



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

**MEETING MINUTES
Tuesday, April 23, 2024, 7:30 p.m.
Virtual meeting via Zoom**

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

Members absent: Nick Ciminello, David Zeh, Rory Langguth (Alternate), Mark Havira (Alternate)

Others Present:

NF Selectman: Thomas Perkins

NF Administrator: Dr. Kenneth Craw, Carrie DePuy, James D'Amico

NF BOE: Dominic Cipollone

NF Video Production Coordinator: Quintin Flower

NF Planning Commission: Cynthia Ross-Zweig

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: 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 meeting minutes from 3/26/24 and 4/9/24. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

OPM Update

Mark Schweitzer advised that PCO 216 for Pool Lobby Doors is up for approval tonight. He informed the group that the existing doors are original to the building and do not meet code requirements. Mark continued that Kompan was on site over the April vacation to repair CELA playground items. He said the fireman's pole would be replaced in two weeks. Mark said they would review the proposal to provide disconnects to the exhaust hoods with the Fire Marshal.

Don Kellogg summarized the propane issues at the High School and explained that temporary tanks were installed in January. The Fire Marshal requested a third-party testing company to verify mercaptan levels. The third-party test result showed an absence of mercaptan at all locations except one. A northeast propane distribution and systems expert was on site yesterday and advised there is no issue with mercaptan levels at the tanks. This conflicts with the results from the third-party tester. Don stated they have been advised to sample all the tanks and various ports throughout the system and submit them for chemical analysis.

- Mike DelMonaco stated that the industry did not use propane and questioned whether it was worth further pursuing the issue. Don noted that propane is needed for culinary purposes.
- Mik DelMonaco asked if there was pricing for the fume hoods. Christine explained they are proposing a toggle switch to enable a high ventilation mode when chemicals are present. This provides exhaust flow rates needed for a science laboratory. When it's turned off, the exhaust flow rates meet the requirements for a typical classroom.
- Maureen Clegg asked if there were any open items for the CELA playground once the fireman pole was replaced. Mark advised the issue with “hollows” or “dips” is still open.

Architects Update

Christine O'Hare noted she didn't have anything more to add.

CM Update

Joe Vetro shared that the sidewalk and topsoil installation is ongoing at the middle school. They hope to seed the areas this spring. The parking lot installation is also ongoing. Site lighting is also ongoing. Masonry work will continue for at least the next four weeks.

- Mike DelMonaco asked for the commissioning report. Joe stated the commissioner is finishing the paperwork and will issue the report. Don Kellogg asked Joe to prioritize this request.

Approvals

Proposed Change Orders

Don Kellogg made a motion to approve PCO 216 for the High School Project, dated April 18, 2024, for pool lobby doors, in the amount of \$20,606.00. Mike DelMonaco 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 April 23, 2024, in the amount of \$7,532.40. Maureen Clegg 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 April 23, 2024, in the amount of \$16,309.87. Mike DelMonaco seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg announced that the town building inspections are scheduled for Tuesday, Wednesday, and Friday next week. Upon completion, the inspection forms will be circulated and reviewed at the next regular meeting.

Closing Public Comment

Tom Perkins, BOS, stated he didn't know why brand-new doors were installed in a building that didn't meet the code.

Dominic Cipollone, BOE Chairman, stated that the propane issues perplex him. He believes that whoever installed the risers should be included in the discussions and held accountable. He will also request that Colliers provide a complete report to the BOE at their next meeting on May 2nd.

Cynthia Ross-Zweig, Planning Commission Chairman, expressed disappointment with the issues she heard tonight. She stated that gas issues and code issues raised concerns about the project. She requested the town buildings be inspected.

Adjournment

Don Kellogg motioned to adjourn at 8:01 p.m. Mike DelMonaco seconded the motion.

Vote: 3-0-0 (Motion approved)

Submitted by: Naomi Magoon

Received by email on 05/13/2024 @ 10:10 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield