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TOWN CLERK

152 Elm Street • Stonington, Connecticut 06378

BOARD OF FINANCE MEETING

Wednesday, January 04, 2023

Police Department Meeting Room

7:15 PM

Call to order  
Comments from the Public

Previous Minutes

- December 7th, meeting minutes.

New Business

Head count of number of public in attendance.

Bid Waiver Requests: (action items)

- Bid waiver request from BOE IT Director for \$126,664.00, to purchase cameras from DEF.

Line-Item Transfer Requests (Prior fiscal years' budgets)

- BOE request to transfer \$246,000.00 from BOE CIP account #4022023-88290 "Ductless AC & Heat Upgrade-SMS" to new BOE CIP account for 2 boiler replacements at SMS.
- Request from Town Engineer for a line-item transfer of \$5,700.00 from Assistant Engineer Position a/c# 10153-88366 to Engineering Intern a/c#10153-80396, to cover expected overage in line for the fiscal year.
- Request from Director of Assessment for a line-item transfer of \$5,000.00 from Assessor's Assistant Stipend, and \$2,890.00 from Assessor Clerical line-item a/c#10128-80075, to Furniture and Equipment a/c#10128-80310, to fund new ADA compliant counter in assessor's office.
- Request from Deputy Public Works Director for a line-item transfer of \$33,000.00 from Labor Salaries line-item a/c#10151-80042, to Regular Overtime a/c#10151-80082.
- Request from Director of Administrative Services for line-item transfer of \$5,000.00 from line-item a/c# 10123-80351, Accrued leave payout, with \$2,500 going to accounts 10121-80075 clerical salaries, and 10141-80075 clerical salaries, each to reward Gayle Phoenix and Mary McCrea, for outstanding service.
- Request from IT Manager for line-item transfer of \$13,300.00 from contingency a/c#10136-80435, to telecommunications a/c#10122-80317, for dark fiber lease.
- Request from Solid Waste manager for line-item transfer of \$161,494.00 to partially fund approved increase to residential trash hauling contract.
- Request from First Selectman for line-item transfer of \$5,000.00 from contingency, to Emergency Mgt. clerical line-item, to renumerate the clerical position for preparation of the Emergency Operations Plan.
- Request from Finance Director to approve payroll budget transfers to reflect fiscal 22/23 COLA.

Additional appropriation requests/summary for fiscal 22/23: (action items)

- Request from Solid Waste manager for additional appropriation of \$61,424.00 to fully fund approved increase to residential trash hauling contract.
- Pending list of future possible requests attached.

ARPA Grant Line-Item Transfer Requests

- The Stonington Borough is requesting ARPA grant funding of \$100,000 for the Wadawanuck Square comfort station.

Correspondence:

- 

Liaison Reports

- CIP Liaison Report
- WPCA Liaison Report
- BOE Liaison Report
- Other Liaison Reports

Adjourn

**TOWN OF STONINGTON**  
**BOARD OF FINANCE MEETING**  
**Stonington Police Department Meeting Room**  
**Wednesday, December 7th, 2022**  
**7:15 PM**

A meeting of the Board of Finance was held on this date at the Stonington Police Department Meeting Room. Members present were Chairman Tim O'Brien, Michael Bauerbach, Deborah Norman, Lynn Young, Bryan Bentz, Bob Statchen and Chris Johnson.

The Chairman called the meeting to order at 7:15 pm.

Public Comments: None.

The Chairman requested a motion to move the award of the South Anguilla Road Bridge project bid discussion to after the 'head count' of the number of people present at this Board of Finance (BOF) meeting, on the agenda. Ms. Norman made the motion, and Mr. Johnson seconded it. The Chairman called for discussion, there was none, and the motion was passed unanimously.

The Chairman requested a motion to add a discussion item allowing line-item transfer requests, from the BOE Director of Finance for a line-item transfer request for January 2023 boiler repairs, from the current BOE HVAC funds. Mr. Bauerbach motioned, and Mr. Bentz seconded the motion. The Chairman called for discussion and there was none. The motion was unanimously passed.

Previous Minutes: The Chairman called for a motion to approve the November 2<sup>nd</sup> meeting minutes. Mr. Young motioned, and Ms. Norman seconded the motion. The Chairman asked Members for any additions or corrections to the minutes, and there were none. The Chairman requested a vote on the motion to approve the minutes. The motion was unanimously passed.

Award of the bid for the South Anguilla Road Bridge project discussion: The Town Engineer, Chris Greenlaw, requested that the BOF award the South Anguilla Road Bridge project bid to Suchocki & Son, Inc. The reason this request is being made of the BOF rather than of the Board of Selectmen (BOS), is because Suchocki & Son, Inc. was not the low bid, and in instances where the Town chooses to go with a contractor other than low bid, it requires the approval of the BOF, as well as the recommendation of the BOS. Mr. Greenlaw presented a summary of the project requirements and the bidding process, and explained why the second-lowest bidder, Suchocki & Son, Inc., should be awarded the bid for the amount of \$388,455.00. Mr. Greenlaw explained that the Town received bids from five contractors, noting that the lowest bid was from Old Colony Construction, LLC (OCC) for \$322,334.00. Mr. Greenlaw, along with, Jay Costello, a representative from WMC Consulting Engineers (WMC), reviewed with Board Members,

correspondence from the project consultant, WMC, which explained their reasoning for recommending the second low bidder, Suchocki & Son, Inc., for the project, rather than Old Colony Construction, LLC, which was low bidder. Mr. Greenlaw also confirmed project funding is sufficient to award the contract, and commence with the project, and requested the Board award the project to Suchocki & Son, Inc. at this time.

The Finance Chairman noted, for the other board members, that the Town Attorney reviewed the bid request document and advised that the Town was under no obligation to accept the lowest bid, and has the discretion to award the project on the basis of other criteria, and all pertinent, available information. Mr. Greenlaw and Mr. Costello opined that based on the concerns raised in WMC's recommendation letter, and feedback from other municipalities familiar with OCC's past work, it would be in the best interest of the Town to award the project to Suchocki & Son, Inc. Board Members asked Mr. Greenlaw for clarification related to the differences in bid costs, and inquired further about the feedback from other municipalities that had used OCC in the past.

Mr. Costello, of WMC, stated that in WMC's prior experience with OCC, customers have incurred unanticipated project administrative expenses due to OCC requiring more on-site supervision and administrative costs by WMC staff. Mr. Fauerbach asked Mr. Greenlaw to discuss the memo OCC submitted to the First Selectman claiming WMC's recommendation was inaccurate. Mr. Greenlaw confirmed he had looked into OCC's assertions and had verified several key concerns outlined in WMC's report. The Board asked Mr. Greenlaw and Mr. Costello additional questions pertaining to the memo and details regarding the bid process.

The Chairman requested a motion to approve the request to award the South Anguilla Road Bridge project bid to Suchocki & Son, Inc., per the Town Engineer's request, for the amount of \$388,455.00. Mr. Statchen put forth the motion, which was seconded by Ms. Young. The motion was passed unanimously.

Bid Waiver Request from the BOE Director of Facilities (purchase of plow truck): The BOE Director of Facilities, Peter Anderson, requested a bid waiver to purchase a plow truck from Gengras Ford, at an estimated cost of \$45,535.20. The Chairman requested a motion to approve the bid waiver request. Mr. Fauerbach made the motion, and Ms. Young seconded the motion. Mr. Anderson explained to Board Members that due to mechanical failure, one of the plow trucks no longer works, leaving the school reliant on two functional plows out of the fleet. The Chairman asked Mr. Anderson if the purchase will be from a state-approved contractor, and Mr. Anderson confirmed Gengras Ford is on the State bid list. Ms. Young asked Mr. Anderson how the BOE employs its plow trucks, and Mr. Anderson provided a summary of what areas the BOE's staff maintains, what areas the Town Public Works department maintains, relative to snow plowing. Mr. Fauerbach asked Mr. Anderson if the new plow was a budgeted CIP item, and Mr. Anderson explained the cost of the plow will be covered by the current year's CIP funding. The Chairman called for further questions, and there were none.

The Chairman called for a vote on the bid waiver request, and the motion was passed unanimously.

Bid Waiver Request from the BOE Director of Facilities (purchase of floor polishing machine): The BOE Director of Facilities requested a bid waiver to purchase a floor polishing machine

from Hillyard New England, at an estimated cost of \$24,906.86. Mr. Statchen motioned, and Ms. Young seconded the motion. Mr. Anderson stated the purchase request is for four full size floor polishing devices, one for each of the four schools, along with a small hand-held unit, for cutting in of small areas, which will be shared amongst the schools. The Chairman asked Mr. Anderson to clarify if the request was for a total of five devices (including four floor machines and a doodle scrub), and Mr. Anderson confirmed the request was for five polishers. The Finance Director, Mr. Sullivan, informed the Board that the polishers aren't included in the 22/23 BOE CIP request, and that Mr. Anderson will be requesting a line-item transfer later in the meeting to fund this purchase. Mr. Statchen asked if Hillyard New England was a state-approved contractor, and Mr. Anderson confirmed that they are on the state bid list.

The Chairman requested a vote on the bid waiver request, and the motion unanimously passed.

#### Line-item Transfer Requests

The Chairman called for a motion to approve a line-item transfer request (for the prior fiscal year's CIP budget) from the BOE, to transfer \$162,287.00 from BOE CIP account #4022020-88291 "Entry Wall Security-SMS" to various other BOE CIP accounts. Ms. Young motioned, and Mr. Fauerbach seconded the motion. Mr. Sullivan provided context on behalf of the BOE, indicating the line-item transfer will help to fund the purchase of five items which the BOE Facilities department has requested. Mr. Sullivan explained to the board that during the 2019/2020 fiscal year, approximately \$200,000.00 was awarded to the BOE CIP budget for SMS security entrance upgrades. Mr. Sullivan noted that instead of hiring outside contractors for the upgrades, the school performed the upgrades in-house for approximately \$45,000.00, which left a line-item surplus of \$162,287.00 in the prior year's CIP account. Mr. Sullivan stated the CIP account surplus will be transferred to purchase the new floor polishers noted previously, the snowplow noted previously, and in the future, a new A/V system along with further security improvements.

Board Members asked Mr. Anderson for a summary of the proposed projects. Mr. Anderson provided a detailed account of several ongoing upgrades that he and Chris Williston, the BOE Director of Technology, wish to implement. Mr. Anderson and Mr. Williston continued, answering Member questions about the school upgrades, the BOE CIP budget and future bid waiver considerations.

Mr. Johnson requested a breakdown regarding the costs of the proposed SMS A/V project. Mr. Williston provided Board Members with specific A/V equipment costs, and discussed operating funds and grants hoping to secure for the improvement of district-wide A/V system upgrades. The Chairman called for further questions, and there were none.

The Chairman called for a vote, and the line-item transfer request was unanimously passed.

#### Area-wide Boiler Replacement Discussion

The Chairman introduced the BOE's request to transfer funds from the BOE's SMS HVAC project, which was funded in the 22/23 BOE CIP budget, to a new CIP account to fund two new boilers at the Stonington Middle School. At this time, this is just a forum for Board discussion

regarding this line-item transfer request, which can't formally be approved until after January 1<sup>st</sup>, 2023. The Chairman expressed that with Mr. Anderson in attendance, it would allow him to share insight on the boiler replacement projects, and thus expedite next year's boiler replacement requests. The Chairman noted that after speaking with the BOE Finance Director, Alisha Stripling, it was evident the \$500,000.00 in CIP funds for the SMS HVAC replacement was underfunded, and the CIP funds could be used toward the boilers instead.

Mr. Anderson reported to Board Members that the SHS boilers are reaching their end of life. Mr. Anderson presented two viable boiler options: condensing boilers, or horizontal tube boilers. Mr. Anderson reported horizontal tube boilers are costlier, but offer replaceable parts, and run at 94% efficiency using both oil or natural gas, for 30 to 40 years. Mr. Anderson continued, explaining the condensing boilers are over 98% efficient, but require four or five boilers per 10M BTU capacity, and have a typical lifespan of 15 to 18 years. Ms. Young asked Mr. Anderson about the cost differences in boiler options, and Mr. Anderson stated tube boilers cost roughly 25% more, and cited \$850,000.00 as the boiler budget for SHS alone. Mr. Anderson discussed with Board Members anticipated project costs, and lead times which may impact the boiler installation. The Chairman called for further questions pertaining to the boilers, and reminded the Board that no action will be taken today on the matter, but will be addressed at the January 4<sup>th</sup> BOF meeting.

Mr. Fauerbach asked Mr. Anderson if the boiler replacement was solely for the SHS boilers. Mr. Anderson replied that in January he will be asking for funding just for the two boilers at the SMS for a cost of \$246,000.00, funded from the \$500K allocated for SMS HVAC in the 22/23 CIP budget, but ultimately all the schools in the district will need to have their boilers upgraded or replaced.

#### Additional Appropriation Requests and Summary for fiscal 2022/2023

Mr. Sullivan announced that there are approximately \$348,000.00, of funding requests to be acted upon at the January 4<sup>th</sup> meeting of which approximately \$80,000.00 may be funded from projected surpluses in other line items.

#### Tentative approval of fiscal 2023/2024 budget meeting calendar

The Chairman asked if the proposed BOF budget meeting dates and times had been booked in their corresponding venues. Mr. Sullivan stated that after consulting with the Town Selectman, all BOF meetings booked through March 29<sup>th</sup> shall take place at the District Office. The Chairman requested that Board Members confirm the proposed dates work for Board Members, with the general consensus among Members being the scheduled meeting times were acceptable.

The Chairman requested a motion to add to the agenda a Town budget targets discussion. Ms. Norman motioned, and Mr. Fauerbach seconded the motion. The Chairman called for a vote, and it was unanimously passed.

Ms. Young explained that every year since her joining the BOF, public attendance during budget discussions has dwindled, and suggested that the BOF should take proactive steps to help inform the public as to the BOF's budget priorities. Ms. Young observed in other towns, a memorandum is distributed before the budget is put forth which explains how the budget is divided among

departments, how things are taxed, and property assessments. Ms. Young continued, noting the budget referendum should have a larger attendance, so the budget isn't solely decided by department heads, but the Town's constituents. Ms. Young proposed a memorandum to inform the public on mandates, maintenance issues, and other budget topics, to rouse additional public discourse.

There was extensive discussion and feedback among the Board Members, suggesting how to best communicate budget matters to the public in time for the fiscal 23/24 budget. The Chairman opined that this budget season may not be the best time to introduce new measures due to there being a new BOE administration, a new police chief, and the vacant DPW Director position, and that because of these reasons he is anticipating a difficult 23/24 budget season. The Chairman suggested that Board Members consider ways to reach the public regarding the 23/24 budgeting process and that any ideas can be discussed at January's BOF meeting.

#### Correspondence

The Chairman announced a revision of the October 2023 motor vehicle supplement figures had been submitted. Mr. Sullivan stated that the motor vehicle figures came in higher than were previously budgeted for.

#### Liaison Reports

CIP Liaison Report: Ms. Young reported she was unable to attend the most recent CIP meeting and had nothing new to report.

WPCA Liaison Report: Mr. Young reported there was nothing noteworthy to report.

BOE Liaison Report: Mr. Young suggested to the education department that it create an itemized list of district needs, maintenance issues, and state mandates, to help guide the boards of education and finance when prioritizing budget funding for future projects and expenses.

Other Liaison Reports: The Chairman announced he met with the Retirement Board, and next year's contribution will see a 14% increase, based on an actuarial smoothing method for pension funds. The Chairman continued, noting the pension fund is closed, and has 335 people eligible and/or receiving pensions, but only 150 employees are still contributing, so in future years the Town may see an increased burden on the Town to fully fund the plan. The Board Members discussed the organization and administration of the Town pension plan and funding, and the Finance Director and Chairman answered Members' questions about the plan.

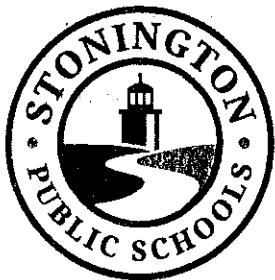
The Chairman called for a motion to adjourn the meeting. Mr. Statchen motioned, and Ms. Young seconded the motion. The motion passed unanimously, and the meeting was adjourned at 8:43 pm.

Respectfully submitted,

Justin Eckert

Board of Finance Recording Secretary

**DRAFT**



Town of Stonington  
Board of Finance  
Memo Re: "SPS District Cameras Bid Waiver Request"

December 28, 2022

BOARD OF EDUCATION

**Farouk Rajab**  
Board Chair

**Heidi Simmons**  
Board Secretary

ADMINISTRATORS

**Mary Anne Butler**  
Superintendent

**Timothy Smith**  
Assistant Superintendent

**Allison Van Etten**  
Director of  
Special Services

**Alisha Stripling**  
Director of Finance

**Peter Anderson**  
Director of  
Facilities & Operations

**Chris Williston**  
Director of Technology

Stonington Public Schools Department of Technology is requesting a bid waiver in the amount of \$126,664.00 for the enclosed camera project proposals. D/E/F Services Group, Ltd. will complete three separate projects for District Office, Stonington Middle School and additional cameras at the remainder of the District schools as outlined in the proposals.

Thank you for your consideration,

**Chris Williston**  
Director of Technology



## D/E/F Services Group, Ltd

1171 Voluntown Rd., Griswold, CT 06351

(860) 376 - 4896, Fax (860) 376 - 1213

(AA/EOE)

"The Value of One"

**December 27, 2022**

### Low Voltage

**SUBJECT: Stonington Middle School CCTV Upgrade**

D/E/F Services Group, Ltd is proud to present the following proposal to Stonington IT Dept. to install IP cameras, software and licenses at the Stonington Middle School.

#### Project Scope

- D/E/F will install:
  - 7 [REDACTED] Dome cameras with all associated hardware
  - 6 [REDACTED] bullet cameras with all associated hardware
  - 1 [REDACTED] bullet with a 5-50mm lens for long distance shots
  - 14 Cat 6 Cable runs with all associated penetrations and firestopping
  - 1 Upgrade of existing NVR
    - 1 bucket truck has been added for install and aiming of exterior cameras
    - Work to be 2<sup>nd</sup> shift and therefore a 2<sup>nd</sup> shift premium has been included for this school
- All cables to be:
  - Cat 6
  - Supported every 4-6 feet with j hooks
  - Make use of properly fire-stopped penetrations
  - Tested and Label on each side
- All camera installs will include:
  - Any necessary mounting hardware
  - Any necessary licenses
  - Focus and aim to SPS Standards

#### **Cost**

**\$29,945.00**

#### Statement of Clarifications and Exclusions:

- All interior work to be able to be completed with 10 foot ladders. Lift work is **excluded**
- All surface mounted raceway or conduit runs longer than 10 feet are **excluded** from this proposal
- Bid Bond, Performance and Payment Bonds are **excluded**
- Installation of additional grounding methods/means is **excluded**
- Any and all utility fees and/or usage charges for power is **excluded**
- Dumpster, trash / debris removal from site is **excluded**
- Saw-cut slab and Patch to Match is **excluded**
- Any and all site work outside of scope is **excluded**
- **Prevailing wages are excluded**
- Overtime / additional time caused by delays due to other trades or schedule acceleration is **excluded**
- Additional work requested by customer will be performed on a **Time & Material** basis with labor at current service rate (\$95.00/hour) and material at cost plus 20% with all applicable taxes and fees.
- This proposal is contingent upon a complete scope review between the authorized personnel and D/E/F Services to ensure over-all project intent.

#### Commercial Clarifications:

1. For projects with an estimated completion time of **forty-five (45) days or less**, a down payment of 1/3 of the contract total is due upon contract signing. Another payment of 1/3 of the contract total is due upon completion of rough-in inspection. The remainder of the contract is to be paid out upon completion of work.
2. For projects with an estimated completion time **over forty-five (45) days**, project billing will be monthly or as a project section or unit is completed and payment is required no more than **net thirty (30) days**.

3. Paid when paid will not be an acceptable contract option.
4. Retention will not be more than 30 days / 90 days upon project substantial completion @ 7.5%
5. This proposal is valid for a period of thirty (30) days.
6. State of Connecticut sales tax is **excluded** in this proposal
7. Fee for required permits has been **excluded**
8. All work to be performed 3 PM to 11:00 PM Monday through Friday, excluding holidays and overtime.

**Warrants:**

All work is warranted for a period of one year from substantial completion.

**Schedule:**

D/E/F Services Group could be on site and prepared to start installation within (15) days after receipt of a purchase order or notice to proceed.

If you have any questions regarding this proposal, please do not hesitate to call us.

Please sign and return this proposal (below) if this proposal is acceptable and you would like begin coordination to proceed.

Regards,

David Hatch  
Low Voltage Project Manager  
DHatch@DEFWiring.com  
Direct # (860) 213-0081

**D/E/F SERVICES GROUP:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**CUSTOMER:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Purchase  
order: \_\_\_\_\_

To initiate order please

1. Fax back to 860.376-1213, or
2. Email copy to dhtach@defsg.com



## D/E/F Services Group, Ltd

1171 Voluntown Rd., Griswold, CT 06351

(860) 376 - 4896, Fax (860) 376 - 1213

(AA/EOE)

"The Value of One"

**December 27, 2022**

### Low Voltage

**SUBJECT: Stonington School CCTV Upgrade "SPS Additional Cameras"**

D/E/F Services Group, Ltd is proud to present the following proposal to Stonington IT Dept. to install IP cameras, software and licenses throughout the Stonington Schools

#### Project Scope

- D/E/F will install:
  - 6 [REDACTED] Dome cameras with all associated hardware
  - 13 [REDACTED] bullet cameras with all associated hardware
  - 6 Exterior [REDACTED] bullet with a 5-50mm lens for long distance shots
  - 3 Spare [REDACTED] Dome cameras and mounts (no installation included)
  - 18 Cat 6 Cable runs with all associated penetrations and firestopping
  - 1 Upgrade of existing NVR
    - 1 bucket truck has been added for install and aiming of exterior cameras
    - Work to be 2<sup>nd</sup> shift and therefore a 2<sup>nd</sup> shift premium has been included for this school
- All cables to be:
  - Cat 6
  - Supported every 4-6 feet with j hooks
  - Make use of properly fire-stopped penetrations
  - Tested and Label on each side
- All camera installs will include:
  - Any necessary mounting hardware
  - Any necessary licenses
  - Focus and aim to SPS Standards

#### **Cost**

**\$53,924.00**

#### Statement of Clarifications and Exclusions:

- All interior work to be able to be completed with 10 foot ladders. Lift work is **excluded**
- All surface mounted raceway or conduit runs longer than 10 feet are **excluded** from this proposal
- Bid Bond, Performance and Payment Bonds are **excluded**
- Installation of additional grounding methods/means is **excluded**
- Any and all utility fees and/or usage charges for power is **excluded**
- Dumpster, trash / debris removal from site is **excluded**
- Saw-cut slab and Patch to Match is **excluded**
- Any and all site work outside of scope is **excluded**
- **Prevailing wages are excluded**
- Overtime / additional time caused by delays due to other trades or schedule acceleration is **excluded**
- Additional work requested by customer will be performed on a **Time & Material** basis with labor at current service rate (\$95.00/hour) and material at cost plus 20% with all applicable taxes and fees.
- This proposal is contingent upon a complete scope review between the authorized personnel and D/E/F Services to ensure over-all project intent.

#### Commercial Clarifications:

1. For projects with an estimated completion time of **forty-five (45) days or less**, a down payment of 1/3 of the contract total is due upon contract signing. Another payment of 1/3 of the contract total is due upon completion of rough-in inspection. The remainder of the contract is to be paid out upon completion of work.

2. For projects with an estimated completion time **over forty-five (45) days**, project billing will be monthly or as a project section or unit is completed and payment is required no more than **net thirty (30) days**.
3. Paid when paid will not be an acceptable contract option.
4. Retention will not be more than 30 days / 90 days upon project substantial completion @ 7.5%
5. This proposal is valid for a period of thirty (30) days.
6. State of Connecticut sales tax is **excluded** in this proposal
7. Fee for required permits has been **excluded**
8. All work to be performed 3 PM to 11:00 PM Monday through Friday, excluding holidays and overtime.

**Warrants:**

All work is warranted for a period of one year from substantial completion.

**Schedule:**

D/E/F Services Group could be on site and prepared to start installation within (15) days after receipt of a purchase order or notice to proceed.

If you have any questions regarding this proposal, please do not hesitate to call us.

Please sign and return this proposal (below) if this proposal is acceptable and you would like begin coordination to proceed.

