

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
11/03/04	7PM	8:30	11/11/04	8AM	Town Hall	Claude Dupuis

Purpose	Location	General Notes
Team meeting	Town Hall	
Attended By	Firm	Function
Kent Ruesswick	KR	Canterbury Building Committee Chairman CBC
Ted West	TW	Canterbury Building Committee Canterbury Building Committee
Beth Blair	BB	Canterbury Building Committee CBC
Charlie Cook	CC	Canterbury Building Committee CBC
Gordan Jackson	GJ	Canterbury Building Committee CBC
Ken Jordan	KJ	Canterbury Building Committee CBC
Bob Fife	BF	Canterbury Building Committee CBC
Cathy Menard	CM	Canterbury Building Committee CBC
Claudia Leidenger	CL	Canterbury Library Committee Canterbury Library Committee
Sue LaClair	SL	Canterbury Library Committee CLC
Ann Nute	AN	Canterbury Library Committee CLC
John Bouton	JB	Canterbury Library Committee CLC
Nancy Roy	NR	Canterbury Library Committee CLC
Kelly Gale	KG	Sheerr McCrystal Palson Project Designer 526-9309
Claude Dupuis	CD	Cobb Hill Construction Project manager

Meeting Summary

Old Business

- 10-28:1 Schedule: Loam screening will be completed this week. Excess loam will be stored on site at the eastern boundary. Stockpile will be seeded and can be excavated out at a later date. Paving re-scheduled for next Monday and Tuesday of next week. Need to reschedule moving fuel cell to wed.
 - **11-3 Paving completed 11/2, loam spreading near complete. Hydro seed was to be this week but not sure due to rain. BB is donating supplying and seeding wild flower seed on the east side of driveway from Baptist road to the propane tanks. CHC asked not to hydro seed this area.**
 - **A strip along each side of drive of equal width will be hydro seeded.**
- 10-28:2 SM called Lily Pond to wire radio communications. **11-3 All interior terminations have been terminated in the joint facilities room by mistake. This will be corrected. The Highway will be in the Highway office and Police Chief will her location will Lillypond.**
- 10-28:3 Highway dept to start moving tools and equipment next week. **11-3 Garage is complete and Jim instructed to start moving.**
- 10-28:4 Highway compressor will be wired to accommodate the existing compressor. **1 1-3 Some discussion as to the ownership of the existing compressor and DC agreed FD would buy a small one.**
- 10-28:5 Building will be secured by the start of next week. **11-3 Building is secure.**

Item		Old Business Cont.
10-28:6		CD submitted change order # 2 for approval. Change order approved and signed. KR to have Mike Capone sign and forward original to CHC / copy to SMP. 11-3 Copies at Town Hall and MC will forward one copy to CHC and one to SMP.

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

Item	Assigned to	New Business
11-3:1		Discussed ceiling change in Sallyport above entrance to corridor 110. Ceiling change to ACT to accommodate electrical and HVAC duct. Fire rating to be maintained. Light in this ceiling to be changed from type "T" to type "J1". The "T" light might be used at the Library.
11-3:2		Jim has requested that cord reels in HG be removed and returned for credit is possible. Jim feels they are of little use for him. Jim also requested that the existing two gang outlet at garage west center wall be change to a four gang.
11-3:3		Discussed changing the lamp size in the exterior sign light type "P" from 72W to a 48W lamp due to a neighbor's complaint.