

RECEIVED FOR RECORD
STONINGTON, CT.

TOWN OF STONINGTON

152 Elm Street • Stonington, Connecticut 06378

24 MAR -1 AM 8:46

BOARD OF FINANCE SPECIAL BUDGET MEETING

SALLY DUPLICE
TOWN CLERK

Board of Education District Office Conference Room

40 Field Street, Pawcatuck

Monday, March 4, 2024

7:00 PM

Call to order

Pledge of Allegiance

Budget Presentations:

- Police with CIP

Budget Calendar:

- Possible discussion of hearing/meeting dates

Budget Correspondence:

- TBD

Regular Business:

Bid Waiver Requests:

- Bid waiver request from Captain Schneider to purchase desks for the Emergency Operations Center, from Watson for \$32,509.00. Vendor is on the State bid list contract #15PSX0255.

Line-Item Transfer Requests:

- Request from First Selectman to transfer \$2,500.00, from a/c #10101-81000 "Town Wide" to a/c#10176-80651 "Mystic Chamber of Commerce" to help support the Townwide Celebration the Chamber organized in October of 2023. (tabled from 02/07/24 meeting)
- Request from DPW Director to transfer \$30,000.00, from a/c #10151-80241 "Materials Snow Removal" to a/c#10151-80205 "Repairs and Maintenance" to cover anticipated deficit in account.

Approval of Minutes:

- 02/07/24 Regular Meeting Minutes
- 02/22/24 Human Services Budget presentation minutes
- 02/27/24 Solid Waste – Public Works budget presentation minutes

Liaison Reports

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

Adjourn

Stonington Police Department - Emergency Operations Center

Specified For:	Stonington Police Department	Watson Rep Firm:	W.A. Hendrickson
Contact Name:	Bryan Schneider	Watson Sales Rep:	Michael Swanson
Phone Number:	8606256039	Phone Number:	7815450652
Email Address:	bschneider@stonington-ct.gov		

Project Summary: 8 Seven Workbench and 1 Mercury Base

Contract: State of CT 15PSX0255

Seven Workbench Positions Include:

30"D x 60"W Height-Adjustable Desk with (4) Outlets and (3) Data in Power Raceway
(2) Outlets, (1) Data and (1) USB-A Charging Convenience Module at Worksurface

Supervisor Position Includes:

72"W Base Worksurface – Fixed Height with Techlink and Power
Individually Adjustable Monitor Arms: 2 over 3
Technology Bridge Storage to Accommodate (2) Mid Tower PC's (Max Dimensions per Unit: 7"W x 15"H x 15.75"D)
Technology Cabinet Storage to Accommodate (3) Full-Size Tower PC's (Max Height per Unit: 20"H)
Technology Ports Per Position - (2) USB-A Data I (1) Dual USB-A Charging I (2) RJ45/CAT6

Ancillary Items:

(2) - Zo Bookcase 20"D x 36"W x 54"H

Finish Selection: Unselected

Installation:

Type of Site – Empty Room
Pre-Installation Site Prep – None
Location – 1st Floor
Electrical Source - Wall, 15AMPS
Prevailing Wage or Union – No
Additional Information – None

Quote Date: 2/21/2023 **Quote Expiration** 5/21/2024 **Quote Revision:** 03 **Watson Account Manager:** Megan Smith

Terms and Conditions

Drawings and Floorplans

It is necessary that accurate room dimensions and features are provided to Watson for space planning and installation. Watson commits to providing product symbols that are correct in size. It is the responsibility of the customer to verify that the room dimensions and features provided to Watson are accurate prior to submitting a purchase order.

All purchase orders must be accompanied by the drawing and quote that has been approved for manufacture. Watson quotes are valid 90 days from the date of issue.

Purchase Orders and Order Acknowledgments

Purchase orders should be submitted via email to:

orders@watsonfg.com

All purchase orders must include the following information:

- Sold-to information including billing address and contact name with email and phone number
- Ship-to information including installation address and contact name with email and phone number
- Purchase order number
- Order total
- Final finish selections
- Approved final drawing and quote for manufacture (proposal and revision number must match across all pages)
- Requested delivery / installation date

Any omission may result in the delay of processing the order. All quotations, acknowledgments, and invoices are subject to corrections for errors or omissions.

All orders and subsequent change orders must be in writing. Watson will issue an acknowledgment of the order that includes estimated delivery date. The acknowledgment is the final agreement between Watson and the customer.

Order Cancellations and Changes

Acknowledged orders may not be changed or canceled, in whole or in part, without prior written consent of Watson.

Orders for which production has started may not be canceled. Orders that include non-standard products and non-standard finishes may not be canceled. In the event of cancellations prior to the start of production, for standard products, the customer will be liable for cancellation charges of 25% of the order total.

Any approved order change will require the customer to resubmit the approved final drawing and quote reflecting the requested change. An order change may affect the delivery date. Expenses incurred because of order changes will be charged to the customer.

Taxes

All sales, use, excise, and other applicable taxes are the purchaser's responsibility and will be invoiced to the purchaser. If purchaser claims an exemption from such taxes, it shall be the purchaser's responsibility to furnish an appropriate exemption certificate at the time the order is placed.

Payment Terms

Orders are invoiced at time of shipment. When credit is extended, standard terms are Net 30 unless otherwise stipulated in contractual agreements.

Past due accounts will be charged the lesser of 1-1/2% per month or the highest rate permitted by law plus all collection costs, including reasonable attorney's fees and expenses.

Credit card payments are accepted up to \$5,000. Payments above that amount can be made by check or ACH.

Freight

Freight will be quoted on a per project basis considering destination location, order size and weight as well as the current freight market. Watson Console freight terms are FOB destination to all 50 US States.

Charges incurred by Watson complying with non-standard shipment requests such as inside delivery, expediting, redelivery, weekend delivery, unpacking, straight trucks, specific driver requests or temporary holding will be invoiced to the purchaser.

Freight Claim

We'll file the freight claim on your behalf.
But to do that - we'll need your help.

FREIGHT DAMAGE: It is the customers responsibility to examine products upon receipt, note the damage or shortage on the bill of lading, and to notify Watson within 24 hours of delivery. Failure to provide notice within 24 hours constitutes acceptance of the product.

CONCEALED DAMAGE: Claims must be made by the customer in writing and with photographs within five (5) business days after delivery. Failure by the customer to make any concealed damage claim within five (5) business days constitutes acceptance of the product and a waiver of any apparent damages.

Storage

We understand that projects sometimes face unforeseen delays. If the request to move an order out is received more than 25 business days prior to the acknowledged ship date, we can likely accommodate that request without additional cost. If the request to move an order out is received less than 25 business days prior to the acknowledged ship date, customers may opt to contract storage with Watson for up to 30 days post-ship date. Watson charges a storage fee of \$1 per day per \$1,000 of the total order invoice. The minimum storage fee is \$250. When storage occurs, we will consider that the product has been delivered to the customer for all purposes, and invoicing will occur. Costs for storage will be subsequently invoiced to the customer.

Force Majeure

Watson shall not be liable for any loss, damage, or delay resulting from forces beyond its reasonable control including fire, flood, strike or other labor difficulty, act of God, or due to any cause beyond its reasonable control. In the event of any such delay, delivery will be postponed by such length of time as may be reasonably necessary to accommodate for the delay.

Bill of Material

Project: Stonington Police Department - Emergency Operations Center

Sold to

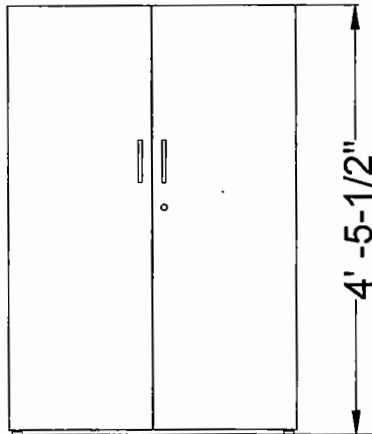
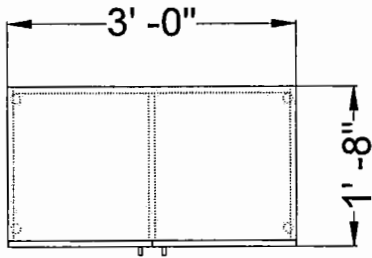
Company name: Stonington Police Department
 Contact Person: Bryan Schneider
 Contact Phone: 8606256039
 Contact Fax:

Distributor

Company name: W.A. Hendrickson
 Salesperson: Michael Swanson
 Salesperson Phone: 7815450652
 Salesperson Fax: 7817712384



#	Qty	Part Number	Description	Sell	Ext. Sell
Ancillary					
1	2	ZSBKDA203654	ZO STORAGE BOOKCASE, ADJUSTABLE SHELF, DOORS, 20"D X 36"W X 54"H	\$1,171.60	\$2,343.20
				Total Ancillary	\$2,343.20
EOC Desks					
2	8	0001444	STANDARD DOUBLE ARM QC BOLT THROUGH FLAT BACK 180 DEGREE STOP	\$777.20	\$6,217.60
3	2	S1XEC09	SEVEN SINGLE-SIDED WORKBENCH END CAP, 9"W	\$75.40	\$150.80
4	2	S1XEMP2332-R	SEVEN END MODESTY PANEL, SINGLE-SIDED WORKBENCH, 23"H X 32"W, RIGHT HAND	\$220.40	\$440.80
5	8	S1XM1960	SEVEN SPINE MODESTY 19"H X 60"W	\$191.40	\$1,531.20
6	8	S1XSREC3260-7Z	SEVEN SINGLE-SIDED WORKBENCH, RECTANGLE, 32"D X 60"W	\$2,470.80	\$19,766.40
7	8	TXSTECHDATA15	TECH LINK, CAT6 / RJ45, DATA, BLACK, 15' CORD	\$40.60	\$324.80
8	16	TXSTECHUSB15	TECH LINK, SINGLE USB A, DATA, BLACK, 15' CORD	\$40.60	\$649.60
9	8	WAPB21USBC-72	BURELE POWER MODULE, EDGE-MOUNT, 2 POWER 1 DATA/BLANK, DUAL USB CHARGER, PLUG, WHITE, 72"L	\$319.00	\$2,552.00
10	2	WAPI-SGL-73	WATSON POWER RACEWAY INFEED, SINGLE CIRCUIT, 73" WHIP	\$116.00	\$232.00
11	6	WAPJ49	WATSON POWER RACEWAY JUMPER, 49" WHIP	\$107.30	\$643.80
				Total EOC Desks	\$32,509.00
Supervisor					
12	1	0001442	STANDARD SINGLE ARM QC BOLT THROUGH FLAT BACK 180 DEGREE STOP	\$429.20	\$429.20
13	1	0001446	STANDARD DOUBLE ARM TWO TIER QC BOLT THROUGH FLAT BACK 180 DEGREE STOP	\$1,548.60	\$1,548.60
14	1	HB6H153918L-N	MERCURY BASE HUB, 15"D x 39"W x 18"H, LEFT HAND, NO GROMMET	\$783.00	\$783.00
15	1	HB6H243918R-G	MERCURY BASE HUB, 24"D x 39"W x 18"H, RIGHT HAND, WITH GROMMET	\$936.70	\$936.70
16	1	HB6W3672C	MERCURY BASE WORKSURFACE, 36"D x 72" W, WITH CONTOUR EDGE, WITH COMBO TECHLINK + POWER	\$1,635.60	\$1,635.60
17	1	HG6TS72G	MERCURY TECH BRIDGE, SINGLE SIDED 12" D X 18"H, FOR A 72"W CONSOLE, WITH GROMMET	\$809.10	\$809.10
18	1	HGBS1518S-L	MERCURY BRIDGE SPACER, 15"D x 18"H SINGLE, LEFT HAND	\$75.40	\$75.40
19	1	HGBS2418D-R	MERCURY BRIDGE SPACER, 24"D x 18"H DUAL, RIGHT HAND	\$104.40	\$104.40
20	1	HGTB243024R	MERCURY TECHNOLOGY BASE, 24"D x 30"W x 24"H, RIGHT HAND	\$1,670.40	\$1,670.40
21	1	HHC1518	MERCURY HUB COVER, 15"D x 18"H	\$52.20	\$52.20
22	2	TXSTECHDATA15	TECH LINK, CAT6 / RJ45, DATA, BLACK, 15' CORD	\$40.60	\$81.20
23	1	TXSTECHUSB-CHRG	TECH LINK, DUAL USB A, BLACK	\$133.40	\$133.40
24	2	TXSTECHUSB15	TECH LINK, SINGLE USB A, DATA, BLACK, 15' CORD	\$40.60	\$81.20
25	1	WAKEY-STD	MASTER KEY, STANDARD LOCK (082000)	\$34.80	\$34.80
				Total Supervisor	\$8,375.20
				Grand Total	\$43,227.40



Zo Bookcase

**watson
consoles**
 26248 Twinkl Trees Lane NW
 Poulsbo, WA 98370
 www.watsonconsoles.com 360.294.1300
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Project
 Stonington Police Department -
 Emergency Operations Center

Proposal 1

Quote Revision: 03
 Quote Date: 2/21/2023
 Drawn By: MS

Watson Sales Rep
 Michael Swanson

Watson Account Manager
 Megan Smith

Typical 2D & 3D

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 Poulsbo, WA 98370
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Project

