

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY August 13, 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		
	Greg Bedula, Insurance Agent	X		

Today is day 86 of the Project

1. Public Comments:

A. None

2. Approval of Minutes:

A. [Minutes of July 23, 2007 Meeting](#) - Motion by Paul Camarco seconded by Raymond Grasso to approve the minutes. **All members voted in favor.**

3. Projects for Discussion:

I. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. A. J. Madison - Invoice 585241- \$4,110.00 - Tony Martino advised he received an e-mail from the Accounting Dept at Madison the confirming the 5% discount on the next order. Motion made by Stuart Temple seconded by Raymond Grasso to approve this payment. **All members voted in favor.**
2. EnviroScience - Invoice 0000463 - \$201.25 - Motion by Raymond Grasso seconded by Stuart Temple to approve this payment. **All members voted in favor.**
3. National Library - Invoice 13942 - \$1,435.00 - Motion by Paul Camarco seconded by Raymond Grasso to approve this payment. **All members voted in favor.**
4. Tuthill & Wells - Invoice 3783 - \$8,195.00 - Raymond Grasso questioned why the start period as well as end period this invoice represented wasn't shown. Mike Turner will be sure it is on future invoices. Motion by Raymond Grasso seconded by Stuart Temple to approve this payment with the stipulation the architect put the start and finish dates on future invoices. **All**

members voted in favor.

B. Change Orders

1. Change Order 3 - Long Life Bulbs - \$4,377.51 - Luke McEntire questioned the specifications on the bulbs. Mike Turner advised they will last ten years and were recommended by our Engineer. Laurel Goodgion asked about their candle power. Mike Turner advised it is higher than what was originally proposed. These lights are so high we need a lift or scaffolding to get to them and need to do it when the Library is closed. As a result of this the cost of changing these lights is expensive. Motion by Raymond Grasso seconded by Paul Camarco to approve this change order. **All members voted in favor.**

NOTE: Greg Bedula arrived at 6:05 PM

2. Change Order 4 - Mezzanine Roof Drains - \$5,120.00 - Chairman Coombs advised we needed to revise the pitch some drains. Also there were structural beams in the way and some drains had to be rerouted. The work is justified and should be approved. Motion by Paul Camarco seconded by Raymond Grasso to approve this change order. **All members voted in favor.**

NOTE: At this time a motion was made by Paul Camarco seconded by Raymond Grasso to go out of order to let Greg Bedula speak on item 3IB3. **All members voted in favor.**

C. Staff Information

1. Job Meeting Minutes dated 7-20 & 25 and 8-1-07. Raymond Grasso had a question on item 1.01 on the reports. Chairman Coombs advised item 1.01 was a verbal comment from Ray Tribuzio. He was told what Town policy was and if he wanted to request a change he would have to submit a request in writing. That is why the "Action By" column has the initials "RT" there. No action is required by this Committee at this time. Motion by Paul Camarco seconded by Stuart Temple to accept this as information. **All members voted in favor.**
2. Time Line Chart Dated July 25, 2007- Mike Turner advised there are some items on the agenda he feels can be accelerated. From a planning standpoint this schedule gives us a starting point. Motion by Paul Camarco seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
3. Greg Bedula July 13 Letter to Chairman Coombs - Greg Bedula advised Peter Wells thru his agent obtained \$2,000,000 Errors and Omissions Insurance. The value of this work is over \$3,000,000. You have to buy this type of insurance in \$1,000,000 increments. The cost for the additional \$2,000,000 is \$7,800.00. To buy just a \$1,000,000 would be \$2,000.00 cheaper; Greg feels it's better to have more than not enough insurance. Chairman Coombs advised with change orders the value of the work might reach the \$4,000,000 range. Motion by Paul Camarco seconded by Raymond Grasso to accept this as information. **All members voted in favor.** Motion by Paul Camarco seconded by Luke McEntire to go back to the original agenda. **All members voted in favor.**
4. Budget Summaries - Motion by Paul Camarco seconded by Raymond Grasso to accept this as information. **All members voted in favor.**

