

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY January 22, 2007

Chairman Coombs called the Meeting to order at 6:00 P.M. in Conference Room One.

Present

		Present	Absent	Excused
Committee Member Name	Joseph Coombs, Chairman	X		
	Tim Tuell, Vice Chairman	X		
	Paul Camarco, Clerk			X
	Raymond Grasso	X		
	Luke McEntire	X		
	Carmen Pace			X
	Stuart Temple	X		
Liaison Present	Paul Montinieri, Council Liaison	X		
	Tony Martino, Staff Liaison	X		
	Mike Turner, Staff Liaison	X		
Staff & Guests Present	Laurel Goodgion Library Director	X		
	Polly Moon, Vice Chair Library Board	X		
	Peter Wells, Architect	X		
	Bonnie Therrien, Town Manager	X		

Today is day 837 of the project.

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of January 8, 2007 Meeting](#) - Motion by Raymond Grasso seconded by Stuart Temple to approve the minutes. **All but one member voted in favor (Tim Tuell abstained).**

3. Projects for Discussion:

I. Town Wide Radio System

A. Staff Information

1. Mike Turner advised there was nothing new to report.

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. Community Resource Management - Invoice 22 - \$562.50 - Mike Turner advised this is the last invoice we will receive from Dale now that the audit has been accomplished. Motion by Raymond Grasso seconded by Stuart Temple to approve this payment. **All members voted in favor.**
2. EnviroScience Consultants - Invoice 0000014 - \$6,120.00 - Motion by Raymond Grasso seconded by Stuart temple to approve this payment. **All members voted in favor.**
3. Bay State Elevator - Invoice 35342 - \$375.00 - Chairman Coombs questioned the need to

bring the mechanic in on a Saturday. Laurel Goodgion advised she had a problem the week before where a disabled person was able to get down to the Library but then the elevator went out of service and her staff had to walk the individual around the building to her vehicle. The individual raised such a commotion that Laurel was afraid if the elevator was not working and the women showed up that Saturday she would have to deal with more negative vibes from this individual. Laurel had the number for Bay State so her staff called in for service. Tim Tuell advised we should review the warrantee contract to see why Saturday service isn't covered. Motion was by Raymond Grasso seconded by Stuart Temple to table this payment. **All members voted in favor.**

B. Change Orders

1. PCO 206 - Temp T-Stats LL Library - \$1,595.95 - Chairman Coombs advised this is a time and material item to provide temporary heat until Phase II work is accomplished. Chairman Coombs advised members previously that this work would have to be done. Bonnie Therrien advised this is a major issue with the staff. Without the thermostats on cold days staff was opening windows to get rid of the unregulated heat. Motion by Stuart Temple seconded by Tim Tuell to approve this change order. **All members voted in favor.**
2. PCO 207 - Floor Patching Main Level Library - \$3,071.25 - Chairman Coombs advised this PCO is out of whack. He asked for time and material quantities. Prior to this meeting Chairman Coombs, Mike Turner and Peter Wells went to review and mark the area. The area that needs to be done is 15 x 25 ft. Recommend tabling this item and sending it back for review. Motion by Raymond Grasso seconded by Stuart Temple to reject this change order requesting it be revised and resubmitted. **All members voted in favor.**

C. Staff Information

1. Budget Report Dated January 18, 2007 - Motion made by Stuart Temple seconded by Raymond Grasso to accept this report as information. **All members voted in favor.**
2. Nutmeg Change Order Log Dated January 16, 2007 - Motion made by Stuart Temple seconded by Raymond Grasso to accept this report as information. **All members voted in favor**
3. Change Order Log Dated January 18, 2007 - Motion made by Stuart Temple seconded by Raymond Grasso to accept this report as information. **All members voted in favor.**
4. Job Meeting Minutes - January 10, 2007 - Motion made by Stuart Temple seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
5. Peter Wells January 8, 2007 Letter to Andy Beatty - Motion made by Stuart Temple seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
6. Andy Beatty January 9, 2007 Letter to Peter Wells - Motion made by Stuart Temple seconded by Raymond Grasso to accept this as information. **All members voted in favor.** Peter Wells advised Andy Beatty accepted the no overhead and profit on the \$35,000 credit but is struggling with the \$4000 credit. That's why they have not issued a PCO yet.

