

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

**Joint Meeting Selectboard and Building Assessment Needs Committee: July 14, 2025 @ 6:00 P.M.**

Town Hall Community Center

Verne Leach, Chair Selectman

Samuel Haupt, Selectman

Edward Munch Selectman

Terry Walker, Town Administrator

Justin Russell, Building Assessment Committee

Bruce Cullett, Chairman Building Assessment Committee

Jay Jewel, Building Assessment Committee

Ruth Calaycay, Building Assessment Committee

Doug Haskins, Building Assessment Committee member arrived at 6:20 p.m.

Public Attendees

**Item 1: Call to order:** 6:00 P.M.

**Item 2: Roll Call:** Chairman Leach present, Selectman Haupt present, Selectman Munch present

**Item 3: State Recording status:** Town Administrator Walker, Selectman Leach for personal reasons under exemption E

**Item 4: Building Committee: Review and approve May 7, 2025, and June 26, 2025, Building Assessment and Needs Committee meeting minutes:** Bruce Cullett motion to approve 5/7/2025 meeting, Justin Russell second, 4-0.  
Bruce Cullett motion to approve 6/26/2025 meeting, Justin Russell second, 4-0.

**Item 5: Selectboard: Review and approve June 30, 2025, Selectboard meeting minutes:** Selectman Leach motion to attach transcript from his personal recording to the minutes provided by Recording Secretary. Selectman Munch reviewed the transcript created by Selectman Leach recording. Selectman Munch refused to attach Selectman Leach's transcript to the Recording Secretary's minutes. Selectman Munch stated that Selectman Leach records for personal reasons under Exemption E and he feels that attaching Selectman Leach's transcript would be against Mass General Law. Selectman Haupt agreed with Selectman Munch and the transcript will not be included in the official minutes for June 30, 2025 meeting. Selectman Haupt stated that unless the transcript is from a 3<sup>rd</sup> party the transcript cannot be used. Selectman Haupt made a motion to approve Recording Secretary's minutes and not use the transcript from Selectman Leach, Selectman Munch second, 2-1. Selectman Leach disagreed.

**Item 6: Discuss Town Hall/ Community Center/Library Feasibility Study report of findings, recommendation, cost estimate and proposed conceptual design:**

Bruce Cullett mentioned that the feasibility study was completed, and Austin Design stated that the town hall was structurally sound. They proposed renovating and gutting the town hall.

**In addition:**

- New plumbing
- New heating
- Ventilation
- Air Conditioning
- ADA compliant
- Elevator installed in main entrance

**Bottom floor:**

Library which is a little smaller than present library, Police Department and the crawl space would be bathrooms, foundation work needed. The kitchen would be eliminated.

**Main floor:**

Occupancy for the community room would be 49 people.

Bruce Cullett explained layout of proposed rooms for all departments.

Selectman Haupt was concerned about food service to the community by eliminating the Community Center and kitchen. Selectman Haupt felt that both the renovation and new construction were very high numbers.

It was mentioned that the town will apply for a Community Development Block Grant. The town would also be able to fund part of the project with a loan from USDA similar to the Highway Garage and Fire House loans. Selectman Munch does not think either plan could work.

Bruce Cullett mentioned that a new building would be faster, and the cost is \$6,396,540. Renovating the town hall would cost \$4,004,523. Bruce mentioned that the town residents must realize that work must be done in the town hall to be ADA compliant. Selectman Munch stated that the Architects did a great job but feels that the town residents may go against a new building and also renovating the existing town hall.

Bruce mentioned that the cost for the design will be 10% of the total cost. The design for renovations will cost around \$400,000 and design for a new building would be around \$600,000. If the town pays for a design procurement is not required. A Special Town Meeting or Annual Town Meeting is a good opportunity to get residents involved and get their opinions. Selectman Haupt agreed that a STM or ATM are needed to fund the cost of the design. Selectman Leach felt that financially this will not be happening for quite a while. Bruce mentioned that utilities for the town hall are very costly. Selectman Haupt suggested that the Building Committee should get information material out to the town and the BOS should decide whether the design will take place. Selectman Munch doesn't see the town voting for the design. Bruce mentioned that we need a design before a grant can be written.

Selectman Haupt motion that the BOS support the Building Committee with distributing informational documents to residents and move forward, Selectman Munch second, 3-0.

Bruce stated the importance of educating the people on the condition of the existing town hall and the library. Everyone agreed and Selectman Munch suggested passing out informational material at the Transfer Station.

**Item 7: Public Input:** BOS gave permission for Doug Haskins to use the town credit card..

**Item 8: Selectboard: Review and approve final FY25 Vendor Warrant:** V28-2025

**Item 9: Adjourn:** Selectman Leach made a motion to adjourn the 7/14/2025 BOS Meeting, Selectman Munch second, Vote 3-0. The 7/14/2025 BOS Meeting adjourned at 7:13 P.M.

Bruce Cullett motion to adjourn the 7/14/2025 meeting at 7:13 p.m., Justin Russell second, 5-0

**Articles used:**

Vendor warrant- V28-2025  
Minutes 6/30/2025, 5/7/2025, 6/26/2025  
Austin Design Town Hall Feasibility Study

*Terry Walker*  
*Recording Secretary*

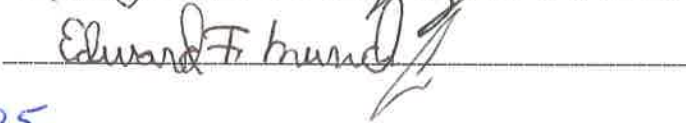
Verne Leach, Chairman



Samuel Haupt, Selectman



Edward Munch, Selectman



Date Approved: 9/2/2025

Draft Received 9-30-2025  
Kim Leach , Town Clerk



April 9, 2025

Town of Peru  
3 East Main Road  
Peru, MA 01235

## **Town of Peru, Massachusetts Municipal Building**

### **Background:**

In January 2025 Austin Design Cooperative was hired to conduct a feasibility study to determine the scope of work and associated costs required to renovate the existing building located at 3 East Main Road, Peru, MA.

The existing building is a two story, 6783 square foot wood frame and masonry block building. Formerly an elementary school, the building was partially converted to municipal office space, meeting space, and the town's police department. A thorough assessment has been done to evaluate the buildings structural integrity, its mechanical systems, electrical systems, plumbing systems, and fire protection. The building has been deemed to be structurally sound, while its mechanical systems will need to be replaced, and its electrical service and distribution will need substantial upgrades. The building is on a well and not sprinklered. Plumbing upgrades will be needed with further assessment on water quality and quantity necessary as well as domestic hot water. Fire protection will need to be upgraded with added smoke detection, alarms, and emergency lighting. There are 3 functioning single-use restrooms, with one needing accessibility renovation for required clearances around the lavatory. Extensive energy conservation measures will be needed to bring the building into compliance with current energy code, including exterior wall insulation and air sealing, new windows and exterior doors in addition to the replacement of the mechanical systems. There is an existing septic tank on site, replaced 5 years ago, that will require a Title 5 inspection.

### **Proposed Changes in Use and Improvements:**

#### Use and Occupancy:

The existing building is used for municipal offices categorized as Business Occupancy (B), Assembly (A3), and incidental storage (S) as unseparated mixed uses.

Proposed Occupancy is Business (B) as a single use group and will include:

#### Main Floor

- Office suites with multiple workstations (5)
- One dedicated conference room
- One Town Hall/Community room/Conference room
- Two accessible, single-use restrooms
- Two accessible entries

#### Lower Level

- Police Department
  - Main office with dedicated single-use restroom
  - Interview room

- Secure storage room with server closet
  - Dedicated public entry vestibule
  - Private Secure entry
- Library
  - Dedicated entry vestibule
  - Private office/archive/storage room
- Restrooms and Janitor's Closet
  - Two Accessible single-use restrooms
  - One Janitors closet
  - Two drinking fountains

Scope of Anticipated Construction work: Anticipated construction work will include the following repairs, additions and improvements to systems and finishes:

Exterior Additions and Repairs:

- Site work to grade and pave two accessible parking areas, including walks and drives, adding parking barriers at the edge of the lower parking lot.
- Addition of a new accessible entrance and pathway from the upper parking area.
- Addition of a new elevator.
- Siding will be repaired and painted, Masonry will be repaired and painted
- Roofing will be evaluated and replaced if needed
- Windows and exterior doors will be replaced with energy code compliant fenestration.
- An accessible path will be provided from the rear of the building to the lower parking area.

Interior Alterations:

- Demolition includes minor removals, cutting of openings, etc. as required for new work.
- Insulation will be added to uninsulated walls, attic and rafter spaces throughout.
- New partitions are constructed.
- One first floor restroom, will have a lavatory relocated or replaced to meet accessibility requirements
- Two new restrooms drinking fountains and janitor closet will be added to the lower level
- All new finishes are provided for floors, walls and ceilings.

FP / MEP Work Includes:

- New water and electrical services are installed.
- New/additional smoke detectors. Fire alarm system to be upgraded or replaced.
- Plumbing includes all work required for new toilet rooms, drinking fountains, janitor's closet, heat pumps, water heaters, demo of existing as necessary.
- HVAC work includes a complete new HVAC system; New heat recovery ventilation, air source heat pumps, distribution supply and return.
- Electrical work includes new service and transformer, all new switch gear, wiring, lighting fixtures and controls, new egress lighting and exit signs.

**Summary of Code related Work:**

- **Fire and Smoke Protection:** There is no sprinkler system and none is required. Fire protection is provided by smoke detection, which will be upgraded or replaced.
- **Fire Alarm:** The existing fire alarm system will be upgraded or replaced.
- **Egress:** Doors will be repaired and replaced as required; lever handles will replace knob handles.

- **Accessibility:** Because this is a public building, the entire building, and immediate site will be made fully accessible. Work required to bring the building into compliance depends on the level of work performed:
  - At a cost of <\$100,000 only the new work must comply.
  - At a cost of >\$100,000 but less than < 30% of the assessed value, the work being performed is required to comply and in addition an accessible entrance and toilet rooms must be provided.
  - If the construction cost will be greater than 30% of the assessed value the entire building must be brought into compliance. For elements where that is not possible, then a variance must be requested. *Assessed value of the building is \$1,009,000.00 x.30=\$302,700.00 so the entire building will be required to be brought up to full compliance. A new 2 stop elevator will be constructed.*

**Applicable Codes and Summary of applicability:**

- All new work will conform to 780 CMR Tenth edition and the IBC. MGL Ch. 148, section 26G requiring enhanced sprinkler protection in certain buildings which total more than 7,500 gsf in floor area and in which an addition or major alterations are conducted.
  - *Sprinklers are not required under MGL Ch. 148 section 26G.*
- 2021 IEBC International Existing Building Code with MA Amendments.
  - IEBC classifications for work include Chapter 11 Additions, Chapter 10 Change of Occupancy, Chapter 9 Level 3, Chapter 8 Level 2, and Chapter 7 Level 1 Alterations.
- 2021 IBC International Building Code with MA Amendments.
  - All new work will comply with the requirements of the IBC, as applicable.
  - Existing conditions, where required by the IEBC to meet IBC requirements will be updated.
- 2021 IECC Energy Conservation Code, with Stretch Code Amendments as adopted by Peru.
- 521 CMR Massachusetts Architectural Access Board, January 27, 2006 (MAAB)
  - The entire building and immediate site including accessible parking, route from parking to entrance and the building interior will comply to MAAB regulations.

**Core Building Data:**

Existing:

Actual (Code Req.)

• Total Gross sf area	= 6783 gsf
• Use group and Occupancy: B,A3,	Unseparated, Not Sprinklered
• Table 504.3 Allowable Building Height:	Type VB - B,A3,NS (40')
• Table 504.4 Allowable No. of Stories:	Type VB – B,A3,NS 2 stories (1)
• Table 506.2 Allowable Floor Area:	Type VB - B,A3, NS 9,869 (6,000)
• Construction Type Table 601	Type VB
• Fire Protection	Not Sprinklered, Smoke, Alarm
• Egress	Number of Exits: 6 (2)
	Max Travel Distance 80' (200')
	Egress Illumination Yes***
	Exit Signs Yes***
Toilet Fixtures	Single Use 3
Accessibility	Entrances No
	Common Spaces Yes
	Restrooms Yes***

**Proposed:**

		Actual (Code Req.)
• Total Gross sf area	= 7420 gsf	
• Use group and Occupancy: B:	Occupancy 7420/150	=50
• Table 504.3 Allowable Building Height:	Type VB-B	no change (40')
• Table 504.4 Allowable No. of Stories:	Type VB-B	2 stories (2)
• Table 506.2 Allowable Floor Area:	Type VB-B	7420 (9,000)
• Construction Type Table 601	Type VB	
• Fire Protection	Not Sprinklered, Smoke, Alarm	
• Egress	Number of Exits:	6 (2)
	Max Travel Distance	80'-7" (200')
	Egress Illumination	Yes
	Exit Signs	Yes
Toilet Fixtures**	Single-use	5
Accessibility***	Entrances	5 + 1 non***
	Common Spaces	Yes
	Restrooms	Yes

\*\* See toilet fixture count table at end of narrative.

\*\*\* Some non-compliant elements for each.

**Applicable Code Review Summary**

**MGL Ch. 148, section 26G**

- Every building or structure including additions or major alterations which total more than 7,500 gsf in aggregate floor area shall be protected with an automatic sprinkler system.
- For existing buildings, renovation work triggers compliance if A: work is deemed major; and B: if scope and cost meet certain thresholds.
  - A: Work is deemed major if it includes demolition or reconstruction of ceilings; demolition or reconstruction of subflooring; demolition, construction or repositioning of walls, stairways, or doors; removal of significant portions of the building's MEP systems that involve penetration of walls, floors and ceilings.
  - B: Scope is considered major if 1: when work affects 33% or more of the total gsf; and 2: the total cost of the work is equal to or greater than 33% of the assessed value of the building.

*\*This building is less than 7,500 gsf and will not have an automatic sprinkler system. It will have smoke detection and an alarm system.*

**Relevant Sections of 2021 IEBC as amended by 780 CMR 10<sup>th</sup> Edition:**

**2021 IEBC Work Area Method**

**Chapter 11 Additions**

- **1102.1:** An addition shall not increase the height of an existing building beyond that permitted under the applicable provisions of Chapter 5 of the IBC for new buildings.
- **1102.2:** An addition shall not increase the area of an existing building beyond that permitted under the applicable provisions of Chapter 5 of the IBC for new buildings unless fire separation as required by the IBC is provided. Exception: In-filling of floor openings and non-occupiable appendages such as elevator and exit stairway shafts shall be permitted beyond that permitted by the IBC.

- **1104.1 Energy Conservation Minimum Requirements:** Additions to existing buildings shall conform to the energy requirements of the IECC as they relate to new construction.

#### Chapter 10 Change of Occupancy

- **1011.5.2 Means of Egress for Change of Use to an Equal or Lower-Hazard Category:** *The building will have a change of occupancy from B, A3 (hazard group 3) to all B use (hazard group 4, lower hazard)*
- **1011.6.2 Height and Area for Change to an Equal or Lesser-Hazard Category:** *The building will have a change of occupancy from B, A3 (hazard group 2) to all B use (hazard group 4, lower hazard)*
- **1011.7.2 Exterior Wall Rating for Change of Occupancy Classification to an Equal or Lesser-Hazard Category:** *The building will maintain the same hazard rating*
- **1011.2.2 Fire Alarm and Detection System:** *A new or upgraded fire alarm and detection system in accordance with Section 907.2.2 Group B will be installed throughout the entire building.*

#### Chapter 9 Alterations – Level 3

- **901.2 Compliance:** *Work shall also comply with the provisions of Chapters 8 and 7.*
- **904.1.4 Automatic Sprinkler Systems/Group B:** *The building is not required to have an automatic sprinkler as it does not have sufficient municipal water supply.*
- **904.2 Fire Alarm and Detection Systems:** *Fire alarm and detection shall be provided in accordance with section 907 of the IBC.*
- **904.2.2 Automatic Fire Detection:** *Automatic fire detection system shall be provided where required by IBC.*
- **905.1 General:** *Means of egress to comply with Section 804.*
- **905.2 Means Of Egress Lighting:** *Means of egress lighting to be provided in accordance with IBC.*
- **905.3 Exit Signs:** *Exit signs to be provided in accordance with IBC.*
- **907.1 Energy Conservation/Minimum Requirements:** *Level 3 alterations to existing buildings or structures are permitted without requiring the entire building or structure to comply with the energy requirements of the IECC. The alterations shall conform to the energy requirements of the IECC as they relate to new construction only.*

#### Chapter 8 Alterations – Level 2

- **801.2 Compliance:** *Work shall also comply with the provisions of Chapter 7.*
- **801.4 Compliance:** *New construction elements, components, systems, and spaces shall comply with the requirements of the IBC.*
- **802.4 Interior Finish:** *Interior finish shall comply with the requirements of the IBC.*
- **803.2.2 Automatic Sprinkler Systems/Group B:** *The building is not required to have an automatic sprinkler as it does not have sufficient municipal water supply.*
- **804.4 Fire Alarm and Detection:** *Fire alarm and detection shall be provided in accordance with section 907 of the IBC.*
- **804.4 Number of exits.** *The number of exits shall be in accordance with Sections 804.4.1 through 804.4.3.*
- **804.8.1 Artificial lighting required.** *Means of egress in all work areas shall be provided with artificial lighting in accordance with the requirements of the International Building Code.*
- **805.8.1 Exit Signs, Work areas.** *Means of egress in all work areas shall be provided with exit signs in accordance with the requirements of the International Building Code.*

- **809.1 Energy Conservation/Minimum Requirements:** Level 2 alterations to existing buildings or structures are permitted without requiring the entire building or structure to comply with the energy requirements of the IECC. The alterations shall conform to the energy requirements of the IECC as they relate to new construction only..

#### Chapter 7 Alterations – Level 1

- **702.1 Interior finishes.** *All newly installed interior wall and ceiling finishes shall comply with Chapter 8 of the International Building Code.*
- **702.2 Interior floor finish.** *New interior floor finish, including new carpeting used as an interior floor finish material, shall comply with Section 804 of the International Building Code.*
- **702.3 Interior trim.** *All newly installed interior trim materials shall comply with Section 806 of the International Building Code.*
- **702.7 Materials and methods.** *All new work shall comply with the materials and methods requirements in the International Building Code, International Energy Conservation Code, International Mechanical Code, and International Plumbing Code, as applicable, that specify material standards, detail of installation and connection, joints, penetrations, and continuity of any element, component, or system in the building.*
- **703.1 Fire Protection, General.** Alterations shall be done in a manner that maintains the level of fire protection provided.
- **704.1 Means of Egress, General.** Alterations shall be done in a manner that maintains the level of protection provided for the means of egress.
- **708.1 Energy Conservation, Minimum requirements.** *Level 1 alterations to existing buildings or structures are permitted without requiring the entire building or structure to comply with the energy requirements of the International Energy Conservation Code or International Residential Code. The alterations shall conform to the energy requirements of the International Energy Conservation Code or International Residential Code as they relate to new construction only.*

#### Chapter 4 Repairs

- **402.1 Building Elements and Materials/Glazing in Hazardous locations:***Replacement glazing in hazardous locations shall comply with the safety glazing requirements of the IBC. Exception: Glass block walls, louvered windows, and jalousies repaired with like materials*
- **403.1 Fire Protection, General.** *Repairs shall be done in a manner that maintains the level of fire protection provided.*
- **404.1 Means of Egress, General.** *Repairs shall be done in a manner that maintains the level of protection provided for the means of egress.*

#### Chapter 6 Classification of Work

- **602.1 Alteration-Level 1:** Level 1 alterations include the removal and replacement or the covering of existing materials, elements, equipment or fixtures using new materials, elements or fixtures that serve the same purpose and shall comply with the provisions of Chapter 7.
- **603.1 Alteration-Level 2:.** Level 2 alterations include the addition or elimination of any door or window, the reconfiguration or extension of any system, or the installation of any additional equipment, and shall comply where the work area is equal to or less than 50 percent of the building area and shall comply with the provisions of Chapters 7 and 8.
- **604.1 Alteration-Level 3:.** *Level 3 alterations apply where the work area exceeds 50 percent of the building area and shall comply with the provisions in Chapters 7, 8 and 9.*

#### Relevant Sections of 2021 IBC with MA Amendments

#### Chapter 5 General Building Heights and Areas: Type VB

- **Table 504.3 Allowable Building Height:** 40' (NS B)
- **Table 504.4 Allowable Number of Stories:** 2 stories (NS B)
- **Table 506.2 Allowable Area:** 9,000GSF (NS B)
- **508.3.1 Mixed Use and Occupancy, Nonseparated Occupancies, Occupancy Classification:** Most restrictive provisions of chapter 9 that apply to the nonseparated occupancies shall apply to the total nonseparated occupancy area.
- **508.3.3 Nonseparated Occupancies, Separation:** No separation is required between Nonseparated occupancies.

#### Chapter 6 Types of Construction:

- **Table 601, 602.5 Type VB:** Type V construction is that type of construction in which the structural elements, exterior walls and interior walls are of any materials permitted by this code.

#### Chapter 7 Fire and Smoke Protection Features:

- **708.1 General:** The following wall assemblies shall comply with this section: 3. Corridor walls as required by Section 1020.1

#### Chapter 8 Interior Finishes:

- **Table 803.13 Interior Wall and Ceiling Finish Requirements by Occupancy:** Class A at exit stairways and passageways. Class B at corridors and Class C at rooms and enclosed spaces.

#### Chapter 9 Fire Protection Systems:

- **903.2 Automatic Sprinkler Systems:** A sprinkler system is not required.
- **906.1 Portable Fire Extinguishers:** Portable fire extinguishers are required in Group B occupancies.
- **907.2 Fire Alarm and Detection Systems:** Manual fire alarm systems are not required for the occupancy group.

#### Chapter 10 Means of Egress:

- **1005 Means of Egress Sizing:**
  - Stairs: 0.3 inch per occupant =  $.03 \times 49 = 14.7$
  - Other: 0.2 inch per occupant =  $.02 \times 49 = 9.8$
- **1006.2.1 Number of Exits, Egress from Spaces:** Two exits required where common path of travel is >75' or occupancy is >49.
- **1008.1 Means of Egress Illumination:** Means of egress shall be illuminated.
- **1009.1 Accessible Means of Egress:** Two accessible means of egress are required.
- **1013.1 Exit Signs:** Exit signs required.
- **1016.2 Egress through intervening spaces.** Egress through intervening spaces shall comply with this section.
  2. Egress from a room or space shall not pass through adjoining or intervening rooms or areas, except where such adjoining rooms or areas and the area served are accessory to one or the other, are not a Group H occupancy and provide a discernible path of egress travel to an exit.
- **1017.2 Exit Access Travel Distance:** Use group B, sprinklered 200 feet.
- **1020.1 Corridor Fire Resistance Rating:** 0 hr. rating allowed for use group B with less than an occupant load of 30 without a sprinkler system.

#### Chapter 11 Accessibility:

- See 521 CMR below.

**Chapter 29 Plumbing Systems:**

- [P] 2902.1 Minimum Number of Fixtures: Plumbing fixtures shall be provided per requirements in Table 2902.1, as amended by 248 CMR Table 1: 5 accessible unisex toilet rooms provided.
- Table 1 Minimum Facilities for Building Occupancy: 3 required, 5 provided
  - B Office
    - Water closets 1/20 Women, 1/25 Men.
    - Lav: 1/50.
  - *Based on full occupancy as calculated by square foot and use group, the building has a surplus of toilet fixtures.*

**Relevant Sections of 2021 IECC Energy Conservation – Stretch Code Adopted:****Chapter 5 Existing Buildings:**

- **C503.1 General.** *Alterations to any building or structure shall comply with the requirements of Section C503 and the code for new construction. Alterations shall be such that the existing building or structure is not less conforming to the provisions of this code than the existing building or structure was prior to the alteration. Alterations to an existing building, building system or portion thereof shall conform to the provisions of this code as those provisions relate to new construction without requiring the unaltered portions of the existing building or building system to comply with this code. Alterations shall not create an unsafe or hazardous condition or overload existing building systems.*

**Exception:** The following *alterations* need not comply with the requirements for new construction, provided that the energy use of the building is not increased:

1. Storm windows installed over existing *fenestration*.
2. Surface-applied window film installed on existing single-pane *fenestration* assemblies reducing solar heat gain, provided that the code does not require the glazing or *fenestration* to be replaced.
3. Existing ceiling, wall or floor cavities exposed during construction, The proposed UA shall not be greater than 110% of the target UA
4. Construction where the existing roof, wall or floor cavity is not exposed.
5. *Roof recover*.
6. *Air barriers* shall not be required for *roof recover* and roof replacement where the *alterations* or renovations to the building do not include *alterations*, renovations or *repairs* to the remainder of the building envelope.

*Discussion: Existing attic areas will be insulated to the full amount as per new construction. Existing rafter spaces will be insulated to the full space available. Existing CMU walls, foundation and slab will remain uninsulated. An interior insulated (CCUSFI) wall along all exterior CMU walls shall be constructed.*

**Relevant Sections of 521 CMR:****Chapter 3 Jurisdiction:**

- **521 CMR 3.3.1.a** *if the work costs less than \$100,000, then only the work being performed is required to comply with 521 CMR*
- **521 CMR 3.3.1.b** *if the work costs \$100,000 or more, then the work being performed is required to comply with 521 CMR. In addition, an accessible public entrance and an accessible toilet room, telephone, drinking fountain (if toilets, telephones and drinking fountains are provided) shall also be provided in compliance with 521 CMR.*
  - *Work related to an accessible entrances would include new accessible paths from parking areas, and a new accessible entry.*

- **521 CMR 3.3.2** If the work performed, including the exempted work, amounts to 30% or more of the *full and fair cash value* (see 521 CMR 5.00) of the *building* the entire *building* is required to comply with 521 CMR.

Respectfully submitted



Thomas C Chalmers, AIA, NCARB



# Peru Town Hall Feasibility Study

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## **Section 1 Introduction**

Tighe & Bond visited the Peru Town Hall over a 2-day period (March 17, 2025 and March 21, 2025) for the purpose of reviewing accessible portions of the existing mechanical, plumbing, electrical, and structural systems of the building. The existing building is a two story, 6,783 square foot building. It was formerly used as an elementary school, and currently holds town offices, a community meeting space, community kitchen and a small police department office.

This technical memorandum provides a summary of the existing systems and associated deficiencies observed during our site visit. This memorandum also provides a general description of new systems and modifications to the existing systems required to support the proposed renovations to the building based upon the Schematic Design drawings provided by Austin Design Cooperative dated April 9, 2025.

## Section 2 Mechanical

### 2.1 Existing Conditions

The building HVAC system is divided into three areas: office area, gym area, and the basement. All spaces are conditioned via the use of hot air furnaces. There is no central cooling nor outdoor air ventilation being provided to any of the areas. Fresh air enters the building by 'natural' means (through windows or uncontrolled infiltration). Such air is not filtered, tempered or humidity controlled.

