

CANTERBURY TOWN BUILDING NEEDS  
COMMITTEE  
**Minutes of Meeting**  
**July 23, 2003**

**TIME & PLACE:**

Meeting Wednesday, July 23, 2003 at 7:00 p.m. at Town Hall.

**ATTENDANCE:**

Kent Ruesswick, Chairman

Mike Capone – Selectmen representative

Gordon Jackson

Ken Jordan

Cathy Menard – Alternate

Billie Richert

Jeremy Slayton

Gary Spaulding – Alternate

Ted West

Town Department Representatives

Dale Caswell – Fire Chief

Jim Silwecki – Highway Department Deputy Director

Cobb Hill Construction (CHC) Representative

Steve Atherton

Sheerr McCrystal Palson (SMP) Representatives

Eric Palson – President

Kelly Gale - Designer

**MINUTES:**

Kent called the meeting to order at 7:05 p.m. and asked Steve to present his findings on providing a steel-frame building for the municipal complex. Steve Atherton distributed a handout and presented his proposed cost savings to the Town if the municipal complex building were all steel or a steel and wood combination versus an all-wood building. During the meeting Steve said that the \$8,590 cost for 6” insulation included in the \$215,687 had been reduced to zero (0) by the vendor. In addition, Steve stated that the best bid he received for grading, paving and septic was \$250,000 reflecting a budget overrun of \$59,261 thus reducing the savings noted.

Steve’s handout reflects a cost savings, with an adjustment for the insulation, as follows:

	<b>All Steel Structure</b>	<b>Steel/Wood Combination</b>
Gross Savings	\$215,687	\$148,908
Grading, Paving, Septic Overrun		
Best Bid	\$250,000	
Amount in Budget	<190,739>	<59,261>
<b>Net Savings</b>	<b>\$156,426</b>	<b>\$ 89,647</b>
Cost of Insulation Included	<u>8,390</u>	<u>8,390</u>
<b>Revised Net Savings</b>	<b>\$164,816</b>	<b>\$ 98,037</b>

Steve stated that the \$190,739 budgeted amount for grading, etc., included work on the leach field but not for a well, but there was money in the budget for a well. The paving includes paving to front and around the police department but gravel around rest of building.

In Steve’s presentation to the committee, he stated that any kind of siding can go over a steel structure; the concrete is a poured slab – same as for a wood structure; footings are a little different; and therefore concrete cost goes up with steel for footings. These numbers are based on six (6) bays and the cost of siding is included in all three numbers (third being for an all-wood structure, cost of which is \$419,310 included in original budget per Steve).

Eric expressed his concerns about what his firm would do to make it acceptable to Town (cosmetics); however, steel is acceptable for the building frame. Gary asked if the numbers included structural design and Steve said yes; and then Gary asked Eric about the impact on his fee and Eric said that the proposed plan produces a \$250,000 cost savings (that is, no change in architect’s fee).

Steve then discussed the proposed roof for the municipal complex which is a standing seam all the way through, screwed with metal bolts. Kent then raised an issue with this stating that the proposed roof is not really a true standing seam roof with 16” pan and crimper. Furthermore, the sample would not meet the standard of what a typical “New England standing seam roof” and this is what the Town expects.

Mike then commented that the committee has asked for certain information so we need to follow-up in order to make a decision and Steve needs to resolve the roofing issue. Steve said he would do that and would ask George (the proposed vendor for the steel frame building).

Gordon then asked if the building were all steel would he know it and Steve said no. Eric then said his feeling is that the part in front where the public sees should not be so that the Historical District doesn’t have an issue. If the fire department and public part of the building have an appearance that would fit in then it’s ok for both to be a metal utilitarian building.

Dale then stated he wanted to restore the two (2) apparatus bays. We have talked about a 25-year plan to the Town, but the joke is a 25-minute plan – no room for expansion. I strongly advocate going to steel in garage portion and restore two (2) bays.

Mike then said original concern was energy efficiency. Steve said there would be 10” insulation in ceilings and 6” in walls. Gordon asked if the all-steel building is as energy efficient as wood building. Eric replied that you have to make an investment in proper insulation and that the pitch of the building had been changed to eliminate 22’ that had to be heated. Mike then asked Eric if there were a way to show to the committee the energy efficiency savings.

Kent then stated he wanted to see 2X6” sheet roof inside and plywood on outside compared with this steel structure in determining energy efficiency savings. Steve indicated he had not run a calculation like this but would do so.

Discussion then ensued about making a decision concerning the savings realized from an all steel versus all wood structure and issues surrounding energy efficiency. Ken asked can we make a decision and Gordon then made the following motion to:

- 1) Proceed with an all steel building
- 2) Obtain a good analysis of energy efficiency
- 3) Side front of building that is seen from road – cement plan
- 4) Restore two bays in fire department
- 5) Gary and Kent to confirm standing seam roof
- 6) Metal interior to plate (??) line

Ted seconded motion; Kent asked if any more discussion; there was none; all voted in favor; motion was passed unanimously.

Eric confirmed that there would be 4-foot high concrete walls in garage on the inside only and that Kelly would do energy analysis. Eric stated we need to get specifications together so you (Steve) can go bid. Steve then mentioned that he had gotten no responses from the ad placed in the paper. Kent said he had received a letter from Robinson wanting to bid on the electric work and would give the letter to Steve.

Gary stated that the mechanical and electrical work should be put together and send the specifications to mechanical people for bidding and asked ‘can you take the same approval route with steel building (for selecting vendors)?’. Eric reiterated that we have to write a detail performance specification for a steel structure. Billie asked Steve is he going out to bid for the steel structure and he said yes; similar to mechanical and electrical.

Kelly and Eric then reviewed with the committee their plans to meet with a security consultant and would report back to committee. Security needs within the complex were then discussed and Mike asked Eric to give committee the cost of the security project and

Eric said his concern was that a security camera is out of (excluded from) construction budget but basic budget for security, such as wiring, is included.

Kelly then asked the committee about several requirements:

- 1) How many phone lines for each department – Mike said 1; Dale mentioned he needed four (4) CAT5 lines; actual number of lines to be confirmed.
- 2) Will owner supply phone system? Will there be a need for a paging system? Dale said if the receptionist needs to answer a question for someone, a paging system would be nice. Eric suggested doing through phone system and don't have separate intercom system.
- 3) Fire alarm system response dialer – where will it report back to? Dale said to Mango Systems – a Franklin outfit, which is currently used.
- 4) Will generator require all needs or selected ones? Jim said it would need to support fuel tanks, doors, lights, computer, joint facility room. Dale said that we need a reliable pump without having to use electricity. If power goes out we are without fire protection. Get a bid to light whole thing as an emergency shelter.
- 5) Do you want root antennas? Police, fire and highway will use same one.
- 6) Cable TV required? Kent said no. Gordon said put in cable.
- 7) Is transient power suppression required? Mike said wouldn't be bad to think about.
- 8) Are all data outlets to one closet? Yes.
- 9) Security system needed for archive room/library? No. Ted said could run wires, however.

Gary then asked if fire pond is included in budget we need to include in plans submitted for approval; will not be in plans if coming from different money. Need to discuss whether salt shed is now or later to include in plans or not. Gordon said we did show salt shed to people. Jim said there are EPA issues with salt – may want to do it now. Gary said prepping site only is what I need to know. It was agreed that the salt shed should be in the plans.

Gary asked about fuel cell? How is it getting up there physically – needs to be in a container. Kelly said that it is in concrete now. Gary stated the electrical plans need to show wires to that. Eric suggested that maybe we should have that in the back of the building. Kent thought that snow might be dumped on it in winter.

Gary confirmed with the committee that there was a concrete apron in front of bays – 10 feet in front of highway department bays – will need same for fire department. Kelly said she needs specifications from the Town for apron.

Gary asked about wash water – recycling system – and drains. He said he needs connection coming out of building – the size and parameters. He then confirmed the number of occupants in the building for the proposed septic system. There will be one (1) washing machine; 1 office receptionist; 2 for police department; 4 for highway

department; 12 people to meetings every Monday for fire department; there are twelve bunks planned.

Gary confirmed that kitchen will be an efficiency kitchen and asked about lighting on building. Eric said lighting must be at all parts of egress and in parking areas. Try to do from building – save a pile. Gary asked any street entrance light? No. Eric asked about illuminating a sign in front of building? No. Dale asked about illuminating flag from base and Eric said yes in front next to building.

Kent asked everyone to meet next Wednesday night, same time. Steve stated he would be out all of next week; and would get back with numbers as much as he can.

Kent adjourned the meeting at 8:50 p.m.

**NEXT MEETING:** 7:00 p.m., Wednesday, July 30, 2003 at Town Hall (**Cancelled**)  
7:00 p.m., Wednesday, August 6, 2003 at Town Hall

**ATTACHED DOCUMENTS:** Canterbury Municipal Complex Cost Savings –  
Steel vs All Wood Building