

CANTERBURY TOWN BUILDING NEEDS
COMMITTEE
Minutes of Meeting
March 17, 2004

TIME & PLACE:

Meeting Wednesday, March 17, 2004 at 7:00 p.m. at Town Hall.

ATTENDANCE:

Kent Ruesswick, Chairman

Mike Capone – Selectmen representative

Charlie Cook

Bob Fife

Gordon Jackson

Ken Jordan

Billie Richert

Jeremy Slayton

Gary Spaulding - Alternate

Ted West

Town Department Representative

Dale Caswell – Fire Chief

Gwen Deurell – Police Chief

Sheerr McCrystal Palson (SMP) Representative

Eric Palson - President

Kelly Gale – Designer

Cobb Hill Construction (CHC) Representative

Jerry Kingwell – Vice President of Operations

Claude Dupuis - Project Manager

MINUTES:

Kent called the meeting to order at 7:10 p.m. Claude has more numbers for us to look at. Claude then began by distributing the two documents he had emailed most people this past week. These documents are:

- 1) Budget based on ICF exterior walls for office area and steel for two garages
- 2) Budget based on ICF exterior walls for entire complex

Claude explained that he has plugged in all the deducts that were outlined last meeting. ICF for entire complex rather than steel results in a budget overrun of \$30,770 with a total project cost of \$1,873,883. This is before the soft cost budget numbers that had been originally prepared by SMP that Billie had used in the actual to budget worksheet distributed last week. With soft costs added in, you are over budget by \$100,532. Claude said as a result you may not be able to go ICF for garages.

Eric then said that his structural engineer had questions on an all ICF solution. Kent provided contacts from Canada and when our engineer applied codes for wind and earthquake; he didn't say it wasn't possible but very difficult to get done correctly; stiffening whole ceiling; reinforcing garage doors. Eric asked if we were going to upgrade steel panels and that he thought a low building would be better suited to an all ICF solution. We have a higher standard of safety; there is an increased factor of safety on it over a warehouse building; carefully placed concrete building – close attention to who puts it in; must be excellent execution.

Claude asked Kent do you have to vibrate the building. There was some technical discussion on this matter. Claude said he didn't want to run the risk of adding another \$100,000. He then reviewed the budget worksheet reflecting two steel buildings and ICF exterior walls for the office building less the deducts discussed last week. Standing seam roof and two foot overhangs are still included in this budget. IF we get approval we can pour concrete tomorrow. Soft costs stay the same. You are still over budget by \$45,103. He deleted the contingency to come up with this overage so there is no remaining contingency. He has not factor in increased steel prices; must rebid/reprice entire job.

Jeremy confirmed that Claude deleted everything. Claude said deducting overhangs, foam panels and roof design you can still deduct about 2/3 of the \$80,790 deducted last week.

Gordon suggested going out to bid today and then we can cut. Claude asked but what do we go out to bid; price on steel won't go up until Friday. Claude said he doesn't have ICF numbers yet and that he is using Kent's number. Billie commented that she believes this is circular; that the general contractor is obtaining cost estimates from the committee and then asking the committee to vote on the proposed budgeted solution based upon numbers provide to him by committee members.

Gwen then spoke of her concerns with the group. She asked is there a way to keep drains in police department; why are we the only ones not having one. I need to stick up for my department. Gwen continued by saying my priority is bullet proof glass. If area is left open, it's bad for security. I can't have computers and other files exposed. What about an acrylic solution; it's lighter. I have some examples I pulled off the web for you to look at. My major concern is safety. I will donate my own money to have something there for the employees' safety. She wants to fight this item to keep it. Claude commented that the public is not there without someone else there. Gwen said she can't leave her files there out in the open. Claude suggested putting something there; maybe plate glass. Gwen said she has an example of the acrylic here with me that's used in

banks. I want to keep my people safe. Kent then said he's open to suggestions for putting up something. Gordon seconded. There was then some discussion about glass we currently have that might be used. Kent asked committee if we objected to putting glass or something in and the committee members had no objection. Claude thought there might be a way to save about \$2,500 that would pay for the acrylic/glass solution Gwen was seeking. There was then a motion to put back in bulletproof glass to make area more secure. This motion was approved unanimously. Claude said he would review numbers again for this. Ted said let's revisit this later. Kelly said she would pursue redesign.

Claude then asked steel garages or not? I would still recommend steel. Ted said he wants to leave office building discussion for later. Gordon made a motion for metal building and ICF for office building. Jeremy said I seconded. Ted said he strongly objects. Claude said we can do stick/ICF later but numbers are close. I did square footage then supplier gave me a number. I didn't do just core; I did entire building in coming up with the cost estimates. Billie then recommended getting prices for stick office building. There was then a motion to go with two steel buildings and the office/core building will either be ICF or wood. All were in favor of this motion.

Claude then asked are we going to cut overhangs. This is the first question the supplier will ask. There was then discussion on the energy study findings presented earlier. Eric responded to conclusions drawn as not true. The comparative results must be proportional. If doors are open and shut all the time it reduces the overall factor of insulation greater/less.

Claude said there will be about a 6" overhang. Bob said he was concerned with snow and ice and Claude said we will have guards there. Jeremy asked why have overhangs and Kent said to reduce splash on building. Eric then said we can't pick at one thing at a time; you will never make a decision. It is easy to go to standing seam with the roof if you so choose. Dale said melting has been a problem. Claude replied you'll have gables but no eaves.

Kent commented we need to come up with some money. Claude suggested cutting roof and insulation. Will have wood trusses and overhangs in front on center building. Won't be an \$80,000 savings but more like \$50,000 to \$60,000. Ken suggested leaving them out. Claude said you don't have a choice; it makes the most sense. Kent asked if Gordon and Ted were all set with this choice and they said they were.

Claude then asked about standard sheathing on steel sides. It was decided to leave siding on building in front.

Jeremy then asked about soft costs. There was then some discussion on actual numbers and Claude repeatedly stated that the Town needed to come up with firm budget numbers for these soft costs. Claude didn't understand what was in these numbers. Billie commented that she did not have access to estimates or quotes for such things as a phone system in order to complete a revised budget. Kent said he didn't want committee

members obtaining cost estimates. Mike explained that the Town's budget reports can be run now and Billie can obtain from Jan an updated copy of the budget and project-to-date actual costs in preparation for next meeting. Claude also explained that the Town will need to stay within its budget for these soft costs and not look to the 'hard or construction' budget costs to cover any potential shortfalls.

Jerry commented that either the Town is responsible for obtaining and tracking these soft costs or we can ask them to do so. Claude said he is not pursuing phone system costs as these are part of the soft costs. Eric said these are owner provided items and Jerry said these are not our responsibility. Kent at this point suggested that we increase the phone budget from \$9,000 to \$11,000 and schedule a meeting to discuss needs. Eric said the \$5,000 in the budget was for miscellaneous equipment such as copiers, etc. Jerry asked where is police department's equipment and he was told the police department will do their own. Jerry said there may be other soft costs missing.

Ken said we need to meet with department heads to see if we need 1 or 3 antennas, etc. Need to get down to specifics. Dale said he would check on the antenna needs. Ken asked Claude if we are making progress and Claude said yes.

Jeremy then asked when can we start. Claude replied that we need to touch base with subcontractors and we will lock in with steel prices.

Kent said we will meet next week to go over soft costs budget and we will also look at stick versus ICF for the core. Eric commented that the budgeted numbers for the soft costs had come from other similar projects and were meant as place holders.

Ted asked if there were an update for visiting an ICF site and Kent said not now.

Meeting next week at town hall. Meeting adjourned at 8:20 p.m.

NEXT MEETING: Wednesday, March 24, 2004 at Town Hall, 7:00 p.m.

ATTACHED DOCUMENTS:

Budget based on ICF exterior walls for office area and steel for two garages – document prepared by CHC

Budget based on ICF exterior walls for entire complex – document prepared by CHC