LEE TOWN CENTER
MUNICIPAL FACILITIES

FORUM

Presented by LEE SELECT BOARD, LEE FACILITIES COMMITTEE
ART GUADANO, AIA, LEED AP BD+C

PURPOSE

- Develop comprehensive solution to address program needs for Municipal Facilities located at Town Center
- Preserve Historic Buildings at Town Center
  - Town Hall
  - Annex (Fire Station)
  - Library
  - Historical Society
  - Tool Shed with Tramp Room

Goals

- Visit and review condition of existing buildings
- Meet social/cultural/functional needs
- Develop comprehensive cost effective view/plan
- Engage the Public
- Create a vision for Town Center Buildings
- Maintain historic buildings

Data Collection

- Reviewed existing building conditions with engineers
  - Reviewed conditions, ADA and Code compliance
  - Reviewed lack of adequate space
- Questionnaires to Town committees and staff
- Interviewed town employees for space needs

History

- Town Hall
  - Built 1846, Foundation and Granite Doorstep - 1761
- Lee Public Library
  - School House - 1897, Relocated - 1962
- Annex (Fire Station)
  - Built - 1950
- Historical Society
  - Freight Depot - 1874, Relocated - 1973
- Tool Shed with Tramp Room
  - Built - 1915

Surveyed existing building conditions with engineers
- Reviewed conditions, ADA and Code compliance
- Reviewed lack of adequate space

Questionnaires to Town committees and staff
- Interviewed town employees for space needs

Projections Summary

<table>
<thead>
<tr>
<th>YEAR</th>
<th>POPULATION</th>
<th>NUMBER OF STAFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>4,335</td>
<td>8 PT 16-18 PT</td>
</tr>
<tr>
<td>2040</td>
<td>4,710</td>
<td>12 FT 16-18 PT</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SQUARE FOOT SUMMARY</th>
<th>CURRENT SF</th>
<th>REQUIRED SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town Hall/Annex</td>
<td>3,904 GSF</td>
<td>5,953 GSF</td>
</tr>
<tr>
<td>Library w/ Basements</td>
<td>4,896 GSF</td>
<td>7,998 GSF</td>
</tr>
<tr>
<td>Historical Society</td>
<td>1,635 GSF</td>
<td>3,375 GSF</td>
</tr>
</tbody>
</table>
Site Options Considered
- Reviewed site possibilities, identified 11 site options
- Compared 11 sites based on 32 weighted criteria
- Chose 4 site options for various reasons and rankings

Site Option 1
Town Hall site, Rank 9

Site Option 2
Town Hall site with Church Property Expansion, Rank 1

Site Option 3
Town Hall site with Banister Property Expansion, Rank 5

Site Option 5
Stevens Field for Town Hall, Town Hall site for Library, Rank 7

ADA and Code Compliance Improvements
- Town Hall
  - Remove and replace entry ramp
  - Provide automatic door opener at accessible entry
  - Replace door hardware
  - Rebuild second floor roof and framing for Second Floor access
  - Provide one compliant exit stair enclosure to Second Floor
  - Provide elevator 2-story
  - Provide separate male and female bathrooms
  - Provide dual-height drinking fountains
  - Provide heat recovery ventilation for entire building

Estimated ADA/Code Cost: $263K - $321K

Necessary Repairs/Maintenance
- Town Hall
  - Repair existing floor framing
  - Raise building and provide new insulated basement
  - Replace non-insulated windows
  - Replace boiler with propane high efficiency unit
  - Upgrade lighting, wiring, and receptacles
  - Replace existing electrical panel
  - Paint exterior siding and trim

Estimated Repairs Cost: $296K - $344K

Existing Conditions
- Town Hall
- Annex
### Annex

- Modify interior vestibule to meet ADA clearances
- Provide automatic door opener at accessible entry
- Replace door hardware
- Replace narrow doors
- Replace bathroom with single accessible unisex bathroom
- Provide heat recovery ventilation for entire building
- Provide exterior emergency lights at exits
- Install emergency exit signs

**Estimated ADA/Code Cost:** $65K - $80K

### Library

- Provide code compliant hand rails at exterior stairs and ramp
- Provide automatic door opener at accessible entry
- Provide walkways to rear exit doors
- Replace door hardware
- Modify stair walls and Basement door to meet code clearances
- Provide separate male and female bathrooms
- Provide dual-height drinking fountains
- Provide heat recovery ventilation for entire building
- Provide elevator 2-story to access Basement meeting room

**Estimated ADA/Code Cost:** $200K - $240K

### Annex

- Replace roof shingles
- Replace non-insulated windows
- Replace boiler with propane high efficiency unit
- Upgrade lighting, wiring and receptacles
- Replace existing electrical panel
- Replace exhaust fan in bathroom
- Paint building

**Estimated Repairs Cost:** $73K - $86K

### Library

- Replace non-insulated windows
- Reinforce first floor of 1897 wing for additional library stack loads
- Install eave vents at soffit in 1972 wing
- Insulate Basement/crawl space walls
- Upgrade lighting
- Replace one furnace with propane high efficiency unit
- Replace exhaust fan in bathroom

**Estimated Repairs Cost:** $66K - $78K

### Library

- Provide code compliant hand rails at exterior stairs and ramp
- Provide automatic door opener at accessible entry
- Provide walkways to rear exit doors
- Replace door hardware
- Modify stair walls and Basement door to meet code clearances
- Provide separate male and female bathrooms
- Provide dual-height drinking fountains
- Provide heat recovery ventilation for entire building
- Provide elevator 2-story to access Basement meeting room

**Estimated ADA/Code Cost:** $200K - $240K

### Library

- Replace non-insulated windows
- Reinforce first floor of 1897 wing for additional library stack loads
- Install eave vents at soffit in 1972 wing
- Insulate Basement/crawl space walls
- Upgrade lighting
- Replace one furnace with propane high efficiency unit
- Replace exhaust fan in bathroom

**Estimated Repairs Cost:** $66K - $78K

### Historical Society

- Provide code compliant hand rails at exterior stairs and ramp
- Provide automatic door opener at accessible entry
- Provide walkways to rear exit doors
- Replace door hardware
- Modify stair walls and Basement door to meet code clearances
- Provide separate male and female bathrooms
- Provide dual-height drinking fountains
- Provide heat recovery ventilation for entire building
- Provide elevator 2-story to access Basement meeting room

**Estimated ADA/Code Cost:** $200K - $240K

### Historical Society

- Provide code compliant hand rails at exterior stairs and ramp
- Provide automatic door opener at accessible entry
- Provide walkways to rear exit doors
- Replace door hardware
- Modify stair walls and Basement door to meet code clearances
- Provide separate male and female bathrooms
- Provide dual-height drinking fountains
- Provide heat recovery ventilation for entire building
- Provide elevator 2-story to access Basement meeting room

**Estimated ADA/Code Cost:** $200K - $240K
### ADA and Code Compliance Improvements

<table>
<thead>
<tr>
<th>Historical Society</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provide code compliant hand rails at exterior stairs and ramp</td>
</tr>
<tr>
<td>Provide automatic door opener at accessible entry</td>
</tr>
<tr>
<td>Replace door hardware</td>
</tr>
<tr>
<td>Provide hand rail for stair to storage Basement</td>
</tr>
<tr>
<td>Provide single accessible unisex bathroom</td>
</tr>
<tr>
<td>Provide dual-height drinking fountains</td>
</tr>
<tr>
<td>Provide mechanical system with heat recovery ventilation for building</td>
</tr>
<tr>
<td>Add horn/strobes and fire alarm pull for fire alarm system</td>
</tr>
</tbody>
</table>

