

TOWN COUNCIL
Town of Trumbull
CONNECTICUT
www.trumbull-ct.gov

TOWN HALL
Trumbull

TELEPHONE
(203) 452-5005



AGENDA No. 683

- I CALL TO ORDER
- II MOMENT OF SILENCE
- III PLEDGE OF ALLEGIANCE
- IV ROLL CALL
- V APPROVAL OF MINUTES
- VI BUSINESS

DATE: November 10, 2011
TIME: 8:00 p.m.
PLACE: Town Hall

NOTICE is hereby given that the Town Council of the Town of Trumbull, Connecticut will hold a regular meeting on Thursday, November 10, 2011 at 8:00 p.m. at the Trumbull Town Hall, for the following purpose:

DISCUSSION ITEMS:

Trumbull High School Building Committee Update:

- a. Chairman's Report
- b. Owner's Rep Update
- c. Architect's Update
- d. Construction Manager Update

-
1. RESOLUTION TC23-189: To consider and act upon a resolution which the Town of Trumbull shall acquire title to parcels of real property located in the Town of Trumbull, parcels being known as 290 Oakland Drive, 167 Southgate Road, 9 Friar Lane, 11 Foxwood Road, 75 Huntington Road, 254 Stonehouse Road, and 264 Meadow Road, from Trumbull Land Trust, Incorporated for the collective sum of \$7.00 and:

BE IT FURTHER RESOLVED, That First Selectman Timothy M. Herbst, be and the same, is hereby authorized to accept deeds transferring legal title to said parcels from Trumbull Land Trust, Incorporated to the Town of Trumbull. (L&A)

2. RESOLUTION TC23-190: To consider and act upon a resolution which would authorize Timothy M. Herbst, First Selectman of the Town of Trumbull to apply for the Fiscal Year 2012 Comprehensive Driving Under the Influence (DUI) Enforcement Program to sign and execute agreement and all documents between the Town of Trumbull and the State of Connecticut Department of Transportation for the Federal Highway Safety Program. (L&A)

3. **RESOLUTION TC23-191: To consider and act upon a resolution whereas the Town of Trumbull approves and endorses the Regional Performance Incentive Program (RPIP) grant application by the Greater Bridgeport Regional Council to be approved by the Connecticut Office of Policy and Management and certifies that pursuant to Section 8 of Public Act 02-239 that there are no legal obstacles to the provision of the services as outlined in the RPIP project. (L&A Public Hearing)**
4. **RESOLUTION TC23-192: To consider and act upon a resolution which would appropriate \$62,000 from the Unrestricted Fund Balance to Tree Warden 01080800-522205 Program Expenses \$12,000 and Tree Warden 01080800-578806 Emergency Services \$50,000 for Tree Removal Services Related to Storm Damage. (Finance)**
5. **RESOLUTION TC23-193: To consider and act upon a resolution which would appropriate \$14,760 from the Unrestricted Fund Balance to Fringe Benefits 01013400-511151 Medical \$10,680 and 01013400-511150 FICA \$4,080 for Fringe Benefits associated with new Economic Development Director position. (Finance).**

VII ADJOURNMENT

COPIES OF THE RESOLUTIONS ATTACHED HERETO

Carl A. Massaro, Jr., Chairman

RESOLUTIONS

1. RESOLUTION TC23-189: BE IT RESOLVED, That the Town of Trumbull shall acquire title to parcels of real property located in the Town of Trumbull, parcels being known as 290 Oakland Drive, 167 Southgate Road, 9 Friar Lane, 11 Foxwood Road, 75 Huntington Road, 254 Stonehouse Road, and 264 Meadow Road, from Trumbull Land Trust, Incorporated for the collective sum of \$7.00 and:

BE IT FURTHER RESOLVED, That First Selectman Timothy M. Herbst, be and the same, is hereby authorized to accept deeds transferring legal title to said parcels from Trumbull Land Trust, Incorporated to the Town of Trumbull.

2. RESOLUTION TC23-190: BE IT RESOLVED, That Timothy M. Herbst, First Selectman of the Town of Trumbull, be and the same, is hereby authorized to apply for the Fiscal Year 2012 Comprehensive Driving Under the Influence (DUI) Enforcement Program and;

BE IT FURTHER RESOLVED, that Timothy M. Herbst is authorized to sign and execute agreement and all documents between the Town of Trumbull and the State of Connecticut Department of Transportation for the Federal Highway Safety Program.

3. RESOLUTION TC23-191: WHEREAS, the Greater Bridgeport Regional Council (GBRC) intends to apply for grant funds under the Regional Performance Incentive Program (RPIP), a state-funded program to encourage regional cooperation, referenced in Section 5 of Public 11-61 (An Act Concerning Responsible Growth); and

WHEREAS, the proposed project will create and develop a regional Geographic Information System for the member communities of the Greater Bridgeport Regional Council and the intent of the project is to jointly and cooperatively establish a regional system for developing, maintaining, updating and disseminating geographic information: and

WHEREAS, the total funding request will be \$1,400,000.00; and

WHEREAS, the GBRC will work with member communities to prepare and adopt a Memorandum of Understanding for the operations and maintenance of the regional GIS;

NOW THEREFORE BE IT RESOLVED, That the Town Council of the Town of Trumbull approves and endorses the Regional Performance Incentive Program (RPIP) grant application by the Greater Bridgeport Regional Council to be approved by the Connecticut Office of Policy and Management and certifies that pursuant to Section 8 of Public Act 02-

239 that there are no legal obstacles to the provision of the services as outlined in the RPIP project.

4. **RESOLUTION TC23-192: BE IT RESOLVED, That \$62,000 is hereby appropriated from the Unrestricted Fund Balance to Tree Warden 01080800-522205 Program Expenses \$12,000 and Tree Warden 01080800-578806 Emergency Services \$50,000 for Tree Removal Services Related to Storm Damage.**
5. **RESOLUTION TC23-193: BE IT RESOLVED, That \$14,760 is hereby appropriated from the Unrestricted Fund Balance to Fringe Benefits 01013400-511151 Medical \$10,680 and 01013400-511150 FICA \$4,080 for Fringe Benefits associated with new Economic Development Director position.**

PROJECT TITLE	APPLICANT
FY 2012 Comprehensive DUI Enforcement Program for Municipal Police Department	Trumbull Police Department

STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION

The percentage of alcohol related fatalities in Connecticut during 2009 (51%) was slightly higher than the national average of 38% and slightly above the 41% in the other New England States. Of the Connecticut fatal crashes, 43% were estimated to have been "high" Blood Alcohol Concentration (BAC) crashes - (BAC 0.08). The national average for "high" BAC crashes was 32% and it was 34% in the other New England states.

The number of statewide DUI arrests has decreased from 14,398 in 2008 to 12,272 in 2009.

50% of DUI crashes occur during the weekend days of Friday through Sunday.

80% of fatality injured drinking drivers with a BAC equal to or above .01 occurred during the hours of 6 PM to 6 AM

The average BAC of those arrested for DUI increased slightly from 0.162 for 2008 to 0.164 in 2009.

NOTE: For DUI Patrol activities, the number of enforcement officers allowed per vehicle at any one time is one per vehicle, however, core enforcement hours may be split by more than one officer. All officers who will be assigned to DUI activities have to be updated in the most current version of Standardized Field Sobriety Testing (SFST).

NOTE: The operation of this Selective Traffic Enforcement Program shall be above and beyond the normal/special patrol activities scheduled during the program parameters.

OBJECTIVES

To reduce the number of crashes, injuries and fatalities from impaired driving through increased high-visibility DUI enforcement activities. Communicate with the public, through media venues, the increased levels of DUI enforcement activities so drivers will realize the risks and consequences of operating a vehicle while under the influence and therefore deter that behavior.

ACTIVITIES AND PROCEDURES

This program is being offered on an expanded year-round basis and is in line with the goals and objectives as highlighted in the Connecticut Highway Safety Plan for FY 2012. Funding will be used to address various circumstances in which increased drinking and driving within the municipality is anticipated to take place. In the course of discussions with police agencies, it is evident that the incidence of impaired driving increases at certain times of the year in addition to holiday periods; for example, shoreline communities which have an increase in population during the summer months. Events such as summer festivals, country fairs, music concerts, sporting events, etc, all represent potential for a higher incidence of impaired driving.

Enforcement techniques employed should include extra DUI patrol activities, and may include DUI Sobriety checkpoints. A checkpoint is defined as, an operation not to exceed eight officers, including a supervisor, conducted at a fixed location, which lasts no more than eight hours where operators are stopped and interviewed to determine if the operator is impaired. Roaming or saturation patrols will not be conducted or reported as checkpoints.

