

**Public Building Commission
Regular Meeting
Windsor Town Hall – Ludlow Room
June 14, 2005**

Draft Document – subject to approval

Present: Chairman Novak, Commissioners Gustafson, Hazelton, Johnson (arrived at 7:15 p.m.); Alternate Commissioner Bennett; Brian Funk, Public Works Director; Al Neumann, Building Superintendent; Dennis Shevel, Physical Plant Manager; and Laura Kahkonen, Library Director.

1. Call to Order

Chairman Novak called the meeting to order at 7:00 p.m. Alternate Commissioner Bennett was recognized as a voting member tonight.

2. Public Communications – None

3. Facility Planning and Reuse Study

Mr. Neumann reported that he would be working on a Request for Proposal. Mr. Auclair is going to become involved in the reuse study and planning project.

4. Roger Wolcott School Floor Tile Project

Mr. Shevel distributed a report on the school projects he is involved with.

5. Clover Street School Code Upgrade – Project on hold.

6. Poquonock School Office Modernization

There is still a punch list item that remains and the installation of the panic hardware for Change Order #22 should be completed shortly.

7. Clover Street School Window Replacement Project

MOTION: A motion by Commissioner Hazelton, second by Commissioner Gustafson to authorize payment of \$27,874.62 to Michael James Company (Application #3) for framing labor for the Clover Street School Window Replacement Project. The motion passed 4-0-0.

Mr. Shevel reported that the prefabricated walls (lower half) are completed. The contractor is anxious to get into the school to begin asbestos abatement as soon as possible.

8. L. P. Wilson Center Roof Replacement Project

Mr. Shevel reported problems with the refrigeration compressor motor windings and an electrical short. Staff feels that this is a result of metal particles entering the system when the subcontractor cut the refrigeration lines with a hacksaw. Mr. Shevel also noted that the mechanical contractor did not provide any filter-drier to protect the compressor and other sensitive components.

Mr. Shevel indicated that they could replace the compressor and decontaminate the system at a cost of \$3,900. However, it was decided to replace the entire condensing unit for a cost of \$8,775. It is his recommendation that the project pay for \$3,900 to decontaminate the lines. The school board would pay for the balance since this was an upgrade to what existed. It was felt that the \$3,900 should be held from the contractor. (Mr. Shevel left the meeting at 7:15 p.m. and Commissioner Johnson arrived)

The contractor was given the opportunity to look at the unit when it was removed from the roof, but did not.

8. Windsor Library Renovation and Expansion Project

Ms. Kahkonen shared some photographs of the recent work on site. The budget report and change order report were distributed.

Mr. Neumann reported that he gave the contractor information on the cost to move staff from the Mather House to a temporary location and back and to install T1 lines. The contractor is willing to pay the approximately \$20,000 in expenses to do this. A credit change order would be issued for these expenses.

It is anticipated that the move would be in mid-July to the train station. It was noted that RideShare will be vacating the train station and has left their modular furniture.

MOTION: A motion by Commissioner Gustafson, second by Commissioner Bennett to accept the offer from Barr, Inc. to move the library staff from the Mather House to the Train Station at no cost to the Town or the project. The motion passed 5-0-0.

Chairman Novak stated that the incentive to the Town is to get the library back earlier than stated in the contract.

Mr. Neumann reported that the project is slightly behind at this point. He will bring a schedule for review at the next meeting. The steelwork on the east side has not yet started and the brick has been moved into place. It was noted that a slate roof will be installed on all sloped roof areas and the "seaplast" system will be used on the flat sections.

Ms. Kahkonen reported that they are currently working on the furniture needs of the new space. The Commission discussed what had originally been taken out of the project. Mr. Neumann indicated that the landscaping is minimal and there is a question of the underground sprinkler system repairs. Ms. Kahkonen indicated that one item that was removed was the security system. Mr. Neumann is looking at a town-wide system.

The Commission questioned how moving in early would affect the architect's fee. Would there be a reduction from Best Joslin? Mr. Neumann will talk to the architect about this. (Ms. Kahkonen left the meeting at 8:00 p.m.)

It was suggested that the next meeting be held at the Train Station.

10. Welch Pool Renovation

Mr. Neumann reported that the pool liner has been installed, the pump has been started and the inspection is this Thursday. There is still some caulking to be done. New lighting was installed in the bathhouse. Painting and other renovations will be done in the fall or winter.

It was reported that 90% of the decking was replaced.

11.Milo Peck Center Improvements – No Action

12.Minutes of Preceding Meetings

MOTION: A motion by Commissioner Hazelton, second by Commissioner Johnson to approve the minutes of the May 10, 2005 meeting as submitted. The motion passed 5-0-0.

MOTION: A motion by commissioner Gustafson, second by Commissioner Bennett to approve the minutes of May 24, 2005 as submitted. The motion passed 5-0-0.

13.Staff Reports

MOTION: A motion by commissioner Gustafson, second by Commissioner Johnson to authorize payment of \$2,978 to Independent Materials Testing for the Windsor Public Library concrete and rebar testing. The motion passed 5-0-0.

Mr. Neumann reported that several project have been closed out during the passed year: Goslee Pool Renovation with a balance of \$24,120; Poquonock School Asbestos Removal – balance \$55,089; and J.F. Kennedy Floor Tile Abatement – balance \$176,288.

Mr. Neumann reported that an architect from Tariffville has been selected for the Public Safety Complex Study. It is anticipated that the final report will give several options, which the PBC asked to review prior to being sent to the Town Council. It was felt that if the PBC were involved from the beginning, there would be fewer problems later.

Mr. Neumann reported that a Request for Proposal for the Hayden Station Fire Station should go out shortly.

14.Adjournment

MOTION: A motion by Commissioner Johnson, second by Commissioner Bennett and passed unanimously to adjourn the meeting at 8:37.p.m.

Respectfully submitted,

Janet M. Burke, Recording Secretary