



TOWN OF WINDSOR, CONNECTICUT
PUBLIC BUILDING COMMISSION
August 12, 2025 at 6:30PM
Hybrid Meeting – Via Zoom and In-person
Town Hall – Ludlow Room

MEETING MINUTES

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

Public Building Commission Member(s) Absent: None

Also Present: Marco Aglieco – Building and Facilities Manager, Carlos Rosario- WPS Physical Plant Manager, Kathleen Pane – Fuss & O'Neill, Brittany Clark—Clerk of the Works with 7 Summits Construction

Call to Order

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

Remarks of the Chair

Rick Hazelton stated that he is thankful for the opportunity to serve on the PBC board since 1996. It was a great experience and he followed two great guys.

Public Communications

None.

Item #4– Clover Street School Restrooms ADA Improvements Phase 2– 9552 CIP FY2024

According to Brittany Clark, August 15 will be the completion of the project. Final walk-throughs by the architect and punch list creation is in process. Carlos Rosario and Britney are walking through with the building official on August 15. A few straggling items remain that will be done while the teachers are there, before the students arrive.

Motion: Commissioner Rusty Peck moved to accept invoice 28434 from EnviroMed, dated 7/31/25 for Clover Street School Restrooms ADA Improvements Phase 2, CIP 9552 in the amount of \$13,209.50. Seconded by Commissioner Gary Johnson.

Passed: 5-0-0

Motion: Commissioner Jim Bennett moved to accept change order 4 revision 1 from Scope Construction Co. Inc., dated 7/28/25 for Clover Street School Restrooms ADA Improvements Phase 2, CIP 9552 in the amount of \$3,855.00. Seconded by Commissioner Lee Alford.

Passed: 5-0-0

Motion: Commissioner Rusty Peck moved to accept change order 6 from Scope Construction Co. Inc., dated 7/10/25 for Clover Street School Restrooms ADA Improvements Phase 2, CIP 9552 in the amount of \$3,668.00. Seconded by Commissioner Jim Bennett.

Passed: 5-0-0

Motion: Commissioner Rusty Peck moved to accept change order 7 revision 1 from Scope Construction Co. Inc., dated 7/29/25 for Clover Street School Restrooms ADA Improvements Phase 2 CIP 9552 in the amount of \$1,562.00. Seconded by Commissioner George Bolduc.

Passed: 5-0-0

Motion: Commissioner Rusty Peck moved to accept change order 8 from Scope Construction Co. Inc., dated 8/5/25 for Clover Street School Restrooms ADA Improvements Phase 2, CIP 9552 in the amount of \$8,225.00. Seconded by Commissioner Gary Johnson.

Passed: 5-0-0

Motion: Commissioner George Bolduc moved to accept change order 9 from Scope Construction Co. Inc., dated 8/4/25 for Clover Street School Restrooms ADA Improvements Phase 2, CIP 9552 in the amount of \$1,744.00. Seconded by Commissioner Jim Bennett.

Passed: 5-0-0

Motion: Commissioner Gary Johnson moved to accept application 4 from Scope Construction Co. Inc., period to 7/31/25 for Clover Street School Restrooms ADA Improvements Phase 2, CIP 9552 in the amount of \$684,151.05. Seconded by Commissioner George Bolduc.

Passed: 5-0-0

Motion: Commissioner Gary Johnson moved to accept application 4 from 7 Summits Construction LLC., period to 7/31/25 for Clover Street School Restrooms ADA Improvements Phase 2, CIP 9552 in the amount of \$15,480.00. Seconded by Commissioner Jim Bennett.

Passed: 5-0-0

Item #5 -- LP Wilson HVAC Improvements Phase 1 – 9551 CIP FY2023

Per Marco Aglieco, application 13 is the final bill from Action Air. The DOAS units are working properly since TRANE came out. There is some repair work, pending, for the actuator that is on order Marco recommends you make the final payment and deal with any future issues as warranty items. He hopes to close out the project at the next meeting.

Motion: Commissioner Rusty Peck moved to accept application 13 from Action Air Systems, Inc., period to 7/31/25 for LP Wilson HVAC Improvements Phase 1, CIP 9551 in the amount of \$79,685.40. Seconded by Commissioner Jim Bennett.

Passed: 5-0-0

Item #6 -- LP Wilson HVAC Improvements Phase 2 – 9551 CIP FY2023

Marco Aglieco reported some additional work remains with the punch list. The windows by the old AC unit are in the process of being replaced. Other minor items remain like the trim, which should be done by weeks. Action Air sent an invoice which marker returned because their calculations were wrong, so they will revise and resend.

Item #7 -- LP Wilson HVAC Improvements Phase 2B – 9551 CIP FY2025

Kathleen Pane of Fuss & O'Neill came to explain the change order related to the hazardous building materials and abatement monitoring. The original bid included 5 days based on an empty building. Since programs with children were ongoing, they had to apply for a variance application and addendum #1 to CT DPH. The original RFP was for five days on site and the addendum brought it to 25 days. Marco added that staff changes DPH have led to more stringent requirements. This was not required in phase one and two of this project. Deputy Chair Gary Johnson inquired why the students were not moved to another location. The recreation department did not have another location to put this amount of people. Marco noted they thought the barrier would be sufficient in conjunction with the set-up of the building. DPH does not to make exceptions in specific instances that can open the door for future exceptions.

Brittany, Clark of seven Summit state as the court area where the office is and faculty. Our house is complete. As for the hallways, they are mostly complete. Grid and tiles have been installed. The radiation is on order and will be installed on off hours and will not cause any disruptions. The BOE room ductwork is installed. They are awaiting roof curbs that should be done by the end of next week. Abatement is complete on the board of Ed side. The center space between the two sides will be closed August 13. The only other remaining work is the gymnasium. The gym abatement starts on August 18. Unit demo will start and take 3 1/2 weeks. The walls will be saved and no students or faculty will have access. It was established at the gym work will not interrupt any access to adjacent periods. Marco noted he got positive feedback from the staff this week while on site.

Motion: Commissioner Jim Bennett moved to approve change order 1 from McKinney Construction Co., LLC., dated 7/22/25 for LP Wilson HVAC Improvements Phase 2B, CIP 9551 in the amount of \$4,500.00. Seconded by Commissioner Rusty Peck.

Passed: 5-0-0

Motion: Commissioner Gary Johnson moved to approve change order 2 from McKinney Construction Co., LLC., dated 7/23/25 for LP Wilson HVAC Improvements Phase 2B, CIP 9551 in the amount of \$7,500.00. Seconded by Commissioner George Bolduc.

Passed: 5-0-0

Motion: Commissioner George Bolduc moved to approve application 2 from McKinney Construction Co., LLC., period to 7/31/25 for LP Wilson HVAC Improvements Phase 2B, CIP 9551 in the amount of \$159,652.82. Seconded by Commissioner Rusty Peck.

Passed: 5-0-0

Motion: Commissioner Gary Johnson moved to approve change order 2 from Action Air Systems, LLC., dated 8/12/25 for LP Wilson HVAC Improvements Phase 2B, CIP 9551 in the amount of \$-7,500.00. Seconded by Commissioner Rusty Peck.

Passed: 5-0-0

Motion: Commissioner Jim Bennett moved to approve application 2 from Action Air Systems, LLC., period to 7/31/25 for LP Wilson HVAC Improvements Phase 2B, CIP 9551 in the amount of \$269,144.50. Seconded by Commissioner George Bolduc.

Passed: 5-0-0

Motion: Commissioner Jim Bennett moved to approve change order 2 from Fuss & O'Neill, revised dated 7/30/25 for LP Wilson HVAC Improvements Phase 2B, CIP 9551 in the amount of \$52,664.00. Seconded by Commissioner Rusty Peck.

Passed: 5-0-0

Motion: Commissioner Rusty Peck moved to approve invoice 0273564 from Fuss & O'Neill, dated 7/9/25 for LP Wilson HVAC Improvements Phase 2B, CIP 9551 in the amount of \$10,587.83. Seconded by Commissioner George Bolduc.

Passed: 5-0-0

Motion: Commissioner Gary Johnson moved to approve application 1 from Haz-Pros, Inc., period to 7/31/25 for LP Wilson HVAC Improvements Phase 2B, CIP 9551 in the amount of \$124,830.00. Seconded by Commissioner Rusty Peck.

Passed: 5-0-0

Motion: Commissioner Rusty Peck moved to accept application 2 from 7 Summits Construction LLC., period to 7/31/25 for LP Wilson HVAC Improvements Phase 2B, CIP 9551 in the amount of \$14,567.00. Seconded by Commissioner Jim Bennett.

Passed: 5-0-0

Item #8 - Wilson Fire Station Interior -- 9585 CIP FY2025

Marco Aglieco reported that the project is mostly complete. There are some remaining trim painting that is outstanding. The current order for McKinney was for the garage doors outside trim and post painting, along with the price of six bay doors since the current ones are worn.

Motion: Commissioner George Bolduc moved to approve change order 2 (quote 3024-25) from McKinney Construction Co., LLC dated 7/23/25 for Wilson Fire Station Interior, CIP 9585 in the amount of \$2,250.00. Seconded by Commissioner Gary Johnson.

Passed: 5-0-0

Item #9 – Poguonock Elementary School Roof Design – 9558 CIP FY2024

Marco Aglieco reported we are waiting for the BOE to have their motion, at which point the grant can be submitted back to the state.

Item #10 – Clover Street School Roof Design -- 9549 CIP FY2022

Per Marco Aglieco, Tom Hibbard has made some modifications to his original design. The estimate came through today, and things are now moving forward.

Item #11 -- Sage Park School Roof Design Replacement Phase 2 -- 9541 CIP FY2024

Marco Aglieco reported that other vendors cannot provide price lower than Silktown Roofing for the galvanized weight pipes.

Motion: Commissioner Jim Bennett moved to approve change order option 5 from Silktown Roofing, Inc., dated 5/23/25 for Sage Park School Roof Replacement Phase 2, CIP 9541 in the amount of \$47,911.39. Seconded by Commissioner George Bolduc.
Passes: 5-0-0

Item #12 -- Oliver Ellsworth Humidity Mitigation – 9574 CIP FY2024

Marco Aglieco stated the roof ladder installation came out well, making roof access much easier. As of yesterday, the Melink integration should be complete.

Motion: Commissioner Rusty Peck moved to approve invoice 71622 from Atlas Metal Works, LLC., dated 7/15/25 for Oliver Ellsworth Humidity Mitigation, CIP 9574 in the amount of \$8,975.00.
Seconded by Commissioner George Bolduc.
Passed: 5-0-0

Motion: Commissioner George Bolduc moved to approve application 10 from Action Air Systems, LLC., period to 2/28/25 for Oliver Ellsworth Humidity Mitigation, CIP 9574 in the amount of \$3,000.00.
Seconded by Commissioner Jim Bennett.
Passed: 5-0-0

Item #13 – Sage Park MS HVAC Replacement Phase 2 & 3 – 9542 CIP FY2023

According to Marco Aglieco, John Puliott was hired to design a solution for the noise issues in the music room and auditorium, which was well received by both contractors. USA Mechanical was chosen as their estimate came in at half of that of the other contractor. The music rooms are complete and diffusers have been added as well. The music rooms are now much quieter. Work is on-going in the auditorium and new ductwork will be installed next week.

Motion: Commissioner Jim Bennett moved to approve quote from USA Mechanical & Energy Services, LLC., dated 7/28/25 for Sage Park MS HVAC Replacement Phase 3, CIP 9542 in the amount of \$36,490.00. Seconded by Commissioner Rusty Peck.
Passed: 5-0-0

Item #14 -- Aquatic Facilities Improvements Goslee & Welch Design– 9536 CIP FY2022

Marco Aglieco reported he is still working with Weston and Sampson engineer to finalize their scope and the billing.

Item #15 -- Welch Pool Renovations Construction-- 1938 CIP FY 2024

Marco Aglieco reported that he told Millennium that they had too many punch list items remaining to submit their final payment. Issues remain with pooling water and rusting benches as well.

Item #16 -- LP Wilson BOE Restroom Improvements Design -- 9553 CIP FY2025

Per Marco Aglieco this is in the process of getting buttoned up in order to go out to bid for next summer.

Item #17 -- 330 Windsor Ave Gym HVAC Design -- 9550 CIP FY2022

According to Marco Aglieco the last rooftop unit is working, however they are waiting on the new electric meters.

Item #18 -- Milo Peck School HVAC Replacement Design -- 9538 CIP FY2024

Nothing new to report.

Item #19 -- Town Hall Roof Replacement -- 9591 CIP FY2026

Item #20 -- LP Wilson Roof Replacement North End-- 9593 CIP FY2026

Item #21 -- Windsor HS Roof Replacement -- 9592 CIP FY2027

Item #22 -- Chaffee House Exterior Repair & Improvements -- 9594 CIP FY2025

Marco Aglieco reported that Gary Dowgewicz will be running this project under Marco's supervision. As thing progress he will come give reports.

Item #23 -- Minutes of Preceding Meeting

Motion: Commissioner Gary Johnson moved to accept draft minutes of preceding meeting on 7/8/25 with corrections.

Seconded by Commissioner Jim Bennett.

Passed: 5-0-0

Item #20 -- Staff Reports: Marco Aglieco wanted Rick Hazelton to know it has been a joy to work with him on the PBC.

Item #21 -- Adjournment:

Motion: Commissioner Gary Johnson moved to accept draft minutes of preceding meeting on 7/8/25 with corrections.

Seconded by Commissioner Jim Bennett.

Passed: 5-0-0

Motion: Commissioner Rick Hazelton moved to adjourn the meeting at 7:53 PM.
Seconded by Commissioner Rusty Peck.

Passed: 5-0-0

Respectfully submitted,
Julie Wilson
Public Building Commission Recording Secretary

DRAFT