

## WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY January 23, 2006

Chairman Coombs called the Meeting to order at 6:00 P.M. in the Public Works Conference Room. Members present were Paul Camarco, Joseph Coombs, Raymond Grasso, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino, Mike Turner, Town Manager Bonnie Therrien, Town Councilor Andy Adil and Library Director Laurel Goodgion were also present. Committee Member David Edwards was absent.

Today is day 476 of the project.

### 1. Public Comments:

A. None.

### 2. Approval of Minutes:

A. [Minutes of January 9, 2006 Meeting](#) - Tim Tuell requested the minutes be amended as follows: Item 3 last sentence be changes to "Tim Tuell wanted the record noted his concern for why there was a need for executive session" and on Page 2 Item 4IID1 line 19 change "table" to "deny". Motion by Paul Camarco seconded by Raymond Grasso to amend the minutes as stated above. **All members voted in favor.** Motion by Paul Camarco seconded by Carmen Pace to approve the amended minutes. **All members voted in favor.**

### 3. Executive Session

Discussion of Pending Litigation - Motion by Paul Camarco seconded by Raymond Grasso to go into executive session at 6:05 PM. **All members voted in favor.** Present for executive session were Committee Members Paul Camarco, Joseph Coombs, Raymond Grasso, Carmen Pace, Stuart Temple and Tim Tuell. Also present were Staff Liaison Tony Martino, Mike Turner, Town Manager Bonnie Therrien and Town Councilor Andy Adil. Motion made by Paul Camarco seconded by Raymond Grasso to end executive session. **All members voted in favor.** Executive session ended at 6:37 PM.

**NOTE:** Only item mentioned in executive session that needed to be brought out in public session is listed in Item 4II below.

### 4. Projects for Discussion:

#### I. Town Wide Radio System

##### A. Staff Information

1. Mike Turner advised that Trott Associates will be here the week of January 30, 2006.

#### II. Town Hall & Library Renovations - Phase 1:

Based on what was discussed in executive session Raymond Grasso made a motion seconded by Stuart Temple that any member that who has a question for the Town Attorney to e-mail their questions to Tony Martino who will consolidate them for transmittal to Jack Bradley. It was also requested that the next executive session not be scheduled until Jack Bradley has the answers to member's questions and the total man day issue is finalized. The Town Attorney, Architect and Project Manager must be present (not necessarily all in the room at the same time) to answer questions. **All members voted in favor.**

##### A. Expenditures

1. Nutmeg Companies - Req. # 15 - \$98,915.47 - Motion made by Tim Tuell seconded by Carmen Pace to take this item off the table. **Vote was tied three to three so the vote failed.** Discussion followed where Chairman Coombs advised that the application should be paid as the work was accomplished. Raymond Grasso felt we should hold up the payment until we know where we stand on the last date of the contract and if we are beyond the contract completion date (initial completion date plus additional days created by the Change Orders approved). Once we know the date then make the payment and advise Nutmeg of the fact contract expires on X date and renegotiate completion of the balance of work to be done. Tim

Tuell advised he couldn't see how we could hold up payment for work completed to date. Discussions held on contract law. After much discussion, motion made by Stuart Temple seconded by Tim Tuell to take this payment application off the table. **Motion passed five to one (Raymond Grasso voted no).** Motion made by Stuart Temple seconded by Carmen Pace to approve payment. **Four members voted in favor, one (Paul Camarco) abstained and one (Raymond Grasso) voted no, motion passed.**

#### B. Change Orders

1. PCO 50R2 - Sign Allowance Overage - \$1,058.19 - Mike Turner advised that the contract has a \$12,000.00 allowance in his contract. The cost for all signs keeping them consistent on both the Town Hall side and Library side totaled \$13,058.19. Motion made by Paul Camarco seconded by Stuart Temple to approve change order. **All members voted in favor.**
2. PCO 107 - Sally Port Ramp Replacement - \$3,608.01 - Mike Turner advised in the area going from Social and Youth Services into the Sally Port is a step and ramp. This PCO is to eliminate the step and straighten out the ramp making it conform to the proper grade. Motion made by Paul Camarco seconded by Stuart Temple to approve change order. **All members voted in favor.**
3. PCO 110 - Gutter / Soffitt Revision Entrance Canopy - \$4,592.20 - Chairman Coombs advised the reason for this PCO was explained earlier. Motion made by Stuart Temple seconded by Paul Camarco to approve change order. **All members voted in favor.**
4. PCO 111 - Additional Keys - \$603.75 - Mike Turner went over the requirements for the additional keys. Motion made by Paul Camarco seconded by Stuart Temple to approve change order. **All members voted in favor.**

#### C. Staff Information

1. Budget Report January 11, 2006 - Motion by Paul Camarco seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
2. Change Order Log January 18, 2006 - Motion made by Paul Camarco seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
3. John Watts Furniture Quote - \$35,632.50 - Mike Turner went over the requests and showed the Committee the brochures highlighting the furniture being recommended. Motion by Paul Camarco seconded by Stuart Temple to recommend this quote be forwarded to Town Council for approval. **All members voted in favor.**
4. DECD January 11, 2006 Letter approving Budget Extension - Motion by Paul Camarco seconded by Stuart Temple to accept this as information. **All members voted in favor.** Motion by Tim Tuell seconded by Stuart Temple that we implement a process to show what still needs to be done for ADA and when it is accomplished or scheduled for completion to be sure the contractor stays within the June 2006 deadline. **All members voted in favor.**

#### D. Old Business:

1. Construction Status - Mike Turner advised over the past week the contractor has been working on ground floor punch list items prepared by Mike, Peter Wells and Ed Flynn. Last Week the contractor has had elevator technicians, painters and their staff working on punch list items. Last Friday the Architect was here to review the outstanding punch list items. Mike advised that he received a fax from Peter Wells at the end of the workday today that he has not had a chance to review yet. Based on Peter's cover sheet there was enough done to consider the ground floor "Substantially Complete". He also listed items he would need (warrantee paperwork, etc.) that he would require before he would recommend the Building Inspector issue a Certificate of Occupancy. Enough has been completed for Peter to recommend the Building Inspector issue a temporary Certificate of Occupancy. The Building Inspector still needs to finish his inspection before any temporary or permanent Certificate of Occupancy is issued. The inspectors are doing a walkthrough tomorrow so we'll know the status of their requirements tomorrow afternoon.

#### E. New Business:

1. Knox Box Model 1658 - \$165.00 - In the process of distributing keys we would need numerous master keys to give emergency personnel if the Knox Box isn't purchased. The Knox box will contain the master key for the building as well as the fire alarm box key. The Police, Fire

Officers and each Fire Truck will have a Knox Box key to the building. The Fire Marshal picked out the box which is similar to the one used by other business in Town. Motion by Paul Camarco seconded by Raymond Grasso to authorize purchase of the Knox Box. **All members voted in favor.**

**III. Town Hall / Library Renovations - Phase 2**

**A. Expenditures**

1. None

**B. Change Orders**

1. CO #1 - SBC Cabling - \$2,104.75 - Motion by Stuart Temple seconded by Raymond Grasso to approve this change order. **All members voted in favor.**
2. CO #2 - SBC Cabling - \$1,106.25 - Motion by Stuart Temple seconded by Raymond Grasso to approve this change order. **All members voted in favor.**

**C. Staff Information**

1. Mike Turner advised that SBC has been down on the ground floor working on wiring issues.

**D. Old Business**

1. None.

**E. New Business**

1. SBC Cabling New Fiber Optic Link - \$3,328.00 - Mike Turner advised prior to moving the staff into ground floor we should install the fiber optic cable from the phone room up to data processing to eliminate the need to redo everything after the effect. This meets the recommendations of the technology committee. Motion by Paul Camarco seconded by Raymond Grasso to approve this request. **All members voted in favor.**

**NOTE:** Prior to adjourning the meeting Chairman Coombs asked if anyone had any questions regarding anything on the Agenda. No one had questions.

**5. Next Scheduled Meeting:**

- A. A. The next regular scheduled meeting Monday February 13, 2006 at 6:00PM in the Public Works Conference Room. Next Special meeting will be Tuesday January 30, 2006 or Monday February 6, 2006, if needed.

**6. Adjournment:** Motion by Raymond Grasso seconded by Paul Camarco to adjourn. Meeting adjourned at 7:15 PM. **All members voted in favor.**

Paul Camarco, Clerk