

CANTERBURY TOWN BUILDING NEEDS
COMMITTEE

**Minutes of Meeting
September 3, 2003**

TIME & PLACE:

Meeting Wednesday, September 3, 2003 at 7:00 p.m. at Town Hall.

ATTENDANCE:

Kent Ruesswick, Chairman

Charlie Cook

Bob Fife

Cathy Menard - Alternate

Billie Richert

Ted West

Historical District Commission (HDC) Representative
Ginger Laplante

Town Department Representatives
Dale Caswell – Fire Chief

Sheerr McCrystal Palson (SMP) Representatives
Eric Palson – President

MINUTES:

Kent called the meeting to order at 7:05 p.m. Kent noted that Jeremy, Ken, Gordon and Mike, and possibly Gary, would not be attending tonight's meeting. Eric will present latest changes to municipal complex and show samples of windows to the committee.

Eric began by highlighting the following changes:

- 1) the entire municipal complex had been 'twisted' a bit to parallel more with the property line.
- 2) There **will be** future expansion capabilities for the police department.
- 3) The concrete apron for the Highway department has been made somewhat smaller (length) but Phil said this would be ok. Building must have a 25-foot setback and this cannot be changed. Gary needs to make swell that drains back to behind building and this is why the length of the concrete apron is reduced somewhat to allow for the 25-foot setback.
- 4) Four sander sheds are now combined into one.

Charlie asked if snow coming off roof onto driveway or green on west side of building and Eric said onto the driveway. Kent commented it would be easier to remove and Dale said there are no doors on that side of property. Charlie then asked if metal roof has specific overhangs or breaks to prevent snow from falling. Eric indicated that the roof is standing seam with clamps; keeps snow from sliding off but allows it to melt.

Ted then made motion to accept plans **including** concrete apron in front of fire department (on west side) and excluding small door that doesn't exist but is reflected in the plan. Billie seconded motion. Motion passed unanimously.

Kent then stated he and Gary are meeting with the selectmen on Monday, September 8, 2003 at 8:00 p.m. and asked if anyone were coming. Ted said he would like to be there and will check his schedule. Purpose of meeting is to tell selectmen where we stand and our thoughts on project; and also to prepare for HDC meeting.

Kent said he had samples of windows to review tonight but is waiting for roof samples.

Eric then described window options, using 30 1/8 by 49 _ windows, all double-hung (amounts are from Steve):

Option 1 – Superseal	Cost: \$222
All vinyl	
Dividers inside glass	
Glazed glass	
Removable Screen	
Option 2 – Integrity (Marvin)	Cost: \$353
Recycled plastic on outside	
Wooden inside	
Applied muntins on both sides	
Removable Screen	
Option 3 – Marvin	Cost: \$476
Extruded aluminum inside	
Wooden outside	
Applied side trim	
Applied muntins on both sides	
Removable Screen	

Eric said that vinyl expands due to thermal variation; details must allow for this movement. Charlie said to go with all vinyl, as there is no maintenance and no painting. Ginger added that vinyl has been around along time. Eric agreed and said that first point of failure will be seal around window. Cathy at this point read the Marvin window warranties were 20 years. Ted indicated that it would make sense to spec different

windows depending on where they are (installed; seen). Eric agreed this could be done. Charlie asked about R value and Ted and Eric calculated the U factor to be .34 or 1 over R (R=3).

Ginger wants to see proper windows in building rather than a square as people will see shape of window from road rather than material. Ted suggested putting least expensive window out back (of municipal complex) and next level up in public space. Kent said that all windows were coming from R. P. Johnson. Eric said we can ask for unit pricing and could find out during bidding process any pricing differences. Ted suggests using Integrity for library as people will be closer to the windows and can see the materials.

Eric confirmed that each window comes with a removable screen that can be bright or dark; there are three finishes in Marvin; vinyl only comes in white.

Ted then made motion to accept vinyl windows for municipal complex and Integrity for Library. Charlie seconded. Motion passed unanimously.

Next, Kent asked Eric to review proposed siding. Eric distributed metal side samples and cement board samples that were distributed in last meeting. Cement board would be painted. Charlie asked if color matter and Eric said not at this time but need to discuss with HDC. Eric said there would be clapboard upfront; metal siding only in back in barn red. Eric said it was their opinion that having different colors breaks up an otherwise very large building. Bob said he would like to see smooth clapboard; less dirt, etc., and Eric said he agreed with this. Kent then described using a 6" reveal on clapboard since building is large rather than a 4" reveal.

Charlie then made a motion to accept 6" reveal; white clapboard; cupola; green steel on Highway Department; red steel on Fire Department; and smooth siding on remaining portions of building (See attachment to minutes). Ted seconded motion. Motion was passed unanimously.

Ginger asked about color of roof and Eric said roof can be any color but we went with slate gray (04) and everyone took a look at this color sample. Charlie proposed going with the slate gray. Ted seconded motion. Motion was passed unanimously.

Kent then mentioned to Ginger that to see a true standing seam roof she could take a look at Judy Sharp's barn, for example. Eric said that for a standing seam (roof) there **will not** be an up charge (additional cost) from metal contractor. Ted then proposed a standing seam roof for the municipal complex. Eric indicated committee could always change later if an issue of price. Charlie seconded motion. Motion was passed unanimously.

Charlie then asked Eric about R factors and was told R19 in walls and R38 in roof.

Ginger asked if Kent would go to HDC with library specs, as well. Kent said we have discussed windows. Eric said for library I think you'd use cement siding; not do metal roof; do roof to match existing one.

Ted asked about doors – steel for security? Kent said he'd vote for fiberglass. Eric said that thermally, fiberglass is better; doesn't rust or bend. He would do a six-panel door.

Kent asked if Eric had started plans for library so we can have for HDC and Eric said that they had gone to being ahead to being behind as a result of recent changes. Need to improve our schedule and will need a few weeks more after Town obtains its site plan approval from State. Eric said he would be awhile getting numbers from Steve and the steel building vendors. As a result, Kent stated that there would be no meeting next week.

Kent announced a meeting for two weeks from today and adjourned meeting at 8:00 p.m.

NEXT MEETING: 7:00 p.m., Wednesday, September 17, 2003 at Town Hall

ATTACHED DOCUMENTS: Artist rendering of new municipal complex reflecting latest changes.