



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

**MEETING MINUTES**

**Tuesday, June 28, 2022, 7:30 p.m.  
Virtual meeting via Zoom**

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

**Members absent:** Paul Boniello, Anthony Yorio (Alternate)

**Others Present:**

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

**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

**O&G Industries:** Joe Vetro, Chris Miljovski, 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**

Don Kellogg thanked Dr. Sanzo for his time and effort on the school projects and the New Fairfield school district.

Dr. Sanzo thanked all PBC members for their time on the school projects and noted it is rare to have a team of experts to help guide the projects for the town.

**Opening Public Comment**

None

**Approval of minutes**

Don Kellogg made a motion to approve minutes from the PBC regular meeting on 6/14/2022 and the special meeting on 6/21/2022. Maureen Clegg seconded the motion.

**Vote: 3-0-1 (Motion approved, Mike DelMonaco abstained)**

**OPM Update**

Mark Schweitzer advised the group there are three PCOs up for approval later in the meeting. OSCG&R approved the first reimbursement request for the High School project. Dr. Sanzo

added that confirmation was received that the check is coming tomorrow. Mark continued that the second reimbursement check for the CELA project was received. O&G has submitted state change order #3 for the High School, and state change order #8 for CELA. There is a proposal for patching and painting needed at MHHS for the technology move. The library and book room move from Consolidated to MHHS is complete. The internal spaces at MHHS have been cleared out for O&G to begin their summer work.

Scott Pellman added the next reimbursement request will be submitted at the end of next month and include three months of expenditure.

### **CM Update**

CELA Construction update – Zach Rowley shared many progress photos at the CELA site. The photos highlighted:

- A finished classroom
- Doors being hung
- Gym floor is going in, rock wall installed, basketball hoops are up
- Playground has been poured and is ready for equipment
- The blasting and excavation are complete and ready for the underground fire protection storage tanks (still scheduled to be delivered on July 5<sup>th</sup>)
  - Mike DelMonaco asked for a status on the commissioning. Zach informed the PBC that the commissioning is going well. All the units have been started and they are going through testing and balancing. Zach stated he would follow up with the MEP coordinator for the additional questions.

High School Construction update - Joe Vetro shared many progress photos at the High School site. He stated the project is on schedule.

- Don Kellogg asked Zach if there are any issues with CELA opening in time for fall. Zach stated there are no issues at this time.
- Nick Ciminello asked if all the town engineers' issues have been addressed. Zach confirmed that right now there are no outstanding questions.
- Mike DelMonaco asked if the tanks will be inspected before they are backfilled. Joe Vetro explained that the testing lab engineer tests the bearing capacity of the soils and compaction tests. Once Mike Gill and Tony Iadarola inspect and sign off on the hole, the tanks will be installed.

The group continued to discuss the tank installation process along with the various testing and inspections with Mike Gill and Derrek Guertin from the fire department.

**Architects Update** – Christine O'Hare shared they are still gathering pricing information for the High School FF&E and Technology package. They expect to present the package to the PBC in mid-July and bring it to the state in the fall. She continued that they are working closely with O&G on the upcoming delivery and installation of FF&E at the CELA site. Christine ended by confirming a bid set for the demolition of the Consolidated site could be presented to the PBC by

the end of July and brought to the state in August. The group discussed the various contract amendments that included separating the Consolidated site as its own bid package.

- Don Kellogg asked for an accounting of the original contract with the subsequent amendments that were made. Scott Pellman stated Colliers would send that out to the PBC.

## **Approvals**

### **Proposed Change Orders**

Don Kellogg made a motion to approve PCO 044 for the High School Project dated May 20, 2022, for RFI202 exterior hose bibbs, in the amount not to exceed \$20,355.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 050 for RFIs 169, 194, and 205 – conduits into the existing building, for the High School Project dated June 21, 2022, in the amount of \$5,910.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 062 for the CELA Project dated June 16, 2022, for the abatement at the east entrance, in the amount of \$11,815.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

- Don Kellogg amended the motion to PCO 062 R1. Maureen Clegg seconded the amended motion. **Vote: 4-0-0 (Amended motion approved)**

### **Proposals**

Dr. Sanzo explained that the ENO boards used at MHHS are an older technology that does not function with the Smart Boards the rest of the district uses. They would like to move the newer smartboards at Consolidated to some of the MHHS classrooms.

Don Kellogg made a motion that the Permanent Building Committee approve the proposal and requisition for Meyer in the amount of \$18,200.00 for the removal and installation of Smart Boards for the Consolidated Early Learning Academy Project. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve the proposal and requisition for Bob Conley and Son Painting in the amount of \$7,200.00 for the patching and painting of the classrooms in Meeting House where the interactive whiteboards were removed for the Consolidated Early Learning Academy Project. Mike DelMonaco 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 Test-Con Material Testing PO 2100 0754 for the CELA project in the amount of \$2,799.00, for Materials testing services. Maureen Clegg 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 28, 2022, in the amount of \$1,401,339.64. Mike DelMonaco 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 June 28, 2022, in the amount of \$5,993,065.88. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Members briefly discussed where to find the category for the PCOs.

### **Closing Public Comment**

None

### **Adjournment**

Don Kellogg made a motion to adjourn at 8:42 pm. Nick Ciminello seconded the motion.

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