

## WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY September 25, 2006

Chairman Coombs called the Meeting to order at 6:02 P.M. in Conference Room 1 (Ground Floor). Members present were Joseph Coombs, Raymond Grasso, Luke, McEntire, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino, Mike Turner and Asst. Library Director Liz Kirkpatrick were also present. Committee Member Paul Camarco was absent.

Today is day 718 of the project.

### 1. Public Comments:

A. None.

### 2. Approval of Minutes:

A. [Minutes of September 11, 2006 Meeting](#) - Motion by Stuart Temple seconded by Raymond Grasso to approve the minutes. **All but one member voted in favor (Tim Tuell abstained).**

### 3. Projects for Discussion:

#### I. Town Wide Radio System

##### A. Staff Information

1. Chairman Coombs advised he had no report. Things are in a lull right now.

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

##### A. Expenditures

1. Home Depot - Invoice 501403 - \$98.48 - Motion by Carmen Pace seconded by Stuart Temple to approve payment. **All members voted in favor.**

##### B. Change Orders

1. PCO 173 - Rails at Ramp - \$6,835.09 - Chairman Coombs advised we should not act on this yet. We are still waiting for a sketch from the architect. This railing will not be needed for a while since the area is being closed off for Library renovations. Questions were asked if this really needed to be done. Once the landscaping is completed the rails won't be needed but our insurance carrier wants the railing so we have to put it in. It was agreed the rails should not be done until after the Library work is completed so they won't be damaged. Raymond Grasso asked since the price is under \$10,000 can't we hire a contractor other than Nutmeg to do this work? Can't we give the work to the Contractor hired for Phase 2? It was agreed once we get the sketch from the Architect we will look at the timeframe and put this work out to bid. Motion made by Raymond Grasso seconded by Stuart Temple to table this Change Order, once the architect's sketch is received, look to go out for bids and possibly hire another contractor. **All members voted in favor.**

2. PCO 178 - Lighting Change at A/V Area - \$1,608.72 Chairman Coombs advised this is necessary lighting. Current lighting does not give correct illumination. This is the cost to change out the lights. There is a price difference on the PCO attachments that does not substantiate the amount on the PCO cover sheet. Motion by Stuart Temple seconded by Carmen to table this Change Order. And request complete backup information **All members voted in favor.** Chairman Coombs will ask for a new Change Order for the lights required in this area. The lights are being requested by the Fire Marshal who feels more lighting is needed in these areas. The lights currently installed meet code. To overrule Gary would mean going to the State Fire Marshall which would only delay the project. The new lights will be emergency lighting with battery backup.

**NOTE:** Mike Turner arrived at 6:20 PM.

##### C. Staff Information

1. Construction Change Schedule dated September 19, 2006 - Motion made by Stuart Temple seconded by Carmen Pace to accept this report as information. **All members voted in favor.**
2. Job Meeting Minutes - September 13, 2006 - Motion made by Raymond Grasso seconded by

Stuart Temple to accept this as information. **All members voted in favor.**

3. Transfer Funds Memo dated September 20, 2006 - Motion made by Stuart Temple seconded by Carmen Pace to accept this as information. **All members voted in favor.**
4. Dale Kroop September 15, 2006 Letter - Motion made by Stuart Temple seconded by Carmen Pace to accept this as information. **All members voted in favor.**

**D. Old Business:**

1. Construction Status - Chairman Coombs advised we have a temporary certificate of occupancy so people can work in the Ground Floor of the Library. The area cannot be open to the Public until a Final Certificate of Occupancy is issued. Liz Kirkpatrick advised they are trying to get their shelving down into the storage area. Construction is fairly well along down there. Mike Turner advised Frank has punch list items and is doing cleanup outside the building. Nutmeg can't start upstairs until Library staff is out of there. The Boiler Contractor has started working. The next thing they have to do is install the foundation pads. The boiler contractor is efficient and clean. Chairman Coombs advised the tentative date for mediation with Nutmeg on the boiler demolition is scheduled for next week. We are looking to push that off another week.
2. ADA Status - Mike Turner advised based on the payment approved above the Small Cities work is 100% complete. The Grant was for \$394,000 with approximately \$385,000 paid to date in construction and administrative costs. Mike will ask Dale Kroop to request the final drawdown. The State Small Cities staff will be down at some time to inspect the work and review the project records. Raymond Grasso didn't recall the Committee approving the canopy. He is still not pleased with the seam on the canopy. The seam caulking will not last a year. The face of the canopy should have been done with no seam. Chairman Coombs will discuss this with the Architect.

**E. New Business:**

1. None

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

**A. Expenditures**

1. Hartford Sprinkler - Invoice 5 - \$2,280.00 - Mike Turner advised a typed copy was faxed today but has not been signed by the mechanical engineer. This item remains tabled.

**B. Change Orders**

1. None

**C. Staff Information**

1. Boiler Bid References & Notes - Motion by Raymond Grasso seconded by Stuart Temple to receive this as information. **All members voted in favor.** Chairman Coombs advised that Bonnie Therrien has a meeting on Wednesday with Reliable who did not get the boiler contract. Tim Tuell requested in the future reference notes be typed and organized, including the day the person was called and the name of the person they talked to. Can't read Steve's writing very well. It was requested Steve type up his notes for the file.

**D. Old Business**

1. None

**E. New Business**

1. Phase 2 Bids - Mike was advised by the Architect that he and the Engineer took on additional items to estimate and develop and will be looking for additional fees. They were advised to keep going with their work and meet the October 15th deadline. All work for the bid is to be ready to go out by October 15th, including staff review. Chairman Coombs advised staff has reviewed what they received to date but have not seen any electrical or plumbing yet. Tim Tuell advised 90% of the bid has been in process for over a year. We didn't want to go out to bid until Nutmeg was almost done. Why haven't things been done before now for staff to review? We haven't done our part to get things out on time. Chairman Coombs advised we now have to get past this and use diplomacy to get things done. Raymond Grasso advised we should keep calling the architect asking for specs to review, The more we ask the sooner we'll get them to get us off their backs.

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

4. **Next Scheduled Meeting:**

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

5. **Adjournment:** Motion by Raymond Grasso seconded by Stuart Temple to adjourn. **All members voted in favor.** Meeting adjourned at 6:56 PM.

Paul T. Camarco, Clerk