

PUBLIC BUILDING COMMISSION

October 24, 2017

7:00 P.M.

LUDLOW ROOM

Windsor Town Hall

FINAL MINUTES

Present: Commissioners Rick Hazelton, Lee Alford, Jim Bennett, Gary Johnson, Rusty Peck and Alternate Joe Auclair.

Also Present: Whit Przech, Building and Facilities Manager and Bob Jarvis, Director of Public Works. So too are Jim Russo of J.R. Russo, LLC and Joe Salamone of Salamone & Associates.

Item #1 Call to Order Chairman Rick Hazelton called the meeting to order at 7:00 PM.

Item #2 Remarks of the Chairman Joe Auclair can participate in discussions but not vote.

Item #3 Public Communications None

Item #4 Executive Session Town Attorney unable to attend meeting. No session.

Item #5 Animal Shelter Construction Project – 9395

Area around storage shed has been covered in stone to be low maintenance and a sidewalk has been put in. There is a concrete pad for bench. Change request for exhaust fan has been rejected because of expense. Jim Russo explains the details of change request #29 for a different faucet at a cost of \$459.65. The animal control officer needed a faucet with some height that would allow him to get things under.

Motion: A motion was made by Commissioner Rusty Peck accept change request #29 in the amount of \$459.65 for the utility room sink in the Windsor Animal Shelter. Seconded by Commissioner Gary Johnson.

Motion carries 5 – 0 – 0

There is further discussion of the exhaust fan and the need for it.

There is an application for payment from Northeast Building Group.

Motion: A motion was made by Commissioner Gary Johnson to accept the application for payment #6 of Northeast Building Group for \$4,859.23 for the Windsor Animal Shelter. Seconded by Lee Alford.

Motion carries 5 – 0 – 0

Motion: A motion was made by Jim Bennett to pay invoice #23115 in the amount of \$8,683.00 from Three-Way Communications for the remaining security installation and equipment for the Windsor Animal Shelter. Seconded by Rusty Peck.

Commissioner Gary Johnson questions about State of Connecticut participating in payment of this portion of animal shelter. Whit Przech says payment will be submitted with everything else. He further explains about the video portion of the alarm system. No personnel training is necessary because the system is the same town wide.

Motion carries 5 – 0 – 0

Motion: A motion was made by Commissioner Rusty Peck to move Item #9, the Oliver Ellsworth Elementary School HVAC Replacement Project, to Item #5A. Seconded by Commissioner Jim Bennett.

Item #5A Oliver Ellsworth Elementary School HVAC Replacement Project – 9483

Joe Salamone is present to report progress on the job, which has been slow for the last two months. November 7th is a day school is out, so a punch list can be accomplished. It may be necessary to heat the boiler room for cold days. There is discussion about how the pipes are enclosed because they had to be on the outside of the walls.

Item #6 Safety Complex Project – 9911

No update

Item #7 Clover Street School Partial Roof Replacement Project – 9469

No update, the contractor still hasn't submitted application for final payment.

Item #8 Landfill Scale Office Renovation Project

Window is delivered. Staff requested window tinting. Both should be completed before the next meeting.

Item #9 Oliver Ellsworth Elementary School HVAC Replacement Project – 9483 taken out of order as #5A

Item #10 JFK Elementary School Design for Replacement HVAC System – 9490

Whit Przech summarizes the bid alternate options included in today's packet from Silver Petrucelli & Associates, Inc. At the request of the town manager the commission should choose one option tonight to insure the architect can complete drawings and the project goes out to bid in January.

Commissioner Peck asks the Chairman to allow Joe Auclair to summarize the benefits of each bid alternative.

Motion: Commissioner Jim Bennett made a motion to accept estimated and probable construction cost of \$1,460,000 for JFK Elementary School replacement HVAC systems as bid by Silver/Petrucci & Associates, Inc. for the Base Bid – Heating Equipment Replacement (page 13) plus **Option 2** – the Variable Refrigerant Flow System (page 15). Seconded by Commissioner Rusty Peck.

Motion carries 5 – 0 – 0

Whit Przech presents an invoice from Silver Petrucci & Associates, Inc. The commissioners discuss that the work being charged for is not completed yet. They settle on an amount less than \$17,600.00 requested.

Motion: Commissioner Lee Alford makes a motion to make a payment to Silver/Petrucci & Associates, Inc. in the amount of \$14,400.00 for work thus far on the design of the JFK Elementary School replacement HVAC systems. Seconded by Rusty Peck.

Motion carries 5 – 0 – 0

Item #11 Staff Reports None

Item #12 Minutes of Previous Meeting October 10, 2017.

Motion: A motion was made by Commissioner Lee Alford to accept the minutes of October 10, 2017, with two changes. Seconded by Commissioner Jim Bennett.

Motion carries 4 – 0 – 1

Discussion of start time of meeting for 2018. Rusty Peck thinks he can make 6:30 even in light of traffic. Whit will bring calendar and meeting schedule for a vote at the November 14 meeting. A vote for vice-chairman will also be added to the agenda for next month.

Item #13 Adjournment

Motion: A motion was made by Commissioner Gary Johnson to adjourn at 7:58 p.m. Seconded by Commissioner Lee Alford.

Meeting adjourned at 7:58 p.m.

Respectfully submitted,
Jan Warren,
Recording Secretary