

**BUILDING COMMISSION
TOWN OF EAST WINDSOR
11 RYE STREET
BROAD BROOK, CONNECTICUT, 06016**

**SPECIAL MEETING
Monday, December 4, 2023
6:30 p.m.**

In-Person
John Daly, Jr. Meeting Room,
Town Hall, 11 Rye Street, Broad Brook, CT
and
Via Zoom Teleconference
Meeting ID: 714 897 1799

Meeting Minutes

These minutes are not official until approved at a subsequent meeting

1. TIME AND PLACE OF MEETING:

Chairperson, James Thurz called the special meeting to order at 6:30 p.m. The Meeting was held at the East Windsor Town Hall, John Daly, Jr. Meeting Room, 11 Rye Street, Broad Brook, CT and via teleconference.

2. ATTENDANCE:

James Thurz, Chairperson, Heather Spencer, Vice Chairperson, and members, David Swaim, Jeffrey Ostrout, Michael Pillion, Richard Pippin, Peter Larese, and Stanley Kement were present. Absent Wayne Shary.

Also present: Len Norton, Director of Public Works/Town Engineer, Joe Sauerhoefer, Deputy Director of Public Works, Sarah Muska, Selectman, Alan Baker, Selectman, and Keith Yagaloff, Selectman.

3. NEW BUSINESS

- A.** Accept Community Center Bid per the recommendation of the architect and forward to Board of Selectmen for USDA approval.

Joe Sauerhoefer, Deputy Director of Public Works joined the Commission to discuss the Community Center bids. Mr. Sauerhoefer indicated that the low bidder for the project was BRD Builders. The architect, Stephen Jager of Stephen Jager Associates, LLC, had fully vetted BRD Builders and they received excellent reviews from their previous projects. Mr. Sauerhoefer indicated that he is very confident about this contractor. Chairman Thurz asked how much underbudget was BRD's bid and Mr. Sauerhoefer stated that it was approximately 1 million less. Vice Chairman Heather Spencer stated there would be some changes and

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Mr. Sauerhoefer concurred and stated that they had eliminated the basement from the design.

Mr. Sauerhoefer explained the process of forwarding the recommendation to the Board of Selectmen and then this would be forwarded to the USDA who would ultimately make the final decision. Stephen Jager, Associates is in the process of preparing all the documents the USDA requires.

Chairman Thurz requested any questions from the Commission members. Vice Chairman Heather Spencer asked for clarification of the time frame from the time Stephen Jager provided the USDA with the required information to when the USDA makes their decision. Mr. Sauerhoefer indicated the USDA did not give a specific time, but Mr. Sauerhoefer is anticipating less than a week. Commissioner David Swaim asked if the million-dollar difference was based on the architect's initial estimate. Mr. Sauerhoefer stated that there were a number of contingencies built into the estimate. Commission Pillion asked if there was some concern about the low bid because of the difference in price between the low bid and the second and third low bidders. Mr. Sauerhoefer reiterated that the low bidder had been thoroughly vetted and they had confidence in the bidder. A brief discussion followed regarding the construction schedule and anticipated time for the project to be complete.

Chairman Thurz asked for any comments from the public.

Keith Yagaloff, 125 Depot Street – Mr. Yagaloff stated there was an issue with the water table at the Community Center site and this would cause a problem for the foundation. He indicated that he believed that an engineer should be hired and consulted regarding the water table.

No other members of the public provided any additional comments.

MOTION: To accept the recommendation from the architect, Stephen Jager, for the East Windsor Community Center Alterations and Additions project to be contracted with BRD Builders and forward the recommendation to the Board of Selectmen and the United States Department of Agriculture.

Spencer moved/ Pippin seconded.
Discussion: None

VOTE: **In favor:** Thurz/Spencer/Swaim/Ostrout/ Pippin/Pillion/Kement/Larese
No one opposed/No abstentions. Motion carried.

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4. FINANCIAL - None

Chairman Thurz stated there were no new financials to discuss.

5. TOPICS FROM THE FLOOR - None

Chairman Thurz asked for comments from the board. No one had comments.

6. PUBLIC PARTICIPATION – None

Chairman Thurz asked for comments from the public. No one had comments.

7. ADJOURNMENT:

MOTION: To ADJOURN the Meeting

Spencer moved/Swaim seconded.

VOTE: **In favor:** Thurz/Spencer/Swaim/Ostrout/Pippin/Pillion/Kement/Larese
No one opposed/No abstentions. Motion carried.

The meeting was adjourned at 6:48 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Melissa V. LaBelle".

Melissa V. LaBelle
Recording Secretary

