

**Permanent Building Committee
Minutes of October 29, 2014**

Present for the Building Committee was: Chairman Ellis Neofotistos, Harvey Gagnon, Phil Thibault, Doug Dooley (5:15p) and Michael McNamara. Samantha Carver recording secretary. The meeting was held at the Historic Society Building at 1660 Lakeview Avenue, Dracut, MA.

Absent: Paul Jussaume

Mr. Neofotistos opened the meeting at 4:35 p.m.

Town Hall Project

Mr. Neofotistos began a brief discussion on the Town Hall project while waiting for a quorum for the High School Project.

It was reported by Mr. Thibault that on Thursday morning October 23, 2014, the morning of the Town Manager's business breakfast and an extreme rain storm, water had come into the basement at the new town hall. It was learned later that there was a temporary electrical conduit pipe that had been blocked with an insulation type material instead of being properly capped off by Griffin Electric. The Fire Department was called to help the Town Hall staff pump water from the basement. There was also sediment coming in from the ground. Serv Pro was called to dry out the basement and the damage to the walls would be examined as to whether the drywall needed to be replaced.

Mr. Thibault also noted that there is no shade in the janitor's closet and in the DATV studio. He also noted that while watching the Selectmen's meeting on Tuesday night October 28, 2014 when someone is showing a presentation on the screen behind the Selectmen it is whited out on camera. If the lights are turned off then you don't see the Selectmen. This needs to be worked out.

Mr. Neofotistos reported that ledge was hit while trying to excavate for the infiltration system. The ledge was encountered under the old Assessor's office. A meeting was held to see if they wanted to try and relocate the infiltration system however they have decided to install it according to the plans and chip out the ledge. This may be a \$15,000 to \$20,000 issue.

High School Project – 5:09 p.m.

Present from Mount Vernon Group – Bill Peters
Present from Hill International – Steve Broadhead

Mr. Broadhead began the agenda on the High School project by describing the photographs as follows:

1. Newly planted lawn in the court yard
2. Rails extended in court yard not cemented in place
3. Patch area in court yard

4. Erosion in ball field due to heavy rain and infield

CCD Review

CCD 162 – Provide drain pipe modifications as described on CCD to connect with new drain piping to manhole.

Mr. Thibault made a motion to approve CCD 162 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

CCD 163 – provide labor and materials for a new scupper box, downspout and splash block at the exterior of building, to be made from sheet metal.

Mr. Thibault made a motion to approve CCD 163 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

CCD 164 – to provide labor and materials as required to install a split AC unit in IDF room D103 as indicated. This is to help regulate the temperature in this room.

Mr. Thibault made a motion to approve CCD 164 as recommended. Mr. McNamara seconded the motion. The motion carried unanimously.

CCD 165 – to provide labor and materials to install steel plate to repair damaged existing tectum roof deck at IDF Room D103 as indicated. The discussion was that these would be fasteners and not welded.

Mr. Thibault made a motion to approve CCD 165 as recommended. Mr. McNamara seconded the motion. The motion carried unanimously.

CCD 166 – Provide labor and materials to install (2) lights at rooftop hatches as indicated in sketches and required by Dracut Inspectional Services.

Mr. Thibault made a motion to approve CCD 166 as recommended. Mr. McNamara seconded the motion. The motion carried unanimously.

CCD 167 – provide labor and materials to install Outlook for the BMS workstation and migrate BMS software for alarm notification as indicated in E. Amanti & Son change order request

Mr. Thibault made a motion to approve CCD 167 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

CCD 156 – Mr. Broadhead provided an update for the Committee that the drilling for the extra plugs in the countertops for wire management will range between \$400 to \$700 and they will bring this CCD in at a later meeting.

Change Order Review

Change Orders 120 to 128 are ready for the Permanent Building Committee to vote on. Mr. Broadhead stated these consist of all CCD's already voted on by the Committee.

Mr. Thibault made a motion to approve Change Orders 120 to 128. Mr. McNamara seconded the motion. The motion carried unanimously.

PCO Review

PCO 231R2 – New Classroom Countertops – Mr. Broadhead stated that there was an issue with the removal of the cleaning costs on this PCO. In place of the cleaning costs the supervision hours increased. CTA had an issue with signing this PCO for a not to exceed figure.

Mr. Thibault made a motion to rescind the action on October 15, 2014 for the motion on PCO 231 for a not to exceed figure of \$41,500. Mr. Gagnon seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve PCO 231R2 in the amount of \$41,538.60. Mr. McNamara seconded the motion. The motion carried unanimously.

Invoices

Mount Vernon Group on site services – The Committee had been asked to extend Mount Vernon Groups on site services for two months with an option for a third month. Mr. Neofotistos noted that the third month is now upon the Town and the PBC needs to vote on whether to extend the services of Matt Schweitzer of Mount Vernon Group for onsite services.

Mr. McNamara made a motion to extend Mount Vernon Group into November 2014 for \$8,675 per month for on-site supervision by Matt Schweitzer. Mr. Gagnon seconded the motion. The motion carried unanimously.

There was a discussion with Project Team on whether the paperwork has fallen off. Mr. Broadhead stated that they have been straightening out the change order totals and the project team is going to meet more frequently to clean up more of the outstanding paperwork.

Ongoing Items

Utility Bills – A meeting needs to happen between Ellis Neofotistos, Paul DuRoss and Kris Stephenson. They set a date of next Wednesday November 5, 2014 at 2:30 p.m. to discuss.

Commissioning – Mr. Broadhead reported that he's hearing good things on the commission progress.

Mr. Andy Graham had a few items to discuss with the Committee as follows:

- Need additional shelving to create an area for extra books at the library; Mr. Graham estimated the cost at approximately \$902.00.

- Fire lane gates by the ball field – Mr. Graham would like to add a couple of bollards to be able to lock the gates in place when they are open so that they do not swing part way closed causing someone to drive into them. He will get a quote and bring it back to the Committee.
- Mr. Graham would like to get a nice sign made for the Frederick Street side directing people to the gymnasium. He will get a quote from Cassandra signs and bring it to the Committee.

General Discussion

There was a general discussion on the light pole at the front of the school that had a street light on it and Mr. McNamara wondered if it was necessary or if the light could be moved to another pole and that pole removed. There seemed to be some recollection that this pole had something to do with the Fire Department communication system and had to remain in place. The Team would look into it.

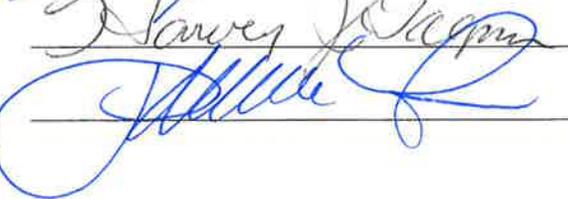
There was a discussion on the pine trees being removed and an addendum to the Mount Vernon Group contract relative to Ben Gary's portion of the contract. This will be checked by staff.

Adjournment

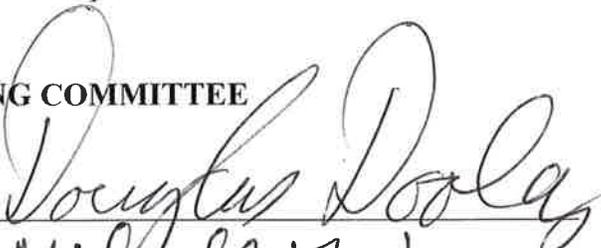
Mr. Thibault made a motion to adjourn the meeting at 7:00 p.m. Mr. McNamara seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE



Harvey J. McGinnis


Steve



Douglas Dooly
Michael S. McNamara

Michael S. McNamara