BOARD OF FINANCE

Town Hall
5866 Main Street
Trumbull, Connecticut 06611

Board of Finance/Finance Board of the Town Council Meeting
Council Chambers, Trumbull Town Hall
Department Budget Hearings
Approved Minutes
March 10, 2026
8:30 am

Call To Order
Board of Finance Chair, Ms. McHugh, called the meeting to order at 8:30 am followed by a moment of silence.

Present

Board of Finance
Lainie McHugh, Chair
Paul Timpanelli
David Galla
David Pia
Massimo Mallozzi
Michael Colohan
Nathan Tinker
Vincent DeGennaro

Finance Committee of the Town Council
Nicole Satin
Mary Isaac

Also Present
First Selectman Vicki Tesoro
Maria Pires, Director of Finance
Kathleen McGannon, Chief Administrative Officer
Cindy Katske – Chief Administrative Officer

Budget review meeting – Town Departments

Visited by Jake, the new wellness canine, and PO Caitlin Bachiocchi. Officer Bachiocchi provided information on the wellness program initiated by the Police Department, including training for the officer and the canine, types of programs or circumstances within the Town that benefit from this additional canine and associated costs (training, specially equipped vehicle, veterinary, food, other equipment). Any contributions can be made directly to the Police Department.

0102240 – Animal Control - Lynn Delabianca

- All but communications/legal was approved. No charges for ads at the moment for lost/found dogs.
- Needs a new vehicle because of an accident; some insurance payout; not enough to cover cost of a new one.
- Building has been renovated; two rooms were added. New statutes are coming in 2029; they should be in good shape with current building condition.

- Generator is working; replacement is being worked on.

01022000 – Police Department - Chief Lombardo and Staff

- Discussed the new wellness dog and the patrol dog.
- Reviewed personnel head count form.
- Personnel retention; retirement discussed.
- Need to do more training; training discussed with regard to current staff.
- Salary increase; MATE union and employees hired within the last year not budgeted in full last year.
- Overtime covers a variety of circumstances; patrol division is the largest overtime budget; service training, leave, special events, major incidents, weather events.
- Minimum staffing discussed.
- Fleet is a concern; in the past reduced by one car each year; would be down four cars if another car is deleted this year; need to be performing well; some are unreliable. Need a car for the wellness officer, a new SRO and mall officer position.
- Increase charge for cars; generates funding.
- Special Agency Account – Mrs. Pires explained the funding in the account and how it is used.
- Car leases – Mrs. Pires explained the system used.
- Motorcycle – some coming to end of life; trying to replace one every year; not used on patrol but used for special events; currently have four bikes.
- Mileage and idle time discussed.
- Social Worker has been an asset to the department.
- Operation Wingspan – officer works to recover stolen cars, weapons.
- Speed cameras are being researched; two year process to get approval; likely put into school zones for use during school hours; should be based on safety not revenue.
- Narcan interventions – started in 2016; usage has decreased because of availability to the public.
- School bus cameras are being researched; Town is reviewing information.
- Security guard at schools vs SRO differences discussed.
- Drone program is great for many circumstances (police incidents, trails, escapees, elderly individuals who wander, etc.); up and coming technology; saves on manpower. Would be implemented when received as officers are already trained; five-year plan for longevity with possibility of additional equipment and training.

Break - 9:57 am – 10:10 am

01023400 – Emergency Management - Megan Murphy

- Reviewed Successes and Accomplishments/Goals and Objectives
- Large increase in salary overtime account – to cover the overtime costs for EMS and PD town-wide drill training.
- Ok with reduction to the displaced resident placement due to historical use.
- Program supplies are more expensive; need the additional funding.

01022824 – Fire Hydrants – Megan Murphy

- Fire hydrant fee discussed; regulated by the State per hydrant.

01022800 – Fire Marshal – Megan Murphy

- Reviewed Successes & Accomplishments/Goals and Objectives.
- Existing vacancies in the full time and part time account; hope to have filled by the end of this FY.
- Increased Capital Outlay for the fire investigation trailer that was vandalized; would like to purchase equipment stolen as well as lighting for fire investigations.
- Impact on Emergency Management/Fire Marshal with new high density units – more significant for Fire Marshall.

01022600 – EMS – Chief Colin Bassett

- Reviewed Successes & Accomplishments/Goals and Objectives.
- Discussed current staffing allocations and mutual aid.
- New radio system will be implemented in spring/summer 2026 – enhanced communications capability.
- Vehicle replacement discussed.
- EMT Class – job ready with extra certifications; cost is approximately $1,300-$1,800.
- Continuing Education Program – CAPSE accredited; topics submitted to the State for approval.
- Whole Blood Program – cost absorbed by Bridgeport Hospital because it is a pilot program and should continue for another year as such. Approximately $1,000 per year.
- Building status – 50 years old; boiler problem; still functional. New OSHA regulations with regard to vehicle storge and crew quarters - might require renovations.
- Overtime is significantly over; new staff, out of town coverage, employee change; hired for position; increased overtime costs. New calculation should be a stable number. Per Diem line is unpredictable; depend on PD; full-time is guaranteed. With new staff, should be able to stay within budget with new deployment change. TEMS calls would be covered by FT and PD staff; deployment change would decrease the reliance on mutual aid coming to town. Staff recruiting is going well with new programs offering pathways for advancement.
- Volunteers are still utilized.
- Hours needed for license renewal – two year cycles with 40-48 hours required to recertify.
- Transporting vehicle renders care and goes to the hospital, responding vehicle can render care until transport vehicle arrives.
- AEDs – looking to add more AEDs within the Town.
- Collection fees – done well with collections with new company.
- Capital Outlay – wifi emergency vehicles; computers – ipad is better with program capabilities (pictures for documentation in compliance with HIPAA); wifi on the fly is not great. Narcotic storage – currently use a system that fulfills the requirements but is antiquated.
- Mutual Aid costs – bundle billing with a fee for outside service and reverse when we provide mutual aid.
- Open position will be filled in April but salary should be covered. Overtime will offset.
- Data of impact to provide services to the multi-unit facilities – meeting the needs, data from those facilities is difficult as there are not many calls; St. Joe's did cause a decrease but not significant.

01012600 – Technology – William Chin

- Reviewed Successes & Accomplishments/Goals and Objectives
- Port density in the stack at the Library needs to be upgraded; old stacks will be used elsewhere
- Work stations – (Edge switch) needed equipment upgrades for all equipment around Town; rejected.

- Conference reduction- okay.
- Contractual – costs increasing; discussed Crown Castle fees – now properly budgeted.
- Four total employees – 10-18 meetings a month on ZOOM; comes out of the overtime expense.
- Frontier has old technology – meeting to discuss options with Mr. DeGennaro.
- Capital outlay – longevity for work stations – 5 years; laptops - 4-5 years; access points – longer lifespan; hp replacement was in 2019.
- Can there be lease agreements – current coverage is adequate by servers in the community.
- Do you see licensing redundancies with the BOE – they get discounts because they are an educational facility; could explore the possibility of being under the Town MUNIS system; might need a consultant to make the migration. Chart of accounts is different for BOE.
- MS-ISAC Membership – funding pulled from the federal government; was covered by the State; now needs to be covered by local government. Do receive support and resources from them.

