



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

**MEETING MINUTES**

**Tuesday, October 11, 2022, 7:30 p.m.  
Virtual meeting via Zoom**

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

**Members absent:** Anthony Yorio (Alternate)

**Others Present:**

**New Fairfield School Administrators:** James D'Amico

**New Fairfield Director of Technology:** Paul Gouveia

**New Fairfield Fire Department:** Mike Gill

**Colliers Project Leaders:** Mark Schweitzer, Scott Pellman

**JCJ Architecture:** Alison DiVenere, Bill Ayles

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

**Call to order:**

Director of Technology 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 the meeting minutes from September 13, 2022. Maureen Clegg seconded the motion. **Vote: 4-0-1 (Motion approved, Nick Ciminello abstained)**

**Meeting House/ Consolidated Bus Loop update**

Mark Schweitzer confirmed the site plan modification was submitted to zoning and is pending approval. Don Kellogg provided a brief update that the curb cuts and park and pick-up were going well at the site.

**OPM Update**

Mark Schweitzer shared that the playground equipment arrived yesterday. The furniture donation from Consolidated has begun. The town finance director requested that the PBC transfer money from the contingency account to the construction account. Don Kellogg stated he would reach out to the finance director to get more information on this accounting request.

- Mike DelMonaco asked for an update on the as-builts and balancing report for CELA. Zach and Mark confirmed they would provide the PBC links to the as-builts.

### **CM Update**

CELA Construction update – Zach Rowley stated the TCO was extended through the end of October. Zach reviewed the items required to obtain a certificate of occupancy.

High School Construction update - Joe Vetro shared pictures of the progress at the High School site. He highlighted the glass on the front of the building is almost complete and the exterior brickwork will be complete by the end of next week. He concluded by stating the project is on schedule.

### **Architects Update**

Bill Ayles, JCJ, stated that they have been closing out punch list items, monitoring the installation of the playground equipment, and working with O&G on as-builts. There was a brief strategy discussion around the playground installation in the event of cold weather. Bill noted they are working on the project details at the High School and expect an approval letter from OSCG&R for the FF&E by the end of the week. They continue to work on the Consolidated demolition package and will get a final set to O&G for estimating next week. There was a discussion about replacement switch gear being vetted by CES. PBC requested a standing agenda item be added to closely monitor the switch gear issue.

### **Approvals**

Mark Schweitzer gave a brief description of the PCOs up for the PBC's approval.

### **Proposed Change Orders**

Don Kellogg made a motion to approve PCO 071 for the High School Project dated September 9, 2022, for RFI 356 STC Rating at M1-M8 CMU Partitions, in the amount of \$6,276.00.

Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Mike DelMonaco made a motion to approve CCD 02 for the High School Project, for work associated with the response to RFI 406 pond erosion at inlets for a not to exceed the amount of \$14,378.00. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 051 for the CELA Project dated April 14, 2022, for scuppers in lieu of gutters, in the amount of \$2,823.00. Nick Ciminello seconded the motion.

**Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 059 for the CELA Project dated June 10, 2022, for RFI 228 BDA Monitoring points, in the amount of \$6,706.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 061 for the CELA Project dated June 16, 2022, for RFI 177 added sidewalk, in the amount of \$1,027.00. Maureen Clegg seconded the motion.

**Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 092 for the CELA Project dated September 21, 2022, for PR 028 Gate Panic Hardware, in the amount of \$5,373.00. Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 096 for the CELA Project dated September 22, 2022, for windowsill modifications, in the amount of \$1,516.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 097 for the CELA Project dated September 22, 2022, for Countertop Modifications, in the amount of \$1,271.00. Paul Boniello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 098 for the CELA Project dated September 23, 2022, for PR 029 RFI 186 Won Door, in the amount of \$3,108.00. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

### **Proposals**

Don Kellogg made a motion to approve Kompan proposal Change Order 002 dated August 26, 2022, for adding a turndown edge for PIP surface in the amount of \$862.25. Paul Boniello seconded the motion. **Vote: 5-0-0 (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 CELA project in the amount of \$575.00, for hourly special inspection services. Nick Ciminello seconded the motion. **Vote: 5-0-0 (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 \$3,204.00, for materials testing services. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Meyer PO 2100 0746 for the CELA project in the amount of \$2,987.50, for moving/relocation services. Maureen Clegg seconded the motion. **Vote: 5-0-0 (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 October 11, 2022, in the amount of \$68,249.01. Paul Boniello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve the invoice packet for the Consolidated Early Learning Academy project dated October 11, 2022, in the amount of \$11,721.50. Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

**Closing Public Comment**

None

**Adjournment**

Don Kellogg made a motion to adjourn at 8:57 pm. Maureen Clegg seconded the motion.

**Vote: 5-0-0 (Motion approved)**

Received by email on 11/09/2022 @ 8:30 a.m  
by Tricia Quinn, Asst. Town Clerk, New Fairfield