**Estimated ADA/Code Cost:** $55K - $71K

### Necessary Repairs/Maintenance

<table>
<thead>
<tr>
<th>Historical Society</th>
</tr>
</thead>
<tbody>
<tr>
<td>Replace non-insulated windows</td>
</tr>
<tr>
<td>Raise and/or relocate Freight Depot and build new insulated, conditioned and waterproofed Basement</td>
</tr>
<tr>
<td>Provide additional lighting</td>
</tr>
</tbody>
</table>

**Estimated Repairs Cost:** $74K - $93K

### Summary

- ADA/Code improvements are mandatory
  - Safety risks and potential lawsuits
  - Cost of repairs addresses compliance only. The existing building space is used to achieve compliance making the buildings even less functional
  - Adding an enclosed stair to Town Hall uses space
  - Library may lose stacks in order to meet clearances for code compliance
  - All 4 buildings lose space for accessible bathrooms
  - Repairs and maintenance are necessary for building upkeep
  - Better done early before issues become more costly to fix
  - Making mandatory repairs and necessary repairs/maintenance costs $1,090K - $1,311K and does not help solve functional space needs
  - It would be advantageous to apply those costs to expansion/renovation

### Site Design Options

<table>
<thead>
<tr>
<th>Option 1 – Town Hall site, expand/renovate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option 1 – Town Hall site with Church Property</strong></td>
</tr>
<tr>
<td><strong>Option 2 – Town Hall site with Church Property</strong></td>
</tr>
<tr>
<td><strong>Option 2D – Town Hall site with Church Property</strong></td>
</tr>
<tr>
<td><strong>Option 5 – Stevens Field and Town Hall sites</strong></td>
</tr>
</tbody>
</table>

### Option 1

<table>
<thead>
<tr>
<th><strong>Option 1 – Town Hall site, expand/renovate</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option 2 – Town Hall site with Church Property</strong></td>
</tr>
<tr>
<td><strong>Option 2D – Town Hall site with Church Property</strong></td>
</tr>
<tr>
<td><strong>Option 5 – Stevens Field and Town Hall sites</strong></td>
</tr>
</tbody>
</table>

### Option 1 Pros/Cons

**PROs**
- Maintains Buildings at Town Center
- Combined Library/Historical Society allows greater access to museum displays
- 2-Story Town Hall allows for Meeting Room in Town Hall first floor
- 2-Story buildings reduce site coverage
- Elevators allow access to existing Town Hall second floor and Library basements

**CONs**
- Site will have very crowded appearance
- Large massing of buildings detracts from historic appearance
- Significant non-compliance with zoning
- Not enough parking
- Limited site area to accommodate storm drainage systems
- Tool Shed will need to be located elsewhere
- Leach field only fits under parking lot
- Higher maintenance cost with two elevators

### Option 1 Pros/Cons

<table>
<thead>
<tr>
<th><strong>Option 1 – Town Hall site, expand/renovate</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option 2 – Town Hall site with Church Property</strong></td>
</tr>
<tr>
<td><strong>Option 2D – Town Hall site with Church Property</strong></td>
</tr>
<tr>
<td><strong>Option 5 – Stevens Field and Town Hall sites</strong></td>
</tr>
</tbody>
</table>

### Option 1 Pros/Cons

<table>
<thead>
<tr>
<th><strong>Option 1 – Town Hall site, expand/renovate</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option 2 – Town Hall site with Church Property</strong></td>
</tr>
<tr>
<td><strong>Option 2D – Town Hall site with Church Property</strong></td>
</tr>
<tr>
<td><strong>Option 5 – Stevens Field and Town Hall sites</strong></td>
</tr>
</tbody>
</table>


### Option 1 Phased Cost

<table>
<thead>
<tr>
<th>Phase</th>
<th>Construction Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase 1, Town Hall</td>
<td>$2,091K - $2,566K</td>
</tr>
<tr>
<td>Phase 2-1, Library/Historical Society</td>
<td>$2,282K - $2,829K</td>
</tr>
<tr>
<td>Phase 2-2, Renovate Library</td>
<td>$311K - $403K</td>
</tr>
<tr>
<td>Phase 3, Renovate Freight Depot</td>
<td>$82K - $99K</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$4,766K - $5,897K</strong></td>
</tr>
</tbody>
</table>

### Option 2 Phased Cost

<table>
<thead>
<tr>
<th>Phase</th>
<th>Construction Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase 1, Town Hall</td>
<td>$2,211K - $2,783K</td>
</tr>
<tr>
<td>Phase 2-1, Library/Historical Society</td>
<td>$1,729K - $2,129K</td>
</tr>
<tr>
<td>Phase 2-2, Library/Historical Society</td>
<td>$1,124K - $1,454K</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$5,064K - $6,366K</strong></td>
</tr>
</tbody>
</table>

### Option 2

- **Option 2** – Town Hall site with Church Property
  - 2-story Town Hall
    - Expand Town Hall
    - Renovate Existing Town Hall for Meeting Room
  - 2-story Library/Historical Society
    - Expand buildings for combined use
    - Renovate Existing Library
    - Relocate Existing Freight Depot and Tool Shed

### Option 2 Pros/Cons

**PROs**
- Maintains Buildings at Town Center
- Creates a historic Town Green
- Combined Library/Historical Society allows greater access to museum displays
- 2-story Town Hall allows for Meeting Room in Town Hall first floor
- 2-story buildings reduce site coverage
- Elevators allow access to existing Town Hall second floor and Library basements
- Minimal Zoning non-compliance
- Existing trees serve as buffer to screen parking
- Site has capacity for rain gardens for storm drainage

**CONs**
- Requires purchase of land from Church
- Higher maintenance cost with two elevators
- Town Hall departments better located on one floor

### Option 2D

- **Option 2D** – Town Hall site with Church Property
  - 1-story New Town Hall
  - 1-story Library
  - Expand Library
  - Renovate Existing Library
  - 1-story Historical Society
  - Renovate Existing Town Hall for Display Space
  - Relocate Existing Freight Depot and Tool Shed

### Option 2D Pros/Cons

**PROs**
- Maintains Buildings at Town Center
- Creates a historic Town Green
- Phasing permits Library expansion before Historical Society, multiple Library phases possible
- Town Hall one floor, new construction, no elevator
- Capacity for meeting parking needs
- Minimal Zoning non-compliance
- Elevator allows access to existing Library Basements
- Existing trees serve as buffer to screen new Town Hall
- Site has capacity for rain gardens for storm drainage
- Phasing permits lower initial costs

**CONs**
- Requires purchase of land from Church
- Parking is located at front and center of site
- Access to Historical Society Displays separate from Library
- One story buildings increase site coverage
**Option 2D Phased Cost**

<table>
<thead>
<tr>
<th>Phase</th>
<th>Construction Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase 1, New Town Hall</td>
<td>$1,895K - $2,407K</td>
</tr>
<tr>
<td>Phase 2-1, Library</td>
<td>$887K - $1,055K</td>
</tr>
<tr>
<td>Phase 2-2, Library</td>
<td>$1,231K - $1,584K</td>
</tr>
<tr>
<td>Phase 3-1, Renovate Town Hall for H.S.</td>
<td>$216K - $252K</td>
</tr>
<tr>
<td>Phase 3-2, Historical Society</td>
<td>$848K - $992K</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$5,077K - $6,290K</strong></td>
</tr>
</tbody>
</table>

**Option 5 Phased Cost**

<table>
<thead>
<tr>
<th>Phase</th>
<th>Construction Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase 1, New Town Hall</td>
<td>$1,775K - $2,220K</td>
</tr>
<tr>
<td>Phase 2-1, Relocate Existing Town Hall w/New Basement for H.S.</td>
<td>$216K - $254K</td>
</tr>
<tr>
<td>Phase 2-2, Relocate/Demolish Annex and Sitework</td>
<td>$315K - $395K</td>
</tr>
<tr>
<td>Phase 3, Expansion Library and Historical Society</td>
<td>$1,851K - $2,313K</td>
</tr>
<tr>
<td>Phase 4-1, Renovate Old Town Hall for H.S.</td>
<td>$314K - $398K</td>
</tr>
<tr>
<td>Phase 4-2, Renovate Freight Depot</td>
<td>$84K - $102K</td>
</tr>
<tr>
<td>Phase 5, Town Hall Meeting Room</td>
<td>$348K - $450K</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$4,903K - $6,132K</strong></td>
</tr>
</tbody>
</table>

