

TOWN OF NEWINGTON

TOWN HALL RENOVATION PROJECT BUILDING COMMITTEE

MINUTES

JANUARY 21, 2010

TOWN HALL LOWER LEVEL CONFERENCE ROOM L101

- I. Call to Order –The meeting was called to order at 4:00 pm.
- II. Roll Call – Members present: Chris Banach, Myra Cohen, Mike Lenares, Steve Woods and Dan Carson. Others present: Robert Korpak, Director of Facilities Management; William Collins, Superintendent of Schools; Lou Jachimowicz, Business Administrator; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Selection of Chairperson – Mrs. Chen made a motion to nominate Chris Banach as Chairperson. Second from Mr. Woods. The motion passed unanimously.
- V. Lower Level Project Status – Work is substantially complete and Newington Community Television has moved in, along with the Facilities Management and Information Systems & Technology Departments. They are fully operational. A small balance remains in the project. Mr. Korpak requested that the majority of that balance be used to remove the carpeting at the main entrance to the Lower Level and put down a better product. Mr. Woods made a motion to appropriate \$4,700 for floor resurfacing in the main entrance way. Second by Chairperson Banach. Discussion: Mr. Carson asked why this money was not being spent on multimedia equipment, namely projectors, drop screens, and smart boards, for the conference rooms, as had been discussed at an earlier meeting. There was not enough money left over to do this. The motion passed unanimously. There is unused space on the Lower Level that was not finished. Mr. Korpak has an estimate of roughly \$486,000 from the contractor who completed the most recent phase of the work, to complete the Lower Level. This is the basis for Mr. Korpak’s Capital Improvement Plan request. There was discussion about Human Services possibly being relocated to occupy the Lower Level space once the work is completed. Mr. Woods requested direction from the Town Council to the Committee as to how to proceed once the Lower Level is completed, namely piecemeal, in large segments for more rapid completion, or not at all. The short term plan is to identify a tenant for the Lower Level space to be renovated, see who fits,

move them, and then plan to renovate the vacated space. Parking is anticipated to be studied as part of the library expansion study. The gym roof needs to be replaced, not repaired, and is not part of the current budget request. As there are now new members on the Committee, the Committee will revisit the various planning scenarios presented earlier by Kaestle Boos Associates. A bid waiver would be required if the completion of the Lower Level is to be done as a Design Build project.

- VI. Consider and Take Action on Change Orders – Several minor items were approved verbally in the final stages of the project but were not formally voted on by the Committee. These five items have been combined into Change Order No. 4, totaling \$2,620.10. They are: a credit of \$2,177 for armored cable that was not required; a credit of \$1,000 for straight base pieces in lieu of rolls; \$2,636.52 for extra masonry work to construct a knee wall and infill doors; \$2,552.28 for custom corners to route piping around columns; and \$608.30 for mill work changes. Mrs. Cohen made a motion to approve Change Order number four, as presented. Second by Chairperson Banach. The motion passed unanimously.
- VII. Any Other Business Pertinent to the Committee – The next meeting will be held on February 4th at 4:00 PM.
- VIII. Public Participation – None.
- IX. Response to Public Participation – None.
- X. Adjournment – The meeting adjourned at 4:46 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services