TOWN COUNCIL

Town of Trumbull

CONNECTICUT

www.trumbull-ct.gov

TOWN HALL
Trumbull

TELEPHONE
(203) 452-5000

AGENDA No. 817

I	CALL TO ORDER	DATE:	October 5, 2020
II	MOMENT OF SILENCE	TIME:	7:30 p.m.
III	PLEDGE OF ALLEGIANCE	PLACE:	Via Videoconference
IV	ROLL CALL		
V	PUBLIC COMMENT		
VI	APPROVAL OF MINUTES		
VII	NEW BUSINESS		

NOTICE is hereby given that the Town Council of the Town of Trumbull, Connecticut will hold its meeting on October 5, 2020 at 7:30 p.m. via videoconference for the following purpose:

Town Council Regular Meeting
Oct 5, 2020 7:30 PM
Join the meeting online:
https://zoom.us/j/94532708652?pwd=ZHNnRFNoTHcrcjExU2NNbWREUG83dz09
Webinar ID: 945 3270 8652
Password: 558858

Join by telephone: (301) 715-8592 or (833) 548-0276 (Toll Free) / Webinar ID: 945 3270 8652

NEW BUSINESS:

1. RESOLUTION TC28-107: To consider and act upon a resolution which would designate the entrance to Jane Ryan School abutting Shady Lane in the name of Mary Ellen Bolton as "Mary Ellen Way." (Finance)

2. RESOLUTION TC28-96: To consider and act upon a resolution which would authorize the Town attorney to settle a workers' compensation claim known as Donna Marie McCarthy v. the Town of Trumbull BOE. (Finance)

3. RESOLUTION TC28-108: To consider and act upon a resolution which would appropriate $253,947 from the General Fund to various accounts. (See Accounts Attached) (Finance)

4. RESOLUTION TC28-109: To consider and act upon a resolution which would appropriate $22,978 from the General Fund to 01030200-578802 MNTNCE/REP-Equipment/Building. (Finance)

5. RESOLUTION TC28-110: To consider and act upon a resolution which would transfer $69,929 from Town Hall-Contingency to various accounts. (See Accounts Attached) (Finance)

VIII ADJOURNMENT

COPY OF THE RESOLUTION ATTACHED HERETO
Mary Beth Thornton, Chairman
Trumbull Town Council

RESOLUTIONS

1. RESOLUTION TC28-107: BE IT RESOLVED, That a memorial designation in the name of Mary Ellen Bolton, namely "Mary Ellen Way," is hereby added to the entrance to Jane Ryan School abutting Shady Lane. (Full Resolution Attached)

2. RESOLUTION TC28-96: BE IT RESOLVED, That the Town attorney is hereby authorized to settle a workers' compensation claim known as Donna Marie McCarthy v. the Town of Trumbull BOE.

3. RESOLUTION TC28-108: BE IT RESOLVED, That $253,947 is hereby appropriated from the General Fund to various accounts. (See Accounts Attached)

4. RESOLUTION TC28-109: BE IT RESOLVED, That $22,978 is hereby appropriated from the General Fund to 01030200-578802 MNTNCE/REP-Equipment/Building.

5. RESOLUTION TC28-110: BE IT RESOLVED, That $69,929 is hereby transferred from Town Hall-Contingency to various accounts. (See Accounts Attached)

FULL RESOLUTION

RESOLUTION TC28-107:

Whereas, Mary Ellen Bolton was the principal of Jane Ryan School for 10 years and was loved by all of her staff, students and families. Her love and leadership touched thousands of lives throughout her 33 years in education. Her mere presence brightened any room she walked into by her smile, her laughter and her every-present joy; and

Whereas, the Jane Ryan School Fathers Club asked the town to consider naming the entrance to Jane Ryan School “Mary Ellen Way;”

Now, Therefore, Be It Resolved, That a memorial designation in the name of Mary Ellen Bolton, namely “Mary Ellen Way,” is hereby added to the entrance to Jane Ryan School abutting Shady Lane.

Sponsored by Joy Colon, Bruce Elstein, Ashley Gaudiano, Joseph Gerics, Stephen Lemoine, Lisa Valenti

DATE OF MEETING: SEPTEMBER 24, 2020
SUPPLEMENTAL APPROPRIATIONS FY 2020

TRANSFER NUMBER	ACCOUNT DESCRIPTION		ACCOUNT #	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-20-01	FROM					
	GENERAL FUND - FUND BALANCE				(253,947.00)	
	TO					
	TREE WARDEN - PROGRAM EXPENSES	(1)	01080800-522205	(121,735.13)	121,736.00	0.87
	TREE WARDEN - EMERGENCY SERVICES	(1)	01080800-578806	(36,689.50)	36,690.00	0.50
	TECHNOLOGY SERVICES & FEES-CONTRACTUAL	(2)	01012600-522204	(4,159.25)	4,160.00	
	FRINGE BENEFITS-WORKER COMP	(3)	01013400-511152	(84,007.49)	84,008.00	0.51
	SOCIAL SERVICES-SALARIES - OT	(4)	01050000-501105	(7,352.91)	7,353.00	
					253,947.00	

(1) Additional tree work done to trees due to storms. Snow account under budget $145K
(2) Additional services needed for staff to work remotely due to COVID
(3) Various Final and Full settlements of both Town and BOE claims
(4) Additional hours worked by staff to distribute food due to COVID

DATE OF MEETING: SEPTEMBER 24, 2020

TRANSFERS FROM CONTINGENCY - FY ENDING JUNE 30, 2020

TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-20-03	FROM				
	Town Hall-Contingency	01013800-501116	575,005.36	(69,929.00)	505,076.36
	TO				
	Treasurer - Salaries -FT	01012400-501101	(357.89)	358.00	0.11
	Technology - Salaries -FT (MATE, MATHAS contracts)	01012600-501101	(8,982.24)	8,983.00	0.76
	Human Services - (MATE contract and employee final Payout)	01013000-501101	(34,334.67)	31,791.00	(2,543.67)
	EMS - Retirement final payout	01022600-501101	(6,968.90)	6,971.00	
	Building - Salaries - FT - (MATE and MATHAS contracts)	01023200-501101	(6,519.51)	7,005.00	(1,514.51)
	Social Services - Salaries FT- MATE contract	01050000-501101	(3,764.89)	3,522.00	(262.89)
	Counseling Center - Salaries FT- MATE, MATHAS contracts, Final payout	01050200-501101	(9,296.83)	9,299.00	
				69,929.00	
	To transfer salaries for approved MATE, MATHAS contracts and final payouts for accumulated sick/vacation				

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE:	24-Sep-20
AGENDA:	09-20-01
AMOUNT:	$253,947

FY 2020

(A) APPROPRIATION [x]	FROM:	ACCOUNT NO.		
		ACCOUNT NAME	General Fund - Fund Balance	$253,947
(B) TRANSFER [ ]				
	TO:	ACCOUNT NO.		
(C) BOND [ ]		ACCOUNT NAME	See attached	$253,947

(D) SUMMARY OF REQUEST: See attached

(E) REQUESTED BY: Maria Pires, Finance Director

(F) SUPPORTING DATA: See attached

(G) CONCURRENCE: [X] YES [ ] NO [ ] NEED ADD'L INFORMATION

Vicki A. Tesoro

Vicki A. Tesoro, First Selectman

(H) BOARD OF FINANCE ACTION:

1. APPROVED__
2. RECOMMENDED TO TOWN COUNCIL___
3. TABLED___
4. DENIED___
5. OTHER___

DATE OF MEETING: SEPTEMBER 24, 2020
SUPPLEMENTAL APPROPRIATIONS FY 2020

TRANSFER NUMBER	ACCOUNT DESCRIPTION		ACCOUNT #	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-20-01	FROM					
	GENERAL FUND - FUND BALANCE				(253,947.00)	
	TO					
	TREE WARDEN - PROGRAM EXPENSES	(1)	01080800-522205	(121,735.13)	121,736.00	0.87
	TREE WARDEN - EMERGENCY SERVICES	(1)	01080800-578806	(36,689.50)	36,690.00	0.50
	TECHNOLOGY SERVICES & FEES-CONTRACTUAL	(2)	01012600-522204	(4,159.25)	4,160.00	
	FRINGE BENEFITS-WORKER COMP	(3)	01013400-511152	(84,007.49)	84,008.00	0.51
	SOCIAL SERVICES-SALARIES - OT	(4)	01050000-501105	(7,352.91)	7,353.00	
					253,947.00	

(1) Additional tree work done to trees due to storms. Snow account under budget $145K
(2) Additional services needed for staff to work remotely due to COVID
(3) Various Final and Full settlements of both Town and BOE claims
(4) Additional hours worked by staff to distribute food due to COVID

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE:	24-Sep-20
AGENDA:	9-20-02
AMOUNT:	$22,978

FY 2020

(A) APPROPRIATION [x]	FROM:	ACCOUNT NO.		
		ACCOUNT NAME	General Fund - Fund Balalnce	$22,978
(B) TRANSFER [ ]				
	TO:	ACCOUNT NO.		
(C) BOND [ ]		ACCOUNT NAME	See attached	$22,978

(D) SUMMARY OF REQUEST: See attached

(E) REQUESTED BY: George Estrada, Public Works Director

(F) SUPPORTING DATA: See attached

(G) CONCURRENCE: [X] YES [ ] NO [ ] NEED ADD'L INFORMATION

Vicki A. Tesoro

Vicki A. Tesoro, First Selectman

(H) BOARD OF FINANCE ACTION:

