

**TOWN OF TRUMBULL  
APPROVED MINUTES  
BOARD OF FINANCE  
JUNE 9, 2016**

**CALL TO ORDER**

Chairman Hammers called the Board of Finance meeting to order at 7:00 pm in the Town Hall, Trumbull, Connecticut. All those present joined in the Pledge of Allegiance. \*\*

**PUBLIC COMMENT**

There was no Public Comment

**ATTENDANCE**

**Present**

Elaine A. Hammers, Chairman  
Vincent DeGennaro, Alternate  
Roy Molgard  
Thomas Kelly  
Scott Zimov  
Ted Chase, Alternate  
Andrew Palo  
William S. Haberlin

**Absent**

Karen A. Egri, Alternate

**Also present:**

Maria Pires, Finance Director; Anthony Musto, Treasurer; Therese Keegan, Internal Auditor

\*\*The Town Council is meeting with the Board of Finance this evening to discuss the WPCA Contract 3 and 4 settlement with Mark IV and to vote on the appropriate funding for item 06-016-01, after which the Town Council members will leave and the regular Board of Finance meeting will resume. **Note:** The Town Council had a quorum.

**6-16-01**

Mr. Haberlin moved, seconded by Mr. Zimov to appropriate \$2,775,000 from #20-315200 WPCA-Retained Earnings to #20100000-480012 Transfer Out (Fund #59) \$2,775,000 to settle WPCA Contract 3 and 4 with Mark IV.

Mr. Haberlin moved, seconded by Mr. Zimov, to go into executive session at 7:10 p.m.

Vote: 6-0-0

Mr. Zimov moved, seconded by Mr. Haberlin, to come out of executive session at 8:35 p.m.

Vote: 6-0-0

Vote: 4-2-0 (against: Palo, Kelly)

By unanimous consent the Board of Finance agreed to take the following items out of order.

**6-16-04**

Mr. Haberlin moved, seconded by Mr. Zimov to transfer \$1,890 from #01022800-501101 Salaries-FT to #01022800-501103 Salaries-Seasonal \$1,890 to hire a part time person to fill in for an employee on sick leave for 19.5 hours for 5 weeks (June 1-30) at \$29.64 per hour less \$1,000 already transferred by the Finance Director.

Ms. Murphy, the Fire Marshal, indicated the individual would be out until November 17 and these funds would cover the part time person 19.5 hours a week for the remainder of the fiscal year, through 6-30-2016.

Vote: 6-0-0

**6-16-05**

Mr. Palo moved, seconded by Mr. Zimov to table item 6-16-05 until the next meeting. Ms. Murphy will not need to attend.

Vote: 6-0-0

**6-16-03**

Mr. Zimov moved, seconded by Mr. Palo to table item 6-16-03 until the next meeting. Mr. Smeriglio will not need to attend.

Vote: 6-0-0

**6-16-02**

Mr. Haberlin moved, seconded by Mr. Zimov, to transfer \$1,310 from # 01030500-522202 - Professional Services to #01030500-501103 Salaries-Seasonal \$1,310 to hire seasonal help to fill current Vacancy in Engineering/WPCA 35 hours for 6 weeks at \$11=\$2,310-\$1,000 Dir Transfer (May 23-June 30, 2016).

Vote: 6-0-0

Mr. Smeriglio, Town Engineer, indicated that 10 months ago they hired a full time person who resigned left two weeks ago. Since summer is their busies time, he is looking to hire a part time entry-level person to do basic things until they can find a full time replacement. The Engineering Department is going to pay for the first half of the summer and the WPCA will pay for the second half.

**TOWN TREASURER'S REPORT – Anthony Musto**

Mr. Musto presented the Treasurer's Report indicated that it is in a different format in order to expand the historical information. He indicated that he would be moving the Infinex account into the Investments section at the beginning of the next fiscal year. He also wants to add more notes regarding the fees for the TD bank accounts, since the information does not come until the end of the month. This month the fees are \$2500, which is more than over the last two years. .He put 16-18 million into the tax account to offset the fees at the suggestion of the Bank. Once he received the numbers, he moved about 7 million out. Mr. Musto indicated that the balance of the investment account at Morgan Stanley appears to have gone down but it was a transposition of the numbers. No funds were added.

**INTERNAL AUDITOR'S REPORT – Therese Keegan**

Ms. Keegan indicated that there was interest in the software for the transfer station, discussed at last month's meeting. In addition, she continued to address the previous month's report providing an overview of the Transfer Station – Operating Options (Addendum A - attached hereto and made a part hereof).

Ms. Keegan went on to discuss the various options that are available to the town should changes be made. These were discussed along with the relevant procedures used by a sample town selected for comparison.

Ms. Keegan explained various scenarios that would involve the haulers paying a fee that would be passed on to the customers, reducing the annual cost to the town. She then went on to explain the options that would involve the town doing the pickups using contract labor as in the comparison town followed by explanations showing what it would cost the town annually to do the hauling with a staff for that purpose.

**DISCUSSION ITEMS**

- Year to Date Budget to Actual Report – Expenditures FY 2016
  - Workers comp – there will be enough to cover the shortfall from the liability insurance
  - Police overtime is on target at 93%

The Chair indicated that questions regarding the Travel and Expense Reimbursement Policy and Town Credit Card Policy should be directed to Ms. Pires.

**APPROVAL OF MINUTES**

Mr. Haberlin moved, seconded by Mr. Zimov to approve the minutes of the May 12, 2016 and May 19, 2016 meetings, as presented.

Vote: 6-0-0

**ADJOURNMENT**

By unanimous consent, the meeting adjourned at 10:05 p.m.

Respectfully submitted:

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Phyllis C. Collier, Board of Finance Clerk