

Cobb Hill Construction, Inc.

Meeting Notes

206 North State Street

Concord, NH 03301

The Canterbury Municipal Complex

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
08/18/04	7:00PM	8:30PM	08/25/04	8:00	Complex site job trailer	Claude Dupuis

Purpose	Location	General Notes
Team meeting	Complex site job trailer	
Attended By	Firm	Function
Kent Ruesswick	KR	Canterbury Building Committee Chairman CBC 375-6474
Ted West	TW	Canterbury Building Committee CBC
Charlie Cook	CC	Canterbury Building Committee CBC
Gordan Jackson	GJ	Canterbury Building Committee CBC
Bob Fife	BF	Canterbury Building Committee CBC
Jeremy Slayton	JS	Canterbury Building Committee CBC
Mike Capone	MC	Canterbury Building Committee Town Selectman
Ken Jordan	KJ	Canterbury Building Committee CBC
Kelly Gale	KG	Sheerr McCrystal Palson Project Designer 526-9309
Claude Dupuis	CD	Cobb Hill Construction Project manager

Meeting Summary	
Item	Old Business

6-23:4 Team to meet on Library budget in two weeks, July 7th at 7PM 7-1 Still planning to meet. Goal will be

- to pickup where we left off with budget and value engineering.
- 7-7 Budget savings discussed. CD to make copies of estimate for the committee to pickup at the job trailer for review prior to next weeks meeting. MC mentioned that there was \$145K set aside for the Library and no one knew whether or not if is included in the budget we are working from. MC to check. Also see additional notes by KG dated 7/8 (email) 7-14 No action taken.
- KR to arrange CD to meet with the Library committee to review proposed cuts prior to next Wednesdays meeting. 7-21 Library committee members was a NO SHOW. No action taken.
- EP informs that mech re-engineering cost would be approx. \$5400 7-29 Meeting scheduled for 7-28 canceled. No action a taken. Rescheduled date is Aug 11th. 8-12 meeting last night with the Library Committee and CBC went better then expected. Final details are still to be worked out.
- Two items voted on and approved was deleting the fire sprinkler and switching from oil to gas heating units. The HVAC will be design build by Hawes in conjunction with WV Engineering. Air handling units preferred inside vs. outside. **8-18 CBC, CHC and Library committee to meet next Wed. night at 7PM.**

- 8-5:4 DC asked that CHC price installing concrete sono tube and light for flag pole. Concrete would be slightly below grade so that it could be covered with loam. 8-12 Price for concrete installed is \$445 and still waiting on electrical pricing. **8-18 Cost for electrical including the specified ground light at 700 is \$1200. Flood lights could be used for a lot less money.**

Item	Old Business Cont.
8-5:9	Hawes indicated that in the budget value engineering the air and water drops in the FG were down to two. DC said no way and that the trucks need to remain plugged in at all the times. CD to check with Hawes. DC requested adding two drops in FG and temper water spigot at exterior of door 139A.
-	8-12 CD spoke with Steve Hawes and he agreed to install drops per plans. Locations for cord reels reviewed. Gary of Celtic recommended that drops not be too close to heaters. In order to avoid heater, drops will need to be installed behind doors when open, approx. 13-14 feet.
-	DC asked that air drops be in the same locations cord reels. DC to provide air fitting type.
-	Tempered water spigot to be installed at the interior of wet room to left of exterior door. DC asked that water spigots at the center of garages be tempered. Hawes to check plans and scope. 8-18 No change
8-5:12	KR asked when we might start construction at the town hall addition. KR also mentioned that the town may require abatement and to check GZA report. Jim would like to be kept informed.
-	8-12 Jim Weeks with GZA is the one to be kept informed. KR says that Lead coated materials may be hauled to and placed into the town construction dumpster. 8-18 Site work scheduled for Thursday / Friday with footings Wed. of next week.
8-5:14	Sign allowance is \$500 and probably will not be enough for the exterior building "Canterbury" sign. CHC to provide backer board per plans using MDO plywood. Letters by others.
-	CD and KR have volunteered to provide the "Canterbury" sign. CD presented a sign layout by Sign-A-Rama for review / approval. KR suggested that "NH" be added. CD will have Dave at Sign-A-Rama provide a picture with the "NH" added for final approval. 8-18 Large "NH" approved and sign base will need to be increased in length by 10" and will be balanced on windows above.
8-12:1	CD presented Complex GMP documents for review / approval. KR will hand documents to Selectmen at next week's meeting. 8-18 Briefly discuss GMP documents. MC will take with him for review and will call with comments / questions.

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

Item	Assigned to	New Business
8-18:1		Discussed job schedule dated 8/2/04 with a completion date of 12/16/04.
8-18:2		Discussed additional engineering cost due to Star loads and wrong bolt size and location. One invoice by Steffensen may already be paid and a second (final) invoice dated 8/13 sent. Discussed back charge to Construx through CHC contract. Not discussed at meeting - It would be better if the Town were to bill Construx directly. Inv. #40160 dated 15/04 \$2876.20 and Inv. #40170 dated 8/13 \$2234 for a total of \$5110.20.
8-18:3		Discussed water treatment system for the center. MC will update quote with Second Wind to confirm cost. Approx. cost \$10,500. Church contribution questioned.
8-18:4		CBC inquired about cost of adding overhead doors at HG. See meeting notes dated 7/29 item 6-17:1 Total \$7825 plus electrical and bollards.
8-18:5		January is the dead line for entering anything into the warrant article. Overhead doors ??