

Cobb Hill Construction, Inc.

Meeting Notes

206 North State Street

Concord, NH 03301

The Canterbury Elkins Public Library

Phone: (603)224-8373 Fax (603)224-0375

Job # 40-002-03

Site phone: 783-0324 Fax:783-8967

Project Meeting

Date	Start	Finish	Meet Next	Time next	Location next	Prepared by
10/14/04	8AM	10AM	10/20/04	7PM	Town Hall	Claude Dupuis

Purpose	Location	General Notes
Team meeting	Complex job trailer	
Attended By	Firm	Function
Ted West	TW	Canterbury Building Committee
Ken Jordan	KJ	Canterbury Building Committee
Kelly Gale	KG	Sheerr McCrystal Palson
Geoff Magoon	GM	Cobb Hill Construction
Scott McFarland	SM	Cobb Hill Construction
Claude Dupuis	CD	Cobb Hill Construction

Item	Meeting Summary	Old Business
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- 8-25:1 Library meeting: All proposed cost saving options approved (see cost esti dated 2/20/04) with the exception of the following:
- 1 Wood infills in place of brick: Hold for now
 - 2 109 counter to stay
 - 3 Windows: All new
 - CLC concerned about deleting radiant heating in 108/109 areas. HVAC in currently being re-designed using gas fired air handling units. Same gas supply could be used for fireplace.
 - Delete recess floor at 109
 - TW suggested relocating door 102A to adjacent wall allowing for storage area at left.
 - Rear wall at covered porch between buildings to be deleted
 - Exterior slabs to be insulated in place of frost walls.
 - Price removing paint from exterior brick west elevation.
 - Possibly can reuse existing children's storage bins at 109 with more added.
 - 10-6 Curved children's seating/storage per plan is worth \$5300
 - CLC approved wall detail at west elevation per SK provided by Kelly. Cap at interior shelf to be wood.
 - Reception counter re-design approved per SK provided by KG.
 - 9-2 Re-design in progress 9-9 KG to check with WV re-draw progress. 9-9 Discussed SMP memo dated 9/1/2004 Scope of work clarifications - Fee Are there ways to keep this # down. CHC not expecting a Architectural re-draw. We will need an SK at the OD infill and another for minor wall changes. All can be accomplished with SKs. Food for thought. Will discuss in length next week. Library committee will also want to discuss the radiant heat next week.

Item			Old Business Cont.
			- 9-23 Hawes dose not recommend using a water heater for radiant heat loop.
9-15:1			LBC change request at South elevation:
			- 1) Delete box columns and replace with round tapered columns different spacing.
			- 2) Delete railings and leave open
			- 3) Enlarge gable over entry
			- CD to check cost implications prior to any decisions
			- Other requests:
			- 1) Could sink at office 112 be kept in project
			- 2) Could ceiling at Children's 109 be kept higher (12" max)
			- 3) LBC working on donations for fireplace mantel and tile. Could CHC provide a cost ? No hearth.
			- 10-6 Round columns priced: 12" tapered fiberglass @ 9' can support 18,000 pounds \$290
			- 12" tapered wood columns @ 10' can support 5,173 pounds \$251.21
			- CBC approved tapered fiberglass. SMP to provide SK at revised locations.
			- 10-14 KG provided an elevation with round columns increased gable size and added gable
			- at meeting room. Look good. KG and KJ to meet with Sue at Library to review/approve.
			- Elevations also showed the exposed brick and wood infills below windows at gable.
			9-15:4 Discussed deleting porch roof between Library and meeting rm.
			10-6 Each building will have it's own porch terminating at it's corners.
			9-15:5 GS to: 1) Complete septic requirements and have it changed on plans (not in budget)
			- 2) Relocate existing septic tank to green area in front of meeting rm (not in budget)
			- 3) Re-design drainage at east elevation to daylight at north end (May have budget implications)
			- 10-6 GS presented plans with above items identified. Discussed deleting drainage pipe at
			- rear of building and creating a swale instead. These changes need to be clarified on the plans
			- so that it can be Bid correctly. CHC will require the plans stamped - GS said he would stamp.
			- plans. 10-14 Propane tanks should be located on plans. Plans need to re-issued with proposed
			- changes and probably will need to done through SFC. Septic pump and equipment will need to
			- be specified. Plans also needs to be stamped by an Engineer.
			9-15:11 Discussed job schedule: Library - Exterior concrete work will be done in phases starting mid Oct. to 1st
			- of Nov. to avoid winter conditions. Department heads informed and will accommodate. Early start will
			- also include the demolition of the grader bay. Arrangements will be made to relocate stuff to the
			- Complex. An area will need to be provided for stock piling loam from complex.
			9-27:1 Discussed location for loam storage. 10-6 Grader location seams to be the best location.
			9-27:2 Discussed demo of grader bay. Relocating power and heater. 10-6 Unitl looked at pole and meter
			and will relocate meter to pole at no cost.
			9-27:3 Ray ready to start sitework. Concrete contractor dropped out and CHC lining up someone else.
			10-6 Still awaiting pricing.
			9-27:5 CHC to provide pricing at fireplace. SM has a used fireplace he is willing to donate. SM to provide
			- a photo for review consideration. 10-6 Photos and SK provided. Hardware for FP NLA and gas
			- would need to fitted. CLC prefers a new FP.
			- Pricing: Mantel and paneling above (paint grade) \$1100
			- Zero clearance FP installed \$3640 // Gas piping \$200
			- Ceramic tile \$340
			- Painting \$200
			- Total cost \$5480

Item			Old Business Cont.
9-27:7			EP to check on HVAC re-design progress 10-6 Plans will be completed this week and sent to CHC some time first of the week. Mech contractor to price. We will have pricing and scope of work for discussion at the meeting of Oct. 20th. Plans will show radiant heat. 10-14 Mech plans are complete and were put in the mail yesterday. KG had a reduced drawing for review.
10-6:1			KG working on carpet pad options that provide insulation and are HC compliant. 10-14 KG has located carpet R7 and \$5/YD more that is ADA compliant. Budget needs to be reviewed prior to approval.
10-6:2			KG to provide the CLC communication plans for to review and markup with phone and computer locations. 10-14 KG and KJ to meet with Sue at the Library today after meeting.
10-6:4			Gable sign to read "Canterbury Elkins Public Library"
10-6:5			CLC asked what the operating electrical usage might be. That's a question for the Engineers with a lot depending on final mech and electrical devises.
10-6:6			CLC asked about cost of appliances. Appliances are not part of the construction budget.
10-6:7			CLC asked about maintenance plan/budget. Interior cleaning and exterior snow removal etc. No plan in place at this time. Scope of work TBD.
10-6:8			Due to general use of the meeting room and security to the remaining building will require an additional exterior door within the meeting room with a path to the public way.

Note: Please respond to issues under new business within 2 working days with any issues.

Item	Assigned to	New Business
10-14:1		KG and KJ to meet with Sue at Library today after meeting to review SK's. See meeting note by KG.