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February 21, 2023
Town of Freetown
Debbie Pettey, Town Administrator

Review Of Council on Aging Building:

ACG recently visited the site of the current “Council on Aging Building. Not much has changed since our initial survey of 2014. The building was originally brought to the site as a residential style, wood frame constructed, “modular home” placed on a concrete foundation.

Its floor plan is a basic rectangle, the rooms are located to either side of a central corridor, And wall heights are shorter than a commercial building. The basement has been fitted up as the kitchen, dining, meeting, and activity rooms with mostly accessible compliant rest rooms. All systems are residential in nature and not code compliant with current codes.

It is currently inadequate for the use as a COA Senior Center. The contemporary program needs for the Town’s aging community have changed since the original building was put into service in 1989. There have been many studies done across America on how best to serve the aging population. Your Town population has grown to 9,000 exceeding the projections we did in 2014.

The building occupies a major portion of the upper part of the overall site. The building’s structure is not in a serious failing condition, but it cannot properly service the needs of the COA Senior Center as required.

At the present time, the layout of the facility does not allow room for internal modifications to enlarge recreation areas, office space, kitchen, dining, and activity rooms. Many spaces are “multi-use” but not in an advantageous way. Movable items have to be removed and replaced in order to allow for different uses.

The building as it stands, has a need for exterior envelope repairs, and maintenance. This building is not a good candidate for complete rehabilitation into new uses as it would trigger complete building, MAAB, ADA, and energy code compliance. Adding new square footage to this structure would be economically wasteful. Trying to make the old “code” building meet “new” codes, will require an extensive, expensive labor and materials effort to adapt and reuse the existing structure. A large addition would need to be added, and interior structural changes would need to be made as well. The walls of the building themselves would require a

complete new wall assembly meeting the current energy code requirements. Not much of the original structure would be able to be maintained and reused. Currently, rooms are inadequately sized, do not meet ADA, and the entire building would need new HVAC, Plumbing, Energy compliance, Electrical, Security, IT, Fire Protection, FF&E.

Many required program areas are nonexistent like medical exam rooms, privacy and soundproof meeting office rooms to name a few.

As an example of the expected cost, I offer the following summary for a reuse of the existing shell, new additions, and renovated existing standalone COA building.

Total existing sq. ft.	3,930 Sq. Ft		
Total required sq. ft.		6,588 NET	
	Circulation x1.3 =	<u>1,976 ADD</u>	
	Required	8,564 GSF	
Cost of Additions and alterations @ 700.00 PSF =			\$5,995,000.00
Soft Costs 17%			<u>\$1,019,150.00</u>
			\$7,014,15.00

The cost to rehabilitate the existing building would not be my recommended action. Trying to reuse the existing building would require additions and alterations, structural changes, new systems, a complete gutting, and rebuilding of every space and including adding such things as an elevator.

A more economical solution would be to combine the services required for COA with another complementary group such as the library. They could share common areas, systems, parking, etc. This “campus” approach is now widely considered as a viable alternative to stand alone COA buildings. The mixing of younger and older populations has many additional benefits on a social level as well.

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Existing Facility – Council on Aging

Existing Functional Deficiencies

- a) Space: Inadequate working, meeting (privacy) and storage space.
- b) Heating/Cooling Systems: The building is not adequately climate controlled. Electric heaters and individual air conditioners are currently in place. A central air unit would work better.
- c) COA van storage: The van is kept at the Town barn during the winter; not easily, readily available.
- d) Accessibility: The second floor is not easily accessible. An elevator is needed.
- e) Kitchen: The kitchen needs to be larger and setup/layout area needs to be expanded to facilitate larger groups. The oven is offset to the exhaust hood not directly underneath.
- f) Use as an Emergency Shelter: The facility has been used as an emergency shelter but does not have showers or a clothes washer and dryer.
- g) Space for Elderly Daycare: Currently there is no space for elderly daycare; the COA uses Dighton, Fall River and Fairhaven nursing homes for \$1200.00 per month. If space were available, it would be revenue for the Town (facility).
- h) Mechanical Equipment: The generator transfer switch is difficult to throw. The director must call someone to do it.
- i) Roof Vents: The existing vents through the roof are too short, not code compliant.
- j) Reception Area: Currently there is no reception, lobby or waiting area.
- k) Recreation Room: Because of the support posts in the room activities are limited.
- l) First floor bathrooms and both kitchens have wooden wall base.
- m) Back door blows open in the wind constantly chiming the open-door alert.
- n) Propane tank is in a pit with a 9-foot drop. Children play nearby on the weekend.
- o) Acoustical ceiling grid on first floor is sagging in areas.
- p) Some windows are damaged, the operable hardware is worn making them difficult to open and close.
- q) The building exterior is falling into disrepair; sagging gutters, rotting fascia boards, decaying rake edges, peeling paint, rusted and damaged metal doors.

Existing Facility – Council on Aging

Existing Code Deficiencies

- a) ADA: The reception counter height, sinks and grab bars, sink pipe insulation changes and guards are needed and clear turning space is not sufficient.
- b) Fire Code: Need pull stations and horn strobes.
- c) Fire Code: Propane tank against building. Should be 10 feet away.

Existing Facility – Council on Aging

Existing Security Deficiencies

- a) Exterior Doors Metal doors are rusting, corroded, holes rotted through at front entrance.
- b) Staff needs a push button door release. People think this building is the police station.
- c) Private Space: Currently there is not any private space for private matters, food stamp applicants, heating oil assistance clients.

Survey Notes

- Inadequate work, storage, meeting, activities space
- No security alarm system
- No fire alarm pull stations or horn strobes
- No break room for employees
- No employee bathrooms
- Need separate private office for oil assistance and food stamp applicants
- No waiting area at reception
- No exercise room for senior programs
- Inadequate medical facilities exam room for doctor visits
- Food distribution on makeshift shelves and tables
- Dining area too small too hold events – restricted to outdoors in good weather only
- Entire upper level is old wall to wall carpeting except for kitchen and rest rooms are linoleum. Lower level is newer vinyl flooring. Upper level has drywall ceilings lower level has acoustical ceiling grid.
- Senior Clerk Office windows don't open – hardware worn out, stripped
- Interior stairs to lower level are unfinished
- Lower bathrooms and both kitchens wooden wall base need sanitary vinyl wall base
- Bathroom sinks all non ADA compliant
- Acoustical ceiling some tiles stained grid sagging in areas
- Lower kitchen partially covered wall receptacle
- Kitchen too small
- No vent exhaust above oven off to side of hood
- Staff would prefer electric stove instead of propane with elderly in building
- Kitchen ceiling leak stain
- Empire electric heaters unplugged (4) not in use anymore
- 2 Electrical panels, generator transfer switch on wall should be in an electrical room Generator transfer switch difficult to throw
- Steel columns hard steel hazard also limits activities. Need pole pads on steel poles.
- No shelving for books, puzzles etc.

- Vestibule outer double metal doors rotted through at bottom duct taped
- Vestibule drywall in disrepair, paint peeling, water damage
- Staff would like a room for the van drivers – an equipment room
- Request for more handwash sinks
- Pool table room doubles as a storage area
- Meeting room needed off the directors office
- Need a door release button for security. People think it's the police station
- Septic system occasionally gets pumped out
- Front double doors corroded at bottom, duct taped in 2 places
- Front of building loose vinyl siding gap,
- Areas of mold mildew on siding all sides,
- Front gutter is sagging on rotted fascia boards
- Rake edges, wood trim paint peeling and wood decay
- Decks are in newer condition some mildew
- Recreation Room deck railings at bottom of ramp missing 2 end caps
- Propane tank installed too close to building, should be 10 feet away from building
- Propane tank is in a pit with a concrete block wall. Kids from playground play there on weekends should have a fence to prevent falling 9 foot drop
- Reception door opens when windy door open alert goes off all day
- Metal doors are significantly rusted

Existing Facility – Council on Aging

Photographs



Front View



Rear View



Recreation Room deck mold, mildew



Recreation Room doors rusted



Missing railing caps - sharp edges



Septic system cover



Rake edge peeling paint, rotted wood, siding mold



North Side



Rusted door

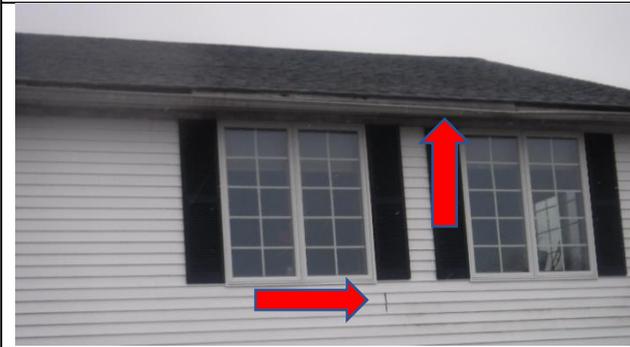




Mold, mildew on siding



Gutter sagging



Gutter sagging, gap in vinyl siding



Gap in vinyl siding close up



Front doors rust, corrosion, hole, duct tape



Close up view metal doors hole, rust, duct tape



South Side block wall 9 foot drop unsafe with nearby playground



Propane tank against building and 9 foot drop



North side rake edge rotted, mold, mildew



Rake edge peeling paint, rot, close up



Leaching field vent pipe



Reception entrance deck



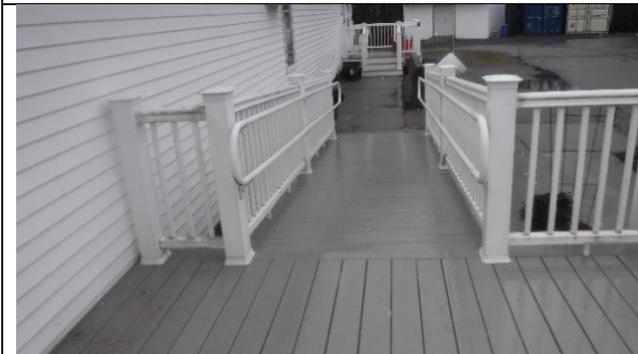
Reception entrance door opens and closes by wind



Reception entrance handicap ramp and deck



Raised metal, trip hazard



Recreation Room deck and handicap ramp



Northwest corner rake edge decay



Outdoor dining area



Outdoor storage containers



Reception area



Reception door rusted, opens in wind



Senior Clerks Office windows do not open



Senior clerks office lack of space



Senior Clerks Office window handle stripped



Directors Office lack of space



Directors Office lack of workspace



Directors Office no privacy for food stamp clients



Recreation Room storage under tables and pool table



Small Recreation Room storage under tables



Base board electric heat



Food and consumables pick up room



Storage on table



Makeshift shelving



Kitchen



Kitchen lack of storage



Kitchen wooden wall base



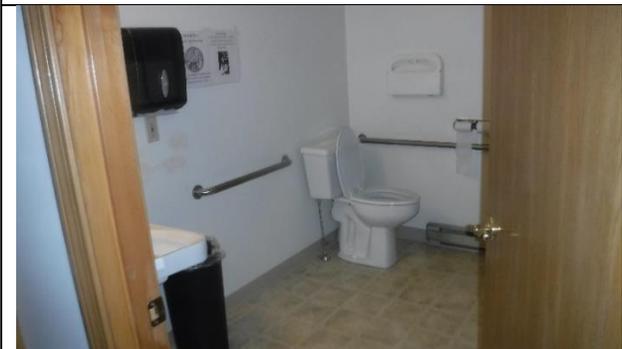
Small medical room



Gender neutral rest room 1



ADA non-compliant sink



Gender neutral rest room 2



Rest room 2 stain on ceiling



Old, worn, frayed wall to wall carpeting



Stairs to 1st Floor, no elevator



Landing, unfinished wood stairs



Small 1st Floor activity area lally columns restrict use of space



1st Floor small activity area ceiling grid sagging in some areas



Lally columns no pole padding



Lack of storage space



Newer vinyl flooring



Unused electric heaters



Under stairs insufficient storage



Circuit breaker panels and manual generator switch



Handicap electrically operated doors to unheated vestibule



Books, puzzles, games stored below window no shelves. Old unused heaters



Small kitchen and walk-in cooler/freezer



Oven not properly vented



Kitchen newer vinyl floor



Partially covered receptacle



Walk-in cooler and freezer ceiling leak



First floor gender-neutral rest room 1



1st Floor rest room 1 wooden wall base moldings



1st Floor rest room 1 newer vinyl flooring



1st Floor rest room 1 ADA non-compliant sink



1st Floor rest room 2 wooden wall base moldings



1st Floor rest room 2 sink ADA non-compliant



Vestibule peeling paint, drywall in disrepair



Vestibule close up view paint peeling



Vestibule drywall water damage



Handicap Double Doors rusted, rotted, holes, duct taped



Vestibule exterior metal double doors corrosion, rusted through hole

Existing Workloads and Demands

Statistics

Current population is 9,206 January 2023.

65 And over population 18.5% (2020 census).



February 21, 2023
Town of Freetown
Debbie Pettey, Town Administrator

Review Of Town Hall Building:

ACG recently visited the site of the current “Town Hall Building”. Not much has changed since our initial survey of 2014. The building is a typical 1830 wood frame construction placed on a rubble stone foundation. The lot is small and has limited parking.

It is currently inadequate for the continued use as the center of government for a growing Municipality. The population has grown more than projections done in our previous study. There are currently over 9,000 residents in Town.

Since our initial report of deficiencies in 2014, the condition of the building has continued to decline. The building continues to have numerous code issues, and does not serve the public efficiently. The employees in the building are tasked to work in spaces that are inadequate for the purpose required. The Town’s population has grown to exceed the projections we did in 2014. More records and record keeping result in more storage space required that is currently available.

The building occupies a major portion of the overall site. There is inadequate parking, and there is no room for expansion of the parking area. The building’s structure is not in a serious failing condition, but the entire building needs interior and exterior maintenance work.

Fortunately, the new Police Station building has allowed large meetings to be held there.

The building as it stands, has a need for exterior envelope repairs, and systems maintenance. This building is not a good candidate for complete rehabilitation into new uses as it would trigger complete building code, MAAB, ADA, and energy code compliance. Adding new square footage to this structure is difficult as the new combined square footage would require more parking above and beyond what can be achieved. Trying to meet “new” codes, will require an extensive, and expensive labor and materials effort without solving any space problems.

Interior structural changes would need to be made as well. The walls of the building themselves would require a completely new wall assembly meeting the current energy code requirements. and the entire building would need new HVAC, New HVAC, Plumbing, Energy, Electrical, Security, IT, Fire Protection, systems will need to be

provided, and research into the current water supply and wastewater disposal would need to be further researched. We anticipate they are inadequate as well.

As an example of the expected cost, I offer the following summary for a reuse of the existing shell, new additions, and renovated existing standalone Town Hall building.

Total existing sq. ft.	5,180 Sq. Ft		
Total required sq. ft.		9,717 NET	
	Circulation x1.3 =	2,915 ADD	
	Required	12,632 GSF	
Cost of Additions and alterations @ 700.00 PSF =			\$8,842,400.00
Soft Costs 17%			<u>\$1,503,208.00</u>
			\$10,345,600.00

The cost to rehabilitate the existing building would not be my recommended action. Trying to reuse the existing building would require additions and alterations, structural changes, new systems, a complete gutting, and rebuilding of every space and including adding such things as an elevator, and environmental controlled records storage vault, etc.

A more economical solution would be to tighten up the building, maybe add new windows, weatherization, insulation, where possible, fix some wiring deficiencies. I would recommend moving some of the Town Administrative services offices to other central locations, possibly in combination with other Town Facilities. By reducing the activity load on the current Town Hall, parking will be less of a problem. Interior reassignment of space can alleviate the need for additions. Some ADA issues can be removed by reallocation of space from the upper floors to the lower floors. Minor maintenance can take care of a lot of nuisance problems for the immediate future.

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Existing Facility – Town Hall

Existing Functional Deficiencies

- a) Location: Not centrally located within town.
- b) Space: Inadequate working spaces, unorganized congested foot traffic, lack of meeting (private) and secure storage space.
- c) Heating/Cooling systems: Heat and air conditioning are not uniform throughout the building. Inefficient and out of date systems are not economically feasible to use.
- d) Windows: Old single pane glass, non - working balances and drafty.

Existing Facility – Town Hall

Existing Code Deficiencies

- a) ADA: No elevator to second floor, no ADA bathrooms, lack of clear space and appropriate service counter heights.
- b) Fire Code: Lack of sprinkler system, pull stations and horn strobes.
- c) Building Code: Suspected asbestos containing materials, flooring, wall coverings and pipe insulation. Condition of fire escape, deteriorating concrete supports, corroding steel and overall secureness of the fire escape is still questionable.
- d) 3rd Floor no emergency exit
- e) 3rd Floor staircase no handrails
- f) Stairs to basement no handrails
- g) 3rd Floor unguarded glass window at floor level
- h) Insufficient number of parking spaces.
- i) The building envelope is not up to code standards for air tightness and thermal performance.

Existing Facility – Town Hall

Existing Security Deficiencies

- a) Alarms: No alarm systems in building.
- b) Secure Document Storage: Lack of secure storage for documents as required by Massachusetts General Law (MGL)
- c) Some safes too small to accommodate large books

Survey Notes

- Building not centrally located
- Numerous building code violations
- Front entrance wooden columns splitting separating
- Wood siding and trim paint peeling some areas in disrepair
- Rear of building 2 old broken light fixtures hanging from building
- Front of building roof staging bracket at unpainted highest peak
- Fire escape is corroded possibly unusable concrete supports deteriorating
- Propane powered emergency generator tank above ground could be underground
- Septic system old but no current issues
- No electric handicap door operator at main entrance
- Staff reports difficulty for wheelchair clients to open main entrance front doors
- Not enough electrical outlets too many extension cords, breakers tripping
- Asbestos in building flooring, wall covering and pipe insulation
- Single pane drafty old windows, non-working
- Lack of sprinkler system, pull stations, horn strobes
- HVAC system inadequate
- Narrow staircase to basement no railings
- Damp basement partial exposed soils floor area approximately 600 sf
- Evidence of rodents in basement
- Evidence of powder post beetles in basement
- Logs supporting building structure
- Small computer room could have MDF Main Distribution Frame room with grounded anti-static floor tile
- Telephone equipment on wall not secure
- Plaster ceiling above acoustical ceiling grid plaster intermittent falling through lower ceiling tiles
- Acoustical ceiling on second floor sagging, leaking
- Lack of work space working in close quarters, no privacy
- Voting done in narrow hallway

- Lack of meeting space
- Little or no storage space
- Safe too small to store books
- Boxes stored in corridor on second floor
- Sensitive election equipment and documents, forms stored in damp basement
- Town Clerk off site unsecured storage
- New regulations for mail in voting require more storage – 4 elections next year
- Records stored unsecured
- No employee bathrooms
- No employee break room
- No mail room - currently using a storage closet
- Electrical service and wiring antiquated - fires have occurred
- Microwave oven trips circuit
- No privacy areas for sensitive issues
- No security system
- No elevator
- Second and third floor departments have to come downstairs to wait on handicapped clients
- Difficult to hear through transactions through plexiglass
- Bathrooms not handicap accessible, ADA non compliant
- Multiple air conditioner units in windows
- 3rd floor no emergency exit, no fire escape
 - Planning Office 3rd floor unguarded floor to ceiling window - dangerous
- Third floor staircase no handrails
- Insufficient parking spaces for building. If all workers report not enough parking spaces
- BOH office too small
- Building Department office too small, electrical works off site
- Town Clerk office too small and need storage

Existing Facility – Town Hall

Photographs



Front View



Parking Lot View



Northeast Corner View



North Side



Northwest View



Old windows in disrepair



Corroded untested fire escape



Fire escape round concrete support in disrepair



Propane tank and generator



Old drafty windows



Crack in foundation



Crack in foundation close up



West side and outdoor break area



Outdoor break area



Old broken light fixtures



Oil burner room cracked window



Southwest corner



Mitered corner wood decaying



Wood clap board siding paint peeling



Southwest View



Damaged wood trim



Front entrance no handicap door operator



Front Entrance handicap ramp needs antiskid paint



Front Entrance steps



Front Entrance wooden columns separating



ADA non-compliant front stairs to second floor



Narrow staircase to basement, no railings, suspect ACM panels



Oil furnace with Becket burner, possible mold on wall



Hot water tank



Damp basement, lack of storage space



Wooden posts supporting building



Circuit breaker and generator panels



Unsecured storage in damp basement



Damp basement lack of storage space



Water main damp exposed soils floor area



Residential air conditioners stored for winter



Blue print storage insufficient damp storage space



2 Oil tanks



Angle iron stiffener



Floor joist with evidence of powder post beetles



Evidence of powder post beetles close up view



Computer room with ventilation



Computer on wooden table no rack



Computer Room duct



Computer Room blower



Election items stored in unsecure damp basement



Ballot containers in plastic bags for dampness protection



Telephone equipment on wall



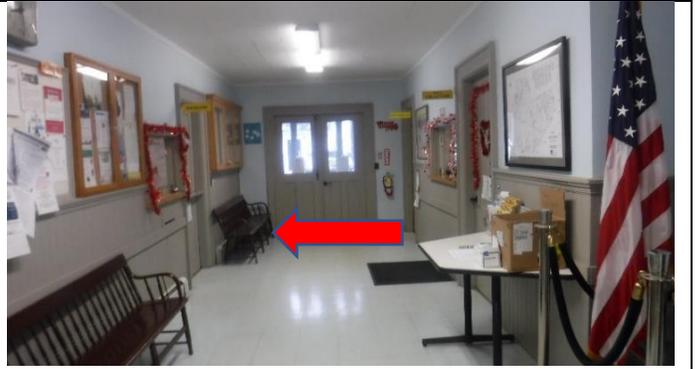
Electrical wiring



Steel girder with granite supports



First Floor lobby no handicap counter heights



First Floor entrance and lobby, bench in entry way



Narrow hallway and Mens room



Mens Room small doorway and toilet stall



Mens Room ADA Non-compliant sink



Narrow Ladies Room entrance



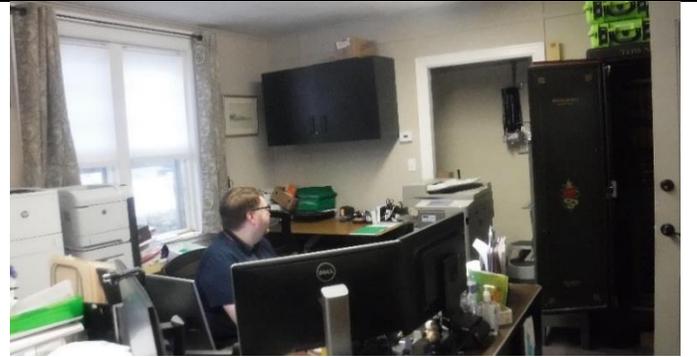
ADA non-compliant Ladies Room



Ladies Room ADA non-compliant sink



Town Clerk, Licenses Office lack of workspace, storage



Town Clerk insufficient workspace and storage space



Tax Collector Office of work and storage space



Tax Collector no employee break room



Treasurer lack of privacy, work and storage space



Mail closet with election equipment unsecured storage



Water Commission Office insufficient workspace



Assessors Office insufficient workspace



Narrow width stairs to second floor no elevator



Second floor, old ceiling replaced tiles



Second Floor storage in narrow corridor



Second Floor narrow corridor width overall view



Second Floor doors to first floor exit ADA non-compliant



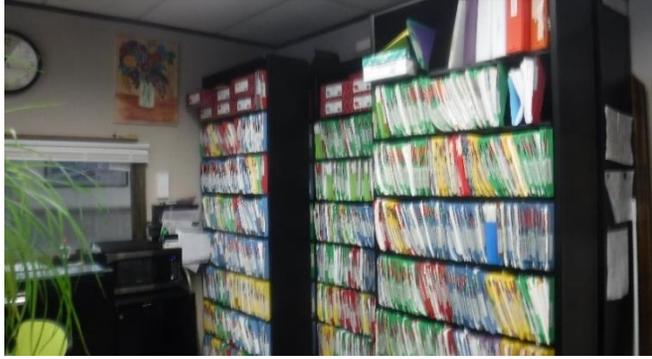
Town Accountant insufficient workspace



Board of Health Office lack of storage and workspace



Damaged leaking, sagging ceiling



Building, Plumbing, Electrical Inspectors lack of space



Selectmen's Office lack of work and storage space



Selectmen's Office lack of work and storage space



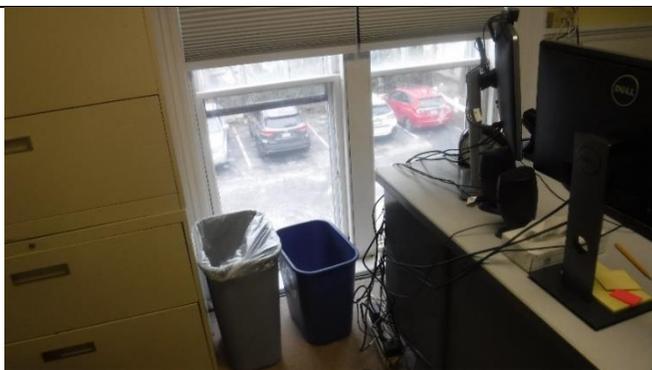
Planning Third Floor ADA noncompliant entrance



Planning Office lack of work and storage space



Circuit breaker panel and old wiring



Window at floor hazard of falling out 2 stories



Second floor unguarded window at floor



February 21, 2023
 Town of Freetown
 Debbie Pettey, Town Administrator

Review Of Library Buildings:

ACG recently visited the site of the current “Library Buildings”.

The first building “Hathaway” is a typical 1850 wood frame construction placed on a rubble stone foundation. The lot is small and has zero parking. It is historic, and is in fairly good shape. It is currently inadequate for the continued use as a modern library for a growing Municipality. The population has grown more than projections done in our previous study. There are currently over 9,000 residents in Town.

Since our initial report of deficiencies in 2014, the conditions of the building have not been able to meet the program requirements of the library. The building continues to have numerous code issues and does not serve the public efficiently.

There is no re-construction, new additions, or alterations options for this building.

The second building “ James White” also has similar problems and limitations as it is “rented space” and not viable for capital improvements by the Town.

Neither space should be considered for any capital expenditure. The only option is to combine the two sites into one centralized location and provide library program as one entity.

As an example of the expected cost for a new library, I offer the following summary.

Total combined existing sq. ft.		4,328 Sq. Ft	
Total required sq. ft.		5,197 NET	
	Circulation x1.3 =	1,559 ADD	
	Required	6,756 GSF	
Cost of Additions and alterations @ 700.00 PSF =			\$4,729,200.00
Soft Costs 17%			<u>\$ 803,964.00</u>

\$5,533,164.00

If this Library can be part of a combined complex, many common areas can be used by both groups. Additionally, this will create a “campus “ atmosphere where different ages of the population can gather and utilize the entire facility.

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Existing Facility - Guilford H. Hathaway Library

Existing Functional Deficiencies

- a) Space: Inadequate working, foot traffic, meeting (private) seating, computer areas, storage space. No employee breakroom.
- b) Windows: Single pane and drafty.
- c) Parking: No parking lot, few spaces in front of building, lack of handicap parking spaces.
- d) Water: No rest rooms, no running water.
- e) Stairs, Railings: Stairs and railings are not code compliant - attic and basement.
- f) Basement: Entire basement floor is exposed soils.
- g) Security: No alarm system

Existing Facility - Guilford H. Hathaway Library

Existing Code Deficiencies

- a) Fire Code: No sprinkler system, pull stations, horn strobes. Only one means of egress.
- b) Building Code: Suspected asbestos containing materials: pipe insulation. No running water.
- c) FEMA Flood Hazard Designation: Building located in flood zone.

Survey Notes

- No storage or workspace
- No employee break room
- Exterior recently painted
- East side upper level not painted
- No running water, no bathrooms. Have to walk to Town Hall to use bathrooms.
- Attic used as storage
- Suspect materials walls, floors and ceilings
- Has heat and air conditioning
- Basement exposed soils floor
- Evidence of rodents, hole chewed bottom of rear door
- Oil tank in basement
- Has handicap ramp

Existing Facility - Guilford H. Hathaway Library

Photographs



Front Entrance



Northwest View



West side



Southeast corner



Northeast corner of building



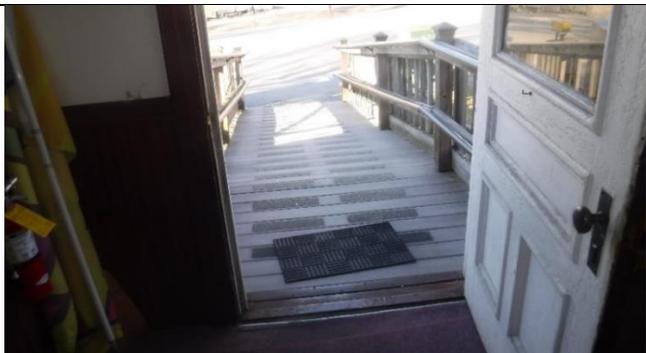
North side



Main entrance old metal railing



Main entrance ramp



Entry way



Main floor no rest rooms, no running water



Main floor with emergency lighting



Main floor no running water in building



Stairs to attic no railing



Attic storage



Old roof leaks around chimney



Oil tank in basement



Steel jack support building structure - exposed soils floor



Furnace and air conditioning split system



Steep stairs to basement code violation



Old circuit breaker panel and wiring



Main entrance non-ADA compliant



Air conditioning compressor



Upper-level peeling paint



Rear door to basement

Existing Facility – James White Library

Existing Functional Deficiencies

- a) Space: Inadequate working, foot traffic, meeting (private) seating and computer areas and storage space.
- b) Windows: Single pane pulley and rope, drafty.
- c) Parking: No parking spaces available. Parking is done across the street in the church parking lot.
- d) Bathrooms: 2 working Bathrooms are non – ADA compliant. Only one is used. Missing door on unused bathroom. No proper ventilation.
- e) Septic System: Old septic system below water table.
- f) Trust: Building is not Town owned and is maintained by a trust fund. Account is out of funds.
- g) Asbestos: Existing utility room walls and ceiling are suspect material.
- h) Floors: Floors are VAT tile and carpet tile over VAT flooring.
- i) Water: Well water rust stains are visible in toilets. Possibly may need a deeper well or water treatment system.

Existing Facility – James White Library

Existing Code Deficiencies

- a) ADA: Bathroom clear space, fixtures, accessories heights, locations non – compliant.
- b) Fire Code: No sprinkler system, pull stations or horn strobes.
- c) Building Code: Suspected asbestos containing materials; VAT flooring and wall panels.

Survey Notes

- Building not town owned – in a trust
- Trust fund for maintenance almost exhausted only \$3000 or less left in the account
- No parking have to park in church lot across the street
- Lack of space for storage, work areas
- No break room for employees
- With maintenance funds exhausted town will have to make a decision
- Old septic system below water table, trees grown around it, root damage
- Windows are old single pane glass pulley and rope type
- Old circuit breaker panel
- Main floor open area is carpet tile over VAT. VAT in back rooms
- Has well water and bathrooms. One bathroom not being used because there is no door.
- Bathrooms are non ADA compliant
- Toilets are rust stained. Well or water may be a problem. Building may need a deeper well or water treatment system
- Utility Room for well pump and furnace bathroom area suspected materials floor, walls and ceiling
- Handicap ramp and boardwalk on west side
- Algae growing on wood deck, and on handicap ramp
- Mold, mildew growing on entire building vinyl siding. Damage to siding rear of building.
- Entire building needs to be power washed

Existing Facility – James White Library

Photographs



Main Entrance



East Side



Main Entrance front steps with added handrails



Vinyl siding mold, mildew



Left front mold, mildew on vinyl siding



East side, electrical, telephone, internet, crawl space vent



Electrical, internet, telephone wiring, mold on siding



Air conditioner compressor, mold on siding



Rear door vinyl siding mold, mildew



Door splitting, unpainted threshold, mold on siding



Rear of building, double wall oil tank



Outdoor double wall oil tank



Rodent damage to siding



Close up of damaged siding, mold, mildew



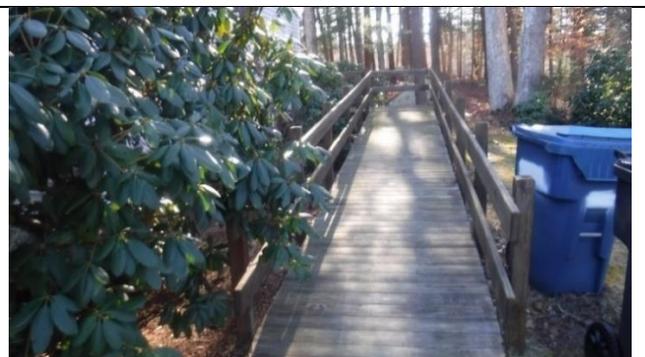
Air conditioning compressor



Mold and mildew on vinyl siding and window



Southwest corner of building mold on siding



Handicap ramp



Side handicap entrance, mold on vinyl siding



Algae growing on deck and handicap ramp



Storm window over single pane glass



Floor hatch to crawl space



Utility Room furnace, telephone and internet



Suspected asbestos containing panels, walls, ceiling



Oil burner shutoff switch behind suspect panel



Oil burner shutoff panel removed



Well pump and expansion tank



ADA non-compliant bathroom, rust in toilets



VAT tile



No grab bar



Two bathrooms one without door not used



Single pane wood rope and pulley windows



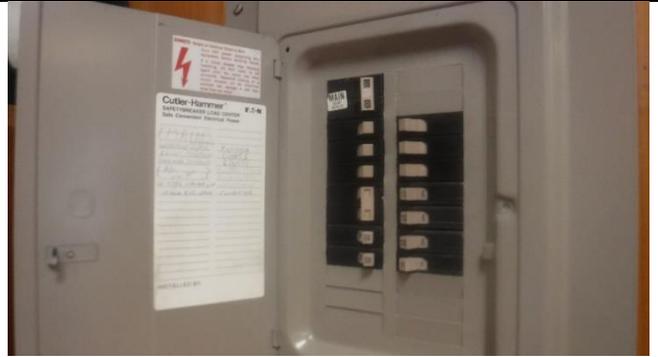
Carpet tile over VAT flooring



Children's reading corner



Circuit breaker panel



Open circuit breaker panel



Main entrance



Overall interior view



Ceiling light fixtures and ceiling fans



December 5, 2022

Town of Freetown

Debbie Pettey, Town Administrator

Review Of Old Police Station:

I visited the site of the current “Food Pantry “ housed at the former Police Headquarters. The original building was put together with an uninsulated slab on grade, CMU masonry wall construction, and wood roof framing.

Its floor plan is a basic rectangle, and the rooms are located to either side of a central corridor. While it is currently adequate for the use as a “storage” building, it is not even conceivably adequate for use as any other type of long-term document or record storage use which would require a climate-controlled environment.

The building as it stands, has had several problems over time with flooding, moisture, and HVAC deficiencies. This building is not a good candidate for rehabilitation into office spaces, climate controlled storage space, or any other use that would require a full code compliance reconstruction effort.

The size of the current building does not lend itself to use as new office spaces either. Current rooms are inadequately sized, do not meet ADA, and the entire building would need new HVAC, Plumbing, Energy compliance, Electrical, Security, IT, Fire Protection, FF&E, and might still have problems with latent moisture, and possible flooding. Since it was built in the late 1970’s, it is assumed that there might be some asbestos containing materials in the sheetrock joint mud, flooring, and possibly in the roof mastics.

Lead paint and PCB in caulking, are also a possibility. The building’s basic shell is CMU with expected block fill insulation of vermiculite. Vermiculite is mined from the same mines as asbestos and has been ruled hazardous. Even if not disturbed, the R-value of the wall assembly or roof assembly will not meet current energy codes. This would require an additional wall structure built outside or inside of the existing walls to allow for additional insulation. New

windows would also need to be installed. The floor slab, uninsulated as it currently stands, would need additional structure to allow for insulation to meet energy code.

As an example of the expected cost, I offer the following summary.

- 1. Design and engineering to provide plans and scope of work for General bidding. \$200,000.00
- 2. Full demolition and abatement, site restoration, with no building \$1,000,000.00
- 3. Selective demolition and reconstruction of existing building \$3,000,000.00

Total existing footprint after rehab		2,818 Sq. Ft
Total amount of new useable office spaces	4	800 sf
Rest Room facilities	3	192 sf
Storage rooms	2	600 sf
Mechanical room	1	300 sf
Employee break room	1	225 sf
Lobby and Common spaces	misc.	701 sf

The cost to rehabilitate the existing building would not be my recommended action. To realize only four new office spaces, requires several other necessary rooms to support the offices. A new larger building would allow many more office spaces with the same amount of support space.

The existing building currently serves the general public and all citizens of Freetown, in a capacity that does not require rehabilitation, demolition, or any improvements to the structure. The Food Pantry, receives, stores, and distributes food goods donated by the larger corporate grocery stores in the area.

In this capacity, the building is performing a needed service without any burdensome capital expense for improvements. No rehabilitation is required. To move the Food Bank out, in order to make new office space for some unnamed Town administrative purpose, would displace a quasi-public department that efficiently serves the Town, and cause them to possibly cease operations altogether or find a new home that might prohibit the viability of their service.

Any reuse of this building that would involve spending Town funds is not advantageous. Tax dollars spent towards a new building will result in better situated rooms, a more logical program, and more effective spatial design.

Since this building can operate independently, it makes sense to leave it as is, and continue its current use as the Food Pantry.

In summary, our recommendation is to leave the building in its current condition and occupancy, and, look to develop a larger new footprint building of at least two stories that can incorporate more shared spaces and use of space better serving the public need.

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Existing Facility – Old Police Station

Existing Functional Deficiencies

Building currently used for a food distribution program through donations.

- a) Space: Inadequate workspace.
- b) Exterior: Siding is peeling paint. Roof is showing signs of age.
- c) Issues: HVAC system, loose and broken windows. Soils were piled up against the building as a natural insulator. Building is ADA non – compliant.
- d) Asbestos: Suspect materials in walls, ceilings and pipe insulation.

Survey Notes

Landscaping looks satisfactory

Loam, soils piled up against building

Storage shed on site, Stop & Shop 53 foot trailer onsite for storage

Paint peeling, vertical siding unfastening in some areas

Skylight made of translucent panels

Demolition cutting wall openings in progress

Some windows were replaced some look original

Mini split air conditioner for IT room, and larger air conditioner compressor for remaining

Jail cell doors were removed

Floors: VCT, old carpeting, slate, concrete,

Ceilings: natural knotty pine, drywall

Newer doors recent new back door

Counter height not to code in old reception area

Oil heat or propane unit (unable to access in attic) heater in hallway hot water supply and return

Hot water heater was shut off

Emergency generator on site

Building appears to be put to good use

Existing Facility – Old Police Station

Photographs



Chase Road Entrance



Side Entrance



Northeast corner



Peeling paint



Peeling paint



Chase Road Entrance closeup



Peeling paint closeup



Old fluorescent lighting



Side door



Northeast corner



Rear of building



Rear of building peeling paint



Newer rear doors



Rear of building top peeling paint



Soils placed against building



Closeup of soil against building



South side buried in soil piled high



Mini split compressor for IT Room



Food distribution shelves



Aisles for shopping



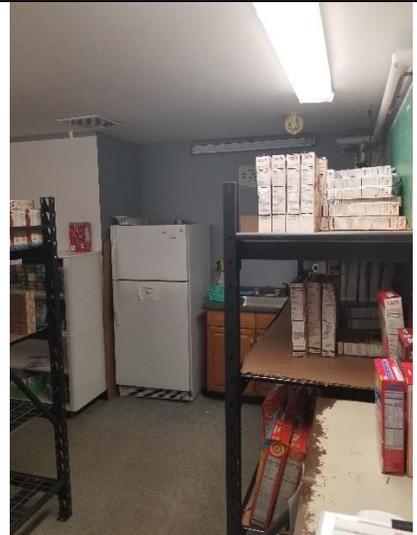
Traffic route



Aisles of food



Miscellaneous



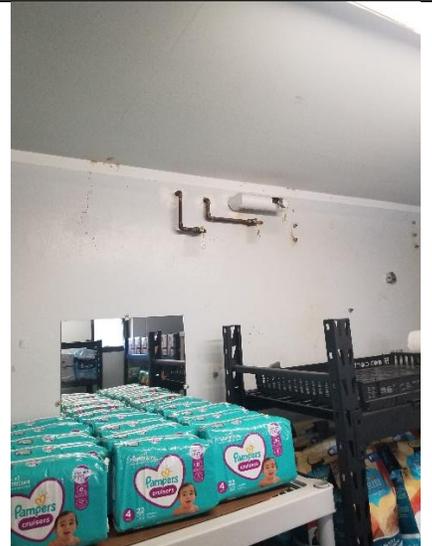
Walk through areas



Kitchen area



Non-food items



Non-food items



Hanging heater below skylight



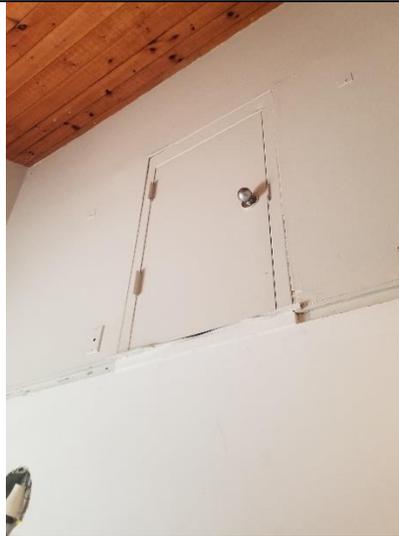
Storage



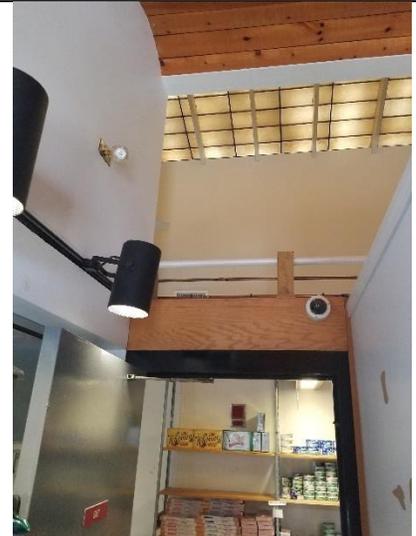
Storage lockers



Old door damaged at bottom



Access to attic, HVAC



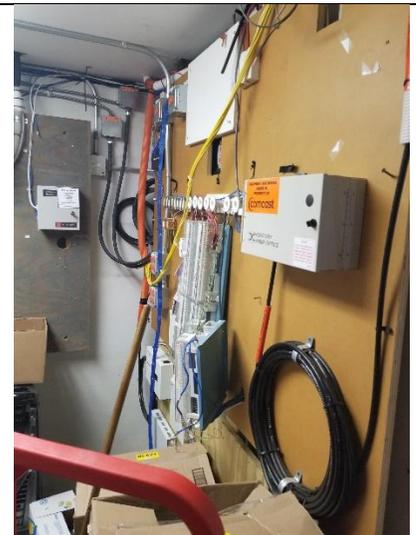
Skylight translucent panels



Main corridor



IT room



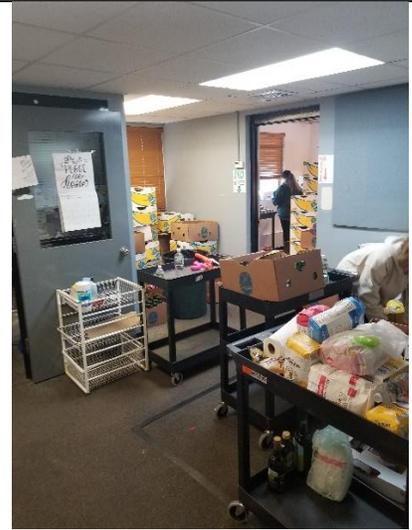
IT room



Offices



Storage area



Miscellaneous storage



Storage



Pipes with insulation



Hot water pipe



February 24, 2023
Town of Freetown
Debbie Pettey, Town Administrator

Review Of Village School Building:

ACG recently visited the site of the current “Village School Building.” Not much has changed since our initial survey of 2014. The building is a typical 1800s wood frame construction placed on a laid brick foundation. The lot is small and has limited parking.

Since our initial report of deficiencies in 2014, the condition of the building has improved slightly by some exterior work at the front porch being rebuilt and painted and new decking, railings, etc. Several new roof trusses were added, along with roof sheathing, and new roofing. On the exterior walls, some new headers and some new framing members were installed over the windows. Much of the exterior siding has been re-painted.

A new side door was added. The building continues to have numerous code issues however and still needs full renovations to all of the interior spaces and new envelope windows, doors, and some trim and siding repairs. etc.

The building currently serves as a storage of Town archival records and does not serve the Public well in this regard. There are latent moisture problems in the building as there is no heat or proper ventilation. There still remains a dirt floor in the lower level which contributes to mold and mildew growth on paper products. A proper records storage requires climate controlled systems in spaces designed to protect the records.

As a partial storage facility for archival files, this building is not fulfilling the need efficiently. The Town’s population has grown to over 9000 citizens which exceed the projections we did in 2014. More records and record keeping result in more storage space required than is currently available. This building can be made to fully accept all records, but a major construction effort would be required.

The building occupies a major portion of the overall site. There is inadequate parking, and there is no room for expansion of the parking area. The building’s structure is not in a serious failing condition, but the entire building needs interior and exterior work.

The building has a need for code upgrades, and new systems installation.

This building is a good candidate for complete rehabilitation into new uses but would require a complete building code, MAAB, ADA, and energy code compliance. Meeting the “new” codes, will require an extensive, and expensive labor and materials effort.

Interior structural changes would need to be made as well. The walls of the building themselves would require a completely new wall assembly meeting the current energy code requirements. and the entire building would need new HVAC, Plumbing, Energy, Electrical, Security, IT, Fire Protection systems. Research into the current water supply and wastewater disposal requirements would need to be further researched. We anticipate they are inadequate as well.

As an example of the expected cost, I offer the following summary for a reuse of the existing shell, new additions, and renovated existing standalone Village School building.

Total existing sq. ft.	3,160 Sq. Ft		
Total required sq. ft.		3,160 NET	
	Circulation x1.3 =		INC
	Required	3,160 GSF	
Cost of Additions and alterations @ 700.00 PSF =			\$2,212,000.00
Soft Costs 17%			<u>\$ 376,040.00</u>
			\$2,588,400.00

The cost to rehabilitate this existing building would be my recommended action. The Historic importance to the “Town Square” neighborhood requires saving it. Due to the very limited parking in the area, a records storage reuse, or some other low impact municipal use would not require very much in the way of parking spaces.

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Existing Facilities – Village School

Existing Functional Deficiencies

- a) Repairs: Building exterior needs siding repairs, wood trim replacement, there is peeling paint. Brick needs to be repointed.
- b) Windows: Windows are single pane, vegetation is growing in building.
- c) No running water, no bathrooms.
- d) Interior in disrepair
- e) Plaster falling from ceiling
- f) Suspect materials walls, ceilings
- g) Security: No alarms archive records are stored in building.
- h) Basement: Exposed soils floor creating damp conditions for assessors books storage.
- i) Wiring: Old wiring and light fixtures.

Existing Facilities – Village School

Existing Code Deficiencies

ADA: No handicap ramp.

Fire Code: No sprinkler system, pull stations or horn strobes.

Building Code: Suspected asbestos in walls, ceilings. Dangerous basement stairs hanging, floor hatch open to basement, no HVAC, side entrance single CMU block used as step, interior in disrepair walls and ceilings.

Survey Notes

- Exterior recently repaired – new roof trusses, roof, deck, doors and paint
- New side door
- New concrete floor on South ground level
- Building needs siding, wood trim repairs demolition performed in one classroom
- Bricks need repointing
- Green algae growing on brick
- One classroom needs ceiling repairs plaster falling
- Peeling paint
- Old wiring
- Very old light fixtures
- No running water
- No bathroom facilities
- No HVAC
- ADA non-compliant building
- Low metal posts hazard front of porch at landing
- Side entrance single CMU block used as step
- Interior in disrepair
- Dangerous broken staircase in basement
- Suspect materials
- Archive public records are stored unsecured single pane glass
- Assessors books stored in damp space
- No security no burglar alarm
- Evidence of rodents in building
- Damp basement exposed soils floor
- Single pane glass windows not secure
- Vegetation growing in building

Existing Facilities – Village School

Photographs



Front Entrance



West View and side door to lower level



Siding protrusion



Northwest corner



CMU block used as step



Rear of building



Rear of building bricks need repointing



Northeast corner



Green algae on brick



Side view of front steps



Front steps close up view recent repairs, paint



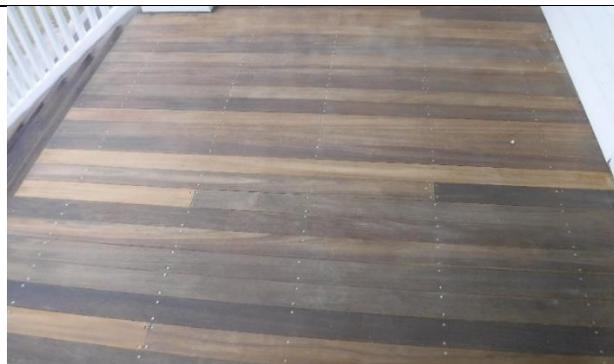
Repaired front stairs and railings



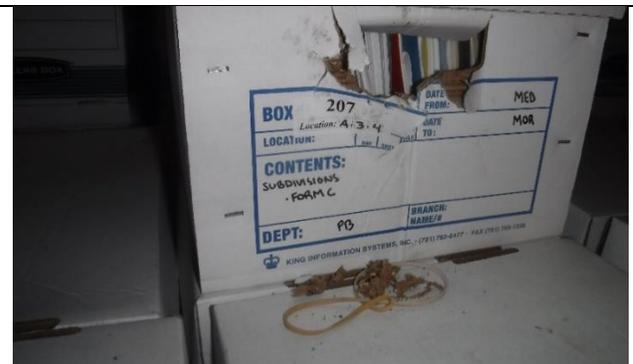
Old steel posts



New railings and deck



New deck detail



Lower-level rodent damaged archive records



Assessors' books in damp storage



Unsecured record storage single pane windows



Newer concrete floor South Side of first Floor



Shelving holding archive boxes in damp space



Close up of shelving in damp space



Partial demolition of interior walls



Electrical circuit breaker panel



Exposed soils floor, vegetation growing indoors



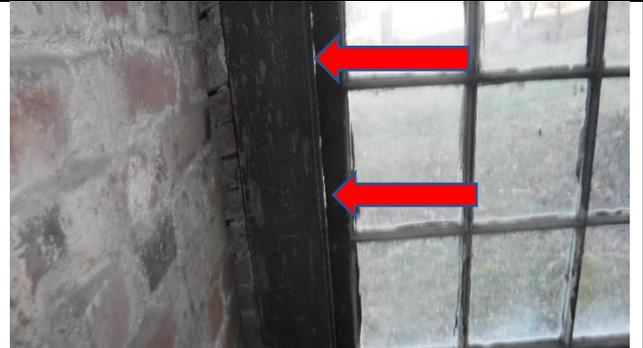
Old wood stove



Old wood furnace



Old windows with single pane glass



Unsealed windows, daylight in seams



Hazardous broken staircase



New trusses



New trusses



South Classroom partial demolition



South Classroom partial demolition



North Classroom



North Classroom chalkboards, falling ceiling



Old light fixtures, peeling paint



Ceiling falling apart



Ceiling debris on hardwood floor



Old sink no water service in building



Peeling paint



Old light fixture



Plaque on front of building circa 1794



February 24, 2023
Town of Freetown
Debbie Pettey, Town Administrator

Review Of 4 South Main Street Building:

ACG recently visited the site of the current “4 Main Street House” The building is a typical 1800’s wood frame construction placed on a rubble stone foundation. The lot is small and has limited parking.

The building occupies a major portion of the overall site. There is inadequate parking, and there is no room for expansion of the parking area. The building’s structure is in a serious failing condition, and the entire building needs interior and exterior maintenance work. The building is currently condemned.

The building will need total exterior envelope code upgrades, and new systems installation. This building is a good candidate for complete rehabilitation into new uses and would require a complete building, MAAB, ADA, and energy code compliance. Meeting “new” codes, will require an extensive, and expensive labor and materials effort.

Interior structural changes would need to be made as well. The walls of the building themselves would require a completely new wall assembly meeting the current energy code requirements. and the entire building would need new HVAC, Plumbing, Energy, Electrical, Security, IT, Fire Protection, systems will need to be provided, and research into the current water supply and wastewater disposal would need to be further researched. We anticipate they are inadequate as well.

This building could be restored to its historically correct aesthetic and maintain the architectural fabric of the “Town Square”. This property could be sold as a home and once again be put back on the tax roll.

As an example of the expected cost, I offer the following summary for a reuse of the existing shell, new additions, and renovated existing standalone 4 South Main Street building.

Total existing sq. ft.	2,400 Sq. Ft		
Total required sq. ft.		2,400 NET	
	Circulation x1.3 =	INC	
	Required	2,400 GSF	
Cost of Additions and alterations @ 700.00 PSF =			\$1,680,000.00
Soft Costs 17%			<u>\$ 285,600.00</u>
			\$2,588,400.00

The cost to rehabilitate the existing building would be my recommended action. The Historic importance to the “Town Square” neighborhood requires saving it. Due to the very limited parking in the area, a records storage reuse, or some other low impact municipal use would not require very much in the way of parking.

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Existing Facility – 4 South Main Street

Existing Functional Deficiencies

- a) Building is condemned.
- b) Large hole in in roof.
- c) Visible insect damage.
- d) Rotted and failing siding.
- e) Abandoned and boarded up.
- f) Holes in doors animals living in building.
- g) Broken windows

Survey Notes

Entire building in extreme disrepair

Abandoned, boarded up unable to look inside

Large hole in roof

Animals observed living in building

Extensive visible insect damage

Holes in door gnawed by animals

Rotted and failing siding

Multiple broken windows

Recently condemned, sign on door caution tape around entire building

Existing Facility – 4 South Main Street

Photographs



South Main Street view



Water Street view



Broken windows, rotting, insect damaged wood



Trees growing and wildlife living in building



Front Entrance



Building condemned sign on front door



Insect damage to wood



Broken windows, siding, gutters



Large hole in roof



Back corner damaged siding



Rear of building entrance to basement sealed off



Rear of building boarded up windows



Siding falling off



Caution tape around perimeter



Broken windows



Missing siding, broken windows



Boarded up side door, old damaged steps



Entire building in extreme disrepair



February 21, 2023
Town of Freetown
Debbie Pettey, Town Administrator

Review Of Proposed Combined COA/ Library

ACG received a conceptual floor plan prepared by one of the members of the COA. This floor plan provided first floor space for a combined program of COA and Library functions. We took the plan and modeled it up into 3D perspective views. As we have found with the latest of COA studies, there are several areas where an overlapping or sharing of certain program space use can become a vital and interesting coexistence. The new approach seems to be more of a “campus” setting where generational diversity can interact socially and utilize a building better, resulting in less overall initial capital requirements. Sharing mechanical systems, fire protection, elevators, storage spaces, conference rooms, rest room facilities, custodial spaces, equipment, IT, ADA resources, maintenance, etc. keeps initial building cost lower compared to providing two free standing buildings. A combined site will also lower the overall parking requirements,

As we have discovered, the population of the Town has grown more than projections done in our previous study as there are currently over 9,000 residents currently. Population growth can be expected over the next fifty years and it is a certainty that the needs of the COA and Library will grow accordingly.

Interestingly , the concept that was developed for a ground level single story combined building opens the door for consideration of making a two-level structure, which the second level would be available for future expansion. The majority of cost in a building is in the site work, foundation, walls, floors, systems, and roof structure. To add a second floor at the initial build is only a small percentage of the cost as the foundation, mechanical systems, and roof are already part of the requirements for a single-story building. Planning for future growth now will save money in the years to come.

The existing Town Hall is struggling for space. Some of the Town Offices could relocate at the new facility over time. It would enhance the “campus” approach where people who frequent the COA or the Library, would be able to easily conduct Town business transactions at the same time.

As an example of the expected cost, I offer the following summary for a new combined COA and Library with future space second floor.

Total new sq. ft.	12,000 Sq. Ft		
Total required sq. ft.		9,200 NET	
	Circulation	x1.3 =	2,760 <u>ADD</u>
	Required		11,960 GSF
Cost of Additions and alterations @ 700.00 PSF =			\$8,372,000.00
Soft Costs 17%			<u>\$1,423,240.00</u>
			\$ 9,795,240.00

The cost to build a new combined expandible facility would be my recommended action. The conceptual design you see here is one of many that could be developed, and its presentation here is only to show what a possible build might look like. No attempt to define the interior space was made. Several things necessary like close drop off point, close by parking, and exterior gathering areas are shown for context.

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