



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

**November 10, 2020**  
4:00 P.M.  
Windsor Town Hall  
Virtual Meeting



**APPROVED MINUTES**

**Present:** Chairman Rick Hazelton, Commissioners; Gary Johnson, Rusty Peck, Jim Bennett, Lee Alford, alternates George Roebelen and George Bolduc.

**Absent:** All present

**Also Present:** : Whit Przech, Building and Facilities Manager; Gary Dowgewicz, Assistant Building and Facilities Manager, Freddie Khericha of Kaestle Boos Associates, Jim Russo of J.R. Russo LLC - Clerk of the Works, John Pauliot of RZ Design Associates.

**Item #1. Call to Order** - Chairman Rick Hazelton called the meeting to order at 4:07 pm.

**Item #2. Remarks of the Chairman** – None

**Item #3. Public Communications** – None

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

Whit gave a follow-up on the HVAC unit, that he held a meeting at the location and discussed the RTU-1 and a couple other issues. The ALS has been working on them as well as the mechanical contractor. For the last 5 days the unit has been operating well. As of now it is operating as expected, but he will keep watching it. At the meeting he gave an ultimatum, if it's not repaired in 30 days he would like to see some major changes, may have a lemon with that roof top unit. It seems to be a control issue between the ALS and the carrier getting the controls sequenced properly. John Pauliot did mention that the unit did come preprogrammed which they are resolving.

**Motion:** Commissioner Gary Johnson moves to approve payment on Invoice #18009-01.21 dated October 30, 2020 to Kaestle Boos Associates for professional services rendered at the Windsor Police Station project in the amount of \$3,675.00. Seconded by Commissioner Rusty Peck.

**Motion passes 5-0-0**

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

Jim Russo discussed that the ASI Log has added ASI #13 for remedial anchor bolt layout issues. There was a sketch issued by their Structural Engineer for corrective work by the General Contractor. It has since been closed and there will not be any additional costs the owner for the sketch. Regarding the PCO Log, at the last meeting we approved exterior drainage revisions, a vehicle exhaust system and vehicle undercarriage wash systems. After

the job was awarded the MDC reviewed all the site piping and they basically upgraded almost every pipe on the site. He negotiated the pricing with the General Contractor.

John Pauliot stated that the Fire & EMS wanted a Vehicle Exhaust System put in with 5 hook-ups in the Fire apparatus bays and 5 hook-ups in the EMS bays. He has talked with air cleaning specialists. They suggested the drive thru system instead a back-up exhaust system, which is needed in the Fire apparatus bays and a back-up exhaust system in the EMS apparatus bays.

John mentioned that installing a Vehicle Undercarriage Wash System would be beneficial to the Town to wash the vehicles after calls especially in the winter months with the snow and salt.

Jim Russo gave a 4 week look ahead. The General contractor is focusing the completion of the foundation wall along the perimeter. Also the interior walls getting the first pour. The interior demo is still progressing. The underground plumbing is 50% finished. The structural steel will be delivered to the site on or about November 25<sup>th</sup> and they are hoping to start the installation then.

Jim Russo stated that there is a new Forman on site with Tilcon Construction as the new concrete supplier.

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice #18009.02-14 dated October 30, 2020 to Kaestle Boos Associates for Construction Administrative Services at the Fire & EMS Stations Additions and Renovations Design project in the amount of \$9,825.19. Seconded by Commissioner Jim Bennett.

**Motion passes 5-0-0**

**Motion:** Commissioner Lee Alford moves to approve payment on Invoice #20022002, Requisition #02 dated 10/31/2020 to PAC Group, LLC for the Fire & EMS Stations Additions and Renovations Design project in the amount of \$524,528.66. Seconded by Commissioner Jim Bennett.

**Motion passes 5-0-0**

**Motion:** Commissioner Jim Bennett moves to approve payment of Invoice #8247155 to Willscot for trailer rentals at the Fire & EMS Additions and Renovations Design project in the amount of \$1,056.54. Seconded by Commissioner Lee Alford.

**Motion passes 5-0-0**

**Motion:** Commissioner Lee Alford moves to approve payment on Invoice #TSMT8101 to Tri-State Materials Testing Lab, LLC for concrete compression testing and re-bar inspections at the Fire & EMS Additions and Renovations Design project in the amount of \$873.00. Seconded by Commissioner Gary Johnson.

**Motion passes 5-0-0**

**Motion:** Commissioner Jim Bennett moves to approve payment on PCO #10 to PAC Group, LLC for changes to the Exterior Drainage System at the Fire & EMS Additions and Renovations Design project in the amount of \$8,841.00. Seconded by Commissioner Rusty Peck.

