

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY MARCH 22, 2004

Chairman Coombs called the Meeting to order at 6:00 P.M. in the Town Hall Meeting Room. Members present were Paul Camarco, Joseph Coombs, David Edwards, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino and Mike Turner were present. Architect Peter Wells and Engineer Peter Luchini were present. Technology Committee Liaison Bill Giuliano was also present. Committee Member Raymond Grasso was absent.

1. Public Comments:

A. None

2. Approval of Minutes:

A. [Minutes of March 8, 2004 Meeting](#) - Motion by Stuart Temple seconded by Paul Camarco to approve minutes. **All members voted in favor.**

3. Nomination and election of Clerk:

A. Chairman Coombs requested a motion to nominate a Committee Member to become Clerk of the Committee. No motion came forward so Chairman Coombs designated Paul Camarco Clerk Pro Tem until the Committee nominates and votes for a Clerk.

4. Projects for Discussion:

I. Town Wide Radio System

A. Expenditures

1. None

B. Contractor Change Orders:

1. Discussion Motorola Equipment Credit - Mike Turner reminded the Committee the Town Attorney notified Motorola they owed the Town a substantial credit for equipment that was not delivered or needed. The attorney requested going to mediation to resolve the issue. Motorola accepted to going to mediation but wants to reach a settlement before going there.

C. Old Business:

1. Motorola Punch List - Chairman Coombs advised all the equipment has been installed except for the radio in the fireboat.

D. New Business:

1. None

E. Staff Information:

1. Motorola Proposal for Interference Investigation - Mike Turner advised this is for information only as it is being paid under the Town's operating contingency fund. Static interference started in September. Motorola has determined it is coming from an outside source, probably a cell signal. Motorola is bringing in a team from California that specializes in static analysis to determine the cause of the static.

2. Radio Salvage Status - Mike Turner advised Fred Martin was in last week. And started an inventory of the equipment. He will clean, test and sell the equipment for us. Fred has determined there are some Public Works portables that were crystal and not computer chip radios. The Town of Durham has the same frequency as the crystal radios and the Town Manager has directed Mike Turner to solicit Durham to see if they wish to purchase the crystal radios for nominal fee. Fred Martin will be down this week to continue his work to prepare the balance of the equipment for sale.

II. Town Hall & Library Renovations:

A. Expenditures

1. None

B. Project Status:

1. Discussion with Architect - Peter Wells went over two spreadsheets one for the Town side and one for the Library. If both sides are combined we are close to being in budget.

| Item | Estimated Costs | Budget |
|------------------|------------------------|---------------|
| Construction | \$ 823,924 | \$ 974,160 |
| ADA Work | \$ 264,550 | \$ 390,000 |
| Pitkin (ADA) | \$ 26,000 | \$ 26,000 |
| Total | \$1,114,474 | \$1,390,160 |
| Library | | |
| Construction | \$1,204,307 | \$ 966,000 |
| Chimney & OH&P | \$ 20,062 | \$ 15,000 |
| Furniture & Fees | \$ 155,000 | \$ 155,000 |
| Total | \$1,379,369 | \$1,136,000 |

Peter was asked if he considered wage increases after July 1st. New legislation requires Prevailing Wage to be adjusted each July 1st. Peter advised he is trying to figure out how to word it in the bid specs. Dave Edwards questioned the 7 to 8% Contingency Accounts and why it wasn't at a minimum of 10%, the norm.

Items brought to Peters attention for consideration or Peter suggested included:

- a. Water problem in west wall of Town Hall between cellblocks and shooting range. Area might have to be excavated and waterproofed.
- b. Peter Luchini asked to consider replacing all the below window heating units with ceiling units and eliminate replacing the fan coils.
- c. Peter Wells commented most of the Library Phase 2 items were taken into consideration minus the furniture needs.
- d. Peter Luchini advised the Boilers and Air Handling Units could be done at a later date.

C. Staff Information

1. Peter Wells Proposed Cost Estimate Additional Work - Peter was advised to take the following items into consideration for additional work. Also listed are Peters suggestions and/or comments:
 - a. Replace roof (**NOTE:** Peter suggested going to a peaked roof. Chairman Coombs advised no due to the cost. Paul Camarco advised not installing a peaked roof if the façade of the building isn't replaced.)
 - b. Peter suggested replacing the flat roof with a pitched roof. Paul Camarco was concerned with adding a pitched roof without changing the façade of the building. After much discussion Chairman Coombs made it clear the roof will remain flat.
 - c. Phase 2 Work for the Library, including lighting.
 - d. Peter Wells suggested the skylights in the Library Ceiling be uncovered and reused. It will add light and atmosphere to the Library.
 - e. Peter Wells advised steel and copper costs are rising.
 - f. Chairman Coombs asked Peter Wells to develop a cost for retrofit the rest of the building.

D. Old Business:

1. Small Cities Grant - Mike Turner advised we do not have an official letter yet but have been told the funds have been released by DECD. Chairman Coombs advised we now have the funds but have to get the ok from the Public to use them.

E. New Business:

1. Technology Committee Liaison Bill Giuliano - Chairman Coombs introduced Bill Giuliano from the Town Technology Committee who will be their liaison to this Committee. Bill advised how they were formed in January and have hit the ground running. The Phone System is the first item they're looking at. They've hired Rand Associates (\$13,000) to help them.

They have two sub-Committees. One looking at the Town's requirements and one looking at the Boards requirements. The Committee is looking at the Town Hall and renovations first. They are looking for an area to be a hub to connect all building. Mike Turner advised that we have a hub in the data processing area that connects the Police Station, Community Center, Physical Services. Fiber optics already connects the Police Station to Town Hall. Fiber optics can be added easily to connect Stillman, Physical Services, Hanmer, Silas Deane Middle School and the High School with fiber optics. The High School is the Hub for the Board of Ed today.

5. **Next Scheduled Meeting:**

A. The next regularly scheduled meeting will be Monday April 12, 2004 at 6:00PM in the Library Meeting Room.

6. **Adjournment:** Motion by Carmen Pace seconded by Paul Camarco to adjourn. **All members voted in favor.** Meeting adjourned at 7:47 P.M.

I hereby certify that the above is a true copy of the minutes approved by the Town Hall Renovations Committee.

Paul Camarco, Clerk Pro Tem