

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY June 11, 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	Bonnie Therrien, Town Manager	X		
	Laurel Goodgion, Library Director	X		
	Polly Moon, Vice Chair, Library	X		

Today is day 22 of the Project

1. Public Comments:

A. None

2. Approval of Minutes:

A. [Minutes of May 29, 2007 Meeting](#) - Luke McEntire advised the minutes need to be amended to show the vote on item IIA1 should have shown one member voted against. Motion by Luke McEntire seconded by Tim Tuell to approve the minutes as amended. **All members voted in favor.**

3. Projects for Discussion:

I. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. Community Resource Management - Invoice 24 - \$1,505.00 - Mike Turner advised this should be their final invoice. The Grant has been closed out with Small Cities. Dale's time was to respond to requests from Bruce Sheridan. Motion made by Carmen Pace seconded by Raymond Grasso to approve this payment. **All members voted in favor.**

NOTE: Stuart Temple arrived at 6:05 PM.

B. New Business

1. Motion by Tim Tuell seconded by Luke McEntire to add New Business to the Agenda. **All members voted in favor.** Tim Tuell advised he became aware that Nutmeg has submitted a claim to the totaling \$909,102.00. Tim got a copy of the claim and felt the Committee should

have received a copy. Tim believes Nutmeg has a weak case. Tim advised he was disappointed in that the claim was received six week ago and nothing was brought forth to the Committee. Chairman Coombs advised a copy of the cover sheet was handed out to Committee members when the claim was received. Committee Members did not recall seeing it and a quick review of recent agendas did not reveal its inclusion. Raymond Grasso stated that an item as important as this should not simply be included incidentally and without reference in a meeting packet, but should be included as an agenda item for discussion. The total claim packet has been reviewed by the Architect; Mike Turner; Chairman Coombs; Bonnie Therrien and the Town Attorney. Peter Wells is responding to the Claim within the required timeframe. Conversations are occurring between the Architect and Town Attorney. When something is finalized it will be brought to the Committee for review. Raymond Grasso requested that the Pending Claim be listed as an Agenda item until it is resolved. Chairman Coombs advised there will be another meeting between him, Town Manager Therrien; Mike Turner and Peter Wells to prepare for a meeting with Nutmeg for arbitration. The first judge in arbitration is the architect, Peter Wells. Peter Wells has made an initial response back to Nutmeg upon receipt of the claim. Raymond Grasso requested a copy of the Claim and Peter Well's response be included in the next Agenda packet. Chairman Coombs advised Nutmeg hired a firm from New Jersey to prepare the claim. That is their specialty.

II. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. A. J. Madison - Invoice 585241- \$4,110.00 - Tony Martino advised he is waiting to hear back from the customer service rep at Madison. She is on vacation until this Wednesday.
2. Correctional Enterprises - Invoice 1187 -\$6,455.00 - Motion made by Raymond Grasso seconded by Like McEntire to approve this payment. **All members voted in favor.**

B. Change Orders

1. None

C. Staff Information

1. Budget Report Dated June 8, 2007 - Tim Tuell questioned why there was no Phase One Sheet. Tony Martino advised at the last meeting he advised that in the future Phase One sheets will only be forwarded when there is a change to the sheet. Motion by Stuart Temple seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
2. Work Progress Report dated May 30, 2007 (Pre-Construction Meeting) - Motion made by Stuart Temple seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
3. Work Progress Report dated June 6, 2007 (Pre-Construction Meeting) - 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 that demolition has started. Demolition is occurring on both the main floor and mezzanine areas. Temporary lighting has been installed and existing lighting removed. The stairway to the ground floor has been sealed off and they have taken care to lay plywood and plastic on the floor to protect the carpeting. They have also placed plywood over the mural to protect that as well. Luke McEntire questioned when we would see a timeline. Chairman Coombs advised Kronenberger now has all their sub-contractors on board and is finalizing the schedule with them to present to us. Currently working on site are the contractor, demolition crew and electrical contractors. After the meeting Chairman Coombs offered members interested a tour of the Library.
2. Swing Space Layout - Tim Tuell advised at the May 3rd meeting a recommendation was made that the Committee, Town Engineer and Architect would determine who goes where in the Library space while it is used as swing space. Phase Two has started and the Library space should be ready by late summer for use. Where do the plans stand? When will the Committee get involved? Tim advised he is beginning to feel chaff under the lack of involvement. He feels useless at times. He signed on to the Committee to work. The plans can't be done at the Monday night meetings. He volunteers to come in and help with the plans. Mike Turner

advised that we are stilling getting information. We are waiting for the contractors schedule prior to finalizing the layout. The layout will be given to the Committee for review.

E. New Business

1. Testing Lab & Special Inspection Selection -Mike Turner advised he had Tony Martino solicit quotes for special testing and structural engineering. Based on the 4 quotes received Mike Turner recommended awarding to the vendors who did Phase One as they are already familiar with the facility. Chairman Coombs concurred advising we received good service from them under Phase One. Motion made by Raymond Grasso seconded by Stuart Temple to approve Mike Turner's recommendation and award purchase orders to STL for \$5,000.00 and Szewczak for \$1,500.00 (purchase orders will be for an amount up to but not to exceed). **All members voted in favor.**
2. Environmental Testing Service - Mike Turner advised EnviroScience has been bought out by Fuss & O'Neil. EnviroScience did a good job for us under Phase One and did the report as to where the hazards were. Mike talked to their Project Manager and if we extend them under the old purchase order they can hold the rates from three years ago. If we issue a new purchase order we will come under current rates. Mike checked with purchasing and we can reopen the purchase order. Mike suggested we open the purchase order for \$15,000. Motion made by Luke McEntire seconded by Raymond Grasso to approve Mike Turner's recommendation and award the contract to EnviroScience in an amount not to exceed \$15,000. **All members voted in favor.**

4. Next Scheduled Meeting:

A. The next regular scheduled meeting will be Monday June 25, 2007 at 6:00PM in Conference Room One.

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

Meeting adjourned at 6:38 PM.

NOTE: After the meeting Chairman Coombs took members over to the Library to show them how demolition was coming along.

Paul T. Camarco, Clerk