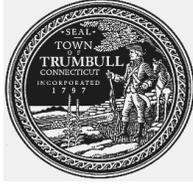


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FINANCE COMMITTEE  
MINUTES  
February 26, 2013

The Chair called the Finance Committee to order at 7:06 p.m. All present joined in a moment of silence and the Pledge of Allegiance.

The Clerk called the roll and recorded it as follows:

Present: Debra Lamberti, Chairman, Tony Scinto, Vice Chairman, Jane Deyoe, Mark LeClair, Vicki Tesoro and Gregg Basbagill.

Absent: Ann Marie Evangelista, Alternate and John DelVecchio, Jr., Alternate.

Also Present: Director of Finance Maria Pires, Chief of Staff Elaine Wang, Director of Public Works John Marsilio, Director of Planning Jamie Bratt and Town Council member Martha Jankovic-Mark.

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1. RESOLUTION TC24-111: Moved by Mr. LeClair, seconded by Ms. Deyoe.  
BE IT RESOLVED, That the reappointment by the First Selectman of Steven Mahlstedt of 60 Stemway Road, be and the same is hereby appointed as an alternate member of the Planning and Zoning Commission for a term extending until December 7, 2015.

Mr. Mahlstedt was not able to attend this meeting.

Moved by Ms. Deyoe, seconded by Mr. LeClair to send without recommendation.

VOTE: Motion Carried unanimously.

2. RESOLUTION TC24-113: Moved by Ms. Tesoro, seconded by Mr. LeClair.  
BE IT RESOLVED, That \$2,782 is hereby appropriated from the Fund Balance to Tax Collectors-Salaries-OT 01012000-501105.

Ms. Pires explained that this is for the Tax Collector's department they incurred overtime from the period of July 1, through July 31<sup>st</sup> for the 2012 fiscal year. Ms. Pires confirmed for Ms. Tesoro asked if this was the item that had been left off the agenda last month and had been part of the request for the upgraded part time position.

VOTE: Motion CARRIED unanimously.

3. RESOLUTION TC24-114: Moved by Basbagill, seconded by Mr. LeClair.  
BE IT RESOLVED, That \$29,297 is hereby appropriated from the General Fund to Planning and Zoning-Professional Services 01014200-522202.

Ms. Bratt indicated that in June of 2012 the Town issued a purchase order (PO) to Planinmetrics in the amount of \$53,325 for ongoing work related to the Plan of Conservation and Development. This plan is required to be upgraded every ten years per the State of CT statute. The PO was fully funded in the 2012 fiscal year budget, \$14, 028 has been spent with \$39,296.66 remaining. The POCD update process takes 12-15 months; therefore the total sum of funds should have been allocated across 2-3 budget years. In recent discussions it was agreed for transparency and accuracy of accounting it would be best to return the balance of the PO to the General Fund and reallocate through a supplemental in the 2013 fiscal year and also put the remainder in the 2014 budget currently under review. This is not a request for any additional funding to what had already been approved in the PO but it is a request as a supplemental in the current fiscal year budget in the amount of \$29,297.

Ms. Bratt confirmed for Mr. LeClair that the funds had been returned to the General Fund and are re-appropriating them back to this. \$10,000 was also reserved in 2014 budget.

Ms. Bratt clarified for Mr. Basbagill that this happened at the end of the 2011-2012 budget year. Ms. Pires indicated it had been encumbered in 2012 because it was a contract in place because she did not spend all of the money it was turned back to the General Fund and a new PO would be issued in the current fiscal year. The Chair clarified that additional money had been spent it has just been moved around. Ms. Pires agreed.

VOTE: Motion CARRIED unanimously

4. RESOLUTION TC24-116: Moved by Mr. LeClair, seconded by Mr. Scinto.  
BE IT RESOLVED, That the Five Year Capital Improvement Plan for the Town of Trumbull is hereby approved.

Ms. Pires stated that Five-Year Capital Plan includes all of the needs of the Town to be done in order to get funding from the State for LOCIP and other grants. Some of the needs were established by the Antinozzi report of 3 years ago. If a project is not in the plan it would not be eligible for LOCIP. Mr. Marsilio explained that there are projects in the plan that must be approved by the council for it to be eligible for grant money. The way the plan is laid out is required in to get the approval. The State will ask for approval by the council for specific projects, depending on the year of construction it has to be in the plan, occasionally they ask for design services as a front load to the expenses, that becomes part of the Town's match, the portion the Town is obligated to contribute to the project, (usually 10% of the project). The plan includes the 5-Year plan for the BOE and the Enterprise Funds.

