

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY OCTOBER 25, 2004

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

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of October 12, 2004 Meeting](#) - Motion by Raymond Grasso seconded by Tim Tuell to approve minutes. **All but one member voted in favor (Stuart Temple abstained).**

3. Projects for Discussion:

I. Town Wide Radio System

A. Expenditures

1. Martin AG (USA) - Invoice WCT-51-RM - \$437.50
2. Martin AG (USA) - Sale of Equipment- \$385.26

NOTE: There wasn't a quorum to vote on these expenditures.

B. Contractor Change Orders:

1. None

C. Old Business:

1. None

D. New Business:

1. None

E. Staff Information:

1. Motorola Mediation - Mike Turner advised that a mediation date has been scheduled for November 12, 2004 with Magistrate Egan in West Hartford. An attorney, from Philadelphia, will represent Motorola while Morris Borea and Jack Bradley will represent the Town. Attorneys are required to have their briefs in to the Magistrate by November 5, 2004. Chairman Coombs and Mike Turner will review the Town's strategies with the Town Manager tomorrow.
2. Radio Salvage Status - Mike Turner advised that the \$385.26 payment to Fred Martin in Item 3IA2 is his commission on another batch of equipment he has sold. We are down to minimal equipment left to sell but there is no time limit for selling it.

II. Town Hall & Library Renovations:

A. Expenditures

1. None

B. Project Status:

1. Project Schedule - Chairman Coombs advised we are waiting for a revised schedule from the contractor. He will press him for this information. Mike Turner advised there would be weekly job meeting with the contractor every Thursday. This way if there is something for the agenda there will be time to get it on the agenda. Mike advised the Committee of the contractor's schedule of events for doing abatement in the old police area.
2. Misc. - Laurel Goodgion gave the Committee an update on the activities of the PAC supporting the renovations to Town Hall and the Library. Mike Turner advised how Nutmeg took ceiling tile glue samples and forwarded them to their own lab for analysis. Their report came back saying there was asbestos in the glue. Mike gave a copy of the report to Enviroscience Consultant who responded to Nutmeg advising their test was flawed and if they did another test to forward half a sample to them for analysis. They also advised Nutmeg if they hold up the job for further analysis any cost for delays will be borne by Nutmeg and not the Town.

C. Staff Information

1. 2005 Meeting Schedule - This document was forwarded as informational.

D. Old Business:

1. Small Cities Grant - Mike Turner advised he is keeping Bruce Sheridan advised of the projects status. Today Bruce forwarded Mike the State's requirements for the Project Sign that will be placed in front of the building. Mike has forwarded this information to Peter Wells for action.
2. Technology Committee - No report.

E. New Business:

1. Enviroscience Consultants - Mike Turner went over the document for Enviroscience Consultants to perform the Construction Administration / Project Monitoring for the Hazardous Materials Abatement. Mike advised he did not solicit other quotes as Enviroscience had done the initial hazardous assessment and is in the best position to know what is wrong and needs to be abated. Chairman Coombs advised how he and Mike had met with the vendor and had a couple of minor corrections to the document (i.e. page 1 under PROJECT BACKGROUND change "Town Library " to read "Town Hall and Town Library"). Since the Contractor is starting work and we need to get this item in place Raymond Grasso made a motion seconded by Stuart Temple to move forward with this selection but poll the missing Committee Members for their concurrence since there is not quorum present. If a majority concurs move the item forward. **All members voted in favor. NOTE: Via a phone poll the three missing members concurred with the selection).**

2. Testing Lab Results:

- a. Testing Lab - Mike Turner advised four labs were solicited; Special Testing Labs had bought one out. Mike Turner recommended awarding the RFP to Special Testing Labs Inc. with a budget of \$4,000.00. Since the Contractor is starting work and we need to get this item in place Raymond Grasso made a motion seconded by Stuart Temple to move forward with this selection but poll the missing Committee Members for their concurrence since there is not quorum present. If a majority concurs move the item forward. **All members voted in favor. NOTE: Via a phone poll the three missing members concurred with the selection).**
- b. Special Inspections - Mike Turner advised he selected quotes from the Town's three On-Call Engineering firms and Szewczak Associates, the firm Tuthill and Wells uses. Only two firms submitted bids. Mike recommended using Szewczak Associates with a budget of \$3,400.00, as both submitters were equally qualified but Szewczak pricing was lower. Since the Contractor is starting work and we need to get this item in place Raymond Grasso made a motion seconded by Stuart Temple to move forward with this selection but poll the missing Committee Members for their concurrence since there is not quorum present. If a majority concurs move the item forward. **All members voted in favor. NOTE: Via a phone poll the three missing members concurred with the selection).**

4. **Next Scheduled Meeting:**

- A. The next regularly scheduled meeting will be Monday November 8, 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 6:38 PM.

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

Paul Camarco, Clerk