**Motion passes 5-0-0**

**Motion:** Commissioner Rusty Peck moves to approve payment on PCO #16 to PAC Group, LLC for the Rail Vehicle Exhaust System Assy. at the Fire & EMS Additions and Renovations Design project in the amount of \$17,967.44. Seconded by Commissioner Jim Bennett.

**Motion passes 5-0-0**

**Motion:** Commissioner Lee Alford moves to approve payment on PCO #17 to PAC Group, LLC for a Vehicle Undercarriage Wash System at the Fire & EMS Additions and Renovations Design project in the amount of \$7,581.00. Seconded by Commissioner Jim Bennett.

**Motion passes 5-0-0**

**Motion:** Commissioner Gary Johnson moves to approve payment on PCO #18 to PAC Group, LLC for Electrical upgrade at the Fire & EMS Additions and Renovations Design project in the amount of "NOT TO EXCEED" \$620.96. Seconded by Commissioner Rusty Peck.

**Motion passes: 5-0-0**

**Motion:** Commissioner Rusty Peck moves to approve payment on PCO #20 to PAC Group, LLC for upsizing the piping for the sprinkler system on the EMS side at the Fire & EMS Additions and Renovation Design project in the amount of "NOT TO EXCEED" \$13,020.00. Seconded by Commissioner Jim Bennett.

**Motion passes 5-0-0**

**Motion:** Commissioner Lee Alford moves to approve payment on PCO #21 to PAC Group, LLC for a heavy duty upper exterior training window at the Fire & EMS Additions and Renovations Design project in the amount of "NOT TO EXCEED" \$9,692.13. Seconded by Commissioner Jim Bennett.

**Motion passes 5-0-0**

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice 2020-5-4 to J.R. Russo, LLC for professional services rendered at the Fire & EMS Additions and Renovations Design project in the amount of \$17,273.55. Seconded by Commissioner Gary Johnson.

**Motion passes 5-0-0**

**Item #6. DPW Building Renovation Design Project – 9505**

Whit stated that they are working on the final punch list. The last item for the General Contractor to work on is the Lockers. They are on site and started installing them. After that he will have a final punch list walk thru with the Architect and the General Contractor on site and this project should be completed.

**Motion:** Commissioner Rusty Peck moves to approve payment on Application #005 dated 10/31/2020 to Sarazin General Contractors, Inc. for the DPW Building Renovation Design project in the amount of \$53,947.96. Seconded by Commissioner Jim Bennett.

**Motion passes 5-0-0**

**Motion:** Commissioner Lee Alford moves to approve Application #04 dated 09/30/2020 to Sarazin General Contractors, Inc. for the DPW Building Renovation Design project in the amount of \$152,996.54. Seconded by Commissioner Jim Bennett.

**Motion passes 5-0-0**

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

None

**Item #8 Wilson Fire Station HVAC Design Project – 9517**

Whit stated that the new Air Handling unit has been installed and is operating under temporary controls. The insulation of the new DDC Control are about 90% complete. The ceiling grid has been put back in place. The sheet rock ceiling going to the attic into the lounge has been sealed off and repaired. The sub-contract is finishing up the ceiling in the hallway and the lounge. The lights will be set in place next. All that is left is to get the controls complete and the project will be finished. This project is moving along well. Depending on the weather the HVAC unit will be tested in the next week or two. Whit stated that the General contractor SK Mechanical has been good. Their sub-contractors have been very good. It has been a smoothly run project.

**Motion:** Commissioner Jim Bennett moves to approve payment on Application #03 dated 10/31/2020 to SK Mechanical, LLC for the Wilson Fire Station HVAC Design project in the amount of \$91,551.50. Seconded by Commissioner Rusty Peck.

**Motion passes 5-0-0**

**Item #9. Sage Park Middle School Alternative Energy & HVAC Efficiency Upgrade Project – 9519**

None

**Item #10. North West Park Barn Renovations Project – 9522**

Whit stated that this project is 100% complete and he's waiting for their final Application for payment from Tancreti. He is hoping to have that for the December meeting. Whit stated he is also negotiating Change orders for the extra work they did on replacing the entire rotted seal around that last barn which was the animal Barn.

**Item #11 Staff Reports –**

Whit stated that the Town Council did approve funding for new Vehicle Exhaust Systems in the Poquonock Fire Station and the Wilson Fire Station. Paul Goldberg has been already project managing this. He has the Contractors lined up as well as the costs set up. The Town Council did put the funding authorization for payments in the authority of the Public Building Commission.

**Item #12. Motions & Minutes of Preceding Meeting(s):**

**Motion:** Commissioner Lee Alford moves to accept the meeting minutes for October 27, 2020. Seconded by Commissioner Jim Bennett.

**Motion passes 5-0-0**

**Item #13. Adjournment:**

Commissioner Rusty Peck moves to adjourn at 5:00pm. Seconded by Commissioner Gary Johnson.

Respectfully submitted,

Karla Leroux  
Recording Secretary