



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

**MEETING MINUTES
Tuesday, July 25, 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:

Others Present:

New Fairfield Director of Technology: Paul Gouveia

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

New Fairfield Fire Marshal: Derrek Guertin

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: Bill Ayles, Christine O'Hare

Langan: Chris Cardany

O&G Industries: Joe Vetro

Call to order:

Paul Gouveia explained the rules and procedures for virtual meetings. Chairman Don Kellogg called the meeting to order at 7:31 p.m.

Pledge of Allegiance

Opening Public Comment

Approval of minutes

Approval of 7/11/2023 minutes will take place at the next regular meeting.

OPM Update

Mark Schweitzer provided an update on the building projects. Mark explained many PCOs were reviewed at this week's working group meeting. The design team issued a PR for the MHHS/ Consolidated bus loop. The change will require zoning approval and the team is on the Zoning meeting agenda for next Wednesday night. The playground warranty information has been added to the PBC folder. There has been no water loss in the CELA tanks since the last reading. The team is in the process of vetting a proposal from Stanley for the security cameras. Furniture donations are complete. The cost for the bus trailer will need to be paid for by the project going forward since the original 22-month lease is up.

- Mike DelMonaco asked for the HVAC plans to be stamped "As Built" and for continued tracking of the Civil as-built drawings.

The team reviewed three CELA bus loop sketches and talked through potential changes. There was a discussion about the timing to get the work completed once zoning approval is obtained. The work would not be completed by the start of the 2023-2024 school year.

CM Update

CELA Construction update – Joe Vetro stated the doors are on site and will be installed the week of 8/7/23. The light poles will be installed as soon as they arrive on site. Mark Schweitzer confirmed the playground repairs will be done in August.

High School Construction update – Joe Vetro shared photos of the fitness room, dining commons, and new auditorium at the High School. The orchestra pit is scheduled to come on August 14th.

Architects Update

Christine O’Hare stated they are working closely with O&G on punch list items. The FF&E installation is well underway and remains on track. Workshops with teachers will be held in August to demonstrate how to work with the furniture and utilize the learning neighborhoods.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 144 for the high school project dated July 20, 2023, to repaint NFMS entranceway, in the amount of \$2,569.00. Paul Boniello seconded the motion.

Vote: 5-0-0 (Motion approved)

Don Kellogg made a motion to approve PCO 146 for the high school project dated July 20, 2023, for RFI 717 curbing detail at the middle school loading dock, in the amount of \$17,968.00.

Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Members had a lengthy discussion about PCO 147 for PR 027 to provide a temporary parking lot until the teacher parking lot is completed. Members considered what would be needed to bring the lot to the finished condition of the add-alternate proposal. Members discussed curbing, lighting, topsoil, materials, and budget to make the lot a “permanent” temporary lot. It was agreed to gather additional pricing information and hold a special meeting to decide on the parking lot.

Mark Schweitzer spoke about six PCOs and associated RFIs for middle school fire alarms to be added to the middle school fire alarm control panel. O&G thinks doing this work on time and materials will save money over issuing separate PCOs. The team discussed if these items would be error and omission vs. unforeseen conditions.

Don Kellogg made a motion to approve a Construction Change Directive for the high school project dated July 25, 2023 to move the fire alarm devices on the high school system to the middle school work in compliance with the scopes outlined in PCO 120, 137, 138, 139, 141, and 143. Paul Boniello seconded the motion.

Vote: 4-1-0 (Motion approved, Mike DelMonaco voted no)

Proposal

Don Kellogg made a motion to approve the Stanley Security proposal 426406-18 and requisition for the High School Project dated July 24, 2023 for Sonitrol System Reconfiguration from the existing high school to the middle school, in the amount of \$6,028.59. Mike DelMonaco 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 July 25, 2023, in the amount of \$2,604.12. Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve the invoice packet for the High School project dated July 25, 2023, in the amount of \$201,772.75. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

- Mike DelMonaco asked for the deficiency list from the commissioning agent.

Closing Public Comment

None

Adjournment

Don Kellogg made a motion to adjourn at 9:47 pm. Paul Boniello seconded the motion.

Vote: 5-0-0 (Motion approved)

Received by email on 08/01/2023 @ 11:28 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield