



PROGRESS MEETING MINUTES

DATE: December 13, 2018
1:00 PM
MEETING: Coordination Meeting #3

PROJECT: Belfast Municipal Airport – RW 15 Parallel TW & RW 33 Bypass TW
AIP No. 3-23-0007-017-2018 – MJ No. 18228.01

ATTENDANCE:

See attached attendance list. Those in attendance to initial the sign in sheet.

**SAFETY: SAFETY IS THE MOST IMPORTANT ITEM FOR THE CONTRACT.
EVERYONE SHOULD BE SAFETY CONSCIOUS ON THIS PROJECT AT ALL TIMES.**

I - SCHEDULE:

- ➔ Typical work week: Monday-Saturday from 7am to 4pm
- ➔ Work Progress Status:
 - Excavation and hauling of over burdened continued
 - Remaining EC mix berm placed along RW 15/33 at base of existing hill
 - Maine Drilling & Blasting onsite beginning Wednesday (12/12). They began drilling Wednesday and will do their first blast Thursday (12/13)
 - Pomeroy cleared and hauled all trees using their Forestry Harvester to their Skidder. Trees were then separated into usable tree trunks and tree tops. The tree tops are in the process of being chipped and hauled offsite. The logs remain onsite.
 - SW Cole completed their pre-blast survey. SW Cole will send to Contractor and will then be forwarded to MJ.
- ➔ Look ahead schedule through 12/23 has been submitted. Contractor to provide two week look ahead schedule each week. Currently, the plan is to take Christmas Eve (12/24) off from work; this could possibly change and it should be determined for sure by middle of next week.

II – SUBMITTALS:

- ➔ Outstanding MJ submittals: N/A
- ➔ Outstanding Lane Submittals: N/A

III - OLD BUSINESS:

- ➔ Field Office had an issue with the thermostats not working once power was hooked up Monday (12/10). New thermostats were bought and installed Tuesday (12/11). Still waiting on internet and phone; date not yet set.
- ➔ Pre-Construction Video & Photos have been completed.
- ➔ Lane & Tree Clearing Subcontractor (Pomeroy) will leave trees to be picked up by The Woodshed.
- ➔ Blasting Window set. 12pm to 2pm

PLANNING, ENGINEERING AND CONSTRUCTION ADMINISTRATION CONSULTANTS

- NOTAM issued for a RW closure from 12pm to 2pm.
- RW will be shut off when “5 minute to blast” whistles are sounded. Will be turned on and checked once “All-clear” whistle sounds.
- Beacon will not be shut off
- Abutters notification Status
- Pre-Blast Topography taken before blasting by Contractor and Maine Drilling and Blasting. Topo points taken as over burden is removed from ledge.

IV - NEW BUSINESS:

- ➔ Weekly meetings are scheduled for 1pm every Thursday which falls right in the middle of the blast window. The meeting will be changed to 2:30pm on Thursday for the remainder of Season 1. This reoccurring meeting will be shifted back to its original time of 1pm for Season 2.
- ➔ Gate by abandoned RW will start being used once ledge processing begins. Gate will be monitored once opened and in use.
- ➔ Contractor does not have set of working keys. The issue is now resolved.
- ➔ There is an obstruction pole located within project limits that was shown in different locations throughout the plan set. It was originally thought to be outside of project limits. So the pole will need to be removed and most likely replaced. A 7460-2 form and NOTAM will need to be submitted for the removal of said pole and a 7460 form will need to be submitted for the reinstallation of the obstruction pole. Contractor was directed to prepare a cost estimate for new obstruction pole or for the reuse of existing pole/equipment.
- ➔ Other:
 - Steve Barker will remain the FAA contact for this project.
 - The paving division of Lane Construction was purchased by Eurovia. Name change effective 12/12/18.