



TOWN OF WINDSOR, CONNECTICUT
PUBLIC BUILDING COMMISSION
December 12, 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 Gary Johnson, Commissioners Jim Bennett, and Rusty Peck, Alternates George Roebelen

Public Building Commission Member(s) Absent: Commissioner Lee Alford, Alternate George Bolduc

Also Present: Peter Souza – Town Manager, Marco Aglieco – Building and Facilities Manager, Gary Dowgiewicz – Facilities Maintenance Manager, Jim Russo - J.R. Russo LLC, Carlos Rosario – Windsor Board of Education, Janette Carrillo – Public Building Commission Recording Secretary

Call to Order

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

Remarks of the Chairman

None.

Public Communications

None.

Item #1 - Oliver Ellsworth School Humidity Mitigation Design – 9574 CIP FY2024

Motion: Commissioner Rusty Peck moves to approve Invoice#0051296 from van Zelm Engineering, dated 11/21/23 for Oliver Ellsworth School HVAC Study/SD in the amount of \$28,500.00. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Alternate George Roebelen moves to approve Invoice#2311431 from Gale Associates, Inc., dated 12/4/23 for Oliver Ellsworth Humidity Mitigation in the amount of \$33,220.00. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Item #2 - Sage Park Middle School Slab Moisture Mitigation Design – 9567 CIP FY2023

Sage Park Middle School Slab Moisture mitigation design need to decide on Hoffman Architects' proposal for additional testing. The decision was made to table this and decide on the next meeting. This proposal would take about 3 months of testing.

Item#3 - Sage Park Middle School HVAC Replacement & Additions Design Ph. 2&3 – 9519 CIP FY2022 - There is nothing new to report at this time.

Item#4 - Sage Park Middle School HVAC Replacement & Additions Design Phase 2 – 9542 CIP FY2023 - There is nothing new to report at this time.

Motion: Commissioner Rusty Peck moves to approve Invoice#15773 App# 18 from Sav-Mor Cooling & Heating, Inc., dated 10/20/23 for Sage Park Middle School in the amount of \$53,105.00. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve Invoice#15870 App #19 from Sav-Mor Cooling & Heating, Inc., dated 11/20/23 for Sage Park Middle School in the amount of \$16,387.50. Seconded by Deputy Chairman Gary Johnson.

Motion passes: 5-0-0

Item#5 – Sage Park School HVAC Replacement & Additions Constr. Ph. 3 – 9542 CIP FY2023

Per Jim Russo, job is still not done, possibly by December 18, 2023.

Motion: Commissioner Rusty Peck moves to approve Application #9 from Action Air Systems, Inc., dated 11/01/23 – 11/30/23 for Sage Park PH 3 HVAC Renovation in the amount of \$42,116.34. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve Application #9 from J.R. Russo LLC, dated 11/30/23 for Sage Park Middle School HVAC Modifications PH III in the amount of \$1,812.50. Seconded by Alternate George Roebelen.

Motion passes: 5-0-0

Item#6 – LP Wilson Community Center HVAC Construction Phase 1 – 9551 CIP FY2023

Motion: Commissioner Rusty Peck moves to accept Haz-Pros, Proposal for Additional Asbestos Abatement for LP Wilson – Rooms 9 & closet. Room 17 and back corner office area, dated 12/4/23 in the amount \$5,950.00. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Alternate George Roebelen moves to approve Invoice #480595/App#000002 from Automated Logic, dated 11/9/23 for Windsor-Wilson CC in the amount of \$2,833.04. Seconded by Commissioner Gary Johnson

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve Application #7 from Action Air Systems, Inc., dated 10/01/23 – 10/31/23 for LP Wilson Community Center in the amount of \$210,900.00. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Motion: Alternate George Roebelen moves to approve Application#7 from J.R. Russo LLC, dated 11/30/23 for LP Wilson Community Center HVAC Modifications in the amount of \$1,468.75. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Item#7 – JFK Elementary School HVAC Phase 3 Project – 1932 CIP FY2023

Motion: Alternate George Roebelen moves to approve Application #8 from Action Air Systems, Inc., dated 11/01/23 – 11/30/23 for JFK Elementary School in the amount of \$25,032.50. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve Application #7 from J.R. Russo LLC, dated 11/30/23 for JFK School HVAC modifications in the amount of \$1,500.00. Seconded by Alternate George Roebelen.

Motion passes: 5-0-0

Item# 8 – Aquatic Facilities Improvements Design Goslee & Welch – 9536 CIP FY2022

Per Marco Aglieco in the process of writing contract now and getting this moving.

Item# 9 – Goslee Pool Houses Renovations Construction – 9564 CIP FY2022

Motion: Commissioner Jim Bennett moves to accept change order request from Connecticut Carpentry Corporation for Goslee Pool House Final Bond Reconciliation Cost Invoice# 1616 - Metayer Bonding Associates, dated 11/15/23 in the amount of \$1,978.00. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Item# 10 – Clover Street School Restrooms Improvements Design – 9552 – CIP FY2024

Per Marco Aglieco, we have a meeting set up with engineering firm for next week to review.

Item# 11 – LP Wilson Community Center BOE Restroom Improvements Design – 9553 – CIP FY2025 - There is nothing new to report at this time.

Item# 12 – 330 Windsor Ave – Community Center HVAC Improvements Design – 9550 CIP FY2022 - This is 100 percent billed will need to close out documents. We are still waiting on Automated Logic to complete their work.

Item# 13 – 330 Windsor Ave – Community Center HVAC Improvements Project – 9550 CIP FY2022

Motion: Commissioner Jim Bennett moves to approve Invoice# 3174 from Nathan's Electrical, LLC dated 12/1/23 for 330 Community Center in the amount of \$715.00. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Item# 14 – Sage Park Middle School – Partial Roof Replacement Design Phase 2 – 9541 CIP FY2024 - We are still waiting on grant information.

Item# 15 – Poquonock Elementary School Partial Roof Replacement Design – 9558 CIP FY2025 - There is nothing new to report at this time.

Item# 16 – Clover Street School Roof Design – 9549 CIP FY2022

There is nothing new to report at this time.

Item# 17 - Milo Peck School HVAC Replacement Project – 9538 CIP FY2021

This job is still in progress. Peter Souza, Town Manager, stated there is issues at this location relative to the scope of work. The Council will begin discussing this later in the winter.

Item# 18 – Minutes of Preceding Meeting(s)

Motion: Alternate George Roebelen moves to accept draft Minutes of Preceding meeting on 11/14/23. Seconded by Commissioner Rusty Peck.

Motion passes: 4-0-0

Motion: Alternate George Roebelen moves to accept draft Minutes of Preceding meeting on 11/28/23. Seconded by Commissioner Rusty Peck.

Motion passes: 4-0-0

Staff Reports:

None.

Adjournment:

Motion: Alternate George Roebelen moves to adjourn at 7:10pm
Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Respectfully submitted,
Janette Carrillo
Public Building Commission Recording Secretary