

Town of Trumbull
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TOWN HALL
Trumbull

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Emergency Management Shelter Building Committee
May 7, 2014
7:00pm
Nichols Room – Town Hall

Committee Members Present: Chairman Al Zamary, Lt. Ron Kirby, Roger McGovern, Daniel Marconi, Tony Scinto and Loretta Chory

Committee Members Absent: Rosemary Seaman

Also Present: Allan White, Paul Lisi, Carl Massaro

The meeting was called to order at 7:05 pm by the Chairman followed by the Pledge of Allegiance.

Past Minutes

Motion was made by Mrs. Chory to approve the minutes as written, seconded by Mr. Marconi. Approved by Mr. Zamary, Mr. Marconi, Mr. Scinto, Mrs. Chory. Mr. McGovern and Lt. Kirby abstained as they were not present.

Appointment of Vice-Chairman

Mr. McGovern moved to appoint Mrs. Chory as Vice-Chairman of the committee. Seconded by Mr. Scinto and approved unanimously.

Update on Bid Process

Mr. Lisi noted the project is out to bid with bids due May 14, 2014. Once the bids are opened, the low bidder will be reviewed for qualifications. A scope review meeting was conducted so that all bidders understood the scope of the project. There was a mandatory walk through attended by ten contractors. Five appeared to be general contractors and five electrical contractors. He expects these contractors will team up for the project. It was noted that the low bidder will be reviewed by Mr. Lisi, Mr. Marsilio, Mr. White and Mr. Chimini from Purchasing. Then it will be presented to the committee for approval. A special meeting might need to be scheduled before the June meeting due to time constraints. It was agreed to have a meeting of the committee on Wednesday, May 21, 2014 at 7:00 pm.

Project Funding

Mr. Massaro stated that the Town Council, at its meeting Monday evening, was given a final update on the high school project. There is \$450,000 for the generator and the contract manager reported that bonding left over was in the \$600,000 range which is being reconciled with the appropriate individuals. The entire generator project is approximately \$1.3 million and Mr. Lisi expects the numbers to come in good. Mr. Massaro will work with the Finance Department and determine the funding source.

The work schedule was discussed. Mr. Lisi noted the contractors were advised that the time frame was June 23 through August 15. Some work can be done on the outside prior to the official start date. Concern was expressed about safety during Trumbull Day. Outside work would be minimal at that time. The generator is scheduled to be shipped at the end of May. However, Mr. Lisi felt the contractor would work out a plan to place the generator in its final spot so it doesn't have to be moved twice. Delivery to the site could be mid-July.

Security

Lt. Kirby stated anytime there is a shelter or POD open, PD is assigned. They are medically trained and there might be an ambulance assigned as well. Security would also include a traffic assignment, if necessary. Bill Connelly will be involved in these situations.

Generator Placement

This had been determined previously noting it would be left of the dock on the green area. The fuel tank for the generator would be underneath the unit. Mrs. Chory reiterated that school administration should be included in discussions. Mr. Lisi has coordinated with Mr. Kennedy on the project, including the pre-bid conference.

Adjournment

There being no further business, Mrs. Chory moved to adjourn the meeting at 7:20 pm. Seconded by Lt. Kirby and approved unanimously.

Respectfully submitted,

Barbara Crandall
Clerk

These minutes are considered a draft until the next meeting of the Emergency Management Shelter Building Committee.