

## Meeting Minutes

### Weston Permanent Building Committee

October 18, 2023

<b>PBC Members</b>	<b>Present</b>	<b>Temporary Members</b>	<b>Present</b>
Walter Chaffee (WC)	Yes	Phoebe Beierle (PB) Sustain. Rep.	No
Neil Levitt (NBL)	Yes		
Daniel Colli (DC)	No		
Teddy Bascom (TB)	Yes		
Jim Polando (JNP)	Yes		
Gary Jarobski (GJ)	Yes		

Others Present:

<b>Name</b>	<b>Affiliation</b>	<b>Name</b>	<b>Affiliation</b>
Chief Woodside	Weston FD	Dep. Chief Davenport	Weston FD

#### List of abbreviations:

A/U = Approved Unanimously

OPM = Owner's Project Manager

CO = Change Order

PCO = Proposed Change Order.

EHC = Elderly Housing Committee

SB = Select Board

M/S = Moved and Seconded

T&M = Time and Materials.

NTE = Not to Exceed

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 7:00 PM.

**Public Comment:** None

#### **Meeting Minutes:**

- September 28, 2023, M/S. A/U.
- October 4, 2023, with edits. M/S. A/U.

#### **Fire Department Needs Study:**

- Chief Woodside reported that an open house at the central station will be held on October 21<sup>st</sup>.
- There is a Finance Committee meeting scheduled for October 26 to consider supporting the article at the Special Town Meeting.
- The Special Town Meeting warrant is expected to include the request for design and bidding funds, if voted by the SB.
- Chief Woodside and Lisa Yanakakis will take the lead in developing a public information plan.

**Town Hall Electrification Study:**

- Julie Gagen is still working on incorporating electrical use data into a model that will more closely estimate the future electrical use of the building.

**High School/Middle School Campus Study:**

- GJ reminded all that Town Meeting authorized \$80,000 for the study and an additional \$120,000 is being used from the Facilities Capital budget for a total of \$200,000 for the phase one study.
- GJ estimates that Phase 2 will cost about \$250,000 and a funding request for this is expected at Spring Town Meeting in 2024.

**Memorial Pool Renovation Project:**

- GJ presented PCO #22 for the additional cost to changes to a larger feature pump. GJ distributed a letter from BH+A committing to pay the extra cost directly to the contractor. Motion to withdraw PCO 22 from our responsibility, seconded. A/U.
- GJ distributed the final revised drawing for adding the pump station to the splash pad drainage system. No comments from the PBC and the contractor is developing a final cost proposal.
- GJ emailed the contractor and BH+A to add pump removal rails and a time clock to the controls. No objections noted.
- GJ presented two BH+A invoices; April in the amount of \$5,850.00 and June in the amount of \$9,750.00. M/S. A/U.

**Middle School RTU Replacement:**

- GJ reports that the control system graphics are still due to us and he has again reminded Siemens of the issues and the need to get them rectified.

**High School F Wing Roof Replacement:**

- GJ reported that we are still waiting for the coping to be installed and finalizing the controls.

**All Committee Report:**

- Report accepted. Suggestion to add a few words about our responsibilities include developing specifications, RFP's (requests for proposals) for design services, interviewing and selecting design firms, based on their related experience and ability to work well with the PBC and the project proponent.

**Next Meetings:**

- The next meetings of the PBC are scheduled for Wednesday November 1st and 15<sup>th</sup> in the Case House large conference room.

Meeting adjourned: 8:58 PM

Respectfully submitted:

Jim Polando