



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

**MEETING MINUTES  
Tuesday, June 14, 2022, 7:30 p.m.  
Virtual meeting via Zoom**

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

**Others Present:**

**New Fairfield First Selectman:** Pat DelMonaco  
**New Fairfield Public Schools Administrators:** Dr. Rich Sanzo  
**Town Engineer:** Antonio Iadarola  
**Assistant Broadcast Coordinator:** Quintin Flowers  
**New Fairfield Fire Marshal:** Derrek Guertin  
**New Fairfield Fire Department:** Mike Gill  
**Colliers Project Leaders:** Scott Pellman, Mark Schweitzer  
**JCJ Architecture:** Christine O'Hare, Bill Ayles, Alison DiVenere  
**O&G Industries:** Joe Vetro, Chris Miljovski, Zach Rowley

**Call to order:**

Assistant Broadcast Coordinator Quintin Flowers explained the rules and procedures for virtual meetings. Chairman Don Kellogg called the meeting to order at 7:32 p.m.

**Pledge of Allegiance**

Don Kellogg made a motion to amend the agenda and add a conference with the town counsel regarding potential litigation executive session anticipated. Paul Boniello seconded the motion.

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

**Opening Public Comment**

None

**Approval of minutes**

Don Kellogg made a motion to approve minutes from 5/24/2022 and 5/31/2022. Maureen Clegg seconded the motion. **Vote: 3-0-1 (Motion approved, Don Kellogg abstained)**

**OPM Update**

Mark Schweitzer advised the group an equipment delivery date from Kompan should be received by Friday. PCOs will be reviewed later in the meeting. The High School schedule will be

reviewed this week. The High School reimbursement was submitted to OSCG&R on June 8<sup>th</sup>. The Pool Locker room reimbursement will be submitted before the end of the fiscal year. The second reimbursement request for CELA was submitted on June 8<sup>th</sup>. The unit start up at CELA began last week.

- Paul Boniello asked how long it would take for Kompan to deliver the playground equipment. Mark Schweitzer confirmed the FF&E for CELA is being tracked closely and scheduled for early August installation.

### **CM Update**

CELA Construction update – Zach Rowley shared progress photos at the CELA site. He stated they continue to work on interior finish work and site finishes.

- Paul Boniello asked if there were any schedule concerns at this time. Zach reported no new issues.
- Paul Boniello asked if everything was on track for the water tanks. Zach reported everything is on schedule and drilling will start on Thursday.

High School Construction update - Joe Vetro shared progress photos at the High School site. Outside exterior walls are going up. The gym roof installation began yesterday. CCD work on the first floor will be finished this week.

- Paul Boniello asked if there was anything Joe needed from the PBC right now that would impact the schedule. Joe stated they have everything they need from the PBC at this point.
- Paul Boniello asked if the units would be run at CELA before the summer humidity begins. Zach Rowley stated the AC units were started last week and are run as needed. Mark Schweitzer added that there have been thermostats and humidity readers on site since the flooring and millwork began.

**Architects Update** – Christine O’Hare shared the production of the CELA playground equipment is scheduled to begin tomorrow. FF&E remains on schedule and a preinstall meeting will be scheduled soon. JCJ will be on site for all the FF&E deliveries in early August. The major FF&E meetings for the High School are complete. They will be finalizing the estimates and sharing them with the group at the next PBC meeting. The FF&E and Technology packages will be brought to the state in the fall.

- Don Kellogg asked if waiting until Fall would have an impact on pricing. Christine stated she would confirm pricing and have an answer next week.
- Maureen Clegg asked for an update on the data closet conversions and progress to date. Bill Ayles stated the PCO for this item will be issued in the next day.
- Paul Boniello asked if the CELA punch list has been started. Bill Ayles stated he walked the CELA site and determined punch list items will be done in order beginning next week. Christine O’Hare added that field reports with punch list like items are being sent to O&G. Bill Ayles stated he is working with the building officials on a closeout document. Zach said the training would be scheduled with building officials this summer.

- Paul Boniello asked what stage the BMS system is at. Zach stated they are working on the graphics every day.

## **Approvals**

### **Proposed Change Orders**

Don Kellogg made a motion to approve PCO 047 for the High School Project dated June 8, 2022, for RFI255 revised roofing at the gym roof, in the amount of \$29,775.00 contingent upon receipt of a letter certifying load capacity and deflection are not adversely impacted by the addition of the insulation. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve AAIS PCO for out of phase mobilization to demolish the existing retaining wall, for the High School Project dated June 10, 2022, in the amount of \$2,357.50. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 034R3 for the CELA Project dated June 10, 2022, for water storage tanks – labor, equipment, and added materials only, in the amount of \$122,762.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 045 for the CELA Project dated February 22, 2022, for maker space ceiling revisions, in the amount of \$2,264.00. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 054 for the CELA Project dated May 3, 2022, for credit of eyewash stations, in the amount of (\$2,131.00). Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 056 for the CELA Project dated May 11, 2022, for playground unsuitable materials, in the amount of \$5,658.00. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 057 for the CELA Project dated May 13, 2022, for credit for 2x2 window paint, in the amount of (\$1,276.00). Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 058 for the CELA Project dated May 19, 2022, for RFI170 water cooler power, in the amount of \$2,081.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

### **Purchase Order Increases**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Testcon Material Testing PO 2100 0754 for the CELA project in the amount of \$3,232.00, for materials testing services. Maureen Clegg seconded the motion.

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

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Testcon Materials Testing PO 2200 0542 for the High School project in the amount of \$59,263.00, for materials testing services. Paul Boniello seconded the motion.

**Vote: 4-0-0 (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 June 14, 2022, in the amount of \$51,500.70. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve the invoice packet for the High School project dated May 24, 2022, in the amount of \$105,180.02. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

### **Conference with Town Counsel Regarding Potential Litigation Executive Session**

Don Kellogg made a motion to take a ten-minute recess at 8:47 pm. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to resume the regular meeting of the PBC at 8:57 pm. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to enter executive session, as indicated in the amended agenda, and invite Pat DelMonaco, Neil Marcus, Mark Schweitzer, Scott Pellman, Christine O'Hare, and Rick Sanzo. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to return to the regular meeting at 10:33 pm. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

### **Closing Public Comment**

None

### **Adjournment**

Don Kellogg made a motion to adjourn at 10:34 pm. Paul Boniello seconded the motion.

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