

Permanent Building Committee

Tuesday, October 8, 2019

7:00 pm

Community Room at 33 Route 37

MINUTES

Call to Order

A regular meeting of the Permanent Building Committee was held on Tuesday, October 8, 2019 at 7:00 p.m. at the Community Room at 33 Route 37. The meeting was called to order at 7:01pm by Chairman Pete Viola. Members in attendance: Pete Viola, Michael Del Monaco, Don Kellogg, Andre Lisee (Alternate), George Martignetti (arrived 7:16 pm), Olga Nanocchio, and Dominic Ricci (Alternate) and Ed Sbordone (Alternate).

Guests- BOE Director of Business and Operations Dr. Rich Sanzo, First Selectman Pat Del Monaco, Superintendent of Schools Dr. Pat Cosentino, Department of Public Works Building Manager Lloyd Decker, Town Engineer Tony Iadarola, Chuck Warrington (Colliers) and Scott Pellman (Colliers)

Appointments-None

New Business- None

Public Comment-None

Approval of Minutes- September 24, 2019

MOTION: Pete Viola made a motion to approve the minutes of the September 24, 2019 regular meeting as presented. Michael Del Monaco seconded the motion.

Vote: 3-0-1 (Don Kellogg abstained)

School Projects/review and finalize RFP and contracts/draft RFP review

Director of Business and Operations Dr. Rich Sanzo spoke of the process and time frame for the building projects for New Fairfield High School and Consolidated Early Learning Center. He noted that the referendum passed on October 5th and the RFQ (Request for Qualifications) was issued on October 7th. A notice was published in the *News Times*. The RFQ is due back on October 21st and will be reviewed at the next PBC meeting of October 22nd. There will be a special PBC meeting on Tuesday, October 29th to go over the short list which will be narrowed down to no more than four candidates.

Chuck Warrington and Scott Pellman from Colliers spoke of the architect selection process, the project schedule and discussed the process. The Owner's Project Manager will be selected after the architect is selected. It was noted that both projects are expected to be completed by the summer of 2023. There was a discussion of design services, construction and the signing of contracts.

Town Engineer Tony Iadarola spoke of his experience with school construction and offered to help with the process.

Scott Pellman presented the commission with a draft RFP (Request for Proposal) and asked the members to review and bring questions to the next PBC meeting on Oct. 22nd.

Town Buildings Inspections and discussion

Lloyd Decker noted that it is the purview of the PBC to inspect all town buildings and the three cell tower locations as least once a year. The results of these inspections should be reported to the Selectmen in January to get an idea of how much to budget for maintenance for the next budget year and to gauge what capital projects need to be done in the near future. First Selectman Del Monaco suggested that members of the PBC get together to do the inspections but noted that it must be groups of no more than two members at a time so that there is no quorum. In the event that there is a quorum present, an agenda and minutes must be filed in order to comply with FOI rules. Michael Del Monaco, Don Kellogg, George Martignetti and Olga Nanocchio volunteered to do the inspections.

Adjournment:

MOTION: Pete Viola made a motion to adjourn at 8:45p.m. Seconded by Michael Del Monaco- **All in favor**

