



**WINDSOR, CONNECTICUT  
PUBLIC BUILDING COMMISSION**

**April 13, 2021**  
4:00 P.M.  
Virtual Meeting



**APPROVED MINUTES**

**In accordance with Gov. Lamont's Executive Order No7B, this meeting was held via Zoom teleconferencing.**

**Public Building Commission Members Present and Attending Remotely:** Chairman Rick Hazelton, Deputy Chairman Gary Johnson, Commissioners Rusty Peck, Jim Bennett, Lee Alford, alternates George Roebelen and George Bolduc.

**Public Building Commission Members Absent:** All members were present.

**Also Present and Attending Remotely:** Whit Przech, Building and Facilities Manager; Gary Dowgiewicz, Assistant Building and Facilities Manager, Freddie Khericha of Kaestle Boos Associates, Jim Russo of J.R. Russo LLC - Clerk of the Works, Paul Goldberg, Town Fire Department Administrator.

**Item #1. Call to Order** - Chairman Rick Hazelton called the meeting to order at 4:00 pm.

**Item #2. Remarks of the Chairman** – The next PBC meeting will at the Fire & EMS Station Project at 4:00pm located at 340 Bloomfield Ave. on April 27, 2021.

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

**Item #4. Fire & EMS Additions & Renovations Design Project - 9912**

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice #18009.02-19 to Kaestle Boos Assoc. for Construction Administrative Services thru March 30, 2021 at the Fire & EMS Stations Additions & Renovations Design project Phase #3 in the amount of \$9,825.19. Seconded by Commissioner Gary Johnson.

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

**Motion:** Commissioner Jim Bennett moves to approve payment on Invoice #2002207 Requisition 07 dated March 31, 2021 to PAC Group LLC for work performed at the Fire & EMS Stations Additions & Renovations Design project in the amount of \$897,038.41. Seconded by Commissioner Rusty Peck.

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

Jim Russo gave a quick look ahead for this project as follows. PCO #49 has been pulled from this project. Adding PCO #50, which is to add additional tile in the 2 main bathrooms. The storm lights are still be installed, they should be finished by the end of the week. The framing of the walls is substantially done. The MEPS overhead roughing is ongoing. Sheet rocking of the walls is up and taping of phase 2 is completed. Installing the front window should be completed this

week. Ceiling grid will start next week. Bathroom tiling will be done next week. The remainder of the CMU walls are complete. Installing the trench drains is on schedule. Installing radiant heat tubing starting next week. Regarding the ASI Log the drawing for the roof edge clarification is closed. Column covers in the watch room, the drawings were issued in which there may be some additional cost there. The light fixtures in WP 2 controls have no additional cost there. The condensate drains in the shared mechanical room should be no additional cost but waiting on PAC Group for that.

**Motion:** Commissioner Gary Johnson moves to approve payment on PCO #46 to PAC Group LLC for connecting ½” airline feed to the existing air horn tanks at the Fire & EMS Stations Additions & Renovations Design project in the amount of \$575.93. Seconded by Commissioner Rusty Peck.

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

**Motion:** Commissioner Lee Alford moves to approve payment on PCO #47 to PAC Group LLC for the removal of existing duct bank at the Fire & EMS Stations Additions & Renovations Design project in the amount of \$601.19. Seconded by Commissioner Jim Bennett.

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

**Motion:** Commissioner Rusty Peck moves to approve payment on PCO #48 to PAC Group LLC for mechanical room masonry repair and misc. hole patching at the Fire & EMS Stations Additions & Renovations Design project in the amount of \$1,014.30. Seconded by Commissioner Lee Alford.

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

**Motion:** Commissioner Jim Bennett moves to approve payment on PCO #50 to PAC Group LLC for adding ceramic tile in the 2 main bathrooms phase 2 at the Fire & EMS Station Additions & Renovations Design project in the amount of \$2,274.12. Seconded by Commissioner Lee Alford.

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

The Commissioners would like any changes that are brought to the Commission the evening of the meetings, they would like to wait to vote on them at the next meeting or have them available for review earlier in the day. Commissioner Jim Bennett would like a standard policy document for specific changes that they face month to month, that dictate how the change orders are handled. In order to vote they should have access to at least an electronic copy on the change order prior to the meeting. The morning of the meeting or even the afternoon of the meeting. It will eliminate any doubt on these changes. Commissioner Rusty Peck would also like these changes to be noted on the Agenda prior, under the “Remarks of the Chairman”. The Commission is all in agreement. So noted.

**Motion:** Commissioner Rusty Peck moves to confirm payment on Quote #MBFK252 to CDW-G for the installation of public Wi-Fi and IT equipment at the Fire & EMS Stations Additions & Renovations Design project in the amount of \$19,159.51. Seconded by Commissioner Lee Alford.

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

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice #2020-5-9 dated 03/30/21 to J.R. Russo, LLC for Professional Services rendered and reimbursable costs for the month of March 2021 at the Fire & EMS Stations Additions & Renovations Design project in the amount of \$18,051.38. Seconded by Commissioner Jim Bennett.

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

**Motion:** Commissioner Lee Alford moves to approve payment on Invoice #TSMT8501 dated 03/22/21 to Tri-State Materials Testing Lab, LLC for masonry inspection services dated 03/04/21 – 03/15/21 at the Fire & EMS Stations Additions & Renovations Design project in the amount of \$1,1618.00. Seconded by Commissioner Rusty Peck.

