

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

TOWN HALL  
Trumbull

TELEPHONE  
(203) 452-5005



MINUTES  
June 2, 2014

**CALL TO ORDER:** Chairman Carl A. Massaro, Jr. called the regular meeting to order at 8:08 p.m. at the Trumbull Town Hall. All present joined in a moment of silence and the Pledge of Allegiance.

The clerk called the roll and recorded it as follows:

**PRESENT:**

Daniel Marconi	Joseph G. Pifko	Tony J. Scinto
Vincent DiMasi, Jr.	Vicki Tesoro	Edna Colucci
Mark S. LeClair	Suzanne S. Testani	Bethany Llodra Gilman
Cynthia L. Penkoff	Enrico R. Costantini	Kenneth M. Martin, Sr.
Carl A. Massaro, Jr.	Michael J. London	Ann Marie Evangelista
James P. Blose	Patrick Helfrich	Lori Rosasco Schwartz

**ABSENT:** Ennio DeVita, Johnna M. Dineley, and Thomas Christiano

**ALSO PRESENT:** Chief of Staff Lynn Arnow, Director of Finance Maria Pires, Bond Counsel Joseph Fasi, Director of Public Works John Marsilio, Attorney Benjamin Proto, Al Barbarotta and John Barbarotta of AFB Construction Management.

**PUBLIC COMMENT:**

There were three (3) people present to speak. (*See Attached*)

**DISCUSSION ITEMS:**

- **Trumbull High School Building Committee Update:** Mr. A. Barbarotta reported the final THS Building Committee meeting is scheduled for Wednesday, June 4, 2014. Commissioning has been closed out. There are only five (5) signs due to be received. There has been no change in the financial report since the May 2014 update. They are still in the process of working with the State on the change orders. This will be a slow process due to layoffs by the State. The Chair extended his gratitude for Mr. Barbarotta's time and service.

APPROVAL OF MINUTES: By unanimous consent the Town Council approved the May 5, 2014 meeting minutes.

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\* The Chair reserved the right not to vote unless otherwise noted.

Moved by Mr. London, seconded by Ms. Rosasco Schwartz to take items #7, 8, 9 & 10 out of order.

VOTE: Motion CARRIED unanimously.

1. RESOLUTION TC25-84: Moved by Mr. London seconded by Ms. Testani. BE IT RESOLVED, That the reappointment by the First Selectman of Eileen Pannese of 10 Lafayette Drive, be and the same, is hereby approved as a member of the Trumbull-Monroe Health Board for a term that began on March 3, 2014 extending to March 6, 2017.

Committee Report: The Rules & Research Committee met on May 29, 2014 and voted unanimously to send without recommendation.

Ms. Eileen Pannese of 10 Lafayette Drive was present and indicated she has served for the last two years and would like to continue to do so. She brings a unique perspective to the board because she lives in Trumbull and works in Monroe. Ms. Pannese's party affiliation is independent.

VOTE: ADOPTED unanimously.

Moved by Ms. Penkoff, seconded by Mr. LeClair to pass as Emergency Legislation.

VOTE: Motion CARRIED unanimously.

2. RESOLUTION TC25-85: Moved by Ms. Tesoro, seconded by Ms. Llodra Gilman. BE IT RESOLVED, That the appointment by the First Selectman of Mitchel Fogel of 56 Surrey Lane, be and the same, is hereby approved as a member of the Trumbull-Monroe Health Board to fill the term created by the vacancy of Lawrence Dinkes for a term that began on March 5, 2013 extending to March 7, 2016.

Committee Report: The Rules & Research Committee met on May 29, 2014 and voted unanimously to send without recommendation.

Dr. Mitchel Fogel of 56 Surrey Lane was present and indicated his party affiliation as democrat. Dr. Fogel has practiced in the greater Bridgeport area for 24 years and has been the Chief of Medicine at St. Vincent's Hospital for the last four years. Dr. Fogel would like the opportunity to give back to the community.

VOTE: ADOPTED unanimously.

Moved by Mr. LeClair, seconded by Mr. Blöse to pass as Emergency Legislation.

VOTE: Motion CARRIED unanimously.

3. RESOLUTION TC25-86: Moved by Mr. Marconi, seconded by Mr. London.  
BE IT RESOLVED, That Michael Knight of 7 Crescent Lane, be and the same is hereby reappointed as a member of the Pension Board to fill the term extending to December 4, 2017.

Committee Report: The Rules & Research Committee met on May 29, 2014 and voted unanimously to send without recommendation.

Mr. Knight was not present. The Chair stated that Mr. Knight would like to continue to serve on the board.

VOTE: ADOPTED 16-0-1 (ABSTENTION: Evangelista)

Moved by Ms. Rosasco Schwartz, seconded by Mr. LeClair to pass as Emergency Legislation.

VOTE: Motion CARRIED 16-1 (AGAINST: Evangelista)

4. RESOLUTION TC25-87: Moved by Mr. DiMasi, seconded by Ms. Testani.  
BE IT RESOLVED, That the reappointment by the First Selectman of Richard Bellows of 4918 Madison Avenue, be and the same is hereby approved as a member of the Trumbull-Monroe Health Board for a term that began on March 5, 2012 extending to March 2, 2015.

Committee Report: The Rules & Research Committee met on May 29, 2014 and voted unanimously.

The Chair explained the resolution is to correct the term therefore Richard Bellows was not asked to come before the council. The Chair thanked Ms. Arnow for her work on the Board and Commission list.

VOTE: ADOPTED unanimously.

5. RESOLUTION TC25-73: Moved by Ms. Colucci, seconded by Mr. London.  
BE IT RESOLVED, That the agreement between the Town of Trumbull and Trumbull Loves Children, Inc. is hereby approved.

Committee Report: The Legislation & Administration Committee met on May 27, 2014 and voted unanimously.

Mr. Martin stated that he believed the agreement was too broad and would like additional time to research this further with the BOE and the principal of Daniels Farm Elementary school. He would like to see the Planning & Zoning, Inland Wetlands & Watercourses approval and the Traffic Study.

Moved by Mr. Martin, seconded by Ms. Evangelista to postpone to the next meeting.

Mr. Martin stated that he has questions with regard to construction vehicle access and noted that another project will be taking place on Moose Hill Road at the same time. He believes there will be detours necessary for that project. Atty. Proto noted that he had a detailed conversation with Mr. Martin prior to this meeting and requested that the specific questions be forwarded to his office. Atty. Proto stated Tighe & Bond had conducted a Traffic Study (based on the 8,000 sf. building), the building is now 4,000 sf.). The traffic study had been submitted as part of the 8-24 approval. Atty. Proto will forward the traffic study to the council. The Memorandum of Understandings have carried the support of the BOE and the First selectman, both the past superintendent and the current Superintendent of Schools. The Town Attorney drafted the agreement and it has been reviewed by the BOE attorneys. Mr. Martin spoke against voting until he is able to speak with the principal and the police department. Attorney Proto stated the building has been approved by Planning & Zoning Commission. The Inland Wetlands & Watercourses Commission approved the application in September 2013 and found that there would be no impact.

VOTE: Motion CARRIED 11-6 (AGAINST: London, Colucci, Helfrich, Pifko, DiMasi and Scinto)

6. RESOLUTION TC25-79: Moved by Mr. LeClair, seconded by Mr. London. BE IT RESOLVED, That the following programs are eligible under the Neighborhood Assistance Act; St. Vincent's Special Needs Center, Inc. Augmentative Communication Services -\$20,000, Southwestern Area Health Education Center, Inc. Special Smiles in Greater Bridgeport - \$10,000, Connecticut Radio Information System, Inc. Audio Programming for People with Disabilities \$25,000; will require post project review if full amount of request is obtained.

Committee Report: The Legislation & Administration Committee met on May 27, 2014 held a Public Hearing and voted unanimously.

VOTE: ADOPTED unanimously.

7. RESOLUTION TC25-80: Moved by Ms. Llodra Gilman, seconded by Ms. Rosasco Schwartz. BE IT RESOLVED, That the First Selectman is hereby authorized to execute an application along with all necessary Agreements/Contractual documents to the State Department of Transportation on behalf of the Town of Trumbull for a grant toward the purchase of a Motor Vehicle for Elderly and/or Disabled Persons as part of the Town's Transportation Program.

Committee Report: The Legislation & Administration Committee met on May 27, 2014 and voted unanimously.

VOTE: ADOPTED unanimously.

8. RESOLUTION TC25-81: Moved by Pifko, seconded by Llodra Gilman.  
Moved by Mr. Marconi, seconded by Mr. London to waive the reading of the full resolution.  
VOTE: Motion CARRIED unanimously.

BE IT RESOLVED, That a resolution entitled "RESOLUTION APPROPRIATING \$8,210,000 FOR THE TRUMBULL (TOWN) CAPITAL IMPROVEMENT PLAN 2014-2015 AND AUTHORIZING THE ISSUE OF \$8,210,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE." is hereby approved. (Full Resolution Attached)

Committee Report: The Finance Committee met on May 29, 2014 and voted to accept the BOF reductions, amended the resolution three times unanimously and voted to accept the new Grand Total of \$7,730,000 5-1 (Against: Scinto).

The Chair stated that the committee had reviewed and worked on this item in detail.

Mr. Marsilio explained for Ms. Evangelista those who work in the field identify which roads need to be paved. Many times it is based on ride-ability. Those who drive plows are usually the first to identify which roads are in the worst condition. Mr. Marsilio indicated that the drivers' safety is paramount. Traffic volume is also taken into account when considering which roads need to be paved. The glassphalt roads did not have ride-ability issues. There are many roads in Town that need to be paved and many are included in the 5 Year Plan.

Moved by Mr. London, seconded by Mr. Scinto to reduce the \$7,730,000 bond by \$668,614.00.

Mr. London stated the Finance Committee had recommended adding the glassphalt roads to the 2014 list of roads and would suggest delaying paving for one year the following roads to be able to pave the glassphalt roads: Elliott, Haviland, Magnolia and Nokomis. The Chair clarified the bond resolution amount is \$8,210,000. Mr. Marsilio stated that Elliott Road has been taken off the 2014 list because they had the gas company had notified them that they will be installing 2400' of gas line. Haviland is contiguous with Cal Drive. Cal Drive cannot be repaved without Haviland. Mr. London clarified that without affecting anything the elimination of Elliott Road represents a \$285,000 reduction. Mr. Marsilio agreed. The Chair explained the resolution is a bond resolution and is general in nature and would be appropriating \$8.2 million toward the previously approved Capital Improvement Plan (CIP). The CIP reads "roadways, work on public facilities etc". The Chair stated changing the streets is changing the Capital Plan. The focus should be on the amounts to be added and/or reduced.

Mr. London withdrew his motion.

Moved by Mr. London, seconded by Mr. Scinto to reduce the bond by \$285,323 to \$7,440,677.00 representing the paving of Elliot Road. The rest of the reduction was identified by the Finance Committee. Mr. London stated the Finance Committee removed a street sweeper for \$130,000, added the glassphalt roads in the amount of \$450,000 and the cost of issuance. Mr. London explained he took the Finance Committee's recommended amount and reduced it by \$285,323. The Chair further clarified the motion includes the BOF reduction to \$780,000, the \$185,000, \$55,000 and all of the reductions and added \$450,000 to come to the motion to reduce the bond amount to \$7,440,677.00. Mr. London agreed. Mr. London stated his amount does not include the slight reduction in cost issuance. Ms. Pires confirmed for Attorney Fasi that she knows what the \$480,000 represents and what the \$285,323 represents and is aware of all of those components. Atty. Fasi stated the categories in the bond resolution do not change. A motion to reduce the \$8,210,000 to \$7,440,677.00, if it hasn't already been made, would be appropriate. Mr. London stated the motion had been made and seconded. The Chair spoke in favor of how Atty. Fasi phrased the motion reducing the bond amount from \$8,210,000. Mr. London agreed.

The Chair stated the bond resolution is \$8,210,000.

The BOF reduced the bond by \$780,000.

The Finance Committee recommended a reduction of \$185,000 for one street sweeper, an increase of \$55,000 and another increase of \$450,000. There is another decrease of \$285,323 representing Elliott Road.

Mr. London stated the final amount would be \$7,440,677.00. Ms. Pires conformed the final number of \$7,440,677.00 includes the bond costs.

Mr. London amended his previous motion, seconded by Mr. Scinto to reduce Resolution TC25-81 bond amount of \$8,210,00 to \$7,440,677.00.

VOTE: ADOPTED as amended unanimously.

Moved by Ms. Tesoro, seconded by Mr. London to amend the related CIP by adding the four glassphalt streets, (Highridge Rd., Chapel Hill, Sturbridge Lane and Essex) not currently in the CIP to be repaved and eliminating Elliott Road.

VOTE: Motion CARRIED 16-1 (AGAINST: Scinto)

9. RESOLUTION TC25-82: Moved by Mr. Martin, seconded by Mr. London.  
BE IT RESOLVED AND ORDAINED, That the Town of Trumbull Municipal Code is hereby amended in accordance with the attached schedule of proposed corrected and updated references and sections for repeal, modification and consolidation.  
SEE SCHEDULE ATTACHED.

Committee Report: The Legislation & Administration Committee met on May 27, 2014 and voted unanimously to send without recommendation.

The legend requested in committee was distributed at this meeting.

Moved by Ms. Testani, seconded by Mr. London to postpone to July.  
VOTE: Motion CARRIED unanimously.

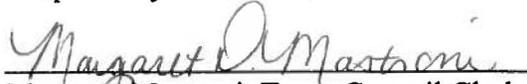
10. RESOLUTION TC25-83: Moved by Ms. Colucci, seconded by Mr. Marconi. BE IT RESOLVED, That First Selectman Timothy M. Herbst, be and the same is hereby authorized to sign the agreement entitled "Agreement Between the State of Connecticut and the Town of Trumbull for the Development of Contract Plans, Specifications and Estimates for Pequonnock River Trail Section A2 Utilizing Federal Funds Under the High Priority Project Component and the Urban Component of the Surface Transportation Program."

Committee Report: The Legislation & Administration Committee met on May 27, 2014 and voted unanimously.

VOTE: ADOPTED unanimously.

There being no further business to discuss the Town Council adjourned by unanimous consent at 9:30 p.m.

Respectfully Submitted,

  
Margaret Mastroni, Town Council Clerk

## PUBLIC COMMENT:

1. First Selectman Timothy Herbst was present and stated that the THSBC Forensic Audit had been distributed to the council. The Town Council Chairman will have a meeting where this be a topic of discussion. The TLC agreement is an item on this agenda and represents a longstanding agreement with the Town. First Selectman Herbst encouraged the council to ask questions and to thoroughly review the agreement. The grants are fairly straight forward and encouraged the council to approve the appointments on the agenda. The CIP has been reviewed and vetted with the department heads and represents an on-going preventative plan. The purpose of the plan is to meet the needs of the Town to improve the quality of life of the residents and to not delay improvements. It is a sensible plan which addresses the core needs and does not kick the can down the road. Each year projects are prioritized and executed. Residents have concerns with regard to roads referred to as "glassphalt roads". This is a concern all share. The boots on the ground develop the list of roads to be paved in an unbiased nonpolitical way. Next month the council will have before them a newly developed ordinance which will clearly delineate the standards and parameters for utilities to follow when they dig up a road, especially a newly paved road. The utilities will have to take the time and effort to restore the road to the condition they found it in.
2. Ms. Kim Schneider of 111 Sturbridge Lane was present and extended her gratitude to the Finance Committee recommendation of adding the addition of the glassphalt streets and encouraged the full Town Council to approve the amendment. Ms. Schneider explained she had done research on that glassphalt and found that the process was to only have used pieces of glass no larger than 3/8 of an inch and that is not the case with these particular roads.
3. Mr. John Burke of 40 Highridge Road was present and indicated his comments would pertain to the glassphalt roads. Mr. Burke voiced his concern for the safety of the children riding bikes and walking to friends' houses. Mr. Burke spoke in favor of support for the amended CIP budget.

**AS AMENDED**

**RESOLUTION APPROPRIATING \$7,444,667 FOR THE TRUMBULL (TOWN) CAPITAL IMPROVEMENT PLAN 2014-2015 AND AUTHORIZING THE ISSUE OF \$7,444,667 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE**

Section 1. The sum of \$7,444,667 is appropriated for the planning, acquisition and construction of the Trumbull (Town) Capital Improvement Plan 2014-2015 , as adopted and amended by the Town Council from time to time, and consisting of: (i) roadways; (ii) work on Public Facilities including the Trumbull Library, Town Hall, Police Headquarters, the Senior Center, the Public Works Yard and the EMS Building; (iii) fleet and equipment; (iv) other projects, consisting of economic development, recreation, roads, and public safety; and (v) enterprise (WPCA), and for appurtenances, equipment and services related thereto, or for so much thereof or such additional improvements as may be accomplished within said appropriation, and for administrative, advertising, printing, legal and financing costs to the extent paid therefrom. Said appropriation shall be in addition to grant funding and all prior appropriations for said purpose. The Town Council may by resolution transfer funding herein authorized among projects within the 2014-2015 Town CIP.

Section 2. To meet said appropriation \$7,444,667 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date. Said bonds may be issued in one or more series as determined by the First Selectman and the Town Treasurer (hereafter the Town Officials), and the amount of bonds of each series to be issued shall be fixed by the Town Officials. Said bonds shall be issued in an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. Capital project revenues, including bid premiums and investment income derived from investment of bond proceeds (and net investment income derived from note proceeds) are authorized to be credited by the Director of Finance to the project account and expended to pay project expenses customarily paid therefrom. The remaining appropriation and bond authorization shall be reduced by the amount of capital project revenues so credited. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, or, be combined with other bonds of the Town and such combined issue shall be in the denomination per aggregate maturity of \$1,000 or a whole multiple thereof, be issued in bearer form or in fully registered form, be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be certified by a bank or trust company designated by the Town Officials, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company designated by the Town Officials, and be approved as to their legality by Joseph Fasi LLC, Attorneys-at-law, Bond Counsel of Hartford. They shall bear such rate or rates of interest as shall be determined by the Town Officials. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law,

that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon and will be paid from property taxation to the extent not paid from other sources. The aggregate principal amount of the bonds to be issued, the annual installments of principal, redemption provisions, if any, the date, time of issue and sale and other terms, details and particulars of such bonds, shall be determined by the Town Officials, in accordance with the General Statutes of the State of Connecticut, as amended.

Section 3. Said bonds shall be sold by the Town Officials, in a competitive offering or by negotiation, in their discretion. If sold at competitive offering, the bonds shall be sold upon sealed proposals, auction, or similar competitive process at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, the provisions of purchase agreement shall be approved by the Town Officials.

Section 4. The Town Officials, are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be payable at a bank or trust company designated by the Town Officials, be approved as to their legality by Joseph Fasi LLC, Attorneys-at-law, Bond Counsel of Hartford, and be certified by a bank or trust company designated by the Town Officials, pursuant to Section 7-373 of the General Statutes of Connecticut, as amended. They shall be issued with maturity dates which comply with the provisions of the General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon and will be paid from property taxation to the extent not paid from other sources. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of said bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. Resolution of Official Intent to Reimburse Expenditures with Borrowings. The Town (the "Issuer") hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and after the date of passage of this ordinance in the maximum amount and for the capital project defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Bonds") authorized to be issued by the Issuer. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the project, or such later date the Regulations may authorize. The Issuer hereby certifies that the intention to reimburse as expressed herein is based upon its

reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.

Section 6. The Town Officials, are hereby authorized to exercise all powers conferred by section 3-20e of the general statutes with respect to secondary market disclosure and to provide annual information and notices of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution.

Section 7. It is hereby found and determined that it is in public interest to issue all, or a portion of, the Bonds, Notes or other obligations of the Town as qualified private activity bonds, or with interest that is includable in gross income of the holders thereof for purposes of federal income taxation. The Town Officials are hereby authorized to issue and utilize without further approval any financing alternative currently or hereafter available to municipal governments pursuant to law including but not limited to any "tax credit bonds" or "Build America Bonds" including Direct Payment and Tax Credit versions.

RESOLUTION APPROPRIATING \$8,210,000 FOR THE TRUMBULL (TOWN) CAPITAL IMPROVEMENT PLAN 2014-2015 AND AUTHORIZING THE ISSUE OF \$8,210,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 1. The sum of \$8,210,000 is appropriated for the planning, acquisition and construction of the Trumbull (Town) Capital Improvement Plan 2014-2015 , as adopted and amended by the Town Council from time to time, and consisting of: (i) roadways; (ii) work on Public Facilities including the Trumbull Library, Town Hall, Police Headquarters, the Senior Center, the Public Works Yard and the EMS Building; (iii) fleet and equipment; (iv) other projects, consisting of economic development, recreation, roads, and public safety; and (v) enterprise (WPCA), and for appurtenances, equipment and services related thereto, or for so much thereof or such additional improvements as may be accomplished within said appropriation, and for administrative, advertising, printing, legal and financing costs to the extent paid therefrom. Said appropriation shall be in addition to grant funding and all prior appropriations for said purpose. The Town Council may by resolution transfer funding herein authorized among projects within the 2014-2015 Town CIP.

Section 2. To meet said appropriation \$8,210,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date. Said bonds may be issued in one or more series as determined by the First Selectman and the Town Treasurer (hereafter the Town Officials), and the amount of bonds of each series to be issued shall be fixed by the Town Officials. Said bonds shall be issued in an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. Capital project revenues, including bid premiums and investment income derived from investment of bond proceeds (and net investment income derived from note proceeds) are authorized to be credited by the Director of Finance to the project account and expended to pay project expenses customarily paid therefrom. The remaining appropriation and bond authorization shall be reduced by the amount of capital project revenues so credited. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, or, be combined with other bonds of the Town and such combined issue shall be in the denomination per aggregate maturity of \$1,000 or a whole multiple thereof, be issued in bearer form or in fully registered form, be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be certified by a bank or trust company designated by the Town Officials, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company designated by the Town Officials, and be approved as to their legality by Joseph Fasi LLC, Attorneys-at-law, Bond Counsel of Hartford. They shall bear such rate or rates of interest as shall be determined by the Town Officials. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law,

that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon and will be paid from property taxation to the extent not paid from other sources. The aggregate principal amount of the bonds to be issued, the annual installments of principal, redemption provisions, if any, the date, time of issue and sale and other terms, details and particulars of such bonds, shall be determined by the Town Officials, in accordance with the General Statutes of the State of Connecticut, as amended.

Section 3. Said bonds shall be sold by the Town Officials, in a competitive offering or by negotiation, in their discretion. If sold at competitive offering, the bonds shall be sold upon sealed proposals, auction, or similar competitive process at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, the provisions of purchase agreement shall be approved by the Town Officials.

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Section 5. Resolution of Official Intent to Reimburse Expenditures with Borrowings. The Town (the "Issuer") hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and after the date of passage of this ordinance in the maximum amount and for the capital project defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Bonds") authorized to be issued by the Issuer. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the project, or such later date the Regulations may authorize. The Issuer hereby certifies that the intention to reimburse as expressed herein is based upon its

reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.

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Section 7. It is hereby found and determined that it is in public interest to issue all, or a portion of, the Bonds, Notes or other obligations of the Town as qualified private activity bonds, or with interest that is includable in gross income of the holders thereof for purposes of federal income taxation. The Town Officials are hereby authorized to issue and utilize without further approval any financing alternative currently or hereafter available to municipal governments pursuant to law including but not limited to any "tax credit bonds" or "Build America Bonds" including Direct Payment and Tax Credit versions.

PART II - MUNICIPAL CODE

Chapter 2 ADMINISTRATION

**Chapter 2 ADMINISTRATION**

Art. I.	In General, §§ <a href="#">2-1</a> —2-50
Art. II.	Officers and Employees, §§ <a href="#">2-51</a> —2-100
Art. III.	Boards, Commissions, Committees and Agencies, §§ <a href="#">2-101</a> —2-520
	Div. 1. Generally, §§ <a href="#">2-101</a> —2-115
	Div. 2. Reserved, §§ 2-116—2-130
	Div. 3. Central Emergency Dispatch Commission, §§ <a href="#">2-131</a> —2-145 Disbanded 01/06/2014 TC 25-06
	Div. 4. Conservation Commission, §§ <a href="#">2-146</a> —2-165
	<a href="#">Div. 5.</a> Emergency Medical Services Commission, §§ <a href="#">2-166</a> —2-180
	<a href="#">Div. 6.</a> Board of Finance, §§ <a href="#">2-181</a> —2-195
	<a href="#">Div. 7.</a> Flood and Erosion Control Board, §§ <a href="#">2-196</a> —2-210
	<a href="#">Div. 8.</a> Golf Course Commission, §§ <a href="#">2-211</a> —2-225
	<a href="#">Div. 9.</a> Disability Advisory Board, §§ <a href="#">2-226</a> —2-280
	<a href="#">Div. 10.</a> Inland Wetlands Commission, §§ <a href="#">2-281</a> —2-295
	<a href="#">Div. 11.</a> Board of Directors of the Public Library, §§ <a href="#">2-296</a> —2-310 S/B Library Board
	<a href="#">Div. 12.</a> Library Expansion Feasibility Study Committee, §§ <a href="#">2-311</a> —2-325
	<a href="#">Div. 13.</a> Municipal Buildings Roof Study Committee, §§ <a href="#">2-326</a> —Disbanded 05/06/2002 TC19-69
	<a href="#">Div. 14.</a> Land Acquisition Committee, §§ <a href="#">2-341</a> —2-355

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<a href="#">Div. 15.</a>	Planning and Zoning Commission, §§ <a href="#">2-356</a> —2-370
<a href="#">Div. 16.</a>	Reserved, §§ 2-371—2-385
<a href="#">Div. 17.</a>	Regional Planning Agency, §§ <a href="#">2-386</a> —2-400
<a href="#">Div. 18.</a>	Senior Citizens Commission, §§ <a href="#">2-401</a> —2-420
<a href="#">Div. 19.</a>	Arts Commission, § <a href="#">2-421</a>
<a href="#">Div. 20.</a>	Board of Education, § <a href="#">2-422</a>
<a href="#">Div. 21.</a>	Board of Health, § <a href="#">2-423</a>
<a href="#">Div. 22.</a>	Board of Tax Review, § <a href="#">2-424</a> S/B Board of Assessment Appeals
<a href="#">Div. 23.</a>	Building Code Board of Appeals, § <a href="#">2-425</a>
<a href="#">Div. 24.</a>	Reserved, §§ 2-426—2-430
<a href="#">Div. 25.</a>	Trumbull Youth and Family Services Board, §§ <a href="#">2-431</a> —2-435 No longer in Charter 12/08/2011
<a href="#">Div. 26.</a>	Civil Service Board, § <a href="#">2-436</a>
<a href="#">Div. 27.</a>	Data Processing Review Board, §§ <a href="#">2-437</a> —2-446
<a href="#">Div. 28.</a>	Development Commission, § <a href="#">2-447</a> S/B Economic Development
<a href="#">Div. 29.</a>	Energy and Transportation Commission, §§ <a href="#">2-448</a> —2-457 Disbanded 01/06/1986 TC 11-20
<a href="#">Div. 30.</a>	Housing Authority, § <a href="#">2-458</a>
<a href="#">Div. 31.</a>	Housing Board of Appeals, § <a href="#">2-459</a>
<a href="#">Div. 32.</a>	Insurance Commission, §§ <a href="#">2-460</a> —2-469 Disbanded 03/03/2014 TC25-24

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	<a href="#">Div. 33.</a> Jury Commission, <a href="#">§ 2-470</a> Disbanded Charter 12/08/2011
	<a href="#">Div. 34.</a> Park Commission, <a href="#">§ 2-471</a> Combined into Parks and Recreation Charter 12/08/2011
	<a href="#">Div. 35.</a> Pension Board, <a href="#">§ 2-472</a>
	<a href="#">Div. 36.</a> Personnel Appeals Board, <a href="#">§ 2-473</a> Disbanded Charter 12/08/2011
	<a href="#">Div. 37.</a> Police Commission, <a href="#">§ 2-474</a>
	<a href="#">Div. 38.</a> Recreation Commission, <a href="#">§ 2-475</a> Combined in Parks and Recreation Charter 12/08/2011
	<a href="#">Div. 39.</a> Water Pollution Control Authority, <a href="#">§ 2-476</a>
	<a href="#">Div. 40.</a> Volunteer Activities Commission, §§ <a href="#">2-477</a> — <a href="#">2-486</a> Disbanded 01/12/1988 TC12-3
	<a href="#">Div. 41.</a> Youth Commission, <a href="#">§ 2-487</a> Disbanded Charter 12/08/2011
	<a href="#">Div. 42.</a> Zoning Board of Appeals, §§ <a href="#">2-488</a> — <a href="#">2-495</a>
	<a href="#">Div. 43.</a> Route 25 Advisory Committee, §§ <a href="#">2-496</a> — <a href="#">2-505</a>
	<a href="#">Div. 44.</a> Pequonnock Valley Management Committee, §§ <a href="#">2-506</a> — <a href="#">2-520</a>
Art. IV.	Code of Ethics, §§ <a href="#">2-521</a> — <a href="#">2-570</a>
	Div. 1. Generally, §§ <a href="#">2-521</a> — <a href="#">2-545</a>
	Div. 2. Ethics Commission, §§ <a href="#">2-546</a> — <a href="#">2-570</a>
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[ARTICLE I. - IN GENERAL](#)

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ARTICLE IV. - CODE OF ETHICS

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Chapter 2 - ADMINISTRATION

ARTICLE I. IN GENERAL

**ARTICLE I. IN GENERAL**

[Sec. 2-1. Special contra account.](#)

[Sec. 2-2. Fiscal year.](#)

[Sec. 2-3. Municipal reserve fund.](#)

[Sec. 2-4. Town-owned property exempt from Zoning Commission regulations.](#)

[Sec. 2-5. Public library established.](#)

[Sec. 2-6. Compliance with Title VI of the Civil Rights Act of 1964.](#)

[Secs. 2-7—2-50. Reserved.](#)

**Sec. 2-1. Special contra account.**

The Town Treasurer is authorized and instructed to establish a special purpose contra account for the purpose of clearing receipts and disbursements for road construction work.

(Code 1962, § 2-1)

**Sec. 2-2. Fiscal year.**

The fiscal year of the Town shall commence on July 1 in each year and shall end on June 30 next ensuing.

(Code 1962, § 2-3)

**Sec. 2-3. Municipal reserve fund.**

There is created by the Town a municipal reserve fund as provided in section 7-360 of the General Statutes, to be known as the reserve fund of capital and nonrecurring expenditures.

(Code 1962, § 2-4)

**Sec. 2-4. Town-owned property exempt from Zoning Commission regulations.**

In accordance with [section 8-2](#) of the General Statutes, it is hereby resolved and ordained that all property owned by the Town within the limits of the Town is exempt from any and all regulations prescribed by the Zoning Commission of the Town.

(Code 1962, § 2-5.2)

**Sec. 2-5. Public library established.**

There shall be a public library in the Town in accordance with and pursuant to section 11-20 of the General Statutes.

(Code 1962, § 2-5.3)

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Chapter 2 - ADMINISTRATION

ARTICLE I. IN GENERAL

**Sec. 2-6. Compliance with Title VI of the Civil Rights Act of 1964.**

The Town of Trumbull does not discriminate in the provision of services, the administration of its programs, or contractual agreements. The Town of Trumbull seeks to fully carry out its responsibilities under the Title VI Regulations.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color, or national origin in programs and activities receiving Federal financial assistance. Title VI provides that "No person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program" covered by the Regulations.

This policy is effectuated through the methods of administration outlined in the town's Fair Housing Plan and is fully implemented to ensure compliance by the town, as the recipient, and by sub-recipients. The cooperation of all Town personnel is required.

(Res. No. TC21-169, 4-12-07, Res. No. TC22-52, 4-29-08, Res. No. TC23-76, 6-11-10)

**Cross reference—** Fair Housing Policy, §§ 10-19, 10-20.

**Secs. 2-7—2-50. Reserved.**

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ARTICLE II. OFFICERS AND EMPLOYEES

**ARTICLE II. OFFICERS AND EMPLOYEES <sup>(1)</sup>**

Sec. 2-51. Supplemental retirement plan.

Sec. 2-52. Submission of proposals pertaining to benefits, working conditions of employees, teachers.

Sec. 2-53. Filing of agreements, proposed agreements pertaining to wages, hours, working conditions of teachers, other employees; notice of filing.

Sec. 2-54. Certain officers to be on salary basis.

Secs. 2-55—2-100. Reserved.

**Sec. 2-51. Supplemental retirement plan.**

In accordance with the recommendation of the Pension Board, in order to provide additional employees of the Town with a program which will assist them in meeting the contingencies of death, disability and old age dependency, the Town Council hereby adopts a supplemental plan to be known as the retirement plan of the Town to provide such benefits as are set forth therein and on file in the Town Clerk's office. The supplemental plan shall be administered by the Pension Board and the Board is empowered to execute such documents as may be required by law for the implementation of the plan.

(Code 1962, § 2-5.4)

**Cross reference**— Municipal employees' retirement, G.S. § 7-425 et seq.

**Sec. 2-52. Submission of proposals pertaining to benefits, working conditions of employees, teachers.**

- (a) The First Selectman, the Board of Education or any other department of the Town who deals with labor organizations, employee associations, teacher associations or any other group or association lawfully representing a unit or units of employees or teachers for the purpose of collective bargaining or collective negotiations with respect to salaries, benefits and working conditions shall furnish to the Clerk of the Town Council and to the Town Clerk a copy of the initial entire salary and other proposals, and subsequent proposals if increased, submitted for negotiation by such organizations or associations, whether oral or written, as soon as practicable, but no later than ten (10) days after receipt of same.
- (b) Similarly, the First Selectman, or the Board of Education shall file their initial proposal with the Town Clerk and with the Clerk of the Town Council within ten (10) days after submission to the labor organizations or teacher associations.

(Code 1962, § 2-4.1; Res. No. TC11-208, 3-2-87)

**Sec. 2-53. Filing of agreements, proposed agreements pertaining to wages, hours, working conditions of teachers, other employees; notice of filing.**

- (a) Whenever the Board of Education executes a collective bargaining agreement with the teachers, administrators and/or their representatives it shall file a signed copy of such contract with the Town

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ARTICLE II. OFFICERS AND EMPLOYEES

Clerk and with the Clerk of the Town Council as soon as possible but no later than two (2) working days after it has been signed.

- (b) Whenever the First Selectman reaches agreement with representatives of Town employees, other than teachers, regarding the wages, hours and working conditions, he shall cause to be filed a copy of such proposed contract with the Town Clerk and with the Clerk of the Town Council as soon as possible but no later than two (2) working days after receipt.
- (c) When the Board of Education or the First Selectman files contracts or proposed contracts, as the case may be, dealing with Town employees' wages, hours and working conditions, with the Town Clerk, the Town Clerk shall notify the Chairman of the Town Council or in his absence, the Chairman of the Finance Committee by the end of the next working day.

(Code 1962, § 2-4.2; Res. No. TC11-208, 3-2-87)

**Sec. 2-54. Certain officers to be on salary basis.**

The following persons shall be compensated on a salary basis rather than a fee basis, the amount of compensation to be determined as provided by law: Dog Warden, Director of Health, Sanitary Inspector, Town Counsel and Tree Warden.

(Code 1962, § 2-5)

**Secs. 2-55—2-100. Reserved.**

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FOOTNOTE(S):

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Charter reference— Council Clerk, Ch. II, § 4; First Selectman, Ch. III, § 1; Tax Collector, Assessor, Purchasing Agent, Ch. III, § 6C; Treasurer, Ch. III, § 6D; Town Clerk, Ch. III, § 7; Town Attorney, Ch. III, § 8; Animal Control Officer, Ch. III, § 11; Director of Public Works, Ch. III, § 12C; Superintendent of Highways and Bridges, Ch. III, § 12F; Tree Warden, Ch. III, § 12G. [\(Back\)](#)

State Law reference— Municipal employees, G.S. § 7-407 et seq. [\(Back\)](#)

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ARTICLE III. BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

**ARTICLE III. BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES** <sup>121</sup>

DIVISION 1. - GENERALLY

DIVISION 2. - RESERVED

DIVISION 3. - CENTRAL EMERGENCY DISPATCH COMMISSION

DIVISION 4. - CONSERVATIONCOMMISSION

DIVISION 5. - EMERGENCY MEDICAL SERVICES COMMISSION

DIVISION 6. - BOARD OF FINANCE

DIVISION 7. - FLOOD AND EROSION CONTROL BOARD

DIVISION 8. - GOLF COURSE COMMISSION

DIVISION 9. - DISABILITY ADVISORYBOARD

DIVISION 10. - INLAND WETLANDS COMMISSION

DIVISION 11. - BOARD OF DIRECTORS OF THE PUBLIC LIBRARY

DIVISION 12. - LIBRARY EXPANSION FEASIBILITY STUDY COMMITTEE

DIVISION 13. - MUNICIPAL BUILDINGSROOF STUDY COMMITTEE

DIVISION 14. - LAND ACQUISITION COMMITTEE

DIVISION 15. - PLANNING AND ZONING COMMISSION

DIVISION 16. - RESERVED

DIVISION 17. - REGIONAL PLANNING AGENCY

DIVISION 18. - SENIOR CITIZENS COMMISSION

DIVISION 19. - ARTS COMMISSION

DIVISION 20. - BOARD OF EDUCATION

DIVISION 21. - BOARD OF HEALTH

DIVISION 22. - BOARD OF TAX REVIEW

DIVISION 23. - BUILDING CODE BOARD OF APPEALS

DIVISION 24. - RESERVED

DIVISION 25. - TRUMBULL YOUTH AND FAMILY SERVICES BOARD

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ARTICLE III. BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

[DIVISION 26. - CIVIL SERVICE BOARD](#)

[DIVISION 27. - DATA PROCESSING REVIEW BOARD](#)

[DIVISION 28. - DEVELOPMENT COMMISSION](#)

[DIVISION 29. - ENERGY AND TRANSPORTATION COMMISSION](#)

[DIVISION 30. - HOUSING AUTHORITY](#)

[DIVISION 31. - HOUSING BOARD OF APPEALS](#)

[DIVISION 32. - INSURANCE COMMISSION](#)

[DIVISION 33. - JURY COMMISSION](#)

[DIVISION 34. - PARK COMMISSION](#)

[DIVISION 35. - PENSION BOARD](#)

[DIVISION 36. - PERSONNEL APPEALS BOARD](#)

[DIVISION 37. - POLICE COMMISSION](#)

[DIVISION 38. - RECREATION COMMISSION](#)

[DIVISION 39. - WATER POLLUTION CONTROL AUTHORITY](#)

[DIVISION 40. - VOLUNTEER ACTIVITIES COMMISSION](#)

[DIVISION 41. - YOUTH COMMISSION](#)

[DIVISION 42. - ZONING BOARD OF APPEALS](#)

[DIVISION 43. - ROUTE 25 ADVISORY COMMITTEE](#)

[DIVISION 44. - PEQUONNOCK VALLEY MANAGEMENT COMMITTEE](#)

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FOOTNOTE(S):

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Charter reference— Boards and commissions, Ch. VII. [\(Back\)](#)

Cross reference— Ethics Commission, § 2-446 et seq. [\(Back\)](#)

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 1. GENERALLY

***DIVISION 1. GENERALLY***

[Sec. 2-101. Vacancies; notice, filling.](#)

[Secs. 2-102—2-115. Reserved.](#)

**Sec. 2-101. Vacancies; notice, filling.**

Any vacancy occurring on the Planning and Zoning Commission, Zoning Board of Appeals, Board of Finance or Board of Education of the Town shall be filled in the following manner:

- (1) Upon receipt of a written resignation, the Town Clerk shall post the written resignation on a bulletin board located in the Town Clerk's office for a period of ten (10) business days following receipt of the resignation.
- (2) Within three (3) days after receipt of the written resignation, the Town Clerk shall cause to be published in a newspaper having general circulation in the Town a notice of the vacancy, including in the notice the length of the unexpired portion of the term.

(Code 1962, § 2.81; Res. No. TC11-26, 1-8-86)

**Secs. 2-102—2-115. Reserved.**

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 2. RESERVED

***DIVISION 2. RESERVED*** <sup>(3)</sup>

Secs. 2-116—2-130. Reserved.

**Secs. 2-116—2-130. Reserved.**

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FOOTNOTE(S):

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Editor's note— Res. No. TC24-59, adopted Aug. 9, 2012, disbanded the Beautification Commission for a job well done. Inasmuch as Div. 2, §§ 2-116—2-118 pertained to the Beautification Commission, said Div. 2 has been repealed. Secs 2-116—2-118 derived from Res. No. TC11-83, adopted May 5, 1986; Res. No. TC11-119, adopted July 7, 1986; and Res. No. TC11-225, adopted Apr. 6, 1987. ([Back](#))

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 3. CENTRAL EMERGENCY DISPATCH COMMISSION

***DIVISION 3. CENTRAL EMERGENCY DISPATCH COMMISSION***

[Sec. 2-131. Created.](#)

[Sec. 2-132. Composition; appointment of members.](#)

[Sec. 2-133. Powers and duties.](#)

[Sec. 2-134. Members exempted from election provisions.](#)

[Sec. 2-135. Memorandum of understanding.](#)

[Secs. 2-136—2-145. Reserved.](#)

**Sec. 2-131. Created.**

The Town shall have a Central Emergency Dispatch Commission.

(Code 1962, § 2.57)

**Sec. 2-132. Composition; appointment of members.**

- (a) The Central Emergency Dispatch Commission shall be composed of nine (9) members appointed by the First Selectman and approved by the Town Council for a term of three (3) years. The term of three (3) members shall expire each year.
- (b) The members of the Commission shall be designated as follows:
  - (1) One (1) member by each of the three (3) fire districts;
  - (2) Two (2) members by the Police Commission;
  - (3) Two (2) members by the Emergency Medical Services Commission;
  - (4) One (1) member by the First Selectman;
  - (5) One (1) member by the Town Council.

(Code 1962, § 2.57-1)

**Sec. 2-133. Powers and duties.**

The Central Emergency Dispatch Commission (CEDC) shall share responsibility with the Police Commission for Trumbull's emergency dispatch program as described herein. The Public Safety Answering Point (PSAP), located in the Police Communications room shall be designated as the primary PSAP and shall be managed and controlled by the Police Commission. The CEDC PSAP, located in the police building, shall be designated as the secondary PSAP and shall be managed, and controlled by the CEDC. All 911 calls shall be answered by the primary PSAP, simultaneously monitored by the secondary PSAP and accepted by the appropriate dispatch service. The CEDC and the Police Commission shall establish all procedures for processing 911 calls. The CEDC shall manage, supervise and control fire and EMS dispatchers and equipment. The Police Commission shall manage, supervise and control police dispatchers and equipment. Nothing herein shall be deemed to limit the ability of the Trumbull Regional Dispatch Center, Inc. to hire or terminate its employees.

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DIVISION 3. CENTRAL EMERGENCY DISPATCH COMMISSION

(Code 1962, § 2.57-2; Res. No. TC12-270, 8-7-89)

**Sec. 2-134. Members exempted from election provisions.**

Members of the Central Emergency Dispatch Commission shall be exempted from the provision of chapter VIII, section 1 of the Charter, and may serve as members of the Central Emergency Dispatch Commission and hold one (1) other office or position.

(Code 1962, § 2.57-3)

**Sec. 2-135. Memorandum of understanding.**

A memorandum of understanding among the Central Emergency Dispatch Commission, Police Department and Police Union 1745 concerning dispatching procedures will be formalized. This memorandum of understanding shall become a part of the recommendation of the Central Emergency Dispatch Commission when complete.

(Res. No. TC11-277, 7-6-87)

**Secs. 2-136—2-145. Reserved.**

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 4. CONSERVATION COMMISSION

***DIVISION 4. CONSERVATION  
COMMISSION***

Sec. 2-146. Established.

Secs. 2-147—2-165. Reserved.

**Sec. 2-146. Established.**

The Town shall have a Conservation Commission pursuant to section 7-131a of the General Statutes of the State of Connecticut.

The conservation commission will be established for the purposes stated in said statute as may be amended from time to time. The conservation commission will consist of six (6) duly qualified members appointed by the first selectman for a term of four (4) years. The initial terms shall be as follows: two (2) members shall be appointed to terms extending to the first Monday in December, 2009; two (2) members shall be appointed to terms extending to the first Monday in December, 2010; and two (2) members shall be appointed to terms extending to the first Monday in December, 2011. The commission shall elect its own chairman.

(Res. No. TC21-225, 11-15-07)

**Secs. 2-147—2-165. Reserved.**

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 5. EMERGENCY MEDICAL SERVICES COMMISSION

***DIVISION 5. EMERGENCY MEDICAL SERVICES COMMISSION***

[Sec. 2-166. Established.](#)

[Secs. 2-167—2-180. Reserved.](#)

**Sec. 2-166. Established.**

The Town shall have an Emergency Medical Services Commission as established in chapter VII, [section 24\(20\)](#) of the Charter.

**Secs. 2-167—2-180. Reserved.**

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Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 6. BOARD OF FINANCE

***DIVISION 6. BOARD OF FINANCE***

[Sec. 2-181. Established.](#)

[Sec. 2-182. Panel of alternate members.](#)

[Secs. 2-183—2-195. Reserved.](#)

**Sec. 2-181. Established.**

The Town shall have a Board of Finance as established in chapter VII, section 1 of the Charter.

**Sec. 2-182. Panel of alternate members.**

- (a) There is hereby created a panel of alternate members of the Board of Finance consisting of three (3) members, which shall exercise the powers and duties granted to them by Public Act No. 75-440 and as the same may be amended from time to time.
- (b) The alternate members of the Board of Finance shall be electors and taxpayers in the town. Not more than two (2) members of the panel of alternate members shall be of the same political party.
- (c) The alternate members of the Board of Finance shall be appointed by resolution of the Town Council.
- (d) The terms of office of the alternate members of the Board of Finance shall be as follows:
  - (1) One (1) member shall be appointed for a term expiring on the first Monday of December, 1976; one (1) member shall be appointed for a term expiring on the first Monday of December, 1977; and one (1) member shall be appointed for a term expiring on the first Monday of December, 1978; such terms shall be known as original terms.
  - (2) Upon the expiration of each of the original terms, a member shall be appointed for a three-year term.
- (e) Any vacancy on the panel of alternate members of the Board of Finance shall be filled by the Town Council for the unexpired portion of such term in the same manner as set forth in subsection (c) above.

(Code 1962, § 2-6.1)

**Secs. 2-183—2-195. Reserved.**

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 7. FLOOD AND EROSION CONTROL BOARD

***DIVISION 7. FLOOD AND EROSION CONTROL BOARD***

[Sec. 2-196. Established.](#)

[Secs. 2-197—2-210. Reserved.](#)

**Sec. 2-196. Established.**

The Town shall have a Flood and Erosion Control Board as established in chapter VII, section 11 of the Charter.

**Secs. 2-197—2-210. Reserved.**

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 8. GOLF COURSE COMMISSION

***DIVISION 8. GOLF COURSE COMMISSION*** <sup>(4)</sup>

[Sec. 2-211. Tashua Knolls Golf Course.](#)

[Sec. 2-212. Responsibility for golf course clubhouse.](#)

[Secs. 2-213—2-225. Reserved.](#)

**Sec. 2-211. Tashua Knolls Golf Course.**

- (a) The confines of the golf course shall be defined as all property under the jurisdiction of the Golf Course Commission inclusive of the golf course practice and parking areas, buildings, structures and bodies of water.
- (b) The golf course shall be defined as the playing areas of holes one (1) through eighteen (18) inclusive of trees, greens, fairways, traps, roughs, cart paths, brooks, streams, ponds and wooded areas dividing or bordering the playing area that are within the confines of the golf course.
- (c) Every person on the golf course with the exception of caddies must purchase a permit (ticket). Such permit (ticket) shall be evidenced by a receipt (ticket) showing that the person using the course has paid the appropriate fees for such use.
- (d) No person shall engage in any unauthorized activity, sport or game upon the golf course other than the playing of the game of golf. Such unauthorized activities shall include but are not limited to the following:
  - (1) Bathing, wading or swimming in any waters located on the golf course;
  - (2) Using or operating a boat, canoe, inflated float or raft in any waters located on the golf course;
  - (3) Coasting with hand or bob sled, skis, skimobile, skateboard, cart or other vehicle on the confines of the golf course unless specifically authorized by the Golf Course Commission;
  - (4) Skating, sledding, walking or going upon any ice on any pond, brook or waterway on the confines of the golf course unless specifically authorized by the Golf Course Commission.
- (e) No permit (ticket) other than one which is available for purchase by residents of the Town shall be issued to any member of the Golf Course Commission. The identical qualifications and fee structure as are required of all residents of the Town shall be required of members of the Golf Course Commission applying for any class of permit (rate of play) and for the use of golf carts and/or tee-off arrangements. The class of permit purchased shall determine the fee to be paid for each use of the golf course. Any commissioner who elects not to purchase a permit (ticket) of any class shall pay the customary nonresident fee for each use of the golf course. Neither the Golf Course Commission or any person shall waive the provisions of this subsection. A copy of this subsection shall be posted in a conspicuous place in the pro shop located at the Tashua Knolls Golf Course. Any person who violates any part of this subsection shall be fined in accordance with [section 1-7](#). For the purposes of this section "use of the golf course" shall mean the playing of one (1) or more holes of golf. "Use of golf carts" shall mean riding in and/or carrying golf equipment in a golf cart while using the golf course.
- (f) No person, group or organization shall solicit alms or contributions on the confines of the golf course for any purpose without the permission of the Golf Course Commission.

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 8. GOLF COURSE COMMISSION

- (g) No person shall cause or permit any animal owned by him, in his custody or under his control to enter or remain on the confines of the golf course and each such animal so found at large may be seized and disposed of as provided by state law or local ordinance covering the disposal of stray animals on highways or public property.
- (h) No person shall hunt, fish, carry or discharge firearms or use any kind of weapon on the confines of the golf course except that the Golf Course Commission shall have the authority to authorize the use and discharge of blank ammunition in efforts to control vermin.
- (i) The salvaging of golf balls from the ponds or the practice areas located on the confines of the golf course with the exception of a player retrieving his own ball is prohibited without the written permission of the Golf Course Commission.
- (j) Spectators will not be permitted to accompany players onto the playing area of the golf course except for special tournaments or exhibitions as designated by the Golf Course Commission.
- (k) No person shall play golf on the golf course at any time other than the designated hours during the golf season or at any time the golf course is closed unless specifically authorized by the Golf Course Commission.
- (l) Fireworks are prohibited on the confines of the golf course.
- (m) No vehicle other than golf carts shall be permitted on the golf course without the permission of the Golf Course Commission.
- (n) No person shall commit any nuisance on the confines of the golf course.
- (o) Any person who violates any provision of this section shall be fined in accordance with [section 1-7](#)

(Code 1962, § 2-50.1)

**Sec. 2-212. Responsibility for golf course clubhouse.**

Pursuant to the provisions of chapter VII, section 15(12)(B) of the Charter, the Golf Course Commission of the Town shall have the sole responsibility and obligation for the care, control, maintenance, operation and supervision of the Tashua Knolls Clubhouse.

(Code 1962, § 2-50.2)

**Secs. 2-213—2-225. Reserved.**

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FOOTNOTE(S):

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--- (4) ---

1 Golf Course Commission, Ch. VII, § 15(12). [\(Back\)](#)

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Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 9. DISABILITY ADVISORY BOARD

***DIVISION 9. DISABILITY ADVISORY BOARD*** <sup>(5)</sup>

Sec. 2-226. Established; membership.

Sec. 2-227. Function.

Sec. 2-228. Review of preliminary plans, specifications.

Secs. 2-229—2-280. Reserved.

**Sec. 2-226. Established; membership.**

A Disability Advisory Board consisting of six (6) members appointed by the First Selectman for a term of six (6) years is hereby established. The term of one (1) member shall expire each year. At least one (1) member of the Board shall be a person who is handicapped within the meaning of Title V, Section 504 of the United States Code.

(Code 1962, §§ 2.56-1, 2.56-2; Res. No. TC14-173, 6-7-93)

**Sec. 2-227. Function.**

The Disability Advisory Board shall be charged with the responsibility of reviewing municipal buildings, land, policies, programs and procedures to promote compliance with the requirements of Title V, Section 504 of the United States Code, and make such recommendations as it deems appropriate.

(Code 1962, § 2.56-3; Res. No. TC14-173, 6-7-93)

**Sec. 2-228. Review of preliminary plans, specifications.**

The Disability Advisory Board shall be consulted by any Building Committee prior to submission of preliminary plans and specifications to the Town Council, and shall render to the Building Committee any written comments or suggestion it deems appropriate.

(Code 1962, § 2.56-4; Res. No. TC14-173, 6-7-93)

**Secs. 2-229—2-280. Reserved.**

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FOOTNOTE(S):

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--- (5) ---

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DIVISION 9. DISABILITY ADVISORY BOARD

**Editor's note**— Res. No. TC14-173, approved June 11, 1993, retitled the Handicap Compliance Board as the Disability Advisory Board. [\(Back\)](#)

**Cross reference**— Handicapped parking, § 12-27. [\(Back\)](#)

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 10. INLAND WETLANDS COMMISSION

***DIVISION 10. INLAND WETLANDS COMMISSION***

Sec. 2-281. Established.

Sec. 2-282. Powers and responsibilities.

Sec. 2-283. Membership.

Sec. 2-284. Vacancies.

Secs. 2-285—2-295. Reserved.

**Sec. 2-281. Established.**

There shall be an Inland Wetlands and Watercourses Commission established in accordance with an act concerning inland wetlands and watercourses (Public Act No. 155, 1972 Session of the General Assembly, State of Connecticut, amended Public Act 571, 1973 session).

(Code 1962, § 2-49(1))

**Sec. 2-282. Powers and responsibilities.**

The Inland Wetlands Commission shall have all the powers and responsibilities authorized under Public Act No. 155 and as the same may be amended from time to time.

(Code 1962, § 2-49(2))

**Sec. 2-283. Membership.**

- (a) The Inland Wetlands Commission shall be composed of seven (7) regular and two (2) alternate members, all of whom shall be appointed by the First Selectman with the approval of the Town Council. Minority representation shall be assured in accordance with the provisions of the Charter. The two (2) alternate members shall not both be members of the same political party.
- (b) One (1) member each shall be appointed from among the members of the Planning and Zoning Commission, the Flood and Erosion Control Board, and two (2) members from the Conservation Commission. The terms of office of the aforementioned four (4) Commission members shall be concurrent with their respective boards or commissions but in no case to exceed three (3) years except for those appointed prior to December 2, 1974, in which case their terms of office may extend until the first Monday of December, 1977.
- (c) The three (3) remaining regular and the two (2) alternate members shall be drawn from the citizens at large or from other applicable boards and commissions in the town. The first regular appointee shall serve until the first Monday of December, 1975; the second shall serve until the first Monday of December, 1976; and the third shall serve until the first Monday of December, 1977; thereafter, the terms of office of regular members-at-large shall be three (3) years. The first such alternate appointee shall serve until the first Monday of December, 1975; the second shall serve until the first Monday of December, 1976; thereafter, the terms of office of alternate members shall be two (2) years. The terms of one (1) regular member-at-large and one (1) alternate member shall expire each year.

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DIVISION 10. INLAND WETLANDS COMMISSION

(Code 1962, § 2-49(3))

**Sec. 2-284. Vacancies.**

- (a) Any vacancy in the membership of the Inland Wetlands Commission which may occur through death, resignation or otherwise shall be filled for the unexpired term of such member by appointment of the First Selectman with the approval of the Town Council.
- (b) If a Commission member is absent from four (4) consecutive meetings of the Commission, the First Selectman may remove the member and fill the vacancy thus created in accordance with the provisions of this section.

(Code 1962, § 2-49(4))

**Secs. 2-285—2-295. Reserved.**

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DIVISION 11. BOARD OF DIRECTORS OF THE PUBLIC LIBRARY

***DIVISION 11. BOARD OF DIRECTORS OF THE PUBLIC LIBRARY*** <sup>(6)</sup> *(S/B Library Board)*

Sec. 2-296. Established.

Secs. 2-297—2-310. Reserved.

**Sec. 2-296. Established.**

The Town shall have a Board of Directors of the Public Library as established in chapter VII, section 4 of the Charter.

**Secs. 2-297—2-310. Reserved.**

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FOOTNOTE(S):

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--- (6) ---

State Law reference— Directors of Town public libraries, G.S. § 11-21. [\(Back\)](#)

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 12. LIBRARY EXPANSION FEASIBILITY STUDY COMMITTEE

***DIVISION 12. LIBRARY EXPANSION FEASIBILITY STUDY COMMITTEE***

Sec. 2-311. Established; composition.

Secs. 2-312—2-325. Reserved.

**Sec. 2-311. Established; composition.**

The Library Expansion Feasibility Study Committee is hereby established consisting of nine (9) members, three (3) of whom shall be members of the Library Board of Directors, appointed by the Town Council. The Feasibility Study Committee shall determine whether expansion of the library is warranted.

(Res. No. TC11-320, 10-5-87)

**Secs. 2-312—2-325. Reserved.**

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 13. MUNICIPAL BUILDINGS ROOF STUDY COMMITTEE

**DIVISION 13. MUNICIPAL BUILDINGS  
ROOF STUDY COMMITTEE**

[Sec. 2-326. Established; members.](#)

[Sec. 2-327. Function.](#)

[Secs. 2-328—2-340. Reserved.](#)

**Sec. 2-326. Established; members.**

The Municipal Buildings Roof Study Committee is hereby established. The Committee shall consist of five (5) members appointed by the First Selectman and approved by the Town Council. One (1) member shall be a registered professional engineer. One (1) member shall have a building and construction background. The Director of Public Works shall be a member provided that he is an employee of the Public Works Department.

(Res. No. TC11-206, 3-2-87)

**Sec. 2-327. Function.**

The Municipal Buildings Roof Study Committee shall investigate the roofs on all municipal buildings (including Board of Education controlled buildings). After the Committee members identify roofs in need of repair, the Committee shall not engage consultants, architects or engineers but shall instead solicit requests for proposals for such repairs. The Committee shall report to the Council the condition of same and its recommendations regarding repair or renovation of the roofs by January 15, 1988.

(Res. No. TC11-206, 3-2-87)

**Secs. 2-328—2-340. Reserved.**

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FOOTNOTE(S):

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--- (7) ---

Cross reference— Buildings and building regulations, Ch 5. [\(Back\)](#)

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Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 14. LAND ACQUISITION COMMITTEE

***DIVISION 14. LAND ACQUISITION COMMITTEE*** <sup>(8)</sup>

Sec. 2-341. Established; members.

Secs. 2-342—2-355. Reserved.

**Sec. 2-341. Established; members.**

The Town Council authorized a five-member commission to be known as the Land Acquisition Committee to recommend to the Council parcels of land to be acquired by the Town.

Members of the committee shall be appointed by the First Selectman and approved by the Town Council, with terms as follows:

- (1) One (1) member shall be appointed for a term expiring the first Monday in December, 2000.
- (2) One (1) member shall be appointed for a term expiring the first Monday in December, 2001.
- (3) One (1) member shall be appointed for a term expiring the first Monday in December, 2002.
- (4) One (1) member shall be appointed for a term expiring the first Monday in December, 2003.
- (5) One (1) member shall be appointed for a term expiring the first Monday in December, 2004.

Upon expiration of each original term, the term of office shall become five (5) years for all members, with one term expiring each year.

(Res. No. TC18-13, 2-14-2000)

**Secs. 2-342—2-355. Reserved.**

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FOOTNOTE(S):

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--- (8) ---

Editor's note— Res. No. TC18-13, adopted Feb. 14, 2000, was not specifically amendatory to the Code, hence: inclusion as § 2-341 was at the editor's discretion. [\(Back\)](#)

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 15. PLANNING AND ZONING COMMISSION

***DIVISION 15. PLANNING AND ZONING COMMISSION*** <sup>(b)</sup>

Sec. 2-356. Panel of alternate members.

Secs. 2-357—2-370. Reserved.

**Sec. 2-356. Panel of alternate members.**

- (a) There is hereby created a panel of alternate members of the Planning and Zoning Commission consisting of three (3) members, which shall exercise the powers and duties granted to them by section 8-1B of the General Statutes.
- (b) The alternate members of the Planning and Zoning Commission shall be electors in the Town and shall not be members or alternate members of the Zoning Board of Appeals. Not more than four (4) members of the panel of alternate members shall be of the same political party.
- (c) The alternate members of the Planning and Zoning Commission shall be appointed by resolution of the Town Council.
- (d) The terms of office of the alternate members of the Planning and Zoning Commission shall be as follows:
  - (1) One (1) member shall be appointed for a term expiring on the first Monday of December, 1970; one (1) member shall be appointed for a term expiring on the first Monday of December, 1971; and one (1) member shall be appointed for a term expiring on the first Monday of December, 1972; such terms shall be known as the original terms.
  - (2) Upon the expiration of each of the aforementioned original terms, a member shall be appointed for a three-year term.
- (e) Any vacancy on the panel of alternate members of the Planning and Zoning Commission shall be filled by the Town Council for the unexpired portion of such term in the same manner as set forth in subsection (c) above.
- (f) An alternate member shall act for a regular member if a regular member is absent and has designated the alternate to act. If no designation has been made, a majority vote of the regular members present and voting shall designate the alternate to act.
- (g) If a regular member of the Commission is disqualified, the Chairman of the Commission shall designate an alternate to so act, choosing alternates in rotation so that they shall act as nearly equal a number of times as possible. If any alternate is not available in accordance with such rotation, such fact shall be recorded in the minutes of the meeting.
- (h) In the event of disqualification of any member of the Planning and Zoning Commission or Zoning Board of Appeals, in accordance with the provisions of Section 8-11 of the Connecticut General Statutes such facts shall be entered on the records of the Commission or Board and an elector appointed by agreement of the majority and minority leaders of the Town Council no later than ten (10) days after disqualification shall be designated in writing to act as a member of such Commission or Board and the hearing and determination of any such matter upon which said disqualification has occurred, except that replacement shall first be made from alternate members pursuant to the provisions of Sections 8-1b and 8-5a of the Connecticut General Statutes and Article VII, Sections 5

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DIVISION 15. PLANNING AND ZONING COMMISSION

and 6 of the Trumbull Town Charter and subsection (a) through (g) above. Designees shall have the same political party affiliation, if any, as the member they replace.

(Code 1962, §§ 2-38—2-42.1; Res. No. TC13-162, 11-8-90)

**Secs. 2-357—2-370. Reserved.**

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FOOTNOTE(S):

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--- (9) ---

Charter reference— Planning and Zoning Commission, Ch. VII, § 5. [\(Back\)](#)

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DIVISION 16. RESERVED

***DIVISION 16. RESERVED*** [\[10\]](#)

[Secs. 2-371—2-385. Reserved.](#)

**Secs. 2-371—2-385. Reserved.**

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FOOTNOTE(S):

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--- (10) ---

Editor's note— Res. No. TC14-66, adopted May 4, 1992, repealed Div. 16, §§ 2-371—2-372, which pertained to the recycling commission. See the Code Comparative Table. [\(Back\)](#)

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DIVISION 17. REGIONAL PLANNING AGENCY

***DIVISION 17. REGIONAL PLANNING AGENCY***

[Sec. 2-386. Adoption of state act.](#)

[Sec. 2-387. Town representatives—Number; appointment.](#)

[Sec. 2-388. Same—Terms of office.](#)

[Secs. 2-389—2-400. Reserved.](#)

**Sec. 2-386. Adoption of state act.**

The Town hereby adopts Public Act No. 613 of the 1959 Session of the General Assembly entitled "Act Concerning Regional Planning."

(Code 1962, § 2-48(a))

**Sec. 2-387. Town representatives—Number; appointment.**

The Town shall have such number of representatives on the Regional Planning Agency as is provided by statute. One (1) of such representatives shall be appointed by the Planning and Zoning Commission of the Town as provided in section 8-31A of the General Statutes and the other representatives shall be appointed by the Chief Executive of the town.

(Code 1962, § 2-48(b))

**Sec. 2-388. Same—Terms of office.**

The term of the Town Representative to the Regional Planning Agency appointed by the Planning and Zoning Commission shall expire on July 1, 1963, and the term of the representatives appointed by the Chief Executive Officer of the Town shall expire on July 1, 1964. Thereafter appointments shall be for four-year terms as existing terms expire.

(Code 1962, § 2-48(c))

**Secs. 2-389—2-400. Reserved.**

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 18. SENIOR CITIZENS COMMISSION

***DIVISION 18. SENIOR CITIZENS COMMISSION <sup>(11)</sup>***

[Sec. 2-401. Created; members; filling vacancies; officers.](#)

[Sec. 2-402. Compensation of members.](#)

[Sec. 2-403. Purposes and duties.](#)

[Sec. 2-404. Panel of alternate members.](#)

[Sec. 2-405. Funding; participation in state, federal, private programs.](#)

[Secs. 2-406—2-420. Reserved.](#)

**Sec. 2-401. Created; members; filling vacancies; officers.**

- (a) There is hereby created a Commission to be known as the Commission on Senior Citizens.
- (b) The Commission shall be composed of eight (8) members, to be appointed by the Chief Executive Officer. The members so appointed shall be persons interested in the consideration and solution of the problems of the senior citizens. All appointments to the Commission shall be for a term of two (2) years, except for the first appointment, when four (4) members shall be appointed for one (1) year. Each year Commissioners shall be appointed by the Chief Executive Officer to replace those whose terms have expired. In the event of death or resignation, a successor shall be appointed to serve for the unexpired term for which such member had been appointed. Each member shall serve until his successor is duly appointed and qualified.
- (c) The Commission shall select a Chairman, a Vice-Chairman and a Secretary from within its ranks, and fill such other offices as it may determine.

(Code 1962, § 2-30)

**Sec. 2-402. Compensation of members.**

The members of the Senior Citizens Commission appointed pursuant to this division shall serve without compensation.

(Code 1962, § 2-31)

**Sec. 2-403. Purposes and duties.**

The Senior Citizens Commission shall have as its purpose the continuous study of the conditions and of the needs of elderly persons in the community in relation to housing, economics, employment, health, recreational and other matters. It shall analyze the services for the aged provided by the community, both by public and private agencies, and shall make recommendations to the Chief Executive Officer regarding the development and integration of public and private agencies, in cooperation with state and other services to the extent possible.

(Code 1962, § 2-32)

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 18. SENIOR CITIZENS COMMISSION

**Sec. 2-404. Panel of alternate members.**

- (a) There is hereby created a panel of alternate members of the Senior Citizens Commission consisting of two (2), which shall have the powers and duties granted under this division.
- (b) Such members shall be electors of the town.
- (c) Such members shall be appointed by the First Selectman.
- (d) The terms of office shall be two (2) years. One (1) member shall be appointed to a term terminating on the first Monday of December, 1985. Upon expiration of each of the terms, a member shall be appointed for a two-year term.
- (e) Any vacancy shall be filled by appointment by the First Selectman for the unexpired term.
- (f) If a regular member of the Senior Citizens Commission is absent or disqualified, such absent or disqualified member shall designate an alternate. If the absent or disqualified member shall fail to designate an alternate, the majority of the regular members not absent or disqualified may designate an alternate to so act for the absent or disqualified member.

(Code 1962, §§ 2-32.1—2-32.6)

**Sec. 2-405. Funding; participation in state, federal, private programs.**

The Town may make appropriations for the expenses of the Senior Citizens Commission. The Commission is authorized and empowered to participate in the state, federal and private programs concerning the elderly.

(Code 1962, § 2-33)

**Secs. 2-406—2-420. Reserved.**

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FOOTNOTE(S):

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--- (11) ---

Cross reference— Tax exemption for the elderly, § 18-31. [\(Back\)](#)

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DIVISION 19. ARTS COMMISSION

***DIVISION 19. ARTS COMMISSION***

[Sec. 2-421. Established.](#)

**Sec. 2-421. Established.**

The Town shall have an Arts Commission as established in chapter VII, [section 23\(19\)](#) of the Charter.

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 20. BOARD OF EDUCATION

***DIVISION 20. BOARD OF EDUCATION***

[Sec. 2-422. Established.](#)

**Sec. 2-422. Established.**

The Town shall have a Board of Education as established in chapter VII, section 3 of the Charter.

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DIVISION 21. BOARD OF HEALTH

***DIVISION 21. BOARD OF HEALTH***

[Sec. 2-423. Established.](#)

**Sec. 2-423. Established.**

The Town shall have a Board of Health as established in chapter VII, section 10 of the Charter.

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 22. BOARD OF TAX REVIEW

***DIVISION 22. BOARD OF TAX REVIEW*** *(S/B Board of Assessment Appeals)*  
Sec. 2-424. Established.

**Sec. 2-424. Established.**

The Town shall have a Board of Tax Review as established in chapter VII, section 2 of the Charter.

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 23. BUILDING CODE BOARD OF APPEALS

***DIVISION 23. BUILDING CODE BOARD OF APPEALS***

[Sec. 2-425. Established.](#)

**Sec. 2-425. Established.**

The Town shall have a Building Code Board of Appeals as established in chapter III, section 14D of the Charter.

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Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 24. RESERVED

***DIVISION 24. RESERVED*** <sup>(12)</sup>

Secs. 2-426—2-430. Reserved.

**Secs. 2-426—2-430. Reserved.**

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FOOTNOTE(S):

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--- (12) ---

Editor's note— Res. No. TC14-203, approved Aug. 5, 1993, disbanded the Convention and Visitors' Commission Hill and Harbor District; hence, Div. 24, § 2-426 has been repealed at the discretion of the editor. [\(Back\)](#)

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DIVISION 25. TRUMBULL YOUTH AND FAMILY SERVICES BOARD

***DIVISION 25. TRUMBULL YOUTH AND FAMILY SERVICES BOARD***

[Sec. 2-431. Established; members; terms.](#)

[Sec. 2-432. Powers and duties.](#)

[Secs. 2-433—2-435. Reserved.](#)

**Sec. 2-431. Established; members; terms.**

The Town shall have a Youth and Family Services Board consisting of seven (7) members appointed by the First Selectman. Six (6) members shall have a term of six (6) years each and the term of one (1) member shall expire every year. One (1) member shall be associated with the Trumbull School System; one (1) member shall be associated with the Trumbull Police Department; one (1) member shall be a person who shall be a service consumer as defined in 17-433, subsection 1.4 of the state regulations.

(Code 1962, § 2.59; Res. No. TC13-241, 6-3-91)

**Sec. 2-432. Powers and duties.**

The Youth and Family Services Board shall have full powers and duties to develop policies, procedures and plans for the operation of the Trumbull Counseling Center; monitor progress and programs of the Trumbull Counseling Center; serve as an advocate of Services for Youth at Risk of the Town acting in an advisory capacity to the First Selectman on the administration of programs and policies concerning Youths at Risk and evaluate the performance of the Counseling Center Director. The Youth and Family Services Board shall have the authority to design, develop, administrate, manage and control all programs and policies directed at programs concerning Services for Youth at Risk within the town.

(Code 1962, § 2.59; Res. No. TC13-241, 6-3-91)

**Secs. 2-433—2-435. Reserved.**

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 26. CIVIL SERVICE BOARD

***DIVISION 26. CIVIL SERVICE BOARD***

[Sec. 2-436. Established.](#)

**Sec. 2-436. Established.**

The Town shall have a Civil Service Board as established in chapter VII, [section 20\(15\)](#) of the Charter.

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 27. DATA PROCESSING REVIEW BOARD

***DIVISION 27. DATA PROCESSING REVIEW BOARD***

Sec. 2-437. Established; composition.

Sec. 2-438. Terms of members; vacancies.

Sec. 2-439. Powers and duties.

Sec. 2-440. Bond required for Director.

Secs. 2-441—2-446. Reserved.

**Sec. 2-437. Established; composition.**

There is hereby established, a Data Processing Review Board which shall consist of nine (9) members to be appointed by the First Selectman.

(Code 1962, § 2.58)

**Sec. 2-438. Terms of members; vacancies.**

The appointment to the Data Processing Review Board shall be for a term of seven (7) years, the term of one (1) member shall expire each year. The First Selectman shall fill any vacancy on the Data Processing Review Board for the unexpired term. The term of office of each member appointed after June 1984 shall be three (3) years.

(Code 1962, § 2.58)

**Sec. 2-439. Powers and duties.**

The Data Processing Review Board shall meet quarterly and shall have the power and duty to review the data processing requirements, procedures, and facilities of the town's Data Processing Department and to make such recommendations to the First Selectman.

(Code 1962, § 2.58)

**Sec. 2-440. Bond required for Director.**

Pursuant to chapter III, section 15 of the Charter, the Data Processing Director shall be required to post a bond for the faithful performance of his duties.

(Code 1962, § 2.58)

**Secs. 2-441—2-446. Reserved.**

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DIVISION 28. DEVELOPMENT COMMISSION

***DIVISION 28. DEVELOPMENT COMMISSION(S/B Economic and Community Development Commission)***

[Sec. 2-447. Established.](#)

**Sec. 2-447. Established.**

The Town shall have a Development Commission as established in chapter VII, section 12(10) of the Charter.

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 29. ENERGY AND TRANSPORTATION COMMISSION

***DIVISION 29. ENERGY AND TRANSPORTATION COMMISSION***

Sec. 2-448. Established.

Sec. 2-449. Composition; terms of members; vacancies.

Sec. 2-450. Powers and duties.

Secs. 2-451—2-457. Reserved.

**Sec. 2-448. Established.**

There is hereby created for the Town commission to be known as the Energy and Transportation Commission.

(Code 1962, § 2.55)

**Sec. 2-449. Composition; terms of members; vacancies.**

- (a) The Energy and Transportation Commission shall be composed of seven (7) members, five (5) of whom shall be appointed by the Town Council and two (2) of whom shall be the town's representatives on the Board of Directors of the Greater Bridgeport Transit District.
- (b) The individuals presently serving as members of the Energy Commission shall serve until the expiration of the terms they are now serving. Upon expiration of such term, each appointment to the Energy and Transportation Commission shall be for a term of five (5) years. The Town Council may fill any vacancy in the Energy and Transportation Commission for the unexpired term.

(Code 1962, § 2.55)

**Sec. 2-450. Powers and duties.**

The Energy and Transportation Commission shall plan, promote, organize and supervise programs and policies with reference to the use, management and control and conservation of energy within the town. The Energy and Transportation Commission shall study the transportation needs of the town, particularly the availability of mass transportation services, and the future needs of the citizens of the Town for various forms of mass transportation. It shall also perform any duties which may from time to time be established by action of the Town Council.

(Code 1962, § 2.55)

**Secs. 2-451—2-457. Reserved.**

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DIVISION 30. HOUSING AUTHORITY

***DIVISION 30. HOUSING AUTHORITY***

[Sec. 2-458. Established.](#)

**Sec. 2-458. Established.**

The Town shall have a Housing Authority as established in chapter VII, [section 19\(14\)](#) of the Charter.

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 31. HOUSING BOARD OF APPEALS

***DIVISION 31. HOUSING BOARD OF APPEALS***

[Sec. 2-459. Established.](#)

**Sec. 2-459. Established.**

The Town shall have a Housing Board of Appeals as established in chapter III, section 14E of the Charter.

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 32. INSURANCE COMMISSION

***DIVISION 32. INSURANCE COMMISSION***

Sec. 2-460. Established.

Sec. 2-461. Composition; terms of members.

Sec. 2-462. Powers and duties.

Secs. 2-463—2-469. Reserved.

**Sec. 2-460. Established.**

There is hereby established an Insurance Commission for the town.

(Code 1962, § 2.60)

**Sec. 2-461. Composition; terms of members.**

- (a) The Insurance Commission shall consist of five (5) members appointed by the First Selectman, with the approval of the Town Council.
- (b) The terms of each member of the Insurance Commission shall be for five (5) years. The term of one (1) member shall expire each year.

(Code 1962, § 2.60)

**Sec. 2-462. Powers and duties.**

The Insurance Commission shall have the power and duty to:

- (1) Review all insurance coverages presently in effect covering the Town and its agents and employees;
- (2) Review all bid specifications for new contracts of insurance to be awarded;
- (3) Make whatever recommendations it deems appropriate to the First Selectman which will improve the town's insurance protection and minimize the cost thereof.

(Code 1962, § 2.60)

**Secs. 2-463—2-469. Reserved.**

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DIVISION 33. JURY COMMISSION

***DIVISION 33. JURY COMMISSION***

[Sec. 2-470. Established.](#)

**Sec. 2-470. Established.**

The Town shall have a Jury Commission as established in chapter VII, [section 16](#) of the Charter.

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 34. PARK COMMISSION

***DIVISION 34. PARK COMMISSION***

[Sec. 2-471. Established.](#)

**Sec. 2-471. Established.**

The Town shall have a Park Commission as established in chapter VII, section 13(11) of the Charter.

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 35. PENSION BOARD

***DIVISION 35. PENSION BOARD***

[Sec. 2-472. Established.](#)

**Sec. 2-472. Established.**

The Town shall have a Pension Board as established in chapter VII, [section 21\(16\)](#) of the Charter.

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 36. PERSONNEL APPEALS BOARD

***DIVISION 36. PERSONNEL APPEALS BOARD***

[Sec. 2-473. Established.](#)

**Sec. 2-473. Established.**

The Town shall have a Personnel Appeals Board as established in chapter VII, section 8 of the Charter.

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Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 37. POLICE COMMISSION

***DIVISION 37. POLICE COMMISSION***

[Sec. 2-474. Established.](#)

**Sec. 2-474. Established.**

The Town shall have a Police Commission as established in chapter VII, section 9(8) of the Charter.

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 38. RECREATION COMMISSION

***DIVISION 38. RECREATION COMMISSION***

[Sec. 2-475. Established.](#)

**Sec. 2-475. Established.**

The Town shall have a Recreation Commission as established in chapter VII, section 14(11) of the Charter.

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 39. WATER POLLUTION CONTROL AUTHORITY

***DIVISION 39. WATER POLLUTION CONTROL AUTHORITY***

**Sec. 2-476. Established.**

**Sec. 2-476. Established.**

The Town shall have a Water Pollution Control Authority as established in chapter VII, [section 18\(13\)](#) of the Charter.

(Res. No. TC17-163, § A, 10-12-99)

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 40. VOLUNTEER ACTIVITIES COMMISSION

***DIVISION 40. VOLUNTEER ACTIVITIES COMMISSION***

[Sec. 2-477. Established.](#)

[Sec. 2-478. Composition; terms of members.](#)

[Sec. 2-479. Powers and duties.](#)

[Sec. 2-480. Report of recommendations.](#)

[Secs. 2-481—2-486. Reserved.](#)

**Sec. 2-477. Established.**

The Volunteer Activities Commission is hereby established.

(Code 1962, § 2.63-1)

**Sec. 2-478. Composition; terms of members.**

The Volunteer Activities Commission shall consist of seven (7) members appointed by the First Selectman and approved by the Town Council. The terms of two (2) members shall expire December 4, 1989, the terms of two (2) members shall expire December 3, 1990, the terms of three (3) members shall expire December 1, 1991. Thereafter members will be appointed for two-year terms.

(Code 1962, § 2.63-2)

**Sec. 2-479. Powers and duties.**

The Volunteer Activities Commission shall be charged with:

- (1) Establishing a Volunteer Coordinator's position;
- (2) Considering whether or not a paid position is necessary and if so, to draft a job description;
- (3) Formulating a proposed budget for that position;
- (4) Identifying public services that could be enhanced through volunteer services; and
- (5) Developing incentives for volunteer participation and continuation.

(Code 1962, § 2.63-3)

**Sec. 2-480. Report of recommendations.**

The Volunteer Activities Commission should report its recommendations and findings no more than six (6) months after its establishment.

(Code 1962, § 2.63-3)

**Secs. 2-481—2-486. Reserved.**

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 41. YOUTH COMMISSION

***DIVISION 41. YOUTH COMMISSION***

[Sec. 2-487. Established.](#)

**Sec. 2-487. Established.**

The Town shall have a Youth Commission as established in chapter VII, [section 25](#) of the Charter.

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Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 42. ZONING BOARD OF APPEALS

***DIVISION 42. ZONING BOARD OF APPEALS***

Sec. 2-488. Established.

Secs. 2-489—2-495. Reserved.

**Sec. 2-488. Established.**

The Town shall have a Zoning Board of Appeals as established in chapter VII, section 6 of the Charter.

**Secs. 2-489—2-495. Reserved.**

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 43. ROUTE 25 ADVISORY COMMITTEE

***DIVISION 43. ROUTE 25 ADVISORY COMMITTEE***

[Sec. 2-496. Established.](#)

[Sec. 2-497. Membership.](#)

[Sec. 2-498. Purpose.](#)

[Sec. 2-499—2-505. Reserved.](#)

**Sec. 2-496. Established.**

A special committee, to be known as the Route 25 Advisory Committee, consisting of six (6) members, is hereby established.

(Res. No. TC13-3, 1-18-90)

**Sec. 2-497. Membership.**

The membership of this committee shall be composed of:

- (1) The First Selectman;
- (2) The Director of Public Works;
- (3) A member of the Planning and Zoning Commission;
- (4) The State Representative from the 123rd District;

Additionally, there shall be:

- (1) A resident of Voting District 3 as defined on this date and;
- (2) A member at large,

both of whom shall be appointed by the Town Council.

(Res. No. TC13-3, 1-18-90)

**Sec. 2-498. Purpose.**

The Committee shall work in conjunction with the Greater Bridgeport Regional Planning Agency and the State Department of Transportation. The purpose of this Committee shall be to offer input as well as to advise the people of the Town of all attempts to extend Route 25 through Trumbull. The Committee shall keep the Council fully advised, at least on an annual basis, and shall submit reports, in writing, whenever state activity suggests present or future impact upon the town.

(Res. No. TC13-3, 1-18-90)

**Sec. 2-499—2-505. Reserved.**

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 44. PEQUONNOCK VALLEY MANAGEMENT COMMITTEE

***DIVISION 44. PEQUONNOCK VALLEY MANAGEMENT COMMITTEE***

Sec. 2-506. Established.

Sec. 2-507. Purpose; reports.

Secs. 2-508—2-520. Reserved.

**Sec. 2-506. Established.**

A Pequonnock Valley Management Committee is established consisting of nine (9) members for terms extending to December 7, 1992. Thereafter five (5) members shall be appointed by the First Selectman with the approval of the Town Council and four (4) members shall be appointed by the Town Council with the approval of the First Selectman. The term of each member shall be three (3) years with three (3) terms to expire each year. No member appointed herein shall be precluded from serving on other permanent boards, commissions or committees of the Town for this initial term of office.

(Res. No. TC13-75, 4-16-90)

**Sec. 2-507. Purpose; reports.**

The Committee shall work to develop a resource management plan between and among the State of Connecticut, Department of Environmental Protection and the Town to cooperatively manage the Pequonnock Valley. The Committee shall also study and propose regulations for the use or non-use of firearms in the Pequonnock Valley. Prior to Town approval of any plan as an official Town position, the plan shall be submitted to the First Selectman and the Town Council for their approvals. Semi-annual reports shall be submitted to the Town Council.

(Res. No. TC13-75, 4-16-90)

**Secs. 2-508—2-520. Reserved.**

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Chapter 2 - ADMINISTRATION

ARTICLE IV. CODE OF ETHICS

**ARTICLE IV. CODE OF ETHICS** <sup>(13)</sup>

DIVISION 1. - GENERALLY

DIVISION 2. - ETHICS COMMISSION

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FOOTNOTE(S):

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--- (13) ---

Charter reference— Official conduct, Ch. VII, § 28. [\(Back\)](#)

State Law reference— Municipal authority to adopt a code of ethical conduct, G.S. § 7-148(c)(10)(B).  
[\(Back\)](#)

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ARTICLE IV. - CODE OF ETHICS

DIVISION 1. GENERALLY

***DIVISION 1. GENERALLY***

[Sec. 2-521. Definitions.](#)

[Sec. 2-522. Purpose.](#)

[Sec. 2-523. Applicability.](#)

[Sec. 2-524. Standards of service.](#)

[Sec. 2-525. Use of Town resources.](#)

[Sec. 2-526. Treatment of public.](#)

[Sec. 2-527. Conflicts of interest.](#)

[Sec. 2-528. Disclosure of confidential information.](#)

[Sec. 2-529. Gifts, gratuities, favors.](#)

[Sec. 2-530. Employment incompatible with Town duties.](#)

[Sec. 2-531. Political activities.](#)

[Sec. 2-532. Sanctions.](#)

[Secs. 2-533—2-545. Reserved.](#)

**Sec. 2-521. Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Commission* shall mean the Ethics Commission referred to in chapter VII, [section 22](#), Town Charter and sections 7-148(c)(10)(B) and 7-148(h) of the General Statutes.

*Officers and/or employees* means the persons enumerated in [section 2-523](#) and shall include officers.

*Town* shall mean the Town of Trumbull.

In all references herein to any parties, persons, entities or corporations the use of any particular gender or the plural or singular number is intended to include the appropriate gender or number as the test of the within instrument may require.

(Code 1962, § 2-54.1(II)(B); Ord. No. TC12-4, 11-9-88)

**Cross reference—** Definitions and rules of construction generally, § 1-2.

**Sec. 2-522. Purpose.**

- (a) This article is adopted for the Town pursuant to chapter VII, [section 22](#) of the Charter and sections 7-148(c)(10)(B) and 7-148(h) of the General Statutes. It is established with the purpose of setting forth ethical standards of conduct, prohibited activities and sanctions that may be imposed for violation of this Code, and/or the Charter, all of which shall be consistent with the best interests of the Town.

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- (b) The proper operation of representative government requires that public officials, employees and other persons involved in the governmental process and in the services rendered by government be independent, impartial and responsible to the people; that government decisions be made in the proper channels of governmental structure; that public office not be used for personal gain. Public interest must be the foremost concern of those included within the scope of this article.

(Code 1962, § 2-54.1(I); Ord. No. TC12-4, 11-9-88)

**Sec. 2-523. Applicability.**

Persons, hereinafter referred to as officials and/or employees, bound by this article are:

- (1) Elected or appointed Town officials, either paid or unpaid, including the Board of Education.
- (2) All Town employees, which shall include paid consultants of the Town and of all boards, commissions, committees and authorities, including the Board of Education.
- (3) Town officials and employees for a period of one (1) year following termination of such official position or employment for actions taken while serving as an official or employee.

(Code 1962, § 2-54.1(II)(A))

**Sec. 2-524. Standards of service.**

- (a) This article specifies and designates ethical standards of conduct required of all elected and appointed Town officials and all Town employees. Officials and employees have a responsibility by virtue of the trust vested in them by their employment or oath of office to discharge their duties conscientiously, impartially and to the best of their ability, placing the good of the Town above any personal or partisan considerations.
- (b) Officials and employees have an obligation to act morally and honestly in discharging all assigned responsibilities.
- (c) No official or employee, shall while serving as such have any interest, personal, financial or otherwise, direct or indirect, or engage in any business, employment or professional activity, or incur any obligation which is in conflict with the proper discharge of his duties or employment or which would be in conflict with any state statutes.
- (d) Officials and employees will conduct themselves with propriety, discharge their duties impartially and fairly, and make continuing efforts toward attaining and maintaining the highest standards of performance.

(Code 1962, § 2-54.1(III); Ord. No. TC12-4, 11-9-88)

**Sec. 2-525. Use of Town resources.**

- (a) Town property and resources are entrusted to officials and employees for the use and benefit of residents and taxpayers of the Town.
- (b) No Town officer or employee shall request or permit the use of Town-owned vehicles, equipment, facilities, materials or other property for personal convenience or profit, except when such are available to the public generally or are expressly provided for the use of such Town officer or employee in the interest of the Town.

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DIVISION 1. GENERALLY

- (c) No Town officer or employee shall grant any special consideration, treatment, favor or advantage to any person beyond that which is generally available to residents and taxpayers of the Town.
- (d) The abuse or misuse of Town property or resources is an unethical practice. Town property which is legitimately placed in the trust of an official or employee will be preserved and cared for to the best of his ability.
- (e) Requests for Town reimbursement for travel, lodgings or any other expenses incurred in connection with nonofficial business, or for family members of officials or employees or others who are not on official business, represents a breach of ethical behavior.

(Code 1962, § 2-54.1(IV); Ord. No. TC12-4, 11-9-88)

**Sec. 2-526. Treatment of public.**

- (a) Officials and employees represent the Town and reflect the relationship between Town government and the public. When relating to the community, officials and employees must bear in mind their roles as public servants. Every person is entitled to courteous, impartial, fair and equal service. Each person is entitled to all of the benefits and services available to each and every other individual in like circumstances.
- (b) Officials and employees shall make every reasonable effort to inform the public of its rights to Town services.
- (c) Officials and employees will treat the public with tact and courtesy and give proper and expeditious consideration to the public's needs.
- (d) Should an official or employee be requested to perform an unethical or illegal act, it must be declined and also should be reported to his superior officer, First Selectman, Chief of Police or the Ethics Commission whichever is appropriate.
- (e) Officials and employees shall not grant preferential treatment to any person.

(Code 1962, § 2-54.1(V); Ord. No. TC12-4, 11-9-88)

**Sec. 2-527. Conflicts of interest.**

- (a) Town officials and employees shall be acutely sensitive to possible conflicts of interest and shall carefully avoid such conflicts. Attention is called to chapter VII, section 28(A) of the Charter, which states that disclosure is required.
- (b) A conflict of interest is declared to exist when the vote or other official act of any official or employee may result in the personal advantage or financial gain, or otherwise affect the financial interest of:
  - (1) That official or employee;
  - (2) The following relatives of that official or employee, or of the relatives of the spouse of that official or employee; spouse, child, grandchild, parent, grandparent, sibling, aunt, uncle, niece, nephew, cousin;
  - (3) A member of the immediate household, residing with that official or employee;
  - (4) An individual, partnership, association or corporation with whom that official or employee has, or within one (1) year of the taking of the vote or official action in question had, financial or business dealings; provided, that financial or business dealings shall not include routine,

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DIVISION 1. GENERALLY

insubstantial or commonplace business transactions of a *de minimus* nature or those shared or engaged in by the public at large;

- (5) A corporation of which a person described in subsections (b)(1), (2) or (3) above is an officer, director, employee or the owner or controller of more than five (5) percent of any of the capital stock;
- (6) A partnership of which a person described in subsections (b)(1), (2) or (3) above is a partner.
- (c) There is specifically excluded from the definition set forth in subsection (b) a financial gain or advantage incident to a program or project in the nature of a public work or improvement, which financial gain or advantage is common to or shared by a class of residents of the Town, which class is restricted only by geographical proximity to the location of such public work or improvement; nor shall an official be prevented from voting upon the annual Town budget. An official shall not be prevented from voting upon any matter involving any class of residents of the Town or group of municipal employees only if the vote of that official may result in the financial gain or personal advantage or otherwise effect the financial interest of that official's spouse, parent, grandparent, child, grandchild, sibling, aunt, uncle, niece, nephew, cousin or any other person who shares the same home with the official to the exclusion of other members of the class.
- (d) When a conflict or the possibility of a conflict exists, the interested official or employee shall, as soon as such conflict or possible conflict becomes evident or reasonably should have become evident to him, make full disclosure of such conflict to the appropriate governmental body including but not limited to the board or commission on which the particular person sits.
- (e) Such interested official or employee shall not thereafter vote or participate in any deliberations or proceedings on such matter.
- (f) An official or employee shall not use his public position to obtain or attempt to obtain a special advantage in official matters for himself, a client or for any of the individuals set forth in subsection (b); nor shall he use his public position to influence, or attempt to influence the Town Council or any board, commission, committee, authority or paid consultant of the Town, to act in favor of himself, a client or for any of the individuals set forth in subsection (b).

(Code 1962, § 2-54.1(VI); Ord. No. TC12-4, 11-9-88)

**Sec. 2-528. Disclosure of confidential information.**

- (a) Confidential information is any information not then in the public record or which is exempt from the public record or disclosure by law including section 1-19(b) of the General Statutes and which is obtained only by reason of an official's or employee's position.
- (b) No official or employee shall willfully and knowingly disclose to any other person confidential information acquired by him in the course of and by reason of his official duties or employment or use any such information for the purpose of anyone's personal or pecuniary gain.
- (c) No official or employee shall accept other employment which will require him, or induce him, to disclose confidential information acquired by him in the course of and by reason of his official duties.

(Code 1962, § 2-54.1(VII); Ord. No. TC12-4, 11-9-88)

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DIVISION 1. GENERALLY

**Sec. 2-529. Gifts, gratuities, favors.**

- (a) If officials and employees, because of their positions in Town, are offered gifts, loans or privileges in the expectation of influencing their actions and/or decisions, then such offerings are bribes, and the acceptance of them is unethical. Attention is called to chapter VII, section 28(B) of the Charter.
- (b) Officials and employees shall not solicit or accept gifts, either in goods or services, loans or privileges offered them because of their positions in Town government except that dinners, banquets and the like given by civic, charitable, fraternal, nonprofit or political organization shall be permitted.
- (c) It is unethical for an official or employee to give preferential treatment in response to gifts, loans or privileges offered to an official, employee, family member or business associates.
- (d) Subsections (b) and (c) do not preclude the acceptance of reasonable gifts at the time of retirement or at public occasions held to honor an official or employee. The public honoring of an individual makes reasonable gifts appropriate and acceptable.

(Code 1962, § 2-54.1(VIII); Ord. No. TC12-4, 11-9-88)

**Sec. 2-530. Employment incompatible with Town duties.**

- (a) Unpaid officials may have regular employment and Town employees may have employment additional to Town positions unless otherwise provided by law or collective bargaining agreement. Officials and employees have a responsibility to perform Town duties unencumbered by conflicting demands placed upon them by virtue of their commitment to other employment.
- (b) No official or employee shall engage in or accept private or other public employment or render services for private interests when such employment or services are incompatible with the proper discharge of official duties.
- (c) Officials and employees shall disqualify themselves from all discussions, attempts at influencing the view of others and decision-making with respect to any issues in which their private or other employment may conflict with their Town positions.
- (d) No official or employee shall accept other employment that will impair his independence of judgment as to his official duties or employment or conflict with his ability to perform such duties.

(Code 1962, § 2-54.1(IX); Ord. No. TC12-4, 11-9-88)

**Sec. 2-531. Political activities.**

- (a) Recognizing that political activity is an integral part of the democratic process, all officials and employees are free to engage in political activity to the widest extent consistent with the proper discharge of their official Town duties and fair and equal treatment of all townspeople.
- (b) Officials and employees shall not allow partisan politics and political activities to materially interfere with the proper discharge of their official duties.
- (c) No official or employee shall use the power or influence of his position to coerce participation in political activity or contributions to same.

(Code 1962, § 2-54.1(XI); Ord. No. TC12-4, 11-9-88)

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**Sec. 2-532. Sanctions.**

Sanctions imposed by the Ethics Commission shall be:

- (1) A public reprimand filed with the Town Clerk;
- (2) A recommendation to the hiring authority to take such disciplinary or removal proceedings as may be appropriate or warranted;
- (3) A recommendation to the Town Attorney or State's Attorney that further action be taken in accordance with the laws of the state.

(Code 1962, § 2-54.1; Ord. No. TC12-4, 11-9-88)

**Secs. 2-533—2-545. Reserved.**

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DIVISION 2. ETHICS COMMISSION

***DIVISION 2. ETHICS COMMISSION*** <sup>[14]</sup>

Sec. 2-546. Officers.

Sec. 2-547. Meetings.

Sec. 2-548. Quorum.

Sec. 2-549. Public presence.

Sec. 2-550. Case procedure.

Sec. 2-551. Findings and recommendations.

Sec. 2-552. Advisory opinions.

Sec. 2-553. Amendments.

Secs. 2-554—2-570. Reserved.

**Sec. 2-546. Officers.**

- (a) The officers of the commission shall be a Chairman, a Vice-Chairman and a Secretary.
- (b) The Chairman shall preside at all meetings.
- (c) The Vice-Chairman shall perform the duties of the Chairman in the event of the Chairman's absence, death, resignation or inability for any other reason to act.
- (d) The Secretary shall cause to have taken minutes of all meetings and issue all notices required.
- (e) The members of the Commission shall elect their officers at the first meeting of the Commission after appointment of members to expired terms. Such organization meeting shall be held not later than sixty (60) days after such appointments.

(Code 1962, § 2-54.1(Art. I))

**Sec. 2-547. Meetings.**

The Commission may meet monthly if it has business to transact or as soon as seen as reasonably possible after receipt of a complaint or at such other time that the Chairman shall deem necessary.

(Code 1962, § 2-54.1(Art. II); Ord. No. TC12-4, 11-9-88)

**Sec. 2-548. Quorum.**

The presence of three (3) members shall be required to conduct the Commission's business. A majority of the members present may act upon any matter for the Commission except for a finding of an ethics code violation and/or the imposition of sanctions which shall require a majority vote of the membership of the Commission. Any hearing on a complaint shall require the continued presence of at least three (3) members of the Commission. A member of the Commission who fails to attend the entire hearing on any complaint shall not be entitled to vote thereon.

(Code 1962, § 2-54.1(Art. III); Ord. No. TC12-4, 11-9-88)

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DIVISION 2. ETHICS COMMISSION

**Sec. 2-549. Public presence.**

- (a) Meetings concerning operating administrative affairs shall be open to the general public.
- (b) Meetings involving specific complaints or investigations shall be open to the public only after the Commission has decided to accept the complaint and proceed with an investigation.

(Code 1962, § 2-54.1(Art. IV); Ord. No. TC12-4, 11-9-88)

**Sec. 2-550. Case procedure.**

- (a) No complaint shall be accepted by the Commission unless it is reduced to writing, dated, signed and sworn to by the complainant before a notary public or Commissioner of the Superior Court. The complaint shall contain a statement of the underlying facts and identify, to the extent possible, the names and individuals involved, the nature of the alleged violation, and the date or dates of such violation.
- (b) Such complaint shall be mailed or delivered to the Chairman of the Ethics Commission in care of the Town Clerk, Town Hall, Trumbull, Connecticut. The Town Clerk will advise the Chairman of the receipt of such mail and hold it unopened for delivery to the Chairman.
- (c) Each request for Commission action shall be assigned a file number by the Commission and be identified by same. A cover sheet shall record the official date of receipt, dates of all required notices, meetings on same and action taken.
- (d) Except where a complaint is filed by the Commission, upon receipt of a complaint, the Commission shall meet in executive session and decide whether to dismiss the complaint for lack of jurisdiction or lack of probable cause or to accept the complaint and to proceed with any necessary investigation. In the event that the Commission proceeds with the complaint, the Commission shall promptly notify the person charged with any violation in writing by sending to the person charged a copy of the complaint. Any person charged may be represented by counsel and all hearings shall be recorded by stenographic recording or tape. The Commission shall have the power to require the attendance of any witness by subpoena. Any person charged shall be notified in writing at least ten (10) business days prior to any hearing regarding the complaint. At the beginning of the hearing, the Commission may, in its discretion, ask for clarification of the issues involved after which the complaining party or his attorney, shall present his claims, proofs and witnesses who shall submit to questions or other examination by the party charged or his attorney, the Commission or its attorney, and counsel for the complaining party, if any. Thereafter, the party charged, or his attorney, shall present his defenses, proofs and witnesses who likewise shall submit to questions from the complaining party or his attorney, the Commission or its attorney or counsel for the party charged. Exhibits, when offered by either party, may be received in evidence including affidavits sworn to under oath, to afford a full and equal opportunity for the presentation of any material or relevant proofs. The Commission may in its discretion vary the foregoing procedure where in the interest of fairness it deems it appropriate. The Commission may proceed in the absence of any person charged with a complaint, the charging party or any witnesses but shall make every effort to receive sufficient competent evidence in order to render a just and final decision.
- (e) After hearing and within one hundred twenty (120) days of the filing of the complaint, the Commission shall notify the complainant, the person charged, and the Town Clerk of its final action in writing and the sanction, if any, imposed. Any such action shall be deemed final. The Commission shall have the right to reject any complaint or request for advisory opinion if it determines, by majority vote, that the matters presented have been previously heard by the Commission and appropriate action has been taken.

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ARTICLE IV. - CODE OF ETHICS

DIVISION 2. ETHICS COMMISSION

- (f) The Commission may be guided by the advisory opinions of the Ethics Commission of the state (See: Conn. Gen. Stat. S1-81), and the opinions of the Connecticut Bar Association with respect to the code of professional responsibility, and shall abide by the laws of the state.

(Code 1962, § 2-54 1; Ord. No. TC12-4, 11-9-88)

**Sec. 2-551. Findings and recommendations.**

Any findings and recommendations of the Ethics Commission arrived at after a full hearing shall be recorded with the Town Clerk.

(Code 1962, § 2-54.1(Art. VI))

**Sec. 2-552. Advisory opinions.**

The Commission may render advisory opinions of a general nature, without reference to any specific case, to guide officials and employees with respect to the application and interpretation of the code of ethics, but no such opinion shall be rendered unless approved by the majority of the membership of the Commission.

(Code 1962, § 2-54.1(Art. VII); Ord. No. TC12-4, 11-9-88)

**Sec. 2-553. Amendments.**

The Commission may, from time to time, in its discretion, suggest amendments to the Code of Ethics for approval by the Town Council by ordinance.

(Code 1962, § 2-54.1(Art. VIII); Ord. No. TC12-4, 11-9-88)

**Secs. 2-554—2-570. Reserved.**

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FOOTNOTE(S):

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Charter reference— Ethics Commission, Ch. VII, § 22. [\(Back\)](#)

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION

ARTICLE V. EMERGENCY MANAGEMENT

**ARTICLE V. EMERGENCY MANAGEMENT**

[Sec. 2-571. Definitions.](#)

[Sec. 2-572. Authority; established; supervision.](#)

[Sec. 2-573. Appointment; powers and duties of the director.](#)

[Sec. 2-574. Responsibilities of departments, agencies and offices of Town government.](#)

[Sec. 2-575. Emergency management responsibilities and powers of the First Selectman.](#)

[Sec. 2-576. Advisory council.](#)

**Sec. 2-571. Definitions.**

The definitions of emergency management and related terms used in this article shall be the same as the definitions provided in Section 28-1, Chapter 517 of the Connecticut General Statutes.

(Res. No. TC13-128, 8-6-90)

**Sec. 2-572. Authority; established; supervision.**

- (a) By authority of Section 28-7 of the Connecticut General Statutes, an organization of Town government to be known as the Office of Emergency Management is hereby established.
- (b) The established Office of Emergency Management is to be under the direction and supervision of a Director of Civil Defense (hereinafter referred to as the Emergency Management Director). The Director shall be responsible for the organization, administration and operation of the local organization.

(Res. No. TC13-128, 8-6-90)

**Sec. 2-573. Appointment; powers and duties of the director.**

- (a) The Emergency Management Director shall be appointed by the First Selectman of the Town, and shall serve at the will of the First Selectman. The Director may be removed from office at any time by the First Selectman.
- (b) The Director shall report directly to the First Selectman.
- (c) The Director shall advise the First Selectman on all emergency matters and related laws, rules, regulations and requirements of [Title 28](#) and Public Act 87-535 of the Connecticut General Statutes, the Federal Civil Defense Act of 1950, and the Federal Natural Disaster Relief Act of 1974.
- (d) The Director shall develop, organize, direct and coordinate the Town's Emergency Management Program with the goal of saving lives and protecting property by maintaining emergency operational capabilities that mitigate, prepare for, respond to and recover from any emergency or disaster.
- (e) The Director shall develop and organize the Emergency Management Program in accordance with local, state and federal emergency management requirements.

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ARTICLE V. EMERGENCY MANAGEMENT

- (f) The Director shall coordinate the activities of all Town departments, agencies and offices and the activities of all volunteer organizations, but in no instance shall assume direction and control of any Town department, agency or office unless directed by written authority from the First Selectman.
- (g) The Director shall be responsible for the development and maintenance of the Town's Emergency Operations Plan.
- (h) The Director shall be responsible for the coordination of training and exercises required to maintain adequate emergency management and emergency response capabilities in Town.
- (i) The Director shall be responsible for the recruitment and training of volunteer emergency management personnel.
- (j) The Director shall maintain continuous contact with the State Office of Emergency Management, and shall prepare and submit reports and all paperwork necessary to ensure that the Town qualifies and receives all possible funding, equipment and other benefits or assistance available from the state and/or the federal Emergency Management Program. All requests for outside funding and/or assistance shall be in accordance with established local procedures.
- (k) The Director shall brief the First Selectman and the Town Council within thirty (30) days after their commencement of office.

(Res. No. TC13-128, 8-6-90)

**Sec. 2-574. Responsibilities of departments, agencies and offices of Town government.**

- (a) Each department, agency and office of Town government required to have an annex to the Town's Emergency Management Operations Plan shall develop and maintain such annex in accordance with local, state and federal emergency management requirements.
- (b) Each department, agency and office of Town government shall cooperate with the Emergency Management Director to the fullest extent possible in the development and maintenance of the local Emergency Management Program.

(Res. No. TC13-128, 8-6-90)

**Sec. 2-575. Emergency management responsibilities and powers of the First Selectman.**

- (a) The First Selectman of the Town is responsible for the protection of the health and safety of all residents and all people in town, the protection of property, and the preservation of the local government organization and structure.
- (b) The First Selectman of the Town shall ensure that the local Emergency Management Organization develops and maintains the capability of local government necessary to respond to any emergency or disaster that may affect the Town.
- (c) During emergency or disaster situations the First Selectman has the power and authority to issue emergency and/or disaster declarations and exercise any and all powers granted by the Town Charter deemed reasonable and necessary for the protection of residents and people in town, the protection of property and the preservation of local government.

(Res. No. TC13-128, 8-6-90)

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Chapter 2 - ADMINISTRATION

ARTICLE V. EMERGENCY MANAGEMENT

**Sec. 2-576. Advisory council.**

- (a) An Emergency Management Advisory Council shall be established by appointment from the First Selectman of the Town which Council shall advise the First Selectman on emergency management issues and shall work with the Director to develop, maintain and coordinate the Emergency Management Plan.
- (b) The Emergency Advisory Council shall be composed of twelve (12) members. The members of the Emergency Advisory Council shall be designated as follows:
  - (1) The Chief of each of the three (3) Fire Districts;
  - (2) The Chairman of the Police Commission and Police Captain/Traffic;
  - (3) The Director of Trumbull Emergency Medical Services and the Chairman of the Emergency Medical Services Commission;
  - (4) The Director of Civil Defense;
  - (5) The Superintendent of Schools;
  - (6) Director of Public Works;
  - (7) Fire Marshal;
  - (8) Chief of Police.
- (c) The Chairperson of the Advisory Council shall be elected by the Council from the members.
- (d) Members of the Emergency Management Advisory Council shall be exempted from the provision of Chapter 8, Section 1 of the Charter, as regards serving on Emergency Management Advisory Council.
- (e) The Chief of Police, Fire Marshal, Public Works Director and Superintendent of Schools may send their designated representatives.

(Res. No. TC13-128, 8-6-90)

PART II - MUNICIPAL CODE  
Chapter 2 - ADMINISTRATION  
ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 8. GOLF COURSE COMMISSION

***DIVISION 8. GOLF COURSE COMMISSION*** <sup>(a)</sup>

[Sec. 2-211. Tashua Knolls Golf Course.](#)

[Sec. 2-212. Responsibility for golf course clubhouse.](#)

[Secs. 2-213—2-225. Reserved.](#)

**Sec. 2-211. Tashua Knolls Golf Course.**

- (a) The confines of the golf course shall be defined as all property under the jurisdiction of the Golf Course Commission inclusive of the golf course practice and parking areas, buildings, structures and bodies of water.
- (b) The golf course shall be defined as the playing areas of holes one (1) through eighteen (18) inclusive of trees, greens, fairways, traps, roughs, cart paths, brooks, streams, ponds and wooded areas dividing or bordering the playing area that are within the confines of the golf course.
- (c) Every person on the golf course with the exception of caddies must purchase a permit (ticket). Such permit (ticket) shall be evidenced by a receipt (ticket) showing that the person using the course has paid the appropriate fees for such use.
- (d) No person shall engage in any unauthorized activity, sport or game upon the golf course other than the playing of the game of golf. Such unauthorized activities shall include but are not limited to the following:
  - (1) Bathing, wading or swimming in any waters located on the golf course;
  - (2) Using or operating a boat, canoe, inflated float or raft in any waters located on the golf course;
  - (3) Coasting with hand or bob sled, skis, skimobile, skateboard, cart or other vehicle on the confines of the golf course unless specifically authorized by the Golf Course Commission;
  - (4) Skating, sledding, walking or going upon any ice on any pond, brook or waterway on the confines of the golf course unless specifically authorized by the Golf Course Commission.
- (e) No permit (ticket) other than one which is available for purchase by residents of the Town shall be issued to any member of the Golf Course Commission. The identical qualifications and fee structure as are required of all residents of the Town shall be required of members of the Golf Course Commission applying for any class of permit (rate of play) and for the use of golf carts and/or tee-off arrangements. The class of permit purchased shall determine the fee to be paid for each use of the golf course. Any commissioner who elects not to purchase a permit (ticket) of any class shall pay the customary nonresident fee for each use of the golf course. Neither the Golf Course Commission or any person shall waive the provisions of this subsection. A copy of this subsection shall be posted in a conspicuous place in the pro shop located at the Tashua Knolls Golf Course. Any person who violates any part of this subsection shall be fined in accordance with [section 1-7](#). For the purposes of this section "use of the golf course" shall mean the playing of one (1) or more holes of golf. "Use of golf carts" shall mean riding in and/or carrying golf equipment in a golf cart while using the golf course.
- (f) No person, group or organization shall solicit gifts or contributions on the confines of the golf course for any purpose without the permission of the Golf Course Commission.

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ARTICLE III. - BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

DIVISION 8. GOLF COURSE COMMISSION

- (g) No person shall cause or permit any animal owned by him, in his custody or under his control to enter or remain on the confines of the golf course and each such animal so found at large may be seized and disposed of as provided by state law or local ordinance covering the disposal of stray animals on highways or public property.
- (h) No person shall hunt, fish, carry or discharge firearms or use any kind of weapon on the confines of the golf course except that the Golf Course Commission shall have the authority to authorize the use and discharge of blank ammunition in efforts to control vermin.
- (i) The salvaging of golf balls from the ponds or the practice areas located on the confines of the golf course with the exception of a player retrieving his own ball is prohibited without the written permission of the Golf Course Commission.
- (j) Spectators will not be permitted to accompany players onto the playing area of the golf course except for special tournaments or exhibitions as designated by the Golf Course Commission.
- (k) No person shall play golf on the golf course at any time other than the designated hours during the golf season or at any time the golf course is closed unless specifically authorized by the Golf Course Commission.
- (l) Fireworks are prohibited on the confines of the golf course.
- (m) No vehicle other than golf carts shall be permitted on the golf course without the permission of the Golf Course Commission.
- (n) No person shall commit any nuisance on the confines of the golf course.
- (o) Any person who violates any provision of this section shall be fined in accordance with section 1-7

(Code 1962, § 2-50.1)

**Sec. 2-212. Responsibility for golf course clubhouse.**

Pursuant to the provisions of chapter VII, section 15(12)(B) of the Charter, the Golf Course Commission of the Town shall have the sole responsibility and obligation for the care, control, maintenance, operation and supervision of the Tashua Knolls Clubhouse.

(Code 1962, § 2-50.2)

**Secs. 2-213—2-225. Reserved.**

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FOOTNOTE(S):

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1 Golf Course Commission, Ch. VII, § 15(12) [\(Back\)](#)

any person who occupies the whole or a part of such building or land, whether alone or with others.

*Tense.* Words used in the past or present tense include the future as well as the past and present.

*Town.* The words "the town" mean the Town of Trumbull in the County of Fairfield, in the State of Connecticut.

*Written, in writing.* The words "written" or "in writing" include any representation of words, letters or figures, whether by printing or otherwise.

*Year.* The word "year" means a calendar year. (Code 1962, § 1-2)

State law reference—Rules of construction for terms used in the General Statutes, G.S. § 1-1.

**Sec. 1-3. Severability of parts of Code.**

If any part, section, subsection, sentence, clause or phrase of this Code is for any reason declared to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Code.

(Code 1962, § 1-3)

State law reference—Similar provisions, G.S. § 1-3.

**Sec. 1-4. Catchlines, history notes and references.**

(a) The catchlines of the several sections of this Code are intended as mere catchwords to indicate the contents of the section and shall not be deemed or taken to be titles of such sections nor as any part of the section nor, unless expressly so provided, shall they be so deemed when any of such sections, including the catchlines, are amended or reenacted.

(b) The history notes appearing in parentheses after each section and the references and notes scattered throughout the Code are for the benefit of the user of the Code and shall have no legal effect.

(Code 1962, § 1-4)

**Sec. 1-5. Repeal does not revive former ordinance.**

When an ordinance which has repealed another shall itself be repealed, the previous ordinance

shall not be revived without express words to that effect.

(Code 1962, § 1-5; Res. No. TC19-100, 10-7-91)

State law reference—Similar provisions, G.S. § 1-1.

**Sec. 1-6. Certain rights, penalties, suits, etc., not affected by repeal of ordinance.**

The repeal of an ordinance shall not affect any punishment, penalty or forfeiture incurred before the repeal takes effect, or any suit, prosecution or proceeding pending at the time of the repeal, for any offense committed, or for the recovery of a penalty or forfeiture incurred under the ordinance repealed.

(Code 1962, § 1-6)

State law reference—Similar provisions, G.S. § 1-1.

**Sec. 1-7. Reserved.**