

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

Chairman Coombs called the Meeting to order at 6:04 P.M. in Public Works Conference Room.

Present

		Present	Absent	Excused
Committee Member Name	Joseph Coombs, Chairman	X		
	Tim Tuell, Vice Chairman	X		
	Paul Camarco, Clerk			X
	Raymond Grasso	X		
	Luke McEntire	X		
	Carmen Pace	X		
	Stuart Temple	X		
Liaison Present	Andy Adil, Council Liaison	X		
	Tony Martino, Staff Liaison	X		
	Mike Turner, Staff Liaison	X		
Staff & Guests Present	Bonnie Therrien, Town Manager	X		
	Peter Wells, Architect	X		
	Greg Curtin, Library Board Chairman	X		

Today is day 781 of the project.

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of November 14, 2006 Meeting](#) - Motion by Raymond Grasso seconded by Stuart Temple to approve the minutes as amended. **All but one member voted in favor (Tim Tuell abstained).**

3. Projects for Discussion:

I. Town Wide Radio System

A. Staff Information

1. Mike Turner advised we are still negotiating with Sprint/Nextel. They are now in mediation with us because they did not meet their timeline.

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. None

B. Change Orders

1. PCO 185R - Window at L126 - \$1,674.93 - Chairman Coombs advised this window is for the board room so the circulation desk staff can monitor the elevator area. The work has already been accomplished. This price is lower as we are using one of the extra windows we didn't use downstairs. It is metal framed and will be stained to look like wood. Peter Wells advised if we went out to buy a wooden framed window the price would double. Stuart Temple asked if this was a life safety issue. He reminded members they previously voted to only approve life

safety issues with the contingency so low. Tim Tuell said by a stretch he could see this PCO as a safety issue to monitor people by the elevators. Raymond Grasso questioned why we keep getting PCO's after the fact. He feels they should be brought to the Committee first if they are not safety issues. Motion by Luke McEntire seconded by Carmen Pace to approve this change order. **All but one member voted in favor (Raymond Grasso voted nay).**

NOTE: Andy Adil arrived at 6:10 PM.

2. PCO 189 - Door Hardware at L101A & L1011A - \$1,338.48 - Chairman Coombs advised this PCO was necessary to meet code issues. This work has already been accomplished. The doors in the southwest corner will now be used as an exit and require panic hardware. The other door is in the temporary Library which requires locking. Raymond Grasso was upset this work, not a safety issue was accomplished before coming to the Committee. Ray made a motion seconded by Stuart Temple to have all PCO's, not safety issues, come to the Committee for approval before they are accomplished. Tim Tuell felt Ray's frustration but insisting on this practice could expand the life of this Project. **Motion failed four to two (Raymond Grasso & Stuart Temple voted in favor).** Motion by Luke McEntire seconded by Tim Tuell to approve this change order. **All but one member voted in favor (Raymond Grasso voted nay).**
3. PCO 190 - 6 LF of Wall at L125 - \$1,000.00 - Peter Wells advised a piece of this wall was on the original drawings as a masonry wall. When demolition occurred we found this wall did not exist behind outer wall. Amount shown originally for wall was excessive in Peter Well's opinion. After discussions with Nutmeg and Chairman Coombs the amount was dropped down to the \$1,000.00 shown. The steel studs are now up but not the drywall. Motion by Tim Tuell seconded by Carmen Pace to approve this change order. **All members voted in favor.**
4. PCO 193 - Projection Screen - \$1,956.17 - Mike Turner advised this was for the Children's Program Area. There is power in the area but the screen is not in the scope of work. Laurel Goodgion advised the screen was on the original drawings but did not make the equipment list. Peter Wells advised we saved an existing screen and the credit for the screen was used to install a screen in the Social Services Conference Room. Peter Wells checked with the Supplier and the cost of the screen is accurate. Raymond Grasso asked if this was a life safety issue. Mike Turner advised it was not a life safety issue nor would it hold up the Project. Mike Turner advised money could be taken from the furnishings account. Tim Tuell said we could revisit this when we see what money we have left at the end of the Project. Members requested more time to study this and feel it is a low priority item. Motion by Tim Tuell seconded by Raymond Grasso to table this change order. **All members voted in favor.**

C. Staff Information

1. Budget Report Dated November 22, 2006 - Motion made by Carmen Pace seconded by Tim Tuell to accept this report as information. **All members voted in favor.**
2. Nutmeg Change Order Log Dated November 22, 2006 - Motion made by Tim Tuell seconded by Raymond Grasso to accept this report as information. All members voted in favor
3. Change Order Log Dated November 22, 2006 - Motion made by Tim Tuell seconded by Raymond Grasso to accept this report as information. **All members voted in favor.**
4. Construction Schedule Dated November 21, 2006 - Tim Tuell asked if the completion date is correct. Peter Wells advised with the work left to do, including the Lavatories the date shown appears to be a good date. Motion made by Raymond Grasso seconded by Tim Tuell to accept this report as information. **All members voted in favor.**
5. Job Meeting Minutes - November 8 & 15, 2006 - Motion made by Raymond Grasso seconded by Carmen Pace to accept this as information. **All members voted in favor.**
6. Community Resources Expenses - Raymond Grasso asked the amount of Dale's Contract. Mike Turner advised the PO was for three \$5,000 amounts totaling \$15,000. Motion made by Tim Tuell seconded by Raymond Grasso to accept this as information. **All members voted in favor.**
7. October 24, 2006 Letter to Peter Wells - Raymond Grasso advised we table this at the last

meeting so that Tim Tuell could comment to any changes since he was instrumental in requesting this letter. Tim had no problems with the letter. Motion made by Tim Tuell seconded by Raymond Grasso to accept this as information. **All members voted in favor.**

D. Old Business:

1. Construction Status - Chairman Coombs advised there is an issue that will be coming forwarded regarding the cracks in the Library floor. Peter Wells advised when the floor tiles were removed we discovered cracks in the floor on the first floor as well as the mezzanine. Peter had a structural engineering come in today to check the cracks. The Engineer does not feel they are structural related. The first floor was installed in the old tube slab method which might be the cause of the cracks. The cracks on the mezzanine are due to a poor pour. The Engineer will be recommending fill the cracks with an epoxy-filler. Peter will give Nutmeg the Engineer's recommendation to use in filling the cracks as well as the locations to be filled. Mike Turner advised the Contractor is continuing with rough electrical and wall work. Peter Wells advised he wants to check out the lamination to see if more emergency lighting is needed. Peter advised he talked to McGuire regarding the mezzanine carpeting and they suggested we wait and buy it when it's needed under Phase 2. Peter also advised after discussions with Ed Flynn to delay the ducts and Library ceiling until Phase 2 since the Library will not move in there until all Phase 2 work is completed in those areas. Peter will advise Nutmeg to stop pricing these items.
2. Small Cities / ADA Status - Peter Wells advised he went over to inspect the ADA work at the Pitkin Center and it is complete. There is no AIA Document to release for this work. Mike Turner asked Peter to forward him a letter advising that the work is complete so he can have it in the files for the auditors. Mike Turner advised DECD will be here on December 12, 2006 at 10:00 AM to do the final project audit. They will pickup the audit from the point they left off at the mid-point of the project. Mike Turner advised he talked to Dale Kroop and requested his presence at the audit. Dale will be there.

E. New Business:

1. Using Library Space - Laurel was concerned on the last minutes reflecting her suggestion to use the main area of the Library as Swing Space. What she suggested was using it for Library Swing Space to get her back into operation by May, 2007. It was not her intent for the space to be occupied by the Town while their work was done. Laurel feels the Public is anxious to get their Library back in full operation. Peter Wells advised there are some areas that cannot be moved, Data Processing and the Town Clerks Vault. The Contractor will have to find ways to work around those areas. Peter was working on layouts to move areas in and out of the Town Council Chambers to do the outer skin. Once he developed the means to do the entire skin before removing the old window areas cuts down on the needs to move everyone in sections. There might be some large areas like Engineering/ Building Inspections that should be moved to the Library on a temporary basis to complete the whole area at once as they cannot all fit in the Town Council Chambers. Mike Turner added we lost some Town Council Chamber area now to store the new voting machines. Chairman Coombs had concerns about moving Town Hall Staff into the Library Area which would incur additional costs (i.e. Additional Storage Costs of Library books and shelving, temporary phone, data and electrical needs). Raymond Grasso asked the status of the Swing Space Study that was suppose to be done by this meeting. Mike Turner advised with the short week last week due to the Holiday the study couldn't be completed in time. He will meet with Peter and Town and Library staff to get all the Pros and Cons and cost benefit analysis for the next meeting so the Committee can make an informed decision. Laurel Goodgion advised she is against this use of the Library main area as swing space for Town Agencies, prolonging the opening of the Library. Tim Tuell advised we need to reach a decision to put something in the bid document to develop moving costs. We also need to put something in to show the time savings if everyone was moved out of the Town Areas at once to speed up the process and what cost saving would result from that. Bonnie Therrien does not want to delay the bids much longer. Peter Wells advised he will put into the bid specs a quote request for people in the area needing to be moved around and another price with people out of the area. Prices continue to escalate She

advised Laurel that she knows she is upset about using the Library as Swing Space, but Bonnie needs to get the facts to see if it will save money and the Building Committee needs to see if it will save time. Bonnie advised it is her job to save the taxpayers money and they are anxious to get the entire Project finished, not just the Library. Chairman Coombs advised the Committee has to look out for the overall good of the project. That is what matters not the hardships for any one area. Chairman Coombs asked Greg Curtin and Andy Adil for their comments. Both advised no comment.

III. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. EnviroScience Consultants - Invoice 000012 - \$2,055.00 - Motion by Raymond Grasso seconded by Stuart Temple to approve this payment. **All members voted in favor.**
2. True Value Hardware - Invoice 059269 -\$49.98 - Motion by Raymond Grasso seconded by Stuart Temple to approve this payment. **All members voted in favor.**
3. Hartford Sprinkler - App # 4 - \$26,837.50 - Mike Turner advised we were informed by the vendor on Wednesday that he had not been paid on this so we added it to the agenda for consideration. He faxed us the copy today. Motion made by Joseph Coombs seconded by Raymond Grasso to table this payment until the Architect and Ed Flynn review it. . **All members voted in favor.**

B. Change Orders

1. PCO - Letter dated September 29, 2006 - Hartford Sprinkler - \$1,515.30 - Mike Turner advised the vendor asked about this at the same time he called in on App #4 above. It had been forwarded to Ed Flynn. Peter Wells had change orders prepared for part of it. Peter has to investigate the rest of it. Motion made by Joseph Coombs seconded by Stuart Temple to table this change order until Peter Wells investigate it.. **All members voted in favor.**

C. Staff Information

1. October 24, 2006 Letter to Peter Wells - Motion made by Tim Tuell seconded by Carmen Pace to accept this as information. **All members voted in favor.**
2. Silas Deane Streetscape - Chairman Coombs advised back in 1987 a plan to turn Town Hall into the Town Center was planned and shot down by the people in Old Wethersfield who felt the Town Center was Main Street. Bonnie Therrien advised this plan was developed by the Silas Deane Revitalization Committee. Funding is not coming out of the Bond but two State STEAP Grants. Mike Turner advised Peter Wells rendering of the new façade was incorporated into this drawing. Peter's concern was that the design does not take into consideration emergency exits or access to the sally-port. This plan eliminates the parking lot on Silas Deane Highway. Peter Wells is concerned that the Plan will give the impression that the Town Hall Main Entrance is in the front of the building. Motion made by Tim Tuell seconded by Stuart Temple to accept this as information. **All members voted in favor.**

D. Old Business

1. Status of Bids - Chairman Coombs advised yesterday he finished reviewing what has been forwarded to date. He has some comments for Peter. Peter Wells advised the plans are pretty much complete. There is boiler plate information on the specs front end that need to be reviewed with Town Staff. Peter advised he is having problems getting vault door specs from the manufacturer. The original manufacture has gone out of business and he is working with the firm that replaced them. They were supposed to e-mail him specs on Friday, as of today they have not arrived. He has asked his secretary to follow-up with the vendor today for this missing data. He still has to finish the window blind specs. Town Staff still needs to finish their review of the drawings. Mike Turner will get the Fire Marshall and Building Inspection Staff together for their comments this week.
2. Construction Status - Chairman Coombs advised that one of the boilers is functioning and the other boiler will be brought on line tomorrow. Chairman Coombs advised that one boiler shut down this weekend and had to be restarted this morning. These boilers are good efficient boilers that will save us money over time. Phase 2 is in spec writing stage. Town Staff reviewing this week. Tim Tuell asked if bids would be out before Christmas. Peter Wells advised they could be depending on the amount of changes he receives from Town Staff. He

doesn't expect many because he has had two reviews on preliminary drafts with Mike Turner, Joseph Coombs and the Building Inspection Staff. He has already incorporated their previous comments in the current draft. Peter advised in the Scope of Work he needs to lay out what needs to be done in what phase of the project, this needs to be included on the front end. Chairman Coombs then asked for comments from Laurel Goodgion, Greg Curtin and Andy Adil. Laurel advised she had nothing further to add to her previous comments. Greg Curtin had no comments. Andy Adil advised that impatience level is growing. We need to get the specs out as soon as possible but need to keep change orders to a minimum. Bonnie Therrien advised getting the bids out by the end of the year is a good objective. Chairman Coombs advised the plans will be shown to department heads for their review and sign off. Once signed off Chairman Coombs will not allow changes except for discovery items during construction. Tim Tuell made a motion seconded by Raymond Grasso that the Committee is giving the Architect an objective to get the bids out by Friday December 29, 2006. **All members voted in favor.** Peter Wells and Mike Turner saw no problems with meeting this objective.

E. New Business

1. None

4. Next Scheduled Meeting:

A. The next regular scheduled meeting will be Monday December 11, 2006 at 6:00PM in the Public Works Conference Room.

5. Adjournment: Motion by Raymond Grasso seconded by Stuart Temple to adjourn. **All members voted in favor.** Meeting adjourned at 7:48 PM.

Paul T. Camarco, Clerk