Stonington Police Department -
 Emergency Operations Center

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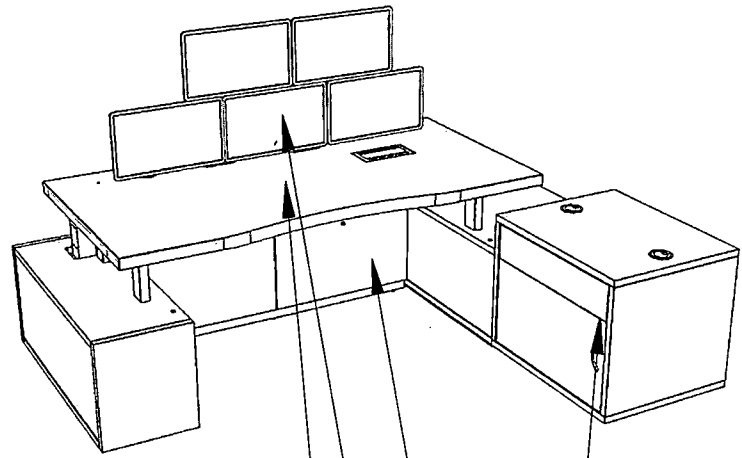
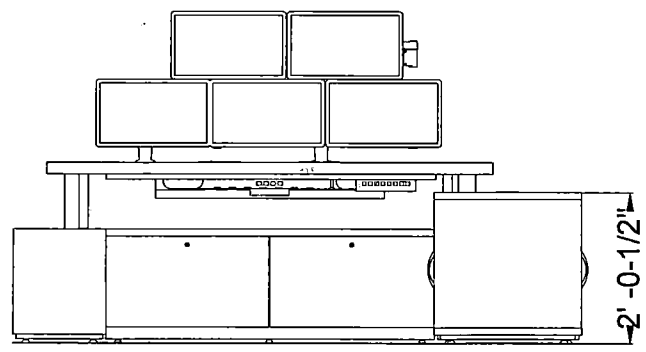
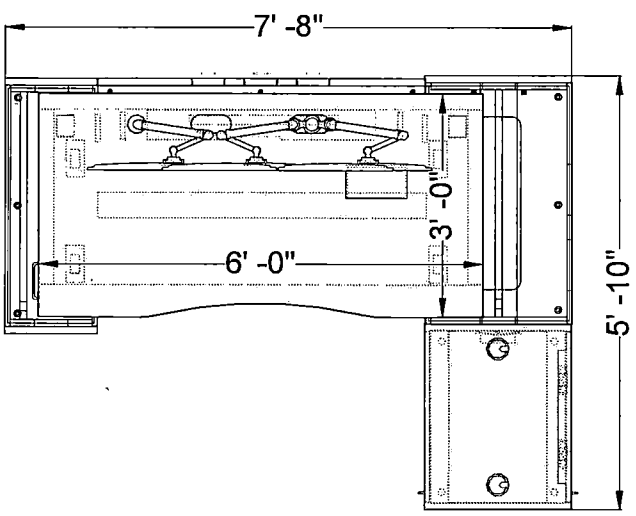
Drawn By: MS

Watson Sales Rep

Michael Swanson

Watson Account Manager

Megan Smith



72"W Base Worksurface - Fixed Height

Individually Adjustable Monitor Arms

Technology Bridge

Technology Cabinet

Typical 2D & 3D

Project

Stonington Police Department -
Emergency Operations Center

Proposal 1

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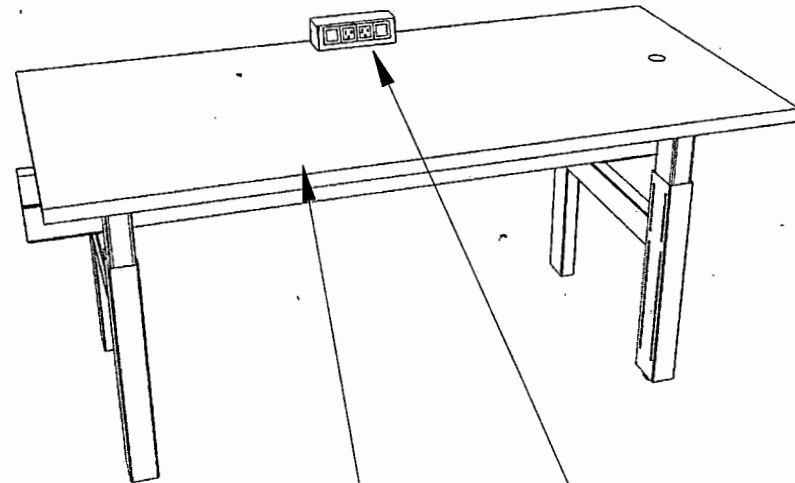
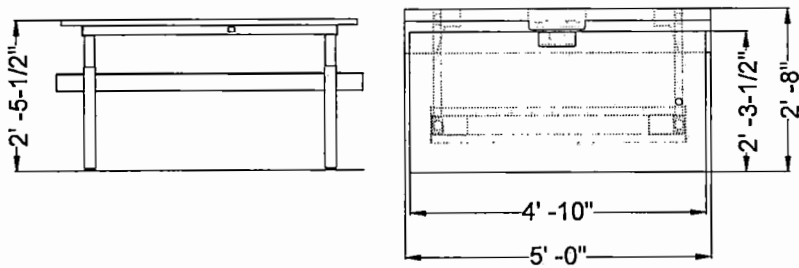
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Watson Sales Rep