PROJECT TITLE	APPLICANT
FY 2012 Comprehensive DUI Enforcement Program for Municipal Police Department	Trumbull Police Department

STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION (CONTINUED):

**(INSERT LOCAL DUI CRASH AND CITATION STATISTICS AND LOCAL PROBLEM ID HERE)
DATA MUST INCLUDE ALCOHOL-RELATED FATAL AND INJURY CRASH DATA, DUI ARREST DATA,
TIME OF DAY AND DAY OF THE WEEK AND LOCATIONS WHERE THE PROBLEM EXISTS.
MAKE SURE TO INCLUDE YOUR PERFORMANCE MEASURES, (WHAT IS YOUR BENCHMARK, WHAT
ARE YOUR GOALS AND HOW WILL YOU MEASURE YOUR SUCCESS).**

**** NOTE - A MINIMUM OF THREE YEARS OF LOCAL ALCOHOL RELATED
IMPAIRED DRIVING CRASH DATA IS REQUIRED TO SUBSTANTIATE THE
LOCAL PROBLEM I.D.****

The Town of Trumbull covers 23.5 square miles, in eastern Fairfield County, in southwestern Connecticut. It is bordered by the city of Bridgeport, and the towns of Fairfield, Easton, Monroe, Shelton, and Stratford. Trumbull has 36,018 residents, per the 2010 census.

Family Circle magazine selected Trumbull as the 7th "Best Town for Families" in the U.S., and *U.S. News & World Report* magazine ranked Trumbull as one of the top 15 "Best Places to Retire" in Connecticut.

Trumbull is convenient to the college communities of Fairfield and Sacred Heart Universities, and Housatonic Community College. There are numerous shopping complexes, including two malls. Several large corporations such as Unilever, Oxford Health Plans, NASDAQ, Sikorsky Aircraft, and Cadbury-Schweppes have units that call Trumbull their "home."

There are numerous restaurants within town, and one in particular has a nightclub atmosphere with a bar that draws patrons from the colleges, businesses, and residences of Trumbull, as well as employees and residents of surrounding towns. This restaurant is conveniently located on a state road, with direct access to Rt.25, which feeds into both the Merritt Parkway (Rt.15) and I-95. The area has been one of the locations targeted for High Visibility Enforcement, and will remain a main area of focus for the FY12 DUI Enforcement Program.

The consumption of alcohol in conjunction with school related activities (dances, sporting events, house parties, etc.) remain a factor, and as the events become known, the enforcement team will concentrate a higher visibility in those areas. In the meantime, the Trumbull Police Department has partnered with Trumbull Partnership Against Underage Drinking (TPAUD), a coalition which includes school staff and administration, Trumbull Board of Education, the Trumbull Library, Trumbull Rotary, PTA members, parents, the United Way, and RYASAP. While TPAUD's main objective is to educate the youth of Trumbull and their parents of the dangers of underage drinking, the high visibility enforcement that this program provides, goes further to enforce the repercussions of drinking and driving, and has been met with favorable reception from the educators, students, and parents.

In comparison of 2009 the alcohol related crashes were up 57%, the alcohol related injuries were up 200%, and the alcohol related arrests were up 32%, in 2010. Twenty-eight percent (28%) of these incidents occurred on Saturdays, twenty-one and a third percent (21.33%) occurred on Fridays, and seventeen and a third percent (17.33%) occurred on Thursdays. The greatest amount on incidents occurred at the 0100 hours, with 2200 hours and 2300 hours second (see attached pie chart).

While the number of persons arrested for driving under the influence, remain steady, satisfying the question for the continuous need for this type of program. The accomplishments are more subtle, like the golf foursome at the next table of a restaurant discussing a road block from the evening before, or a snippet of a Face Book entry commenting on a road block, or the man arrested for DUI the previous evening, who calls to thank his arresting officer the next day, for successfully getting him off the road before he injured (or worse) an innocent person.

PROJECT TITLE	APPLICANT
FY 2012 Comprehensive DUI Enforcement Program for Municipal Police Department	Trumbull Police Department

PROJECT EXPENDITURES --- REIMBURSEMENT REQUIREMENTS

This is a federally reimbursable program. The cost of all expenses incurred under this project must first be paid for with municipal or state agency funds. The sub-grantee may then apply for reimbursement based on the procedures and policies listed below.

Project Start Date November 4, 2011	Billing Period Ending Date January 1, 2012	Reimbursement Deadline February 1, 2012
2nd Billing Period Start Date January 2, 2012	Billing Period Ending Date May 28, 2012	Reimbursement Deadline June 30, 2012
3rd Billing Period Start Date May 31, 2012	Project Ending Date July 31, 2012	Reimbursement Deadline August 30, 2012
4th Billing Period Start Date August 1, 2012	Project Ending Date September 12, 2012	Reimbursement Deadline October 15, 2012

- Only expenses contained in the approved Highway Safety Project application may be claimed for reimbursement.
- Expenses **MUST** be incurred within the approved Project Start and Ending Dates. (see above)
Please verify the Project Start Date and Project Ending Date prior to any project activity.
- **PERSONNEL SALARIES** -- Personnel salary expenditures are authorized as part of this project. Completed and signed **"Highway Safety Program Time Sheet & Activity Reports"** **MUST** accompany these expenditures for reimbursement. **Under no circumstances may an employee sign their own time sheet as employee and supervisor - even if they are the ranking officer for that shift. All time sheets must have two separate individual and legible signatures and they must be originals. Photocopies or faxed timesheets are not acceptable forms of reimbursable documentation.**
- Under the terms and conditions of this project application, ALL SUPPORTING DOCUMENTATION must be submitted to the Highway Safety Office no later than **thirty (30) days after the billing's ending date**. **Please verify the Reimbursement Deadline prior to any project activity.**
- All claims that are missing required support documentation will be returned to the grantee and will not be processed for reimbursement until all required documentation is submitted and filled out completely and properly.

**FAILURE TO MEET THE REIMBURSEMENT REQUIREMENTS
SET FORTH MAY RESULT IN YOUR CLAIM BEING DENIED.**

**BOARD OF FINANCE
MINUTES
October 13, 2011**

CALL TO ORDER

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

PUBLIC COMMENT

Karen DelVecchio – 31 Sunnyridge Parkway – Trumbull, CT

Ms. DelVecchio, Executive Director, Trumbull Chamber of Commerce, spoke in support of the town adding a permanent, full time Economic Development Director position. She cited the good work done in the past by the former director, who was a consultant, emphasizing the need for this work to continue.

Members present and absent were as follows:

PRESENT

Chairman, Elaine Hammers
Andrew Palo
Alex Remson, Alternate
Perry Molinoff, Alternate
Paul Lavoie
Tom Tesoro

ABSENT

Steven Lupien
Ken Martin, Jr.
Cindy Penkoff, Alternate

Also present: Maria Pires, Director of Finance; John Ponzio, Treasurer; John Marsilio, Director of Public Works; Warren Jacques, Tree Warden; John Barbarotta, Plant Administration.

The Chair indicated that Ms. Remson would be voting for Mr. Martin and Mr. Molinoff would be voting for Mr. Lupien.

TOWN TREASURER'S REPORT - John Ponzio

Mr. Ponzio reported, citing the following occurrences in September:

- Bond sale mid-month brought us in a net of 23-24 million. We sold bonds to pay outstanding notes and to expenses in connection with the high school and sewer project. We expect both projects to be completed by this time next year. This should reduce the financing for next year.
- We sold 26 million in bonds this year to payoff notes and went out for 28 million in notes to pay off continuing obligations for the high school, sewers and GIS.
- This is the month when we do most of our bonds and financing, incurring major expenses.
 - 8.9 million came due in principal and interest; we needed to pay to reduce our debt; however, we increased debt by 26 million due to sewers and high school.
 - 5.2 million paid out to O&G Construction for the high school.
 - Mr. Sirico, the BOE business manager, was able to work out a deal with the transportation company. He will pay in 2 installments rather than monthly for a savings of \$70,000.
- Rates went down this month; we were earning 30 bps, which has dropped to 20 bps. We negotiated a rate of 25 bps and our compensating balance needed to keep reduced fees was reduced from \$10.8 to \$7.0 million. Good, considering where rates are.
- We invested .5 million in Government backed securities; rates on Fannie and Freddie are up to 3%.
- Merrill Lynch built up about \$200K in cash; invested \$250K in government backed securities; we are now up to \$7.7 million in government investments; trying to maintain our revenue stream.
- State Investment Fund is up to about 30 bps; therefore, we will be transferring TD funds at 25 bps to SIF at 31 bps.

The Chair asked if \$7.7 million was the limit that we can invest with Merrill Lynch according to our investment policy. Mr. Ponzio indicated that there was no limit; however, we don't know what the market is going to do. The investment advisors seem to think that investing 10% of available cash is the norm with other municipalities that they deal with.

Mr. Molinoff questioned why we don't invest more with the government-backed securities given the higher interest rate. Mr. Ponzio indicated that he did not have the same confidence level that he has with other investment opportunities.

Mr. Molinoff questioned what the actual savings would be to the BOE given the loss of interest incurred by paying the transportation bill ahead of time. Mr. Ponzio indicated that we would save \$70,000 on the first installment, and we would recognize a higher rate of return than if we invested the funds over the 9-month school period.

The Chair requested the Board table following supplemental appropriation and transfers until the next meeting, since Judge Chiota could not attend the meeting this evening.

