



## TOWN OF WINDSOR, CONNECTICUT

### PUBLIC BUILDING COMMISSION

April 9, 2024 at 6:30PM

Hybrid Meeting – Via Zoom and In-person

**Town Hall – Ludlow Room**

### **DRAFT MEETING MINUTES**

**Public Building Commission Members Present:** Deputy Chairman Gary Johnson, Commissioners Jim Bennett, Commissioner Rusty Peck, Commissioner Lee Alford, Alternate George Bolduc

**Public Building Commission Member(s) Absent:** Chairman Rick Hazelton

**Also Present:** Marco Aglieco – Building and Facilities Manager, Gary Dowgewicz – Facilities Maintenance Manager, Jim Russo - J.R. Russo LLC, Peter Souza – Town Manager, Janette Carrillo – Public Building Commission Recording Secretary

#### **Call to Order**

Deputy Chairman Gary Johnson 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 motions to accept the proposal in the amount of \$2,674,000.00 Base Bid minus the Selected Deducts at \$236,000.00 from Action Air Systems for Oliver Ellsworth School. Seconded by Commissioner Jim Bennett. Deputy Chairman Gary Johnson advised to get a memo to the file that vanZelm Engineering agree on these changes.

**Passes: 5-0-0**

Commissioner Rusty Peck advised to table proposal from JR Russo, LLC, dated April 2, 2024 in the amount of \$30,000 for Limited Owners Project manager Services for Oliver Ellsworth School HVAC Modifications Project to be schedule in (2) weeks.

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

There is nothing new to report.

#### **Item #3 - Sage Park Middle School HVAC Ph. 2&3 – 9542 CIP FY2023**

Per Jim Russo, at the school this week both general contractors Action Air and Sav-Mor are working on the final item on their punch list. There are a few items left most of the closeout for both general contractors has been done. We reviewed and approved phase 2 they got to start all the exterior units now and I believe is being done this vacation week. With Sav-Mor we went through everything our owner's team decided to reduce the retainer from 5% to 2 and a half. Minor items left on both of these contractors.

**Motion:** Commissioner Rusty Peck moves to accept payment from Sav-Mor cooling & Heating, Inc., dated 3/20/24, for Sage Park Middle School Phase 2 in the amount of \$51,266.93. Seconded by Commissioner Lee Alford.

**Passes: 5-0-0**

**Motion:** Commissioner Jim Bennett moves to accept Application #13 from J.R. Russo LLC, dated 3/30/24, for Sage Park Middle School HVAC Modifications in the amount of \$1,187.50. Seconded by Commissioner Rusty Peck.

**Passes: 5-0-0**

**Motion:** Commissioner Rusty Peck moves to accept Application #11 from J.R. Russo LLC, dated 3/30/24, for Sage Park Middle School HVAC Modifications – PH III in the amount of \$1,375.00. Seconded by Alternate George Bolduc.

**Passes: 5-0-0**

**Item #4 - LP Wilson HVAC Improvements Phase 1 & Additions Ph. 1 9551 CIP FY2023**

Per Jim Russo, Action Air has been on site during the break and are now completing the established punch list and doing the final balancing job will be done by end of the month.

**Motion:** Commissioner Rusty Peck moves to accept proposal submitted by Silver Petrucelli for Windsor LP Wilson Bid Documents 2<sup>nd</sup> Repackaging, dated 4/2/24, in the amount of \$2,430.00. Seconded by Commissioner Lee Alford.

**Passes: 5-0-0**

**Motion:** Commissioner Jim Bennett motion to accept Application#9 from payment from J.R. Russo LLC, dated 3/30/24 for LP Wilson Community Center HVAC Modifications in the amount of \$1,875.00. Seconded by Commissioner Rusty Peck.

**Passes: 5-0-0**

Per Marco Aglieco, Facilities Manager, for LP Wilson HVAC Improvements Phase 2 – job is now over budget. Vinny will come back in two weeks.

**Item#5 – JFK School Gym HVAC Phase 3 Construction – 1932 CIP FY2023**

Per Jim Russo, they are working on this during school vacation on the final punch list and inspections. This will be done by the end of this month.

**Item# 6 – Aquatic Facilities Improvements Goslee & Welch Design– 9536 CIP FY2022**

Per Marco Aglieco, Facilities Manager, we are still moving forward we had a meeting with engineer today.

**Item# 7 – Welch Pool Renovations Construction – 1938 CIP FY 2024**

Per Jim Russo, the general contractor is proceeding with the construction of the waiting pool and of the main pool this week. They should be doing some additional patching. The pool house itself the slab is poured. The interior cmu walls have started that will enable him to start the roof possibly end of next week.

**Motion:** Commissioner Rusty Peck move to accept Application #3 from Millennium Builders, Inc., dated 3/31/24, for Addition and Renovations to Welch Pool in the amount of \$274,705.52. Seconded by Alternate George Bolduc.

**Passes: 5-0-0**

**Motion:** Commissioner Jim Bennett motion to accept Invoice#24-14 from Yellow Dog Surveys LLC, dated 3/30/24, for Boundary and Easement plan for Welch Park Area in the amount of \$3,000.00. Seconded by Commissioner Rusty Peck.

**Passes: 5-0-0**

**Motion:** Commissioner Rusty Peck moves to accept Application#3 from J.R. Russo LLC, dated 4/2/24, for Welch Pool Facility Modifications in the amount of \$4,312.50. Seconded by Commissioner Lee Alford.

**Passes: 5-0-0**

**Motion:** Commissioner Rusty Peck move to accept PCO#11 from Millennium Builders, dated 4/1/24, for Welch Pool House Renovations to provide electrical connection for the new hot water heater RFI 27 response in the amount of \$8,683.12. Seconded by Alternate George Bolduc.

**Passes: 5-0-0**

**Item# 8 – Clover Street School Restrooms Improvements Design – 9552 CIP FY2024**

Per Marco Aglieco, Facilities Manager, we had two bidders Scope Construction & Retriever Group LLC

**Motion:** Commissioner Jim Bennet make a motion that PBC accept the bid from Scope Construction Project and design the project#9552 in the amount of \$576,000.00. Seconded by Alternate George Bolduc.

**Passes: 5-0-0**

**Motion:** Commissioner Lee Alford make a motion to accept proposal from Russell and Dawson Inc., dated 4/3/24 for additional construction administration service for Phase II of bathroom renovations at Clover St in the amount of \$4,800.00. Seconded by Commissioner Rusty Peck.

**Passes: 5-0-0**

Deputy Chairman Gary Johnson okay to table Clover Street/School Restroom ADA Upgrades Phase I Post bid Interview Recommendation, dated 4/2/24 and Phase 3 Limited Owners Project Manager Services Proposal in two weeks.

**Item# 10 – LP Wilson BOE Restroom Improvements Design – 9553 CIP FY2025**

There is nothing new to report.

**Item# 11 – 330 Windsor Ave Gym HVAC Design – 9550 CIP FY2022**

There is nothing new to report.

**Item#12 – Sage Park School Roof Replacement Phase 2 Design – 9541 CIP FY2024**

Per Marco Aglieco, Facilities Manager, we have gotten the approval from the State and Local Board.

**Item# 13 – Poquonock Elementary School Roof Design – 9558 CIP FY2025**

There is nothing new to report.

**Item#14 – Clover Street School Roof Design – 9549 CIP FY2022**

There is nothing new to report.

**Item#15– Milo Peck School HVAC Replacement Design – 9538 CIP FY2021**

There is nothing new to report.

**Item# 16 – Minutes of Preceding Meeting(s)**

**Motion:** Commissioner Rusty Peck moves to approve the Motions & Minutes from the 3/26/24 meeting. Seconded by Commissioner Jim Bennett.

**Passes: 5-0-0**

**Staff Reports:**

None.

**Adjournment:**

**Motion:** Deputy Chairman Gary Johnson moves to adjourn meeting at 8:15 pm. Seconded by Commissioner Rusty Peck.

**Passes: 5-0-0**

Respectfully submitted,  
Janette Carrillo  
Public Building Commission Recording Secretary