

**Permanent Building Committee
Minutes of January 16, 2013**

Present for the Building Committee were: Chairman Ellis Neofotistos, Harvey Gagnon, and Phil Thibault. 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.

Absent: Doug Dooley, Paul Jussaume

Town Hall Project

Jon Lemieux of Vertex was absent due to illness.

Present from Johnson-Roberts – Phil O’Brien

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

The Chairman called the meeting to order at 4:35 p.m. Mr. O’Brien had a set of preliminary design development documents which were sent to the estimator to show the Committee. Mr. O’Brien discussed the present plan with the committee and discussed the following items:

- Parking
- Storm water
- Entrances to the building
- Raised tables
- Hydrants
- Street signs during construction for road closing etc.
- Monuments relocation
- Granite sign like the library

The Committee discussed the water, gas and sewer lines and their locations. Mr. O’Brien will check on where they are currently and compare to see if they can be re-used on the new building rather than try and locate new. There was a discussion with a couple of the neighbors present who talked about the drainage and how currently in heavy rain the drainage on Montaup backs up and takes a few hours to dissipate after the rain.

Mr. O’Brien went over the design development plans and noted to the Committee that the landscaping and structural plans are not in the set at this time.

There was a discussion about flag poles and their location and how many of them would be put on the site. The discussion was three flag poles lighted and that two of them need to be shorter than the one that carries the U.S. Flag.

Mr. Piendak stated that at the public information meeting it will be televised and asked that the plans be colored to make them better to see on camera. The Permanent Building will host the meeting with the Board of Selectmen present. Mr. O’Brien will give the presentation of the plan for the town hall and any questions will be addressed after his presentation. The Committee will

meet prior to the 6:00 p.m. public meeting at 5:00 p.m. to discuss the anticipated estimate that is due before this meeting.

Invoices

The Committee reviewed two invoices received one from Vertex Construction and one from Johnson Roberts, Associates.

Mr. Gagnon made a motion to approve Invoice #6 from Johnson Roberts Associates dated January 11, 2013 in the amount of \$12,766.50 as recommended by Vertex Construction Jon Lemieux. Mr. Thibault seconded the motion. The motion carried unanimously.

Mr. Gagnon made a motion to pay Invoice #0016171 from Vertex Construction dated January 10, 2013 in the amount of \$1,062.50. Mr. Thibault seconded the motion. The motion carried unanimously.

High School Project

Invoices

The Committee reviewed an invoice from MGM Realty Trust for storage for the months of January and February 2013.

Mr. Gagnon made a motion to pay the invoice from MGM Realty Trust for the months of January for \$1,005 and February 2013 for \$1,005 as recommended by Andy Graham Supervisor of Buildings and Grounds. Mr. Thibault seconded the motion. The motion carried unanimously.

Architect – Additional Services

The Committee discussed the proposal from Frank Tedesco to keep Matt Schweitzer on site during the construction for an additional cost. Mr. Carroll had provided some information for the Committee in the form of a table which already shows that the architect fees are over the 10% maximum allowed by the MSBA for reimbursement. If additional fees are incurred they would be at the Town's cost.

The Committee discussed there being no wiggle room in the fee proposal as it stands. There will be further discussion with Mr. Carroll and others at the next meeting.

Minutes

The Committee reviewed the minutes of January 9, 2013. Mr. Neofotistos made one edit to page two to include "masons and laborers".

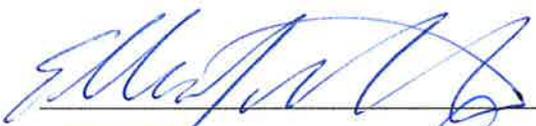
Mr. Thibault made a motion to approve the minutes of 1/9/2013 as corrected. Mr. Gagnon seconded the motion. The motion carried unanimously.

Adjourn

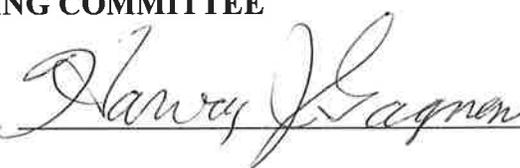
Mr. Thibault made a motion to adjourn the meeting at 7:00 pm. Mr. Gagnon seconded the motion. The motion carried unanimously.

The next meeting for Permanent Building will be January 23, 2013 for the High School Project.

PERMANENT BUILDING COMMITTEE







____ Absent: Paul Jussaume _____

____ Absent: Doug Dooley _____