

**Permanent Building Committee
Minutes of November 4, 2015**

Present from the Permanent Building Committee: Ellis Neofotistos, Harvey Gagnon, Doug Dooley, Phil Thibault, Michael McNamara and Paul Jussaume. Recording Secretary Samantha Carver. The meeting was held at the Historical Society Building 1660 Lakeview Avenue, Dracut, MA.

Also present were: Steve Broadhead, Patrick Lyson and Paul Kalous of Hill International Bill Peters of Mount Vernon Group Paul DuRoss of CTA Construction Andrew Graham, Dracut Public Schools Town Manager James A. Duggan

The Chairman called the meeting to order at 4:32 p.m.

Boule Memorial Park

Town Manager James A Duggan was present to discuss Boule Park.

Mr. Duggan stated that signs have been ordered and will be installed announcing the future site of the Boule Memorial Park. He stated that he would like to see the basics of the park discussed and developed before the passions of the Boule group so that the project does not get off target. Mr. Duggan stated that he is looking to the Permanent Building Committee to provide direction as to the next steps to be taken. Mr. Duggan handed the Committee the schematic from 2006 and stated that this was just a concept. The Committee discussed the cement pad that is left at the site now that the buildings have been taken down and questioned whether these would be removed. Mr. Duggan reported that the DPW will be renting equipment to take these up. There was a question as to whether there would be a fence along the water for safety.

Mr. Duggan thanked the Committee for their continued momentum on this project.

High School Project

Sanitary/Drainage Lines

Mr. Broadhead stated that they do not have the pricing on this but the design is all set. Mr. DuRoss of CTA stated they have sent the design to their contractor Afonso for pricing. He stated that he most likely will subcontract this out and he has not gotten pricing back. Mr. DuRoss stated that he does not see how the work can be done while school is in session and proceeded to go through some of the process of the project. He stated every outlet would need a bypass pump.

The Committee asked Mr. Graham when he last had the system flushed and pumped. Mr. Graham responded he had it done October 12 and has an invoice to present later.

Mr. Graham also noted that if this work is to take place in the summertime, they use the school all summer and communication and coordination would have to take place ahead of time so that he can move things around. He stated they could arrange things so that this can take place.

HVAC Issues

Amanti's filtration testing is completed and a final report is in the packet for the Committee's review. The Committee asked Mr. Graham if he has any operational issues. He stated he hasn't but the heating system hasn't been used much due to the mild weather.

Ball Field Maintenance

The Committee was updated on the condition of the ballfield. Some edging has been completed on October 16th. Mr. Graham stated more material needs to be brought in. He stated some had been taken away. Mr. DuRoss stated that probably 9.9 yards needs to be brought in. This is the expensive material used in ballfields. After this material is brought, another site visit needs to be done before accepting this field.

Rooftop Dunnage

New Hampshire Steel is still looking at the sketches and questions have come up. They are still waiting on a price. The Committee asked Mr. DuRoss when he expected a price and he stated hopefully in another week or so.

Auditorium Seating

Fabrication of the auditorium seating is in progress. The Team will try to get a date so that they can be installed over the December break.

PCO's/CO's

There was a brief discussion by Mr. Broadhead about the PCO's and CO's and stated there is a sticking point with C.O. #254 with CTA so they may just reissue the CO's going forward from this number so they can resolve some of them. There was a brief discussion with Mr. DuRoss on the issue of the Griffin settlement and the reservation of rights language. They will work on having this resolved and brought to the meeting on the 18th of November for final approval and signature.

Hill International Certification Letter

Mr. Kalous asked the Committee if the Town would be willing to sign a marketing letter for Hill International which he has included a draft in the packet. He stated that they do this type of letter on the projects completed to show to their International clients. Their clients overseas like to see letters from former clients as a testament that these projects were done. The Committee stated that Mr. Duggan would have to sign this letter but the Committee did not have any issue with providing something like this.

Contractor Evaluation Forms

The Committee explained to Mr. DuRoss that they do not do the evaluations until the project is completed. Mr. DuRoss expressed his frustration and disappointment at this and stated it was putting CTA in a tough position. He stated that he believed it was unfair and that this work is beyond CTA's control because it's added work. He stated that the evaluation is supposed to happen at substantial completion and within seventy days of completion according to the forms. The Committee discussed getting the subcontractors evaluations done and Hill stated they could bring them to the next meeting. Mr. Neofotistos stated they have always done the evaluations at the end of the project and sometimes it is beyond the seventy days.

Invoices

The Committee reviewed an invoice from CTA Construction in the amount of \$50,124. Mr. Neofotistos questioned some of the figures on the invoice. Mr. Neofotistos suggested they bring this invoice back at the November 18th meeting.

The Committee reviewed an invoice from Hill International for work through September 2015. Mr. Gagnon made a motion to approve Invoice #71 in the amount of \$13,115 for Hill International as presented. Mr. McNamara seconded the motion. The motion carried unanimously.

Mr. Graham presented in invoice from Clean Drains for pumping of the sewer system in the amount of \$450.00.

Mr. Thibault made a motion to approve the Clean Drains invoice #16564 in the amount of \$450.00. Mr. McNamara seconded the motion. The motion carried unanimously.

The Committee discussed having Andy Graham get Frontier Research to come in and test the HVAC line again to verify the results.

Adjourn

Mr. Gagnon made a motion to adjourn the meeting at 6:05 p.m. Mr. Jussaume seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE



Handwritten signatures of committee members over horizontal lines. The signatures are in blue ink. From left to right, the signatures appear to be: Paul Jussaume, Douglas A. Dooly, James J. Gagnon, Michael S. McNamara, and another signature that is partially obscured.