



# Town of Hooksett

## Town Hall Preservation Committee

Capital Improvement Plan Committee  
35 Main Street  
Hooksett, NH 03106

RE: Formal Address to the CIP Committee

Dear CIP Committee membership,

### BACKGROUND

The Town Hall Preservation Committee (THPC) was formed by the Town Council in 2009 to assist and advise Hooksett's Council on the stabilization, preservation, maintenance and future use of Hooksett's historic Town Hall building. The wording of the specific charge given to the THPC, as well as whether the charge called out any intended future use or purpose for the building, is currently being researched by staff and committee members. This research is also seeking to determine whether the charge and/or intended use for the facility has been clarified or modified in the ensuring interim from creation to the present. The current operating assumption among the THPC committee members and administration is that the facility be developed as a "Meeting House". In order to provide the optimal capital budget strategy, it is incumbent on the THPC to verify that this assumption is in sync with the wishes of the currently sitting Town Council members.

1. The THPC offers thanks to the CIP committee for the opportunity to update the line inputs for the "Old Town Hall" Project. The Capital Year in which a line item for "Old Town Hall" as a Project Description in the Public Works section of the CIP was 2022-2023 and 2023-2024. The THPC intends to update the Estimated Year of Completion and Total Project Cost and projected capital need amounts for Capital Years 2022-2023, in **#4 below**.

2. In order to provide the optimal best capital planning strategy for the OTH, the THPC feels that the question raised in the above BACKGROUND section (desired facility use goal) be definitively reaffirmed by the Town Council so as to allow the full scope of the preservation/renovation efforts required to be defined and costed. Please note that **regardless of the intended future use for the OTH**, costs will include at a minimum: General Conditions costs (permitting, inspections, rental equipment, project management, architectural design, hazardous waste materials testing and potential abatement, dumpster rental), Demolition, Concrete, Masonry & Drywall materials, Lumber & Miscellaneous Carpentry, Custom Millwork, Thermal and Moisture Protection, Roofing, Sealants and Caulking, Interior and Exterior Doors, Interior Glazing, Framing and Drywall Installation, Flooring, Painting and Sandblasting, Stair construction,

Plumbing, HVAC, Electrical, IT Infrastructure, Parking Lot enhancement, and Outer Brick face pointing. At present, the THPC and administration have only incomplete and non-current cost projections on which to rely. Therefore, the numbers appearing in the working CIP document for FY Ending 2022-2027 under "Estimated Year of Completion", "Project Total Cost" and yearly capital allocations are not truly reflective of realistic actual costs to renovate/preserve the OTH, regardless of the desired future use.

3. Rather than simply assume that the current members of the Town Council support the renovation/preservation of the OTH as a Meeting House, in June the THPC will be asking them to articulate their current vision, so as to give guidance in the development of an appropriate capital strategy. Armed with this knowledge, the administration, staff and the THPC can then formulate a realistic capital plan for the "Old Town Hall" line in the CIP, including Total Project Cost, Estimate year of Completion, etc.

4. As a consequence of this approach, the THPC recommends that in the interim (a) 0 dollars be entered on the 2022-2023 Old Town Hall Line and (b) 600,000 be entered in the Total Project Cost line, with footnotes made on both the 0 and 600,000 entries which indicate that project goals and scoping are being revisited by the Town Council. The rationale for retaining the 600,000 total cost entry is to create a placeholder and reminder that some significant amount of money will be required within the 5 year Capital Program period.

Thank you for allowing us to address the CIP Committee

Sincerely,

Town Hall Preservation Committee

James Sullivan

Denise Pichette-Volk