

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE

MINUTES – MONDAY June 29, 2009

Chairman Coombs and called the meeting to order at 6:00 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 & Guest Present			

Today is day 775 of the Project

1. Public Comments:

1. None

2. Approval of Minutes:

- A. Minutes of May 26, 2009 Meeting – Motion made by Raymond Grasso seconded by Carmen Pace to approve the minutes. **All members voted in favor.**

3. Items for Discussion:

I. Town Hall / Library Renovations – Phase 2

A. Expenditures

Motion made by Raymond Grasso seconded by Stuart Temple to add invoice for Unitech to the Agenda. **All members voted in favor.**

1. Unitech Sound & Security LLC – Invoice 514906 - \$4,987.34. Chairman Coombs advised the system is finished. Chairman Coombs has to review that they have provided all the provisions of their contract. Motion by Tim Tuell seconded by Stuart Temple to approve this payment upon Chairman Coombs final review that all provisions of the contract have been met. **All members voted in favor.**

B. Change Orders

Chairman Coombs advised that last week there was a meeting with Chairman Coombs; Peter Wells, Mike Turner; Tony Martino; Ray Tribuzio and John Dietz to review all the outstanding unapproved PCOs. The PCO's listed below have been reviewed and should be approved by the Committee.

1. PCO 45 – Furnish & Install 3 Additional Window Blinds - \$412.50 – Chairman Coombs advised these blinds were not on the Architectural drawings but an addition to the contract. Two blinds were for the Library and the other for Rae Ann Palmer's Office. Motion by Luke McEntire seconded by Raymond Grasso to approve this change order. **All members voted in favor.**
2. PCO 47 – Sign - \$253.00 – Mike Turner advised there were signs eliminated as the Library obtained their own signs resulting in a credit. The new sign is to list the departments on the second floor of town hall. Motion by Richard LePore seconded by Raymond Grasso to approve this change order. **All members voted in favor.**
3. PCO 48 – Chase at Elevator - \$713.77 – Chairman Coombs advised the chase was to close in the pipes from the ground floor up. Motion by Luke McEntire seconded by Carmen Pace to approve this change order. **All members voted in favor.**
4. PCO 49 – Chase for Stairwell Fan Coil Units - \$836.03 – Chairman Coombs advised when we did the heating system units the bottom return flow could not be done as planned due to the masonry and had to be changed requiring the need for these

- chases to close in the pipes. Motion by Raymond Grasso seconded by Luke McEntire to approve this change order. **All members voted in favor.**
5. PCO 51 – Interior Pipe Chases - \$1,252.02 – These chases were to close in the pipes in Rae Ann Palmer’s Office and the Finance Director’s Office. Motion by Carmen Pace seconded by Luke McEntire to approve this change order. **All members voted in favor.**
 6. PCO 61 – Acoustical Ceiling Adds - \$6,441.80 – Chairman Coombs advised these are for ceiling tiles in the Manager’s Office complex and five locations in the Library. Motion by Stuart Temple seconded by Luke McEntire to approve this change order. **All members voted in favor.**
 7. PCO 62 – Council Chamber Carpet - \$6,461.07 – Mike Turner advised we used the Council Carpet and attic stock in the Manger’s office when we found asbestos tiles under the carpet in the Manager’s complex. This is to replace those tiles. We are awaiting return of our attic stock. Motion by Richard LePore seconded by Luke McEntire to approve this change order but withhold payment until receipt of the attic stock. **All members voted in favor.**
 8. PCO 65 – Install Projection Screen - \$1,804.41 – Mike Turner advised this is work Kronenberger had to do that was not in the scope of work for Unitech. It is for time and material. Motion by Stuart Temple seconded by Raymond Grasso to approve this change order. **All members voted in favor.**
- C. Staff Information
1. Szewczak Associates – Invoice 13460 - \$1,472.50 (previously tabled) – Mike Turner advised he reviewed the minutes of the Feb 23, 2009 minutes and Szewczak was suppose to forward us a report that has not been received to date so this item will remain tabled.
 2. Updated Budget Sheet dated June 29, 2009 – Tony Martino handed out updated budget sheets. Tim Tuell advised there is a difference between the format of the last and current budget sheets. Mike Turner advised he changed the forms to conform with what the Committee wanted out. Potential Claims changed pending waiting PCO’s have been defined to reflect better estimates, i.e. Bloomfield Electric on the data drops. PCO 63 was returned to Kronenberger to re-compute. Nutmeg will be taking care of their items per agreement with the attorneys. Tim Tuell asked if there would be anything else not shown? Mike Turner advise waiting to hear from Ed Flynn to see if the number will change for Line 74. Ed needs to check the values to see if they will work. Mike then went over items 75 thru 79. Motion by Raymond Grasso seconded by Tim Tuell that all future payments to Kronenberger be subject to resolution of the PCO credits. **All members voted in favor.** Tim, Tuell wants a letter sent to Kronenberger advising them to resolve the credits or we will hold up future payments. Chairman Coombs was asked to draft a letter and get it to the Committee for review. Motion made by Stuart Temple seconded by Raymond Grasso to receive this as information. **All members voted in favor.**
 3. Updated Punch List dated June 29, 2009 – Tony Martino handed out updated Punch List. Luke McEntire was glad to see that progress was being made to the list. Motion made by Stuart Temple seconded by Raymond Grasso to receive this as information. **All members voted in favor.**
 4. Letter on HVAC Training – self-explanatory – Motion made by Stuart Temple seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
- D. Old Business
1. Construction Status – Chairman Coombs advised Nutmeg worked on five of the ten items they were required to do under the arbitration ruling agreed to by attorneys for

both parties and he accepted them. Chairman Coombs advised that five items remain to be completed. Chairman Coombs is working on a letter to Nutmeg advising them of this and asking when they will be back to finish the rest of the work. Nutmegs subs will be back after the rains stop to caulk the windows that were still leaking. Nutmeg may fix their roof work with a new roofer and go after their original sub for restitution. Chairman Coombs will get a progress report out to members.

E. New Business

1. None

4. Next Scheduled Meeting:

A. Future Meetings will be scheduled on an as needed basis.

5. Adjournment: Motion made by Raymond Grasso seconded by Carmen Pace to adjourn. **All members voted in favor.** Meeting adjourned at 7:20 PM.

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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