



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

**MEETING MINUTES  
Tuesday, July 26, 2022, 7:30 p.m.  
Virtual meeting via Zoom**

**Members present:** Don Kellogg (Chair), Paul Boniello, Nick Ciminello, Maureen Clegg, Ed Sbordone (Alternate)

**Members absent:** Mike DelMonaco (Vice-Chair), Anthony Yorio (Alternate)

**Others Present:**

**Network Administrator:** Paul Gouveia

**New Fairfield Public Schools Administrators:** Dr. Karen Fildes, James D'Amico

**New Fairfield Fire Marshal:** Derrek Guertin

**New Fairfield Fire Department:** Mike Gill

**Colliers Project Leaders:** Mark Schweitzer

**JCJ Architecture:** Christine O'Hare, Bill Ayles, Alison DiVenere, Bo Laraia, Alyssa Gearty, Emily Czarniecki

**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 7:31 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 7/12/2022. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

**OPM Update**

Mark Schweitzer provided a list of items to be covered during the meeting:

- There are four PCOs up for approval tonight, two for CELA and two for the High School
- There are two CCDs for CELA up for approval tonight
- There are three PO increases:
  - Hygenix - Additional PBC testing at the Consolidated site. Mark explained that the State is moving away from using the State bid list for demolition and abatement so this work will go to an open bid. The additional PCB testing is to

determine if each of the five sections of the building would be considered hazardous waste.

- R&B Enterprises – During their pre-construction walk through it was determined that 26 USB cables are needed to allow teachers additional functionality for the smart boards.
  - US Bank - Financing and bonding services for the town building projects
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- JCJ will be presenting the High School FF&E package later in the meeting
  - CELA FF&E delivery begins on Monday and will continue for the next two weeks
  - The move from Consolidated to MHHS has been scheduled for the week of August 15<sup>th</sup>

Members discussed at length the Hygenix PO increase and the need for additional PCB testing at the Consolidated site. Scott Pellman indicated this would be a cost-saving opportunity and reduce potential change orders that would be more costly. The creation of drawings and specifications for the removal of hazardous waste materials was part of the original contract. This is extra testing needed to create the documents.

### **CM Update**

CELA Construction update – Zach Rowley shared many progress photos at the CELA site. He stated they are working through the punch list. The classrooms have been cleared out and final cleaners are going through all areas. Paving of the parent and bus loop will begin Wednesday.

Zach stated they were able to close out approximately 120 punch list items, with around 300 left to complete. PBC members inquired about the status of the architectural punch list. JCJ confirmed they completed their punch list for areas D and F and will come back for area E. Paul Boniello asked if the completion of the building and final walkthroughs is being coordinated with the town building officials and members of the administration. Colliers confirmed coordination efforts for walk-throughs are underway and being scheduled. JCJ also confirmed the Fire Marshal and building official have been very involved with walking the building.

The PBC asked for the status of the exterior stairs in the rear of the building. Zach confirmed the new set looks good and the second set is scheduled to be poured on Thursday.

High School Construction update - Joe Vetro shared photos of the progress at the High School as of July 19<sup>th</sup>. Joe noted that the mason contractor is having trouble staffing the job. Currently, they have about half the crew. Joe stated he is strategically working with the mason to coordinate the work for as little schedule impact as possible. Joe confirmed that so far, the project remains on schedule. PBC members continued to discuss staff options and schedule impact. Joe again confirmed that there is no impact on the critical path at this time.

## Architects Update

CELA Update FF&E and Technology – Emily Czarnecki stated that furniture delivery and installation will begin next week and continue through the second week of August. Technology will be installed about a week behind the furniture.

High School Update FF&E and Technology – Emily Czarnecki began the presentation for FF&E at the High School. She spoke of the goals for the project which included durable products, cost-effectiveness, ergonomics, flexibility, and adaptability for all the spaces.

Alyssa Gearty continued the FF&E presentation. She noted that trial classrooms were set up for students and staff to try things out and provide feedback on what they liked. The spaces were all created to have flexibility and mobility for reconfiguration.

Bo Laraia presented the Technology package for the High School. He highlighted that similar equipment as CELA will be used to maintain the technology standards within the district. The interactive displays for all instructional spaces will be the same as CELA. A lot of the core equipment that operates the building will be brought over from the current High School and repurposed for the new High School. This effort will provide cost savings for the Technology package.

Emily Czarnecki concluded the presentation by providing a schedule overview and cost estimate. They would like to have POs out by November or December and be able to install them in early August 2023. The cost estimate is approximately \$200,000.00 under budget. Wish list items will be included in the state presentation in the event the district decides to purchase items from that list.

- Paul Boniello asked about the durability of the furniture with wheels on the bottom. JCJ confirmed they have worked with this furniture before and can attest to its durability. They work with the vendors to get an extra box of castors in case one needs to be replaced.

Consolidated site update – Christine O’Hare stated a demolition review set would be ready by the middle of next week. They would like to bring the package to the State in mid-August and be ready to go to bid by April 2023. Paul Boniello suggested they reach out to the person who manages the irrigation system for the fields to ensure it works the same after the building is taken down.

## Approvals

### Proposed Change Orders

Don Kellogg made a motion to approve PCO 061 for the High School Project dated July 22, 2022, for RFI 228 sewer manhole conflict with water main, in the amount of \$6,713.00. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 064 for the CELA Project dated June 20, 2022, for Masonry cold weather conditions area D & E in the amount of \$1,130.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 065 for the CELA Project dated June 23, 2022, for RFI 159 added framing in room 621 in the amount of \$4,131.00. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to CCD 008 for the CELA Project dated July 22, 2022, for revisions to door hardware at openings E108 and E109. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion CCD 009 for the CELA Project dated July 25, 2022, for PR 21 walking trail revisions. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

### **Proposals**

Don Kellogg made a motion that the Permanent Building Committee approve the proposal for Hygenix in the amount not to exceed \$19,265.00 for PCB consulting work at the Consolidated School for the CELA 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 for RnB Enterprises in the amount of \$5,233.13 for additional cables for the installation of the interactive whiteboards for the CELA Project. Nick Ciminello 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 US Bank PO 2000 0093 for the High School project in the amount of \$4,565.00, for bonding 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 US Bank PO 2000 0092 for the CELA project in the amount of \$935.00, for bonding services. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Testcon PO 2100 0754 for the CELA project in the amount of \$3,851.00, for materials testing services. Nick Ciminello 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 July 26, 2022, in the amount of \$1,365,359.12. 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 July 26, 2022, in the amount of \$3,855,673.63. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

### **Closing Public Comment**

None

### **Adjournment**

Don Kellogg made a motion to adjourn at 10:00 pm. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Received by email on 08/09/2022 @ 11:12 a.m.  
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield