

Present:

Leanne Miner, Fremont Land Use Administrative Assistant  
Andy Kohlhofer, Vice Chair Fremont Planning Board  
Jack Karcz, Fremont Planning Board Member – Reviewed no edits 9/20/19  
Gregg Arvanitis, Fremont Building Inspector – No comments 09/30/19  
Mike Rislove, Rome Construction Co, Owner Fremont LLC – Reviewed with edits 9/27/19  
Tim Lavelle, Joseph Toohey, Lavelle Associates  
Jeff Quirk, Keach Nordstrom Associates, Inc.

**Construction Kick-Off Meeting for Ragnar Original Innovations – Phase 1**

The meeting started at approximately 0900 with introductions including project roles and responsibilities.

Schedule - Construction is anticipated to start with grading (mostly fill) followed in the near term by digging for building footings, and installation of retention ponds with seeding to be completed before road drainage is installed.

Stormwater Inspections – Site stormwater inspections will be conducted by the contractor (Rislove) on a weekly basis. KNA (Quirk) will inspect erosion and sedimentation control when onsite during regular inspections.

The group had the final plans available for review and discussion. Questions and comments proceeded including:

1. Blandings Turtles - None have been observed onsite, but habitat exists.
2. Retention Pond Construction – Stump grindings will be used at the base of the pond as part of the biomix. Not clear if NHDES is involved in inspection of this drainage feature. Gregsak Engineering to follow up with NHDES RE: their expectations. Bio mix will be prepared on site.
3. Sheet 10 – Drainage Details – The infiltration pond has a note about a liner that seems misplaced. Time to follow up with Gregsak Engineering
4. Catch Basin – Discussion about elevation of invert at the base of the structure. Stone should be placed flush with the invert such that turtles can access the structure. Field changes to be considered by Rislove and Quirk at some point prior to installation.
5. Crushed gravel vs stone swale/pipe. Stone is standard and plan should be followed. Rislove and Quirk to discuss further and Gregsak Engineering to provide new detail if appropriate.
6. DOT Items: Testing – Rislove proposed to use ~~304.2 and 304.3~~ 304.4 as a substitute for ~~304.3~~ 304.4 and install using 6-inch lifts. Rislove and Quirk to review proposed change with Steven Keach, PE RE: DOT standard substitution.
7. Reclamation surety has been submitted and deposited in a cash escrow account in the amount of \$64, 570 plus any Town fees.
8. Miller Engineering will conduct field compaction testing. Quirk will review reports and obtain verbal from the site tester in the interim as needed.

9. Subgrade materials testing – Quirk will observe rolled material and process as part of inspection.
10. Subgrade inspection – site will be staked prior to inspection. The road needs to be kept open for other site business operations. Quirk will plan on inspecting at least once section to observe methodology.
11. Existing Road (gravel) was observed to be in good condition. The roadway will be paved up to the proximate location of the Altaeros blimp pad (as shown on plans).
12. Construction sequence for catch basin, swale, drainage, and roadway construction were reviewed.
13. Inspection notice for key construction items. Quirk requested a 24 hour notice. Rislove was amenable to that. Miner or Arvanitis should be available in a pinch if Town Representation is needed and Quirk or someone else from KNA is not available.
14. Building Inspector will need concrete testing reports.
15. Remaining Submittals for Town Engineer Review – Rislove will prepare a list of submittals and coordinate review with Steven Keach, PE in advance of installation.
16. Access Road – Gravel will be used behind the buildings for emergency access. No detail was provided, but the fire chief communicated that he wanted to be able to access behind the building. Rislove is planning to use 6-inches of crushed gravel per discussion with Fire Department. Miner offered to look for original project comments from the Fire Department and follow up with Butler to confirm if necessary.
17. Quirk distributed KNAs Typical Construction Inspection Items for the group.
18. Adjourn 942AM.