



**TOWN OF WINDSOR, CONNECTICUT
PUBLIC BUILDING COMMISSION**

September 8, 2020
3:00 P.M.
Windsor Town Hall
Virtual Meeting



APPROVED MINUTES

Present: Chairman Rick Hazelton, Commissioners; Gary Johnson, Jim Bennett, Lee Alford alternate members George Roebelen, George Bolduc and Commissioner Rusty Peck as an alternate member.

Absent: Commissioner Rusty Peck

Also Present: : Gary Dowgewicz, Assistant Building and Facilities Manager; Bob Jarvis Director of DPW & Town Engineer, Freddie Khericha of Kaestle Boos Associates , Jim Russo of J.R. Russo LLC - Clerk of the Works,

Item #1. Call to Order - Chairman Rick Hazelton called the meeting to order at 3:02 pm. Chairman Rick Hazelton stated that the Alternate member George Bolduc will be a voting member this afternoon.

Item #2. Remarks of the Chairman – None

Item #3. Public Communications – None

Item #4. Police Station Construction Additions & Renovations Project – 9911

Motion: Commissioner Jim Bennett moves to approve payment on Invoice #18009.01-19 to Kaestle Boos Associates for the Construction Administration close out at the Windsor Police Station project through August 31, 2020 in the amount of \$20,373.31. Seconded by Commissioner Leon Alford.

Motion passes: 5-0-0

Jim Russo went over the Proposal Change Order Logs and stated as follows: #69 - he finished the hardware revisions, #70 - reduced pressure on 4 valves, #71 - did the electrical surge suppression, #72 - have not yet finished the concrete stairs and walkway, #73 - in the process of raising the front signage, #74 – add a speaker at the door, #75 – added additional signage, #76 – electrical relocations related FEE conflicts, #77 – fire alarm device removals, #78 – install sally port smoke detectors, #79 – Added misc. exterior door pulls/plates and #80 – connect the electric to the ice machine and added cameras.

Motion: Commissioner Leon Alford moves to approve payment on PCO # 69 thru #70 with the exception of PCO #72 to J.R. Russo, LLC for the Windsor Police Station project in the amount of \$56,238.41. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to approve payment on Final Invoice #2019-7-14 to J.R Russo, LLC for Project Manager Services at the Windsor Police Station project in the amount of \$6,961.50. Seconded by alternate voting member George Bolduc.

Motion passes: 5-0-0

Motion: Commissioner Leon Alford moves to approve payment on Quote #23115 dated August 24, 2020 to Three-Way Communications for the Intercom Interface at the entrance for the bondsman area at the Windsor Police Station project in the amount of \$1,600.00. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Item #5. Fire & EMS Additions & Renovations Design Project - 9912

Freddie Khericha stated that CT DOT requested that an Off-site Drainage Analysis be done on this project which has been completed.

Jim Russo gave a look ahead on this project which is that the site survey has been completed. The installation of the security fencing, the removal of the trees has begun. Construction site setup. The delivery of the construction trailers and the contractors are mobilized at this point. The transformer pad has been installed. In this month of September the big mile stone here will be the installation of the new temporary generator and activate the transformer pad as soon as possible.

Motion: Commissioner Jim Bennett moves to approve payment on Invoice #18009.02-12 to Kaestle Boos Associates for Construction Administration at the Fire & EMS Renovation project in the amount of \$9,825.19. Seconded by alternate voting member George Bolduc.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to approve payment on Invoice #18009.05-1 dated August 28, 2020 to Kaestle Boos Associates for Off-site Drainage Analysis in the amount of \$2,618.00. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to approve payment on Invoice #2020-5-2 to J.R Russo, LLC for professional services rendered at the Fire & EMS Renovation project in the amount of \$2,783.00. Seconded by Commissioner Leon Alford.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to approve payment on Invoice #JC32582 to Kinsley Power Systems for a temporary generator at the Fire & EMS Renovation project in the amount of \$28,700.00. Seconded by alternate voting member George Bolduc.
Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve payment on Invoice #RI2192009 dated August 15, 2020 to The Eagle Leasing Company for the rental of storage trailers and accessories dated from 08/11/20 to 09/07/20 at the Fire & EMS Renovation project in the amount of \$766.00. Seconded by alternate voting member George Bolduc

