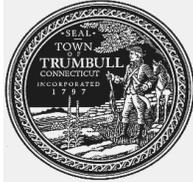


TOWN COUNCIL  
**Town of Trumbull**  
CONNECTICUT  
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Trumbull

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(203) 452-5005



Trumbull Town Council  
MINUTES  
September 8, 2011

CALL TO ORDER: Chairman Carl A. Massaro, Jr., called the meeting to order at 8:08 p.m. at the Trumbull Town Hall, Trumbull, Connecticut.

PLEDGE OF ALLEGIANCE: The Chair asked all present to remember our country's citizens who were slain ten years ago this Sunday, September 11, 2011 and for all those involved in the heroic efforts to rescue those in need. All present rose and joined in a moment of silence and the Pledge of Allegiance.

ROLL CALL: The clerk called the roll and recorded it as follows:

PRESENT

Suzanne S. Testani	Jeff S. Jenkins	Michael J. London
Chadwick Ciocci	Carl A. Massaro, Jr.	David R. Pia
Roberta A. Bellows	James F. Meisner	Robert J. Pescatore, Jr.
Tony J. Scinto	Debra A. Lamberti	Mary Beth Thornton
Jane Deyoe	Martha A. Jankovic-Mark	Kristy L. Waizenegger
Daniel Helfrich	Michael Rappa	Ann Marie Evangelista
John A. DelVecchio, Jr.	John M. Rotondo (arrived at 9:02 p.m.)	

ABSENT: Mark S. Altieri

Also Present: Chief of Staff Mr. Daniel Nelson, Director of Finance Maria Pires, Town Attorney Edward Walsh, Chairman of the Trumbull High School Building Committee Mr. James Nugent, Mr. Al Barbarotta of AFB Construction Management, and Mr. Brian Holmes of O&G Construction.

The Chair announced two upcoming Town events:

Sunday, September 11, 2011 at 2:00 at St. Stephen's Church on RT. 25 there will be a 9-11 Ecumenical Service held.

The 33<sup>rd</sup> Trumbull Arts Festival will be held on Sunday, September 18, 2011 from 10:00 a.m. to 4:00 p.m. (rain or shine). Please refer to the Town website for further details.

Approval of Minutes:

Moved by Ms. Thornton, seconded by Mr. DelVecchio to Table the proposed amendments to the 08-01-2011 Meeting Minutes. VOTE: Motion Carried 10-8

DISCUSSION ITEMS:

Trumbull High School Building Committee Update:

*Chairman's Report:* Chairman James Nugent reported the summer schedule was met. Thanks to a well timed hurricane the project gained an additional week for construction. The construction crews were able to work through the week the school was closed. The school opened safe and occupiable on September 6, 2011 and the project is pressing on. The project is on schedule. The Smart-boards did not arrive but will be arriving soon. The administrative area is occupied. The project is moving into its final 12 months of construction.

In response to Mr. DelVecchio, Mr. A. Barbarotta stated the main roof is fine; the upper roof did have an issue with regard to this past winter's snow removal. That roof will be replaced under warranty; there are many patches on that roof, there were no significant leaks during this past hurricane. One of the classrooms, the food lab, had a storm related issue which is still being addressed.

*Owner's Rep Update:* Mr. A. Barbarotta stated that if anyone had come to tour the school the week before it opened, it would have been difficult to believe that the school would be able to open on time. There have been many tests to get to where they are now: a major mechanical failure took place, a huge air conditioning unit's balancing weight fell off the unit, the fan disintegrated, there was steel all over the area, the coil was pierced, fluid went through the finished media room ceilings, lights and the alarm system shorted out, areas that the project had planned on not having to go back into again suddenly had to be repaired, there was a minor earthquake in CT followed by Hurricane Irene but the project persevered. Everyone pulled together and readied for the hurricane and as a result of their efforts nothing came off the roof, they lost power for one day. The additional week allowed for additional work to be done that otherwise would not have been done until a few weeks after the start of school, such as the gymnasium bleachers were completely installed instead of the one side that had been planned, ceilings were installed and closed. The project's goal was to be clean safe and occupiable and would have been so even if the hurricane had not hit the area. The Fire Marshal, Building Official and Health Director all determine whether the school is clean safe and occupiable. The kitchen is impressive. The project continues to work and move forward, the intercoms, alarms and clocks are working. C-house principle office's flow is being adjusted. A and C house will be back together. B-House is scheduled to be worked on next summer. The school is ready for a tour; the floors are not as shiny as they have been, although the school is clean. Next time this year, we will be able to say we are wrapping the project up. The project is on schedule and will be working a second shift for the rest of the year.

The Chair commended the Town's Officials for their dedication to getting the school open. Mr. A. Barbarotta agreed and noted that it was a great team effort.

In response to Ms. Mark, Mr. A. Barbarotta stated that gymnasium lockers are not completed yet, it was agreed that the focus would be the team rooms and the locker rooms associated with the Team

Rooms. The gang showers were not ready and were not a top priority due to the fact that they are not usually used. At the completion of the project there will be no fewer lockers than what was there when the project began. The new lockers are shorter and stacked; it appears that there is less due to the new configuration. The fan unit that failed will be repaired under warranty. There will be no cost associated with the repair.

*Trumbull Babe Ruth State and New England Tournament:* The Chair commended the young men on the Trumbull Babe Ruth baseball team for an outstanding season. Trumbull has had an outstanding run on successful athletic programs. Our Trumbull Babe Ruth team won the state tournament and went on to the New England Tournament where they were competing the last couple of weeks. The season ended without a Championship at the New England level. Trumbull is proud of them and congratulates them and their families, coaches and staff on a successful season and bringing home another source of pride for our Town.

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The Chairman exercised his right not to vote unless otherwise noted,

BUSINESS:

1. RESOLUTION TC23-179: Moved by Ms. Bellows, seconded by Mr. London.

BE IT RESOLVED, That McGladrey & Pullen, be and the same, is hereby appointed as the Independent Auditor for the Town of Trumbull for fiscal year 2011-2012.

Committee Report: the Finance Committee met on August 30, 2011 and voted unanimously to amend the resolution and voted unanimously as amended.

The Chair recognized the Committee Report as an amendment.

Moved by Mr. London seconded by Mr. Ciocci to amend RESOLUTION TC23-179 to read as: BE IT RESOLVED, That McGladrey & Pullen, be and the same, is hereby appointed as the Independent Auditor for the Town of Trumbull for the audit of fiscal year 2010-2011.

VOTE: Motion CARRIED 17-0-1 (Abstention: DelVecchio).

In response to a question from Ms. Mark, Ms. Pires explained that the after the bids were received all seven (7) bids needed to be reviewed, subsequent to that and since the Town Council is the appointing authority, they wanted the Town Council to be included in the interview process. In 2008 an RFP was done and two members of the Town Council Finance Committee interviewed the auditors. This year they were not able to get a definite date from the committee as to when to meet, the only time that the committee was able to agree to meet was on August 3, 2011. It was determined by the committee; due to time constraints McGladrey & Pullen would be the best to perform this audit.

In response to a question from Ms. Thornton, Ms. Pires stated it was determined that the staff, herself, Mr. Sirico and two members of the Town Council Finance Committee were needed to meet. Ms. Pires stated that most likely the Town will go back out to bid next year.

The Chair clarified the Finance Committee minutes noting that the Town could go back to these bids if done so within a year.

In response to Ms. Mark, Ms. Pires stated the Town will go out to bid next year in February or March of 2012.

VOTE: ADOPTED as amended 17-0-1 (Abstention DelVecchio)

2. RESOLUTION TC23-181: Moved by Ms. Evangelista seconded by Mr. London. By unanimous consent the Town Council waived the reading of the list of account numbers and amounts.

BE IT RESOLVED, That \$285,454.00 is hereby appropriated from Town Hall- Contingency 01013800-501116 (Fiscal Year 2010-2011), for the settlement of the MATE and Highway and Parks union contracts and one (1) additional day worked in this fiscal year by all employees. (See Attached).

The Finance Committee met on August 30, 2011 and voted unanimously.

In response to Ms. Mark's question Ms. Pires stated that the Technology line item in the amount of \$23,261 represents the Mate contract that had been settled in 2010. By contract the MATE employees received a 2.95% increase. The anticipated amounts were budgeted for in the Contingency account. The Technology line item represents two employees.

In response to Mr. DelVecchio, Ms. Pires confirmed that after all of the payments are made there will be a balance of \$30,000 in the Contingency account.

VOTE: Adopted 17-0-1 (Abstention: Mark)

3. RESOLUTION TC23-182: Mr. DelVecchio, seconded by Mr. Pia. By unanimous consent the Town Council waived the reading of the individual accounts and amounts.

BE IT RESOLVED, That \$331,549.45 is hereby appropriated from the Available General Fund (Fiscal Year 2010-2011) (See Attached).

The Finance Committee met on August 30, 2011 and voted unanimously.

In response to Mr. DelVecchio, Ms. Pires stated that the Town is self-insured for Workman's Comp and has coverage for claims in excess of \$500,000. It has always been that way. Ms. Pires stated that she has been analyzing this account for some time. The Police and BoE are a large amount of this. The BoE includes teachers, para-professionals, kitchen, and custodians. Currently the Highway Department is conducting mandatory safety training. Ms. Pires confirmed that OSHA has been contacted by the Town to provide additional safeguards for the Town.

Ms. Testani spoke in favor of an employee recognition program as implemented in another nearby municipality; which results in fewer workmen comp claims but more importantly results in much less lost time, which is large cost issue. The program was implemented across the board, Town, BoE, Police, EMS and Fire; both the EMS and Fire Departments were also volunteer departments in this other municipality.

In response to Ms. Thornton, Ms. Pires stated that at the time the budget is being prepared, the amounts can only be estimated. Since Ms. Pires has worked for the Town there has only been one claim that was over the \$500,000.

In response to Mr. Jenkins, Ms. Pires stated that CIRMA is the third party administrator. Based on CIRMA's report, \$300,000 of this amount is generated by the Police and \$271,000 is generated from the BoE. The \$256,000 amount represents the amount over budget. The police claims include heart and hypertension.

Ms. Mark noted that many of the claims come in before April when the budget is being set.

Ms. Evangelista thanked the Town and the Director of Public Works, John Marsilio for conducting the safety training, noting that many businesses provide this type of training, (i.e. Con Edison). Ms. Pires stated that the Town started the safety training approximately two months ago.

Ms. Lamberti clarified that this resolution represents the 2010-2011 Fiscal Year. The claims represent a time period which ended in June 2011. The budget process began in 2009 not this past year.

In response to Mr. Scinto, Ms. Pires stated the Town has always covered the BoE workers' comp, the BoE does cover the lost time portion.

In response to Mr. DelVecchio, Ms. Pires stated that the Town is looking at being fully insured. There is a reserve account kept every year, the reserve is determined by an actuary and the reserve is adjusted at the end of the year.

The Chair clarified that the budgeted figure of \$656,000 acts as a Contingency account because there is no encumbrance against it going into the fiscal year.

In response to Mr. Meisner, Ms. Pires stated that she did not have the historical data available at this meeting. Ms. Pires stated the current budgeted amount is approximately the same amount. The Town can not predict what claims will be coming in and at the same time does not want to over budget. Mr. Meisner voiced his concern that the Town may not budget enough for these types of items which results in taking funds from the Town's savings account. Ms. Pires stated that the large claims are the heart and hypertension claims which does not routinely occur.

Ms. Waizenegger stated that actuaries have been trying to figure out this from the start of time, claim volumes fluctuate; it is not a perfect science. It will never be a line item you can budget for perfectly.

VOTE: ADOPTED 17-0-1 (Abstention: Mark)

4. RESOLUTION TC23-183: Moved by Ms. Waizenegger, seconded by Mr. Pescatore.

BE IT RESOLVED HEREIN, That the Trumbull Town Council hereby adopts a comprehensive purchasing and bid procurement policy with an effective date of October 1, 2011.

Committee Report the Legislation & Administration Committee met on 08-31-2011, there was not a quorum therefore no voting took place.

Mr. Rotondo arrived at 9:02 p.m.

Ms. Pires confirmed for Mr. Meisner that the Purchasing Policy would apply to all Town departments including the WPCA.

In response to a question from Mr. Pescatore, the Chair stated that Town Council rules do not require a committee meeting or a committee vote on any resolution; business can go straight to a council agenda without committee activity.

The Chair clarified that L&A did have a quorum, there were four (4) members present, but only had three (3) voting members present. This business is properly before the Town Council.

Ms. Mark spoke in favor of the Purchasing Policy draft but did note that it is vague in a few sections.

VOTE: ADOPTED 18-0-1 (Abstention: DeVecchio)

5. RESOLUTION TC23-184: Moved by Mr. Ciocci, seconded by Mr. London

BE IT RESOLVED, that Timothy M. Herbst, First Selectman of the Town of Trumbull be and the same, hereby is authorized to sign and execute on behalf of the Town of Trumbull a personal service agreement with the Connecticut Department of Transportation for the STP Urban Transportation project 144-H015, the paving of Merritt Boulevard.

