

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY April 9, 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		
	Peter Wells, Architect	X		

Today is day 915 of the project

1. Public Comments:

A. None

2. Approval of Minutes:

A. [Minutes of April 3, 2007 Special Meeting](#) Luke McEntire advised Item 3A line 13 be changed from "completion date minus alternates" to "Vacant versus occupied date" - Motion by Paul Camarco seconded by Raymond Grasso to approve the minutes as amended. **All members voted in favor.**

3. Projects for Discussion:

I. Town Wide Radio System

A. Staff Information

1. Mike Turner advised Town Council awarded the Nextel Contract.

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. Tuthill & Wells - Invoice 3717 - \$3180.00 - Mike Turner advised this item was paid on November 15, 2005 by check number 72663. Motion by Raymond Grasso seconded by Paul Camarco to reject this payment. **All members voted not to pay.**
2. Tuthill & Wells - Invoice 3758 - \$3740.00 - Motion by Paul Camarco seconded by Raymond Grasso to approve this payment. **All members voted in favor.**
3. Tuthill & Wells - Invoice 3777 - \$3010.00 - Motion by Paul Camarco seconded by Raymond Grasso to approve this payment. **All members voted in favor.**

B. Staff Information

1. Budget Report Dated April 7, 2007 - Motion made Paul Camarco seconded by Raymond Grasso to accept this report as information. **All members voted in favor.**

2. Change Order Log Dated April 7, 2007 - Motion made by Paul Camarco seconded by Raymond Grasso to accept this report as information. **All members voted in favor.**

C. Old Business:

1. Additional Architectural Fees - Invoice 3759 - \$23,852.33 - Chairman Coombs advised this item was reviewed and approved previously for consideration once the project came to an end for payment. Motion by Paul Camarco seconded by Luke McEntire to approve this invoice. **All members voted in favor.**
2. Construction Status - Chairman Coombs explained the cause of the cracked sash repaired in the Library Circulation Office. The defect repair will be paid by the manufacturer. More caulking has been applied to the leaks in Paul Hutcheon's Office. Peter Wells advised the reason of the leaks still escapes them. The Library staff kitchen appliances were delivered. The refrigerator was dented. Laurel Goodgion was advised verbally from the deliverymen there will be an additional \$50.00 charge for hinge removal to get the refrigerator in the kitchen. Discussions on not accepting the appliances or possibly reducing the amount of the payment.

D. New Business:

1. None

III. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. Hartford Courant Ad - \$1,375.87 - Motion made by Raymond Grasso seconded by Carmen Pace to approve this payment. **All members voted in favor.**
2. National Library Relocations - Invoice 13828 - \$1,435.00 Motion made by Raymond Grasso seconded by Carmen Pace to approve this payment. **All members voted in favor.**
3. FedEx - Invoice 8-736-26010 - \$31.38 - Motion by Paul Camarco seconded by Carmen Pace to approve this payment. **All members voted in favor.**
4. Tuthill & Wells - Invoice 3776 - \$19,670.00 - Motion by Paul Camarco seconded by Carmen Pace to approve this payment. **All members voted in favor. NOTE:** Paul Camarco left at 6:30 P.M.

B. Change Orders

1. None

C. Staff Information

1. Chairman Coombs April 4, 2007 "Recommendation for award of Alterations and Renovations to Wethersfield Town Hall and Library - Phase 2" Letter to Mayor Adil, Town Council and Town Manager was handed out as information.

D. Old Business

1. Additional Architectural Fees - Invoice 3774 - \$14,680.00 - Chairman Coombs advised this item was reviewed and approved previously for consideration once the bids were finalized. Motion by Tim Tuell seconded by Carmen Pace to approve this invoice. **All members voted in favor.**

E. New Business

1. Swing Space - Chairman Coombs advised that swing space analysis is still unfinished. We still need input from the contractor and Peter Wells to finalize the analysis. Chairman Coombs advised his position that relocation is required for construction to work. Roof first, skylight and flashing (desirable), roof drains all this work in the Library before Town Hall is vacated to swing space. Chairman Coombs foresees if we do this side first, leaving staff in place while this work is done reduces available workspace for employees to work in. Heat and Fan Coil Units are attached to skin of the building. Electrical is supplied from the outside edge needs to be disconnected. All these impact construction work requiring staff to be relocated. Town Hall work included HAZMAT work, lights, sprinkler system work, which requires relocating staff. Peter Wells wants Kronenberger's input at a workshop. Peter noted Kronenberger's desire to scaffold each side of the building. Mike Turner noted square foot analysis of Town space forwarded to the Town Manager in January, 2007 with a copy to Laurel Goodgion. Chairman Coombs wants to maximize available space for contractor to minimize broken time. Our plan needs flexibility. Also need for storage created in sally port for elections equipment. Tim

Tuell noted the Committee has not heard determining factor or evidence original bid won't work. Money, time, ease of execution lack of heat, lights and demo space. Peter Wells has not reached conclusion on swing space determination, Last piece of puzzle is Kronenberger's input / approvals. Issue of using Town Hall Chamber as swing space must address lack of square footage, leaking roof, sprinklers and lights, fire exit, Town Clerk Vault. Laurel Goodgion recommended consideration of using only a portion of the Library for swing space as a third option. Luke McEntire wants square foot areas needed as available. Mike Turner reported on the storm pipe replacement in the lower parking lot. Peter Wells advised that the status of the boiler punch list is still being addressed.

4. **Next Scheduled Meeting:**

A. The next regular scheduled meeting will be Monday April 23, 2007 at 6:00PM in Conference Room One.

5. **Adjournment:** Motion by Carmen Pace seconded by Tim Tuell to adjourn. **All members voted in favor.**

Meeting adjourned at 7:17PM.

Paul T. Camarco, Clerk