

MEETING MINUTES

Trumbull Veterans & First Responders Building Committee

Via Zoom

Thursday, September 30, 2020

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
Michael Lombardo
Steve Lemoine
MaryBeth Thornton
Preston Merritt

Also Present:

Kevin Bova, Town of Trumbull Purchasing Agent
Jim Nugent, Attorney-Town of Trumbull
George Wiles, Wiles Architects
Anna, Associate at Wiles Architects
Rina Bakalar, Town of Trumbull Economic & Community Development Director

Approval of Minutes from August 27, 2020 Meeting

Moved by Ms. Thornton, seconded by Mr. Sacco to approve the August 27, 2020 Meeting Minutes. **Vote: 7-0-0**

Public Comments: None.

Presentation of revised floor & site plans by Wiles & Associates. Discussion and vote by members if acceptable.

Mr. Wiles presented the updated site plan which incorporated changes discussed at the last Committee meeting. There are 3 different schemes. Mr. Wiles commented that the surveyors and topographical surveys should be coming in soon. Among topics discussed were: parking along the road and the dumpster location. Mr. Silverstone's concern that dumpster is right in front of parking area and in view as soon as people drive up. Mr. Wiles said that the dumpster is enclosed and plantings can be added to conceal it even more. The Committee members would like the dumpster moved away from view, and Mr. Wiles said this can be done. Mr. Baldwin asked if any of the designs included the partial basement. Mr. Wiles said that each schematic includes a partial

basement. Different aspects of the building were discussed: conference room, possible gates on the deck (right now it's open). After discussion the Committee members voted on each of the site plan schemes presented by Mr. Wiles. All of the members liked Option 2 the best and it was unanimously chosen.

Next Steps – Now that the Committee has chosen the site plan, Mr. Wiles will engage structural and electrical consultants.

Ms. Thornton suggested having some sort of overhang covering the entrance to the facility that could be expanded when it rained or snowed. Mr. Wiles said he will be looking at ways to add this and incorporate into revision.

Discussion and vote on Wiles & Associates invoice/revision dated September 15,2020

Mr. Wiles discussed and answered questions on the two invoices he submitted. The invoices represent Wiles & Associates completion of the schematic design phase according to contractual commitment. The two invoices total \$27,750, and Mr. Bova confirmed that this was in the contract/PO. Committee discussed the breakdown/detail of invoices. Mr. Bova said next steps would be for the Committee to vote on paying the invoice. If Committee approves it, Mr. Baldwin will then sign the invoice and forward to Mr. Bova to process and issue check.

Ms. Thornton asked Mr. Wiles to provide a list of the project phases to the Committee so they could have some guidance. Mr. Wiles said he would send a list to the members.

Moved by Ms. Thornton, seconded by Mr. Lemoine to approve the Wiles & Associates invoice for payment. **Vote: 7-0-0**

Update on STEAP grant by Rina Bakalar

Ms. Bakalar said the state is a few weeks behind schedule, so still waiting to hear on the outcome of grant money application. Ms. Bakalar is speaking with our state delegation and pursuing applying for other state funding for the project.

Other business - None

Adjournment

Moved by Mr. Sacco, seconded by Mr. Merritt to adjourn the meeting at 7:50 pm.
Vote: 7-0-0

Submitted by

Marisa Petriello