

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY FEBRUARY 14, 2005

Chairman Coombs called the Meeting to order at 6:00 P.M. in the Public Works Conference Room. Members present were Paul Camarco, Joseph Coombs, Raymond Grasso, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino, Mike Turner and Library Director Laurel Goodgion were also present. Committee Member David Edwards was absent.

1. Public Comments:

- A. Town Councilor Adil discussed the Fireside Chat on Saturday with the Board of Ed. The Technology Committee made a report on future needs for the Town and Board. They also discussed consolidating services, including technology. Andy advised the Technology Committee would get their requirements to the Building Committee so infrastructure requirements can be taken into consideration in Phase 2 of the renovations. Chairman Coombs advised he would take whatever feasible requirements into consideration. Chairman Coombs reminded Andy Adil that the Technology Committee had forwarded this Committee a set of guidelines to follow that did not apply to this type of facility. We used guidelines provided by our consultant for this type of facility. Andy advised the Committee we will have to look for secure phone lines for the MUNIS System update and needs for Homeland Security Emergency Operations in the Town Council Chambers. Chairman Coombs advised some of this has already been discussed with Mr. Fippinger.

2. Approval of Minutes:

- A. [Minutes of January 24, 2005 Meeting](#) - Motion by Paul Camarco seconded by Raymond Grasso to approve minutes as amended. **All members voted in favor.**
- B. [Minutes of February 7, 2005 Special Meeting](#) - Motion by Paul Camarco seconded by Stuart Temple to approve minutes as amended. **All but one member voted in favor (Raymond Grasso abstained).**

3. Projects for Discussion:

I. Town Wide Radio System

A. Expenditures

1. None

B. Contractor Change Orders:

1. None

C. Old Business:

1. Trott Associates Investigation - Mike Turner advised that the Town received a draft report, which is not ready for circulation. The vendor is defining interference, distortion and coverage issues. They are developing a recommended testing plan for Motorola to target each defined issue.

D. New Business:

1. None -

E. Staff Information:

1. Radio Salvage Status - Mike Turner advised he is waiting for a final report from Fred Martin. Fred was down last week. Leases are approved for Verizon and Nextel to go on the tower at 250 Silas Deane Highway. This fills the spots on that tower. The Town is negotiating with Nextel to go on the tower at Fire House 3. If they go there will be two spots remaining on that tower. Mike noted with the consolidation of Cell Phone vendors the need for separate transmission equipment exists. One carrier's equipment can be different then the vendor they bought out requiring them to install two types of equipment on a tower. This would require another lease for the additional equipment.

II. Town Hall & Library Renovations:

A. Expenditures

1. Community Resource Management LLC - Invoice 5- \$915.00 - Motion by Paul Camarco seconded by Carmen Pace to approve payment. **All members voted in favor.**
2. EnviroScience Consultants - Invoice 0000003 - \$1,925.00 - Motion by Paul Camarco

seconded by Raymond Grasso to approve payment. **All members voted in favor.**

3. Home Depot - Invoice 622000000157073 - \$45.79 - Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor.**
4. Home Depot. - Invoice 622000000145649 - \$140.07 - Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor.**
5. Nutmeg Companies - App. No. 4 - \$168,528.86 - Tony Martino advised he received a phone call from Peter Wells and he has the original application and signed off on it today. Chairman Coombs referred members to agenda item IID1a below. Community Resources Management is waiting for paperwork from Nutmeg to meet Small Cities Grant requirements. It is suggested we hold up future payments awaiting receipt of the necessary paperwork. Motion by Raymond Grasso seconded by Stuart Temple to table payment. **All members voted in favor.**

