Meeting Minutes

Weston Permanent Building Committee

April 22, 2020

<table>
<thead>
<tr>
<th>PBC Members</th>
<th>Present</th>
<th>Temporary Members</th>
<th>Present</th>
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<tbody>
<tr>
<td>Walter Chaffee (WC)</td>
<td>Yes</td>
<td>Adrienne Giske (AG) Friends JST</td>
<td>Yes</td>
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<tr>
<td>Laura Mintz (LM)</td>
<td>Yes</td>
<td>Danielle Black (DB) Case House</td>
<td>Yes</td>
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<td>Teddy Bascom (TB)</td>
<td>Yes</td>
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<tr>
<td>Jim Polando (JNP)</td>
<td>Yes</td>
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<tr>
<td>Gary Jarobski (GJ)</td>
<td>Yes</td>
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Others Present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Name</th>
<th>Affiliation</th>
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<tbody>
<tr>
<td>John Sayre-Scibona (JSS)</td>
<td>DTI/OPM</td>
<td>Henry Stone</td>
<td>Historic Commission</td>
</tr>
<tr>
<td>Justin Woodside</td>
<td>Weston FD</td>
<td>Al Aydelott</td>
<td>Friend JST</td>
</tr>
<tr>
<td>Lee McCanne Facilitator</td>
<td>Weston IT</td>
<td>Jen DosSantos (JDS)</td>
<td>CBI Consulting</td>
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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 7:05 PM

Public Comment:

- None.

Meeting Minutes:

- Delayed until May 6, 2020 meeting.

Case House:

- GJ reported that miscellaneous items are being addressed by the contractor and only minor punch list items remain.
- JSS noted that As-Built drawings are in progress.
- GJ confirmed that some landscaping remains to be completed and will be overseen by the facilities Department.
- JSS reviewed the updated project budget and is working on reconciling line items where budgets were underspent so we can get a to a final accounting. The recent changes have resulted in an increase in the remaining funds. More work is needed and will be reported at future PBC meetings.
• JSS presented MKA invoice in the amount of $8,800.00 and recommended approval. M/S. A.U.
• JSS presented MKA invoice in the amount of $20,300.00 and recommended approval. M/S. A.U.
• GJ presented DTI invoice #33 in the amount of $18,926.25 and recommended approval. M/S. A/U.
• GJ presented DTI invoice #34 in the amount of $6,620.00 and recommended approval. M/S. A/U.

WAIC:

• GJ reported that the close-out documents are still inaccurate, and is working on resolutions to get as accurate information as possible.
• Based on the monies owed the contractor and the difficulty in closing out the contract based on the level of misalignment, GJ requested authorization to negotiate the close-out with the contractor and payment of up to $45,000.00 to be agreed upon with JSS, GJ, the Town manager the general contractor. M/S. A/U.
• JSS and GJ still working on DCAMM ratings.
• GJ presented DTI invoice #38 in the amount of $315.00 and recommended approval. M/S. A/U.
• GJ presented DTI invoice #39 in the amount of $1,260.00 and recommended approval. M/S. A/U.

JST Project:

• AG reported on the construction progress, and a general overview of issues.
• JDS presented the following PCO’s and recommended approvals:
  o PCO#4 for a proposed change to the repair of the ballroom ceiling. Motion to reject and move ahead with the original design, seconded. A/U.
  o PCO#5 for $1,293.51 M/S. A.U.
  o PCO for ledge discovery is still being redesigned.
  o PCO for lowering the electric room floor being designed.
  o PCO for repair of a rotted beam uncovered during demolition, in the Connector.
  o PCO for the Connector structural issues encountered.
  o PCO for addressing the well discovered under the floor of the summer kitchen.
• JDS presented BWA invoice in the amount of $14,599.00 based on 5% of their CA fee as a standard billing for the anticipated 20-month project duration. M/S. A/U.
• JDS presented Pay Requisition #2 in the amount of $291,706.69 and recommended approval. M/S. A/U.

Main Fire Station Chiller Replacement:

• GJ noted that the project is progressing without issues for the PBC and presented Pay requisition #4 in the amount of $37,620.00 and recommended approval. M/S. A/U.

Sustainability Committee:
• PB reported that the Green Communities grant has been applied.  
• PB noted that there is a resiliency committee being formed and all PBC members are invited to engage.

Field School Solar Installation:
• GJ reported that it is progressing and power generation should begin in the fall, as the electric company work remains to be completed.

COA Programming Study:
• NL to check with COA for current activity and report to PBC at a later meeting.

Fire Department Facility Study:
• This is moving along albeit very slowly, and Deputy Chief Woodside understands the progress.

Next Meetings:
• The next meetings of the PBC will be held on Wednesday May 6th and 20th, starting at 7:00 PM, as virtual meetings

Meeting adjourned: 9:00 PM

Respectfully submitted:

James N. Polando-Chair