1. APPROVED___
2. RECOMMENDED TO TOWN COUNCIL___
3. TABLED___
4. DENIED___
5. OTHER___

SUPPLEMENTAL APPROPRIATIONS - FY ENDING JUNE 30, 2020

FISCAL YEAR ___2020___-___2021___ ITEM # 09-20-02	ACCOUNT NUMBER	BALANCE BEFORE SUPPL	AMOUNT OF SUPPL	BALANCE AFTER SUPPL
Supplemental Appropriations from the General Fund				
MNTNCE/REP-EQUIPMENT/BUILDING	01030200-578802	(22,978)	22,978	-
			-	-
				-
				-
				-
				-
				-
				-
				-

REASON FOR SUPPLEMENTAL:

Shortfall due to some unexpected one off projects totaling $31,064; please refer to Building Maintenance breakdown

Building Maintenance
FY2020
Ending 6/30/20
Actuals as of 8/25/20

Budget	$135,000
Transfer	$-
Actuals YTD	$186,493
Open POs	$6,058
PO Adj.	$ -
Avail. Balance	**$(57,551)**
BoF Request	$-
Est. Avail. Bal.	**$(57,551)**

Actuals Breakdown	
Emergency/One Off	*$31,064*
Maintenance	*$46,990*
Repairs	*$103,639*
OPEX Proj	*$4,800*
Total YTD Actuals	***$186,493***

Emergency/One-Off Expenses Breakdown	
PD Ventilation system additional items	*$15,575*
Town Hall Sewer leak	*$4,239*
Town Hall Fire Escape	*$2,250*
PW Facilities Cable outage	*$2,813*
PW Air Bldg. Air Compressor & Garage Door	*$2,042*
VFW Building	*$1,515*
Sr. Center furnace pumpo failure	*$1,380*
Sr. Center Panic buttons	*$1,250*
Total Emergency	***$31,064***

Emergency Repairs Commentary

- *PD ventilation system expansion to comply with indoor air quality standards; additional scope*
- *TH basement sewage leak*
- *TH Fire Escape replacement; rusted deemed unsafe for use*
- *PW Adming Building utility cable line damage*
- *PW building air compressor & garage door failure*
- *Sr. Center panic button replacement*
- *Sr..Center furnace pump failiure*
- *VFW building asbestos testing*

Building Maintenance
FY2020
Spend by Service Type

Location	Total Spent
Plumbing & HVAC	$80,097
Electrical	$20,262
Roofing	$16,175
Elevator repair	$15,929
Doors/Windows/Crawfords	$8,475
Painting	$7,699
Misc.	$7,148
Concrete work	$6,580
Alarm Service Calls	$5,723
Generator	$5,221
Maint. Supplies	$3,599
Water	$3,377
Exterminating Service	$1,654
Asbestos	$1,515
Sprinkler	$1,000
Locks/Keys	$899
Permits	$800
Flooring	$200
Cleaning	$140
Grand Total	$186,493

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE:	24-Sep-20
AGENDA:	09-20-03
AMOUNT:	$69,929

FY 2020

(A) APPROPRIATION [ ]	FROM:	ACCOUNT NO.			
		ACCOUNT NAME:	See attached	$69,929	
(B) TRANSFER [x]					
	TO:	ACCOUNT NO.			
(C) BOND [ ]		ACCOUNT NAME:	See attached		$69,929

(D) SUMMARY OF REQUEST: See attached

(E) REQUESTED BY: Maria Pires, Finance Director

(F) SUPPORTING DATA: See attached

(G) CONCURRENCE: [X] YE [ ] NO [ ] NEED ADD'L INFORMATION

Vicki A. Tesoro

Vicki A. Tesoro, First Selectman

(H) BOARD OF FINANCE ACTION:

1. APPROVED___
2. RECOMMENDED TO TOWN COUNCIL___
3. TABLED___
4. DENIED___
5. OTHER___

DATE OF MEETING: SEPTEMBER 24, 2020

TRANSFERS FROM CONTINGENCY - FY ENDING JUNE 30, 2020

TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
09-20-03	FROM				
	Town Hall-Contingency	01013800-501116	575,005.36	(69,929.00)	505,076.36
	TO				
	Treasurer - Salaries -FT	01012400-501101	(357.89)	358.00	0.11
	Technology - Salaries -FT (MATE, MATHAS contracts)	01012600-501101	(8,982.24)	8,983.00	0.76
	Human Services - (MATE contract and employee final Payout)	01013000-501101	(34,334.67)	31,791.00	(2,543.67)
	EMS - Retirement final payout	01022600-501101	(6,968.90)	6,971.00	
	Building - Salaries - FT - (MATE and MATHAS contracts)	01023200-501101	(6,519.51)	7,005.00	(1,514.51)
	Social Services - Salaries FT- MATE contract	01050000-501101	(3,764.89)	3,522.00	(262.89)
	Counseling Center - Salaries FT- MATE, MATHAS contracts, Final payout	01050200-501101	(9,296.83)	9,299.00	
				69,929.00	
	To transfer salaries for approved MATE, MATHAS contracts and final payouts for accumulated sick/vacation				