NORTH COUNTRY ARCHITECT
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HISTORIC BUILDING ASSESSMENT

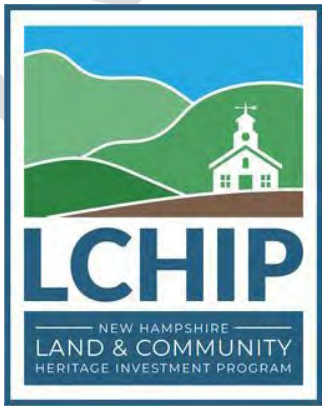
FOR

FREEDOM TOWN OFFICE

33 OLD PORTLAND ROAD
FREEDOM, NH

PREPARED BY: BETH MILLER, RA LEED AP, OF NORTH COUNTRY ARCHITECT

DRAFT ISSUED 12/15/2025



This assessment was funded in part by a grant from New Hampshire's Land and Community Heritage Investment Program (LCHIP).

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EXECUTIVE SUMMARY

Figure 1: Satellite map indicating Masonic Hall location on Schoolhouse Hill

This Historic Building Assessment of the Freedom Town Office building (1895 Village Grammar School / Schoolhouse) in Freedom, NH has been funded in part by a 2025 Planning Study Grant from New Hampshire's Land and Community Heritage Investment Program (LCHIP). The purpose of this assessment is to document the building history, evolution, and character-defining features, as well as to document and assess existing conditions, and provide a prioritized outline of recommendations with associated costs.

An introductory site meeting to discuss the project took place on November 11th, 2024. Follow-up visits took place on January 13th and July 7th, 2025. The Freedom Town Office, formerly the 1895 Schoolhouse, will be referred to in this report primarily as the Town Office.

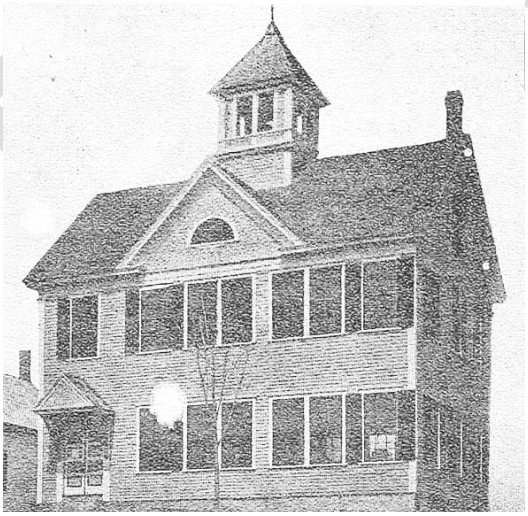


Figure 2: 1895 Schoolhouse

Figure 3: 2025 Schoolhouse, housing Town Offices

EXECUTIVE SUMMARY

In addition to the Town Offices housed in the former Village Grammar Schoolhouse, Freedom's historic Schoolhouse Hill includes the bandstand at front center, the Masonic Hall (former 1830 church), and the Roller Shed. The Schoolhouse housed the Town school from its construction in 1895 until 1983, at which point the building interior was remodeled to house Town Offices. The building's exterior today looks much as it did in 1895, save the loss of the cupola and belfry to fire in 1934, and the addition of vinyl siding in the 1980's. In 1992, both the Town Office and Masonic Hall were renovated to comply with ADA regulations. In 2011 and 2013 respectively, the buildings were added to the State Register.

In 2009, some citizens felt that the Schoolhouse had outlived its usefulness to house the Town Offices and advocated for a new Town facility to be built housing the Town Offices, as well as offices for Fire and Police. The Heritage Commission and Historical Society advocated for preservation of the building and continuation of its use.

The Town funded its first study exploring possibilities for additions, parking solutions, and safety compliance, in order to maintain the building's use, but the warrant article presented the following year failed. Alternative uses for the building were considered, including Craft Center, Child Daycare, Adult Daycare, Fitness Center, Town Activity Center, Private Housing, Town Office Expanded, Town Office Campus, Town Office Upgraded, SAU 13 Office, Library, Church, Historical Society, VNA, Medical Office, and Town Museum. Upon evaluation, the Town Office Campus proposal ranked first.

The Town undertook more assessments and feasibility studies starting in 2021, followed by presentations and hearings. Bergeron Technical Services was contracted to prepare a plan for renovating the Schoolhouse building with safety, accessibility, and efficiency upgrades required to continue housing Town Offices. The Town also contracted Misiaszek Turpin to prepare plans for the construction of a new Town Office. The plans and cost estimates were compared, with the renovation project estimated to be approximately $100,000 cheaper. The renovation option was presented at the 2023 *(confirm)* Town Meeting but was voted down.

At present, the Heritage Commission and Historical Society view the Schoolhouse / Town Office and Masonic Hall as being at risk of neglect until their future use(s) can be defined and necessary maintenance and preservation work funded and undertaken. Creation of a Town Office campus at Schoolhouse Hill will maintain the ongoing use of both buildings, as well as make a case to secure funding for their ongoing preservation and that of the entire Schoolhouse Hill. The Heritage Commission and Historical Society, which will be stewarding the work, see renovation as a means to preserve both buildings. Preservation of character-defining features will be prioritized, and renovations / upgrades will be planned in such a way as to minimally impact historic fabric and configurations.

