

## **WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY SEPTEMBER 13, 2004**

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

**1. Public Comments:**

A. None.

**2. Approval of Minutes:**

A. [Minutes of August 23, 2004 Meeting](#) - Motion by Raymond Grasso seconded by Carmen Pace to approve minutes. **All but two members voted in favor (Paul Camarco and Tim Tuell abstained).**

**3. Projects for Discussion:**

**I. Town Wide Radio System**

**A. Expenditures**

1. None

**B. Contractor Change Orders:**

1. Discussion Motorola Equipment Credit - Chairman Coombs advised that the Motorola Engineer and Fred Martin are scrutinizing the equipment list. The dollar values are being reduced. They cannot provide a dollar amount yet.

**NOTE:** David Edwards arrived at 6:04 PM

Motorola is showing Fred Martin where some of the equipment was installed. Chairman Coombs also advised that we should know the results of the interference study within the next couple of weeks. Motorola is changing antennas and microwave dishes to help solve the problem, and then the system has to be optimized and checked for interference. Chairman Coombs questioned Motorola as to the effect of the system not being optimized yet what effect it has on the system warrantee.

**C. Old Business:**

1. None

**D. New Business:**

1. Chairman Coombs advised when the roof at Firehouse 3 was replaced the old antennas were taken down.

**E. Staff Information:**

1. Motorola Interference Investigation - See comments above.  
2. Radio Salvage Status - Chairman Coombs advised some items have been sold for spare parts. Fred Martin is taking broadcasting components out of the furniture for sale.

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

**A. Expenditures**

1. None

**B. Project Status:**

1. Chairman Coombs advised a letter was received last week advising that the Library Grant had been approved. Joe hadn't seen the forms the contractor had to submit to the Attorney General's Office. The grant is set up with three payments. The first comes after 50% of the work has been completed. The next payment after 90% is done and the 10% balance after the work was completed. The payment forms will have be mailed to the Bond Council in New York City. Chairman Coombs advised that it appears we have to pay the contractors first then get reimbursed from the State. Tony Martino advised that School Projects work the same way. The BOE sends reimbursement forms to the State for School Projects based on what was paid in the previous quarter.

2. Chairman Coombs advised the Architect and Contractor are working on a schedule. He hopes something will be available for our next meeting. Laurel advised she would like a construction timeline to post in the Library.

**C. Staff Information**

1. Small Cities Grant Financing Plan & Budget - self-explanatory.
2. November Bond Referendum Handout - self-explanatory.

**D. Old Business:**

1. Small Cities Grant - No Report
2. Technology Committee - No Report - Chairman Coombs advised he measured the area downstairs and if the bond passes the data processing area and their equipment will be moved downstairs and it will provide data processing with more space. Staff will be in one room and equipment in another room.

**E. New Business:**

1. Video - Town Staff did a video on the condition of Town Hall. It was shown on Channel 16. A copy was sent to the State Elections Commission who has now advised that the video cannot be shown. Town Staff cannot participate in the producing or narrative of the video. Consequently the Town stopped showing the video. Chairman Coombs asked if he could give guided tours of the facility and was advise Committee members are to close to the project and couldn't. They are looking for someone to volunteer to do a video. Laurel Goodgion advised there is a group thinking of establishing a PAC to promote the renovation bond. Christine Fortunato advised how parents did a video when she was BOE Chairperson regarding the School Bond Referendum for Silas Deane.
2. Hartford Foundation Grant - Laurel Goodgion advised that she sent an exploratory letter to the Hartford Foundation to see if they would entertain awarding a grant to cover the telecommunication needs of the Library.
3. Energy Savings Grant - Chairman Coombs advised he and Mike Turner met with CL&P Representatives to investigate an energy savings grant for all Town buildings (including BOE Facilities). The grant cover lighting only. CL&P will pay 75% upfront. The other 25% can be finance at 0% and paid from savings on utility bills. CL& P will do an energy audit on each building and get back to us. Chairman Coombs advised we might not Include Town Hall but go after a construction grant which would include savings from the heating system as well.

**4. Next Scheduled Meeting:**

- A. The next regularly scheduled meeting will be Monday September 27, 2004 at 6:00PM in the Library Meeting Room.

5. **Adjournment:** Motion by Paul Camarco seconded by Raymond Grasso to adjourn. **All members voted in favor.** Meeting adjourned at 6:39 PM.

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

Paul Camarco, Clerk