

Meeting Minutes

Weston Permanent Building Committee

April 7, 2021

PBC Members	Present	Temporary Members	Present
Walter Chaffee (WC)	Yes	Adrienne Giske (AG) Friends JST	Yes
Neil Levitt (NBL)	Yes	Phoebe Beierle (PB) Sustain. Rep.	Yes
Laura Mintz (LM)	Yes		
Teddy Bascom (TB)	Yes		
Jim Polando (JNP)	Yes		
Gary Jarobski (GJ)	Yes		

Others Present:

Name	Affiliation	Name	Affiliation
Jenne DosSantos (JDS)	CBI Consulting	Tom Timko	EHC
Justin Woodside	Weston FD	Kortni Wroten	Weston Sustain. Coord.

List of abbreviations:

A/U=Approved Unanimously

BWA=Baker Wohl Associates

CO=Change Order

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, as a virtual meeting via the Zoom platform. Called to Order at 7:02 PM.

Public Comment:

- None.

Meeting Minutes:

- March 17, 2021, with edits. M/S. A/U.

Brook School Apartments Tenant Storage Project:

- Presentations for design services were conducted and the two firms were requested to highlight why they believed they would be the best option for the TOW. Each firm presented separately and were asked to avoid a presentation of their past experience and since participants had read and pre-qualified their firms.
- Gienapp, represented by Dale Gienapp, Mike Nee and Dale Willgert presented their thoughts, and reasons for their firm to be selected.
- CBI, represented by Steve Watchhorn and Greg Christianson presented their thoughts, and reasons for their firm to be selected.
- Post presentation discussion concluded that either firm would be acceptable, and that CBI appeared to offer the TOW a slightly better team as they included a code consultant and an engineering partner in BLW that was more familiar to many.
- Our preference for having the design complete and construction bids in hand prior to STM in the fall of 2021 was stated and acknowledged by both firms.
- A roll call of those voting recommended CBI be the first choice and Gienapp our second. M/S. A/U.
- GJ to confirm the results to both firms and enter into contract discussions as soon as possible.

JST Project:

- AG reported on the site meeting to review the plaster repair mock-ups and a general walk-through of the building, which included a review of the Summer Kitchen south wall and HVAC elements in the room.
- GJ reported that a discussion with Wirth Associates about changes to coordinate plantings directly to the north of the connector would result in an additional design fee. As this is deemed necessary, it is acceptable to request a formal proposal.
- JDS noted that MOCC had produced an updated project schedule, and it was not accepted based on numerous inconsistencies and there was no documented justification submitted that could be construed as effecting the critical path of the project. The comments were sent to MOCC in writing for their information and schedule re-work. The PBC again requested that MOCC produce a “recovery schedule” to make all reasonable efforts to bring the project substantial completion as close to the original completion date as possible.
- JDS presented BWA’s monthly invoice in the amount of \$14599.00 and recommended approval. M/S. A/U.
- JDS presented CO #8 and recommended approval, as it contains previously approved PCO’s. M/S. A/U.
- JDS presented Pay Requisition #14 in the amount of \$607,128.35 and recommended approval. M/S. A/U.
- JDS presented PCO #71 for adding electrical power for the septic pump station in the amount of \$10,000 as a not-to-exceed cost and recommended approval. M/S. A/U.
- JDS presented PCO #73 for miscellaneous electrical recircuiting in the amount of \$1,600.00 as a not-to-exceed cost and recommended approval. M/S. A/U.

- JDS presented PCO #74 to change various light fixture types and add CO detectors in the amount of \$3,345.00 as a not-to-exceed cost and recommended approval. M/S. A/U.
- JDS presented PCO #75 to change various light fixtures in the basement and crawl spaces in the amount of \$2,400.00 as a not-to-exceed cost and recommended approval. M/S. A/U.
- JDS presented PCO #76 to for revisions to HVAC and adding heat detectors in the amount of \$3,100.00 as a not-to-exceed cost and recommended approval. M/S. A/U.
- JDS presented PCO #60R for the restructuring of the connector dormer in the amount \$102,521.75, noted prior approval of a NTE \$102,000.00, and recommended approval. M/S. A/U
- JDS presented PCO #69R1 to revise the steel supports in stair #1 in the amount of \$28,801.41 and recommended approval. M/S. A/U
- GJ presented the monthly CBI invoice in the amount of \$30,338.00 and recommended approval. M/S. A/U.

Case House:

- GJ reported no updates at this time.

Sustainability Committee:

- PB stated that the Climate Action Plan is expected to be ready in draft form by April 14th and that all PBC members should review and comment.
- GJ and PB noted there are some security issues with the Field School PV solar dashboard and these are being worked on by Solect Energy.
- GJ introduced Kortni Wroten, as our sustainability coordinator. All welcomed her to the team.

Fire Department Study Report:

- JNP noted a discussion with two of the Collins Center Study group to share thoughts for their consideration, and to offer access to all PBC members if they wish to be interviewed. If any members wishes, please email jnpolando@gmail.com to request a session.

Next Meeting:

- The next meeting of the PBC will be held on Wednesday April 21st starting at 7:00 PM, as a virtual meeting.

Meeting adjourned: 9:55 PM

Respectfully submitted:

James N. Polando-Chair