

**Stoughton Fire Department – Station No. 1 Prospect Street
Project Meeting #21 Minutes March 7, 2024 10:30am**

Name	Department/Company	Attendance
Chief Michael Carroll – (MC)	Stoughton Fire Department	X
Assistant Chief Jack Macomber - (JM)	Stoughton Fire Department	X
Captain George O’Neil - (GO)	Stoughton Fire Department	X
John DeAndrade – (JD)	Stoughton Fire Department	
Fran Bruttaniti – (FB)	Town of Stoughton	X
Paul Giffune – (PG)	Town of Stoughton	
Marc Tisdelle – (MT)	Town of Stoughton	
Craig Horsfall – (CH)	Town of Stoughton	X (online)
Nick Dufresne – (ND)	Town of Stoughton	
Glen Gollrad – (GG)	Dore + Whittier	X
Kevin Seniw – (KS)	Dore + Whittier	X (online)
Donald Walter – (DW)	Dore + Whittier	
John Thompson – (JT)	Dore + Whittier	X (online)
Alex Couturier – (AC)	Dore + Whittier	X
Taylor MacDonald – (TM)	Pomroy Associates	
Alex Murphy – (AM)	Pomroy Associates	
Anthony Fonseca	Pomroy Associates	X
Bob Rice – (BR)	Pomroy Associates	X
Rick Pomroy – (RP)	Pomroy Associates	X
Lyle Coghlin – (LC)	CTA Construction	
Terry Vieux – (TV)	CTA Construction	X
Jo-Ann Darrigo – (JD)	CTA Construction	X

<u>ACTION BY</u>	<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>DATE OPENED</u>	<u>DATE CLOSED</u>
CTA	3A	<ul style="list-style-type: none"> Rock & Ledge excavation quantities 10/19: no update - Rock Ledge Quantities: Updates Unsuitable: 5,500 allotted; 4301 (committed) (surveyed number) Open Rock and Ledge: 950 allotted; 950 committed. 10/19: no update - Mockup update – Per JK wrong strap anchors were delivered for the windows. Waiting on delivery for correct ones. Wall base flashing, exterior sealants, rigid insulation along with hat channel will follow. 11/2/23 – Per BR rocks were removed with trenching for utilities. BR will receive slip from Digit. BR will update total. CO #3 D&W has updated and will be forwarded to CTA. 11/16/23 – Quantity Updates <ul style="list-style-type: none"> <u>Unsuitable Materials</u> – 5862 CU Committed. 5500 CU Allotted D&W to verify Digit’s calculations with Nitsch 	5/18/23	

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		<ul style="list-style-type: none"> • <u>Trench Rock</u> – 149 CU Committed 250 CU Allotted • Ledge / Mass Rock – 972 CU Committed 950 CU Allotted <p>Note: Any additional excavated trench rock will be stored in back of site and will be used as boundary material within the landscape. The landscape architect will review and pick which boulders to be used.</p> <p>11/30/23 – Revised Quantity Updates</p> <ul style="list-style-type: none"> • <u>Unsuitable Materials</u> – 5862 CU Committed. 5500 CU Allotted • <u>Trench Rock</u> – 74 CU Committed 250 CU Allotted • Ledge / Mass Rock - 1190 CU Committed 950 CU Allotted <p>12/14/23 – No new updates</p> <p>1/11/24 – No new updates</p> <p>1/25/24 – No new updates with overall totals stated PA would like to know what has been paid to date and what is remaining.</p> <p>02/08/24 – PA would like to confirm the town is just paying for the overage cost.</p> <p>02/22/24 – BR to confirm totals with CTA.</p> <p>03/07/24 – BR to confirm totals with TV</p>		
Record	4	<p>Utilities</p> <ul style="list-style-type: none"> - Initial gas and electrical submission complete. - D&W provided contact info to CTA. CTA started coordination for install. <p>10/19: No new updates</p> <p>11/2/23 –CTA is in conversation with gas and electric company.</p> <p>11/16/23 –</p> <ul style="list-style-type: none"> • CTA met with National Grid on site and inspected the duct bank trench and require formwork concrete pour. • Gas Line – CTA is in conversation gas company. <p>11/30/23 – Electrical Duct Bank</p> <ul style="list-style-type: none"> • CTA is forming the primary and secondary duct bank. CTA is proceeding under protest and stated it is not part of their contract. PA feels it is part of their contract. 	5/18/23	

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		<p>12/14/23 – Per IS NGRID is on site with Digit locating the new utility pole. BR to contact Verizon.</p> <p>1/11/24 –</p> <ul style="list-style-type: none"> • NGRID - TV, IS and BR have been working with NGRID/Verizon. BR spoke directly with Verizon they stated they were dealing with an order work order number. TV, IS and BR to call Dan Milligan today for a status of the work order. <p>1/25/24 – Per CTA NGRID utility pole installation is scheduled for the week of 1/29/2004. Verizon’s site engineer will out on site to review utility pole location, BR will notify CTA when this occurs. Per CTA NGRID’s inspector will not allow primary and tel./com lines to pass over or under one another. CTA proposed (3) options.</p> <ol style="list-style-type: none"> 1. Switch locations of Verizon and NGRID utility poles. 2. Move Verizon pole inboard into the site. 3. Wait for the Verizon pole. 4. Verizon pole is the first to be installed. <p>02/08/24 – National Grid has installed their utility poles.</p> <p>Verizon - BR has confirmed Verizon will install their utility pole next week, BR to call early next week to confirm the date.</p> <p>02/22/24 – Verizon was onsite to install their utility pole.</p> <p>03/07/24 – Verizon and NGRID utility poles have been installed.</p> <ul style="list-style-type: none"> • Eversource – Per CTA Eversource needs (1) week to finalize the plan and the following week to start their work. <p>01/25/24 – No discussion</p> <p>02/08/24 – Eversource is onsite today installing their gas line working their way from the building to the street. The installation will be done in (2) phases so as to not disrupt the site entirely.</p> <p>02/22/24 – Eversource is onsite today installing the remaining gas line to street.</p> <p>03/07/24 – Gas line to street has been completed. Transformer is due to arrive on March 18th.</p>		
Town	6	<p>Owner Vendors</p> <ul style="list-style-type: none"> • ECO Tech – First Site visit completed. <p>10/19: Waiting on schedule – D+W to follow up Treatment plan for Fall is open.</p>		

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		<ul style="list-style-type: none"> • Loma update 10/19: Loma paperwork filed, no updates 01/11/24 – PA would like confirmation if the State had any updates or acceptance of paperwork. 1/25/24 – Per D & W Nitsch is responding from questions from FEMA. 02/08/24 – Per D&W no update • Furniture – Meeting with WB Mason today to review furniture plan. 11/30/23 - WB Mason to update their plans before next meeting. FB would like a copy of the list of furniture. 12/14/23 – Waiting on updated furniture plans and list of furniture. 01/11/24 – FB has received updated plans, list of furniture and has verified prices and gave the approval to move forward. KS stated steps should be in place now to have the blocking installed. 01/25/24 – Tim Grant is reviewing the millwork shop drawings. BR to speak with Tim if there are any additional blocking needed with their furniture. 02/08/04 – BR receiving blocking requirement layout and forwarded to D&W to issue a directive. Glass board in Vestibule will not require wood blocking. 02/22/24 – Baystate is installing wood blocking as T&M. BR to reach out to Tim Grant to set up a meeting with the department to discuss quote. Questions for Tim should be sent to him prior to the meeting. 03.07.24 – WB will meet today to discuss furniture and finishes. Alerting System – No update from Delvis. 11/30/23 - No Update 1/25/24 – BR to coordinate with AllComm. The project manager asked if there is an antenna for the station. It was discussed accommodations for an antenna was included in the grant. 02/08/24 – BR received confirmation AllComm will start their install of wiring the week of Feb. 19th. TM will reach out to Delvis regarding blocking requirements for antenna. 02/22/24 – Per AllComm change in start time, scheduled for next week. D & W to reach out to Delvis regarding blocking requirements for antenna. 03.07.24 – AllComm stated they will be on site this coming Monday to install their wiring for the alerting system. • Commissioning – Only mechanical systems will be tested. Submittals should be reviewed by RW Sullivan. TW to forward contact information to KS. 		

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		<p>RW Sullivan to be added to Procore. 11/30/23 - RW Sullivan has been added to Procore. Kickoff meeting will occur this January. 12/14/23 – No update 01/11/24 – RW Sullivan will be onsite 01/18/24 to review project and progress. 1/25/24 – Received RW Sullivan’s report and was forwarded to D & W and GGD. RW Sullivan will verify BR for kick-off meeting. 02/08/24 – No update 02/22/24 – Per R.W. Sullivan they require permanent power for the building prior for kick-off meeting. BR to send RW Sullivan the updated construction schedule. 03/07/24 – BR to meet with RW Sullivan on 3.22.24 for second walk-through. Kickoff meeting will be held once we have established permanent power.</p> <ul style="list-style-type: none"> • SCBA Vendor – Correction IPS Vendor 11/30/23 – • IPS Vendor -JM to reach out to vendor and refer to TM. 12/14/23 – PA to reach out to vendor. 01/11/24 – TM received pricing and sent to JM. JM to confirm all items have been addressed. 1/25/24 – TM confirmed Vendor to order the equipment. Need to coordinate pipe connection from the compressor to the fill station. 02/08/24 - GG met with the department and vendor and reviewed all the components. The quote was updated TM will forward to FB and a PO will be generated. 02/22/24 – FB to verify if PO was issued. 03/07/24 – The department approved the equipment and invoice was accepted, will verify if a PO was issued. 		
D+W	20	<p>D+W Non-conforming Log - CTA to provide completed items on excel log. 10/19: to be sent out 11/2/23 -Per TV excel file shared last week and will be updated. TM requested a revised progress copy to be sent each week. 11/16/23 – TV to resend latest Non-Conforming Log and will be sending updated progress log bi-weekly 11/30/23- CTA to send updated copy 12/14/23 – CTA provided updated log. D&W to review on site. 01/11/24 – D&W to provide updated log. 1/25/24 – D&W is updating log, GG will discuss item with TV. 02/08/24 – GG to review log and update</p>	10/5/23	

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		02/22/24 – GG to issue a revised non-conforming log 03.07.24 – D & W will issued a revised non-conforming log. Meeting Roll Call Room there is a crack in the concrete slab. CTA to speak with Lazaro.		
D&W	13.13	<p>Signal at Prospect St</p> <ul style="list-style-type: none"> Original PR showed a separate duct bank. D&W to speak with GGD if the spare in the original electrical duct bank can be used. <p>11/16/23- Jupiter to proceed as “Time and Material” 11/30/23 – D & W to update CCD to remove the work that goes across the Prospect St. CTA to provide a price for the traffic vendor portion. 12/14/23 – 3” conduit was installed. CTA to issue revised PR for traffic light portion. 01/11/24 – D & W to provide revised PR for traffic signal for the leftover portion. 1/25/24 – CTA to provide pricing. 02/08/24 – CTA is working on pricing. It was not determined if work was not completed it would affect the certificate of occupancy permit. 02/22/24 – CTA received pricing and will issue. 03.07.24 – Electrical conduit has been installed to the electrical handhold. CTA received (2) estimates. 1. Bell Traffic Signal (has worked for the town) – Note the Mast Arm ESD lead time is 20-22 weeks. 2. Dagle Electrical provided a price for equipment and sitework. Note: RP to send the estimates to GPI for review.</p>	11/2/23	
D&W/CTA	13.14	<p>Property Fence Line –</p> <ul style="list-style-type: none"> D&W to provide ASI <p>Existing Tree to be reviewed D&W to review after meeting. 11/16/23 – Town to discuss with owner to remove existing chain link fence and replace with new PVC. Existing tree to e trimmed. As-Built drawing will be updated. 11/30/23 – No update 12/14/23 – No update 01/11/24 – No update 01/25/24 – No update 02/08/24 – No update 02/22/24 – Update – (3) Separate Property Fence Items</p> <ol style="list-style-type: none"> Southern side entrance to site – Initially fence was moved back away from property line away from limit of work. Then moved back to install the utility poles. The town stepped in and approved the location of the fence. Northern side entrance to site – Existing chain link fence which is on the fire department’s property. Will be replaced with a new PVC fence which is part of the construction documents. After the site 	11/2/23	

