

**Permanent Building Committee
Minutes of December 31, 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

Mr. Neofotistos opened the meeting at 2:45 p.m.

Present for the High School Project: Kris Stephenson, Steve Broadhead

Mr. Broadhead included in the packet a letter from CTA with regard to the marmoleum warranty. The flooring manufacturer will not provide a written warranty that specifically acknowledges the water event. CTA has offered to extend the warranty for the marmoleum floor in the lower C-wing for an additional year beyond the initial one year warranty included in the contract.

The Committee asked if the Architect had weighed in on this letter and Mr. Broadhead stated that they have reviewed it. The Committee would like to have something in writing from the Architect as well.

The Committee reviewed the photographs in the agenda packet and they were described to the Committee as follows:

1. Auditorium door frame being extended; the original frame was too short for the door.
2. Refrigerator for the nurse's suite has been delivered and installed.
3. Light at roof hatch per Plumbing Inspector's code interpretation, east wall of gym
4. Wall furred out below A1 Stair.

CCD 174 – Wood Grilles at Library vestibule – wood grille to cover steel base plate protruding from the drywall; cost estimated to be \pm \$1,500.

Mr. McNamara made a motion to approve CCD 174 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Change Orders

Mr. Broadhead stated that he had no Change Orders to present to the Committee this week, as they are in CTA's court for signature.

PCO's

PCO 305 – C.O. 223 – Knee wall added in auditorium - \$3,000.00

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Mr. McNamara made a motion to approve C.O. 223 as recommended. Mr. Thibault seconded the motion. The motion carried unanimously.

PCO 312 – C.O. 224 – Griffin Electric Proposal #117 FA (Fire Alarm/Egress lighting) - \$2,051.19

Mr. Thibault made a motion to approve C.O. 224 as recommended. Mr. McNamara seconded the motion. The motion carried unanimously.

PCO 315 – C.O. 225 – Work related to plumbing costs in kitchen for hot water returns - \$3,000.00

Mr. McNamara made a motion to approve C.O. 225 as recommended. Mr. Thibault seconded the motion. The motion carried unanimously.

PCO 316 – C.O. 226 – Premium time for plumbing at gang bathrooms - \$625.16

Mr. McNamara made a motion to approve C.O. 226 as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Invoices

Requisition #28 – Mr. Broadhead stated that this requisition is transitioning from 5% retainage to monetized punch list. CTA was hoping to just rely on the monetized punch list however Hill informed them that some General Condition retainage will be held until all contractual work is completed. Mr. Neofotistos asked questions on the change orders on the requisition. Mr. Broadhead stated that protested work items are all outstanding and that none of them are closed. The majority of protest work PCO's are awaiting a determination from the Architect.

Mr. Broadhead noted that Requisition #28 has been marked up by Mr. Schweitzer and stated if the Committee is okay with the marked up version they can move forward.

Mr. Thibault stated that the Town has been a Team player throughout the entire project and it has gotten them nothing in the past from CTA. The Committee asked about attendance on site. Mr. Broadhead stated the attendance on site currently has been pretty light and the work that was promised to be done during the Christmas school break has not been done. The counter tops were not delivered and installed over the break but CTA has indicated that these will be installed this Friday and Saturday.

It was the consensus of the Committee that they would like a clean, signed copy of the requisition before approving it for payment.

Creative Office Pavilion - \$40,361.00 – Mr. Stephenson explained that this was for additional FF&E which has now been received and verified as received on site. Ms. Alison Smith, MVG's FF&E Consultant has recommended this invoice for payment.

Mr. Thibault made a motion to approve Invoice #197227-1 for \$40,361.00 for Creative Office Pavilion as recommended. Mr. Gagnon seconded the motion. The motion carried unanimously.

Ongoing Items

Library Projector – Cavanaugh Tocci is still working on the design for this item.
HVAC Maintenance Contract – Hill has had conversations with Amanti Plumbing & Heating and they have discussed a maintenance service proposal which considers the one year equipment warranty in tandem with their proposal.

Invoice – Tucard, LLC

The Committee had reviewed these invoices and wanted the months separated because the Town had received occupancy for the High School in October and did not feel they could justify the November and December storage charges through the MSBA on the project beyond October 2014.

Mr. Thibault made a motion to pay Tucard, LLC for September and October 2014 for storage for the High School Project. Mr. Gagnon seconded the motion. The motion carried unanimously.

Minutes

July 2, 2014 – Mr. Thibault made a motion to approve the minutes of July 2, 2014 correcting the spelling of his last name. Mr. Gagnon seconded the motion. The motion carried unanimously.

September 17, 2014 – This set of minutes was approved however there were corrections that needed to be made to them and they have been made. This set of minutes was presented for signatures.

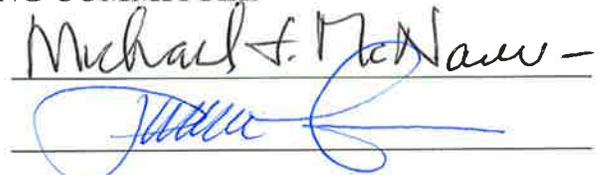
Adjourn

Mr. Thibault made a motion to adjourn the meeting at 3:45 p.m. Mr. Gagnon seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE



Absent: Doug Dooley _____



Absent: Paul Jussaume _____