

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY June 13, 2005

Chairman Coombs called the Meeting to order at 6:00 P.M. in the Public Works Conference Room. Members present were Paul Camarco, Joseph Coombs, David Edwards, Raymond Grasso, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino, Mike Turner and Library Director Laurel Goodgion were also present. Committee Member Stuart Temple was absent.

Chairman Coombs advised that today is day 252 of the project.

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of May 23, 2005 Meeting](#) - Motion by Paul Camarco seconded by Carmen Pace to approve minutes. **All but two members voted in favor (David Edwards and Raymond Grasso abstained).**

3. Projects for Discussion:

I. Town Wide Radio System

A. Expenditures

1. Trott Associates - Invoice 2617 - \$10,000.00 - Mike Turner advised Trott was hired to identify the interference problem with the radio system. In the settlement with Motorola they agreed to pay the cost and \$10,000 was deducted from their final settlement check. There are funds in the budget to cover this expense. Motion by Paul Camarco seconded by Raymond Grasso to approve payment. **All members voted in favor.**

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. Community Resource Management - Invoice 8 - \$735.00 - Motion by Carmen Pace seconded by Paul Camarco to approve payment. **All members voted in favor**
2. Nutmeg Companies - App. No. 7 - \$176,730.64 - Motion by Raymond Grasso seconded by Paul Camarco to approve payment upon signoff from the architect. **All members voted in favor.** Carmen Pace questioned the stats of the revised schedule we were supposed to receive back in February. Mike Turner advised Nutmeg has a consultant working on revising the schedule and hopefully we would see it shortly. Motion by Raymond Grasso seconded by Tim Tuell that we hold up processing the payment for Application No. 7 and any future payments to Nutmeg until we receive the revised schedule. **All members voted in favor.**
3. Joseph Merritt - Invoice 10728020 - \$214.65 - Motion by Raymond Grasso seconded by Paul Camarco to approve payment. **All members voted in favor.**
4. Ferguson EPPCO - Invoice 157939 - \$557.90 - Question on what this expense was for. It was for the plastic venting pipe for the area where the outside tank had to be removed. Chairman Coombs advised this was a legitimate expense for this Committee to pay. Motion by Paul Camarco seconded by Carmen Pace to approve payment. **All members voted in favor**
5. Szewczak Associates - Invoice 10047 - \$255.00 - Motion by Carmen Pace seconded by Paul Camarco to approve payment. **All members voted in favor**

B. Change Orders - None

C. Staff Information

1. Construction Progress - Mike Turner advised that the chimney is complete and the scaffolding removed. They have starting working on the entranceway into the library & book drop. The cable tray has arrived and hopefully will be installed tomorrow. The plumber has been coming in sporadically doing odd jobs. On Monday June 20th asbestos abatement will be done in the Health District area and Boiler Room area. Chairman Coombs advised that the handicap ramp to the book drop has been roughed out. A new door will be installed in the transformer area as the current one is rusting out. The grates will not be replaced until Phase 2 work is completed in the area to avoid damage to the grates.

2. 2005-2010 Town Strategic Plan - Tim Tuell questioned why this was given to Committee Members. Mike Turner advised the Town Manager requested Department Heads give this to all Committees and Boards for their information and comments.
3. Tuthill & Wells letter to Chairman Coombs regarding time extensions - Chairman Coombs advised he requested this letter from Peter even though we have a ruling from Town Attorney Jack Bradley. This letter is given to members as information only.

D. Old Business:

1. Small Cities Grant - Mike Turner advised we have made our third drawdown from the Grant covering expenses thru Nutmeg's first six applications for payment. We have received approximately \$136,000 from the Grant. Mike Turner advised that Joann from Community Resources has been in to interview labors regarding their wage scales.
2. Technology Committee - No Report. Chairman Coombs advised he has been hearing innuendos that we are ignoring the Technology Committee. They have a liaison to this Committee who never comes to our meeting. When meeting packets are released we make sure their liaison gets a copy of our agenda and minutes. Thru this mechanism they are being advised of what we are working on. At the last Town Council Meeting the Council received from the Technology Committee the Community College Standards that they suggest the Town follow and forward to all Building Committees. These are the same standards we received in the past. They have not made any updates to these standards and there are changes that have to be taken into consideration (i.e. Cabling requirements have been updated).
3. Proposal for Telecommunications Cabling Design CCCI - Chairman Coombs advised that he had asked Mike Turner to check with State Public Works to see if CCCI was still on their list of recommended on-call cabling firms. Mike advised they were and are still in good standing with the State. Chairman Coombs advised CCCI did the work for us at the Police Station and helped develop the budget for the Phase 2 Bond. He recommended we use CCCI since they were already familiar with the project and did a good job for us in the past. If we hire CCCI they will work in conjunction with Luchini Milford our Mechanical Engineers who don't have an expertise in cabling. (NOTE: Proposal is \$12,500 [\$2,500 for Schematic Design Report; \$4,500 for Design Development and \$5,500 for Construction Documents] plus \$120 per hour for Construction Administration). Since the amount is under \$20,000. the request does not have to go to Town Council for approval. Motion by Paul Camarco seconded by Carmen Pace to sign the proposal with CCCI. **All members voted in favor.** Laurel Goodgion asked when she could get together with CCCI to go over her technology needs. Chairman Coombs advised once they are on Board they will get together with Data Processing Staff then we'll get other areas involved.

E. New Business:

1. CL&P LOA Energy Incentive \$6,521.48 - Mike Turner has been working with CL&P on this incentive since the start of the project. Luchini & Milford worked with CL&P to determine the incentives under Phase 1 of the Project. The credit is a result of light control systems, light control occupancy systems, and coil control on heating units. Motion by Paul Camarco seconded by Carmen Pace to approve Energy Incentive and recommend same to Town Council and request Council direct incentive funds be credited back to the bond. **All members voted in favor.**

III. Town Hall & Library Renovations - Phase 2:

- A. **Expenditures** - Mike Turner advised last Thursday he and Tony Martino went into the three trailers and took inventory. One trailers has three units in it ready for installation. We will be looking to place those units as soon as possible. We will also look for other areas to store this furniture. Some will be used in the Town Council Chambers after abatement for swing space use while other areas of Town Hall are abated.
 1. Space Fitters - Invoice 625 - \$4,125.00 - Motion by Paul Camarco seconded by Raymond Grasso to approve payment. **All Members voted in favor.** (NOTE: Sales Tax deducted from invoice).
 2. Space Fitters - Invoice 821 - \$1,620.00 - Motion by Paul Camarco seconded by Raymond Grasso to approve payment. **All Members voted in favor.** (NOTE: Sales Tax deducted from

invoice).

NOTE: Paul Camarco left at 6:52 P.M.

B. Change Orders

1. None

C. Staff Information

1. Tuthill & Wells - Curtain Wall Replacement - Chairman Coombs advised he and Peter Wells went to the last Town Council Meeting to go over the various scenarios for the fascia with them. There were good questions and answers. Their final decision was to go along with the Committee recommendation of Scenario 1. The Council vote was 6 to 3. Two Councilors liked Scenario 3 and one liked Scenario 2. We are now looking a choice of colors. This weekend Chairman Coombs went to take pictures of some of the fascia shown in the catalog (Danbury, Monroe and New Haven). These pictures will be available at a future meeting. The Town Council is recommending going with natural stone panels around the windows. The stone panels are around \$12.00 a square foot. A joint meeting is being scheduled with Planning and Zoning and Design Review for June 21, 2005.
2. Construction Status - Chairman Coombs advised there are a couple of fire sprinkler heads to be installed. We need to get the fan coils in before we can put down the carpeting.

D. Old Business

1. Town Council Choice of Schematic #1 - See item III C 1 for information.

E. New Business - None

4. Next Scheduled Meeting:

- A. The next regularly scheduled meeting will be Tuesday June 28, 2005 at 6:00PM in the Public Works Conference Room. **(NOTE CHANGE IN DATE FROM MONDAY TO TUESDAY).**

5. **Adjournment:** Motion by Raymond Grasso seconded by David Edwards to adjourn. Meeting adjourned at 7:12 PM. **All members voted in favor.**

NOTE: Immediately after the meeting Chairman Coombs and Mile Turner gave members a tour of the ground floor to see how things are progressing.

Paul Camarco, Clerk