



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 #16

Meeting Date	Mar 28, 2024	Meeting Time	9:30 AM - 10:30 AM Eastern Time (US & Canada)
Meeting Location	5 School Street, Bristol, NH	Video Conferencing Link	[REDACTED]
Overview	Construction Progress Meeting		
Notes			
Attachments	Schedule Look Ahead Summary_28mar24_Bristol PSB.pdf		

Scheduled Attendees

Name	Company	Phone Number	Email	Attendance
Michael Callihan	Groen Construction Inc.	[REDACTED]	[REDACTED]	For Distribution Only
Zachary Paquette	Groen Construction Inc.	[REDACTED]	[REDACTED]	For Distribution Only
Rob Secinaro	Groen Construction Inc.	[REDACTED]	[REDACTED]	Present
Kristopher Bean	Town of Bristol, NH	P: (603) 744-3354	kbean@bristolnh.gov	Present
Christina Goodwin	Town of Bristol, NH	P: (603) 744-3354	townadmin@bristolnh.gov	Present
Benjamin LaRoche	Town of Bristol, NH	P: (603) 744-3354	blaroche@townofbristolnh.org	Present

OLD BUSINESS

No.	Title	Assignment	Due Date	Priority	Status
1.1	Schedule Updates	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Official Documented Meeting Minutes Painting (primer and 1st coat) is ongoing. Ceiling grid being installed in painted rooms. Water service riser being built (backflow, PRV, etc). Hot water heater installed. Fire sprinkler riser being built. HVAC misc. duct runs to mech. area.				
	Previous Meeting Minutes Mar 14, 2024 Drywall taping complete, painting starts next week. Siding being completed. Trim at entrance columns being completed. Ductwork, plumbing, and fire sprinkler rough-ins complete. HVAC ductwork nearing completion.				

No.	Title	Assignment	Due Date	Priority	Status
1.2	Financial	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Official Documented Meeting Minutes Change Order will be issued next week. It will be revised per discussion on quantity owed per contract. However, both doors will have electric strikes and control wiring.				
	Previous Meeting Minutes Mar 14, 2024 Adding access control wiring and electric strikes to doors 106B and 122A is being priced.				

No.	Title	Assignment	Due Date	Priority	Status
1.3	Design	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Previous Meeting Minutes Mar 14, 2024 (None)				

No.	Title	Assignment	Due Date	Priority	Status
1.5	Submittals	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Previous Meeting Minutes Mar 14, 2024 (None)				

No.	Title	Assignment	Due Date	Priority	Status
1.6	Date Recaps	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Official Documented Meeting Minutes See attached Schedule Look Ahead Summary				
	Previous Meeting Minutes Mar 14, 2024 (None)				

No.	Title	Assignment	Due Date	Priority	Status
14.2	Bond for Construction				Open
	Official Documented Meeting Minutes Documents to sign-off on "phase 2" bond were emailed to Ben. Groen will then procure "phase 3" bond.				
	Previous Meeting Minutes Mar 14, 2024 Groen is in process of obtaining the "Phase 2" bond.				

No.	Title	Assignment	Due Date	Priority	Status
15.1	OH Dr Track				Open
	Official Documented Meeting Minutes All issues will be resolved once doors are powered-up and adjusted.				
	Previous Meeting Minutes Mar 14, 2024 Track on one of the overhead doors appears to be crooked, and bottom seal is not tight against floor. Groen will investigate and fix.				

No.	Title	Assignment	Due Date	Priority	Status
15.2	Data Line in Apparatus				Open
	Official Documented Meeting Minutes Tel/data location is being installed today.				
	Previous Meeting Minutes Mar 14, 2024 Ben noticed a tel/data cable is missing in the Apparatus Bay. Groen to provide one.				

NEW BUSINESS

No.	Title	Assignment	Due Date	Priority	Status
16.1	Next Meeting		Apr 11, 2024		Open
	Official Documented Meeting Minutes Next meeting is Thursday 4/11/24 at 5 School St.				

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.