

## WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE AMENDED MINUTES - TUESDAY December 26, 2006

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

### Present

		Present	Absent	Excused
<b>Committee Member Name</b>	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		
<b>Liaison Present</b>	Tony Martino, Staff Liaison	X		
	Mike Turner, Staff Liaison	X		
<b>Staff &amp; Guests Present</b>	Laurel Goodgion Library Director	X		
	Polly Moon, Vice Chair Library Board	X		

Today is day 810 of the project.

#### 1. Public Comments:

A. None.

#### 2. Approval of Minutes:

A. [Minutes of December 11, 2006 Meeting](#) - Motion by Stuart Temple seconded by Carmen Pace to approve the minutes. **All members voted in favor.**

B. [Minutes of December 18, 2006 Special Meeting](#) - Motion by Stuart Temple seconded by Carmen Pace 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 he understands we have been going back and forth with Nextel on rebanding. They've basically accepted everything but have questions on the interference studies. They have agreed with the Attorney fees & Trott's fees, they have questions with Fred Martin's fees. Mike is not aware of any Towns or Cities where the rebanding effort has started.

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

###### A. Expenditures

1. None

###### B. Change Orders

1. PCO 203 - Repair 64' of Floor Cracks - \$1,463.24 - Motion by Tim Tuell seconded by Stuart Temple to approve this change order. **All members voted in favor.**
2. PCO 204 - Expansion Joint Repairs - \$1,065.82 - Chairman Coombs advised this is for the joint repair on the Library Main Floor only. The mezzanine floor joint will be considered

under Phase II when the carpet work is done up there. Luke McEntire asked if this was being included in the Phase II Bid Specs. He was advised yes. Motion by Tim Tuell seconded by Stuart Temple to approve this change order. **All members voted in favor.**

**C. Staff Information**

1. Budget Report Dated December 21, 2006 - Motion made by Stuart Temple seconded by Carmen Pace to accept this report as information. **All members voted in favor.**
2. Nutmeg Change Order Log Dated December 20, 2006 - Motion made by Stuart Temple seconded by Carmen Pace to accept this report as information. All members voted in favor
3. Change Order Log Dated December 21, 2006 - Motion made by Stuart Temple seconded by Carmen Pace to accept this report as information. **All members voted in favor.**
4. Construction Schedule Dated December 20, 2006 - Mike Turner advised Andy Beatty informed him future construction schedules will be prepared in the form of a bar chart. Motion made by Stuart Temple seconded by Carmen Pace to accept this report as information. **All members voted in favor.**
5. Job Meeting Minutes - December 6 & 13, 2006 - 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 that Nutmeg has gotten into bathroom construction. The sub-contractors worked all day Friday, they are making progress. They have started work on the PCO's we approved last week. The electrical panel has been moved; the walls are under construction. We will call Nutmeg tomorrow to let them know the above PCO's were approved tonight so they can get started on that work as well. Chairman Coombs advised there will be one move PCO coming to dry wall the beam on the west side of the Library. The beam is currently 7'7" from the floor. Lowest ceiling height is 7'6". By dry walling instead of a drop ceiling we will stay within the building code. We expect to see this PCO later this week. Chairman Coombs does not foresee any further PCO's for Phase 1. We will see a PCO for duct modification but that work will be held off until Phase II and included in those bid specs. Outside landscaping fill in has been accomplished. Construction is now confined to the Library Building. We are looking for a price on elevator ADA work and shunt trip work. We will include this work in the Phase 2 bid specs and look for a credit allowance back from Nutmeg on this work.
2. Small Cities / ADA Status - Mike Turner advised Dale Kroop sent Nutmeg a letter last week sitting issues that came up in last weeks audit. They were prevailing wage issues. Chairman Coombs advised the complaint received from a sub-contractor employee is being handled by the Labor Department.

**E. New Business:**

1. None -

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

**A. Expenditures**

1. Hartford Sprinkler - App # 4 - \$26,837.50 - Mike Turner advised he received an e-mail advising Ed Flynn and Peter Wells have approved this payment. Motion by Stuart Temple seconded by Tim Tuell to approve this payment. **All members voted in favor.**

**B. Change Orders**

1. PCO - Letter dated September 29, 2006 - Hartford Sprinkler - \$1,515.30 - Mike Turner advised he received an e-mail advising Ed Flynn and Peter Wells approve this PCO. Motion made by Stuart Temple seconded by Tim Tuell to approve this change order. **All members voted in favor.**
2. Transfer Enterprises - Quote D-00237 - \$430.82 - Mike Turner advised these are for files and tack boards that will be paid for out of the furnishings account. This is used refinished furniture. Motion made by Stuart Temple seconded by Carmen Pace to approve this change order. **All members voted in favor.**
3. Correctional Enterprises of CT - Quote dated November 30, 2006 - \$6,455.00 - Laurel Goodgion advised this is to refinish shelving and reupholster chairs. This work will be accomplished by prisoners. Laurel advised she used them in the past and they do good work at

a reasonable price. Motion made by Stuart Temple seconded by Carmen Pace to approve this change order. **All members voted in favor.**

**C. Staff Information**

1. Mike Turner December 21, 2006 Memo - Temporary Heat Controls - Mike Turner advised last week Ed Flynn met with Nutmeg's sub-contractor and authorized this work based on time and material. These controls are needed to provide heat control in the Library until the new computerized system, similar to what was installed in the Police Station, is installed here. The computerized system will not be installed until Phase II. This work is a temporary fix to provide heat control in the Library. The original system had no controls. 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 Bid Specs - Chairman Coombs advised the reviews are done. The bids are being revised based on the comments given. The bids won't be going out this week, probably next week. The sub-consultants are short staff due to holiday closings and vacations. There are items Peter Wells cannot complete until he hears back from the sub-consultants. Tim Tuell fears we have not been hard enough on Peter Wells and the sub-consultants. Tim is profoundly disappointed. Originally Peter agreed to have the bids done in June and they were pushed back to September. On November 27, 2006 we were told they would be done and out before the end of the year and now we are looking at next week which is the new year. Luke McEntire suggested we let Peter and Ed Flynn know the Committee is disappointed with them. Stuart Temple commented based on the fore-mentioned the bids should be out before our next meeting, January 8, 2006. Stuart requested if the bids are out before January 8th the Committee be made aware of the date the bids are released. Chairman Coombs advised members at the last review he kept Peter Wells and Ed Flynn here until 3:00PM to get things finalized eliminating the need for another review and delay.
2. Construction Status - Mike Turner advised that on January 6, 2007, a Saturday, temporary toilet facilities will be provided so the main water line can be shut down to install new shut off valve. Chairman Coombs advised in the future valves need to be tested manually to keep them working as part of normal preventive maintenance. This is one of the reasons we took out a four year preventive maintenance contract on the new boilers. Once the roof is redone we will look at staff to check and clear the roof drains at least twice a year under preventative maintenance.

**E. New Business**

1. None

**4. Next Scheduled Meeting:**

A. The next regular scheduled meeting will be Monday January 8, 2007 at 6:00PM in Conference Room One.

5. **Adjournment:** Motion by Carmen Pace seconded by Stuart Temple to adjourn. **All members voted in favor.** Meeting adjourned at 6:45 PM.

**NOTE:** After the meeting Chairman Coombs took members over to the Library to show them construction progress.

Paul T. Camarco, Clerk