

Meeting Minutes

Booth & Dimock Library Construction Meeting #2
July 19, 2022

Attendees:

John Elsesser, Town
Manager

Margaret Khan, Library
Director

Kayla Fontaine, Booth &
Dimock Library

Steven Prattson, Coventry
Building Official

Dan Lowell, Millennium
Construction

Old Business:

5. Change Orders will be processed by John; He will find out if Building Committee will permit him approve change orders up to a specified dollar amount.
 - John has meeting 6/22 to discuss.
6. Construction schedule is being developed by Millennium as they receive information from their subcontractors.
 - Millennium getting lead times and working to develop the schedule
7. Building Permit:
 - a. Is being processed; Steven has yet to see the application, but Zoning, Sewer, and Sanitation have.
 - b. Concern expressed over transition from 6"/8" drainage pipes to existing 4" pipes; John will check with Town Engineer
 - Permit being held up until sanitary line is located; Millennium has vendor on site today to locate; Steve will ask to have permit set released to Zoning and Fire Marshall for review; might be possible to have permit this week if all goes well with sanitary line.
8. Building Access: Library will provide keys to Millennium.
 - Resolved
9. Earth subcontractor asked if Town wants to keep pavers being removed, as specified in drawings. John asked how it would impact price.
 - Millennium reaching out to Earth Dynamics for possible credit
14. A meeting will be schedule between the library, members of the Building Committee and Millennium builders to tag plantings that will be removed, relocated, or remain in place.

- Building Committee removed what they want to save and will replant if desired; nothing required from Millennium

RFI's:

- RFI's #1
- RFI #2 – DRA will confirm will electrical engineers if needed and will send Proposal Request for any additional work.

Submittals:

- #1 & #2: approved
- #3: elevator shaft being reviewed
- #4: Approved and laminate selected

New Business:

- Dan: New door lock at new entrance; Door will be alarmed. Will need proposal request.
- John:
 - i. Groundbreaking ceremony to be scheduled for June 30 or July 5. John will arrange for shovels.
 - ii. Materials Testing in Windham, CT is used by Town for special inspections.
- Steve: Questioned if fire alarm system will be shut down during construction
 - i. No; will remain active
- Needs to relocate public access computers; expect to resolve this week. Children's Librarian has list of items to be relocated for construction.

Next Meeting:

To be scheduled as people will be on vacation week of July 4th and pending status of building permit

Cc: Attendees
J. Barrett, DRA
K. Best, DRA

Booth and Dimock Memorial Library - Three Week Look Ahead

	Week 1 - 7/18/22 - 7/24/22								
		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
1	No work								
2									
3									
	Week 2 - 7/25/22 - 7/31/22								
		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
1	Mobilize to Site	X	X						
2	Remove and Bag / Palletize Pavers		X	X					
3	Demo Existing Foundation Wall / Excavate for Sanitary				X	X			
4	Coordinate Book and Furniture Relocation			X	X	X			
5									
6									
	Week 3 - 8/1/22 - 8/7/22								
		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
1	Re-Route Sanitary Line	X	X						
2	Excavate to Footing			X	X				
3	Build Temporary Walls In Basement			X	X	X			
4	Excavate for First Underpinning				X				
5	Pour First Underpinning					X			
6	Coordinate Book and Furniture Relocation	X	X	X	X	X			