

**APPROVED MINUTES  
Board of Finance  
Minutes  
February 26, 2014**

**CALL TO ORDER**

Ms. Elaine Hammers called the Department of Finance meeting to order at 7:10 p.m. at the Town Hall, Trumbull, Connecticut.

**PLEDGE OF ALLEGIANCE**

All present participated in the Pledge of Allegiance.

**PUBLIC COMMENT**

There was no public comment.

**ATTENDANCE**

**Present**

Elaine Hammers, Chairman  
Paul Lavoie, Vice Chairman  
Andrew Palo  
Thomas Kelly  
Roy Molgard  
Bill Haberlin  
Vincent DeGennaro, Alternate  
Kari Egri, Alternate

**Absent**

Kristy Waizenegger

**Also present:** Finance Director, Maria Pires, Members of the Finance Committee of the Town Council, Edna Colucci, Vicki Tesoro, Cindy Penkoff, Enio DeVita.

Ms. Hammers began the meeting by announcing that the Town of Trumbull has been upgraded by Standard and Poor's to a rating of AA+, which she said is going to translate to real dollar savings when we go out to bond. The town did a refunding sale today and will generate a savings of \$955,000 which will reduce current budget of about \$400,000, and the same amount next year and the difference over the remaining years. She indicated that she discussed this with John and Maria and that it was decided that it was fiscally responsible to spread this out over time, year after year, rather than all at once.

**TOWN TREASURER'S REPORT** - Mr. Ponzio

Mr. Ponzio was not-present; Ms. Hammers reviewed the report submitted.

**APPROVAL OF FISCAL YEAR 2013-2014 TRANSFERS:**

Approval of Hiring Expenses for 5 New Patrol Officers

2-14-01	D/C Michael Harry	FROM: 01022000-501101 FT salaries	\$10,000
		TO: 01022000-522203 Police Ancillary	\$10,000
		To cover hiring expenses for 5 entry level patrol officers – medical physical, psychological, and polygraph through the month of June 2014.	

Mr. Lavoie moved, seconded by Mr. Haberlin to approve the hiring expenses for 5 new entry level patrol officers.

Deputy Chief Michael Harry spoke about the need for funding to cover the cost of tests for 5 new officers. He said that Waterbury is also hosting an academy and that New Britain may eventually host an academy as well. When asked by Ms. Hammers if he thought we could get all 5 into the academy this year, he responded that he doesn't think so, but that it's important to have a list ready. He said that they went through the top 52 applicants who had no complications or issues. He said that we now have 5 applicants before the commission. Three officers will be offered and the other two will be asked to bear with us until we have seats.

Vote: 6-0 motion carries.

Approval of Funding of a New Bus for the Senior Center

2-14-02	Jean Fereira, Senior Center Director	FROM: 01050600-522205 Program Expense	\$ 3,421
		TO: 01050600-581888 Capital Outlay	\$ 3,421
		To partially fund Town's current portion of \$17,103 for new bus purchase.	

Mr. Lavoie moved, seconded by Mr. Molgard to approve the partial funding of a new bus for the Senior Center.

Although Ms. Fereira was not present, it was discussed that this is a request for a new bus, most of which is funded through a State grant, for which Trumbull would need to pay \$17,000 over a five year lease.

Vote: 6-0 motion carries.

Mr. Lavoie moved, seconded by Mr. Palo, to table item 2-14-03.

Vote: 6-0 motion carries.

**DISCUSSION ITEMS**

- **Attorney Opinion Letter – Tax Surplus Rebate Issue**

Ms. Hammers stated that we requested a legal opinion from our town attorneys regarding issuing a tax rebate instead of using surplus. This was an issue that came up last year when we they were setting the mill rate.

Ms. Hammers said it was verified that the law is clear: We are only allowed to do what the State specifically allows us to do, and the State of Connecticut does not allow it. Therefore, the Town Attorney said we do not have the authority to issue rebates. Ms. Hammers said she has asked David Rutigliano to try to work on that issue in Hartford with the hopes that there can be a positive outcome. Mr. Kelly stated that this will be a good thing for the town instead of using surplus to avoid impacting following years' budgets.

- **Year to Date Budget vs. Actual Report**

Ms. Pires said that both Police and Public Works are over budget on overtime; the Police \$81,000 and the Public Works \$93,000, which is due to snow removal. Ms. Egri asked if we can look at recreation on page 21. Ms. Pires said that end of year we transfer approximately \$80,000-\$90,000 from the Special Agency to cover the deficit. A discussion ensued regarding the way Mary's time off was structured and the process that led to the overtime in this area. Mr. Palo asked about a negative amount in the Technology Budget that it was there last month and now it cleared. Ms. Pires stated that it could have been miscoded and now adjusted, she will check into it.

5 minute break announced by Ms. Hammers.

Mr. Lavoie moved, second by Mr. Palo to return back in session.

Approval of Planning Study Regarding the Development of 2 Areas: Lower Madison Avenue and Lower Main Street

2-14-03	Jamie Bratt, Director of Planning and Zoning	FROM: 01014200-501101 Full Time Salary  TO: 01014200-522202 Professional Services  Short term planning study for 2 areas that might experience development within the next 12 months.	\$12,000  \$12,000
---------	--	--	--------------------------

Ms. Bratt spoke about this short-term study which involves two areas: lower Main Street and lower Madison Avenue near PJ Garden. She explained that a third party would have a more global perspective, which is essential. The specific community outreach indicates a recommendation for a regulatory tool, one that we should be using, that will eventually go into the zoning code. Ms. Bratt said that we need to develop regulations on many different subjects, and she believes the goal is to continue to fund annual planning studies, which she has already introduced into the budget. She said she spoke with Ms. Pires about a 5-year plan.

She spoke about the differences in the two communities of Lower Main Street and Lower Madison Avenue and remarked that Lower Madison is earlier in the development cycle. She said that Madison is still very much a residential community and that in their journey of transition, lower Main Street folks have been reached out to and have built a consensus. She said it was important to assist community efforts and visions where we can, and that that she would like to see us create a very clear picture of where we are and where we are going.

Mr. Lavoie moved, seconded by Mr. Haberlin to approve 2 intensive short-term planning studies.

Vote: 6-0 motion carries

### **NEW BUSINESS**

Andy Palo asked about the internal auditor's report and Ms. Hammers said she asked Mr. Henderson not to put anything on the agenda until the process is followed and is final. She said he has been spending a lot of time giving data to the auditors on the Trumbull High School Audit. At one time, Mr. Henderson has audited the cash at the transfer station, so he has audited financial data now we could have him perform procedural audits.

### **APPROVAL OF MINUTES**

Mr. Lavoie said that on the last page of the report there was an error: Mr. Molgard's name was missing and needed to be added.

Mr. Lavoie moved, seconded by Mr. Palo to approve the minutes, as amended, of the January meeting.

Vote: 6-0 motion carries.

### **ADJOURNMENT**

There being no further business to discuss, moved by Ms. Hammers, seconded by Mr. Haberlin to adjourn at 8:00 p.m.

Vote: 6-0 motion carries.

Respectfully submitted,

Faith Vogel,  
Board of Finance Substitute Clerk