

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 # 40-02A-03

Site phone: 783-0324 Fax:783-8967

Project Meeting

| Date | Start | Finish | Meet Next | Time next | Location next | Prepared by |
|------------------------|--------------|----------------------|-----------|-------------------------------|----------------------|---------------|
| 03/24/05 | 8AM | 9:30AM | 03/31/05 | 8AM | Complex Meeting Room | Claude Dupuis |
| Purpose | | Location | | General Notes | | |
| Team meeting | | Complex meeting room | | | | |
| Attended By | | Firm | | Function | | |
| Kent Ruesswick | | KR | | Canterbury Building Committee | | |
| Sue LaClair | | SL | | Canterbury Library Committee | | |
| Ted West | | TW | | Canterbury Building Committee | | |
| Eric Palson | | EP | | Sheerr McCrystal Palson | | |
| Scott McFarland | | SM | | Cobb Hill Construction | | |
| | | | | | | |
| Meeting Summary | | | | | | |
| Item | Old Business | | | | | |

- 3-3:2 SFC contracted to modify and complete site plans. 3-9 Site plans should be complete by next week. Lynn will be leaving SFC and David R. Jordan will complete plans. 3-17 Plans not 100% complete and CD will call SFC to see if they can re-issue with changes. Revised plans have re-grading of gravel area to the north of the leach field. This is NIC and CD will price this additional work. **3-24 SFC has completed plans revised date 3/21/05**
- 3-3:4 Occupancy permits for complex and town hall addition revised. MC to check accuracy and that Dale has also signed off then forward copy to CHC and SMP. 3-9 NC **3-17 Completed not yet rec.**
- 3-17:3 SL asked about folding partition. On hold pending financing. **3-24 NC**
- 3-17:4 Discussed and reviewed ext. color schemes. Samples given to CLC. Meeting room ext. color? **3-24 Colors to be confirmed at next wed. night meeting**
- 3-17:5 KG to check with electrical engineer for information on power feed to meeting room. Panel 4 still on plans that appear would have been installed in the pump house (now deleted). **3-24 NC**
- 3-17:7 KG proposed changing the Berber Matt spec to: Supreme NOP Walk-off Matt, color: Natural #05. CD to check availability and cost difference if any. **3-24 Availability not a problem, cost is a little more but PGW will provide at no additional cost.**

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

| Item | Assigned to | New Business |
|--------|-------------|--|
| 3-24:1 | | Job schedule still looks like a completion on 6/2/05 |
| 3-24:2 | | Scheduled to review GMP Wednesday next week. |
| 3-24:3 | | West exterior elevation fix to be determined. SK by EP to follow and priced by CD. |
| 3-24:4 | | Approved relocating strobe light in storage room to allow for shelving. |
| 3-24:5 | | Check on outlet for copier. |