

Stoughton Fire Department – Station No. 1 Prospect Street
Full Meeting #34 Agenda September 5, 2024 10:30am

Agenda

1. Old Business

- a. Review of Project Meeting #33 Minutes – Open Item

2. Regular Business

- a. Construction Schedule / Substantial Completion
- b. Submittals
- c. RFI's
- d. PCO's
- e. PR's
- f. ASI's
- g. Safety Update
- h. Certified Payroll Update

3. New Business

- a. Open Discussion

End of Meeting

**Stoughton Fire Department – Station No. 1 Prospect Street
Project Meeting #33 Minutes August 22, 2024 10:30am**

Name	Department/Company	Attendance
Chief Michael Carroll – (MC)	Stoughton Fire Department	
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
Nick Dufresne – (ND)	Town of Stoughton	X
Bill Roth – (BR- Jr.)	Town of Stoughton – Town Planner	
Jack Erickson – (JE)	Town of Stoughton - Building Commissioner	
Glen Gollrad – (GG)	Dore + Whittier	X
Kevin Seniw – (KS)	Dore + Whittier	
Donald Walter – (DW)	Dore + Whittier	
John Thompson – (JT)	Dore + Whittier	X (online)
Taylor MacDonald – (TM)	Pomroy Associates	X
Alex Murphy – (AM)	Pomroy Associates	
Molly Pomroy – (MP)	Pomroy Associates	X (online)
Anthony Fonseca	Pomroy Associates	
Bob Rice – (BR)	Pomroy Associates	X
Rick Pomroy – (RP)	Pomroy Associates	
Lyle Coghlin – (LC)	CTA Construction	
Terry Vieux – (TV)	CTA Construction	
Jo-Ann Darrigo – (JD)	CTA Construction	X
Leo Gallant – (LG)	CTA Construction	X

<u>ACTION BY</u>	<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>DATE OPENED</u>	<u>DATE CLOSED</u>
Record	4	<p>Utilities Refer to previous meeting minutes.</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. 01/25/24 – No discussion 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. 02/22/24 – Eversource is onsite today installing the remaining gas line to street. 03/07/24 – Gas line to street has been completed. 	5/18/23	

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		<p>Transformer is due to arrive on March 18th. 03/21/24 – Per CTA the gas line run is to the generator and the pressure test passed. 04/04/24 – Eversource was onsite and requested a 3’-0” x 4’-0” concrete pad for the gas meter. Per CTA the generator is scheduled for June, CTA to confirm. 04/18/24 – Per CTA as of today June delivery date of generator is the same. Location of gas meter pad to be determined in field. 5/2/24- Gas Meter Pad is set; June delivery for generator still expected 5/16/24 – Generator arrival schedule has not changed. 5/30/24 – Per CTA delivery date for generator is 6/24/24. Also, the gas meter was installed too low, Eversource will be back to raise the meter up. 6/13/24 – Per CTA waiting for confirmation for their return. 6/27/24 – Eversource sawcut a portion of the sidewalk, re-configured the gas line and installed the gas meter. Also, the generator was set on the concrete pad. 7/11/24 – Eversource brought gas to meter bars. Next steps are Kneeland and Jupiter to finish their work, then schedule generator company for testing. Side walk fix 4,500 psi minimum with the install of dowels. 7/25/24 – Gas all set to meter. Still needs to go to each unit. Pole removal scheduled for Monday 8/5. Sidewalk fix completed. EV Charging – need clarification on second route. JD to credit back on PCO on EV? – need to look at PCO’s. 8/8/24 –</p> <ul style="list-style-type: none"> • Gas service to building is complete • Temporary electric poles have not been removed; CTA has sent an email to NGRID for status. • BR to speak with Dan Milligan (NGRID) on EV status. Also, a PCO was issued for the underground work that was not done. It needs to be issued back. <p>8/22/24 – EV Status – BR spoke with Dan Milligan all the information was sent to the engineering department for review. BR will call at the end of month with status. 8/22/24 – Utility Poles - NGRID was onsite removing an old transformer on (1) of the utility poles onsite. The foreman from NGRID mentioned the existing phone lines need to be removed prior to the utility pole removal. LG is in contact with Comcast.</p>		

