

Public Building Commission
Regular Meeting
Windsor Town Hall – Rose Room
April 10, 2007

Present: Chairman Novak, Commissioners Alford, Gustafson, Hazelton, and Johnson.

Also Present: Brian Funk, Public Works Director (arrived at 7:35 p.m.).

1. **Call To Order** - Chairman Novak called the meeting to order at 7:03 p.m.
2. **Public Communications – None**
3. **Facility Planning and Reuse Study – No Update**
4. **Windsor Library Renovation and Expansion Project**

The Budget Report was distributed for review. It was noted the \$5,136 listed in the budget was a request from Library staff, which the Commission will consider after the vibration problem and the heating issue at the Mather House are complete.

MOTION: A motion by Commissioner Gustafson, second by Commissioner Alford to authorize payment of \$255 to New England Communications Systems for telephone work associated with the paging system. The motion passed 5-0-0.

MOTION: A motion by Commissioner Alford, second by Commissioner Hazelton to authorize payment to L.E. Whitford Co. in the amount of \$30.50 for duplicate keys. The motion passed 5-0-0.

It was reported that the contractors are working on the paging system and the security cameras. Commissioner Johnson asked when the project will be considered complete. Once the two issues are complete, the balance can be paid to Barr. It was noted Mr. Neumann needs to waiting for the end of the heating system in order to drain the system and run the air conditioning to duplicate the vibration problem.

The Commission discussed the close out of the project and the additional parking spaces. The Commission also discussed the potential project opposite the railroad tracks that could provide additional parking and a possible walkway over the tracks.

5. **Poquonock School Roof Replacement Project**

It was reported staff is working on a Request for Proposal for the design of the project. Commissioner Gustafson noted a news item regarding a school that installed solar panels on the entire side of the roof and money that was reimbursed from the State. A discussion on possible grants from the Connecticut Energy Fund continued.

6. **Welch Pool Renovation**

The bathroom partitions will be installed now the contractor is back in town. Chairman Novak voiced concern that the pool will open and the partitions will not be installed. Chairman Novak also asked about the awning for the lifeguards. The Commission would like to complete this project before the pool opens for the season.

7. **Milo Peck Center Improvements**

Commissioner Gustafson believes the Town Council appropriated additional funds for the next phase of this project.

8. Public Works Complex Roof Replacement

Money has been appropriated for design. Mr. Neumann is working on a Request for Proposal for this project.

9. Minutes of Preceding Meetings

MOTION: A motion by Commissioner Johnson, second by Commissioner Hazelton to approve the March 27, 2007 minutes, as submitted. The motion passed 5-0-0.

10. Staff Reports

The Commission discussed holding only one meeting per month until some of the upcoming projects become more active.

MOTION: A motion by Commissioner Alford, second by Commissioner Johnson to cancel the May 8, 2007 Public Building Commission meeting. The motion passed 5-0-0.

(Mr. Funk arrived.)

MOTION: A motion by Commissioner Gustafson, second by Commissioner Hazelton to cancel the June 26, 2007 meeting of the Public Building Commission. The motion passed 5-0-0.

Mr. Funk reported he just attended the Town Planning & Zoning Commission approved the Capitol Improvement Program for FY 2008-2013 as submitted. There was a brief discussion with the PBC regarding the projects exceeding the 8% goal in some of the "out" years.

It was noted the Hayden Station Fire House is scheduled for construction in FY 2008 and the design money will have to be requested from the Town Council for the design during this fiscal year. Funding for the next phase of the Milo Peck Center Improvements will also be requested of the Town Council for the south roof and exterior steps. Mr. Neumann is working on a Request for Proposal for this project as well.

Mr. Funk informed the Commission that another future project is the conversion of the heating system at the Poquonock School in FY 2008. It was noted the All-day kindergarten and the senior center are not currently scheduled for consideration in the CIP.

11. Adjournment

MOTION: A motion by Commissioner Gustafson, second by Commissioner Johnson to adjourn the meeting at 7:55 p.m. The motion passed unanimously.

Respectfully submitted,

Janet M. Burke
Recording Secretary

These minutes were approved by the Public Building Commission at their April 24, 2007 meeting.