B. Change Orders

1. COP-6R - Convert toilets to wall hung - NTE \$20,674.14 (Withdrawn) - As a result of changing the toilets from floor mounted to wall mounted the contractor thought he was going to have to do additional work to tie in the connections from the two floors. Now that the walls are down the plumbers found they can work around without this change order. This change request is withdrawn.
2. CCD - No. 4 - Add toilets lower level - NTE \$33,000.00 - (This is item 18 on the February 11, 2005 memorandum from Peter Wells handed out to Committee members tonight). On the lower level that the Police vacated a single stall was planned for the men's and women's lavatories. After discussions with staff, moving into that area, the lounge, copy room and meeting rooms being added to that location it was decided we needed lavatories with similar number of stalls and urinals to those on the first and second floor of town hall. The biggest cost in this estimate is for the ceramic tile in the floor and walls. Peter Wells is reviewing and we will be going to sheetrock walls versus ceramic walls to lower the cost. The directive here is issued to allow the contractor to order the plumbing material to keep the job going. After much discussion Raymond Grasso made a motion seconded by Stuart Temple to return the directive to the Architect asking him redo the directive to show the contractor only the plumbing needs and price at this time. **All members voted in favor.** A second motion was made by Raymond Grasso seconded by Stuart Temple to approve bathrooms in the basement similar to those on the first and second floor of town hall. **All members voted in favor.**
3. PCO No. 20R - Rev Trim Detail Paint Radiator Covers - \$759.58 - Chairman Coombs and Mike Turner questioned the price on this item at the last job meeting and had the figure refined to this PCO. It is in the cellblock area. The original plan was to remove the radiators so sheetrock could be put behind the radiators and then reinstall them and paint them. A different method was recommended to frame differently not requiring removing the radiators and just painting them after the sheetrock is installed. These radiators are not to be replaced. Motion by Stuart Temple seconded by Raymond Grasso to approve this request. **All members voted in favor.**
4. PCO No. 24 - Unit Price for Added Data Drops (ea) - \$118.08 - Chairman Coombs advised this is a per unit price to install data drops it is labor and equipment. The cost of electrical drops is \$175 each in comparison. We need four or five in Town Hall. We don't have the quantity for the Library yet. Motion by Paul Camarco seconded by Stuart Temple to approve this unit price. **All members voted in favor.**
5. PCO No. 25 - Credit for Temp Health Office - (\$2,886.07) - Mike Turner advised part of this savings is thanks to Paul Hutcheon installing panel partitions instead of building sheetrock walls for his temporary area. This save on sheetrock, framing and doors. Motion by Stuart Temple seconded by Raymond Grasso to accept this credit. **All members voted in favor.**

C. Staff Information

1. Construction Progress - Chairman Coombs advised the wiring has been cleaned up. The lobby stairs have been demolished. The hold up has been on the elevator. They are currently reviewing the structural requirements for the elevator. The contractor has recommended a change to the original plan. Nutmeg has been advised that the hazardous condition from the

underground tank is gone and they are cleared to proceed. They keep coming back for additional guidance on the working conditions in this area. Chairman Coombs does not know if they ordered the steel yet. They are stripping forms for the walkway. We are waiting for the shop drawing for the walkway. We have asked the contractor for a revised schedule. We believe they are on schedule for everything but the elevator. Other things are ahead of schedule because they were working on items to be done after the elevator work while that was on hold. Tim Tuell asked who was responsible for overseeing the schedule like DeCarlo & Doll did on the Police Station. Mike Turner is responsible to report on schedule status to the Committee. Mike advised he wanted Nutmeg's revised schedule to compare to see what was left to accomplish in the timeframe required.

2. Other - Laurel Goodgion advised that Peter Wells and his firm received a Library Architectural Award for the work they did on the Colchester Library.

D. Old Business:

1. Small Cities Grant
 - a. Letter to Bonnie Therrien dated February 4, 2005 - Letter is self-explanatory and referenced under Item IIA5 above.
2. Technology Committee - No report. See Andy Adil's comments under Public Comments.

E. New Business:

1. Discussion "New Bond Work" - Mike Turner advised that Tuthill and Wells is under contract for Phase 2 of the renovations. The first things Peter is working on are the façade of the building, fire sprinkler system, mechanical and technology requirements before wall are closed up under phase 1 of the project. Chairman Coombs advised within the scope of the Phase 1 Project is \$35,000 for work on the skylights. Since nothing will be done until Phase 2 the funds should be held or a credit taken.
2. Fire Sprinkler Bid - The bid is currently on the street. A copy was given to Nutmeg to bid. Bid submissions are due back next week, they will be reviewed a recommendation given to Town Council for award as soon after closing as possible.

4. Next Scheduled Meeting:

- A. The next regularly scheduled meeting will be Monday February 28, 2005 at 6:00PM in the Public Works Conference Room.

5. **Adjournment:** Motion by Paul Camarco seconded by Raymond Grasso to adjourn. Meeting adjourned at 7:02 PM. **All members voted in favor.**

Paul Camarco, Clerk