

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY July 11, 2005

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

Chairman Coombs advised that today is day 280 of the project.

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of June 28, 2005 Meeting](#) - Motion by Raymond Grasso seconded by Carmen Pace to approve minutes. **All but two members voted in favor (Stuart Temple and Tim Tuell abstained).**

3. Projects for Discussion:

I. Town Wide Radio System

A. Expenditures

1. Fred Martin - Invoice WCT-55-REG - \$843.75 - Motion by Raymond Grasso seconded by Carmen Pace to approve payment. **All members voted in favor.**
2. Fred Martin - Invoice WCT-56-REG - \$1,281.25 - Motion by Stuart Temple seconded by Carmen Pace to approve payment. **All members voted in favor.**

Mike Turner advised that last Radio Committee Meeting discussions were had regarding rebanding. People on the lower frequency, that we are moving to, have to be moved before we can move down. A budget will need to be set up for rebanding even though Nextel will pay the costs. Radios will be reprogrammed to work on both frequencies for a while. The only radios without the capacity to work on both systems are Public Works Radios. Nextel will have to buy us new radios that can operate both frequencies at once.

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. Nutmeg Companies - App. No. 8 - \$80,858.75 - Prior to voting on the motion Tim Tuell asked since we are not satisfied with the schedule from Nutmeg can we hold up on this payment. He was advised we only requested they forward us a revise schedule. Motion by Raymond Grasso seconded by Carmen Pace to approve payment. **All members voted in favor**

B. **Change Orders** - None. Chairman Coombs went over previous comments on the contractor putting language regarding delay requests on change orders and the illegality of it. To get things moving along the Architect issued Construction Directives to Nutmeg to do all the work started in the previous Change Orders. By issuing the Construction Directive the contractor has to perform the work. They can still come back thru proper channels to request an extension of time. At the previous meeting Mike Turner presented a chart of change orders and a column showing which change orders might warrant an extension of time (1) fan Coils, (2) Duct work to the roof for the toilet exhaust to meet building code due to us adding additional toilets. The third item for possible consideration for extension of item were the items in the addendum the contractor wasn't originally aware of. Chairman Coombs agrees with Mike that the fan coils and ductwork might be items for consideration. Discussions on time delay will be discussed at Thursdays. Job Meeting.

C. Staff Information

1. Construction Progress - Tony Martino advised that the elevator has been shipped from the factory on July 8th and will arrive at Bay State's Regional Headquarters later this week. Nutmeg will have to contact their construction contact at Bay State to make arrangements to have the elevator shipped to Town Hall and installed. Chairman Coombs advised construction progress has slowed down. We have been advised by Nutmeg that they will not start on a

change order request unless they have a paper copy signed off by all parties to the contract. Discussion as long as it s signed off by Town and Architect then they should consider it effective that day. Question raised on Lien Waivers accompanying payment requests. Members advised we receive a blanket lien waiver to cover payment from Nutmeg. Suggestion we request backup line waivers from sub-contractors. Also suggested that Nutmeg give us copies of purchase orders so we can know when items are ordered and can tell when items are to be delivered. These issues will be addressed at the Thursday Contractor's Meeting. Tim Tuell questioned what we needed to document to show injury to Town due to delays. Mike Turner advised this is hard to do. We are not like a school where we have to open by a certain date. To move an area such as Park & Rec now or later doesn't affect their performance. The Library is having problems coordinating their programs because they don't know when things will be done and if they have to close or not. Mike Turner advised the Architect and Engineers might be looking to recoup expenses if the project goes beyond the due date. Since the last meeting Chairman Coombs advised part of the ramp for the book drop has been poured as well as the pad for the air conditioning unit.

D. Old Business:

1. Small Cities Grant - Dale Kroop June 18, 2005 Memo - memo is self-explanatory. Chairman Coombs advised that the contractor needs to comply with the requirements or we can hold up his payments. Mike Turner advised DECD is coming down for a meeting next week to review our files. Mike is confident we will pass their review.
2. Technology Committee - No Report. Chairman Coombs advised the Technology Committee was advised we have CCCI under contract and they were given their draft policy for review. Mike Turner advised SBC has started their work.

E. New Business:

1. None

III. Town Hall & Library Renovations - Phase 2:

A. Expenditures

1. Space Fitters - Invoice 998 - \$1,620.00 - Motion by Raymond Grasso seconded by Stuart Temple to approve payment. **All members voted in favor**
2. Joseph Merritt - Color Copies for P & Z - \$134.25 - Motion by Raymond Grasso seconded by Stuart Temple to approve payment. **All members voted in favor**

B. Change Orders

1. None

C. Staff Information

1. Mike Turner advised we received approval from Planning & Zoning as well as the Design Review Committee on the façade. Chairman Coombs asked the Architect to bring the color selections to the Committee for review and approval.

D. Old Business

1. Chairman Coombs advised Peter Wells is working on the specifications for the facade work and roof. Luchini is working on electrical and HVAC requirements. Peter is working on exterior design. Thoughts on doing the boiler now have been scratched. With so many school projects out there we wouldn't get the job done before heating season and we don't want to be working on the façade having to provide temporary heat causing increase costing. By putting the boilers in with the rest of the work larger contractors might bid in the job giving us a better price. Mike Tuner advised he is looking to get asbestos abatement done in the Council Chambers and the hallways so we can start moving people into swing space to get things done.

E. New Business

- 1.

4. Next Scheduled Meeting:

- A. The next regularly scheduled meeting will be Monday July 25, 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 6:45 PM. **All members voted in favor.**

Paul Camarco, Clerk