

**Town of Yorktown
Catskill Water Supply Drinking Water Fluoridation
Contract 19-2**

Progress Meeting No. 2

Meeting Minutes

Date: September 9, 2020
Time: 1:00 pm
Location: Virtual via Teams
Attendees: Mike Quinn, Town of Yorktown
Mike Masi, Acorn
Oscar Scopino, AI
Erich Haefner, ELQ
Chris Pennessi, ELQ

H&S: Check safety gear with change of seasons.

1. Progress Meeting No. 1 / 1A Minutes. Issued versions will serve as final. Change made to header per Town comment.
2. Contractor's Progress Since Last Meeting
 - a. ELQ – G Update.
 - i. Submittals in Progress.
 - ii. Utility Markout in progress 9/9/2020 (ConEd). Town has identified Sanitary Sewer in the vicinity to be marked out. Area requested includes Garden Lane for low pressure sewer installation. Town to review and advise.
 - iii. Site Security Clearance has been obtained. Arcadis to review access for subcontractor temporary clearance (2 week interim/temporary for fence sub, etc.).
 - iv. SSHASP accepted by DEP.
 - b. Acorn – E Update.
 - i. Submittals in progress, nearly complete.
 - ii. Demo in progress. Conduits removed, panel demo in progress. All electrical components within building and meter cabinet in back. ConEd deenergized.
3. Planned Progress for Next Period
 - a. ELQ G
 - i. Lead exposure, baseline testing to be done so demo can commence.
 - ii. Intend to mobilize next week for temporary fence.
 - b. Acorn E
 - i. Construct new permanent meter with temp panel, ConEd re-energize for temp power on site. Coordinate location and timing with ELQ for any equipment/material installation. (Mike/Erich)

- ii. Wait for materials/equipment to arrive on site.
- 4. Schedule
 - a. Update to Baseline Schedule. Need to understand timing for the roofing work and incorporate Catskill piping removal. ELQ to submit as soon as possible.
 - b. Mobilization Date. Will depend on receipt of lead baseline testing. ELQ to advise. Targeting next week.
 - c. Fabrication and Delivery for Long Lead Items.
 - i. Control Panel submittal forthcoming (by end of Sept.)
 - ii. Doors and Louvers to be submitted.
- 5. Status of Shop Drawings
 - a. Refer to Log
 - b. Taps, Quills – review whether these appurtenances were included in the submitted package for hydrofluorosilic equipment. If not, to be provided asap to facilitate discussion on tapping 24-inch piping at the next project meeting.
- 6. RFIs / Contract Modifications
 - a. RFI E-1. Existing service / transformer to remain. Arcadis will formally respond to RFI to close.
 - b. Change Order G1 – Catskill Aqueduct Piping Removal. Arcadis to prepare and send.
 - c. Change Order E1 – Credit for Electrical Service. Arcadis to prepare and send.
- 7. Payment Applications
 - a. Voucher Cover Sheet. Arcadis to send template. (Scanned signature OK)
 - b. Certified Payrolls with Original Signature. Required for any work on Town property.
- 8. Coordination between parties
 - a. Part Time Inspections, reminder to communicate work on site so inspections can be coordinated.
 - b. Test Pit for Low Pressure piping at Garden Lane / Arthur Lane. ELQ to advise of date to be coordinated with Town.
- 9. Permits
 - a. Acorn complete with Town Permits.
 - b. ELQ to submit applications for Building Permit, Road Opening Permit. (Fees waived for Town project)
- 10. Safety. None noted.
- 11. Pre-Construction Photographs. ELQ was onsite, these have been taken and submitted.
- 12. Other Business. None noted.

Next Meeting: October 7, 2020 at 1 pm