D. Old Business

1. Construction Status - Chairman Coombs advised progress is being made. There was a problem with the abatement sub-contractor. They were dragging their feet causing Kronenberger to terminate them. They then needed time to find another contractor. The new sub-contractor is finished on the Library side and will not start again until they are needed on the Town Hall side. The roof contractor is moving along. If you go up to the second floor of Town Hall and look out the window you can see the work being done on the Library Roof. They have started putting in floor drains. We haven't received a claim for a time extension. In the southeast corner of the building the coping has deteriorated severely, it has been cut away and the Structural Engineer was here last week to come up with a recommendation. The coping around the rest of the building is in good shape. Some areas needed minor repairs and were taken care of. The coping needs to be fixed before the flashing is installed. HVAC

ductwork has been taken out. New sections need to be installed. The ducts have never been cleaned. The contractor was asked to get the remaining ducts cleaned so we will have a clean running system when it comes back up. Mike Turner advised that the fire sprinkler piping is being installed. Bonnie Therrien to advise due the abatement problem Town Staff went three weeks during the extreme heat wave with no air conditioning and should be commended for providing customer service in adverse conditions. There are problems with the AC installed under Phase One. There are complaints with the Library Staff. The problem is being worked on by the vendor as a warrantee item. There is also a problem with Library area in the old Town Hall Library. The temp valves were removed causing a problem. They will be replaced under Phase Two.

E. **New Business**

1. Errors & Omissions Insurance - Architect - \$7,800.00 - This was discussed under item 3IB3. Motion by Paul Camarco seconded by Stuart Temple to approve purchase of the \$2,000,000.00 of insurance as recommended by Greg Bedula. **All members voted in favor.**
2. N.E. Energy Controls Ext. Warranty - Mike Turner advised half the system is under construction and the other half has been completed. Until the whole system is completed with the computer monitoring it will be hard to keep the system balanced. N.E. Energy Controls can come in with the laptop computers to adjust the system as required. Stuart Temple wasn't sure we should be buying this under the bond as it is an operations issue. Bonnie Therrien advised the current warrantee runs out before the Town Council next meets. This is why we are looking to extend the warrantee. Motion by Paul Camarco seconded by Stuart Temple to accept this warrantee and request Town Council reimburse the bond for this expense. **All members voted in favor.**
3. Hartford Sprinkler - Change Order Request - \$1,900.00 Credit - Chairman Coombs handed out an August 6, 2007 Letter from Hartford Sprinkler with the appropriate Change Order form giving the Town a \$1,900.00 credit for a 4" feed to an area that was never installed. Ed Flynn has already approved this change order via e-mail. Motion by Raymond Grasso seconded by Paul Camarco to accept this Change Order. **All members voted in favor.**
4. Kendall Wiggin's August 8, 2007 Letter to Bonnie Therrien - Chairman Coombs handed out Mr. Wiggin's letter advising that the State Library accepts the Town's use of the Library Space and will not constitute the temporary move of Town Staff as a breach of the State Library Construction Grant. The letter also addresses the fact we need to talk to a member of his staff regarding the Temporary Vault to be sure it meets State Library Guideline. The Town Manager, Mike Turner and Chairman Coombs will deal with the vault issue. Motion by Paul Camarco seconded by Raymond Grasso to accept this letter as information. **All members voted in favor.**

NOTE: Laurel Goodgion left at 6:58 PM.

4. **Executive Session:**

Motion made by Paul Camarco seconded by Raymond Grasso to go into executive session at 6:58 PM. **All members voted in favor.** Present during executive session were Chairman Coombs; Paul Camarco; Raymond Grasso; Luke McEntire; Carmen Pace; Stuart Temple; Paul Montinieri; Bonnie Therrien, Mike Turner and Tony Martino. Motion made by Paul Camarco seconded by Raymond Grasso to end executive session. **All members voted in favor.** Executive session ended at 7:10 PM.

5. **Next Scheduled Meeting:**

- A. The next regular scheduled meeting will be Monday August 27, 2007 at 6:00PM in Conference Room One.

Prior to requesting a motion to adjourn Chairman Coombs asked Town Councilor Paul Montinieri if he had any questions or comment. No comments.

6. **Adjournment:** Motion by Paul Camarco seconded by Raymond Grasso to adjourn. **All members voted in favor.** Meeting adjourned at 7:12 PM.

Paul T. Camarco, Clerk