

**TOWN OF TRUMBULL
CONNECTICUT**

Town Hall
5866 Main Street
Trumbull, Connecticut 06611



Trumbull Community Center Study and Building Committee
Thursday, July 27, 2017
7:00 pm
Long Hill Conference Room, Trumbull Town Hall

Present: Co-Chairmen Joseph Pifko and Daniel Marconi, Dawn Cantafio, Richard Seaman, David Preusch and Jeannine Stauder

Also Present: Beth Taylor from Quissenberry Arcari

Absent: Lori Hayes-O'Brien and Joseph Costa

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

Past Minutes

Mrs. Cantafio made one correction to the minutes of July 5, 2017. Under Old Business #2 – should read, “LOTCIP application as Mrs. Cantafio had concerns about the breakdowns and portions paid by each applicant.” Motion was made by Mr. Seaman to approve the minutes of July 5, 2017 as amended. Seconded by Mr. Marconi.

Public Comment

No public comment.

Old Business

The Committee discussed with Ms. Taylor how to handle questions posed on the new website. Mr. Pifko felt the Committee should have a policy so that all questions are handled in the same manner. The following was discussed:

1. Topics with multiple questions will be answered on the website under the FAQ section.
2. Visitors should be instructed to read previous questions/answers. This may eliminate duplicate questions over time.
3. Questions should be divided as to who should answer them such as building design should be the architect, budget and operation questions should be answered by the Committee and other appropriate departments may be consulted as needed.

4. Website page changed to indicate that answers will be posted on the website and to refer to FAQ for information. Questions will be answered on a monthly basis after Committee review.
5. The entire Committee will be added to the list so that questions will be sent directly to them from the website for review.
6. The letter referred to at the last meeting was re-written at the meeting and posted on the site.
7. The speed of the time line needs to be slower so that people have the opportunity to read the entire slide.
8. Magnification of the floor plans will be done.

The Committee reviewed the seven questions posted to the website; answers will be posted to the website and the individuals will be contacted separately as the website needs to be changed as discussed.

Architectural estimates will be posted within the documents section as well as with the minutes.

Next Meeting

The next meeting will be August 17, 2017

It was noted that a life cycle analysis is being done which is a very important part of the project.

Adjournment

There being no further business, motion was made by Mr. Seaman to adjourn the meeting at 7:58 pm. Seconded by Mrs. Cantafio and approved unanimously.

Respectfully submitted,

Barbara Crandall
Clerk