



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 #17

Meeting Date	Apr 11, 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_11apr24_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	Absent
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	Absent

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 complete in majority of building. Will start in Apparatus Bay next week. Ceiling grid is installed. HVAC grilles and diffusers and connections to main ducts being installed in ceiling grid, along with light fixtures. Water heater and water service devices have been installed.				
	Previous Meeting Minutes Mar 28, 2024 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.				

No.	Title	Assignment	Due Date	Priority	Status
1.2	Financial	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Official Documented Meeting Minutes Change order issued. Will be submitted to Board for review.				
	Previous Meeting Minutes Mar 28, 2024 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.				

No.	Title	Assignment	Due Date	Priority	Status
1.3	Design	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Previous Meeting Minutes Mar 28, 2024 <i>(None)</i>				

No.	Title	Assignment	Due Date	Priority	Status
1.5	Submittals	Rob Secinaro (Groen Construction Inc.)		Medium	Open
	Previous Meeting Minutes Mar 28, 2024 <i>(None)</i>				

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 28, 2024 See attached Schedule Look Ahead Summary				

No.	Title	Assignment	Due Date	Priority	Status
14.2	Bond for Construction				Open
	Official Documented Meeting Minutes Bond sign-off documents were completed and returned to Groen. Groen in process of procuring the next bond.				
	Previous Meeting Minutes Mar 28, 2024 Documents to sign-off on "phase 2" bond were emailed to Ben. Groen will then procure "phase 3" bond.				

No.	Title	Assignment	Due Date	Priority	Status
15.1	OH Dr Track				Open
	Official Documented Meeting Minutes Pending				
	Previous Meeting Minutes Mar 28, 2024 All issues will be resolved once doors are powered-up and adjusted.				

NEW BUSINESS

No.	Title	Assignment	Due Date	Priority	Status
17.1	Next Meeting		Apr 25, 2024		Open
	Description Next meeting is Thursday 4/25/24 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.