

CANTERBURY TOWN BUILDING NEEDS
COMMITTEE
Minutes of Meeting
June 11, 2003

TIME & PLACE:

Meeting June 11, 2003 at 7:00 p.m. at Town Hall.

ATTENDANCE:

Kent Ruesswick, Chairman

Mike Capone – Selectmen representative

Charlie Cook

Bob Fife

Gordon Jackson

Ken Jordan

Cathy Menard - Alternate

Jeremy Slayton

Gary Spaulding - Alternate

Ted West

Historical District Commission Representatives

Kevin Bragg

Ginger LaPlante

Steve Booth, Chairman

Town Department Representatives

Gwen Deurell – Police Chief

Phil Stone – Highway Department Director

Jim Silwecki – Highway Department Deputy Director

Sheerr McCrystal Palson (SMP) Representatives

Eric Palson - President

Kelly Gale – Designer

Cobb Hill Construction (CHC) Representative

Steve Atherton

MINUTES:

Kent opened the meeting by asking Eric to give the committee an update on the plans as revised from last week's discussion.

Eric started by stating that the library wants a central vacuum system; also there is a dedicated wash bay, approximately another 1000 square feet in the garage more than a week ago. Committee needs to decide – not for us.

Bob – extra drain in concrete needs to be decided.

Eric – need to plan ahead enough

Jeremy – as we are developing budget is it possible to add specifications for a vacuum system and put in budget and then we can strike, if necessary?

Steve A – that's easy to do – can look at anything and everything in plans; this is for you to decide. You can pull or add anything you want.

Eric – we don't want to design a building you can't afford, however, so we need to have these discussions.

Kent – Are we at this point yet?

Eric – No not yet. We had very good meetings with everyone. People had some good ideas. Everything got a little bit better. We got comments on the plans from last week. I'll walk us through these plans starting with the Library. We met with the mechanical and electrical engineers and talked through functions – most economical to provide heating and air conditioning is to provide roof top units in the back here – size of freezer units sitting on top of roof. Not beautiful view now but translates into thousands of dollars of savings. Can put fence around them or they could honestly be what they are. Another suggestion from mechanical engineer is to have the sprinkler system draw from fire pond and save 20-30 thousand dollars. It's already there. Pond was design for this even when you take out ice layer in winter. You've paid for it once – already has pipe. Since the pond is situated higher than building, there is no problem drawing water **down** hill.

We did talk more advantageous to put mechanical room here and storage room down at the end. Room is 17 X 22 feet – about quarter of this room. We did talk about idea making an addition back here, but not in foreseeable future. We introduced a little closet to allow server or tower with cds and encyclopedias here that is accessible by all computer stations (6). We also talked about flipping media and reference areas away from children's area. We have elevations for you to look at as well for these areas.

They still like the curvy thing with picture books. This is one door to grader bay and another door there. This area is now more residential like and has gable end to building. People walk under roof from parking on side and the desk faces out to this window. Where story element is they can view trees. Library wanted trees. We moved window in relationship to desk so sun doesn't come in and block person reading during story hour.

Kent – so you are just going to add surface treatment to existing roof.

Eric – Yes. Library felt this was not a basket they wanted to put their eggs in to beautify area out back but to spend their funds up front. We are showing simple double hung windows. Basically what you see in buildings down here in Town Center now. You can come in either way – through both entrances. You can see both doors from desk. We have to have a conversation with Library whether you want after hours access to this area. Ready to get serious on this set of plans. I can get a picture of units for you.

Kent – I'd like to know the difference in cost.

Steve A – we used them in Boscawen in police station

Eric – you can see them from parish house but not from other areas. Also, do you want separate meters? May or may not be able to have on one meter. You may wish to have on separate meters for these two areas.

Mike – buildings are all separate – don't worry about – that's easy.

Jeremy – Can people plug in a laptop other than at the 6 workstations?

Eric – We can derive number of drops – one at each point where there is a table. Not a big item.

Kent - Is it possible to break out cost of cooling?

Eric – yes – whether they put coil in or not. You can get unit without coil and add later.

Kent – need to bring library folks back in to see where they want to spend money

Eric – All furniture – everything is built in over at old library and can't be used in new facility. Pricey things – strategy about how much you are going to use (of space) then only buy now so much furniture.

Kent – Are there any roadblocks here with engineers?

Eric – The roof is an unknown structure – trusses don't sit on structure below – don't think it's major; building is superb – much better than what you would build for a library. Some people like different ceiling heights – lower ceilings in some places, higher where stacks are – currently 11' and bring down to 8'6 or 9' in other areas.

We also talked about water treatment.

Ken – We will be taking care of that up at Sam Lake House

Eric – That’s good to know. Refresh our memory: pump for sewage – just police right now. We need to determine – one fixture – load is pretty low – we are adding only one more fixture. The way it’s configured we want occupancy limited to 48.

Discussion of capacity for sewage system was then reviewed with Gary.

Eric - Library people want radiant heat in kid’s area? Because we are raising floor here it would be easy to do. Similarly you still need air system to get temperature up – more residential scale for this area.

Kent – do we move this tank to service both areas?

Eric – tank can stay.

Kevin – any reason not to have radiant heat in entire building. What is savings?

Charlie – some folks have it and they’ve shut it off they can’t control heat.

Eric – not a savings to have it.

Mike – water system – did engineer say anything.

Eric – no we brought it to his attention about not having some minerals and may need to be treated. He would be happy to discuss with you.

Mike – if it’s (discussion) free.

Eric – we will have him give you a call.

Eric – we talked about decking out in front – they were fine with that – rather than concrete or flagstone. We can address later whether it’s wood or composite or whatever.

Kent – Isn’t concrete superior for maintenance?

Steve A – you can control cracking by rebar, meshing, if it does crack it will stay at same elevation. Concrete would be cheaper, easier to maintain. We can do alternates on that.

Jeremy – concrete would be raised?

Steve A – Yes, there would be steps.

Eric – Not height enough that you need railing

Kelly – but you need for access

Eric – no – unless we need to make this entrance accessible with a ramp

Bob – What is square footage on concrete walkway?

Eric – 850 square feet

Steve B – Brick would be appealing from Historical District Commission. I don't have an opinion about the concrete.

Eric – Someone needs to be on this now if you want engravings (memorials, etc) in bricks. Everyone in town could have a brick in this porch

You use oil presently – engineer will do what Town wants – but he considers using gas – type of systems in place are cheaper; gas itself, however, is not cheaper. May be difficult to compare – so it will be a rough order of magnitude for comparison purposes on what we give you.

Kent – again, break numbers down for us

Kelly – I did send letters to testing companies for borings.

Eric – Let's review site plans for the municipal complex. Chief difference from last time, we made a trip to dump for scale of salt shed – makes sense to move it away from building; fueling will take place here.

Gary – Here are the plans that show wetlands and our survey to help you know where everything is.

Eric – This is the actual wetlands, so our road is within the setback.

Gary – Do you want a wooded buffer or this pavement closer to this property line. Cornfield very wet, can bring site out, drain cornfield, not a lot of relief out there. I would bring it up depending on cost. Put in a good sub base else frost will tear up after a few years.

Steve A – how much are you talking about

Gary – come up a couple of feet. It just impacts how much room we have out there for salt storage and what is acceptable pitch to pull away from building. This is something for you to think about.

Eric – As far as we are concerned does not matter. You are going to need a concrete foundation about 6 to 8 feet for the shed and we will need to add to our plans. Is there a concern – we can spend time and money to beautify up front but do you want a metal building back here or do you want us to shingle it.

Steve B – You aren't going to have this at the transfer station?

Kent – No

Eric – we need guidance here

Mike – we need numbers – We need to weigh very carefully the entire cost and see how it balances out; everyone needs to take a deep breath, see what it looks like, and then we will need to work out some type of compromise; what is best for the Town. Need to ignore turf wars; need to make project work.

Steve B – It doesn't sound very appealing a metal building.

Kevin – Can't it be something other than metal.

Mike – you need to look at entire project not just this small piece.

Jeremy – the school is in historical district – doesn't match historical district requirements.

Mike – I'd like to remind you that we are exempt from zoning and regulations. We will accommodate as many needs as we can.

Eric – I need a little guidance so I can get numbers from Steve.

Kevin – metal shed \$30,000 and rustic is \$60,000 then we can decide – until you get those figures

Steve B – can I get a recap – what functions are going on in this building – odd to combine that with offices – seems odd to me

Eric – Basic premise of building there are overlapping uses of building so all departments can use same facilities – that's why they are glued in one place. Everything is pretty much the same as last time – there is room to have bathroom on public side and one for reception; evidence area got bigger; men and women's showers and bunker rooms switched. There's not reason for public to go beyond this area (and see what's in the back). This shows 8 bays (was 6); we added a dedicated wash bay that is for all three departments. It will have it's own drainage system. Roof will be bigger to keep warm; this will be a long gable end building. Wash bay will be large enough for grader bay.

Mike – you have 8 bays for highway department?

Eric – we had 6 – now you have 7 with 1 wash bay for all departments

Mike – I know we talked about two more. I'm concerned about taking up one to use as a wash bay? Why doesn't fire department have it?

Kelly – Each one thought the other dept had one but neither did

Mike – If everyone is happy, fine, but if Fire Department has the greater amount of contaminants they should have the wash bay.

Eric – the real question is there are 8 bays here there are not 8 pieces of apparatus.

Jeremy – what is number of apparatus to bays –

Bob – Why does this have to be inside?

Phil – Need to capture contaminants

Eric – Fire department has 6 – cost of two bays cost \$50,000.

Mike – I understand there needs to be an even number of bays – I'd rather add bays on front end then the back end. Give both sides an option – maybe pull back structure to give more room

Steve A – Cost for these bays is about \$50 a square foot.

Eric – We can go to press with this, but we don't want someone designing trusses and then changing.

Kevin – why not just have a pole barn structure – open on four sides

Steve – Would not save you that much money – need special drains

Mike – Set them up so both have a wash bay

Steve – Would cost a couple of grand

Mike – Then lets do that

Eric – we had a very interesting conversation with the mechanical engineer about radiant heat – big-ticket number to have in these two garages; heat is gone when opening doors if heated otherwise. Radiant slab to maintain you can get cooked if you are under a vehicle working on it; and if oil is on it, it's a problem. He talked about radiant panels overhead; no issue of spilled oil, etc. Comes down onto space and will heat up slab but not to same extent.

Bob – Can you control it better?

Eric – Yes, cost to do radiant heat would be a budget buster.

Jeremy – Can we still see number for that; I'm concerned about constant heat (from above) on fire hoses, etc.

Eric – Chief did end up with a door in his office; Let's talk about security. Issue is fire department is thinking about quick access and you are thinking about card access (key pad).

Jeremy – Not a simple keypad but more similar to sending out a frequency so you can cancel just that key from computer.

Eric – We need to know which doors to install these types of locks. I don't think it's necessary to secure every door along the corridor if you can control who is in corridor.

Phil – What are we securing in this area? How many times do I need to use a keypad, etc? I'm afraid we may lose these keys out on site somewhere.

Eric – Shared facilities gets access, such as kitchen and to room out front when needed; Every door will have a key and a lock, anyway.

Discussion regarding EMS control room ensued – whether leaving space as one large room as currently exists rather than breaking into two rooms as suggested by Police Chief. She feels it will get more use if separated.

Eric – I think we need to keep public contained to as small an area as possible. There's a lot of file space in Chief's office.

Jeremy – I don't think it was to isolate departments from this area.

Eric – Then let's take these desks out of here. There's nothing sensitive on these desks?

Jeremy – I don't know how they will be used.

Eric – I do remember Chief when there are outside groups that want to use your facilities. We can't put off the schedule so we need to determine how you will use these facilities.

Kent – Give us some ideas about this Eric.

Steve B – Can you provide a list of materials you are going to use (generically), windows, roof, exterior materials? This is what kind of materials we (Historical District Commission) will look at. If you just give me a list I can look at it.

Eric – I think the list will come to you.

Steve A – This is all price driven.

Steve B – I'm not asking a complex question.

Eric – No, the question is simple but the committee is not at the point to decide on materials.

Steve A – We have a list we used initially for budgeting.

Kevin – Do you have the list that shows three different types of roofs, for example.

Steve A – I can give you this.

Steve B – We want to see plans and materials proposed for the Historical District Commission.

Eric – I don't want to show you something they can't afford.

Ted – And that's cost driven

Kelly – And maintenance driven

Eric – I do want to show you a range of materials.

Steve B – I wouldn't mind you giving me a list of materials you are considering. I'm not sure how much of a role we are going to have but it seems worthwhile for us to review in advance (so we can) work efficiently.

Eric – Sure, outline we can give you.

Steve B – do you have some criteria about how long these (facilities) will address Town's needs; how many years; future growth?

Eric – I can give you a report across the board – space in library exceeds the program that was requested by 10-20% - another 20 years; but you had 50 years growth without change; In this case we based upon what departments saw in the foreseeable future;

Steve B - I don't think of Canterbury as a municipality but as a town; I don't think we should build it in; it's a double edge sword

Eric – Exactly

Steve B – But you could plan for it but not build it. They are improving 93 and route 3 and as a direct result, Canterbury is a very appealing place, we've had a growth cap over the last 15-20 years, but how can you maintain (justify) growth cap with these new facilities.

Mike – But you have fire and police bursting at the seams.

Steve B – But it sounds you are building for the future; it's also dollars; is this going to fit within plans; maybe simplify plans, cut back.

Mike – Logic was ask what departments need for growth and expansion; we can cut back; didn't make sense to fight battles if we don't know what numbers are.

At this point, the Chairman adjourned the meeting at 8:40 p.m.

NEXT MEETING: 7:00 p.m., Wednesday, June 18, 2003 at Town Hall. **This meeting was later cancelled and the next scheduled meeting is same time and place on June 25.**

ATTACHED DOCUMENTS: None