

**Finance Committee of the Trumbull Town Council
Department Budget Hearings
March 20, 2012**

CALL TO ORDER

Chairwoman Debra Lamberti called the meeting to order at 7:05 p.m. at the Town Hall, Trumbull, Connecticut all present joined in a moment of silence and the Pledge of Allegiance.

Present:

Debra Lamberti, Chairwoman
Jane Deyoe
Mark LeClair
John DelVecchio, Jr.
Gregg Basbagill
Ann Marie Evangelista
Tony Scinto, Vice-Chairman (arrived at 8:32 p.m.)

ABSENT

Vicki Tesoro

01060600 Business Education Initiative

John Annick

Mr. Annick explained that BEI has three parts:

1. They are the quasi landlord for the Helen Plumb Building. The utilities for the building are included in this budget and are allocated by the Finance Dept.
BEI has been in existence for 16 years and is in a state of change. A new Director has just been appointed. Mr. Annick reviewed the BEI newsletter with the committee. The town of Trumbull BEI has 3 general meetings.
 - 522204- CONTRACTUA - \$4,000 - Administrative - \$1,000 is for the secretary to record the BEI minutes and the Trumbull Community Television Advisory Committee. \$3,000 - Director's stipend.
2. BEI's primary purpose is to help students K-12 in the Town of Trumbull know more about the work world through career exploration and events. The mini grants support educators. This year BEI has approved 29 grants (\$22,000).
3. The Trumbull Educational Channel - They have been operating for 9 years under Charter, channel 17 and under ATT U-Verse, channel 99. BEI covers 12-13 committees throughout Town. They worked with the state legislators and were able to obtain a \$43,000 grant for Trumbull for a new projector and screen in the Council Chambers, 3 camera system for the BoE and a video on demand system. The video on demand system will allow the superintendent to communicate with his schools and in September when this is operational it will permit them to upload to the internet allowing them to have live coverage. They have appealed to Charter to run a line from the Town Hall to their studio which would also allow for live coverage. The Strategic Initiative was distributed to the committee. Mr. Annick explained the Studio Director is under the educational system, half of his pay is for the studio the other half is to be the audio visual for the high school and the new auditorium has been added to his responsibilities.
 - 522202 - SVS - PROF - Videographers pay. Student videographers are paid \$15 per hour after a year they are increased to \$18. There are ten videographers total. Three are full-time videographers, one is a senior, one is an amateur and 4 students.Staffing is needed to be put in place. The individual will be part time and will be both the Executive Director and Producer.
 - 522205 - Program EXP - \$10,000 was an omission, but has been put back in the budget by the BoF, the First Selectman and BoF recommended putting the omitted funds back in the budget. A total of \$14,000 is budgeted for the part time Executive Director/Producer this will be paid on a per hour basis. The remaining accounts are for office supplies and for plaques given out at the recognition event. The studio is being moved to the first floor of the high school which will allow weekend access.They are still working on operation funding from Charter, they are working with PURA to learn more about these monies. Mr. Annick confirmed for the Chair that the budget with the \$10,000 added back by the BoF will be fine.

Emergency Medical Services

01022800 Fire Marshal

Megan Murphy

Ms. Murphy reviewed the YTD fees and comparison with last year's fees. As of today the department has brought in \$36,000.

- 501105 - OVERTIME - Requested an increase because this year they will be in the negative by \$2,000. Westfield did owe the department \$2,800 for OT expenses and they had just received that check. Last year they requested \$10,000 it was reduced to \$8,000. Ms. Murphy requested an increase trying to set a realistic budget so that she does not have to come back for a supplemental. The hurricane and the 2011 snow storms impacted the 2011-2012 fiscal year.
- 501888 - UNIFORM ALL - The increase represents fire gear replacement. The gear needs to be replaced every ten years by law, this past due; Ms. Murphy reviewed the quote included in her packet. The quote is less than the state bid cost.
- 578802 - EQUIPMENT - This increase represent the requirement by the FCC to narrow band of the radios. This is mandated for January 1, 2013 and has to be completed by December 31, 2012. This is a safety issue.
- 581888 - CAPITAL OUT - The \$1,200 represents the purchase of radio and emergency lights for the newer refurbished 1996 crown victoria.

01022824 Fire Hydrants

Megan Murphy

Ms. Murphy explained that the Deputy Fire Marshal has gotten in touch with Aquarian and is in the process of auditing the bill. \$5,000 in savings has been realized so far. This line item represents the maintenance of the private hydrants: painting, the yearly flushing of the hydrants and water usage. The fee is about \$1,000 per hydrant. There are 1,296 hydrants plus the additional charge for the water usage of the hydrants.

01022600 EMS

Barbara Crandall, Michael DeVecchio and John Butkus

- 501102 - PART TIME - Increase in PT staff is as a result of the audit conducted by the Internal Auditor, this will result in not giving away calls to Mutual Aid. The departmental request was \$100,000. The First Selectman reduced the request by \$30,000. Per the request of the Chairman of the BoF an increase of \$30,000 was requested to raise the base pay for the Trumbull EMT's so that they are more competitive in their pay scales. There are services that pay the EMT's \$17, \$18 and \$19 per hour. Trumbull EMT's start at \$15 per hour. Currently EMS gives away 1/4 of their calls because they do not have coverage during the day. If they were to cover 90% of their calls v. the 75% they are currently covering that would represent a significant increase in revenue. They have brought in just short of a \$1 million year to date. This time last year they were \$350,000 short of \$1 million. The increase of \$110,000 is to hire additional personnel; part of the \$110,000 will allow them to be more competitive in the base pay. The employees are only allowed to work up to 19.5 hours. Past practice they were allowed to work up to 35 hours after signing an agreement approved by labor counsel. All EMT's that work in Trumbull have to be certified.
- 522202 - PROFESSION - They would like to change to C-Med Dispatching, \$60,000 would cover one year of dispatching and start up fee (\$10,000) this would be a recurring fee of \$50,000. This will result in a better coordinated effort between their mutual aid resources and their dispatching information and technology. The system they have now is all hand fed paper and pencil. This is computerized dispatching and is a regionalized system allowing for them to maximize their resources.

01023200 Building Official

Graham Bissett

Last year a full time position was approved but had decided to try to get by with a part time position, it has been working out tremendously, they were able to save ½ pay and all of the benefits. They are now able to finish a job from the initial phone call to completion in 3-4 days, last year it took two weeks. Mr. Bissett distributed and reviewed a list of on-going commercial projects to the committee, residential projects are not listed. Year to date they have brought in \$414,000 in permit fees, last year at this time they were at \$371,000, and would anticipate \$650,000 for the total year.

- 501101 - FULL TIME - The MATHAS contract is in negotiation, increases are held in a contingency account. The secretaries are in the MATE union, one secretary is on the top step, the clerk is not therefore she would get a step increase in addition to the contracted increase, once you get to the top step then you

just get the contracted increase. The Blight Officer is being aligned with the P&Z Department and will combine the Blight Officer and the Zoning Enforcement Officer positions as one position under the P&Z Department.

Recreation/Community

01080900 Arts Commission

Emily Areson

No increase in the budget since 19999 with the exception of salaries. In 2009 she started charging for the cabarets and have been very well received. They used to do 5 programs and now do 10 programs and has generated \$9,072. The \$9,000 is used towards the cabarets. The next program is the Kerry Boys, an Elvis Impersonator is coming in a couple of weeks. They had 48 special needs people who wanted to attend the Elvis show that they could not accommodate. The Elvis impersonator has volunteered an additional show for them free of charge. He normally charges \$1,500 per hour. Ms. Areson invited all present to come the programs they are held at the Senior Center but are open to people of all ages.

01050400 Youth Commission

Meriel Cornell and Mary Joan Wright

Ms. Cornell explained last year's budget was reduced; they lost momentum and cancelled programs. The TYA summer program has been very successful and would like to get back to where they were so that they could move forward. The Youth Commission was going to be put in under the Recreation Dept. but that has not worked out. Their office is now at the Recreation Department. Last year they had wrapped the budget into the recreation department but now it has separated out. It is much simpler to keep the budgets separate. Theatre Arts is cultural and also a social outlet that this fills a gap for programs for the children in this age bracket. They reviewed the events cancelled last year and their focus for this year with the committee. They are getting positive feed back. They would like to have a fall community theatre to involve the whole community. A musical production costs approximately \$35-\$40,000. Most of their funds are raised through fundraising they only need the hours to produce the program and are not asking for an increase. At the holiday time they believe they could sell out the THS auditorium, they just need the funds to start and be able to pay the bills as they go.

01080400 Recreation

Mary Markham

Ms. Markham indicated that there had been no change with the exception of Transportation.

- 567703 - TRANSP-TRV - The transportation allotment had been increased to 55.5 cents per mile from .45 cents per mile mid year creating a shortage. This is for the pool and the playground supervisor that drive throughout Town.

The cost for an additional open swim on a Friday mornings is not an issue; the issue is being able to find an adult lifeguard available to work during the day. The Hillcrest pool is closed due to the balance tank springing a leak they are going to try to get it racked so that they get through to the summer.

(Mr. Scinto arrived at 8:32 p.m.)

01012600 Technology

Bill Chin

- 581888 - CAP OUTLAY - the reduction was based on license that was not needed and had only found out after Mr. Chin had submitted his initial budget to the First Selectman. He had made the BoF aware of this and requested the reduction of \$12,000. Computer work stations were reduced by \$25,000. Mr. Chin had budgeted for more, but was reduced based on the fact that they felt that not all of the work could not be completed in this fiscal year.

The encoders were not included in this budget, BEI is in the process of working on the connectivity between the Town Hall and their studio to be able to stream video live. They are now working with Charter to see how this could be accomplished. Town Hall is the hub for all the buildings in Town. There are 7 buildings on the WAM, Recreation will be hooked up next month. They are using a wireless bridge currently and will be using fiber. They would like to put the back up site at the Senior Center, construction costs were not included in the budgeted amount, that is why it had not been built yet. All of the internet goes into the Director of the Senior Center's office, therefore they will need to rewire because they can not put the servers in the same office.

- 501101 - FULL TIME - There is unspent money in the current fiscal year budget for two positions for 6 months.

Provided the position is approved they could use some of the current fiscal year's salary to fund the position in this fiscal year. The budget vote is scheduled for April 9, 2012.

They are trying to replace the computers that will not support Windows 7 before 2014. There are approximately 100-120 computers that need to be upgraded to Windows 7, the approximate cost to upgrade is approximately \$1,000 per work station, \$100-\$150,000 plus licensing fees. The BoF had been discussing bonding the expense along with the school system and the police department. Microsoft is ending support with Windows XP which results in security issues, there will be no more upgrades available. This will invite hackers. The \$150,000 is only for the Town side there are many more computers involved. MUNIS is compatible with Windows 7.

There being no further business to discuss and upon motion made by Mr. DeVecchio, seconded by Mr. Basbagill the Finance Committee of the Town Council adjourned by unanimous consent at 8:47 p.m.

Respectfully submitted

Margaret D. Mastroni
Town Council Clerk