

8 ARCH BRIDGE COMMITTEE

MEETING MINUTES

MEETING DATE: January 9, 2018 at 7:00 PM, Holliston Town Library

ISSUE DATE: January 30, 2018

PRESENT

VOTING MEMBERS: Herb Brockert, Dennis Ferreira, Alison Lima, Jay Robinson, Paul Saulnier

ABSENT

VOTING MEMBERS: none

GUESTS: Jeff Ritter, Town Administrator
Robert Weidknecht

PREPARED BY: Alison Lima

COPIES TO: Jeff Ritter, Town Administrator
Elizabeth Greendale, Town Clerk

DISCUSSION ITEMS:

- 1) Committee reviewed shop drawing submittal list - active construction submittals. The Precast slab, Demo Procedure and Rebar shops have been returned to NEL. Gill is reviewing the railing and erection and the submittal. Completion of precast and railing shops need to be expedited. ACTION – JAY ROBINSON
- 2) NEL's schedule has an end date past May 30, 2018. This is not compliant with the contract. ACTION – JAY ROBINSON
- 3) Improved Coordination between Gill and NEL is necessary. The committee will facilitate this by planning a face-to-face meeting and stress the importance of improving communication. ACTION – JAY ROBINSON
 - a) Biweekly calls will start ASAP. Jay and Dennis will represent committee.
 - b) Weekly or biweekly meetings may be prudent after field works starts (~March 1)
- 4) Contract needs to be reviewed for invoicing schedule and completion date language. Dennis recommended the committee receive a schedule of values from NEL. ACTION – JEFF RITTER
- 5) Construction Inspection – Committee would like Gill to perform the construction inspection internally. Gill should submit a plan of activities to inspect, tied to their approved budget / contract. ACTION – JAY ROBINSON

- 6) Fabrication Inspection – Committee discussed Gill’s quote for fabrication inspection and discussed that full inspection isn’t required but spot checking the fabrication would be prudent. ACTION – JAY ROBINSON
- 7) Approval of Previous Meeting Minutes
 - a) ***VOTE: November 7, 2017 – Alison made a motion to accept the meeting minutes. Paul seconded. Herb/Paul/Alison/Jay voted in favor. No objections. Dennis abstained.***
- 8) Robert questioned the method that would be used to anchor the temporary shoring. The committee reviewed the proposed shoring support details.
- 9) Meeting adjourned.

Upcoming Meetings - TBD

Respectfully Submitted,

Jay Robinson – Chairman