

# WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE

## MINUTES – MONDAY November 10, 2009

Chairman Coombs and called the meeting to order at 6:00 PM in Conference Room One.

Present:

Committee Member Name	Present	Absent	Excused
Joseph Coombs, Chairman	X		
Tim Tuell, Vice Chairman			X
Raymond Grasso (6:03PM)	X		
Richard LePore	X		
Luke McEntire	X		
Carmen Pace	X		
Stuart Temple, Clerk	X		
<b>Liaison Present</b>			
Paul Montinieri, Council Liaison			X
Tony Martino, Staff Liaison	X		
Mike Turner, Staff Liaison	X		
<b>Staff &amp; Guest Present</b>			
Jeff Bridges, Town Manager			X
Laurel Goodgion, Librarian	X		
Peter Wells	X		

Today is day 904 of the Project

### 1. Public Comments:

1. None

### 2. Approval of Minutes:

- A. Minutes of August 31, 2009 Meeting – Motion made by Raymond Grasso seconded by Stuart Temple to approve the minutes. **All members voted in favor.**

Chairman Coombs requested a motion be made to go out of order on the Agenda so Peter Wells could address the issues we need him to cover so he can get to another meeting. Motion made by Luke McEntire seconded by Carmen Pace to go out of order. **All members voted in favor.** (NOTE: Item 3IC5 was covered out of order.

### 3. Items for Discussion:

#### I. Town Hall / Library Renovations – Phase 2

##### A. Expenditures

1. Kronenberger & Sons – App. No. 20R - \$63,497.99 – Chairman Coombs advised this is the final application for payment minus the request for retainage payment. All work has been listed as 100% complete. Raymond Grasso advised before this item is voted to come off the table we need to know from the town attorney that we can take credits due from retainage. Chairman Coombs advised he has upstairs in Mike Turner's office case law where it was ruled that credits could be taken from retainage and opinion was given to us by the Town Attorney and he agrees verbally with it. Motion made by Raymond Grasso seconded by Stuart Temple to take this item off the table. **All members voted in favor.** Chairman Coombs advised the work referenced in this payment application has been completed and should be paid. Stuart Temple asked if we were going to hold monies for the credits. He was advised that we will take the credits from the retainage we are holding. Motion made by Raymond Grasso seconded by Stuart Temple to approve this payment with a clear understanding thru case law we can take the credits due from retainage. **All members voted in favor.**

##### B. Change Orders

1. None

##### C. Staff Information

1. Szewczak Associates – Invoice 13460 - \$1,472.50 (previously tabled) – Mike Turner advised he reviewed the minutes of the Feb 23,2009 minutes and Szewczak was suppose to forward us a report that has not been received to date so this item will remain tabled.

2. Updated Budget Sheet dated September 28, 2009 – Tony Martino advised that this budget sheet shows all the changes that were effective with the last meeting and payments authorized at that time. Mike Turner advised as a result of the meeting they had with Kronenberger recently the \$10,000 item in Line 50 for “KSR work voice and data drops” is going away. Raymond Grasso asked of the new figure for PCO 29R will be reflected on the next budget sheet. He advised it would. Motion by Stuart Temple seconded by Raymond Grasso to receive this as information. **All members voted in favor.**

3. Updated Punch List dated October 28, 2009 – Mike Turner advised this list was updated after the last meeting with Ed Flynn and Peter Wells. Kronenberger has not been back since then but Shea Electric was here and accomplished Electrical Item 8 “Replaced ballast for Chamber strip lights (Shea Warranty)”. Laurel Goodgion advised she is still having heating issues in the lobby, circulation desk and the fan wasn’t working in the receiving area. Mike Turner advised there never was a fan in the receiving area and we advised we are awaiting a response from Ed Flynn on Laurel’s other issues. Mike also advised Ed Flynn is preparing a cost of all the punch list items left to be accomplished. He will give the costs to Kronenberger with a directive to get the work completed by a certain date or he will exclude them from coming back to the job site and hire someone to complete the work and reduce Kronenberger’s retainage by the cost of the outside contractors finishing this work. Motion by Stuart Temple seconded by Raymond Grasso to receive this as information. **All members voted in favor.** NOTE: Laurel Goodgion left at 6:55 PM.

4. Peter Wells’ memo to Ed Flynn dated October 21, 2009 – Luke McEntire asked if there was any response to Peter’s letter to Ed Flynn. Mike Turner advised that after the October 28<sup>th</sup> Meeting Ed Flynn gave input to the punch list attached to this agenda. Motion by Stuart Temple seconded by Raymond Grasso to receive this as information. **All members voted in favor.**

5. Peter Wells’ letter to Chairman Coombs dated October 22, 2009 – Peter Wells advised there was a meeting with Kronenberger and the sub-contractor, Mike Turner and Joe Coombs to review the steel work. Total Fab brought details of what had to be moved and reworked. Based on that he wrote this letter. Brian Kronenberger agreed to waive his overhead and profit for this work reducing the cost to \$16,000.00. Peter feels this request should be considered. Mike Turner advised the Committee rejected the original PCO 29 due to the Peer Review. Peter explained that the Structural Engineer felt the work was warranted and in the best interest of the town. Mike Turner had estimated the cost as \$4,000 versus \$16, 000. Why the disparity in the numbers, Mike Turner advised he based his numbers on the sketch we were given. After listening to Total Fab present their case and what was done (steel had to be removed cut and patched) the \$16,000 number is justified. Luke McEntire questioned that the Budget sheet shows \$13,412 expense and Peter’s letter shows \$16,000. Why the difference. Peter Wells advised this was the number before the sub-contractor reworked his figures and created PCO 29R Rev 3. Tony Martino advised we didn’t update the budget sheet as those numbers reflect the changes as of the last Committee Meeting and this PCO revision came in and needed to be verified by Peter before coming to the Committee or adjusted on the budget sheet. Raymond Grasso asked for backup information justifying the \$16,000. Mike Turner advised he will ask Kronenberger for a PCO 29R Rev #4 with the appropriate backup data to verify the number. Peter Wells advised he has been working with Kronenberger and Total Fab to get the numbers for this PCO reduced. Stuart Temple questioned why PCO 29R Rev 3 was dated May 15, 2009 and the Committee is just seeing it now. Mike Turner advised we do not bring PCO’s to the Committee until after they have been reviewed and the estimate approved by the Architect. Stuart had some concerns and did

not want to discuss them with the Architect present. With that comment Peter Wells got up and left (6:25PM) so Stuart could present his concerns. Stuart questioned does this belong in our lap. Tim Tuell led the charge that this expense does not belong to us. Tim felt this belongs with the architect because he moved forward blindly without Committee input. We need to hold true to that when we consider this. Luke McEntire agreed Tim pushed this. This could have held up the job we understood this and told him to continue. If we go to arbitration we will loose. Chairman Coombs advised Tim Tuell questioned and wanted a Peer Review. The Committee knew we were looking at it. The Engineer, Szewczak gave us a message when he came to a meeting. Peter didn't bring this forward as he was negotiating a price for the work. Should Peter have given us a status report? Stuart advised on this issue Peter is wiggling and worried about errors and omission issues. Based on what we have, we can't make a decision. Chairman Coombs asked Stuart what do you need. Stuart advised we have nothing from Staff or the Chairman giving the Committee a recommendation. Raymond Grasso advised we have two issues here (1) threshold issue and (2) pay or not. The Town Engineer says to take this under advisement. We need to know the proper number to pay. Raymond does not want to pay more than the \$13,412.00 on the budget sheet. Luke McEntire asked whether Kronenberger paid Total Fab. Is Total Fab agreeable to this number? Mike Turner advised Total Fab was agreeable to the \$16,000 number at the October 28<sup>th</sup> meeting. Chairman Coombs advised the statement in Peter's letter "The CCD was issued in order to allow the work to continue, that was I believe wise and prudent policy as to stop the work while a satisfactory resolution was designed would undoubtedly have caused the GC to claim for delays" is false. The Town never told them to stop work. They stopped on their own volition. We told them that at the meeting. And they agreed. Chairman Coombs advised if there was to be stoppage it would be between Kronenberger and the sub-contractors. Kronenberger, the general contractor, does the scheduling of work. Also they only did the strapping on one floor not two. We refused to pay for the second floor. Luke McEntire asked Chairman Coombs what he was looking for from the Committee. Chairman Coombs was looking for a recommendation from the Committee to pay the reduced amount based on the discussions of what they did or didn't do. The Peer Review was asked for by the Committee. The result of the Peer Review was that the plates were not needed. The two Engineers differed. The Szewczak Engineer who did the design felt the plates were still needed, and did not want to risk his license taking the plates out. As laymen how do we argue with two licensed engineers? If we went to arbitration they would lean towards the Engineer that did the design, that's the right thing to do. If we go to arbitration we will incur legal expenses and the arbitrator might put the onus on us to do a second peer review. We as lay people have no background to resolve one engineers design over another. Luke McEntire advised the Committee took no action on this. Mike Turner advised Peter Wells issued a CCD to approve continuing with the work with no increase in cost, the cost would be worked out later. Luke McEntire would like the Committee to hold up from voting on this issue until Tim Tuell could be present since he led the charge recommending not paying for the additional work based on the Peer Review. Raymond Grasso advised if we go along with Luke's recommendation we get documentation from Kronenberger in the form of PCO 29R (Rev 4) showing how the \$16,000 in Peter Wells' letter was developed. Motion by Raymond Grasso seconded by Stuart Temple to receive this as information. **All members voted in favor.** Stuart Temple the asked the statement at the bottom of page one of Peter Wells' October 22, 2009 letter "Note that the Town's engineers had assumed that the wall was of sound masonry units with full bed mortar joints." Were the Town's Engineers and Szewczak looking at the same thing? Mike Turner advised both engineering firms saw the conditions of the masonry units once the walls were opened up. They were there at the same time. Stuart

advised then this comment in the letter is misleading or not true. Mike Turner advised he will pull the Peer Review Report for review. Motion was then made by Stuart Temple seconded by Raymond Grasso to go back to the beginning of the agenda. **All members voted in favor.**

D. Old Business

1. Construction Status – Chairman Coombs advised with the exception of challenged items and punch list items the job is done. When all paperwork comes in work will be complete. The physical work is complete. The building is functioning and employees are working. There is a misconception that the parking lot is part of the bond project. It was taken out of the scope of work for the bond and became a Capital Improvement Project. There is still fencing and signs to be installed in the parking lot. Richard LePore advised that the lighting is bad. Mike Turner advised he has talked to the Manager about this. They are looking to install flood lights on the telephone poles shining down on the parking lot and away from the residents behind the parking lot. We might also install lights on the Town Hall building itself.

E. New Business

1. Authorization for Landscaping – Mike Turner advised within the bond there is a requirement that we do landscaping. What Mike is proposing is to purchase landscaping brick and have town staff install them within the inside courtyard that leads from town hall over to the library. We have a line item of \$2,000 in the budget to do this and the town mason received an estimate of \$1,900 for the brick. Stuart Temple asked what the chargeback from the Town would be to do the work. Mike Turner advised unlike the Board of Education the Town does not chargeback their time to bond projects. Motion was made by Stuart Temple seconded by Raymond Grasso to authorize Mike Turner to get quotes to do this work. **All members voted in favor.**

2. Authorization for Duct Work Social Services – Mike Turner advised under Phase 1 work there was no design for HVAC in the corridors of Social Services. It was planned that the individual offices doors would be left opened. Due to the confidentiality of their work the staff keeps their doors closed and locked. Mike is looking to put two supply and one return duct in the hallway connecting to the existing ductwork in the ceiling. Mike estimates the cost to be about \$6000. He has \$7,000 in the budget. Originally the extra \$1000 was for work in the Library that Nutmeg had not done. Nutmeg has since come back and done their work. Mike advised he would go to Kronenberger for a quote, Members questioned couldn't the work be done by another contractor since it wasn't part of Kronenberger's scope of work. Mike advised they could and he would contact Kronenberger's sub-contractor direct and get a quote eliminating the cost of Kronenberger's overhead and profit. Motion was made by Stuart Temple seconded by Raymond Grasso to authorize Mike Turner to get quotes to do this work. **All members voted in favor.**

3. Authorization for Window Replacement – Mike Turner advised he was still waiting for a quote on replacing the window damaged by vandals. He is estimating the cost at \$5,000 as this is our deductible with our Insurance Company. If the quote is over \$5,000 he will submit the claim to CIRMA (Town's Insurance Carrier). Motion was made by Stuart Temple seconded by Raymond Grasso to authorize Mike Turner to get quotes to do this work. **All members voted in favor.**

4. Roof Warrantee – Mike Turner advised we received the roof warrantee. We did not accept it as it shows the warrantee starting in August 2008. We are looking for a start date of October 4, 2008 as that is when the Council Chambers were turned over to the Town.

5. Kitchen Stove – This item was not on the agenda but Brian O'Connor the Town's ADA Coordinator asked Mike to bring this to the Committee's attention. The stove that Laurel

picked out for the Library Kitchen did not conform to ADA standards. He requested a new stove be purchased. The old stove can be used in the kitchen area on the ground floor of the Library. Mike asked the Committee if they wanted him to pursue quotes for a new stove. Motion was made by Stuart Temple seconded by Raymond Grasso to authorize Mike Turner to get quotes to do this work. **All members voted in favor.** Mike noted the Library kitchen sink is no longer ADA compliant since Laurel had a curtain molding installed to hide the drain pipes making the area inaccessible for a wheel chair to get under the sink.

6. Parking Lot Dumpster – Mike Turner advised this was not on the agenda but he was asked to bring it to the Committee by Tim Tuell. Tim is unhappy with the current location of the dumpster. He would like to see it moved to the southwest corner of the parking lot. The current location interferes with people coming up the sidewalk from Silas Deane from coming onto the parking lot and the dumpster area is visible from the Silas Deane. The Infrastructure Committee and the Planning & Zoning Commission approved this location. If the fence was installed blocking the kids from the Middle School from entering the parking lot from the school Tim's concerns about the dumpster would have been eliminated. Mike is planning to have sidewalk slabs installed from where the current sidewalk ends connecting it behind the dumpster area to the new sidewalk on the other side of the dumpster. Mike was asked what would be required to move the dumpster and what the cost would be. Mike advised we would probably have to go back to Planning and Zoning for approval. A new concrete pad would have to be built in the southwest corner, the old dumpster pad removed and sidewalks installed. New fencing would be required because the old poles couldn't be saved. The cost would be around \$20,000. Also if the dumpster is moved the custodian will have to carry / wheel the garbage further in the snow during the bad weather giving us the potential for increase safety issues. Mike was asked if landscaping was put around the existing dumpster would it hide it from Silas Deane. He said it would. No one wanted to vote on it until they saw the area.

**4. Next Scheduled Meeting:**

**A.** Future Meetings will be scheduled on an as needed basis.

Prior to calling for a motion to adjourn Chairman Coombs presented members, that hadn't made it to the Council Meeting, with their copy of a Town Proclamation thanking them for their service to the Community on the hard work they provided as members of this Building Committee.

5. **Adjournment:** Motion made by Raymond Grasso seconded by Stuart Temple to adjourn. **All members voted in favor.** Meeting adjourned at 7:22 PM

**I hereby certify that the above is a true copy of the minutes approved by the Town Hall Renovation Committee.**

Stuart Temple, Clerk