

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY March 27, 2006

Chairman Coombs called the Meeting to order at 5:30 P.M. in the Shared Conference Room Ground Floor). 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.

Today is day 539 of the project.

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of March 13, 2006 Meeting](#) - Motion by Paul Camarco seconded by Raymond Grasso to approve the minutes. **All members voted in favor.**

3. Projects for Discussion:

I. Town Wide Radio System

A. Staff Information

1. Mike Turner advised the Radio Committee is meeting tomorrow. Rae Ann Palmer is working on the budget for rebanding. Rebanding should start this summer.

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures (**NOTE:** Expenditures and CO's weren't voted on until there was a quorum)

1. SBC - Invoice 363-011338 - \$3,328.00 - Motion made by Paul Camarco seconded by Raymond Grasso to approve this payment. **All members voted in favor.**

B. Change Orders

1. PCO 122 - Pipe Enclosure Adjacent to Door L001 - \$823.90 - Chairman Coombs advised this is additional work that was uncovered, pipes need insulation. There will be a further change to insulate pipes that are in a heated area. The pipes still need to be insulated in case the heat goes out so the pipes don't sweat. Motion made by Raymond Grasso seconded by Paul Camarco to approve the change order and request the Architect advise whether this work will or will not increase the time table for the project. **All members voted in favor.**

2. PCO 124 - ACM demo per unit prices - \$1,200.00 - Chairman Coombs advised this is to remove asbestos from pipe joints. Motion made by Raymond Grasso seconded by Paul Camarco to approve the change order and request the Architect advise whether this work will or will not increase the time table for the project. **All members voted in favor.**

3. PCO 125 - Library Cable Tray (Phase 2 Work) - \$11,836.99 - Chairman Coombs advised this is similar to tray installed on the Town Hall Side. Mike Turner added this will not take care of the layout for the entire floor. It will cover getting the wires from Town Hall to the Library Side of the building. Motion made by Raymond Grasso seconded by Paul Camarco to approve the change order and request the Architect advise whether this work will or will not increase the time table for the project. **All members voted in favor.**

C. Staff Information

1. Budget Report March 27, 2006 - Chairman Coombs advised he wanted reconciliation between Tony Martino's excel spreadsheet and the Finance System. Tony Martino advised he is scheduled to do the audit with the Finance Director this Wednesday March 29th at 10:00AM. Paul Camarco questioned what happened with the underground tank expenses the Committee declined. Chairman Coombs advised Town Manager Therrien has to go back to Town Council to get funding to pay for these expenses.

2. Nutmeg Change Order Log - March 21, 2006 - Motion by Paul Camarco seconded by Carmen Pace to accept this as information. **All members voted in favor.**

3. Change Order Log March 23, 2006 - Motion made by Paul Camarco seconded by Carmen Pace to accept this as information. **All members voted in favor.**

4. Commercial Resource Management Letter March 22, 2006 - Mike Turner advised he received an e-mail from Dale Kroop today advising that most of the items referenced in this letter have been cleared up. Motion made by Paul Camarco seconded by Carmen Pace to accept this as information. **All members voted in favor.**

D. Old Business:

1. Construction Status - Chairman Coombs advised the contractor is proceeding with demolition. They over demolished and have to go back and correct what shouldn't have come out. They took out block that shouldn't have come out and grade beam foundation work where the old renovation work was done. The Library stairway stringers were wrong and have to be replaced. The handrails will also have to be replaced. Fortunately this was caught before they started installing the stairway. Paul Camarco asked if Nutmeg was going to ask for more time in the schedule to correct the stairwell. Chairman Coombs advised we received no such request to date. They are behind schedule on the canopy. They need the weather to be warmer for the adhesive to cure to finish the project. The weather has now changed to meet this need.
2. ADA Status - Mike Turner advised we have drawn down approximately \$369,000 of the \$390,000 Grant. The signage is complete, the canopy are the last thing to be finalized for reimbursed under the grant.

NOTE: Tim Tuell arrived at 5:50PM. At this point we went back to approve expenditures and proposed change orders.

E. New Business:

1. None

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

A. Expenditures

1. Raymond Grasso wanted to bring up a couple of things on the record that were discussed after the last meeting ended.
 - a. Asked the status for replacing member David Edwards who has not attended meeting. Chairman Coombs advised they are looking for a replacement.
 - b. Raymond Grasso suggested the replacement member be a female to bring diversity to the Committee.
2. Mike Turner advised he received a letter from Town Attorney Jack Bradley that Nutmeg's Attorney advising they were submitting an FOI request to look at the Committee's records. Tony Martino advised all the Committees certified minutes and voting logs are in the three inch binder he brings to the meetings.

B. Change Orders

1. None

C. Staff Information

1. Mike Turner advised Peter Wells gave him progress drawings on the fascia. He called later and to Mike to hold off looking at the drawings as he is investigating another method to install and remove fascia to limit the need to move staff. Paul Camarco questioned if we looked into using the Middle School for swing space this summer. He was advised not yet. Raymond Grasso suggested we make this inquiry now so we know it if will be a viable option.

D. Old Business

1. None

E. New Business

NOTE: Stuart Temple arrived at 6:05 PM.

1. Mike Turner advised he and Chairman Coombs met with the State Library Staff to determine the requirements for remodeling the Town Clerk's Vault. They have a four hour fireproofing requirement. What they want is very expensive and above our scope of work. The current concrete block wall is four inches thick and the new requirements set the need for ten inch block. This added block would require us add support beams in the Park & Recreation Offices

we just finished. They require a separate fire suppression system, ventilation system and lighting system from the rest of the building. Chairman Coombs advised we have additional vaults in the following areas: Assessor's Office; Tax Collector's Office's; Finance Office; Building Inspection Office and Engineering Offices. Mike Turner advised as long as permanent records were kept in those other vaults the same requirements wouldn't apply. It was suggested we look at consolidating some of these vaults. Raymond Grasso asked we check into seeing what would happen if we don't improve the vault to the letter of their requirements. Also is there a grant we can apply for to do this work?

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

4. **Next Scheduled Meeting:**

A. The next regular scheduled meeting Monday April 10, 2006 at 6:00PM in Conference Room 1. Next Special meeting will be Monday April 3, 2006, if needed.

5. **Adjournment:** Motion by Raymond Grasso seconded by Paul Camarco to adjourn. Meeting adjourned at 6:08 PM. **All members voted in favor.**

Paul Camarco, Clerk