

Meeting Minutes

Weston Permanent Building Committee

February 17, 2021

PBC Members	Present	Temporary Members	Present
Walter Chaffee (WC)	Yes	Adrienne Giske (AG) Friends JST	Yes
Neil Levitt (NBL)	Yes	Phoebe Beierle (PB) Sustain. Rep.	Yes
Laura Mintz (LM)	Yes		
Teddy Bascom (TB)	Yes		
Jim Polando (JNP)	Yes		
Gary Jarobski (GJ)	Yes		

Others Present:

Name	Affiliation	Name	Affiliation
Jenne DosSantos (JDS)	CBI Consulting	Lori Hess	Tree Advisory Group

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 7:03 PM.

Public Comment:

- None.

Meeting Minutes:

- February 3, 2021. M/S. A/U.

JST Project:

- AG noted that a site visit needs to be scheduled to review the ceiling and window/door trim interface in many areas of first floor due to the steel reinforcing members being installed lower than anticipated.
- AG reported that the light fixture submittals are all acceptable except for the canopy and trim on the ballroom fixtures.
- JDS presented Change Order #6 in the amount of \$110,115.52 and recommended approval. M/S. A/U.
- JDS presented pay requisition #12 in the amount of \$171,846.38 and recommended approval. M/S. A/U.
- The PBC noted that the amount requested in pay requisition #12 indicates a slow down in progress and will impact the finish date unless steps are taken to remind the contractor of the situation. PBC requested CBI to make all efforts on behalf of the town to work with the contractor to comply with the original date of substantial completion.
- JDS presented PCO for the chimney rebuild and reminded all that it is not complete or vetted but requested approval for a NTE cost of \$10,000.00. M/S. A/U.
- JDS presented PCO 47R1 in the amount of \$65,830.00 and recommended approval. M/S. A/U.

Case House:

- GJ reported that the newel post cap remains unfinished.
- GJ reported that the maintenance work on the Beech trees near the Case House should be continued, and this was supported by Lori Hess of the Tree Advisory Group.
- PBC voted unanimously to continue the maintenance program on the Beech trees.
- GJ reported that the Beech trees were not part of the recent DPW tree inventory.
- Lori Hess along with the Tree Advisory Group agreed to work with the facilities department to suggest locations for new trees on the Case Campus to establish a next generation of trees.

Sustainability Committee:

- PB gave an update about recent the Climate Action Working Group meeting.
- GJ reported that he has been engaged in the interview process of candidates for the sustainability coordinator position.
- GJ notes that the new sustainability coordinator will be in the facilities group.
- GJ reported no new updates on the Field School solar system dashboard and the HS roof replacement documents were sent to Solect Energy for consideration for a solar PV array.

Field School Solar Installation:

- GJ reported no updates.

Brook School Apartments Tenant Storage Project:

- GJ stated that there has been some interest shown, but nothing specific to report.

Next Meeting:

- The next meetings of the PBC will be held on Wednesday March 3rd and 17th starting at 7:00 PM, as virtual meetings.

Meeting adjourned: 8:40 PM

Respectfully submitted:

James N. Polando-Chair