



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

December 13, 2022 at 6:30 PM

TOWN HALL – Ludlow Room - 275 Broad Street.

Hybrid Meeting – Via Zoom and In-person

DRAFTED MEETING MINUTES

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

Public Building Commission Member Absent: Alternate George Roebelen

Also Present: Whit Przech – Building and Facilities Manager, Gary Dowgewicz – Facilities Maintenance Manager, Kayle Christie – Public Building Commission Recording Secretary, Jim Russo of J.R. Russo LLC – Construction Manager/ Owners Representative, Joe Salamone – Salamone and Associates, Sherman Taylor – Salamone and Associates, Kaj – 3rd party Engineer for Salamone and Associates, Paul Norris – Recreation Department, Chuck Waterfield – Windsor Board of Education

Call to Order

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

Remarks of the Chairman

George Roebelen is not present for tonight's meeting. There are three Commissioners and one Alternate present. Alternate George Bolduc will be the voting member at tonight's meeting.

Public Communications

New Secretary - Kayle Christie

Olivia LaBroad - Helping

Item #1. O'Brien Field House Evaluations Engineering Feasibility Study – 9546

Kaestle Boos Associates will be back next meeting to present the estimates that are still currently being vetted because they do not have all of the needed information. Deputy Chairman Gary Johnson had some concerns that he would like to be addressed in the design of the building before his approval.

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #22019.00-3, dated 11/30/22 to Kaestle Boos Associates, Inc. in the amount of \$5,000 for Professional Services for the O'Brien Field House Evaluations Engineering Feasibility Study. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Item #2. Sage Park Middle School HVAC Efficiency Upgrades Project –9519/9542

Jim Russo, Joe Salamone, and Whit Przech sat with Action Air and discussed the scope of the work. They all agree that Action Air should be awarded the project as lowest bidder. They will resume on November 14, will stop in mid-December and will resume again in June, 2023.

Motion: Commissioner Lee Alford moves to approve payment on Invoice #117655, dated 12/6/2022 to Salamone and Associates, P.C. in the amount of \$1,600 for Construction Administration Phase III for Sage Park Middle School HVAC Efficiency Upgrades Project. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve payment on Invoice #0246246, dated 11/21/2022 to Fuss & O'Neill, Inc., in the amount of \$1,164 for Professional Services for Supplemental Hazmat Inspection, Management, and Oversight. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve payment on Application #7, dated 11/30/22 to J.R. Russo, LLC in the amount of \$3,625.00 for HVAC Modifications for Sage Park Middle School. Seconded by Deputy Chairman Gary Johnson.

Motion passes: 5-0-0

Motion: Deputy Chairman Gary Johnson moves to approve payment on Invoice #14616, dated 11/21/2022 to Sav-Mor Cooling and Heating, Inc., in the amount of \$243,912.50 for Requisition #8. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve proposal for asbestos abatement dated 11/10/2022 to Haz-Pros Inc., with the proposed prevailing wage of \$5,960. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Lee Alford moves to approve proposal for Rehab of Security Office dated 11/17/2022 to McKinney Construction with the proposed budget of \$10,780.00. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve the recommended Contract Award to Action Air Systems Inc., dated 11/29/2022 to J.R. Russo LLC with the proposal of \$2,113,700 for Phase III HVAC Modifications. Jim Russo, Joe Salamone, and Whit

Przech sat down with Action Air Systems and discussed the scope of the work. They all agree Action Air should be awarded the project as the lowest bidder. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve proposal of \$31,000.00 for Phase III HVAC Modifications dated 11/14/2022 to Limited Owners Project Managers Services to J.R. Russo LLC. Seconded by Deputy Gary Johnson.

Motion passes: 5-0-0

Item #3. Aquatic Facilities Improvement Design – 9536

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

Motion: Deputy Chairman Gary Johnson moves to approve the recommended contract award to Connecticut Carpentry Corporation dated 11/29/2022 in the amount of \$1,510,000 for Goslee Pool Houses/Renovations and Additions. Whit Przech and Jim Russo sat with the architect to discuss the scope of the project and are satisfied. The project is scheduled to start in March 2023 and be completed July 1, 2023. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve the proposal of \$24,000.00 dated 11/18/2022 to Limited Owners Project Managers Services for the four Month Construction Phase. The project is anticipated to commence March 1, 2023 and be completed July 1, 2023. Seconded by Deputy Chairman Gary Johnson.

