

## WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY June 26, 2006

Chairman Coombs called the Meeting to order at 6:00 P.M. in Conference Room 1 (Ground Floor). 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, Library Director Laurel Goodgion and Town Councilor Andy Adil were also present. Committee Member David Edwards was absent.

Today is day 630 of the project.

### 1. Public Comments:

A. None.

### 2. Approval of Minutes:

A. [Minutes of May 15, 2006 Meeting](#) - Tim Tuell will get his suggested additions to the minutes to Tony Martino. Motion by Raymond Grasso seconded by Paul Camarco to keep these minutes tabled. **All members voted in favor.**

B. [Minutes of June 6, 2006 Meeting](#) - Paul Camarco requested a correction on page 3 Item 3IID1 regarding the canopy. Motion by Raymond Grasso seconded by Paul Camarco to approve the amended minutes. **All but one member voted in favor (Stuart Temple abstained).**

### 3. Projects for Discussion:

#### I. Town Wide Radio System

##### A. Staff Information

1. Mike Turner advised we are still working on the rebanding budget. We are close to submitting. A draft has been forwarded to the appropriate staff. We hope to release the budget within a week.

**NOTE:** Bonnie Therrien arrived at 6:05 PM

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

##### A. Expenditures

1. Community Resource Management - Invoice 17 - \$375.00 - Motion made by Paul Camarco seconded by Carmen Pace to approve this payment. **All members voted in favor.**
2. EnviroScience - Invoice 0000008 - \$37.00 - Motion made by Paul Camarco seconded by Stuart Temple to approve this payment. **All members voted in favor.**
3. EnviroScience - Invoice 0000010 - \$1,502.00 - Motion made by Paul Camarco seconded by Stuart Temple to approve this payment. **All members voted in favor.**
4. Nutmeg Companies Inc - App. No. 20 - \$101,186.79 - Motion made by Stuart Temple seconded by Tim Tuell to approve this payment. **All members voted in favor.**

##### B. Change Orders

1. PCO 145 - Convert Chair Storage - \$4,396.76 - Mike Turner advised this reduces the amount of space for chair storage but increase the amount for audio visual storage and open up the backside. Motion made by Paul Camarco seconded by Stuart Temple to approve this change order. **All members voted in favor.**
2. PCO 151 - Snow Guards - \$820.05 - Chairman Coombs advised these are metal spikes that go on the roof to keep the snow and ice from falling off the roof hitting people below. Motion made by Paul Camarco seconded by Stuart Temple to approve this change order. **All members voted in favor.**
3. PCO 154R - Versa Loc Retaining Walls - \$756.90 - Chairman Coombs advised the scope of work was cut back from the original submission. Stuart Temple requested revised sketches be forwarded in the future. Motion made by Stuart Temple seconded by Tim Tuell to approve this change order. **All members voted in favor.**
4. PCO 155 - Tech Closet Quad Outlets - \$1,419.21 - Chairman Coombs advised this is for power to the phone and data room. Mike Turner advised this PCO should be charged to Phase

2. Motion made by Stuart Temple seconded by Paul Camarco to approve this change order. **All members voted in favor.**

**NOTE:** Peter Wells arrived at 6:15 PM

5. PCO 157 - Book Drop Room Door - \$2,154.40 - Peter Wells advised this is new and not part of the original contract. The problem is the current door is an odd size and opens into the book drop room. If there are too many books in the room they have a hard time opening the door. The new door will open out instead of in. The new door will be 2 hour fire rated. Peter advised it will cost more to redo the opening instead of purchasing a non-standard door to fit the current opening. Motion made by Paul Camarco seconded by Stuart Temple to approve this change order. **All members voted in favor.**
6. PCO 158 - Furnish 2 Pallets of Brick- No Labor - \$3,876.14 - Chairman Coombs advised he ordered these bricks months ago. They are needed to replace bricks and will also be used in Phase 2. This item will be charged to Phase 2. Motion made by Paul Camarco seconded by Stuart Temple to approve this change order. **All members voted in favor.**

### C. Staff Information

1. Budget Report dated June 22, 2006 - Tim Tuell suggested the Budget report be revised to show the balance left in contingency after projected expenses were removed. He gave Tony Martino a sample of what he created to help him see where we stood. Motion by Paul Camarco seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
2. Nutmeg Change Order Log - June 19, 2006 - Motion by Paul Camarco seconded by Stuart Temple to accept this as information. **All members voted in favor.**
3. Change Order Log - June 22, 2006 - Motion by Paul Camarco seconded by Stuart Temple to accept this as information. **All members voted in favor.**
4. Construction Schedule Dated June 19, 2006 - Paul Camarco he is disgruntle over the fact the schedule keeps moving out even if the PCO's are noted no change to the schedule. At this rate the completion date will soon be 2007. Peter Wells is aware of this. Whoever does the schedule keeps adding for new PCO's He's trying to get this corrected. Raymond Grasso added his frustration to this. What can be done to keep them from adding to schedule? Chairman Coombs and Peter Wells advised that every time a sub needs to come in and doesn't the only answer from Nutmeg is they didn't show I have to call them again. Chairman Coombs thinks Nutmeg has a poor relationship with his sub-contractors. This is an observation on his part. He has nothing to substantiate it. Bonnie Therrien advised she talked to Frank and he said they were waiting six weeks for the Town to get back to them with an answer so they could proceed on something in the Library Lower Level. Raymond Grasso asked if the Town was holding this up, if so we have to get a hold on it to be sure it doesn't happen again. Peter Wells went over the minutes of the job meeting and how an issue stays on the minutes until it is finally resolved. So we have a track record of what is outstanding and who we are waiting for an answer form. Tim Tuell shares Raymond Grasso's frustrations. Tim suggested the Committee receive copies of the job meeting minutes with their agenda packets. Carmen Pace asked about a penalty clause. Chairman Coombs advised we can't put one in this contract but we can look to add one top the Phase 2 Contract. Peter Wells advised if you put a penalty clause in the contract for not finishing on time you also have to put in a bonus clause if they finish ahead of schedule. Question came up when the Boiler Demolition and asbestos work will be completed in the Boiler Room. We were originally advised the work would not be done until October or November and we advised this was unacceptable. Originally we were asked when the heat would be turned off and we advised the first of June. We were told the work would begin June 7th. We were asked when we expect to start work on the new boilers and advised Nutmeg that would be August 1st. We have been assured the work will be completed by then. Peter Wells advised this would be a two week job at the most. If they don't complete the job what will we do. We need a plan to get the work done so the new contractor can get the boilers in before heating season. Suggested we be prepared to have someone do

the work, if needed, and back bill it to Nutmeg. Bonnie Therrien suggested we put this on the next agenda for review. Motion made by Paul Camarco seconded by Tim Tuell to approve this as information. **All members voted in favor.**

**D. Old Business:**

1. Construction Status - Chairman Coombs advised we basically covered everything in Item 3IIC. Carmen Pace brought up his concern that there is a railing on the east side of the Library Handicap Ramp but none on the west side. With people putting bikes at the top of the ramp it is hard for a wheelchair to get by without getting close to the edge. Chairman Coombs advised the final grading with soil and plantings will fix the situation. It was suggested something be done on a temporary basis. Bonnie Therrien will ask our CIRMA Rep to look at this and give us a recommendation.
2. ADA Status - Nothing new to report.

**E. New Business:**

1. None

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

**A. Expenditures**

1. Hilti - Invoice 1601968908 - \$56.95 - Motion by Paul Camarco seconded by Raymond Grasso to approve this 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. Chairman Coombs announce that he, Mike Turner and Peter Wells went to the last Town Council Meeting, mainly for the benefit of the new Town Councilors to show them the renderings of what the new facade and windows would look like. Council's desire is to do more then the budget allows for the Town Council Chambers. When the budget was prepared there were no requirements for the EOC in the Council Chambers or the technology requirements the Council now wants. Based on the Councils request Peter Wells will prepare a budget estimate to meet their needs. Andy Adil confirmed The Council likes the look of Rocky Hill's Chamber and wants similar technology. They are looking to go paperless requiring Council Members to be issued laptops. We will need computer hookups. Paneling with a Colonial look would be nice. Once Peter develops a budget and present the number to Council they will look at putting money in next years Capital Budget to cover this work. Tim Tuell advised he thought the original plan was when the Police Station was built the EOC would be in the Community Room. Andy also advised Council is willing to hold a special meeting to review and approve the packet to move forward on the Phase 2 Bid Package if necessary. Peter Wells went over the concerns he has with the additional costs for the Town Clerks Vault as recommended by the State Records Department. Bonnie Therrien advised she has the Town Attorney reviewing the scope of work and Records requirements to see who takes precedence, the Records Requirements or State Building Code Requirements. She will get back to us with Jack Bradley's findings. Motion by Paul Camarco seconded by Raymond Grasso to authorize Peter Wells to prepare an estimated budget to meet the Town Council's Chamber 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.

**4. Next Scheduled Meeting:**

A. The next regular scheduled meeting will be Monday July 10, 2006 at 6:00PM in Conference Room 1.

5. **Adjournment:** Motion by Paul Camarco seconded by Raymond Grasso to adjourn. Meeting adjourned at 7:24 PM. **All members voted in favor.**

Paul T. Camarco, Clerk