

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
09/27/04	8:00	9:00	10/06/04	7PM	Town Hall	Claude Dupuis

Purpose	Location	General Notes
Team meeting	Complex job trailer	
Attended By	Firm	Function
Kent Ruesswick	KR	Canterbury Building Committee Chairman CBC 375-6474
Ted West	TW	Canterbury Building Committee CBC
Jim		Highway Department
Eric Palson	EP	Sheerr McCrystal Palson Principal 526-9309
Geoff Magoon	GM	Cobb Hill Construction Project superintendent for Town Hall Addition
Scott McFarland	SM	Cobb Hill Construction Project superintendent for Complex
Claude Dupuis	CD	Cobb Hill Construction Project manager

Meeting Summary

Item	Old Business
------	--------------

- 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 recoup these charges is to back charge Construx and Andrews Construction. 9-2 No change. Waiting on info from Construx. 9-9 Still no change. 9-15 Still no change **9/23 No change**
- 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 9-15 Door installation complete and lights will need to be relocated. 9-23 Celtic to provide C/O quote. **9-27 Wire relocated and no mention of a change order from Celtic.**
- 9-23:2 Ceiling finishes at evidence, storage and phone data rm. Install one layer of 3/4" CDX plywood to ceiling and plywood blocking above 8' adjacent ceiling line. Provide new ACT at 8' OFF **9-27 CHC pricing ACT and alternate light change to surface mount.**

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

Item	Assigned to	New Business
------	-------------	--------------

- 9-27:1 Discussed moving the fuel cell from below to complex. Jim provided Kent with the Company name that setup the tank in it's currant location. Cell holds one diesel tank and one gas tank and both would need to be pumped dry prior to moving. Target date for relocating cell is Nov. 15th. Kent to make arrangements. Kent also to check to make sure that a slab will not be required as we plan on setting cell on a gravel base. Discussed control locations. On the exterior preferred. Will need some sort of lock box.

Item	Assigned to	New Business Cont.
9-27:2		CHC to provide one bay at HG for Jim to start moving stuff in two weeks.
9-27:3		CHC to provide a gravel area for Jim to set plows, sanders and equipment week of Oct 18.
9-27:4		Revised job schedule for site work. Paving is now scheduled for Oct. 18th. Gravel grading and compaction will be completed prior to paving. Loam screening and placement will follow paving
9-27:5		CD called Verizon to inquired what the \$390 charge was for. The \$390 is a one time charge for pole space rental.