

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY May 14, 2007

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

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		
	Greg Curtin, Chairman Library Board	X		
	Polly Moon, Vice Chair Library Board	X		

1. Public Comments:

A. None

2. Approval of Minutes:

A. [Minutes of April 9, 2007 Meeting](#) - Motion by Raymond Grasso seconded by Carmen Pace to approve the minutes as amended. **All members voted in favor.**

B. [Minutes of May 3, 2007 Special Meeting](#) - Motion by Luke McEntire seconded by Carmen Pace to approve the minutes as amended. **All but one member voted in favor (Raymond Grasso abstained).**

3. Projects for Discussion:

I. Town Hall & Library Renovations - Phase 1:

A. Staff Information

1. Temporary Certificate of Occupancy - Motion by Carmen Pace seconded by Tim Tuell to accept this as information. **All members voted in favor.**

2. Dale Kroop May 8, 2007 Letter to Bonnie Therrien - Motion by Carmen Pace seconded by Raymond Grasso to accept this as information. **All members voted in favor.**

II. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. A. J. Madison - Invoice 585241- \$4,110.00 - Mike Turner advised the dishwasher came in with the wrong color door panel and the refrigerator has a ding in it. Tony Martino will contact the vendor to check on the door panel and a replacement refrigerator or a reduction in price. Motion made by Raymond Grasso seconded by Carmen Pace to table this payment. **All members voted in favor.**

2. AT&T - Invoice 363-013424 -\$16,986.01 - Motion made by Raymond Grasso seconded by

Carmen Pace to approve this payment. **All members voted in favor.** NOTE: Polly Moon arrived at 6:10PM

3. AT&T - Invoice 363-013317 -\$29,729.12 - Motion made by Raymond Grasso seconded by Carmen Pace to approve this payment. **All members voted in favor.**
4. Friar- Invoice 0000001 -\$1,062.50 - Motion made by Luke McEntire seconded by Raymond Grasso to approve this payment. **All members voted in favor.**
5. National Library Relocations - Invoice 13858 - \$1,435.00 Motion made by Raymond Grasso seconded by Carmen Pace to approve this payment. **All members voted in favor.**
6. Newfield Construction - Invoice 4-11-07 - \$7,200.00 Motion made by Raymond Grasso seconded by Carmen Pace to approve this payment. **All members voted in favor.**
7. 1AC - 25 Ft Cable - \$195.00 - Mike Turner advised we needed to order this cable to move the UPS batteries around in the Data Processing Office. The current cable is 8 foot and we need the 25 foot to be able to move equipment around during the renovation. Motion made by Raymond Grasso seconded by Carmen Pace to approve this payment. **All members voted in favor.**
8. Laurel Goodgion Request - Move Summer Reading Books - \$300.00 - Laurel advised she needs to get the summer reading books out that the BOE bought that the children need to meet their school summer reading requirements. She advised she wouldn't have put the books in storage if she knew she wouldn't be back in full operations by now. We will save \$3.50 per month on storage once the books are removed from storage. Raymond Grasso advised because the delays in getting back into the Library are not the Library's fault they should not bear the cost of this expense. Motion made by Raymond Grasso seconded by Carmen Pace to approve this payment. **All members voted in favor.**

B. Change Orders

1. None

C. Staff Information

1. Chairman Coombs April 19, 2007 Letter to Dr. Proctor - Motion by Luke McEntire seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
2. Chairman Coombs May 4, 2007 Letter to Mayor Adil & Town Council - Motion by Raymond Grasso seconded by Carmen Pace to accept this as information. **All members voted in favor.**
3. Budget Report Dated May 10, 2007 - Tim Tuell recommended this report be tabled until the skylight money is transferred back into contingency. Motion by Raymond Grasso seconded by Carmen Pace to table this as information. **All members voted in favor.** Motion by Tim Tuell seconded by Raymond Grasso to transfer the \$35,000 in the skylight account back into contingency. **All members voted in favor.**
4. Unapproved May 7, 2007 Council Minutes regarding Swing Space - Raymond Grasso asked why we were looking at unapproved Town Council minutes. Mike Turner advised approved minutes will not be available until a later date and that we wanted the Committee members not at the last meeting to be able to know what was said at Council. Motion by Carmen Pace seconded by Like McEntire to accept this as information. **All members voted in favor.**

D. Old Business

1. Swing Space - Greg Curtin advised now that the decision to use the Library as swing space the Library would like to be considered for what ever space it can get to be able to help the Library expand some if it's services. If they could open up the full Children's Library if will help some of the concerns of its constituents. Greg advised he asked Laurel Goodgion and Liz Kirkpatrick to develop a proposal for the Committee to use in developing the use of swing space and who goes where. . Greg briefly went over some of the suggestions. He asked Committee Members to review the list at their leisure and he would be happy to go over these ideas with them at a future meeting. Chairman Coombs advised the Committee will take the proposals under consideration. Chairman Coombs advised Greg Curtin that the Library shouldn't have to apologize to the Pubic for the Library being closed so long. The Library isn't closed it is running with limited services. The full Library was only closed for a short period of time. Greg Curtin advised he and Laurel Goodgion will be going on the Mayor's show in June and on Rick Garrey's at some point to inform the Public of what is going on and do

damage control. Greg Curtin reiterated that getting the Children's Library up and running will go a long way towards appeasing the residents. Chairman Coombs advised Greg and Laurel Goodgion that they had to go thru the items they have stored in the Sally Port as that space will soon be renovated for the elections equipment Laurel advised some of the shelving can be placed in its permanent location.

E. New Business

1. None

4. **Next Scheduled Meeting:**

A. The next regular scheduled meeting will be Tuesday May 29, 2007 at 6:00PM in Conference Room One.

5. **Adjournment:** Motion by Raymond Grasso seconded by Carmen Pace to adjourn. **All members voted in favor.** Meeting adjourned at 6:50 PM.

Paul T. Camarco, Clerk