Regards,

David Hatch  
Low Voltage Project Manager  
DHatch@DEFWiring.com  
Direct # (860) 213-0081

**D/E/F SERVICES GROUP:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**CUSTOMER:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Purchase  
order: \_\_\_\_\_

To initiate order please

1. Fax back to 860.376-1213, or
2. Email copy to dhtach@defsg.com



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(AA/EOE)

"The Value of One"

**December 27, 2022**

### Low Voltage

SUBJECT: Stonington District Office CCTV Upgrade

D/E/F Services Group, Ltd is proud to present the following proposal to Stonington IT Dept. to install IP cameras, software and licenses at the Stonington School District Office.

#### Project Scope

- D/E/F will install:
  - 15 [REDACTED] Dome cameras with all associated hardware
  - 12 [REDACTED] bullet cameras with all associated hardware
  - 1 [REDACTED] bullet with a 5-50mm lens for long distance shots
  - 18 Cat 6 Cable runs which is provide by others
  - 1 Upgrade of existing NVR
    - 1 bucket truck has been added for install and aiming of exterior cameras
    - Work to be 1st shift and therefore a 2<sup>nd</sup> shift premium has **Not** been included for this school
- All cables to be:
  - Provided by others
  - Tested and Label on each side
    - Testing is for wire mapping only
    - Any need to trouble shoot beyond field end termination is to be done on a Time and Material Basis
- All camera installs will include:
  - Any necessary mounting hardware
  - Any necessary licenses
  - Focus and aim to SPS Standards
- D/E/F will provide a lift for use in the gym
- D/E/F has provided pricing for a 2" SealTite conduit to traverse the gym

#### **Cost**

**\$42,795.00**

#### Statement of Clarifications and Exclusions:

- All interior work to be able to be completed with 10 foot ladders. Lift work is **excluded**
- All surface mounted raceway or conduit runs longer than 10 feet are **excluded** from this proposal
- Bid Bond, Performance and Payment Bonds are **excluded**
- Installation of additional grounding methods/means is **excluded**
- Any and all utility fees and/or usage charges for power is **excluded**
- Dumpster, trash / debris removal from site is **excluded**
- Saw-cut slab and Patch to Match is **excluded**
- Any and all site work outside of scope is **excluded**
- Prevailing wages are **excluded**
- Overtime / additional time caused by delays due to other trades or schedule acceleration is **excluded**
- Additional work requested by customer will be performed on a **Time & Material** basis with labor at current service rate (\$95.00/hour) and material at cost plus 20% with all applicable taxes and fees.
- This proposal is contingent upon a complete scope review between the authorized personnel and D/E/F Services to ensure over-all project intent.

#### Commercial Clarifications:

1. For projects with an estimated completion time of **forty-five (45) days or less**, a down payment of 1/3 of the contract total is due upon contract signing. Another payment of 1/3 of the contract total is due upon

- completion of rough-in inspection. The remainder of the contract is to be paid out upon completion of work.
2. For projects with an estimated completion time **over forty-five (45) days**, project billing will be monthly or as a project section or unit is completed and payment is required no more than **net thirty (30) days**.
  3. Paid when paid will not be an acceptable contract option.
  4. Retention will not be more than 30 days / 90 days upon project substantial completion @ 7.5%
  5. This proposal is valid for a period of thirty (30) days.
  6. State of Connecticut sales tax is **excluded** in this proposal
  7. Fee for required permits has been **excluded**
  8. All work to be performed 7:00 AM to 3:30 PM Monday through Friday, excluding holidays and overtime.

**Warrants:**

All work is warranted for a period of one year from substantial completion.

**Schedule:**

D/E/F Services Group could be on site and prepared to start installation within (15) days after receipt of a purchase order or notice to proceed.

If you have any questions regarding this proposal, please do not hesitate to call us.

Please sign and return this proposal (below) if this proposal is acceptable and you would like begin coordination to proceed.

Regards,

David Hatch  
Low Voltage Project Manager  
DHatch@DEFWiring.com  
Direct # (860) 213-0081

**D/E/F SERVICES GROUP:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**CUSTOMER:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Purchase  
order: \_\_\_\_\_

To initiate order please

1. Fax back to 860.376-1213, or
2. Email copy to dhtach@defsg.com



## JUSTIFICATION

See attached memo.

Requested by:

Peter Anderson

Name

BOE Facilities Director

Department Head

12/7/2022

Date \_\_\_\_\_

Director of Finance Approval

**Following to be completed by Finance Department:**

Approved

N/A

Board of Selectman

Date \_\_\_\_\_

Approved

Board of Finance

1/4/2023

Meeting Date

Meeting Date

RECEIVED BY FINANCE:

JOURNAL ENTRY NUMBER



## JUSTIFICATION

See attached memo.

Requested by:

Chris Greenlaw

Name

Town Engineer

Department Head

12/14/2022

Date \_\_\_\_\_

Director of Finance Approval

**Following to be completed by Finance Department:**

Approved

### First Selectman

Date \_\_\_\_\_

Approved

Board of Finance

1/4/2023

Meeting Date

Meeting Date

RECEIVED BY FINANCE:

JOURNAL ENTRY NUMBER

## Memorandum—Department of Assessment

To: Tim O'Brien, Chairman Board of Finance

CC: Danielle Chesebrough, First Selectman  
Jim Sullivan, Finance Director

From: Jennifer Lineaweaver, CCMA II, Director of Assessment

Dated: December 19, 2022

Re: Request for Line-Item Transfer to Reconfigure Assessment Counter

---

The Department of Assessment recently hired Quinn Caramante as our Office Assistant II. To accommodate a fifth staff member, the Department received an estimate to reconfigure the office counter. The plan is to push the counter out where the entry doors to the office currently are, which adds a significant amount of space. This will allow us to move desks and cubicles around in a manner that not only gives each employee more work space but more space in the office in general.

Additionally, it would also add security to the office as we would install glass above the counter. Our office would be front facing similar to the Tax Collector & Town Clerk set up. The glass would provide a clear divide between the public and the staff area and the public would not be able to enter the staff area unless they were let in through a side door. Employees will access the staff area using the door by the Deputy Assessor desk, which is opposite the side door the Tax Collector's Office uses for access to their department.

The counter will also be ADA compliant, which it is not currently.

The total estimate, inclusive of labor and materials, is \$7,890.

The Department would like to request a line-item transfer of \$5,000 from Assessor's assistant stipend line item, which is no longer needed, and \$2,890 from Clerical Salaries budget line 10128-80075, which includes the salary for our fifth position. Since we did fill this fifth position until November, we wanted to respectfully request the Board of Finance's approval to use the excess funds for the counter.

Please see the attached estimate. I am happy to answer any questions the Board of Finance may have.

Sincerely,  
Jennifer Lineaweaver



**Prepared For**

Town of Stonington

**kevin mccarthy**

12 chesebro lane  
STONINGTON, Connecticut 06378  
Phone: (860) 405-5420  
Email: kmccarthy.contract@gmail.com

Estimate # 564  
Date 12/06/2022  
PO # Town Hall  
Business / Tax # 1952

Description	Rate	Quantity	Total
General Conditions	\$1,250.00	1	\$1,250.00
Plan / permits / Project Manage			
Demolition	\$750.00	1	\$750.00
Remove entry / stops / trim blanks / carting			
Dye Wall	\$1,250.00	1	\$1,250.00
Frame and finish counter wall / set to existing structures / ADA compliant depth and height			
Counter top	\$1,865.00	1	\$1,865.00
Allotment / Corian or equal solid surface / grommet sets for cable			
Glass face / accessory	\$2,775.00	1	\$2,775.00
Supply and install / window divider / computer station divider			

**Subtotal** \$7,890.00

**Total** **\$7,890.00**

Town of Stonington



## JUSTIFICATION

See attached memo.

Requested by:

Jennifer Lineaweaver

Name

12/14/2022

Date \_\_\_\_\_

Assessor

Department Head

Director of Finance Approval

**Following to be completed by Finance Department:**

Approved

**First Selectman**

Date \_\_\_\_\_

Approved

Board of Finance

1/4/2023

Meeting Date

Meeting Date

RECEIVED BY FINANCE:

JOURNAL ENTRY NUMBER



## JUSTIFICATION

See attached memo.

Requested by:

Tom Curioso

12/14/2022

Name

Date \_\_\_\_\_

Deputy Public Works Director

Department Head

Director of Finance Approval

**Following to be completed by Finance Department:**

Approved

First Selectman

Date \_\_\_\_\_

Approved

Board of Finance

1/4/2023

Meeting Date

Meeting Date

RECEIVED BY FINANCE:

JOURNAL ENTRY NUMBER



## JUSTIFICATION

See attached memo.

Requested by:

Patti Burmahl

Name

Director of Admin. Services

Department Head

12/14/2022

Date \_\_\_\_\_

Director of Finance Approval

**Following to be completed by Finance Department:**

Approved

### First Selectman

Date \_\_\_\_\_

Approved

Board of Finance

1/4/2023

Meeting Date

Meeting Date

RECEIVED BY FINANCE:

JOURNAL ENTRY NUMBER

## James Sullivan

---

**From:** Roger Kizer  
**Sent:** Wednesday, December 7, 2022 2:49 PM  
**To:** Danielle Chesebrough; James Sullivan  
**Cc:** Patti Burmahl  
**Subject:** Dark Fiber Lease Cost Budget Issue

**Importance:** High

I recently reached out to the internet service provider for Town Hall, Breezeline, (formally Atlantic Broadband, formally Thames Valley Communication). Their monthly billing did not accurately reflect the internet access and the dark fiber we are leasing from them. We use their "dark" fiber optic cable to connect Town Hall to Human Services and Town Hall to the Police Dept. This is a critical infrastructure necessity to keep the two datacenters connected at all times and not having them itemized on the monthly billing made me nervous. If there was a break in the fiber, there would be no record of us leasing it and we would be stuck.

After speaking to our account representative, she confirmed that when Atlantic Broadband changed their name to Breezeline, they changed billing companies. Now moving forward, the internet and dark fiber will be itemized and if there is an issue with either, there is a record of it.

Un-fortunately, we haven't been billed separately for the dark fiber since Atlantic Broadband bought Thames Valley Communications. With them, it was bundled as a single charge. Breezeline charges for the lease of dark fiber separately and by the mile.

Their cost is \$250.00 per mile. With two connections running 6 miles each, that's \$1,500.00 for each connection, times 2 that's \$3,000.00 total per month. Per year it's \$36,000.00.

I've already asked our account rep to sharpen her pencil and see if she can get the per mile cost down to a manageable level. Especially since we haven't budgeted for the added amount. I'm waiting to see what she comes back with and I'll let you know ASAP, but there will be an increase in my operating budget for FY23/24 and I may need an additional appropriation for the remainder of this fiscal year. She didn't think there will be any retroactive charges.

**Roger Kizer**  
Information Technology Manager  
Town of Stonington - Stonington Police  
152 Elm St. Stonington, CT 06378  
[rkizer@stonington-ct.gov](mailto:rkizer@stonington-ct.gov) - [www.stonington-ct.gov](http://www.stonington-ct.gov)  
(Ph) 860-535-5011 (C) 860-608-1961

*Additional amount determined to be  
needed for 22/23 is \$13,300-*



## JUSTIFICATION

See attached memo.