Mr. John Marsilio explained for Mr. Scinto that Merritt Blvd. has been paved; they are not sure where the emergency exit will be yet, it may be at the end of Commerce Drive. It will probably be a 1½ lane unpaved gravel drive. This has been brought up by the tenants and needs to be addressed, they will go the State for approval and will explain that this emergency exit would never be used unless absolutely necessary. It would be a driveway right on to RT. 8. This is necessary because Merritt Blvd is the longest cul-de-sac in the State, if a tree were to fall down and block the road there would be no other egress available and vice versa no one could get in. This is a highly sensitive group of tenants. In response to Ms. Deyoe, Mr. Marsilio indicated the estimate is what they think the State may ask of them, they do not know the details yet. This is the Town's vision of its capital needs for the next five years. The plan serves as an opportunity for the Town Council to see the plan and an opportunity for him to address and explain the Town's capital needs.

## ROADWAYS:

*CY 2013 - \$4,658,782*

Mr. Marsilio reviewed the Roadway Paving section of the plan with the committee in detail. Almost all of the roadway paving, with the exception of the last 2 items, is the Contract IV-North Nichols sewer project for this fiscal year 2013. Mr. Marsilio explained to Ms. Deyoe when he first started working for the Town Contract IV was 35% complete. Contract IV was dealing with the defects in Contract III (pavement settlement issues and cracks). The details used in Contract III would not be suitable long term roadways. He explained his concerns to the WPCA and that the best course of action would be to build a 20-year road, WPCA would pay their share and the Town would pay the remainder. The details used in Contract III were also specified in Contract IV. This was one application used on all roads, that is not the way it should be handled and ultimately they did not use the same detail in Contract IV. They tested how much asphalt was on the roads and determined what application is suitable to restore the roads in a fashion that would make them last 20, 30 or in the case of some cul-de-sacs 40 years. Three major arteries were done last year, Shelton Road, Huntington Tpke. and Booth Hill Rd, no construction application was the same for each of the roads. They did what was best for each individual road. If they had followed the simple detail as it was in Contract III, which was to curb mill and put 2" on asphalt on the road, it would have been disastrous. There were floating concrete slabs through the saw cut would cause differential settlements. What was scheduled to be a \$280,000-\$300,000 fix became a million dollar fix. When they did Huntington Tpke., the State oversaw the project, and they said no we are not going to curb mill each side and put 2" of asphalt over, the State builds their roads for 30 years, and so what was scheduled to be \$120,000 fix became a \$350,000 fix. On Booth Hill Road where appropriate they reclaimed the road. The question was raised as to what was the WPCA's responsibility and what was the Town's. He was not there to set policy only to explain how he has to do this work to best preserve the Town's investments. The plan includes a \$4,658,000 cost for the roadways for 2013. If WPCA exhausts its bond authorization there would be a \$2.5 million request in this budget. There are obligations with this number that are the WPCA's, whatever was in the contract that would have been dedicated to paving and restoration is still theirs and they still own it. It is included in this plan because it was taken out of the contract because if the contractor was asked to perform the paving in the fashion that it should be, it would have cost \$2 million more than this \$4 million. Mr. Marsilio explained to Ms. Tesoro if their constituents' asphalt fails it will need to be put on the capital plan to be done correctly. There is asphalt failing everywhere in Contract III, Daniels Farm Road and Quaker Lane have had to have asphalt put down already, Daniels Farm Rd. is failing after only 4 or 5 years. It is not a matter of what do you say to your constituents, the question is what do you say to the people in Contract III? What portion will be absorbed by the WPCA and what will require further bonding is something that will have to be determined when all the costs are in. Mr. Marsilio confirmed for Ms. Deyoe that Mark IV was responsible for doing the paving in Contract III, all of the paving was taken out of Contract IV except Huntington Rd., was a State Rd. Mr. Basbagill questioned who made the decision to change the scope of the contract. Mr. Marsilio stated the contract is done, it was difficult at best, the pipe work is finished and they had to pay millions of dollars to make sure that the investment did not have the same problems that still exist in Contract III. Problems we have to pay for if they do not prevail in the lawsuit. This is the cost of the project to do this correctly, and represents what remains for this contract to be completed. There is money left in the bond authorization that addresses this portion but he could not tell the committee how much that is. This will exceed the bond authorization. Ms. Tesoro stated the homeowners have been assessed. Mr. Marsilio stated that the WPCA had decided what was the WPCA's responsibility and went forward. That is a policy decision he was not part of. In response to Mr. Basbagill Mr. Marsilio confirmed that portions of the 21012-2013 Capital roadway projects did get done approximately a half dozen. The very first road they were going to do was Roosevelt, they camera tested it before paving and \$200,000 of defects were found, it was the same for Heavenly Lane, there is money to be dedicated in the budget to camera test very road that has a sewer line it before they pave it. Stonehouse Road was paved 9 years ago after camera testing it was found that nine chimneys had to be replaced to the tune of \$200,000, the road cost almost \$1 million to

