD Unico
- Revenue #'s out of CUSI
- Expense # out of Tyler

P&L Disclosure Note:

The financial figures presented in this Profit and Loss statement reflect **moving balances** based on transactions recorded as of the **date and time of preparation**. These amounts are **subject to change** as additional revenues, expenditures, adjustments, or reconciliations are processed. Accordingly, the figures should be interpreted as **point-in-time information** and not as final or audited results.

Exhibit A

(Insert Section Break – Landscape Page)

Conceptual Financial Approaches – Policy Comparison and Discussion Matrix

Approach	Primary Policy Focus	Near-Term Rate Impact	Long-Term Borrowing Cost	Financial Flexibility	Key Consideration	Authority Discussion / Direction
Rate Stability First	Gradual rate adjustments	Lower near-term increases	Potentially higher total interest	Moderate	Stable customer rates	
Debt Reduction First	Reduce borrowing	Higher near-term adjustments	Lower lifetime cost	Moderate	Stronger balance sheet	
Hybrid Approach	Balance stability & debt	Moderate adjustments	Moderate borrowing cost	Moderate-High	Balanced policy approach	
Wait-and-See	Preserve flexibility	Minimal immediate change	Dependent on future rates	High	Additional evaluation time	
Ratepayer-First	Reduce future debt burden	Moderate stability	Lower long-term cost	Low-Moderate	Visible benefit to ratepayers	
Reserve-Building	Financial security	Higher near-term impacts	Moderate borrowing cost	High	Strong financial reserves	

III. Evaluation Framework

When reviewing financial options, municipal utilities typically evaluate each approach using several common policy questions to ensure decisions reflect long-term sustainability.

Key Evaluation Questions

1. How will this affect rates in the near term?

Some strategies emphasize immediate rate stability, while others reduce long-term costs.

2. What are the long-term costs?

Different strategies affect total borrowing and interest paid.

3. Does this strengthen the financial position of the system?

This includes reducing debt levels or building reserves.

4. How flexible is the approach?

Some strategies allow adjustments as conditions change.

5. Is the approach fair to current and future ratepayers?

Infrastructure investments often last decades.

6. What level of financial risk does the option involve?

Each option carries different levels of financial and timing risk.

IV. Questions for Initial Authority Discussion

1. What is the Authority's primary policy priority?

- Rate stability
- Long-term debt reduction
- Reserve building
- Maintaining flexibility
- A balanced combination

2. How should one-time financial resources be used?

- Reduce total debt
- Stabilize rates
- Build reserves
- Combination of uses

3. What level of rate volatility is acceptable?

- Larger increase now to reduce long-term costs
 - Smaller phased increases over time
-

4. How important is timing certainty before issuing long-term debt?

- Bond sooner for predictability
 - Delay bonding for additional information
-

V. Closing

The conceptual approaches outlined in this memorandum are intended to frame policy discussion before detailed financial modeling is developed.

Each option represents a different balance between:

- Ratepayer impacts
- Long-term borrowing costs
- Financial risk management
- Institutional financial stability

As the Authority provides policy direction, staff can prepare detailed financial projections illustrating how each approach may affect:

- Utility rates
- Debt service obligations
- Long-term sustainability of the enterprise funds.

Executive Summary
Watertown Water & Sewer Authority
FY 2025–2026 Operations – Profit/Loss Overview (Through February 28, 2026)

The attached financial summary provides a year-to-date overview of revenues and expenses for the Watertown Water & Sewer Authority enterprise operations, including **Sewer Funds 015 and 016 and Water Funds 017 and 018**. While the document file was updated on **March 11, 2026**, the financial data reflects activity **through February 28, 2026**. The reporting period therefore corresponds to the February month-end financials to ensure consistency with the Profit and Loss statements generated from the Town’s financial system.

Overall Financial Position

As of **February 28, 2026**, the Water & Sewer Authority enterprise system remains financially stable and is operating with a positive year-to-date position.

- **Total Revenues (Water and Sewer):** approximately **\$3,982,344**
- **Total Operating Expenses:** approximately **\$2,959,159**
- **Net Operating Position:** approximately **\$1,023,185 surplus**

This positive margin reflects the balance between system revenues and operational expenditures through the February reporting period a specific point in time.

Revenue Overview

Revenue for the enterprise funds is generated primarily through system charges and user fees and is divided between the two major utility services:

- **Water Operations (Fund 017):** approximately **\$1,534,469**
- **Sewer Operations (Fund 015):** approximately **\$2,447,875**
- **Combined Revenue:** approximately **\$3.98 million**

These revenues are derived primarily from **user fees and service charges**, rather than property taxes, consistent with the enterprise fund structure governing municipal water and sewer utilities.

Expense Overview

Operating expenditures across the utility funds total approximately **\$2.96 million year-to-date** and include:

- Sewer operational expenses (**Funds 015 and 016**)
- Water operational expenses (**Funds 017 and 018**)
- System maintenance, utilities, treatment costs, and administrative expenses

The budget framework anticipates approximately **\$4.53 million in total annual operating expenses**, leaving the remaining balance available for operations during the remainder of the fiscal year.

Supporting Financial Documentation

Supporting documentation for the February reporting period has been prepared and are being verified. The those files contain:

- **February revenue backup**, including Fund **015 and 017 reports from Tyler** and corresponding reports from the **billing software system**.
- **February expense reports** from Tyler for **Funds 015 and 017**.
- A **revenue correction document** identifying adjustments to be made to certain revenue entries. Finance will be completing the necessary **journal entries**, after which future financial reports generated from Tyler will reflect these corrections.

Operational Observations

- The enterprise funds are currently **operating within budgeted parameters**.
- Sewer revenues represent the **larger share of system income**, reflecting wastewater treatment costs and regional service obligations.
- Water and sewer expenditures remain **consistent with projected operational spending** for this stage of the fiscal year.
- Monthly financial positions may fluctuate due to billing cycles and operational timing, but the year-to-date position remains positive.

Conclusion

Based on the current financial data, the Watertown Water & Sewer Authority enterprise operations are performing **within expected financial ranges for FY 2025–2026**. Revenues continue to support operational costs while maintaining a positive year-to-date operating position.

The Authority will continue monitoring financial performance as it evaluates **long-term financial planning, infrastructure investment needs, and debt obligations**, including the upcoming **conversion of the Bond Anticipation Note (BAN) to long-term financing and related rate planning considerations**.

Watertown Water and Sewer Authority

Risk Register

FY 2026/2027 – BAN Interest and Bond Conversion

Purpose: Internal risk tracking and mitigation management

Status: Working document – to be updated regularly

Reporting Frequency: Quarterly (minimum), monthly during Q2–Q4 FY 26/27

Risk Register

Risk ID	Risk Description	Risk Category	Likelihood	Impact	Risk Rating	Mitigation Actions	Responsible Owner	Monitoring / Notes
R-01	BAN interest payment due October 2026 exceeds available cash flow	Financial / Debt	Medium	High	High	<ul style="list-style-type: none"> • Confirm final interest calculation early • Identify multiple funding sources (budget, reserves, surplus) • Avoid reliance on single offset 	Finance Director / WSA Treasurer	Interest identified as fixed
R-02	Bond conversion occurs at higher-than-anticipated interest rates	Financial / Market	Medium	Medium	Medium	<ul style="list-style-type: none"> • Monitor bond market conditions • Reduce principal prior to issuance where possible • Maintain flexibility on timing 	Finance Director	Market review prior to issuance
R-03	Insufficient surplus or unused operating funds available for debt reduction	Financial / Budget	Medium	Medium	Medium	<ul style="list-style-type: none"> • Implement temporary budget restraint • Track discretionary spending monthly • Require approval for nonessential expenses 	TM-Superintendent / WSA Chair	Monthly budget variance review
R-04	Overuse of reserves reduces liquidity below prudent levels	Financial / Liquidity	Low–Medium	High	Medium	<ul style="list-style-type: none"> • Establish minimum reserve threshold • Limit reserve use to one-time obligations • Require Board approval for reserve drawdowns 	Finance Director	Reserve balance reported quarterly
R-05	Delay or non-payment of amounts owed by Watertown Fire District	Intergovernmental	Medium–High	Medium	Medium–High	<ul style="list-style-type: none"> • Exclude anticipated payments from base budget • Track receivable status formally • Apply funds only upon receipt 	Superintendent / Legal Counsel	Status update each quarter
R-06	Litigation recovery does not materialize or is delayed beyond bond issuance	Legal / Financial	Medium	Medium	Medium	<ul style="list-style-type: none"> • Do not assume recovery in planning • Treat recovery as one-time offset if received 	Legal Counsel / Finance Director	Legal status briefings as needed
R-07	Rate adjustments required but delayed	Revenue / Policy	Medium	Medium	Medium	<ul style="list-style-type: none"> • Model rate impacts early • Discuss incremental adjustments • Clearly separate debt-related costs 	Superintendent / WSA Authority	Rate review schedule
R-08	Lack of formal policy direction during debt transition year	Governance	Low–Medium	Medium	Medium	<ul style="list-style-type: none"> • Adopt debt transition year designation • Document funding strategy and controls 	WSA Authority	Policy adoption tracked

Risk ID	Risk Description	Risk Category	Likelihood	Impact	Risk Rating	Mitigation Actions	Responsible Owner	Monitoring / Notes
R-09	Inadequate documentation of debt-related decisions	Governance / Compliance	Low	Medium	Low-Medium	<ul style="list-style-type: none"> • Maintain written resolutions and memos • Centralize documentation for audit/FOIA 	Superintendent	Annual documentation review
R-10	Communication gaps lead to stakeholder confusion or mistrust	Reputational	Low-Medium	Medium	Medium	<ul style="list-style-type: none"> • Develop clear internal and external messaging • Separate technical and public communications 	Superintendent / WSA	As-needed updates

DRAFT



TOWN OF WATERTOWN CONNECTICUT

OFFICE OF THE TOWN MANAGER

Watertown Town Hall • 61 Echo Lake Road • Watertown, CT 06795


Tel: 860.945.5255 • Fax: 860.945.4974 • www.watertownct.org

WSA Ratepayer Communications *
Related Resident Inquiry for Council
Info.

Town Council
Regular Meeting 03/16/2026
INFO

MEMORANDUM

To: Watertown Town Council

From: Mark A. Raimo, Town Manager 

Date: March 11, 2026

Re: WSA Ratepayer Communications and Related Resident Inquiry
For Council Information

Purpose

Consistent with the Town Manager's responsibility to keep the Council informed of significant administrative matters, this memorandum provides context regarding recent communications between Water & Sewer Authority (WSA) staff and a ratepayer and addresses a complaint submitted by Ms. Katherine Camara concerning that interaction.

Because the complaint references actions taken by the Town Manager, the information below is provided so that the Council has a complete factual record of the interaction, the steps taken by staff and management in response, and the broader administrative context in which the communication occurred.

Executive Summary

WSA staff responded to a ratepayer inquiry regarding water rate classifications appearing on a utility bill. Additional clarification was subsequently provided directly by the Town Manager to ensure that the rate information was clearly explained.

The complaint submitted to the Council relates to that exchange and also references unrelated matters. This memorandum provides the Council with the relevant background, the management actions taken in response to the inquiry, and the broader communication efforts underway to assist ratepayers seeking information about recent WSA rate adjustments.

To ensure transparency, the correspondence and documents referenced in this memorandum are included with the attached exhibits so that the Council may review the complete record associated with the interaction.

Background

On February 9, 2026, Ms. Camara emailed the WSA customer service address with questions regarding two water rate line items appearing on her bill: **\$4.59 and \$9.84**.

On February 18, WSA staff responded explaining that the two figures correspond to separate public water supply identifiers associated with different rate classifications.

Ms. Camara also asked whether the rates reflected Waterbury's wholesale charges plus an additional percentage applied by Watertown. That question did not include sufficient context to determine the basis of the assumption reflected in the inquiry.

Later that same day, I provided a direct response to Ms. Camara to ensure that the rate information was clearly explained. In that response I clarified that:

- The **\$4.59 rate** applies to her service location
- The **\$9.84 rate** reflects a separate classification associated with a different public water supply
- WSA retail rates are established by the Authority and are **not simply the City of Waterbury's wholesale rate plus a fixed percentage**

Record of Complete Correspondence

The complaint submitted to the Council includes selected portions of the correspondence associated with this exchange but does not include the subsequent emails in which the rate classifications and related billing information were further clarified.

The complete exchange reflects that the customer service questions raised in the initial inquiry were addressed and that the information ultimately provided was understood.

For clarity and transparency, the full sequence of correspondence between Ms. Camara and the Town Manager is included in the attached exhibits so that the Council may review the interaction in its entirety.

Communication with Ratepayers

In the month of February, a roundtable meeting was held, staff and management coordinated responses to anticipated questions related to WSA rate adjustments. As part of that effort, staff prepared a set of **frequently asked questions and standardized responses** so employees could provide clear and consistent information to residents. In addition, staff and management have committed, publicly, to further communication efforts.

These materials were developed specifically to assist employees responding to inquiries and to improve clarity for ratepayers seeking information about rate adjustments and the Authority's financial planning.

This effort reflects a proactive approach to maintaining clear communication with residents during a period when many ratepayers are seeking additional information regarding WSA rates.

Staff Interaction

During the exchange referenced in the complaint, the employee who initially responded informed management that she was uncomfortable continuing the email conversation.

When an employee raises such concerns, it is appropriate for supervisory staff to step in and manage the communication. My involvement was limited to ensuring that the matter was handled appropriately and that the requested information was ultimately provided to the resident.

Context of Ongoing Communications

As part of providing context for the interaction referenced in the complaint, it is relevant that Ms. Camara frequently comments on Town matters at Town Council and commission meetings, in editorials, and on social media platforms. The Town recognizes and respects that residents have the right to raise questions and express views regarding municipal operations.

In some instances, Town employees have been referenced in these communications based on conclusions drawn from partial or incomplete information. When questions or statements arise regarding Town operations, staff may need to review records and provide clarification to ensure that the public record accurately reflects the underlying facts.

As a result, some employees have reported concern that certain public statements are perceived as personal or accusatory, which has, at times, contributed to a degree of apprehension among

staff when interacting with her. In some cases, these situations have required additional time and effort by staff to review records and provide clarification in order to ensure that the public record remains accurate.

When such concerns arise, supervisory staff may step in to manage communications to ensure that responses remain professional, accurate, and consistent. In several instances where questions or concerns have been raised regarding Town operations, staff have found it necessary to review the full record of communications in order to clarify statements or conclusions based on partial excerpts of documents or correspondence. Providing the complete documentation allows the relevant information to be evaluated in its proper context.

A review of the correspondence associated with the rate inquiry confirmed that staff responded to the inquiry, that additional clarification was subsequently provided, and that the information ultimately delivered was accurate. That review did not identify any evidence of improper conduct by Town employees.

Freedom of Information Reference Included in Complaint

Ms. Camara's submission also references a prior matter before the Connecticut Freedom of Information Commission and includes a small portion of the Commission's decision related to a separate records request.

As reflected in the Town's CRM system, on **January 26, 2025**, Ms. Camara noted that certain documents referenced in earlier correspondence had not yet been provided and stated in part:

"Please send me this week to avoid the need for filing a complaint with the Freedom of Information Commission."

Following that communication, staff conducted an additional review and on **January 29, 2025** provided the documents that had been located. Ms. Camara subsequently filed a complaint with the Freedom of Information Commission.

The Commission decision attached to her submission relates to an earlier request involving documents associated with a consulting agreement. During the response process, certain records referenced within an email were initially overlooked because they were contained within embedded links rather than attached files.

Once identified, those documents were located and provided to the requester within approximately three days.

In its decision, the *Commission found that the Town had produced nearly all responsive records and determined that the remaining documents had been inadvertently overlooked during the initial search process.* The Commission further concluded that the *respondents did not act in bad faith or in a manner intended to deliberately frustrate access to public records.* The commission further found that *once the respondents realized the specific records the complainant was seeking (in both her November 15 and January 26 requests), they provided such records quickly and without undue delay. No civil penalty was imposed.*

Administrative Considerations

Responding to resident questions is an important function of municipal government, and Town staff make every reasonable effort to provide helpful and accurate information.

At the same time, municipalities must balance responsiveness with the responsible use of staff time and public resources. Most inquiries can be addressed through straightforward explanations or by directing residents to publicly available information.

In some circumstances, however, inquiries may expand into extended exchanges requiring repeated follow-up responses and additional administrative coordination across multiple departments. When this occurs, supervisors must manage those communications in a way that maintains professionalism while ensuring that staff remain able to carry out their broader responsibilities serving the community.

It is also relevant that the complainant has indicated that this matter should be considered as part of the Town Manager's annual evaluation. Because of that stated intent, it is appropriate that the Council have a complete and accurate account of the interaction referenced in the complaint.

Management Actions

In response to the circumstances described above:

- Staff were provided with prepared guidance and frequently asked questions to assist in responding to WSA ratepayer inquiries.
- Supervisory oversight was provided when an employee expressed discomfort continuing an exchange.
- Direct clarification was provided to the resident regarding the rate structure.
- Staff communications regarding ratepayer inquiries were coordinated to ensure consistent information across departments.

Conclusion

Town staff responded to the rate inquiry and provided clarification regarding the billing information referenced in the complaint. Additional explanation was subsequently provided to ensure the resident received a complete and accurate explanation of the rate classifications.

The correspondence and records associated with the exchange were reviewed to confirm the sequence of events described above. That review indicates that the residents' inquiry was answered and that the information ultimately provided was accurate.

Because the complaint references actions taken by the Town Manager, this memorandum is provided so that the Council has a complete administrative record of the interaction and may determine whether any further review or action is warranted.

At the same time, it is important that Town employees are able to carry out their responsibilities serving the community in a professional environment where routine administrative communications can occur without undue concern regarding personal criticism or mischaracterization of their actions. Ensuring that staff are supported while maintaining transparency and responsiveness to residents is an important part of effective municipal administration.

Exhibits

Exhibit A

Email Correspondence – WSA Rate Inquiry (February 2026)

Exhibit B

WSA Ratepayer Frequently Asked Questions and Staff Guidance

Exhibit C

Connecticut Freedom of Information Commission Decision
Docket FIC 2025-0077

Katherine Camara
31 Cottage Place
Oakville, CT 06779
ctgadflygirl@gmail.com

SENT VIA EMAIL ONLY

March 6, 2026

Watertown Town Council
61 Echo Lake Road
Watertown, CT 06796

Re: Complaint against Town Manager Mark Raimo

Dear Council Members,

This formal complaint is being filed against Town Manager Mark Raimo. Mark Raimo gave inappropriate instructions to WSA employee Michele Cyr, who is listed as a "Customer Service" representative for the WSA.

Attached is an email conversation I had with WSA Customer Service. I subsequently learned that the respondent was Michele Cyr through the additional emails provided.

On 2/9/26 I emailed WSA Customer Service with several questions. Not until 2/18/26 did Ms. Cyr provide me with a vague answer to my first question about the \$4.59 and \$9.84 rates. She did not tell me that the \$9.84 rate was for Westgate as she had advised Jerry Lukowski and Mark Raimo. Upon receiving her response, I asked her to respond to the rest of my questions.

On 2/18/26 at 13:28, Ms. Cyr emailed Mark Raimo and Jerry Lukowski and said "I completed responding **per our meeting** and I am uncomfortable responding to Ms. Camara any further" (emphasis added). She responded to me, "We will not be responding to any further questions." No reason was given as to why Customer Service would not respond to customer questions. I did not ask additional questions, I just asked her to respond to the questions in my original February 9, 2026 email.

I reported the treatment I received from WSA Customer Service at the February 18, 2026 WSA meeting. When addressing Ms. Cyr's dismissive response, Mr. Raimo said that the employee took him literally. Apparently Mr. Raimo told Ms. Cyr how to reply to me, resulting in WSA Customer Service telling a ratepayer that they would ignore her questions. This was an

unacceptable instruction to an employee, especially one whose job is customer service. It is even more concerning that this occurred in a department that will receive numerous ratepayer questions due to the great harm caused them by the Town.

Mr. Raimo subsequently provided me with the requested information. It was a simple answer that Ms. Cyr could have provided on February 9. (See a referenced document on the website "Water and Sewer Rates".)

The issue was likely complicated by Mr. Raimo's requirement that every employee tell him about every communication they receive from me. (See the memorandum of January 4, 2021 Mr. Raimo sent to all department heads.) When the State of Connecticut investigated the requirement in this memorandum, Mr. Raimo convinced them that he was only trying to help me with Freedom of Information requests. This was clearly not true, as time has proven that Mr. Raimo has not been receptive to my FOI requests. (See attached Freedom of Information Commission decision from January 20, 2026.)

As the WSA questions that will come from ratepayers will likely increase, Mr. Raimo needs to be trained in customer service so he can properly instruct WSA employees. This action should be considered as part of his performance evaluation.

Respectfully submitted,

Katherine Camara

Katherine Camara

Michele Cyr

From: Michele Cyr
Sent: Wednesday, February 18, 2026 13:28
To: Mark Raimo; Gerald Lukowski
Subject: FW: Rate increase questions

Hi Mark and Jerry,

See below. I completed responding per our meeting and I am uncomfortable responding to Ms. Camara any further.

From: Katherine Camara <ctgadflygirl@gmail.com>
Sent: Wednesday, February 18, 2026 1:22 PM
To: WSA-info <wsa-info@watertownct.org>
Subject: Re: Rate increase questions

Excuse me?

Can you tell me why you will not explain a rate increase to a customer?

On Wed, Feb 18, 2026, 1:19 PM WSA-info <wsa-info@watertownct.org> wrote:

We will not be responding to any further questions.

Respectfully,

WSA

From: Katherine Camara <ctgadflygirl@gmail.com>
Sent: Wednesday, February 18, 2026 12:41 PM
To: WSA-info <wsa-info@watertownct.org>
Subject: Re: Rate increase questions

Could you please answer all my questions now?

Thank you!

On Wed, Feb 18, 2026, 12:18 PM WSA-info <wsa-info@watertownct.org> wrote:

Good afternoon,

The two categories refer to two separate public water supplies:

- PWS ID #CT1539031 – \$9.84 rate

- PWS ID #CT1530021 – \$4.59 rate

Best,

Watertown Water & Sewer Authority

From: Katherine Camara <ctgadflygirl@gmail.com>
Sent: Monday, February 9, 2026 9:43 AM
To: WSA-info <wsa-info@watertownct.org>
Subject: Rate increase questions

Good morning,

I have a few questions on my recent bill.

Under Water Use Rates there are now 2 categories

CT 1530021 \$4.59

CT 1539031 \$9.84

I am \$4.59, but I would like to know what the 2 categories are since I never saw 2 before.

Also, are these new rates what Waterbury is currently charging plus 18% that Watertown added on? That is what I understood was going to happen.

Thank you.

Katherine Camara

Mark Raimo

From: Michele Cyr
Sent: Wednesday, February 18, 2026 2:17 PM
To: Mark Raimo; Gerald Lukowski
Subject: RE: Rate increase questions

West Gate customers.

It was all part of the public hearing for the rate increases, etc.

I am on a scheduled call at the moment with Edmunds. I will send an update to you and Jerry for the meeting tonight.

From: Mark Raimo <raimo@watertownct.org>
Sent: Wednesday, February 18, 2026 2:06 PM
To: Michele Cyr <Cyr@watertownct.org>; Gerald Lukowski <Lukowski@watertownct.org>
Subject: RE: Rate increase questions

Michele,

What is the \$9.84 rate for?

From: Michele Cyr <Cyr@watertownct.org>
Sent: Wednesday, February 18, 2026 1:28 PM
To: Mark Raimo <raimo@watertownct.org>; Gerald Lukowski <Lukowski@watertownct.org>
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Thank you.

Katherine Camara

Mark Raimo

From: Mark Raimo
Sent: Wednesday, February 18, 2026 2:19 PM
To: Michele Cyr; Gerald Lukowski
Subject: RE: Rate increase questions

Understood, that's what I thought.

I will respond.

TY

From: Michele Cyr <Cyr@watertownct.org>
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To: Mark Raimo <raimo@watertownct.org>; Gerald Lukowski <Lukowski@watertownct.org>
Subject: RE: Rate increase questions

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Also, are these new rates what Waterbury is currently charging plus 18% that Watertown added on? That is what I understood was going to happen.

Thank you.

Katherine Camara

22. Accordingly, based on the facts and circumstances of this case, the respondents' violation was not without reasonable grounds and a civil penalty is not warranted.

The following order is hereby recommended on the basis of the record concerning the above-captioned complaint:

1. Henceforth, the respondents shall strictly comply with the disclosure provisions of §§1-210(a) and 1-212(a), G.S.

/s/ Nicholas A. Smarra
Nicholas A. Smarra
as Hearing Officer

FIC2025-0077/HOR/NAS/

***This was a decision of the Freedom of Information Commission dated January 20, 2026**

The respondents are Mark Raimo, Town Manager of the Town of Watertown and

The Town of Watertown.

Mark Raimo

From: Mark Raimo
Sent: Wednesday, February 18, 2026 5:20 PM
To: Katherine Camara
Cc: WSA-info; Gerald Lukowski
Subject: RE: Rate increase questions
Attachments: WSA_WTBY_WFD_Sample_Bill_Water_Sewer_Informational_Packet_rev_09-09-2025.pdf

My final response is/ attachment

Good evening,

You may view that information on the Town's website under **Water and Sewer** → **Water and Sewer Rates**. A copy is also attached for your convenience.

Mark A. Raimo
 Town Manager
 Town of Watertown
 61 Echo Lake Rd
 Watertown, CT 06795
 (860) 945-5255

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

From: Katherine Camara <ctgadflygirl@gmail.com>
Sent: Wednesday, February 18, 2026 4:02 PM
To: Mark Raimo <raimo@watertownct.org>
Cc: WSA-info <wsa-info@watertownct.org>; Gerald Lukowski <Lukowski@watertownct.org>
Subject: Re: Rate increase questions

CAMARA reply

This was not meant to be technical - what is the rate Waterbury is now charging for water and for sewer - can I get those numbers?

Thank you.

On Wed, Feb 18, 2026, 3:07 PM Mark Raimo <raimo@watertownct.org> wrote:

TM 1st direct Response

Ms. Camara,

Thank you for your question. I appreciate the opportunity to clarify the information shown on your recent water bill.

Under the “Water Use Rates” section, the two-line items you are seeing—CT 1530021 (\$4.59) and CT 1539031 (\$9.84)—reflect two distinct water rates that have been established by the Watertown Water and Sewer Authority (WSA). These are not new categories created for individual customers but rather represent different rate classifications that apply based on the specific location and characteristics of service.

Your account is billed under CT 1530021 at the \$4.59 rate, which is the correct rate for your service location.

Your question: “Also, are these new rates what Waterbury is currently charging plus 18% that Watertown added on? That is what I understood was going to happen.” This question as stated does not provide enough context for the WSA to respond to. However, Waterbury’s charges are based on that WSA purchases water from the City of Waterbury, and those costs are one component used in setting WSA’s retail rates. However, the rates shown on your bill are WSA rates approved by the Authority and are not a direct pass-through of Waterbury’s rate plus an added percentage. The WSA rate structure reflects a combination of water costs, system operations, maintenance, debt service, and other required expenses necessary to operate and maintain the local water system.

Best,

Mark A. Raimo

Town Manager
Town of Watertown
61 Echo Lake Rd
Watertown, CT 06795
(860) 945-5255

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

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Thank you.

Katherine Camara



**TOWN OF WATERTOWN
WATER AND SEWER AUTHORITY
747 French Street
Oakville, Connecticut 06779-1099
Main Office (860) 945-5299**

**NOTICE OF PUBLIC HEARING ON THE
PROPOSED CHANGES TO WATER AND SEWER RATES**

Wednesday, August 27, 2025

Watertown High School Auditorium at 6:00 P.M.

Pursuant to Connecticut General Statutes §§7-239 and §§7-255, the Watertown Water and Sewer Authority hereby gives notice of a Public Hearing on proposed changes to Water and Sewer Quarterly Quantity Rates for the CT Public Water System (CT1530021) WSA & (CT1539031) Westgate Customers, and the **Elimination of Winter Quarterly Customer Charge**.

Said Public Hearing will be held at 6:00PM on Wednesday, August 27, 2025, at Watertown High School Auditorium.

This is an in-person meeting. A link to view the Public Hearing in listen-only mode will be posted on the Town of Watertown website, www.watertownct.org by 4:00 P.M. on the date of the meeting.

Written questions and comments pertaining to the proposed water and sewer rates are welcome and should be received by 4:00pm, Friday, August 22, 2025, addressed to Water and Sewer Authority, c/o Chairman WSA, 747 French Street, Oakville 06779, or you can drop off your questions to the WSA office in a sealed envelope addressed to the WSA Chairman.

1. Water User Rates: Quarterly Quantity Rate (Per 1,000 Gallons)

CT Public Water System - CT1530021 - WSA Customers Quarterly Quantity Rate (Per 1,000 Gallons)

Current Quarterly
Water Quantity Rate
Per 1,000 Gallons

\$ 3.28

Proposed **40%** Increase
in Quantity Rate
Per 1,000 Gallons

\$ 1.31

New Quarterly Water
Quantity Rate
Per 1,000 Gallons

\$ 4.59

CT Public Water System - CT1539031 - Westgate Customers Quarterly Quantity Rate (Per 1,000 Gallons)

Current Quarterly
Water Quantity Rate
Per 1,000 Gallons

\$ 3.28

Proposed **200%** Increase
in Quantity Rate
Per 1,000 Gallons

\$ 6.56

New Quarterly Water
Quantity Rate
Per 1,000 Gallons

\$ 9.84

2. Sewer User Rates: Quarterly Quantity Rate (Per 1,000 Gallons)

Current Quarterly
Sewer Quantity Rate
Per 1,000 Gallons

\$ 4.06

Proposed **50%** Increase
in Quantity Rate
Per 1,000 Gallons

\$ 2.03

New Quarterly Sewer
Quantity Rate
Per 1,000 Gallons

\$ 6.09

Water and Sewer Authority

Watertown, CT

Special Meeting Agenda

Date: Wednesday, August 27, 2025

Time: 7:00 P.M.

Place: Watertown High School

324 French St

Watertown, CT 06795

Auditorium Room

1. Call Meeting to Order
2. Roll Call
3. New Business
 - I. Discussion and Possible Action on Proposed Elimination of Winter Quarterly Customer Charge Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.
 - II. Discussion and Possible Action on Proposed 40% (\$1.31) Increase in Water User Rates for CT Public Water System – CT1530021 – WSA Customers in Quantity Rate Per 1,000 Gallons from Current Quantity Rate of \$3.28 to New Proposed Quantity Rate of \$4.59 Per 1,000 Gallons Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.
 - III. Discussion and Possible Action on Proposed 200% (\$6.56) Increase in Water User Rates for CT Public Water System – CT1539031 – Westgate Customers in Quantity Rate Per 1,000 Gallons from Current Quantity Rate of \$3.28 to New Proposed Quantity Rate of \$9.84 Per 1,000 Gallons Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.
 - IV. Discussion and Possible Action on Proposed 50% (\$2.03) Increase in Sewer User Rates for WSA Customers in Quantity Rate Per 1,000 Gallons from Current Quantity Rate of \$4.06 to New Proposed Sewer Quantity Rate of \$6.09 Per 1,000 Gallons Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.
4. Adjournment

THIS MEETING WILL BE AN IN-PERSON MEETING AND WILL ALSO BE AVAILABLE VIA ZOOM IN LISTEN ONLY MODE. A LINK WILL BE POSTED ON THE DAY OF THE MEETING. PLEASE SEE WWW.WATERTOWNCT.ORG UNDER THE CALENDAR OF MEETINGS.

WATER COMPARISON BASED ON CURRENT RATES

CT PUBLIC WATER SYTEM – CT 1530021 – WSA CUSTOMERS

Waterbury's Unit for Billing is Cubic Feet. Waterbury Bills Per 100 Cubic Feet (CCF) which equals 748 Gallons.

WSA's (Watertown) Unit for Billing is Gallons. WSA Bills Per 1,000 Gallons.

- 1,000 Gallons minus (-) 748 Gallons Equals (=) 252 Gallons.

252 Gallons is the Number of Extra Gallons needed to have a straight Cost-Comparison between how Waterbury and WSA Bills for 1,000 Gallons.

Waterbury Currently Charges WSA **\$2.65** Per CCF (748 Gallons) of Water Usage, and an Additional **\$0.265** (10%) Per CCF (748 Gallons) of Water Usage.

- How much would Waterbury Charge WSA Per 252 Gallons?

Solution: $\$2.650 + \$0.265 = \$2.915$

$$\$2.915 \times 252 \text{ Gallons} = \$734.58$$

$$\$734.58 \div 748 \text{ Gallons} = \$0.982$$

Answer: The Cost for that 252 Gallons is **\$0.982**.

- What is the Total Dollar Amount Waterbury would Charge for 1,000 Gallons?

Answer: $\$2.65 + \$0.265 = \$2.915 + \$0.982 = \$3.897$ Per 1,000 Gallons

Waterbury would charge WSA **\$3.897** per 1,000 Gallons of Water Usage including the 10% charge if they billed per 1,000 Gallons.

$$\frac{2.915}{748} = \frac{x}{252}$$

$$2.915 \times 252 = 734.58$$

$$748x = 734.58$$

$$\frac{748x}{748} = \frac{734.58}{748}$$

$$x = 0.982$$

$$2.915 + 0.982 = \$3.897 \text{ Per 1,000 Gallons}$$

Waterbury Water Rate Per 1,000 Gallons would be **\$3.897**

WSA Water Quantity Usage Rate for 2023–2025 is **\$3.28** Per 1,000 Gallons

New WSA Water Quantity Usage Rate **\$4.59** (40% = **\$1.31** Increase) Per 1,000 Gallons

WSA **\$4.59** Minus (-) Waterbury **\$3.897** Equals (=) **\$0.693** Per 1,000 Gallons

There is a positive difference of +\$0.693 Per 1,000 Gallons from the New WSA Water Quantity Usage Rate (**\$4.59**) compared to a Waterbury Water Rate (**\$3.897**)

City of Waterbury webpage link for Water and Sewer Rates
<https://waterburyct.org/services/water>

Water Rate Schedule - Effective July 1, 2021

\$2.65 Water User Rate (per CCF)

Water Service charge (all sizes) is \$12.00/quarter

Fire Service Charge (annual)

*1ccf = 748 gallons

- ▶ 2" or smaller connection \$77.00
- ▶ 4" connection \$308.00
- ▶ 6" connection \$693.00
- ▶ 8" connection \$1,232.00
- ▶ 10" connection \$1,925.00
- ▶ 12" connection \$2,772.0

Sewer Rate

Sewer Use Charge (per CCF) = \$2.472

Sewer CRC (Capitol Recovery Charge) (per CCF) = \$1.481

Approved Waterbury Sewer Rates FY24

**WSA QUARTERLY SAMPLE BILL BASED ON 5/8" WATER METER
13,000 GALLONS OF USAGE (LESS THAN 12,000 GALLONS)**

CT PUBLIC WATER SYTEM – CT 1539031 – WESTGATE CUSTOMERS

\$3.28 – Old Water Rate

\$9.84 – NEW Water Rate (200% = \$6.56 Increase)

\$4.06 – Old Sewer Rate

\$6.09 – NEW Sewer Rate (50% = \$2.03 Increase)

Quarterly Customer Charge

Water Usage Charge (For 5/8" Meter Size) More Than 12,000 Gallons = **\$54.48**

Sewer Usage Charge More Than 12,000 Gallons = **\$109.52**

Example:

- Old Water Rate: 13,000 Gallons x \$3.28 = 42,640 ÷ 1,000 = \$42.64 + \$54.48 = \$97.12
- Old Sewer Rate: 13,000 Gallons x \$4.06 = 52,780 ÷ 1,000 = \$52.78 + \$109.52 = \$162.30
- \$97.12 (Old Water Rate) + \$162.30 (Old Sewer Rate) = \$259.42 (Old Bill Rate Total)

- New Water Rate: 13,000 Gallons x **\$9.84** = 127,920 ÷ 1,000 = **\$127.92** + \$54.48 = **\$182.40**
- New Sewer Rate: 13,000 Gallons x **\$6.09** = 79,170 ÷ 1,000 = **\$79.17** + \$109.52 = **\$188.69**
- **\$182.40** (New Water Rate) + **\$188.69** (New Sewer Rate) = **\$371.09** (New Bill Rate Total)

** Difference from Old Bill Rate to New Bill Rate:

\$371.09 – \$259.42 = \$111.67 Per Quarter

\$111.67 x 4 (Quarters) = \$446.68

Sample Old Rate Bill

Account Summary	
Previous Balance	\$167.40
Payment	-\$167.40
Balance Forward	0.00

Current Quarterly Charges

Water Charge	\$97.12
Sewer Charge	\$162.30

Interest Charges

Water Interest	0.00
Sewer Interest	0.00

Miscellaneous Charges/Credits

Miscellaneous Charges	0.00
Adjustments/Credits	0.00

Sample New Rate Bill

Account Summary	
Previous Balance	\$167.40
Payment	-\$167.40
Balance Forward	0.00

Current Quarterly Charges

Water Charge	\$182.40
Sewer Charge	\$188.69

Interest Charges

Water Interest	0.00
Sewer Interest	0.00

Miscellaneous Charges/Credits

Miscellaneous Charges	0.00
Adjustments/Credits	0.00

**** NOTE: PLEASE GO TO THE TOWN WEBSITE UNDER WATER AND SEWER AUTHORITY FOR SUPPORTING DOCUMENTS TO PROVIDE FURTHER EXPLANATION.**

WATER COMPARISON BASED ON CURRENT RATES

CT PUBLIC WATER SYTEM – CT 1539031 – WESTGATE CUSTOMERS

Watertown Fire District's (WFD) Special Rate: Bulk Metered Sales to Town of Watertown as approved 05-12-2025 by the WFD Commission effective ~~07-01-2026~~ 07-01-2025 for FY-26 (mistakenly inputted 07-01-2026, correction made)

For First 3,500 Gallons is **\$47.34**

All Over 3,500 Gallons is **\$9.7164** Per 1,000 Gallons

WSA Water Quantity Usage Rate for 2023–2025 is **\$3.28** Per 1,000 Gallons

New WSA Water Quantity Usage Rate **\$9.84** (200% = **\$6.56** Increase) Per 1,000 Gallons

WSA **\$9.84** Minus (-) Watertown Fire District **\$9.72** Equals (=) **\$0.12** Per 1,000 Gallons

There is a positive difference of **+\$0.12** Per 1,000 Gallons from the New WSA Water Quantity Usage Rate (**\$9.84**) compared to a Watertown Fire District Water Rate (**\$9.72**)



WATERTOWN FIRE DISTRICT
Schedule of Water Rates

CLASS A: RESIDENTIAL SCHEDULE

For the first 3500 gallons	\$37.87	
All over 3500 gallons	\$7.78	per 1000 gallons
Minimum charge per residential unit	\$37.87	

SPECIAL RATE: BULK METERED SALES TO TOWN OF WATERTOWN

For the first 3500 gallons	\$47.34	
All over 3500 gallons	\$9.7164	per 1000 gallons

CLASS B: COMMERCIAL AND INDUSTRIAL SCHEDULE

For the first 7000 gallons	\$75.75	
All over 7000 gallons	\$9.79	per 1000 gallons
Minimum charge per meter	\$75.75	

CLASS C: FIRE PROTECTION SCHEDULE: Flat rates payable in advance on January 1 and July 1 of each year.

Public Hydrants, Semi-Annual	\$198.00
Private Hydrants, yard, Semi-Annual	\$198.00

Private Fire Service

Connection size	<u>Semi-Annual</u>
2-inch or less	\$26.00
4-inch	\$106.00
6-inch	\$238.00
8-inch	\$422.00
10-inch	\$660.00
12-inch	\$950.00

MISCELLANEOUS

Installation or Removal of Meter	\$25.00 per occurrence
Late Fee (subject to billing terms)	\$2.50 per occurrence

Schedule of Water Rates approved by the Fire District Commission on May 12, 2025. Effective with the first billing of Fiscal Year 2026.

SEWER COMPARISON BASED ON CURRENT RATES

Waterbury's Unit for Billing is Cubic Feet. Waterbury Bills Per 100 Cubic Feet (CCF) which equals 748 Gallons.

WSA's (Watertown) Unit for Billing is Gallons. WSA Bills Per 1,000 Gallons.

- 1,000 Gallons minus (-) 748 Gallons Equals (=) 252 Gallons.

252 Gallons is the Number of Extra Gallons needed to have a straight Cost-Comparison between how Waterbury and WSA Bills for 1,000 Gallons.

Waterbury Currently Charges WSA **\$2.472** Per CCF (748 Gallons) of Sewer Usage, and an Additional **\$1.481** CRC (Capitol Recovery Charge) Per CCF (748 Gallons) of Sewer Usage.

- How much would Waterbury Charge WSA Per 252 Gallons?

Solution: $\$2.472 \times 252 \text{ Gallons} = \622.944

$$\$1.481 \times 252 \text{ Gallons} = \$373.212$$

$$\$622.944 + \$373.212 = \$996.156$$

$$\$996.156 \div 748 \text{ Gallons} = \$1.332$$

Answer: The Cost for that 252 Gallons is **\$1.332**.

- What is the Total Dollar Amount Waterbury would Charge Per 1,000 Gallons?

Answer: $\$2.472 + \$1.481 + \$1.332 = \5.285 Per 1,000 Gallons

Waterbury would charge WSA **\$5.285** per 1,000 Gallons of Sewer Usage and including the CRC if they billed per 1,000 Gallons.

$$\frac{2.472}{748} = \frac{x}{252} + \frac{1.481}{748} = \frac{x}{252}$$

$$2.472 \times 252 = 622.944 + 1.481 \times 252 = 373.212$$

$$748x = 622.944 + 748x = 373.212$$

$$\frac{748x}{748} = \frac{622.944}{748} + \frac{748x}{748} = \frac{373.212}{748}$$

$$x = 0.833 + x = 0.499$$

$$2.472 + 1.481 + (0.833 + 0.499)1.332 = \$5.285 \text{ Per 1,000 Gallons}$$

Waterbury Sewer Usage + CRC Rate Per 1,000 Gallons would be **\$5.285**

WSA 2023–2025 Sewer Quantity Usage Rate was **\$4.06** Per 1,000 Gallons

New WSA Sewer Quantity Usage Rate **\$6.09** (50% = **\$2.03** Increase) Per 1,000 Gallons

WSA **\$6.09** Minus (-) Waterbury **\$5.285** Equals (=) **\$0.805** Per 1,000 Gallons

There is positive difference of **\$0.805** Per 1,000 Gallons from the New WSA Sewer Quantity Usage Rate (**\$6.09**) compared to a Waterbury Sewer + CRC Rate (**\$5.285**)

**WSA QUARTERLY SAMPLE BILL BASED ON 5/8" WATER METER
11,000 GALLONS OF USAGE (LESS THAN 12,000 GALLONS)**

CT PUBLIC WATER SYTEM – CT 1530021 – WSA CUSTOMERS

\$3.28 – Old Water Rate

\$4.59 – NEW Water Rate (40% = \$1.31 Increase)

\$4.06 – Old Sewer Rate

\$6.09 – NEW Sewer Rate (50% = \$2.03 Increase)

Quarterly Customer Charge

Water Usage Charge (For 5/8" Meter Size) Less Than 12,000 Gallons) = **\$35.38**

Sewer Usage Charge Less Than 12,000 Gallons) = **\$71.19**

Example:

- Old Water Rate: 11,000 Gallons x \$3.28 = 36,080 ÷ 1,000 = \$36.08 + \$35.38 = \$71.46
- Old Sewer Rate: 11,000 Gallons x \$4.06 = 44,660 ÷ 1,000 = \$44.66 + \$71.19 = \$115.85
- \$71.46 (Old Water Rate) + \$115.85 (Old Sewer Rate) = \$187.31 (Old Bill Rate Total)

- New Water Rate: 11,000 Gallons x \$4.59 = 50,490 ÷ 1,000 = \$50.49 + \$35.38 = \$85.87
- New Sewer Rate: 11,000 Gallons x \$6.09 = 66,990 ÷ 1,000 = \$66.99 + \$71.19 = \$138.18
- \$85.87 (New Water Rate) + \$138.18 (New Sewer Rate) = \$224.05 (New Bill Rate Total)

** Difference from Old Bill Rate to New Bill Rate:

\$224.05 – \$187.31 = **\$36.74** Per Quarter

\$36.74 x 4 (Quarters) = \$146.96

Sample Old Rate Bill

Account Summary	
Previous Balance	\$167.40
Payment	-\$167.40
Balance Forward	0.00

Current Quarterly Charges

Water Charge	\$71.46
Sewer Charge	\$115.85

Interest Charges

Water Interest	0.00
Sewer Interest	0.00

Miscellaneous Charges/Credits

Miscellaneous Charges	0.00
Adjustments/Credits	0.00

Sample New Rate Bill

Account Summary	
Previous Balance	\$167.40
Payment	-\$167.40
Balance Forward	0.00

Current Quarterly Charges

Water Charge	\$85.87
Sewer Charge	\$138.18

Interest Charges

Water Interest	0.00
Sewer Interest	0.00

Miscellaneous Charges/Credits

Miscellaneous Charges	0.00
Adjustments/Credits	0.00

**** NOTE: PLEASE GO TO THE TOWN WEBSITE UNDER WATER AND SEWER AUTHORITY FOR SUPPORTING DOCUMENTS TO PROVIDE FURTHER EXPLANATION.**

WATER COMPARISON BASED ON CURRENT RATES

CT PUBLIC WATER SYTEM – CT 1530021 – WSA CUSTOMERS

Waterbury's Unit for Billing is Cubic Feet. Waterbury Bills Per 100 Cubic Feet (CCF) which equals 748 Gallons.

WSA's (Watertown) Unit for Billing is Gallons. WSA Bills Per 1,000 Gallons.

- 1,000 Gallons minus (-) 748 Gallons Equals (=) 252 Gallons.

252 Gallons is the Number of Extra Gallons needed to have a straight Cost-Comparison between how Waterbury and WSA Bills for 1,000 Gallons.

Waterbury Currently Charges WSA **\$2.65** Per CCF (748 Gallons) of Water Usage, and an Additional **\$0.265** (10%) Per CCF (748 Gallons) of Water Usage.

- How much would Waterbury Charge WSA Per 252 Gallons?

Solution: $\$2.650 + \$0.265 = \$2.915$

$$\$2.915 \times 252 \text{ Gallons} = \$734.58$$

$$\$734.58 \div 748 \text{ Gallons} = \$0.982$$

Answer: The Cost for that 252 Gallons is **\$0.982**.

- What is the Total Dollar Amount Waterbury would Charge for 1,000 Gallons?

Answer: $\$2.65 + \$0.265 = \$2.915 + \$0.982 = \$3.897$ Per 1,000 Gallons

Waterbury would charge WSA **\$3.897** per 1,000 Gallons of Water Usage including the 10% charge if they billed per 1,000 Gallons.

$$\frac{2.915}{748} = \frac{x}{252}$$

$$2.915 \times 252 = 734.58$$

$$748x = 734.58$$

$$\frac{748x}{748} = \frac{734.58}{748}$$

$$x = 0.982$$

$$2.915 + 0.982 = \$3.897 \text{ Per 1,000 Gallons}$$

Waterbury Water Rate Per 1,000 Gallons would be **\$3.897**

WSA Water Quantity Usage Rate for 2023–2025 is **\$3.28** Per 1,000 Gallons

New WSA Water Quantity Usage Rate **\$4.59** (40% = **\$1.31** Increase) Per 1,000 Gallons

WSA **\$4.59** Minus (-) Waterbury **\$3.897** Equals (=) **\$0.693** Per 1,000 Gallons

There is a positive difference of **+\$0.693 Per 1,000 Gallons from the New WSA Water Quantity Usage Rate (**\$4.59**) compared to a Waterbury Water Rate (**\$3.897**)**

WATER COMPARISON BASED ON CURRENT RATES

CT PUBLIC WATER SYTEM – CT 1539031 – WESTGATE CUSTOMERS

Watertown Fire District's (WFD) Special Rate: Bulk Metered Sales to Town of Watertown as approved 05-12-2025 by the WFD Commission effective ~~07-01-2026~~ 07-01-2025 for FY-26 (mistakenly inputted 07-01-2026, correction made)

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All Over 3,500 Gallons is **\$9.7164** Per 1,000 Gallons

WSA Water Quantity Usage Rate for 2023–2025 is **\$3.28** Per 1,000 Gallons

New WSA Water Quantity Usage Rate **\$9.84** (200% = **\$6.56** Increase) Per 1,000 Gallons

WSA **\$9.84** Minus (-) Watertown Fire District **\$9.72** Equals (=) **\$0.12** Per 1,000 Gallons

There is a positive difference of **+\$0.12** Per 1,000 Gallons from the New WSA Water Quantity Usage Rate (**\$9.84**) compared to a Watertown Fire District Water Rate (**\$9.72**)



WATERTOWN FIRE DISTRICT
Schedule of Water Rates

CLASS A: RESIDENTIAL SCHEDULE

For the first 3500 gallons	\$37.87	
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For the first 7000 gallons	\$75.75	
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Public Hydrants, Semi-Annual	\$198.00
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Private Fire Service

<u>Connection size</u>	<u>Semi-Annual</u>
2-inch or less	\$26.00
4-inch	\$106.00
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8-inch	\$422.00
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12-inch	\$950.00

MISCELLANEOUS

Installation or Removal of Meter	\$25.00 per occurrence
Late Fee (subject to billing terms)	\$2.50 per occurrence

Schedule of Water Rates approved by the Fire District Commission on May 12, 2025. Effective with the first billing of Fiscal Year 2026.

