

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 # 40-02A-03

Site phone: 783-0324 Fax:783-8967

Project Meeting

Date	Start	Finish	Meet Next	Time next	Location next	Prepared by
03/30/05	7PM	8:30	04/06/05	8AM	Complex Meeting Room	Claude Dupuis
Purpose		Location		General Notes		
Team meeting		Complex meeting room				
Attended By		Firm		Function		
Mike Capone	MC	Canterbury Building Committee	Town Selectman			
Kent Ruesswick	KR	Canterbury Building Committee	Chairman CBC			
Ken Jordan	KJ	Canterbury Building Committee	CBC			
Ted West	TW	Canterbury Building Committee	Canterbury Building Committee			
Beth Blair	BB	Canterbury Building Committee	CBC			
Charlie Cook	CC	Canterbury Building Committee	CBC			
Bob Fife	BF	Canterbury Building Committee	CBC			
Claudia Leidenger	CL	Canterbury Library Committee	Canterbury Library Committee			
Sue LaClair	SL	Canterbury Library Committee	CLC			
Nancy Roy	NR	Canterbury Library Committee	CLC			
Ginger Laplant	GL	Historical Society				
Kelly Gale	KG	Sheerr McCrystal Palson	Project Designer			
Claude Dupuis	CD	Cobb Hill Construction	Project manager			

Meeting Summary

Item	Old Business
3-3:2	SFC contracted to modify and complete site plans. 3-9 Site plans should be complete by next week. Lynn will be leaving SFC and David R. Jordan will complete plans. 3-17 Plans not 100% complete and CD will call SFC to see if they can re-issue with changes. Revised plans have re-grading of gravel area to the north of the leach field. This is NIC and CD will price this additional work. 3-24 SFC has completed plans revised date 3/21/05
	3-30 CD still getting pricing for grading at gravel area (NIC) at this time. CD will update soft cost by 2,200 for SFC completion of plans. Reviewed grading changes and how this has added 1500 to the cost of the work (included in GMP)
3-3:4	Occupancy permits for complex and town hall addition revised. MC to check accuracy and that Dale has also signed off then forward copy to CHC and SMP. 3-9 NC 3-17 Completed not yet rec.
3-17:3	SL asked about folding partition. On hold pending financing. 3-24 NC 3-30 folding partition discussed Library Committee plans to finance. No directive yet.
3-17:4	Discussed and reviewed ext. color schemes. Samples given to CLC. Meeting room ext. color? 3-24 Colors to be confirmed at next wed. night meeting 3-30 Colors confirmed via email 3-31 by SMP. Colonial Revival Green Stone SW2826 - walls of Library
	Extra White SW7006 - trim and walls of meeting room
	Rockwood Dark Green SW2816 - doors both buildings

Item		Old Business Cont.
3-24:3		West exterior elevation fix to be determined. SK by EP to follow and priced by CD.
-		3-30 Review options SK-SMP8A, B, C and D. Option 8D approved cost increase 1,934

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

Item	Assigned to	New Business
3-30:1		Job schedule still looks like a completion on 6/2/05
3-30:2		GMP submitted, reviewed and approved for 708,367. CD to revise GMP to include approval of SK-SMP8D and revise Library soft cost to include 2200 for SFC final site plan
-		Revised GMP is 710,300.91 and revised Library soft cost is 102,556
3-30:3		Discussed brick pavers at walkways or maybe at garden/landscape areas. Undecided at this time.
-		and too late for porches as they are complete (concrete)
3-30:4		Discussed refurbishing the existing siren tower atop meeting rm - looking for volunteers - in place vs. removed, refurbished and reinstalled?
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3-30:5		Discussed naming the meeting rm. Beth to place add in news letter for suggestions
3-30:6		MC suggested that the building committee remain intact for at least another year - all agreed. Kent R. elected to remain chair and Ken J. as alternate chair
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3-30:7		Stone wall at complex discussed. Work to start when it dries up a little. Still need more \$\$
3-30:8		TW suggested that we seek avenues for awards for the Complex - to let the Town know they that the Town has done a good thing here. KG will submit to AIA and CHC to ABC.
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3-30:9		Discussed not paving the parking area and leaving it gravel until the church addition is completed.
-		KG suggested that we at least base pave and hold on the top coat until the church project is complete
-		All agreed installing a base coat now was a good idea.
3-30:10		MC looking for volunteers to paint the interior of the town hall - match color scheme of the addition.
-		KG to provide paint spec.
3-30:11		Discussed the septic tank. Possibility of ledge - won't know until we excavate. May need to change to a ledge tank that is wider and shallower (cost more)
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3-30:12		Ray Emerson Site contractor recommended that the septic tank be under coated to prevent water infiltration. Estimated cost \$150. No directive given.
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3-30:13		Possible conflict with the location of septic tank and existing water line. Code requires the two be separated by a minimum of ten feet. Water line may need to be relocated (NIC)
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3-30:14		Discussed UG electric for the church. Site work at Library to commence in two weeks and we would need to know by then. CC meeting with the committee tonight and will let us know.
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