

Meeting Minutes

Weston Permanent Building Committee

July 13, 2022

PBC Members	Present	Temporary Members	Present
Teddy Bascom (TB)	No	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
Dan Colli	No		
Jim Polando (JNP)-Chair	Yes		
Gary Jarowski (GJ)	Yes		

Others Present:

Name	Affiliation	Name	Affiliation
Chris Fitzgerald	Rec. Director		

List of abbreviations:

A/U=Approved Unanimously

NTE=Not to Exceed

BH + A=Bargmann Hendrie + Archetype

OPM=Owner's Project Manager

CO=Change Order

PCO=Proposed Change Order

CDs=Construction Documents

SB=Select Board

EHC=Elderly Housing Committee

T&M=Time and Materials

HNE=Historic New England

ToW=Town of Weston

M/S=Moved and Seconded

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:

- June 15, 2022, with edits, M/S. A/U.

JST Project:

- GJ still awaiting the report from Wirth Assoc. He was emailed and called numerous times over the past few weeks without success. The final payments to the landscape contractor and the irrigation contractor are pending. The PBC has authorized payment pending receipt of the Wirth

report. GJ to discuss with the town manager about releasing the funds without the report, and the PBC will support this approach.

Middle School RTU Replacement:

- GJ reported that the Unit is scheduled for installation in April of 2023.

High School F Wing Roof Replacement:

- GJ reported that the contractor has suggested delaying all work until all of the material can be secured. This has no additional costs associated with the delay and the PBC supports this approach.
- Invoice in the amount of \$1,200.00 from P3 for 5% CA phase services. M/S. A/U.

Memorial Pool Renovation Project:

- GJ distributed the previous project budget with edits.
- GJ distributed a copy of WC's comments.
- Discussion related to the incompleteness of the documents and if the PBC would allow the project to go out to bid.
- Discussion that the previously stated 12% contingency was for CA phase, later discovered this to be incorrect. Request to add a CA phase contingency of 12% to the total construction cost and modify budget to reflect changes noted by GJ. JNP to assemble updated budget prior to the next CPC meeting.
- GJ reported that the Purchasing agent has reviewed the front end provided by Scarlata and found it acceptable.
- Schedule for bidding is set for July 20, 2022.
- PBC remains concerned about the completeness of the documents and needs to adjust the meeting schedule, due to the design firm's failure to comply with the schedule and contract.
- PBC reserves the right to stop the project if it considers the Construction Documents (issued on 7/20/2022 for contractor bidding) deficient enough to warrant the stoppage.
- GJ to request the calculation for the turn-over rate of the pool from the design team.

Next Meeting:

- The next meeting of the PBC will be held on Monday, July 25th starting at 7:00 PM, in the Case House large conference room.

Meeting adjourned: 8:30 PM

Respectfully submitted:

James N. Polando-Chair