

Town Buildings Maintenance Plan - Summary for All Buildings

Building	Estimated Costs for Expected Maintenance Work						Total:
	2016	2017	2018	2019	2020	2021	
Library	\$2,943	\$6,603	\$2,969	\$3,442	\$3,598	\$3,812	\$23,368
Town Hall	\$11,830	\$2,122	\$2,603	\$2,118	\$8,074	\$7,866	\$34,613
Fire Station	\$31,295	\$2,489	\$3,138	\$2,744	\$3,506	\$3,025	\$46,196
Safety Complex	\$42,250	\$10,536	\$11,797	\$12,308	\$11,946	\$12,787	\$101,624
Chapel	\$3,855	\$1,700	\$1,047	\$769	\$492	\$1,967	\$9,830
Brusch Hall	\$445	\$4,167	\$4,691	\$815	\$791	\$818	\$11,727
Annex	\$255	\$268	\$281	\$295	\$310	\$325	\$1,734
Total:	\$92,873	\$27,884	\$26,525	\$22,492	\$28,717	\$30,600	\$229,090

Town Buildings Maintenance Plan

Building: Library					Estimated Cost/Timing for Next Expected Work						
Item	Last Done	Who/ Cost	Desired Frequency	2016	2017	2018	2019	2020	2021	Next	
<u>Exterior:</u>											
Steeple - Reconditioning	2007	Art Dunham (metal) Chuck Bunker (wood)	50 years								
Roof	2015	Vaillancourt (\$19,825)	40-50 years							2056+	
Exterior painting - inc windows	2015	AJP Painting (\$15,000)	8 years							2022-24	
Window glazing - exterior	2015	AJP Painting (in above)	20 years							2035	
Sealcoating and striping	2012	Black Dawg - \$1,500	Every 5-6 years		\$2,000					2222	
Well - Installation	1992	Skillings - \$2,950	---								
Well - new pump	2011	Skillings	---								
Leach Field - Installation		unknown	---								
Septic - Pumping (1,000 gal ¹)	Aug 2013	Bancroft - \$280	Every 8 years					\$325		2028	
Pest Control	Ongoing	JP Pest - \$43 qrtly	Ongoing	\$198	\$208	\$218	\$229	\$241	\$253	2022	
Arborist	2015	Lee Gilman	Annually for now	\$250	\$275		\$325		\$375	2023	
<u>Interior:</u>											
Attic insulation - Installed	2012	Quality Insulation	---								
Rug - Installation	2010?	Holland Flooring	---								
Rug - Cleaning	2014	Ultimate Green (\$?)	Annual	\$360	\$378	\$397	\$417	\$438	\$459	2022	
Interior painting	2004	Bill Sullivan (resident)	8-10 years		13 years						
Water testing - Basic	2015	Skillings	Annual	\$275	\$289	\$303	\$318	\$334	\$351	2022	
Well Tank - Tune-up	?	Skillings									
Water Softener - Installation	2003	Skillings	---								
Water Softener - Tune-up	Fall 2013	Skillings (\$220)	Every 8-10 years								
Water Softener - Annual Items	2015	Salt, filters, etc.	Annually	\$250	\$263	\$276	\$289	\$304	\$319	2022	
AC - Installation	1992	unknown	---								
AC - Tune Up	2015	Absolute*	Annual*	covered under PMA (see below)							
AC - Filters	2015	Absolute*	Annual*	\$600	\$630	\$662	\$695	\$729	\$766	2022	
Furnace - Tune-ups	2015	Absolute*	Annual*	covered under PMA (see above)							
Air Filter System - Install	2002	Leonard Grigas HVAC	---								
Attic Furnace - Installation	?	unknown	unclear								
Lower Furnace - Installation	1994	unknown	approx. 25 years		23 years	24 years	25 years				
Elevator - Installation	1992	New controller 2013 - Great Northern Elevator									
Elevator - Maintenance	2015	Great Northern (\$600)	Semi-annual	\$600	\$630	\$662	\$695	\$729	\$766	2022	
Alarm Monitoring	2015	Protection One (\$175)	Annual	\$175	\$184	\$193	\$203	\$213	\$223	2022	
Fire Alarm System - Tune-up	2015	B. Fessenden (\$175)	Annual	\$175	\$184	\$193	\$203	\$213	\$223	2022	
Heat and Smoke Detectors	2007	unknown	10 years		TBD					2027	
Panic Button - Test	2015	American Security	Annual								
Fire Extinguishers(6) - Check	2015	Liberty (\$55)	Annual	\$60	\$63	\$66	\$69	\$73	\$77	2022	
Wood Floor Refinishing	2009	Woodland Flooring	Every 5 years		\$1,500						