D. Old Business:

1. Construction Status - Chairman Coombs advised things are coming along. The bathrooms have been framed in. After the meeting he will take interested members on a tour of the area. Nutmeg is working themselves into a corner. There are more people here the past two weeks then since the job started. Pairs of like trades people are working on the project and they keep telling us they want to get out of here. Peter Wells advised with the increased activity we can't get them to correct their computer to correct their schedule of events.
2. Small Cities / ADA Status - Mike Turner advised the final quarterly report was prepared for Bonnie's signature. This item will be taken off of future agendas.

E. New Business:

1. None -

III. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. Barry Associates - App #3 - \$9,247.64 - Chairman Coombs advised he made a punch list of items for the contractor to finish up on. The \$8,600 we are holding in retainage is more than enough to cover the punch list items. Things like pipe identification (code required) have to

be accomplished. Motion made by Stuart Temple seconded by Raymond Grasso to approve this payment. **All members voted in favor.**

B. Change Orders

NOTE: The below work is in the equipment room. The quotes below are standard AT&T contract quotes. Expect wages to change due to prevailing wage. Also dates need to be corrected on quote. Chairman Coombs suggested these quotes be tabled to get corrected number and dates.

1. AT&T Quote 251764-02 - \$14,475.06 - Motion by Raymond Grasso seconded by Stuart Temple to table this quote. **All members voted in favor.**
2. AT&T Quote 251764-03 - \$1,549.48 - Motion by Raymond Grasso seconded by Stuart Temple to table this quote. **All members voted in favor.**

C. Staff Information

1. Arbitrage Rebate - Phase II Letter - Tony Martino handed out a letter from Town Manager Therrien to Mayor Adil and Town Council accompanied by Finance Director Hancock's January 19th letter to Bonnie Therrien on the same subject. Bonnie explained to members present that under the bond laws you can earn interest on bond funds up to a certain threshold. With the Phase II estimates we went beyond the timeline to spend the money bonded resulting in the Town now having to pay the IRS a penalty on the interest earned. We will continue to have to pay the penalty until such time as we spend the percentage of funds required under the bond laws. Stuart Temple asked if we could place a claim against Nutmeg for this penalty since their delay in the process kept us from going out to bid sooner. Bonnie Therrien advised we can put in a claim, but do not know if we would win. Chairman Coombs commented that we couldn't have two contractors on the job at the same time as it would have been a nightmare. Chairman Coombs advised we shouldn't go after more bond money until we get a schedule of events from the contractor hired for Phase II. Motion by Raymond Grasso seconded by Stuart Temple to accept these letters as information. **All members voted in favor.**

D. Old Business

1. Status of Bid Specs - Chairman Coombs advised members the bids are out. Members were given a copy of the bid spec notice. The bids are not being mailed out by Joseph Merritt but by Purchasing. Bid packages can be purchased from Purchasing for \$150.00. Funds received from the bid specs will be used to offset their cost. The bid package includes liquidating damages and a qualifications sheet in the specs. There will be a mandatory walkthrough by potential bidders on January 30, 2007 and the bids quotes have to be turned in to Purchasing by February 20, 2007. Peter Wells advised he has heard from contractors requesting the bid close date be extended but doesn't feel it is necessary.
2. Construction Status - Chairman Coombs advised nothing to report on Phase II work at this time.

E. New Business

1. None

4. Next Scheduled Meeting:

- A. The next regular scheduled meeting will be Monday February 12, 2007 at 6:00PM in Conference Room One.

Prior to requesting a motion to adjourn Chairman Coombs asked Town Council Liaison Paul Montinieri and Library Vice Chairperson Polly Moon if they had any comments. Neither individual had comments.

5. **Adjournment:** Motion by Raymond Grasso seconded by Stuart Temple to adjourn. **All members voted in favor.** Meeting adjourned at 6:55 PM.

NOTE: After the meeting Chairman Coombs took members over to the Library to show them construction progress.

Paul T. Camarco, Clerk

