

## **SAVE OUR HEBRON ACADEMY BUILDING**

The Hebron Academy Committee  
Invites you to a presentation and discussion

Thursday, September 24, 2015  
7:00pm to 8:30pm  
Community Hall  
Hebron Church Basement

# HEBRON ACADEMY COMMITTEE

Mark Coulson

Paul Hazelton

Roger Laroche (chair)

Eleanor Lonske

Patrick Moriarty

Ivan Quinchia

Trip Swartz

Martha Twombly

Heritage Commission

Hebron Academy Alumnus

Hebron Planning Board

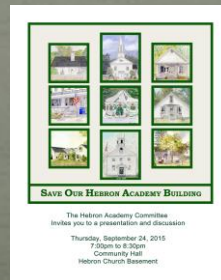
Select Board Representative

Select Board Alternate

Heating Systems specialist

Historic District Commission

Hebron Conservation Comm.





The National Register of Historic Places 1985:

*The Hebron Academy is...architecturally the most significant building in the District, the Academy dominates the south side of the Common.*



The Architectural Report and the PlanNH Charrette Report both recommend that the best way to save the Hebron Academy *and* maintain the vitality of Hebron Village, is to:

- 1) renovate the Academy building - restoring much of its interior to its original open configuration.
- 2) add a single story addition to bring the Town Clerk and Tax Collector into central Town offices while providing structural support to the historic building.



## Design:

- compliance with the National Register of Historic Places and the Americans with Disabilities Act
- will provide, well into the future, adequate office space, meeting space, and storage space for all functions that now take place in the Hebron Academy building and the Memorial Chapel building (Town Clerk & Tax Collector offices).



Interior modifications in Plan D address concerns for privacy, security, and handicapped accessibility. Modifications to the exterior of the addition lowered the roofline, provided easier access to the basement from the Common, and integrated handicap access ramp.





# Summary of actions

- 2010 Building Analysis
- 2011 Charrette
- 2012 Town Meeting
- 2013 Town Meeting
- 2014 Town Meeting; committee formed.
- August 28, 2014: Public Meeting with proposed design
- October 21, 2014: Public Meeting refining design.
- 2015 Town Meeting
- Sept. 24, 2015



# Project Timetable



- March 2016 – add to Capital Reserves
- Summer 2016 – Finalized Design Development
- Fall 2016 - Specifications and Cost Estimates
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# Concerns Addressed

- Security with open office plan
- Privacy of Welfare clients
- Privacy and noise with open ceiling plan
- Location of playground equipment
- Support posts in Academy building
- Appearance of addition from Common and from West Shore Road



Now





# Design Development- Building Program

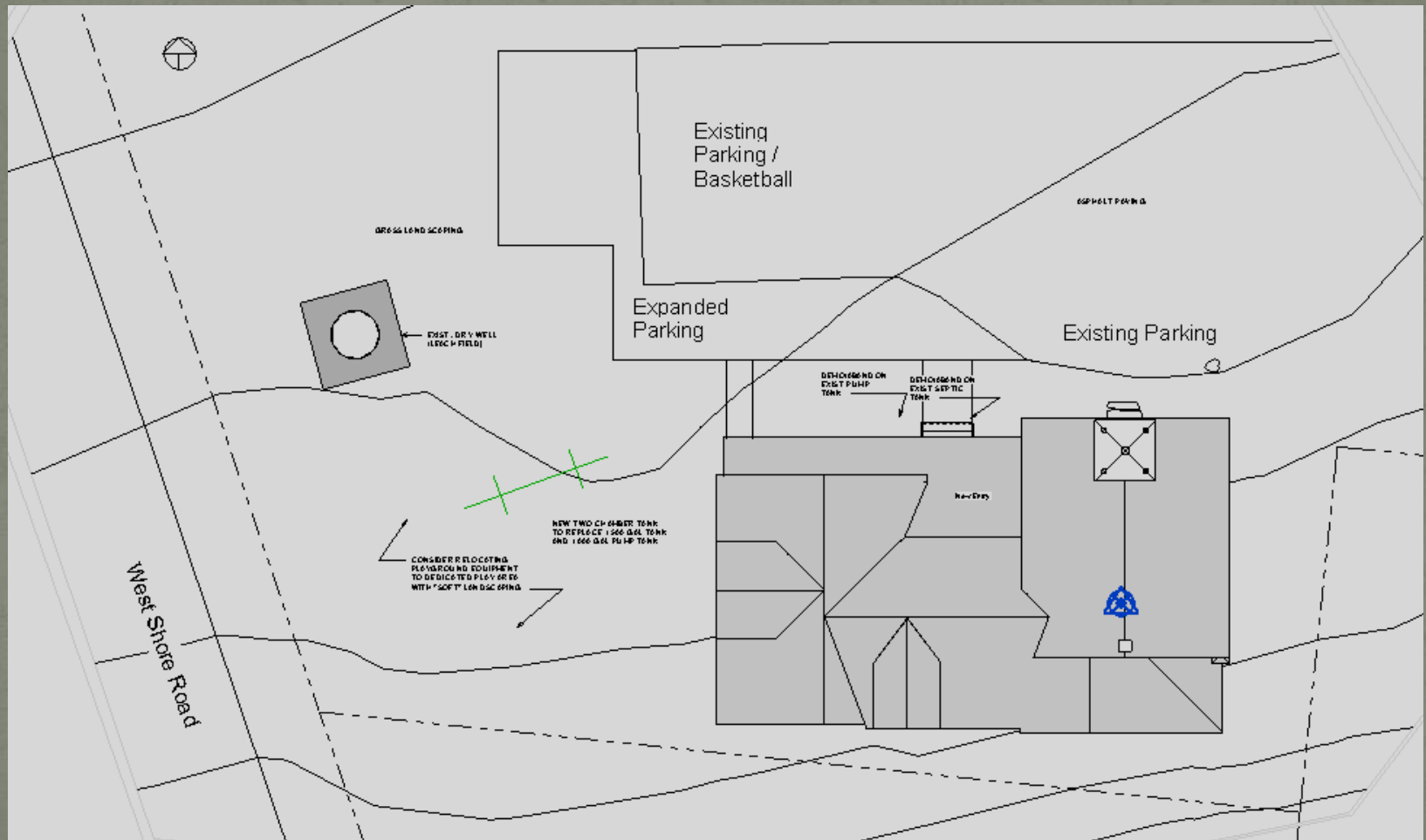
| Area Description                        |           |                          |                    |                    |                         | Space Type                 |                |                 |                |         | Enclosure Type                       |                              |      |                 | Area Requirements      |                  |                    |                               |                              |                              |                               |                                  |                           |                               | Notes |                          |                           |                         |              |            |
|---|-----------|--------------------------|--------------------|--------------------|-------------------------|----------------------------|----------------|-----------------|----------------|---------|--------------------------------------|------------------------------|------|-----------------|------------------------|------------------|--------------------|-------------------------------|------------------------------|------------------------------|-------------------------------|----------------------------------|---------------------------|-------------------------------|-------|--------------------------|---------------------------|-------------------------|--------------|------------|
| Position / Area                         | Work Area | Extra Work/ Storage Area | Net Dedicated Area | Circulation Factor | Equiv. Gross Area Req'd | Waiting Service Conference | Office - Large | Office - Medium | Office - Small | Storage | Private Room Enclosed / systems turn | Semi-enclosed / systems turn | Open | Service Counter | Writing Surface (f.f.) | Computer (count) | Bookshelves (f.f.) | Vertical File Drawers (count) | Lateral File Drawers (count) | Work / Layout Counter (f.f.) | Under-Counter Cabinets (f.f.) | Secure Under-Counter Cabs (f.f.) | Full Ht Stor. Cabs (f.f.) | Special Filing Storage (f.f.) |       | Service counter stations | Standing Waiting (people) | Seated Waiting (people) | Guest Chairs | Conf Table |
| Select Board Office (MC800)             | 400       | 22                       | 422                | 1.15               | 485                     |                            | X              |                 |                |         |                                      |                              | X    |                 |                        | 1                | 6                  |                               |                              |                              |                               |                                  | 1                         |                               | 1     |                          |                           |                         |              |            |
| Executive Assistant                     | 120       | 18                       | 138                | 1.15               | 158                     |                            |                | X               |                |         |                                      | X                            |      |                 |                        | 1                | 12                 |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Administrative Assistant/Bookkeeper     | 96        | 4                        | 99.5               | 1.15               | 114                     |                            |                |                 | X              |         |                                      | X                            |      |                 |                        | 1                | 4                  |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Office Machines Area                    | 100       | 0                        | 100                | 1.15               | 115                     | X                          |                |                 |                |         |                                      |                              | X    |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Conference Room                         | 154       | 0                        | 154                | 1.15               | 177                     |                            | X              |                 |                |         | X                                    |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Select Board Long Term Storage          | 100       | 0                        | 100                | 1.15               | 115                     |                            |                |                 |                | X       | X                                    |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
|   |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Compliance Officer/Health Officer       | 120       | 4                        | 124                | 1.15               | 142                     |                            |                | X               |                |         |                                      | X                            |      |                 |                        | 1                |                    | 4                             |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Health Officer                          | 0         | 4                        | 3.5                | 1.15               | 4                       |                            |                |                 |                |         |                                      | X                            |      |                 |                        |                  | 4                  |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Welfare Officer                         | 120       | 4                        | 124                | 1.15               | 142                     |                            |                | X               |                |         |                                      | X                            |      |                 |                        | 1                | 4                  |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Treasurer                               | 96        | 4                        | 99.5               | 1.15               | 114                     |                            |                |                 | X              |         |                                      | X                            |      |                 |                        | 1                | 4                  |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Kitchenette                             | 10        | 0                        | 10                 | 1.15               | 12                      | X                          |                |                 |                |         |                                      |                              | X    |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
|   |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Tax Collector - Madeline (MC 400)       | 120       | 44                       | 164                | 1.15               | 188                     |                            |                | X               |                |         |                                      | X                            |      |                 |                        | 1                | 20                 |                               |                              |                              |                               |                                  |                           |                               | 1     |                          |                           |                         |              |            |
| Tax Collector - Roberta                 | 96        | 0                        | 96                 | 1.15               | 110                     |                            |                |                 | X              |         |                                      | X                            |      |                 |                        | 1                |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Taxpayer seating area (for 6)           | 120       | 0                        | 120                | 1.15               | 138                     | X                          |                |                 |                |         |                                      |                              | X    |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Tax Collector Storage                   | 90        | 0                        | 90                 | 1.15               | 104                     |                            |                |                 |                | X       | X                                    |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Tax Collector Long Term Storage (4 Hrs) | 120       | 0                        | 120                | 1.15               | 138                     |                            |                |                 |                | X       | X                                    |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
|   |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Town Clerk (MC400)                      | 120       | 12                       | 132                | 1.15               | 152                     |                            |                | X               |                |         |                                      |                              | X    |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               | 1     |                          |                           |                         |              |            |
| Town Clerk Long Term Storage            | 120       | 0                        | 120                | 1.15               | 138                     |                            |                |                 |                | X       | X                                    |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
|   |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Public Hearing Room                     | 600       | 0                        | 600                | 1.15               | 690                     | X                          |                |                 |                |         | X                                    |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Planning Board                          |           | 13                       | 12.5               | 1.15               | 14                      |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  | 4                  |                               | 4                            |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Zoning Board                            |           | 4                        | 3.5                | 1.15               | 4                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  | 4                  |                               | 0                            |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Conservation Commission                 |           | 4                        | 3.5                | 1.15               | 4                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  | 4                  |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Historic District Commission            |           | 2                        | 1.75               | 1.15               | 2                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  | 3                  |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Heritage Commission                     |           | 2                        | 1.75               | 1.15               | 2                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  | 3                  |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Trustees of the Trust Fund              |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Supervisors of the Checklist            |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Beach Committee                         |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Cemetery Committee                      |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  | 1                  |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Hazard Mitigation Committee             |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Expansion and Refurbishment Comm        |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| Gazebo Committee                        |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
|   |           | 0                        | 0                  | 1.15               | 0                       |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |
| General Building Storage                | 100       | 0                        | 100                | 1.15               | 115                     |                            |                |                 |                |         |                                      |                              |      |                 |                        |                  |                    |                               |                              |                              |                               |                                  |                           |                               |       |                          |                           |                         |              |            |



# Building Needs

[illegible]

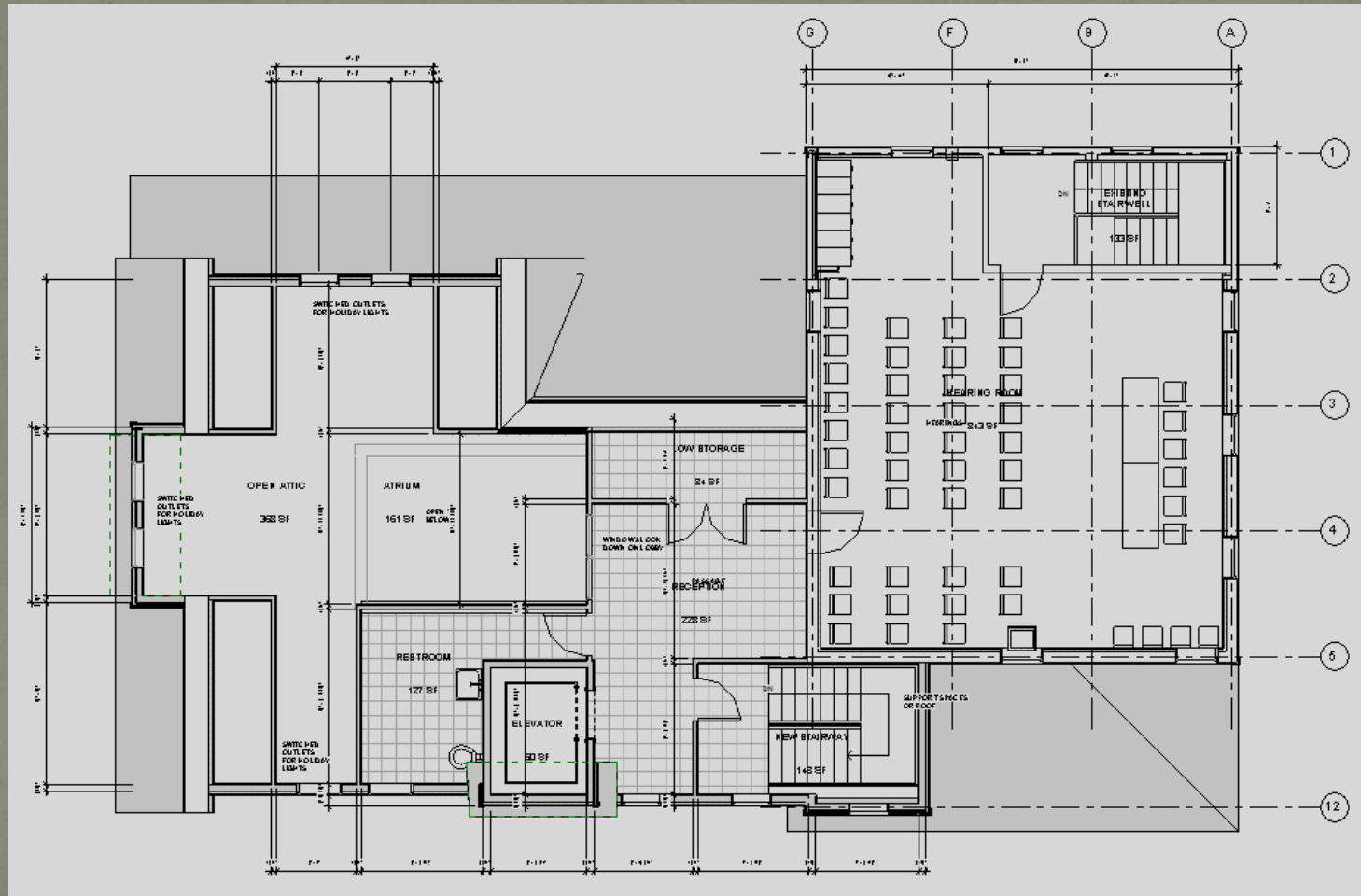
# Site Issues



[illegible]



# Upper Level Floor Plan



# Massing / Organization



# West Elevation





# Next Steps

- Engineering – Structural, Electrical, and Mechanical
- Coordination with Final Budget
- Finalize approach to Energy Management
- Produce Construction Drawings
- Bidding and Contractor Selection
