

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
11/03/04	7PM	8:30	11/11/04	8AM	Town Hall	Claude Dupuis

Purpose	Location	General Notes
Team meeting	Town Hall	
Attended By	Firm	Function
Kent Ruesswick	KR	Canterbury Building Committee Chairman CBC
Ted West	TW	Canterbury Building Committee
Beth Blair	BB	Canterbury Building Committee CBC
Charlie Cook	CC	Canterbury Building Committee CBC
Gordan Jackson	GJ	Canterbury Building Committee CBC
Ken Jordan	KJ	Canterbury Building Committee CBC
Bob Fife	BF	Canterbury Building Committee CBC
Cathy Menard	CM	Canterbury Building Committee CBC
Claudia Leidenger	CL	Canterbury Library Committee Canterbury Library Committee
Sue LaClair	SL	Canterbury Library Committee CLC
Ann Nute	AN	Canterbury Library Committee CLC
John Bouton	JB	Canterbury Library Committee CLC
Nancy Roy	NR	Canterbury Library Committee CLC
Kelly Gale	KG	Sheerr McCrystal Palson Project Designer 526-9309
Claude Dupuis	CD	Cobb Hill Construction Project manager

Meeting Summary

Old Business

- 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 need 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 with 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

Item		Old Business Cont.
-		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.
-		11-3 No change.
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. 11-3 Hawes pricing submitted. Original quote
-		was \$188,553 with a goal number of \$168,553. Hawes quote for revised plan is \$118,275 that is
-		a reduction of \$50,278 Wow that's great! This includes radiant as per pans.
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. 11-3 Confirmed that thermo pad will be
-		used throughout and no radiant heating will be used. Mech engineer should be notified and
-		confirmation made that HVAC will be adequate in that area.
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
-		11-3 Sue has provided KG with marked-up plans. Some areas will be wireless and not
-		require hard wiring.
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. 11-3 Fuel cell scheduled for re-location on Monday the 8th.
-		Electrician to check operation/alarm to be operational.
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. 11-3 No Change still waiting for re-draw by SFC.

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

Item	Assigned to	New Business
11-3:1		Distribute and discussed existing budget were the goal is to make up \$151,907 to be even. Thus the
-		reason for re-design and scope of work changes.
11-3:2		The schedule is to demo grader bay starting 11/15/04, excavate for footings/frost walls 11/29 and start
-		concrete work 12/1/04. Buy 12/1 the complex garages would be completed where the Fire and Highway
-		departments can move into there respective garages.
11-3:3		Discussed splitting off meeting rm cost from Library cost. Agreed this would not be necessary. The
		CLC concern was furnishings. The Town would be responsible for furnishings in this building.
11-3:4		CLC asked about interest earned and MC stated that it will require a warrant article at Town Meeting.