

**WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING
COMMITTEE
MINUTES – MONDAY February 25, 2008**

Chairman Coombs called the Meeting to order at 6:04 P.M. in Conference Room One.

Present

Committee Member Name	Present	Absent	Excused
Joseph Coombs, Chairman	X		
Tim Tuell, Vice Chairman	X		
Raymond Grasso	X		
Luke McEntire			X
Carmen Pace	X		
Stuart Temple, Clerk Pro Tem	X		
Liaison Present			
Paul Montinieri, Council Liaison			X
Tony Martino, Staff Liaison	X		
Mike Turner, Staff Liaison	X		
Staff & Guests Present			
Bonnie Therrien, Town Manager			X
Laurel Goodgion, Library Director	X		

Today is day 282 of the Project

1. Public Comments:

1. None

2. Approval of Minutes:

- A. Minutes of February 11, 2008 Meeting – Motion by Tim Tuell seconded by Carmen Pace to approve the minutes. **All members voted in favor.**

3. Projects for Discussion:

I. Town Hall / Library Renovations – Phase 2

- A. Expenditures
 1. None
- B. Change Orders
 1. None
- C. Staff Information
 1. Job Meeting Minutes Dated February 13, 2008 – Motion by Stuart Temple seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
 2. Budget Sheet Dated February 21, 2008 – Motion by Stuart Temple seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
 3. New Contractor’s Schedule Dated February 13, 2008 – Chairman Coombs advised the Contractor is still holding to completing the job on schedule. Motion by Stuart Temple seconded by Carmen Pace to accept this as information. **All members voted in favor.**
- D. Old Business
 1. Construction Status –
 - a. Misc. – Chairman Coombs advised two representatives from the stone manufacturing firm were here last Thursday. They came and measured as much as they could. They have to come back to measure the west side of the building. The braces weren’t installed yet on that side of the building. They will be back when Kronenberger advises that side of the building is ready for measurement. The representatives advised they were happy with what they saw. They explained to Chairman Coombs how the stone will be

hooked to the framing. They will start fabrication of the stone the end of March beginning of April. Hopefully their inability to get all their measurements now will not delay their fabrication schedule. All the stone will be shipped at one time. Chairman Coombs advised he heard last week that the windows were due to be delivered tomorrow. Due to the recent storm the windows will not arrive until this Thursday. They will start replacing the fixed windows first. The Contractor will get us a schedule and we will try and work around departments schedules, but some people will be inconvenienced during the installation. Kronenberger will provide protection on areas they are working in. The electricians are due back here this week.

E. New Business

1. Library Shelving – Tony Martino advised that the State Bid for Office Furniture was finalized on January 22, 2008. It included regular shelving but not Library Shelving. The current Library Furniture bid, which doesn't include shelving, is scheduled to expire in May, 2008. Laurel Goodgion advised she heard the Library Shelving bid is due to be finalized this summer. Recent Shelving received for the Children's Area was purchased from Tucker Library Interiors LLC thru M. J. Industries Shelving. Laurel advised there was shelving from the Mezzanine that will be used on the Main Floor (It's currently in storage). Additional shelving of the same type will need to be purchased as well as shelving for the Mezzanine Floor. Chairman Coombs asked Laurel Goodgion to get Tony Martino the list for shelving needs so he could prepare bid specs to go out to bid. Tony will have to get input from Peter Wells and the shelving consultant Laurel hired prior to releasing the bid specs to be sure they conform to needs and code (i.e. distance from sprinkler system)

4. **Next Scheduled Meeting:**

- A. The next regular scheduled meeting will be Monday March 10, 2008 at 6:00 PM in Conference Room One.

4. **Adjournment:** Motion by Raymond Grasso seconded by Carmen Pace to adjourn. **All members voted in favor.** Meeting adjourned at 6:12 PM.

NOTE: This is the shortest meeting on record for this Committee (8 minutes).

Once the meeting was over Chairman Coombs took members interested on a tour of Town Hall to show the progress the contractor has made.

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

Stuart Temple, Clerk – Pro Tem