

Odd Fellows Hall / Old Town Hall



800 New Hampshire Route 140, Gilmanon Iron Works, NH 03837

Condition Assessment Report for the Town of Gilmanon

December 10, 2019

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PO Box 430
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This report was created with the assistance of John Dickey

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Part 1 Introduction

Executive Summary

Executive Summary

The Old Town Hall, located in the center of Gilmanton Iron Works Village, was built in 1902-03 for the Highland Lodge (#33) of the International Order of Old Fellows (I.O.O.F.). The hall on the second floor was also used by the Crystal Lake Grange.

This structure is only one of two public buildings that survived the devastating fire that destroyed the center of the Iron Works Village in 1915.

The building was purchased from the Old Fellows by the Town of Gilmanton in 1926 and was used by the Town of Gilmanton as town offices until 1989. The police department continued to occupy the building until 2011. In 2012, the Gilmanton Historical Society renovated the ground level for use as a museum and office.

In 2011, the building was placed on the State Register of Historic Places.

Since its construction, the Old Town Hall has been utilized to hold community events, weddings, funeral receptions, dances, parties, Historical Society meetings, exercise classes, boy scout/girl scout meetings as well as many other community events.

Various town committees have also utilized the building rather than using the Academy, due to the superior acoustics in the Old Town Hall compared to the Academy.

After the move of town offices to the Academy in 1989, a Town Committee was tasked with raising funds for the Academy and the Old Town Hall under Phases #1 and Phase #2. Phase #2 raised money for such items as refinishing of the Old Town Hall floor, repainting the interior of the first floor and improving ADA access by the installation of the current ADA ramp.

In 1991, a town-wide celebration was held at the Old Town Hall to showcase the accomplishments made to the Old Town Hall so that the public could continue to utilize the building as they had been for the previous 88 years.

Since that time, with the exception of a new roof and some painting, only basic routine maintenance has been accomplished.

In 2010, a town committee to review all town-owned property was formed. Concerning the Old Town Hall, the committee agreed that this building is a major asset to the town and community and recommended that the town be proactive to insure the building's availability for future generations to enjoy.

Unfortunately, that recommendation was not acted upon.

This Condition Assessment approached the restoration/rehabilitation for the Old Town Hall by breaking the work down into two distinct Phases.

PHASE #1 This phase deals with the exterior envelope of the building, the interior space on the first floor, upgrades to the building for health as well as safety concerns and improving the existing ADA access to the lower and first floor levels.

Exterior

1. Paint entire building exterior	\$ 35,000
2. Restore windows, all levels	38,000
3. Install storm windows, 2 nd and 3 rd levels	15,000
4. Replace missing roof shingles (same time as painting)	1,000
5. Repair deck of main entry porch	1,500
6. Replace deck on ADA ramp, widen also	4,500
7. Replace ADA ramp on lower level into museum space	1,500
8. Adjust grade on north and east sides for positive drainage	2,000

Interior

9. Install dehumidifier in main cellar	300
10. Remove debris from basement, install sand, crushed stone	8,000
11. Replace deteriorated basement metal columns	3,500
12. Refinish/repair auditorium floor	6,000
13. Install Fire safety crash bars on entrance doors	1,500
14. Install Fire-rated wall and door at stairs to second floor	2,500
15. Seal gap along bathroom floor (first floor level)	200
16. Clean and paint walls in bathroom at landing, install heat diffuser	500
17. Replace main furnace and all ductwork, new ductwork sealed/insulated	25,000
18. Install point of use water heaters at sinks	2,000
19. Update all electrical wiring, basement and first floors	<u>13,500</u>

Subtotal	161,150
Contingency @ 10%	16,150
Supervision @ 10%	<u>16,150</u>

TOTAL PHASE # 1 194,000

Phase #1 could be started at the end of 2020 and completed in 2021. Completion of this phase would allow the building to be used again by the community. It should be clearly understood that the work accomplished under Phase #1 will meet the meeting space needs of the community for many decades and generations to come.

Phase # 2 This future phase deals with the second floor of the Old Town Hall as well as a new addition to the back of the building that would contain an elevator and a new code compliant stairway. **This phase is not contemplated or needed at this time but is included as part of the condition assessment report.**

Phase #2

1. Structural upgrade to second floor framing	\$	40,000
2. Construct addition with elevator, code compliant stairs and bathrooms		450,000
3. Repair/refinish all interior surfaces, 2 nd floor		<u>200,000</u>
	Subtotal	690,000
	Contingency @ 10%	69,000
	Supervision @ 10%	<u>69,000</u>
	TOTAL FUTURE PHASE #2	828,000

Phase #2 would not be implemented until a demonstrated need and use for the additional space has been determined. This phase is not required to allow the community to utilize the Old Town Hall after Phase # 1 is completed.

Project information

This conditions assessment team consists of Bedard Preservation & Restoration LLC and John Dickey.

The Old Town Hall was added to the New Hampshire State Register of Historic Places in 2011.

Due to the expansion of town government, the assembly space on the second floor of the Town Hall/Academy Building is no longer available for use by residents of the town for private functions. This means that at present that there are no other large meeting spaces for available.

The selectmen in support an article on the 2020 Town Warrant to help rehabilitate/restore the Old Town Hall for use by the general public.