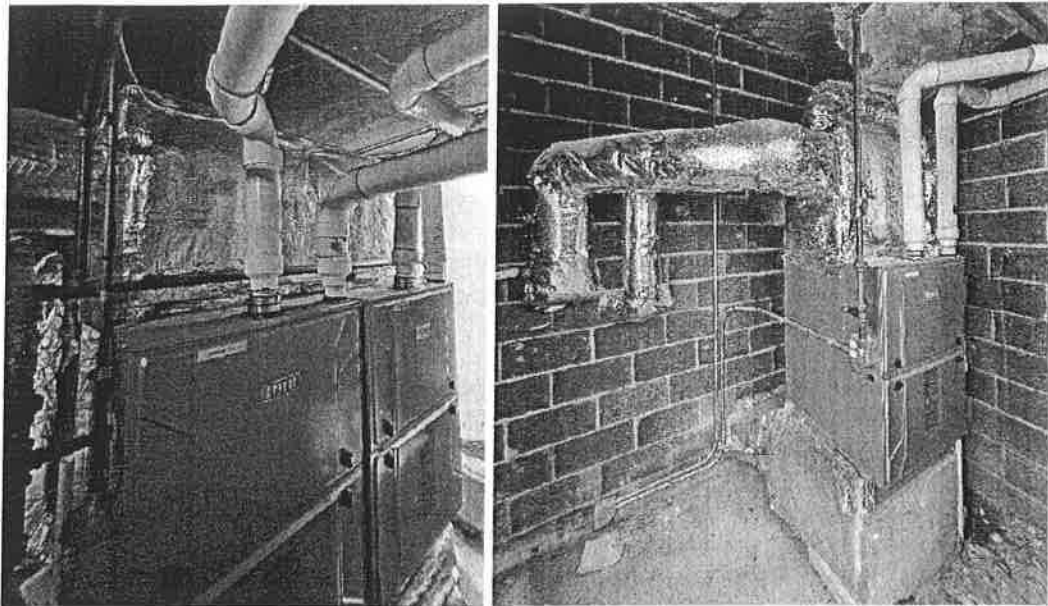
A single condensing, propane-fired furnace (manufactured by Bryant @ 2011) provides heated air to the office area via supply air ducts. The return air is routed from floor grilles and ducts in the basement back to the furnace. Most of the return air grilles appear to be blocked by shelving creating a significant deficit of return air back to the furnace. The furnace itself was observed to be in good condition. Median life expectancy of commercial grade furnaces is within the range of 15-20 years (depending upon frequency of maintenance). Based upon the age and observed condition of the furnace it is anticipated to have approximately five (5) years of remaining service life. The ductwork outside of the conditioned space is insulated. Some of the insulation near the furnace is damaged and should be repaired. The return duct routed through the crawl space is not insulated and increases heat losses.

Two condensing, propane fired-furnaces (manufactured by Bryant @ 2013) provide heated air to the gym and basement areas. This area includes the police chief office, the server room, the gym, and the multi-use space in the basement. Air is supplied via an underfloor duct systems; in the basement the duct is below slab. The duct for the upstairs spaces is routed in the basement ceiling cavity. The return grilles for this system are free and allow for air circulation. With return air duct routed in the basement ceiling. Heating is controlled by two thermostats, one for the upstairs area and one for the basement. The single upstairs zone leads to excessive heat in the smaller spaces when attempting to maintain space temperature large gym. Based upon the age and observed condition of the furnace it is anticipated to have approximately five (5) years of remaining service life. Insulation on the ductwork between the furnaces and the conditioned space is in good condition.

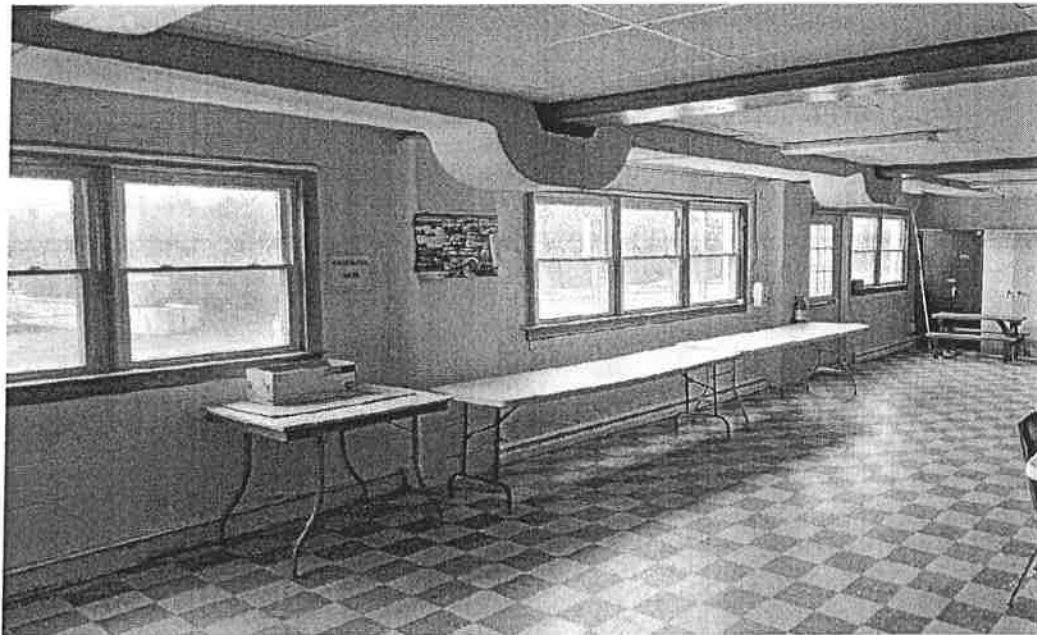
A window air conditioner is installed in the police chief's office to provide cooling. Cool air is transferred from the chief's office to the server room via a wall transfer fan, the air is then exhausted from the server room via a ceiling fan.

The main bathrooms, located on the ground floor, have exhaust fans tied to the manually operated light switches. The basement bathroom has no means of exhaust.

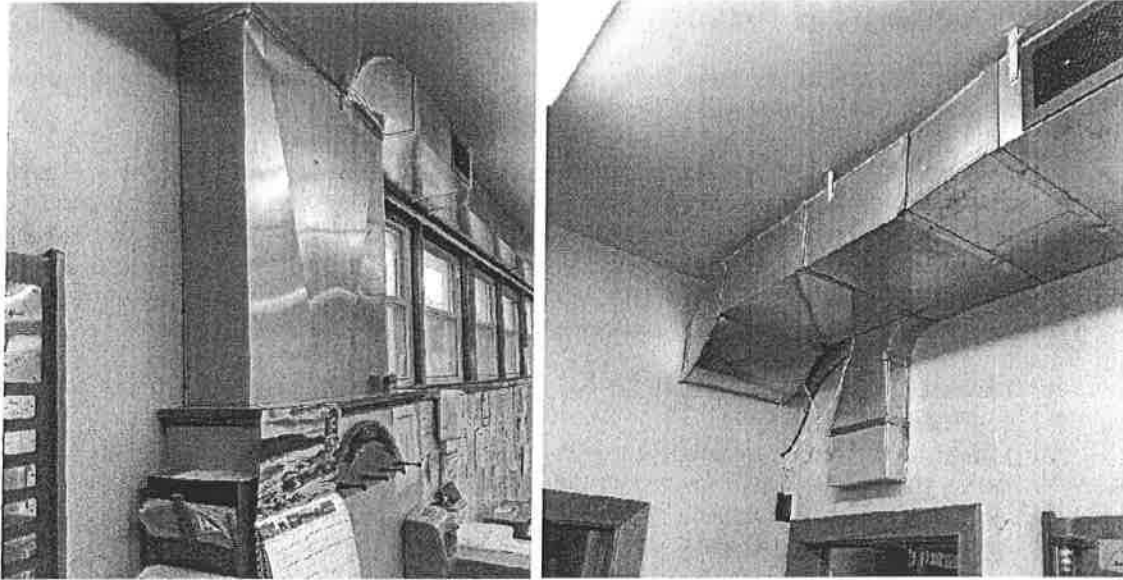
UNIT NO.	Heat Input	Heat Output	HP	Max. Airflow	E.S.P.	Serving
Furnace #1	120MBH	117MBH	1	2055cfm	0.2in.w.c	Gym Area
Furnace #2	120MBH	117MBH	1	2055cfm	0.2in.w.c	Gym Area
Furnace #3	120MBH	117MBH	1	2055cfm	0.2in.w.c	Offices



**Photo 1** - Furnaces (1 and 2, left; 3, right)



**Photo 2** - Ceiling ductwork serving upstairs gym; baseboard type air supply for basement common space



**Photo 3 - Office supply duct**

## 2.2 Mechanical Recommendations

The future mechanical system will provide filtered, ventilated and conditioned air (heated/cooled) to the new space program.

We recommend new HVAC systems for the following three areas. All systems are different from the current design, but similar in type to one another. Each area will be conditioned by a variable refrigerant flow system (VRF). Ventilation air will be supplied and exhausted by an energy recovery ventilator (ERV). Ventilation air will be routed via ductwork to the spaces or the VRF cassettes within the ceiling space. Incoming outdoor ventilation air will be dehumidified by duct mounted dehumidifiers (DH).

1. Lower level: police area with office, restroom, and interview room. Served by VRF-1, ERV-1 and DH-1.
2. Lower level: public area with library, office, and restrooms. This system would also serve the corridor and janitor's closet. Served by VRF-2, ERV-2 and DH-2.
3. Upper level: town administrative spaces, comprised of offices, community room and restrooms. Served by VRF-3, ERV-3 and DH-3.

A mini split heat pump unit dedicated to the server room will temper the space independently of the occupied spaces.

Preliminary System Sizes based on Rule of Thumb heat loads. Actual load calculations are required for the building design.

