



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

**MEETING MINUTES**

**Tuesday, January 9, 2024, 7:30 p.m.  
Virtual meeting via Zoom**

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

**Members absent:** David Zeh

**Others Present:**

**New Fairfield Video Production Coordinator:** Rebecca Bittner

**Colliers Project Leaders:** Scott Pellman, Mark Schweitzer

**JCJ Architecture:** Bill Ayles, Christine O'Hare

**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 7:34 p.m.

**Pledge of Allegiance**

**Opening Public Comment**

**Approval of minutes**

Don Kellogg made a motion to approve the minutes from 12/12/2024 with the stipulated edits. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

**OPM Update**

Mark Schweitzer informed the group that there are four PCOs up for approval. They were reviewed at the working group meeting. State change orders 11 and 6 are under review with the State. There are PO increases for Eastern Water Solutions and Testcon. The district requests a hydraulic angling front blade instead of a snow pusher. This change will be a small savings to the project. The digital signage is up and running at the High School. Over the holiday break, Mitchell was on site to install temporary propane tanks. Work and testing continue with the propane system for the kitchen and the science labs.

- Don Kellogg asked if the snow removal equipment was eligible for reimbursement from the state. Mark Schweitzer confirmed it was. Don further requested that Colliers ensure the change from snow pusher to angled blade won't impact reimbursement.

## CM Update

High School Construction update – Joe Vetro stated the site contractor has completed stormwater and sanitary piping across the site. The north wall of the corridor has been framed and sheathed. Joe confirmed that all commissioning items were addressed. The boiler will be commissioned within the next week.

- Mike DelMonaco asked about the temporary VFD for the fume hood noise. Mark Schweitzer stated they are confirming this solution will work with the structural engineer and CES.
- Mike DelMonaco asked about pricing for the shop cooling. Joe Vetro confirmed he is working on the pricing.

## Architects Update

Christine O'Hare stated they are working through some AV issues that need to be closed out. The last of the AV equipment is due to be installed next week.

## Approvals

### Proposed Change Orders

Don Kellogg made a motion to approve PCO 182 for the High School Project dated November 27, 2023, for RFI 800 Middle School West Elevations Clarifications, in the amount of \$12,108.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 183 for the High School Project dated December 27, 2023, for RFI 749 Pumphouse wet well manway, in the amount of \$2,054.00. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 184 for the High School Project dated December 27, 2023, for RFI 489 Middle School Corridor structural issues, in the amount of \$7,393.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 185 for the High School Project dated December 28, 2023, for RFI 489 Middle School Corridor Masonry Issues, in the amount of \$6,051.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

## Proposal

Don Kellogg made a motion to close Kahn Tractor PO2300 0641 for a savings of \$3,381.09 and approve United Ag & Turf proposal 30100184 dated December 14, 2023, and requisition in the amount of \$2,103.64 for a hydraulic angling front blade. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

### **Purchase Order Increases**

Don Kellogg made a motion Permanent Building Committee approve an increase to Testcon PO 2200 0542 for the high school project for materials testing services, in the amount of \$1,773.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion Permanent Building Committee approve an increase to Eastern Water Solutions PO 2100 0598 for the high school project for an emergency service call, in the amount of \$1,165.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

### **Requisitions and Invoices**

Don Kellogg made a motion that the Permanent Building Committee approve the Permanent Building Committee approve the invoice packet for the High School project dated January 09, 2024, in the amount of \$17,302.20. Maureen Clegg seconded the motion.

**Vote: 4-0-0 (Motion approved)**

### **Bus Lot Appeal**

Don Kellogg made a motion to enter executive session pursuant to CGS §1-200(6)E and 1-210(b)4 for the Consolidated Early Learning Academy Project pending litigation. I would like to invite the following to the executive session: Scott Pellman, Mark Schweitzer, Nick Ciminello, Maureen Clegg, Mike DelMonaco, and Ed Sbordone. Nick Ciminello Seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to return to the regular meeting. Mike DelMonaco seconded the motions. **Vote: 4-0-0 (Motion approved)**

### **Closing Public Comment**

### **Adjournment**

Don Kellogg made a motion to adjourn at 9:18 p.m. Maureen Clegg seconded the motion.

**Vote: 4-0-0 (Motion approved)**

Received by email on 1/23/2023@ 1:15 p.m.  
by Tricia Quinn, Asst. Town Clerk, New Fairfield