



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

**MEETING MINUTES**

**Tuesday, October 24, 2023, 7:30 p.m.  
Virtual meeting via Zoom**

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

**Members absent:** Paul Boniello

**Others Present:**

**New Fairfield Administrator:** James D'Amico

**New Fairfield Video Production Coordinator:** Quintin Flower

**New Fairfield Fire Marshal:** Derrek 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**

**Opening Public Comment**

**Approval of minutes**

Approval of minutes was postponed to the next regular meeting.

**OPM Update**

Mark Schweitzer informed the group there are eight PCOs for the High School up for approval tonight. The CELA playground repair was delayed due to the weather. Repairs have been rescheduled for this weekend. They are in the process of vetting a proposal received for the pool RTU. They are working with the fire marshal to investigate the propane smell from the science lab's bunsen burners. Propane use in the science lab will stop until the cause of the smell has been determined.

- Members discussed the details of propane use in the science lab at the high school. The bunsen burners were run two weeks ago. There was a smell detected on the 2<sup>nd</sup> and 3<sup>rd</sup> floors. The issue now is that there is no smell detected. Colliers, the Propane supplier, and the fire marshal are all working on the issue.

- Mike DelMonaco asked for an update on the fume hood noise issue. Joe Vetro informed the group that the engineer is still looking for a solution to the noise made by the hoods. CES may bring an acoustical engineer to review the issue. Don Kellogg offered to help with the issue. They are working with the manufacturer and looking into reducing some of the louvers to help with the air velocity issue.
- Mike DelMonaco asked if the engineers were done reviewing the as-builts. Joe Vetro confirmed they are not done yet. They discussed how the submittals would be transferred to Phil Ross.
- Nick Ciminello asked if the PBC gets a copy of the BIM model. Christine O'Hare stated she would look at the contract to confirm.

### **CM Update**

High School Construction update – Joe Vetro stated his team continues to work through the punch list items. They will begin testing the sound system in the auditorium next week. The demolition of the existing high school is about 90% complete.

- Maureen Clegg asked about the steel behind the existing elevator. Joe Vetro confirmed they found an existing foundation wall that the masonry will be tied to.

### **Architects Update**

Christine O'Hare provided a brief update on the JCJ work. They are also working on some minimal punch list items as they arise.

### **Approvals**

#### **Proposed Change Orders**

Don Kellogg made a motion to approve PCO 133 for the High School Project dated June 27, 2023, for revisions to drop-off area per owner's request, in the amount of \$20,952.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 147 for the High School Project dated July 25, 2023, for temporary high school parking, in the amount of \$63,714.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 149 for the High School Project dated July 31, 2023, a credit for unused structural steel allowance, in the amount a credit of \$(24,349.00). Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 162 for the High School Project dated October 19, 2023, for feeds to emergency lights, clocks, and exit lights, in the amount of \$4,064.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 163 for the High School Project dated October 19, 2023, for RFI 773 conflict with copiers and plugs, in the amount of \$2,298.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 164 for the High School Project dated October 19, 2023, for PR 028 conduit revisions required for AV Broadcasting, in the amount of \$8,029.00. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 165 for the High School Project dated October 19, 2023, for RFI 690 elevator lobby and pit lighting, in the amount of \$4,815.00. This approval will void PCO 135 approved at the June 27, 2023, PBC meeting. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion to approve PCO 167 for the High School Project dated October 23, 2023, for the Middle School Fire alarm extension, the amount of \$108,184.00. Mike DelMonaco seconded the motion. **Vote: 4-0-0 (Motion approved)**

### **Proposals**

Don Kellogg made a motion to approve Whalley proposal 392711 rev1 and increase PO 2300 0769 for the high school project dated October 4, 2023, for exterior access point mounting brackets, in the amount of \$234.00. Nick Ciminello seconded the motion.

**Vote: 4-0-0 (Motion approved)**

### **PO Increase**

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 \$2,717.00. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Meyer PO 2200 0541 for the high school project for moving services, for the high school project for moving services, in the amount of \$866.00. Mike DelMonaco seconded the motion.

**Vote: 4-0-0 (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 October 24, 2023, in the amount of \$769,834.67. Nick Ciminello seconded the motion. **Vote: 4-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve the invoice packet for the Consolidated Early Learning Academy project dated October 24, 2023, in the amount of \$6,209.80. Maureen Clegg seconded the motion. **Vote: 4-0-0 (Motion approved)**

**Closing Public Comment**

None

**Adjournment**

Don Kellogg made a motion to adjourn at 8:35 p.m. Maureen Clegg seconded the motion.

**Vote: 4-0-0 (Motion approved)**

Received by email on 11/14/2023 @ 4:26 p.m.  
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield