

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

TOWN HALL
Trumbull

TELEPHONE
(203) 452-5000



AGENDA No. 763

- 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: December 5, 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 December 5, 2016 at 8:00 p.m. at the Town Hall, for the following purpose:

DISCUSSION ITEM: Trumbull Community Center Study and Building Committee Update.

1. **RESOLUTION TC26-82:** To consider and act upon a resolution which would approve funding for a labor agreement between the Town of Trumbull and the Trumbull (Non-Supervisory) Highway & Parks Employees Union, Local 424 – Unit 108, UPSEU beginning July 1, 2016 through June 30, 2019. (L&A)
2. **RESOLUTION TC26-83:** To consider and act upon a resolution which would authorize First Selectman Timothy M. Herbst to submit a funding application for the White Plains Road Trail Connection project under the Connecticut Recreational Trails Program and authorizes, Timothy M. Herbst, First Selectman, as the individual authorized to sign the application and all subsequent amendments, reports and related documents in order to administer and implement the project. (L&A)
3. **RESOLUTION TC26-84:** To consider and act upon a resolution which would authorize the submission of the funding application for the Church Hill Road Trail Head project under the Transportation Alternatives Set-aside program and identifies, Timothy M. Herbst, First Selectman, as the individual authorized to sign the application and all

subsequent amendments, reports and related documents in order to administer and implement the project. (L&A)

4. Resolution TC26-85: To consider and act upon a resolution which would authorize the submission of the funding application for the Trail Connection on White Plains Road project under the Transportation Alternatives Set-aside program and identifies, Timothy M. Herbst, First Selectman, as the individual authorized to sign the application and all subsequent amendments, reports and related documents in order to administer and implement the project. (L&A)
5. RESOLUTION TC26-86: To consider and act upon a resolution entitled "RESOLUTION APPROPRIATING \$4,230,000 FOR THE TRUMBULL BOARD OF EDUCATION CAPITAL IMPROVEMENT PLAN 2017-2018 AND AUTHORIZING THE ISSUE OF \$4,230,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE." (Finance)
6. RESOLUTION TC26-87: To consider and act upon a resolution which would AUTHORIZE THE EXPENDITURE OF AN AMOUNT NOT TO EXCEED \$1,925,000 BY THE TOWN OF TRUMBULL FOR AN EQUIPMENT LEASE/PURCHASE AGREEMENT WITH RESPECT TO THE ACQUISITION, PURCHASE, FINANCING AND LEASING OF CERTAIN EQUIPMENT REGARDING ENERGY EFFICIENCY IMPROVEMENTS AND UTILITY COST SAVINGS AT DANIELS FARM SCHOOL, TASHUAL SCHOOL AND MIDDLEBROOK SCHOOL (THE "SCHOOLS"). (Finance)
7. RESOLUTION TC26-88: To consider and act upon a resolution which would appropriate \$5,250 from the Fund Balance to 01010400-501103 Salaries-Seasonal/Temp. (Finance)
8. RESOLUTION TC26-89: To consider and act upon a resolution which would transfer \$65,000 from 01013800-501116 Contingency to 01012800-522202 Attorneys-Professional Services. (Finance)
9. RESOLUTION TC26-90: To consider and act upon a resolution which would repeal Chapter 2, Article 1, Section 2-4, Town-owned property exempt. Effective July 1, 2018. (L&A) (*Public Hearing December 5, 2016*)

VIII ADJOURNMENT

COPY OF THE RESOLUTION ATTACHED HERETO

Carl A. Massaro, Jr., Chairman Trumbull Town Council

RESOLUTIONS

1. RESOLUTION TC26-82: BE IT RESOLVED, That funding for a labor agreement between the Town of Trumbull and the Trumbull (Non-Supervisory) Highway & Parks Employees Union, Local 424 – Unit 108, UPSEU beginning July 1, 2016 through June 30, 2019 is hereby approved.
2. RESOLUTION TC26-83: BE IT RESOLVED, That First Selectman Timothy M. Herbst is hereby authorized to submit a funding application for the White Plains Road Trail Connection project under the Connecticut Recreational Trails Program and authorizes, Timothy M. Herbst, First Selectman, as the individual authorized to sign the application and all subsequent amendments, reports and related documents in order to administer and implement the project. (Full Resolution Attached)
3. RESOLUTION TC26-84: BE IT RESOLVED, That First Selectman Timothy M. Herbst is hereby authorized to submit the funding application for the Church Hill Road Trail Head project under the Transportation Alternatives Set-aside program and identifies, Timothy M. Herbst, First Selectman, as the individual authorized to sign the application and all subsequent amendments, reports and related documents in order to administer and implement the project. (Full Resolution Attached)
4. Resolution TC26-85: BE IT RESOLVED, That First Selectman Timothy M. Herbst is hereby authorized to submit the funding application for the Trail Connection on White Plains Road project under the Transportation Alternatives Set-aside program and identifies, Timothy M. Herbst, First Selectman, as the individual authorized to sign the application and all subsequent amendments, reports and related documents in order to administer and implement the project. (Full Resolution Attached)
5. RESOLUTION TC26-86: “RESOLUTION APPROPRIATING \$4,230,000 FOR THE TRUMBULL BOARD OF EDUCATION CAPITAL IMPROVEMENT PLAN 2017-2018 AND AUTHORIZING THE ISSUE OF \$4,230,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE” (Full Resolution Attached)
6. RESOLUTION TC26-87: BE IT RESOLVED, THAT THE AUTHORIZATION OF AN EXPENDITURE OF AN AMOUNT NOT TO EXCEED \$1,925,000 BY THE TOWN OF TRUMBULL FOR AN EQUIPMENT LEASE/PURCHASE AGREEMENT WITH RESPECT TO THE ACQUISITION, PURCHASE, FINANCING AND LEASING OF CERTAIN EQUIPMENT REGARDING ENERGY EFFICIENCY IMPROVEMENTS AND UTILITY COST SAVINGS AT DANIELS FARM SCHOOL, TASHUAL SCHOOL AND MIDDLEBROOK SCHOOL (THE “SCHOOLS”) IS HEREBY APPROVED.

7. RESOLUTION TC26-88: BE IT RESOLVED, That \$5,250 is hereby appropriated from the Fund Balance to 01010400-501103 Salaries-Seasonal/Temp.
8. RESOLUTION TC26-89: BE IT RESOLVED, That \$65,000 is hereby transferred from 01013800-501116 Contingency to 01012800-522202 Attorneys-Professional Services.
9. RESOLUTION TC26-90: BE IT RESOLVED, AND ORDAINED, That Chapter 2, Article 1, Section 2-4, Town-owned property exempt is hereby repealed effective July 1, 2018.

FULL RESOLUTIONS

RESOLUTION TC26-83: Whereas, the State of Connecticut, Department of Energy and Environmental Protection offers competitive grants through the Connecticut Recreational Trail Grant Program, and

**Whereas, grants are to be used to support planning/design, trail corridor acquisition, construction, construction administration, maintenance equipment, amenities and publications/outreach related to bikeways, multi-use trails and water trails, and
Whereas, grants cannot exceed \$800,000 and shall be used to promote outdoor recreation, alternative transportation connections and projects of significance in Connecticut's Trail Plan, and**

Whereas, the Town of Trumbull will submit an application for funding to support using the commuter lot on White Plains Road as a trail head for bicycle/pedestrian connection to the Pequannock River Trail along White Plains Road to the Veteran's Memorial that will include signage, and

Whereas, the new Trail head connector will support economic and community development, provide additional transportation and recreational options and provide relief to Tate Road and Whitney Avenue Trail Heads and area neighborhoods, and

Therefore, the Trumbull Town Council authorizes the submission of the funding application for the White Plains Road Trail Connection project under the Connecticut Recreational Trails Program and authorizes, Timothy M. Herbst, First Selectman, as the individual authorized to sign the application and all subsequent amendments, reports and related documents in order to administer and implement the project.

RESOLUTION TC26-84: Whereas, the State of Connecticut, Department of Transportation, coordinated through MetroCOG offers competitive grants through the Transportation Alternatives Set-aside Program, and

Whereas, grants are to be used to improve pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements and environmental mitigation projects, and

Whereas, grants cannot exceed \$1,000,000 and shall be used for on and off road pedestrian and bicycle facilities, infrastructure projects for improving non- driver access to public transportation and enhanced mobility, community improvement activities, multi-use trail projects, safe routes to school projects, and

Whereas, the Town of Trumbull will submit an application for funding to support a new trail head for bicycle/pedestrian connection to the Pequannock River Trail from Church Hill Road that will include sidewalk connections to the municipal/commercial campus and rest areas along the trail connector, and

Whereas, the new Trail head connector will improve public safety, support economic and community development and provide relief to Tate Road and Whitney Avenue Trail Heads and area neighborhoods, and

Therefore, the Trumbull Town Council authorizes the submission of the funding application for the Church Hill Road Trail Head project under the Transportation Alternatives Set-aside program and identifies, Timothy M. Herbst, First Selectman, as the individual authorized to sign the application and all subsequent amendments, reports and related documents in order to administer and implement the project.

RESOLUTION TC26-85: Whereas, the State of Connecticut, Department of Transportation, coordinated through MetroCOG offers competitive grants through the Transportation Alternatives Set-aside Program, and

Whereas, grants for existing projects are to be used to improve pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements and environmental mitigation projects, and

Whereas, grants cannot exceed \$1,000,000 and shall be used for on and off road pedestrian and bicycle facilities, infrastructure projects for improving non- driver access to public transportation and enhanced mobility, community improvement activities, multi-use trail projects, safe routes to school projects, and

Whereas, the Town of Trumbull will submit an application for funding to support an existing project that requires additional funding, and

Whereas, funds will be requested to support the final connection for the Pequannock River Trail from the Fire House on White Plains Road, to the Veteran's Memorial on White Plains Road, and

Whereas, specifically funds will cover the incremental cost difference for this portion of the ten-foot bicycle/pedestrian trail to be continued in concrete versus asphalt in order to support and enhance the commercial corridor and residential areas with an attractive trail connection, and Whereas, the completion of this trail connection will provide connection to Bridgeport and Monroe supporting recreation and economic and community development while creating a transit way,

Therefore, the Trumbull Town Council authorizes the submission of the funding application for the Trail Connection on White Plains Road project under the Transportation Alternatives Set-aside program and identifies, Timothy M. Herbst, First Selectman, as the individual authorized to sign the application and all subsequent amendments, reports and related documents in order to administer and implement the project.

RESOLUTION TC26-86:

RESOLUTION APPROPRIATING \$4,230,000 FOR THE TRUMBULL BOARD OF EDUCATION CAPITAL IMPROVEMENT PLAN 2017-2018 AND AUTHORIZING THE ISSUE OF \$4,230,000 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 \$4,230,000 is appropriated for the planning, acquisition and construction of the Trumbull Board of Education Capital Improvement Plan 2017-2018, as adopted and amended by the Town Council from time to time, and consisting of: (i) school facilities as identified in the plan; (ii) paving and walks; (iii) environmental; (iv) masonry, (v) safety, (vi) on site construction, as set forth in the Capital Improvement Plan, 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 2017-2018 Board of Education 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 \$4,230,000 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.

Memorandum

To: Lynne Arnow, Chief Administrative Officer
From: Rina Bakalar, Director of Economic and Community Development
Re: Grant Application to CT Department of Energy and Environmental Protection/Recreational Trails Program
Date: November 18, 2016

Attached please find language to be submitted to the Council in order to authorize an application to the CT Department of Energy and Environmental Protection/Recreational Trails grant program by the submission deadline of December 15, 2016. Below please find a brief grant summary as background:

Funding Source: Connecticut Department of Energy and Environmental Protection

Grant Program: Connecticut Recreational Trails Program

Funding Cap: Grants not to exceed \$800,000 (project estimate \$450,000)

Cost Share/Match: Matching funds are required in the amount of 20%.

Purpose of Funds: To promote outdoor recreation, alternative transportation connections and projects of significance in Connecticut's Trail Plan.

Use of Funds: To support planning/design, trail corridor acquisition, construction, construction administration, maintenance equipment, amenities and publications/outreach related to bikeways, multi-use trails and water trails.

Trumbull's Focus: Trumbull will utilize the existing commuter lot on White Plains Road as a trail head for the Pequannock River Trail given the full connection from Newtown to Bridgeport will be completed over the next 24 months and there is no parking at the section of trail connecting into Bridgeport. Signage will be installed and a trail connection will be made via White Plains Road to the Veteran's Memorial. This trail head and connection will allow additional alternative transportation access for workers who may want to drive to Trumbull and bike or walk to work locations. In addition, this provides badly needed additional parking for general recreational use and for residents and students from Christian Heritage School to access.



METROCOG
Connecticut Metropolitan Council of Governments

Transportation Alternatives Set-Aside Program (TAP) Project Proposal Summary

1. Project Sponsor Information

Name: Timothy M. Herbst
Title: First Selectman, Town of Trumbull
Address: 5866 Main Street, 06611
Phone Number: 203-452-5043 (c/o Rina Bakalar, Economic and Community Dev. Director)
Email: rbakalar@trumbull-ct.gov
Date: October 31, 2016

2. Project Title: Church Hill Trail/Commerce Connection-Pequannock River Trail

3. Project Type: *Please indicate: Existing* ___ *or New* xxxx _____

4. Project Status (*for Existing Projects*), *circle all that apply*:

Design Complete Yes or No. ROW Complete or N/A: Yes or No

5. Project Location: *Please attach a location map.*

The Trail/Commerce connection from the Pequannock River Trail would be located at 85 and 93 Church Hill Road. Both properties have been acquired by the Town and are adjacent to the Municipal Campus (Town Hall and Library) and the Stop and Shop Commercial Center on Quality Street. Please see attached parcel map.

6. Written Description of Proposed Project – Project Justification and Need:

*Describe the proposed project scope and objectives. **Include proposed project connection/relationship to the transportation network and benefits to the public, safety, and transportation connectivity in the region.***

The Pequannock River Trail is a tremendous asset to the region and to Trumbull. It is evolving from just a recreational trail to a transportation way, with many residents, visitors and workers using the trail to get to and from work, restaurants, stores and other amenities. The Trail connections are being made from Newtown all the way to Bridgeport and usage is heavy and increasing. Businesses in the Trumbull Community see this an important opportunity to bring customers into commerce areas. Users of the trail see an opportunity to add more access points since the few existing trail heads are over parked and creating stress in those neighborhoods. Trail users also want to be able to get off of the trail in more manageable increments, especially in the case of an emergency. This particular stretch of trail has challenging topography on each side making it impossible to disembark safely anywhere between Whitney Avenue and Tait Road—a 2.5-mile stretch. It is incumbent upon Trumbull to make intentional connections to each of our commerce areas, provide additional parking along the trail, and improve safety and access to amenities.

The proposed project will add a trail head with sufficient parking and sidewalk connections to the municipal and commercial areas and a bike trail connection to the Pequannock River Trail. Two rest areas will be created along the bike trail connection with benches. Stormwater Control/Rain Gardens would be located at the entrance to the bike trail connection as well.

7. Project Plans: *Provide concept plans and/or engineering studies, if available*

Attached find a concept plan developed by Tighe and Bond and a project budget.

8. Cost Estimates and Proposed Schedule: *Provide preliminary cost estimate, proposed project schedule and funding needs. Include 10% incidentals and 10% contingencies*

Funding Year	Phase/Activity	Total Cost	Federal	State	Local
FFY 2016	Property Acquisition Preliminary Concept Development	1.5 million \$5,000			Town Funded.
FFY 2017	Trail Head, Bike Trail Design/Engineering, Construction (including contingency)	989,000	TAP request (could be split 2017/2018)		Town will provide any additional match required if existing investment

					does not qualify.
FFY 2018					
FFY 2019					
FFY 2020					

**Minimum project cost for "New" projects is \$500,000. A 20% local match is anticipated*

See Project Budget attached.

9. Supporting Information:

Please attach relevant information to support project concept. Examples may include: planning or engineering studies; Proposed structural improvements; Traffic Volumes (ADT); Recent Area improvements (e.g. signal, road or sidewalk improvements); Crash Data; Service to Major Trip Generators; Environmental Impact, Additional funding sources (if applicable), Other Information.

The Town of Trumbull Public Works staff, Town Engineer, Town Planner, Parks Director and Director of Economic Development are working as the internal project team to accomplish this project. Tighe and Bond engineers and environmental specialists are supporting these efforts. Tighe and Bond have included a preliminary concept drawing and budget. They have examined the site and topography in order to accommodate an effective preliminary design.

10. Priority of Project for Sponsor:

If submitting more than one application, please provide the numerical rank for this project (i.e. 1st priority)

No additional new projects are being submitted. This is the priority.

11. Will the project be deliverable in FFY2016-FFY2020? *(design complete/construction started)*

Please specify if there are any potential right-of-way, utility or permitting issues that could cause delays in the design or construction schedule.

The Town does not anticipate any delays and will mobilize to get the project designed and under construction as soon as a funding determination has been made. The project completion date, anticipating an early 2017 notification, will be Fall 2018. This is priority project for the Town and as such all necessary resources will be mobilized to complete the project.

12. Community Support for Project

- Public Information Meeting Held: Yes or No.

Specific project will be presented to Council Committee in November and Town Council in December providing opportunity for public input. The project has been discussed at the Economic and Community Development Committee meeting open to the public on November 1st as an additional public meeting opportunity.

- Chief Executive Support and Commitment to 20% Local Match.: *Attach commitment letter/letter of support from Mayor/First Selectman for project application, including 20% local match.*

The Town of Trumbull has contributed 100% local funds for site acquisition for the project in the amount of \$1,580,000 million dollars. The Town has provided funding to pay for conceptual design for this project in the amount of \$5,000 dollars. The Town will provide additional capital funding to meet any additional capital match up to 20% required.

- Is this project mentioned in the Region's Long Range Transportation Plan, Regional POCD, Local POCD or another plan?

The Trumbull POCD calls for Transportation enhancements specifically including the enhancement of bicycle and pedestrian travel. There is an explicit task outlined in the plan to "connect community nodes to the Pequannock River Trail. The State Trail Plan highlights the need to tie trail systems to economic development and to create connection to amenities for trail users. The Pequannock River Trail and improvements to it, are noted as a State Level priority.

Please submit this in digital format to: Meghan Sloan, msloan@ctmetro.org



Engineers | Environmental Specialists

Opinion of Probable Cost
for the Construction of

Prep'd Date 10/31/2016 By DCH
 Ch'kd Date 10/31/2016 By AJM
 Town of Trumbull
 Funds _____
 Town No. _____
 Project No. 29-0196-71
 Sheet No. 1 of 1

Project Description Church Hill Ped/Bike Path Trial Head
Parking Lot and Ped/Bike Trail
Trumbull, CT
 FROM STA _____ TO STA _____
 A LENGTH _____ FEET AS SHOWN ON THE PLANS

No.	Item	Unit	Quantity	Price	Amount
Ped Bike Trail	Grubbing and Clearing Ped/Bike Trail	AC	2	\$ 10,000.00	\$ 20,000
	Excavation	CY	5,000	\$ 25.00	\$ 125,000
	Gravel Borrow	CY	1,000	\$ 45.00	\$ 45,000
	Fine Grade and Compact	SY	3,800	\$ 2.00	\$ 7,600
	Hot Mix Asphalt 2.5 Inches	TON	600	\$ 150.00	\$ 90,000
	Topsoil	CY	500	\$ 75.00	\$ 37,500
	Turf Establishment	SY	3,800	\$ 5.00	\$ 19,000
	Sediment and Erosion Control	LS	1	\$ 10,000.00	\$ 10,000
	Subtotal Ped/Bike Trail				\$ 354,100
Parking Lot/Sidewalks	Clearing and Grubbing Parking Lot and Sidewalks	AC	2	\$ 10,000.00	\$ 20,000
	Excavation	CY	3,500	\$ 20.00	\$ 70,000
	Processed Gravel	CY	2,000	\$ 35.00	\$ 70,000
	Fine Grade and Compact	SY	6,000	\$ 2.00	\$ 12,000
	Hot Mix Asphalt 4 Inches	TON	1,300	\$ 100.00	\$ 130,000
	Bit Conc Berm	LF	1,200	\$ 5.00	\$ 6,000
	Concrete Sidewalk	SY	600	\$ 35.00	\$ 21,000
	Landscape Allowance	LS	1	\$ 25,000.00	\$ 25,000
	Erosion and Sediment Control	LS	1	\$ 5,000.00	\$ 5,000
	Stormwater Control/Rain Garden	LS	1	\$ 20,000.00	\$ 20,000
	Subtotal Parking Lot/Sidewalk				\$ 379,000
Subtotal					\$ 733,100
Contingency	35% Engineering and Construction				\$ 256,585
	TOTAL				\$ 989,685



METROCOG
Connecticut Metropolitan Council of Governments

Transportation Alternatives Set-Aside Program (TAP) Project Proposal Summary

1. Project Sponsor Information

Name: Timothy M. Herbst

Title: First Selectman, Town of Trumbull

Address: 5866 Main Street, 06611

Phone Number: 203-452-5050 (c/o Frank Smeriglio, PE, Town Engineer)

Email: fsmeriglio@trumbull-ct.gov

Date: November 2, 2016

2. Project Title: Pequonnock River Trail (Section A2-through Trumbull Center)

3. Project Type: *Please indicate: Existing* XX *or New* _____

4. Project Status (for Existing Projects), circle all that apply:

Design Complete Yes or No. ROW Complete or N/A: Yes or No

5. Project Location: *Please attach a location map.*

The Project 144-192 (Peq. River Trail A2) begin on Tait Road and continues on White Plains Road up to Vietnam Veterans Park. See attached map

6. Written Description of Proposed Project – Project Justification and Need:

*Describe the proposed project scope and objectives. **Include proposed project connection/relationship to the transportation network and benefits to the public, safety, and transportation connectivity in the region.***

The existing project (144-192) is proposed to connect the existing trail on Tait Road to Vietnam Veterans park. The cost for the construction of the project is included in Project 144-192. However, since this section of trail travels through downtown Trumbull, the Town has proposed to install concrete as the material for the trail in the sections that are 10 feet wide. State DOT will only contribute if asphalt is

proposed. We do not prefer asphalt as the trail material in this section. We believe White Plains Road from Daniels Farm Road to Vietnam Veterans Park should be considered the cornerstone of the Town of Trumbull. The Town will be embarking on an effort to revise zoning regulations and our zoning map over the next six months. There is a strong potential that our commercial corridor will be expanded to the Twin Brooks Park entrance. This town planning and economic development vision needs to be considered as we complete the trail connection along White Plains Road. We do not want to be in a position to have to replace asphalt section of the trail in the future in order to compliment the expanded commercial corridor. The attractiveness of a 10-foot-wide concrete trail will support robust Economic Development along this location.

7. Project Plans: *Provide concept plans and/or engineering studies, if available*

Attached, please find the attached maps depicting location of the trail

8. Cost Estimates and Proposed Schedule: *Provide preliminary cost estimate, proposed project schedule and funding needs. Include 10% incidentals and 10% contingencies*

Funding Year	Phase/Activity	Total Cost	Federal	State	Local
FFY 2016					
FFY 2017					
FFY 2018		231,000			46,200
FFY 2019					
FFY 2020					

**Minimum project cost for "New" projects is \$500,000. A 20% local match is anticipated*

9. Supporting Information:

Please attach relevant information to support project concept. Examples may include: planning or engineering studies; Proposed structural improvements; Traffic Volumes (ADT); Recent Area improvements (e.g. signal, road or sidewalk improvements); Crash Data; Service to Major Trip Generators; Environmental Impact, Additional funding sources (if applicable), Other Information.

Please refer to estimate "Option A" depicting cost with asphalt for construction material in the 10 foot wide section of trail

Refer to estimate "Option B" depicting cost with concrete for construction material in the 10 foot wide section of trail

10. Priority of Project for Sponsor:

If submitting more than one application, please provide the numerical rank for this project (i.e. 1st priority)

This is the only TAP application for existing projects. This is the priority

11. Will the project be deliverable in FFY2016-FFY2020? (design complete/construction started)

Please specify if there are any potential right-of-way, utility or permitting issues that could cause delays in the design or construction schedule.

We believe the project will be deliverable within the dates specified above. There are a couple of RIGHT of Way approvals needed.

12. Community Support for Project

- Public Information Meeting Held: Yes or No.

Specific project will be presented to Council Committee in November and Town Council in December providing opportunity for public input. The project has been discussed at the Economic and Community Development Committee meeting open to the public on November 1st as an additional public meeting opportunity.

- Chief Executive Support and Commitment to 20% Local Match.: *Attach commitment letter/letter of support from Mayor/First Selectman for project application, including 20% local match.*

The 20% Local match will be applied for as part of the construction

- Is this project mentioned in the Region's Long Range Transportation Plan, Regional POCD, Local POCD or another plan?

The Trumbull POCD calls for Transportation enhancements specifically including the enhancement of bicycle and pedestrian travel. There is an explicit task outlined in the plan to "connect community nodes to the Pequannock River Trail. The State Trail Plan highlights the need to tie trail systems to economic development and to create connection to amenities for trail users. The Pequannock River Trail and improvements to it, are noted as a State Level priority.

Please submit this in digital format to: Meghan Sloan, msloan@ctmetro.org



**Pequonnock River Trail (State Proj. No. 144-192)
Option A -Route 127, Tait Rd to Twin Brooks Park**

**Schematic Design
Opinion of Probable Cost**

Stantec

Description: New 6 ft wide sidewalk from Daniels Farm Rd to Reservoir Ave. 10 ft wide trail south of Reservoir Ave to park. Existing pedestrian bridge across Pequonnock River to remain. Trail South of Fire Dept. to be 10 ft. wide bit. concrete. New concrete curbs at Trumbull Center.

September 2016

Item No.	Item	Unit	Quantity	Unit Price	Price
A. PRT Items					
0202000	Earth Excavation	CY	300.00	\$ 40.00	\$ 12,000
0202100	Rock Excavation	CY	150.00	\$ 100.00	\$ 15,000
0209001	Formation of Subgrade	SY	2410.00	\$ 2.00	\$ 4,820
0219001	Sediment Control System	LF	3500	\$ 4.00	\$ 14,000
0212002	Subbase	CY	540.00	\$ 45.00	\$ 24,300
0406011	Bituminous Concrete	Ton	420.00	\$ 130.00	\$ 54,600
0506090	Dry Stack Retaining Wall	SF	2400.00	\$ 100.00	\$ 240,000
0507001	Type "C" Catch Basin	EA	2.00	\$ 3,000.00	\$ 6,000
0651012	24" R.C. Pipe	LF	100.00	\$ 75.00	\$ 7,500
0811001	Concrete Curbing	LF	1500.00	\$ 35.00	\$ 52,500
0815001	Bituminous Concrete Lip Curbing	LF	515	\$ 6.00	\$ 3,090
0912700	Wood Guide Rail	LF	1700	\$ 47.00	\$ 79,900
0921001	Concrete Sidewalk (10 ft trail or 6 ft walk)	SF	15950	\$ 10.00	\$ 159,500
0921005	Concrete Sidewalk Ramp	SF	816	\$ 15.00	\$ 12,240
0944001	Furnishing and Placing Topsoil	SY	1342.00	\$ 15.00	\$ 20,130
0950005	Turf Establishment	SY	1342.00	\$ 5.00	\$ 6,710
0970005	Trafficperson (Municipal Officer)	EST	1.00	\$ 50,000.00	\$ 50,000
0969060	Construction Field Office, Small	MO	8.00	\$ 1,850.00	\$ 14,800
1210101	4" Epoxy Resin Pavement Markings	LF	2210	\$ 0.50	\$ 1,105
-	Pedestrian Bridge over Pequonnock River	LF	0.00	\$ 1,500.00	\$ -
-	Signal Modification	EA	3.0	\$ 30,000.00	\$ 90,000
-	Utility Relocations	EST	1.0	\$ 10,000.00	\$ 10,000
-	Landscaping and Amenities	LS	1.0	\$ 100,000.00	\$ 100,000
Minor Items @ 20%					\$ 195,639
Total PRT Items (2016 Dollars)					\$ 1,173,834
C. Lump Sum Items					
	Easement @ 5%	LS	1	\$ 58,691.70	\$ 58,692
0201001	Clearing and Grubbing @ 1%	LS	1	\$ 11,738.34	\$ 11,738
0971001 A	Maintenance and Protection of Traffic @ 3.0%	LS	1	\$ 35,215.02	\$ 35,215
0975002	Mobilization and Project Closeout @ 6.5%	LS	1	\$ 76,299.21	\$ 76,299
0980001	Construction Staking @ 1.0%	LS	1	\$ 11,738.34	\$ 11,738
Total Lump Sum Items (Dollars)					\$ 193,683
Incidentals @ 25%					\$ 293,459
Contingency @ 20%					\$ 234,767
Total Construction Cost (Dollars)					\$ 1,895,742

Total Project Cost (2016 Dollars)

Say: \$ 1,900,000

Inflation @ 5% for 2 Yrs

\$ 2,090,000



**Pequonnock River Trail (State Proj. No. 144-192)
Option B -Route 127, Tait Rd to Twin Brooks Park**

**Schematic Design
Opinion of Probable Cost**

Stantec

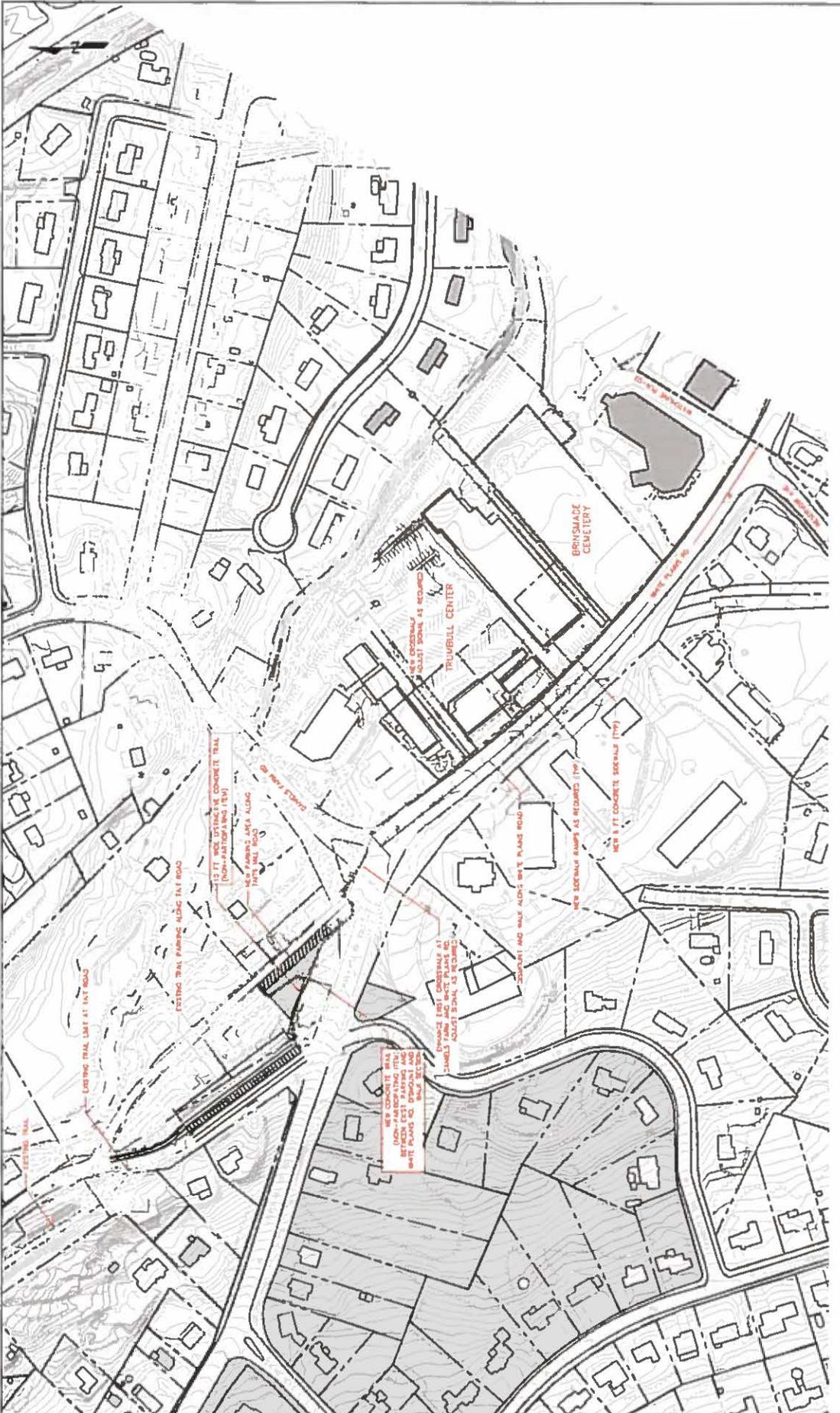
Description: New 6 ft wide sidewalk from Daniels Farm Rd to Reservoir Ave. 10 ft wide trail south of Reservoir Ave to park. Existing pedestrian bridge across Pequonnock River to remain. All new Trail/Sidwalk to be concrete. New concrete curbs at Trumbull Center.

September 2016

Item No.	Item	Unit	Quantity	Unit Price	Price
A. PRT Items					
0202000	Earth Excavation	CY	300.00	\$ 40.00	\$ 12,000
0202100	Rock Excavation	CY	150.00	\$ 100.00	\$ 15,000
0209001	Formation of Subgrade	SY	450.00	\$ 2.00	\$ 900
0219001	Sediment Control System	LF	3500	\$ 4.00	\$ 14,000
0212002	Subbase	CY	90.00	\$ 45.00	\$ 4,050
0406011	Bituminous Concrete	Ton	80.00	\$ 130.00	\$ 10,400
0506090	Dry Stack Retaining Wall	SF	2400.00	\$ 100.00	\$ 240,000
0507001	Type "C" Catch Basin	EA	2.00	\$ 3,000.00	\$ 6,000
0651012	24" R.C. Pipe	LF	100.00	\$ 75.00	\$ 7,500
0811001	Concrete Curbing	LF	1500.00	\$ 35.00	\$ 52,500
0815001	Bituminous Concrete Lip Curbing	LF	515	\$ 6.00	\$ 3,090
0912700	Wood Guide Rail	LF	1700	\$ 47.00	\$ 79,900
0921001	Concrete Sidewalk (10 ft trail or 6 ft walk)	SF	33640	\$ 10.00	\$ 336,400
0921005	Concrete Sidewalk Ramp	SF	816	\$ 15.00	\$ 12,240
0944001	Furnishing and Placing Topsoil	SY	1342.00	\$ 15.00	\$ 20,130
0950005	Turf Establishment	SY	1342.00	\$ 5.00	\$ 6,710
0970005	Trafficperson (Municipal Officer)	EST	1.00	\$ 50,000.00	\$ 50,000
0969060	Construction Field Office, Small	MO	8.00	\$ 1,850.00	\$ 14,800
1210101	4" Epoxy Resin Pavement Markings	LF	2210	\$ 0.50	\$ 1,105
-	Pedestrian Bridge over Pequonnock River	LF	0.00	\$ 1,500.00	\$ -
-	Signal Modification	EA	3.0	\$ 30,000.00	\$ 90,000
-	Utility Relocations	EST	1.0	\$ 10,000.00	\$ 10,000
-	Landscaping and Amenities	LS	1.0	\$ 100,000.00	\$ 100,000
Minor Items @ 20%					\$ 217,345
Total PRT Items (2016 Dollars)					\$ 1,304,070
C. Lump Sum Items					
	Easement @ 5%	LS	1	\$ 65,203.50	\$ 65,204
0201001	Clearing and Grubbing @ 1%	LS	1	\$ 13,040.70	\$ 13,041
0971001 A	Maintenance and Protection of Traffic @ 3.0%	LS	1	\$ 39,122.10	\$ 39,122
0975002	Mobilization and Project Closeout @ 6.5%	LS	1	\$ 84,764.55	\$ 84,765
0980001	Construction Staking @ 1.0%	LS	1	\$ 13,040.70	\$ 13,041
Total Lump Sum Items (Dollars)					\$ 215,172
Incidentals @ 25%					\$ 326,018
Contingency @ 20%					\$ 260,814
Total Construction Cost (Dollars)					\$ 2,106,073

Total Project Cost (2016 Dollars) Say: \$ 2,110,000

Inflation @ 5% for 2 Yrs \$ 2,321,000



	TOWN OF TRUMBULL CONNECTICUT			PROJECT NO. 144-192
	TRUMBULL PRT TRAIL ALIGNMENT OVERALL			
PROJECT TITLE PEQUONOCK RIVER TRAIL		DESIGNER Stevens Consulting Services Inc. 2001 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100		
SCALE IN FEET SCALE 1" = 100'		DATE PLOTTED 11/11/2024		



 TOWN OF TRUMBULL CONNECTICUT	 Sealing, Consulting Services Inc. 1000 Main Street North Haven, CT 06460 Tel: 203.239.1100 Fax: 203.239.1101 www.sealing.com	TRUMBULL PEQUOTNOCK RIVER TRAIL PRT TRAIL ALIGNMENT OVERALL	PROJECT NO.	144-192
			SHEET NO.	PLN-02
SCALE: 1" = 100' SCALE IN FEET: 1" = 100'		DATE:		02

**Planning and Zoning
Department**
Telephone: (203) 452-5047
Fax: (203) 452-5169



Town Hall
5866 Main Street
Trumbull, Connecticut 06611

PLANNING & ZONING COMMISSION

November 22, 2016

Carl Massaro, Chairman
Trumbull Town Council
Town of Trumbull
5866 Main Street
Trumbull, CT 06611

Re: Municipal Referral
Planning & Zoning Recommendation to
Repeal/Elimination of Section 2-4 of the Municipal Code

Dear Mr. Massaro:

The Planning & Zoning Commission is requesting the Town Council take up and act on a motion to repeal/eliminate Section 2-4 of the Municipal Code, which exempts the town owned property from zoning compliance. The motion voted on included an 18 month effective date from repeal to allow the Planning & Zoning Commission to establish relevant regulations.

The motion was voted on November 15, 2016 and passed 4 - 1 across party lines (In Favor: Fred Garrity, Richard Deecken, Dan Helfrich, Tony Silber – Opposed: Anthony Chory).

