



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

**MEETING MINUTES**

**Tuesday, January 17, 2023, 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

**Others Present:**

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

**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, Bill Ayles, Alison DiVenere

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

**Call to order:**

Quintin Flower explained the rules and procedures for virtual meetings. Chairman Don Kellogg called the meeting to order at 7:33 p.m.

**Pledge of Allegiance**

**Opening Public Comment**

None

**Approval of minutes**

This item was tabled to the next scheduled meeting.

**OPM Update**

Mark Schweitzer shared there are six PCOs for the High School and seven PCOs for CELA up for approval tonight. The most recent OSCG&R reimbursement was received for the CELA project. State change order six for the High School went in. State change order 13 for CELA will be submitted in the next couple of days. There are several proposals to review as well as some clerical errors to clean up from the previous meeting's motions. They are working on a detailed summer schedule for the High School.

## CM Update

CELA Construction update – Zach Rowley shared that many punch list items were completed over the winter break. The heating commissioning is scheduled for the last week of January. There is a training scheduled for the sound system in the music room on Tuesday, January 24<sup>th</sup>. The revised as-builts for the site were submitted at the end of November and they are waiting on final comments from town officials.

- Mike DelMonaco asked if the temperature control issue was corrected and tested. Zach stated the issue is close to being completed.

High School Construction update – Joe Vetro shared pictures of the progress at the High School. The Gym floor materials are on site and the backstops have been installed. The ceiling grids have been installed throughout the school.

- Mike DelMonaco stated he was on-site at the end of December and found five gypsum walls that were missing control joints. He noticed one wall that was already cracked because it exceeded the maximum length of 30 feet without a joint. Joe Vetro confirmed all the control joints have been added. Joe stated he has not gone through areas A and B to confirm all the control joints have been added.
- Don Kellogg asked for a schedule update. Joe stated they have recovered about 70 days of schedule impact from various sources.

## Architects Update

Christine O'Hare stated the demolition package for Consolidated was brought to Planning and Zoning two weeks ago. It was determined they would not set a date for the public hearing until the first week of February. Once the date for the public hearing is set notices will be sent to all the neighbors. She stated the reason they delayed setting the date for the public hearing was too able to consult their attorneys. Christine confirmed the application was accepted, but per the regulations, they have 65 days from application acceptance to set the public hearing. Scott Pellman stated due to the delay from Zoning the schedule will be impacted and need to be revised. There will also be a financial impact the longer that portion of the project is delayed.

## Approvals

### Proposed Change Orders

Don Kellogg made a motion to approve PCO 088 for the CELA Project dated September 14, 2022, for the added galvanized fence, in the amount of \$16,237.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 099 for the CELA Project dated October 4, 2022, for added grading toe of the slope, in the amount of \$553.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 117 for the CELA Project dated November 15, 2022, for masonry ticket work, in the amount of \$2,921.00. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 119 for the CELA Project dated December 7, 2022, for OWI allowance credits, in the amount of (\$41,296.08). Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 121 for the CELA Project dated December 9, 2022, for PR 037 site lighting revisions, in the amount of \$23,759.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 122 for the CELA Project dated December 9, 2022, for patching at the security window, in the amount of \$1,229.00. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 124 for the CELA Project dated December 28, 2022, for PR 038 added signage, in the amount of \$820.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 087 for the High School Project dated December 8, 2022, for PR012 to Provide accessible door operators to doors 2b01b and 2b01d, in the amount of \$17,399.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 090 for the High School Project dated January 13, 2023, for PR 008 & RFI 0463 sprinkler add & radiant panel removal, in the amount of \$33,925.00. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to PCO 091 for the High School Project dated January 13, 2023, for RFI 378 locker room duct penetration, in the amount of \$4,824.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 093 for the High School Project dated January 12, 2023, for PR 016 added outlet in commons 1a23, in the amount of \$828.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 094 for the High School Project dated January 13, 2023, for RFI 476 New "D" light fixture, in the amount of \$1,405.00. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 095 for the High School Project dated January 13, 2023, for PR 013 Scoreboard changes, in the amount of \$9,204.00. Nick Ciminello seconded the motion. **Vote: 0-4-0 (Motion denied)**

### **Proposals**

Don Kellogg made a motion that the Permanent Building Committee approve Consolidated Electric's two proposals numbers 5348 and 5349 dated November 22, 2022, to restore the network in the middle school in the total amount of \$14,928.48. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve Lakeshore Quote 21607 dated November 30, 2022, for additional rugs at CELA, items four and six on the invoice, in the amount of \$1,010.16. Mike DelMonaco seconded the motion.

**Vote: 4-0-0 (Motion approved)**

Nick Ciminello left the meeting at 9:12 p m.

There was a long discussion about the request for a pump chamber manhole cover. It was decided Colliers would gather more information about the request which will be presented again at the next meeting.

### **Purchase Order Increases**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Red Thread PO for FF&E categories O, P, Q, S, & X for the High School project phase 2 in the amount of \$40.00 due to an incorrect amount previously approved and the requisition in the amount of \$326,448.51. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Robert H. Lord Company for FF&E categories A, B, C, D, & Z for the High School project phase 2 in the amount of \$30.00 due to an incorrect amount previously approved. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (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 January 17, 2023, as amended during the meeting, in the amount of \$13,976.32. Maureen Clegg 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 January 17, 2023, in the amount of \$2,411,552.92. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg notified the group that the attorney handling the appeal will be at the next meeting to provide an update.

**Closing Public Comment**

None

**Adjournment**

Don Kellogg made a motion to adjourn at 9:42 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