

WETHERSFIELD POLICE FACILITY BUILDING COMMITTEE & TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY NOVEMBER 10, 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, John O'Brien, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino, Library Director Laurel Goodgion and Library Board Vice Chairman Gene Grayson were also present. No Committee Member was absent.

1. Public Comments:

A. None

I. Police Facility

A. Approval of Minutes:

1. [Minutes of October 27, 2003 Meeting](#) - Motion by Carmen Pace seconded by Tim Tuell to approve minutes as amended. **All but two members voted in favor (John O'Brien & Stuart Temple abstained).**

B. Expenditures:

1. None

C. Contractor Requisition For Payments:

1. Crest Mechanical - Req. No. 13 - \$1,706.00 - Motion by Carmen Pace seconded by John O'Brien to approve payment. **All members voted in favor.**

NOTE: Raymond Grasso arrived at 6:02 PM

D. Police Facility Construction Status:

1. Construction Status - Chairman Coombs advised there was nothing to report.
2. Financial Report - No Report
3. Change Orders: - None

E. Staff Information:

1. None

F. Old Business (Tabled)

1. Bristol Crane - Chairman Coombs advised there was nothing new to report. Question - how long we had to carry this item before it was closed out with vendor? John O'Brien advised there is six years liability for someone to sue.

G. New Business

1. None

II. Town Wide Radio System

A. Approval of Minutes

1. [Minutes of October 27, 2003 Meeting](#) - Motion by Tim Tuell seconded by Raymond Grasso to approve. **All but two members voted in favor (John O'Brien and Stuart Temple abstained).**

B. Expenditures

1. Anchor Electric Contractors - App. No. 2 - \$32,775.00 - Chairman Coombs advised that Anchor has finished their work and the Newington and Wethersfield Building Officials have signed off on the work. Last week the vendor forwarded us the warranty letter. Motion by Carmen Pace seconded by John O'Brien to approve payment. **All members voted in favor.**
2. Anchor Electric Contractors - App. No. 3 - \$1,402.20 - Motion by John O'Brien seconded by Carmen Pace to approve payment. **All members voted in favor.**
3. Anchor Electric Contractors - App. No. 4 - \$1,888.80 - This is for retainage. Motion by John O'Brien seconded by Carmen Pace to table this item. **All members voted in favor.**
4. CLS - Invoice S4630370.001 - \$9.34 - Motion by Raymond Grasso seconded by Carmen Pace to approve payment. **All members voted in favor.**

5. Dime Oil - Invoice 7212846 - \$85.09 - Motion by Carmen Pace seconded by Stuart Temple to approve payment. **All members voted in favor.**
6. Motorola - Invoice 41049730 - \$264,251.52 - Chairman Coombs went over the various parts of this invoice. The Chairman's recommendation was that we only consider the first item for \$128,550.76 and authorize payment of \$100,000.00 due to the potential credit Fred Martin is working on. Motion by Stuart Temple seconded by Carmen Pace to approve a \$100,000.00 payment. **All members voted in favor.**
7. Martin AG - Invoice WCT-20-SM - \$396.00 - Motion by John O'Brien seconded by Raymond Grasso to approve payment. **All members voted in favor.**
8. Martin AG - Invoice WCT-8-REG - \$675.00 - Motion by Raymond Grasso seconded by Carmen Pace to approve payment. **All members voted in favor.**
9. Martin AG - Invoice WCT-11-REG - \$612.50 - Motion by John O'Brien seconded by Raymond Grasso to approve payment. **All members voted in favor.**
10. Martin AG - Invoice WCT-13-REG - \$612.50 - Motion by Raymond Grasso seconded by John O'Brien to approve payment. **All members voted in favor.**
11. Martin AG - Invoice WCT-24-PM - \$2,805.00 - Motion by John O'Brien seconded by Stuart Temple to approve payment. **All members voted in favor.**
12. Martin AG - Invoice WCT-07-SM - \$2,500.00 - Chairman Coombs advised this is money that AT&T was suppose to pay Fred Martin but sent to the Town instead. Tony Martino verified that Joe Swetcky deposited this item and will arrange payment from the appropriate account. Motion by Stuart Temple seconded by Carmen Pace to approve payment. **All members voted in favor.**

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 -

Chairman Coombs advised all three shelters are up and running. There is minor site work to be completed by Town Staff. There are minor punch list items from the R56 Audit to be corrected by the Town and Motorola.

- b. Radio Infrastructure - Chairman Coombs advised all Departments are up and running on the 800 System. Fred Martin is still going thru the detailed inventory 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 - Chairman Coombs advised there were a few mobiles with static. In one vehicle they found the alternator had to be replaced and it eliminated the static.

E. New Business

1. 282 Ridge Road Fence - Chairman Coombs advised the low bidder was Paul Germano Fence Company of Newington. Raymond Grasso had concerns with vendor. Chairman Coombs advised Town Staff would supervise their work. Motion by Stuart Temple seconded by Carmen Pace to award the project to Paul Germano Fence Company for \$3,400.00. **All but one member voted in favor. Raymond Grasso voted nay.**
2. 290 Ridge Road Fence - Chairman Coombs advised the request for this fence came in afterwards. Tony Martino checked with the Finance Director and there was no need to combine this item with item IIE1 above that was already in the works. Question raised as the difference in price. Tony Martino noted that the fence for 282 Ridge Road was a wooden stockade fence with a lattice top while the 290 Ridge Road fence was a wooden stockade fence with no lattice. Motion by Stuart Temple seconded by John O'Brien to award the project to Paul Germano Fence Company Option B for \$2,010.00 with the understanding we will lower it to Option A if we don't need the extra section of fence. **All but one member voted in**

favor. Raymond Grasso voted nay.

3. Police Headquarters Antenna Install Quotes - Chairman Coombs advised that this is for the labor to install the antennas and jumpers Fred Martin purchased per the Committee's authorization our October 14, 2003 Meeting. Questions raised as to how high the antennas were to go Motorola's specs show 120 feet while the other vendors showed 60 feet. Chairman Coombs advised the 60 feet is based on the recommendation of our radio consultant. Committee members asked requested a clarification of the scope of work and updated quotes showing a more recent date or written verification that the quotes previously submitted are still valid. Motion by Carmen Pace seconded by Raymond Grasso to table this item until the scope of work is clarified and quotes are reconfirmed in writing. **All members voted in favor.**

F. Staff Information

1. Mike Turner Nov. 4, 2003 Memo - Status Report on Radio System - Chairman Coombs advised this memorandum is self-explanatory and for information only. Motion by John O'Brien seconded by Raymond Grasso to accept this letter for information. **All members voted in favor.** Tim Tuell had a couple of questions on the report. Reference is made to Putnam Towers being the third transmission site. Don't we already have three sites between The PD; Fire House Three and Callahan Tower? Chairman Coombs advised yes but if needed Putnam Tower would be the third site in Wethersfield. Chairman Coombs advised how there are a couple of sites that might need improvement in the future - Old Police Station area of Town Hall, inside Silas Deane Middle School and the basement area of the State Dept. Of Labor Building. The repeater antennas might do the trick. We also have to wait and see what effect no leaves on the trees will have on transmissions.

III. Town Hall Renovation / Library Renovations

A. Approval of Minutes

1. [Minutes of October 27, 2003 Meeting](#) - Motion by Carmen Pace seconded by Raymond Grasso to approve minutes. **All but two members voted in favor (John O'Brien and Stuart Temple abstained).**

B. Expenditures

1. October, 2003 Internal Copies - \$76.72 - Motion by Raymond Grasso seconded by Carmen Pace to approve payment. **All members voted in favor.**

C. Project Status

1. Chairman Coombs advised that Peter Wells has been in a couple of times, since the last meeting, to take measurements to refine his schematic diagrams. The specifications for demolition cannot be completed until the schematic designs are finished. Laurel Goodgion advised Peter would be back this Friday to review requirements for the Library. Joe advised that the Town has hired a vendor to do a roof study and the first area he was asked to investigate was the Town Hall and Library Roofs. Chairman Coombs advised Mike Turner received a report today but did not know it's content. Chairman Coombs assumes the small roof over the book drop area probably needs new flashing to correct the leaks there.

D. Staff Information

1. No Report

E. Old Business

1. Architect's Contract - Handed out last meeting for review this meeting. Stuart Temple questioned who was doing engineering requirements for mechanical, plumbing and fire suppression. Chairman Coombs advised Luchini was performing this task for Mr. Wells. Stuart asked if a scope of requirements had been previously prepared. Chairman Coombs advise Mr. Luchini's firm knows The Town's system well as they did the requirements for the new Chiller Units on top of the Library that take care of the Library & Town Hall. Raymond Grasso questioned Attachment B "Basic Schedule". Has the architect completed the requirements from August to date as outlined in the schedule? Because there is a clause in the contract to pay him more if the project isn't finished within 12 months. Mr. Grasso also asked that section 1.3.3.2 item .2 be corrected to say "enactment or revision of codes, laws or regulations **made after the date of this agreement** or official interpretations which

necessitate changes to previously prepared Instruments of Service." (**NOTE:** Bold items are addition to the section). John O'Brien suggested the final copy show proper lineouts and X outs where required. John also suggested the Committee see the final draft before the Manager's sign off. Tim Tuell asked where the \$3,264,079 figure in section 1.1.2.5 item .1 came from. Chairman Coombs advised it is a combination of the \$2,592,411 in the bond, Library Grant Money and Small Cities ADA Grant Money. There were no other questions. Chairman Coombs advised he would get the corrections to the contract done and the final draft to the Committee. If they can turn it around quick enough a special meeting will be had to review the contract.

F. New Business

1. None
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 24, 2003 at 6:00PM in the Library Meeting Room.
4. **Adjournment:** Motion by Raymond Grasso seconded by Tim Tuell to adjourn. **All members voted in favor.** Meeting adjourned at 7:12 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