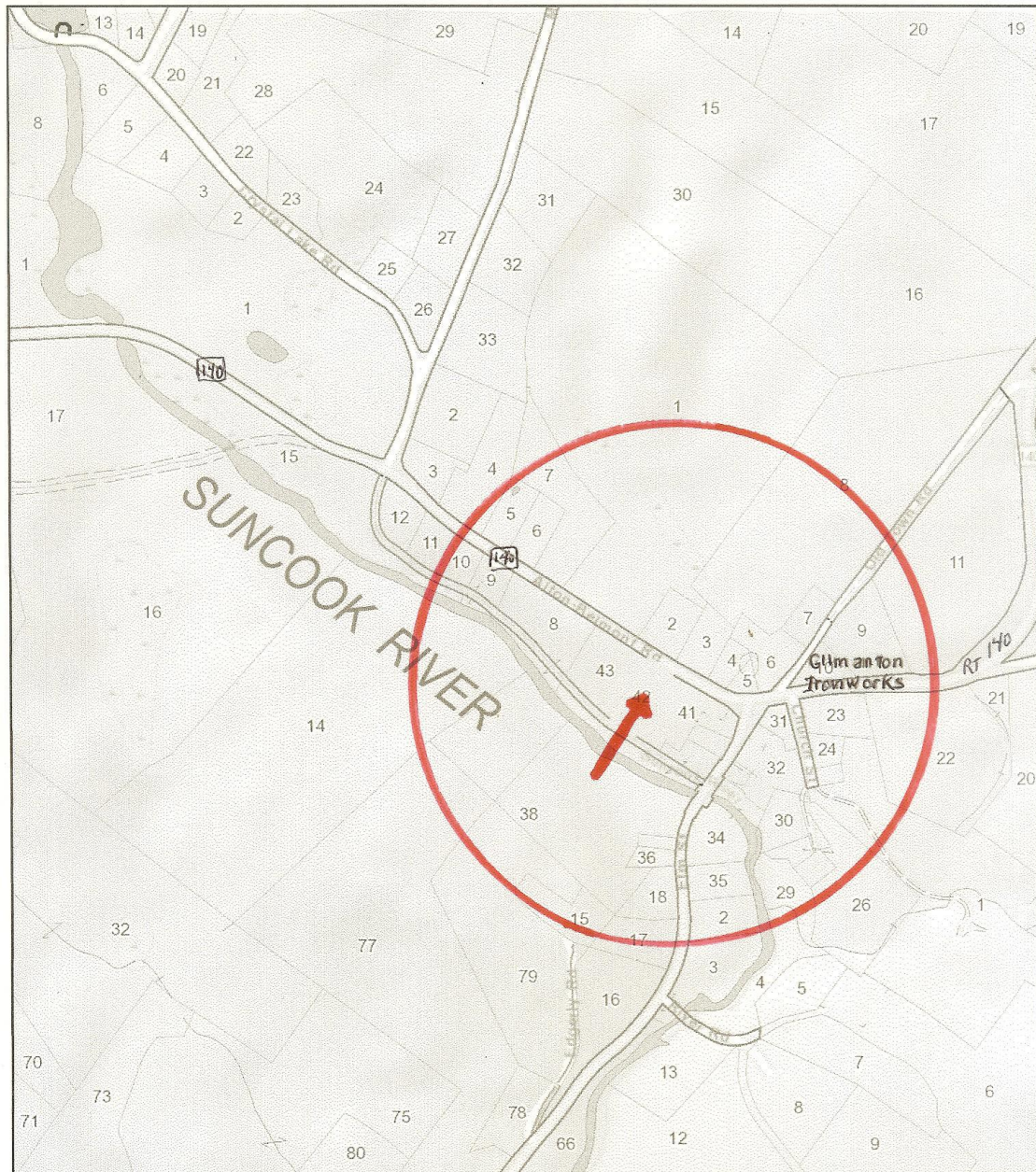
Gilmanville, NH

1 inch = 547 Feet

CAI Technologies
Premier Mapping | Geographic Software

0 547 1094 1641

January 28, 2020



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misrepresentation of this map.

Part 2 History and Development of the Property

The Old Town Hall was constructed in the center of Gilmanton Iron Works village in 1902-03 for the Highland Lodge (#33) of the International Order of Odd Fellows (I.O.O.F.) with a hall also used by the Crystal Lake Grange on the second floor. Built by a local contractor named Price, the building is a large, hip-roofed, rectangular structure measuring about 56 feet in length by 36 feet in breadth. Attached to the northeast corner of the main block is an 18 foot square tower which provides the only access to the second floor. There is a full basement (with dry-laid granite walls and earthen floor) under the auditorium portion of the building; the remainder of the at-grade, ground level at the rear of the building currently houses the Gilmanton Historical Society museum. The first floor of the main block is entirely occupied by a large auditorium with a stage and small kitchen at its western end. The ceiling in the auditorium is pressed metal. The walls are plastered above a chair rail with beaded wainscot below. On the second floor, the rear (west) portion is occupied by a meeting room with slightly smaller dimensions than the auditorium; the front of the second floor is occupied by a series of small, interconnected antechambers or lobbies. Both the ceiling and the walls in function room are pressed metal. The lower portion of the walls is finished in beaded wainscot. The tower provides access to a small third floor room and an attic. The original construction also included horse sheds at the rear of the building. The sheds have been gone for many years.



Old Town Hall setting, looking west on Route 140



Old Town Hall setting, looking east on Route 140

The Old Town Hall was one of only two public buildings that escaped a devastating fire that destroyed the center of the Iron Works village in 1915. The other survivor is the 1826 Congregational Church that stands on the opposite side of Route 140 from the Old Town Hall. During the period when the Old Town Hall was owned and used by the Odd Fellows and the Grange (1902-1926), it was also used for community gatherings, social events and as a voting station. In 1926 the Odd Fellows offered to sell the building to the Town of Gilmanton for use as a town hall. Town Meeting that year approved the purchase and it was used as Gilmanton's town hall until 1989 when town offices outgrew the space and were moved to the renovated Gilmanton Academy building in the Gilmanton Corners part of town. The Gilmanton Police Department continued to use the ground level of the building from 1989 until they moved into a new public safety building which was completed in 2011. During the Police Department's occupancy, a new septic system was installed at the rear of the property in 2008. After the Police Department's departure, the Historical Society renovated the ground level of the building in 2012 for use as a museum and office.

During the time when the building was used for town offices (1926-1989), regular maintenance kept the building in generally good condition. For many years, however, the second floor has been closed off, unused, and thus not been maintained. There is only one means of egress to the second floor via a

relatively steep wooden stairway. At one time there was also a metal fire escape attached to the rear of the building for emergency egress. It has subsequently been removed.

In 1989 when town offices were moved to the Academy, a local effort raised funds to restore the first floor auditorium so that it could continue to be used as a community meeting space. At that same time, a ramp and a doorway on the west side (in place of a window) were added so that the first floor would be handicapped accessible. Since then, the auditorium has been well maintained and remains in good condition. The only other modification to the building during the long period of town ownership has been the construction of a small, approximately 15 feet by 30 feet one-story, lower-level addition at the southwest corner of the building. It was built some time after the town acquired the building (date of construction unknown, although it could date to the late 1920s or 1930s) and contains one room originally designed for use as an office by the town clerk and an adjacent fire-proof vault for the storage of town records. Having lost many of their records in the 1915 fire, the town would have been painfully aware of the need to have an area protected from fire.

