



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

**MEETING MINUTES
Tuesday, May 28, 2024, 7:30 p.m.
Virtual meeting via Zoom**

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

Members absent: Don Kellogg (Chair), David Zeh, Rory Langguth (Alternate), Mark Havira (Alternate)

Others Present:

NF Video Production Coordinator: Quintin Flower

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: Christine O'Hare, Bill Ayles

O&G Industries: Joe Vetro

Call to order:

Quintin Flower explained the rules and procedures for virtual meetings. Vice Chairman Mike DelMonaco called the meeting to order at 7:30 p.m.

Pledge of Allegiance

Opening Public Comment

Approval of minutes

This item was pended to the next meeting.

Town Facilities Inspection Update

Maureen Clegg stated that the town facilities inspections are complete. She noted that Don compiled the reports and sent them to the PBC for a final review. Once the final review is complete, the report will be sent to the First Selectman.

OPM Update

Mark Schweitzer informed the group that three PCOs are ready for approval. Colliers will meet with the new Fire Marshal on June 3rd to discuss the exhaust hoods, bleachers, corridor, and propane at the High

School. There is one PO increase for TestConn. The Consolidated demolition project will be put out to bid this week. The propane tank testing at the high school showed no defects or anything specific about the tanks themselves. The propane specialist will submit their final report and recommendation.

- Mike asked if the propane testing at the tanks showed the proper mercaptan levels. Mark Schweitzer confirmed that it did.
- Maureen Clegg asked if the underground tanks would be used for the summer. Mark confirmed that was correct.
- Mike DelMonaco asked if the supplier would buy back the propane in the tanks. Mark confirmed Mitchell Oil has agreed to evacuate the tanks and either provide a credit to the town or use it in the other schools or sites around town.
- Maureen Clegg asked about the due date for the Cons Demo bids. Joe Vetro stated it will be a three-week bid period, potentially adding a fourth week.

CM Update

Joe Vetro stated he met with CES to inspect the piping at the High School. He noted that they opened the pipe in several locations and found nothing. CES will issue a report. Joe continued sharing pictures of the work at the Middle School.

- Mike DelMonaco asked if Phil Ross agreed to a chain to block access to the back of the school vs. a gate. Joe stated they do not have an answer on that yet.
- Nick Ciminello asked what the plan is to close out the storage space. Joe stated Phil Ross would be installing a coiling door.
- Mike DelMonaco asked for the commissioning report. Joe confirmed he had not received it.

Architects Update

Christine O'Hare shared that they are working through four FF&E punch list items, including missing glides, damaged furniture, and wire management issues. They are prioritizing AV training that may be needed for possible indoor graduation ceremonies.

Approvals

Proposed Change Orders

Mike DelMonaco made a motion to approve PCO 219 for the High School Project dated May 8, 2024, for PR 047 locker room heat in the amount of \$5,750.00. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

Mike DelMonaco made a motion to approve PCO 220 for the High School Project dated May 8, 2024, for wall panels at the Middle School, in the amount of \$10,268.00. Nick Ciminello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Mike DelMonaco made a motion to approve PCO 222 for the High School Project dated May 24, 2024, for the South corridor ceiling, in the amount of \$2,162.00. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

Purchase Order Increases

Mike DelMonaco 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 \$5,780.00. Nick Ciminello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Requisitions and Invoices

Mike DelMonaco made a motion that the Permanent Building Committee approve the invoice packet for the High School project dated May 28, 2024, in the amount of \$725,705.11. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

Closing Public Comment

Adjournment

Mike DelMonaco motioned to adjourn at 8:04 p.m. Nick Ciminello seconded the motion. **Vote: 3-0-0 (Motion approved)**

Submitted by: Naomi Magoon