



TOWN OFFICES STATUS REPORT APRIL 27, 2015

Analysis of St. Pat's School

[Abstract](#)

Town Office Status Report as updated by an analysis of St. Patrick's School to determine the school's viability to host one or more town/school/community functions and services.

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Town Office Status Report

St. Pat's School Investigation

EXECUTIVE SUMMARY – *The Select Board's proposal to seek design funds for a Main Street Town Offices/Police Station was deferred once it was learned that St. Patrick's School would not re-open in September. Town representatives toured the facility in April to learn more about the facility and its potential as a host for one or more Town/School/community functions. The Town's architect participated in the process and developed order of magnitude cost estimates for options such as a total renovation or rehab limited to the square footage necessary for a Town Office only.*

In summary, there are many potentials to address both immediate and long-term town space needs at St. Pat's School, if Town voters support an expansion of the space needs visions; this expansion will require significantly more tax dollars to invest in the building. Without calculating the purchase price of the property, it is estimated that conversion to a Town Office only facility would cost approximately \$2.8M, with a comprehensive renovation to accommodate any number of other partners and/or town departments costing about \$5.8M. These numbers compare against the anticipated budget for a stand-alone Town Office building on Goodnow Street at \$2.3M, and a combined Main Street Town Office/Police Station at \$3.7M. Moving the building project out of the Downtown TIF also impacts downtown foot traffic and produces a significant impact in the amount of property taxes needed to fund this project, as TIF funding would no longer be available.

Background: Voters at the 2013 Town Meeting appropriated \$35,000 to assist with the conceptual design of a new Town Office building. Article 18 was approved by the voters as presented:

Art 18. To see if the Town will raise and appropriate the sum of \$35,000 for preliminary design of a new Town Office building, including preliminary site design, geotechnical, preliminary programming and design of new town office at or near the Goodnow Street property, plan for temporary transitioning of town office operations and related work. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this phase of the project is completed or by December 31, 2015.

Soon after the affirmative vote, the Select Board convened a Town Offices Working Group, which consisted of the Town Manager and the Town's Department Managers, led by Kathy Batchelder, the Select Board representative to the group. The group interviewed architects and subsequently engaged Chip Krause of CMK Architects, Manchester, to provide technical assistance during this phase of the project.

After an exhaustive review of possible sites, the Group recommended, with support of the Select Board and Budget Committee, to present a warrant article to the voters at the 2015 Annual Meeting seeking design funding for a combined Town Offices/Police Station to be constructed at the site of the current police station on Main Street.

Three days prior to Town Meeting, on Wednesday, March 11, St. Patrick's Parish announced that St. Patrick's School would not reopen for the 2015-16 school year. This announcement prompted speculation about the property's suitability to address the Town Office space needs issue; due to the community's interest in this matter and potential opportunities which St. Patrick's School might present, the Select Board recommended and Town Meeting agreed to defer action on Articles 6 (Town Offices design appropriation) and 7 (Downtown TIF amendment). The Select Board also announced that the Board will discuss the consequences of calling a Special Town Meeting on June 13, 2015 to update the voters on this project and reintroduce Articles 6 & 7.

Evaluation Process:

Father Bill led a group inspection of both St. Patrick's School and the Stone House on April 7, 2015. Participants included the Select Board; architect Chip Krause; staff members Jo Anne Carr, Rob Deschenes and David Chamberlain; Town Manager Dave Caron and Budget Committee member Kevin Chamberlain. On April 13, 2015 Caron and Margaret Dillon, a town resident and energy conservation specialist, toured St. Patrick's School. Team members submitted comments and observations which were then shared with the architect.

Chip Krause submitted the following observations. It should be noted that at this juncture in the evaluation, the goal was to determine whether St. Patrick's could be deemed a possible site for the Town Offices, either with or without community partners, as the facility as currently presented is much too large for exclusive use for Town Offices. It should further be noted that cost estimates provided herein are "order of magnitude" estimates based upon the architect's experiences in New Hampshire; the Town should not invest in additional professional investigations and cost estimates until such time

as the Select Board determines that St. Patrick's provides a viable option worthy of more in-depth analysis. Finally, the property has yet to be advertised for sale; the Town has not been alerted to a sales price by the Diocese. As you will see from the architect's analysis, he has applied a \$950,000 purchase price (and subsequent \$350,000 sales price of the Stone House) for comparison purposes only:

Architect's Comments - The architect is basing some of these conclusions with very little program input other than the town hall; additionally we have had 3 hours on the site without any destructive type testing. The total area of the building is approximately 25,000 sq. ft. I estimate the gym to be approximately 6,500 sq. ft. leaving two floors of 9,000 sq. ft. each. The front classrooms and office were originally built around 1950 with the gym and classrooms off the gym built in 1962.



