

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY JUNE 28, 2004

Chairman Coombs called the Meeting to order at 6:05 P.M. in the Library Meeting Room. Members present were Paul Camarco, Joseph Coombs, Raymond Grasso, Carmen Pace and Stuart Temple. Staff Liaison Tony Martino was present. Library Director Laurel Goodgion was also present. Committee Members David Edwards and Tim Tuell were absent.

1. Contractor Interviews

- A. Prepare for Contractor Interviews - Chairman Coombs went over the criteria for the interviews. He was still waiting for information back from Asst. Town Attorney John O'Brien. We will not make a selection tonight. At the next meeting we will review tonight's findings with the missing members.
- B. Conduct Contract Interviews - Interviews were held with the three lowest bidders. Each contractor had a handout and reviewed their qualifications and showed pictures for projects completed as well as going over projects they currently have in the works. All contractors were made aware of the July 21st referendum question and if it didn't pass the scope of the work would have to be cut back. None of the contractors have a problem if the scope is cut back
- C. Evaluate Contractors - Peter Wells didn't think any of the contractors would have a problem performing the work. Chairman Coombs advised no decision would be made until we hear back from John O'Brien and review the contractors with our missing members.

2. Public Comments:

- A. None.

3. Approval of Minutes:

- A. [Minutes of June 14, 2004 Meeting](#) - Motion by Raymond Grasso seconded by Paul Camarco to approve minutes. **All but two members voted in favor (Carmen Pace and Stuart Temple abstained).**

4. Projects for Discussion:

I. Town Wide Radio System

- A. **Expenditures** Prior to voting on bills Chairman Coombs advised some of the invoices are not bond related and should be paid under General Operating Funds. Members agreed with his rationale.
 1. Raybern Co. Inc. - Invoice 252947 - \$233.35 - Motion by Paul Camarco seconded by Raymond Grasso to approve payment under general operating funds and not the bond. **All members voted in favor.**
 2. Dime Oil Co - Invoice 5719 - \$70.43 - Motion by Carmen Pace seconded by Paul Camarco to approve payment under general operating funds and not the bond. **All members voted in favor**
 3. United Paint & Wallpaper - Invoice 499106 - \$35.84 - Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor**
 4. United Paint & Wallpaper - Invoice 499038 - \$59.74 - Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor**
 5. CLS - Invoice S5012175.001 - \$45.76 - Motion by Paul Camarco seconded by Raymond Grasso to approve payment. **All members voted in favor**
 6. CLS - Invoice S5016954.001 - \$59.74 - Motion by Paul Camarco seconded by Raymond Grasso to approve payment.
 7. Ferguson Waterworks - EPPCO - Invoice 125064 - \$10.54 - Motion by Paul Camarco seconded by Carmen Pace to approve payment. **All members voted in favor.**
 8. CLS - Invoice S504239.001 - \$5.14 - Motion by Carmen Pace seconded by Stuart Temple to approve payment. **All members voted in favor.**

B. Contractor Change Orders:

1. Discussion Motorola Equipment Credit - Chairman Coombs advised nothing new to report. He met last week with the Town Attorney and provided him with additional information.

C. Old Business:

1. None

D. New Business:

1. None

E. Staff Information:

1. Motorola Interference Investigation - Chairman Coombs advised he gave a letter to the engineer requesting more information. He requested information be not so technical but more layman's terms.
2. Radio Salvage Status - Chairman Coombs advised Fred Martin is still taking the console apart. Fred has someone lined up to take part of the console.

II. Town Hall & Library Renovations:

A. Expenditures

1. Joseph Merritt - Invoice 70166890 - \$1,222.40 - Motion by Paul Camarco seconded by Raymond Grasso to approve payment. **All members voted in favor.**
2. May 2004 Internal Copies - \$103.92 - Motion by Paul Camarco seconded by Raymond Grasso to approve payment. **All members voted in favor.**
3. Community Resource Management - Invoice #3 - \$300.00 - Motion by Paul Camarco seconded by Raymond Grasso to approve payment. **All members voted in favor.**
4. Joseph Merritt - Invoice 10504920 - \$267.06 - Motion by Paul Camarco seconded by Raymond Grasso to approve payment. **All members voted in favor.**

B. Project Status:

1. Chairman advised the result of the bond issue is key to where we are going. Language for explaining the referendum to the Public is with the Election Commission. Laurel Goodgion advised the Friends of the Library is going to be calling people explaining the referendum question. The Library Board is not involved in this calling campaign.

C. Staff Information

1. Building Supplies Skyrocket Article - This item is self-explanatory
2. Explanatory Text For July 21st Referendum - Chairman Coombs advised Raymond Grasso his suggested text changes were received after Bonnie Therrien forwarded the language to the Election Commission for consideration. His changes were similar to the final text submitted.

D. Old Business:

1. Small Cities Grant - Chairman Coombs advised there was nothing new to report.
2. Technology Committee - Chairman Coombs advised there was nothing new to report. Laurel Goodgion advised the Technology Committee feels they still need a closet on each floor.

E. New Business:

1. Five-Drawer Lateral File Cabinet - Chairman Coombs advised the Town Engineer needs a file cabinet to keep all the material for the project. The five-drawer lateral should meet his needs. Motion by Paul Camarco seconded by Raymond Grasso to purchase the cabinet from John Watts Assoc. Price based on state bid. **All members voted in favor.**

III. Police Facility

A. Expenditures

1. Jacunski & Humes - Invoice 159 - \$455.40 - Chairman Coombs advised this problem was caused by a lack of use of the water system causing the copper buildup. This is an operating item and not a bond issue Motion by Paul Camarco seconded by Carmen Pace to approve payment under General Operating Funds. **All members voted in favor**

5. Next Scheduled Meeting:

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

6. **Adjournment:** Motion by Raymond Grasso seconded by Stuart Temple to adjourn. **All members voted in favor.** Meeting adjourned at 8:45 PM.

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

Paul Camarco, Clerk