Motion passes: 5-0-0

Motion: Commissioner Leon Alford moves to approve partial payment on Invoice #20-184 to D'Agata Granite & Bronze for the removal & storage of the existing monuments at the Fire & EMS Renovation project in the amount of 2,600.00. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Item #6. DPW Building Renovation Design Project – 9505

Motion: Commissioner Gary Johnson moves to approve payment on Application #APPL003 to Sarazin General Contractors for the DPW Building Renovation project in the amount of \$218,670.88. Seconded by alternate voting member George Bolduc.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to approve Change Request #10 to Sarazin General Contractors for the Trap Primers in the restrooms at the DPW Building Renovation project in the amount for \$3,693.96. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Alternate voting member George Bolduc moves to approve Change Request #14 to Sarazin General Contractors for cabinets and sink in the cafeteria at the DPW Building Renovation project in the amount of \$6,499.80. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to accept the Change Request Credit #16 from Sarazin General Contractors from markup percentages on Change Request Orders #10,11,13,14 and 15 on the DPW Building Renovation project in the amount of (-\$506.00). Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve Change Request #15 from Sarazin General Contractors for additional work in the Administration area at the DPW Building Renovation project in the amount of \$7,012.70 which includes the credit of (-\$178.00). Seconded by alternate voting member George Bolduc.

Motion passes: 5-0-0

Motion: Alternate voting member George Bolduc moves to approve payment on Invoice #9262 to HazPros Inc. for additional asbestos abatement work at the DPW Building Renovation project in the amount of \$27,650.00. Seconded by Commissioner Leon Alford.

Motion passes: 5-0-0

Item #7. Sage Park Middle School Roof Design Project – 9506

No updates to report

Item #8. Poquonock Fire Station Roof Design Project – 9518

No Updates to report

Motion: Commissioner Leon Alford moves to approve payment on an Invoice dated August 31, 2020 to Hibbard & Rosa Architects, LLC for professional architectural services rendered at the Poquonock Fire Station Roof Design project in the amount of \$1,440.00. Seconded by alternate voting member George Bolduc.

Motion passes: 5-0-0

Item #9 Wilson Fire Station HVAC Design Project – 9517

No Updates to report

Item #10. Sage Park Middle School Alternative Energy & HVAC Efficiency Upgrade Project – 9519

No updates to report

Item #11. North West Park Barn Renovations Project – 9522

Motion: Commissioner Jim Bennett moves to approve Payment Request #002 to Tancreti Construction, LLC for exterior work done on Barn #6 (Animal Barn) at the North West Park Barn Renovation project in the amount of \$3,000.00. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Motion: Alternate voting member George Bolduc moves to approve payment on Payment Request 002 dated September 1, 2020 to Tancreti Construction, LLC for exterior paint work on Barn #7 (warming shed barn) at the North West Park Barn Renovation project in the amount of \$13,500.00. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Item #12. Staff Reports –

Bob Jarvis stated that he would like to make the Committee aware that there is an open house, ribbon cutting and dedication ceremony at the new Police Station located on 110 Addison Road at 9:30 a.m. Saturday, September 26, 2020. Certainly he would like all of the Public Building Commission members, as many as possible, to attend.

Chairman Rick Hazelton thanks Mr. Jarvis for that information.

Item #13. Motions & Minutes of Preceding Meeting(s):

Motion: Commissioner Gary Johnson moves to accept the meeting minutes from August 18, 2020. Seconded by Commissioner Jim Bennett.

Motion carries 5 – 0 – 0

Item #16. Adjournment: Commissioner Leon Alford moves to adjourn at 4:01 p.m. Seconded by Commissioner Gary Johnson.

Adjournment is at 4:01 p.m.

Respectfully submitted,

Karla Leroux
Recording Secretary