



TOWN OF WINDSOR, CONNECTICUT

May 13, 2025 at 6:30PM

Hybrid Meeting – Via Zoom and In-person
Town Hall – Rose Room

MEETING MINUTES

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

Public Building Commission Member(s) Absent: Alternate George Bolduc, Alternate Mark Purdue

Also Present: Marco Aglieco – Building and Facilities Manager, Nate Secor- WPS Operations & Maintenance Supervisor (via Zoom), Julie Wilson – Recording Secretary, Leonard Lockhart – BOE Secretary, Jenna Zinky- Assistant Town Manager, Tom Hibbard- Architect with Hibbard & Rosa, Brittany Clark- Project Manager with 7 Summits Construction, Greg Rose- R&S Group

Call to Order

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

Remarks of the Chair

None

Public Communications

None

Item #4-- Staff Reports- Assistant Town Engineer- Jenna Zinky

- ***Clover Street School Improvements- 9551 CIP FY 2024***

The building was delivered 4/15/25 and is fully set. The water, sewer, and electrical are now run into the building. Interior work is being finished. Building permit reviews will be done before the project is closed out. Facilities will have the keys for winterization processes and Recreation will handle the event scheduling and have keys as well.

- ***Wilson Gateway Park- 9582 CIP FY 2024***

The building was delivered 4/10/25. Final utilities connections are in process. Then final utility sign offs will happen before making the services live. Inside building inspections are in process. Completion is anticipated in early June when a punch list will be created. Recreation is planning an opening ceremony in July.

Item #5– Clover Street School Restrooms ADA Improvements Phase 2– 9552 CIP FY2024

Brittany Clark of 7 Summits Construction stated that things are in place for a June 11 start and an August 15th completion. They are in the process of procuring all the materials, and getting all the final submittals and all the approvals from the architect. According to Marco Aglieco, Facilities Manager, everything is status quo and there is one more meeting before the job start.

Motion: Commissioner Rusty Peck moved to accept Application #1 from Scope Construction Co. Inc., for Clover Street School Restrooms ADA Improvements Phase 2 in the amount of dated 4/23/25 for \$48,407.25. Seconded by Deputy Chair Gary Johnson.

Passes: 5-0-0

Motion: Deputy Chair Gary Johnson moved to accept Application #1 from 7 Summits Construction, LLC., for Clover Street School Restrooms ADA Improvements Phase 2 in the amount of dated 4/30/25 for \$7,000.00. Seconded by Commissioner Jim Bennett.

Passes: 5-0-0

Item #6 - Wilson Fire Station Roof Replacement -9585 CIP FY2025

According to Greg Rose, R&S Group, the last items of the trim work, caulking, and painting of the fascia are complete. McKinney went above and beyond by painting the pillars of the side entrance. At this point the work is complete. Marco Aglieco, Facilities Manager, noted the waterproofing is done as well as the bricks cleaning. Young Developer retainage is left and R&S Group last payment should be closed in June. After that the close-outs letters and the procurement of the warranty documents.

Item #7 - Wilson Fire Station Interior -- 9585 CIP FY2025

Per Marco Aglieco, Facilities Manager, the project is progressing well and close to 80-90% complete. The painting is finished. They are painting the exterior doors. The dishwasher and cabinets are installed. The electrical needs to be connected in the kitchen yet. Marco is pleased that McKinney also went above and beyond the scope of the project.

Motion: Commissioner Rusty Peck moved to accept the future payment of an unspecified vendor for temperature control equipment and installation at Wilson Fire Station Interior not to exceed \$29,368.00 by Commissioner Jim Bennett.

Passed: 5-0-0

Item #8 – Poquonock Elementary School Roof Design – 9558 CIP FY2024

Per Marco Aglieco, Facilities Manager, it is confirmed since the State of CT never got back to Danielle Batchelder, WPS COO, which means the work will not occur this summer. Tom Hibbard, architect of Hibbard & Rosa, queried the state and they said they had a high volume of jobs come through. Tom stated it is nobody's fault on the town's side. Commissioner Jim Bennett asked if there were any major leaks, and Marco noted that there are not.

Item #9 – Clover Street School Roof Design -- 9549 CIP FY2022

Tom Hibbard will soon get back to this project. It is currently at 85% completion. Ideally, it would go out to bid in the fall and get the contract signed before the new year. There are also no major leaks currently and Carlos Rosario is keeping up with any issues.

Item #10 Sage Park School Roof Design Replacement Phase 2 -- 9541 CIP FY2024

Tom Hibbard is dealing with obtaining weights for the mini split units. Instead of concrete blocks, which deteriorate overtime thus losing weight. He proposed to use galvanized pipes. The pipes are filled with gravel and capped on the end and bolted down, not directly to the ground, he noted. It's a very clean system. The first change order also took place for the railing for the hatch.

Motion: Commissioner Jim Bennett moved to approve Change Order #2 from Silktown Roofing, Inc., dated 10/11/24 for Sage Park School Roof Replacement Phase 2 in the amount of \$4,364.54. Seconded by Commissioner Rusty Peck.

Passes: 5-0-0

Motion: Commissioner Rusty Peck moved to approve Application #6 from Silktown Roofing, Inc., dated 1/20/25 for Sage Park School Roof Replacement Phase 2 in the amount of \$95,382.81. Seconded by Commissioner Lee Alford.

Passes: 5-0-0

Item #11 Oliver Ellsworth Humidity Mitigation – 9574 CIP FY2024

Jim Russo, project manager, is unsure if the unit controls in the kitchen have been fixed, but it is the last outstanding item. Since action error has been sold this project manager is no longer with the company. Marco Aglieco has a contractor looking at the slow controller and a quote is forthcoming.

Item #12– Sage Park MS HVAC Replacement Phase 2 & 3 – 9542 CIP FY2023

Marco Aglieco reported that the auditorium and the two music rooms still have issues. The contractor believes the noise is from the unit, not the ductwork. So, they are trying a noise attenuator, and if that doesn't work, the addition of diffusers could be tried as well.

Item #13 LP Wilson HVAC Improvements Phase 1 – 9551 CIP FY2023

Marco Aglieco spoke to action air who is waiting for a TRANE to program DOAS units, they've worked on them a little, yet more work remains. Once this is complete phase 1 of this project can be closed.

Item #14 LP Wilson HVAC Improvements Phase 2 – 9551 CIP FY2023

Marco Aglieco stated control issue programming continues, though there is some improvement. He sent a letter to Kevin Deneen, Windsor's town attorney, in light of the outstanding credit due to the town. The only remaining is some trim on the fan coil units. The unit heater in the mechanical room and air-conditioning units still need to be put back.

Item #15 LP Wilson HVAC Improvements Phase 2B – 9551 CIP FY2025

Marco Aglieco put out to bid five addendums. Lots of questions came up during the process, causing Marco to realize he did not want to be functioning as a general contractor. The schedule of the project is tight and there were many questions, which may be why there were only two bids on the job from McKinney Construction and Action Air. He has since reached out to Abide and Haz-Pros for abatement quotes. McKinney Construction, only been on the flooring and Marco asked them to add the ceiling price to their bid.

Motion: Commissioner Jim Bennett moved to accept the quote from Haz-Pros, Inc., for future services at LP Wilson HVAC & Interior Improvements Phase 2B not to exceed \$173,900.00. Seconded by Commissioner Rusty Peck.

Passed: 5-0-0

Motion: Commissioner Lee Alford moved to accept the quote from McKinney Construction, LLC., for future services at LP Wilson HVAC & Interior Improvements Phase 2B not to exceed \$322,365.00. Seconded by Commissioner Rusty Peck.

Passed: 5-0-0

Motion: Commissioner Jim Bennett moved to accept the quote from McKinney Construction, LLC., for future services at LP Wilson HVAC & Interior Improvements Phase 2B not to exceed \$179,556.00. Seconded by Commissioner Rusty Peck.

Passed: 5-0-0

Motion: Deputy Chair Gary Johnson moved to accept the quote from Action Air Systems, Inc., for future services at LP Wilson HVAC & Interior Improvements Phase 2B not to exceed \$837,950.00. Seconded by Commissioner Rusty Peck.

Passed: 5-0-0

Motion: Commissioner Rusty Peck moved to accept the revised Change Order from Fuss & O'Neill, for future services at LP Wilson HVAC & Interior Improvements Phase 2B not to exceed \$10,444.00 Seconded by Commissioner Jim Bennett.

Passed: 5-0-0

Motion: Commissioner Lee Alford moved to accept the quote from Automated Logic for services at LP Wilson HVAC & Interior Improvements Phase 2B not to exceed \$85,907.00. Seconded by Commissioner Rusty Peck.

Passed: 5-0-0

Motion: Commissioner Rusty Peck moved to approve the Fuss & O'Neill's Invoice #271013 for LP Wilson HVAC Improvements Phase 2B in the amount of \$2,249.38. Seconded by Commissioner Lee Alford.

Passes: 5-0-0

Motion: Commissioner Jim Bennett moved to approve the Quote for services at 7 Summits Construction, LLC., LP Wilson HVAC Improvements Phase 2B not to exceed the amount of \$74,880.00. Seconded by Deputy Chair Gary Johnson.

Passes: 5-0-0

Item #16 Aquatic Facilities Improvements Goslee & Welch Design– 9536 CIP FY2022

Nothing new to report.

Item #17 Welch Pool Renovations Construction– 1938 CIP FY 2024

According to Jim Russo, the new plaster work is complete. The aquatics engineering team needs to confirm it was done correctly. The architect will schedule this possibly the week of May 19th. The punchlist is 100% complete. The pump needs to be fixed, according to Marco, but he has been unable to get the contractor to schedule a time. The parts are there all that is needed is the labor. Marco said this job should close soon.

Item #18 – LP Wilson BOE Restroom Improvements Design – 9553 CIP FY2025

Marco Aglieco went back to the engineer to see if they could design the entrance to the restroom similar to what is on the parks and rec side. This design has no doors and you go right in the engineer, came back with a preliminary design and says yes, that can be executed. There would still be doors, but the entrances would be joining each other once Carlos Rosario is back from vacation, they will review it construction would occur next summer.

Item #19 – 330 Windsor Ave Gym HVAC Design – 9550 CIP FY2022

Marco Aglieco is still waiting on Automated Logic. Carrier is ordering the parts and work resume once those parts are received.

Item #20 – Milo Peck School HVAC Replacement Design – 9538 CIP FY2024

Per Marco Aglieco nothing new on the design. Some minor repairs were done on the hot water valve and other items. Marco plans to get the project moving along, which will involve him

reviewing the original design which he just located. The plaque has been located as well. A new contractor will be needed since Salamone & Associates is unresponsive at this point.

Item #21 – Minutes of Preceding Meeting

Motion: Deputy Chair Gary Johnson moved to accept draft minutes of preceding meeting on 4/22/25. Seconded by Commissioner Jim Bennett.

Passes: 4-0-1 (Hazelton)

Item #22 Adjournment:

Motion: Commissioner Rusty Peck moves to adjourn the meeting at 7:43 PM. Seconded by Commissioner Jim Bennett.

Passes: 5-0-0

Respectfully submitted,
Julie Wilson
Public Building Commission Recording Secretary