



Town of West Newbury
381 Main Street
West Newbury, Massachusetts 01985



**Community Preservation Committee
Application for the Exterior Restoration of the
West Newbury Town Hall
491 Main Street**

I respectfully submit this document to the Community Preservation Committee (CPC) for your review of a proposal to fund exterior restoration improvements to our Town Hall located at #491 Main Street. This restoration project includes the replacement and/or repairs to rotting wood trim, exterior doors, shutters, faulty gutters and damaged down spouts. To bring back the original appearance of the structure, the fire alarm call box will be relocated and any unused electrical wires or boxes will be removed from the exterior of the structure. Finally, the whole exterior will be painted in a color that represents its original appearance.

Town Hall is a historic gem in the Town of West Newbury that must be restored to its original character. It was built in 1842 and will celebrate its 178-year-old birthday this year.

It is known to most residents in town, any many others, that author Virginia Lee Burton – while attending Town Meeting – was inspired to write a children’s book based on our Town Hall titled Mike Mulligan and his Steam Shovel.

Many important decisions have been discussed, debated, and voted in our Town Hall. Many other events occurred here over the years, including: dances, basketball games, weddings, civic gatherings, and known to all around town, our own G.A.R. Memorial Library Annual Book Fair, to mention a few.

To keep these memories alive and to create new memories, I hope you will find the value of funding this proposed restoration project.

Purpose:

Over the past few years, our Town Hall has experienced an exterior paint failure on the main building. The siding was replaced over 10 years ago and immediately painted after the installation. The paint product used on this project did not adhere to the siding as designed, and as a result major peeling is occurring. We have also observed that the original and replacement gutters are failing and not operating as designed. Lastly, the woodworking is showing signs of rot and if not replaced soon, can be expected to cause interior damage to the structure.



I see this project meeting the preservation, rehabilitation, and restoration of historic resources criteria. With all the original trim still in place, it is important to replace trim where needed and restore any areas that can be saved.

I have included with this document a support letter from the West Newbury Historic District Commission (attachment A). The Historical Commission and the Board of Selectmen have previously endorsed this project.

Building Description:

As previously mentioned, our Town Hall will be celebrating its 178-year birthday in 2021. The building is a wood structure and has almost 13,000 square feet of usable space located on 0.6 acres of land at #491 Main Street. The structure is two-stories with all of the activities occurring on the first floor with storage / attic on the second floor. There is also a full basement spanning almost half the structure.

The rear of the structure is rented by a private business operating a daycare. The building is also used to store an overstock of library materials as well as other materials belonging to the West Newbury Garden Club.

Scope of Work:

The work will consist of the following;

Town staff and general contractor work

- T1. Replace any rotting and damaged trim work.
- T2. Replace any failing or damaged gutters. Redesign drainage to flow toward Main Street.
- T3. Repair any damaged shutters or exterior doors.
- T4. Relocate Fire Alarm call box from front of building to side of building on driveway side.
- T5. Remove any unused cable wires, phone wires, and utility boxes from exterior of building.
- T6. Remove non-ADA compliant handicap ramp from side of building prior to painting and reinstall previously purchased ramp at same location.

Paint contractor work

- C1. Power washing the whole structure from the roof line to the ground.
- C2. Cover and mask when needed.
- C3. Delicately scrape and remove any loose paint from trim and windows
- C4. Strip all paint from the siding on the driveway side of the structure and upper rear section above the daycare roof line.
- C5. Scrape all loose paint then sand to feather edges on all other remaining sides.
- C6. Caulk all gaps and cracks where water penetration could occur.
- C7. Remove any loose window glazing and replace with new as needed.
- C8. Apply one coat of Mad Dog elastomeric primer to all siding, trim, shutters, windows, and block walls.
- C9. Apply one coat of Benjamin Moore Regal Select low luster paint to all siding, trim, shutters, windows, and block walls and apply two coats to all three exterior doors.

See attachment D for cost estimate.