Town Buildings Maintenance Plan

Building: Library		Who/ Cost	Desired Frequency	Estimated Cost/Timing for Next Expected Work						
Item	Last Done			2016	2017	2018	2019	2020	2021	Next
			Totals:	\$2,943	\$6,603	\$2,969	\$3,442	\$3,598	\$3,812	

Overall energy efficiency: lighting upgrades made in 2011, new insulation installed in 2012.

¹ In 2013, 1,000 gallon septic tank pumped and Clarence also had 500 gallons pumped from drywell.

In July 2014, section of the ceiling on second floor braced with 2x4s as ceiling started to sag.

Needs: Insulation in parts of basement to fill cracks around foundation (can see outside from the basement).

Interior painting of large window panes needed. Removal/reinstallation of interior window seals for access to paint quoted at \$400/window by Nashua Glass (Dave) in September 2014 (excludes cost of painting).

Town Buildings Maintenance Plan

Building: Town Hall

Originally built in 1913; last major renovations in 1992 for \$260,000

Item	Last Done	Who/ Cost	Desired Frequency	Estimated Cost/Timing for Next Expected Work						
				2016	2017	2018	2019	2020	2021	Next
<u>Exterior:</u>										
Roof - Reshingled	1997	Therrien (\$71,420)	---							
Roof - Repairs	2003	Therrien (2,150)	As needed							
Roof - Repairs	2008	Therrien (\$1,920)	As needed							
Roof - Repairs	2011	Therrien (\$4,872)	As needed							
Roof - Repairs	2012	Therrien (\$380)	As needed							
Roof - Repairs	2014	Insurance pd (\$2,978)	As needed							
Front Porch Roof Repairs	2008	Harris Roofing (\$1,432)	---							
Exterior painting (+ fire escp)	2014	Steve Legg (\$13,685)	Every 8 years							2022
Replace trim	2014	Gavin (\$10,000)	As needed	\$7,500						
Parking lot paving	2004	Continental (\$7,555)	---							
Sealcoating and striping	2015	Black Dawg (\$4,565)	Every 5-6 years					\$5,000		2025
Drilled Well - Installation	2000	Skillings	---							
Dug well - irrigation only	unknown	unknown	---							
Leach Field - Installation	2002	CL Farwell	---							
Septic - Pumping (3,500 gal)	Dec 2015	Souhegan (\$535)	Every 6 years						\$600	2027
Pest Control	Ongoing	JP Pest - \$43 qrtly	Ongoing	\$200	\$210	\$221	\$232	\$243	\$255	2022
Termite Treatment	2011	JP Pest (\$505)	If needed							
Access. Equip. - Replace Batt.	2015	B. Fessenden	As needed	\$15	\$16	\$17	\$17	\$18	\$19	2022
Generator - Installation	2008	Devincentis (\$7,880)	---							
Generator - Tune-up	April 2015	B. Fessenden (\$109)	Annually	\$120	\$126	\$132	\$139	\$146	\$153	2022
Fire Escape Inpection	None	D. Labombard	Every 5 years	\$500				\$600		2025
<u>Interior:</u>										
Rug - Installation	2009	Devine (\$5,399)	---							
Rug - Cleaning (upstairs)	Not yet	N/A	Every 5-6 years	\$500					\$600	2024
Rug - Cleaning (downstairs)	2013	Ultimate Green(\$188)	Every 5-6 years			\$300				2023
Rug - Install. (downst. hall)	2015	Devine (\$1,640)								
Hardwood Floors - Refinish	2015	Woodland (\$800)	Last done in 2003				***			2022
Interior painting (downstrs.)	2013	CMG Remodeling	As needed							
Interior painting (other)	various	N/A	As needed	\$1,500					\$4,000	2027
Dug Well Tank - Tune-up	unknown	N/A	very low use							
Water Filters	ongoing	Charlie	As needed							
Water Test	Aug 2015	Maillet (\$245)	Every 3 years			\$285			\$330	2024
HVAC - Installation (offices)	2013	Absolute	---							

Town Buildings Maintenance Plan

Building: **Town Hall** Originally built in 1913; last major renovations in 1992 for \$260,000

Item	Last Done	Who/ Cost	Desired Frequency	Estimated Cost/Timing for Next Expected Work							
				2016	2017	2018	2019	2020	2021	Next	
HVAC - Install (oldPD/Mtg Rm)	2007	Absolute (\$2,650)	---								
HVAC - Tune Up (3 units)	2013	Absolute	Annually	(included with furnace tune up below)							
HVAC - Filters	ongoing	Absolute	Semi-annually	(included with furnace tune up below)							
Furnace - Installation	1993	unknown	approx. 25 years	23 years	24 years	25 years					
Furnace - Tune-up	2014	Absolute	Every year	\$680	\$714	\$750	\$787	\$827	\$868	2022	
Chimney Cleaning/Inspec.	April 2014	Admiralty (\$150)	Every 3 years		\$200			\$250		2023	
Duct Cleaning	unknown	unknown	Every 5-10 years		TBD						
Elevator - Maintenance	2015	Great Northern (\$600)	Semi-annual	\$600	\$630	\$662	\$695	\$729	\$766	2022	
Fire Alarm - Install/Upgrade	2006	Pete Marino (\$1,235)	---								
Fire Alarm System - Check	2015	Charlie	Annually	2016-replace detectors							
Panic Button - Test	Nov. 2015	Tad	Annually								
Fire Extinguishers - Check	2015	Liberty	Annually	\$215	\$226	\$237	\$249	\$261	\$274	2022	
Defib - Check Battery	New	N/A	see battery		Replace						
Surveillance (DVR)	April 2015	Phoenix (\$1,250)	Every 5 years					\$1,500		2025	
Desks - Offices	2009 and '13	East Coast Off. (\$3,415)	---								
Totals:				\$11,830	\$2,122	\$2,603	\$2,118	\$8,074	\$7,866		

Overall energy efficiency: lighting upgrades made in 2011.

*** will need new flooring placed down next time as wood too thin to sand. Wide boards in hallway? Estimate of \$15 per square foot.

Town Buildings Maintenance Plan

Building: Fire Station **Front built in 1968; middle section in 1980; back section in 2000**

Item	Last Done	Who/ Cost	Desired Frequency	Estimated Cost/Timing for Next Expected Work							
				2016	2017	2018	2019	2020	2021	Next	
<i>Exterior:</i>											
Roof - Front section	2014	Razzaboni	About 20 years							2034	
Roof - Middle section	2008		About 20 years	\$9,875						2028	
Roof - Rear section	2000		About 20 years					TBD		2020	
Exterior painting	N/A - vinyl	---	---								
Well - Installation	2000	Skillings	---								
Leach Field - Installation	2002	CL Farwell	---								
Septic - Pumping (1,000 gal)	2012	Souhegan (\$140)	Every 2 years	\$175		\$200		\$250		2022	
Pest Control	Ongoing	JP Pest - \$43 qrtly	Ongoing	\$200	\$210	\$221	\$232	\$243	\$255	2022	
Generator - Installation	2001	B. Fessenden	---								
Generator - Tune-up	2015	B. Fessenden (\$150)	Annually	\$165	\$173	\$182	\$191	\$201	\$211	2022	
Repair Rot on Ramp	various		As needed								
Add Roof over Ramp	---	Razzaboni	---	\$18,575							
<i>Interior:</i>											
Rug - Installation	2001	Mignault Construction	---								
Rug - Cleaning	2014	Ultimate Green (\$?)	Annually	\$425	\$446	\$469	\$492	\$517	\$542	2022	
Interior painting	2005; 2009 - upper apparatus bay		As needed								
Well Tank - Tune-up	2012	Skillings	Every 5 years		TBD					2022	
Water Softener - Installation	2002	Skillings (\$2,563)	---								
Water Softener - Tune-up	2012	Skillings	Every 5 years		TBD					2022	
HVAC - Installation	2001	unknown	---								
HVAC - Tune Up	2015	Absolute (PMA)	Annually	Included in Furnace PMA cost below							2022
HVAC - Filters	2013	Absolute (PMA)	Semi-annually								
Furnace - Installation	3 in 2001	Mignault Construction	approx. 25 years							2026	
Furnace - Installation	2012	Ciardelli	approx. 25 years							2037	
Furnaces - Tune-up	2015	Absolute (PMA)	Annually	\$730	\$767	\$805	\$845	\$887	\$932	2022	
Hood and Duct Cleaning	2013	Tristate (\$250)	Every 2 years	\$300		\$325		\$375		2022	
Overhead Door Maintenance	2013	Fimble (\$300)	Annually	\$350	\$368	\$386	\$405	\$425	\$447	2022	
Fire Alarm - Installation	1990's	B. Fessenden	---								
Fire Alarm System - Check	2015	B. Fessenden (\$200)	Annually	\$225	\$236	\$248	\$260	\$273	\$287	2022	
Fire Extinguishers - Check	2015	Liberty (\$260)	Annually	\$275	\$289	\$303	\$318	\$334	\$351	2022	

Totals:	\$31,295	\$2,489	\$3,138	\$2,744	\$3,506	\$3,025
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Overall energy efficiency: lighting upgrades made in 2011.

Town Buildings Maintenance Plan

Building: Safety Complex **Ambulance portion built in 2004; police portion in 2013**

Item	Last Done	Who/ Cost	Desired Frequency	Estimated Cost/Timing for Next Expected Work							
				2016	2017	2018	2019	2020	2021	Next	
<u>Exterior:</u>											
Roof - Ambulance section	2004	Brookstone	15 years	\$31,500							2028
Roof - Police section	2013	Eckman	15-20 years								2028
Pressure Washing Vinyl Siding	2013	volunteers	As needed	no cost	no cost	no cost	no cost	no cost			2022
Drilled Well - Installation	2004		---								
Dug well - irrigation only	unknown	unknown	---								
Leach Field - Installation	2004		---								
Tight tank - Pumping	2015		Each spring	\$300	\$315	\$331	\$347	\$365	\$383		2022
Septic - Pumping (2,000 gal)	2013		Every 3 years	\$650			\$700				2022
Pest Control	Ongoing	JP Pest - \$43 qrtly	Ongoing	\$200	\$210	\$221	\$232	\$243	\$255		2022
Resurface Parking Lot	2004/2013		varies					TBD			2030+
Generator - Installation	2004		---								
Generator - Tune-up	2015	Kinney/Dave Cook	Annually	\$400	\$420	\$441	\$463	\$486	\$511		2022
Sprinkler/Fire Pump - Testing	2014	Sprinkler: Hamp. Fire Pump: Stearns	Annually	\$3,530	\$3,707	\$3,892	\$4,086	\$4,291	\$4,505		2022
Arborist	2015	Lee Gilman	Annually for now	\$300	\$325		\$350		\$375		2023
<u>Interior:</u>											
Rug - Installation (ambul.)	2004		---								
Rug - Installation (police)	2013		---								
Rug - Cleaning											
Striping/Refinish Floors	2014	To get bids	Annually	\$1,500	\$1,575	\$1,654	\$1,736	\$1,823	\$1,914		2022
Interior painting	Not yet	N/A	As needed								
Well - Tank Service		Maillet									
Water Softener - Installation	2004		---								
Water Softener - Tune-up			Annually	\$150	\$158	\$165	\$174	\$182	\$191		2022
Water Softener - Filters			As needed	\$85	\$89	\$94	\$98	\$103	\$108		2022
Water Softener - Salt			As needed	\$90	\$95	\$99	\$104	\$109	\$115		2022
HVAC - Installation (PD)	2012	Absolute	---								
HVAC - Installation (Amb)	2004		---								
HVAC - Tune Up (PD)	N/A	Absolute (PMA)	Annually	\$1,475	\$1,549	\$1,626	\$1,707	\$1,793	\$1,883		2022
HVAC - Tune Up (Amb)	2013	Absolute (PMA)	Annually	\$655	\$688	\$722	\$758	\$796	\$836		2022
HVAC - Filters	2013	Absolute (PMA)	Semi-annually								
Air Vac System - Carbon Filters	2010	Absolute (PMA)	Every 4 years			\$975					2022
Air Vac System - Reg. Filters	2013	Absolute (PMA)	As needed								
Heat Pumps - Install (police)	2013	Absolute (PMA)	---	included in HVAC PMA cost above							
Boiler Installation	2004	Absolute	---								

