



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

**MEETING MINUTES
Tuesday, May 10, 2022, 7:30 p.m.
Virtual meeting via Zoom**

Members present: Don Kellogg (Chair), Mike DelMonaco (Vice-Chair), Paul Boniello, Nick Ciminello, Maureen Clegg, Ed Sbordone (Alternate)

Members absent: Anthony Yorio (Alternate)

Others Present:

New Fairfield Public Schools Administrators: Dr. Richard Sanzo, Dr. Karen Fields

Network Administrator: Paul Gouveia

New Fairfield BOF: Wes Marsh

New Fairfield Fire Marshal: Derrek Guertin

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

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

CES: Mike Bouchard

O&G Industries: Joe Vetro, Zach Rowley, Chris Miljovski

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 7:32 p.m.

Pledge of Allegiance

Opening Public Comment

None

Approval of minutes

Don Kellogg made a motion to approve minutes from 4/26/2022. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

OPM Update

Mark Schweitzer noted many PCOs were reviewed at the working group and are up for approval. The first reimbursement request for the High School will be submitted now that the new state legislation was signed by the governor. There was a special zoning meeting to discuss the bus lot. The meeting was continued and a date for the next meeting has not been set.

Scott Pellman started a conversation about reducing and relocating data closets at the high school. He noted the team would be looking for direction from the PBC on how to proceed with

the changes. The team reviewed the changes requested by the administration and discussed several items including heating and cooling elements, cost and schedule impact, future use, and expansion possibilities.

Dr. Karen Fields spoke about the reasons for the changes. She noted that the changes will help maximize the efficiency of the switches in the closets and reduce future maintenance costs. The administration prefers to have centralized closets for maximizing each switch in the stack. Keeping a central location would not limit opportunities for future expansion.

Paul Gouveia, Network Administrator for the schools and the town, joined the meeting to provide additional technical and cost details.

Don Kellogg made a motion to authorize JCJ and the design team to proceed with the removal of the subject data closets, and IDFs, intending to turn them into storage areas. Maureen Clegg seconded the motion.

Mike DelMonaco stated he did want to authorize the team to proceed until there was a better understanding of the scope and advocated for no architectural changes.

Don Kellogg withdrew the motion. Maureen Clegg seconded the withdrawal.

Vote: 5-0-0 (Motion withdrawn)

The team agreed to a coordination meeting that will cover the rerouting of the cables, equipment used to run the wires, and the finishes in the IDFs.

PBC members expressed concern about making late-stage changes. Rich Sanzo explained that through the FF&E process the school administrators gained a better understanding of the design drawings which resulted in the requested changes.

Dr. Karen Fields explained that the digital media program has undergone a redesign over the past two years. The classroom layout changes will allow teachers better student visibility and interaction. Additional changes will allow the digital arts programs to grow over time and will not provide less space than they currently have.

PBC members considered potential technology savings to offset costs and the schedule impact of the changes. There was consensus among the PBC members to proceed with all changes to ensure curriculum quality.

CM Update

CELA Construction update – Joe Vetro stated the team is moving along with finishes and shared many pictures of the progress.

- Paul Boniello asked about the final cost of the water storage tanks. Colliers stated pricing was received and discussed during the April 22nd working group. Mark Schweitzer stated he would send out the pricing to the entire PBC.
- Paul Boniello asked if the tanks were still on track to be delivered on July 5th. Joe Vetro confirmed the delivery for the tanks is still July 5th.

High School Construction update – Joe Vetro shared pictures of the progress at the High School site.

Area D:

- 1st floor roughing in and insulating
- 2nd floor interior framing will begin mid-week
- Outside sheathing has begun

Auditorium:

- Slab is poured
- Catwalks are installed

Architects Update – Christine O’Hare stated they have been meeting with the High School administration on the FF&E and Technology packages. The plan is to have the packages ready for the fall. The CELA playground equipment is close to being approved by the state.

- Paul Boniello asked when JCJ will state the punch list process. Bill Ayles stated preliminary punch lists will begin in June.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 031 for the High School Project dated May 2, 2022, for ASI02 structural steel wind post revisions, in the amount of \$18,357.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 034 for the High School Project dated May 3, 2022, for RFI170, connecting the existing roof pipe to a new storm drain, in the amount of \$1,484.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 035 for the High School Project dated May 3, 2022, to relocate the water line in conflict with fire tanks, in the amount of \$2,250.00. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 036 for the High School Project dated May 3, 2022, to repair the existing unmarked sewer manhole, in the amount of \$1,875.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 037 for the High School Project dated May 3, 2022, to furnish and install a backflow preventer for temporary water service, in the amount of \$1,289.00. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 038 for the High School Project dated May 3, 2022, for RFI167 additional support steel in the locker room, in the amount of \$17,576.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 039 for the High School Project dated May 4, 2022, to furnish two additional site signs, in the amount of \$452.00. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 040 for the High School Project dated May 4, 2022, for the repair of the existing fiber optic conduit, in the amount of \$1,044.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve CCD 001 for the High School Project to perform rough-in work associated with the staff coordination changes and as discussed at the May 10, 2022, PBC meeting. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve CCD007 for the CELA project dated May 5, 2022, to furnish and install the foundation for an accessible ramp at West elevation per response to RFI059 and revised drawing S114f dated April 12, 2022 and clouded as revision 32. Paul Boniello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Purchase Order Increases

Don Kellogg made a motion that the Permanent Building Committee approve an increase to RnB Enterprises PO 2200 0740 for the CELA project in the amount of \$1,196.56, for the cables for the technology equipment at Meeting House Hill School. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Kerin & Fazio PO 2200 0474 for the CELA project in the amount of \$450.00, for attendance at a public meeting. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee authorize the issuance of a purchase order for the Consolidated Early Learning Academy project for Pembroke Pumping in the amount of \$3,320.00 for pumping services. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (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 May 10, 2022 in the amount of

\$61,962.43. Paul Boniello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a that the Permanent Building Committee approve the invoice packet for the High School project dated May 10, 2022, in the amount of \$80,734.34. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Closing Public Comment

None

Adjournment

Don Kellogg made a motion to adjourn at 10:47 pm. Paul Boniello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Received by email on 06/09/2022 @ 9:18 p.m.
by Tricia Quinn, Asst. Town Clerk, New Fairfield