

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY DECEMBER 13, 2004

Chairman Coombs called the Meeting to order at 6:00 P.M. in the Library Administrative Offices. Members present were Paul Camarco, Joseph Coombs, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino, Mike Turner and Library Director Laurel Goodgion were also present. Committee Members David Edwards and Raymond Grasso were not present.

1. Public Comments:

- A. Michael DiCioccio of 20 Timber Trail made a presentation to the Committee on Solar Panel Alternatives. He gave Committee members a handout including information from Solar Works Inc. on Solar Photovoltaic. Mr. DiCioccio had made a presentation to Town Council on this subject and was referred to this Committee to make a presentation. The scope of Mr. DiCioccio's subject included material beyond this Committee's scope of work. He also advised members of New York States School Power Policy. Mr. DiCioccio had one copy of the handout, which he left for us to copy for members. Mr. DiCioccio advised we should look into solar power while developing the requirements for Town Hall's Renovation. When Mr. DiCioccio finished his presentation Mike Turner advised that Town Hall had solar panels that were used to provide hot water for the showers in the Police locker rooms. The solar panels caused leaks in the roof and the holding tank in the basement also leaked so the system was eliminated and was replaced with a 50-gallon gas hot water heater. Since the Police moved out the showers have been eliminated so our hot water needs are only for bathrooms. The 50-gallon gas hot water heater meets our needs and is more economical then putting in a solar panel for hot water usage. Joe Coombs advised how he and Mike Turner went to a seminar on energy efficiency last month. They are aware of Photovoltaic Energy Systems. One 10 ft by 30 ft panel will generate 1 KW of power. Chairman Coombs advised Mr. DiCioccio that we would be purchasing more energy efficient systems that will cut down on utility needs. Stuart Temple told Mr. DiCioccio that he might want to address his comments to the Capital Improvement Advisory Committee so the information would be taken into consider on all Capital Projects. It was also suggested Mr. DiCioccio make a presentation to the Board of Education. Chairman Coombs thanked Mr. DiCioccio for his comments and material. Mr. DiCioccio left at 6:30 PM.

2. Approval of Minutes:

- A. [Minutes of November 22, 2004 Meeting](#) - Tim Tuell recommended the following changes: Item 3IIC1 Line 8 change "non-bearing alls" to "non-bearing walls" and Item 3IIE2 last sentence change "idol" to "idle". Motion by Stuart Temple seconded by Carmen Pace to approve minutes as amended. **All but one member voted in favor (Paul Camarco abstained).**

3. Projects for Discussion:

I. Town Wide Radio System

A. Expenditures

1. None

B. Contractor Change Orders:

1. None

C. Old Business:

1. Mike Turner advised Motorola had been in and changed out the antennas at Fire House 3, Callahan Tower, Police Headquarters and Physical Services. Microwave dishes and transmit / receive antennas were replaced at Fire House 3 and Callahan Tower. Since the swap out the Police and Public Works Staff advised their communications has improved. The Fire Dept advised theirs hasn't. The Fire Dept has pagers that run on a 400MHZ System off our 800 MHZ System. The problem might be with the 400 MHZ System interface.

D. New Business:

1. Trott Association Investigation - Mike Turner advised that Trott would be coming in on December 20th to see what the problem is. Fred Martin and two Motorola Reps will be available to help Trott. We have forwarded them copies of what the problems are as well as audio transmission tapes to review in advance. Their initial thoughts are the problem might be

from Motorola component parts but can't be sure until they do their investigation. Tim Tuell asked if the problems could be coming from the electric high-tension wires that are near the tower at Fire House 3. Mike Turner advised that could be a possibility, he will ask Trott to investigate Tim's suggestion.

E. Staff Information:

1. Radio Salvage Status - Mike Turner advised the console was sold and picked up by a Pennsylvania Ham Radio operator. Mike advised there are old radios that aren't worth much in the sally port. He is going to check with the Town of Durham to see if they need them for spare parts as they have an old 400 System similar to the one we use to operate.

II. Town Hall & Library Renovations:

A. Expenditures

1. EnviroScience Consultants Inc - Invoice 0000001- \$2,700.00 - Motion by Carmen Pace seconded by Paul Camarco to approve payment. **All members voted in favor.**
2. Nutmeg Companies - Req. No. 2 - \$141,901.78 - Motion by Stuart Temple seconded by Paul Camarco to approve payment. **All members voted in favor. NOTE:** This item wasn't approved until after Items3IIB1b&c were approved, as they are part of the payment request.

B. Project Status:

1. Project Schedule:
 - a. Change Directive - No. 2 - Trace Electric Lines, Demolish Phone Lines & Cut and Cap Empty Conduits In Vicinity of New Elevator - Motion by Stuart Temple seconded by Paul Camarco to approve this Change Directive. **All members voted in favor.**
 - b. Change Order No. 2 - Additional Abatement - Motion by Stuart Temple seconded by Paul Camarco to approve this change order. **All members voted in favor.**
 - c. Change Order No. 3 - Additional Abatement - Motion by Stuart Temple seconded by Paul Camarco to approve this change order. **All members voted in favor.**

C. Staff Information

1. Report of Construction Status - Mike Turner advised steel framing is going up and demotion is continuing, removing conduit wiring. Town Hall side of building is on the downside of what still has to be removed. The Alarm Company came to day and the old alarm system, including panic buttons were removed today. Tim Tuell questioned what "Allowances" were in the breakdown sheet for the contractor. Mike Turner advised there were items that couldn't be predicted in the bid calculation (i.e. the alarm system had not been designed yet) so the Town put in a dollar figure for all contractors to use in their bid calculations. Mike Tuner advised work has started in the first floor of Town Hall. The Copy/Mail Room, Employee Lounge, Men's and Ladies Rooms are under demolition. A temporary copy/mail room has been set up in the back of Council Chambers.

Chairman Coombs advised the current heating system is one big loop around the buildings. The system has to be shut down and 4 inch shut off valves installed so work can be accomplished in the lower level of Town Hall. At the same time pipes will be cut to install additional shut off valves so each floor of Town Hall and Library can be shut down floor by floor if needed. The system will be shut down on a weekend. We will replace the radiators in the former policy facility with new cabinet units taking advantage of the louvers in the foundation. For the rest of the buildings we will look at installing new units in the ceiling. This way we will not have to modify the ceiling downstairs, saving money.

Chairman Coombs advised only the Town Council could transfer funds from one account to another. The Bond Attorney has advised we cannot move funds between the two bonds (Phase 1 and Phase 2 of Town Hall Renovations).

Chairman Coombs advised CL&P came down last week and we got into the Transformer Room under the Library. All transformers were changed out in the past and no current transformers have PCBs. The transformers we have are in good condition and do not need to be replaced. There are three 100 KW transformers in the transformer room. We are looking to

cut a hole thru the outside areaway wall of the transformer vault to facilitate future removal, if required, as the new Library entrance slab will now be over the transformer vault entrance.

D. Old Business:

1. Small Cities Grant - Mike Turner advised Dale Kroop's associate was in to interview employees to be sure they were receiving prevailing wages as required by the Small Cities Grant. Dale's contract is for an amount not to exceed \$5,000 of which we have paid out approximately \$3500. He will be submitting a change order for additional work. Since Joe Swetcky left we have no one on board knowledgeable in Small Cities Grant requirements and we need Dale's expertise to be sure that all paperwork is done and files maintained in the format the auditors will be looking for.
2. Technology Committee - No report

E. New Business:

1. Carpeting - Temp Quarters - Health District - \$947.12 - Chairman Coombs advised the Health District will be in these temporary quarters for at least two or three months and we need to provide the carpeting. The carpeting is in 3-foot squares and can be reused in other areas. Peter Wells found this carpeting for us. It was an overrun on another job. He was able to procure it at one-third the price on the State Bid. Motion by Stuart Temple seconded by Paul Camarco to approve the purchase. **All members voted in favor.** NOTE: This item was approved immediately following item 3IIA2. Paul Camarco and Stuart Temple left at 7:05 PM.

4. Next Scheduled Meeting:

- A. The next regularly scheduled meeting will be Monday December 27, 2004 at 6:00PM in the Library Administrative Offices on the Mezzanine Floor of the Library. NOTE: Chairman Coombs asked members present if they would be available on December 27th, as we will have items to discuss requiring a quorum. All present said they would be available. Tony Martino was asked to poll the members that left early or weren't at the meeting to check their availability for the 27th.
5. **Adjournment:** Motion by Carmen Pace seconded by Tim Tuell to adjourn. Meeting adjourned at 7:30 PM. **All members voted in favor.**

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

Paul Camarco, Clerk