The plan is to fund and undertake remediation work at both buildings, which began in the summer of 2025 with the structural remediation of the Masonic Hall. Both buildings require further remediation of the foundations and first floor framing. Once both buildings are structurally sound, the Town will begin renovations and upgrades for safety, accessibility, energy efficiency, and improved use-specific functionality. The Schoolhouse will continue to house Town Offices on both levels, and the first floor of the Masonic Hall will be modified to house offices as well. In tandem with renovation and modernization, the Town will begin preservation and restoration of character-defining features at both buildings.

PART I. HISTORY AND DEVELOPMENT

Site Context

"Once part of Effingham, New Hampshire, the portion of town north of the Ossipee River incorporated as the town of North Effingham in 1831. In 1832, North Effingham submitted a petition to the state legislature to change the name of the town to "Freedom." This was approved and a formal letter was sent to the new town of Freedom by Franklin Pierce, a future president of our country. Four important roads converge in the heart of Freedom, New Hampshire: Moulton Road, Cushing Corner Road (once Andrews Hill Road), Elm Street (once Main Street) and Old Portland Road (once Maple Street)….Just a short distance to the east of the "square" where these roads meet, Schoolhouse Hill rises north from Old Portland Road."[1]

Building History

By 1895, Freedom's Schoolhouse Hill housed the first 1-story schoolhouse (1802, or pre-1826), originally a meetinghouse, the 1830 Church with rear exterior baptismal font, and the Towle Cemetery. In 1895, per Town vote, $2,000 was raised for the construction of a new schoolhouse on the site of the former.[2]

> *"And last but not least our Village schoolhouse is not suitable to accommodate the large number of scholars that attend. The question has been agitated considerable recently and all are no doubt ready to decide: that for advancement of education in town, a better building must be erected. A Graded School should be started, and by so doing much money may remain in Town, and scholars from other Towns may be induced to come here, thereby improving the Town Mentially (sic), Morally and Financially. – Geo W. Lougee, Frank A. Harmon, Geo. I. Philbrick, School Board."* [3]

The construction was overseen by a committee of three led by George Philbrick. Classes continued in the old schoolhouse through construction. When the new schoolhouse was completed, the old schoolhouse was sold to the Rivard family and moved by Silas Brooks via oxen to the west end of Schoolhouse Hill. The cost for the construction amounted to $2087.24. The new building was first painted by the Eastman brothers in 1895. The bandstand was built in front of the Schoolhouse sometime between 1895 and 1900.

The schoolhouse is a two-story, wood-framed and clapboard-sided structure set on granite with a gable roof and cross gable pediment. It originally donned a central cupola with belfry. A one-story woodshed and outhouse were located at the rear northwest corner, later enlarged in 1930.

Grades 1-4 were housed on the first floor and grades 5-8 on the second. Subjects included Arithmetic, Grammar, Reading, Spelling, Geography, Penmanship, Physiology, Algebra, Geometry, History, and Bookkeeping. In its early days the new schoolhouse was heated by a wood-burning stove and had no electricity. Water was hauled by bucket from a nearby brook and there was no interior toilet. By Blanche Watson's oral history account, students drank via shared ladle from a hanging water pail. Dinner pails were kept under seats.

[1] *NHDHR Inventory Form 2013*
[2] *Ibid.*
[3] *1895 Annual Report – Report of School Board; UNH Digital Archive*

PART I. HISTORY AND DEVELOPMENT

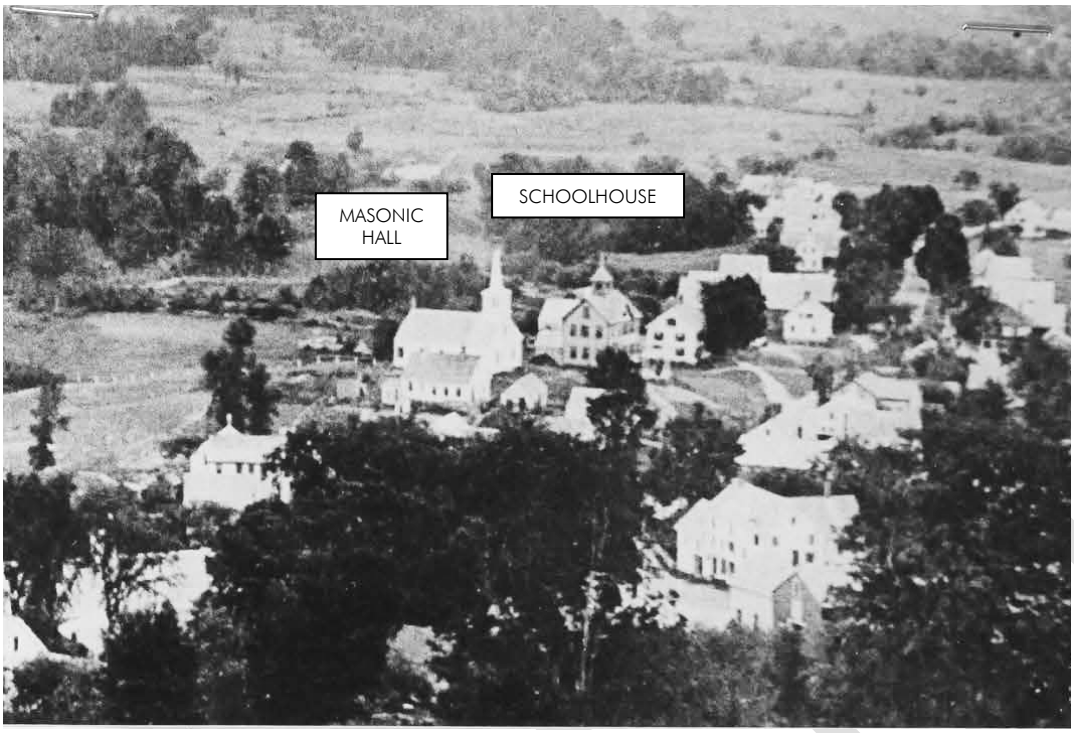
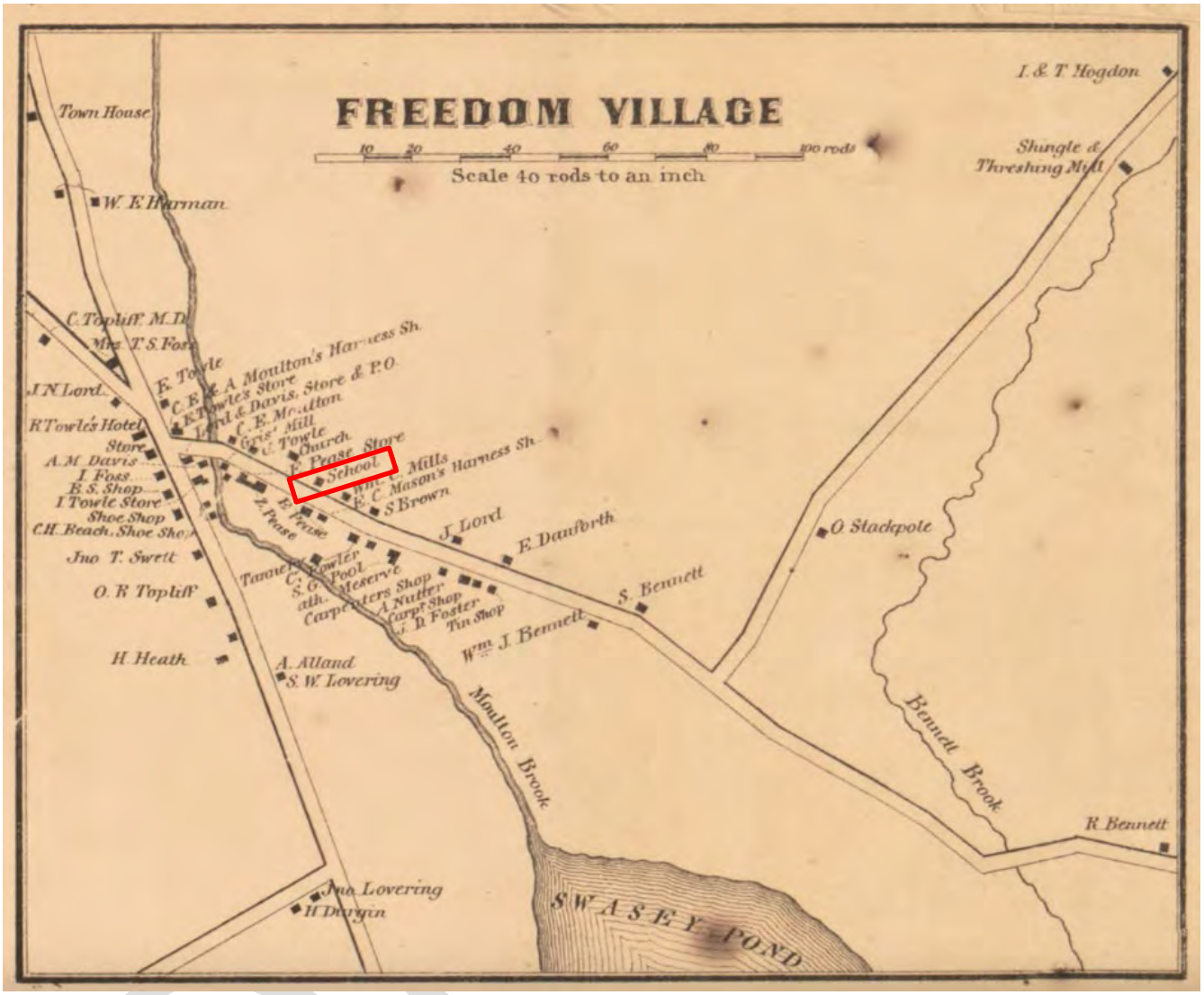


Figure 4: Bird's Eye View of Freedom Village, 1900-1901

Figure 5: Freedom Village Grammar School circa 1900

PART I. HISTORY AND DEVELOPMENT



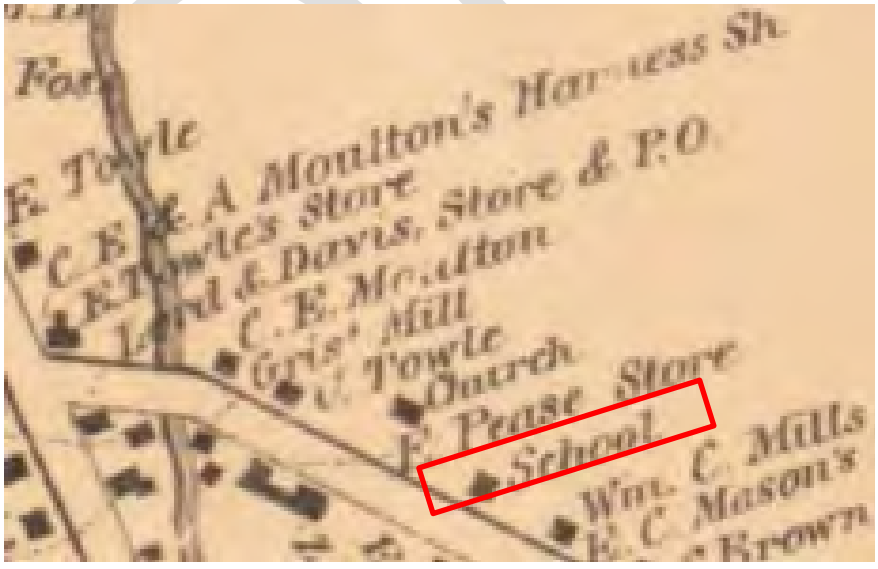


Figure 6: Above, 1861 Map of Freedom, NH

Figure 7: Left, Close-up view

PART I. HISTORY AND DEVELOPMENT

The Village installed water pipe infrastructure in 1913, which included the school by 1918. In 1918, the annual report includes expenditures for doors, blinds, window repairs, paint, and repair of water pipe. In 1922, work was undertaken to comply with the 1919 State's Education Ace requirements, including painting of the floors, ceilings, halls, and stairs, repair of windows, and woodwork done in closets and "around vault." The 1925 annual report noted abundant supply of fresh water for drinking and washing, a stove drum added to the upper room, and a case of maps.

Throughout the 1920's, partitions were added to mitigate cross-lighting and provide space to hang coats. Electrical lights were installed, slate blackboards, curtains, and chemical toilets were added, the exterior was repainted, interior cleaning, varnishing and painting were undertaken each summer, and stair treads were replaced. The need for additional land was discussed, for a playground and for storing wood, as well as repeated pleas for a better heater. In the early 1930's window and door screens were added, as well as ventilating heaters, paintings hung in the hall, and the woodshed was enlarged. The Superintendent reported that the building "rocks badly in a heavy wind." Pleas for a playground continued.

In 1935, a summer fire "gutted" the building. The roof was rebuilt and the building required and repainted inside and out. The cupola was destroyed and not rebuilt; the bell was removed. After repairs, the building was "called one of the most attractive and well-equipped in the district. The harmony of colors, large wall pictures, new curtains and redressed furniture make attractive a building well heated and ventilated." [4]

Figure 8: Postcard image Freedom Schoolhouse with Church behind, circa 1900-1901

[4] *1935 Town Annual Report*

PART I. HISTORY AND DEVELOPMENT

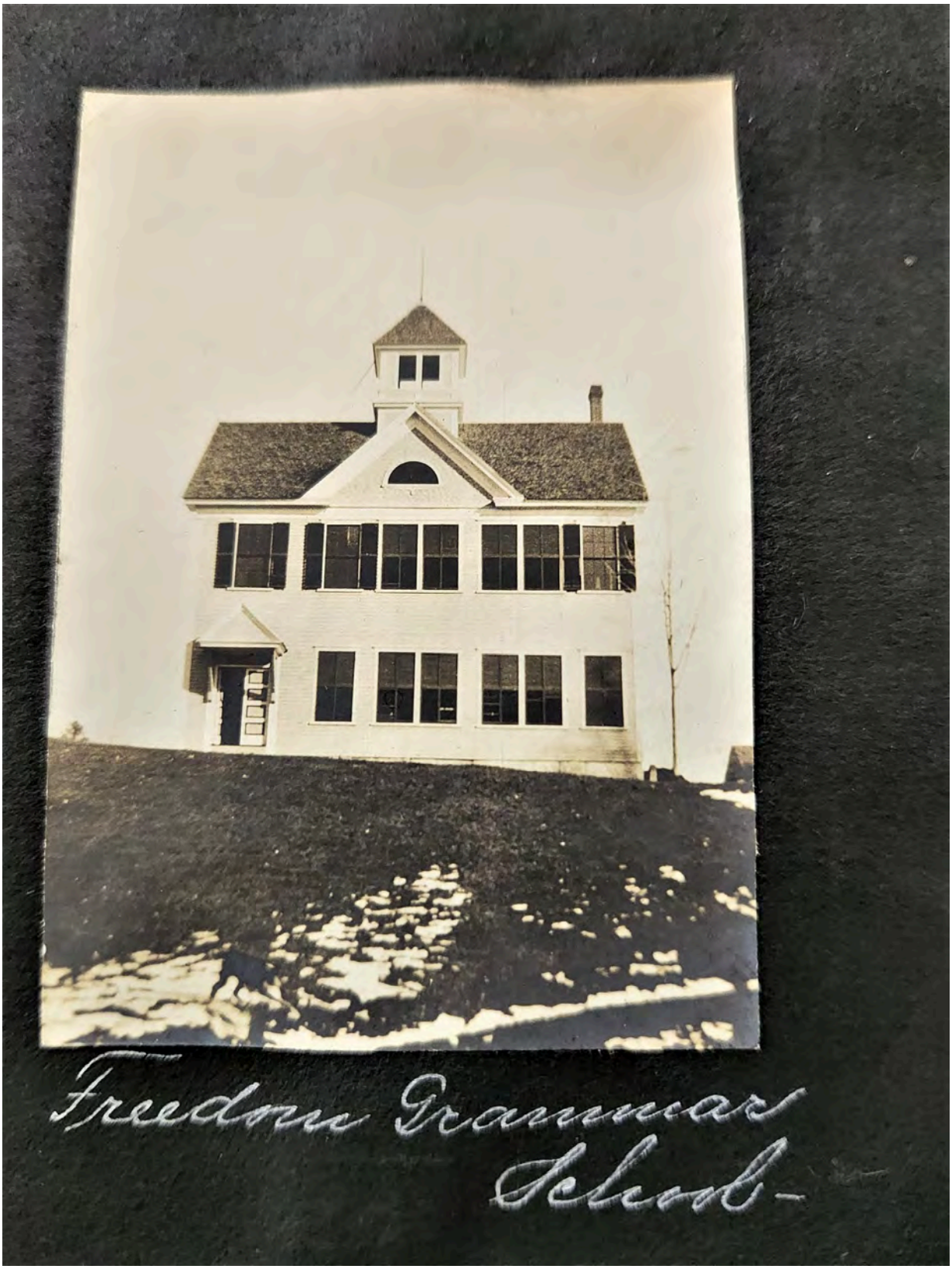


Figure 9: Postcard image Freedom Schoolhouse with Church behind, circa 1900s

PART I. HISTORY AND DEVELOPMENT

Figure 10: Georgia Meserve in front of bandstand, 1900's

PART I. HISTORY AND DEVELOPMENT

Figure 11: Schoolhouse and Masonic Hall, circa 1970's

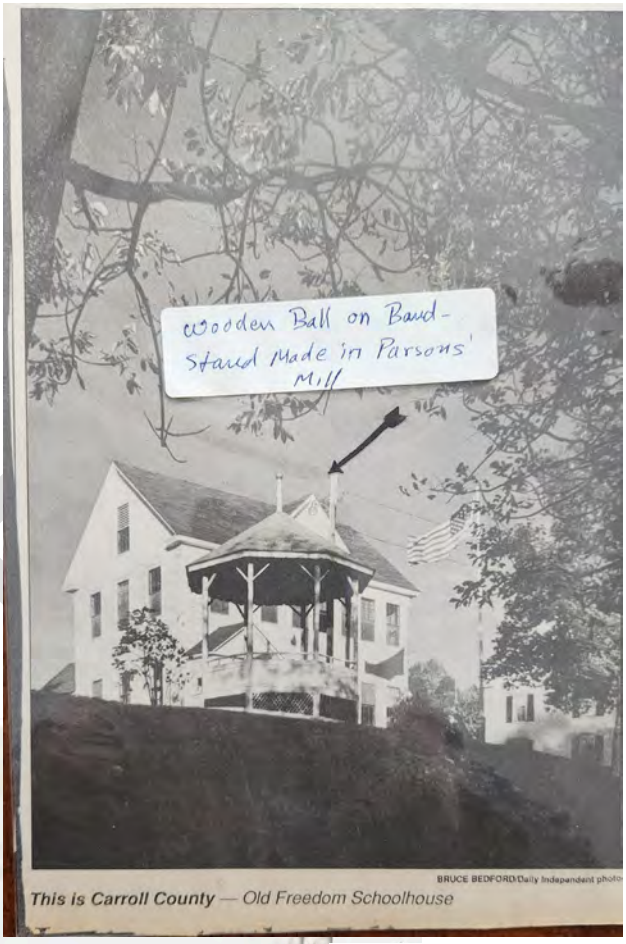


Figure 12: Schoolhouse and Masonic Hall, circa 1970's

Figure 13: Schoolhouse circa 1940's or 1950s

PART I. HISTORY AND DEVELOPMENT

The need for a playground, as well as for an upgrade to the heating system, continued until being met in 1953 with a new automatic forced hot air heating system and the donation of a swing set and plot of land behind the building for outdoor play. The remainder of the 1950's saw the installation of a fire escape, exterior repainting, introduction of movable desks and chairs, two new toilet rooms with flush toilets and sinks, and heating ductwork. Electrical wiring was updated in the 60's, along with painting, new shades, and repair involving the hot water heater.

By the 1980's the schoolhouse was deemed inadequate for the needs of a modern education system. The Town voted to build a new school and remodel the 1895 schoolhouse to house Town offices. The last classes were held in 1983.

Figure 14: Georgia Meserve in front of bandstand, 1900's

In 1992, both the Town Office and adjacent Masonic Hall were renovated to comply with ADA regulations. In 2011 and 2013 respectively, the buildings were added to the State Register. By 2009, some citizens felt that the Schoolhouse had outlived its usefulness to house Town Offices and advocated for a new Town facility to be built to house Town Offices, as well as offices for the Fire Department and Police. The Heritage Commission and Historical Society advocated for preservation of the building and continuation of its use.

The Town funded its first study exploring possibilities for additions, parking solutions, and safety compliance that would allow the building to continue its present use, but the warrant article presented the following year failed. Alternative uses for the building were considered, including Craft Center, Child Daycare, Adult Daycare, Fitness Center, Town Activity Center, Private Housing, Town Office Expanded, Town Office Campus, Town Office Upgraded, SAU 13 Office, Library, Church, Historical Society, VNA, Medical Office, and Town Museum. Upon evaluation, the Town Office Campus proposal ranked first.

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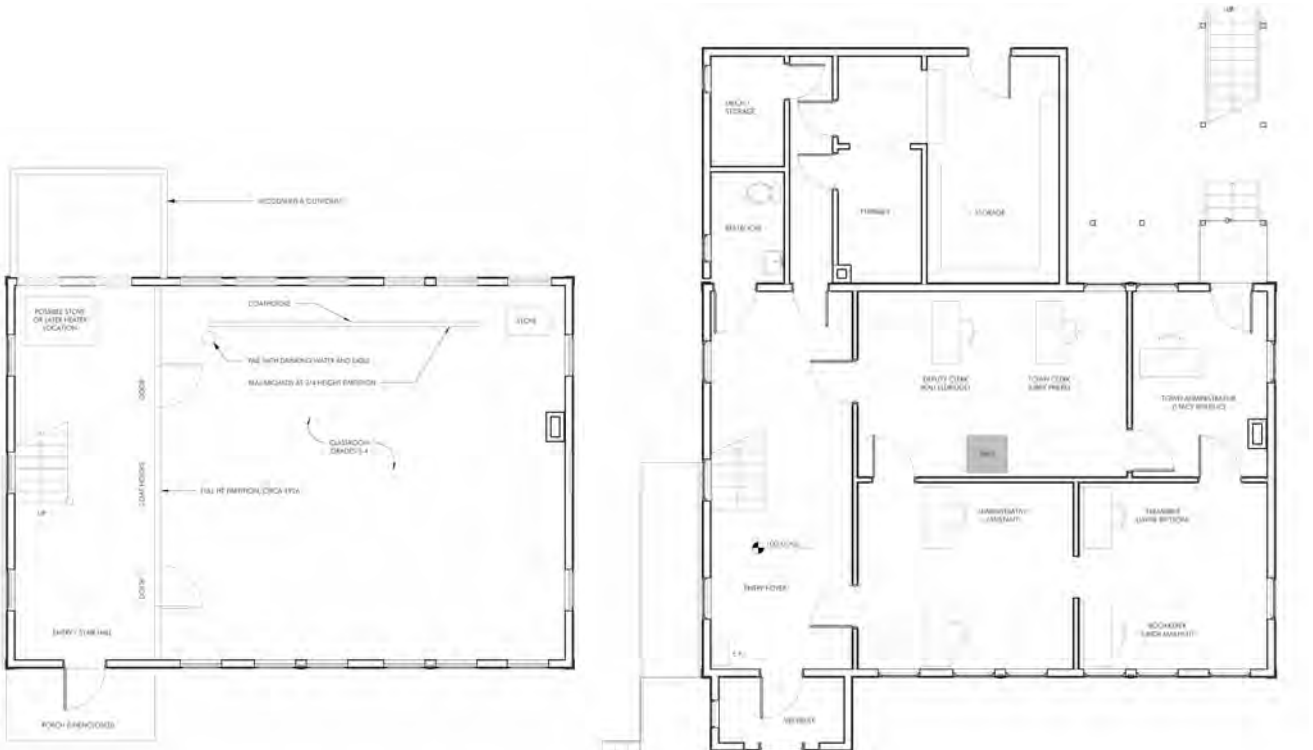
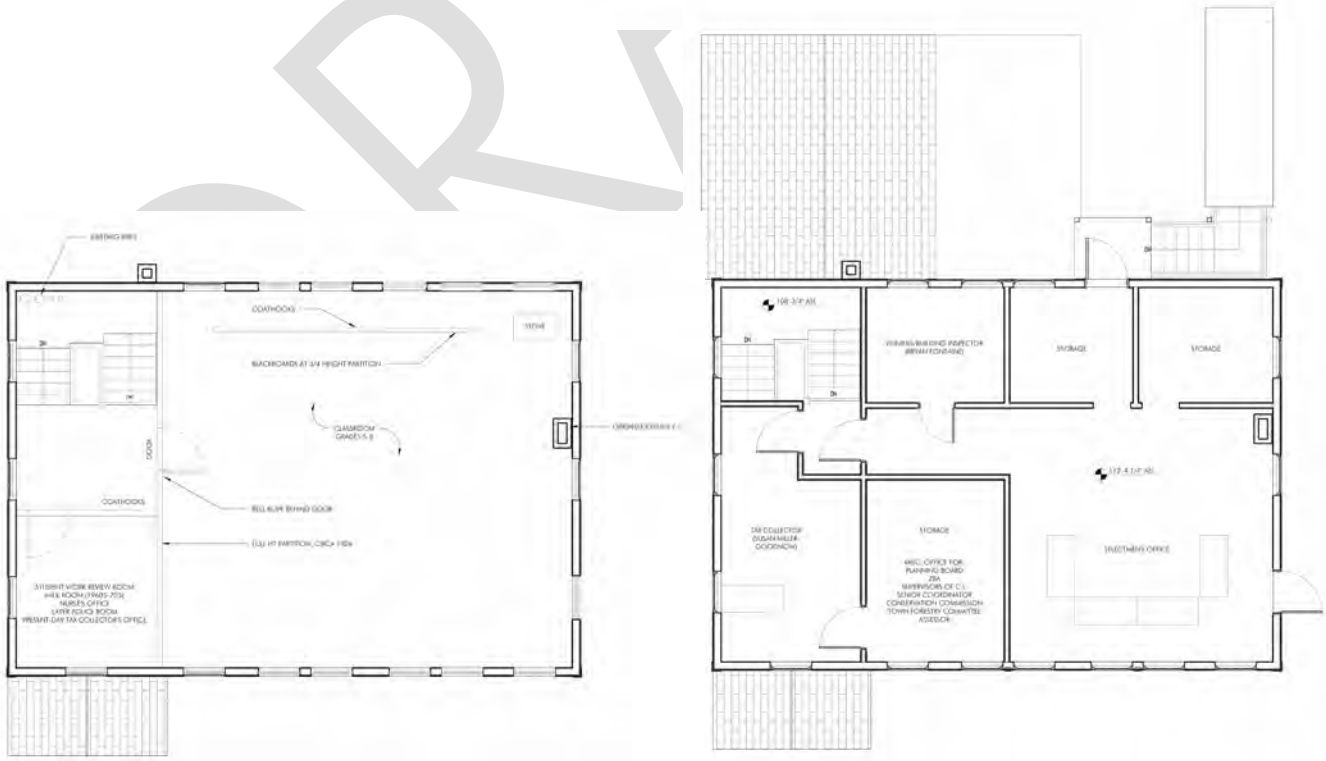
PART I. HISTORY AND DEVELOPMENT

EARLY SCHOOLHOUSE PLANS VS. PRESENT-DAY



FIRST FLOOR



SECOND FLOOR

PART I. HISTORY AND DEVELOPMENT

VIEWS OVER TIME

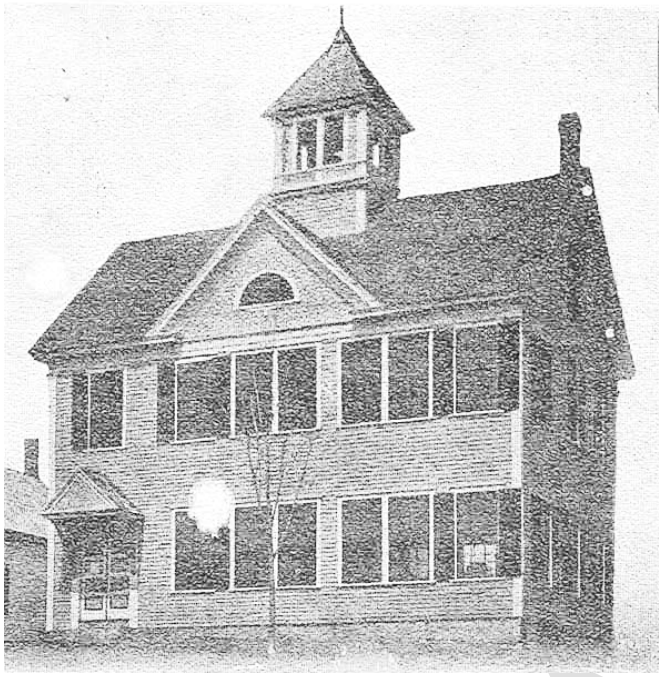


Figure 15: Schoolhouse circa 1895

Figure 16: Schoolhouse circa 1900

Figure 17: Schoolhouse circa 1940s or 50s

Figure 18: Schoolhouse 2025

Images provided by Historical Society unless otherwise noted.

