

TOWN OF NEWINGTON

TOWN HALL RENOVATION PROJECT BUILDING COMMITTEE

MINUTES

May 18, 2009

TOWN HALL CONFERENCE ROOM 1

- I. Call to Order – Chairperson Bottalico called the meeting to order at 4:03 pm.
- II. Roll Call – Members present: Jay Bottalico, Tom Bowen, and Steve Woods. Others present: Diana McNeil, Kaestle Boos Associates; Kevin Leach, Leach Consulting Company; Robert Korpak, Director of Facilities Management; and Jeff Baron, Director of Administrative Services.
- III. Public Participation - None
- IV. Status report – Plans and specifications for the Lower Level renovations are complete. Every effort has been made to accommodate Newington Community Television’s move from the Cultural Center to Town Hall. 568 Systems has been selected to identify and label the Channel 14 cabling.
- V. Review and Take Action on Lower Level Reconstruction Plans and Specifications– The Committee reviewed the drawings prepared for the Lower Level Renovations bid. The Base Bid will include the renovations to accommodate Newington Community Television, a fan room, the building façade, and electrical plus HVAC improvements needed for this area. There will be three Alternate Bid items, for the rooms closest to Garfield Street, for outside areas, and for a Main Information Technologies Room. Mr. Woods made a motion that the Town Hall Renovations Project Building Committee accept the project plans and specifications for the Town Hall Lower Level Renovations, as presented by Kaestle Boos Associates, and present it to the Newington Town Council for approval and authorization to secure competitive bids for construction. Second by Mr. Bottalico. The motion passed unanimously.
- VI. Discuss and Take Action on Lower Level Reconstruction Project Budget – The Leach Consulting Company Construction Document Phase Estimate Summary dated May 18, 2009, was distributed. A project budget was also presented by Town Staff. The Committee directed that changes be made to the project budget to correct math errors and to address a previously insufficient project contingency, as identified by the Leach Estimate

Summary. Mr. Woods made a motion that the Town Hall Renovations Project Building Committee accept the Project Budget, as amended, and present it to the Town Council for approval. Second by Mr. Bottalico. The motion passed unanimously.

- VII. Any Other Business Pertinent to the Committee – Mr. Bowen requested that the Phasing Plan for renovations of the entire Town Hall be finalized and presented for acceptance by the Committee. It was agreed by consensus to meet again within the next few weeks to discuss the phasing plans with the Town Manager.
- VIII. Public Participation – None.
- IX. Response to Public Participation – None.
- X. Adjournment – The meeting adjourned at 5:15 pm.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services