Committee Report the Legislation & Administration Committee met on 08-31-2011, no voting took place due to the fact that there were only three (3) voting members present.

Mr. Nelson read the proposed amendment incorporating the State's suggested resolution language.

Moved by Mr. London, seconded by Ms. Testani to amend RESOLUTION TC23-184 to read as: RESOLUTION TC23-184: BE IT RESOLVED, that Timothy M. Herbst, First Selectman of the Town of Trumbull be and the same, hereby is authorized to sign and execute on behalf of the Town of Trumbull an agreement with the State of Connecticut Department of Transportation for the construction, inspection and maintenance of the Merritt Boulevard Pavement Rehabilitation Program State Project No. 144-190.

VOTE: Motion to amend Carried unanimously.

VOTE: ADOPTED as amended 17-2 (Against: Ciocci and Pia)

There being no further business to discuss and upon motion made by Mr. Helfrich, seconded by Mr. DeVecchio the Trumbull Town Council adjourned by unanimous consent at 9:10 p.m.

Respectfully Submitted,

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Margaret D. Mastroni, Town Council Clerk

Attachments:

Attachment A.

RESOLUTION TC23-181:

First Selectman - Salaries FT	01010400-501101	851.00
First Selectman - Salaries PT	01010400-501102	198.00
Tax Assessor-Salaries PT (Retro and incr hrs for PT due to retirement)	01011600-501102	11,018.00
Tax Collector - Salaries FT	01012000-501105	7,464.00
Purchasing-Salaries FT	01012200-501101	262.00
Treasurer-Salaries FT	01012400-501101	82.00
Technology - Salaries FT	01012600-501101	23,261.00
Human Resources - Salaries FT	01013000-501101	2,418.00
Employee Benefits-FICA	01013400-511150	62,599.00
Town Clerk - Salaries FT	01013600-501101	6,487.00
Custodial - Salaries FT	01014000-501101	7,388.00
Custodial - Salaries OT	01014000-501105	477.00
Custodial - Serv-Ancillary (vacancy used service)	01014000-522203	4,951.00
P & Z -Salaries - FT	01014200-501101	737.00
P & Z -Salaries - PT (Zoning Enf Officer)	01014200-501102	15,396.00
Police-Salaries - FT	01022000-501101	11,591.00
Fire Marshal - Salaries FT	01022800-501101	4,824.00
Fire Marshal - Salaries OT	01022800-501105	1,242.00
Building - Salaries - FT	01023200-501101	4,303.00
Building - Salaries - PT	01023200-501102	5,613.00
Building - Salaries - Seasonal	01023200-501103	4,352.00
Building - Salaries - OT	01023200-501105	5,182.00
PW Dir - Salaries FT-Francesse final payout	01030000-501101	3,732.00
PW Dir - Salaries OT-Due to Francesse Resign	01030000-501105	942.00
PW Dir-Due to Francesse Resign	01030000-522203	763.00
PW-Bldg Maintenance-Salaries FT	01030200-501101	10,045.00
Engineering-Seasonal Temp	01030500-501103	2,600.00
Engineering-OT	01030500-501105	5,854.00
Counseling Ctr - Salaries FT	01050200-501101	11,034.00
Non Public School Nurses-Salaries-FT	01060400-501101	6,694.00
Libraries - Salaries FT	01070000-501101	36,703.00
Recreation - Salaries FT	01080400-501101	7,365.00
Parks-Salaries FT	01080600-501101	18,880.00
Tree Warden - Salaries FT	01080800-501101	84.00
Arts Commission - Salaries PT	01080900-501102	62.00

Attachment B.

RESOLUTION TC23-182:

Town Council - Legal Notices	01010000-545501	5,694.44
Purchasing-Legal Notices	01012200-545501	1,931.46
Employee Benefits - Workers Comp	01013400-511152	254,960.00
Planning and Zoning-Legal Notices	01014200-545501	6,317.64
Zoning Board of Appeals-Legal Notices	01014400-545501	1,669.00
Central Dispatch Comm-Service Clerical	01022500-522201	540.00
PW - Building Mtce - Gas/Oil	01030200-567701	55,876.91
Tree Warden - Emergency Services	01080800-578806	<u>4,560.00</u>