

**Permanent Building Committee
Minutes of September 3, 2014**

Present for the Building Committee was: Chairman Ellis Neofotistos, Harvey Gagnon, Doug Dooley, Michael McNamara and Paul Jussaume. Also present was James Duggan, Town Manager and Samantha Carver recording secretary. The meeting was held at the Historic Society Building at 1660 Lakeview Avenue, Dracut, MA.

Absent: Phil Thibault

HIGH SCHOOL PROJECT

Present for Hill International: Paul Kalous, Steve Broadhead, Kris Stephenson
Present from Mount Vernon Group: Matt Schweitzer
Present from the School Department: Andy Graham, Buildings & Grounds Supervisor

Mr. Broadhead stated that CTA will be on site for the next two months finishing up. There was a discussion on the balance of money left. Mr. Graham is looking for some additional items and the PBC suggested he make a prioritized list so that the PBC can go over it and decide which items to approve. There was a discussion on whether there was any acceleration costs on the job that may be coming before the PBC and if Hill had any idea what that costs are. Mr. Broadhead stated they have received some slips but they are not adding up to a whole lot.

CCD/PR Review

CCD 143 Provide labor and materials for 16 linear feet of cane rail at rear of auditorium for handicap seating locations; also needed near elevator lift as well. Approximate cost is estimated between ten and fifteen thousand.

Mr. McNamara made a motion to authorize CCD 143 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

CCD 144 Provide an additional sprinkler head in storage closet. Estimated cost \$1,500.

Mr. McNamara made a motion to authorize CCD 144 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Mr. Broadhead stated they will have PCO's on the C&D wing countertops for next week's meeting with a cost of approximately \$40,000.

FF & E – Some of the request for additional FF&E have been put on hold. The backordered ADA chairs will be arriving on Monday September 8th.

Commissioning

Mr. Broadhead stated that they were able to complete some functional testing on the HVAC however there are still items that need to be addressed and is ongoing.

CO 2's in Various Locations – Mr. Neofotistos asked about the missing C.O.2 items that were discussed a few meetings ago. Mr. Schweitzer stated these are in various locations and there are some on order. S.A.R. is resolving the issue as far as he understood.

Commission meetings continue to take place on Thursday morning at 9:00 a.m. and will continue through the end of September.

2-Way Communication – Mr. Stephenson stated that the check issued to 2-Way went to the wrong office and was never cashed so they have requested the Town do a stop payment and reissue the check to 2-Way Communications headquarters.

Utility Reimbursement – Mr. Stephenson and Mr. Neofotistos will sit down and go over these costs.

New Item – The loam on the site was tested and it is below the required organic content. It registered 1.9 when it should register between 5.5 and 7.5%. Mr. Broadhead stated he only received this information yesterday late afternoon. The PBC believes a credit should be issued for loam not received. Marshall Gary will review this issue.

Ribbon Cutting – There was a discussion on when the ribbon cutting for the project should be. The committee discussed middle of October.

Grand Piano – Mr. Graham reported on total of items that had eliminated from the music items which totaled \$23,000 so that they could purchase the grand piano.

Mr. McNamara made a motion to approve Darryl's Music Hall's proposal for the 6'1" grand piano in the amount of \$29,345. Mr. Gagnon seconded the motion. The motion carried unanimously.

Telephones

Mr. Broadhead stated there are about fifty phones that have not gotten finalized for the final phase of the project. Mr. Graham would prefer to see these phones universal versus programmed to each room.

Correction

In discussions with Mr. Graham on the maintenance Contract needed for the HVAC system it was learned that the maintenance contract for the HVAC equipment would be about \$30,000 per year not \$15,000.

Adjourn

Mr. Gagnon made a motion to adjourn the meeting at 5:48 p.m. Mr. Dooley seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE



Michael F. McNawe