PROPOSED SYSTEMS						
System Number	Outdoor Air Supply [cfm]	Heating Estimate [MBH]	Cooling Estimate [total MBH]	Preliminary VRF system size (with ERV credit) [MBH]	Electric duct heating coil for very low temperatures [kW]	Dehumidifier Size [lb/hr]
1 - Police	200	35	24	24	5	7
2 - Library	350	63	44	48	10	12
3 - Office	500	126	90	72	15	16
*minimum ERV efficiency of 60%, numbers rounded						

## Section 3 Plumbing

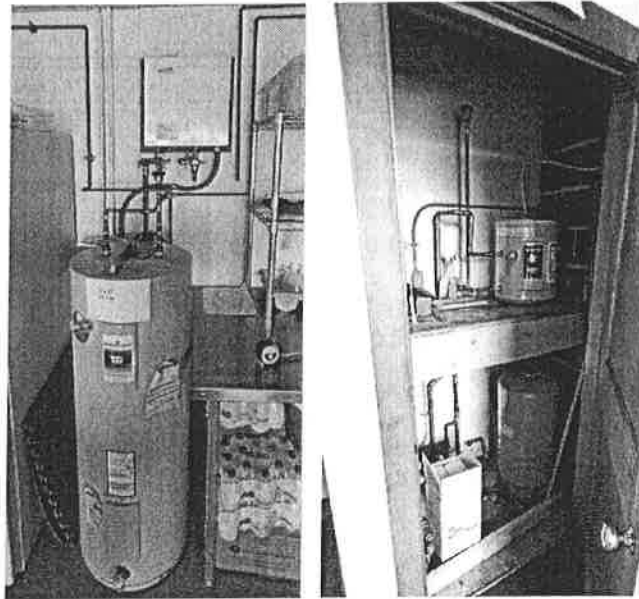
### 3.1 Existing Conditions

Domestic cold water is supplied by a well water system. The pump and pressure tank, located in an office closet, were manufactured in 2015. External corrosion is visible at the pipe connections. Internal conditions of the devices were not accessible for observation.

The building contains three electric water heaters. Two located in the basement and one in an upstairs closet. A 1994 Bradford White tank style water heater, with 40-gallon storage volume and 4500-watt of heat input, located in the kitchen provides hot water for the basement's restroom and the kitchen. According to the police chief, the newer Power Star tankless water heater was never connected to the plumbing since the building's electrical system could not support its operation. The 1994 water heater is well past the expected service life and should be replaced.

The upstairs restrooms are connected to a 2015 Bradford White water heater (model RE1606) with 6-gallon storage volume and 1500-watt of heat input. Tighe & Bond exercised the water heater by turning on the hot water in the sink. We observed that the water produced was not hot after xx minute of the running faucet. We recommend a Plumbing contractor being engaged to service the equipment to determine if simply adjustment will remedy the issue or if wholesale replacement is required.

The drainage and vent systems are located within wall cavities and could not be observed apart from the vent stack above the roof-line. The occupants did not report any plumbing issues with the system.



**Photo 4 (left)** - Basement water heaters (tank type, and unconnected instantaneous type)

**Photo 5 (right)** - Upstairs water heater and well water system



**Photo 6** - Well water piping in basement

### **3.2 Plumbing Recommendations**

The plumbing system improvements are dependent upon the results of the water quality and quantity analysis.

At a minimum the following will be part of the system upgrades:

1. Replacement of all fixtures and installation of additional ones (five lavatories, five toilets, one mop sink)
2. Replacement of water heaters with a mixture of
  - a. One centralized 50-gallon storage tank heat pump water heater
  - b. One 5-kilowatt instantaneous point-of-use water heaters

The domestic hot and cold water piping will be replaced throughout to meet the new design layout. The well pump system and pressure tank will be replaced as well.

The sanitary waste piping system should be video scoped to determine its condition. If suitable new fixtures might be reconnected to the existing piping. New fixture locations will be tied-in and require modifications of the underground drainage system. All sanitary drains will discharge to the site's septic system.

We assume the elevator to be traction type rather than a hydraulic, as such an oil water separator is not anticipated .

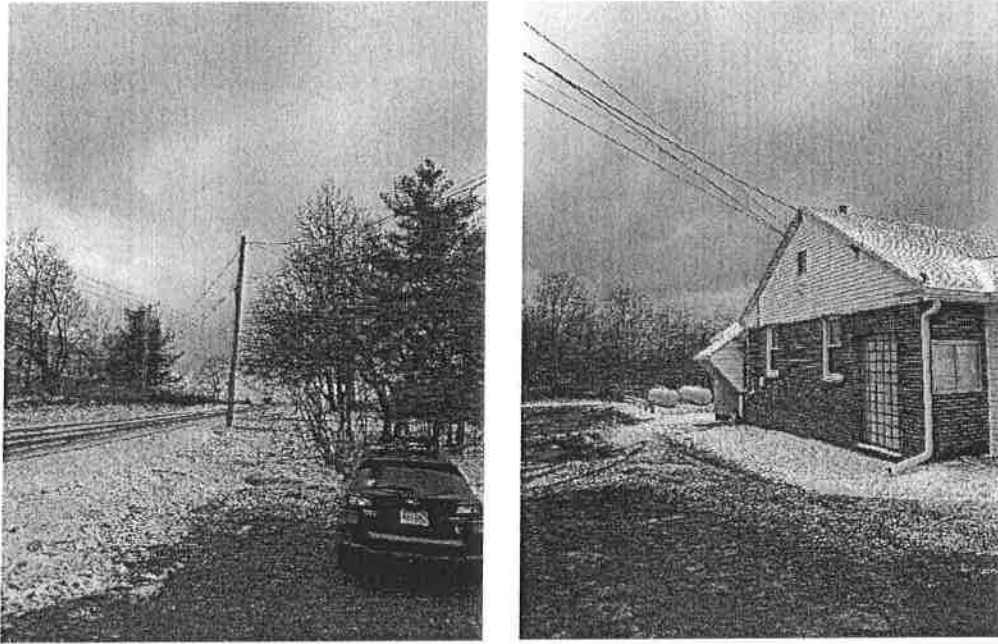
The water quality test may lead to requiring the installation of a water softening and filtering system.

## Section 4 Electrical

### 4.1 Existing Conditions

The electric utility company serving Peru, MA is Eversource.

The building electrical service originates from existing utility pole #41-1 (along Main Road), with electrical lines running overhead from the utility pole over to a weatherhead (mounted on the side of the building).



**Photos 1 & 2 – Utility Pole & Overhead Electric Lines To Building**

The electrical lines transition down the side of a building (routed in RGS conduit) into the utility kW demand meter.

The utility meter is mounted within a NEMA-3R socket enclosure and is rated as follows: CL200, 240V, 3W, 60Hz. The meter number is 89-069-158. The building is equipped with a separately metered electrical service and the electrical infrastructure is arranged for a single-tenant occupancy.



**Photo 3 – Utility KW Demand Meter**

The main electrical distribution equipment is established in the 1<sup>st</sup> floor office space. Electrical equipment in this office includes the following:

- Main Service Fuse Switch: Rated 200A, 120/240V, 1-Phase, 3-Wire – manufactured by Federal Pacific Equipment (FPE)
- Main Power Panel: Rated 200A, 120V/240V, 1-Phase, 3-Wire, 42-Poles – manufactured by Eaton BR Series
- Automatic Transfer Switch (with integral 200A Disconnect)



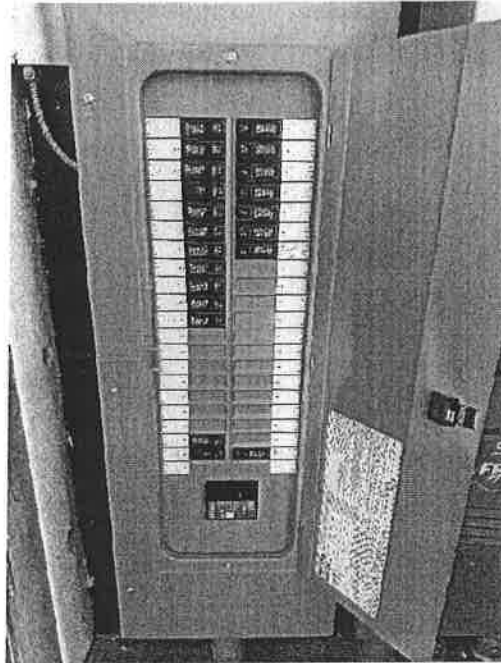
**Photo 4 – 1<sup>st</sup> Floor Main Electric Distribution Equipment**

## Section 4 Electrical

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The main power panel is equipped with branch circuits serving the following loads:

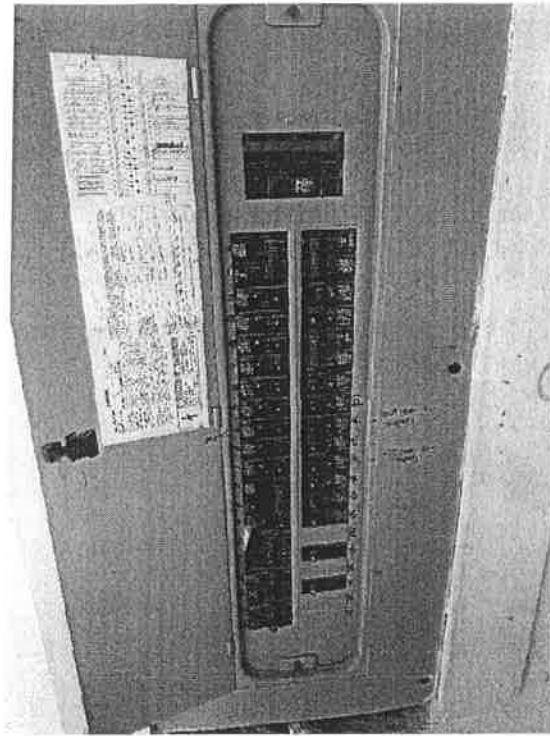
- Office general-purpose receptacles (fed via multiple 20A, 120V branch circuits)
- Cellar Exhaust Fan & Dehumidifier (fed via 20A, 120V branch circuit)
- Printer (fed via 15A, 120V branch circuit)
- Interior lighting (fed via 15A, 120V branch circuit)
- Well Pump (fed via 20A, 240V branch circuit)
- Hot Water Heater (fed via 30A, 240V branch circuit)
- Basement Level Sub-Panel (fed via 200A, 240V sub-feed breaker)



