



**TOWN OF WINDSOR, CONNECTICUT**  
**PUBLIC BUILDING COMMISSION**  
March 28, 2023, at 6:30PM  
Hybrid Meeting – Via Zoom and In-person  
**Town Hall – Ludlow Room**  
**APPROVED MEETING MINUTES**

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

**Public Building Commission Member(s) Absent:** None

**Also Present:** Whit Przech – Building and Facilities Manager, Gary Dowgiewicz – Facilities Maintenance Manager, Peter Souza – Town Manager, Paul Norris – Recreation Department, Kayle Christie – Public Building Commission Recording Secretary

**Call to Order**

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

**Remarks of the Chairman**

There are none.

**Public Communications**

There are none.

**Item #1. Sage Park Middle School HVAC Efficiency Upgrades Project – 9519/9542**

Phase II of this project has stopped and is rescheduled to begin in June once school is out. Phase III will begin during the second or third week of May.

**Motion:** Commissioner Rusty Peck moves to accept Invoice I17736 from Salamone & Associates dated 3/28/2023 in the amount of \$1,140.00 for Professional Engineering Services. Seconded by Deputy Chairman Gary Johnson.

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

**Motion:** Commissioner Jim Bennett moves to accept invoice I17737 from Salamone & Associates, P.C. for Professional Engineering Services dated 3/28/2023 in the amount of \$1,770.00. Seconded by Commissioner Lee Alford.

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

**Motion:** Commissioner Rusty Peck moves to accept invoice #4929-23 from McKinney Construction, LLC in the amount of \$9,000 for the acquisition of moisture product material for Sage Park. Seconded by Deputy Chairman Gary Johnson.

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

**Motion:** Commissioner Jim Bennett moves to accept Application #002 from Action Air Systems, Inc. for Phase III HVAC project at Sage Park Middle School in the amount of \$100,225.00. Seconded by Commissioner Lee Alford.

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

**Item #2. Goslee Pool Houses Renovations Project– 9564**

**Motion:** Commissioner Lee Alford moves to accept Proposed Change Order #4 credit regarding work completed by the subcontractor for the storm pipe in the amount of \$1,365.74. Seconded by Commissioner Rusty Peck.

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

**Motion:** Commissioner Jim Bennett moves to accept Proposed Change Order #8 for the Goslee Pool House Renovations project concerning the removal of existing concrete frostwall in the amount of \$2,388.73. Seconded by Commissioner Rusty Peck.

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

**Motion:** Commissioner Jim Bennett moves to accept Proposed Change Order #7 for the replacement of ceiling construction in the amount of \$6,515.43. Seconded by Deputy Chairman Gary Johnson.

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

**Motion:** Commissioner Rusty Peck moves to accept Proposed Change Order #9 for the Goslee Pool House Renovations to relocate one existing electrical panel with a 200-amp feeder to the janitor closet dated 3/24/23 in the amount of \$8,483.29. Seconded by Commissioner Lee Alford.

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

**Motion:** Commissioner Rusty Peck moves to accept Invoice No. 0249419 from Fuss & O’Neil dated March 24, 2023 for Professional Services Rendered through February 25, 2023 in the amount of \$1,025.00. Seconded by Deputy Chairman Gary Johnson.

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

**Item #3. LP Wilson Social Services Project – 9545**

This project is complete and can be closed if desired.

**Motion:** Commissioner Lee Alford moves to accept Invoice TEIQ14995 dated 03/23/23 from Transfer Enterprises for furniture in the amount of \$378.00. Seconded by Commissioner Rusty Peck.

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

**Item #4. LP Wilson Community Center HVAC Construction Phase 1 – 9551**

The shipment of the initial electrical panels ordered for the design are 54 weeks out. Substitute panels are being looked for.

**Motion:** Commissioner Jim Bennett moves to accept Invoice #4928-23 from McKinney Construction, LLC for the purchasing of material for the LP Wilson floor project in the amount of \$50,000.00. Seconded by Deputy Chairman Gary Johnson.

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

**Motion:** Commissioner Lee Alford moves to table the proposal from Automated Logic until additional information is received. Seconded by Commissioner Rusty Peck.

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

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

No update on project. Project is scheduled for CIP FY2025

**Item #6. 330 Windsor Ave. Community Center HVAC Improvements Project – 9550**

Whit has yet to receive the shipping date for the rooftop units from the contractor or carrier.

**Motion:** Commissioner Lee Alford moves to approve payment to Nathan's Electrical, LLC for the installation of monitoring controls in the amount of \$4,390. Seconded by Commissioner Jim Bennett.

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

**Item #7. Clover Street School Restrooms Improvements Design – 9552 CIP FY2024**

No update on the project. Scheduled for FY2024

**Item #8. Sage Park Middle School Partial Roof Replacement Design II – 9541 CIP FY2024**

Project is complete. Scheduled for FY2024.

**Item #9. Poquonock Elementary School Partial Roof Replacement Design – 9558 CIP FY2025**

Scheduled for FY2025. Drawings are not complete.

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

The status of this project is on hold.

**Item #11. JFK Elementary School HVAC Phase III Project - 1932**

The contractor of Action Air Systems, LLC met with the Board of Education and stated that they plan to start working in May.

**Item #12. Slab Moisture Mitigation Sage Park Middle School - 9567**

Waiting to be provided with a schedule.

**Item #13. Minutes of Preceding Meeting(s):**

**Motion:** Commissioner Rusty Peck moves to accept the Minutes from the 3/16/2023 meeting. Seconded by Commissioner Jim Bennett.

**Motion passes: 3-0-0**

**Staff Reports**

Whit Przech will be staying as the Building and Facilities Manager until there is someone to fill his position.

**Adjournment:**

**Motion:** Commissioner Rusty Peck moves to adjourn at 7:30p.m. Seconded by Commissioner Jim Bennett.

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

Respectfully submitted,

Kayle Christie  
Public Building Commission Recording Secretary