- Move the Town Hall Functions in the Academy Elsewhere
- Construct the Project – 9 Months
- Move all Town Hall Functions to expanded Academy

# Future





# Cost Of Doing Nothing

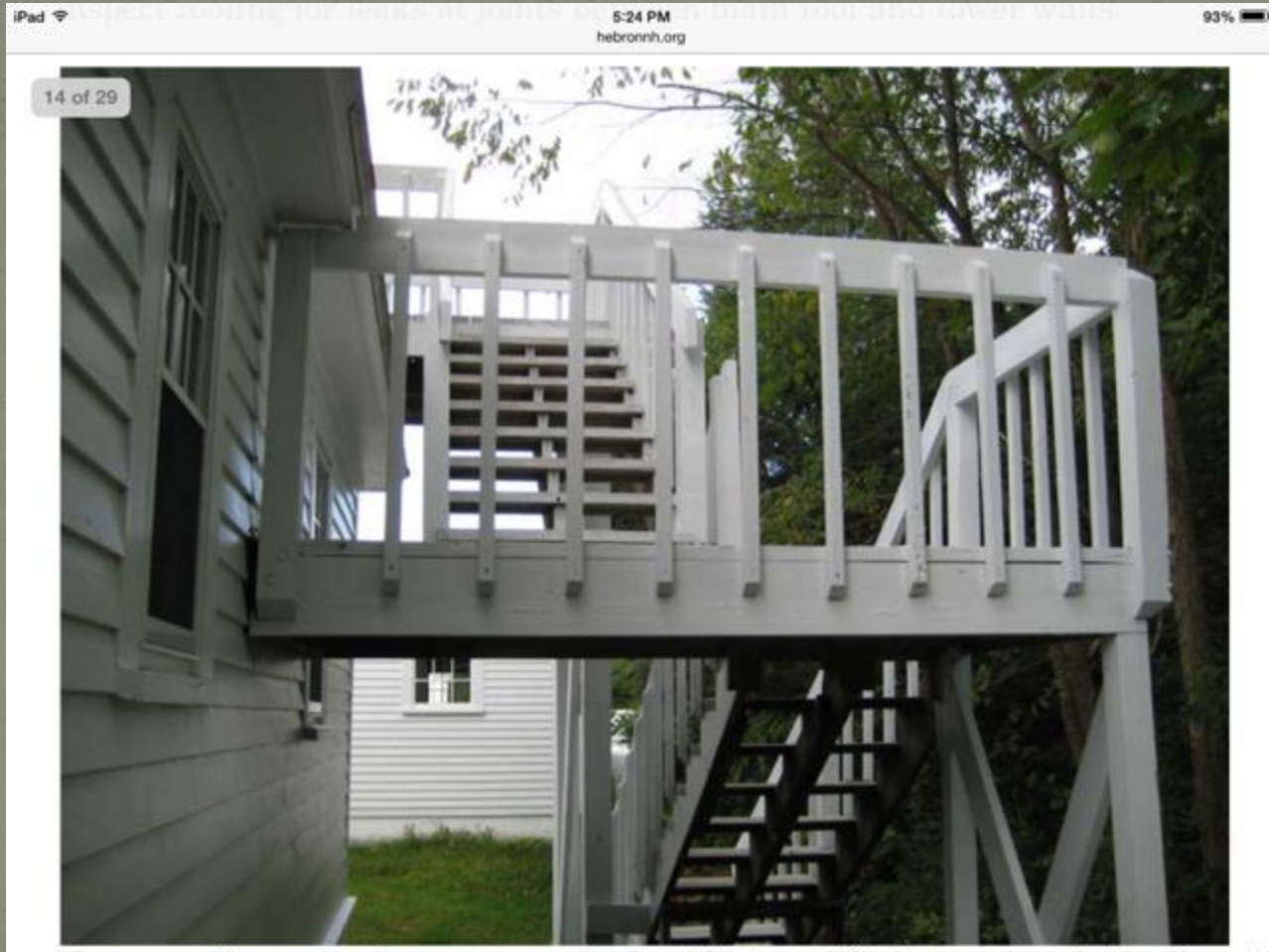
- Information Technology
- Communication and Continuity
- Convenience
- Safety
- Compliance
- Liability
- Heating Costs
- Cost of Short Term Overdue Repairs
- Restoration