FOI

Response

EXHIBIT A

Mark Raimo

From: Michele Cyr
Sent: Wednesday, February 18, 2026 2:17 PM
To: Mark Raimo; Gerald Lukowski
Subject: RE: Rate increase questions

West Gate customers.

It was all part of the public hearing for the rate increases, etc.

I am on a scheduled call at the moment with Edmunds. I will send an update to you and Jerry for the meeting tonight.

From: Mark Raimo <raimo@watertownct.org>
Sent: Wednesday, February 18, 2026 2:06 PM
To: Michele Cyr <Cyr@watertownct.org>; Gerald Lukowski <Lukowski@watertownct.org>
Subject: RE: Rate increase questions

Michele,

What is the \$9.84 rate for?

From: Michele Cyr <Cyr@watertownct.org>
Sent: Wednesday, February 18, 2026 1:28 PM
To: Mark Raimo <raimo@watertownct.org>; Gerald Lukowski <Lukowski@watertownct.org>
Subject: FW: Rate increase questions

Hi Mark and Jerry,

See below. I completed responding per our meeting and I am uncomfortable responding to Ms. Camara any further.

From: Katherine Camara <ctgadflygirl@gmail.com>
Sent: Wednesday, February 18, 2026 1:22 PM
To: WSA-info <wsa-info@watertownct.org>
Subject: Re: Rate increase questions

Excuse me?

Can you tell me why you will not explain a rate increase to a customer?

On Wed, Feb 18, 2026, 1:19 PM WSA-info <wsa-info@watertownct.org> wrote:

We will not be responding to any further questions.

Respectfully,

WSA

From: Katherine Camara <ctgadflygirl@gmail.com>

Sent: Wednesday, February 18, 2026 12:41 PM

To: WSA-info <wsa-info@watertownct.org>

Subject: Re: Rate increase questions

Could you please answer all my questions now?

Thank you!

On Wed, Feb 18, 2026, 12:18 PM WSA-info <wsa-info@watertownct.org> wrote:

Good afternoon,

The two categories refer to two separate public water supplies:

- PWS ID #CT1539031 – \$9.84 rate
- PWS ID #CT1530021 – \$4.59 rate

Best,

Watertown Water & Sewer Authority

From: Katherine Camara <ctgadflygirl@gmail.com>

Sent: Monday, February 9, 2026 9:43 AM

To: WSA-info <wsa-info@watertownct.org>

Subject: Rate increase questions

Good morning,

I have a few questions on my recent bill.

Under Water Use Rates there are now 2 categories

CT 1530021 \$4.59

CT 1539031 \$9.84

I am \$4.59, but I would like to know what the 2 categories are since I never saw 2 before.

Also, are these new rates what Waterbury is currently charging plus 18% that Watertown added on? That is what I understood was going to happen.

Thank you.

Katherine Camara

Mark Raimo

From: Mark Raimo
Sent: Wednesday, February 18, 2026 2:19 PM
To: Michele Cyr; Gerald Lukowski
Subject: RE: Rate increase questions

Understood, that's what I thought.

I will respond.

TY

From: Michele Cyr <Cyr@watertownct.org>
Sent: Wednesday, February 18, 2026 2:17 PM
To: Mark Raimo <raimo@watertownct.org>; Gerald Lukowski <Lukowski@watertownct.org>
Subject: RE: Rate increase questions

West Gate customers.

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Subject: RE: Rate increase questions

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Good afternoon,

The two categories refer to two separate public water supplies:

- PWS ID #CT1539031 – \$9.84 rate
- PWS ID #CT1530021 – \$4.59 rate

Best,

Watertown Water & Sewer Authority

From: Katherine Camara <ctgadflygirl@gmail.com>
Sent: Monday, February 9, 2026 9:43 AM
To: WSA-info <wsa-info@watertownct.org>
Subject: Rate increase questions

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Thank you.

Katherine Camara

Michele Cyr

From: Michele Cyr
Sent: Monday, February 9, 2026 13:43
To: Gerald Lukowski
Cc: Mark Raimo
Subject: RE: Rate increase questions

Yes.

Two separate public water supplies:
PWS ID#: CT1539031 WESTGATE \$9.84 Rate
PWS ID#: CT1530021 \$4.59 Rate

From: Gerald Lukowski <Lukowski@watertownct.org>
Sent: Monday, February 9, 2026 1:30 PM
To: Michele Cyr <Cyr@watertownct.org>
Cc: Mark Raimo <raimo@watertownct.org>
Subject: RE: Rate increase questions

Michelle,
Thanks ... the \$9.84 Rate is the Westgate Rate?
Jerry

From: Michele Cyr <Cyr@watertownct.org>
Sent: Monday, February 9, 2026 10:26 AM
To: Gerald Lukowski <Lukowski@watertownct.org>
Subject: FW: Rate increase questions

Hi Jerry,

Please see the email received this morning in the WSA generic email.

Kind Regards,

Michele Cyr, CCMC
Controller of Water & Sewer Authority
Town of Watertown
747 French Street
Oakville, CT 06779-1099
Main Office: 860-945-5299

From: Katherine Camara <ctgadflygirl@gmail.com>
Sent: Monday, February 9, 2026 9:43 AM
To: WSA-info <wsa-info@watertownct.org>
Subject: Rate increase questions

Good morning,

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CT 1530021 \$4.59
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I am \$4.59, but I would like to know what the 2 categories are since I never saw 2 before.

Also, are these new rates what Waterbury is currently charging plus 18% that Watertown added on? That is what I understood was going to happen.

Thank you.
Katherine Camara

Michele Cyr

From: Michele Cyr
Sent: Wednesday, February 18, 2026 13:28
To: Mark Raimo; Gerald Lukowski
Subject: FW: Rate increase questions

Hi Mark and Jerry,

See below. I completed responding per our meeting and I am uncomfortable responding to Ms. Camara any further.

From: Katherine Camara <ctgadflygirl@gmail.com>
Sent: Wednesday, February 18, 2026 1:22 PM
To: WSA-info <wsa-info@watertownct.org>
Subject: Re: Rate increase questions

Excuse me?

Can you tell me why you will not explain a rate increase to a customer?

On Wed, Feb 18, 2026, 1:19 PM WSA-info <wsa-info@watertownct.org> wrote:

We will not be responding to any further questions.

Respectfully,

WSA

From: Katherine Camara <ctgadflygirl@gmail.com>
Sent: Wednesday, February 18, 2026 12:41 PM
To: WSA-info <wsa-info@watertownct.org>
Subject: Re: Rate increase questions

Could you please answer all my questions now?

Thank you!

On Wed, Feb 18, 2026, 12:18 PM WSA-info <wsa-info@watertownct.org> wrote:

Good afternoon,

The two categories refer to two separate public water supplies:

- PWS ID #CT1539031 – \$9.84 rate

- PWS ID #CT1530021 – \$4.59 rate

Best,

Watertown Water & Sewer Authority

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To: WSA-info <wsa-info@watertownct.org>

Subject: Rate increase questions

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Thank you.

Katherine Camara

Lauren Dayton

From: Katherine Camara <ctgadflygirl@gmail.com>
Sent: Wednesday, February 18, 2026 4:02 PM
To: Mark Raimo
Cc: WSA-info; Gerald Lukowski
Subject: Re: Rate increase questions

This was not meant to be technical -
what is the rate Waterbury is now charging for water and for sewer - can I get those numbers?

Thank you.

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Ms. Camara,

Thank you for your question. I appreciate the opportunity to clarify the information shown on your recent water bill.

Under the “Water Use Rates” section, the two-line items you are seeing—CT 1530021 (\$4.59) and CT 1539031 (\$9.84)—reflect two distinct water rates that have been established by the Watertown Water and Sewer Authority (WSA). These are not new categories created for individual customers but rather represent different rate classifications that apply based on the specific location and characteristics of service.

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Best,

Mark A. Raimo

Town Manager
Town of Watertown
61 Echo Lake Rd
Watertown, CT 06795
(860) 945-5255

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Good evening,

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Katherine Camara

Mark Raimo

From: Michele Cyr
Sent: Friday, February 13, 2026 1:28 PM
To: Mark Raimo
Cc: Gerald Lukowski
Subject: RE: Customer questions on new rates

Thank you.

I like that you encourage meeting attendance. I often mention to customers the best way to voice their concerns is to attend a board meeting.

They need to write a letter requesting to be on the agenda so they can have a conversation with the board. Different than public comment.

I inform them of that as well.

From: Mark Raimo <raimo@watertownct.org>
Sent: Friday, February 13, 2026 1:17 PM
To: Michele Cyr <Cyr@watertownct.org>
Cc: Gerald Lukowski <Lukowski@watertownct.org>
Subject: RE: Customer questions on new rates

Michele,

Take a look at these responses and talk about with the team. Lets regroup next week and review again.

Jerry you input is welcomed. I may bring these to the Authority to talk about.

From: Michele Cyr <Cyr@watertownct.org>
Sent: Friday, February 13, 2026 12:42 PM
To: Mark Raimo <raimo@watertownct.org>
Subject: Customer questions on new rates

Hi Mark,

We've been receiving several questions from customers as they review their bills with the new rates.

Would you be able to put together a document with responses we can reference when speaking with them? It would be helpful to ensure we're all providing consistent information.

I've attached the list of questions for your review.

Thank you — I really appreciate your help with this.

Michele Cyr, CCMC

**Controller of Water & Sewer Authority
 Town of Watertown
 747 French Street**

Oakville, CT 06779-1099
Main Office: 860-945-5299

RE: Customer questions on new rates

Summarize



Mark Raimo
To: Michele Cyr
Cc: Gerald Lukowski

Reply Reply All Forward

Fri 2/13/2026 1:17 PM

Customer questions.docx
19 KB

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Town of Watertown
747 French Street
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Main Office: 860-945-5299

- 1) Are the new rates in this bill because of Waterbury and Watertown issue
 - a. The rate change on your bill is part of a regular review by the Water and Sewer Authority. The rate adjustment adopted in August 2025 was a direct result of increased wholesale water costs from Waterbury. The Authority expects to conduct another rate review in 2026, which may result in an additional adjustment, to ensure continued system operations, infrastructure maintenance, and long-term financial stability.
- 2) How are we repaying the bond?
 - a. The bond will be repaid through a process the Water and Sewer Authority is actively reviewing. There are several options under consideration, and no final decision has been made. As part of this effort, the Authority has implemented a budget freeze to maximize available revenue and help offset costs to ratepayers while this matter is evaluated. This issue will be brought before the Authority for discussion and action. Ratepayers are encouraged to attend Authority meetings and share input, and a public hearing will be held before any final decision is made. Authority meetings are held on the third Wednesday of each month. Meeting information is available on the Town's website at watertownct.org.
- 3) Does this bill include the bond payment?
 - a. No, this bill does not include the total bond payment. The rate adjustment made in August 2025 was not a final adjustment. The Water and Sewer Authority will review the 2025 rate study to determine appropriate rates moving forward, including how future bond-related costs will be addressed. As part of this process, the Authority will discuss how any rate changes may affect both current and future customers before decisions are made.
- 4) Are the rates increasing again?
 - a. Yes, additional rate adjustments are anticipated. The Water and Sewer Authority is having extensive discussions on how any increase may affect ratepayers, and has stated that any adjustment will be kept as minimal as practical while still supporting safe, reliable system operations. These discussions will take place during Authority meetings, which are open to the public, and information will be posted on the Town's website at watertownct.org. Ratepayers are encouraged to attend meetings and stay informed.



FREEDOM OF INFORMATION

EXHIBIT C


Connecticut Freedom of Information Commission • 165 Capitol Avenue, Suite 1100 • Hartford, CT 06106
 Toll free (CT only): (866) 374-3617 Tel: (860) 566-5682 Fax: (860) 566-6474 • www.ct.gov/foi • email: foi@ct.gov

Katherine Camara

Complainant(s)

Notice of Meeting

against

Docket #FIC 2025-0077

Mark Raimo, Town Manager, Town of Watertown; and
 Town of Watertown

Respondent(s)

January 20, 2026

Transmittal of Proposed Final Decision

In accordance with Section 4-179 of the Connecticut General Statutes, the Freedom of Information Commission hereby transmits to you the proposed finding and decision prepared by the hearing officer in the above-captioned matter.

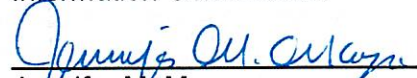
This will notify you that the Commission will consider this matter for disposition at its meeting which will be held **in person** at the Freedom of Information Commission's Hearing Room, Conference Room H, located on the ground floor at 165 Capitol Avenue, Hartford, Connecticut, at **2:00 p.m. on Wednesday, January 28, 2026.**

At that time and place, you will be allowed to offer oral argument concerning this proposed finding and order in person. Oral argument shall be limited to ten (10) minutes. For good cause shown, however, the Commission may increase the period of time for argument. A request for additional time must be made in writing and should be filed with the Commission ***ON OR BEFORE 5:00 p.m. on January 27, 2026.*** Such request **MUST BE (1) copied to all parties, or if the parties are represented, to such representatives, and (2) include a notation indicating such notice to all parties or their representatives.**

Although a brief or memorandum of law is not required, if you decide to submit such a document, an **original and fourteen (14) copies** must be filed ***ON OR BEFORE 5:00 p.m. on January 27, 2026.*** PLEASE NOTE: Any correspondence, brief or memorandum directed to the Commissioners by any party or representative of any party **MUST BE (1) copied to all parties, or if the parties are represented, to such representatives, (2) include a notation indicating such notice to all parties or their representatives and (3) be limited to argument. NO NEW EVIDENCE MAY BE SUBMITTED.**

If you have already filed a brief or memorandum with the hearing officer and wish to have that document distributed to each member of the Commission, it is requested that **fifteen (15) copies** be filed ***ON OR BEFORE 5:00 p.m. on January 27, 2026*** and that **notice be given to all parties or if the parties are represented, to their representatives, that such previously filed document is being submitted to the Commissioners for review.**

By Order of the Freedom of
Information Commission


Jennifer M. Mayo

Acting Clerk of the Commission

Notice to: Katherine Camara
Attorney Paul R. Jessell

FIC# 2025-0077/ITRA/NAS//RB/JMM/2026-01-20

FREEDOM OF INFORMATION COMMISSION
OF THE STATE OF CONNECTICUT

In the Matter of a Complaint by

Report of Hearing Officer

Katherine Camara,

Complainant

against

Docket #FIC 2025-0077

Mark Raimo, Town Manager, Town of
Watertown; and Town of Watertown,

Respondents

January 20, 2026

The above-captioned matter was heard as a contested case on August 28, 2025, at which time the complainant and respondents appeared and presented testimony, exhibits, and argument on the complaint.

After consideration of the entire record, the following facts are found and conclusions of law are reached:

1. The respondents are public agencies within the meaning of §1-200(1), G.S.
2. It is found that, on November 15, 2024, the complainant requested from the respondents, among other records, contracts and agreements between CliftonLarsonAllen (“CLA”) and the Town of Watertown (the “Town”).¹
3. It is found that between November 22, 2024, and January 9, 2025, the respondents had sent the complainant various records responsive to those portions of the November 15 request that are not at issue in this matter.
4. It is found that, on January 6, 2025, the complainant notified the respondents that she had not received the contract between CLA and the Town. It is further found that, on January 8, 2025, the complainant inquired whether the respondents intended to provide copies of such contracts or agreements.
5. It is found that, on January 9, 2025, the respondents provided the complainant with a copy of a proposal from CLA, which the respondents represented to be the agreement. The

¹The complainant’s November 15 request described in paragraph 2, above, also requested four other categories of records; however, the only records that are at issue in the instant complaint are the contracts and agreements between CLA and the Town of Watertown.

respondents further informed the complainant that she had been provided with all records responsive to her November 15 request and closed the request.

6. It is found that, on January 26, 2025, the complainant submitted another request for records in which she specifically identified the Master Services Agreement (“MSA”) and the Statement of Work (“SoW”) between CLA and the Town. It is found that on January 29, 2025, the respondents provided the complainant with such records.

7. By complaint received and filed on February 8, 2025, the complainant appealed to this Commission, alleging that the respondents violated the Freedom of Information (“FOI”) Act by failing to provide copies of the MSA and SoW described in paragraph 6, above, in response to her November 15 request. The complainant also requested that the Commission consider assessing a civil penalty against the respondents.

8. Section 1-200(5), G.S., provides:

“[p]ublic records or files” means any recorded data or information relating to the conduct of the public’s business prepared, owned, used, received or retained by a public agency, or to which a public agency is entitled to receive a copy by law or contract under section 1-218, whether such data or information be handwritten, typed, tape-recorded, videotaped, printed, photostated, photographed or recorded by any other method.

9. Section 1-210(a), G.S., provides in relevant part that:

[e]xcept as otherwise provided by any federal law or state statute, all records maintained or kept on file by any public agency, whether or not such records are required by any law or by any rule or regulation, shall be public records and every person shall have the right to (1) inspect such records promptly during regular office or business hours, (2) copy such records in accordance with subsection (g) of section 1-212, or (3) receive a copy of such records in accordance with section 1-212.

10. Section 1-212(a), G.S., provides in relevant part that “[a]ny person applying in writing shall receive, promptly upon request, a plain, facsimile, electronic or certified copy of any public record.”

11. It is concluded, therefore, that the records described in paragraph 2, above, are public records within the meaning of §§1-200(5) and 1-210(a), G.S.

12. It is found that included among the records that the respondents provided to the complainant, was a July 1, 2024 email between the respondent Town Manager and a Principal for CLA. That email included versions of the MSA and SoW shared via links to sites operated by CLA. The respondents testified, and it is found, that they had inadvertently overlooked the links contained in that email when they were providing the complainant with responsive records.

13. Accordingly, it is found that the respondents maintained copies of the MSA and SoW at the time of the complainant's November 15 request and that such records were responsive to her request for contracts and agreements between CLA and the Town, as described in paragraph 2, above.

14. As found in paragraph 6, above, however, the complainant submitted another request specifically identifying the MSA and the SoW, which the respondents provided three days later. The complainant testified, and it is found, that after receiving the MSA and SoW, she had received all records responsive to her November 15 request.

15. It is concluded, therefore, that the respondents violated the disclosure provisions of §§1-210(a) and 1-212(a), G.S., by not providing copies of the MSA and SoW in response to the complainant's November 15 request.

16. Accordingly, the only remaining issue before the Commission is whether the respondents' violation of the FOI Act warrants the imposition of a civil penalty against the respondents pursuant to §1-206(b)(2), G.S.

17. Section 1-206(b)(2), G.S., provides, in relevant part:

upon the finding that a denial of any right created by the Freedom of Information Act was without reasonable grounds and after the custodian or other official directly responsible for the denial has been given an opportunity to be heard at the hearing conducted in accordance with sections 4-176e to 4-184, inclusive, the commission may, in its discretion, impose against the custodian or other official a civil penalty of not less than twenty dollars nor more than five thousand dollars.

18. As found in paragraph 12, above, the respondents inadvertently failed to provide actual copies of the MSA and SoW to the complainant, because such records were linked in the body of the July 1, 2024 email.

19. The respondents further testified, and it is found, that because the complainant's January 26 request specifically identified the MSA and SoW as responsive records, they were able to identify the links in the July 1, 2024 email containing records responsive to the complainant's requests. It is also found that upon identifying the MSA and SoW as responsive, the respondents sent such records to the complainant, three days later.

20. It is found that the respondents did not act in bad faith or in a manner intended to deliberately frustrate the complainant's rights to access public records. In fact, the respondents provided the complainant with nearly all records responsive to her November 15 request as part of a rolling production occurring between November 22, 2024, and January 9, 2025.

21. It is further found that once the respondents realized the specific records the complainant was seeking (in both her November 15 and January 26 requests), they provided such records quickly and without undue delay.

22. Accordingly, based on the facts and circumstances of this case, the respondents' violation was not without reasonable grounds and a civil penalty is not warranted.

The following order is hereby recommended on the basis of the record concerning the above-captioned complaint:

1. Henceforth, the respondents shall strictly comply with the disclosure provisions of §§1-210(a) and 1-212(a), G.S.

/s/ Nicholas A. Smarra
Nicholas A. Smarra
as Hearing Officer

FIC2025-0077/HOR/NAS/

Mark Raimo

From: Mark Raimo
Sent: Wednesday, February 18, 2026 5:20 PM
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Watertown, CT 06795
(860) 945-5255

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

From: WSA-info <wsa-info@watertownct.org>
Sent: Wednesday, February 18, 2026 12:18 PM
To: Katherine Camara <ctgadflygirl@gmail.com>
Subject: RE: Rate increase questions

Good afternoon,

The two categories refer to two separate public water supplies:

- PWS ID #CT1539031 – \$9.84 rate
- PWS ID #CT1530021 – \$4.59 rate

Best,

Watertown Water & Sewer Authority

From: Katherine Camara <ctgadflygirl@gmail.com>

Sent: Monday, February 9, 2026 9:43 AM

To: WSA-info <wsa-info@watertownct.org>

Subject: Rate increase questions

Good morning,

I have a few questions on my recent bill.

Under Water Use Rates there are now 2 categories

CT 1530021 \$4.59

CT 1539031 \$9.84

I am \$4.59, but I would like to know what the 2 categories are since I never saw 2 before.

Also, are these new rates what Waterbury is currently charging plus 18% that Watertown added on? That is what I understood was going to happen.

Thank you.

Katherine Camara

Town Council
Regular Meeting 03/16/2026
Item: 6 a (1)

Thomas R. Claire
2 Town Line Hwy.
Watertown, CT 06795
thomasrclaire@gmail.com • 203 491-7254

March 10, 2026

Mark Raimo
Town Manager, Watertown, CT
61 Echo Lake Road
Watertown, CT 06795

Dear Mr. Raimo,

This note will inform you that I have resigned my position on the School Capital Project Committee effective immediately.

I wish everyone on that committee continued success in every endeavor moving forward and appreciate all that I have learned from my service thereon.

Thank you and with deep respect,



Thomas R. Claire

cc: Robert Porter, Chairman, School Capital Project Committee
Jonathan Ramsay, Chair, Watertown Town Council

WATERTOWN, CT
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
2026 MAR 10 PM 4:06
TOWN CLERK



TOWN OF WATERTOWN
CONNECTICUT

Town Council
Regular Meeting
Item: 8(a) **Town of Watertown
Public Works Department
Watertown Town Hall
61 Echo Lake Road
Watertown, CT 06795
(860) 945-5240**

www.watertownct.org

Town of Watertown

Public Works – Highway Division

Fleet Replacement and Lifecycle Management Plan

FY 2026–2027 Through FY 2041

1. Purpose

The purpose of this Fleet Replacement and Lifecycle Management Plan is to establish a structured, sustainable, and fiscally responsible approach to managing the Town of Watertown's Highway Division vehicle and equipment fleet.

The plan integrates the department's immediate equipment replacement needs with a long-term lifecycle strategy covering the entire fleet inventory.

The goals of the plan are to:

- Maintain reliable equipment for winter operations and infrastructure maintenance
- Reduce operational risk associated with aging vehicles and equipment
- Stabilize annual fleet expenditures
- Provide a predictable lifecycle replacement schedule
- Align fleet planning with the Town's long-term financial planning and capital improvement program
- Establish a consistent fleet management policy framework

This document addresses both the **near-term fiscal years (FY 2026–2027 and FY 2027–2028)** and the **long-term fleet lifecycle strategy extending approximately fifteen years into the future.**

2. Highway Fleet Inventory Overview

The Highway Division currently operates approximately:

65 vehicles and pieces of equipment

The estimated total replacement value of the fleet is approximately:

\$13.9 million

The fleet supports essential municipal operations including:

- snow removal
- road maintenance
- drainage and infrastructure repairs
- material hauling
- roadside maintenance

Fleet equipment can be grouped into four primary categories.

Equipment Category	Examples	Typical Lifecycle
Heavy Trucks	Dump trucks, plow trucks	12–15 years
Light Duty Vehicles	Pickups, utility vehicles	10–12 years
Heavy Construction Equipment	Loader, Gradall, Paver	15–20 years
Specialty Equipment	Mowers, Vac-Tor, trailers	12–15 years

Because these categories have different service lives and capital costs, they must be managed through a **structured lifecycle replacement program rather than isolated equipment purchases**.

3. Current Fleet Condition

Review of the fleet inventory indicates that a significant portion of the fleet is approaching or exceeding its expected service life.

The fleet age distribution shows:

- many vehicles in the **11–15 year range**
- several vehicles **16–20+ years old**
- fewer vehicles in the **6–10 year range**

This pattern indicates a **replacement gap**, where vehicles were retained longer than normal lifecycle expectations, resulting in multiple vehicles aging simultaneously.

Without a structured replacement program, this condition can lead to:

- increased maintenance costs
 - higher risk of mechanical failures
 - reduced operational reliability during winter storms
 - emergency equipment replacement
-

4. Immediate Replacement Priorities (FY 2026–2027)

The Highway Department identified six vehicles representing the most immediate operational risk.

Equipment	Type
Truck 6	6-Wheel Dump Truck
Truck 12	10-Wheel Dump Truck
Truck H-5	Pickup
Truck H-7	Pickup
Mower 1	Roadside Mower
Truck H-1	Pickup

These vehicles support critical municipal operations including:

- snow plowing
- hauling road materials
- roadside maintenance
- daily field operations

Several of these vehicles are already beyond recommended municipal service life benchmarks.

Replacing these units represents the **first phase of stabilizing the Highway fleet inventory.**

5. FY 2026–2027 Replacement Request

The department's five-year equipment plan estimates the following annual payments for these six vehicles.

When budgeting for purchase of new vehicles and equipment, it should be noted that every effort is made to obtain accurate and up-to-date price quotes for purchases. It is now common for price quotes to only be valid for 30-60 days from the date the quote was issued. This is due to frequently fluctuating pricing and market valuations globally.

Equipment Estimated FY 26/27 Payment

Truck 6	\$71,219
Truck 12	\$83,089
Truck H-5	\$11,870
Truck H-7	\$11,870
Mower 1	\$59,350
Truck H-1	\$26,114

Total FY 26/27 Request

\$263,512

6. Existing Fleet Payment Obligations

The Town is already making payments on equipment previously purchased under earlier fleet programs.

Examples include:

- Vac-Tor
- Truck 11
- Truck 15
- Mower 2
- Skid Steer
- Truck 4
- Truck H-12
- Backhoe
- Truck 9

Estimated annual payments associated with these acquisitions total approximately:

\$451,500 annually

These obligations form the baseline fleet cost already incorporated into the Highway operating budget.

7. Available Fleet Funding Resources

Truck Replacement Fund

The Town currently maintains approximately:

\$202,000 in the Truck Replacement Fund

These funds may be applied toward the purchase of replacement trucks in FY 2026–2027.

Applying the reserve primarily toward Truck 6 and Truck 12 reduces the financed amount and lowers long-term borrowing costs.

FY 2026–2027 Financial Impact

Category	Amount
Replacement Request	\$263,512
Truck Replacement Fund (\$202,000)	
Net Budget Impact	\$61,512

FEMA Reimbursement Funds

The Town has received approximately:

\$1,000,000 in FEMA reimbursement funds

These funds are currently **held in escrow** to ensure compliance with federal reporting and documentation requirements.

Some funds have already been returned to the operating accounts where disaster-related expenses were originally incurred.

Approximately **\$250,000 may be available for fleet stabilization in FY 2027–2028.**

FY 2027–2028 Financial Impact

Second-year lease payments for the six replacement vehicles total approximately:

\$238,000

Applying FEMA funds:

Category	Amount
Fleet Payments	\$238,000
FEMA Offset	(\$250,000)
Net Impact	Fully Offset

8. Major Equipment and Bond Financing

Certain large pieces of equipment may be more appropriately financed through the Town’s capital bonding program.

Potential candidates include:

- Loader
- Gradall
- Paver
- Hook Lift Truck (Transfer Station)
- Aerial Tree Truck

These assets have long service lives and support infrastructure operations.

Financing them through bonding:

- aligns financing with asset life
- removes large capital spikes from the operating fleet account
- improves budget predictability

The Town historically contributes approximately **\$100,000 annually to the vehicle replacement fund**. If major equipment shifts to bonding, this contribution could be directed toward sustaining truck replacement cycles.

9. Long-Term Fleet Replacement Strategy

Once backlog replacements are addressed, the Town can implement a structured lifecycle rotation.

Example lifecycle schedule:

Year	Replacement Category
Year 1	Dump Truck (2)

Year	Replacement Category
Year 2	Pickup Rotation (2)
Year 3	Dump Truck (2)
Year 4	Specialty Equipment (1-2)
Year 5	Heavy Equipment (1-2)
Year 6	Dump Truck (2)
Year 7	Pickup Rotation (2)
Year 8	Dump Truck (2)
Year 9	Specialty Equipment (1-2)
Year 10	Heavy Equipment (1-2)

This rotation prevents large numbers of vehicles from aging simultaneously.

10. Long-Term Fleet Funding Strategy

The Highway fleet inventory has an estimated replacement value of approximately:

\$13.9 million

If the Town attempted to replace the entire fleet strictly on a lifecycle basis without financing, the theoretical annual replacement requirement would be approximately:

\$925,000 per year

However, municipal fleets are typically managed through a combination of:

- annual capital reserve contributions
- equipment lease financing
- capital bonding for major equipment
- extended service life for secondary vehicles

Recommended Funding Structure

The Town should establish a **Fleet Replacement Capital Fund** supported by an annual contribution of:

\$225,000 – \$300,000

This fund serves several purposes:

- provides down-payment funding for equipment purchases
- reduces borrowing costs
- stabilizes long-term fleet spending

Heavy trucks would typically be financed through **5-7 year municipal equipment leases**, while major equipment may be financed through bonding.

Long-Term Financial Profile

Phase	Estimated Annual Cost
Years 1–3	\$450K – \$675K (transition period)
Years 4–8	\$400K – \$500K
Years 9–15	\$400K – \$450K stabilized

Once legacy equipment payments decline, the fleet program is expected to stabilize within this range.

11. Fleet Management Policy

To ensure long-term sustainability of the fleet program, the Town should adopt the following policy framework.

Fleet Replacement Policy

1. The Town shall maintain a **Fleet Replacement Capital Fund**.
2. The Town shall contribute **not less than \$250,000 annually** to the fund.
3. Fleet replacement decisions shall be based on lifecycle benchmarks and operational need.

Lifecycle Standards

Equipment	Lifecycle
Pickup Trucks	10–12 years
6-Wheel Dump Trucks	12–15 years
10-Wheel Dump Trucks	12–15 years
Heavy Equipment	15–20 years
Specialty Equipment	12–15 years

Equipment Financing Policy

- Heavy trucks may be financed through **5–7 year municipal equipment leases**
- Major equipment may be financed through **capital bonding**
- Fleet reserve funds should primarily support **down payments on large equipment**

Fleet Rotation Policy

Frontline plow trucks shall transition to **secondary fleet status** when replaced. Secondary vehicles may be retained for:

- backup snow operations
- limited seasonal use
- emergency reserve capacity

Payloader Replacement:

When the Highway Division of Public Works requests the purchase of a new payloader, both the oldest unit at the Highway Garage and the payloader assigned to the Transfer Station are evaluated. Upon replacement, the oldest Highway payloader is transferred to the Transfer Station. Because Highway payloaders are used daily for critical operations on public roads, their duty cycle is significantly higher than that of the Transfer Station payloader, which is used far less frequently and primarily remains on the Transfer Station, Animal Control, and Police Firing Range properties. Given that the Transfer Station payloader operates at roughly one-third of the duty cycle of a Highway unit, it is expected to remain serviceable through the next scheduled loader replacement at the Highway Garage.

Spare Trucks:

When a frontline truck has become close to its reliable service use the highway department will deem, when necessary, this truck becomes a spare. This will be around the 10th year of service.

Keeping spare trucks available for snowplow operations is essential to maintain reliable winter road service. Snowstorms place heavy, continuous demands on equipment, increasing the likelihood of mechanical failures, or maintenance downtime. If a plow truck becomes unavailable during a storm, a backup vehicle ensures routes can still be covered without delays that could compromise road safety and mobility. Spare trucks also allow maintenance crews to perform necessary repairs and preventive servicing without reducing operational capacity. By maintaining a small reserve fleet, agencies can respond quickly to equipment issues, sustain continuous snow removal, and ensure roads remain safe and accessible during severe winter weather. Spare trucks were used in every snow/ salting event this winter aside from three events. There were also several occasions where spares broke down, and the foreman vehicles were used to cover

Extended Warranties

Extended warranties can be a smart financial and operational choice for municipal trucks, offering budget stability and reduced risk for cities working with fixed annual budgets.

Budget Predictability

Extended warranties help municipalities:

- Lock in repair coverage for multiple years
- Avoid unexpected major repair costs
- Improve long-term fleet cost forecasting

This is especially valuable for expensive components like engines, transmissions, emissions systems, and hydraulics.

High Cost of Modern Repairs

Today's trucks contain complex technology—emissions systems, ECMs, automated transmissions, hydraulics—where a single repair can run **\$10,000–\$30,000+**. Extended warranties protect against these high-ticket failures after the factory warranty ends.

Severe Duty Use

Municipal trucks face harsh operating conditions (plowing, salting, heavy loads, rough roads) that accelerate wear, making failures more likely within the truck's lifespan.

Reduced Downtime

Warranty programs often provide:

- Priority dealer service
- OEM parts
- Faster repair authorization

This keeps essential services—like snow removal—running with fewer outages.

Long Ownership Cycles

Municipalities often keep trucks **10–15+ years**. Extended warranties cover the higher-risk years (typically 4–7) and protect costly drivetrain and electrical components.

When to Replace High-Maintenance Vehicles

Sometimes replacing a problem vehicle is cheaper than continuing repairs.

Repair Costs vs. Vehicle Value

If ongoing major repairs approach or exceed the truck's resale value, continuing to fix it is rarely cost-effective.

Breaking the Repair Cycle

Some vehicles develop recurring issues where one repair leads to another. Selling or trading can stop cycles of breakdowns and emergency expenses.

Reliability & Predictable Costs

A newer or replacement vehicle may offer:

- Predictable monthly expenses
- Improved reliability
- Less operational risk

Annual Review

The Highway fleet inventory and replacement schedule shall be **reviewed annually** during the budget process.

12. Conclusion

The Highway Division fleet replacement request for FY 2026–2027 represents the **first phase of correcting an aging fleet condition**, not a permanent expansion of fleet spending.

The Town is in a strong position to begin stabilizing the fleet program due to the availability of:

- **\$202,000 in the Truck Replacement Fund**
- **\$250,000 in FEMA reimbursement funding**

Strategic use of these resources allows the Town to:

- replace critical aging vehicles
- limit short-term operating budget impacts
- transition toward a sustainable fleet lifecycle program

Once legacy payments decline and backlog replacements are absorbed, the fleet program is expected to stabilize near **\$250,000 annually in capital contributions**, supporting reliable operations while maintaining responsible long-term financial planning.



RESOLUTION

WHEREAS, The Finance Department is requesting transfers between line items as attached in the General Fund and Special Fund so that expenses are recorded under the correct bond accounts based on the most recent bond structure and payment schedule; These transfers **do not affect cash or the overall budget**. They simply move amounts between line items within the same fund to ensure the bonds are allocated correctly for Fiscal Year 2025–2026. Approval of these transfers will allow finance to properly allocate funds to the designated line items and ensure expenses can be paid as planned; and

WHEREAS, The Finance Department is requesting approval to appropriate funds in the Special Fund to cover several budget line items. The requested appropriation will allow the transfer of funds to the appropriate accounts to ensure adequate funding levels for the remainder of the fiscal year. The requested appropriation will be funded through the following sources:

- \$324,020 to be supported by premium revenue, facilitating the necessary transfers to the applicable line items.
- \$107,095 is the remaining balance to be appropriated from Fund 015 and Fund 017.

NOW THEREFORE BE IT RESOLVED the Town Council hereby the requested appropriations to the applicable line items as presented in the attached schedule.

AND FURTHER BE IT RESOLVED, by vote of the Watertown Town Council, that the attached actions are taken relative to the transfer and appropriation of funds.

Dated at Watertown, Connecticut this 16th day of March, 2026.

Jonathan Ramsay, Chairman
Watertown Town Council

At a regular meeting of the Watertown Town Council held on Monday, March 16, 2026 the foregoing resolution was moved for adoption by Councilman/Councilwoman_____. The motion was supported by Councilman/Councilwoman_____.

Motion declared adopted.

Susan King, Clerk
Watertown Town Council

TRANSFERS FOR FY 2025-2026 FISCAL YEAR

GENERAL FUND TRANSFERS

No. 1

To:

010.50610.050.3078.9010	2021 BOND SERIES A	132,000.00
010.50620.050.3078.9010	2021 BOND SERIES A	2,640.00
		<u>134,640.00</u>

From:

010.50610.050.3240.9010	2024 BOND ISSUE SERIES B	87,000.00
010.50610.050.3080.9010	2022 BONDS	45,000.00
010.50620.050.3080.9010	2021 BOND SERIES A	2,640.00
		<u>134,640.00</u>

SPECIAL FUND TRANSFERS

No. 2

To:

019.50620.073.3080.9019	2024 BOND ISSUE SERIES B - Interest	112,175.00
019.50620.073.3008.9019	2019 BOND - Interest	11,664.00
019.50620.073.3080.9019	2022 BONDS - Interest	6,200.00
019.50610.073.3008.9019	2019 BOND - Principal	1,961.00
		<u>132,000.00</u>

From:

019.50610.073.3078.9010	2021 BOND SERIES A Principal	<u>132,000.00</u>
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SPECIAL FUND TRANSFERS

No. 3

To:

019.50610.073.3008.9019	2019 BOND - Principal	<u>2,640.00</u>
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From:

019.50610.073.3078.9019	2021 BOND SERIES A - Interest	<u>2,640.00</u>
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SPECIAL FUND TRANSFER TO REFLECT USING EXISTING REVENUE

No. 4

To:

019.50620.073.3008.9019	2019 BOND - Principal	16,899.00
019.50610.3080.9019.2022	2022 BOND - Principal	28,905.00
		<u>45,804.00</u>

From:

019.40775.460.3012.0000	CONCORD AND LEXINGTON	\$13,902.62
019.40780.460.3012.0000	CONCORD AND LEXINGTON	\$29,293.71
019.40780.460.3177.0000	OAK DRIVE - SANITARY SEWER	\$2,608.00
		<u>45,804.33</u>

APPROPRIATIONS FOR FY 2025-2026 FISCAL YEAR

SPECIAL FUND APPROPRIATIONS

No. 1

To:

019.40826.460.3251.0000	TRANSFER FROM FUND 220 DEBT SERVICE	<u>324,020.00</u>
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From:

220.50605.049.0000.0000	TRANSFER TO 219 W&S DEBT	<u>324,020.00</u>
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SPECIAL FUND APPROPRIATIONS

No. 2

To:

019.50610.073.3080.9019	2022 BOND - Principal	20,095.00
019.50610.073.3240.9019	2024 BOND ISSUE SERIES B - Principal	87,000.00
		<u>107,095.00</u>

From:

015.50605.074.0000.9015	TRANSFER TO W&S DEBT	53,547.50
017.50605.075.000.9017	TRANSFER TO 019_W&S_Debt	53,547.50
		<u>107,095.00</u>

QUOTE

Quote No: 03112026

Date Issued: March 11, 2026

Quote Expires on: April 11, 2026

Town Council
Regular Meeting 03/16/2026
Item: 9 (b)



CLIENT

TOWN OF WATERTOWN, CT

61 Echo Lake Road
Watertown, CT 06795

PREPARED BY

TWIN LAKES CONSULTING

24 Rowley St,
Winsted, CT 06098

DESCRIPTION

RATE

Twin Lakes Consulting will provide payroll support services to the Town of Watertown, CT at a rate of \$2,250 per bi-weekly service period, representing an estimated 30 hours of payroll support during each bi-weekly period.

\$2,250/Bi-Weekly

ENGAGEMENTS TERMS

This agreement reflects a bi-weekly engagement of payroll support services provided at a rate of \$2,250/ bi-weekly, covering an estimated 30 hours of service bi-weekly. Any additional hours or adjustments to this scope may be made upon mutual agreement. Work will be invoiced bi-weekly, with payment due Net 30 from the invoice date. All work will be billed based on actual time spent by Twin Lakes personnel. Estimates provided are for planning purposes only and do not represent a fixed or capped cost unless otherwise stated in writing. Twin Lakes LLC reserves the right to revise rates, scope, or scheduling based on evolving needs or changes initiated by the client. All requests must be submitted in accordance with the project guidelines outlined above. This agreement is valid for 30 days from the date issued. For additional terms and conditions, including liability, warranty, and support policies, please refer to the Twin Lakes LLC Master Services Agreement.

On Behalf of the Town of Watertown, CT

03/11/2026

Date

Info@twinlakestech.org

860.362.1200

TwinLakesLLC.org

Terms and Conditions
of Temporary Employment Agreement

These Terms and Conditions shall pertain to that certain Agreement between the Town of Watertown (the "Town") as employer and Twin Lakes Consulting ("Twin Lakes") as staffing agency for payroll support services dated as of March , 2026 (the "Agreement"). The provisions of these Terms and Conditions shall be read in conjunction with and become a part of the Agreement, but shall take precedence over the Agreement. In the event there is any inconsistency between the Agreement and these Terms and Conditions, these Terms and Conditions will control.

1. Twin Lakes will carry normal amounts of general liability, professional liability and Worker's Compensation insurance covering the employee, naming the Town as an additional insured as to liability and professional liability.
2. Twin Lakes will be responsible for all employment responsibilities including, but not limited to, employee payroll, taxes, benefits, discipline, etc. Twin Lakes will be responsible for complying with all local, state and federal requirements applicable to the employee.
3. The scope of the employee's duties shall be documented by separate agreement between the Town and Twin Lakes in order to specifically delineate what matters will be outside, or in addition to the assigned duties.
4. The Town and Twin Lakes shall agree on the chain of command to be followed by the employee.
5. Either party may terminate the Agreement without cause by written notice to the other party given at least seven (7) days prior to the anticipated termination. Upon termination, the Town shall pay for all services already rendered by the employee but shall bear no other obligation to Twin Lakes as of the effective date of the termination. The Town shall have the authority to request that any employee hired under the Agreement be replaced if desired by the Town.
6. The Town is a Connecticut municipality and, in the event that the appropriation for the employee's position is not made, the Agreement will terminate immediately upon the term of the prior appropriation.

CONSULTING SERVICES AGREEMENT

This Agreement entered into by and between **Above Target HR Consulting LLC (CONSULTANT)** located at 609 West Johnson Ave, Suite 109, Cheshire, CT 06410 and **Town of Watertown, CT. (CLIENT)**, located at Town Hall, 61 Echo Lake Rd., Watertown, CT 06795.

TERMS: Services will commence on this 13th day of March, 2026 and will end upon completion of the agreed upon services.

SERVICES: CONSULTANT will assist the CLIENT in recruiting the Human Resources Director and Assistant Water and Sewer Superintendent positions to include, but not be limited to, reviewing applications, conducting phone interviews, and participating in the first round of in-person interviews.

PAYMENT TO CONSULTANT: Services are billed at **\$125.00 per hour** for work performed in accordance with this agreement.

PAYMENT TERMS FOR SERVICES: The CLIENT agrees to pay for all Services rendered on a bi-weekly basis. Interest of 1% per month will be charged on unpaid fees more than 30 days past due.

EXPENSES: CLIENT agrees to reimburse the CONSULTANT for all reasonable expenses incurred during the term of the agreement. The CONSULTANT will provide receipts for expenses if requested by the CLIENT to process reimbursement of expenses.

AMENDMENT OR TERMINATION: Any amendment to this Agreement must be in writing and signed by both parties. This Agreement may be terminated by either party for any reason upon giving thirty (30) calendar days' notice to the other party.

INDEPENDENT CONTRACTOR STATUS: The CONSULTANT, under the code of the Internal Revenue (IRS), is an independent contractor and as such shall not be deemed, the CLIENT'S employee. In its capacity as an independent contractor, the CONSULTANT agrees and represents:

- a.) CONSULTANT has the right to perform Services for others during the term of this Agreement;
- b.) CONSULTANT has the right to control and direct the means, manner, and method by which the Services required under this Agreement will be performed.

GOVERNING LAW: This agreement will be governed by and enforced in accordance with the laws of the state of Connecticut. The parties agree that state and federal courts within the state of Connecticut shall have the exclusive jurisdiction over any litigation brought or arising out of this agreement.

COST OF ENFORCING AGREEMENT: In the event the CONSULTANT institutes litigation to enforce its rights under this agreement and is the prevailing party in such litigation, the CONSULTANT shall be entitled to costs of suit and reasonable attorney fees incurred by it in connection with such litigation.

ENTIRE AGREEMENT: The above Agreement is intended to cover only the HR Policy Audit of the **Town Manager's Office** by the CONSULTANT which is anticipated to be completed in 10 hours of

CONSULTING SERVICES AGREEMENT

work or less. Once the audit is complete, a more comprehensive scope of work will be developed and incorporated into a new Agreement to be signed between the CONSULTANT and the CLIENT.

This Agreement, along with any attachments or addendums, represents the entire agreement between the parties. Therefore, this Agreement supersedes any prior agreements, promises, conditions, or understandings between the CLIENT and CONSULTANT. This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the dates written hereunder.

Town of Watertown, CT

Above Target HR Consulting LLC

By: _____

By: Maria Joy – HR Consultant

Name and title of client representative

Name and title of firm representative

Maria Joy 3/13/2026

Signature and date

Signature and date



RESOLUTION

WHEREAS, expenses in the 2025-2026 fiscal year require the transfer of funds:

NOW THEREFORE BE IT RESOLVED, by vote of the Watertown Town Council, that the following actions are taken relative to the transfer of funds.

GENERAL FUND – MISC. CENTRAL

AMOUNT: \$16,299.80 NO: 1
FROM: 010-50690-046-0000-9010 - Contingency
TO: 010-50340-040-1359-9010 – Insurance Package
REASON: Additional expenses.

Dated at Watertown, Connecticut this 16th day of March, 2026.

Jonathan Ramsay, Chairman
Watertown Town Council

At a regular meeting of the Watertown Town Council held on Monday, March 16, 2026 the foregoing resolution was moved for adoption by Councilman/Councilwoman_____. The motion was supported by Councilman/Councilwoman_____.

Motion declared adopted.

Susan King, Clerk
Watertown Town Council



Town Council
Regular Meeting 03/16/2026
Item: 9g

RESOLUTION

WHEREAS, taxpayers have applied for Tax Refunds pursuant to Connecticut General Statutes, Refund of Excess Payments; and

WHEREAS, the Tax Collector certified the refunds in accordance with the provisions of Refund Statutes; and

WHEREAS, to refund taxpayers monies must be appropriated into the budget line item to expend the funds.

NOW THEREFORE BE IT RESOLVED, that the Town Council appropriates \$784.45 to line item 010.50341.043.0102.9010 from the General Fund for tax refunds.

Dated at Watertown, Connecticut this 16th day of March, 2026.

Jonathan Ramsay, Chair
Watertown Town Council

At a regular meeting of the Watertown Town Council held on March 16, 2026, the foregoing resolution was moved for adoption by Councilman/Councilwoman _____.
The motion was supported by Councilman/Councilwoman _____.

Motion declared adopted.

Susan King, Clerk
Watertown Town Council



RESOLUTION

WHEREAS, taxpayers have made applications for property tax refunds in accordance with C.G.S. Sections *Refunds of Excess Payment*:

WHEREAS, per State Statute, the Tax Collector shall, after examination of such application, refer the same, with recommendations thereon, to the Town Council, and shall certify to the amount of refund, if any, to which the applicant is entitled.

WHEREAS, Upon receipt of such application and certification, the Town Council shall draw an order upon the Finance Department in favor of such applicant for the amount of refund so certified.

NOW THEREFORE BE IT RESOLVED that the Town Council authorizes a request that the Finance Department shall issue the payments for the certified refunds.

Dated at Watertown, Connecticut this 16th day of March, 2026

Jonathan Ramsay, Chair
Watertown Town Council

At a regular meeting of the Watertown Town Council held on March 16, 2026, the foregoing resolution was moved for adoption by Councilman/Councilwoman _____.
The motion was supported by Councilman/Councilwoman _____.

Motion declared adopted.

Susan King, Clerk
Watertown Town Council

ACTION TAKEN BY THE TOWN COUNCIL: Refund Property Taxes, Interest and Fees of \$_____

At a regular meeting of the Town Council held on _____,

refunds were authorized to the below applicants.

Bill #	Name	Address	City/State/Zip	Prop Loc/Vehicle Info.	Reason	Tax	Int	Fee	Refund
2024-04-82416	DELEON ALVINNICHOLAS G	80 POND VIEW DR	WATERTOWN, CT	2015/1HGCR2F85FA259325	Sec. 12-129 Refund of Excess payments -	29.92	-	-	29.92
2024-01-2158	DEPOT SQUARE LLC	51 DEPOT ST 502A	WATERTOWN, CT	51 DEPOT ST	Sec. 12-129 Refund of Excess Payments.	379.56	-	-	379.56
2024-01-56398	ECHEVARRIA ROBERT	418 PIERPONT RD	WATERBURY, CT	2007/1HGCM72727A017909	Sec. 12-129 Refund of Excess Payments -	6.03	-	-	6.03
2024-04-82416	KALIN OAK PROPERTIES LLC	482 MAIN ST	OAKVILLE, CT 067	470 MAIN ST	Sec. 12-129 Refund of Excess payments -	368.94	-	-	368.94
						784.45	-	-	784.45

Susan King, Clerk of the Town Council

				2.9.2026				
		FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR
Account	Description	2024-2025	2025-2026	2025-2026	2025-2026	2026-2027	2026-2027	2026-2027
		Actual	Adopted	Expended	1 Year	Department	Town Manager	Town Council
		Expenditures	Budget	To Date	Estimate	Recommended	Recommended	Recommended
030 - Public Works - Eng/Admin								
501 - Personnel Services								
010.50110.030.0011.9010	DIRECTOR PUBLIC WORKS	142,825	146,810	84,526	146,810	146,810	146,810	
010.50110.030.0013.9010	TOWN ENGINEER	112,078	107,080	65,694	107,080	115,588	115,588	
010.50110.030.0033.9010	ENGINEERING TECHNICIAN II	94,328	198,198	122,366	198,198	224,533	224,533	
010.50110.030.0034.9010	ENGINEERING TECHNICIAN I	92,788	-	-	-			
010.50110.030.0122.9010	ASST. TOWN ENGINEER	87,302	86,702	54,471	86,702	94,494	94,494	
010.50110.030.2110.9010	ADMIN ASST	59,968	62,217	38,152	62,217	70,835	70,835	
010.50120.030.2651.9010	ENGINEERING INTERN	1,535	9,000	-	9,000	9,000	9,000	
010.50125.030.2988.9010	GRANT WRITER	2,372	15,000	5,669	15,000	20,000	20,000	
010.50130.030.0000.9010	OVERTIME	30,173	20,000	3,115	20,000	20,000	20,000	
010.50145.030.0000.9010	LONGEVITY	700	700	-	700	700	700	
010.50146.030.0000.9010	UNIFORM ALLOWANCE	900	900	1,100	900	1,100	1,100	
010.50220.030.0000.9010	EMPLOYEE'S RETIREMENT	21,173	-	13,698	-	-	-	
503 - Purchase Services								
010.50310.030.3225.9010	ENGINEERING FEES	-	43,500	15,382	43,500	45,000	45,000	
010.50310.030.0000.9010	PROF & TECH SERVICES	1,000	-	-	-			
010.50310.030.0342.9010	DESIGN/INSPECTION FEES	6,000	-	-	-			
010.50310.030.0470.9010	CONSULTANT TOWN ENGINEER	19,695	-	-	-			
010.50310.030.1632.9010	STORM WATER PLAN	1,935	-	-	-			
010.50310.030.1903.9010	GIS	6,315	-	-	-			
010.50315.030.0000.9010	MAINTENANCE	-	18,900	8,954	18,900	19,900	19,900	
010.50319.030.0000.9010	VEHICLE MAINTENANCE	1,762	-	-	-			
010.50320.030.0000.9010	COMMUNICATION EQUIP MAINT	842	-	-	-			
010.50321.030.0000.9010	OTHER EQUIPMENT MAINT	4,064	-	-	-			
010.50312.030.0000.9010	EMPLOYEE EXPENSES	-	5,250	1,668	5,250	5,750	5,750	
010.50329.030.0000.9010	TRAINING-MTGS W/O TRAVEL	3,850	-	-	-			
010.50332.030.0000.9010	MAINTENANCE AGREEMENTS	7,626	-	-	-			
010.50337.030.0000.9010	MILEAGE ALLOWANCE	-	-	-	-			
010.50339.030.0000.9010	MEMBERSHIPS	644	-	-	-			

504 - Supplies & Materials								
010.50408.030.0000.9010	SUPPLIES, PARTS, & MATERIALS	-	6,500	3,105	6,500	7,500	7,500	
010.50401.030.0000.9010	OFFICE SUPPLIES	2,576	-	-	-			
010.50405.030.0000.9010	REFERENCE MATERIALS	-	-	-	-			
010.50406.030.1918.9010	SOFTWARE	1,132	-	-	-			
010.50415.030.0000.9010	EQUIPMENT PARTS	108	-	-	-			
505 - Equipment & Improvements								
010.50500.030.0000.9010	EQUIPMENT & IMPROVEMENTS	-	70,286	61,996	70,286	85,000	85,000	
010.50540.030.0000.9010	FURNITURE - OFFICE	2,500	-	-	-			
010.50561.030.0512.9010	COMPUTER	6,548	-	-	-			
010.50561.030.0678.9010	COPY MACHINE	-	-	-	-			
010.50561.030.2266.9010	SURVEY EQUIPMENT	700	-	-	-			
010.50561.030.3120.9010	PLOTTER - SHARE ENG/P&Z	4,786	-	-	-			
Public Works - Eng/Admin Total		718,223	791,043	479,895	791,043	866,210	866,210	-

		<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>
<u>Account</u>	<u>Description</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2025-2026</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>2026-2027</u>	<u>2026-2027</u>
		<u>Actual</u>	<u>Adopted</u>	<u>Expended</u>	<u>1 Year</u>	<u>Department</u>	<u>Town Manager</u>	<u>Town Council</u>
		<u>Expenditures</u>	<u>Budget</u>	<u>To Date</u>	<u>Estimate</u>	<u>Recommended</u>	<u>Recommended</u>	<u>Recommended</u>
031 - Public Works - Highway								
501 - Personnel Services								
010.50110.031.0024.9010	HIGHWAY SUPERINTENDENT	100,338	101,989	59,720	101,989	104,539	104,539	
010.50110.031.0046.9010	HIGHWAY PERSONNEL	1,283,611	1,348,901	787,856	1,348,901	1,426,443	1,426,443	
010.50110.031.0049.9010	WORKING FOREMEN	228,825	243,797	145,960	243,797	243,798	243,798	
010.50125.031.0000.9010	TEMPORARY SALARIES	67,498	65,000	12,763	65,000	65,000	65,000	
010.50130.031.0000.9010	OVERTIME	101,310	101,150	52,838	101,150	101,150	101,150	
010.50146.031.0230.9010	SHOE ALLOWANCE	6,968	6,600	4,500	6,600	7,200	7,200	
010.50147.031.0000.9010	CLOTHING ALLOWANCE	7,059	8,800	5,413	8,800	9,600	9,600	
010.50149.031.0229.9010	TOOL ALLOWANCE	900	900	-	900	900	900	
010.50220.031.0000.9010	EMPLOYEE'S RETIREMENT	55,780	-	37,498	-	-	-	
503 - Purchase Services								
010.50321.031.0000.9010	EMPLOYEE EXPENSES	-	13,700	6,500	13,700	13,700	13,700	
010.50310.031.0880.9010	DRUG TESTING	4,840	-	-	-	-	-	
010.50310.031.1632.9010	STORM WATER PLAN	1,308	-	-	-	-	-	
010.50322.031.0000.9010	RENTALS	-	53,250	-	53,250	-	-	
010.50315.031.0000.9010	MAINTENANCE	-	71,300	32,214	71,300	71,300	71,300	
010.50317.031.0000.9010	MAINT LAND & BUILDINGS	14,585	-	660	-	-	-	
010.50318.031.0000.9010	MAINT NOT BUILDINGS	10,818	-	-	-	-	-	
010.50318.031.0694.9010	TRAFFIC PAINTING	20,000	-	-	-	-	-	
010.50416.031.0000.9010	TOOL, PARTS, & EQUIPMENT	-	245,650	134,108	245,650	247,950	247,950	
010.50319.031.0000.9010	VEHICLE MAINTENANCE	79,546	-	-	-	-	-	
010.50320.031.0000.9010	COMMUNICATION EQUIP MAINT	1,736	-	-	-	-	-	
010.50321.031.0000.9010	OTHER EQUIPMENT MAINT	6,999	-	-	-	-	-	
010.50322.031.0000.9010	RENTALS	-	-	6,048	-	53,250	53,250	
010.50329.031.0000.9010	TRAINING-MTGS W/O TRAVEL	1,290	-	-	-	-	-	
010.50335.031.0000.9010	LAUNDRY & DRY CLEANING	3,494	-	-	-	-	-	
010.50339.031.0000.9010	MEMBERSHIPS	50	-	-	-	-	-	
010.50355.031.0000.9010	RENTALS CONSTRUCTION EQUIP	35,170	-	-	-	-	-	

		<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>
<u>Account</u>	<u>Description</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2025-2026</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>2026-2027</u>	<u>2026-2027</u>
		<u>Actual</u>	<u>Adopted</u>	<u>Expended</u>	<u>1 Year</u>	<u>Department</u>	<u>Town Manager</u>	<u>Town Council</u>
		<u>Expenditures</u>	<u>Budget</u>	<u>To Date</u>	<u>Estimate</u>	<u>Recommended</u>	<u>Recommended</u>	<u>Recommended</u>
032 - Public Works - Snow, Emergencies, Natural Disasters, Drainage (SEND)								
501 - Personnel Services								
010.50130.032.0000.9010	OVERTIME	182,839	200,000	198,547	200,000	200,000	200,000	
010.50220.032.0000.9010	EMPLOYEE'S RETIREMENT	5,137	-	6,000	-	-	-	
503 - Purchase Services								
010.50310.032.3224.9010	WINTER, SUPPLIES, & SUPPORT	-	253,500	136,531	253,500	253,500	253,500	
010.50310.032.1712.9010	WEATHER SERVICE	4,611	-	-	-			
010.50319.032.0000.9010	VEHICLE MAINTENANCE	15,000	-	-	-	-	-	
010.50319.032.2720.9010	VEHICLE REHAB	40,232	-	-	-	-	-	
504 - Supplies & Materials								
010.50411.032.1436.9010	COLD PATCH	3,695	-	-	-	-	-	
010.50415.032.0000.9010	EQUIPMENT PARTS	18,950	-	-	-	-	-	
010.50415.032.2319.9010	PLOW BLADES	15,000	-	-	-	-	-	
010.50419.032.0000.9010	SAND & SALT	208,207	-	-	-	-	-	
505 - Equipment & Improvements								
010.50528.032.0000.9010	VEHICLE & EQUIPMENT PARTS/MATERIALS	-	97,000	45,802	97,000	104,900	104,900	
010.50577.032.2803.9010	REPLACEMENT PLOW	15,000	-		-	-	-	
010.50577.032.3020.9010	MULTI-HOG	-	-		-	-	-	
010.50530.032.0000.9010	DRAINAGE FEES & SUPPLIES	-	254,500	62,890	254,500	254,500	254,500	
Public Works - Snow Removal Total		508,671	805,000	449,770	805,000	812,900	812,900	-

		<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>
<u>Account</u>	<u>Description</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2025-2026</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>2026-2027</u>	<u>2026-2027</u>
		<u>Actual</u>	<u>Adopted</u>	<u>Expended</u>	<u>1 Year</u>	<u>Department</u>	<u>Town Manager</u>	<u>Town Council</u>
		<u>Expenditures</u>	<u>Budget</u>	<u>To Date</u>	<u>Estimate</u>	<u>Recommended</u>	<u>Recommended</u>	<u>Recommended</u>
033 - Public Works - Solid Waste								
501 - Personnel Services								
010.50120.033.2091.9010	TRANSFER STATION ATTND	70,519	75,550	40,878	75,550	75,733	75,733	
010.50125.033.0000.9010	TEMPORARY SALARIES	22,924	35,543	12,367	35,543	35,543	35,543	
010.50130.033.0000.9010	OVERTIME	4,054	5,000	4,097	5,000	7,000	7,000	
010.50146.033.0230.9010	SHOE ALLOWANCE	-	600	33	600	600	600	
010.50220.033.0000.9010	EMPLOYEE'S RETIREMENT	4,212	-	2,631	-	-	-	
503 - Purchase Services								
010.50310.033.3229.9010	WASTE & RECYCLING	-	164,840	67,254	164,840	178,571	178,571	
010.50310.033.0134.9010	HAZARDOUS WASTE COLLECTION	10,412	-	-	-	-	-	
010.50310.033.3230.9010	RESIDENTIAL WELLS & DEEP FEES	-	50,360	33,020	50,360	75,000	75,000	
010.50310.033.1340.9010	SAMPLE EXISTING WELLS	31,675	-	-	-	-	-	
010.50310.033.1341.9010	REPORT ON EXISTING WELLS	12,360	-	-	-	-	-	
010.50500.033.3231.9010	MAINTENANCE, EQUIPMENT, & SUPPLIES	-	48,200	21,588	48,200	48,200	48,200	
010.50310.033.1632.9010	STORM WATER PLAN	3,222	-	-	-	-	-	
010.50317.033.0000.9010	MAINT LAND & BUILDINGS	20,436	-	-	-	-	-	
010.50319.033.0000.9010	VEHICLE MAINTENANCE	2,029	-	-	-	-	-	
010.50323.033.0000.9010	UTILITIES - ELECTRIC	12,547	2,832	710	2,832	2,832	2,832	
010.50329.033.0000.9010	EMPLOYEE EXPENSES	49	-	-	-	-	-	
010.50360.033.0000.9010	SOLID WASTE CRRA FEES	104,362	-	-	-	-	-	
010.50360.033.1402.9010	HAZ WASTE SITE FEES	2,990	-	-	-	-	-	
010.50361.033.1561.9010	RECYCLING	11,750	-	-	-	-	-	
504 - Supplies & Materials								
010.50401.033.0000.9010	OFFICE SUPPLIES	2,261	-	-	-	-	-	
010.50411.033.0000.9010	MAINT SUPPLIES NOT BLDGS	183	-	-	-	-	-	
010.50415.033.0000.9010	EQUIPMENT PARTS	2,525	-	-	-	-	-	
010.50450.033.0000.9010	UNIFORM/PROTECTIVE CLOTHES	400	-	-	-	-	-	
505 - Equipment & Improvements								
010.50529.033.2216.9010	ENVIR. REMEDIATION	10,848	-	-	-	-	-	
010.50529.033.2641.9010	COVERED DUMPSTER	6,800	-	-	-	-	-	
Public Works - Solid Waste Total		336,558	382,925	182,577	382,925	423,479	423,479	-

		<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>	<u>FISCAL YEAR</u>
<u>Account</u>	<u>Description</u>	<u>2024-2025</u>	<u>2025-2026</u>	<u>2025-2026</u>	<u>2025-2026</u>	<u>2026-2027</u>	<u>2026-2027</u>	<u>2026-2027</u>
		<u>Actual</u>	<u>Adopted</u>	<u>Expended</u>	<u>1 Year</u>	<u>Department</u>	<u>Town Manager</u>	<u>Town Council</u>
		<u>Expenditures</u>	<u>Budget</u>	<u>To Date</u>	<u>Estimate</u>	<u>Recommended</u>	<u>Recommended</u>	<u>Recommended</u>
035 - Public Works - Tree Removal								
503 - Purchase Services								
010.50310.035.3232.9010	TREE EXPENSES & REPLACEMENT		99,500	63,333	99,500	107,788	107,788	
010.50318.035.0000.9010	MAINT NOT BUILDINGS	54,998	-	-	-	-	-	
010.50318.035.1550.9010	MAIN STREET TRIM	5,000	-	-	-	-	-	
010.50318.035.2366.9010	TREE REPLACEMENTS	3,442	-	-	-	-	-	
010.50318.035.2857.9010	ASH REMOVAL PROGRAM	5,500	-	-	-	-	-	
010.50318.035.2891.9010	MAIN STREET CEMETERY	6,000	5,000	-	5,000	5,000	5,000	
Public Works - Tree Removal Total		74,940	104,500	63,333	104,500	112,788	112,788	-

TOWN OF WATERTOWN						
FINANCE BUDGET BOOK - Revenue						
Account	Description	2024-2025	2025-2026	2025-2026	2026-2027	
		Adopted Budget	Adopted Budget	Received to Date	Estimated Revenue	
Town Road Aid						
062.40810.460.0000.0000	STATE OF CONNECTICUT - IMPROVED INFASTRUCTURE	-	353,025	235,886	-	
062.40810.460.0917.0000	IMPROVED ROADS	353,025	-	-	-	
Town Road Aid Totals		353,025	353,025	235,886	-	

TOWN OF WATERTOWN					
FINANCE BUDGET BOOK - Revenue					
Account	Description	2024-2025	2025-2026	2025-2026	2026-2027
		Adoped Budget	Adopted Budget	Received to Date	Estimated Revenue
LOCIP					
075.40810.460.1565.0000	STATE OF CT GRANT	151,719	239,562	-	-
LOCIP Revenue Totals		151,260	239,562	-	-

LOCIP

<u>Account Number</u>	<u>Account Description</u>	<u>Includes</u>

LOCIP

Inactivated

<u>Account Number</u>	<u>Account Description</u>

LOCIP

Brand New Line Items Added in GL

<u>Account Number</u>	<u>Account Description</u>
New Line Item	HAZARDOUS TREE REMOVAL (LOCIP CGS-Y)
New Line Item	CULVERT REPLACEMENT (Design/Construction) (LOCIP CGS-C&E)
New Line Item	ESTABLISHMENT OF GREENWAY TRAILS (LOCIP CGS-T)

TOWN OF WATERTOWN

DEPARTMENTAL REPORTS

Building

Fire Department

Land Use

Parks, Recreation, Senior/Social Services

Police Department

Town Clerk

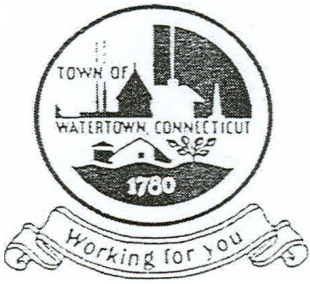
1780

Prepared for the:

Monday, March 16, 2026

Town Council Meeting

Working for you



TOWN OF WATERTOWN CONNECTICUT

Building Inspector's Office
61 Echo Lake Rd.
Watertown, Connecticut 06795
Tel: 860-945-5264 Fax: 860-945-2704

March 11, 2026

To: Mark Raimo

From: Jeffrey Biolo Building Official

RE: Department Activities: February 2026

The Building Department issued 58 permits during February 2026.

Building permits-	12
Electrical permit-	15
HVAC permits-	18
New construction-	4
Plumbing permits-	7
Roofing permits-	1
Siding-	1

The total fee cost generated is \$18,510.00.

The net value of the permit projects is \$1,193,364.64.

There are many projects in town that the Building Department is currently involved in.

These projects include: Ongoing subdivision, Turnberry Estates, on Pondview Dr.

With Certificates of Occupancy being issued.

Building of a 13,200 square foot shop building on Dinunzio RD.

Fire Dept. Monthly Town Council Reporting March 16, 2026

Incident Reponses 01/01/2026 to 03/10/2026 -**542**

Total incidents February - **219**

Total medical incidents February-**151**

Total fire incidents February - **68**

Mutual Aid requests February- **0**

Structure fires February – **(2)** 146 Bayview Cir – 112 Franklin Av

MVA w/ Injury February- **6**

Total Vol. Asso. Membership to date – **72** - There are 2 new applicants at this time

Total members on Leave - **7** (5 Medical - 1 Personal -1 Military)

Total Active Membership - **65**

Total Apparatus drivers - **29**

Total Vol. EMRs **15**

Total Vol. EMTs **28**

Total Vol. Paramedic **3**

Fire Junior Corp. **2**-- 2 new applications are pending

The Fire Dept. continues to sponsor monthly Red Cross Blood Drives, next date is 03/26/2026

The Fire Dept. continued during 2026 to provide residents with emergency responses of 69% medical calls and 31% fire - misc. calls

The Fire Dept. participated in EMS Standby at Camp Mataucha on Feb 21 for their annual camp fundraiser Chili Challenge ice water plunge. 21 sponsors took the plunge.

The Fire Dept. on 02/22/2026 during the 1 Foot + Blizzard, had firefighters on standby at each station from 9pm to 6am, to provide a timely response to incidents, due to road conditions

The vehicle fleet is in good shape, 61.5 % of the FY 25-26 vehicle Maint. budget has been spent.

Respectfully, Chief David Bromley



Town of Watertown Connecticut

Planning and Zoning, Zoning Board of Appeals,
Conservation Commission/Inland Wetland Agency

Watertown Municipal Center

61 Echo Lake Road

Watertown, CT 06795

Telephone: (860) 945-5266

Website: www.watertownct.org

March 10, 2026

To: Mark Raimo, Town Manager

From: Spencer Musselman, Land Use Administrator

RE: Department Activities February 2026

In the month of February 2026, the Land Use Office issued 17 permits, generating fees to the Town of \$4,990 and having an approximate net value of \$1,261,573.

Notable projects include:

- Certificate of Zoning Compliance was issued for Qdoba located in the 10 Acre Mall on Straits Turnpike.
- Construction of Turnberry age restricted housing Phase II continues, and Phase I units are beginning to apply for CO's.
- A 2-lot industrial subdivision was approved on Echo Lake Road along with a site plan for the construction of a 22,800 ft² light industrial building. MBL# 104-090-23A.
- An application from Taft School for the construction of (2) two 45,000 ft² dormitories with associated drainage improvements, walkways and interior roadway construction is being reviewed by the CCIWA and PZC.
- Planning for the 2027 POCD update has started.

Staff continue to meet through the pre-application process with residents and developers interested in pursuing a variety of development projects in Town.

Please let me know if you require any additional information.

Respectfully submitted,

Spencer Musselman, CZEO
Land Use Administrator
Town of Watertown, CT



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



Joshua N. Bernegger
Chief of Police

Renee Dominguez
Deputy Chief

TO: Town Manager Mark Raimo
Watertown Town Council
Watertown Police Commission

FROM: Joshua Bernegger, Chief of Police

DATE: 11 March 2026

RE: March 2026 Chief's Report

- 1) The Watertown Police Department has one recruit officer attending the police academy in New Haven, scheduled to graduate on July 30th.
- 2) Interviews for a second new hire will take place on March 31st and April 1st. This hire will replace Master Sgt. Jay DeMarest, who is scheduled to retire in September.
- 3) A new Communications Supervisor has been hired and started work on March 9th.
- 4) A new assistant animal control officer has been given a conditional offer of employment. A background check is underway.
- 5) The Town of Watertown Radio Communications Upgrade Project continues as scheduled. NORCOM is working on installing new equipment at each of our tower sites.
- 6) The Watertown Police Department participated in a Coffee With A Cop event hosted by Gayle's Farmeshoppe on 3/5/26.
- 7) The police department is onboarding new electronic scheduling and payroll software, which will integrate electronically with the Town's payroll system. The software should be online in a couple of months.
- 8) The Department will be receiving three new patrol vehicles within a week.
- 9) WPD will be promoting a Special Olympics fundraiser hosted by Jersey Mikes on 3/25/2026. Proceeds from sales at all Connecticut Jersey Mike's locations on that date will go to Special Olympics.
- 10) The annual Crimestoppers pasta dinner will be held on 4/22/26 at the Grand Oak Villa. Lt. Chris Paquin has been selected as Crimestopper of the Year.



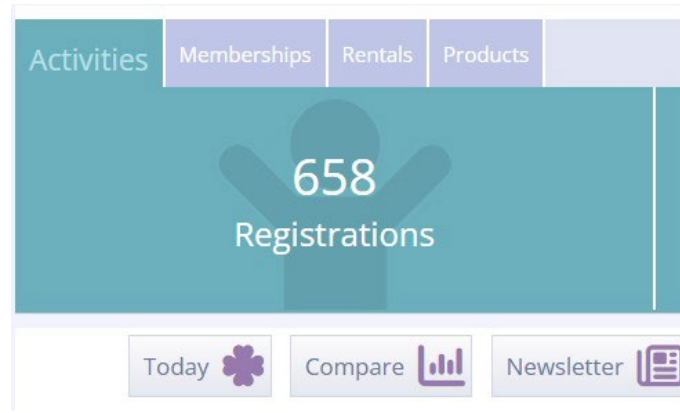
WATERTOWN, CONNECTICUT

PARKS, RECREATION, SENIOR, & SOCIAL SERVICES

61 ECHO LAKE ROAD WATERTOWN, CONNECTICUT 06795-2629
MAIN OFFICE (860) 945- 5246 FAX (860) 945- 4734



February 2026 MONTHLY REPORT



Myrec 2/01/2026-2/28/2026

A message from the director, Michael Ganem:

As winter leaves us and spring arrives, please join me to acknowledge our men and women who worked through what seemed to me a brutal winter. It's been years since I remember being advised to stay off the road and not report to work. And yet, our snowplow drivers and shovellers made way for our first responders and critical workers so that we could all feel a little safer.

While many of us hunkered down during the past couple of storms, these brave men and women logged tremendously long and continuous hours. THANK YOU!

Recreation:

- Several new programs launched this month, including *Women's Self Defense, America's Boating Course, Be My Valentine Cooking Class, Kids Play; Parents Away, Galentine's Day, Basic First Aid/CPR, and Sewing Class*. All programs had great attendance and positive feedback.
- The Watertown Parks & Recreation Department hosted a Winter Coloring Contest. Children were encouraged to use their imagination and incorporate creative materials such as glitter, feathers, crayons, markers, and beads. Winners were selected by age group (Preschool, Kindergarten, 1st, 2nd, 3rd, and 4th grades). All participants received a prize for their efforts.
- Attendance at Adult Open Gym – Basketball (Wednesdays) has remained consistent. Taft Open Ice Skating concluded on Sunday, February 22nd, marking one of the strongest years for participation.

- The Shamrock Shuffle Committee met almost weekly throughout February. Planning is progressing smoothly. As of February 27th, over 300 participants are registered
- The Watertown Recreation Swim Team completed a successful 54th season. Congratulations to the team on finishing second at the Yankee Swim League Championships.
- Our Youth Basketball and Travel Leagues have approximately two weeks remaining in their seasons. Team and individual photos, along with certificates, were distributed. Coaches and players are looking forward to upcoming tournament games scheduled for next month.
- The Summer Activities Guide will be available March 30. It will be posted on our website, shared on Facebook, and hard copies will be available in the office for community members.
- The Summer Night Out – Block Party dates have been approved for July 11th and August 8th. Giulianna Guerrera, Special Events Coordinator, has been working hard to make this year’s events bigger and better.

Social Services:

- Received two very generous donations from New Morning Market in Woodbury and Connecticut Community Foundation
- Community Food Drives: Food drives were successfully hosted by several community partners
 - Polk School
 - Oakville Library
 - VFW Post 5157
- Assisted 5 families with their electric bills, ensuring continued access to electricity
- Assisted 3 homeless families with shelter, directed them to get temporary housing and support during their time in need

Senior Center:

- **(5)** New FASC Members came on board in February 2026.
- **(16)** Seniors attended a **Bus Trip to Kaynor Café** on Monday, February 2 and enjoyed a delicious meal prepared by the Culinary Students.
- Our bi-monthly FREE **Zumba Class** sponsored by **Oak St Health** scheduled on Tuesday, February 3 was cancelled due to an illness.
- **(17)** Seniors attended the “**Meet Your Representatives**” program on Tuesday, February 3 with State Senator Eric Berthel and State Representative Joe Polletta. Seniors had an opportunity to hear firsthand what is happening in this short legislative session and voice their concerns.
- **(34)** Seniors attended a **Super Bowl Chili Cook-Off** on Friday, February 6. Judges were Watertown Fire Marshall Kim Calabrese, Waterbury/Watertown Fire Fighter Brian Barnoski and Watertown Fire Fighter Ray Primini. Seniors enjoyed several different kinds of chili.
- **(10)** Seniors attended a **Presentation from J & J Best Home Care** on Tuesday, February 10 to learn about what services are available in our greater community.

- **(6)** Seniors attended the **Reflexology Session (25 Minutes)** on Tuesday, February 10, which is private pay.
- **(55)** Seniors attended a **Valentine's Day Brunch** on Friday, February 13. Seniors enjoyed an array of homemade breakfast items that were prepared in-house and delectables donated by local businesses and organizations.
- **(8)** Members of the **FASC Wii Bowling Team** traveled to the **Bristol Senior Center** for a match on Wednesday, February 18.
- Seniors attended our **Movie and Popcorn** event to view **Fiddler on the Roof** on Friday, February 20.
- Our scheduled **Bus Trip to Kaynor Tech Café** on Monday, February 23 was cancelled due to Blizzard Calvin.
- Our monthly **Book Club** scheduled for Tuesday, February 24, was canceled because the FASC was closed due to inclement weather.
- **(41)** Seniors attended our **Souper Lunch** on Friday, February 27. Staff and seniors prepared an array of homemade soups to taste and enjoy, along with fresh sliced Italian bread and cookies donated by local businesses.
- **(82)** Energy Assistance Applications have been completed to date.
- Social Service referrals continue to increase.

Planned Activities for March 2026

- Bus Trip to Kaynor Tech Café 3-2
- Joint Health Presentation 2-3
- Bus Trip to Aqua Turf Celebration St. Patrick's Day 3-10
- Reflexology 3-10
- Wii Bowling Team State Match play travel to New Britan 3-11
- St. Patrick's Day Party 3-13
- Bus Trip to Kaynor Tech Café 3-16
- Blood Pressure Clinic 3-17
- Bus Trip to Shop-Rite in Southbury 3-18
- Birthday Celebration 3-19
- Pop up Trip to Flander's Nature Center Woodbury for a Maple Syrup Presentation and Lunch at West Egg Café 3-20
- Book Club 3-24
- Senior Sandwich Central 3-27

TOWN OF WATERTOWN



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CONNECTICUT

Office of the Town Clerk

March 9, 2026
Monthly Departmental Report


Town Clerk's Office

February 2026 reporting:

244 Land Records Recorded
 took in \$ 27,171.03 in town conveyance tax
 1 Maps Recorded
9 Property Foreclosure Registrations and De-Registrations
9 Sports Licenses (Hunting, Fishing licenses and permits)
0 Cigarette Dealer License Applications
5 Notary Commissions
0 Trade Name Recordings
12 Burial Permits
14 Cremation Permits
596 Land Record Copies, plus 39 large & regular size map copies
7 Certified Land Record/Map Copies
0 Scan fee collection
19 Dog Licenses
2 Marriage Licenses
1 Military Discharge Recordings
119 Vital Record Certified Copies

Project Progress:

- *Records Retention – Continuation of assessment and gathering documents for destruction once RC075 form is completed and signed off by Public Records
- *Town Meeting Book Project - scanning, indexing and imaging
- *New Records Management System Preparation

Respectfully submitted, 
Lisa Dalton, MCTC Watertown Town Clerk