

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

TOWN HALL
Trumbull

TELEPHONE
(203) 452-5005



FINANCE COMMITTEE
MINUTES
FEBRUARY 29, 2016

CALL TO ORDER: The Chair called the meeting to order at 7:47pm. All present joined in a moment of silence and the Pledge of Allegiance. The Board of Finance Chairman called their meeting to order at 7:48pm.

PRESENT:

Finance Committee Members: Mark LeClair, Chairman, Lori Rosasco Schwarts, Vice Chairmain, Tony Scinto, Matt Carron, Lisa Valenti, Dawn Cantafio, Alternate and Ann Marie Evangelista, Alternate

ABSENT:

Mary Beth Thornton

ALSO PRESENT:

First Selectman Timothy Herbst, Board Chairman Carl Massaro, Director of Public Works John Marsilio, Town Engineer Frank Smeriglio, Finance Director Maria Pires, Chief of Staff Lynn Arnow, Parks and Recreation Director Stuart McCarthy and Director of Health Rhonda Capuano

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1. RESOLUTION 26-31: Moved by Lisa Valenti, seconded by Tony Scinto.

APPROPRIATING \$5,080,000 FOR THE TRUMBULL (TOWN) CAPITAL IMPROVEMENT PLAN 2016-2017 AND AUTHORIZING THE ISSUE OF \$5,080,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE" (Full Resolution Attached)

Mr. Marsillio explained road pavement is an ongoing program year to year. When the bonds are issued paving occurs. In some years there is a surplus of funding some years there is not. This is a true up for capital year 2014 which had an overage. Ms. Pires explained that they went back to see what projects went over or under authorized funding and excess funds were moved back.

Ms. Cantafio asked why \$250,000 for the Indian Ledge playground has been removed from the bond proposal and whether a quote has been obtained yet. Mr. Marsilio explained there has not been a quote obtained. The estimate is based on industry standards and safety standards for children to use. Equipment is 25 years old and end structures are rotten. Equipment is at the end of its useful life and needs to be brought up to today's standards. Estimates would also include breakdown/demolition of current structure. Sprinkler section is not included in this project.

Mr. Carron asked about inspection process. Mr. Marsilio explained that the playgrounds are inspected annually to determine deficiencies, but this is a structural issue and at the end of its useful life. Mr. McCarthy explained that there is an annual playground safety inspection that could generate a punch list of items, but in this case large sections are failing.

Mr. Herbst explained that Capital Plan goes under extensive analysis review and debate internally before asking for funding from BOF or the Council. What is in front of committee is determined to be priorities. We borrow for things that have a 20-25 year useful life and been deemed important to deliver services to the residents of Trumbull, safety hazards or something that just needs to be dealt with. This is not a wish list. If there is a problem, we need to fix it.

Mr. McCarthy explained that estimates will include cost to purchase, installation and site work. We have to meet safety guidelines and build different play areas within to accommodate all ages. The sprinkler park is not a part of this plan.

Mr. Block questioned current use of park based on structural issues and how long will it take to build a new park. No signage explaining that structure in unsafe of tape.

Mr. Marsilio explained that the structure is not safe and have caution areas marked off. It will take a while to start process. Obtain bids, vet bids, and obtain bonds. This could take up to 6 months. The waterpark may have to be closed during the building process. Caution tape will be put back up.

Ms. Cantafio asked if approved will something have to be taken out of the budget.

Mr. Herbst asked if items are taken out of budget to ask department heads or do visual inspections. A lot of things listed are a priority.

Mr. Massaro explained that the committee has the authority to increase the \$5,080,000 bonding resolution to the original \$7,530,000. Committee is to recommend and the full council will vote in meeting on Monday. If want to hold to \$5,080,000 then would have to move to add a project at a certain cost and move to reduce some other funding listed in resolution if committee wants to match and offset.

Motion – Ms. Rosasco Schwartz moved to restore the \$250,000 for the Indian Ledge Playground, seconded by Cantafio.

VOTE: Motion CARRIED unanimously.

Motion – Tony Scinto moved, seconded by Ms. Cantafio to reduce the Senior Center Community design study from \$500,000 to \$250,000 because it is conceptual at this time and can put back in at a later time if needed.

VOTE: Motion CARRIED unanimously.

Ms. Cantafio had question on \$40,000 for video system in Council Chambers and wanted to verify if it would last for about 20 years. Ms. Pires explained some bonds can be for 5 years. Current system is more than five years old.

Ms. Cantafio had questioned why culverts were removed for \$60,000. Mr. Marsilio explained that there was left over money from last year and it is being used.

Motion - Mr. LeClair moved, seconded by Ms. Rosasco Schwartz to reinstate \$75,000 for the adjacencies renovations study that was removed from the budget. Rational being funds to study what is a needed project.

Mr. Herbst explained that Town Hall needs to be safer and to create adjacencies among departments so it is more efficient and reduces cost to tax payers. Permitting is spread across three different floors (Fire, Zoning and Engineering). Allows for one stop for permitting and more efficient for consumers. There are mold issues in basement. Four IT employees work in a 200sq ft. space. Need to deal with efficiency issues and make building safe. There is currently no access from third floor to get out of building. The study will give a blue print on what we need to do and how to do it. The Town Hall was built in the 1950's. Other local Towns have addressed their Town offices. Also need to look where BOE is going to go. Need to centralize operations, make them more efficient and more consumer friendly. In long term reduce cost and reduce operational expenses.

VOTE: Motion CARRIED 5-0-1 abstention (Cantafio).

Ms. Valenti requested clarification on EMS building.

Mr. Marsilio explained that another ambulance has been requested. EMS has increased response time from low 70's in percentages to high 90's in percentages and with that comes proportional increase in revenues. They foresee a need to put in two bays contiguous to EMS building and redo the training area and administrative area to make more efficient. This appropriation is for design.

Mr. LeClair moved, seconded by Mr. Scinto to approve plan as amended to send to Town Council,

VOTE: Motion carried unanimously.

2. RESOLUTION TC26-38: Moved by Mr. Caron, Discussion proceeded by unanimous consent. BE IT RESOLVED, That the Health Department fee schedule is hereby amended. (Fee Schedule Attached)

Ms. Valenti asked if the Health Department inspects apartments as they change hands to make sure that they meet code. Ms. Capuano explained that they are working on it and it would be a certificate of occupancy. There would also be a fee involved.

Mr. Carron had question on why septic fee inspections went from \$60 to \$175. It was determined that the committee did not have the final draft of inspection fees and Ms. Capuano handed out new proposed fee schedule that included what current cost are, old fees and new proposed fees based on cost based analysis. In many instances it was costing more to go out and provide service than what was recouped in fees. Current fees were adopted in July 2015 based on TMHD. Under current proposed fees some were removed due to duplication and others added. For example pool re-inspections for commercial pools were added.

Mr. Caron explained that there are two options to approve or table at this time.

Ms. Rosasco Schwartz noted that some fees did not cover cost and recommended revisiting cost versus proposed fees and wanted to take the time to look at new proposed fees.

Discussion if fees would take place when accepted or in July based on fiscal year.

Motion - Mr. Carron moved to substitute the fee schedule provided by Ms. Capuano.

Motion CARRIED unanimously.

Mr. Scinto moved, seconded by Mr. Caron to make the fee schedule effective July 1, 2016,
VOTE: Motion CARRIED unanimously.

Ms. Rosasco Schwartz motioned, seconded by Mr. Scinto to accept fees and bring forward to full council.

VOTE: Motion CARRIED unanimously as amended.

3. RESOLUTION TC26-39: Moved by Mr. Scinto, seconded by Ms. Valenti.
BE IT RESOLVED, that the Park & Recreation fee schedule is hereby amended. (Fee Schedule Attached)

Mr. LeClair mentioned that he went back and got a 15 year change in the Cost of Living and prices over a fifteen year period are up over 44% none of the fees in the increases look anything like that. Just wanted to put into how much prices have gone up and that fees have been stable and fees have eroded.

Question on why TYA fees not included. Mr. McCarthy explained they are not included in schedule and that TYA establishes fees based on what performance they are doing and program by program basis.

Mr. McCarthy mentioned they have developed a cost recovery program and is based on what cost of programs should be covered by fees, what programs are being offered and to whom are the programs being offered. Second portion is discounts and scholarships so we continue to make programs available to all members of the community. Included in matrix was revising policy to make sure it was clear how people can qualify for full scholarships or what discounts are in place and those policies has not been clear or evenly applied. Fees will be reviewed every year with Parks and Recreation Commission though this does not mean they will always have changes in them. They will be reviewed at conclusion of program, budget schedule and during a fee review cycle each year.

Mr. Scinto wanted to confirm that there was still no fee for park stickers. Mr. McCarthy confirmed this is correct.

Motion CARRIED unanimously.

Mr. Scinto moved, seconded by Ms. Rosasco Schwartz to adjourn the meeting.

VOTE: Motion CARRIED unanimously.

Meeting adjourned at 8:53pm

Respectfully submitted,
Barbara Whetstone, Acting Clerk

RESOLUTION APPROPRIATING \$5,080,000 FOR THE TRUMBULL (TOWN) CAPITAL IMPROVEMENT PLAN 2016-2017 AND AUTHORIZING THE ISSUE OF \$5,080,000 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 \$5,080,000 is appropriated for the planning, acquisition and construction of the Trumbull (Town) Capital Improvement Plan 2016-2017, as adopted and amended by the Town Council from time to time, and consisting of: (i) roadways; (ii) Public Facilities including the Trumbull Library, Town Hall, Police Headquarters, Senior Center and EMS Building; (iii) Parks improvements, (iv) fleet and equipment; (v) other projects, consisting of and various road and drainage engineering; and (vi) 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 inclusive of grant funding and in addition to all prior appropriations for said purpose. The Town Council may by resolution transfer funding herein among authorized projects within the 2016-2017 Town CIP, and the First Selectman's office may transfer among projects amounts not exceeding 10% of the CIP funding by purpose as last approved by the Town Council.

Section 2. To meet said appropriation \$5,080,000 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 the amount necessary to meet the Town's share of the cost of the project determined after considering the estimated amount of the State and Federal grants-in-aid of the project, or the actual amount thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than 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.



**TRUMBULL HEALTH DEPARTMENT
PROPOSED FEE SCHEDULE
JULY 1, 2016 – DECEMBER 31, 2016**

SEPTIC SYSTEMS

New Construction (Permit)	\$175.00
Repair (leaching fields/septic tank) (Permit)	\$100.00
Individual Condo Unit Floor Plan	\$ 25.00
19-13-B100 Site Visits	\$175.00
Plan Review (New Construction Only)	\$175.00
Soil Tests (per-lot residential)	\$135.00
Soil Tests (per-lot commercial less than 2000 gallons per day)	\$175.00
Soil Tests (per-lot commercial more than 2000 gallons per day)	\$350.00
Not ready for Inspection (after request)	\$ 50.00
Commercial Construction (Permit)	\$300.00
Commercial (Plan Review)	\$300.00
More than one (1) plan revision (<i>per each revision after first</i>)	\$ 50.00
Minor Repairs (riser, lid, piping, d-box)	\$ 10.00
Minor Repairs (<i>riser, lid, piping, d-box if notified after</i>)	\$100.00
Sewer Extension Site Visit	\$135.00
Plan Reviews for Building Additions	\$ 55.00
Plan Reviews for an Accessory Structure	\$ 45.00

WELLS

Drilling Permit	\$100.00
Well Abandonment	\$ 50.00

DAY CARE

Day Care Inspection	\$100.00
Home Day Care Inspection	\$ 50.00
Day Care Food Plan Review	\$ 50.00
Intermediate Environmental Inspection	\$ 50.00

POOL LICENSE

Seasonal	\$200.00
Year Round	\$375.00

COSMETOLOGY

1 - 3 Work Stations	\$135.00
4 - 6 Work Stations	\$195.00
7 or more Work Stations	\$255.00
Tanning Salons	\$100.00
Re-Inspection Fee	\$ 50.00
Plan Review Fee 1 - 3 Stations	\$135.00
Plan Review Fee 4 - 6 Stations	\$195.00
Place Review Fee 7 or more Stations	\$255.00
License Renewal Late fee (per business day)	\$ 50.00

** Each Private Treatment room will be counted as one station*

FOOD SERVICE

Class I Plan Review	\$100.00
Class II Plan Review	\$150.00
Class III Plan Review	\$350.00
Class IV Plan Review	\$450.00
Class I License	\$100.00
Class II License	\$150.00
Class III License	\$350.00
Class IV License	\$450.00
License Renewal Late fee (per business day)	\$ 50.00
Caterer License	\$150.00
Re-inspection Fee	\$100.00
Reinstatement Fee (After suspension of license)	\$100.00
Itinerant (per vehicle)	\$150.00
Seasonal License	\$ 80.00
Non-profit License	\$ 25.00
Temporary (14 Days or less per booth or trailer)	\$ 75.00
Non-Profit Late Fee (if not submitted 14 days prior to event)	\$ 20.00
Commercial Vendor Late fee (if not submitted 14 days prior to event)	\$ 50.00

** Facilities licensed by the Trumbull Health Department are required to pay the fees for a temporary food service license.*

FARMERS MARKET

Selling whole produce only	\$ 0.00
Individually wrapper, prepackaged (no tasting/no sampling)	\$ 50.00
All other food vendors	\$100.00

**Fees are per season*

IMMUNIZATIONS / SCREENINGS

Administer Vaccination	\$ 21.00
Influenza	\$ 30.00
Shingles	\$225.00
Pneumonia	\$100.00
Tdap (Whooping Cough)	\$ 21.00
Hepatitis	\$ 60.00
Meningitis	\$120.00
MMR	\$ 21.00
PPD	\$ 20.00
Cholesterol Screening	\$ 25.00

**Cost of vaccinations varies and an additional fee will be charged based on cost of the vaccination.*

MISCELLANEOUS ITEMS

Tick Identification	\$ 3.00
NSF - Returned Check Fee	\$ 35.00
Photo Copies per page	\$ 0.50

Stuart S. McCarthy
Director of Parks and Recreation
smccarthy@trumbull-ct.gov

Town of Trumbull
CONNECTICUT

Town of Trumbull
5892 Main Street
Trumbull, Connecticut 06611
Phone: 203.452.5064



To: Town Council
From: Stuart McCarthy *SM*
Director of Parks and Recreation
Re: Recreation Program Fees
Date: February 17, 2016

Attached please find a list of proposed recreation program fees for the Parks and Recreation Department. The fees as proposed were approved by the Parks and Recreation Commission on February 16, 2016.

The Parks and Recreation Department proposed the fees in accordance with the newly adopted Policy for Cost Recovery for Recreation Programs. The recreation program fees have been largely unchanged since they were initially adopted approximately 15 years ago.

Please note that in addition to establishing the Cost Recovery Policy, The Parks and Recreation Commission also adopted a formal policy on fee reductions which includes standard discounts for senior Citizens as well as families with multiple children participating in certain recreation programs. The policy also allows for a full waiver of fees for families which documented financial need.

We believe the fees as proposed in conjunction with the discounts and fee waivers are reasonable and affordable to all Trumbull residents.

Cc: Timothy Herbst
Lynn Arnow
Robert Ferrigno

Proposed Fee Increases Approved Parks and Recreation Commission 2-8-16

Recreation Programs	Current Fee	Proposed Fee		Current Fee	Proposed Fee
Summer Programs			Fall Programs		
Adult Water Training	\$ 35.00	\$ 50.00	Adult Water Training	\$ 35.00	\$ 50.00
Basketball Clinic	\$ 30.00	\$ 45.00	Adult Deep Water Aerobics	\$ 35.00	\$ 50.00
Basketball League	\$ 35.00	\$ 50.00	Babysitting	\$ 90.00	\$ 90.00
Childrens Summer Art and Music Field Trips***	\$ 40.00	\$ 45.00	Basketball	\$ 35.00	\$ 45.00
Flag Football	\$ 30.00	\$ 45.00	Childrens Art and Music	\$ 40.00	\$ 45.00
Give and Go Soccer	\$ 30.00	\$ 35.00	TYO Karate	\$ 40.00	\$ 50.00
Junior Camp	\$ 75.00	\$ 100.00	Spec Needs Karate	\$ 35.00	\$ 40.00
Playgrounds	\$ 100.00	\$ 130.00	Spec Needs Yoga	\$ 40.00	\$ 40.00
Special Needs Fun Camp	\$ 60.00	\$ 70.00	Swim Lessons Adult	\$ 30.00	\$ 40.00
Swim Instruction	\$ 30.00	\$ 30.00	Swim Lessons Kids	\$ 30.00	\$ 35.00
Tennis Adult	\$ 70.00	\$ 80.00	Swim Lessons Toddlers	\$ 30.00	\$ 35.00
Tennis Advanced Youth	\$ 35.00	\$ 50.00	Tennis Lessons Adult	\$ 70.00	\$ 80.00
Tennis Clinic	\$ 25.00	\$ 40.00	Child Co-ed Volleyball	\$ 30.00	\$ 50.00
TKO Karate	\$ 50.00	\$ 50.00			
TKO Special Needs Karate	\$ 40.00	\$ 50.00	Totals		
Track	\$ 15.00	\$ 20.00			
Volleyball Camp	\$ 30.00	\$ 40.00			

Trumbull Health Department
Licenses and Permits
FY 2016-2017

* Provided by Ms. Capulano
at the 2/29/16 Finance Comm.
meeting

Type	Current Fee	Cost of Service	Proposed Fees
SEPTIC SYSTEMS			
New Construction (Permit)	175	163	175
Repair (leaching fields/septic tank) (Permit)	100	163	165
Individual Condo Unit Floor Plan	25		25
Plan Review (New Construction Only)	175	103	175
Soil Tests (per-lot residential)	135	158	160
Soil Tests (per-lot commercial less than 2000 gallons per day)	175		175
Soil Tests (per-lot commercial more than 2000 gallons per day)	350		350
Not ready for inspection (after request)	50		50
Commercial Construction (Permit)	300		300
Commercial (Plan Review)	300		300
More than (1) plan revision (per each revision after first)	50		50
Minor Repairs (riser, lid, piping, d-box)	10		10
Minor Repairs (riser, lid, piping, d-box if notified after)	100		100
Sewer Extension Site Visit	135	63	135
B100a Plan Reviews for Building Additions (includes site visit if needed)	25	54	60
B100a Plan Reviews for an Accessory Structure	25	27	30
WELLS			
Drilling Permit	100	53	100
Well Abandonment	50	53	60
DAY CARE			
Daycare Inspection	100	63	100
Home Daycare Inspection	50	63	65
Day Care Food Plan Review	50	63	65
Intermediate Environmental Inspection	50	63	65
POOL LICENSE			
Seasonal	100	152	155
Full year	150	305	310
Reinspection	-	76	100

No Change
 Increased Fee
 New Fee Introduced

Type	Current Fee	Cost of Service	Proposed Fees
COSMETOLOGY			
1 - 3 Work Stations (License)	135	125	135
4 - 6 Work Stations (License)	195	125	195
7 or more Work Stations (License)	255	152	255
Tanning Salons (License)	100	125	130
Reinspection Fee	50	63	100
Plan Review Fee 1 - 3 Stations	135	90	135
Plan Review Fee 4 - 6 Stations	195	103	195
Plan Review Fee 7 or more Stations	255	117	255
License Renewal Late fee (per business day)	50	-	50
FOOD SERVICE			
Class I Plan Review	100	90	100
Class II Plan Review	150	90	150
Class III Plan Review	275	90	275
Class IV Plan Review	350	103	350
Class I License	100	53	100
Class II License	150	134	150
Class III License	275	324	325
Class IV License	350	431	435
License Renewal Late fee (per business day)	50	-	50
Caterer License	150	53	150
Re-inspection fee	100	76	100
Reinstatement Fee (After suspension of license)	100	-	100
Itinerant (per vehicle)	150	95	150
Seasonal License	80	27	80
Non-Profit License	-	27	30
Temporary (14 Days or less per booth or trailer)	60	63	65
Non-Profit Late Fee (if not submitted 14 days prior to event)	20	-	20
Commerical Vendor Late Fee (if not submitted 14 days prior to event)	50	-	50
Schools	-	324	-
FARMER'S MARKET			
Selling whole produce only	-	90	0
Individually wrapped, prepackaged (no tasting / no sampling)	50	90	75
All other vendors	100	90	100

	No Change
	Increased Fee
	New Fee Introduced

* Currently no data exists to support costs of these services and their fees have remained the same

1 - Farmers participating in a CERTIFIED FARMERS MARKET (authorized by the Department of Agriculture) are exempt from any fees .

**TRUMBULL HEALTH DEPARTMENT
PROPOSED FEE SCHEDULE
EFFECTIVE JULY 1, 2016**

SEPTIC SYSTEMS

New Construction (Permit)	\$ 175.00
Repair (leaching fields/septic tank) (Permit)	\$ 165.00
Individual Condo Unit Floor Plan	\$ 25.00
Plan Review (New Construction Only)	\$ 175.00
Soil Tests (per-lot residential)	\$ 160.00
Soil Tests (per-lot commercial less than 2000 gallons per day)	\$ 175.00
Soil Tests (per-lot commercial more than 2000 gallons per day)	\$ 350.00
Not ready for Inspection (after request)	\$ 50.00
Commercial Construction (Permit)	\$ 300.00
Commercial (Plan Review)	\$ 300.00
More than one (1) plan revision (<i>per each revision after first</i>)	\$ 50.00
Minor Repairs (riser, lid, piping, d-box)	\$ 10.00
Minor Repairs (<i>riser, lid, piping, d-box if notified after</i>)	\$ 100.00
Sewer Extension Site Visit	\$ 135.00
B100a Plan Reviews for Building Additions (includes site visit if needed)	\$ 60.00
B100a Plan Reviews for an Accessory Structure	\$ 30.00

WELLS

Drilling Permit	\$ 100.00
Well Abandonment	\$ 60.00

DAY CARE

Day Care Inspection	\$ 100.00
Home Day Care Inspection	\$ 65.00
Day Care Food Plan Review	\$ 65.00
Intermediate Environmental Inspection	\$ 65.00

POOL LICENSE

Seasonal	\$ 155.00
Year Round	\$ 310.00
Reinspection Fee	\$ 100.00

Fee Increase
New Fee Introduced

COSMETOLOGY

1 - 3 Work Stations (License)	\$ 135.00
4 - 6 Work Stations (License)	\$ 195.00
7 or more Work Stations (License)	\$ 255.00
Tanning Salons (License)	\$ 130.00
Re-Inspection Fee	\$ 100.00
Plan Review Fee 1 - 3 Stations	\$ 135.00
Plan Review Fee 4 - 6 Stations	\$ 195.00
Place Review Fee 7 or more Stations	\$ 255.00
License Renewal Late fee (per business day)	\$ 50.00

**Each Private Treatment room will be counted as one station*

FOOD SERVICE

Class I Plan Review	\$ 100.00
Class II Plan Review	\$ 150.00
Class III Plan Review	\$ 275.00
Class IV Plan Review	\$ 350.00
Class I License	\$ 100.00
Class II License	\$ 150.00
Class III License	\$ 325.00
Class IV License	\$ 435.00
License Renewal Late fee (per business day)	\$ 50.00
Caterer License	\$ 150.00
Re-inspection Fee	\$ 100.00
Reinstatement Fee (After suspension of license)	\$ 100.00
Itinerant (per vehicle)	\$ 150.00
Seasonal License	\$ 80.00
Non-profit License	\$ 30.00
Temporary (14 Days or less per booth or trailer)	\$ 65.00
Non-Profit Late Fee (if not submitted 14 days prior to event)	\$ 20.00
Commercial Vendor Late fee (if not submitted 14 days prior to event)	\$ 50.00

** Facilities licensed by the Trumbull Health Department are required to pay the fees for a temporary food service license.*

FARMERS MARKET

Selling whole produce only	\$ -
Individually wrapper, prepackaged (no tasting/no sampling)	\$ 75.00
All other food vendors	\$ 100.00

**Fees are per season*

Fee Increase
 New Fee Introduced

IMMUNIZATIONS / SCREENINGS

Administer Vaccination	\$ 21.00
Influenza	\$ 30.00
Shingles	\$ 225.00
Pneumonia	\$ 100.00
Tdap (Whooping Cough)	\$ 21.00
Hepatitis	\$ 60.00
Meningitis	\$ 120.00
MMR	\$ 21.00
PPD	\$ 20.00
Cholesterol Screening	\$ 25.00

MISCELLANEOUS ITEMS

Tick Identification	\$ 3.00
NSF - Returned Check Fee	\$ 35.00
Photo Copies per page	\$ 0.50

Fee Increase
New Fee Introduced