



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

MEETING MINUTES

**Tuesday, February 13, 2024, 7:30 p.m.
Virtual meeting via Zoom**

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

Members absent: Rory Langguth (Alternate), Mark Havira (Alternate)

Others Present:

New Fairfield Video Production Coordinator: Quintin Flower

New Fairfield Fire Marshal: Derreck 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

Don Kellogg welcomed two new alternates to the PBC, Mark Havira and Rory Langguth.

Opening Public Comment

Approval of minutes

Don Kellogg made a motion to approve the minutes from 1/23/2024. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Consolidated Early Learning Academy Form SCG-042 Demolition & Abatement of existing school review and approval

Scott Pellman provided a summary of phase two of the project. He explained approval was needed so this portion of the project could be brought to the state. Upon the state's approval, the project can then go out to bid. Scott noted this is only for the demolition and abatement of the old building.

SCG-042 Approval

Don Kellogg made a motion that the Permanent Building Committee certify that the Consolidated Early Learning Academy Phase 2 Demolition and abatement of existing school final plans and project manual as prepared for bidding and dated December 13, 2022, and the professional cost estimate, dated December 15, 2023, have been reviewed and approved for this project on the dates shown above. Maureen Clegg seconded the motion.

Vote: 5-0-0 (Motion approved)

OPM Update

Mark Schweitzer informed the group that there are four PCOs up for approval. The town has received reimbursement payments from the state for the High School and Pool projects. Kompan has been scheduled for the CELA play surface installation during spring break. Mark noted funding for the play surface repair would be added to the contingency log until it is determined who will pay for it. The exhaust fan supplier and service technician were on site to evaluate the two exhaust fans with vibration noise at the high school. While the units were determined to be within manufacturer tolerance, the technicians were able to fine-tune the units to make significantly less noise. Mitchell was on-site to test the propane in the science labs and kitchen and all were within acceptable limits. O&G will be on site to finish the final punch list items during the long weekend.

- Nick Ciminello asked for more details about the CELA playground surface and what would be taking place during spring break. Mark stated they would be adding material around the fireman's pole and doing more investigation to determine the cause of the issues. Nick stated that it should be determined who will be paying for the repairs before any work is done. Mark agreed.
- Mike DelMonaco asked for an update on the commissioning. Joe Vetro stated the commissioning agent is scheduled to be on site this Friday and the following Tuesday to finish commissioning. The boilers have not been commissioned. Joe confirmed all deficiencies have been addressed.
- Nick Ciminello asked if a report was received from the acoustical engineer. Mark stated the report had not been received. Joe Vetro noted that rebalancing the units significantly dissipated the vibration and noise from the units.
- Don Kellogg asked if the acoustical engineer would come out to inspect the units one more time. Bill Ayles confirmed they would be out for another inspection.

CM Update

High School Construction update – Joe Vetro stated the framing on the middle school enclosure is complete and ready for the roofer. The structural steel is completed on the west side of the water room. Joe finished his update by saying on Friday and Tuesday of winter break several activities including HVAC training on the control system and commissioning of the boilers will be finalized.

Architects Update

Christine O'Hare stated that FF&E will be completed by early next week.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 196 for the High School Project dated January 30, 2024, for RFI 489 middle school corridor threaded rod at the elevator, in the amount of \$5,461.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve Comnet CO 04 for the High School Project dated December 22, 2023, for web-streaming functionality, in the amount of \$2,495.95. Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve Comnet CO 05 for the High School Project dated January 9, 2024, to bridge (2) Clearcom systems, in the amount of \$3,589.90. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve Comnet CO 06 for the High School Project dated January 26, 2024, for audio from the auditorium to broadcast system, in the amount of \$2,639.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Proposals

Don Kellogg made a motion to approve JCJ Architecture proposal dated January 23, 2024, and increase PO 2000 0034 in the amount of \$40,000.00 for additional AE design services for the New Fairfield CELA Project Consolidated Demolition Package. Nick Ciminello 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 February 13, 2024, in the amount of \$1,075.00. Maureen Clegg 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 February 13, 2024, in the amount of \$1,126,365.93. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Closing Public Comment

Adjournment

Don Kellogg made a motion to adjourn at 8:08 p.m. Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**