



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

MEETING MINUTES

**Tuesday, February 28, 2023, 7:30 p.m.
Virtual meeting via Zoom**

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

Members absent: Nick Ciminello

Others Present:

New Fairfield Director of Business and Operations: Carrie DePuy

New Fairfield School Administrators: James D'Amico

New Fairfield Fire Marshal: Derrek Guertin

New Fairfield BOE: Rick Regan

New Fairfield Assistant Broadcast Coordinator: Erik Muhlenberg

Colliers Project Leaders: Mark Schweitzer, Scott Pellman

JCJ Architecture: Bill Ayles, Carrie DePuy

O&G Industries: Joe Vetro, Zach Rowley

Call to order:

Erik Muhlenberg explained the rules and procedures for virtual meetings. Chairman Don Kellogg called the meeting to order at 7:31 p.m.

Pledge of Allegiance

Chairman Don Kellogg noted that agenda item 5 will be postponed to the next regular PBC meeting.

Opening Public Comment

BOE member Rick Regan expressed confusion over the add-service request from JCJ during the February 7th meeting for design work to accommodate the same bell time for the middle school and high school. Mr. Regan stated the traffic flow design was always supposed to accommodate the same bell schedule for the schools. He sighted a June 2019 copy of the educational specifications for the High School that specifically states traffic flow should allow for the schools to have the same start time. He noted the many times he spoke about this issue at previous PBC meetings. Mr. Regan concluded by stating he hopes that the design will have no additional cost to the district.

Approval of minutes

Don Kellogg made a motion to approve the meeting minutes from 2/7/2023. Mike DelMonaco seconded the motion. **Vote: 3-0-1 (Motion approved, Maureen Clegg abstained)**

OPM Update

Mark Schweitzer provided a brief update on the school projects. He noted there are two PCOs for the committee's approval tonight. The invoice packets include the geotechnical cost for the inspections that took place last fall. State change orders 8 and 14 are being prepared to submit to the state at the end of the week. Kompan made the necessary adjustments to the playground equipment at Cons/MHHS to allow more of the structure to be used. There is a public hearing scheduled for tomorrow night for the restoration of the Consolidated site after the demolition takes place. The switch gear for the high school is scheduled to be shipped no later than April 21st.

- PBC members requested an update on the temperature control issue at CELA. Mark Schweitzer confirmed that the commissioning agent and HVAC are still looking at moving a thermostat that gets hit by the sun. The commissioning is not complete.
- Mike DelMonaco PBC requested an update on the deficiencies he noted in October on the as-built drawings. Zach Rowley stated they expect a resolution and a final report in the next couple of weeks.

Scott Pellman clarified that the bus loop was designed to accommodate for split start and dismissal times and if the district decides, the same start and dismissal time.

CM Update

CELA Construction update – Zach Rowley provided a brief update on the progress at the CELA site. A diver is scheduled to be at the CELA site on March 5 to install plugs on the interconnecting pipes to help pinpoint where the leak is coming from. They have a few punch list items and 12 warranty items to complete.

- Paul Boniello asked that items discussed in the OPM meeting be added to the O&G list of open items.
- Don Kellogg requested the date when all open items would be complete. O&G stated they are addressing warranty items as they come up and the punch list items are minor and will be fixed when materials are received.

High School Construction update – Joe Vetro explained that when buildings are occupied punch list items may continue to get added. For the High School, he is requesting that any issues be added by a certain date so open items don't linger.

- Members discussed the best process for punch list process and management at the end of the project.

Joe Vetro shared pictures of the progress at the High School. The ceiling grid is being installed in the dining commons. The gym floor has been installed. Sanding and staining will be done over the next few weeks.

- Members discussed humidity control for the gym area.
- Paul Boniello noted that he and Don Kellogg were on site and walked through the building and were very happy with the progress and quality of the building.

Architects Update

Bill Ayles provided a quick update. He stated JCJ continues to work with O&G on the CELA punch list items. He commented on several aspects of coordination at the High School site. He confirmed there is space allocated for one vending machine, and they are still looking for a location for the other vending machine.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 098 for the High School Project dated February 15, 2023, for RFI 374 Pool locker room duct conflict, in the amount of \$4,030.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 103 for the High School Project dated February 16, 2023, for RFI 508 break metal at windows, in the amount of \$5,207.00. Paul Boniello seconded the motion. **Vote: 4-0-0 (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 High School project in the amount of \$1,865.00, for hourly geotechnical services. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (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 February 28, 2023, in the amount of \$2,502,952.30. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve the invoice packet for the Consolidated Early Learning Academy project dated February 28, 2023, in the amount of \$72,964.30. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Closing Public Comment

None

Adjournment

Don Kellogg made a motion to adjourn at 8:42 pm. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**