



**Town of New Fairfield  
Permanent Building Committee  
4 Brush Hill Road  
New Fairfield, CT 06812**

**MEETING MINUTES  
Tuesday, May 11, 2021 at 7:30 p.m.  
Virtual meeting via Zoom**

**Members present** George Martignetti (Chair), Mike DelMonaco (Vice Chair), Paul Boniello, Ann Brown, Don Kellogg, Ed Sbordone (Alternate), Anthony Yorio (Alternate)

**Others Present:**

**New Fairfield Public Schools Administrators:** Dr. Patricia Cosentino, Dr. Richard Sanzo, James D'Amico

**BOF:** Wes Marsh

**BOE:** Rick Regan

**Colliers Project Leaders:** Scott Pellman, Mark Schweitzer

**JCJ Architecture:** Bill Ayles

**O&G Industries:** Lorel Purcell, Jason Travelstead

**Call to order:**

Director of Business Operations Dr. Richard Sanzo explained the rules and procedures for virtual meetings. Chairman George Martignetti called the special meeting to order at 7:31 p.m.

**Pledge of Allegiance**

**Opening Public Comment:** Attorney Raymond Lubus commented that he represents multiple families who oppose the location of the bus depot. He stated his clients are in favor of locating the bus depot at the High School and encourage the PBC to continue the investigation of that site.

George Martignetti thanked Mr. Lubus for his comment and confirmed a working session was scheduled for Friday.

**Approval of Minutes – Meeting March 19, March 23, April 6 –** George Martignetti made a motion to approve the minutes from the meetings on March 19, March 23, April 6, 2021. Don Kellogg seconded the motion. **Vote 5-0-0 (Motion approved)**

**Meeting April 19, 2021 –** George Martignetti made a motion to approve the minutes from the meeting on April 19, 2021. Mike DelMonaco seconded the motion.

**Vote 3-0-2 (Motion approved, Ann Brown and Don Kellogg abstained)**

George Martignetti stated that Mike DelMonaco would continue as chair of the meeting.

### **Architects Update**

- Update on State Meetings – The documents team leader from JCJ, Bill Ayles, introduced himself and confirmed he would be providing the update. Mr. Ayles continued that all local officials and third-party reviewer signed off on the High School project. They will be meeting with OSCGR tomorrow for approval to go to bid. CELA has been out to bid for two weeks. Addendum II will be submitted tomorrow in response to RFIs that bidders are sending in.
  - Mike DelMonaco asked where the addendum would be posted for the PBC? JCJ confirmed that O&G would post the information and send out a link to the PBC.
- High School generator discussions and potential action to approve proposal – Colliers stated a proposal for additional design work was received. The three generator options presented to the PBC were 1) Prepping the school so a portable generator could be plugged in 2) Upgrade to a 650kw generator which would require some load shedding but could be used for emergency purposes 3) 750kw generator which would power all emergency services.
  - Paul Boniello asked for clarification about what was already in the design for life safety. Colliers stated that a manual transfer switch serving the gymnasium and dining commons is included in the base bid.
  - Mike DelMonaco asked if the 750kw generator would allow for cooling in the dining commons. Colliers stated that both the 650kw and 750kw options would allow for heating and cooling in the gymnasium and dining commons.

Rich Sanzo added that the town's preference would be for option two, adding the permanent generator to the project.

- Don Kellogg asked Dr. Sanzo if town contributions towards the generator were discussed? Dr. Sanzo stated that a town funding source was not available for this.
- Don Kellogg requested clarification that the \$2,700.00 proposal would include the modifications to specifications and drawings for all three options. Colliers stated the proposal is for a single generator option to replace the base bid manual switch.

Rich Sanzo noted that the load shedding for option two is associated with activating the fire pump. Members continued to discuss generator options as well as reimbursement eligibility requirements.

### **OPM Update**

- Critical path schedule update – Colliers reviewed the project schedule and stated the focus has been on preparing HS documents for the plan completion review meeting tomorrow. The target date to get the High School project out to bid is June 7<sup>th</sup>. Bids for the CELA project are due by May 20<sup>th</sup> with June 29<sup>th</sup> the target to award final contracts.
- Sole Source Items – Door hardware, door cylinders, security systems, video surveillance, and fire alarms are all items that must be sole source across the district.

## CM Update

- CELA bidding update – O&G stated RFIs are still coming in for the CELA project. The CELA bid due date is May 20<sup>th</sup> but may get pushed out to May 25<sup>th</sup>. O&G continued to share the list of bidders who accepted to bid.
- HS Site Utilities and MEP phasing update – The survey work at the High School is completed and updated to a new map. MEP phasing is almost completed.
- Site Logistics plans and coordination – O&G reviewed the HS site logistics plan noting the priority will be the new road base and temporary parking lot built.
  - Paul Boniello asked how the pre-detailing rebar and structural steel looked in the bid package. O&G confirmed that an addendum with prepared shop drawings is included in the bid packages.

## Creation of a Financial Working Group/ Committee Chair threshold for Change Order Approvals – Item is pending further discussion by the PBC.

### Approvals

Mike DelMonaco made a motion that the PBC approve the JCJ proposal dated May 5<sup>th</sup>, 2021 for the generator add service in the amount of \$2,700.00 for the development of option two for the back up generator as outlined in the CES memorandum to provide HVAC including cooling for the commons area and the gym. Paul Boniello seconded the motion. Motion was amended to increase the PO 20000033-02. Paul Boniello seconded the motion.

### **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the PBC approve to sole source the following systems and materials for the High School Project:

- Fire Alarm – only for work associated with the existing High School/Middle School Building
- Door Hardware and Master Keying System
- Intrusion Detection
- Surveillance Cameras and Security Monitoring

Don Kellogg seconded the motion. **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the PBC approve to sole source the following systems and materials for the Pool Locker Room Renovation:

- Fire Alarm
- Door Hardware and Master Keying System
- Intrusion Detection
- Surveillance Cameras and Security Monitoring

Ann Brown seconded the motion. **Vote 4-0-0 (Motion approved)**

### **Purchase Order Increases**

Mike DelMonaco made a motion that the PBC increase PO 2000 0060 for Phoenix Advisors, LLC in the amount of \$12,245.00 for the High School Project. Paul Boniello seconded the motion. **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the PBC increase PO 2000 0059 for Phoenix Advisors, LLC in the amount of \$7,505.00 for the Consolidated Early Learning Academy project. Don Kellogg seconded the motion. **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the PBC increase PO 2000 0040 for Hearst Media Services CT, LLC in the amount of \$4,143.80 for the Consolidated Early Learning Academy project. Ann Brown seconded the motion. **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the PBC increase budget line item 750.03 Architect in the amount of \$41,438.00 transferred from line 750.10 Contingency for the CELA project. This item was tabled pending further discussion.

### **Requisitions & Invoices**

Mike DelMonaco made a motion that the PBC approve the requisition for Card Member Services in the amount of \$1,453.00 for an advertisement for CELA Trade Bids 4/29/21 for the Consolidated Early Learning Academy project. Paul Boniello seconded the motion.

**Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the PBC approve the Invoice packet for the Consolidated Early Learning Academy project dated 5/11/21 in the amount of \$39,142.04. Don Kellogg seconded the motion. **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the PBC approve the Invoice packet for the High School project dated 5/11/21 in the amount of \$172,253.81. Don Kellogg seconded the motion.

**Vote 4-0-0 (Motion approved)**

**Closing public comment:** Wes Marsh, speaking as a resident, commented that he is against putting the bus parking lot at the high school for the following three reasons: 1. Additional cost to the project 2. Existing parking constraints at the High School 3. The Consolidated property cannot be utilized for anything else since there is no septic, and it is already a parking lot for the baseball fields.

### **Adjournment**

Mike DelMonaco made a motion to adjourn at 8:51pm. Don Kellogg seconded the motion.

**Vote 4-0-0 (Motion approved)**