

Meeting Minutes

Weston Permanent Building Committee

March 2, 2022

PBC Members	Present	Temporary Members	Present
Teddy Bascom (TB)	Yes	Adrienne Giske (AG) Friends JST	No
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
Deputy Chief Woodside	Weston FD		

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 7:00 PM.

Public Comment:

- None.

Meeting Minutes:

- February 16, 2022, with edits. M/S. A/U.

JST Project:

- GJ reported that the MOCC landscape contractor has agreed to finish the contracted work and plan to start on May 9th.
- GJ noted that MOCC will be starting the fence work soon and plan to be complete by the End of March.
- GJ reported that the second-floor glass panels are due in mid-March.
- GJ reports that the condenser screen material has been ordered through MOCC.
- GJ also noted that Substantial Completion date is being negotiated and full completion will be in phases to include deferred work.
- GJ stated that there are no current issues that the PBC needs to act on.
- GJ stated that there has only been one meeting between the Friends of The JST and the SB to date. Other meetings that were scheduled have not taken place.

Middle School RTU Replacement:

- GJ reported that the second walk through took place and was attended by several contractors.

Brook School Apartments Tenant Storage Project:

- GJ reported that he had a discussion with Tom Timko about timing and construction funding and Tom implied that he may not try to get this project funded at the 2022 Annual Town Meeting.
- GJ also reported that Tom has not asked the Facilities Group or the PBC for assistance with construction budgeting as of this date.

High School F Wing Roof Replacement:

- GJ reported that the final CD's have been forwarded to the PBC for review and comment.
- GJ is working on the front-end with the design team.
- GJ stated that the project will be issued for bidding by mid-March.

Memorial Pool Renovation Project:

- GJ distributed drawings for PBC review and comment, also with a memo outlining the design schedule. The memo proposed submitting CD's for contractor bidding by April 6, 2022 so that bids could be received before Annual Town Meeting.
- After review of the documents it was apparent that finishing the documents in 5 weeks is considered too aggressive based on the preliminary nature of their current status, and that the PBC would not support the proposed schedule.
- The PBC requested GJ to notify the Recreation Commission and the design team of our position.

Fire Department Study:

- PBC discussed comments from each member review of the draft RFP previously emailed to all members.

- Deputy Chief Woodside stated his list of issues are important elements of the study and it was agreed that his list would be attached to the RFP as important study items.
- PBC requested a final version of the RFP be prepared for the next meeting, anticipating a vote to approve and issue for soliciting design/programming teams.

Building Plaques:

- GJ presented photos of plaques for three previous projects as examples for consideration.
- The following stipulations for plaques should be:
 - All plaques should be 18" x 12" in a horizontal position.
 - The Town Seal is to be on all plaques.
 - School Building plaques should be different from non-school buildings.
- GJ suggested going to one of the plaque makers to mock-up a standard and return to PBC for further discussion.

Invoices:

- GJ presented BH+A invoice for the Memorial Pool Project in the amount of \$7,250.00 and recommended approval. M/S. A/U.
- GJ presented BH+A invoice for the Memorial Pool Project in the amount of \$26,250.00 and recommended approval. M/S. A/U.
- GJ presented CBI invoice for the Brook School Storage Project in the amount of \$15,225.00 and recommended approval. M/S. A/U.
- GJ presented CBI invoice for the Brook School Storage Project in the amount of \$2,030.00 and recommended approval. M/S. A/U.

Next Meeting:

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

Meeting adjourned: 9:15 PM

Respectfully submitted:

James N. Polando-Chair