



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

**MEETING MINUTES**

**Tuesday, June 13, 2023, 7:30 p.m.  
Virtual meeting via Zoom**

**Members present:** Don Kellogg (Chair), Mike DelMonaco (Vice-chair), Nick Ciminello, Maureen Clegg, Ed Sbordone (Alternate)

**Members absent:** Paul Boniello

**Others Present:**

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

**New Fairfield Fire Marshal:** Derrek Guertin

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

**Colliers Project Leaders:** Scott Pellman, Mark Schweitzer

**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 7:32 p.m.

**Pledge of Allegiance**

**Opening Public Comment**

**Approval of minutes**

Don Kellogg motioned to approve the meeting minutes from 5/9/2023 and 5/23/2023. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

**OPM Update**

Mark Schweitzer provided an update on the building projects. He touched on the repeater for the High School, the fence at 54 Gillotti Road, East Lake Crosswalk, and budget transfers and PO increases for the High School project. He noted several non-standard PCOs were reviewed in the working group and are up for approval tonight.

Scott Pellman added there have been many meetings to coordinate the summer schedule at the High School campus. Scott acknowledged the tight timeframes but expressed confidence in staying on schedule. Don Kellogg reiterated the need for documented requirements from all parties to open the school. Mark Schweitzer stated the final version in writing is still being

worked on. Lastly, Mr. Pellman advised that a TCO will be issued until a final CO is issued in the spring of 2024.

- Mike DelMonaco asked for an update on the civil and mechanical as-builts. The team confirmed they are pending Langan and JCJ's review.

### **CM Update**

CELA Construction update – Joe Vetro provided a timeline for summer work items at CELA including countertops, lighting, and doors. Joe stated the water level in the fire tanks is holding. He is waiting for a final report from United Concrete on the repairs. Mr. Vetro confirmed that Guerrero is responsible for the 5yr warranty on the tank.

- Mike DelMonaco stated he needs the HVAC piping as-builts to have room numbers added. Mark and Joe stated they would follow up on that.

High School Construction update – Joe Vetro shared photos of the substantial progress at the high school. Joe stated the HVAC commissioning will begin next week. Air and water balancing is complete. Joe confirmed there are no schedule blockers at this time for opening. Mark Schweitzer stated the abatement process at the old high school is scheduled to run through the middle of October.

### **Architects Update**

Bill Ayles stated everything is in place for the open CELA items to be resolved. There is nothing new architecturally to report. Mr. Ayles stated several meetings have taken place in preparation for the various furniture and equipment vendors.

- Nick Ciminello requested an update on the playground equipment at CELA. Bill stated he walked the playground with Langan to review issues with the equipment. Langan created a report for Kompan to come up with corrective measures.
- Maureen Clegg requested a status on the bus loop at CELA. Bill stated they will put together a proposal request for O&G and Guerrero to determine what the cost of the changes will be.

### **Approvals**

#### **Proposed Change Orders**

Don Kellogg made a motion to approve PCO 106 for the High School Project dated March 27, 2023, for RFI 547 loading dock wall extension, in the amount of \$14,580.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 119 R1 for the high school project dated May 03, 2023, for RFI 552 added gas at fume hood connection, in the amount of \$22,432.00, which was previously approved for \$27,829.00 resulting in a saving of \$5,397.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 124 for the high school project dated May 31, 2023, for PR 025 added security infrastructure per owner request, in the amount of \$3,886.00. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 125 for the high school project dated June 6, 2023, for RFI 608 column covers at entrances, in the amount of \$6,494.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 130 for the high school project dated June 13, 2023, to be completed on a time and material basis for the relocation of the existing fire tank fill line 4" per RFI 617 CSK13. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve AAIS extra work for the high school project dated March 27, 2023, for the asbestos abatement at 74 Gillotti Road, in the amount of \$13,513.88. Mike DelMonaco 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 Singer Kittredge Equipment Company PO 2300 0652 for the High School project in the amount of \$6,285.40 for additional kitchen small wares and equipment. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Eastern Water Solutions PO 2300 0595 for the high school project for water treatment system in the amount of \$79,548.00. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Norcom PO 2300 0725 for the high school project for the replacement of the existing SLRR5700 repeater, in the amount of \$7,756.90. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Hygenix PO 2100 0568 for the high school project for hazardous materials monitoring in the amount of \$9,086.25. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Test-con PO 2200 0542 for the high school project for materials testing in the amount of \$4,582.40. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Alter & Pearson PO 2300 0530 for the CELA project for legal services in the amount of \$2,567.50. 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 a budget transfer from account 750.10 Contingency to account 750.01 Construction for the High School Project, for future approval of potential change orders, in the amount of \$250,000.00. 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 June 13, 2023, in the amount of \$82,230.78. Nick Ciminello 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 June 13, 2023, in the amount of \$1,583,290.54. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

### **Closing Public Comment**

None

### **Adjournment**

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

Received by email on 06/22/2023 @ 3:34 p.m.  
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield