



Groen Construction Inc.  
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Project: 23-02 Bristol Public Safety Building  
230 Lake Street  
Bristol, New Hampshire 03222

## Bi-Weekly OC Meeting - Bristol PSB Minutes: Meeting #8

<b>Meeting Date</b>	Oct 26, 2023	<b>Meeting Time</b>	9:30 AM - 10:30 AM Eastern Time (US & Canada)
<b>Meeting Location</b>	5 School Street, Bristol, NH	<b>Video Conferencing Link</b>	<a href="https://us05web.zoom.us/j/82554219553?pwd=bmxBdlF2MCtxV3A4YVdzdFpBSU0vUT09">https://us05web.zoom.us/j/82554219553?pwd=bmxBdlF2MCtxV3A4YVdzdFpBSU0vUT09</a>
<b>Overview</b>	This is the progress meeting.		
<b>Notes</b>			
<b>Attachments</b>			

### Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Michael Callihan	Groen Construction Inc.	[REDACTED]	[REDACTED]	Present
Terri McPherson	Groen Construction Inc.	[REDACTED]	[REDACTED]	Absent
Zachary Paquette	Groen Construction Inc.	[REDACTED]	[REDACTED]	Absent
Greg Thomson	Groen Construction Inc.	[REDACTED]	[REDACTED]	Present
Kristopher Bean	Town of Bristol, NH	[REDACTED]	[REDACTED]	Present
Christina Goodwin	Town of Bristol, NH	[REDACTED]	[REDACTED]	Present
Benjamin LaRoche	Town of Bristol, NH	[REDACTED]	[REDACTED]	Present

### OLD BUSINESS

No.	Title	Assignment	Due Date	Priority	Status
1.1	Schedule Updates	Greg Thomson (Groen Construction Inc.) Michael Callihan (Groen Construction Inc.)	Jun 14, 2024	High	Open
	<b>Official Documented Meeting Minutes</b> Framer is complete with the roof and is working on detailing.				
	<b>Previous Meeting Minutes</b> <b>Oct 12, 2023</b> Framer is progressing with an anticipated completion date of November 3rd. Roofer is anticipating starting in the next 2 weeks. Firetop/Spray Foam/Metal Stud Framing is anticipated to start in mid-late November.				

No.	Title	Assignment	Due Date	Priority	Status
1.2	Financial	Michael Callihan (Groen Construction Inc.)	Dec 7, 2023	Medium	Open
	<b>Previous Meeting Minutes</b> <b>Oct 12, 2023</b> GCI has written a change order for [REDACTED] bullet resistant panels in the lobby at no cost to the town.				

No.	Title	Assignment	Due Date	Priority	Status
1.3	Design	Michael Callihan (Groen Construction Inc.)	Dec 7, 2023	Medium	Open
<b>Official Documented Meeting Minutes</b> The building committee has approved the quarter sphere light for the building lights. The revised MEP drawings have been completed and are being reviewed.					
<b>Previous Meeting Minutes</b> <b>Oct 12, 2023</b> Revised MEP drawings should be ready for review soon.  Door 128A will need to be 5' wide to allow the oxygen filler to be installed in the gear room. GCI to coordinate modifying the wall for the larger door. GCI awaiting the revised door shops.  The proposed exterior wall sconces were not approved by the building committee. GCI will reach out to the architect for a different exterior wall sconce.					

No.	Title	Assignment	Due Date	Priority	Status
1.4	RFI's	Michael Callihan (Groen Construction Inc.) Greg Thomson (Groen Construction Inc.)	Jan 18, 2024	Medium	Open
<b>Official Documented Meeting Minutes</b> The guy wire has been transferred to the new pole. Eversource is still reviewing the easement before installing the new service poles.					
<b>Previous Meeting Minutes</b> <b>Oct 12, 2023</b> Eversource is still reviewing the easement with their legal department. There is a work order in for moving the guy wire into the "island"  The retaining wall engineering is complete and the first load of block is onsite.					

No.	Title	Assignment	Due Date	Priority	Status
1.5	Submittals	Greg Thomson (Groen Construction Inc.) Terri McPherson (Groen Construction Inc.) Ryan Cloutier (SMP Architecture)	Dec 7, 2023	Medium	Open
<b>Official Documented Meeting Minutes</b> Drywall submittals have been approved by the Architect.					
<b>Previous Meeting Minutes</b> <b>Oct 12, 2023</b> GCI has submitted the draw down paint samples and they have been approved by Ben. SW7586 will be in a semi-gloss. All other colors will be Eggshell.					

No.	Title	Assignment	Due Date	Priority	Status
1.6	Date Recaps	Greg Thomson (Groen Construction Inc.) Michael Callihan (Groen Construction Inc.)	Dec 7, 2023	Medium	Open
<b>Previous Meeting Minutes</b> <b>Oct 12, 2023</b> Complete Structural Framing - November 3, 2023 Complete Roofing and Siding - December 29, 2023 Complete MEP Rough In – January 12, 2024 Complete Drywall & First Coat Paint – March 15, 2024					

Complete Flooring, Painting & Accessories - May 17, 2024  
Complete MEP Inspections & Owner Punch List Work – June 3, 2024  
Final Inspection & Occupancy – June 14, 2024

## NEW BUSINESS

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.  
Please contact Groen Construction Inc. if there are any discrepancies or questions with the content of these minutes.