



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

November 8, 2022 at 6:30 PM

TOWN HALL – Rose Room - 275 Broad Street.

Hybrid Meeting – Via Zoom and In-person

APPROVED MEETING MINUTES

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

Public Building Commission Member Absent: Deputy Chairman Gary Johnson,

Also Present: Whit Przech – Building and Facilities Manager, Olivia LaBroad – Public Building Commission Recording Secretary, Jim Russo of J.R. Russo LLC – Construction Manager/ Owners Representative.

Item #1. Call to Order

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

Item #2. Remarks of the Chairman

Gary Johnson is not present for tonight's meeting. There are four Commissioners and two Alternates present. Alternate George Bolduc will be voting member at tonight's meeting.

Chairman Rick Hazelton thanked everyone for last meeting's discussion regarding the Milo Peck HVAC replacement project.

Item #3. Public Communications

There are none

Item #4. O'Brien Field House Evaluations Engineering Feasibility Study – 9546

Kaestle Boos Associates will complete study in the next three weeks and present it at next meeting. They will be meeting with the BOE one more time.

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #22019.00-2, dated 10/31/22 to Kaestle Boos Associates, Inc. in the amount of \$6250.00 for Professional Services for the O'Brien Field House Evaluations Engineering Feasibility Study. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Item #5. Aquatic Facilities Improvements Design – 9536

There are no updates at this time as bids are due November 17.

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #12210253, dated 12/8/21 to Weston and Sampson Engineers, Inc. in the amount of \$12,800.00 for

Professional Services for Phase B- Design Development for the Welch and Goslee Pool Upgrades. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve payment on Invoice #6220412, dated 6/14/22 to Weston and Sampson Engineers, Inc. in the amount of \$67,600.00 for Professional Services for Phase C- Construction Documents for the Welch and Goslee Pool Upgrades. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Item #6. Clover Street Elementary School Roof Replacement Design – 9549

There are no updates at this time as this project is in place for 2026.

Motion: Commissioner Lee Alford moves to take project 9549 off the agenda until the time gets closer. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Item #7. Sage Park Middle School HVAC Efficiency Upgrades Project – 9519/9542

Contractors were present for bid for Phase 3. The bids are due November 22. All interior units have arrived but one. The exterior units have been shipped. The work will resume on November 14 and then stop in mid-December with it resuming in June.

Motion: Commissioner Rusty Peck moves to approve payment on Invoice I17642, dated 11/2/22 to Salamone and Associates, P.C. in the amount of \$2,280.00 for Construction Administration Phase 2 for Sage Park Middle School HVAC Efficiency Upgrades Project. Seconded by Alternate George Bolduc.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve payment on Application #6, dated 10/31/22 to J.R. Russo, LLC in the amount of \$4,000.00 for HVAC Modifications for Sage Park Middle School HVAC Efficiency Upgrades Project. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Lee Alford moves to approve payment on Invoice 14487, dated 10/25/22 to Sav-Mor Cooling and Heating, Inc. in the amount of \$29,022.50 for Requisition #7 for Sage Park Middle School HVAC Efficiency Upgrades Project. Seconded by Alternate George Bolduc.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve payment on Invoice I17641, dated 11/2/22 to Salamone and Associates, P.C. in the amount of \$1,600.00 for Professional Services for Sage Park Phase 3 HVAC Project. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Item #8. LP Wilson Social Services Project – 9545

The work has been delayed about four weeks.

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #22-11-1980, dated 10/31/22 to Frank Zaino and Associates, Inc. in the amount of \$50,188.97 for Application #5 for LP Wilson Social Services Project. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Item #9. LP Wilson Community Center HVAC Improvements Design – 9551

Silver Petrucelli and Associates is still working on final drawings so that the project can go out to bid in January.

Item #10. LP Wilson Community Center BOE Restroom Improvements Design – 9553

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #21132-i2, dated 11/7/22 to Russell and Dawson Inc. in the amount of \$6,625.00 for the Construction Document Phase and Additional Services for LP Wilson Community Center BOE Restroom Improvements Design. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Item #11. 330 Windsor Ave. Community Center HVAC Improvements Design – 9550

The contractor, Action Air, has done all the work he can until March 2023. They are still waiting on units.

Item #12. Clover Street School Restrooms Improvement Design – 9552

There are no updates at this time as construction is scheduled in CIP for FY2024.

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #21131-i2, dated 11/7/22 to Russell and Dawson Inc. in the amount of \$6,000.00 for the Construction Document Phase for Clover Street School Restrooms Improvement Design. Seconded by Alternate George Bolduc.

Motion passes: 5-0-0

Item #13. Sage Park Middle School Partial Roof Replacement Design - 9541

Tom Hibbard is working on the design. Town Staff wants to go out to bid by January. Whit will reach out for progress on the design.

Item #14. Poquonock Elementary School Partial Roof Replacement Design - 9558

There are no updates at this time as construction is scheduled in CIP for FY2025.

Item #15. Milo Peck School HVAC Replacement Project – 9538

Motion: Commissioner Jim Bennett moves to approve payment on Invoice I17638, dated 11/2/22 to Salamone and Associates, P.C. in the amount of \$460.00 for Professional Engineering Services for the Energy Evaluation Phase in the Milo Peck School HVAC Replacement Project.

Motion passes: 5-0-0

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

Motion: Commissioner Lee Alford moves to approve the Minutes from the 10/25/22 meeting. Seconded by Commissioner Jim Bennett.

Motion passes: 4-0-0

Item #17. Staff Reports

Whit reported that the JFK project will be going out to bid next week.

Whit also reported that there needs some work done at the Millbrook golf course. There is a column rotting with some roof damage on the canopy.

Item #18. Adjournment:

Motion: Commissioner Rusty Peck moves to adjourn at 7:22 p.m. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Respectfully submitted,

Olivia LaBroad
Public Building Commission Recording Secretary