

## **WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY August 22, 2005**

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

Chairman Coombs advised that today is day 323 of the project.

**Executive Session** - Chairman Coombs advised there was no need for executive session. There is a meeting with the Town Attorney and Nutmeg's Attorney tomorrow and a job meeting on Wednesday. Maybe there will be a need for an executive session at the next meeting.

### **1. Public Comments:**

A. None.

### **2. Approval of Minutes:**

A. [Minutes of August 8, 2005 Meeting](#) - Motion by Paul Camarco seconded by Stuart Temple to approve minutes. **All but one member voted in favor (Raymond Grasso abstained).**

### **3. Projects for Discussion:**

#### **I. Town Wide Radio System**

##### **A. Staff Information**

1. Best Practice Guide - Radio Rebanding - Chairman Coombs advised he has been dealing with the radio system since day one and this was the first time he saw this document. Town Council was given this document in executive session the other night and it was the first time they were aware of it. Tim Tuell advised he listened to the last Town Council Meeting on TV. Motorola's boss told it like it was, in the 1990's the street was littered with complaints like this. Tim feels someone should have been looking for system complaints when we went out to bid this system. We hired Fred Martin as our consultant. Tim feels Fred should have known about these complaints or gone looking for complaints. Fred should have known the ins and outs of the 800 versus 400 Mhz Systems. Mike Turner noted that Motorola owns a large share of Nextel.
2. Presentation by Motorola to Town Council at August 15, 2005 Meeting - Chairman Coombs advised this is a consolidation of what was said. It is provided for information purposes only.

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

##### **A. Expenditures**

1. None

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

##### **C. Staff Information**

1. Project Status Report to Council - August 10, 2005 Letter To Mayor Morin - Chairman Coombs advised the memo is self-explanatory. Tim Tuell felt it didn't set off alarms on how the project will not be finished on time. October 4, 2005 is the scheduled completion date of the project. Tim feels the memo should be revised to include time delays. Raymond Grasso had similar concerns. At this point we should have a public record showing where the project stands. Raymond Grasso made a motion seconded by Tim Tuell to send a follow up memorandum to the Mayor, Town Council and Town Manager referencing the August 10th memorandum stating the Committee feels based on the work done to date they do not feel confident the contractor can complete the project on time, October 4, 2005(Phase 1 Work). **All members voted in favor.**
2. BICSI Standards - August 8, 2005 Response Letter to Bonnie Therrien - Chairman Coombs advised the memorandum was self-explanatory. Mike Turner advised he heard from the Manager and she suggested the letter be edited deleting the last sentence in the first paragraph

and the whole second paragraph. The Committee agreed with the editorial change. Mike Turner has a revised memorandum on his desk ready for Chairman Coomb's signature.

3. Budget Status Report - Mike Turner advised the original budget was developed by Joe Swetcky to allocate funds. Mike has now reformatted the budget to bring it in line with what the expenses are expected to be. Tim Tuell would like one more column added to this report "Expected To Spend Column". This would bring the report more in line with the information DeCarlo & Doll provided on the Police Facility. Tim would like to see this information provided to the Committee from time to time.
4. Construction Progress - Chairman Coombs advised there hasn't been much change from last time. Mike Turner advised the electrician has been working on the fire alarm and the elevator company has been working on the elevator. Nutmeg's superintendent is the only Nutmeg employee here today. Laurel Goodgion asked if additional work needed to be done around the book drop ramp. She saw Sey Adil and his Beautification Members doing weeding and clearing in the area. Maybe someone should make him aware work is still being done on that area.
5. Laurel Goodgion List of Questions - This was forwarded to the members as information. Chairman Coombs advised he is still awaiting a response from Luchini and Milford. Committee members had no questions.

**D. Old Business:**

1. Small Cities Grant - Dale Kroop Letter & E-Mail August 18, 2005 - Self-explanatory. For information only.
2. Technology Committee - No Report

**E. New Business:**

1. Discussion Therrien & Hancock re: U/G Tank Removal Funding - Chairman Coombs advised he cannot accept these expenses at face value. The tank and everything required to remove it outside Town Hall has nothing to do with the renovation scope of work. The bond paid to remove and remediate the soil removed from the elevator pit hole. Laurel Goodgion asked where the money came from to remove the underground tank at the new Nature Center. Mike Turner advised the Town Council authorized payment from the Town's General Fund Contingency Account. Mike also advised that other underground tank removals were paid for from Capital Improvement Project Funds. Committee members had reservations paying for the tank and outside expenses from the bond. Motion by Raymond Grasso seconded by Tim Tuell to ask the Bond Attorney if these expenses were within the scope of the bond and could be paid for from it. If the answer was yes, the Committee would consider reimbursing the Town from the bond, at the end of the project, if there were funds available. **All members voted in favor.**

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

**A. Expenditures**

1. Space Fitters - Invoice 1298 - \$3,240.00 - Motion by Paul Camarco seconded by Raymond Grasso to approve payment. **All members voted in favor.**

**B. Change Orders**

1. None

**C. Staff Information**

1. Budget Status - Mike Turner advised on Phase II there is no budget breakdown as the architect is developing the budget with the specifications.

**D. Old Business**

1. None

**E. New Business**

1. Proposal for Asbestos Abatement -Chairman Coombs recommended approving this bid to get things starting in the Council Chambers so we could set the area up as swing space and storage for the furniture in the trailers. Mike Turner advised he asked EnviroScience to get us the quote. The vendor bidding is the same one being used on school projects and their price is in line with those projects and cheaper then Nutmeg's rate. Motion by Paul Camarco seconded by Stuart Temple to accept Superior Industries proposal in the amount of \$15,435 to remove

and dispose of Asbestos Abatement in the Town Council Chambers. **All members voted in favor.**

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

Questions -

1. Laurel Goodgion - When can she meet with CCCI on the Library Technology Plan? She has concerns on moving the data room and it's effect on Library operations. Chairman Coombs advised once the floor layout is finalized that would be the time to meet with CCCI. She also advised she is looking to put shelving on the mezzanine that is not shown on the plan.

**4. Next Scheduled Meeting:**

A. The next regularly scheduled meeting will be Monday September 12, 2005 at 6:00PM in the Public Works Conference Room.

5. **Adjournment:** Motion by Raymond Grasso seconded by Tim Tuell to adjourn. Meeting adjourned at 6:58 PM. **All members voted in favor.**

Paul Camarco, Clerk