

# MEETING NOTES



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

**MEETING: 036**

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

**Meeting Date:** October 28, 2020 at 1:00pm  
**Next Meeting:** November 4, 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 10/28/2020</b>	
36.01	• Wrapping up wall board finishes this week.	Tower
36.02	• Roofing/cupola: issue with the gauge of the clips; needs to be compatible with the copper. Ongoing.	Tower
36.03	• Fiberglass columns and trim, Empire to be back on site by Tuesday; will need 3 days to complete.	Tower
36.04	• Storefront doors to be completed by next Friday.	Tower
36.05	• Continue to prime and paint; continue exterior.	Tower
36.06	• Interior electrical and mechanical ongoing at main building.	Tower
36.07	• Gutter to be completed on Monday.	Tower
36.08	• Acoustical grid to be finalized by next Friday.	Tower
36.09	• Detention ceilings to be finalized by Monday.	Tower
36.10	• Concrete, exterior pads, and sidewalks by next Friday.	Tower
36.11	• Outbuilding drywall of ceilings this week; rough trades continue.	Tower
36.12	• Verified wire mesh partitions dimensions; overhead door upcoming.	Tower

36.13	<ul style="list-style-type: none"> <li>Site prep continues, binder is complete, curbing to be installed next week.</li> </ul>	Tower
36.14	<ul style="list-style-type: none"> <li>Temp heat upcoming on 11/5 &amp; 11/6; FD to verify install.</li> </ul>	Tower
35.01	<ul style="list-style-type: none"> <li>Topping out walls and taping continues this week.</li> </ul>	Tower
35.02	<ul style="list-style-type: none"> <li>Roofing/cupola work ongoing; working on an issue with clips.</li> </ul>	Tower
35.03	<ul style="list-style-type: none"> <li>Fiberglass columns and trim work taking place this week.</li> </ul>	Tower
35.04	<ul style="list-style-type: none"> <li>Storefront doors will arrive next week.</li> </ul>	Tower
35.05	<ul style="list-style-type: none"> <li>Continue to paint finish at exterior this week and next.</li> </ul>	Tower
35.06	<ul style="list-style-type: none"> <li>Interior electrical and mechanical rough continues.</li> </ul>	Tower
35.07	<ul style="list-style-type: none"> <li>Exterior joint sealant work continues.</li> </ul>	Tower
35.08	<ul style="list-style-type: none"> <li>Interior priming continues this week with first coat scheduled next week.</li> </ul>	Tower
35.09	<ul style="list-style-type: none"> <li>Acoustical ceiling grid begins on Monday with the exception of men's locker room area. Detention ceilings begin next week.</li> </ul>	Tower
35.10	<ul style="list-style-type: none"> <li>Tile for bathrooms is two weeks out.</li> </ul>	Tower
35.11	<ul style="list-style-type: none"> <li>Site fire protection and at outbuilding continues.</li> </ul>	Tower
35.12	<ul style="list-style-type: none"> <li>Concrete exterior pads scheduled for the 28<sup>th</sup> and into the next week.</li> </ul>	Tower
35.13	<ul style="list-style-type: none"> <li>Outbuilding framing and drywall starts this week with the overhead door upcoming. Overhead doors at Sally Port have been installed.</li> </ul>	Tower
35.14	<ul style="list-style-type: none"> <li>Wire mesh partitions in the outbuilding are upcoming.</li> </ul>	Tower
35.15	<ul style="list-style-type: none"> <li>Site prep for binder is ongoing; grading tomorrow, binder on Friday and curbing early next week.</li> </ul>	Tower
34.01	<ul style="list-style-type: none"> <li>Gypsum board assemblies ongoing with taping and hanging any remaining sheet rock; to be completed next week.</li> </ul>	Tower
34.02	<ul style="list-style-type: none"> <li>Continue fire taping and beginning to prime walls this week.</li> </ul>	Tower
34.03	<ul style="list-style-type: none"> <li>The roofer will return this week and copper to be installed next week.</li> </ul>	Tower
34.04	<ul style="list-style-type: none"> <li>PVC and siding to be complete this week, and storefront frames early next week.</li> </ul>	Tower
34.05	<ul style="list-style-type: none"> <li>Interior mechanical and electrical rough is ongoing.</li> </ul>	Tower
34.06	<ul style="list-style-type: none"> <li>Joint sealants and also painting are ongoing</li> </ul>	Tower
34.07	<ul style="list-style-type: none"> <li>Acoustical grid tentatively scheduled for the week of the 26<sup>th</sup>.</li> </ul>	Tower
34.08	<ul style="list-style-type: none"> <li>Fiberglass columns are being delivered today.</li> </ul>	Tower
34.09	<ul style="list-style-type: none"> <li>Dig It will be here over the next couple weeks with sitework ongoing.</li> </ul>	Tower
34.10	<ul style="list-style-type: none"> <li>Binder date TBD by the next weekly meeting. Site fire protection is ongoing; water lines to the hydrant are being installed.</li> </ul>	Tower
34.11	<ul style="list-style-type: none"> <li>Site concrete next week and into the following week.</li> </ul>	Tower
	<b>Site Logistics &amp; COVID-19 Impacts</b> <b>10/28/2020</b>	
36.15	<ul style="list-style-type: none"> <li>Tower continues to monitor COVID-19 prevention.</li> </ul>	Tower
35.16	<ul style="list-style-type: none"> <li>Tower continues to monitor COVID-19 prevention.</li> </ul>	Tower
34.12	<ul style="list-style-type: none"> <li>Tower continues to monitor COVID-19 prevention.</li> </ul>	Tower
	<b>Submittals</b> <b>10/28/2020</b>	
36.16	<ul style="list-style-type: none"> <li>No hot submittals.</li> </ul>	

35.17	<ul style="list-style-type: none"> <li>New light pole base was approved; lighting submittal has been submitted.</li> </ul>	Tower/JHA
34.13	<ul style="list-style-type: none"> <li>Resubmittal upcoming on the wire mesh partitions; Tower is coordinating on the flag pole with JHA.</li> </ul>	Tower
36.17 35.18 34.14	<b>RFI's</b> <b>10/28/2020</b> <ul style="list-style-type: none"> <li><b>Dedication plaque is under review; no new RFIs.</b></li> <li>Dedication plaque is under review; no new RFIs.</li> <li>The dedication plaque is in the works; Patrick is updating RFI log.</li> </ul>	<b>TOC</b> TOC JHA/Tower
36.18 36.19  36.20 35.19 35.20  34.15 34.16	<b>PR's, ASI's, PCO's</b> <b>10/28/2020</b> <ul style="list-style-type: none"> <li><b>Locker ASI pricing pending Barber Drywall revision of pricing.</b></li> <li><b>G&amp;H to place all condensed units on a pad at south side of building outside of the Sally Port; sketch upcoming. May be possible to adjust landscaping to help with screening.</b></li> <li><b>PCO #22 voided for carpet attic stock; 10% to be provided at no cost.</b></li> <li>Locker pricing upcoming.</li> <li>Discussion on condensing units location: owner requests for them to not be on the roof, but potentially 2 on a pad behind sally port and 2 at the rear of the building by sidewalk.</li> <li>CO #5 has been executed; all other ASI pricing is upcoming.</li> <li>PCO #33 &amp; 35 are recommended for approval by BER; \$1,823.64 and \$508.72 respectively. A PCO for the \$0 cupola change should be included, lightning protection at the outbuilding, and added lockers.</li> </ul>	<b>Tower</b> <b>JHA</b>  <b>Tower</b> Tower Tower/JHA  Tower Tower
36.21 35.21 34.17	<b>Master Schedule</b> <b>10/28/2020</b> <ul style="list-style-type: none"> <li><b>Master schedule update upcoming; on schedule, no delays.</b></li> <li>Master schedule update upcoming; on schedule, no delays.</li> <li>Master schedule to updated this week.</li> </ul>	<b>Tower</b> Tower Tower
36.22 35.22 34.18	<b>Certified Payroll</b> <b>10/28/2020</b> <ul style="list-style-type: none"> <li><b>50% DCAMM scores distributed; Tower continuing to update CPRs.</b></li> <li>50% DCAMM scores upcoming; Tower working on CPR update.</li> <li>50% DCAMM scores upcoming; CPR update upcoming.</li> </ul>	<b>CHA/Tower</b> CHA/Tower CHA/Tower
36.23 35.23 34.19	<b>As Built Drawings</b> <b>10/28/2020</b> <ul style="list-style-type: none"> <li><b>Dig It as-built upcoming.</b></li> <li>Dig It as-built upcoming.</li> <li>Received Lapan as-builts electronically, Dig It's and AEC's upcoming.</li> </ul>	<b>Tower</b> Tower Tower

<p><b>36.24</b> 35.24 34.20</p>	<p><b>Requisitions 10/28/2020</b></p> <ul style="list-style-type: none"> <li>• <b>Req #8 check to be sent next week.</b></li> <li>• Req #8 check will be cut this week.</li> <li>• Stored material paperwork received; Req #8 payment is 2 weeks out.</li> </ul>	<p><b>TOC</b> TOC TOC</p>
<p><b>36.25</b>  <b>36.26</b> <b>36.27</b>  <b>36.28</b> <b>36.29</b> <b>36.30</b> <b>36.31</b> <b>36.32</b> <b>36.33</b> <b>36.34</b> <b>36.35</b> <b>36.36</b> <b>36.37</b> <b>36.38</b> <b>36.39</b>  <b>36.40</b> <b>36.41</b>  <b>36.43</b> <b>36.44</b>  <b>36.45</b> <b>36.46</b> <b>36.47</b> <b>36.48</b> <b>34.49</b> <b>35.25</b>  <b>35.26</b> <b>35.27</b> <b>35.28</b> <b>35.29</b> <b>35.30</b> <b>35.31</b></p>	<p><b>New Business 10/28/2020</b></p> <ul style="list-style-type: none"> <li>• <b>Steve Child (S&amp;S) on site today; will be back on Monday for the foundation.</b></li> <li>• <b>Discussion on status of any open proposals; New Era work upcoming.</b></li> <li>• <b>Road sign will likely be design #4 as a change order with Tower. JHA to provide ASI; uplighting requested at the sign and training room.</b></li> <li>• <b>Discussion on the seal at the gable end.</b></li> <li>• <b>Tower working with AEC on permanent power date.</b></li> <li>• <b>Interior signage package upcoming.</b></li> <li>• <b>BER is providing a design price for assisting with energy credits.</b></li> <li>• <b>Tower discussing weather vane with Belcour.</b></li> <li>• <b>Brian Humes will be on site Tuesday, November 3 likely around noon.</b></li> <li>• <b>Dave S. will handle police station directional signs through DPW.</b></li> <li>• <b>DPH will inspect when JHA completes pre-inspection checklist.</b></li> <li>• <b>WB Mason meeting on Monday to select final colors.</b></li> <li>• <b>High density storage proposal has been completed and sent.</b></li> <li>• <b>Fiber line installation upcoming; Dig It has called Dig Safe.</b></li> <li>• <b>Tower to confirm final paving with Dig It will be after substantial completion.</b></li> <li>• <b>Screen for the projector in the training room; Tower to review.</b></li> <li>• <b>Generator move is being coordinated with AEC; confirming who will fill it.</b></li> <li>• <b>Comcast is scheduled to come on site Friday between 10-12.</b></li> <li>• <b>Console layout verified with Tower; will block outlet locations. Kevin will lay out with tape for Tuesday's walk-through.</b></li> <li>• <b>Cable tray installation has been coordinated with AEC.</b></li> <li>• <b>Site curbing to be installed next week; no CCB on this project.</b></li> <li>• <b>Above ceiling inspections upcoming; Tower to provide notice.</b></li> <li>• <b>Two undercounter refrigerators are to be provided by owner.</b></li> <li>• <b>Biweekly meetings will commence after next meeting.</b></li> <li>• <b>Steve Child (S&amp;S) will be out this week or next; date upcoming for the foundation. Concrete testing to be scheduled; further discussion whether he owns or to be Briggs testing.</b></li> <li>• <b>Signing off on last proposal for IT/network scope.</b></li> <li>• <b>Intercom work for the front lobby upcoming.</b></li> <li>• <b>Road sign is under review; decision to made next week.</b></li> <li>• <b>Discussion on adding a seal to the gable end.</b></li> <li>• <b>Permanent power: working on a date for AEC to be ready.</b></li> <li>• <b>Dave S. spoke to Larry Page about raising the septic heads.</b></li> </ul>	<p><b>TOC</b>  <b>TOC</b> <b>TOC/JHA</b>  <b>JHA/TOC</b> <b>Tower</b> <b>Tower</b> <b>JHA/BER</b> <b>Tower</b> <b>JHA</b> <b>TOC</b> <b>JHA</b> <b>TOC/CHA</b> <b>TOC</b> <b>Tower</b> <b>Tower</b>  <b>Tower</b> <b>Tower</b>  <b>TOC</b> <b>JHA/Tower</b>  <b>Tower</b> <b>Tower</b> <b>Tower</b> <b>CHA/TOC</b>  <b>TOC</b>  <b>TOC</b> <b>TOC</b> <b>TOC</b> <b>TOC</b> <b>Tower</b> <b>TOC</b></p>

35.32	• Interior signage upcoming; using construction numbers.	Tower
35.33	• Energy credit documentation upcoming; JHA working with BER.	JHA
35.34	• Weathervane discussion with Belcour.	Tower
35.35	• Reviewing tree trimming; check in to see what Chief Weston thinks.	TOC
35.36	• Considering police sign directional from the road.	TOC
35.37	• Lighting programming for the training room should allow the room to be lit.	TOC
35.38	• Temp heat is a few weeks away.	Tower
35.39	• DPH inspection in the old station failed; need to inspect new building at 90%. Lessons learned from Lakeville were that the cell doors are meant to be mounted flush to the floor to avoid suicide risk, and grates for the ventilation are to be a specified size.	TOC
35.40	• Chief waiting on Tim Grant for WB Mason for status.	TOC/CHA
35.41	• Town is working on a purchase order for Aurora.	TOC
35.42	• Irrigation sleeves have been installed; Dig It will bill for piping only. Sidewalk areas upcoming.	Tower
35.43	• Dig It called in Dig Safe for the fiber line installation.	Tower
35.44	• Back gate at existing parking lot has a mountable curb, will be removing due to plowing, will still be accessible on a daily basis.	TOC
35.45	• Curbing by the library was approved; let Bill know to give notice to the library.	Tower/TOC
34.21	• Comcast and Comm Tech visited the site this week for review.	TOC
34.22	• Color selections with Aurora are being recommended by CAMA.	JHA
34.23	• A photo of the installed refrigerant lines should be submitted to JHA.	Tower
34.24	• Steve Child from S&S was sent a NTP, plans are upcoming.	TOC
34.25	• Colors for the dispatch consoles have been decided and sent to Mike.	TOC
34.26	• Mike Shaw continues to coordinate with New Era.	TOC
34.27	• JHA sent over the road sign mock-up; to be discussed.	TOC
34.28	• Tracking permanent power date; waiting on a date from AEC.	Tower
34.29	• Dave S. is coordinating with Larry Page on raising the heads at septic.	TOC
34.30	• Tracking interior signage submittal; expected this week.	Tower
34.31	• JHA is coordinating with BER on the energy credits.	JHA
34.32	• Joe/Dave S. to meet with Kerry this week.	TOC/CHA
34.33	• Tracking weathervane discussion with Belcour.	Tower
34.34	• DPW is coordinating the tree trimming on site tomorrow.	TOC
34.35	• Confirmed 1" line to the fire pump room based on P-3.0 (1/17/20)	Tower
34.36	• Dig It to trench for the gate, Joe is supplying the conduit.	Tower/CHA
34.37	• Dawn + Kevin discussing the wire tray, will determine how to proceed.	Tower
34.38	• Temp heat discussion upcoming.	Tower

The next Carver Police Station meeting is scheduled for Wednesday, November 4<sup>th</sup> 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.