

Candia Heritage Commission

Unapproved Minutes of March 19, 2011 Work Session

Attendance:

Present: Diane Philbrick, Carleton Robie (Selectmen's Rep), Ray Cresswell, Sarah Giles, Ron Thomas.

Scheduled work session with Eric Halter, Project Manager – Ventures, CLF Ventures, Inc. and Mary Brundage, Associate Planner, Southern New Hampshire Planning Commission. Both representing “Energy Technical Assistance & Planning For New Hampshire Communities”(ETAP) (see attached flyer).

The meeting was called to order by Chair, Diane Philbrick at 9:00 AM

Eric Halter introduced the concepts of the ETAP program. They work with New Hampshire Communities, providing energy efficiency technical assistance at no charge to municipalities and counties in NH. In Candia, they have offered to work with the town to do energy assessments of all town buildings. Carleton Robie will take the offer to the Board of Selectmen.

Specifically for the Smyth Memorial Building they offer to provide money to do building energy assessments (not energy audits). The assessment would look at the building's energy systems, identifying and prioritizing energy reduction opportunities as well as developing an action plan for implementing of the reductions.

Eric Halter suggested they would recommend an engineer who had previously worked with historic buildings and would be sensitive to preservation requirements.

In addition energy assessments the ETAP program offers:

- Grant writing support
- Development of procurement documents
- Service procurement support

The meeting moved to the Smyth Memorial Building for an inspection of the building and further discussion.

The proposed scope of work for the project was reviewed.

At the building Eric Halter, in a response to a discussion regarding windows suggested that we should focus on the entire building envelope not just windows.

The group toured the building, examining the basement area, furnace and electrical systems.

Eric Halter and Mary Brundage noted that since the building was a small project they may be able to work in into the near term for review by an Engineer. It would be helpful to have the building architectural plans available when the Engineer did their inspection.

The meeting concluded with an agreement to schedule the assessment work as soon as practical.

Meeting adjourned .
Respectfully submitted
Ron Thomas
Secretary

Smyth Memorial Building Rehabilitation Project

Scope of Assessment

It is the desire of the Town of Candia to rehabilitate the Smyth Memorial Building for use as a public meeting place for groups of 49 people or less.

The scope of any proposal shall include:

- Building condition assessment
- Fire Code Analysis
- ADA accessibility analysis
- Feasibility assessment

The above shall include the following building details:

- Heating System
- Alarm system
- Communications system
- Electrical system rehabilitation
- Entrance way
- Floor rehabilitation or replacement
- Windows
- Interior finish
- Self locking entryway for public access
- Removal of main floor book stacks
- Chimney and fireplace (suitability for use – heat conservation)
- Plans and drawings for construction of:
 - In main floor back room:
 - Bathroom (s)
 - Small Kitchenette
 - Storage closet
 - Entrance to external lift or elevator (if required)
 - ADA and fire code acceptable entrance:
 - If ramp is proposed, Provide design that includes a granite facing and treatment of the front steps.

Proposals are not limited by the above list. Any structural systems and or architectural details requiring modification to meet current building codes, ADA and fire codes should be brought to the attention of the owner and added to the proposal