

Town of Trumbull

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Emergency Management Shelter Building Committee Meeting
Thursday, January 10, 2013
7:00 pm
Trumbull High School

The meeting was called to order at 7:00pm by the Chairman, Al Zamary.

Present: Al Zamary, Roger McGovern, Loretta Chory, James Meisner (entered at 7:06pm), Lisa Labella (entered at 7:08pm), Tony Scinto, Lt. Ron Kirby. Also present: Patrice Sulik, Allan White, Chief Thomas Kiely, John Marsilio, and representatives from Antonozzi Associates – Paul Lisi and Boris Krepak.

Past Minutes: Roger McGovern motioned, seconded by Loretta Chory, to approve the minutes of December 5, 2012. Motion passed unanimously.

Discussion began with Allan White noting that he did not have any drawings related to the high school generator. He did note that in order to proceed, the committee would need to know the requirements of the project and location in the building before a review can be done as to what capacity is needed. Antonozzi Associates Paul Lisi and Boris Krepak were in attendance to gather information so they could proceed with the design of the generator, whether new or additional.

Chairman Zamary noted the committee is charged to discuss the purchase and feasibility of a generator to provide shelter for people in an emergency.

Chief Kiely gave a short history of the generator as it related to the renovations to the school. He noted that last January, a generator was installed that was better than the last generator, however, it is not big enough to run a shelter for the town. The current generator only keeps the roof units from freezing. Maps were created to show the current needs. He noted that the committee is not at a point to work on the project.

Mr. Marsilio noted the plan shows the needs in the areas designated to be powered in an emergency and that there should be a matrix to decide if an additional generator needs to be installed. We need a budget,

installation times, details of the installation, and what disruption it might cause. Much work needs to be done before this project can occur.

James Meisner entered the meeting at 7:06pm.

Mr. Lisi questioned the POD. This was cited in a letter from July 2012 as a concern. It was noted that everything listed on the drawings for the POD and shelter is still current.

Lisa Labella entered the meeting at 7:08pm.

Lt. Kirby noted the media center might also need power.

Discussion of a tour of the highlighted areas on the building map was held. It was noted that members of the committee would like to see the areas that would be included. However, there was no individual at the meeting that was able to provide a tour who was familiar with the school. Lt. Kirby noted this would include the gym, cafeteria, media center and M Wing. These areas would provide adequate coverage for the POD and shelter. Steve Kennedy should be the contact person who is familiar with the school.

Discussion was held as to what would be utilized in this area such as medical equipment, etc. It was agreed that Patrice Sulik from the Trumbull/Monroe Health Department, Lt. Kirby, and Steve Kennedy would meet to discuss details with Antonozzi. Mr. Krepak noted he needs the breakdown of the information and then they can calculate the loads.

Mr. Chiarenzelli provided a description of the history of the current generator problems. He noted that Steve Kennedy advised them that the current new generator would not be able to handle the building as a shelter. We are now at bare bones that keep the circulators running so they don't freeze. Coverage has definitely diminished with the new generator.

Discussion of procurement of drawings was held. Mr. Marsilio noted that Al Barbarotta would be helpful as he is the owner's rep and can facilitate getting information as well as Steve Kennedy. It was noted that Mr. Barbarotta took the plans to go back to the project contractor for information but this information has not been received. Allan White noted he received one sheet of information this afternoon.

Ms. Chory noted that some of the members of the Shelter Committee were unaware that Antonozzi had been hired to work on the project. It was also felt by Ms. Labella that some members were not provided with information regarding this hiring nor had paperwork for reference which was provided to some committee members.

Mr. Marsilio noted that drawings for the building must be held by AFB or O&G. He noted Antonozzi is here to develop a scope of services and will review the data they need to develop the plan. We now have a process and someone to analyze the "what" part, provide the needs assessment for the state and give us the "how" part. They also will put together a budget, schedule and disruptions. To complete the analysis, they will need the as-built drawings of electrical and mechanical systems. Mr. Marsilio will provide the necessary drawings and provide additional help if required. Mr. Lisi noted they would need any specific

directions they would need to know. Mr. Meisner requested dual fuel options be considered. It was noted that when they have the drawings, they will make the load analysis and decide the best way to use the generator they currently have. The study will be written for approval which would include project costs. This may take approximately two weeks after the plans are reviewed. Chairman Zamary stated he would like this information by the next meeting on February 6. Ms. Chory requested the information be distributed prior to the meeting.

Funding for the project was discussed. Chairman Zamary noted the money will come out of the budget for the renovation and Carl Massaro will facilitate this process.

Lt. Kirby requested that sensitive issues in the project be discussed in a work group. Chairman Zamary noted the committee would review these items in Executive Session.

Motion was made to go into Executive Session at 7:45pm by Roger McGovern; seconded by Lisa Labella, approved unanimously. Lisa Labella moved to come out of Executive Session at 8:02pm, seconded by Roger McGovern, approved unanimously. Carl Massaro entered the meeting at 7:56pm while in Executive Session.

Additional discussion was held regarding the funding of the project. Mr. Massaro will facilitate the approval of funding through the Town Council. It was noted that the funding request will not be in time for the February Town Council meeting as they meet two days before the next meeting of the committee.

Meeting Dates for 2013

It was decided to hold all committee meetings on the first Wednesday of the month at 7pm.

Adjournment

There being no further business, Lisa Labella moved, Roger McGovern seconded, to adjourn the meeting at 8:10pm.

Respectfully submitted,

Barbara Crandall
Clerk