



## TOWN OF WINDSOR, CONNECTICUT

### PUBLIC BUILDING COMMISSION

May 14, 2024 at 6:30PM

Hybrid Meeting – Via Zoom and In-person  
Town Hall – Rose Room, Third Floor

### APPROVED MEETING MINUTES

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

**Public Building Commission Member(s) Absent:** Commissioner Rusty Peck

**Also Present:** Marco Aglieco – Building and Facilities Manager, Jim Russo, LLC - Janette Carrillo – Public Building Commission Recording Secretary, Carlos Rosario – BOE, Tom Hibbard – Hibbard & Rosa, Peter Souza – Town Manager

#### 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

Per Jim Russo, since our last PBC Meeting we had a preconstruction meeting with the design team and the general contractor. We are scheduled to start on Monday, 6/10/24.

**Motion:** Deputy Chairman Gary Johnson moves to approve Invoice #25343 from Norris & Ferraris HVAC, dated 4/24/24 for Oliver Ellsworth School in the amount of \$290,000.00. Seconded by Commissioner Jim Bennett.

**Motion Passes: 5-0-0**

**Motion:** Commissioner Lee Alford moves to approve Application #1 from J.R. Russo, LLC, dated 4/30/24 for Oliver Ellsworth School Humidity HVAC Mitigation in the amount of \$1,406.25. Seconded by Commissioner Jim Bennett.

**Motion Passes: 5-0-0**

#### 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, work is substantially done for Phase 3, punch list has been done. We are waiting for the final invoice. On Phase 2, they are still in the process of getting those last units started up. Waiting on final invoice once we are satisfied. I am hoping to get everything resolved sometime in June.

**Motion:** Commissioner Jim Bennett moves to accept Application #12 from Action Air Systems, Inc., dated 2/1/24 to 2/29/24 for Sage Park-HVAC Renovation Phase 3 in the amount of \$111,319.08. Seconded by Deputy Chairman Gary Johnson.

**Motion Passes: 5-0-0**

**Motion:** Deputy Chairman Gary Johnson moves to approve professional services – Sage Middle School Auditorium from Salamone & Associates, P.C., dated 5/14/24 for \$1,440.00. Seconded by Commissioner George Bolduc.

**Motion Passes: 5-0-0**

**Item #4 - LP Wilson HVAC Improvements Phase 1 - 9551 CIP FY2023**

Per Jim Russo, there are a few items to be completed. The additional work that is being finished up is the doas units with Trane and Automatic Logic. They were out there and made some adjustments. The units are not tripping out at this point and they are running, but some additional work needs to be completed.

**Motion:** Commissioner Lee Alford moves to approve Application#10 from Action Air Systems, Inc., dated 4/1/24 to 4/30/24 for LP Wilson Community Center in the amount of \$7,600.00. Seconded by Deputy Chairman Gary Johnson.

**Motion Passes: 5-0-0**

**Item #5 – LP Wilson HVAC Improvements Phase 2 – 9551 CIP FY2023**

Per Marco Aglieco, Building & Facilities Manager – We've started the work and we completed the hazardous material testing. We did receive the report and we have issued the contract to Action Air and Automated Logic.

**Motion:** Commissioner Jim Bennett moves to accept Invoice#0260493 from Fuss & O'Neill, dated 5/2/24 for LP Wilson Phase 2 HVAC Project – Limited Hazardous Building Materials Services in the amount of \$450.00. Seconded by Commissioner Lee Alford.

**Motion Passes: 5-0-0**

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

Per Jim Russo, we had a walkthrough inspection and a list has been developed and is in the general contractor's hands.

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

There is nothing new to report.

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

Per Jim Russo, we had our zoom meeting this afternoon. I asked them how they feel about their schedule, they did not respond. I looked at their schedule and my concerns are that we are getting the liner at the end of May and it is going to take a couple of weeks to install that. They are behind on the wading pool by about a week and behind on some work related to doors and frames. The latest schedule shows a completion date of 6/20.

**Motion:** Commissioner Lee Alford moves to approve Invoice# 0260365 from Fuss & O'Neill, dated 4/24/24 for Welch Pool Hazardous Materials Inspection in the amount of \$2,000.00. Seconded by Commissioner George Bolduc.

**Motion Passes: 5-0-0**

**Motion:** Deputy Chairman Gary Johnson moves to approve Application#4 from Millennium Builders, Inc., dated 5/2/24 for Addition and Renovations to Welch Pool in the amount of \$444,260.86.

