

Town of Trumbull

CONNECTICUT

www.trumbull-ct.gov

TOWN HALL
Trumbull

TELEPHONE
(203) 452-5005



AGENDA No. 707

- I CALL TO ORDER
- II MOMENT OF SILENCE
- III PLEDGE OF ALLEGIANCE
- IV ROLL CALL
- V APPROVAL OF MINUTES
- VI BUSINESS

DATE: April 1, 2013

TIME: 8:00 p.m.

PLACE: Town Hall

NOTICE is hereby given that the Town Council of the Town of Trumbull, Connecticut will hold a regular meeting on Monday, April 1, 2013 at 8:00 p.m. at the Trumbull Town Hall, for the following purpose:

DISCUSSION ITEMS:

- Town of Trumbull Audit - Blum Shapiro
- Town of Trumbull Pension Annual Report
- Trumbull High School Building Committee Update
- Emergency Management Shelter Building Committee Update

-
1. TC24-120: To consider and act upon a resolution which would amend and repeal Chapter 2 Administration, Article III Boards, Commissions, Committees, and Agencies, Division 3 Central Emergency Dispatch Commission of the Trumbull Municipal Code and disband the Central Emergency Dispatch Commission for a job well done. (L&A) (*Public Hearing*)
 2. TC24-121: To consider and act upon a resolution which would amend Chapter 2 Administration, Article III Boards, Commissions, Committees, and Agencies, Division 37 Police Commission is include a section titled Public Safety Answering Point (PSAP) to reads as follows: The Police Commission shall be the governing and designating authority for the Public Safety Answering Point (PSAP) and emergency dispatch calls in the Town. (L&A) (*Public Hearing*)
 3. RESOLUTION TC24-122: To consider and act upon a resolution which would appropriate \$5,067 from the General Fund to Buildings Department - Salaries-PT-#01023200-501102. (L&A)
 4. RESOLUTION TC24-123: To consider and act upon a resolution which would appropriate \$11,201 from the General Fund to Town Clerk –Services and Fees-contr-01013600-522204 and Town Clerk – Program Expenses-01013600-522205. (L&A)

VII ADJOURNMENT

COPIES OF THE RESOLUTIONS ARE ATTACHED HERETO

Carl A. Massaro, Jr., Town Council Chairman

RESOLUTIONS

1. TC24-120: BE IT RESOLVED AND ORDAINED, That Chapter 2 Administration, Article III Boards, Commissions, Committees, and Agencies, Division 3 Central Emergency Dispatch Commission of the Trumbull Municipal Code is hereby amended and repealed;
BE IT FURTHER RESOLVED AND ORDAINED, that the Central Emergency Dispatch Commission is hereby disbanded for a job well done.
2. TC24-121: BE IT RESOLVED AND ORDAINED, That Chapter 2 Administration, Article III Boards, Commissions, Committees, and Agencies, Division 37 Police Commission is hereby amended to include a section titled Public Safety Answering Point (PSAP) and reads as follows: The Police Commission shall be the governing and designating authority for the Public Safety Answering Point (PSAP) and emergency dispatch calls in the Town.
3. RESOLUTION TC24-122: BE IT RESOLVED, That \$5,067 is hereby appropriated from the General Fund to Buildings Department - Salaries-PT-#01023200-501102.
4. RESOLUTION TC24-123: BE IT RESOLVED, That \$11,201 is hereby appropriated from the General Fund to Town Clerk –Services and Fees-contr-01013600-522204 and Town Clerk –Program Expenses-01013600-522205.

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 14-Mar-13
AGENDA: 3-13-01
AMOUNT: \$5,067

2012-2013

(A) APPROPRIATION

FROM: ACCOUNT NO. \$5,067
ACCOUNT NAME Available Fund Balance

TO: ACCOUNT NO. 01023200-501102 \$5,067
ACCOUNT NAME Salaries - PT

(B) TRANSFER

FROM: ACCOUNT NO.
ACCOUNT NAME

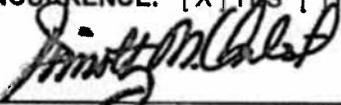
TO: ACCOUNT NO.
ACCOUNT NAME

(C) SUMMARY OF REQUEST: Part time Buiding Inspector was budgeted for 832 hours but should have been 1,014 hours (19.5 per week)

(D) REQUESTED BY: Graham Bissett, Building Official

(E) SUPPORTING DATA: SEE ATTACHED.

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



TIMOTHY M. HERBERT, FIRST SELECTMAN

(G) BOARD OF FINANCE ACTION:

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

**BUILDING
DEPARTMENT**

Town Hall
5866 Main Street
Trumbull, Connecticut 06611

Graham Bisset
Building Official
203.452.5020
Fax: 203.452.5093
gbisset@trumbull-ct.gov

March 7, 2013

To: Maria Pires

From: Graham Bisset:

RE: Supplemental Appropriation from General Fund.

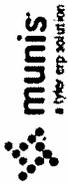
The Building Department is requesting a supplemental appropriation from the general fund in the amount of \$5067.00 to account 01023200-501102. This is because our part time building Inspector was budgeted for 832 hours @ \$27.84 this fiscal year. He should have been budgeted for 1014 hours. The difference is 182 hours @ \$27.84 = \$5066.88.

Sincerely,



Graham Bisset

3-13-01



03/07/2013 13:00
mpires

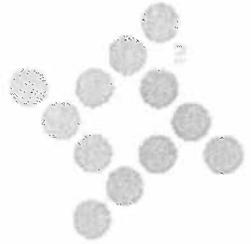
TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

PG 1
glytdbud

FOR 2013 13

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
02 PUBLIC SAFETY							
01023200 BUILDING OFFICIAL							
01023200 501102 SALARIES-PT/PERMAN	23,163	0	23,163	16,731.84	.00	6,431.16	72.2%
TOTAL BUILDING OFFICIAL	23,163	0	23,163	16,731.84	.00	6,431.16	72.2%
TOTAL PUBLIC SAFETY	23,163	0	23,163	16,731.84	.00	6,431.16	72.2%
TOTAL GENERAL FUND	23,163	0	23,163	16,731.84	.00	6,431.16	72.2%
TOTAL EXPENSES	23,163	0	23,163	16,731.84	.00	6,431.16	72.2%
GRAND TOTAL	23,163	0	23,163	16,731.84	.00	6,431.16	72.2%

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



TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 14-Mar-13
AGENDA: 3-13-02
AMOUNT: \$11,201

2012-2013

(A) APPROPRIATION

FROM: ACCOUNT NO.
ACCOUNT NAME Available Fund Balance \$11,201.00

TO: ACCOUNT NO. 01013600-522205
ACCOUNT NAME Program Expense \$1,201

TO: ACCOUNT NO. 01013600-522204
ACCOUNT NAME Services and fees-contr \$10,000

(B) TRANSFER

FROM: ACCOUNT NO.
ACCOUNT NAME

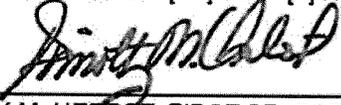
TO: ACCOUNT NO.
ACCOUNT NAME

(C) SUMMARY OF REQUEST: For Muni Code updates not anticipated and Cott System audits

(D) REQUESTED BY: Suzanne Burr Monaco, Town Clerk

(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 CLERK'S OFFICE
Town of Trumbull
 Connecticut

SUZANNE BURR MONACO
TOWN CLERK
 (203) 452-5037



Town Hall
 5866 Main Street
 Trumbull, Connecticut 06611

I am seeking both a Transfer and a supplemental appropriation into account 01013600 522205. The shortage in this account is due to the fact that we had four supplementals this year (usually average one per year) from Municipal Code. One of them being rather large due to the Charter Revision:

SBM

Municipal Code #27 -	2,557.60
#28 -	1,127.29
#29 -	634.03
#30 -	895.65 (Bill not received yet)
	<u> </u> Total
	5,214.57

This account also covers the annual contract for Municipal Code – Internet (700.00) and the Contract for Docuware Support (2330.00). These bills have not been received yet.

Transfer From :	Amount	Transfer To:
01013600534402 Program Supplies	454.58	01013600522205
01013600545501 Legal Notices	2000.00	
01013600556601 Professional Dev	300.00	
01013600578803 Mntnce/Rep-Program Related	200.00	
	<u> </u>	
	2954.58 Total	

Supplemental to Account:	01013600522205
1201.00	

3-13-07
3-13-03

I am also requesting at this time a supplemental to account 01013600522204 in the amount of \$10,000.00. This shortage is due to the recent upgrade to our indexing system. The procedure of billing our audits has now changed and should make paying the bills on a monthly basis easier than paying in arrears.

FOR 2013 13

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 GENERAL FUND							
01 GENERAL GOVERNMENT							
01013600 TOWN CLERK							
01013600 501101 SALARIES-FT/PERMAN	214,205	0	214,205	144,267.99	.00	69,937.01	67.4%
01013600 501105 SALARIES-OVERTIME	3,500	0	3,500	5,458.79	.00	-1,958.79	156.0%*
01013600 501106 SALARIES-LONGEVITY	850	0	850	850.00	.00	.00	100.0%
01013600 522204 SERVICES & FEES-CO	22,000	0	22,000	13,798.44	8,201.56	.00	100.0%
01013600 522205 PROGRAM EXPENSES	3,500	0	3,500	3,729.89	.00	-229.89	106.6%*
01013600 534402 COMMUNICATIONS-LEG	3,200	0	3,200	2,745.42	.00	454.58*	85.8%
01013600 545501 PROFESSIONAL DEV-S	3,000	0	3,000	305.40	.00	2,694.60*	10.2%
01013600 556601 PROFESSIONAL DEV-A	1,480	0	1,480	840.00	.00	640.00*	56.8%
01013600 556602 MINTNCE/REPAIR SERV	1,595	0	1,595	595.00	.00	.00	100.0%
01013600 578801 MINTNCE/REPAIR SERV	250	0	250	.00	404.14	250.00	0%
01013600 578803 MINTNCE/REP-PROGRAM	2,500	0	2,500	1,492.90	.00	602.96*	75.9%
01013600 598889 ST OF CT-FISHING &	0	0	0	4,077.00	.00	-4,077.00	100.0%*
01013600 598890 ST OF CT-MARRIAGE	0	0	0	2,717.00	.00	-2,717.00	100.0%*
TOTAL TOWN CLERK	255,080	0	255,080	180,877.83	8,605.70	65,596.47	74.3%
TOTAL GENERAL GOVERNMENT	255,080	0	255,080	180,877.83	8,605.70	65,596.47	74.3%
TOTAL GENERAL FUND	255,080	0	255,080	180,877.83	8,605.70	65,596.47	74.3%
TOTAL EXPENSES	255,080	0	255,080	180,877.83	8,605.70	65,596.47	74.3%
GRAND TOTAL	255,080	0	255,080	180,877.83	8,605.70	65,596.47	74.3%

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

3-13-02
 3-13-03

Cott Systems, Inc.
 2800 Corporate Exchange Drive
 Suite 300
 Columbus, OH 43231
 1-800-234-2688
 www.cottsystems.com

INVOICE NO.		APPLY TO	
INV006484#		CUSTOMER NO.	
INVOICE DATE	24760#		
2/27/2013	TOTAL AMOUNT DUE		

INVOICE

5,719.38

OLD TO

SHIP TO

TRUMBULL, TOWN OF, CT
 TOWN CLERK
 5866 MAIN STREET
 TRUMBULL, CT 06611

OL
P.O. # 20130032-00

DATE SHIPPED	DATE DUE	PURCHASE ORDER NO.	TERMS	
2/27/2013	3/29/2013		SHIP NET 30	FOB

ITEM NO. / DESCRIPTION	QUANTITY	DESTINATION
UM 9999-RESAUDIT LAND 1/3/12 THRU 8/31/12	ORD B/O SHP 9,861.0000 0.0000	UNIT DISC EXT 0.58 0.00
UM	ORD B/O SHP 9,861.0000	UNIT DISC EXT 5,719.38
UM	ORD B/O SHP	UNIT DISC EXT

RECEIVED FOR RECORD
 2013 MAR - 4
 11:49
 TOWN CLERK

GROSS	DISCOUNT	NET
FREIGHT 5,719.38	TAX 0.00	5,719.38
COMMENT 0.00	0.00	AMOUNT DUE

3-13-02

Cott Systems, Inc.
2800 Corporate Exchange Drive
Suite 300
Columbus, OH 43231
1-800-234-2688
www.cottsystems.com

INV0064873

24760

2/27/2013

1

1,238.45

TRUMBULL, TOWN OF, CT
TOWN CLERK
5866 MAIN STREET
TRUMBULL, CT 06611

2/27/2013

3/29/2013

NET 30

DESTINATION

999-RESAUDIT LAND
VERIFY 1/16/13 THRU 2/25/13

PI

2,635.0000
0.0000
2,635.0000

0.47
0.00
1,238.45

1,238.45

0.00

1,238.45

13-13-07



INVOICE

Bill To:

Trumbull, Connecticut
 Susanne Burr Monaco
 5866 Main Street
 Trumbull, CT 06611-

Invoice Number	00219838
Invoice Date	7/31/2012
PO Number	
Customer Id	10-9825
Payment Terms	Net 30

Shipped	Description	Unit Price	Extended Price
96	SUPPLEMENT PAGES	\$26.000	\$2,496.00
4	IMAGES,GRAPHS & TABULAR MATTER	\$10.000	\$40.00

75 COPIES OF SUPPLEMENT NO 27
 TO THE CODE OF ORDINANCES

RECEIVED FOR RECORDS
 VOLUME _____ PAGE _____
 2012 AUG - 6 A 11: 11
 TRUMBULL LAND RECORD
 ATTEST
 TOWN CLERK

Subtotal	\$2,536.00
Discount	\$0.00
Freight	\$21.60
Tax	\$0.00

Please remit one copy with payment



INVOICE

Bill To:

Trumbull, Connecticut
 Susanne Burr Monaco
 5866 Main Street
 Trumbull, CT 06611-

Invoice Number	00221417
Invoice Date	9/19/2012
PO Number	
Customer Id	10-9825
Payment Terms	Net 30

Shipped	Description	Unit Price	Extended Price
44	SUPPLEMENT PAGES	\$26.000	\$1,144.00
3	IMAGES, GRAPHS & TABULAR MATTER	\$10.000	\$30.00

75 COPIES OF SUPPLEMENT NO 28
 TO THE CODE OF ORDINANCES
 5% PROOFS DISCOUNT

RECEIVED FOR RECORD
 VOLUME _____ PAGE _____
 2012 SEP 24 A 10:45
 TRUMBULL LAND RECORDS
 ATTEST
 TOWN CLERK

Subtotal	\$1,174.00
Discount	\$58.70
Freight	\$11.99
Tax	\$0.00

Please remit one copy with payment



INVOICE

Bill To:

Trumbull, Connecticut
 Susanne Burr Monaco
 5866 Main Street
 Trumbull, CT 06611-

Invoice Number	00224610
Invoice Date	12/11/2012
PO Number	
Customer Id	10-9825
Payment Terms	Net 30

Shipped	Description	Unit Price	Extended Price
24	SUPPLEMENT PAGES 75 COPIES OF SUPPLEMENT NO 29 TO THE CODE OF ORDINANCES	\$26.000	\$624.00

Subtotal	\$624.00
Discount	\$0.00
Freight	\$10.03
Tax	\$0.00

Please remit one copy with payment