

## **WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY MARCH 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, Library Director Laurel Goodgion and Library Vice Chairman Gene Grayson were also present. Committee Member David Edwards was absent.

### **1. Public Comments:**

A. None.

### **2. Approval of Minutes:**

A. [Minutes of February 28, 2005 Meeting](#) - Tim Tuell questioned how Nutmeg was made aware that the 30 day extension was not approved. Chairman Coombs advised this was done at the job meeting the following Wednesday. Motion by Paul Camarco seconded by Raymond Grasso to approve minutes as amended. **All members voted in favor.**

B. [Minutes of March 7, 2005 Special Meeting](#) - Raymond Grasso had changes to minutes. He handed Tony Martino a copy of his changes that were read for the record. Motion by Paul Camarco seconded by Tim Tuell to approve minutes as amended. **All members voted in favor.**

### **3. Projects for Discussion:**

#### **I. Town Wide Radio System**

##### **A. Expenditures**

1. Martin AG (USA) - \$169.68 - Motion by Raymond Grasso seconded by Paul Camarco to approve payment. **All members voted in favor.**

##### **B. Contractor Change Orders:**

1. None

##### **C. Old Business:**

1. Trott Associates Investigation - Mike Turner advised Bonnie Therrien has contacted Trott looking for the final report.

##### **D. New Business:**

1. None

##### **E. Staff Information:**

1. Radio Salvage Status - Mike Turner advised the final accounting of sales was attached to this agenda. This item will be removed from future agendas.

2. Rebanding Customer Communications - Mike Turner discussed the rebanding agreement. Our frequency will be switched to a lower band. New England is the first area to be done. We're hoping to be one of the Town's done in the first quarter. Once the Trott Study is received we will not do anything recommend by it until after rebanding is finished to see if that corrects the problem.

#### **II. Town Hall & Library Renovations:**

##### **A. Expenditures**

1. Nutmeg Companies - App No. 5- \$169,828.06 - Motion by Paul Camarco seconded by Carmen Pace to approve payment. **All members voted in favor.**

2. Special Testing Labs Inc - Invoice 18639 - \$933.25 - Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor.**

3. Special Testing Labs Inc - Invoice 18659 - \$175.00 - Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor.**

4. Szewczak Associates - Invoice 9853 - \$765.00 - Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor.**

##### **B. Change Orders**

1. None

##### **C. Staff Information**

1. Construction Progress - Mike Turner advised work downstairs continues. The steel beams and

decking have been installed in the lobby area where the stairs were. That area should be filled in with concrete this week. Mike and Brian O'Connor went down and inspected the steel work and there are corrections to be made before the concrete is poured. Also all paperwork and inspection is needed before pouring concrete. On the outside walkway a little will be sawed off and a concrete floor poured overlapping the wall to make it smooth. The architect and Engineer have agreed to this method to fix the problem with the original pour.

**D. Old Business:**

1. Small Cities Grant - Mike Turner advised we have requested the second drawdown from DECD for payments three and four. This gives us a \$65,000 drawdown. We need to accomplish a \$100,000 worth of drawdowns before we can draw any money for the housing grant.
2. Technology Committee

Excerpt from Draft Strategic Plan - March 8, 2005 - Attached to Commission members agendas were highlights of the Technology Committees Draft Strategic Plan. The full draft is available in Engineering for anyone to look at. Their standards have become more flexible. Raymond Grasso stated "Expediency breeds flexibility".

**E. New Business:**

1. Discussion "New Bond Work" - Mike Turner advised the fire sprinkler contractor is now on board and coordinating with Nutmeg. We want to get the pipe laid before ceiling grids are installed downstairs. Peter Wells is working on skin designs for the building, which should be ready in a couple of weeks. Peter is developing three designs for us to review to make a recommendation to Town Council. Chairman Coombs asked for a quote for cabling trays to go in the ceiling before Nutmeg buttons up the ceiling downstairs.
2. Furniture - Mike Turner went over various scenarios for installing the modular furniture. We are getting 42 units and 32 have already been spoken for. Mike went over budget money in the old and new bonds for furniture and moving. Tim Tuell suggested taking the funds from furnishing under the new bond to pay for moving and installing the modular furniture. Motion by Raymond Grasso seconded by Tim Tuell to hire Space Fitter to move and install the modular furniture at a cost not to exceed \$16,000. All voted in favor.

At this time Laurel Goodgion advised of her storage need to store shelving. She needs a container to store the shelving a place to store the storage container. Chairman Coombs and Mike Turner will look at what needs to be stored and make a recommendation for storage.

**4. Next Scheduled Meeting:**

A. The next regularly scheduled meeting will be Monday March 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 6:48 PM. **All members voted in favor.**

Paul Camarco, Clerk