



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

MEETING MINUTES

**Tuesday, August 23, 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:

Network Administrator: Paul Gouveia

New Fairfield School Administrators: James D'Amico

New Fairfield Fire Marshal: Derrek Guertin

New Fairfield Fire Department: Mike Gill

Colliers Project Leaders: Mark Schweitzer, Scott Pellman

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. Vice Chairman Mike DelMonaco called the meeting to order at 7:31 p.m.

Pledge of Allegiance

Opening Public Comment

None

Approval of minutes

Mike DelMonaco made a motion to approve minutes from the PBC regular meeting on 8/9/22. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

OPM Update

Mark Schweitzer began the OPM by stating the move from Consolidated to Meeting House is done, and the furniture was set up in the classrooms. Colliers is researching companies to donate the remaining Consolidated furniture too. There will be a proposal from Stanely Security to purchase additional cameras since only nine were available from Consolidated, and other locations at CELA were identified as needing cameras. The next two days will be focused on training for HVAC RTU units and PA training for administrators. There will be a PO increase for the purchase of four more smart boards from WB Meyer. Mark continued by stating direction is needed from the PBC on purchasing a new exhaust hood for the culinary arts

program at the High School. Reusing the current hood will negatively impact the schedule since the area can't be finished until the hood unit is installed. Mark concluded the OPM update by stating the BOE voted to add another Pre-K classroom to CELA and is asking to use project funds to furnish it. The estimate for the furniture is \$30,000 plus additional time for JCJ to manage the FF&E process. Christine O'Hare noted that this furniture will not be reimbursable by the state.

- Members discussed the budget impact and lead time for this furniture and agreed further analysis would be required.

CM Update

CELA Construction update – Zach Rowley shared pictures of the CELA project. He noted the areas of focus are the connector hallway, new bus entrance, and paving of the parking lot area. The Fire Marshal provided partial approval during a walk-through. Items that need to be addressed are the fire door in the hallway, four exit signs that need to be added, and sprinkler heads that need to be installed in the cooler area. Zach stated the school will be safe, clean, and ready to be occupied for the first day of school. Derrek Guertin, NF Fire Marshal, noted a few items need to be completed before his inspection tomorrow. If those items are complete, he will allow teachers into the building on Thursday. He continued that a temporary CO may be issued to allow students into the building.

- Mike DelMonaco asked that the filters on the roof be inspected since it recently rained. Zach stated he would inspect the roof units and report back.
- Nick Ciminello asked if the metal panels would be in place for the first day of school. Zach confirmed that the tower would be complete, and the back areas will be installed after school begins.
- Nick Ciminello asked about the status of re-grading the back area where the walking path was going to be. Zach stated that topsoil had been put down and landscapers would be on site soon to seed it.

High School Construction update - Joe Vetro shared pictures of the progress at the High School site. He highlighted the art room, auditorium, and gym. Joe stated the work follows in order of sheetrock, ceiling grid, and then MEPs.

- Nick Ciminello asked for an update on the staffing issues with the mason. Joe stated the mason has had 35 to 36 masons on site and continues to work on Saturdays.

Architects Update

Christine O'Hare stated the focus has been on CELA and getting the school ready to open. They have also been working on the demolition package for the Consolidated site. They are also working on the FF&E and Technology package for the High School. There is a prep meeting with the State tomorrow to review the package before the actual PCR meeting.

Approvals

Mark Schweitzer gave a brief description of the PCOs up for the PBC's approval. He noted that the subcommittee had reviewed them in detail during the working group session on Friday.

Mark provided details for PCO 072 that was not discussed during the working group meeting:

- PCO 072 – RFI 200 Door Pulls, replace the specified 45-degree offset door pulls with 90-degree offset door pulls. The specified door pulls do not leave enough room to operate the key cylinder. The original door pulls are not returnable.
 - PBC and JCJ rose several questions about this PCO. The members agreed to table any PCOs that had not been discussed in the working group.

Proposed Change Orders

Mike DelMonaco made a motion to approve PCO 066 for the High School Project dated August 08, 2022, for CCD001 Revisions to architectural and mechanical per technology and FF&E (Electrical Only), in the amount of \$112,940.00. Nick Ciminello seconded the motion.

Vote: 4-0-0 (Motion approved)

Mike DelMonaco made a motion to approve PCO 067 for the High School Project dated August 08, 2022, for RFI 276 dredging of the retention pond, in the amount not to exceed \$64,417.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Mike DelMonaco made a motion to approve PCO 028 for the CELA Project dated April 20, 2022, for ADA ramp foundation, CCD 007, in the amount of \$44,788.00. Don Kellogg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Mike DelMonaco made a motion to approve PCO 041 for the CELA Project dated February 10, 2022, for RFI 114 High Roof revisions, in the amount of \$10,794.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Mike DelMonaco made a motion to approve PCO 060 for the CELA Project dated June 10, 2022, for PR 012 Revisions to room E102, in the amount of \$2,679.00. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Mike DelMonaco made a motion to approve PCO 069 for the CELA Project dated July 18, 2022, for RFI 234 added soffit at door, in the amount of \$1,807.00. Don Kellogg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Mike DelMonaco made a motion to approve PCO 071 for the CELA Project dated July 18, 2022, Roof coping detail, in the amount of \$4,773.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Purchase Order Increases

Mike DelMonaco made a motion that the Permanent Building Committee approve an increase to Testcon PO 2100 0754 for the CELA project in the amount of \$2,889.00, for materials testing services. Don Kellogg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee approve an increase to WB Myer PO 0000 0000 for the CELA project in the amount of \$1,552.00, for technology installation services. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Requisitions and Invoices

Mike DelMonaco made a motion that the Permanent Building Committee approve the invoice packet for the Consolidated Early Learning Academy project dated August 23, 2022, in the amount of \$1,230,549.76. Don Kellogg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee approve the invoice packet for the Consolidated Early Learning Academy project dated August 23, 2022, in the amount of \$2,700,761.65. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

PBC members discussed a new hood for the High School culinary program, and possible options to reuse the current hood. Mike DelMonaco stated that the direction is to get a proposal for a new hood and to see what can be done with the old hood.

Closing Public Comment

None

Adjournment

Mike DelMonaco made a motion to adjourn at 9:03 pm. Don Kellogg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Received by email on 09/14/2022 @ 8:30 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield