

**Stoughton Fire Department – Freeman Street  
Project Meeting #1 Agenda      January 2, 2025 - 10:30am**

Chief Michael Carroll	Stoughton Fire Department
Assistant Chief Jack Macomber	Stoughton Fire Department
Fran Bruttaniti	Town of Stoughton
Paul Giffune	Town of Stoughton
Marc Tisdelle	Town of Stoughton
Craig Horsfall	Town of Stoughton
Nick Dufresne	Town of Stoughton
Glen Gollrad	Dore + Whittier
Kevin Seniw	Dore + Whittier
Taylor MacDonald	Pomroy Associates
Molly Pomroy	Pomroy Associates
Bob Rice	Pomroy Associates
Rick Pomroy	Pomroy Associates
Tony DiGiantommaso	Page Construction
Heath VanDerMolen	Page Construction

<u>ACTION BY</u>	<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>DATE OPENED</u>	<u>DATE CLOSED</u>
All	1	<b>Permitting Update</b> <ul style="list-style-type: none"> <li>• Building</li> <li>• Storm Water</li> <li>• Health (Page)</li> <li>• Trench (Page)</li> <li>• SWPPP and Cons-Com (Page)</li> </ul>	12/5/24	
All	2	<b>Contact Information/Emergency Contact #</b> <ul style="list-style-type: none"> <li>• Need contact information for subcontractors.</li> </ul>		
DW / Page	3	<b>Project Documents</b> <ul style="list-style-type: none"> <li>• Conformed plans</li> <li>• CAD release forms</li> <li>• Civil/Planning Board set</li> </ul>	12/5/24	
Page	4	<b>Schedule of Values</b> <ul style="list-style-type: none"> <li>• Need draft for review</li> <li>• Payment application #1</li> <li>• Bonds and Insurances</li> </ul>	12/5/24	

<u>ACTION BY</u>	<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>DATE OPENED</u>	<u>DATE CLOSED</u>
Page	5	<b>Construction Schedule</b> <ul style="list-style-type: none"> <li>• Mobilization</li> <li>• Clearing / Demolition</li> <li>• Building Inspector Visit</li> <li>• Site Logistics Plan</li> <li>• 2-week Look-Ahead</li> <li>• Full Construction Schedule</li> </ul>	12/5/24	
All	6	<b>Builders' Risk Update</b> <ul style="list-style-type: none"> <li>• Town Approval with Rider for Page</li> </ul>	12/5/24	
All	7	<b>Utilities</b> <ul style="list-style-type: none"> <li>• Any updates about the boiler?</li> </ul>	12/5/24	
Page	8	<b>Mobilization / Site Control &amp; Use of Premises</b> <ul style="list-style-type: none"> <li>• Safety</li> <li>• Fencing</li> <li>• Notice to Abutters</li> <li>• Security Padlock</li> <li>• Trailers</li> <li>• Temp Power</li> </ul>	12/5/24	
Page	9	<b>Subcontractor Kickoff Meetings</b> <ul style="list-style-type: none"> <li>• Masonry</li> </ul>	12/5/2024	
DW / Page	10	<b>Submittals</b> <ul style="list-style-type: none"> <li>• Project Contact List – ProCore Access</li> <li>• Form submission requirements</li> <li>• Submittal Schedule</li> </ul>		
DW / Page	11	<b>RFI's</b>		
All	12	<b>PCO's</b>		
Page / PA / Fran	13	<b>Payroll Certificates and ARPA Reporting</b>	12/5/24	
All	14	<b>New Business</b>		
<b>Next meeting:</b>				