TVFRC BUILDING COMMITTEE

MEETING MINUTES

Tuesday, August 4, 2026

Via Zoom

Call to Order

The meeting was called to order by Chairman Ray Baldwin at 7:00 pm.

Pledge of Allegiance

Attendance:
Ray Baldwin, Chairman
Dan Sacco
Bruce Silverstone
Richard Wolf
Mary Issac

Absent
Michael Lombardo

Also Present:
George Wiles, Wiles Architects
Paul Perrucci, Project Engineer, PAC Group
Rich Infante, Trumbull Public Works
Maria Pires, Finance Director
John Nugent, Attorney for Town of Trumbull
Graham Bissett, VFW Post 10059 Commander
Ernie Foito, Veteran Commander of the American Legion Post 141 Trumbull
Bob Sessions, Downes Construction

Public Comment: None

Approval of Minutes from July 16, 2026 Meeting

Moved by Mr. Sacco and seconded by Mr. Silverstone to approve July 16, 2026 Meeting Minutes. **Vote: 5-0-0**

Financial report (Pires)

Ms. Pires reported that she made a payment to PAC for $452,086.31 and paid builder's risk insurance, $4,698. Mr. Baldwin asked her to confirm Nagy invoice for 87,205. Ms. Pires will check on this.

Project update from PAC GROUP, and a presentation outlining the current timeline and construction schedule for the center (Wiles & Downes)

Mr. Perrucci said we hit a big milestone today--poured ground floor slab. Also: rough carpenter will start tomorrow to work on ground floor, will be coordinating with site utilities. Did lose a couple days due to weather last week, but moving in right direction. They are coordinating with inside the buildings and site utilities.

Review and approval of any outstanding invoices for PAC Group and Nagy Brothers (I will be forwarded prior to the meeting)

Mr. Baldwin and Mr. Wiles presented a summary to review and vote on.

Phase 1 site work - Nagy Bros. Change orders:

Items 5, 6a, 6b, 7, 9 need to be reviewed and approved. Mr. Wiles took the Committee through the items.

Mr. Wiles stated that Items 5, 6a,b, 7 are in conjunction with trucking and compaction of fill provided by Town. Nagy trucked it over and compacted it. This was to raise the parking lot by 3 feet. Items 5 and 6a are for trucking time. Breakdown of information appears to be in order.

Change order #9 is for 2025 and 2026 for $13,250.45.

Change order #5, 6a, 7 and 9 have already been completed.

Mr. Baldwin asked if anyone had any questions on the change orders.

Mr. Baldwin said item #8 (shoring) has been pulled out as it's already paid.

Change order 6B - Mr. Wiles said has 3 components (see attached)

All of these change orders amount to $64,524.11 .This money would have to come from contingency because it had not been budgeted. These costs incurred due to requirements from fire marshall.

Mr. Wiles confirmed that we will pick up five extra parking spaces. Permeable pavers were added which are part of storm water management system.

Ms. Pires - did pay 66,400 (App #8). Mr. Baldwin asked if we have App #7 - a May invoice. Ms. Pires asked for a breakdown on change orders to check numbers. Mr. Wiles will provide.

Mr. Wolf said we are trying to avoid touching contingency funds, and Mr. Baldwin said we don't have a choice because of requirements set forth by the Fire Marshall.

Moved by Mr. Sacco and seconded by Mr. Wolf to approve this set of change orders. **Vote: 5-0-0**

2nd group of change orders: #1-4

Mr. Wiles went through these.

App #1 - Payment to PAC Group for $253,833.76

Ms. Pires asked for copies of signed change orders going forward.

Moved by Mr. Sacco and seconded by Mr. Silverstone to approve this set of change orders. **Vote: 5-0-0**

Phase 2 change orders

The first one is for curtain wall proposal –PAC gave proposal of that. With change in scope, we weighed against the curtain wall and said we would use windows and patio doors. We asked PAC to consider going back to curtain wall and asked PAC for proposal. After the considerations, the net difference is $57,500. As long as the committee approves, lead time, materials, etc, at this time they are comfortable with pricing submitted.

Mr. Baldwin noted that the City of Shelton is donating $75,000 to the project, so this can be used toward the funding of the curtain wall.

Ms. Pires asked if the donated funds will be paid to the Town of Trumbull or the VFW. Mr. Baldwin said that the funds may be paid in whatever manner she deems most appropriate.

Moved by Mr. Silverstone and seconded by Mr. Wolf to approve the curtain wall. **Vote: 5-0-0**

Proposal to reintroduce deck–Mr. Wiles went through the image. Mr. Perrucci doesn't have pricing on this proposal yet, but he doesn't think it will be major. Mr. Baldwin said we should put this off until we find out the pricing.

Since we don't have an operating kitchen, it would be good to have a gas grill on the deck to use for events outside. The footings for the deck are already there, it's just a matter of getting the pricing for the deck. The balance from the Shelton donation can be applied to this.

Mr. Wiles went over it and #3 can go with #2 - Expand opening out to six feet. Mr. Perrucci treating this as one change. Mr. Wiles suggested getting a gas line out to deck, and should check with plumber on most economical way to do this.

Proposed flagpole lighting. Nagy donated the flagpole which includes footing, pole, lighting fixture. Mr. Wiles planned to have 2 spotlights on each side to illuminate the flag. Pricing is just for the two lights. Mr. Perrucci guessed it would be about $3,000k-$3,500 depending on the fixtures. Mr. Sessions asked Mr. Wiles about any town regulations for flagpole lighting. Mr. Wiles will check it out.

Last grouping are the pending changes on the horizon: purchase of fireplace and fire pit, conduits for fire pit, sound system, acoustic and IT, FF&E. We need to provide fire marshall with 5 or 6 scenarios of table configurations for proper egress and the utility company charges to bring poles and power to building. Mr. Perrucci added that one of the things is a potential credit of about $28K for overall reduction of door auto operators coming into lobby and vestibule.

The purchase of fire pit and fireplace inserts which will amount to about $12,000. Important because have to get gas lines in there and inserts need to be approved by Fire Marshall before they can be purchased. Mr. Baldwin said that we have money in joint VFW/American Legion account to cover inserts as well as the conduits.

Moved by Mr. Silverstone and seconded by Mr. Wolf to approve Items #1 & 2. **Vote: 5-0-0**

In order to make this operational, just purchase inserts for fire place and fire pit. Mr. Wiles will research and get Fire Marshall approval conduit for electronic start. Cost is less than $13,000.

Moved by Mr. Silverstone and seconded by Mr. Wolf to approve Items #1 & 2. **Vote: 5-0-0**

Invoice for $3,700.00 - G. Wiles construction contract administration.

Moved by Mr. Sacco and seconded by Mr. Silverstone to approve G. Wiles invoice for $3,700. **Vote: 5-0-0**

Fundraising report - (all building committee members)

Mr. Baldwin stated that we've done pretty well in these efforts. One possible donation will be coming from town of Monroe.

Mr. Nugent asked what will be used for funding on PCOs and a discussion took place. Mr. Baldwin said that we are expecting more donor money: Synergy Home Care-$20K, Hartford Healthcare-$5K, Town of Shelton-$75k. Mr. Baldwin said the Shelton mayor will be presenting us with the check (which has already been voted on by Board of Aldermen).

Any other business related to the project: None

Adjournment

Moved by Mr. Sacco and seconded by Mr. Wolf to adjourn the meeting at 7:17 pm. **Vote: 5-0-0**

Submitted by

Marisa Petriello

Phase 1 – Site Work Nagy Bros.

wiles + Architects

257 Naugatuck Ave
Milford, Ct 06460

tel. 203.366.6003

www.wilesarch.com

- Verify Application for payment have been process:
  - June App No 8 $66,400.00

- Change Orders:

5	Trucking (2025)	$1,680.00	completed	Formal approval needed
6A	Trucking (2026)	$3,762.36	completed	Formal approval needed
6B	Added Pavement	$27,199.00	proposed	Proposed
7	Machine Time Backfill	$15,632.50	completed	Formal approval needed
8	Purchase Shoring	$9,984.11	completed	Paid by Vets
9	2026 Winter Protection	$13,250.25	completes	From what funds

Phase 2 – Building PAC Group

- June App No 2 $253,833.76

- WA issued Proposed Change Orders:

WA PCO	001	Curtain Wall	PAC Proposal
WA PCO	002	Kitchen Deck	Proposal forthcoming
WA PCO	003	Fire Marshal Deck Expansion	Proposal forthcoming
WA PCO	004	Flagpole Lighting	Proposal forthcoming

Pending:

- Purchase of Fireplace and Fit Pit inserts
- 1" conduit to fit pit for electronic start
- Sound System & IT
- FF&E
- Utility Company Charges for 3 Phase service

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702 PAGE ONE OF PAGES

TO OWNER: TOWN OF TRUMBULL
5866 MAIN STREET
TRUMBULL, CT 06611

PROJECT: VETERAN CIRCLE
Site

APPLICATION NO: 8

PERIOD TO: 05/25/2026

Distribution to:
[X] OWNER
[X] ENGINEER
[X] CONTRACTOR

FROM CONTRACTOR:
NAGY BROS CONSTRUCTION, LLC
550 MAIN STREET
MONROE, CT

ENGINEER:
M & T ENGINEERING, PC
116 WASHINGTON AVE
NORTH HAVEN, CT 06473

CONTRACT: VETERANS CIRCLE - SITE WORK, SEPTIC AND PAVEMENT

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1	ORIGINAL CONTRACT SUM		$ 415,000.00
2	Net change by Change Orders		$ 61,009.00
3	CONTRACT SUM TO DATE (Line 1 ± 2)		$ 476,009.00
4	TOTAL COMPLETED & STORED TO DATE (Column G on G703)		$ 216,014.00
5	RETAINAGE		
a	5 % of Completed Work (Column D + E on G703)	$ 10,800.70	
b	% of Stored Material (Column F on G703)	$	
	Total Retainage (Lines 5a + 5b or Total in Column I of G703)		$ 10,800.70
6	TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		205,213.30
7	LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$ 142,133.30
8	CURRENT PAYMENT DUE		$ 66,400.00
9	BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		270,795.70

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$7,814.00	$0.00
Total approved this Month	$53,195.00	$0.00
TOTALS	$61,009.00	$0.00
NET CHANGES by Change Order	$61,009.00	$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: [signature] Date: 6-2-26

State of: CONNECTICUT County of: FAIRFIELD
Subscribed and sworn to before me 2ND of JUNE 2026
Notary Public: [signature]
My Commission expires: JUNE 30, 2029

JACQUELINE WHIPPLE
Notary Public, State of Connecticut
My Commission Expires June 30, 2029

ENGINEERS'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $66,400.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER:

By: George Wiles Date: 7/30/2026

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

TO OWNER/CLIENT:

Town of Trumbull
Public Works Admin Bldg 366 Church Hill Rd
Trumbull, Connecticut 06611

PROJECT:

Trumbull Veterans Ctr Ph2
1 Veterans Circle
Trumbull, Connecticut 06611

APPLICATION NO: 2
INVOICE NO: 02
PERIOD: 07/01/26 - 07/31/26
PROJECT NO: 26-011-00
CONTRACT DATE: 5/14/2026

FROM CONTRACTOR:

PAC Group LLC
126 S Main St #200
Torrington, Connecticut 06790

VIA ARCHITECT/ENGINEER:

George Wiles (Wiles+Architects, LLC)
257 Naugatuck Ave
Milford , Connecticut 06460

CONTRACT FOR: Trumbull Veterans Ctr Ph2

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1.	Original Contract Sum		$4,164,417.00
2.	Net change by change orders		$(431,904.00)
3.	Contract Sum to date (Line 1 ± 2)		$3,732,513.00
4.	Total completed and stored to date (Column G on detail sheet)		$427,284.36
5.	Retainage:		
	a. 5.00% of completed work	$21,364.29	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$21,364.29
6.	Total earned less retainage (Line 4 less Line 5 Total)		$405,920.07
7.	Less previous certificates for payment (Line 6 from prior certificate)		$152,086.31
8.	Current payment due:		$253,833.76
9.	Balance to finish, including retainage (Line 3 less Line 6)		$3,326,592.93

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$0.00	$(431,904.00)
Total approved this month:	$0.00	$0.00
Totals:	$0.00	$(431,904.00)
Net change by change orders:	$(431,904.00)	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: PAC Group LLC

By: _____ Date: _____

State of:
County of:
Subscribed and swom to before
me this day of
Notary Public:
My commission expires:

ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: $253,833.76

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By: _____ Date: _____

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

Invoice 6251

les Architects, LLC
7 Naugatuck Ave
ford, CT 06460
2033666003
orge@wilesarch.com
w.wilesarch.com

TO
mond Baldwin
Trumbull Veterans &
Responders Center
3 Main Street
nbull, CT 06611 USA

DATE	PLEASE PAY	DUE DATE
07/29/2026	$3,700.00	07/29/2026

E	DESCRIPTION	QTY	RATE	AMOUNT
2/2026	Construction Contract Admin - Project Administration	37,000	0.10	3,700.00

nk you for partnering with Wiles + Architects

ys to pay

TOTAL DUE $3,700.00

THANK YOU.

View and pay