

APPROVED MINUTES

PUBLIC BUILDING COMMISSION
JANUARY 10, 2012

WINDSOR TOWN HALL
LUDLOW ROOM
WINDSOR, CT

7 p.m.

MINUTES

PRESENT – Chairman Joseph Novak; Commissioners Rick Hazelton; Bob Gustafson; Leon Alford; Voting Alternate Jim Bennett.

ALSO PRESENT – Whit Przech, Building and Facilities Manager; Brian Funk, Director of Public Works; George Greco, Board of Education; Jim Barrett, DRA Architects.

1. **Call to Order** – Chairman Novak called the meeting to order at 7 p.m
2. **Remarks of the Chairman** – None.
3. **Public Communications** – None.

4. L.P. Wilson Senior Center Improvements.

Mr. Barrett said there are three items still unresolved: the cleaning of the masonry and brick veneer; exterior auto sliding door which is scraping and needs adjustment; and the RTU's fan unit which was out of balance, was replaced on Monday. He said the balancer must be set up and reviewed by CES in order to close this out. He said the RTU is doing what it is supposed to do temperature wise, but it feels drafty in the space.

Mr. Barrett presented a pay application for the pay period through December 31, 2011 of \$5,355.39 for lighting materials and labor to install the lenses and fixtures which were needed to be set into place. He said this has been accomplished. He said he is still holding the 5% retainage on the project until there is resolution with the RTU situation.

MOTION – A motion by Commissioner Hazelton second by Commissioner Gustafson to pay CT. Carpentry Corp. the amount of \$5,355.39 Chairman Novak recognized Voting Alternate Jim Bennett as a voting member. The motion passed 5-0-0.

5. JFK School Roof Replacement

Mr. Przech said he had spoken on Tuesday with a representative of the roofing company who should be hand delivering the 25-year warranty by Friday. He said the original warranty was 20 years.

Mr. Przech said there is an outstanding balance for the contractor, Commercial Roofing for \$122,000. He said the contractor has not put in for a payment application. He said the job is completed.

Mr. Przech said a vendor expressed an interest in putting up solar panels on the roof at no cost to the Town. The panels would sit on top of padded blocks.

MOTION – A motion by Commissioner Alford second by Commissioner Bennett to pay \$4,500 to Plumbing Solutions for the removal of the overflow. The motion passed 5-0-0.

6. Windsor High School Auditorium Repairs.

Mr. Przech said the mandatory walk-through at the High School last week was very well attended. He said over 30 people attended. He said six contractors attended.

The bid opening will take place on January 18, 2012. He said there have been requests for information from the various contractors that were in attendance at the walk-through.

Mr. Przech said he and Risk Manager Marty Maynard participated in a conference call with Traveler's Insurance. He said Traveler's still has not moved from their position on the assessment of the damage they state is \$2.3 million. He said he has not received a detailed copy from Traveler's outlining this cost. He said the Architect's damage assessment is \$2.5 million.

Mr. Przech said the main sticking point with Traveler's Insurance seems to be the ADA (American with Disabilities Act) requirement of the wheelchair lift at the front of the stage. He said Traveler's consultants still think the 2000 exemption letter is still active. He said Kaestle Boos Associates and the Town are abiding by the 2003-2004 International Building Codes.

Mr. Funk said this difference should not delay the project. He said the referendum needs to take place a minimum of 30 days after the Town Council authorizes the referendum. The Commissioners spoke about interviewing a Clerk of the Works for the project in February.

MOTION – A motion by Commissioner Bennett second by Commissioner Gustafson to pay Isaac – Blair Shoring and Rigging the amount of \$3,200 for rigging for the month of December 2011. The motion passed 5-0-0.

MOTION – A motion by Commissioner Hazelton second by Commissioner Alford to pay Kaestle Boos Associates \$11,130. This completes their construction document phase at 100% payment. The motion passed 5-0-0.

MOTION – A motion by Commissioner Gustafson second by Commissioner Bennett to pay the Hartford Courant \$1,157.18 for three days of advertising for the invitation to bid. The motion passed 5-0-0.

MOTION - A motion by Commissioner Alford second by Commissioner Hazelton to pay Joseph Merritt and Co. \$2,402.70 and \$1,201.35 for drawing and specification books. The motion passed 5-0-0.

7. Poquonock School Heating System Conversion Phase 2

Mr. Greco said there are still substantial issues. He said there is no Sonitrol alarm protection, so if the boilers went down there would be no way we would be aware of this. He said a punch list has been established for nearly three weeks and as of Monday, no initiative to resolve this punch list had been taken. He said CT Boiler and the General Contractor have been doing a great job in workmanship and trying to solve these problems.

He said the gymnasium and cafeteria areas are cold. He said there is insufficient heat in both places by design. Mr. Greco said the gymnasium is going to be a bit more difficult than the cafeteria because more thin tube cannot be installed. He said the cafeteria is a fairly easy fix. He said there has been an area of the school that has been overheating since day one.

He said there was a meeting on December 5, 2011 and the engineer said three differential switches needed to be purchased. He said these switches were new last year but were fouled out. He said the three were replaced for \$1,000. Mr. Greco said the exhaust fans on one side of the building are not hooked up. He said one set of classrooms are overheating but believes it is a matter of a control issue.

Mr. Przech said the architect, LMG, will be at the next PBC meeting to explain the plan.

MOTION – A motion by Commissioner Bennett second by Commissioner Hazelton to pay CT Boiler Repair Payment # 8 in the amount of \$19,000. This payment represents completion of insulation and pipe labeling leaving a balance of \$51,500 including retainage. The motion passed 5-0-0.

MOTION – A motion by Commissioner Gustafson second by Commissioner Alford to pay CT Boiler Repair \$48,925 which completes all materials and labor for project. There is a balance of \$33,764 in retainage. The motion passed 5-0-0.

8. Northwest Park Geothermal Project – No Action Taken.

9. Town Hall HVAC Improvements

Mr. Przech said all of the re-imbusement checks have been received from Northeast Utilities for the Library and Town Hall. Mr. Funk said the Town Hall re-imbusement checks totaled approximately \$63,000 between the gas and electric. Mr. Przech said the Library was approximately \$14,000.

10. Library HVAC Improvements

Mr. Przech said the last part of the re-commissioning of the heating system has not been completed. The contractor is waiting for a cold day to finish.

WAIVING OF ARTICLE 1, SECTION 1 OF THE FREEDOM OF INFORMATION REGULATIONS TO ADD A HAYDEN STATION FIREHOUSE ELECTRIC METERING PAYMENT TO THE AGENDA.

MOTION – A motion by Commissioner Gustafson second by Commissioner Hazelton to add a Hayden Station Firehouse Electric Metering payment to the agenda. The motion passed 5-0-0.

MOTION – A motion by Commissioner Hazelton second by Commissioner Gustafson to pay \$904.25 to Automated Logic of CT. The motion passed 5-0-0.

11. Minutes of the December 13, 2011 Meeting.

MOTION - A motion by Commissioner Hazelton second by Commissioner Bennett to approve the PBC meeting minutes of December 13, 2011 with the following amendments:

**Capital Improvements should be "Draft." They have not been approved. On page 3, line 23, the motion to pay Isaac-Blair \$3,200 should be for "November" not "October."
The motion passed 5-0-0.**

12 – Staff Reports

Mr. Funk spoke about various projects upcoming on the Town Council's agenda. These projects include design money for Sage Park Middle School soundproofing and air conditioning of the cafeteria; Oliver Ellsworth School design money for roof replacement; Clover Street School virtual study for a possible new heating and air conditioning system; Oliver Ellsworth School design for remodeling of the office area; L.P. Wilson design money for roof replacement on the south side of the building; construction money for HVAC and electric improvements for 330 Windsor Avenue; and study money to examine fire and electrical systems in Town buildings.

13. Adjournment

MOTION – A motion by Commissioner Gustafson second by Commissioner Alford to adjourn the meeting at 8:13 p.m. The motion passed 4-0-0.

Respectfully submitted,

Cynthia A. Kleist
Recording Secretary

Windsor Public Building Commission
Regular Meeting
January 10, 2012