

**Public Building Commission
Regular Meeting
Windsor Town Hall – Ludlow Room
April 26, 2005**

Draft Document – subject to approval

Present: Chairman Novak, Commissioners Alford, Gustafson, Hazelton, Alternate Commissioners Bennett and Peck (arrived at 7:08 p.m.); Laura Kahkonen, Library Director (left at 8:16 p.m.); and Darlene Whitmore, Best Joslin (left at 8:16 p.m.).

1. Call to Order

Chairman Novak called the meeting to order at 7:00 p.m.

2. Public Communications – None

7. Windsor Library Renovation and Expansion Project

Chairman Novak reported that when the light pole, adjacent to the new parking lot addition, was removed the wiring for two other poles that service the parking area was also removed. Grace Church obtained a quote by from Christmas Electric, Inc. to rewire the remaining poles.

MOTION: A motion by Commissioner Hazelton, second by Commissioner Alford to authorize an amount not to exceed \$1,500 to rewire the existing light poles in the east parking lot adjacent to the church. The motion passed 5-0-0. (Alternate Commissioner Bennett was recognized as a voting member.)

Ms. Whitmore indicated that the steel on the west addition is in place. This portion of the project is ahead of schedule. Ms. Whitmore reported that the shoring is behind schedule by approximately two weeks. However, she noted that this time could be made up prior to the steel installation.

Ms. Whitmore reviewed the critical path chart with the Commission. The plan was to have all foundations in by the end of the week. The next critical path is in three week for the erection of the steel. Ms. Whitmore reported that the demolition work is complete, asbestos removal is complete (with the exception of the Mather House), and excavation on the west side of the building is complete. (Alternate Commissioner Peck arrived)

It was reported that Barr wants to complete the project by the end of January 2006. The PBC discussed the lease that is in effect until April, 2006, operating expenses not budgeted to move in early, additional staff required to service the lower level of the library. The Commission also discussed whether the Mather House would be worked as part of the project. The concern is the amount of contingency left to complete the work. The PBC wants to wait until June to determine the status of the contingency. It was also noted that there would be an additional cost in moving and storage if the Mather House were vacated as Barr has requested.

MOTION: A motion by Commissioner Hazelton, second by Commissioner Bennett to accept Change Order #3 (PCO #5) for \$602.60 to increase masonry block from 4" to 6" and Change Order #4 (PCO #11) - \$1,715.12 for two lintels in the lower level. The motion passed 5-0-0.

MOTION: A motion by Commissioner Alford, second by Commissioner Hazelton to authorize Payment Application #2 to Barr, Inc. for \$44,251.04 for the Windsor Library Renovation Project. The motion passed 5-0-0.

The Commission discussed the format of the budget report and suggestions made by Commissioners Gustafson and Bennett. Mr. Gustafson volunteered to track the budget report. The Commission also discussed the unbudgeted utility costs and the potential energy rebate from C. L. & P. Staff was asked to check with C. L. & P. on when the rebate might be expected. After discussion, it was thought that the rebate would not be until the end of the project when the windows and lights are installed.

(Ms. Whitmore and Ms. Kahkonen left the meeting)

3. Roger Wolcott School Floor Tile Project – Project on hold

4. Clover Street School Code Upgrade – Project on hold

5. Poquonock School Office Modernization

Two punch list items still remain. Change Order #22 should be complete in the next two weeks.

6. Clover Street School Window Replacement Project

Trailers have been delivered to the site. Exterior wall panels will be prefabricated in the trailers while school is in session.

8. Facility Planning and Reuse Study – no update

9. L. P. Wilson Roof Replacement Project – no update

10. Welch Pool Renovation – Work is progressing

11. Goslee Pool Phase II Renovation – No Report

12. Milo Peck Center Improvements – No update

13. Minutes of Preceding Meetings

MOTION: A motion by Commissioner Hazelton, second by Commissioner Alford to approve the minutes of April 12, 2005 meeting as corrected. The motion passed 5-0-0.

14. Staff Reports - None

15. Adjournment

MOTION: A motion by Commissioner Bennett, second by Commissioner Hazelton and passed unanimously to adjourn the meeting at 8:22 p.m.

Respectfully submitted,

Janet M. Burke, Recording Secretary