Town Buildings Maintenance Plan

Building: Safety Complex

Ambulance portion built in 2004; police portion in 2013

Item	Last Done	Who/ Cost	Desired Frequency	Estimated Cost/Timing for Next Expected Work						
				2016	2017	2018	2019	2020	2021	Next
Boiler Inspection Duct Cleaning	2014	State on NH	Every 2 years	\$75		\$100		\$125		2022
Overhead Door Maintenance	2015	Fimble	Annually	\$400	\$420	\$441	\$463	\$486	\$511	2022
Smoke Detectors (Amb.) - 16	Dec 2015	BK Systems (\$1,568)	Every 10 years							2025
Heat Detectors (Amb.) - 5	Dec 2015	Bk Systems (\$490)	Every 15 years							2030
Smoke Detectors (PD.) - #?	Not yet		Every 10 years							2023
Heat Detectors (PD.) - #?	Not yet		Every 15 years							2028
Fire Alarm - Installation	2004	BK Systems	—							
Fire Alarm System - Check	2015	BK Systems (\$450)	Annually	\$640	\$672	\$706	\$741	\$778	\$817	2022
Fire Extinguishers(27) - Check	2015	Liberty (\$236)	Annually	\$300	\$315	\$331	\$347	\$365	\$383	2022

Totals: \$42,250 \$10,536 \$11,797 \$12,308 \$11,946 \$12,787
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Town Buildings Maintenance Plan

Building: Chapel Built in 1942

Item	Last Done	Who/ Cost	Desired Frequency	Estimated Cost/Timing for Next Expected Work						
				2016	2017	2018	2019	2020	2021	Next
<i>Exterior:</i>										
Roof - slate	original	---	---							
Chimney repairs	2011	Brian Spiker (\$1,350)	As needed							
Exterior painting	N/A - stone	---	---							
Well - Installation	2010	Skillings	---							
"Leach Field" - Installation	1983	Unknown	---							
Septic - Pumping	unknown		6 years	\$200					\$300	2027
Pest Control	Ongoing	JP Pest - \$43 qrtly	Ongoing	\$200	\$210	\$221	\$232	\$243	\$255	2022
Sealcoating	None yet									
Arborist	2015	Lee Gilman (\$250)	Annually for now	\$250	\$275		\$300		\$350	2023
Stain Wooden Side Door	Sept. 2015	church/other	Every 3 years			\$350			\$500	2024
<i>Interior:</i>										
Rug - Installation	Unknown	unknown	---							
Rug - Cleaning	N/A	N/A	N/A							
Interior painting	None Yet	N/A	As needed	\$3,000						2022
Water Filter	April 2014	Tad	Annually	X	X	X	X	X	X	2022
Well Tank - Tune-up	None yet	Maillet checked 2015	every 4-5 years				TBD			2023
Water Softener - Installation	Oct 2015	Maillet (\$1,100)	---							
Softener - Filter Change	Oct 2015	Maillet	Annually	Tad	Tad	Tad	Tad	Tad	Tad	2022
Water Softener - Tune-up	Not yet		Every 4-5 years				TBD			2023
Furnace - Installation	1991	Ciardelli	approx. 25 years	25 years	26 years					TBD
Furnace - Tune-up	2015	Absolute(\$140)	Annually - PMA	\$150	\$158	\$165	\$174	\$182	\$191	2022
Chimney Cleaning/Inspec.	April 2014	Sons (\$179)	Every 4 years			\$250			\$300	2024
New Chimney Liner	2015	Admiralty (\$2,373)	---							
St. Glass Windows - Assess	N/A				\$1,000					
St. Glass Windows - Repair	N/A					TBD				
Fire Alarm - Installation	Unknown	unknown	---							
Fire Alarm System - Check	2015	Charlie	Annually	X	X	X	X	X	X	2022
Fire Extinguishers - Check	2015	Liberty	Annually	\$55	\$58	\$61	\$64	\$67	\$70	2022
Totals:				\$3,855	\$1,700	\$1,047	\$769	\$492	\$1,967	

Needs: Potential significant future costs involving leach field replacement and stained glass windows.
 New furnace costs estimated at \$5,300 by Absolute in April, 2014. Kevin says our type of furnace "runs forever".
 Piping from furnace to chimney replaced in April, 2014.

Town Buildings Maintenance Plan

Building: Chapel

Built in 1942

Item	Last Done	Who/ Cost	Desired Frequency	Estimated Cost/Timing for Next Expected Work						
				2016	2017	2018	2019	2020	2021	Next

2 A/C units would cost about \$10,000 (total) according to Absolute; units can also provide supplemental heat unless very cold.

Town Buildings Maintenance Plan

Building: **Brusch Hall** **Built in 1983**

Item	Last Done	Who/ Cost	Desired Frequency	Estimated Cost/Timing for Next Expected Work						
				2016	2017	2018	2019	2020	2021	Next
<i>Exterior:</i>										
Roof - shingles	unknown					TBD				
Exterior painting	unknown	---	Every 8-10 years			\$4,000				2024
Well - Installation	2010	Skillings	---							---
"Leach Field" - Installation	1983 - shared with Chapel; inspected by Clarence in 2014 - in good shape									
Ramp	2009	Razzaboni (\$4,800)	---							
Pest Control	Ongoing	JP Pest - \$43 qrtly	Ongoing	\$200	\$210	\$221	\$232	\$243	\$255	2022
Sealcoating & Striping	None yet	TBD	Every 5-6 years		\$3,500					2023
Pressure Wash Ramp	None yet	TBD	Every 2 years	X		X		X		2022
<i>Interior:</i>										
Rug - Installation (upstairs)	1990	unknown	---							
Rug - Installation(downstairs)	2012?	unknown	---							
Rug - Cleaning	None yet	N/A	Every 4 years				\$300			2023
Interior painting	None yet	N/A	As needed							
Water testing	August 2015	Maillet	every 3 years		\$200				\$250	2023
Well Tank - Tune-up	Unknown	Maillet looked @ 2015	Shared with Chapel				TBD			2023
Furnace - Installation	1990	Unknown	approx. 25 years	26 years	27 years					---
Furnace - Tune-up	2015	Absolute(\$180)	Annually - PMA	\$190	\$200	\$209	\$220	\$231	\$242	2022
Dehumidifier Tune-up	2015	Absolute (PMA)	Annually - PMA	included in MPA above						
Chimney Cleaning/Inspec.	April 2014	Admiralty (\$150)	Every 4 years		\$200			\$250		2023
Fire Alarm System - Check	2013	Charlie	Annually	X	X	X	X	X	X	2022
Fire Extinguishers - Check	2013	Liberty	Annually	\$55	\$58	\$61	\$64	\$67	\$70	2022

Totals:	\$445	\$4,167	\$4,691	\$815	\$791	\$818
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Overall energy efficiency: lighting upgrades made in 2011.

Needs: Address musty smell in lower level.

Town Buildings Maintenance Plan

Building:	Annex	Built pre-1875; 3rd bay added in 1951; 4th bay added in 1995
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Item	Last Done	Who/ Cost	Desired Frequency	Estimated Cost/Timing for Next Expected Work							
				2016	2017	2018	2019	2020	2021	Next	
<i>Exterior:</i>											
Roof - metal	2014	Art Dunham (\$10,670)	30+ years								2044
Exterior painting	2014	Steven Legg (\$3,220)	Every 8-10 years								2022
Well - Installation	Unknown		---								---
"Leach Field" - Installation	1993	Corey (\$2,356)	---								
Pest Control	Ongoing	JP Pest - \$43 qrtly	Ongoing	\$200	\$210	\$221	\$232	\$243	\$255		2022
<i>Interior:</i>											
Asbestos removal	1991	Alpha (\$1,025)									
Furnace - Installation	1991	HB Knowles (\$1,990)									
Water drained	2013	Eli Austin									
Fire Alarm System - Check	?	Charlie	Annually	X	X	X	X	X	X		2022
Fire Extinguishers - Check	2015	Liberty	Annually	\$55	\$58	\$61	\$64	\$67	\$70		2022
Totals:				\$255	\$268	\$281	\$295	\$310	\$325		

To be used for "cold storage" only.