

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
10/28/04	8AM	10AM	11/03/04	7PM	Town Hall	Claude Dupuis

Purpose	Location	General Notes
Team meeting	Town Hall	
Attended By	Firm	Function
Kent Ruesswick	KR	Canterbury Building Committee
Ted West	TW	Canterbury Building Committee
Jim Sawicki	JS	Highway Department
Beth Blair	BB	Canterbury Building Committee
Eric Palson	EP	Sheerr McCrystal Palson
Geoff Magoon	GM	Cobb Hill Construction
Scott McFarland	SM	Cobb Hill Construction
Claude Dupuis	CD	Cobb Hill Construction

Item	Meeting Summary	Old Business
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- 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)
 - 10-6 GS presented plans with above items identified. Discussed deleting drainage pipe at rear of building and creating a swale instead. These changes need to be clarified on the plans so that it can be Bid correctly. CHC will require the plans stamped - GS said he would stamp.
 - plans. 10-14 Propane tanks should be located on plans. Plans need to re-issued with proposed changes and probably will need to be done through SFC. Septic pump and equipment will need to be specified. Plans also needs to be stamped by an Engineer.
 - 10-20 KR to check with Gary Spalding. MC provided a septic plan with the "D box" inverts needed to complete the new tank designs. CD to make copies and return org. to MC.
 - Plans need to be cleaned up will all changes and stamped. Changes to include: Forced main size, pump size, site contractor recommends a H-20 tank, will a state permit be required for installing new tank?. Site contractor warns that the vent pipe may stink-up the Town Center.
 - **10-28 Original septic plan given to GS who will get info to SFC for redraw/final drawing.**

Item	Old Business Cont.
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- 9-27:7 EP to check on HVAC re-design progress 10-6 Plans will be completed this week and sent to CHC
 - some time first of the week. Mech contractor to price. We will have pricing and scope of work for discussion at the meeting of Oct. 20th. Plans will show radiant heat.
 - 10-14 Mech plans are complete and were put in the mail yesterday. KG had a reduced drawing for review. 10-20 HVAC plans complete. Committee reviewed and approved. Would like the radiant heating to extend one additional bay. CD advised that it will depend on the budget.
 - Pricing in progress and anticipate something next week.
 - **10/28 Pricing should be complete for next week.**
- 10-6:1 KG working on carpet pad options that provide insulation and are HC compliant.
 - 10-14 KG has located carpet R7 and \$5/YD more that is ADA compliant. Budget needs to be reviewed prior to approval. 10-20 Still in play. Not sure of the extent - depends on radiant.
 - **10-28 Thermo pad may be used throughout and no radiant.**
- 10-6:2 KG to provide the CLC communication plans for to review and markup with phone and computer locations.
 - 10-14 KG and KJ to meet with Sue at the Library today after meeting.
 - **10-20 Still in play. KG provided full size plan for review, mark-up changes**
- 10-20:2 Reviewed meeting notes dated 10/14 between KG, SH and KJ . Items not mentioned above:
 - a Moved computers
 - b Changed the floor plan (minor)
 - c Talked about framing for future accordion door in kitchen. (budget driven)
 - d Sloped ceiling in children's OK
 - e Add in slab power of table lamps at fireplace lounge. Slab demo costly. Need to determine slab thickness. Hold on work / design.
 - f Confirmed no hot plate or range in kitchenette.
 - g Noted that HVAC - Lighting plans do not reflect architectural changes and will require SK's
 - h Delete two cans at porch ceiling reflecting deleted roof section.
 - I Pump house should be deleted from plans.
- 10-20:3 KR not having luck with finding someone to relocate fuel cell. CD to check for possible names.
 - **10-28 Paving date changed at Complex therefore the cell scheduled for Tuesday will be re-scheduled for wed. the 3rd.**

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

Item	Assigned to	New Business
10-28:1		Added cost for proposed septic tank assuming a H2O tank and 1/2 hp pump including lines and controls is \$3,500.
10-28:2		Schedule. Highway dept. to start moveing tools and equipment to the complex starting 11/3/04
10-28:3		JS wanted to know whether or not Highwat dept would get the existing air compressor. KR says that the HD will get the existing compressor and that the Fire Dept. would need to buy one. CHC will provide power at HD for existing compressor.