



TOWN OF WINDSOR, CONNECTICUT
PUBLIC BUILDING COMMISSION
February 25, 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, Commissioner Lee Alford, Commissioner George Bolduc

Public Building Commission Member(s) Absent: Chair Rick Hazelton, Alternate Mark Purdue

Also Present: Marco Aglieco – Building and Facilities Manager, Jim Russo – J.R. Russo LLC. via Zoom, Carlos Rosario WPS Physical Plant Manager, Tom Hibbard – Hibbard & Rose Architect, Julie Wilson – Recording Secretary

Call to Order

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

Remarks of the Chair

Deputy Chair Gary Johnson expressed his thanks for the update calendar to the packet denoting the dates the PBC reports to the Town Council.

Public Communications

Leonard Lockhart, BOE Secretary and Wilson Fire House Volunteer Fire Captain as a representative of the fire house he thankful for the fire house refresh. The fire department also found the contractors very professional and courteous. As a BOE representative the thanks the PBC, Marco, and the team he recognizes the number of school building projects being managed on a limited number of resources. He also thanks the clerk of the works for the work done at Oliver Ellsworth on the humidity mitigation. As a result of the work morale is higher and the public's confidence in the building has increased. He is also attending tonight to hear about the progress going on at Sage Park & LP Wilson temperature issues.

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

Marco Aglieco, Facilities Manager, stated the cupola is being shipped or is enroute however, they will still wait on weather for installation, along with the painting of the fascia boards.

Motion: Commissioner Rusty Peck moves to accept Invoice 6162-25 from McKinney Construction, LLC. for Wilson Fire Station Interior Renovations in the amount of dated 2/22/25 for \$24,637.50. Seconded by Commissioner Jim Bennett.

Passes: 5-0-0

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

Marco Aglieco, Facilities Manager, reported he met with general contractor and colors and styles are being chosen. Door and materials have been ordered and work will commence shortly.

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

Tom Hibbard, of Hibbard and Rosa, noted there is not much to update. On 2/10/25 the application was submitted by Danielle Batchelder. At this point they have not heard back regarding the application. The drawings are complete. Challenges will arise in the budget due to the extended project delay. There will be five alternates for the project.

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

According to Tom Hibbard, of Hibbard and Rosa, this project will start calendar year 2026 and fiscal year 2027. Currently things are on hold, but are in good shape for when it will start up again in a few months. They will soon prepare for the OSCG&R application.

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

Per Tom Hibbard, of Hibbard and Rosa, they are working on an HVAC solution and he is in contact with the building official regarding the matter.

Item #9 Oliver Ellsworth Humidity Mitigation – 9574 CIP FY2024

Marco Aglieco, Facilities Manager, reported that a few remaining punch list items are being completed. Minor details are being fixed, like the remaining roof debris, and two roof leaks. It is being leaks are being inspected and a course of action will be determined.

Motion: Commissioner Lee Alford moves to approve Credit from J.R. Russo, LLC., dated 2/12/25 for Oliver Ellsworth Humidity Mitigation in the amount of \$1,796.26. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

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

Nothing new to report

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

Marco Aglieco, Facilities Manager, reported the last few weeks continued to be frustrating. TRANE has been out and said they found issues, but problems beyond those identified by TRANE continue. The units are not working and nobody is taking responsibility. The engineer is looking at some issues per Marco's request.

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

Marco Aglieco, Facilities Manager, reported that some small issues still remain. One condensing unit is working too hard and has minor control issues. He has been working with Automated Logic to fix the issues.

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

According to Marco Aglieco, Facilities Manager, estimates have been put together. The design is done and will go out to bid soon. It will be presented to Town Council for funding soon.

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

Marco Aglieco, Facilities Manager, reported that JR Russo LLC. and Action Air LLC. are paid in full and the project is ready to be closed.

Motion: Commissioner Jim Bennett moves to close JFK School Gym HVAC Phase 3 with a remaining balance in the amount of \$7,952.56. 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

Nothing new to report.

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

Per Marco Aglieco, Facilities Manager, phase 1 of the project went smoothly and is ready to be closed out.

Motion: Commissioner Rusty Peck moves to approve the EnviroMed Credit for Clover Street School Restrooms ADA Improvements Phase 1 in the amount of \$2,690.00. Seconded by Commissioner George Bolduc.

Passes: 5-0-0

Motion: Commissioner Jim Bennett moves to close Clover Street School Restrooms ADA Improvements Phase 1 with a balance of \$799.95. Seconded by Commissioner George Bolduc.

Passes: 5-0-0

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

Marco Aglieco, Facilities Manager, shared that the Town Council approved and the public hearing is scheduled for 3/3/25. Pending the second approval Scope Construction will be contacted to proceed.

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

Nothing new to report.

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

Per Marco Aglieco, Facilities Manager, electrical meters were installed, but need to be wired. Automated Logic and Carrier have yet to be scheduled.

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

Nothing new to report.

Item #22 – Minutes of Preceding Meeting

Motion: Commissioner Jim Bennett moves to accept draft minutes of preceding meeting on 2/11/25 with amendments. Seconded by Commissioner George Bolduc.

Passes: 4-0-1 (Alford)

Item #23 - Staff Reports:

- Clover Street School Field Improvements – 9551 – Nothing new to report. This item will be removed from future agendas.
- Wilson Gateway Park – 9582 – Nothing new to report.

Item #24 Adjournment:

Motion: Commissioner Rusty Peck moves to adjourn the meeting at 7:06 PM. Seconded by Commissioner Jim Bennett.

Passes: 5-0-0

Respectfully submitted,
Julie Wilson
Public Building Commission Recording Secretary