

# REPORT

Upon request of the Town Manager, the following officials, Tom Zorn, Steven LaPulma, Donald Garrity and myself, Richard Horvath, made several inspections of the Town Hall to determine code compliance of the building as it is now being used. Also, a visible review was made of the structure and the mechanical equipment. The attached appendices and pictures are considered part of this report.

- EVALUATION OF TOWN HALL.**

# EVALUATION OF TOWN HALL FOR CODE COMPLIANCE

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**Dated: 12/18/00**

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Upon request of the Town Manager, a committee of 4 Town officials, Tom Zotti, Brenda LaPointe, Donald Garrepy and myself, Richard Hammer, made several inspections of the Town Hall to determine code compliance of the building as it is now being used. Also, a visible review was made of the structure and the mechanical equipment. The attached appendixes and pictures are considered part of this report.

#### General Notes:

##### Exterior Review:

- ⇒ The building is an assembly occupancy (with some business areas) of type 3B (NFPA III-2000) construction. Its footprint is approximately 5,523 square feet. The occupant load of the second floor assembly area is 396 (chairs only). The occupant load of the courtroom under the current configuration is 83. Therefore, the total occupant load of the building, including business areas, is over 500.

##### Exterior Access Doors:

- ⇒ Codes used during the inspection include the 1997 Edition NFPA 1, Fire Prevention Code (FPC), and the 1997 Edition NFPA 101, Life Safety Code (LSC). These nationally recognized minimum building, fire, and life safety standards are adopted statewide as part of the NH State Fire Code, and locally by the Town of Wolfeboro.

#### Specific Deficiencies:

- Interior ⇒ An assembly occupancy is only allowed to be two stories (one floor above the level of exit discharge) in a building of this type of construction when the building is protected throughout by an automatic sprinkler system (LSC 9-1.6). Install and maintain an automatic sprinkler system in accordance with LSC 7-7.

- ⇒ A fire alarm system is required throughout the building (LSC 9-3.4).
- ⇒ The stair enclosure from the "rear" exit of the second floor area (which connects three stories) is not a rated enclosure. This stair tower is required to be protected from the rest of the building by construction having at least a 1-hour fire resistance rating. Install and maintain a rated exit enclosure in accordance with FPC 4-1. Provide guards and handrails per LSC 5-2.2.4.
- ⇒ Provide proper separation of "main" stair to second floor (from front of building) per FPC 4-1.
- ⇒ Bearing of several framing members needs to be checked.
- ⇒ Provide guards/handrails in the "main" stair to second floor (from front of building) as per LSC 5-2.2.4.

- ⇒ In the courtroom, exit doors are subject to locking. Provide fire or panic hardware in accordance with LSC 9-2.2.2.3.

#### **Basement/Storage:**

- ⇒ Courtroom exit doors swing in the wrong direction. Correct door swing to meet LSC 5-2.1.4.
- ⇒ Two remote exits are required from the courtroom. Provide two remote exits in accordance with LSC 5-5.1. Provide adequate signage per LSC 9-2.10.

#### **Exterior Review:**

At present, there does not appear to be any major defects in the exterior of the building structure. The roof, brick exterior and framing appear to be sound. Some of the trim, including around the windows shows signs of wood decay. The balcony on the front of the building also shows decay and in need of repair.

#### **Exterior Access Doors:**

Doors need to be changed and ramps provided to meet Life Safety Codes and the Americans for Disabilities Act standards.

#### **Drainage:**

Some drainage work is necessary to carry storm water away from the building.

#### **Interior Review:**

The interior review is broken down as follows:

##### **Ventilation:**

Inspection shows that there are some deficiencies that require further review.

- ⇒ The conditions of the sill and posts that rest on the exterior foundation.

##### **Heating:**

- ⇒ The structural impact of the two supporting posts that have been removed from the center of the meeting room (courtroom). These columns support the second floor.

- ⇒ The effect of the closing in of 2 stairwells that lead to the basement.

##### **Air Conditioning:**

- ⇒ Bearing of several framing members needs to be checked



### **Basement/Storage:**

The basement does not meet minimal requirements for record storage. Ventilation and dehumidification are minimal needs. Six thousand dollars (\$6,000) was spent during the past year to bring the basement into closer compliance. A new egress was constructed and the present stairs were separated from the basement. Emergency lighting and smoke detection was also installed. With this work being accomplished, the State Fire Marshal agreed that the basement could continue to be used for record storage.

Full code compliance would require additional work such as sprinklers and/or fire separation and the reconstruction of the stairs. See Appendix A from A.G. Architects for more details.

### **Accessibility:**

#### **Electrical:**

The building does not conform to minimum code standards required by NFPA 70 - There are 4 service drops and 6 meters for the building. One meter in the basement, one on the side of the Annex and 3 on the 2<sup>nd</sup> floor of the Annex and one on the Union Street side of the main building. This is a code violation and safety hazard in the event of fire. There are multiple electrical panels in the building making it very difficult to identify the source of each circuit. Also, there are many hanging wires and discontinued wires that need to be addressed.

Smoke detectors do not exist in many parts of the building. Additional wiring is needed to provide adequate outlets and additional lighting.

#### **Ventilation:**

This is a preliminary study based on observations by the Committee. Prior to undertaking of remedial work, a mechanical engineer should be consulted. The building does not meet the requirements for ventilation and air exchange. This is especially true in the basement area.

#### **Heating:**

The present building is heated by electricity. The heat cannot be set down at night because it takes too long to bring the temperature up in the morning. The cost to heat with electricity is about double of that for other fuels.

#### **Air Conditioning:**

Air conditioning is currently provided by 9 window air conditioners. These are high maintenance and inefficient appliances. The cost to operate is high.

**Asbestos:**

The asbestos that remains on the old heating system must be remedied. Most of this material is located in the basement under the Annex.

**Plumbing:**

There are currently 5 lavatory rooms, two in the basement, one in the Town Manager's Office, one in the Assessor's Office and one in the Annex. All 5 lavatory rooms are functional but in need of renovation and none meet ADA requirements. There are also 2 lavatory rooms on the second floor that are currently disconnected.

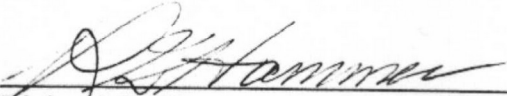
**Accessibility:**

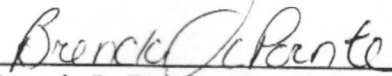
The building does not conform to minimum access standards required by "The Americans with Disabilities Act" and NH Rules on Disabilities. There is not an interior location with an acceptable access route that is available for the "physically challenged." No area of the building is available for handicap employees.

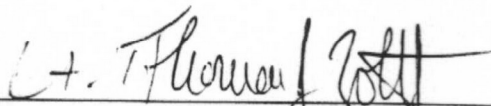
**2<sup>nd</sup> Floor:**

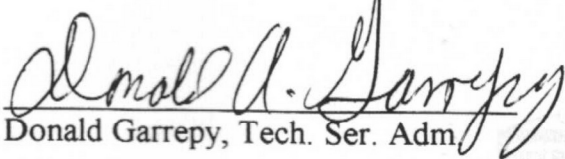
Presently the 2<sup>nd</sup> floor is unused. We have briefly looked at the 2<sup>nd</sup> floor for potential use. Any use would require an elevator installation and quite probably a sprinkler & alarm system. A complete code review and ADA compliance review would be required if the 2<sup>nd</sup> floor is used.

This is a preliminary study based on observations by the Committee. Prior to undertaking of renovations or repairs, a complete inspection should be performed by a structural and a mechanical engineer. Also, please note that many of the items need to be addressed for code compliance and building safety regardless of current or future ownership of the building.

  
Richard G. Hammer, Building Official

  
Brenda LaPointe, Tax Collector

  
Lt. Thomas Zotti, Wolfeboro Fire Dept.

  
Donald Garrepy, Tech. Ser. Adm.