When town office space needs began to outgrow the area available in the Old Town Hall in the 1980s, a Town Buildings Use Committee was formed to study alternative ways to provide adequate space for town functions. That Committee issued a report in December, 1987. As part of the Committee's efforts, they hired architect Paul Mirski to study both the Old Town Hall and the Academy to determine how each might be renovated to provide for the town's needs. A preliminary analysis was done for each building and conceptual plans and cost estimates were prepared. Mirski's report was issued in October, 1987. At the conclusion of this work, the town voted to renovate the Academy and to move town offices out of the Old Town Hall.

In 2010, a Gilmanton Building Capital Improvements Study Committee was formed by the Board of Selectmen to look at all town-owned buildings. In its report, the Committee's principal recommendation for the Old Town Hall was "The Town should definitely retain ownership of the building and continue maintain the building envelope." Other recommendations for maintenance and repair were also included in that report.

The Old Town Hall was added to the New Hampshire State Register of Historic Places in 2011.



Early 1900's postcard
with horse shed in left background



1907 postcard with horse sheds in left background

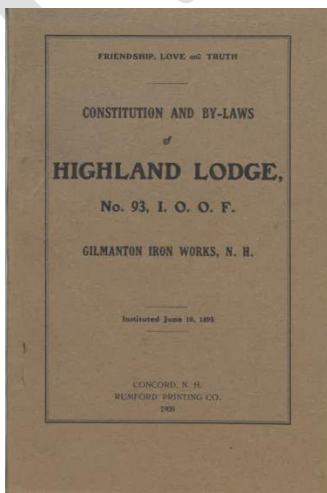


T. H. - 1915

This photo was taken after the fire in 1915, showing how the Old Fellows Hall had escaped the devastation. Please note the horse sheds to the left and back of the Hall



Old Fellows Ceremonial Gathering, early 1900's, before tin ceiling is installed



Hand book published 1908

Hello Folks!

Here it is Saturday Again

and we are all ready to give you one
of those good old evenings
entertainment and

DANCE

The NEW TOWN HALL

Formerly I. O. O. F. Hall

Gilmanton Iron Works

Music the Same as Last Week

Ross & His Gang

No one expected to have such a good time. They
go miles to dance by this music. They follow
them everywhere

Novelties Given Away Free
Something Different Each Week

We Guarantee You a Good Time

Dancing Every Saturday

ADMISSION 50c

Late 1920's Dance Advertisement
Ross and His Gang must have put on quite a show!

Character-Defining Features

The character-defining features for the Old Town Hall start with the exterior of the building. This all-wood building with a Second Empire tower is character-defining. This would also include the windows and trim, front and side entrances. The only area of the exterior that would not be considered character-defining is the simple late 1920's/early 1930's town office lean-to and concrete vault. These are located on the westerly and southerly sides of the building.

Additional exterior character-defining features include:

- clapboard siding
- 9 over 2 windows
- bracketed eaves
- granite foundation walls above grade
- brick chimney on west side of the building
- dormers on front façade roof as well as dormers on the tower section
- decorative wood shingles on the tower

First floor interior character-defining features would include the auditorium with pressed tin ceiling and wood wainscoted walls with plaster above. This includes the stage with unpainted bead board walls and ceiling, also with a decorative "G" wood keystone in the stage-opening arch surround.

The ticket booth with ticket opening grate, sliding wooden security panel and various 1900's graffiti would also be considered character defining.

The second floor meeting space, with its pressed tin ceiling and walls above a wood wainscoting are character-defining.

The third floor finished room in the tower with wood wainscoting and plaster above would also be character-defining.

Additional Interior character-defining features include:

- hardwood floors/pine floors
- plaster walls
- bead board wainscoting
- doors and trim moldings

Part 3 Existing Conditions



North Façade



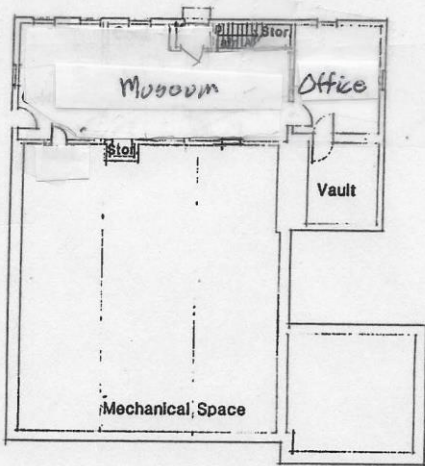
East side



South side

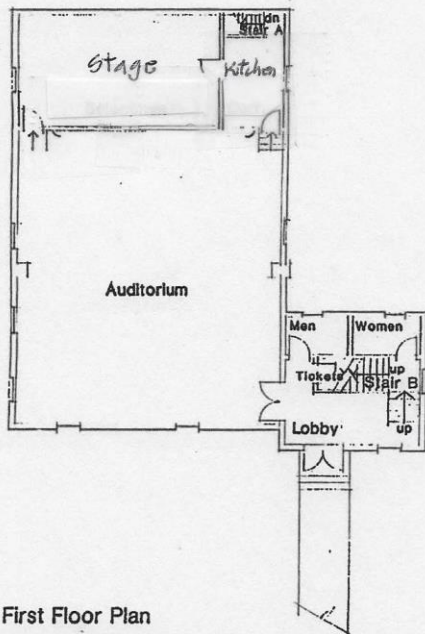


West side

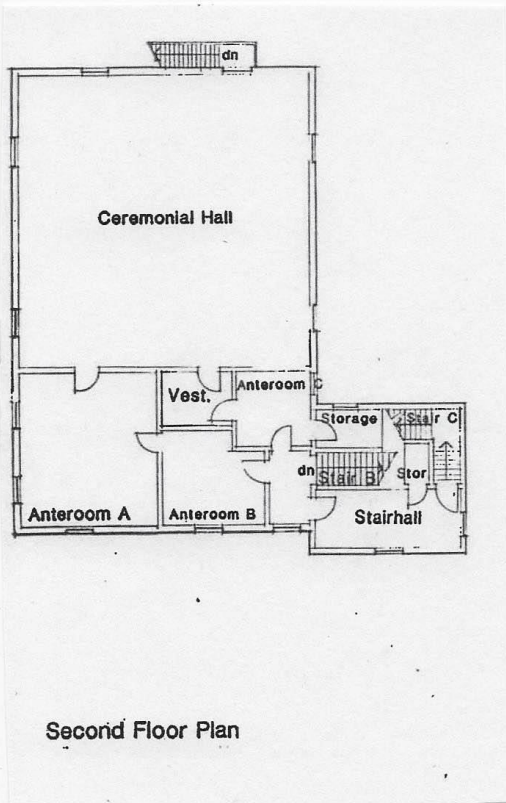


Basement Plan

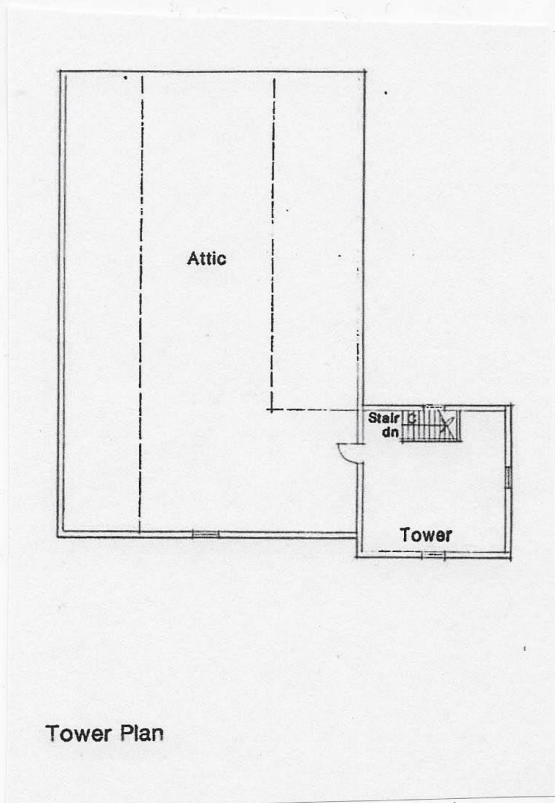
Note: Plans were developed from drawings prepared by
G.F. Kelley Gilmanton, N.H. February 1987



First Floor Plan

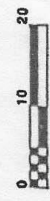


Second Floor Plan



Tower Plan

Paul Mirfield Architect RFD #1, Box 244, Algonquin Road, Enfield, New Hampshire 02748 <small>DESIGNED BY</small> <i>PM</i>	
<small>SCALE</small> August 1987	<small>APPROVAL</small> <i>MSK</i>
Gilmanton Town Hall Existing Second Floor and Tower Plans EGTH-2	



Since the building has not seen full-time use since town offices were relocated to the Academy in 1989 (with the exception of the basement area that remained occupied by the police department until 2011 and then became occupied by the Gilmanton Historical Society) regular maintenance has not been a priority for the town and much maintenance has simply been deferred. This is reflected in the overall condition assessment below.

Exterior

Site Conditions

Site conditions at the Old Town Hall are generally good. However, on the north and east sides, the grade slopes gently toward the building so that there is not positive drainage away from the foundation.



Drip line with negative grade on east side of main building

The early 20th century addition has a negative grade to the building on the west side.



Negative grade on west side of 20th century addition

Shrubs have become overgrown and are located too close to the building.



North side overgrown trees and shrubs

The sidewalk which runs along the north side of the property adjacent to Route 140 has deteriorated in several locations. This area is the beginning of the current ADA access.



Deteriorated asphalt sidewalk

ADA Access

First floor ADA access is along the asphalt sidewalk to a ramp on the westerly side of the building that was constructed in the early 1990's. The deck on this ramp is deteriorating.



Early 1990's first floor ADA ramp

Lower level ADA access is located on the east side via another ramp. The deck on this ramp is deteriorating.



East side lower level ADA ramp

The main entrance deck to the building on the north side is deteriorated



North side main entrance deck

The parking lot at the rear of the building is paved to a point; a gravel surface extends to the top of the steep slope at the extreme rear of the property.

Foundation

The exposed portion of the foundation is split-cut granite. The cut granite sits on top of a dry-laid stone foundation. The foundation is in good condition with no evidence of bowing or movement.



Split cut granite east side

The discharge line from the basement sump pump is located immediately adjacent to the north foundation wall allowing water to re-enter into the basement.



North side sump pump discharge hose

Roof

The roof was re-shingled in 2004 and still appears to have serviceable life remaining. However, some shingles are missing, likely from storm damage. There are also some missing shingles on the tower.



North side of tower missing shingles

South side missing shingles

Entry Roof Systems

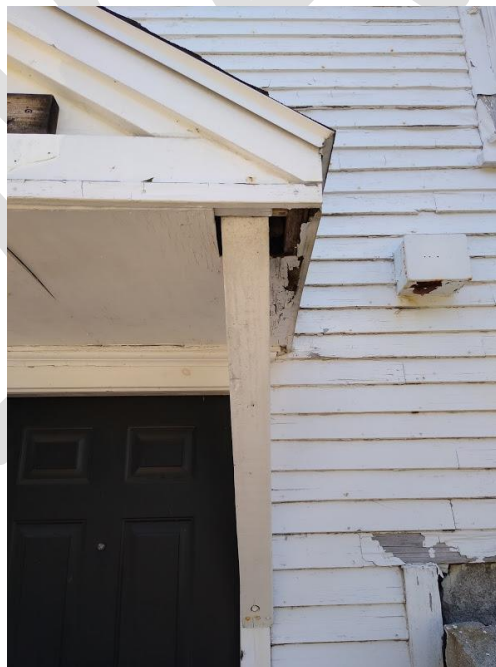
There are four entry roof systems that all need varying degrees of repair. All have paint issues.

The main entrance on the north side is in the best condition with minor repairs.



Main entry roof system

The lower ADA entrance roof system is in need of repair especially along the north soffit/eave area



Lower level ADA entry roof system

The south (rear) entry roof system needs some minor repair. The railing is in poor condition and should be replaced.



South entry roof system

The west side ADA entry roof system needs some minor repair.



West side ADA entry roof system

Windows

The original, 9 over 2, 1902 wooden window sash all remain in place. The windows are in poor condition. Glazing is deteriorated and missing and several window sills are rotted. Many sash cords are missing or broken. There are storm windows only on first floor windows. No storm windows are in place on the second and third floors.



East 2nd floor window indicative of all window conditions especially 2nd floor, dormer and tower windows

Several windows have damaged sills which need to be repaired and/or replaced.



Deteriorated East side 1st floor window sill



East side rotted basement sash frame

Doors

All of the exterior doors appear to be in reasonable condition but are in need of paint.

Clapboards and trim

At present, most of the clapboards and trim remain in serviceable condition with only minor damage in isolated locations. Some decorative shakes on the tower are missing.

Paint

The exterior paint surface is in poor condition and is peeling in many locations.

Chimney

The chimney, located on west side next to the ADA door access appears to be reasonable condition. Due to its height it is supported with a metal brace that attaches to the west roof of the main building.



West side chimney with metal brace

Interior

Lower Level

The area occupied by the Historical Society museum is in very good condition, having been completely renovated in 2012. All surfaces were newly painted and new carpet was installed on the floor. At that time, the heating system was also modified to provide better heat distribution to the room.



Gilman Historical Society Museum

The basement mechanical space has an irregular earthen floor which is often damp after heavy rains. There is debris and old material scattered around on the floor.



Mechanical space in basement

The metal columns that support the main floor carriers above are deteriorated and should be replaced. Wooden posts have also been compromised and should also be replaced.



Metal column rot at base



Wooden post no longer providing support for main carrier above with rotted base

A sump pump is located in the northwest corner. As mentioned earlier, the sump pump discharge hose is located just outside the north wall foundation allowing water to re-circulate into the basement every time the pump turns on.

There are two forced hot air, oil-fired furnaces which provide heat to the building. One older furnace serves the first floor; a somewhat newer furnace provides heat to just the museum. Uninsulated, unsealed metal ductwork hangs from the ceiling and serves to distribute warm air and provide for cold air return. The older furnace is very old and should be replaced.



Existing hot air furnace that provides heat to the 1st floor

Rather than being fabricated from metal, the cold air returns for the main building were created by “boxing-in” and “panning” across floor joist. This was common in earlier forced hot air systems. However, this can lead to a very unhealthy environment as dirt, debris and moldy air from the basement can easily be trapped in the system as can be seen in the photo below.



Easterly cold air return
near stage



Close up of cold air return with grate opening removed
A newer electrical panel and service entrance is mounted in the northwest corner of the basement.
Wiring is a mixture of old and fairly new.

A newer electric water heater is located along the western wall of the basement and provides hot water to the first floor kitchen and bathrooms.



Newer water heater

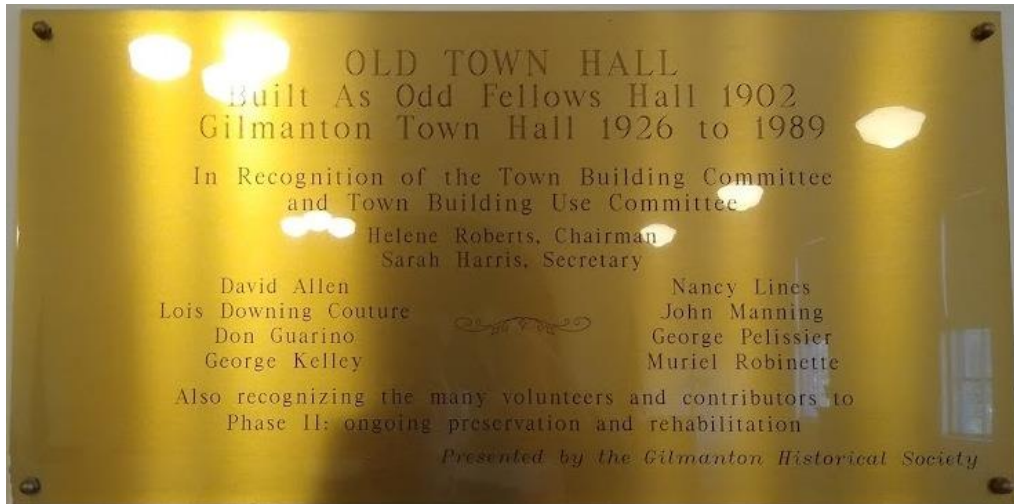
An old, unused emergency generator sits near the electrical panel in the northwest corner.



Old generator in basement

First Floor

A fundraising campaign in the early 1990s provided funds for the renovation of the first floor auditorium, stage and kitchen. The pressed metal ceiling was restored (using matching replacement panels) and repainted, the walls and woodwork were painted and the floor was refinished. Period pendant light fixtures hang from the ceiling. The paint on most of the first floor is in reasonable condition. The first floor of the building remains in generally good condition (with the exception of windows as previously noted).



Early 1990's Auditorium plaque in recognition of work on the building



Auditorium with stage



Auditorium looking north



Auditorium looking west

Left to right. ADA access door from ramp, original chase way for ductwork and exit doors from the Auditorium to entry vestibule.



Looking east, original covered chase way for duct work to ceremonial room above.
In the fore ground original, currently utilized, hot air grate



Close up of original hot air grate

The floor of the auditorium is birch/maple has been refinished several time, the latest being in the early 1990's. It is in reasonable condition, but shows signs of excessive sanding which has caused the loss of material where the tongue and groove connect between boards.



Section of auditorium flooring showing wear.



Keystone "G" over curved stage opening



Stage with ceilings and walls of unpainted bed board.

There is steel truss system that hangs down from the ceiling of the auditorium that helps support a section of the floor in the ceremonial room above. This runs the entire width of the building and the ends of the truss can be seen on the exterior of the building.



Truss system hanging down from ceiling in auditorium



Close up of steel truss hanging down from ceiling



Wooden cover on end of truss on west side



Close up on wooden cover on end of truss

There is a small kitchen located to the right of the stage that was upgraded in the early 1990's. This area is utilized to provide cooking facilities for Old Town Hall functions. There is a set of back stairs that lead down to an exit on the south side of the building.



Kitchen to right of stage looking south

There is a set of back stairs leading from the south lower level entrance to the kitchen. These stairs are quite steep and are not typically utilized.



Stairs to south exit looking down from kitchen

The entry hall for the main entrance leads into the auditorium, 2 bathrooms and up to the second floor.

The bathroom adjacent to the entrance vestibule has been made more ADA accessible with a wider doorway and low threshold.



Bathroom (facing south) off of vestibule



Vestibule looking south looking towards ticket booth

The former ticket booth in the entry area is used for storage.



Former ticket booth under stairs to second floor



Ticket booth operated by John Dickey



Ticket booth sliding wooden security door that covers ticket booth grate
Graffiti on back of door



Graffiti from 1914/1915 on southerly plaster wall in ticket booth

There is another bathroom off of the landing of the stairway to the second floor.



Second bathroom at landing going up to the second floor
Looking south



Bathroom off of landing looking southeasterly

The paint in this bathroom shows surface mold in the plaster.



Walls and ceiling of bathroom showing surface mol

Second Floor

The second floor of the building has not been used for many years. A wall and lockable doorway were added at the bottom of the stairway to restrict access to the second floor.



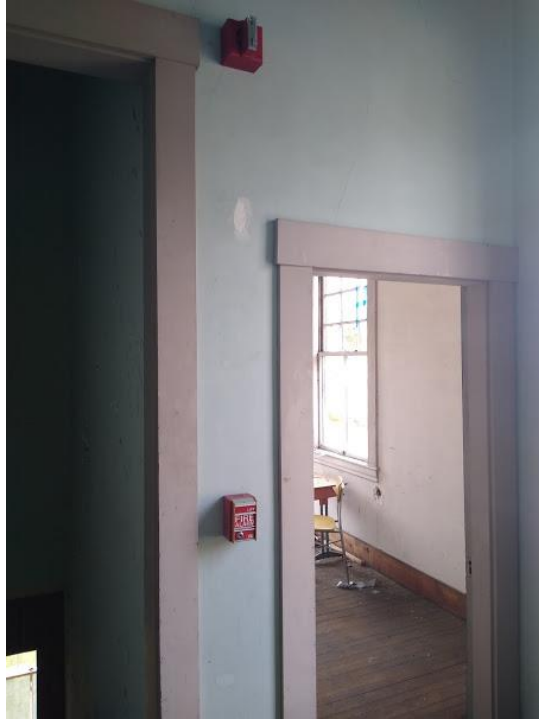
Stairway to second floor looking down from second floor

A general inspection of the second floor reveals that there is settlement and evidence of structural deficiencies clearly marked by cracked plaster, deflection of the floor surface in the large meeting room and damage to the pressed metal wall covering along a poorly supported interior wall that runs the entire width of the building. The second floor is also cluttered with stored materials and debris.

The landing at the top of the stairs leads into two anterooms as well as a hallway that leads to a stairway to the third floor in the tower.



Stress cracks in plaster in landing at stairway looking south



Hallway doorway from landing looking westerly



Stress cracks in plaster near doorway leading into Anteroom "B" looking east



North Anteroom (Anteroom "B") looking from doorway of second floor landing
Note plaster failure in ceiling



East Anteroom (Anteroom "A") looking south

Structural deficiency

As mentioned earlier in this section of the report, clear evidence of a structural deficiency can be seen in the 2nd floor wall that separates the ceremonial room (on the southern part of the 2nd floor) and the Anterooms (on the northern part of the 2nd floor).

As shown earlier in this report, an original truss system that was installed in the ceiling of the 1st floor auditorium was meant to carry the weight of the second floor. While the truss does adequately support a section of the floor in the Ceremonial room, it is not located directly underneath the partition wall between the ceremonial room and the anterooms. This has allowed the partition wall to sag as well as corresponding sections of the ceiling near the wall.

The damage from this structural deficiency was probably visible in just a few years after the building was completed. When the wall started to sag the plaster on the walls and ceilings started to develop stress cracks and a “make do” repair was made in an attempt to keep the damage from getting worse. This repair was made in the attic above the area of the partition below.

The idea was to help “hang” the partition from the roof rafters with additional bracing wooden bracing and the use of two, one inch rods.



Attic framing looking southwesterly with added metal rod for partition support



Attic looking west at metal support rod



Additional wooden "make do" brace and additional rafter under original roof rafter



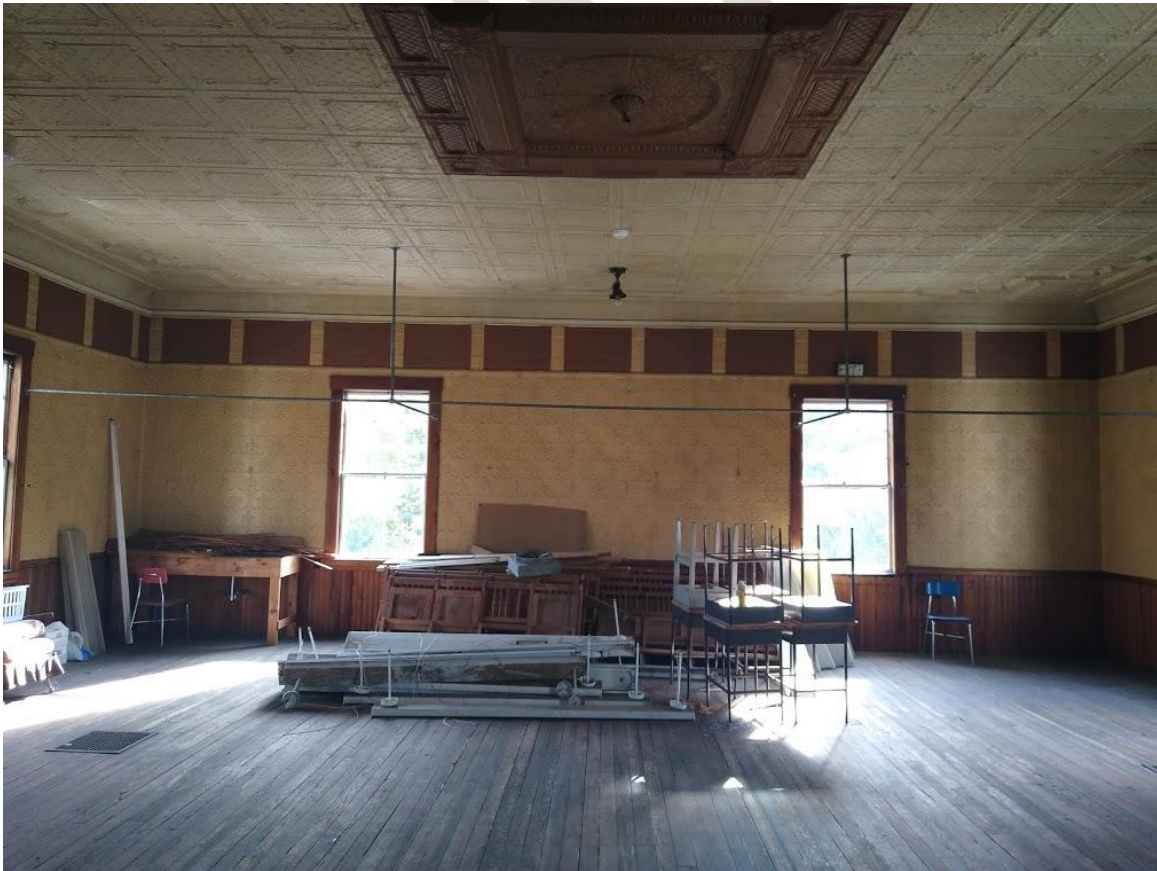
Close up of stress cracks in partition wall common with ceremonial wall
Cracks and sagging of wall due to lack of support across span.



