



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

**October 26, 2021**

6:30pm

**MILO PECK SCHOOL**

114 Palisado Avenue



**APPROVED MINUTES**

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

**Public Building Commission Members Absent:** Alternate George Bolduc.

**Also Present:** Peter Souza, Town Manager; Whit Przech, Building and Facilities Manager; Gary Dowgiewicz-Facilities Maintenance Manager; Paul Goldberg, Windsor Fire Department Administrator; Freddie Khericha of Kaestle Boos Associates; Jim Russo of J.R. Russo LLC - Clerk of the Works; Sherman Taylor of Salamone & Associates; Jennifer Bretas, Public Building Commission Recording Secretary.

**Item #1. Call to Order**

Chairman Rick Hazelton called the meeting to order at 6:30pm.

**Item #2. Remarks of the Chairman**

No remarks, accept to make a motion to agree on the schedule for the Public Building Meetings for next year, 2022.

**Motion:** Commissioner Jim Bennett moves to approve the new calendar year 2022 for the Public Building Meetings to be held. Seconded by Commissioner Rusty Peck.

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

**Item #3. Public Communications**

None

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

**Motion:** Commissioner Gary Johnson moves to approve Application for Payment on Invoice # 2002213, Requisition #13, dated 9/30/21, to PAC Group, LLC for work performed at the Fire & EMS Stations Additions & Renovations Project in the amount of \$521,876.91. Seconded by Commissioner Rusty Peck.

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

Jim Russo went over the Punch List of things that are almost completed, all the revisions that have been made and remaining items that are waiting for approval.

**Motion:** Commissioner Gary Johnson moves to approve Change Request # 89, dated 10/6/21, to PAC Group, LLC for the addition of 7 new room signs and the reinstallation of 2 existing signs due to room repurposing at the Fire & EMS Stations Additions & Renovations Project in the amount of \$661.25. Seconded by Commissioner Rusty Peck.

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

**Motion:** Commissioner Jim Bennett moves to approve Revised Change Request #90, dated 10/1/21, to PAC Group, LLC for adding a fan and diffuser to rooms B118 and 119, which entails, cutting the exterior of the structure and installing a fan to blow hot air out of the building at the Fire & EMS Stations Additions & Renovations Project in the amount of \$8,830.40. Seconded by Commissioner Rusty Peck.

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

**Motion:** Commissioner Rusty Peck moves to approve Change Request #91, dated 10/14/21, to PAC Group, LLC to replace and switch locksets on doors A149, A154, A156, A163, A187 and B106 to passage sets at the Fire & EMS Stations Additions & Renovations Project in the amount of \$4,561.55. Seconded by Commissioner Lee Alford.

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

**Motion:** Commissioner Lee Alford moves to approve Change Request #92, dated 10/18/21, to PAC Group, LLC for the installation of 4 new EXIT signs per the request of the Fire Marshall at the Fire & EMS Stations Additions & Renovations Project in the amount of \$2,514.98. Seconded by Commissioner Jim Bennett.

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

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice #R2019Z-299-17, dated 10/1/21, to Horizon Engineering Associates, LLP for Professional Engineering Services at the Fire & EMS Stations Additions & Renovations Project, in the amount of \$5,618.00. Seconded by Commissioner Rusty Peck. Seconded by Commissioner Gary Johnson.

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

**Motion:** Commissioner Gary Johnson moves to accept Proposal, dated 10/20/21 to Environmental Systems Corporation for the installation and programming of 10 new NEC sV9100 phones, 1 Clear One ip conference phone, Program the system to control 4 door release contacts (front entry, 2 lobby doors and 1 rear door) on the Windsor EMS Paging Project at the Fire & EMS Stations Additions & Renovations Project, in the amount of \$6,989.37. Seconded by Commissioner Jim Bennett.

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

**Motion:** Commissioner Rusty Peck moves to approve payment on Change Order #3, Quote #B-21-0017.R1, Telecommunications Wiring & Cabling Contract #17PSX0217, dated 10/8/2021, to Northeastern Communications LLC for additional electrical work done at the Fire & EMS Stations Additions & Renovations Project in the amount of \$8,612.25. Seconded by Commissioner Jim Bennett.

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

When asked about the completion of the asphalt surrounding the new complex, it was stated that it should be completed by Thanksgiving. It was suggested that December's meeting would be held at the new Fire/EMS Facility at 4pm, so we can walk around while it's still light outside.

**Item #5. Sage Park Middle School Roof Design Project – 9506/9540**

Whit gave a brief update on the progress at the Sage Middle School Roof Design Project, stating that it looks good.

**Item #6. Sage Park Middle School HVAC Efficiency Upgrades Project – 9519/9542**

Nothing new to state at this time. Everything is running well.

**Item #7. Aquatic Facilities Improvements Design – 9536**

**Motion:** Commissioner Lee Alford moves to approve payment on Project #ENG21-0185, Invoice #10210334, dated 10/19/21, from Weston & Sampson Engineers, Inc. for Schematic Design work performed at the Aquatic Facilities Improvements Design in the amount of \$15,600.00. Seconded by Commissioner Gary Johnson.

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

**Item #8. LP Wilson Boiler Room Project – 9533**

Mr. Whit Przech stated that this project has been completed and rebates from Eversource have been received.

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

**Motion:** Commissioner Rusty Peck moves to approve the Contract Documents and Construction of the HVAC Efficiency Upgrades at Milo Peck School. Seconded by Commissioner Lee Alford.

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

**Item #10. Windsor High School HVAC Replacement – 9539**

**Motion:** Commissioner Jim Bennett moves to approve payment for Application #4, dated 10/15/21, to Air Temp Mechanical Services for work performed at the Windsor High School HVAC Replacement Project in the amount of \$31,350.00. Seconded by Commissioner Rusty Peck.

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

Back to the Milo Peck School HVAC Replacement Design Project – 9538

Mr. Sherman Taylor of Salamone & Associates gave a presentation and provided the Commission schematic designs and construction documents for this project that is to begin in the year 2022, Spring/Summer.

**Item #11 Staff Reports**

**Motion:** Commissioner Lee Alford moves to approve December 14<sup>th</sup>, 2021 meeting to be held at the finished Fire/EMS Building, 340 Bloomfield Avenue at 4pm instead of 6:30pm, for a walk around the grounds, before the meeting. Seconded by Commissioner Rusty Peck.

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

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

**Motion:** Commissioner Lee Alford moves to approve the draft minutes as written from the September 14, 2021 meeting. Seconded by Commissioner Gary Johnson.

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

**Item #13. Adjournment:**

**Motion:** Commissioner Rusty Peck moves to adjourn at 7:30pm. Seconded by Commissioner Gary Johnson.

After the meeting we toured the Milo Peck School and Mr. Sherman Taylor pointed out what is going to be replaced and upgraded in the HVAC Efficiency Upgrades Project that were shown to us in the Construction Drawings during the meeting.

Respectfully submitted,

Jennifer Bretas  
Public Building Commission Recording Secretary

