



TOWN OF WINDSOR, CONNECTICUT

PUBLIC BUILDING COMMISSION

June 11, 2024 at 6:30PM

Hybrid Meeting – Via Zoom and In-person
Town Hall – Ludlow Room, 1st Floor

APPROVED MEETING MINUTES

Public Building Commission Members Present: Deputy Chair Gary Johnson; Commissioner Jim Bennett; Commissioner Lee Alford; Commissioner Rusty Peck; Alternate George Bolduc

Public Building Commission Member(s) Absent: Chair Rick Hazelton

Also Present: Marco Aglieco – Building and Facilities Manager, Gary Dowgiewicz – Facilities Maintenance Manager, Jim Russo – J.R. Russo LLC, Carlos Rosario – BOE, Janette Carrillo – Public Building Commission Recording Secretary

Call to Order

Deputy Chair Gary Johnson called the meeting to order at 6:30pm.

Remarks of the Chair

George Bolduc is recognized as a voting member.

Public Communications

None.

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

Per Jim Russo, Prior to this past week in general, contractor was working up on the roof, basically they design all but the two thirds of the rooftop & the duct work. Also, the demolition work is 100% done. School was out on Monday they are on site, things are going well. We are getting a great response from our engineer vanZelm. So far we have 9 weeks to get this school done. If everything falls in line we should be fairly in good shape. I am anticipating no real issues.

Motion: Commissioner Rusty Peck moves to accept Invoice#0261073 from Fuss & O'Neill, dated 5/20/24 for Oliver Ellsworth School – Hazardous Materials Consulting Services in the amount of \$9,600.00. Seconded by Commissioner Jim Bennett.

Motion Passes: 5-0-0

Motion: Commissioner Lee Alford moves to approve Invoice#240973 from Flow Tech Inc. dated 6/4/24 for Project Material – Heat Pipe Technology for Cafeteria Air Handling Unit Oliver Ellsworth in the amount of \$49,836.00. Seconded by Commissioner Rusty Peck.

Motion Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to accept Application #2 from J.R. Russo, LLC., dated 5/31/24 for Oliver Ellsworth School Humidity Mitigation in the amount of \$2,565.00. Seconded by Commissioner Rusty Peck.

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, on phase 2 & 3 there is nothing to report from the last time. I'm waiting to balance from phase 2 and then will approve. Phase 3 we have a couple of dollars left from action air and we will finish. Action Air on phase 3 we owe \$928.71 and Phase 2 we owe Sav - Moor \$50,310.56 and then our team is 100% satisfied.

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

Per Jim Russo, the electrical switch gear is on site and we are tentatively set for Saturday, 6/29/24 to shut down the place a day and energize that would complete Phase 1. Per Marco Aglieco, there is some additional work that Automatic logic will need to do that was part of this project. He is coming back with some recommendations.

Motion: Commissioner Rusty Peck moves to accept Application #10 from J.R. Russo, LLC., dated 5/31/24 for LP Wilson Community Center HVAC Modifications in the amount of \$1,552.50. Seconded by Commissioner George Bolduc.

Motion Passes: 5-0-0

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

Per Jim Russo, there is no big issues. I am still looking for a schedule. The equipment has been approved and waiting on the date of delivery. Per Marco Aglieco, we did have a kick off meeting and went well. I am hoping this phase will go smoother.

Item#6 – JFK School Gym HVAC Phase 3 Construction – 1932 CIP FY2023

Per Jim Russo, we have no changes since last meeting, still waiting for their punch list. I am anticipating to be done next month.

Motion: Commissioner Rusty Peck moves to accept Application#10 from Action Air Systems, Inc., dated 2/1/24 -2/29/24 for JFK Elementary School in the amount of \$760.00. Seconded by Commissioner Lee Alford.

Motion Passes: 5-0-0

Motion: Commissioner Lee Alford moves to accept Application#11 from Action Air Systems, Inc., dated 5/1/24 – 5/31/24 for JFK Elementary School in the amount of \$4,275.00. Seconded by Commissioner Rusty Peck.

Motion Passes: 5-0-0

Item# 7 – Aquatic Facilities Improvements Goslee & Welch Design– 9536 CIP FY2022

There is nothing new to report.

Item# 8 – Welch Pool Renovations Construction – 1938 CIP FY 2024

Per Jim Russo, we meet with them every week for the past 3 weeks and we press them for a completion date. Our meeting this afternoon stated they going to be done by 6/29, but it depends (11) inspections and CO from the town. We scheduled this out and I hope they will make it that day.

Motion: Commissioner Jim Bennett moves to approve Invoice#TSMT13829 from Tri State Materials Testing Lab, LLC., dated 5/26/24 for Welch Pool Renovations in the amount of \$800.62. Seconded by Commissioner Rusty Peck.

Motion Passes: 5-0-0

Motion: Commissioner Rusty Peck moves to accept PCO#13 from Millennium Builders, Inc., dated 6/4/24 for Welch Pool House Renovations – Gosley Pool Plaque in the amount of \$4,686.99. Seconded by Alternate George Bolduc.

Motion Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to accept PCO#14 from Millennium Builders, Inc., dated 4/25/24 for Welch Pool House Renovations in the amount of \$22,570.53. Seconded by Alternate George Bolduc.

Motion Passes: 5-0-0

Motion: Commissioner Lee Alford moves to approve PCO#15 from Millennium Builders, Inc., dated 5/3/24 for Welch Pool House Renovations not to exceed in the amount of \$39,782.19 subject to review by town staff. Seconded by Commissioner Rusty Peck.

Motion Passes: 5-0-0

Motion: Commissioner Rusty Peck moves to accept Application#5 from Millennium Builders, Inc., dated 5/31/24 for Addition and Renovations to Welch Pool in the amount of \$626,240.67. Seconded by Commissioner Jim Bennett.

Motion Passes: 5-0-0

Motion: Commissioner Lee Alford moves to accept Application#5 from J.R. Russo, LLC., dated 5/31/24 for Welch Pool Facility Renovations in the amount of \$4,250.00. Seconded by Commissioner Rusty Peck.

Motion Passes: 5-0-0

Item# 9 – Clover Street School Restrooms Improvements Design – 9552 CIP FY2024

Per Jim Russo, started on site this morning and general contractor has 90% is done.

Motion: Commissioner Rusty Peck moves to accept Application#1 from Scope Construction Co., Inc., dated 5/31/24 for Clover Street Elementary School Restroom Renovation in the amount of \$46,882.50. Seconded by Alternate George Bolduc.

Motion Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to accept Application#2 from J.R. Russo, LLC., dated 5/31/24 for Clover Street School Elementary School Bathroom Renovations in the amount of \$3,982.50. Seconded by Commissioner Lee Alford.

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, Facilities Manager, we are continuing to work with Automatic Logic to get these quotes for the work that is required. I thought I would have it for this meeting, but I have not received it as of yet.

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

Per Marco Aglieco, Facilities Manager, we have the approvals for the submittals through Tom Hibbard and that project we had a kick off meeting and moving forward.

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: The minutes for the previous meeting of 5/28/24 were not approved due to the fact there was some confusion on the (Public Building Commission Member(s) Absent). Per Rusty Peck in the absent column it should have read Milo Peck and his name did not appear in the Draft Meeting Minutes of 5/28/24. It was also confirm that he was at the meeting on 5/28/24, but not in the previous meeting on 5/14/24. Apparently, there were some corrections made at that time and somehow his name was deleted on the draft that was the correct one. These minutes will be approved at the following meeting.

Motion Passes: 4-0-1

Staff Reports:

- **Clover Street School Field Improvements – 9551 & Wilson Gateway Park – 9582.**
 - Per Marco Aglieco, Facilities Manager – He was hoping to have the submittal site, spoke to Suzanne, the engineer she said not yet. Hopefully in the next meeting.

Adjournment:

Motion: Commissioner Rusty Peck moves to adjourn meeting at 7:35 pm. Seconded by Commissioner Jim Bennett.

Motion Passes: 5-0-0

Respectfully submitted,
Janette Carrillo
Public Building Commission Recording Secretary