

**MEETING MINUTES**  
**Trumbull Veterans & First Responders Building Committee**

Via Zoom

Thursday, March 11, 2021

**Call to Order**

The meeting was called to order by Chairman Ray Baldwin at 7:02 pm

**Pledge of Allegiance**

**Attendance:**

**Present:**

Ray Baldwin, Chairman  
Bruce Silverstone  
Dan Sacco  
Steve Lemoine  
MaryBeth Thornton  
Preston Merritt  
Dawn Cantafio  
Michael Lombardo

**Also Present:**

Dan Martin, Assistant Finance Director, Town of Trumbull  
Jim Nugent, Attorney-Town of Trumbull  
George Wiles, Wiles Architects  
Bill Chin, Town of Trumbull, IT  
Kevin Bova, Town of Trumbull Purchasing Agent  
Ernie Foito  
Roy Mogard  
George Estrada, Director, Town of Trumbull Public Works  
Vicki Tesoro, Town of Trumbull First Selectman

**Public Comments:** None.

**Approval of Minutes from Feb. 11, 2021 Meeting**

Moved by Ms. Thornton, seconded by Ms. Cantafio to approve the Feb. 11, 2021 Meeting Minutes. **Vote: 8-0-0**

Mr. Baldwin thanked Mr. Estrada, Director of Public Works, for the work done at the site and said this has saved money for the town. Mr. Wiles echoed this sentiment and said that Public Works saved the Town time and resources. Mr. Wiles said they were able to do a geo-tech survey to really look into the site, and results are better than we thought. It was confirmed that the basement is in the right place; and tests for septic system were performed which were positive. This is important because it firms up the Committee's confidence that unknowns have been narrowed down for when they go to bid.

### **Review of the final design and plans by Wiles Associates** (George Wiles)

Mr. Wiles went over the bid documents, saying we are about 95% done.

Mr. Wiles presented the building drawings. There are 74 drawings broken down by architectural, electrical, plumbing, etc. The drawings are available upon request. Discussions took place around the drawings presented: Mr. Silverstone wants to get in writing that the fill has been checked and that it's suitable for our needs. Mr. Wiles said that Committee will get reports on the fill. Parking was also discussed, and there are sufficient parking spots. Mr. Baldwin stated that the Town Council approved funds to do a dredge study on Katz's Pond. The question of putting in a generator was discussed. Mr. Wiles will get more information and cost considerations on this and report back. The Committee can make this part of fixtures/equipment package for the building.

A discussion ensued on reinstating and adding a fire pit with seating to the building and it was agreed to add this into the plans.

Moved by Mr. Baldwin, seconded by Ms. Thornton to reinstate fire pit with seating in the plans for the TVFR Building. **Vote 8-0-0**

Moved by Mr. Sacco, seconded by Mr. Lemoine to accept Wiles Architects plans reviewed at this meeting. **Vote 8-0-0**

### **Update on State Grant and fundraising** (Rina Bakalar)

Ms. Bakalar was not present; however, Mr. Baldwin said we are 2-3 weeks out before getting grant. Once we have it, Committee will meet again to discuss plans on how to spend it on the site.

Mr. Baldwin spoke with Bill Muhl from Jim Hines' office who will visit the site in April. Mr. Muhl is very enthusiastic about this project.

### **Discussion and approval of Wiles Associates invoice #5752 (attached)**

Mr. Martin and Mr. Merritt reviewed invoice #5752 submitted by Wiles Architects and there were no concerns.

Moved by Ms. Cantafio, seconded by Ms. Thornton to approve Wiles Architect Invoice #5752 for \$33,300. **Vote: 8-0-0**

### **Other Business:**

Mr. Nugent stated that the building plans have to be presented to the Town Council. Mr. Baldwin asked Ms. Cantafio to add this to the Town Council's April agenda. Mr. Wiles can give a short presentation to them to get their approval.

Mr. Baldwin said very important things such as fixtures, appliances, furniture, need to be considered and chosen. He will contact members of the Committee to see which areas members want to be involved in terms of selection of sound systems, furnishings, appliances and split up the tasks among the Committee members.

### **Adjournment**

Moved by Mr. Sacco, seconded by Ms. Thornton to adjourn the meeting at 8:30 pm.

Vote: **8-0-0**

Submitted by

Marisa Petriello

**Wiles Architects, LLC**  
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Milford, CT 06460  
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## Invoice 5752



**BILL TO**

Raymond Baldwin  
RE : Trumbull Veterans &  
First Responders Center  
5866 Main Street  
Trumbull, CT 06611 USA

DATE	PLEASE PAY	DUE DATE
02/25/2021	<b>\$33,300.00</b>	02/25/2021

DATE	DESCRIPTION	QTY	RATE	AMOUNT
02/25/2021	Construction Document Services - Architectural Design/Documentation- 95% completion	74,000	0.95	70,300.00
	Less payment of Construction Document Services on invoice 5741 for 50% completion			-37,000.00

Thank you for partnering with Wiles + Architects

TOTAL DUE **\$33,300.00**

THANK YOU.