



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

MINUTES

Tuesday, November 10th, 2020 at 7:30 p.m.

Virtual Venue/Meeting Access:

Web: <http://zoom.us/j/98071651133>

Dial-In: 929-205-6099 Meeting ID: 980 7165 1133

Members Present: George Martignetti (Chair), Mike DelMonaco (Vice Chair), Paul Boniello, Ann Brown, Don Kellogg, Ed Sbordone (Alternate), Anthony Yorio (Alternate)

Others Present:

Selectman: Khristine Hall

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

New Fairfield BOE: Peggy Katkocin, Stephanie Strazza, Greg Flanagan, Dominic Cipollone, Kimberly LaTourette, Rick Regan

New Fairfield Fire Marshal: Derrek Guertin

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: Christine O'Hare, Peter Bachmann, Lauren Braren, Alison DiVenere, Emily Czarnecki

Langan: Katy Gagnon

O&G Industries: Lorel Purcell

Call to order

Director of Business Operations Dr. Richard Sanzo explained the rules and procedures for virtual meetings.

Chairman George Martignetti called the meeting to order at 7:31 p.m.

Pledge of Allegiance

Opening Public Comment: None

Correspondence and Announcements: George Martignetti announced that this was a joint meeting with the BOE. He welcomed everyone to the meeting and thanked everyone for their efforts during this challenging time.

Approval of Minutes – Meeting October 27th, 2020 – George Martignetti made a motion to approve the minutes from the regular meeting on October 27th, 2020. Mike DelMonaco seconded the motion. **Vote 5-0-0 (Motion approved)**

High School and CELA/MHHS Building Projects

- **Architect CELA Presentation**

Christine O’Hare from JCJ introduced the CELA team members. Lauren Braren shared her screen and reviewed the CLEA project updates.

- The three guiding principles for the project are: Blending school culture, connection to play and the outdoors, and finding breakout opportunities wherever possible.
- Slides showed the most current site plan which demonstrated the new addition on the existing MHHS building, existing parking, new parking, new parent drop off, new bus drop off, new parking closer to the CELA entrance, new student entrance, new play area, and new walking path.
 - o Rick Regan asked if the play areas were shaded by the building. Lauren clarified that the addition is a single-story addition and does not shade the play area.
- The first floor plans showed the addition of a transaction window for the MHHS entrance and the CELA entrance to check credentials before a second set of doors is unlocked, gym entrance will now be the main entrance, an enclosed corridor outside the gymnasium to allow CELA students an access way without having to pass through classroom wings. CELA features include eight kindergarten classrooms with bathrooms integrated in each room, enclosed courtyard at the end of the gymnasium for breakout space, breakout spaces in the corridors, a “treehouse” breakout space that provides a high elevation view. Small updates to MHHS include a media center extension space and subdividing a classroom to create more resource space.
 - o Dominic Cipollone commented that it is a long walk for the pre-K and K children to access the Cafetorium.
- One classroom on the upper level will be extended.
 - o Peggy Katkocin asked if there would be a special glass used on the ground level windows, windows in the corridor, and back of the building? Lauren stated that any operable window would be laminated glass. Christine O’Hare added that there is an alternate to change any first floor glass up to eight feet to a school security glass and there are ongoing meetings with the security committee to review this option. Katy Gagnon from Langan pointed out that the entire play area in the back of the building is fenced in.
 - o Rick Regan asked if there was a traffic study done at the MHHS/ CELA site? Katy from Langan stated that they are finalizing the traffic report. Part of the consideration on the traffic calculations right now is that the parent drop off counts are much higher now due to the pandemic.

- Rick Regan asked if having the students walk across the bus lane is a typical design? Katy stated it is the same design at the high school and Sandy Hook. She noted there is a crossing guard on site and that having students cross in front of bus drivers who are trained to be aware of where students are was a safe option.
- Lauren continued reviewing interior views for CELA which noted interior glazing to add color and borrow light. Colors and exact finishes have not been finalized yet. Final interior design renderings with those decisions will be available in about a month. Final furniture will be part of a separate phase.
- A new bus lot will be built at the existing Consolidated site once the building is demolished.
 - Anthony Yorio asked when final material selections need to be made and how do those decisions affect the design schedule? Christine O'Hare stated it would not impact the design schedule, and the bigger concern would be the impact to the cost estimate. George Martignetti stated that material and design decisions need to be carefully tracked. He asked Scott and Mark to ensure these items are properly noted and captured. Rich Sanzo noted there is a safety and security meeting next Monday night at 7:30pm.
- **OPM Update**
 - 3rd party code review – consultant RFP
Scott Pellman noted that they reached out to the local building official and fire marshal and they agreed it would be beneficial to bring in a certified building inspector/ code reviewer for the CELA and High School projects. They have carried money in the budget for this because it is a customary expense. They have put together an RFP and with committee approval they would like to issue it Thursday, with them due back on December 4th.
 - HS pool locker room existing plumbing verification
The current pool locker rooms have some code ADA issues that require updates that include the relocation of plumbing fixtures. There are limited drawings and documents for what the existing under slab plumbing is. Phil Ross suggested Underground Surveying for camera scope and trace all the existing underground plumbing in the pool locker room areas for size and condition. Underground Surveying provided a proposal with an hourly rate of \$250.00/hr.
 - Mike DelMonaco asked if the design team should be responsible for the cost? Scott stated that the design team would assume that there were documents available with the information they need to base their design on. Mike DelMonaco asked if it were in the contract that the design team would not incur the cost for this? Scott noted that the contract does not mandate that it is an expense for the design team.
 - Paul Boniello asked if there are any as builts from the previous construction 40 years ago? Scott stated that the plumbing in that area is very limited and he's working closely with Phil to provide other information needed.

- Schedule update
Scott stated a meeting was held review the macro and milestone schedules in detail. Some areas have been identified that could enable the project to pick up two to three weeks of time, specifically on the high school project. They would like to propose a special meeting on December 15th to approve the HS DD to proceed to CD. Scott continued that they are working on a list of meetings for next year.
 - o Mike DelMonaco stated that he reviewed the mechanical portion of the DD set for the high school and there are several items missing so he cannot complete his review. He stated there are four major items missing and the contract requirements are not being met.

- **Architect Update**

Katy from Langan shared that permitting is based on street address so from a permitting perspective there are three different sites. Between all three schools they hope to have all town approvals by the beginning of March.

High School:

- project will be submitted to Inland/ Wetlands on 11/12.
- Use and Hight variance will be submitted next Thursday
- They have accounted for two meetings for wetlands and zoning
- At the end of December, they will submit for the special permit for the HS. They are allowing up to 3 meetings with zoning for the special permit.

Meeting house:

- Special permit request will be submitted November 25th

Consolidated for Bus parking lot:

- Submitt to Inland/ Wetlands this week
- Meeting with Evan White to determine if a variance is needed

Christine O’Hare noted that it would be helpful to form some subcommittees for items such as finish and color selections. She will provide a list of subcommittee suggestions to George.

- **CM Update**

Lorel Purcell with O&G provided the following updates:

- CELA Site Logistics Plan - They met with the fire marshal to go over firewall construction. They also had an opportunity to share thoughts about the egress at the CELA project. They have some solutions set and are now figuring out how to exit from the gym, which is still a work in progress.
- HS Site Logistics Plan – still working out parking issues. They have had two meetings so far with another one scheduled for next week.
- HS estimating is in progress.

- **Action Items**

- o **3rd Party Code Review Consultant RFP**

George Martignetti made a motion to authorize Colliers and the Town to issue the RFP for 3rd party code reviews for the CELA and HS projects associated with

State OSCG&R approvals. Mike DelMonaco seconded the motion. **Vote 5-0-0 (Motion approved)**

- **Plumbing exploration work**

Mike DelMonaco asked if they should look for underground conduits? Scott Pellman suggested to treat this as a separate item and asked the design team to take that underconsideration.

Mike DelMonaco asked if this included scoping the drain lines? Scott confirmed yes, and would include condition, location, and size. He also stated that Phil will be on site while work is done.

Don Kellogg asked if they would map these so they can get put in to the revit files? Scott confirmed yes, CES will be there to draw them right on to a base plan.

George Martignetti made a motion to approve the proposal from Underground Surveying submitted November 4, 2020 in the amount of \$2,000 to be billed hourly for Plumbing inspection and location associated with the pool locker room. Mike DelMonaco seconded the motion. **Vote 5-0-0 (Motion approved)**

- **PO increases**

George Martignetti made a motion that the PBC increase the Cohen and Wolf PO 20000041 for legal services associated with the Consolidated Early learning Academy by \$113.75. Mike DelMonaco seconded the motion.

Vote 5-0-0 (Motion approved)

George Martignetti made a motion that the PBC increase the Cohen and Wolf PO 20000044 for legal services associated with the High School project by \$113.75. Mike DelMonaco seconded the motion. **Vote 5-0-0 (Motion approved)**

- **Requisitions**

George Martignetti made a motion that the PBC approve a requisition for Hygenix dated 10/28/2020 in the amount of \$11,365 for HBMI inspection and testing services associated with the CELA project. Don Kellogg seconded the motion. **Vote 5-0-0 (Motion approved)**

George Martignetti made a motion that the PBC approve a requisition for Hygenix dated 10/28/2020 in the amount of \$6,970 for HBMI inspection and testing services associated with the High School project. Don Kellogg seconded the motion. **Vote 5-0-0 (Motion approved)**

George Martignetti made a motion that the PBC approve a requisition for Underground Surveying dated 11/10/2020 in the amount of \$2,000 to be billed hourly for plumbing inspection and location associated with the pool locker room. Don Kellogg seconded the motion. **Vote 5-0-0 (Motion approved)**

○ **Invoices**

George Martignetti made a motion that the PBC approve the invoice packet for the CELA project dated 11/10/2020 in the amount of \$37,907.32. Paul Boniello seconded the motion. **Vote 5-0-0 (Motion approved)**

George Martignetti made a motion that the PBC approve the invoice packet for the High School project dated 11/10/2020 in the amount of \$232,823.14. Don Kellogg seconded the motion. **Vote 5-0-0 (Motion approved)**

Discussion on yearly town building inspections

- PBC will proceed with Town Building inspections. Observation sheets and a complete list of buildings will be sent out to members.
- Don Kellogg suggested going through the Middle School this year.

Discussion on yearly Town Building Inspections – George Martignetti stated he would like to table this discussion. He is going to try to visit a few sites next Tuesday. Don Kellogg asked George to send an email with all the structures.

Other Business: George Martignetti stated that the PBC is going to stay with the cost plus delivery method for the construction manager contract.

Closing Public Comment: None

Adjournment

George Martignetti made a motion to adjourn at 9:06p.m. Don Kellogg seconded the motion. **Vote 5-0-0 (Motion approved)**

Received by Email on 11/23/2020 @ 1:36 pm
by Pamela J. Dohan, Town Clerk, New Fairfield