

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

TOWN HALL  
Trumbull

TELEPHONE  
(203) 452-5000



FINANCE COMMITTEE  
MINUTES  
SEPTEMBER 29, 2022

CALL TO ORDER: The Chair called the meeting to order at 7:30 p.m. All present joined in the Pledge of Allegiance.

ROLL CALL:

The clerk called the roll and recorded it as follows:

PRESENT: Kevin Shively, Chairman, Mary Isaac, Vice Chairman, Nicole Satin, Dawn Cantafio, Tony Scinto, Mike Buswell, Alternate

ABSENT: Steve Choi, Joy Colon, Alternate

ALSO

PRESENT: First Selectman Vicki A. Tesoro, Chief Administrative Officer Cynthia Katske, Town Attorney Daniel Schopick, Finance Director Maria Pires, Town Council Chairman Ashley Gaudiano

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1. RESOLUTION TC29-80: Moved by Isaac, seconded by Cantafio  
BE IT RESOLVED, That \$68,560 is hereby appropriated from the General Fund to Public Works/Building Maintenance 01030200-578802 Maintenance-Repair Equipment/Building.

Ms. Pires explained this resolution has to do with building maintenance, there were several, the largest were emergencies. There was \$115,000 in emergency expenses, but was able to cover some within their budget. The difference is \$68,560. Part of the cost has to do with the escalation of pricing for materials. These resolutions represent the close of FY2022, there will be no more transfers or supplemental for FY2022.

Ms. Pires clarified the police department items were not part of the recent renovation. It was noted by the committee that the locker room was part of the renovation. Ms. Pires will look into that. The committee questioned the LED lights on the list of emergencies. The Highway Department Building Maintenance reviews all work, they cannot anticipate

everything that will need to be done. There are many issues with the elevators and HVAC systems. Ms. Pires will confirm the list of emergency items for the full council meeting. The emergency lighting at the library did go down. The Chair asked that there be more detail for this resolution for the full council meeting.

VOTE: Motion CARRIED 5-1 (AGAINST: Scinto)

2. RESOLUTION TC29-81: Moved by Scinto, seconded by Cantafio  
BE IT RESOLVED, That \$44,459 is hereby appropriated from the Fund Balance to various accounts. (Schedule Attached)

Ms. Pires explained these are expenses that could not be covered by the individual departments.

- Board of Assessment Appeals Clerical: There were more meetings, and legal notices.
- Purchasing Overtime: There was more over-time because of all the bidding town does for the BOE and the town. They are still working with the BOE on sharing the overtime cost, it was not included in the budget, and they are still trying to collect the information necessary to calculate their portion of the cost.
- Technology Overtime: Was due to the Zoom meetings and any after hour tech issues. There is a budget item for Zoom meetings in this FY2023 budget.
- Town Clerk: The Muni-Code renewal was higher than expected.
- Emergency Management: More use of the Everbridge reverse 911 communications software. It was used more than the average.

VOTE: Motion CARRIED unanimously

3. RESOLUTION TC29-82: Moved by Satin, seconded by Cantafio  
BE IT RESOLVED, That \$59,877 is hereby transferred from Contingency 01013800-501116 to various accounts. (Schedule Attached)

Ms. Pires explained the Contingency account is used for the settlement of labor contracts, and retirements. If there were funds in the individual accounts they would have transferred the funds and not taken from Contingency.

Fire Marshal, Building are the largest items which had to do with a retirements in the departments. They paid-out unused vacation and sick time. Another is Public Works where there was an upgrade to a position. Those are the largest items on the schedule. These could not be funded through the individual departments. It had been budgeted for in Contingency. The retirements are not be an on-going cost, but there are different retirements budgeted for every year in Contingency. The \$27,000 represents a retirement pay-out of vacation, sick time and a wage increase per contract.

VOTE: Motion CARRIED unanimously

ADJOURNMENT: There being no further business to discuss and upon motion made by Cantafio, seconded by Satin the Finance Committee adjourned at 7:46 by unanimous consent.

Respectfully Submitted,

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Margaret D. Mastroni, Clerk

		#REF1				
		SUPPLEMENTAL APPROPRIATIONS FY 2022				
					BALANCE BEFORE TRANSFER	BALANCE AFTER TRANSFER
TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT #			AMOUNT OF TRANSFER	
09-22-01						
01	FROM FUND BALANCE				44,459.00	
	TO					
	BD OF ASSESS APPEALS-SERV & FEES-CLERICAL (1)	01011800-522201		(1,118.58)	1,120.00	1.42
	BD OF ASSESS APPEALS -LEGAL NOTICES (1)	01011800-545501		(311.76)	312.00	0.24
	PURCHASING - SALARIES-PT/PERMANENT (2)	01012200-501102		(3,178.35)	3,179.00	0.65
	PURCHASING - SALARIES-OVERTIME (2)	01012200-501105		(19,211.63)	19,212.00	0.37
	TECHNOLOGY - SALARIES-OVERTIME (3)	01012600-501105		(9,571.28)	9,572.00	0.72
	TOWN CLERK - SERVICES & FEES-CONTRACTUAL (4)	01013600-522204		(5,416.34)	5,417.00	0.66
	EMERGENCY MNGMT - MNTNCE/REPAIR SERV CONTR (5)	01023400-578801		(5,646.01)	5,647.00	0.99
						-
						-
						-
					44,459.00	
	REASON FOR SUPPLEMENTAL					
	(1) More meetings due to more appeals					
	(2) To cover extra work due to more bidding/capital projects					
	(3) To cover extra work due to Zoom meetings and other after hours tech issues					
	(4) To cover Muni Code renewal, unknown at time of budget					
	(5) More Everbridge usage					

#REF!						
<b>TRANSFERS FROM CONTINGENCY - FY ENDING JUNE 30, 2022</b>						
TRANSFER NUMBER	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	BALANCE BEFORE TRANSFER	AMOUNT OF TRANSFER	BALANCE AFTER TRANSFER	
092202 02	FROM					
	CONTINGENCY	01013800-501116	90,065.00	(59,877.00)	30,188.00	
	TO					
	TREASURER-SALARIES-FT-PERMANENT (extra day in fiscal year)	01012400-501101	(98.77)	97.00	0.23	
	FIRE MARSHAL - SALARIES-FT/PERMANENT (Retirement/contr incr)	01022800-501101	(27,571.77)	27,572.00	0.23	
	BUILDING - SALARIES-FT/PERMANENT (Retirement)	01023200-501101	(1,449.69)	1,450.00	0.31	
	BUILDING - SALARIES-SEASONAL/TEMP (Retirement)	01023200-501103	(8,888.96)	8,889.00	0.04	
	BUILDING - SALARIES-OVERTIME (Retirement)	01023200-501105	(8,780.88)	8,781.00	0.12	
	PW-DIRECTOR - SALARIES-FT/PERMANENT (upgraded position)	01030000-501101	(8,506.45)	8,507.00	0.55	
	PW-DIRECTOR - SALARIES-OVERTIME (Call back for emergencies)	01030000-501105	(4,580.98)	4,581.00	0.02	
				<b>59,877.00</b>		
	<b>To cover shortfall in salaries due to settlement of contract, retirements and 1 extra day if fiscal year</b>					