

# 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
10/20/04	7PM	9PM	10/28/04	8AM	Town Hall	Claude Dupuis

Purpose	Location	General Notes
Team meeting	Complex job trailer	
Attended By	Firm	Function
Mike Capone	MC	Canterbury Building Committee
Kent Ruesswick	KR	Canterbury Building Committee
Ted West	TW	Canterbury Building Committee
Charlie Cook	CC	Canterbury Building Committee
Gordan Jackson	GJ	Canterbury Building Committee
Ken Jordan	KJ	Canterbury Building Committee
Bob Fife	BF	Canterbury Building Committee
Jeremy Slayton	JS	Canterbury Building Committee
Cathy Menard	CM	Canterbury Building Committee
Ann Knute	AK	Canterbury Library Committee
Sue Holmes	SH	Canterbury Library Committee
Nancy Roy	NR	Canterbury Library Committee
Kelly Gale	KG	Sheerr McCrystal Palson
Claude Dupuis	CD	Cobb Hill Construction

Item	Meeting Summary	Old Business
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- Price removing paint from exterior brick west elevation.
- 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.
- **10-20 Elevations approved. SMP to proceed with final design**
- 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

Item		Old Business Cont.
-		be specified. Plans also needs to be stamped by an Engineer.
-		<b>10-20 KR to check with Gary Spalding. MC provided a septic plan with the "D box" inverts needed to complete the new tank designs. CD to make copies and return org. to MC.</b>
-		<b>Plans need to be cleaned up will all changes and stamped. Changes to include: Forced main size, pump size, site contractor recommends a H-20 tank, will a state permit be required for installing new tank?. Site contractor warns that the vent pipe may stink-up the Town Center.</b>
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. <b>10-20 HVAC plans complete. Committee reviewed and approved. Would like the radiant heating to extend one additional bay. CD advised that it will depend on the budget.</b>
-		<b>Pricing in progress and anticipate something next week.</b>
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. <b>10-20 Still in play. Not sure of the extent - depends on radiant.</b>
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.
-		<b>10-20 Still in play. KG provided full size plan for review, mark-up changes</b>

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

Item	Assigned to	New Business
10-20:1		Job schedule. Site work to start in two weeks
10-20:2		Reviewed meeting notes dated 10/14 between KG, SH and KJ . Items not mentioned above: <ul style="list-style-type: none"> <li>a Moved computers</li> <li>b Changed the floor plan (minor)</li> <li>c Talked about framing for future accordion door in kitchen. (budget driven)</li> <li>d Sloped ceiling in children's OK</li> <li>e Add in slab power of table lamps at fireplace lounge. Slab demo costly. Need to determine slab thickness. Hold on work / design.</li> <li>f Confirmed no hot plate or range in kitchenette.</li> <li>g Noted that HVAC - Lighting plans do not reflect architectural changes and will require SK's</li> <li>h Delete two cans at porch ceiling reflecting deleted roof section.</li> <li>I Pump house should be deleted from plans.</li> </ul>
10-20:3		KR not having luck with finding someone to relocate fuel cell. CD to check for possible names.
10-20:4		CC asked that water at church be turned back on.