



TOWN OF WINDSOR, CONNECTICUT
PUBLIC BUILDING COMMISSION
February 11, 2025 at 6:30PM
Hybrid Meeting – Via Zoom and In-person
Town Hall – Ludlow Room

MEETING MINUTES

Public Building Commission Members Present: Deputy Chair Gary Johnson, Commissioner Jim Bennett, Commissioner Rusty Peck, Alternate George Bolduc, Alternate Mark Purdue

Public Building Commission Member(s) Absent: Chair Rick Hazelton, Commissioner Lee Alford

Also Present: Marco Aglieco – Building and Facilities Manager, Jim Russo – J.R. Russo LLC. via Zoom, Nate Secor – WPS Operations & Maintenance Supervisor, Tom Hibbard – Hibbard & Rose Architect, Julie Wilson – Recording Secretary

Call to Order

Deputy Chair Gary Johnson called the meeting to order at 6:32 pm.

Remarks of the Chair

None at this time.

Public Communications

None at this time.

Motion: Commissioner Rusty Peck moves to approve Poquonock Elementary Roof Design from #6 on the agenda to after #3. Seconded by Commissioner Jim Bennett.

Passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve Sage Park School Roof Replacement Phase 2 & 3 from #8 on the agenda to after the Poquonock Elementary Roof Design Update. Seconded by Commissioner Mark Purdue.

Passes: 5-0-0

Item #4 - Wilson Fire Station Roof Replacement -9585 CIP FY2025

Tom Hibbard, of Hibbard and Rosa, reported the cupola of design is waiting on weather for installation. The blocked soffit is now open. Airflow should be greatly improved. Marco Aglieco, Facilities Manager noted the McKinney PO was issued and the new doors and ceiling tiles are in stock and on-site meeting is scheduled for Thursday, February 13th.

Item #5 - Wilson Fire Station Interior -- 9585 CIP FY2025

Marco Aglieco, Facilities Manager noted the McKinney PO was issued and the new doors and ceiling tiles are in stock and on-site meeting is scheduled for Thursday, February 13th.

Item #6 – Poquonock Elementary School Roof Design – 9558 CIP FY2024

Tom Hibbard, of Hibbard and Rosa, since the budget was set a number of years ago the prices have increased post Covid by approximately 25-30%. This will impact the project going forward.

Item #7 – Clover Street School Roof Design -- 9549 CIP FY2022

Nothing new to report.

Item #8 Sage Park School Roof Design Replacement Phase 2 -- 9541 CIP FY2024

Tom Hibbard, of Hibbard and Rosa, updated that the mini splits are the outstanding issue. They will meet with Silktown Roofing this week to discuss. According to Marco Aglieco, Facilities Manager, this project should close soon.

Item #9 Oliver Ellsworth Humidity Mitigation – 9574 CIP FY2024

Jim Russo, Project Manager, said the job is basically done. Close out is done with the final punch list is completed and we are waiting the final invoice from the general contractor. Marco Aglieco, Facilities Manager, commented that the remain funds from Norris and Ferraris will be returned to the project because as a credit for the controls that were not provided with the equipment. Deputy Chair Gary Johnson confirmed commissioning is complete. There are sensors in each classroom, which was confirmed by Nate Secor, WPS Operations & Maintenance Supervisor.

Motion: Commissioner Rusty Peck moves to accept Application #9 from J.R. Russo, LLC., for Oliver Ellsworth School Humidity Mitigation in the amount of dated 1/31/25 for \$2,025.00. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Item #10– Sage Park MS HVAC Replacement Phase 2 & 3 – 9542 CIP FY2023

Marco Aglieco, Facilities Manager, stated this is completed, but there is ongoing management of some continuing issues. Jim Russo, Project Manager, is complete on the project.

Item #11 LP Wilson HVAC Improvements Phase 1 – 9551 CIP FY2023

Jim Russo, Project Manager, remaining issues with DAOS units and temperature control continue. Marco Aglieco, Facilities Manager, noted temperature control continue and added that the construction is done. He spoke with the engineer and communicated his dissatisfaction with all the control issues. The incorrectly installed valve was fixed. They are now waiting on TRANE to come back to the job site to make adjustments.

Motion: Commissioner Jim Bennett moves to approve Application #7 from Automated Logic, dated 1/8/25 for LP Wilson HVAC Improvements PH 1 in the amount of \$12,951.04. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Item #12 LP Wilson HVAC Improvements Phase 2 – 9551 CIP FY2023

Jim Russo, Project Manager, said earlier this month the close out began for as-builts, warranties, and O&Ms. There are still a few outstanding items on the punch list. 5% is being held back as retainage since control issues with the VRF exist. JR Russo LLC. will be issuing a credit for the next meeting, but decided to keep it open in case follow up is needed. According to Marco Aglieco, Facilities Manager, some of the rooms are still not heating correctly.

Motion: Commissioner Rusty Peck moves to approve Application #17 from J.R. Russo, LLC., dated 1/31/25 for LP Wilson HVAC Improvements Phase 2 in the amount of \$1,350.00. Seconded by Alternate Mark Purdue.

Passes: 5-0-0

Item #13 LP Wilson HVAC Improvements Phase 2B – 9551 CIP FY2025

According to Marco Aglieco, Facilities Manager, the Petricelli design is going out to bid shortly. Fuss & O'Neill is the lowest quote and since they know the building well, he recommends we use them for phase 2B.

Motion: Commissioner Rusty Peck moves to approve the Fuss & O'Neill's Hazmat Proposal for LP Wilson HVAC Improvements Phase 2B in the amount of \$14,233.00. Seconded by Alternate Mark Purdue.

Passes: 5-0-0

Item #14 JFK School Gym HVAC Phase 3 Construction – 1932 CIP FY2023

Marco Aglieco, Facilities Manager, reported that one final credit from JR Russo LLC., came in to complete the project. The project is ready to be closed deputy chair Gary Johnson asked what needs to be done to finalize things, and requested a closing amount to be provided at the next meeting. Commissioner Rusty Peck requested that we note on the public agenda when a project is going to be closed out.

Motion: Commissioner Jim Bennett moves to approve a credit J.R. Russo, LLC., dated 1/15/25 for JFK School Gym HVAC Phase 3 in the amount of \$7,905.00. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Item #15 Aquatic Facilities Improvements Goslee & Welch Design– 9536 CIP FY2022

Nothing new to report.

Item #16 Welch Pool Renovations Construction– 1938 CIP FY 2024

Per Jim Russo, Project Manager, there are punch list items that need attention in the family room ADA shower, and plaster expose on the wading pool deck. Since warmer weather is required to address these issues. The general contractor will resume work in April. 5% retainage is being held until the town is satisfied with the work.

Item #17– Clover Street School Restrooms ADA Improvements Phase 1– 9552 CIP FY2024

Per Marco Aglieco, Facilities Manager, stated the project is basically done and he will consult with Jim Russo, Project Manager, for close out of the project this month.

Item #18– Clover Street School Restrooms ADA Improvements Phase 2– 9552 CIP FY2024

Marco Aglieco, Facilities Manager, reported that the project had gone out to bid. Scope and Richards corporation were the only two bidders. Scope's bid was lower and their work on phase one went smoothly. Therefore, he recommends we use Scope for phase 2.

Motion: Alternate Mark Purdue moves to approve invoice 21131.01-i2 (if adjusted to note it is for Phase 1) from Russell and Dawson dated 2/7/25 Clover Street School Restrooms ADA Improvements Phase 1 in the amount of \$4,800.00. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve the bid from Scope Construction Company, Inc., dated 2/5/25 Clover Street School Restrooms ADA Improvements Phase 2 in the amount of \$1,526,000.00. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Item #19 – LP Wilson BOE Restroom Improvements Design – 9553 CIP FY2025

Marco Aglieco, Facilities Manager, reported the design phase has been completed. Construction is scheduled for summer of 2026. Deputy Chair Gary Johnson asked if in actuality it is a lump sum and Marco replied that he will have a conversation to clarify with their billing department future invoicing procedures and language.

Motion: Commissioner Rusty Peck moves to accept invoice 21132.01-i1 from Russell and Dawson Inc., dated 1/7/25 for LP Wilson BOE Restroom Improvements Design in the amount of \$3,500.00. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Item #20 – 330 Windsor Ave Gym HVAC Design – 9550 CIP FY2022

Per Marco Aglieco, Facilities Manager, electrical meter have been installed by Automated Logic and programming is pending. The rooftop units still need upgrades.

Item #21 – Milo Peck School HVAC Replacement Design – 9538 CIP FY2024

Nothing new to report.

Item #22 – Minutes of Preceding Meeting

Motion: Alternate Mark Purdue moves to accept draft minutes of preceding meeting on 1/14/25 with amendments. Seconded by Alternate George Bolduc.

Passes: 5-0-0

Item #23 - Staff Reports:

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

Item #24 Adjournment:

Motion: Commissioner Rusty Peck moves to adjourn the meeting at 7:21 PM.
Seconded by Commissioner Jim Bennett.

Passes: 5-0-0

Respectfully submitted,
Julie Wilson
Public Building Commission Recording Secretary