



PROGRESS MEETING MINUTES

DATE: December 6, 2018
1:00 PM
MEETING: Coordination Meeting #2

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:

- Project began Monday 12/3/18 as anticipated.
- Work Progress Status:
 - Tree clearing along proposed TW A by Pomeroy
 - Excavation of over burden above ledge
 - Hauling of excavated material to offsite stockpile location
 - Erosion control mix berm placement
 - Stabilized construction entrance completed. Will be continuously maintained
 - Maine Drilling and Blasting will begin work the following week. It is anticipated that work drilling will begin Wednesday 12/12/18 and blasting will begin Thursday 12/13/18.
- Contractor was reminded that they will need to submit 2-week look ahead schedule every week. Lane will submit this week's look ahead schedule at a later date.

II – SUBMITTALS:

- Outstanding submittals to be reviewed by MJ as soon as possible.
- Lane submitted Seismologist Qualification and EC mix berm submittals.
- All outstanding submittals will be reviewed by MJ and returned to Lane as soon as possible.

III - OLD BUSINESS:

- Field office still in process of being set up. CMP was to be onsite between Wednesday and Friday of this week, but no exact date or time was set. *NOTE: Subsequent to meeting, CMP was on site on Monday 12/10/18 and trailer had power.*
- Pre-Construction Video & Photos have been partially completed. Lane stated they still need to do Lower Congress Street and Little River Drive.
- On-site underground utility review has not yet fully been completed.
- Abutters will be notified of anticipated blasting activity by the City (Thomas Kittredge).
- Lane & Tree Clearing Subcontractor will coordinate with the Woodshed to provide firewood

IV - NEW BUSINESS:

→ Pre-Blast Meeting

- Pre-Blast Survey to be started and completed on Friday 12/7/18. SW Cole will be onsite to take pictures and videos on the interior and exterior of nearby buildings. The hangars off the apron, the helicopter hangar, and the Parks and Recreation shed will be surveyed.
- Drilling is anticipated to begin Wednesday 12/12/18. Blasting is anticipated to begin Thursday 12/13/18.
- Lane will get topographic information of pre-blast ledge surface.
- Blast window was discussed and determined a 2-hour window will be used for the NOTAM to give some flexibility on schedule, even though the entire typical single blast process duration is less than 10 minutes. Also due to the typical minor time for the actual single blast and in consideration of the limited Construction Clock closures, only an one-hour window will be used for each blast out of the 40 hours available during Phase 1.
- The procedures will use: 5 minutes prior to blasting, three whistles will be blown; 1 minute before blasting, two whistles will be blown; one whistle will be blown for the “all-clear”. Signs with this message and Blaster personnel will be placed at all airport entrances.
- The City (Thomas) noted there is a walking trail by the abandoned runway on the westerly side of the Airport. This path will be taken into consideration for blasting activity, although no conflicts are anticipated since it is located on the other side of the runway from the blasting zone.
- As a precaution, the Runway will be closed during blasting window. athenahealth flights will be considered when setting the blasting window; they typically fly in the morning before 9am and return around 5pm. Exact window will be determined by early next week and the City will be notified in order to set the NOTAM.
- The runway circuit will be shut off during blast (REILs and edge lights) and will be turned back on after the “all-clear”. However, given the location, the Airport beacon will be able to be left on during blasting activity.

→ Other:

- Rock excavation quantities will be tracked by pre/post topographic surfaces taken before and after blasting with rock excavation.
- An obstruction pole was found to be within project limits and the removal/relocation of this pole is not included in this project plans, but this issue will need to be addressed. MJ will review further and report back to all parties on how to proceed.
- The possibility of working on 12/24/18 was discussed, but Lane will determine and discuss more at the next meeting.