



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

MEETING MINUTES

**Tuesday, August 8, 2023, 7:30 p.m.
Virtual meeting via Zoom**

Members present: Don Kellogg (Chair), Paul Boniello, Nick Ciminello, Maureen Clegg, Ed Sbordone (Alternate)

Members absent: Mike DelMonaco (Vice-chair)

Others Present:

New Fairfield Video Production Coordinator: Quintin Flower

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

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 7:32 p.m.

Pledge of Allegiance

Opening Public Comment

Approval of minutes

Don Kellogg made a motion to approve the minutes from 7/25/2023. Maureen Clegg seconded the motion. **Vote: 3-0-1 (Motion approved, Paul Boniello abstained)**

OPM Update

Mark Schweitzer advised the group that the Friday working group discussed the existing elevator, the precast panel, and the underdrain for the exit drive. Stanley has submitted their reduced invoice. The steel sub has reached substantial completion and will request the balance of his retainage. Joe Vetro stated the masonry is all down in the old auditorium, and one test pit has been completed on the existing elevator. Don Kellogg explained that the issue is the elevator, the elevator lobby, and the SROs office were built up against the precast panels of the auditorium. Joe stated there was no foundation wall found during the first test pit.

CM Update

CELA Construction update – Joe Vetro stated the exterior door will be done by the end of the week. All the heating and ventilation issues are resolved. Mark Schwartz stated he expects Kompan to submit a playground plan with a repair schedule by tomorrow. Mark updated the group on the exit drive issues at CELA. Mark continued with an update on the eleven-month walk-through at CELA. Joe Vetro noted the as built drawings were approved by Langan. Notarized copies will be sent to the town engineer and PBC members.

High School Construction update – Joe Vetro stated the focus is getting through all the system testing. The horn strobe did not pass during the fire alarm test due to the volume. The elevator test is pending an inspection date from the state. Fine grating, signage, temporary parking, and curbing are all being worked on this week and next week. The water systems are both running in the High School and Middle School. A formal inspection will be done when the sample results are returned. Lastly, Joe shared pictures of the band room, chorus room, and media rooms.

Paul Boniello asked for an update on staff training. Joe Vetro stated there is a schedule for the MEP training that was coordinated with Phil Ross. Commissioning is still underway. Mark Schweitzer expanded that the teacher training on lighting and smartboards will be the week of August 28th. Maps of the building and “you are here” signs will be available to students and teachers. Derrek Guertin stated he would be meeting with both the Middle School and High School to review egress and fire drill routes.

Architects Update

Christine O’Hare shared that FF&E is scheduled to be completed on Friday, August 11th. The AV cable and equipment are being installed and should be available for the start of school. Punchlist items will be circulated to the committee upon completion.

Approvals

PO Increase

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Meyer PO2200 0541 for the high school project for moving services, in the amount of \$26,600.00. Nick Ciminello 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 High School project dated August 8, 2023, in the amount of \$2,071,181.00. Paul Bonillo 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 August 8, 2023, in the amount of \$5,565.86. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Closing Public Comment

None

Adjournment

Don Kellogg made a motion to adjourn at 8:15 pm. Nick Ciminello seconded the motion.

Vote: 4-0-0 (Motion approved)

Received by email on 09/12/2023 @ 4:36 p.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield