

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE AMENDED MINUTES - MONDAY July 31, 2006

Chairman Coombs called the Special Meeting to order at 7:00 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 and Library Director Laurel Goodgion were also present. Committee Member David Edwards and Tim Tuell were absent.

Today is day 665 of the project.

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of July 24, 2006 Meeting](#) - Motion by Paul Camarco seconded by Stuart Temple to approve the minutes. **All members voted in favor.**

3. Projects for Discussion:

I. Town Wide Radio System

A. Staff Information

1. Meeting with Trott Associates - Mike Turner advised that Trott Associates came to Town and gave us a demonstration on what they would be recommending to correct static. Due to pending litigation we cannot go into the specifics but their findings are positive. The rebanding budget is with the transition authority. They had questions and we responded to them. Bonnie Therrien advised she has a meeting with Motorola on Wednesday regarding the system going down last Saturday. There was a power surge at Callahan Tower which caused the power to go down and the backup batteries to take over. The backup batteries finally died causing the System to go down. The NECS technician came saw the microwave status lights were green but didn't see the battery lights in back flashing red. NECS is talking to their technician.

NOTE: Raymond Grasso arrived at 7:07PM

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. None

B. Change Orders

1. PCO 162R - Alarmed Door and Wall - \$3,366.46 - Chairman Coombs advised the alarm was eliminated it will be done later with town staff. Stuart Temple questioned the fact we keep seeing more change orders. Two months ago he asked if this was the end of the change orders. More keep coming forward. He wants to know if this is the end of the change orders. Chairman Coombs advised we had to get the bids out quickly to avoid losing a grant we were receiving. If we had had more time some of the PCO's could have been avoided. Discovery caused other PCO's. Stuart Temple advised that's what a contingency is for. To date the percentage of total change orders to the original purchase order is 30%. Normal contingency accounts are not that high. Stuart asked why this door was not on the original set of bid specs. Laurel Goodgion advised she told Peter Wells to include this door in the bid. She was advised to go back and check her notes to see if she requested the door before or after the bid specs went out. Raymond Grasso made a motion seconded by Carmen Pace to reject PCO's unless they affect Life, Health or Safety. **Motion passed 4 to 1.** Stuart Temple voted nay. Laurel Goodgion voiced her displeasure with this motion in that cosmetic items that are needed will not happen at all or until Phase 2. Laurel feels this PCO is a safety issue. Motion made by Paul Camarco seconded by Raymond Grasso to table this change order pending a review by Laurel of her records on when she requested the door. **All members voted in favor.**
2. PCO 167 - Misc. Credits - (\$3,316.00) - Motion made by Paul Camarco seconded by

Raymond Grasso to approve this change order. **All members voted in favor.**

3. PCO 168 - Pipe Insulate Room T027 - \$1,145.42 - Chairman Coombs advised based on code these pipes need to be insulated. This is a humidity problem, the pipes are exposed. These pipes are located in the mechanical room. Stuart temple asked of this was a safety issue. Mike Turner advised no. Motion made by Paul Camarco seconded by Stuart Temple to table this change order. **All members voted in favor.**
4. PCO 169 - Insulate Food Bank Ducts - \$2,958.92 - Chairman Coombs advised this is the same problem as PCO 168 except it is in the food bank room and creates a safety issue with people going in there. Motion made by Carmen Pace seconded by Stuart Temple to approve this change order. **Vote was 3 to 2 in favor, Raymond Grasso and Paul Camarco voted nay.**
5. PCO 170 - Duct Enclosures - \$11,735.72 - Chairman Coombs advised cannot accomplish other work unless this PCO is accomplished. This is a health code issue. Motion made by Paul Camarco seconded by Carmen Pace to approve this change order. **All members voted in favor.**

C. Staff Information

1. Budget Report dated July 25, 2006 - Motion made by Paul Camarco seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
2. Nutmeg Change Order Log - July 25, 2006 - Motion made by Paul Camarco seconded by Stuart temple to accept this as information. **All members voted in favor.**
3. Change Order Log - July 12, 2006 - Motion made by Paul Camarco seconded by Stuart Temple to accept this as information. **All members voted in favor.**
4. Construction Schedule Dated July 20, 2006 - Motion made by Paul Camarco seconded by Stuart Temple to accept this as information, but reject the completion date. **All members voted in favor.**
5. Job Meeting Minutes - July 26, 2006 - Motion made by Raymond Grasso seconded by Stuart Temple to accept this as information. **All members voted in favor.**
6. CIRMA Report on Handrails dated June 29, 2006 - Chairman Coombs advised that temporary wooden rails have been installed by Town Staff. Motion made by Paul Camarco seconded by Stuart Temple to accept this as information. **All members voted in favor.**
7. Design Plans for Frank Weston Garden - Motion made by Paul Camarco seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
8. Dale Kroop July 24, 2006 Letter to Bonnie Therrien - Motion made by Paul Camarco seconded by Stuart Temple to accept this as information. **All members voted in favor.**
9. Jack Bradley July 12, 2006 Letter Regarding Vault Issues - Chairman Coombs advised the State Library Board regulations takes precedence The State Building Inspector advised if we can find a different material to meet the 4 hour fire rating we can go to the State Library Board and request a variance We will install a dummy wall in place of the windows to meet the fire rating. We are looking at other materials for the wall between the Clerks Office and the vault. We are getting new shelving for the basement in the records room. We will look to move records down there to minimize what has to be kept in the upstairs vault. Computers and the like will not be allowed in the vault. It will be strictly be a storage area. Stuart Temple asked who will sit and negotiate with the State for a variance. He was advised Peter Wells will put the proposal together then he, Mike Turner, Joe Coombs and Bonnie Therrien will meet with the State. 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 - Stuart Temple asked where we stand with Nutmeg taking out the Boilers. Mike Turner advised they are waiting to hear back from their subcontractor but are looking to do the work between August 4th and August 14th. Mike also advised we are going out to bid on the new boilers and put an addendum in there to remove the old boilers if necessary. Carmen pace asked when the new lobby will be opened up. Chairman Coombs advised he will not allow it to open until all the punch list items are done. He doesn't want the contractor to be in there doing unfinished work with the public walking thru. It would be a safety issue.

2. ADA Status - Chairman Coombs advised this project is just about done.
3. Fairfield Library - Used Book Returns - \$500.00 - Bonnie Therrien advised that this item will be paid out of the Library's Building materials Account. Laurel advised she is paying this under protest. She feels it is a renovation expense. Motion by Paul Camarco seconded by Raymond Grasso to turn this expense over to the Town Manager to be processed under Library Operating Funds. **Motion passed 4 to 1. Stuart Temple voted nay.**

E. New Business:

1. Bid Award Library Shelving - Tucker Library Interiors \$46,202.00 - Staff information attached -Laurel Goodgion handed out a memorandum from Karen Ribnicky the Shelving Consultant regarding the two bidders justifying going with the higher bidder. Mike Turner advised that Tucker's bid was delivered by UPS but late. They had a new driver who tried to come in thru the street door that was locked. They had a delivery log from UPS showing how they tried to delivery it three times and finally got in. If they could have gotten in the first time they would have met the deadline. The cost of this shelving is higher then what is in the Library's furnishing budget for Phase 1. Laurel asked that money be taken from Library Phase 2 money to make up the difference in funds. Motion by Stuart Temple seconded by Paul Camarco to recommend Town Council award the bid to Tucker using Phase 1 and 2 funds...
All members voted in favor.

III. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. None

B. Change Orders

1. None

C. Staff Information

1. None

D. Old Business

1. None

E. New Business

1. None

NOTE: Prior to adjourning the meeting Chairman Coombs advised that he had received David Edwards letter of resignation. Chairman Coombs hopes to have a replacement member on board before the next regularly scheduled meeting.

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:** Motion by Paul Camarco seconded by Raymond Grasso to adjourn. **All members voted in favor.** Meeting adjourned at 8:18 PM.

Paul T. Camarco, Clerk