

**TOWN OF TRUMBULL
CONNECTICUT**

Town Hall
5866 Main Street
Trumbull, Connecticut 06611



Trumbull Community Center Study and Building Committee
Thursday, October 20, 2016
7:00 pm
Long Hill Conference Room, Trumbull Town Hall

Present: Co-Chairmen Joseph Pifko and Daniel Marconi; Committee Members Jeannine Stauder, Richard Seaman, Dawn Cantafio, Lori Hayes-O'Brien, David Preusch

Also Present: Lynn Arnow, Chief of Staff; Thomas Arcari and Kevin McFarland from Quisenberry Arcari

Absent: Committee Member Joseph Costa

The meeting was called to order at 7:00pm by Mr. Marconi followed by the Pledge of Allegiance.

Past Minutes

Mrs. Stauder made two corrections to the September 15 minutes

1. Under Public Comment on Page 1 – noted the sentence beginning “Mr. Marconi noted the committee was equally disappointed...” should be a separate paragraph since the comments prior were all made by Cindy Katske.
2. Sixth section on Page 2 – should read “The architect will be setting up a joint meeting with **the** permitting departments...”.

Motion was made by Mr. Marconi to amend the minutes as noted. Seconded by Mrs. Stauder. Motion was made by Mr. Marconi to approve the minutes of September 15, 2016 as amended. Seconded by Mrs. Hayes-O'Brien and approved unanimously.

Old Business

1. An invoice was reviewed from Quisenberry & Arcari which is an intermittent bill for Phase 1. Mr. Pifko noted it corresponds to the contract for Phase 1 which was approved. Committee approved payment.
2. An invoice was reviewed from Survey Monkey for \$26.00 which is the cost per month to keep it active. Question was raised if it should be kept active or closed down. Also needed approval to pay the \$26.00 invoice. When it is active you can manipulate the data for various reports; when it is closed, the data remains but cannot be manipulated. Mrs. Arnow felt all data had been extracted to this point and does not feel anything more would be necessary. Mr. Marconi

moved to settle the account and close the Survey Monkey. Seconded by Mr. Seaman and approved unanimously.

Public Comment

1. Cindy Katske, 129 Meadowview Drive – Thanked the committee for holding the focus groups. Thought they were a good way to go about getting public input which was really needed. She reiterated her request for a list of meeting dates to be provided. One problem is, under FOI, regular meetings are those meetings that are listed on the schedule posted in the Town Clerk's office and every other meeting is either a special or emergency meeting. The committee had posted a list of meetings through June which means that this meeting, and all meetings since then, are special meetings. For special meetings, you are not supposed to have full business without specifying what the business is; you have to do exactly what is on the agenda and not stray or add to the agenda. It helps the committee to come out with a list of regular meetings and it helps the public because they want to know when the meetings are. If they are posted on the town calendar on the webpage, it is very helpful to the public.

Mr. Pikfo noted that meeting dates were decided on availability and all were posted on time.

Mrs. Katske noted the meetings should be posted and changed if necessary.

Mrs. Hayes-O'Brien also attended the FOI meeting but did not get the impression that these were special meetings. However, she did feel the calendar was helpful.

2. Kerry Malzewski, 163 Blackhouse Road – Thanked the committee for two additional presentations that will be held next week by the architect. She hopes many residents and students will attend to give a new perspective on this project. At the September 28 focus group, she had requested the architect put his presentation on the town website. It would be beneficial if it is linked out of the news and announcements section which would make it easy to locate and provide some feedback. Requested the committee continue to give that consideration. She felt it was unclear as to what the next steps are in the process as it pertains to how the modifications to the plans have been made as a result of the resident feedback. She feels the discussion of site selection on the agenda seems premature as there are two more opportunities to solicit feedback from residents and it seems backwards to discuss sites before a full plan has been finalized. Also curious what mechanism the committee has in place to share with residents how their input has or has not affected the plan and how will the committee go about informing the residents what the changes in the plan are as a result of the input. The effort has been made to solicit the input and feels there needs to be transparency into how the input is being applied to the overall plan. Residents need to know their input matters and find ways to expand on communication to the residents as this is a plan that will create a facility that is truly intergenerational in nature and will be supported and used by residents of all ages.

Mr. Pifko noted this is the first discussion of the focus group information by the committee. Site discussion on the agenda is not site selection or site vote. The architect needs to move along to start looking at sites. No sites have been given to him up to this point. It will be discussed tonight so that he can start to look at these particular sites as to their feasibility. It does not mean that these are the sites; it means at some point a selection will be made and some sites may be added down the road.

Mrs. Arnow noted the video is on the website on demand. Mr. Arcari stated he wanted to wait until the focus groups were done and then they would present it to the town to put on the website.

3. Joseph Cavagnuolo; 44 Arden Road -- At the last meeting at Middlebrook, it was mentioned you would possibly schedule a meeting with high school students. Has this been done?

Mrs. Hayes-O'Brien noted something has been put out through the PTAs and the school sent it out to all parents and students. It has been difficult with school schedules. Conversation has been held about the focus group and students are invited to the evening meeting. Mr. Arcari noted the meetings were geared towards the PTSA. There was specific talk about holding a meeting with TPAUD and other student groups during the school day which is more complicated to schedule. Meetings are scheduled on 10/26 at 7pm in the Senior Lounge at THS and 10/27 at the Long Hill Building at 9am.

New Business

1. Review of Focus Groups – Mr. Arcari noted there were seven specific focus group meetings and four tenant group meetings (senior center administration, parks and recreation, emergency services and the library board). There were also eleven different user group meetings at the Senior Center. Overall, it has been very positive; solicited a lot of input. He finds the focus group feedback has been geared more towards their feelings and the process than what they would like to see in a center. This could be in reaction to the threshold program that has been established and that some of the comments were already addressed. Some feedback has been received that was not in the original concept such as an aquatic center. All focus groups mentioned this addition and we will have to consider this as a part of the center.
2. Mr. Arcari reviewed the Program Assessment. This information is posted on line for review. Some specifics of the Program were clarified.
3. Mr. Arcari reviewed the Site Program Space. This information which is posted on line for review. He is trying to decide how much space will be needed to include all the amenities. Recommending 3.5-4 acres of buildable land.
4. Mr. McFarland reviewed the Programming Comparison which is posted on line for review.
5. Site Selection/Discussion – Mr. Arcari noted he would continue to meet with various groups in the near future. He will then refine the program from feedback from the groups and this will be the placeholder for exploring the various sites. A list was requested from the committee of all potential sites. It was noted the community was not in favor of placing this facility in a park although it was felt that the facility could enhance the park also. Advantages of this type of location were discussed. All potential sites will be reviewed independently from the work done previously by the committee. Mr. Arcari will create a matrix of values for several areas that need to be considered. From that matrix, a short list will be developed and a selection made. A key component will be a central location. A list of potential sites was given to Mr. Arcari that was prepared by Mrs. Bakalar of town-owned sites and one park. Any other property would need to be acquired. Town-owned sites will be considered first.

Next Meeting

Future meetings will continue to be held on the third Thursday of the month. The next scheduled meetings will be November 17 and December 15 at 7pm in the Long Hill Conference Room.

It was agreed that Mrs. Hayes-O'Brien would contact the IT Department regarding a quick link to Committee information.

Adjournment

There being no further business, motion was made by Mrs. Stauder to adjourn the meeting at 9:27pm. Seconded by Mr. Seaman and approved unanimously.

Respectfully submitted,

Barbara Crandall
Clerk