

Town of Trumbull
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TOWN HALL
Trumbull

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Emergency Management Shelter Building Committee
November 13, 2014
7:00pm
Long Hill Conference Room – Town Hall

Committee Members Present: Chairman, Al Zamary; Roger McGovern, Daniel Marconi, Loretta Chory and Tony Scinto

Also Present: Allan White, Paul Lisi, William Chiarenzelli and Carl Massaro

The meeting was called to order by the Chairman at 7:02 pm followed by the Pledge of Allegiance.

Past Minutes

Motion was made by Mrs. Chory, seconded by Mr. Marconi, to approve the minutes of September 3, 2014 as written. One correction on page 2, last paragraph should read "Lt. Kirby noted supplies are all ready." Approved unanimously as amended.

Funding

Mr. Massaro noted there is approximately \$200,000 from the bond authorization remaining for Trumbull High School renovation. The Board of Education and the Superintendent have been given the remainder of the money to finish a few remaining projects. He noted the committee came in under budget and on time. The town is very grateful and he is very grateful that the committee has restored the shelter status to the high school. Comments were made regarding the power outage a few weeks ago in the evening. The generator powered up within seconds of the failure.

Final Project Overview

Mr. Lisi reported there are a few items on the contractor's punch list that still need to be addressed. The contractor will not be paid in full until these items are completed, training is completed and as-built drawings are received. Question was raised as to whether plantings are appropriate to cover the generator and the posts or could the shell be painted in any way such as with the school logo. Mr. Lisi noted there may be warranty or safety issues with doing this and the fire marshal should be contacted before anything is done. Mr. Massaro noted any plantings

would need to be addressed with the BOE. It was also noted that room must be maintained for the maintenance of the unit. There are two areas that must remain clear for servicing – one for fueling and the second is the access doors in the shell to the generator.

Mr. White reported the BOE needs to send its people to training so they can maintain the unit. Training is part of the entire package and important for the school employees who will be responsible for the generator.

Mrs. Chory questioned whether anything had been decided regarding the fueling of the generator. No decision has been made. Mr. Zamary requested that Mrs. Chory and Mr. White meet with the BOE regarding this. Mr. White noted the refueling would come under the emergency line item. However, service is a different issue. Mr. Massaro felt the BOE facilities department should take over this and it was noted by Mr. Chiarenzelli that this was past practice. Discussion was held regarding the fact that this issue must be resolved before budgets are finalized in the next few weeks. Mr. Massaro stated that, if an event occurs, and it is necessary to power the generator, the cost will be addressed either through state funding, the general fund or perhaps insurance. Generator maintenance, however, should be the responsibility of the BOE.

Mr. White stated they were unable to tap into the other fuel tank as proposed because of placement issues. If a storm is coming, the generator fuel tank will be filled to capacity. It currently has 5,000 gallons and can hold 8,000 gallons. Service contract for maintenance is approximately \$1,400.

Mr. Massaro requested clarification as to what the new generator powers in the school. Mr. Lisi noted the old generator powered the basic safety systems such as emergency lighting and rooftop mechanical units. The new generator takes care of the remainder of the building as required for the shelter which is approximately ½ of the school, not including the classrooms, with the focus on the commons wing.

Mr. Chiarenzelli noted that in recent conversations with the Superintendent of Schools, Mark Denning is the contact person and will work in conjunction with the Office of Emergency Management which is part of the town. You have an overarching document so it is not the BOE side or the town side. The Superintendent of Schools signs off on the Emergency Management Plan as does the First Selectman. The Superintendent, when the First Selectman calls an emergency, works with and stays in contact with the First Selectman of the town. Facilities are then oriented towards the needs of the town but we also need the support of the people who work in the buildings all the time. The shelter is a basic foundation created by the committee. Additional planning has been worked on and because of security reasons, the chief of police and Lt. Kirby cannot have those conversations here. He stated he is very grateful to all for selfishly creating this for the 37,000 people of the town. This is a wonderful thing for the town and he hopes it never has to be pressed into operation. We have the core, the employees and the training to overcome anything.

Mr. Zamary noted that the information received from the BOE will be shared with the committee members and Mr. Chiarenzelli.

Mr. Massaro stated he would close the committee in a couple of months when everything has been completed by the contractor.

Adjournment

There being no further business, motion was made by Mr. Marconi, seconded by Mr. McGovern, to adjourn the meeting at 7:23 pm.

Respectfully submitted,

Barbara Crandall
Clerk

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