FISCAL YEAR 2011-12 SUPPLEMENTAL APPROPRIATION

10-11-01	Charter Revision Commission	FROM:	Unrestricted – Fund Balance	2,500
		TO:	01010300-522202 – Professional Services Costs associated with Charter Revision	2,500

FISCAL YEAR 2010-11 TRANSFER

10-11-04	Charter Revision Commission	FROM:	01010300-545502 – Communications- Public Reports	2,230
		TO:	01010300-522202 – Professional Services Costs associated with Charter Revision	2,230

FISCAL YEAR 2011-12 TRANSFER

10-11-05	Charter Revision Commission	FROM:	01010300-522201 – Clerical Fees	166
		FROM:	01010300-545501 – Communications – Legal Notices	1,500
		TO:	01010300-522202 – Professional Services Costs associated with Charter Revision	1,666

Mr. Tesoro moved, seconded by Mr. Molinoff, to table the Charter Revision Commission supplemental appropriation and transfer requests until the next Board of Finance meeting.

Vote: 6-0-0 Motion passes

SUPPLEMENTAL APPROPRIATION

10-11-02	Tree Warden	FROM:	Unrestricted Fund Balance	62,000
		TO:	01080800-522205 – Program Expenses	12,000
			01080800-578806 – Emergency Services	50,000
			Tree removal services related to storm damage	

Mr. Palo moved seconded by Mr. Tesoro to approve a supplemental appropriation of \$62,000 from the Unrestricted Fund Balance to 01080800-522205 – Program Expenses for \$12,000 and to 01080800-578806 – Emergency Services for \$50,000.

Vote: 6/0/0 Motion passes

Mr. Jacques indicated that we have spent \$25,000 to date in clean-up as a result of tropical storm Irene and we anticipate incurring another \$25,000 in expenses. In addition, during the months of July and August we spent \$12,000 in emergency services, leaving us a balance of \$8,000 in that account. The tree maintenance account balance of \$65,000 was still intact as of July 1, 2011, since we have only spent \$1,000; however, we have committed to approximately \$30,000 in winter work that is for the removal and repair of trees during the winter months. We are asking for a supplemental appropriation of \$50,000 for clean-up from the storm and to restore the emergency account to the original amount of \$20,000.

Mr. Marsilio indicated that it was a good time to discuss the issues surrounding the tropical storm with the Board of Finance, which include the future requisitions and line items that may come up and how we have the opportunity to recoup the funds.

He indicated that we have requested \$300,000 from FEMA in claims. These include \$15,000 for the removal of downed trees and \$50,000 for tree service, which Mr. Jacques has requested. In addition, the PWD has spent a great deal of money in overtime during the storm and with leaf removal fast approaching this account will soon be exhausted.

The Chair indicated that if we are reimbursed by FEMA the funds that Mr. Jacques requested, we can put these funds into the General Account to be used towards Mr. Marsilio's expenses.

Mr. Tesoro asked what the FEMA process involves in order to be reimbursed.

Mrs. Pires indicated that the FEMA application is done and we are in the process of putting together the information that FEMA requested, which we need to complete it by October 28, 2011. Dawn Savo is working on this and once completed FEMA will get back to us.

In answer to Mr. Tesoro's next question, Mrs. Pires indicated that she did not know how long it would take to receive the funds. The Chair indicated that FEMA seems to be responding rather quickly to those individuals who have put in claims. Mr. Marsilio added that most likely FEMA would respond to towns after responding to individuals first and waiting for FEMA may take too long to fund department needs.

Mr. Palo questioned the costs, especially the \$25,000 for the transfer station. Was this due to the large quantity of brush piling up in the transfer station? Mr. Marsilio indicated that since there was a power outage they needed to transport the material by truck to Milford. There are acres of brush at Indian Ledge that need to be ground. He indicated that this \$25,000 expense would probably jump to \$40,000. They are currently in the process of preparing all the paperwork to support all of the expenses. He feels that FEMA will not reimburse us this fiscal year and we will need funds for the overtime account.

Mr. Molinoff questioned what work was not done in order to accommodate the storm clean-up. Mr. Marsilio indicated that paving work drainage was disrupted by the storm and people were taken off brush removal and put on paving.

The Chair indicated that we would not wait for FEMA and that Mr. Marsilio should come back next month for a supplemental appropriation for the overtime account.

Mr. Barbarotta from THS spoke regarding the snow damage to the school roof incurred over the winter months. They shoveled the roofs, which resulted in damage to the new roof. We are still litigating with two insurance companies. There are two different manufacturers and two different types of roofs. We have lost our 20-year warranty on the new roofs. We are anxious to get the repair work done and hopefully we can get the repair work done soon.

Mr. Molinoff asked if there were any other options available to cleaning the roofs. Mr. Barbarotta indicated that we could hire roofers to remove the snow. Ms. Remson asked how the damage occurred and he indicated that using plastic shovels damaged the roof.

The Chair indicated that FEMA has reviewed the damage. In addition, she indicated that the Madison roof has been settled.

Mrs. Pires indicated that Builders Risk insurance is going to cover part of THS, and so far, we have received \$71,000. The balance of those claims is still pending. In answer to Mr. Palo's question, all funds will be applied against the expense incurred.

SUPPLEMENTAL APPROPRIATION

10-11-03	Economic Development Commission	FROM:	Unrestricted Fund Balance	14,760
		TO:	01013400-511150 – Fringe Benefits FICA	4,080
		TO:	01013400-511151 – Fringe Benefits Medical	10,680
			Fringe Benefits associated with new Economic Development Director Position	

Mr. Palo moved seconded by Mr. Tesoro to approve a supplemental appropriation of \$14,760 from the Unrestricted Fund Balance to 01013400-511150 – Fringe Benefits FICA for \$4,080 and to 01013400-511151 – Fringe Benefits Medical for \$10,680.

Vote: 6/0/0 Motion passed

First Selectman Herbst spoke in support of a creating a permanent position for the Economic Development Director, indicating that it was very difficult to recruit the most qualified person if the position remained at its current consultant status. He indicated that the Economic Development Commission voted unanimously to make this a full time position, and they are looking to hire the most qualified person to fill the position as soon as possible. He went on to add that this position should remain open until after the election, since this person will work very closely with the First Selectman and should be someone hired by the administration in office at that time. He also stated that the added cost of a full-time person would be offset by the lateness of hiring someone and the fact that no one has been in the position since June. He did not feel that this should be a union position.

Mr. Sathur, a member of the Economic Development Commission, also spoke in support of creating this position. He indicated that the Commission supports this as a full time position since it sends a message that we take this function seriously.

Mr. Molinoff asked what the basis was for making this change from contractor to full time and what the feedback was.

Mr. Sathur indicated that the Commission felt that it would make a statement that we are taking this seriously and we are committed. The First Selectman added that we had a good Economic Development

Director who left for a job with benefits and employee status, which is proof positive that we should make that commitment.

Mr. Tesoro indicated his agreement. He went on to add that it should have been done two years ago and it should be done quickly. He feels the First Selectman is correct in wanting to wait until after the election.

Ms. Remson asked if this is a union position or an appointed position in other communities. The First Selectman responded that in both Stratford and Fairfield the First Selectman appoints the Economic Development Director.

Mr. Tesoro indicated that he agrees that it should not be a union position, but feels the Town Council and the First Selectman should define the parameters of the position and the Board of Finance should only deal with funding the position.

The Chair went on to add that she agrees that we need the position and that it should be an employee. The Chair indicated that she also shares the concern that the individual has to work very closely with the First Selectman, and therefore, the First Selectman must have a level of comfort working with this individual. She went on to add that town positions almost always wind up being a union position, and therefore, it becomes almost impossible to remove the person if there is a problem. She feels that Attorney Dugas will guide us satisfactorily in making sure this does not become a town position.

The First Selectman indicated that he would have Attorney Dugas begin working on this immediately, and if necessary, have the Town Council vote on this being an appointed position.

FISCAL YEAR 2011-12 TRANSFER

10-11-06	Economic Development Commission	FROM:	01014600-522202 – Services & Fees – Professional	53,336
		TO:	01014600-501101 – Salaries FT Nov 2010-June 2011 - 8 months Economic Director status change to employee	53,336

Mr. Molinoff moved seconded by Mr. Tesoro to approve the transfer of \$53,336 from 01014600-522202 – Services & Fees – Professional to 01014600-501101– Salaries FT for \$53,336.

Vote: 6/0/0 Motion passes

DISCUSSION ITEMS

BOE Update on Administrators Contract - Ralph Iassogna and Floyd Dugas

The Chair indicated that Mr. Iassogna has responded in writing, and if there are any questions, they should be addressed to Mr. Tesoro, who served as the representative.

Expenditures Year-To-Date Budget Report for June 30, 2012

Mrs. Pires addressed the Public Works item on page 14, indicating that the overtime account balance is \$3,700, and the item on page 23, indicating the Emergency Services balance is -\$3,000.

OLD BUSINESS

Update on concert

Mrs. Pires responded to questions regarding the concert that was cancelled.

Costs not reimbursed:

\$ 19,511 - Advertising
2,700 - Plane Tickets
5,249 - Personnel ticket sale desk

Total costs not reimbursed = 27,433
Carryover from last year = 75,000
Carryover to next year = 48,174

of tickets sold = 1,935
of anticipated lost ticket sales = 1,900
Total # of tickets = 3,835

Ticket sales needed to break even = 3,300
Sponsorship revenue lost = 12,500
Beer = 10,000
Vendors = 3,500
Total lost Revenue = \$26,000

Senior Center Security System

Mrs. Pires indicated that in conversation with Mr. Parks, it was determined that the damaged door needs to be repaired before a security system can be installed. Mr. Palo noted that the Town Council approved \$7,500 for the security system; however, in speaking with Mr. Parks, he was told that is not enough to install the appropriate security system. Mr. Tesoro indicated that he feels this needs to be done quickly.

Other

- Mrs. Pires provided Mr. Tesoro with a list of vehicles that he had requested. He will call her with any questions.
- The Chair indicated that Mr. Henderson is working on his report, but it will take a while to complete since he is doing a manual inventory.
- Mr. Palo asked that an update on the paving program be added to the Agenda for next month along with an explanation of Quality Based Services by Mr. Marsilio.

APPROVAL OF MINUTES - September 8, 2011

Ms. Remson moved seconded by Mr. Lavoie to approve the September 8, 2011 minutes.

Vote: 4 - 0 - 2 (Mr. Palo and Mr. Molinoff abstained)

ADJOURNMENT

There being no further business to discuss, the Board of Finance adjourned by unanimous consent at 8:25 p.m.

Respectfully submitted

Phyllis Collier
Board of Finance Clerk

PLANNING AND ZONING
August 17, 2011

A meeting of the Planning and Zoning Commission of the Town of Trumbull was held in the Council Chambers of the Trumbull Town Hall on Wednesday, August 17, 2011.

Members Present: Anthony Chory, Chairman; Richard Deecken, Secretary;
Fred Garrity and alternates Steven Mahlstedt, Don Scinto and
Tony Silber

Also Present: Dennis Kokenos, Town Attorney and
Stephen Savarese, Town Engineer

The following is a brief summary of the meeting. The complete record is on tape on file in the office of the Planning and Zoning Commission.

A quorum being present, the Chairman called the meeting to order at 7:35 p.m.

In the absence of Commissioners Fox and Costa, Steven Mahlstedt and Tony Silber were designated the fourth and fifth voting members for tonight's meeting.

The first order of business was an advisory hearing regarding a proposal to transfer land donated to the Trumbull Land Trust over to the Town of Trumbull.

Town Attorney, Dennis Kokenos informed that as the Trumbull Land Trust is longer active they are proposing to deed the following properties over to the Town.

Lot 290 Oakland Drive
Lot 167 Southgate Road
Lot 9 Friar Lane
Lot 11 Foxwood Road
Lot 75 Huntington Road
Lot 254 Stonehouse Road
Lot 264 Meadow Road West

The subject properties are to remain deed restricted as open space and be utilized for educational and hiking purposes by the public. Upon inquiry, Attorney Kokenos indicated that there were no monetary costs involved.

MOTION MADE (Deecken), seconded (Mahlstedt) and unanimously carried to move the agenda to enter into work session to act on the following:

Municipal Improvement Referral (CGS – 8-24)

MOTION MADE (Deecken), seconded (Silber) and unanimously carried (Chory, Deecken, Garrity, Mahlstedt, Silber) to recommended the acquisition of Lot 290 Oakland

Drive, Lot 167 Southgate Road, Lot 9 Friar Lane, Lot 11 Foxwood Road, Lot 75 Huntington Road, Lot 254 Stonehouse Road, Lot 264 Meadow Road West, as presented by Attorney Kokenos.

Request for Bond Release

Application #08-25 – Woodland Hills Condominiums
53 Monroe Turnpike
Release of Site and Landscape Bonds

Upon review of the recommendations submitted by the Town Tree Warden and the Town Road and Utility Inspector the following motion was made.

MOTION MADE (Garrity), seconded (Deecken) and unanimously carried (Chory, Deecken, Garrity, Mahlstedt, Silber) to approve the release of the landscape and site bonds pertaining to Application #08-25, as per the recommendations of the Town Tree Warden and Town Road Inspector.

PUBLIC HEARING

Application #11-18 – 50 Corporate Drive, LLC, 50 Corporate Drive

Pursuant to Art. II, Sec. 4.2.4 and Art. XV Special Permit to construct a 93,046 sq. ft. industrial building

Attorney Raymond Rizio came forward, representing the applicant and submitted the following for the record: A site rendering; a traffic study, indicating that the proposed project would not significantly impact area roadways and the certificate of mailings to adjacent property owners.

This vacant 6.5 acre site was recently purchased by R.D. Scinto Development Inc. The applicant proposes to construct a 93,046 industrial facility in this IL-2 zone. A mixture of light manufacturing and office space is proposed.

Prior to this application for Special Permit approval, setback variances were received from the Zoning Board of Appeals. Mr. Rizio informed that the site is well accessed with no negative traffic impact indicated.

Rob Scinto addressed the architectural aspects and presented renderings of the proposed facility for the Commission's review. Upon inquiry, he indicated that the height was consistent with other structures within this area.

Joe Pereira of Pereira Engineering provided an overview of the proposed drainage system and other engineering aspects connected with this project.

The Town Engineer indicated that revised drainage calculations are needed and requested that a site bond be attached to any approval issued by this Board. A letter submitted by the Town Tree Warden requesting a \$90,000 landscape bond was also read for the record.

Attorney Rizio noted that both the Fire Marshal and the Town Planner have indicated that they are comfortable with this project.

Public Comment

Kevin Wenig, a tenant of 100 Corporate Drive, come forward and asked for further clarification regarding proposed screening, as his office window faces the rear of this property. Attorney Rizio and Rob Scinto addressed Mr. Wenig's concerns and provided assurances that sufficient screening would be in place.

Application #11-19 – Digital 60 & 80 Merritt, LLC, 60 & 80 Merritt Boulevard

Pursuant to Art. II, Sec. 4.3.4 and Art. XV Special Permit to construct a 76,000 sq. ft. addition to an existing data processing center/office building.

Attorney Raymond Rizio conducted the presentation on behalf of the applicant. He submitted the certificate of mailings to the adjacent property owners along with a packet of information that included a traffic study conducted on a similar type of use. The report indicated that that the parking ratio was more than adequate for this type of industry.

The site was previously approved by P&Z for a larger addition. This proposal was for the construction of a 76,000 sq. ft. addition to the existing data center/office building located in the IL-3 zone. The required setback, coverage and parking variances were approved by the Zoning Board of Appeals. Due to the nature of the business, which was primarily data processing, there are only a small number of employees on site and also very little traffic generated. Attorney Rizio noted that there are no negative effects attached to this application and that the site does not abut any residential area.

Joe Pereira of Pereira Engineering outlined the proposed storm water detention system and other engineering aspects.

Walter Greaney of Digital Realty Trust spoke to the types of data processing that would operate from this site.

Upon inquiry, Mr. Greaney indicated that the back-up generators would be enclosed and well screened.

Stephen Savarese requested that revised drainage calculations and a site bond be made a part of any approval. A letter from the Town Tree Warden requesting a \$90,000 landscape bond was noted and read for the record.

Attorney Rizio also conveyed that the Town Planner has indicated that there are no planning issues attached to this proposal.

This concluded the Public Hearing.

REGULAR MEETING

Tonight's applications were considered and the Commission took action as follows.

Application #11-18 – 50 Corporate Drive, LLC, 50 Corporate Drive

MOTION MADE (Garrity) and seconded (Mahlstedt) to approve Application #11-18.

MOTION MADE (Deecken), seconded (Silber) and unanimously carried (Chory, Deecken, Garrity, Mahlstedt, Silber) to amend the previous motion to include the following specific conditions.

1. Receipt of cash bond, in the amount of \$90,000.00, as calculated by the Town Tree Warden, to ensure completion of landscaping improvements.
2. Receipt of cash bond to be calculated by the project engineer and approved by the Town Engineer, to ensure completion of site improvements.
3. Receipt of revised drainage computations for review by the Town Engineer.

Vote (Original Motion as Amended): Unanimous (Chory, Deecken, Garrity, Mahlstedt, Silber) – MOTION CARRIES

Application #11-19 – Digital 60 & 80 Merritt, LLC, 60 & 80 Merritt Boulevard

MOTION MADE (Garrity, seconded (Deecken) and unanimously carried (Chory, Deecken, Garrity, Mahlstedt, Silber) to approve Application #11-19 subject to the following specific conditions.

1. Receipt of cash bond in the amount of \$90,000.00, as calculated by the Town Tree Warden to ensure completion of landscaping improvements.
2. Receipt of cash bond, to be calculated by the project engineer and approved by the Town Engineer, to ensure completion of site improvements.
3. Receipt of revised drainage computations for review by the Town Engineer.

Approval of Minutes

MOTION MADE (Deecken), seconded (Mahlstedt) and unanimously carried (Chory, Deecken, Garrity, Mahlstedt, Silber) to approve the minutes of the June 15, 2011 regular meeting, as presented.

Prior to adjournment, Commissioner Garrity noted the absence of both the Town Attorney and the Town Planner and requested that in the future an effort be made to have one of them present in the event technical advice is needed.

There being no further business to discuss a motion was made by Commissioner Garrity and seconded by Commissioner Deecken to adjourn. The August 17, 2011 meeting of the Planning and Zoning Commission adjourned at 8:45 p.m. with unanimous consent.

Respectfully submitted,

Helen Granskog
Clerk of the Planning and Zoning Commission