



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

MEETING MINUTES

**Tuesday, December 14, 2021 at 7:30 p.m.
Virtual meeting via Zoom**

Members present: George Martignetti (Chair), Mike DelMonaco (Vice Chair), Paul Boniello, Ed Sbordone (Alternate)

Members absent: Ann Brown, Don Kellogg, Anthony Yorio (Alternate)

Others Present:

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

New Fairfield BOE: Amy Johnson, Tim Blair

New Fairfield BOF: Claudia Willard

New Fairfield Board of Assessment Appeals: Gregory Manning

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: Christine O'Hare, Allison DiVenere, Bill Ayles

O&G Industries: Zach Rowley, Joe Vetro, 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 meeting to order at 7:32p.m.

Pledge of Allegiance

Opening Public Comment

Approval of Minutes –

George Martignetti made a motion to approve the minutes from 10/26/2021 and 11/23/2021. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

OPM Update – Scott Pellman from Colliers provided these updates:

- Colliers continues to support both school projects at bi-weekly OAC meetings for each.
- The PCO subcommittee met on Friday to review the PCOs on the agenda.
- A financial update was sent out in November for both projects with contingency details and a contingency status log. Some PBC members expressed concern with items on the log. Scott noted he sent an email to clarify that items are added to the log for tracking purposes and not all issues result in expenditure of the contingency. Going forward, Colliers will provide an updated explanation for every new item on the contingency status log.
- CELA change orders one and two have been filed with the state. Change order three is being prepared to be filed with the state.

- The first reimbursement for CELA has been filed with the state. They are working to prepare the first reimbursement request for the High School project.

CM Update

- CELA Construction update – Zach Rowley from O&G shared pictures from the CELA site. He noted exterior walls in area F are sheathed and waterproofing will begin next week. Area D is framed. Area E is being prepared for the slab pour on Monday. Hangers for duct work are going in. A lot of roof drain piping has been installed. Area F is completely insulated. The roofing was able to start a month earlier than expected. Interior framing is being laid out and will start soon.

- Mike DelMonaco asked if the control submittal for CELA had been received yet. Zach confirmed the control submittals are all approved. Mike requested the commissioning plan be posted for review.

Joe Vetro from O&G stated the teams worked together to secure roof materials on site now for area F and D. These efforts have moved the schedule to a possible early September opening.

Scott Pellman stated they would be providing an updated schedule to the committee to reflect the positive movement.

- Mike DelMonaco brought up safety concerns and asked if the accident occurred because the worker was in a position where a safety harness was not possible? Zach stated the worker was wearing fall protection but unhooked when the crane was loading a bundle of deck. Mike DelMonaco asked if all measures were being taken to ensure another accident doesn't occur. Zach confirmed that their safety department does an extensive inspection every week and he would share those reports. He also noted that the superintendent is on site to supervise workers and safety day to day.
- George Martignetti asked how the worker is doing. Zach confirmed he had a fractured wrist and dislocated shoulder and will be out for a few months. Joe added that safety is taken very seriously and everyone on site watching out for safety issues as well as the safety inspection officer.
- Zach provided an overview of two CCDs for rock removal at the CELA site: CCD four is to remove ledge in the corner of the parking lot. The estimate for this CCD is 20 hours x \$400/hour. CCD five is to remove rock for a utility trench.
 - Paul Boniello asked if a new piece of equipment would be brought in or just a hammer attachment? Zach confirmed a new excavator would be brought in with the hammer attachment.

- High School Construction update – Joe Vetro from O&G provided an update on the High School construction. The slab has been poured in area C and is ready for steel. Underground work is being done in area D and the slab pour is scheduled for early January. They are working the foundations in area A and B. C & D are three story classroom wings, area A is where the auditorium, and area B is the main gym. The steel

is delivery is scheduled for January 15th. Joe continues to push for an earlier steel delivery. Underground plumbing in area A is getting ready to start.

- Joe explained that during bid time it was decided to use a unit price for rock removal outside the footprint of the building so contractors would not have to guess the extent of rock removal needed. The PCO accounts for all rock removal needed to the south of the building. The PCO total is \$149,552.00, which is about \$9,500.00 less than the estimate.
 - Mike DelMonaco asked if this was above and beyond the allowance. Joe confirmed this is above the 400 cubic yard allowance. They have not applied the allowance yet since this only accounts for the south side of the building.

Executive session pursuant to CGS §1-200(6)B and 1-210(b)4 for Consolidated Early Learning Academy Project – George Martignetti made a motion to enter executive session with PBC members, Rich Sanzo, Scott Pellman, Jason Travelstead, Joe Vetro, Zach Rowley, Christine O’Hare, Bill Ayles, and Allison DiVenere at 8:09pm. Mike DelMonaco seconded the motion.
Vote: 3-0-0 (Motion Approved)

George Martignetti made a motion to exit executive session at 8:45pm. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion Approved)**

Architects Update

- JCJ stated they are continuing to focus on questions, RFIs, and submittals for each project. They continue to work on the FF&E package for CELA. Technology equipment consultants are also working with administrators. Both packages will need to be approved by the PBC prior to going to the state for approval.

Change Orders

George Martignetti made a motion to approve CCD 004 for the CELA project dated 11/29/21, for ledge removal at the corner of the east parking lot, in the estimated amount of \$8,000.00. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion Approved)**

George Martignetti made a motion to approve CCD 005 for the CELA project dated 11/29/21, for ledge removal at the Utility trench in east parking lot, in the estimated amount of \$8,000.00. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion Approved)**

George Martignetti made a motion to approve PCO 012 for the High School project dated 11/04/21, for the cost to remove rock outside the boring limits on the south side of the site, in the amount of \$149,552.00. Mike DelMonaco seconded the motion.
Vote: 3-0-0 (Motion Approved)

Purchase Order Increases

George Martignetti made a motion that the Permanent Building Committee approve to increase to Cohen & Wolf PO 2000 0044 for the High School project in the amount of \$2,600.00 for legal services. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion Approved)**

Requisitions and Invoices

George Martignetti made a motion that the Permanent Building Committee approve the requisition November 1, 2021 for Tom Quigley to perform environmental inspection for the High School Project in the amount of \$5,000.00 and the payment of the 10/31/21 invoice for 10/26 through 10/29 in the amount of \$100.00. Mike DelMonaco seconded the motion.

Vote: 3-0-0 (Motion Approved)

George Martignetti made a motion that the Permanent Building Committee approve the Invoice packet for the Consolidated Early Learning Academy project dated 12/14/21 in the amount of \$1,034,239.19. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion Approved)**

George Martignetti made a motion that the Permanent Building Committee approve the Invoice packet for the High School project dated 12/14/21 in the amount of \$1,757,527.61. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion Approved)**

Closing Public Comment

Adjournment

George Martignetti made a motion to adjourn at 8:55pm. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Received by email on 01/13/2022 @ 10:09 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield