

**Permanent Building Committee  
Minutes of March 6, 2013**

**Present for the Building Committee was:** Chairman Ellis Neofotistos, Harvey Gagnon, Phil Thibault, Doug Dooley and Paul Jussaume (5:00p). Also present was Dennis E. Piendak, Town Manager and Samantha Carver recording secretary. The meeting was held at the Historic Society Building at 1660 Lakeview Avenue, Dracut, MA.

Present from Vertex Construction – Kevin Heffernan, Asst. Project Manager

Present from Johnson-Roberts – Phil O’Brien, Architect

Present from Town Departments – Mark Hamel, Engineer, Ann Vandal, Finance Director, Glen Edwards, Assistant Town Manager

The Chairman opened the meeting at 4:30 p.m.

### **Town Hall Project**

Mr. Hamel reported on the additional test pits that were dug on the sites behind the Town Hall to see if drainage would be a possibility at the top of the hill versus down below in the parking lot area. Mr. Hamel stated that there was a high water table however he felt that some of that was due to the snow melt. He thought that some sub service drainage could be put at the upper side of the property. Mr. Hamel stated that 3 to 4 feet down was a high water table. The Committee asked what type of soil they encountered in the areas of the test holes. Mr. Hamel stated it was gravel type and there was hardly any frost in the ground.

Mr. O’Brien went over a couple of the drawings he brought for the Committee’s review. He stated they are going to do a computer model to see how everything fits especially in the meeting room and lobbies. Mr. O’Brien brought interior elevations and ceiling plans. He asked the Committee if they’ve made any decision on the hazardous material proposal. The Committee did not have the paperwork and would look at it next meeting.

Mr. O’Brien went onto discuss the lighting for the building. He stated in the basement the lighting will be pretty simple; the main floor and second floor will have similar lighting fixtures so that you are not dealing with a lot of different bulbs etc. The Town Manager brought up having a board to post meetings on the outside of the building. Mr. O’Brien stated there is an area they have by the door to locate the board and it will have a glass, locking cover. They will most likely put the fire annunciator panel in the rear vestibule.

Mr. O’Brien was asked if he had any update on the cost estimate. He stated not at this time. Mr. Heffernan told the Committee that Mr. Lemieux got an estimate from Tarbell estimators which would be a review of the entire project at a cost of \$7,000. The Committee will decide whether to have two estimates by the next meeting. The drawings will be 75% in approximately three weeks.

There was a brief discussion on what could be cut from the project to bring the costs down if necessary. Mr. O’Brien stated that this building is pretty basic without a lot of frills. Mr. Heffernan stated on a past project they’ve swapped out wood doors for steel and made the elevator smaller while still meeting the code. Mr. O’Brien will ask the civil engineers about

potentially deleting the lower lot, or doing it as an alternate if it doesn't complicate the storm water management system.

The Chairman asked the neighbors who were present for this meeting if they had any questions. They did not at this time.

Mr. Neofotistos stated the next meeting on the Town Hall project will be in two weeks bringing us to March 20, 2013.

**Invoices**

Mr. Gagnon made a motion to approve Invoice #8 from Johnson Roberts Associates, Inc. dated March 1, 2013 in the amount of \$30,285.50 as recommended by Jon Lemieux of Vertex Construction Services Inc. Mr. Thibault seconded the motion. The motion carried unanimously.

Mr. Gagnon made a motion to approve Invoice #3574 from Mill City Environmental in the amount of \$2,400 for Phase I Environmental Assessment on 26 Champlain Street property. Mr. Thibault seconded the motion. The motion carried unanimously.

**Annual Report**

Mr. Gagnon made a motion to approve the Annual Report for 2012 for the Permanent Building Committee. Mr. Thibault seconded the motion. The motion carried unanimously.

**Minutes**

Mr. Gagnon made a motion to approve the minutes of February 20, 2013 as presented. Mr. Dooley seconded the motion. The motion carried unanimously.

**Adjourn**

Mr. Jussaume made a motion to adjourn the meeting at 5:30 p.m. Mr. Dooley seconded the motion. The motion carried unanimously.

**PERMANENT BUILDING COMMITTEE**

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