

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY May 9, 2005

Chairman Coombs called the Meeting to order at 6:02 P.M. in the Public Works Conference Room. Members present were Joseph Coombs, David Edwards, Raymond Grasso, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino, Library Director Laurel Goodgion, Architect Peter Wells and Council Liaison Andy Adil were also present. Committee Member Paul Camarco was absent.

Chairman Coombs advised that today is day 217 of the project.

1. **Public Comments:**

A. None.

2. **Approval of Minutes:**

A. [Minutes of April 25, 2005 Meeting](#) - Motion by Raymond Grasso seconded by Stuart Temple to approve minutes. **All members voted in favor.**

B. [Minutes of April 29, 2005 Special Meeting](#) - Motion by Carmen Pace seconded by Tim Tuell to approve minutes. **All but one member voted in favor (Raymond Grasso abstained).**

3. **Projects for Discussion:**

I. **Town Wide Radio System**

A. **Expenditures**

1. None

B. **Contractor Change Orders:**

1. None

C. **Old Business:**

1. None

D. **New Business:**

1. None

E. **Staff Information:**

1. E-Mail from Town Manager regarding status of rebanding - Chairman Coombs advised this e-mail was for information only.

II. **Town Hall & Library Renovations - Phase 1:**

A. **Expenditures**

1. Nutmeg - Req. # 7 - \$176,730.64 - Motion by Raymond Grasso seconded by Stuart Temple to approve payment. **All members voted in favor**

2. EnviroScience Consultants - Invoice 00004 - \$3,855.00 - Motion by Raymond Grasso seconded by Carmen Pace to approve payment. **All members voted in favor** Questions were raised concerning the language of "Labor Only" Tony Martino was asked to get clarification from the vendor prior to requesting payment from Finance.

3. EnviroScience Consultants - Invoice 00001 - \$1,800.00 - Motion by Raymond Grasso seconded by Stuart Temple to approve payment. **All members voted in favor** Clarification was made that this is the only payment for the outside underground tank that the Committee is responsible for. All other expenses are being paid under a capital improvement account.

4. Szewczak Associates - Invoice 9983 - \$255.00 - Motion by Raymond Grasso seconded by Carmen Pace to approve payment. **All members voted in favor**

B. **Change Orders -**

1. No Change Orders to be considered. Chairman Coombs advised how some Change Orders were submitted for signature with verbiage not in the proposed change orders with language to allow for time delay. This is not the proper format to request this and it has been reviewed with the Town Attorney. At the next job meeting this issue will be discussed with the Contractor and this practice will be eliminated and the previous Change Orders clarified.

C. **Staff Information**

1. Construction Progress -Chairman Coombs advised things are progressing downstairs. The

contractor is installing ceiling tiles and the walkway is progressing. We have a request from the contractor to move the HVAC unit outside the walkway and put it in from of the window into the Town Hall Meeting Room. This will save us funds as that meeting room will be the main user of the unit. We are reviewing this request and seeing if we have to go to Planning & Zoning before making a decision. The contractor has done saw cuts for the entranceways to the elevator lobbies.

D. Old Business:

1. Small Cities Grant - No Report
2. Technology Committee - No Report

E. New Business:

1. None

III. Town Hall & Library Renovations - Phase 2:

A. Expenditures

1. None

B. Change Orders

1. None

C. Staff Information

1. Construction Status - Status mentioned above.
2. Memo Paul Dudley re Technology Scope of Work - The original plan was to move the Data Processing Staff and equipment downstairs. We had CCCI in last week to go over requirements with Paul Dudley and his staff and found it would be more economical to leave them on the second floor. Chairman Coombs advised we are looking to move the Building Inspection Vault to create more room to put all Data Processing Staff and equipment together.

D. Old Business

1. Review Tuthill & Wells Exterior Elevations - Peter Wells developed a third rendering for members to look at. Members looked at three scenarios with variations of each.

NOTE: David Edwards arrived at 6:55PM

Peter went over each rendering.

NOTE: Andy Adil arrived at 7:03PM

David Edwards brought in samples of what the metal skins would look like as well as color selections. Of the three scenarios presented scenario one was the least expensive, scenario three was next and scenario two was most expensive. Chairman Coombs asked each member which scenario they liked the best and scenario one was the unanimous choice of members to recommend to Town Council for consideration. Motion by Tim Tuell seconded by Raymond Grasso to recommend to Town Council Scenario One for consideration. **All members voted in favor.**

E. New Business - None

4. Next Scheduled Meeting:

- A. The next regularly scheduled meeting will be Monday May 23, 2005 at 6:00PM in the Public Works Conference Room.

5. Adjournment: Motion by Raymond Grasso seconded by Stuart Temple to adjourn. Meeting adjourned at 7:28 PM. **All members voted in favor.**

Paul Camarco, Clerk