



TOWN OF WINDSOR, CONNECTICUT
PUBLIC BUILDING COMMISSION
September 10, 2024 at 6:30PM
Hybrid Meeting – Via Zoom and In-person
Town Hall – Ludlow Room, 1st Floor

DRAFT MEETING MINUTES

Public Building Commission Members Present: Chair Rick Hazelton, Deputy Chair Gary Johnson, Commissioners Jim Bennett, Commissioner Rusty Peck, Alternate George Bolduc, Commissioner Lee Alford (via Zoom).

Public Building Commission Member(s) Absent: Alternate Mark Purdue.

Also Present: Marco Aglieco – Building and Facilities Manager, Jim Russo – J.R. Russo, LLC, Nathan Secor – Board of Education, Suzanne Choate, Town Engineer, Peter Souza, Town Manager.

Call to Order

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

Remarks of the Chair

None at this time.

Public Communications

None at this time.

Motion: Commissioner Jim Bennett moves to move up agenda item #20 Staff Reports, Bullet Point 1, Clover Street School Field Improvements, so Suzanne Choate, Town Engineer, can report without being present for the entirety of the meeting. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Item# 3A - Staff Reports:

- Clover Street School Field Improvements – 9551 – Per Suzanne Choate, Town Engineer according to the site plan, as shared prior the existing building will be the existing structure will be demolished and a new one put up in the same location using existing connections and the pre-cast concrete will be executed by United Concrete for the cost of \$353,247.00.

Item #4 – Oliver Ellsworth School Humidity Mitigation Design – 9574 CIP FY2024

Per Jim Russo, Project Manager - the project is on track and running smoothly. The staff were able to return by August 19th and the students on August 26th. The units were up and running early and the staff claims the improvement are vast and like a 180 degree turn-around.

Motion: Commissioner Jim Bennett moves to accept change order request #5 from Action Air Systems, Inc., dated 8/14/24 for Oliver Ellsworth School Humidity Mitigation in the amount of \$78,938.94. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve Application #4 from Action Air Systems, Inc., dated 8/31/24 for Oliver Ellsworth School Humidity Mitigation in the amount of \$1,301,289.59. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Motion: Commissioner Rusty Peck moves to accept Invoice C2450 from Abide, dated 8/15/24 for Oliver Ellsworth School Humidity Mitigation in the amount of \$13,170.00. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Motion: Commissioner Rusty Peck moves to accept Invoice #264013 from Fuss & O'Neill, for Oliver Ellsworth School Humidity Mitigation in the amount of \$2,100.00 dated 9/4/24. Seconded by Deputy Chair Gary Johnson.

Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to accept Application #5 from J. R. Russo, for Oliver Ellsworth School Humidity Mitigation in the amount of dated 8/31/24 for \$4,151.24. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Motion: Alternate George Bolduc moves to accept Invoice 52288 from van Zelm Engineers, dated 8/20/24 for Oliver Ellsworth School Humidity Mitigation for \$11,850.00. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Item #5 – Sage Park Roof Replacement Phase 2 Design – 9541 CIP FY2024

Per Marco Aglieco, Facilities Manager – The project is basically complete. The air conditioning units are re-installed and functional. Tom Hibbard, was unable to attend the meeting, but will be providing a design forthcoming to attach the condensing units to the roof deck, per wind load requirements.

Motion: Deputy Chairman Gary Johnson moves to accept Application #3 from Silktown Roofing dated 8/31/24 for Sage Park MS Roof Replacement in the amount of \$360,701.78. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Item #6 - Sage Park Middle School Slab Moisture Mitigation Design – 9567 CIP FY2023

Per Marco Aglieco, Facilities Manager, this project should be cancelled from the agenda going forward. Initially water issues existed below the floor, however, no leaks or water has been found since. It was completely dry. Carlos Rosario, Board of Education, has reported that no water has been seen. It is noted that payment to the engineering firm

is complete. Peter Souza, Town Manager, noted it could just be put on hold for the time being and removed from the agenda.

Item #7 Sage Park Middle School HVAC Ph. 2&3 – 9542 CIP FY2023

Per Jim Russo, Project Manager – The invoices are complete for phase 3 and the work is done and accepted. Per Marco Aglieco it was noted that some payment from Sav-Mor Heating and Cooling is being held until they complete their work, therefore phase 2 of the project will remain open.

Motion: Deputy Chair Gary Johnson moves to accept Application #15 from Action Air Systems, Inc., dated 8/31/24 for Sage Park MS HVAC Replacement in the amount of \$1,299.10. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Item #8 LP Wilson HVAC Improvements Phase 1 - 9551 CIP FY2023

Per Jim Russo, Project Manager – The project is functionally complete. A final punch list is pending and should be complete by the end of September.

Motion: Alternate George Bolduc moves to accept Application #4 from Automated Logic, dated 8/31/24 for LP Wilson HVAC Improvements in the amount of \$7,284.96. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to accept Application #13 from J.R. Russo, LLC., dated 8/31/24 for LP Wilson Community Center HVAC Modifications Phase 1 in the amount of \$3,172.50. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Item #9 – LP Wilson HVAC Improvements Phase 2 – 9551 CIP FY2023

Per Jim Russo, Project Manager – The administration and staff were able to return August 15th. The building was able to open on time, the staff and students were unimpacted by the work. Commissioner Jim Bennett inquired of the Action Air Systems Change Order Request who determined more hardware was needed. It was noted it was per the manufacturer's recommendation.

Motion: Commissioner Rusty Peck moves to approve Invoice #6093-B from VMR Mechanical dated 7/5/24 for LP Wilson HVAC Improvements Phase 2 in the amount of \$1,400.00. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Motion: Alternate George Bolduc moves to approve Change Order Request #2 from Action Air Systems, Inc., dated 8/20/24 for LP Wilson HVAC Improvements Phase 2 in the amount of \$18,236.00. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Motion: Deputy Chair Gary Johnson moves to approve Change Order Request #8-20-24 J.R. Russo, LLC., dated 8/20/24 for LP Wilson HVAC Improvements Phase 2 for \$9,000.00. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve Change Order Request from Fuss & O'Neill, dated 8/22/24 for LP Wilson HVAC Improvements Phase 2 in the amount of \$1,500.00. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve Invoice #C2444-1 from Abide, Inc., dated 8/20/24 for LP Wilson HVAC Improvements Phase 2 in the amount of \$760.00. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve Invoice #C2444-2 from Abide, Inc., dated 8/23/24 for LP Wilson HVAC Improvements Phase 2 in the amount of \$2,625.00. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Motion: Deputy Chair Gary Johnson moves to accept Application #2 from Automated Logic dated 8/8/24 for LP Wilson HVAC Improvements Phase 2 in the amount of \$118,387.81. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve Invoice #5950-24 from McKinney Construction, LLC., dated 8/19/24 for LP Wilson HVAC Improvements Phase 2 in the amount of \$2,950.00. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve Invoice #6123 from VMR Mechanical, dated 8/19/24 for LP Wilson HVAC Improvements Phase 2 in the amount of \$3,079.00. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve Invoice #6124 from VMR Mechanical, dated 8/19/24 for LP Wilson HVAC Phase 2 for \$717.50. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve Invoice #6125 from VMR Mechanical, dated 8/19/24 for LP Wilson HVAC Phase 2 for \$1,503.00. Seconded by Deputy Chair Gary Johnson.

Passes: 5-0-0

Item #10 JFK School Gym HVAC 3 Construction – 1932 CIP FY2023

Per Jim Russo, Project Manager – The final punch list is not there yet, but should be there by the end of September.

Item #11 Aquatic Facilities Improvements Goslee & Welch Design– 9536 CIP FY2022

Per Marco Aglieco, Facilities Manager—There are still negotiation occurring with Weston and Sampson concerning construction administration cost.

Item #12 Welch Pool Renovations Construction– 1938 CIP FY 2024

Per Jim Russo, Project Manager – The General Contractor has been back on site since the pool closed. A number of punch list items need to be addressed per Marco Aglieco, Facilities Manager. Discussion occurred about pipe installation and plaque installation. The change order request is needed to add the impeller for repair of the motor, which was done instead of motor replacement.

Motion: Commissioner Rusty Peck moves to approve Change Order Request RQ08959 from Leppert-Nutmeg, dated 7/8/24 for Welch Pool Renovations Construction for the amount of \$750.00. Seconded by Commissioner Jim Bennett.

Passes: 5-0-0

Item# 13– Clover Street School Restrooms Improvements Design – 9552 CIP FY2024

Per Jim Russo, Project Manager – The project was finished three days ahead of schedule. Milestone dates were accomplished. Overall, the entire project ran smoothly.

Motion: Commissioner Rusty Peck moves to approve Invoice #25903 from EnviroMed Services, dated 8/21/24 for the Clover Street School restrooms ADA Improvements Phase 1 in the amount of \$8,668.00. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve Application #5 from J.R. Russo, LLC., dated 8/31/24 for the Clover Street School restrooms ADA Improvements Phase 1 in the amount of \$2,598.75. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Motion: Alternate George Bolduc moves to approve application #4 from Scope Construction Co., Inc. dated 8/31/24 for Clover Street School Restrooms ADA Improvements Phase 1 in the amount of \$116,900.20. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Item# 14 – LP Wilson BOE Restroom Improvements Design – 9553 CIP FY2025

Per Marco Aglieco, Facilities Manager – The project design is close to done. A question remains on the ductwork from Phase 1 and redesign is forthcoming.

Item# 15 – 330 Windsor Ave Gym HVAC Design – 9550 CIP FY2022

Per Marco Aglieco, Facilities Manager – The walk-through is complete. Some final punch list items remain that Automated Logic must be present for.

Item# 16 – Poquonock Elementary School Roof Design – 9558 CIP FY2025

Per Marco Aglieco, Facilities Manager – Design is complete and architect will submit documents to BOE for CT State grant application.

Item#17 – Clover Street School Roof Design – 9549 CIP FY2022

There is nothing new to report.

Item#18– Milo Peck School HVAC Replacement Design – 9538 CIP FY2021

There is nothing new to report.

Item# 19 – Minutes of Preceding Meeting(s)

Motion: Commissioner Rusty Peck moves to accept draft Minutes of Preceding Meeting on 8/13/24. Seconded by Deputy Chair Gary Johnson.

Passes: 5-0-0

Item# 20 - Staff Reports:

- Wilson Gateway Park – 9582 – There is nothing new to report.

Item# 21 Adjournment:

Motion: Commissioner Rusty Peck moves to adjourn the meeting. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Respectfully submitted,
Julie Wilson
Alternate Public Building Commission Recording Secretary