

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE AMENDED MINUTES - TUESDAY September 6, 2005

Chairman Coombs called the Special Meeting to order at 6:05 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, Town Manager Bonnie Therrien and Library Director Laurel Goodgion were also present. Committee Member Paul Camarco was absent.

Today is day 337 of the project.

1. Public Comments:

- A. None.

Chairman Coombs thanked members for coming to weekly meetings as was agreed to at the meeting the Town had with the Contractor and the Attorneys. Raymond Grasso asked since the purpose of the special meetings is to address items concerning Town Hall Phase One work the Agenda for the Special Meetings should be limited to that subject. Items for Phase Two and the Radio System should be saved for regular scheduled meetings. Limiting discussion to Phase One items will get members in and out quickly on these special meetings.

2. Approval of Minutes:

- A. [Minutes of August 29, 2005 Special Meeting](#) - Bonnie Therrien requested the minutes be amended to show she attended the meeting. Motion by Raymond Grasso seconded by Stuart Temple to approve minutes as amended. **All but two members voted in favor (David Edwards and Tim Tuell abstained).**

3. Projects for Discussion:

I. Town Wide Radio System

A. Expenditures

1. Martin AG (USA) - Invoice WCT-62-REG - \$281.25 - Motion by Stuart Temple seconded by Raymond Grasso to approve payment. **All members voted in favor.**

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. Nutmeg Companies - App No. 11 - \$115,384.93 - Question raised if we had received the approved sign off copy of the requisition from the Architect. Chairman Coombs advised not yet, expects to receive it tomorrow morning from Peter at the Job Meeting. There was much discussion on the contractor submitting proper paperwork on time with all appropriate signoffs in place. Tim Tuell disagreed saying there were much bigger things to worry about. There were other things requiring checks and balances. Motion by Raymond Grasso seconded by Stuart Temple to table payment. **Vote was 2 members against and 4 members in favor. Motion Tabled.**

B. Change Orders

1. PCO85 - Credit Delete Library Mezzanine Stairs - (-\$7,107.50) - Chairman Coombs advised this credit was for elimination of widening the mezzanine stairs for ADA. The stairs are going to be reconfigured and go in a different direction. Laurel Goodgion questioned the fact that the stairs wouldn't be done until Phase 2 and would affect the carpeting. Chairman Coombs was unaware of the work being held up until Phase 2 but will check it out at tomorrow's job meeting and get back to Laurel. There were also questions as to why the change order didn't offset at "Prime Overhead on Subcontractor's 10% Calculation". David Edwards explained to Committee Members why, overhead costs would have been incurred to get to this point. Raymond Grasso wanted it noted for the record that if that was in fact the case then when the change order comes in to move the mezzanine stairs the 10% Prime Overhead Charge be only on the amount of the over \$7,107.50. Motion by Raymond Grasso seconded by Stuart Temple to approve change order. **All members voted in favor.**
2. PCO75 - Demo Quarry Tiles - \$2,871.72 - Chairman Coombs advised this is to take out the balance of the tiles in the main lobby between Town Hall and the Library. Decision was made

to put in carpeting and the tiles had to be removed and the floor leveled. Motion by David Edwards seconded by Raymond Grasso to approve change order. **All members voted in favor.**

3. PCO59 - Demo Wall T104 - \$421.13 - Chairman Coombs advised this was in the Registrar's Area to remove a masonry wall. Motion by Carmen Pace seconded by Raymond Grasso to approve change order. **All members voted in favor.**
4. PCO61 - Demo Ductwork, window bars, smoke seals - \$1,061.09 - Chairman Coombs advised ductwork removed that was not being used. The window bars were in the area where the jail cells were. The smoke seals had to be removed at the request of the Fire Marshal. Motion by Stuart Temple seconded by Carmen Pace to approve change order. **All members voted in favor.**
5. PCO83 - Install combo paper towel dispenser / waste receptacles - \$3,884.62 - Chairman Coombs advised the original units would not fit in the space behind the masonry wall and the manufacturer would not take the original units back. Question asked what we would do with them. Chairman Coombs advised the Town would save them to use on another Town project. David Edwards asked who specked the units. If it was the Architect or Engineer we can go back for reimbursement from them under errors and omissions. Motion by Stuart Temple seconded by Raymond Grasso to approve change order. **All members voted in favor.**
6. PCO75R - Carpet In Lieu of VCT in T103 - \$394.85 - Chairman Coombs advised this was an upgrade we would have done under Phase Two but it was more economical to do it under Phase One and finish the job. Motion by Carmen Pace seconded by Raymond Grasso to approve change order. **All members voted in favor.**
7. PCO84 - Delete Painting Grate in Library - (-\$312.00) - Chairman Coombs advised this was by the structural steel near the chimney. We will be taking the boilers out through that area in Phase Two and will then replace the grates with new ones that are fiberglass that will not rust or require painting. Motion by Carmen Pace seconded by Stuart Temple to approve change order. **All members voted in favor.**
8. CCD - Signage - \$2,642.37 - Chairman Coombs advised the price of sign is up. Signs are required by ADA and Department Heads have signed off on signs for their areas. Laurel Goodgion advised she did not sign off on a list. She wants a list to review and wants to know which signs are required by ADA. Laurel will check with Brian O'Connor to see what signs are required by ADA. Chairman Coombs advised Peter Wells determined what ADA signs were required based on ADA requirements that he had. Laurel does not want permanent signs installed when things were going to be changed in Phase Two. Motion by Raymond Grasso seconded by Stuart Temple to approve change order subject to Laurel Goodgion seeing and signing off on the signs.. **All members voted in favor.** Tim Tuell was concerned because he didn't know what signs were being purchased and if they were all needed. Chairman Coombs will get Committee Members a complete list of signs. If all the signs are not needed they will be reduced from the list and the change order reduced accordingly.

C. Staff Information

1. Fire Marshal's August 26, 2005 Memo regarding Library Mezzanine Shelving - Chairman Coombs advised this information was self-explanatory. Laurel Goodgion advised it was based on the comments in the previous minutes that were deleted. Chairman Coombs advised the comments were generic and applied to any work to be done.
2. Project Status Report Supplement Memo -Information Only. Draft agreed to at last meeting.
3. E-mail from Bond Attorney - self-explanatory. Copy promised to members by Mike Turner at last meeting.

D. Old Business:

1. None

E. New Business:

1. Chairman Coombs advised that structural steel was going up outside for the canopy. A couple of pieces have to be refabricated, as they were the wrong size. There is a question on the stairs going to the sidewalk, which will be addressed at tomorrow's job meeting.

III. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. CCCI - Invoice 0000002 - \$6,975.00 - Chairman Coombs advised that he had just received this afternoon a preliminary set of drawings that he and Paul Dudley have to review. After the review he will set up a meeting to go over requirements with effected areas like the Library. Motion by Stuart Temple seconded by Raymond Grasso to approve payment. **All members voted in favor.**

B. Change Orders

1. None

C. Staff Information

1. None

D. Old Business

1. None

E. New Business

1. None

4. Next Scheduled Meeting:

- A. The next regular scheduled meeting Monday September 12, 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 6:48 PM. **All members voted in favor.**

Paul Camarco, Clerk