

## Meeting Minutes

### Weston Permanent Building Committee

February 3, 2021

<b>PBC Members</b>	<b>Present</b>	<b>Temporary Members</b>	<b>Present</b>
Walter Chaffee (WC)	Yes	Adrienne Giske (AG) Friends JST	Yes
Neil Levitt (NBL)	Yes	Phoebe Beierle (PB) Sustain. Rep.	No
Laura Mintz (LM)	Yes		
Teddy Bascom (TB)	Yes		
Jim Polando (JNP)	Yes		
Gary Jarobski (GJ)	Yes		

Others Present:

<b>Name</b>	<b>Affiliation</b>	<b>Name</b>	<b>Affiliation</b>
Jenne DosSantos (JDS)	CBI Consulting		

List of abbreviations:

A/U=Approved Unanimously

BWA=Baker Wohl Associates

CO=Change Order

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, as a virtual meeting via the Zoom platform. Called to Order at 7:02 PM.

#### **Public Comment:**

- None.

#### **Meeting Minutes:**

- January 20, 2021. M/S. A/U.

#### **JST Project:**

- AG reported a recent visit to the building with Al Aydelott and Henry Stone to review and discuss options for the structural framing within Stair #1. Based on the visit and discussion with BWA and Lim Associates, a redesign is being developed to remove the horizontal steel that is being considered an unacceptable intrusion.
- JDS presented an updated project budget that now shows a potential expenditure of 42% of the project contingency. It is noted that this is an indicator that we must proceed carefully as there is no option to overspend the funds approved for the project.
- JDS presented the monthly invoice in the amount of \$14,599.00 for BWA and recommended approval. M/S. A/U.
- GJ asked if any PBC members would like to visit the JST. If yes, please let GJ know what works best and that any and all visits will not contain more than 2 PBC members and need to be scheduled for after 2 PM at the request of the GC. Hard hats and work boots are required.

#### **Case House:**

- GJ reported that the newel post cap remains unfinished.
- GJ reported that there may need to be maintenance work on the Beech trees near the Case House and he is coordinating efforts with the Tree Advisory Group's Laurie Hess.
- GJ asked if the Beech trees were part of the recent DPW tree inventory. He will check.

#### **Sustainability Committee:**

- GJ reported that he has been invited to review the resumes for the sustainability coordinator position.
- JNP reported on email communications with PB citing the PBC's adherence to LEED Silver as a standard for all new municipal projects and PB believes this to be a good metric to follow for now.
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- Discussion about school solid waste program and coordinating with other town departments. GJ working on potential issues to coordinate with other town solid waste programs.
- GJ reported that a portion of the HS roof is being planned for replacement and the documents have been forwarded to Solect Energy for consideration of the addition of a solar PV array.

#### **Field School Solar Installation:**

- GJ reported no updates.

#### **Brook School Apartments Tenant Storage Project:**

- GJ reported that the RFP is complete and has been issued. Responses due by 3/11. Site walk for potential respondents on 2/25 at 9 AM.
- NL to be the PBC lead for the project.

#### **Next Meeting:**

- The next meeting of the PBC will be held on Wednesday February 17<sup>th</sup> starting at 7:00 PM, as virtual meetings.

Meeting adjourned: 8:30 PM

Respectfully submitted:

James N. Polando-Chair