**Requested by:**

Roger Kizer

Name

IT Manager

Department Head

12/7/2022

Date \_\_\_\_\_

Director of Finance Approval

**Following to be completed by Finance Department:**

Approved

### First Selectman

Date \_\_\_\_\_

Approved

Board of Finance

1/4/2023

Meeting Date

Meeting Date

RECEIVED BY FINANCE:

JOURNAL ENTRY NUMBER



## JUSTIFICATION

Requested by:

Director of Finance Approval

Approved

Date \_\_\_\_\_

Meeting Date

JOURNAL ENTRY NUMBER



## JUSTIFICATION

Requested by:

Director of Finance Approval

Approved

Date \_\_\_\_\_

Meeting Date

JOURNAL ENTRY NUMBER

## PAYROLL BUDGET ENTRY TO ALLOCATE RESERVE TO PAYROLL ACCOUNTS TO REFLECT 22/23 COLA

1/4/2023

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	3.00%	
				TRANFRS/ADJSMTS	REVISED BUDGET
10101	80001	FIRST SELECTMAN	99,327	\$2,980	102,307
10101	80002	SECOND SELECTMAN	4,295	\$129	4,424
10101	80003	THIRD SELECTMAN	4,295	\$129	4,424
		Total 01 OFFICE OF SELECTMAN	107,917	3,238	111,155
10107	80005	EMERG. MGT. TACTICAL OPER. DIR	14,653	\$440	15,093
10107	80007	EMERGENCY OPERATION CTR STAFF	1	\$0	2
10107	80075	CLERICAL SALARIES	2,163	\$65	2,228
		Total 07 EMERGENCY MANAGEMENT	16,817	504	17,322
10108	80077	REGISTRARS SALARIES	40,326	\$1,210	41,536
		Total 08 ELECTIONS	40,326	1,210	41,536
10109	80008	SALARY OF TOWN CLERK	87,573	\$2,627	90,200
10109	80075	CLERICAL SALARIES	117,699	(22,120)	
		Total 09 TOWN CLERK	205,272	(19,493)	185,779
10121	80009	DIR OF ADMINISTRATIVE SRVS	102,700	\$3,081	105,781
10121	80038	EXECUTIVE ADMIN ASSISTANT	73,149	\$2,194	75,343
10121	80084	ADMINISTRATIVE SUPPORT STAFF	55,528	\$1,675	57,203
10121	80399	HUMAN RESOURCES COORDINATOR	71,680	\$2,150	73,830
		Total 21 ADMINISTRATION	303,057	9,101	312,158
10122	80010	IT MANAGER	99,409	\$2,982	102,391
10122	80074	TECHNOLOGY SUPPORT SPECIALIST	127,763	\$6,862	134,625
		Total 22 INFORMATION SYSTEMS	227,172	9,844	237,016
10128	80056	DIRECTOR OF ASSESSMENT	109,889	\$12,111	122,000
10128	80057	DEPUTY ASSESSOR	86,522	(11,492)	75,030
10128	80075	CLERICAL SALARIES	155,846	(2,257)	
10128	80076	ASSESSOR'S ASSIST. STIPEND	5,000	-	5,000
		Total 28 ASSESSOR'S OFFICE	357,257	(1,638)	355,619
10131	80011	DIRECTOR OF FINANCE	129,402	\$0	129,402
10131	80012	SENIOR ACCOUNTANT	84,329	\$2,530	86,859
10131	80075	CLERICAL SALARIES	162,893	\$2,871	165,764
		Total 31 FINANCE OFFICE	376,624	5,401	382,025
10134	80015	SALARY OF TREASURER	4,698	\$141	4,839
		Total 34 OFFICE OF THE TREASURER	4,698	141	4,839
10135	80016	SALARY OF TAX COLLECTOR	87,129	\$2,614	89,743
10135	80075	CLERICAL SALARIES	121,593	\$3,648	125,241
		Total 35 OFFICE OF THE TAX COLLECTO	208,722	6,262	214,984
10137	80370	RISK MANAGEMENT-STIPEND	7,007	\$211	7,218
		Total 37 RISK MANAGEMENT	7,007	211	7,218
10141	80018	PLANNER	96,941	\$2,908	99,849
10141	80058	ZONING & WETLANDS OFFICIAL	71,680	\$2,150	73,830
10141	80073	BLIGHT ENFORCEMENT OFFICER	5,000	\$0	5,000
10141	80075	CLERICAL SALARIES	108,334	\$9,704	118,038
10141	80088	ECONOMIC & COMM DEV DIRECTOR	105,370	\$3,161	108,531
10141	80099	GRANT&FLOODPLAIN MANAGER	64,000	(31,040)	
		Total 41 DEPARTMENT OF PLANNING	451,325	(13,116)	438,209

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET
10151	80021	PUBLIC WORKS DIRECTOR	125,778	\$0	125,778
10151	80042	LABOR SALARIES	1,325,741	\$39,772	1,365,513
10151	80082	REGULAR OVERTIME	0	\$0	0
10151	80055	HIGHWAY SUPERVISOR	89,390	\$12,681	102,071
10151	80075	CLERICAL SALARIES	58,818	\$1,765	60,583
		Total 51 HIGHWAY	1,599,727	\$4,218	1,653,945
10152	80023	SAL.OF RECYCLING/SOL WST MGR	96,593	(17,611)	78,982
10152	80043	GENERAL LABOR	425,270	\$12,758	438,028
10152	80075	CLERICAL SALARIES	55,530	\$3,274	58,804
10152	88365	STIPEND FOR MECHANIC'S DUTIES	2,500	\$0	2,500
		Total 52 OFFICE OF SOLID WASTE	579,893	(1,579)	578,314
10153	80024	TOWN ENGINEER	108,167	\$5,949	114,116
10153	80396	ENGINEER - PART TIME	6,300	\$0	6,300
10153	88366	ASSISTANT ENGINEER	72,836	(30,221)	
		Total 53 ENGINEERING SERVICES	187,303	(24,272)	163,031
10154	80047	JANITORIAL/MAINTENANCE SALARY	120,592	\$3,618	124,210
10154	80064	TOWN FACILITIES MANAGER	10,000	(6,900)	3,100
		Total 54 OPERATION&MAINT TOWN BLD/P	130,592	(3,282)	127,310
10155	80025	BUILDING OFFICIAL	94,406	\$2,832	97,238
10155	80026	ASSISTANT BUILDING OFFICIAL	71,680	\$2,150	73,830
10155	80075	CLERICAL SALARIES	80,822	(1,216)	
		Total 55 BUILDING OFFICIAL	246,908	3,767	250,675
10156	80075	CLERICAL SALARIES	83,605	(659)	
		Total 56 WATER POLLUTION CONTROL AU	83,605	(659)	82,946
10161	80027	SALARY OF CHIEF	127,796	\$609	128,405
10161	80105	DEPUTY CHIEF	0	\$126,515	126,515
10161	80028	SALARY OF CAPTAIN	118,965	\$4,325	123,290
10161	80029	SALARY OF LIEUTENANTS	208,341	\$6,250	214,591
10161	80030	SALARY OF SERGEANTS	657,518	\$19,726	677,244
10161	80045	SALARY OF REGULAR OFFICERS	2,375,213	(43,863)	2,331,350
10161	80047	JANITORIAL/MAINTENANCE SALARY	95,564	\$3,064	98,628
10161	80048	BOATING SAFETY PERSONNEL	17,000	\$0	17,000
10161	80049	TRAINING PERSONNEL SERVICES	108,000	\$0	108,000
10161	80050	COMMUNICATIONS SPECIALIST	430,934	\$3,100	434,034
10161	80051	COMMUNIC SPECIALIST - OVERTIME	26,000	\$0	26,000
10161	80053	COMMUNITY SERVICE OFFICERS	25,000	\$0	25,000
10161	80060	SPECIAL OFFICERS	10,000	\$0	10,000
10161	80061	POLICE COMMISSION CLERICAL	1,500	\$0	1,500
10161	80062	SCHOOL CROSSING GUARDS	37,000	\$0	37,000
10161	80063	ANIMAL CONTROL SALARIES	68,050	\$2,042	70,092
10161	80068	SCHOOL SAFETY PERSONNEL	5,000	\$0	5,000
10161	80075	CLERICAL SALARIES	154,864	(3,040)	151,824
10161	80082	REGULAR OVERTIME	175,000	\$0	175,000
10161	80097	POLICE SUPPORT SPECIALIST	75,000	\$2,250	77,250
10161	80507	RETIREMENT FUND	990,000	63,000	1,053,000
10161	80527	PAID HOLIDAYS	197,308	(4,747)	192,561
10161	80528	ACCRUED LEAVE PAYMENT-ADAYS	98,426	\$0	98,426
		Total 61 POLICE SERVICES	6,002,479	179,230	6,181,709
10171	80031	HUMAN SERVICES DIRECTOR	97,972	\$2,939	100,911
10171	80032	SOCIAL SERVICES ADMINISTRATOR	71,680	\$2,150	73,830

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET
10171	80033	YOUTH & FAMILY SERV. ADM.	71,680	\$2,150	73,830
10171	80035	YOUTH SERVICES PROGRAM COOR	43,020	\$1,291	44,311
10171	80065	COUNSELING SERVICES	36,000	\$0	36,000
10171	80075	CLERICAL SALARIES	37,019	\$1,111	38,130
10171	80096	COMMUNITY OUTREACH SPECIALIST	60,140	\$0	60,140
10171	80397	HUMAN SERVICES SPECIALIST	69,865	\$2,096	71,961
		Total 71 OFFICE OF HUMAN SERVICES	487,376	11,737	499,113
10173	80036	SALARY OF DIRECTOR	74,921	\$4,120	79,041
10173	80086	RECREATION PROGRAM COORDINATOR	42,079	\$1,262	43,341
		Total 73 RECREATION	117,000	5,382	122,382
10123	80344	SOCIAL SECURITY	607,000	11,000	618,000
10123	80359	401a PLAN	170,000	18,000	188,000
		Grand Total	12,518,077	255,206	12,773,284
10136	80435	BOF Contingency	435,000	(255,206)	179,794

 12/28/22  
 Finance Director

  
 First Selectman

**2022-2023 ADDITIONAL APPROPRIATIONS  
THRESHOLD BEFORE REQUIRED TO  
GO TO TOWN MEETING**

01/04/23

	<b>GEN FUND</b>	
	<b>22-23</b>	
Annual Adopted Budget	76,745,940	
"=.5% of Annual Budget	0.5%	
	<u>383,730</u>	
To fully fund renegotiated residential trash contract	61,424	01/04/23
Allowance for overage on fuel budgets	80,000	TBD
	-	
	-	
	-	
	-	
Total Requested Additional Appropriations YTD	<u>141,424</u>	
<b>Amount over (under) threshold</b>	<b>242,306</b>	<b>**</b>

This is the amount available for additional appropriations before a  
\*\* Town Meeting would be required.

2022-2023 PENDING LIST OF ADDITIONAL APPROPRIATION REQUESTS

01/04/23

DEPT	\$ REQUEST	SOURCE	REASON
Solid Waste	\$ -	Add. aprop./transfer/arpa	Renegotiated contract with Crandall
Police	\$ -	Add. aprop./transfer/arpa	Fund balance of new Deputy position
Assessor	\$ -	Empty new position in assessment	Raise for Assessor
Assessor	\$ -	Empty new position in assessment	ADA counter
Gasoline (Town)	\$ 80,000.00	Add. aprop./transfer/arpa	Contract not locked in price fluctuation
Town Clerk	\$ -	Add. aprop./transfer/arpa	New server/Saas system for Cott
IT	\$ -	Add. aprop./transfer/arpa	Dark optic fiber connection
	\$ 80,000.00		
		SOURCES	
Assessor	\$ -	Assessment Office Assitant II	
Assessor	\$ -	Assessor's Assitant Stipend	
Engineering	\$ (36,418.00)	Engineer's Assitant	
Planning	\$ (32,960.00)	Grant & Flood Plain Manager/remaining 6 months	
	\$ -		
	\$ (69,378.00)		
<b>NET ADD. FUNDING NEEDED</b>	<b>\$ 10,622.00</b>		

## BOROUGH OF

## STONINGTON

Jeffrey Callahan, Warden

[borowarden@att.net](mailto:borowarden@att.net)

860/908-6530 (mobile)



December 19, 2022

Danielle Chesebrough, First Selectman  
152 Elm Street  
Stonington CT 06378

Dear Ms. Chesebrough:

Over the past year, a committee appointed by the Board of Warden & Burgesses has developed a plan and design for public restrooms in the Borough. This facility is badly needed. Other than seasonal portable units, there are no public bathrooms in the Borough, making the village seem less than welcoming to the growing number of visitors, including local residents, who come to shop, dine, and enjoy our historic village. As our business owners and residents will attest, this has led to numerous embarrassing and awkward moments over the years. Many local contractors come into the Borough daily, and they too would benefit from having public restrooms available. Furthermore, if we have learned nothing else during the Covid pandemic, we should have learned the vital importance of public health infrastructure. The comfort station definitely will contribute to better public health in the Borough and the Town as a whole. Finally, having public restrooms is necessary to form a cultural district.

After a thorough analysis of potential sites for the comfort station, the north side of Wadawanuck Square, behind the library, was chosen. The primary reason for selecting this site is that it is the only Borough-owned property that is clear of the flood plain. In addition, Wad Square is the location for the great majority of public events – the Village Fair, the Battle of Stonington Run, Fourth of July reading, etc ---- that occur in the Borough.

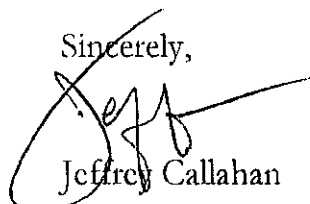
Given that location and the significant buildings nearby – the library, St. Mary Church, and the post office – great attention has been paid to the design to ensure the new structure is compatible with its surroundings. Please see rendering on next page.



