



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

**MEETING MINUTES**

**Tuesday, February 7, 2023, 7:30 p.m.  
Virtual meeting via Zoom**

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

**Members absent:** Don Kellogg (Chair), Nick Ciminello, Maureen Clegg

**Others Present:**

**New Fairfield Video Production Coordinator:** Quintin Flower

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

**New Fairfield Fire Marshal:** Derrek Guertin

**Colliers Project Leaders:** Mark Schweitzer

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

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

**Call to order:**

Quintin Flower explained the rules and procedures for virtual meetings. Chairman Mike DelMonaco called the meeting to order at 7:37 p.m.

**Pledge of Allegiance**

Mike DelMonaco made a motion to elevate Ed Sbordone. Paul Boniello seconded the motion.

**Vote: 2-0-0 (Motion approved)**

**Opening Public Comment**

None

**Approval of minutes**

Mike DelMonaco made a motion to approve the meeting minutes from 12/13/2022 and 1/17/2023. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

**OPM Update**

Mark Schweitzer provided a brief update on the school projects. He noted there are three PCOs for the committee's approval tonight. Items for discussion are the removal of the glycol totes at CELA, a proposal for Stanley Security for wireless door sensors at the High School, relocation of emergency town equipment from the Consolidated site to CELA to boost the signal of emergency radios, relocation of the emergency equipment from the current high school to the new high school, and two add-services for JCJ to review the High School bus loop if the bell time changes and to look at utilizing open space under the staircase in the dining commons.

ORCG&R approved the High School technology package to go out to bid. The Zoning commission has set the public hearing date for the demolition of Consolidated on March 1<sup>st</sup>.

- Members discussed who would be responsible for the removal of the glycol totes. PBC members argued that the glycol totes should be removed by the subcontractor. Colliers stated that the subcontractor fulfilled their contract and was directed by CES to use the 35% glycol that was on site. Colliers stated that Phil Ross would be administering the 100% glycol to bring the entire system up to 30%.
- There was a discussion about the origin of the requests for the High School bus loop review for the bell schedule change and storage space under the staircase. PBC members stated they are tasked with keeping the project on budget and on time and only hear of these requests when they are presented for cost approval. PBC members decided they would not consider the approval of the add-services for JCJ since they were not told about the design work and did not approve it.

### **CM Update**

CELA Construction update – Zach Rowley stated they are 90% through the heating commissioning. Punch list items will be wrapped up by the end of February. A roof leak on the connector corridor roof is being reviewed. A tank leak was discovered on the underground fire protection tanks and is being reviewed.

- PBC members requested details about when the roof leak and subsequent damage were discovered. O&G estimated the leak was found at the end of December or the beginning of January. PBC members clearly stated anything impacting the operation of the school, the faculty, the administration, or the students needs to be reported to the PBC immediately. PBC members expressed frustration at hearing about the roof leak through a third party. PBC members also requested that damaged sheetrock and ceiling tiles are replaced, and the area be inspected for mold.
- Derrek Guertin expressed concern about products that may be used to fix the fire tank leak. O&G agreed and said they would monitor the review closely and follow up.
- Members discussed the invoice from Stanley Security.

High School Construction update – Joe Vetro shared pictures of the progress at the High School. The gym floor is being installed and will take about a month to be fully installed. The HVAC and plumbing systems are almost complete. Data wiring is almost complete. One issue is that the switchgear won't be delivered in mid-May.

### **Architects Update**

Bill Ayles provided a quick update. He stated he spent time at the High School and the project is going well. He also stated they continue to monitor the CELA punch list items and are close to being complete.

There was a discussion about the punch list at CELA and why it has taken so long to complete. O&G stated that a coordination issue in an occupied building has been a challenge. O&G confirmed the list will be complete by the end of February.

## Approvals

### Proposed Change Orders

Mike DelMonaco made a motion to approve PCO 096 for the High School Project dated February 3, 2023, for RFI 412 level 5 finish, in the amount of \$1,237.00. Ed Sbordone seconded the motion. **Vote: 3-0-0 (Motion approved)**

Mike DelMonaco made a motion to approve PCO 097 for the High School Project dated February 7, 2023, for perimeter construction fence repair, in the amount of \$1,953.00. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Mike DelMonaco made a motion to approve PCO 115 for the CELA Project dated November 15, 2022, for window returns ticket work, in the amount of \$8,513.00. Ed Sbordone seconded the motion. **Vote: 3-0-0 (Motion approved)**

### Proposals

Mike DelMonaco made a motion that the Permanent Building Committee approve Norcom Quote C100228 dated December 9, 2022, for High school antenna and equipment relocation in the amount of \$25,013.70. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee approve Norcom quote C114724 dated December 28, 2022, to enhance local coverage at Meeting House School in the amount of \$9,663.28. Ed Sbordone seconded the motion. **Vote: 3-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee tentatively approve Stanley security Quote Q-325937 dated January 11, 2023, for additional cameras & intercom at CELA in the amount of \$38,010.34 pending Paul Boniello's review of the quote. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee tentatively approve Houghton Chemical Corporation's quote dated October 28, 2022, and requisition for the removal of aqueous glycol totes, in the amount of \$2,270.00. Ed Sbordone seconded the motion. **Vote: 3-0-0 (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 February 7, 2023, in the amount of \$444,988.43. Paul Boniello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee approve the invoice packet for the High School project dated February 7, 2023, in the amount of \$21,063.64. Ed Sbordone seconded the motion. **Vote: 3-0-0 (Motion approved)**

**Closing Public Comment**

None

**Adjournment**

Mike DelMonaco made a motion to adjourn at 9:32 pm. Paul Boniello seconded the motion.

**Vote: 3-0-0 (Motion approved)**

Received by email on 02/27/2023 @ 8:30 p.m.  
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield