

CANTERBURY TOWN BUILDING NEEDS
COMMITTEE
Minutes of Meeting
July 9, 2003

TIME & PLACE:

Meeting Wednesday, July 9, 2003 at 7:00 p.m. at Town Hall.

ATTENDANCE:

Kent Ruesswick, Chairman

Mike Capone – Selectmen representative

Charlie Cook

Bob Fife

Gordon Jackson

Cathy Menard – Alternate

Billie Richert

Jeremy Slayton

Ted West

Historical District Commission Representative

Ginger LaPlante

Town Department Representatives

Dale Caswell – Fire Chief

Sheerr McCrystal Palson (SMP) Representatives

Eric Palson - President

GZA Environmental

Jim Weeks

Elkins Library Representatives

Jim Bouton

Claudia Leidinger

MINUTES:

Kent called the meeting to order at 7:05 p.m. by announcing that he had received Kevin Bragg's resignation due to time commitments. Kent announced that the set of plans for Robinson's subdivision had been approved without conditions last night by the Planning Board and gave the copy to the secretary for filing. Ken is currently working on the property title. A letter has been received from Mr. Robinson asking that he be placed on

the bidder's list for electrical work. Eric will review with the committee the findings from the visits to the Webster and Loudon fire stations and Jim Weeks from GZA will report his environmental findings to date. At 8:00 p.m. the library people will be here to discuss budget interaction.

Eric then reviewed visits to Webster and Loudon. Loudon was built in 1992. Currently its roof leaks. Loudon built a new second three-bay station for about \$200,000. Loudon doesn't pump diesel air out of building; it's just filtered. There are eight bays. Both Loudon and Webster have 80' dimension front to back. Webster had foundation extended up (the walls) four feet; slot drains with covers; Loudon did not. Webster has an over abundance of bathrooms; there are six and usually only two people there. Both had overhead radiant heat lights and said they are low maintenance. Both fire chiefs were concerned about cracks in pavement if you (Canterbury) were to install radiant heat in floor. Both wanted sprinklers but cut due do budget. Eric proposes to obtain a quote for sprinkler system, however. Both towns had 12' w X 14' h doors; but both liked the idea of having 14' wide doors. Both had few windows on side that brought lots of light into the station. Loudon had no decontamination. Webster has uppers storage area. Both wanted more storage. Both had vinyl tile and painted concrete floors. Booking for Webster was small and so was sally port. Neither had bunkers in rooms. Highway department was separate at both towns. Loudon has gas-fired generator. Webster's chief really liked gas and indicated maintenance was next to nothing; don't have to deal with tanks and leakage. Also at Webster, they have a sock for diesel exhaust, which distributes air throughout space; blows air down and fan blows air out. Webster had a 50' x 50' concrete apron on both sides (of bay door areas); could have looped; they also have crushed gravel around building.

Jeremy asked if this impacts runoff coefficient and Gordon said the issue is you loose the ability to pave later. Eric said that he would talk with Gary about roads. Kent commented that most likely there would be a retention pond and not a fire pond, which must be five feet deep.

Ginger asked if sprinklers can be put in later and Dale said yes but depends on when you want a fire! Dale prefers a sprinkler system to protect the Town's investment in the fire equipment.

Eric then reviewed revised drawings and indicated there were two optional bays for the fire department on the drawings now. There is an ADA ramp in back between highway and fire department bays from back door of municipal complex. This area has an overhang to cover the ramp.

Dale mentioned that we could recycle the three bay doors **electric openers** we have.

Eric then said we'd meet again with him after he obtains cost information from Steve.

At 7:45, Jim Weeks, with GZA, presented his findings to date with the site assessment – Phase I, including the new municipal complex property, Town Center, and the results of

the building material survey. He is completed with his research except for meeting with Dale next week. There are no issues with the new area (Robinson's property). GZA has detected lead paint on a number of buildings; asbestos on roof between fire and highway department; and window-caulking material came up with asbestos. These items are easy to deal with when renovation occurs. He then asked what are Town's plans for the Town Hall and if there were any plans to remove siding of Town Hall. The committee told him there were no such plans. Jim asked if other buildings are going to stay intact and Kent said yes. Kent explained that siding and roofs will remain; highway department to replace front roof; tear out center section; garage doors replaced with windows and framed in; and grater bay disappears.

Jim said there are signs of soil stains located across from doors in fire department where the old graders were parked. These stains are low numbers indicating minor leakage most likely hydraulic oil; however it may exceed state's limits. Should be dealt with and Jim recommends excavation and do a test bed sample by collecting soils and stock piling them for later, and to test underneath soil to verify no runoff into drinking water. Jim said he could fit into budget (labor) this work if Town has a backhoe. Analytical work, however, will be about \$1200 - \$1500. This would be with Bill Rice for further testing and Jim needs to talk with him about this. Jim explained the test is for TPH/organic compounds analysis; basically petroleum products. He recommends that after testing, taking the soil (test bed) to Loudon for disposal. Jim said we could hold off until construction but he recommends doing it early. Mike says that he will call Phil about this to rent a backhoe for Jim since the Town does not currently own one.

Jim continued by saying he found that the sink in the fire department discharges to ground service and a sample is needed. In the fire and highway departments there appear to be floor drains. He's going to track down where they drain. There are some concrete stains but they do not look like a major environmental issue.

Jim asked if there were any other entities that were going to rely upon GZA's reports. Eric said that if there are construction concerns then Cobb Hill might. Jim said he would give the Town a copy of the report. Mike said he would give Jim a distribution list of anyone given a report copy. Jim asked if the Town wanted a single combined report and we told him yes. Jim asked about any deadlines and indicated that a draft report will be delivered the end of next week. Eric said that we have at least 90 days before construction. With that, Jim left the meeting at 8:00 p.m.

Claudia and John, library representatives, then joined the meeting to review library plans and issues of budget. Eric presented a copy of the budget to them and explained to them how he came up with proposed cost savings and what other departments have done; and that the overall municipal complex had been made smaller (footprint of building). Eric explained that he had zeroed out budget dollars for furniture and stacks; window coverings; library moving and allowance for appliances. And asked if we can take this off budget or not. Eric explained that drawings showed that instead of completing the west end of the library; make an unfinished room for storage (for historical society, as well). This area would be (de)/humidified; controlled environment; and that finished

work (inside library) would stop at this point. Eric recommended building a partition with door in it. Eric when asked said this would not save a lot of money; basically 400' x \$20.00 or about \$8,000. This would be part of the \$43,000 reduction in the new library needed to balance the budget. John said he feels this doesn't save that much and trustees probably would say go ahead and build out space. John asked how much would it cost to furnish the entire space and Eric said about \$35,000 to \$40,000.

Not many people present liked having a partition the library and Eric said that they would look elsewhere for the cost savings. Eric reviewed the remaining library plans with John and Claudia.

Kent asked if John and Claudia would work on the numbers and Eric said he would help John purchase library furniture and would provide John with many catalogues to peruse. Eric said that the circulation desk and child reading area stadium are part of construction costs and not considered to be 'furniture'. Eric also mentioned that the windows in back (of existing building) can be used if sashes are replaced; frames can be used.

Kent adjourned the meeting at 8:40 p.m.

NEXT MEETING: 7:00 p.m., Wednesday, July23, 2003 at Town Hall.

ATTACHED DOCUMENTS: None