

Cobb Hill Construction, Inc.

Meeting Notes

206 North State Street

Concord, NH 03301

The Canterbury Elkins Public Library

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

Item	Meeting Summary	Old Business
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- 8-25:1 Library meeting: All proposed cost saving options approved (see cost esti dated 2/20/04) with the exception of the following:
- 1 Wood infills in place of brick: Hold for now
 - 2 109 counter to stay
 - 3 Windows: All new
 - CLC concerned about deleting radiant heating in 108/109 areas. HVAC in currently being re-designed using gas fired air handling units. Same gas supply could be used for fireplace.
 - Delete recess floor at 109
 - TW suggested relocating door 102A to adjacent wall allowing for storage area at left.
 - Rear wall at covered porch between buildings to be deleted
 - Exterior slabs to be insulated in place of frost walls.
 - Price removing paint from exterior brick west elevation.
 - Possibly can reuse existing children's storage bins at 109 with more added.
 - CLC approved wall detail at west elevation per SK provided by Kelly. Cap at interior shelf to be wood.
 - Reception counter re-design approved per SK provided by KG.
 - 9-2 Re-design in progress 9-9 KG to check with WV re-draw progress. 9-9 Discussed SMP memo dated 9/1/2004 Scope of work clarifications - Fee Are there ways to keep this # down. CHC not expecting a Architectural re-draw. We will need an SK at the OD infill and another for minor wall changes. All can be accomplished with SKs. Food for thought. Will discuss in length next week. Library committee will also want to discuss the radiant heat next week.

Item			Old Business Cont.
-			9-23 Hawes dose not recommend using a water heater for radiant heat loop.
9-15:1			LBC change request at South elevation:
-			1) Delete box columns and replace with round tapered columns different spacing.
-			2) Delete railings and leave open
-			3) Enlarge gable over entry
-			CD to check cost implications prior to any decisions
-			Other requests:
-			1) Could sink at office 112 be kept in project
-			2) Could ceiling at Children's 109 be kept higher (12" max)
-			3) LBC working on donations for fireplace mantel and tile. Could CHC provide a cost ? No hearth.
9-15:2			Discussed revised re-draw cost memo from SMP and approve:
-			Mech engineering 5400 as previously approved
-			Structural engineering not to exceed 3000
-			Architectural re-draw 8000
9-15:4			Discussed deleting porch roof between Library and meeting rm.
9-15:5			GS to: 1)Complete septic requirements and have it changed on plans (not in budget)
-			2) Relocate existing septic tank to green area in front of meeting rm (not in budget)
-			3) Re-design drainage at east elevation to daylight at north end (May have budget implications)
9-15:11			Discussed job schedule: Library - Exterior concrete work will be done in phases starting mid Oct. to 1st of Nov. to avoid winter conditions. Department heads informed and will accommodate. Early start will also include the demolition of the grader bay. Arrangements will be made to relocate stuff to the Complex. An area will need to be provided for stock piling loam from complex.

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

Item	Assigned to	New Business
9-27:1		Discussed location for loam storage.
9-27:2		Discussed demo of grader bay. Relocating power and heater.
9-27:3		Ray ready to start sitework. Concrete contractor dropped out and CHC lining up someone else.
9-27:4		CHC to provide round column pricing for next week
9-27:5		CHC to provide pricing at fireplace. SM has a used fireplace he is willing to donate. SM to provide a photo for review consideration.
9-27:6		Children's section ceiling will have a slight slope (existing) New DW over existing.
9-27:7		EP to check on HVAC re-design progress