Michael Swanson

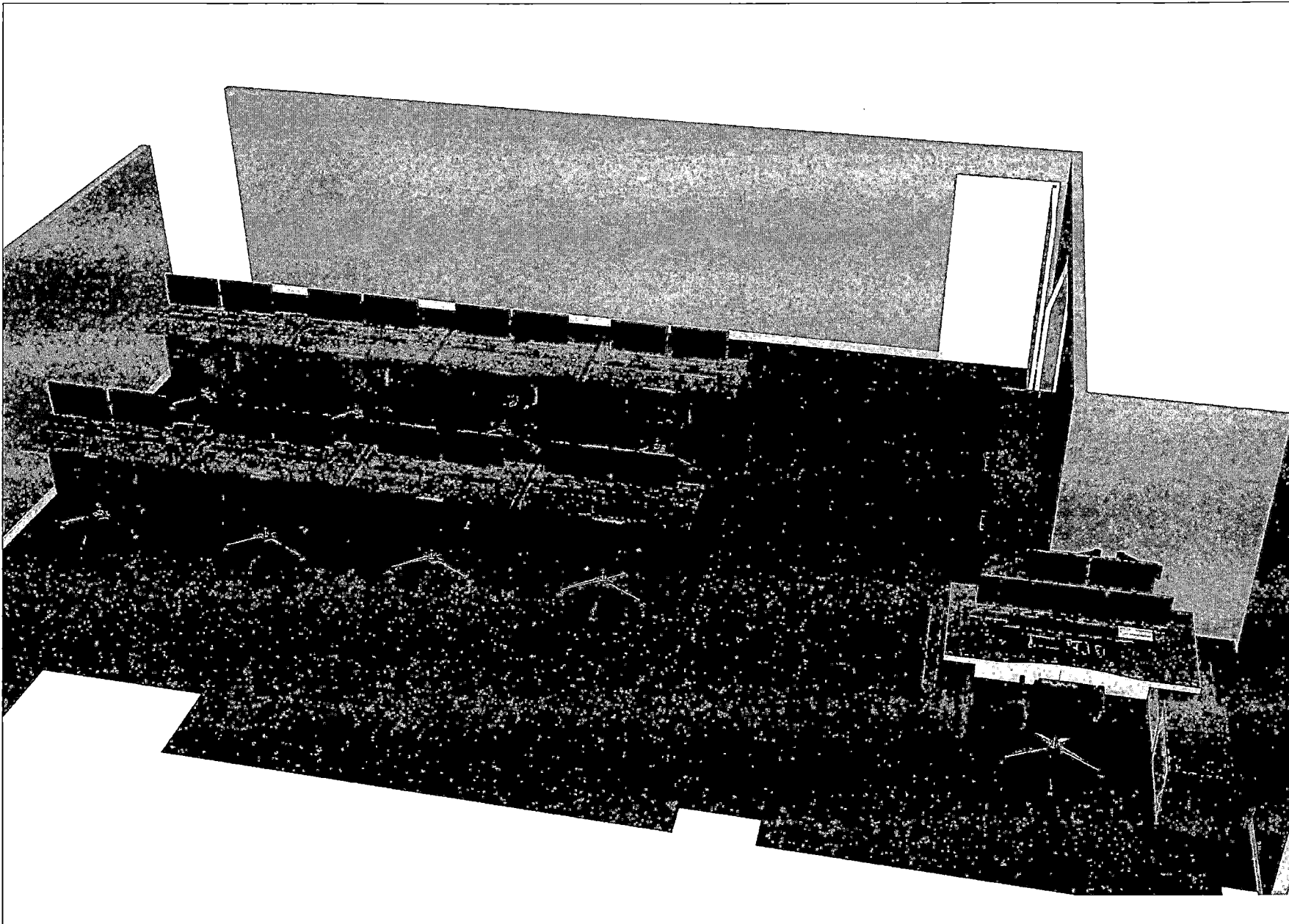
Watson Account Manager

Megan Smith



30"D x 60"W Height-Adjustable Desk
(4) Outlets and (3) Data in Power Raceway

(2) Outlets, (1) Data and (1) USB-A Charging Convenience Module at Worksurface



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Stonington Police Department -
Emergency Operations Center

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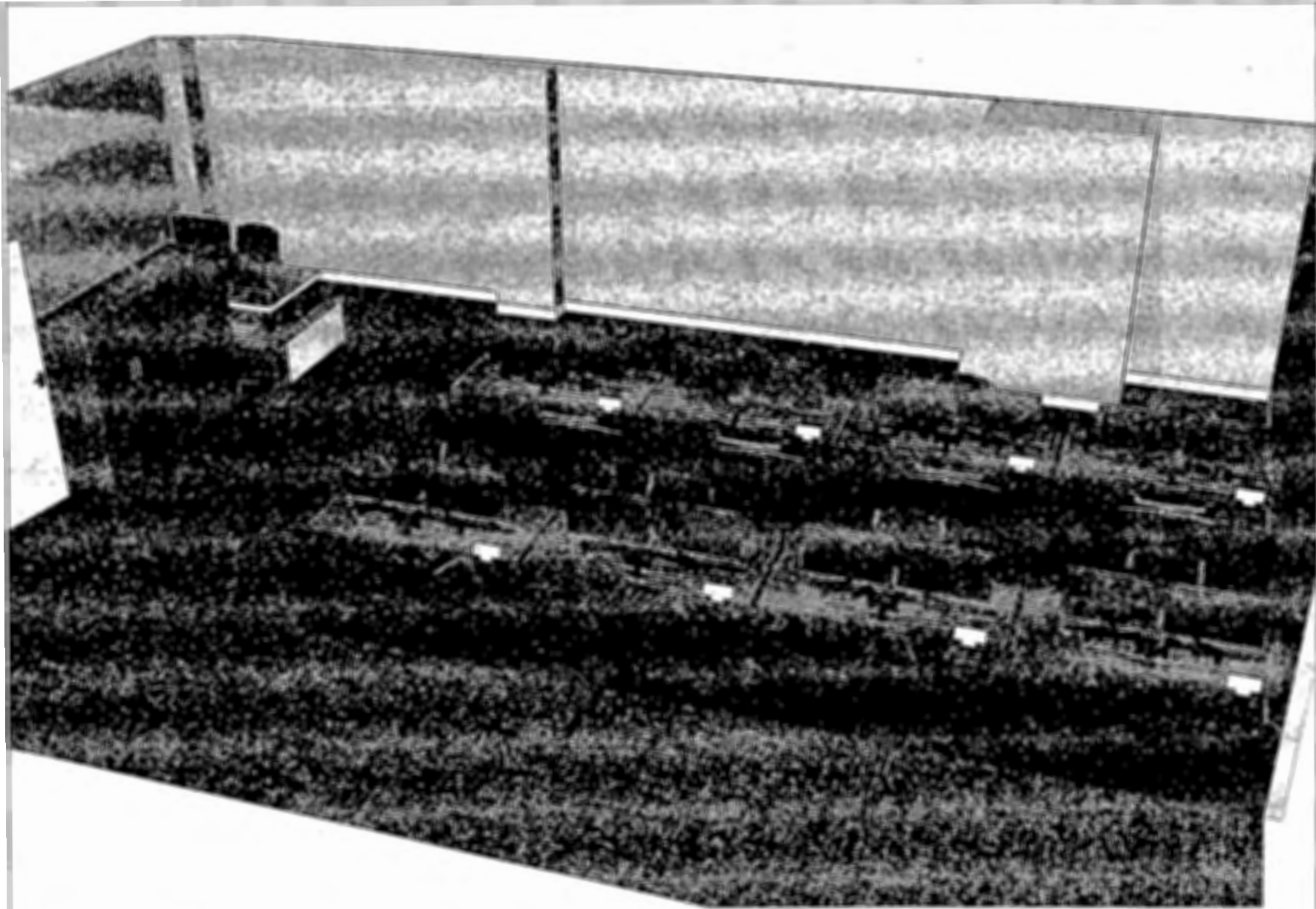
Watson Sales Rep

Michael Swanson

Watson Account Manager

Megan Smith

Full Room 3D



**watson
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San Diego, CA 92161
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Project

Durham Police Department
Emergency Operations Center

Project 1

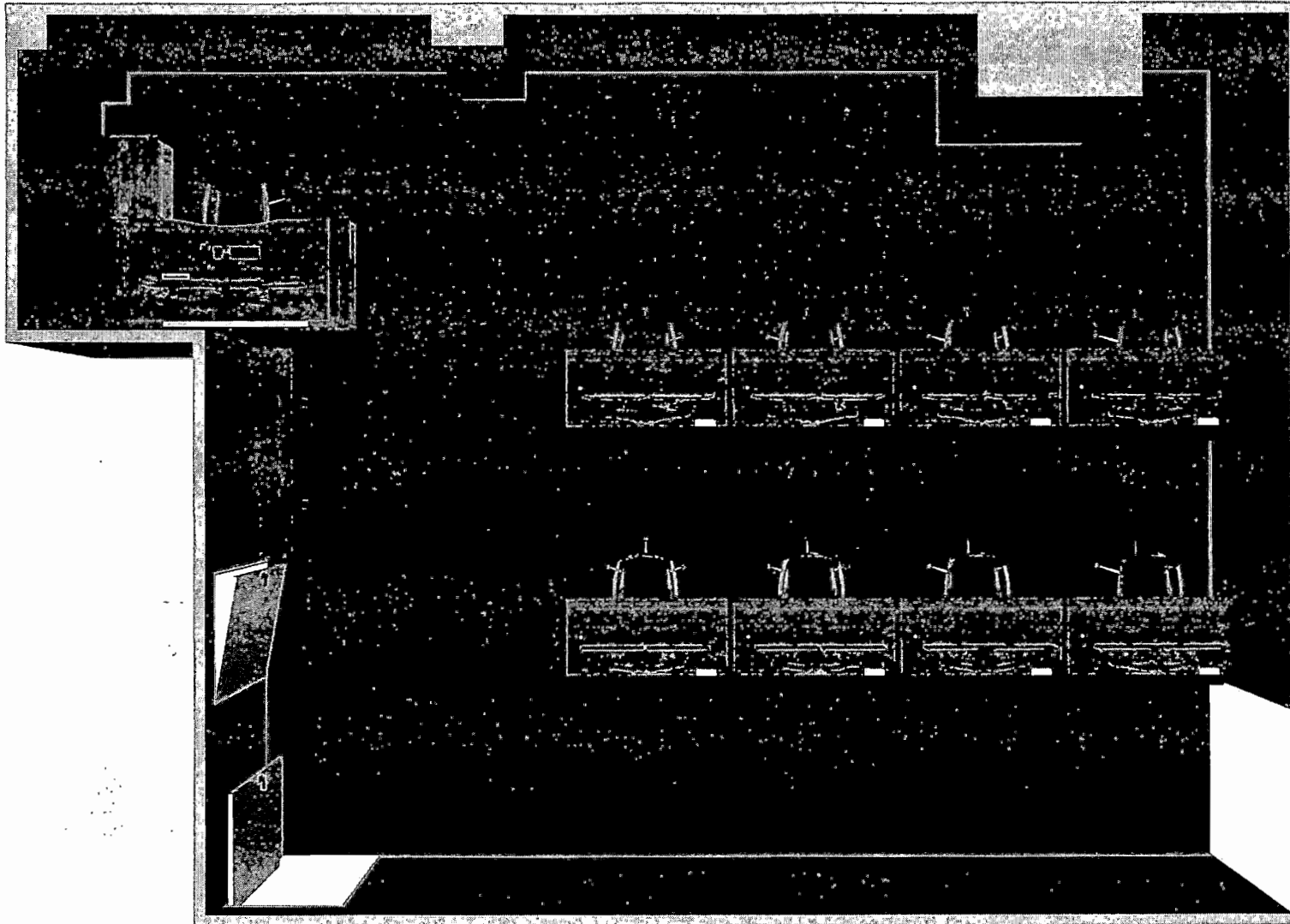
Quote Position: 00
Quote Date: 07/15/2010
Drawn By: MS

Watson Sales Rep

Michael Jackson

Watson Account Manager

Regan Smith



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Project

Stonington Police Department -
Emergency Operations Center

Proposal 1

Quote Revision: 03

Quote Date: 2/21/2023

Drawn By: MS

Watson Sales Rep

Michael Swanson

Watson Account Manager

Megan Smith

Full Room 3D

Project

Stonington Police Department -
Emergency Operations Center

Proposal 1

Quote Revision: 03

Quote Date: 2/21/2023

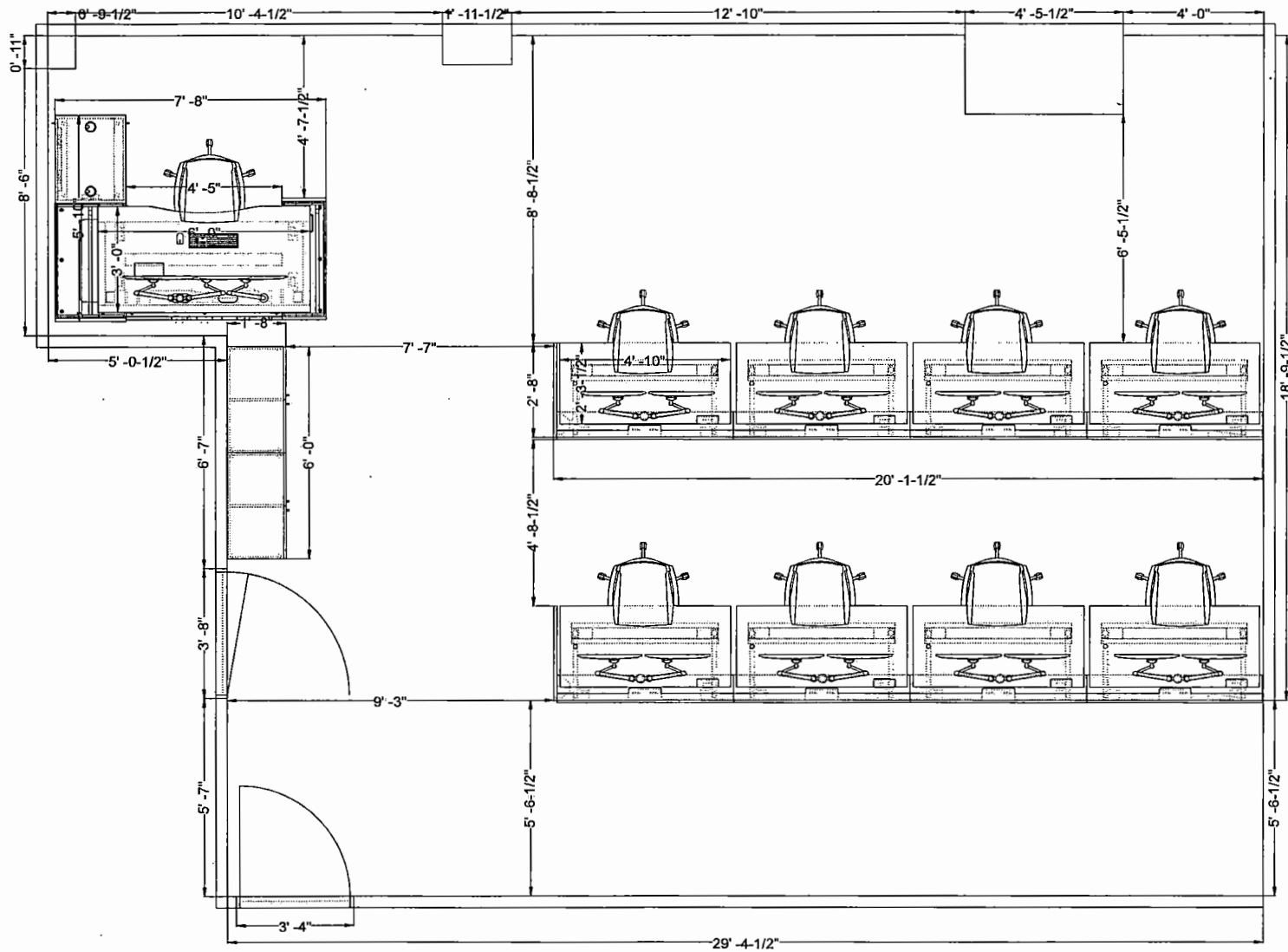
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Watson Sales Rep

Michael Swanson

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Megan Smith





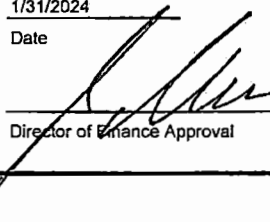
**TOWN OF STONINGTON
FISCAL 2023-2024
LINE ITEM BUDGET TRANSFER REQUEST**

ACCOUNT NUMBER (ORG-OBJECT)	ACCOUNT NAME	TO (INCREASE)	FROM (DECREASE)	COMMENTS
10176-80651	Mystic Chamber of Commerce	2,500.00		
10101-81000	Town Wide		2,500.00	
		2,500.00	2,500.00	columns must equal

JUSTIFICATION

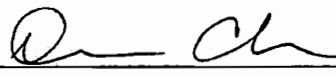
\$2,500 is requested from the Town to support the Mystic Chamber of Commerce's Celebration of Mystic. This past year was focused on the 50th anniversary of the Mystic Aquarium, but was a general town-wide celebration with fireworks for the community in October. It was noted that Groton contributed via police services (not being charged to the Chamber). Stonington First Selectman and Police Department feel it is important to be consistent with charging event organizers consistently for events, and so the chamber was charged for all costs associated with this event (ground and water support). The request was for the Town to be a partner on the event, and so instead of doing what Groton did, a small direct contribution was requested to make Stonington a partner on the event.

Requested by:

Danielle Chesebrough	1/31/2024
Name	Date
First Selectman	
Department Head	Director of Finance Approval

Following to be completed by Finance Department:

Approved

	2/1/2024
First Selectman	Date

Approved

Board of Finance	2/7/2024
	Meeting Date
	Meeting Date

RECEIVED BY FINANCE
JOURNAL ENTRY NUMBER



TOWN OF STONINGTON
 FISCAL 2023-2024
 LINE ITEM BUDGET TRANSFER REQUEST

ACCOUNT NUMBER (ORG-OBJECT)	ACCOUNT NAME	TO (INCREASE)	FROM (DECREASE)	COMMENTS
10151-80205	Repairs and Maintenance	30,000.00		
10151-80241	Materials-Snow Removal		30,000.00	
		30,000.00	30,000.00	columns must equal

JUSTIFICATION

Mechanics & highway staff very pro-active with winter preparation for the snow fleet. Preventive maintenance performed on fleet was thorough involving fluid changes, lighting upgrades (trucks & plows) and miscellaneous repair. Two body replacements were completed by staff (purchase of cab & truck bed) extending the life & usefulness of an aging plow truck & payloader. Transfer will allow for general maintenance & minor repairs to continue as we exit winter activities and enter spring events. Mechanics were advised to continue necessary repairs allowing for safe operations & all major repairs to be reviewed prior to scheduling required repairs.

Requested by:

Jeffrey Pescosolido
 Name
 DPW Director
 Department Head

2/21/2024
 Date



2/20/24
 Director of Finance Approval

Following to be completed by Finance Department:

Approved


 First Selectman

2/21/2024
 Date

Approved

Board of Finance
 Meeting Date
 Meeting Date

3/7/2024
 Meeting Date
 Meeting Date

RECEIVED BY FINANCE:
 JOURNAL ENTRY NUMBER