

Meeting Minutes

Weston Permanent Building Committee

January 5, 2022

PBC Members	Present	Temporary Members	Present
Teddy Bascom (TB)	Yes	Adrienne Giske (AG) Friends JST	Yes
Walter Chaffee (WC)	Yes	Phoebe Beierle (PB) Sustain. Rep.	No
Neil Levitt (NBL)	Yes	Tom Timko (TT) Elderly Hsg. Comm.	No
Vacant			
Jim Polando (JNP)-Chair	Yes		
Gary Jarobski (GJ)	Yes		

Others Present:

Name	Affiliation	Name	Affiliation

List of abbreviations:

A/U=Approved Unanimously

BWA=Baker Wohl Associates

CO=Change Order

CDs=Construction Documents

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, at the Case House and called to Order at 7:02 PM.

Public Comment:

- None.

Meeting Minutes:

- December 15, 2021, with edits M/S. A/U.

JST Project:

- AG reported on the working group meeting held on the 4th of January.
- AG noted that the FOJST are working with the Town Manager and with a representative of the Select Board on the contract between the TOW and the FOJST.
- GJ reported that Substantial Completion is coming closer, and the Building Department is currently checking to verify that all required documents have been received. GJ to check on the status on 1/6/22.
- GJ noted that the contractor, MOCC, will not accept any additional work requests so that their contract can be closed out. This is understood by the OPM and Design Team.
- GJ noted that one of the Facilities staff members will occupy the building as soon as we receive a Certificate of Occupancy so the building will be occupied to satisfy our TOW insurance requirements.
- GJ reported that a small electric space heater will be provided by Facilities in the Dry-Sprinkler room, as there is currently no heat, and the room contains water-filled piping.
- GJ reported that the Board of Health is satisfied with the documents received by MWE to facilitate project closeout.
- GJ reported that the glass panels for the second-floor lobby and the rear corridor have been installed. The second floor installation is not acceptable as the glass is not clear as specified and noted on the submittals. The current installation is acceptable for substantial completion, and a Certificate of Occupancy but must be replaced with clear glass. MOCC recognizes their mistake and will correct by providing clear glass.
- GJ presented a phased Substantial Completion program as there are items (primarily planting) that cannot be completed until the spring of 2022. PBC agrees with the approach.
- GJ presented PCO #163 in the amount of \$1,528.30 for furnishing interior storm windows on 3 windows that were not accounted for in the Contract Documents, and recommended approval. It was noted that these items will be installed by the TOW under the Facilities group. GJ will confirm that the required measurements of the windows will be accomplished by MOCC. M/S. A/U.
- GJ presented a proposal from Trellis Structures received from MOCC for furnishing the materials for the structure to screen the top of the HVAC condensing unit at the rear of the barn in the amount of \$19,440.00. GJ noted that MOCC will not agree to install the material, so the Facilities Group will need to contract for the installation and requested an additional \$3,000.00 for the contractor to source the materials. This amount is an allowance and will be managed by the Facilities group. M/S. A/U.
- GJ presented a BWA invoice in the amount of \$8,760.00 and noted CBI's recommended approval. M/S. A/U.
- GJ presented issues with the exterior fence as the specified material and the material used for the mock-up are not the same. After discussion about cost differences, which were not specified, and durability issues, a motion to authorize GJ to resolve this with MOCC so that all fence sections are the same material and there are no additional costs, was accepted.

Middle School RTU Replacement:

- GJ communicating with design team to issue documents for construction bidding ASAP.

Brook School Apartments Tenant Storage Project:

- GJ no update.

High School F Wing Roof Replacement:

- GJ reported that some of the required building materials are long-lead due to supply chain issues and are expected to take 6-8 months to procure after approvals. This will not coincide with the design schedule intent to facilitate summer construction. GJ to discuss options with the design team and MSBA to determine a modified approach to the bidding and construction phase of the project.
- GJ has discussed proceeding with the construction phase during the school year, and the Superintendent of Schools will not accept this amount of noise and disruption during occupied school hours. GJ to revisit with the Superintendent of Schools for reconsideration.
- GJ presented a P3 invoice in the amount of \$2,500.00 and recommended approval. M/S. A/U.

Memorial Pool Renovation Project:

- GJ noted progress and discussions between the design team and the Recreation working group.
- GJ reported that an invoice for 50% of the existing conditions phase of work has been received and forwarded to the Recreation Director for review and comment.

Next Meeting:

- The next meeting of the PBC will be held on Wednesday January 19th, 2022, starting at 7:00 PM, in the Case House large conference room.

Meeting adjourned: 8:22 PM

Respectfully submitted:

James N. Polando-Chair