

# Cobb Hill Construction, Inc.

# Meeting Notes

206 North State Street

Concord, NH 03301

## The Canterbury Town Hall Addition

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
09/27/04	8:00	9:00	10/06/04	7PM	Town Hall	Claude Dupuis

Purpose	Location	General Notes
Team meeting	Complex job trailer	
Attended By	Firm	Function
Kent Ruesswick	KR	Canterbury Building Committee Chairman CBC 375-6474
Ted West	TW	Canterbury Building Committee CBC
Eric Palson	EP	Sheerr McCrystal Palson Principal 526-9309
Geoff Magoon	GM	Cobb Hill Construction Project superintendent for Town Hall Addition
Scott McFarland	SM	Cobb Hill Construction Project superintendent for Complex
Claude Dupuis	CD	Cobb Hill Construction Project manager

### Meeting Summary

### Old Business

- 9-23:3 KR proposed raising grade at rear of THA **9-27 Kent is talking about the back of the building being raised about 12" or so. Will review final grades prior to spreading loam.**
- 9-23:4 THA - no heat in kitchen: Look into using existing HA system to heat whole addition. **9-27 Electrical would be the least expensive to install. KR asked to price installing existing hot air furnace and duct work for entire addition.**
- 9-23:6 THA - no GFI, light & bath fans **9-27 Celtic proposal reviewed. Celtic did include kitchen outlets, GFI in baths and bath fans. Celtic provided alternates for: 1) Exit sign (one approved) adds \$175. 2) EBU (1) and (2) remote heads approved adds \$375 3) one GFI outlet at exterior - rejected.**
- 9-23:7 THA - Oct. 22 event at the Town Hall **9-27 Nothing happening on Oct.22 but there is a meeting scheduled for Oct 5th.**

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

### New Business

- 9-27:1 Review SK-5 by SMP adding window in hall. CBC approved size and location. CHC pricing.
- 9-27:2 Lou on site to check structural condition at new opening to addition. Will advise.
- 9-27:3 Discussed stairs to basement. Treads to be 2X KD with 1X pine risers. Stairs will be steep due to existing conditions.
- 9-27:4 Proposed 3'0" door to basement stair from exterior will need to be changed to 2'8" due to lack of room.

THA = Town Hall Addition