

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
09/09/04	8:AM	9:00	09/15/04	7PM	Town Hall	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
Ted West	TW	Canterbury Building Committee CBC
Peter Angwin	PA	Fire Department
Kelly Gale	KG	Sheerr McCrystal Palson Project Designer 526-9309
Scott McFarland	SM	Cobb Hill Construction Project superintendent
Claude Dupuis	CD	Cobb Hill Construction Project manager

Meeting Summary

Item Old Business

- 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. 8-18 Cost for electrical including the specified ground light at 700 is \$1200. Flood lights could be used for a lot less money. 8-25 CHC instructed to not make changes unless directed by selectman or committee chairman. 9-2 If Dale is to have us install sono tube he must provide sleeve that is cast in concrete within two weeks. **9-9 Sleeve will be needed in one week. PA to check with Dale about sleeve and finical arrangements.**
- 8-12:1 CD presented Complex GMP documents for review / approval. KR will hand documents to Selectmen at next week's meeting. 8-18 Briefly discuss GMP documents. MC will take with him for review and will call with comments / questions. 8-25 briefly reviewed documents with MC & KR. MC will review with selectman. 9-2 KR meeting with selectman next week to answer any questions. **9-9 No questions at this time.**
- 8-18:2 Discussed additional engineering cost due to Star loads and wrong bolt size and location. One invoice by Steffensen may already be paid and a second (final) invoice dated 8/13 sent. Discussed back charge to Construx through CHC contract. Not discussed at meeting - It would be better if the Town were to bill Construx directly. Inv. #40160 dated 15/04 \$2876.20 and Inv. #40170 dated 8/13 \$2234 for a total of \$5110.20. 8-25 It appears that the only way to recoupe these charges is to back charge Construx and Andrews Construction. 9-2 No change. Waiting on info from Construx. **9-9 Still no change.**

Item Old Business Cont.

- 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.**
- 9-2:1 9-2 The air drops at FG & HG are being installed plan as two separate systems. The problem is that the Town only has one compressor. Jim asked that CHC price connecting the two systems until a second compressor can be purchased. Systems are not engineered to be connected but may work on a temporary basis. **9-9 Hawes provided a quote: \$575 CBC will opt to buy a compressor for the FD (PA may have a line one) while the HG could use the existing one.**
- 9-2:5 Review and approve change order by CRP Contract Flooring, Inc. Change order is in the amount of \$378 for the changes in non slip VCT per A5.3B provided by SMP. Official Change Order will be submitted at next week's meeting. **9-9 Paper work next week**
- 9-2:6 CHC advised that the Town contract Verizon ASAP as it sometimes takes a while to complete service hook-up. Main line needs to be feed into building and Verizon will need Town info/requirements. **9-9 KR working on it.**
- 9-2:7 CHC also advised that the Town contract cable service ASAP for same reason as phone. **9-9 KR working on it.**
- 9-2:10 Reviewed SK provided by SMP for relocating ceiling mounted lights in sally port should there not be enough clearance for overhead doors. Door installation scheduled for completion next week and final light location will be determined at that time. **9-9 No change**

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

Item	Assigned to	New Business
9-9:1		Discussed job schedule. Complex on schedule with site work resuming next week. Town Hall Addition foundation backfilled yesterday with the slab scheduled for next week. Framing on the 20th
9-9:2		Review requested proposal from Hawes to install additional hot water line to center doors. Cost \$550 Hold for now.
9-9:3		Discussed ramp at THA. Drawings call for wood and it appears that concrete would be better. CD to provide cost difference to go from wood to concrete prior to any design change.
9-9:4		Review window submittal by Millwork Masters Ltd. and approve. Suggested deleting tempered window as a cost savings but Jim Snyder asked that it stay.
9-9:5		Complex job site walkthrough.
9-9:6		Confirmed that at the THA there would not be soils or concrete testing and submittals.
9-9:7		KG to check exterior window trim detail. Should match existing ?
9-9:8		Not discussed at meeting. Need siding detail over concrete at end/rear walls.
9-9:9		Discussed stick framing roof. SK sent to SE for review comment.

THA = Town Hall Addition