Very truly yours,

Fred Garrity, Jr., Chairman
Planning & Zoning Commission

cc: Rob Librandi, Land Use Planner
Vincent M. Marino, Town Attorney
Planning & Zoning Commission

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 17-Nov-16
AGENDA: 11-16-02
AMOUNT: \$4,230,000

2016-2017

APPROPRIATION

FROM: ACCOUNT NO.
ACCOUNT NAME

TRANSFER

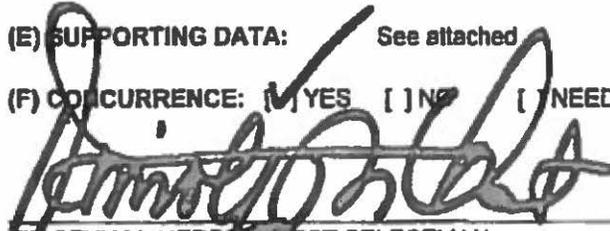
TO: ACCOUNT NO.
ACCOUNT NAME

(C) SUMMARY OF REQUEST: RESOLUTION APPROPRIATING \$4,230,000 FOR THE TRUMBULL BOARD OF EDUCATION CAPITAL IMPROVEMENT PLAN 2017-2018 AND AUTHORIZING THE ISSUE OF \$4,230,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

(D) REQUESTED BY: First Selectman Herbst; Maria Pires, Finance Director, Sean O'Keefe, Business Administrator

(E) SUPPORTING DATA: See attached

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


TIMOTHY M. HERBST, FIRST SELECTMAN

(G) BOARD OF FINANCE ACTION:

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

11-16-02

Trumbull BOE 2017-18 Capital Plan

	Non-Performance Contracting	Performance Contracting	Total
As Previously Reviewed	\$4,179,819	\$1,415,000	\$5,594,819
- Revisions:			
Pull in Middlebrook HVAC/BAS/LED PC from 2018-19		\$845,000	\$845,000
Move all LED Lighting into 2016-17			
- Middlebrook		(\$130,000)	(\$130,000)
- Denise's Farm		(\$120,000)	(\$120,000)
- Tashua		(\$85,000)	(\$85,000)
As Amended	\$4,179,819	\$1,925,000	\$6,104,819

- Priority Assessment:**
- Urgent/Must do in 2017-18
 - * Asbestos - Hillcrest/Madison
 - * Asbestos - Middlebrook/Booth Hill
 - * Paving/Pkg Lot - Madison/Middlebrook/LH
 - High Priority
 - * Windows Replacement - Jane Ryan
 - * Windows Replacement - Booth Hill
 - * Upgrade PA System - Jane Ryan
 - Medium Priority - None
 - Low Priority - None

11-16-02

Frenchtown Elementary	Lighting	Lighting Upgrade Interiors/interior LED	-	
		Total Frenchtown Elementary:	-	
TECEC	Safety	PA System replacement	-	
		Total TECEC:	-	
Agriculture High School	Paving	Parking Lot and Driveway Paving	-	
Agriculture High School	Masonry	Greenhouse Wall Repair	-	
Agriculture High School	On Site Const	Repair replace Post and Beam Entry	-	
Agriculture High School	On Site Const	Fencing Replacement	-	
Agriculture High School	On Site Const	Storage Building Construction 10x20	-	
Agriculture High School	Environmental	Acoustical Panel Installation	-	
Agriculture High School	On Site Const	New Beam for Shop	-	
		Total Agriculture High School:	-	
Trumbull High School	On Site Const	Tennis Courts (6) and Fencing	-	
Trumbull High School	On Site Const	Press Room/combination upgrade	-	
Trumbull High School	Lighting	LED Lighting Upgrade Interior	-	
		Total Trumbull High School:	-	
Equip and Infra Dist Wide	Equipment	Snow Removal Equip Replacement	-	
Equip and Infra Dist Wide	Equipment	Vehicle Replacements vehicles	-	
		Total Equip and Infra District Wide:	-	
Long Hill Admin Building	Paving	Parking Lot and Drainage Work	250,000	Urgent/Strat etc
Long Hill Admin Building	Roofing	Roof Replacement	-	
		Building:	250,000	
		TOTAL BOARD OF EDUCATION:	4,178,819	
		NON-PERFORMANCE CONTRACTING		

Non-PERFORMANCE CONTRACTING (Requires Bidding)			CY 2017	
BUILDING	CATEGORY	DESCRIPTION	Capital Plan	Priority
Hillcrest Middle School	Environmental	Asbestos (Flooring and Insulation)	70,000	Urgent/Must do
Hillcrest Middle School	Paving	Repair Interior/Exterior	-	
Hillcrest Middle School	Safety	Building Security/Fire Alarm	-	
Hillcrest Middle School	Safety	Upgrade clock and PA system	-	
Total Hillcrest Middle School:			70,000	
Madison Middle School	Environmental	Asbestos Abate VAD/Piping Insulation	50,000	Urgent/Must do
Madison Middle School	Paving	Parking Lot and Driveway Paving	989,818	Urgent/Must do
Madison Middle School	Paving	Drainage and Cuts	-	
Madison Middle School	Windows	Window Replacement (1988)	-	
Madison Middle School	Safety	Upgrade Clock System/PA	-	
Total Madison Middle School:			1,039,818	
Middlebrook Elementary	Environmental	Asbestos Abate VAD/Piping Insulation	40,000	Urgent/Must do
Middlebrook Elementary	Paving	Parking Lot and Driveway Paving	250,000	Urgent/Must do
Middlebrook Elementary	Safety	Improved Locks on Classrooms	-	
Middlebrook Elementary	Paving	Flushing Repairs and Replacement	-	
Middlebrook Elementary	Equipment	Playground Equipment K-2	-	
Total Middlebrook Elementary:			290,000	
Danville Farm Elementary	Environmental	Asbestos Abate VAD/Piping Insulation	-	
Danville Farm Elementary	Paving	Parking Lot and Driveway Paving	-	
Danville Farm Elementary	Windows	Window Replacement (1982)	-	
Total Danville Farm Elementary:			-	
Jane Ryan Elementary	Paving	Parking Lot and Driveway Paving	-	
Jane Ryan Elementary	Paving	Drainage Repairs	-	
Jane Ryan Elementary	Safety	Upgrade PA System	50,000	High Priority
Jane Ryan Elementary	On Site Cost	Office Reconfiguration	-	
Jane Ryan Elementary	Windows	Window Replacement (1988)	1,300,000	High Priority
Total Jane Ryan Elementary:			1,350,000	
South Hill Elementary	Environmental	Asbestos Abate VAD/Piping Insulation	40,000	Urgent/Must do
South Hill Elementary	Paving	Parking Lot and Driveway Paving	-	
South Hill Elementary	Windows	Window Replacement (1988)	1,200,000	High Priority
South Hill Elementary	Environmental	Drainage	-	
Total South Hill Elementary:			1,240,000	
Trotter Elementary	Environmental	Asbestos Abate VAD/Piping Insulation	-	
Trotter Elementary	Paving	Parking Lot and Driveway Paving	-	
Trotter Elementary	Windows	Window Replacement (1988)	-	
Total Trotter Elementary:			-	
Frederickson Elementary	Paving	Parking Lot and Driveway Paving	-	

**TRUMBULL PUBLIC SCHOOLS
TRUMBULL, CONNECTICUT**
Regular Meeting— Tuesday, September 27, 2016
Long Hill Administration Building

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

Members present:

L. Chory, Chairman
S. Testani, Vice Chairman
L. Timpanelli, Secretary
J. Donofrio, Board Member
P. Lavoie, Board Member
M. Petitti, Board Member

Members absent:

M. Ward, Board Member

Agenda Item I—Call to Order

The meeting was called to order at 7:00 p.m.

Mrs. Chory asked for a moment of silence to honor the passing of Pat Ward, wife of Board member Mike Ward.

Agenda Item II—Preliminary Business

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

B. Correspondence— Secretary Timpanelli received correspondence from several Hillcrest Middle School parents asking for the approval of a Hillcrest We the People trip to Washington, D.C.

C. Public Comments – There were no public comments at this evening's meeting.

D. Board Chairman Report— Mrs. Chory reported on attending:

- the meeting to discuss the feasibility of relocating the Trumbull Community TV station from THS; the committee voted not to pursue a new location at this time. Also discussed were possible security improvements.
- the annual International Day of Peace assembly at Frenchtown School
- along with fellow Board member, Mrs. Petitti, Mrs. Chory attended the TPAUD meeting on September 21, 2016
- the Board received an invitation from the THSGEMB to attend the Band Classic that will be held this Saturday, October 1, 2016 at THS

E. Superintendent Report – Dr. Cialfi reported:

- on the success of the newly established Health/Wellness Senior Seminar Course at THS
- THS 2016 graduate, Nathalia Hernandez received the Myron Cohen High School Student Scholarship Award for her essay about her THS guidance counselor, Jamie McEnaney,
- the Trumbull Rotary Club is sponsoring Read Aloud Day on October 26 and 27, 2016. They need volunteers to read a book to students in our elementary classrooms.

Agenda Item III—Reports/Action Items

A. Approval/THS Model Congress Trip to Washington, D.C. – Ms. Katie Boland presented the Model Congress trip to Washington, D.C. Co-President of Model Congress, THS junior, Ethan Bachand spoke to the Board of the invaluable life lessons students learn from Model Congress and is looking forward to participating this year. It was moved (Testani) and seconded (Donofrio) to approve the THS Model Congress Trip to Washington, D.C. as outlined with such approval contingent upon parent(s)/guardian signing a waiver relieving the school district of any financial obligations due to trip cancellations for any reason. Vote: Unanimous in favor.

B. Approval/Minutes – Regular Meeting, 9/13/2016
It was moved (Donofrio) and seconded (Timpanelli) to approve the minutes of the September 13, 2016 Regular Board of Education meeting as presented. Vote: Unanimous in favor.

C. Personnel

Dr. Cialfi presented the following certified resignations:

Nicholson, Stacia; business teacher at Trumbull High School since August 2003, resigning effective October 14, 2016.

O’Leary, Sari; elementary special education teacher/department chairperson district-wide since March 2015, resigning effective October 21, 2016.

It was moved (Testani) and seconded (Petitti) to accept the above resignations. Vote: Unanimous in favor.

X D. 2017-2018 Capital Improvement Plan Funding –Mr. O’Keefe presented an updated and prioritized list of projects for the 2017-2018 school year. The updated list includes the “pull in” of the Middlebrook HVAC project from 2018-2019 and will now exclude three LED lighting projects (Middlebrook, TECEC, Daniels Farm and Tashua) which will be funded within the 2016-2017 Performance Contracting budget. It was moved (Lavoie) and seconded (Testani) to approve the updated projects as presented above. Vote: Unanimous in favor.

E. Policy Committee Report – Mrs. Testani reported the Policy Committee met on September 21, 2016.

Dr. Budd presented the following Policies for Second Reading:

1. Reporting of Child Abuse, Neglect, and Sexual Assault, Policy Code 5141.1
This policy was reviewed at the August 23, 2016 Board of Education meeting.
2. Policy Committee, Policy Code 9131
This policy was reviewed at the August 23, 2016 Board of Education meeting.



<http://www.trumbullps.org>

FACILITIES DEPARTMENT
6254 MAIN STREET, TRUMBULL, CT
TEL. (203) 452-4306 FAX: (203) 452-4308

Mark Dening, Director
Email: mdening@trumbullps.org

2017-2018 Capital Request Summary

Hillcrest Middle School

Asbestos Abatement-\$70,000

This is the second year of a systematic approach to dealing with the Asbestos in our schools, in the past this process was reactive rather than proactive. We have developed an inventory at each school and a plan to systematically remove asbestos flooring and insulation from our schools. Summer 2016 we removed 5,893 square feet of asbestos flooring from our schools.

Madison Middle School

Asbestos Abatement- \$50,000

This is the second year of a systematic approach to dealing with the Asbestos in our schools, in the past this process was reactive rather than proactive. We have developed an inventory at each school and a plan to systematically remove asbestos flooring and insulation from our schools.

Driveway and Parking lot paving-\$989,819

Paving is the second phase of the work done summer 2016 to improve drainage and sidewalks.

Middlebrook Elementary School

Asbestos Abatement-\$40,000

This is the second year of a systematic approach to dealing with the Asbestos in our schools, in the past this process was reactive rather than proactive. We have developed an inventory at each school and a plan to systematically remove asbestos flooring and insulation from our schools.

Parking lot paving and driveway paving-\$250,000

This request will be used to a) study traffic flow with the intent to improve TECEC congestion during drop off and pick up, b) investigate and repair drainage on site, c) develop and perform sidewalk and curb improvements. The following year paving and finish work would occur.

Jane Ryan Elementary School

Window Replacement-\$1,200,000

Replacement single pane windows in the original building, addressing environmental and energy conservation.

Upgrade PA system-\$90,000

This is the initial phase of replacing dysfunctional non-standard PA systems in our schools with standardized state of the art equipment.

Booth Hill Elementary School

Window Replacement-\$1,200,000

Replacement of the single pane windows in the original building, addressing environmental and energy conservation.

Asbestos Abatement-\$40,000

This is the second year of a systematic approach to dealing with the Asbestos in our schools, in the past this process was reactive rather than proactive. We have developed an inventory at each school and a plan to systematically remove asbestos flooring and insulation from our schools.

Longhill Administration Building

Paving, drainage, sidewalks and curbs-\$250,000

Paving, drainage, and sidewalks, improve safety not only for the staff and visitors of the BOE but also for those town groups utilizing the adjacent fields.



TRUMBULL BOE FIVE YEAR CAPITAL PLAN

2017-2018 Request

Preventative Abatement Program

- We have adopted a pro-active approach to removing asbestos pipe insulation and VAT (Vinyl Asbestos Tile) from our schools. In the past it was a reactionary program that in the long run was much more costly.
- Hillcrest-- \$70,000
- Madison-- \$50,000
- Booth Hill-- \$40,000
- Middlebrook--\$40,000
- Total Asbestos remediation request \$200,000



Hillcrest Middle School (1967)

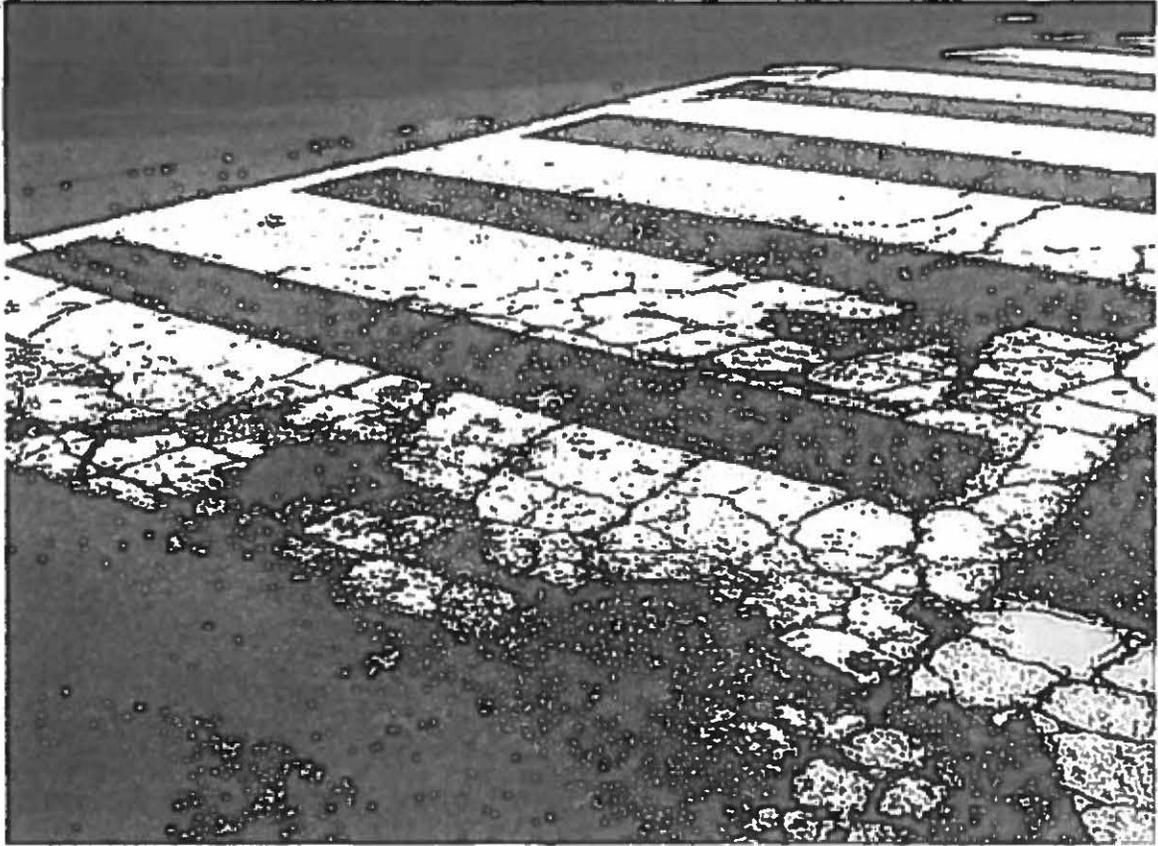
- **Asbestos Abatement flooring and pipe insulation**
- **\$70,000**

Hillcrest CIP

<u>BUILDING</u>	<u>CATEGORY</u>	<u>DESCRIPTION</u>	<u>CY 2017</u>	<u>CY 2018</u>	<u>CY 2019</u>	<u>CY 2020</u>	<u>CY 2021</u>
Hillcrest Middle School	Environmental	Asbestos (Flashing and Insulation)	70,000	-	40,000	40,000	40,000
Hillcrest Middle School	Painting	Repaint Interior/Exterior	-	123,000	-	-	-
Hillcrest Middle School	Safety	Building Security/Fire Alarm	-	-	45,000	-	-
Hillcrest Middle School	Safety	Upgrade clock and PA system	-	170,000	-	-	-
Total Hillcrest Middle School:			70,000	293,000	85,000	40,000	40,000

Madison Middle School (1960)

- **Asbestos Abatement flooring and pipe insulation**
- **\$50,000**
- **Parking lot and driveway paving**
- **\$989,819**



Middlebrook Elementary School (1953)

- **Asbestos Abate VAT/Piping insulation**
- **\$40,000**
- **Drainage, sidewalks and curbs**
- **\$250,000**

Middlebrook CIP

			CY 2017	CY 2018	CY 2019	CY 2020	CY 2021
Middlebrook Elementary	Environments	Asbestos Abate VAV/Floor Insulation	40,000	40,000	40,000	40,000	-
Middlebrook Elementary	Paving	Parking Lot and Driveway Paving	250,000	88,350	-	-	-
Middlebrook Elementary	Safety	Improved Locks on Classrooms	-	73,000	-	-	-
Middlebrook Elementary	Flooring	Flooring Repairs and Replacement	-	-	70,000	-	-
Middlebrook Elementary	Equipment	Playground Equipment K-3	-	-	-	81,500	-
Total Middlebrook Elementary:			290,000	683,350	110,000	101,500	

Jane Ryan Elementary School (1955)

- Upgrade PA System
- \$90,000
- Window Replacement (1955)
- \$1,200,000

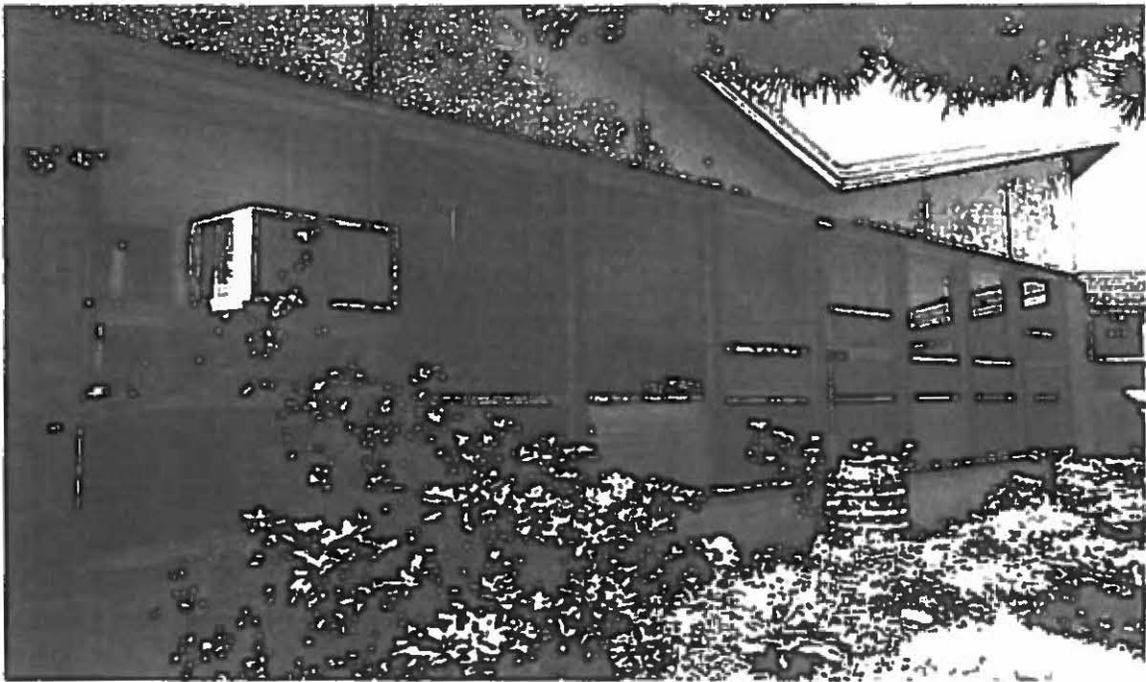


Jane Ryan CIP

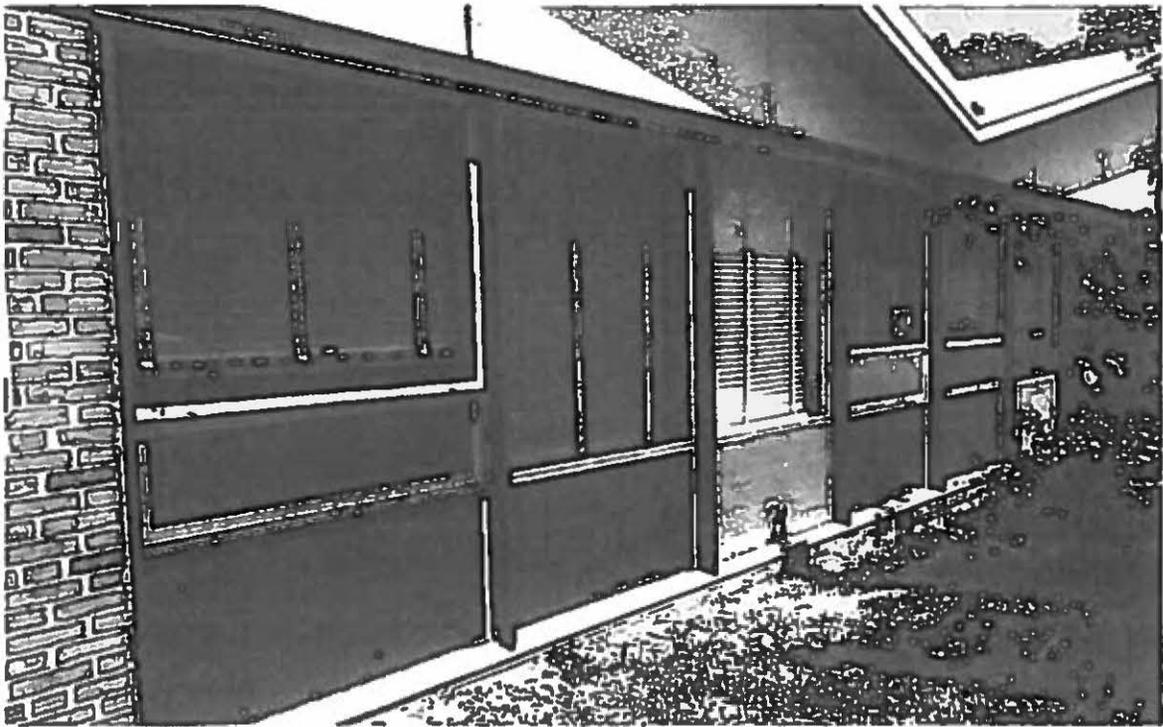
			CY 2017	CY 2018	CY 2019	CY 2020	CY 2021
Jane Ryan Elementary	Paving	Parking Lot and Driveway Paving	-	-	-	418,000	-
Jane Ryan Elementary	Paving	Drainage Repairs	-	-	278,000	-	-
Jane Ryan Elementary	Safety	Upgrade PA System	90,000	-	-	-	-
Jane Ryan Elementary	On Site Const	Office Reconfiguration	-	70,000	-	-	-
Jane Ryan Elementary	Windows	Window Replacement (1854)	1,200,000	-	-	-	-
		Total Jane Ryan Elementary:	1,290,000	70,000	278,000	418,000	-

Upgrade PA System

- **System is original to the school as are most of our elementary schools.**
- **These systems are an integral part of our safety and security plans and operations.**
- **The plan is to design and install a new system which will become the standard for other schools as we request funding to replace.**



11 11



Booth Hill Elementary School (1955)

- **Asbestos Abate VAT/Piping Insulation**
- **\$40,000**
- **Window Replacement (1955)**
- **\$1,200,000**

Booth Hill CIP

			CY 2017	CY 2018	CY 2019	CY 2020	CY 2021
Booth Hill Elementary	Environmental	Asbestos Abate	40,000	40,000	40,000	40,000	-
Booth Hill Elementary	Paving	VAT/Piping Installation	-	-	-	-	-
Booth Hill Elementary	Windows	Parking Lot and Driveway Paving	1,200,000	-	-	-	-
Booth Hill Elementary	Environmental	Window Replacement (1850)	-	-	-	-	-
		Drainage	-	-	-	-	-
		Total Booth Hill Elementary:	1,240,000	40,000	40,000	40,000	-

