



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

**MEETING MINUTES
Tuesday, August 13, 2024, 7:30 p.m.
Virtual meeting via Zoom**

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

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

Others Present:

NF Video Production Coordinator: Quintin Flowers

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: Christine O'Hare, Bill Ayles

O&G Industries: Joe Vetro

Call to order:

The video production coordinator explained the rules and procedures for virtual meetings. Chair Don Kellogg called the meeting to order at 7:33 p.m.

Don noted that the secretary was having technical difficulties and would be on shortly.

Pledge of Allegiance

Opening Public Comment

Approval of minutes

Approval of minutes was pended to the next regular meeting.

OPM Update

Scott Pellman provided these updates for the group:

- Joint meeting with BOS, BOF, and PBC 8/12: Scott stated the joint meeting was called to move \$600,000.00 from the High School contingency to the CELA project contingency. The transfer was to fund the phase two demolition of the existing Consolidated school. The project bids for demolition, abatement, and site restoration came in above the remaining funds for the CELA project. Scott pointed out that this is only for the demolition and reconstruction of the site for Consolidated school. This work does not include a bus lot.

- High School update:
 - o The rear parking lot behind the middle school is completed and lined.
 - o The work on the science room exhaust hoods is scheduled to take place next week. Once the work is completed, temporary signage will be installed.
 - o The propane was tested last week on 8/8/24 and showed odor to be within normal parameters in all locations except one science room. They will burn additional propane and retest that science room. PERC, Propane Education and Research Council, is interested in the propane issues facility and offered additional testing at no cost to the project.
 - o AV Broadcast Equipment – CommNet has been on site to finalize testing on the systems. They have scheduled training with district staff starting next week.
 - o They are coordinating a walk through with staff and Joe Vetro from O&G on the few remaining items across the middle school and high school.
- CELA update:
 - o Colliers and JCJ have issued a letter of non-conformance to Kompan, the company hired to install the CELA playground and playground surfacing. The playground surface does not meet what was expected. Kompan has acknowledged receipt of the letter and stated they will reply by Monday.
 - Maureen Clegg asked if the letter was sent to the New Fairfield contact. Scott stated the letter was sent to a contact higher up than that.
- PO Increases: There will be two PO increases requested at tonight’s meeting. One for Testcon for materials testing services, and one for Amptech for propane issues.

CM Update

Joe Vetro stated the wood cap that was added for the auditorium was installed last week. The wood floor repair was completed last week. The bleacher control work is being done this week. The double door for the pool locker room is scheduled for next week.

- Don Kellogg asked about the corridor floor. Joe stated Mark released that to Phil to begin that process. Joe added that he does not believe the materials will be on site in time for the start of school.

Architects Update

Christin O’Hare stated all FF&E issues are completed. Langan submitted drawings for the crosswalk to JCJ today and they are reviewing them internally to ensure they meet all safety standards. She noted they are communicating with town officials about speed reducing measures to make sure the crosswalk is safe.

Approvals

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 \$1,447.00. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

Don Kellogg made a motion that the Permanent Building Committee approve an increase to Amptech PO 2400 0734 for the high school project for materials testing services, in the amount of \$6,719.84. Maureen Clegg 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 High School project dated August 13, 2024, in the amount of \$55,653.59. Maureen Clegg seconded the motion. **Vote: 3-0-0 (Motion approved)**

Closing Public Comment

Adjournment

Don Kellogg motioned to adjourn at 7:55 p.m. Maureen Clegg seconded the motion.

Vote: 3-0-0 (Motion approved)

Submitted by: Naomi Magoon

Received by email on 08/26/2024 @ 3:35 p.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield