



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

**MEETING MINUTES**

**Tuesday, February 22, 2022, 7:30 p.m.  
Virtual meeting via Zoom**

**Members present:** Don Kellogg (Chair), Mike DelMonaco (Vice-Chair), Paul Boniello, Ed Sbordone (Alternate)

**Members absent:** Ann Brown, Anthony Yorio (Alternate)

**Others Present:**

**New Fairfield Public Schools Administrators:** Dr. Richard Sanzo

**New Fairfield Fire Department:** Mike Gill

**New Fairfield Fire Marshal:** Derrek Guertin

**New Fairfield Engineer:** Tony Iadarola

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

**JCJ Architecture:** Christine O'Hare, Alison DiVenere, Bill Ayles

**O&G Industries:** Joe Vetro, Zach Rowley

**Call to order:**

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

**Pledge of Allegiance**

**Opening Public Comment**

**Approval of minutes**

This item was tabled until the next regular meeting.

**OPM Update** – Mark Schweitzer stated three PCOs need approval from the PBC. They were reviewed with the PCO subcommittee on Thursday. The grant split between the High School and the pool locker room has tentative approval from OSCG&R and is pending DAS approval. CELA state change orders one through five have been submitted to OSCG&R. CELA state change order six will be submitted soon. High School state change order one has been submitted to OSCG&R.

**CM Update**

CELA Construction update – Zach Rowley shared pictures of the progress on the CELA site. He added that all rough-ins, sheetrock, and 3 cotes of tape are complete in area F. The painter will be on-site tomorrow to get the first coat of paint on. The ceiling grid crew will follow behind the

painter. In area E they are working on getting mechanicals in, metal stud framing is complete and inspected.

Area D is being sheetrocked, all stud framing passed inspection last week, and all the insulation is installed. After the inspection tomorrow they will begin closing the walls.

- Mike DelMonaco asked why a duct was not insulated and asked if it was a return duct. Zach confirmed above ceiling insulation is not done yet. He added it was most likely a return duct and would confirm for Mike.

Brickwork in area F is complete. All the AVB is on. Brickwork on the north side of area E has begun. The roof is complete except for the connector corridor roof.

- Mike DelMonaco asked if pressure testing has been completed on the piping. Zach confirmed that all of the pressure testing is done, and it all passed. Mike DelMonaco asked if the commissioning agent witnessed the test or just reviewed the documentation. Zach said he thought Rick was on site for the test but would confirm. Mike DelMonaco asked if the missing labels would be put on. Zach confirmed the labels would be put on.
- NF Fire Marshal Derrek Guertin stated the sprinkler system had not been tested yet. Zach confirmed that just the ductwork was tested. Mike asked if the other piping had been tested and Zach responded that all of area F was tested, and they are still doing above ceiling testing in areas D & E.
- Paul Boniello asked if there were any procurement issues with casework, running trim, or windows. Zach stated that there are no procurement issues at this time.

Discussion of PCOs – Mark Schweitzer outlined three PCOs for approval:

- PCO 37 – Cold weather concrete slab pour in area E. Costs include hot water, blankets, and ground heaters.
  - Mike DelMonaco asked if this was due to a project delay. Mark stated that the slabs were supposed to be done in September.
- PCO 38 – Reconfiguration of wall pads and trim around a new gym door.
- PCO 40 – Replace an opaque pane of glass with a clear pane of glass in the small group instructional space.

Chairman Kellogg stated he attended the PCO subcommittee meeting to review these PCOs and found them to be appropriate.

High School Construction update – Joe Vetro shared photos of the progress at the High School site. Structural steel in area C was turned over to them, area D will be turned over tomorrow. The high school is following along on schedule. The slab on deck has been poured for the second floor in area C. They continue to use ground heaters to heat the soil to keep the frost out of it. The gym is being backfilled and brought up to grade in preparations for the crane to be moved over to set the steel. Over the holiday week, they were able to do some demo work and preconstruction preparation. One wall was changed from masonry to metal studs since the slab on grade would not support the masonry. Joe concluded that they are moving along on schedule.

- Don Kellogg asked if the wall that was changed to metal studs was a security wall. Joe confirmed the wall was an interior partition.

Joe confirmed that he is working with Mark and Scott on the schedule and updates.

- Paul Boniello noted he needs to get the updated schedule from Mark for CELA and the High School with the actual dates. He would like the OPM and CM to provide an overall summary and confirm that both projects are on schedule to meet project end dates. Both Mark Schweitzer and Joe Vetro confirmed the projects are on schedule.

**Architects Update** – Christine O’Hare JCJ advised the meeting for FF&E last Tuesday went well. There were only a few small items to follow up on. The Technology meeting was on Wednesday. That meeting also went well with only minor items for follow-up. There was a playground equipment preparation meeting on Thursday which will help the PCR meeting go smoothly. The PCR meeting for playground equipment will be in the next couple of weeks.

## **Approvals**

### **Proposed change orders**

Don Kellogg made a motion to approve PCO 037 for the CELA project dated 1/17/22, for area E Cold Weather Concrete, in the amount of \$24,320.00. Paul Boniello seconded the motion.

**Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 038 for the CELA project dated 1/31/22, for the wall pads and trim at the gym door, in the amount of \$1,382.00. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 040 for the CELA project dated 2/04/22, for PR012 E102 window, in the amount of \$1,025.00. Paul Boniello seconded the motion.

**Vote: 3-0-0 (Motion approved)**

### **Purchase Order Increases**

Don Kellogg made a motion that the Permanent Building Committee approve to increase Cohen & Wolf PO 2000 0044 for the High School project in the amount of \$100.00 for legal services. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a that the Permanent Building Committee approve to increase Standard & Poor PO 2000 0060 for the High School project in the amount of \$23,457.00 for analytical services for bonding. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a that the Permanent Building Committee approve to increase to Standard & Poor PO 2000 0059 for the CELA project in the amount of \$4,805.00 for analytical services for bonding. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

### **Requisitions and Invoices**

Don Kellogg made a motion that the Permanent Building Committee approve the invoice packet for the Consolidated Early Learning Academy project dated 2/22/22 in the amount of \$1,078,695.04. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve the invoice packet for the High School project dated 2/22/22 in the amount of \$2,055,933.16. Paul Boniello seconded the motion.

- Paul Boniello asked what the \$32,000.00 was billed for the storefront curtain wall. Joe Vetro stated that it was for the bond and engineering
- Paul Boniello asked why the plumber hadn't been billed yet. Joe Vetro stated he would call Paul to discuss it.

**Vote: 3-0-0 (Motion approved)**

NF Fire Marshal Derrek Guertin asked if PCO 037 was for the High School? Don Kellogg clarified that it was for CELA. Derrek stated there were no cold weather pours to date. Joe Vetro confirmed there would be no change order for the scheduled pour next week since the project is on schedule.

### **Closing Public Comment**

### **Adjournment**

Don Kellogg made a motion to adjourn at 8:06 pm. Mike DelMonaco seconded the motion.

**Vote: 3-0-0 (Motion approved)**

Received by email on 03/21/2022 @ 8:30 a.m.  
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield