PROJECT NAME: PRECONSTRUCTION MEETING

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12 SCHOOL STREET DATE: LOCATION:

PRE-CONSTRUCTION MEETING

1. <u>INTRODUCTIONS AND SIGN-IN</u>

2. SCOPE OF PROJECT

3. <u>CONSTRUCTION SCHEDULE</u>

4. <u>DESIGNATION OF RESPONSIBLE PERSONNEL</u>

Contractor:	Owner:		
Name(s):	Name(s):		
Company Name:	Company Name:		
Telephone Number(s):	Telephone Number(s):		
Office –	Office –		
Mobile –	Mobile –		
Fax –	Fax –		
Sub-Contractor:	Sub-Contractor:		
Discipline	Discipline		
Name(s):	Name(s):		
Company Name:	Company Name:		
Telephone Number(s):	Telephone Number(s):		
Office –	Office –		
Mobile -	Mobile –		
Fax –	Fax –		
Engineer / Architect: Other:			
Name(s):	Name(s):		
Company Name:	Company Name:		
Telephone Number(s):	Telephone Number(s):		
Office –	Office –		
Mobile –	Mobile –		
Fax –	Fax –		

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HUDSON TOWN OFFICIALS				
Town Engineer	Public Works Director			
Elvis Dhima, P.E. Office: 603-886-6008 Mobile: 603-318-8286 Fax: 603-594-1142	Jess Florrence Office: 603-886-6018 Mobile: 603-234-4917			
Fire Marshall	Interim Fire Chief			
Dave Hebert Office: 603-886-6005 Fax: 603-594-1142	Scott Tice Office: 603-886-6021 Fax: 603-594-1142			
Building Inspector	Town Planner			
Raymond Abair Office: 603-886-6005 Fax: 603-594-1142	Brian Groth Office: 603-886-6008 Fax: 603-594-1142			
Fire Inspector				
Steve Dube (Residential) Steve Dube, (Fire Prevention-Commercial) Office: 603-886-6005 Fax: 603-594-1142				
a. Contractor's Representative/Contractor	mpetent Person on Site			
Name(s):				
b. <u>Contractor's emergency call-out</u>	t personnel - (3) required			
Company Name:				
Telephone Number(s): Office – Fax –	Mobile –			

5. <u>LOGISTICS</u>

CHECKLIST – FOR PRECONSTRUCTION

SUBDIVISION & SITE PLANS

Proje	ECT: MAP/LOT:
	Plans & Development Agreement approved and signed (with special conditions highlighted)
	Street Opening Permit
	NHDES (Dredge & Fill)
	NHDES (site specific)
	NHDES (waste flow allocation)
	NHDES AOT & (SWPPP) EPA
	NHDOT – (Driveway Permit)
	NHDES (septic subdivision or septic design)
	Intent to cut permit
	Sewer – Plan/Profile & details
$\bar{\Box}$	Drainlayer License
	WATER - LAYOUT & DETAILS
	Engineering Review
	Approved hydrant plan (approved by Fire Department)
	Erosion control – layout & details
	Surety estimate & Letter of Credit - (using Town format)
	Inspection requirements & process Erosion control/sewer/water/drainage/roadway/other

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BLASTING REQUIREMENTS
Shop drawings
Construction drawings
"Made in the USA" materials, water mains, SMH, DMH, F&G
Compaction Tests (Gravel / Crushed Gravel)
Signage/traffic control
Name/address/telephone /Developer contractor/Engineering /architect
Inspection fees escrow (Water / Sewer / Public Road \$5/LF (Mains & Road)
Water testing (pressure @150 psi / Bacteria Test)
Sewer test (Vacuum test/Pressure test/Deflection test (30 days after installation)
Survey layout requirements
Sign not an approved street at entrance
Street sign before first C.O.
Working hours posted
If Town water – hydrant flags
Slopes over 10% for driveways
PLANNING & ENGINEERING
All changes shall be submitted in writing and subject to approval by Town Engineer and Town Planner. Developer shall be responsible for any unapproved changes in the field.
BUILDING & ENGINEERING
NO BUILDING PERMITS shall be issued until the proposed road has been base paved, sewer and water mains have been accepted by MUC & BOS

6. <u>UTILITIES AND HIGHWAYS</u>

UTILITY CONTACTS			
Discipline: Work within existing ROW Contact: Jess Forrence Director of Public Works Office: 603-886-6018	Discipline: All proposed work Contact: Elvis Dhima Town Engineer Office: 603-886-6008		
Discipline: SEWER Contact: Jim Lavacchia DPW Foreman Office: 603-886-6018	Discipline: WATER Contact: Elvis Dhima Town Engineer Office: 603-886-6008		
Discipline: Fire Alarms Contact Name(s): Steve Dube Telephone Number(s): 603-886-6005 Office 603-886-6005	Discipline: Building Department Contact Name(s): Dave Hebert Fire Marshall Office 603-886-6005		

PRE-CONSTRUCTION MEETING

ATTENDEES:

Elvis Dhima, P.E.	Town Engineer	886-6008	