

## **WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY July 24, 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 and Stuart Temple. Staff Liaison Tony Martino, Mike Turner, Town Manager Bonnie Therrien, Library Director Laurel Goodgion, Town Councilor Andy Adil and Town Attorney Jack Bradley were also present. Committee Member David Edwards and Tim Tuell were absent.

Today is day 658 of the project.

**Executive Session** - Motion by Raymond Grasso seconded by Paul Camarco to go into executive session. **All members voted in favor.** Executive session started at 6:01 PM. Present were Chairman Joseph Coombs, Paul Camarco, Raymond Grasso, Carmen Pace, Stuart Temple, Tony Martino, Mike Turner, Bonnie Therrien, Andy Adil and Jack Bradley. Motion made by Raymond Grasso seconded by Carmen Pace to end executive session. **All members voted in favor.** Executive session ended at 6:45 PM.

**NOTE:** No items were mentioned in executive session that needed to be brought out in public session.

Motion made by Stuart Temple seconded by Carmen Pace to go out of order on the Agenda to cover Town Clerk Vault with the Town Attorney. **All members voted in favor.** Andy Adil advised the feeling of the Town Council is we renovate the vault with the original scope of work. Bonnie Therrien advised she received an opinion from Jack Bradley. She will get Gale to send copies of the opinion to Town Council and Staff. Jack Bradley advised he looked into State Statutes that were last revised in 1949 and Records Administrators Regulations last revised in 1969. He also had conversations with four Town Clerks, and State Building Inspector Chris Laux. The Records Administrators Regulations take precedence. When a renovation takes place you have to bring the structure up to current code. If you have a plan and show you can meet the fire ratings using different materials you can present the plan to Eunice DiBella and request a waiver. Chairman Coombs advised materials have developed since 1969 that can give the same or better fire ratings than concrete with less stress or weight on steel beams. If we have to put in the concrete currently required we would have to reinforce the building as the current beams were not designed to take such a weight load. Jack Bradley advised we should look into what can be saved on computer or microfilm and sent original documents to storage elsewhere eliminating the space needs. Mike Turner advised there is a waiver on the current Town Clerk Vault Door giving us a waiver from a previous State Records Administrator.

**NOTE:** Jack Bradley left at 6:58 PM.

### **1. Public Comments:**

A. None.

### **2. Approval of Minutes:**

A. [Minutes of July 10, 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 that Trott Associates was here Friday July 21st to go over our requirements. Bonnie Therrien advised members that the 800 Radio System went down Saturday July 22nd for four and a half hours. It was the same problem we had last Christmas when the main batteries went down and the backup batteries took over with no alarms going off. When the backup batteries went dead the system shut down. It took a while to get NECS as their pager system had gone down. When the NECS technician called Motorola from the Police Department they were asked why they were at the Police Department. None of this was seen by Motorola in Schamburg, IL. who is supposed to be monitoring the system. **NOTE:** Laurel Goodgion arrived at 7:02 PM

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

## A. Expenditures

1. Transfer Enterprises Work Stations - Quote No. D-00137 - \$8,052.17 - . Motion made by Raymond Grasso seconded by Paul Camarco to approve this payment. **All members voted in favor.**
2. Fairfield Library - Used Book Returns - \$500.00 - Chairman Coombs advised he reviewed this request and it is not a part of the renovation requirements. Laurel is looking to purchase two book drops that look like mail boxes to put out back when the main book drop is closed for renovation. The Fairfield boxes were originally purchased by Farmington when they renovated their Library and then sold to Fairfield for their renovation needs. When we are done with boxes they can be sold to someone else. Chairman Coombs advised these should be purchased out of the Library's Operating Budget. Laurel advised she has no money in her budget to cover these expenses. Chairman Coombs advised if it is to come out of the bond it will be deducted from the Library's furniture account. Bonnie Therrien requested the Committee table this item so she can research where funds might be available. It's too early in the fiscal year to go to Town Council to request a fund transfer. Motion made by Paul Camarco seconded by Raymond Grasso to table this request. **All members voted in favor.**

## B. Change Orders

1. PCO 160 - Acoustical Soffits at Children's Library - \$2,358.69 - Chairman Coombs advised the new fire line lowered the ceiling requirements causing the need for this change order. Stuart Temple questioned why we couldn't leave it exposed. Chairman Coombs leaving it exposed would detract from the atmosphere we're trying to set. Mike Turner advised the exposed pipe might be used by children coming down the stairs as a jungle gym bar to swing from and be a safety hazard. Motion made by Paul Camarco seconded by Raymond Grasso to approve this change order. **All members voted in favor.**
2. PCO 161- Column Enclosures at Town Hall Vestibule - \$1,343.13 - Chairman Coombs advised the columns are currently enclosed in aluminum and need to be upgraded. Motion made by Paul Camarco seconded by Raymond Grasso to approve this change order. **All members voted in favor.**
3. PCO 165 - Lower Drinking Fountain Credit - (\$1,457.11) - Chairman Coombs advised this is the credit for the drinking fountain that didn't need to be lowered. Motion made by Paul Camarco seconded by Raymond Grasso to approve this change order. **All members voted in favor.**
4. PCO 150R - Kitchen Vestibule Friends - \$3,650.13 - Chairman Coombs advised this is for kitchen cabinet work and ceiling in three rooms that weren't in the original scope of work. The kitchen will be used by staff and groups using the meeting room. Motion made by Paul Camarco seconded by Raymond Grasso to approve this change order. **All members voted in favor.**

Motion made by Raymond Grasso seconded by Paul Camarco to go out of order on the Agenda to cover items 3IIIA&B. **All members voted in favor.**

## C. Staff Information

1. Nutmeg Letter Dated July 12, 2006 Re: Library Closing Delay - Chairman Coombs advised Laurel Goodgion that we have to stay with the September date. We cannot justify pushing the date out increase the final finish date out another month. Laurel advised she needs to organize the move in three phases: (1) vacate children's area (2) Administrative Offices and (3) Mezzanine Area. Bonnie Therrien asked if Laurel obtained the moving costs. She advised she is meeting with them next week. Bonnie asked Laurel to be sure Mike Turner and Chairman Coombs were at the meeting to provide the necessary leverage. Chairman Coombs advised the contractor has to give their proposal in calendar day basis like our other proposals. Motion by Paul Camarco seconded by Carmen Pace to accept this as information. **All members voted in favor. NOTE:** Paul Camarco left at 7:20PM. Once Paul left we lost the quorum and the meeting was closed.
2. Budget Report dated July 12, 2006 - This item was not discussed due to quorum requirements

not being met.

3. Nutmeg Change Order Log - July 20, 2006 - This item was not discussed due to quorum requirements not being met.
4. Change Order Log - July 12, 2006 - This item was not discussed due to quorum requirements not being met.
5. Construction Schedule Dated July 20, 2006 - This item was not discussed due to quorum requirements not being met.
6. Job Meeting Minutes - July 12, 2006 - This item was not discussed due to quorum requirements not being met.
7. CIRMA Report on Handrails dated June 29, 2006 - This item was not discussed due to quorum requirements not being met.
8. Design Plans for Frank Weston Garden - This item was not discussed due to quorum requirements not being met.

**D. Old Business:**

1. Construction Status - This item was not discussed due to quorum requirements not being met.
2. ADA Status - This item was not discussed due to quorum requirements not being met.

**E. New Business:**

1. None

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

**A. Expenditures**

1. EnviroScience Consultants - Invoice 0000001 - \$2,701.00 - Motion made by Paul Camarco seconded by Raymond Grasso to approve this payment. **All members voted in favor.**

**B. Change Orders**

1. PCO 163 - Sprinkler Pipe Enclosure at L0007 - \$1,343.38 - Chairman Coombs advised the outside Siamese connection had to be moved at the request of the Fire Marshal. The new connection is in the southeast corner of the building. Motion by Paul Camarco seconded by Raymond Grasso to approve this change order. **All members voted in favor. NOTE:** Reverted back to Item 3IIC1. Also Raymond Grasso left at 7:15PM.

**C. Staff Information**

1. None

**D. Old Business**

1. None

**E. New Business**

1. None

**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 August 14, 2006 at 6:00PM in Conference Room 1.

**5. Adjournment:** Meeting adjourned at 7:20PM. **All members voted in favor.**

Paul T. Camarco, Clerk