

**TOWN OF TRUMBULL
AMENDED NOTICE OF MEETING
BOARD OF FINANCE**

DATE: December 13, 2012
TIME: 7:00 P.M.
PLACE: Long Hill Conference Room

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

ELECTION OF OFFICERS

RULES OF PROCEDURE - TRUMBULL BOARD OF FINANCE

CALENDAR YEAR 2013 - BOARD OF FINANCE MEETINGS

INTRA-DEPARTMENTAL TRANSFERS LESS THAN \$1,000

F/Y/E 2013 TRANSFER

12-12-01	Chief Thomas Kiely	FROM: 01023400-578801 Emergency Management – Maintenance & Service	\$5,628
		TO: 01023400-534402 Emergency Management – Program Supplies	\$5,628
		Hurricane Sandy expenses and supplies	

TOWN TREASURER'S REPORT – John Ponzio

AUDITOR'S REPORT – Jim Henderson

DISCUSSION ITEMS

- Discussion of preliminary Hurricane Sandy expenditures
- Year to Date Budget to Actual Report – Expenditures FY 2013

APPROVAL OF MINUTES – November 8, 2012

ADJOURNMENT

TRUMBULL BOARD OF FINANCE

RULES OF PROCEDURE

1. Roberts Rules of Order shall govern the conduct of all meetings of the Trumbull Board of Finance unless substituted for herein or otherwise required by law.
2. The regular monthly meeting of the Trumbull Board of Finance will be held on the second Thursday of each month beginning at 7:00 except for such other dates or times as otherwise adopted by the Board, or by the Chairman after consultation with the Board.
3. Agendas for the regular monthly meeting of the Trumbull Board of Finance shall be delivered to all Board members and alternates seven (7) days prior to the meeting as originally scheduled or rescheduled by the Chairman per Rule #2 above. The Department of Finance shall put forth all requests to be placed on the agenda during the first week of the month in which the meeting is to take place consistent with the requisite mailing schedule.
4. Board members should review the agenda in advance of the meeting and, if they have any concerns or need any additional information regarding specific Agenda items, should contact the Director of Finance so that the requested additional information should be made available at or prior to the meeting.

Any Board member making a request directly to an individual or department head for other information will copy all members of the Board of Finance.

The Chairman shall request all responses be returned either to the Chairman via email, or, if not possible, to all members directly.

The Chairman shall disseminate all responses received from department heads directly to all Board members.
5. In the absence of the Chairman, the Vice Chairman shall have sole authority to cancel meetings except in the case of inclement weather or emergencies, where the decision is made consistent with the closing of Town Hall.
6. Special meetings of the Board can be called by the Chairman or the Vice Chairman or any two members of the Board may petition for a special meeting by a letter to the Chairman or the Vice Chairman. Any meeting called under this section must be held within fourteen calendar days of the date of receipt of the request.
7. If a regular member is absent and does not designate an alternate to act, the Chairman of the Board of Finance may designate an alternate subject to the provisions of section 9-167a of the Connecticut General Statutes to act in the absent members place. In all matters, except voting, alternative members of the Board have the same rights, privileges and responsibilities as sitting members.
8. The Financial/Accounting Controls Analyst shall report monthly to the Board of Finance on all activities and findings for the prior month and, as such, is available to all members for the purpose of providing information on Town Finance matters; however, his/her work priorities are determined by the Chairman. All requests for information from the Financial/Accounting Controls Analyst may go through the Chairman or if made direct, include all members of the Board on copy.
9. The Board will review the Financial/Accounting Controls Analyst's performance annually in June and make appropriate recommendations.
10. All members of the Board are entitled to have a brief summary of their remarks as they pertain to a specific agenda item included as a part of the minutes by so requesting at the applicable time.

11. With the exception of budget hearings and budget voting sessions, the monthly meetings shall adjourn no later than 10:30 p.m. However, such adjournment at 10:30 p.m. may be waived by an appropriate motion and majority vote of all voting members.

12. The agenda and available backup will be placed on the official Town website three (3) days prior to the meeting date.

13. Minutes shall be posted in accordance with the time requirements of FOI (Freedom of Information Act) and Town Charter noted as DRAFT – Subject to Modification and Approval. After minutes are approved at a subsequent meeting, they will be updated and posted as final in place of the draft.

**TOWN OF TRUMBULL
BOARD OF FINANCE MEETINGS
CALENDAR YEAR 2013**

Thursday, January 10, 2013

Thursday, February 14, 2013

Thursday, March 14, 2013

Thursday, April 11, 2013

Thursday, May 09, 2013

Thursday, June 13, 2013

Thursday, July 11, 2013

Thursday, August 08, 2013

Thursday, September 12, 2013

Thursday, October 10, 2013

Thursday, November 14, 2013

Thursday, December 12, 2013

BOARD OF FINANCE

INTRA-DEPARTMENTAL TRANSFERS LESS THAN \$1,000

POLICY AND PROCEDURE

Purpose: In order to promote departmental efficiency, it is the intent of the Board of Finance to give the Director of Finance for the Town of Trumbull limited authority to perform intra-departmental transfers without prior approval of the Board of Finance.

Scope: The Director of Finance shall have the authority to perform intra-departmental transfers in an amount less than \$1,000 per transfer without prior approval of the Board of Finance. In no case, without exception, may the Director of Finance perform intra-departmental transfers in amounts of \$1,000 or more or inter-departmental transfers of any amount without prior approval of the Board of Finance.

Duration: This policy shall go into effect on December 08, 2011 and expire on November 30, 2012. The Board of Finance reserves the right to cancel or modify this policy by majority vote of the Board of Finance and with notice to the Director of Finance. This policy may be renewed by unanimous vote of the Board of Finance after the expiration date of November 30, 2012.

Procedure: Upon request of a Department head for a transfer of funds between department accounts of less than \$1,000, the Director of Finance may make such transfer under the authority granted by this policy. At the next Board of Finance meeting, the Director of Finance will list all such transfers and present this information to the entire Board. At that time, any member of the Board of Finance may ask any questions concerning these transfers

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 12/13/2012
AGENDA: 12/12/01
AMOUNT: \$5,628

2012-2013

(A) APPROPRIATION]

FROM: ACCOUNT NO.
ACCOUNT NAME

TO: ACCOUNT NO.
ACCOUNT NAME

(B) TRANSFER]

FROM: ACCOUNT NO. 01023400-578801 \$5,628
ACCOUNT NAME Emergency Management –
Maintenance & Service

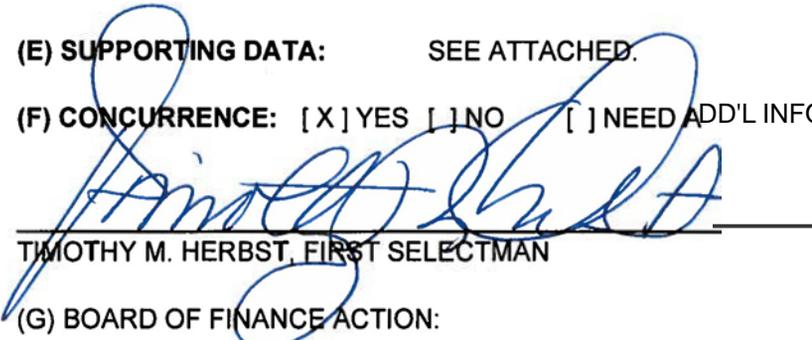
TO: ACCOUNT NO. 01023400-534402 \$5,628
ACCOUNT NAME Emergency Management-
Program Supplies

(C) SUMMARY OF REQUEST: Expenses incurred with Hurricane Sandy

(D) REQUESTED BY: Chief Kiely

(E) SUPPORTING DATA: SEE ATTACHED.

(F) CONCURRENCE: YES NO NEED ADD'L INFORMATION


TIMOTHY M. HERBST, FIRST SELECTMAN

(G) BOARD OF FINANCE ACTION:

1. APPROVED_
2. RECOMMENDED TO TOWN COUNCIL_
3. TABLED_
4. DENIED_
5. OTHER_



01	GENERAL FUND		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01023400	501102	SAL-PT/PER	34,080	0	34,080	18,249.99	.00	15,830.01	53.6%
01023400	501105	SAL-OVRTIM	20,171	0	20,171	13,155.09	.00	6,615.91	67.2%
01023400	501888	UNIFORMALL	600	0	600	284.95	.00	315.05	47.5%
01023400	534402	PROGSQPPL	3,000	0	3,000	5,276.56	.00	-2,276.56	175.9%*
01023400	578801	MNTNCE-SV	19,500	0	19,500	13,871.04	.00	5,628.96	71.1%
01023400	578802	MNTNCE EQP	1,625	0	1,625	456.84	.00	1,168.16	28.1%
01023400	590014	TELEPHONE	11,824	0	11,824	5,139.36	.00	6,684.64	43.5%
TOTAL GENERAL FUND			90,800	0	90,800	56,833.83	.00	33,966.17	62.6%
TOTAL EXPENSES			90,800	0	90,800	56,833.83	.00	33,966.17	

12-12-01

Maria Pires

From: Denise Sepot
Sent: Monday, December 03, 2012 2:46 PM
To: Maria Pires
Cc: Ronald Kirby
Subject: RE: Board of Finance Meeting
Attachments: Storm Sandy expenses.xlsx

Maria,
Attached are the charges against 01023400-534402 totaling \$4,698.72 for Storm Sandy. The remainder will be used by Lt. Kirby for miscellaneous items (office supplies, etc.) for the remainder of the year.
Denise

<p>Denise Sepot TrumbullPolice Department Finandal AdminiStrative Assistant</p> <p>(203) 261-3665 X241 dsepotrumbull-ct.gov</p> <p>158 Edison Road Trumbull,CT 06611</p>	
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From: Maria Pires [mailto:mpires@trumbull-ct.gov]
Sent: Monday, December 03, 2012 2:32PM
To: Denise Sepot
Cc: Thomas H. Kiely; Ronald Kirby; pcollier@trumbull-ct.gov; Michael Harry
Subject: RE: Board of Finance Meeting

We are putting an agenda together and will be adding the transfer listed below in the amount of \$5,628.96 . Once again what makes up this amount, you gave me \$4,000 but what is the detail of the additional \$1,628.96, do you a list you can provide me to send with the agenda? Also is this amount still correct or is does it need to be changed?

Thanks
Maria

From: Denise Sepot
Sent: Thursday, November 08, 2012 11:36 AM
To: Marla Pires
Cc: Thomas H. Kiely; Ronald Kirby
Subject: RE: Board of Finance Meeting

Right now I have receipts for Hurricane Sandy totaling over \$4,000, and people are still coming in with receipts. The excess in 578801 is the savings of changing to the Code Red System. This is a quick fix for now.
By the end of the fiscal year, a supplement may be necessary.
Denise

12-12-01

Stop & Shop	\$87.21
Stop & Shop	\$151.21
Big Y	\$132.97
Porricelli's	\$134.12
Gall's	\$185.00
Jennie's	\$224.00
Pricerite	\$11.20
Vazzy's	\$123.97
Jennie's	\$302.00
Old Towne	\$113.00
Meritt Canteen	\$276.00
Costco	\$37.99
Home Depot	\$1,998.00
Dunkin Donuts & Bruggers	\$139.94
Porricelli's	\$191.57
Giovi's	\$124.99
American Pie	\$36.74
Vazzy's	\$250.99
Brugger's & Stop & Shop	\$27.86
Dunkin Donuts	\$70.00
Costco	\$79.96
	\$4,698.72

Operational Efficiencies in Shared Services with the Town of Trumbull

Project Implementation Questions

Recommendations	Objective	Priority	Questions	Plan of Implementation
3.2	Improve purchasing power by collaborating on bulk purchases and making better use of cooperative purchasing arrangements.	High	What purchasing does TPS initiate and oversee? Do the schools belong to a purchasing consortium with other school districts? What bulk purchases can be made along with the Town? What system will be implemented to filter all purchases through the Town purchasing agent?	Investigate bidding cooperatives with Regional Council of Governments and the Cooperative Purchasing Network.
3.3	Ensure that both the Town and TPS have regular internal audits that are based on comprehensive risk assessments.	High	Will the Town auditor be allowed to conduct an internal audit on any function of TPS? Will Town auditor be allowed to perform risk assessments on any aspect of the TPS school district? If not who will decide what outside firm will be brought in to accomplish an audit or an assessment?	The Superintendent of Schools has expressed concerns regarding this recommendation. Refer to attached Board of Education minutes.
3.4	Implement an automated timekeeping system for TPS.	High	What automated time system can be utilized by both the Town and TPS? Kronos? What programming bridges need to be accomplished with the existing MUNIS financial system for both the Town and BOE?	The Town has received information from a payroll company Paychex that will integrate automated timekeeping with the Town's existing financial software (MUNIS) and also outsource payroll preparation and administration. 2013/14 budget year. Other options will also be reviewed and considered.
4.3	Fully implement MUNIS.	High	What are the modules in MUNIS on the Town side that are not being fully utilized? What programming in MUNIS needs to be accomplished to accommodate electronic automated timekeeping system? What are the costs associated with implementation?	The Town has obtained quotes from MUNIS for installation of additional modules (General Billing), (Expanded Time and Attendance module). See attached backup for cost of implementation.
5.2	Conduct a comprehensive energy audit.	High	What energy savings efforts have been implemented by both the Town and TPS? What efforts still need to be accomplished and what can be done in an overall comprehensive collaborative effort?	Earth Core Energy Services has entered into an agreement with the Town to help implement energy saving measures. The agreements cover the Trumbull Town Hall as well as the Trumbull Police Department. No outlay of funds is required.
8.1	Consider consolidating the Town and TPS health insurance programs and moving to the new State Health Insurance Program.	High	Will the change to new insurance plan have to be negotiated with unions? TPS unions? Town unions? What will be the timetable on conversion to new plan? Can we obtain a copy of the state plan? If state plan is not feasible can the Town and TPS still look into pooling together in the existing plan?	The Town is investigating the State Health Insurance Program along with TPS. Information will be gathered from informational meeting on the CT Partnership Insurance Plan. Summary of information is attached. Implementation ideally would be for new renewal date of 7/1/13 for the 2013-14 budget year.

Operational Efficiencies in Shared Services with the Town of Trumbull
Project Implementation Questions

Recommendations	Objective	Priority	Questions	Plan of Implementation
8.2	Phase out the payment in lieu of benefits for employees waiving participation in the health insurance program.	High	The phase out of payments in lieu of benefits will have to be negotiated with unions. How soon can this be implemented?	Currently there are eighteen town employees receiving payments in lieu of benefits on the Town side. Will be addressed at renewal time.
3.7	Incorporate efficiency measurements into the budget development process to ensure efficiency in future years.	Medium	Who will monitor recommended efficiencies on an on going basis? Who will assist in their implementation and monitoring in future years?	Internal audit to assist in monitoring of efficiencies in future years.
4.1	Investigate opportunities for consolidated or shared IT services between the Town and TPS and develop a consolidated IT plan.	Medium	Will IT operate out of a central location? Who will determine priorities or projects that need to be completed? How will equipment be procured? What services will be shared?	Investigate migration to single ERP system for the 2014-15 budget year. Currently both the Town and TPS use the MUNIS financial system.
5.1	Develop a cooperative maintenance and custodial function between TPS and the Town.	Medium	Will custodial services be centrally located? Will the custodial service operation be out-sourced? Will the Town continue to use an outside company for night time custodial services?	As part of the 2013-14 budget year consolidation of maintenance function needs to be addressed for facilities to obtain savings.
3.1	Consolidate the accounts payable and payroll functions of the school district into the Town of Trumbull's Finance department.	Medium	Where will the A/P and payroll functions be located after the consolidation? What steps will need to be taken to accomplish the consolidation? How will staffing be allocated? What collective bargaining units are affected by this transition?	Superintendent of Schools does not feel this is a feasible recommendation. Who will come over from BOE employee pool? See attached BOE minutes.
9.2	Develop alternative payment mechanisms for the Town of Trumbull Tax Collection Office.	Medium	Can the Tax Collectors office have drop boxes at secure locations to accommodate tax payments? Can the present system be changed to a two payment collection? What on-line payment options are available in MUNIS?	People's Bank has offered opportunity of secure drop boxes at various locations for convenience of making tax payments.
3.5	Implement a mandatory direct deposit policy for both the Town and TPS.	Low	To implement the recommendation will this have to be a negotiated point with all unions? If not how much time would it take to get all employees on board with direct deposit?	Presently between 95 and 100 employees receive a check each week. These employees will have to be asked to convert to direct deposit. Part-time 58 of 104 employees receive checks. Full-time 19 of 251 employees receive checks.

Operational Efficiencies in Shared Services with the Town of Trumbull
Project Implementation Questions

Recommendations	Objective	Priority	Questions	Plan of Implementation
3.6	Streamline the payroll process by moving to less frequent payrolls.	Low	Can we change the payroll to bi-weekly instead of weekly? If so, what changes will have to be made to the payroll system to accommodate a bi-weekly payroll?	Electronic payroll timekeeping will be implemented and bi-weekly payroll will be considered. Will this change have to be negotiated with the unions?
9.1	Engage in dialog with neighboring Town and the fire districts to form consolidated property assessment and tax collection efforts.	Low	What type of economies of scale can be achieved? Who would partner with us? What would be the logistics of an operation such as this? What type of MUNIS software changes need to be made?	MUNIS software upgrades will be accomplished then a feasibility study will have to be conducted regarding sharing services with other municipalities.

TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT Regular
Meeting- November 13, 2012
Long Hill Administration Building
Lon-aine R. Smith Assembly Room

The Trumbull Board of Education convened in the Long Hill Administration Building for a Regular Meeting.

Members present:

Members absent: S.

Wright, Chairperson
D. Herbst, Vice Chairperson
T. Kelly, Secretary
L. Chary, Board Member L.
Labella, Board Member R.
Seaman, Board Member M.
Ward, Board Member

Agenda Item I – Call to Order

The meeting was called to order at 7:05p.m.

Agenda Item II –Preliminary Business

A. Salute to the Flag - The Public Session began with a salute to the Flag. B.

Correspondence -There was no correspondence this evening.

C. Comments – There were no public comments this evening. At this time, Chairman Wright noted several high school team accomplishments-Trumbull Agriscience and Biotechnology Center's team was awarded first place in the Connecticut League of Women Voters' Marketing Plan Contest, Mock Trial placed sixth at the Empire International Competition among 36 international teams. He complimented Frenchtown Principal Jackie Norcel and her staff for a well received Democracy Day. He also conveyed that the Board of Education participated in a Tri-Board Town meeting with the Board of Finance and Town Council to review the Gibson Report.

Agenda Item III – Consent Agenda

A. Personnel – Superintendent Iassogna noted that two appointments were made and no Board action was needed.

B. Approval/Minutes-Regular Meeting -10/16/12 Revised minutes were distributed to the Board and Superintendent Iassogna noted that the sentence referring to a motion to approve staff appointments was removed as no Board action is needed for appointments. It was moved (Labella) seconded (Seaman) to approve the revised minutes as presented. Vote: 5 in favor (Herbst, Kelly, Labella, Ward, Wright) 2 abstentions (Chary, Seaman). Motion passes.

Agenda Item IV-Reports/Action Items

A. Donation to Pupil Personnel Services (PPS) Department -Mr. Iassogna conveyed that in connection with the settlement of a special education case, a parent is making a gift to the District in the amount of \$29,986.66 to be applied toward special education expenses. He noted that according to Connecticut

State law, a Board of Education can accept gifts such as these. A brief discussion ensued and it was noted that the monies received would be used toward PPS expenses. **It** was moved (Labella) seconded (Chory) to accept the donation of \$29,986.66 to be used for PPS (special education) operational expenses. Vote: Unanimous in favor.

B. Hurricane Sandy District Update-Mr. Iassogna reported that although the Town suffered considerable damage (downed trees and power lines, slow restoration of electricity) from the storm, the schools were minimally impacted. Both Hillcrest and Madison Middle Schools had roof damage and repairs were made before students returned to classes and Food Services lost perishable food items at the elementary schools. Mr. Iassogna gave kudos to the Town's Emergency Management Team whose efforts were tireless and in many instances above and beyond what was needed. He also praised the maintenance and custodial staff for their efforts during the storm and noted that the district will be applying to FEMA for expenses related to the storm but not covered by insurance. The Superintendent also conveyed that the district now has lost 6 school days which will be added to the end of the school year, as adopted in the 2012-13 school calendar. It was noted that any additional closure days will be taken from the February vacation beginning with Friday, February 22, 2013. If any additional days are needed after February vacation days are used, the issue will be brought to the Board for action.

C. South Korea Career Education International Forum-Dr. Cialfi reported that he was invited to participate in a Career Education International Forum sponsored by the Korea Research Institute for Vocational Education and Training, held in Seoul, Korea from October 31-November 1, 2012. He noted that Australia, Denmark and England participated in the forum along with the United States. Dr. Cialfi reviewed his presentation to the Forum which highlighted commonalities and differences among these countries. Topics discussed included career and college expectations, application of skills and basic content, quality assurance, common core state standards and international benchmarks, United States' (U.S.) focus on STEM (science, technology, engineering, and mathematics), and connecting secondary education, higher education and business/industry through the U.S. reauthorization of the 2006 Carl Perkins grant for "career and technical education" (CTE). He also noted that other countries have a strong focus on career education with its own curriculum. Dr. Cialfi further conveyed that the forum was a great program for sharing ideas and embracing diversity.

D. Policies-Second Reading/Approval

1. Student Conduct on Buses, Policy Code 5114.1-Student Policy Advisory Committee (PAC) members Rhagan Fisher and Paul Leninger reviewed minor changes to the policy since the first reading including the addition of the Bus Conduct Report as an appendix to the policy. Discussion ensued and minor wording changes (changing "must" to "shall" in several regulations) were requested by the Board. **It** was moved (Ward) seconded (Herbst) to approve Student Conduct on Buses, Policy Code 5114.1 with the noted wording changes. Vote: Unanimous in favor.

2. Transportation, Policy Code 354I-PAC member Teresa Carter reviewed the minor changes to the policy since the first reading. Discussion ensued with minor wording changes (addition of "magnet schools" to out of district transportation) requested by the Board. **It** was moved (Wright) seconded (Seaman) to approve Transportation, Policy Code 354I with the noted wording changes. Vote: Unanimous in favor.

E. Overview and Discussion of Gibson Report-Mr. Iassogna shared that the Town of Trumbull engaged the Gibson Consulting Group to perform an analysis of the operating and management systems of the Town and Trumbull Public Schools, identifying opportunities for efficiencies and shared services which

do not impact or impede current operations and services. He conveyed that Mr. Gibson presented his report at a Tri-Board meeting (Board of Education, Board of Finance, Town Council) on November 8, 2012 and it was suggested at that meeting that each Town Board review the report separately and determine those recommendations that should be further reviewed and/or pursued. Mr. Iassogna reviewed recommendations he supports and the Board may wish to pursue if financially feasible including automated time keeping, direct deposit for all employees, overhauling accounts, upgrades in technology and infrastructure, energy audit, expanding Munis accounting system, feasibility of outsourcing custodial services, increase in student lunch prices, restructuring Transportation contract, considering Connecticut Health Insurance Program, and phasing out employee health insurance waivers. He also shared recommendations that are of concern and should be cautiously reviewed including consolidating accounts payable and payroll functions, streamlining payroll process, incorporating efficiency measures, Food Service scheduling, increasing elementary walking radius for bus service and closing a school. Mr. Iassogna also reported that the Gibson Report appears to have focused mainly on the Board of Education as the Police, Fire, Parks and Public Works departments were not included in the review and there was little focus on other Town operations. It was moved (Labella) seconded (Kelly) to send the Gibson Report to the Board of Education Finance Subcommittee for evaluation of efficiencies specific to Trumbull Public Schools and consistent with the priorities established by the Superintendent and Business Manager. A lengthy discussion ensued regarding the amount of work for the Finance Subcommittee, establishing a separate subcommittee to address the report, and having the Superintendent and Business Manager give direction on prioritizing recommendations. Chairman Wright called the question. Vote: Unanimous in favor.

F. Oral Reports

1. Teacher Board Representative Katie Boland shared that as a semi-finalist in the Connecticut Teacher of the Year Program, she was invited to be a member of the State committee on the new teacher evaluation process and met with other semi-finalists and Education Commissioner Stefan Pryor. She also shared many concerns/frustrations of the elementary teaching staff with regard to problems with each school's computer lab, including computer malfunctions, lack of a computer para to trouble shoot problems, having to load programs for students, paperwork involved in reporting problems, and outdated equipment.
2. Alternate Student Board Representative Justin Puzio reported on the accomplishments of Mock Trial, THS included in AP Honor Roll, a successful United Nations Day program and gave accolades to the THS guidance department. Alternate Student Board Representative Erin Puglia reported on Spirit Day, Veteran's Day Assembly, Golden Eagles Marching Band's second place finish in the MAAC championships, and the THS girls' soccer team advancing in State playoffs. Student Board Representative Jason Nagel reported on the Thanksgiving food drive, a second successful Advisory Day, ninth grade health classes' program on the dangers of tanning salons, PTSA meeting, and the THS newspaper is now online on the Trumbull High website. Student Board Representative Madeline Krahn reported on student athletes' participation in the State Sportsmanship conference with Athletic Director Mike Herbst, parent/teacher conferences, Peer Mediators' participation in conference in Virginia, We the People team preparing for competition in December, and the ninth grade Underage Drinking Forum to be held November 28th.

Agenda Item V – Receive and File

These items were received and filed.

Adjournment

Board Members gave unanimous consent to adjourn the Public Session at 9:17 p.m.

Project- Approval Checklist

Customer Town of Trumbull -Town Hall
 Proj # FB2v

	Standard ECB / EO/ MEO/ MECB projects
X	Project intent form (if applicable)
X	ECBIEO Agreement
X	ECBIEO Schedule A
	Design Agreement (if applicable)
X	Enernet project print screen with projected mstall date
X	Enernet pre-approval summary print screen identifying the peak kW relationships
X	Enernet attachments print screen identifying the attached documents
X	Review and analyze the Customer's / Vendors / EnerNet proposed project and savings- validating / justifying the kWh and kW savings claims
X	Review the project Cost Rates which should not exceed 175% of the targets submitted in the filing for kW and kWh saved
X	Review the peak kW relationships – any discrepancies should be resolved or a justifying explanation documented in the Enernet memo field.
X	Effectively communicate the project's activity and progress by updated EnerNet Memo entries.
	CT DPW Screening Tool (if applicable)
	MEO Financing Projects
X	All applicable documents from above
	Information for completing a Purchase Order Requisition Form
X	Financial Agreement

I certify that all required documentation an....."-100
 are accurate. d calculations have been reviewed and

Engineer / Mktg Rep Signature



APPROVED AUG 03 2012

ENERGY OPPORTUNITIES

1-877-WISE USE

Energy Opportunities Standard Agreement

Connecticut Energy Efficiency Fund Program
Energy Efficiency Services

This Agreement as dated below (the "Effective Date") is entered into between The Southern Connecticut Gas Company (hereinafter SCG) and

Town of Trumbull- Dept 001 Town Hall

("Customer") pertaining to the building to be constructed or reconstructed or equipment installed at

MAIN ST 5866 ; TRUMBULL, CT

(the "Facility"), EO Project# FB2v, and analyzed or installed by

&c-t/ rt If y £v / 1)' 57/t1 "1") f.cfes ner / Vendor").

To encourage natural gas energy efficiency, in accordance with Connecticut's 2007 Joint Natural Gas Conservation Plan approved by the Department of Public Utility Control in Docket No. 06-10-03, SCG is pleased to offer *Town Of Trumbull-Dept 001 Town Hall* (hereinafter, the "Customer") the Energy Efficiency Services from the Connecticut Energy Efficiency Fund (CEEF) in connection with the Customer's facility located at *MAIN ST 5866 ; TRUMBULL, CT*. Please return this signed Agreement within thirty (30) business days. Your participation in this program is subject to the following terms and conditions:

1. The attached Energy Efficiency Services Standard Terms and Conditions, as well as the attached Schedule A (described below) are part of this Letter of Agreement. In the event of a conflict between this Letter of Agreement and the Energy Efficiency Services Standard Terms and Conditions, this Letter of Agreement controls.
2. The original Proposal and the requirements in the Request for Proposer are automatically made part of this Agreement.
3. SCG may cancel this Agreement immediately and without notice to the Customer if any of the following conditions exist:
 - (i) the Customer fails to sign this Agreement within thirty (30) business days of SCG's approval date;
 - (ii) the Customer fails to initiate installation or construction of the project within sixty (60) business days of SCG's approval date;
 - (iii) the Customer has not submitted to SCG a written explanation acceptable to SCG in its sole discretion outlining the reasons why the initiation of the construction process has not begun within sixty (60) business days of the approval date. These situations will be subject to SCG review on an individual basis.
 - (iv) the Customer fails to install replacement equipment within ten (10) months of SCG's approval date (as applicable), or if the Customer fails to complete the construction of the Facility within two (2) years of SCG's approval date
 - (v) the customer is not engaged in a continual program of construction, reconstruction, retrofitting, or refurbishment ("Construction of the Facility" by the end of two (2) years or ten (10) months (in the case of equipment replacement) from SCG's Commitment Date (as applicable), and has not submitted to SCG a written explanation outlining the reasons why and which explanation is acceptable to SCG in SCG's sole discretion. These situations will be subject to SCG review on an individual basis.
4. All EEMs must be installed by the Participant and accepted by both the Customer and SCG by the milestone dates listed above. Failure of Participant to install all EEMs as described and shown in Schedule A by the milestone dates listed above may disqualify Customer from receiving an incentive payment.
5. The Customer shall provide invoices to SCG or its agent for all EEMs installed in the energy analysis as approved by the Utility Representative or Quality Assurance ("QA") contractor and/or Schedule A of this Agreement.
6. SCG agrees to pay incentives for all EEMs that comply with the Standard Terms and Conditions and Schedule A. Upon compliance with all terms and conditions of this Agreement, including the attached Energy Efficiency Services Standard Terms and Conditions, payment will be made to *Town Of Trumbull-Dept 001 Town Hall* located at *MAIN ST 5866 ; TRUMBULL, CT*, following inspection and approval by SCG or its designee.
7. The Customer is not obligated to install any of the EEMs referred to in this Agreement, and, at any time, may decide to forego any incentive payment for which the Customer may be eligible.
8. No payment shall be made for EEMs not listed in the Schedule A, or for EEMs installed before this Agreement was fully executed.
9. The Customer may propose changes to the scope of this Agreement by giving written notice to SCG. No change by the Customer shall be effective without the prior written approval of SCG. This Agreement may not be modified or amended except in writing signed by all parties.

Energy Opportunities Standard Agreement

Connecticut Energy Efficiency Fund Program
Energy Efficiency Services

10. This Agreement shall be administered and interpreted under the laws of the State of Connecticut. If any part is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of the terms and conditions shall continue in full force and effect.
11. If the Customer agrees to the terms of this Agreement, then sign the three originals and return two of the Agreements and the Schedule A to:

Roy W. Haller, CEM
Manager, C&I Energy Services
United Illuminating
157 Church St. MS 1-68
P.O. Box 1564
New Haven, CT 06510

This Agreement shall be valid only if signed by all parties. If after receipt of the signed Agreement the Customer does not sign the Agreement, there is no valid contract between the parties.

Energy Opportunities Standard Agreement

Connecticut Energy Efficiency Fund Program
Energy Efficiency Services

STANDARD TERMS AND CONDITIONS

BASIC UNDERSTANDINGS

SCG has integrated its energy conservation program with the Connecticut Energy Efficiency Fund's (CEEF) Energy Opportunities which is designed for new construction, major renovation and equipment replacement projects. SCG offers to pay incentives to certain customers for including energy efficient measures (each an "Individual Measure" and collectively, the "Measures") in the Customers' facilities. This Agreement provides the terms and conditions for payment of Incentives and any applicable Bonus Incentives by SCG to a Customer under the Energy Opportunities program. The terms and conditions as outlined in this standard agreement pertain to Municipal projects as well.

Any SCG Commercial, Industrial, Multifamily or Municipal Customer, as defined by SCG's Firm Rate structure; or the State of CT legislature's definition of municipality; are eligible for participation in the Energy Opportunities program.

1. The Customer shall obtain all necessary permits and comply with all applicable laws, ordinances, building codes, and regulations of all appropriate governing authorities. Moreover, the Customer shall be responsible for any infraction or violation thereof, and any expense or damage resulting therefrom.
2. The party receiving Incentives shall be responsible for any tax liability associated with Incentive payments. An Internal Revenue Service ("IRS") Form 1099 shall be issued to a Customer who receives Incentive payments of \$600 or more per year, which amount is subject to change based on IRS reporting requirements in effect at the time the Incentive payment was made.
3. To be eligible for an Incentive payment, the project must be inspected and verified to be installed and operating in accordance with the energy analysis as approved by the QA contractor and/or Schedule A, by SCG or its designee. The Customer shall allow SCG or its designee reasonable access to the facility to conduct such inspections and shall supply SCG with copies of any documents necessary for it to verify that the project complies with all of the Agreement requirements.
4. The Actual Incentive payment to the Customer is based on the measures actually installed by the Customer and the measures shown in Schedule A, whichever cost is less, and may differ from the Estimated Incentive bill included on SCG's review and approval of final installed costs. SCG will provide the Customer with the Actual Incentive payment based on SCG's review and approval of final installed costs after installation of all measures. SCG shall withhold the Actual Incentive payment until such time as it can verify the Customer's actual cost of the measure and the projected energy savings of the measure. SCG is solely responsible for determining the Incentive amount and reserves the right to withhold the Incentive payment until it has verified the true actual cost of the measures.
5. Only existing firm customers of SCG, at time of inspection, are eligible to become Customers in any of the conservation programs.
6. SCG does not guarantee that the Customer's actual savings will occur at the level projected in the energy analysis report and/or Schedule A. Factors that are impossible to predict, such as facility expansion, cutbacks, or weather changes, all may impact the Customer's future natural gas use.
7. SCG reserves the right to perform, at its own expense, and within two years of project completion, a confidential project evaluation, under actual operating conditions, to help determine the actual energy savings. The Customer shall provide information as necessary to facilitate this evaluation.
8. SCG may cancel this Agreement immediately and without notice to the Customer if any of the following conditions exist:
 - (i) the Customer fails to sign this Agreement within thirty (30) business days of SCG's approval date;
 - (ii) the Customer fails to initiate installation or construction of the project within sixty (60) business days of SCG's approval date;
 - (b) the Customer has not submitted to SCG a written explanation acceptable to SCG in its sole discretion outlining the reasons why the initiation of the construction process has not begun within 60 business days of the approval date. These situations will be subject to SCG review on an individual basis.
 - (iv) the Customer fails to install replacement equipment within ten (10) months of SCG's approval date (as applicable), or if the Customer fails to complete the construction of the Facility within two (2) years of SCG's approval date
 - (v) the Customer is not engaged in a continual program of construction, reconstruction, retrofitting, or refurbishment ("Construction") of the Facility by the end of two (2) years or ten (10) months (in the case of equipment replacement) from SCG's Commitment Date (as applicable), and has not submitted to SCG a written explanation outlining the reasons why and which explanation is acceptable to SCG in SCG's sole discretion. These situations will be subject to SCG review on an individual basis.
9. SCG may, by written notice, terminate the Agreement for convenience, in whole or in part. In this event, SCG shall pay the unit or pro rata price for the performed and accepted portion of the project, and a reasonable amount, not otherwise recoverable from other sources, for the unperformed or unaccepted portion of the project, provided that the total compensation does not exceed the total amount in the Letter of

Energy Opportunities Standard Agreement

Connecticut Energy Efficiency Fund Program
Energy Efficiency Services

Agreement. No allowance will be made for anticipated profits. SCG shall not be liable for any consequential or incidental damages for termination under this Article.

10. SCG may, by written notice, terminate the Agreement for the Customer's refusal or failure to comply with its provisions, in whole or in part.
11. If the Customer requests in writing additional time to complete the EEMs at least 5 business days prior to the projects estimated completion date as stated in the Agreement, SCG may grant an extension, in accordance with the Energy Efficiency Services Standard Terms and Conditions then in effect.
12. The Customer shall hold harmless SCG, its directors, officers, employees, agents, affiliated companies, and representatives, against and from any and all loss, claims, actions, or suits, including cost and reasonable attorneys' fees, arising from the Customer's participation in SCG's Energy Efficiency Services.
13. These Standard Terms and Conditions are binding on the heirs, successors and assigns of the Customer and SCG. The Letter of Agreement shall not be assigned by either party without prior written consent of the other. The Customer agrees to include the Agreement in all leases, sales contracts, and other similar documents relating to the use and ownership of the facilities for which Energy Efficiency Services have been provided by Southern.
14. These standard Terms and Conditions are applicable only to the facilities described in the Agreement and not to any additions to the Customer's facility that may be serviced by SCG in the future.
15. This Agreement shall be administered and interpreted under the laws of the State of Connecticut. If any part is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of the terms and conditions shall continue in full force and effect.
16. The Customer understands that all funding for this program is managed by SCG and funded by SCG's customers. SCG is not responsible for any costs or damages incurred by the Customer if funding for this program is reduced, eliminated, or otherwise disapproved, adjusted, or modified (in whole or in part) by the State of Connecticut or the State of Connecticut Public Utilities Regulatory Authority.

In order to evidence its agreement to the above terms, each party has signed or caused an authorized representative to sign this Agreement on the date(s) specified below.

CUSTOMER

By: _____

N _____

Title: *Unit D-f Pittsburg*

Date: *fi { (J-*

THE SOUTHERN CONNECTICUT GAS COMPANY

By: *John Slgona*

Title: *Sen/or Sales Engineer* Date: _____

By: *4 tf, .;k&.-*

Title: *Mr, -(/1.;;r j/;_-J.*

Date: *f/3/!'2-*

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1-877-WISE USE

Municipal Energy Opportunities Standard Agreement

This Agreement Is entered into by and between The United Illuminating Company ("UI") and

_____ ("Customer"), pertaining to the building to be retrofitted at

_____ (the "Facility"), MEO Project# FB2v, by

EARTH CORE ENERGY SERVICES LLC (the "Installing Vendor"). The Effective Date of this Agreement is the date that this Agreement Is signed by both Customer and UI, subject to Section 5(b)(i) hereof.

BASIC UNDERSTANDINGS

UI has a conservation program called Energy Opportunities which Is designed for projects which "retrofit" existing systems with energy efficient alternatives. UI offer& to pay Incentives to eligible Customers who ratrollt existing systems with energy efficient measures (each an "IndividualMeasure" and collectively, the "Measures") to the Customers' facilities. This Agreement provides the terms and conditions for payment of Standard Incentives and any applicable Bonus Incentives by UIto a Customer under the Energy Opportunities program. Customer expressly represents and warrants that the execution, delivery and performance by Customer of this Agreement are within such Customer's powers and have been duly authorized by all necessary action on the part of the Municipality (or any other person or entity, as applicable). This Agreement constitutes a valid and binding agreement of the Customer, enforceable against such Customer In accordance with its terms. Customer further acknowledges and agrees that it has selected the Installing Vendor and has and wiff continue to be solely responsible for such selection, which selection was in accordance with any and all legal, governmental or regulatory rules and requirements (whether federal, state, municipal or otherwise) applicable to Customer. Any payments (If any) made by UI to fnstefHng Vendor in connection with installing Vendor's Installation of ECMs hereunder at the Facility and pursuant to Customer's direction as provided for herein, are made by UI solely in its role as administrator of conservation and load management programs approved by the Connecticut Department of Public Utflfty Control. UI assumes no responsibility or liability whatsoever with respect to Customer's selection of the Installing Vendor, the installing Vendor's Installation of the ECMs for Customer, and/or any agreement that installing Vendor and Customer may have entered into In connection with such Installation

1. CUSTOMER ELIGIBILITY

Any municipaUty that Is a retaU end use Uf customer is eligible to participate In the Energy Opportunities program.

2. INCENTIVES

- a. Subject to the terms and conditions contained herein, UI wJll pay Incentives to Customers for the installation of Energy Conservation Measures (ECMs) as specified in the attached Schedule A, incorporated herein by reference.
- b. ECMa are those conservation measures that are consistent with Uf's desire to achieve energy conservation and load management, and that are approved by Uf In advance and in Its sole discretion as set forth herein.
- c. Customer understands and agrees that incentive schedules for which Customer may be eligible vary based upon the cffasfflcatlon of customers.
- d. ECMs are not eligible for Incentives from the Energy Opportunities program If the Customer has received incentives for that specific ECM under any other UI Incentive program.

3. PRE-APPROVAL & PRE-INSTALLATION SURVEY

- a. Among other conditions for receipt of Incentives hereunder, UIIs not bound to pay any Incentive to Customer hereunder unless UI pre-approves In Its sole discretion each ECM that has been proposed by the Customer and/ or (as determined by UI) completes a satisfactory pre-fnstalatlon survey of the Customer's Facility.
- b. Uf reserves the right, in Its sole discretion, to approve or dis-approve any proposed ECM. Any failure to approve any end ali ECMs shall not under any circumstances constitute approval by Uf of such ECMs.
- c. Among other conditions for receipt of Incentives hereunder, UIIs not bound to pay any Incentives unless the Customer commits to fnstfaffng the ECM(s) evidenced by Its eK8CUtlon and delivery of this Agreement, Including Schedule A and complying With all of the terms and conditions contained in this Agreement including but not limited to the timeframa described in Paragraph 5. secUonb.



Municipal Energy Opportunities Standard Agreement

4. CUSTOMER APPLICATION & ANALYSIS

- a. The Customer agrees to comply with the steps outlined in Paragraph 5, section b.
- b. In addition to the execution and delivery of this Agreement, including Schedule A, UJ may, in its sole discretion, require the Customer to perform or cause to be performed a thorough analysis of the demand and energy reduction potential and life expectancy of the proposed ECMs ("Analysis"). In some cases, UJ may require, in its sole discretion, that a licensed or certified energy professional or engineer prepare this Analysis. Customer shall provide to UJ specifications, engineering data or other reasonable information necessary for the completion of such Analysis of the proposed ECM.
- c. UJ will review the Customer's Application and Analysis (if applicable) to determine the potential for reducing energy consumption at the Facility via the ECMs. UJ reserves the right, in its sole discretion, to accept, reject, or modify any calculations set forth in the Application and Analysis (if applicable) based on UJ's own analysis of the ECMs, including but not limited to the incremental cost of energy and demand savings, actual energy savings, life expectancy of the ECM, and the cost of the ECM.
- d. UJ reserves the right to approve only those site-specific ECMs that UJ believes have cost-effective energy reduction potential. In any case, UJ reserves sole discretion to approve or disapprove each proposed ECM in its sole discretion.

5. CANCELLATION

- a. Customer may cancel this Agreement at any time by providing UJ with written notice of the same.
- b. UJ may cancel this Agreement immediately without notice to the Customer if any of the following conditions exist:
 - I. the Customer fails to sign the Standard Agreement and Schedule A within 30 Business Days of UJ's approval date. For the sake of clarity, any Standard Agreement signed by Customer after such 30 Business Days shall automatically be void and of no force and effect;
 - II. the Customer fails to initiate installation or construction of the project within 60 Business Days of UJ's approval date;
 - III. the Customer has not submitted to UJ a written explanation, acceptable to UJ in its sole discretion, outlining the reasons why the initiation of the construction process has not begun within 60 Business Days of the approval date. These situations will be subject to UJ review on an individual basis;
 - IV. the Customer fails to complete the installation of the ECMs within 10 months of UJ's approval date;
 - V. the Customer has not submitted an acceptable written explanation outlining the reasons why the construction process has not been completed within 10 months of the approval date. These situations will be subject to UJ review on an individual basis.
- c. Upon cancellation of this Agreement by either Party, Customer will reimburse UJ within 30 Business Days for any and all payments made by UJ to Customer under this Agreement.
- d. If Customer does not install all of the ECMs listed in Schedule A, UJ may, in its sole discretion, adjust the incentives for which the Customer is eligible according to the criteria and participation requirements of the Energy Opportunities program.

6. POST-INSTALLATION VERIFICATION

- a. UJ will pay incentives to Customer only after UJ has performed to its sole satisfaction a post-installation inspection of the Facility and the ECMs. In addition to the foregoing, no incentive payment shall be made by UJ to Customer or installing vendor (as the case may be) until Customer has executed an acknowledgment in the form attached hereto as Exhibit 2.
- b. If as a result of UJ's post-installation inspection, UJ determines that the ECMs installed at the Facility were not installed in a manner that is consistent with the purpose of achieving energy savings, the Customer shall make modifications as determined to be necessary by UJ in order to ensure achievement of energy savings. A failure by Customer to promptly perform such modifications will result in Customer forfeiture of any incentives for which it is eligible.
- c. If as a result of UJ's post-installation inspection, UJ determines that the operation of any equipment installed in connection with Customer's participation in the Energy Opportunities program is not consistent with generally accepted industry standards and practices, including, where applicable, state or federal building code mandates, environmental regulations, and current standards published or otherwise recognized by the American Society of Heating, Refrigeration, and Air Conditioning Engineers ("ASHRAE") for the operation of Heating, Ventilation, and Air Conditioning ("HVAC") units, Customer shall make modifications as determined to be necessary by UJ to ensure compliance with such applicable standard(s). A failure by Customer to promptly perform such modifications will result in Customer forfeiture of any incentives for which it is eligible.

7. MONITORING & VERIFICATION



ENERGY OPPORTUNITIES

I-B77-WISE USE

Municipal Energy Opportunities Standard Agreement

- a. UI reserves the right to continue to monitor any or all proposed and Installed ECMs for the purpose of determining the actual value of energy reduction.
 - b. Customer agrees to grant UI access at all reasonable times to the Facility for the purpose of examining and monitoring proposed and Installed ECMs. The results of this monitoring will not affect any payments already received by Customer hereunder, except for such payments that are required to be reimbursed by Customer pursuant to the terms and conditions contained in this Agreement.
 - c. Customer understands and agrees that UI reserves the right to decrease any unpaid Incentive amounts for which Customer is eligible hereunder if, based on the results of UI's on-site monitoring and verification, UI determines in its sole discretion that less than the proposed ECM savings are likely to result via the ECMs.
8. INCENTIVE AMOUNTS
- a. Any Incentive amounts requested by Customer in connection with this program may be reduced by UI in its sole discretion and only Incentive levels approved by UI in connection with this Agreement are eligible to be earned by Customer.
 - b. UI reserves the right to modify any program Incentives for which Customer is eligible hereunder and the Incentive structure at anytime and without any prior notice to Customer.
 - c. In the event that, following execution and delivery of this Agreement, the program is modified or cancelled for any reason, this Agreement will continue in effect pursuant to all of its terms and conditions.
 - d. The dollar amount of the Incentive available to Customer pursuant to this Agreement is calculated by UI based on UI's understanding of the total project cost of the installation of the ECMs at Customer's Facility ("UI Total Project Cost") as supplied by Customer or the Installing Vendor. In the event that the actual project cost is lower than the UI Total Project Cost for any reason, including but not limited to the availability of any and all state, federal or local tax rebates that may be applicable to the Customer's installation of the ECMs at the Facility, and/or any and all rebates, incentives, credits or adjustments of any nature that Installing Vendor provides to Customer and which lowers the UI Total Project Cost, then Customer shall promptly provide UI with written notice of the same and UI reserves the right, in its sole discretion, to recalculate the dollar amount of the Incentive available to Customer under this Agreement based on the actual project costs and such recalculated Incentive amount shall be the Incentive available to Customer under this Agreement. In the event that UI has already provided Customer with an Incentive payment based on the UI Total Project Cost prior to UI's receipt of notice from Customer of an actual project cost that is lower than the UI Total Project Cost, UI may require Customer to refund the difference between the Incentive paid by UI to Customer and the Incentive that results from UI's Incentive recalculation based on the actual project cost. Any such refund shall be made by Customer within thirty (30) days after written demand of the same from UI.
9. COMPREHENSIVE PROJECTS
- a. Comprehensive projects may be eligible for bonus Incentives only if specific funding is available and approved.
 - b. Comprehensive projects may include energy savings from other fuel sources. However the value of the incentive will be based entirely on the electric energy savings components.
 - c. Projects are considered comprehensive if they consist of two (2) or more end uses and at least one (1) measure per end use. Projects consisting of multiple measures per end use are eligible provided that the project consists of at least 2 end uses and meet the criteria in Paragraph 9 (d, e) below.
 - d. No one end use can have 85% or more of the value of the project's energy savings or peak summer demand reduction (based on \$.35 per annual kWh or \$1000 per summer peak kW).
 - e. The remaining end use(s) must account for at least 16% of the value of the project's energy savings or peak summer demand reduction (based on the cumulative total of the remaining end use(s) and calculated at \$.35 per annual kWh or \$1000 per summer peak kW).
 - f. Each Measure will be reviewed independently to determine the applicability of the EO program Incentives based on the Energy Opportunities Incentive guidelines.
 - g. If the project is modified to where the project does not meet the comprehensive criteria then the incentive is calculated on the individual merits of the Measures due to scope changes and/or measures.



ENERGY OPPORTUNITIES

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Municipal Energy Opportunities Standard Agreement

- h. The project must have all Measures Installed within a reasonable time frame to receive the comprehensive Incentive. A reasonable timeframe is defined in Paragraph 5(b) above. UI reserves the right to modify the definition of a reasonable time frame based on the project. In the event, the scope of the project changes, the Incentive amount will be calculated on the merits of the remaining individual measures.
 - i. Projects will be reviewed on a case-by-case basis
10. MULTIPLE FUEL or NON-ELECTRIC ECMs
UI reserves the right in its sole discretion (but in no event is obligated) to pay Incentives for any energy saving non-electric ECM.
11. ECM INSTALLATION COST
- a. Customer shall supply UI with copies of all appropriate paperwork that documents that the construction or installation process has been initiated (such as a purchase order, bid document, contract etc. and any other documentation as requested by UI).
 - b. Customer shall supply UI with copies of all paid invoices (including all materials, labor, and equipment discounts) reflecting the actual costs of design engineering, purchasing, and installing the ECMs, along with costs for demolition and disposal of materials. UI may also request and Customer shall supply UI with other reasonable documentation or verification of the Customer's actual cost for purchasing and installing the ECM. Incentives are applicable to and available with respect to Incentives for ECM Installation costs only those ECMs that are actually installed and Customer is eligible for Incentives for ECM Installation costs only to the extent that the costs are deemed reasonable by UI in its sole discretion. Costs for financing, extra equipment, spare parts, inventoried items, painting, and any other non-installed materials are not eligible for UI reimbursement under this Agreement.
12. PAYMENT
- a. Incentive payments will be made by UI within 60 days after UI has completed a post-installation verification of ECM installations and the actual costs thereof to its sole satisfaction. UI may also arrange with Customer to make Incentive payments in installments. In addition to the foregoing, no Incentive payment shall be made by UI to Customer or installing Vendor (as the case may be) until Customer has executed an acknowledgment in the form attached hereto as Exhibit 2.
 - b. If Customer has an established UI account, it may request that the Incentive amount applicable to it under this Agreement be paid in the form of a credit to the Customer's electric bill by designating the method of payment on the Schedule A at the time of entering into this Agreement.
 - c. The Customer understands and acknowledges that UI shall pay the incentives from the Energy Conservation and Load Management Fund ("C&LM Fund"). In the event that all or any part of UI's C&LM Fund is designated by legislative or regulatory action for purposes other than implementation of UI's C&LM programs, and UI determines that the C&LM Fund is insufficient to cover the cost of such programs, UI shall have no obligation to pay any Incentives hereunder and shall have no further liability to the customer. Customer shall not hold UI liable in any way and shall hereby hold UI harmless from and against any and all liabilities, costs or damages incurred by Customer in the event of a program funding reduction or elimination, including but not limited to the insufficiency of the C&LM Fund to cover the cost of C&LM programs as determined by UI.
13. PERFORMANCE CONTRACTING
If the ECMs are being installed by a third party under a performance contract arrangement, UI reserves the right to determine the cost of purchasing and installing the ECMs as the costs actually incurred by the third party or in UI's sole discretion based upon UI's experiences with similar ECMs in other Customers' facilities.
14. FINANCING OPTION
- a. Third party financing for the ECMs to be installed at Customer's Facility pursuant to this Agreement may be available to Customer from a UI designated third party financing provider ("TPFP") provided that Customer's project meets (among other requirements) the following eligibility requirements:
 - (i) The project has a Simple Payback Period greater than 1.5 years but less than 7 years. Simple Payback Period means the total cost of the project divided by the estimated annual energy savings of the project through its first year of operation.
 - (ii) The project is eligible for inclusion in UI's Energy Opportunities program.
 - (iii) The project does not qualify for and participate in other financing options under Connecticut Energy Efficiency Funds (CEEF) programs administered by UI.



Municipal Energy Opportunities Standard Agreement

- (iv) The project is not a federal government or agency project
 - (v) The project includes only equipment retrofits (i.e., it does not involve new construction or major renovation).
 - (vi) The Customer is either (I) an industrial or commercial customer of UI (with SIC codes of 2000 through 3999), has less than 100 employees and has an average monthly demand above 10 kW but less than 350 kW over the past twelve months or (II) a commercial customer (with SIC codes of 4000-9000) with an average monthly demand above 10 kW but less than 350 kW over the past twelve months.
- b. Customer acknowledges and agrees that, in addition to the foregoing project eligibility requirements, Customer must apply to the TFPF in order to secure financing by the TFPF for its project (as described herein). The decision by the TFPF to provide (or not provide) financing to Customer in connection with its project is at the sole discretion of the TFPF and Customer acknowledges and agrees that UI is not responsible in any way for any decision by the TFPF to provide, or not to provide, financing for Customer's project. In addition to the foregoing, any and all financing transactions between the TFPF and Customer in connection with the project are solely between such parties. UI is not responsible in any way for any and all decisions, acts or omissions of the TFPF in connection with any and all financing transactions between the TFPF and Customer in connection with Customer's project. Customer hereby agrees to indemnify, defend, and hold harmless, UI, from any and all claims, actions, costs, expense, damages, and liabilities, including reasonable attorney's fees, resulting from or arising out of Customer's decision to seek financing for its project from the TFPF, including but not limited to any and all action or inaction of the TFPF related to the same.
- c. In the event that Customer receives financing from the TFPF as contemplated and provided for herein, UI may, in its sole discretion, provide an "interest rate buy down" in connection with such TFPF financing. An "interest rate buy down" means an upfront payment provided by UI (through use of CEEF funds) to the TFPF in order to lower the interest rate paid by Customer to the TFPF over time. An interest rate buy down is only available to Customer in connection with TFPF loans that are no less than \$2,000 and no greater than \$100,000. In the event that Customer (I) is eligible for and receives financing for its project from the TFPF pursuant to the TFPF's EO financing program and (II) determines, in its sole discretion, that it will provide an interest rate buy down in connection with such TFPF financing for Customer's project, then Customer will receive 100% of the incentive calculated by UI for the Customer's project and a partial interest buy down or subsidy, which in turn determines the available interest for the project either 7%, 8%, 9%, or 10% loans respectively. The total CEEF contribution (the calculated incentive plus the interest rate buy down) is capped and will not exceed 112.5% of the calculated program incentive. The maximum term of TFPF loans for which Customer receives an interest rate buy down from UI shall be (I) the Net Simple Payback Period for the project plus one year or (II) five years, whichever is less. In the event that customer elects to receive 100% of the calculated incentive (and a corresponding 10% interest rate) then the Customer will be eligible for the maximum five year term. Net Simple Payback Period means (A) the total cost of Customer's project that is the subject of this Agreement minus the incentive calculated by UI for the project divided by (B) the estimated energy savings expected to be experienced by Customer as a result of the project (as calculated by UI).
- d. Customer may seek additional financing from the TFPF up to a total amount of \$250,000. However, financed amounts greater than \$100,000 are not eligible for any interest rate buy down from the CEEF funds. Any financed amounts greater than \$100,000 will be subject to current market interest rates and will be determined by the TFPF.
- e. Customer may seek financing of its project from any third party financing entity provided, however, any interest buy down that the CEEF Fund and UI may provide with respect to Customer's project, if at all, shall only be applicable with respect to TFPF financing pursuant to the terms and conditions provided for herein.

16. ECMA MAINTENANCE

- a. In order to maintain the estimated energy savings benefit derived by UI for ten (10) years from the date of installation of the applicable ECMA, Customer agrees to repair or replace the ECMA periodically, using energy saving equipment similar or superior to the equipment that was installed originally. If Customer's performance of this provision proves to be impossible or impracticable, Customer shall, within ten (10) days of its determination of its inability to perform, notify UI promptly of its inability to perform and in such an event, UI may, at its sole and full discretion, require Customer to promptly reimburse UI for a prorated portion of all incentives and installation cost reimbursement paid under this Agreement subject to interest charges set forth in Paragraph 15(c) below.
- b. If UI in its sole discretion deems it appropriate, to ensure the efficiency gained through incentives paid by in connection with this Agreement, UI may require the Customer to maintain a service contract with a vendor acceptable to UI for the term of this Agreement, or another term determined by UI to be applicable to the specific ECM installed.



Municipal Energy Opportunities Standard Agreement

- c. Neither Customer nor its agents, contractors, or subcontractors shall knowingly circumvent the net energy performance of ECMs or related systems installed pursuant to this Agreement. In the event of a breach of this provision, UI will require Customer to reimburse in full all of the incentives and installation cost reimbursement paid for these ECMs. All Customer reimbursements to UI will include interest accrued from the date of receipt of the incentive by the Customer, at the annual rate of eight percent (8%).

16. LIMITATION OF LIABILITY

UI shall not be liable to Customer for any damages in contract or tort or otherwise including negligence caused by any activities in connection with this Agreement or in connection with the retrofitting of the Facility, including without limitation the actions or omissions of any design professional or any employee, agent, contractor, subcontractor or consultant retained by UI. UI's liability under this Agreement shall be limited to paying the incentives specified for the ECMs but only as and if such incentives become payable to Customer and only to the extent that such incentives are not subject to repayment as provided for in this Agreement. In no case shall UI be liable to Customer for any special, indirect, consequential, incidental, punitive or exemplary damages of any kind, including but not limited to loss of use, lost profits, out of pocket expenses by statute, tort or contract, in equity under any indemnity provision or otherwise.

17. INDEMNIFICATION

Customer agrees to indemnify, defend and hold harmless, the UI, from any and all claims, actions, costs, expenses, damages, and liabilities including reasonable attorney's fees, resulting, from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of Customer's employees or other authorized agents in connection with Customer's activities within the scope of this Agreement, including, without limitation, claims arising from Customer's installation and/or maintenance of HVAC units in compliance with current standards for the performance of such units published or recognized by ASHRAE. Customer's duty to indemnify shall continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to the expiration or termination of this Agreement.

18. NO WARRANTIES

- a. Customer acknowledges and agrees that neither UI nor any of UI's employees or consultants are responsible for assuring that the design, analysis, engineering, and retrofitting of the Facility or installation of any or all of the individual ECMs or equipment is proper or complies with any particular laws, codes, or industry standards, including, without limitation, current standards published or otherwise recognized by ASHRAE for HVAC units.
- b. Customer understands and agrees that UI does not represent, warrant, or guarantee the product or service of any particular vendor, manufacturer, contractor, or subcontractor. Customer further understands and agrees that UI does not represent, warrant or guarantee the safety of the ECMs or that the installation of any ECMs pursuant to this Agreement will result in any level of energy savings or result in any measurable energy related benefit.

19. NO TAX LIABILITY

UI is not responsible for any tax liability imposed on the Customer or the Customer's authorized recipient as a result of the incentive payment.

20. LIMITED SCOPE OF REVIEW

UI's scope of review for purposes of this Agreement is limited to determining if the design and installation of the ECMs have met the program conditions. UI does not include any kind of safety or performance review of any equipment installed or serviced in connection with this Agreement or any planned or installed ECMs, including, without limitation, any compliance by HVAC units with current standards published or otherwise recognized by ASHRAE.

21. OBLIGATION TO INSTALL

This Agreement does not obligate Customer to install any of the ECMs that have been approved by UI. However, if Customer, subsequent to such approval, elects to install the ECMs, the terms and conditions of this Agreement shall govern the payment of incentives and the maintenance of the ECMs at the Facility.

22. PROGRAM CHANGES

UI reserves the right to cancel or change the Energy Opportunities program at any time without prior notice to Customer. Except as otherwise provided in this Agreement, all fully executed agreements that are in compliance with the terms and conditions contained herein will be processed to completion under the terms and conditions of the Energy Opportunities program in effect on the Effective Date.

ENERGY OPPORTUNITIES

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Municipal Energy Opportunities Standard Agreement

23. PAYMENTS ASSIGNED TO CONTRACTORS

- a. UI Customers may designate in writing the Customer's Installing Vendor as the sole recipient of any Incentives and/or Installation cost reimbursements owed to Customer under this program. Customer's written designation shall also state that Customer acknowledges and agrees that it has no further claim or right, title or interest in and to any such Incentives and/or Installation reimbursements.
- b. In addition to the requirements set forth in Paragraph 23 (a) above, Customer must request the change in Incentive/Installation cost recipient by signing the designated area on Schedule A.
- c. In addition to the requirements set forth in Paragraph 23 (a) and (b) above, if Customer assigns the Incentives and/or Installation cost reimbursements to the Installing Vendor, Customer must supply or cause its designated recipient to supply UI with a Letter of Acknowledgement and a completed W-9 containing designated recipient's Federal Tax Identification number.
- d. In addition to the foregoing, prior to the release by UI of any Incentive/Installation cost reimbursement by UI to the Installing Vendor, Installing Vendor shall execute an acknowledgment in the form attached hereto as Exhibit 1 and Customer shall cause Installing Vendor to execute the same.

24. PUBLICITY OF CUSTOMER PARTICIPATION

UI may, with Customer's consent, publicize Customer's participation in the program, the results of Customer's participation in the program, the value of Incentives paid to Customer by UI under the program, and any other information relating to or in connection with Customer's participation in the program.

25. BALLAST & LAMP DISPOSAL

Customer agrees to comply with all laws and regulations promulgated by the State of CT Department of Environmental Protection and all other applicable laws, rules and regulations relating to the proper disposal of fluorescent lamps and PCB ballasts. The costs incurred by Customer in connection with the disposal of fluorescent lamps and PCB ballasts may be included in Customer's calculation of costs for installing the ECMs. Customer must provide to UI documentation acceptable to UI that verifies the proper disposal of all hazardous materials.

28. EXISTING and NEW SELF-GENERATION

The Incentive amount paid by UI to Customer under this Agreement will be determined by UI based on UI's evaluation of the net benefit of the ECMs for which Customer is receiving an Incentive to UI's customers as a whole ("Net Customer Benefit"). Accordingly, UI will establish and reserves the right to reduce the Incentive amount in order to reflect the impact of Customer's existing self-generation or new self-generation installed after the Effective Date hereof (as the case may be) to reflect the impact of such self-generation on UI's Net Customer Benefit calculation. UI may require Customer to refund to UI all or a portion of the incentive amount paid to reflect the reduced Net Customer Benefit. Any interconnection of new self-generation to the utility grid must comply with UI's then current policies and standards governing such interconnections.

27. FORWARD CAPACITY MARKET PAYMENTS / CREDITS

By signing this document and as a condition to receiving an Incentive pursuant to this program, Customer hereby assigns to UI any and all payments, benefits and/or credits in connection with the Forward Capacity Market or any currently existing or successor or replacement markets, (including, but not limited to, any and all "LICAP", "ICAP", transitional credits or payments or any and all other capacity-related credits, payments and/or benefits for which Customer is eligible) and that are associated with or applicable to Customer's participation in the Energy Opportunities Program. Customer hereby assigns to either UI all of its right, title and interest in and to any and all such capacity payments, credits and/or benefits and shall take any and all action, including executing and delivering any and all documents and/or instruments, as requested by UI to evidence the same. Forward Capacity Market means the market for procuring capacity pursuant to ISO-NE Tariff, FERC Electric Tariff No. 3, Section III, Market Rule 1, Section 13, any modifications to the Forward Capacity Market, or any successor or replacement market/capacity procurement process.

28. CLASS III CONSERVATION CREDITS

In accordance with the Department of Public Utility Control's DPUC's September 29, 2008 decision in Docket No. 05-07-19RE01, DPUC proceeding to Develop a New Distributed Resource Portfolio Standard, Class III - 2007 Revisions (as supplemented by the DPUC's February 11, 2010 decision in Docket No. OS-07-19RE01), Customer is not eligible to receive or retain any Class III conservation credits in connection with the Energy Opportunities Program and Customer hereby acknowledges and agrees the same. Customer further acknowledges and agrees that such credits shall be retained by UI for the benefit of their customers through the Connecticut Energy Efficiency Fund. In the event that the DPUC amends or modifies the allocation of Class III conservation credits



Municipal Energy Opportunities Standard Agreement

as reflected in its September 29, 2008 decision, then the allocation of such credits utilized by UI shall be the allocation in effect (per the applicable DPUC decision) on the Effective Date.

29. MISCELLANEOUS

- a. The term of this Energy Opportunities Agreement will commence as of the Effective Date and continue for ten (10) years from date of the first payment made by UI to Customer pursuant to Paragraph 11 above unless sooner terminated as provided for herein.
- b. Customer understands that UI is willing to pay the Energy Opportunities Incentives based on the long-term value of the energy reductions to UI.
- c. If at any time during the term of this Agreement, and during which time the Facility is occupied by the Customer, or any affiliate of the Customer, the operation of the Facility is modified so as to diminish the value of the energy efficient measures, UI may require reimbursement by Customer of all or a prorated percentage of the Energy Opportunities Incentives and Installation cost reimbursements paid by UI to Customer hereunder.
- d. Where Customer has installed or modified any HVAC unit in connection with Customer's participation in the Energy Opportunities Program, Customer shall, prior to UI's payment of an Incentive, provide UI with a written statement confirming that such HVAC unit meets or exceeds the current standards for the operation of such HVAC unit as recognized by ASHRAE. Customer's failure to provide such written confirmation shall result in UI's withholding of any and all Incentives for which Customer is eligible for hereunder until such failure is corrected.
- e. During the term of this Agreement, Customer will require any successor to its interest in the Facility during the term of this Agreement (whether direct or indirect, by sale of the Facility to a third party, by expiration or termination of Customer's lease of the Facility, or by purchase, merger or consolidation of Customer or all or substantially all of its assets by with or into a third party) by an agreement in form and substance satisfactory to UI, to assume and agree expressly to be bound by the provisions of this Agreement. Failure of Customer to obtain such agreement by the effectiveness of any such succession shall be a breach of this Agreement and shall entitle UI to reimbursement for all or a prorated percentage of the Incentives paid by UI to the Customer under this Agreement.
- f. If either UI or Customer desires to modify the content of this Agreement, the modification must be in writing and signed by an authorized representative of each party in order for the modification to be enforceable against that party.
- g. Customer may not assign this Agreement without the written consent of UI. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, personal representatives, successors and assigns.
- h. Any waiver of any breach of any provision of this Agreement shall not be a waiver of any subsequent breach or the same or any other provisions of this Agreement.
- i. All notices shall be in writing and delivered personally or by overnight courier to the addresses of the parties set forth at the beginning of this Agreement. Any such notice shall be deemed given on the date delivered.
- j. This Agreement shall be governed and construed in accordance with the laws of the State of Connecticut without regard to its conflicts of laws and principles.
- k. All requirements, terms, conditions and provisions of this Agreement which by their nature are incapable of being fully performed within the period of performance hereof shall survive cancellation, termination or expiration of this Agreement, including but not limited to any and all reimbursement obligations of Customer hereunder.
- l. The relationship of the parties is that of independent contractors. None of the provisions of this Agreement is intended to create nor will be construed to create an agency, partnership or employment relationship between or among the parties. No party or any of its officers, members, or employees, will be deemed to be the agent, employee or representative of another party.
- m. This Agreement, including all schedules attached hereto, forms the entire agreement between the parties and supersedes all other communications and representations related to the subject matter hereof.
- n. A "Business Day" as used in this Agreement is a day for which commercial banks are open for business in Connecticut.





MunicipalEnergy Opportunities Standard Agreement

EXHIBIT 1

AGREEMENT REGARDING Town Of Trumbull- Dept 001Town Hall MUNICIPAL ENERGY OPPORTUNITIES STANDARD AGREEMENT

This Agreement regarding Town Of Trumbull • Dept 001Town Hall Municipal Energy Opportunities Standard Agreement Project #FB2v ("Agreement") is entered into this 03 day of August, 2012 ("Effective Date") by and among The United Illuminating Company ("UI"), and EARTHCORE ENERGY SERVICES LLC.

WITNESSETH:

WHEREAS, the Town Of Trumbull - Dept 001Town Hall ("Customer") entered into a certain Municipal Energy Opportunities Standard Agreement with UI with an effective date of 08/03/2012 ("MEO Agreement"), which MEO Agreement is attached hereto as Exhibit 1 and incorporated herein by reference; and

WHEREAS, the MEO Agreement governs the Customer's participation in the Municipal Energy Opportunities program ("Program") and certain energy efficient retrofits ("Retrofits") to a certain building located at MAIN ST 5866 ; TRUMBULL, CT (the "Facility" as defined in the MEO Agreement) to be performed by EARTH CORE ENERGY SERVICES LLC (or "Installing Vendor" as defined in the Agreement); and

WHEREAS, the MEO Agreement (along with its attachments and exhibits including a Financial Agreement Addendum) sets forth (i) a total project cost of \$ 171,399.00 ("Total Project Cost"), (ii) an incentive of \$ 76,706.54 ("Incentive") and (iii) a balance of \$ 94,892.46 ("Balance"); and

WHEREAS, pursuant to the MEO Agreement, the Balance is to be repaid by Customer via monthly payments of **1** 2,630.35 on Customer's UI electric service bills for a period of Thirty Six 1361 months; and

WHEREAS, the Program and MEO Agreement contemplates that the Customer will (i) receive a payment from UI in an amount equal to the Total Project Cost (ii) pay the Installing Vendor the Total Project Cost and (iii) make the monthly payments as set forth in the MEO Agreement until the Balance is paid in full; and

WHEREAS, the Customer is solely responsible for securing an Installing vendor and paying the Installing Vendor in connection with its Program project; and

WHEREAS, the Customer has requested that UI pay the Total Project Cost directly to the Installing Vendor.

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained herein, Customer, UI and Installing Vendor agree as follows:

1. Payment of Total Project Cost. Subject to the terms and conditions contained in this letter agreement UI agrees to pay the Total Project Cost directly to the Installing Vendor.



ENERGY OPPORTUNITIES

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Municipal Energy Opportunities Standard Agreement

2. Payment of Balance. Customer agrees to pay to UI an amount equal to the Balance, which Balance will be paid to UJ monthly as part of Customer's UJ electric service bill over a period of Thlrty Six (36) and In monthly payment amounts of \$ 2,630.35 .
3. Relationship of Parties. The Parties acknowledge and agree that (i) Customer has contracted Installing Vendor to perform the energy efficient retrofits, (ii) Installing Vendor Is solely responsible for the installation of the energy retrofits at the Facility, (iii) In connection with the Program, the MEO Agreement, and this Agreement, UI's sole responsibility is as an administrator of the Connecticut Energy Efficiency Fund, (iv) neither Customer nor Installing Vendor shall hold UI responsible in any way for the Retrofits at the Facility in connection with the Program and MEO Agreement, Including but not limited to their Installation, operation and maintenance, and (v) Installing Vendor agrees to Indemnify, defend and hold UI, its affiliates, successors, assignees and each of Its and their shareholders, directors, officers, employees and agents harmless from and against any and all suits, claims, and proceedings resulting In liabilities, damages, costs, losses and expenses, including court costs and reasonable attorneys' fees, which arise out of or relate to the Installing Vendor's Installation of the Retrofits at the Facility.
4. MEO Agreement. Except as expressly modified herein, all of the terms and conditions contained in the MEO Agreement remain In full force and effect.

IN WITNESS WHEREOF, UI, Customer and Installing Vendor have each caused this Agreement to be executed In its name by one of its officers thereunto duly authorized as of the Effective Date.

CUSTOMER:

By: Mania T. Pires
(print) Mania T. Pires Title: Dir of finance Date: 8/3/2012
Name: Mania T. Pires
(sign)

INSTALLING VENDOR: EARTH CORE ENERGY SERVICES LLC

By: f v t. TP: CJ&..... I'.....
(print) N: Jt', /::: iU. b. Title:0=v'v01_e---= "----- Date: 8 3 12
Name: N: Jt', /::: iU. b.

THE UNITED ILLUMINATING COMPANY:

By: John Slgona

Title: Senior Sates Engineer

Date: 08/03/2012



ENERGY OPPORTUNITIES

1-977-WISE USE

Financial Agreement Addendum

This Financial Agreement which forms part of the Municipal Energy Opportunities Standard Agreement and is effective as of the date signed by all parties below (the "Effective Date") is entered into by and between The United Illuminating Company ("UI") and *Town Of Trumbull- Dept 001 Town Hall* (the "Customer"), pertaining to the building to be retrofitted at *MAIN ST 5866 ; TRUMBULL. CT* (the "Facility"), *Municipal Energy Opportunities Project # FS2v.*

The Customer agrees that UI makes no warranties, expressed or implied, regarding the serviceability of any products installed or purchased in connection with the Facility retrofit. The Customer also agrees that it is solely responsible for selecting and contracting with the contractor who will be performing the Facility retrofit, which contractor is identified below ("Contractor"). The Customer and Contractor (as evidenced by Contractor's signature below) each agree to indemnify and hold harmless UI and its officers, directors, employees of affiliates thereof, from any damages, fines, settlements or judgments which directly arise from or are caused by the wrongful, or negligent acts or omissions of any party in the conduct or performance of the Facility retrofit by the Contractor. The Customer shall specifically indemnify and hold harmless, UI with respect to all work contracted for between the Customer and the Contractor, and from any damages, fines, settlements or judgments which directly arise from or are caused by the acts or omissions of the Contractor.

The Customer understands and agrees that UI will not be responsible for any tax liability imposed on the Customer as a result of its participation in the Energy Opportunities program. Customer/Endor must supply its Federal Tax Identification Numbers or Social Security Number as they are required for distribution of UI incentives. UI will issue a 1099 form to each non-incorporated customer receiving an aggregate incentive payment in excess of \$600.00 in any calendar year.

Customer hereby requests that UI assist financially in connection with the installation work described in Schedule A of the Municipal Energy Opportunities Standard Agreement, at the service address listed below, pursuant to UI's terms and conditions applicable to the Energy Opportunities program. UI and the Customer agree that, in addition to any and all other terms and conditions of the Energy Opportunities program, upon the Customer or Contractor confirming completion of the installation work, and UI's post installation inspection and project verification as well as Customer's execution of an acknowledgement in the form attached hereto as Exhibit 2, UI will issue a check for all amounts approved by UI. The Customer shall be responsible for amounts, if any, in excess of amounts approved by UI and will pay such amounts directly to Contractor.

The Customer also agrees to pay UI the balance of the project cost or the pre-determined total amount as detailed below. The monthly payments will be included by UI on the Customer's regular electric service bill, and the first payment will be due on the first billing cycle following the processing of this agreement. In the event this account is finalized due to selling or closing the facility, the Customer will be required to pay the unpaid balance of this financing agreement within 30 days. By my signature below, I certify that I have read, understood and agree to the terms of this agreement.



ENERGY OPPORTUNITIES

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Financial Agreement Addendum

\$171,399.00	\$78,708.54	\$.00	\$94,692.48	\$ 2,830.35	36
Total Cost	Incentive	Co-Pay	Balance	Monthly Pymt.	Tenn

Please Note: On the Initial bill only, the total balance amount will be displayed with an equal amount as a credit. This is for accounting purposes only.

06-6002110

Federal Tax ID or Social Security#, Customer

10000499440

Contract Account #, Customer

Town Of Trumbull- Dept 001 Town Hall

Account Name, Customer

John Marsillo

Contact Customer

5866 MAIN ST: TRUMBULL, CT 06611

Service Address, Customer

Federal Tax ID or Social Security#, Contractor

EARTH CORE ENERGY SERVICES LLC

Name, Contractor

LUCA PETRACCA

Contact, Contractor

dAAab- T/2 ,r-

Signature, Contractor

5 LAURA AVE ; PROSPECT, CT 08712

Address, Contractor

8/3/12

(Date)

ACCEPTED: The United Illuminating Company

By

John Marsillo

UI Administrator

8/3/12

(Date)



ENERGY OPPORTUNITIES

1-877-WISE USE

Municipal Energy Opportunities Standard Agreement

EXHIBIT 2

Reference is made to that certain Municipal Energy Opportunities Standard Agreement entered into by and between The United Illuminating Company ("UI") and the *Town of Trumbull- Dept 001 Town Hall* ("Customer") as of "Effective Date." of the Municipal Energy Opportunities Standard Agreement project# *FB2y*. Customer hereby acknowledges and agrees that:

1. The ECMs (as defined in the MEO Agreement) Installed by Installing Vendor (as defined in the MEO Agreement) were installed to the satisfaction of the Customer and are hereby accepted in all respects by the Customer; and
2. UIs authorized to release the Total Project Cost (as defined in Exhibit 1 of the MEO Agreement) to the Installing Vendor.

Town Of Trumbull- Dept 001 Town Hall

By: 

Its: a'Aa .E[.eK") \A_y ¥ \<;III(e.
Authorized Representative >



EO Incentive Application Worksheet - Schedule A

Lighting .. 15% below code	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
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Location: Town Hall

Lighting- 15% below code	1	\$48,367	-51,791	\$7,769
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Lighting - 15% below code \$4,367 -6,791 \$7,769

Adjustment	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
------------	----------	----------	------------------	-------------

Location: Project/taxId Level

Administrative Adjustment		\$0	0	\$0
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Description/Reason: INCENTIVE ADJUSTMENT.

Adjustment total: \$0 0 \$0

Mandatory Cap	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
---------------	----------	----------	------------------	-------------

Location: Project/taxid Level

Mandatory Cap Adj.		\$0	0	\$0
--------------------	--	-----	---	-----

Mandatory Cap Adjustment: \$0 0 \$0

NON-ELECTRIC BENEFITS	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
-----------------------	----------	----------	------------------	-------------

Location: Gas

	1	\$0	-2,011	\$2,514
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NON-ELECTRIC BENEFITS: \$0 -2,011 \$2,514

Customer Application & Analysis •

In addition to the terms and conditions contained in UI's Standard Agreement and Schedule A, UI may require a thorough analysis of the demand and energy reduction potential, and the life expectancy of proposed Energy Conservation Measures (ECMs). UI may require the Customer to provide specifications, engineering data, or other reasonable information necessary to complete an Independent analysis. UI reserves the right to accept, reject or modify any calculations based on UI's own analysis including but not limited to the incremental cost of energy or demand savings, actual energy savings, life of the ECM, and the cost of the ECM. UI's approved and unsigned proposal will remain valid for thirty (30) days. If proposal is not accepted during this period, account re-qualification will be required. UI will approve only those site-specific ECM's which it believes have cost effective energy and demand reduction potential. In any case, UI reserves sole discretion to approve or disapprove any proposed ECM.

Program Change •

The Program's Terms and Conditions may be changed by UI at any time without notice. Pre-approved applications however will be processed to completion under the Terms and Conditions in effect at the time of UI pre-approval.

EO Incentive Application Worksheet - Schedule A

Summary Page of EO Schedule A of project FB2v as of 08/03/2012 07:59:35

Facility Name:	<u>Town Of Trumbull- Dept 001 Town Hall</u>	Phone:	<u>(203)452-50451</u>
Service Address:	<u>Main St5866</u>	Facility Use:	<u></u>
City:	<u>Trumbull</u>	Zip:	<u>06611</u>
Contact Person:	<u>Marsilio, John</u>	Square Footage:	<u>26,062</u>
Federal Tax I.D. No:	<u>06-6002110</u>	EO Rep:	<u>Sigona, John</u>
		EO Project No:	<u>FB2v</u>

TOTAL COST: \$171,399 1

TOTAL SAVINGS: \$29,9161

TOTAL INCENTIVES: \$76,706 1

MONTHLY PAYMENT: 36@ \$2,630.351

Customer or Customer's agent name (print):

Mania T. Pires

Customer or Customer's agent Signature:

Mania T. Pires

Title: ---

Date

8/3/2012

I authorize UI to Issue the Incentive check, for the above amount to

EARTH CORE ENERGY SERVICES LLC

(the Installing contractor, facility owner or o r).

Mania T. Pires
Customer or Customer's agent Signature

8/3/2012
Date

Project-Approval Checklist

Customer Town of Trumbull-Police
 Proj # FB2z

	Standard ECB / EO/ MEO/ MECB projects
X	Proiinte lform {lf_ \$pf:!!licableL_____
X	ECB/EO Agreement
X	ECB/EO Schedule A
	Design AQreement (if applicable)
X	Enernet project print screen with projected install date
X	Enernet pre-approval summary print screen identifvinQ the Q_eak kW relationships
X	Enernet attachments print screen identifying the attached documents
X	Review and analyze the Customer's / Vendors / EnerNet proposed project and savings- validating / justifying the kWh and kW savings claims
X	Review the project Cost Rates which should not exceed 175% of the targets submitted in the filing for kW and kWh saved
X	Review the peak kW relationships – any discrepancies should be resolved or a iustifvin!:J explanation documented in the Enernet memo field.
X	Effectively communicate the project's activity and progress by updated EnerNet Memo entries.
	CT DPW Screening Tool(if applicable)
	MEO Financing Projects
X	All applicable documents from above
	Information for completing a Purchase Order Requisition Form
X	Financial Aareement

I certify that all required documentation and calculations have been reviewed and are accurate.

Engineer / Mkg Rep **Signature** " < ' _ ; _____



1-877-WISE USE

Energy Opportunities Standard Agreement

Connecticut Energy Efficiency Fund Program
Energy Efficiency Services

This Agreement as dated below (the "Effective Date") is entered into between The Southern Connecticut Gas Company (hereinafter SCG) and

Town Of Trumbull- Dept 002 Pollee ("Customer") pertaining to the building to be constructed or
-----reconstructed or equipment installed at

EDISON ROAD 158 - TRUMBULL, CT (the "Facility"), EO Project# FB2z, and analyzed or
installed by

_____ ("Designer / Vendor").

To encourage natural gas energy efficiency, In accordance with Connecticut's 2007 Joint Natural Gas Conservation Plan approved by the Department of Public Utility Control In Docket No. 06-10-03, SCG Is pleased to offer Town Of Trumbull- Dept 002 Pollee (hereinafter, the "customer") the Energy Efficiency Services from the Connecticut Energy Efficiency Fund (CEEF) In connection with the Customer's facility located at EDISON RD 158 - TRUMBULL, CT. Please return this signed Agreement within thirty (30) business days. Your participation In this program is subject to the following terms and conditions:

1. The attached Energy Efficiency Services Standard Terms and Conditions, as well as the attached Schedule A (described below) are part of this Letter of Agreement. In the event of a conflict between this Letter of Agreement and the Energy Efficiency Services Standard Terms and Conditions, this Letter of Agreement controls.
2. The original Proposal and the requirements in the Request for Proposer are automatically made part of this Agreement.
3. SCG may cancel this Agreement immediately and without notice to the Customer if any of the following conditions exist:
 - (i) the Customer fails to sign this Agreement within thirty (30) business days of SCG's approval date;
 - (ii) the Customer fails to initiate installation or construction of the project within sixty (60) business days of SCG's approval date;
 - (iii) the Customer has not submitted to SCG a written explanation acceptable to SCG in its sole discretion outlining the reasons why the initiation of the construction process has not begun within sixty (60) business days of the approval date. These situations will be subject to SCG review on an individual basis.
 - (iv) the Customer fails to install replacement equipment within ten (10) months of SCG's approval date (as applicable), or if the Customer fails to complete the construction of the Facility within two (2) years of SCG's approval date
 - (v) the customer is not engaged in a continual program of construction, reconstruction, retrofitting, or refurbishment ("Construction" of the Facility) by the end of two (2) years or ten (10) months (in the case of equipment replacement) from SCG's commitment date (as applicable), and has not submitted to SCG a written explanation outlining the reasons why and which explanation is acceptable to SCG in SCG's sole discretion. These situations will be subject to SCG review on an individual basis.
4. All EEMs must be installed by the Participant and accepted by both the Customer and SCG by the milestone dates stated above. Failure of Participant to install all EEMs as described and shown in Schedule A by the milestone dates listed above may disqualify Customer from receiving an incentive payment.
5. The Customer shall provide invoices to SCG or its agent for all EEMs installed in the energy analysts as approved by the Utility Representative or Quality Assurance (QA) contractor and/or Schedule A of this Agreement.
6. SCG agrees to pay incentives for all EEMs that comply with the Standard Terms and Conditions and Schedule A. Upon compliance with all terms and conditions of this Agreement, including the attached Energy Efficiency Services Standard Terms and Conditions, payment will be made to Town Of Trumbull- Dept 002 Pollee located at EDISON RD 158 - TRUMBULL, CT, following inspection and approval by SCG or its designee.
7. The Customer is not obligated to install any of the EEMs referred to in this Agreement, and, at any time, may decide to forego any incentive payment for which the Customer may be eligible.
8. No payment shall be made for EEMs not installed in the Schedule A, or for EEMs installed before this Agreement was fully executed.
9. The Customer may propose changes to the scope of this Agreement by giving written notice to SCG. No change by the Customer shall be effective without the prior written approval of SCG. This Agreement may not be modified or amended except in writing signed by all parties.

Energy Opportunities Standard Agreement

Connecticut Energy Efficiency Fund Program
Energy Efficiency Services

10. This Agreement shall be administered and interpreted under the laws of the State of Connecticut. If any part is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of the terms and conditions shall continue in full force and effect.
11. If the Customer agrees to the terms of this Agreement, then sign the three originals and return two of the Agreements and the Schedule A to:

Roy W. Hailer, CEM
Manager, C&I Energy Services
United Illuminating
157 Church St. MS 1-68
P.O. Box 1564
New Haven, CT 06510

This Agreement shall be valid only if signed by all parties. If after receipt of the signed Agreement the Customer does not sign the Agreement, there is no valid contract between the parties.

Energy Opportunities Standard Agreement

Connecticut Energy Efficiency Fund Program
Energy Efficiency Services

STANDARD TERMS AND CONDITIONS

BASIC UNDERSTANDINGS

SCG has integrated its energy conservation program with the Connecticut Energy Efficiency Fund's (CEEF) Energy Opportunities which is designed for new construction, major renovation and equipment replacement projects. SCG offers to pay incentives to certain customers for including energy efficient measures (each an "Individual Measure" and collectively, the "Measures") in the Customers' facilities. This Agreement provides the terms and conditions for payment of incentives and any applicable Bonus Incentives by SCG to a Customer under the Energy Opportunities program. The terms and conditions as outlined in this standard agreement pertain to Municipal projects as well.

Any SCG Commercial, Industrial, Multifamily or Municipal Customer, as defined by SCG's Firm Rate structure; or the State of CT legislature's definition of municipality; are eligible for participation in the Energy Opportunities program.

1. The Customer shall obtain all necessary permits and comply with all applicable laws, ordinances, building codes, and regulations of all appropriate governing authorities. Moreover, the Customer shall be responsible for any infraction or violation thereof, and any expense or damage resulting therefrom.
2. The party receiving incentives shall be responsible for any tax liability associated with incentive payments. An Internal Revenue Service ("IRS") Form 1099 shall be issued to all Customers who receive incentive payments of \$600 or more per year, which amount is subject to change based on IRS reporting requirements in effect at the time the incentive payment was made.
3. To be eligible for an incentive payment, the project must be inspected and verified to be installed and operating in accordance with the energy analysis as approved by the OA contractor and/or Schedule A, by SCG or its designee. The Customer shall allow SCG or its designee reasonable access to the facility to conduct such inspections and shall supply SCG with copies of any documents necessary for it to verify that the project complies with all of the Agreement requirements.
4. The Actual Incentive payment to the Customer is based on the measures actually installed by the Customer and the measures shown in Schedule A, whichever cost is less, and may differ from the Estimated Incentive based on SCG's review and approval of final installed costs. SCG will provide the Customer with the Actual Incentive payment based on SCG's review and approval of final installed costs after installation of all measures. SCG shall withhold the Actual Incentive payment until such time as it can verify the Customer's actual cost of the measure and the projected energy savings of the measure. SCG is solely responsible for determining the incentive amount and reserves the right to withhold the incentive payment until it has verified the true actual cost of the measures.
5. Only existing firm customers of SCG, at time of inspection, are eligible to become Customers in any of the conservation programs.
6. SCG does not guarantee that the Customer's actual savings will occur at the level projected in the energy analysis report and/or Schedule A. Factors that are impossible to predict, such as facility expansion, cutbacks, or weather changes, all may impact the Customer's future natural gas use.
7. SCG reserves the right to perform, at its own expense, and within two years of project completion, a confidential project evaluation, under actual operating conditions, to help determine the actual energy savings. The Customer shall provide information as necessary to facilitate this evaluation.
8. SCG may cancel this Agreement immediately and without notice to the Customer if any of the following conditions exist:
 - (i) the Customer fails to sign this Agreement within thirty (30) business days of SCG's approval date;
 - (ii) the Customer fails to initiate installation or construction of the project within sixty (60) business days of SCG's approval date;
 - (iii) the Customer has not submitted to SCG a written explanation acceptable to SCG in its sole discretion outlining the reasons why the initiation of the construction process has not begun within 80 business days of the approval date. These situations will be subject to SCG review on an individual basis.
 - (iv) the Customer fails to install replacement equipment within ten (10) months of SCG's approval date (as applicable), or if the Customer fails to complete the construction of the facility within two (2) years of SCG's approval date
 - (v) the customer is not engaged in a continual program of construction, reconstruction, retrofitting, or refurbishment ("Construction") of the facility by the end of two (2) years or ten (10) months (in the case of equipment replacement) from SCG's commitment date (as applicable), and has not submitted to SCG a written explanation outlining the reasons why and which explanation is acceptable to SCG in SCG's sole discretion. These situations will be subject to SCG review on an individual basis.
9. SCG may, by written notice, terminate the Agreement for convenience, in whole or in part. In this event, SCG shall pay the unit or pro rata price for the performed and accepted portion of the project, and a reasonable amount, not otherwise recoverable from other sources, for the unperformed or unaccepted portion of the project, provided that the total compensation does not exceed the total amount in the letter of

Energy Opportunities Standard Agreement

Connecticut Energy Efficiency Fund Program
Energy Efficiency Services

Agreement. No allowance will be made for anticipated profits. SCG shall not be liable for any consequential or incidental damages for termination under this Article.

10. SCG may, by written notice, terminate the Agreement for the Customer's refusal or failure to comply with its provisions, in whole or in part.
11. If the Customer requests in writing additional time to complete the EEMs at least 5 business days prior to the project's estimated completion date as stated in the Agreement, SCG may grant an extension, in accordance with the Energy Efficiency Services Standard Terms and Conditions then in effect.
12. The Customer shall hold harmless SCG, its directors, officers, employees, agents, affiliated companies, and representatives, against and from any and all loss, claims, actions, or suits, including cost and reasonable attorneys' fees, arising from the Customer's participation in SCG's Energy Efficiency Services.
13. These Standard Terms and Conditions are binding on the heirs, successors and assigns of the Customer and SCG. The Letter of Agreement shall not be assigned by either party without prior written consent of the other. The Customer agrees to include the Agreement in all leases, sales contracts, and other similar documents relating to the use and ownership of the facilities for which Energy Efficiency Services have been provided by SCG.
14. These Standard Terms and Conditions are applicable only to the facilities described in the Agreement and not to any additions to the Customer's facility that may be serviced by SCG in the future.
15. This Agreement shall be administered and interpreted under the laws of the State of Connecticut. If any part is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of the terms and conditions shall continue in full force and effect.
16. The Customer understands that all funding for this program is managed by SCG and funded by SCG's customers. SCG is not responsible for any costs or damages incurred by the Customer if funding for this program is reduced, eliminated, or otherwise disapproved, adjusted, or modified (in whole or in part) by the State of Connecticut or the State of Connecticut Public Utilities Regulatory Authority.

In order to evidence its agreement to the above terms, each party has signed or caused an authorized representative to sign this Agreement on the date(s) specified below.

CUSTOMER

By: _____
 (print) Name: Michael J. King
 (sign) _____
 Title: Dir of Finance

Date: 8/3/2012

THE SOUTHERN CONNECTICUT GAS COMPANY

By: John Sigona
 Title: Senior Sales Engineer Date: _____

By: Roy W. Haller
 Title: Mgr Energy Svcs
 Date: 8/3/12



II-12/Dr CH04



1-977-WISE USE

Municipal Energy Opportunities Standard Agreement

This Agreement is entered into by and between The United Illuminating Company ("UI") and

110 W. Main St., 2nd Floor, New Britain, CT 06102 ("Customer"), pertaining to the building to be retrofitted at

100 N. Main St., 158, New Britain, CT (the "Facility"), MEO Project# FB2z, by

EARTH CORE ENERGY SERVICES LLC (the "Installing Vendor"). The Effective Date of this Agreement is the date that this Agreement is signed by both Customer and UI, subject to Section 5(b)(i) hereof.

BASIC UNDERSTANDINGS

UI has a conservation program called Energy Opportunities which is designed for projects which "retrofit" existing systems with energy efficient alternatives. UI offers to pay incentives to eligible Customers who retrofit existing systems with energy efficient measures (each an "Individual Measure" and collectively, the "Measures") in the Customers' facilities. This Agreement provides the terms and conditions for payment of Standard Incentives and any applicable Bonus Incentives by UI to a Customer under the Energy Opportunities program. Customer expressly represents and warrants that the execution, delivery and performance by Customer of this Agreement are within such Customer's powers and have been duly authorized by all necessary action on the part of the Municipality (or any other person or entity, as applicable). This Agreement constitutes a valid and binding agreement of the Customer, enforceable against such Customer in accordance with its terms. Customer further acknowledges and agrees that it has selected the Installing Vendor and has and will continue to be solely responsible for such selection, which selection was in accordance with any and all legal, governmental or regulatory rules and requirements (whether federal, state, municipal or otherwise) applicable to Customer. Any payments (if any) made by UI to Installing Vendor in connection with Installing Vendor's installation of ECMs hereunder at the Facility and pursuant to Customer's direction as provided for herein, are made by UI solely in its role as administrator of conservation and load management programs approved by the Connecticut Department of Public Utility Control. UI assumes no responsibility or liability whatsoever with respect to Customer's selection of the Installing Vendor, the Installing Vendor's installation of the ECMs for Customer, and/or any agreement between the Installing Vendor and Customer that may have entered into in connection with such installation.

1. CUSTOMER ELIGIBILITY

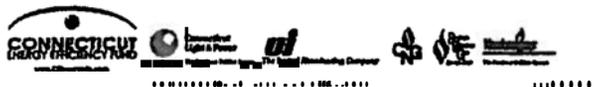
Any municipality shall be a retail end use UI customer is eligible to participate in the Energy Opportunities program.

2. INCENTIVES

- a. Subject to the terms and conditions contained herein, UI will pay incentives to Customers for the installation of Energy Conservation Measures (ECMs) as specified in the attached Schedule A, incorporated herein by reference.
- b. ECMs are those conservation measures that are consistent with UI's desire to achieve energy conservation and load management, and that are approved by UI in advance and in its sole discretion as set forth herein.
- c. Customer understands and agrees that incentive schedules for which Customer may be eligible vary based upon the classification of customers.
- d. ECMs are not eligible for incentives from the Energy Opportunities program if the Customer has received incentives for that specific ECM under any other UI incentive program.

3. PRE-APPROVAL & PRE-INSTALLATION SURVEY

- a. Among other conditions for receipt of incentives hereunder, UI is not bound to pay any incentive to Customer hereunder unless UI pre-approves in its sole discretion each ECM that has been proposed by the Customer and/or (as determined by UI) completes a satisfactory pre-installation survey of the Customer's Facility.
- b. UI reserves the right, in its sole discretion, to approve or dis-approve any proposed ECM. Any failure to approve any and all ECMs shall not under any circumstances constitute approval by UI of such ECMs.
- c. Among other conditions for receipt of incentives hereunder, UI is not bound to pay any incentives unless the Customer commits to installing the ECM(s) evidenced by its execution and delivery of this Agreement, including Schedule A and complying with all of the terms and conditions contained in this Agreement including but not limited to the timeframe described in Paragraph 5, section b.



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Municipal Energy Opportunities Standard Agreement

4. CUSTOMER APPLICATION & ANALYSIS

- a. The Customer agrees to comply with the steps outlined in Paragraph 5, section b.
- b. In addition to the execution and delivery of this Agreement, including Schedule A, UI may in its sole discretion, require Customer to perform or cause to be performed a thorough analysis of the demand and energy reduction potential and life expectancy of the proposed ECMs ("Analysis"). In some cases, UI may require, in its sole discretion, that a licensed or certified energy professional engineer prepare this Analysis. Customer shall provide to UI specifications, engineering data or other reasonable information necessary for the completion of such Analysis of the proposed ECM.
- c. UI will review the Customer's Application and Analysis (if applicable) to determine the potential for reducing energy consumption at the Facility via the ECMs. UI reserves the right, in its sole discretion to accept, reject, or modify any calculations set forth in the Application and Analysis (if applicable) based on UI's own analysis of the ECMs, including but not limited to the incremental cost of energy and demand savings, actual energy savings, life expectancy of the ECM, and the cost of the ECM.
- d. UI reserves the right to approve only those site-specific ECMs that UI believes have cost effective energy reduction potential. In any case, UI reserves sole discretion to approve or disapprove each proposed ECM in its sole discretion.

5. CANCELLATION

- a. Customer may cancel this Agreement at any time by providing UI with written notice of the same.
- b. UI may cancel this Agreement immediately without notice to the Customer if any of the following conditions exist:
 - i. the Customer fails to sign the Standard Agreement and Schedule A within 30 Business days of UI's approval date. For the sake of clarity, any Standard Agreement signed by Customer after such 30 Business Days shall automatically be void and of no force and effect;
 - ii. the Customer fails to initiate installation or construction of the project within 60 Business days of UI's approval date;
 - iii. the Customer has not submitted to UI a written explanation, acceptable to UI in its sole discretion outlining the reasons why the initiation of the construction process has not begun within 60 Business Days of the approval date. These situations will be subject to UI review on an individual basis;
 - iv. the Customer fails to complete the installation of the ECMs within 10 months of UI's approval date;
 - v. the Customer has not submitted an acceptable written explanation outlining the reasons why the construction process has not been completed within 10 months of the approval date. These situations will be subject to UI review on an individual basis.
- c. Upon cancellation of this Agreement by either Party, Customer will reimburse UI within 30 Business Days for any and all payments made by UI to Customer under this Agreement.
- d. If Customer does not install all of the ECMs listed in Schedule A, UI may, in its sole discretion, adjust the incentives for which the Customer is eligible according to the criteria and participation requirements of the Energy Opportunities program.

6. POST-INSTALLATION VERIFICATION

- a. UI will pay incentives to Customer only after UI has performed to its sole satisfaction a post-installation inspection of the Facility and the ECMs. In addition to the foregoing, no incentive payment shall be made by UI to Customer or installing Vendor (as the case may be) until Customer has executed an acknowledgment in the form attached hereto as Exhibit 2.
- b. If as a result of UI's post-installation inspection, UI determines that the ECMs installed at the Facility were not installed in a manner that is consistent with the purpose of achieving energy savings, the Customer shall make modifications as determined to be necessary by UI in order to ensure achievement of energy savings. A failure by Customer to promptly perform such modifications will result in Customer forfeiture of any incentives for which it is eligible.
- c. If as a result of UI's post-installation inspection, UI determines that the operation of any equipment installed in connection with Customer's participation in the Energy Opportunities program is not consistent with generally accepted industry standards and practices, including, where applicable, state or federal building code mandates, environmental regulations, and current standards published or otherwise recognized by the American Society of Heating, Refrigeration, and Air Conditioning Engineers ("ASHRAE") for the operation of Heating, Ventilation, and Air Conditioning ("HVAC") units, Customer shall make modifications as determined to be necessary by UI to ensure compliance with such applicable standard(s). A failure by Customer to promptly perform such modifications will result in Customer forfeiture of any incentives for which it is eligible.

7. MONITORING & VERIFICATION



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Municipal Energy Opportunities Standard Agreement

- a. UI reserves the right to continue to monitor any or all proposed and Installed ECMs for the purpose of determining the actual value of energy reduction.
 - b. Customer agrees to grant UI access at all reasonable times to the Facility for the purpose of examining and monitoring proposed and Installed ECMs. The results of this monitoring will not affect any payments already received by Customer hereunder, except for such payments that are required to be reimbursed by Customer pursuant to the terms and conditions contained in this Agreement.
 - c. Customer understands and agrees that UI reserves the right to decrease any unpaid Incentive amounts for which Customer is eligible hereunder if, based on the results of UI's on-site monitoring and verification, UI determines in its sole discretion that less than the proposed ECM savings are likely to result via the ECMs.
8. INCENTIVE AMOUNTS
- a. Any Incentive amounts requested by Customer in connection with this program may be reduced by UI in its sole discretion and only Incentive levels approved by UI in connection with this Agreement are eligible to be earned by Customer.
 - b. UI reserves the right to modify any program Incentives for which Customer is eligible hereunder and the Incentive structure at anytime and without any prior notices to Customer.
 - c. In the event that, following execution and delivery of this Agreement the program is modified or cancelled for any reason, this Agreement will continue in effect pursuant to all of its terms and conditions.
 - d. The dollar amount of the Incentive available to Customer pursuant to this Agreement is calculated by UI based on UI's understanding of the total project cost of the installation of the ECMs at Customer's Facility ("UI Total Project Cost") as supplied by Customer or the Installing Vendor. In the event that the actual project cost is lower than the UI Total Project Cost for any reason, including but not limited to the availability of any and all state, federal or local tax rebates that may be applicable to the Customer's installation of the ECMs at the Facility, and/or any and all rebates, incentives, credits or adjustments of any nature that Installing Vendor provides to Customer and which lowers the UI Total Project Cost, then Customer shall promptly provide UI with written notice of the same and UI reserves the right, in its sole discretion, to recalculate the dollar amount of the Incentive available to Customer under this Agreement based on the actual project costs and such recalculated Incentive amount shall be the Incentive available to Customer under this Agreement. In the event that UI has already provided Customer with an Incentive payment based on the UI Total Project Cost prior to UI's receipt of notice from Customer of an actual project cost that is lower than the UI Total Project Cost, UI may require Customer to refund the difference between the Incentive paid by UI to Customer and the Incentive that results from UI's Incentive recalculation based on the actual project cost. Any such refund shall be made by Customer within *thirty* (30) days after written demand of the same from UI.
9. COMPREHENSIVE PROJECTS
- a. Comprehensive projects may be eligible for bonus Incentives only if specific funding is available and approved.
 - b. Comprehensive projects may include energy savings from other fuel sources. However the value of the Incentive will be based entirely on the electric energy savings components.
 - c. Projects are considered comprehensive if they consist of two (2) or more end uses and at least one (1) measure per end use. Projects consisting of multiple measures per end use are eligible provided that the project consists of at least 2 end uses and meet the criteria in Paragraph 9 (d, e) below.
 - d. No one end use can have 85% or more of the value of the project's energy savings or peak summer demand reduction (based on \$.35 per annual kWh or \$1000 per summer peak kW).
 - e. The remaining end use(s) must account for at least 15% of the value of the project's energy savings or peak summer demand reduction (based on the cumulative total of the remaining end use(s) and calculated at \$.35 per annual kWh or \$1000 per summer peak kW).
 - f. Each Measure will be reviewed independently to determine the applicability of the EO program Incentives based on the Energy Opportunities Incentive guidelines.
 - g. If the project is modified to where the project does not meet the comprehensive criteria then the Incentive is calculated on the individual merits of the Measures due to scope changes and/or measures.



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- h. The project must have all Measures Installed Within a reasonable time frame to receive the comprehensive Incentive. A reasonable time frame is defined in Paragraph 5(b) above. UI reserves the right to modify the definition of a "reasonable time frame" based on the project. In the event, the scope of the project changes, the Incentive amount will be calculated on the basis of the remaining individual measures.
1. Projects will be reviewed on a case-by-case basis
- 10. MULTIPLE FUEL OR NON-ELECTRIC ECMs**
UI reserves the right in its sole discretion (but in no event is obligated) to pay incentives for any energy saving non-electric ECM.
- 11. ECM INSTALLATION COST**
- a. Customer shall supply UI with copies of all appropriate paperwork that documents that the construction or installation process has been initiated (such as a purchase order, bid document, contract etc. and any other documentation as requested by UI).
- b. Customer shall supply UI with copies of all paid invoices (including all materials, labor, and equipment discounts) reflecting the actual costs of design engineering, purchasing, and installing the ECMs, along with costs for demolition and disposal of materials. UI may also request and Customer shall supply UI with other reasonable documentation or verification of the Customer's actual cost for purchasing and installing the ECM. Incentives are applicable to and available with respect to incentives for ECM installation costs only those ECMs that are actually installed and Customer is eligible for incentives for ECM installation costs only to the extent that the costs are deemed reasonable by UI in its sole discretion. Costs for financing, extra equipment, spare parts, inventoried items, painting, and any other non-installed materials are not eligible for reimbursement under this Agreement.
- 12. PAYMENT**
- a. Incentive payments will be made by UI within 60 days after UI has completed a post-installation verification of ECM installations and the actual costs thereof to its satisfaction. UI may also arrange with Customer to make incentive payments in installments. In addition to the foregoing, no incentive payment shall be made by UI to Customer or installing Vendor (as the case may be) until Customer has executed an acknowledgment in the form attached hereto as Exhibit 2.
- b. If Customer has an established UI account, it may request that the incentive amount applicable to it under this Agreement be paid in the form of a credit to the Customer's electric bill by designating the method of payment on the Schedule A at the time of entering into this Agreement.
- c. The Customer understands and acknowledges that UI shall pay the incentives from the Energy Conservation and Load Management Fund ("C&LM Fund"). In the event that all or any part of UI's C&LM Funds designated by legislative or regulatory action for purposes other than implementation of UI's C&LM programs, and UI determines that the C&LM Funds are insufficient to cover the cost of such programs, UI shall have no obligation to pay any incentives hereunder and shall have no further liability to the customer. Customer shall not hold UI liable in any way and shall hereby hold UI harmless from and against any and all liabilities, costs or damages incurred by Customer in the event of a program funding reduction or elimination, including but not limited to the insufficiency of the C&LM Fund to cover the cost of C&LM programs as determined by UI.
- 13. PERFORMANCE CONTRACTING**
If the ECMs are being installed by a third party under a performance contract arrangement UI reserves the right to determine the cost of purchasing and installing the ECMs as the costs actually incurred by the third party or in UI's sole discretion based upon UI's experiences with similar ECMs in other customers' facilities.
- 14. FINANCING OPTION**
- a. Third party financing for the ECMs to be installed at Customer's Facility pursuant to this Agreement may be available to Customer from a UI designated third party financing provider ("7PFP") provided that Customer's project meets (among other requirements) the following eligibility requirements:
- (i) The project has a Simple Payback Period greater than 1.5 years but less than 7 years. Simple Payback Period means the total cost of the project divided by the estimated annual energy savings of the project through its first year of operation.
- (ii) The project is eligible for inclusion in UI's Energy Opportunities program.
- (iii) The project does not qualify for and participate in other financing options under Connecticut Energy Efficiency Funds (CEEF) programs administered by UI.

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- (iv) The project is not a federal government or agency project.
 - (v) The project includes only equipment retrofits (i.e., it does not involve new construction or major renovation).
 - (vi) The Customer is either (I) an Industrial or commercial customer of UI (with SIC codes of 2000 through 3999), has less than 100 employees and has an average monthly demand above 10 kW but less than 350 kW over the past twelve months or (II) a commercial customer (with SIC codes of 4000-9000) with an average monthly demand above 10 kW but less than 350 kW over the past twelve months.
- b. Customer acknowledges and agrees that, in addition to the foregoing project eligibility requirements, Customer must apply to the TFPF in order to secure financing by the TFPF for its project (as described herein). The decision by the TFPF to provide (or not provide) financing to Customer in connection with its project is at the sole discretion of the TFPF and Customer acknowledges and agrees that UI is not responsible in any way for any decision by the TFPF to provide, or not to provide, financing for Customer's project. In addition to the foregoing, any and all financing transactions as between the TFPF and Customer in connection with the project are solely as between such parties. UI is not responsible in any way for any and all decisions, acts or omissions of the TFPF in connection with any and all financing transactions as between the TFPF and Customer in connection with Customer's project. Customer hereby agrees to indemnify, defend, and hold harmless, UI, from any and all claims, actions, costs, expense, damages, and liabilities, including reasonable attorney's fees, resulting from or arising out of Customer's decision to seek financing for its project from the TFPF, including but not limited to any and all action or inaction of the TFPF related to the same.
- c. In the event that Customer receives financing from the TFPF as contemplated and provided for herein, UI may, in its sole discretion, provide an "Interest rate buy down" in connection with such TFPF financing. An "Interest rate buy down" means an upfront payment provided by UI (through use of CEEF funds) to the TFPF in order to lower the interest rate paid by Customer to the TFPF over time. An interest rate buy down is only available to Customer in connection with TFPF loans that are no less than \$2,000 and no greater than \$100,000. In the event that Customer (I) is eligible for and receives financing for its project from the TFPF pursuant to the TFPF's EO financing program and (II) UI determines, in its sole discretion, that UI will provide an interest rate buy down in connection with such TFPF financing for Customer's project, then Customer will receive 100% of the incentive calculated by UI for the Customer's project and a partial interest buy down or subsidy, which in turn determines the available interest for the project either 7%, 8%, 9%, or 10% loans respectively. The total CEEF contribution (the calculated incentive plus the interest rate buy down) is capped and will not exceed 112.5% of the calculated program incentive. The maximum term of TFPF loans for which Customer receives an interest rate buy down from UI shall be (I) the Net Simple Payback Period for the project plus one year or (II) five years, whichever is less. In the event that Customer elects to receive 100% of the calculated incentive (and a corresponding 10% interest rate) then the Customer will be eligible for the maximum five year term. Net Simple Payback Period means (A) the total cost of Customer's project less the subject of this Agreement minus the incentive calculated by UI for the project divided by (B) the estimated energy savings expected to be experienced by Customer as a result of the project (as calculated by UI).
- d. Customer may seek additional financing from the TFPF up to a total amount of \$250,000. However, financed amounts greater than \$100,000 are not eligible for any interest rate buy down from the CEEF funds. Any financed amounts greater than \$100,000 will be subject to current market interest rates and will be determined by the TFPF.
- e. Customer may seek financing of its project from any third party financing entity provided, however, any interest buy down that the CEEF Fund and UI may provide with respect to Customer's project, if at all, shall only be applicable with respect to TFPF financing pursuant to the terms and conditions provided for herein.

15. ECM MAINTENANCE

- a. In order to maintain the estimated energy savings benefit derived by UI for ten (10) years from the date of installation of the applicable ECMs, Customer agrees to repair or replace the ECMs periodically, using energy saving equipment similar or superior to the equipment that was installed originally. If Customer's performance of this provision proves to be impossible or impracticable, Customer shall, within ten (10) days of its determination of its inability to perform, notify UI promptly of its inability to perform and in such an event, UI may, at its sole and full discretion, require Customer to promptly reimburse UI for a prorated portion of all incentives and installation cost reimbursement paid under this Agreement subject to interest charges set forth in Paragraph 15(c) below.
- b. If UI in its sole discretion deems it appropriate, to ensure the efficiency gained through incentives paid by in connection with this Agreement, UI may require the Customer to maintain a service contract with a vendor acceptable to UI for the term of this Agreement, or another term determined by UI to be applicable to the specific ECM installed.



Connecticut Energy Efficiency Program not funded by a charge on customer energy bills.
No Program fee assessed to help customers obtain their energy savings and pay.

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- c. Neither Customer nor its agents, contractors, or subcontractors shall knowingly circumvent the net energy performance of ECMs or related systems installed pursuant to this Agreement. In the event of a breach of this provision, UI will require Customer to reimburse in full all of the Incentives and Installation cost reimbursement paid for these ECMs. All Customer reimbursements to UI will include interest accrued from the date of receipt of the Incentive by the Customer, at the annual rate of eight percent (8%).

16. LIMITATION OF LIABILITY

UI shall not be liable to Customer for any damages in contract or tort or otherwise including negligence caused by any activities in connection with this Agreement or in connection with the retrofitting of the Facility, including without limitation the actions or omissions of any design professional or any employee, agent, contractor, subcontractor or consultant retained by UI. UI's liability under this Agreement shall be limited to paying the Incentives specified for the ECMs but only as and if such Incentives become payable to Customer and only to the extent that such Incentives are not subject to repayment as provided for in this Agreement. In no case shall UI be liable to Customer for any special, indirect, consequential, incidental, punitive or exemplary damages of any kind, including but not limited to loss of use, lost profits, out of pocket expenses by statute, tort or contract, equity under any Indemnity provision or otherwise.

17. INDEMNIFICATION

Customer agrees to indemnify, defend and hold harmless, hold UI, from any and all claims, actions, costs, expenses, damages, and liabilities including reasonable attorney's fees, resulting, from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of Customer's employees or other authorized agents in connection with Customer's activities within the scope of this Agreement, including, without limitation, claims arising from Customer's installation and/or maintenance of HVAC units in compliance with current standards for the performance of such units published or recognized by ASHRAE. Customer's duty to indemnify shall continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to the expiration or termination of this Agreement.

18. NO WARRANTIES

- a. Customer acknowledges and agrees that neither UI nor any of UI's employees or consultants are responsible for assuring that the design, analysis, engineering, and retrofitting of the Facility or installation of any or all of the individual ECMs or equipment is proper or complies with any particular laws, codes, or industry standards, including, without limitation, current standards published or otherwise recognized by ASHRAE for HVAC units.
- b. Customer understands and agrees that UI does not represent, warrant, or guarantee the product or service of any particular vendor, manufacturer, contractor, or subcontractor. Customer further understands and agrees that UI does not represent, warrant or guarantee the safety of the ECMs or that the installation of any ECMs pursuant to this Agreement will result in any lever of energy savings or result in any measurable energy related benefit.

19. NO TAX LIABILITY

UI is not responsible for any tax liability imposed on the Customer or the Customer's authorized recipient as a result of the Incentive payment.

20. LIMITED SCOPE OF REVIEW

UI's scope of review for purposes of this Agreement is limited to determining if the design and installation of the ECMs have met the program conditions. UI does not include any kind of safety or performance review of any equipment installed or serviced in connection with this Agreement or any planned or installed ECMs, including, without limitation, any compliance by HVAC units with current standards published or otherwise recognized by ASHRAE.

21. OBLIGATION TO INSTALL

This Agreement does not obligate Customer to install any of the ECMs that have been approved by UI. However, if Customer, subsequent to such approval, elects to install the ECMs, the terms and conditions of this Agreement shall govern the payment of incentives and the maintenance of the ECMs at the Facility.

22. PROGRAM CHANGES

UI reserves the right to cancel or change the Energy Opportunities program at any time without prior notice to Customer. Except as otherwise provided in this Agreement, all fully executed agreements that are in compliance with the terms and conditions contained herein will be processed to completion under the terms and conditions of the Energy Opportunities program in effect on the Effective Date.



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23. PAYMENTS ASSIGNED TO CONTRACTORS

- a. UI Customers may designate in writing the Customer's Installing Vendor as the sole recipient of any Incentives and/or Installation cost reimbursements owed to Customer under this program. Customer's written designation shall also state that Customer acknowledges and agrees that it has no further claim or right, title or interest in and to any such Incentives and / or Installation reimbursements.
- b. In addition to the requirements set forth in Paragraph 23 (a) above, Customer must request the change in Incentive / Installation cost recipient by signing the designated area on Schedule A.
- c. In addition to the requirements set forth in Paragraph 23 (a) and (b) above, if Customer assigns the Incentives and/or Installation cost reimbursements to the Installing Vendor, Customer must supply or cause its designated recipient to supply UI with a Letter of Acknowledgement and a completed W-9 containing designated recipient's Federal Tax Identification number.
- d. In addition to the foregoing, prior to the release by UI of any Incentive/Installation cost reimbursement by UI to the Installing Vendor, Installing Vendor shall execute an acknowledgment in the form attached hereto as Exhibit 1 and Customer shall cause Installing Vendor to execute the same.

24. PUBLICITY OF CUSTOMER PARTICIPATION

UI may, with Customer's consent, publicize Customer's participation in the program, the results of Customer's participation in the program, the value of Incentives paid to Customer by UI under the program, and any other information relating to or in connection with Customer's participation in the program.

25. BALLAST & LAMP DISPOSAL

Customer agrees to comply with all laws and regulations promulgated by the State of CT Department of Environmental Protection and all other applicable laws, rules and regulations relating to the proper disposal of fluorescent lamps and PCB ballasts. The costs incurred by Customer in connection with the disposal of fluorescent lamps and PCB ballasts may be included in Customer's calculation of costs for installing the ECMs. Customer must provide to UI documentation acceptable to UI that verifies the proper disposal of all hazardous materials.

26. EXISTING and NEW SELF-GENERATION

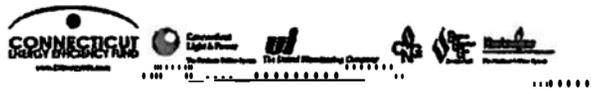
The Incentive amount paid by UI to Customer under this Agreement will be determined by UI based on UI's evaluation of the net benefit of the ECMs for which Customer is receiving an Incentive to UI's customers as a whole ("Net Customer Benefit"). Accordingly, UI will establish and reserves the right to reduce the Incentive amount in order to reflect the impact of Customer's existing self-generation or new self-generation installed after the Effective Date hereof (as the case may be) to reflect the impact of such self-generation on UI's Net Customer Benefit calculation. UI may require Customer to refund to UI all or a portion of the Incentive amount paid to reflect the reduced Net Customer Benefit. Any interconnection of new self-generation to the utility grid must comply with UI's then current policies and standards governing such interconnections.

27. FORWARD CAPACITY MARKET PAYMENTS / CREDITS

By signing this document and as a condition to receiving an Incentive pursuant to this program, Customer hereby assigns to UI any and all payments, benefits and/or credits in connection with the Forward Capacity Market (or any currently existing or successor or replacement markets, (including, but not limited to, any and all "LICAP", "ICAP", transitional credits or payments or any and all other capacity-related credits, payments and/or benefits for which Customer is eligible) and that are associated with or applicable to Customer's participation in the Energy Opportunities Program. Customer hereby assigns to either UI all of its right, title and interest in and to any and all such capacity payments, credits and/or benefits and shall take any and all action, including executing and delivering any and all documents and/or instruments, as requested by UI to evidence the same. Forward Capacity Market means the market for procuring capacity pursuant to 150-NE Tariff, FERC Electric Tariff No. 3, Section III, Market Rule 1, Section 13 any modifications to the Forward Capacity Market, or any successor or replacement market/capacity procurement process.

28. CLASS III CONSERVATION CREDITS

In accordance with the Department of Public Utility Control's ("DPUC's") September 29, 2008 decision in Docket No. 05-07-19RE01, DPUC proceeding to develop a New Distributed Resources Portfolio Standard Class III - 2007 Revisions (as supplemented by the DPUC's February 11, 2010 decision in Docket No. 05-07-19RE01). Customer is not eligible to receive or retain any Class III conservation credits in connection with the Energy Opportunities Program and Customer hereby acknowledges and agrees the same. Customer further acknowledges and agrees that such credits shall be retained by UI for the benefit of their customers through the Connecticut Energy Efficiency Fund. In the event that the DPUC amends or modifies the allocation of Class III conservation credits



Municipal Energy Opportunities Standard Agreement

as reflected in its September 29, 2008 decision, then the allocation of such credits utilized by UI shall be the allocation in effect (per the applicable DPUC decision) on the Effective Date.

29. MISCELLANEOUS

- a. The term of this Energy Opportunities Agreement will commence as of the Effective Date and continue for ten (10) years from date of the first payment made by UI to Customer pursuant to Paragraph 11 above unless sooner terminated as provided for herein.
- b. Customer understands that UI is willing to pay the Energy Opportunities Incentives based on the long-term value of the energy reductions to UI.
- c. If at any time during the term of this Agreement, and during which time the Facility is occupied by the Customer, or any affiliate of the Customer, the operation of the Facility is modified so as to diminish the value of the energy efficient measures, UI may require reimbursement by Customer of all or a prorated percentage of the Energy Opportunities Incentives and Installation cost reimbursements paid by UI to Customer hereunder.
- d. Where Customer has installed or modified any HVAC unit in connection with Customer's participation in the Energy Opportunities Program, Customer shall, prior to UI's payment of an Incentive, provide UI with a written statement confirming that such HVAC unit meets or exceeds the current standards for the operation of such HVAC unit as recognized by ASHRAE. Customer's failure to provide such written confirmation shall result in UI's withholding of any and all Incentives for which Customer is eligible for hereunder until such failure is corrected.
- a. During the term of this Agreement, Customer will require any successor to its interest in the Facility during the term of this Agreement (whether direct or indirect, by sale of the Facility to a third party, by expiration or termination of Customer's lease of the Facility, or by purchase, merger or consolidation of Customer or all or substantially all of its assets by with or into a third party) by an agreement in form and substance satisfactory to UI, to assume and agree expressly to be bound by the provisions of this Agreement. Failure of Customer to obtain such agreement by the effectiveness of any such succession shall be a breach of this Agreement and shall entitle UI to reimbursement for all or a prorated percentage of the Incentives paid by UI to the Customer under this Agreement.
- f. If either UI or Customer desires to modify the content of this Agreement, the modification must be in writing and signed by an authorized representative of each party in order for the modification to be enforceable against that party.
- g. Customer may not assign this Agreement without the written consent of UI. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, personal representatives, successors and assigns.
- h. Any waiver of any breach of any provision of this Agreement shall not be a waiver of any subsequent breach of the same or any other provisions of this Agreement.
- i. All notices shall be in writing and delivered personally or by overnight courier to the addresses of the parties set forth at the beginning of this Agreement. Any such notice shall be deemed given on the date delivered.
- j. This Agreement shall be governed and construed in accordance with the laws of the State of Connecticut without regard to its conflicts of laws and principles.
- k. All requirements, terms, conditions and provisions of this Agreement which by their nature are incapable of being fully performed within the period of performance hereof shall survive the cancellation, termination or expiration of this Agreement. Including but not limited to any and all reimbursement obligations of Customer hereunder.
- l. The relationship of the parties is that of independent contractors. None of the provisions of this Agreement is intended to create nor will be construed to create an agency, partnership or employment relationship between or among the parties. No party or any of its officers, members, or employees, will be deemed to be the agent, employee or representative of another party.
- m. This Agreement, including all schedules attached hereto, forms the entire agreement between the parties and supersedes all other communications and representations related to the subject matter hereof.
- n. A "Business Day" as used in this Agreement is a day for which commercial banks are open for business in Connecticut.



ENERGY OPPORTUNITIES

1-877-WISE USE

Municipal Energy Opportunities Standard Agreement

In order to evidence its agreement to the above terms, each party has signed or caused an authorized representative to sign this Agreement on the date(s) specified below.

CUSTOMER:

By: John Slgona
(sign) _____

Title: Dir of finance Date: { }

THE UNITED ILLUMINATING COMPANY:

By: John Slgona
Title: Senior Sales Engineer Date: 0810312012

By: Ray W. Haller
Title: Mgr Energy Svcs Date: 8/3/12





Municipal Energy Opportunities Standard Agreement

EXHIBIT 1

AGREEMENT REGARDING Town Of Trumbull -Dept 002 Pollee MUNICIPAL ENERGY OPPORTUNITIES STANDARD AGREEMENT

This Agreement regarding Town Of Trumbull -Dept 002 Police Municipal Energy Opportunities Standard Agreement Project#FB2z ("Agreement") Is entered Into this day of August, 2012 ("Effective Date") by and among The United Illuminating Company ("UI"), and EARTH CORE ENERGY SERVICES LLC.

WITNESSETH:

WHEREAS, the Town Of Trumbull -Dept 002 Pollee ("Customer") entered Into a certain Municipal Energy Opportunities Standard Agreement with UI with an effective date of 08/03/2012 ("MEO Agreement"), which MEO Agreement is attached hereto as Exhibit 1 and incorporated herein by reference; and

WHEREAS, the MEO Agreement governs the Customer's participation In the Municipal Energy Opportunities program ("Program") and certain energy efficient retrofits ("Retrofits") to a certain building located at EDISON RD 158 ■ TRUMBULL, CT (the "Facility" as defined In the MEO Agreement) to be performed by EARTH CORE ENERGY SERVICES LLC (or "Installing Vendor" as defined In the Agreement); and

WHEREAS, the MEO Agreement (along with its attachments and exhibits including a Financial Agreement Addendum) sets forth (i) a total project cost of \$ 148,623.00 ("Total Project Cost"), (II) an incentive of \$ 81,343.00 ("Incentive") and (III) a balance of \$ 87,280.00 ("Balance"); and

WHEREAS, pursuant to the MEO Agreement, the Balance is to be repaid by Customer via monthly payments of \$ 1,868.89 on Customer's UI electric service bills for a period of Thirty Six (36) months; and

WHEREAS, the Program and MEO Agreement contemplates that the Customer will (i) receive a payment from UI In an amount equal to the Total Project Cost (II) pay the Installing Vendor the Total Project Cost and (III) make the monthly payments as set forth In the MEO Agreement until the Balance Is paid in full; and

WHEREAS, the Customer Is solely responsible for securing an Installing vendor and paying the Installing Vendor In connection with its Program project; and

WHEREAS, the Customer has requested that UI pay the Total Project Cost directly to the Installing Vendor.

NOW, THEREFORE, In consideration of the premises and the mutual covenants contained herein, Customer, UI and Installing Vendor agree as follows:

1. Payment of Total Project Cost. Subject to the terms and conditions contained in this letter agreement, UI agrees to pay the Total Project Cost directly to the Installing Vendor.





1-877-WISE USE

Municipal Energy Opportunities Standard Agreement

2. **Pavment of Balance.** Customer agrees to pay to UI an amount equal to the Balance, which Balance will be paid to UI monthly as part of Customer's UI electric service bill over a period of Thirty Six (38) and In monthly payment amounts of \$ 1,868.89 .

3. **Relationship of Parties.** The Parties acknowledge and agree that (i) Customer has contracted Installing Vendor to perform the energy efficient retrofits, (II) Installing Vendor is solely responsible for the installation of the energy retrofits at the Facility, (III) In connection with the Program, the MEO Agreement, and this Agreement, UI's sole responsibility Is as an administrator of the Connecticut Energy Efficiency Fund, (iv) neither Customer nor Installing Vendor shall hold UI responsible In any way for the Retrofits at the Facility *in* connection with the Program and MEO Agreement, Including but not limited to their Installation, operation and maintenance, and (v) Installing Vendor agrees to Indemnify, defend and hold UI, Its affiliates, successors, assignees and each of its and their shareholders, directors, officers, employees and agents harmless from and against any and all suits, claims, and proceedings resulting *in* liabilities, damages, costs, losses and expenses, Including court costs and reasonable attorneys' fees, which arise out of or relate to the Installing Vendor's installation of the Retrofits at the Facility.

4. **MEO Agreement.** Except as expressly modified herein, all of the terms and conditions contained in the MEO Agreement remain in full force and effect.

IN WITNESS WHEREOF, UI, Customer and Installing Vendor have each caused this Agreement to be executed In its name by one of Its officers thereunto duly authorized as of the Effective Date.

CUSTOMER:

IRV Dir of finance Date: 8/3/2012

INSTAUIING VENDOR: EARTH CORE ENERGY SERVICES LLC

(JJ LL' L c.. J.f: "Tr: c! rL
Name: JL, Title: t. Date: _____

TI: IE UNITED ILLUMINATING COMPANY:

By: John Slgona
Title: Senior Sales Engineer Date: 08103/2012





Financial Agreement Addendum

This Financial Agreement which forms part of the Municipal Energy Opportunities Standard Agreement and is effective as of the date signed by all parties below (the "Effective Date") is entered into by and between The United Illuminating Company ("UI") and Town Of Trumbull Dept 002 Pollee (the "Customer"), pertaining to the building to be retrofitted at EDISON RD 158; TRUMBULL, CT (the "Facility"), Municipal Energy Opportunities Project# FB2z.

The Customer agrees that UI makes no warranties, expressed or implied, regarding the serviceability of any products installed or purchased in connection with the Facility retrofit. The Customer also agrees that it is solely responsible for selecting and contracting with the contractor who will be performing the Facility retrofit, which contractor is identified below ("Contractor"). The Customer and Contractor (as evidenced by Contractor's signature below) each agree to indemnify and hold harmless UI and its officers, directors, employees of affiliates thereof, from any damages, fines, settlements or judgments which directly arise from or are caused by the wrongful, or negligent acts or omissions of any party in the conduct or performance of the Facility retrofit by the Contractor. The Customer shall specifically indemnify and hold harmless, UI with respect to all work contracted for between the Customer and the Contractor, and from any damages, fines, settlements or judgments which directly arise from or are caused by the acts or omissions of the Contractor.

The Customer understands and agrees that UI will not be responsible for any tax liability imposed on the Customer as a result of its participation in the Energy Opportunities program. Customer Vendor must supply its Federal Tax Identification Numbers or Social Security Number as they are required for distribution of UI Incentives. UI will issue a 1099 form to each non-incorporated customer receiving an aggregate Incentive payment in excess of \$600.00 in any calendar year.

Customer hereby requests that UI assist financially in connection with the installation work described in Schedule A of the Municipal Energy Opportunities Standard Agreement, at the service address listed below, pursuant to UI's terms and conditions applicable to the Energy Opportunities program. UI and the Customer agree that, in addition to any and all other terms and conditions of the Energy Opportunities program, upon the Customer or Contractor confirming completion of the installation work, and UI's post installation inspection and project verification as well as Customer's execution of an acknowledgement in the form attached hereto as Exhibit 2, UI will issue a check for all amounts approved by UI. The Customer shall be responsible for amounts, if any, in excess of amounts approved by UI and will pay such amounts directly to Contractor.

The Customer also agrees to pay UI the balance of the project cost or the pre-determined total amount as detailed below. The monthly payments will be included by UI on the Customer's regular electric service bill, and the first payment will be due on the first billing cycle following the processing of this agreement. In the event this account is finalized due to selling or closing the facility, the Customer will be required to pay the unpaid balance of this financing agreement within 30 days. By my signature below, I certify that I have read, understood and agree to the terms of this agreement.



ENERGY OPPORTUNITIES

1-877-WISE USE

Financial Agreement Addendum

\$148,623.00	\$81,343.00	\$.00	\$67,280.00	\$ 1,868.89	36
Total Cost	Incentive	Co-Pay	Balance	Monthly Pymt.	TerMI

Please Note: On the Initial bill only, the total balance amount will be displayed with an equal amount as a credit This is for accounting purposes only.

08-6002110

Federal Tax ID or Social Security #, Customer

100000268073

Contract Account#, Customer

Town Of Trumbull- Dept 002 Pollee

Account Name, Customer

Allen White

Contact, Customer

158 EDISON RD | TRUMBULL, CT 06611

Service Address, Customer

Maura T. King
(Customer's Signature)

ACCEPTED: The United Illuminating Company

By

Roy W. Haller
Administrator

Federal Tax ID or Social Security#, Contractor

EARTH CORE ENERGY SERVICES LLC

Name, Contractor

LUCA PETRACCA

Contact, Contractor

Luca J. Petracca
Signature, Contractor

5 LAURA AVE; PROSPECT, CT 08712

Address, Contractor

8/7/12
(Date)

8/3/12
(Date)



ENERGY OPPORTUNITIES

1-877-WISE USE

MunicipalEnergy Opportunities Standard Agreement

EXHIBIT 2

Reference is made to that certain MunicipalEnergy Opportunities Standard Agreement entered Into by and between The United Illuminating Company ("UI") and the *Town Of Trumbull- Dept 002 Pollee* ("Customer") as of "Effective Date" of the MunicipalEnergy Opportunities Standard Agreement project# FS2z. Customer hereby acknowledges and agrees that:

1. The ECMs (as defined In the MEO Agreement) installed by Installing Vendor (as defined in the MEO Agreement) were Installed to the satisfaction of the Customer and are hereby accepted In all respects by the Customer; and
2. Ulis authorized to release the TotalProject Cost (as defined In Exhibit 1 of the MEO Agreement) to the Installing Vendor.

Town Of Trumbull- Dept 002 Pollee

By: **MaMa..-:E** ..! >

Its: { "\a_lr tA;\bullet \-e-5 } \t'r" 'Lf- -h.f.'" \(; ,_tz(C.
Authorized Representative)



FINANCIAL AGREEMENT ADDENDUM

This Financial Agreement, an addendum to the Municipal Energy Opportunities Standard Agreement, as dated below (the "Effective Date") is entered into between The United Illuminating Company and TOWN OF TRUMBULL - DEPT 002 POLI (the "Customer"), pertaining to the building to be retrofitted at 158 EDISON RD, TRUMBULL, CT 06611 (the "Facility"), MUNICIPAL ENERGY OPPORTUNITIES Project# FB2z.

The Undersigned Customer agrees that UI makes no warranties, expressed or Implied, regarding the serviceability of the product Installed or purchased. The Undersigned Customer also agrees that the contractor will be an independent approved Vendor /Installer, in which case the Customer and Contractor each agree to Indemnify and hold harmless UI and its officers, directors, employees of affiliates thereof, from any damages, fines, settlements or judgments which directly arise from or are caused by the wrongful, or negligent acts of omissions of any party in the conduct or performance of the contractor's duties under the terms of this agreement. The Customer shall specifically Indemnify and hold harmless, UI for all work contracted for between the Customer and the approved Vendor /Installer, from any damages, fines, settlements or judgments which directly arise from or are caused by the wrongful, or negligent acts or omissions of the approved Vendor /Installer.

The Undersigned Customer understands that the UI will not be responsible for any tax liability imposed on the customer as a result of its participation in the program. All applicants must supply their Federal Tax Identification Numbers or Social Security Number in order to have a check issued to them. The UI will issue a 1099 form to each non-incorporated customer receiving an aggregate incentive payment in excess of \$600.00 in any calendar year.

I, the Undersigned Customer, request that The United Illuminating Company ("UI") assist financially with the agreement of the approved contractor listed below to perform the installation work described in the contractor's proposal and Schedule A, at the service address listed below, pursuant to UI's terms and conditions in the Schedule A. UI and the customer agree that, upon the Customer or Contractor confirming completion of the installation work, and UI's post installation inspection and project varrllcallon, UI will issue a check for all amounts approved by UI. The undersigned Customer shall be responsible for amounts, if any, in excess of amounts approved by UI and will pay such amounts directly to Contractor.

The Customer also agrees to pay UI the balance of the project cost or the pre-determined total amount as detailed below. The monthly payments will be included by UI on the customer's regular electric service bills, and the first payment will be due on the first billing cycle following the processing of this agreement. In the event this account is finalized due to selling or closing the facility, the Customer will be required to pay the unpaid balance of this financing agreement within 30 days. By my signature below, I certify that I have read, understood and agree to the terms of this agreement.

\$148,623.00	\$81,343.00	\$0.00	\$67,280.00	\$1,868.89	36
<i>Total Cost</i>	<i>Incentive</i>	<i>Co-Pay</i>	<i>Balance</i>	<i>Monthly Pymt.</i>	<i>Term</i>

Please Note: On the Initial bill only, the total balance amount will be displayed with an equal amount as a credit. This is for accounting purposes only.

06-6002110

Federal Tax ID or Social Security#, Customer
 100000266073

Contract Account#, Customer
 TOWN OF TRUMBULL- DEPT 002 POLI

Account Name, Customer
 Allen White

Contact, Customer
 158 EDISON RD, TRUMBULL, CT 06611

Federal Tax ID or Social Security#, Contractor
 EARTH CORE ENERGY SERVICES LLC

Name, Contractor
 LUCA PETRACCA

Cop ct, Contractor ?
 -1/r.4c 7.19-b-f..7

Signature, Contractor
 5 LAURA AVE PROSPECT, CT 06712

Address, Contractor

(Customer's Signature)

8/13/12

(Date)

ACCEPTED: The United Illuminating Co.

By Ray W. Hallin

UI Administration

8/13/12

(Date)

EO Incentive Application Worksheet - Schedule A

Facility Name: Town Of Trumbull- Dept 002 Police Phone: (203)452-50451
 Service Address: Edison Rd 158 Facility Use: _____
 City: Trumbull Zip: 06611 Square Footage: 99,99
 Contact Person: White, Allen EO Rep: Sigona, John
 Federal Tax 1.0. No: 06-6002110 EO Project No: FB2z

Bonus	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
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Location: Comprehensive Initiative

QJmptflhiiiJ6ive Jni/latille

\$0 _____ \$0

Bonus total: \$0 0

Custom Measure	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
----------------	----------	----------	------------------	-------------

Location: Int Led

12WLED	1	\$0	.50	\$8
12WLED	1	\$0	-707	\$106
12WI.EQ	8	\$0	-323	\$48
14WLED	11	\$0	-6,060	\$909
14WLED	13	\$0	-12,549	\$1,882
18WLED	6	\$0	-1,318	\$198
1&WLED	26	\$0	-14,299	\$2,145
16W LED PAR30	6	\$0	-753	\$113
17WLED	23	\$30,402	-34,334	\$5,150
20W LED	18	\$0	-4,848	\$727
2DWLED	28	\$0	-23,319	\$3,498
1.EDEXJT	29	\$0	-12,369	\$1,855

Location: Location 3

120WINDUCTION	3	\$0	-2,100	\$315
17WLED	8	\$0	-3,456	\$518

EO Incentive Application Worksheet - Schedule A

Custom Measure	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
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Location: Location 3

17WLED	3	\$0	-1,596	\$239
200W JNDUC C/JN	3	\$25,074	-2,940	\$441
20WLeD	2	\$0	-560	\$84
2BWLED	1	\$0	-584	\$88
SOWLED	1	\$0	-980	\$147
90WLED	17	\$0	-9,220	\$1,383

Location: Location 4

REDUCED PUMPING	1	\$40,338	-49,560	\$7,434
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Custom Measure total: ; -181,2e \$ 27,2 a a --

Lighting - 15% below code	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
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Location: Interior Lites

Lighting-15% below code.	1	\$52,809	-192,544	\$28,882
--------------------------	---	----------	----------	----------

Lighting - 15% below code ; -192,544 \$28,882

Adjustment	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
------------	----------	----------	------------------	-------------

Location: Project taxid Level

Admin Wellvtl AdjUBlm9r2l		\$0	0	\$0
---------------------------	--	-----	---	-----

Description/Reason: INCENTIVE ADJUSTMENT

Adjustment total: 0 \$0

Mandatory Cap	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
---------------	----------	----------	------------------	-------------

Location: Project taxid Level

Mandatory Cap Adj		\$0		\$0
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Mandatory Cap Adjustment \$0 0 \$0

EO Incentive Application Worksheet - Schedule A

NON-ELECTRIC BENEFITS	Quantity	Cost(\$)	kWh Usage Change	Savings(\$)
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Location: Gas

DOMESTIC HOT WATER	1	\$8,514	-1,148	\$1,376
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NON-ELECTRIC BENEFITS! -----\$8,514 -----1,148 -----\$1,376 -J

Customer Application & Analysis -

In addition to the terms and conditions contained in UI's Standard Agreement and Schedule A, UI may require a thorough analysis of the demand and energy reduction potential, and the life expectancy of proposed Energy Conservation Measures (ECMs). UI *may* require the Customer to provide specifications, engineering data, or other reasonable information necessary to complete an Independent analysis. UI reserves the right to accept, reject or modify *any* calculations based on UI's own analysis including but not limited to the incremental cost of energy or demand savings, actual energy savings, life of the ECM, and the cost of the ECM. UI's approved and unsigned proposal will remain valid for thirty (30) days. If proposal is not accepted during this period, account re-qualification will be required. UI will approve only those site-specific ECM's which it believes have cost effective energy and demand reduction potential. In any case, UI reserves sole discretion to approve or disapprove any proposed ECM.

Program Changes -

The Program's Terms and Conditions may be changed by UI at any time without notice. Pre-approved applications however will be processed to completion under the Terms and Conditions in effect at the time of UI pre-approval.

EO Incentive Application Worksheet - Schedule A

Summary Page of EO Schedule A of project FB2z as of 08/03/2012 10:59:25

Facility Name: <u>Town Of Trumbull - Dept 002 Police</u>	Phone: <u>(203)452-50451</u>
Service Address: <u>Edison Rd 158</u>	Facility Use: _____
City: <u>Trumbull</u> Zip: <u>06611</u>	Square Footage: <u>99,99,</u>
Contact Person: <u>White, Allen</u>	EO Rep: <u>Sigona, John</u>
Federal Tax 1.0. No: <u>06-6002110</u>	EO Project No: <u>FB2z</u>

TOTAL COST:	\$157,137	1
TOTAL SAVINGS:	\$57,546	1
TOTAL INCENTIVES:	\$81,343	1
MONTHLY PAYMENT:	36@	\$1,868.89 1

Customer or Customer's agent name (print): Maria T. Pires
 Customer or Customer's agent Signature: Maria T. Pires
 Title V"ic Z:f 6vw'ZCe Date 8/3/2012

I authorize UI to issue the Incentive check, for the above amount, to
EARTH CORE ENERGY SERVICES LLC
 (the installing contractor, facility owner/other).
J\ctAJQ =I= 1:(<) 8/3/2012
 Customer or Customer's agent Signature Date



Quoted By: CJ Vose

Quote Expiration: 00/00/n/a

Dnte: 05/04/2012

Quote Name: Employee Self Service

Quote Number: 41991

Sales Quotation For:

Ms. Maria Pires
 Town of Trumbull
 Town Hall
 5866 Main Street
 Trumbull, CT 06611

Phone: (203) 452-5031
 Fax: (203) 452-5099
 Email: mpires@trumbull-ct.gov

1 Software

Model #	Description	Quantity	Price	Extended Price	Discount	Software Total
WEB-MSH-EMP-SW - B	Employee Self Service - Software - B	1.00	\$6,000.00	\$6,000.00	\$0.00	\$6,000.00
Total:						\$6,000.00

2 Services

Model #	Description	Quantity	Price	Extended Price	Discount	Services Total
WEB-MSH-SELF-INS	Self Service Installation Fee (Client Hosted)	1.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
Total:						\$1,500.00

Training

Model #	Description	Quantity	Price	Extended Price	Discount	Total
WEB-MSH-EMP-TR - B	Employee Self Service- Training- B	3.00	\$1,175.00	\$3,525.00	\$0.00	\$3,525.00
Total:						\$3,525.00

Total Other Services:	\$1,500.00	Total Consulting:	\$0.00	Total Training:	\$3,525.00	Total Conversion Services:	\$0.00	Total Services:	\$5,025.00
Total Training Days: 3						Total Consulting Days: 0			

3 Maintenance

Model #	Description	Quantity	Price	Extended Price	Discount	Total
WEB-MSH-EMP-SP-						

B	Employee Self Service- Support- B	1.00	\$1,080.00	\$1,080.00	\$0.00	\$1,080.00
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Total:	Total:
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Town of Trumbull

Page I of 2

\$0.00

\$1,080.00

Summary

	Fees	Maintenance
Total Software	\$6,000.00	\$1,080.00
Total Services	\$5,025.00	
Summary Total	\$11,025.00	\$1,080.00

Comments

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the size and scope of your project. The actual amount of services depends on such factors as your level of involvement in the project and the speed of knowledge transfer.

Prices submitted in the quote do not include travel expenses included in accordance with Tyler's then-current Business Travel Policy.

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the canceled services if Tyler is unable to re-assign its personnel.

Customer Approval: _____

Date: _____

Print Name: _____

P.O.#: _____

All primary values quoted in US Dollars



munis' Employee Self Service

In today's busy world, employees expect greater access to information and services. They expect it at their fingertips, and need it to be easy, complete, and fast. Whether it's updating personal information, requesting leave, or checking compensation information-quick, confidential, and accurate response is critical. As a local government administrator, you need to respond to these expectations while struggling with tight budgets and minimal staff. Fortunately, Tyler has the solution: Munis Employee Self Service. With over 20 years delivering excellent solutions for the public sector, a 98% retention rate, and more than 7,000 clients, Tyler has the experience, service, and innovative solutions to meet your needs.

How it works

Your employees can easily access your organization's customized Web sites anytime, anywhere-through a secure Internet connection. Access is through a link on your Web site, over a high-speed Internet connection. Flexible hosting options allow you to choose the hosting requirement that best suits your needs. Tyler offers two options:

- Tyler: hosts all needed hardware and software, and manages all traffic. Data is passed between your server and the Tyler Data Center in Falmouth, Maine through a secure connection, and then on to the requesting party.
- Self-hosting: allows you to leverage your existing infrastructure and personnel to manage the Web site locally.

Munis Self Service Advantages

Munis Employee Self Service offers continuity, because it actively extracts information directly from the Munis database. Users gain access through secure connections using a unique username and password to log into the system, and control permissions to view and change information. Web site information is current because of the direct connection to your Munis data-in other words, information is reflected in real-time. What's more, Tyler provides both software and Munis Self Service support by trained Help Desk professionals, who assist you with any of your issues.

...continued on reverse

Is staff spending too much time responding to routine requests for information? Alleviate these demands, and provide employees with access to key information—conveniently and securely through the Internet. Anytime, from anywhere.

Empowering people who serve the public



www.tyler.com

info@tylertech.com

Munisru Emtloyee Self Sea-vice

Employee Self Service

Employees monitor and maintain personal and employment information such as:

- Human Resources (HRI) Data Inquiry:
 - » Leave Time Accruals
 - » Complete employee pay history- weekly, YTD, benefits, withholding
 - » W2/W4s & 1099Rs
 - » Documentation such as policy manuals
- Online Job Posting & Tracking Applications:
 - » Applicants may attach resume, copy of transcripts, cover letters, references, etc.
 - » Limitless customization of database fields by HR-State certifications, retirement system participation, language, etc.
- Employee Transactions:
 - » Enter Hours Worked
 - » Submit Leave Requests (vacation, sick, personal, etc.)
 - » Supervisors can approve Leave Requests
 - » Enroll for Employee Benefits
 - » Address Changes
 - » Update W4 Information
 - » Pension Contribution with Monthly Breakdown
 - » Receive announcements and department information
 - » View Job Postings & Apply Online
 - » Training Catalog & Registrations and apply online
 - » Performance Evaluations



Munis Employee Self Service Home Landing Page Screen View



Munis Employee Self Service Vacation Page Screen View

system Requirements

Munis: 2005.01 or higher with Web Services enabled

OS: Windows 2000 or higher

Web Server: IIS 5.1 or higher; .NET framework version 2.0; ASP.NET (included with .NET runtime)

Browser: PC-Internet Explorer 6+, Netscape 6+, Firefox MAC-Safari, Firefox

Resolution: 1024 x 768 (recommended)



Quoted By: CJ Vase
 Date: 05/04/2012
 Quote Expiration: 00/00/n/a
 Quote Name: Tyler Forms Processing Quote
 Quote Number: 40261

Sales Quotation For:

Bob Chimini
 Town of Trumbull
 Town Hall
 5866 Main Street
 Trumbull, CT 06611

Phone: (203) 452-5042
 Fax: (203) 452-5054
 Email: rchimini@trumbull-ct.gov

1 Software

Model #	Description	Quantity	Price	Extended Price	Discount	Software Total
TF-1\C-OS-D	Tyler Forms Processing - Software- D	1.00	\$6,500.00	\$6,500.00	\$1,300.00	\$5,200.00
TF-GD-GD-D	Tyler Forms-OOdocs-D	1.00	\$3,500.00	\$3,500.00	\$700.00	\$2,800.00
Total:						\$8,000.00

2 Services

Model #	Description	Quantity	Price	Extended Price	Discount	Services Total
TF-AC-IMP-D	Tyler Forms Processing - Configuration- D	2.00	\$1,000.00	\$2,000.00	\$0.00	\$2,000.00
TF-FL-SVC-D	Tyler Forms Financial Library - D	1.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
TF-GBL-SYC-D	Tyler Forms General Billing Library - D	1.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00
TF-IIR-SVC-B	Tyler Forms Human Resources Library - B	1.00	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00
Total:						\$6,700.00
		Total Other Services:	Total Consulting:	Total Training:	Total Conversion Services:	Total Services:
		\$6,700.00	\$0.00	\$0.00	\$0.00	\$6,700.00
Total Training Days: 0						Total Consulting Days: 0

3 Maintenance

Description	Quantity	Price	Extended Price	Discount	Maintenance Total	
TF-AC-SP-D	Tyler Forms Processing- Support- D	1.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00
Total:					\$2,000.00	

Summary

	Fees	Maintenance
Total Software	\$8,000.00	\$2,000.00
Total Services	\$6,700.00	
Summary Total	\$14,700.00	\$2,000.00

Comments

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the size and scope of your project. The actual amount of services depends on such factors as your level of involvement in the project and the speed of knowledge transfer.

Prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the canceled services if Tyler is unable to re-assign its personnel.

Customer Approval: _____

Date: _____

Print Name: _____

P.O.#: _____

All primary values quoted in US Dollars



TylerForms GoDocs

TylerForms GoDocs gives you options beyond simply printing your forms. With GoDocs you can e-mail, fax, or electronically archive your forms.

E-mail

The GoDocs e-mail capability can automatically convert certain enabled forms to a PDF, and can attach it to a formatted e-mail message. These messages are populated dynamically with data elements from the attached form. E-mail attachments can also be password protected for additional security.

Fax:

GoDocs can be integrated with Right Fax, MS Fax and most email to fax services to automatically fax certain enabled forms. This eliminates the need to print the form and then manually process the fax.

Archive

As GoDocs creates an output file for laser printing, it can simultaneously create a PDF image for certain documents to be archived to either a formal or informal archiving system. The archived documents add significant convenience for re-printing ore-mailing, eliminating the need for paper-based filing systems. Archived copies can be viewed "as printed" and are easy to audit.

Move from a traditional paperbased system of document output to an electronic method. Whether you would like to e-mail, fax, or archive documents, there's only one solution—TylerForms GoDocs.



Your Document

PDF



E-mail



Fax



Archive Informal or TCM

White Paper

Return on Investment from TylerForms Processing

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From shrinking budgets to outdated processes and personnel turnover, today's local government offices are faced with difficult and pervasive challenges. A streamlined forms process is more important than ever to the efficiency, effectiveness, and organization of the public sector. Few local government offices have the time-or the budget-to follow complicated paper trails, organize unwieldy files, or deal with lost or misplaced employee paychecks or pay information. Imagine how much money your office could save with a document delivery solution designed specifically to support local government professionals in all aspects of form processing.

That solution is TylerForms Processing.

TylerForms Processing

With Tyler Technologies' TylerForms Processing solution, your annual cost of activity decreases significantly. Say goodbye to complicated paper financial, human resources, and utility billing processes-with our streamlined and automated processing system, important data is merged with electronic templates (direct deposit advices, paychecks, purchase orders, utility bills, and more), which can easily be printed and mailed, and often e-mailed or faxed. It's that simple. With TylerForms Processing, we save you time and money.

Annual Cost of Activity

So how do you determine if your forms process needs streamlining?

First, establish answers to the following employee and forms processing considerations:

1. How many employees are involved in forms processing?
(Consider printing, copying, distributing, signing, folding, inserting, and faxing or mailing of POs, AP checks, payroll or direct deposit advices, 1099 or W-2, invoices, and other bills)
2. How many hours (on average) does each employee spend on forms processing each day?
3. What is each employee's average hourly wage?
4. How many days each year does each employee work?

Next, use the following formula, based on your answers above, to calculate your annual cost of forms processing activity:

$$\text{Number of Employees} \times \text{Average Daily Hours} \times \text{Average Hourly Wage} \\ \times \text{Days Worked Each Year} = \text{Annual Cost Of Activity}$$

Continued on reverse



Return on Investment from TylerForms Processing

Additional Risks, costs, and Inefficiencies

But that's not the end of the story. Many other factors add to your annual cost of activity. Consider the additional risks, costs, and impact:

- For overnight courier, faxing, postage, and consumable costs including preprinted forms, envelopes and printing supplies. Maintenance costs for each?
- If forms are backlogged due to print jams, bursting, or lack of paper supplies and forms.
- If forms are misplaced or sent to the wrong recipient.
- If checks, purchase orders, and bills are printed incorrectly or are late.
- If the line printer goes down while running payroll.

Real Results = Real Return on Investment

It's clear, you need a software system that lowers your cost of annual activity and provides you with a high Return on Investment (ROI). Now, compare your annual cost of activity to the amount you could save by using TylerForms Processing.

At Tyler Technologies, our software and service solutions bring maximum ROI to local government offices, and our TylerForms Processing suite of products is no exception. From increased employee efficiency to decreased printing, faxing, mailing, storing, and inventorying costs, TylerForms Processing provides real, tangible and intangible benefits.

We encourage you to visit the Document Management section of our web site (www.tylertech.com) to find a link to our easy-to-use ROI Calculators to determine future financial returns from the use of our TylerForms Processing solution.

- Document current processes and estimate technology process improvements down to the task/time level.
- Calculate the total cost of business for your current business process.
- Establish the time involved and calculate the costs associated with the existing paperwork process.
- Estimate total TylerForms Processing system pricing.
- Crunch numbers and document the savings.

Save Money, Reduce Fraud, Automate Forms

Forms processes are often hindered by archaic, inefficient, and time-consuming paper-related tasks. The costs for providing purchase orders, PR checks, direct deposit advices, and W-2s increase with each physical interaction with the form, as does the chance for fraud. Each document must be printed; faxed or mailed to appropriate parties; and photocopied, distributed, and filed by each department and/or individual involved with the process.

For example, for an office with 500 or more employees it would take, on average, 6-10 personnel hours just to physically distribute and deliver direct deposit advices to each employee on a biweekly schedule. Multiply this by 26 times per year, and consider the additional costs associated with unanticipated delays, human error, lost personnel time, and printing costs. It doesn't take long for costs to add up.

TylerForms Processing makes it easy to see maximum ROI by automating and improving manual forms processes so you save money, reduce fraud, and gain valuable employee time. By reducing human interaction with sensitive direct deposit documents to nearly zero, TylerForms Processing could provide an average cost savings of over \$4,000 in just one year, based on 500 biweekly direct deposit advice deliveries. The advices are generated and e-mailed to each individual employee and each step of the process is handled electronically, with no inefficient manual touch points.

Take the Next Step toward Streamlined Processes

TylerForms Processing is a solution you can believe in—a solution designed specifically to streamline, automate, and improve the forms process for local government offices. By implementing our system, you gain maximum ROI, as well as intangible benefits such as increased employee morale, improved forms security, and reduced effort on daily routines.

Simplify your forms processes with a dependable document delivery system—contact your Tyler Sales Representative today about TylerForms Processing.

White Paper

TylerForms: Output Management Solution

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Your time is a precious commodity. You need to evaluate complex options, determine their benefits, and manage multi-faceted transactions-several times a day. Your information needs to be quickly accessible, and concise.

TylerForms: A Short Description

If your organization is busy, cost-conscious and looking firmly toward the future, it's time to advance your processes beyond traditional, cumbersome print options to an automated, on-demand environment. TylerForms provides that environment.

With flexible form delivery integrated across your organization, you can enjoy various output destinations through print, fax, e-mail and archive. Manual paper processes are transformed into faster and more efficient handling-thus enhancing how your staff manages, generates, stores and delivers all your forms output. Actual paper handling is significantly reduced, thereby lowering overhead. Tyler's form services will assist you each step of the way. Once up and running, your organization's Return on Investment (ROI) can be evident in as little as 3-6 months. That's because TylerForms is the most effective form processing and distribution solution available.

TylerForms Processing Solution

- Automated Multi Destination Output
- Recipients get their documents delivered how and where they want
- E-deliver documents like Direct Deposit Advice, PO's, or Invoices
- Archive electronic copies of your forms to a Document Management System in PDF or TIFF formats
- Split or group batches of forms

Continued on reverse



TylerForms: Outright Management Solution

Paper Problems

It's a fact: Paper forms have become a burden and a bottleneck. Productivity slows significantly as a person can only handle one paper form at a time. Even copying a single sheet of paper erodes efficiency and increases both soft and hard costs.

You'll be surprised at how many of these questions your staff can answer with a resounding "yes".

- Do you have problems printing or delivering your checks, purchase orders and bills correctly, or on time?
- Are your forms backlogged due to print jams, bursting or paper separation issues?
- Are your printing and mailing costs out of control?
- Are you often monitoring your paper supplies so you don't run out?
- Do you worry about the security risks of relying on paper forms?
- Are you still relying on form distribution through sneaker and snail mail?
- Do forms occasionally get misplaced or sent to the wrong recipient-or are just plain lost?
- Is your IT staff impacted by print problem resolution?
- Do you struggle to manage manual forms process?
- Are you using best practices for form production?

How can your organization gain efficiency and cost savings with your current form processing?

By automating form-intensive business processes with TylerForms.

In fact, TylerForms automation is the first step to paperless workflow. You'll join hundreds of Tyler clients already enjoying the benefits of streamlining their once-manual, time-consuming form processes. With TylerForms, you'll gain a simple and complete solution for creating or converting your paper forms to electronic format. What's more, a seamless integration with Tyler Content Manager (TCM) for Munis* provides an end-to-end, complete paperless solution. This includes direct-print-to-archive processing using TCM for archiving and retrieval, directly from your Munis applications.

**available separately*

How TylerForms works For Your ROI

If you're interested in increasing your office's ROI, TylerForms is the first step in the process. You'll save money and reduce fraud, while purchase orders, checks, P/R forms, federal tax forms and other documents are expertly handled through TylerForms. E-mail direct deposit advices to your employees in secure PDF format, and send purchase orders to your vendors automatically. But don't just take our word for it. According to a current TylerForms user, "TylerForms delivered so much value we never would replace it...it saves our office a significant amount of money." We're confident you'll see a significant ROI directly attributed to automatic forms delivery.

Reduce labor costs

A typical traditional forms process involves manually printing and folding documents, inserting into envelopes, applying postage, delivering to the appropriate location and mailing. TylerForms eliminates this time-consuming manual work, allowing staff to do more valuable and cost-effective work. End-users gain efficiency and accuracy with automated form printing and print routing, without changing their current work environment. With TylerForms, you shift employee focus from paperwork to operational efficiency.

Reduce Consumable Supply Costs and Environmental Impact

The decreased usage of consumables such as toner, paper and envelopes significantly reduces your cost. Now you can retire all your line printer and dot matrix printers, and the maintenance costs associated with them.

Reduce Forms Delivery costs

It's a fact: electronic delivery saves time and money over old-fashioned sneaker mail and courier services. What's more, with a sufficient information technology infrastructure, there are no other organizational costs. Electronic handling of the forms' outbound traffic eliminates manual delivery costs immediately, and dependable document delivery simplifies printing. TylerForms ensures you put the right forms in the right hands, at the right time.

TylerForms: Output Management Solution

Reduce Delivery Errors

Using TylerForms automated document delivery also significantly reduces the number of potential human errors, and saves time by eliminating the employee paper shuffle. Say goodbye to paper-based transaction errors and the associated difficult, time-consuming corrections. TylerForms are reliable, arriving on time, every time across your organization. In partnership with TCM, sent documents are archived on the spot-ensuring any errors can be quickly identified and corrected.

Reduce Non-Delivery Situations

It's a common complaint-paper-based communication often fails to arrive at the correct destination. TylerForms' automated document delivery significantly reduces these non-delivery errors. In addition, TylerForms enables your office to deliver forms by fax, print, and e-mail-allowing departments to share equipment.

Reduce Preprinted Form Inventories

As if the time and cost savings already listed aren't enough, imagine your printing, storing, and outdated preprinted form inventory costs substantially reduced. With TylerForms you can change banks without absorbing unwanted check stock because you print to blank stock-eliminating not only pre-print costs, but also any lingering security issues.

Tyler Form Payoff-ROI Benefits:

The benefits of using TylerForms are clear. From soft to hard costs, your Return on Investment will be easily measurable through the following metrics:

- .. Measure the costs saved by eliminating paper
 - Document the time savings and improved efficiency producing employee payroll
 - Calculate the time and effort saved by replacing the current printing process
 - Measure the manual form distribution time against the speedier electronic exchange of forms
 - Determine the number of people involved, and calculate how many dollars are saved
 - List the benefits of having greater control over processes
 - Summarize saved postage, handling, faxing and overnight courier costs
- Calculate savings in labor, for distribution to outlying departments
 - Document the total savings in administration costs, including the costs of errors

10 Reasons to Implement to TylerForms

1. Leverage your IT infrastructure and existing investment by delivering forms to virtually any network destination.
2. Increase the speed of form delivery.
3. Cut paper cost, including expensive pre-printed forms.
4. Eliminate wasted time aligning forms with printers, tearing off track feeds, bursting, folding, or stuffing
5. There's no more filing using the TylerForms partner, TCM.
6. Capture complete replication of your current multi-part preprinted forms process if required.
7. Deliver electronically, thereby decreasing your use of paper.
8. Securely protect all printing.
9. Enjoy seamless integration with Munis applications.
10. Save time and money.

TylerForms: Payroll Management Solution

Payroll Savings: Real Life Example

Do you regularly print and distribute direct deposits to multiple locations? If so, the TylerForms e-mailing feature will create tremendous savings in the areas of processing, distribution and mailing costs. For instance, the cost to provide P/R direct deposit advice forms increases every time someone touches each form. TylerForms greatly reduces human interaction with these P/R documents. For an organization with 500 or more employees with bi-weekly pay periods can take your personnel 6-10 personnel hours to distribute and deliver the direct deposit advice to all employees. Assuming an average national wage for payroll processing personnel, the switch to TylerForms processing can gain this example organization an average cost savings of over \$11,000 in the first year alone!

How can you determine your cost savings? Measure the time it takes to distribute your forms, including ancillary costs that may include the risks of delays. Multiply it by your employees' wages, and you'll see how much TylerForms will save you in time AND money. What's more, TylerForms also improves the overall security and efficiency of your direct deposit printing process. It's a sure-fire win: simplify your payroll printing, gain dependable document delivery, and enhance security: all with TylerForms.

Purchasing Savings: Real life Example

We've all experienced it: the purchasing process hindered by archaic and inefficient methods, with time-consuming paper related tasks. For example:

- Purchase orders are copied, distributed and filed by various employees.
- Several departments, including accounting, the requisitioning department, receiving department and all vendors are involved in handling your paper forms.
- Each purchase order must be printed, retrieved from the printer, faxed or mailed, photocopied (perhaps several times) and filed.

This process is often duplicated 5,000 times per year or more. Imagine the wasted time and money. Now imagine a process that won't disrupt your established procedures-it simply automates and improves each step in the manual process. That process is TylerForms. With TylerForms, the purchasing department creates a purchase order, which sends an automated e-mail or fax to the supplier. A copy of the PO can be automatically e-mailed to the warehouse or requisitioner, to facilitate correct delivery. An automated e-mail is also sent to the accounting department for its records. Each step is handled electronically, with no manual touch points. Measure the time and effort involved in your manual paper processes, and compare. Again, TylerForms presents a win-win situation, saving time and money for your organization.

Basic Fundamentals and Prerequisites

Many of Tyler's Munis clients must produce a high volume of different paper forms. The basic first step to managing these forms is to consider how to automate each form process, one at a time.

Checks, purchase orders, invoices and the W-2 forms system all have unique process improvement opportunities. Once you've determined how you want to deliver forms-print, fax, e-mail or archive-TylerForms makes it possible to automate each form uniquely without modification to Munis. The solution supports a flexible printing model including duplex printing, and print on demand. TylerForms allows for printing to multiple devices simultaneously, and multiple electronic delivery options. Business forms can be printed on laser printers in high-volume, archived, e-mailed, and/or faxed as part of a sophisticated output management solution.

With all these routing options, your output delivery is further enhanced and customized to meet your needs. The only prerequisite-each "decision maker" must study the current form process within the organization and determine what options will optimize the information delivery for each form. TylerForms is the perfect solution: your office can gain measured efficiencies with no adverse affect on your users, and realize incredible ROI for your organization.

TylerForms: Output Management Solution

Get Ready, Get Set ... GO

As with all processes, a certain amount of planning, discipline and change management is required to complete a TylerForms implementation.

The best approach is to pick a specific form and study the process in great detail. Each form application is unique. Determine the most efficient business process for your organization by involving the key decision makers.

Ideally, a department head or supervisor can effectively head up this project, clarifying the new business process rules that support the way your organization will want to work. Be prepared to uncover needs as the process evolves, transfer knowledge and teach others to use the tools.

TylerForms technical implementation requires software installation on a server. The technical implementation requires an IT administrator who understands your technical environment, including printers, security, your Munis applications, and more.

TylerForms professionals will discuss the form revisions with the selected supervisor. Through this process, they will gather your business requirements expectations for each form module, and appropriately configure TylerForms to match your form process request. TylerForms professionals design and tailor your forms to meet your needs. After building the process to convert from paper to paperless, the entire process will be tested to ensure proper functioning.

As you go through the implementation process, be sure to harness the value of your new paperless process as it reduces existing costs and helps you avoid future costs. Your ROI will speak for itself.

After You're Up and Running

Once TylerForms is installed and you're up and running, be sure to study your current business processes. Evaluate the effects on your hard and soft costs. Consider going digital whenever possible. Distributing documents via e-mail or fax can result in significant time and costs savings, as opposed to residual printing, distributing, mailing and filing paper copies. Establish clear policies of when to fax, e-mail or mail.

Remember: all key form processes are managed directly by TylerForms. Your specific business rules determine the form process for forms delivery.

Continue to examine your form processes for new opportunities to improve and increase your ROI. If you haven't already implemented it, consider partnering your TylerForms process with TCM.

Now, enjoy the savings.



Investment Summary
For
Town of Trumbull, Connecticut
Financial Interface System Proposal

Prepared by Jeff Johnson March 30, 2012

<i>Application License Fees</i>	\$3,000
<i>Training Fees</i>	\$850
<i>Installation Services</i>	<i>Included</i>
<i>Project Management</i>	\$850
<i>Conversion (Estimated- To Be Determined)</i>	\$0

Total Proposal

\$4,700

Annual Support

G

QDS costs do not include Hardware, Microsoft Operating System and Database Software.



Investment Detail
For
Town of Trumbull, Connecticut
Financial Interface System Proposal

Prepared by Jeff Johnson March 30, 2012

<i>Application</i>	<i>License Fee</i>	<i>Timing Days</i>	<i>Investment Fee</i>	<i>Support Fee*</i>
Financial Interface System	\$5,000	1.0	\$850	\$750
<i>Application Software Sub-Total.....></i>	<i>\$5,000</i>	<i>1.0</i>	<i>\$850</i>	<i>\$750</i>
<i>Special Customer Discount --></i>	<i>-\$2,000</i>			
<i>Application Software Fees.....></i>	<i>\$3,000</i>	<i>1.0</i>	<i>\$850</i>	<i>\$750</i>
			<small>*Free until 10/31/12</small>	
 <i>Installation</i>				
Financial Interface System	N/A	0	<i>Included</i>	<i>N/A</i>
<i>Total Installation Charges.....></i>		<i>0</i>	<i>Included</i>	
 <i>Project Management</i>				
Financial Interface System	N/A	1	\$850	<i>N/A</i>
<i>Total Project Management Charges.....></i>		<i>1</i>	<i>\$850</i>	
 <i>Conversion (Estimated)</i>				
Financial Interface System - None	N/A	0	\$0	<i>N/A</i>
		<i>0</i>	<i>\$0</i>	
<i>Proposal Totals -----></i>	<i>\$3,000</i>	<i>2</i>	<i>\$1,700</i>	<i>\$750</i>



Partners for a Healthy Connecticut

The **CT Partnership Plan** opens the State of Connecticut Employee Health Benefits Plan to non-state government employers including municipalities and boards of education.

Introducing the CT Partnership Plan

Through the economies of scale and risk pooling, large employers often get better administration fees, lower premium rates and more innovative plan designs. Now, you have the chance to get these same advantages by joining forces with the largest employer in the state - the State of Connecticut.

At a Glance

- Medical
 - Same point-of-service (POS) plan offered to state employees
 - In- and out-of-network coverage
 - Health Enhancement Program (HEP) wellness requirements phased in over 12 months
 - 100% coverage for preventive care in network
 - No referrals necessary
 - Extensive local and national network through UnitedHealthcare
 - Option for retirees to move to state plan
 - Dental options
 - Multiple dental plan options
 - 100% coverage for preventive care
 - Low deductibles
 - Orthodontia coverage option!!
 - Vision option
 - Buy-up for vision hardware (routine eye exams included in medical coverage)
 - Pharmacy
 - Low prescription co-pays
 - Maintenance medication program
 - National pharmacy network
 - 90-day supply available locally
- In-network deductible waived for enrollees in Health Enhancement program. Out-of-network deductible applies.

For more information or to obtain rates, contact our Healthcare Analysis Unit at 860-702-3560 or email us at PartnershipPlan@po.state.ct.us.

www.osc.ct.gov

Reasons to consider the CT Partnership Plan

- Comprehensive coverage
- Extensive national provider network
- Lower cost and risk
- Stable premium rates
- Ease of administration





Cost and Funding

Over 50 non-state groups we initially evaluated had lower rates with the CT Partnership Plan than with their current coverage. And, 30% of those with lower rates had reductions greater than 5%.

When you join the CT Partnership Plan you'll get more value for your health plan dollars. In many cases, the CT Partnership Plan benefits are better than what is currently offered to non-state government employees. Plus, your financial risk is lower.

Initial Group Rate

Your initial premium rate is determined as follows:

	Projected claims
	Current risk charge
	Current administration costs
+/-	Adjustment for state benefits
+	State administration costs
+	Premium rate
=	Your initial rate

Initial premiums will be calculated by Milliman, an independent consulting firm.

We will provide a checklist for standard documents required to provide an accurate quote. Documents will include a detailed census, plan summary and claims experience.

Dental and vision rates are the same for all groups who join the CT Partnership Plan.

Rate Stability

One of the best features of the CT Partnership Plan is the rate stability it provides. Annual medical plan increases are tied to the state employee pool and your exposure is capped. Your renewal rate will be:

State employee plan % change, plus or minus 3%
(based on your group's claim experience)

For example, let's say the renewal increase for state employees is 5%. Based on your group's claim experience, your renewal increase should be 10%. Because you participate in the CT Partnership Plan, your increase is only 8% (the 5% state employee plan increase + 3% = 8%).

The risk of one catastrophic medical claim sending your rates soaring is greatly reduced under the CT Partnership Plan. And, if your claim experience is really good, your renewal can come in lower than the state employee plan's increase.

More About the Reserve

With the rate stability offered under the CT Partnership Plan, there is no longer a need to carry a stop-loss policy. A portion of your CT Partnership Plan rate is a 3.5% rate stabilization fee that goes into a reserve. This reserve is used to cover the costs of the rate stabilization feature. CT Partnership Plan participants are protected from rate increases higher than 3% over the increase to the state employee plan. The reserve will be used to offset the cost of capping renewal increases for participating groups.

Who's Eligible

Non-state government entities such as municipalities and boards of education are eligible to join the CT Partnership Plan. It does not matter whether your plan is currently fully insured or self-funded. The plan is available for active and retiree populations.

When you join, the plan must be a total replacement of your current option(s). You cannot offer the CT Partnership Plan alongside other plan options for the same employee group. In addition, your entire benefits-eligible group must join. (An individual can still waive coverage if your plan allows.)

The definitions for eligible employees and dependents are set by your entity's plan rules.

More About the Medical Plan

In addition to potentially paying less for medical coverage under the CT Partnership Plan, you'll likely get better benefits. The state employee plan has very good benefits with low out-of-pocket expenses for participants. See the enclosed summary of medical benefits for details.

The medical plan is administered by UnitedHealthcare. The CT Partnership Plan has only one medical plan design. This one plan provides maximum flexibility for participants with:

- A robust local and national provider network
- A large network of convenient labs
- In- and out-of-network care
- No referrals required.

Prescription Drug Coverage

The plan has a three-tier co-pay structure and is administered by CVS Caremark. Participating pharmacies include many major chains and independent pharmacies. See the description of prescription drug benefits on the enclosed summary of medical benefits for co-pays.

Caremark determines which tier a drug is placed in. There is a mandatory generic component to the plan. If the participant's doctor believes a brand-name drug is medically necessary, they can submit a Coverage Exception Request form. If approved, the participant will pay the preferred brand co-pay amount.

Ninety-day refills are mandatory for maintenance medications. However, participants do not have to use mail order. The initial 30-day supply can be filled at any participating pharmacy. After that, a participant can fill their medication at a pharmacy that participates in the state's Maintenance Drug Network, or use Caremark's mail order service. A link to the complete list of pharmacies in the Network can be found on the Office of the State Comptroller's website at www.osc.ct.gov.

Health Enhancement Program

The plan includes the voluntary Health Enhancement Program. This program provides incentives to encourage employees and enrolled family members to take charge of their health by following preventive health guidelines defined by the Program.

Those who enroll in the Health Enhancement Program and follow the requirements will pay no deductible for in-network medical care for the plan year. (All CT Partnership Plan participants will have the in-network deductible waived in their first year of enrollment, regardless of Health Enhancement Program enrollment.) Program requirements primarily include age-appropriate wellness exams and screenings.

Program participants with certain chronic conditions (such as diabetes or hypertension) may be required to participate in a disease education program. They will receive free office visits and reduced pharmacy co-pays for treatments related to their condition.

The Health Enhancement Program will be phased in over the first 12 months, giving participants a year to get physical exams and required screenings. After the first year, individuals who do not meet the requirements will be subject to an annual deductible for network medical care and \$100 per month higher premiums than those enrolled in the Health Enhancement Program.



Two-Year Minimum Commitment Required

Participation in the CT Partnership Plan is a multi-year commitment. Your group must remain enrolled for a minimum of 2 years. If you decide to leave after 2 years and you have had negative claim experience while in the plan, you will be subject to an exit penalty:

- After 2 years: 5% of the previous year's premiums
- After 3 years: 10% of the previous year's premiums
- After 4 years: 20% of the previous year's premiums
- After 5 years: No penalty

How to Enroll

To obtain more information about how this program may specifically benefit your municipality and your employees, contact our Healthcare Analysis Unit at 860-702-3560 or email us at PartnershipPlan@lpo.state.ct.us.

Once you decide to enroll, UnitedHealthcare will facilitate your enrollment and implement the plan as early as July 1, 2012.



Thank you for considering the CT Partnership Plan!

Health care is a significant financial investment for employers - especially for our state's municipalities which are continually balancing strained budgets and fiscal challenges.

The CT Partnership Plan is an unprecedented opportunity for Connecticut towns and cities to partner with and leverage the savings potential of the largest employer in the state.

By joining the CT Partnership Plan, your municipality will see greater rate stability and lower administration fees along with a benefits structure that includes a national (POS) network and comprehensive medical, dental and pharmaceutical coverage.

As State Comptroller, I am committed to identifying additional opportunities for the state to work with you in order to deliver more services efficiently and cost effectively.

Please take the time to contact my office and find out what you can save through this initiative.

Sincerely,

Kevin Lembo
State Comptroller

State of Connecticut
CT Partnership Plan



Medical Benefit Summary

Administered by UnitedHealthcare

IN NETWORK **CT Partnership Plan w/Health Enhancement Program**

Deductible	Not applicable
Coinsurance	Not applicable
Max Out-of-Pocket Limit	Not applicable
Medical Office Visit	\$15 Co-pay
Specialist Office Visit	\$15 Co-pay
Vision Exams (one per calendar year)	\$15 Co-pay
Inpatient Hospital	\$0 Co-pay
outpatient Surgical	\$0 Co-pay
Emergency Room	\$35 Co-pay (waived if admitted)
Urgent Care	\$15 Co-pay
Walk In	\$15 Co-pay
Lab/ X-Ray	\$0 Co-pay
High Cost Radiological & Diagnostic Tests	
MRI, MRA, CAT, CTA, PET and SPECT scans (Prior authorization required)	\$0 Co-pay

PREVENTIVE SERVICES

Primary Care (Adult and Child Wellness Exams)	\$0 Co-pay
Gynecologist Wellness	\$0 Co-pay
Mammogram	\$0 Co-pay
Lifetime Maximum	Unlimited

DESCRIPTION COVERAGE	Maintenance Drugs	Non-Maintenance Drugs	HEP Chronic Condition Drugs
Generic	\$5.00	\$5.00	\$0.00
Preferred/Listed Brand Name	\$10.00	\$20.00	\$5.00
Non-Preferred/Non-Listed Brand Name	\$25.00	\$35.00	\$12.50
Annual Maximum		Unlimited	

OUT OF NETWORK

Annual Deductible	\$300 individual/\$900 family
Coinsurance	20% of allowable UCR charges
Max Out-of-Pocket Limit	\$2,300 individual/\$4,900 family
Lifetime Maximum	Unlimited

• Waived for enrollees in Health Enhancement Program. Non-HEP Enrollees are subject to \$350 Individual/\$1,400 Family in-network deductible.

Visit www.OXHP.com/stateofct to search the list of network providers.

State of Connecticut
CT Partnership Plan



Dental Benefit Summary

Administered by UnitedHealthcare

	Unhrnitud Md:-<irum Pldn	\$1,000 Annuall'1d'<irL rn Pldn	\$750 Ar- nual Maximum Plan
	IN/OUT NETWORK	IN/OUT NETWORK	IN/OUT NETWORK
Annual Deductible	\$0	\$25 Individual/\$75 Family	\$0
Annual Maximum	None	\$1,000	\$750
Lifetime Orthodontia Max	N/A	\$1,500	N/A
Deductible waived			
Preventive	Yes	Yes	Yes
Basic	No	No	N/A
Major	No	No	N/A
Pr EVENT V[
X-Ray	100%	100%	100%
Cleanings	100%	100%	100%
Oral Exam	100%	100%	100%
Fluoride	80%	80%	100%
IJASIC			
Fillings	80%	80%	0%
Endodontics	80%	80%	0%
Periodontics	50%	50%	0%
Simple Extractions	80%	80%	100%
1'1AJOR			
Crown	67%	50%	0%
Inlays	67%	50%	0%
Onlays	67%	50%	0%
Dentures (Repair Only)	80%	80%	0%
Bridges (Repair Only)	80%	80%	0%
Space Maintainers	67%	50%	100%
Oral Surgery	67%	50%	0%
OPHTHODONTIA			
Braces (Adult and Child)	N/A	50%	N/A

State of Connecticut

P.A. 11-58

Partnership Plan

February 21, 2012

Rules of Operations

A. Background

The State employee/retiree medical and pharmacy risk pool is large and experience is predictable. It presently has about \$1.3 billion of claims per year and covers over 200,000 persons. The State is able to achieve competitive administrative fees from its third party administrators (TPAs) and competitive pricing for its pharmacy benefits (i.e. discounts, dispensing fees, rebates). By allowing municipalities to join with the State in this risk pool, municipalities may achieve both lower costs for their benefits as well as longer term price stability.

The program must be established such that the State employee/retiree program's experience and rate levels are not significantly affected by the inclusion of municipalities in the risk pool. This will be achieved by:

1. Setting rates for each municipality based on its expected claims experience, providing medical and pharmacy coverage under a "guaranteed cost" basis, under which the municipality pays only the prescribed rates during the year and has no liability for the variation of their actual experience from what was assumed in the rate-setting during the policy year. (This approach applies to groups that are presently fully insured and those that are presently self-insured.)
2. Incorporating a "fluctuating reserve fee" (i.e. a risk charge) of, initially, 3.5% of expected claims to cover variances between actual and expected claims.
3. Requiring all the employees of a municipality or Board of Education (Note this makes language consistent with Public Act 11-58) to participate or else participation in the program will need to be approved by the Comptroller, SEBAC and OPM and the rates will be subject to a surcharge to cover uncertainties in the underlying experience of the portions of the group that will enroll.
4. Renewal rates for each group will be set based on their emerging experience, within minimum and maximum rate changes that may be promulgated.

B. Risk Management

The use of the "fluctuating reserve fee" in setting the rates charged to participating municipalities creates a buffer that protects the State employee/retiree risk pool from variances in experience of participating municipalities. The hierarchy of funds that are

available to cover the claims of participating municipalities is: expected claim charge included in rates charged to the municipality, "fluctuating reserve fee" for the year that is added to the expected claims, accumulation of gains from the municipal pool from prior years (this will be \$0 in the first year), and then the State employee/retiree risk pool. Assuming that the rates are properly set for each participating municipality, the "fluctuating reserve fee" should accumulate over time to create a "surplus account" for the municipal pool to cover year to year fluctuations in experience. The combination of the "fluctuating reserve fee" and the renewal rate guarantees work together to ensure that the municipal pool, in total, is sufficient to fund its obligations without transferring risk to the State employee/retiree program.

PA 11-58 requires that the State employee pool cannot take on substantial risk related to the Partnership Plan. To keep the risk at a modest level, the rates for municipal groups participating in the Partnership Plan will include an explicit risk charge (i.e. "fluctuating reserve fee") of 3.5% of the expected claim costs for the group. This percentage may increase or decrease over time based on the experience of the program and any surplus that may accumulate from the program. Should surplus start to accumulate, amounts in excess of what is determined appropriate will be distributed to participating municipalities in the form of reduced "fluctuating reserve fees". Changes in the "fluctuating reserve fee", either upwards or downwards, need to be approved by the Comptroller, SEBAC and OPM. Decreases may only be considered once the program reaches its target surplus established by the HCCCC. Increases may be considered if the program's experience consistently runs worse than expected such that deficits are likely to arise.

The primary risks of the program are the same as the risks that any risk pool undertakes:

- Pricing risk – the risk that the rates set for a group are not representative of the group's true underlying experience
- Severity risk- the risk that several very large amount claims arise in a group during the year, more than would typically be expected (and reflected in the rating) for a comparable group
- Incidence risk – the risk that the general use of medical services exceeds what is typically expected. For example, a very bad flu season could generate many more physician visits, prescriptions, ER visits, etc. than would typically be expected
- Selection risk – the risk that less than 100% of the current risk pool for the municipality participates in the Partnership Plan, with the least healthy lives from the groups entering the Plan. (Note: the pricing is intended to reflect the health status of the participating members, but if the group does not have experience for the segment participating, there could be an additional pricing risk due to the selection factor.)

The pricing methodology discussed above addresses these risks as follows:

- Pricing risk – rates are set based on each municipality's actual historical experience, along with reference to current and historical rate levels.
- Severity risk – the "fluctuating reserve fee" provides some protection against large amount claims. Also, the pooling of the experience of the participating municipalities

allows a balancing between groups with more than expected large amount claims against those with fewer than expected

- Incidence risk – the "fluctuating reserve fee" provides protection from such variances
- Selection risk – the surcharge added to the rates when less than a full group participates provides some protection.

C. Surplus in the Municipal Pool

The fact that the rates being charged to the participating municipalities will include a "fluctuating reserve fee" implies that, on average and over time, there should be more than sufficient funds collected from the municipalities to cover the claims and expenses of their benefits programs. At the outset of the program, this surplus is zero, since no funds have been set aside for such a purpose. Assuming that the groups are priced appropriately, such that the rates cover their claims, then the surplus will begin to accumulate. It is appropriate to develop a policy to determine the appropriate amount of surplus that will be allowed to accumulate, when and how to manage the level of that surplus, and to determine when and how certain amounts of that surplus may be returned to the municipalities participating in the Partnership Program.

- A. "Fluctuating Reserve Fee"- presently, illustrations of rate levels have assumed that a fee of 3.5% of the expected claims will be added to the rates for participating municipalities. This is the "fluctuating reserve fee". This amount can be increased or decreased from year to year based on the performance of the program and in accordance with the provisions of Part B of these rules of operation. The higher the fee, the less attractive the rates in the Partnership Plan will be; the lower the fee, the greater the likelihood that the municipal pool may have a loss during the year. Hence, it is essential to monitor and manage this fee at a level that balances the stand-alone solvency of the municipal pool with the competitiveness of the program.
- B. Surplus in the Municipal Pool – Rules must be established to set the target surplus level in the pool. The level should be commensurate with the size of the pool, the stability of the members from year to year, and the State's tolerance for the likelihood and amount of any charge to the State employee/retiree risk pool. Other municipal risk pools have established target surplus levels; these are typically tied to a percent of a year's premiums or claims or a Risk-Based Capital (RBC) threshold. RBC is the measure used by the insurance industry to monitor the solvency position of insurance companies. We have seen target surplus amounts ranging from as low as 5-7% of premium to over 20% of premium. Presently, 15% of premium is the target surplus amount.
- C. "Ownership" of Surplus by participating municipalities – Surplus is accumulated by the groups that are in the program each year. There are two primary ways to manage the level of the surplus; they affect participating groups in different ways. One approach is to increase or decrease the "fluctuating reserve fee". This approach puts the increase or decrease on the groups that are participating in the next year, which is not necessarily the groups that gave risk to the favorable or unfavorable experience. Unless a provision is made to require a retrospective additional premium contribution from groups (which is not recommended), this may be the only way to replenish a deficiency due to poor experience. The other approach for decreasing the surplus if it exceeds its target value is to issue a "dividend" to participating municipalities. Which groups are entitled to how

much must be established now before any real dollars arise. Possible approaches are to use membership, premium, and/or length of time in the program.

D. Deficit in the Municipal Pool

Consideration should be given to repaying the State pool with any gains that arise under the municipal pool starting in the year following the original charge against the State pool. Assuming that the municipal pool is properly priced, there should be a gain in the year following a loss. This puts the repayment of the State pool as the top priority of the municipal pool. It does defer the replenishment of the surplus in the municipal pool, which increases the risk that additional charges against the State employee/retiree pool may arise, but it also minimizes the total amount of the charge against the State employee/retiree pool. The two main elements of such a policy are the priority of repaying any charges against the State pool and any charges (e.g. interest and/or risk charge) that must be made in addition to the amount that the municipal pool utilized.

Notwithstanding any other provisions of these rules, if, in any year, there is an actual or projected deficit in the reserve fund for non-state public employers, as a group, equal to one quarter of one percent or more of the total claim amount for State employees and retirees, the Comptroller shall, in establishing the upcoming annual rate for each of these employers, add surcharges on such rates in an amount necessary to eliminate the deficit during the year to which these rates apply. The surcharge amounts shall be in addition to the rate or premium established in accordance with the rate setting methodology established for these employers.

E. Glossary of Terms

Entire Group: the collection of employees, and possibly retirees, that comprise the risk pool used for current rate-setting.

Segments of a group: a portion of an entire group, representing some of the persons whose experience is combined at the entire group level for purposes of current rate-setting.

HEP: Health Enhancement Plan, an arrangement that exists in the State of Connecticut Employee plan under which participants must comply with scheduled preventive screening and participants with certain medical conditions must comply with physician orders with respect to management of those conditions.

"Fluctuating Reserves Fee": a term defined in P.A. 11-58 that represents a "margin" or "risk charge" that is added to the expected cost of benefits for a group participating in the Partnership Plan to reduce the risk of loss to the State Employee health plan's experience.

F. Plan Design(s)

The State of Connecticut POS Plan, including HEP, is the standard plan design to be made available to participating municipal groups. Groups may choose to implement the

Partnership Plan with the option to be In HEP or to not be in HEP. The charges for employee classes of coverage that opt out of HEP shall be set by the Comptroller.

For groups that do not wish to participate in HEP, the State "Standard" plan version of the POS plan will be made available at a rate that reflects the expected additional costs due to exclusion of HEP.

Dental benefits need to be addressed – not yet evaluated

G. Underwriting Criteria

Municipalities or Boards of Education that enroll all of their employees will be eligible to participate in the Partnership Plan.

Municipalities or Boards of Education that enroll only certain segments of their group (e.g. police and fire only) will be eligible to participate in the Partnership Plan so long as 100% of that segment participates and rates will be established to recognize the expected costs of that segment of the total group. Participation in the plan of less than all of the employees of a municipality or Board of Education will require approval by the Comptroller, SEBAC and OPM and the rates will be subject to a surcharge to cover the uncertainties in the underlying experience of the portions of the group that will enroll. Only retirees of participating groups can join the Partnership Plan.

H. Rating of Groups

A municipality or Board of Education that enrolls all of its employees will be charged a rate that covers the group's expected costs of medical and pharmacy benefits together with administrative fees that are equal to the State employee administrative fees and any other costs that will be incurred to manage the Partnership Plan, plus a "fluctuating reserve fee" that is initially set at 3.5% of the group's expected claim costs.

I. Rating Methodology

The following approach will be used to compute the rates for an eligible group:

1. Obtain current rates and recent experience (to the extent available) from the group. Also obtain census information showing number of employees covered by each plan of benefits currently offered by rating tier by plan. If any segment of the group is to be excluded from the Partnership Plan, group must provide rates and experience (if available) for the excluded group along with demographic composition of the excluded group and the entire group.
2. Using the information from #1 above, estimate the group's expected claim costs under their current benefit plans. Standard underwriting and actuarial practices will be used to develop these claim costs.
3. Using CORAL or Milliman Health Cost Guidelines, adjust the group's claim costs to be reflective of the State employee POS plan. Include adjustments for change of carrier if necessary.
4. Adjust the claim costs to reflect any excluded groups.
5. Adjust the claim costs to reflect non-acceptance of HEP, if required.

6. Increase the claim costs to incorporate the 3.5% "fluctuating reserve fee".
7. Add the administrative costs of the State employee program to produce the required rates.

J. Rate Guarantees

Annual renewals: rate change will be no more than three points higher or three points lower than the rate change for the State employee plan.

Each group will be re-rated at its fifth anniversary; the rate Increases/decreases at that time may vary from the percentages above based on the group's actual historical experience.

These rate Increase guarantees can be modified by the management of the Partnership Plan If the financial integrity of the Plan would be compromised by continuing such rate increase guarantees.

K. Exit Rules

One of the objectives of the Plan is the desire to keep groups in the Partnership Plan as long as possible. PA 11-58 requires participation for a minimum of two years. Setting the renewal rate increases to be no more than three points higher than the State employee rate change was one tactic considered to encourage groups to remain in the Plan for a long period of time. Another approach that has been raised is to create a set of exit rules that may cost groups if they leave the Plan after less than five years of continuous participation. The following presents some rules for consideration:

- If an exiting group's actual experience since inception has been worse than the rates that have been established for that group (e.g. their rate increase(s) should have been higher than the State rate Increase plus three points), the group is assessed a fee as follows:
 - o Exit after 2 years: lesser of the excess of the group's total costs over the rates they were charged since joining the Plan and 5% of the most recent year's Plan premium.
 - o Exit after 3 years: lesser of the excess of the group's total costs over the rates they were charged since joining the Plan and 3% of the most recent year's Plan premium.
 - o Exit after 4 years: lesser of the excess of the group's total costs over the rates they were charged since joining the Plan and 2% of the most recent year's Plan premium.
 - o Exit after 5 years or later: no assessment.
- Groups do not benefit from any reductions in the "fluctuating reserve fee" that may take place (due to favorable experience in the Plan) until after they have participated for five years and they are presently In the Plan.

- Groups are not eligible to participate in any distributions of "surplus" in excess of the target surplus (presently we're using 15% of annual premium as the reference point for target surplus) until after they have completed four years of continuous participation in the Plan and they are presently in the Plan.

L. Current Self-Insured Groups

Groups that are currently self-insured will have a different structure under the Partnership Plan in that they will have rates that are guaranteed for the policy period. That is, the program will look like a fully Insured program, though each group is part of the self-insurance pool. Self-insured groups will have had an obligation to pay all claims incurred during the years prior to participating in the Partnership Plan. This includes claims that were incurred during such prior year(s) but that are paid during the period when the group is participating in the Partnership Plan. Since the group will also be paying a monthly "premium" to the Partnership Plan, there will be a period during the first few months of participation when the group will experience cash flows in excess of a typical month's worth of self-insured claims and fees. The Partnership Plan can address this situation in either of two ways, depending on the group's preference.

- A.** If the group has established an IBNR reserve or comparable funds to cover the "runout" of claims from the prior year, the group can use that fund to cover the claims that are paid during the first few months of participation in the Partnership Plan but that were incurred prior to participating in the Partnership Plan. In that case, the rates for the Partnership Plan will be set to cover the claims incurred during the contract year, regardless of their payment date.
- B.** If the group has not established an IBNR reserve or comparable funds to cover the "runout" of claims from the prior year, or if the group does not wish to tap into that fund to pay such claims, the rates for the Partnership Plan can be set to cover the claims that become payable during the contract year, regardless of their incurred date. The Partnership Plan will pay the runout claims from the prior contract year, meaning that the group will not be paying more than twelve months of cost during the contract year. However, the group will be responsible for the runout claims at the end of their participation in the Partnership Plan.
- C.** Related to any "runout" claims to be paid by the Partnership Plan, the Comptroller's Office and the HCCCC may impose requirements upon the municipality as may be needed to protect the State plan from extraordinary level of claims related to the runout period. In addition, municipalities shall keep any stop-loss coverage they had in place for claims associated with prior periods.

M. Other Operating Guidance Each year, HCCCC, in consultation with Non-state Public Health Care Advisory Committee, shall review and make adjustments, as needed, in structure.

1. Each year, a report will be provided to HCCCC, SEBAC and OPM of actual or projected losses for municipalities as a group and individually; annual and cumulative since inception.

2. Office of Tile State Comptroller and Tile Health Care Cost Containment Committee retain the right to change administrators or funding arrangement for plan.
3. Non-state employers participating in plan acknowledge that the plan may change from time to time upon action by the Comptroller, the HCCCC, Sebac and OPM.



CT Partnership Plan

Frequently Asked Questions

For your convenience this document is organized into three categories: Administration; Coverage; and Rates, Premiums and Fees

Administration

Who will process any eligibility changes to our group?

UnitedHealthcare will administer the medical, dental and vision plan in conjunction with CVS Caremark. As plan administrators they will process your eligibility changes.

Will there be a plan change in the benefit plan design?

The Partnership Plan benefit design is modeled after the State Employees Health Plan. Any changes to the plan design would require approval from the Health Care Cost Containment Committee (HCCCC) made up of leaders of SEBAC and the Office of Policy and Management.

Is the Partnership Plan fully insured or self funded?

The Partnership program as a whole is self-funded, however the plan will work like a fully insured plan for any individual member. Each member's annual costs are fixed at the premium rates they were quoted upon entry. Monthly premiums are inclusive of all costs normally associated with a traditional self-insured plan like administrative fees, network access fees, rebates, and stop loss insurance. Any additional costs incurred by an individual group will be covered first by the "fluctuating reserve fund."

Who manages the Partnership Plan and will they administer COBRA?

UnitedHealthcare/Oxford is the third-party administrator (TPA) for the Partnership Plan. COBRA is administered as part of the program.

Coverage

What is the Health Enhancement Program (HEP)?

It is a program designed to promote routine health and wellness care for employees and, as a result, save money on health care in the long term by focusing health care dollars on prevention. New groups will be given a one year waiver to enroll in the HEP program.

Do we have to enroll in the Health Enhancement Program?

No, rates may be adjusted to those groups who do not wish to enroll in the Health Enhancement Program.

What is the Chronic Disease Management Program?

The Chronic Disease Management Program under HEP may require enrollees with one or more (five identified chronic conditions to participate in a disease education and counseling program for that particular condition. To assist enrollees with their disease management the program offers free office visits and reduced pharmacy co-pays for treatments related to their condition. The five chronic diseases covered by the Disease Management Program are: 1) Diabetes (Type 1 or 2), 2) asthma or COPD, 3) heart disease/heart failure, 4) hyperlipidemia (high cholesterol), or 5) hypertension (high blood pressure).

What is the Maintenance Drug Network?

The Maintenance Drug Network provides members with two options to obtain 90-day supplies of their maintenance medications:

- 1. Obtain maintenance drugs through mail order; or*
- 2. Pick up maintenance drugs in person at any local pharmacy participating in the Maintenance Drug Network.*

You can find a list of participating pharmacies on the Comptroller's Website at (www.osc.ct.gov)

Is the dental program mandatory?

The dental plan is mandatory for groups participating in the Health Enhancement Program. As a part of the HEP program participants are required to receive two dental cleanings each year. Participating in the dental program ensures coverage for the required cleanings is available.

Does our entire group have to choose the same dental plan?

No, groups may choose more than one dental plan option.

Is the vision rider mandatory?

No, the vision rider is not a mandatory requirement in the Partnership Plan. Vision exams are built into the medical benefits. The vision rider supplies additional vision hardware benefits.

What if a provider isn't in the Network?

The plan offers out-of-network benefits. Should a provider not currently be in the national network, UnitedHealthcare will contact the provider directly to try to bring them in-network on behalf of your group.

Does the plan follow all Connecticut state mandates?

Yes, the plan adheres to all Connecticut mandates.

Do the Medicare-eligible retirees have to join the plan?

It is not mandatory that retirees join the Partnership Plan.

Rates, Premiums and Fees

What is the exit penalty?

After two years participants have the option to leave the Partnership Plan. If a participant chooses to leave the Plan after two years and benefited from paying lower premiums than their claims costs should have dictated, then the participant will be charged an exit fee upon leaving. The exit fee is equal to the excess of the group's total claims costs over the rates they were charged since joining the Plan with a cap of 5% of the premiums paid by the participant in the most recent year (Example: Should you leave with \$1,000 more in claims costs than you paid in premiums you would reimburse the state \$1,000, assuming \$1,000 is less than 5% of the total premiums paid in the most recent year). The exit fee cap reduces with each additional year of participation until after 5 years there is no exit fee for leaving regardless of experience.

How does the fluctuating reserve fee work?

The fluctuating reserve fee is a charge of 3.5% of your premium designed to cover any claim costs over and above a group's standard premiums. The reserve fees fall participants are pooled into a fluctuating reserve fund. The fund works very similarly to stop loss insurance, protecting individual members from incurring additional costs when they have negative claims experience. The fee can be reviewed on an annual basis and be adjusted to cover incurred claims.

How are plan rates determined?

Rates are based on claim experience provided by the group. For those groups under 50, actual experience may not be available. These groups will be rated based on census data. For more details on rating methodologies see the plan rules on the Partnership Plan website: www.osc.ct.gov/ctpartner/index.html

How does the annual renewal process work?

Claims are reviewed the same as in the commercial market on an annual basis. Each group's rate is based on their own experience. Changes in renewal rates are limited to three percentage points higher or lower than the State Employee Plan renewal.

What has been the trend for the State Employees Health Plan over the past several years?

Over the last five years the State Employee Health Plan has performed extremely well compared to the broader insurance market, with per-enrollee rate increases averaging under 4.5% over the last five years and no increase in 2012.

Town of Trumbull Treasurer's Report

Cash Balances and Investment Income

Bank		FY2013			5 Months Year to Date	Prior FY2012		
		Month of November 2012				Interest Income	Nov'11	5 Mths YTD
		Cash Balance Amount at Mo. End	Interest Income	Average Rate / Yield			Interest Income	Prior Yr Rate/Yield
Merrill Lynch	Cash	254,961	3	0.10%	19	5	0.20%	148
	Investments	3,987,947	5,741	1.98%	36,963	6,077	2.22%	39,893
Janney Investment	Cash	33,932	3	0.01%	8	1	0.02%	7
	CD	(21) 1,128	1,128	0.44%	1,128	n/a	0.45%	n/a
	Investments	4,015,558	9,185	3.10%	48,198	11,152	3.32%	40,800
	Total	8,292,398	16,060		86,316	17,235		80,848
STIF	Money Fund	3,657,521	698	0.23%	3,072	612	0.20%	3,083
TO Bank -Tax Rec'r	Money Fund	7,579,740		0.00%			0.00%	2,412
TO Bank- Investment	Money Fund	30,659,671	7,278	0.25%	35,495	9,184	0.25%	27,503
Fairfield County Bank	Money Fund	(31) 27,255	24	0.08%	127	37	0.12%	190
Infinex NetExchange	CO's	(11) 1,546,400	482	0.37%	2,571	n/a	0.37%	1,575
	Funds in Transit/Trades not Settled	(31) 350,000			n/a	n/a		n/a
	Money Market	(41) 11,286		0.00%	1	n/a		n/a
Totals		52,124,271	24,542		127,581	27,068		115,611

Current Year 2012/2013 Budget

300,000

Prior Year- FY12 Actual

291,000

Notes:

(1) Includes YTD Accrued Interest

(2) Actual Interest Realized at Sale of CD

(3) Funds in Transit: Using funds from Fairfield County Bank purchased \$250,000 CD on 11/30/12 50 bps yield, 12 mth maturity 12/05/12 settlement;
Purchased additional \$100,000 CD on 11/30/12; 45 bps yield, 12 mth maturity 12/05/12 settlement

(4) Using funds from matured CD, purchased \$250,000 CD on 11/20/12 45 bps yield, 7 mth maturity

Submitted to BOF

John L. Ponzio
Treasurer

Storm Sandy

Maria Pires

From: John Marsilio
Sent: Friday, December 07, 2012 11:46 AM
To: Maria Pires
Subject: FW: Preliminary Cost of Sandy

Will this work?

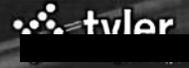
From: Usa Lobuono
Sent: Thursday, December 06, 2012 2:17PM
To: John Marsilio; Dawn Savo (dsavo@trumbull-ct.gov); Tom Baldwin; Dmitri Paris
Subject: Preliminary Cost of Sandy

Preliminary Cost of Sandy on Highway and Parks is as follows:

Straight Time Labor	\$153,086.42
Overtime	\$134,872.42
Equipment	\$207,927.00
Material/Svcs	\$ 19,603.85
Total:	\$515,489.69

Lisa

Lisa Lobuono
Comptroller-Public Works Department
Town of Trumbull
366 Church Hill Road
Trumbull, CT 06611
(203) 452-5070



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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

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P'OR 2013 13

ACCOUNTS P'OR: 01 GENERAL FUND	ORIGINAL APPROP	TRANP'RS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL GOVERNMENT							
01010000 TOWN COUNCIL							
01010000 522201 CLERICAL	12,491	0	12,491	5,204.55	.00	7,286.45	41.7%
01010000 522202 PROESSION	56,032	0	56,032	40,000.00	13,000.00	3,032.00	94.6%
01010000 5 5501 LEGAL NQII	17,000	0	17,000	8,088.72	.00	8,911.28	47.6%
TOTAL TOWN COUNCIL	85,523	0	85,523	53,293.27	13,000.00	19,229.73	77.5%
01010100 THE TRUMBULL NATURE COMMISSION							
01010100 522201 SY:S-CLRC	780	0	780	240.00	.00	540.00	30.8%
01010100 5713801 MN'NCE-SV	114	0	114	.00	.00	114.00	.0%
01010100 5 Q011 UTIL-HEAT	3,597	0	3,597	506.14	.00	3,090.86	14.1%
01010100 5 Q012 UTIL-ELECT	1,792	0	1,792	271.13	.00	1,520.87	15.1%
01010100 5 Q013 UTIL-WATER	426	0	426	65.15	.00	360.85	15.3%
01010100 5 Q014 UTJ:L- HQNE	760	0	760	496.44	.00	263.56	65.3%
TOTAL THE TRUMBULL NATURE COMMISSION	7,469	0	7,469	1,578.86	.00	5,890.14	21.1%
01010200 ETHICS COMMISSION							
01010200 522201 CI:EUICAL F	120	0	120	.00	.00	120.00	.0%
TOTAL ETHICS COMMISSION	120	0	120	.00	.00	120.00	.0%
01010400 FIRST SELECTMAN							
01010400 501101 FULL TIME	264,867	0	264,867	119,997.39	.00	144,869.61	45.3%
01010400 55f16Q1 RE DV-SEM	4,000	0	4,000	.00	.00	4,000.00	.0%
01010400 5621Q EXEEHSE AC	3,500	0	3,500	2,000.80	.00	1,499.20	57.2%
TOTAL FIRST SELECTMAN	272,367	0	272,367	121,998.19	.00	150,368.81	44.8%
01010600 PROBATE							
01010600 522203 AHCILLARX	2,832	0	2,832	2,832.00	.00	.00	100.0%

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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

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ACCOUNTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01010600	534401	OFFICE SUP	1,586	0	1,586	1,586.00	.00	.00	100.0%
01010600	545504	POSTAGE	2,718	0	2,718	2,718.00	.00	.00	100.0%
01010600	550002	PRF DV-PRF	2,039	0	2,039	2,039.00	.00	.00	100.0%
01010600	556604	PRF DV-PUB	736	0	736	736.00	.00	.00	100.0%
01010600	589901	ANNUAL REN	1,529	0	1,529	1,529.00	.00	.00	100.0%
01010600	590014	TELEPHONE	2,100	0	2,100	1,981.00	.00	119.00	94.3%
TOTAL PROBATE			13,540	0	13,540	13,421.00	.00	119.00	99.1%
01010800 ELECTIONS									
01010800	501101	FULL TIME/	47,390	0	47,390	30,378.08	.00	17,011.92	64.1%
01010800	501102	SAL-PT/PER	18,596	0	18,596	3,984.77	.00	14,611.23	21.4%
01010800	501105	OVERTIME	1,500	0	1,500	1,983.05	.00	-483.05	132.2%*
01010800	522202	PROFESSION	4,850	0	4,850	1,450.01	.00	3,399.99	29.9%
01010800	522203	ANCILLARY	33,615	0	33,615	29,323.00	.00	4,292.00	87.2%
01010800	522205	PROG&AMEXP	16,904	0	16,904	10,955.02	.00	5,948.98	64.8%
01010800	534402	PROGRAM SU	9,980	0	9,980	7,864.68	130.00	1,985.32	80.1%
01010800	545501	LEGAL NOTI	325	0	325	56.60	.00	268.40	17.4%
01010800	545504	POSTAGE	3,910	0	3,910	5,300.00	.00	-1,390.00	135.5%*
01010800	556601	PRF DV-SEM	780	0	780	345.00	.00	435.00	44.2%
01010800	556602	PRF DV-PRF	150	0	150	110.00	.00	40.00	73.3%
01010800	556605	PRF DV-TRP	500	0	500	91.58	.00	408.42	18.3%
01010800	581888	CAPITAL OU	500	0	500	428.03	428.03	-356.06	171.2%*
01010800	590014	TELEPHONE	2,500	0	2,500	2,221.64	.00	278.36	88.9%
TOTAL ELECTIONS			141,500	0	141,500	94,491.46	558.03	46,450.51	67.2%
01011000 FINANCE DEPARTMENT									
01011000	501101	FULL TIME/	471,972	0	471,972	183,979.33	.00	287,992.67	39.0%
01011000	501102	PART TIME/	50,700	0	50,700	21,843.75	.00	28,856.25	43.1%
01011000	501105	OVERTIME	500	0	500	981.14	.00	-481.14	196.2%*
01011000	501106	LONGEVITY	625	0	625	425.00	.00	200.00	68.0%
01011000	556601	PRF DV-SEM	2,800	0	2,800	60.00	.00	2,740.00	2.1%
01011000	556602	PRF DV-PRF	470	0	470	130.00	.00	340.00	27.7%
01011000	556603	PRF DY-INS	2,000	0	2,000	.00	.00	2,000.00	.0%
01011000	556604	PRF DY-PUB	300	0	300	277.66	.00	22.34	92.6%
01011000	567704	TRNSP-EXP	300	0	300	31.98	.00	268.02	10.7%
TOTAL FINANCE DEPARTMENT			529,667	0	529,667	207,728.86	.00	321,938.14	39.2%



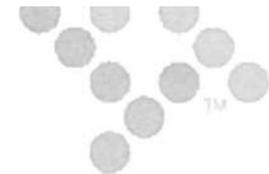
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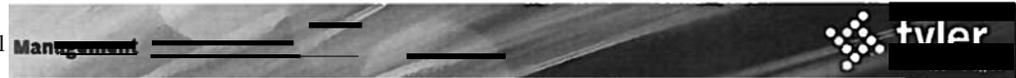
TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

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FOR 2013 13

ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01011400 BOARD OF FINANCE							
01011400 501101 FULL TIME/	72,012	0	72,012	30,466.70	.00	41,545.30	42.3%
01011400 522201 CLERICAL F	3,125	0	3,125	375.00	.00	2,750.00	12.0%
01011400 545501 LEGAL NOTI	1,000	0	1,000	.00	.00	1,000.00	.0%
01011400 556602 PRF DV-PRF	140	0	140	125.00	.00	15.00	89.3%
TOTAL BOARD OF FINANCE	76,277	0	76,277	30,966.70	.00	45,310.30	40.6%
01011600 TAX ASSESSOR							
01011600 501101 FULL TIME/	245,745	0	245,745	103,838.98	.00	141,906.02	42.3%
01011600 501102 SAL-PT/PER	31,180	0	31,180	11,315.86	.00	19,864.14	36.3%
01011600 501105 SAL-QVRTIM	2,500	0	2,500	.00	.00	2,500.00	.0%
01011600 501888 UNIFORM AL	150	0	150	.00	.00	150.00	.0%
01011600 522202 PROFESSION	35,000	0	35,000	2,500.00	.00	32,500.00	7.1%
01011600 522204 SVS-CONTRC	19,250	0	19,250	18,450.00	.00	800.00	95.8%
01011600 534402 PROGRAM SU	830	0	830	783.60	.00	46.40	94.4%
01011600 545501 LEGAL NOTI	225	0	225	216.00	.00	9.00	96.0%
01011600 556601 PRF DV-SEM	4,935	0	4,935	520.00	.00	4,415.00	10.5%
01011600 556602 PRF DV-PRF	525	0	525	.00	.00	525.00	.0%
TOTAL TAX ASSESSOR	340,340	0	340,340	137,624.44	.00	202,715.56	40.4%
01011800 BOARD OF ASSESSMENT APPEALS							
01011800 522201 CLERICAL F	6,275	0	6,275	399.74	.00	5,875.26	6.4%
01011800 545501 LEGAL NOTI	650	0	650	714.24	.00	-64.24	109.9%*
01011800 556601 PRF DV-SEM	200	0	200	.00	.00	200.00	.0%
TOTAL BOARD OF ASSESSMENT APPEALS	7,125	0	7,125	1,113.98	.00	6,011.02	15.6%
01012000 TAX COLLECTOR							
01012000 501101 FULL TIME/	278,562	0	278,562	117,665.96	.00	160,896.04	42.2%
01012000 501102 PART TIME	15,210	0	15,210	8,437.50	.00	6,772.50	55.5%





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TOWN OF TRUMBULL
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ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
Q1Q12000 50UQ5 OVERTIME	1,000	0	1,000	3,781.92	.00	-2,781.92	378.2%*
Q1Q12000 501101 LONGEVITY	425	0	425	425.00	.00	.00	100.0%
Q1Q12000 522203 S S- TIME/LRY	11,200	0	11,200	9,040.26	.00	2,159.74	80.7%
Q1Q12000 522204 S S-!QN:IRC	18,360	0	18,360	10,640.00	.00	7,720.00	58.0%
Q1Q12000 534 01 OFFICE SUP	10,000	0	10,000	1,486.33	680.75	7,832.92	21.7%
Q1Q12000 5 5501 LEGAL HOI	3,750	0	3,750	822.06	.00	2,927.94	21.9%
Q1Q12000 5 550 EQSTAGE	21,003	0	21,003	.00	.00	21,003.00	.0%
Q1Q12000 556601 PRE 1:1-SI:M	550	0	550	108.00	.00	442.00	19.6%
Q1Q12000 556602 ERE 1:1-PRF	240	0	240	25.00	.00	215.00	10.4%
Q1Q12000 5566Q ERE DV-EUB	278	0	278	.00	.00	278.00	.0%
TOTAL TAX COLLECTOR	360,578	0	360,578	152,432.03	680.75	207,465.22	42.5%
01012200 PURCHASING							
01012200 501101 FULL TIME/	72,979	0	72,979	30,875.92	.00	42,103.08	42.3%
01Q12200 50U06 LONGEVITY	200	0	200	200.00	.00	.00	100.0%
Q1Q12200 545501 LEGAL NQ:l	4,000	0	4,000	2,368.16	.00	1,631.84	59.2%
Q1Q12200 552601 PRF DV-SI:M	100	0	100	.00	.00	100.00	.0%
01012200 556fiQ2 ERE 1:1-ERE	30	0	30	30.00	.00	.00	100.0%
TOTAL PURCHASING	77,309	0	77,309	33,474.08	.00	43,834.92	43.3%
01012400 TREASURER							
01012 00 501101 EULL TIME/.	21,652	0	21,652	9,160.58	.00	12,491.42	42.3%
TOTAL TREASURER	21,652	0	21,652	9,160.58	.00	12,491.42	42.3%
01012600 TECHNOLOGY							
01012600 501101 FULL TIME/	139,037	0	139,037	58,283.01	.00	80,753.99	41.9%
Q1012fi00 50U02 SAL-RI/EL:R	24,113	0	24,113	8,768.88	.00	15,344.12	36.4%
Q1Q12fi00 501105 OVERTIME	0	0	0	4,961.79	.00	-4,961.79	100.0%*
Q1012fi00 52220 !:CONTRACTIA	169,013	0	169,013	107,387.21	26,019.15	35,606.64	78.9%
01012600 556601 ERE 1:1-SEM	180	0	180	.00	.00	180.00	.0%
Q1012600 556fiQ2 PRE 1:1-ERE	35	0	35	.00	.00	35.00	.0%
Q1Q12200 5288Q2 EQUIPMENT/.	5,000	0	5,000	444.12	138.00	4,417.88	11.6%



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ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
Q1Q12fiQQ S!!!!!!B!! CAE OUTLAY	102,178	0	102,178	21,952.43	9,929.20	70,296.37	31.2%
TOTAL TECHNOLOGY	439,556	0	439,556	201,797.44	36,086.35	201,672.21	54.1%
<hr/>							
01012800 TOWN ATTORNEYS							
Q1Q12BQQ 5222Q2 PROESSION	300,000	0	300,000	137,750.00	.00	162,250.00	45.9%
TOTAL TOWN ATTORNEYS	300,000	0	300,000	137,750.00	.00	162,250.00	45.9%
<hr/>							
01013000 HUMAN RESOURCES							
Q1QJ,JQQ 5Q1101 FULL THLEL	115,787	0	115,787	48,986.99	.00	66,800.01	42.3%
Q1Q13000 501105 SAL-QVRTIM	0	0	0	733.26	.00	-733.26	100.0%*
Q1Q13000 501106 LQMGEVIT:l	200	0	200	200.00	.00	.00	100.0%
Q1Q13000 5222Q1 LERICAL F	420	0	420	60.00	.00	360.00	14.3%
Q1Q1JQQ 522202 PB.QESSION	80,150	0	80,150	19,648.13	.00	60,501.87	24.5%
01013000 522203 SYS ANCLRJ??	3,000	0	3,000	.00	.00	3,000.00	.0%
Q1Q13000 5455QJ, LE AL NOTI	5,500	0	5,500	598.22	.00	4,901.78	10.9%
Q1Q13000 55f!fi02 ERE DY:-PRE	175	0	175	.00	.00	175.00	.0%
Q1013000 556604 PRE DV-EUB	560	0	560	29.95	.00	530.05	5.3%
TOTAL HUMAN RESOURCES	205,792	0	205,792	70,256.55	.00	135,535.45	34.1%
<hr/>							
01013400 EMPLOYEE BENEFITS							
Q1Q1HQ 511150 ERHGE-EICA	1,378,736	0	1,378,736	670,524.36	.00	708,211.64	48.6%
Q1Q1HQ 511151 ERHGE-MLD	5,195,355	0	5,195,355	2,638,712.80	.00	2,556,642.20	50.8%
Q1Q1HQ 511152 ERINGE-HC	952,765	0	952,765	402,677.04	.00	550,087.96	42.3%
Q1Q13000 511153 ERHGE-UN	120,000	0	120,000	18,574.00	.00	101,426.00	15.5%
Q1013 00 51115 EB-MEDADM	16,300	0	16,300	4,501.20	.00	11,798.80	27.6%
Q1Q13 00 511155 ERINGE-LLE	46,100	0	46,100	21,632.03	.00	24,467.97	46.9%
Q1Q13400 511152 ERHGE-I::LE	600	0	600	120.00	.00	480.00	20.0%
Q1Q1HQ 5221011 PEHS-EQL	1,600,000	0	1,600,000	800,000.00	.00	800,000.00	50.0%
Q1Q13 00 5221012 EEH TH&BE	3,700,000	0	3,700,000	1,875,000.00	.00	1,825,000.00	50.7%
Q1Q1HQ 5221011 EQLRETMED	145,000	0	145,000	.00	.00	145,000.00	.0%
Q1Q13 00 522110 DEE!::QNTN	35,000	0	35,000	15,535.19	.00	19,464.81	44.4%
Q1Q13400 522202 SVS-ERQE	36,350	0	36,350	11,424.55	34,500.00	-9,574.55	126.3%*





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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

FOR 2013 13

ACCOUNTS FOR: 01 GENERAL PIJND	ORIGINAL APPROP	TRANPRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL EMPLOYEE BENEFITS	13,226,206	0	13,226,206	6,458,701.17	34,500.00	6,733,004.83	49.1%
01013600 TOWN CLERK							
01013600 501101 FULL TIME/	214,205	0	214,205	90,754.90	.00	123,450.10	42.4%
01013600 501105 OVERTIME	3,500	0	3,500	5,215.07	.00	-1,715.07	149.0%*
01013600 501106 LONGEVITY	850	0	850	850.00	.00	.00	100.0%
01013600 522204 SVS-CONTRC	22,000	0	22,000	7,209.92	14,790.08	.00	100.0%
01013600 522205 PROGEAMEXP	3,500	0	3,500	3,684.89	.00	-184.89	105.3%*
01013600 534402 PROGRAM SU	3,200	0	3,200	1,793.42	.00	1,406.58	56.0%
01013600 545501 LEGAL NOTI.	3,000	0	3,000	.00	.00	3,000.00	.0%
01013600 556601 PRF DV-SEM	1,480	0	1,480	300.00	.00	1,180.00	20.3%
01013600 556602 PROFESSION	595	0	595	.00	.00	595.00	.0%
01013600 578801 SERVICE CO	250	0	250	.00	.00	250.00	.0%
01013600 578803 PROGAAM-RE	2,500	0	2,500	771.20	627.04	1,101.76	55.9%
01013600 598889 STCTFISHGA	0	0	0	1,712.00	.00	-1,712.00	100.0%*
TOTAL TOWN CLERK	255,080	0	255,080	112,291.40	15,417.12	127,371.48	50.1%
01013800 TOWN HALL							
01013800 501116 CONTINGENC	485,610	0	485,610	.00	.00	485,610.00	.0%
01013800 511160 P&L INS	842,921	0	842,921	508,200.67	.00	334,720.33	60.3%
01013800 522205 PROGRAM EX	15,000	0	15,000	44.22	.00	14,955.78	.3%
01013800 522208 CONTRIBUT	16,250	0	16,250	9,250.00	.00	7,000.00	56.9%
01013800 534401 OFFICE SUP	36,000	0	36,000	17,140.10	4,376.61	14,483.29	59.8%
01013800 534402 PROGRAM SU	1,200	0	1,200	413.30	.00	786.70	34.4%
01013800 534403 MTLN-CLNG	1,000	0	1,000	1,075.06	.00	-75.06	107.5%*
01013800 545502 PUBLIC REP	2,000	-1,000	1,000	.00	.00	1,000.00	.0%
01013800 545504 POSTAGE	42,000	0	42,000	15,678.06	5,591.25	20,730.69	50.6%
01013800 578801 SERVICE CO	9,751	0	9,751	4,463.94	555.94	4,731.12	51.5%
01013800 578804 REFUSE REM	4,167	0	4,167	996.54	.00	3,170.46	23.9%
01013800 581888 CAPITAL OU	5,000	1,000	6,000	5,500.00	.00	500.00	91.7%
01013800 589901 ANNUAL REN	2,200	0	2,200	902.79	.00	1,297.21	41.0%
01013800 590011 HEAT	13,413	0	13,413	1,494.55	.00	11,918.45	11.1%
01013800 590012 ELECTRICIT	81,241	0	81,241	23,336.03	3,583.58	54,321.39	33.1%
01013800 590013 WATER	1,744	0	1,744	528.10	.00	1,215.90	30.3%
01013800 590014 TELEPHONE	123,873	0	123,873	55,712.79	.00	68,160.21	45.0%
TOTAL TOWN HALL	1,683,370	0	1,683,370	644,736.15	14,107.38	1,024,526.47	39.1%



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ACCOUNTS FOR: 01 GENERAL FUND	ORrGINAL APPROF	TRANFRS/ ADJSTMTS	REVrSED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVArLABLE BUDGET	PCT USED
01014200 PLANNING AND ZONING							
01014200 S01101 FULL TIME/	199,124	0	199,124	84,244.8S	.00	114,879.1S	42.3%
01014200 S01102 PART TIME/	30,160	0	30,160	1S,630.7S	.00	14,S29.2S	S1.8%
01014200 S01105 OVERTIME	3,000	0	3,000	1,339.32	.00	1,660.68	44.6%
01014200 S01106 LQNGEVITY	42S	0	42S	42S.00	.00	.00	100.0%
01014200 S22202 SVS-PROF	14,200	-4,000	10,200	.00	.00	10,200.00	.0%
01014200 S0522205 PRO	13,979	0	13,979	11,326.14	.00	2,6S2.86	81.0%
01014200 S45S01 LEGAL NOT!	22,000	0	22,000	4,962.08	.00	17,037.92	22.6%
01014200 S45S02 COM-PUB RP	SO	0	SO	.00	.00	SO.00	.0%
01014200 SS6601 PRF DV-SEM	400	4,000	4,400	939.99	.00	3,460.01	21.4%
01014200 SS6602 PRF PV-PRF	400	0	400	.00	.00	400.00	.0%
TOTAL PLANNING AND ZONING	283,738	0	283,738	118,868.13	.00	164,869.87	41.9%
01014600 ECONOMIC DEVELOPMENT							
01014600 S01101 SAL-ft/PER	9S,000	0	9S,000	40,2S2.23	.00	S4,747.77	42.4%
01014600 S22201 CLERICAL F	720	0	720	60.00	.00	660.00	8.3%
01014600 S22202 SYS-PROF	S,000	0	S,000	.00	.00	S,000.00	.0%
01014600 S2220S PROG EXP	6,300	0	6,300	40.00	.00	6,260.00	.6%
01014600 S34402 PROGSUPPL	1,800	0	1,800	.00	.00	1,800.00	.0%
01014600 S45S03 COM-PUB RL	7,S00	0	7,S00	28S.00	.00	7,21S.00	3.8%
01014600 SS6601 PRF DV-SEM	2,000	0	2,000	SO.00	.00	1,9SO.00	2.5%
01014600 SS6602 PRF DY-PRF	400	0	400	.00	.00	400.00	.0%
01014600 S67703 TBNSP-TRY	0	0	0	12.00	.00	-12.00	100.0%*
TOTAL ECONOMIC DEVELOPMENT	118,720	0	118,720	40,699.23	.00	78,020.77	34.3%
01014800 INLAND WETLANDS COMMISSION							
01014800 S22201 CLERICAL F	1,S00	0	1,S00	.00	.00	1,S00.00	.0%
01014800 S34401 MTLs-OFfCE	200	0	200	40.0S	.00	1S9.9S	20.0%
01014800 S34402 PROGRAM SU	7S	0	7S	SS.00	.00	20.00	73.3%
01014800 S4SS01 LEGAL NOT!	8,000	0	8,000	2,321.16	.00	S,678.84	29.0%
01014800 SS6601 SEMINARS/C	600	0	600	SS.00	.00	S4S.00	9.2%
01014800 SS6604 PUBLICATIO	100	0	100	.00	.00	100.00	.0%
TOTAL INLAND WETLANDS COMMISSION	10,47S	0	10,47S	2,471.21	.00	8,003.79	23.6%





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ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01015000 RECYCLING COMMISSION							
01015000 522205 ERQG EXP	1,250	0	1,250	255.00	.00	995.00	20.4%
Q1015000 53HQ2 MTL5-ERQG	2,450	0	2,450	1,688.00	.00	762.00	68.9%
TOTAL RECYCLING COMMISSION	3,700	0	3,700	1,943.00	.00	1,757.00	52.5%
01015400 CONSERVATION COMMISSION							
01015 00 522201 SY:S-CLRC	600	0	600	240.00	.00	360.00	40.0%
01015400 545502 COM-PUB RP	75	0	75	.00	.00	75.00	.0%
01015400 556601 PRF DV-SEM	150	0	150	.00	.00	150.00	.0%
Q1015400 556f:1Q2 PRF DUES	300	0	300	55.00	.00	245.00	18.3%
Q1015 0Q 5566Q ERE DY:-EUB	30	0	30	.00	.00	30.00	.0%
TOTAL CONSERVATION COMMISSION	1,155	0	1,155	295.00	.00	860.00	25.5%
01015600 CLEAN ENERGY FUND							
Q1015600 522205 ERQG EXE	1,600	0	1,600	.00	.00	1,600.00	.0%
TOTAL CLEAN ENERGY FUND	1,600	0	1,600	.00	.00	1,600.00	.0%
01015800 TRANSIT DISTRICT							
Q1015800 522205 ERQGRAM EX	44,084	0	44,084	44,084.00	.00	.00	100.0%
TOTAL TRANSIT DISTRICT	44,084	0	44,084	44,084.00	.00	.00	100.0%
TOTAL GENERAL GOVERNMENT	18,506,943	0	18,506,943	8,691,176.73	114,349.63	9,701,416.64	47.6%
02 PUBLIC SAFETY							
01022000 POLICE							
01022000 50UQ1 FULL TIMEU	5,748,172	0	5,748,172	2,442,890.37	.00	3,305,281.63	42.5%





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ACCOUNTS FOR: 01 GENERAL FUND	ORJ:GJ:NAL APPROF	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01022000 501102 PART TIME/	38,774	0	38,774	9,835.54	.00	28,938.46	25.4%
01022000 501103 SAL-SEASON	0	0	0	13,447.50	.00	-13,447.50	100.0%*
01022000 501104 RELIEFIYAC	47,199	0	47,199	14,168.37	.00	33,030.63	30.0%
01022000 501105 OVERTIME	472,000	0	472,000	364,481.14	.00	107,518.86	77.2%
01022000 501106 LONGEVITY	22,925	0	22,925	21,733.33	.00	1,191.67	94.8%
01022000 501109 COLLEGE IN	21,900	0	21,900	1,200.00	.00	20,700.00	5.5%
01022000 501112 SHIFTDIFF	43,455	0	43,455	42,617.18	.00	837.82	98.1%
01022000 501113 HOLIDAY	262,500	0	262,500	104,985.73	.00	157,514.27	40.0%
01022000 501114 TRAINING	80,000	0	80,000	44,715.05	.00	35,284.95	55.9%
01022000 501887 POLICE UNI	16,500	0	16,500	6,386.50	.00	10,113.50	38.7%
01022000 501888 UNIFORM AL	45,320	0	45,320	9,867.72	4,412.00	31,040.28	31.5%
01022000 522203 ANCILLARY	15,000	0	15,000	3,374.21	.00	11,625.79	22.5%
01022000 534401 OFFICE SUP	14,400	0	14,400	6,269.25	557.22	7,573.53	47.4%
01022000 534402 PROGRAM SU	37,500	0	37,500	18,719.32	.00	18,780.68	49.9%
01022000 534403 MTLN-CLNG	5,600	0	5,600	3,668.44	.00	1,931.56	65.5%
01022000 545503 PUBLIC REL	2,500	0	2,500	.00	.00	2,500.00	.0%
01022000 556602 PRF DV-PRF	1,500	0	1,500	1,420.00	.00	80.00	94.7%
01022000 556603 PRF DV-INS	27,000	0	27,000	18,121.93	1,665.78	7,212.29	73.3%
01022000 556604 PRF DV-PUB	500	0	500	141.50	.00	358.50	28.3%
01022000 567704 EXPENSE AC	13,400	0	13,400	6,169.80	.00	7,230.20	46.0%
01022000 578801 SERVICE CO	121,981	0	121,981	80,175.09	5,355.00	36,450.91	70.1%
01022000 578803 PROGRAM-RE	6,000	0	6,000	3,830.00	260.00	1,910.00	68.2%
01022000 578804 REFUSE REM	2,053	0	2,053	1,051.90	.00	1,001.10	51.2%
01022000 581888 CAPITAL OU	193,497	0	193,497	33,308.70	.00	160,188.30	17.2%
01022000 589901 ANNUAL REN	11,840	0	11,840	6,044.12	.00	5,795.88	51.0%
01022000 590011 UTIL-HEAT	6,151	0	6,151	705.23	.00	5,445.77	11.5%
01022000 590012 ELECTRICIT	102,979	0	102,979	30,568.60	.00	72,410.40	29.7%
01022000 590013 WATER	3,008	0	3,008	675.81	.00	2,332.19	22.5%
01022000 590014 TELEPHONE	16,795	0	16,795	5,784.85	.00	11,010.15	34.4%
01022000 590015 TRAFFICLIT	8,964	0	8,964	3,034.13	.00	5,929.87	33.8%
TOTAL POLICE	7,389,413	0	7,389,413	3,299,391.31	12,250.00	4,077,771.69	44.8%
01022400 ANIMAL CONTROL							
01022400 501101 FULL TIME/	53,257	0	53,257	22,531.74	.00	30,725.26	42.3%
01022400 501102 PART TIME/	28,057	0	28,057	9,115.97	.00	18,941.03	32.5%
01022400 501105 OVERTIME	2,000	0	2,000	4,458.37	.00	-2,458.37	222.9%*
01022400 501887 UNIFORMCLG	400	0	400	.00	.00	400.00	.0%
01022400 501888 UNIFORMALL	600	0	600	.00	.00	600.00	.0%
01022400 522202 SVS-PROF	6,500	0	6,500	1,952.43	.00	4,547.57	30.0%
01022400 522203 SVS-ANCLRY	300	0	300	.00	.00	300.00	.0%





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ACCOOHTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANPRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01022400	534402	PROGSUPPL	4,000	0	4,000	1,691.33	46.44	2,262.23	43.4%
01022400	545501	COM-LEGAL	850	0	850	361.05	.00	488.95	42.5%
01022400	556603	PRF DV-INS	150	0	150	75.00	.00	75.00	50.0%
01022400	578801	MNINCE-SV	773	0	773	275.00	385.00	113.00	85.4%
01022400	578802	MNTNCE-EOP	2,760	0	2,760	534.00	.00	2,226.00	19.3%
01022400	578804	MNTNCE-RFS	850	0	850	332.16	.00	517.84	39.1%
01022400	581888	CAP OUTLAY	1,100	0	1,100	.00	1,049.99	50.01	95.5%
01022400	590011	UTIL-HEAT	2,323	0	2,323	373.89	.00	1,949.11	16.1%
01022400	590012	UTIL-ELECT	4,622	0	4,622	1,872.29	.00	2,749.71	40.5%
01022400	590013	UTIL-WATER	613	0	613	135.55	.00	477.45	22.1%
01022400	590014	UTIL-PHONE	331	0	331	170.10	.00	160.90	51.4%
TOTAL ANIMAL CONTROL			109,486	0	109,486	43,878.88	1,481.43	64,125.69	41.4%
01022500 CENTRAL EMRGNCY DISPATCH COMM									
01022500	522201	SVS-CLRC	720	0	720	60.00	.00	660.00	8.3%
TOTAL CENTRAL EMRGNCY DISPATCH COMM			720	0	720	60.00	.00	660.00	8.3%
01022600 EMERGENCY MEDICAL SERVICES									
01022600	501101	FULL TIME/	51,724	0	51,724	21,883.40	.00	29,840.60	42.3%
01022600	501102	PART TIME/	333,650	0	333,650	99,411.20	.00	234,238.80	29.8%
01022600	501105	OVERTIME	1,365	0	1,365	1,527.29	.00	-162.29	111.9%*
01022600	501888	UNIFORM AL	4,000	0	4,000	2,051.90	600.00	1,348.10	66.3%
01022600	522202	PROFESSION	471,351	21,750	493,101	228,132.80	224,974.86	39,993.34	91.9%
01022600	522203	ANCILLARY	54,815	0	54,815	19,740.84	.00	35,074.16	36.0%
01022600	534401	OFFICE SUP	1,250	0	1,250	308.46	.00	941.54	24.7%
01022600	534402	PROGRAM SU	36,400	0	36,400	9,046.55	5,551.64	21,801.81	40.1%
01022600	534403	MTLS-CLNG	400	0	400	171.53	.00	228.47	42.9%
01022600	545503	PUBLIC REL	1,500	0	1,500	909.31	.00	590.69	60.6%
01022600	556601	PRF DV-SEM	1,000	0	1,000	.00	.00	1,000.00	.0%
01022600	556603	PRF DV-INS	8,710	0	8,710	2,550.00	.00	6,160.00	29.3%
01022600	567703	TBNSP-TRV	500	0	500	24.21	.00	475.79	4.8%
01022600	578801	SERVICE CO	977	0	977	112.50	.00	864.50	11.5%
01022600	578802	EQUIPMENT/	11,150	0	11,150	2,116.94	27.69	9,005.37	19.2%
01022600	578804	REFUSE REM	684	0	684	335.16	.00	348.84	49.0%
01022600	581888	CAPITAL OU	68,728	0	68,728	59,927.20	.00	8,800.80	87.2%
01022600	589901	ANNUAL REN	2,780	0	2,780	1,429.64	1,125.97	224.39	91.9%



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ACCOUNTS FOR: 01 GENERAL FUND	ORiGiNAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01022600 590011 HEAT	6,527	0	6,527	1,086.61	.00	5,440.39	16.6%
01022600 590012 ELECTRICIT	12,170	0	12,170	4,378.95	.00	7,791.05	36.0%
01022600 590013 WATER	1,203	0	1,203	122.03	.00	1,080.97	10.1%
01022600 590014 TELEPHONE	3,941	0	3,941	1,020.56	.00	2,920.44	25.9%
TOTAL EMERGENCY MEDICAL SERVICES	1,074,825	21,750	1,096,575	456,287.08	232,280.16	408,007.76	62.8%
01022800 FIRE MARSHAL							
01022800 501101 FULL TIME/	254,753	0	254,753	107,115.76	.00	147,637.24	42.0%
01022800 501102 PART TIME/	22,055	0	22,055	8,047.67	.00	14,007.33	36.5%
01022800 501105 OVERTIME	10,000	0	10,000	17,001.31	.00	-7,001.31	170.0%*
01022800 501122 CERTSTIPEN	2,250	0	2,250	.00	.00	2,250.00	.0%
01022800 501887 UNIFORMCLG	700	0	700	.00	.00	700.00	.0%
01022800 501888 UNIFORMALL	4,800	0	4,800	.00	.00	4,800.00	.0%
01022800 522203 ANCILLARY	200	0	200	32.91	.00	167.09	16.5%
01022800 522205 PROGRAM EX	200	0	200	40.00	.00	160.00	20.0%
01022800 534401 MTLIS-OFFCE	500	0	500	88.53	149.48	261.99	47.6%
01022800 534402 PROGRAM SU	800	0	800	130.99	.00	669.01	16.4%
01022800 556601 PRF DV-SEM	1,800	0	1,800	898.00	.00	902.00	49.9%
01022800 556602 PRF DV-PRF	1,700	0	1,700	530.00	.00	1,170.00	31.2%
01022800 556604 PRF PV-PUB	1,200	0	1,200	.00	.00	1,200.00	.0%
01022800 578802 EQUIPMENT/	3,700	0	3,700	1,390.01	.00	2,309.99	37.6%
01022800 581888 CAPITAL OU	1,200	0	1,200	.00	.00	1,200.00	.0%
01022800 589901 RNTLS-A/LS	7,700	0	7,700	.00	.00	7,700.00	.0%
01022800 590014 TELEPHONE	3,692	0	3,692	1,261.27	.00	2,430.73	34.2%
TOTAL FIRE MARSHAL	317,250	0	317,250	136,536.45	149.48	180,564.07	43.1%
01022824 FIRE MARSHAL-FIRE HYDRANTS							
01022824 590016 UIIL-FIRE	1,285,584	0	1,285,584	316,774.31	.00	968,809.69	24.6%
TOTAL FIRE MARSHAL-FIRE HYDRANTS	1,285,584	0	1,285,584	316,774.31	.00	968,809.69	24.6%
01023200 BUILDING OFFICIAL							
01023200 501101 FULL TIME/	264,599	0	264,599	112,202.46	.00	152,396.54	42.4%



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ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANPRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01023200 501102 PART TIME/	23,163	0	23,163	10,774.08	.00	12,388.92	46.5%
01023200 501105 OVERTIME	5,000	0	5,000	3,151.98	.00	1,848.02	63.0%
01023200 501106 LONGEYITY	425	0	425	425.00	.00	.00	100.0%
01023200 501888 UNIFORM AL	300	0	300	.00	.00	300.00	.0%
01023200 522204 CONTRACTUA	250	0	250	60.00	.00	190.00	24.011;
01023200 534401 OFFICE SUP	2,200	0	2,200	172.25	57.00	1,970.75	10.411;
01023200 545501 LEGAL NOT!	75	0	75	199.00	.00	-124.00	265.3%*
01023200 556601 SEMINAES/C	600	0	600	.00	.00	600.00	.0%
01023200 556602 PROFESSION	450	0	450	227.00	.00	223.00	50.4%
01023200 556604 PUBLICATIO	825	0	825	.00	.00	825.00	.0%
01023200 578801 MHTNCE-SY	2,476	0	2,476	1,196.00	.00	1,280.00	48.3%
01023200 581888 CAPITAL OU	4,553	0	4,553	4,764.32	.00	-211.32	104.6%*
TOTAL BUILDING OFFICIAL	304,916	0	304,916	133,172.09	57.00	171,686.91	43.7%
01023400 EMERGENCY MANAGEMENT							
01023400 501102 SAL-PT/PER	34,080	0	34,080	18,249.99	.00	15,830.01	53.6%
01023400 501105 SAL-OVRTIM	20,171	0	20,171	13,555.09	.00	6,615.91	67.2%
01023400 501888 UNIFORMALL	600	0	600	284.95	.00	315.05	47.5%
01023400 534402 PROGSUPPL	3,000	0	3,000	5,276.56	.00	-2,276.56	175.9%*
01023400 578801 MNTNCE-SY	19,500	0	19,500	131,871.04	.00	5,628.96	71.1%
01023400 578802 MNTHCE-EOP	1,625	0	1,625	456.84	.00	1,168.16	28.1%
01023400 590014 TELEPHONE	11,824	0	11,824	5,139.36	.00	6,684.64	43.5%
TOTAL EMERGENCY MANAGEMENT	90,800	0	90,800	56,833.83	.00	33,966.17	62.6%
TOTAL PUBLIC SAFETY	10,572,994	21,750	10,594,744	4,442,933.95	246,218.07	5,905,591.98	44.3%
03 PUBLIC WORKS							
01030000 PUBLIC WORKS DIRECTOR							
01030000 501101 FULL TIME/	160,051	0	160,051	67,316.14	.00	92,734.86	42.1%
01030000 501105 SAL-OVRTIM	0	0	0	1,818.88	.00	-1,818.88	100.0%*
01030000 556601 PRF DY-SEM	3,000	0	3,000	64.76	.00	2,935.24	2.2%
01030000 556602 PRF DY-PRF	300	0	300	50.00	.00	250.00	16.7%
01030000 567704 EXPENSE AC	250	0	250	.00	.00	250.00	.0%
01030000 590014 TELEPHONE	968	0	968	377.54	.00	590.46	39.0%





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TOTAL PUBLIC WORKS DIRECTOR	164,569	0	164,569	69,627.32	.00	94,941.68	42.3%
01030025 PUBLIC WORKS -STREET LIGHTS							
01030025 590015 STREET AND	423,880	0	423,880	129,344.27	.00	294,535.73	30.5%
TOTAL PUBLIC WORKS -STREET LIGHTS	423,880	0	423,880	129,344.27	.00	294,535.73	30.5%
01030100 PUBLIC WORKS - HIGHWAY							
01030100 501101 FULL TIME/	1,762,808	0	1,762,808	759,817.32	.00	1,002,990.68	43.1%
01030100 501102 SAL-PT/PER	24,853	0	24,853	10,835.65	.00	14,017.35	43.6%
01030100 501103 SEASONAL/IT	7,500	0	7,500	9,472.00	.00	-1,972.00	126.3%*
01030100 501105 OVERTIME	42,500	0	42,500	31,192.62	.00	11,307.38	73.4%
01030100 501106 LONGEVITY	1,000	0	1,000	1,000.00	.00	.00	100.0%
01030100 501888 UNIFORM AL	20,815	0	20,815	6,382.02	2,823.08	11,609.90	44.2%
01030100 522203 ANCILLARY	37,000	0	37,000	3,867.50	24,000.00	9,132.50	75.3%
01030100 534401 OFFICE SUP	2,500	0	2,500	1,406.31	348.53	745.16	70.2%
01030100 534402 PROGRAM SU	160,000	0	160,000	43,401.94	8,947.00	107,651.06	32.7%
01030100 534403 MTLN-CLNG	400	0	400	.00	152.50	247.50	38.1%
01030100 545503 PUBLIC REL	7,700	0	7,700	988.67	.00	6,711.33	12.8%
01030100 556601 PRF DV SEM	6,000	0	6,000	.00	.00	6,000.00	.0%
01030100 578801 SERVICE CO	3,595	0	3,595	552.50	.00	3,042.50	15.4%
01030100 578803 PROGRAH-RE	22,000	0	22,000	4,156.00	.00	17,844.00	18.9%
01030100 578804 MNTNCE-RFS	6,156	0	6,156	2,988.30	.00	3,167.70	48.5%
01030100 581888 CAPITAL OU	96,583	0	96,583	.00	34,431.85	62,151.15	35.7%
01030100 589901 ANNUAL REN	45,980	0	45,980	210.00	.00	45,770.00	.5%
01030100 589902 OCCASIONAL	15,000	0	15,000	3,150.00	.00	11,850.00	21.0%
01030100 590011 HEAT	30,962	0	30,962	3,509.25	.00	27,452.75	11.3%
01030100 590012 ELECTRICIT	85,187	0	85,187	19,978.06	.00	65,208.94	23.5%
01030100 590013 WATER	5,321	0	5,321	2,717.61	.00	2,603.39	51.1%
01030100 590014 TELEPHONE	12,461	0	12,461	6,103.38	.00	6,357.62	49.0%
TOTAL PUBLIC WORKS - HIGHWAY	2,396,321	0	2,396,321	911,729.13	70,702.96	1,413,888.91	41.0%
01030101 HW-SNOW REMOVAL							
01030101 501105 SAL-QVRTIM	165,000	0	165,000	163,890.81	.00	1,109.19	99.3%





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ACCOUNTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANPRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
.01QJQ1Q1	53UQ2	ROGRAM S:U	335,000	0	335,000	47,212.79	45,996.95	241,790.26	27.8%
TOTAL HW-SNOW REMOVAL			500,000	0	500,000	211,103.60	45,996.95	242,899.45	51.4%
01030105 HW-CONSTRUCTION									
Q1Q301Q5	5222Q5	PRQ:1 EXP	250,000	0	250,000	17,000.00	1,250.00	231,750.00	7.3%
TOTAL HW-CONSTRUCTION			250,000	0	250,000	17,000.00	1,250.00	231,750.00	7.3%
01030200 PUBLIC WORKS - BLD MAINTENANCE									
01030200	SQHQ1	FULL TIME	496,004	0	496,004	225,391.48	.00	270,612.52	45.4%
Q1Q3Q2Q0	5Q11Q2	SAI.-EILEEB.	13,639	0	13,639	6,435.92	.00	7,203.08	47.2%
Q1Q30200	5011.05	SAL-OVRTIM	2,600	0	2,600	7,388.91	.00	-4,788.91	284.2%*
Q1Q30200	501106	SAL-LNGVIT:r	425	0	425	850.00	.00	-425.00	200.0%*
Q1Q3Q2Q0	5Q11H16	UNTEORM AL	1,225	0	1,225	983.96	.00	241.04	80.3%
Q1Q3Q2Q0	5222Q3	SYS-ANCI..B.:1	95,000	0	95,000	36,424.73	50,938.79	7,636.48	92.0%
01.030200	S222Q4	SVS-CQNTRC	5,270	0	5,270	4,339.67	.00	930.33	82.3%
QJ,Q30200	53HQ2	EROT:IRAM SU	5,000	0	5,000	3,259.68	.00	1,740.32	65.2%
U1030200	5766Q2	MNTNCE-EQP	177,575	0	177,575	31,084.90	33,801.62	112,688.48	36.5%
Q1Q3Q2Q0	5899Q2	QCCASIONAL..	1,200	0	1,200	.00	.00	1,200.00	.0%
Q1Q30200	590017	SEWER FEE	119,768	0	119,768	68,071.43	.00	51,696.57	56.8%
TOTAL PUBLIC WORKS - BLD MAINTENANCE			917,706	0	917,706	384,230.68	84,740.41	448,734.91	51.1%
01030300 FLEET MAINTENANCE									
01030300	5011.01	SAL-FT[PER	507,979	0	507,979	214,622.28	.00	293,356.72	42.3%
Q1Q303Q0	5Q11QS	SAL-QVRTIM	10,200	0	10,200	2,477.68	.00	7,722.32	24.3%
Q1Q3Q3Q0	5Q11QF1	SAL.-LJ.IGYL:F	500	0	500	500.00	.00	.00	100.0%
Q1Q3Q3Q0	5Q1888	Imll':QRMAL,	5,575	0	5,575	1,624.96	225.04	3,725.00	33.2%
Q103Q3Q0	5Fi77Q1	TRNSP-PLAS	392,911	0	392,911	235,720.03	.00	157,190.97	60.0%
Q1Q3Q300	5fi:z:zQ2	I:RNSP-VEH	341,560	0	341,560	121,879.00	142,684.00	76,997.00	77.5%
Q1Q3Q3Q0	5:Z88Q1	MLFIHCE-SY	2,540	0	2,540	1,500.00	.00	1,040.00	59.1%
TOTAL FLEET MAINTENANCE			1,261,265	0	1,261,265	578,323.95	142,909.04	540,032.01	57.2%
01030400 RECYCLING CENTER									
Q1Q3Q Q0	5Q11Q1	FULL IIMEL	189,038	0	189,038	79,535.57	.00	109,502.43	42.1%



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ACCOUNTS 01	FOR: GENERAL	POND	OR:IG:INAL APPROP	TRANFRS/ ADJSTMTS	RBV:ISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVA:ILABLE BUDGET	PCT USED
01030400	501105	OVERTIME	29,840	0	29,840	6,897.04	.00	22,942.96	23.1%
01030400	501888	QNIFORMALL	500	0	500	587.98	112.02	-200.00	140.0%*
01030400	522204	CONTRACTUA	1,849,334	0	1,849,334	605,885.67	1,801.24	1,241,647.09	32.9%
01030400	522207	SPECCONTR	64,100	0	64,100	13,948.30	21,764.20	28,387.50	55.7%
01030400	534402	PROGRAM SU	8,000	0	8,000	4,512.53	.00	3,487.47	56.4%
01030400	578801	MNTNCE-SV	1,298	0	1,298	1,336.94	.00	-38.94	103.0%*
01030400	581886	HAZARDOUS	15,000	0	15,000	6,973.00	.00	8,027.00	46.5%
01030400	581888	CAPITAL OU	10,000	0	10,000	.00	.00	10,000.00	.0%
01030400	589901	RNTLS-A/LS	30,597	0	30,597	.00	.00	30,597.00	.0%
TOTAL RECYCLING CENTER			2,197,707	0	2,197,707	719,677.03	23,677.46	1,454,352.51	33.8%
01030500 TOWN ENGINEER									
01030500	501101	FULL TIME/	457,239	0	457,239	191,895.09	.00	265,343.91	42.0%
01030500	501105	OVERTIME	12,000	0	12,000	3,273.60	.00	8,726.40	27.3%
01030500	501106	LONGEVITY	850	0	850	850.00	.00	.00	100.0%
01030500	501888	UNIFORMALL	840	0	840	159.99	830.01	-150.00	117.9%*
01030500	522202	PROFESSION	5,000	0	5,000	.00	.00	5,000.00	.0%
01030500	522203	SYS-ANCLRY	4,000	0	4,000	.00	.00	4,000.00	.0%
01030500	522204	SVS-CONTRC	9,400	0	9,400	4,400.00	.00	5,000.00	46.8%
01030500	534401	OFFICE SUP	2,800	0	2,800	1,007.72	50.56	1,741.72	37.8%
01030500	534402	PROGRAM SU	3,500	0	3,500	.00	.00	3,500.00	.0%
01030500	545501	LEGAL NOT!	280	0	280	.00	.00	280.00	.0%
01030500	556602	PRF DUES	1,555	0	1,555	.00	.00	1,555.00	.0%
01030500	578802	EQUIPMENT/	2,000	0	2,000	393.50	.00	1,606.50	19.7%
TOTAL TOWN ENGINEER			499,464	0	499,464	201,979.90	880.57	296,603.53	40.6%
TOTAL PUBLIC WORKS			8,610,912	0	8,610,912	3,223,015.88	370,157.39	5,017,738.73	41.7%
04 PUBLIC HEALTH									
01040000 HEALTH DISTRICT									
01040000	522205	PROGRAM EX	257,956	0	257,956	128,975.00	.00	128,981.00	50.0%
TOTAL HEALTH DISTRICT			257,956	0	257,956	128,975.00	.00	128,981.00	50.0%
01040200 VITAL STATISTICS									
01040200	522205	PROGRAM EX	500	0	500	.00	.00	500.00	.0%

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ACCOUNTS FOR: 01 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01040200 578803 PROGRAM-RE	500	0	500	.00	.00	500.00	.0\
TOTAL VITAL STATISTICS	1,000	0	1,000	.00	.00	1,000.00	.0%
01040400 NURSING - SENIORS							
01040400 501102 SAL-PT/PER	30,000	0	30,000	12,075.69	.00	17,924.31	40.3\
01040400 501106 SAL-LNGVIT	200	0	200	.00	.00	200.00	.0%
01040400 534402 MTLN-PROG	250	0	250	.00	.00	250.00	.0\
01040400 556602 PRF DUES	25	0	25	.00	.00	25.00	.0%
01040400 567703 TBNSP-TRV	100	0	100	.00	.00	100.00	.0%
TOTAL NURSING - SENIORS	30,575	0	30,575	12,075.69	.00	18,499.31	39.5%
01060400 NON PUBLIC SCHOOL							
01060400 501101 SAL-FT/PER	265,685	0	265,685	82,920.48	.00	182,764.52	31.2%
01060400 501102 SAL-ETIPER	14,925	0	14,925	6,100.00	.00	8,825.00	40.9%
01060400 501104 SAL-VAC. W	2,534	0	2,534	.00	.00	2,534.00	.0%
01060400 501106 SAL-LNGVIT	999	0	999	999.00	.00	.00	100.0\
01060400 534402 MTLN-PROG	900	0	900	228.81	.00	671.19	25.4\
01060400 556601 PRF DV-SEM	60	0	60	630.00	.00	-570.00	1050.0%*
01060400 567703 TBNSP-TRV	100	0	100	.00	.00	100.00	.0%
TOTAL NON PUBLIC SCHOOL	285,203	0	285,203	90,878.29	.00	194,324.71	31.9\
TOTAL PUBLIC HEALTH	574,734	0	574,734	231,928.98	.00	342,805.02	40.4%
05 SOCIAL SERVICES							
01050000 SOCIAL SERVICES							
01050000 501101 FULL TIME/	90,638	0	90,638	41,779.71	.00	48,858.29	46.1%
01050000 501102 PART TIME/	15,590	0	15,590	5,588.75	.00	10,001.25	35.8\
01050000 501103 SAL-SEASON	0	0	0	1,852.68	.00	-1,852.68	100.0%*
01050000 501105 SAL-OVRTIM	0	0	0	13,327.12	.00	-13,327.12	100.0%*
01050000 501106 LONGEVITY	425	0	425	412.00	.00	13.00	96.9\



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 TOWN OF TRUMBULL
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ACCOUNTS	FOR:		ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
01	GENERAL	FUND	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCOMBRANCES	BUDGET	USED
QJ.Q50000	53HQJ.	MILS-OFFCE	800	0	800	182.29	.00	617.71	22.8%
QI050000	556601	ERE D:II-SEM	150	0	150	.00	.00	150.00	.0%
01050000	581888	CAETIAL OIL	2,000	0	2,000	.00	.00	2,000.00	.0%
QI050000	589901	ANNUAL REN	410	0	410	.00	.00	410.00	.0%
QI050000	59QQ14	IET.EEHQHE	1,944	0	1,944	965.16	.00	978.84	49.6%
TOTAL SOCIAL SERVICES			111,957	0	111,957	64,107.71	.00	47,849.29	57.3%
01050200 COUNSELING CENTER									
QJ.050200	5Q11Q1	FULL TITMEL	207,848	0	207,848	87,936.25	.00	119,911.75	42.3%
01050200	501105	SAL-OVRIIM	570	0	570	682.08	.00	-112.08	119.7%*
QJ.Q50200	5Q1106	SAL-LNGVIT	1,275	0	1,275	1,275.00	.00	.00	100.0%
01050200	522202	SVS-EROF	3,000	0	3,000	.00	.00	3,000.00	.0%
QJ.050200	522205	EROG EXE	0	0	0	315.00	.00	-315.00	100.0%*
01050200	53H01	MILS-QEECE	1,138	0	1,138	724.35	25.49	388.16	65.9%
QI050200	534102	MII..S-ERQ	750	0	750	.00	.00	750.00	.0%
QJ.050200	515503	EUB REL	300	0	300	.00	.00	300.00	.0%
QI050200	556602	ERF DUES	958	0	958	346.00	.00	612.00	36.1%
01050200	56:2703	IRNSE-IR:11	1,500	0	1,500	116.55	.00	1,383.45	7.8%
QI050200	578801	MNTNCE SV	2,408	0	2,408	556.66	563.51	1,287.83	46.5%
QJ.050200	5900:1.1	TITIL.. HEAT	2,135	0	2,135	710.69	.00	1,424.31	33.3%
QI050200	59QQ12	TITIL.-ELECT	2,503	0	2,503	962.70	.00	1,540.30	38.5%
QI050200	59QQ13	UTIL-WATER	203	0	203	51.57	.00	151.43	25.4%
QI050200	5900H	UTIL,-PHONE	1,701	0	1,701	835.77	.00	865.23	49.1%
TOTAL COUNSELING CENTER			226,289	0	226,289	94,512.62	589.00	131,187.38	42.0%
01050400 YOUTH COMMISSION									
QJ.Q50100	501102	PART TIMEL	46,904	0	46,904	21,101.21	.00	25,802.79	45.0%
01050100	522205	ERQGRAM EX	6,000	0	6,000	2,000.00	.00	4,000.00	33.3%
01050100	53H02	EEQGRAM Sll	1,541	0	1,541	69.38	.00	1,471.62	4.5%
01050100	515503	EUBLIC EEL	685	0	685	550.00	.00	135.00	80.3%
QI050100	567703	:I:RAVEL REI	300	0	300	283.10	.00	16.90	94.4%
TOTAL YOUTH COMMISSION			55,430	0	55,430	24,003.69	.00	31,426.31	43.3%
01050600 SENIOR CITIZENS' SERVICES									
QI050200	5Q11Q1	FULL IIMEL	31,524	0	31,524	9,889.30	.00	21,634.70	31.4%





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ACCOUNTS FOR: 01	GENERAL FUND	ORJ:GINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
01050600	501102	PART TIME/	92,678	0	92,678	38,732.78	.00	53,945.22	41.8%
01050600	501105	SAL-OVRTIM	0	0	0	2,290.44	.00	-2,290.44	100.0%*
01050600	501106	LONGEVITY	213	0	213	213.00	.00	.00	100.0%
01050600	522201	CLERICAL F	600	0	600	120.00	.00	480.00	20.0%
01050600	522203	SVS-ANCLRY	9,100	0	9,100	.00	.00	9,100.00	.0%
01050600	522205	PROGRAM EX	44,130	0	44,130	10,674.74	412.89	33,042.37	25.1%
01050600	534401	OFFICE SUP	1,231	0	1,231	630.53	285.91	314.56	74.4%
01050600	534403	MTLS-CLNG	1,700	0	1,700	447.00	.00	1,253.00	26.3%
01050600	545502	PUBLIC REP	400	0	400	.00	.00	400.00	.0%
01050600	556601	PRF DV-SEM	75	0	75	.00	.00	75.00	.0%
01050600	567703	TRAVEL RET	300	0	300	.00	.00	300.00	.0%
01050600	578801	SERVICE CO	6,988	0	6,988	1,025.79	735.91	5,226.30	25.2%
01050600	578802	EQUIPMENT/	4,000	0	4,000	4,000.00	.00	.00	100.0%
01050600	578804	MNTNCE-RFS	1,368	0	1,368	664.26	.00	703.74	48.6%
01050600	581888	CAPITAL OU	8,513	0	8,513	.00	.00	8,513.00	.0%
01050600	590011	UTIL-HEAT	9,385	0	9,385	1,358.48	.00	8,026.52	14.5%
01050600	590012	ELECTRICIT	20,417	0	20,417	4,703.82	.00	15,713.18	23.0%
01050600	590013	WATER	1,426	0	1,426	372.12	.00	1,053.88	26.1%
01050600	590014	TELEPHONE	3,597	0	3,597	1,647.56	.00	1,949.44	45.8%
TOTAL SENIOR CITIZENS' SERVICES			237,645	0	237,645	76,769.82	1,434.71	159,440.47	32.9%
TOTAL SOCIAL SERVICES			631,321	0	631,321	259,393.84	2,023.71	369,903.45	41.4%
06 EDUCATION									
01060000 EDUCATION									
01060000	511152	FRINGE-WC	0	0	0	17,636.52	.00	-17,636.52	100.0%*
01060000	522204	SVS-CONTRC	174,047	0	174,047	13,459.56	.00	160,587.44	7.7%
01060000	522205	PROG EXP	90,479,175	0	90,479,175	16,550,246.18	.00	73,928,928.82	18.3%
01060000	567703	TRNSP-TRV	857,851	0	857,851	6,355.16	.00	851,495.84	.7%
01060000	578805	XTRA ITEM	0	0	0	3,900.00	.00	-3,900.00	100.0%*
01060000	589901	RNTLS-AILS	240,432	0	240,432	48,068.53	.00	192,363.47	20.0%
01060000	595888	INT-BOND	2,397,813	0	2,397,813	1,028,608.26	.00	1,369,204.74	42.9%
01060000	597888	PRINC-BOND	4,767,300	0	4,767,300	3,134,500.00	.00	1,632,800.00	65.8%
TOTAL EDUCATION			98,916,618	0	98,916,618	20,802,774.21	.00	78,113,843.79	21.0%
01060200 SCHOOL NURSES									
01060200	501101	FULL TIME/	655,964	0	655,964	261,349.02	.00	394,614.98	39.8%



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ACCOUNTS FOR: 01 GENERAL FUND	ORJ:GJ:NAL APPROP	TRANFRS/ ADJSTMTS	REVJ:SED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAJ:LABEL BUDGET	PCT USED
Q1Q2Q2QQ SQ11Q2 PART TIM'i:l	33,000	0	33,000	9,871.50	.00	23,128.50	29.9%
Q1QfiQ2QQ SQ11Q RELIEE{ILAC	7,395	0	7,395	9,068.75	.00	-1,673.75	122.6%*
Q1QfiQ2QQ SQ11QS SAL-QVRTIM	0	0	0	1,535.10	.00	-1,535.10	100.0%*
Q10fi02QQ SQ11Qfi LQN EVITY	901	0	901	901.00	.00	.00	100.0%
Q1QfiQ2QQ S344Q1 OFFICE SLP	722	0	722	533.28	.00	188.72	73.9%
Q1QfiQ2QQ SH Q2 BROGS:UEEL	2,058	0	2,058	478.15	.00	1,579.85	23.2%
Q1QfiQ2QQ S SSQ EQSTAGE	120	0	120	.00	.00	120.00	.0%
Q1QfiQ2QQ 552601 PRF DV-SEM	120	0	120	50.00	.00	70.00	41.7%
Q1QfiQ2QQ 552602 PRF DV-PB,F	240	0	240	.00	.00	240.00	.0%
Q1QfiQ2QQ 52:Z:ZQ3 TRAVEL RET	820	0	820	.00	.00	820.00	.0%
Q1QfiQ2QQ S:ZBBQ1 MNTNCE-SY	1,397	0	1,397	565.64	383.74	447.62	68.0%
TOTAL SCHOOL NURSES	702,737	0	702,737	284,352.44	383.74	418,000.82	40.5%
01060600 BUSINESS/EDUCATION INITIATIVE							
Q1QfiQ2QQ 522202 SVS-PROF	20,000	0	20,000	4,787.75	.00	15,212.25	23.9%
Q106Qf.i00 5222Q CONTRACTUA	8,000	0	8,000	300.00	.00	7,700.00	3.8%
Q1QfiQ2QQ 5222QS PROEXP	10,000	0	10,000	3,695.15	.00	6,304.85	37.0%
Q1Q2QfiQQ 53 Q1 QEEICE SUE	450	0	450	24.56	.00	425.44	5.5%
Q1Qf.i0f.i00 534402 BRQ RAM SU	300	0	300	189.95	.00	110.05	63.3%
Q1Qf.i0f.i00 545502 EUBLIC REE	300	0	300	.00	.00	300.00	.0%
Q1Qf.i0600 5fi77Q3 I:RNSP-J:RV	100	0	100	.00	.00	100.00	.0%
Q1QfiQfiQQ 59QQ11 HEAT	2,738	0	2,738	298.62	.00	2,439.38	10.9%
Q1QfiQ2QQ 5 0012 ELECTRICIT	2,479	0	2,479	977.20	.00	1,501.80	39.4%
Q1Q2Q2QQ 59QQ14 TELEPHONE	358	0	358	170.10	.00	187.90	47.5%
TOTAL BUSINESS/EDUCATION INITIATIVE	44,725	0	44,725	10,443.33	.00	34,281.67	23.4%
TOTAL EDUCATION	99,664,080	0	99,664,080	21,097,569.98	383.74	78,566,126.28	21.2%
07 LIBRARIES							
01070000 LIBRARIES							
Q1Q:ZQQQQ SQ11Q1 Elli.oL IIME1	842,600	0	842,600	325,264.98	.00	517,335.02	38.6%
Q1Q:ZQQQQ SQ11Q2 PART IIME1	308,747	0	308,747	132,590.68	.00	176,156.32	42.9%
Q1Q70000 SQ11Q5 LIBRARY-Q	21,935	0	21,935	7,434.39	.00	14,500.61	33.9%
Q1Q:ZQQQQ SQ11Qfi I,QNGEVITY	2,125	0	2,125	1,700.00	.00	425.00	80.0%



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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

PG 20
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FOR 2013 13

ACCOUNTS 01	FOR: GENERAL	FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01070000	522201	CLERICAL F	720	0	720	180.00	.00	540.00	25.0%
01070000	522205	PROGRAM EX	11,000	0	11,000	6,678.04	10.92	4,311.04	60.8%
01070000	534401	OFFICE SUP	24,000	0	24,000	6,839.94	2,310.47	14,849.59	38.1%
01070000	534402	PROGRAM SU	172,000	0	172,000	62,226.39	40,444.30	69,329.31	59.7%
01070000	545504	POSTAGE	500	0	500	27.82	.00	472.18	5.6%
01070000	578801	SERVICE CO	5,383	0	5,383	2,112.62	385.00	2,885.38	46.4%
01070000	578802	EQUIPMENT/	29,217	0	29,217	26,618.25	.00	2,598.75	91.1%
01070000	578803	PROGRAM-RE	4,750	0	4,750	133.94	31.99	4,584.07	3.5%
01070000	578804	REFUSE REM	2,479	0	2,479	1,203.42	.00	1,275.58	48.5%
01070000	581888	CAPITAL OU	11,835	0	11,835	.00	.00	11,835.00	.0%
01070000	589901	ANNUAL REN	27,573	0	27,573	7,846.80	7,887.20	11,839.00	57.1%
01070000	590011	HEAT	17,901	0	17,901	2,181.82	.00	15,719.18	12.2%
01070000	590012	ELECTRICIT	77,787	0	77,787	25,913.88	.00	51,873.12	33.3%
01070000	590013	WATER	1,856	0	1,856	497.26	.00	1,358.74	26.8%
01070000	590014	TELEPHONE	11,073	0	11,073	4,026.83	.00	7,046.17	36.4%
TOTAL LIBRARIES			1,573,481	0	1,573,481	613,477.06	51,069.88	908,934.06	42.2%
TOTAL LIBRARIES			1,573,481	0	1,573,481	613,477.06	51,069.88	908,934.06	42.2%
08 RECREATION AND PARKS									
01080000 PUBLIC EVENTS									
01080000	522205	PROGRAM EX	20,000	60,000	80,000	4,794.27	1,121.00	74,084.73	7.4%
TOTAL PUBLIC EVENTS			20,000	60,000	80,000	4,794.27	1,121.00	74,084.73	7.4%
01080400 RECREATION									
01080400	501101	FULL TIME/	167,048	0	167,048	70,674.35	.00	96,373.65	42.3%
01080400	501102	PART TIME/	25,631	0	25,631	11,912.46	.00	13,718.54	46.5%
01080400	501105	SAL-OVRTIM	1,730	0	1,730	3,241.00	.00	-1,511.00	187.3%*
01080400	501106	SM-LNGVIT	850	0	850	850.00	.00	.00	100.0%
01080400	522205	PROG EXP	277,500	0	277,500	229,263.40	.00	48,236.60	82.6%
01080400	534402	PROGSUPPL	11,583	0	11,583	9,625.05	.00	1,957.95	83.1%
01080400	556601	PRF DV-SEM	400	0	400	.00	.00	400.00	.0%
01080400	556602	PRF DV-PRF	400	0	400	.00	.00	400.00	.0%
01080400	567703	TRNSP-TRV	2,220	0	2,220	1,576.76	.00	643.24	71.0%



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 TOWN OF TRUMBULL
 YEAR-TO-DATE BUDGET REPORT

 PG 21
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FOR 2013 13

ACCOUNTS FOR: 01	GENERAL FUND		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01080400	578801	MNINCE-SV	1,210	0	1,210	90.00	.00	1,120.00	7.4%
01080400	578804	MNINCE-RFS	684	0	684	311.28	.00	372.72	45.5%
TOTAL RECREATION			489,256	0	489,256	327,544.30	.00	161,711.70	66.9%
01080600 PARKS									
01080600	501101	FULL TIME/	920,378	0	920,378	384,952.48	.00	535,425.52	41.8%
01080600	501103	SEASONAL/IT	102,510	0	102,510	61,659.79	.00	40,850.21	60.2%
01080600	501105	OVERTIME	37,000	0	37,000	15,632.35	.00	21,367.65	42.2%
01080600	501106	LONGEVITY	2,275	0	2,275	1,850.00	.00	425.00	81.3%
01080600	501120	AED STIP	1,200	0	1,200	800.00	.00	400.00	66.7%
01080600	501888	UNIFORM AL	11,890	0	11,890	3,212.92	487.08	8,190.00	31.1%
01080600	522201	SVS-CLRC	4,050	0	4,050	1,687.50	.00	2,362.50	41.7%
01080600	522203	SVS-ANCLRY	209,400	0	209,400	.00	209,400.00	.00	100.0%
01080600	534401	MTLS-OFFCE	750	0	750	477.56	165.00	107.44	85.7%
01080600	534402	PROGRAM SU	67,000	0	67,000	45,714.27	11,068.44	10,217.29	84.8%
01080600	534403	MTLS-CLNG	5,600	0	5,600	461.70	3,538.30	1,600.00	71.4%
01080600	545503	POBLIC REL	5,500	0	5,500	1,130.00	2,370.00	2,000.00	63.6%
01080600	556601	PRF DV-SEM	750	0	750	.00	.00	750.00	.0%
01080600	578801	SERVICE CO	10,414	0	10,414	.00	.00	10,414.00	.0%
01080600	578802	EQUIPMENT/	22,000	0	22,000	8,866.15	10,941.18	2,192.67	90.0%
01080600	578803	PROG&AM-RE	49,852	0	49,852	19,571.77	8,039.76	22,240.47	55.4%
01080600	578804	MNINCE-RFS	426	0	426	172.40	.00	253.60	40.5%
01080600	581888	CAPITAL OU	38,812	0	38,812	6,856.07	10,230.00	21,725.93	44.0%
01080600	589901	ANNUAL REN	39,148	0	39,148	.00	.00	39,148.00	.0%
01080600	589902	OCCASIONAL	7,000	0	7,000	.00	.00	7,000.00	.0%
01080600	590011	HEAT	9,025	0	9,025	273.90	.00	8,751.10	3.0%
01080600	590012	ELECTRICIT	103,428	0	103,428	41,766.66	.00	61,661.34	40.4%
01080600	590013	WATER	55,647	0	55,647	31,565.92	.00	24,081.08	56.7%
01080600	590014	TELEPHONE	19,057	0	19,057	7,276.29	.00	11,780.71	38.2%
TOTAL PARKS			1,723,112	0	1,723,112	633,927.73	256,239.76	832,944.51	51.7%
01080800 TREE WARDEN									
01080800	501101	FULL TIME/	21,043	0	21,043	8,902.74	.00	12,140.26	42.3%
01080800	522205	PROGRAM EX	70,000	0	70,000	31,139.91	7,828.83	31,031.26	55.7%
01080800	578806	EMERG SERV	25,000	0	25,000	30,625.20	.00	-5,625.20	122.5%*
TOTAL TREE WARDEN			116,043	0	116,043	70,667.85	7,828.83	37,546.32	67.6%



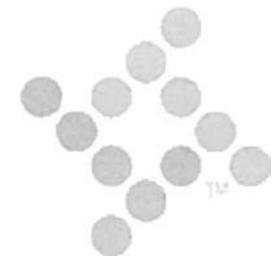


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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

FOR 2013 13

ACCOUNTS FOR: 01 GENERAL FOND	ORJ:GJ:NAL APPROP	TRANFRS/ ADJSTMTS	REVJ:SED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAJ:LABEL BUDGET	PCT USED
01080900 ARTS COMMISSION							
010605100 501102 SM-PT/PER	181874	0	181874	71752.45	.00	111121.55	41.1%
01060000 522201 SYS-CLRC	480	0	480	.00	.00	480.00	.0%
01060000 522205 PROGRAM EX	61000	0	61000	31208.24	.00	21791.76	53.5%
01080200 534401 OFFICE SUP	420	0	420	332.41	.00	87.59	79.1%
01060200 55503 COM-PUB RL	31000	0	31000	11626.00	.00	11374.00	54.2%
01060000 562703 IRHSE-IRV	100	0	100	.00	.00	100.00	.0%
TOTAL ARTS COMMISSION	281874	0	281874	121919.10	.00	151954.90	44.7%
TOTAL RECREATION AND PARKS	213771285	601000	214371285	110491853.25	2651189.59	111221242.16	54.0%
09 DEBT SERVICE							
01090000 DEBT SERVICE							
010510000 595868 INTEREST G	6711305	0	6711305	6651923.81	.00	51381.19	99.2%
01020000 5966118 INTEREST	2851500	0	2851500	-2861237.40	.00	5711737.40	100.3%
01020000 597868 GLQ aQNDS	311661595	0	311661595	210771875.00	.00	110881720.00	65.6%
TOTAL DEBT SERVICE	411231400	0	411231400	214571561.41	.00	116651838.59	59.6%
TOTAL DEBT SERVICE	411231400	0	411231400	214571561.41	.00	116651838.59	59.6%
TOTAL GENERAL FUND	14616351150	811750	14617161900	4210661911.08	110491392.01	10316001596.91	29.4%
TOTAL EXPENSES	14616351150	811750	14617161900	4210661911.08	110491392.01	10316001596.91	





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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

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glytdbud

FOR 2013 13

	ORJ:GINAL APPROP	TRANFRS/ ADJSTMTS	REVJ:SED BUDGET	YTD EXPENDED	ENCVMBRANCES	AVAJ:LABLE BUDGET	PCT USED
GRAND TOTAL	146,635,150	81,750	146,716,900	42,066,911.08	1,049,392.01	103,600,596.91	29.4%

** END OF REPORT - Generated by Maria Pires **



DRAFT- Subject to Modification and Approval

**BOARD OF FINANCE
MINUTES
November 8, 2012**

CALL TO ORDER

Chairman Elaine Hammers called the Board of Finance meeting to order at 7:03p.m. at the Town Hall, Trumbull, Connecticut. All those present joined in the Pledge of Allegiance.

PUBLIC COMMENT

There was no public comment.

Members present and absent as follows:

PRESENT

Chairman, Elaine Hammers
Paul Lavoie
Dave Rutigliano
Tom Tesoro
Andrew Palo
Vincent DeGennaro, Alternate
Cindy Penkoff, Alternate
Susan LaFrance, Alternate

ABSENT

Steve Lupien

Also present: Maria Pires, Finance Director; John Ponzio, Treasurer; James Henderson, Auditor

The Chairman indicated that Mr. DeGennaro would be voting for Mr. Lupien.

Vote: 6/0/0 motion carries

FY 2013 TRANSFER

11-08-01	Jamie Bratt Director of Planning & Development	FROM: 01014200-552202 Services Professional	\$4,000
		TO: 01014200-556601 Prof. Dev-Seminars	\$4,000

Mr. Lavoie moved, seconded by Mr. Rutigliano, to transfer \$4,000 from the Services Professional account 01014200-552202 to the Prof. Dev-Seminars account 01014200-556601.

Vote: 6/0/0 motion carries

Ms. Bratt indicated that the funds would be diverted from the blight remediation line item of the Professional Services account of \$5,000, leaving a balance of \$1,000. The funds will then be used to replenish the Professional Development-Seminars Account, only budgeted with \$400.

Mr. Tesoro asked how much of the \$4,000 is for training that is legally mandated versus professional development. Ms. Bratt did not believe that any was legally mandated by State Statute; however, she indicated CAZEO Certification is an important training for full-time zoning enforcement officers to be able to do his or her job in compliance with local and state regulations and also to know about best practices.

You will see a couple of budgeted line items for legislative training sessions. That is something that the Staff has universally said is very valuable to them. It is put on by the Connecticut Bar Association once every two years, so you won't see the expense next year.

The laws relating to local planning and zoning do change; in fact there has been a significant change this year due to bonding and it is universally important for them to stay up-to-date. Mr. Tesoro indicated that in the past professional development had normally been limited to mandated items.

Ms. Penkoff asked Ms. Bratt if the \$1,000 left in the account would be sufficient based on the last two years usage. Ms. Bratt replied that it was sufficient. She went on to add that the Town Council had just passed a resolution regarding blight remediation, which would allow the Town to perform work on property with a waiver signed by the owner. This would include cutting overly long grass, brush and weeds, as it pertained to harboring rodents. When it goes into effect, sufficient funds will be allocated.

The Chair asked Ms. Bratt to explain the ICSC Conference. Ms. Bratt indicated that a piece of her job description now relates to business growth and Mr. Lavernoch feels that it would be very beneficial for her to attend.

TOWN TREASURER'S REPORT- John Ponzio

Mr. Ponzio presented his monthly report:

- Cash balances are very healthy now. October is the second best collections month of the year, after July and that is why the TO bank account is so high; it was swept out the next day.
- No payables went out last week; due to the storm, we sent out twice as many this week and no vendors should be complaining.
- Large cash balances in investment accounts; it is becoming harder to find government investment accounts due to the interest rate. Janney has found a \$250,000 Fannie Mae mortgage backed security. We should settle on the by the end of next week. The rate will be in the low 2's.
- Merrill Lynch is getting out of the institutional investment business. They are no longer going to handle government securities. The Bank of America bought out Merrill Lynch a few years ago. We will move out of Merrill Lynch probably to Morgan Stanley shortly.
- We are on budget with our earnings year to date and we will be able to meet our budget this year.
- Pension Board report will give us a better idea of how pension funds are doing through the 3rd quarter and will report at the next meeting.
- In connection with the State reimbursements for the Trumbull High School project, we appear to have cleared up \$30 million of costs that the state had suspended and has now been approved; we should receive between \$7-8 million in December. We are funding bills from the town funds.

Ms. Penkoff asked what we will lose in interest by funding the school bills and the extension of tax payments until November 15. Mr. Ponzio indicated that he did not feel that the interest lost was a significant amount. She then asked if the Town has taken any additional financial hits due to the storm. Mr. Ponzio indicated that he was fairly certain that there was no damage.

Mr. Tesoro asked if there is a significant amount of lost opportunity by funding the school bills. Mr. Ponzio indicated that \$800,000 was paid today from the Town funds and he would need to look at those bills and get back to him; however, any lost interest would not be recoverable from the state.

AUDITOR'S REPORT – Jim Henderson

Mr. Henderson presented his monthly report:

- The summary sheet shows all the special funds accounts that were set-up for a special purpose or a special event. Some of these purposes or events have gone away. The summary shows the department, fund number, fund name, fund balance, and fund use.

- Looking for opportunities for closure or consolidation of accounts.
- Will make recommendations in the final report as to what should be done.

Ms. Penkoff requested the following information be supplied for each fund: who is in charge, who can authorize expenditures, and when was the last time it was used. In addition, she requested that all the variables that will be used to determine what should be done with these accounts be provided to the Board of Finance.

Mr. Palo requested that the status be included, indicating whether the account is active or inactive.

The Chair asked if there is a procedure for establishing an account and one for deleting it. In the event of a negative balance, what do we need to do to close the account from an accounting standpoint? Ms. Pires suggested combining different accounts that we want to close and hopefully the negative balances will be eliminated; if not we will have to go to the Board of Finance for a supplemental.

The Chair indicated concern that when we do a budget, we do not see that there are additional funds being disbursed via a special fund; for example, the recreation department. All monies spent by a department must come through the Board of Finance; otherwise, it is comparable to keeping a second set of books. The Chair went on to add that there are certain accounts that cannot go into the general fund and must be kept separate; however, there are far more now than there should be.

Ms. Penkoff indicated that she wants to see the detail on the specific use of accounts such as the Police Department Seizures account.

Mr. Tesoro indicated that he would like to know when these accounts were created; if they were created before Munis was implemented.

In addition, it was agreed that any special accounts that also have a budget need to be addressed. It appears that a second set of books is being kept and the Board of Finance should be aware if there is additional funding in addition to the approved budget.

The Chair asked that Mr. Henderson group the special accounts by department for analysis and presentation.

DISCUSSION ITEMS

- The Chair congratulated Mr. Rutigliano on his election to Trumbull's 123rd District seat in the state House of Representatives.
- Year to Date Budget to Actual Report-Expenditures FY 2013
Ms. Pires indicated that the expenses are in line and directed everyone to page 6 where she pointed out that the actuarial expenses are currently over budget. Ms. Pires explained that this occurred because we are currently using both actuarial services as we transition to BPS&M. In addition, she added that FEMA would be coming in on Friday, November 9, 2012 to go over our reimbursement.

Mr. Tesoro asked if we had any structural damage with town buildings; Ms. Pires indicated that we did not.

Mr. Rutigliano asked how town employees were paid, since they did not come to work. Ms. Pires indicated that the town paid employees for the lost time.

Ms. Penkoff noted the tax collector overtime was over budget. Ms. Pires indicated that the account needs to be reviewed and increased for next year.

APPROVAL OF MINUTES – September 24, 2012

Mr. Tesoro moved, seconded by Mr. Rutigliano, to amend the September 24, 2012 minutes, as follows, on page 3:

Mr. Kennedy indicated that the pool has been tested, and we have a very good solid pool that will last for quite a while once the repairs are completed. Mr. Tesoro then asked Mr. Kennedy, "How long is quite a while". Mr. Kennedy did not respond.

Vote to amend the minutes: 5/0/1 (Palo abstained)

Mr. Lavoie moved, seconded by Mr. Rutigliano, to approve the September 24, 2012 minutes as amended on page 3

Vote to approve the minutes: 5/0/1 (Palo abstained)

ADJOURNMENT

By unanimous consent, the meeting adjourned at 7:50 p.m.

Respectfully submitted,

Phyllis C. Collier
Board of Finance Clerk