The paint contractor shall be licensed and insured for lead paint removal per state and federal guidelines. This project must be bid per M.G.L. c30 §39M and will be a prevailing wage project.

Please note that window replacement and window sashes are not included in this project. We will revisit again for a potential Green Community Grant Project to assist with this funding. We have confirmed that proceeding with the painting now, and window and sash replacement later, will not cause harm to the anticipated new paint cover.



Schedule:

If the project is recommended by the CPC and approved at Spring Town Meeting 2021, the funds would be available after July 1, 2021 or, if on the Special Town Meeting, immediately after the May 22nd Town Meeting date.

This project is a single-phase project with little to no interruptions between task. The project duration is estimated at eight to ten weeks. The work would be performed Monday to Friday between the hours of 7am – 4pm. This project is 100% weather dependent – any wet weather will delay the project.

January 2021 / May 2021

Choose final paint colors and scheme with input from both West Newbury Historical Commission and West Newbury Historic District Commission.

August 2021 / September 2021

Prepare, review and issue bid documents.

September 2021 / October 2021

Finalize contract and issue notice to proceed.

October 2021 or May 2022

Implement project. Town staff to start repair work to woodwork with painting contractor to follow.

Project Oversight:

The project will be administrated and supervised by the DPW Director and the Buildings and Grounds Foreman. There are no outside consulting services required for this project.

Town Hall Exterior Restoration Project
CPC Application - Cost Estimate
Appendix D

Item #	Task	Description	Task Performed By	Duration	Estimated Cost
T1	Replace rotting and damaged trim	Replace any rotting and damaged trim work	Town Staff	3-4 days	\$ 6,000.00
T2	Replace failing and damaged gutters	Replace any failing and damaged gutters and redesign to drain toward Main Street	Town Staff	5-6 days	\$ 7,000.00
T3	Repair shutters or exterior doors	Repair shutters and exterior doors	Town Staff	1-2 days	\$ 1,200.00
T4	Relocate Fire Alarm call box	Relocate Fire Alarm box from front to side of building	Town Staff	1-2 days	\$ 4,500.00
T5	Remove unused wire and utility boxes	Remove any unused wires and utility boxes from exterior of structure.	Town Staff	1 day	\$ 500.00
T6	Remove and reinstall handicap ramp	Remove non-complaint handicap ramp prior to painting and install recently purchased ramp after final painting	Town Staff	4-5 days	\$ 2,800.00
C1	Power wash structure	Power wash complete structure from roof line to ground	Contractor	1-2 days	\$ 2,500.00
C2	Cover and mask	Cover and mask parts of structure during painting operation. Ongoing as project progresses.	Contractor	project duration	\$ 1,000.00
C3	Scrape loose paint from trim and windows	Scrape all loose paint from trim	Contractor	2-3 days	\$ 4,000.00
C4	Strip all paint from two sides of structure	Strip latex paint from both failing sides of structure	Contractor	4-5 days	\$ 13,000.00
C5	Scrape loose paint from siding	Scrape all loose paint from siding (latex paint surfaces) and sand and feather edges	Contractor	3-4 days	\$ 8,000.00
C6	Caulk all gaps and cracks	Caulk all gaps and cracks where water penetration can damage structure	Contractor	1-3 days	\$ 2,500.00
C7	Reglaze windows	Remove any loose glazing and replace	Contractor	1-2 days	\$ 1,000.00
C8	Apply primer	Apply one coat of Mad Dog elastomeric primer to all siding, trim, shutters, doors and concrete blocks	Contractor	4-5 days	\$ 18,000.00
C9	Apply paint	Apply one coat of Benjamin Moore Regal Select low luster paint to all siding, trim, shutters and block walls and apply two coats to all three exterior doors.	Contractor	6-7 days	\$ 20,000.00
	Insurance				\$ 1,200.00
	Bid legal notice and contract bid administration	Legal notice in local newspaper and ProjectDog Inc. will host on-line bidding			\$ 2,200.00
	10% contingency				\$ 9,450.00
Total estimated cost					\$ 104,850.00