

TOWN HALL PRESERVATION COMMITTEE
TOWN OF HOOKSETT



MINUTES OF MEETING
May 8, 2013

Members present: Jim Sullivan, Kathie Northrup, Tom Walsh. Also present: Katie Rosengren, Dean Shankle, JoAnn Duffy.

Meeting called to order at 5:00 p.m. at the library.

Kathie moved acceptance of the 4/18/13 minutes; Tom seconded. Unanimously approved.

Katie followed up on what code problems on the list dated 4/2/10 would remain if the second floor were to be removed. See attached.

Reviewed the list in detail.

- 1-hour rating on storage areas and basement ceiling refers to fire. 5/18" sheetrock would cure.
- Electrical box in basement - question separation from what?
- Discussed bathrooms and accessibility. Could both be handicapped access? Jo Ann advises there's a regulation regarding this; she will look it up.
- Comment re balcony interpreted to mean there would be no room for stairs
- Pipes too small and rusted - question if this refers to oil pipes

Tom will contact Leo to arrange access to the building and check out remaining violations. He will have a copy of the floor plan made for his use. He will also contact an electrician for possible assistance. If he can find a couple volunteers to help him work on demo, a DPW truck would be made available for disposal of materials.

Kathie asked about seeking volunteer labor from local groups. Members thought not at this time.

Katie distributed info about the NH Preservation Alliance grant application. She will contact Dunbarton as they have recently gone through this process and may be able to offer some insight. Dean advises that the matching funds may come out of building maintenance. Kathie will send Katie a copy of the history of the building from the State Register application. Katie will work on the grant application.

Kathie will send members the website of a possible grant—small, rural towns; use as a community facility, etc.

Discussed barrier-free access ramp at the rear of Prescott and the new door that will be required. Jim will send the group a reference to an architectural salvage website with old exterior doors; all agreed that from the interior of the Prescott this “new” entrance door will be very visible so must match the materials and style of the existing front door.

Talked about Heritage Day on Saturday, May 25. Tom will be at the old town hall from noon to 2 p.m. to talk with visitors, get their ideas about usage, etc. Dean has a folder with photographs which could be displayed. Kathie will revise the poster to include this and send it out for distribution.

Kathie read an excerpt from old Clerk's minutes regarding use the 1937 addition. Town groups and organizations who wanted the addition built submitted letters or testimony to the town asserting that they would use the building for their meetings and events. Perhaps we could encourage present-day groups to do the same once the town hall is ready for visitors.

Katie brought to our attention that John Danforth is still listed as the contact on the website. Jim advised that John has resigned from this committee so Jim's name will be substituted. Jim also wondered if we could add some old pictures to the page.

Jim will do a press release advising of the work of the committee and seeking new members.

Next meetings: June 5 and June 26, 5 p.m., municipal building. Notices will be posted.

Meeting adjourned at 6:00 p.m.

Kathleen Northrup, Member
May 12, 2013

Next meeting - Wednesday, June 5, 5:00 p.m., town offices

Remaining Violations for Old Town Hall

Egress:	Rear entrance must be covered and possibly rebuilt (no storage beneath allowed) need handrail
Interior Structures:	All storage areas must have 1 hour rating Basement ceiling must have 1 hour rating
Electrical:	Electrical box in basement must have separation Need exterior lights Numerous electrical issues throughout the building
Plumbing:	1st floor bathroom has one handicap bathroom Because of the code requirement for bathrooms, it would not be possible to completely open up the "balcony", west wall.
Mechanical:	Oil tank in basement must be separated and system badly rusted Pipes too small and rusted Burner located in closet in council chambers not rated/no separation Propane furnace in the attic space has issues No natural ventilation and no mechanical ventilation observed

*Any renovation or changes to the building will require an architectural stamped drawing that is specific to the proposed use.



Town of Hooksett

BUILDING DEPARTMENT
35 Main Street
Hooksett, NH 03106

To: C. Granfield
From: P. Rowell, M. Hoisington, & R. Pelletier
Date: April 2, 2010
Re: Old Town Hall, 16 Main Street

On April 1, 2010 an informal inspection was conducted of the Old Town Hall, located at 16 Main Street by Peter Rowell, Code Enforcement Officer, Mike Hoisington, Deputy Fire Chief, and Russ Pelletier, Facilities Committee. This report is not intended to be all-inclusive and is general in nature. The specific use would be required to determine a more specific list.

General findings:

Egress -

- Rear Entrance must be covered and possibly rebuilt (no storage beneath allowed) need handrail
- Fire Escape stairs need to be evaluated to determine if they meet code. (Issues viewed were step to landing, rail, and terminating at a public way as well as outside lighting and emergency lighting)
- Front entrance is currently handicap accessible
- Internal stairway to second floor does not meet code. Must be entirely rebuilt
- Lift/elevator does not meet code
- Windows in second floor upper level office must be safety glass.
- Corridor doors, when open cannot block more than 50% of corridor width.

Interior structure -

- All non-fire rated paneling must removed (found in almost all areas of the building)
- Must be 1 hours separation between floor and ceiling on 1st and 2nd floors
- All storage areas must have 1 hour rating
- Basement ceiling must have 1 hour rating
- 2nd floor corridor walls must be 1 hour rated
- Carpeting must be fire rated
- 2nd floor administrative office (upper level) can be used for storage only

- All corridor doors on 1st and 2nd floors must be fire rated
- 2nd floor egress stairway must be separated from 1st floor by 1 hour assembly.

Electrical –

- Numerous electrical issues 2nd floor computer room and attic space
- Electrical box in basement must have separation
- Need exterior lights
- Numerous electrical issues throughout the building

Plumbing –

- 1st floor bathroom has one handicap bathroom
- 2nd floor has no handicap bathrooms
- Because of the code requirement for bathrooms, it would not be possible to completely open up the “balcony”, west wall.

Mechanical –

- Oil tank in basement must be separated and system badly rusted
- Pipes too small and rusted
- Burner located in closet in council chambers not rated/no separation.
- Propane furnace in the attic space has issues
- No natural ventilation and no mechanical ventilation observed

***Any renovation or changes to the building will require an architectural stamped drawing that is specific to the proposed use.**