repave it. It is endemic of the quality of work that was accepted in this Town, the detail on the plans that was inadequate and the lack of oversight that the work the Town paid for was protected. This is throughout this Town and is the millions of dollars that you will see in this plan year after year. It will not be seen in Contract IV, not on his watch it is going to be done right or he does not want to do it, he did not create this he is trying to cure it. Mr. Marsilio explained to Ms. Jankovic-Mark there is one right way to pave the roadways but there are many different ways to do it right. The right way is to do subsurface investigation, do core borings see how much asphalt is there, get an idea of the soil underneath and then look at the contours & geometry and then determine the best course of action for that particular roadway. That is how Stonehouse was done. They even had a gas line put in from Madison Avenue to Main Street.

Mr. Marsilio reviewed each line item in detail with the committee as follows:

PUBLIC FACILITIES CAPITAL - Page 8

*Trumbull Library:*

- *Boiler Replacement - \$54,000 CY 2013*
- *Sustainability/Energy Conservation-\$243,000 CY 2013* - These are partnerships with the U.I. They are not sure if they will be able to get the full grant from the U.I. for the boiler, but the \$243,000 is something they will get in a partnership with the U.I. All of the lights in the Town Hall have been replaced at a cost of \$195,000 as well as new thermostats and controls, and had a forecast of a 3.1 year payback; the U.I. gave them a \$76,000 grant and financed the remainder at 0% financing to be paid for out of their energy savings. They are currently saving \$25,000 per year in the Town Hall and will have a pay back in 2.66 years which is a \$25,000 savings that will go into the General Fund; this is real money not being expended. The same was done at the police department; the savings there is \$40-45,000. That is going to be 1.6 year payback. The program cost the Town nothing. This \$243,000 is one of those programs. Because the boiler is gas boiler and is not electric and U.I. owns the gas company they are going to make a pitch that it is energy savings and will try to get a grant for the boiler. The \$243,000 is not a request for funds it is an item that has to be part of the Capital Plan. Under the Town Hall section of the plan -HVAC \$110,000 is referring to the same program, Ventilation & Exhaust \$68,000 is the same program. The only monetary request for Town Hall is \$150,000 for security and an entry system. On page 9 under Town Hall-Lighting and Occupancy Sensors- \$29,500 is the same program. The Town is not asking for this to be bonded.
- *Police Headquarters:* Mr. Marsilio reviewed the Police Headquarters items briefly and suggested that they speak to the Director of Technology on the Server Room item. The occupancy sensors is the U.I. Partnership program previously described. Ms. Wang stated the server room is back up for EOC.
- *Senior Center:* Thermostats at a cost of \$3,000 were replaced six months ago, they have saved \$4,800 to date and have paid for themselves in four months.

*Public Works Yard:*

- *Locker Room Renovations - \$20,000 CY 2013* -Mr. Marsilio would like to do some renovations there for the workforce, it disturbed him during the last storm that there was not place to take a shower or rest. He can not say enough about their efforts during both Storm Sandy and Nemo; something has to be done for these workers. The \$20,000 is for an evaluation of what can be done. In the following year there is place holder of CY 2014 *Locker Room Renovations* \$50,000-They are not going to spend a lot of money.
- *Wash Bay- \$280,000 CY 2013*
- *Sustainability/Energy Conservation - \$29,500 CY 2013* - Partnership program with U.I.

