

Detailed, Grouped by Each Meeting and by 'Old Business' and 'New Business'

**Meredith Public Library**

**Project # 1910-45**

Tel: Fax:

**Owner, Architect, Contractor Meeting 66**

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
9/15/2021	08:30 AM	09:30 AM	9/22/2021	08:30 AM	Brian Gehris	Milestone Engineering & Construction

Purpose	Location	Next Location	General Notes
Construction Job Meeting	Zoom Conference Call	Zoom Conference Call	

**Attended By**

Milestone Engineering & Construction - Brian Gehris  
 Milestone Engineering & Construction - Ernie Briggs  
 Bruss Project Management - Michael Bruss  
 Meredith Public Library - Betty Strader  
 Meredith Public Library - Erin Apostolos  
 Meredith Public Library - Jonathan James  
 Lavallee Brensinger - Chris Drobot

**Non-Attendees**

Milestone Engineering & Construction - David Baer  
 Meredith Public Library - Paul Eldridge  
 Meredith Public Library - Ed Touhey  
 Meredith Public Library - Chris Leland  
 Meredith Public Library - Ann Butler  
 Lavallee Brensinger - Eric Leblanc

Item	Meeting	Item Description	Resp	Status	Due Date	Compl'd	Cls'd
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**Old Business**

**Schedule**

<b>001-001</b>	9/15/2021:	-Electrical rough-ongoing -Mechanical rough -HVAC- hang ductwork- ongoing -Sprinkler-ongoing -Plaster patch- ongoing is historic -Hardwood floors- ongoing- Finish coats start today -Steel rail pending -Granite steps-pending/ Tasker coordinating -Site patio work -GSG- glass track/glass pending -Drill rig.-ledge tomorrow -Paint start- early next week		In Progress			No
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**Submittal Log**

<b>001-002</b>	9/15/2021:	None. No new items		In Progress			No
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**RFI Log**

<b>001-003</b>	9/15/2021:	None		In Progress			No
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**PCO Log**

<b>001-004</b>	9/8/2021:	PCO#63- Approved PCO#64- RFI 108 returned for pricing. Potential ledge		In Progress			No
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**Meeting Minutes**

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<b>Old Business</b>							
		9/15/2021: Ongoing					
<b>Hot Water Heater in Children's Library</b>							
054-001	8/4/2021:	On-going. Direction coming from LBPA.		Closed			No
	8/11/2021:	Pending RFI #97 response from LBPA					
	8/18/2021:	Ongoing. MEC & P&S coordinating size and fit					
	8/25/2021:	Ongoing - conference call to be set up					
	9/1/2021:	Updated pricing pending. Chase down 220V units. Kitchen and children areas to be instantaneous units.					
	9/8/2021:	Priced- approved					
	9/15/2021:	(CLOSED)					
<b>LP Tanks</b>							
055-002	8/4/2021:	On-going. Tank size required for P&S.		In Progress			No
	8/11/2021:	Waiting on fireplace					
	8/18/2021:	Gas loads assumed off of submittal. Visit with vendor ongoing					
	8/25/2021:	Site visit done. Stafford reviewed 2nd locatioln. Coordination ongoing (2) 220 gallon tanks.					
	9/1/2021:	Ongoing. Quotes coming in. (3 options)					
	9/8/2021:	Quoting on going. Site location pending. Review					
	9/15/2021:	Location reviewed w/ Amerigas. Final approval pending.					
<b>Locks</b>							
055-004	8/4/2021:	Due in this week. Pending response.		In Progress			No
	8/11/2021:	Ongoing. Waiting on Lang					
	8/18/2021:	New cyclinder pending					
	8/25/2021:	Ongoing					
	9/1/2021:	Ongoing					
	9/8/2021:	Ongoing- Chasing Lang					
	9/15/2021:	Ongoing					
<b>Geneology Lighting</b>							
057-002	8/4/2021:	On-going. Re-use what was ordered. Coordinate with simple fixtures on slope. Eyeball type.		In Progress			No
	8/11/2021:	Updated/discussed.					

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<b>Old Business</b>							
	8/18/2021:	Pricing pending					
	8/25/2021:	Lighting priced - ongoing					
	9/1/2021:	Tied into overall review with ceilings and mechanical unit layout.					
	9/8/2021:	LBPA \$55 VED sketch. Lowered ceiling proposed. Swap out a FCU being discussed/ reviewed.					
	9/15/2021:	Ongoing. Pricing. Waiting on spn.					
<b>Stacks on 2nd Floor</b>							
<b>058-002</b>	8/4/2021:	Review on-going. Wood stacks need to be cut down by 12". Existing stacks are too tall. Layout needs to shift by (1) row. LBPA to issue new layout.		Closed			No
	8/11/2021:	Ongoing. LBPA to advise on direction on revised layout. Sprinkler/lighting and HVAC to be adjusted. Stacks will need to be cut down.					
	8/18/2021:	SKA-47 issued. MEC reviewing with sub. Light levels on West end need to be reviewed. Potential reuse of can lights from Genealogy being reviewed.					
	8/25/2021:	Reviewed. Onsite meeting to discuss					
	9/1/2021:	Pricing ongoing					
	9/8/2021:	Ongoing					
	9/15/2021:	Pricing- Complete. PCO#61 approved. (CLOSED)					
<b>Patio Retaining Wall Blocks</b>							
<b>062-002</b>	8/18/2021:	Lead time concerns discussed. Committee noted to stay with victorian and push forward		In Progress			No
	8/25/2021:	Ongoing - Mid Sept. delivery pending					
	9/1/2021:	Ongoing. Pending Ambrose start date					
	9/8/2021:	Ongoing. Delivery pending.					
	9/15/2021:	On-going. Mid to late Sept.					
<b>2nd Floor Lobby Stack Layout</b>							
<b>064-001</b>	9/1/2021:	Library asked LBPA to review on site. Concerns with light levels in area.		Closed			No
	9/8/2021:	Site visit yesterday. LBPA to review with MEP subs.					
	9/15/2021:	On-going. (1) new 2x2 and (6) cans 4" at soffit. Milestone to process a CO to owner. (CLOSED)					
<b>Yellow Walkway Approved</b>							
<b>065-001</b>	9/8/2021:	MEC to process C.O. / Layout and steel rails to be coordinated.		In Progress			No
	9/15/2021:	Ongoing					

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**Old Business****Front Granite Stair Rails**

065-002	9/8/2021:	Library committee asked about credit rail budget and allow local artist furnish and install rails.		In Progress			No
	9/15/2021:	Credit presented of \$3,850.00 for original handrail.					

**Ledge at Patio / Ramp Area**

065-003	9/8/2021:	Ledge is in way of patio and drainage. Options on elevation to be adjusted and pipe size to help with elevation. Being reviewed on site.		In Progress			No
	9/15/2021:	Hammer and drill rig being					

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**New Business****Site Stair Rail Configuration**

066-001	9/15/2021:	CSK-12 to be updated to finalize.		In Progress			No
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**New Door 104**

066-002	9/15/2021:	Replacement 3-0 x 6-8 solid wood door wanted w/ 1/2 lite glass. LBPA to review.		In Progress			No
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**Honor Roll Relocation**

066-003	9/15/2021:	Trustees approved to old foundation location. MEC to coordinate.		In Progress			No
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**Existing Shelving Layout at Teen Room**

066-004	9/15/2021:	Erin requested layout to confirm all work with operations and MEP's.		In Progress			No
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Cc:	Company Name	Contact Name	Copies	Notes
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