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Town	6	<p>Owner Vendors Refer to previous meeting minutes.</p> <ul style="list-style-type: none"> • ECO Tech – First Site visit completed. 10/19: Waiting on schedule – D+W to follow up Treatment plan for Fall is open. • 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 04/04/24 – GG to send email to ECO Tech and Loma as to the next steps for project. 04/18/24 – Per GG no update from ECO Tech, Nitsch is still working with FEMA clarifying the map adjustment. GG to speak with Nitsch to send an email to all regarding any updates. 5/2/24 – GG meeting with Nitsch on rip rap on 5/3/24; Loma still waiting. 5/16/24 - Site visit was held with Nitsch, ConCom, Craig Horsfall, BR, GG and RR to discuss riprap, and removal of invasive material and trees. BR mentioned if Digit is responsible for removal of trees within the culvert area. JD to reach out to Digit for their response. 5/30/24 – Per JD Digit will be responsible for their limit of work. CTA did receive the ASI directing the scope of work. 6/13/24 – Per CTA the culvert work has not changed per the original drawing. CTA will do the work that is owned in the drawings. It was discussed to bring ConCom back to review work, any additional work outside the original scope of work will be an added cost. Also, Eco-Tech should provide direction for the town for future removal of invasive material. 6/27/24 – A meeting was scheduled with Mr. Conlon, but he could not attend. BR confirmed with him he is available the week of July 8th. BR will arrange a meeting with the required participants. Athur Allen stated he needs confirmation from Nitsch that he can attend, GG will follow up with Nitsch. 7/11/24 – Meeting held today with Conservation, Eco Tech, CH, ND, BR and CTA to review finished Culvert work. All work was approved. Arthur Allen (Eco Tech) will send out summary of meeting, 		

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		<p>7/25/24 – Culvert work approved. Fence removal in September. PA to reach out regarding treatment period for knotweed then will schedule.</p> <p>8/8/24 – BR met with Water and Wetland Company (invasive species removal company). The company provided a proposal BR sent to James Conlon. James replied to an email approving the treatment, with the stipulation where it will be included under the “order of conditions”. PO was issued, after the allotted timeline for the spraying of the weeds DPW will remove the weeds mechanically. BR to verify timeline with Water and Wetland for removal of weeds.</p> <p>8/22/24 – Treatment for the Japanese Knotweed has been applied. BR verified the removal of the temporary fence can be removed in the 2nd week of October.</p> <p>Alerting System . Refer to previous meeting minutes.</p> <p>03.07.24 – AllComm stated they will be on site this coming Monday to install their wiring for the alerting system.</p> <p>03.21.24 – AllComm has completed pulling their wire to the MDF room presently working their way to the apparatus bay. AllComm asked if the department would want speakers installed in all the bathrooms, BR to discuss with the department after today’s meeting.</p> <p>04/04/22 – Per BR AllComm will be back onsite after the apparatus bay ceiling has been painted. AllComm suggest an intercom at Corridor 130B. BR coordinated with the mason and electrician to run conduit inside of CMU. Also the LED message board will be installed on the east side of the apparatus bay closer to the overhead door. BR to forward both specs. to CTA.</p> <p>04/18/24 – BR forwarded specs. for the intercom to CTA. BR will forward LED message board specs. also. CTA will distribute all information to Jupiter and reply to all with an RFI that they have received documents for record.</p> <p>5/16/24 – No new update</p> <p>5/30/24 – AllComm were onsite to install (1) of the antennas on the roof. BR will confirm when they will be back on site.</p> <p>6/13/24 -BR forwarded an email as to when they will be back onsite.</p> <p>6/27/24 – BR to confirm with All COMM when they will be back onsite and confer with LG.</p>		

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		<p>7/11/24 – All Comm was on site this week to install speakers in dorm rooms / corridor along with their controls.</p> <p>7/25/24 – All Comm back week of 7/29 to start alerting device install.</p> <p>8/8/24 – BR received confirmation from Steve (All Comm) they will be back on-site next week to install the remaining speakers. Per CTA the Apparatus Bay is available for traffic access. Also conduit for the antenna has been redirected to the MDF room.</p> <p>8/22/24 – Per CTA this Monday All COMM can hang their speakers in the Maintenance Bay.</p> <ul style="list-style-type: none"> • Commissioning Refer to previous meeting minutes. <p>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.</p> <p>02/08/24 – No update</p> <p>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.</p> <p>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> <p>3/21/24 – They will be onsite tomorrow for a second walk-thru.</p> <p>04/04/24 – BR stated kickoff meeting with R.W. Sullivan will happen at the end of month.</p> <p>04/18/24 – Kickoff meeting scheduled for 04/23/24. Teams meeting will be setup</p> <p>5/2/24 – Commissioning kick off meeting held</p> <p>5/16/24 – BR reached out to RW Sullivan informing them we received power for the building. BP will let BR know when startups will take place.</p> <p>5/30/24 – RW Sullivan set up a commissioning meeting for 6/12/24. Per JD tentatively startups for RTU’s and VRF’s are scheduled for the week of June 17th.</p> <p>6/13/24 – Per BR a commissioning meeting was held, startups to follow.</p> <p>6/27/24 – CTA is working with the schedule regarding the startups.</p> <p>7/11/24 – Commissioning meeting has been re-scheduled for a later date. CTA to notify BR when a date has been determined.</p> <p>7/25/24- Ongoing</p>		

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		<p>8/8/24 – Meeting was held this week for commissioning with RW Sullivan. CTA is working on startup schedule and will forward to all parties. 8/22/24 – Meeting was held yesterday. JD will update the startup dates</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. 3/21/24 – Technician was on site this week; he needs a 2” conduit from the SCBA Fill Rm. to SCBA Compressor Rm. PA will need a directive from D&W. BR will confirm a timetable as when installation will occur. 04/04/24 – D&W to provide a plan sketch showing the route of the 2” conduit. Per TW the tentatively delivery date of the compressor system is May 3rd 04/18/24 – TM spoke with IPS there is no conduit needed. BR to reach out to IPS for scheduling. 5/2/24- IPS will install on Monday 5/6 – length of cable all set. 5/16/24 – IPS was onsite to install the high-pressure hose and data. BR will reach out if the equipment has been ordered. 5/30/24 – BR spoke with the vendor the compressor and fill station has been ordered. BR will follow up with the delivery date. 6/13/24 – Delivery will be held, CTA will provide a date when the equipment can be installed. 6/27/24 – CTA will confirm when sealant of floors will be done. 7/11/24 – CTA to follow up with floor completion date. 7/25/24 – IPS is ready to go and has equipment – waiting on flooring. Scheduled for week of August 5th. 		

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		<p>8/8/24 – BR will schedule IPS when both rooms are available for delivery.</p> <p>8/22/24 – Per BR all of the equipment was installed for both rooms.</p>		
D&W	13.13	<p>Signal at Prospect St Refer to previous meeting minutes.</p> <p>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. 03.21.24 - RP sent the estimate to GPI for review, awaiting comments. Moving forward the traffic signal will not be done in time for the completion. Suggest applying for a temporary certificate of occupancy or a waiver from the planning board. 04/04/24 – TM spoke with CH, Craig sees no issue receiving temporary certificate of occupancy. GPI reviewed estimate and is fine with it. TM reached out to a vendor who works for the town to receive another estimate. 04/18/24 – TM to receive estimate from vendor this week. 5/2/24 – will work with Town’s vendor Coviello; CTA to void PCO; with coordinate with Dig-It on conduits 5/16/24 – Coviello contract is cutting and patching of Prospect Street. PA to help and assist. 5/30/24 – PO was issued to Coviello TM awaiting the start date and will forward schedule to CTA. 6/13/24 – Per TM waiting on Coviello’s schedule. 6/27/24 – No update. CH can reach out to Coviello if necessary. 7/11/24 – Received submittal package from Coviello forwarded to GPI for review. 7/25/24 – Coviello scheduled for 1st week of August. Mast is 24-week lead time. 8/8/24 – Per BR Coviello sawcut the street and installed the electrical conduit. Coviello is digging for the foundation for the Mast Arm. While digging they encountered a sewer pipe, Coviello is working with the town to move street light support. 8/22/24 – Per BR all work is completed waiting on the signal lights. Item closed will be re-opened under new business.</p>	11/2/23	
CTA/D&W	24.13	<p>Epoxy Floors – Because some of the door frames are smaller D&W would like clarification how some of the door frames, finish floors and base will work. After the meeting CTA and D&W will address these items during a walk-through of the building.</p>	04/18/24	

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		<p>5/2/24 - D+W waiting on design details from CTA</p> <p>5/16/24 – CTA is waiting for the field supervisor to arrive onsite to evaluate some of the field conditions and provide recommendations.</p> <p>5/30/24 – Per CTA field supervisor has yet to evaluate field conditions.</p> <p>6/13/24 – CTA will check with availability of field supervisor to view conditions. Also addressed how the vinyl base will work with some of the metal door frames. Per CTA Charlie Morris will review and provide a possible solution.</p> <p>6/27/24 – Epoxy floors are being installed in the upstairs bathrooms. Per CTA Charlie Morris provided mock-ups for review.</p> <p>7/11/24 – D&W approved mock-up other than stairs.</p> <p>7/25/24 – Monday 7/29 start – issue with stairwells and Main office base – JD to submit RFI on this. Bays will be cleared as of Friday 7/26.</p> <p>8/8/24 – CTA submitted RFI and noted in a email where the vinyl base meets the metal door frame (11) doors are effected. CTA will review the conditions with D&W after today’s meeting.</p> <p>8/22/24 – Apparatus Bay floors are competed, Maintenance Bay floor will be completed on Friday.</p>		
All	28.10	<p>Basset Furniture - Per FB a PO was created for the furniture</p> <p>6/27/24 - Per JM Bassett discontinued the furniture that they ordered. The department will receive an updated invoice with the furniture list. The overall cost will change, FB will receive a copy of the new quote.</p> <p>7/11/24 – Department waiting on new quote from Bassett.</p> <p>7/25/24 – PO in process, waiting on schedule before ordering.</p> <p>8/8/24 – Furniture (Basset/Simon) has been ordered, scheduled to be installed in the first week of September.</p> <p>8/22/24 – TM asked to push the delivery date (2) weeks and will follow up.</p>	6/13/24	
All	28.13	<p>New PVC Fence at abutting property owner CH suggested to remove the owner’s existing fence and replace it with new PVC. CH will be meeting with the neighbor today.</p> <p>6/27/24 – BR met with CH onsite, the neighbors rear PVC fence was installed at the back of the existing stone wall. CH met with the neighbor, the neighbor would prefer the existing chain link fence be removed and replaced with PVC that was installed behind the existing stone wall. CTA will get pricing from landscaper (T&M) not to exceed \$2,50.00</p> <p>7/11/24 – Received pricing for wall removal and fence relocation, BR to review with TM.</p> <p>7/25/24 – TM and CH to look at post-meeting.</p> <p>8/8/24 – PA is working with CTA to reduce the estimate to \$ 4,000. PA and CTA to review fence location after today’s meeting.</p>	6/13/24	8/22/24

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		8/22/24 – Item discussed. All decided fence installation is acceptable item closed.		
All	28.15	Landscape Plantings – Once all the plantings have been installed the Planning Board will review on site. 6/27/24 – GG to reach out to the planning board for a site visit. 7/11/24 – No discussion 7/25/24 – GG to reach out to PB to schedule soon. 8/8/24 – Per GG Bill Roth JR will report back to the planning board and report back with any comments. 8/22/24 – GG to follow up with an email to Bill Roth Jr.as to any comments regarding plantings. CTA is working with Midurski regarding keeping the sprinkler heads. Midurski to provide a price.	6/13/24	
CTA/D&W	28.16	Storefront Submittal – D&W is looking for the (2) test from Florida 6/27/24 – CTA is working on receiving the test data 7/11/24 – Ongoing discussion 7/25/24 – JD sending updated hardware with Sergeant as confirmed by PG 8/8/24- Zoom Meeting was held. CTA will submit for record the hardware for door 100A. Per CTA the storefront door has been released. 8/22/24 – CTA is working with contractor for installation date.	6/13/24	
CTA/D&W/PA	28.17	KS suggested to have a meeting to discuss the Punchlist format. 6/27/24 – KS is planning on being on site 7/8/24 to discuss 7/11/24 – Meeting will be held with CTA, D&W and PA to discuss punch-list format. 7/25/24 – CTA to start punch list week of 8/5. 8/8/25 – CTA to start punch list when the painter returns, and the flooring is installed. CTA to confirm with D&W when they can start their punch list. 8/22/24 – CTA completed their portion of the punch list. CTA confirmed D&W could start their punch list next week.	6/13/24	
PA	28.19	Moving – Items from Freeman Street to be brought over to Prospect Street. In discussion. 6/27/24 – A walk-through will be held after today’s meeting 7/11/24 – AM has list of items to be moved to Prospect Street. 7/25/24 – Waiting on schedule for move 8/8/24 – No discussion 8/22/24 – CTA stated the Certificate of Occupancy and balancing report is needed prior to the move from Freeman Street. PA will notify CTA when the department will be moving in. Item Closed	6/13/24	8/22/24
All	28.20	Above Ceiling Inspections – GGD should plan a site visit soon. 6/27/24 – Per CTA GGD will be onsite next Tuesday 7/11/24 – Waiting for report from GGD. 7/25/24 – Report on Procure	6/13/24	

