

**WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING  
COMMITTEE  
MINUTES – MONDAY July 28, 2008**

Chairman Coombs called the Meeting to order at 6:02 P.M. 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 Pro Tem	x		
<b>Liaison Present</b>			
Paul Montinieri, Council Liaison	x		
Tony Martino, Staff Liaison			X
Mike Turner, Staff Liaison	X		
<b>Staff &amp; Guests Present</b>			
Bonnie Therrien, Town Manager		x	
Laurel Goodgion, Library Director	x		

Today is day 438 of the Project

Chairman Coombs began the meeting by introducing Richard Lepore as the newest Building Committee appointment from the Town Council. Richard was welcomed by the committee.

**1. Public Comments:**

1. None

**2. Approval of Minutes:**

- A. Minutes of July 14, 2008 Meeting – Motion by Ray Grasso to delete section from Page 3, E-1, line 17, second by Luke McEntire. All voted aye. Tim Tuell and Richard Lepore abstained. Motion by Ray Grasso to add comment of Chairman Coombs to Page 4, Line E-1, line 6, there was no second to the motion. Motion by Tim Tuell to amend that section to read “Tim Tuell said I think Mike got your message (the point). Second by Luke McEntire. All voted in favor, Richard Lepore abstained. Motion by Luke McEntire, seconded by Stuart Temple to approved the corrected minutes. **All but one member voted in favor (Richard LePore abstained).**

**3. Items for Discussion:**

**I. Town Hall / Library Renovations – Phase 2**

A. Expenditures

1. Kronenberger & Sons – App. No. 13 – \$128,930.20 – Motion by Stuart Temple, seconded by Carmen Pace to approve payment. **All members voted in favor.**
2. National Library Relocations Inc. – Invoice 14250 - \$1,435.00 – Motion by Ray Grasso, seconded by Stuart Temple to approve payment. **All members voted in favor.**
3. Tuthill & Wells – Invoice 3830 -\$8,195.00 – Motion by Stuart Temple, seconded by Carmen Pace to approve payment. **All members voted in favor.** Members asked that future invoices describe amount of contract remaining unbilled and the anticipated schedule slide till October 8<sup>th</sup>, and suggested the CA work be prorated over the remaining months. There was discussion about CA fees for the Town Council chamber work. Mike Turner will research their contract and report back to the committee. Chairman Coombs stated the Peter Wells may be entitled to added fees for added scope and described the sliding fee schedule the state uses based on percent of construction costs. He estimated the chamber construction between \$100k to 200k. Committee members expressed a preference for a fixed negotiated fee.

- B. Change Orders
  - 1. PCO 39 Roof Slab Reinforcement – \$3,321.43 Motion by Luke McEntire, seconded by Ray Grasso to TABLE this PCO in the amount of \$3,321.43. The committee felt that KSR supervision time was excessive and wanted a report back by Peter Wells and KSR. **All members voted in favor.**
- C. Staff Information
  - 1. Job Meeting Minutes Dated July 9, 2008 – Motion by Stuart Temple, seconded by Ray Grasso to accept this as information. **All members voted in favor.**
  - 2. Staff memo to Chairman Coombs dated July 21, 2008 – Motion by Stuart Temple, seconded by Carmen Pace to process a Change Order increasing the National Library Relocation Purchase Order in the amount of \$32,000.00. **All members voted in favor.**
  - 3. Staff Revised Budget (per comments last meeting) – Motion by Ray Grasso, seconded by Stuart Temple to accept this as information. **All members voted in favor.**
  - 4. Staff memo Contract Days – Motion by Stuart Temple, seconded by Ray Grasso to accept this as information. **All members voted in favor.** Tim Tuell thanked staff for this info. Luke McEntire noted that KSR current schedule beats this by several weeks.
- D. Old Business
  - 1. Construction Status – Chairman Coombs advised carpentry work (drywall) continues on knee walls, electrician working a minimal effort, plumbers continuing with FCU's in hallway and most of 2<sup>nd</sup> floor main HVAC piping done. Painters primed kneewall. Ceiling grid is next. Chairman Coombs also met with Tucker (shelving vendor) to discuss their shop drawing process and schedule.
- E. New Business
  - 1. Deletion of Bid Alternate 5 (= credit of \$7,000.00 to Town) – Staff read memo from Mike Turner explaining rationale to delete this work. Motion by Stuart Temple, seconded by Ray Grasso to accept this deletion and credit. **All members voted in favor.**

Prior to requesting a motion to adjourn Chairman Coombs asked Deputy Mayor Paul Montinieri, and Laurel Goodgion if they had any comments or questions. None of the aforementioned had questions or comments.

**4. Next Scheduled Meeting:**

- A. The next regular scheduled meeting will be Monday August 11, 2008 at 6:00 PM in Conference Room One.
5. **Adjournment:** Motion by Ray Grasso, seconded by Tim Tuell to adjourn. **All members voted in favor.** Meeting adjourned at 6:47 PM. The Deputy Mayor and the committee then joined Chairman Coombs on a tour of the construction

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

Stuart Temple, Clerk – Pro Tem