



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

June 28, 2022 at 6:30 PM

TOWN HALL – Ludlow Room - 275 Broad Street.

Hybrid Meeting – Via Zoom and In-person

APPROVED MEETING MINUTES

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

Public Building Commission Members Absent: Chairman Rick Hazelton, Alternate George Bolduc.

Also Present: Gary Dowgewicz – Facilities Maintenance Manager, Jennifer Bretas – Public Building Commission Recording Secretary, Paul Goldberg - Windsor Fire Department Administrator, Jim Russo of J.R. Russo LLC - Clerk of the Works.

Item #1. Call to Order

Deputy Chairman Gary Johnson called the meeting to order at 6:30pm.

Item #2. Remarks of the Chairman

Gary Johnson will be the Chairman for this meeting because Rick Hazelton is still out of the country.

There are four Commissioners and one Alternate present. Alternate George Roebelen will be a voting member for this evening's meeting.

Item #3. Public Communications

There are none.

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

There is nothing new to report. Jim Russo is still working on obtaining the updated warranty booklet, it's still not 100% done and he is still waiting on some of the partial lien waivers that reflect the 2.5% retainage that will not be release until full completion. The construction phase of the job is done, just need completion of the paperwork for the closeout. The PAC Group are dragging their feet on all this.

The PAC Group had to remobilize so they sent, what looks to be, an estimate on travel, food and lodging expenses. The PBC are still waiting on receipts with the actual numbers before paying this bill. This payment motion will be tabled for yet another meeting.

It is in progress for the final cost to remedy the heating and cooling problem in the hallway and laundry room, so there is nothing new to report on that.

Item #5. O'Brien Field House Evaluations, Engineering, Design

Nothing new to report.

Item #6. Clover Street School Restrooms Improvements Design – 9552

Nothing new to report.

Item #7. LP Wilson Community Center BOE Restroom Improvements Design – 9553

Nothing new to report.

Both Restroom projects from Russell Dawson will be presented to the PBC for review and approval at a future meeting.

Item #8. Sage Park Middle School HVAC Efficiency Upgrades Project – 9519/9542

The supply chain issues are becoming a problem for this project and others. Sav-Mor have installed about 40 or so classroom units, but are still waiting on 20 units which should be delivered by September 1st, 2022, along with all the exterior equipment. So the work going on now is they have templates for hanging everything, so they are putting all the support rods in, running conduit for power, running the control wiring, and refrigerate lines to get things ready for install when the equipment arrives. The exterior pads will be installed next month along with installing the vents, so when school starts in the fall, the majority of the work to be completed will be on the outside of the building.

Whit had a brief conversation with the Architect, Joe Salamone, about starting cleaning up drawings for Phase III, which is in the CIP for next summer because of the supply chain issues. The Salamone & Associates Proposal for the approval of Phase III will be tabled until the next meeting in July.

Motion: Commissioner Jim Bennett moves to approve payment on Invoice #13943, Job #220029-000, Requisition #003, dated 6/22/22 to Sav-Mor Cooling & Heating, Inc. for work performed at the Sage Park Middle School HVAC Phase II Renovation Project in the amount of \$210,662.50. Seconded by Lee Alford.

Motion passes: 5-0-0

Item #9. Aquatic Facilities Improvements Design – 9536

Nothing new to report.

Item #10. Milo Peck School HVAC Replacement Project – 9538

This is under way. By September, the report of the cost benefit analysis on their new design, alternative energy, all electric energy, no natural gas, vs. their original design which is in place already should be completed and ready for discussion.

In the interim, a parent has donated air purifiers for the classrooms just to keep fresh air in the rooms. The Health Department is involved to make sure these units will work.

Item #11. Clover Street Elementary School Roof Replacement Design – 9549

Nothing is new.

The construction drawing should be completed before the July meet, where the completed project will be presented to the PBC for review.

Item #12. 330 Windsor Ave. Community Center HVAC Improvements Design – 9550

Motion: Commissioner Rusty Peck moves to accept the Invoice from Nathan LeDuc, Purchase Order #22307, dated 06/20/2022, in the amount of \$2000.00 for materials to be used on the 330 Windsor Ave. Community Center HVAC Improvements Design. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

This purchase was approved by Whit.

This next proposal is for the installation of the Automated Logistic Building Management System so the building conditions can be regulated much more accurately and hopefully realize some energy savings as well. It will control and monitor the building and text alerts if anything is wrong or need attention, more efficiently. This is pretty much standard in all the upgrading of the town buildings.

Motion: Commissioner Lee Alford moves to accept the Proposal from Automated Logic for work to be performed at the 330 Windsor Ave. Community Center HVAC Improvements Design, dated 06/20/2022, Quote # 22-04512, in the amount of \$21,194.00. Seconded by Voting Alternate George Roebelen.

Motion passes: 5-0-0

Item #13. LP Wilson Community Center HVAC Improvements Design – 9551

Nothing to report.

Item #14. LP Wilson Social Services Project – 9545

Gary Dowgewicz – Facilities Maintenance Manager has been placed in charge of this project. The hazardous material abatement is going to begin on July 11, 2022, which includes the asbestos floor tiling in, what use to be, the nurses office up by the Seniors Center and also some pipe elbows in the, what will eventually be, the Social Services new office. This work is expected to take roughly a week to complete. After that the contractor, Frank Zaino, said he will be starting immediately following their clearances and completion. Frank Zaino is going to start working on July 7th or 8th, there are two bathrooms, one is getting removed and one is being renovated, so he is going to bring in his plumbers to remove fixtures. In the nurses office there is an old cabinet that there could be some asbestos floor tiling underneath, so he will be removing that and doing some other work just to get a head start on some of the other parts of the project.

Gary Dowgewicz is meeting with the sprinkler contractor, because there are some sprinkler modifications taking place in the building with the renovation of the Social Services area which is right now the Seniors Lounge.

The turnaround time for the HVAC is somewhere between 10 – 12 weeks. The other large wait time would be the new vestibule that's going to be added to the outside of the back south portion of the building for the entrance to that space, that's out about 14 week wait. McKinney Construction has been asked to do the add on to this project for the removal of the existing flooring and installation of new flooring from the Senior Fitness Center, so they are looking for approval for this work from the PBC.

Motion: Commissioner Rusty Peck moves to accept the Proposal from McKinney Construction for the current quote of \$18,500.00, dated 06/13/2022 for the removal and installation of flooring at the LP Wilson Social Services Project.

Seconded by Commissioner Lee Alford.

With further discussion, it was decided that this quote proposal from McKinney Construction would be withdrawn and tabled until next month's meeting to better understand where the PBC stand on the procurement side of this, so Commissioner Rusty Peck withdrew his motion and Commissioner Lee Alford withdrew his second.

Item #15. Staff Reports

The old hallway lighting in the Town Hall has been upgraded to LED just this past week. The rest of the building was done years ago, but at the time these fixtures, which are architectural in nature, and was a difficult process at the time to figure out what could fit in them, well technology has evolved and came across some products that can fit into these fixtures, so this was done with some left over LED funds.

Item #16. Motions & Minutes of Preceding Meeting(s):

Motion: Commissioner Rusty Peck moves to approve the Minutes from the 6/14/22 Meeting. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Item #17. Adjournment:

Motion: Commissioner Rusty Peck moves to adjourn at 7:15pm. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Respectfully submitted,

Jennifer Bretas
Public Building Commission Recording Secretary