



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

September 27, 2022 at 6:30 PM

TOWN HALL – Ludlow Room - 275 Broad Street.

Hybrid Meeting – Via Zoom and In-person

DRAFT MEETING MINUTES

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

Public Building Commission Member Absent: Alternate George Roebelen.

Also Present: Peter Souza – Town Manager, Whit Przech – Building and Facilities Manager, Gary Dowgiewicz – Facilities Maintenance Manager, Olivia LaBroad – Public Building Commission Recording Secretary, Paul Goldberg – Windsor Fire Department Administrator, Freddie Khericha, Paul Dominov and Luke McCoy – Kaestle Boos Associates, Chuck Waterfield – Windsor Board of Education, Jim Russo of J.R. Russo LLC - Clerk of the Works, Joe Salamone, Sherman Taylor and Kaj – Salamone and Associates, Jason Harvey – Sav-Mor Cooling Heating, Inc.

Item #1. Call to Order

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

Item #2. Remarks of the Chairman

George Roebelen is not present for tonight's meeting. There are five Commissioners present at tonight's voting meeting.

Item #3. Public Communications

There are none

Item #4. Clover Street School Restrooms Improvement Design – 9552

Motion: Commissioner Jim Bennett moves to approve payment on Invoice #21131-i1, dated 09/19/22 to Russell and Dawson Inc., in the amount of \$12,000.00 for design and development phase for the Restroom Renovations at Clover Elementary School. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Item #5. LP Wilson Community Center BOE Restroom Improvements Design – 9553

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #21132-i1, dated 09/16/22 to Russell and Dawson Inc., in the amount of \$6,250.00 for design and development phase for the BOE Restroom Renovations at LP Wilson Community Center. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Item #6. Milo Peck School HVAC Replacement Project – 9538

The staff will be reaching out to Salamone and Associates to see if they have any questions or remarks and have them meet in October.

Item #7. LP Wilson Community Center HVAC Improvements Design – 9551

The town staff will be going out to bid.

Item #8. Aquatic Facilities Improvements Design – 9536

Town staff is advertising the date and looking to bid out in the next 30 days and are hoping to start the project in April.

Item #9. Clover Street Elementary School Roof Replacement Design – 9549

There are no updates at this time as this project is on hold.

Item #10. Fire & EMS Stations Additions & Renovations Project – 9912

Motion: Commissioner Jim Bennett moves to approve payment on Invoice #2002221, dated 06/30/22 to PAC Group in the amount of \$15,000.00 for retainage at Fire and EMS Stations Additions and Renovations Project. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to close the Fire and EMS Stations Additions and Renovations Project. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck reinstated the Fire and EMS Stations Additions and Renovations Project for Invoice #5480, dated 08/29/22 to Air Temp Mechanical Services Inc., in the amount of \$58,000.00 for additional work. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to close Fire and EMS Stations Additions and Renovations Project-9912. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Item #11. Sage Park Middle School HVAC Efficiency Upgrades Project – 9519/9542

The interior units are to be shipped out Friday and the exterior units are to be shipped out the end of October. The change orders will sit until next meeting. Jim Russo is still waiting on prices.

Motion: Commissioner Rusty Peck moves to approve payment on Change Order Proposal #2, dated 09/07/22 to Sav-Mor Cooling Heating, Inc., in the amount to not exceed \$52,805.50 for new Trane equipment for Sage Park Middle School HVAC Efficiency Upgrades Project. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Item #12. O'Brien Field House Evaluations Engineering Feasibility Study – 9546

Kaestle Boos Associates presented drawings. There will be more renovations added to the drawings.

Item #13. 330 Windsor Ave. Community Center HVAC Improvements Design – 9550

Motion: Commissioner Rusty Peck moves to approve payment on Application #002, dated 09/20/22 to Action Air Systems, Inc. in the amount of \$49,542.50 for 330 Windsor Ave. Community Center HVAC Improvements Project. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to approve payment on Change Order #220062-0601, dated 08/17/22 to Action Air Systems, Inc. in the amount of \$6,900.00 for design change in moving of rooftop unit for 330 Windsor Ave. Community Center HVAC Improvements Project. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Item #14. LP Wilson Social Services Project – 9545

The delivery of the furniture will be in mid-November. Transfer Enterprises requested and 50% deposit to hold the furniture because of the delay.

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #TEIO12424, dated 07/13/22 to Transfer Enterprises requesting a 50% deposit in the amount of \$8,394.57 to hold the furniture for LP Wilson Social Services Relocation Construction Project. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Item #15. Sage Park Middle School Partial Roof Replacement Design

Motion: Commissioner Lee Alford moves to award project design in the amount of \$24,500.00 to Hubbard and Rosa Architects for Sage Park School Roof Replacement Design. Seconded by Jim Bennett

Motion passes: 5-0-0

Item #16. Poquonock Elementary School Partial Roof Replacement Design

Motion: Commissioner Rusty Peck moves to award project design in the amount of \$17,200.00 to Hubbard and Rosa Architects for Poquonock School Roof Replacement Design. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Item #17. Staff Reports

There are no staff reports.

Item #18. Motions & Minutes of Preceding Meeting(s):

Motion: Commissioner Rusty Peck moves to approve the Minutes from the 09/13/22. Seconded by the Voting Alternate George Bolduc.

Motion passes: 5-0-0

Item #19. Adjournment:

Motion: Commissioner Rusty Peck moves to adjourn at 7:59 p.m. Seconded by Jim Bennett.

Motion passes: 5-0-0

Respectfully submitted,

Olivia LaBroad
Public Building Commission Recording Secretary