

**Weekly Progress Meeting Minutes  
Durham Meadow Construct Waterline  
12/5/2019 at 1000 hours**

**Review Minutes of Previous Meeting:**

- *Approved*

**Safety:**

- *Kurt M. said safety meeting held this morning with the clearing crew.*

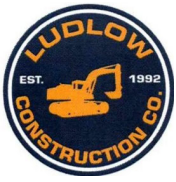
**Work Accomplished Since Last Meeting (as of 11/21/2019)**

- Installed 320 LFT. of 16" DIP from Station # 157+08 to Station # 160+08 on Main Street (Rte. 17) Durham.
- Installed 284 LFT. of 8" DIP from Station # 755+14 to Station # 752+30 on Talcott Ridge Drive, Middletown.
- Installed 46 LFT. of 8" DIP on Winsome Road, Durham
- Installed Fire Hydrant on Winsome Road, Durham.
- Installed 26 LFT. of 8" DIP on Parsons Lane, Durham.
- Installed 32 LFT. of 20" DIP form Station # 29+30 to Station # 29+63 on Talcott Ridge Drive, Middletown.
- Removed Material and Equipment form the Cul-De-Sac on Talcott Ridge Drive, Middletown. *Mike C. stated this was completed prior to the snow storm.*
- Removed Material and Equipment from the State of Ct. Salt Shed Property.

**Two-Week Look Ahead**

**December 2, 2019 through December 6, 2019.**

- Clearing tank access road and tank site, Middletown.
- Street crossing at the intersection of Little Lane and Oak Terrace, Durham.
- Fill and Flush new 16" water main on Talcott Ridge Drive, Middletown.
- *Mike P. said that pavement shimming will be done on Route 17 this week.*



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**December 9, 2019 through December 13, 2019**

- Clearing tank site, Middletown.
- Restoration/Clean-up for the winter shut-down.
- Street Crossing at the intersection of Talcott Ridge Drive and South Main Street (Rte. 17) Middletown. *Mike P. stated this may not be completed this year.*

**Rework Items/Deficiency List:**

- 428 Main Street Durham Auto Center. Water in basement since we went through with the new water main.
- *MJC will follow up with the owner and take pictures. All agreed doesn't make sense that our work would cause this. Steve B. stated we should treat this the same as we are treating the Commerce Circle issue.*

**Submittals:**

- In review with USACE – 7
- *Lisa B. said that 3 remain.*

**Outage Dates:**

- Thursday and Friday, November 28<sup>th</sup> and 29<sup>th</sup> Thanksgiving Holiday
- Monday, December 2<sup>nd</sup> and Tuesday 3<sup>rd</sup> 2019, Winter Storm.

**QC or Production Issues Discussed:**

- *Dale asked for Compaction testing results for the prior week's work. Mike P. said he would get them to him tomorrow. Brian R. about pressure testing. Mike will be in contact with Middletown to set up a date for the test.*
- *Steve asked about the date of winter shut – down and asked if there was a specific shut-down extension? Lisa said no, depends on weather. Tentatively set for Friday, December 13, 2019.*

**Request for Information (RFI) Status:**

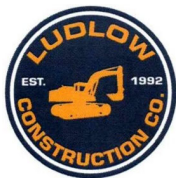
- None

**Status of Payment Requisitions:**

- *Lisa said pay requisition # 5 will be done by tomorrow. Pay requisition # 4 has been paid.*

**Potential Change Requests:**

- Pickett Lane Revised Stream Crossing (Future JC00006)
- *Rich B. said the drawings are complete.*
- Chlorination System Changes



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**Notice of Contract Change Request:**

- JC00002 Hydrant Relocation –*Lisa said this is in the process. Should be done this month or next.*
- JC00005 Royal Oaks Subdivision Service Line. (Future) *Going forward this will be referred to as “Majestic Oak” as not to confuse with the existing street named Royal Oak.*
- *Joe F. was asked about an extension for Acorn Drive. He said this is a possibility but way off in the future*
- PRV Vault Relocation (Future JC00004)

**Contract Modifications:**

- A00001 (JC00001) Encroachment Permit Requirements – Completed September 9, 2019
- A00002 (JC00003) Middletown Permit Requirements – Completed September 25, 2019

**Anticipated Events/Major Deliveries:**

- 

**Other Topics to be Discussed:**

- *Lisa would like to do a walk through prior to the winter shut-down. Possibly the week of December 16<sup>th</sup>.*
- *Steve asked if Mike C. could do a statistical report instead of the two- week look ahead for the last Bi-Weekly Progress Report. **Mike C. agreed.***
- *Dale E. asked about the shimming on Route 17, Mike P. said tomorrow.*
- *Dale said we need to get the fog line replaced where it was disturbed.*
- *Dale said the shimming needs to be tacked thoroughly.*
- *Dale asked about during the winter who would be the person checking trenches weekly and after storms. Carl said that we will get back to him. Dale was fine with that. He said it is in our spec. under Temporary Surfacing section.*
- *Dale asked about the sanitary facility (Toilet) at the salt shed yard. Mike P. said this will be removed. Dale reminded Mike P. to contact him when done so the lock on the gate can be put back the way it was prior to using this facility.*
- *Ed H. asked about the pressure testing? Mike P. clarified they will probably pressure test early next week after they finish pipe install. Ed H. asked if they would pressure test the entire length or in segments? Mike P. said it will be tested in 1200 ft. sections per the specs. If any leaks are found they will not be repaired until next year.*
- *Ed asked how long the clearing will take at the tank site, Mike P. said 2-3 days and then they will continue on the booster station, meter vault and PRV vault.*

**Next scheduled QC Progress Meeting:**

- Thursday, December 12, 2019