

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

**DATE:** May 14, 2015  
**TIME:** 7:00 P.M.  
**PLACE:** Council Chambers

**AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

**TOWN TREASURER'S REPORT** – John Ponzio (to follow)

**TAX COLLECTOR SUSPENSION REPORT** – Donna Pellitteri

**FISCAL YEAR 2014-2015 TRANSFER**

5-15-01	Jamie Bratt Director of Economic Development	From: 01014200-522202 P&Z-Professional Services	\$ 5,000
		To: 01014200-501105 P&Z-Salaries-OT	\$ 5,000
To cover OT in P&Z due to sharing the clerical staff with HR			

**FISCAL YEAR 2014-2015 TRANSFER**

5-15-02	Jamie Bratt Director of Economic Development	From: 01014200-500101 P&Z-Salaries-FT	\$ 4,500
		To: 01014200-501103 P&Z-Salaries-Seasonal- Temp	\$ 4,500
To cover for a temporary PT to assist until the vacant position (P&Z) due to the promotion is filled			

**FISCAL YEAR 2014-2015 TRANSFER**

5-15-03	Maria Pires Director of Finance	From: 01011400-501101 BOF-Salaries-FT	\$15,040
		To: 01011400-522202 BOF-Professional Services	\$15,040
To fund for a temp-to-hire Internal Auditor			

**FISCAL YEAR 2014-2015 TRANSFER**

5-15-04	Timothy Herbst First Selectman	See attached  For a review of the operations of the Recreation, Parks and Golf	\$45,500
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**FISCAL YEAR 2014-2015 SUPPLEMENTAL APPROPRIATION (If item #5-14-03 doesn't get approved)**

5-15-05	Timothy Herbst First Selectman	From: Fund Balance  To: 01011400-522202 BOF-Professional Services  010180400-522202 Rec-Professional services  01080600-522202 Parks-Professional Services  For a review of the operations of the Recreation, Parks and Golf	\$45,500  \$15,166  \$15,167  \$15,167
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**FISCAL YEAR 2014-2015 TRANSFER**

5-15-06  to  5-15-11	Maria Pires Director of Finance	See attached	\$ 1,680
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**DISCUSSION ITEMS**

- Senior Volunteer Tax Relief
- Year to Date Budget to Actual Report – GF Expenditures FY 2015
- Year to Date Budget to actual Report – Special agency funds FY 2015 (to follow)

**APPROVAL OF MINUTES**

- March 3, 2015 – Budget Vote
- April 9, 2015

**ADJOURNMENT**

TAX DEPARTMENT  
*Town of Trumbull*  
CONNECTICUT

DONNA M. PELLITTERI  
TAX COLLECTOR



5866 MAIN STREET  
TRUMBULL, CT 06611-0326  
PHONE (203)452-5024

**TAX COLLECTOR'S CERTIFICATION TO THE BOARD OF FINANCE  
RECOMMENDING TRANSFER OF UNCOLLECTIBLE PROPERTY TAXES  
TO THE SUSPENSE TAX BOOK.**

The following is a list of uncollectible taxes for transfer to the suspense tax book. It is respectfully submitted for your examination and approval.

**TOTAL FOR TAX YEAR 2011**

**Personal Property           \$ 82,051.57**

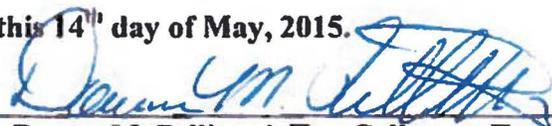
**Motor Vehicles             \$106,518.76**

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**GRAND TOTAL               \$188,570.33**

I hereby certify that to the best of my knowledge and belief each tax in the above statement has not been paid, is uncollectible, and should be transferred to the suspense tax book.

Dated at Trumbull, CT this 14<sup>th</sup> day of May, 2015.

Respectfully submitted,   
Donna M. Pellitteri, Tax Collector, Town of Trumbull

TO: Donna M. Pellitteri, Tax Collector, Town of Trumbull

A detailed examination has been made of the above statement, dated this 14th day of May, 2015, recommending the transfer of certain uncollectible taxes to the suspense tax book. The taxes listed in such statement are believed to be uncollectible and pursuant to section 12-165 of the General Statutes authority is hereby given you to transfer such taxes, in accordance with the law, to the suspense tax book.

**Elaine Hammers, Chairperson Board of Finance**

Dated at Trumbull, CT this 14<sup>th</sup> day of May, 2015.

## Process Suspense Report

OFFICE OF THE TAX COLLECTOR

Date: 04/16/2015

Time: 10:44:29

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Condition (s): Year: 2013, Type: 02 - PP, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011-02-0040007	L	A DICOCO CONSTRUCTION CO INC	SU	SUSPENSE	04/16/2015	2.22	0.00	0.00	2.22
2011-02-0040056	T	AMAYA GENERAL CONTRACTOR	SU	SUSPENSE	04/16/2015	1,124.02	0.00	0.00	1,124.02
2011-02-0040066	L	ANAIS GVANI	SU	SUSPENSE	04/16/2015	403.08	0.00	0.00	403.08
2011-02-0040070	N	ANDREW VERAS	SU	SUSPENSE	04/16/2015	46.37	0.00	0.00	46.37
2011-02-0040078	T	ANTHONY'S MASONRY LLC	SU	SUSPENSE	04/16/2015	78.62	0.00	0.00	78.62
2011-02-0040105	L	ATIANA'S BOUTIQUE	SU	SUSPENSE	04/16/2015	2,216.96	0.00	0.00	2,216.96
2011-02-0040106	L	ATILHO EXCAVATING/CONSTRUCTION	SU	SUSPENSE	04/16/2015	117.00	0.00	0.00	117.00
2011-02-0040108	L	AUSTRIAN DONALD J MD	SU	SUSPENSE	04/16/2015	133.28	0.00	0.00	133.28
2011-02-0040127	L	BAKER FOOTWEAR GROUP INC	SU	SUSPENSE	04/16/2015	750.84	0.00	0.00	750.84
2011-02-0040130	L	BALANCE CONTROL	SU	SUSPENSE	04/16/2015	591.16	0.00	0.00	591.16
2011-02-0040132	L	BANANA BERRY	SU	SUSPENSE	04/16/2015	2,687.12	0.00	0.00	2,687.12
2011-02-0040141	T	BARDINELLI BUILDERS LLC	SU	SUSPENSE	04/16/2015	45.76	0.00	0.00	45.76
2011-02-0040151	T	BDR LLC	SU	SUSPENSE	04/16/2015	177.52	0.00	0.00	177.52
2011-02-0040213	L	BUCKLE UP	SU	SUSPENSE	04/16/2015	604.64	0.00	0.00	604.64
2011-02-0040228	N	CANNONE JOHN M	SU	SUSPENSE	04/16/2015	30.10	0.00	0.00	30.10
2011-02-0040246	T	CARTY NOEL	SU	SUSPENSE	04/16/2015	45.76	0.00	0.00	45.76
2011-02-0040258	L	CENTER FOR DENTISTRY	SU	SUSPENSE	04/16/2015	5.21	0.00	0.00	5.21
2011-02-0040301	L	CLEAR COAT	SU	SUSPENSE	04/16/2015	604.64	0.00	0.00	604.64
2011-02-0040314	L	COELHO GERALDO	SU	SUSPENSE	04/16/2015	44.53	0.00	0.00	44.53
2011-02-0040333	T	CONN SAFETY ENGINEERING SVCS LLC	SU	SUSPENSE	04/16/2015	45.76	0.00	0.00	45.76
2011-02-0040344	T	CONSTITUTION FINANCIAL SVCS INC	SU	SUSPENSE	04/16/2015	118.56	0.00	0.00	118.56
2011-02-0040347	N	CONTE GEORGE J	SU	SUSPENSE	04/16/2015	73.40	0.00	0.00	73.40
2011-02-0040352	L	COPPOLA JOSEPH T	SU	SUSPENSE	04/16/2015	8.60	0.00	0.00	8.60
2011-02-0040355	T	CORNELL RACZ & ASSOCIATES	SU	SUSPENSE	04/16/2015	45.76	0.00	0.00	45.76
2011-02-0040369	L	CREATIVE CONSERVATORIES	SU	SUSPENSE	04/16/2015	46.37	0.00	0.00	46.37
2011-02-0040378	M	CT WASTE TRANSFER LLC	SU	SUSPENSE	04/16/2015	504.56	0.00	0.00	504.56
2011-02-0040382	N	CURT ROBINSON CONSULTING	SU	SUSPENSE	04/16/2015	136.36	0.00	0.00	136.36

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Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011-02-0040403	T	DEFARIAS KYLE	SU	SUSPENSE	04/16/2015	8.47	0.00	0.00	8.47
2011-02-0040409	T	DELVASTO MARGARET PEGGY	SU	SUSPENSE	04/16/2015	8.60	0.00	0.00	8.60
2011-02-0040411	L	DEMONTE JOHN & PETER	SU	SUSPENSE	04/16/2015	806.16	0.00	0.00	806.16
2011-02-0040415	L	DEROSA DAVID A	SU	SUSPENSE	04/16/2015	40.32	0.00	0.00	40.32
2011-02-0040426	N	DINARDO MANAGEMENT LLC	SU	SUSPENSE	04/16/2015	93.82	0.00	0.00	93.82
2011-02-0040464	L	EMPIRE TODAY	SU	SUSPENSE	04/16/2015	604.64	0.00	0.00	604.64
2011-02-0040469	L	ESCALEIRA DINIS	SU	SUSPENSE	04/16/2015	44.53	0.00	0.00	44.53
2011-02-0040472	N	ESYNC NETWORKS LLC	SU	SUSPENSE	04/16/2015	124.68	0.00	0.00	124.68
2011-02-0040478	L	EYE GROUP LLC	SU	SUSPENSE	04/16/2015	17.08	0.00	0.00	17.08
2011-02-0040505	L	FEATHER HAIR LOCKS	SU	SUSPENSE	04/16/2015	604.64	0.00	0.00	604.64
2011-02-0040507	L	FEDERICI PASQUALE	SU	SUSPENSE	04/16/2015	201.56	0.00	0.00	201.56
2011-02-0040534	L	FONSECA ANTONIO/MARIA	SU	SUSPENSE	04/16/2015	406.92	0.00	0.00	406.92
2011-02-0040535	T	FOODMART TRUMBULL LLC	SU	SUSPENSE	04/16/2015	10,445.08	0.00	0.00	10,445.08
2011-02-0040550	L	FRACKER JAMES CONSTRUCTION LLC	SU	SUSPENSE	04/16/2015	961.24	0.00	0.00	961.24
2011-02-0040552	T	FRANCES OF TRUMBULL LLC	SU	SUSPENSE	04/16/2015	1,954.68	0.00	0.00	1,954.68
2011-02-0040556	M	FRANK SABATO	SU	SUSPENSE	04/16/2015	93.05	0.00	0.00	93.05
2011-02-0040566	L	FURNARI RENOVATIONS LLC	SU	SUSPENSE	04/16/2015	51.90	0.00	0.00	51.90
2011-02-0040575	T	GAINES HAROLD	SU	SUSPENSE	04/16/2015	45.76	0.00	0.00	45.76
2011-02-0040618	L	GOLD BUYERS AT THE MALL	SU	SUSPENSE	04/16/2015	2,149.72	0.00	0.00	2,149.72
2011-02-0040619	L	GOLD RUSH CT LLC	SU	SUSPENSE	04/16/2015	604.64	0.00	0.00	604.64
2011-02-0040621	L	GONGFU MASSAGE THERAPY CENTER	SU	SUSPENSE	04/16/2015	456.80	0.00	0.00	456.80
2011-02-0040643	T	GREENE EUGENIA	SU	SUSPENSE	04/16/2015	13.45	0.00	0.00	13.45
2011-02-0040675	L	HAPPY NAPPERS	SU	SUSPENSE	04/16/2015	604.64	0.00	0.00	604.64
2011-02-0040677	N	HART STACEY	SU	SUSPENSE	04/16/2015	44.53	0.00	0.00	44.53
2011-02-0040688	L	HELI-ZONE	SU	SUSPENSE	04/16/2015	604.64	0.00	0.00	604.64
2011-02-0040726	N	HORAN KEVIN L	SU	SUSPENSE	04/16/2015	74.63	0.00	0.00	74.63
2011-02-0040727	L	HORIZONS WEST CAPITAL PARTNERS LLC	SU	SUSPENSE	04/16/2015	1,612.28	0.00	0.00	1,612.28

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2011-02-0040737	N	HURLEY MATHEW	SU	SUSPENSE	04/16/2015	663.64	0.00	0.00	663.64
2011-02-0040738	L	HYLAND MARCELLA	SU	SUSPENSE	04/16/2015	17.20	0.00	0.00	17.20
2011-02-0040746	L	IMAGE PHOTO VIDEO	SU	SUSPENSE	04/16/2015	78.31	0.00	0.00	78.31
2011-02-0040755	L	INTSTRUX LLC	SU	SUSPENSE	04/16/2015	44.53	0.00	0.00	44.53
2011-02-0040767	T	J S N SERVICES LLC	SU	SUSPENSE	04/16/2015	31.63	0.00	0.00	31.63
2011-02-0040779	L	JEFFREY COOK ART & ANTIQUES	SU	SUSPENSE	04/16/2015	44.53	0.00	0.00	44.53
2011-02-0040785	L	JIMENEZ PABLO L	SU	SUSPENSE	04/16/2015	791.08	0.00	0.00	791.08
2011-02-0040790	L	JOHN CHOHN OV CONSTRUCTION	SU	SUSPENSE	04/16/2015	68.48	0.00	0.00	68.48
2011-02-0040796	L	JONES LANDSCAPE AND DESIGN INC	SU	SUSPENSE	04/16/2015	31.63	0.00	0.00	31.63
2011-02-0040810	L	JUST HATS AND SHOES	SU	SUSPENSE	04/16/2015	604.64	0.00	0.00	604.64
2011-02-0040811	L	JUST SNEAKERS LLC/KESHA T WHITE	SU	SUSPENSE	04/16/2015	309.56	0.00	0.00	309.56
2011-02-0040815	T	KAT TAILS LLC	SU	SUSPENSE	04/16/2015	22.17	0.00	0.00	22.17
2011-02-0040819	L	KAYL BUILDERS INC	SU	SUSPENSE	04/16/2015	89.37	0.00	0.00	89.37
2011-02-0040823	L	KEEP IT STRAIGHT	SU	SUSPENSE	04/16/2015	604.64	0.00	0.00	604.64
2011-02-0040827	L	KELLY KATHERINE D	SU	SUSPENSE	04/16/2015	12.28	0.00	0.00	12.28
2011-02-0040841	L	KLASSIC BROW	SU	SUSPENSE	04/16/2015	403.08	0.00	0.00	403.08
2011-02-0040843	T	KNECHT KIETH W	SU	SUSPENSE	04/16/2015	46.37	0.00	0.00	46.37
2011-02-0040857	T	KOZDEBA MARK E	SU	SUSPENSE	04/16/2015	1.00	0.00	0.00	1.00
2011-02-0040859	T	KRAMER DONALD	SU	SUSPENSE	04/16/2015	51.90	0.00	0.00	51.90
2011-02-0040864	T	KWAPONG H SHIRLEY	SU	SUSPENSE	04/16/2015	58.66	0.00	0.00	58.66
2011-02-0040866	L	L&L HAWAIIAN BBQ	SU	SUSPENSE	04/16/2015	523.92	0.00	0.00	523.92
2011-02-0040873	L	LANGE ROBIN	SU	SUSPENSE	04/16/2015	29.17	0.00	0.00	29.17
2011-02-0040874	L	LAPORTA PARTNERS LLC	SU	SUSPENSE	04/16/2015	806.16	0.00	0.00	806.16
2011-02-0040877	L	LAW OFFICE/MAURIZIO LANCIA PC	SU	SUSPENSE	04/16/2015	65.72	0.00	0.00	65.72
2011-02-0040879	L	LC EQUIPMENT LLC	SU	SUSPENSE	04/16/2015	2.00	0.00	0.00	2.00
2011-02-0040886	T	LEICIO SILVA	SU	SUSPENSE	04/16/2015	388.48	0.00	0.00	388.48
2011-02-0040887	L	LEKA JUSTIN	SU	SUSPENSE	04/16/2015	156.32	0.00	0.00	156.32

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Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due	Susp	Total
2011-02-0040892	N	LEONE EUGENE A	SU	SUSPENSE	04/16/2015	30.10	0.00	0.00		30.10
2011-02-0040942	L	MAHONEY & KOHN LLC	SU	SUSPENSE	04/16/2015	159.68	0.00	0.00		159.68
2011-02-0040945	L	MALCOLM MALEAH	SU	SUSPENSE	04/16/2015	403.08	0.00	0.00		403.08
2011-02-0040955	T	MARIES SANDWICH SHOP	SU	SUSPENSE	04/16/2015	510.08	0.00	0.00		510.08
2011-02-0040971	L	MATTHEW DELFINO	SU	SUSPENSE	04/16/2015	636.64	0.00	0.00		636.64
2011-02-0040972	L	MATTHEW DELFINO	SU	SUSPENSE	04/16/2015	360.24	0.00	0.00		360.24
2011-02-0040974	T	MATTICE JENNIFER MARGO	SU	SUSPENSE	04/16/2015	44.53	0.00	0.00		44.53
2011-02-0040978	L	MB PROMOTIONS	SU	SUSPENSE	04/16/2015	36.24	0.00	0.00		36.24
2011-02-0040982	N	MCCREARY AUTO SERVICE	SU	SUSPENSE	04/16/2015	2,528.68	0.00	0.00		2,528.68
2011-02-0040985	N	MCGRATH THOMAS C	SU	SUSPENSE	04/16/2015	45.76	0.00	0.00		45.76
2011-02-0040989	L	MCM MEDIA INC	SU	SUSPENSE	04/16/2015	46.37	0.00	0.00		46.37
2011-02-0041012	L	MIDLAND MILLWORK	SU	SUSPENSE	04/16/2015	93.05	0.00	0.00		93.05
2011-02-0041017	N	MILLERS CARD & GIFTIQUE OF TRUMBULL INC	SU	SUSPENSE	04/16/2015	1,193.10	0.00	0.00		1,193.10
2011-02-0041018	L	MILLERS CARD & GIFTIQUE OF TSP INC	SU	SUSPENSE	04/16/2015	10.33	0.00	0.00		10.33
2011-02-0041019	N	MILO LLC	SU	SUSPENSE	04/16/2015	74.63	0.00	0.00		74.63
2011-02-0041035	L	MOLNAR SCOTT	SU	SUSPENSE	04/16/2015	90.29	0.00	0.00		90.29
2011-02-0041050	L	MRS FIELDS COOKIES	SU	SUSPENSE	04/16/2015	721.40	0.00	0.00		721.40
2011-02-0041055	L	MURPHY CHRISTOPHER	SU	SUSPENSE	04/16/2015	59.58	0.00	0.00		59.58
2011-02-0041066	N	NAQVI SYEDAMAR ALI	SU	SUSPENSE	04/16/2015	26.87	0.00	0.00		26.87
2011-02-0041095	L	NORTHEAST CONSULTING GROUP	SU	SUSPENSE	04/16/2015	11.21	0.00	0.00		11.21
2011-02-0041113	L	OFFICE SERVICES OF CONNECTICUT	SU	SUSPENSE	04/16/2015	12.90	0.00	0.00		12.90
2011-02-0041114	L	OKAIDI	SU	SUSPENSE	04/16/2015	201.54	0.00	0.00		201.54
2011-02-0041117	L	OLM LLC	SU	SUSPENSE	04/16/2015	19,141.56	0.00	0.00		19,141.56
2011-02-0041119	L	OMEGA FINANCIAL GROUP	SU	SUSPENSE	04/16/2015	309.56	0.00	0.00		309.56
2011-02-0041133	L	ORO GOLD	SU	SUSPENSE	04/16/2015	604.64	0.00	0.00		604.64
2011-02-0041134	N	ORTHOPEDIC SVCS OF BRIDGEPORT PC	SU	SUSPENSE	04/16/2015	191.64	0.00	0.00		191.64
2011-02-0041135	N	OSBORNE ALETA J	SU	SUSPENSE	04/16/2015	58.66	0.00	0.00		58.66

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Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011-02-0041136	L	OSBORNE KOREY	SU	SUSPENSE	04/16/2015	604.64	0.00	0.00	604.64
2011-02-0041139	L	PJS GARDEN EXCHANGE	SU	SUSPENSE	04/16/2015	350.40	0.00	0.00	350.40
2011-02-0041145	T	PALMESI KAUFMAN	SU	SUSPENSE	04/16/2015	1,481.76	0.00	0.00	1,481.76
2011-02-0041214	L	PREMIER SALON	SU	SUSPENSE	04/16/2015	2,063.12	0.00	0.00	2,063.12
2011-02-0041234	T	PROGRESSIVE INSURANCE	SU	SUSPENSE	04/16/2015	309.56	0.00	0.00	309.56
2011-02-0041235	L	PROSPECT MORTGAGE	SU	SUSPENSE	04/16/2015	169.29	0.00	0.00	169.29
2011-02-0041247	T	QUICKSTEPS LLC	SU	SUSPENSE	04/16/2015	68.48	0.00	0.00	68.48
2011-02-0041252	L	RACHMUT OMRI DANIEL	SU	SUSPENSE	04/16/2015	403.08	0.00	0.00	403.08
2011-02-0041272	T	REMSON DESIGN SERVICES	SU	SUSPENSE	04/16/2015	45.45	0.00	0.00	45.45
2011-02-0041277	L	REYNOLDS GLENN	SU	SUSPENSE	04/16/2015	40.32	0.00	0.00	40.32
2011-02-0041307	N	ROYAL BANK	SU	SUSPENSE	04/16/2015	152.32	0.00	0.00	152.32
2011-02-0041310	N	RUBENSTEIN KEITH A	SU	SUSPENSE	04/16/2015	38.08	0.00	0.00	38.08
2011-02-0041324	L	SALADWORKS	SU	SUSPENSE	04/16/2015	5,392.68	0.00	0.00	5,392.68
2011-02-0041341	L	SCALZO MARIBETH	SU	SUSPENSE	04/16/2015	10.75	0.00	0.00	10.75
2011-02-0041349	T	SCHULTZ ELIZABETH A	SU	SUSPENSE	04/16/2015	44.53	0.00	0.00	44.53
2011-02-0041364	T	SENES TONY	SU	SUSPENSE	04/16/2015	30.10	0.00	0.00	30.10
2011-02-0041391	L	SKOOG MARY ELLEN	SU	SUSPENSE	04/16/2015	26.87	0.00	0.00	26.87
2011-02-0041396	L	SMITH LINDA S	SU	SUSPENSE	04/16/2015	403.08	0.00	0.00	403.08
2011-02-0041441	L	STEINER PRODUCTIONS LLC	SU	SUSPENSE	04/16/2015	51.33	0.00	0.00	51.33
2011-02-0041447	L	STOLLMAN RAYMOND AGENCY INC	SU	SUSPENSE	04/16/2015	140.96	0.00	0.00	140.96
2011-02-0041457	L	SUL EDWARD J III	SU	SUSPENSE	04/16/2015	73.40	0.00	0.00	73.40
2011-02-0041467	T	SUSIE Q VENDING LLC	SU	SUSPENSE	04/16/2015	65.72	0.00	0.00	65.72
2011-02-0041493	L	TEMPTATION S & Y 16 INC	SU	SUSPENSE	04/16/2015	262.11	0.00	0.00	262.11
2011-02-0041510	M	TIMOTHY DAVIS	SU	SUSPENSE	04/16/2015	93.05	0.00	0.00	93.05
2011-02-0041520	L	TOWN & COUNTRY FUEL	SU	SUSPENSE	04/16/2015	106.28	0.00	0.00	106.28
2011-02-0041526	L	TRANGALI INC	SU	SUSPENSE	04/16/2015	1,151.48	0.00	0.00	1,151.48
2011-02-0041540	L	TRUMBULL ONCOLOGY ASSOCIATES	SU	SUSPENSE	04/16/2015	6.66	0.00	0.00	6.66

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 Condition is:      Year: 2013,      Type: 02 - PP,      Order: Bill Number,      Total Only: No,      Recap by Dist: No

Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011 02-0041542	T	TRUMBULL PETS & AQUARIUM	SU	SUSPENSE	04/16/2015	203.92	0.00	0.00	203.92
2011 02-0041579	T	VAZZANO KELLIE A	SU	SUSPENSE	04/16/2015	13.45	0.00	0.00	13.45
2011 02-0041598	L	VIVIRITO BROTHERS LLC	SU	SUSPENSE	04/16/2015	1,070.24	0.00	0.00	1,070.24
2011 02-0041604	L	WARD JEFFREY P	SU	SUSPENSE	04/16/2015	40.32	0.00	0.00	40.32
2011-02-0041610	T	WCR ENGINEERING DESIGN SVCS LLC	SU	SUSPENSE	04/16/2015	87.83	0.00	0.00	87.83
2011-02-0041646	N	WILLPOWER BUILDERS	SU	SUSPENSE	04/16/2015	29.17	0.00	0.00	29.17
2011-02-0041676	L	ZHANG JUN	SU	SUSPENSE	04/16/2015	30.71	0.00	0.00	30.71
2011-02-0041678	L	ZORZY WILLIAM J ATTY	SU	SUSPENSE	04/16/2015	16.28	0.00	0.00	16.28
2011-02-0041680	L	ZYG COMPUTER CONSULTING	SU	SUSPENSE	04/16/2015	58.66	0.00	0.00	58.66
<b>PERSONAL PROPERTY      # Of Acct: 144</b>						<b>82,051.57</b>	<b>0.00</b>	<b>0.00</b>	<b>82,051.57</b>
<b>YR : 2011      TOTAL : 144</b>						<b>82,051.57</b>	<b>0.00</b>	<b>0.00</b>	<b>82,051.57</b>
<b>Grand Total: 144</b>						<b>82,051.57</b>	<b>0.00</b>	<b>0.00</b>	<b>82,051.57</b>

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Condition (s): Year: 2013, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011-03-0050015		A L A PLUMGING & HEATING	SU	SUSPENSE	04/16/2015	376.82	0.00	0.00	376.82
2011-03-0050055	C	ABILITY PAINTING AND	SU	SUSPENSE	04/16/2015	119.46	0.00	0.00	119.46
2011-03-0050056	C	ABILITY PAINTING REST	SU	SUSPENSE	04/16/2015	89.67	0.00	0.00	89.67
2011-03-0050068		ABRAHAMSON DONNA K	SU	SUSPENSE	04/16/2015	283.76	0.00	0.00	283.76
2011-03-0050083	C	ABREU MARIA	SU	SUSPENSE	04/16/2015	256.44	0.00	0.00	256.44
2011-03-0050112		ACKLEY BRIAN J	SU	SUSPENSE	04/16/2015	117.62	0.00	0.00	117.62
2011-03-0050188		ADK ELECTRIC LLC	SU	SUSPENSE	04/16/2015	313.24	0.00	0.00	313.24
2011-03-0050191		ADOLPHE JOSEPH	SU	SUSPENSE	04/16/2015	188.26	0.00	0.00	188.26
2011-03-0050307		ALBERT DAVID J	SU	SUSPENSE	04/16/2015	246.14	0.00	0.00	246.14
2011-03-0050338		ALESEVICH KAYE E	SU	SUSPENSE	04/16/2015	95.20	0.00	0.00	95.20
2011-03-0050339		ALESEVICH KAYE E	SU	SUSPENSE	04/16/2015	62.96	0.00	0.00	62.96
2011-03-0050368		ALL SEASONS GUTTERS LLC	SU	SUSPENSE	04/16/2015	145.26	0.00	0.00	145.26
2011-03-0050369		ALL SEASONS GUTTERS LLC	SU	SUSPENSE	04/16/2015	235.86	0.00	0.00	235.86
2011-03-0050616	C	ANDERSEN ASHLEY C	SU	SUSPENSE	04/16/2015	33.05	0.00	0.00	33.05
2011-03-0050639	P	ANDERSON JENNIFER S	SU	SUSPENSE	04/16/2015	37.16	0.00	0.00	37.16
2011-03-0050782		ANTONIOU CHRISTINA	SU	SUSPENSE	04/16/2015	194.24	0.00	0.00	194.24
2011-03-0050783		ANTONIOU CHRISTINA	SU	SUSPENSE	04/16/2015	113.63	0.00	0.00	113.63
2011-03-0050806		APONTE-CECERE ARIANA I	SU	SUSPENSE	04/16/2015	66.64	0.00	0.00	66.64
2011-03-0050833	C	AQUA OFFIONG	SU	SUSPENSE	04/16/2015	239.69	0.00	0.00	239.69
2011-03-0050859		ARDITO LINDA	SU	SUSPENSE	04/16/2015	69.62	0.00	0.00	69.62
2011-03-0051015	P	ATKINSON MIGUEL S	SU	SUSPENSE	04/16/2015	103.86	0.00	0.00	103.86
2011-03-0051097		AYALA SANTOS R	SU	SUSPENSE	04/16/2015	309.56	0.00	0.00	309.56
2011-03-0051098		AYALA SANTOS R	SU	SUSPENSE	04/16/2015	849.14	0.00	0.00	849.14
2011-03-0051101		AYLWARD JILLIAN ELYSE	SU	SUSPENSE	04/16/2015	93.97	0.00	0.00	93.97
2011-03-0051187		BAHADOSINGH ANDREW E	SU	SUSPENSE	04/16/2015	47.29	0.00	0.00	47.29
2011-03-0051188		BAHADOSINGH ANDREW E	SU	SUSPENSE	04/16/2015	70.33	0.00	0.00	70.33
2011-03-0051331	P	BANAS KRISTY D	SU	SUSPENSE	04/16/2015	6.34	0.00	0.00	6.34

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Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011-03-0051430		BARKSTEDT DAVID S	SU	SUSPENSE	04/16/2015	366.06	0.00	0.00	366.06
2011-03-0051436		BARNA JOSEPH J	SU	SUSPENSE	04/16/2015	2.10	0.00	0.00	2.10
2011-03-0051440		BARNASH MELISSA E	SU	SUSPENSE	04/16/2015	53.74	0.00	0.00	53.74
2011-03-0051488		BARR THOMAS N	SU	SUSPENSE	04/16/2015	125.92	0.00	0.00	125.92
2011-03-0051489		BARR THOMAS N	SU	SUSPENSE	04/16/2015	384.80	0.00	0.00	384.80
2011-03-0051673		BAYUK MICHELLE J	SU	SUSPENSE	04/16/2015	338.12	0.00	0.00	338.12
2011-03-0051674		BAYUK MICHELLE J	SU	SUSPENSE	04/16/2015	110.26	0.00	0.00	110.26
2011-03-0051751	C	BEDNARIK ALLAN P	SU	SUSPENSE	04/16/2015	216.52	0.00	0.00	216.52
2011-03-0051752		BEDNARIK ALLAN P	SU	SUSPENSE	04/16/2015	8.36	0.00	0.00	8.36
2011-03-0051753		BEDNARIK CAROLE R	SU	SUSPENSE	04/16/2015	15.45	0.00	0.00	15.45
2011-03-0051768		BEGG AMIE J	SU	SUSPENSE	04/16/2015	303.12	0.00	0.00	303.12
2011-03-0051869		BENDOLPH MALIK	SU	SUSPENSE	04/16/2015	96.12	0.00	0.00	96.12
2011-03-0051980		BERMAN SHELLEY	SU	SUSPENSE	04/16/2015	76.01	0.00	0.00	76.01
2011-03-0052048	C	BETLEY ERIC R	SU	SUSPENSE	04/16/2015	85.07	0.00	0.00	85.07
2011-03-0052118	P	BIG E TOP TO BOTTOM POWE	SU	SUSPENSE	04/16/2015	23.28	0.00	0.00	23.28
2011-03-0052175		BISHOP JONATHAN CARL	SU	SUSPENSE	04/16/2015	61.42	0.00	0.00	61.42
2011-03-0052393	C	BOHLIN HOWARD J	SU	SUSPENSE	04/16/2015	96.74	0.00	0.00	96.74
2011-03-0052394		BOHLIN HOWARD J	SU	SUSPENSE	04/16/2015	5.83	0.00	0.00	5.83
2011-03-0052410	P	BOISSIERE EUGENE A	SU	SUSPENSE	04/16/2015	37.40	0.00	0.00	37.40
2011-03-0052466	P	BONA SAMUEL OR	SU	SUSPENSE	04/16/2015	1.77	0.00	0.00	1.77
2011-03-0052553		BOOTH CHRISTINE	SU	SUSPENSE	04/16/2015	1.82	0.00	0.00	1.82
2011-03-0052805		BRANCO JOSE F	SU	SUSPENSE	04/16/2015	147.72	0.00	0.00	147.72
2011-03-0052930		BRIGHT LINE LLC	SU	SUSPENSE	04/16/2015	27.64	0.00	0.00	27.64
2011-03-0053003		BROTHERS LAURA A	SU	SUSPENSE	04/16/2015	97.07	0.00	0.00	97.07
2011-03-0053004		BROUHARD LAUREN E	SU	SUSPENSE	04/16/2015	413.98	0.00	0.00	413.98
2011-03-0053034		BROWN KATHLEEN K	SU	SUSPENSE	04/16/2015	59.27	0.00	0.00	59.27
2011-03-0053035		BROWN KATHLEEN M	SU	SUSPENSE	04/16/2015	402.00	0.00	0.00	402.00

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Bill #	Dst	Name	Code	Reason	Date	Town Due/SuspDist	Due/SuspSewer	Due/Susp	Total
2011-03-0053041		BROWN LA'KEYA D	SU	SUSPENSE	04/16/2015	56.20	0.00	0.00	56.20
2011 03-0053045 C		BROWN MARKELL	SU	SUSPENSE	04/16/2015	131.76	0.00	0.00	131.76
2011-03-0053051 P		BROWN NAOLA ADAIR	SU	SUSPENSE	04/16/2015	219.74	0.00	0.00	219.74
2011-03-0053369 C		BUTKA DAVID R	SU	SUSPENSE	04/16/2015	195.94	0.00	0.00	195.94
2011-03-0053370 C		BUTKA DAVID R	SU	SUSPENSE	04/16/2015	5.13	0.00	0.00	5.13
2011-03-0053396		BUTLER REGINA M	SU	SUSPENSE	04/16/2015	345.18	0.00	0.00	345.18
2011 03 0053438		BUZZEO DONNA	SU	SUSPENSE	04/16/2015	459.12	0.00	0.00	459.12
2011-03-0053443		BYKOWSKI MARYELLEN E	SU	SUSPENSE	04/16/2015	254.90	0.00	0.00	254.90
2011-03-0053670		CAMACHO ANTONIO M SR	SU	SUSPENSE	04/16/2015	90.29	0.00	0.00	90.29
2011-03-0053681		CAMAROTA JENNIFER E	SU	SUSPENSE	04/16/2015	64.34	0.00	0.00	64.34
2011-03-0053755 C		CAO TENG	SU	SUSPENSE	04/16/2015	62.96	0.00	0.00	62.96
2011 03-0053907		CARLONA RONALD	SU	SUSPENSE	04/16/2015	134.82	0.00	0.00	134.82
2011 03 0053945 C		CARR MATTHEW J	SU	SUSPENSE	04/16/2015	320.92	0.00	0.00	320.92
2011 03-0053958		CARRASQUILLO ASHLEY A	SU	SUSPENSE	04/16/2015	153.86	0.00	0.00	153.86
2011 03-0053959		CARRASQUILLO JOLENE A	SU	SUSPENSE	04/16/2015	47.91	0.00	0.00	47.91
2011-03 0053995 C		CARROLL TERRI A	SU	SUSPENSE	04/16/2015	216.20	0.00	0.00	216.20
2011-03 0054324		CHADWICK ELVIRA	SU	SUSPENSE	04/16/2015	51.29	0.00	0.00	51.29
2011-03 0054360		CHAMARKHI HICHAM	SU	SUSPENSE	04/16/2015	134.82	0.00	0.00	134.82
2011-03 0054570		CHATLOS ROBERT W JR	SU	SUSPENSE	04/16/2015	118.24	0.00	0.00	118.24
2011 03 0054637 C		CHESIAK EDWARD A	SU	SUSPENSE	04/16/2015	145.26	0.00	0.00	145.26
2011-03-0054932		CIOCCI JEANETTE LINDSEY	SU	SUSPENSE	04/16/2015	121.62	0.00	0.00	121.62
2011-03-0054961 C		CIT CORPORATION	SU	SUSPENSE	04/16/2015	82.92	0.00	0.00	82.92
2011-03-0055070 C		CLIFFORD JULIET J	SU	SUSPENSE	04/16/2015	989.48	0.00	0.00	989.48
2011-03 0055160		COELHO GERALDO C	SU	SUSPENSE	04/16/2015	170.60	0.00	0.00	170.60
2011-03-0055161		COELHO GERALDO C	SU	SUSPENSE	04/16/2015	125.45	0.00	0.00	125.45
2011-03-0055162		COELHO GERALDO C	SU	SUSPENSE	04/16/2015	201.31	0.00	0.00	201.31
2011-03-0055230		COLBERT JAMES E AND	SU	SUSPENSE	04/16/2015	5.15	0.00	0.00	5.15

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Bill #	Dst	Name	Code	Reason	Date	Town Due/SuspDist	Due/SuspSewer	Due/Susp	Total
2011-03-0055287		COLLINS JAIME K	SU	SUSPENSE	04/16/2015	24.20	0.00	0.00	24.20
2011-03-0055368		CONDON RICHARD	SU	SUSPENSE	04/16/2015	141.88	0.00	0.00	141.88
2011-03-0055384	C	CONKLIN ANDREW B	SU	SUSPENSE	04/16/2015	105.34	0.00	0.00	105.34
2011-03-0055385	C	CONKLIN ANDREW B	SU	SUSPENSE	04/16/2015	236.09	0.00	0.00	236.09
2011-03-0055418		CONNOR CHARLES A 2ND	SU	SUSPENSE	04/16/2015	113.94	0.00	0.00	113.94
2011-03-0055463		CONVERTITO MATTHEW D JNT	SU	SUSPENSE	04/16/2015	603.14	0.00	0.00	603.14
2011-03-0055476		COOK JEFFREY T	SU	SUSPENSE	04/16/2015	312.94	0.00	0.00	312.94
2011-03-0055653		CORPORATE CLEANING SERVICES INC	SU	SUSPENSE	04/16/2015	326.14	0.00	0.00	326.14
2011-03-0055654	A	CORPORATE CLEANING SERVICES INC	SU	SUSPENSE	04/16/2015	117.32	0.00	0.00	117.32
2011-03-0055687		CORTINHAS MONIQUE E	SU	SUSPENSE	04/16/2015	209.14	0.00	0.00	209.14
2011-03-0055712	C	COSTA KRISTEN R	SU	SUSPENSE	04/16/2015	353.18	0.00	0.00	353.18
2011-03-0055801	C	COUSINS SANDRA M	SU	SUSPENSE	04/16/2015	161.84	0.00	0.00	161.84
2011-03-0055849	C	COYNE JOHN P	SU	SUSPENSE	04/16/2015	281.13	0.00	0.00	281.13
2011-03-0055850	C	COYNE JOHN P OR	SU	SUSPENSE	04/16/2015	211.76	0.00	0.00	211.76
2011-03-0055909		CRM SOLUTIONS LLC	SU	SUSPENSE	04/16/2015	517.16	0.00	0.00	517.16
2011-03-0056037		CUMMINGS MICHAEL A	SU	SUSPENSE	04/16/2015	80.15	0.00	0.00	80.15
2011-03-0056038		CUMMINGS MICHAEL A OR	SU	SUSPENSE	04/16/2015	130.52	0.00	0.00	130.52
2011-03-0056043	C	CUNNINGHAM BRIAN J	SU	SUSPENSE	04/16/2015	78.62	0.00	0.00	78.62
2011-03-0056049		CUNNINGHAM ROBERT N OR	SU	SUSPENSE	04/16/2015	129.29	0.00	0.00	129.29
2011-03-0056054		CUPID USA INC	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0056055	C	CURCIO ANN MARIE P	SU	SUSPENSE	04/16/2015	309.56	0.00	0.00	309.56
2011-03-0056132	C	CWILICHOSKI CATHERINE A	SU	SUSPENSE	04/16/2015	4.16	0.00	0.00	4.16
2011-03-0056443		DANENBERG AARON JUSTIN	SU	SUSPENSE	04/16/2015	11.66	0.00	0.00	11.66
2011-03-0056494		DAPRILE JAMES E	SU	SUSPENSE	04/16/2015	135.44	0.00	0.00	135.44
2011-03-0056935		DELLS REALTY LLC	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0056971	C	DELUCA JEROME A	SU	SUSPENSE	04/16/2015	370.98	0.00	0.00	370.98
2011-03-0057095		DENNIS JAMES F	SU	SUSPENSE	04/16/2015	154.16	0.00	0.00	154.16

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Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Suop	Sewer Due/Susp	Total
2011-03-0057163	C	DEROSA DAVID A	SU	SUSPENSE	04/16/2015	127.46	0.00	0.00	127.46
2011-03-0057164		DEROSA DAVID A	SU	SUSPENSE	04/16/2015	65.11	0.00	0.00	65.11
2011-03-0057167		DEROSA JULIA I	SU	SUSPENSE	04/16/2015	136.06	0.00	0.00	136.06
2011-03-0057238		DESTEFANO JAMES	SU	SUSPENSE	04/16/2015	52.98	0.00	0.00	52.98
2011-03-0057239		DESTEFANO JAMES M	SU	SUSPENSE	04/16/2015	61.27	0.00	0.00	61.27
2011-03-0057340		DIACRI MELISSA D	SU	SUSPENSE	04/16/2015	335.98	0.00	0.00	335.98
2011-03-0057381		DIAZ JOHNNY	SU	SUSPENSE	04/16/2015	384.80	0.00	0.00	384.80
2011-03-0057382		DIAZ JOHNNY 2ND	SU	SUSPENSE	04/16/2015	229.10	0.00	0.00	229.10
2011-03-0057540		DILEO VIRGINIA	SU	SUSPENSE	04/16/2015	130.37	0.00	0.00	130.37
2011-03-0057541	C	DILL ERIN	SU	SUSPENSE	04/16/2015	240.00	0.00	0.00	240.00
2011-03-0057544		DILONARDO MARIO T	SU	SUSPENSE	04/16/2015	180.88	0.00	0.00	180.88
2011-03-0057632	C	DISALVO ANTHONY J	SU	SUSPENSE	04/16/2015	127.46	0.00	0.00	127.46
2011-03-0057775		DOMINIK KAREN A	SU	SUSPENSE	04/16/2015	43.61	0.00	0.00	43.61
2011-03-0057794	C	DONAHUE DAVID C	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0057795	C	DONAHUE DAVID S	SU	SUSPENSE	04/16/2015	113.02	0.00	0.00	113.02
2011-03-0057835	C	DONNELLY EAMMON M	SU	SUSPENSE	04/16/2015	388.18	0.00	0.00	388.18
2011-03-0057836	C	DONNELLY EAMMON M	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0057877		DOPIKA PAUL W	SU	SUSPENSE	04/16/2015	72.17	0.00	0.00	72.17
2011-03-0057985	C	DREIDING MICHELE	SU	SUSPENSE	04/16/2015	290.21	0.00	0.00	290.21
2011-03-0058114	C	DUNN JAMES W 4TH	SU	SUSPENSE	04/16/2015	253.66	0.00	0.00	253.66
2011-03-0058406		ELLIS DANIEL	SU	SUSPENSE	04/16/2015	272.40	0.00	0.00	272.40
2011-03-0058462		ENOS JR ROBERT B JR OR	SU	SUSPENSE	04/16/2015	173.52	0.00	0.00	173.52
2011-03-0058489		ENVIRONMENTAL ENGINEERNG	SU	SUSPENSE	04/16/2015	92.44	0.00	0.00	92.44
2011-03-0058618		ESTACIO EDWIN	SU	SUSPENSE	04/16/2015	163.01	0.00	0.00	163.01
2011-03-0058725	Z	FAIRFIELD CAB CO	SU	SUSPENSE	04/16/2015	115.78	0.00	0.00	115.78
2011-03-0058726	Z	FAIRFIELD CAB CO	SU	SUSPENSE	04/16/2015	59.42	0.00	0.00	59.42
2011-03-0058727	Z	FAIRFIELD CAB CO	SU	SUSPENSE	04/16/2015	115.78	0.00	0.00	115.78

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Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011-03-0058728	Z	FAIRFIELD CAB CO	SU	SUSPENSE	04/16/2015	85.68	0.00	0.00	85.68
2011-03-0058729		FAIRFIELD CAB CO	SU	SUSPENSE	04/16/2015	75.24	0.00	0.00	75.24
2011-03-0058797	C	FARAG AHMED M	SU	SUSPENSE	04/16/2015	53.74	0.00	0.00	53.74
2011-03-0058801		FARASCIANO PETER F AND	SU	SUSPENSE	04/16/2015	87.52	0.00	0.00	87.52
2011-03-0058874		FEBUS TAMMY	SU	SUSPENSE	04/16/2015	203.62	0.00	0.00	203.62
2011-03-0058912		FEKETE ANNMARIE	SU	SUSPENSE	04/16/2015	77.39	0.00	0.00	77.39
2011-03-0059105	A	FERRETT JULIO C	SU	SUSPENSE	04/16/2015	57.12	0.00	0.00	57.12
2011-03-0059397		FINNEGAN JOAN M	SU	SUSPENSE	04/16/2015	167.38	0.00	0.00	167.38
2011-03-0059530		FISCHMAN CHRISTOPHER M	SU	SUSPENSE	04/16/2015	848.52	0.00	0.00	848.52
2011-03-0059531	C	FISCHMAN CHRISTOPHER M	SU	SUSPENSE	04/16/2015	733.66	0.00	0.00	733.66
2011-03-0059536	C	FISHER JOHN K	SU	SUSPENSE	04/16/2015	53.74	0.00	0.00	53.74
2011-03-0059539		FISHER KAREN A	SU	SUSPENSE	04/16/2015	239.24	0.00	0.00	239.24
2011-03-0059588		FIVE STARS CONSTRUCTION	SU	SUSPENSE	04/16/2015	113.94	0.00	0.00	113.94
2011-03-0059629	C	FLEISCHER LINDA G	SU	SUSPENSE	04/16/2015	159.08	0.00	0.00	159.08
2011-03-0059639		FLETCHER LEROY M	SU	SUSPENSE	04/16/2015	117.82	0.00	0.00	117.82
2011-03-0059714		FOGELMAN JODI	SU	SUSPENSE	04/16/2015	145.58	0.00	0.00	145.58
2011-03-0059761		FONTANEZ YUDELKIS V	SU	SUSPENSE	04/16/2015	109.64	0.00	0.00	109.64
2011-03-0059802		FORMAN LISA B	SU	SUSPENSE	04/16/2015	539.05	0.00	0.00	539.05
2011-03-0059803		FORMAN LISA B	SU	SUSPENSE	04/16/2015	693.74	0.00	0.00	693.74
2011-03-0059824	C	FORST DEAN C	SU	SUSPENSE	04/16/2015	76.47	0.00	0.00	76.47
2011-03-0059997		FRASER BRENDA	SU	SUSPENSE	04/16/2015	259.66	0.00	0.00	259.66
2011-03-0059998		FRASER JR WILDORF S	SU	SUSPENSE	04/16/2015	154.01	0.00	0.00	154.01
2011-03-0059999		FRASER WILDORF JR	SU	SUSPENSE	04/16/2015	101.65	0.00	0.00	101.65
2011-03-0060000		FRASER WILDORF S JR	SU	SUSPENSE	04/16/2015	141.58	0.00	0.00	141.58
2011-03-0060001		FRASER WILDORF S JR OR	SU	SUSPENSE	04/16/2015	92.13	0.00	0.00	92.13
2011-03-0060255		GAGNER DOREEN L	SU	SUSPENSE	04/16/2015	304.34	0.00	0.00	304.34
2011-03-0060396		GANINO LINDA C	SU	SUSPENSE	04/16/2015	141.28	0.00	0.00	141.28

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2011-03-0060448		GARCIA SASHA N	SU	SUSPENSE	04/16/2015	85.07	0.00	0.00	85.07
2011-03-0060449		GARCIA SASHA N	SU	SUSPENSE	04/16/2015	71.55	0.00	0.00	71.55
2011-03-0060477		GARNER JOHNNY	SU	SUSPENSE	04/16/2015	335.36	0.00	0.00	335.36
2011-03-0060478		GARNER JOHNNY	SU	SUSPENSE	04/16/2015	145.58	0.00	0.00	145.58
2011-03-0060717		GEREDA CHACON ESTUARDO J	SU	SUSPENSE	04/16/2015	108.10	0.00	0.00	108.10
2011-03-0060759		GIACOBBE LENNY	SU	SUSPENSE	04/16/2015	262.88	0.00	0.00	262.88
2011-03-0060831 C		GIBLIN MARGARET C	SU	SUSPENSE	04/16/2015	198.40	0.00	0.00	198.40
2011-03-0060863		GILES WILLIAM D JR JNT	SU	SUSPENSE	04/16/2015	90.29	0.00	0.00	90.29
2011-03-0060864		GILES-JONES BRITTANY K	SU	SUSPENSE	04/16/2015	4.02	0.00	0.00	4.02
2011-03-0061199 C		GORDON ALAN J	SU	SUSPENSE	04/16/2015	41.46	0.00	0.00	41.46
2011-03-0061200		GORDON ALAN J	SU	SUSPENSE	04/16/2015	274.42	0.00	0.00	274.42
2011-03-0061348		GRANT TYRONE CO	SU	SUSPENSE	04/16/2015	135.44	0.00	0.00	135.44
2011-03-0061403		GRECCO GERARD	SU	SUSPENSE	04/16/2015	254.90	0.00	0.00	254.90
2011-03-0061486 Z		GREGOR MICHAEL A	SU	SUSPENSE	04/16/2015	292.52	0.00	0.00	292.52
2011-03-0061488		GREGORIO TODD M	SU	SUSPENSE	04/16/2015	351.64	0.00	0.00	351.64
2011-03-0061933		HANES JONATHAN T	SU	SUSPENSE	04/16/2015	46.68	0.00	0.00	46.68
2011-03-0061934		HANES JONATHAN T	SU	SUSPENSE	04/16/2015	239.24	0.00	0.00	239.24
2011-03-0061991		HARDWOOD FLOOR	SU	SUSPENSE	04/16/2015	289.60	0.00	0.00	289.60
2011-03-0061992 C		HARDWOOD FLOOR	SU	SUSPENSE	04/16/2015	141.88	0.00	0.00	141.88
2011-03-0062024 C		HARRIS CHRISTOPHER J	SU	SUSPENSE	04/16/2015	320.32	0.00	0.00	320.32
2011-03-0062040		HARRIS NANCY P	SU	SUSPENSE	04/16/2015	174.74	0.00	0.00	174.74
2011-03-0062045		HARRIS SUZETTE A	SU	SUSPENSE	04/16/2015	174.74	0.00	0.00	174.74
2011-03-0062064		HARTE RAHEEM OR	SU	SUSPENSE	04/16/2015	655.66	0.00	0.00	655.66
2011-03-0062079 C		HASLAM WENDYLEE	SU	SUSPENSE	04/16/2015	37.77	0.00	0.00	37.77
2011-03-0062170		HAYES DIANE	SU	SUSPENSE	04/16/2015	54.36	0.00	0.00	54.36
2011-03-0062229		HEDRICK MICHAEL D	SU	SUSPENSE	04/16/2015	253.66	0.00	0.00	253.66
2011-03-0062327 P		HENDERSON CYNTHIA L	SU	SUSPENSE	04/16/2015	60.22	0.00	0.00	60.22

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2011-03-0062332		HENDRIE TIMOTHY J	SU	SUSPENSE	04/16/2015	182.72	0.00	0.00	182.72
2011-03-0062650	C	HOLDAWAY STEPHEN D	SU	SUSPENSE	04/16/2015	390.32	0.00	0.00	390.32
2011-03-0062716		HONCHARIK JEFFREY P	SU	SUSPENSE	04/16/2015	45.76	0.00	0.00	45.76
2011-03-0063149	C	HOPE TRACEY A	SU	SUSPENSE	04/16/2015	159.70	0.00	0.00	159.70
2011-03-0063170	C	HORAN KEVIN L	SU	SUSPENSE	04/16/2015	85.07	0.00	0.00	85.07
2011-03-0063240	C	HOWSON KEITH A	SU	SUSPENSE	04/16/2015	394.62	0.00	0.00	394.62
2011-03-0063347	P	HUMPEL KARL H 3RD	SU	SUSPENSE	04/16/2015	264.52	0.00	0.00	264.52
2011-03-0063384		HURLEY MATTHEW S	SU	SUSPENSE	04/16/2015	53.44	0.00	0.00	53.44
2011-03-0063385		HURLEY MATTHEW S	SU	SUSPENSE	04/16/2015	91.21	0.00	0.00	91.21
2011-03-0063431		HYCHKO BRIAN J	SU	SUSPENSE	04/16/2015	50.67	0.00	0.00	50.67
2011-03-0063690		JACKSON LOUISE	SU	SUSPENSE	04/16/2015	109.02	0.00	0.00	109.02
2011-03-0063691		JACKSON LOUISE	SU	SUSPENSE	04/16/2015	147.42	0.00	0.00	147.42
2011-03-0063711		JACOBSEN KIMBERLY L	SU	SUSPENSE	04/16/2015	152.64	0.00	0.00	152.64
2011-03-0063762		JALHOUM GEORGE	SU	SUSPENSE	04/16/2015	280.08	0.00	0.00	280.08
2011-03-0063776		JAMSHIDIAN CYRUS	SU	SUSPENSE	04/16/2015	252.74	0.00	0.00	252.74
2011-03-0064060		JONES DANA	SU	SUSPENSE	04/16/2015	351.94	0.00	0.00	351.94
2011-03-0064161	C	JULIAN AMAL OR	SU	SUSPENSE	04/16/2015	541.12	0.00	0.00	541.12
2011-03-0064357		KARAGIANNIS ANARGYROS	SU	SUSPENSE	04/16/2015	100.42	0.00	0.00	100.42
2011-03-0064371	C	KARKELLIE LAURA A	SU	SUSPENSE	04/16/2015	293.60	0.00	0.00	293.60
2011-03-0064408		KASHAN FAWAD	SU	SUSPENSE	04/16/2015	2.97	0.00	0.00	2.97
2011-03-0064426		KATTLER CHRISTINE	SU	SUSPENSE	04/16/2015	42.38	0.00	0.00	42.38
2011-03-0064484		KEARNS MARIA T	SU	SUSPENSE	04/16/2015	481.54	0.00	0.00	481.54
2011-03-0064503		KECSKES GARY A	SU	SUSPENSE	04/16/2015	386.02	0.00	0.00	386.02
2011-03-0064538		KEISER TYLER M	SU	SUSPENSE	04/16/2015	244.46	0.00	0.00	244.46
2011-03-0064539		KEISER TYLER M	SU	SUSPENSE	04/16/2015	389.10	0.00	0.00	389.10
2011-03-0064552	C	KELLER CYNTHIA T	SU	SUSPENSE	04/16/2015	58.04	0.00	0.00	58.04
2011-03-0064553	C	KELLER CYNTHIA T	SU	SUSPENSE	04/16/2015	33.78	0.00	0.00	33.78

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2011-03-0064555	C	KELLER EVELYN H	SU	SUSPENSE	04/16/2015	61.91	0.00	0.00	61.91
2011-03-0064556		KELLER HENRY O	SU	SUSPENSE	04/16/2015	481.54	0.00	0.00	481.54
2011-03-0064557		KELLER HENRY O OR	SU	SUSPENSE	04/16/2015	13.82	0.00	0.00	13.82
2011-03-0064558		KELLER HENRY O OR	SU	SUSPENSE	04/16/2015	677.16	0.00	0.00	677.16
2011-03-0064560	C	KELLER ROGER D	SU	SUSPENSE	04/16/2015	53.74	0.00	0.00	53.74
2011-03-0064561	C	KELLER ROGER D	SU	SUSPENSE	04/16/2015	13.82	0.00	0.00	13.82
2011-03-0064562	C	KELLER ROGER D	SU	SUSPENSE	04/16/2015	47.91	0.00	0.00	47.91
2011-03-0064563		KELLER ROGER D	SU	SUSPENSE	04/16/2015	46.07	0.00	0.00	46.07
2011-03-0064624		KEMP AMANDA GRACE	SU	SUSPENSE	04/16/2015	467.10	0.00	0.00	467.10
2011-03-0064634	C	KENIA ELIZABETH BERNAL	SU	SUSPENSE	04/16/2015	216.52	0.00	0.00	216.52
2011-03-0064849		KIM SEUNG H	SU	SUSPENSE	04/16/2015	124.08	0.00	0.00	124.08
2011-03-0064889		KING LEBENSON TRUDY L	SU	SUSPENSE	04/16/2015	244.30	0.00	0.00	244.30
2011-03-0064891		KING PATRICIA	SU	SUSPENSE	04/16/2015	342.42	0.00	0.00	342.42
2011-03-0064892		KING PATRICIA E	SU	SUSPENSE	04/16/2015	54.36	0.00	0.00	54.36
2011-03-0065005		KLINGAMAN GREGORY M	SU	SUSPENSE	04/16/2015	186.10	0.00	0.00	186.10
2011-03-0065006		KLINGAMAN SARAJANE E	SU	SUSPENSE	04/16/2015	497.82	0.00	0.00	497.82
2011-03-0065009		KLOC BERNARD T	SU	SUSPENSE	04/16/2015	80.15	0.00	0.00	80.15
2011-03-0065062	C	KNOPF GERTRUDE OR	SU	SUSPENSE	04/16/2015	24.57	0.00	0.00	24.57
2011-03-0065065		KNOPICK HELENE B	SU	SUSPENSE	04/16/2015	87.22	0.00	0.00	87.22
2011-03-0065106		KOCIS ROBERT N	SU	SUSPENSE	04/16/2015	347.64	0.00	0.00	347.64
2011-03-0065107		KOCIS ROBERT N	SU	SUSPENSE	04/16/2015	9.21	0.00	0.00	9.21
2011-03-0065108		KOCIS ROBERT N	SU	SUSPENSE	04/16/2015	221.12	0.00	0.00	221.12
2011-03-0065414		KRISTOF DOROTHY	SU	SUSPENSE	04/16/2015	8.26	0.00	0.00	8.26
2011-03-0065488		KUCHMAS JOHN	SU	SUSPENSE	04/16/2015	163.38	0.00	0.00	163.38
2011-03-0065506		KUDRAVY MICHAEL	SU	SUSPENSE	04/16/2015	248.44	0.00	0.00	248.44
2011-03-0065617		KWAPONG H SHIRLEY	SU	SUSPENSE	04/16/2015	68.79	0.00	0.00	68.79
2011-03-0065842		LANE GREGORY L	SU	SUSPENSE	04/16/2015	50.67	0.00	0.00	50.67

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2011-03-0065909		LAPKE DONNA M	SU	SUSPENSE	04/16/2015	29.05	0.00	0.00	29.05
2011-03-0066066		LEAL EHLERMAN C	SU	SUSPENSE	04/16/2015	315.08	0.00	0.00	315.08
2011-03-0066141		LEE SOYOUNG	SU	SUSPENSE	04/16/2015	1,737.58	0.00	0.00	1,737.58
2011-03-0066142		LEE SOYOUNG	SU	SUSPENSE	04/16/2015	387.56	0.00	0.00	387.56
2011-03-0066151		LEE TRACY MARIE	SU	SUSPENSE	04/16/2015	313.24	0.00	0.00	313.24
2011-03-0066217		LEMBO CAROLE E	SU	SUSPENSE	04/16/2015	300.96	0.00	0.00	300.96
2011-03-0066553		LINDWALL CHRISTOPHER OR	SU	SUSPENSE	04/16/2015	257.66	0.00	0.00	257.66
2011-03-0066593		LISCINSKY ANDRE M	SU	SUSPENSE	04/16/2015	324.60	0.00	0.00	324.60
2011-03-0066695	C	LOCKHART MARTIN	SU	SUSPENSE	04/16/2015	257.04	0.00	0.00	257.04
2011-03-0066751		LOMBARDI ANNEMARIE	SU	SUSPENSE	04/16/2015	62.96	0.00	0.00	62.96
2011-03-0066760		LOMBARDO CHRISTINA A	SU	SUSPENSE	04/16/2015	104.72	0.00	0.00	104.72
2011-03-0066775	C	LONG FREDDIE OR	SU	SUSPENSE	04/16/2015	56.51	0.00	0.00	56.51
2011-03-0066805	C	LONG PATRICIA A	SU	SUSPENSE	04/16/2015	72.17	0.00	0.00	72.17
2011-03-0067037		LUKASEVYCH OLEH	SU	SUSPENSE	04/16/2015	139.12	0.00	0.00	139.12
2011-03-0067053	C	LUNGI PAUL M	SU	SUSPENSE	04/16/2015	71.55	0.00	0.00	71.55
2011-03-0067147	C	M A NEW ENGLAND LLC	SU	SUSPENSE	04/16/2015	140.96	0.00	0.00	140.96
2011-03-0067181	C	MACEIRA DAVID	SU	SUSPENSE	04/16/2015	49.44	0.00	0.00	49.44
2011-03-0067332	C	MAHONEY CHRISTOPHER J	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0067441		MALLON ERIN K	SU	SUSPENSE	04/16/2015	90.90	0.00	0.00	90.90
2011-03-0067496		MALOTA BESIM	SU	SUSPENSE	04/16/2015	589.64	0.00	0.00	589.64
2011-03-0067505		MALTAS AMY B	SU	SUSPENSE	04/16/2015	84.45	0.00	0.00	84.45
2011-03-0067555	C	MANGAN ALEXIS V	SU	SUSPENSE	04/16/2015	583.18	0.00	0.00	583.18
2011-03-0067791		MARINO ANN	SU	SUSPENSE	04/16/2015	133.28	0.00	0.00	133.28
2011-03-0067859	P	MARRERO JOCELYN E	SU	SUSPENSE	04/16/2015	6.20	0.00	0.00	6.20
2011-03-0067978	C	MARTIRO LYNN M	SU	SUSPENSE	04/16/2015	56.51	0.00	0.00	56.51
2011-03-0068073		MASTROIANNI UGO	SU	SUSPENSE	04/16/2015	58.81	0.00	0.00	58.81
2011-03-0068193		MAXI MARC S	SU	SUSPENSE	04/16/2015	468.64	0.00	0.00	468.64

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2011-03-0068221		MAYO HILARY A	SU	SUSPENSE	04/16/2015	147.56	0.00	0.00	147.56
2011-03-0068228		MAZUROK NICHOLAS D	SU	SUSPENSE	04/16/2015	227.88	0.00	0.00	227.88
2011-03-0068237		MAZZABUFI FRANK S	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0068258		MCALEER PATRICIA E	SU	SUSPENSE	04/16/2015	76.62	0.00	0.00	76.62
2011-03-0068395		MCDOUGALL GERALD P	SU	SUSPENSE	04/16/2015	54.36	0.00	0.00	54.36
2011-03-0068396	C	MCDOUGALL GERALD W	SU	SUSPENSE	04/16/2015	540.80	0.00	0.00	540.80
2011-03-0068444		MCGOVERN MARIA D	SU	SUSPENSE	04/16/2015	85.99	0.00	0.00	85.99
2011-03-0068588		MENAMARA ROBERT	SU	SUSPENSE	04/16/2015	252.14	0.00	0.00	252.14
2011-03-0068590	C	MENAMARA THERESA R	SU	SUSPENSE	04/16/2015	56.97	0.00	0.00	56.97
2011-03-0068612		MCPARTLAND LAURA E	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0068722	C	MEISTER JAY M	SU	SUSPENSE	04/16/2015	51.22	0.00	0.00	51.22
2011-03-0068742	C	MELGAR VICTOR R	SU	SUSPENSE	04/16/2015	550.32	0.00	0.00	550.32
2011-03-0068810	C	MERCALDI PATRICIA	SU	SUSPENSE	04/16/2015	182.72	0.00	0.00	182.72
2011-03-0068841		MERVIL JEAN W	SU	SUSPENSE	04/16/2015	89.67	0.00	0.00	89.67
2011-03-0068959		MICHEL EDWIN	SU	SUSPENSE	04/16/2015	93.97	0.00	0.00	93.97
2011-03-0068988		MIDDLETON KENNETH E	SU	SUSPENSE	04/16/2015	130.52	0.00	0.00	130.52
2011-03-0069169	C	MILLER TERRI L	SU	SUSPENSE	04/16/2015	214.06	0.00	0.00	214.06
2011-03-0069172		MILLER WILLIAM J III	SU	SUSPENSE	04/16/2015	220.50	0.00	0.00	220.50
2011-03-0069173		MILLER WILLIAM T 3RD	SU	SUSPENSE	04/16/2015	462.20	0.00	0.00	462.20
2011-03-0069174		MILLER WILLIAM T 3RD	SU	SUSPENSE	04/16/2015	87.22	0.00	0.00	87.22
2011-03-0069218		MINES CHARLOTTE E	SU	SUSPENSE	04/16/2015	104.72	0.00	0.00	104.72
2011-03-0069261		MIRANDA ALEXANDRE P	SU	SUSPENSE	04/16/2015	280.08	0.00	0.00	280.08
2011-03-0069262		MIRANDA GLAUCOS A	SU	SUSPENSE	04/16/2015	54.97	0.00	0.00	54.97
2011-03-0069305		MITCHELL ALEXANDER	SU	SUSPENSE	04/16/2015	250.90	0.00	0.00	250.90
2011-03-0069417		MOLIN NICHOLAS A	SU	SUSPENSE	04/16/2015	220.80	0.00	0.00	220.80
2011-03-0069498		MONTAGNESE CAROL L	SU	SUSPENSE	04/16/2015	663.64	0.00	0.00	663.64
2011-03-0069549		MONTERO STEPHEN	SU	SUSPENSE	04/16/2015	93.67	0.00	0.00	93.67

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2011-03-0069574		MOORE COURTNEY LYNN L	SU	SUSPENSE	04/16/2015	247.53	0.00	0.00	247.53
2011-03-0069592		MOORE STEPHEN	SU	SUSPENSE	04/16/2015	104.72	0.00	0.00	104.72
2011-03-0069660		MORAN ZIAMARA	SU	SUSPENSE	04/16/2015	159.08	0.00	0.00	159.08
2011-03-0069715		MORICI ATHENA E	SU	SUSPENSE	04/16/2015	143.12	0.00	0.00	143.12
2011-03-0069762		MORROW BRENT P	SU	SUSPENSE	04/16/2015	113.02	0.00	0.00	113.02
2011-03-0069774		MORTGAGE CO OF NEW	SU	SUSPENSE	04/16/2015	276.40	0.00	0.00	276.40
2011-03-0069775		MORTGAGE COMPANY OF	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0069794		MOSES MICHAEL E	SU	SUSPENSE	04/16/2015	156.94	0.00	0.00	156.94
2011-03-0069795		MOSES MICHAEL E	SU	SUSPENSE	04/16/2015	343.96	0.00	0.00	343.96
2011-03-0070037		MURRAY ANTOINETTE M	SU	SUSPENSE	04/16/2015	377.74	0.00	0.00	377.74
2011-03-0070075		NA YOUN JU	SU	SUSPENSE	04/16/2015	261.66	0.00	0.00	261.66
2011-03-0070076		NA YOUNJU	SU	SUSPENSE	04/16/2015	232.78	0.00	0.00	232.78
2011-03-0070200		NAZARETH ROZILENE F	SU	SUSPENSE	04/16/2015	398.92	0.00	0.00	398.92
2011-03-0070220		NEFF DONNA L	SU	SUSPENSE	04/16/2015	527.30	0.00	0.00	527.30
2011-03-0070221		NEFF DONNA L	SU	SUSPENSE	04/16/2015	60.81	0.00	0.00	60.81
2011-03-0070240		NEILSEN MICHAEL 3RD	SU	SUSPENSE	04/16/2015	93.67	0.00	0.00	93.67
2011-03-0070359		NGUYEN KHANG P	SU	SUSPENSE	04/16/2015	295.12	0.00	0.00	295.12
2011-03-0070420	C	NICTAS PETER P	SU	SUSPENSE	04/16/2015	366.06	0.00	0.00	366.06
2011-03-0070421	C	NICTAS PETER PANAGIOTIS	SU	SUSPENSE	04/16/2015	103.80	0.00	0.00	103.80
2011-03-0070446	C	NIEVES LISANDRA	SU	SUSPENSE	04/16/2015	451.44	0.00	0.00	451.44
2011-03-0071040		OBUA MAUREEN E	SU	SUSPENSE	04/16/2015	76.93	0.00	0.00	76.93
2011-03-0071041		OBUA MAUREEN E	SU	SUSPENSE	04/16/2015	52.37	0.00	0.00	52.37
2011-03-0071109		OCONNOR NELLISE	SU	SUSPENSE	04/16/2015	122.54	0.00	0.00	122.54
2011-03-0071154		OHARA RILEY KAREN	SU	SUSPENSE	04/16/2015	0.02	0.00	0.00	0.02
2011-03-0071179		OLIGINO SALLY	SU	SUSPENSE	04/16/2015	282.22	0.00	0.00	282.22
2011-03-0071180		OLIGINO SALLY E	SU	SUSPENSE	04/16/2015	139.12	0.00	0.00	139.12
2011-03-0071189	C	OLIVEIRA LIVIA L	SU	SUSPENSE	04/16/2015	97.96	0.00	0.00	97.96

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2011-03-0071203		OLIVEIRA STEVEN C	SU	SUSPENSE	04/16/2015	214.36	0.00	0.00	214.36
2011-03-0071298		ORICCHIO RENEE E	SU	SUSPENSE	04/16/2015	151.72	0.00	0.00	151.72
2011-03-0071299	C	ORJUELA INGRID M	SU	SUSPENSE	04/16/2015	563.22	0.00	0.00	563.22
2011-03-0071416		OTTANI CORDELIA M	SU	SUSPENSE	04/16/2015	93.05	0.00	0.00	93.05
2011-03-0071544		PAINÉ JAMES R	SU	SUSPENSE	04/16/2015	55.89	0.00	0.00	55.89
2011-03-0071604		PALMER SHAWN A	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0071957		PATERNOSTER VIVIAN	SU	SUSPENSE	04/16/2015	300.96	0.00	0.00	300.96
2011-03-0072096		PEEWEE HORSE FARM	SU	SUSPENSE	04/16/2015	87.52	0.00	0.00	87.52
2011-03-0072146		PENA ANTHONY	SU	SUSPENSE	04/16/2015	251.52	0.00	0.00	251.52
2011-03-0072197	C	PEPPING WILLIAM T	SU	SUSPENSE	04/16/2015	2.74	0.00	0.00	2.74
2011-03-0072239		PEREIRO MARISA J	SU	SUSPENSE	04/16/2015	140.17	0.00	0.00	140.17
2011-03-0072265	P	PERILLO ANTHONY	SU	SUSPENSE	04/16/2015	95.02	0.00	0.00	95.02
2011-03-0072310		PERUSSE RICK M	SU	SUSPENSE	04/16/2015	144.64	0.00	0.00	144.64
2011-03-0072311		PERUSSE RICK M	SU	SUSPENSE	04/16/2015	263.18	0.00	0.00	263.18
2011-03-0072481		PHAOSOUNG XAYONH	SU	SUSPENSE	04/16/2015	183.34	0.00	0.00	183.34
2011-03-0072482		PHAOSOUNG XAYONH	SU	SUSPENSE	04/16/2015	80.15	0.00	0.00	80.15
2011-03-0072483		PHAOSOUNG XAYONH	SU	SUSPENSE	04/16/2015	404.76	0.00	0.00	404.76
2011-03-0072498		PHILLIPS DIANA E	SU	SUSPENSE	04/16/2015	64.80	0.00	0.00	64.80
2011-03-0072964		PONS STEVEN R	SU	SUSPENSE	04/16/2015	59.27	0.00	0.00	59.27
2011-03-0072965		PONS STEVEN R OR	SU	SUSPENSE	04/16/2015	144.64	0.00	0.00	144.64
2011-03-0073162		PROMUTO VINCENT L	SU	SUSPENSE	04/16/2015	151.10	0.00	0.00	151.10
2011-03-0073230	Z	PUGLIESE DANA V	SU	SUSPENSE	04/16/2015	75.88	0.00	0.00	75.88
2011-03-0073306		QUICKENING PLANT SUPPORT	SU	SUSPENSE	04/16/2015	207.60	0.00	0.00	207.60
2011-03-0073307		QUIGLEY CHRISTOPHER H	SU	SUSPENSE	04/16/2015	72.02	0.00	0.00	72.02
2011-03-0073308		QUIGLEY CHRISTOPHER H	SU	SUSPENSE	04/16/2015	61.73	0.00	0.00	61.73
2011-03-0073365		RACZ CORNELL J	SU	SUSPENSE	04/16/2015	475.08	0.00	0.00	475.08
2011-03-0073506		RANGER CECILY M	SU	SUSPENSE	04/16/2015	152.10	0.00	0.00	152.10

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2011-03-0073558		RAWL STEPHEN ANDREW	SU	SUSPENSE	04/16/2015	56.20	0.00	0.00	56.20
2011-03-0073686		REILLY J GERARD	SU	SUSPENSE	04/16/2015	70.33	0.00	0.00	70.33
2011-03-0073702		REILLY SANDRA M OR	SU	SUSPENSE	04/16/2015	280.70	0.00	0.00	280.70
2011-03-0073794		REV USED FURNITURE AND CONSIGNMENT	SU	SUSPENSE	04/16/2015	91.82	0.00	0.00	91.82
2011-03-0073795 C		REV USED FURNITURE AND CONSIGNMENT	SU	SUSPENSE	04/16/2015	50.06	0.00	0.00	50.06
2011-03-0073930 C		RICHARDS LOUIS J	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0073944		RICHARDSON SUSAN E	SU	SUSPENSE	04/16/2015	62.96	0.00	0.00	62.96
2011-03-0074015		RILEY WILLIAM R	SU	SUSPENSE	04/16/2015	676.54	0.00	0.00	676.54
2011-03-0074064		RIVERA NELSON	SU	SUSPENSE	04/16/2015	447.14	0.00	0.00	447.14
2011-03-0074067		RIVERA PATRICK N	SU	SUSPENSE	04/16/2015	80.77	0.00	0.00	80.77
2011-03-0074149		ROCHE EILEEN A	SU	SUSPENSE	04/16/2015	120.38	0.00	0.00	120.38
2011-03-0074648		RUBIN KAREN	SU	SUSPENSE	04/16/2015	92.44	0.00	0.00	92.44
2011-03-0074654 C		RUBINO MICHAEL R	SU	SUSPENSE	04/16/2015	385.42	0.00	0.00	385.42
2011-03-0074889		RYAN MELISSA L	SU	SUSPENSE	04/16/2015	146.18	0.00	0.00	146.18
2011-03-0075061 C		SALAS-DERODRIGUEZ MARTHA	SU	SUSPENSE	04/16/2015	62.96	0.00	0.00	62.96
2011-03-0075062 C		SALAS-DERODRIGUEZ MARTHA	SU	SUSPENSE	04/16/2015	65.72	0.00	0.00	65.72
2011-03-0075094		SALTARELLI CHRISTOPHER M	SU	SUSPENSE	04/16/2015	101.65	0.00	0.00	101.65
2011-03-0075292		SANTOS CHRISTOPHER J	SU	SUSPENSE	04/16/2015	95.82	0.00	0.00	95.82
2011-03-0075452 C		SCACCIA JOSETTE	SU	SUSPENSE	04/16/2015	249.98	0.00	0.00	249.98
2011-03-0075601		SCHLEIER THOMAS M	SU	SUSPENSE	04/16/2015	238.62	0.00	0.00	238.62
2011-03-0075602		SCHLEIER THOMAS M	SU	SUSPENSE	04/16/2015	147.42	0.00	0.00	147.42
2011-03-0075777		SCHWIRZ KARL E	SU	SUSPENSE	04/16/2015	145.58	0.00	0.00	145.58
2011-03-0075860		SCROFANI EMANUEL A	SU	SUSPENSE	04/16/2015	66.03	0.00	0.00	66.03
2011-03-0076080 C		SETO JESSE	SU	SUSPENSE	04/16/2015	221.73	0.00	0.00	221.73
2011-03-0076134		SHAFFER BARBARA L	SU	SUSPENSE	04/16/2015	177.50	0.00	0.00	177.50
2011-03-0076140		SHAH SABANA A A	SU	SUSPENSE	04/16/2015	112.40	0.00	0.00	112.40
2011-03-0076219		SHEA MICHAEL J	SU	SUSPENSE	04/16/2015	475.08	0.00	0.00	475.08

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2011-03-0076220		SHEA MICHAEL J	SU	SUSPENSE	04/16/2015	228.48	0.00	0.00	228.48
2011-03-0076221		SHEA MICHAEL J OR	SU	SUSPENSE	04/16/2015	558.92	0.00	0.00	558.92
2011-03-0076350	P	SIANO JOHN	SU	SUSPENSE	04/16/2015	48.04	0.00	0.00	48.04
2011-03-0076365		SICILIAN MARYANN	SU	SUSPENSE	04/16/2015	62.96	0.00	0.00	62.96
2011-03-0076369		SICONOLFI LAWRENCE	SU	SUSPENSE	04/16/2015	56.92	0.00	0.00	56.92
2011-03-0076425	P	SIGNORIELLO NICHOLAS J	SU	SUSPENSE	04/16/2015	86.73	0.00	0.00	86.73
2011-03-0076432		SIKORSKI CHARLES M	SU	SUSPENSE	04/16/2015	481.54	0.00	0.00	481.54
2011 03 0076433		SIKORSKI CHARLES M	SU	SUSPENSE	04/16/2015	647.68	0.00	0.00	647.68
2011-03-0076492		SILVEIRA FLAVIA OR	SU	SUSPENSE	04/16/2015	254.90	0.00	0.00	254.90
2011-03-0076610	C	SIQUEIRA RONALDO S	SU	SUSPENSE	04/16/2015	136.06	0.00	0.00	136.06
2011-03-0076683	C	SLATE ROOFS INC	SU	SUSPENSE	04/16/2015	306.50	0.00	0.00	306.50
2011-03-0076684	C	SLATE ROOFS INC	SU	SUSPENSE	04/16/2015	229.40	0.00	0.00	229.40
2011-03-0076685	C	SLATE WOOD COPPER LLC	SU	SUSPENSE	04/16/2015	426.88	0.00	0.00	426.88
2011-03-0076747		SMETHURST WILLIAM J OR	SU	SUSPENSE	04/16/2015	83.22	0.00	0.00	83.22
2011-03-0076755		SMITH ARTHUR R JR	SU	SUSPENSE	04/16/2015	480.00	0.00	0.00	480.00
2011-03-0076953	Z	SOMMER SUSANNE C	SU	SUSPENSE	04/16/2015	86.34	0.00	0.00	86.34
2011-03-0076982	C	SORRENTINO JOSEPH	SU	SUSPENSE	04/16/2015	253.06	0.00	0.00	253.06
2011-03-0077282		STARLING PATRICK W	SU	SUSPENSE	04/16/2015	325.68	0.00	0.00	325.68
2011-03-0077497	C	STOCK YAAKOV	SU	SUSPENSE	04/16/2015	279.46	0.00	0.00	279.46
2011-03-0077514		STOGOSKI LYNNE A OR	SU	SUSPENSE	04/16/2015	108.72	0.00	0.00	108.72
2011-03-0077515		STOGOSKI WILLIAM OR	SU	SUSPENSE	04/16/2015	120.38	0.00	0.00	120.38
2011-03-0077623		STROBEL BARRY J	SU	SUSPENSE	04/16/2015	144.64	0.00	0.00	144.64
2011-03-0077624		STROBEL BARRY K	SU	SUSPENSE	04/16/2015	132.36	0.00	0.00	132.36
2011-03-0077790		SWEET HOWARD C 3RD	SU	SUSPENSE	04/16/2015	139.12	0.00	0.00	139.12
2011-03-0077971		TARASCIO MICHAEL R	SU	SUSPENSE	04/16/2015	437.00	0.00	0.00	437.00
2011 03 0077989		TARINELLI ANNMARIE	SU	SUSPENSE	04/16/2015	224.95	0.00	0.00	224.95
2011-03-0078114		TELESCO CAROLYN L	SU	SUSPENSE	04/16/2015	97.96	0.00	0.00	97.96

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2011-03-0078161	C	TESTANI ANTHONY	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0078299	C	THIBODEAU DANIELLE M	SU	SUSPENSE	04/16/2015	109.02	0.00	0.00	109.02
2011-03-0078330		THOMAS ISAAC B	SU	SUSPENSE	04/16/2015	459.42	0.00	0.00	459.42
2011-03-0078554		TOMBOULIDES ARISTIDES A	SU	SUSPENSE	04/16/2015	226.96	0.00	0.00	226.96
2011-03-0078555		TOMBOULIDES LAURIE BAUMA	SU	SUSPENSE	04/16/2015	87.22	0.00	0.00	87.22
2011-03-0078622		TORRES ERIC	SU	SUSPENSE	04/16/2015	84.15	0.00	0.00	84.15
2011-03-0078642		TORRITO MARGARET G OR	SU	SUSPENSE	04/16/2015	73.09	0.00	0.00	73.09
2011-03-0079008		TRANGUILLO LAWRENCE	SU	SUSPENSE	04/16/2015	63.42	0.00	0.00	63.42
2011-03-0079086		TROMBETTA VICTOR M	SU	SUSPENSE	04/16/2015	81.07	0.00	0.00	81.07
2011-03-0079197		TUCCI MATTHEW J	SU	SUSPENSE	04/16/2015	168.92	0.00	0.00	168.92
2011-03-0079237		TURCOTTE ROCHELLE	SU	SUSPENSE	04/16/2015	128.98	0.00	0.00	128.98
2011-03-0079306		TYLER JAY M JR	SU	SUSPENSE	04/16/2015	57.58	0.00	0.00	57.58
2011-03-0079338		UGOKWE NWAMAKA C	SU	SUSPENSE	04/16/2015	329.52	0.00	0.00	329.52
2011-03-0079369		UNITED CLOTHING RECYCLING INC	SU	SUSPENSE	04/16/2015	186.42	0.00	0.00	186.42
2011-03-0079525		VALENTIN JUAN A	SU	SUSPENSE	04/16/2015	32.58	0.00	0.00	32.58
2011-03-0079750	C	VELASQUEZ VICTOR M	SU	SUSPENSE	04/16/2015	140.34	0.00	0.00	140.34
2011-03-0079806		VERAS ANDREW W	SU	SUSPENSE	04/16/2015	81.07	0.00	0.00	81.07
2011-03-0079807		VERAS ANDREW W	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0080064		VOLANTE ANTHONY V	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0080332	C	WALLANDER MICHAEL D	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0080403		WARD JEFFREY	SU	SUSPENSE	04/16/2015	390.64	0.00	0.00	390.64
2011-03-0080404		WARD JEFFREY P OR	SU	SUSPENSE	04/16/2015	308.64	0.00	0.00	308.64
2011-03-0080439		WARREN KATHERINE E	SU	SUSPENSE	04/16/2015	246.60	0.00	0.00	246.60
2011-03-0080492	C	WATTS DANIELLE	SU	SUSPENSE	04/16/2015	379.58	0.00	0.00	379.58
2011-03-0080517		WEAVER CHRISTOPHER M	SU	SUSPENSE	04/16/2015	700.20	0.00	0.00	700.20
2011-03-0080602		WELLS SUSAN A	SU	SUSPENSE	04/16/2015	48.52	0.00	0.00	48.52
2011-03-0080696	P	WHEELER JENNIFER M	SU	SUSPENSE	04/16/2015	87.68	0.00	0.00	87.68

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2011-03-0080697	C	WHEELER KATIE C	SU	SUSPENSE	04/16/2015	104.72	0.00	0.00	104.72
2011-03-0080698	C	WHEELER KATIE C	SU	SUSPENSE	04/16/2015	81.69	0.00	0.00	81.69
2011-03-0080856		WIENCEK JEFFREY J	SU	SUSPENSE	04/16/2015	42.07	0.00	0.00	42.07
2011-03-0080857	C	WIENER MILTON	SU	SUSPENSE	04/16/2015	99.50	0.00	0.00	99.50
2011-03-0080974	C	WILLIS LORI A	SU	SUSPENSE	04/16/2015	148.34	0.00	0.00	148.34
2011-03-0081004	C	WILSON KATHERINE M	SU	SUSPENSE	04/16/2015	1.29	0.00	0.00	1.29
2011-03-0081039		WINSKI CHRISTOPHER A	SU	SUSPENSE	04/16/2015	234.94	0.00	0.00	234.94
2011-03-0081046		WINTER MARION G	SU	SUSPENSE	04/16/2015	81.23	0.00	0.00	81.23
2011-03-0081047		WIRT PEARL T OR	SU	SUSPENSE	04/16/2015	204.22	0.00	0.00	204.22
2011-03-0081072		WITSCHY CHRISTIAN M	SU	SUSPENSE	04/16/2015	4.71	0.00	0.00	4.71
2011-03-0081349		YOO BRIAN	SU	SUSPENSE	04/16/2015	279.46	0.00	0.00	279.46
2011-03-0081355		YOPCHICK LEONARD T	SU	SUSPENSE	04/16/2015	119.78	0.00	0.00	119.78
2011-03-0081376	C	YOUNG NANCY	SU	SUSPENSE	04/16/2015	152.64	0.00	0.00	152.64
2011-03-0081387	C	YOUR CHAUFFEUR LIMOUSINE	SU	SUSPENSE	04/16/2015	349.80	0.00	0.00	349.80
2011-03-0081388	C	YOUR CHAUFFEUR LIMOUSINE	SU	SUSPENSE	04/16/2015	110.86	0.00	0.00	110.86
2011-03-0081592		ZIAOLHAGH ALI	SU	SUSPENSE	04/16/2015	206.38	0.00	0.00	206.38
2011-03-0081654		ZORZAZ PAINTING USA LLC	SU	SUSPENSE	04/16/2015	184.88	0.00	0.00	184.88
2011-03-0081717	Z	APOSHIAN MICHAEL A	SU	SUSPENSE	04/16/2015	83.32	0.00	0.00	83.32
2011-03-0081746	C	PITCHER CHARLES A	SU	SUSPENSE	04/16/2015	276.40	0.00	0.00	276.40
2011-03-0081752	A	KAPTEINA CHRISTOPHER M	SU	SUSPENSE	04/16/2015	35.41	0.00	0.00	35.41
2011-03-0081771	A	REYNOLDS GLENN OR	SU	SUSPENSE	04/16/2015	282.22	0.00	0.00	282.22
2011-03-0081772	A	REYNOLDS GLENN R	SU	SUSPENSE	04/16/2015	81.69	0.00	0.00	81.69
2011-03-0081865	A	DOMBROWSKI SARAH B	SU	SUSPENSE	04/16/2015	133.90	0.00	0.00	133.90
2011-03-0081906	A	MARIN INGRID K	SU	SUSPENSE	04/16/2015	498.12	0.00	0.00	498.12
2011-03-0081933	A	B AND I INVESTORS LLC	SU	SUSPENSE	04/16/2015	159.08	0.00	0.00	159.08
2011-03-0081936	A	SPACE BUILDERS INC	SU	SUSPENSE	04/16/2015	636.32	0.00	0.00	636.32
2011-03-0082272	A	RAMSEYER CLAYTON	SU	SUSPENSE	04/16/2015	301.58	0.00	0.00	301.58

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2011-03-0082283		WERNER MICHELE J	SU	SUSPENSE	04/16/2015	257.04	0.00	0.00	257.04
2011-03-0082304	A	ZIMMERMAN HOPE	SU	SUSPENSE	04/16/2015	91.82	0.00	0.00	91.82
2011-03-0082362	A	HESTER ANN M	SU	SUSPENSE	04/16/2015	78.31	0.00	0.00	78.31
2011-03-0082373	A	CHRISTY PETER C	SU	SUSPENSE	04/16/2015	143.52	0.00	0.00	143.52
2011-03-0082385	A	SANTOS KATHLEEN	SU	SUSPENSE	04/16/2015	77.08	0.00	0.00	77.08
2011-03-0082387	A	REXROAT KRISTINE	SU	SUSPENSE	04/16/2015	15.36	0.00	0.00	15.36
2011-03-0082395	A	CARRANO FRANK F	SU	SUSPENSE	04/16/2015	81.07	0.00	0.00	81.07
2011-03-0082396	A	ROBINSON DEDE	SU	SUSPENSE	04/16/2015	109.64	0.00	0.00	109.64
2011-03-0082402	C	VIGHALI JOHN A OR	SU	SUSPENSE	04/16/2015	359.00	0.00	0.00	359.00
<b>MOTOR VEHICLE REGULAR</b>									
		# Of Acct: 468				<b>87,749.74</b>	<b>0.00</b>	<b>0.00</b>	<b>87,749.74</b>
2011-04-0080034		ADK ELECTRIC LLC	SU	SUSPENSE	04/16/2015	71.25	0.00	0.00	71.25
2011-04-0080039		AGER DARRYL	SU	SUSPENSE	04/16/2015	222.25	0.00	0.00	222.25
2011-04-0080062		ALEXANDER ALBERTO JR	SU	SUSPENSE	04/16/2015	26.63	0.00	0.00	26.63
2011-04-0080128		ANTONIAK DONALD P	SU	SUSPENSE	04/16/2015	13.94	0.00	0.00	13.94
2011-04-0080167		ATKINSON MIGUEL S	SU	SUSPENSE	04/16/2015	124.13	0.00	0.00	124.13
2011-04-0080172		AUGUSTAVE SAMANTHA L	SU	SUSPENSE	04/16/2015	200.54	0.00	0.00	200.54
2011-04-0080175		AUS-TEX APPLIANCE	SU	SUSPENSE	04/16/2015	13.78	0.00	0.00	13.78
2011-04-0080184		AYALA SANTOS R	SU	SUSPENSE	04/16/2015	35.29	0.00	0.00	35.29
2011-04-0080188		AYLWARD JILLIAN ELYSE	SU	SUSPENSE	04/16/2015	128.18	0.00	0.00	128.18
2011-04-0080190		AYLWARD STEPHEN M	SU	SUSPENSE	04/16/2015	52.88	0.00	0.00	52.88
2011-04-0080191		AYLWARD STEPHEN M	SU	SUSPENSE	04/16/2015	24.72	0.00	0.00	24.72
2011-04-0080197		BAGON JONATHAN BRIAN	SU	SUSPENSE	04/16/2015	18.58	0.00	0.00	18.58
2011-04-0080198		BAHADOSINGH ANDREW E	SU	SUSPENSE	04/16/2015	17.20	0.00	0.00	17.20
2011-04-0080230		BARNASH MELISSA E	SU	SUSPENSE	04/16/2015	43.61	0.00	0.00	43.61
2011-04-0080248		BARTOLO EDWARD A	SU	SUSPENSE	04/16/2015	339.04	0.00	0.00	339.04
2011-04-0080268		BEGG AMIE J	SU	SUSPENSE	04/16/2015	26.29	0.00	0.00	26.29

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Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011-04-0080283		BERMAN SHELLEY	SU	SUSPENSE	04/16/2015	55.34	0.00	0.00	55.34
2011-04-0080295	P	BEVILACQUA LOUIS A	SU	SUSPENSE	04/16/2015	7.68	0.00	0.00	7.68
2011-04-0080400		BRIGANTI DAVE M	SU	SUSPENSE	04/16/2015	103.65	0.00	0.00	103.65
2011-04-0080412		BROWN ADRIENNE E	SU	SUSPENSE	04/16/2015	220.04	0.00	0.00	220.04
2011-04-0080519		CAMACHO IRMA L	SU	SUSPENSE	04/16/2015	241.90	0.00	0.00	241.90
2011-04-0080543		CAPUANO JOSEPH P	SU	SUSPENSE	04/16/2015	96.27	0.00	0.00	96.27
2011-04-0080547		CARBALLO JULIO	SU	SUSPENSE	04/16/2015	159.60	0.00	0.00	159.60
2011-04-0080620		CHARLES RITA D	SU	SUSPENSE	04/16/2015	173.17	0.00	0.00	173.17
2011-04-0080686		CIARDIELLO MARIO	SU	SUSPENSE	04/16/2015	292.27	0.00	0.00	292.27
2011-04-0080760		CONNOLLY ALISTER B	SU	SUSPENSE	04/16/2015	31.72	0.00	0.00	31.72
2011-04-0080814		CRAIG AGNES P	SU	SUSPENSE	04/16/2015	128.15	0.00	0.00	128.15
2011-04-0080833		CUMMINGS LINDA J OR	SU	SUSPENSE	04/16/2015	295.68	0.00	0.00	295.68
2011-04-0080864		DACEY JAMIESON JR	SU	SUSPENSE	04/16/2015	2.00	0.00	0.00	2.00
2011-04-0080873		DAHLIN LAUREN N	SU	SUSPENSE	04/16/2015	194.09	0.00	0.00	194.09
2011-04-0080928		DAVIDSON SEYMOUR	SU	SUSPENSE	04/16/2015	193.35	0.00	0.00	193.35
2011-04-0081025		DESIDERIO MARISA L	SU	SUSPENSE	04/16/2015	313.36	0.00	0.00	313.36
2011-04-0081043		DIANA PHILLIPS	SU	SUSPENSE	04/16/2015	114.95	0.00	0.00	114.95
2011-04-0081085		DINELLO PETER J	SU	SUSPENSE	04/16/2015	101.87	0.00	0.00	101.87
2011-04-0081086		DINELLO PETER J	SU	SUSPENSE	04/16/2015	331.05	0.00	0.00	331.05
2011-04-0081089		DIOVERTI-PRONO MARIA	SU	SUSPENSE	04/16/2015	107.17	0.00	0.00	107.17
2011-04-0081231		ESTACIO EDWIN	SU	SUSPENSE	04/16/2015	600.38	0.00	0.00	600.38
2011-04-0081232		ESTACIO EDWIN	SU	SUSPENSE	04/16/2015	515.90	0.00	0.00	515.90
2011-04-0081239		EVANS KEYSHA	SU	SUSPENSE	04/16/2015	54.91	0.00	0.00	54.91
2011-04-0081263		FARYNIASZ JOSEPH M	SU	SUSPENSE	04/16/2015	305.41	0.00	0.00	305.41
2011-04-0081375		FLAVIN MELANIE L	SU	SUSPENSE	04/16/2015	375.58	0.00	0.00	375.58
2011-04-0081428		FRASCATORE RALPH R OR	SU	SUSPENSE	04/16/2015	33.50	0.00	0.00	33.50
2011-04-0081429		FRASCATORE RALPH R OR	SU	SUSPENSE	04/16/2015	37.90	0.00	0.00	37.90

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Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011-04-0081430		FRASCATORE RALPH R OR	SU	SUSPENSE	04/16/2015	11.12	0.00	0.00	11.12
2011-04-0081431		FRASCATORE RALPH R JOINT	SU	SUSPENSE	04/16/2015	43.67	0.00	0.00	43.67
2011-04-0081436		FRAZIER LUCY M OR	SU	SUSPENSE	04/16/2015	1.29	0.00	0.00	1.29
2011-04-0081465		GAINES HAROLD A	SU	SUSPENSE	04/16/2015	85.68	0.00	0.00	85.68
2011-04-0081494		GARCIA SASHA N	SU	SUSPENSE	04/16/2015	42.99	0.00	0.00	42.99
2011-04-0081500		GARNER JOHNNY	SU	SUSPENSE	04/16/2015	417.35	0.00	0.00	417.35
2011-04-0081501		GARNER JOHNNY	SU	SUSPENSE	04/16/2015	306.33	0.00	0.00	306.33
2011-04-0081507	C	GDG CONSTRUCTION LLC	SU	SUSPENSE	04/16/2015	26.90	0.00	0.00	26.90
2011-04-0081508	C	GDG CONSTRUCTION LLC	SU	SUSPENSE	04/16/2015	30.59	0.00	0.00	30.59
2011-04-0081542		GERATHY GREGG W	SU	SUSPENSE	04/16/2015	220.04	0.00	0.00	220.04
2011-04-0081635		GRANT TYRONE CO	SU	SUSPENSE	04/16/2015	29.54	0.00	0.00	29.54
2011-04-0081723		HARREL GWENOLYN	SU	SUSPENSE	04/16/2015	103.19	0.00	0.00	103.19
2011-04-0081728	A	HARRIS NANCY P	SU	SUSPENSE	04/16/2015	128.37	0.00	0.00	128.37
2011-04-0081731		HARRISON DWAYNE M	SU	SUSPENSE	04/16/2015	1,072.95	0.00	0.00	1,072.95
2011-04-0081746		HAWKINS CHELSEY A	SU	SUSPENSE	04/16/2015	122.84	0.00	0.00	122.84
2011-04-0081747		HAWKINS RACHELLE R	SU	SUSPENSE	04/16/2015	127.91	0.00	0.00	127.91
2011-04-0081750		HAYES EVELYN R	SU	SUSPENSE	04/16/2015	344.32	0.00	0.00	344.32
2011-04-0081807		HOLDAWAY STEVEN D	SU	SUSPENSE	04/16/2015	212.51	0.00	0.00	212.51
2011-04-0082083		JIMENEZ GRACE M	SU	SUSPENSE	04/16/2015	78.62	0.00	0.00	78.62
2011-04-0082091		JOHNSON EVA DAWN	SU	SUSPENSE	04/16/2015	95.26	0.00	0.00	95.26
2011-04-0082191		KELLER CYNTHIA T	SU	SUSPENSE	04/16/2015	17.38	0.00	0.00	17.38
2011-04-0082194		KELLY COLM T	SU	SUSPENSE	04/16/2015	140.96	0.00	0.00	140.96
2011-04-0082202		KEMP AMANDA GRACE	SU	SUSPENSE	04/16/2015	176.00	0.00	0.00	176.00
2011-04-0082211		KENNY LAUREN ELIZABETH	SU	SUSPENSE	04/16/2015	44.22	0.00	0.00	44.22
2011-04-0082216		KHAN FAWAD	SU	SUSPENSE	04/16/2015	453.03	0.00	0.00	453.03
2011-04-0082250		KNECHT KEITH W	SU	SUSPENSE	04/16/2015	135.62	0.00	0.00	135.62
2011-04-0082251		KNECHT RACHEL M	SU	SUSPENSE	04/16/2015	79.66	0.00	0.00	79.66

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Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011-04-0082260		KOCIS ROBERT N	SU	SUSPENSE	04/16/2015	345.18	0.00	0.00	345.18
2011-04-0082261		KOENIG RACHAEL MARIE	SU	SUSPENSE	04/16/2015	43.55	0.00	0.00	43.55
2011-04-0082318		KUCHMAS JOHN	SU	SUSPENSE	04/16/2015	54.82	0.00	0.00	54.82
2011-04-0082337		L C EQUIPMENT LLC	SU	SUSPENSE	04/16/2015	102.45	0.00	0.00	102.45
2011-04-0082340		LACERDIA FRANCISCO S	SU	SUSPENSE	04/16/2015	265.55	0.00	0.00	265.55
2011-04-0082370		LAPKE DONNA M	SU	SUSPENSE	04/16/2015	42.56	0.00	0.00	42.56
2011-04-0082452		LIBURD BRADLEY S	SU	SUSPENSE	04/16/2015	114.24	0.00	0.00	114.24
2011-04-0082539		M AND A BUILDERS LLC	SU	SUSPENSE	04/16/2015	70.63	0.00	0.00	70.63
2011-04-0082577		MALLON PATRICK M JOINT	SU	SUSPENSE	04/16/2015	21.25	0.00	0.00	21.25
2011-04-0082613		MARELLA VICTOR 3RD	SU	SUSPENSE	04/16/2015	254.86	0.00	0.00	254.86
2011-04-0082658		MARTIRE TINA L	SU	SUSPENSE	04/16/2015	5.59	0.00	0.00	5.59
2011-04-0082737		MCGRORY BRIAN	SU	SUSPENSE	04/16/2015	102.15	0.00	0.00	102.15
2011-04-0082749		MCKIERNAN KARLA ANNE	SU	SUSPENSE	04/16/2015	110.28	0.00	0.00	110.28
2011-04-0082750		MCKIERNAN KARLA ANNE	SU	SUSPENSE	04/16/2015	210.55	0.00	0.00	210.55
2011-04-0082754		MCLAUGHLIN CHRISTOPHER	SU	SUSPENSE	04/16/2015	6.39	0.00	0.00	6.39
2011-04-0082804		MERCADO CRYSTAL R OR	SU	SUSPENSE	04/16/2015	318.16	0.00	0.00	318.16
2011-04-0082852		MINES CHARLOTTE E	SU	SUSPENSE	04/16/2015	352.24	0.00	0.00	352.24
2011-04-0082875		MODEE MICHAEL	SU	SUSPENSE	04/16/2015	313.86	0.00	0.00	313.86
2011-04-0082897		MONROE KORIN L	SU	SUSPENSE	04/16/2015	35.29	0.00	0.00	35.29
2011-04-0082995		NEMCHEK JOSEPH P	SU	SUSPENSE	04/16/2015	165.77	0.00	0.00	165.77
2011-04-0083152		OBRIEN JAMIE T	SU	SUSPENSE	04/16/2015	21.31	0.00	0.00	21.31
2011-04-0083191		ORICCHIO RENEE E	SU	SUSPENSE	04/16/2015	117.59	0.00	0.00	117.59
2011-04-0083250		PAPAMIHAIL AGATHA	SU	SUSPENSE	04/16/2015	87.68	0.00	0.00	87.68
2011-04-0083316		PERKINS RYAN P	SU	SUSPENSE	04/16/2015	7.79	0.00	0.00	7.79
2011-04-0083348		PHILLIPS DOUGLAS K	SU	SUSPENSE	04/16/2015	67.32	0.00	0.00	67.32
2011-04-0083367		PIERRE VANESSA R	SU	SUSPENSE	04/16/2015	157.14	0.00	0.00	157.14
2011-04-0083378		PIRRON DANIEL J	SU	SUSPENSE	04/16/2015	29.85	0.00	0.00	29.85

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Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011-04-0083416		PRESSLEY TERRY JR	SU	SUSPENSE	04/16/2015	21.13	0.00	0.00	21.13
2011-04-0083425		PROMUTO VINCENT L	SU	SUSPENSE	04/16/2015	339.62	0.00	0.00	339.62
2011-04-0083454		QUIGLEY KADYROSE L	SU	SUSPENSE	04/16/2015	32.25	0.00	0.00	32.25
2011-04-0083490		REILLY CHRISTOPHER J OR	SU	SUSPENSE	04/16/2015	223.26	0.00	0.00	223.26
2011-04-0083515		RICHARDSON DARREN R	SU	SUSPENSE	04/16/2015	10.23	0.00	0.00	10.23
2011-04-0083519		RICHPORT RECORDS LLC	SU	SUSPENSE	04/16/2015	50.67	0.00	0.00	50.67
2011-04-0083520		RICHPORT RECORDS LLC	SU	SUSPENSE	04/16/2015	117.31	0.00	0.00	117.31
2011-04-0083521		RICHTER ALEIDA	SU	SUSPENSE	04/16/2015	66.33	0.00	0.00	66.33
2011-04-0083535		RIVERA JOSHUA E	SU	SUSPENSE	04/16/2015	105.89	0.00	0.00	105.89
2011-04-0083545		ROBERSON CATRINA ADDIESH	SU	SUSPENSE	04/16/2015	188.10	0.00	0.00	188.10
2011-04-0083548		ROBINSON-WALD MATTHEW MA	SU	SUSPENSE	04/16/2015	95.57	0.00	0.00	95.57
2011-04-0083603		ROTGER EDGAR FRANK	SU	SUSPENSE	04/16/2015	234.01	0.00	0.00	234.01
2011-04-0083640		RUTOLO ANTHONY M	SU	SUSPENSE	04/16/2015	65.63	0.00	0.00	65.63
2011-04-0083737		SCHLEIER THOMAS M OR	SU	SUSPENSE	04/16/2015	252.16	0.00	0.00	252.16
2011-04-0083858		SILANO GIOVANNI	SU	SUSPENSE	04/16/2015	54.36	0.00	0.00	54.36
2011-04-0083943		SPINKS SAMANTHA	SU	SUSPENSE	04/16/2015	297.61	0.00	0.00	297.61
2011-04-0083953		STAHURSKY STEVE S JR	SU	SUSPENSE	04/16/2015	431.17	0.00	0.00	431.17
2011-04-0084044		TARONE RAIN M	SU	SUSPENSE	04/16/2015	179.10	0.00	0.00	179.10
2011-04-0084108 C		THIBODEAU DANIELLE M	SU	SUSPENSE	04/16/2015	251.94	0.00	0.00	251.94
2011-04-0084125		TONDEREAU GIOVANI D	SU	SUSPENSE	04/16/2015	36.85	0.00	0.00	36.85
2011-04-0084128		TORREALBA WILMER A	SU	SUSPENSE	04/16/2015	36.91	0.00	0.00	36.91
2011-04-0084129		TORRES ERIC	SU	SUSPENSE	04/16/2015	191.94	0.00	0.00	191.94
2011-04-0084305		VALENCIA MAGDALENA	SU	SUSPENSE	04/16/2015	7.96	0.00	0.00	7.96
2011-04-0084380		VERAS ANDREW W	SU	SUSPENSE	04/16/2015	204.65	0.00	0.00	204.65
2011-04-0084386		VERRIER REMI C 3RD	SU	SUSPENSE	04/16/2015	44.78	0.00	0.00	44.78
2011-04-0084477		WALLANDER MICHAEL D	SU	SUSPENSE	04/16/2015	62.96	0.00	0.00	62.96
2011-04-0084491		WARD JEFFREY P	SU	SUSPENSE	04/16/2015	94.89	0.00	0.00	94.89

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Bill #	Dst Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2011-04-0084573	WILLIAMS TIMOTHY E	SU	SUSPENSE	04/16/2015	260.14	0.00	0.00	260.14
2011-04-0084632	YOPCHICK LEONARD T	SIJ	SUSPENSE	04/16/2015	394.01	0.00	0.00	394.01
<b>MOTOR VEHICLE SUPPLEMENT</b>								
	# OF Acct: 126				18,769.02	0.00	0.00	18,769.02
YR : 2011	TOTAL : 594				106,518.76	0.00	0.00	106,518.76
Grand Total: 594					106,518.76	0.00	0.00	106,518.76

TOWN OF TRUMBULL  
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 14-May-15  
AGENDA: 5-15-01  
AMOUNT: \$5,000

2014-2015

(A) APPROPRIATION  FROM: ACCOUNT NO. 01014200-522202 \$5,000  
ACCOUNT NAME P&Z-Professional Services

(B) TRANSFER  TO: ACCOUNT NO. 01014200-501105 \$5,000  
ACCOUNT NAME P&Z-Salaries-OT

(C) SUMMARY OF REQUEST: To cover OT in P&Z due to sharing the clerical staff with HR

(D) REQUESTED BY: Jamie Bratt, Director of Economic Development

(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\_\_\_

**PLANNING & ZONING  
DEPARTMENT**



**Town Hall**  
5866 Main Street  
Trumbull, Connecticut 06611

May 7, 2015

Re: Transfer of Funds

Dear Board of Finance Members:

By writing, I wish to request the following transfer of funds in the amount of \$5,000 as follows:

FROM:

ORG	ACCOUNT	DESCRIPTION	BUDGETED	EXISTING
01014200	522202	Professional Services	\$31,000	23,833.98

TO:

ORG	ACCOUNT	DESCRIPTION	BUDGETED	EXISTING
01014200	501105	Overtime	\$3,000	(\$1,430.89)

The funds would cure overages in the overtime and from FY2015. The land use boards experienced some particularly long meetings this year that contributed to the overtime overage. I expect some additional overtime requirements in the remainder of the fiscal year, which is why I am requesting more funds than would cover the current deficiency.

Many thanks for your time and consideration.

Sincerely,

Jamie Bratt  
Director of Community & Economic Development

5-14-01



05/07/2015 17:43  
mpires

TOWN OF TRUMBULL  
YEAR-TO-DATE BUDGET REPORT

P 1  
glytdbud

FOR 2015 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
01 GENERAL GOVERNMENT							
01014200 PLANNING AND ZONING							
<del>01014200 501101 SALARIES-FT/PERMAN</del>	260,399	0	260,399	219,045.65	.00	41,353.35	84.1%
<del>01014200 501105 SALARIES-OVERTIME</del>	3,000	0	3,000	4,430.89	.00	1,430.89	147.7%*
<del>01014200 501106 SALARIES-LONGEVITY</del>	425	0	425	425.00	.00	.00	100.0%
<del>01014200 522201 SERVICES &amp; FEES-CL</del>	180	0	180	34.00	.00	146.00	18.9%
<del>01014200 522202 SERVICES &amp; FEES-PR</del>	31,000	0	31,000	7,166.02	.00	23,833.98	23.1%
TOTAL PLANNING AND ZONING	295,004	0	295,004	231,101.56	.00	63,902.44	78.3%
TOTAL GENERAL GOVERNMENT	295,004	0	295,004	231,101.56	.00	63,902.44	78.3%
TOTAL GENERAL FUND	295,004	0	295,004	231,101.56	.00	63,902.44	78.3%
TOTAL EXPENSES	295,004	0	295,004	231,101.56	.00	63,902.44	
GRAND TOTAL	295,004	0	295,004	231,101.56	.00	63,902.44	78.3%

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



TOWN OF TRUMBULL  
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 14-May-15  
AGENDA: 5-15-02  
AMOUNT: \$4,500

2014-2015

(A) APPROPRIATION  FROM: ACCOUNT NO. 01014200-500101 \$4,500  
ACCOUNT NAME P&Z-Salaries-FT

(B) TRANSFER  TO: ACCOUNT NO. 01014200-501103 \$4,500  
ACCOUNT NAME P&Z-Salaries-Seasonal-Temp

(C) SUMMARY OF REQUEST: To cover for a temporary PT to assist until the vacant position (P&Z) due to the promotion is filled

(D) REQUESTED BY: Jamie Bratt, Director of Economic Development

(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\_\_\_

**PLANNING & ZONING  
DEPARTMENT**



**Town Hall**  
5866 Main Street  
Trumbull, Connecticut 06611

May 7, 2015  
Re: Transfer of Funds

Dear Board of Finance Members:

By writing, I wish to request the following transfer of funds in the amount of \$4,500 as follows:

FROM:

ORG	ACCOUNT	DESCRIPTION
01014200	501101	Salary

TO:

ORG	ACCOUNT	DESCRIPTION
01014200	501103	Seasonal Temp

Currently, we are severely understaffed due to the following:  
Departure of Economic & Community Development Director  
Promotion of Planning Director to the Director of E&CD  
Reassignment of Full-Time Admin Assistant to HR Department for the afternoons

In order to keep the department running it is critical that we hire a seasonal temporary employee until the Planner position is filled AND the administration position returns to this department full-time. I feel the \$4,500 amount would adequately cover for 30 hours per week for the remainder of the fiscal year at the set rate of \$25 per hour.

Many thanks for your time and consideration.  
Sincerely,

  
Jamie Bratt  
Director of Community & Economic Development

5-14-02



05/07/2015 17:43  
mpires

TOWN OF TRUMBULL  
YEAR-TO-DATE BUDGET REPORT

P 1  
glytdbud

FOR 2015 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
01 GENERAL GOVERNMENT							
01014200 PLANNING AND ZONING							
01014200 501101 SALARIES-ET/PERMAN	260,399	0	260,399	219,045.65	.00	41,353.35	84.1%
01014200 501105 SALARIES-OVERTIME	3,000	0	3,000	4,430.89	.00	-1,430.89	147.7%*
01014200 501106 SALARIES-LONGEVITY	425	0	425	425.00	.00	.00	100.0%
01014200 522201 SERVICES & FEES-CL	180	0	180	34.00	.00	146.00	18.9%
01014200 522202 SERVICES & FEES-PR	31,000	0	31,000	7,166.02	.00	23,833.98	23.1%
TOTAL PLANNING AND ZONING	295,004	0	295,004	231,101.56	.00	63,902.44	78.3%
TOTAL GENERAL GOVERNMENT	295,004	0	295,004	231,101.56	.00	63,902.44	78.3%
TOTAL GENERAL FUND	295,004	0	295,004	231,101.56	.00	63,902.44	78.3%
TOTAL EXPENSES	295,004	0	295,004	231,101.56	.00	63,902.44	
GRAND TOTAL	295,004	0	295,004	231,101.56	.00	63,902.44	78.3%

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



TOWN OF TRUMBULL  
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 14-May-15  
AGENDA: 5-15-03  
AMOUNT: \$15,040

2014-2015

(A) APPROPRIATION [ ] FROM ACCOUNT NO. 01011400-501101 \$15,040  
ACCOUNT NAME BOF-Salaries-FT

(B) TRANSFER [X] TO: ACCOUNT NO. 01011400-522202 \$15,040  
ACCOUNT NAME BOF-Professional Services

(C) SUMMARY OF REQUEST: To fund for a temp-to-hire Internal Auditor

(D) REQUESTED BY: Maria Pires, Director of Finance

(E) SUPPORTING DATA: SEE ATTACHED

(F) CONCURRENCE: [ ] YES [ ] NO [ ] NEED ADD'L



TIMOTHY M. HERBST, FIRST SELECTMAN

(G) BOARD OF FINANCE ACTION:

1. APPROVED\_\_\_
2. RECOMMENDED TO TOWN COUNCIL\_\_\_
3. TABLED\_\_\_
4. DENIED\_\_\_
5. OTHER\_\_\_





## Proposal for the Town of Trumbull – Temporary-to-Hire Internal Auditor

### 1.) About Creative Financial Staffing (CFS):

Creative Financial Staffing (CFS) is one of the world's largest, privately owned accounting and financial placement companies. Since our founding in 1994, CFS has established numerous offices in the United States and the Caribbean.

CFS was founded by CPA firms and we have a local partnership with Blum Shapiro in Connecticut. We sit on site with Blum Shapiro in both the West Hartford and Shelton offices and share many of the same clients.

- **Understanding & delivering:** We understand the requirements of our clients and we have the resources to provide these clients with exceptional talent.
- **Highly qualified professionals at every level:** We ensure the quality of our recruits by subjecting them to some of the most rigorous screening in the industry. As a result, major employers (Fortune 500 companies, privately-owned companies, and small businesses) increasingly rely on CFS to staff crucial positions ranging from CFOs to accounting clerks.
- **Personal attention:** Time and time again our clients commend us on our individual focus and service. Client and recruit satisfaction is the most important part of our business, and we work hard to ensure that each placement we do is the absolute best.

### *The CFS Advantage*

The greatest single value added advantage that we bring to the table is our unique association with professional accounting firms. All professionals must meet CPA firm standards. We test all candidates based upon their level of experience and specialty, verify employment histories and technical capabilities, and if requested, CFS can accommodate any drug screening or criminal background investigation.

### 2.) Overview of Services:

#### *Temporary Staffing Services*

Our Temporary Staffing solutions cover a broad range of financial disciplines and talent levels. All of our temporary employees are personally interviewed and referenced in order to help us make the best possible placements for our clients. CFS staffs all levels from accounting clerk to CFO.

#### *Project Support and Interim Management*

Non-stop support for interim management, compliance and technical accounting projects. With our depth of experience in the consulting and accounting staffing industry, we know how to fit the right person into the right environment.

### 3.) Contract to Hire Fee Schedule:

#### Temporary-to-Permanent Conversion Fee Policy

After you evaluate the performance and potential of our temporary employee on the job, you may wish to employ this person directly.

Our placement fee is calculated at twenty-five (25%) of the full time salary.

We will reduce the fee percentage by 2% after each month of temporary service through 6 months. If you choose to hire our temporary employee after 6 months of temporary service, the fee will be reduced to 0%.

Prior to 1 month.....25%  
After 1 month.....23%  
After 2 months.....21%  
After 3 months.....19%  
After 4 months.....17%  
After 5 months.....15%  
After 6 months.....0%

Please let us know at least two weeks in advance so that we can be sure to process your invoice for the conversion in a timely manner. Please also note that all temporary invoices must be paid in full in order to convert our temporary employee to your employee.

**4.) Description of Duties:**

The Internal Auditor will work to provide independent, objective analysis and consultative feedback with the end goal of ensuring and improving the quality of organizational operations. The Internal Auditor will work with the Board of Finance (BOF) to meet strategic goals while ensuring accurate accounting practices through the use of safeguards such as risk management and internal controls.

**5.) Qualifications:**

The qualifications for the Internal Auditor role include a working knowledge of the Microsoft Suite to include Microsoft Word, Excel, and PowerPoint. The candidate should exhibit strong interpersonal skills in dealing with a variety of parties in a positive manner. The qualified candidate will possess 4 years of accounting or auditing experience, preferably with a background in municipal accounting. The candidate is required to have completed a Bachelor's degree from an accredited college or university in Accounting, Finance, or Economics. An advanced degree or CPA distinction is preferred. Previous experience working with Tyler Technologies' Munis software or other municipal accounting software is preferred.

**6.) Proposed Bill Rate:**

The proposed bill rate for a candidate of this caliber would be \$47.00 per hour.

Thank you for considering this proposal and if you have any further questions please contact me directly. I have included all contact information below, thank you.

Patrick Harrington  
Creative Financial Staffing (CFS) - Shelton  
Desk: 203-944-8693  
Email: [pharrington@blumshapiro.com](mailto:pharrington@blumshapiro.com)

TOWN OF TRUMBULL  
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 14-May-15  
AGENDA: 5-15-04  
AMOUNT: \$45,500

2014-2015

(A) APPROPRIATION [ ] FROM: ACCOUNT NO. See attached \$45,500  
ACCOUNT NAME

(B) TRANSFER [X] TO: ACCOUNT NO. See attached \$45,500  
ACCOUNT NAME

(C) SUMMARY OF REQUEST: For a review of the operations of the Recreation, Parks and Golf

(D) REQUESTED BY: Timothy M. Herbst, First Selectman

(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\_\_\_

TRANSFER										
6/30/2015										
TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	BUDGET	ACTUAL AT 6/30/2015	AVAILABLE BALANCE (OVER) UNDER	PROJECTED TO END OF YEAR	TOTAL PROJECTED ACTUAL	UNDER (OVER) BUDGET	TRANSFER	BALANCE AFTER TRANSFER
5-19-04	FROM:									
	BOF-Salaries-FT	01011400-501101	77,964.00	38,752.65	39,211.35	-	57,402.65	20,561.35	(15,166.00)	5,395.35
	Previous transfer					18,650.00				
	TO:									
	BOF-Professional services	01011400-522202	-	-	-	-	-	-	15,166.00	15,166.00
	FROM:									
	Rec-Salaries-FT	01080400-501101	184,895.00	132,382.14	52,512.86	-	155,818.14	29,076.86	(15,167.00)	13,909.86
	9 weeks left @\$2,604=\$23,436					23,436.00				
	TO:									
	Rec-Professional services	01080400-522202	-	-	-	-	-	-	15,167.00	15,167.00
	FROM:									
	Parks-Salaries-FT	01080600-501101	951,162.00	797,813.47	153,348.53	125,243.00	923,056.47	28,105.53	(15,167.00)	12,938.53
	9 weeks left \$168,243									
	Less: Amount from Contingency \$43,000									
	TO:									
	Parks-Professional services	01080600-522202	-	-	-	-	-	-	15,167.00	15,167.00
	1/3 of Parks/Rec consulting service									
	\$45,500/3=\$15,167 transfer \$15,200									
	Amount charged to Internal Auditor to be reimbursed by the Golf Enterprise fund									
	Which will be reflected in Revenue									
			1,214,021.00	968,948.26	245,072.74	167,329.00	1,136,277.26	77,743.74	-	77,743.74

TOWN OF TRUMBULL  
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 14-May-15  
AGENDA: 5-15-05  
AMOUNT: \$45,500

2014-2015

(A) APPROPRIATION [ X ]

FROM: ACCOUNT NO.		
ACCOUNT NAME	Fund Balance	\$45,500
TO: ACCOUNT NO.	01011400-522202	
ACCOUNT NAME	BOF-Professional Services	\$15,166
TO: ACCOUNT NO.	010180400-522202	
ACCOUNT NAME	Rec-Professional services	\$15,167
TO: ACCOUNT NO.	01080600-522202	
ACCOUNT NAME	Parks-Professional Services	\$15,167

(B) TRANSFER [ ]

(C) SUMMARY OF REQUEST: For a review of the operations of the Recreation, Parks and Golf

(D) REQUESTED BY: Timothy M. Herbst, First Selectman

(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\_\_\_



Timothy M. Herbst  
First Selectman



Office of the First Selectman  
Town Hall  
5866 Main Street  
Trumbull, Connecticut 06611  
203-452-5005

## TOWN OF TRUMBULL CONNECTICUT

Elaine Hammers, Chairwoman  
Trumbull Board of Finance  
Trumbull Town Hall  
5866 Main Street  
Trumbull, CT 06611

**Re: Financial and Operational Audit of Parks and Recreation Department**

May 6, 2015

Dear Chairwoman Hammers and Members of the Trumbull Board of Finance:

Please accept this letter as a request for either transfer or for supplemental appropriation in the amount of \$45,500 regarding the above captioned matter. During our recent budget process, I indicated to the Trumbull Town Council that we had identified a superior candidate to serve as our new Parks and Recreation Director. The Town of Trumbull is fortunate to have hired Stuart McCarthy. His 30 year track record as the Director of Parks and Recreation in the neighboring Town of Westport make him uniquely suited to come to Trumbull to bring the type of reform that is necessary to move the department forward.

Over the last several years, members of your body as well as the Trumbull Town Council have raised serious concerns and questions concerning special agency funds within the department. There have also been questions raised concerning fee schedules, integration of appropriate technology and staffing models. As I have indicated to the general public, your board and the Trumbull Town Council, I believe it is necessary to initiate a full financial and operational audit of our parks, recreation and golf course operations. The request for either a transfer or a supplemental appropriation is the first step to initiating this process.

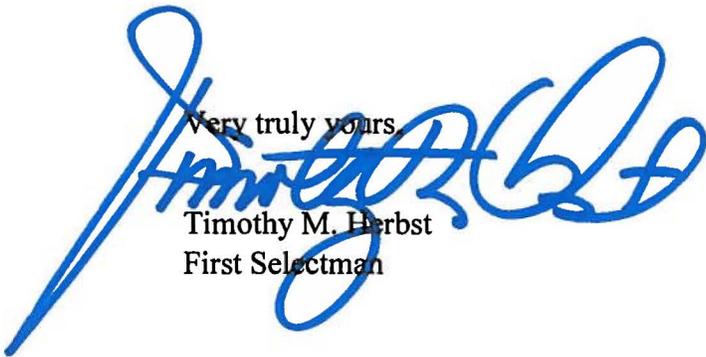
The Town of Trumbull elicited a request for proposal (RFP) for these services. We have received a response from the Matrix Group. This group specializes in the audit and review of parks and recreation systems. Mr. McCarthy and I plan on empaneling a subcommittee to interview this firm later this month, prior to his official start date of June 1, 2015. A question that will likely be raised by the Board of Finance is the following: why are we commissioning an audit when we have a new director that should execute this function? This audit will accelerate the review process and

develop recommendations that will accelerate needed reform that is long overdue. This audit is not exclusively operational; this audit will also include a detailed financial review that will examine revenues, expenditures and special agency accounts under the auspices of the Parks and Recreation Department. Perhaps most important, this audit will be making recommendations as to the method and type of technology that should be integrated into the department, making the delivery of services more efficient and affordable to the Trumbull taxpayer. This audit will also include a review of existing programs and past performance. Perhaps most significant is that this review will occur during the summer, when many seasonal employees are in place. Observing our seasonal staffing models will be critical to offering appropriate recommendations to the Town of Trumbull. Finally, this audit will also allow Mr. McCarthy the opportunity to prioritize goals, objectives and reforms. The audit could yield recommendations that require immediate priority.

The first request is for transfer. Currently, there exists an unexpended salary balance in the current Recreation Department of \$29,076. For the Internal Auditor salary account, there exists \$39,211 and in the Parks Department salary account there exists \$35,760. I am proposing utilizing the unencumbered \$29,076 from the Recreation Department, with the remaining \$16,424 to be covered in the other two salary line items referenced hereinabove. If the Board of Finance chooses to deny the transfer, my second request is for a supplemental appropriation of \$45,500.

I enclose for your review the response to RFP submitted by the Matrix Group. I look forward to discussing this request at your next meeting.

Very truly yours,



Timothy M. Herbst  
First Selectman



May 4, 2015

Mr. Kevin Bova  
 Purchasing Agent  
 Town of Trumbull  
 5866 Main Street  
 Trumbull, CT 06611

Dear Mr. Bova:

The Matrix Consulting Group is pleased to present this cost proposal to the Town of Trumbull to provide Consulting Services for the Parks and Recreational Activities in the Town. As is provided on the required form, we propose to conduct this study for a fixed price of **\$45,500**. The table, below, presents our detailed cost.

Task	PM / Lead Analyst	Project Analyst	Consultant	Total
1. Understanding and Profile	16	40	8	64
2. Best Practices/Survey	8	16	24	48
3. Evaluate Golf and Recreation Programs	16	16	8	40
4. Evaluate Parks Maintenance	24	0	8	32
5. Organizational Structure	8	24	8	40
6. Draft Business Plan	16	32	8	56
<b>Total Hours</b>	<b>88</b>	<b>128</b>	<b>64</b>	<b>280</b>
Hourly Rate	\$175	\$160	\$100	
<b>Total Professional Fees</b>	<b>\$15,400</b>	<b>\$20,480</b>	<b>\$6,400</b>	<b>\$42,280</b>
Project Expenses				\$3,220
<b>TOTAL PROJECT COST</b>				<b>\$45,500</b>

Again, we appreciate the opportunity to provide this proposal to the Town of Trumbull.

**Matrix Consulting Group**

Richard P. Brady  
 President

APPENDIX C

TOWN OF TRUMBULL, CONNECTICUT  
REQUEST FOR QUOTATION (RFQ)  
AGREED UPON CONSULTING FOR THE PARKS AND RECREATION ACTIVITIES

RE BID RFQ #6116

DUE: May 5, 2015 at 2:00 PM

PROPOSAL

To be submitted on your firm's letterhead in a **separate envelope**.

Firm's Name: Location of office staffing the consultant: Matrix Consulting Group, Worcester, Massachusetts

Number of Municipal professional consultant Number of Municipal consultant staff to be assigned staff at this location: to Town: 5

Connecticut Municipal consultant clients (FY engagements for municipalities with populations of 20,000 or more):

Maybe be submitted on a separate sheet.

Avon, Greenwich, Hartford, Meriden, Norwalk, Stamford

The Proposer, in compliance with this Request for Proposal, has examined the specifications and related documents and hereby proposes to provide this service in accordance with this RFP and any contract documents within the time frames set forth herein and at prices agreed to.

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES

Total Cost Proposal Forty Five Thousand five hundred dollars  
(Written amount)

\_\_\_\_\_ Dollars

Rates per hour for and other services to be performed outside the specified scope contained herein:

Partner: \$ 200 /hour

Manager: \$ 175 /hour

Supv. Staff: \$ 160 /hour

Other: \$ 100 /hour

Matrix Consulting Group

Company Name

201 San Antonio Circle, Suite 148, Mountain View, CA 94040

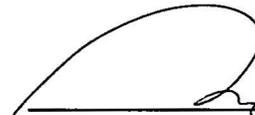
Address

Matrix Consulting Group

Company Name

05/04/2015

Date



by (Signature)

Richard Brady

Print Name

President

Title

650-858-0507/650-917-2310

Telephone/Fax

**Proposal to Provide Consulting Services for the  
Parks and Recreation Activities**

**TOWN OF TRUMBULL, CONNECTICUT**

**COPY**

**matrix**   
consulting group

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**III. TRANSMITTAL LETTER**



May 4, 2015

Mr. Kevin Bova  
Purchasing Agent  
Town of Trumbull  
5866 Main Street  
Trumbull, CT 06611

Dear Mr. Bova:

The Matrix Consulting Group is pleased to present our response to the Request for Proposals to provide Consulting Services for the Parks and Recreation Activities in the Town of Trumbull. Our proposal is based on our review of the Town's Request for Proposals, our research into the Town's Parks and Recreation activities, and our recent experience analyzing these services across the country.

We have read the Town's Request for Proposal and fully understand its intent and contents. We certify that we have adequate personnel, insurance, equipment and facilities to fulfill the specific requirements. We understand that our ability to meet the criteria and provide the required services shall be judged solely by the Selection Committee. We have attached the following:

- Proposal and outlined in Section V
- Appendix A: Proposer Guarantees and Warranties
- Appendix B: Insurance
- Fixed fees (in a separate envelope)

The senior staff of the Matrix Consulting Group have extensive experience individually, and working together as a project team in this and in prior firms, for over 30 years conducting similar assessments. We believe that we are uniquely qualified to perform the requested services for the following reasons:

- Our experience analyzing municipal operations in Connecticut and elsewhere in New England and throughout the country is significant. Recently, the breadth of this experience has included organization-wide studies for the following diverse group of agencies, all of which included evaluations of parks and recreation:

Albany, NY Avon, CT Barstow, CA Brattleboro, VT Carroll County, NH Franklin Township, NJ Fort Morgan, CO Goodyear, AZ Greenbelt, MD Half Moon Bay, CA	Johnson County, KS Lathrop, CA Monroe County, MI Monrovia, CA Montpelier, VT Niles, IL Orland Park, IL Orleans, MA Portsmouth, NH Rancho Mirage, CA	Rancho Palos Verdes, CA Raymore, MO Roseville, CA San Clemente, CA Spokane, WA Sunnyvale, CA Walnut Creek, CA Waltham, MA Wayland, MA West Covina, CA
--	--	--

We are currently conducting county-wide assessments in DeKalb County (GA) and Salt Lake County (UT) which include the analysis of the Parks and Recreation Departments.

- We also have significant recent analytical experience conducting dedicated studies of parks and recreation for the following clients:

Alexandria, Virginia Beverly Hills, California Boise, Idaho Campbell, California Cranford, New Jersey Davis, California	Grand Rapids, Michigan Hercules, Georgia Irvine, California Lathrop, California Los Angeles, California Salt Lake City, Utah	San Bernardino, California San Clemente, California San Luis Obispo, California Santa Barbara, California Southlake, Texas Tiburon, California
--	---	---

We would like to note that we are also currently completing a study of the Elmhurst (IL) Park District.

- We have proposed an extremely experienced and senior team of consultants for this engagement, including not only the analysts who have performed all of the studies referenced but also a former Director, Council member and professor in parks and recreation.

Our approach to conducting organizational evaluations and assessments is based on detailed data collection and analysis, intensive input, and extensive client interaction. We partner with our clients in developing a detailed scope of work and timeframe that are tailored to their specific needs. Our approach to conducting this study is summarized by:

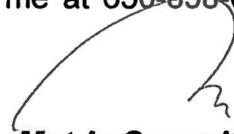
- Developing an understanding of the issues in Parks and Recreation services and developing a descriptive profile of operations, organization and finances.
- Comparing operations and practices to those of other, similar, municipalities and to "Best Management Practices".
- Conducting operational analyses of operations, management, staffing, finances, performance management, and the impact of a minimum wage increase.

- Evaluating departmental organizational structures.
- Developing a draft and final business plan.

We understand and agree that all information contained in, attached to, or required by the Request for Proposal shall be public record upon delivery to the Town of Trumbull.

We appreciate the opportunity to provide this proposal. If you have any questions or require additional information, please contact me at 650-858-0507 or by email at [rbrady@matrixcg.net](mailto:rbrady@matrixcg.net).

Richard Brady  
President



**Matrix Consulting Group**

## **IV. DETAILED PROPOSAL**

## **IV. DETAILED PROPOSAL**

This section of our proposal provides our understanding of the project as well as our qualifications, and a detailed task plan for its completion. First, however, we would like to provide some information about our firm that we believe is important, and distinguishes the Matrix Consulting Group from other consulting firms.

### **1. INTRODUCTION TO THE MATRIX CONSULTING GROUP**

The Matrix Consulting Group has extensive experience conducting analyses of parks and recreation services. Our objective for every engagement is to deliver practical solutions while enriching the skill set and knowledge base of our clients' management teams in providing excellent customer service. Our firm and our approach to providing consulting services to local governments in general, and to parks, golf and recreation agencies in particular, can be summarized by the following:

- We were founded in 2002 and are domestically incorporated in California and are authorized to provide consulting services in Connecticut.
- The principals and senior staff of our firm have worked together in this and other consulting organizations as *one team* for between 15 and 40 years. Principals of the firm manage *and* serve as analysts on each of our projects.
- We provide management studies and financial services only to local government.
- Our experience encompasses over 175 studies of parks and recreation functions in Connecticut as well as elsewhere in the New England and across the country. Much more detail about this experience is provided in the next section of this proposal.
- The specific team members proposed in this submittal have extensive experience in general operational and staffing studies of parks and recreation functions, including golf services, and also specific experience in financial analysis, analysis of competitive markets for recreational services, strategic planning, and other facets of operations.
- Neither our firm nor any of its staff have any form of conflict of interest which could interfere with conduct of this study.
- Our firm is committed to the continuing education of its staff and the firm supports it with time off (3 days per year) and tuition reimbursement. The firm also has a 3 day annual meeting which is devoted to skills enhancement. Finally, all staff attend at least one professional conference each year (e.g., ICMA).

- As a management consulting firm, as opposed to an accounting firm, we are not required to have external quality control. We have extensive internal quality control measures including project manager oversight, annual performance reviews including product reviews as well as the training described above. In the final analysis, we have never had a contract cancelled because of the quality of our work.
- Finally, we have submitted our last two financial statements. The firm is profitable every year and does so with competitive compensation, including a full fringe benefit program.

The cornerstone of our philosophy in conducting organization and management studies is summarized in the points below.

- A principal of the firm is always involved in every aspect of each of our studies. This includes interviews of staff, data collection, report writing, client meetings and public presentations.
- We have taken particular care to assemble a senior team of professionals to conduct this study. Our team has significant Parks and Recreation experience – one of our team members, Ginny Jaquith, was a former Parks and Recreation Director, City Council member and lectured on parks and recreation at the university level.
- All of our team members are Matrix Consulting Group staff, we propose no subcontractors. The use of subcontractors increases the risk that projects are of inconsistent quality and depth; customer service can also suffer.
- We approach our projects by gaining a firm grounding in formal and fact-based analytical methodologies.
- Our projects are characterized by extensive input and interaction between the consultants and our clients' staff, management and policy makers.
- We recognize that successfully serving clients requires more than "giving them the right answers." In addition, we provide clients with practical plans for change.

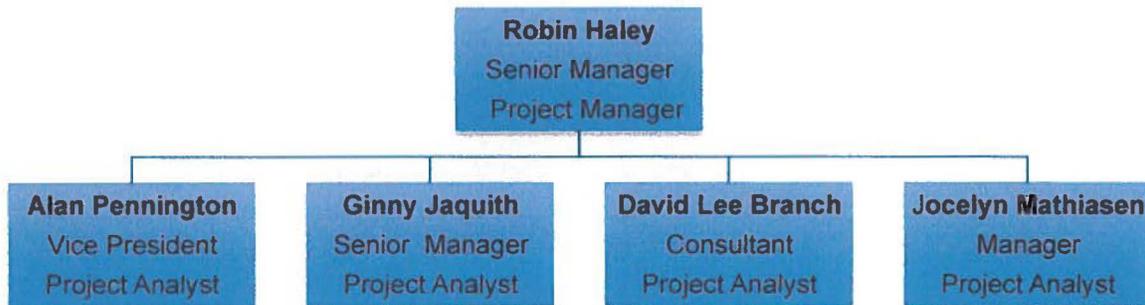
This philosophy has provided our clients with valuable assistance in enhancing service delivery, and resulted in high levels of implementation of our recommendations.

## **2. STATEMENT OF QUALIFICATIONS**

This section of our proposal provides information regarding the firm's experience and qualifications in conducting Parks and Recreation consulting engagements. Please note that the experience listed is that of the specific consultants proposed for this project.

**(1) Project Staff**

The consultants proposed for this engagement have broad experience in analyzing Parks and Recreation functions, and specifically in management structure and staffing analyses, use of technology, service level definition, insourcing and outsourcing, and others. This project would be directed by the firm's Senior Manager in our New England office. In addition, one of our key proposed assigned staff resides in Connecticut (in nearby Easton). The organization of the team is shown below.



We commit these staff for the duration of the assignment, if selected.

A summary of their experience is provided below, with more extensive resumes provided as an appendix to this proposal.

**ROBIN HALEY** is a Senior Manager with the Matrix Consulting Group and brings over 25 years of consulting experience at the local and state level. His primary areas of work include analyses of parks and recreation, public works, utilities, financial and management audits, organization and management consulting, productivity and benchmarking studies. Mr. Haley has consulted in numerous functional areas in government including parks and recreation, public works, public safety, community development, planning, human and social services, finance, human resources, organizational development, as well as administrative and support services. Mr. Haley has conducted over 50 parks and recreational, engineering, public works and utility system operational reviews. He received his B.S. degree from the Georgia Institute of Technology and his M.B.A. from Georgia State University. ***Mr. Haley will serve as the Project Manager on this engagement.***

**ALAN PENNINGTON** is a Vice President with the Matrix Consulting Group with over 5 years of local government management consulting experience. Additionally, he has over 15 years of experience as a top manager in the public sector in Illinois and Maine before joining Matrix. These top management positions included Assistant City Manager,

Assistant Human Resources Director and Labor Relations Manager. His experience conducting Administrative Services (Human Resources, Procurement, Finance, etc.) evaluations and organizational restructuring includes projects for Avon (CT), Charlotte (NC), Department of Conservations (State of Missouri), Highland Park (IL), Hilton Head Island (SC), City of Los Angeles (CA), Imperial Irrigation District, Johnson County (KS), Marshall University (WV), Peoria County (IL), Reno-Washoe County (NV), Salt Lake City (UT), Springfield (MA), Washington State Ferries, and West Virginia University. Mr. Pennington has taught collective bargaining and economics at Bradley University and Eureka College. Mr. Pennington has a BA (Public Management) and M.P.A. from the University of Maine. **Mr. Pennington will serve as a Project Analyst on this engagement.**

**GINNY JAQUITH** is a Senior Manager with the Matrix Consulting Group, with over 35 years of experience in the public sector as a consultant to local government and as a professor and department chair in the Recreation, Parks and Tourism Department at San Francisco State University. Ms. Jaquith has also previously served for over 17 years as the Department Director for the Parks, Beaches and Recreation Department in Pacifica, California. Ms. Jaquith has conducted over 30 management audits for governmental and non-profit organizations including for the following clients: Beverly Hills (CA), Los Angeles County (CA), Mountain View (CA), Orange (CA), Palo Alto (CA), Reno (NV), San Francisco (CA), Salt Lake City (UT), and Washoe County (NV). Ms. Jaquith has a B.A. from San Jose State University, a M.S. degree from San Francisco State University, and a doctoral degree from the University of San Francisco. She is based in our Mountain View headquarters' office. **Ms. Jaquith will function as a Project Analyst on this engagement.**

**JOCELYN MATHIASSEN** is a Manager with Matrix Consulting Group and brings over 15 years of consulting and public sector experience at the local and state levels. She is based in Easton (CT). Her primary work areas include streamlining municipal operations to enhance customer service and efficiencies, often in areas that cross departmental lines. Most recently she served as Director of Permitting and Land Use for the city of Milford, Connecticut where she was widely credited with transforming a troubled department into a model of efficiency and customer service. Ms. Mathiasen has led projects in numerous functional areas of government including land use, planning, permitting, information technology systems, human resources, and administrative and support services. She received a Master of Public Policy from the Kennedy School of Government and Harvard University and a BA in Government from Oberlin College. **Ms. Mathiasen would provide project analyst support on this engagement.**

**DAVID LEE BRANCH** – Mr. Branch is a Consultant with the Matrix Consulting Group. Mr. Branch is assigned to support our senior staff in all subject areas but focuses on supporting staff in our general management consulting practice. Prior to joining the Matrix Consulting Group he completed internships with the City of Riverside, CA Planning Division and the public policy department of the Los Angeles Area Chamber of Commerce. During his time with the firm, he has worked in a supporting role to senior project analysts on numerous projects. He is an alumnus of the 2011 Teach For America St. Louis Corps. Mr. Branch received his BS in Public Policy, Management,

and Planning from USC and his Masters of Education from University of Missouri St. Louis. **Mr. Branch will provide support to the Project Analysts on this engagement.**

**(2) Relevant Experience for the Matrix Consulting Group**

Our relevant experience encompasses a wide variety of organization-wide studies that included the analysis of parks and recreation functions. We have conducted over 75 of these organization-wide studies. The following table provides a sampling of our more recent studies (with New England clients **bolded**).

Albany, New York <b>Avon, Connecticut</b> Barstow, California <b>Brattleboro, Vermont</b> Deltona, Florida Fort Morgan, Colorado Goodyear, Arizona Greenbelt, Maryland Hanford, California Irvine, California Johnson County, Kansas	Lathrop, California Monroe County, Michigan Monrovia, California <b>Montpelier, Vermont</b> North Miami Beach, Florida Orland Park, Illinois <b>Orleans, Massachusetts</b> Palo Alto, California Poway, California Prescott Valley, Arizona Rancho Mirage, California	Rancho Palos Verdes, CA Raymore, Missouri Roseville, California San Clemente, California San Rafael, California Spokane, Washington Sunnyvale, California Venice, Florida Walnut Creek, California <b>Waltham, Massachusetts</b> <b>Wayland, Massachusetts</b>
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We are currently completing Countywide studies for Salt Lake County (UT) and DeKalb County (GA) which include their Parks and Recreation Departments.

We have also conducted over 100 studies of Parks and Recreation departments. In the past five years. Our engagements have included the following:

Alexandria, Virginia Beverly Hills, California Boise, Idaho Campbell, California Cranford, New Jersey Davis, California	Grand Rapids, Michigan Hercules, Georgia Irvine, California Lathrop, California Los Angeles, California Salt Lake City, Utah	San Bernardino, California San Clemente, California San Luis Obispo, California Santa Barbara, California Southlake, Texas Tiburon, California
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It should be noted that we recently completed a study of Salt Lake City's Golf Fund and are currently conducting a study of the Elmhurst Park District (IL).

**(3) References**

Listed below are examples of studies relevant to this project, which the firm has recently conducted. In the next section we provide additional descriptions as references. We provide these examples to demonstrate the depth of our experience and diversity of assignments and clients. We can provide reference information for any of these projects if the Town desires.

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Client	Project Summary	Reference
<p><b>Montpelier, Vermont</b> <b>Organizational Review</b></p>	<p>As part of a Citywide management and staffing study the project team analyzed parks and recreation functions. Key recommendations, which were implemented, include the consolidation of the Parks and Trees Department under the Public Works Department to capitalize on the opportunity to share equipment and personnel resources; in addition, develop a Tree Master Plan, including a tree inventory.</p>	<p>William Fraser City Manager  802.223.9502</p>
<p><b>Grand Rapids, Michigan</b> <b>Parks and Recreation Business Plan</b></p>	<p>The firm developed a Business Plan for Parks and Recreation. Study tasks included an overall efficiency and effectiveness assessment of operational practices, staffing requirements, services to be provided and the associated service levels. The organization was operating under a severe fiscal and staffing limitation that greatly impacted services provided and covered a minimal service level. The business plan provided a financial analysis with a longer-term goal toward self-sufficiency by aligning fiscal resources and service levels.</p>	<p>James Hurt, Director Public Services  616.456.3312</p>
<p><b>San Bernardino, California</b> <b>Management Study of the Parks and Recreation Department</b></p>	<p>In this study, the project team evaluated service levels, workload, output, and staffing for all divisions and program areas in terms of necessity, efficiency, staffing, funding, hours of service versus demand for service, responsiveness to resident needs, cost recovery, and organizational structure. In all, there were 153 recommendations to reinvent the Department. Principal recommendations implemented included changes in scheduling and staff allocations, eliminating some programs while increasing the utilization of community centers, and a commitment to improve capital improvements to the City's parks.</p>	<p>Kevin Hawkins Former Parks &amp; Rec Director; Now Community Services Director in Temecula, California.  951.694.6480</p>

Client	Project Summary	Reference
<p><b>Sunnyvale, California</b></p> <p><b>Serial Management Studies covering all governmental functions</b></p>	<p>In a series of management studies, the project team completed evaluations of most City operations. Each study included an evaluation of staffing and operational practices. In the Parks and Recreation and Libraries areas the project team recommended a consolidation of these departments because of impending management vacancies and the need to synergize the programs and services. There were also several recommendations to improve parks maintenance.</p>	<p>Gary Luebbers Former City Manager, Now retired</p> <p>435.668.6066</p>
<p><b>Salt Lake City, Utah</b></p> <p><b>Analysis of the Golf Fund</b></p>	<p>In this recently-completed study, the Matrix project team was requested to analyze the financial trends of the City's eight golf courses in order to make recommendations to the City Council regarding the future viability of the enterprise Golf Fund. The project team analyzed financial and demographic trends related to rounds played, the capital investments and needs of the Fund, and alternative forms of management. Recommendations included the elimination of two unprofitable golf courses, the issuance of an RFP to investigate the financial feasibility of privatizing management of remaining courses, and the prioritization of capital expenditures on courses that had been neglected over a period of years.</p>	<p>Cindy Gust-Jenson Executive Director of the City Council</p> <p>801.535.7600</p>

**3. PROJECT UNDERSTANDING AND PROPOSED APPROACH**

The Matrix Consulting Group approaches each project under the premise that we cannot deliver a customized product unless we understand the uniqueness of our client, and the background of the issues and circumstances that led to the issuance of a request for proposals for services.

**(1) Our Understanding of the Project Scope of Work**

We understand that the Town desires for the selected consultant to analyze, at a minimum, the following facets of the Town's Parks and Recreation activities:

- **Conduct an operational, process and financial review of all parks, recreation and golf course activities.** The Town provides a wide array of services, and also possesses over 1,600 acres of parkland for use by its 34,000 residents, which equates to the highest level of park and open space per resident of any Connecticut municipality. In addition, the Town provides both an 18-hole

and a nine-hole golf course. Our project team will analyze the recreational services to ensure that offerings are aligned with resident needs, and that parklands are managed and maintained in accordance with best practices, and are being provided in the most efficient and effective manner. This review will not only assess the efficiency and effectiveness of parks, recreational and golf activities, but our project team will also ensure that fees are covering the costs of service provision, and that appropriate financial controls are exercised in the delivery of these services.

- **Assess technology in the delivery of parks and recreational services.** The use of technology in the delivery of municipal services is no longer exceptional, but rather is expected by residents and other users of parks and recreational services. These uses have, for many years, included the implementation of work management systems that record, analyze and report the labor, materials and equipment used in the provision of internal and contractual services, but now also include on-line registration services for recreational programs, mobile applications for registration and tee-times, GPS technology to ensure that golf course pace of play is proceeding appropriately, as well as many others. Our project team will assess the use of technology in the Town departments engaged in providing parks and recreational activities, and will identify gaps in their provision, as well as costs for implementing any needed technological improvements that will enhance the experiences of users of the Town's services.
- **Assess roles and responsibilities under former and proposed organizational charts, and assess roles and responsibilities of full time and seasonal employees.** Our review of the Town's meeting minutes indicates that there has been discussion regarding the appropriate organizational structure of the parks and recreational services. Our project team will review the roles and responsibilities of managerial, supervisory and line staff, whether full of part time, and determine the most appropriate organizational structure, and align the duties and responsibilities of staff with this organizational structure. There are many important facets of optimal organizational design, including the need to enhance communication and coordination, eliminate duplication of services, maximize the skills of staff, optimize spans of control and others. Our project team has extensive experience in developing alternatives for consideration in optimal organizational design, and in defining the advantages and disadvantages of each for discussion with the Town.
- **Assess organizational charts in municipalities of similar size and location.** An important tenet in all of our consulting engagements is that each of our clients is unique in many respects, with unique sets of circumstances that have led to their current situations, including their staffing levels, their targeted levels of service, their approaches to management and planning, and even their organizational structures. However, it is always valuable to compare operations and organizational facets to those of similar, and successful, agencies. Our project team will work with the Town of Trumbull to identify those similar

organizations to which its parks and recreational services can be compared in order to identify elements of those agencies that can be incorporated into the Town's organizational structure, its staffing, its use of technology, its management and planning, as well as other facets of operations, while retaining those elements of operations that make Trumbull unique and successful.

- **Assess fee schedules, revenues and expenditures.** The First Selectman, in his State of the Town address in March, indicated the need to properly account for revenues and expenditures. There are varying approaches to the development of fee schedules, however it is important that the Town carefully consider its philosophy regarding cost recovery targets in establishing these fees. For certain recreational offerings such as for golf and many adult athletic programs, full cost recovery may be appropriate, with a somewhat lesser targeted recovery rate for youth, elderly and special population programs. Beyond these decisions, the Town must consider what constitutes "full cost recovery", and how this is calculated. Another dimension to the determination of appropriate fee structures, however, is in the comparison of these fees to providers of the same programs within the service area. As part of this engagement, our project team will compare the Trumbull's recreational service fee schedules to those of similar, local, recreational service providers, and will discuss the differences with the Town's project managers. Our project team will also assess the sufficiency of the revenues the departments receive, and compare these to the expenditures to determine the sufficiency of cost recovery. This analysis will form the basis of much of our project activities, and will assist in forming many of our recommendations relating to staffing and operations.
- **Review existing contracts with field maintenance vendors and other ancillary contracts.** Contracted maintenance service providers can be significant partners in ensuring that fields, natural areas, landscapes, trees and other assets are maintained properly and in accordance with schedules. Further, they can supplement internal repair crews engaged in irrigation system maintenance, facility repairs, custodial services, and perhaps others. The issuance of maintenance contracts, however, requires that these contracts be written so as to ensure delivery of adequate service levels, and that a significant effort be made on the part of internal staff to oversee and manage these contracts to ensure that services are delivered in accordance with contractual terms.

The First Selectman has outlined several goals and objective for parks and recreational services, and clearly recognizes the importance of these services in contributing to a thriving community. These objectives include a commitment to increasing the program offerings to residents, to enhancing the health of residents, and to accounting for all revenues and expenses of the parks and recreational services.

The Matrix project team will conduct operational, managerial, financial and organizational analyses of all elements of current operations of the parks and

recreational services provided by the Town of Trumbull, and will also conduct a comparative analysis that will identify trends in service supply and demand, key strengths upon which the Town should build, and the competitive placement of its programs and services compared to the market within which it competes for participants. All of the above elements will be assimilated into the development of a business plan for the future of parks and recreational services in the Town of Trumbull.

In the following pages, we provide our approach to conducting the study of parks and recreational services in Trumbull.

## **(2) Our Approach to Providing Consulting Services.**

We believe that several aspects of our overall approach should be stressed. These aspects are described in the paragraphs below.

### **(2.1) Project Management**

One critical success factor in conducting a project of this nature in an efficient, timely, and effective manner, is project management. The Matrix Consulting Group utilizes project management approaches that ensure that (a) efficiencies can be achieved in the gathering and analysis of information; (b) disruption to the day-to-day operations of the Town can be minimized; and (c) later tasks can build upon the results of earlier ones so that backtracking and redundant work effort (and unnecessary costs to the Town and the departments) can be avoided.

### **(2.2) Information Gathering**

Equally important to the success of the project are the methods that we will use to collect, analyze, and present information in order to formulate findings and develop and assure acceptance of recommendations. The Matrix Consulting Group has developed, and fine-tuned over the years, a number of information gathering tools and techniques. These tools enable us to gather information efficiently and quickly. The tools that we will employ in this project include:

- **Documentation of data.** We specify the types of documentary material (e.g., organization charts, policies and procedures, financial statements, budgets, fee structures, workload data, participant data, etc.) we will seek in order to evaluate parks and recreation.
- **Interviews.** Employee interviews are a staple of our consulting approach. We will utilize interviews to gain a perspective regarding such issues as:
  - Staffing and responsibilities of the employees of the Town involved in providing parks and recreation services;
  - Current workload and workload trends;

- Existing technologies utilized;
- Marketing efforts undertaken to inform the public of available services and programs;
- Approaches utilized to assess customer satisfaction;
- Basic service level goals, objectives, performance measures, and business plans established to guide individual departmental activities;
- Daily work practices.

As the next section demonstrates, our attention to detail also carries through to our analysis.

### **(2.3) Data Analysis**

The Matrix Consulting Group uses a number of proven analytical methodologies that we have developed in areas such as those presented in the following paragraphs.

- **Benchmarking.** Benchmarking of services to assess organizational efficiency and effectiveness has been increasingly utilized in the public sector to compare organizations in terms of "best practices". This approach will be useful in this study to assess the current approaches to delivery of services. This assessment also clearly identifies current strengths, weaknesses and opportunities for improvements.
- **Performance Measurement.** The Matrix Consulting Group employs performance measurement techniques in every management study we conduct. This will enable us to fully understand the current levels of service provided to the Town's customers. We identify key performance measures that can be utilized by the organization in evaluating performance in the future.
- **Analysis of Service, Staffing and Cost Issues in Trumbull.** Comparative efforts and performance metrics are valuable analytical efforts. However, the Town of Trumbull and its recreational services are unique in some respects. As a result, analysis of how effectively and efficiently the Town's recreational services meet your own standards is critical.

These approaches will serve as critical components in conducting a thorough assessment of the Department's operations.

### **(2.4) An Inclusive Stakeholder Oriented Approach**

Employee involvement and close contact with the Town's project manager are

critical components of the management study. If selected to conduct this study, we propose the following approaches to ensure that staff involvement is maximized over the course of the project.

- We will interview a significant number of employees, at all levels of the Department. These interviews are part of the fact finding as well as the issues identification processes.
- In any analysis of recreational services the views of customers, citizens who utilize these services, is critical. We propose to develop this input through focus group meetings and an on line / anonymous citizen survey.
- We will prepare reports periodically throughout the study to report progress to date, problems or obstacles encountered, and planned project activities over the next several weeks. These will be provided to the Town and discussed as necessary to maintain progress on the study.
- Our studies need to be interactive so that the project team does not work in a vacuum. It is important throughout the process to discuss progress, review interim documents, and discuss alternatives as they are developed. We understand that for this engagement, the Finance Department will be our primary point of contact, and will coordinate the assistance that the Town provides during the course of the project.

The next section describes in more detail how our firm would conduct this analysis of Parks and Recreation activities for the Town of Trumbull.

### **(3) Parks And Recreation Activities Assessment Task Plan**

The following are proposed tasks for conducting an analysis of the Parks and Recreation activities in the Town of Trumbull.

#### **Task 1 Develop an Understanding of Current Parks and Recreation Issues and Develop a Detailed Profile of Existing Operations.**

To evaluate the organization and operations of Parks and Recreation activities in Trumbull, we need to develop an understanding of the key issues impacting and shaping service requirements today. To develop this perspective, we will conduct interviews with the First Selectman, Town Council members, the Parks and Recreation Commission, key community stakeholders. These interviews will focus on exploring issues and attitudes regarding the adequacy of service levels, and perceived gaps in existing levels of service; the impacts of any organizational and staffing changes which have been made in the past several years; goals and objectives with regard to the delivery of services in each of the parks and recreation functions; current approaches to partnership development with other governmental agencies, Not-For-Profit (NFP)

organizations and private service providers; adequacy of management systems and technology; and outsourcing and insourcing philosophy of the departments.

Next we will develop a detailed description of the parks and recreational services provided by the departments. Our focus will be on how services are delivered, staffed, and managed, as well as the costs associated with the delivery of those services. The development of this detailed description will be based on interviews as well as on the collection of operating information and data such as the current organization of the services; the costs of activities, as reported in the budget and any available activity-based-costing reports; documentation of all key operations, including service scope, deployment of staff, workload data, locations of fields, facilities courses, etc.; basic service levels and extent of contracted services; documentation of the current technology in use in the Parks, Recreation and Golf departments; and documentation of management systems available to support department operations, including financial reporting, scheduling and registration systems, performance monitoring systems, etc.:

This profile will be circulated among staff for comment to ensure the accuracy of our understanding. The profile will then be presented to the Town. Once completed and reviewed, the profile information will provide the basis for analysis conducted and completed in subsequent study tasks.

***Task Result: The deliverable for this task will be a descriptive profile.***

**Task 2      Compare Operations and Practices to Other Municipalities and to “Best Management Practices”.**

The purpose of this task is to evaluate maintenance, programming and recreational services in the context of similar organizations and to best management practices in the profession.

Our project team will propose ten to twelve municipalities in Connecticut and New England that are similar in terms of size, similarity of service provision and demographics, and will discuss the relevance of each with the Town. The Town may wish to accept these or propose others, and our project team will administer the survey to the chosen number of municipalities to assess the survey participants’ forms of organization, fee structures, staffing levels, expenditure levels, uses of technology, use of maintenance contracts, as well as other facets of operation.

We would also compare the parks and recreational services in the Town to ‘best practices’. This approach is a useful adjunct to a comparative survey – one compares an agency to peers, the other to the best that an agency can be. When conducting the best management practices assessment, each operational area would be assessed against unique management practices. The best practices utilized for comparison in this task would be based upon our accumulated knowledge and experience with efficient and effective organizations across the country, as well as through accepted industry

benchmarks from such organizations as NRPA, and others. This benchmarking would focus both on quantitative and qualitative measures. Representative examples include.

Examples of Best Management Practices
The Town coordinates the delivery of its program and services with other public and private agencies to avoid duplication.
The Town utilizes Internet-based class registration software. Customers can register for recreation classes on-line.
The Town utilizes joint use agreements with other entities, such as the local school department, that allows the use of outdoor facilities such as sports fields, and the use of indoor facilities such as gymnasiums.
There is a policy or a proactive approach for soliciting external funding (e.g., donations, sponsorships, in-kind contributions, etc.) to support recreation programs.
There is a consolidated, consistent effort to effectively market recreation programs and services to potential customers and clients in the community.
The Town utilizes an ongoing proactive formal evaluation system to seek customer input and feedback for each program or class.

***Deliverable: The product of this task would be a diagnostic assessment of the strengths and improvement opportunities in Parks, Recreation and Golf Course services.***

**Task 3 Evaluate Existing Recreation Programs and Facilities.**

The purpose of this task is to evaluate the efficiency and responsiveness of the Department's recreational services. Completion of this task will involve the following steps:

<p>Profile the existing recreation programs provided by the Town's two golf courses and its Recreation Department over a 12-month period to include:</p> <ul style="list-style-type: none"> <li>• The types of programs and services provided.</li> <li>• Level of participation in each program by season.</li> <li>• Rounds played at the two courses</li> <li>• The facility used or where recreational programs are provided.</li> <li>• Conditions of the courses, pro shops, lounges, food service areas, driving ranges, restrooms and other amenities at the golf courses.</li> <li>• The cost of recreational programs, including the fees per participant.</li> <li>• Levels of greens fees in comparison to competitors, as well as costs of passes, loyalty programs, etc. at the golf courses</li> <li>• The staff or contractor providing each recreational program</li> <li>• Other community agencies participating in service delivery.</li> </ul>
<p>Compare the extent of recreation and community service programs offered by the Department against programs typically provided by other entities similar to the Town of Trumbull.</p>
<p>Identify gaps in programming which appear to exist.</p>

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Review the duties of all full time and seasonal employees to determine whether duties and/or shifts can be combined, whether duties that are performed are in accordance with needs and are also in accordance with duties as described in job descriptions.
Assess the operational costs at the golf course, including fleet maintenance and replacement, irrigation costs, course maintenance, etc.
Review and evaluate the expenditures and revenues of all special agency funds.
Document the extent to which the Town has conducted a needs assessment to: (1) determine community interest and recreation service expansion, and (2) determine which entity is best able to provide such services. Document the extent to which the Town has assessed the community's desires for retention or expansion of golf services compared to other recreational activities.
Evaluate existing recreation facilities and determine utilization levels, facility strengths and weaknesses, future capital improvement plans and needs, and the adequacy of maintenance.
Evaluate the level of participation for each recreation and community service program to determine the extent of demand. Document if some programs are no longer available.
Document the extent to which programs and services provided by the Department duplicate those provided by profit or non-profit organizations in the local community.
Review contracts with contract service providers and sports leagues and other system users.
Develop an understanding of the approaches used to obtain and use customer input to improve existing services or create new programs or services in the Town.
Document the use of technology to monitor program performance and utilization.
Document any additional facilities or different types of facilities that should be planned for in the Town and included in the CIP. Has maximum use been made of existing public facilities? Are there other cooperative relationships with other agencies which could be created?

This task, then, will include detailed analysis of the following:

- Needed adjustments in the types of recreation and community service programs provided by the Town to meet current and projected future demands.
- Detailed assessment of existing recreational services provided either through the General Fund or by Enterprise Funds.
- Assessment of the management of recreational and golf services, including programs, staff and facility utilization.
- Recommended adjustments in the provision of the services focusing on the elimination of duplication between the Parks and Recreation Department, non-profit agencies and for profit agencies.

The product of the task will be an evaluation of the adequacy of recreational and golf services, opportunities to better meet community needs in recreational services, the

utilization of staff and facilities, and use of community input to continuously improve service delivery. An interim report would be generated which documents current practices and opportunities for improvement, reviewed with the Town.

**Task Result: The product of this task would be an interim discussion document that outlines the evaluation of recreational and golf services.**

**Task 4 Evaluate Parks Maintenance Operations.**

In this task, the project team would conduct a comprehensive assessment of maintenance operations, staff productivity and management. The initial step in evaluating the efficiency and effectiveness of maintenance operations will be directed at assessing the adequacy of the service levels for the Town's parks, open space, facilities, technology and fleet at an overall level. For example:

Document the level of the service and maintenance standards utilized by the Department in maintaining the park system and open space. This will focus on key tasks such as mowing, edging, fertilizing, policing, weed control, and the like. It will identify various activities that occur given the seasonal nature of maintenance tasks performed by the Department.
Select a sample of Town parks, inspect and evaluate the quality of maintenance. This will involve the development maintenance standards defining the quality of maintenance to be provided. These standards would cover such features as the height of the turf, extent of litter, extent of barren/brown spots in the turf, extent of weeds and the like.
Identify the extent of backlogs for corrective repairs to park furniture, bathrooms, requests made by the public for trimming of trees, etc. Document the length of time required to resolve backlogs.
Identify whether existing service levels are sufficient to maintain the park and open space system and prevent its deterioration.
Determine the extent to which a maintenance management system exists to plan, schedule, and prioritize maintenance activities. We will also determine the extent of documentation regarding maintenance plans and standards.
Document the existence of an asset management plan that identifies the locations, ages and life cycles of assets, the documentation of maintenance of these assets, the planned replacement, the inspections, etc.
Document the existence of any partnership agreements to jointly provide maintenance management services with private, non profit or other public entities.
Review the duties of all full time and seasonal employees involved in maintenance activities to determine whether duties can be combined, whether duties that are performed are in accordance with needs and are also in accordance with duties as described in job descriptions.
Document the level of the service and the maintenance standards utilized by the Department in maintaining and repairing the Department's facilities, fleet and equipment.
What are maintenance crew sizes? How is work planned, scheduled and evaluated by supervisors? Are there other types of equipment which could impact performance and productivity?

Analysis of these components will result in the development of detailed recommendations regarding:

- Specific staffing required given acceptable utilization levels.
- Specific positions that can be eliminated or adjusted if reasonable utilization levels are obtained.
- Specific steps that need to be taken to reach reasonable utilization levels include:
  - Specific changes in existing work methods and practices.
  - Adjustments in existing planning and scheduling techniques.
  - Where appropriate, specific steps that could be taken to adjust existing operating systems with positive impact on staff utilization levels and staffing requirements.
  - Opportunities to outsource selected maintenance services presently provided by the Department and the potential cost impact of contracting out these services.
- Opportunities to increase utilization rates or reduce the number of vehicles within the fleet.

***Task Result: An interim report would be generated which documents current recreational practices and opportunities for improvement now and in the future. It would be reviewed with the Town.***

**Task 5 Evaluate the Adequacy of the Existing Organization and Management of Parks and Recreation.**

The purpose of this task is to evaluate the efficiency and responsiveness of the plan of management and organization of parks and recreational activities. First of all, to analyze the appropriateness of existing organizational structure, we will address such factors as:

Is the organization too "tiered" or too "flat" from the management staffing perspective?
Are spans of control too broad or too limited?
Does the current plan of management organization staffing provide for adequate communication and coordination between and among operating units?
Are there any overlapping or duplication of functions?

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Are there missing services or gaps in staff functions?
Does the plan of organization provide clear lines of authority and responsibility?
Are managerial and supervisory personnel effectively utilized?
Is the balance of part-time and full-time staff appropriate?
Does the community advisory board structure provide adequate oversight? Are there alternative structures that could better serve the Town?

Then, the consulting team will identify and evaluate positive and negative features of major management systems within the departments to manage resources. The systems to be analyzed will include.

Management procedures and policies.
Organizational performance planning and measurement of efficiency and effectiveness.
Needs assessment devices and techniques to develop and plan recreation services and programs.
Program evaluation and customer satisfaction survey approaches.
Technology utilization and identified technology needs for the future.
Financial accounting and reporting.

***Task Result: The products of this task would be an assessment of current plan of organization for Parks and Recreation as well as the effectiveness of management of these functions. This interim report would be reviewed with staff and the Town.***

**Task 6 Prepare a Draft and Final Business Plan and Implementation Plan for Parks and Recreation Activities.**

Once the work tasks noted above have been completed, our analysis, findings, and conclusions will be documented and reviewed with the Stakeholder committee and staff in the Town's Parks and Recreation activities. The draft and final business plans will contain the following elements:

- An executive summary that summarizes all of our recommendations, along with a timeline for implementation and any cost impacts.
- A final version of the descriptive information regarding Parks and Recreation activities in the Town that shows key operating characteristics for each business element and revenue source.
- A final version of the results of the comparative survey of Towns providing similar recreational and maintenance services.

- A final version of the 'best management practices' assessment.
- Detailed analysis of, and justification for, each identified improvement opportunity relating to philosophies and commitments, staffing required given these commitments, managerial and operational practices for service delivery.
- Recommended staffing allocations, by number and position, for each function, as well as financial and performance indicators. This will contain recommended organizational charts that describe any changes to the structure.
- An implementation plan for each improvement opportunity to ensure that there are accountability mechanisms in place to ensure that responsibility is allocated, timing is planned, and results are demonstrated. This will also include recommendations for aligning financial policies and operational procedures with Town standards.

**Task Result: The product of this task would be the draft and final reports which would be submitted to the Director of Finance, and reviewed with the Town. Once finalized, the report would be presented to the public in a meeting or workshop of the Town Council and the Parks and Recreation Board.**

**4. COMPLETION TIMELINE**

The table, which follows, presents the proposed timeline for completing the tasks identified in our task plan. We have proposed a plan that would result in the delivery of the draft business plan within a twelve week period. Assuming a June 1 award and June 15 start date, our proposed delivery of the draft final report is on September 4.

Task	Weeks After Project Commencement												
	1	2	3	4	5	6	7	8	9	10	11	12	
1. Understanding and Profile	█												
2. Best Practices/Survey		█											
3. Evaluate Golf and Rec Programs			█										
4. Evaluate Parks Maintenance				█									
5. Organizational Structure					█								
6. Draft Business Plan								█					

**V. GUARANTEES AND WARRANTIES**

APPENDIX A

TOWN OF TRUMBULL, CONNECTICUT  
REQUEST FOR QUOTATION (RFQ)  
AGREED UPON CONSULTING FOR THE PARKS AND RECREATION ACTIVITIES

RE BID RFQ #6116

DUE: May 5, 2015 at 2:00 PM

PROPOSER GUARANTEES AND WARRANTIES

**Proposer Guarantees**

The proposer certifies it can and will provide and make available, at a minimum, all services set forth in Section 4, Nature of Services Required.

**Proposer Warranties**

1. Proposer warrants that it is willing and able to comply with State of Connecticut laws with respect to foreign (non-state of Connecticut) corporations.
2. Proposer warrants that it is willing and able to obtain an errors and omissions insurance policy providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees or agents thereof.
3. Proposer warrants that it will not delegate or subcontract its responsibilities under an agreement without the express prior written permission of the Town of Trumbull.
4. Proposer warrants that all information provided by it in connection with this proposal is true and accurate.

**Matrix Consulting Group**

Company Name

201 San Antonio Circle, Suite 148, Mountain View, CA 94040

Address

**Matrix Consulting Group**

Company Name

**05/04/2015**

Date



by (Signature)

**Richard Brady**

Print Name

**President**

Title

**650-858-0507/650-917-2310**

Telephone/Fax

**APPENDIX A – RESUMES OF THE PROJECT  
TEAM**

**ROBIN G. HALEY  
SENIOR MANAGER, MATRIX CONSULTING GROUP**

**Background:** Mr. Haley has over 25 years of public management consulting experience, with a primary emphasis on public works related services. This includes a diverse area of experience that includes utilities, streets and highways, solid waste and recycling, rights-of-way maintenance, parks and recreation, fleet management, facilities management, and customer service management systems. Additionally, Mr. Haley has 10 years of experience as a financial analyst in the transportation and defense contracting industries, with responsibility for budgeting and budget oversight, cost estimation and customer service.

**Agency-Wide Studies:** Managed and conducted studies of city and county organizations. Scopes of work included analyses of organizational structure, management and planning, staffing, performance measurement and management, operational requirements, policies and procedures

Alexandria, Louisiana Allegan County, Michigan Augusta-Richmond, Georgia Beaufort County, South Carolina Brattleboro, Vermont Brunswick, Georgia Charleston County, Georgia Chatham County, Georgia East Chicago, Indiana Effingham County, Georgia Farmington Hills, Michigan Gainesville, Georgia Gary, Indiana Glynn County, Georgia	Hall County, Georgia Hammond, Indiana Hobart, Indiana Hyattsville, Maryland Knox County, Tennessee Lake County, Indiana Lawrence, Massachusetts Maryland Transportation Authority Polk County, Florida Prescott Valley, Arizona San Antonio, Texas Venice, Florida Waltham, Massachusetts Whiting, Indiana
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**Administrative Services:** Managed and conducted studies of internal service functions, including human resources, information technology, purchasing, risk management and finance. Scopes of services included analyses of resource requirements, workflow, customer service practices, and comparison to best management practices and peer agencies.

Ada County (ID) Highway District - Finance, Purchasing Augusta-Richmond (GA) - Tax Commissioner Barnstable (MA) - Tax Assessor Beaufort County (SC) - Tax Increment Financing Brattleboro (VT) - Town Clerk, Lister Chatham County (GA) - Finance Effingham County (GA) - Finance, Tax Collector, Purchasing Farmington Hills (MI) - Finance, Purchasing Floyd County (GA) - Tax Assessor, Human Resources	Gainesville and Hall County (GA) - Tax Assessor, Finance, Human Resources Knox County (TN) - Finance, Human Resources, Risk Management, Trustee Las Vegas (NV) Metropolitan Police Department - Human Resources Lawrence (MA) - Finance Maryland Transportation Authority - Human Resources, Risk Management, Purchasing Nashville and Davidson County (TN) - Internal Services Benchmarking Prescott Valley (AZ) - Finance Waltham (MA) - Finance, Human Resources
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**Parks & Recreational Services:** Mr. Haley has conducted and managed many studies of parks and recreational services. These included analyses of staffing, organizational structure, management information systems use, recreational service provision, maintenance management, asset management, financial and administrative services, and others. These studies focused on optimizing the use of resources, planning and managing resources, business plan development, strategic planning, and other topics.

**TOWN OF TRUMBULL, CONNECTICUT****Proposal to Provide Consulting Services for the Parks and Recreation Activities**

<b>ROBIN G. HALEY SENIOR MANAGER, MATRIX CONSULTING GROUP</b>	
<b>California</b> Roseville <b>Connecticut</b> Greenwich <b>Florida</b> Davie <b>Illinois</b> Orland Park, Trumbull <b>Indiana</b> Lake County	<b>Massachusetts</b> Waltham <b>Michigan</b> Farmington Hills <b>Rhode Island</b> Jamestown <b>Utah</b> Salt Lake City <b>Vermont</b> Brattleboro
<b>Public Works and Utilities:</b> Mr. Haley has conducted and managed many studies of public works and utilities functions, including streets, solid waste and recycling, fleet management, engineering, water and wastewater utilities, traffic and facilities management. Scopes of services have included analyses of street replacement and resurfacing, management and planning of maintenance activities, crew sizes, staffing requirements, fleet and equipment needs, vehicle maintenance and replacement, infrastructure maintenance and replacement, staff utilization, customer service and responsiveness, as well as other functions.	
<b>Arizona</b> Maricopa County, Peoria, Pinal County, Prescott Valley	<b>Missouri</b> Lee's Summit
<b>California</b> Ventura County, West Covina	<b>Nebraska</b> Sarpy County
<b>Colorado</b> Aurora, Thornton	<b>New York</b> Onondaga County
<b>Florida</b> Escambia County Utilities Authority, Hernando County, Pasco County Sheriff, Polk County, Tampa, Venice	<b>North Carolina</b> Nags Head, Winston-Salem
<b>Georgia</b> Augusta-Richmond, Floyd County, Gainesville, Hall County, Macon	<b>North Dakota</b> Grand Forks
<b>Idaho</b> Ada County Highway District	<b>Oregon</b> Douglas County
<b>Illinois</b> Moline, Rock Island	<b>Puerto Rico</b> Ponce
<b>Indiana</b> East Chicago, Gary, Hammond, Lake County, Whiting	<b>South Carolina</b> Beaufort County, Charleston County, Hilton Head Public Service Dist. No. 1, Rock Hill
<b>Louisiana</b> Alexandria	<b>Tennessee</b> Nashville, Springfield
<b>Massachusetts</b> Chelsea, Haverhill, Lawrence, Springfield, Waltham	<b>Texas</b> San Antonio, Southlake
<b>Michigan</b> Farmington Hills	<b>Virginia</b> Lynchburg
<b>Mississippi</b> Jackson	<b>Wisconsin</b> Milwaukee, Waukesha
<b>Education:</b> <b>B.S.</b> Georgia Institute of Technology, Atlanta, Georgia 1980 <b>M.B.A.</b> Georgia State University 1988	

**TOWN OF TRUMBULL, CONNECTICUT**

**Proposal to Provide Consulting Services for the Parks and Recreation Activities**

<b>ALAN D. PENNINGTON</b> <b>VICE PRESIDENT, MATRIX CONSULTING GROUP</b>	
<p><b>Background:</b> Alan Pennington is a Vice President with the Matrix Consulting Group based in the St. Louis regional office. He has been employed by the Matrix Consulting Group since 2005. Prior to that he served for over 15 years in public sector positions in Maine and Illinois. He served in Peoria, Illinois (from 1992 – 2005), in various positions including Assistant City Manager, Assistant Human Resources Director, and Labor Relations Manager. Mr. Pennington has conducted operational studies and analysis, budget preparation, implementation of performance measurement systems, direct supervision of an emergency communications center, equal opportunity unit and a labor negotiator.</p>	
<p><b>Agency-Wide Studies:</b> Participated on project teams conducting evaluations of entire city organizations. Work scope included evaluation of business processes, service levels, policies and procedures, staffing levels, evaluation of spans of control, and reviewing alternatives options for overall organizational structure.</p>	
Albuquerque, New Mexico Corporation for Public Broadcasting, Wash, D.C. Fort Morgan, Colorado Franklin Township, New Jersey Half Moon Bay, California Johnson County, Kansas Montpelier, Vermont Mt. Lebanon, Pennsylvania Orland Park, Illinois	Orleans, Massachusetts Peoria County, Illinois Rancho Mirage, California Rancho Palos Verdes, California Raymore, Missouri Roseville, California South Coast Water District, California University at Albany - SUNY Washington State Ferries
<p><b>Administrative Services:</b> Conducted studies of administrative support services including Human Resources, Finances, Procurement, and City Clerk. Study scope of work included performance measurement, customer service (internal and external), technology utilization, staffing evaluations, policy and procedure review, and comparison to best management practices.</p>	
Avon (CT) - HR, Finance, Maintenance Charlotte (NC) - Procurement CPS Consultants (CA) – Organizational, HR Highland Park (IL) – HR Ketchikan (AK) - HR Marshall University (WV) - Procurement Matanuska (AK) - School Site Selection Missouri Department of Conservation – HR Missouri Department of Conservation – Asset Management Peoria County (IL) - HR, Procurement, Finance Portsmouth (NH) - Labor Relations, Overtime	Reno/Washoe County (NV) – Procurement Salt Lake City (UT) - Human Resources Santa Clara Valley Water (CA) - Procurement Springfield (MA) - City Clerk Springfield (MA) - Finance, Procurement Sunnyvale (CA) – Finance, Procurement Volusia County Transportation Planning Organization (FL) – Human Resources University of Maryland University College – Human Resources, Payroll West Virginia University (WV) – Procurement
<p><b>Parks and Recreation:</b> Evaluated parks and recreational functions including scope of services provided, utilization of facilities, public-private partnerships, preventive maintenance and long-range planning, and technology utilization.</p>	
Grand Rapids, Michigan Los Angeles, California	Orleans, Massachusetts Southlake, Texas

**TOWN OF TRUMBULL, CONNECTICUT**

**Proposal to Provide Consulting Services for the Parks and Recreation Activities**

**ALAN D. PENNINGTON**  
**VICE PRESIDENT, MATRIX CONSULTING GROUP**

**Community Development (Planning, Building, Code Enforcement):** Evaluated the development review and permitting processes. Conducted assessment of staffing, operations, process mapping, technology utilization, performance level assessment, and customer service.

Cupertino, California Dayton, Ohio Des Moines, Washington Greenville, South Carolina Gwinnett County, Georgia Hanover County, Virginia Hilton Head Island, South Carolina Johnson City, Tennessee Lawrence, Kansas	Lee's Summit, Missouri (Code Administration) Lee's Summit, Missouri (Planning) Little Rock, Arkansas Manatee County, Florida Marion County, Oregon San Jose, California Springfield, Massachusetts Sunrise, Florida (two studies) West Palm Beach, Florida
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**Public Works and Utilities:** Conducted studies of full service public works departments including maintenance, fleet, traffic, engineering, and roads. Studies have focused on evaluation of maintenance management, crew sizes and staff utilization, technology, organizational structure, standard operating procedures, levels of performance management, and feasibility of shares services with neighboring governmental units.

Alexandria, Virginia Charleston County, South Carolina Franklin, Tennessee (Water/Wastewater) Franklin, Tennessee (Fleet Management)	Milwaukee, Wisconsin Nashville-Davidson County, Tennessee Orleans, Massachusetts Washington County, New York
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**PROFESSIONAL ASSOCIATIONS:**  
American Association of Code Enforcement (AACE)  
American Planning Association (APA)  
International Code Council (ICC)

**KEY SKILLS:**  
Six Sigma Deployment Champion Certified

**EDUCATION:**  
BA, University of Maine – Public Management; 1990.  
MPA, University of Maine – Public Administration, 1992.

**GINNY SILVA JAQUITH  
SENIOR MANAGER, MATRIX CONSULTING GROUP**

**Background:** Ginny Jaquith has over 35 years experience in the public sector, education and as a consultant to local, regional and state governments and the nonprofit sector. While with Hughes, Heiss and Associates, Ginny Jaquith participated in over 80 executive recruitment processes for local and regional governments and more than 30 management audits for governmental and nonprofit agencies. In addition, Dr. Jaquith served as faculty and Department Chair in the Recreation, Parks, and Tourism Department at San Francisco State University.

**Consulting Experience:** Conducted studies focused on parks, recreation, library, cultural arts, volunteer and community service functions for cities, special districts and county organizations. Provided strategic planning consultation to nonprofit organizations. Representative studies include:

Beverly Hills, California  
Salt Lake City, Utah  
Washoe County, Nevada  
Palo Alto, California  
Mountain View, California

Los Angeles County, California  
Reno, Nevada  
Orange, California  
Nebraska State Arts Council, Nebraska  
San Francisco, California

**Education Experience:** Over a 30 year university academic career, Dr. Jaquith developed and taught coursework in the graduate and undergraduate programs in Park, Recreation, Tourism and Nonprofit curriculum focused on administration and management, planning and evaluation, program planning and service delivery, and leadership. Conducted research studies, implemented grant projects in a variety of areas, managed a number of university-wide projects and coordinated internship programs.

- Department Professor, Recreation and Leisure Studies Department, San Francisco State Univ.
- Directed Operation Access, Expanding Recreational Opportunities for Persons With Disabilities.
- Directed Nonprofit Agency Administration Certificate program affiliated with American Humanics.
- Developed and implemented statewide family camping program (FamCamp) in conjunction with California State Parks and Recreation Department and nonprofit organizations in California
- University representative to Lake Merced Task Force in conjunction with San Francisco Recreation and Park Department and Public Utilities Department
- Established and directed university-based affiliate community service programs including TRUE, Pacific Leadership Institute and Tall Ship Semester at Sea
- Developed and implemented American Humanics Honors Internships in Social Entrepreneurship grant project funded by the Ewing Marion Kauffman Foundation.

**Public Sector, Nonprofit and Community Service Experience:** More than 40 years active participation as elected official, parks and recreation professional, nonprofit organization director and extensive experience in the development of and fundraising for community based projects.

- Mayor and City Councilmember, City of Pacifica, California (12 years)
- Department Director, Parks, Beaches and Recreation Department, Pacifica, CA (17 years)
- Member, San Mateo County Civil Grand Jury, 2008-09, 2009-10 juries
- Member, Sharp Park Golf Course Task Force, Pacifica, California
- National Board of Directors, American Humanics, Inc., Missouri
- Vice President, Board of Directors, Pacific Coast Fog Fest, Pacifica, California

**Education:**

BA degree from San Jose State University, MS degree from San Francisco State University and doctoral degree from the University of San Francisco

**JOCELYN MATHIASSEN**  
**MANAGER, MATRIX CONSULTING GROUP**

**Background:** Professional manager with the ability to lead complex projects and programs, strong written and oral communications skills, and a commitment to excellence. Experience working with local governments, businesses, development banks, and non-profits in the US and abroad.

**Service Delivery:** Managed several initiatives to streamline and simplify service delivery to citizens and businesses seeking to do business with municipal government. In Bellevue, Washington led an initiative to organize and implement "Service First," combining multiple front-line services to simplify and streamline citizens' interactions with the city. Worked with all town departments to identify and address concerns related to the relocation of city operations from multiple locations to a single new downtown Civic Center. Identified opportunities to improve efficiencies and deliver better customer service through design of public areas.

**Regionalization:** For the Capitol Region Council of Governments conducted a detailed study of opportunities for regional service sharing among Connecticut municipalities. Managed a complex grant application process that resulted in \$8.6 million in municipal Service Sharing grants for pilot projects demonstrating benefits of regional service sharing.

**Administrative Services:** For the city of Bellevue, Washington the Capitol Region Council of Governments in Hartford, Connecticut conducted studies of administrative functions, including budgeting, human resources, information technology, purchasing and risk management. Worked with elected officials to design and obtain approval for new procurement policies for professional services. Reviewed agency human resource benefits and, working with employees, unions, and benefits providers, identified changes to the overall benefits framework that would add value for employees while controlling costs. Reviewed outdated personnel policies, and worked with managers, employees, union officials, and elected officials to draft and obtained approval for revised policies in a broad range of areas including: internet usage, laptop security, parking and carpooling, and telecommuting. Revamped and prepared agency budget documents, resulting in CRCOG's first Government Finance Officers Association award for Excellence in Budget Preparation

**Emergency Preparedness and Emergency Response:** Served as liaison to Emergency Operations Committees, participating in drills, assisting with after-action assessments, and working directly on two major disasters and their aftermath.

**JOCELYN MATHIASEN  
MANAGER, MATRIX CONSULTING GROUP**

**Permitting and Use:** As department director, led the reform of the Department of Permitting and Land Use for the City of Milford, Connecticut, transforming the agency into one focused on customer service and efficiency. Consolidated planning, wetlands, floodplain management, and building review processes to reduce duplication of time and effort, cross-trained clerical staff, and developed improved educational materials and website information to reduce confusion on the part of applicants. Implemented on-line permitting for all projects. Eliminated wait lines outside of the Building department (a major source of frustration) through establishment of an on-line, virtual queue. Established electronic field inspections so that inspectors could enter results into a tablet computer on-site with the information immediately uploaded to the internet and back-end permit tracking program.

Working for the Capitol Region Council of Governments, led a consortium of ten municipalities in the development of a regional permitting software program that could be used for on-line applications as well as back-office management of the permit review process across multiple disciplines, including health and fire as well as traditional land use agencies. Worked directly with IT directors and building officials from municipalities to ensure that the system met their needs and that concerns were addressed. Led creation of the web site [www.viewmypermitct.org](http://www.viewmypermitct.org) as a portal through which permit applicants could apply, pay for, and receive permits from numerous cities.

As Assistant to the City Manager in Bellevue, Washington, worked with five review agencies (building, land use, utilities, transportation, and fire) to make the land use and permitting process more efficient and customer friendly. Conducted a detailed fee study leading to City Council approval of a revised fee schedule that was consistent across reviewing agencies and allowed for greater stability in staffing through construction cycles. Oversaw the creation of a streamlined process for review and approval of simple residential remodel projects as well as commercial tenant fit-out projects. The project resulted in measurable improvements in timelines, customer satisfaction, and staff morale. It was selected as a case study at the 2005 Innovations in Government conference in Sarasota, Florida.

**PUBLIC PRESENTATIONS**

- Regional Approaches to Municipal Finance, Assessment & Central Office Functions – Office of Policy Management Conference on Municipal Shared Services in Connecticut – 2010
- Regional On-Line Permitting - New England Association of Regional Councils Conference, Bretton Woods, NH – 2009
- Municipal Shared Services in Connecticut – New England Association of Regional Councils, Northampton, MA – 2008
- From Chaos to Harmony: Reforming Development Services – Transforming Local Government Conference, Sarasota, FL – 2005

**EDUCATION**

Ms. Mathiasen received a BA in Government from Oberlin College in Oberlin, Ohio and a Master of Public Policy from Harvard University in Cambridge, Massachusetts.

**APPENDIX B – INSURANCE EXHIBIT –  
PROFESSIONAL SERVICES**

## APPENDIX B

**TOWN OF TRUMBULL, CONNECTICUT  
REQUEST FOR QUOTATION (RFQ)  
AGREED UPON CONSULTING FOR THE PARKS AND RECREATION ACTIVITIES**

RE BID RFQ #6116

DUE: May 5, 2015 at 2:00 PM

**INSURANCE EXHIBIT - PROFESSIONAL SERVICES**

The professional individual or firm shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from, or be in connection with the performance of the work hereunder by the individual or the firm, his agents, representatives, or employees. The cost of such insurance shall be included in the proposal.

For the purpose of this clause, the term "professional individual or firm" shall also include the individual's or firm's respective officers, agents, officials, employees, volunteers, boards and commissions.

**A. Minimum Scope and Limits of Insurance**

1. Broad Form Comprehensive General Liability \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, property damage, and products / completed operations.
2. Automobile Liability \$1,000,000 combined single limit per occurrence for bodily injury and property damage
3. Umbrella Liability \$1,000,000 per occurrence, following form.
4. Workers' Compensation Limits as required by State of Connecticut Labor Code
5. Employers' Liability \$100,000 each accident \$500,000 disease/policy limit \$100,000 disease/each employee
6. Professional Liability (if used on a claims-made basis, insurance coverage shall be maintained for the duration of the contract and for two (2) years following contract completion.) \$1,000,000 per occurrence \$1,000,000 aggregate
7. Personal Property Coverage
8. Adequate insurance to cover the value of personal property (including but not limited to, personal computers) belonging to the Consultant while located on Town property, while in use or in storage, for the duration of the contract.

**B. Aggregate Limits**

Any aggregate limits must be declared to and be approved by the Town. At the option of the Town, the insurer shall increase or eliminate the aggregate limit and notify the Town of any erosion of aggregate limits.

**C. Deductibles and Self-Insured Retention's**

Any deductibles or self-insured retention's must be declared to and be approved by the Town. At the option of the Town, the insurer shall reduce or eliminate such deductibles or self-insured retention's as regards the Town or the Consultants shall procure a bond which guarantees payment of the losses and related investigations, claims administration and defense expenses. At no time will the Town be responsible for the payment of deductibles or self-insured retention's.

**D. Notice of Cancellation or Non-renewal**

Each insurance policy required by this Exhibit shall be endorsed to state that coverage shall not be suspended, voided, canceled, or reduced, either in coverage or in limits, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Town.

**E. Other Insurance Provisions**

The policies are to contain, or be endorsed to contain, the following provisions;

1. Liability, (General, Automobile, Professional) Coverage;

- a. "The Town of Trumbull and its respective officers, agents, officials, employees, volunteers, boards and commissions" are to be named as additional insured with regards to liability arising out of activities performed by or on behalf of the consultant; products and completed operations of the Consultant; premises owned, leased or used by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the Town.
  - b. The Consultant's insurance coverage shall be the primary insurance as regards the Town. Any insurance or self-insurance maintained by the Town shall be in excess Consultant's insurance and shall not contribute with it.
  - c. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the Town.
  - d. Coverage shall state that the Consultant's insurance shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of the insurer's liability.
2. Workers' Compensation and Employer's Liability Coverage
- a. The insurer shall agree to waive all rights of subrogation against the Town for losses arising from the work performed by the Consultant for the Town.
  - b. If State statute does not require the Consultant to obtain Workers' Compensation insurance, then the Consultant shall furnish the Town with adequate proof of the self-employment status/ The Consultant agrees to waive all rights of claims against the Town for losses arising from the work performed by the Consultant. In the event that during the contract this self employment status should change, the Consultant shall immediately furnish proper notice to the Town and a certificate of insurance indicating that Workers' Compensation insurance and Employer's Liability coverage has been obtained by the Consultant as required by this Exhibit.

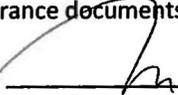
**F. Acceptability of Insurers**

1. Insurance is to be placed with insurers which have a Best's rating of at least A.
2. Insurance companies must either be licensed to do business in the State of Connecticut or be deemed to be acceptable by the Town's Finance Director.

**G. Verification of Coverage**

The Consultant shall furnish the Town with certificates of insurance effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Finance Director before work commences. Renewal of expiring certificates shall be filed thirty (30) days prior to expiration. The Town reserves the rights to require complete, certified copies of all required policies, at any time.

All insurance documents required by this Exhibit shall be mailed to the Director of Finance.

Signed:  \_\_\_\_\_

Title: President \_\_\_\_\_

Date: 05/04/2015 \_\_\_\_\_

**APPENDIX C –  
GENERAL PURPOSE FINANCIAL STATEMENTS**

**Matrix Consulting Group**  
**Profit and Loss 2014**

**Ordinary Income/Expense**

**Income**

925 — Income Tax (Canada)	6,966.95
800 Client Revenue	2,401,224.35
920 Income Tax (State)	-319.82
940 Other Revenue	-437.79
940 Reimbursements	2,845.48

**Total Income** 2,410,279.17

**Expense**

655 — Penalties 32.84

**ADMIN**

700 — Common Stock Repurchase	18,440.09
635 — State Corporation Fees	6.00
400 Office Rent & Leases	66,430.51
410 Telephone	23,712.19
430 Office Supplies	13,163.54
440 Computer Software	1,465.38
450 Printing	1,791.31
470 Postage	9,058.51
480 Dues & Subscriptions	5,593.00
490 Advertising & Marketing	10,051.16
510 Convention Expenses	5,929.66
520 Insurance-Property & Auto	1,199.20
525 Insurance-Professional	8,418.00
530 Insurance Workers Comp	4,362.80
535 — Employers Liability Insurance	1,571.00
540 Repairs & Maintenance	95.00
550 Equipment Rental/Lease	2,929.93
560 Furniture & Equipment	4,701.74
570 Legal Costs	4,473.66
580 Accounting Costs	12,444.05
585 Other Professional Services	2,425.00
590 Subcontractors	398,040.30
600 Interest Paid	5,414.82
610 Bank Service Charges	607.40
620 Business Licenses	688.15
630 Income Taxes-Federal	2,023.00
640 Income Taxes-State	5,366.19
660 Other Operating Expenses	250.00

**TOWN OF TRUMBULL, CONNECTICUT**  
**Proposal to Provide Consulting Services for the Parks and Recreation Activities**

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<b>Total ADMIN</b>	<u>610,651.59</u>
<b>C TRAVEL</b>	
200 Auto	10,030.09
210 Transportation Expenses	142,313.23
220 Hotel Expenses	70,854.86
230 Meals & Entertainment	16,260.21
240 Telephone	548.85
250 Office Supplies	782.13
260 Photocopy	322.41
280 Miscellaneous Expenses	<u>835.15</u>
<b>Total C TRAVEL</b>	<u>241,946.93</u>
<b>NC TRAVEL</b>	
300 Auto Expenses	3,563.91
310 Transportation Expenses	30,680.29
320 Hotel Expenses	11,653.15
330 Meals & Entertainment	6,051.99
<b>Total NC TRAVEL</b>	<u>51,949.34</u>
<b>PERSONNEL</b>	
165 — HSA Medical	11,022.50
100 Salaries	1,204,141.94
105 Bonuses	25,750.00
130 Retirement Plan	78,000.00
140 Federal Payroll Taxes	78,323.50
150 State Payroll Taxes	6,659.61
160 Health Insurance	90,183.82
180 Key Man Life Insurance	2,830.00
190 Group Life & Disability	<u>6,304.45</u>
<b>Total PERSONNEL</b>	<u>1,425,215.82</u>
<b>Total Expense</b>	<u>2,329,796.52</u>
<b>Net Ordinary Income</b>	<u>80,482.65</u>
<b>Net Income</b>	<u>2,482.65</u>

**Matrix Consulting Group**  
**Profit and Loss 2014**

	<u>Jan - Dec '13</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
800 Client Revenue	2,330,293.59
920 Income Tax (State)	-852.06
940 Other Revenue	39.05
940 Reimbursements	353.13
<b>Total Income</b>	<u>2,329,833.71</u>
<b>Expense</b>	
<b>ADMIN</b>	
700 — Common Stock Repurchase	36,572.75
635 — State Corporation Fees	750.00
400 Office Rent & Leases	62,369.42
410 Telephone	25,756.37
430 Office Supplies	5,577.34
440 Computer Software	2,649.65
450 Printing	1,386.79
470 Postage	9,412.86
480 Dues & Subscriptions	5,373.00
490 Advertising & Marketing	7,522.32
510 Convention Expenses	6,475.96
520 Insurance-Property & Auto	1,464.25
525 Insurance-Professional	7,918.00
530 Insurance Workers Comp	3,692.75
535 — Employers Liability Insurance	1,571.00
540 Repairs & Maintenance	99.00
550 Equipment Rental/Lease	4,171.87
560 Furniture & Equipment	9,381.05
570 Legal Costs	5,563.25
580 Accounting Costs	12,130.08
585 Other Professional Services	3,266.84
590 Subcontractors	319,943.17
600 Interest Paid	9,594.37
610 Bank Service Charges	1,062.75
620 Business Licenses	1,038.98
640 Income Taxes-State	4,612.31
660 Other Operating Expenses	941.83
<b>Total ADMIN</b>	<u>550,297.96</u>

**TOWN OF TRUMBULL, CONNECTICUT**  
**Proposal to Provide Consulting Services for the Parks and Recreation Activities**

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<b>C TRAVEL</b>	
200 Auto	11,053.56
210 Transportation Expenses	138,133.36
220 Hotel Expenses	77,973.95
230 Meals & Entertainment	16,415.76
240 Telephone	524.62
250 Office Supplies	560.28
270 Postage	88.31
280 Miscellaneous Expenses	830.10
<b>Total C TRAVEL</b>	<b>245,579.94</b>
<b>NC TRAVEL</b>	
300 Auto Expenses	2,862.54
310 Transportation Expenses	30,877.58
320 Hotel Expenses	14,008.30
330 Meals & Entertainment	6,483.66
340 Miscellaneous Expenses	120.00
<b>Total NC TRAVEL</b>	<b>54,352.08</b>
<b>PERSONNEL</b>	
165 — HSA Medical	9,595.00
100 Salaries	1,114,518.82
105 Bonuses	107,476.00
130 Retirement Plan	95,088.00
140 Federal Payroll Taxes	71,165.87
150 State Payroll Taxes	3,435.58
160 Health Insurance	70,224.48
180 Key Man Life Insurance	2,830.00
190 Group Life & Disability	5,700.36
<b>Total PERSONNEL</b>	<b>1,480,034.11</b>
<b>Total Expense</b>	<b>2,330,264.09</b>
<b>Net Ordinary Income</b>	<b>-430.38</b>
<b>Net Income</b>	<b>-430.38</b>

TOWN OF TRUMBULL  
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 14-M  
AGENDA: 5-15-06 tl  
AMOUNT: \$1

2014-2015

(A) APPROPRIATION [ ]	FROM: ACCOUNT NO.	See attached	
	ACCOUNT NAME		\$1,680
(B) TRANSFER [X]	TO: ACCOUNT NO.	See attached	
	ACCOUNT NAME		\$1,680

(C) SUMMARY OF REQUEST: See attached

(D) REQUESTED BY: Maria Pires, Director of Finance

(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 \_\_\_

		TOWN OF TRUMBULL			
		DIRECTOR OF FINANCE TRANSFERS			
Transfers under \$1,000		FYE 6/30/2015			
TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER
5-15-06	FROM:				
	Town Council-Professional services	01010000-522202	2,220.00	(280.00)	1,940.00
	TO:				
	Town Council-Clerical Fees	01010000-522201	2,310.33	280.00	2,590.33
	To cover clerk for the Senior/Library Building Committee				
5-15-07	FROM:				
	Elections-Professional services	01010800-522203	46,430.00	(250.00)	46,180.00
	TO:				
	Elections-Professional services	01010800-522202	3,400.00	250.00	3,650.00
	To cover Deputy Stipends				
5-15-08	FROM:				
	Finance-Professional serv-Inservice	01011000-556603	46,430.00	(115.00)	46,315.00
	TO:				
	Finance-Professional serv-Inservice	01011000-567704	3,400.00	115.00	3,515.00
	To cover meals for budget meetings/vote				
5-15-09	FROM:				
	Tax Assessor-Capital Outlay	01011600-581888	1,000.00	(275.00)	725.00
	TO:				
	Tax Assessor-Serv & fees Contractual	01011600-522204	21,550.00	275.00	21,825.00
	To cover additional Vision support				
5-15-10	FROM:				
	Conserv Comm-Empl Dev-inservice	01015400-556602	300.00	(240.00)	60.00
	Conserv Comm-Publications	01015400-545503	154.00	(120.00)	34.00
	TO:				
	Conserv Comm-Empl Dev-seminars	01015400-556601	(355.00)	360.00	5.00
	To cover commissioners training				
5-15-11	FROM:				
	Senior citizens-Program expenses	01050600-522205	47,350.00	(400.00)	46,950.00
	TO:				
	Senior citizens-Legal Notices	01050600-545501	-	400.00	400.00
	To cover legal notices				

May 8, 2015

To: Elaine Hammers, Chairwoman, Board of Finance  
Carl M. Massaro, Chairman, Town Council

From: Senior Volunteer Tax Relief Committee:  
Lynn Arnow, Chief of Staff  
Mark DeVestern, Tax Assessor  
Dee Chiota  
Gail Hanna  
Paul Niebuhr  
Maureen Gordon  
Victor Pioli  
Sylvia Askinazi

Re: Senior Volunteer Tax Credit Program – Recommendation Report (Amended by the SVTR Committee on 5/8/15)

In January of this year, First Selectman Herbst proposed an ordinance to promote volunteer service throughout the community and draw upon the skills, knowledge and experience of Trumbull's seniors. As required by state statute, Selectman Herbst appointed a committee to research how such a program would be structured and what fiscal effect such a program would have on the Town's budget. The committee is required to present its findings and make its formal recommendations to the Board of Finance before it is considered by the Town Council.

#### INTRODUCTION

The committee met on four occasions since its appointment in February and has researched similar such programs offered throughout the state. The committee identified four municipalities; each has varying requirements, structures, program limits, and levels of participation.

As part of their research, the committee considered the following:

- Would there be sufficient volunteer opportunities within the Town for seniors who wish to participate?
- How to establish "eligibility" criteria for not-for-profit agencies and/or town departments providing volunteer hours. What kind of duties would they perform?
- The financial effects of an "income qualifying" program vs. a "non-income qualifying" program.
- Financial impact to the budget for both of the above.
- Senior profile statistics, including the average income for Trumbull seniors (65+).
- Logistics for administering the program, including the application process and any clerical/administrative cost necessary to manage the program.

The committee met with the Town's Tax Assessor, Mark DeVestern, and Economic Development Director, Ed Lavernoch, to review information from the 2010 U.S. Census and to gather additional information on the Town's senior population. The committee then met with First Selectman Herbst and Council Chairman Massaro to review the proposed resolution (TC 25-152), and to discuss findings and options.

## **FACTS**

The Town of Trumbull currently offers the Senior Citizen and Disabled Persons Tax Relief Program. There were 980 applicants in 2014.

Based on the most recent census data provided by ESRI (U.S. Census Bureau, 2010), the profile for the Trumbull senior household population is as follows:

The census data shows that **3710-4,400** seniors (ages of 65+), would be eligible to earn the proposed tax credit if there were **NO INCOME QUALIFYING** restrictions. Such a structure could have a significant impact on the Town's budget, unless a cap were placed on the program cost.

## **RESEARCH**

The following towns provide Senior Volunteer Tax Relief Programs: Danbury, Bristol, and Manchester:

Manchester – Pop. 58,241

- **Income qualifying** at \$34,600 per person, or \$42,200 per couple
- \$500 credit for 50 hours, or \$1000 per household
- Program Cap: 40 people/\$15,000 cap
- Town-managed program
- 18 applicants in 2014

Danbury – Pop. 83,684

- **Income qualifying** at \$56,800 per person, or \$64,300 per couple
- \$600 credit for 100 hours
- No Program cap
- Managed by the Volunteer Center (United Way)
- 30 applicants in 2014

Bristol – Pop. 60,500

- **Income qualifying** at \$34,100 per person, or \$41,600 per couple
- \$300 credit for 50 hours
- Program cap at (\$24,000) 80 people – first come first serve
- Town-managed program
- 8 applicants in 2014

## **RECOMMENDATIONS**

After much discussion, the committee considered the following options:

**Recommendation #1 – 2015 (Effects 2015 Grand List; 2016-2017 Budget)**

**Annual Cap \$15,000, or 50 persons**

- A 6 month Program, with a \$300 credit per person, for 50 hours of service. No more than two qualifying taxpayers per household may qualify for the credit.
- "Non-Income Qualifying" program
- Available to 65+ and/or Permanently or Totally Disabled residents

- Limit Volunteer opportunities to Town departments and Town sponsored events (Excluding BOE)
- Earn volunteer hours between July 1–December 31, 2015
- Application process:
  - Submit intake form to determine eligibility
  - Volunteers must submit to a background check
  - Proposed placements are based on the skills and interests of the applicant, and their ability to perform all duties and responsibilities of the placement
  - Deadline to submit verified hours: January 31st
- Reassessment of the program in February of each year. Town Council should use its discretion to expand, or discontinue, the program at any time

**Recommendation #2 – 2016 (Effects 2016 Grand List; 2017-2018 Budget)**

**Annual Cap \$30,000, or 50 persons**

- **A 12 month Program, with a \$600 credit per person, for 100 hours of service. No more than two qualifying taxpayers per household may qualify for the credit.**
- “Non-Income Qualifying” program
- Available to 65+ and/or Permanently or Totally Disabled residents
- Expand Volunteer opportunities to select not-for-profit and charitable organizations, town departments, and town-related 501-c groups (Excluding BOE). A list of such qualifying organizations will be managed by the Tax Assessor, or his designee
- Earn volunteer hours between January 1–December 31, 2016
- Application process:
  - Submit intake form to determine eligibility
  - Volunteers must submit to a background check
  - Proposed placements are based on the skills and interests of the applicant, and their ability to perform all duties and responsibilities of the placement
  - Deadline to submit verified hours: January 31st
- Reassessment of the program in February of each year. Town Council should use its discretion to expand, or discontinue, the program at any time

The committee then revisited the objectives of the resolution proposed by First Selectman Herbst. As stated in Resolution TC 25-152, the goal is to “promote the goals of scientific, educational, literary, historical, governmental, charitable, and non-profit entities located in the Town of Trumbull by drawing upon the skills, knowledge and experience of its senior citizens...who choose to give their time, talent and energy by volunteering...”

It is, therefore, the recommendation of the committee to offer a “non-income qualifying”, senior or disabled volunteer tax credit program. Such program will provide an opportunity for Town residents of the age of 65 or over, or permanently or totally disabled, to reduce their property tax by utilizing their skills and experience by volunteering at town departments, non-profit agencies, and town-related events.

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

TOWN HALL  
Trumbull

TELEPHONE  
(203) 452-5000



LEGISLATION & ADMINISTRATION COMMITTEE  
AGENDA  
APRIL 27, 2015

Suzanne Testani, Chairman  
50 Cranbury Drive  
Trumbull, CT 06611

Enrico Constantini, Vice Chairman  
5 Barry Place  
Trumbull, CT 06611

Joseph Pifko  
158 Plymouth Avenue  
Trumbull, CT 06611

Edna Colucci  
39 Kingsbury Drive  
Trumbull, CT 06611

Scott Wich  
47 Killian Avenue  
Trumbull, CT 06611

Daniel Marconi  
40 Brookhedge Road  
Trumbull, CT 06611

Ken Martin, Sr., Alternate  
1676 Huntington Turnpike  
Trumbull, CT 06611

Mary Beth Thornton, Alternate  
24 Cherry Gate Lane  
Trumbull, CT 06611

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NOTICE is hereby given that the Legislation & Administration Committee of the Trumbull Town Council will hold a regular meeting Monday, April 27, 2015 at 7:00 p.m. at the Trumbull Town Hall, for the following purpose(s):

1. RESOLUTION TC25-174: To consider and act upon a resolution which authorize First Selectman Timothy M. Herbst to sign an agreement entitled "Master Municipal Agreement for Rights of Way Projects".
2. RESOLUTION TC25-172: To consider and act upon a resolution which would amend Chapter 18 Taxation of the Trumbull Municipal Code to include Article VI, Senior and Disabled Volunteer Tax Abatement.

## RESOLUTIONS

1. RESOLUTION TC25-174: BE IT RESOLVED, That First Selectman Timothy M. Herbst is hereby authorized to sign an agreement entitled “Master Municipal Agreement for Rights of Way Projects”.
2. RESOLUTION TC25-172: BE IT RESOLVED and ORDAINED, That Chapter 18 Taxation of the Trumbull Municipal Code is hereby amended to include Article VI, Senior and Disabled Volunteer Tax Abatement. (*Public Hearing*) (Full Ordinance Attached)

Sec. \_\_\_\_\_ . Senior and Disabled Persons Volunteer Tax Relief.

(a) *Purpose.* In order to promote community development through service to the Town of Trumbull by drawing on the skills, knowledge and experience of its senior and disabled citizens, the town hereby establishes a program of tax relief for qualifying seniors and disabled persons who choose to give their time, talent and energy by volunteering to provide services to the Town.

(b) *Qualifications and benefits.* Beginning with the Grand List of 2015, qualifying taxpayers who volunteer fifty (50) hours of service to the Town of Trumbull shall be eligible for a tax credit not to exceed three hundred (\$300.00) upon his or her real property taxes in accordance with the provisions of hereof. The service period shall be July 1, 2015 to December 31, 2015.

For this Grand List, the aggregate total of participants shall not exceed 50 and the aggregate total of credits shall not exceed \$15,000.00.

Beginning with the grand list of 2016, qualifying taxpayers who volunteer to provide one hundred (100) hours of service to the Town of Trumbull, shall be eligible for a tax credit upon his or her real estate taxes in accordance with the provisions hereof. The service period shall be the calendar year of 2016, et seq.

For the Grand List of 2016, et seq, the aggregate total of participants shall not exceed 50 and the aggregate total of credits shall not exceed \$30,000.00.

In order to qualify for the benefits of this volunteer tax relief program, residents

(i) at the close of the preceding calendar year must be sixty-five years of age and over, or whose spouses, living with them, are sixty-five years of age or over, or sixty years of age or over and the surviving spouse of a taxpayer qualified in this municipality under this section at the time of his or her death or with respect to real property on which such residents or their spouses are liable for taxes under section 12-48 of the Connecticut General Statutes, or at the close of the preceding calendar year have not attained sixty-five years of age but are eligible in accordance with applicable federal regulations to receive permanent total disability benefits under Social Security, or have not engaged in employment covered by Social Security and accordingly have not qualified for benefits thereunder, but who has become qualified for permanent total disability benefits under any federal, state or local government retirement or disability plan, including the Railroad Retirement Act and any government-related teacher's retirement plan, in which requirements with respect qualifications for such permanent total disability benefits are comparable to such requirements under Social Security, and

(ii) must volunteer the requisite hours of service as set forth in this subsection (b), and

(iii) own or be held in trust for their benefit and occupy as their principal residence, real property in the Town of Trumbull or be liable for the payment of taxes thereon pursuant to Section 12-48 of the Connecticut General Statutes, and

(iv) must not be delinquent on the payment of any taxes or assessments due the Town of Trumbull or the Trumbull Water Pollution Control Authority

Qualifying taxpayers who participate in this program for the Grand List years of 2016 and thereafter and shall have reached the minimum requirement of one hundred (100) hours of service as set forth herein shall be entitled to a tax credit of a fixed amount of not more than six hundred dollars (\$600.00), provided that said taxpayer satisfies the conditions of subsections (b) and (c). No more than two qualifying taxpayers who participate in this program and reside in the same principal residence may be entitled to a tax credit under this program, provided both taxpayers satisfy the conditions of subsections (b) and (c). Qualifying taxpayers must reach the specific number of hours as set forth herein to be eligible for the respective tax credits. In no event may the amount of tax credits per household exceed the amount of real property tax levied against the residence.

(c) *Program implementation.* The Tax Assessor, or its designee, shall be responsible for administration of the Senior and Disabled Persons Volunteer Tax Relief Program.

For Grand List year 2015, the Assessor shall prepare a list of approved Town related activities and services, excluding the Board of Education, for which qualifying taxpayers may choose to volunteer. Eligible taxpayers shall submit a completed application form and authorize a background check. Placements shall be based upon the skills, interests and applicant's ability to perform all duties and responsibilities of the placement.

For Grand List year 2016, et seq, the Assessor shall create an approved list of qualifying scientific, educational, literary, historical, governmental, charitable and non-profit entities located in the Town of Trumbull for which qualifying taxpayers may choose to volunteer in addition to Town-related activities and services. Such entities shall meet the spirit and intent of the ordinance, and provide direct benefit and support to the Trumbull Community. The Tax Assessor shall prepare application forms to be completed by taxpayers qualifying for benefits hereunder who wish to participate in the senior volunteer tax relief program.

Volunteer hours are to be completed in one calendar year. They shall be certified by the department or entity for which the services are rendered and submitted to the Tax Assessor by January 31<sup>st</sup> following the calendar year of service. Accumulated volunteer hours not reaching the minimum number to earn the tax credit may not be carried over to the following year. The Tax Assessor shall coordinate the application of the credit to the taxpayer's bill with the Tax Collector.

The tax credit earned shall be applied to the tax bill issued for payment in July of the year following the calendar year of service.

(d) *Disqualification.* Any such property tax relief granted to any such resident shall not

disqualify such resident with respect to any benefits for which such resident shall be eligible under the provisions of C.G.S. 12-129b to 12-129d, inclusive, and 12-170aa, and any such property tax relief provided under this section shall be in addition to any such benefits for which such resident shall be eligible under said sections. Notwithstanding the foregoing, a resident is ineligible to apply for this program

(i) if at the time of such application, the resident is delinquent in any taxes owed to the Town of Trumbull or the Water Pollution Control Authority, and (ii) for any grand list year that such resident is also receiving benefits pursuant to the Town's Senior Tax Deferral Relief Program. For the purposes of this program, the hours spent by a resident as an elected or appointed town or government official, volunteer firefighter or emergency service personnel, or employee, shall not be included in the determination of total number of requisite hours volunteered by the resident.

(e) *Termination/Amendment.* This program may be terminated or amended by the Town Council at any time with or without cause in the event it is deemed by the Town to be in its best interest to do so.



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TOWN OF TRUMBULL  
YEAR-TO-DATE BUDGET REPORT

P 1  
glytdbud

FOR 2015 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/> 01 GENERAL FUND <hr/>							
01 GENERAL GOVERNMENT <hr/>							
01010000 TOWN COUNCIL <hr/>							
01010000 522201 SERVICES & FEES-CL	13,142	280	13,422	11,111.67	.00	2,310.33	82.8%
01010000 522202 SERVICES & FEES-PR	56,500	-280	56,220	54,000.00	.00	2,220.00	96.1%
01010000 545501 COMMUNICATIONS-LEG	17,000	0	17,000	13,715.56	.00	3,284.44	80.7%
TOTAL TOWN COUNCIL	86,642	0	86,642	78,827.23	.00	7,814.77	91.0%
<hr/> 01010100 THE TRUMBULL NATURE COMMISSION <hr/>							
01010100 522201 SERVICES & FEES-CL	780	0	780	300.00	.00	480.00	38.5%
01010100 578801 MNTNCE/REPAIR SERV	117	0	117	.00	.00	117.00	.0%
01010100 590011 UTILITIES-HEAT	3,856	0	3,856	2,524.23	.00	1,331.77	65.5%
01010100 590012 UTILITES-ELECTRICI	738	0	738	735.19	.00	2.81	99.6%
01010100 590013 UTILITIES-WATER	262	0	262	177.75	.00	84.25	67.8%
01010100 590014 UTILITIES-TELEPHON	577	0	577	380.60	.00	196.40	66.0%
TOTAL THE TRUMBULL NATURE COMMISSION	6,330	0	6,330	4,117.77	.00	2,212.23	65.1%
<hr/> 01010200 ETHICS COMMISSION <hr/>							
01010200 522201 SERVICES & FEES-CL	120	0	120	.00	.00	120.00	.0%
TOTAL ETHICS COMMISSION	120	0	120	.00	.00	120.00	.0%
<hr/> 01010400 FIRST SELECTMAN <hr/>							
01010400 501101 SALARIES-FT/PERMAN	268,223	0	268,223	226,942.80	.00	41,280.20	84.6%
01010400 522202 SERVICES & FEES-PR	20,000	0	20,000	.00	.00	20,000.00	.0%
01010400 556601 PROFESSIONAL DEV-S	3,500	0	3,500	2,749.06	.00	750.94	78.5%





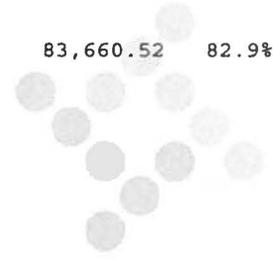
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TOWN OF TRUMBULL  
YEAR-TO-DATE BUDGET REPORT

P 2  
glytdbud

FOR 2015 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01010400 567704 TRANSPORTATION-EXP	3,500	0	3,500	3,450.62	.00	49.38	98.6%
TOTAL FIRST SELECTMAN	295,223	0	295,223	233,142.48	.00	62,080.52	79.0%
01010600 PROBATE							
01010600 522203 SERVICES & FEES-AN	2,160	0	2,160	2,160.00	.00	.00	100.0%
01010600 534401 MATERIALS & SUPPLI	1,620	0	1,620	1,620.00	.00	.00	100.0%
01010600 545504 COMMUNICATIONS-POS	3,239	0	3,239	3,239.00	.00	.00	100.0%
01010600 556604 PROFESSIONAL DEV-P	162	0	162	162.00	.00	.00	100.0%
01010600 589901 RENTALS-ANNUAL REN	1,458	0	1,458	1,458.00	.00	.00	100.0%
01010600 590014 UTILITIES-TELEPHON	1,782	0	1,782	1,782.00	.00	.00	100.0%
TOTAL PROBATE	10,421	0	10,421	10,421.00	.00	.00	100.0%
01010800 ELECTIONS							
01010800 501101 SALARIES-FT/PERMAN	51,214	0	51,214	49,211.71	.00	2,002.29	96.1%
01010800 501102 SALARIES-PT/PERMAN	19,014	0	19,014	15,953.55	.00	3,060.45	83.9%
01010800 501105 SALARIES-OVERTIME	2,234	0	2,234	1,642.62	.00	591.38	73.5%
01010800 522202 SERVICES & FEES-PR	3,400	250	3,650	3,838.44	.00	-188.44	105.2%*
01010800 522203 SERVICES & FEES-AN	46,430	-250	46,180	37,690.00	.00	8,490.00	81.6%
01010800 522205 PROGRAM EXPENSES	16,396	0	16,396	15,437.14	.00	958.86	94.2%
01010800 534402 PROGRAM SUPPLIES	5,680	0	5,680	5,274.39	.00	405.61	92.9%
01010800 545501 COMMUNICATIONS-LEG	325	0	325	.00	.00	325.00	.0%
01010800 545504 COMMUNICATIONS-POS	4,580	0	4,580	3,078.00	.00	1,502.00	67.2%
01010800 556601 PROFESSIONAL DEV-S	780	0	780	515.00	.00	265.00	66.0%
01010800 556602 PROFESSIONAL DEV-A	150	0	150	130.00	.00	20.00	86.7%
01010800 556605 PROFESSIONAL DEV-T	627	0	627	476.57	.00	150.43	76.0%
01010800 578801 MNTNCE/REPAIR SERV	3,000	0	3,000	3,000.00	.00	.00	100.0%
01010800 581888 CAPITAL OUTLAY	2,300	0	2,300	1,773.21	.00	526.79	77.1%
01010800 590014 UTILITIES-TELEPHON	2,680	0	2,680	2,020.28	.00	659.72	75.4%
TOTAL ELECTIONS	158,810	0	158,810	140,040.91	.00	18,769.09	88.2%
01011000 FINANCE DEPARTMENT							
01011000 501101 SALARIES-FT/PERMAN	498,547	-10,000	488,547	404,886.48	.00	83,660.52	82.9%





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TOWN OF TRUMBULL  
YEAR-TO-DATE BUDGET REPORT

P 3  
glytdbud

FOR 2015 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01011000 501102 SALARIES-PT/PERMAN	49,802	8,244	58,046	48,510.33	.00	9,535.67	83.6%
01011000 501105 SALARIES-OVERTIME	500	0	500	.00	.00	500.00	.0%
01011000 501106 SALARIES-LONGEVITY	425	0	425	425.00	.00	.00	100.0%
01011000 522202 SERVICES & FEES-PR	0	10,000	10,000	.00	.00	10,000.00	.0%
01011000 556601 PROFESSIONAL DEV-S	2,000	0	2,000	410.00	.00	1,590.00	20.5%
01011000 556602 PROFESSIONAL DEV-A	450	0	450	380.00	.00	70.00	84.4%
01011000 556603 PROFESSIONAL DEV-I	2,000	-115	1,885	100.00	.00	1,785.00	5.3%
01011000 556604 PROFESSIONAL DEV-P	400	0	400	352.23	.00	47.77	88.1%
01011000 567704 TRANSPORTATION-EXP	300	115	415	410.41	.00	4.59	98.9%
TOTAL FINANCE DEPARTMENT	554,424	8,244	562,668	455,474.45	.00	107,193.55	80.9%
01011400 BOARD OF FINANCE							
01011400 501101 SALARIES-FT/PERMAN	77,964	0	77,964	38,752.65	.00	39,211.35	49.7%
01011400 522201 SERVICES & FEES-CL	3,125	0	3,125	1,125.00	.00	2,000.00	36.0%
01011400 545501 COMMUNICATIONS-LEG	1,000	0	1,000	979.50	.00	20.50	98.0%
01011400 556602 PROFESSIONAL DEV-A	140	0	140	.00	.00	140.00	.0%
TOTAL BOARD OF FINANCE	82,229	0	82,229	40,857.15	.00	41,371.85	49.7%
01011600 TAX ASSESSOR							
01011600 501101 SALARIES-FT/PERMAN	253,963	0	253,963	215,798.76	.00	38,164.24	85.0%
01011600 501102 SALARIES-PT/PERMAN	32,806	0	32,806	26,844.83	.00	5,961.17	81.8%
01011600 501105 SALARIES-OVERTIME	2,250	0	2,250	521.74	.00	1,728.26	23.2%
01011600 501888 UNIFORM ALLOWANCE	150	0	150	.00	.00	150.00	.0%
01011600 522202 SERVICES & FEES-PR	125,000	115,000	240,000	195,097.48	.00	44,902.52	81.3%
01011600 522204 SERVICES & FEES-CO	21,550	275	21,825	21,218.11	.00	606.89	97.2%
01011600 534402 PROGRAM SUPPLIES	865	0	865	855.00	.00	10.00	98.8%
01011600 545501 COMMUNICATIONS-LEG	250	0	250	.00	.00	250.00	.0%
01011600 556601 PROFESSIONAL DEV-S	4,300	0	4,300	1,907.43	.00	2,392.57	44.4%
01011600 556602 PROFESSIONAL DEV-A	500	0	500	455.00	.00	45.00	91.0%
01011600 581888 CAPITAL OUTLAY	1,000	-275	725	543.97	37.49	143.54	80.2%
TOTAL TAX ASSESSOR	442,634	115,000	557,634	463,242.32	37.49	94,354.19	83.1%
01011800 BOARD OF ASSESSMENT APPEALS							
01011800 522201 SERVICES & FEES-CL	2,500	0	2,500	1,023.23	.00	1,476.77	40.9%



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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01011800 545501 COMMUNICATIONS-LEG	650	0	650	1,263.12	.00	-613.12	194.3%*
01011800 556601 PROFESSIONAL DEV-S	200	0	200	.00	.00	200.00	.0%
TOTAL BOARD OF ASSESSMENT APPEALS	3,350	0	3,350	2,286.35	.00	1,063.65	68.2%
01012000 TAX COLLECTOR							
01012000 501101 SALARIES-FT/PERMAN	281,913	0	281,913	193,913.00	.00	88,000.00	68.8%
01012000 501102 SALARIES-PT/PERMAN	23,130	0	23,130	18,408.24	.00	4,721.76	79.6%
01012000 501103 SALARIES-SEASONAL/	4,800	0	4,800	1,960.00	.00	2,840.00	40.8%
01012000 501105 SALARIES-OVERTIME	3,000	0	3,000	962.96	.00	2,037.04	32.1%
01012000 501106 SALARIES-LONGEVITY	425	0	425	425.00	.00	.00	100.0%
01012000 522203 SERVICES & FEES-AN	11,680	0	11,680	10,815.65	.00	864.35	92.6%
01012000 522204 SERVICES & FEES-CO	23,595	0	23,595	12,480.61	.00	11,114.39	52.9%
01012000 534401 MATERIALS & SUPPLI	10,000	0	10,000	4,541.49	.00	5,458.51	45.4%
01012000 545501 COMMUNICATIONS-LEG	2,500	0	2,500	2,145.56	.00	354.44	85.8%
01012000 545504 COMMUNICATIONS-POS	28,428	0	28,428	1,644.48	.00	26,783.52	5.8%
01012000 556601 PROFESSIONAL DEV-S	550	0	550	454.00	.00	96.00	82.5%
01012000 556602 PROFESSIONAL DEV-A	240	0	240	150.00	.00	90.00	62.5%
TOTAL TAX COLLECTOR	390,261	0	390,261	247,900.99	.00	142,360.01	63.5%
01012200 PURCHASING							
01012200 501101 SALARIES-FT/PERMAN	70,279	0	70,279	59,521.46	.00	10,757.54	84.7%
01012200 545501 COMMUNICATIONS-LEG	6,300	0	6,300	8,338.56	.00	-2,038.56	132.4%*
01012200 556601 PROFESSIONAL DEV-S	550	0	550	235.00	.00	315.00	42.7%
01012200 556602 PROFESSIONAL DEV-A	240	0	240	30.00	.00	210.00	12.5%
TOTAL PURCHASING	77,369	0	77,369	68,125.02	.00	9,243.98	88.1%
01012400 TREASURER							
01012400 501101 SALARIES-FT/PERMAN	22,277	0	22,277	18,845.32	.00	3,431.68	84.6%
TOTAL TREASURER	22,277	0	22,277	18,845.32	.00	3,431.68	84.6%
01012600 TECHNOLOGY							
01012600 501101 SALARIES-FT/PERMAN	288,437	0	288,437	194,555.05	.00	93,881.95	67.5%



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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01012600 501105 SALARIES-OVERTIME	10,000	0	10,000	9,429.09	.00	570.91	94.3%
01012600 522204 SERVICES & FEES-CO	307,553	0	307,553	237,520.43	33,891.30	36,141.27	88.2%
01012600 556601 PROFESSIONAL DEV-S	9,180	0	9,180	8,341.00	.00	839.00	90.9%
01012600 556602 PROFESSIONAL DEV-A	185	0	185	.00	.00	185.00	.0%
01012600 556603 PROFESSIONAL DEV-I	1,000	0	1,000	.00	.00	1,000.00	.0%
01012600 578802 MNTNCE/REP-EQUIPME	10,000	0	10,000	7,444.43	.00	2,555.57	74.4%
01012600 581888 CAPITAL OUTLAY	19,350	0	19,350	13,950.70	.00	5,399.30	72.1%
TOTAL TECHNOLOGY	645,705	0	645,705	471,240.70	33,891.30	140,573.00	78.2%
<b>01012800 TOWN ATTORNEYS</b>							
01012800 522202 SERVICES & FEES-PR	319,020	0	319,020	285,788.75	.00	33,231.25	89.6%
TOTAL TOWN ATTORNEYS	319,020	0	319,020	285,788.75	.00	33,231.25	89.6%
<b>01013000 HUMAN RESOURCES</b>							
01013000 501101 SALARIES-FT/PERMAN	190,104	0	190,104	160,126.21	.00	29,977.79	84.2%
01013000 501105 SALARIES-OVERTIME	2,000	0	2,000	170.13	.00	1,829.87	8.5%
01013000 501106 SALARIES-LONGEVITY	200	0	200	200.00	.00	.00	100.0%
01013000 522201 SERVICES & FEES-CL	420	0	420	120.00	.00	300.00	28.6%
01013000 522202 SERVICES & FEES-PR	17,000	0	17,000	12,059.79	.00	4,940.21	70.9%
01013000 522203 SERVICES & FEES-AN	2,000	0	2,000	250.00	.00	1,750.00	12.5%
01013000 522204 SERVICES & FEES-CO	0	2,400	2,400	2,294.00	.00	106.00	95.6%
01013000 545501 COMMUNICATIONS-LEG	3,000	0	3,000	3,886.21	.00	-886.21	129.5%*
01013000 556601 PROFESSIONAL DEV-S	1,500	0	1,500	1,134.67	.00	365.33	75.6%
01013000 556602 PROFESSIONAL DEV-A	300	0	300	190.00	.00	110.00	63.3%
01013000 556604 PROFESSIONAL DEV-P	6,075	-2,400	3,675	259.45	.00	3,415.55	7.1%
TOTAL HUMAN RESOURCES	222,599	0	222,599	180,690.46	.00	41,908.54	81.2%
<b>01013400 EMPLOYEE BENEFITS</b>							
01013400 511150 FRINGE BENEFITS-FI	1,555,221	6,748	1,561,969	1,300,500.62	.00	261,468.38	83.3%
01013400 511151 FRINGE BENEFITS-ME	5,246,226	35,000	5,281,226	3,761,474.44	.00	1,519,751.56	71.2%
01013400 511152 FRINGE BENEFITS-WO	1,200,000	0	1,200,000	1,104,754.79	.00	95,245.21	92.1%
01013400 511153 FRINGE BENEFITS-UN	44,500	0	44,500	30,679.00	.00	13,821.00	68.9%





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01013400 511154 FRINGE BENEFITS-ME	13,200	0	13,200	13,954.19	.00	-754.19	105.7%*
01013400 511155 FRINGE BENEFITS-LI	41,700	0	41,700	38,683.94	.00	3,016.06	92.8%
01013400 511159 FRINGE BENEFITS-CL	600	0	600	360.00	.00	240.00	60.0%
01013400 522106 PENSION CONTRIBUTI	2,050,000	0	2,050,000	2,050,000.00	.00	.00	100.0%
01013400 522107 PENSION CONTR-TOWN	4,693,000	0	4,693,000	4,061,000.00	.00	632,000.00	86.5%
01013400 522108 POLICE RET-MED/LIE	110,000	0	110,000	110,000.00	.00	.00	100.0%
01013400 522110 DEFINED CONTR-TOWN	88,545	0	88,545	66,823.37	.00	21,721.63	75.5%
01013400 522202 SERVICES & FEES-PR	47,350	0	47,350	38,731.50	4,500.00	4,118.50	91.3%
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>15,090,342</b>	<b>41,748</b>	<b>15,132,090</b>	<b>12,576,961.85</b>	<b>4,500.00</b>	<b>2,550,628.15</b>	<b>83.1%</b>
<b>01013600 TOWN CLERK</b>							
01013600 501101 SALARIES-FT/PERMAN	219,059	0	219,059	186,868.05	.00	32,190.95	85.3%
01013600 501105 SALARIES-OVERTIME	3,200	0	3,200	1,850.27	.00	1,349.73	57.8%
01013600 501106 SALARIES-LONGEVITY	850	0	850	850.00	.00	.00	100.0%
01013600 522204 SERVICES & FEES-CO	25,000	0	25,000	17,103.86	7,896.14	.00	100.0%
01013600 522205 PROGRAM EXPENSES	3,500	3,200	6,700	4,326.79	.00	2,373.21	64.6%
01013600 534402 PROGRAM SUPPLIES	3,200	0	3,200	2,142.70	.00	1,057.30	67.0%
01013600 545501 COMMUNICATIONS-LEG	3,000	0	3,000	1,684.60	.00	1,315.40	56.2%
01013600 556601 PROFESSIONAL DEV-S	2,080	0	2,080	1,982.50	.00	97.50	95.3%
01013600 556602 PROFESSIONAL DEV-A	620	0	620	620.00	.00	.00	100.0%
01013600 578801 MNTNCE/REPAIR SERV	250	0	250	275.00	.00	-25.00	110.0%*
01013600 578803 MNTNCE/REP-PROGRAM	2,500	0	2,500	763.78	1,176.87	559.35	77.6%
01013600 598889 ST OF CT-FISHING &	0	0	0	7,409.00	.00	-7,409.00	100.0%*
01013600 598890 ST OF CT-MARRIAGE	0	0	0	1,530.00	.00	-1,530.00	100.0%*
<b>TOTAL TOWN CLERK</b>	<b>263,259</b>	<b>3,200</b>	<b>266,459</b>	<b>227,406.55</b>	<b>9,073.01</b>	<b>29,979.44</b>	<b>88.7%</b>
<b>01013800 TOWN HALL</b>							
01013800 501116 CONTINGENCY	234,000	0	234,000	.00	.00	234,000.00	.0%
01013800 511160 PROPERTY/LIABILITY	880,569	-9,300	871,269	853,022.85	.00	18,246.15	97.9%
01013800 522202 SERVICES & FEES-PR	75,000	0	75,000	.00	.00	75,000.00	.0%
01013800 522205 PROGRAM EXPENSES	12,000	9,300	21,300	20,640.96	.00	659.04	96.9%
01013800 522208 CONTRIBUTIONS	12,750	0	12,750	9,250.00	.00	3,500.00	72.5%
01013800 534401 MATERIALS & SUPPLI	30,000	0	30,000	26,980.38	2,238.76	780.86	97.4%
01013800 534402 PROGRAM SUPPLIES	1,000	0	1,000	683.40	.00	316.60	68.3%
01013800 534403 MATERIALS & SUPPLI	1,000	0	1,000	205.23	.00	794.77	20.5%
01013800 545502 COMMUNICATIONS-PUB	1,000	0	1,000	544.27	.00	455.73	54.4%





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01013800 545504 COMMUNICATIONS-POS	40,000	0	40,000	37,730.36	982.70	1,286.94	96.8%
01013800 578801 MNTNCE/REPAIR SERV	11,056	0	11,056	6,402.45	110.00	4,543.55	58.9%
01013800 578804 MNTNCE/REP-REFUSE	2,053	0	2,053	1,866.91	171.08	15.01	99.3%
01013800 589901 RENTALS-ANNUAL REN	20,740	0	20,740	17,713.28	5,112.32	-2,085.60	110.1%*
01013800 590011 UTILITIES-HEAT	12,485	0	12,485	11,006.37	.00	1,478.63	88.2%
01013800 590012 UTILITIES-ELECTRIC	91,248	0	91,248	121,077.95	.00	-29,829.95	132.7%*
01013800 590013 UTILITIES-WATER	2,661	0	2,661	1,567.72	.00	1,093.28	58.9%
01013800 590014 UTILITIES-TELEPHON	97,864	0	97,864	75,886.72	.00	21,977.28	77.5%
<b>TOTAL TOWN HALL</b>	<b>1,525,426</b>	<b>0</b>	<b>1,525,426</b>	<b>1,184,578.85</b>	<b>8,614.86</b>	<b>332,232.29</b>	<b>78.2%</b>
<b>01014200 PLANNING AND ZONING</b>							
01014200 501101 SALARIES-FT/PERMAN	260,399	0	260,399	219,045.65	.00	41,353.35	84.1%
01014200 501105 SALARIES-OVERTIME	3,000	0	3,000	4,430.89	.00	-1,430.89	147.7%*
01014200 501106 SALARIES-LONGEVITY	425	0	425	425.00	.00	.00	100.0%
01014200 522201 SERVICES & FEES-CL	180	0	180	34.00	.00	146.00	18.9%
01014200 522202 SERVICES & FEES-PR	31,000	0	31,000	7,166.02	.00	23,833.98	23.1%
01014200 522205 PROGRAM EXPENSES	13,279	0	13,279	11,030.92	.00	2,248.08	83.1%
01014200 534401 MATERIALS & SUPPLI	500	0	500	709.90	13.50	-223.40	144.7%*
01014200 534402 PROGRAM SUPPLIES	500	0	500	.00	.00	500.00	.0%
01014200 545501 COMMUNICATIONS-LEG	17,000	0	17,000	19,130.75	.00	-2,130.75	112.5%*
01014200 556601 PROFESSIONAL DEV-S	2,650	0	2,650	550.00	.00	2,100.00	20.8%
01014200 556602 PROFESSIONAL DEV-A	550	0	550	482.00	.00	68.00	87.6%
01014200 556604 PROFESSIONAL DEV-P	150	0	150	.00	.00	150.00	.0%
<b>TOTAL PLANNING AND ZONING</b>	<b>329,633</b>	<b>0</b>	<b>329,633</b>	<b>263,005.13</b>	<b>13.50</b>	<b>66,614.37</b>	<b>79.8%</b>
<b>01014600 ECONOMIC DEVELOPMENT</b>							
01014600 501101 SALARIES-FT/PERMAN	97,298	0	97,298	81,946.01	.00	15,351.99	84.2%
01014600 522201 SERVICES & FEES-CL	720	0	720	300.00	.00	420.00	41.7%
01014600 522202 SERVICES & FEES-PR	5,000	0	5,000	1,829.23	.00	3,170.77	36.6%
01014600 522205 PROGRAM EXPENSES	5,500	0	5,500	547.01	200.00	4,752.99	13.6%
01014600 534402 PROGRAM SUPPLIES	1,800	0	1,800	.00	.00	1,800.00	.0%
01014600 545503 COMMUNICATIONS-PUB	7,500	0	7,500	3,602.56	.00	3,897.44	48.0%
01014600 556601 PROFESSIONAL DEV-S	2,000	0	2,000	150.00	.00	1,850.00	7.5%
01014600 556602 PROFESSIONAL DEV-A	405	0	405	200.00	.00	205.00	49.4%
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>120,223</b>	<b>0</b>	<b>120,223</b>	<b>88,574.81</b>	<b>200.00</b>	<b>31,448.19</b>	<b>73.8%</b>
<b>01014800 INLAND WETLANDS COMMISSION</b>							



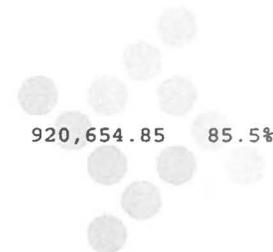
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01014800 522201 SERVICES & FEES-CL	1,400	0	1,400	993.55	.00	406.45	71.0%
01014800 534401 MATERIALS & SUPPLI	700	0	700	230.58	.00	469.42	32.9%
01014800 534402 PROGRAM SUPPLIES	75	0	75	22.00	.00	53.00	29.3%
01014800 545501 COMMUNICATIONS-LEG	13,000	0	13,000	9,609.72	.00	3,390.28	73.9%
01014800 556601 PROFESSIONAL DEV-S	600	0	600	525.00	.00	75.00	87.5%
01014800 556604 PROFESSIONAL DEV-P	175	0	175	.00	.00	175.00	.0%
TOTAL INLAND WETLANDS COMMISSION	15,950	0	15,950	11,380.85	.00	4,569.15	71.4%
01015400 CONSERVATION COMMISSION							
01015400 522201 SERVICES & FEES-CL	600	0	600	360.00	.00	240.00	60.0%
01015400 545502 COMMUNICATIONS-PUB	75	0	75	.00	.00	75.00	.0%
01015400 545503 COMMUNICATIONS-PUB	154	-120	34	.00	.00	34.00	.0%
01015400 556601 PROFESSIONAL DEV-S	150	360	510	505.00	.00	5.00	99.0%
01015400 556602 PROFESSIONAL DEV-A	300	-240	60	.00	.00	60.00	.0%
TOTAL CONSERVATION COMMISSION	1,279	0	1,279	865.00	.00	414.00	67.6%
01015600 CLEAN ENERGY FUND							
01015600 522205 PROGRAM EXPENSES	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							
01015800 522205 PROGRAM EXPENSES	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	20,709,210	168,192	20,877,402	17,097,857.94	56,330.16	3,723,213.90	82.2%
02 PUBLIC SAFETY							
01022000 POLICE							
01022000 501101 SALARIES-FT/PERMAN	6,357,324	-25,000	6,332,324	5,411,669.15	.00	920,654.85	85.5%





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01022000 501102 SALARIES-PT/PERMAN	75,077	0	75,077	62,363.83	.00	12,713.17	83.1%
01022000 501104 SALARIES-VACATION	46,010	0	46,010	15,911.75	.00	30,098.25	34.6%
01022000 501105 SALARIES-OVERTIME	525,000	0	525,000	616,441.91	.00	-91,441.91	117.4%*
01022000 501106 SALARIES-LONGEVITY	22,000	0	22,000	20,541.61	.00	1,458.39	93.4%
01022000 501109 SALARIES-COLLEGE I	31,900	0	31,900	.00	.00	31,900.00	.0%
01022000 501112 SHIFT DIFFERENTIAL	48,800	0	48,800	46,213.69	.00	2,586.31	94.7%
01022000 501113 HOLIDAY	313,000	0	313,000	260,032.39	.00	52,967.61	83.1%
01022000 501114 TRAINING	115,000	0	115,000	161,280.56	.00	-46,280.56	140.2%*
01022000 501887 POLICE UNIFORM CLE	14,000	0	14,000	13,584.74	.00	415.26	97.0%
01022000 501888 UNIFORM ALLOWANCE	46,680	0	46,680	39,513.55	3,072.30	4,094.15	91.2%
01022000 522202 SERVICES & FEES-PR	0	25,000	25,000	16,763.09	7,236.91	1,000.00	96.0%
01022000 522203 SERVICES & FEES-AN	15,000	0	15,000	4,858.55	.00	10,141.45	32.4%
01022000 534401 MATERIALS & SUPPLI	14,832	0	14,832	12,366.16	827.17	1,638.67	89.0%
01022000 534402 PROGRAM SURPLIES	39,200	0	39,200	31,372.18	3,855.25	3,972.57	89.9%
01022000 534403 MATERIALS & SUPPLI	5,800	0	5,800	4,171.99	85.11	1,542.90	73.4%
01022000 545503 COMMUNICATIONS-PUB	2,500	0	2,500	2,020.65	328.23	151.12	94.0%
01022000 556601 PROFESSIONAL DEV-S	5,000	0	5,000	5,294.61	.00	-294.61	105.9%*
01022000 556602 PROFESSIONAL DEV-A	1,500	0	1,500	1,460.00	.00	40.00	97.3%
01022000 556603 PROFESSIONAL DEV-I	30,000	0	30,000	23,991.21	213.00	5,795.79	80.7%
01022000 556604 PROFESSIONAL DEV-P	500	0	500	106.20	.00	393.80	21.2%
01022000 567702 TRANSPORTATION-VEH	50,000	0	50,000	42,732.86	285.10	6,982.04	86.0%
01022000 567704 TRANSPORTATION-EXP	15,000	0	15,000	13,342.98	.00	1,657.02	89.0%
01022000 578801 MNTNCE/REPAIR SERV	121,108	0	121,108	99,783.80	1,330.65	19,993.55	83.5%
01022000 578803 MNTNCE/REP-PROGRAM	6,000	0	6,000	1,295.40	1,055.00	3,649.60	39.2%
01022000 578804 MNTNCE/REP-REFUSE	2,053	0	2,053	1,866.83	171.16	15.01	99.3%
01022000 581888 CAPITAL OUTLAY	215,595	0	215,595	17,350.80	195.00	198,049.20	8.1%
01022000 589901 RENTALS-ANNUAL REN	11,840	0	11,840	9,879.44	.00	1,960.56	83.4%
01022000 590011 UTILITIES-HEAT	9,092	0	9,092	6,426.06	.00	2,665.94	70.7%
01022000 590012 UTILITIES-ELECTRIC	94,323	0	94,323	77,713.96	.00	16,609.04	82.4%
01022000 590013 UTILITIES-WATER	3,034	0	3,034	2,075.83	.00	958.17	68.4%
01022000 590014 UTILITIES-TELEPHON	17,751	0	17,751	14,489.98	.00	3,261.02	81.6%
01022000 590015 UTILITIES-TRAFFIC	8,964	0	8,964	7,685.70	.00	1,278.30	85.7%
TOTAL POLICE	8,263,883	0	8,263,883	7,044,601.46	18,654.88	1,200,626.66	85.5%
<b>01022400 ANIMAL CONTROL</b>							
01022400 501101 SALARIES-FT/PERMAN	58,248	0	58,248	48,874.67	.00	9,373.33	83.9%
01022400 501102 SALARIES-PT/PERMAN	25,402	0	25,402	20,295.63	.00	5,106.37	79.9%
01022400 501105 SALARIES-OVERTIME	3,290	0	3,290	2,029.45	.00	1,260.55	61.7%
01022400 501887 UNIFORM CLEANING	400	0	400	.00	.00	400.00	.0%
01022400 501888 UNIFORM ALLOWANCE	1,000	0	1,000	448.00	312.00	240.00	76.0%





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01022400 522202 SERVICES & FEES-PR	6,500	0	6,500	3,443.30	.00	3,056.70	53.0%
01022400 522203 SERVICES & FEES-AN	300	0	300	.00	.00	300.00	.0%
01022400 534402 PROGRAM SUPPLIES	4,000	0	4,000	2,274.77	406.50	1,318.73	67.0%
01022400 545501 COMMUNICATIONS-LEG	850	0	850	656.85	.00	193.15	77.3%
01022400 556603 PROFESSIONAL DEV-I	750	0	750	131.25	.00	618.75	17.5%
01022400 578801 MNTNCE/REPAIR SERV	798	0	798	550.00	121.00	127.00	84.1%
01022400 578802 MNTNCE/REP-EQUIPME	2,760	0	2,760	1,181.89	.00	1,578.11	42.8%
01022400 578804 MNTNCE/REP-REFUSE	850	0	850	622.24	57.02	170.74	79.9%
01022400 590011 UTILITIES-HEAT	2,634	0	2,634	2,072.67	.00	561.33	78.7%
01022400 590012 UTILITIES-ELECTRICI	6,446	0	6,446	5,002.75	.00	1,443.25	77.6%
01022400 590013 UTILITIES-WATER	636	0	636	476.87	.00	159.13	75.0%
01022400 590014 UTILITIES-TELEPHON	404	0	404	264.89	.00	139.11	65.6%
TOTAL ANIMAL CONTROL	115,268	0	115,268	88,325.23	896.52	26,046.25	77.4%
01022600 EMERGENCY MEDICAL SERVICES							
01022600 501101 SALARIES-FT/PERMAN	143,476	0	143,476	121,706.65	.00	21,769.35	84.8%
01022600 501102 SALARIES-PT/PERMAN	658	0	658	189.82	.00	468.18	28.8%
01022600 501105 SALARIES-OVERTIME	1,490	0	1,490	1,266.30	.00	223.70	85.0%
01022600 501888 UNIFORM ALLOWANCE	5,000	0	5,000	3,563.50	688.60	747.90	85.0%
01022600 522202 SERVICES & FEES-PR	946,034	-23,000	923,034	825,755.78	89,840.02	7,438.20	99.2%
01022600 522203 SERVICES & FEES-AN	58,315	0	58,315	45,409.21	.00	12,905.79	77.9%
01022600 522205 PROGRAM EXPENSES	2,500	0	2,500	2,500.00	.00	.00	100.0%
01022600 534401 MATERIALS & SUPPLI	1,000	0	1,000	485.45	.00	514.55	48.5%
01022600 534402 PROGRAM SUPPLIES	40,390	23,000	63,390	49,269.87	9,316.73	4,803.40	92.4%
01022600 534403 MATERIALS & SUPPLI	400	0	400	112.98	.00	287.02	28.2%
01022600 545503 COMMUNICATIONS-PUB	1,500	0	1,500	1,402.07	.00	97.93	93.5%
01022600 556601 PROFESSIONAL DEV-S	3,000	0	3,000	.00	.00	3,000.00	.0%
01022600 556603 PROFESSIONAL DEV-I	5,575	0	5,575	1,760.00	.00	3,815.00	31.6%
01022600 567703 TRANSPORTATION-TRA	500	0	500	.00	.00	500.00	.0%
01022600 578801 MNTNCE/REPAIR SERV	2,868	0	2,868	318.22	170.00	2,379.78	17.0%
01022600 578802 MNTNCE/REP-EQUIPME	3,300	0	3,300	1,761.04	335.00	1,203.96	63.5%
01022600 578804 MNTNCE/REP-REFUSE	684	0	684	622.24	57.02	4.74	99.3%
01022600 581888 CAPITAL OUTLAY	38,288	0	38,288	19,813.62	.00	18,474.38	51.7%
01022600 589901 RENTALS-ANNUAL REN	1,432	0	1,432	1,385.62	80.90	-34.52	102.4%*
01022600 590011 UTILITIES-HEAT	6,899	0	6,899	4,099.78	.00	2,799.22	59.4%
01022600 590012 UTILITIES-ELECTRIC	11,217	0	11,217	9,992.47	.00	1,224.53	89.1%
01022600 590013 UTILITIES-WATER	681	0	681	490.86	.00	190.14	72.1%
01022600 590014 UTILITIES-TELEPHON	18,700	0	18,700	8,116.57	.00	10,583.43	43.4%
TOTAL EMERGENCY MEDICAL SERVICES	1,293,907	0	1,293,907	1,100,022.05	100,488.27	93,396.68	92.8%

01022800 FIRE MARSHAL



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01022800 501101 SALARIES-FT/PERMAN	260,964	0	260,964	220,462.10	.00	40,501.90	84.5%
01022800 501105 SALARIES-OVERTIME	12,000	0	12,000	7,210.45	.00	4,789.55	60.1%
01022800 501122 CERTIFICATION STIP	2,250	0	2,250	.00	.00	2,250.00	.0%
01022800 501887 UNIFORM CLEANING	500	0	500	326.65	.00	173.35	65.3%
01022800 501888 UNIFORM ALLOWANCE	3,000	0	3,000	1,069.91	.00	1,930.09	35.7%
01022800 522203 SERVICES & FEES-AN	200	0	200	134.30	.00	65.70	67.2%
01022800 522204 SERVICES & FEES-CO	5,300	0	5,300	.00	2,000.00	3,300.00	37.7%
01022800 522205 PROGRAM EXPENSES	350	0	350	.00	.00	350.00	.0%
01022800 534401 MATERIALS & SUPPLI	600	0	600	487.40	.00	112.60	81.2%
01022800 534402 PROGRAM SUPPLIES	800	0	800	474.03	110.00	215.97	73.0%
01022800 556601 PROFESSIONAL DEV-S	1,800	0	1,800	945.00	.00	855.00	52.5%
01022800 556602 PROFESSIONAL DEV-A	1,700	0	1,700	1,364.00	.00	336.00	80.2%
01022800 556604 PROFESSIONAL DEV-P	1,200	0	1,200	1,255.50	.00	-55.50	104.6%*
01022800 578802 MNTNCE/REP-EQUIPME	1,500	0	1,500	.00	.00	1,500.00	.0%
01022800 581888 CAPITAL OUTLAY	4,810	0	4,810	.00	415.09	4,394.91	8.6%
01022800 589901 RENTALS-ANNUAL REN	7,508	0	7,508	.00	.00	7,508.00	.0%
01022800 590014 UTILITIES-TELEPHON	2,214	0	2,214	1,198.81	.00	1,015.19	54.1%
TOTAL FIRE MARSHAL	306,696	0	306,696	234,928.15	2,525.09	69,242.76	77.4%
01022824 FIRE MARSHAL-FIRE HYDRANTS							
01022824 590016 UTILITIES-FIRE HYD	1,416,299	0	1,416,299	1,049,444.29	.00	366,854.71	74.1%
TOTAL FIRE MARSHAL-FIRE HYDRANTS	1,416,299	0	1,416,299	1,049,444.29	.00	366,854.71	74.1%
01023200 BUILDING OFFICIAL							
01023200 501101 SALARIES-FT/PERMAN	269,776	51,340	321,116	273,238.58	.00	47,877.42	85.1%
01023200 501102 SALARIES-PT/PERMAN	29,702	-25,232	4,470	4,379.15	.00	90.85	98.0%
01023200 501105 SALARIES-OVERTIME	5,000	0	5,000	2,064.71	.00	2,935.29	41.3%
01023200 501106 SALARIES-LONGEVITY	500	0	500	500.00	.00	.00	100.0%
01023200 501888 UNIFORM ALLOWANCE	450	0	450	.00	164.94	285.06	36.7%
01023200 522204 SERVICES & FEES-CO	25,250	-25,000	250	.00	.00	250.00	.0%
01023200 534401 MATERIALS & SUPPLI	2,850	0	2,850	1,610.06	81.32	1,158.62	59.3%
01023200 545501 COMMUNICATIONS-LEG	75	0	75	.00	.00	75.00	.0%
01023200 556601 PROFESSIONAL DEV-S	600	0	600	215.00	.00	385.00	35.8%
01023200 556602 PROFESSIONAL DEV-A	452	0	452	452.00	.00	.00	100.0%
01023200 556604 PROFESSIONAL DEV-P	1,500	0	1,500	1,007.76	.00	492.24	67.2%





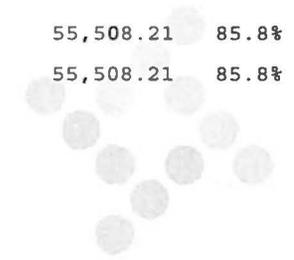
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01023200 578801 MNTNCE/REPAIR SERV	2,550	0	2,550	2,574.40	.00	-24.40	101.0%*
01023200 581888 CAPITAL OUTLAY	4,526	0	4,526	.00	.00	4,526.00	.0%
TOTAL BUILDING OFFICIAL	343,231	1,108	344,339	286,041.66	246.26	58,051.08	83.1%
01023400 EMERGENCY MANAGEMENT							
01023400 501102 SALARIES-PT/PERMAN	38,911	0	38,911	38,251.56	.00	659.44	98.3%
01023400 501105 SALARIES-OVERTIME	23,394	0	23,394	20,989.15	.00	2,404.85	89.7%
01023400 501888 UNIFORM ALLOWANCE	600	0	600	234.00	291.00	75.00	87.5%
01023400 534402 PROGRAM SUPPLIES	3,000	0	3,000	1,383.56	169.46	1,446.98	51.8%
01023400 578801 MNTNCE/REPAIR SERV	11,165	0	11,165	8,690.39	.00	2,474.61	77.8%
01023400 578802 MNTNCE/REP-EQUIPME	1,625	0	1,625	200.00	.00	1,425.00	12.3%
01023400 581888 CAPITAL OUTLAY	1,500	0	1,500	1,493.00	.00	7.00	99.5%
01023400 590014 UTILITIES-TELEPHON	12,721	0	12,721	5,327.94	.00	7,393.06	41.9%
TOTAL EMERGENCY MANAGEMENT	92,916	0	92,916	76,569.60	460.46	15,885.94	82.9%
TOTAL PUBLIC SAFETY	11,832,200	1,108	11,833,308	9,879,932.44	123,271.48	1,830,104.08	84.5%
03 PUBLIC WORKS							
01030000 PUBLIC WORKS DIRECTOR							
01030000 501101 SALARIES-FT/PERMAN	174,623	0	174,623	147,579.92	.00	27,043.08	84.5%
01030000 501105 SALARIES-OVERTIME	500	0	500	.00	.00	500.00	.0%
01030000 556601 PROFESSIONAL DEV-S	2,000	0	2,000	155.00	.00	1,845.00	7.8%
01030000 556602 PROFESSIONAL DEV-A	291	0	291	273.75	.00	17.25	94.1%
01030000 567704 TRANSPORTATION-EXP	242	0	242	6.00	.00	236.00	2.5%
01030000 590014 UTILITIES-TELEPHON	1,386	0	1,386	904.38	.00	481.62	65.3%
TOTAL PUBLIC WORKS DIRECTOR	179,042	0	179,042	148,919.05	.00	30,122.95	83.2%
01030025 PUBLIC WORKS -STREET LIGHTS							
01030025 590015 UTILITIES-STREET L	390,000	0	390,000	334,491.79	.00	55,508.21	85.8%
TOTAL PUBLIC WORKS -STREET LIGHTS	390,000	0	390,000	334,491.79	.00	55,508.21	85.8%





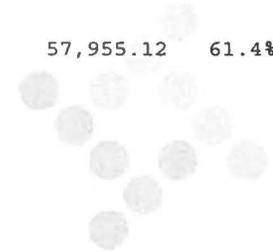
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<u>01030100 PUBLIC WORKS - HIGHWAY</u>							
01030100 501101 SALARIES-FT/PERMAN	1,759,346	0	1,759,346	1,627,727.06	.00	131,618.94	92.5%
01030100 501102 SALARIES-PT/PERMAN	24,638	0	24,638	22,005.61	.00	2,632.39	89.3%
01030100 501103 SALARIES-SEASONAL/	7,500	0	7,500	6,871.38	.00	628.62	91.6%
01030100 501105 SALARIES-OVERTIME	52,500	0	52,500	91,490.39	.00	-38,990.39	174.3%*
01030100 501106 SALARIES-LONGEVITY	1,000	0	1,000	2,000.00	.00	-1,000.00	200.0%*
01030100 501888 UNIFORM ALLOWANCE	18,193	0	18,193	17,896.66	.00	296.34	98.4%
01030100 522203 SERVICES & FEES-AN	35,890	0	35,890	26,343.35	7,213.65	2,333.00	93.5%
01030100 534401 MATERIALS & SUPPLI	2,425	0	2,425	1,526.81	60.13	838.06	65.4%
01030100 534402 PROGRAM SUPPLIES	155,200	0	155,200	113,366.24	11,386.78	30,446.98	80.4%
01030100 534403 MATERIALS & SUPPLI	388	0	388	388.12	.00	-12	100.0%*
01030100 545503 COMMUNICATIONS-PUB	7,469	0	7,469	5,933.34	1,618.68	-83.02	101.1%*
01030100 556601 PROFESSIONAL DEV-S	4,000	0	4,000	1,115.00	.00	2,885.00	27.9%
01030100 578801 MNTNCE/REPAIR SERV	3,595	0	3,595	1,895.34	.00	1,699.66	52.7%
01030100 578803 MNTNCE/REP-PROGRAM	30,000	0	30,000	21,873.20	8,063.60	63.20	99.8%
01030100 578804 MNTNCE/REP-REFUSE	6,156	0	6,156	5,598.15	513.00	44.85	99.3%
01030100 581888 CAPITAL OUTLAY	127,649	0	127,649	14,899.70	.00	112,749.30	11.7%
01030100 589901 RENTALS-ANNUAL REN	3,120	0	3,120	2,151.29	708.71	260.00	91.7%
01030100 589902 RENTALS-OCCASIONAL	14,550	0	14,550	.00	14,550.00	.00	100.0%
01030100 590011 UTILITIES-HEAT	30,052	0	30,052	20,786.14	.00	9,265.86	69.2%
01030100 590012 UTILITIES-ELECTRIC	82,103	0	82,103	81,903.22	.00	199.78	99.8%
01030100 590013 UTILITIES-WATER	8,986	0	8,986	4,445.36	.00	4,540.64	49.5%
01030100 590014 UTILITIES-TELEPHON	14,110	0	14,110	13,519.74	.00	590.26	95.8%
TOTAL PUBLIC WORKS - HIGHWAY	2,388,870	0	2,388,870	2,083,736.10	44,114.55	261,019.35	89.1%
<u>01030101 HW-SNOW REMOVAL</u>							
01030101 501105 SALARIES-OVERTIME	165,000	0	165,000	317,781.01	.00	-152,781.01	192.6%*
01030101 522203 SERVICES & FEES-AN	30,000	0	30,000	129.00	29,400.00	471.00	98.4%
01030101 534402 PROGRAM SUPPLIES	324,950	0	324,950	511,532.18	4,350.57	-190,932.75	158.8%*
TOTAL HW-SNOW REMOVAL	519,950	0	519,950	829,442.19	33,750.57	-343,242.76	166.0%
<u>01030105 HW-CONSTRUCTION</u>							
01030105 522205 PROGRAM EXPENSES	150,000	0	150,000	89,544.88	2,500.00	57,955.12	61.4%





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TOTAL HW-CONSTRUCTION	150,000	0	150,000	89,544.88	2,500.00	57,955.12	61.4%
<b>01030200 PUBLIC WORKS - BLD MAINTENANCE</b>							
01030200 501101 SALARIES-FT/PERMAN	469,898	0	469,898	404,574.38	.00	65,323.62	86.1%
01030200 501102 SALARIES-PT/PERMAN	14,350	-9,360	4,990	2,879.90	.00	2,110.10	57.7%
01030200 501105 SALARIES-OVERTIME	5,000	0	5,000	20,232.97	.00	-15,232.97	404.7%*
01030200 501106 SALARIES-LONGEVITY	425	0	425	425.00	.00	.00	100.0%
01030200 501888 UNIFORM ALLOWANCE	1,225	0	1,225	1,325.65	.00	-100.65	108.2%*
01030200 522203 SERVICES & FEES-AN	92,150	9,360	101,510	79,665.86	16,901.29	4,942.85	95.1%
01030200 522204 SERVICES & FEES-CO	5,270	0	5,270	5,544.89	.00	-274.89	105.2%*
01030200 534402 PROGRAM SUPPLIES	4,850	0	4,850	2,549.31	.00	2,300.69	52.6%
01030200 578802 MNTNCE/REP-EQUIPME	188,500	0	188,500	117,113.38	35,870.54	35,516.08	81.2%
01030200 581888 CAPITAL OUTLAY	9,000	0	9,000	9,000.00	.00	.00	100.0%
01030200 589902 RENTALS-OCCASIONAL	1,164	0	1,164	.00	.00	1,164.00	.0%
01030200 590017 SEWER FEES	214,400	0	214,400	143,984.82	.00	70,415.18	67.2%
TOTAL PUBLIC WORKS - BLD MAINTENANCE	1,006,232	0	1,006,232	787,296.16	52,771.83	166,164.01	83.5%
<b>01030300 FLEET MAINTENANCE</b>							
01030300 501101 SALARIES-FT/PERMAN	511,559	0	511,559	451,102.34	.00	60,456.66	88.2%
01030300 501105 SALARIES-OVERTIME	10,200	0	10,200	16,984.69	.00	-6,784.69	166.5%*
01030300 501106 SALARIES-LONGEVITY	500	0	500	500.00	.00	.00	100.0%
01030300 501888 UNIFORM ALLOWANCE	8,030	0	8,030	2,693.75	.00	5,336.25	33.5%
01030300 567701 TRANSPORTATION-GAS	381,124	0	381,124	294,230.91	3,063.50	83,829.59	78.0%
01030300 567702 TRANSPORTATION-VEH	291,560	0	291,560	242,853.40	12,720.33	35,986.27	87.7%
01030300 578801 MNTNCE/REPAIR SERV	2,450	0	2,450	1,500.00	.00	950.00	61.2%
TOTAL FLEET MAINTENANCE	1,205,423	0	1,205,423	1,009,865.09	15,783.83	179,774.08	85.1%
<b>01030400 RECYCLING CENTER</b>							
01030400 501101 SALARIES-FT/PERMAN	120,098	0	120,098	104,818.99	.00	15,279.01	87.3%
01030400 501105 SALARIES-OVERTIME	19,100	0	19,100	21,574.62	.00	-2,474.62	113.0%*
01030400 501106 SALARIES-LONGEVITY	500	0	500	500.00	.00	.00	100.0%
01030400 501888 UNIFORM ALLOWANCE	500	0	500	405.90	.00	94.10	81.2%





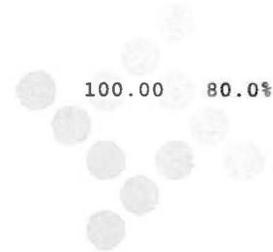
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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01030400 522204 SERVICES & FEES-CO	1,803,270	0	1,803,270	1,352,570.47	42,056.83	408,642.70	77.3%
01030400 522207 SPECIAL CONTRACTUA	67,300	0	67,300	26,048.89	22,661.21	18,589.90	72.4%
01030400 534402 PROGRAM SUPPLIES	11,510	0	11,510	1,817.61	.00	9,692.39	15.8%
01030400 578801 MNTNCE/REPAIR SERV	1,377	0	1,377	.00	.00	1,377.00	.0%
01030400 581886 HAZARDOUS WASTE DA	20,000	0	20,000	5,058.50	9,000.00	5,941.50	70.3%
TOTAL RECYCLING CENTER	2,043,655	0	2,043,655	1,512,794.98	73,718.04	457,141.98	77.6%
01030500 TOWN ENGINEER							
01030500 501101 SALARIES-FT/PERMAN	480,170	0	480,170	412,224.27	.00	67,945.73	85.8%
01030500 501105 SALARIES-OVERTIME	9,000	0	9,000	8,739.79	.00	260.21	97.1%
01030500 501106 SALARIES-LONGEVITY	850	0	850	850.00	.00	.00	100.0%
01030500 501888 UNIFORM ALLOWANCE	840	0	840	302.43	.00	537.57	36.0%
01030500 522202 SERVICES & FEES-PR	30,300	0	30,300	12,227.90	9,422.10	8,650.00	71.5%
01030500 522203 SERVICES & FEES-AN	4,000	0	4,000	.00	.00	4,000.00	.0%
01030500 522204 SERVICES & FEES-CO	12,300	0	12,300	3,458.87	.00	8,841.13	28.1%
01030500 534401 MATERIALS & SUPPLI	2,800	0	2,800	2,476.53	85.79	237.68	91.5%
01030500 534402 PROGRAM SUPPLIES	2,500	0	2,500	1,339.95	256.96	903.09	63.9%
01030500 545501 COMMUNICATIONS-LEG	600	0	600	.00	.00	600.00	.0%
01030500 556601 PROFESSIONAL DEV-S	750	0	750	744.00	.00	6.00	99.2%
01030500 556602 PROFESSIONAL DEV-A	955	0	955	955.00	.00	.00	100.0%
01030500 578802 MNTNCE/REP-EQUIPME	1,800	0	1,800	472.50	.00	1,327.50	26.3%
TOTAL TOWN ENGINEER	546,865	0	546,865	443,791.24	9,764.85	93,308.91	82.9%
TOTAL PUBLIC WORKS	8,430,037	0	8,430,037	7,239,881.48	232,403.67	957,751.85	88.6%
04 PUBLIC HEALTH							
01040000 HEALTH DEPARTMENT							
01040000 522205 PROGRAM EXPENSES	315,380	0	315,380	236,535.00	.00	78,845.00	75.0%
TOTAL HEALTH DEPARTMENT	315,380	0	315,380	236,535.00	.00	78,845.00	75.0%
01040200 VITAL STATISTICS							
01040200 522205 PROGRAM EXPENSES	500	0	500	400.00	.00	100.00	80.0%





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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01040200 578803 MNTNCE/REP-PROGRAM	500	0	500	431.12	.00	68.88	86.2%
TOTAL VITAL STATISTICS	1,000	0	1,000	831.12	.00	168.88	83.1%
01040400 NURSING - SENIORS							
01040400 501102 SALARIES-PT/PERMAN	33,948	0	33,948	21,457.25	.00	12,490.75	63.2%
01040400 522205 PROGRAM EXPENSES	35	0	35	20.99	.00	14.01	60.0%
01040400 534402 PROGRAM SUPPLIES	250	0	250	235.50	.00	14.50	94.2%
01040400 556601 PROFESSIONAL DEV-S	100	0	100	75.00	.00	25.00	75.0%
01040400 556602 PROFESSIONAL DEV-A	25	0	25	.00	.00	25.00	.0%
01040400 567703 TRANSPORTATION-TRA	350	0	350	8.38	.00	341.62	2.4%
TOTAL NURSING - SENIORS	34,708	0	34,708	21,797.12	.00	12,910.88	62.8%
01060400 NON PUBLIC SCHOOL							
01060400 501101 SALARIES-FT/PERMAN	294,893	0	294,893	244,004.80	.00	50,888.20	82.7%
01060400 501102 SALARIES-PT/PERMAN	21,871	0	21,871	13,957.22	.00	7,913.78	63.8%
01060400 501104 SALARIES-VACATION	3,750	0	3,750	1,852.63	.00	1,897.37	49.4%
01060400 501106 SALARIES-LONGEVITY	425	0	425	425.00	.00	.00	100.0%
01060400 534402 PROGRAM SUPPLIES	900	0	900	214.00	.00	686.00	23.8%
01060400 556601 PROFESSIONAL DEV-S	1,146	0	1,146	1,131.00	.00	15.00	98.7%
01060400 567703 TRANSPORTATION-TRA	200	0	200	.00	.00	200.00	.0%
TOTAL NON PUBLIC SCHOOL	323,185	0	323,185	261,584.65	.00	61,600.35	80.9%
TOTAL PUBLIC HEALTH	674,273	0	674,273	520,747.89	.00	153,525.11	77.2%
05 SOCIAL SERVICES							
01050000 SOCIAL SERVICES							
01050000 501101 SALARIES-FT/PERMAN	95,300	0	95,300	77,927.67	.00	17,372.33	81.8%
01050000 501102 SALARIES-PT/PERMAN	16,403	0	16,403	8,040.63	.00	8,362.37	49.0%
01050000 501105 SALARIES-OVERTIME	500	0	500	1,348.45	.00	-848.45	269.7%*
01050000 501106 SALARIES-LONGEVITY	450	0	450	450.00	.00	.00	100.0%





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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01050000 522205 PROGRAM EXPENSES	0	0	0	.00	34.00	-34.00	100.0%*
01050000 534401 MATERIALS & SUPPLI	1,000	0	1,000	370.61	.00	629.39	37.1%
01050000 556601 PROFESSIONAL DEV-S	200	0	200	.00	.00	200.00	.0%
01050000 578801 MNTNCE/REPAIR SERV	800	0	800	1,674.70	.00	-874.70	209.3%*
01050000 589901 RENTALS-ANNUAL REN	420	0	420	.00	.00	420.00	.0%
01050000 590014 UTILITIES-TELEPHON	1,893	0	1,893	1,591.41	.00	301.59	84.1%
TOTAL SOCIAL SERVICES	116,966	0	116,966	91,403.47	34.00	25,528.53	78.2%
01050200 MARY SHERLACH COUNSELING CTR							
01050200 501101 SALARIES-FT/PERMAN	208,649	0	208,649	179,012.29	.00	29,636.71	85.8%
01050200 501105 SALARIES-OVERTIME	1,000	0	1,000	305.13	.00	694.87	30.5%
01050200 501106 SALARIES-LONGEVITY	850	0	850	850.00	.00	.00	100.0%
01050200 522202 SERVICES & FEES-PR	3,000	0	3,000	2,975.00	.00	25.00	99.2%
01050200 534401 MATERIALS & SUPPLI	1,138	0	1,138	654.50	.00	483.50	57.5%
01050200 534402 PROGRAM SUPPLIES	750	0	750	81.78	.00	668.22	10.9%
01050200 545503 COMMUNICATIONS-PUB	500	0	500	.00	.00	500.00	.0%
01050200 556602 PROFESSIONAL DEV-A	980	0	980	686.00	.00	294.00	70.0%
01050200 567703 TRANSPORTATION-TRA	1,000	0	1,000	655.92	.00	344.08	65.6%
01050200 578801 MNTNCE/REPAIR SERV	2,413	0	2,413	1,145.83	.00	1,267.17	47.5%
01050200 590011 UTILITIES-HEAT	2,744	0	2,744	1,928.50	.00	815.50	70.3%
01050200 590012 UTILITIES-ELECTRICI	1,873	0	1,873	1,696.33	.00	176.67	90.6%
01050200 590013 UTILITIES-WATER	225	0	225	151.94	.00	73.06	67.5%
01050200 590014 UTILITIES-TELEPHON	1,448	0	1,448	1,751.60	.00	-303.60	121.0%*
TOTAL MARY SHERLACH COUNSELING CTR	226,570	0	226,570	191,894.82	.00	34,675.18	84.7%
01050400 YOUTH COMMISSION							
01050400 501102 SALARIES-PT/PERMAN	49,350	0	49,350	32,668.86	.00	16,681.14	66.2%
01050400 522205 PROGRAM EXPENSES	6,000	0	6,000	5,667.05	.00	332.95	94.5%
01050400 534402 PROGRAM SUPPLIES	1,500	0	1,500	50.28	.00	1,449.72	3.4%
01050400 545503 COMMUNICATIONS-PUB	1,000	0	1,000	500.00	.00	500.00	50.0%
01050400 567703 TRANSPORTATION-TRA	400	0	400	143.66	.00	256.34	35.9%
TOTAL YOUTH COMMISSION	58,250	0	58,250	39,029.85	.00	19,220.15	67.0%
01050600 SENIOR CITIZENS' SERVICES							
01050600 501101 SALARIES-FT/PERMAN	35,959	0	35,959	27,208.00	.00	8,751.00	75.7%



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01050600 501102 SALARIES-PT/PERMAN	89,935	0	89,935	67,211.84	.00	22,723.16	74.7%
01050600 501105 SALARIES-OVERTIME	1,008	0	1,008	-217.34	.00	1,225.34	21.6%
01050600 501106 SALARIES-LONGEVITY	250	0	250	250.00	.00	.00	100.0%
01050600 522201 SERVICES & FEES-CL	600	0	600	420.00	.00	180.00	70.0%
01050600 522205 PROGRAM EXPENSES	47,350	-400	46,950	36,764.41	250.00	9,935.59	78.8%
01050600 534401 MATERIALS & SUPPLI	2,178	0	2,178	1,133.47	.00	1,044.53	52.0%
01050600 534403 MATERIALS & SUPPLI	2,200	0	2,200	.00	.00	2,200.00	.0%
01050600 545501 COMMUNICATIONS-LEG	0	400	400	155.00	.00	245.00	38.8%
01050600 567703 TRANSPORTATION-TRA	300	0	300	.00	.00	300.00	.0%
01050600 578801 MNTNCE/REPAIR SERV	11,065	0	11,065	4,162.30	839.41	6,063.29	45.2%
01050600 578802 MNTNCE/REP-EQUIPME	4,000	0	4,000	.00	.00	4,000.00	.0%
01050600 578804 MNTNCE/REP-REFUSE	1,368	0	1,368	1,244.45	114.04	9.51	99.3%
01050600 581888 CAPITAL OUTLAY	12,437	0	12,437	2,665.72	.00	9,771.28	21.4%
01050600 590011 UTILITIES-HEAT	8,588	0	8,588	6,873.69	.00	1,714.31	80.0%
01050600 590012 UTILITIES-ELECTRIC	17,195	0	17,195	16,926.53	.00	268.47	98.4%
01050600 590013 UTILITIES-WATER	1,737	0	1,737	1,179.20	.00	557.80	67.9%
01050600 590014 UTILITIES-TELEPHON	3,627	0	3,627	2,904.44	.00	722.56	80.1%
TOTAL SENIOR CITIZENS' SERVICES	239,797	0	239,797	168,881.71	1,203.45	69,711.84	70.9%
TOTAL SOCIAL SERVICES	641,583	0	641,583	491,209.85	1,237.45	149,135.70	76.8%
06 EDUCATION							
01060000 EDUCATION							
01060000 511152 FRINGE BENEFITS-WO	0	0	0	76,489.13	.00	-76,489.13	100.0%*
01060000 522204 SERVICES & FEES-CO	165,000	0	165,000	119,084.71	.00	45,915.29	72.2%
01060000 522205 BOE - PROGRAM EXPE	94,993,531	0	94,993,531	76,395,518.48	.00	18,598,012.52	80.4%
01060000 567703 TRANSPORTATION-TRA	908,000	0	908,000	851,432.35	.00	56,567.65	93.8%
01060000 589901 RENTALS-ANNUAL REN	220,000	0	220,000	207,731.47	.00	12,268.53	94.4%
01060000 595888 INTEREST ON G/OBLI	2,185,929	0	2,185,929	2,124,554.64	.00	61,374.36	97.2%
01060000 596888 INTEREST ON SHORT	32,098	0	32,098	.00	.00	32,098.00	.0%
01060000 597888 PRINCIPAL-G/OBLIG	5,396,500	0	5,396,500	4,663,500.00	.00	733,000.00	86.4%
TOTAL EDUCATION	103,901,058	0	103,901,058	84,438,310.78	.00	19,462,747.22	81.3%
01060200 SCHOOL NURSES							
01060200 501101 SALARIES-FT/PERMAN	757,547	0	757,547	618,165.28	.00	139,381.72	81.6%



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01060200 501102 SALARIES-PT/PERMAN	38,695	0	38,695	26,429.29	.00	12,265.71	68.3%
01060200 501104 SALARIES-VACATION,	11,000	0	11,000	5,238.75	.00	5,761.25	47.6%
01060200 501106 SALARIES-LONGEVITY	1,275	0	1,275	1,275.00	.00	.00	100.0%
01060200 534401 MATERIALS & SUPPLI	750	0	750	552.85	.00	197.15	73.7%
01060200 534402 PROGRAM SUPPLIES	2,058	0	2,058	1,457.70	86.91	513.39	75.1%
01060200 545503 COMMUNICATIONS-PUB	50	0	50	50.00	.00	.00	100.0%
01060200 545504 COMMUNICATIONS-POS	120	0	120	120.00	.00	.00	100.0%
01060200 556601 PROFESSIONAL DEV-S	3,289	0	3,289	3,401.39	.00	-112.39	103.4%*
01060200 556602 PROFESSIONAL DEV-A	2,032	0	2,032	2,032.00	.00	.00	100.0%
01060200 567703 TRANSPORTATION-TRA	1,500	0	1,500	1,036.11	.00	463.89	69.1%
01060200 578801 MNTNCE/REPAIR SERV	1,397	0	1,397	962.66	326.70	107.64	92.3%
01060200 581888 CAPITAL OUTLAY	23,000	0	23,000	7,390.01	.00	15,609.99	32.1%
TOTAL SCHOOL NURSES	842,713	0	842,713	668,111.04	413.61	174,188.35	79.3%
01060600 TRUMBULL COMM TV / BUS ED INIT							
01060600 522202 SERVICES & FEES-PR	25,000	0	25,000	14,151.36	.00	10,848.64	56.6%
01060600 522204 SERVICES & FEES-CO	4,500	0	4,500	2,000.00	.00	2,500.00	44.4%
01060600 522205 PROGRAM EXPENSES	45,000	0	45,000	32,085.93	.00	12,914.07	71.3%
01060600 534401 MATERIALS & SUPPLI	500	0	500	6.91	.00	493.09	1.4%
01060600 534402 PROGRAM SUPPLIES	400	0	400	400.00	.00	.00	100.0%
01060600 545502 COMMUNICATIONS-PUB	400	0	400	207.99	.00	192.01	52.0%
01060600 567703 TRANSPORTATION-TRA	300	0	300	286.67	.00	13.33	95.6%
01060600 590011 UTILITIES-HEAT	2,288	0	2,288	2,415.90	.00	-127.90	105.6%*
01060600 590012 UTILITIES-ELECTRIC	2,675	0	2,675	2,207.98	.00	467.02	82.5%
01060600 590014 UTILITIES-TELEPHON	336	0	336	264.89	.00	71.11	78.8%
TOTAL TRUMBULL COMM TV / BUS ED INIT	81,399	0	81,399	54,027.63	.00	27,371.37	66.4%
TOTAL EDUCATION	104,825,170	0	104,825,170	85,160,449.45	413.61	19,664,306.94	81.2%
07 LIBRARIES							
01070000 LIBRARIES							
01070000 501101 SALARIES-FT/PERMAN	850,339	0	850,339	715,246.62	.00	135,092.38	84.1%
01070000 501102 SALARIES-PT/PERMAN	324,619	0	324,619	238,438.63	.00	86,180.37	73.5%
01070000 501105 SALARIES-OVERTIME	21,935	0	21,935	19,627.17	.00	2,307.83	89.5%





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01070000 501106 SALARIES-LONGEVITY	1,675	0	1,675	1,675.00	.00	.00	100.0%
01070000 522201 SERVICES & FEES-CL	720	0	720	480.00	.00	240.00	66.7%
01070000 522205 PROGRAM EXPENSES	11,600	0	11,600	11,014.87	143.07	442.06	96.2%
01070000 534401 MATERIALS & SUPPLI	24,000	-2,394	21,606	12,218.53	2,288.13	7,099.34	67.1%
01070000 534402 PROGRAM SUPPLIES	174,400	0	174,400	166,347.83	4,604.76	3,447.41	98.0%
01070000 545504 COMMUNICATIONS-POS	250	0	250	111.10	.00	138.90	44.4%
01070000 578801 MNTNCE/REPAIR SERV	6,126	0	6,126	3,289.04	1,250.94	1,586.02	74.1%
01070000 578802 MNTNCE/REP-EQUIPME	28,628	0	28,628	26,925.00	.00	1,703.00	94.1%
01070000 578803 MNTNCE/REP-PROGRAM	4,000	0	4,000	1,014.77	411.13	2,574.10	35.6%
01070000 578804 MNTNCE/REP-REFUSE	2,479	0	2,479	2,254.35	206.58	18.07	99.3%
01070000 581888 CAPITAL OUTLAY	21,835	0	21,835	15,106.10	3,000.00	3,728.90	82.9%
01070000 589901 RENTALS-ANNUAL REN	29,076	2,394	31,470	15,148.98	13,216.41	3,104.61	90.1%
01070000 590011 UTILITIES-HEAT	17,073	0	17,073	12,707.90	.00	4,365.10	74.4%
01070000 590012 UTILITIES-ELECTRIC	66,276	0	66,276	68,413.97	.00	-2,137.97	103.2%*
01070000 590013 UTILITIES-WATER	2,210	0	2,210	1,373.60	.00	836.40	62.2%
01070000 590014 UTILITIES-TELEPHON	7,645	0	7,645	6,359.15	.00	1,285.85	83.2%
TOTAL LIBRARIES	1,594,886	0	1,594,886	1,317,752.61	25,121.02	252,012.37	84.2%
TOTAL LIBRARIES	1,594,886	0	1,594,886	1,317,752.61	25,121.02	252,012.37	84.2%
08 RECREATION AND PARKS							
01080000 PUBLIC EVENTS							
01080000 522205 PROGRAM EXPENSES	20,000	0	20,000	14,456.90	1,915.06	3,628.04	81.9%
TOTAL PUBLIC EVENTS	20,000	0	20,000	14,456.90	1,915.06	3,628.04	81.9%
01080300 TRUMBULL DAY COMMISSION							
01080300 522201 SERVICES & FEES-CL	360	0	360	.00	.00	360.00	.0%
TOTAL TRUMBULL DAY COMMISSION	360	0	360	.00	.00	360.00	.0%
01080400 RECREATION							
01080400 501101 SALARIES-FT/PERMAN	184,895	0	184,895	132,382.14	.00	52,512.86	71.6%



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01080400 501102 SALARIES-PT/PERMAN	17,633	0	17,633	17,693.86	.00	-60.86	100.3%*
01080400 501103 SALARIES-SEASONAL/	0	0	0	157.98	.00	-157.98	100.0%*
01080400 501105 SALARIES-OVERTIME	1,200	0	1,200	2,661.39	.00	-1,461.39	221.8%*
01080400 501106 SALARIES-LONGEVITY	925	0	925	925.00	.00	.00	100.0%
01080400 522205 PROGRAM EXPENSES	277,500	0	277,500	310,835.25	.00	-33,335.25	112.0%*
01080400 534402 PROGRAM SUPPLIES	11,200	0	11,200	6,063.97	.00	5,136.03	54.1%
01080400 556601 PROFESSIONAL DEV-S	400	0	400	.00	.00	400.00	.0%
01080400 556602 PROFESSIONAL DEV-A	400	0	400	264.00	.00	136.00	66.0%
01080400 567703 TRANSPORTATION-TRA	2,240	0	2,240	1,844.64	.00	395.36	82.4%
01080400 578801 MNTNCE/REPAIR SERV	1,285	0	1,285	254.56	.00	1,030.44	19.8%
01080400 578804 MNTNCE/REP-REFUSE	684	0	684	622.24	57.02	4.74	99.3%
01080400 589901 RENTALS-ANNUAL REN	2,820	0	2,820	1,914.05	835.45	70.50	97.5%
<b>TOTAL RECREATION</b>	<b>501,182</b>	<b>0</b>	<b>501,182</b>	<b>475,619.08</b>	<b>892.47</b>	<b>24,670.45</b>	<b>95.1%</b>
<b>01080600 PARKS</b>							
01080600 501101 SALARIES-FT/PERMAN	951,162	0	951,162	797,813.47	.00	153,348.53	83.9%
01080600 501103 SALARIES-SEASONAL/	102,570	0	102,570	83,297.11	.00	19,272.89	81.2%
01080600 501105 SALARIES-OVERTIME	30,000	0	30,000	41,202.79	.00	-11,202.79	137.3%*
01080600 501106 SALARIES-LONGEVITY	2,000	0	2,000	2,000.00	.00	.00	100.0%
01080600 501120 AED ANNUAL STIPEND	1,200	0	1,200	800.00	.00	400.00	66.7%
01080600 501888 UNIFORM ALLOWANCE	12,250	0	12,250	7,074.53	877.95	4,297.52	64.9%
01080600 522201 SERVICES & FEES-CL	4,275	0	4,275	3,562.50	.00	712.50	83.3%
01080600 522203 SERVICES & FEES-AN	209,400	0	209,400	149,600.00	59,800.00	.00	100.0%
01080600 534401 MATERIALS & SUPPLI	750	0	750	740.76	.00	9.24	98.8%
01080600 534402 PROGRAM SUPPLIES	69,000	0	69,000	38,045.08	23,435.12	7,519.80	89.1%
01080600 534403 MATERIALS & SUPPLI	6,000	0	6,000	6,379.91	.00	-379.91	106.3%*
01080600 545503 COMMUNICATIONS-PUB	5,500	0	5,500	1,670.00	1,830.00	2,000.00	63.6%
01080600 556601 PROFESSIONAL DEV-S	750	0	750	415.00	.00	335.00	55.3%
01080600 578801 MNTNCE/REPAIR SERV	18,000	0	18,000	.00	11,000.00	7,000.00	61.1%
01080600 578802 MNTNCE/REP-EQUIPME	22,000	0	22,000	15,256.97	5,006.91	1,736.12	92.1%
01080600 578803 MNTNCE/REP-PROGRAM	51,300	0	51,300	17,276.51	9,413.24	24,610.25	52.0%
01080600 578804 MNTNCE/REP-REFUSE	426	0	426	387.52	35.51	2.97	99.3%
01080600 581888 CAPITAL OUTLAY	64,933	0	64,933	15,971.64	.00	48,961.36	24.6%
01080600 589901 RENTALS-ANNUAL REN	19,720	0	19,720	.00	.00	19,720.00	.0%
01080600 589902 RENTALS-OCCASIONAL	7,000	0	7,000	1,296.71	3,000.00	2,703.29	61.4%
01080600 590011 UTILITIES-HEAT	7,723	0	7,723	11,572.83	.00	-3,849.83	149.8%*
01080600 590012 UTILITIES-ELECTRIC	98,575	0	98,575	83,110.62	.00	15,464.38	84.3%
01080600 590013 UTILITIES-WATER	75,731	0	75,731	63,975.34	.00	11,755.66	84.5%
01080600 590014 UTILITIES-TELEPHON	16,109	0	16,109	14,438.97	.00	1,670.03	89.6%
<b>TOTAL PARKS</b>	<b>1,776,374</b>	<b>0</b>	<b>1,776,374</b>	<b>1,355,888.26</b>	<b>114,398.73</b>	<b>306,087.01</b>	<b>82.8%</b>



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TOWN OF TRUMBULL  
YEAR-TO-DATE BUDGET REPORT

P 22  
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FOR 2015 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<u>01080800 TREE WARDEN</u>							
01080800 501101 SALARIES-FT/PERMAN	22,140	0	22,140	18,627.91	.00	3,512.09	84.1%
01080800 522205 PROGRAM EXPENSES	80,000	0	80,000	64,061.50	.00	15,938.50	80.1%
01080800 578806 EMERGENCY SERVICES	24,150	0	24,150	23,212.50	.00	937.50	96.1%
TOTAL TREE WARDEN	126,290	0	126,290	105,901.91	.00	20,388.09	83.9%
<u>01080900 ARTS COMMISSION</u>							
01080900 501102 SALARIES-PT/PERMAN	19,858	0	19,858	17,125.89	.00	2,732.11	86.2%
01080900 522205 PROGRAM EXPENSES	6,000	0	6,000	6,000.00	.00	.00	100.0%
01080900 534401 MATERIALS & SUPPLI	420	0	420	49.85	.00	370.15	11.9%
01080900 545503 COMMUNICATIONS-PUB	3,000	0	3,000	2,514.04	.00	485.96	83.8%
01080900 567703 TRANSPORTATION-TRA	100	0	100	.00	.00	100.00	.0%
TOTAL ARTS COMMISSION	29,378	0	29,378	25,689.78	.00	3,688.22	87.4%
TOTAL RECREATION AND PARKS	2,453,584	0	2,453,584	1,977,555.93	117,206.26	358,821.81	85.4%
<u>09 DEBT SERVICE</u>							
<u>01090000 DEBT SERVICE</u>							
01090000 595888 INTEREST ON G/OBLI	1,750,034	0	1,750,034	1,677,550.99	.00	72,483.01	95.9%
01090000 596888 INTEREST ON SHORT	86,584	0	86,584	-207,399.74	.00	293,983.74	239.5%
01090000 597888 PRINCIPAL-G/OBLIG	3,789,905	0	3,789,905	3,676,542.89	.00	113,362.11	97.0%
TOTAL DEBT SERVICE	5,626,523	0	5,626,523	5,146,694.14	.00	479,828.86	91.5%
TOTAL DEBT SERVICE	5,626,523	0	5,626,523	5,146,694.14	.00	479,828.86	91.5%
TOTAL GENERAL FUND	156,787,466	169,300	156,956,766	128,832,081.73	555,983.65	27,568,700.62	82.4%
TOTAL EXPENSES	156,787,466	169,300	156,956,766	128,832,081.73	555,983.65	27,568,700.62	
GRAND TOTAL	156,787,466	169,300	156,956,766	128,832,081.73	555,983.65	27,568,700.62	82.4%

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



**SUBJECT TO MODIFICATION AND APPROVAL  
BOARD OF FINANCE**

**MINUTES**

**MARCH 3, 2015**

**VOTING SESSION ON FIRST SELECTMAN'S PROPOSED BUDGET FOR 2015–2016**

Chairman Elaine Hammers called the Board of Finance meeting to order at 6:05 p.m. at the Town Hall, Trumbull, Connecticut. All those present joined in the Pledge of Allegiance.

The Chair indicated that if there is no change in a department we will accept it and move on and when we vote the total, we will assume that we have accepted what we have not changed. She indicated that Mrs. Pires would be keeping track of the running totals.

In addition, the Chair indicated that Mr. Haberlin would be voting for Mr. Lavoie and Mr. DeGennaro would be voting for Mr. Palo until these members arrive.

Mr. Kelly went on record as having requested the meeting be postponed until tomorrow evening due to inclement weather.

Members present and absent were as follows:

**PRESENT**

Chairman, Elaine Hammers  
Paul Lavoie (arrived at 6:50 pm)  
Bill Haberlin, Alternate  
Roy E. Molgard  
Karen Egri, Alternate  
Tom Kelly  
Vincent DeGennaro, Alternate

**ABSENT**

Andrew Palo

**ALSO PRESENT**

Maria Pires, Director of Finance; Dawn Savo, Assistant Director of Finance; First Selectman Herbst (arrived at 6:50 pm); Lynn Arnow, Chief of Staff

**01 GENERAL GOVERNMENT**

**01010000 Town Council**

\$89,471

**01010100 The Trumbull Nature Commission**

\$5,428

Mrs. McHugh moved, seconded by Mr. DeGennaro, to decrease account 522201 by \$540.

Vote: 6-0-0 motion carries

Mrs. McHugh indicated that meetings were going to be held quarterly, not monthly, as budgeted.

Mrs. McHugh moved, seconded by Mr. DeGennaro, to accept the new total \$5,428.

Vote: 6-0-0 motion carries

**01010200 Ethics Commission**

\$120

**01010400 First Selectman**

\$303,435

Mr. Kelly asked if the discussion on salaries previously held would be continued at this time, regarding increases. The Chair suggested that the salaries of the elected officials be approved based upon the recommendations made and 7 months of increases be applied from the contingency account. For the appointed individuals, we will need to review and discuss. We can then change them later, since there are funds in the contingency account.

Ms. McHugh indicated that she would like to have a discussion regarding the suggestions made to the Board by Mr. Haselkamp regarding proposed salaries. The Chair indicated that she wanted to discuss the salaries of the 3 elected officials today and the rest of the appointed individuals at a later time.

Mr. Haberlin moved, seconded by Mr. Molgard, to increase account 501101 by \$6,250.

Mr. Kelly indicated he was not prepared to vote to increase salaries by this amount without a full discussion. At this time, he is prepared to vote for a 2.5% increase that is the benchmark increase for the other employees, and after the discussion this can be changed, since the funds are in a contingency. The Chair indicated that 2.5% would represent 1 year and 2 years have passed without a raise. In addition, the 2.5% raise would have to go 2 years forward, so you feel 2.5% for 4 years is sufficient. He indicated that he recommends 2.5% effective upon election and then increase it an additional 2.5% the following year. The Chair indicated that you cannot increase the pay of an elected official during their term. You can only do this every 2 years, and we did not grant one last year. Mr. Kelly then suggested 3.75% as a total. The Chair indicated that you would need 7 months plus 12 months, for a total \$4,120. Mr. Molgard indicated that the First Selectman's salary has always been \$1 more than the highest paid position and he agrees with the \$6,250. The Chair indicated they would have to come to a final number by December 1, 2015 and we can look at the number now as being a placeholder.

Vote: 3-3-0 motion fails (opposed: Kelly, McHugh, DeGennaro)

Mr. Kelly moved, seconded by Mrs. McHugh, to increase account 501101 by \$4,120.

Vote: 4-2-0 motion carries (opposed: Molgard, Haberlin)

Mrs. McHugh moved, seconded by Mr. Kelly, to decrease account 567704 by \$1,000. .

Ms. McHugh feels that increasing the expense account from \$3,500 to \$5,000 is excessive. The Chair indicated that the First Selectman cut his expenses in half when he took office and is now realizing that this is now costing him. Mr. Kelly indicated that he does not believe that he cut it in the first year; he thinks it was cut.

Vote: 3-3-0 motion fails (opposed: Hammers, Molgard, Haberlin)

Mrs. McHugh moved, seconded by Mr. Kelly, to decrease account 522202 by \$20,000.

Mrs. McHugh indicated that this position was funded last year, and was supposed to be done by the Chief of Staff when Mr. Haselkamp was hired. Mrs. Arnow indicated they are still trying to fill the position.

Vote: 2-4-0 motion fails (opposed: Hammers, DeGennaro, Haberlin, Molgard)

Mr. Kelly moved, seconded by Mrs. McHugh, to decrease account 501101 by \$1,635.

Mr. Kelly indicated the reduction would bring it in line with the 2.5% increase.

Vote: 4-2-0 motion carries (opposed: Haberlin, Molgard)

The Chair moved to accept the new total \$303,435.

Vote: 4-2-0 motion carries (opposed: McHugh, Kelly)

**01010600 Probate**

\$11,125

**01010800 Elections**

\$134,888

Mrs. McHugh moved, seconded by Mr. Haberlin to increase account number 522205 by \$500.

Mrs. McHugh indicated this would be for the dedicated phone line.

Vote: 6-0-0 motion carries

The Chair moved to accept the new total \$134,888.

Vote: 6-0-0 motion carries

**01012000 Tax Collector**

\$394,781

**01012400 Treasurer**

\$23,159

Mr. Haberlin moved, seconded by Mr. Molgard, to increase account number 501101 by \$3,776.

Mr. Haberlin indicated this would be for a 7 month period.

Mr. Haberlin withdrew his motion and Molgard withdrew his second.

Mr. Haberlin moved, seconded by Mr. DeGennaro, to increase account number 501101 by \$882.

Vote: 6-0-0 motion carries

The Chair moved to accept the new total \$23,159.

Vote: 6-0-0 motion carries

**01011600 Tax Assessor**

\$514,458

**01011800 Board of Assessment Appeals**

\$3,350

**01011000 Finance Department**

\$542,161

**01011400 Board of Finance**

\$77,727

**01011600 Tax Assessor**

\$514,458

**01011800 Board of Assessment Appeals**

\$3,350

**01012200 Purchasing**  
\$82,474

**01012600 Technology**  
\$641,505

**01012800 Town Attorneys**  
\$319,020

**01013000 Human Resources**  
\$273,752

Mrs. McHugh moved, seconded by Mr. Kelly, to decrease account number 501101 by \$50,000.

Mrs. McHugh indicated that they do not feel there is a need for an administrative assistant. They were told last year when they added the Director position they do not need an administrative assistant.

Vote: 3-3-0 motion fails (opposed: Molgard, Haberlin, Hammers)

Mr. Haberlin moved, seconded by Mr. Molgard, to decrease account number 501101 by \$4,000.

Mr. Haberlin feels that \$46,000 is more appropriate a salary. Mr. Kelly reminded the Board that at the time Mr. Haselkamp was hired, it was noted that no assistant would be needed. Mrs. McHugh asked why \$46,000 and it was indicated it is in keeping with similar positions in the Town.

Vote: 4-2-0 motion carries (opposed: McHugh, Kelly)

The Chair moved to accept the new total \$273,752.

Vote: 4-2-0 motion carries (opposed: McHugh, Kelly)

**01013400 Employee Benefits**  
\$15,469,969

Mrs. McHugh moved, seconded by Mr. Kelly, to increase account number 522107 by \$250,000.

Mrs. McHugh indicated the Pension Funding is a big issue and because the ARC has gone down perhaps we want to take this opportunity to fund it more towards our fund ratio. The Chair indicated that the actuaries indicated that we only need to fund the ARC, and since their advice is very sound, so we are finally funding to the ARC.

Vote: 2-4-0 motion fails (opposed: Hammers, Haberlin, Molgard, DeGennaro)

The First Selectman entered and noted he was not here during the time when his department was being discussed; however, he was here to answer any questions that might arise. .

Mr. Lavoie moved, seconded by Mr. Molgard, to increase account number 511150 by \$2,375.

The Chair moved to accept the new total \$15,469,969

Vote: 6-0-0 motion carries

**01013600 Town Clerk**  
\$277,377

Mr. Kelly moved, seconded by Mrs. McHugh, to increase account number 501101 by \$3,991.

Vote: 4-0-2 motion carries (abstained: Lavoie, Molgard)

The Chair moved to accept the new total \$\$277,377.

Vote: 4-0-2 motion carries (abstained: Lavoie, Molgard)

The Chair indicated there would be a 5 minute recess at 7:00 p.m. The Chair reconvened the meeting at 8:05 p.m.

**01013800 Town Hall**

\$1,801,889

Mr. Lavoie moved, seconded by Mr. Molgard, to decrease account number 501116 by \$8,993.

Mr. Lavoie indicated this number represents the increase to the First Selectman, Treasurer, and Town Clerk salaries.

Vote: 6-0-0 motion carries.

The Chair moved to accept the new total \$1,801,889.

**01014200 Planning & Zoning**

\$319,268

Mr. Lavoie moved, seconded by Mr. Molgard, to decrease account number 501101 by \$23,136.

Mr. Lavoie indicated that one- half administrative assistant and move it to the Recreation Department for the reorganization in Recreation. Planning and Zoning have been sharing their administrative assistant with Human Resources.

Vote: 6-0-0 motion carries

The Chair moved to accept the new total \$319,268.

Vote: 6-0-0 motion carries

**01014600 Economic Development**

\$122,600

**01014800 Inland Wetlands Commission**

\$17,425

**01015400 Conservation Commission**

\$1,375

**01015600 Clean Energy Fund**

\$1,600

**01015800 Transit District**

\$44,084

**01 General Government Total: \$21,472,441**

The Chair moved to accept the new General Government total \$21,472,441, a decrease of \$26,436.

Vote: 5-1-0 motion carries (opposed: Kelly)

## **02 PUBLIC SAFETY**

### **01022000 Police**

\$8,569,691

Mrs. McHugh moved, seconded by Mr. Kelly, to increase account number 501105 by \$100,000.

Mrs. McHugh indicated that since this is his first year, she would like to give him what he feels that he needs. Mr. Kelly indicated that we have consistently underfunded this account and we should give the Chief what he needs. The First Selectman indicated that both he and the Chief recognize that the contract drives the overtime account. He went on to add that many of the issues will be resolved and if we run into a problem we can adjust accordingly. Mr. Kelly indicated that it would be better to support the Chief by adding the additional funds and if the funds are used we would have a surplus. Mr. Lavoie indicated that having a surplus is overtaxing our residents. In addition, if we are adding more positions, we are funding the full time salary account we shouldn't have to fund additional overtime, since we are investing in the full time salaries.

Vote: 2-4 motion fails (opposed: Lavoie, Hammers, DeGennaro, Molgard)

Mrs. McHugh moved, seconded by Mr. DeGennaro, to increase account number 581888 by \$10,000.

Mrs. McHugh indicated that one more vehicle should be added to the fleet of police cars. Mrs. Pires indicated it would be a \$50,000 for 10 years and the cost would include the outfitting.

Vote: 4-2-0 motion carries (opposed: Lavoie, Molgard)

The Chair moved to accept the new total \$8,569,691.

Vote: 6-0-0 motion carries

### **01022400 Animal Control**

\$114,802

Mrs. McHugh moved, seconded by Mr. DeGennaro, to increase account number 501888 by \$600.

Mrs. McHugh indicated the Animal Control officer inadvertently dropped the \$600 when submitting her budget.

Vote: 6-0-0 motion carries

The Chair moved to accept the new total \$114,802

Vote: 6-0-0 motion carries

### **01022600 EMS**

\$1,296,723

### **01022800 Fire Marshal**

\$307,427

Mr. Lavoie moved, seconded by Mr. Molgard, to increase account number 581888 by \$400.

Mr. Lavoie indicated we need to equip a new vehicle.

Vote: 6-0-0 motion carries

The Chair moved to accept the new total \$307,427

Vote: 6-0-0 motion carries

Mr. Kelly left the room at 7:25 p.m.

**01022824 Fire Hydrants**

\$1,360,901

**01023200 Building Official**

\$364,626

**01023400 Emergency Management**

\$57,931

**02 Public Safety Total: \$12,102,101**

The Chair moved to accept the new Public Safety Total of \$12,102,101, an increase of \$11,000.

Vote: 5-0-0 motion carries

Mr. Kelly returned at 7:30 pm.

**03 PUBLIC WORKS**

**01030000 Public Works Director**

\$184,050

**01030025 Street Lights**

\$400,800

**01030100 Public Works Highway**

\$2,597,588

Mr. Lavoie moved, seconded by Mr. Molgard, to increase account number 590014 by \$14,500.

Mr. Lavoie indicated this amount would be used for purchasing the GPS modems to be used in the public works equipment.

Vote: 6-0-0 motion carries

Discussion followed regarding the leaf pick-up program and what it costs to run and what would we save if we discontinued the service or went to having leaves bagged and then picked up by the Town. To eliminate the program completely could possibly involve human resource issues; however, how do you take away a service without asking the residents? Once the analysis of costs and savings is final, the question can be put to the residents on a ballot.

The Chair moved to accept the new total \$2,597,588.

Vote: 6-0-0 motion carries

**01030100 Snow Removal**

\$519,950

**01030105 Highway-Construction**

\$98,392

Mrs. McHugh moved, seconded by Mr. DeGennaro, to increase account number 522205 by \$39,000.

Mrs. McHugh indicated that Seeley Road is in terrible condition and reinstating these funds would allow for this road to be repaired.

Vote: 2-4-0 motion fails (opposed: Hammers, Lavoie, Molgard, DeGennaro)

Mrs. McHugh moved, seconded by Mr. DeGennaro, to reduce account number 501103 by \$4,800.

Mrs. McHugh would like to reinstate

Vote: 3-3-0 motion fails (Hammers, Molgard, Lavoie)

**01030200 Public Works – Building Maintenance**

\$937,838

**01030300 Fleet Maintenance**

\$1,188,255

Mr. Lavoie moved, seconded by Mr. Molgard, to increase account number 501888 by \$3,000.

Mr. Lavoie indicated he would like to give this department a budget to work with for small items that may not fall under the new two year budgeting that the First Selectman requested.

Vote: 6-0-0 motion carries

The Chair moved to accept the new total \$1,188,255.

**01030400 Recycling Center**

\$2,112,142

**01030500 Town Engineer**

\$606,925

**03 Public Works Total: \$8,645,940**

The Chair moved to accept the new Public Works total \$8,645,940, an increase of \$217,500.

Vote: 6-0-0 motion carries

**04 PUBLIC HEALTH**

**01040000 Health District**

\$300,491

Mrs. McHugh indicated that by Charter "If the appointee is other than a licensed physician, the department of health must employ a licensed physician to perform those duties requiring a Medical Doctor (M.D.) license." She went on to add that if do we need a Medical Director, the position isn't in the organization chart, and that being said, did we include the \$2,500 stipend funds in the budget?

Mrs. McHugh moved, seconded by Mr. DeGennaro, to increase account number 522205 by \$2,500.

Vote: 6-0-0 motion carries

The Chair moved to accept the new total \$300,491.

Vote: 5-1-0 motion carries (opposed: Kelly)

**01040200 Vital Statistics**

\$1,100

**01040400 Nursing--Seniors**

\$34,838

**04 Public Health Total: \$336.429**

The Chair moved to accept the new Public Health total \$336,429, an increase of \$2,500.

Vote: 5-1-0 motion carries (opposed: Kelly)

**05 SOCIAL SERVICES**

**01050000 Social Services**

\$124,608

**01050200 Mary Sherlach Counseling Center**

\$272,704

**01050400 Youth Commission**

\$ -0-

Mrs. McHugh moved, seconded by Mr. DeGennaro, to increase account numbers 501102 \$50,000; 522205 \$8,500; 5234402 \$1,500; 545503 \$1,000; 567703 \$400, a total increase of \$61,984.

Mr. Lavoie indicated that he was in support of reinstating the Youth Commission, although he recommended that it stay under the Recreation Department leaving the funds in one line item as Program Expenses, since now there are contractors involved. In addition, he feels that TYA will get more support once they are under the supervision of the Recreation Department. Mrs. McHugh expressed concern that we will no longer have a Youth Commission once it is brought under the Recreation Department.

The Chair indicated that by putting it as a line item under Program Expenses, the moderators would be contractors, thus enabling them to bid on providing their own services with the costumes. If they remained employees, they would not be able to bid on doing the costumes.

Once again, the Chair indicated that you cannot be a Town employee and also use your own company to provide a service.

The First Selectman suggested that this could be a line item, with a monthly retainer for the moderators, which would need to be approved by the Town Council.

Mr. DeGennaro suggested that we put the funds into salary expense and then move it into program expense once we have had the chance to ask them what they want.

Mr. Kelly indicated that these moderators could lose their jobs if someone were to come in and underbid their services. He feels they should remain employees. In addition, they will now have to pay their own taxes and would not qualify for certain benefits, such as unemployment.

The First Selectman noted that if they are put in the budget as salaried employees, and at some point if they decided to bid and we transfer them to contractual services, we could wind up with an ethics violation.

The Chair called a recess at 8:35 p.m.; the meeting reconvened at 8:45.

Mrs. McHugh withdrew the motion and Mr. DeGennaro withdrew the second.

**01050600 Senior Citizen's Services**

\$243,011

Mr. Lavoie moved, seconded by Mr. Molgard, to increase account number 501102 by \$8,700.

Mr. Lavoie indicated this would allow for additional transportation services.

Vote: 6-0-0 motion carries

Mr. Lavoie moved, seconded by Mr. Molgard, to decrease account number 501105 by \$1,008.

Mr. Lavoie stated that the Senior Center Director had indicated that she did not need the overtime funds.

Vote: 6-0-0 motion carries

Mrs. McHugh moved, seconded by Mr. Kelly, to increase account number 522205 by \$6,131.

Mrs. McHugh indicated this would allow the seniors to reinstate programs. The Chair indicated they have funds in a special agency account comprised of dues and income from ads appearing in the newsletter. Our residents pay \$5 per year and they charge the out of town people \$20 per year, but do not charge them for programs, despite the fact that our residents pay taxes to the Town. They currently have \$45,000 in their special agency account; they spent \$7038 last year and \$5182 the previous year.

Mrs. McHugh withdrew her motion and Mr. Kelly withdrew his second.

The Chair moved to accept the new total \$243,011.

Vote: 6-0-0

**05 Social Services Total: \$640,323**

The Chair moved to accept the new Social Services total \$640,323, an increase of \$7,692.

Vote: 6-0-0 motion carries

**06 EDUCATION**

**01060000 Education**

\$106,086,506

Mr. Kelly moved, seconded by Mrs. McHugh, to increase account number 522205 by \$573,000.

Mr. Kelly indicated this would bring it back to the Board of Education request.

Mrs. McHugh indicated the town estimated savings was too high and we need to reimburse the BOE for those funds. Mr. Kelly stated that Dr. Cialfi indicated that the decrease would directly impact the students.

Mr. Lavoie stated that when he asked Dr. Cialfi what impact this budget reduction would have the information was not provided. In addition, he went on to add that every year we fund what we feel they need to maintain our high level of education, and at the end of every year there is always a surplus, which is used without our approval, adding staff, one time purchases, etc. Over funding the budget wouldn't be a problem if the funds came back to the taxpayers, but they don't.

Mr. Kelly indicated that we are in the lowest 50% of 169 school districts per pupil spending. We are below the mid-point in our DIRG and when we look to at measurements of success I am not sure we are moving ahead.

The Chair indicated that each town has different parameters when determining their DIRG. And therefore she does not put any weight on where we stand. She went to on to add that she is extremely proud of our children and they are amazing. She went on to add that she does not think we are denying them anything and no matter what we give the BOE they will do a fantastic job with it.

The First Selectman indicated that when you put a budget together you need to measure what the tax payers can afford, as you balance the Town needs. We make significant investment in our schools through our infrastructure; through our annual capital program and the debt service is reflected on the town side along with the pension contributions, which needed to be funded at the ARC to give us a better credit rating so we can borrow funds at a lower rate so we can replace 50+ year old boilers, etc. You look at per pupil spending you measure results by the end product. Our children are getting into the best schools, being nationally recognized, etc.

Mrs. McHugh indicated that we are eroding somewhere. Expanding programming for the "middle" student isn't happening and the SAT scores are directly proportionate to what we spend per pupil.

Vote: 2-4-0 motion fails (opposed: Hammers, Lavoie, Molgard, DeGennaro)

Mrs. McHugh moved, seconded by Mr. Kelly, to increase account number 522205 by \$420,000.

Mrs. McHugh indicated this is the amount the Town estimated would be saved but the BOE is not sure.

Vote: 2-4-0 motion fails (opposed: Hammers, Lavoie, Molgard, DeGennaro)

Mr. Kelly moved, seconded by Mrs. McHugh, to increase account number 522205 by \$286,500.

Mr. Kelly indicated this represents one-half of the total reduction.

Vote: 2-4-0 motion fails (opposed: Hammers, Lavoie, Molgard, DeGennaro)

**01060200 School Nurses**

\$861,751

**01060400 Non Public Schools**

\$331,862

**01060600 Trumbull Community TV / Business Education Initiative**

\$93,458

Mr. Lavoie moved, seconded by Mr. Molgard to increase account number 567703 by \$2,100.

Mr. Lavoie indicated this would add the funding back to transportation for shadowing.

Vote: 6-0-0 motion carries

Mrs. McHugh moved, seconded by Mr. Kelly, to increase account number 522205 by \$5,000.

Mrs. McHugh indicated that this increase would add an additional to increase programming with students.

Vote: 3-3-0 motion fails (opposed: Molgard, Lavoie, Hammers)

The Chair moved to accept the new total \$93,458.

Vote: 5-1-0 motion carries (opposed: Kelly)

**06 Education Total: \$107,373,576**

The Chair moved to accept the new Education total of \$107,373,576 an increase of \$2,100.

Vote: 4-2-0 motion carries (opposed: Kelly, McHugh)

**07 LIBRARIES**

**01070000 Libraries**

\$1,637,498

Mr. Lavoie moved, seconded by Mr. Molgard, to increase account number 501102 by \$10,000.

Mr. Lavoie indicated the First Selectman reduced this account by \$30,000 for library assistance for shelving books, etc. and we thought we should give her some additional funding.

Vote: 4-2-0 motion carries (opposed: McHugh, Kelly)

Ms. McHugh moved, seconded by Mr. DeGennaro, to increase account number 501102 by \$10,000.

Mrs. McHugh indicated she did not think that \$10,000 was enough, since they handle 500,000 items per year.

Vote: 4-2-0 motion carries (opposed: Lavoie, Molgard)

The Chair moved to accept the new total \$1,637,498.

Vote: 6-0-0 motion carries

**07 Libraries Total: \$1,637,498**

The Chair moved to accept the new Library total \$1,637,498, an increase of \$20,000.

Vote: 6-0-0 motion carries

**08 PARKS AND RECREATION**

**01080000 Public Events**

\$20,000

**01080300 Trumbull Day**

\$7,360

**01080400 Recreation**

\$524,693

Mr. Lavoie moved, seconded by Mr. Molgard, to increase account number 501101 by \$23,136.

Mr. Lavoie indicated that this is for one- half administrative assistant that was moved from Planning and Zoning.

Vote: 6-0-0

Mr. Lavoie moved, seconded by Mr. Molgard, to add account number 522204 Contractual Services and increase it by \$61,984 for TYA. The Chair indicated this would be left in this account until a new Recreation and Parks Director is hired, at which time it can be transferred to different accounts.

Vote: 6-0-0 motion carries

The Chair moved to accept the new Recreation total \$524,693, an increase of \$ 85,120.

Vote: 6-0-0 motion carries

Mr. Lavoie moved, seconded by Mr. Molgard, to extend the meeting past 10:00 pm.

6-0-0 motion carries

**01080600 Parks**

\$1,900,480

Mr. Kelly moved, seconded by Mrs. McHugh, to decrease account number 501101 by \$95,000.

Mr. Kelly indicated that we already have a Superintendent of Parks and a Director of Recreation and I don't think the priorities of the town are well served by adding a superfluous position such as this (Parks and Recreation Director). Mrs. McHugh noted that she asked for job description clarification and she received one for the new position but there didn't seem to be updated job descriptions for the existing positions, so she is concerned that everything has not been vetted yet.

Mr. Lavoie indicated that they were unable to obtain a professional detailed report showing where the money is going, as they requested. He went on to add that he feels that the level of professionalism will increase with this position, as it has with in the past, when we have reorganized and upgraded other areas and it will be a significant benefit to the residents of this town.

Vote: 3-3-0 motion fails (opposed: Hammers, Molgard, Lavoie)

The Chair moved to accept the new Recreation total \$2,599,376, increase of \$ 85,120.

Vote: 3-3-0 motion fails (opposed: DeGennaro, Kelly, McHugh)

Mr. DeGennaro requested a revote.

Vote: 6-0-0 motion carries

**01080800 Tree Warden**

\$146,843

**01080900 Arts Commission**

\$-0-

**08 Parks and Recreation Total: \$2,599,376**

The Chair moved to accept the new Parks and Recreation total \$2,599,376, an increase of \$85,120.

**09 DEBT SERVICE**

**01090000 Debt Service**

\$5,658,814

**09 Debt Service Total: \$5,658,814**

**GENERAL FUND: \$160,446,499**

The Chair moved to accept the new General Fund total \$160,466,499.

Vote: 4-2-0 motion carries (opposed: Kelly, McHugh)

## **ENTERPRISE FUNDS**

### **20100000 W.P.C.A**

\$9,105,220

The Chair moved to accept the WPCA total \$9,105,220.

Vote: 5-1-0 motion carries (opposed: Kelly)

### **21100000 Tashua Knolls Golf**

\$1,950,484

The Chair moved to accept the Tashua Knolls total \$1,950,484.

Vote: 6-0-0 motion carries

### **GRAND TOTAL: \$171,522,203**

The Chair moved to accept the Grand Total \$1,950,484, an increase of \$119,476.

Vote: 4-2-0 motion carries (opposed: Kelly, McHugh)

By unanimous consent the meeting was adjourned at 10:15 pm.

Respectfully submitted

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Phyllis C. Collier - Board of Finance Clerk

**SUBJECT TO MODIFICATION AND APPROVAL  
BOARD OF FINANCE  
Minutes  
April 9, 2015**

**CALL TO ORDER**

Chairman Hammers called the Board of Finance meeting to order at 7:00 p.m. at the Town Hall, Trumbull, Connecticut. All those present joined in the Pledge of Allegiance.

**PUBLIC COMMENT**

There was no public comment.

**ATTENDANCE**

**Present**

Elaine Hammers, Chairman  
Paul Lavoie  
Lainie McHugh  
Andrew Palo  
Thomas Kelly  
Roy Molgard  
Bill Haberlin, Alternate  
Karen Egri, Alternate  
Vincent DeGennaro, Alternate

**Absent**

**Also present:**

Maria Pires, Finance Director; John Ponzio, Treasurer; Lynn Arnow, Chief of Staff; James Haselkamp, Director of Labor Relations; Mark DeVestern, Tax Assessor; Senior Volunteer Tax Relief Committee members: Dee Chiota; Gail Hanna; Victor Pioli; Sylvia Askinazi

**TOWN TREASURER'S REPORT** – John Ponzio

Mr. Ponzio presented his monthly report, as follows:

- \$24,000 interest income for the month; right on forecast.
- Still reflecting reduced market rates; however, reduced borrowing this year means we have less available for investment.
- Increased government securities this month by +/- \$700,000.
- Cash balance is +/- \$45 million. Our next debt payment is due in June.
- This is a slow month for tax collections; nothing out of the ordinary.
- \$512,000 quarterly payment made for the Police Pension and \$110,000 to the Police Medical Fund. In addition, we paid \$540,000 into the Town Pension Plan and of that +/- \$225,000 is available for investment.
- Pension Board met in February and will meet again at the end of April. We eliminated the Inflation Protection investment, since there is no inflation out there and the return is very low. We reinvested the funds in Fixed Income and International and Domestic Equity.
- On-line tax payments went into effect in January and to date we have received 1610 through the web for a total \$996,111 in payments. These results are excellent for a 3 month period. In July, we will be able to analyze the results more thoroughly.

**FISCAL YEAR 2014-2015 TRANSFER**

Mr. Lavoie moved, seconded by Mr. Molgard, to transfer \$9,300 from account number 01013800-511160 Property/Liability and Auto Insurance to account number 01013800-522205 Program Expenses \$9,300 to cover banking fees.

Mr. Ponzio indicated that we have no fees with TD due to our balance; we are limited with Peoples to \$250,000, the maximum insurable amount. To cover our fees we would need more than one \$250,000 CD. We leave as much as we can on a weekly basis to earn credits to mitigate their fees. However, they do charge us fees because we don't maintain the necessary balance. In addition, Peoples and other banks work on a calendar year basis whereas we work on a fiscal year basis and when the budget was put together, we underestimated the fees we would have to pay. Bond Counsel has advised us that we must segregate all the proceeds from our Bond and Ban sales. The IRS has an arbitrage restriction where you cannot earn more on your funds than we pay in debt service. We take the funds out of Peoples and reinvest them in the STIF account. Once the funds are moved from Peoples, we lose the earning credits.

Vote: 6-0-0 motion carries

**FISCAL YEAR 2014-2015 TRANSFER**

Mr. Lavoie moved, seconded by Mr. Molgard, to transfer \$2,400 from account number 01013000-556604 Prof. Dev-Publication to account number 01013000-522204 Service & Fees Contractual \$2,400 for HR Testing software and support.

Mr. Haselkamp indicated that the funds will be used to purchase a testing system that will eliminate the need to give the standard pen and pencil testing. He feels that we should use a better method of testing and he was able to see this system that is being used in the City of Milford. We can use this software for training as well as testing, and we would be able to customize tests for each position. The funds will be coming from an account previously used for background checks.

Vote: 6-0-0 motion carries

**FISCAL YEAR 2014-2015 TRANSFER**

Mr. Lavoie moved, seconded by Mr. Molgard, to transfer \$10,000 from account number 01011000-501101 Salaries-Full Time to account number 01011000-522202 Professional Services 01011000-522202 \$10,000, to hire our current auditor to evaluate the Finance Dept.'s operations to enhance overall efficiencies and improve Internal controls.

Ms. Pires indicated that she has an open position and she feels it is a good time to review all the positions to see if any duties or functions can be moved around. She would like someone to look at the internal control process and analyze the positions to determine if we are using all technology available for maximum efficiency. Ms. Pires indicated she would like to use the same firm that performed the Town audit because they are already familiar with our system.

Vote: 6-0-0 motion carries

**FISCAL YEAR 2014-2015 TRANSFER**

Mr. Lavoie moved, seconded by Mr. Molgard, to transfer \$2,394 from account number 01070000-534401 Office Supplies to account number 01070000-589901 Annual Rentals \$2,394, to properly reflect the account to be charged for the lease of library copiers and upgrade library printers.

Ms. Pires indicated that with our current copier lease at the library, we must pay for all the supplies. We made the decision to go out to bid and we did find one where the supplies are included, with no cap.

Vote: 6-0-0 motion carries

**Senior Volunteer Tax Relief**

Mr. Lavoie moved, seconded by Mr. Molgard, to move the Senior Volunteer Tax Relief discussion item to an Agenda item.

The Council Chairman was not sure if the Board of Finance needed to vote on this item. However, it was noted by the Board of Finance Chairman that in accordance with statute 12-129n, the committee must

submit their report to the Board of Finance prior to the adoption of a Senior Volunteer Tax Relief program. She went on to add that only the Town Council can adopt the legislation and it can be amended without appointing another committee on the recommendation of the Board of Finance.

Vote: 6-0-0 to add the discussion item as an Agenda Item

Ms. Arnow, Chief of Staff, provided an overview of the considerations that the committee needed to address before making their recommendation to the Board:

- Volunteer opportunities within the Town – would there be enough for all interested seniors.
- “Eligibility” criteria for not-for-profit agencies and/or town departments providing volunteer hours.
- Budgetary effects of an “income qualifying” program vs. a “non-income qualifying” program.
- Senior profile statistics, including the average income for Trumbull seniors (65+).
- Logistics for administering the program.
- Analysis of existing programs in other municipalities.

She then went on to add that the research provided the committee with the following:

- Without an income restriction, we are looking at approximately 4000 eligible seniors.
- We would need to put a cap on the number of people that can participate each year.
- Non-income qualifying parameter opens up volunteer opportunity for all seniors. We currently have seniors taking advantage of income qualifying programs at a cost of \$1.02 million or \$1100 per individual and we have no cap on the number of people who can apply.
- Volunteers must be a good match for the opportunity available; must apply for the opening. The department head must monitor volunteer and keep track of hours and assignments.

Based upon their considerations and research, the committee recommended a “non-income qualifying”, senior or disabled volunteer tax credit program that will provide an opportunity for Town residents of the age of 65 or over, or permanently or totally disabled, to reduce their property tax by utilizing their skills and experience by volunteering at town departments, non-profit agencies, and town-related events.

The committee presented 2 scenarios for the implementation of their recommendations (see exhibit A attached hereto and made a part hereof.)

Mr. Lavoie moved, seconded by Mr. Molgard, to vote to recommend the Senior Tax Relief Program as presented to the Town Council.

Mr. Lavoie amended his motion and Mr. Molgard amended his second.

Mr. Lavoie moved, seconded by Mr. Molgard, to vote to recommend the Senior Tax Relief Program to the Town Council and recommended the Town Council seek an opinion from our Auditors.

Vote: 6-0-0 motion carries

## **DISCUSSION ITEMS**

- Status on the Internal Auditors position

Mr. Haselkamp indicated that he has received 8 applications for the position; however, they are underwhelming with only two having any auditing experience. He did receive a call from an Employment agency suggesting we hire a temp to perm individual. It may be more costly, but not as costly as hiring the wrong person. He went on to add that he would pursue getting a price from the Agency. In addition, he can re-advertise the position or post on a job site. He hasn't posted on line since our budget is only \$2,000 for the year and to run one ad is \$595. He has run ads with GFOA, the CT Post and CCM.

- Year to Date Budget to Actual Report – Expenditures FY 2015
  - Salaries are up to 75% which is normal
  - Police Overtime is \$36,000 over budget; the chief is monitoring this carefully. The Board asked for a breakdown
  - Police Training is \$34,000 over budget.
  - Public Works snow removal is over budget due to leaf pickup and snow plowing. Snow account is over \$291,000.
  
- Special Agency Accounts

The Chair indicated that she would like Ms. Pires to contact the holders of Special Agency accounts and make them aware that going forward they will now be responsible for providing the following:

- A quarterly report to the Board of Finance for all accounts with a balance in excess of \$100,000. The report must contain detail indicating how they are using the funds and how the funds were acquired.
  
- A semi-annual report to the Board of Finance for all accounts with a balance less than \$100,000. The report must contain detail indicating how they are using the funds and how the funds were acquired.

**APPROVAL OF MINUTES – February 19, 2015**

Mr. Lavoie moved, seconded by Mr. Molgard, to accept the February 19, 2015 minutes as presented.

Vote: 5-0-1 (abstained: Hammers)

**ADJOURNMENT**

By unanimous consent the meeting was adjourned at 8:50 p.m.

Vote: 6-0-0 motion carries

Respectfully submitted,

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Phyllis C. Collier - Board of Finance Clerk

## EXHIBIT A

### **Recommendation #1 – 2015 (Effects 2015 Grand List; 2016-2017 Budget)**

#### **Annual Cap \$15,000, or 50 persons**

- **A 6 month Program, with a \$300 credit per person, for 50 hours of service. No more than two qualifying taxpayers per household may qualify for the credit.**
- "Non-Income Qualifying" program
- Available to 65+ and/or Permanently or Totally Disabled residents
- Limit Volunteer opportunities to Town departments, Town sponsored events, and Town-related 501-c groups (Excluding BOE)
- Earn volunteer hours between July 1–December 31, 2015
- Application process:
  - Submit intake form to determine eligibility
  - Volunteers must submit to a background check
  - Placements are based on the skills and interests of the applicant's ability to perform all duties and responsibilities of the placement
  - Deadline to submit verified hours: January 31st
- Reassessment of the program in February of each year. Town Council should use its discretion to expand, or discontinue, the program at any time

### **Recommendation #2 – 2016 (Effects 2016 Grand List; 2017-2018 Budget)**

#### **Annual Cap \$30,000, or 50 persons**

- **A 12 month Program, with a \$600 credit per person, for 100 hours of service. No more than two qualifying taxpayers per household may qualify for the credit.**
- "Non-Income Qualifying" program
- Available to 65+ and/or Permanently or Totally Disabled residents
- Expand Volunteer opportunities to select not-for-profit and charitable organizations, town departments, and town-related 501-c groups (Excluding BOE). A list of such qualifying organizations will be managed by the Tax Assessor, or his designee
- Earn volunteer hours between January 1–December 31, 2016
- Application process:
  - Submit intake form to determine eligibility
  - Volunteers must submit to a background check
  - Placements are based on the skills and interests of the applicant's ability to perform all duties and responsibilities of the placement
  - Deadline to submit verified hours: January 31st
- Reassessment of the program in February of each year. Town Council should use its discretion to expand, or discontinue, the program at any time