



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

MEETING MINUTES

**Tuesday, June 27, 2023, 7:30 p.m.
Virtual meeting via Zoom**

Members present: Don Kellogg (Chair), Mike DelMonaco (Vice-chair), Maureen Clegg

Members absent: Paul Boniello, Nick Ciminello, Ed Sbordone (Alternate)

Others Present:

New Fairfield Fire Marshal: Derrek Guertin

New Fairfield Assistant Broadcast Coordinator: Rebecca Bittner

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: 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 6/13/2023. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

OPM Update

Mark Schweitzer provided an update on the building projects. He stated furniture has been moved out of the old High School and demolition has begun. He noted three PCOs and two PO increases are up for approval tonight. JCJ stated as-builts have been sent back to O&G and will be provided to the PBC soon. Mark stated he's still pursuing JHAs at this time.

CM Update

CELA Construction update – Joe Vetro stated the mason was on-site at CELA to review the water leak and make some repairs. The remaining punch list items are being wrapped up. They will be reviewing the next steps for landscaping with Langan.

High School Construction update – Joe Vetro shared photos of the progress at the high school. The ceiling tiles throughout the building will be completed by Saturday. The final building cleaning will start in July and take approximately three weeks. Joe stated that sitework is well underway with about nine weeks left in the schedule. Joe stated they will be meeting with Langan about the fire fill and the loading dock area will begin at the end of next week.

Architects Update

Bill Ayles stated there is a meeting with Kompan on Thursday to review the playscape issues at CELA. JCJ will be meeting with Langan to review the landscaping and bring it up to specification. Lastly, Bill noted JCJ will meet with the building administrators to review the bus loop and determine if any revisions need to be made.

- PBC stated the bus loop at CELA needs to be prioritized. Bill agreed and confirmed he would set up a meeting right away.

Bill stated there are several areas in the High School for JCJ to start their punch list process.

- Joe stated areas C&D are complete for the top of the wall coping with the rest of the areas being worked on.
- Joe stated a weekly meeting has been established to review commissioning issues at the High School.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 135 for the High School Project, for RFI 690 additional lights at the elevator to be completed on a time & material basis, in an amount not to exceed \$12,000.00. Mike DelMonaco seconded the motion.

Vote: 3-0-0 (Motion approved)

Don Kellogg made a motion to approve PCO 133 for the high school project, for PR 027 revisions to drop off area, in the amount of \$21,020.00. Maureen Clegg seconded the motion.

Vote: 3-0-0 (Motion approved)

Don Kellogg made a motion to approve PCO 136 for the High School project to replace five existing catch basin tops in the existing parking lot, in the amount not to exceed \$8,000.00.

Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Purchase Order Increases

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Hygenix PO 2100 0568 for the High School project in the amount of \$52,000.00 for hazardous material monitoring. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Meyer PO 2200 0541 for the high school project for moving services, in the amount of \$70,000.00. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (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 June 27, 2023, in the amount of \$3,490.00. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve the invoice packet for the High School project dated June 27, 2023, in the amount of \$14,123.50. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Closing Public Comment

None

Adjournment

Don Kellogg made a motion to adjourn at 8:42 pm. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

Received by email on 07/05/2023 @ 4:06 p.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield