

# WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE

## MINUTES – MONDAY September 22, 2008

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	X		
Richard LePore			X
Luke McEntire	X		
Carmen Pace	X		
Stuart Temple, Clerk Pro Tem			X
<b>Liaison Present</b>			
Paul Montinieri, Council Liaison	X		
Tony Martino, Staff Liaison	X		
Mike Turner, Staff Liaison	X		
<b>Staff &amp; Guests Present</b>			
Bonnie Therrien, Town Manager			X
Laurel Goodgion, Library Director	X		
Polly Moon, Chair Library Board	X		

Today is day 494 of the Project

### 1. Public Comments:

1. None

### 2. Approval of Minutes:

- A. Minutes of September 8, 2008 Meeting – Motion by Carmen Pace seconded by Raymond Grasso to approve the minutes. **All members voted in favor.**

### 3. Items for Discussion:

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

##### A. Expenditures

**NOTE:** There was no quorum for financial matters so the expenses were tabled until next meeting.

1. AT&T – Invoice 363-015067 - \$50,214.93 – Motion made by Raymond Grasso seconded by Carmen Pace to table payment. **All members voted in favor.**
2. Amano – Invoice 121532 - \$333.50 – Motion made by Raymond Grasso seconded by Carmen Pace to table payment. **All members voted in favor.**
3. Paine’s – Invoice 2444883 - \$122.42 – Motion made by Raymond Grasso seconded by Carmen Pace to table payment. **All members voted in favor.**

##### B. Change Orders

1. None – There were no change orders but Mike Turner wanted to make members aware of three pending change orders:
  - a. PCO 41 – Two new fan coil units for the stairwell corridors – Quote \$12,712.00. This quote did not take into consideration a credit for returning the original fan coils ordered for credit. One of the fan coil units will have to be hooked up to piping Nutmeg was suppose t replace. We need a breakdown of the cost of replacing the piping so we can go after Nutmeg for this expense.
  - b. PCO 42 – Paint floor at Vault Doors - \$1,406.00. There were three vault doors that couldn’t be raised to get carpeting or tile under them. So they will be painted. We returned the quotes for recalculation as we don’t agree with the amount they want to charge us for supervision.
  - c. PCO 43 – Removal of Asbestos in Town Manager’s Complex - \$7,800.00. We issued a CCD to get this work accomplished. We sent the quote back for recalculation. They advised they had to remove all fan coil units for abatement while three of them are on bare concrete when the floor was expanded out. They also forgot to include the price of new carpeting and wall molding.

The above is for information only as we don't have final numbers.

C. Staff Information

1. Job Meeting Minutes – August 26, 2008 – Motion by Raymond Grasso seconded by Carmen Pace to receive this as information. **All members voted in favor.**
2. Job Meeting Minutes – Sept 10, 2008 – Motion by Raymond Grasso seconded by Carmen Pace to receive this as information. **All members voted in favor.**

D. Old Business

1. Construction Status & TCO Inspection – Chairman Coombs advised the contract is still moving along on construction. Two weeks ago Mike Turner and Joe Coombs created a punch list of thing to be done. Last week they reviewed the list with Peter Wells and expanded it. The list only includes architectural and mechanical items. The Building Inspectors have completed a TCO inspection list. Neither list contains items left to be completed outside the building or in the Library. Luke McEntire expounded on the fact Peter Wells and Chairman Coombs addressed the outstanding issues strongly at the last meeting. It's too bad Ray Tribuzio (Project Manager) wasn't there for the meeting. The Mechanical Contractor still needs to balance the system. The blinds are currently being installed.
2. Move of Town Hall Staff to Main Building – Carmen Pace questioned if the move will occur on October 1<sup>st</sup> or sooner. Mike Turner advised he doubts if it would be before October 1<sup>st</sup>. The Town Staff are gearing up for an October 1<sup>st</sup> move.

E. New Business

1. Zavarella Woodworking – Construction Town Hall Council Dias - \$25,787.00 – This item was tabled at the last meeting. Mike Turner advised he, Chairman Coombs and Peter Wells met with Bruno Zavarella to do over the design of the dais and after discussion revised the cost of the dais to \$23,000.00. We are still awaiting the cost from Kronenberger for their part of the Town Council Chamber work to see where we are within the capital budget before bring this item to you for consideration. Motion by Carmen Pace seconded by Raymond Grasso to keep this item tabled. **All members voted in favor.**

4. **Next Scheduled Meeting:**

- A. The next regular scheduled meeting will be Monday October 13, 2008 at 6:00 PM in Conference Room One.

Prior to adjourning the meeting Chairman Coombs asked Deputy Mayor Montinieri; Library Board Director Moon and Librarian Laurel Goodgion if they had any questions. Polly Moon questioned if the funding for the Security and Self Check Out Units were still in the budget. Chairman Coombs advised that funds were still there but reduced by \$15,000 to cover change order requirements. If the security or self check outs are be eliminated the Committee would have to go to Town Council for their approval. Polly advised she would like to be kept in the loop so she could inform the Library Board. Once the meeting was over Chairman Coombs offered to take members on a tour of the Town Hall.

5. **Adjournment:** Motion made by Luke McEntire, seconded by Raymond Grasso to adjourn. **All members voted in favor.** Meeting adjourned at 6:30 PM.

**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