Overall Impression

The school while clean has not seen significant maintenance in some time. The roofs appear to be, or were leaking and there was evidence of soffit dry rot.



There is little insulation and probably none in the walls, windows are single pane glass with the majority framed in metal. Glass block while insulated is thermally bridged at every mortar joint. The 1950 building is brick on block and appears to be a structural concrete floor and roof.



The 1962 classrooms are brick while the gym appears to be precast tilt up panel; a thin raised plastic floor has been added over the original floor to aid in cushioning the concrete slab. I suspect the VAT is under this floor and should be removed.

Structure for the 1962 buildings are glue lam with 4x6 purlins. The purlins in the gym have been sistered with conventional framing to increase load capacity. I am confident that the framing system will need to be reinforced in order to meet current snow loading and add additional insulation.



A light well admits natural light to the lower classroom spaces but I am certain this is full of snow during the winter season.

All systems in the school with the exception of some hung lighting in the classrooms and boilers appear to date from original construction. Fortunately the oil tank has been removed and replaced with two tanks in the boiler room.

The remaining hazardous unknowns are:

1. lead paint;
2. asbestos wrap and flooring;
3. contaminants in the putty of the windows.

The heating system while serviceable:

1. Is not the most efficient boiler;
2. There is very little ventilation present with air handling systems for the gym supplying heat.

Wiring looks inadequate for 2015 and will need to be improved if not replaced. The land of approximately five acres is an asset for the town and the existing field would be useable as it is.



Parking areas are long past their serviceable life and should have at least new pavement and in reality be removed with proper drainage layer installed and repaved.



Sight line to the parking are good for the southern parking lot, a little less for the drive on the North side.

The stone house, originally the Jonas Melville Mansion was built in the early 1800's it was auctioned in 1858 when Melville lost his fortune in the bank and railroad panic of 1857. It is in very good condition, many of the significant historical features have been retained both inside and out, however the additions are not sympathetic to the building. This building can be used as is with painting and finish improvements. It could probably be used for a SAU office with the chapel making a good conference/meeting space. HC access would have to be resolved for at least the first floor probably with a ramp at the rear of the building. Another possibility would be to subdivide this parcel and sell this property to offset project costs, and a better use residentially.





brick will need to be repointed



typical window wall



VAT tile will cost \$ 6.00 per sq. ft. to remove
and there are indications of water intrusion.



If sprinklers are desired the water entrance will have to be replaced

Costs

First glance and assuming the entire building can be utilized for various town offices and departments, the renovation cost for this building will be at a minimum range of \$150.00 to \$160.00 per sq.ft. Please note, again, we had 3 hours to analyze the property; if this property seems viable additional investigation is warranted. This cost does not include any site costs such as pavement or abatement of hazardous material. Potential abatement cost for the flooring would be \$150,000 and a guess of \$100,000 for abatement of the putty in the windows. The window abatement is a guess as I do not have actual test results indicating a problem. I would see sitework costs in the \$150,000 - \$200,000 range for pavement improvement only, no work to the remaining property or existing fields.

25,000 sq.ft. times \$ 160.00 = \$4,000,000 dollars. This is construction cost plus fees, financing, testing and other soft costs of approximately 25%.

For comparison purposes, a new facility of 25,000 square feet would cost \$220 per sq.ft = \$5,500,000 again without the soft cost items or land purchase.

If we look at renovating only the 8,000 sq.ft. proposed for the town offices, you cannot simply take 8,000 sq.ft. times the \$160.00 number. Many of the utility improvements should occur at the same time for efficiency of costs for the total future fit out, but will increase the \$160.00 number. For instance while you could use the gym as it sits, the roof, structure and insulation should be addressed. Do you utilize the existing boilers which are fairly inefficient, or install new ones? If you install new ones do you do this for only the town offices or the entire building? If you are going to abate items such as VAT

flooring or other asbestos, it makes sense to do this as one project. Even if you look at the town offices as the only project and provide just what is needed, pricing will increase; how much is difficult to tell without further investigation but my guess would be in the \$200 range.