# Roof



# Fire Escape





# Generator





# Roof and Chimney Leaks



# Lack of Floor Insulation





# Moisture





# Foundation



Dressed granite corners of existing foundation at east front, west rear corner.

# Communication and Continuity

- Communication between departments is awkward at best and will be improved by proximity
- Efficiencies will improve by departments sharing of space
- Consolidated filing in one building maintains continuity and security of files
- Maintenance of two databases is costly and risky

# Liability and Compliance

## Current Conditions

- Poor security
- Fire escape not to code
- Generator under fire escape

## Future Conditions

- Handicap-access compliance for visitors as well as employees
- Fire prevention as well as security
- Fire exits will be code-compliant



# Heating Costs

Current buildings:

- Lack insulation on floors and foundation perimeters.
- Minimal blown-in insulation in walls
- inadequate air sealing, so cold drafts are a problem
- Total \$5,356 (projected to decrease by a third this winter because of the lower cost of fuel).

Consolidating offices in one energy-efficient building could potentially decrease fuel consumption by 50% if not more (this would include addition).

# Cost of Short Term Overdue Repairs

- Repairs are overdue based on the 2010 *Architectural Assessment and Structural Analysis Report*
- Temporary roof repairs are needed immediately, but roof replacement is imminent \$14,500
- Foundation stones are tipping \$105,700
- Insulating floors etc.. \$8,800
- Capping chimney and re-flashing \$750
- Rehabilitation of the Academy Building alone (no addition) would cost more than \$600,000

## Two Points

- These estimates are five years old
- Building maintenance and heating costs will continue to escalate



# Budget and Funding

|                               |                  |
|-------------------------------|------------------|
| Capital Reserve Contributions | \$450,000        |
| Proposed 2016 Capital Reserve | \$150,000        |
| Proposed Grants               | \$190,000        |
| <u>Proposed Private Gifts</u> | <u>\$110,000</u> |
| TOTAL                         | \$900,000        |

Proposed 2017 remainder

Depending on the final cost estimate, the fund balance gap would most likely be filled by long term borrowing subject to approval by Town Meeting.

# Fund Raising

## Grants

|                             |                  |
|-----------------------------|------------------|
| LCHIP Proposal              | \$150,000        |
| Municipal Assistance Grants | \$30,000         |
| Moose Plate Proposal        | \$10,000         |
| <b>TOTAL</b>                | <b>\$190,000</b> |

## Private Gifts

|                  |                  |
|------------------|------------------|
| Major Gifts      | \$50,000         |
| “Core” Residents | \$30,000         |
| General Campaign | \$30,000         |
| <b>TOTAL</b>     | <b>\$110,000</b> |



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