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Emergency Management Shelter Building Committee
May 1, 2013
7:00pm
Nichols Room

Present: Chairman, Al Zamary, Lt. Ron Kirby, Roger McGovern, Loretta Chory, Lisa Labella, Tony Scinto, James Meisner. Also present John Marsilio, Allan White, Paul Lissi.

The meeting was called to order at 7pm by the Chairman, Al Zamary followed by the Pledge of Allegiance.

Mr. Zamary requested updates from Mr. Marsilio and Mr. Lissi. Mr. Marsilio explained to the Committee that the facility needs to be completed before the engineers can proceed with the development of plans and design of the project. As built drawings cannot be finalized prior to the completion of the renovation and then certification of the project needs to be completed. This certification will be ready in October as they are expecting completion of the project in September. The project management team will be providing the necessary paperwork at that time. Impact to the school will need to be assessed to determine when the new generator project can be started.

Mr. Lissi noted there are four steps to the project. We have completed step one which is the action plan. The second step is the verification phase. Third step is the design and the last is the construction. Mr. Lissi reviewed for the committee the various steps needed to be completed for the verification which cannot be started until after September.

Ordering of the generator must be delayed until after the verification is completed as this step will determine the size needed for the project. Mr. Lissi noted there is a lot of prep work that needs to be done prior to the generator installation.

Discussion was held regarding alternative shelter locations. Lt. Kirby noted several options are being considered until this project is completed. This is being reviewed by emergency management. It was noted that the Emergency Management Shelter Building Committee is not responsible for finding this alternative. It was felt that this might fall under the Police Commission.

Carl Massaro entered the meeting at 7:23pm.

It was agreed that the next meeting would be September 4, 2013 with an email in late August as to where the project stands. If there is no new information at that time which allows the committee to move forward, the meeting will be cancelled.

Mr. Meisner noted the generator for Stern Village is near completion and they are working on getting a generator for the main building.

There being no further business, motion was made by Mr. Meisner, seconded by Mrs. Chory to adjourn the meeting at 7:25 pm.

Respectfully submitted,

Barbara Crandall
Clerk