



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 #15

Meeting Date	Mar 14, 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_14mar24_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 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.				
	Previous Meeting Minutes Feb 29, 2024 Plumbing rough inspection complete. Rough electrical, fire sprinkler, ductwork complete. Drywall hanging and taping will be complete in a couple of weeks, followed by paint prime and 1st coat. Exterior siding and trim work ongoing (weather permitting).				

No.	Title	Assignment	Due Date	Priority	Status
1.2	Financial	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Official Documented Meeting Minutes Adding access control wiring and electric strikes to doors 106B and 122A is being priced.				
	Previous Meeting Minutes Feb 29, 2024 All submitted change orders have been approved				

No.	Title	Assignment	Due Date	Priority	Status
1.3	Design	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Previous Meeting Minutes Feb 29, 2024 The sprinkler lines have been raised and will not obstruct the doors.				

No.	Title	Assignment	Due Date	Priority	Status
1.5	Submittals	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Previous Meeting Minutes Feb 29, 2024 Door keying and paint submittals have been reviewed and approved. Flooring submittal will be entered into Procore. It was approved last year but not yet entered into Procore.				

No.	Title	Assignment	Due Date	Priority	Status
1.6	Date Recaps	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Previous Meeting Minutes Feb 29, 2024 See attached Schedule Look Ahead Summary				

No.	Title	Assignment	Due Date	Priority	Status
14.1	Site Visit		Mar 7, 2024		Open
	Previous Meeting Minutes Feb 29, 2024 Town will conduct a site visit on 3/7 at 4pm				

No.	Title	Assignment	Due Date	Priority	Status
14.2	Bond for Construction				Open
	Official Documented Meeting Minutes Groen is in process of obtaining the "Phase 2" bond.				
	Previous Meeting Minutes Feb 29, 2024 The 2nd phase construction bond will be secured by Groen.				

No.	Title	Assignment	Due Date	Priority	Status
14.3	Video Footage				Open
	Official Documented Meeting Minutes Groen will email file tomorrow.				
	Previous Meeting Minutes Feb 29, 2024 Groen will provide photos and video footage before the Town's 3/16 meeting.				

NEW BUSINESS

No.	Title	Assignment	Due Date	Priority	Status
15.1	OH Dr Track				Open
	Official Documented Meeting Minutes 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 Ben noticed a tel/data cable is missing in the Apparatus Bay. Groen to provide one.				

No.	Title	Assignment	Due Date	Priority	Status
15.3	Next Meeting				Open
	Official Documented Meeting Minutes The next meeting is Thursday 3/28/24 at 9:30am 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.

Two Month Schedule Look Ahead Summary

Bristol Public Safety Facility

03/14/24

Exterior siding and trim are nearly complete (weather permitting).

Rough plumbing is complete and inspected. Rough electrical, ductwork, and fire sprinkler piping are complete and inspected.

Drywall hanging and taping will be complete, along with hanging of door frames.

Painting of primer and 1st coat will begin 3rd week of March.

Ceiling grid installation will begin after painting starts.

Lights, sprinkler heads, HVAC grilles/diffusers will then be installed in the ceiling grid in early April.

Cabinetry installation will be done in April.

Flooring installation will be completed in early May.