

**Permanent Building Committee  
Minutes of November 9, 2016**

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

Absent: Paul Jussaume

The Chairman opened the meeting at 4:32 p.m.

Present for this portion of the meeting was: Paul Kalous and Steve Broadhead of Hill International; Bill Peters of Mount Vernon Group and Andy Graham of Dracut Public Schools

Mr. Broadhead began the discussion on the agenda with the Eaglepoint PCO's 4 & 5. The first one is PCO4 if approved would become C.O. 2 in the amount of \$3,682.57. After reviewing the paperwork and discussing that Eaglepoint took out overhead and profit the Committee moved to a vote.

Mr. Thibault made a motion to approve PCO4 to become CO2 in the amount of \$3,682.57 for additional material added at HVAC 2 & 3. Mr. Neofotistos seconded the motion for discussion. Mr. Thibault stated that the contractor took out his overhead and profit. The motion moved to a vote with Mr. Thibault, Mr. McNamara and Mr. Gagnon voting in favor. Mr. Dooley and Mr. Neofotistos voting against.

Mr. Broadhead discussed PCO5 in the amount of \$8,573.25

The discussion was what did the drawings show? The drawings showed that the stairs were relocated to that area at HVAC 17. Mr. Neofotistos wanted to know why the Owner is paying for a mistake drawn on the drawings by the Architect. He also stated that they could see these units in the field it wasn't a hidden condition. Mr. Neofotistos also stated that this was originally an issue in the field which was moved and it created a new issue with blocking the access door. Nobody caught it, nobody brought it anyone's attention. Mr. Neofotistos stated that the Town has already paid for the material. The town is only willing to pay for additional grating and a piece of railing and that's it. We've already paid for some railing. The Committee took no action on PCO5.

**Invoice(s)**

Mr. Broadhead presented an invoice for Hill International for the month through October 2016 in the amount of \$3,325.00.

Mr. Neofotistos asked Hill International if they were prepared for the closeout and whether it could get done by December. Hill International responded they were.

Mr. McNamara made a motion to pay Hill International for Invoice #84 in the amount of \$3,325.00 for project management through October 2016. Mr. Gagnon seconded the motion. The motion carried unanimously.

### **Additional Items for the High School**

There was a discussion with Andy Graham about figures for the library projector, the school store materials and the fiber optic cabling for the library.

Mr. Graham suggested that seeing that Signet and Valley are not that far apart in their quotes and Signet's quote provides what the school is looking for he recommends the Committee make a motion not to exceed \$36,000.

Mr. McNamara made a motion to approve a library projector from Signet at a cost not to exceed \$36,000 for the library area. Mr. Thibault seconded the motion. The motion carried with all members voting in favor.

Mr. McNamara made a motion to approve fiber optic cabling for the library at the High School in an amount of \$6,500. Mr. Thibault seconded the motion. The motion carried with all member voting in favor.

Mr. Thibault made a motion to withdraw the motion made for additional library furniture at a previous Permanent Building meeting and rescind the purchase order in the amount of \$7,715.15. Mr. McNamara seconded the motion. The motion carried unanimously.

Mr. Graham had some invoices from Atlantic Plywood and Richelieu which he was not able to review before this meeting. Mr. Graham will present these invoices at the next meeting.

Town Manager James A. Duggan and Attorney James P. Hall was present for this portion of the meeting.

Mr. Neofotistos stated he would entertain a motion to go into Executive Session.

Mr. Thibault made a motion to go into executive session at 5:11 p.m. to discuss possible litigation on the High School project. Mr. Dooley seconded the motion. By roll call: Mr. McNamara – yes, Mr. Dooley – yes, Mr. Gagnon – yes, Mr. Thibault – yes, Mr. Neofotistos – yes

Mr. Thibault made a motion to come out of executive session at 5:50 p.m. Mr. Thibault seconded the motion. By roll call: Mr. McNamara – yes, Mr. Dooley Yes, Mr. Gagnon – yes, Mr. Thibault – yes and Mr. Neofotistos – yes.

The Chairman announced that while in executive session no motions were made or votes taken.

**New Fire Station**

Mr. Duggan stated that he has a draft of an RFP for the new fire station and he has given it to the Fire Chief for review. Mr. Neofotistos asked about the RFP and Mr. Duggan stated they could get a copy of it. He stated after the RFP's come in he will assemble staff, the Fire Chief and PBC to review the Owner's Project Manager.

**Next Meeting Date**

The Committee determined that their next meeting date would be November 30, 2016 to discuss Eagle Points CCD's and the evaluation on CTA for the High School Project.

**Field House Project at High School**

Mr. Graham reported that the foundation is in and the blocks are on site. The areas where they had torn up the track and the other area near the electrical have been repaired. The Committee has received requisition one for review and have also received requisition two pencil requisition.

Mr. Gagnon made a motion to approve Requisition 1 for payment to APC Developers in the amount of \$66,815.40 on the Dracut Field House Project construction. Mr. Dooley seconded the motion. The motion carried unanimously.

The Committee reviewed requisition two and it had some issues with dates and it was not an original. Mr. Graham did not agree with the amount being requested and the work done to date out at the site. This requisition will be sent back for editing.

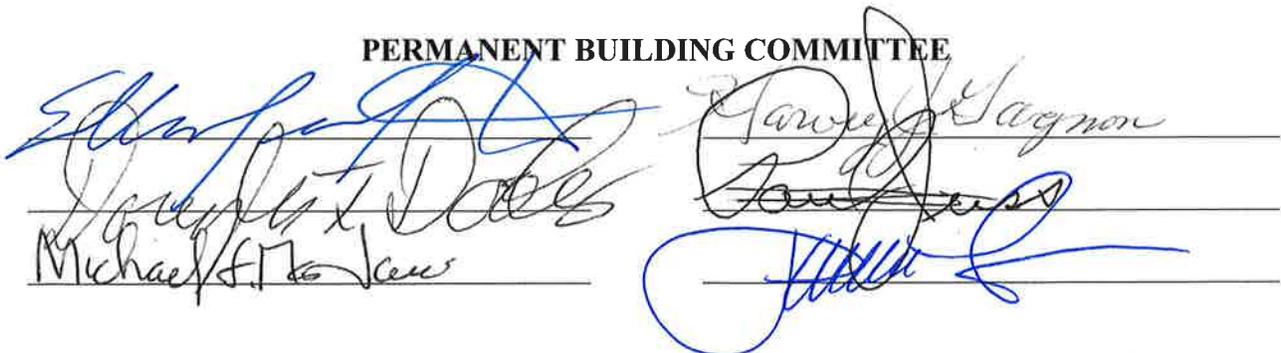
**Town Hall**

Mr. Neofotistos stated that he was speaking with Mr. Lemieux of Vertex about the evaluation on the Architect Johnson Roberts on the Town Hall project and that the Committee needed to complete one. The Committee will do the evaluation at the next meeting.

**Adjourn**

Mr. Thibault made a motion to adjourn the meeting at 6:35p. Mr. Dooley 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: Edward P. Duggan, Joseph T. Dooley, Michael F. Neofotistos, and a signature that is partially obscured but appears to be 'James G. Lemieux'. To the right of these, there is a large signature that reads 'James G. Gagnon' and another signature below it that appears to be 'John J. Thibault'.