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		<p>entrance work is complete the town will meet with the property owner.</p> <p>03.07.24 – CH and ND spoke with owner’s daughter and received approval to remove the existing chain link fence and install a new PVC fence. D&W to provide a directive for removal and installation of new fence. CH to provide an email regarding the conversation and approval of removal and installation of new fence. Also engineering will provide documentation to remove the existing fence and install new PVC fence.</p> <p>3. Planning Board request for additional 6’-0” black chain-link fence (PCO #40).</p> <p>03.07.24 – D&W issued their review and recommendation. Also needs to be brought to the department and town for their final approval and signoff.</p>		
Record	13.19	<p>Oil/Water Separator per IS will be installed this Monday paperwork has been filled out and pictures and video will be documented during testing of structure. MWRA will send a permit. IS stated Kneeland has coordinated all items.</p> <p>11/16/23 – Structure has been installed, the plumber has used hydraulic cement and “flex seal” to help stop the leaks. CTA stated any product outside of approved materials should be sent for approval first prior to any application.</p> <p>12/14/23 – MWRA will be onsite 12/15/23 to inspect the Oil/Water Separator.</p> <p>01/11/24 – MWRA inspected and approved. CTA to receive paperwork for record and forward D&W, PA and building department.</p> <p>1/25/24 – TV looking at ways for town to obtain paper copy of inspection.</p> <p>02/08/24 – CTA is working on obtaining copy of inspection.</p> <p>02/22/24 – TV to provide permit number to CH, CH to help obtain the approved inspection report from MWRA.</p> <p>03.07.24 – Per GG Paul Giffune have copies of the approved letter from MWRA. BR to reach out to Paul and ask if there is anything else that is needed.</p>	11/2/23	
CTA	14.13	<p>Dumpster Fence – GG to forward fencing material options to the town.</p> <p>11/30/23 – Meeting will be held with the town planner to discuss options.</p> <p>12/14/23 – Per ND town planner will speak with planning board members to discuss fencing material options.</p> <p>01/11/24 – D&W to provide options and will forward to planning board for review and approval.</p> <p>1/25/24 – D&W to meet with the planning board and present samples of cedar fence.</p> <p>02/08/24 – GG provided pictures of samples of fencing. CH to meet with the town planner to set up.</p> <p>02/22/24 – CTA received (2) estimates</p>	11/16/23	

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		<ul style="list-style-type: none"> • Chain linked – credit of \$20k. • Cedar – credit of \$18k. <p>It was discussed to provide options and the town planner can decide which one to approve. 03/07/24 – Per GG Bill Roth has all paperwork, waiting for planning boards response.</p>		
CTA/D&W	18.13	<p>JD discussed PCO 35, and provided a sketch for the canopy waiting for the trades to review and comment and will be finalized and submitted to D&W. 02/08/24 – Baystate revised sketch and framed front entrance canopy before D&W had a chance to approve sketch. CTA will re-submit the revised sketch to D&W for review. GG reviewed onsite and stated the canopy looked fine by requested signoff from their engineer. 02/22/24 – GG asked if Baystate could provide a scaled drawing as to how the front entrance canopy was constructed, EDG can then review. 03.07.24 – CTA has as-built drawing from Baystate it was sent to Steeltech and Steeltech’s engineer will respond. CTA will provide drawing to D&W for their structural engineer to review.</p>	01/25/24	
Record	19.12	<p>Town’s Fiber – BR to reach out to Rod Jenks and provide an update on the project. 02/22/24 – BR to speak Rod Jenk, Trish Shropshire and Stephan Hooke to set up a meeting with the department to discuss fiber and communication requirements for the station. 03.07.24 – BR has scheduled a meeting to discuss the town’s fiber and communication. AM to send out invitation.</p>	02/08/24	
CTA	19.13	<p>KS is waiting on outstanding submittal and R&R schedules from CTA. 02/22/24 – JD is reviewing and will be sending out next week. 03.07.24 - CTA has sent out the outstanding submittal and R&R schedule.</p>	02/22/24	03/07/24
Record	20.9	<p>MVRA (Moisture Vapor Reduction Add Mixture) – To date there has been no testing results from the cores of the slab for the warranty for the MVRA. ISC Logic is the manufacturer. TV will reach out to ISC Logic. 03.07.24 – Per CTA is working with Boro and ISC. JT cautioned CTA to check the language on the warranty to verify if there are time restraints on submitting the samples. RP asked CTA to make sure they receive all documentation. This item will be added as part of the close out log.</p>	02/22/24	03/07/24
ALL	20.10	<p>Prevailing Wage Update - Kneeland sent an RFI to CTA, indicating the changing of Local 51 to Local 12 which increased the hourly wage rate for the remainder of the project. Towns that are affected are Stoughton, Randolph,</p>	02/22/24	

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		Holbrook, and Avon. FB to reach out to these communities and ask if they have any municipal projects underway currently. Chief Carroll has a scheduled meeting with Senator Timilty and will discuss. 03/07/24 – Per JT per MGL Chapter 149 under the general bidding process the anniversary date for the annual update of the wage schedule for multi-year contracts is the execution date of the general contract. The contract date was in May. RP to issue an email discussing the anniversary of the contract, and the wage rate increase and let the town council make the decision on how it should handled. legally.		
All	20.12	Per D&W hardware and door PCO's are justified. PA is not willing to sign off with these PCO's with a scheduled disclaimer. Any future PCO's if there is a schedule impact note it on the PCO and it will be discussed. JD will speak with LC.	02/22/24	03/07/24
All	20.13	BR suggested having TV reach out to the Building Commissioner and set up a meeting to discuss future inspections and requirements for the certificate of occupancy. 03/07/24 – RP left several messages to the building commissioner but has not received a call back.	02/22/24	
All	20.14	Equipment List - AM and AF are presently working on. 03/07/24 – Equipment list is ongoing.	02/22/24	
		New Business		
Record	21.1	Construction Schedule <ul style="list-style-type: none"> • 3 week look ahead <u>Sitework</u> <ul style="list-style-type: none"> • 3" traffic conduit installed. • install site lighting base. • pipe sight lighting. • Digit lays out generator pad. • Raise electric manhole cover to grade. • Finish pull string work for the primary electrical duct bank. • Inspection for setting transformer. <u>Building Roof Level</u> <ul style="list-style-type: none"> • Delivery of RTU 1 & VRF • Prep for RTU curb. • Install RTU curb & HVAC curb. • Install condensing unit 5 units. • Exhaust fans. • Electrical cores and water supply and gas cores. • Install roof hatch ladder. • Install rigid insulation, z girts & metal panel(Apparatus Roof). 	03/07/24	03/07/24

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		<u>Second Floor Level</u> <ul style="list-style-type: none"> • Sheetrock soffits and walls • Tape walls and soffits. • Finish all MEP work above the hard ceilings in bathrooms. • Prime finished wall • Sprinkler Head Drops at Soffits • GWB installation - walls & ceiling <u>1st Floor Level</u> <ul style="list-style-type: none"> • Plumbing and electrical rough inspection. • Interior CMU (main building) • Install door frame for mason to finish walls. • Interior metal stud framing (main building) (missing frames) • Install Stair 2 & Handrail • Prep and pour Stair 2 SOG • Plumbing rough- overhead • Electrical rough - in wall • Sprinkler pipe installation • HVAC Overhead <u>Maintenance / Apparatus Bay</u> <ul style="list-style-type: none"> • Install overhead doors. • Install misc. metals angles. • Core wall for sprinkler drain and pipe. <u>Exterior Walls</u> <ul style="list-style-type: none"> • Install rigid insulation. • Metal panel installation. • Caulk windows. <u>Milestones</u> <ul style="list-style-type: none"> • Head of wall firestopping. • Slab placement in Apparatus Bay and stair 2 slab. • Thru- Wall Penetrations. 		
Record	21.3	RFI's <ul style="list-style-type: none"> • RFI #100.1 – Sawcut Plan • RFI #104 – Millwork – solid cherry – quarter sawn 	03/07/24	03/07/24
Record	21.4	PCO's <ul style="list-style-type: none"> • #50 – Traffic Signal Package 	03/07/24	03/07/24
Record	21.5	PR's – No discussion	03/07/24	03/07/24
Record	21.6	ASI's - No Discussion	03/07/24	03/07/24
Record	21.7	Certified Payroll Update – No discussion	03/07/24	03/07/24
Record	21.7	Safety Update – No discussion	03/07/24	03/07/24

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Record	21.8	Updated Construction Schedule – Per CTA should be available next week	03/07/24	
CTA/D&W	21.9	Upcoming Mock-ups – Roof Edge	03/07/24	
PA/D&W	21.10	PCO's – RP discussed with GG we need to focus on all PCO's example charging station.	03/07/24	
All	21.11	Abutters complaining about noise and traffic. Also safety lighting glaring from the windows on the second floor towards the neighbor, perhaps a safety cloth to cover the windows. No equipment to start before 7:00 am, BR did speak with BP. CTA to send a memo to their subcontractors when coming to site the trucks should be driving slowly with no idling down braking. PA should receive a copy of the memo.	03/07/24	
CTA/D&W/PA	21.12	Keying Meeting – CTA has a generic list master/submaster, they will forward to all. Trying to set it up for next Thursday. BR mentioned next Thursday there will be a meeting with the department and town to discuss IT/Communication. BR mentioned possibly the following Thursday.	03/07/24	
CTA/D&W	21.13	Entrance Sign – Approval of the entrance sign location. D&W to review location	03/07/24	
CTA/PA	21.14	Commissioning – LC stated CTA wants RW Sullivan's checklist forms sent to them so they can give to their subcontractors	03/07/24	
CTA/PA	21.5	Fire Hydrant – CTA requested to have the water department come to the site to raise the fire hydrant to match the site grading. BR to call Phil McNulty	03/07/24	
PA	21.6	Chief Carroll sent an email to IPS, on the availability of their installers to visit the site.	03/07/24	
Next Full Meeting: 3/21/24 Working Group: 3/28/24				