

## WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY August 8, 2005

Chairman Coombs called the Meeting to order at 6:10 P.M. in the Public Works Conference Room. Members present were Paul Camarco, Joseph Coombs, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino, Mike Turner, Town Manager Bonnie Therrien, Library Director Laurel Goodgion, Town Councilor Andy Adil, Town Councilor Christine Fortunato and Technology Committee Members Bill Giuliano and Peter Kuzma were also present. Committee Members David Edwards and Raymond Grasso were absent.

Chairman Coombs advised that today is day 308 of the project.

**Executive Session** - Discussion of Possible Litigation - Motion by Paul Camarco seconded by Stuart Temple to go into executive session at 6:10 PM. **All members voted in favor.** Present for the executive session were Committee Members Paul Camarco, Joseph Coombs, Carmen Pace, Stuart Temple and Tim Tuell. Also present were Town Manger Bonnie Therrien, Tony Martino, Mike Turner and Town Councilors Any Adil and Christine Fortunato. Motion by Paul Camarco seconded by Stuart Temple to end executive session at 6:30 PM. **All members voted in favor.**

**NOTE:** No motions or actions were made in executive session that needed to be brought out in public session.

### 1. Public Comments:

A. None.

### 2. Approval of Minutes:

A. [Minutes of July 11, 2005 Meeting](#) - Motion by Stuart Temple seconded by Carmen Pace to approve minutes. **All but one member voted in favor (Paul Camarco abstained).**

B. [Minutes of July 25, 2005 Discussion](#) - Motion by Carmen Pace seconded by Stuart Temple to approve minutes. **All but member voted in favor (Tim Tuell abstained).**

### 3. Projects for Discussion:

#### I. Town Wide Radio System

##### A. Expenditures

1. Fred Martin - Invoice WCT-60-REG - \$281.25 - Motion by Stuart Temple seconded by Carmen Pace to approve payment. **All members voted in favor.**

2. Fred Martin - Invoice WCT-65-REG - \$325.60 - Motion by Paul Camarco seconded by Carmen Pace to approve payment. **All members voted in favor.**

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

##### A. Expenditures

1. Community Resource Mgt - Invoice No. 9 - \$1,670.00 - Motion by Paul Camarco seconded by Carmen Pace to approve payment. **All members voted in favor.**

2. Envirosience Consultants - Invoice 0000005 - \$1,480.00 - Mike Turner advised this work was to perform Hazmat abatement below the Library. Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor.**

3. Nutmeg Companies - App. No. 9 - \$91,718.56 - Motion by Carmen Pace seconded by Paul Camarco to approve payment. **All members voted in favor.**

4. Nutmeg Companies - App. No. 10 - \$143,447.97 - Motion by Stuart Temple seconded by Paul Camarco to approve payment. **All members voted in favor**

##### B. Change Orders - None.

##### C. Staff Information

1. Construction Progress - Chairman Coombs advised their work performance has been minimal. Looking to correct this to get more work performed. Carpeting was started last week. Some electrical, fire alarm work and the floor in the Health District (former lobby) have been leveled. Piers were poured for the entrance canopies. They have engineering problems with the entranceway to the Library. The main power lines to the building come in there. They need to figure out how to bridge the area. The architect is designing a sketch. Laurel Goodgion asked if the canopy was going in before the entrance way is finished? Chairman Coombs

advised, probably but would check on it and get back to her.

2. Correspondence regarding Lien Waiver form - Motion by Tim Tuell seconded by Carmen Pace to accept this as information only.

**D. Old Business:**

1. Small Cities Grant - Dale Kroop August 1, 2005 Letter - Mike Turner advised one of the things in the memo was Nutmeg was behind in sending in certified payrolls. Mike advised Dale Kroop informed him via fax that he received the certified payrolls from Nutmeg on Friday. Dale Kroop was advised we should anticipate getting the work done by the end of the year or face loosing the grant.
2. Technology Committee - Draft Rules / Standards - Bill Giuliano advised he saw this on the agenda so he and Peter Kuzma came to answer any questions. Mike Turner showed members to BICSI Standards (3" Binder). Mike Turner advised back in June 2004 the Technology Committee recommended to Town Council developing Standards to follow. Some Technology Members came up with draft Standards. Based on State Community College Standards as an example. Change now to use the National BICSI Standard forwarded to Town Council. Council requested all Building Committees review these standards and get back to the Council. Mike advised there is a difference between standards, regulations and codes. The Technology Committee documentation recommends if Standards can't be met a waiver be requested from the Town Manager or the Technology Committee. Mike Turner advised where Building Committees are involved and technology is to be taken into consideration the Committees would be hiring an RCDD to who know the BICSI and follow them unless a justifiable reason is determined to deviate from them but met the requirements to get the networks to operate properly. In such cases ability to waive from the BICSI Standards should rest with the Building Committee. Peter Kuzma agreed if a RCDD is involved they know what has to be done and has no problem with the Building Committee making waivers. He talked to Brendan Dunn who is doing work for us. Brendan will follow the proper standards to be sure Technology needs is met. Mike Turner will develop a memo to the Town Manager stating the above recommendation on behalf of the Committee if they so agreed. They did. All members agreed.

**NOTE:** Bill Giuliano and Peter Kuzma left at 6:59PM

**E. New Business:**

1. None

**III. Town Hall & Library Renovations - Phase 2:**

**A. Expenditures**

1. CCCI - Invoice 0000001 - \$1,675.00 - Motion by Paul Camarco seconded by Carmen Pace to approve payment. **All members voted in favor.** Laurel Goodgion wanted it noted for the record that CCCI never came to her to talk about her needs. She did see them come thru the area doing a walk thru but never identified themselves. Chairman Coombs will be sure CCCI contacts Laurel. He assumed they did the walkthrough to prepare preliminary designs of the area first, as it is now, and then would meet with staff to identify their needs.

**B. Change Orders**

1. None

**C. Staff Information**

1. Mike Turner advised the Architect is working schematic designs for Phase 2 to develop the scope of work. Same is true of the electrical engineers.

**D. Old Business**

1. Architect and Engineer are working on Specs.

**E. New Business**

1. Mike Turner advised we have started taking things out of the Town Council Chambers. Mike is getting proposal from Environmental firm to get cost to abate Town Council Chambers and corridors on first and second floor. Once Council Chambers have been cleared it will be used as swing space to move departments into while renovations are performed in their areas.

**NOTE:** Chairman Coombs asked if anyone had any questions on anything on the Agenda.

Questions -

1. Laurel Goodgion - Laurel handed out a memo she gave Ed Flynn dated July 13th regarding areas of concern she had for the Library area. She wasn't sure if they were Phase 1 or Phase 2 items. She was waiting for a response back Ed. Chairman Coombs advised some of her issues would be handled under Phase 1 or the project. When Joe met with Ed Flynn last week he was working on a response to her memo along with working spec requirements for the bid specs.
2. Stuart Temple - Stuart questioned if we should be paying Nutmeg if they were not providing the necessary data to Dale. Mike advised he would e-mail Dale to see if we should hold up payment. The problem is the conflict between the Feds and State. One requires Social Security Numbers and the other doesn't. Bonnie Therrien advised she would bring this up at the next Contractor's meeting scheduled for this Wednesday.

4. **Next Scheduled Meeting:**

A. The next regularly scheduled meeting will be Monday August 22, 2005 at 6:00PM in the Public Works Conference Room.

5. **Adjournment:** Motion by Tim Tuell seconded by Paul Camarco to adjourn. Meeting adjourned at 7:12 PM. **All members voted in favor.**

Paul Camarco, Clerk