

CANTERBURY TOWN BUILDING NEEDS
COMMITTEE

Minutes of Meeting
January 14, 2004

TIME & PLACE:

Meeting Wednesday, January 14, 2004 at 7:00 p.m. at Town Hall.

ATTENDANCE:

Kent Ruesswick, Chairman

Beth Blair

Mike Capone – Selectmen representative

Charlie Cook

Bob Fife

Gordon Jackson

Ken Jordan

Cathy Menard - Alternate

Billie Richert

Gary Spaulding - Alternate

Ted West

Town Department Representatives

Dale Caswell – Fire Chief

Cobb Hill Construction (CHC) Representative

Steve Atherton

Claude Dupuis

Sheerr McCrystal Palson (SMP) Representative

Eric Palson - President

Kelly Gale - Designer

MINUTES:

Kent called the meeting to order at 7:00 p.m. Claude and Steve from CHC are to be here tonight at 8:00 p.m. to discuss the concrete proposals; Gary Spaulding and Eric Palson are to speak after that.

Kent showed the members the complete set of plans for the new municipal complex and for the next hour members reviewed the plans and asked Kelly a variety of questions. Kelly commented that there were only minor changes to be made once we get Construx's

drawings, either this Friday or next Monday. We were dealing with George from Construx but now are dealing with the company doing the building. Base plate set three (3) feet below grade; had to be changed; construction set of plans has a few minor wall items need to be changed. Kelly said that it will be five (5) weeks to build steel building after final approval.

Kent said he was not sure what to do with plans; we've discussed it a lot; approve it and pass along to selectmen? Robbie got his (copy) tonight; can look at them online as well at <http://signaturenh.com/Projects/3454/3454.htm>. Lynn and I went to DOT in Gilford yesterday and found we don't need to put 4 pipes along front of driveway; we do need to bring wall back and tie into drainage system along the road. They wanted us to change the 1% grade to 2%, but we don't want to do this. Also, DOT wants a swell and an easement along the west side of the project to allow them to maintain it. There would be a dip in the road then which is not good. DOT guy says he sees water coming off the road. We'll get Gary up there to say not reasonable to do. Status of the project is, the road is in to back of the 'building' and is pretty close to grade.

Kelly asked how does DOT have wetlands issue impacting fire pond and Kent said it doesn't. Kent said that power to the complex would be down southeast side of property and brought into building; will set another pole on road. There is no fabric under driveway; wasn't time to do. Turner's recommendation was to put drain in side for water.

Using soils out of soil disposal firm in Loudon is not acceptable for our loads. There will be a drainage ditch across road. Ted asked if the silt fence temporary and Kelly said yes, only during construction.

Kelly then said the code specifications used for the steel building are international building code specifications. Mechanical and electrical rooms are rated – required on any room greater than 100 feet. Doors are rated also. Second door added to meeting room going out to vestibule. More than 50 people can be in this room and therefore a second door for egress is required. It will be a door that locks when it closes. Also, needed handicap access for kitchen and facilities; not required but SMP does require this.

Kent talked with the President of SFC and hasn't heard back re cell phone (tower) in cupola. Nextel is interested but I'm pursuing Verizon. Dale wants windows in overhead doors as well. Kelly replied that you can have these windows placed in the doors except for the grader bay door. These doors are aluminum inserts in the metal building. Dale wants to drop down glazing, as well. He also didn't like having only one door to exit the bay area and says he needs three doors. He wants to remove door in overhead door and move windows down (on the doors) somewhat. Dale does not like the man door in overhead door; wants this moved to the side. Leave windows together but move down (on the overhead doors).

Charlie asked about chimney and Kelly showed where it is on drawings. Highway department still has man door in overhead door. Kent suggested moving door to side to

the center of the wall. Highway department guys will be working outside on equipment, etc. Mike suggested asking Phil. Kent suggested removing man doors from all overhead doors; move windows down (in overhead doors) down in both fire and highway department. Motion was seconded and all were in favor of this.

There are 8" slab with rebar; cheaper than 7" of wire mesh. Insulation value is R3 on roof – refer to drawing A 3.2.

Kent said that the problem with steel building is there is no insulation then – there are two layers of 5" insulation in the purlins and the insulation is not even screwed down. There is an issue of heat loss.

Ted asked Kelly about impact of R value. Steve suggests we find out rather than hypothesizing. Kelly said roof spec'd out is usually for a manufacturing (steel) building. Issue of roof insulation over office space to be pursued.

There are no fiberglass doors on exterior of the municipal complex. Steve said we can go to fiberglass if we want. Kelly said they are currently hollow steel. Kelly also said there will be no carpeting in meeting room as Dale felt it would be too much upkeep with people tracking in with work boots, etc.

Steve said there will be pricing with or without radiant heat in slab, then Town can decide; or else go with radiant heat from above. There will be hot air in rest of structure.

Eric interjected that this is a variable air volume system; reaction is more expensive; will pursue change in cost.

Ted asked if the plans will stay at Town Hall and Kent said yes. Dale asked about cost difference of overhead radiant and grade. Webster guy said he had a lot of ideas about this. Steve said that overhead radiant is less expensive to install and run and Webster seems very happy with their choice.

Eric replied that to install radiant system is very expensive; of the twelve systems they proposed only one survived. There is insulation underneath in these plans.

Page P-1 of the drawings shows the plumbing plans with plumbing going to tanks between the buildings. Goes into oil and grease trap before going out. Drains cost the same – we can consider doing inlet (catch) drain rather than trench drains to save cost; each bay would slope down; over \$50 a foot otherwise.

Claude suggested having a box with internal pitch within floor drain; revisit this issue later per Kent.

Page P-2 of the drawings shows water supplies/inside faucets. There is one air compressor for both fire and highway department.

There is a reflective light for (outside) sign not actual lights next to road. May need flashing yellow light at street?

This is set of plans we are bidding on. Kent encourages everyone to review plans. Plans are dated January 9, 2004. Eric said if I were in New York I'd have Kent initial every page (that is, confirm drawings are understood by client and agreed to). Mike said he did that with CHC contract and was not going to do that again.

Eric said that library plans will be started next week; there will be separate specs and separate plans.

Kent then discussed SFC contract. SFC is going to do some topo work out here and site plan. Bob Hatch said Gary's numbers included doing survey for extra cost of \$3,500. Does not include boundary line plans (with church). SFC agrees to complete rest of work for the previously contract amount of \$20,000. There is an overage of \$7,200 on site up there. Just the extra survey cost of \$3,500 as a lump sum; similar to what we had on hill. Does not include rework of road. We need depth of pond to get volume.

Gary gave contract to Kent for signing.

Ted moved we have selectmen accept contract; all approved.

Claude then went over concrete pricing with the committee members. Please refer to attached document for details. Summary is as follows:

Andrews – includes cistern per Claude	\$239,600
Cullen Concrete	\$270,011
Interstate and Mas-Con	\$240,620 (no flatwork or walls)

Claude then distributed another document that shows the CHC budget (excluding salt shed cost) to include \$117,000 for concrete. Going with Andrews will result in a project overrun of \$122,600. This overrun can be reduced to approximately a \$10,000 overrun if the following items are done:

- 1) Change slab from 10" to 8" – accepted by engineers per Clause
- 2) Delete concrete aprons
- 3) Add paving at deleted FD apron
- 4) Interior detail changes – may be more savings here
- 5) Estimate septic line item – already include in site work
- 6) Site savings estimate vs bid
- 7) Steel for salt/sand shed
- 8) Estimated concrete at salt/sand shed not in original budget

Claude said that this means losing the salt/sand shed. He also said that we have not touched contingency (cushion) which is now down to \$70,000. This is less than what

was last reported to committee (note by secretary). Please refer to detail document attached.

Gary asked how much experience Andrews has and Claude said a lot of concrete work experience. I've know them for eight years. Claude commented may have to heat (for winter conditions). Also, sometimes Andrews teams up with Interstate.

Steve wants to give Andrews the go ahead; they are ready to go but do not have approved structural drawings; still two weeks out – they need to order rebar. Still need Construx's final plans. There are five separate buildings to connect; George said more complex to engineer. Building is scheduled to be delivered March 12th. Need approval on these changes; sending to selectmen per Ken. Ken said he moves that we recommend Andrews bid with changes since CHC recommends this.

Gordon asked if Andrews will do shed work later at same price. Kent commented about leaving salt at dump if no salt shed. Gordon said should we get commitment from Andrews? Claude said salt shed is not in Andrew's numbers; he doesn't know anything about it. Steve said salt shed number is close. Kent said we would like to keep salt shed in.

Eric then suggested asking Andres to give you a quote now when they are motivated. Steve said we can get a number from Andrews; fairly simple (on salt shed). All approved recommending Andrews to the selectmen.

Claude then said bids are due back on January 28th at 4:00 p.m. on these plans. I can meet March 12 schedule (delivery of building). I use Microsoft Project 98 for tracking project timeline. (See handout given to committee.) We are trying to condense schedule to eight (8) months; right now we have nine months; need to reduce 1 month. Schedule will be updated weekly.

Charlie asked if this weather impacts project and Claude replied yes; we've lost 3 days already. Delaying, however, doesn't help; winter conditions are at either end of this project.

Gary then asked which end more expensive and Claude said the beginning (now). Gary then said that Steve had said earlier that winter conditions would be no problem. Gary said the frost is already over 6".

Kent, Eric and Kelly alluded to the fact that delay in schedule was due to Star (finalizing structural plans for steel building). Eric asked when will GNP be established and Steve said two to three weeks after we receive quotes.

Mike said that places us in the middle of February. Steve said yes. Mike said then it will be the end of February before we know numbers.

Claude is the assigned project manager for this project.

The committee members then discussed plans for providing information for March's town meeting and Claude said we'll have more information about up there (municipal complex) by then but not for the library.

Ken then asked the members to meet at his home next week for a philosophical meeting about the committee and its charge; help us to refocus.

Claude then said you need a decision maker at the onsite meetings. You can't delay in making critical decisions during the construction phase.

Meeting adjourned at 9:25 p.m.

NEXT MEETING: Wednesday, January 21, 2004 at Ken Jordan's home, 7:00 p.m.

ATTACHED DOCUMENTS: CHC – Concrete Pricing Overrun Detail
CHC – Concrete Bids Comparison
SFC – Contract for preparing Existing Conditions Plan
CHC – Brief Project Timeline