The estimated cost of completing the design and constructing the comfort station is about \$400,000. This is far too great a cost for the Borough to bear on its own, so I have sent a letter to the Governor requesting state bond funding for a portion of the cost. The Borough itself has pledged \$50,000 from its ARPA fund and the Stonington Village Improvement Association and Stonington Garden Club have raised or pledged over \$60,000. Not knowing how the state will respond to our request and as a hedge against rapidly escalating construction costs, I am requesting that the Town consider granting the Borough \$100,000 from its own ARPA fund. These funds will only be used if the project goes forward by the end of 2023. If not, the funds will be returned to the Town to be reallocated.

I would be happy to answer any questions you, the Board of Selectmen, and the Board of Finance might have. Thank you for considering my request.

Sincerely,

  
Jeffrey Callahan  
Warden

Cc: Timothy O'Brien, Chairman, Board of Finance; Jim Sullivan, Finance Director  
Borough Hall: 26 Church Street (PO Box 328) Stonington, CT 06378

**TOWN OF STONINGTON  
CAPITAL PROJECT REQUEST FORM  
FY 2023-2024**

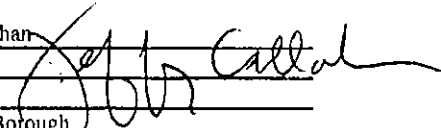
<b>Department &amp; Activity</b> Borough Of Stonington	<b>Date Prepared</b> 11/30/22
<b>Contact Person</b> Jeff Callahan, Warden	<b>Phone Number</b> (860) 908-6530
<b>1. Project Title</b> Borough Comfort Station	<b>2. Purpose of Project Request (choose one)</b> <input checked="" type="checkbox"/> Add a new item to the program. <input type="checkbox"/> Delete an item on the approved CIP <input type="checkbox"/> Modify or move a project on the approved CIP
<b>3. Department Priority</b> <u>B</u>	
<b>4. Location</b> Wadawanuck Square	

<b>5. Full Project Description (Please provide accurate detail and supporting documentation)</b>
<p>Stonington Borough is a popular destination for Stonington residents and visitors. They come to walk, shop, dine, bike ride, swim, fish and attend community and cultural events like the COMO Fair and the Christmas Stroll. Aside from temporary toilet facilities during the summer season, there are no public bathroom facilities in the Village. A civilized and welcoming community offers public bathrooms to its visitors. A Comfort Station Building committee was formed in August 2020. Their recommendations of design concept and location was presented and approved at a public meeting in October of 2021. The design (see attached) calls for two unisex bathrooms, baby change tables, a maintenance room, water bottle refil station, bench, awning, rain water run-off roof &amp; garden. For more information see - <a href="https://www.sviastonington.org/comfort-station-project">https://www.sviastonington.org/comfort-station-project</a></p>

6. Project Cost <sup>1</sup>	Amount
<b>FUNDED - Prior years</b>	<b>\$ 16,000.00</b>
FY 2023-2024	\$ 400,000.00
FY 2024-2025	
FY 2025-2026	
FY 2026-2027	
FY 2027-2028	
FY 2028-2029	
FY 2029-2030	
FY 2030-2031	
FY 2031-2032	
FY 2032-2033	
<b>Total Project Cost</b>	<b>\$ 416,000.00</b>
<b>FUNDING OFFSETS</b>	
State/Federal Grants	\$ 200,000.00
Other (Borough 66K + Private Don 50K)	\$ 116,000.00
<b>Total Offsets</b>	<b>\$ 316,000.00</b>
<b>Total Cost to Town</b>	<b>\$ 100,000.00</b>

7. Effect on Operating Costs <sup>2</sup>	Amount
<b>Direct Costs</b>	
Personnel                      No. _____	
Contractual	\$ 6,000.00
Materials/Supplies	\$ 1,000.00
Equipment	
Utilities	\$ 1,500.00
Other Costs	
<b>Total Operating</b>	<b>\$ 8,500.00</b>
<b>Fringe Benefits (TBD by Finance)</b>	
<b>Above Amounts paid for by Borough</b>	

<b>8. Effect on Revenues</b>	
Est. New Taxes	_____
Est. New User Fees	_____
Est. New Program Fees (detail on a separate sheet)	_____
<b>Total Increase in Revenues</b>	<b>\$ -</b>

<b>9. Submitting Authority</b>	
Submitted by: Print Name: Jeffrey Callahan Signature:  Position: Warden Organization: Stonington Borough	Date: 12.06.22

<sup>1</sup> On the 2nd tab, please provide supporting documentation and rationale for projected cost in current and future years.

<sup>2</sup> On the 2nd tab, please provide supporting documentation for values included in the Effect on Operating Expenses section. 12/5/2022

TOWN OF STONINGTON  
CAPITAL PROJECT REQUEST FORM - PAGE 2  
FY 2023-2024

Project Title

Date Prepared

Comfort Station

11/30/22

**Documentation and Basis for Projected Costs in Current and Future Years (attach any supporting documents)**

We have a cost estimate for the construction of the building of \$351,000. (See attached) This cost estimates is now somewhat dated so our goal is to raise \$400,000 to cover inflation and other unexpected costs. A comfort station finance committee has been focusing on various ways to raise this money. To show community support for this project, we have already raised \$50,000 from local donors. The Borough of Stonington has approved \$50,000 towards the construction cost and will be responsible for the ongoing cost of maintaining the building. We are requesting the Town of Stonington to match the funds already committed of \$100,000. We are seeking state funds for the remaining cost of construction. If those funds are not forthcoming, the Borough will borrow the remaining \$200,000.

**Documentation for values included in the Effect on Operating Expenses section (attach any supporting documents)**

All operating expenses and ongoing maintenace will be paid for by the Borough of Stonington.

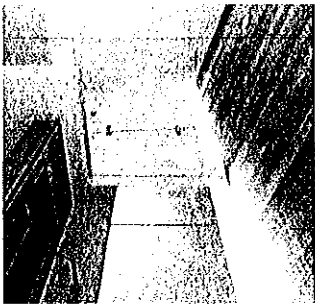


Stonington Borough Comfort Station  
Schematic Rendering 2022

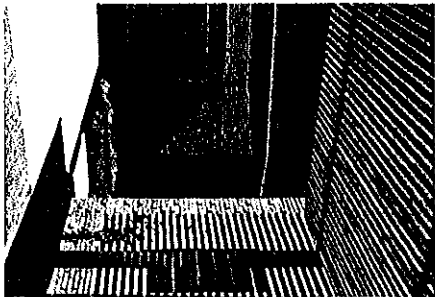
Julia M. Leeming Architect

ATT 1

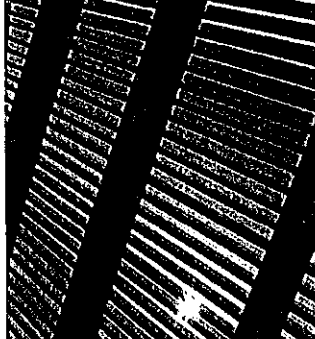




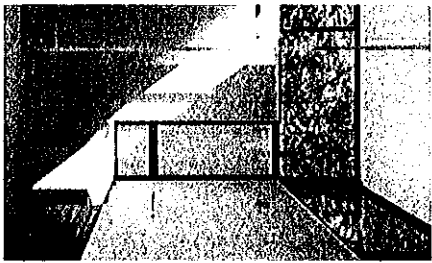
1 WOOD BOARD CEILING  
Scale: 1/8" = 1'-0"



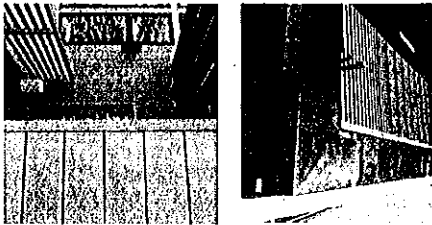
2 WOOD OVERHANG + SCREEN  
Scale: 1/8" = 1'-0"



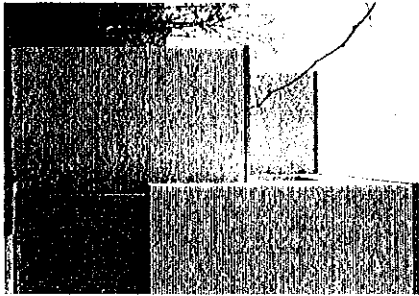
3 WOOD OVERHANG  
Scale: 1/8" = 1'-0"



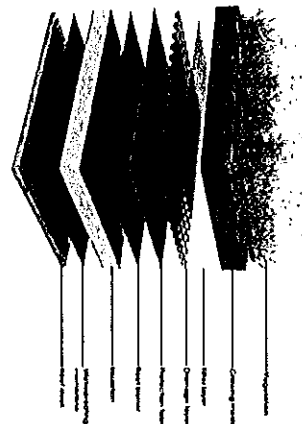
4 CLERESTORY WINDOW  
Scale: 1/8" = 1'-0"



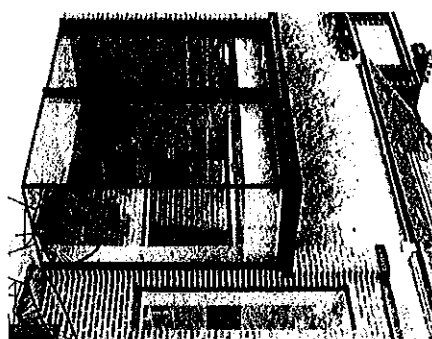
5 COPPER COPING + NICKEL GAP SIDING  
Scale: 1/8" = 1'-0"



6 WHITE BRICK  
Scale: 1/8" = 1'-0"



7 GREEN ROOF DIAGRAM  
Scale: 1/8" = 1'-0"



8 GREEN ROOF  
Scale: 1/8" = 1'-0"

J. Lee M. Learning Architect LLC

Office

120 Bayview Ave

Stamford, CT 06378

Phone

917 400 4172

www.jleemlearning.com

Project

Stamford Courthouse

20 High Street

Stamford, CT 06378

Architect

J. Lee M. Learning Architect

P.O. Box 290

Stamford, CT 06378

917 400 4172

Client

Stamford Courthouse

19 Main Street

Stamford, CT 06378

Structural Engineer

Stamford Engineering

19 Main Street

Stamford, CT 06378

Scale

1/8" = 1'-0"

Date

October 16, 2021

Drawn by

JAL

Sheet No.

A-4

Project

Stamford Courthouse

19 Main Street

Stamford, CT 06378

Scale

1/8" = 1'-0"

Date

October 16, 2021

Drawn by

JAL

Sheet No.

A-4

Project

Stamford Courthouse

19 Main Street

Stamford, CT 06378

Scale

1/8" = 1'-0"

Date

October 16, 2021

Drawn by

JAL

Sheet No.

A-4

Project

Stamford Courthouse

19 Main Street

Stamford, CT 06378

Scale

1/8" = 1'-0"

Date

October 16, 2021

Drawn by

JAL

Sheet No.

A-4

Project

Stamford Courthouse

19 Main Street

Stamford, CT 06378

Scale

1/8" = 1'-0"

Date

October 16, 2021

Drawn by

JAL

Sheet No.

A-4

Project

Stamford Courthouse

19 Main Street

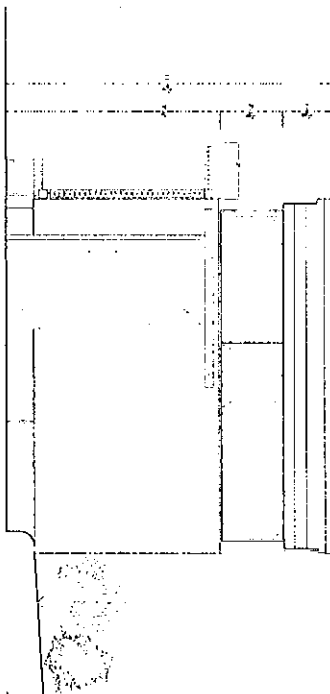
Stamford, CT 06378

Scale

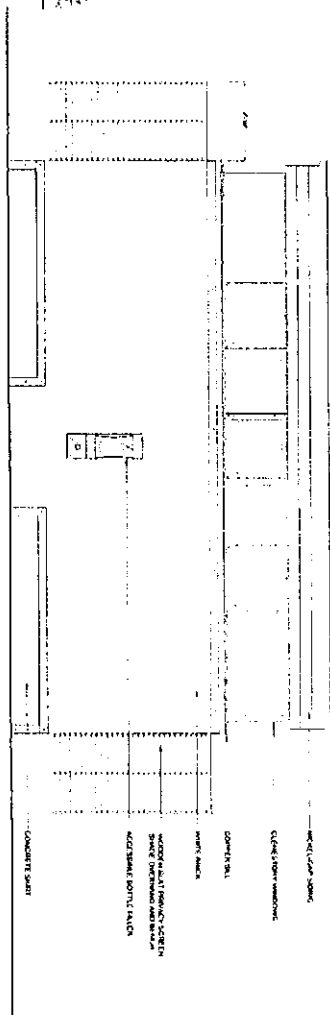
1/8" = 1'-0"

Date

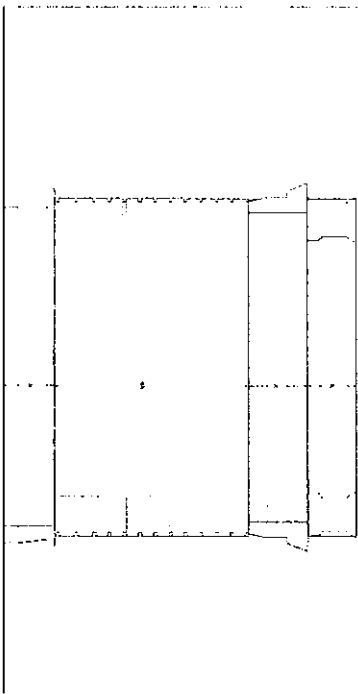
October 16, 2021



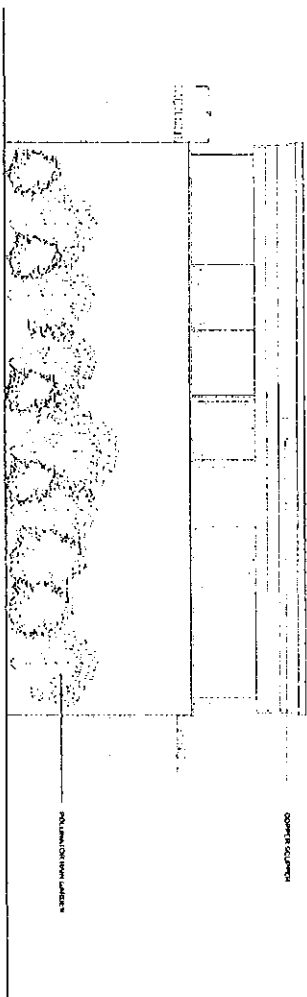
WEST EXTERIOR ELEVATION



2 NORTH EXTERIOR ELEVATION  
Scale: 1/2" = 1'-0"



4  
SFL PROPORTIONS DIAGRAM  
Scale: 1/4" = 1'



3 SOUTH EXTERIOR ELEVATION  
Scale: 1/2"=1'-0"

Julia M Learning Architect LLC  
Office:  
22 Bayview Ave  
Studio A  
Storington CT 06378  
Storington CT 06378  
P.O. Box 389  
Storington CT 06378  
Phone:  
917 403 4272  
Email:  
julialearningarchitect@gmail.com

**Architect**  
John M. Learning Architect  
P.O. Box 360  
Stamington, CT 06378  
203.400.4272

**Civil Engineer**  
Cleveland & Associates, LTD  
99 Meriden St  
Plainville, CT 06061

**Structural Engineer**

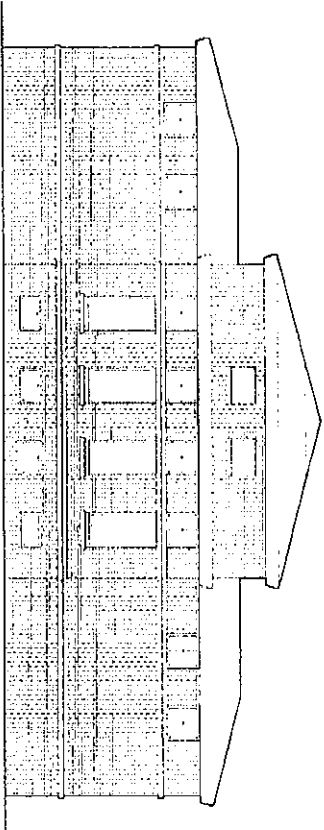
## References

Phases  
SCHEMATIC DESIGN  
Sheet Title  
EXTERIOR ELEVATIONS

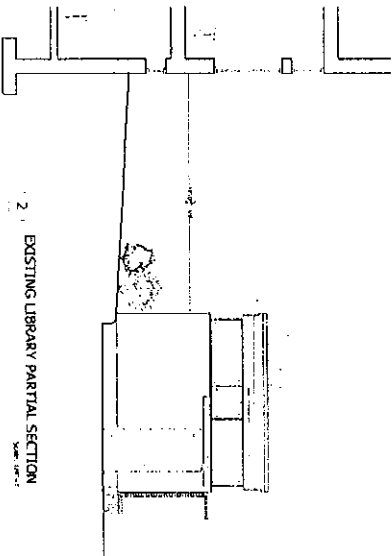
Scale  
As noted  
Date  
November 18, 2021

Drawn by  
JAL  
Sheet no

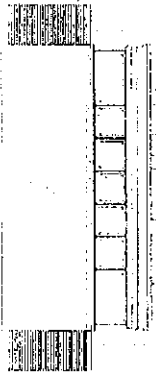
A-5



1 EXISTING LIBRARY NORTH EXTERIOR ELEVATION  
Scale: 1/8" = 1'-0"



2 EXISTING LIBRARY PARTIAL SECTION  
Scale: 1/8" = 1'-0"



3 COMFORT STATION NORTH EXTERIOR ELEVATION  
Scale: 1/8" = 1'-0"

1/8" = 1'-0"  
1/16" = 1'-0"  
1/32" = 1'-0"  
1/64" = 1'-0"  
1/128" = 1'-0"  
1/256" = 1'-0"

James M. Loomis Architect LLC  
221 Main Street  
Suite A  
Seymour, CT 06378  
Main: 860.385.8800  
Fax: 860.385.8801  
Phone: 860.385.8802  
Email: jml@jmla.com  
Project: Comfort Station  
70 High Street  
Seymour, CT 06378

Architect:  
James M. Loomis Architect  
P.O. Box 599  
Seymour, CT 06378  
917.450.8173  
Civil Engineer:  
James M. Loomis Architect, LTD  
99 Main Street  
Pawcatuck, CT 06379  
Structural Engineer:

Revisions

Phase:  
Schematic Design  
Sheet Title:  
EXTERIOR ELEVATION STUDIES

Scale:  
As Shown  
Date:  
November 16, 2021

Drawn by:  
JML  
Sheet No:

A-6

BRECK CO.

# Borough Comfort Station

20 High Street  
Stonington, CT 06378

Concept Estimate

September 24, 2021

Design Architect: Julia M. Leeming Architect LLC  
22 Bayview Ave.  
Stonington, CT 06378

Prepared for: Borough Of Stonington  
26 Church Street  
Stonington, CT 06378

240 North Main Street  
Stonington, CT 06378

917-853-1988

ATT 2

## Executive Summary

(The Executive Summary's Project Grand total is rounded up to the next \$1,000)

BUILDING			Cost per SF
TRADE TOTAL FOR BUILDING	\$	175,879	\$ 687
TOTAL FOR CIVIL WORK	\$	72,843	\$ 285
TOTAL MARKUPS	\$	101,600	\$ 397
PROJECT GRAND TOTAL		\$351,000	
COST PER SQUARE FOOT		\$1,368	/SF
GROSS SQUARE FOOT AREA		256	SF
CUMULATIVE MARK-UPS		40.8%	

## Alternates with mark up

1	Replace brick with EIFS	\$	(8,313)
2	Benches	\$	(6,012)
3	One accessible Bathroom	\$	(1,183)
4	One drinking fountain	\$	(2,957)
5	Screens and Overhangs	\$	(14,601)
6	Reduce Paving and curb on south side	\$	(7,434)

## Qualifications

**Qualifications & Assumptions****GENERAL**

Pricing Set Documents and Specifications as prepared by Julia Leeming Architects and dated 9-9-21 and 8-13-21 as concepts.

The project is the construction of a new comfort Station at Wadawanuck Square behind the library in Borough of Stonington, CT.

An assumed start date of September 1 2022 and an assumed completion date of April 1 2023 equating to an 7 months of construction period.

**MARK-UPS (Mark-ups are cumulative)**

Design Contingency 10.0%

*The Design Contingency mark-up is added to account for minor design changes that may occur during the designing of the project. At the Pre-bid or Final phase estimate, this mark-up is eliminated.*

General Conditions 10.0%

*The General Conditions mark-up accounts for the legal requirements and costs of the project.*

Construction Management Fees 4.0%

*The Construction Management Fee accounts for the cost of having a management firm coordinate the project and act as the owner's representative in all aspects of the construction project.*

Insurance; General Liability 1.5%

*This mark-up covers the required General Liability Insurance that will have to be carried during the construction period.*

Bidding/Construction Contingenc 5.0%

*The Bidding/Construction Contingency mark-up accounts for unforeseen emergencies or design shortfalls identified after the construction project commences.*

Completion Bond 0.0%

*The Completion Bond is a guarantee given to the owner to assure that the contractor will complete the project. If the contractor completes the project, the bond amount is refunded to the contractor. If the contractor fails to complete the project, the owner is within his/her rights to keep the bond to help complete the project.*

Escalation (April/2023) 5.00%

*The Escalation Mark-up is added to account for the increases in cost that may occur between the date when the final cost is estimated and the mid-point of the construction of the project.*

<b>Total Cumulative Mark-up</b>	<b>40.8%</b>
---------------------------------	--------------

**Qualifications****Qualifications & Assumptions****AREA CALCULATIONS**

GSF measured from exterior face of structure in accordance with American Institute of Architects.

New building GSF: internal dimensions = 256 sf

Site work (Landscape) GSF = 1,846 sf

**ALLOWANCES**

As laid out in estimate

**EXCLUSIONS**

Mock up allowance is intended for performance evaluation only.

Hazardous material remediation, asbestos abatement, lead paint abatement, etc.

Monitoring of any adjacent structures.

Vehicular roadwork other than required for the local power and water utility company work.

FF&E (Furniture, Fixtures & Equipment) such as moveable furniture, desks, outdoor tables & chairs, etc. unless otherwise noted.

Phasing, swing space, mobilization, etc.

Soft costs such as land costs, financing, etc.

Building permit

Comfort Station  
Stonington, CT  
Concept Estimate

240 North Main Street  
Stonington, CT 06378  
917-853-1988

Area Analysis

Floor Level	Building Area GSF
-------------	-------------------

Comfort Station	256
-----------------	-----

<b>Total Project GSF</b> <i>excluding external covered areas</i>	<b>256</b>
------------------------------------------------------------------	------------

<b>Site Improvements GSF</b>	<b>1,846</b>
------------------------------	--------------

*Note: GSF measured from exterior face of structure in accordance with American Institute of Architects.*

## Grand Summary - Building

GSF AREA	256
----------	-----

DIV	DESCRIPTION	SF COST	% of Total	DIV. TOTAL	
01 00 00	GENERAL REQUIREMENTS	\$33.30	0.1%	\$8,525	
02 00 00	EXISTING CONDITIONS	\$9.22	0.7%	\$2,360	
03 00 00	CONCRETE	\$21.82	1.6%	\$5,585	
04 00 00	MASONRY	\$79.28	5.8%	\$20,296	
05 00 00	METALS	\$61.88	4.5%	\$15,840	
06 00 00	WOODS, PLASTICS AND COMPOSITES	\$91.15	6.7%	\$23,335	
07 00 00	THERMAL AND MOISTURE PROTECTION	\$67.78	5.0%	\$17,352	
08 00 00	OPENINGS	\$89.80	6.6%	\$22,990	
09 00 00	FINISHES	\$24.61	1.8%	\$6,300	
10 00 00	SPECIALTIES	\$16.76	1.2%	\$4,290	
11 00 00	EQUIPMENT	\$6.86	0.5%	\$1,756	
12 00 00	FURNISHINGS	\$0.00	0.0%	\$0	
22 00 00	PLUMBING	\$98.93	7.2%	\$25,325	
23 00 00	HVAC	\$29.48	2.2%	\$7,548	
26 00 00	ELECTRICAL	\$56.17	4.1%	\$14,379	
31 00 00	EARTHWORK	\$17.57	1.3%	\$4,497	
32 00 00	EXTERIOR IMPROVEMENTS	\$126.27	9.2%	\$32,325	
33 00 00	UTILITIES	\$140.71	10.3%	\$36,021	
SUBTOTAL (direct trades)		\$971.57	71.0%	\$248,722	
	DESIGN CONTINGENCY	10.0%	\$97.27	7.1%	\$24,900
	GENERAL CONDITIONS	10.0%	\$107.03	7.8%	\$27,400
	CONSTRUCTION MANAGEMENT FEES	4.0%	\$46.88	3.4%	\$12,000
	INSURANCE; GENERAL LIABILITY	1.5%	\$18.36	1.3%	\$4,700
	BIDDING/CONSTRUCTION CONTINGENCY	5.0%	\$62.11	4.5%	\$15,900
	COMPLETION BOND	0.0%	\$0.00	0.0%	\$0
	ESCALATION (APRIL/2023)	5.0%	\$65.23	4.8%	\$16,700
GRAND TOTAL		40.8%	\$1,368.45	100.0%	\$350,322

GRAND SUMMARY BUILDING

**Comfort Station  
Stonington, CT  
Concept Estimate**

**Trade Summary - Building**

GSF AREA	256
----------	-----

DIV	SECT	DESCRIPTION	SF COST	SECT TOTAL	DIV TOTAL
01 00 00		<b>GENERAL REQUIREMENTS</b>	\$33.30		<b>\$8,525</b>
	01 40 00	QUALITY REQUIREMENTS	\$5.86	\$1,500	
	01 50 00	TEMPORARY FACILITIES AND CONTROLS	\$27.44	\$7,025	
02 00 00		<b>EXISTING CONDITIONS</b>	\$9.22		<b>\$2,360</b>
	02 41 16	STRUCTURE DEMOLITION	\$9.22	\$2,360	
03 00 00		<b>CONCRETE</b>	\$21.82		<b>\$5,585</b>
	03 30 00	CAST IN PLACE CONCRETE	\$21.82	\$5,585	
04 00 00		<b>MASONRY</b>	\$79.28		<b>\$20,296</b>
	04 22 00	CONCRETE UNIT MASONRY	\$79.28	\$20,296	
05 00 00		<b>METALS</b>	\$61.88		<b>\$15,840</b>
	05 12 00	STRUCTURAL METAL FRAMING	\$35.31	\$9,040	
	05 50 00	METAL FABRICATIONS	\$5.00	\$1,280	
	05 70 00	DECORATIVE METAL	\$21.56	\$5,520	
06 00 00		<b>WOOD, PLASTICS AND COMPOSITES</b>	\$91.15		<b>\$23,335</b>
	06 10 00	ROUGH CARPENTRY	\$68.12	\$17,440	
	06 20 00	FINISH CARPENTRY	\$23.03	\$5,895	
07 00 00		<b>THERMAL AND MOISTURE PROTECTION</b>	\$67.78		<b>\$17,352</b>
	07 10 00	DAMPPROOFING AND WATERPROOFING	\$0.35	\$91	
	07 20 00	THERMAL PROTECTION	\$13.29	\$3,402	
	07 60 00	FLASHING AND SHEET METAL	\$13.38	\$3,425	
	07 70 00	ROOF AND WALL SPECIALTIES AND ACCESSOI	\$1.76	\$450	
	07 72 00	ROOFING	\$39.00	\$9,984	
08 00 00		<b>OPENINGS</b>	\$89.80		<b>\$22,990</b>
	08 11 00	METAL DOORS AND FRAMES	\$18.75	\$4,800	
	08 31 00	ACCESS DOORS AND PANELS	\$1.41	\$360	
	08 43 00	STOREFRONT	\$69.14	\$17,700	

TRADE SUMMARY - BUILDING

## Trade Summary - Building

GSF AREA	256
----------	-----

DIV	SECT	DESCRIPTION	SF COST	SECT. TOTAL	DIV. TOTAL
	08 90 00	LOUVERS AND VENTS	\$0.51	\$130	
09 00 00		FINISHES	\$24.61		\$6,300
	09 60 00	FLOORING	\$1.04	\$266	
	09 70 00	WALL FINISHES	\$18.70	\$4,788	
	09 90 00	INTERIOR SPECIALTIES	\$4.87	\$1,246	
10 00 00		SPECIALTIES	\$16.76		\$4,290
	10 28 00	TOILET ACCESSORIES	\$16.76	\$4,290	
11 00 00		EQUIPMENT	\$6.86		\$1,756
	11 00 00	EQUIPMENT	\$6.86	\$1,756	
22 00 00		PLUMBING	\$98.93		\$25,325
	22 00 00	PLUMBING	\$98.93	\$25,325	
23 00 00		HVAC	\$29.48		\$7,548
	23 00 00	HEATING, VENTILATION AND AIR-CONDITIONING	\$29.48	\$7,548	
26 00 00		ELECTRICAL	\$56.17		\$14,379
	26 00 00	ELECTRICAL	\$56.17	\$14,379	
31 00 00		EARTHWORK	\$17.57		\$4,497
	31 20 00	EARTH MOVING	\$17.57	\$4,497	
32 00 00		SITE IMPROVEMENTS	\$126.27		\$32,325
	32 13 00	RIGID PAVING	\$126.27	\$32,325	
33 00 00		UTILITIES	\$140.71		\$36,021
	33 30 00	UTILITIES	\$140.71	\$36,021	
		<b>SUBTOTAL (direct trades)</b>	<b>\$971.57</b>		<b>\$248,722</b>

**Comfort Station  
Stonington, CT  
Concept Estimate**

240 North Main Street  
Stonington, CT 06378  
917-853-1988

**Trade Summary - Building**

GSF AREA	256
----------	-----

DIV	SECT	DESCRIPTION	PERCENT	PER COST	SECT TOTAL	DIV TOTAL
		DESIGN CONTINGENCY	10.0%	\$97.27		\$24,900
		GENERAL CONDITIONS	10.0%	\$107.03		\$27,400
		CONSTRUCTION MANAGEMENT FEES	4.0%	\$46.88		\$12,000
		INSURANCE; GENERAL LIABILITY	1.5%	\$18.36		\$4,700
		BIDDING/CONSTRUCTION CONTINGENC	5.0%	\$62.11		\$15,900
		COMPLETION BOND	0.0%	\$0.00		\$0
		ESCALATION (APRIL/2023)	5.0%	\$65.23		\$16,700
<b>GRAND TOTAL</b>			<b>40.8%</b>	<b>\$1,368.45</b>		<b>\$350,322</b>

TRADE SUMMARY - BUILDING

## Trade Detail - Building

SECT	DESCRIPTION	QTY	UNIT	UNIT PRICE	ITEM COST	TRADE COST
<b>01 40 00</b>	<b>QUALITY REQUIREMENTS</b>					<b>\$1,500</b>
	Quality Requirements					
	Allowance for testing of materials	1	ls	1,500.00	1,500	
<b>01 50 00</b>	<b>TEMPORARY FACILITIES AND CONTROLS</b>					<b>\$7,025</b>
	General Requirements					
	Site fencing	155	lf	25.00	3,875	
	Temporary gates	1	ls	250.00	250	
	Tree protection	2	ea	400.00	800	
	Allowance for temporary power & lighting	6	mo	350.00	2,100	
<b>02 41 16</b>	<b>STRUCTURE DEMOLITION</b>					<b>\$2,360</b>
	Remove trees	1	ea	200.00	200	
	Remove plantings and hardscapes	1,080	sf	2.00	2,160	
<b>03 30 00</b>	<b>CAST IN PLACE CONCRETE</b>					<b>\$5,585</b>
	Foundation Concrete					
	12" foundation wall	5	CY	380.00	1,900	
	20 x 12" continuous footing footings_1	51	LF	35.00	1,785	
	4" concrete slab on grade	190	SF	10.00	1,900	
<b>04 22 00</b>	<b>CONCRETE UNIT MASONRY</b>					<b>\$20,296</b>
	Concrete Unit Masonry					
	8" thick concrete masonry blocks filled solid	328	sf	25.00	8,200	
	Common brick white	378	sf	32.00	12,096	
<b>05 12 00</b>	<b>STRUCTURAL METAL FRAMING</b>					<b>\$9,040</b>
	Structural Steel Framing					
	w8x28	2,240	lb	2.60	5,824	
	Metal deck	256	sf	6.00	1,536	
	HSS posts	16	lf	45.00	720	
	Bracket for posts	8	ea	120.00	960	
<b>05 50 00</b>	<b>METAL FABRICATIONS</b>					<b>\$1,280</b>
	Miscellaneous Metal					
	Allowance for miscellaneous metals	256	sf	5.00	1,280	
<b>05 70 00</b>	<b>DECORATIVE METAL</b>					<b>\$5,520</b>
	Supports for benches and overhangs	46	lf	120.00	5,520	
<b>06 10 00</b>	<b>ROUGH CARPENTRY</b>					<b>\$17,440</b>

## Trade Detail - Building

SECT	DESCRIPTION	QTY	UNIT	UNIT PRICE	ITEM COST	TRADE COST
	6" Red iron sr wall	137	sf	25.00	3,425	
	sheetrock ceiling	48	sf	15.00	713	
	furring	63	sf	8.00	504	
	Bench	14	lf	210.00	2,940	
	Screens and overhangs	34	lf	185.00	6,290	
	Nichel gap board spanderl cover	80	SF	35.00	2,800	
	Rough Carpentry					
	Allowance for rough carpentry	256	gsf	3.00	768	
<b>06 20 00</b>	<b>FINISH CARPENTRY</b>					<b>\$5,895</b>
	Interior trims					
	Casings					
	Doors	51	lf	15.00	765	
	Window sills	62	lf	15.00	930	
	Wood ceiling	140	sf	30.00	4,200	
<b>07 10 00</b>	<b>DAMPPROOFING AND WATERPROOFING</b>					<b>\$91</b>
	Foundation Waterproofing					
	Vapor barrier @ concrete slab	181	sf	0.50	91	
<b>07 20 00</b>	<b>THERMAL PROTECTION</b>					<b>\$3,402</b>
	Rigid Insulation					
	2" thick extruded insulation board @ basement slab	181	sf	2.00	362	
	2 1/2" thick extruded insulation board @ exterior walls and stemwall	504	sf	4.00	2,016	
	2 1/4" thick extruded insulation board @ roof	256	sf	4.00	1,024	
<b>07 60 00</b>	<b>FLASHING AND SHEET METAL</b>					<b>\$3,425</b>
	Grace ice and water shield waterproofing membrane	250	sf	2.00	500	
	Copper coping	65	lf	45.00	2,925	
<b>07 70 00</b>	<b>ROOF AND WALL SPECIALTIES AND ACCESSORIES</b>					<b>\$450</b>
	Roofing Accessories					
	Leaders	18	lf	25.00	450	
<b>07 72 00</b>	<b>ROOFING</b>					<b>\$9,984</b>
	Green roof by Hygrotech	256	sf	39.00	9,984	

## Trade Detail - Building

SECT	DESCRIPTION	QTY	UNIT	UNIT PRICE	ITEM COST	TRADE COST
<b>08 11 00</b>	<b>METAL DOORS AND FRAMES</b>					<b>\$4,800</b>
	Metal Doors and Frames+ hardware					
	36" x 7' fpse metal swing door	3	ea	1,600.00	4,800	
<b>08 31 00</b>	<b>ACCESS DOORS AND PANELS</b>					<b>\$360</b>
	Access Doors and Panels					
	access panel	2	ea	180.00	360	
<b>08 43 00</b>	<b>STOREFRONT</b>					<b>\$17,700</b>
	Windows	142	sf	100.00	14,200	
	Mirrors	100	sf	35.00	3,500	
<b>08 90 00</b>	<b>LOUVERS AND VENTS</b>					<b>\$130</b>
	Louvers					
	Fresh air intake louver	2	sf	65.00	130	
<b>09 60 00</b>	<b>FLOORING</b>					<b>\$266</b>
	Seal concrete floor	177	sf	1.50	266	
<b>09 70 00</b>	<b>WALL FINISHES</b>					<b>\$4,788</b>
	Ceramic wall tile	342	sf	14.00	4,788	
<b>09 90 00</b>	<b>PAINTING AND COATINGS</b>					<b>\$1,246</b>
	Painting and Coatings					
	Allowance	1	ls	650.00	650	
	Doors	2	ea	45.00	90	
	trim	113	lf	2.00	226	
	Clear coat on ceilings	140	sf	2.00	280	
<b>10 28 00</b>	<b>TOILET ACCESSORIES</b>					<b>\$4,290</b>
	HC grab bars	4	EA	145.00	580	
	Napkin disposal	2	EA	210.00	420	
	Paper towel dispenser	2	EA	225.00	450	
	Soap dispenser	2	EA	225.00	450	

## Trade Detail - Building

SECT	DESCRIPTION	QTY	UNIT	UNIT PRICE	ITEM COST	TRADE COST
	Toilet paper dispenser	2	EA	250.00	500	
	Trash receptacle	2	EA	350.00	700	
	Coat hook	2	EA	45.00	90	
	Baby changing table	2	EA	550.00	1,100	
<b>11 00 00</b>	<b>EQUIPMENT</b>					<b>\$1,756</b>
	Signage					
	Code signs	256	sf	1.00	256	
	Building signage	1	ls	1,500.00	1,500	
<b>22 00 00</b>	<b>PLUMBING</b>					<b>\$25,325</b>
	<u>Equipment</u>					
	10 gallon DHW tank	1	ea	1,200.00	1,200	
	<u>Fixtures</u>					
	WC	2	ea	1,500.00	3,000	
	Lavatories	2	ea	2,500.00	5,000	
	Urinal	2	ea	1,500.00	3,000	
	Mop sink	1	ea	2,100.00	2,100	
	Drinking fountain	2	ea	2,100.00	4,200	
	Hose bibs	1	ea	225.00	225	
	<u>Domestic H&amp;C Water</u>					
	Below grade pipework; Back flow and meter	1	ls	2,700.00	2,700	
	<u>Sanitary Waste &amp; Vent</u>					
	Below grade pipework; Allowance	36	lf	25.00	900	
	<u>Equipment</u>					
	Floor drains	3	ea	750.00	2,250	
	<u>Miscellaneous</u>					
	Allowance for heat trace	1	ls	750.00	750	
<b>23 00 00</b>	<b>HEATING, VENTILATION AND AIR-CONDITIONING</b>					<b>\$7,548</b>
	<u>Cabinet Unit Heaters</u>	3	ea	1,600.00	4,800	
	<u>Fans</u>					
	EF	2	ea	1,200.00	2,400	
	<u>Controls</u>					

**Comfort Station  
Stonington, CT  
Concept Estimate**

240 North Main Street  
Stonington, CT 06378  
917-853-1988

**Trade Detail - Building**

SECT	DESCRIPTION	QTY	UNIT	UNIT PRICE	ITEM COST	TRADE COST
	Allowance for controls	256	sf	0.50	128	
	<u>Misc</u> Sub-contract general conditions / requirements	1	ls	219.84	220	
<b>26 00 00</b>	<b>ELECTRICAL</b>					<b>\$14,379</b>
	<u>Switchgear</u>					
	Incoming service	1	ea	1,500.00	1,500	
	Meter pan	1	ea	2,500.00	2,500	
	100Amp panels 16 cirs	1	ea	1,800.00	1,800	
	<u>Feeders</u>					
	Line side;					
	2" PVC conduit	46	lf	18.00	828	
	feeder to pole	46	lf	35.54	1,635	
	<u>Equipment Feeds &amp; Connections</u>					
	Cabinet heaters	3	ea	450.00	1,350	
	Fans	2	ea	450.00	900	
	<u>Allowances for Light Fixtures</u>					
	Lighting allowance	256	ea	8.00	2,048	
	<u>Lighting Controls</u>					
	Switch	3	ea	125.00	375	
	<u>Branch power</u>					
	Allowance for branch power	256	sf	1.00	256	
	<u>Fire Detection &amp; Alarm</u>					
	Allowance for fire detection & alarm; assumed to be limited to smoke / CO detectors	256	ls	3.00	768	
	Sub-contract general conditions / requirements	1	ls	418.80	419	
<b>31 20 00</b>	<b>EARTH MOVING</b>					<b>\$4,497</b>
	<u>Filling</u>					
	Adjusting grades	45	cy	25.00	1,128	
	Rough grading	1,846	sf	1.00	1,846	
	footing excavation	16	cy	25.00	400	
	<u>Hauling and will need to stock pile for back fill</u>					
	Remove excess excavated material from site (assume 30 miles)	10	cy	45.00	450	
	Backfill	12	CY	25.00	300	
	Seeding	373	sf	1.00	373	

**Comfort Station  
Stonington, CT  
Concept Estimate**

**Trade Detail - Building**

SECT	DESCRIPTION	QTY	UNIT	UNIT PRICE	ITEM COST	TRADE COST
<b>32 13 00</b>	<b>RIGID PAVING</b>					<b>\$32,325</b>
	Side walk and patching	1,600	sf	12.00	19,200	
	New and Existing Curb and sub base Including corners and HC ramps	75	lf	175.00	13,125	
<b>33 30 00</b>	<b>UTILITIES</b>					<b>\$36,021</b>
	Water					
	1 1/2" Iron pipe	45	LF	45.00	2,025	
	Excavating trench 4' - 6 deep and back fill	20	cy	45.00	900	
	Shoring	360	sf	12.00	4,320	
	Paving	560	sf	16.00	8,960	
	Cost to water company	1	ls	2,500.00	2,500	
	Sewerage					
	6" PVC sanitary Pipe	36	LF	above		
	Excavating trench 4' - 6 deep and back fill	16	cy	45.00	720	
	Shoring	288	sf	12.00	3,456	
	Paving					
	Electrical					
	2" conduit	45	LF	above		
	Excavating trench 4' - 6 deep and back fill	20	cy	45.00	900	
	Shoring	360	sf	12.00	4,320	
	Paving	560	sf	12.00	6,720	
	Cost to utility	1	ls	1,200.00	1,200	

**TOWN OF STONINGTON**  
**ARPA GRANT BUDGET- AGENCY FUNDING REQUESTS**  
**APPROVED AT TOWN MEETING OCTOBER 18, 2021**  
**YTD EXPENDITURES AS OF December 28, 2022**

LINE #	Implementation Agency	Expenditure Classification	Approved Budget	Board of Selectmen/ Finance Adjustments 2021-22	Adjusted Project Budget	Expenditures/ Encumbered to Date 11/02/22	Balance of Project as of 11/2/22
1		<b>FACILITIES</b>					
2	Town	Town Hall HVAC	1,200,000	440,000	1,640,000	-	1,640,000
3	Town	Human Services HVAC	340,000	(340,000)	-	-	-
4	Town	Salt Dome	600,000	362,425	962,425	(127,606)	834,819
5	School	SMS HVAC	100,000	(100,000)	-	-	-
6	Outside Agency	Inclusion Foundation (Old Mystic Site)	-	-	-	-	-
7	School	Child and Family Stonington Office	-	-	-	-	-
8	Town	Contingency	1,000,000	(912,162)	87,838	-	87,838
9	Town	Tennis Courts Project	-	499,333	499,333	(251,848)	247,485
10	Town	Spellman Park Pavilion Roof	-	19,975	19,975	(19,975)	-
11		<b>TOTAL FACILITIES</b>	<b>3,240,000</b>	<b>(30,429)</b>	<b>3,209,571</b>	<b>(399,429)</b>	<b>2,810,142</b>
12		<b>INFRASTRUCTURE</b>					
13	Town	Water Line Loop	-	-	-	-	-
14	Town	Fourth District Voting Hall drainage and paving	150,000	-	150,000	(19,000)	131,000
15	Town	Town Hall drainage and parking lot	375,000	(85,425)	289,575	(14,700)	274,875
16	Town	Sewer I&I	-	-	-	-	-
17	Town	Radio Loop/Microwave	-	-	-	-	-
18	Town	Paving	706,668	-	706,668	(591,043)	115,625
19	Town	Veterans Memorial	-	86,420	86,420	(86,420)	-
20		<b>TOTAL INFRASTRUCTURE</b>	<b>1,231,668</b>	<b>995</b>	<b>1,232,663</b>	<b>(711,163)</b>	<b>521,500</b>
21		<b>HOUSING</b>					
22	Outside Agency	Stonington Housing Fund-AWP Project Manager	150,000	-	150,000	-	150,000
23	N/A	ALICE	-	-	-	-	-
24			-	-	-	-	-
25		<b>TOTAL HOUSING</b>	<b>150,000</b>	<b>-</b>	<b>150,000</b>	<b>-</b>	<b>150,000</b>
26		<b>TRANSPORTATION</b>					
27	Town	Stonington Transportation Fund	-	-	-	-	-
28	Town	General Assistance	50,000	-	50,000	(33,304)	16,696
29		<b>TOTAL TRANSPORTATION</b>	<b>50,000</b>	<b>-</b>	<b>50,000</b>	<b>(33,304)</b>	<b>16,696</b>
30		<b>ECONOMY</b>					
31	OCCC	Ocean Community Chamber of Commerce	75,000	-	75,000	(50,234)	24,766
32	SCCC	Southeastern CT Cultural Coalition	52,000	-	52,000	(52,000)	-
33	Mystic Chamber	Mystic Chamber	13,000	-	13,000	(13,000)	-
34			-	-	-	-	-
35		<b>TOTAL ECONOMY</b>	<b>140,000</b>	<b>-</b>	<b>140,000</b>	<b>(115,234)</b>	<b>24,766</b>

**TOWN OF STONINGTON**  
**ARPA GRANT BUDGET- AGENCY FUNDING REQUESTS**  
**APPROVED AT TOWN MEETING OCTOBER 18, 2021**  
**YTD EXPENDITURES AS OF December 28, 2022**

LINE #	Implementation Agency	Expenditure Classification	Approved Budget	Board of Selectmen/ Finance Adjustments 2021-22	Adjusted Project Budget	Expenditures/ Encumbered to Date 11/02/22	Balance of Project as of 11/2/22
36		<b>SERVICES</b>					
37	Town	Mental Health 911/211 campaign and counseling	22,480	-	22,480	-	22,480
38	Outside Agency	Libraries-COVID Expenses	40,000	-	40,000	(40,000)	-
39	Outside Agency	New Heights- Program Van	41,000	-	41,000	(41,000)	-
40	Outside Agency	Corro- HVAC	80,000	-	80,000	-	80,000
41	Outside Agency	Always Home- Stonington Assistance Fund	10,000	-	10,000	(10,000)	-
42	Outside Agency		-	-	-	-	-
43	Outside Agency	Edythe K Richmond PPE	10,138	-	10,138	-	10,138
44	Outside Agency		-	-	-	-	-
45		<b>TOTAL SERVICES</b>	<b>203,618</b>	<b>-</b>	<b>203,618</b>	<b>(91,000)</b>	<b>112,618</b>
46		<b>SECURITY/HEALTH</b>					
47	Outside Agency	Ambulances	11,500	-	11,500	(11,500)	-
48		Mystic	7,500	-	7,500	(7,500)	-
49		Westerly	-	-	-	-	-
50	Town	Police Dispatch	-	-	-	-	-
51	Town	Cyber	110,000	54,000	164,000	(164,000)	-
52	Outside Agency	LLHD	52,309	-	52,309	(52,309)	-
53			-	-	-	-	-
54		<b>TOTAL SECURITY/HEALTH</b>	<b>181,309</b>	<b>54,000</b>	<b>235,309</b>	<b>(235,309)</b>	<b>-</b>
55		<b>GENERAL ASSISTANCE WITH GRANT ADMINISTRATION</b>					
56	Outside Agency	SECOG	34,332	(24,566)	9,766	(8,583)	1,183
57	Town	Administration	-	-	-	(1,183)	(1,183)
58		<b>TOTAL GENERAL ASSISTANCE</b>	<b>34,332</b>	<b>(24,566)</b>	<b>9,766</b>	<b>(9,766)</b>	<b>-</b>
59		<b>TOTAL</b>	<b>5,230,927</b>	<b>-</b>	<b>5,230,927</b>	<b>(1,595,205)</b>	<b>3,635,722</b>
60		Unrestricted Use Funds-1.9million available	1,416,668	416,425	1,833,093	(882,649)	950,444
61		Restricted by Interim Rule Guidance	3,814,259	(416,425)	3,397,834	(712,556)	2,685,278
62		<b>TOTAL</b>	<b>5,230,927</b>	<b>-</b>	<b>5,230,927</b>	<b>(1,595,205)</b>	<b>3,635,722</b>