**Motion Passes: 5-0-0**

**Motion:** Commissioner Jim Bennett moves to accept Invoice#TSMT13360 from Tri State Materials Testing Lab, dated 4/22/24 for Welch Pool Renovations in the amount of \$873.07. Seconded by Commissioner Deputy Chairman Gary Johnson.

**Motion Passes: 5-0-0**

**Motion:** Commissioner Lee Alford moves to accept Invoice# TSMT13474 from Tri State Materials Testing Lab, dated 4/22/24 for Welch Pool Renovations in the amount of \$1,377.07. Seconded by Commissioner George Bolduc.

**Motion Passes: 5-0-0**

**Motion:** Commissioner Lee Alford moves to make payment Invoice#TSMT13498 from Tri State Materials Testing Lab, dated 4/22/24 for Welch Pool Renovations in the amount of \$514.50. Seconded by Commissioner Jim Bennett.

**Motion Passes: 5-0-0**

**Motion:** Commissioner Jim Bennett moves to accept Invoice#TSMT13590 from Tri State Materials Testing Lab, dated 4/22/24 for Welch Pool Renovations in the amount of \$1,284.59. Seconded by Commissioner Lee Alford.

**Motion Passes: 5-0-0**

**Motion:** Commissioner George Bolduc moves to approve Invoice#/TSMT13635 from Tri State Materials Testing Lab, dated 4/22/24 for Welch Pool Renovations in the amount of \$1,055.25. Seconded by Deputy Chairman Gary Johnson.

**Motion Passes: 5-0-0**

**Motion:** Commissioner George Bolduc moves to accept Application#4 from J.R. Russo LLC, dated 4/30/24 for Welch Pool Facility Modifications in the amount of \$5,000.00. Seconded by Commissioner Lee Alford.

**Motion Passes: 5-0-0**

**Motion:** Commissioner Jim Bennett moves to accept bid for Sage Park School Roof Replacement Phase 2 Design from Silktown Roofing, Inc., dated 4/9/24 in the amount of 1,898,600.00. Seconded by Deputy Chairman Gary Johnson.

**Motion Passes: 5-0-0**

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

Per Jim Russo, last Monday we had our pre-construction meeting with the general contractor and architect. General contractor has been very aggressive with the submission of shop drawings and letting us know what the long lead time items are. Asbestos work is still out to bid.

**Motion:** Deputy Chairman Gary Johnson moves to approve Invoice#21131-i3 from Russell and Dawson Inc., dated 4/19/24 for Clover Street Elementary in the amount of \$1,200.00. Seconded by Commissioner Jim Bennett.

**Motion Passes: 5-0-0**

**Motion:** Commissioner Lee Alford moves to approve Application#1 from J.R. Russo, LLC, dated 4/30/24 for Clover Street School Bathroom Modifications in the amount of \$2,406.25. Seconded by Commissioner George Bolduc.

**Motion Passes: 5-0-0**

**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**

Per Marco Aglieco, Building and Facilities Manager, we are finding more issues, Automatic Logic has been on site making improvements. The problem we had that was causing this to drag out was that the programming and the material work was done by Automatic Logic and the wiring was done by Nate's Electric. We are getting to the bottom of it.

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

Per Marco Aglieco, Facilities Manager, we have gone out to bid. Per Tom Hibbard, I would make a strong recommendation for accepting this bid. Windows might not be available before school starts.

**Motion:** Commissioner Jim Bennett moves to accept bid for Sage Park School Roof Replacement Phase 2 Design from Silktown Roofing, Inc., dated 4/9/24 in the amount of 1,898,600.00. Seconded by Deputy Chairman Gary Johnson.

**Motion Passes: 5-0-0**

**Item #13 – Pogonock 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**

Per Marco Aglieco, Building & Facilities Manager, we already had the design that we've talked about for renovating the entire building. There is a leaky boiler that needs to be replaced before the winter season. We asked for comparison prices.

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

**Motion:** Commissioner Lee Alford moves to approve the Motions & Minutes from the 4/23/24 Meeting. Seconded by Commissioner George Bolduc.

**Motion Passes: 4-0-1**

**Staff Reports:**

- Clover Street School Field Improvements – 9551. There is nothing new to report
- Wilson Gateway Park – 9582. There is nothing new to report.

**Adjournment:**

**Motion:** Deputy Chairman Gary Johnson moves to adjourn meeting at 7:45 pm. Seconded by Commissioner Jim Bennett.

**Motion Passes: 5-0-0**

Respectfully submitted,  
Janette Carrillo  
Public Building Commission Recording Secretary