

## Meeting Minutes

### Weston Permanent Building Committee

February 1, 2017

<b>PBC Members</b>	<b>Present</b>	<b>Temporary Members</b>	<b>Present</b>
Dante Angelucci (DA)	No	Melissa Galton (MG) COA	No
Neil Levitt (NL)	Yes	Sarah Rhatigan (SR) WAHT	No
Josef Gazzola (JG)	Yes	Danielle Black (DB) Case House	Yes
Bob Ferguson (BF)	Yes	John Thompson (JT) WAIC	Yes
Jim Polando (JNP)	Yes		
Gary Jarowski (GJ)	Yes		

Others Present:

<b>Name</b>	<b>Affiliation</b>	<b>Name</b>	<b>Affiliation</b>
Ben Pollimer	Facilities	Andrew Black	Student
Tom Seldorf	Resident		

A meeting of the Weston Permanent Building Committee was held, as duly posted at 7:30 PM, at the Case House.

Meeting called to order at 7:35 PM.

#### **Public Comment:**

- None.

#### **Meeting Minutes:**

- Minutes of 1/25/2017 moved and seconded. Accepted unanimously.

#### **Proctor Field:**

- Mark Novak of Activitas and Tom Scarlotta of BH+A presented the design progress on the field and concession/toilet room building. The concession/toilet room building has developed into a building with a basement storage area, and all doors on the North, East and South elevations which allows building into the natural grade. The building material is to be developed and the following requests were made:
  - Exterior to be masonry with easy to clean finish.
  - Foundation to be poured in-place concrete, in lieu of block.
  - Grade mounted drinking fountain to be provided, in lieu of building mounted.
  - Plumbing fixtures to be durable and final selections need to include review by the facilities department for cleaning, water conservation, ease of winter draining, and replacement.

- The base of the exterior walls need a course or two of different color material to separate the wall color and material from the surrounding asphalt.
- The Architect noted that the building construction will incorporate steel framing and concrete floors, and epoxy flooring in the concession area. He noted that the number of fixtures and layouts have been reviewed by the Weston Building Commissioner and are acceptable.
- Wiring or conduit for security and communication to be included in the design.
- It was noted that the existing plaque will be relocated to the new building.
- A motion to accept the progress design, and continue with material selection and final design was seconded. Accepted unanimously.

**BSA Boiler replacement:**

- GJ presented an additional scope for adding hot water sensors to the domestic water system and report data to the new BMS system for a cost of \$2,490. This amount remains in the budget and has been accepted by the BSA management. Moved, seconded and accepted unanimously.
- GJ presented an additional scope for adding repair of the cooling tower controls for a cost of \$2,250. This amount remains in the budget and has been accepted by the BSA management. Moved, seconded and accepted unanimously.
- GJ noted that all other work is complete.

**WAIC Update:**

- GJ reported that a kick-off meeting was held, and an additional meeting is scheduled for 2:00 PM on February 2 to accommodate the request of the WAIC that Adriene Giske be engaged with the design team at this phase of the project to relate her work and understanding of the project.
- Tom Seldorf reminded the group that the construction cost estimates are to be presented as “shell-core” and “tenant improvements” in separate estimates so the group that I promoting a restaurant in the Old Library is given the opportunity to put cost proposal together before the construction work for the WAIC is begun. GJ to notify the design firm and OPM of this request.

**School Administration Building Renovation:**

- GJ to move ahead with continued fee discussions.

**Annual Report:**

- Version 3, dated 2/1/2017 distributed for review and comment by PBC members and Facilities Department. Noted that the report is due on February 11<sup>th</sup>, prior to our next meeting.
- Motion to accept with final edits as submitted by the reviews, seconded, and accepted unanimously.

**Next Meeting:**

- The next meeting of the PBC will be held on February 15, 2017, starting at 7:30 PM. Meeting to be held at Case House.

Meeting adjourned: 9:15 PM

Respectfully submitted:

James N. Polando-Chair