Motion passes: 5-0-0

Item #4. LP Wilson Social Services Project – 9545

Work is back in progress. Current condition of the project is the completion of carpeting, walls, paint job, new ceiling, etc. Small amount of work to be done around the main vestibule. Social Services staff won't be occupying building until mid-January.

Motion: Commissioner Rusty Peck moves to approve payment on Application #6, dated 11/30/2022 to Frank Zaino and Associates Inc., in the amount of \$153,941.76 for LP Wilson Services Project. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve change order request dated 11/15/2022 in the amount of \$1,346.82 to Frank Zaino and Associates Inc. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Lee Alford moves to approve payment on Invoice #0246016, dated 11/17/2022 to Fuss & O'Neil, Inc., in the amount of \$704.50 for Professional Services Avenue-Limited Hazardous Materials Inspection, Project Monitoring. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Item #5. LP Wilson Community Center HVAC Improvement Design – 9551

This project is out to bid. Due January, 2023.

Item #6. LP Wilson Community Center BOE Restroom Improvements Design – 9553

This project is out to bid. Due January, 2023.

Item #7. 330 Windsor Ave. Community Center HVAC Improvements Design – 9550

Motion: Commissioner Rusty Peck moves to approve Application #3 dated 10/31/2022 to Action Air Systems, Inc., in the amount of \$14,772.50 for payment. Work has been pushed out to January, 2023. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve Application #4 dated 11/30/2022 to Action Air Systems Inc., in the amount of \$7,885.00 for payment. Seconded by Deputy Chairman Gary Johnson.

Motion passes: 5-0-0

Item #8. Clover Street School Restrooms Improvement Design – 9552

No update on project. Project is set for 2024.

Item #9. Sage Park Middle School Partial Roof Replacement Design – 9541

Motion: The design is completed and Hibbard will be present at the next meeting to present the design. Deputy Gary Johnson moves to approve the payment for the project in the amount of \$17,150.00 dated 12/06/2022 to Hibbard & Rosa Architects, L.L.C. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Item #10. Poquonock Elementary School Partial Roof Replacement Design - 9558

Hibbard will begin the design in 2025 now that the Roof Replacement Design at Sage Park has been completed.

Item #11. Town Hall Stairwells Code Evaluations/Redesign Engineering Town Clerk Office - 9558

Town Manager Peter Souza still wants to review this project, but Whit Przech is keeping the Commission informed. The manager also wants to make changes to the Town Clerk's office by adding counters for security purposes because it's too open.

Item #12. Milo Peck School HVAC Replacement Project – 9538

Motion: Deputy Chairman Gary Johnson moves to approve the recommendation of alternative design #1 with the domestic water heater system. This goes decision goes to Town Council for them to choose the most preferred design. Seconded by Commissioner Lee Alford.

Motion passes: 4-0-1

Item #13. JFK Elementary HVAC Phase III Project

Project out to bid and is due December 20, 2022. Board of Education is expected to pay for the project. Work will be completed on the gym, hallway, and kitchen. Around \$500,000 will be provided by the BOE for this project.

Item #14. Slab Moisture Mitigation Sage Park Middle School

Certain areas where moisture is getting through the slab and portions of the slab have gone bad. Steam pipe was leaking this week. Whit Przech and Chuck Waterfield walked the building with those working on the project.

Item #15. Motions & Minutes of Preceding Meeting(s):

Motion: Commissioner Rusty Peck moves to approve the Minutes from the 11/8/2022 meeting. Seconded by Deputy Chairman Gary Johnson.

Motion passes: 5-0-0

Staff Reports

Gary Dowgewicz spoke on the boiler leak, overheating at the Milo Peck School as well as the steam pipe that has been leaking this week. Deputy Johnson asked about the solar projects and was informed that Town Council has approved them. The solar projects are planned to be carried out February or March 2023

Adjournment:

Motion: Commissioner Rusty Peck moves to adjourn at 7:56 p.m. Seconded by Deputy Chairman Gary Johnson.

Motion passes: 5-0-0

Respectfully submitted,

Kayle Christie
Public Building Commission Recording Secretary