



# City of Milford, Connecticut

- Founded in 1639 -

Karen Fortunati  
City Clerk

70 West River Street  
Milford, CT 06460-3364

**REVISED AGENDA  
BOARD OF ALDERMEN  
AUGUST 7, 2023 - 7:30 PM**

**City Hall Auditorium  
110 River Street  
Milford, CT 06460**

Pledge of Allegiance to the Flag.

1. Roll Call.
2. Public Comment: Statements limited to the legislative function of the Board of Aldermen. The time limit granted to each speaker shall be three (3) minutes. Residents, taxpayers or electors may address the Board.
3. Consideration of Minutes of the Regular Meeting of the Board of Aldermen held on July 10, 2023.
4. Consideration of Minutes of the Special Organizational Meeting: None
5. Chairman's Report and Recommendations
6. Mayor's Report
7. Unfinished Business: None
8. New Business:
  - (8a) Deleted.
  - (8b) Board of Alderman approval is requested for the appointment of (D) Anne Marie Kindley, 94 Sixth Avenue, 06460, as a member of the Pension and Retirement Board to fill the present vacancy, term to expire 12/31/23.
  - (8c) Board of Aldermen approval is hereby requested for the attached Resolution Re: Cash advance for UPS Batteries at the Milford Police Station.



- (8d) Board of Aldermen approval is requested for the attached allocation Transfer No. 1 (Fund Balance Unreserved & Construction - Rogers Avenue Pump Station Upgrade – Supplemental).
9. New Business not on the Agenda which may be introduced by a two-thirds (2/3) vote of those present and voting.
  10. Budget Memo Transfers: Consideration of Budget Memo Transfers #11 and #12, Funds 1005 and 2812
  11. Refunds List
    - a. Consideration of Refunds in the amount of: None
  12. Report of Standing Committee:
    - a. Ordinance Committee
    - b. Public Safety and Welfare Committee
    - c. Public Works Committee
    - d. Claims Committee
    - e. Rules Committee
    - f. Personnel Committee
  13. Report of Special Committees:
    - a. Liaison Sub-Committee – Board of Education
    - b. Liaison Sub-Committee – Flood & Erosion Board
    - c. Liaison Sub-Committee – Park, Beach & Recreation Commission
    - d. Liaison Sub-Committee – Planning & Zoning Board
    - e. Liaison Sub-Committee – Sewer Commission
    - f. Liaison Sub-Committee – Harbor Management Commission
    - g. Liaison Sub-Committee – Council on Aging
    - h. Liaison Sub-Committee – Library Board
    - i. Liaison Sub-Committee - Veterans Ceremony & Parade Commission
    - j. Liaison Sub-Committee - Fine Arts
    - k. Liaison Sub-Committee – Milford Redevelopment & Housing Partnership
    - l. Golf Course Commission
    - m. Liaison Sub-Committee - Inland Wetlands Agency
    - n. Liaison Sub-Committee – Board of Health
    - o. Human Services Commission
    - p. Liaison Sub-Committee – Pension & Retirement Board
    - q. Liaison Sub-Committee - Milford Government Access Television (MGAT)
    - r. Liaison - Economic Development Commission
    - s. Liaison Sub-Committee - Milford Arts Council
    - t. Liaison Sub-Committee - Milford Progress Inc.
    - u. Liaison Sub-Committee Fire Commission
    - v. Liaison Sub-Committee - Police Commission



w. Permanent School Facility Building Committee

14. Relative to Item 14 of the Agenda, "Executive Session", I respectfully submit the following for your consideration and action.

Executive Session. A two-thirds (2/3) vote of those present and voting is required for any item to be considered in executive session. A two-thirds (2/3) vote of those present and voting is required to go into executive session.

The Chairman shall announce, in public session, those items to be covered in executive session and call for a vote to enter executive session. If a two-thirds (2/3) vote, to enter executive session, is obtained, the hall shall be cleared and executive session declared.



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Karen Fortunati, City Clerk

Dated at Milford, CT this 4th day of  
August, 2023

ANY INDIVIDUAL WITH A DISABILITY WHO NEEDS SPECIAL ASSISTANCE TO PARTICIPATE IN THE MEETING SHOULD CONTACT THE DIRECTOR OF COMMUNITY DEVELOPMENT AT 203-783-3230, FIVE DAYS PRIOR TO THE MEETING OR AS SOON AS POSSIBLE.



CITY OF MILFORD, CONNECTICUT  
OFFICE OF THE MAYOR

August 1, 2023

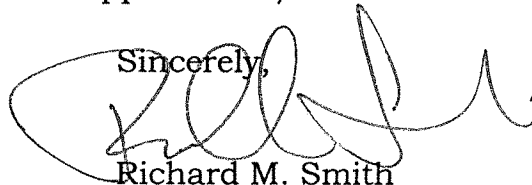
Philip J. Vetro, Chairman  
Board of Aldermen  
Milford, CT 06460

Dear Mr. Vetro:

Relative to Item 8 of the Agenda, "New Business", I submit the following for your consideration and action:

- (8a) Board of Alderman approval is requested for the appointment of (U) Gregory F. Harla, 2 Anchorage Drive, 06460, as a member of the Fire Commission to fill the present vacancy, term to expire 12/31/24.
- (8b) Board of Alderman approval is requested for the appointment of (D) Anne Marie Kindley, 94 Sixth Avenue, 06460, as a member of the Pension and Retirement Board to fill the present vacancy, term to expire 12/31/23.
- (8c) Board of Aldermen approval is hereby requested for the attached Resolution Re: Cash advance for UPS Batteries at the Milford Police Station.
- (8d) Board of Aldermen approval is requested for the attached allocation Transfer No. 1 (Fund Balance Unreserved & Construction - Rogers Avenue Pump Station Upgrade – Supplemental).

Sincerely,



Richard M. Smith  
Mayor

atts.





8a

**RESUME**

**FULL NAME:** Gregory F. Harla

**ADDRESS:** 2 Anchorage Drive, 06460

**PHONE NUMBER:** 203 877-5611

**POLITICAL AFFILIATION:** R \_\_\_\_\_ D \_\_\_\_\_ U  X \_\_\_\_\_

**PLACE OF EMPLOYMENT:** (With Job Title) Tomorrows Answers Today LLC,  
Shelton, CT - Sales & Marketing Director/Consultant

**EDUCATION:** (List All Degrees) Master of Business Administration in  
Marketing, Sacred Heart University 1999; Bachelor of Science in  
Marketing/Management, Southern CT State University 1991; CT Real  
Estate Salespersons License, Sacred Heart University 2004

**CIVIC ACTIVITIES:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROFESSIONAL ORGANIZATIONS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**GOVERNMENT ACTIVITY:** (List Elected or Appointed Positions and Dates)  
Former Member Economic Development Commission  
Former Member Board of Assessment Review  
Former Member Ethics Commission

86

**RESUME**

**FULL NAME:** Anne Marie Kindley

**ADDRESS:** 94 Sixth Avenue, 06460

**PHONE NUMBER:** 203 414-4841

**POLITICAL AFFILIATION:** R \_\_\_\_\_ D  X \_\_\_\_\_ U \_\_\_\_\_

**PLACE OF EMPLOYMENT:** (With Job Title) Office of the Public Defender  
Bridgeport, CT- Senior Assistant Public Defender

**EDUCATION:** (List All Degrees) Western New England College School of Law,  
Springfield, MA- Juris Doctor; and University of South Carolina, Columbia, SC-  
BA in Political Science

**CIVIC ACTIVITIES:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROFESSIONAL ORGANIZATIONS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**GOVERNMENT ACTIVITY:** (List Elected or Appointed Positions and Dates)  
\_\_\_\_\_  
\_\_\_\_\_

8C

**RESOLUTION RE: CASH ADVANCE FOR  
UPS BATTERIES AT THE MILFORD POLICE STATION**

**WHEREAS,** the State of Connecticut Department of Emergency Services and Public Protection Division of Statewide Emergency Telecommunications has approved the Milford Police Department's Capital Expense Grant application for the purchase/replacement of UPS batteries at the Milford Police Station in the amount of \$16,293.75; and

**WHEREAS,** funds are currently needed in the amount of \$16,293.75 to purchase said UPS batteries to be installed and located at the Milford Police Station; and

**WHEREAS,** it is desirable that cash in the said amount be advanced from the General Fund in anticipation of receipt of the State of Connecticut Department of Emergency Services and Public Protection Division of Statewide Emergency Telecommunications Capital Expense Grant funding.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Aldermen of the City of Milford as follows:

1) That the Director of Finance on notification of project approval by the State of Connecticut is hereby authorized to advance cash from the General Fund in an amount not to exceed \$16,293.75; and

2) Repayment to the General Fund shall be made immediately upon receipt of the State Connecticut Department of Emergency Services and Public Protection Division of Statewide Emergency Telecommunications Capital Expense Grant funding.

8c



STATE OF CONNECTICUT  
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION  
Division of Statewide Emergency Telecommunications

July 13, 2023

Keith L. Mello, Chief of Police  
Milford Police Department  
430 Boston Post Rd.  
Milford, CT 06460

**RE: Capital Expense Grant SFY 2023 – 2024**

Dear Chief Mello,

The Department of Emergency Services and Public Protection Division of Statewide Emergency Telecommunications has received a Capital Expense Grant application and commitment letter to fully fund the purchase/replacement of a **UPS Batteries** from the Milford Police Department. The request meets funding requirements in accordance with Sec. 28-24-12a of the Regulations of Connecticut State Agencies as well as the policies established by DSET for the SFY 2023 – 2024 Capital Expense Grant. As a result, your request for funding is eligible for reimbursement.

Each regional emergency telecommunications center and funded municipality is eligible for up to 20% of their annual subsidy for reimbursement of capital expenditures related to emergency communications, subject to availability of funds. Information provided in your application and the proposal from Eaton notes the total cost for the proposed expenditure is \$32,587.50. Your request for a waiver of the three bid procurement rule is granted because the vendor has a history of trusted service with your department.

DSET will reimburse your organization up to **\$16,293.75 (50.0%)** for this project. The reimbursement will be provided if you submit invoices and proof of payment within 120 days from the date of this letter. Exceptions may be made, but requests must be sent in writing and are subject to DSET approval. Do not hesitate to contact me if more time is needed.

Thank you for your commitment to supporting and enhancing public safety.

Sincerely,

Mark Gorka  
Planning Specialist  
(860) 508-9684  
[mark.gorka@ct.gov](mailto:mark.gorka@ct.gov)

DATE: 07/11/23

TO: Board of Aldermen

FROM: Mayor's Office



THE CITY OF MILFORD, CT

ALLOCATION TRANSFER

FISCAL YEAR 2023-2024

Transfer No.

TRANSFER FROM	CLASSIFICATION	MAYOR PROPOSES	BOARD OF ALDERMEN APPROVES
2812 390200	Fund 2812 - Fund Balance Unreserved	600,000	

TRANSFER TO	CLASSIFICATION	MAYOR PROPOSES	BOARD OF ALDERMEN APPROVES
2814 P500000 6100000	Construction (Rogers Avenue Pump Station Upgrade - Supplemental)	600,000	

8d

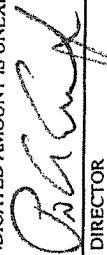
BE IT RESOLVED

By the Board of Aldermen of the City of Milford that, in accordance with the provisions of the Connecticut General Statutes and upon recommendation of the Mayor of the City of Milford, the unallocated funds, as indicated herewith, are hereby allocated for

RECOMMENDED BY:  \_\_\_\_\_  
MAYOR

DATE: 7-11-23

I CERTIFY THAT THE AMOUNT RECOMMENDED FOR ALLOCATION FOR THE ABOVE-INDICATED AMOUNT IS UNEXPENDED AND UNENCUMBERED.

 \_\_\_\_\_  
FINANCE DIRECTOR

DATE: 7-11-2023

8d

# Memorandum

To: Peter Erodici, Finance Director

From: Christopher Saley, Dir. Public Works  
Sewer Commission

Date: 7/10/2023

Re: Rogers Avenue Pump Station Upgrades – Transfer Funds

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RECEIVED

JUL 10 2023

DIRECTOR OF FINANCE  
CITY OF MILFORD

The Rogers Avenue Pump Station Upgrades bid came in at \$3,444,900. The Construction expense account 2811-P500000-6100000 has a balance of \$2,400,000 with an unallocated contingency of \$629,000.

I am requesting an allocation transfer of \$600,000 from the Emergency Reserve in the Sewer Fund for the Rogers Avenue PS Upgrades Construction Project.

This should cover the construction of the project and allow for change orders should they occur.

I understand that a separate PO will have to be issued for this additional funding as it will have a separate project account number.

## City of Milford

City Hall, 110 River Street, Milford, CT 06460

Phone 203 783 3201, Fax 203 783 3329

Website [www.ci.milford.ct.us](http://www.ci.milford.ct.us)

E-mail [mayor@ci.milford.ct.us](mailto:mayor@ci.milford.ct.us)

# Memorandum

**To:** Board of Finance  
**From:** Richard M. Smith, Mayor  
**Date:** July 26, 2023  
**Re:** Budget Memo Transfers



I hereby recommend approval of Budget Memo Transfers #11 and #12, Funds 1005 and 2812. Meeting to take place on Monday, July 31, 2023, via Zoom.

**Virtual / Telephonic Meeting**  
**Dial-in Number: 1 929 205 6099**  
**Conference ID: 922 3629 8871**  
**Password: 407551**

**OR**

**Computer Access**

<https://us02web.zoom.us/j/92236298871?pwd=THISQWdXRFpQSzgzUE9KVktYM1pnUT09>

**Password: 407551**

Rms/lmm  
 cc: City Clerk  
 Press





**Transfer** 11

**GENERAL FUND** **FISCAL YEAR 2022-2023**

**City of Milford, Connecticut**

To: The Board of Finance  
 From: Richard Smith, Mayor  
 Date: July 31, 2023  
 Page: 1 of 1

Contingency balance from Transfer No. 10

Contingency balance from Transfer No. 0

**Transfer from:**

- Solid Waste
  - 054331 514111
  - 054331 514117
  - 054331 514112
  - 054331 570190
  - 054331 564734
  - 054331 554784
- Board of Aldermen
  - 054111 554774
  - 054111 564783
  - 054111 554798
- Zoning Board of Appeals
  - 054144 534712
  - 054144 554760
  - 054144 564783
- Flood & Erosion
  - 054146 514168
- Civil Service Commission
  - 054151 514168
- Veterans, Ceremony
  - 054459 514168
- Housing Code BOA
  - 054160 514168

- Wastewater
  - 128226 524212
  - 128226 519909
  - 128226 564442

**Transfer to:**

- 05998999 584899
- 12998999 584899

Regular Wages	
Seasonal/Temporary	
Overtime	
Computer	
First Aid Supplies	
Printing & Binding	
Postage	
Office Supplies	
Other Supplies & Charges	
Secretarial Fees	
Training Expenses	
Publications	
Office Supplies	
Secretarial Fees	
Secretarial Fees	
Secretarial Fees	
Secretarial Fees	
FICA	
Longevity	
Electricity	
Total	


	Finance Certified	Mayor	APPROVED BY Board of Finance	Board of Aldermen
216,627	216,627	216,627	216,627	
5,000	5,000	5,000	5,000	
1,970	1,970	1,970	1,970	
3,210	3,210	3,210	3,210	
130	130	130	130	
70	70	70	70	
100	100	100	100	
50	50	50	50	
50	50	50	50	
100	100	100	100	
100	100	100	100	
30	30	30	30	
199	199	199	199	
200	200	200	200	
199	199	199	199	
199	199	199	199	
10,787	10,787	10,787	10,787	
7,337	7,337	7,337	7,337	
48,866	48,866	48,866	48,866	
295,324	295,324	295,324	295,324	
228,334	228,334	228,334	228,334	
66,990	66,990	66,990	66,990	
295,324	295,324	295,324	295,324	

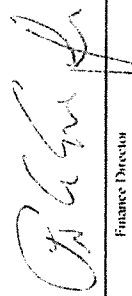
Contingency - Fund 1005	
Contingency - Fund 2812	
Contingency balance if this transfer is approved	

228,334	228,334	228,334	228,334	
66,990	66,990	66,990	66,990	
295,324	295,324	295,324	295,324	

This Budget Memo Transfer is recommended, as indicated, by the Board of Finance for submission to the Board of Aldermen

I hereby certify that in accordance with budgetary procedure, the above transfer is recommended by the Mayor and certify that with the implementation of Transfer the amount recommended for transfer is unexpended and unencumbered.

Date 7/31/23  
  
 Chairman, Board of Finance

Date 7-31-23  
  
 Finance Director



**City of Milford, Connecticut**      **GENERAL FUND**      **FISCAL YEAR 2022-2023**

To: The Board of Finance  
 From: Richard Smith, Mayor  
 Date: July 31, 2023  
 Page: 1 of 1

Contingency balance from Transfer No. 11      295,324

**Transfer from:**

0598999 584899  
 1298999 584899

**Transfer to:**

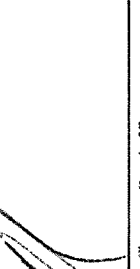
Solid Waste	054331	589950
Board of Aldermen	054111	514168
Board of Finance	054141	514168
Pension Board	054145	514168
Tree Commission	054147	514168
Park, Beach, Rec. Comm	054153	514168
Wastewater	128226	514117
	128226	564331

Finance Certified	Mayor	APPROVED BY	
		Board of Finance	Board of Aldermen
228,334	228,334	228,334	
66,990	66,990	66,990	

227,007	227,007	227,007	
617	617	617	
294	294	294	
101	101	101	
302	302	302	
13	13	13	
43,356	43,356	43,356	
23,634	23,634	23,634	


295,324	295,324	295,324
<b>Contingency balance if this transfer is approved</b>		
-		

This Budget Memo Transfer is recommended, as indicated, by the Board of Finance for submission to the Board of Aldermen

  
 \_\_\_\_\_  
 Chairman, Board of Finance

Date 7/31/23

I hereby certify that in accordance with budgetary procedure, the above transfer is recommended by the Mayor and certify that subject to approval of Transfer No the amount recommended for transfer is unexpended and unencumbered.

Date 7-31-23  
  
 \_\_\_\_\_  
 Finance Director



**CITY OF MILFORD, CONNECTICUT  
GENERAL FUND  
TRANSFERS 11 & 12  
FISCAL YEAR 2022/2023  
JUSTIFICATIONS**

1. To partially cover shortfall in City Waste Removal costs in Solid Waste.
2. To cover shortfall in Secretarial Fees accounts for fiscal year 2022-2023.
3. To cover remaining shortfall in Seasonal/Temporary account and deficit in Gas & Other Propellants in Wastewater.

