

CANTERBURY BUILDING NEEDS COMMITTEE

Report to the Selectmen

OVERVIEW:

The Canterbury Building Needs Committee (CBNC) was charged with addressing necessary and immediate building repairs, and with investigating the need for future expansions of existing facilities. As each facility was considered, its impact on some other facility became apparent. We considered many options that included combining facilities, relocating facilities, rebuilding facilities, and leaving the status quo. The Committee was unanimous in its opinion that any plan for the future should incorporate a more pedestrian oriented Center, while preserving the appealing New England character it has always enjoyed. Already this Center is anchored by the privately owned Canterbury Center Store and Post Office, the Community Church, the historic Town Hall, and privately owned historic residences. It quickly became obvious to the CBNC that the Community had an opportunity, for the second time since the Center fire in 1943, to determine the character of Canterbury for generations to follow by building on the vision that was set in motion by our predecessors.

The suggestions that follow envision a Canterbury Center where families and individuals can find easy parking and access to all the various services and events. Through landscaping and the establishment of walkways and safe traffic patterns a true "village green" can be created where one can visit the store, town offices, the church, town hall, library and museum without the necessity of moving a vehicle.

Toward establishing that direction for the future, the Committee sees a number of areas that need to be addressed. They are:

YEAR ONE - 2002

TOWN HALL:

Using the Planning Committee Report of March 2000 as a guideline, repairs and additions should be implemented immediately. This would be accomplished by utilizing the \$35,000 already voted at Town Meeting in 2001, together with other available grants or an additional appropriation at Town Meeting 2002. This building can be used for Selectmen's meetings, Planning Board meetings, Zoning Board meetings and other public meetings, as well as for local organizations such as Scouting. The stage would be excellent for CES theater productions and music concerts.

The CBNC recommends:

Dropping the building 14" onto a granite topped foundation. This will restore it to more historic appearance and facilitate the building of a ramp in the least intrusive manner.

Remove the current entry addition on the side and create a new, ramped entry and bathroom addition at the rear.

Fully insulate the entire building, not just the new addition.

Storm windows or replacement-insulated windows to be installed.

The basement to be cleaned, painted and secured for storage.

Re-roof the building. The committee recommends against using metal roofing and suggests using 40-year "architectural" shingles. As the occasion requires, it is recommended that all Town buildings be re-roofed with the same type of shingles.

ELKINS LIBRARY:

The committee agreed, by majority vote, that a library addition should be constructed as soon as possible, following the square foot recommendations and general plan layout that has been developed by the Library Building Committee. While the need is readily apparent, it was much more difficult to plan a way to address that need. The end result *must consider the other pressing needs facing the community*. In addition to funds already reserved, a combination of bonding, frugal construction specifications, fundraisers, etc. should be utilized to minimize the impact on the Town while other needed projects are also begun.

SAM LAKE HOUSE:

We do not foresee this particular structure serving the long-term needs of the Town. We recommend that a minimum amount of money be spent on this structure in year one (2002) to provide for the following *short term uses*:

A new layout needs to be developed utilizing the Town Clerk's Office differently. It is recommended that a counter be added from beside the present counter toward the Clerk's desk to allow more than one person to be serviced at a time. This should be at a convenient height for writing. .

A door should also be added from the back of the office to the outside of the building to allow egress for the office personal.

The selectmen's office should be improved with the addition of an access between the office and the copy room through the stair hall.

TOWN GARAGE:

It is the unanimous opinion of this committee that a town garage is not in keeping with a vision for a more attractive and pedestrian active center. The Town should begin saving in 2002 toward the construction of a new public works garage at the site of the current recycling center.

RECYCLING CENTER:

The layout of the recycling center should be given careful thought with an eye toward utilizing the space in a more efficient manner.

Traffic patterns should be revised to allow for less back up and congestion at the present entrance.

Until the Town Garage is relocated to this site with facilities for personnel, a portable toilet should be installed.

TRAFFIC-PARKING-LANDSCAPING:

The CBNC Recommends:

Hiring a landscape architect to create a master plan to be followed in implementing the changes envisioned in parking, pedestrian travel and beautification.

Regrade around Town Hall to bring the parking lot up to the top of the septic system.

Provide parking spaces for Houser Museum along top of bank.

Create new egress roads for use of the Fire Dept. to provide for the safety of residents attending events and parking at the rehabilitated Town Hall.

The first egress would be located directly in front of the existing fire station, tying through to the Creamery road, which would be improved and turned into a one-way road toward Center Road. We also recommend that at this same time the corner at the beginning of Old Tilton Road be widened slightly and the bank between the road and Town Hall be cut back. This will provide for a safer corner for those using Old Tilton Road, as well as providing a good line of sight for fire equipment crossing the road to Creamery Road to see and be seen.

The second egress for the Fire Dept. should be developed around the backside of the fire pond and enter from the north side of the pond onto Hackleboro Rd. This egress should be designed to provide two way traffic to a future Life Safety Building. Where this egress intersects Hackleboro Rd. there would be regrading to provide better line of site to the north.

OVERALL TOWN IMPROVEMENTS:

Garage Doors on Fire Station should be replaced within the next year with new insulated doors. This becomes an immediate savings with increased energy efficiency.

The water system, which serves the entire center, should be addressed. The pump and tank should be relocated from the old cellar in the Sam Lake house to the cellar under the current meeting room. Water treatment and filtering equipment should also be installed to make the water more potable and less corrosive to plumbing and fixtures.

As improvements are made to various buildings, thought should be given to the installation of a central fire monitoring system for town buildings.

All new construction undertaken by the town should utilize the very latest construction techniques to minimize future maintenance needs and provide for the most energy efficient building.

Exterior trim and siding materials should be planned and designed to match existing architectures in the center and to reflect our New England setting.

YEARS 2003-2005

TOWN GARAGE:

The CBNC recommends:

Removal of the Town Garage to the site of the current recycling center by building a new building. This building should contain 8 bays of room for equipment, and an area for the use of town employees. It would be approximately 5,000 sq. ft. in size. The building should be located approximately where the salt shed is, with the long face turned south. With a metal shed roof pitched to the north, the building will shed its snow load to the north, keeping the drives clear. It is also recommended that the town consider purchasing any land contiguous to the recycling center that may become available, to allow flexibility as future needs dictate.

TOWN OFFICES:

After removal of the highway garage from the center it is suggested that the existing garage be rehabilitated to house all Town Offices, including the Selectman's Office, the Tax Collector's Office, and the Building Inspector's office. Restrooms, kitchenette facilities and a meeting room should be added, not only for the use of Town Offices, but also for use by Fire, Rescue, and Police Departments.

The roof of the present garage should be replaced with a more "New England Style" pitched roof as soon as possible. The roof should be even pitched on both slopes, and of an 8 or higher pitch. A porch should be added along the south side. The exterior should be finished in clapboard to echo the other buildings in the center. A boiler room should be constructed with a new boiler large enough to heat the new town offices and the present Fire Dept. building. This boiler room should be of sufficient size to later accept a second boiler to heat a future Life/Safety building.

Note: At this point a committee should be established to look at the long-term re-uses for the Sam Lake House.

YEARS 2006-2012

LIFE/SAFETY BUILDING:

The CBNC recommends that plans be developed during this time period for a major expansion to be built over the existing fire station. We envision an addition measuring

30'x84' to be built behind the existing structure. On top of this structure and the existing fire station would be built a second floor. The facility would house offices, storage, meeting and training rooms, shower and restrooms, and a kitchenette for both the Fire and Police Departments. This expansion would be accessed by the road along the north side of the fire pond onto Hackleboro Rd. previously constructed. The station would remain central but trucks would no longer enter into the active center of town. (See master sketch).

MONEY/FUNDING:

The committee suggests the following funding for the year 2002:

TOWN HALL: \$40,000 from town budget (\$30,000 not used if the town is successful in obtaining an additional grant.)

ELKINS LIBRARY: \$750,000 to come from funds already voted (\$75,000), funds raised or to be raised by volunteers, and bond issue to be voted at town meeting.

SAM LAKE HOUSE: \$7,000 from town budget.

TOWN GARAGE: \$5,000 from budget for initial study and planning.

RECYCLING CENTER: \$1,000 from budget for rental of portable toilet.

TRAFFIC-PARKING-LANDSCAPING: \$10,000 from budget for planning and initial work around Town Hall, Houser Museum, egress roads, and recycling center.

OVERALL TOWN IMPROVEMENTS: \$30,000 from budget to replace doors at fire station and relocate and filter water system.

TOTAL REQUESTED (exclusive of any bond for library) \$93,000

CONCLUSION

It is obvious to the Committee that what was thought to be a one-year study has turned out to be just the tip of the iceberg. There is a good deal more planning that needs to go with each of the suggestions made, and much work to do to implement and supervise those items that we feel should be done in the coming year.

A landscape plan showing where we are headed and what it will look like when we get there is a first step. Building plans and specifications will need to be developed and realistic costs developed. During the coming year the Committee would like to continue to work on these items with a goal of presenting these costs before the Town for the year

2003. Beginning in that year we recommend yearly allocations in Capital Reserve Funds to minimize the impact of any one project as it comes on line. Further meetings with the Community should also be held to keep all our citizens informed and to benefit our planning with their input.

Our work this year has been very satisfying to all the members of the committee. We have enjoyed working and learning together, and the perspectives that have been brought to the table have been broad and helpful. We thank the Selectmen for giving us this opportunity to serve Canterbury, and look forward to continuing in the coming year.

Respectfully submitted,

Canterbury Building Needs Committee

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