8,000 sq.ft. times \$200= \$1,600,000. This is construction cost plus fees, financing, testing and other soft costs of approximately 25%.

While sale of the Melville mansion could offset any of these costs; the purchase price has not been tabulated yet. In order to effectively evaluate the viability a number should be established for them. I have plugged in a number for the purpose of completing the exercise but the numbers should be verified by someone who is qualified.

Scenario One: Entire Building		Scenario Two: Town Office only	
Purchase Price (est.)	\$ 950,000	Purchase Price (est.)	\$ 950,000
Sitework	\$ 200,000	Sitework	\$ 200,000
Abatement	\$ 250,000	Abatement	\$ 250,000
Construction 25,000 s.f.	<u>\$4,000,000</u>	Construction 8,000 sq. ft.	<u>\$1,600,000</u>
Sub total	\$5,400,000	Sub total	\$3,000,000
Soft cost 25% of sub total	\$1,350,000	Soft cost 25% of sub total	\$ 750,000
<u>Sale of Melville house</u>	<u>\$ (350,000)</u>	<u>Sale of Melville house</u>	<u>\$ (350,000)</u>
TOTAL	\$6,400,000	TOTAL	\$3,400,000
Net of Purchase Price & Resale:	\$5,800,000	Net of Purchase Price & Resale:	\$2,800,000

The above price include quality components and an energy efficient solution but do not include advanced energy retrofits such as renewable energy or geothermal heating and cooling.

Identify Potential Partners – Scenario #1 would require a collaboration with other community partners in order to most efficiently utilize the facility. Central to the question of partnering with another group is the ownership of the facility and financial arrangement between the Town and potential partners. Potential partners include:

SAU Administrative Offices – The Town has had one conversation with the SAU on this project; Superintendent of Schools Jim O’Neill shared information on the District’s current space arrangement (recently signed three year lease) and needs (5,000 s.f. with an additional 1,000 s.f.

for storage). Should the District become a viable partner in this facility, the parties would have to agree on a structure (proportional partners under a RSA 53-A Inter-municipal agreement which may or may not require the School District to bond its share of infrastructure improvement costs, or the Town bonding the larger project and recouping some costs through a lease).

Community Center of Jaffrey – Upon St. Patrick’s announcement, representatives of CCJ conveyed their interest in the property; that interest was repeated this past week. It is envisioned that CCJ would benefit the most from facilities including the gymnasium and the kitchen on the lower level. The Town has not had any discussions regarding CCJ’s space needs, however, voters considered a proposal in 2011 which envisioned a combined Town Offices/Community Center. That proposal reserved the following space for a community center:

1 st Floor Dedicated Rooms/General Circulation:	4,783 s.f.
Multi-Purpose Room (gymnasium):	4,512 s.f.

The proposal also included a shared meeting room (700 s.f.).

Recreation Department – Currently, the Department is located on Howard Hill Road. In addition to ball fields and an outdoor play area, that facility includes a 1,500 s.f. office/maintenance/storage facility and a teen center of somewhat smaller size.

Other Partners –

- a) Relocate Public Works Administration to the Town Offices (approximately 2,000 s.f.); construct basic Highway Garage adjacent to Transfer Station/closed landfill/WWTF;
- b) Relocate Police Department to St. Patrick’s (approx. 4,500 s.f.) and re-purpose the current station for non-municipal use.

Summary of partnerships – There is an infinite number of partnership possibilities should the Town choose to expand the scope of its planned investment in municipal facilities and cooperation from partners outside of the Town’s organization. These partnerships could take one of the following shapes:

Jaffrey Municipal Complex	
Town Offices	8,000 sf
Police Department	4,500 sf
Recreation Offices & Youth Center	3,000 sf
DPW Administration	2,000 sf
Total non-gymnasium Space	17,500 sf

Jaffrey Town and School Offices	
Town Offices	8,000 sf
SAU Administration	6,000 sf
DPW Administration	2,000 sf
Total	16,000 sf

Jaffrey Town Offices/Recreation Center	
Town Offices	8,000 sf
Recreation Offices & Youth Center	3,000 sf
Community Center of Jaffrey	5,000 sf
Total non-gymnasium Space	16,000 sf

Other Considerations – It should be noted that construction of a Town Office building outside of the Downtown TIF District would not only see a traffic generator moved away from the Downtown, but would also prohibit the use of TIF funding towards this project, which results in a greater tax burden than that contemplated under the Main Street/Goodnow Street proposals.