



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

**MEETING MINUTES
Tuesday, April 9, 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)

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

Others Present:

NF Selectman: Thomas Perkins

NF Administrator: James D'Amica

New Fairfield Assistant Broadcast 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 7:31 p.m.

Pledge of Allegiance

Opening Public Comment

Approval of minutes

Don Kellogg noted changes to the 3/26/2024 minutes and postponed this to the next regular meeting.

OPM Update

Mark Schweitzer briefly reviewed the executive summary. He advised that there are two PCOs up for approval tonight. Two transfers from the owner's project contingency will be made to construction utilities and miscellaneous expenses. The subsequent reimbursement will be prepared and sent to the state for all three projects. Mark noted that he's unsure if the CELA playground work will be done over the April break due to the rain in the forecast. A letter was received from the acoustic engineer stating that the Science room fume hoods are exempt from the acoustical threshold reading since they are considered school equipment. They continue working on solutions to resolve the fume hood noise issue. Propane sampling is scheduled for next Wednesday.

- Mike DelMonaco asked when the PBC would receive sketches for the fume hood ductwork modifications, noting it had been two weeks. Mark stated he would put them in the PBC folder right away.
- Nick Ciminello asked, assuming a positive result at next week's propane test, if that would be a closed issue. Mark stated that the issue would be closed after a third-party inspection with acceptable mercaptan levels. Scott Pellman added that it would be up to the fire marshal to determine whether the problem can be resolved and still temporary tanks need to be managed. Additionally, the underground must be vetted after the building is up and running.

CM Update

Joe Vetro shared a few pictures of the progress made at the middle school. They are getting ready to install sidewalks. They have been working to dry out the material at the parking lot site, hoping the final proof roll will be stable. Testconn will be on site for the inspection while they proof roll starting Monday. The mason has begun on the veneer, and the HVAC has installed the split systems in the data and electrical rooms. The electrician will be running power to those units soon. Most of the above ceiling rough-in will be in place by the end of next week.

- Mike DelMonaco asked for the final commissioning report. Joe stated he does not have it yet. Joe stated he would ask for the final report.

Architects Update

Christine O'Hare stated that ComNet will be on site to complete the installation of the broadcast equipment. Once ComNet is done with their work, they will continue staff training. They issued a bulletin regarding the exhaust issue in the science room and stated they are still working on a solution. Another bulletin requested more heat in the girl's pool locker room. They will work on pricing and present it when it's ready.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 214 for the High School Project dated April 2, 2024, for Middle School EPDM roof changes, in the amount of \$2,566.00. Maureen Clegg seconded the motion. **Vote: 5-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 215 for the High School Project dated April 3, 2024, for PR 033 wood cap at the top of spiral stairs, in the amount of \$6,449.00. Mike DelMonaco 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 High School project dated April 09, 2024, in the amount of \$39,043.06. Nick Ciminello seconded the motion. **Vote: 5-0-0 (Motion approved)**

Closing Public Comment

Tom Perkins, BOS, stated he was surprised at the price of the cap for the spiral stairs and objects to the PBC's approval of it.

Adjournment

Don Kellogg motioned to adjourn at 8:00 p.m. David Zeh seconded the motion.

Vote: 5-0-0 (Motion approved)

Received by email on 04/23/2024 @ 8:30 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield