

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY November 21, 2005

Chairman Coombs called the Special Meeting to order at 5:55 P.M. in the Public Works Conference Room. Members present were Paul Camarco, Joseph Coombs, Raymond Grasso, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino, Mike Turner, Library Director Laurel Goodgion and Town Councilor Andy Adil were also present. Committee Member David Edwards was absent.

Today is day 413 of the project.

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of November 10, 2005 Meeting](#) - Motion by Paul Camarco seconded by Stuart Temple to approve minutes. **All members voted in favor.**

3. Projects for Discussion:

I. Town Wide Radio System

A. Staff Information

1. Trott Associates - Mike Turner advised at this Committee's last meeting members gave the Town Manager authority to advise the Town Council the Committee's approval to use bond funds to pay Trott Associates fee for researching the problems with the radio system prior to rebanding. Bonnie made this offer to Town Council but they will use general funds for now. During the course of the winter if the Town has to dig to deep into contingency for winter storm operations they might come back and accept the Committee's offer.

NOTE: Tim Tuell arrived at 5:56 PM

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. Tuthill & Wells - Invoice 3717 - \$5,610.00 - Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor.**

NOTE: Laurel Goodgion arrived at 5:57 PM

B. Change Orders

1. PCO #88R - Replace Counter Rec. & Parks - \$2,413.71 (Previously Tabled) - Chairman Coombs advised that the Town Staff is inundated with work and cannot take on this task at this time. Chairman Coombs recommends taking this item off the table and allowing Nutmeg to do the work. The countertop will be replaced and the wood will be painted. This counter will then look like the other shelves and counters in the new area. Motion made by Stuart Temple seconded by Paul Camarco to take this item off the table. **All members voted in favor.** Motion made by Paul Camarco seconded by Stuart Temple to approve the change order. **All members voted in favor.**
2. PCO #97R - T&M OH&P omitted from PCO 97 - Revised amount is \$4,207.25 (net inc \$548.77) - When the PCO was approved the vendor failed to include their overhead and profit in their quote as authorized by the contract. Motion made by Paul Camarco seconded by Stuart Temple to approve change order. **All members voted in favor.**
3. PCO #98 - Pitkin - Add Main Door Extrusion Trim - \$456.35 - Chairman Coombs advised he brought this to our attention at a prior meeting. The doors were originally attached to a wood header. We will now cover it with white metal to match the ceiling tiles. Motion by Paul Camarco seconded by Stuart Temple to approve change order. **All members voted in favor.**
4. PCO #99 - Pitkin - Replace West Metal Entrance Door Frame - \$3,092.20 - Chairman Coombs advised that this is to replace the original door frame. The current frame is coming

loose from its fastenings. Motion by Stuart Temple seconded by Paul Camarco to approve change order. **All members voted in favor.**

5. PCO #101 - Replace Concrete Slab Pitkin - \$2,720.26 - Chairman Coombs advised this is where the door frame is being installed. Refer to comments at the last meeting. Chairman Coombs already authorized going ahead with the work. The old slab was removed today and if the weather holds the area will be framed and poured tomorrow. Motion by Paul Camarco seconded by Stuart Temple to approve change order. **All members voted in favor.**
6. PCO #102 - Stair Tower Work - \$11,052.52 - Mike Turner advised this work will complete the stair towers on both sides of town hall from the ground floor all the way up to the second floor.

NOTE: Raymond Grasso arrived at 6:07 PM.

This will accomplish all the painting and floor / stair tiles/mats installation. The only thing that won't be done is the ceiling tiles and lighting. That will be accomplished in Phase 2. Since most of the work has been accomplished on the town hall side now is the time to do the work to give the Public a sense of completion on part of the project. Committee Members had concerns that doing the painting and new floor mats now would cause damage when Phase 2 work is started. Chairman Coombs advised the contractor will have to provide protection to avoid damage. Mike Turner advised when OSHA was in a couple of weeks ago they found a tripping hazard that would be fixed by installing the mats and tiles now. Motion by Stuart Temple seconded by Tim Tuell to approve credit. **All but one member voted in favor, Paul Camarco voted nay.**

C. Staff Information

1. Budget Report November 17, 2005 - Tim Tuell questioned the inclusion of the \$790,000 at the bottom of the sheet. Mike Turner advised that when the second referendum question for Phase 1 passed, the Bond Attorney advised that the wording created an additional \$790,000 under the bond for us to use, if needed. We didn't include it until now because we wanted to be sure the ruling was correct. We show it on the bottom as we have not touched the money to date. Tim Tuell asked if the money goes to contingency. Mike Turner advised the Committee decides where the funds go. He recommends the Committee consider putting \$590,000 into Contingency for item that might come up in the Library that occurred on the town hall side. Motion by Stuart Temple seconded by Paul Camarco to accept this as information. **All members voted in favor.**
2. Dale Kroop November 17, 2005 Letter to Bonnie Therrien - Discussion by Raymond Grasso that we should not approve Nutmeg's Payment Applications until we receive word from Dale Kroop that we have everything we need to get reimbursed by the State. Motion by Raymond Grasso seconded by Paul Camarco that requests for payment from Nutmeg be held until we have conformation from Dale Kroop that all is in order for reimbursement under the Small Cities Grant. **All members voted in favor.** Motion made by Raymond Grasso seconded by Paul Camarco to accept this as information. **All members voted in favor.**
3. Updated Change Log - Question raised on the log as to the difference between "Hold" and "Pending". Chairman Coombs explained differences between both. Motion by Paul Camarco seconded by Carmen Pace to accept this as information. **All members voted in favor.**

D. Old Business:

1. Construction Status - Chairman Coombs advised that the canopies are being framed. Today the vendor started installation of the thermostats. The technicians are connecting the thermostats to the fan coil units. Piping has been insulated. The Slab has been taken out at the Community Center and weather permitting will be framed and poured tomorrow. Once the counter has been refinished in Park & Rec. we can look at moving them into their new area. Need above ceiling inspection by the Architects Engineer and the Building Inspector first. Chairman Coombs advised there are areas where the wall had been penetrated and need to be filled in per code. Some penetrations are Nutmegs. Some were done years ago by other vendors or town staff. Town Staff does not have the time to do this work. The electrician is

trying to do what he can in his free time. To save time Raymond Grasso made a motion seconded by Carmen Pace to have Chairman Coombs negotiate with Nutmeg to do all the penetration fill in work. **All members voted in favor.** Mike Turner advised progress is being made in the second floor toilets. Wallboard has been installed and fixtures are being installed. The vendor was in today measuring for the counters.

E. New Business:

1. None

III. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. EnviroScience - Invoice 0000006 - \$1,555.00 - Stuart Temple requested, in the future, the vendor give us timetables and explanation of the work performed. Motion made by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor.**

B. Change Orders

1. None

C. Staff Information

1. None

D. Old Business

1. Tim Tuell questioned the need for railings on the ramp coming up to the Silas Deane Entrance. He felt the ramp could be installed to grade without railing. Mike Turner will fax Tim tomorrow copies of the specs showing the need for the railings. Tim feels the ramps will give the entrance way an ugly appearance.

E. New Business

1. Mike Turner advised that landscaping cannot be planted or survive if planted between the canopy and the Library Wall. It was suggested the pavers be left in place and a large bike rack purchased for individuals to park their bikes. No bench would be put in this area to keep the children from congregating there after school.

NOTE: Prior to adjourning the meeting Chairman Coombs asked if anyone had any questions regarding anything on the Agenda. No one had questions.

4. Next Scheduled Meeting:

- A. The next regular scheduled meeting Monday November 28, 2005 at 6:00PM in the Public Works Conference Room.

5. Adjournment: Motion by Raymond Grasso seconded by Paul Camarco to adjourn. Meeting adjourned at 6:36 PM. **All members voted in favor.**

After adjournment members went downstairs to view construction progress.

Paul Camarco, Clerk