

Meeting Minutes

Weston Permanent Building Committee

February 2, 2022

PBC Members	Present	Temporary Members	Present
Teddy Bascom (TB)	Yes	Adrienne Giske (AG) Friends JST	No
Walter Chaffee (WC)	No	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
Jenne DosSantos	CBI/JST OPM	Justin Woodside	Dep. Chief/WFD

List of abbreviations:

A/U=Approved Unanimously

BWA=Baker Wohl Associates

CO=Change Order

CDs=Construction Documents

CBI=CBI Consultants

EHC=Elderly Housing Committee

HNE=Historic New England

M/S=Moved and Seconded

NTE=Not to Exceed

OPM=Owner's Project Manager

PCO=Proposed Change Order

SB=Select Board

T&M=Time and Materials

ToW=Town of Weston

WFD=Weston Fire Dept.

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 7:03 PM.

Public Comment:

- None.

Meeting Minutes:

- January 19, 2022, M/S. A/U.

JST Project:

- GJ reported that he received a letter dated 1/28/2022 from MOCC requesting Substantial Completion, and it will be granted when an agreement to complete all unfinished items is signed by both parties.
- JDS presented the final list of PCO's and recommended approval, as follows:
 - 80 R7 \$17,204.34 SI #59 R1 Revise Attic FP & SI #77 Extended Side Walls
 - 114 R4 \$15,256.55 SI 73 Siding
 - 120 \$2,130.38 Connector Footing T&M - left off of PCO 033R2
 - 125 \$8,074.16 SI 107-1 Bluestone Curb Revision
 - 129R1 \$17,417.59 Landscape changes
 - 132 \$(8,733.34) SI 123 Tree Credit
 - 133 \$13,223.52 SI 121 Misc. Items
 - 134 \$3,399.66 Stewartia Replacement
 - 135R1 \$2,398.38 SI 59R2 Electrical T&M
 - 136 \$7,671.90 Keying and Hardware Changes
 - 142R1 \$3,082.35 Condensate Drains, Relocate AC4
 - 143R2 \$7,571.76 SI 104-2 Replace Windowsill and Trim
 - 144 \$1,813.51 Ramp Detailing, Light, Paint Track
 - 145R1 \$2,862.61 SI 109 Front Patio Changes (T&M) we have 109-3 slip
 - 146R1 \$4,989.38 SI 112 Termite Damage
 - 147R2 \$7,792.23 SI 114 Misc. Items
 - 151R1 \$7,657.08 SI 120 Misc. Items
 - 152 \$9,349.07 New Boulder Walls Around Chicken Coup and North Side of Parking Lot
 - 153R2 \$1,970.18 SI 130 Bluestone Drip Strip Edging
 - 154R2 \$491.89 SI 100 Copper Pan Flashing at Window E205J
 - 155 \$1,225.32 Misc. Punch Items
 - 156 \$6,970.57 SI127 Additional Heat (Back of House Upcharge for Heater)
 - 157 \$1,326.42 Pergola Power (Line Power Outlet)
 - 158 \$420.04 Si 107 Electrical Portion
 - 159 \$3,952.88 SI 114R2 Reroute Refrigerant Lines
 - 160R1 \$(13,639.00) Unit Cost Reconciliation
 - 161 \$1,138.95 Extra Door Locks
 - 162 \$4912.23 SI 61 Bioclear Cleanouts
 - 163 \$1,528.30 SI 131 Interior Storm Windows (3 Additional Units)
 - 164 \$444.88 Relocation of Path Lights
 - that we will respond the project has received a Certificate of Occupancy, a major milestone.
 - Motion to accept, seconded. A/U.
- JDS presented PCCO #18 in the amount of \$66,162.71 and recommended approval. M/S. A/U.
- JDS presented Pay Requisition #24 in the amount of \$62,854.53 and recommended approval. M/S. A/U.

Middle School RTU Replacement:

- GJ reported that the Construction Documents have been completed, and the project will be issued for bidding next week.

Brook School Apartments Tenant Storage Project:

- GJ reported that the Construction Documents will be completed shortly.

High School F Wing Roof Replacement:

- GJ reported that the design team has been given the go-ahead to complete the Construction Documents. The bid documents will be crafted to allow bid amounts to be based either on a Construction Phase to take place in the summer of 2022 or else during the summer of 2023 with bids amounts reflecting separate costs of the two options.
- GJ presented an invoice from P3 in the amount of \$1,500.00 for 60% CD Phase completion and recommended approval. M/S. A/U.

Memorial Pool Renovation Project:

- GJ reported that the design team has scheduled meetings with the Board of Health, Conservation Commission, and with other Town regulatory authorities to begin the approval processes.

Fire Department Needs Analysis Project:

- Discussion about approach for developing an RFP (Request for Proposal) to solicit interested and qualified firm to undertake a programming study to determine the requirements for the WFD in both the near and longer terms, based on the Collins Center Operation Report, and the WFD needs.
- First step is to develop the draft framework for an RFP and begin the review process by the WFD, PBC, SB and Town Manager. GJ to begin the process and forward to all parties.
- Based on the narrow focus of the project, and the limited number of stakeholders, it was decided that a working group to develop the RFP was unnecessary.

High School/Middle School Campus Master Plan Study:

- Discussion about the project scope and breadth of the study it was agreed that a working group need to be formed to facilitate the development of an RFP.
- GJ to contact the School Superintendent to request working group member list. School Committee will need to assign an individual, or individuals to serve on the working group.
- GJ to begin a list of scope items to be included in the RFP, as a starting point.

Annual Report:

- PBC made a few final edits to the draft report dated 1/30/2022 and voted unanimously to accept with the edits.

Next Meeting:

- The next meeting of the PBC will be held on Wednesday February 16th, 2022, starting at 7:00 PM, in the Case House large conference room.

Meeting adjourned: 9:45 PM

Respectfully submitted:

James N. Polando-Chair