

PUBLIC BUILDING COMMISSION

September 13, 2016

7:00 P.M.

Ludlow Room

Windsor Town Hall

APPROVED MINUTES

Present: Chairman Bob Gustafson; Commissioners: Lee Alford, Rick Hazelton, Rusty Peck, Alternate Jim Bennett

Also Present: Whit Przech, Building and Facilities Manager; Bob Jarvis, Town Engineer/Interim Director of Public Works, George Greco, Windsor Board of Education; Roy Gagnon, Colliers International, Kevin Deneen, O'Malley, Deneen, Leary, Messina, & Oswecki.

1. **Call to Order:** Chairman Gustafson called the meeting to order at 7:00 pm. The Chairman noted Alternate Jim Bennett will be active member this evening.
2. **Remarks of the Chairman:** Chairman Gustafson requested that agenda item 7 be moved to 3 a.

Motion: A motion was made by Commissioner Rusty Peck to move agenda item 7 Clover Street School HVAC Project to 3 a. Preceding the Animal Shelter Project. Second by Commissioner Jim Bennett. Motion carries 5-0-0.

3. **Public Communications:** None.

3 a. Clover Street HVAC Replacement Project - 9385

Mr. Przech stated on pages 13 – 20 of tonight's packet contains the commissioning report prepared by Roy Gagnon of Colliers International. Mr. Przech introduced Roy Gagnon to the Commission. Mr. Gagnon presented and explained the report details to the Commission. A question and answer discussion with Mr. Gagnon followed his presentation.

Motion: A motion was made by Commissioner Rusty Peck for the Commission to go into executive session to discuss pending claims and litigation. Executive Session to include town attorney and town staff. Seconded by Commissioner Jim Bennett. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Rusty Peck to include town attorney and town staff in Executive Session. Seconded by Commissioner Lee Alford. Motion carries 5 – 0 – 0.

Commission returned from Executive Session at 7:48 pm.

Motion: A motion was made by Commissioner Rusty Peck to move agenda item 12 WHS Fire Doors Replacement Project to precede Animal Shelter Project as Item 3 b. Seconded by Commissioner Rick Hazelton. Motion carries 5 – 0 – 0.

3 b. Windsor High School Fire Alarm and Doors Replacement Project – 9468

Mr. Przech provided an update to the towns contract agreement with the door Contractor Keltra Construction Service. The town has utilized all means to contact Keltra but has not been able to for the past six weeks. Keltra's subcontractor did remove the 38 doors to be replaced in mid-July but has not returned to the site nor has town staff been able to contact them. School was scheduled to open on August 30, 2016. Windsor Fire Marshal requested the removed fire doors be installed or the High School building would not be allowed to open. Town staff and a new contractor reinstalled the 38 doors on August 24, 2016. As of today town staff still has not been able to contact Keltra. A discussion by commission members with town attorney followed. The delay of the installation of fire doors has delayed Siemens from completing their contracted work for fire alarm system replacement.

Motion: A motion was made by Commissioner Rusty Peck to go into Executive Session to discuss pending claims and litigation regarding the existing contract With Keltra Construction. Seconded by Jim Bennett. Motion carries 5 – 0 – 0.

Commission returns from Executive Session at 8:10 pm.

Motion: A motion was made by Commissioner Rusty Peck that following due diligence performance by town staff to ascertain the qualifications and capability of Keltra Construction and pursuant to the bid process, the contract was awarded. As a result of performance abandonment, move to remove Keltra Construction from the WHS Fire Alarm and Fire Door Replacement Project due

to nonperformance abandoning the project. Seconded by Commissioner Rick Hazelton. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Rusty Peck to hire McKinney Construction LLC to install the fire doors at WHS Project # 9468 and to authorize town staff to negotiate price pursuant to their original bid. McKinney Construction was selected as next responsible bidder. Motion seconded by Commissioner Lee Alford. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Rick Hazelton to pay invoice # 1. to Windsor Public Schools in the amount of \$713.25 for overtime incurred rehanging the fire doors at Windsor High School. Seconded by Jim Bennett. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Lee Alford to pay invoice # 2758-16 from McKinney Construction LLC for the emergency work at Windsor High School rehanging fire doors. Seconded by Commissioner Rick Hazelton. The entire cost of of this invoice is recoverable through litigation. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Rusty Peck to pay invoice from Siemens for WHS Fire Alarm System replacement in the amount of \$125,000.00. Seconded by Jim Bennett. Motion carries 5 – 0 – 0.

4. Animal Shelter Relocation Project – 9395:

Mr. Przech stated the site drawings are being presented to the TPZ this evening. Bob Jarvis reported staff received 8-24 referral fir the sidewalks and site plan was approved. Russell Dawson has reported the draft construction drawings will be ready for Commission review at the next scheduled PBC meeting.

5. Public Safety Complex Concept Design Study – 9911:

Mr. Przech stated there are no new updates to report.

6. Clover Street School Partial School Roof Replacement Design– 9469

Mr. Przech stated there are no updates to report.

7. L.P. Wilson Restroom EOS Showers Project – 9432:

Mr. Przech stated due to the abatement complications caused by the plumber the project is two weeks behind schedule. Demolition is completed.

Photographs denoting the demolition and existing work progress. The boys locker side passed sanitized line pressure test. Commissioner Rick Hazelton questioned if the contractor can pick up the two weeks in the schedule. Mr. Przech stated the contractor has stated he will by working weekends and later hours. Commissioner Rusty Peck questioned whether if the new laws regarding transgender will have an effect on the current project designs. Mr. Przech stated this question will be forwarded to the project architect for their review.

Motion: A motion was made by Commissioner Rick Hazelton to pay invoice # 7591 from HazPros for \$5,900.00 for asbestos abatement at LP Wilson. Seconded by Commissioner Rusty Peck. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Rusty Peck to pay TRC Lockbox regarding environmental services in the amount of \$3,698.75. Seconded by Commissioner Jim Bennett. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Jim Bennett to pay Gill & Gill for invoice # 16-268 in the amount of \$712.50. Seconded by Commissioner Lee Alford. Motion carries 5 – 0 - 0.

Motion: A motion was made by Commissioner Rusty Peck to pay application for payment #2 from Pelletier Construction Company in the amount of \$55,954.05. Seconded by Commissioner Rick Hazelton. Motion carries 5 – 0 – 0.

8. Town Hall Interior Renovations Phase Two – 9470

Mr. Przech stated that the contractor now expects to start on the first week of October. A brief review and discussion of the project schedule, how it is to be scheduled occurred.

9. Landfill Scale Office Renovation Project

Mr. Przech stated the landfill office building siding and roof replacement portion of the project is complete. The next and last portion of this project is replacement of the HVAC equipment. He has met with EZIQC rep to review this next portion of project.

Motion: A motion was made by Commissioner Rick Hazelton to pay invoice #910-11 from Millennium Builders, Inc. in the amount of \$125,253.51 for the landfill office building. Seconded by Commissioner Lee Alford. Motion carries 5 – 0 - 0.

10. HVAC, Electrical and Energy Project – 9457:

Mr. Przech stated the contractor has completed most of the interior and exterior light fixtures. We expect it to be finished by end of September.

11. Staff Reports: Mr. Przech distributed a meeting schedule for 2017 for the Commissioners review. A copy of the firms that attended the walkthrough for Oliver Ellsworth Elementary HVAC Design was reviewed.

12. Minutes of Preceding Meetings:

Motion: A motion was made by Commissioner Jim Bennett to approve the minutes from the Special Meeting dated August 16, 2016. Second by Commissioner Lee Alford. Motion carries 3 - 0 - 2.

Motion: A motion was made by Commissioner Rusty Peck to approve the minutes from the Special Meeting dated September 6, 2016. Seconded by Commissioner Jim Bennett. Motion carries 4 – 0 – 1.

13. Adjournment: Motion: A motion was made by Commissioner Rusty Peck to adjourn the meeting at 9:40 pm. Second by Commissioner Lee Alford. Motion carries 5 – 0 - 0.