



Groen Construction Inc.
120 Washington St Unit 302
Rochester, New Hampshire 03839
P: +16033326551

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

Bi-Weekly OC Meeting - Bristol PSB Minutes: Meeting #5

Meeting Date	Aug 10, 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.		m	Present
Terri McPherson	Groen Construction Inc.			Absent
Zachary Paquette	Groen Construction Inc.			Present
Greg Thomson	Groen Construction Inc.			Present
Kristopher Bean	Town of Bristol, NH			Present
Christina Goodwin	Town of Bristol, NH			Present
Benjamin LaRoche	Town of Bristol, NH			Present

OLD BUSINESS

No.	Title	Assignment	Due Date	Priority	Status
1.1	Schedule Updates	Michael Callihan (Groen Construction Inc.) Greg Thomson (Groen Construction Inc.)	Jun 14, 2024	High	Open
	Official Documented Meeting Minutes All of the interior slab work is complete. The framer is starting on September 22, 2023, with a 5-6 week duration. Roofing / Siding to start in late October and is anticipated to be complete by December				
	Previous Meeting Minutes Aug 10, 2023 The apparatus bay slab pour is scheduled for August 25th. Framer is scheduled to start the week of September 4th. Roofing / Siding to start in mid-October.				
No.	Title	Assignment	Due Date	Priority	Status
1.2	Financial	Michael Callihan (Groen Construction Inc.)	Oct 26, 2023	Medium	Open

Official Documented Meeting Minutes

GCI to confirm what All-Comm is providing for wire and verify the door frames work with the card readers. All-Comm to also send a final copy of the security drawings to GCI.

Ben will send a confirmation email for Goodrum to proceed with the \$18,100 in camera / security wiring from the \$20,000 allowance.

Previous Meeting Minutes

Aug 10, 2023

Ben will send a confirmation email for Goodrum to proceed with the \$18,100 in camera / security wiring.

GCI to confirm what All-Comm is providing for wire.

No.	Title	Assignment	Due Date	Priority	Status
1.3	Design	Michael Callihan (Groen Construction Inc.)	Oct 12, 2023	Medium	Open
Official Documented Meeting Minutes The building committee has approved the revised rendering for GCI to order the siding and roofing. GCI and Ben have reviewed the MEP drawings and the requested changes have been sent to the engineer. The flagpole will be located by the building outside the police administration office. 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.					
Previous Meeting Minutes Aug 10, 2023 Final MEP drawings have been completed and distributed. There are changes that need to be made. All-Comm to submit on the electronic door locks to be coordinated with the door and frame shop drawings. The building committee is still deciding the final location of the flag pole. Framar anticipates being complete with a shop drawings the week of August 14th. SMP Architects is updating the building rendering and adding lighting based on the input from the building committee.					

No.	Title	Assignment	Due Date	Priority	Status
1.4	RFI's	Greg Thomson (Groen Construction Inc.) Michael Callihan (Groen Construction Inc.)	Sep 14, 2023	Medium	Open
Official Documented Meeting Minutes Dead River to provide a cut sheet for the propane tanks for the civil engineer to create a drawing. The location of the tanks will reduce the upper parking lot by one parking space. Bollards will be placed in front of the propane tank fill tops. The easement with Eversource is complete. The underground piping and transformer pad are installed and ready to accept a transformer.					
Previous Meeting Minutes Aug 10, 2023 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. Eversource will be coming out to mark the location of the new utility pole in the next two weeks The apparatus bay lights will be on a switch and the booking room will be controlled by a motion sensor.					

No.	Title	Assignment	Due Date	Priority	Status
1.5	Submittals	Ryan Cloutier (SMP Architecture) Terri McPherson (Groen Construction Inc.) Greg Thomson (Groen Construction Inc.)	Oct 12, 2023	Medium	Open
Official Documented Meeting Minutes Fire sprinkler drawings are approved by Ben. GCI waiting on a door frame / door paint color from the building committee. Interior building submittals are being sent to the architect.					
Previous Meeting Minutes Aug 10, 2023 Submittals with the architect are current. GCI is waiting on laminate color choices for millwork. Ben will review the fire sprinkler drawings for approval.					

No.	Title	Assignment	Due Date	Priority	Status
1.6	Date Recaps	Michael Callihan (Groen Construction Inc.) Greg Thomson (Groen Construction Inc.)	Sep 14, 2023	Medium	Open
Official Documented Meeting Minutes Complete Structural Framing - October 29, 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 Aug 10, 2023 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					

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.