

WETHERSFIELD POLICE FACILITY BUILDING COMMITTEE & TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY OCTOBER 27, 2003

Chairman Coombs called the Meeting to order at 6:00 P.M. in the Library Meeting Room. Members present were Joseph Coombs, Raymond Grasso, Carmen Pace, and Tim Tuell. Staff Liaison Tony Martino and Michael Turner, Library Director Laurel Goodgion and Library Board Vice Chairman Gene Grayson were also present. Committee Members John O'Brien and Stuart Temple were absent.

1. Public Comments:

A. None

I. Police Facility

A. Approval of Minutes:

1. [Minutes of October 14, 2003 Meeting](#) - Motion by Carmen Pace seconded by Tim Tuell to approve minutes as amended. **All but one member voted in favor (Raymond Grasso abstained).**

B. Expenditures:

1. None

C. Contractor Requisition For Payments:

1. Crest Mechanical - Req. No. 13 - \$1,706.00 - Due to a lack of a quorum this item could not be voted on.

D. Police Facility Construction Status:

1. Construction Status - Chairman Coombs advised replacement of four door locks by the manufacturer was accomplished last week. Joe advised that Hartford Roofing has gone bankrupt, but the surety bond company will be responsible for providing a contractor to fix any warrantee work that develops. Mike Turner advised that the one-year warranty ends the end of this month.
2. Financial Report - No Report
3. Change Orders: - None

E. Staff Information:

1. Chairman Coombs October 20, 2003 Letter to Semac - Self-explanatory. Invoice was forwarded to Semac for payment.

F. Old Business (Tabled)

1. Bristol Crane - Chairman Coombs advised there was nothing new to report.

G. New Business

1. None

II. Town Wide Radio System

A. Approval of Minutes

1. [Minutes of October 14, 2003 Meeting](#) - Motion by Carmen Pace seconded by Tim Tuell to approve. **All but one member voted in favor (Raymond Grasso abstained).**

B. Expenditures

1. Anchor Electric Contractors - App. No. 2 - \$32,775.00 - Due to a lack of a quorum this item could not be voted on.
2. Dime Oil - Invoice 7212846 - \$85.09 - Due to a lack of a quorum this item could not be voted on.
3. Motorola - Invoice 41049730 - \$264,251.52 - Due to a lack of a quorum this item could not be voted on.

C. Contractor Change Orders:

1. None

D. Old Business

1. Construction Progress:
 - a. Shelters / Site Work -

1. 250 Silas Deane Highway -
2. Fire House 3 -
3. Callahan Tower -

Mike Turner advised all three shelters are up and running. Site work remaining - Per Planning and Zoning a fence needs to be erected on Mrs. Pappas' property. This item will be discussed in item IIE1 below. There are punch list items for the shelter that Motorola and the Town have to accomplish. There was a Generator test last week at all sites and the systems worked perfectly. The generators were also turned off and the UPS's kicked in and worked as well.

- b. Radio Infrastructure - Mike Turner advised all Departments are up and running on the 800 System. Fred Martin is going thru the detailed inventory. Fred is calculating a credit back from Motorola for equipment that was not delivered or needed to operate the system. The final credit figure is not yet available.
- c. Mobile / Portable Radios - Mike Turner advised all portable radios have been distributed. There are six or seven mobiles to be installed in Fire Dept. Staff and personal vehicles.

E. New Business

1. Ridge Road Fence - Mike Turner advised the fence will be L shaped coming down Kelleher Court and along the back of Mrs. Pappas's property. The fence meets the requirements established by Planning & Zoning. This item could not be voted on due to the lack of a quorum.

F. Staff Information

1. Mike Turner handed out a revised radio budget and went thru it. Chairman Coombs advised that at the last Contractors meeting he made Motorola aware the Town will be looking for a credit back. They offered a warrantee extension versus the credit. Motion by Carmen Pace seconded by Raymond Grasso that the monetary credit for all unused equipment and material be credited back to the Radio Bond, not extend the Warrantee. This money can then be reallocated within the Bond as needed (i.e. Town Hall Renovations). All members voted in favor.
2. Chairman Coombs advised Mike Turner is receiving back 400 Mhz equipment. The Town will auction off the old equipment including the radio console in the old Police Dispatch Room. The goal is to auction off the equipment before the console has to be moved for renovations.

III. Town Hall Renovation / Library Renovations

A. Approval of Minutes

1. [Minutes of October 14, 2003 Meeting](#) - Motion by Carmen Pace seconded by Tim Tuell to approve minutes. All but one member voted in favor (Raymond Grasso abstained).

B. Expenditures

1. Budget - Tim Tuell asked that we receive a monthly update of the Town Hall Library Renovations similar to what DeCarlo & Doll prepared for the Police Facility.

C. Project Status

1. No activity at the moment.

D. Staff Information

1. Mike Turner advised the architect has begun his sketches. He met with all Departments involved. The preliminary sketch he submitted was too basic and missing information including using space where the mechanical and telephone room were. Peter Wells is working on revised drawing that Mike hopes will be ready to distribute at the next meeting.

E. Old Business

1. Laurel Goodgion advised she had discussions with Peter Wells and he is addressing items such as security including the stairway between ground south and the main floor of the Library.
2. Architect's Contract - Mike Turner handed out copies of Tuthill and Wells Contract to all members. The contract includes comments and changes from the Town Manager, Town Attorney and Finance Director. Motion by Raymond Grasso seconded by Carmen Pace to add the contract to the agenda. **All members voted in favor.** Motion by Raymond Grasso

seconded by Carmen Pace to table this issue until next meeting to give members a chance to go over the contract and the recommended revisions. **All members voted in favor.**

F. New Business

1. Mike Turner advised the Town is conducting a roof study of all Town Buildings. The vendor was asked to look at the Town Hall and Library roofs first.

Motion by Tim Tuell seconded by Carmen Pace to go out of order on the agenda. **All members voted in favor.** Tim Tuell asked the status of the ruling from the Siting Council regarding Sprint going on the tower at Firehouse 3. Chairman Coombs advised the Town has not received a copy of the Siting Council's transcript of their meeting yet. What ever transpires with the Siting Council has no bearing, nor need for action by this Committee.

2. **Executive Session** - It was determined there was no need to go into executive session tonight.
3. **Next Scheduled Meeting:**
 - A. The next regularly scheduled meeting will be Monday November 10, 2003 at 6:00PM in the Library Meeting Room.
4. **Adjournment:** Motion by Tim Tuell seconded by Carmen Pace to adjourn. **All members voted in favor.** Meeting adjourned at 6:40 P.M.

I hereby certify that the above is a true copy of the minutes approved by the Wethersfield Police Facility Building Committee.

John J. O'Brien Jr. Clerk
Michael J. Turner, Staff Liaison