Permanent Building Committee
Minutes of March 9, 2015

Present from the Permanent Building Committee: Ellis Neofotistos, Harvey Gagnon, Phil Thibault, Michael McNamara and Douglas Dooley. Also present Recording Secretary Samantha Carver. The meeting was held at the Town Hall, 2nd Floor Conference Room 62 Arlington Street, Dracut, MA at 3:00 p.m. and was posted within the forty-eight hour requirement.

Absent: Paul Jussaume

High School Project – DCAM Evaluation

Also present was: Steve Broadhead of Hill International, Owner's Project Manager
Andrew Graham, Supervisor of Buildings and Grounds for the School Department

Mr. Neofotistos opened the meeting at 3:02 p.m. He stated the sole purpose for calling this meeting was to discuss the DCAM Evaluation on CTA for the High School Project. Mr. Coghlin of CTA had phoned Mr. Neofotistos asking him if the Committee would consider doing the evaluation now because they were trying to prequalify for a big job in Beverly.

Mr. Neofotistos also had a copy of two editions of the CDC News which showed a project in Beverly, Massachusetts for a middle school to be built with MSBA funding for a total of $95 million dollars. Mr. Neofotistos stated CTA is looking to be pre-qualified for this project and that was the reasoning for their request for the Committee to do the evaluation.

Mr. Graham asked when the review was supposed to be done. From the DCAM form it states "within 70 calendar days from completion of the project or from the earlier termination of a contractor." Under Note: "A project is deemed complete upon use and/or occupancy, or upon issuance of a certificate of use and/or occupancy, or termination of a Building Project, whichever is earlier."

The Committee discussed this statement and discussion was although they have occupancy and beneficial use they feel the project is not completed because there is site work to be done in the Spring.

Mr. Thibault questioned whether the DCAM discussion can be done in open session or whether it needed to be in Executive Session. There was also a discussion whether they should consult with Town Counsel on doing this evaluation outside their normal procedure.

Attorney James A. Hall, Town Counsel was reached via phone and put on speaker phone for the benefit of the discussion. He advised not to change the usual course of action the Committee takes because it has no benefit for them. He stated that this type of evaluation is done in open session because it does not fit into one of the categories to go into executive session.

The Committee also mentioned to Attorney Hall that they have a request by Griffin Electric, which was the electrical contractor on the job, to come to a PBC meeting in April to discuss several items and two of them relate to payment and retainage on the High School Project.

The Committee asked Mr. Kalous, who was also on a speaker phone for this discussion, about the 50% DCAMM evaluation which was done on CTA. Mr. Kalous stated that that evaluation stands until the final one is done.

The Committee also would like to have the full Committee doing the evaluation on the project and currently Mr. Dooley and Mr. Jussaume are not present. (Mr. Dooley arrived at the meeting at 3:37 p.m.)

The consensus of the Committee was that on the advice of Counsel they would take no action on the evaluation at this time. They would like to have a full committee when they discuss the evaluation. Also in light of the fact that Griffin Electric wants to speak with the Committee they will hold off on any action on the evaluation.

Adjourn

Mr. Thibault made a motion to adjourn the meeting at 3:55 p.m. Mr. Gagnon seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE

Michael F. McNaw

Absent: Paul Jussaume