

Trumbull Veterans and First Responders Building Committee

Minutes for meeting dated January 9, 2024
Trumbull Town Council Chambers 7pm

Members in attendance

1. Raymond Baldwin Jr.
2. Dan Sacco
3. Steve Lemoine
4. Michael Lombardo
5. Bruce Silverstone
6. Preston Merritt (via phone)
7. Kevin Shively

Staff and others present

1. Rina Bakalar
2. George Wiles
3. Dan Martin
4. Jim Nugent
5. Kevin Bova
6. Ernie Foito
7. Graham Bisset

-Meeting called to order at 7pm

-No one spoke at public comment

- Motion was made by Steve Lemoine and seconded by Dan Sacco to approve the minutes of the September 7, 2023 meeting - unanimous vote to approve

- Motion was made by Steve Lemoine and seconded by Mike Lombardo to nominate Dan Sacco as vice chairman of the committee- unanimous vote of approval

- Dan Martin presented a financial report on the two project accounts: \$2,600.00 remains in town bond authorization and \$67,675.00 remains in STEEP grant funds.

- George Wiles presented a detailed proposal to enter into Phase 1 of construction on the project which would include the construction of the foundation/backfill, construction of the engineered septic system, removal of the old asphalt in the parking lot & repaving, installation of storm water removal system/ site work and finally professional fees/ soft costs associated with this Phase. Rina Bakalar explained the financing of this Phase which would include the remaining STEEP money(\$67,675), Federal HUD grants (\$750K) and State grant funds (\$250K). Steve LeMoine, Kevin Shively, Bruce Silverstone and Dan Sacco posed various questions regarding certain add alternate items including, but not limited to, the outside vestibule footings.
- Kevin Bova, George Wiles and Rina Bakalar gave a detailed explanation of the bid process including deadlines and mobilization dates.

- At the conclusion of these discussions and after all committee members were heard the following five (5) motions were made:

1. Motion made by Kevin Shively and seconded by Steve Lemoine to approve the Phase 1 plan for both site work and concrete work including all soft costs as outlined in attached documents. Vote was unanimous to approve
2. Motion was made by Preston Merritt and seconded by Kevin Shively to approve the use of the \$250K in State grant money, given to Trumbull VFW Post 10059, to assist in the implementation of Phase 1 construction. Vote was unanimous to approve.
3. Motion was made by Kevin Shively and seconded by Preston Merritt to authorize Wiles & Associates to retain M&J Engineers for the purpose of doing all necessary engineering work associated with Phase 1 construction. The contract services are limited to the amount of \$25,448.00. Vote was unanimous to approve.
4. Motion was made by Steve Lemoine and seconded by Preston Merritt to approve an addendum to the professional services contract of Wiles & Associates for the purpose of implementing Phase 1 as detailed in the AIA Document B221-2018 attached. Vote to approve was unanimous
5. Motion was made by Steve Lemoine and seconded by Preston Merritt to use the Federal HUD money (\$750K) for the purpose of implementing and completing Phase 1 as outlined above. Vote to approve was unanimous

- Rina Bakalar updated the committee on the status of the \$1.2 million State bond request stating that we're still waiting on the governor to place our request on a bond agenda. As for the Federal earmark (Sen.Blumenthal) in the same amount we're waiting for the Congress to approve the Federal budget.

- Dan Sacco had nothing new to report on pledges and donations but reiterated that the money raised would be used to offset the operating expenses of the building once it's constructed and operational.

- A discussion ensued about the necessity to hire either a project engineer or clerk of the works for Phase 1. George Wiles and Kevin Bova both stated that for this phase at least there were enough safeguards in place that those positions were not necessary. This discussion will be revisited when we begin Phase 2.

- There being no further business a Motion to adjourn was made by Preston Merritt and seconded by Steve Lemoine. Vote was unanimous to adjourn.

Raymond G. Baldwin Jr.
Chairman TVFRC Building Committee