

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - TUESDAY MAY 25, 2004

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

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Amended Minutes of April 12, 2004 Meeting](#) - Motion by Raymond Grasso seconded by Tim Tuell to approve minutes. **All members voted in favor.**

B. [Minutes of April 26, 2004 Meeting](#) - Motion by Tim Tuell seconded by Raymond Grasso to approve minutes. **All members voted in favor.**

C. [Minutes of May 10, 2004 Meeting](#) - Motion by Tim Tuell seconded by Joe Coombs to approve minutes. **All but two members voted in favor (Ray Grasso and Stuart Temple abstained).**

3. Projects for Discussion:

I. Town Wide Radio System

A. Expenditures (Vote held off until quorum was met.)

1. Paul Germano Fence - Invoice 1002 - \$2,010.00 - Motion by Stuart Temple seconded by Tim Tuell to approve payment. **All but one member voted in favor (Ray Grasso abstained).**

2. Paul Germano Fence - Invoice 1003 - \$3,400.00 - Motion by Stuart Temple seconded by Tim Tuell to approve payment. **All but one member voted in favor (Ray Grasso abstained).**

B. Contractor Change Orders:

1. Discussion Motorola Equipment Credit - Mike Turner advised nothing new to report. Attorneys are going back and forth determining which list to use for missing equipment.

C. Old Business:

1. Motorola Punch List - Mike Turner advised radio has been installed in Fire Boat. This item will be off future agendas.

NOTE: David Edwards arrived at 6:04 P.M.

D. New Business:

1. None

E. Staff Information:

1. Motorola Interference Investigation - Mike Turner advised Sal Decina should have report by the end of the week on shutting down cellular vendors.

2. Radio Salvage Status - Mike Turner advised Fred Martin would be down this week to get console equipment out of the old police dispatch area. He has sold some equipment.

NOTE: Went back to Item IA1 to pay invoices.

II. Town Hall & Library Renovations:

A. Expenditures

1. CCCI - Invoice 0000001 - \$3,290.00 - Motion by Tim Tuell seconded by Raymond Grasso to approve payment. **All members voted in favor.**

2. Joseph Merritt - Invoice 10469480 - \$26.83 - Motion by Raymond Grasso seconded by Stuart Temple to approve payment. **All members voted in favor.**

3. April 2004 Internal Copies - \$49.68 - Motion by Stuart Temple seconded by Raymond Grasso to approve payment. **All members voted in favor.**

NOTE: Carmen Pace arrived at 6:10 PM.

4. EnviroScience Consultants - Invoice 0000001 - \$1,500.00 - Motion by Stuart Temple seconded by Raymond Grasso to approve payment. **All members voted in favor.**
5. Tuthill & Wells - Invoice 3626 - \$53,860.00 - Motion by Raymond Grasso seconded by Stuart Temple to approve payment. **All members voted in favor. (NOTE: \$1500.00 of invoice to be paid out of Town Council approved funds).**

B. Project Status:

1. Mike Turner advised project is out to bid. Architect is getting lots of calls. Bids open this Thursday at 10:00 AM. Contractors are coming back for second look. Contractors are requesting extension of bid opening to another date. Requests denied. Bid has two addendums. Bid quote are good for 90 days. David Edwards asked for copies of bid documents. Advised copies are available in Engineering, for review by all members.

Chairman Coombs went over last night's workshop with the Town Council. Mike Turner, Peter Wells and Chairman Coombs reviewed the additional requirements priority list with Town Council. Conclusion of Council was to go to voters with one question requesting authority to accept Grant Funds totaling approximately \$790,000 without reducing the original bond funds as is normally done in school building projects. The Town Council plans to go out to referendum in November with a question for additional funds to accomplish additional 46 renovation items required at Town Hall and the Library. A resolution will be introduced at the next Town Council Meeting for the Grant Referendum Question, which will put the question to the voters the beginning of July. Tim Tuell questioned if there was a minimum number of voters required to pass the resolution. Answer was no just a simple majority of those who voted. Chairman Coombs advised if the resolution fails it would be difficult to reduce the scope of work. Members agreed someone has to educate the voters on what the referendum question is all about, accepting state funds to accomplish more work without an additional burden on the Town's funds or bond. It was agreed Town Council will have to educate the Public on this referendum question.

C. Staff Information

1. RAND Associates Estimate - Laurel Goodgion advised initial RAND Study does not include Library needs.
2. CCCI Estimate - No comments
3. Paul Dudley April 30, 2004 Memo - No Comments
4. Tuthill & Wells Revised Cost Est. - Town Hall & Library (Handed out at Meeting) - This is an updated copy of what was handed to Town Council based on how this Committee rated additional requirements high or low priority
5. Tuthill & Wells Sketch - Floor Plans - This was handed out in last Committee Meeting Agenda.
6. Sheila K. Mosman April 5, 2004 Letter to Bonnie Therrien regarding Library Grant Extension - This was received as information.

D. Old Business:

1. Small Cities Grant - Mike Turner advised there has been no further correspondence with the State. They are aware we have gone out to bid. Award of contract and the referendum is needed for authorization for us to spend money.
2. Technology Committee - No report. Laurel advised she missed their last meeting. Rand delivered their preliminary report. Elementary School Phone Upgrade is in next fiscal year's capital budget.

E. New Business:

1. Tim Tuell questioned the cost estimate for completing the work based on the Committee's prioritization. Mike Turner advised \$3.75 Million for High Priority and \$1.5 Million for Low Priority Items. A copy of Mike's May 11, 2004 memorandum to Bonnie Therrien, regarding this breakdown, will be attached to the next agenda as staff information.
2. Mike Turner requested the Committee's approval to put out a RFQ for a Testing Lab to

analyze special information as required as was done with the Police Facility. Motion by Stuart Temple seconded by Raymond Grasso. **All members voted in favor.**

4. **Next Scheduled Meeting:**

A. The next regularly scheduled meeting will be Monday June 14, 2004 at 6:00PM in the Library Meeting Room.

5. **Adjournment:** Motion by Raymond Grasso seconded by Stuart Temple to adjourn. **All members voted in favor.** Meeting adjourned at 6:42 PM.

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

Paul Camarco, Clerk