



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

MEETING MINUTES

**Tuesday, April 11, 2023, 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: Ed Sbordone

Others Present:

New Fairfield Superintendent: Dr. Ken Crow

New Fairfield School Administrators: Carrie DePuy, James D'Amico, Allyson Story

New Fairfield Director of Technology: Paul Gouveia

New Fairfield Fire Marshal: Derrek Guertin

New Fairfield Assistant Broadcast Coordinator: Quintin Flower

Colliers Project Leaders: Mark Schweitzer, Scott Pellman

JCJ Architecture: Bill Ayles, Alison DiVenere

O&G Industries: Joe Vetro, Zach Rowley

N&B: Bo Laraia

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

Don Kellogg advised a late request was received from the administration to add an executive session to the agenda for a discussion of a security item. He noted the agenda item would be added after opening public comment.

Don Kellogg made a motion to add an agenda item after the approval of the meeting minutes: Enter into executive session pursuant to CGS §1-200(6) and §1-210(19) for discussion of CELA security matters. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Opening Public Comment

Approval of minutes

Don Kellogg made a motion to approve the meeting minutes from 3/28/2023. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee enter executive session pursuant to CGS §1-200(6) and §1-210(19) for discussion of CELA security matters. I would like to invite the following to the session: Mark Schweitzer, Scott Pellman, PBC members, Allyson Story, James D'Amico, Ken Craw, Carrie DuPuy, Paul Gouveia, Bill Ayles, Alison DiVenere. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

The executive session ended at 8:08 pm.

Don Kellogg made a motion to resume the regular meeting. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Approval of Phase 3 Technology vendors

There was a discussion of many aspects of the budget.

Don Kellogg made a motion that the Permanent Building Committee approve Apple for Bid package 2 – computer hardware for the High School project phase 3 and the requisition in the amount of \$54,655.68. Paul Boniello seconded the motion.

Vote: 5-0-0 (Motion approved)

Don Kellogg made a motion that the Permanent Building Committee approve Whalley Computer Associates for bid package 3 network equipment for the High School project phase 3 and the requisition in the amount of \$37,088.01. Mike DelMonaco seconded the motion.

Vote: 5-0-0 (Motion approved)

Don Kellogg made a motion that the Permanent Building Committee approve Whalley Computer Associates for bid package 5 professional services network configuration for the High School project phase 3 and the requisition in the amount of \$11,027.00. Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a Motion that the Permanent Building Committee approve IP Genie for direct purchase of miscellaneous hardware for the High School project phase 3, and the requisition in the amount of \$1,807.00. Maureen Clegg seconded the motion.

Vote: 5-0-0 (Motion approved)

Don Kellogg made a Motion that the Permanent Building Committee approve CDW for direct purchase of miscellaneous hardware for the High School project phase 3, and the requisition in the amount of \$766.89. Paul Boniello seconded the motion.

Vote: 5-0-0 (Motion approved)

Don Kellogg made a Motion that the Permanent Building Committee approve Virtuoso/soloist system for direct purchase of language lab software for the High School project phase 3, and the requisition in the amount of \$65,594.00. Mike DelMonaco seconded the motion.

Vote: 5-0-0 (Motion approved)

Don Kellogg made a Motion that the Permanent Building Committee approve Commnet for the broadcast control systems equipment for the High School project phase 3, and the requisition in the amount of \$279,216.03. Nick Ciminello seconded the motion.

Vote: 5-0-0 (Motion approved)

Don Kellogg made a motion that the Permanent Building Committee approve CDW for direct purchase of docking stations for the High School project phase 3, and the requisition in the amount of \$12,640.40. Maureen Clegg seconded the motion.

Vote: 5-0-0 (Motion approved)

OPM Update

Mark Schweitzer provided an update on the school projects. He noted there are seven proposals for the committee's approval tonight. They were all reviewed at the working group on Friday. There are three change orders that will be submitted to the state by early next week. Mark spoke about some playground issues that will require safeguarding. Auditorium abatement will begin this weekend.

Scott Pellman noted a report that detailed the furniture donated from the project. He stated that 1,332 pieces of equipment have been donated to Zanzibar and Tanzania through IRNs nonprofit partners.

CM Update

CELA Construction update – Zach Rowley stated they would be on-site over April break to complete three punch list items and a handful of warranty items.

High School Construction update – Joe Vetro shared pictures of the progress at the High School. Joe confirmed that the power was turned on yesterday afternoon. He confirmed that he has begun the preliminary punch list process.

Architects Update

Bill Ayles stated the punch list process with O&G has been well managed. He stated they continue to work on the remaining items with the teams. Bill noted they have also been on hand at the High School to do preliminary inspections. There was a brief discussion about the balancing and commissioning of the system.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 046 for the High School Project dated June 7, 2022, for PR 04 revisions to technology WAP, in the amount of a credit of (\$51,850.00). Paul Boniello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 092 for the High School project dated January 12, 2023, for PR 09 AV for the auditorium gymnasium and media lab, in the amount of \$31,089.00. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to PCO 101 for the High School project dated February 16, 2023, for additional smoke detectors at middle school, in the amount of \$8,215.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to PCO 110 for the High School project dated April 6, 2023, for interior and exterior signage changes, in the amount of \$4,410.00. Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to PCO 113 for the High School project dated April 6, 2023, for vending machine power, in the amount of \$507.00. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to PCO 114 for the High School project dated April 6, 2023, for Culinary EPO shunt trip breakers, in the amount of \$3,019.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to PCO 010 for the CELA project dated August 24, 2022, for cold weather roof installation, in the amount of \$71,871.00. 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 JCI Architecture PO 2000 0033 for the High School project in the amount of \$3,600.00, for hourly geotechnical 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 Consolidated Early Learning Academy project dated April 11, 2023, in the amount of \$11,744.89. Paul Boniello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve the packet for the High School project dated April 11, 2023, in the amount of \$77,618.91. Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Closing Public Comment

None

Adjournment

Don Kellogg made a motion to adjourn at 9:34 pm. Mike DelMonaco seconded the motion.

Vote: 5-0-0 (Motion approved)

Received by email on 04/18/2023 @ 8:30 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield