

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

**MINUTES
Regular Meeting
Tuesday, May 12, 2020**

Virtual Venue/Meeting Access:

**Web: Join Zoom Meeting <https://zoom.us/j/99845765667>
Dial-In: 929-205-6099 Meeting ID: 998 4576 5667**

Members Present: Mike Del Monaco (Vice Chair), Paul Boniello, Ann Brown, Donald Kellogg, Ed Sbordone (Alternate), Anthony Yorio (Alternate)

Members Absent: George Martignetti (Chair)

Others Present:

New Fairfield Public Schools Administrators: Dr. Pat Cosentino, Dames D’Amico, Paul Gouveia, James Mandracchia, Phil Ross, Dr. Richard Sanzo, Robert Spino

BOF Members: Wes Marsh

BOE Members: Rick Regan

Colliers Project Leaders: Scott Pellman

JCJ Architecture: Peter Bachmann, Lauren Braren, Jeff Elliott, Jim LaPosta, Christine O’Hare

Langan: Katy Gagnon

O&G Industries: David Cravanzola

Call to order

A quorum being present, and in the absence of Chairperson Martignetti, Vice Chairperson Del Monaco called the meeting to order at 7:31 p.m.

Pledge of Allegiance

Opening Public Comment – None

Correspondence and Announcements

Mr. Del Monaco moved that Mr. Yorio be elevated to regular member for the duration of the meeting. Mr. Kellogg seconded. The motion was approved unanimously (**4-0-0**).

Approval of Minutes:

Mr. Del Monaco moved that the minutes of the regular meeting of April 28, 2020 be approved as circulated; Mr. Boniello seconded. The motion was approved unanimously (**5-0-0**).

Mr. Del Monaco moved that the minutes of the special meeting of April 30, 2020 be approved as circulated; Ms. Brown seconded. The motion was approved (**4-0-1**), with Mr. Yorio abstaining.

High School and CELA/MHHS Building Projects

- **Architect Update**

Ms. O'Hare introduced reports for both projects:

CELA – JCJ has been preparing the SD estimate package, and to that end has been meeting with administrators from both Consolidated and MHHS on a weekly basis to discuss site circulation, play fields, interior layout, and space adjacencies. The CELA SD package has gone to the estimator and the construction manager, and should be available for PBC review on June 9th.

Lauren Braren (JCJ) and Katy Gagnon (Langan) presented a CELA update, including:

- current site plan: revised footprint in order to optimize parking, bus drop-off, vehicular circulation (including maintenance and fire vehicle access), access to play areas, site security, ingress/egress, and internal circulation;
- current floor plans for the addition (main, upper, and lower levels);
- initial layouts for pre-kindergarten, kindergarten, and first grade.

Dr. Cosentino observed that FFE plans should accommodate post-pandemic best practices, including the provision of individual student desks. Ms. Braren confirmed that FFE will accommodate individual and combined student seating. In response to a question from Mr. Boniello, she confirmed that the number of classrooms will be, at a minimum, equal to the number in the existing school. Dr. Sanzo commented that the new instructional space (including specials) will exceed that of the current building, in a much-improved configuration.

Ms. Braren presented preliminary exterior elevations. She stated that the addition borrows architectural details from the existing building (brick, stone, metal panels) in order to create a unified, harmonious whole.

Mr. Ross posed questions about maintenance vehicular access, fire equipment access, and snow/ice clearance, particularly for the proposed back “patio/porch” and the planned hard-top play area. This led to a discussion of the necessity of the proposed back “patio/porch” and its attendant ramp, and the consideration of a two-story structure as an alternative option to address the grading issue in that part of the site. Mr. Bachmann and Ms. Braren said that JCJ will reconsider this portion of the design before the next meeting.

High School – Ms. O'Hare stated that JCJ's goal is to have the High School SD package to their own estimator and CM O&G on May 22nd; the PBC will be copied on the package. The target date for HS SD presentation to the Committee is June 30th, with a public presentation scheduled shortly thereafter. JCJ will seek PBC approval to proceed to design development on July 14th.

Ms. Gagnon and Mr. Elliott presented an updated site plan for the High School, highlighting site circulation, the bus loop, parent drop off locations, parking lots, and main and secondary building entry points.

Committee site questions and comments focused on:

- the apparent convergence of the bus loop with parent drop off locations, and the circulation problems that might create;
- the current proposal to have the food delivery loading dock and garbage dumpsters located on the community plaza, and the aesthetic desirability of locating these services elsewhere (perhaps to the northwestern corner);
- the ultimate location of the central kitchen for the campus, and its impact on the location of food delivery and refuse collection;
- the advisability of planning for a potential future covered or enclosed link between the middle and high schools to accommodate increased interbuilding foot traffic;
- elevation cut and fill options (including inter-campus share with CELA).

Mr. Elliott presented example precedent external images for the community plaza and the learning neighborhoods (the suggested exterior character and scale of the plaza being more formal than the facades of the learning neighborhoods). He delineated the design plan's zoning for community, commons, classroom, specialty, and faculty and staff use. He then presented the most recent iteration of floor plans for all three High School levels, predicated upon careful adjacencies mapping in coordination with school administration.

Committee questions and comments on the floor plans focused on:

- the location of the mechanicals room;
- the desirability of relocating the security vestibule to a location with more and better vantages (perhaps the eastern corner of the dining commons);
- the number, capability and location of elevators.

- **OPM Update**

Mr. Pellman reported that CM contracts review has commenced with O&G Industries. Contracts should be available for PBC review by the May 26th meeting. Cx IES has signed their contracts, which are now with the Town. IES has been working on the projects, and will soon be making their own reports to the Committee.

Mr. Del Monaco and Dr. Sanzo observed that, in future, contracts would be executed by the First Selectman, upon PBC recommendation (i.e. PBC members will not execute contracts).

Mr. Pellman stated that the time slip in the macro-schedule caused by the delay in engaging a construction manager has been addressed by reducing the design development duration by two weeks for CELA and by three weeks for the High School. The shortened DD phase restores the projects to very near their original schedule. He asked the Committee to be prepared for additional special meetings in June and July to maintain the schedule. He will propose specific dates at the May 26th meeting.

Mr. Boniello expressed concern that construction on the High School is still delayed until mid-July 2021. Mr. Pellman responded that the design team still hopes to find time efficiencies in order to further tighten the macro schedule. Pursuant to Committee discussion at the April 28th meeting, Mr. Boniello asked what the appropriate approach to OSCG&R would be to propose the issuance of early bidding on some construction packages. Mr. Pellman said that as soon as O&G has been able to consider the High School construction phasing, the working group will be able to do a more informed risk/reward analysis regarding

early bidding. Dr. Sanzo suggested that the topic could be broached with OSCG&R at their July SD meeting. Mr. Pellman concurred.

Mr. Pellman and Ms. O’Hare reported that the design team is working with Mr. Martignetti to finalize PBC participation in working group meetings. Mr. Pellman also noted that PBC comments on the evolving SD documents will be tracked by Colliers for the design team. Mr. Del Monaco asked if SD comments that he had sent to Mr. Martignetti had been forwarded to JCJ or Colliers. Mr. Pellman said he had not yet received any comments from the PBC, and asked PBC members to send comments to him and he would collate them and send them to JCJ.

- **School Building Projects Requisitions and Invoices**

Mr. Pellman presented **project requisition proposals** based upon expected project expenditures, to wit:

- CELA Project
Robinson & Cole LLP – Bond Counsel Fees for Legal Services rendered in connection with the preparation, issuance and sale of \$8,000,001 Town of New Fairfield GO Bonds \$14,340.41

Mr. Del Monaco moved that the Permanent Building Committee approve a requisition for Robinson and Cole LLP dated 5/12/2020 in the amount of \$14,340.41 for Bond Counsel legal Fees associated with the Consolidated Early Learning Center project. Mr. Yorio seconded. The motion was approved unanimously (5-0-0).

- High School Project
Robinson & Cole LLP – Bond Counsel Fees for Legal Services rendered in connection with the preparation, issuance and sale of \$8,000,001 Town of New Fairfield GO Bonds \$23,900.68

Mr. Del Monaco moved that the Permanent Building Committee approve a requisition for Robinson and Cole LLP dated 5/12/2020 in the amount of \$23,900.68 for Bond Counsel legal Fees associated with the High School project. Mr. Yorio seconded. The motion was approved unanimously (5-0-0).

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

- CELA Project

INVOICES					
Accnt #	Company	Invoice No.	Date	Amount	Amount approved
750.03	JCJ - base fee	3	4/30/2020	\$ 54,026.60	\$ 54,026.60
	Robinson & Cole	50308456	4/28/2020	\$ 38,241.09	\$ 14,340.41

Total: \$ 68,367.01

Mr. Del Monaco moved that the Permanent Building Committee approve the invoice packet for the Consolidated Early Learning Center dated 5-12-2020 in the amount of \$68,367.01. Mr. Yorio seconded. The motion was approved unanimously (5-0-0).

– High School Project

INVOICES					
Accnt #	Company	Invoice No.	Date	Amount	Amount approved
750.03	JCJ	4	4/30/2020	\$ 95,107.20	\$ 95,107.20
	JCJ Reimbursables	4	4/30/2020	\$ 190.90	\$ 190.90
	Robinson & Cole	50308456	4/28/2020	\$ 38,241.09	\$ 23,900.68

Total: \$ 119,198.78

Mr. Del Monaco moved that the Permanent Building Committee approve the invoice packet for the High School project dated 5-12-2020 in the amount of \$119,198.78. Mr. Yorio seconded. The motion was approved unanimously (5-0-0).

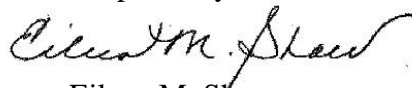
Closing Public Comment

Mr. Regan, Board of Education member, reminded the Committee of his concern about traffic flow for the combined schools. He appreciates the longer driveway made possible by the approved site, but still anticipates queuing problems may result from the proposed drop-off sites. He asked how traffic flow for the campus is being modelled. Ms. O’Hare said that JCJ will do its own traffic study in the future (perhaps Fall of 2020), but in the short term has been using a 2015 study provided by the Town. Ms. Gagnon commented that Langan will also use the traffic modelling software *Synchro* before vehicular circulation design is finalized.

Adjournment

Mr. Del Monaco moved to adjourn the meeting at 9:25 p.m. Mr. Yorio seconded. The motion was approved unanimously (5-0-0).

Respectfully submitted,



Eileen M. Shaw
Recording Secretary

Received by Email on 5/15/2020 @ 12:39 pm
by Pamela J. Dohan, Town Clerk, New Fairfield