

PUBLIC BUILDING COMMISSION

December 13, 2016

7:00 P.M.

Senior Lounge

LP Wilson Community Center

APPROVED MINUTES

Present: Commissioners: Lee Alford, Rick Hazelton, Gary Johnson, Rusty Peck,
Alternate Jim Bennett

Also Present: Whit Przech, Building and Facilities Manager; Peter Sousa, Windsor
Town Manager, George Greco, Windsor Board of Education.

1. **Call to Order:** Commissioner Rick Hazelton called the meeting to order at 7:00 pm.

Motion: A motion was made by Commissioner Rusty Peck that the Commission appoint Commissioner Rick Hazelton as the Chairman Pro Tem for this regular meeting of the Public Building Commission on December 13, 2016. Seconded by Lee Alford. Motion carries 5 – 0 – 0.

Chairman Rick Hazelton noted Alternate Jim Bennett will be active member this evening.

2. **Remarks of the Chairman:** None.
3. **Public Communications:** No public comments.
4. **Animal Shelter Relocation Project - 9395**
Mr. Przech stated the architects will deliver the final drawings as approved by the PBC with their changes next week. The drawings will be reviewed by town staff and PBC members at its next meeting. Then the drawings will be sent to the state for their review. Mr. Przech stated the intent is to bid project this winter with construction to begin early spring 2017.

5. Public Safety Complex Design Study – 9911

Town Manager Peter Souza updated the Commission on project progress, design consideration, and potential phasing of project. The Commissioners and Town Manager discussed components of the project and potential scheduling.

6. Clover Street School Partial Roof Replacement Design – 9469

Mr. Przech stated the architect has completed all of the documents for state funding requirements. This project will be bided in February 2017.

7. Clover Street School HVAC Replacement Project – 9385

Mr. Przech stated a letter from town attorney to B & G Mechanical is included in this evenings packet. Commissioner Gary Johnson questioned if any Communications with the contractor have taken place. Mr. Przech replied no. Mr. Przech presented invoices from Environmental Services Company for payment approval. The first invoice is in the amount of \$6,650.00 and the invoice is in the amount of \$22,000.00.

George Greco provided an update on ESC work on repairing the DDC Controls. Commissioner Lee Alford questioned if any hardware had to be purchased. Mr. Przech stated yes some additional components had been purchased.

Motion: A motion was made by Commissioner Rusty Peck to approve invoice # 1179688 in the amount of \$6,650.00 from ESC. Seconded by Commissioner By Commissioner Gary Johnson. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Lee Alford to approve invoice # 1179690 in the amount of \$22,000.00 from ESC. Seconded by Commissioner Jim Bennett. Motion carries 5 – 0 – 0.

8. LP Wilson Restroom EOS Showers Project - 9432

The Commission toured the renovated Men's and Women's restroom areas to assess construction progress to date. Mr. Przech presented application for payment number five for phase one from Pelletier Construction Management in the amount of \$257,905.90. Mr. Przech presented application for payment number four phase one from Pelletier Construction Management in the amount of \$93,617.75. Mr. Przech presented payment application number three phase Two in the amount of \$6,081.90. Mr. Przech presented change order number three from Pelletier Construction Management in the amount of \$5,906.45.

Mr. Przech presented invoice 16-330 from Gill & Gill Architects LLC in the amount of \$712.50.

Motion: A motion was made by Commissioner Rusty Peck to approve application payment number five phase one in the amount of \$257,905.90 to Pelletier Construction Management. Seconded by Commissioner Lee Alford. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Jim Bennett to approve application payment number three phase two in the amount of \$6,081.90 from Pelletier Construction Management for LP Wilson Community Center restroom project. Seconded by Commissioner Lee Alford. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Rusty Peck to approve change order number three from Pelletier Construction Management in the amount of \$5,906.45. Seconded by Commissioner Lee Alford. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Rusty Peck to approve invoice 16-330 from Gill & Gill Architects LLC in the amount of \$712.50. Seconded by Commissioner Gary Johnson. Motion carries 5 - 0 - 0.

9. Town Hall Interior Renovation Phase Two - 9470

Mr. Przech stated the project is 75% completed. After this week the contractor will be moving to second shift for three weeks to work Town Clerks Department and Tax Department. We expect this project to be completed in Mid- January.

Mr. Przech presented payment application number two in the amount of \$101,200.00 from McKinney Construction Company. Mr. Przech presented Change order number one in the amount of \$28,000.00. This would be for Replacing ceiling tiles on first floor in selected areas.

Motion: A motion was made by Commissioner Jim Bennett to approve payment To McKinney Construction in the amount of \$101,200.00 payment application two. Seconded by Commissioner Lee Alford. Motion carries 5 – 0 – 0.

Motion: A motion was made by Commissioner Lee Alford to approve change order number one in the amount of \$28,000.00. Seconded by Gary Johnson. Motion carries 5 – 0 – 0.

10. Landfill Office Renovation Project

Mr. Przech presented a proposal from The Gordian Group of the eziQC Process to replace all of the windows in the landfill office building in the amount of \$26,226.58.

Motion: A motion was made by Commissioner Jim Bennet to accept the proposal from the Gordian Group in the amount of \$26,226.58 for Landfill building replacement building. Seconded by Commissioner Rusty Peck. Motion carries 5 – 0 – 0.

11. HVAC, Electrical and Energy Project - 9457

Mr. Przech stated the original scope of the LED lighting project for the Town Hall is completed. Mr. Przech presented an invoice from Facility Solutions Group in the amount of \$109,412.70.

Motion: A motion was made by Commissioner Rusty Peck to approve the invoice number 39806 from Facility Solutions Group in the amount of \$109,412.70. Seconded by Gary Johnson. Motion carries 5 – 0 – 0.

12. Windsor High School Fire Alarm and Doors Replacement Project – 9468:

George Greco stated Siemens is finishing the connection of the new fire doors to the main fire alarm system. Mr. Greco expects all work to be completed by December 31, 2016.

13. Oliver Ellsworth Elementary School HVAC Design

Mr. Przech stated the engineering firm has stated draft drawings will be available For review in mid-January.

14. Staff Reports – George Greco requested the Poquonock Elementary School Window replacement project be placed back on the Commissions agenda. This Project will be redesigned with a different type of window to reduce costs but maintain energy efficiencies. Commissioner Jim Bennett will be attending the CIP Committee meetings on the Public Building Commissions behalf.

15. Minutes of Preceding Meetings:

Motion: A motion was made by Commissioner Rusty Peck to approve the minutes from the Meeting dated November 8, 2016. Second by Commissioner Gary Johnson. Motion carries 5 - 0 - 0.

16. Adjournment: Motion: A motion was made by Commissioner Gary Johnson to Adjourn the meeting at 8:41 pm. Seconded by Commissioner Rusty Peck. Motion carries 5 – 0 – 0.