*EMS Building:*

- *Electrical-Circuit Upgrade- \$28,000 CY 2013-* There is two types of services and has to be redone.
- *Sustainability/Energy Conservation - \$49,100 CY 2013-* Partnership program with U.I. Mr. Marsilio explained for Ms. Jankovic-Mark the costs associated is listed not as a charge to Trumbull but because every capital project has to be included in the 5-Year Plan. Ms. Wang further clarified that all projects are to be included in the plan regardless of how they are funded

FLEET EQUIPMENT - PAGE 12

*Highway-*

- *International 1900 Clamshell Brushdr - 1987 \$204,000 CY 2013:* This is the unit used daily from March through September to pick up the curbside bulky waste. This is one of the most demanded programs by reservation that Trumbull has. The bucket truck has to be replaced. Mr. Marsilio indicated for Ms. Tesoro that an evaluation of equipment is done every year. Ms. Wang added they do not plan on replacing equipment based on a shelf life they wait until it is broken beyond repair. Ms. Pires stated that the Capital Plan changes every year.
- *2355 051-105-23 Mower-1988 \$165,000 CY 2013-* This is tractor and mower that goes over the guard rails to cut all of that grass.
- *Snowplow/Sander-* Under this program at the end of 20 years the oldest plow will be 20 years. Not one of the plows had a catastrophic break down during the blizzard because the Town has recognized the need and has implemented this replacement program.
- *Truck Lift-\$45,000 CY 2013-* Last year this was a request for \$150,000 it has been put out to bid and a company was found they could purchase from for just under \$100,000 including the installation. They did put one in and instead of installing a second this represents a truck lift for a lighter truck.
- *Loader-Payloader/Backhoe- \$170,000 CY 2013 -* In the last storm they had only 3 loaders on the road, they had to go the transfer station for the old loader in order to be able to have a loader in each section of Town. They paired the trucks so when a truck got stuck this would pull them out. They can not rely on the loader at the transfer station; it is a 1984 vehicle and well beyond its useful life. These loaders are also useful during the hurricanes.

*Parks:*

- *Backhoe 310G Deere - \$124,000 CY 2013*
- *70' Bucket Truck with Chipper Box- \$200,000 CY 2013 -* They budget over \$100,000 per year for emergency and routine tree work. There is a plan to bring the work in-house, purchasing this truck and hiring one man; the staff would be the Parks Dept. There is a payback where a savings will be realized.

*Economic Development:*

- *Cooper Surgical - \$510,000 CY 2013-* Grant
- *Long Hill Green \$600,000 CY 2013 -* Match grant
- *Merritt Blvd-\$100,000 CY 2013-* Traffic safety calming. Ms. Wang added that there is a possibility that Unilever may contribute.
- *Quality Street - Microgrid - \$100,000 CY 2013 -* Grant, if the Town does not get the grant it will not be done.
- *Nature Center-* Renovations \$50,000 CY 2013- This amount could be decreased if they use Bullard Havens Tech for the HVAC.
- *Visitor Center-* \$100,000 CY 2013 & \$200,000 CY 2014- Leased building at the bottom of Church Hill Road. The State has supported this item; it would be the halfway mark on the Rails to Trails corridor. It would have restrooms, lightning protection and overhangs for people to get out of the weather and possible vending machines. The Town is on a list for \$576,000 in federal grant money for this, the State has supported this. They are confident that this will be looked at favorably.

\$100,000 is for design and environmental study, if they receive the grant this would not be lost money because this would go towards the match. If they don't get the grant they still have to do something there. There is no plan to have a full-time employee, Park Rangers can open and close it on the weekends.

- *Trumbull Center Design- \$195,000 CY 2013* - This is a match grant for the linking of the Rails to Trails Visitor Center to behind the shopping center with a bridge to Manor Drive. A boardwalk would be along the river. The project would approximately \$1.5 million to \$2 million; this represents a match portion (10%).

(Mr. Massaro left the meeting at 8:22 p.m.)

- *Rails to Trails \$654,000 & \$2,200,000 CY 2013*- This will reimbursed by the State this represents above and beyond are match.

#### *Park Improvements:*

- *Ranger Station Relocation \$100,000 CY 2013*- Location TBD - The Quarry Road location is the leading possibility. They will document any contamination from Bridgeport for the State; this will take some time before they are able to relocate the Park Ranger Station.
- *Tennis Court Surfacing - \$36,000 CY 2013 and CY 2013*- Maintenance agreement.
- *Invasive Plant Species Mitigation- \$60,000 CY 2013*- Army Corps of Engineers requirement for Contract IV, this will be paid out Contract IV funds. This is to offset the disturbance in the easements & pristine areas. This
- *Greenhouse Renovations- \$20,000 CY 2013*- Green house next toe Abraham Nichols barn, this is an attractive nuisance, and it either has to be repaired or taken down.
- *THS and Indian Ledge - Artificial Turf- \$500,000 CY 2013 & CY 2014* - They are hopeful they can do this for \$500,00
- *Tashua Knoll -Basketball Court and Parking Lot-\$40,000 CY 2013*

Ms. Pires indicated that BOE needs to update their capital plan.

#### *Other Projects:*

- *Moose Hill Rd-Rehab Project CY 2014-\$2,400,000*-The issue is the culvert under Moose Hill Rd. The question is whether it causes water to pond behind it or should it allow the water to flow through and if it does would it then cause scour and impact people downstream? Dealing with the State on this is glacial which is why there is nothing indicated for the CY 2103.
- *Old Town Rd.* - A \$4.5 million to a \$6 million dollar grant is possible. This will benefit 2 towns which the State looks at favorably. White Plains Rd. to Madison Avenue. A bike trail is planned as well. This would be a match.
- *Brock Street Bridge*- The State has identified the bridge as needing rehabilitation, the Town would do the design, this is and 80% (federal)/10% (State)/10% (local) program.
- *Old Mine Park* - This is a 60/40 grant. 60% would be reimbursed, 40% would be done in-house.
- *Horse Tavern Brook* - The Army Corps of Engineers used mistaken data and identified a flood plain in Town that puts people in a flood plain that are not. It is incumbent upon the Town to reestablish the elevations and bring it the Corps to get them to recognize this needs to be corrected
- *May Bill Property*- The barns are falling down and need to be demolished.
- *Canoe Brook Rd.* - \$15,000 CY 2013 for permanent material for leak off (water into a catch basin & swale)

*Technology:*

- *Engineering-GIS-\$38,200 CY 2013-* They have partnered with GBRC to host GIS, they will modify for use of iPads in the field, EOC GIS data and storm data conversion.
- *Town-Wide-Projects-\$247,950 CY 2013 -* Ms. Pires indicated that last year the BoF and Town Council recommended a technology bond between the Town and the BOE. There are certain items in the technology budget that had been pulled out and put in the Five-Year Capital Plan, there is a list included in the back-up.

*WPCA:*

- *Various Road-Repairs \$300,000 CY 2013-Discussed earlier in this meeting*
- *2013 Road Paving Video Inspection Sanitary Sewers -* The Public Works identified these issues when they had engaged in the paving program the Public Works Dept. will camera test the storm drains but the integrity of the system is the WPCA's responsibility
- *Strobel Rd, Repairs \$350,000 CY 2013- A need has been identified to rehabilitate the road's sanitary structure.*
- Wright Pierce has been the consultant on the I & I Study (Infiltration of the sewer system). There is a great deal storm water getting into the system. Leaks and defects have been identified in the amount of approximately \$552,000 that WPCA has to pay.

The Chair indicated that this plan is a work in progress and wish list. The Town has to have an approved Five -Year Plan in order to be able to ask for LOCIP funds.

Mr. Basbagill stated that he would abstain until he hears from the WPCA as to what is the Town's responsibility, he worries that an affirmative votes says that the \$10 million is our responsibility and does not concur with that.

VOTE: Motion CARRIED 4-0-2 (ABSTENTION: Tesoro and Jankovic-Mark).

There being no further business to discuss and upon motion made by Mr. Scinto, seconded by Mr. Basbagill the Finance Committee of the Town Council adjourned by unanimous consent at 8:44 p.m.

Respectfully Submitted,

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Margaret D. Mastroni, Town Council Clerk