



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

MEETING MINUTES

**Tuesday, August 22, 2023, 7:30 p.m.
Virtual meeting via Zoom**

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

Members absent: Paul Boniello, Nick Ciminello

Others Present:

New Fairfield Video Production Coordinator: Quintin Flower

New Fairfield School Administrators: 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 7:33 p.m.

Pledge of Allegiance

Opening Public Comment

Approval of minutes

Don Kellogg made a motion to approve the minutes from 7/11/2023. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

OPM Update

Mark Schweitzer informed the group there are three PCOs up for approval. Two of the PCOs were reviewed at the working group meeting on Friday. The third PCO is for the temporary egress pass from the pool area. There is a proposal from RnB for added cable needed for the smartboards at the new High School. Three state change orders, one for each project, will be submitted to the state before the next meeting. There is a plan in place with Kompan to repair the play area at CELA. Site drawings for the CELA project have been submitted to the town engineer for review. HVAC and Mechanical as-builts have been updated and added to the PBC folder. Myers has been on site moving items into the new High School.

- Don Kellogg asked if the repairs proposed by Kompan would meet the durability standards expected from the equipment. Scott Pellman advised that the repairs are intended to meet standards and noted a 5-year warranty for the playground surface.
- Mike DelMonaco asked if there is a balance report for the high school. Joe Vetro confirmed the reports are expected next week.
- Mike DelMonaco asked about the commissioning deficiency list. Joe Vetro explained an issue with Mitsubishi and the way that the DDC system monitors the units. The engineers are working on the issue.
- Don Kellogg asked for an update on the back wall of the elevator. Mark and Bill confirmed there is a solution for most of the wall. Bill will forward the details to PBC members.

CM Update

CELA Construction update – Joe Vetro confirmed the door at the ramp area is finished. The water test had no issues.

High School Construction update – Joe Vetro stated there are three inspections left to obtain the temporary certificate of occupancy. The TCO is expected by the end of this week. Signage and line striping will be complete by this Thursday. The temporary walkway will be installed on Wednesday.

- Mike DelMonaco asked for an update on the roof. Joe Vetro stated they would be working on it starting tomorrow.

Architects Update

Bill Ayles stated most of the furniture is installed. The remaining smart boards will be installed this week. Bill confirmed all architectural punch list items are complete. He concluded by saying a substantial completion letter would be issued on August 24th.

- Maureen Clegg asked if the stand-alone HVAC system in the pool was switched to the correct panel for the BMS smoke detector. Joe Vetro stated this is being worked on and will be completed before school starts.
- Don Kellogg asked the team to confirm the project was all set for the first day of school. Joe Vetro confirmed the project is ready for opening day.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 151 for the High School Project dated August 21, 2023, for the installation of temporary middle and high school egress, in the amount of \$12,905.00. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Proposals

Don Kellogg made a motion to approve Comnet CO 001, rev 1 for the high school project dated August 17, 2023, for parts, materials, and labor for audio monitoring and video routing, in the amount of \$5,759.61. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion to approve RnB proposal 24804 for the high school project dated July 5, 2023, for the AV change order for longer cables, in the amount of \$6,936.67. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

PO Increase

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Testcon PO 2200 0542 for the high school project for materials testing services, in the amount of \$5,502.90. Maureen Clegg 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 August 22, 2023, in the amount of \$4,568.27. Mike DelMonaco 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 August 22, 2023, in the amount of \$979,145.54. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

Closing Public Comment

None

Adjournment

Don Kellogg made a motion to adjourn at 8:24 p.m. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Received by email on 9/26/2023 @ 2:37 p.m.
by Tricia Quinn, Asst. Town Clerk, New Fairfield