

**TOWN OF TRUMBULL
CONNECTICUT**

Town Hall
5866 Main Street
Trumbull, Connecticut 06611



Trumbull Community Center Study and Building Committee
Thursday, May 11, 2017
7:00 pm
Trumbull Town Hall

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

Also Present: Kevin Bova, Director of Purchasing and Dawn Savo, Assistant Director of Finance

Members Absent: Joseph Costa and Jeannine Stauder

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

Past Minutes

Mrs. Hayes-O'Brien noted a change in the minutes of April 20, 2017 on Page 4 under Budget Update – should read “Mrs. Hayes-O'Brien hoped that the committee was not only focusing on hitting under \$15 million.” Mrs. Hayes-O'Brien moved to change the minutes as noted. Seconded by Mrs. Cantafio. Motion was made by Mrs. Hayes-O'Brien to approve the minutes of April 20, 2017 as amended. Seconded by Mrs. Cantafio and approved unanimously.

Public Comment

No public comment.

Mrs. Hayes-O'Brien made a motion to move agenda item #3 under Open Session to before Executive Session. Seconded by Mrs. Cantafio. Approved unanimously.

Public Sessions

Mrs. Hayes-O'Brien noted that in the last minutes a robo call would be sent regarding the presentations. This call was not done to the residents. Mrs. Hayes-O'Brien also asked about the status of the website being developed through QA. Mr. Pifko noted this is being worked on and there will be a presentation at the next meeting. Background information is being gathered and the Committee will give final approval. This website will be available through the town website. Mr. Pifko noted there will also be an opportunity to ask questions about the project and answers will be posted if it is of general appeal to the public. Currently there is a problem with emails to the town addresses for the various boards and committees and Mr. Pifko does not want residents to feel they are being ignored. The town has advised the committee members not to open these emails because of the increased number of viruses being detected.

Mrs. Hayes-O'Brien noted that there were about 40 people at each presentation and 5-6 topics were consistent in all sessions. Mr. Marconi noted he is focusing on the three main ideas – what, where and how much. Many people are looking for operating costs that cannot be determined at this time. Mrs. Hayes-O'Brien also noted the residents spoke on fees and who would work in the facility. This does not fall into the scope of the Committee. It does fall into what is happening at the facility and it does fall back a bit on the building design. Discussion was held regarding operations within the building and how it impacts the design and function. Energy efficiencies will be notable in cost savings.

Mrs. Hayes-O'Brien noted another consistent topic was parking and she felt that Mr. Arcari did a good job in his presentation. In the past, it was noted the houses purchased would be overflow parking for the Library and now the Library will be overflow parking for the Community Center. She felt this was a bit confusing. Parking will always be a conversation at any presentation. Mr. Preusch noted there are questions being presented to the architect that they are unable to answer. This is only a first-pass design concept by the architect with input from this Committee. The answers to the other questions have their basis in the plan of the building that is unknown at this time. Various town agencies will be involved and will take the concept design and put together the components of the plan. Professionals have reviewed parking and have come up with a design to include a reasonable amount of parking needed for the building. This was done before a site was determined and after input, the parking plan was modified. This may change again in the future. Mr. Pifko noted the current Senior Center has 60 parking spaces; 200 spaces is a considerable amount for the plan.

Mrs. Cantafio asked about who will be using the facility during the day and about a list of those departments using the facility on a daily/monthly basis. Mothers with young children have not been addressed. The plan was developed through interaction with various community groups to know who is interested in using the space. This will evolve as time goes by. It is important that the town takes the plan and responds to the community. Mrs. Hayes-O'Brien noted the residents feel that if we build the Center, they will come and wants to make sure it is big enough. Mr. Pifko noted there would not be a duplication of programs; current programs will be held at their present locations. He also felt that some facilities are being underutilized at times. Discussion was held regarding the space in the proposed facility and some potentially underutilized areas. Some proposed users may be re-directed to other facilities should that be a better option.

Mrs. Hayes-O'Brien felt the pool conversation was in all presentations. There are multiple ways to look at this and the Town needs to look at the competition portion since residents are talking about it. Discussion was held regarding the pool possibilities. This topic is out of the Committee's charge at this time. Mrs. Cantafio spoke about the 8-24 approval. P&Z recommended that the light be included in this project as a recommendation not a requirement. However, with the trailhead, it would be required. Even if the Community Center does not move forward, this traffic light will happen.

Mrs. Cantafio asked if the architect could meet with the neighbors to get their input. It was felt that Mr. Arcari would be happy to meet with them. Mrs. Cantafio recommended that this meeting be set up.

Mrs. Hayes-O'Brien noted residents have asked about the rental opportunity in the proposed center. The Committee has discussed other facilities having rental opportunities but are not focusing on this type of activity at this facility.

RFQ Review

Mr. Bova explained the RFQ requirements and the templates used. He felt there was an adequate response with 12 bids received. Discussion was held regarding the review of the RFQs. Mr. Bova noted with the architect RFQ, it took the Committee longer than one week to review and come up with a short

list. This time, it is for a contract manager at risk. Mr. Arcari may want to be involved in the process. Mr. Pifko noted that an interview schedule cannot be set nor a short list of candidates at this meeting. These two items are off the agenda. At this point, the Committee can talk about the interview questions. Mrs. Hayes-O'Brien felt these questions should wait, as the most important item now is to approve scoring criteria. Once the RFQs are reviewed, it may lead to questions to ask. Mr. Pifko stated at this point, there is no reason to have an Executive Session.

Executive Session

No session held.

Next Meeting

The monthly meeting originally scheduled for May 18 will be cancelled and moved to May 25, 2017 at 7:00 pm.

Mrs. Hayes-O'Brien noted the Trumbull Times article states there will most likely be a referendum on this project and asked if this effects any of the work currently being done by the Committee. Mr. Pifko stated this has no effect on the Committee's work. Whether to go to referendum is a Town Council decision. What does the Committee have to have for the referendum? When the construction manager comes in with a price, the project will be redefined with regard to cost. We currently have a preliminary cost from QA that is a range. Discussion. Mr. Seaman felt the article stated that no matter the cost, the project would go for referendum. Mrs. Hayes-O'Brien asked what the referendum question looks like, does it have a specific number attached to it, and does it have to be what the construction manager comes up with as far as cost? Mr. Pifko discussed bonding of projects in the Town. This information needs to be available for residents to explain how the process works. There is still much work to be done before a referendum is decided.

Adjournment

Motion was made by Mr. Seaman to adjourn the meeting at 8:17 pm. Seconded by Mrs. Cantafio and approved unanimously.

Respectfully submitted,

Barbara Crandall
Clerk