

## Meeting Minutes

### Weston Permanent Building Committee

February 6, 2019

<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	Sarah Rhatigan (SR) WAHT	No
Laura Mintz	No	Danielle Black (DB) Case House	Yes
Bob Ferguson (BF)	Yes	John Thompson (JT) WAIC	Yes
Jim Polando (JNP)	Yes	Tom Timko (TT) BSA Exp. Study	No
Gary Jarobski (GJ)	Yes		

Others Present:

<b>Name</b>	<b>Affiliation</b>	<b>Name</b>	<b>Affiliation</b>
Henry Stone	Historic Comm.	Katherina Wilkins	Sustainability Comm.
John Sayre-Scibona	DTI		

A meeting of the Weston Permanent Building Committee was held, as duly posted at 7:00 PM, at The High School Media Center. Called to Order at 7:00 PM

#### **Public Comment:**

- None.

#### **Meeting Minutes:**

- Minutes of the December 19, 2018 meeting moved and seconded. Accepted unanimously.

#### **Case House:**

- GJ reported that additional material assumed to be asbestos was discovered during wall demolition, and will need to be tested and appropriate action taken. It is estimated to be an additional cost, and motion to authorized GJ to take appropriate action to maintain project progress and expend up to \$7,000, was seconded. Accepted unanimously.
- Motion to accept cost add of \$1,742.61 to add cleanouts to downspout boots as requested by the Weston stormwater engineer, seconded. Accepted unanimously.
- JSS recommended accepting pay requisition #1 in the amount of \$187,224.10 moved and seconded. Accepted unanimously.
- Discussion relating to a residents request as to the reason the Hemlock tree near the octagonal room is being removed. There was no immediate recollection, and GJ asked to get response from the design team.
- JSS presented budget analysis & cost projection sheet.

**Sustainable Committee:**

- Katerina Wilkins addressed the PBC about replacement of the boiler in building C of the Brook School Apartments, citing a current rebate program for high efficiency boilers. GJ has recently been contacted about a different program that may pay for the entire replacement, and he is working with the new property manager to facilitate this replacement.

**WAIC:**

- Pay requisition #12 in the amount of \$303,474.14 representing 82% project completion, moved and seconded. Accepted unanimously.
- JSS presented and recommended acceptance, as noted in LLB's recommendation letter, of PCO #45 to restock excess electrical floor boxes in the amount of \$200.00. Moved and seconded. Accepted unanimously.
- JSS presented and recommended acceptance, as noted in LLB's recommendation letter, of PCO #49 to change the sprinkler below the west canopy to be fed from the dry system in the amount of \$2027.47. Moved and seconded. Accepted unanimously.
- JSS presented and recommended acceptance, as noted in LLB's recommendation letter, of PCO #50 to apply an additional primer paint coat in Room 102 and Stair to mezzanine due to excessive bleed through, in the amount of \$2,531.25. Moved and seconded. Accepted unanimously.
- JSS presented and recommended acceptance, as noted in LLB's recommendation letter, of PCO #51 to provide extra hardwood floor due to inadequate salvage stock, in the amount of \$8,760.04. Moved and seconded. Accepted unanimously.
- JSS distributed the updated budget analysis & cost projection log showing a project contingency of \$55,354. JNP reminded all parties that we need to be more diligent with the funds that are remaining.
- JSS presented LLB's additional fee request dated February 6, 2019 and asked for approval to negotiate with LLB on behalf of the town. Motion to authorize JSS to negotiate, seconded. Accepted unanimously.

**JST Project:**

- JNP reported that the Architectural DD review meeting was held, and that BWA will be contacting Historic New England (HNE) to convene a meeting to review the DD progress.
- JNP reported that the initial meeting between the ToW and HNE had occurred and was very positive. Next steps are in HNE's court to suggest changes to the Deed Restriction language. The process is scheduled to have the revised language ready for spring town meeting presentation.
- GJ presented an additional fee request from CBI and requested that he be given time to review and discuss with CBI prior to formal presentation to PBC.

**Annual Report:**

- Comments received from some members and proposal to make the initial changes and distribute for final review and acceptance at the February 20, 2019 PBC meeting. JNP to make

initial changes and send to PBC, with any additional edits and comments to be sent to GJ for making revisions for final review.

**BSA Space Study:**

- JNP presented “statement of work” to survey the common/general use and storage spaces within the BSA campus to evaluate the best uses for these spaces.
- Motion to accept, and solicit fee proposal from Gienapp Associates, seconded. Accepted unanimously.

**Invoices:**

- DTI invoice for Case House # 2017CH.20 in the amount of \$4,340.00, moved and seconded. Accepted unanimously.
- DTI recommended acceptance of LLB CA services invoice for WAIC in the amount of \$4,448.00, moved and seconded. Accepted unanimously.
- DTI invoice for WAIC # 2017W.25 in the amount of \$11,488.75, moved and seconded. Accepted unanimously.
- GJ presented CBI recommendation letter to accept BWA invoice #171414 in the amount of \$17,613.00, moved and seconded. Accepted unanimously.
- GJ presented CBI invoice #29916 in the amount of \$2,978.62, moved and seconded. Accepted unanimously.
- GJ presented CBI invoice #30048 in the amount of \$3,971.50, moved and seconded. Accepted unanimously.
- GJ presented CBI invoice #30234 in the amount of \$4,964.38, moved and seconded. Accepted unanimously.

**Next Meetings:**

- The next meetings of the PBC will be held on Wednesday February 20, March 6 and March 20, starting at 7:00 PM, at the High School Media Center.

Meeting adjourned: 9:45 PM

Respectfully submitted:

James N. Polando-Chair