

Cobb Hill Construction, Inc.

Meeting Notes

206 North State Street

Concord, NH 03301

The Canterbury Municipal Complex

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
08/12/04	8:00	10:30	08/19/04	8:00	Complex site job trailer	Claude Dupuis

Purpose	Location	General Notes
Team meeting	Complex site job trailer	
Attended By	Firm	Function
Kent Ruesswick	KR	Canterbury Building Committee Chairman CBC 375-6474
Dale Caswell	DC	Canterbury Fire Dept Fire Chief
Ted West	TW	Canterbury Building Committee CBC
Eric Palson	EP	Sheerr McCrystal Palson Principal 526-9309
Jerry Kingwill	JK	Cobb Hill Construction Operations VP
Scott McFarland	SM	Cobb Hill Construction Project superindendent
Claude Dupuis	CD	Cobb Hill Construction Project manager

Item	Meeting Summary	Old Business
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- 6-23:4 Team to meet on Library budget in two weeks, July 7th at 7PM 7-1 Still planning to meet. Goal will be to pickup where we left off with budget and value engineering.
 - 7-7 Budget savings discussed. CD to make copies of estimate for the committee to pickup at the job trailer for review prior to next weeks meeting. MC mentioned that there was \$145K set aside for the Library and no one knew whether or not if is included in the budget we are working from. MC to check. Also see additional notes by KG dated 7/8 (email) 7-14 No action taken.
 - KR to arrange CD to meet with the Library committee to review proposed cuts prior to next Wednesdays meeting. 7-21 Library committee members was a NO SHOW. No action taken.
 - EP informs that mech re-engineering cost would be approx. \$5400 7-29 Meeting scheduled for 7-28 canceled. No action a taken. Rescheduled date is Aug 11th. **8-12 meeting last night with the Library Committee and CBC went better then expected. Final details are still to be worked out. Two items voted on and approved was deleting the fire sprinkler and switching from oil to gas heating units. The HVAC will be design build by Hawes in conjunction with WV Engineering. Air handling units preferred inside vs. outside.**
- 8-5:3 Discussed and approved relocating fire garage heater from column line X to W. Also reviewed and approved relocating 4" intake wall caps from over lights to center line of columns or in line with heater where appropriate. **8-12 Factory rep recommended that heater shields be installed level with the exception of the highway garage mezzanine heater. No one objected.**
- 8-5:4 DC asked that CHC price installing concrete sono tube and light for flag pole. Concrete would be slightly below grade so that it could be covered with loam. **8-12 Price for concrete installed is \$445 and still waiting on electrical pricing.**
- 8-5:5 DC asked that CHC price supplying and installing (4) "Star" windows in fire garage west wall. **8-12 Construx provided a quote for "star" windows installed @ 485 each.**

Item		Old Business Cont.
8-5:6		CHC asked to provide pricing for evidence and gun lockers. Gun locker would be surface mounted. 8-12 quote from Systematics, Inc. Option A: EDLC pass-thru evidence locker \$4129.92 Option B: EDLF Non pass-Thru evidence lockers \$4129.92. Gun Storage Locker Model type - Surface HGS 02V Handgun lockers - 2 compartments \$258.12 Color options: Nevada Beige, Gray or black. Not mentioned at meeting: Systematics, Inc. offers lease with options to buy.
8-5:8		KG asked for a copy of gable truss re-submittal as SMP will be providing the Town with record copies. 8:12 CD provided copies via fax.
8-5:9		Hawes indicated that in the budget value engineering the air and water drops in the FG were down to two. DC said no way and that the trucks need to remain plugged in at all the times. CD to check with - Hawes. DC requested adding two drops in FG and temper water spigot at exterior of door 139A. - 8-12 CD spoke with Steve Hawes and he agreed to install drops per plans. Locations for cord - reels reviewed. Gary of Celtic recommended that drops not be too close to heaters. In order - to avoid heater, drops will need to be installed behind doors when open, approx. 13-14 feet. - DC asked that air drops be in the same locations cord reels. DC to provide air fitting type. - Tempered water spigot to be installed at the interior of wet room to left of exterior door. DC - asked that water spigots at the center of garages be tempered. Hawes to check plans and - scope.
8-5:12		KR asked when we might start construction at the town hall addition. KR also mentioned that the town - may require abatement and to check GZA report. Jim would like to be kept informed. - 8-12 Jim Weeks with GZA is the one to be kept informed. KR says that Lead coated materials - may be hauled to and placed into the town construction dumpster.
8-5:13		CD asked whether or not a concrete pad is needed for the fuel cell that is to be relocated. No one is - sure and that we need to check existing location to see what is there. 8-12 CBC agreed that the - fuel cell can rest on a bed of crush stone. (No concrete)
8-5:14		Sign allowance is \$500 and probably will not be enough for the exterior building "Canterbury" sign. - CHC to provide backer board per plans using MDO plywood. Letters by others. - CD and KR have volunteered to provide the "Canterbury" sign. CD presented a sign layout by - Sign-A-Rama for review / approval. KR suggested that "NH" be added. CD will have Dave at - Sign-A-Rama provide a picture with the "NH" added for final approval.
8-5:17		DC requested that an additional light switch be added in the meeting room at door 103B. 8-12 Many rooms call for AB lighting. The approved lighting alternate are single ballast not capable of AB lighting. Option is to light half on one switch and half on a second switch. EP marked desired switching on E6.
8-5:18		JK suggested that the wall panels at bunk room north wall step down at door 124A. CBC agreed. (Later - found out that wall panels are not long enough and that a trim block will have to be added at either - side of door frame.) 8-12 Reviewed and approved.

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

Item	Assigned to	New Business
8-12:1		CD presented Complex GMP documents for review / approval. KR will hand documents to Selectmen - at next week's meeting.
8-12:2		Discussed job schedule dated 8/2/04 with a completion date of 12/16/04.
8-12:3		JK suggested that house wrap be installed at gables. Plans do not call for house wrap and EP said that if it was to be an extra to not install any. None will be installed.
8-12:4		Molding at soffit to siding to be added using 3/4" quarter round.
8-12:5		EP suggested that MR board be used at wet room. Discussed and approved wall line and height.
8-12:6		EP suggested that switches and receptacles at wet room be installed using weather proof boxes.