



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

MEETING MINUTES

**Tuesday, February 27, 2024, 7:30 p.m.
Virtual meeting via Zoom**

Members present: Don Kellogg (Chair), Mike DelMonaco (Vice-chair), Nick Ciminello, Maureen Clegg, David Zeh, Ed Sbordone (Alternate), Rory Langguth (Alternate), Mark Havira (Alternate)

Others Present:

NF First Selectman: Melissa Lindsey

NF Selectman: Tom Perkins

NF Fire Marshal: Derreck Guertin

NF BOE: Amy Johnson

NF BOF: Thora Perkins, Claudia Willard

NF Planning Commission: Cynthia Ross-Zweig

NF Video Production Coordinator: Quintin Flower

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 7:31 p.m.

Pledge of Allegiance

Opening Public Comment

Approval of minutes

Don Kellogg made a motion to approve the minutes from 2/13/2024. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

OPM Update

Mark Schweitzer informed the group that there are several PCOs up for approval. All PCOs were reviewed at the working group meeting. This batch of PCOs includes many credits. The town was notified last week that reimbursement for the CELA project would be forthcoming via EFT. Mark confirmed the next round of reimbursement requests for all three projects is being worked on. Mark and Joe will be meeting with the state to review the recent change orders. Mark noted he will be meeting with the town engineer to review plans for the East Lake crosswalk. Mark anticipates state approval of

the Consolidated demolition plans in the next few weeks. Upon state approval the project will go out to bid. Mitchell Oil provided a report that indicates the mercaptan levels are within the acceptable range. The committee has two PO increases for Testcon and Stanely.

- Nick Ciminello asked if the acoustical engineer's report on the exhaust hoods had been received. Bill Ayles said the acoustical engineer would inspect the hoods one more time before issuing the report.
- Nick asked if the teachers had reported any difference in the noise from the hoods since they were rebalanced. Mark stated they are soliciting feedback from the teachers.

CM Update

High School Construction update: Joe Vetro stated that the roof installation and tie-in at the middle school have started, as has the Air Vapor Barrier installation. The mason will begin mid-March. Joe noted that the commissioning was done over February break, and the report will be done soon.

- Mike DelMonaco asked for the report when it is received.
- Don Kellogg asked about the timing for the playground repairs. Mark stated the work is on the radar for April recess, pending favorable weather.

Architects Update

Christine O'Hare stated that they continue to review close-out documents for the High School and are also working on the final FF&E items, including conference table repairs, AV equipment, and training.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 189 for the High School Project dated January 17, 2024, for PR 026 retaining wall and foundation reduction, in the amount of a credit of \$(101,233.00). Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 199 for the High School Project dated February 22, 2024, for the general trades allowance pool, in the amount of a credit of \$(2,533.00). Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 200 for the High School Project dated February 22, 2024, for the general trades allowance high school, in the amount of a credit of \$(22,827.00). Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 201 for the High School Project dated February 22, 2024, for roofing allowances in the amount of a credit of \$(15,219.00). Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 202 for the High School Project dated February 22, 2024, for concrete allowance in the amount of a credit of \$(4,058.00). Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 203 for the High School Project dated February 22, 2024, for trenching for electrical fee to softball field, in the amount of \$2,379.00. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 204 for the High School Project dated February 22, 2024, for the removal & disposal of the propane tank on -the south side, in the amount of \$510.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 205 for the High School Project dated February 22, 2024, for unsuitable soil at the west side of the north parking area, in the amount of \$8,994.00. Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 206 for the High School Project dated February 22, 2024, for PR 026 retaining wall reduction - sitework, in the amount of a credit of \$(12,682.00). Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve AAIS change order five, dated 11/27/23 and revised 2/14/24, for additional scope and credits in the amount of \$12,206.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg informed the group that he approved a \$5,000.00 add service for JCJ to perform a feasibility study for a bus lot at the middle school teacher's parking lot.

Purchase Order Increases

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 \$590.00. Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Securitas PO 2400 0622 for the high school project for security technology services in the amount of \$643.75. Maureen Clegg 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 27, 2024, in the amount of \$3,868.43. Mike DelMonaco 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 27, 2024, in the amount of \$32,264.45. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Members entered executive session at 8:13 pm.

Don Kellogg made a motion to enter into 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 PBC Mark Schweitzer and Scott Pellman. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to resume the regular meeting at 9:16 pm. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg explained that he requested the town attorney send a letter to the judge assigned to the Bus Lot appeal. The town attorney advised the letter should be voted on in a public PBC meeting. Don read the letter to Judge O'Hanlan for the record.

Maureen Clegg motioned to approve the letter read into the record by Don Kellogg addressed to Judge O'Hanlan regarding the bus lot appeal and authorize the Chairman to take all necessary actions to get the letter read into the court record or otherwise delivered to the Judge. No additional monetary expenditures for legal fees should be done without the approval of the PBC. Mike DelMonaoco seconded the motion. **Vote: 5-0-0 (Motion approved)**

Closing Public Comment

Tom Perkins stated that the PBC, which works under the direction of the Board of Selectman, is not an independent agency and should not act as one. He also stated that there were no grounds for an executive session since the action was closed.

Don stated an action by the BOS is not a legal action in the court of CT. The appeal is not closed until specific legal procedures are completed.

Adjournment

Don Kellogg motioned to adjourn at 9:24 p.m. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**