

**WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING  
COMMITTEE  
MINUTES – TUESDAY October 9, 2007**

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

Present

Committee Member Name	Present	Absent	Excused
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
Laurel Goodgion, Library Director	X		
Paul Courchaine, Library Board	X		

Today is day 143 of the Project

**1. Public Comments:**

1. None

**2. Approval of Minutes:**

- A. Minutes of September 24, 2007 Meeting – Motion by Paul Camarco seconded by Carmen Pace to approve the minutes. **All members voted in favor.**
- B. Minutes of October 3, 2007 Special Meeting – Motion by Paul Camarco seconded by Carmen Pace to approved the minutes. **All but one member voted in favor (Raymond Grasso abstained).**

**3. Projects for Discussion:**

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

- A. Expenditures
  1. Kronenberger & Sons – App. No. 3 - \$212,586.25 – Motion made by Raymond Grasso seconded by Paul Camarco to approve this payment. **All members voted in favor.**
  2. National Library Relocations – Invoice 14009 - \$1,435.00 – Motion made by Raymond Grasso seconded by Paul Camarco to approve this payment. **All members voted in favor.**
  3. Special Testing Labs – Invoice 21314 - \$477.33 – Motion made by Paul Camarco seconded by Raymond Grasso to approve this payment. **All members voted in favor.**
- B. Change Orders
  1. Change Order 5 – Skylight Structural Steel – \$6,362.82 – Mike Turner advised he and Chairman Coombs were reviewing the Change Order Log and thought this change order was approved in the past. Peter Wells advised it was held up due to missing paperwork. He has all the information needed now. He has a verbal from the Structural Engineering and is awaiting the written backup. That is not a reason to hold up this request. The skylights have already been installed and were discussed with all the other change orders at the September 10, 2007

Meeting. Motion by Paul Camarco seconded by Carmen Pace to approve PCO 5 in the amount of \$6,362.82. **All but one member voted in favor (Raymond Grasso abstained).**

2. Change Order 9 – X Bracing - \$5,036.21 – Peter Wells advised this change order ties in with change order 5. Peter advised the X bracing needed to be replaced. When Peter developed the skylight specs he planned on using the material purchased but didn't know it couldn't come in 9 foot square pieces. The largest skylights he could get were 7 ft 6 inches. If he went to a 9 foot square skylight it would have required piecing and sections which could lead to leaking. He wanted the material used because it met OSHA Fall Protection Standards. If other materials were used we would have to put a cage around the skylights, adding to the cost. Peter advised these skylights will provide energy savings, not just in additional solar lighting but the fact that the material is one piece will keep heat and cool air in. Due the angle of the skylights snow will not build up on them melting eliminating blocking light from entering the building. Tim Tuell questioned Peter as to why he didn't check out the material when he did the original specs eliminating the need for the change order which is costing us more money. Peter advised it was an oversight on his part. Tim Tuell implied this is an expense we might look at a chargeback for. Peter advised as fees goes he was looking for additional fees. When he was first hired he did specs for the Library Grant at a cost of \$12,000.00. When he signed on to do Phase One he deducted the \$12,000.00 fee for work already done. As a result of many revisions done to the original plans he has more then expended the \$12,000.00 credit. He advised in his earlier request there were other items he was looking for payment for. Without his list he cannot say what they all are. Motion by Paul Camarco seconded by Carmen Pace to approve PCO 9 in the amount of \$5,036.21. **All but one member voted in favor (Raymond Grasso abstained).**

C. Staff Information

1. Job Meeting Minutes dated September 19 & 26 & October 3, 2007. Motion by Paul Camarco seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
2. Town Hall Time Schedule Dated September 26, 2007 – Paul Camarco asked how accurate this schedule was. Peter Wells advised as of today the schedule completion date is ok. Kronenberger is rescheduling when items will be done but the overall end date remains the same. They are still looking to get a CO for the Library by October 22<sup>nd</sup>, maybe sooner. Motion by Paul Camarco seconded by Carmen Pace to accept this as information. **All members voted in favor.**
3. Town Hall Change Order Log Dated October 4, 2007 – After the above vote the Duct Cleaning Change Order is the last one outstanding. Luke McEntire asked if there will be any more change orders coming thru for the Library? Mike Turner advised there will be another change order for Plywood and blocking insulation for the outside ledge over the Mezzanine on the Library 1978 addition. It is approximately \$5900.00. Mike advised he just received the change order this afternoon. Motion by Paul Camarco seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
4. Budget Sheet Dated October 4, 2007 – Tim Tuell suggested this report be rejected and we wait for the new format. Mike Turner advised he was waiting for an ok form Tim Tuell and or Bonnie on the final format before releasing it. Mike

advised the new format will be in the next packet. Tim Tuell then asked Laurel Goodgion if she forwarded the Library's priority list and pricing for furniture and equipment. Laurel advised she is still working on it. She was advised to get it to Mike so it can be included in the revised format report. Motion made by Paul Camarco seconded by Raymond Grasso to reject this pending receipt of the newly formatted report. **All members voted in favor.**

5. Dick Fippinger September 18, 2007 Memo on EOC – Paul Camarco asked if this was for information or payment. Mike Turner advised it was for information. The equipment has been purchased and Dick is giving us an update on what was purchased and what needs storage. This work will be handled as a capital project and probably run thru this Committee. Kronenberger may or may not be the contractor doing the work as it is currently not in their scope of work. Their current scope is sprinkler, lighting and ceilings. Motion by Paul Camarco seconded by Carmen Pace to accept this as information. **All members voted in favor.**

D. Old Business

1. Construction Status –

- a. Sally Port – Peter Wells advised the room is being painted. It is ready to accept equipment for storage. They are still working on the AC Unit.
- b. Roof – Peter Wells advised that the Library roof is ready for the final coat of tar and graveling. Kronenberger is recommending holding up doing this until they are ready to do the same to the Town Hall roof (approximately the end of November). Peter needs to check to see if the Building Official will give the Library a CO without the final tar and gravel being applied. Regarding the pending change order Mike mentioned above the perimeter of the Library 1978 addition has a cap over it. The original contractor put sheet metal on blocking. It's a judgment call as to do the change order or not. People should be walking on the cap as it is too close to the edge of the building. Mike Turner advised the new change order will be on the next agenda for consideration. This will be discussed with the roof consultant prior to the Committee's consideration.
- c. Misc. – Peter Wells advised they will be tiling the Library upstairs bathroom as soon as the painting is finished. The Skylights are installed. Peter had a meeting with the Job Superintendent last week to coordinate Library lights. The ceiling grids are up. They will be installing a temporary railing on the new mezzanine stairs. The metal and glass rails ordered have a long lead time and we don't want to take a chance of having them scratched when furniture is being moved in and out. The new railing will be installed prior to the Library move back upstairs. Mike Turner advised that AT&T completed the phone equipment room this weekend without a hitch. The data equipment will be moved this coming weekend. Luke McEntire questioned the move. We had approved an amount and vendor. Where do we stand with the move? Mike Turner advised a letter was sent to the vendors advising if they won the bid or not. Bonnie is looking at a move the weekend of October 26<sup>th</sup> thru 28<sup>th</sup>. She is looking to close Town Hall for one day. She has to run this by Town Council. Mike Turner advised we can't have people in the building while the movers are moving furniture.

E. New Business

1. CCD 4 – Revised Electrical Requirements – Mike Turner advised this is the CCD for the additional electrical work we talked about at the October 3<sup>rd</sup> Special Meeting. There is an overlap on what was in the bid and what is on the CCD so the price should be reduced. Motion by Carmen Pace seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
2. Northeast Communications Quote B070206 - \$1,967.71 – This quote is for racks required in the move this past weekend. The units have been installed. The quote was e-mailed to Mike Turner two weeks ago but it went into his spam and he was just able to retrieve it. The work has been accomplished. Motion by Luke McEntire seconded by Carmen Pace to approve the quote. **All members voted in favor.**
4. **Executive Session:**  
Mike Turner advised there was no need to go into executive session. Mediation is still scheduled for October 22<sup>nd</sup>.
5. **Next Scheduled Meeting:**
  - A. The next regular scheduled meeting will be Monday October 22, 2007 at 6:00 PM in Conference Room One.
6. **Adjournment:** Motion by Raymond Grasso seconded by Carmen Pace to adjourn. **All members voted in favor.** Meeting adjourned at 6:44 PM.

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

Paul T. Camarco, Clerk

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