

# MEETING NOTES



**PROJECT TITLE:** Carver Police Station Building Project  
3 Center Street, Carver, MA 02330

**MEETING: 019**

**Conference Line:** Microsoft Teams Meeting  
+1 (866) 780-3080, ID: 169 567 236#

**Meeting Date:** July 1, 2020 at 1:00pm  
**Next Meeting:** July 8, 2020 at 1:00pm

**Prepared by:** Alyssa Chatani – CHA

**Attending:**

- Chief Marc Duphily, Carver Police Department ☐
- Bryan Berriault, Carver Police Department ☒
- Chief Craig Weston, Carver Fire Department ☐
- Richard LaFond, Town of Carver ☐
- Bill Harriman, Town of Carver ☒
- Dave Robertson, Town of Carver ☐
- Dave Siedentopf, Town of Carver ☒
- Jon Delli Piscoli, Town of Carver ☐
- Robert Francis, Town of Carver ☐
- Kevin Thompson, Tower Construction ☒
- Patrick Fitzgerald, Tower Construction ☒
- Brian Humes, JHA ☒
- Andrew Whitehouse, JHA ☒
- Alyssa Chatani, CHA ☒
- Joe Sullivan, CHA ☒

Item	Description	Status/ Action
	<b>Schedule</b> <b>07/01/2020</b>	
19.01	• Masonry work is ongoing, should be completed week of July 13.	Tower
19.02	• Plumbing and electrical rough in is ongoing.	Tower
19.03	• Steel beam in Sally Port has been set, to be welded tomorrow.	Tower
19.04	• Metal studs should be completed the week of July 13.	Tower
19.05	• Began exterior sheathing and wrapping up truss installation.	Tower
19.06	• Mockup upcoming by CHA and JHA.	Tower
19.07	• Wet well delivery is scheduled for next week and the week the week of July 13.	Tower
18.01	• Reviewed 3WLA. The mason is continuing sally port walls, 2 weeks left for laying block.	Tower
18.02	• Plumbing, mechanical and electrical work is being coordinated with the masonry work.	Tower
18.03	• Carpentry is about 80% done, partial delivery of trusses received.	Tower
18.04	• Metal studs and hunter panels upcoming.	Tower

18.05 17.01	<ul style="list-style-type: none"> <li>Wet well delivery is end of next week or the week after.</li> <li>Reviewed 3LWA. Mason has mobilized; started laying block in Sally Port. Staging was delivered today and they are erecting it now. Duration will be for the next 3-4 weeks. Grouting test and period mortar samples upcoming. CHA to coordinate Briggs.</li> </ul>	Tower Tower/CHA
17.02	<ul style="list-style-type: none"> <li>Electrician has been on site working with the mason on tying in the door frame electrical work. CHA mentioned to review FFE locations with coordination drawings.</li> </ul>	Tower/CHA
17.03	<ul style="list-style-type: none"> <li>Framer is here doing base flashing at perimeter walls this week and next. Continuing to frame outside walls. Trusses are scheduled to be delivered next week and then sheathing will commence.</li> </ul>	Tower
17.04	<ul style="list-style-type: none"> <li>Wet well delivery is approx. two weeks from Friday. Holding tank is 2 weeks after that approx. mid-July.</li> </ul>	Tower
17.05	<ul style="list-style-type: none"> <li>Detention frames will be delivered tomorrow.</li> </ul>	Tower
19.08 18.06 17.06 17.07	<b>Site Logistics 07/01/2020</b> <ul style="list-style-type: none"> <li><b>Tower moved the fence to allow library access.</b></li> <li>Tower will be moving fence by the end of the week.</li> <li>Kevin and Dave S. will walk to review how to open the fence by library. Removable road blocks are an option to block traffic flow.</li> <li>Sign location underground is done and location is still TBD.</li> </ul>	Tower Tower TOC/Tower JHA/TOC
19.09 18.07 17.08	<b>Submittals 07/01/2020</b> <ul style="list-style-type: none"> <li><b>No hot submittals. Hollow metal frames are being followed up on.</b></li> <li>Finish submittals upcoming, samples to be delivered next week.</li> <li>No hot submittals; color samples are all set. Finishes and wallcovering submittals are upcoming.</li> </ul>	JHA/Tower JHA/Tower JHA/Tower
19.10 18.08 17.09	<b>RFI's 07/01/2020</b> <ul style="list-style-type: none"> <li><b>Only one open RFI: antenna response upcoming.</b></li> <li>Upcoming RFI for confirmation on toilet flush valves, toilet dimensions and toilet paper locations; New RFIs are a revision to 26: question on the fence location by the radio tower and 31: mechanical vendor has a question regarding refrigeration lines.</li> <li>Followed up with sprinkler sub and will be submitting a question on additional 6" port at the tank. Additional RFI will be a revision to RFI-26 of layout by generator pad and the tower; just need approval.</li> </ul>	JHA/Tower JHA/Tower JHA/Tower
19.11	<b>PR's, ASI's, PCO's 07/01/2020</b> <ul style="list-style-type: none"> <li><b>Reviewed PCO log. Barber change order deadline given or architect will assign it a value. Tower following up on pre-cast curb pricing. JHA is following up on the clips in the security ceiling.</b></li> </ul>	Tower/JHA

19.12	<ul style="list-style-type: none"> <li>Two new ASIs were issued on electrical (additional phone in break room and additional monitor in lobby) and curbing changes by library.</li> </ul>	Tower/JHA
18.09	<ul style="list-style-type: none"> <li>Reviewed PCO log. Wall type revision upcoming. Cape cod berm to be replaced with pre-cast curb; pricing upcoming.</li> </ul>	Tower
18.10	<ul style="list-style-type: none"> <li>CHA brought up a potential issue with detention cells, need additional anti-suicide product in the security ceilings. JHA to check on clips.</li> </ul>	JHA/CHA
17.10	<ul style="list-style-type: none"> <li>Reviewed PCO log. Expecting pricing from Barber on the wall type revision this week. AEC submitted on ASI-13 pricing.</li> </ul>	Tower
17.11	<ul style="list-style-type: none"> <li>Motion by Dave Siedentopf, seconded by Chief Duphily to reject PCO #18, and request only an annunciator panel in the vestibule and the Fire Alarm Control Panel in the Communications Room (Room # 114). Motion passed 4 – 0.</li> </ul>	TOC
17.12	<ul style="list-style-type: none"> <li>New ASI on clarification for storefront colors.</li> </ul>	JHA
19.13	<b>Master Schedule</b> <b>07/01/2020</b> <ul style="list-style-type: none"> <li>Updating master schedule over next week or two.</li> </ul>	Tower
18.11	<ul style="list-style-type: none"> <li>Ongoing.</li> </ul>	Tower
17.13	<ul style="list-style-type: none"> <li>Master schedule has been updated as of 5/30/2020.</li> </ul>	Tower
19.14	<b>Certified Payroll</b> <b>07/01/2020</b> <ul style="list-style-type: none"> <li>Tower will send June Certified Payroll Reports.</li> </ul>	Tower
18.12	<ul style="list-style-type: none"> <li>Certified payrolls are up to date through May.</li> </ul>	Tower
17.14	<ul style="list-style-type: none"> <li>Certified payrolls are up to date through May.</li> </ul>	Tower
19.15	<b>As Built Drawings</b> <b>07/01/2020</b> <ul style="list-style-type: none"> <li>Continuing to update on trailer set, CAD will be updated at closeout.</li> </ul>	Tower
18.13	<ul style="list-style-type: none"> <li>Ongoing.</li> </ul>	Tower
17.15	<ul style="list-style-type: none"> <li>As-built updates are ongoing.</li> </ul>	Tower
19.16	<b>Requisitions</b> <b>07/01/2020</b> <ul style="list-style-type: none"> <li>Tower sent out Pencil Req. #5, JHA and CHA to review.</li> </ul>	CHA/JHA
18.14	<ul style="list-style-type: none"> <li>Check for requisition #4 will go out tomorrow; #5 draft by next week.</li> </ul>	Tower
17.16	<ul style="list-style-type: none"> <li>Requisition #4 was submitted on Friday and a check will be cut the end of next week.</li> </ul>	TOC
19.17	<b>New Business</b> <b>07/01/2020</b> <ul style="list-style-type: none"> <li>Briggs was on site inspecting masonry; no issues.</li> </ul>	Tower/CHA
19.18	<ul style="list-style-type: none"> <li>Lan-Tel and Signet proposal decision upcoming.</li> </ul>	TOC
19.19	<ul style="list-style-type: none"> <li>As-builts on the septic are coming from Tower, Board of Health will</li> </ul>	Tower/TOC

19.20	need them for record.	Tower
19.21	• Window/door mockup upcoming; Tower to schedule w/ CHA & JHA.	TOC
19.22	• Color chart given for cupola color; Bill to review, selection upcoming.	Tower
19.23	• Tower met with Delta to coordinate the wet well installation.	Tower/JHA
18.15	• Roof hatch discussion; need to confirm if required by code.	
	• Sketches upcoming on adding a monitor to the lobby and adding a phone in the break room.	JHA
18.16	• Briggs will be on site Friday for visual grouting inspection and mortar samples.	CHA
17.17	• New proposals received from Signet and Lan-Tel. Town's preference is the Avigalon system which Lan-Tel has provided in their pricing.	TOC
17.18	• Discussion on the library corner curbing, will review in the field.	
17.19	• Discussion on adding a monitor in the lobby area, JHA will issue sketch and Tower will request pricing from AEC.	TOC/Tower JHA/Tower
17.20	• Question if there was a phone in the break room; will need to add.	JHA
17.21	• Overhead speakers not owned and will need to be priced for speakers and wiring.	TOC/CHA
17.22	• Transferring to Microsoft Teams; Note: new conference number.	CHA

The next Carver Police Station meeting is scheduled for Wednesday, July 8th at 1:00 PM via conference line +1 (866) 780-3080, ID: 169 567 236# or with the option to meet on site (please bring a mask).

These meeting notes are a summary of the items discussed as understood by the writer. If you have any additions/corrections, please contact the writer otherwise these will be entered into the project record.