



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

**MEETING MINUTES - Revised
Tuesday, July 11, 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 Director of Technology: Paul Gouveia

New Fairfield School Administrators: Carrie DePuy

New Fairfield Fire Marshal: Derrek Guertin

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: Bill Ayles, Christine O'Hare, Alison DiVenere

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 7:32 p.m.

Pledge of Allegiance

Opening Public Comment

Approval of minutes

Don Kellogg motioned to approve the meeting minutes from 6/27/2023. Maureen Clegg seconded the motion. **Vote: 3-0-1 (Motion approved, Paul Boniello abstained)**

OPM Update

Mark Schweitzer provided an update on the building projects. He stated there are six PCOs up for approval tonight. There was a discussion about replacing cement squares along the entry to the middle school and in front of the cafeteria doors.

Don Kellogg made a motion to remove and replace the sidewalks in front of the west entrance to the existing High School Cafeteria to be included in the scope of work. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Mark continued that Kompan will be replacing some areas of the CELA playground surface over the summer. The fill line for the fire tank at CELA has been located and will not be impacted by snowplowing. High School furniture donations began this week with a trailer headed to a new charter school in South Carolina. Four additional shipping containers will be shipped throughout the week. There was a discussion about the condition of the playground equipment and warranty. PBC members expressed concern about the maintenance expectations of the equipment.

- Mike DelMonaco asked for a status update on the civil and mechanical as-builts for the CELA project. Joe Vetro stated he is still working on the civil as-builts with Langan. The mechanical as-builts are complete and will be sent to Mike.

CM Update

High School Construction update – Joe Vetro shared many photos of the interior and exterior of the high school. The final cleaning of the interior is in progress. The commissioning process is underway.

CELA Construction update – Joe Vetro stated they are still working on the temperature sensor issue. The landscaper has been on site to address the grass establishment issue. Revisions to the site lighting are in progress. The new signage will be installed on Friday.

There was a discussion about the demolition and abatement of the old High School. Joe stated that the demolition is scheduled to start in about three weeks. Joe stated that the parking lot area is scheduled to begin in the middle of October. PBC members requested a meeting to discuss the schedule and opportunities to expedite the abatement to allow for the parking lot to be done sooner.

Architects Update

Christine O'Hare stated that the design team is starting their punch list process this week. The FF&E installation is starting on Monday and will continue until August.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 122 for the High School Project dated May 18, 2023, for RFI 579 replacement of transfer switch, in the amount of \$4,010.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 129 for the high school project dated June 13, 2023, for RFI 687 new (6) burner range with oven, in the amount of \$10,504.00. 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 16, 2023, for PR 021 add (1) cat 6a cable between floor box and monitor at two locations, in the amount of \$1,130.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 131 for the High School Project dated June 16, 2023, for ASI09 to repaint corridor 1b20 east wall, in the amount of \$1,659.00. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 135 for the High School Project dated June 28, 2023, for RFI 272 kitchen hood control panel & KEF-2, in the amount of \$671.00. 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 July 11, 2023, in the amount of \$6,528.91. Mike DelMonaco 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 July 11, 2023, in the amount of \$145,522.64. Paul Boniello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Closing Public Comment

None

Adjournment

Don Kellogg made a motion to adjourn at 8:59 pm. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Received by email on 09/11/2023 @ 11:17 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield