



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

MEETING MINUTES

**Tuesday, December 13, 2022, 7:30 p.m.
Virtual meeting via Zoom**

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

Members absent: Nick Ciminello, Maureen Clegg

Others Present:

New Fairfield School Administrators: James D'Amico

New Fairfield Video Production Coordinator: Quintin Flower

New Fairfield Fire Marshal: Derrek Guertin

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: Christine O'Hare, Emily Czarnecki, Alison DiVenere, Bill Ayles

O&G Industries: Joe Vetro

Call to order:

Quintin Flower 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 meeting minutes from 11/22/2022. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion to amend the agenda and add the 2023 PBC meeting schedule. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Members briefly reviewed the proposed 2023 meeting schedule.

Don Kellogg made a motion to approve the 2023 meeting schedule as presented. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

High School FF&E Presentation/ Approval of Vendors

Emily Czarnecki, JCJ, presented the FF&E pricing for the High School. Emily stated that all classroom furniture and cafeteria furniture are considered essential. The items on the wish list include patio furniture, additional classroom teacher chairs, additional chairs for the vocal room, cafeteria artwork of the new New Fairfield logo, monitor arms for the language lab, and additional custodial equipment.

Don Kellogg made a motion that the Permanent Building Committee approve C&C Janitorial for FF&E category U for the High School project phase 2 and the requisition in the amount of \$85,352.09. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve Insalco Corporation for FF&E categories H, I, J, K, L, LL, M, N, XX, YY, & Z for the High School project phase 2 and the requisition in the amount of \$399,610.47. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve Johnson Tech/Matrix Fitness for FF&E categories T for the High School project phase 2 and the requisition in the amount of \$90,614.00. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve Kahn Tractor & Supply for FF&E category W for the High School project phase 2 and the requisition in the amount of \$8,934.60. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve Lakeshore Learning for FF&E category G for the High School project phase 2 and the requisition in the amount of \$1,175.82. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve Red Thread for FF&E categories O, P, Q, S, & X for the High School project phase 2 and the requisition in the amount of \$326,488.51. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve Red Thread for FF&E category R, for the High School project phase 2 and the requisition in the amount not to exceed \$150,000.00. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve Robert H. Lord Company for FF&E categories A, B, C, D, & Z for the High School project phase 2 and the requisition in the amount of \$611,703.01. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve School Specialty for FF&E categories V for the High School project phase 2 and the requisition in the amount of \$21,561.45. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve Singer/Kittredge for FF&E category KE for the High School project phase 2 and the requisition in the amount of \$1,358.01. Mike DeMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve Strategic Spaces for FF&E categories E, & F for the High School project phase 2 and the requisition in the amount of \$303,231.70. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

OPM Update

Scott Pellman noted the third reimbursement request for the CELA project was received. There is a delay on the second pool reimbursement request. The CELA bus loop work is complete. There are ongoing heating issues at CELA. The team will be replacing sensors and possibly reprogramming over the holiday break. The CELA playground is complete and certified by an inspector hired by the town except for one area where the playground surface was not thick enough. The hazard will be temporarily removed. The playground surface will be fixed in the spring, and the playground equipment restored.

- Don Kellogg requested that the playground repairs be done in June when school is not in session.

The drawings for the demolition of Consolidated are pending approval from local officials. Once approved they will be brought to the state for approval. The High School demolition is scheduled to begin after school is out and will continue into the fall. There was discussion about the need for more exploratory work on the foundation at the high school to determine if there is a need for underpinning or not. The concern is that the foundation might not be below the frost line after the demolition and regrading are done.

- Paul Boniello stated he would like to see all schedule updates between Colliers and O&G each month.

CM Update

High School Construction update - Joe Vetro shared pictures of the progress at the High School. He noted the painter has begun on the gym and the gym floor installation will start in early January. The dining commons is ready for paint. The windows are complete in the art room. The metal panel is complete around the building except for three panels that were damaged. They are due to be delivered next week.

- Paul Boniello asked if the switchgear had arrived. Joe confirmed it is due to arrive mid to end of January.
- Mike DeMonaco asked for an update on the locker room. Joe confirmed the work is scheduled to be completed at the end of January. They had challenges with the ductwork and fire alarm system which may prevent the space from opening until the summer.

CELA Construction update – Christine O’Hare stated there will be a meeting to review all the open issues at CELA in the morning.

- Mike DelMonaco stated he never received a response on the as-builts from October.
- Mike DelMonaco asked for a status on the seasonal winter commissioning by IES. Scott Pellman confirmed that work has begun and is not complete.
- Don Kellogg asked for feedback on how the new bus loop at CELA is working. Scott Pellman stated the bus drivers are still learning the new layout. The design team is looking at a tight turn when the buses are exiting.

Architects Update

Christine O’Hare stated the Consolidated demolition package is getting ready to be sent to OSCG&R. They are continuing to work with O&G on punch list items for CELA.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 085 for the High School Project dated November 18, 2022, for gym floor stain, letters, and line striping, in the amount of \$16,197.00. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 086 for the High School Project dated December 8, 2022, for RFI 444 Weather Barrier at Main Entrance, in the amount of \$2,517.00. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Members reviewed and discussed potential changes to the High School scoreboard. It was determined that a decision on the scoreboard would be needed by the end of January.

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 December 13, 2022, in the amount of \$116,379.61. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve the invoice packet for the High School project dated December 13, 2022, in the amount of \$2,027,494.77. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

There was a discussion about installing accessible door operators at the front entrance of the High School. PBC members asked to see the proposal and communication on this item.

Don Kellogg noted that the meeting on December 27 will be canceled, and the next meeting will be on January 3rd, 2023.

Closing Public Comment

None

Adjournment

Don Kellogg made a motion to adjourn at 9:36 pm. Mike DelMonaco seconded the motion.

Vote: 3-0-0 (Motion approved)

Received by email on 02/08/2023 @ 8:30 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield