



**TOWN COUNCIL
WATERTOWN, CONNECTICUT
MONDAY, APRIL 20, 2026
REGULAR MEETING – 7:00 P.M.**

MINUTES

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

1. Call Meeting to Order.
Chairman Jonathan Ramsay called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance.
Chairman Jonathan Ramsay led the pledge of allegiance.
3. Roll Call.
PRESENT: Jonathan Ramsay, Chair
Michele McHugh, Vice Chair
Dan Cocchiola
Ken Demirs
Robert Desena
Carina Noyd
Robert Retallick
Rachael Ryan

ABSENT: Mary Ann Rosa

OTHERS PRESENT: Mark Raimo, Town Manager
Maria Guerrero, Finance Director
4. Public Participation.

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

John Cook, Kimberly Lane

Attached

Karim Belica, Pepperidge Tree Road spoke in support of the budget process stating this was the first year that the BOE and the Town worked together with significant process moving forward.

Jason Malagutti, Wheeler Farm Road stated this year has been wonderful for the budget working collectively together with the town having a clear understanding on the budget, addressing the needs of our students.

Christine Faressa, Kimberly Lane extended her appreciation to the leadership teams of the BOE and the Town Council for the shared sense of purpose during the budget season with collaboration leading the way. Ms. Faressa asked for full support of the budget from the public.

Mindi Davidson, Buckingham Street stated this was the first year she was part of the team to work together on the board. Ms. Davidson thanked the BOE and the Town Council for their hard work to make the budget cycle come together.

Barbara Zulkeski, Mallory Road

Attached

James Fitzpatrick, Guernseytown Road spoke of the importance of being respectful and understanding of other people and their opinions.

Katherine Camara, Cottage Place spoke in regards to the dedication of a corner for Constable Ryan. Ms. Camara talked about the process for ordinance changes and recusal explanations on boards.

5. Minutes.

a. March 30, 2026 – Joint Meeting with Water and Sewer Bipartisan Committee

Motion: Michele McHugh seconded by Robert Retallick: I move to approve the Joint Meeting with Water and Sewer Bipartisan Committee minutes dated March 30, 2026 as presented.

Discussion: none.

Motion passed unanimously

b. March 30, 2026 – Joint Meeting with Board of Education

Motion: Michele McHugh seconded by Robert Retallick: I move to approve the Joint Meeting with the Board of Education minutes dated March 30, 2026 as presented.

Discussion: none.

Motion passed unanimously

c. April 6, 2026 – Regular Meeting

Motion: Michele McHugh seconded by Robert Retallick: I move to approve the Regular Meeting minutes dated April 6, 2026 as presented.

Discussion: none.

Motion passed unanimously

6. Chairman's Report – none.

a. Correspondence

7. Staff Reports.

a. Town Manager

Mark Raimo reported:

1. The Water and Sewer Authority section of the town website has now been fully developed and loaded and will be provided shortly. The goal is to improve transparency and provide residents with clear access to authority documents, updates, financial materials and supporting materials.

2. The WSA did not achieve a quorum this month for its special meeting this month. I will be working with the chairman to coordinate an additional special meeting so that pending business can be addressed without unnecessary delay.
3. I am preparing a more detailed ban conversion and a term debt strategy for presentation to the authority, once that is completed at the next meeting, I will present at the Town Council meeting so you are on the same page as the WSA. The authority will be ultimately be making a recommendation to the Town Council for the ban conversion and long-term financing approach. I would expect that to be for late spring, early summer. I would make that recommendation at the same point I would assume that they should be ready to understand what the rate impacts would be, we are waiting for a study to be completed. I have a meeting tomorrow to address the work that has been done. We will evaluate that work and decide if it's a complete document and then will move forward to the WSA.
4. I did bring to your attention that there was an issue involving incorrect billing from the City of Waterbury, that has been corrected. It self-corrected. We made a filing with the City of Waterbury asking for information on that incorrect billing. They corrected it within the system and it self-corrected and will be on the next billing cycle.
5. The WSA has also completed its capital needs ranking. Staff is actively identifying and pursuing available grant opportunities to support these priority projects and reduce the burden on rate payers where possible. Once the authority formerly approves the finalized priority list, I will provide that information to the Town Council to keep you on the same page.
6. The WSA newsletter has been distributed to both libraries, Town Hall, Housing Authority and Senior Center as we continue to improve our communications with the rate payers.
7. We conducted our second round for the HR position, I would assume that I am going to make a decision by the end of the week, if not the beginning of next week.
8. We have scheduled interviews for the WSA position and that appears to be sometime at the end of April. We are waiting for confirmation for those sitting on the panel.
9. Waterbury has indicated that they will be raising their water rates again, WSA has been notified that they are looking at 95 cents increase per CCF, which is about 774 or 778 gallons. That would be part of the consideration as WSA works through the rate studies.
10. On the unions with communications are still in negotiations and will be meeting tomorrow, we are hoping hoping to move this forward and we

are still waiting on a response from the Police Department. I believe we will reach arbitration on that one.

Council questions:

Rachael Ryan asked the billing that has been corrected, could you say a little bit more on that? Were we being overbilled, underbilled is there going to be a refund or was it something else?

Mark Raimo answered when we initiated our final payment to Waterbury in November we have been tracking our payments. The payments didn't match the billing cycle and the information on the billing cycle didn't match our payments. So, we inquired the first month and said to Waterbury we feel like you are not billing us correctly. We are not seeing a result to our bills as we are paying you. We started out with a conversation with them, it moved into December and January, it still didn't correct itself. We sent a direct letter to the Finance Director and the City of Waterbury stating we feel a miscalculation in how you are billing us and we can't reconcile what the charges are to what we are paying. It doesn't make any sense asking for an explanation. Waterbury must have went into their billing system, trued up all the numbers, in the last billing cycle everything matched up. There is no refund due for the town it is just trued up the numbers. Waterbury and Watertown are looking at the same thing.

Carina Noyd asked Mark you mentioned the Water and Sewer meeting was cancelled due to lack of quorum, I believe that has happened a few times recently?

Mark Raimo answered they did not have a meeting scheduled for April. I attempted at the last March meeting to have get a special meeting for April and at the time it didn't appear we had a quorum but we tried to push it through hoping somebody else would attend. We were not able to attain that quorum, so they did not intend to have a meeting in April, it is not a missed meeting, we couldn't have an additional meeting.

Carina Noyd asked have there been missed meetings previously?

Mark Raimo answered I would have to look back nothing rings a bell, that they missed a meeting over the last 5 or 6 months.

b. Finance Director

Maria Guerrero reported:

1. Finance is currently working on their quarter 3 filing including the required audit for OPM our 24/25 audits.
2. I just wanted to keep the council informed that our Book Keeper II submitted her resignation today with her last day Friday May 8th, we appreciate her service and wish her well. Given how critical this role is we are using this transition to review the Book Kepper II position as well as our Payroll Coordinator function. It is currently handled by Twin Lakes Holding Consulting. The goal is to streamline the responsibilities, improve efficiency, and make sure everything continues to run smoothly. I plan to incorporate recommendations from our CLA analysis and feedback from our auditors and associates. With a focus on strengthening processes ensuring a payroll backup and adding support with the Treasurer where needed. Because this is an important position, I do want to move quickly to fill it with a qualified candidate. I will be bringing an updated job description for you to review as soon as it is completed. As always, I will keep the council updated as we move forward.

Council questions:

Vice Chair Michele McHugh asked what is going to happen with that position? Is that something you can farm out if you will until you hire a qualified person?

Maria Guerrero answered yes, we will have to until we hire someone.

8. Subcommittees. – none.

9. New Business.

- a. Consider appointments to boards and commissions.

Motion: Michele McHugh seconded by Ken Demirs: I move to appoint Michael Ganem as the Town of Watertown's representative on the Greater Waterbury Transit District board for a term to expire May 1, 2030.

Discussion: none.

Motion passed unanimously

Motion: Michele McHugh seconded by Dan Cocchiola: I move to appoint Thomas Claire, Two Town Line Rd., Watertown as a member of the Water and Sewer Authority. This appointment is to fill the unexpired term of Mario Mancino who resigned, term to expire January 31, 2028.

Council questions:

Vice Chair Michele McHugh stated there were numerous concerns about the Water and Sewer Authority. This position is extremely important, I was the Chair of the Water and Sewer Bipartisan Committee and we had a volunteer who had over 25 years' experience in Water and Sewer Utilities. He is currently advising cities, towns and utilities on bonding, rate structure and municipal governments. Given that we have such qualified volunteer, I question this appointment and I am voting no.

Dan Cocchiola stated Thomas Clair is the nominee the town should support. He is bright, educated, engaged and has spent the last four months training side by side with the most experienced member of the WSA to prepare for this opening. He has done the work, he has shown up and earned the confidence of the DTC, which is the body that nominates for this seat. Adam Simonsen who Michele is referencing did indeed sit on the Bipartisan Water and Sewer Committee is an extraordinary professional, the DTC did consider him as well. There are two other important pieces here. This is a democratic town committee nomination, the town committee nominated Tom Claire. That process is meaningful for more than 50 years this council has honored the nominations of the town committees for boards and other positions within the town. If we went in a different direction that would be a breach of 5 decades of practice. Adam has made it clear that he is not interested in the partisan political appointment and he did this publicly at our DTC meeting. He had made it clear he wants to help the town in a nonpartisan way. As a knowledgeable volunteer and resource, he wants to pro bono be the consultant for the WSA and the Town. A non-voting member who will support the WSA with his 25 years of expertise and capacity in some ways a greater benefit to us than if he were a sitting elected partisan member of the commission. What I think about what Adam is willing to offer and I think about what Tom brings to the table its Tom and Adam, Tom from my perspective he has been nominated for a seat, has been prepared for it probably as someone can be for seat in a volunteer position. Adam should be welcomed as an asset to our town in a way that he is offering. We are lucky to have both. I don't want to disparage other opinions, but I feel strongly that this is a smart play to accept both and I would encourage my colleagues to consider that.

Robert Retallick stated neither one is here tonight.

Carina Noyd stated she supported everything that Dan has just said. We are looking at an opportunity to get two great minds. How grateful I am to Adams offer to free consulting work for the Town. It's very gracious and I think two for one is something we should not look past; it's an incredible opportunity.

Vice Chair Michele McHugh stated respectfully I think this position is too important and me being somewhat black and white. Do we have anything in writing saying Adams's going to participate as a consultant? Now, if it were me and he went head-to-head with another candidate, I don't know if I would be so willing, that is just me. Adam is great guy; he's got a ton of experience and again I just can't turn my back on his experience.

Dan Cocchiola answered I am not opposed to asking Adam to answer that in writing. If that would help this council feel more confident that that was an offer that he truly means, then I don't think it is unreasonable for us to ask him to make that offer. He did make it in front of a group of about 50 people publicly. It would not be unreasonable for us to say Adam are you contractually say for the next year you are willing to dedicate this many hours to us. If he says yes that would be a game changer I would think.

Vice Chair Michele McHugh stated yes, are you suggesting we table this nomination until that is done.

Dan Cocchiola stated I think it is reasonable.

Rachael Ryan stated we alluded to the role of Joe Masi who has been a Democratic appointee of the Water and Sewer Commission. I don't know for how long, but he has certainly served this town for his entire life. The Masi family goes way back in Watertown history, he knows so much about the Water and Sewer and Planning and Zoning which he will return to that commission as well. He has been working with Tom very closely. I think that speaks volumes for the preparation that Tom has had, having that support of Joe Masi which is one of the reasons why the Democratic Town Committee voted for Tom Claire's nomination as Dan alluded to at our meeting. I just think it would be really unfortunate to break this really important precedent for the majority to overrules the minority. Especially when we had so much support in the town. We had a speaker earlier in the evening talking about letters after our names and those of us on this side of the dais represent a significant portion of the town both in terms of democrats and independents and I think that would just again upset an unfortunate precedent. If it was somebody who was unqualified, I completely would understand but Tom is brilliant, hardworking, completely dedicated to this town and is already up to speed in what he needs to do. As we already said Adam is willing to help out as well, to me it's a win-win.

Dan Cocchiola stated I don't believe tabling makes sense, although I did bring up that conceptually idea of getting him on paper to say it. I do think Tom is a very viable candidate. If this council voted him down, then that would be a statement and we come back potentially and need to go in a different direction. I would hope we wouldn't, again there were 50 people in a room.

Robert Retallick stated it would have been nice if they were here tonight because it could have been solved. I am with Michele I can't vote for this because they are not here to answer that question. Not that I don't trust you guys, the fact that we don't see them, either one.

Chairman Jonathan Ramsay stated the way I see it if we were hiring for this position and you have someone that has decades of experience or someone that's been training for four months, it's no brainer on who I would want. This scenario here that is the way I see it. Nothing against Tom, but when you have such an asset with a lot of knowledge that has been proven with the Bipartisan Water and Sewer Committee, it would be very hard for me to say no to someone when there quite capable and would do justice for this town.

Carina Noyd stated I think there is an assumption being made that if Mr. Claire is not seated with tonight's vote, then Mr. Simonsen would be. I don't know that is the case, Adam made it pretty clear that he is interested in voluntarily helping the town without any interest in partisan politics without being involved in politics whatsoever. A vote down for Tom Claire may leave an empty seat on the Water and Sewer Authority.

Rachael Ryan stated I find that logic to be flawed unless you are willing to replace your members of the Water and Sewer Commission with people who have more qualifications. Mark mentioned this evening that he is in the process of hiring new Water and Sewer Director. He is currently overseeing it; we have people who will be in place who are experts in the field. This is a commission that is supposed to oversee and help the Water and Sewer Authority operate. I don't think there is specific qualifications for water and sewer commissioners. If we would like to change that we could rewrite the charter with the Charter Revision Commission but that is not the way it stands at the moment. I would be curious to know what you all would like to see instead if this was the Democratic Town Committee's seat and we voted overwhelmingly for Tom in our meeting; Adam would like to serve as a volunteer.

Dan Cocchiola stated I also want to reiterate that Tom will likely continue his interest in the position, ensuing months will come up again. This doesn't have to continue to be a blemish on our working together. I hear the importance and passion; we need to move forward together. I think the Democratic Committee feels strongly about our candidate we are putting forward and is our candidate to put forward. Adam we are grateful for his expertise and willingness to volunteer.

Robert Desena stated there is many valid points brought up here for both candidates, Dan, Michelle. However, where it's Tom Claire or Adam, my choice is going to be on my vote is going who is going to best to serve the position. Not Democrat, not Republican, whoever they may be. I think we shouldn't table it; we should go for it tonight. We have to get on with it for the benefit of water and sewer and I think it is time to take a vote.

Robert Retallick stated I would like something from Adam saying that and I urge somebody to postpone this. We are talking two weeks until we meet again. In that time, we can have something written by Adam. I don't know how the vote will go down; I would hate to lose Tom by waiting two weeks.

Rachael Ryan stated Tom Claire comes to all of our meetings and he certainly would have been here had he known this was going to happen.

Chairman Jonathan Ramsay added if this vote is not appointed, there is always the next meeting.

Aye: 3 Cocchiola, Noyd, Ryan

Nay: 5 Ramsay, McHugh, Demirs, Desena, Retallick

Abstain: 0

Motion is rejected

Motion: Michele McHugh seconded by Rachael Ryan: I move to appoint Carina Noyd, 29 Bessie Street, Oakville as a member of the Economic Development Commission. This appointment is to fill the unexpired term of Robert Piazzaroli who has resigned, term to expire January 31, 2030.

Discussion: none.

Aye: 7 Ramsay, McHugh, Cocchiola, Demirs, Desena, Retallick, Ryan

Nay: 0

Abstain: 1 Noyd

Motion passes

Motion: Michele McHugh seconded by Rachael Ryan: I move to appoint Joseph Masi, 33 Pleasant View Street, Oakville, as a regular member of the Planning and Zoning Commission. This appointment is to fill the unexpired term of David Pope who has resigned, term to expire January 31, 2030.

Discussion: none.

Motion passed unanimously

- b. Consider a request from the Watertown Police Department to dedicate a corner of Main Street, Oakville and Hillside Avenue honoring Constable Edward Ryan. Constable Ryan is the only sworn officer of the Watertown Police Department to die in the line of duty.

Motion: Michele McHugh seconded by Dan Cocchiola I move to approve the request from the Watertown Police Department to dedicate a corner of Main Street, Oakville and Hillside Avenue honoring Constable Edward Ryan.

Joshua Bernegger, Police Chief read the inscription from the National Law Enforcement Memorial into the record.

Council questions:

Rachael Ryan asked the corner would be the corner in which he died, he was staking out?

Joshua Bernegger, Police Chief answered yes

Motion passed unanimously

- c. Consider authorizing an appropriation from the General Fund in the amount of \$3,876.42 to the Police Overtime Account number 010.50130.020.0000.9010. Funds received for Watertown Police Department participation in Homeland Security activities.

Motion: Michele McHugh seconded by Robert Desena: I move to authorizing an appropriation from the General Fund in the amount of \$3,876.42 to the Police Overtime Account number 010.50130.020.0000.9010. Funds received for Watertown Police Department participation in Homeland Security activities.

Council questions:

Vice Chair Michele McHugh asked do we get reimbursed for Homeland Security activities or are those specific to the town?

Joshua Bernegger, Police Chief answered that is a reimbursement, one of our detectives is on a Homeland Security Task force and the hours he puts in that task force are overtime hours that we pay out and we get reimbursed from Homeland Security.

Motion passed unanimously

- d. Consider a resolution appointing an auditor for the Fiscal Year ending 2026 financial audits.

RESOLUTION

BE IT RESOLVED, that the Town Council of the Town of Watertown hereby appoints Sinnamon and Associates, LLC to conduct the Fiscal Year ending June 30, 2026 audit.

Dated at Watertown, Connecticut 20th day of April, 2026.

Jonathan Ramsay, Chairman
Watertown Town Council

Motion: Michele McHugh seconded by Robert Retallick: I move to approve the resolution appointing Sinnamon and Associates as Auditor for Fiscal Year ending 2026 financial audits.

Discussion: none.

Motion passed unanimously

- e. Consider a resolution authorizing an appropriation in the amount of \$21,629.70 from the General Fund for tax refunds.

RESOLUTION

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

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

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

NOW THEREFORE BE IT RESOLVED, that the Town Council appropriates \$21,629.70 to line item from the General Fund for tax refunds.

Dated at Watertown, Connecticut this 20th day of April, 2026.

Jonathan Ramsay, Chair
Watertown Town Council

Motion: Michele McHugh seconded by Robert Retallick: I move to approve the resolution authorizing an appropriation in the amount of \$21,629.70 from the General Fund for tax refunds.

Discussion: none.

Motion passed unanimously

- f. Consider a resolution authorizing the payment of tax refunds.

RESOLUTION

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

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

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

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

Dated at Watertown, Connecticut this 20th day of April, 2026.

Jonathan Ramsay, Chairman
Watertown Town Council

Motion: Michele McHugh seconded by Robert Desena: I move to approve the resolution authorizing the payment of tax refunds.

attached

Discussion: none.

Motion passed unanimously

10. Adjournment.

Motion: Dan Cocchiola seconded by Ken Demirs: to adjourn the Regular Meeting at 7:53 p.m.

Motion passed unanimously

Respectfully submitted,

Jonathan Ramsay, Chair
Watertown Town Council

Approved: _____
Susan King, Clerk



WATERTOWN TOWN COUNCIL PUBLIC PARTICIPATION FORM

Date of Meeting: Monday April 20, 2026

(Please complete this form and submit it to the clerk of the Town Council if you wish to speak at this meeting)

Please Note: Three Minute Time Limit

1. I agree to a three-minute time limit;
2. I agree not to raise my voice;
3. I agree not to use lewd, obscene, profane, slanderous or libelous language or speak or act in a manner that would tend to incite a breach of the peace;
4. I agree not to speak about Town personnel matters. Personnel matters include comments about the job performance of named Town employees, other than elected officials;
5. After three minutes I agree to leave the microphone and yield the floor;
6. I agree that if I cause a disruption and am asked to leave, I will leave the Chambers.

Name: John Cook
(please print)

Address: 390 Kimberly Lane
Watertown CT

Signature: John Cook

Written materials may be submitted to the Clerk of the Town Council. Personnel matters should be directed to the relevant Department Head and/or Supervisor or in the case of a Department Head to the Town Manager except for the Town Manager which should be directed to the Chair of the Town Council.



**WATERTOWN TOWN COUNCIL
PUBLIC PARTICIPATION FORM**

Date of Meeting: Monday April 20, 2026

A while ago, communication lines were placed underneath front lawns and across asphalt driveways at houses on Kimberly Lane. Initially, the company placed in each residence noted painted markers on the areas where the communication lines will be put. We contacted the previous engineering company with the necessary 390 KL information that we hoped would apply the following 1-4 requests to make sure the lawn and driveways would remain as beautiful as they exist which took many years? Before anything was initiated I spent time explaining what we expected:

- 1- Find The water sprinklers making sure there would not have to be repaired. A sprinkler was broken an had to be repaired.
- 2- After trenches were dug, they were filled with lawn soil/seeds/ to make sure lawns were beautiful again. Our family had to repair the lawn which took over a year.
- 3- When Lines placed under the asphalt make sure the driveway would be repaved and edge pavers would not be harmed. The company left asphalt bumpy for leaving the driveway fixing a second time by Watertown PW.
- 4-Our two driveways for 20 years formed a garden of trees, and flowers bordered by bricks which needed replacement! As neighbors we spent \$4,000 this year installing marble white pavers ...except the asphalt curb at roadside, WHERE WE REQUEST THE FINAL COMMUNICATION LINES BE INSTALLED.

Frontier has printed on a just released card that they would restore our property how it was before we (they) arrived.



**WATERTOWN TOWN COUNCIL
PUBLIC PARTICIPATION FORM**

Date of Meeting:

4/22/26

(Please complete this form and submit it to the clerk of the Town Council if you wish to speak at this meeting)

Please Note: Three Minute Time Limit

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5. After three minutes I agree to leave the microphone and yield the floor;
6. I agree that if I cause a disruption and am asked to leave, I will leave the Chambers.

Name:

Karim Belica

(please print)

Address:

54 Pepperidge Tree Rd
Watertown CT, 06795

Signature:

[Signature]

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Town Council Adopted: 12/16/2024



WATERTOWN TOWN COUNCIL PUBLIC PARTICIPATION FORM

Date of Meeting:

11-20-20

(Please complete this form and submit it to the clerk of the Town Council if you wish to speak at this meeting)

Please Note: Three Minute Time Limit

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Name:

Tina Malgouyres
(please print)

Address:

187 White Fox Rd
Watertown

Signature:

[Signature]

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**WATERTOWN TOWN COUNCIL
PUBLIC PARTICIPATION FORM**

Date of Meeting: 4-20-26

(Please complete this form and submit it to the clerk of the Town Council if you wish to speak at this meeting)

Please Note: Three Minute Time Limit

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6. I agree that if I cause a disruption and am asked to leave, I will leave the Chambers.

Name:

Christine Faressa

(please print)

Address:

24 Kimberly Lane
Watertown CT 06795

Signature:

[Handwritten Signature]

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**WATERTOWN TOWN COUNCIL
PUBLIC PARTICIPATION FORM**

Date of Meeting: 4/20/26

(Please complete this form and submit it to the clerk of the Town Council if you wish to speak at this meeting)

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6. I agree that if I cause a disruption and am asked to leave, I will leave the Chambers.

Name:

Mindi Dawson

(please print)

Address:

444 Buckingham St

Dawson CT 06021

Signature:

[Handwritten Signature]

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Town Council Adopted: 12/16/2024

**WATERTOWN TOWN COUNCIL
PUBLIC PARTICIPATION FORM**

Date of Meeting: 4/20/20

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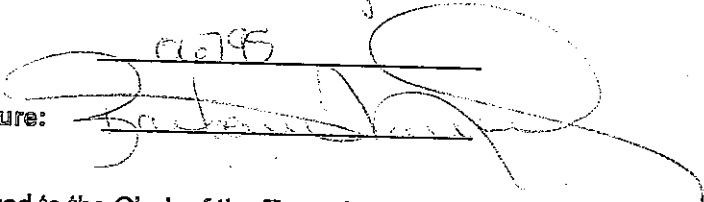
Name:

Barbara Zukeski
(please print)

Address:

17 Mainway Rd

Signature:

06795


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Town Council Adopted: 12/16/2024

Good evening,

Before moving forward with any budget decisions, I believe it is important that we take a step back and focus on transparency and accountability.

I want to point out something very specific: I know how we can save \$1,000 a month, or \$12,000 a year, in this budget. The Town Manager should not be receiving a stipend for responsibilities that are already clearly defined in the Town Charter.

If you refer to the **Watertown Town Charter**, specifically *Creation of a Water and Sewer Authority* on page 29, it clearly states that the Town Manager is the chief administrative officer of the Town, responsible for directing and supervising all departments, as well as preparing and administering the budget. In addition, under Chapter III, the Charter identifies the Town Manager as the principal administrative officer of the Water and Sewer Authority.

The Town Manager's role as Principal Administrative Officer means they are directly involved in the implementation and management of financial decisions. At the same time, the Town Council retains ultimate oversight responsibility under the Charter structure.

These are core responsibilities of the role, not additional duties that warrant extra compensation.

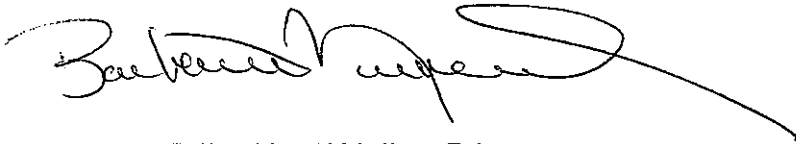
The Charter also makes clear that the Water and Sewer Authority is not autonomous, but a subordinate body of the Town Council. Given that structure, there should be clear accountability at the Council level, and the Town Council should take responsibility for oversight of Water and Sewer, consistent with the intent of the Charter.

It is also important to recognize that the Town Manager and Town Council share responsibility in the current financial situation, including the \$2.5 million debt of the Water and Sewer Authority. With the administrative and financial oversight structure laid out in the Charter, this cannot be treated as an isolated issue.

No budget should be sent to referendum until residents know exactly what they will be paying toward the \$37.6 million bond affecting Water and Sewer ratepayers in Watertown. That cost will directly impact household budgets and must be clearly communicated and included before any vote takes place.

If residents are being asked to take on additional financial burdens, then we must ensure we are not paying extra for duties already required by the Charter, and that proper oversight is being exercised where the Charter clearly assigns it.

Thank you,

A handwritten signature in black ink, appearing to read 'Barbara Zulkeski'. The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Barbara Zulkeski - 17 Mallory Rd.

As legally defined:

A **Principal Administrative Officer (PAO)** is a charter-designated leadership role used in many municipal governments to describe the person responsible for the **day-to-day administration of an agency or department**. In Watertown's case, the role is assigned to the **Town Manager** for the Water and Sewer Authority.

Below is a clear, plain-English definition of what it means and what responsibilities typically come with it, based on municipal charter language like the **Watertown Town Charter**.

Definition: Principal Administrative Officer

The Principal **Administrative Officer** is the individual responsible for the **overall management, administration, and execution of policies and operations** of a public agency or department. They do not typically set policy, that authority remains with a governing board or council, but they are responsible for **carrying it out and managing all day-to-day functions**.

The Town Charter designates the **Town Manager as the principal administrative officer of the Water and Sewer Authority**.

Core Responsibilities

1. Operational Management

- Oversees daily operations of the agency or department
- Ensures services are delivered effectively (water, sewer, infrastructure, etc.)
- Coordinates staff, contractors, and technical operations

2. Financial Administration

- Prepares and administers budgets
- Monitors revenues and expenditures
- Ensures funds are available for operations and debt obligations
- Implements financial decisions approved by governing bodies

3. Implementation of Policy

- Carries out directives from the governing board (WSA) and Town Council
- Does not set policy, but ensures it is executed properly

4. Supervision of Personnel

- Oversees department heads and operational staff
- Ensures proper staffing and performance of services
- Implements organizational structure and workflow

5. Coordination and Reporting

- Serves as the administrative link between:
 - The WSA board
 - Town Council
 - Town departments
- Provides reports, updates, and recommendations

6. Compliance and Accountability

- Ensures compliance with:
 - Town Charter
 - State law
 - Financial and operational regulations
- Maintains accountability for administrative performance

The Principal Administrative Officer:

- **Runs the system day-to-day**
- **Manages the money and operations**
- **Implements decisions made by elected or appointed boards**
- **But does not set policy alone**

Barbara Zwickel
17 Mallory Rd.
06795

**WATERTOWN TOWN COUNCIL
PUBLIC PARTICIPATION FORM**

Date of Meeting: 4/20/26

(Please complete this form and submit it to the clerk of the Town Council if you wish to speak at this meeting)

Please Note: Three Minute Time Limit

1. I agree to a three-minute time limit;
2. I agree not to raise my voice;
3. I agree not to use lewd, obscene, profane, slanderous or libelous language or speak or act in a manner that would tend to incite a breach of the peace;
4. I agree not to speak about Town personnel matters. Personnel matters include comments about the job performance of named Town employees, other than elected officials;
5. After three minutes I agree to leave the microphone and yield the floor;
6. I agree that if I cause a disruption and am asked to leave, I will leave the Chambers.

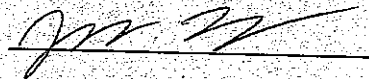
Name:

James Fitzpatrick
(please print)

Address:

944 Guernseytown Road
Watertown CT 06795

Signature:



Written materials may be submitted to the Clerk of the Town Council. Personnel matters should be directed to the relevant Department Head and/or Supervisor or in the case of a Department Head to the Town Manager except for the Town Manager which should be directed to the Chair of the Town Council.

Town Council Adopted: 12/16/2024



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Name: Katherine Camara
(please print)

Address: 31 Cottage Place
Oakville, CT 06779

Signature: [Handwritten Signature]

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Town Council

Regular meeting 042026

Line item 9f

Bill	Name	Address	City/State/Zip	Prop Loc/Vehicle Info.	Reason	Tax	Int	Fee	Refund
2024-01-0000217	ALVES ALEXANDER R & BARBARA A	PO BOX 174	WATERTOWN, CT 06106	6 NOVA SCOTIA HILL RD	Sec. 12-129 Refund of Excess Payments -	57.54	-	-	57.54
2024-01-0007762	SWEET GROUNDS LLC	128 SO MAIN ST	TORRINGTON, CT 06460	1174 MAIN ST	Sec. 12-129 Refund of Excess Payments -	8,024.06	366.58	-	8,390.64
2024-01-0008573	RUSSELL SPEEDERS CAR WASH OF	1383 MAIN ST STE 703	NORWALK, CT 06851	1008 MAIN ST	Sec. 12-129 Refund of Excess Payments -	12,556.87	-	-	12,556.87
2024-03-0053317	CCAP AUTO LEASE LTD	1601 ELM ST STE 800	DALLAS, TX 75201	2022/1C6RRFFG4NN327961	Sec. 12-129 Refund of Excess Payments -	247.77	-	-	247.77
2024-03-0053320	CCAP AUTO LEASE LTD	1601 ELM ST STE 800	DALLAS, TX 75201	2022/1C4SIVEI9NS103594	Sec. 12-129 Refund of Excess Payments -	244.41	-	-	244.41
2024-03-0060100	JAMES PLUDE CUSTOM BUILDING LL	100 SHAW FARM RD.	OAKVILLE, CT 06042	2022/1FT7W2BN0NEE54888	Sec. 12-129 Refund of Excess Payments -	65.12	3.91	-	69.03
2024-03-0063074	MASI NICHOLAS L JR	491 N MAIN ST	NAUGATUCK, CT 06440	2003/1HD1HAZ153K838613	Sec. 12-129 Refund of Excess Payments -	13.15	0.36	-	13.51
2024-04-0080925	FORREST BRENDA	56 CLERMONT ST	OAKVILLE, CT 06042	2017/1G1BE5SM2H7158861	Sec. 12-129 Refund of Excess Payments -	19.93	-	-	19.93
TOTAL						21,228.85	370.85	-	21,599.70