



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

MEETING MINUTES

**Tuesday, May 23, 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 School Administrators: James D'Amico

New Fairfield Fire Marshal: Derrek Guertin

New Fairfield Video Production Coordinator: Quintin Flower

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: Christine O'Hare, Bill Ayles

O&G Industries: Joe Vetro

Call to order:

Quintin Flower explained the rules and procedures for virtual meetings. Chairman Don Kellogg called the meeting to order at 7:42 p.m.

Pledge of Allegiance

Opening Public Comment

Approval of minutes

Mike DelMonaco made a motion to approve the meeting minutes from 5/9/2023. Maureen Clegg seconded the motion. **Vote: 2-0-1 (Motion failed, Mike DelMonaco abstained, item will be moved to June 13 meeting)**

OPM Update

Mark Schweitzer advised there are three PCOs for approval. Members discussed replacing a transfer switch at the middle school, approval for the use of the allowance, and a water treatment system at the high school. Mark noted that pricing for the broadcast equipment has been received and the administration still has wiring as their top priority. Parking spots needed for the High School fall opening will be allocated to the square permeable lot.

CM Update

CELA Construction update – Joe Vetro stated they are working to finalize the as-built drawings and need to verify two items from the town engineer. Langan is working on a landscape punch list for the plantings at CELA.

High School Construction update – Joe Vetro stated they are working on commissioning all the rooftop units. They had to reorder two VRFs that were not functioning correctly. They will begin balancing the water this week. Joe shared pictures of the progress at the High School. Joe stated JCJ is still working on the issue with access to the loading dock. PBC member Paul Boniello asked Colliers to send the drawings associated with the retaining wall.

Joe Vetro stated they will be opening the masonry at CELA to further investigate the roof leak.

Architects Update

Bill Ayles stated JCJ has a preliminary solution to the loading dock issue at the High School that is under review with O&G. Mr. Ayles advised that there were several on-site meetings at CELA to review the landscaping and site work that needed some maintenance. JCJ also did a thorough investigation of the playscape area and some of the equipment that is not working as expected. Bill continued that they are working on sketches for the revisions on the High School retaining wall. Preinstallation meetings for FF&E are scheduled at the end of June with all the vendors.

Approvals

Proposed Change Orders

Mike DelMonaco made a motion to approve the use of the Owner/CM allowance for PCO 121 for the High School Project dated May 18, 2023, for Middle School Fire Alarm Wiring, in the amount of \$65,000.00. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Mike DelMonaco made a motion to approve the PCO for the water treatment system of the high school project in the amount not to exceed \$88,840.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Purchase Order Increases

Mike DelMonaco made a motion that the Permanent Building Committee approve an increase to Colliers Project Leaders PO 2000 0042 for the CELA project in the amount of \$32,639.00, for ongoing project management services. Don Kellogg seconded the motion.

Vote: 4-0-0 (Motion approved)

Proposals

Mike DelMonaco made a motion that the Permanent Building Committee approve the funding for the Broadcast equipment priority one to furnish and install the five JBT boxes in the amount of \$112,250.20. Maureen Clegg seconded the motion. **Vote: 4-0-0 (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 May 23, 2023, in the amount of \$24,712.70. Don Kellogg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee approve the Invoice packet for the High School project dated May 23, 2023, in the amount of \$1,828,657.78. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Closing Public Comment

None

Paul Boniello asked if a close-out matrix was established for the High School. Mark Schweitzer advised there have been meetings with all town officials to review the site plans through the summer and fall. Scott Pellman added a draft of the matrix with everyone's role and dates associated will be distributed by the end of the week.

The recording secretary announced that members with terms expiring June 30th will need to send a letter of intent to the selectman's office.

Adjournment

Mike DelMonaco made a motion to adjourn at 8:49 pm. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Received by email on 05/30/2023 @ 1:28 p.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield