

## Meeting Minutes

### Weston Permanent Building Committee

May 5, 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)	No		
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:**

- April 21, 2021. M/S. A/U.

#### **JST Project:**

- AG reported on site meeting to discuss the lighting dimmer equipment locations, door hardware, the stone wall re-build and condenser screening options. All went well and the meeting was productive.
- GJ reported that he will be talking to Wirth Assoc. about preparing sketches for the stone wall (along BPR) repair and the condensing unit screen.
- GJ discussed the potential of a new sign for the JST but will review the condition of the original sign with the working group to determine the appropriate path forward. The ToW removed the existing sign and the hardware, and they are stored at the Case House.
- JDS presented BWA's monthly invoice in the amount of \$14599.00 and recommended approval. M/S. A/U.
- JDS presented BWA's reimbursable expense invoice in the amount of \$2,051.50 for special inspections and recommended approval. M/S. A/U.
- JDS presented Pay Requisition # 15 in the amount of \$581,607.06 and recommended approval. M/S. A/U.
- JDS presented CO # 9 in the amount of \$126,394.80 and recommended approval as it includes previously approved PCO's. M/S. A/U.
- JDS presented PCO #56 back charges for structural redesign work for a credit amount of (\$5,405.00) and recommended approval. M/S. A/U.
- JDS presented PCO #65R1 for adding floor drains in the commercial kitchen area in the amount of \$2,684.19 and recommended approval. M/S. A/U.
- JDS presented PCO #77 for plaster modifications in the amount of \$21,604.58 as a not-to-exceed cost and recommended approval. M/S. A/U.
- JDS presented the modified project schedule as submitted by MOCC and noted that it now establishes substantial completion for subcontractors to be September 13, 2021. JDS agrees that this is an improvement, but more discussion with MOCC is scheduled.

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

- GJ has received a proposal from CBI and is beginning negotiations of scope and fee. Looking to complete discussions next week and move ahead.

#### **Case House:**

- GJ reported no updates at this time.

#### **MSBA HS Building F roof replacement:**

- GJ reported that the BWA (Project Architect) proposal is due anytime and the OPM Proposal is for \$15,000 as a not to exceed cost and is for schematic design phase services only. First reaction is it appears too high and GJ will check with MSBA and pursue lowering.

#### **Sustainability Committee:**

- Nothing to report.

**Next Meeting:**

- The next meeting of the PBC will be held on Wednesday May 19<sup>th</sup> starting at 7:00 PM, as a virtual meeting.

Meeting adjourned: 8:12 PM

Respectfully submitted:

James N. Polando-Chair