

Town of Trumbull

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Emergency Management Shelter Building Committee Meeting
Wednesday, December 5, 2012
7:00pm
Trumbull High School

The meeting was called to order at 7:05 by the Chairman, Al Zamary.

Present: Al Zamary, Roger McGovern, Loretta Chory, James Meisner (entered at 7:10pm), Lisa Labella, Tony Scinto. Also present: William Chiarenzelli, Chief Thomas Kiely, Devang Patel, John Sigona, John Marsilio.

Past Minutes: Lisa Labella moved, seconded by Loretta Chory, to approve the minutes of October 17, 2012. Motion passed unanimously.

Tour of the Facility: Lisa Labella noted she was hoping to see the areas to be focused on. Mr. Chiarenzelli presented a plan that was determined by the mass care team. Mass care is a process which filters down from the federal government to the municipality. Each municipality has a mass care function known as six or eight or a combination. You have members that are professionals in the fields of public health, EMS, health department, social services and it is specific to sheltering and the needs of the town during emergencies. When the town discovered we did not have the appropriate amount of generation to run the high school as a shelter as it had been run in the past, meetings were held and the plan presented tonight is the outcome of those meetings. This takes into consideration a very broad section of sheltering and PODs, or point of dispensing, which may have up to 50,000 people in the course of 10 days if the issue were one of small pox. We do not have the personnel nor the volunteers in this community to provide shelters and PODs in various locations. We need to feed, sleep and hygiene people in this facility and maintain the function of the office when we have a major incident. Our small shelter at the senior center has a capacity of 60 people but its capacity was not enough during the last storms. Lisa Labella questioned if the committee is looking to support a shelter or a POD. Mr. Chiarenzelli noted the plan is to do both under one roof. The charge of the committee is to energize this facility for all emergencies. Mr. Marsilio noted the function should be congruent. More square footage would be needed to do both shelter and POD. This would be electrical and heat and would only be the ground floor.

Mr. Scinto noted that his research found that whatever power requirement you need, double it. Things will change over time and you don't want to have to keep adding over time. You should have more power than you need. There has to be a safety capacity. Mr. Marsilio felt, from a practical point of view, it would be prudent to accept the plan for the whole array of emergencies that might be faced by the town.

Mr. Meisner questioned the current wattage that we have now and what is the wattage that we need to cover the minimal amount considering a conventional back-up generator. Also, was powering the building with a fuel cell an option or is this even considered since it is not considered a true emergency back-up. Mr. Zmary noted the committee is not addressing the fuel cell option but only the generator for the building. A fuel cell is not a substitute for a diesel generator. Mr. Zmary noted that the committee should hire an engineer to review this plan.

Mr. Marsilio noted there is currently a generator here with a capacity of 370. Currently there is one half hour of emergency lighting and you lose your heat in the building after one half hour. The units on the roof need to be maintained. Lisa Labella noted the charge of the committee was not only to discuss the generator but to make sure we have the proper facilities for a shelter.

Devang Patel from UI noted the total building load is provided by two services. Analysis of usage was discussed. Max load at peak was 1200kw. Average house is 3-5kw. Air conditioning has to be considered in the usage requirements.

Al Zmary noted that we still need to have help with this question and we may need an RFP to get this done professionally so that we do this right. We would require a professional engineer. This individual would need a scope of services from the committee and input for ancillary items that are energy related. It was noted by Mr. Chiarenzelli that John Barbarotta was given the plan to review but no answer was received as to what was needed so the mass care team came up with the plan. Mr. Meisner noted the generator we currently have is bigger than the one we had before but the power requirements are greater which does not allow the building to be used as a shelter. Mr. Chiaranzelli noted that we should be color coding everything that is on the generator by making the outlets a specific color so you know where power is available. He noted we need to think about the mandates of the handicapped and special needs individuals. Hospitals cannot take the surge into the ER. Having a shelter is a mandate, sheltering animals is a mandate. This makes us eligible for reimbursement. We are in Region 1 which includes 14 towns that all run under the state mandates. PODs are not required to be regional. We do have a Trumbull/Monroe POD which the Director should address. We are planning for Trumbull not any other town although sharing may occur if towns agree. We are comfortable using 400 as the level of sheltering that we would need in Trumbull.

This committee is for a generator and to make the high school a proper shelter. Discussion was held regarding the fuel options – diesel or natural gas – and the senior center. It was noted that a fuel task force is responsible for delivery of power and fuel.

Mr. Meisner commented about the one half hour for lights and heat. Mr. Chiarenzelli noted the generator is running and maintaining the roof top units so that they don't freeze and the half hour limit is on the batteries in the stairwell lights and the dissipation of heat over time. We do not

have the capability to put these on the generator. We had a 270kw generator; now we have a 350kw. Mr. Meisner stated he would like both diesel and natural gas units.

Mrs. Chory stated the committee should move forward with an RFP. Mr. Zmary entertained a motion to put on staff or a professional electrical engineer to meet with us with our specs that we come up with and have him/her deal with us. Mrs. Labella questioned the availability of funding for the project. It was noted that we are under the Building Committee and the fee should be part of the project. What is the right avenue for funding for the engineer? It is not clear what the budget is. Mrs. Labella moved to support a motion to put together the RFP for the engineer. Second by Mr. McGovern. Discussion of the correct staffing to be reviewing this project. Mr. Patel noted that the scope of work must be well defined and a professional electrical engineer who is familiar with these types of projects should be hired. The committee should contact Bob Chimini for his input. Specs for this type of project should be available as other towns have done similar projects. The town does have 5-6 on-call individuals who have put in their availability to the town for projects and the committee is welcome to review these applications so see if anyone qualifies. If not, than an RFQ should be written for the project, not, an RFP, since we are looking for a person who is qualified not looking for a price.

After further discussion, Lisa Labella entertained a change to the motion to state that we direct the Chief of Police and the Chair, or their designee, to review the existing submissions and should they not find them adequate, proceed to put out an RFQ.

Mr. Chiarenelli noted that Steve Kennedy from the Board of Education needs to be involved in this decision as he is familiar with the building and its capacity.

Mr. Meisner and Mr. Marsilio left the meeting at 8:10pm.

Mr. Chiarenzelli stated that all players involved should meet so everyone understands what is happening and agree on the scope of the project to be completed. Mr. Patel noted that the project must meet the ERA licensing and testing and interconnection process. This information will be sent to Chief Kiely.

Mr. Zmary moved to adjourn the meeting at 8:20pm. Seconded. Unanimous.

The next meeting will be held Wednesday, January 2 at 7pm.

Respectfully submitted,

Barbara Crandall
Clerk