

## WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY July 9, 2007

Chairman Coombs called the Meeting to order at 6:00 P.M. in Conference Room One.

### Present

		Present	Absent	Excused
<b>Committee Member Name</b>	Joseph Coombs, Chairman	X		
	Tim Tuell, Vice Chairman	X		
	Paul Camarco, Clerk			X
	Raymond Grasso	X		
	Luke McEntire	X		
	Carmen Pace	X		
	Stuart Temple	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		
	Peter Wells, Architect	X		
	Laurel Goodgion, Library Director	X		
	Polly Moon, Vice Chair Library Board	X		

Today is day 50 of the Project

Executive Session - Motion by Luke McEntire seconded by Tim Tuell to go into executive session. **All members voted in favor.** Present during executive session were Chairman Coombs; Tim Tuell; Raymond Grasso; Luke McEntire; Carmen Pace; Stuart Temple; Paul Montinieri; Bonnie Therrien, Mike Turner; Tony Martino and Peter Wells. Motion made by Luke McEntire seconded by Stuart Temple to end executive session. **All members voted in favor.** Executive session ended at 6:25 PM.

#### 1. Public Comments:

A. None

#### 2. Approval of Minutes:

A. [Minutes of June 25, 2007 Meeting](#) - Tim Tuell advised the first line of the minutes needs to be amended to say Vice Chairman Tuell instead of Chairman Coombs. Motion by Tim Tuell seconded by Raymond Grasso to approve the minutes as amended. **All but two members voted in favor (Luke McEntire and Joseph Coombs abstained).**

#### 3. Projects for Discussion:

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

##### A. Expenditures

1. A. J. Madison - Invoice 585241- \$4,110.00 - Tony Martino advised the vendor will send a replacement door for he dishwasher. We have to pay the full price for the damaged refrigerator. They will give us a 5% discount on our next order (appliances needed for the

kitchen on ground level. Raymond Grasso advised we should table this payment until we get in writing from the vendor the 5% discount. Motion made by Stuart Temple seconded by Raymond Grasso to table this item. **All members voted in favor.** NOTE: Laurel Goodgion and Polly Moon arrived at 6:35 PM

2. Friar Associates - Invoice 0000002 -\$2,337.50 - Motion made by Raymond Grasso seconded by Stuart Temple to approve this payment. **All members voted in favor.**
3. Friar Associates - Invoice 0000003 -\$850.00 - Motion made by Raymond Grasso seconded by Stuart Temple to approve this payment. **All members voted in favor.**
4. Kronenberger & Sons - App No 1 -\$173,185.00 - Peter Wells advised he had formalized copies of the requisition that was identical copy in the packet. He also had the certified payrolls and lien waivers required to backup the application for payment. Peter then signed the original request for payment. Motion made by Luke McEntire seconded by Carmen Pace to approve this payment. **All members voted in favor.**
5. National Library Relocations Inc. - Invoice 13913 -\$1,435.00 - Motion made by Raymond Grasso seconded by Stuart Temple to approve this payment. **All members voted in favor.**
6. National Library Relocations Inc. - Invoice 13885 -\$1,435.00 - Motion made by Raymond Grasso seconded by Stuart Temple to approve this payment. **All members voted in favor.**
7. Tuthill & Wells LLC - Invoice 3780 -\$8,477.77. Motion made by Stuart Temple seconded by Raymond Grasso to approve this payment. **All members voted in favor.**

#### **B. Change Orders**

1. Mike Turner advised of two change orders currently being quoted:
  - a. Lighting Change - In the high bay area of the Library Mike Turner asked Kronenberger to price an alternate light bulb that has a ten year life cycle. Bulbs are hard to change in this area with the Library's hours of operation. The quote will include a credit on the originally requested lighting. The new lights will provide more illumination in the Library.
  - b. Cover Ductwork - When the ceilings were taken down we found that the duct work was wrapped with a twine method that does not provide a vapor barrier. The change order request was to get a quote to wrap the ducts with a vapor barrier over the existing wrap in place.

Peter Wells advised there was originally a request from Kronenberger to provide a substitute for the roofing material specified in the bid. Peter asked for specifics on the substitute which Kronenberger had problem getting so they went back and ordered what we originally specified.

#### **C. Staff Information**

1. Peter Wells June 26 2007 to Chairman Coombs - Re: Alterations and Renovations to the Wethersfield Town Hall and Library - Phase One - Motion by Raymond Grasso seconded by Stuart Temple to accept this as information. **All members voted in favor.**

#### **D. Old Business**

1. Construction Status - Chairman Coombs advised most plaster and wood has been removed. The original stairs to the mezzanine floor are gone and the new stairs are being fabricated. They are working on misc. iron for the skylights. The sub-contractor hopes to start roofing next week. They will begin with the demolition process. The sally port has been cleaned out to allow for framing in the area for the elections equipment. Peter Wells advised the shop drawings for the skylights have been approved and the skylights have been ordered. Ed Flynn is working on the sprinkler system. Mike Turner advised we have started the process to move Data Processing out of their offices to start work there. The Data Processing area has to be completed before we move town hall staff into the Library. Paul Dudley is being moved temporarily into the Public Works Conference Room and Tom Hemphill is being temporarily moved to the Police Station. Mike Turner advised they asked this morning at the job meeting for the time schedule. Kronenberger is still working on it. They advised they have fallen a week behind schedule. Bonnie Therrien advised she needs the schedule so she can meet with

the State Library Director to show him what we are doing.

**E. New Business**

1. Tim Tuell advised we are now 50 days into the 90 days at which time we should be ready to move town hall staff into the Library. Where are the plans showing the layout as to where people are going? Tim advised he want to see the plans at the next meeting. Chairman Coombs advised we need the contractors schedule before we can finalize the plans as time enters into it for the Town Clerk and Registrars of Voters. We cannot move them during a critical part of the election process. Raymond Grasso asked if we can see preliminary plans. Committee members advised they wanted to be involved in the decision making process for space use during the move. Mike advised the plans are not finalized yet but he will bring preliminary plans to show the Committee where things stand.
2. Stuart Temple raised a concern his wife had today coming to the Library. With the construction fence up people are parking in the turnaround lane causing people to have to pack put of the parking lot. Is there anything that could be done? Mike Turner will look into what can be done to keep people from packing in the turnaround area.

**4. Next Scheduled Meeting:**

- A. The next regular scheduled meeting will be Monday July 23, 2007 at 6:00PM in Conference Room One.

Prior to requesting a motion to adjourn Chairman Coombs asked Paul Montinieri; Polly Moon and Laurel Goodgion if they had any questions or comment. They had none. Laurel was looking for dates to tell her customers when things would be happening.

5. **Adjournment:** Motion by Raymond Grasso seconded by Stuart Temple to adjourn. **All members voted in favor.** Meeting adjourned at 6:58 PM.

Paul T. Camarco, Clerk