

Meeting Minutes

Weston Permanent Building Committee

January 19, 2022

PBC Members	Present	Temporary Members	Present
Teddy Bascom (TB)	Yes	Adrienne Giske (AG) Friends JST	Yes
Walter Chaffee (WC)	Yes	Phoebe Beierle (PB) Sustain. Rep.	No
Neil Levitt (NBL)	Yes	Tom Timko (TT) Elderly Hsg. Comm.	No
Vacant			
Jim Polando (JNP)-Chair	Yes		
Gary Jarobski (GJ)	Yes		

Others Present:

Name	Affiliation	Name	Affiliation

List of abbreviations:

A/U=Approved Unanimously

BWA=Baker Wohl Associates

CO=Change Order

CDs=Construction Documents

CBI=CBI Consultants

DTI=Design Techniques Inc

EHC=Elderly Housing Committee

HNE=Historic New England

M/S=Moved and Seconded

MWE=Metro West Engineering

NTE=Not to Exceed

OPM=Owner's Project Manager

PCO=Proposed Change Order.

T&M=Time and Materials.

ToW=Town of Weston

A meeting of the Weston Permanent Building Committee was held, as duly posted at 7:00 PM, at the Case House and called to Order at 7:00 PM.

Public Comment:

- None.

Meeting Minutes:

- January 5, 2022, with edits M/S. A/U.

JST Project:

- GJ reported that the project has received a Certificate of Occupancy, a major milestone.
- AG requested GJ provide and updated punch list and distribute to the working group.
- GJ noted that the town's insurance company has visited the building and is satisfied at the results and accepts our position that the building is occupied with a member of the facilities group establishing an office in the building.
- AG reported that the Town Center Celebration date has been set for May 14 and 15, 2022. This information will be given tot MOCC for coordination of remaining work elements. The start of the remaining planting ins scheduled for May 9.
- GJ noted that some of the plants for the spring planting are not available and they will work with Wes Wirth and the landscape contractor to try to finalize so the plants will be ready when they commence work on May 9th.
- AG noted that FOJST lease discussion are planned for next week.
- GJ reminded all that Substantial Completion has not been attained.
- GJ reported that the sign lights are not installed.
- GJ presented final fence material options and related costs, due in part by incorrect material being installed on the mock-up. After a lengthy discussion it was agreed that the wood for the fence is to be all one material and that we are limited to red cedar with an additional cost of \$9,000.00. A motion to accept the proposal as a NTE cost was seconded A/U.
- GJ noted that one of the Facilities staff members will occupy the building as soon as we receive a Certificate of Occupancy so the building will be occupied to satisfy our TOW insurance requirements.
- GJ presented an invoice from Metro West Engineering in the amount of \$13,700.00 for completion up to 90%. M/S. A/U.
- GJ presented Pay Requisition #23 in the amount of \$200,408.00. Motion to accept as a NTE cost to allow for negotiation and coordination of open punch list items, seconded. A/U.

Sustainability:

- GJ reported that the town has received a grant to study converting the Town Hall heating system to a non-fossil fuel burning system.

Middle School RTU Replacement:

- GJ reported that the Construction Documents are nearing completion.

Brook School Apartments Tenant Storage Project:

- GJ moving ahead slowly.

High School F Wing Roof Replacement:

- GJ reported that due to the potential material shortages he is working with the design team and OPM for rescheduling the project.

Memorial Pool Renovation Project:

- GJ presented an invoice from Bargmann Hendrie + Archetype in the amount of \$6,250.00. M/s. A/U.

Next Meeting:

- The next meetings of the PBC will be held on Wednesday February 2nd and 16th, 2022, starting at 7:00 PM, in the Case House large conference room.

Meeting adjourned: 8:30 PM

Respectfully submitted:

James N. Polando-Chair