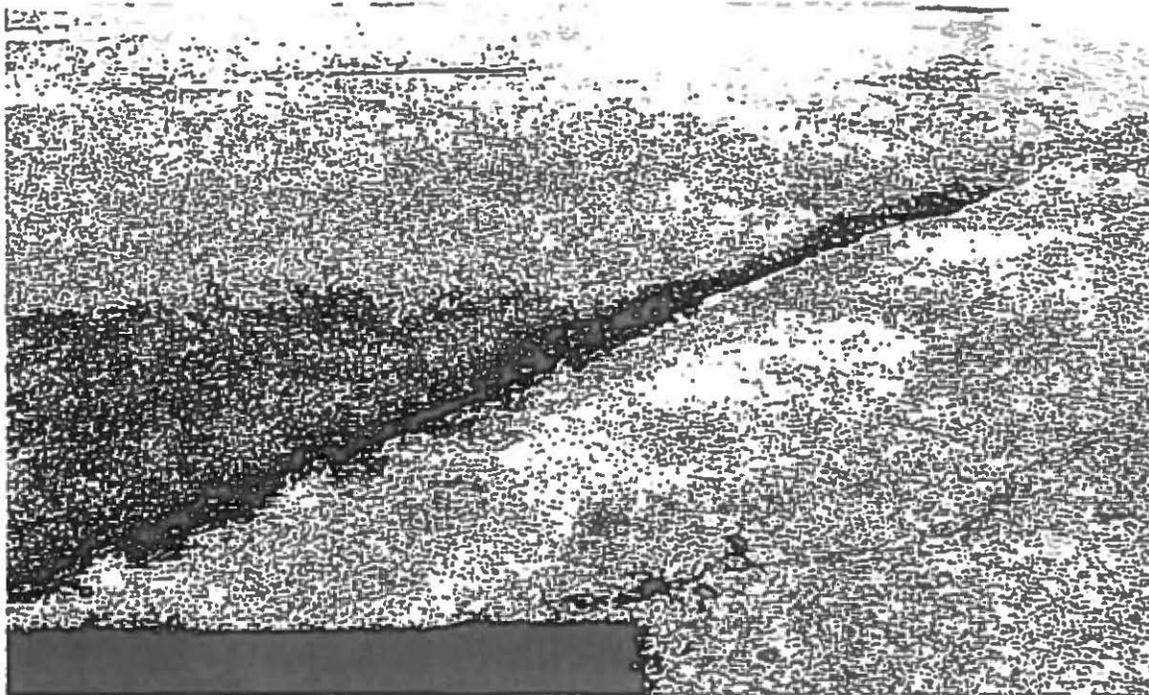
Long Hill Administration Building

- Parking lot and driveway paving
- \$250,000

Long Hill paving



Long Hill paving



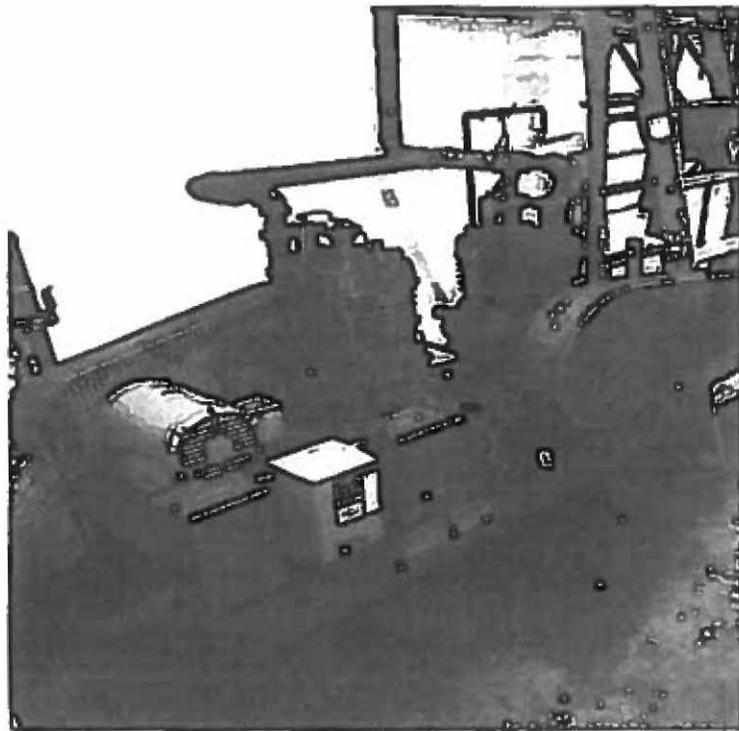
BOE Performance Contracting

- **Middlebrook Elementary School-1953 Boiler replacements, installation of new DDC BAS to replace existing pneumatic and time clock system, and installation of new LED lighting interior and exterior. Project to be financed and paid for through the energy savings achieved over the next ten years.**
- **\$800,000**

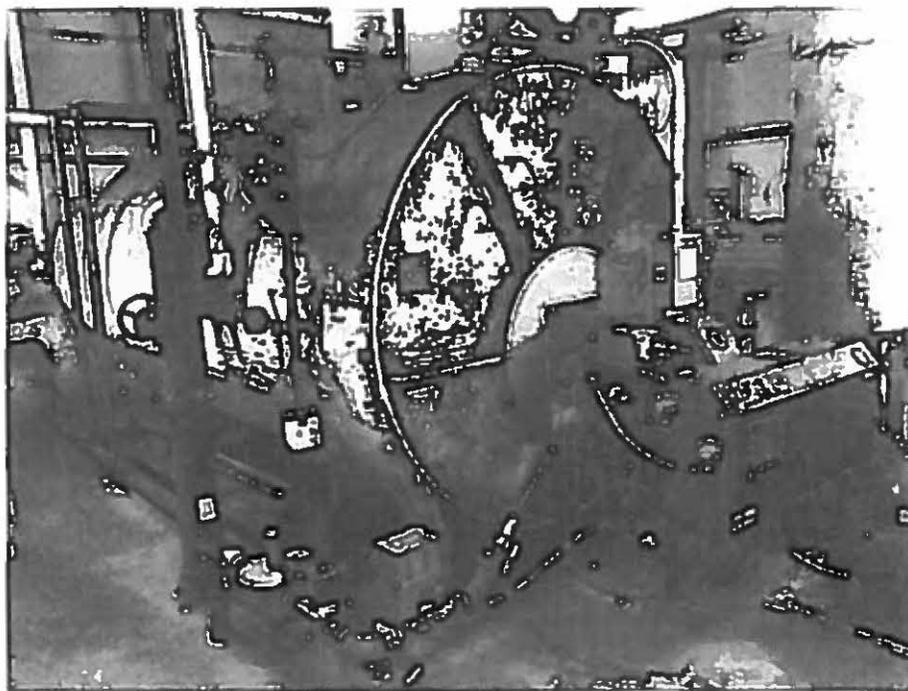
Middlebrook Original Boilers



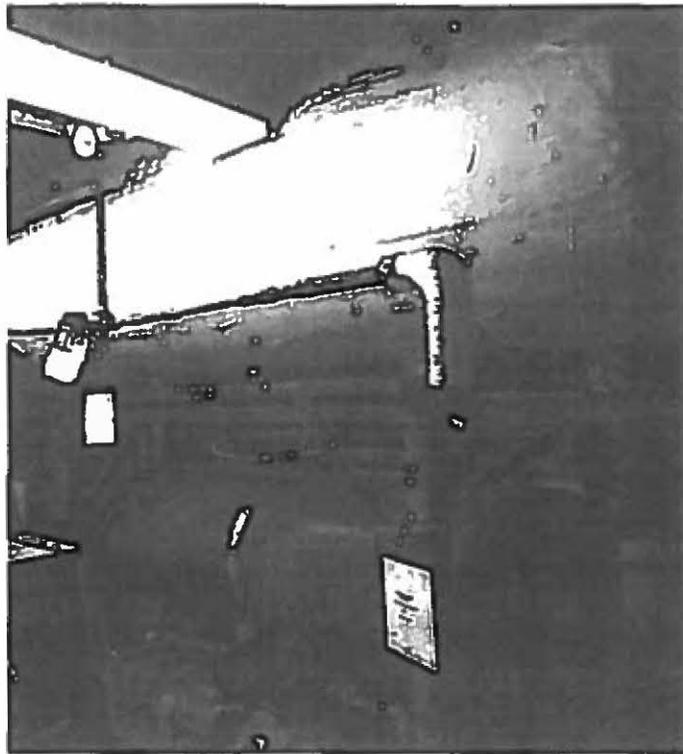
Air compressor for old pneumatic controls

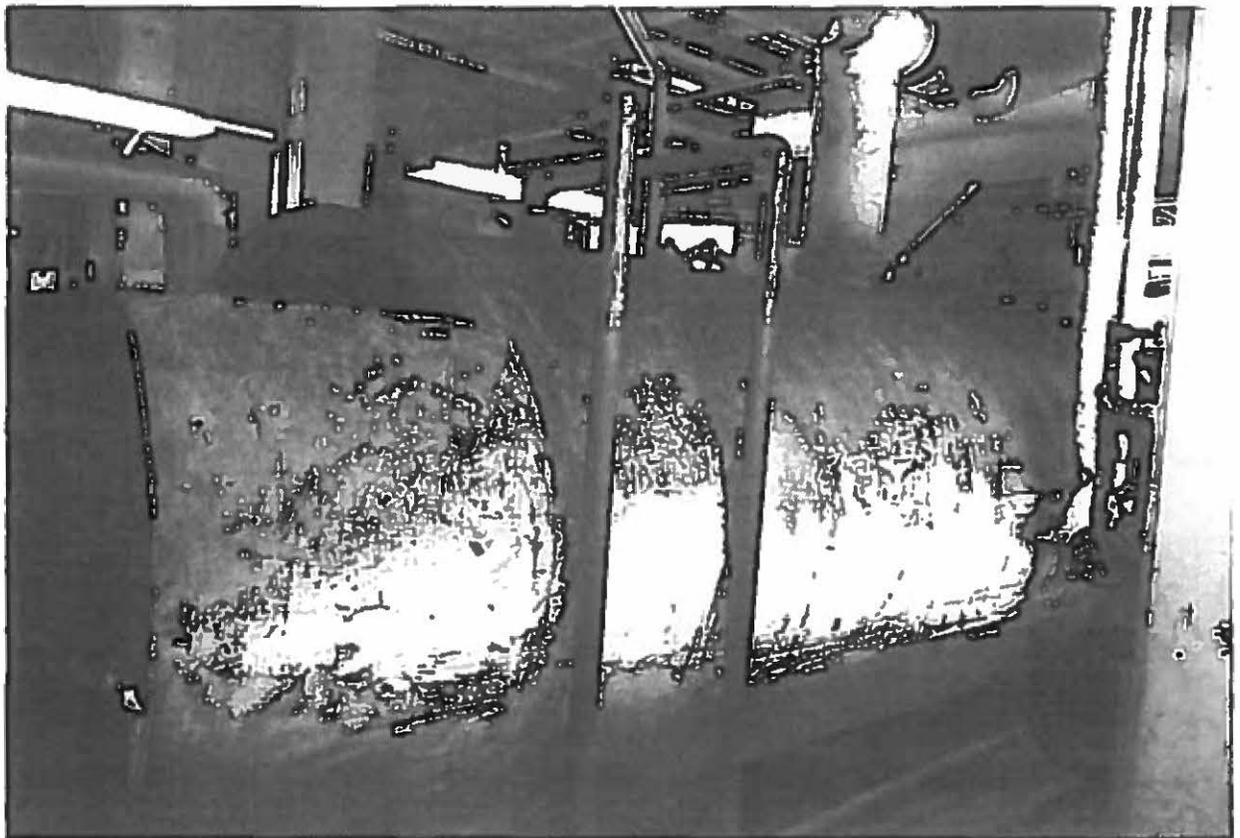


Newer burner on original boiler (1953)



DHW and Condensate return tanks

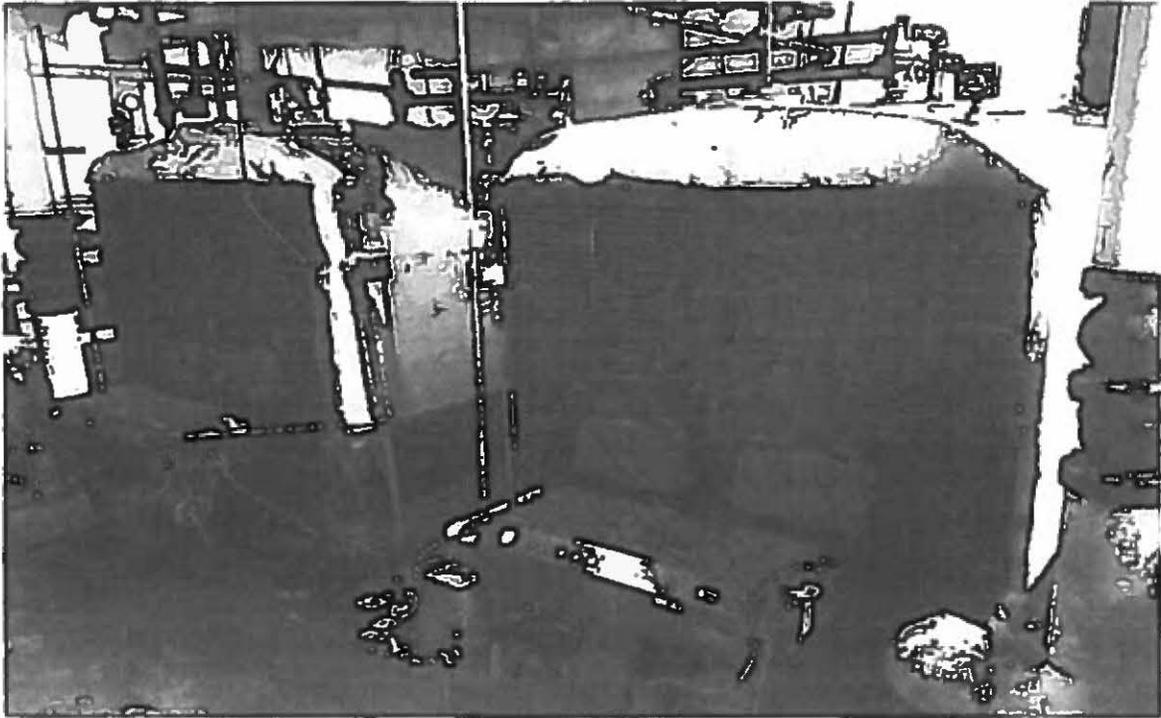




BOE Performance Contracting

- **Daniels Farm Elementary School-1962 Boiler replacement, installation of new DDC BAS to replace existing pneumatic and time clock system, and installation of new LED lighting interior and exterior. Project to be financed and paid for through the energy savings achieved over the next ten years.**
- **\$650,000**

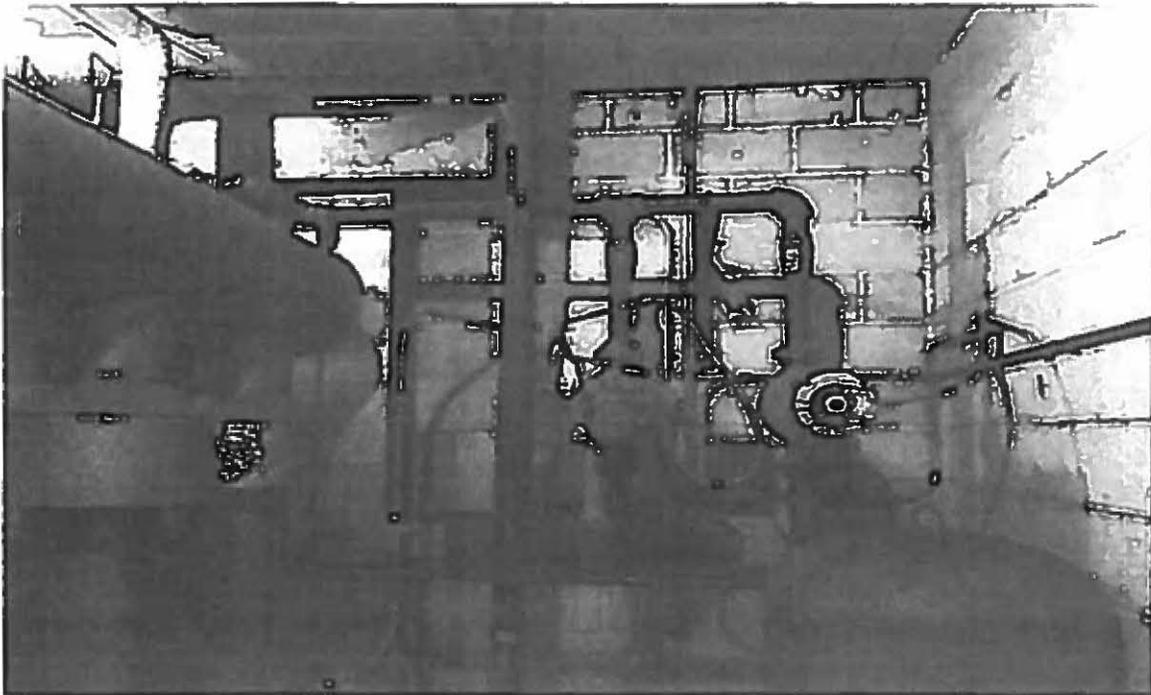
Daniels Farm Main boiler room



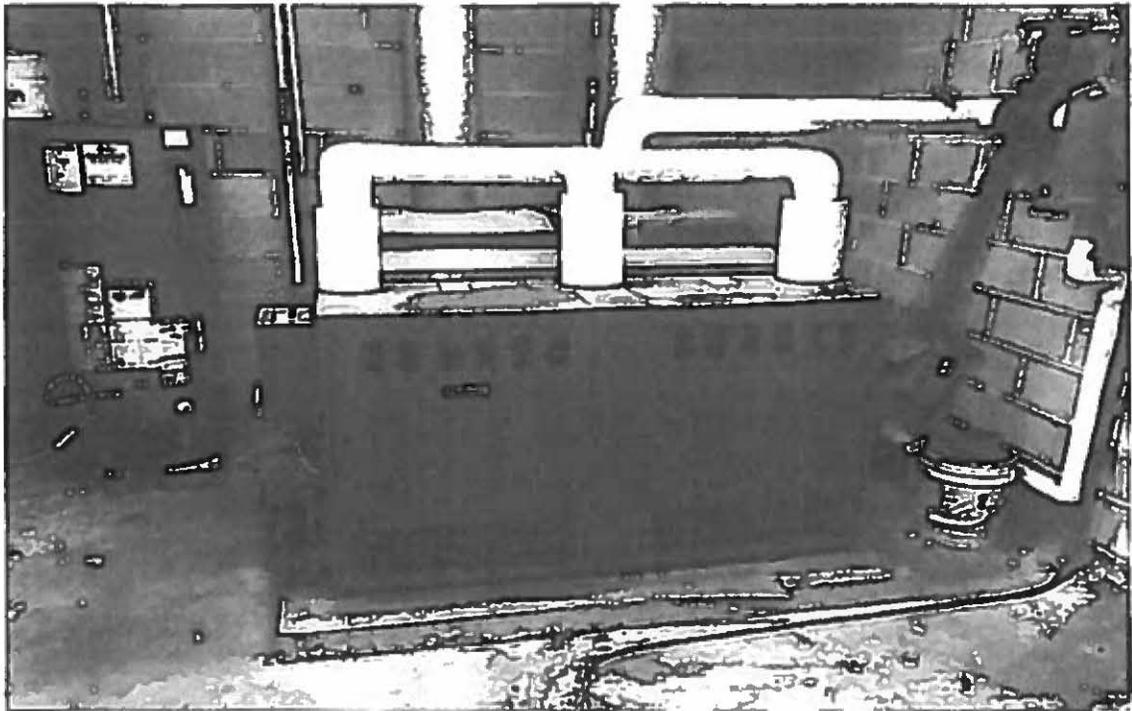
Daniels Farm Gym boilers



Daniels Farm Gym pump station



Daniels Farm 5th Grade boiler system



TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 17-Nov-16
AGENDA: 11-18-03
AMOUNT: \$1,925,000

2016-2017

APPROPRIATION

FROM: ACCOUNT NO.
ACCOUNT NAME

TRANSFER

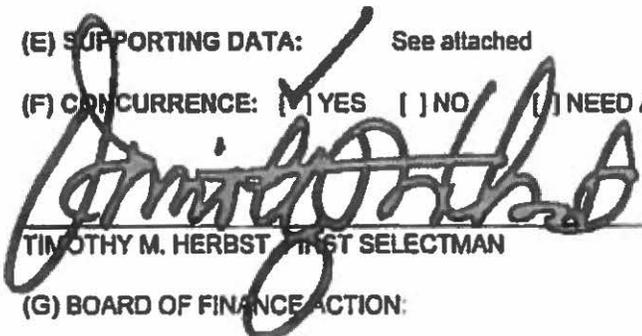
TO: ACCOUNT NO.
ACCOUNT NAME

(C) SUMMARY OF REQUEST: A RESOLUTION OF THE BOARD OF FINANCE OF TRUMBULL, CONNECTICUT, AUTHORIZING THE EXPENDITURE OF AN AMOUNT NOT TO EXCEED \$1,925,000 BY THE TOWN OF TRUMBULL FOR AN EQUIPMENT LEASE/PURCHASE AGREEMENT WITH RESPECT TO THE ACQUISITION, PURCHASE, FINANCING AND LEASING OF CERTAIN EQUIPMENT REGARDING ENERGY EFFICIENCY IMPROVEMENTS AND UTILITY COST SAVINGS AT DANIELS FARM SCHOOL, TASHUAL SCHOOL AND MIDDLEBROOK SCHOOL (THE "SCHOOLS").

(D) REQUESTED BY: First Selectman Herbst, Maria Pires, Finance Director, Sean O'Keefe, Business Administrator

(E) SUPPORTING DATA: See attached

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


TIMOTHY M. HERBST, FIRST SELECTMAN

(G) BOARD OF FINANCE ACTION:

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

11-16-03

PERFORMANCE CONTRACTING (No Bonding Required)			CY 2017 Capital Plan	
BUILDING	CATEGORY	DESCRIPTION		
Hilcrest Middle School	Roofing	Roof Replacement/Chimney Removal (Performance Contract Work)*		
		Total Hilcrest Middle School:		
Madison Middle School	HVAC	Boiler/BAD/Lighting (Performance Contract Work)*		
		Total Madison Middle School:		
Middlebrook Elementary	HVAC	Boiler/BAD/Lighting (Performance Contract Work)*	\$ 718,000	Self-funded thru
		Total Middlebrook Elementary:	718,000	Lease Financing
Daniels Farm Elementary	HVAC	Boiler/BAD/Lighting (Performance Contract Work)*	658,000	Self-funded thru
		Total Daniels Farm Elementary:	658,000	Lease Financing
Jane Ryan Elementary	HVAC	Boiler/BAD/Lighting (Performance Contract Work)*		
		Total Jane Ryan Elementary:		
Booth Hill Elementary	HVAC	Boiler/BAD/Lighting (Performance Contract Work)*		
		Total Booth Hill Elementary:		
Tachus Elementary	HVAC	Boiler/BAD/Lighting (Performance Contract Work)*	\$85,000	Self-funded thru
		Total Tachus Elementary:	\$85,000	Lease Financing
		TOTAL BOARD OF EDUCATION PERFORMANCE CONTRACTING	1,925,000	

69-91-11

Performance Contracting

Danels Farm Elementary School HVAC PC - \$775,000
Less LED funded with 2016 lease **- \$120,000**
 \$655,000

Middlebrook Elementary School HVAC PC - \$845,000
Less LED funded with 2016 lease **- \$130,000**
 \$715,000

Tashua Elementary School HVAC PC - \$640,000
Less LED funded wjth 2016 lease **- \$85,000**
 \$555,000

Total Performance contracting **\$1,925,000**

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 17-Nov-16
AGENDA: 11-16-04
AMOUNT: \$5,250

2016-2017

APPROPRIATION [X]
TRANSFER []

FROM: ACCOUNT NO.
ACCOUNT NAME General Fund \$5,250

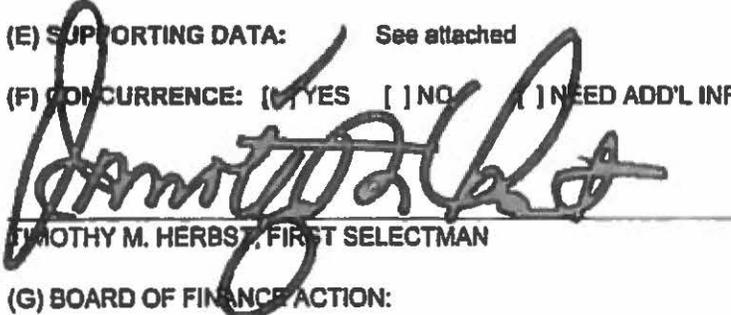
TO: ACCOUNT NO. 01010400-501103
ACCOUNT NAME First Selectman Salaries Seasonal \$5,250

(C) SUMMARY OF REQUEST: Estimated expense to fund coverage in First Selectman's office while employee is on maternity leave.

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

(E) SUPPORTING DATA: See attached

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


TIMOTHY M. HERBST, FIRST SELECTMAN

(G) BOARD OF FINANCE ACTION:

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

REQUEST FOR SUPPLEMENTAL APPROPRIATION							
DEPT: FIRST SELECTMAN							
DEPT #01010400							
FISCAL YEAR ENDED JUNE 30, 2017							
TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AVAILABLE BALANCE (OVER) UNDER	PROJECTED TO END OF YEAR	UNDER (OVER) BUDGET	SUPPLEMENTAL APPROPRIATION	BALANCE AFTER TRANSFER
11-16-04	FROM:						
	Fund Balance					8,250.00	
	TO:						
	First Selectman-Salaries-Temporary	01010400-501103	-	8,250.00	(8,250.00)	8,250.00	-
	To cover temporary help while employee on maternity leave						
	10 weeks at 25 hours per week=250@ \$15 per hour=\$5,250						

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 17-Nov-16
AGENDA: 11-16-05
AMOUNT: \$65,000

2016-2017

APPROPRIATION [X]
TRANSFER []

FROM: ACCOUNT NO.
ACCOUNT NAME General Fund \$65,000

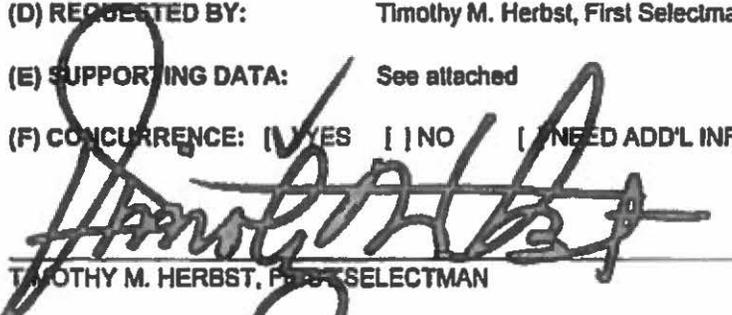
TO: ACCOUNT NO. 01012800-522202
ACCOUNT NAME Attorneys-Professional Services \$65,000

(C) SUMMARY OF REQUEST: Expense for fees paid to outside counsel to handle the AFB subpoena.

