

Meeting Minutes

Weston Permanent Building Committee

April 22, 2020

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	Danielle Black (DB) Case House	Yes
Teddy Bascom (TB)	Yes		
Jim Polando (JNP)	Yes		
Gary Jarobski (GJ)	Yes		

Others Present:

Name	Affiliation	Name	Affiliation
John Sayre-Scibona (JSS)	DTI/OPM	Henry Stone	Historic Commission
Justin Woodside	Weston FD	Al Aydelott	Friend JST
Lee McCanne Facilitator	Weston IT	Jen DosSantos (JDS)	CBI Consulting

List of abbreviations: A/U=Approved Unanimously. M/S=Moved and Seconded. PCO=Proposed Change Order. CO=Change Order. DTI=Design Techniques Inc. T&M=Time and Materials. HNE=Historic New England. OPM=Owner's Project Manager.

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:
 - 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.
 - PCO#5 for \$1,293.51 M/S. A.U.
 - PCO for ledge discovery is still being redesigned.
 - PCO for lowering the electric room floor being designed.
 - PCO for repair of a rotted beam uncovered during demolition, in the Connector.
 - PCO for the Connector structural issues encountered.
 - 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