

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY September 11, 2006

Chairman Coombs called the Meeting to order at 6:04 P.M. in Conference Room 1 (Ground Floor). Members present were Joseph Coombs, Raymond Grasso, Luke, McEntire, Carmen Pace and Stuart Temple. Staff Liaison Tony Martino, Mike Turner and Library Director Laurel Goodgion were also present. Committee Member Paul Camarco and Tim Tuell were absent.

Today is day 704 of the project.

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of August 28, 2006 Meeting](#) - Item 3IA1 line 1 change "nut" to "but" and show Stuart Temple as being absent. Motion by Raymond Grasso seconded by Carmen Pace to approve the minutes as amended. **All but one member voted in favor (Stuart Temple abstained).**

B. [Minutes of August 31, 2006 Special Meeting](#) - Motion by Raymond Grasso seconded by Carmen Pace to approve the minutes. **All but one member voted in favor (Stuart Temple abstained).**

3. Projects for Discussion:

I. Town Wide Radio System

A. Staff Information

1. Mike Turner advised information has been transmitted to the Rebanding Administrator. The ball is now in their court.

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. Community Resource Management - Invoice 19 - \$375.00 - Motion by Carmen Pace seconded by Stuart Temple to approve payment. **All members voted in favor.**

2. Nutmeg Companies - App. No. 23 - \$68,406.56 - Motion by Stuart Temple seconded by Carmen Pace to approve payment. **All members voted in favor.**

B. Change Orders

1. None - Chairman Coombs advised that the Job Superintendent advised there were outstanding change orders. They will be discussed at tomorrows meeting. There is an item where they feel additional lighting is needed in the hallway on the Library Lower Level by the Town Hall Meeting Room. Chairman Coombs feels this can be addressed with emergency wall lighting.

C. Staff Information

1. Budget Report dated September 7, 2006 - Tony Martino pointed out to members that there is another \$41,351.34 to be moved over from the Police Account to the Town Hall side of the bond. We previously requested the funds for the two open purchase orders be moved. These remaining funds are rebates we negotiated from Contractors for time delays. Motion by Raymond Grasso seconded by Stuart Temple to request Town Council authorize transfer of \$41,351.34 from the Police Account to the Town Hall contingency account. **All members voted in favor.** This action will bring the balance of funds available in the Police Account to zero. 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 - August 29, 2006 - Motion made by Raymond Grasso seconded by Carmen Pace to accept this as information. **All members voted in favor.**

3. Change Order Log - September 1, 2006 - Motion made by Stuart Temple seconded by Raymond Grasso to accept this as information. **All members voted in favor.**

4. Job Meeting Minutes - August 23, 2006 & August 30, 2006 - Motion made by Raymond Grasso seconded by Stuart Temple to accept this as information. **All members voted in favor.**

5. Transfer Funds Memo dated August 30, 2006 - Motion made by Raymond Grasso seconded

by Carmen Pace to accept this as information. **All members voted in favor**

D. Old Business:

1. Construction Status - Chairman Coombs advised after the meeting he will take any member interested over to the Library Lower Level to show them what has been accomplished to date. Chairman Coombs advised that the boiler demolition is past the half way point. The Hazmat work was finished last Wednesday. They are progressing taking the boiler apart. The boiler brick foundation is still there and pipes have been disconnected. One of the dampers was damaged during demolition and has to be repaired. Carpeting is being installed in the lower level. Above ceiling inspections have been completed. Painting is still being done. Laurel Goodgion asked what the punch list status was for the new offices. Chairman Coombs advised he has not heard anything yet. Mike Turner advised we still have a key issue in the Library. We are still waiting for keys for the lower level. When The Contractor installed the ceiling they forgot to label the pipes and their flow arrows. They have been advised they have to remove the ceiling tiles and label the pipes appropriately. We are still waiting for as built drawings. Mike advised that Bonnie Therrien received an e-mail regarding a safety hazard at the Library Book Drop Ramp. That area is being closed down within a week so the hazard will go away.
2. ADA Status - Mike Turner advised based on the payment approved above the Small Cities work is 100% complete. The Grant was for \$394,000 with approximately \$384,000 paid to date in construction and administrative costs. Mike will ask Dale Kroop to request the final drawdown. The State Small Cities staff will be down at some time to inspect the work and review the project records.

E. New Business:

1. Mike Turner advised that the work required to clean up from the July 3rd flooding has been completed at a cost of \$40,000 plus. The main cause of the problem was a collapsed pipe near the street. Town staff replaced the pipe eliminating the problem.

III. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. Hartford Sprinkler - Invoice 5 - \$2,280.00 - The new typed copy has not been received yet or signed by the mechanical engineer. This item remains tabled.
2. National Library Relocations - Invoice 13648 - \$6,305.60 - Motion by Stuart Temple seconded by Raymond Grasso to approve payment. **All members voted in favor.**

B. Change Orders

1. None

C. Staff Information

1. Phase 2 Scope of Work memo dated August 31, 2006. Mike Turner advised he does not know if the Town Manager forwarded this memorandum to Town Council yet. Motion by Raymond Grasso seconded by Carmen Pace to receive this as information. **All members voted in favor.** Luke McEntire asked how we get more money for the project. Chairman Coombs advised we are looking at expanding the scope of the work. Sprinklers weren't in the original scope of work. The code has changed for roof drains. We are now required to have high / low drains, requiring us to replace all drains, not just those damaged. We will look to replace ceiling tiles in offices on an as needed basis. This is why we will bid this item on a unit price basis to develop the best cost analysis.
2. Boiler Bid Letter dated August 31, 2006 - Chairman Coombs advised that no negative comments were received from Barry Associates references so this letter was forwarded to Council and no special meeting was scheduled for September 5, 2006. Chairman Coombs advised that the low bidder, Reliable Mechanical was in the office today asking why he wasn't picked. Reliable was given the bid information he requested. We gave him a copy of the August 31, 2006 letter as well as Steve Lattarulo's notes from calling references. (**NOTE:** Committee Members requested a copy of the references and Steve's comments for their file. It will be included with the next Agenda packet.) Motion by Raymond Grasso seconded by Stuart Temple to receive this as information. **All members voted in favor.** Chairman Coombs advised Barry Associates had only one concern on the bid, the language regarding

liquid damages if the work is not completed by October 15th. He was advised if he submitted a favorable schedule the Committee would have no concerns since the bid process had been delayed.

D. Old Business

1. None

E. New Business

1. None

NOTE: Prior to adjourning the meeting Chairman Coombs asked if anyone had any questions on anything on the Agenda. No one had any questions.

4. Next Scheduled Meeting:

A. The next regular scheduled meeting will be Monday September 25, 2006 at 6:00PM in Conference Room 1.

5. Adjournment: Motion by Raymond Grasso seconded by Stuart Temple to adjourn. **All members voted in favor.** Meeting adjourned at 6:45 PM.

NOTE: Once the meeting was adjourned Chairman Coombs took members on a tour of the Library Lower Level.

Paul T. Camarco, Clerk