

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE AMENDED MINUTES - MONDAY February 6, 2006

Chairman Coombs called the Special 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 and Library Director Laurel Goodgion were also present. Committee Member David Edwards was absent. **NOTE:** Bonnie Therrien arrived at 5:40 but had to leave before 6:00 PM.

Today is day 490 of the project.

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of January 23, 2006 Meeting](#) - Motion by Paul Camarco seconded by Stuart Temple to approve the 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 6:01 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 Attorney Jack Bradley, Architect Peter Wells and Ed Flynn from Luchini Milford. Motion made by Raymond Grasso seconded by Paul Camarco to end executive session. **All members voted in favor.** Executive session ended at 7:26 PM.

NOTE: No items were mentioned in executive session that needed to be brought out in public session. Jack Bradley, Ed Flynn and Peter Wells left at 7:28 P.M.

4. Projects for Discussion:

I. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. Community Resources Mgt LLC - Invoice # 15 - \$600.00 - Motion by Raymond Grasso seconded by Paul Camarco to approve payment. **All members voted in favor.**
2. Industrial Safety - Invoice 705155 - \$85.42 - Fire Extinguisher - Motion by Raymond Grasso seconded by Paul Camarco to approve payment. **All members voted in favor.**
3. SBC - Invoice 363-011020 - \$22,998.00 - Mike Turner advised that SBC has completed the cabling job for this portion of the project. Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor.**
4. Paine's Refuse - Invoice 2330587 - \$550.94 - Dumpster Charge - Motion made by Raymond Grasso seconded by Paul Camarco to approve this payment. **All members voted in favor**

B. Change Orders

1. PCO 112 - Thermostats Repl. - \$831.09 - Chairman Coombs advised there are two thermostats that needed to be replaced. They are by the outside foundation concrete wall and we need to have heat in that area. Motion made Paul Camarco seconded by Stuart Temple to approve change order. **All members voted in favor.**

NOTE: Laurel Goodgion arrived at 7:31 PM

2. PCO 104R - Patch parking lot seam - \$933.91 - Question raised as to why Nutmeg wasn't guaranteeing the work. Mike Turner advised this was a patch job and during Phase 2 the ramp over the sally port will be replaced and permanently fixed. This PCO is a quick fix to keep water from leaking into the sally port area. Motion made by Stuart Temple seconded by Paul Camarco to approve change order. **All members voted in favor.**

C. Staff Information

1. Budget Report February 3, 2006 - Motion by Paul Camarco seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
2. Change Order Log February 3, 2006 - Motion made by Paul Camarco seconded by Stuart Temple to accept this as information. **All members voted in favor.**
3. Nutmeg Change Order Log January 31, 2006 - Motion by Paul Camarco seconded by Stuart Temple to accept this as information. **All members voted in favor.**
4. Nutmeg Schedule for Library January 24, 2006 - Motion by Paul Camarco seconded by Raymond Grasso to table this item until we receive further information from the Architect. **All members voted in favor.** Laurel Goodgion advised that the Library Schedule is very optimistic.

D. Old Business:

1. Construction Status - Chairman Coombs advised the plan is to move everyone into the ground floor of Town Hall this weekend. Peter Wells is ready to issue a certification of significant completion. Chairman Coombs advised that the Building Official has a list of items he wants completed before issuing a temporary certificate of occupancy. Included is a resolution to the ends of the looped railing on both stairwells as well as handrails coming out the walkway to Silas Deane Highway. We have been advised the handrails to the Silas Deane Highway should be installed this week. The elevator is ready to use and will be turned over to us at the same time the ground floor is turned over. Motion by Raymond Grasso seconded by Paul Camarco to accept the Architects offer to monitor the contractor's progress and see that they adhere to their schedule. Based on the Architects comments we should revisit the schedule in mid-May to see if the contractor is adhering to their new schedule. Discussion to include all areas of the schedule and to consider all options if they are falling behind. **All members voted in favor.** Today Peter Wells and Chairman Coombs were at the Community Center, a punch list of things to be done to finish off the electronic doors was prepared. The list consists of minor items like finish painting etc. We were also advised that one of the door motors burned out and the vendor is in the process of getting it replaced. We need keys for the doors. All doors can function. Mike Turner advised fiber optic cabling is done at Town Hall. Framing is occurring on the canopy to hide the drain work. Metal for the rest of the canopy work is to be delivered this week. Motion by Carmon Pace seconded by Raymond Grasso to accept the Architects offer to monthly give us a status report on the progress of the work. **All members voted in favor.** Tim Tuell reminded us he wanted to see ADA Status added to the Agenda each meeting.

E. New Business:

1. None

II. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. Space fitters - Invoice 2097 -- \$1,425.00 - Motion by Stuart Temple seconded by Paul Camarco to approve payment. **All members voted in favor.**

B. Change Orders

1. None

C. Staff Information

1. None

D. Old Business

1. None

E. New Business

1. Peter Wells advised we need to go over the plans to start Phase 2. There are four areas to the project (1) Boilers, (2) Roof, (3) Facade and (4) Interior Work. Both Peter Wells and Ed Flynn advised it would make sense to go out to bid now for the boiler work. The requirements are basically done and could be ready to go out to bid for work to commence in May. This way the work can be completed before the start of the next heating system. This will be added to the Agenda for discussion at the next meeting. Motion by Raymond Grasso seconded by Stuart Temple to separate the four items and put the boilers out to bid as soon as possible. **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. The next regular scheduled meeting Monday February 13, 2006 at 6:00PM in the Public Works Conference Room.

6. **Adjournment:** Motion by Paul Camarco seconded by Raymond Grasso to adjourn. Meeting adjourned at 7:53 PM. **All members voted in favor.**

Paul Camarco, Clerk