Ceremonial room looking north at sagging partition



Close up of the Ceremonial room side of sagging partition wall and movement of pressed metal wall siding



Ceremonial room with pressed tin ceiling and walls above wooden wainscoting



Close up of ceiling medallion in Ceremonial room



Detail of pressed tin ceiling and walls in Ceremonial room
facing the northwest corner



Looking north, Ceremonial room door in north partition with “peep hole” in door used by the Old Fellows membership to signal for permission to enter Ceremonial areas.



Close up of Ceremonial “peep hole”



Close up of kerosene lamp holders located around Ceremonial room to provide light along with the center ceiling medallion lamp fixture which has been removed



Anteroom between the Ceremonial room and the second floor hallway (may have been the original kitchen) looking west with coat room in the background



Anteroom (possible kitchen) looking south west, with stove connection on far right into exterior chimney (not seen in photo)
Plaster shows stress cracks



Hallway next to 2nd floor stairs leading to 3rd floor tower stairs



Double doors at end of hallway looking south



Behind left hand hallway door is an unfinished storage space
Note the elevated stairs that may have been used as part
of ceremonies for the Odd Fellows



Behind the right hand hallway door is the first flight of stairs from the second floor to the third floor



Second flight of stairs from the landing to the 3rd floor tower room

Third Floor Tower

This area is, like the second floor, is unused. It also exhibits cracked plaster and evidence of prior (or current) bat habitation.

There is a finished room in the tower with plaster above wood wainscoting. A kerosene stove once sat at the top of the stairs.

Above this area, reached by a wooden ladder, is an unfinished attic space.



Location of kerosene stove at top of stairs



Tower room looking west with ladder to attic space above



Finished tower space looking south



Unfinished attic space above tower room looking southeast

Part 4 Recommendations with Costs

Exterior

1. The entire exterior of the building should be scraped, primed and painted. The clapboards are in generally good condition, but some very minor repair and replacement will be necessary. Likewise, some shingles on the top portion of the tower are missing and will need to be replaced before the tower is painted.

Cost: \$35,000

2. All the windows in the building have the original 1902 wooden sash. Glazing has deteriorated, sash cords are broken or missing and the windows are difficult to raise and lower. All of the wooden sash on all floors of the building need to be restored. This will entail temporary removal of the sash from the building, removal of all old glazing compound, as well as paint scraping and removal. The windows should then be primed, painted, and re-glazed. Window sills should be repaired as needed. Bronze weather-stripping should be put in place before the sash are reinstalled and new bronze chain should be installed in place of sash cord. As part of the window restoration process, the storm windows on the basement level and first floor should first be removed and then properly reinstalled after the windows have been put back in place.

Cost: \$38,000

3. Storm windows should be installed on the 2nd and 3rd floor windows following window restoration to protect the windows from exposure to the weather.

Cost: \$15,000

4. The building was re-roofed in 2004 and the roof still has remaining life before it needs to be fully replaced. However, there are some missing shingles on the main roof and on the tower due to storm damage. In these areas, missing roof shingles should be replaced.

Cost: \$1,000

5. The decking at the main entry porch is deteriorated and needs to be removed and replaced with new materials.

Cost: \$1,500

6. At the handicap ramp, the existing decking needs to be removed and replaced. At the 90 degree turn in the ramp, there is insufficient width to meet current ADA requirements. The ramp needs to be widened at that point so that there is a minimum of 4' between the handrails. The handrail on the left side of the ramp also needs to be extended all the way to the entrance door.

Cost: \$4,500

7. The decking on the access ramp to the museum entrance is deteriorated and needs to be removed and replaced. Also, the trim and ceiling on the entrance canopy needs to be repaired.

Cost: \$1,500

8. The existing grade on the north and east sides of the building pitches toward the building and does not provide positive drainage away from the foundation. Those areas should be re-graded so that they slope away from the building. Also, shrubs are too close to the wall of the building and should either be removed or relocated further from the structure.

Cost: \$2,000

Interior

Lower Level

9. The space occupied by the Historical Society museum was renovated in 2012 and is in good condition. Other than window restoration noted above, no improvements are required. The only change that could be considered would be the installation of a larger dehumidifier in the vault with a direct discharge to the exterior of the building.

Cost: \$300

10. In the basement mechanical space there is currently an earthen floor. First, the debris in the basement should be cleaned up and everything removed. Second, to better control moisture in the basement the floor should be covered with a layer of sand, then a vapor barrier, and then a layer of crushed stone. In conjunction with this, the discharge line from the sump pump should be extended away from the front of the building so that the discharge point is adjacent to the entrance driveway.

Cost: \$8,000

11. Existing metal columns that are used to support the first floor framing have deteriorated and need to be replaced. 8 new metal columns, set on concrete footings, should be installed.

Cost: \$3,500

First Floor

12. The auditorium space is generally in good condition having been refurbished in the early 1990s. The birch floor needs only light sanding and resealing. Prior to resealing, the edges of some of the tongue and groove flooring that are damaged should be patched.

Cost: \$6,000

13. The entrance doors to the auditorium need to be adjusted so that the principal entrance door becomes the left-hand door rather than the right-hand. When the right hand door is opened, it blocks access to the bathroom. Automatic door closers should be removed. Crash hardware also needs to be installed on the auditorium doors to meet fire/safety requirements.

Cost: \$1,500

14. The door and wall leading to the stairway to the second floor needs to be replaced with a fire-rated door and wall.

Cost: \$2,500

15. In the main floor bathroom, there is a 3/8' gap between the exterior wall and the floor. This gap should be sealed.

Cost: \$200

16. In the second main floor bathroom (reached by the stairs leading to the second floor), a diffuser needs to be added to the heating vent and mold needs to be removed from the walls.

Cost: \$500

Second Floor

Other than cleaning and removal of stored items and debris, recommendations listed below should be deferred until a demonstrated need and use for the additional space have been determined. Rehabilitating the exterior of the building as noted above will preserve and "mothball" the space until such time as retrofits can be justified.

17. Clean out and remove all debris. The town should use staff from the fire and highway departments to accomplish this task.

Cost: \$0

18. The structural support systems for the second floor are inadequate to meet current building codes. This is obvious when the sagging in the floor and deflection of the wall surfaces and cracking of plaster are observed. In order to adequately support the second floor, a significant upgrade of the structure in those areas will be required

Cost: \$40,000

19. If/when the second floor is to be utilized, a second means of egress will be required. To accomplish this, an elevator and stair tower would need to be constructed on the rear (south) side of the building. Such a tower could also incorporate bathrooms for second floor use.

Cost: \$450,000

20. Use of the second floor would also require repair of all interior surfaces.

Cost: \$200,000

Mechanical and Electrical Systems

21. The present heating system for the building consists of two oil-fired furnaces: one to heat the basement level museum space and one to heat the first floor auditorium. The furnace serving the museum space is newer (circa 1989) and has some remaining life before it needs to be replaced. Ductwork to the museum should be insulated and joints sealed. However, the furnace that supplies heat to the first floor is at the end of its life cycle and should be replaced. At the same time, the heating and cold air returns need to be replaced for better, more efficient distribution. It was determined that both the heat and cold air returns to the first floor are not fully ducted, but are simply directed to boxed in areas between the joists. This is extremely inefficient and can also contribute to poor air quality since the boxed in areas cannot be cleaned and contain a great deal of dirt and debris. For better heating of the auditorium, 6 new insulated hot air ducts (2 each on the north, east and west sides) should be installed with all joints properly sealed. Full ductwork should be extended to the cold air returns (eliminating the boxed in sections). A heating duct and cold air return should be extended to the vestibule area. Also, in the bathrooms, the heating and cold air returns should be relocated so that they are not adjacent to each other; this will provide better heat distribution.

Cost: \$25,000

22. The existing electric water heater in the basement should be removed and be replaced with point-of-use heaters at the kitchen and bathroom sinks.

Cost: \$2,000

23. The electrical entrance panel to the building is adequate, but wiring to the basement level and first floor should be updated and all obsolete wiring disconnected and removed

Cost: \$13,500

Phasing-in of work

PHASE #1 This phase deals with the exterior envelope of the building, the interior space on the first floor, upgrades to the building for health as well as safety concerns and improving the existing ADA access to the lower and first floor levels.

Exterior

1. Paint entire building exterior	\$ 35,000
2. Restore windows, all levels	38,000
3. Install storm windows, 2 nd and 3 rd levels	15,000
4. Replace missing roof shingles (same time as painting)	1,000
5. Repair deck of main entry porch	1,500
6. Replace deck on ADA ramp, widen also	4,500
7. Replace ADA ramp on lower level into museum space	1,500
8. Adjust grade on north and east sides for positive drainage	2,000

Interior

9. Install dehumidifier in main cellar	300
10. Remove debris from basement, install sand, crushed stone	8,000
11. Replace deteriorated basement metal columns	3,500
12. Refinish/repair auditorium floor	6,000
13. Install Fire safety crash bars on entrance doors	1,500
14. Install Fire-rated wall and door at stairs to second floor	2,500
15. Seal gap along bathroom floor (first floor level)	200
16. Clean and paint walls in bathroom at landing, install heat diffuser	500
17. Replace main furnace and all ductwork, new ductwork sealed/insulated	25,000
18. Install point of use water heaters at sinks	2,000
19. Update all electrical wiring, basement and first floors	<u>13,500</u>

Subtotal	161,150
Contingency @ 10%	16,150
Supervision @ 10%	<u>16,150</u>

TOTAL PHASE # 1 194,000

Phase #1 could be started at the end of 2020 and completed in 2021. Completion of this phase would allow the building to be used again by the community. It should be clearly understood that the work accomplished under Phase #1 will meet the meeting space needs of the community for many decades and generations to come.

Phase # 2 This future phase deals with the second floor of the Old Town Hall as well as a new addition to the back of the building that would contain an elevator and a new code compliant stairway. **This phase is not contemplated or needed at this time but is included as part of the condition assessment report.**

Phase #2

1. Structural upgrade to second floor framing	\$ 40,000
2. Construct addition with elevator, code compliant stairs and bathrooms	450,000
3. Repair/refinish all interior surfaces, 2 nd floor	<u>200,000</u>
	Subtotal 690,000
	Contingency @ 10% 69,000
	Supervision @ 10% <u>69,000</u>
	TOTAL FUTURE PHASE #2 828,000

Phase #2 would not be implemented until a demonstrated need and use for the additional space has been determined. This phase is not required to allow the community to utilize the Old Town Hall after Phase # 1 is completed.

ADA Compliance and Life Safety

ADA compliance is addressed in the exterior portion of Phase # 1. Life safety, pertaining to egress issues will be greatly improved with the addition of “crash bars” on the inside of the vestibule doors



“Crash bars” will be installed on the vestibule doors

Part 5 Supplemental Information

Secretary of the Interior's Standards

The Standards will be applied taking into consideration the economic and technical feasibility of each project.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Previous Reports

In 1987, while the Town of Gilmanton was trying to decide how to meet the town's space needs for town government, the Town had a building study completed. This study looked at the existing Odd Fellows Hall/Town Hall located in the Iron Works and the Academy Building in Gilmanton Corners.

The town employed the services of architect Paul Mirski to do an assessment of the two structures. Eventually, after careful review, it was decided that the Academy Building was the most suitable to meet the existing as well as the future needs of town government.

Pages 32 through 42, as well as calculations and conceptual drawings, are available ... to be determined

Acknowledgements

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All photographs were produced by Bedard Preservation & Restoration LLC with the exception of the historic photographs whose photographers are unknown.