



**GIRL SCOUTS / SCOUTS BSA**

## **Scouts in Government Day | Town of Trumbull**

**Tuesday, March 26, 2024 | 12:45 PM – 3:30 PM**

Scouts in Government Day is a Town of Trumbull tradition that began in the early 1970s under First Selectman Clarence Heimann. The event is organized by the Girl Scouts, Boy Scouts of America (Scouts BSA program), and the Town of Trumbull. Scouts are paired with Town of Trumbull elected officials, employees, and volunteers and shadow their assigned mentor to learn about their job responsibilities.

Scouts in Government Day is a great opportunity for Scouts to learn about their government, be good citizens, and perhaps learn about a career that they might choose to pursue in the future. Scouts may also be able to complete requirements towards their rank advancements.

### Application Process

Scouts must at least be a 4th grade student or ten years old to participate. Scouts may select their top three positions from a list of available jobs. An application, parent/guardian permission, and short essay that describes why the Scout wishes to serve in their selected position are required. The Scouts in Government Day Committee will read, review, and assign Scouts to each position. Applications must be received by **Friday, March 15, 2024**. Submit the application and essay to: Bill Chin, Technology Department, Town Hall, 5866 Main Street, Trumbull, CT 06611 or email [wchin@trumbull-ct.gov](mailto:wchin@trumbull-ct.gov).

### Essay Tips:

- Essays should be neat, typed or handwritten, and at least one paragraph long.
- Content is important so find out about the duties and responsibilities of the job. Refer to the Town of Trumbull website at [www.trumbull-ct.gov](http://www.trumbull-ct.gov) for more information.
- Essays will be judged on content and effort.
- Essays should focus on the Scout's first job choice, but a few sentences about their second and third choice are helpful in case their first choice is assigned to another Scout.

Please note that many Scouts will be applying for these jobs. If a Scout is not selected for their first choice, an attempt will be made to place them in another choice or related job. Preference is often given to those who have participated in Scouts in Government Day in the past. Scouts are encouraged to participate in Scouts in Government Day each year and learn about multiple positions.

Scouts should wear their uniform to Scouts in Government Day and arrange their own transportation to and from the event.

### Schedule of Events

12:45 PM	Scouts arrive to the Town Hall Council Chambers
1:00 PM to 1:15 PM	Opening Ceremony – Scouts are paired with their mentors
1:15 PM to 3:00 PM	Scouts job shadow with their mentors
3:00 PM to 3:30 PM	Closing Ceremony – Scouts receive certificates and briefly describe what they learned. Parents are encouraged to attend!
3:45 PM	Scouts depart

## **Trumbull Scouts in Government Day List of Positions – 2024**

### **Animal Control Officer: Lynn Dellabianca**

*Administers and enforces laws relating to animals. Checks for roaming and unlicensed animals and handles all complaints. (Note: only one Scout can be assigned to this position because of the limited seating in the animal control vehicle.)*

### **Building Official: Bob Dunn**

*Reviews all construction documents for compliance with State Building Codes. Conducts inspections of buildings under construction and issues necessary permits.*

### **Chief Administrative Officer: Cindy Katske and Kathy McGannon**

*Advises First Selectman on policy issues. Acts as a liaison between First Selectman and Town Council. Represents First Selectman's office in union negotiations and employee grievances. Assists the First Selectman in carrying out all duties of the First Selectman's office: performs many special assignments and projects (includes working on Scouts in Government Day event.)*

### **Economic and Community Development: Rina Bakalar**

*Works with Economic and Development Commission to strengthen the Town's economic base while maintaining the Town's historic vision of growth.*

### **Emergency Medical Service: Chief Colin Bassett**

*Responds to accidents and other health emergencies and oversees technical training in all areas of emergency response.*

### **Engineering: Bill Maurer**

*Provides professional, technical, and service oriented assistance to the Town. Technical advisor to Planning and Zoning Commission, Zoning Board of Appeals, and Inland Wetlands and Watercourses Commission.*

### **Executive Assistant: Alicia Altobelli**

*Assists the First Selectman in carrying out all duties of the First Selectman's office including special assignments and projects.*

### **Fire Marshal: Megan Murphy**

*Responsible for fire code, plan review and enforcement, fire investigation, blasting code enforcement, fire prevention and education.*

### **First Selectman: Vicki Tesoro**

*Trumbull's Chief Executive Officer. Responsible for the administration of all departments.*

### **Golf Course Property Director: Andrew Fries**

*Responsible for all aspects of maintaining and improving the 27-hole golf facility at Tashua Knolls.*

### **Health Department: Luci Bango**

*Promotes health and prevention of disease, assuring safe, clean environment for residents.*

**Human Resources: Thomas McCarthy**

*Oversees recruitment of qualified candidates through objective process of advertising, testing, and recruiting applications for entrance or promotion within the system. Responsible for the administration of employee benefit plans. Summer Youth Program provides summer jobs for students.*

**Human Services Director: Michele Jakab**

*Oversees the Trumbull Senior Center and Social Services of the town, and operations at the Mary J. Sherlach Counseling Center.*

**Library Youth Services: Chelsie Labrecque**

*Handles all administrative needs and children's programs at the Children's Libraries.*

**Nature and Arts Center: Kevin Malone**

*Provides nature-rich experiences to members of our community through educational and fun-filled activities.*

**Planning and Zoning: Rob Librandi**

*Enforces and amends zoning regulation, reviews residential and commercial plans, meets with the public and developers, applies for State and Federal grants.*

**Police Chief: Michael Lombardo**

*Responsible for the management of all police activities.*

**Public Works: George Estrada**

*Responsible for the administration of the Public Works Department and provides technical advice to Town Boards and Commissions concerning engineering matters.*

**Purchasing Agent: Kevin Bova**

*Acts as agent for all Town Departments, including the Board of Education, for the procurement of materials, supplies, equipment and services.*

**Recreation Director: Noreen Wilpiseski**

*Plans and coordinates recreational activities for the Town. Oversees recreation programs and work with youth sport organizations (Little League, Trumbull Youth Lacrosse, etc.) for scheduling of facilities in the parks.*

**Superintendent of Schools: Dr. Martin Semmel**

*Administers all Trumbull educational facilities under the direction of the Board of Education.*

**Tax Assessor: Elizabeth Duffy**

*By State of Connecticut Statute, prepares the Grand List and is required to set the values on all real and personal property.*

**Tax Collector: Donna Pellitteri**

*Responsible for collecting taxes and receiving and processing all tax monies including current and prior taxes.*

**Technology Department: Bill Chin**

*Responsible for managing the Technology Department and providing technical support for employees. Manages and configures workstations, servers, networking devices and databases.*

**Town Clerk: Mary Markham**

*Records real estate transactions, land records, legal documents, and licenses. Is charged with recording and certifying election returns.*

**Videographer: Lara Walden**

*Videographer for Trumbull Educational Channel. Uses video camera to film events, programs and meetings in Town. Develops strategies and techniques for interviewing people.*

**Water Pollution Control Authority: Bill Maurer**

*Supervises the administration of the Sewer Department.*

**911 Dispatch: John Butz**

*Handles radio communication in event of an emergency – dispatches fire and EMS personnel. Keeps lines of communications open to assist caller until help arrives. Provides follow up reports.*

# **2024 Application for Scouts in Government Day**

## **Scout's Information**

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Scout's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_

## **Troop/Unit Information**

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Troop/Unit # \_\_\_\_\_ Leader's Name: \_\_\_\_\_ Email: \_\_\_\_\_

## **Parent's Information**

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Parent's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent's Email Address: \_\_\_\_\_

## **Position Selection** (please list in order of preference)

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First Choice: \_\_\_\_\_

Second Choice: \_\_\_\_\_

Third Choice: \_\_\_\_\_

Previous Scouts in Government Day positions held (if any):

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Please attach your essay and mail it to: Bill Chin, Technology Department, Town Hall, 5866 Main Street, Trumbull, CT 06611 or email [wchin@trumbull-ct.gov](mailto:wchin@trumbull-ct.gov).

## **Permission**

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This Scout has permission to participate in Scouts in Government Day on Tuesday, March 26, 2024. I understand that some Scouts will leave Town Hall during the event and visit other Town properties, and that photos may be taken and published.

\_\_\_\_\_  
Parent or Guardian Signature

Date: \_\_\_\_\_