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

**Motion:** Commissioner Lee Alford moves to approve the proposal from Mid-State Mason Contractors, Inc dated March 29, 2021 for chimney repointing at the Fire & EMS Stations Additions & Renovations Design project in the amount of \$8,900.00. Seconded by Commissioner Rusty Peck.

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

**Item #5. Sage Park Middle School Roof Construction Design Project – 9506**

Whit stated that he received 6 bids for this project. The low bidder was Silktown Roofing. We used them for the roofing project on Addison Rd and he recommends that we use them for this project. They have done other projects in Town as well. Whit stated he will go the Town Council for funding.

**Motion:** Commissioner Gary Johnson moves to award the Sage Park Middle School Roof Construction project to Silktown Roofing for \$1,432,000.00. Seconded by Commissioner Rusty Peck.

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

**Item #6. Sage Park Middle School Alternative Energy & HVAC Efficiency Upgrade Project – 9519**

Whit stated that the Board of Education would like to add natural gas to the roof top units that they are replacing. He would like to put this on hold. Adding the heat exchanges to the roof top units almost doubles in weight and the architects Salamone & Associates are checking the existing roof bindings if it can support the additional weight. Also, checking the existing gas meter, to see if it is large enough for this and the cost of the units. He would like to table the Invoice from Action Air Systems, Inc. at this time for review. The Commission agrees.

Whit stated that Building Material Inspection is needed at this project and asks the Commission to approve this estimate as “NOT TO EXCEED” the amount. May not even use this but just in case it is needed.

**Motion:** Commissioner Jim Bennett moves to approve payment on Invoice #I17299 dated 3/30/21 to Salamone & Associates, P.C. for Construction Administration at the Sage Park Middle School Alternative Energy & HVAC Efficiency Upgrades project in the amount of \$2,280.00. Seconded by Commissioner Lee Alford.

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

**Motion:** Commissioner Lee Alford moves to accept the proposal from Fuss & O'Neill dated January 28, 2021 for Building Material Inspection at the Sage Park Middle School Alternative Energy & HVAC Efficiency Upgrades project in the amount of "NOT TO EXCEED" \$22,745.00. Seconded by Commissioner Jim Bennett.

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

**Item #7. Fire Station Vehicle Exhaust Systems – 9529**

Whit stated that both projects are completed and would like the Commission to close out this project. One at the Wilson Volunteer Fire Department and the other at the Windsor Fire Department.

**Motion:** Commissioner Jim Bennett moves to approve payment on Invoice #38775 dated 3/9/21 to Air Cleaning Specialists of New England, LLC for the installation of the exhaust hoses at the Wilson Volunteer Fire Department on 50 Pine Ln. in the amount of \$38,900.00. Seconded by Commissioner Rusty Peck.

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

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice #38811 dated 3/22/21 to Air Cleaning Specialists of New England, LLC for the installation of the exhaust hoses at the Windsor Fire Department on 1575 Poquonock Ave. in the amount of \$57,370.00. Seconded by Commissioner Jim Bennett.

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

Commissioner Lee Alford mentioned that the Chief at the Windsor Fire Department on 1575 Poquonock Ave. has concerns with the workmanship. The Commission would like to wait on the final payment at this Fire Department.

**Motion:** Commissioner Rusty Peck moves to withdraw the motion to accept Invoice #38811. Seconded by Commissioner Jim Bennett.

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

**Item #8. Aquatic Facilities Improvements Design – 9536**

Whit stated that he has a meeting scheduled with the design team. He stated that this is a winter project.

**Item #9. Milo Peck School HVAC Efficiency Upgrades Design – 9538**

Whit stated that Gary Dowgiewicz will be the project manager on this project.

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice #117303 dated 3/30/21 to Salamone & Associates, P.C. for schematic design services at the Milo Peck School HVAC Efficiency Upgrades project in the amount of \$5,950.00. Seconded by Commissioner Jim Bennett.

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

**Item #10. LP Wilson Boiler Room Project – 9533**

No updated to report.

**Motion:** Commissioner Gary Johnson moves to approve payment on Appli. #1 dated 3/31/21 to Air Temp Mechanical Services for Equipment Engineering Fees at the L.P. Wilson Boiler Room project in the amount of \$51,960.00. Seconded by Commissioner Rusty Peck.

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

**Item 11. Windsor High School HVAC Replacement – 9539**

Whit stated that the Contractor has placed the order for the new roof top units. This project also has a rebate for this project of \$500,000.00

**Item #12 Staff Reports –**

Whit stated that regarding the Solar, the Town signed an agreement with Con Ed for solar panel installation at the Police Station, Poquonock Fire Station and 340 Bloomfield Ave.

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

**Motion:** Commissioner Rusty Peck moves to accept the draft minutes as written from the March 23, 2021 meeting. Seconded by Commissioner Gary Johnson.

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

**Item #14. Adjournment:**

**Motion:** Commissioner Rusty Peck moves to adjourn at 5:18pm. Seconded by Commissioner Lee Alford

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

Respectfully submitted,

Karla Leroux  
Public Building Commission Recording Secretary