

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

TOWN HALL  
Trumbull

TELEPHONE  
(203) 452-5000



AGENDA No. 752

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

DATE: March 7, 2016  
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, March 7, 2016 at 8:00 p.m. at the Trumbull Town Hall, for the following purpose:

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**DISCUSSION ITEMS:**

- One Book One Town
  - Building Committee Update
1. RESOLUTION TC26-31: To consider and act upon a resolution entitled "RESOLUTION APPROPRIATING \$5,080,000 FOR THE TRUMBULL (TOWN) CAPITAL IMPROVEMENT PLAN 2016-2017 AND AUTHORIZING THE ISSUE OF \$5,080,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE"  
(The Town Council may increase the appropriation and bond authorization to \$7.53 million to fund the CIP as originally proposed). (Finance)
  2. RESOLUTION TC26-32: To consider and act upon a resolution which would approve the filing of an application by the Town of Trumbull in an amount not to exceed \$800,000, and that the First Selectman is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, to carry

out approved activities and to act as the authorized representative of the Town of Trumbull. (Full Resolution Attached) (R&R)

3. RESOLUTION TC26-33: To consider and act upon a resolution which would adopt a Fair Housing Policy for the Town of Trumbull. (R&R)
4. RESOLUTION TC26-37: To consider and act upon a resolution which would authorize the First Selectman to execute an application along with all necessary Agreements / Contractual documents to the State Department of Transportation on behalf of the Town of Trumbull for a grant toward the purchase of a Motor Vehicle for Elderly and/or Disabled Persons as part of the Town's Transportation Program. (L&A)
5. RESOLUTION TC26-34: To consider and act upon a resolution which would amend Article III, Boards, Commissions, Committees, and Agencies Division 6, Board of Finance of the Trumbull Municipal Code to include Section 2-183, Annual Required Contribution (ARC) For the Town's Retirement Plans and the Police Retirement Income Plan. (L&A Public Hearing)
6. RESOLUTION TC26-35: To consider and act upon a resolution which would amend Article III, Boards, Commissions, Committees, and Agencies Division 6, Board of Finance of the Trumbull Municipal Code to include Section 2-184, Minimum Funding of the Town's General Fund Balance. (L&A Public Hearing)
7. RESOLUTION TC26-36: To consider and act upon a resolution which amend Chapter 2, Article II, Officers and Employees of the Trumbull Municipal Code to include Section 2-56, Pension Recipients, Employees and Family Members Prohibited From Serving On The Town Pension Board and Trumbull Police Commission. (L&A Public Hearing)
8. RESOLUTION TC26-38: To consider and act upon a resolution which would amend the Health Department fee schedule. (Finance )
9. RESOLUTION TC26 39: To consider and act upon a resolution which would amend the Park & Recreation Department fee schedule. (Finance)
10. RESOLUTION TC26-40: To consider and act upon a resolution which would authorize the Town Attorney and Tax Collector to foreclose the real property tax liens on 408 Shelton Road. (L&A)
11. RESOLUTION TC26-41: To consider and act upon a resolution which would approve the appointment by the First Selectman of David Molgard of 26 Longview Road as a member of the Golf Commission for a term extending to the first Monday of December 2018. (Evans) (R&R)
12. RESOLUTION TC26-42: To consider and act upon a resolution which would approve the appointment by the First Selectman of Frank Squiccimarro of 15 Echo Hill Road as a

member of the Golf Commission for a term extending to the first Monday of 2018. (Guzzi)  
(R&R)

13. RESOLUTION TC26-43: To consider and act upon a resolution which would approve the appointment by the First Selectman of Ennio DeVita of 305 Buckskin Court as a member of the Inland Wetlands & Watercourses Commission for a term extending to the first Monday of 2018. (Chamberlain) (R&R)
14. RESOLUTION TC26-44: To consider and act upon a resolution that would authorize the Senior/Community Center & Library Study Committee to design and construct a new Senior/Community Building. (L&A)

VIII ADJOURNMENT  
COPY OF THE RESOLUTION ATTACHED HERETO  
Carl A. Massaro, Jr., Chairman Trumbull Town Council

## RESOLUTIONS

1. RESOLUTION 26-31: APPROPRIATING \$5,080,000 FOR THE TRUMBULL (TOWN) CAPITAL IMPROVEMENT PLAN 2016-2017 AND AUTHORIZING THE ISSUE OF \$5,080,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE” (Full Resolution Attached)
2. RESOLUTION TC26-32: BE IT RESOLVED BY THE Trumbull Town Council:  
That the filing of an application by the Town of Trumbull in an amount not to exceed \$800,000 is hereby approved, and that the First Selectman is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, to carry out approved activities and to act as the authorized representative of the Town of Trumbull. (Full Resolution Attached)
3. RESOLUTION TC26-33: BE IT RESOLVED, That the Town of Trumbull hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law. (Full Resolution Attached.)
4. RESOLUTION TC26-37: BE IT RESOLVED, That the First Selectman is hereby authorized to execute an application along with all necessary Agreements/Contractual documents to the State Department of Transportation on behalf of the Town of Trumbull for a grant toward the purchase of a Motor Vehicle for Elderly and/or Disabled Persons as part of the Town’s Transportation Program.
5. RESOLUTION TC25-34: BE IT RESOLVED AND ORDAINED, That Article III, Boards, Commissions, Committees, and Agencies Division 6, Board of Finance of the Trumbull Municipal Code is hereby amended to include Section 2-183, Annual Required Contribution (ARC) For the Town’s Retirement Plans and the Police Retirement Income Plan. (Full Resolution Attached)
6. RESOLUTION TC25-35: BE IT RESOLVED AND ORDAINED, That Article III, Boards, Commissions, Committees, and Agencies Division 6, Board of Finance of the Trumbull Municipal Code is hereby amended to include Section 2-184, Minimum Funding of the Town’s General Fund Balance. (Full Resolution Attached)
7. RESOLUTION TC26-36: BE IT RESOLVED AND ORDAINED, That Chapter 2, Article II, Officers and Employees of the Trumbull Municipal Code is hereby amended to include Section 2-56, Pension Recipients, Employees and Family members Prohibited

From Serving On The Town Pension Board and Trumbull Police Commission. (Full Resolution Attached)

8. RESOLUTION TC26-38: BE IT RESOLVED, That the Health Department fee schedule is hereby amended. (Fee Schedule Attached)
9. RESOLUTION TC26-39: BE IT RESOLVED, That the Park & Recreation fee schedule is hereby amended. (Fee Schedule Attached)
10. RESOLUTION TC26-40: BE IT RESOLVED, That the Town Attorney and Tax Collector are hereby authorized to foreclose real property tax liens on 408 Shelton Road.
11. RESOLUTION TC26-41: BE IT RESOLVED, That the appointment by the First Selectman of David Molgard of 26 Longview Road, be and the same is hereby approved as a member of the Golf Commission for a term extending to the first Monday of 2018.
12. RESOLUTION TC26-42: BE IT RESOLVED, That the appointment by the First Selectman of Frank Squiccimaro of 15 Echo Hill Road, be and the same is hereby approved as a member of the Golf Commission for a term extending to the first Monday of 2018.
13. RESOLUTION TC26-43: BE IT RESOLVED, That the appointment by the First Selectman of Ennio DeVita of 305 Buckskin Court, be and the same, is hereby approved as a member of the Inland Wetlands & Watercourses Commission for a term extending to the first Monday of 2018.
14. RESOLUTION TC26-44: BE IT RESOLVED, That the Senior/Community Center & Library Study and Building Committee is authorized to design and construct a new Senior /Community Building in the Town of Trumbull.

RESOLUTION APPROPRIATING \$5,080,000 FOR THE TRUMBULL (TOWN) CAPITAL IMPROVEMENT PLAN 2016-2017 AND AUTHORIZING THE ISSUE OF \$5,080,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 1. The sum of \$5,080,000 is appropriated for the planning, acquisition and construction of the Trumbull (Town) Capital Improvement Plan 2016-2017, as adopted and amended by the Town Council from time to time, and consisting of: (i) roadways; (ii) Public Facilities including the Trumbull Library, Town Hall, Police Headquarters, Senior Center and EMS Building; (iii) Parks improvements, (iv) fleet and equipment; (v) other projects, consisting of and various road and drainage engineering; and (vi) enterprise (WPCA), and for appurtenances, equipment and services related thereto, or for so much thereof or such additional improvements as may be accomplished within said appropriation, and for administrative, advertising, printing, legal and financing costs to the extent paid therefrom. Said appropriation shall be inclusive of grant funding and in addition to all prior appropriations for said purpose. The Town Council may by resolution transfer funding herein among authorized projects within the 2016-2017 Town CIP, and the First Selectman's office may transfer among projects amounts not exceeding 10% of the CIP funding by purpose as last approved by the Town Council.

Section 2. To meet said appropriation \$5,080,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date. Said bonds may be issued in one or more series as determined by the First Selectman and the Town Treasurer (hereafter the Town Officials), and the amount of bonds of each series to be issued shall be fixed by the Town Officials. Said bonds shall be issued in the amount necessary to meet the Town's share of the cost of the project determined after considering the estimated amount of the State and Federal grants-in-aid of the project, or the actual amount thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. Capital project revenues, including bid premiums and investment income derived from investment of bond proceeds (and net investment income derived from note proceeds) are authorized to be credited by the Director of Finance to the project account and expended to pay project expenses customarily paid therefrom. The remaining appropriation and bond authorization shall be reduced by the amount of capital project revenues so credited. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, or, be combined with other bonds of the Town and such combined issue shall be in the denomination per aggregate maturity of \$1,000 or a whole multiple thereof, be issued in bearer form or in fully registered form, be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be certified by a bank or trust company designated by the Town Officials, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company designated by the Town Officials, and

be approved as to their legality by Joseph Fasi LLC, Attorneys-at-law, Bond Counsel of Hartford. They shall bear such rate or rates of interest as shall be determined by the Town Officials. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon and will be paid from property taxation to the extent not paid from other sources. The aggregate principal amount of the bonds to be issued, the annual installments of principal, redemption provisions, if any, the date, time of issue and sale and other terms, details and particulars of such bonds, shall be determined by the Town Officials, in accordance with the General Statutes of the State of Connecticut, as amended.

Section 3. Said bonds shall be sold by the Town Officials, in a competitive offering or by negotiation, in their discretion. If sold at competitive offering, the bonds shall be sold upon sealed proposals, auction, or similar competitive process at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, the provisions of purchase agreement shall be approved by the Town Officials.

Section 4. The Town Officials, are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Officials, bear the Town seal or a facsimile thereof, be payable at a bank or trust company designated by the Town Officials, be approved as to their legality by Joseph Fasi LLC, Attorneys-at-law, Bond Counsel of Hartford, and be certified by a bank or trust company designated by the Town Officials, pursuant to Section 7-373 of the General Statutes of Connecticut, as amended. They shall be issued with maturity dates which comply with the provisions of the General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon and will be paid from property taxation to the extent not paid from other sources. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the project. Upon the sale of said bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. Resolution of Official Intent to Reimburse Expenditures with Borrowings. The Town (the "Issuer") hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and after the date of passage of this ordinance in the maximum amount and for the capital project defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Bonds") authorized

to be issued by the Issuer. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the project, or such later date the Regulations may authorize. The Issuer hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.

Section 6. The Town Officials, are hereby authorized to exercise all powers conferred by section 3-20e of the general statutes with respect to secondary market disclosure and to provide annual information and notices of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution.

Section 7. It is hereby found and determined that it is in public interest to issue all, or a portion of, the Bonds, Notes or other obligations of the Town as qualified private activity bonds, or with interest that is includable in gross income of the holders thereof for purposes of federal income taxation. The Town Officials are hereby authorized to issue and utilize without further approval any financing alternative currently or hereafter available to municipal governments pursuant to law including but not limited to any "tax credit bonds" or "Build America Bonds" including Direct Payment and Tax Credit versions.

## FULL RESOLUTIONS

RESOLUTION TC26-32: WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 – 3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Trumbull make application to the State for \$800,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE Town Council:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,
2. That the filing of an application by the Town of Trumbull in an amount not to exceed \$800,000 is hereby approved, and that the First Selectman is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, to carry out approved activities and to act as the authorized representative of the Town of Trumbull.

FULL RESOLUTION TC26-34:

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE FOR PERTAINING TO THE ANNUAL REQUIRED CONTRIBUTION  
(ARC) FOR THE TOWNS RETIREMENT PLANS AND THE POLICE RETIREMENT  
INCOME PLAN

WHEREAS, the Town of Trumbull has made great strides to improve its public employee pension fund balances by funding the annual required contributions; and

WHEREAS, effective fiscal year 2015-2016, the Town of Trumbull has fully funded the annual required contribution (ARC) for the Town's retirement plan and the Town's Police retirement plan; and

WHEREAS, the Town of Trumbull desires to achieve a AAA credit rating from the financial rating agencies which have expressed favorable opinions as to the Town of Trumbull's pension funding and which desire to see that funding maintained;

NOW, THEREFORE BE IT RESOLVED AND ORDAINED, That Article III, Section 2-183 is enacted as follows:

1. The annual budget adopted for each fiscal year shall, at a minimum fund the actuarial required contributions (ARC) for the Town employee retirement plan and the police retirement plan; and
2. Said amounts for these actuarial required contributions shall be included in the proposed budget submitted by the First Selectman in accordance with Chapter IV, Section I of the Trumbull Town Charter and shall also be included in the budget recommended by the Board of Finance in accordance with Chapter IV, Section 2 of the Town Charter, and the budget adopted by the Trumbull Town Council pursuant to Chapter IV, Section 3 of the Trumbull Town Charter;
3. Notwithstanding the funding requirement adopted above, in any fiscal year in which the Board of Finance determines that economic circumstances so warrant,
  - a) The Board of Finance may recommend, by a vote not less than two thirds (2/3) of its body, that the budget to be adopted for such fiscal year fund a percentage less than (100%) of the ARC for the Town employee retirement plan and police retirement plan.
  - b) If a recommendation to fund the pension plans at a percentage less than (100%) of the actuarial required contribution is made by the Trumbull Board of Finance or if the Board of Finance fails to recommend a budget under Chapter IV of the

Trumbull Town Charter, then the Trumbull Town Council may adopt, by a vote of not less than two thirds (2/3) of its entire body, in the budget adopted for such fiscal year, a percentage less than (100%) of the actuarial required contribution for the Town employee retirement plan and the police retirement plans, but in no event less than the average of contributions of the prior three (3) fiscal years.

- c) In the event the Town Council fails to adopt a budget pursuant to Chapter IV of the Town Charter or adopts a budget funding less than 100% of the actuarial required contributions by a vote of less than two thirds (2/3) of its entire body, then the budget so adopted shall be deemed to include 100% of the actuarial required contribution for such fiscal year notwithstanding any other vote to the contrary.
4. The Town of Trumbull shall review this ordinance every five years from the effective adoption date to determine if additional revisions are warranted subject to the present fund ratios of each retirement plan at that time. A vote of two thirds (2/3) of its body shall be required to modify this ordinance.

FULL RESOLUTION TC26-35

ORDINANCE NO. \_\_\_\_\_  
AN ORDINANCE CONCERNING MINIMUM FUNDING OF THE TOWN'S  
GENERAL FUND BALANCE

WHEREAS, the financial rating agencies have strongly recommended the Town of Trumbull maintain its general fund balance at not less than 10% of the Town's total operating budget; and

WHEREAS, the Town of Trumbull has made great strides to honor the recommendations of the financial rating agencies in minimally funding our general fund balance at 10% of our total operating budget; and

WHEREAS, the leaders of the Town of Trumbull recognize that for Trumbull to achieve a AAA credit rating which will long term reduce cost to the taxpayers and citizens of the Town of Trumbull; and

WHEREAS, these controls will provide for strict accounting and budgeting and also discourage supplemental appropriations unless absolutely necessary, all in the best financial interest of the Town;

BE IT RESOLVED AND ORDAINED: The Town of Trumbull shall maintain a minimum balance of 10% of its annual operating budget (exclusive of its enterprise funds); provided the First Selectman may make the recommendation in a proposed budget that the minimum fund balance be reduced below 10%, but in no event below 8% of the general fund balance for good cause. Whether recommended by the First Selectman, or not, any proposal to reduce the fund balance below the 10% level shall be subject to approval by a 2/3 affirmative vote of the entire Board of Finance and by a vote of a simple majority of the entire Town Council. Rejection by the Town Council of the recommendation of the Board of Finance to reduce the fund balance below the 10% level shall require a 2/3 vote of the entire membership of the Trumbull Town Council.

FULL RESOLUTION TC26-36

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE PROHIBITING PENSION RECIPIENTS FROM SERVING ON THE  
TOWN PENSION BOARD AND THE TRUMBULL POLICE COMMISSION**

**WHEREAS, The Town of Trumbull has made great strides to improve its public employee pension funding; and**

**WHEREAS, The Trumbull Pension Board is responsible for the Town pension fund and the Trumbull Police Pension Board is responsible for the pension fund; and**

**WHEREAS, All six members of the Police Commission are members of the Police Pension Board; and**

**WHEREAS, The Town of Trumbull is acutely sensitive to appearance of conflicts of interest;**

**NOW THEREFORE BE IT RESOLVED AND ORDAINED, all Town of Trumbull Pension Recipients, employees of the Town and their respective family members are prohibited from serving on the Town Pension Board, and;**

**Trumbull police pension recipients, police officers, employees of the Trumbull Police Department and their family members are prohibited from serving on the Trumbull Police Commission.**

**No persons may suspend, waive, defer, disclaim or forfeit their pension benefits to serve or permit their family members to serve on the Town Pension Board or the Police Commission.**

**RESOLUTION TC26-33: BE IT RESOLVED:** Whereas, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

Whereas, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, The Town of Trumbull is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

**NOW THEREFORE, BE IT RESOLVED,** That the Town of Trumbull hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

**BE IT FURTHER RESOLVED,** That Timothy M. Herbst, First Selectman of the Town of Trumbull, or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of Trumbull and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

**PROPOSED FUNDING PLAN  
CALENDAR YEAR 2016**

	<b>CY 2016</b>	<b>LOCIP</b>	<b>GRANT</b>	<b>UNITED ILLUMINATING</b>	<b>BUDGET</b>	<b>ROAD AID</b>	<b>BOND</b>
Roadways	\$ 1,641,116	\$ -	\$ -	\$ 207,315	\$ -	\$ -	\$ 1,433,801
Public Facilities	1,231,200	-	-	-	-	-	1,231,200
Parks Improvements	685,500	-	-	-	-	-	685,500
Fleet & Equipment	658,500	-	-	-	-	-	658,500
Other	400,000	-	-	-	-	-	400,000
Enterprise	568,000	-	-	-	-	-	568,000
<b>TOTAL*</b>	<b>\$ 5,184,316</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 207,315</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,977,001</b>
<b>BONDING-FINANCING COSTS - 2%</b>							<b>\$ 99,540</b>
<b>TOTAL BONDING RESOLUTION</b>							<b>\$ 5,076,541</b>
<b>ROUNDED TO THE NEAREST \$5,000</b>							<b>\$ 5,080,000</b>

\* Projected costs are gross amounts; actual bonded amounts will be net of any other funding sources, including State reimbursements.

CATEGORY	DESCRIPTION	LOCATION	CY 2016	Funding Sources				
			Capital Plan	Utility Co.	GRANT	BUDGET	ROAD AID	BOND
Roadways	Paving	Beacon Hill Rd	\$ 59,661	\$ -	\$ -	\$ -	\$ -	\$ 59,661
Roadways	Paving	Chestnut Hill Road - Design*	150,000	-	-	-	-	150,000
Roadways	Paving	Clemens Ave	40,619	-	-	-	-	40,619
Roadways	Paving	Fox Ct	12,203	-	-	-	-	12,203
Roadways	Paving	Greenbrier Road	18,593	-	-	-	-	18,593
Roadways	Paving	High Meadow Rd	38,564	-	-	-	-	38,564
Roadways	Paving	Linden Ave	74,338	-	-	-	-	74,338
Roadways	Paving	Macholowski	135,893	-	-	-	-	135,893
Roadways	Paving	Quaker Ln	64,874	-	-	-	-	64,874
Roadways	Paving	Rocky Hill Road - Drainage	175,000	-	-	-	-	175,000
Roadways	Paving	Spinning Wheel Rd	81,238	-	-	-	-	81,238
Roadways	Paving	Tashua Pkwy	130,133	-	-	-	-	130,133
Roadways	Paving	Drainage	150,000	-	-	-	-	150,000
Roadways	Paving	Video Inspection for Plan Year Road	35,000	-	-	-	-	35,000
Roadways	Paving	Aquarion		207,315				(207,315)
Roadways	Paving	Additional Funding for CY14	475,000					475,000
* Projected costs are gross		<b>Roadways Total</b>	<b>\$1,641,116</b>	<b>\$ 207,315</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,433,801</b>
Local Transportation Capital Improvement Program (LOTICIP)								

BUILDING	CATEGORY	DESCRIPTION	CY 2016 CAPITAL PLAN	Funding Sources					
				LOCIP	GRANT	UNITED ILLUMINATING**	BUDGET	ROAD AID	BOND
Trumbull Library	Thermal & Moisture Protection	Roof Replacement (Old Section)	190,000	-	-	-	-	-	190,000
		<b>Total Trumbull Library</b>	<b>\$ 190,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 190,000</b>
Town Hall	Misc	Video System - Council Chambers	40,000	-	-	-	-	-	40,000
		<b>Total Town Hall</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>
Police Hdqtrs	Paving	Parking Lot	88,000	-	-	-	-	-	88,000
Police Hdqtrs	Finishes	Flooring - VCT	47,500	-	-	-	-	-	47,500
Police Hdqtrs	Thermal & Moisture Protection	Repoint/Seal Exterior Brickwork	90,700	-	-	-	-	-	90,700
Police Hdqtrs	Electrical	Keyless Entry	50,000	-	-	-	-	-	50,000
Police Hdqtrs	Misc	Cell Block Modification - Completion	125,000	-	-	-	-	-	125,000
Police Hdqtrs	Misc	Locker Rm Renovations & Expansion - Design	50,000	-	-	-	-	-	50,000
		<b>Total Police Headquarters</b>	<b>\$ 451,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 451,200</b>
Senior Ctr	Construction	New Senior/Community Center-Design	500,000	-	-	-	-	-	500,000
		<b>Total Senior Center</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>
EMS Building	Site Construction	Building Study/Architectural	50,000	-	-	-	-	-	50,000
		<b>Total EMS Building</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
		<b>PUBLIC FACILITIES TOTAL</b>	<b>\$ 1,231,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,231,200</b>

\*\*United Illuminating Incentives are calculated at 15% of project total for Helen Plumb Building and Main Library and at 30% of project cost for the Senior Center.

CATEGORY	LOCATION	DESCRIPTION	Funding Sources					
			CY 2016 Capital Plan	LOCIP	GRANT	BUDGET	ROAD AID	BOND
Parks	Gunther Park	Dam Restoration	45,000	-	-	-	-	45,000
<b>Total Parks</b>			<b>45,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,000</b>
Paving	Unity Park	Drainage Repairs	190,500	-	-	-	-	190,500
Paving	Twin Brooks	Drainage Repairs	200,000	-	-	-	-	200,000
<b>Total Paving</b>			<b>390,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>390,500</b>
Pools	Beaches Pool	Restorallon of Concrete Pool Shell	250,000	-	-	-	-	250,000
<b>Total Pools</b>			<b>250,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250,000</b>
<b>GRAND TOTAL - PARK IMPROVEMENTS</b>			<b>\$ 685,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 685,500</b>

\* Projected costs are gross amounts; actual bonded amounts will be net of any other funding sources, including State reimbursements.

DEPT	Make	MODEL / DESCRIPTION	YEAR	Funding Sources						
				CY 2016 Capital Plan	LOCIP	GRANT	BUDGET	ROAD AID	BOND	TOTAL
Highway	JOHN DEERE	BACKHOE 310G DEERE	1996	\$ 124,000	\$ -	\$ -	\$ -	\$ -	\$ 124,000	\$ 124,000
Highway	INTERNATIONAL	SNOWPLOW/SANDER	1992	189,500	-	-	-	-	189,500	189,500
Highway	REEDS	SCREENALL		170,000	-	-	-	-	170,000	170,000
<b>Highway Total</b>				<b>483,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>483,500</b>	<b>483,500</b>
EMS	FORD	Whld Model E450	2008	175,000	-	-	-	-	175,000	175,000
<b>EMS Total</b>				<b>175,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>175,000</b>	<b>175,000</b>
<b>GRAND TOTAL</b>				<b>\$ 658,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 658,500</b>	<b>\$ 658,500</b>

CATEGORY	LOCATION	DESCRIPTION	CY 2016 Funding Sources					
			Capital Plan	LOCIP	GRANT	BUDGET	ROAD AID	BOND
Engineering	Colony Road	Sedimentation Removal Design	\$ 82,000	\$ -	\$ -	\$ -	\$ -	\$ 82,000
Engineering	Lake Ave	Sedimentation Removal Design	60,000	-	-	-	-	\$ 60,000
Engineering	Route 111	Pequonnock Multi Use Trail Crossing	86,000	-	-	-	-	\$ 86,000
Engineering	Route 111/Old Mine	Intersection Design	65,000	-	-	-	-	\$ 65,000
Engineering	Whitney Ave	Pequonnock Multi Use Trail Crossing	57,000	-	-	-	-	\$ 57,000
Engineering	TownWide Bridges	Design/Construction for State Wide Inspection on Various	50,000	-	-	-	-	\$ 50,000
<b>Engineering Total</b>			<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>
<b>GRAND TOTAL</b>			<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>

CATEGORY	LOCATION	DESCRIPTION	CY 2016 Funding Sources					TOTAL	
			Capital Plan	LOCIP	GRANT	BUDGET	ROAD AID		BOND
WPCA	Various Roads	Town Wide Repairs	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
WPCA	Beardsley Pump Station	Flow Analysis	100,000	-	-	-	-	100,000	100,000
WPCA	Town Wide	Emergency Bypass Forcemain Connect on	55,000	-	-	-	-	55,000	55,000
WPCA	Town Wide	Emergency Bypass Portable Pump w/trailer	50,000	-	-	-	-	50,000	50,000
WPCA	Park Ave Pump Station	Pump Station Des gn	263,000	-	-	-	-	263,000	263,000
<b>WPCA Total</b>			<b>\$ 568,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 568,000</b>	<b>\$ 568,000</b>

\* Projected costs are gross amounts, actual bonded amounts will be net of any other funding sources, including State reimbursements.

## Department of Housing

CDBG-Small Cities and Technical  
Services Division

### Community Development

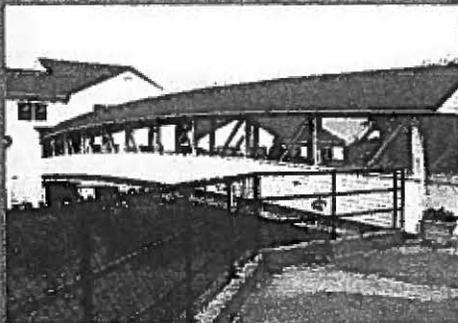
#### Block Grant

(Small Cities Program)

This federally funded program is passed through the Department of Housing from the U.S., Dept. of Housing & Urban Development (HUD)



Litchfield Housing



Plymouth Eli Whitney Bridge  
to Senior Housing

#### For More Information Contact:

Dimple Desai

Community Development Director

Department of Housing

505 Hudson Street

Hartford, CT 06106

860-270-8012 Office

860-206-5741 Fax

dimple.desai@ct.gov

www.dnh.org

## State of Connecticut

### Department of Housing

## CDBG SMALL CITIES PROGRAM

#### Eligible Activities:

(Section 105a of the Housing and Community Development Act)

- Acquisition of Real Property
- Public Facilities and Improvements
- Code Enforcement
- Clearance, Rehabilitation, Reconstruction, and Construction of Buildings (including housing)
- Architectural Barrier Removal
- Disposition of Real Property
- Public Services
- Relocation
- Planning and Capacity Building
- Program Administrative Costs
- Assistance to neighborhood Organizations, Local Development Corps, and Non-Profits
- Energy Efficiency/Conservation
- Economic Development Assistance to For-Profit Businesses
- Technical Assistance
- Housing Services
- Assistance to Institutions of Higher Education
- Homeownership Assistance

#### Ineligible Activities:

- New construction of permanent residential structures
- Buildings for government (except ADA improvements)
- Political activities
- Income payments
- Faith based assistance used for primarily religious activities

#### National Objective:

- Low and Moderate income persons
- Area Benefit
- Limited Clientele
  
- Direct Benefit (housing rehabilitation and jobs)
- Slum and blight
- Area basis
- Spot slum and blight
  
- Urgent Need
- Sudden and unexpected
- Within 18 months
- No other funds available

#### Eligible Communities:

- See list of CDBG-Small Cities Eligible CT Towns

**CDBG -**  
**SMALL CITES**  
**ELIGIBLE**  
**CONNECTICUT**  
**TOWNS:**

Andover  
Ansonia  
Ashford  
Avon  
Bantam (Litchfield)  
Barkhamsted  
Beacon Falls  
Berlin  
Bethany  
Bethel  
Bethlehem  
Bloomfield  
Bolton  
Bozrah  
Branford  
Bridgewater  
Brookfield  
Brooklyn  
Burlington  
Canaan  
Canterbury  
Canton  
Chaplin  
Cheshire  
Chester  
Clinton  
Colchester  
Colebrook  
Columbia  
Cornwall  
Coventry  
Cromwell  
Danielson (Killingly)  
Darien  
Deep River  
Derby  
Durham  
East Granby  
East Haddam  
East Hampton  
East Haven  
East Lyme  
East Windsor  
Eastford  
Easton  
Ellington  
Enfield  
Essex

Farmington  
Fenwick (Old Saybrook)  
Franklin  
Glastonbury  
Goshen  
Granby  
Griswold  
Groton  
Groton-City  
Groton Long Point  
Guilford  
Haddam  
Hampton  
Hartland  
Harwinton  
Hebron  
Jewett City (Griswold)  
Kent  
Killingly  
Killingworth  
Lebanon  
Ledyard  
Lisbon  
Litchfield (Borough)  
Lyme  
Madison  
Mansfield  
Marlborough  
Middlebury  
Middlefield  
Monroe  
Montville  
Morris  
Naugatuck  
New Canaan  
New Fairfield  
New Hartford  
New Milford  
Newington  
Newtown  
Newtown (Borough)  
Norfolk  
North Branford  
North Canaan  
North Haven  
North Stonington  
Old Lyme  
Old Saybrook  
Orange  
Oxford  
Plainfield  
Plainville  
Plymouth

Pomfret  
Portland  
Preston  
Prospect  
Putnam  
Redding  
Ridgefield  
Rocky Hill  
Roxbury  
Salem  
Salisbury  
Scotland  
Seymour  
Sharon  
Shelton  
Sherman  
Simsbury  
Somers  
South Windsor  
Southbury  
Southington  
Sprague  
Stafford  
Sterling  
Stonington  
Stonington (Borough)  
Suffield  
Thomaston  
Thompson  
Tolland  
Torrington  
Trumbull  
Union  
Vernon  
Voluntown  
Wallingford  
Warren  
Washington  
Waterford  
Watertown  
Westbrook  
Weston  
Westport  
Wethersfield  
Willington  
Wilton  
Winchester  
Windham  
Windsor  
Windsor Locks  
Wolcott  
Woodbridge  
Woodbury  
Woodstock



Dannel P. Malloy  
Governor

STATE OF CONNECTICUT  
DEPARTMENT OF HOUSING



Evonne M. Klein  
Commissioner

**CDBG**  
Small Cities Program

**Small Cities Bulletin**  
Bulletin Number: 2015-008

**To: Small Cities Grantees and Interested Parties**

**Date: December 21, 2015**

**From: Dimple Desai, CD Director, DOH  
CDBG Small Cities and Technical Services**

**Subject: CHRO Requirements per CGS 4a-60g (PA15-5)**

The purpose of this Bulletin is to inform and remind the municipalities of their obligations under Connecticut General Statutes Section 4a-60g, as amended as of October 1, 2015.

The particular language of this statute, as recently amended, pertains to the "Municipal Public Works Contract" (see definition below).

**Municipal public works contract means that portion of an agreement entered into on or after October 1, 2015, between any individual, firm or corporation and a municipality for the construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, which is financed in whole or in part by the state, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees but excluding any project of an alliance district, as defined in section 10-262u, financed by state funding in an amount equal to fifty thousand dollars or less."**

The new provisions of this amendment would be applicable to Small Cities CDBG projects that fall within that definition. In general, it is the obligation and responsibility of each municipality to determine how it will comply with this new CHRO requirements for the State funds (including State administered funds) it receives.

Please be advised that for specific guidance as to how the statute would apply, the grantees should get in touch with CHRO, as it is the administering/enforcing agency. More information such as applicability of the new law and FAQs is available at the links to CHRO's website below:

<http://www.ct.gov/chro/site/default.asp>  
<http://www.ct.gov/chro/lib/chro/CCFAQsPDF.pdf>

Please review these requirements and adjust your program accordingly. Should you have any questions concerning this bulletin, please contact Dimple Desai at [dimple.desai@ct.gov](mailto:dimple.desai@ct.gov) or at 860-270-8012.



**EQUAL HOUSING  
OPPORTUNITY**

**We Do Business in Accordance With the Federal Fair  
Housing Law**

(The Fair Housing Amendments Act of 1988)

**It is Illegal to Discriminate Against Any Person  
Because of Race, Color, Religion, Sex,  
Handicap, Familial Status, or National Origin**

In the sale or rental of housing or  
residential lots

In the provision of real estate  
brokerage services

In advertising the sale or rental  
of housing

In the appraisal of housing

In the financing of housing

Blockbusting is also illegal

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**Anyone who feels he or she has been  
discriminated against may file a complaint of  
housing discrimination:**

**1-800-669-9777 (Toll Free)**

**1-800-927-9275 (TTY)**

**[www.hud.gov/fairhousing](http://www.hud.gov/fairhousing)**

**U.S. Department of Housing and  
Urban Development  
Assistant Secretary for Fair Housing and  
Equal Opportunity  
Washington, D.C. 20410**

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**EQUAL HOUSING  
OPPORTUNITY**  
**IGUALDAD DE OPORTUNIDADES  
EN LA VIVIENDA**

**Nuestras prácticas de negocios cumplen la ley federal  
de equidad en la vivienda**

(Enmienda a la ley de Equidad en la vivienda de 1988)

**Es ilegal discriminar contra ninguna persona a  
causa de su raza, color, religión, sexo,  
discapacidad, situación familiar u origen nacional**

- En la venta o el alquiler de viviendas o lotes residenciales
- En la publicidad relacionada con la venta o el alquiler de viviendas
- En la financiación de la vivienda
- En la provisión de servicios de corredores de bienes raíces
- En la tasación de viviendas
- Las tácticas de intimidación (Blockbusting) también son ilegales

**Cualquier persona que crea que ha sido discriminada puede presentar una reclamación de discriminación en la vivienda:**

**1-800-669-9777 (Línea gratuita)  
1-800-927-9275 (TTY)  
[www.hud.gov/fairhousing](http://www.hud.gov/fairhousing)**

**U.S. Department of Housing and  
Urban Development  
Assistant Secretary for Fair Housing and  
Equal Opportunity  
Washington, D.C. 20410**

# Equal Employment Opportunity is **THE LAW**

## **Private Employers, State and Local Governments, Educational Institutions, Employment Agencies and Labor Organizations**

Applicants to and employees of most private employers, state and local governments, educational institutions, employment agencies and labor organizations are protected under Federal law from discrimination on the following bases:

### **RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN**

Title VII of the Civil Rights Act of 1964, as amended, protects applicants and employees from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment, on the basis of race, color, religion, sex (including pregnancy), or national origin. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose undue hardship.

### **DISABILITY**

Title I and Title V of the Americans with Disabilities Act of 1990, as amended, protect qualified individuals from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship.

### **AGE**

The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees 40 years of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

### **SEX (WAGES)**

In addition to sex discrimination prohibited by Title VII of the Civil Rights Act, as amended, the Equal Pay Act of 1963, as amended, prohibits sex discrimination in the payment of wages to women and men performing substantially equal work, in jobs that require equal skill, effort, and responsibility, under similar working conditions, in the same establishment.

### **GENETICS**

Title II of the Genetic Information Nondiscrimination Act of 2008 protects applicants and employees from discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees, or their family members; the manifestation of diseases or disorders in family members (family medical history); and requests for or receipt of genetic services by applicants, employees, or their family members.

### **RETALIATION**

All of these Federal laws prohibit covered entities from retaliating against a person who files a charge of discrimination, participates in a discrimination proceeding, or otherwise opposes an unlawful employment practice.

### **WHAT TO DO IF YOU BELIEVE DISCRIMINATION HAS OCCURRED**

There are strict time limits for filing charges of employment discrimination. To preserve the ability of EEOC to act on your behalf and to protect your right to file a private lawsuit, should you ultimately need to, you should contact EEOC promptly when discrimination is suspected:

The U.S. Equal Employment Opportunity Commission (EEOC), 1-800-669-4000 (toll-free) or 1-800-669-6820 (toll-free TTY number for individuals with hearing impairments). EEOC field office information is available at [www.eeoc.gov](http://www.eeoc.gov) or in most telephone directories in the U.S. Government or Federal Government section. Additional information about EEOC, including information about charge filing, is available at [www.eeoc.gov](http://www.eeoc.gov).

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## Employers Holding Federal Contracts or Subcontracts

Applicants to and employees of companies with a Federal government contract or subcontract are protected under Federal law from discrimination on the following bases:

### **RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN**

Executive Order 11246, as amended, prohibits job discrimination on the basis of race, color, religion, sex or national origin, and requires affirmative action to ensure equality of opportunity in all aspects of employment.

### **INDIVIDUALS WITH DISABILITIES**

Section 503 of the Rehabilitation Act of 1973, as amended, protects qualified individuals from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship. Section 503 also requires that Federal contractors take affirmative action to employ and advance in employment qualified individuals with disabilities at all levels of employment, including the executive level.

### **DISABLED, RECENTLY SEPARATED, OTHER PROTECTED, AND ARMED FORCES SERVICE MEDAL VETERANS**

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, prohibits job discrimination and requires affirmative action to employ and advance in employment disabled veterans, recently separated veterans (within

three years of discharge or release from active duty), other protected veterans (veterans who served during a war or in a campaign or expedition for which a campaign badge has been authorized), and Armed Forces service medal veterans (veterans who, while on active duty, participated in a U.S. military operation for which an Armed Forces service medal was awarded).

### **RETALIATION**

Retaliation is prohibited against a person who files a complaint of discrimination, participates in an OFCCP proceeding, or otherwise opposes discrimination under these Federal laws.

Any person who believes a contractor has violated its nondiscrimination or affirmative action obligations under the authorities above should contact immediately:

The Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, 200 Constitution Avenue, N.W., Washington, D.C. 20210, 1-800-397-6251 (toll-free) or (202) 693-1337 (TTY). OFCCP may also be contacted by e-mail at [OFCCP-Public@dol.gov](mailto:OFCCP-Public@dol.gov), or by calling an OFCCP regional or district office, listed in most telephone directories under U.S. Government, Department of Labor.

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## Programs or Activities Receiving Federal Financial Assistance

### **RACE, COLOR, NATIONAL ORIGIN, SEX**

In addition to the protections of Title VII of the Civil Rights Act of 1964, as amended, Title VI of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color or national origin in programs or activities receiving Federal financial assistance. Employment discrimination is covered by Title VI if the primary objective of the financial assistance is provision of employment, or where employment discrimination causes or may cause discrimination in providing services under such programs. Title IX of the Education Amendments of 1972 prohibits employment discrimination on the basis of sex in educational programs or activities which receive Federal financial assistance.

### **INDIVIDUALS WITH DISABILITIES**

Section 504 of the Rehabilitation Act of 1973, as amended, prohibits employment discrimination on the basis of disability in any program or activity which receives Federal financial assistance. Discrimination is prohibited in all aspects of employment against persons with disabilities who, with or without reasonable accommodation, can perform the essential functions of the job.

If you believe you have been discriminated against in a program of any institution which receives Federal financial assistance, you should immediately contact the Federal agency providing such assistance.

# La igualdad de oportunidades de empleo es **LA LEY**

## **Empleadores privados, gobiernos locales y estatales, instituciones educativas, agencias de empleo y organizaciones de trabajo**

Los postulantes y empleados de la mayoría de los empleadores privados, los gobiernos locales y estatales, las instituciones educativas, las agencias de empleo y las organizaciones de trabajo están protegidos por la ley federal contra la discriminación en función de:

### **RAZA, COLOR, RELIGIÓN, SEXO, PROCEDENCIA**

El Título VII de la Ley de Derechos Civiles (Civil Rights Act) de 1964, con sus modificaciones, protege a los postulantes y a los empleados contra la discriminación en lo que respecta a la contratación, los ascensos, los despidos, los pagos, las compensaciones adicionales, la capacitación laboral, la clasificación, las referencias y los demás aspectos del empleo, en función de raza, color, religión, sexo (incluidas las embarazadas) o procedencia. La discriminación religiosa se refiere a la falta de adaptación razonable a las prácticas religiosas de un empleado, siempre y cuando dicha adaptación no provoque una dificultad económica desmedida para la compañía.

### **DISCAPACIDAD**

Los Títulos I y V de la Ley de Estadounidenses con Discapacidades (Americans with Disabilities Act) de 1990, con sus modificaciones, protege a las personas idóneas contra la discriminación por discapacidad en lo que respecta a la contratación, los ascensos, los despidos, los pagos, las compensaciones adicionales, la capacitación laboral, la clasificación, las referencias y los demás aspectos del empleo. La discriminación por discapacidad se refiere a la falta de adaptaciones razonables para las limitaciones físicas o mentales de una persona idónea que tiene una discapacidad y que es un postulante o un empleado, salvo que dichas adaptaciones provoquen una dificultad económica desmedida para la compañía.

### **EDAD**

La Ley contra la Discriminación Laboral por Edad (Age Discrimination in Employment Act) de 1967, con sus modificaciones, protege a los postulantes y empleados de 40 años o más contra la discriminación por cuestiones de edad en lo que respecta a la contratación, los ascensos, los despidos, los pagos, las compensaciones adicionales, la capacitación laboral, la clasificación, las referencias y los demás aspectos del empleo.

### **SEXO (SALARIOS)**

Además de lo establecido en el Título VII de la Ley de Derechos Civiles, con sus modificaciones, la Ley de Igualdad en las Remuneraciones (Equal Pay Act) de 1963, con sus modificaciones, también prohíbe la discriminación sexual en el pago de los salarios a las mujeres y los hombres que realicen básicamente el mismo trabajo, en empleos que requieran las mismas habilidades, esfuerzo y responsabilidad, en condiciones laborales similares, en el mismo establecimiento.

### **GENÉTICA**

El Título II de la Ley de No Discriminación por Información Genética (Genetic Information Nondiscrimination Act, GINA) de 2008 protege a los postulantes y empleados contra la discriminación basada en la información genética en lo que respecta a la contratación, los ascensos, los despidos, los pagos, las compensaciones adicionales, la capacitación laboral, la clasificación, las referencias y los demás aspectos del empleo. La GINA también limita la adquisición de información genética por parte de los empleadores y condiciona de manera estricta su divulgación. La información genética incluye las pruebas genéticas de los postulantes, empleados o integrantes de sus familias, la manifestación de enfermedades o trastornos de los miembros de la familia (historia médica familiar) y las solicitudes o la recepción de servicios genéticos por parte de los postulantes, empleados o integrantes de sus familias.

### **REPRESALIAS**

Todas estas leyes federales prohíben a las entidades cubiertas que tomen represalias en contra de una persona que presenta una carga por discriminación, participa en un procedimiento por discriminación o que, de algún otro modo, se opone a una práctica laboral ilícita.

### **QUÉ DEBE HACER SI CONSIDERA QUE ES VÍCTIMA DE LA DISCRIMINACIÓN**

Existen plazos estrictos para presentar cargos por discriminación laboral. A fin de preservar la capacidad de la Comisión para la Igualdad de Oportunidades en el Empleo (Equal Employment Opportunity Commission, EEOC) de actuar en representación suya y proteger su derecho a iniciar una demanda privada si fuese necesario en última instancia, debe comunicarse con la EEOC apenas sospeche que se produjo un hecho de discriminación: Comisión para la Igualdad de Oportunidades en el Empleo de los Estados Unidos, 1-800-669-4000 (línea gratuita) o 1-800-669-6820 (línea gratuita TTY para las personas con problemas auditivos). Puede encontrar información sobre las sucursales de la EEOC en [www.eeoc.gov](http://www.eeoc.gov) o en la mayoría de las guías telefónicas en la sección Gobierno Federal o Gobierno de los Estados Unidos. También puede obtener información adicional sobre la EEOC, incluso cómo presentar un cargo, en [www.eeoc.gov](http://www.eeoc.gov).

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## Empleadores que tengan contratos o subcontratos con el gobierno federal

Los postulantes y empleados de las compañías que tengan un contrato o subcontrato con el gobierno federal están protegidos por la ley federal contra la discriminación en función de:

### RAZA, COLOR, RELIGIÓN, SEXO, PROCEDENCIA

El Decreto Ejecutivo 11246, con sus modificaciones, prohíbe la discriminación en el trabajo en función de raza, color, religión, sexo o procedencia y exige que se implementen acciones afirmativas para garantizar la igualdad de oportunidades en todos los aspectos laborales.

### PERSONAS CON DISCAPACIDADES

La Sección 503 de la Ley de Rehabilitación (*Rehabilitation Act*) de 1973, con sus modificaciones, protege a las personas idóneas contra la discriminación por discapacidad en lo que respecta a la contratación, los ascensos, los despidos, los pagos, las compensaciones adicionales, la capacitación laboral, la clasificación, las referencias y los demás aspectos del empleo. La discriminación por discapacidad se refiere a la falta de adaptaciones razonables para las limitaciones físicas o mentales de una persona idónea que tiene una discapacidad y que es un postulante o un empleado, salvo que dichas adaptaciones provoquen una dificultad económica desmedida para la compañía. La Sección 503 también exige que los contratistas federales implementen acciones afirmativas para emplear y avanzar en el empleo de personas idóneas con discapacidades en todos los niveles laborales, incluido el nivel ejecutivo.

### VETERANOS DISCAPACITADOS, RECIÉN RETIRADOS, BAJO PROTECCIÓN Y CON MEDALLA POR SERVICIO A LAS FUERZAS ARMADAS

La Ley de Asistencia a la Readaptación de Veteranos de Vietnam (*Vietnam Era Veterans' Readjustment Assistance Act*) de 1974, con sus modificaciones, 38 U.S.C. 4212, prohíbe la discriminación laboral y exige que se implementen acciones afirmativas para emplear y avanzar en el empleo de los veteranos discapacitados, recién retirados

(en el plazo de los tres años posteriores a la baja o al cese del servicio activo), otros veteranos bajo protección (los veteranos que prestaron servicio durante una guerra o en una campaña o expedición para la cual se les autorizó una insignia de campaña) y los veteranos con medalla por servicio a las Fuerzas Armadas (aquellos que durante el servicio activo, participaron en una operación militar de los Estados Unidos por la cual se los reconoció con una medalla por servicio a las Fuerzas Armadas).

### REPRESALIAS

Quedan prohibidas las represalias contra una persona que presenta una demanda por discriminación, participa en un procedimiento de la Oficina de Programas de Cumplimiento de Contratos Federales (*Office of Federal Contract Compliance Programs, OFCCP*) o que se oponga, de algún otro modo, a la discriminación según estas leyes federales.

Toda persona que considere que un contratista violó sus obligaciones de acción afirmativa o no discriminación según las autoridades mencionadas anteriormente debe comunicarse de inmediato con:

La Oficina de Programas de Cumplimiento de Contratos Federales (OFCCP), Departamento de Trabajo de los Estados Unidos, 200 Constitution Avenue, N.W., Washington, D.C. 20210, teléfono 1-800-397-6251 (línea gratuita) o (202) 693-1337 (línea TTY). También puede enviar un mensaje de correo electrónico a la OFCCP (OFCCP-Public@dol.gov) o bien, llamar a una de sus oficinas regionales o del distrito, las cuales aparecen en la mayoría de las guías telefónicas en la sección Gobierno de los Estados Unidos, Departamento de Trabajo.

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## Programas o actividades que reciben asistencia financiera federal

### RAZA, COLOR, PROCEDENCIA, SEXO

Además de las protecciones establecidas en el Título VII de la Ley de Derechos Civiles de 1964 y sus modificaciones, el Título VI de dicha ley, con sus modificaciones, prohíbe la discriminación por raza, color o procedencia en los programas o las actividades que reciben asistencia financiera federal. La discriminación laboral está cubierta por el Título VI si el objetivo principal de la asistencia financiera es brindar empleo, o si la discriminación laboral provoca o puede provocar discriminación cuando se proporcionan los servicios de dichos programas. El Título IX de las Reformas Educativas de 1972 prohíbe la discriminación laboral según el sexo en los programas o las actividades educativas que reciben asistencia financiera federal.

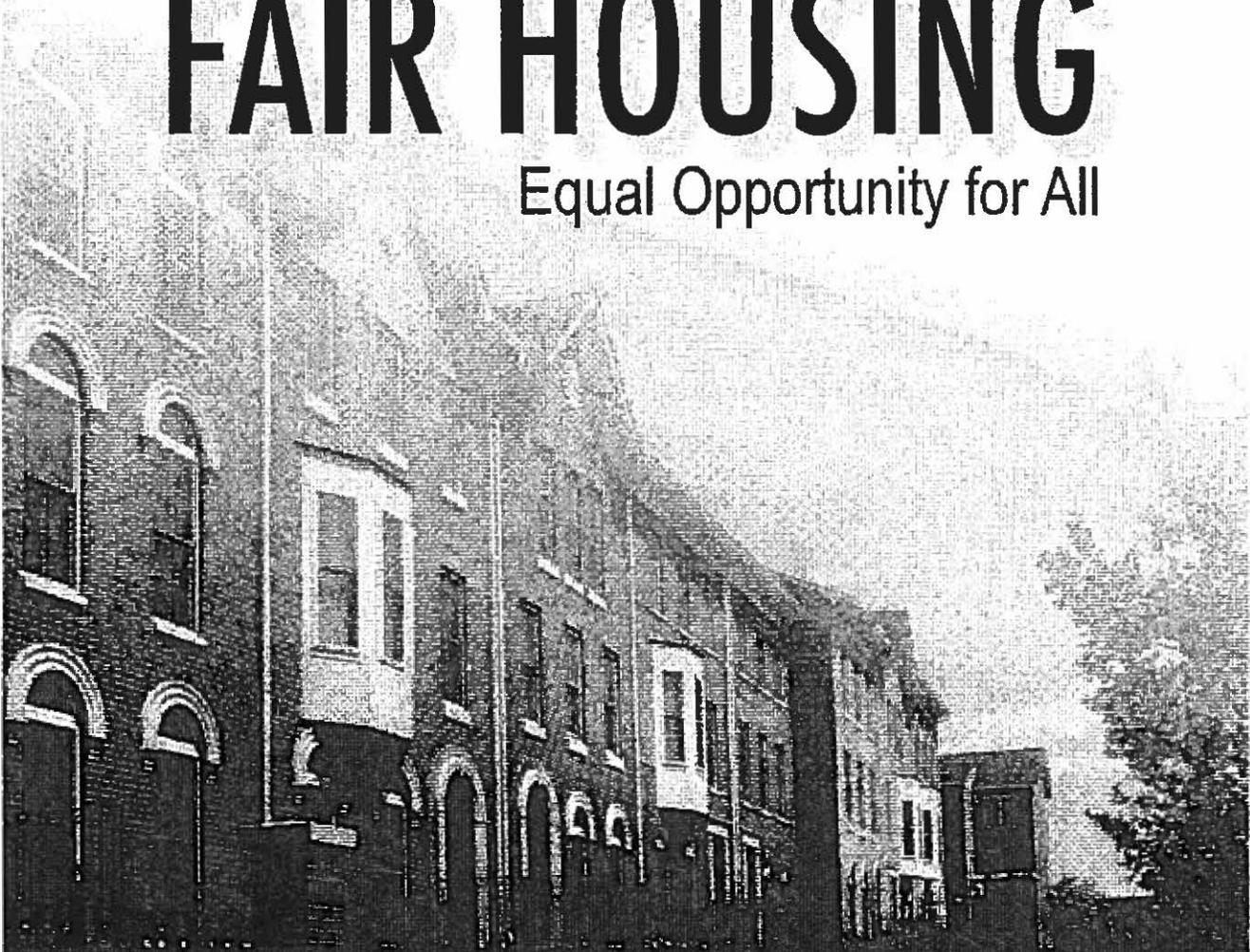
### PERSONAS CON DISCAPACIDADES

La Sección 504 de la Ley de Rehabilitación de 1973, con sus modificaciones, prohíbe la discriminación laboral por discapacidad en cualquier programa o actividad que reciba asistencia financiera federal. Queda prohibida la discriminación en todos los aspectos laborales contra las personas discapacitadas que, con o sin adaptaciones razonables, pueden desempeñar las funciones esenciales del trabajo.

Si cree que ha sido víctima de discriminación en algún programa de una institución que recibe asistencia financiera federal, debe comunicarse de inmediato con la agencia federal que brinda dicha asistencia.

# FAIR HOUSING

Equal Opportunity for All



## **FAIR HOUSING – EQUAL OPPORTUNITY FOR ALL**

America, in every way, represents equality of opportunity for all persons. The rich diversity of its citizens and the spirit of unity that binds us all symbolize the principles of freedom and justice upon which this nation was founded. That is why it is extremely disturbing when new immigrants, minorities, families with children, and persons with disabilities are denied the housing of their choice because of illegal discrimination.

The Department of Housing and Urban Development (HUD) enforces the Fair Housing Act, which prohibits discrimination and the intimidation of people in their homes, apartment buildings, and condominium developments – in nearly all housing transactions, including the rental and sale of housing and the provision of mortgage loans.

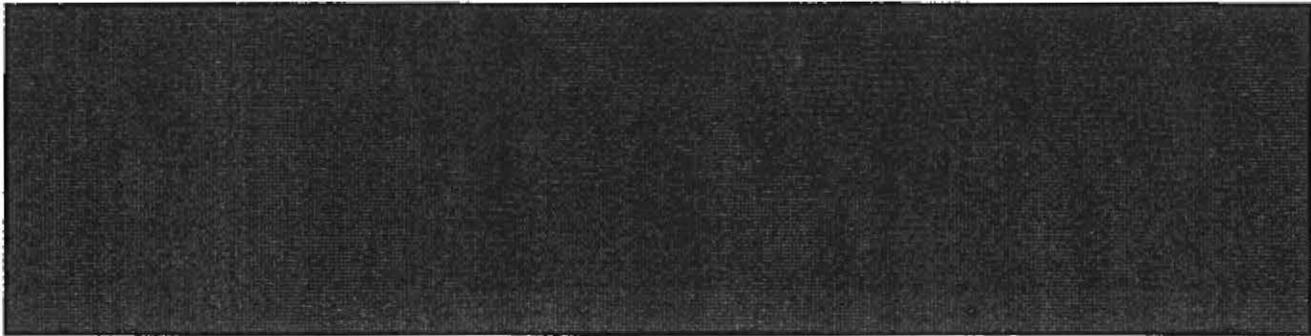
Equal access to rental housing and homeownership opportunities is the cornerstone of this nation's federal housing policy. Housing providers who refuse to rent or sell homes to people based on race, color, national origin, religion, sex, familial status, or disability are violating federal law, and HUD will vigorously pursue enforcement actions against them.

Housing discrimination is not only illegal, it contradicts in every way the principles of freedom and opportunity we treasure as Americans. HUD is committed to ensuring that everyone is treated equally when searching for a place to call home.

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**U.S. Department of Housing and Urban Development (HUD)  
451 7<sup>th</sup> Street, S.W., Washington, D.C. 20410-2000**



## **THE FAIR HOUSING ACT**

The Fair Housing Act prohibits discrimination in housing because of:

- Race or color
- National Origin
- Religion
- Sex
- Familial status (including children under the age of 18 living with parents or legal custodians; pregnant women and people securing custody of children under 18)
- Disability

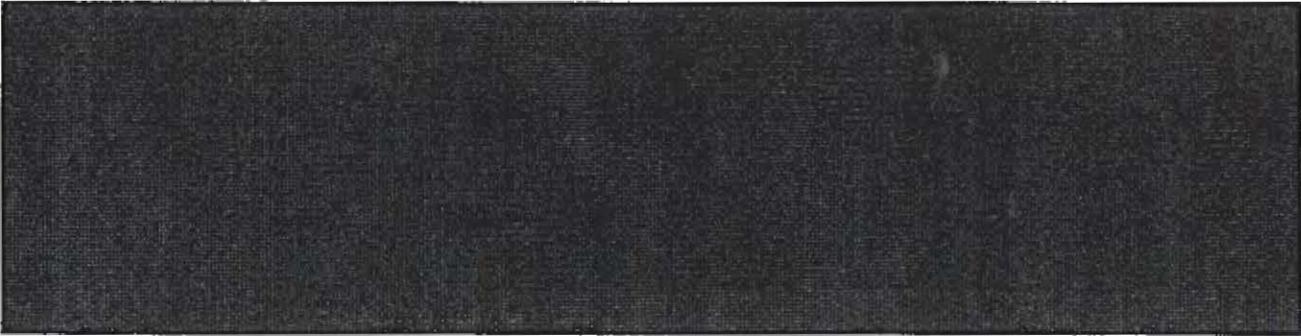
## **WHAT HOUSING IS COVERED?**

The Fair Housing Act covers most housing. In some circumstances, the Act exempts owner-occupied buildings with no more than four units, single-family housing sold or rented without the use of a broker and housing operated by organizations and private clubs that limit occupancy to members.

## **WHAT IS PROHIBITED?**

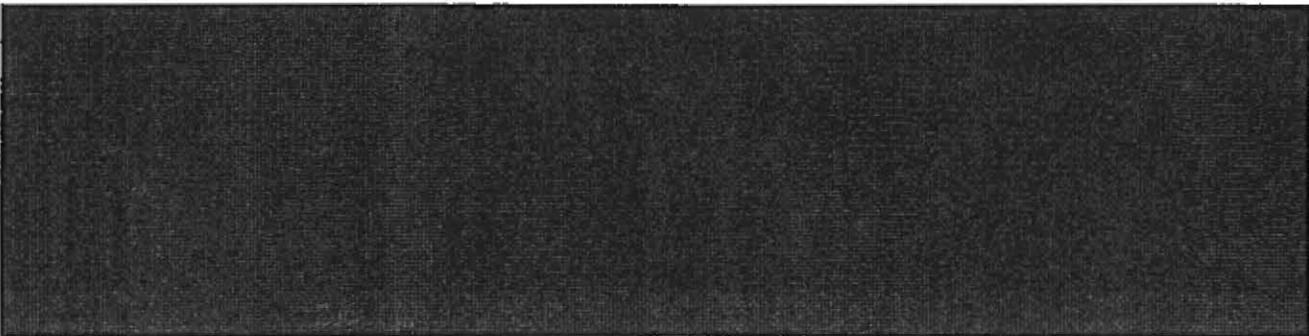
**In the Sale and Rental of Housing:** No one may take any of the following actions based on race, color, religion, sex, disability, familial status, or national origin:

- Refuse to rent or sell housing
- Refuse to negotiate for housing
- Make housing unavailable
- Otherwise deny a dwelling
- Set different terms, conditions or privileges for sale or rental of a dwelling
- Provide different housing services or facilities
- Falsely deny that housing is available for inspection, sale or rental

- 
- For profit, persuade, or try to persuade homeowners to sell or rent dwellings by suggesting that people of a particular race, etc. have moved, or are about to move into the neighborhood (blockbusting) or
  - Deny any person access to, membership or participation in, any organization, facility or service (such as a multiple listing service) related to the sale or rental of dwellings, or discriminate against any person in the terms or conditions of such access, membership or participation.

**In Mortgage Lending:** No one may take any of the following actions based on race, color, religion, sex, disability, familial status, or national origin:

- Refuse to make a mortgage loan
- Refuse to provide information regarding loans
- Impose different terms or conditions on a loan, such as different interest rates, points, or fees
- Discriminate in appraising property
- Refuse to purchase a loan or
- Set different terms or conditions for purchasing a loan.
- In addition, it is a violation of the Fair Housing Act to:
- Threaten, coerce, intimidate or interfere with anyone exercising a fair housing right or assisting others who exercise the right
- Make, print, or publish any statement, in connection with the sale or rental of a dwelling, which indicates a preference, limitation, or discrimination based on race, color, religion, sex, disability, familial status, or national origin. This prohibition against discriminatory advertising applies to single-family and owner-occupied housing that is otherwise exempt from the Fair Housing Act
- Refuse to provide homeowners insurance coverage for a dwelling because of the race, color, religion, sex, disability, familial status, or national origin of the owner and/or occupants of a dwelling
- Discriminate in the terms or conditions of homeowners insurance coverage because of the race, color, religion, sex, disability, familial status, or national origin of the owner and/or occupants of a dwelling

- 
- Refuse to provide available information on the full range of homeowners insurance coverage options available because of the race, etc. of the owner and/or occupants of a dwelling
  - Make print or publish any statement, in connection with the provision of homeowners insurance coverage, that indicates a preference, limitation or discrimination based on race, color, religion, sex, disability, familial status or national origin.

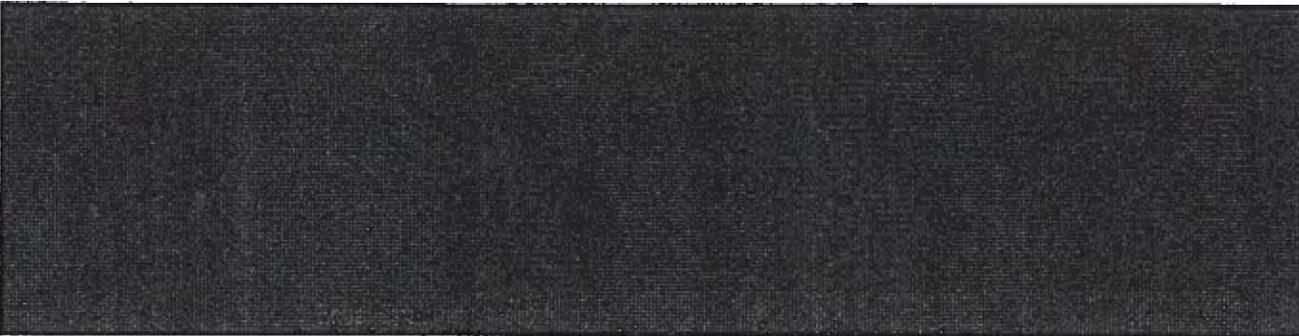
### **ADDITIONAL PROTECTION IF YOU HAVE A DISABILITY**

If you or someone associated with you:

- Have a physical or mental disability (including hearing, mobility and visual impairments, cancer, chronic mental illness, HIV/AIDS, or mental retardation) that substantially limits one or more major life activities
- Have a record of such a disability or
- Are regarded as having such a disability, a housing provider may not:
  - Refuse to let you make reasonable modifications to your dwelling or common use areas, at your expense, if it may be necessary for you to fully use the housing. (Where reasonable, a landlord may permit changes only if you agree to restore the property to its original condition when you move.)
  - Refuse to make reasonable accommodations in rules, policies, practices or services if it may be necessary for you to use the housing on an equal basis with nondisabled persons.

**Example:** A building with a "no pets" policy must allow a visually impaired tenant to keep a guide dog.

**Example:** An apartment complex that offers tenants ample, unassigned parking must honor a request from a mobility-impaired tenant for a reserved space near her apartment if it may be necessary to assure that she can have access to her apartment.



However, the Fair Housing Act does not protect a person who is a direct threat to the health or safety of others or who currently uses illegal drugs.

**Accessibility Requirements for New Multifamily Buildings:** In buildings with four or more units that were first occupied after March 13, 1991, and that have an elevator:

- Public and common use areas must be accessible to persons with disabilities
- All doors and hallways must be wide enough for wheelchairs
- All units must have:
  - An accessible route into and through the unit
  - Accessible light switches, electrical outlets, thermostats and other environmental controls
  - Reinforced bathroom walls to allow later installation of grab bars and
  - Kitchens and bathrooms that can be used by people in wheelchairs.

If a building with four or more units has no elevator and was first occupied after March 13, 1991, these standards apply to ground floor units only.

These accessibility requirements for new multifamily buildings do not replace more stringent accessibility standards required under State or local law.



The Fair Housing Act makes it unlawful to discriminate against a person whose household includes one or more children who are under 18 years of age (familial status). Familial status protection covers households in which one or more minor children live with:

- A parent;
- A person who has legal custody (including guardianship) of a minor child or children; or
- The designee of a parent or legal custodian, with the written permission of the parent or legal custodian.

Familial status protection also extends to pregnant women and any person in the process of securing legal custody of a minor child (including adoptive or foster parents).

**The “Housing for Older Persons” Exemption:** The Fair Housing Act specifically exempts some senior housing facilities and communities from liability for familial status discrimination. Exempt senior housing facilities or communities can lawfully refuse to sell or rent dwellings to families with minor children. In order to qualify for the “housing for older persons” exemption, a facility or community must prove that its housing is:

- Provided under any State or Federal program that HUD has determined to be specifically designed and operated to assist elderly persons (as defined in the State or Federal program); or
- Intended for, and solely occupied by persons 62 years of age or older; or
- Intended and operated for occupancy by persons 55 years of age or older.

**In order to qualify for the “55 or older” housing exemption,** a facility or community must satisfy each of the following requirements:

- at least 80 percent of the units must have at least one occupant who is 55 years of age or older; and

- 
- the facility or community must publish and adhere to policies and procedures that demonstrate the intent to operate as “55 or older” housing; and
  - the facility or community must comply with HUD’s regulatory requirements for age verification of residents.

The “housing for older persons” exemption does not protect senior housing facilities or communities from liability for housing discrimination based on race, color, religion, sex, disability, or national origin.

HUD is ready to help with any problem of housing discrimination. If you think your rights have been violated, you may file a complaint online, write a letter or telephone the HUD office nearest you. You have one year after the alleged discrimination occurred or ended to file a complaint with HUD, but you should file it as soon as possible.

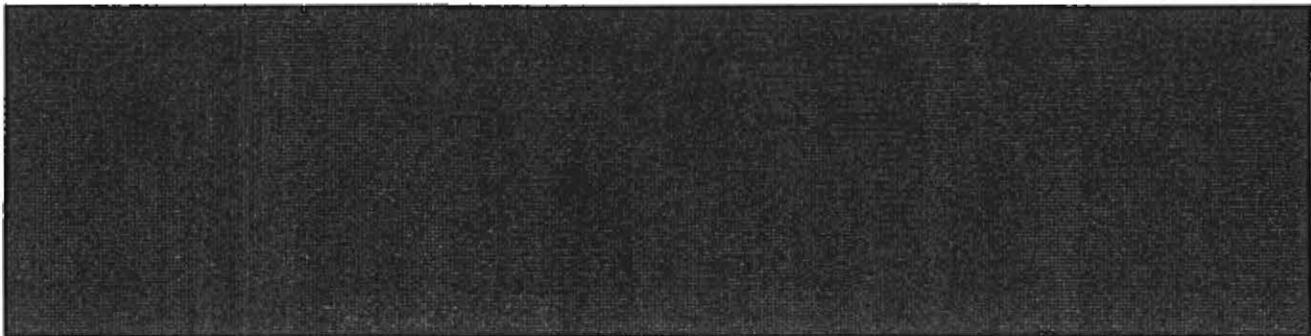
## **IF YOU THINK YOUR RIGHTS HAVE BEEN VIOLATED**

### **What to Tell HUD:**

- Your name and address
- The name and address of the person your complaint is against (the respondent)
- The address or other identification of the housing involved
- A short description of the alleged violation (the event that caused you to believe your rights were violated)
- The date(s) of the alleged violation.

**Where to Write or Call:** File a complaint online, send a letter to the HUD office nearest you, or if you wish, you may call that office directly. Persons who are deaf or hard of hearing and use a TTY, may call those offices through the toll-free Federal Information Relay Service at 1-800-877-8339.

*For Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont:*



**BOSTON REGIONAL OFFICE**

(Complaints\_office\_01@hud.gov)

U.S. Department of Housing and Urban Development

Thomas P. O'Neill Jr. Federal Building

10 Causeway Street, Room 321

Boston, MA 02222-1092

Telephone (617) 994-8300 or 1-800-827-5005

Fax (617) 565-7313 \* TTY (617) 565-5453

*For New Jersey, New York, Puerto Rico and the U.S. Virgin Islands:*

**NEW YORK REGIONAL OFFICE**

(Complaints\_office\_02@hud.gov)

U.S. Department of Housing and Urban Development

26 Federal Plaza, Room 3532

New York, NY 10278-0068

Telephone (212) 542-7519 or 1-800-496-4294

Fax (212) 264-9829 \* TTY (212) 264-0927

*For Delaware, District of Columbia, Maryland, Pennsylvania, Virginia and West Virginia:*

**PHILADELPHIA REGIONAL OFFICE**

(Complaints\_office\_03@hud.gov)

U.S. Department of Housing and Urban Development

The Wanamaker Building

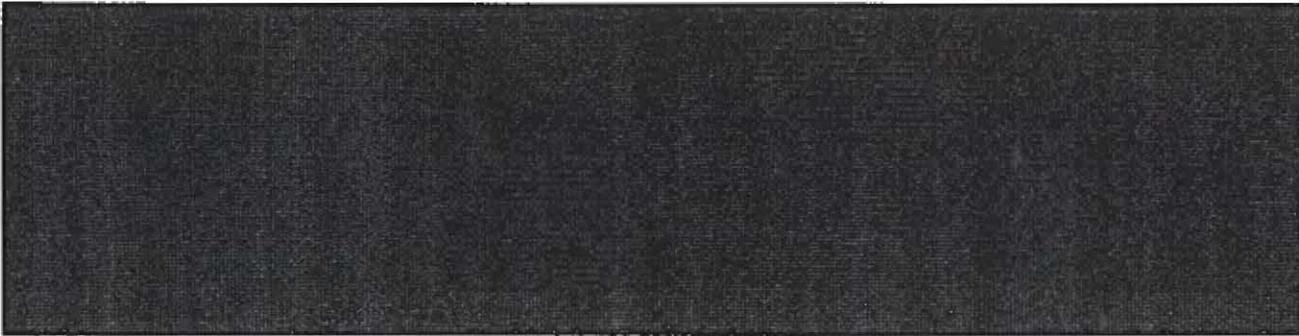
100 Penn Square East

Philadelphia, PA 19107-9344

Telephone (215) 861-7646 or 1-888-799-2085

Fax (215) 656-3449 \* TTY (215) 656-3450

*For Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee:*



**ATLANTA REGIONAL OFFICE**

(Complaints\_office\_04@hud.gov)

U.S. Department of Housing and Urban Development

Five Points Plaza

40 Marietta Street, 16th Floor

Atlanta, GA 30303-2808

Telephone (404) 331-5140 or 1-800-440-8091 x2493

Fax (404) 331-1021 \* TTY (404) 730-2654

*For Illinois, Indiana, Michigan, Minnesota, Ohio and Wisconsin:*

**CHICAGO REGIONAL OFFICE**

(Complaints\_office\_05@hud.gov)

U.S. Department of Housing and Urban Development

Ralph H. Metcalfe Federal Building

77 West Jackson Boulevard, Room 2101

Chicago, IL 60604-3507

Telephone 1-800-765-9372

Fax (312) 886-2837 \* TTY (312) 353-7143

*For Arkansas, Louisiana, New Mexico, Oklahoma and Texas:*

**FORT WORTH REGIONAL OFFICE**

(Complaints\_office\_06@hud.gov)

U.S. Department of Housing and Urban Development

801 Cherry Street

Suite 2500, Unit #45

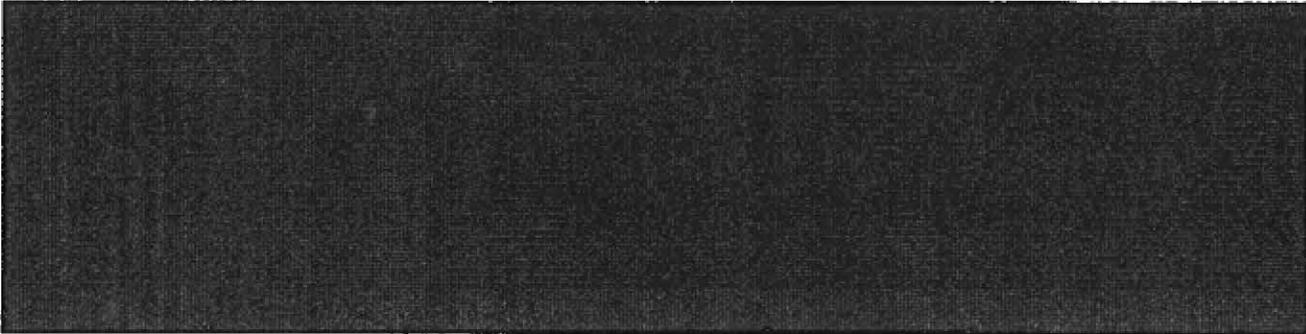
Fort Worth, TX 76102-6803

Telephone (817) 978-5900 or 1-888-560-8913

Fax (817) 978-5876/5851 \* TTY (817) 978-5595

*For Iowa, Kansas, Missouri and Nebraska:*

**KANSAS CITY REGIONAL OFFICE**



*(Complaints\_office\_07@hud.gov)*  
U.S. Department of Housing and Urban Development  
Gateway Tower II  
400 State Avenue, Room 200, 4th Floor  
Kansas City, KS 66101-2406  
Telephone (913) 551-6958 or 1-800-743-5323  
Fax (913) 551-6856 \* TTY (913) 551-6972

*For Colorado, Montana, North Dakota, South Dakota, Utah and Wyoming:*

**DENVER REGIONAL OFFICE**

*(Complaints\_office\_08@hud.gov)*  
U.S. Department of Housing and Urban Development  
1670 Broadway  
Denver, CO 80202-4801  
Telephone (303) 672-5437 or 1-800-877-7353  
Fax (303) 672-5026 \* TTY (303) 672-5248

*For Arizona, California, Hawaii and Nevada:*

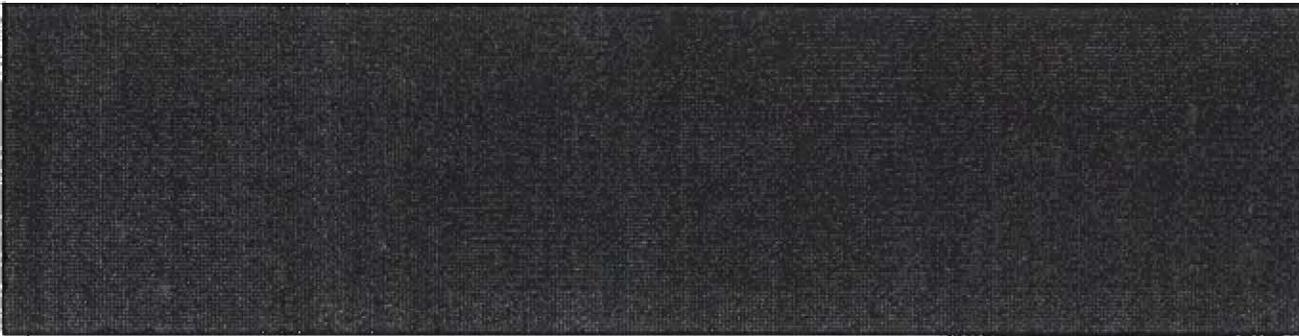
**SAN FRANCISCO REGIONAL OFFICE**

*(Complaints\_office\_09@hud.gov)*  
U.S. Department of Housing and Urban Development  
600 Harrison Street, Third Floor  
San Francisco, CA 94107-1387  
Telephone 1-800-347-3739  
Fax (415) 489-6558 \* TTY (415) 489-6564

*For Alaska, Idaho, Oregon and Washington:*

**SEATTLE REGIONAL OFFICE**

*(Complaints\_office\_10@hud.gov)*  
U.S. Department of Housing and Urban Development  
Seattle Federal Office Building  
909 First Avenue, Room 205  
Seattle, WA 98104-1000  
Telephone (206) 220-5170 or 1-800-877-0246  
Fax (206) 220-5447 \* TTY (206) 220-5185



If after contacting the local office nearest you, you still have questions – you may contact HUD further at:

U.S. Department of Housing and Urban Development  
Office of Fair Housing and Equal Opportunity  
451 7th Street, S.W., Room 5204  
Washington, DC 20410-2000  
Telephone 1-800-669-9777  
Fax (202) 708-1425 \* TTY 1-800-927-9275  
[www.hud.gov/fairhousing](http://www.hud.gov/fairhousing)

**If You Are Disabled:** HUD also provides:

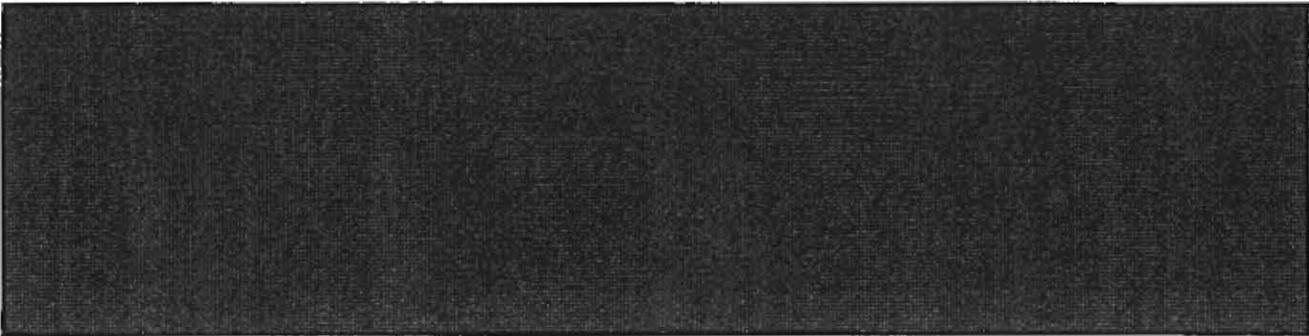
- A TTY phone for the deaf/hard of hearing users (see above list for the nearest HUD office)
- Interpreters, Tapes and Braille materials
- Assistance in reading and completing forms

#### **WHAT HAPPENS WHEN YOU FILE A COMPLAINT?**

HUD will notify you in writing when your complaint is accepted for filing under the Fair Housing Act. HUD also will:

- Notify the alleged violator (respondent) of the filing of your complaint, and allow the respondent time to submit a written answer to the complaint.
- Investigate your complaint, and determine whether or not there is reasonable cause to believe that the respondent violated the Fair Housing Act.
- Notify you and the respondent if HUD cannot complete its investigation within 100 days of filing your complaint, and provide reason for the delay.

**Fair Housing Act Conciliation:** During the complaint investigation, HUD is required to offer you and the respondent the opportunity to voluntarily resolve your complaint with a Conciliation Agreement.



A Conciliation Agreement provides individual relief to you, and protects the public interest by deterring future discrimination by the respondent. Once you and the respondent sign a Conciliation Agreement, and HUD approves the Agreement, HUD will cease investigating your complaint. If you believe that the respondent has violated breached your Conciliation Agreement, you should promptly notify the HUD Office that investigated your complaint. If HUD determines that there is reasonable cause to believe that the respondent violated the Agreement, HUD will ask the U.S. Department of Justice to file suit against the respondent in Federal District Court to enforce the terms of the Agreement.

**Complaint Referrals to State or Local Public Fair Housing Agencies:**

If HUD has certified that your State or local public fair housing agency enforces a civil rights law or ordinance that provides rights, remedies and protections that are “substantially equivalent” to the Fair Housing Act, HUD must promptly refer your complaint to that agency for investigation, and must promptly notify you of the referral. The State or local agency will investigate your complaint under the “substantially equivalent” State or local civil rights law or ordinance. The State or local public fair housing agency must start investigating your complaint within 30 days of HUD’s referral, or HUD may retrieve (“reactivate”) the complaint for investigation under the Fair Housing Act.

**WHAT HAPPENS IF I’M GOING TO LOSE MY HOUSING THROUGH EVICTION OR SALE?**

If you need immediate help to stop or prevent a severe problem caused by a Fair Housing Act violation, HUD may be able to assist you as soon as you file a complaint. HUD may authorize the U.S. Department of Justice to file a Motion in Federal District Court for a Temporary Restraining Order (TRO) against the respondent, followed by a Preliminary Injunction pending the outcome of HUD’s investigation. A Federal Judge may grant a TRO or a Preliminary Injunction against a respondent in cases where:

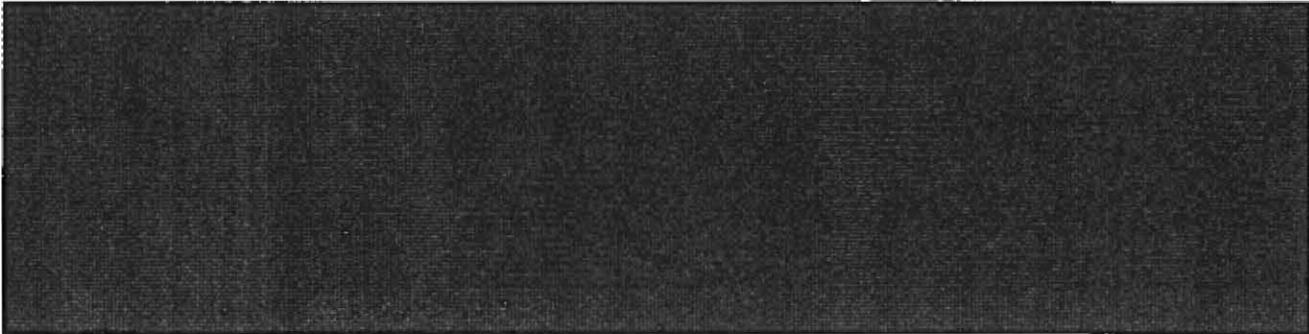
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- Irreparable (irreversible) harm or injury to housing rights is likely to occur without HUD's intervention; and
  - There is substantial evidence that the respondent has violated the Fair Housing Act.

**Example:** An owner agrees to sell a house, but, after discovering that the buyers are black, pulls the house off the market, then promptly lists it for sale again. The buyers file a discrimination complaint with HUD. HUD may authorize the U.S. Department of Justice to seek an injunction in Federal District Court to prevent the owner from selling the house to anyone else until HUD investigates the complaint.

#### **WHAT HAPPENS AFTER A COMPLAINT INVESTIGATION?**

**Determination of Reasonable Cause, Charge of Discrimination, and Election:** When your complaint investigation is complete, HUD will prepare a Final Investigative Report summarizing the evidence gathered during the investigation. If HUD determines that there is reasonable cause to believe that the respondent(s) discriminated against you, HUD will issue a Determination of Reasonable Cause and a Charge of Discrimination against the respondent(s). You and the respondent(s) have twenty (20) days after receiving notice of the Charge to decide whether to have your case heard by a HUD Administrative Law Judge (ALJ) or to have a civil trial in Federal District Court.

**HUD Administrative Law Judge Hearing:** If neither you nor the respondent elects to have a Federal civil trial before the 20-day Election Period expires, HUD will promptly schedule a Hearing for your case before a HUD ALJ. The ALJ Hearing will be conducted in the locality where the discrimination allegedly occurred. During the ALJ Hearing, you and the respondent(s) have the right to appear in person, to be represented by legal counsel, to present evidence, to cross-examine witnesses and to request subpoenas in aid of discovery of evidence. HUD attorneys will represent you during the ALJ Hearing at no cost to you; however, you may also

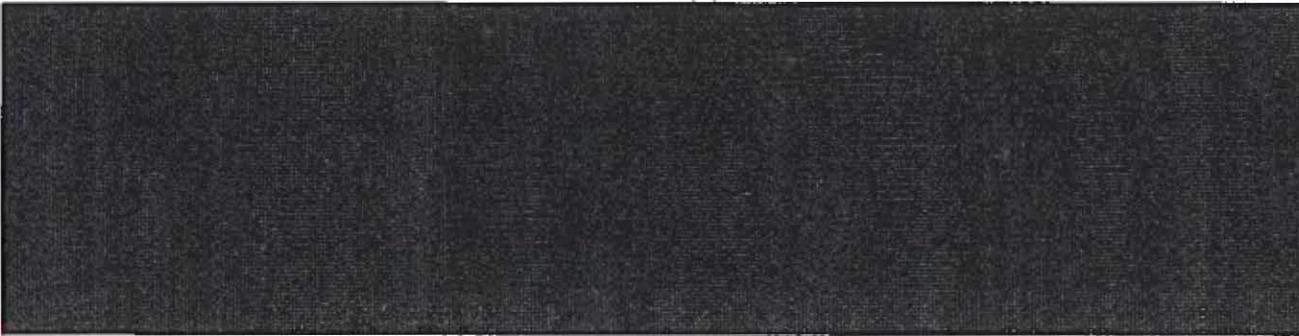


choose to intervene in the case and retain your own attorney. At the conclusion of the Hearing, the HUD ALJ will issue a Decision based on findings of fact and conclusions of law. If the HUD ALJ concludes that the respondent(s) violated the Fair Housing Act, the respondent(s) can be ordered to:

- Compensate you for actual damages, including out-of-pocket expenses and emotional distress damages
- Provide permanent injunctive relief.
- Provide appropriate equitable relief (for example, make the housing available to you).
- Pay your reasonable attorney's fees.
- Pay a civil penalty to HUD to vindicate the public interest. The maximum civil penalties are: \$16,000, for a first violation of the Act; \$37,500 if a previous violation has occurred within the preceding five-year period; and \$65,000 if two or more previous violations have occurred within the preceding seven-year period.

**Civil Trial in Federal District Court:** If either you or the respondent elects to have a Federal civil trial for your complaint, HUD must refer your case to the U.S. Department of Justice for enforcement. The U.S. Department of Justice will file a civil lawsuit on your behalf in the U.S. District Court in the district in which the discrimination allegedly occurred. You also may choose to intervene in the case and retain your own attorney. Either you or the respondent may request a jury trial, and you each have the right to appear in person, to be represented by legal counsel, to present evidence, to cross-examine witnesses, and to request subpoenas in aid of discovery of evidence. If the Federal Court decides in your favor, a Judge or jury may order the respondent(s) to:

- Compensate you for actual damages, including out-of-pocket expenses and emotional distress damages
- Provide permanent injunctive relief.
- Provide appropriate equitable relief (for example, make the housing available to you).
- Pay your reasonable attorney's fees.
- Pay punitive damages to you.



**Determination of No Reasonable Cause and Dismissal:** If HUD finds that there is no reasonable cause to believe that the respondent(s) violated the Act, HUD will dismiss your complaint with a Determination of No Reasonable Cause. HUD will notify you and the respondent(s) of the dismissal by mail, and you may request a copy of the Final Investigative Report.

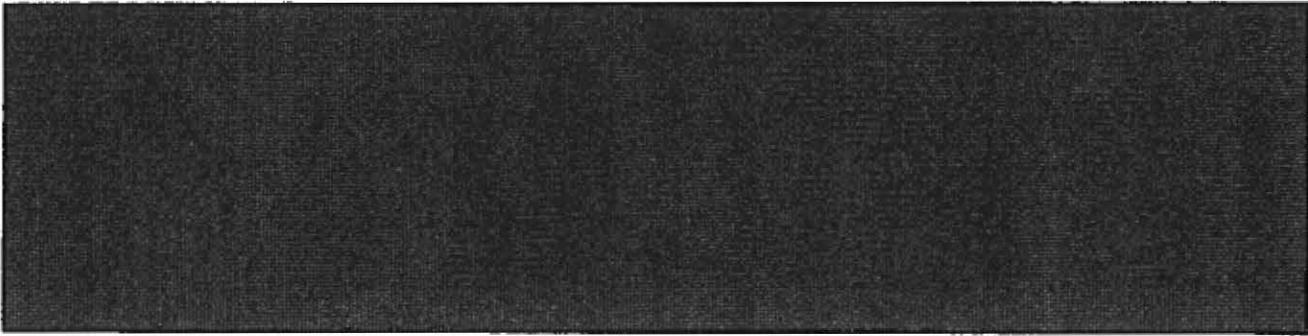
**Reconsiderations of No Reasonable Cause Determinations:** The Fair Housing Act provides no formal appeal process for complaints dismissed by HUD. However, if your complaint is dismissed with a Determination of No Reasonable Cause, you may submit a written request for a reconsideration review to: Director, FHEO Office of Enforcement, U.S. Department of Housing and Urban Development, 451 7th Street, SW, Room 5206, Washington, DC 20410-2000.

#### **IN ADDITION**

**You May File a Private Lawsuit:** You may file a private civil lawsuit without first filing a complaint with HUD. You must file your lawsuit within two (2) years of the most recent date of alleged discriminatory action.

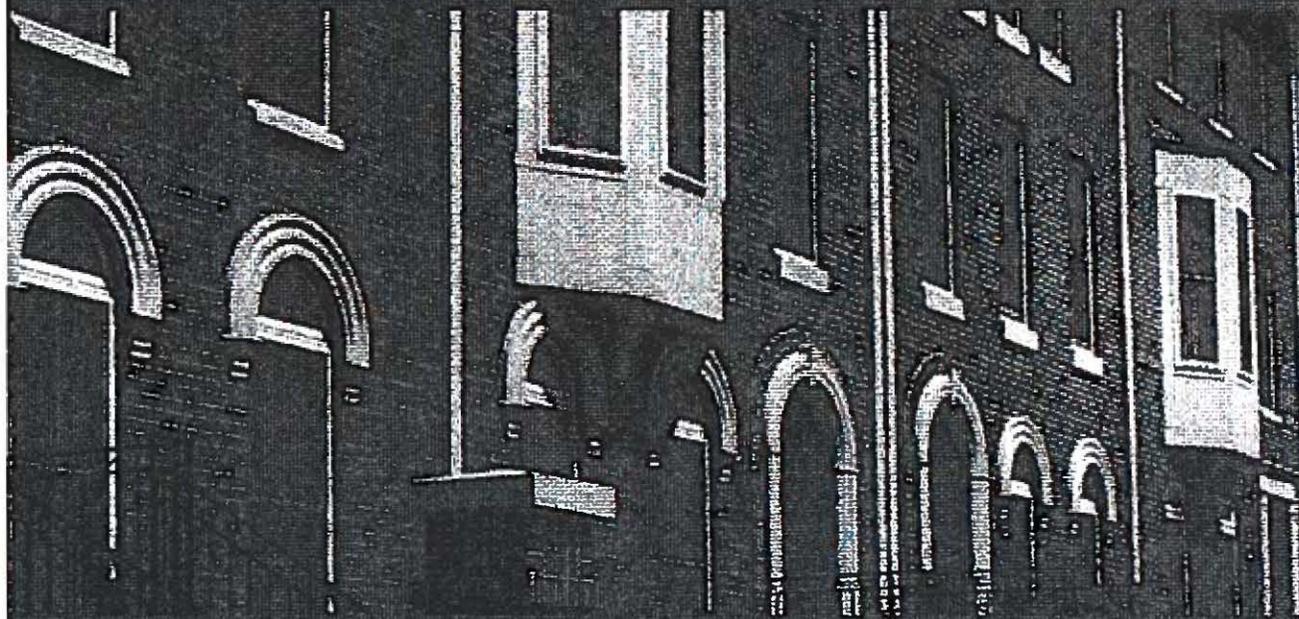
If you do file a complaint with HUD and even if HUD dismisses your complaint, the Fair Housing Act gives you the right to file a private civil lawsuit against the respondent(s) in Federal District Court. The time during which HUD was processing your complaint is not counted in the 2-year filing period. You must file your lawsuit at your own expense; however, if you cannot afford an attorney, the Court may appoint one for you.

Even if HUD is still processing your complaint, you may file a private civil lawsuit against the respondent, unless (1) you have already signed a HUD Conciliation Agreement to resolve your HUD complaint; or (2) a HUD Administrative Law Judge has commenced an Administrative Hearing for your complaint.



**Other Tools to Combat Housing Discrimination:**

- If there is noncompliance with the order of an Administrative Law Judge, HUD may seek temporary relief, enforcement of the order or a restraining order in a United States Court of Appeals.
- The Attorney General may file a suit in Federal District Court if there is reasonable cause to believe a pattern or practice of housing discrimination is occurring.



**Federal Transit Administration**  
**Section 5310 FFY 2015 Application Announcement**  
**Enhanced Mobility of Seniors & Individuals with Disabilities**

The Section 5310 application for the FFY 2015 funding cycle is now available on the Connecticut Department of Transportation (CTDOT) website. It has been formatted with fillable forms and may be submitted electronically to: [Ellen.Lawrence@ct.gov](mailto:Ellen.Lawrence@ct.gov). To access the application, go to [www.ct.gov/dot/5310](http://www.ct.gov/dot/5310).

- Section 5310 is intended to enhance mobility for seniors and individuals with disabilities. The new program, as amended by MAP-21, authorizes federal grants for the activities previously authorized under two separate grant programs: Section 5310, formula grants for the special needs of elderly individuals and individuals with disabilities; and Section 5317, New Freedom program.
- Eligible recipients of this competitive program include:
  - A private non-profit organization
  - A State or local governmental authority that:
    - is approved by the State to coordinate services for seniors and persons with disabilities.
    - Certifies that there are no non-profit organizations readily available in the area to provide the service.
  - An operator of public transportation that receives a Section 5310 grant indirectly through a recipient
    - i. Taxi companies may participate in the Section 5310 program as contractors.
- There are three (3) separate applications; one for those interested in applying for Section 5310 A funding, one for Section 5310 B, C & D Capital funding and one for Section 5310 B, C & D Operating funding. Applicants need to complete the application relevant to the project category for which they are applying.
- There is also an Application Instructions packet, for review only. It contains updated program information, instructions on how to complete the application for FFY 2015 and documentation for awarded applicants. The instructions packet should be read thoroughly and should **NOT** be submitted with the application.
- The Federal share of eligible capital costs shall be in an amount equal to 80 percent of the cost. The Federal share of the eligible operating costs may not exceed 50 percent of the subsidy.
- Section 5310 A applicants must place a public notice in a major newspaper with the greatest appropriate readership in the proposed service area by Friday, April 15, 2016.
- The useful life requirement for replacement vehicles is now 4 years or 100,000 miles for both vans and buses; 5 years or 150,000 miles for vehicles with a capacity of 20 passengers or more.
- Applicants submitting applications via e-mail, mail or in person must submit one original to CTDOT and one copy to the appropriate Regional Planning Organization (RPO). See Appendix J in the Application Instructions packet for a listing of RPOs. All applicants must include any and all supporting documentation. Applications must be submitted no later than 4:00PM on Friday, April 29, 2016. CTDOT and the RPOs will not review late applications.
- The FFY 2015 application shall be the only application accepted and reviewed by the RPO and CTDOT. Please contact Ellen Lawrence at (860) 594-2912 for questions on Section 5310 A or Aimee Marques at (860) 594-2840 for questions on Section 5310 B, C & D. Section 5310 A applicants will be notified of CTDOT selection for FTA grant award in writing by Thursday, June 30, 2016. Section B, C & D applicants will be notified upon FTA approval, estimated to occur in the Fall of 2016.



**TRUMBULL HEALTH DEPARTMENT  
PROPOSED FEE SCHEDULE  
JULY 1, 2016 – DECEMBER 31, 2016**

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**SEPTIC SYSTEMS**

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New Construction (Permit)	\$175.00
Repair (leaching fields/septic tank) (Permit)	\$100.00
Individual Condo Unit Floor Plan	\$ 25.00
19-13-B100 Site Visits	\$175.00
Plan Review (New Construction Only)	\$175.00
Soil Tests (per-lot residential)	\$135.00
Soil Tests (per-lot commercial less than 2000 gallons per day)	\$175.00
Soil Tests (per-lot commercial more than 2000 gallons per day)	\$350.00
Not ready for Inspection (after request)	\$ 50.00
Commercial Construction (Permit)	\$300.00
Commercial (Plan Review)	\$300.00
More than one (1) plan revision ( <i>per each revision after first</i> )	\$ 50.00
Minor Repairs (riser, lid, piping, d-box)	\$ 10.00
Minor Repairs ( <i>riser, lid, piping, d-box if notified after</i> )	\$100.00
Sewer Extension Site Visit	\$135.00
Plan Reviews for Building Additions	\$ 55.00
Plan Reviews for an Accessory Structure	\$ 45.00

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**WELLS**

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Drilling Permit	\$100.00
Well Abandonment	\$ 50.00

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**DAY CARE**

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Day Care Inspection	\$100.00
Home Day Care Inspection	\$ 50.00
Day Care Food Plan Review	\$ 50.00
Intermediate Environmental Inspection	\$ 50.00

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**POOL LICENSE**

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Seasonal	\$200.00
Year Round	\$375.00

## COSMETOLOGY

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1 - 3 Work Stations	\$135.00
4 – 6 Work Stations	\$195.00
7 or more Work Stations	\$255.00
Tanning Salons	\$100.00
Re-Inspection Fee	\$ 50.00
Plan Review Fee 1 – 3 Stations	\$135.00
Plan Review Fee 4 – 6 Stations	\$195.00
Place Review Fee 7 or more Stations	\$255.00
License Renewal Late fee (per business day)	\$ 50.00

*\*Each Private Treatment room will be counted as one station*

## FOOD SERVICE

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Class I Plan Review	\$100.00
Class II Plan Review	\$150.00
Class III Plan Review	\$350.00
Class IV Plan Review	\$450.00
Class I License	\$100.00
Class II License	\$150.00
Class III License	\$350.00
Class IV License	\$450.00
License Renewal Late fee (per business day)	\$ 50.00
Caterer License	\$150.00
Re-inspection Fee	\$100.00
Reinstatement Fee (After suspension of license)	\$100.00
Itinerant (per vehicle)	\$150.00
Seasonal License	\$ 80.00
Non-profit License	\$ 25.00
Temporary (14 Days or less per booth or trailer)	\$ 75.00
Non-Profit Late Fee (if not submitted 14 days prior to event)	\$ 20.00
Commercial Vendor Late fee (if not submitted 14 days prior to event)	\$ 50.00

*\* Facilities licensed by the Trumbull Health Department are required to pay the fees for a temporary food service license.*

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## FARMERS MARKET

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Selling whole produce only	\$ 0.00
Individually wrapper, prepackaged (no tasting/no sampling)	\$ 50.00
All other food vendors	\$100.00

*\*Fees are per season*

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### IMMUNIZATIONS / SCREENINGS

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Administer Vaccination	\$ 21.00
Influenza	\$ 30.00
Shingles	\$225.00
Pneumonia	\$100.00
Tdap (Whooping Cough)	\$ 21.00
Hepatitis	\$ 60.00
Meningitis	\$120.00
MMR	\$ 21.00
PPD	\$ 20.00
Cholesterol Screening	\$ 25.00

*\*Cost of vaccinations varies and an additional fee will be charged based on cost of the vaccination.*

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### MISCELLANEOUS ITEMS

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Tick Identification	\$ 3.00
NSF - Returned Check Fee	\$ 35.00
Photo Copies per page	\$ 0.50

Stuart S. McCarthy  
Director of Parks and Recreation  
smccarthy@trumbull-ct.gov

**Town of Trumbull**  
CONNECTICUT

Town of Trumbull  
5892 Main Street  
Trumbull, Connecticut 06611  
Phone: 203.452.5064



To: Town Council

From: Stuart McCarthy   
Director of Parks and Recreation

Re: Recreation Program Fees

Date: February 17, 2016

Attached please find a list of proposed recreation program fees for the Parks and Recreation Department. The fees as proposed were approved by the Parks and Recreation Commission on February 16, 2016.

The Parks and Recreation Department proposed the fees in accordance with the newly adopted Policy for Cost Recovery for Recreation Programs. The recreation program fees have been largely unchanged since they were initially adopted approximately 15 years ago.

Please note that in addition to establishing the Cost Recovery Policy, The Parks and Recreation Commission also adopted a formal policy on fee reductions which includes standard discounts for senior Citizens as well as families with multiple children participating in certain recreation programs. The policy also allows for a full waiver of fees for families which documented financial need.

We believe the fees as proposed in conjunction with the discounts and fee waivers are reasonable and affordable to all Trumbull residents.

Cc: Timothy Herbst  
Lynn Arnow  
Robert Ferrigno

**Proposed Fee Increases Approved Parks and Recreation Commission 2-8-16**

<b>Recreation Programs</b>	<b>Current Fee</b>	<b>Proposed Fee</b>		<b>Current Fee</b>	<b>Proposed Fee</b>
<b>Summer Programs</b>			<b>Fall Programs</b>		
Adult Water Training	\$ 35.00	\$ 50.00	Adult Water Training	\$ 35.00	\$ 50.00
Basketball Clinic	\$ 30.00	\$ 45.00	Adult Deep Water Aerobics	\$ 35.00	\$ 50.00
Basketball League	\$ 35.00	\$ 50.00	Babysitting	\$ 90.00	\$ 90.00
Childrens Summer Art and Music	\$ 40.00	\$ 45.00	Basketball	\$ 35.00	\$ 45.00
Field Trips***			Childrens Art and Music	\$ 40.00	\$ 45.00
Flag Football	\$ 30.00	\$ 45.00	TYO Karate	\$ 40.00	\$ 50.00
Give and Go Soccer	\$ 30.00	\$ 35.00	Spec Needs Karate	\$ 35.00	\$ 40.00
Junior Camp	\$ 75.00	\$ 100.00	Spec Needs Yoga	\$ 40.00	\$ 40.00
Playgrounds	\$ 100.00	\$ 130.00	Swim Lessons Adult	\$ 30.00	\$ 40.00
Special Needs Fun Camp	\$ 60.00	\$ 70.00	Swim Lessons Kids	\$ 30.00	\$ 35.00
Swim Instruction	\$ 30.00	\$ 30.00	Swim Lessons Toddlers	\$ 30.00	\$ 35.00
Tennis Adult	\$ 70.00	\$ 80.00	Tennis Lessons Adult	\$ 70.00	\$ 80.00
Tennis Advanced Youth	\$ 35.00	\$ 50.00	Child Co-ed Volleyball	\$ 30.00	\$ 50.00
Tennis Clinic	\$ 25.00	\$ 40.00			
TKO Karate	\$ 50.00	\$ 50.00	<b>Totals</b>		
TKO Special Needs Karate	\$ 40.00	\$ 50.00			
Track	\$ 15.00	\$ 20.00			
Volleyball Camp	\$ 30.00	\$ 40.00			

**Orumbull Health Department  
Licenses and Permits  
FY 2016-2017**

Type	Current Fee	Cost of Service	Proposed Fees
<b>SEPTIC SYSTEMS</b>			
New Construction (Permit)	175	163	175
Repair (leaching fields/septic tank) (Permit)	100	163	165
Individual Condo Unit Floor Plan	25		25
Plan Review (New Construction Only)	175	103	175
Soil Tests (per-lot residential)	135	158	160
Soil Tests (per-lot commercial less than 2000 gallons per day)	175		175
Soil Tests (per-lot commercial more than 2000 gallons per day)	350		350
Not ready for Inspection (after request)	50		50
Commercial Construction (Permit)	300		300
Commerical (Plan Review)	300		300
More than (1) plan revision ( <i>per each revision after first</i> )	50		50
Minor Repairs (riser, lid, piping, d-box)	10		10
Minor Repairs ( <i>riser, lid, piping, d-box if notified after</i> )	100		100
Sewer Extension Site Visit	135	63	135
B100a Plan Reviews for Building Additions (includes site visit if needed)	25	54	60
B100a Plan Reviews for an Accessory Structure	25	27	30
<b>WELLS</b>			
Drilling Permit	100	53	100
Well Abandonment	50	53	60
<b>DAY CARE</b>			
Daycare Inspection	100	63	100
Home Daycare Inspection	50	63	65
Day Care Food Plan Review	50	63	65
Intermediate Environmental Inspection	50	63	65
<b>POOL LICENSE</b>			
Seasonal	100	152	155
Full year	150	305	310
Reinspection	-	76	100

No Change  
 Increased Fee  
 New Fee Introduced

Type	Current Fee	Cost of Service	Proposed Fees
<b>COSMETOLOGY</b>			
1 - 3 Work Stations (License)	135	125	135
4 - 6 Work Stations (License)	195	125	195
7 or more Work Stations (License)	255	152	255
Tanning Salons (License)	100	125	130
Reinspection Fee	50	63	100
Plan Review Fee 1 - 3 Stations	135	90	135
Plan Review Fee 4 - 6 Stations	195	103	195
Plan Review Fee 7 or more Stations	255	117	255
License Renewal Late fee (per business day)	50	-	50
<b>FOOD SERVICE</b>			
Class I Plan Review	100	90	100
Class II Plan Review	150	90	150
Class III Plan Review	275	90	275
Class IV Plan Review	350	103	350
Class I License	100	53	100
Class II License	150	134	150
Class III License	275	324	325
Class IV License	350	431	435
License Renewal Late fee (per business day)	50	-	50
Caterer License	150	53	150
Re-inspection fee	100	76	100
Reinstatement Fee (After suspension of license)	100	-	100
Itinerant (per vehicle)	150	95	150
Seasonal License	80	27	80
Non-Profit License	-	27	30
Temporary (14 Days or less per booth or trailer)	60	63	65
Non-Profit Late Fee (if not submitted 14 days prior to event)	20	-	20
Commerical Vendor Late Fee (if not submitted 14 days prior to event)	50	-	50
Schools	-	324	
<b>FARMER'S MARKET</b>			
Selling whole produce only	-	90	0
Individually wrapped, prepackaged (no tasting / no sampling)	50	90	75
All other vendors	100	90	100

	No Change
	Increased Fee
	New Fee Introduced

\* Currently no data exists to support costs of these services and their fees have remained the same

1 - Farmers participating in a CERTIFIED FARMERS MARKET (authorized by the Department of Agriculture) are exempt from any fees .

**TRUMBULL HEALTH DEPARTMENT  
PROPOSED FEE SCHEDULE  
EFFECTIVE JULY 1, 2016**

**SEPTIC SYSTEMS**

New Construction (Permit)	\$ 175.00
Repair (leaching fields/septic tank) (Permit)	\$ 165.00
Individual Condo Unit Floor Plan	\$ 25.00
Plan Review (New Construction Only)	\$ 175.00
Soil Tests (per-lot residential)	\$ 160.00
Soil Tests (per-lot commercial less than 2000 gallons per day)	\$ 175.00
Soil Tests (per-lot commercial more than 2000 gallons per day)	\$ 350.00
Not ready for Inspection (after request)	\$ 50.00
Commercial Construction (Permit)	\$ 300.00
Commercial (Plan Review)	\$ 300.00
More than one (1) plan revision ( <i>per each revision after first</i> )	\$ 50.00
Minor Repairs (riser, lid, piping, d-box)	\$ 10.00
Minor Repairs ( <i>riser, lid, piping, d-box if notified after</i> )	\$ 100.00
Sewer Extension Site Visit	\$ 135.00
B100a Plan Reviews for Building Additions (includes site visit if needed)	\$ 60.00
B100a Plan Reviews for an Accessory Structure	\$ 30.00

**WELLS**

Drilling Permit	\$ 100.00
Well Abandonment	\$ 60.00

**DAY CARE**

Day Care Inspection	\$ 100.00
Home Day Care Inspection	\$ 65.00
Day Care Food Plan Review	\$ 65.00
Intermediate Environmental Inspection	\$ 65.00

**POOL LICENSE**

Seasonal	\$ 155.00
Year Round	\$ 310.00
Reinspection Fee	\$ 100.00

Fee Increase    
New Fee Introduced

## COSMETOLOGY

1 - 3 Work Stations (License)	\$ 135.00
4 - 6 Work Stations (License)	\$ 195.00
7 or more Work Stations (License)	\$ 255.00
Tanning Salons (License)	\$ 130.00
Re-Inspection Fee	\$ 100.00
Plan Review Fee 1 - 3 Stations	\$ 135.00
Plan Review Fee 4 - 6 Stations	\$ 195.00
Place Review Fee 7 or more Stations	\$ 255.00
License Renewal Late fee (per business day)	\$ 50.00

*\*Each Private Treatment room will be counted as one station*

## FOOD SERVICE

Class I Plan Review	\$ 100.00
Class II Plan Review	\$ 150.00
Class III Plan Review	\$ 275.00
Class IV Plan Review	\$ 350.00
Class I License	\$ 100.00
Class II License	\$ 150.00
Class III License	\$ 325.00
Class IV License	\$ 435.00
License Renewal Late fee (per business day)	\$ 50.00
Caterer License	\$ 150.00
Re-inspection Fee	\$ 100.00
Reinstatement Fee (After suspension of license)	\$ 100.00
Itinerant (per vehicle)	\$ 150.00
Seasonal License	\$ 80.00
Non-profit License	\$ 30.00
Temporary (14 Days or less per booth or trailer)	\$ 65.00
Non-Profit Late Fee (if not submitted 14 days prior to event)	\$ 20.00
Commercial Vendor Late fee (if not submitted 14 days prior to event)	\$ 50.00

*\* Facilities licensed by the Trumbull Health Department are required to pay the fees for a temporary food service license.*

## FARMERS MARKET

Selling whole produce only	\$ -
Individually wrapper, prepackaged (no tasting/no sampling)	\$ 75.00
All other food vendors	\$ 100.00

*\*Fees are per season*

Fee Increase       
New Fee Introduced

### IMMUNIZATIONS / SCREENINGS

---

Administer Vaccination	\$ 21.00
Influenza	\$ 30.00
Shingles	\$ 225.00
Pneumonia	\$ 100.00
Tdap (Whooping Cough)	\$ 21.00
Hepatitis	\$ 60.00
Meningitis	\$ 120.00
MMR	\$ 21.00
PPD	\$ 20.00
Cholesterol Screening	\$ 25.00

### MISCELLANEOUS ITEMS

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Tick Identification	\$ 3.00
NSF - Returned Check Fee	\$ 35.00
Photo Copies per page	\$ 0.50

Fee Increase   
New Fee Introduced 

