



**Progress Meeting Minutes
No. 28**

Project: National Grid Patchogue	Meeting Date: May 21, 2020
	Time: 0930
Subject: Progress Meeting	Location: 234 W Main St, Patchogue

Did Attend?	Initials	Attendee's Name	E-mail Address	Company Name
X	SA	Sarah Aldridge	Sarah.Aldridge@nationalgrid.com	NG
X	AG	Aaron Gorges	agorges@geiconsultants.com	GEI
	EB	Ed Bradshaw	ebadshaw@geiconsultants.com	GEI
	KB	Keith Bogatch	KBogatch@brwnald.com	B&C
X	CO	Carla Oliveira	COliveira@brwnald.com	B&C
X	MO	Marek Ostrowski	Mostrowski@brwnald.com	B&C
	CN	Charles Atanasio	catanasio@brwnald.com	B&C
X	KC	Kevin Cain	Kcain@posillico.com	Posillico
	LK	Lee Kaplan	Lkaplan@posillico.com	Posillico
X	MP	Michael Perciballi	Mperciballi@posillico.com	Posillico
X	MA	Marc Atamian	Matamian@posillico.com	Posillico
	CZ	Chris Zec	Czec@ccsconsultingservices.com	Posillico
X	MM	Melissa McLaughlin	Melissa.McLaughlin@aecom.com	AECOM
	PT	Paul Taverna	Paul.Taverna@aecom.com	AECOM
	PQ	Pat Quinlan	Patrick.Quinlan@aecom.com	AECOM
	SD	Scott Deyette	Scott.deyette@dec.ny.gov	NYSDEC
X	GP	Gerry Pratt	Gerald.pratt@dec.ny.gov	NYSDEC
	JN	Jacqueline Nealon	Jacquelyn.nealon@health.ny.gov	NYSDOH
	KBrooks	Kristen Brooks	Kristen.brooks@parsons.com	Parsons
	WL	William Long	William.long@parsons.com	Parsons

Additional Attendees:

Item	Description	Status	Responsible
H&S Minute	Topics: <ul style="list-style-type: none"> Safety Minute: COVID-19 Update and discussion of Phase 1 Metrics Weather: 	In-Progress, Complete, On-Going	ALL, GEI, NG, B&C, Posillico
Site Safety and Overall Safety Update	Site Security <ul style="list-style-type: none"> Back in parking: NG Policy Total Safe Man Hours: Week- 755.5 Total- 15,613.5 	In-Progress	
H&S	Incident <ul style="list-style-type: none"> None 		



Item	Description	Status	Responsible
H&S	Near Miss <ul style="list-style-type: none"> None 		

Community Issues			
Item	Description	Status	Responsible
001	Surrounding Businesses/Parking Issues: <ul style="list-style-type: none"> None 	On-going	All
002	Residents - <ul style="list-style-type: none"> Tree needs to be removed. Call Terry Kelly to coordinate with property owner 	Completed	All

Site Monitoring			
Item	Description	Status	Responsible
001	CAMP <ul style="list-style-type: none"> Completed 	Completed	
002	Vibration Monitoring <ul style="list-style-type: none"> Completed 	Completed	KC
003	Settlement Monitoring <ul style="list-style-type: none"> Completed 	Completed	KC
004	Crack Monitoring <ul style="list-style-type: none"> Will do final round during remob to the site. 	On-going	KC
005	SWPP Inspections <ul style="list-style-type: none"> 	On-going	KC

Submittal Review			
RFI			

Document Design Changes			
Quality Assurance (B&C)			
Quality Control (Posillico)			
Change Orders			
ALL	All COs will be billed on the last billing cycle. KC/AG will go through all line items to capture all quantity overages for a final CO. KC has bundled all of the COs for Review	In Process	AG
Field Orders			

Issue Tracker				
Issue Date	Issue	Remedy	Owner	Status



10/30	Permit	Town of Brookhaven: review the permit for final inspection. See if ToB wants to do this fall or next spring. CO to follow up. CO spoke with Dwight. They can do the inspection as long as he can see that the seed has been placed. Will schedule for the week of 12/9 (th-fri). Will inspect during remob	CO/AG	On Hold
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Four Week Look-Ahead			
See Attached Schedule			
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Work Completed Last Week			
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Posillico issued CPM Update on 11/26/19			
New Business			
Item	Description	Status	Responsible

Standing Reminders			
001	<p>All Stop</p> <ul style="list-style-type: none"> Any crew member, visitor, regulators, and site personnel have the authority to stop any activities that have the potential to cause any injury or harm. <ul style="list-style-type: none"> If there is an all stop, review reason for stop, re-analyze and re-plan activities Only proceed if satisfied with new direction Review JHA safety brief All crew members must sign off on the updated or new safety brief <p>Safety Standown</p> <ul style="list-style-type: none"> If there is one, must follow NG re-activation guideline. 		

Discussion

- Swale –Armor Flex Solution chosen. B&C to issue drawings. B&C have issued drawings, and Posillico will evaluate cost implications. Posillico submitted Cost comparison. **CO Approved**
- Topsoil Placement: Wet Meadows will remain stone. **Topsoil to be shipped off site to a location provided by SA. Completed week of 5/11**
- Monitoring Wells will need to be cut down to grade and flush mounted – Posillico will box out around these and B&C will cut down after paving
- Fencing will be installed after swale installation. Locations of gates to be decided. CO Issued Fence realignment. **CO to reissue Site Restoration with fence alignment and gates**
- Carla will contact Wetlands permit to see if debris can be moved. Debris can be removed
- Has NYSDEC commented on the plan to recycle the rip-rap? CO We will check on this. SA/CO to revise the letter and issue to DEC.
- SA: Target start date is dependent on the LI Region meeting the governors 7 metrics. Will continue to monitor.**
- Town of Brookhaven Permit – CO will contact in order to extend the Permit Date.
- CO will draft a letter to NYSDEC outlining the design changes.
- SA – Lease extension is in place for 3 months.



- KC – Will issue Covid-19 Amendment to H&S Plan

NYSDEC: Gerry Pratt

- Would like to see water level data. KB Will send the data. Sent Data.

Posillico:

- KC Will put more seed down on Town of Brookhaven Property.
- KC – Will need one week to mobilize after notification to proceed.

Brown and Caldwell:

- MO- None
- KB - None
- CO- Waiting for a call from Dwight regarding Permit Extension. Permit Extended. B&C Paid for it

AECOM:

- Will need AECOM Onsite with handheld PID/DustTrak

National Grid:

- SA – What do we need to get in the field? Make sure HASP is updated with COVID-19 Guidance and protocols. If SA gets more guidance, she will send

GEI:

- AG – None
- EB - None

***** Submit clarifications, corrections or additions to the CM within 5 days of issuance*****

Next Mtg.	Thursday May 21, 2020		
Phone #	Conference Call: Call number: 866-227-5157 Conf Code: 607 216 8964		