

**Permanent Building Committee  
Minutes of October 1, 2014**

Present for the Building Committee was: Chairman Ellis Neofotistos, Harvey Gagnon, Phil Thibault and Michael McNamara. Samantha Carver recording secretary. The meeting was held at the Historic Society Building at 1660 Lakeview Avenue, Dracut, MA.

Absent: Doug Dooley, Paul Jussaume

**High School Project**

Present from Hill International – Steve Broadhead, Kris Stephenson  
From Mount Vernon Group – Matt Schweitzer and Bill Peters  
Present from the School: Superintendent Stone and Andrew Graham, Buildings and Grounds

The Chairman called the meeting to order at 4:38 p.m.

Mr. Broadhead began the discussion on the agenda with stating that CTA is going through the punch list items and they have narrowed it down from 3500 items to 908 about 70% complete. There was a discussion on the benches out in front of the building that were to be removed and reinstalled by CTA which has not happened yet.

The Certificate of Insurance has been received from CTA and was in the packet. Hill International penned a letter in regard to the excavation of the loop line torn up by CTA that Proulx Electric ended up repairing for the Town. Mr. Neofotistos noted that the date should read July 22<sup>nd</sup>. The sketch supplied to CTA showing where the loop line was was provided by the Town's Engineering Department and was not part of Mount Vernon Group's drawings.

**CCD/PR Review**

CCD 153 – Add extension to one of the vehicular gates 4 to 5' extension. The approximate cost is \$1,500.

Mr. Thibault made a motion to approve CCD 153 as recommended. Mr. McNamara seconded the motion. The motion carried unanimously.

CCD 154 – Replace pull handle on emergency shower. Cost is approximately \$125 to \$150 for part. There are three to be swapped out.

Mr. Thibault made a motion to approve CCD 154. Mr. Gagnon seconded the motion. The motion carried unanimously.

CCD 155 – Power wash existing retaining wall in courtyard and at entrance to building lobby to see if paint is needed. There will be a separate CCD for paint.

Mr. Thibault made a motion to approve CCD 155 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

CCD 156 – Science room faucets gas/water – where the old faucets were taken out there is a space where the old faucets were taken out that the new faucets don't cover which needs to be filled, this was an unforeseen condition. There are twenty-four locations at approximately one and one half day labor.

Mr. Thibault made a motion to approve CCD 156 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

### **Construction Update**

Mr. Stephenson described the photograph as follows:

- Baseball field – asphalt and fences, home plate and backstop being put in
- Auditorium – orchestra pit stairs completed, panel on railing complete, projector and screen, lights under armrests installed;
- Courtyard – cap stone on wall being installed
- Two stamped concrete pads poured in court yard

Mr. Graham discussed training, plaques being installed, audio visual training and lighting training.

Ms. Schweitzer discussed substantial completion and stated CTA is still on track for 10/6/2014 however they won't have everything working. Superintendent Stone stated that he is having a meeting on the 8<sup>th</sup> in the auditorium which he was told would be done by the 6<sup>th</sup> and wanted to be sure he could at least put on a power point presentation and have a microphone for his meeting on the 8<sup>th</sup> of October.

Mr. Broadhead stated the Dracut Police Department have been working with the School on emergency protocol. Mr. Gagnon asked about the double door out to the court yard and the catch basin in the court yard. Mr. Graham reported that now that the hot top is out there the slope is not as bad. There was a discussion on the "creep" of the pattern on the stamped crete on the upper pad. No one has weighed in on a solution.

MA CHPS Analysis – MVG presented an additional service for work related to Transitional Skills MA CHPS Analysis, Mr. Broadhead had reminded that this scope was included in the design of the Transitional skills area; and MVG is withdrawing the additional service request. MVG also presented an additional service for LGCI, Mr. Broadhead requested MVG provide back-up information, should this work be back-charged to the Contractor.

### **Loam**

Four samples were taken one was in the front – all four samples failed for organic material. CTA submitted a soil amendment plan to add manure which should yield an acceptable mix. Mr. Broadhead stated that CTA owns establishing grass and they will hold money to make sure they come back. There is crab grass where they seeded. Next Spring they are supposed to come in with a weed kill. Mount Vernon should craft a detailed plan to direct the contractor to get the organic content where it needs to be now and get grass in the Spring.

The loam is already spread in the ball field, the whole site needs to be done. Mr. Neofotistos asked if another set of samples should be done in the ball field once organic material is down. CTA is missing the planting window as far as time goes. Mr. Peters stated they already have a plan for the grass. The Committee does not want to see this come back on the town. The Committee felt that they should get samples to confirm the material is suitable and stated that both CTA and Hill select where to take the samples. The infield is a different mix and should be fine.

### **Invoices**

Lowell Janitorial - \$6,064.61

Mr. McNamara made a motion to pay Lowell Janitorial \$6,064.61 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Insalco - \$9,824.52

Mr. McNamara made a motion to pay Insalco in the amount of \$9,824.52 for invoice 4679. Mr. Thibault seconded the motion. The motion carried unanimously.

Mr. McNamara made a motion to pay Insalco \$60,210.51 for invoice 4715 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

U Select It - \$3,270.00

Mr. McNamara made a motion to approve U Select It Invoice in the amount of \$3,270.00 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

School Health Corp. - \$494.45

Mr. McNamara made a motion to approve School Health Corp Invoice in the amount of \$494.45 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Heartland School - \$210.00

Mr. McNamara made a motion to approve Heartland's invoice in the amount of \$210.00 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

### **New Items**

Court yard dimensional issues – delete barrier rail and gate it has no value on this application. Mr. Peters will issue a CCD to eliminate this item and get the materials returned to the town.

Railing in court yard does not come all the way down to the ground. It needs an extension on the rail and anchoring to the ground.

Site trailers to be moved next week and the project team will be in Room A121 next to the health office and they will be using their cell phones to communicate.

### **Warranty Information**

Mr. Stephenson has reached out to 2-Way Communications for the documentation on the warranty and it will be sent to him. The installation is guaranteed for lifetime.

### **Ongoing**

Utilities – Meeting with Kris Stephenson and Ellis Neofotistos on 10/6/2014 strategy meeting

Loam – This was discussed earlier in the meeting

Ribbon Cutting – October 28, 2014 4 to 5:30 p.m.

Commissioning Meeting – these will continue through October, this is plagued with monitoring system issues

Piano – this will be coming in October the purchase order has been issued.

Mr. Neofotistos asked at what point do we just hold money and finish this ourselves. Mr. Broadhead stated that once we cohabitate with CTA in the room at the High School they'll get a better sense on how to handle the punch list issue.

Mr. Graham stated that the Town needs to do a housekeeping exercise to find out what is owed as far as credits on this project.

Mr. Broadhead stated that the CCD issued for the doors at Transitional Skills was supposed to have sidelights and it came through with no sidelights and the hardware needs to be swapped out. They have asked CTA what value this has on it to leave the incorrect door in place and CTA is not responding.

Crawl Space – CTA still has an issue with doing the PCO. Mr. Broadhead will try to continue the discussion on this.

Stairway down by auditorium – there is an issue with the saw cut. Mr. Schweitzer would have to look into the drawing and demolition, but he did not feel it was contractor owned.

Adjourn

Mr. Thibault made a motion to adjourn the meeting at 6:30 p.m. Mr. Gagnon seconded the motion. The motion carried unanimously.

**PERMANENT BUILDING COMMITTEE**

<u>Michael J. Thibault</u>	<u>No</u>
<u>Garnon Gagnon</u>	<u>[Signature]</u>
<u>[Signature]</u>	<u>[Signature]</u>