

Town of Charlton
Minutes of Prindle Lake Dam Repair Committee (PLDRC) Meeting
August 27, 2013 @ 6:00 PM

Attendees:

- PLDRC:

Present:

BOS – Rick Swensen and Joseph Szafarowicz; CIT at LG – Arthur Breault; ALT - Bruce Hebert; PLA – Paul Naso and Serafino DeFranco;

Absent:

CIT at LG – Brett Locicero; ConCom - Mitch Dunn

- Additional:

Town Administrator - Robin Craver
ConCom Agent – Todd Girard

- Guest:

Lenard Engineering, Inc. (LEI) -
Scott Charpentier, P.E., Project Manager

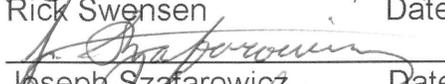
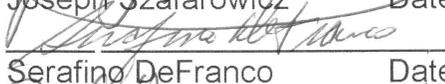
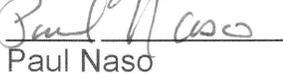
1. The meeting was called to order at 6:05 PM.
2. RS asked for nominations to fill the Committee positions of Chair, Vice Chair, and Clerk. Motions and seconds to the motions were made to nominate the following: RS for Chair, JS for Vice Chair, and SD for Clerk. All accepted the nominations. The motions to approve each of the nominees were approved unanimously.
3. SD asked RC if she sent a letter to W. Salomaa, Director, Office of Dam Safety (ODS), to request that the dam inspection required on July 22, 2013 be waived. RC replied that she had not done so. SC offered to talk to WS about the issue.
4. SD asked SC if the repair contractor's [R.J. Bates, Inc.(RJB)] draw down and refill plan referred to in the 7/17/13 PLDRC Meeting was submitted to the ODS. SC replied that it was submitted.
5. SC described the repair progress summarized as follows: erosion waddles installed, brush and trees have been removed, and the siphon installation has begun and is expected to be operational in the next few days. He added that the draw down might take 7-12 days to complete without additional precipitation and it would be monitored by RJB. The construction of the toe buttress will follow.
6. SC described a pipe that the contractor unexpectedly found buried a few feet under the dam crest adjacent to the spillway. SC thought that the pipe might have been used during the construction of the concrete spillway. SC proposed a remedy procedure to fill and cap the pipe with concrete and is waiting for a response and cost estimate from RJB.
7. SC informed all that RJB has begun to submit Payment Requests for some costs incurred to date in accordance with proper procedures. One item would be the cost of fabricating the pedestrian bridge for approximately \$13,000. RC questioned whether the Committee would pay for something not on the property. SC looked up the language in the contract and it would be allowed if approved by the Town. RC stated that she usually does not pay until it's delivered to the site and since the job is a short one, would not recommend paying if it is in their storage.
8. SD asked SC if we could expect that the Payment Requests would be for items detailed on the RLB original contract Quote. SC replied in the affirmative.

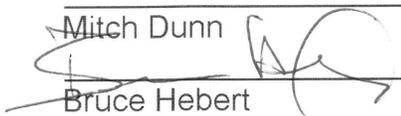
Town of Charlton
 Minutes of Prindle Lake Dam Repair Committee (PLDRC) Meeting
 August 27, 2013 @ 6:00 PM

9. PN asked SC if the payment requisitions would typically correspond to the bid items, or, if we were likely to receive requisitions for a percentage of a bid item, as in the case of the request for payment for the fabrication of the pedestrian bridge being separated from the cost for installation. SC replied that some tasks/items are grouped in the quote; however, the Payment Request does not have to group them in the same manner.
10. SC requested that the PLDRC meet to approve the Payment Requests and other construction issues in a timely manner. All agreed to meet to do so at 7:30 AM on Fridays as required. TG to post meetings at least 48 hours prior.
11. AB asked if the Payment Request could be emailed to the PLDRC members in preparation for the meetings to approve. RC and SC agreed on that process.
12. SC presented the LEI "Partial Resident Engineering Services Change Order Request #2" – dated July 19, 2013 and addressed to PLDRC, c/o Robin Craver - for an additional cost not to exceed \$14,970.00. The cost includes 150 hours at \$97 plus \$420 in direct expenses. This cost is for additional engineering oversight during the construction of the toe buttress and the spillway repair as described by the ODS during the pre-construction meeting of 7/17/13. There was a motion by JS and second by AB to approve Change Order #2 and it passed unanimously.
13. The next meeting will be held on (TBD).
14. The Meeting was adjourned at 6:50 PM.

Submitted by:
 Serafino DeFranco – Clerk, PLDRC

PLDRC Approved:

	11/27/13
_____ Rick Swensen	Date
	11/27/13
_____ Joseph Szafarowicz	Date
	11-27-13
_____ Serafino DeFranco	Date
	11/27/13
_____ Paul Naso	Date

_____ Arthur Breault	Date
_____ Brett Locicero	Date
_____ Mitch Dunn	Date
	11-27-13
_____ Bruce Hebert	Date