**Photo 5 – 1<sup>st</sup> Floor Main Power Panel**

The basement level recessed mounted sub-panel (no label – fed via main power panel) is rated as follows: 200A, 120/240V, 1-Phase, 3-Wire, 40-Poles. The panel is equipped with a top-mounted 200A Main Circuit Breaker (MCB) and is manufactured by Siemens, catalog #G4040MB1200. The panel is equipped with branch circuits serving the following:

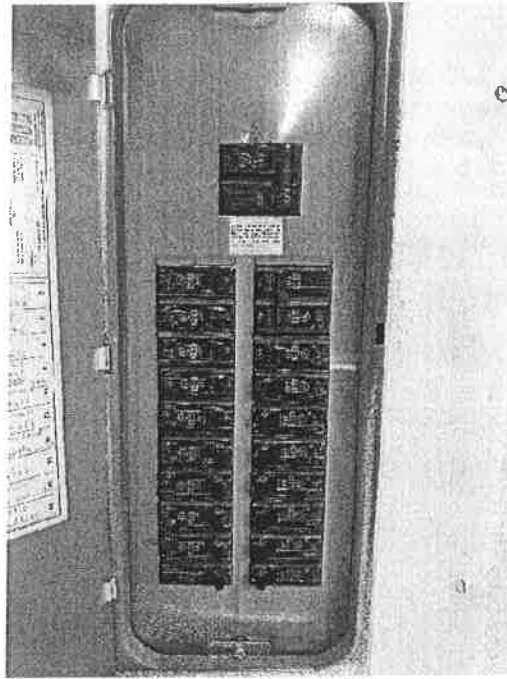
- Kitchen/Cafeteria receptacles (fed via multiple 20A, 120V branch circuits)
- Police Department receptacles (fed via multiple 20A, 120V branch circuits)
- Kitchen/Cafeteria lighting (fed via multiple 20A, 120V branch circuits)
- Exterior lighting (fed via multiple 20A, 120V branch circuits)
- Exit signs (fed via 20A, 120V branch circuit)
- Hot water heater (fed via 30A, 240V branch circuit)
- Kitchen Stove (fed via 50A, 240V branch circuit)
- Blowers (fed via 20A, 240V branch circuit)
- Police Garage (fed via 60A, 240V branch circuit)
- 2<sup>nd</sup> Floor Storage Panel (fed via 100A, 240V branch circuit)



**Photo 6 – Basement Power Sub-Panel**

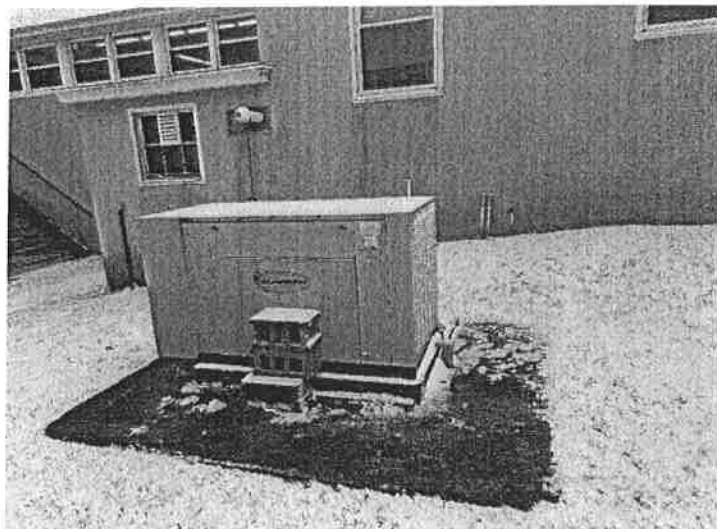
The 2<sup>nd</sup> level surface mounted sub-panel (no label – fed via basement sub-panel) is rated 100A, 120/240V, 1-Phase, 3-Wire, 20-Poles. The panel is equipped with a top-mounted 100A MCB and is manufactured by GE PowerMark Gold Series. The panel is equipped with branch circuits serving the following:

- Gym lighting (fed via multiple 20A, 120V branch circuits)
- Event hall lighting (fed via 20A, 120V branch circuit)
- Exit signs & Emergency Lights (fed via 20A, 120V branch circuit)
- Computer room receptacles (fed via 20A, 120V branch circuit)
- North/West wall receptacles (fed via multiple 20A, 120V branch circuits)
- AC outlet (fed via 20A, 120V branch circuit)
- Police/Security receptacles (fed via multiple 20A, 120V branch circuits)



**Photo 7 – 2<sup>nd</sup> Level Sub-Panel**

The building is also equipped with a natural gas standby power generator (mounted outside) providing back up power for the entire building. Note – the generator did not have a nameplate placard listing the equipment’s electrical ratings (i.e. KW/KVA, Voltage, Phase, etc.). Based on the 200A breaker inside the automatic transfer switch (ATS), we can assume the intent of the generator system is to provide backup power for the entire 200A, 120/240V electric service.

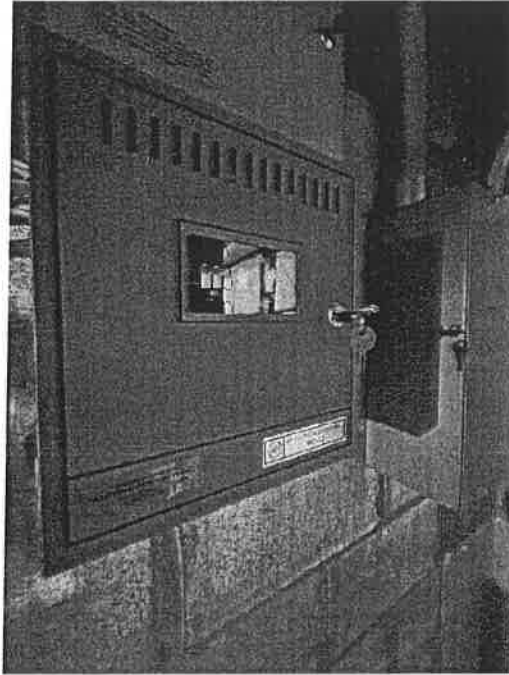


**Photos 8 & 9 – Natural Gas Generator & ATS**

## Section 4 Electrical

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The building is equipped with a 2-Zone conventional-style fire alarm system. The fire alarm control panel (positioned in the basement, storage area) is manufactured by FireLite Alarms MP-12. Manual pull stations were mounted adjacent to each egress door, and ceiling mounted smoke detectors were sporadically installed in the building. Note - the building is not equipped with a fire protection (sprinkler) system and the interior areas are not protected by 100% smoke detector coverage.



**Photo 8 – Main Building Fire Alarm System**

## 4.2 Electrical Recommendations

The existing 200A, 120/240V, 1-Phase, 3-Wire electrical service will not be sufficient to accommodate the proposed building renovation program. The existing electrical service and associated distribution equipment shall be demolished and removed completely.

Based on the proposed building renovation program depicted on the architectural SD-level drawings (sheets A1.50, A1.51, A1.59 – Prepared by Austin Design Cooperative, dated 04-09-2025), Tighe & Bond recommends the following:

- Provide a new 3-Phase separately metered electrical service. New electrical service shall be rated a minimum of 600A, 208Y/120V, 3-Phase, 4-Wire.

Renovated Building Electrical Load (lighting, receptacles, telecom, miscellaneous loads, existing garage)	HVAC Electrical Load	Elevator Electrical Load	Plumbing System Electrical Load	Total Electrical Load	Electric Service Size Load	Estimated Electric Service Required
38kw	63kw	20kw	14kw	135kw	470A	600A

*Table above shows values to be used as estimates only.*

- This level of electrical upgrade will require the local service utility company (Eversource) to get involved. A utility 3-Phase primary circuit will need to be extended over to a new 3-Phase transformer to serve the building. Note – all primary circuit provisions and utility transformer shall be provided by the utility company. A meeting with the utility company on site during the early stages of design is recommended to coordinate the new electrical service for the building.
- Provide all new secondary service-entrance circuitry from the utility transformer and route underground/stub into the main building electrical room on the first level. New secondary service-entrance circuitry shall be sized to accommodate the ampacity of the new service.
- Provide grounding system for the new electrical service and server room.
- Provide all new electrical distribution equipment with surge protection (i.e. distribution panel, panelboards) sized and equipped with branch circuit breakers to accommodate the renovation program including the new elevator.
- Provide a set of power panels positioned on the 1<sup>st</sup> floor to feed new lighting, general power & mechanical equipment on the 1<sup>st</sup> floor.
- Provide a set of power panels positioned on the lower level to feed new lighting, general power & mechanical equipment on the lower level.

## Section 4 Electrical

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- Provide a new centralized lighting control system to facilitate the required control sequences for lighting & general-purpose power in accordance with the latest energy code standards. Fixtures and controls will be provided in accordance with the Massachusetts State Energy Code with Stretch Code amendments including Reduced Lighting Power and Enhanced Digital Lighting Controls credits and the recommended Illuminating Engineering Society (IES) lighting level guidelines.
- Emergency egress lighting and exit signs will be added throughout the renovated space and will be equipped with emergency battery backup features or contain emergency-back up LED drivers. The egress lighting and exit signs will be designed in compliance with Massachusetts 521 CMR and NFPA 101 – Life Safety Code.
- Provide a new addressable-style fire alarm system for initiation device monitoring and occupant signal notification. The fire alarm control panel (FACP) shall be equipped with batteries sized to provide backup power for 24 hours of operation, upon the loss of normal-source (utility) power.
- Provide all new addressable-style initiation devices (e.g. manual pull stations, smoke detectors, heat detectors and/or duct smokes as applicable). Complete smoke/heat detector coverage will be provided throughout the building including basement and attic.
- Provide all new horn/strobe devices in compliance with ADA requirements for audio and visual notification and strobe illumination levels. All strobes shall be synchronized.

If the building owner prefers standby power, a 200kW/250kVA diesel-fire generator with a skid base fuel tank with 48 hours of run time is proposed. The generator will feed a 600A automatic transfer switch providing optional standby power to the normal distribution system equipment.

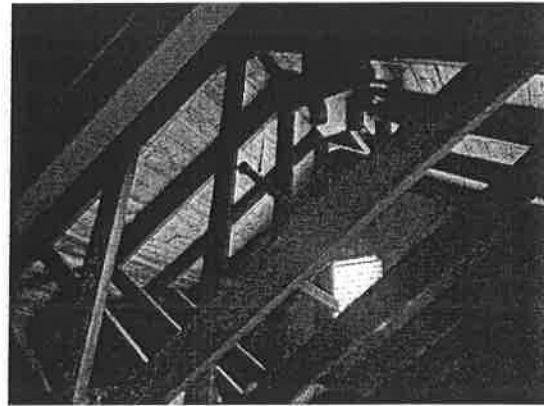
## Section 5 Structural

### 5.1 Existing Conditions

The Peru Town Hall is a two-story building with multiple structural systems utilized for support. The building sits on CMU and reinforced concrete foundations. The East portion of the building is single story with attic space. Floor construction is wood framing. Walls appear to be CMU with brick veneer. The roof system is wood trusses with wood plank decking.



**Photo 9** – Foundations and Wood Framing



**Photo 10** – Truss Supported Roof

The West portion of the building has two accessible levels, one walk in basement level and one main level above. Floor construction for the basement level is concrete slab on grade, and the floor construction for the upper level is large glue laminated beams with wood joists and a hardwood deck for flooring. The upper-level floor appears to be supported on CMU bearing walls, however, the roof system is constructed of multiple glue laminated frames which bear on pilasters located in the within the lower-level walls. Therefore, the CMU wall above the upper-level floor appears to be non-load bearing. Wood roof joists span to the glue laminated frames to support the roof deck which was not visible.



**Photo 11** – Glulam on Pilaster



**Photo 12** – Glulam Frames, Roof Joists

All structural systems throughout the building appear to be in good serviceable condition. No signs of overstress were observed during our site walk. Doors and windows were operating properly, and roof lines appear to be straight. No signs of significant building movement or water damage were noted at the time of our site visit. No calculations were performed verifying the load carrying capacity of the existing structural members, therefore commentary regarding their adequacy is based solely on visual inspections and observations.

### 5.2 Structural Recommendations

Based on the proposed changes to the spaces developed by Austin Design Cooperative (ADC), some structural modifications are needed to account for the elevator opening in exterior walls and the widening/changing of wall openings.

In addition to the structural modifications of the existing structure, the elevator will require a pit below grade with a depth to be determined by the elevator manufacturer. A mat footing will be needed to support the elevator. Considerations will need to be made not to undermine the existing building footings when constructing the new elevator footings. The depth and width of the existing building footing will need to be determined prior to design and construction of the elevator mat footing. Underpinning of the existing building footing will most likely be required. The walls of the elevator shaft will be reinforced, cast-in-place concrete walls below grade and transition to CMU block above grade extending to an elevation as shown on the architectural drawings. Next to the elevator, there will need to be a slab on grade to support the elevator lobby, and the exterior walls will need to be supported on frost wall footings.

The use of the existing upper-level area is proposed to be split into office space and community assembly type space. Because assembly spaces require heavy load carrying capacity, it is recommended as part of the next phase that Tighe & Bond analyze the load carrying capacity of the existing construction for the upper-level floor. Alternatively, if original construction drawings with structural load rating information is available, Tighe & Bond can review the drawings and determine if proposed loading is acceptable for the existing construction.



May 12, 2025

Town of Peru, MA Feasibility Study

## OUTLINE SPECIFICATIONS/SCOPE OF WORK\_ARCHITECTURAL

\*See Tighe & Bond Reports for MEP,SE, FP

\*Note: An Interior LGM wall with 5/8 GWB will be provided at all exterior masonry block walls

### First Floor

#### **Restrooms 1&2**

Floor: Provide new LVT flooring

Walls: Provide new framing for Restroom 1 with 5/8 GWB, prime, paint. Remove glass block window in Restroom 1 and infill with LGM framing and insulate with ccusfi.

Ceiling: Provide new ACT ceiling 2x2 grid

Plumbing: Provide new plumbing fixtures

Electrical: Provide 2 new 2x2 Troffer fixtures per restroom, outlets to code

#### **Mechanical Room 3**

Floor: Provide new LVT flooring

Walls: Provide new LGM framing with 5/8 GWB, prime, paint

Ceiling: Repair, prime and paint existing

Electrical: New electrical service. See Tighe & Bond Report, one surface mounted fixture

#### **Office 4**

Floor: Provide new carpet tiles

Walls: Provide new LGM framing with 5/8 GWB, prime, paint

Ceiling: Provide new ACT ceiling 2x2 grid

Windows: Provide new 3660 casement in existing opening

Electrical: Provide 4 new 2x2 Troffer fixtures, outlets to code

#### **Office 5**

Floor: Provide new carpet tiles

Walls: Provide new LGM framing with 5/8 GWB, prime, paint

Ceiling: Provide new ACT ceiling 2x2 grid

Windows: Provide new 3660 casement in existing opening

Electrical: Provide 2 new 2x2 Troffer fixtures, outlets to code

#### **Vestibule 6**

Floor: Construct a frost protected insulated concrete slab, smooth finish

Walls: Full lite aluminum storefront with full lite doors for D101 and D102 both with closers. See door schedule.

Ceiling: Wood board ceiling at collar ties.



Roof/Canopy: Wood framed gable roof with timber supports integrate with existing roof, asphalt shingles to match existing.

Lighting: One ceiling mounted fixture

### **Mechanical 7**

Floor: Provide new LVT flooring

Walls: Provide new LGM framing with 5/8 GWB, prime, paint

Ceiling: Provide new ACT ceiling 2x2 grid

Electrical: Provide 2 new 2x2 Troffer fixtures, outlets for copy/server/wifi

### **Copy/IT 8**

Floor: Provide new LVT flooring

Walls: Provide new LGM framing with 5/8 GWB, prime, paint

Ceiling: Provide new ACT ceiling 2x2 grid

Electrical: Provide 4 new 2x2 Troffer fixtures, outlets for copy/server/wifi

### **Office 9**

Floor: Provide new carpet tiles

Walls: Provide new LGM framing with 5/8 GWB, prime, paint

Ceiling: Provide new ACT ceiling 2x2 grid

Windows: Provide 2 new 7260 bi-part casement in existing opening, infill and insulate remaining opening, Provide exterior brick finish to match existing.

Electrical: Provide 6 new 2x2 Troffer fixtures, outlets to code

### **Office 10**

Floor: Provide new carpet tiles

Walls: Provide new LGM framing with 5/8 GWB, prime, paint

Ceiling: Provide new ACT ceiling 2x2 grid

Windows: Provide 1 new 7260 bi-part casement in existing opening, infill and insulate remaining opening, Provide exterior brick finish to match existing.

Electrical: Provide 4 new 2x2 Troffer fixtures, outlets to code

### **Corridor 11**

Floor: Provide new LVT flooring

Walls: Provide new LGM framing with 5/8 GWB, prime, paint

Ceiling: Provide new ACT ceiling 2x2 grid

Electrical: Provide new 2x2 Troffer fixtures every 6', and outlets to code.

### **Elevator 12**

Provide new traction elevator

### **Stair 13**

Floor: Clean and paint with epoxy finish. Demolish stair to existing interview room and provide new steel guards and handrails at this location and for existing stair.

Walls: Repair, prime, paint. LGM interior insulated wall, see note on Interior insulated walls

Ceiling: Repair, prime, paint

Window: Provide new 3660 fixed window in existing opening

Electrical: Provide new ceiling mounted fixture



#### **Office 14**

\*Note: Demo existing loft storage, stair  
Floor: Provide new carpet tiles  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint  
Ceiling: Provide new ACT ceiling 2x2 grid  
Windows: Provide 1 new 7260 bi-part casement in existing opening  
Doors: See door schedule  
Electrical: Provide 6 new 2x2 Troffer fixtures, outlets to code

#### **Office 15**

\*Note: Demo existing loft storage, stair  
Floor: Provide new carpet tiles  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint  
Ceiling: Provide new ACT ceiling 2x2 grid  
Windows: Provide 1 new 10860 casement/fixed/casement in existing opening  
Doors: See door schedule  
Electrical: Provide 6 new 2x2 Troffer fixtures, outlets to code

#### **Community/Conference 16**

Floor: Provide new LVT flooring  
Walls: Provide new LGM framing at corridor above aluminum storefront system  
Ceiling: Provide new wood slat ceiling between structure.  
Windows: Provide 2 new 10860 casement/fixed/casement in existing openings  
Doors: Aluminum storefront system, closers  
Electrical: Provide 9 new low bay Holophane refractor type pendants from ceiling structure, outlets to code

#### **Office 17**

Floor: Provide new carpet tiles  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint  
Ceiling: Provide new ACT ceiling 2x2 grid  
Windows: Provide 1 new 7260 bi-part casement and 1 new 10860 casement/fixed/casement in existing openings  
Doors: See door schedule  
Electrical: Provide 6 new 2x2 Troffer fixtures, outlets to code

#### **Office 18**

Floor: Provide new carpet tiles  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint  
Ceiling: Provide new ACT ceiling 2x2 grid  
Windows: Provide 1 new 7260 bi-part casement in a new opening  
Doors: See door schedule  
Electrical: Provide 6 new 2x2 Troffer fixtures, outlets to code

#### **Closet 19**

Floor: Provide new LVT flooring



Walls: Provide new LGM framing with 5/8 GWB, prime, paint. Provide rod and hardware.  
Ceiling: Provide new ACT ceiling 2x2 grid

#### **Closet 20**

Floor: Provide new LVT flooring  
Walls: Infill existing door, Cut new openings for D124 and D125  
Ceiling: Repair, prime, paint

#### **Vestibule 21**

Floor: Provide new LVT flooring  
Walls: Cut new opening at D113, repair, prime, paint  
Ceiling: Provide new ACT ceiling 2x2 grid  
Electrical: Provide 1 new 2x2 troffer fixture, outlets to code

#### **Landing 22**

Floor: Construct a frost wall and insulated concrete slab, smooth finish  
Walls: Provide steel guards and timber support posts for roof overhead  
Ceiling: Wood board ceiling at collar ties.  
Roof/Canopy: Wood framed gable roof with timber supports integrate with existing roof, asphalt shingles to match existing.  
Lighting: One ceiling mounted fixture

### Lower Level

#### **Entry 24**

Floor: Construct a frost protected insulated concrete slab, broom finish  
Walls: Provide timber support posts for roof overhead  
Ceiling: Wood board ceiling at collar ties.  
Roof/Canopy: Wood framed shed roof with timber supports, asphalt shingles to match existing.  
Lighting: One ceiling mounted fixture

#### **Entry 25**

Floor: Construct a frost protected insulated concrete slab, broom finish  
Walls: Provide timber support posts for roof overhead  
Ceiling: Wood board ceiling at collar ties.  
Roof/Canopy: Wood framed shed roof with timber supports, asphalt shingles to match existing.  
Lighting: One ceiling mounted fixture

#### **Entry 26**

Floor: Construct a frost protected insulated concrete slab, broom finish  
Ceiling: Wood board ceiling at collar ties.  
Roof/Canopy: Wood framed shed roof with timber supports, asphalt shingles to match existing.  
Lighting: One ceiling mounted fixture

#### **Vestibule 52**

Floor: Provide new LVT flooring



Walls: Provide new LGM framing with 5/8 GWB, prime, paint  
Ceiling: Provide new ACT ceiling 2x2 grid  
Electrical: Provide 2 new 2x2 troffer fixture, outlets to code

#### **Library 48**

Floor: Provide new LVT flooring  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint.  
Ceiling: Provide new ACT ceiling 2x2 grid  
Windows: Provide 1 new 6040 fixed in existing opening  
Electrical: Provide 16 new 2x2 Troffer fixtures, outlets to code  
Casework: Provide library shelving as shown on plan

#### **Office/Archive 56**

Floor: Provide new LVT flooring  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint.  
Ceiling: Provide new ACT ceiling 2x2 grid  
Electrical: Provide 5 new 2x2 Troffer fixtures, outlets to code  
Casework: Provide library shelving as shown on plan

#### **Janitor's Closet 30**

Floor: Provide new LVT flooring  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint.  
Ceiling: Provide new ACT ceiling 2x2 grid  
Electrical: Provide 5 new 2x2 Troffer fixtures, outlets to code  
Plumbing: Provide 1 new floor sink

#### **Drinking Fountain 31**

Provide 1 new accessible drinking fountain pair

#### **Restroom 32 & 33**

Floor: Provide new LVT flooring  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint.  
Ceiling: Provide new ACT ceiling 2x2 grid  
Plumbing: Provide new plumbing fixtures  
Electrical: Provide 2 new 2x2 Troffer fixtures per restroom, outlets to code

#### **Corridor 34**

Floor: Provide new LVT flooring  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint  
Ceiling: Provide new ACT ceiling 2x2 grid  
Electrical: Provide new 2x2 Troffer fixtures every 6', and outlets to code.

#### **Mechanical Room 35**

Floor: Clean, repair, prime, paint with epoxy finish  
Walls: Clean, repair, prime, paint  
Ceiling: Clean, repair, prime, paint



Electrical: Supply for Mechanical equipment

#### **Crawl Space 36**

Floor: Tape, seal, and secure vapor barrier on ground.  
Ceiling: Flash spray joist bays with ccusfi

#### **Police Restroom 54**

Floor: Provide new LVT flooring  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint.  
Ceiling: Provide new ACT ceiling 2x2 grid  
Windows: Provide 2 new 3024 casements in existing openings  
Plumbing: Provide new plumbing fixtures  
Electrical: Provide 2 new 2x2 Troffer fixtures per restroom, outlets to code

#### **Police Office 55**

Floor: Provide new LVT Flooring  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint  
Ceiling: Provide new ACT ceiling 2x2 grid  
Windows: Provide 1 new 10840 casement/fixed/casement in existing opening  
Doors: See door schedule  
Electrical: Provide 3 new 2x2 Troffer fixtures, outlets to code

#### **Police Interview Room 47**

Floor: Provide new LVT Flooring  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint  
Ceiling: Provide new ACT ceiling 2x2 grid  
Electrical: Provide 3 new 2x2 Troffer fixtures, outlets to code

#### **Police IT/Storage 46**

Floor: Provide new LVT Flooring  
Walls: Provide new LGM framing with 5/8 GWB, prime, paint  
Ceiling: Provide new ACT ceiling 2x2 grid  
Electrical: Provide 2 new 2x2 Troffer fixtures, outlets to code

#### **Mechanical Room 42**

Floor: Clean, repair, prime, paint with epoxy finish  
Walls: Clean, repair, prime, paint  
Ceiling: Clean, repair, prime, paint  
Electrical: Supply for Mechanical equipment

#### **Elevator 43**

\*See Elevator 12

#### **Stair 44**

\*See Stair 13



Building Committee Meeting 6/26/25

Re: Needs for Library space

Trustee meeting was held 6/25/25 to review schematic drawing and plans, and found:

- Drawing as shown cuts usable square footage for Library by about 1/3.
  - Space provided would require cuts to collections and services
  - No usable space is provided for Local History Area
  - Play area (to age 6) and craft space (to age 12) would have to be eliminated
  - Children's book collection was recently expanded, but would need to be cut by 2/3.
- Current building lacks space for programming and meetings.
- Current building also lacks office space and storage

Working with the Board of Library Commissioners (ongoing) to determine space needs.

These include:

- Open, flexible space with good natural light
  - Central entry
  - Central circulation desk:
    - good sightlines for entire space
    - physical separation from patrons (no access)
    - dedicated shelving and storage
  - Direct access to restroom/s
  - ADA access from parking lot
  - Room for Adult, Young Adult and Children's collections, with space to expand
  - Room for children's activities (these are used and popular)
  - Programming room
  - Meeting space (possible to use programming space / Local History Area?)
  - 1 public computer in a quiet spot
  - Seating
  - Office large enough to accommodate 2-3 persons (staff / patron conversations, etc.)
  - Local History Space: currently approx.. 12' x 12'. Needs space for a table and chairs for patron use, research, and work on archives. May be possible to use for meetings if half-glass wall.
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### Summary Sheet

**EJP Estimating**

**Peru Town Offices/Library New Building**

Date:	21-May-25	Type of Estimate:	Budget
No:	52125A	Architect:	AustinDesignCoop
Project:	New Building	Plans Dated:	5/12/2025
City:	Peru, MA	Estimate Prepared By:	EJP

Div. No.	Division	Labor	Material	Other	Total	Remarks
1	General Requirements	228,800	221,550	0	450,350	-
2	Sitework	400,000	450,000	0	850,000	-
3	Concrete	69,550	112,750	0	182,300	-
4	Masonry	21,000	35,000	0	56,000	-
5	Metals	145,300	458,700	0	604,000	-
6	Wood & Plastics	64,500	71,750	0	136,250	-
7	Thermal & Moist. Protection	164,400	300,750	0	465,150	-
8	Doors & Windows	22,600	179,300	0	201,900	-
9	Finishes	314,950	433,150	0	748,100	-
10	Specialties	10,100	24,900	0	35,000	-
11	Equipment	0	0	0	0	-
12	Furnishings	17,000	35,000	0	52,000	-
13	Special Construction	3,000	2,000	0	5,000	-
14	Conveying Systems	30,000	130,000	0	160,000	-
15A	Plumbing	67,200	134,400	0	201,600	-
15B	Fire Protection	44,200	66,000	0	110,200	-
15C	HVAC	112,000	392,000	0	504,000	-
16	Electrical	137,000	431,600	0	568,600	-
<b>Totals</b>		<b>1,851,600</b>	<b>3,478,850</b>	<b>0</b>	<b>5,330,450</b>	<b>0</b>
	Overhead & Profit x 12%				639,654	0
	Contingencies x 5%				266,523	0
	Performance/Payment Bonds				159,914	0
<b>Total</b>					<b>6,396,540</b>	<b>0</b>

Bldg. Size (SF): 11,200 SF. Cost: 571.12 0.00