

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

**MINUTES
Special Meeting
Tuesday, April 7, 2020, 2020 at 7:30 p.m.**

Virtual Venue/Meeting Access:

Web: <https://zoom.us/j/773333108>

Dial-In: 929 205 6099 Meeting ID: 773333108#

Members Present: George Martignetti (Chair), Ann Brown, Mike Del Monaco, Donald Kellogg, Ed Sbordone (Alternate), Anthony Yorio (Alternate)

Members Absent: Paul Boniello

Others Present:

Selectmen: Pat Del Monaco (First Selectman/ex-officio), Kris Hall, Kim Hanson

BOE Members: Kathy Baker, Greg Flanagan, Peggy Katkocin, Kimberly LaTourette, Rick Regan, Stephanie Strazza

BOF Members: Wes Marsh, Cheryl Reedy

New Fairfield Public Schools Administrators: Dr. Patricia Cosentino, James D'Amico, Phil Ross, Dr. Richard Sanzo

Town of New Fairfield Staff: Antonio Iadarola

Colliers Project Leaders: Chuck Warrington, Scott Pellman

JCJ Architecture: Peter Bachmann, Jeff Elliott, Jim Hoagland, Jim LaPosta, Christine O'Hare

Langan: Katy Gagnon, Michael Hunton

Call to order

A quorum being present, Chairperson Martignetti called the meeting to order at 7:33 p.m.

Pledge of Allegiance

Opening Public Comment

- Peggy Katkocin (BOE Chair/Water Pollution Control Authority) – Ms. Katkocin endorsed Town approval of the purchase of 78 Gillotti Road. In her view, it would provide the school campus with an additional functioning water well, and would obviate more expensive alternative site work that would compromise the construction of a school that is safe, secure, energy-efficient, and flexible enough to meet long-term student needs. Furthermore, she stated that she would encourage the BOE to recommend approval of the purchase to the BOF.
- Cheryl Reedy (BOF) – Ms. Reedy urged the PBC to find off-sets in the approved project budget, should they decide upon a high school design predicated upon the acquisition of 78 Gillotti Road. In her view, it is important not to ask Town taxpayers to bear any

additional project tax burden. She will not support the purchase of the parcel if it incurs an additional cost to the already approved project budget.

- Wes Marsh (BOF Chair) – Mr. Marsh stated that he would like to relay the PBC’s position regarding 78 Gillotti Road at the BOF meeting on April 8, 2020.
- Kim Hanson (Selectman) – Mr. Hanson reminded those present that the purchase of 78 Gillotti Road requires a referral from the Town’s Planning Committee. He stated that neither the PBC nor the BOF is the ultimate referring authority.
- Rick Regan (BOE) – Mr. Regan commented on traffic flow/congestion at arrival, should High School and Middle School be on the same schedule. He requested detail regarding same, for all potential site options.

Approval of Minutes:

- **Revised Minutes Regular Meeting March 10 2020**

Mr. Martignetti moved that the revised minutes of the regular meeting of March 10 be approved as circulated; Mr. Kellogg seconded the motion. The motion was approved unanimously (4-0-0).

- **Regular Meeting March 24 2020**

Mr. Martignetti moved that the minutes of the special meeting of March 24 be approved as circulated; Mr. Del Monaco seconded. The motion was approved unanimously (4-0-0).

High School and CELA/MHHS Building Projects

- **Architect Update**

– **CELA** – Mr. Hoagland presented a project update. JCJ has conducted meetings with education administration for both schools, as well as the District safety/security committee. The focus has been how to blend school cultures to create one united building, while providing optimal play/outdoor spaces and breakout opportunities. Site engineering firm Langan has considered vehicular circulation, parking, size and location of play areas, safe/direct access to outdoor play areas, and utilities/leaching bed locations. School administration has encouraged a design that maintains as much contiguous outdoor play space as possible. JCJ’s new configuration positions the gross motor skills area (essentially an indoor play area) in the center of the outdoor play area. Mr. Hoagland stated that the configuration enhances continuity of play space, tightens student circulation, improves supervision of the student body, and shields the entirety of the play area from Gillotti Road traffic, without sacrificing vehicular circulation or parking space.

Mr. Hoagland presented a sample data sheet that delineates all characteristics of a given room, preparatory to submitting schematic design. JCJ’s goal is to prepare data sheets for all project rooms as part of schematic design.

Mr. Del Monaco asked if mechanicals, including riser diagrams, would be part of schematic design. Mr. Hoagland responded that mechanicals would be included in narrative form, and that MEP’s were not typically provided as drawings in SD, unless PBC deemed otherwise; drawings would be provided in design development. Ms. O’Hare clarified that multiple MEP options for CELA would be submitted by CES as part of schematic design, for estimation. Responding to a question from Mr. Kellogg,

Ms. O'Hare responded that CES's analysis will include a life-cycle analysis for MEP systems. She said that CES representatives would be present at the next regularly scheduled meeting of the committee.

High School – Mr. Martignetti asked that JCJ site presentations be predicated upon the positive assumption of Town acquisition of 78 Gillotti Road.

Mr. Elliott (JCJ), Ms. Gagnon (Langan) and Mr. Hunton (Langan) presented site reviews for:

- Site A – essentially building on existing practice fields (pre-referendum scheme)
- Site C – essentially building on existing parking lot and a portion of #78, with an alternative:
- Site E – phased construction building on a portion of the existing building footprint (for the new gymnasium), i.e. construction of the new gymnasium would not occur until the old high school is demolished

Ms. Gagnon stated that all three options would have a degree of impact in the upland review area that would trigger a local wetlands process. Only option A would have a direct wetlands impact, that would additionally involve a DEEP and Army Corps of Engineers review process.

Mr. Elliot presented a comparative analysis of the additional costs associated with the three sites. Site A would incur \$2.2 million in addition costs, in order to 1) build a foundation system across a 20' grade elevation change, 2) relocate practice fields to #74 Gillotti Road across a 15' grade elevation change, 3) drill three new wells, and 4) build a new access road. Building on site A would also necessitate reestablishing wetlands on the campus commensurate with the area of existing wetlands filled in for the new construction. Wetland reestablishment cost has not yet been determined, but would be in addition to the \$2.2 million in other costs for the site.

Neither site C nor site E would necessitate the additional costs associated with site A. Site C requires the acquisition of #78 Gillotti, estimated at a cost of \$325,000 by JCJ. Site E would necessitate an as yet undetermined cost for the phased construction of the new high school gymnasium.

The budget for the new building construction would be reduced by the site preparation costs associated with each option.

Extensive committee discussion converged on the conclusion that site C is the optimal site option, provides for a more secure building footprint, and offers the benefit of single-phase construction. While recognizing the desirability of including the recently available parcel at 78 Gillotti Road in the design program, the Committee further concluded that the cost associated with said purchase should not be visited upon Town taxpayers.

Mr. Yorio observed that the inherent savings in site preparation costs for site C relative to site A, and the design optimization offered by site C relative to site E, render the acquisition of 78 Gillotti Road and the selection of site C the most fiscally responsible choice. He recommended that the project budget should be reduced by \$452,772 (amount equal to the purchase price of 78 Gillotti Road plus the associated

State contribution) for the Town's budget to realize a savings of \$325,000 in debt service at back end of the project. Furthermore, he suggested that the relative savings in site prep costs should allow for the transfer of \$547,228 from the project budget into contingency, providing for the distinct possibility of bringing the entire project in under budget, while still offering the best site and design.

Mr. Warrington stated that, should the PBC approve option C, project design could be paused until April 21 for the approval of the purchase of 78 Gillotti Road. If the purchase approval is rejected by the Town, or extends beyond that date, Colliers recommends proceeding with option E to have minimal schedule and cost impact. If the property is purchased after April 21, the PBC may opt to have the design team revise the site layout as an add service.

Mr. Kellogg asked whether April 21 is a feasible purchase deadline. First Selectman Del Monaco responded that, under the provisions of State of CT Executive Order #7S regarding the protection of public health and safety during covid-19 pandemic, the Board of Finance and the Board of Selectman are empowered to make the purchase without a town meeting, although public comment must be invited. She said that there is also a requirement for an 824 referral from the Planning Commission.

Mr. Hanson said that, while he supports the acquisition of 78 Gillotti Road, he is uncomfortable proceeding without a town vote. Mr. Kellogg emphasized that the financial benefits of site C should be clearly communicated to the public.

Mr. Martignetti moved that site option C be approved. Mr. Del Monaco seconded the motion.

Mr. Yorio stated that, as a member of the Board of Finance, he would not support the purchase of 78 Gillotti Road without a reduction in the project budget. He recommended that the motion on the floor be amended to include a reduction in the project budget of \$452,772, as well as a transfer of \$547,228 from the project budget into contingency. Mr. Kellogg moved that Mr. Martignetti's motion be so amended. Mr. Martignetti seconded the motion to amend. The motion to amend was approved unanimously (4-0-0).

The motion as amended was approved unanimously (4-0-0).

Mr. Bachmann asked for clarification regarding a design pause until April 21. Mr. Martignetti confirmed that JCJ should pause design until April 21, pending approval of purchase of 78 Gillotti. Ms. O'Hare observed that the design team can proceed with other items in their contracted scope of work not directly associated with option C (e.g. plans for closing off/demolition of existing building, studies for the cafeteria, etc.)

- **OPM Update**

Mr. Pellman referred the Committee to the updated milestone schedule. He noted the following key dates:

ACTIVITIES	CELA	HIGH SCHOOL
Complete Schematic Design Documents	April 17, 2020	May 15,2020

SD Estimate Period	April 20 – May 11	May 18 – June 8
SD Documents/Reconciled Budget to PBC	May 26, 2020	June 23, 2020
Start Design Development	June 9, 2020	July 14, 2020
Construction Bids	Spring 2021	Spring 2021
Start of Construction	Early Summer 2021	Early Summer 2021

Mr. Pellman said that a bid levelling matrix for Construction Management candidates will be available for CM interviews on April 14th. Colliers has sent contracts to Commissioning Agent IES, and a kick-off meeting with them is scheduled for the week of April 20th.

Consideration of Invoice Packages

Mr. Pellman presented **project invoices**, to wit:

– High School Project Invoices

Company	Invoice #	Date	Amount
JCJ	3	3/31/20	\$95,186.55
Cohen and Wolf	762668	2/10/20	\$253.75
Cohen and Wolf	765067	3/6/20	\$245.00
Total			\$95,685.30

Mr. Kellogg moved that the High School invoice packet be approved; Mr. Martignetti seconded. The motion was approved unanimously **(4-0-0)**.

CELA/MHHS Project Invoices

Company	Invoice #	Date	Amount
JCJ	3	3/31/20	\$67,606.85
Cohen and Wolf	762668	2/10/20	\$253.75
Cohen and Wolf	765067	3/6/20	\$245.00
Total			\$68,105.60

Mr. Kellogg moved that the CELA invoice packet be approved; Mr. Martignetti seconded. The motion was approved unanimously **(4-0-0)**.

Closing Public Comment

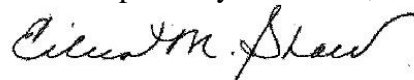
- Cheryl Reedy (BOF) thanked the PBC for their thoughtfulness for Town taxpayers, and said she is now comfortable supporting the purchasing of 78 Gillotti Road.

- Kim Hanson (BOS) recommended obtaining a written opinion from the Town's legal counsel regarding proceeding with the purchase under Executive Order 7S protocol. He observed the necessity of adequate septic facilities for the new CELA, and requested clarification of High School gym and auditorium capacities. He also asked if the decisions made by the PBC at this meeting would necessitate additional approvals from the State before reimbursement is approved by the legislature. Mr. Pellman responded that OSCG&R recommendation to the legislature for funding approval is based upon the Town's grant applications, and is not contingent upon any specific design. Mr. Warrington said OSCG&R's priority list is sent to the legislature in the spring, and that a State grant commitment letter should be received around July 1st. He said that none of tonight's decisions would affect reimbursement.
- Peggy Katkocin (BOE) thanked the PBC for their decisions. Difficulties in her audio necessitated her submission of comments and questions in writing.
- Kathy Baker (BOE) asked about gymnasium capacity at CELA. She also suggested that the parking at the new high school seems disjointed. Mr. Pellman responded that the entire design is evolving, including that for vehicular circulation and parking.
- Michael Gill (Town resident) broached the possibility that the State may not be able to afford project reimbursement given the current economic climate, and asked that the Committee consider the possibility that State funding is not forthcoming. Mr. Pellman said that it is certainly prudent not to sign construction contracts until the legislature has approved the funding, and the Town has received its grant commitment letter. In the meantime, design development can proceed. Mr. Gill also emphasized the importance of involving the fire department in design development, regarding water supply, access and vehicle circulation. Mr. Bachman responded that fire and water authorities will certainly be consulted during design development.
- Ms. Reedy reminded the Committee that the State legislature's final vote on bonding and budget would probably occur later in the fiscal year than is customary, and probably in a special session, as they are currently not in session due to the pandemic. Mr. Bachmann said that JCJ and Colliers will consult regarding any potential impact on project schedule and funding caused by legislative delays.
- Rick Regan (BOE) requested that design development for the High School include a focus on optimal vehicular circulation and obviation of traffic congestion in Gillotti Road.

Adjournment

Mr. Martignetti moved to adjourn the meeting at 10:02 p.m. Mr. Kellogg seconded. The motion was approved unanimously (4-0-0).

Respectfully submitted,



Eileen M. Shaw

Recording Secretary

Received by Email on 4/13/2020 @ 12:11pm
by Pamela J. Dohan, Town Clerk, New Fairfield