



TOWN OF NEW LONDON, NEW HAMPSHIRE

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BOARD OF SELECTMEN MEETING MINUTES Whipple Memorial Town Hall August 19, 2014

PRESENT:

Janet Kidder, Chair
Nancy Rollins, Selectman
Peter Bianchi, Selectman
Kim Hallquist, Town Administrator

ALSO PRESENT:

Richard Lee, Public Works Director
Matt Grimes, Facilities Maintenance Worker
Bruce Parsons & Frank Anzalone, Building Committee Members

Chair Kidder called the meeting to order at 8:00am.

The Board met with members of the Building Committee and Public Works Department to discuss the direction the Board should go in to gather the necessary information on the condition of Whipple Memorial Hall so that plans can be made to make repairs. Frank Anzalone prepared a list of items that should be included in a request for proposal (RFP). That list includes:

- a. Energy audit of the building envelope including an inferred scan and blower door test
- b. Current condition of existing roof
- c. All exterior finishes
- d. All exit components
- e. Lower level water infiltration
- f. Life safety code as it applies to the current condition of the building
- g. Interior and exterior damage
- h. Building components and finishes nearing end of life cycle
- i. Visible structural deficiencies
- j. Recommended general improvements
- k. Maintenance recommendations
- l. Moisture infiltration through the building envelope
- m. Visual inspection of electrical, communications and fire suppression systems
- n. Coordinate with mechanical report
- o. Interview staff

Mr. Anzalone noted that his inspection of the building (done several months ago) was not extensive, but he believes that if the points above are looked at, the Selectmen will have a good idea of the issues that need to be addressed in the building and can prioritize the needs. He noted that one of the main issues is the lack of insulation in the building. This fact, taken together with the fact that the heating system is located in the attic, creates issues with ice dams every year and water coming into the building. He

pointed out that an energy analysis will address this concern. He suggested that the energy audit be done in cooler weather, about 40 degrees, for optimum results. Mr. Anzalone advised that the inspection of the building and the energy audit should be done at the same time and overseen by the same firm selected to do the inspection of the building. Mr. Anzalone estimated that once a firm is selected, it will take about a week to do the inspection and a week to prepare the report. He expected the proposals to come in at between \$8,000 and \$20,000.

The group discussed whether an inspection of the Academy Building should be included in the RFP. Mr. Anzalone and Mr. Parsons noted that the Academy Building has been reviewed to the extent it needs to be at this point so it should not be included in the RFP. They noted that the Academy Building is in the monitoring stage to see how the roof performs; the clapboards that are rotting should be addressed. They also noted that the bandstand also needs attention to address the rot present there.

Richard Lee suggested that the group think about what the needs of the Police Department and Dispatching will be in the next five to ten years so that the Town does not spend a lot of money in repairs on the building only to have to make modifications because of changes in the department needs in the near future. The group agreed that it was a good point to keep in mind.

The Board agreed that an RFP will be sent out by the end of the month. The Board plans to select a firm and have the inspection done sometime in October.

The meeting adjourned at 8:30am.

Respectfully submitted,

Kimberly Hallquist
Town Administrator