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		8/8/24 – CTA is working on GGD’s report. CTA to provide documentation all the items on the report have been completed. 8/22/24 – No discussion		
Record	32.10	Generator Startup – 8/13/24 at 10:00 am 8/22/24 – Generator startup is complete. Fire Pump test was done, when the power went “down” the generator did not restart. Per CTA there is a faulty relay for the generator which has been ordered. Fire Pump test will be held again after the generator part has been installed. Training for the town is ongoing and it needs to be videotaped.	8/8/24	
Record	32.11	Sprinkler Heads –The sprinkler lines will remain in the ground. Also, it was discussed to possibly keep the sprinkler heads. 8/22/24 – CTA will speak with Midurski Landscape if there is a cost involved to keep the sprinkler heads and lines.	8/8/24	
Record	32.13	It was discussed to install Holly/Pine trees on the East portion of the site between the neighbor’s property line and the chain link fence to act as a buffer. Bill Roth to discuss this idea with the member of the planning board. 8/22/24 – No discussion	8/8/24	
Record	32.15	Per TM; <ul style="list-style-type: none"> • Will call furniture company to push out delivery date • Non-Conforming log is proceeding • Substantial Completion – D&W to summarize what is needed • CTA is working with the building department as to what is required for CO. • As-Builts • Manpower – CTA is working with their subs to be onsite to finish 8/22/24 – Item closed	8/8/24	8/22/24
		New Business		
Record	33.1	Construction Schedule <ul style="list-style-type: none"> • Refer to CTA’s schedule 	8/22/24	8/22/24
Record	33.2	RFI’s <ul style="list-style-type: none"> • Refer to CTA’s RFI log 	8/22/24	8/22/24
Record	33.3	Hot Submittals <ul style="list-style-type: none"> • Refer to CTA’s submittal log 	8/22/24	8/22/24
Record	33.4	PCO’s – Refer to CTA’s log	8/22/24	8/22/24
Record	33.5	PR’s - Refer to CTA’s log	8/22/24	8/22/24
Record	33.6	ASI’s - No Discussion	8/22/24	8/22/24
Record	33.7	R&R Submittals <ul style="list-style-type: none"> • Refer to CTA’s log 	8/22/24	8/22/24

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Record	33.8	Certified Payroll Update – No discussion	8/22/24	8/22/24
Record	33.9	Safety Update – No discussion	8/22/24	8/22/24
Record	33.10	Fitness Equipment – PA is waiting towards the end of the project to see what is available for funding new equipment.	8/22/24	8/22/24
Record	33.11	JM is working with WB Mason, operating budget for brooms etc. JM will forward the list and cost to PA.	8/22/24	8/22/24
Record	33.12	Roof Inspection – CTA will pick a date as to when the roof warranty will start.	8/22/24	
Record	33.12	AED's – Locations to be determined	8/22/24	8/22/24
Record	33.13	Installed Silt Prison – Is not draining properly. Jason (Digit) will call the installer to review onsite.	8/22/24	
Record	33.14	Drainage back of building – Area was not draining properly at the flat portion. CTA mentioned the plumber was discharging water at the rear of the site. CTA is aware of it and will keep everyone posted.	8/22/24	
Record	33.15	TM mentioned TVs for the station. The fire department should generate a list.	8/22/24	
Record	33.16	Roof Scupper – CTA will follow up with Stanley Roofing.	8/22/24	

Next Full Meeting: 9/5/24
Working Group Meeting: 9/12/24