



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

MEETING MINUTES

**Tuesday, July 12, 2022, 7:30 p.m.
Virtual meeting via Zoom**

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

Members absent: Nick Ciminello, Anthony Yorio (Alternate)

Others Present:

Network Administrator: Paul Gouveia

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:

Network Administrator Paul Gouveia 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 the PBC regular meeting on 6/28/2022. Mike DelMonaco seconded the motion.

Vote: 3-0-1 (Motion approved, Paul Boniello abstained)

OPM Update

Mark Schweitzer went over several items included in the executive summary provided to the PBC. He advised the reimbursement for the High School was received by the town. The next reimbursement requests will be filed in August. He continued that there is a proposal from Stanley to relocate security cameras at Consolidated to Meeting House. There is another proposal for the purchase and installation of the remaining security cameras needed. He concluded by stating the smart board installation process would be taking place next week.

CM Update

CELA Construction update – Zach Rowley shared many progress photos at the CELA site. He noted the punch list has 500 items right now. Zach stated the team is working on the following:

- Setting the lockers
- Working on punch list items
- Electricians started rough-in work in the kitchen
- They have started backfilling the water tank
 - Mike Gill from the Fire Department confirmed additional leak tests will be done as more water is added to the tanks.
 - Don Kellogg commented on the number of punch list items and asked what is being done to stay on top of it. He requested a status update every week on Wednesday and Friday. Zach agreed to send updates.
 - Paul Boniello asked who made the punch list and when the mechanical consultants would create their punch list. He asked for one punch that would cover all the consultants. Bill Ailes stated CES would be covering all MEP and fire protection items.
 - Paul Boniello stated he still had not received a commissioning matrix. Mark Schweitzer responded that he needed to compile everything and then he will send it out.
 - Paul Boniello asked for a status on the closeout documents, warranties, and training. Bill Ayles stated closeout documents were approximately 65% complete. Staff training has not started yet.
 - Mike DelMonaco if the air and water balancing was done yet. Zach Rowley stated the testing and balancing were complete as of last week and he will send the report to Mike.

High School Construction update - Joe Vetro shared many progress photos at the High School site.

- Mike DelMonaco asked if the control joints were in for the walls that already have sheetrock up. Joe confirmed the control joints are done as they go and will double-check to ensure they are following that plan.
- Paul Boniello asked Joe if the mason would be finished with the exterior before winter. Joe stated he has asked for more workers and is waiting to hear from the union.

Architects Update – Christine O’Hare shared they are planning to have an FF&E presentation for the High School at the next PBC meeting. They have plans to be on-site at CELA in August for the installation of FF&E and Technology.

CELA Playground – There was a meeting last week with Langan and the playground installer. The delivery of the playground equipment has been delayed to the end of September. The day after the purchase order was submitted, the equipment availability dates were updated and changed to the end of September. Christine noted the State process for reviewing playgrounds

added additional requirements that took longer than expected. There are also supply chain issues that are impacting the equipment. Scott Pellman concurred that the state review process was unusual and took longer than expected.

- Maureen Clegg encouraged JCJ to continue following up to see if some equipment can be delivered sooner.

Consolidated site update – Christine O’Hare stated a bid package would be presented to the PBC at the end of July and brought to the state in August.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 027 for the High School Project dated April 6, 2022, for relieving angles Styrofoam block outs, in the amount of \$1,497.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 052 for PR03 revisions to panelboard submittal, for the High School Project dated June 23, 2022, in the amount of \$4,257.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 054 for PR05 revisions to media lab per owner changes, for the High School Project dated June 23, 2022, in the amount of \$9,328.00. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 055 for added MVRA in the loading dock admixture, for the High School Project dated July 1, 2022, in the amount of \$2,033.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 056 for additional work at added steel in locker area, for the High School Project dated July 1, 2022, in the amount of \$1,651.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to PCO 057 for RFI204 Existing Power feed for the wells, for the High School Project dated July 5, 2022, in the amount of \$10,882.00. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion PCO 066 for the CELA Project dated July 5, 2022, for PR23 storage closet and office, in the amount of \$23,352.00. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Members discussed PCO 063 which is to eliminate the walking path at the CELA project. Mark Schweitzer reviewed the drawings with the team and stated the administration would like to preserve as much green space as possible. The addition of a concrete walking path reduces the amount of green space for games like kickball and PE activities. PBC members discussed a site visit to review the space and options to keep the walking path.

Proposals

Don Kellogg made a motion that the Permanent Building Committee approve the proposal and requisition for Stanley Security in the amount of \$39,140.04 for the removal and installation of security cameras and to furnish and install additional security cameras 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 JCJ Architecture PO 2000 0033 for the High School project in the amount of \$6,820.00, for hourly geotechnical 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 High School project dated July 12, 2022, in the amount of \$70,948.37. Paul Boniello 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 Consolidated Early Learning Academy project dated July 12, 2022, in the amount of \$19,455.69. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Closing Public Comment

None

Adjournment

Don Kellogg made a motion to adjourn at 9:21 pm. Mike DelMonaco seconded the motion.

Vote: 4-0-0 (Motion approved)