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

(E) SUPPORTING DATA: See attached

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


TIMOTHY M. HERBST, FIRST SELECTMAN

(G) BOARD OF FINANCE ACTION:

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

REQUEST FOR SUPPLEMENTAL APPROPRIATION							
DEPT: ATTORNEYS							
DEPT #01012800							
FISCAL YEAR ENDED JUNE 30, 2017							
TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AVAILABLE BALANCE (OVER) UNDER	PROJECTED TO END OF YEAR	UNDER (OVER) BUDGET	SUPPLEMENTAL APPROPRIATION	BALANCE AFTER TRANSFER
11-14-05	FROM:						
	Fund Balance					(65,000.00)	
	TO:						
	Attorneys-Professional services	01012800-522202	63.67	65,000.00	(64,936.33)	65,000.00	63.67
To cover attorneys fees paid to Day Pitney, LLP to review/submit town's generated documents due to federal subpoena							

Timothy M. Herbst
First Selectman



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

**TOWN OF TRUMBULL
CONNECTICUT**

November 10, 2016

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

**Re: Request for Supplemental Appropriation, \$65,000
Federal Investigation by the United States Department of Justice**

Dear Chairwoman Hammers:

The undersigned acting on behalf of the Town of Trumbull and the Trumbull Board of Education hereby requests a supplemental appropriation in the amount of \$65,000 concerning the above captioned matter. As most of you are aware, there is an active federal investigation currently underway involving Alfonso F. Barbarotta, AFB Construction Management Inc. of Trumbull, Connecticut and Conveo Energy of which the above named individual is a principal. Previously, AFB Construction Management, Inc. served as a contractor for the Town of Trumbull and the Trumbull Board of Education. It has been reported in various media outlets that AFB Construction Management, Inc. is currently under federal investigation in at least five different municipalities, including the Town of Trumbull.

In July of 2016, the Federal Bureau of Investigation (FBI) served both the Town of Trumbull and the Trumbull Board of Education with a federal grand jury subpoena. In August of 2016, the Hartford Courant and Hearst Media, Inc., submitted a Freedom of Information Act (FOIA) request to the Town of Trumbull requesting any and all subpoenas served upon the Town of Trumbull within the last year. Trumbull, like other municipalities, complied with this FOIA request. I am attaching a copy of the subpoena for your review.

As you may recall, before retaining counsel, I advised you of this matter and the need to hire outside counsel given the pendency and volume of the request. The subpoena served by the FBI and USDOJ requested six years of material relative to AFB Construction Management Inc., Alfonso F. Barbarotta and Conveo Energy. In response to this subpoena, it was of critical

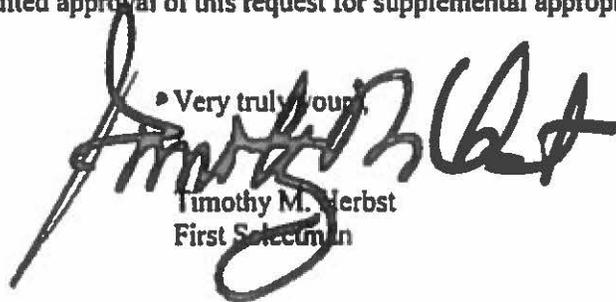
importance that the Town of Trumbull and Trumbull Board of Education ensure proper compliance while also guaranteeing that certain exempt or privileged documents be carefully reviewed.

First, there were two separate subpoenas served: one to the Town of Trumbull and one to the Trumbull Board of Education. In an effort to keep costs down and not duplicate efforts between both sides, in conversations I had with Dr. Cialfi and Chairwoman Chory, we believed it was prudent to have one quarterback guiding us through this process, so redundant efforts did not complicate or compromise the process. Separate compliance by both organizations would have driven up costs to the Town and the BOE.

Second, I should note that this subpoena was outside of the general retainer agreement for legal services for the Town of Trumbull. Third, given the brevity of the request, our Town Attorneys would have had to cease work on all other town legal matters to properly comply with this subpoena. Fourth, the process for reviewing and paginating these documents in accordance with standards prescribed by the USDOJ is strict, intense and laborious. Fifth, based upon the breadth of this investigation and the question of whether any crimes might have been committed against either the Town or the Board of Education, it is paramount that we engage legal services that have extensive experience in this regard. The law firm of Day Pitney has handled similar investigations and subpoenas in the past. Stanley Twardy, managing partner of the firm, is a former United States Attorney for Connecticut.

I can confirm that over 100,000 documents have been reviewed by our lawyers for purposes of compliance with this subpoena. This process took over two months with at least 98,000 pages of documents being turned over to the FBI and USDOJ. As there is an ongoing criminal investigation, I would prefer to limit my comments at this time. As this criminal investigation progresses, we will keep the Board of Finance apprised to the best extent possible without compromising an active investigation. Your prompt and expedited approval of this request for supplemental appropriation is greatly appreciated.

Very truly yours,



Timothy M. Herbst
First Selectman

Enclosure

CC: Dennis J. Kokenos, Town Attorney
Maria Pires, Director of Finance
Dr. Gary Cialfi, School Superintendent
Loretta Chory, Chairwoman, Trumbull Board of Education



United States Department of Justice

United States Attorney
District of Connecticut

Connecticut Financial Center
137 Church Street, 23rd Floor
New Haven, Connecticut 06510

(203) 821-3700
Fax (203) 777-3376
www.justice.gov/usa/ct

July 18, 2016

CUSTODIAN OF RECORDS

Town of Trumbull, CT
5866 Main Street
Trumbull, CT 06611

Re: Non-Disclosure of Subpoena

Dear Custodian of Records:

The attached grand jury subpoena issued on July 18, 2016 is returnable on August 2, 2016, before the federal grand jury sitting that date in New Haven, Connecticut.

The subpoena requests that the custodian of records produce certain documents described in Attachment A to the subpoena. In lieu of appearing before the grand jury, the Custodian of Records may comply with the subpoena by producing the responsive records to Special Agent, Paul M. Takla, FBI, 530 Preston Avenue, Suite 201, Meriden, Connecticut 06450, on or before the grand jury date.

Title 12, United States Code, Section 3413(i), exempts subpoenas issued by a Federal Grand Jury from the disclosure provisions of the Right to Financial Privacy Act of 1978. You are requested not to disclose the existence of this subpoena or its contents. Disclosure of the subpoena, or its contents, may impede an ongoing federal grand jury investigation into the possible commission of a felony, and consequently may interfere with the enforcement of federal law. Therefore, before you disclose the existence and/or the contents of this subpoena, please contact Special Agent Takla at 203-238-0505.

We also request that the custodian of records at your financial institution complete the attached declaration for any business records that are produced pursuant to this subpoena, to the extent that such records meet the conditions set forth in the declaration—that is, (1) that the records were made at or near the time of the occurrence of the matters set forth in the records, by a person with knowledge of those matters or from information transmitted by such a person, and (2) that these records are made, and are kept, as a regular practice in the ordinary course of business.

Completion of this declaration will significantly reduce the chances that you will be called as a witness at any future trial, where these documents might be offered as evidence.

Very truly yours,

DEIRDRE M. DALY
UNITED STATES ATTORNEY


LIAM S. BRENNAN
ASSISTANT UNITED STATES ATTORNEY

RECEIVED FOR RECORD
VOLUME _____ PAGE _____
2016 JUL 21 A 11:44
TRUMBULL LAND RECORDS
ATTEST
TOWN CLERK

LBB:ers



UNITED STATES DISTRICT COURT

for the
District of Connecticut

CJ N-15-1-118(18)
S/A Paul M. Taha, FBI

SUBPOENA TO TESTIFY BEFORE A GRAND JURY

CUSTODIAN OF RECORDS
Town of Trumbull, CT
3846 Main Street
Trumbull, CT 06611

TRUMBULL LAND RECORDS
ATTTEST
TOWNE CLERK
2016 JUN 21 A 11:44

VOLUME _____ PAGE _____

RECEIVED FOR RECORD

YOU ARE COMMANDED to appear in this United States district court at the time, date, and place shown below to testify before the court's grand jury. When you arrive, you must remain at the court until the judge or court officer allows you to leave.

Place: Robert N. Gleason Federal Building 150 Court Street, Room 125 New Haven, CT 06510	Date and Time: Grand Jury Room August 2, 2016 at 9:00 a.m.
-------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------

You must also bring with you the following documents, electronically stored information, or objects (if not applicable):

See Attachment A.

Note: Please include a copy of this subpoena with any materials or records produced. Records may be provided to Special Agent Paul M. Taha, Federal Bureau of Investigation, 530 Preston Avenue, Suite 201, Meriden, Connecticut 06430 telephone number (203)238-0505, Paul.Taha@ic.fbi.gov, on or before the Grand Jury date.

Date: 07/18/2016

CLERK OF COURT



Signature

The name, address, e-mail, and telephone number of the United States attorney, or assistant United States attorney, who requests this subpoena, are:

[Signature]
Thomas R. Brennan, Assistant United States Attorney
U.S. Attorney's Office, District of Connecticut
157 Church Street, 25th Floor
New Haven, CT 06510 Tel. 203-821-3700 Control No. 858



ATTACHMENT A - GRAND JURY N-15-1-118(18) - Page 1 of 3

**TO: CUSTODIAN OF RECORDS
Town of Trumbull, CT
5866 Main Street
Trumbull, CT 06611**

DOCUMENTS REQUESTED

For the period of January 2010 to the present, any and all records and communications relating to business between the Town of Trumbull and the following entities/persons:

- 1) AFB Construction Management**
- 2) Conoco Energy**
- 3) Alfonso E. Barbarotta**

To include contracts, leases, agreements, bids, invoices, payments, cancelled checks, records of meetings, e-mails, text messages, voicemails, and any other correspondence.

IN LIEU OF YOUR PERSONAL APPEARANCE BEFORE THE GRAND JURY, subpoenaed materials may be mailed to SA Paul M. Takla, Federal Bureau of Investigation, 530 Preston Avenue, Suite 201, Meriden, Connecticut 06450, telephone number (203) 238-0505, or e-mailed to paul.takla@ia.fbi.gov,





United States Department of Justice

United States Attorney
District of Connecticut

INSTRUCTIONS FOR PRODUCTION OF ELECTRONICALLY (DIGITAL) STORED RECORDS

This document details the data formatting specifications required for data submitted to the U.S. Attorney's Office (USAO) in response to litigation. The Government currently uses Concordance (ver 10.06) and IPRO (ver 3.6).

ANY VARIANCE FROM THESE STANDARDS MUST BE PRE-APPROVED.

A. MEDIA

All data and image deliveries must be made on CD, DVD, or USB 2.0 external hard drive.

B. DATA FORMAT

Data should be delivered in one of two formats:

1. As a Concordance database (.dcb)

- ✦ In most instances, the StartDates should be the Image Key field unless another field has been designated the key field by the Government.
- ✦ All fields should be indexed.

Note: If this method is chosen, and there will be more than one production, please confirm the database fields and structure remain consistent between data deliveries.

2. As an ASCII delimited text file (.dat)

If this method is chosen, please adhere to the following:

- ✦ The first line of the text file must contain the field names.
- ✦ The delimiters used should be the Concordance standards, of: comma (ASCII character 20), quote (ASCII character 254), and newline (ASCII character 174).
- ✦ Produce a page header indicator in the following format, << Batesno >>, on a separate line for every page of OGR.

C. DELIVERED FILES

The database or load file provided must contain, at minimum, the first and last Bates number for each document, and all applicable OCR text. OCR text should be incorporated directly in either the Concordance database or the ASCII load file, and not delivered in separate text files.

D. IMAGE/CROSS REFERENCE FILE GUIDELINES

I. IMAGE FORMAT

1. TIFF - Single page (Preferred) OR

- ✦ Documents should be scanned at 300 dpi, as single-page CCITT Group IV TIFF files. TIFF file names should match the assigned Bates number of the underlying document page, should be unique, and sequentially numbered. PDF files will be accepted only after a consultation between the provider and USAID technical support staff. Multi-page TIFF files are strongly discouraged.
- ✦ Bates numbers should be electronically "endorsed" onto images. The file name assigned to the image should match the underlying document's Bates number. Bates numbers should be alpha-numeric, with the numeric portion of the stamp being "zero-filled". As an example, an assigned Bates numbered series of documents such as "ABC1", "ABC2", "ABC3" would be unacceptable, whereas "ABC00001", "ABC00002", "ABC00003" is preferred.
- ✦ Images should be placed on delivered media in a master folder named XIMAGES.

2. PDF - Multi-page (text searchable)

II. CROSS-REFERENCE FILE

1. TIFF files must be accompanied with an image "cross-reference file", preferably in IPRO® .jfp format. This file associates each bates number with its corresponding single-page TIFF file name and indicates its location on the media provided. The file should contain one line for every page in the collection, and must contain the document Bates number and the full DOS path to the image, beginning with the media volume. Below is a sample IPRO file:

```
IM,ABC-000001,D,0,@VOL01;IMG_0000001;ABC-000001.tif;2,0  
IM,ABC-000002,D,0,@VOL01;IMG_0000001;ABC-000002.tif;2,0  
IM,3542-S-000001,D,0,@VOL01;IMG_0000001;3542-S-000001.tif;2,0  
IM,3542-S-000002,D,0,@VOL01;IMG_0000001;3542-S-000002.tif;2,0  
IM,3542-S-000003,D,0,@VOL01;IMG_0000001;3542-S-000003.tif;2,0
```

E. NATIVE FILES

With the exception of spreadsheets, electronic files should not be provided in their original or "native" format, but should be put through an electronic conversion (e-conversion) process, in which single-page TIFF images are created from all underlying document pages, and all text and applicable metadata from these files is extracted. Data, images, and image cross-reference files resulting from this process should follow the formatting specifications detailed in the sections above.

Spreadsheets (such as Microsoft Excel or Lotus 1-2-3) should be provided in both e-converted and native format.

F. SECURITY

All submissions of electronic data to the USAO must be free of computer viruses. In addition, any passwords protecting files or media must be removed or provided.

Rev. October 2013