



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 #2

Meeting Date	Jul 13, 2023	Meeting Time	9:30 AM - 10:30 AM Eastern Time (US & Canada)
Meeting Location	5 School Street, Bristol, NH		
Overview	This is the progress meeting.		
Notes			
Attachments			

Scheduled Attendees

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

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
	Official Documented Meeting Minutes The admin side slab pour is scheduled for July 25. The apparatus bay slab pour is scheduled for August 25th. Framer is scheduled to start on September 6th. Roofing / Siding to start in mid-October.				
	Previous Meeting Minutes Jun 22, 2023 Work continues on the ICF Walls. The admin side slab pour is scheduled for July 21. The apparatus bay slab pour is scheduled for August 25th Framer is scheduled to start on September 6th GCI will provide a milestone schedule by the next meeting.				

No.	Title	Assignment	Due Date	Priority	Status
1.2	Financial	Michael Callihan (Groen Construction Inc.)	Aug 10, 2023	Medium	Open
Official Documented Meeting Minutes The June requestion has been processed by the town. Goodrum Electric is pricing the cabling work from the drawing provided by All-Comm. <div style="background-color: black; width: 200px; height: 15px; margin-bottom: 10px;"></div>					
Previous Meeting Minutes Jun 22, 2023 The town of Bristol will be doing a deduct change order for the electric bill for the temporary power quarterly.					

No.	Title	Assignment	Due Date	Priority	Status
1.3	Design	Michael Callihan (Groen Construction Inc.)	Aug 24, 2023	Medium	Open
Official Documented Meeting Minutes Exterior colors were selected by the town for the rendering. Wallace is anticipating having framing shop drawings in the next two weeks. MEP drawings should be complete in two weeks. Goodrum Electric will be reusing the existing single-phase generator. The Electrical engineer is ok with this, but it will require two panels and two transfer switches. One panel is Life-Safety attached to the primary transfer switch, and the other circuits will be in the secondary panel on the secondary transfer switch. Goodrum is pricing the second panel and transfer switch. All-Comm to submit on the electronic door locks to be coordinated with the door and frame shop drawings. The existing flagpole needs to be relocated. GCI recommends putting it by the building outside the police administrative area. Lighting for the flagpole will need to be established.					
Previous Meeting Minutes Jun 22, 2023 Wallace Prefab is working on shop drawings. The MEP progress drawings are being finalized with comments from the MEP subs Architect will update the rendering with the colors chosen by the town. The brick has been eliminated from the project. NH DOT has approved the driveway at the apparatus bay to be 85' wide. Allcom is working with the town to develop a door and security plan.					

No.	Title	Assignment	Due Date	Priority	Status
1.4	RFI's	Michael Callihan (Groen Construction Inc.) Greg Thomson (Groen Construction Inc.)	Aug 10, 2023	Medium	Open
Official Documented Meeting Minutes State plumber inspector will be doing the inspection with Ben. Goodrum Electric to run a conduit for a future exterior sign. Dead River to provide a location for the propane tanks. Eversource is requesting an easement for the new utility pole. GCI has requested Eversource send the easement for signature by Christina.					

Previous Meeting Minutes**Jun 22, 2023**

Dead River has reached out to Groen to coordinate the service requirements and the location of the underground propane tanks.
 Greg asked Ben about who would do the plumbing inspection and he was going to look into that.

No.	Title	Assignment	Due Date	Priority	Status
1.5	Submittals	Greg Thomson (Groen Construction Inc.) Terri McPherson (Groen Construction Inc.) Ryan Cloutier (SMP Architecture)	Aug 10, 2023	Medium	Open
Official Documented Meeting Minutes Submittals to architect are current. Town of Bristol is getting close to selecting flooring colors. Kris to confirm if the booking room and evidence room are to remain concrete as shown on the drawings. KV Partners to review the structures submitted.					
Previous Meeting Minutes Jun 22, 2023 The architect is current with submittal reviews. KV Partners to review the structures from Shea Concrete					

No.	Title	Assignment	Due Date	Priority	Status
1.6	Date Recaps	Greg Thomson (Groen Construction Inc.) Michael Callihan (Groen Construction Inc.)	Aug 31, 2023	Medium	Open
Official Documented Meeting Minutes Milestone Schedule: Complete ICF Walls & Slabs – September 8, 2023 Complete Structural Framing - October 20, 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					
Previous Meeting Minutes Jun 22, 2023 Projected turnover to the town is on 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.