

**Permanent Building Committee
Minutes of April 13, 2016**

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

Absent: Paul Jussaume

The Chairman called the meeting to order at 4:34 p.m.

High School Project

Also present for this portion of the meeting were:
Steve Broadhead from Hill International
Andrew Graham from Dracut Public Schools

Dunnage

Mr. Broadhead began the discussion by reporting that the shop drawings for the dunnage have begun and Mount Vernon Group is reviewing. A schedule from the Contractor has been received. Mr. Graham stated that there is an issue with one of the units that he would like to have the dunnage modified on the unit and handed a copy of the changes to Steve Broadhead to get to Mount Vernon Group.

High School Project Budget

Mr. Broadhead reported that he met with Ann Vandal, Finance Director and Diane Daigle, Town Accountant at the Town Hall to go over the status of the High School budget. Mr. Broadhead showed the committee a sheet with the contingency balance. There was one issue with the contingency balance not being moved into the town account which they straightened out. There was a discussion on whether the dunnage would be reimbursed and Mr. Broadhead stated they would be putting that under miscellaneous metals which should be reimbursable. The same question was asked on the design change on the sanitary sewer issue and he stated because it's a design change it should be reimbursable.

Mr. Broadhead also reported that CTA has the shop drawings on the pump. The Committee asked about a schedule or meeting in the field so that Mr. Graham would know if he had to move things around for the summer schedule at the school. Mr. Broadhead stated that once a schedule is determined the School will be notified and there will be a meeting with CTA and others involved in the project.

Invoice

Mr. Thibault made a motion to approve Hill International's invoice in the amount of \$4,517.50 for services through March 2016. Mr. Gagnon seconded the motion. The motion carried unanimously.

Mr. Dooley made a motion to approve Clean Drain invoice in the amount of \$450.00 for monthly maintenance for the sanitary sewer lines. Mr. McNamara seconded the motion. The motion carried unanimously.

The Committee discussed with Mr. Graham that at some point he needs to stop this service when CTA begins the construction and have them take care of it while they reconstruct the sanitary. It was discussed that he would do it for May and June until schools gets out.

Hill's Room

The Committee discussed the room in the school that Hill used during construction and whether that was still being used or emptied out. Mr. Broadhead stated it still has stuff in it and he could empty it out if needed. Mr. Graham stated they could continue to use it but it's future use will be the school store and he will probably need it back in September or October.

Town Hall Project

The Town received a call from Vertex Companies looking for their last payment. Mrs. Carver contacted Mr. Lemieux of Vertex regarding the balance to be paid. The balance left in the project was \$4,530.82 and Vertex had billed for \$4,793.75. Mr. Lemieux offered to adjust his invoice to the end balance of the project and that is the invoice to be paid currently in the amount of \$4,530.82.

Mr. Thibault made a motion to approve Vertex Companies invoice in the amount of \$4,530.82 for final payment on the Town Hall project. Mr. Gagnon seconded the motion. The motion carried unanimously.

Minutes

Mr. Thibault made a motion to approve the minutes of January 6 2016 as presented. Mr. Gagnon seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve the minutes of January 13, 2016 as presented. Mr. Gagnon seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve the minutes of January 20, 2016 as presented. Mr. Neofotistos seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve the minutes of February 10, 2016 with one spelling correction. Mr. McNamara seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve the minutes of February 24, 2016 as presented. Mr. Gagnon seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve the minutes of March 9, 2016 as presented. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve the minutes of March 16, 2016 as presented. Mr. Dooley seconded the motion. The motion carried unanimously.

Mr. Thibault made a motion to approve the minutes of March 23, 2016 as presented. Mr. Dooley seconded the motion. The motion carried unanimously.

Boule Park Update

Mr. Thibault reported that he had a meeting with Mark Hamel, Michael Buxton and Town Manager Duggan on Boule Park. He stated that the Boule Park is scheduled to be in front of Conservation on May 5, 2016. They worked on pricing and scheduling the project. There was a discussion on water and lighting and neither of those is being considered for the park. They will have a solar light for the flags.

High School Project

Mr. Neofotistos stated that they need to discuss the supervision aspect for the reconstruction of the sanitary line and decide how they're going to handle the oversight.

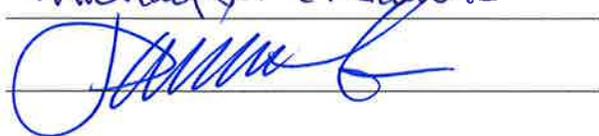
Adjourn

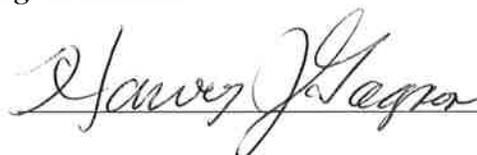
Mr. Dooley made a motion to adjourn the meeting at 5:50 p.m. Mr. Gagnon seconded the motion. The motion carried unanimously.

Permanent Building Committee



Michael F. McNamee





Absent: Paul Jussaume _____