Meeting Minutes

Weston Permanent Building Committee

May 20, 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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<tr>
<td>Teddy Bascom (TB)</td>
<td>No</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>
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<tbody>
<tr>
<td>Henry Stone</td>
<td>Historic Commission</td>
<td>Lee McCanne Facilitator</td>
<td>Weston IT</td>
</tr>
<tr>
<td>Justin Woodside</td>
<td>Weston FD</td>
<td>Jen DosSantos (JDS)</td>
<td>CBI Consulting</td>
</tr>
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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 7:25 PM, due to the chairs difficulty in getting into the session.

Public Comment:

- None.

Meeting Minutes:

- May 6, 2020 with edits, M/S. A/U.

JST Project:

- AG reported on the construction progress, and a general overview of issues.
- Discussion about removal/replacement of some “breastwork” and impact on the building.
- Discussion about the retaining wall exposed finish and color and agreement that a shop drawing to record the numerous iterations was required to be submitted for approval/record.
- AG reported that the elevator graphics had been delivered, as stated earlier.
- A discussion about the new columns to be used to support the front porch roof concluded that the columns were to include “entasis” as a requirement of the TOW. DB to discuss with HNE, and report to working group.
- ASI and PCO reports discussed and JDS to add columns in spreadsheet to track reason for change, Unforeseen Condition, Owner Change, Document Error.
- GJ shared the MWE construction administration fee question with the PBC for information only. GJ working through the issue and will report progress when available.
- GJ presented MWE invoice for $14,000.00, JDS recommended approval based on percentage complete. M/S. U/U.

WAIC:
- GJ reported that the close-out negotiations are complete and within the allocated monies.
- GJ reported that some of the documentation to complete the close out is still outstanding.

Case House:
- GJ reported on the status of the open items and noted that the contractor is working to close these out.
- DB asked if the display cases have been installed in the Lobby and GJ noted that they are in their respective locations but require securing in-place.

Main Fire Station Chiller Replacement:
- GJ reported that the WFD will allow start-up of the unit and access with proper PPE.
- GJ has notified the contractor of this and they have acknowledged the request.

Sustainability Committee:
- PB reported that the MAPC kick-off meeting is scheduled for early next week.
- PB reminded everyone that the Climate Action Resiliency Meeting is scheduled for June 4th and PBC members are invited to attend as a lot of the carbon footprint issues may relate to the TOW buildings.

HS/MS Feasibility Study:
- PBC noted receipt of updated warrant article.

Field School Solar Installation:
- GJ reported that it is generally complete, and the warranty issues are being addressed.
- GJ in regular contact with Solect’s Matt Shortsleeve.

COA Programming Study:
- NL reports no known activity.

Fire Department Facility Study:
- GJ reported as being on hold due to the current pandemic and this was confirmed by Deputy Chief Woodside.
Next Meetings:

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

Meeting adjourned: 8:50 PM

Respectfully submitted:

James N. Polando-Chair