

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

**MINUTES
Special Meeting
Monday, December 23, 2019
New Fairfield High School Training Room
54 Gillotti Road
New Fairfield, CT**

Members Present: Mike Del Monaco (Vice Chair), Ann Brown, Don Kellogg, Ed Sbordone (Alternate)

Members Absent: George Martignetti (Chair), Dominic Ricci (Alternate)

Guests Present: Rich Sanzo (BOE Director of Business and Operations), Pat Cosentino (Superintendent of Schools), Rick Regan (Member, Board of Education)

Call to order

A quorum being present, and in the absence of Chairperson Martignetti, Vice Chairperson Del Monaco called the meeting to order at 6:04 p.m. Mr. Del Monaco moved that Mr. Sbordone be elevated to the status of regular member for the duration of the meeting; Mr. Kellogg seconded. The motion was carried unanimously (3-0-0).

Opening Public Comment and Participation

None.

Correspondence and Announcements

None.

Approval of Minutes

Mr. Del Monaco moved that the minutes of the Committee's special meeting of December 18, 2019 be approved as circulated; Ms. Brown seconded. The motion was carried unanimously (4-0-0).

Old Business

Dr. Sanzo reported that, pursuant to a scope of work review of the CELA project with JCJ Architecture, the firm agreed to a reduction of \$75,000 to their overall fee for the project, with no change in services. The specific line item(s) in the fee proposal to which adjustment will be made will be determined at a future date.

New Business

School Projects OPM Interviews

Mr. Del Monaco moved that the Committee enter executive session in order to conduct interviews with the shortlisted Owner's Project Manager firms (Colliers Project Leaders and the Morganti Group), and that Mr. Regan, Dr. Cosentino, Ms. Shaw and Dr. Sanzo be invited into the executive session. Mr. Kellogg seconded the motion. The motion was carried unanimously (4-0-0). The Committee entered executive session at 6:10 p.m.

Mr. Del Monaco moved that the Committee exit executive session at 8:10 p.m. Mr. Kellogg seconded the motion. The motion was carried unanimously (4-0-0).

After discussion of the relative merits of the short-listed firms, the Committee opened the sealed fee proposals. Mr. Kellogg moved that the Committee enter a recess for photocopying the fee proposals at 8:18 p.m. Mr. Del Monaco seconded the motion. The motion was carried unanimously (4-0-0). Mr. Del Monaco moved that the Committee exit recess at 8:34 p.m. Mr. Kellogg seconded. The motion was carried unanimously (4-0-0).

Mr. Kellogg moved that the Committee accept Colliers Project Leaders as OPM for both the High School and the CELA projects, subject to scope of work review, contract negotiation, and the provision of a construction representative on site 1.5 days per week for the High School and 1.0 day per week for the CELA, on a time and material basis not to exceed the proposal. Ms. Brown seconded the motion. The motion was carried unanimously (4-0-0).

Other New Business

Dr. Sanzo reported that the architect contract with JCJ had been reviewed by the town's attorney and insurance carrier; JCJ had one exception to the contract concerning errors and omissions. The exception will be reviewed by the town's attorney and reported on at the January 14th PBC meeting. Dr. Sanzo will facilitate a review of the OPM contract for Colliers Project Leaders by both the town's attorney and insurance carrier prior to the January 14th PBC meeting, and report on same at that meeting.

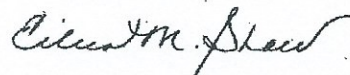
Closing Public Comment

None.

Adjournment

Mr. Del Monaco moved to adjourn the meeting at 8:51 p.m.; Mr. Kellogg seconded. The motion was carried unanimously (4-0-0).

Respectfully submitted,



Eileen M. Shaw
Recording Secretary