



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 #6

Meeting Date Sep 28, 2023 **Meeting Time** 9:30 AM - 10:30 AM Eastern Time (US & Canada)

Meeting Location 5 School Street, Bristol, NH [REDACTED]

Overview This is the progress meeting.

Notes

Attachments

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]	Present
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
	Official Documented Meeting Minutes Framer is progressing with an anticipated completion date of October 27th. Roofer is anticipating starting in the next 2-3 weeks. Firetop/Spray Foam/Metal Stud Framing is anticipated to start in mid-November.				
	Previous Meeting Minutes Aug 10, 2023 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				

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 has confirmed All-Comm is providing the composite cable for Goodrum to pull for the access control.				

Previous Meeting Minutes**Aug 10, 2023**

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.

No.	Title	Assignment	Due Date	Priority	Status
1.3	Design	Michael Callihan (Groen Construction Inc.)	Dec 7, 2023	Medium	Open
Official Documented Meeting Minutes All of the approved siding and roofing material has been ordered. GCI and Ben have reviewed the MEP drawings and the requested changes have been sent to the engineer. 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.					
Previous Meeting Minutes Aug 10, 2023 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.					

No.	Title	Assignment	Due Date	Priority	Status
1.4	RFI's	Michael Callihan (Groen Construction Inc.) Greg Thomson (Groen Construction Inc.)	Dec 7, 2023	Medium	Open
Official Documented Meeting Minutes Dead River has delivered the propane tanks and Morrison will be installing soon. The location of the tanks may 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 has been completed by the town. Eversource will not be reviewing the easement until November. 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 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.					

No.	Title	Assignment	Due Date	Priority	Status
1.5	Submittals	Greg Thomson (Groen Construction Inc.) Terri McPherson (Groen Construction Inc.)	Dec 7, 2023	Medium	Open

	Ryan Cloutier (SMP Architecture)
	Official Documented Meeting Minutes GCI has received the paint draw down samples and will be submitting to the building committee. The insulation submittal has been approved by the architect.
	Previous Meeting Minutes Aug 10, 2023 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.

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
	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 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				

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.