

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE

MINUTES – MONDAY February 23, 2009

Chairman Coombs and called the meeting to order at 6:03 PM in Conference Room One.

Present:

Committee Member Name	Present	Absent	Excused
Joseph Coombs, Chairman	X		
Tim Tuell, Vice Chairman	X		
Raymond Grasso	X		
Richard LePore	X		
Luke McEntire	X		
Carmen Pace	X		
Stuart Temple, Clerk	X		
Liaison Present			
Paul Montinieri, Council Liaison	X		
Tony Martino, Staff Liaison	X		
Mike Turner, Staff Liaison	X		
Staff & Guests Present			
None			

Today is day 650 of the Project

1. Public Comments:

1. None

2. Approval of Minutes:

- A. Minutes of February 9, 2008 Meeting – Motion made by Stuart Temple seconded by Raymond Grasso to approve the minutes. **All but one member voted in favor (Carmen Pace abstained).**

3. Items for Discussion:

I. Town Hall / Library Renovations – Phase 2

A. Expenditures

1. Tucker Library Interiors – Invoice 6529 - \$107,717 – Chairman Coombs advised that the installation work is not complete. They still have five end panels to be installed. The work is supposed to be completed by the end of the week. Luke McEntire advised they are a good vendor and we should pay all but the retainage. Raymond Grasso agreed with Luke. Chairman Coombs advised we haven't heard from Laurel Goodgion yet as to whether the installation was done satisfactorily. Motion made by Luke McEntire seconded by Tim Tuell to approve a partial payment of \$60,000. **All but one member voted in favor (Chairman Coombs voted nay).**
2. John Watts Associates – Invoice 85443 - 15,148.00 – Motion made by Raymond Grasso seconded by Richard LePore to approve this payment. **All members voted in favor.**

B. Change Orders

1. PCO 55 – Electrical Changes – \$3,593.70 – When this was originally received we did not know what it was for. We now know it is for the outside lighting and fire alarm system. The new ceiling in the Council Chambers is higher than the old Chamber ceiling, thus the wiring needed to be replaced because the old wiring was too short due to the higher ceiling and the outside light needed to be moved to another circuit breaker. Motion made by Stuart Temple, seconded by Raymond Grasso to approve this change order. **All members voted in favor.**

C. Staff Information

1. Job Meeting Minutes – February 13, 2009 (unavailable at time of printing agenda) – Chairman Coombs advised that to date we have not received the job minutes of February 13th. Motion by Raymond Grasso, seconded by Stuart Temple to table this item. **All members voted in favor.**

2. Zavarella Woodworking – Lectern – Preliminary Estimate - \$2,500 – Mike Turner advised he requested a proposal from Bruno Zavarella to construct a lectern for the Council Chambers. Based on verbal discussions with Mike Turner Bruno developed an estimate of \$2500. After Mike gave Bruno more information, including the attached sketch Bruno determined the cost would go up. Mike feels the cost will not exceed \$5,000. Members asked why the price was so high. Mike advised the lectern has to be ADA accessible as shown on the attached design. To purchase a lectern will not match the Dias and would be in excess of \$10,000. Because the lectern is low Raymond Grasso suggested a portable lectern be obtained to go on top of the proposed lectern to give height to people making presentations. Because the Dias is so low Carmen Pace asked if it was designed by former Mayor Dan Camillieri. Motion by Stuart Temple seconded by Tim Tuell to approve expending up to \$5,000 to purchase the lectern. **All members voted in favor.**
3. Szewczak Associates – Invoice 13460 - \$1,472.50 – Mike Turner advised as part of the Certificate of Occupancy was the need to provide a certification by the structural engineer. Szewczak provided the necessary inspections and until the last meeting didn't realize he was the structural inspector. The gentleman who performed the inspections for Szewczak is no longer with their firm. Members had questions on the dates. Chairman Coombs requested this item be tabled and have Szewczak forward copies of the reports for the work performed on the dates listed. Tim Tuell questioned where this item shows up in the budget. He was advised a \$1,500 purchase order was prepared at the beginning of the project and no funds expended from it. This item is included within the \$5,330,900 figure for "Actual Spent or Encumbered". Motion made by Raymond Grasso seconded by Stuart Temple to table this invoice and have staff obtain the reports that were generated from the inspections listed on the invoice . **All members voted in favor.**
4. Budget Update – Mike Turner handed out updated budget sheets. Mike advised from the last budget sheet he added lines:
 - 60 – This is PCO 55 discussed above.
 - 63 – Zaleski Snow Guards – This is to purchase snow clips which will be installed by town staff. During the past few storms we have seen accumulated snow sliding off the pitched roofs
 - 64 – The two fire alarm pull stations in the Council Chambers are manual and not compatible with the new alarm system that requires programmable stations. These pull stations were originally overlooked as the Council Chambers was not considered when we started renovating the building.
 - 66 – Add supply and return ducts for Social & Youth Services – This is work that should have been done by Nutmeg.
 - 67 – Connect duct diffusers in two Children Library Offices – This is work that should have been done by Nutmeg.
 - 79 – PCO 29R is a lower amount. This is the PCO that was discussed at the last meeting.
 - 80 – PCO 52 – Sprinkler Additional Work. This is for additional work required in the Library Board Room that was a result of poor scheduling by Kronenberger.Questions by Tim Tuell on the following lines:
 - 72 – Replace Metal Door SE Stair Tower – This was approved last meeting shouldn't it be moved from this area as it is shown on line 21 as recently approved PCO's. Mike Turner agreed this was an oversight.
 - Not Listed – PCO 50 for Kronenberger Supervision. The Committee denied this PCO last meeting. Should we show it as part of Potential Claims from KSR? Mike Turner will add this back in.

94; 97 & 98 – Tim Tuell would like these items for tables and chairs moved from Low Priority to High Priority on the list. Tim made a motion seconded by Luke McEntire to move these items to line 74. **All members voted in favor.** Motion made by Tim Tuell seconded by Raymond Grasso to receive this as information subject to modification. **All members voted in favor.**

D. Old Business

1. Construction Status – Chairman Coombs advised the general contractor has not been here everyday, all day but has been working on the punch list. The fire alarm company and electricians have been here. The Sound System contractor was here today pulling his permits and dropping off his insurance. He will be here tomorrow to start pulling wires. Unitech is aware that the Council Chambers have not been turned over to us yet. Carpeting has been shipped. Fluorescent lights are on site, we are waiting for the chandeliers to arrive. The electrician wants to do all the light installation at once. The hood has been installed in the Library by Town Staff. The electrical contractor will hook up the electricity to the hood when he comes back on site. We had a visit from Motorola to go over the work that needs to be done to install the radio antennas on the roof. They will come back to us with a price for this work. Tim Tuell asked why the Grant and price for the antenna work wasn't shown on the budget sheet. All other grants are. Mike will add this to the budget sheet. Mike Turner advised that the door for the Library SE Stairwell is on order. Tim Tuell asked if we were going to put artwork back up in the Council Chambers. He was advised that was up to Council, but a hanging rail has been installed in the Council Chambers similar to the rail in the hallways to hang artwork or presentation materials for meetings. Tim advised for the first time in a while he drove to this meeting down the Silas Deane Highway and was surprised to see the refuse containers in the front of the building. Like other businesses shouldn't these be behind a fence or something hiding them from the street. Mike Turner advised they will be moved the back of the building when the parking lot is done this summer. A pad will be built for the refuse containers and a fence put around them. Tim suggested they be moved to the back of the building now. Tim Tuell made a motion seconded by Raymond Grasso that the sense of the Committee is that staff get authorization to move the refuse containers to the back of the building within the next two weeks. **All members voted in favor.**
2. Discussion PCO 29R Structural Steel Strapping – Chairman Coombs advised there is nothing to report. The information requested by the Committee has not been received from the Architect. Tim Tuell advised the Architect advised at the last meeting that he issued a CCD for this work. Mike Turner advised we never received a copy of the CCD. Nothing has been signed by the Town authorizing this. CCD's are to be signed off by the Town and the Contractor. Paul Montinieri wanted to know if we knew about this. From the last meeting Peter's comments were that he authorized this and would get it off the list in the future. Peter advised "this is being taken care of". Szewczak is till the engineer if record and responsible. If it fails he still owns it. Paul Montinieri advised logic doesn't enter into play in a legal situation. Paul is concerned that this might not be covered under error and omissions. Paul would like to see an indemnification on this where the Town will not be held liable if the strapping fail. Mike Turner will get a legal opinion from the Town Attorney. Raymond Grasso suggested that the Architect indemnify it.
3. Discussion PCO 52 Sprinkler Additional Work - \$7,515.17 – Chairman Coombs advised Mike Turner clarified this earlier under Construction Status. Chairman Coombs feels we should not pay for this. Motion by Stuart Temple seconded by Raymond Grasso to receive this as information. **All members voted in favor.**

E. New Business

1. Wethersfield v. Nutmeg Companies Mediation – Mike Turner advised the Town Attorney has reopened mediation because Nutmeg has not come back to do the work they promised to do. We will be using the same Mediator as before. We have a phone call scheduled with him tomorrow. Tim Tuell asked if we looked at the dollars and cents for going to mediation again and if it is worth it. Mike Turner was not aware of the cost of mediation as it is not paid out of this budget but will look into the costs.

4. **Next Scheduled Meeting:**

A. The next regular scheduled meeting will be Monday March 9, 2009 at 6:00 PM in Conference Room One.

5. **Adjournment:** Motion made by Raymond Grasso, seconded by Richard LePore to adjourn. **All members voted in favor.** Meeting adjourned at 7:10 PM.

NOTE: Once the meeting was over Chairman Coombs took members interested up to see the progress made to date in the Council Chambers.

I hereby certify that the above is a true copy of the minutes approved by the Town Hall Renovation Committee.

Stuart Temple, Clerk

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