



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

September 13, 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, Alternates George Bolduc.

**Public Building Commission Member Absent:** Chairman Rick Hazelton and Alternate George Roebelen.

**Also Present:** Gary Dowgewicz – Facilities Maintenance Manager, Olivia LaBroad – Public Building Commission Recording Secretary, Bob Jarvis – Director of Public Works and Town Engineer, Paul Goldberg – Windsor Fire Department Administrator, Paul Norris – Department of Recreation, Chuck Waterfield – Windsor Board of Education, Jim Russo of J.R. Russo LLC - Clerk of the Works, Utkarsh Patil – VP of Operations and Andrew Thompson – Architectural Designer of Russel and Dawson.

**Item #1. Call to Order**

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

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

Rick Hazelton and George Roebelen are not present for tonight's meeting. There are four Commissioners and one Alternate present at tonight's meeting. Alternate George Bolduc will be voting for tonight's meeting.

**Item #3. Public Communications**

There are none

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

Russell and Dawson presented their blueprints. At this time the BOE staff are waiting on construction cost and a time frame so that they can approve the plans to bid.

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

No updates at this time.

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

The general contractor has not received any more HVAC equipment. Met onsite with the general contractor. They are waiting to hear back from the general contractor for proposed changes in cost.

**Motion:** Commissioner Jim Bennett moves to approve payment on application #4, dated 08/31/22 to J.R. Russo, LLC Construction Managers/ Contract Administrators in the amount of \$4,125.00 for the HVAC modification at Sage Park Middle School HVAC Efficiency Upgrades Project. Seconded by Commissioner Rusty Peck.

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

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice #0243693, dated 08/19/22 to Fuss & O'Neill, Inc., for Supplemental Hazmat Inspection, Management, and

Oversight at Sage Park Middle School HVAC Renovations. Seconded by Commissioner Lee Alford.

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

**Item #7. Milo Peck School HVAC Replacement Project – 9538**

Salamone and Associates are waiting for an estimate from Eversource.

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice #117604, dated 08/29/22 to Salamone and Associates, P.C. in the amount of \$1,582.50 for Professional Engineering Services at Milo Peck HVAC Replacement Project. Seconded by Commissioner Jim Bennett.

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

**Item #8. LP Wilson Community Center HVAC Improvements Design – 9551**

Still working on drawings, 80% complete with 20% left.

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice #22-0838, dated 08/01/22 to Silver/ Petrucelli + Associates in the amount of \$20,271.00 for Professional Services at LP Wilson Community Center HVAC Upgrades. Seconded by Commissioner Lee Alford.

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

**Item #9. Aquatic Facilities Improvements Design – 9536**

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

**Motion:** Commissioner Lee Alford moves to approve the final plans, with the approval from the Building Department, for the Goslee pool at Aquatic Facilities Improvements Design. Seconded by Commissioner Rusty Peck.

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

**Item #10. Clover Street Elementary School Roof Replacement Design – 9549**

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

**Item #11. Fire & EMS Stations Additions & Renovations Project – 9912**

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

**Motion:** Commissioner Jim Bennett moves to approve payment on Invoice #2020-5-25, dated 08/10/22 to J.R. Russo, LLC in the amount of \$574.75 for Owners Project Managers Services Final Invoice at 340 Bloomfield Ave at Fire & EMS Stations Additions & Renovations Project. Seconded by Commissioner Rusty Peck.

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

**Motion:** Commissioner Lee Alford moves to approve payment on Invoice #2002221, dated 06/30/22 to PAC Group LLC in the amount of \$276,269.43 with holding \$15,000.00 for a payment of \$261,269.43 for Construction at 340 Bloomfield Ave at Fire & EMS Stations Additions & Renovations Project. Seconded by Commissioner Jim Bennett.

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

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

No updates at this time.

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

There are no ship dates for the units at this time.

**Motion:** Commissioner Rusty Peck moves to approve payment on PO# 22260, dated 08/08/22 to AutomatedLogic in the amount of \$13,300.71 for Windsor Community Center Gym Controls at 330 Windsor Ave. Community Center HVAC Improvements Design. Seconded by Commissioner Lee Alford.

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

**Motion:** Commissioner Rusty Peck moves to approve payment on Application #1, dated 08/31/22 to Action Air Systems, Inc. in the amount of \$12,445.00 for Contract for 330 Windsor Ave. at 330 Windsor Ave. Community Center HVAC Improvements Design. Seconded by Commissioner Lee Alford.

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

**Item #14. LP Wilson Social Services Project – 9545**

The new senior lounge has been completed.

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice# 0243832, dated 08/25/22 to Fuss & O'Neill, Inc. in the amount of \$8,238.25 for LP Wilson, 501 Matianuck Ave Limited Hazardous Materials Inspection, Project Monitoring at LP Wilson Social Services Project. Seconded by Commissioner Jim Bennett.

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

**Motion:** Commissioner Lee Alford moves to approve payment on Application #3, dated 08/31/22 PO 22319 to Frank Zaino & Associates Inc. in the amount of \$34,209.43 for progress payment for LP Wilson, 599 Matianuck Ave at LP Wilson Social Services Project. Seconded by Commissioner Rusty Peck.

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

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

Whit and Gary are going over bids for the project.

**Item #16. Poquonock Elementary School Partial Roof Replacement Design**

Whit and Gary are going over bids for the project.

**Item #17. Staff Reports**

There was an email from Whit looking for someone to go to the Town Council Meeting on Monday but Bob Jarvis did not think it was critical for attendance.

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

**Motion:** Commissioner Rusty Peck moves to approve the Minutes from the 08/09/22. Seconded by Commissioner Jim Bennett.

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

**Item #19. Adjournment:**

**Motion:** Commissioner Rusty Peck moves to adjourn at 8:00 p.m. Seconded by Jim Bennett.

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

Respectfully submitted,

Olivia LaBroad  
Public Building Commission Recording Secretary