

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
10/06/04	7PM	9PM	10/14/04	8AM	Complex job trailer	Claude Dupuis

Purpose	Location	General Notes
Team meeting	Town Hall	
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
Gary Spalding	GS	Canterbury Building Committee
Bob Fife	BF	Canterbury Building Committee
Jeremy Slayton	JS	Canterbury Building Committee
Beth Blair	BB	Canterbury Building Committee
Dale Caswell	DC	Canterbury Fire Dept
Claudia Leidinger	CL	Canterbury Library Committee
Ann Knute	AK	Canterbury Library Committee
Chuck Sanborn	CS	Canterbury Library Committee
Sue Holmes	SH	Canterbury Library Committee
Nancy Roy	NR	Canterbury Library Committee
Ginger Laplant	GL	Historical Society
Kelly Gale	KG	Sheerr McCrystal Palson
Claude Dupuis	CD	Cobb Hill Construction

Fax 375-6474

Fax 526-9309

Meeting Summary

Item	Old Business
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- 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. 8-25 It appears that the only way to recoup these charges is to back charge Construx and Andrews Construction. 9-2 No change. Waiting on info from Construx. 9-9 Still no change. 9-15 Still no change **9/23 No change**
- 9-23:2 Ceiling finishes at evidence, storage and phone data rm. Install one layer of 3/4" CDX plywood to ceiling and plywood blocking above 8' adjacent ceiling line. Provide new ACT at 8' OFF
- 9-27 CHC pricing ACT and alternate light change to surface mount. **10-6 Celtic to exchange lights to wraparound surface mounted lights at no charge. No grid with lights mounted to ply ceiling.**

Item	Old Business Cont.
9-27:1	Discussed moving the fuel cell from below to complex. Jim provided Kent with the Company name that setup the tank in it's currant location. Cell holds one diesel tank and one gas tank and both would need to be pumped dry prior to moving. Target date for relocating cell is Nov. 15th. Kent to make arrangements. Kent also to check to make sure that a slab will not be required as we plan on setting cell on a gravel base. Discussed control locations. On the exterior preferred. Will need some sort of lock box. 10-6 KR had ppl who setup cell look at moving it and they are not interested.
	According to setup ppl the cell weights 27 thousand pounds and can be set on either a slab or gravel bed. KR looking for someone else to move cell. J&D instructed to stop filling tanks.
9-27:2	CHC to provide one bay at HG for Jim to start moving stuff in two weeks.
9-27:3	CHC to provide a gravel area for Jim to set plows, sanders and equipment week of Oct 18.
9-27:4	Revised job schedule for site work. Paving is now scheduled for Oct. 18th. Gravel grading and compaction will be completed prior to paving. Loam screening and placement will follow paving
9-27:5	CD called Verizon to inquired what the \$390 charge was for. The \$390 is a one time charge for pole space rental.

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

Item	Assigned to	New Business
10-6:1		Schedule: Permanent power-meter installed today and power should be turned on today. HVAC wired
		- Propane tanks filled with regulators scheduled for tomorrow which means that heat may be turned on as early as next week. Heat will be needed for finishes. Man doors on site with door hardware scheduled fro delivery tomorrow which means that building could be secure next week.