



Farley Building Committee Minutes March 10, 2021

The meeting was held via Zoom starting at 5:00 pm, Wednesday, March 10, 2021

Members present:

Doug Cleveland, Planning Board representative
Karla Vogel, Heritage Commission representative
Lynn Schur, Community Volunteer
Dr. Jeanne Smith-Cripps, Community Volunteer
David Sullivan, Community Volunteer
Mike Leavitt, Budget Committee representative
Lori Radke, Town Administrator (non-voting)
Joan Cudworth, Director of Public Works (non-voting)
David Petry, Select Board representative
Kevin Anderson, Chairman-Community Volunteer

Absent:

Michael Bates-Historic District representative

Discussion –

Kevin Anderson asked for clarification for square footage usage in the SAU Building. TH is 13,797 square feet, and Farley is about 8,000 square feet. Mike Leavitt confirmed those numbers. Mike said there is plenty of room for offices in Farley for TH. Kevin Anderson wanted to clarify that based on TH and SAU needs, the current Space in Farley would not accommodate both. Kevin Anderson asked if the last meeting's focus was to utilize this space for TH and Town Clerk. Lynn Schur suggested developing a master plan for Farley, including a proposed elevator for future use. Lynn suggested keeping TH office in the current TH while making the old art room a meeting room and the rest of the building for offices for SAU.

Kevin said the elevator should be determined by use. Kevin asked if TH office stays in TH can the Community Room be used for offices. Karla thought the art room would make a great meeting room where partitions can be used if needed. The other side of the first floor could be used for the Town Clerk. Karla suggested that part of the building could be used for storage for boards, committees, and commissions.

Kevin asked about the technology in the current meeting room. David Petry confirmed it is up to date. David suggested this committee focus on Farley and not on TH. He urged the committee to come up with three different options for Farley. One of the possible options would be a teardown and rebuild. This option would allow the committee to reconfigure the inside anyway and keep the outside the same. One viable option would be to convert the space for TH. David had concerns with the amount of space the SAU is proposing to need. Much of the space need may be required for storage, which can be digitized and keeping only the documents that need to stay in print form. David suggested we lay out all three options and take a poll of the committee. At this time, we should not be excluding anything. We need to include the Town Clerk space as we are now paying rent for Town Clerk space. David believes a traffic study will need to be conducted. Mike Leavitt mentioned that SAU now has 10 offices and would need 17 offices.

David asked if there was a code for office space. Kevin said there is based on use. A typical office is about a few hundred square feet. Lynn mentioned that the proposed SAU offices are small; however, the current building is

not conducive to the space needed. David said that the total square feet needed for TH is 2186, which could fit in Farley's first floor. The second floor could potentially be SAU. Mike said that SAU would need about 5,000 square feet, not including storage. David suggested the SAU numbers may be overstated.

David suggested we take the first floor and second floor of Farley and draw in some offices. Lori said she would send the committee a floor plan of Farley that can be used to draw in office space. David asked about moving interior walls--Kevin confirmed they are not load-barring and can be moved. Kevin suggested we do as much work as possible with the design before we contact SAU. There was discussion around the staircase and ADA Codes. More discussion on moving TH to Farley, thus opening the current TH for more meeting space.

Recap Possible Options were discussed:

Option one is taking the building and drawing in proposed offices on the first and second floor and third floor--Then we can prioritize.

Option two is to tear down and rebuild, and layout anyway we want.

Option three could be a hybrid with office and meeting rooms and no SAU.

A possible fourth option is to tear it down and do nothing.

Doug said SAU is currently 5,000 square feet and 1,000 square feet for the town clerk, which leaves about 2,000 square feet leftover for meeting rooms.

David Petry suggested this exercise will also let us know how many parking spaces would be needed. Doug said a parking study was conducted at the middle school many years ago, which yielded 30-40 cars that can park on the property. Dave reiterated that a traffic study would need to be conducted. Joan said she spoke with both Chiefs, and they are in favor of taking both driveways back.

Karla looked up the historic preservation guidelines from NH Preservation Society. She said they would come up with a plan. Their grant proposals are year-round. They don't make awards until December. Kevin said we should know what we want to use the building before we approach grant money. David said if needed, we can extend the committee if necessary to get and use the grant. David Sullivan said they talked about applying for the grant in 2011; however, many of the grants were a 50-50 match. Unfortunately, there was no money from the town at the time to cover the 50%. Karla mentioned the possibility of asking NH Preservation to conduct a structural report which can be used when applying for grants. Karla said she would investigate the cost. Kevin also asked for some examples from other towns. Karla said there are workshops available. David Sullivan said Lisa Sasser would charge \$4,500 to do drawings and schematics. Karla said assessment grants are intended to fund up to 50% of hiring consultants up to \$4,500.

David Sullivan did reach out to Ron Pike. They are meeting at 3:30 pm tomorrow. He said he should have an idea of the scope of work to preserve the building.

Meeting adjourned at 6:00 pm

Next meeting is March 24th, 2021 at 5:00 pm.

Submitted by,

Lori Radke
Town Administrator

