

**Permanent Building Committee
Minutes of September 14, 2016**

Present from the Permanent Building Committee: Ellis Neofotistos, Phil Thibault, Harvey Gagnon, Michael McNamara and Paul Jussaume (5:15p). Recording Secretary Samantha Carver. The meeting was held at the Historical Society Building 1660 Lakeview Avenue, Dracut, MA.

Absent: Doug Dooley

Also present: Steve Broadhead, Hill International, Frank Tedesco and Bill Peters of MVG Architects and Andrew Graham of Dracut Public Schools.

Mr. Neofotistos called the meeting to order at 4:33p and Mr. Broadhead began the discussion on the agenda.

Budget Summary

Mr. Broadhead discussed the budget and how it stands with all expenses accounted for to date. This budget also figures in the invoices from Hill International and MVG to finish out the project.

Dunnage Project

In the agenda package there was a picture of a railing which was in conflict with access to roof top Unit 17's access panel. Discussion ensued as to how this conflict could have happened when you could see the units on the roof (existing) and then you are drawing a plan to show where the access could be placed. Apparently at this particular location there was another conflict where the stairs would go and they were moved to his location which is another conflict. The railing for the stairs is in the way of opening the access panel and there is no platform to stand on to work on the unit, you would have to stand on the rung of the ladder, which would not be safe.

MVG stated this was a mistake. Mr. Broadhead stated that a CCD is in the packet for consideration. The Committee asked what they thought the cost of this change would be and MVG guessed around \$5,000. The Committee would like a price from Eagle Point Builders before considering this CCD.

Sanitary Sewer

Mr. Broadhead stated that the site drainage was completed and they have seeded the lawn area. Mr. Neofotistos corrected Mr. Broadhead on referring to this issue as site drainage when it is the sanitary sewerage issue. Mr. Broadhead presented a final requisition from CTA Construction #38 in the amount of \$21,413.59. Mr. Neofotistos asked if it says final on it anywhere and Mr. Tedesco noted that the total project budget and total to date columns reflect zeros so no other payment is due.

Mr. Thibault made a motion to pay requisition #38 to CTA in the amount of \$21,413.59 which closes out CTA's portion of the work as recommended by Hill International and Mount Vernon Group. Mr. McNamara seconded the motion. The motion carried unanimously.

The Committee reviewed invoices two and three from Eagle Point Builders.

Mr. Gagnon made a motion to approve Invoice 02 from Eagle Point Builders in the amount of \$96,164.00 through August 12, 2016 as recommended by Hill International and MVG. Mr. Thibault seconded the motion. The motion carried unanimously.

Mr. Gagnon made a motion to approve Invoice 03 from Eagle Point Builders in the amount of \$104,238 for work through August 31, 2016 on the dunnage project as recommended by Hill International and MVG. Mr. Thibault seconded the motion. The motion carried unanimously.

Evaluations

Mr. Broadhead stated back in December 2015 the Committee that they had done some of the subcontractor evaluations and had tabled two of them West Floor Covering and E Amanti & Sons. Mr. Broadhead stated that both CTA and Mount Vernon Groups evaluations need to be done also. Mr. Neofotistos stated that they usually take the forms home and fill them out individually then convene a meeting and tally the scores and take an average to come up with the final score. The Committee stated they would meet in two weeks to discuss these evaluations.

Next Agenda

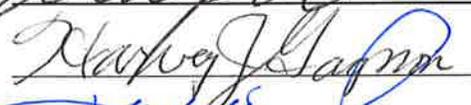
- Field House Project
- Minutes
- High School Evaluations on Subcontractors (2)
- Contractor & Architect Evaluations

Adjourn

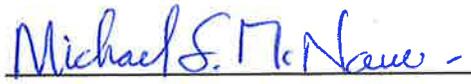
Mr. Thibault made a motion to adjourn the meeting at 5:53 p.m. Mr. Gagnon seconded the motion. The motion carried unanimously.

PERMANENT BUILDING COMMITTEE









Absent: Doug Dooley _____