**Comparison of Phased Costs**

<table>
<thead>
<tr>
<th>Option</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1*</td>
<td>$4,766K - $5,897K</td>
</tr>
<tr>
<td>Option 2*</td>
<td>$5,064K - $6,366K</td>
</tr>
<tr>
<td>Option 2D*</td>
<td>$4,903K - $6,132K</td>
</tr>
<tr>
<td><strong>TOTAL Improvements/Repairs</strong></td>
<td><strong>$1,090K - $1,311K</strong></td>
</tr>
</tbody>
</table>

**Recommendation – First Choice**

**Option 2D**

Phase 1, Town Hall
- Purchase Church Property
- Town Hall New Construction
- Sitework
  
  $1,895K - $2,407K
**Recommendation – First Choice**

**Option 2D**

- Phase 2-1, Library
  - Relocate Tool Shed
  - Relocate Existing Freight Depot
  - New Construction Wing 1, Basement, Elevator
  - Library Sitework
  - $887K - $1,055K

**Recommendation – Second Choice**

**Option 5**

- Phase 1, Town Hall
  - Town Hall New Construction
  - Sitework Stevens Field
  - $1,775K - $2,220K

---

**Recommendation – First Choice**

**Option 2D**

- Phase 2-2, Library
  - New Construction Wings 2, 3
  - Renovation
  - Additional Sitework Due to Phasing
  - $1,231K - $1,584K

**Recommendation – Second Choice**

**Option 5**

- Phase 2, Library/Historical Society
  - Relocate or Demolish Annex
  - Relocate Existing Town Hall Building, New Basement
  - Library/Historical Society Sitework
  - $531K - $649K

---

**Recommendation – First Choice**

**Option 2D**

- Phase 3, Historical Society
  - New Construction, Basement
  - Existing Town Hall: New Basement, Raise Building
  - Renovation Freight Depot
  - Renovation/Display Space
  - Additional Sitework Due to Phasing
  - $1,064K - $1,244K

**Recommendation – Second Choice**

**Option 5**

- Phase 3, Library/Historical Society
  - Relocate Freight Depot
  - New Construction, Basement, Elevator
  - Renovation Library
  - $1,851K - $2,313K
Recommendation – Second Choice

Option 5
Phase 4, Historical Society
 Renovation Old Town Hall
 Renovation Freight Depot
$398K - $500K

Comparison

Tax Impact
Per $1,000K, 20 Year 3.25% Interest Rate
Year 1 18.7¢/$1K Valuation
Year 10 15.4¢/$1K Valuation
Per $5,000K, 20 Year 3.25% Interest Rate
Year 1 93¢/$1K Valuation
Year 10 77¢/$1K Valuation
Per $6,000K, 20 Year 3.25% Interest Rate
Year 1 $1.12/$1K Valuation
Year 10 92¢/$1K Valuation

Recommendation – Second Choice

Option 5
Phase 5, Town Hall
 Expand Town Hall Stevens Field for Meeting Space
 Additional Sitework
$348K - $450K

Recommendations

Option 2D

Option 5

Alternate Options

Option 2

Option 1
PUBLIC INPUT

We Welcome Your Questions, Comments and Ideas

Questions?

Documents are Available on Town Website:
http://leenh.org/Pages/LeeNH_BComm/Facilities/index

Comments can be Emailed to facilitiescommittee@leenh.org

LEE TOWN CENTER
MUNICIPAL FACILITIES

Presented by LEE SELECT BOARD, LEE FACILITIES COMMITTEE
ART GUADANO, AIA, LEED AP BD+C