



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

**MEETING MINUTES  
Tuesday, May 9, 2023, 7:30 p.m.  
Virtual meeting via Zoom**

**Members present:** Don Kellogg (Chair), Paul Boniello, Nick Ciminello, Maureen Clegg, Ed Sbordone (Alternate)

**Members absent:** Mike DelMonaco (Vice-chair), Paul Boniello

**Others Present:**

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

**New Fairfield Fire Marshal:** Derrek Guertin

**New Fairfield Assistant Broadcast Coordinator:** Rebecca Bittner

**Colliers Project Leaders:** Scott Pellman

**JCJ Architecture:** Christine O'Hare, Bill Ayles

**O&G Industries:** Joe Vetro

**Call to order:**

Rebecca Bittner explained the rules and procedures for virtual meetings. Chairman Don Kellogg called the meeting to order at 7:37 p.m.

**Pledge of Allegiance**

**Opening Public Comment**

**Approval of minutes**

Don Kellogg made a motion to approve the meeting minutes from 4/25/2023. Nick Ciminello seconded the motion. **Vote: 3-0-0 (Motion approved)**

**OPM Update**

Scott Pellman provided an update on the school projects. He advised that four PCOs for the High School project were reviewed at the working group meeting and are up for approval. All the technology equipment that has been approved for the High School has been ordered. Colliers advised that the town park and recreation department was notified that the High School and Middle School sites will be closed for the summer. O&G has moved their office to the High School and the demolition permit for 78 Gillotti Rd will be submitted this week. The design team has been working on the retaining wall that will remain after the current High School is demolished. Scott requested the PBC review the information included in the packet for discussion at the next meeting. The fill pipe for the water tanks at the High School will be moved

so parent drop-off is not impacted. Once Phil Ross has reviewed the plans a PR will be issued to O&G.

The fire tanks at CELA are being monitored and are currently not leaking. The final balancing report was included in the packet provided to members. Lien waivers for subcontractors will be handled by O&G per the contract. A new roof leak was found above the main entry. The mason is scheduled to be on-site this week to review and repair the leak. No significant damage was reported.

There was a discussion about the water tanks at CELA. PBC asked for a letter from the manufacturer indicating that over torque on the link seal is acceptable. PBC also requested monitoring through next winter.

### **CM Update**

CELA Construction update – There are about 20 items left on the punch list and warranty list. There are about six proposal requests. Landscapers will be on site to freshen up items impacted by the winter.

High School Construction update – Joe Vetro shared pictures of the progress at the High School. Most of the sidewalks are in and the paver will begin on the back parking lot next week. Joe explained that the High School will have day lockers for students who need to store items. Joe noted that there are frequent tours of the building site.

### **Architects Update**

Christine O’Hare shared that the FF&E team has begun bi-weekly meetings with the administration to plan for the furniture move-in.

Members discussed a list of broadcast equipment by priority determined by the administration. The administration explained that the top priority would be making sure the building was wired for longevity and noted physical equipment items could be purchased in the future.

### **Approvals**

#### **Proposed Change Orders**

Don Kellogg made a motion to approve PCO 112 for the High School Project dated April 6, 2023, for RFI 577 spray fireproofing at dining commons bump outs, in the amount of \$8,727.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to PCO 115 for the high school project dated April 6, 2023, for gravel stop to roof coping change, in the amount of \$82,138.00. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to PCO 116 for the high school project dated April 24, 2023, for RFI 172 water line to well, in the amount of \$33,124.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to PCO 119 for the high school project dated May 3, 2023, for RFI 552 added gas at fumehoods, work to be performed on time and materials not to exceed a total cost of \$27,829.00. Nick Ciminello 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 Meyer PO 2200 0541 for the High School project in the amount of \$3,200.00 for moving services. Maureen Clegg 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 Consolidated Early Learning Academy project dated May 9, 2023, in the amount of \$25,687.06. Paul Boniello 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 High School project dated May 9, 2023, in the amount of \$187,057.92. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

### **Closing Public Comment**

None

Joe Vetro noted the demolition permit for 78 Gillotti Rd was approved this morning. The demo on that site should be completed in the next week.

### **Adjournment**

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