

These minutes are subject to approval by the Public Building & Site Commission

The Public Building and Site Commission held a regular meeting Tuesday, November 28, 2023. The meeting was held at the Newtown Police Department, 191 S. Main Street. Chairman Art Norton called the meeting to order 7:00p.m.

Present: Art Norton, Allen Adriani, Anthony D'Angelo, Gus Brennan, Gordon Johnson, Sally Feuerberg, Kristian Otten, Tom Catalina, Patrick McCleary (remote).

Also Present: Michael Dell'Accio of Downes (remote), Purchasing Director Kerri Mubarek and C.H. Booth Library Board of Trustee member David Schill.

Public Participation: none.

Approval of Minutes: A. D'Angelo moved to approve the minutes of the October 24, 2023 meeting. G. Brennan seconded. All in favor.

Hawley Elementary School:

Construction Manager & CWA– Update: There are a dozen items on commissioning list; addressing items is similar to punch list. There will be a meeting next week and then the items will be closed out. A. Adriani and G. Johnson agree balancing report looks good.

Project Budget: All change orders are included; one final payout after commissioning. M. Dell'Accio won't put the final payout through until commissioning and all close out is resolved; he is hoping he can do that next month. Total remaining contingencies and allowances \$390,410.43.

Invoices and PCO's for payment:

A. D'Angelo moved to approve #043 for repair to existing building systems – security system for a zero dollar amount. K. Otten seconded. All in favor.

A. D'Angelo moved to approve PCO #058 for Bond Increases, out of CM Contingency, for a zero dollar amount. G. Johnson seconded. All in favor.

A. D'Angelo moved to approve PCO #059, CM and trade contractor allowances return for a credit of \$62,019.43. S. Feuerberg seconded. All in favor.

A. D'Angelo moved to approve PCO #062, credit for steel at parapet and pipe cross overs for a credit amount of \$22,230. A. Adriani seconded. All in favor

A. D'Angelo moved to approve PCO #063, CM and VE Contingency Return for a credit amount of \$159,141. G. Johnson seconded. All in favor

Anthony D'Angelo moved to approve invoice #018 for Downes in the amount of \$122,192.50. G. Brennan seconded. All in favor. This brings the project to 96.95% completion.

Close Out Documents: no close out documents.

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NEWTOWN TOWN CLERK

C.H. Booth Library

Project Update: D. Schill does not think the documents are complete; he would like to see the CAD drawings. Details on what will be removal and what will be remaining needs to be improved. Marchetti was provided the architectural drawings. G. Brennan said it was difficult to determine what was new and what was existing through the design documents. They need to come up with a written scope including all work that needs to be done. Drawings on existing penetrations through existing walls, floors and ceilings, to check those areas for asbestos, are needed. Show architectural finishes impacts on the mechanical drawings. The drawings cannot be bid as submitted. A. D'Angelo suggested communicating with Marchetti in writing, from the office of the first selectman, for further clarification. It's up to Marchetti to deliver a biddable set of documents. G. Brennan suggested holding the pricing after bid for 120 days. D. Schill said they were due Nov. 7 and are behind schedule.

Schedule: It will take three months to get materials. The job will probably start late spring and run through the summer. After further discussion it was agreed the Construction Drawings are due on December 14. Marchetti is requested to attend the December meeting.

Sandy Hook Permanent Memorial

Downes Status Update: n/a

Invoices for Payment: A. D'Angelo moved to approve PCO #064 for \$515 contingent on an invoice on letterhead that explains all details; proper backup from Smith Brothers for Subcontractor Bond Premiums – Custom. G. Brennan seconded. All in favor.

A. D'Angelo moved to approve PCO #069 for a credit of \$12,950.00 for the WX Line Scope of Work. A. Adriani seconded. All in favor.

A. D'Angelo moved to approve PCO #070, the Final CM Contingency Return, for a credit in the amount of \$3,932. S. Feuerberg seconded. All in favor.

A. D'Angelo moved to approve invoice #018 for Downes in the amount of \$20,590. contingent upon receipt of final completion document. S. Feuerberg seconded. All in favor. This brings the project to 100% complete.

Close Out Documents: The commission would like a formal completion document. Carl Samuelson has owner manuals. M. Dell'Accio will send a link to K. Mubarek.

Acceptance of 2024 Meeting Calendar: A. D'Angelo moved to accept the 2024 meeting Calendar (att.). G. Brennan seconded. All in favor.

The next regular meeting is scheduled for December 19, 2023 at the Newtown Police Dept.

Adjournment: Having no further business the Public Building & Site Commission adjourned the regular meeting at 7:59p.m.

Att. 2024 Meeting Calendar

Respectfully submitted,
Susan Marcinek

100-2023-001

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TOWN OF NEWTOWN

PUBLIC BUILDING AND SITE COMMISSION

The following is a list of meetings of the Public Building and Site Commission for 2024. Meetings will begin at 7:00 p.m. in the Council Chamber of the Newtown Municipal Center, unless otherwise noted on posted agenda.

January 23 Newtown PD

February 27 Newtown PD

March 26

April 23 Newtown PD

May 28

June 25

July 23

August 27

September 24

October 22

November 19 (*third Tuesday/Newtown PD)

December 17 (*third Tuesday / Newtown PD)

January 28, 2025 @ Newtown PD

If you plan to attend this meeting and require assisted hearing devices or an interpreter, please contact the office of the First Selectman at (203) 270-4201 at least forty-eight (48) hours prior to the meeting.