

## Meeting Minutes

### Weston Permanent Building Committee

May 20, 2020

<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.	Yes
Laura Mintz (LM)	Yes	Danielle Black (DB) Case House	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>
Henry Stone	Historic Commission	Lee McCanne Facilitator	Weston IT
Justin Woodside	Weston FD	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 7:25 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 4<sup>th</sup> 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 3<sup>rd</sup> and 17th, starting at 7:00 PM, as virtual meetings.

Meeting adjourned: 8:50 PM

Respectfully submitted:

James N. Polando-Chair