**Minutes of L-N/LBT Regular Teleconference**
Oct 29, 2015; 16:30 – CET (08:30 MST)
Attendees:

- MPIA: Thomas Bertram, Ralph Hofferbert
- LBT-Tucson: Dave Ashby, James Howard, Al Conrad
- LBT-Skype/Phone: Christian Veillet, John Little

(last updated 30oct2015)

1. UIAP/Cover status and plans
    a. *The UIAP fabrication is complete and it will go up to the LBT early next week. Two fit checks, before and after weldments, are required before the start of I2 on 9-nov-2015.*
    b. *Craning the UIAP (with or without cover attached) will require the telescope 'dance' (even though its vertical extent is 2m shy of the full LN vertical extent).*
    c. *The 26-oct-2015 I2-plan document shows the LINC UIAP+cover being stored on the telescope starting on 23-nov-2015. We determined that this is too soon since there are railings and walkways that need to be installed while the assembly is in the high bay. To avoid an unnecessary high-bay-to-telescope round-trip, the earliest it would go on the telescope (except for a one day, on-and-off, test fit on 19-dec-2015) would be at least a few weeks after Thanksgiving.*
2. Clean Room
    a. *The plans for LUCI-1 to vacate the clean room are still in place. There is a complication related to AGW-1 alignment, which requires a secondary mirror, that would best be done before LUCI-1 is installed on the telescope. If this cannot take place in time, there are still options that would allow LUCI-1 to leave the clean room (e.g., stored in the high-bay or installed on the telescope even without the AGW-1 alignment). A decision regarding the SX AdSec will take place early next week (following a report due 30-oct-2015 from JPL) that will narrow the possible scenarios.*
    b. *The scaffolding along the south wall (see page 14 of I2 plan, top panel) blocks the small door. LBT is still investigating whether this violates any safety rules.*
    c. *Some scaffolding that is shown in a storage position on page 14 of I2 plan, top panel, would interfere with existing equipment in that position (a flow bench and an electronics rack). Thomas informed that this is not a problem since that item can be stored anywhere*

*and does not have to reside in that position. Robert Reynolds is working on a smaller footprint for equipment in this part of the clean room (i.e., immediately east of the aux cryostats). The flow bench will likely remain, along with a storage cabinet that will be placed so it is facing east with its back against the flow bench. With help from Stephen Hooper, the electronics rack will likely be replaced with a smaller, wall-mounted rack.*

3. U.S. Holiday 11-dec-2015 (Veteran's Day)
    a. *No MGIO transport of containers will be possible on that day.*
    b. *However, LBT staff will be available for craning in the high bay.*
4. Hand-over times
    a. *The table is on the wiki: http://wiki.lbto.org/pub/Instrumentation/LnLabAivPage/handOverTimes_v2.pdf*
    b. *A request for late hand-over on the PEPSI night (19-nov-2015) is pending.*
    c. *Al should include times and policy regarding morning hand-over in the same table.*
    d. *Dave reminded everyone that science operations in general take precedence over commissioning activities.*
5. Fork Lift

    *It is not possible to rent a large fork lift that can operate on a gravel surface. The crane will be used for the operations that had previously been planned for that forklift. Thomas sent a document right before the meeting that outlined the difficulty with getting a good lift point (i.e., CoG) outside the container to where it is accessible by the crane. John explained that there exists a method that has been used in the past that can be repeated here to deal with that problem.*
6. Telescope Rebalance
    a. *The telescope re-balance will be for the weight of the naked bench only and does not include the weight of the UIAP and cover.*
    b. *It should be possible to re-balance in a way that does not require swing arm restrictions, but it we will be close to that limit.*
    c. *The dynamic balancing system will be configured the week before in a way that will minimize the time required to rebalance on the 16th.*
    d. *In his plan, Thomas is using 90 minutes as an estimate for the time required to rebalance.*

7. Bolts
    a. *The requirement for 110 mm of thread imposed a challenge for acquiring the bolts.*
    b. *Ralph sent email after the meeting requesting more information (confirming that the solution is threaded rod with nuts and requesting confirmation of the strength class of the rod).*