Lunch Break – 12 noon – 1:00 pm

01080600 – Recreation/Parks Department – Dmitri Paris and Staff

- Budget is much the same.
- Minimum wage increase up to $16.94 on July 1. Returning staff increases by $.25 per hour.
- Offering ½ day camps for 6-year olds who have not been to kindergarten. Playground camps with pool time discussed.
- Seasonal employees – 275.
- Pool account decreased for historical usage; not concerned. Significant work was done at Tashua Pool in the last year. Liquid chlorine is used to clean the pools and has problems; trying a safer method with pellets. Does not know the cost difference since only used for a partial season. Would transition Beaches, if feasible.
- Reduction in 802 is the tools they use for facilities because of historical usage. HVAC is almost 20 years old.
- Reduction in 803 in the Dive Program – supplementary life safety device. Gives greater confidence to new swimmers. This would be the first year for implementation and will get a better sense if the equipment functions as intended. This will be a positive addition to the aquatic facilities. Does not eliminate lifeguards. Equipment is a rental and is returned each year for maintenance. (Mrs. Tesoro noted she was unaware the equipment was a rental. 803 account – restore $7,000)
- P&L – programming numbers were discussed. Sign-ups best in fall and winter for indoor programs.
- Port-a-potty at every park; Tashua at the pickle ball courts because of court usage.
- Special revenue number - $61,000 in TYA/Community Theater Account.
- MT-50 is 21 years old. Used for snow removal. Used in small tight areas such as the playground. MT-150 is the latest version. Equipment is compatible.
- Discussion of P&L with regard to fees and scholarships. Overall programs are covered even with scholarships.
- Deconstruction of homestead at Abraham Nichols – structural problems; looking to reconstruct to original building design.
- Rec basketball – what is different now – security standards are different (need registration); staff concerns; incidents have occurred. Comes with costs and complexities.
- Other properties come under their purview to manage.

01080800 – Tree Warden – Dmitri Paris

- Storm costs up from July 2025 storm.
- Doing well this year, nothing major to manage in the urban forests; stable for the operational budget. Lantern flies not a problem.
- Twin Brooks closed because of flooding; inground drain clogged by debris and remediated.
- Would drones be helpful in identifying problems – could be used to determine the overall health of the forests; roadways would be more significant work.
- 1000 Trees for Trumbull – replanting at Tashua Knolls and Bill property.

01030000 – Public Works – George Estrada and Staff

- Minor adjustments but nothing major.
- Building maintenance has been challenging as well as weather conditions.
- Increase contractual wage adjustments.

01030100 – Highway – Richard Infante

- Proposed increase – salary, materials and general functions.
- Staffing levels are flat.
- Catch basin contracts – last year of contract; extending contract. Truck was funded so there will be town resources also.
- Staffing – CDL license hiring - fully staffed. Difficult to find CDL holders; need to get within 6 months of hire; qualified individuals may not be interested in the additional expenses. Strategies discussed.
- Truck replacement – Ford 150 replacing a GMC – eliminated. Comfortable pushing it off another year but not put money into the existing truck. Have not seen an issue with the larger trucks.

01030025 – Street Lights

- Managed closely; do not want to change the character of the Town; process to request a light; no town ordinance or policy.
- Increase is based on UI fee.
- In contact with service for an audit to make a proposal on methods to lowering costs; no charge at the moment.
- Traffic lights – paid by the town.
- Energy – are you looking into any energy performance contracts to optimize energy cost – have conversations with firms that offer the programs. Currently, working on programs at the PD with grants. Need to consider but not focused on.

01030101 – Snow Removal

- 29 event days and 16 full equipment days. Will bring a report to the Board.
- Overtime budget discussed.
- Proud of the entire team.

01030200 – Building Maintenance – Dmitri Paris

- Only one new building in the last 10 years.
- Infrastructure is old. Capital projects – EMS, Town Hall, DPW – structural concerns. Facing costly repairs in many structures. Some buildings are 24/7.

01030300 – Fleet Maintenance – Aaron Traussi

- Biggest struggle was snow; emissions failures. Operating budget is in good shape.

- Fuel locked in last week.

01030400 – Recycling Center
- Hauling and disposal contracts are the largest costs.
- Normal contractual wage adjustments are in the same union; no other adjustments.
- Switching to a new electronic component recycling. They will be coming in on April 1.
- Waste tires – All fees are covered under tire company contract. Will be a State program. Awaiting clarification of towns included and the State implement date of the program.
- Changes on Spring Hill Road have facilitated traffic. Working with Town Attorney on agreements with the three towns. Dangerous areas – looking to implement changes to manage the flow on the site in a safer way.
- Sustainable measures – working at expanding recycling in conjunction with safety changes on the site; 2-3 years out.

01014800 – Inlands Wetlands Commission – William Maurer
- Increase for new development and court appeals that require fact finding and time.
- Meetings are all legal proceedings and must be documented properly.
- 201 account – decrease from a refund for a third party review

01030500 – Town Engineer – William Maurer
- Many new projects; some grant funded; large amount of paperwork.
- Street scanning is not included; not done this year or next year; paving program pulls out their assessment information. Inspected every year by Town personnel. Could the scan be done 1/3 each year – is it more cost effective and have more benefit. Better for consistency to review every three years. Industry standard is 3-5 years. No dash mount cameras on town vehicles; continuous updating is not necessary. Receive an independent baseline by the contractor through survey data.

Fund 20 – WPCA – William Maurer
- Reviewed Goals and Objectives.
- $1 million grant is confirmed from Jim Hines.
- Potential 3% increase from Bridgeport; number is based on when we are charged. Contract expires June 30, 2026 but continues for another three years at whatever rate they request.

Break 2:56 pm - 3:20 pm

01040400 – Senior Wellness Nurse
- Wellness nurse works 19.5 hours per week. Works with seniors and the Health Department.
- Educational programs have been developed.
- Looking for grant funding; working with fire department about awareness with seniors and the Counseling Center for navigating the health care system.
- Department increased by two.

01060200 – Public School Nursing
- Salary increase is the biggest to be competitive in the marketplace; lost several nurses to other districts for more money. Developed a step system to help prevent lose that is based on years of service. Approximately $40,000 increase in account.
- Staffing update requested. 109 staff lost in 10 years. Job has changed over the years; more complex.

- Data on number of visits to the health office; differ in schools for various reasons.

01060400 – Non-Public School Nursing
- Mirrors the staff lose to public school nursing

01040000 – Health Department - Joan Littlefield
- Discussed staffing and job responsibilities
- Public Health Nurse provides on-going vaccinations throughout the year, including COVID. Increasing visibility and importance of vaccines.
- Health education initiatives are conducted.
- Coordinate with Town departments for programming within the community.
- Sanitarians can cover the inspections by scheduling when needed; include spot inspections, scheduled inspections, re-inspections.
- Flu and COVID vaccinations were up in FY25.
- Condition of the building – ideal for staff; no complaints.
- Vehicles are getting old; usually get used vehicles; have two currently. Fleet data was requested.
- Cost of Vaccines for Children – vaccines free from the State and they recoup some administrative cost, if insurance covers it.
- Drug Take Back days – do not participate but done through PD and TPAUD.

Fund 21 – Golf Enterprise Fund – Joe Imperio/Joe Gaudiano
- Requesting increase for contractual salary increase.
- Reviewed Goals and Objectives.
- Staffing discussed – two new positions; increased minimum wage; 15 seasonal employees with an additional 3-4 expected.
- Salaries overtime – increase covers all situations; already over budget for this FY.
- Minimum wage increase - $1.00 increase each year; lowest hourly rate is $18.00 per hr.
- At max for participation – over 75,000 rounds of golf per year.
- School participation was explained.
- Enterprise fund was discussed.
- Reimbursement to the town – schedule of what is included.
- Debt service out and current maturity was discussed.

Next meeting will be a Public Hearing in Council Chambers on Thursday, March 12 at 7:00 pm on any line item in the budget and will be a hybrid meeting. On Thursday, March 19, the remaining department reviews will be conducted, meeting in Council Chambers. Saturday, March 21, the second Public Hearing will be held at Madison Middle School at 10:00 am but no hybrid capability.

Adjournment
Motion made by Mr. Pia, seconded by Mr. Galla, to adjourn the meeting at 3:57 pm. Approved.

Respectfully submitted,

Barbara Crandall
Acting Clerk