PART I. HISTORY AND DEVELOPMENT

Timeline of Important Dates and Alterations

1778 – Effingham incorporated
1830 – Church constructed by Amos Towle Jr. on Schoolhouse Hill to serve those living north of Ossipee
1831 – North Effingham separated and incorporated
1832 – North Effingham changes name to 'Freedom'
1895 – Schoolhouse constructed; First exterior painting by Greenleaf and Charles Eastman
1898 – First Freedom Old Home Week, aimed to rebolster population
1913 – Running water to village, to school by 1918
1918 - Doors, blinds, window repairs, paint, and repair of water pipe.
1919 – State's Education Act of 1919
1922 – Repairs and painting to comply with State's Education Act
1926 – Partitions to eliminate "cross-lighting and eyestrain," warmed and ventilated coat rooms, stove drum
1927 – Porch roof and half of main roof re-shingled
1927-28 – Chemical toilets installed
1929 – Looped driveway and adjacent parking area installed and paved by Masons
1930 – Screens installed in windows and doors. Installation of electric lights.
1931-32 – Ventilating heater installed in downstairs primary room
1932-33 – Woodshed altered and enlarged for storage of wood, kindling, janitorial supplies
1934-35 – Fire destroyed cupola. Cupola and bell removed. Roof rebuilt, rooms repaired, building re-wired.
1938-39 – Recommendation for septic toilets to be installed.
1952-53 – Installation of automatic forced hot air heating system. Installation of fire escape, swing set
1956 – Installation of two toilet rooms and flush toilets.
1980 – Oil tanks buried and oil tank room converted to storage
1982 – Selectmen authorize deal to obtain building for use as town administrative offices
1982 – Temporary partitions in lower room to separate grades
1983 – Last classes held in Schoolhouse. New Town school completed
1984 – Building remodeled for town offices. New exterior vinyl siding. Roof repaired and re-shingled. Heavy steel shelving added to Town Clerk office
1985 – Vinyl siding completed
1986 – Repairs to shingled roof.
1989 – Installation of fireproof cabinet for Town Clerk
1992 – Architect hired for ADA-compliance, including separate men/women toilets.
1991-93 – Building remodeled, $102,350 funded; Accessible ramp installed, doors widened.
1994 – Flagpoles, painting exterior trim, windows, and bandstand.
1996 – Lighting upgrade, excluding emergency lights
1997-2005 – Miscellaneous repairs
2006-7 – Roof replaced. Chimney left in place though no longer in use.
2011 – NHDHR Inventory listing
2022 – Bergeron Assessment & Feasibility Study
2022 – Horizons Engineering Structural Review
2023-Present – Studies and Presentations exploring renovation & reuse of Town Office and Masonic Hall

Data sourced from Town Annual Reports unless otherwise noted.

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Architectural Description

The Secretary of the Interior's Standards prescribe the categorization of various spaces and elements of an historic property into those of primary, secondary, and non-historic. Such categorization helps determine the appropriate scope of work. The NHDHR survey of the Freedom Village Grammar School was undertaken in 2011 and the building was listed on the State Register that year. Per the Statement of Historical Significance, the period of significance for the building is 1895-1961 (50-year cutoff at the time of survey). Following that, the period of significance would now be considered 1895-1975.

Primary spaces and elements are essential in conveying the historic and architectural character of a building. They are most often associated with the primary use or purpose for which the building was designed or used during its period of significance and can vary greatly from building to building.[5] These should not be removed but repaired wherever possible. If truly beyond repair they may be replaced, matching form, material, texture and color.

Secondary spaces and elements are less critical in defining a building's importance within its period of significance. They often still help define the building's significance and character, but because of their size, location, or the function their impact is not felt as strongly when progressing through the building.[6] These spaces and elements may be altered if needed to improve the functionality of the building.

Site

Freedom's Town Office (former Schoolhouse, Village Grammar School, FRE0004) is sited atop steeply-sloped Schoolhouse Hill on Old Portland Road in the center of town. The Schoolhouse Hill site is approximately .92-acres in size, and the Town Office lot occupies .25 acres of that site. The buildings on Schoolhouse Hill include the bandstand at front center, Masonic Hall (former 1830 church, FRE0006) directly behind and to the west, the Roller Shed (FRE0008 on State Register) behind and further west of the Masonic Hall, and the 1895 Schoolhouse (FRE0009 on State Register), which now houses Town Offices, to the east. All buildings are connected with a paved looping driveway that was installed by the Masons in 1929. Behind the Masonic Hall and Town Office is the Towle Cemetery. Just to the west is the original village schoolhouse (1802), now a private residence, and just to the east is the home of Amos Towle, Jr., who built the 1830 Church.

Figure 20: Satellite image of Freedom's Schoolhouse Hill

Note:
The rear façade of the hall is oriented at North-Northeast but will be referred to as North for the purposes of this report. Following, the main entry façade will be called South, and side facades East and West.

[5] https://www.nps.gov/subjects/taxincentives/interiors-identifying-primary-secondary.htm
[6] Ibid.

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

SITE PLAN

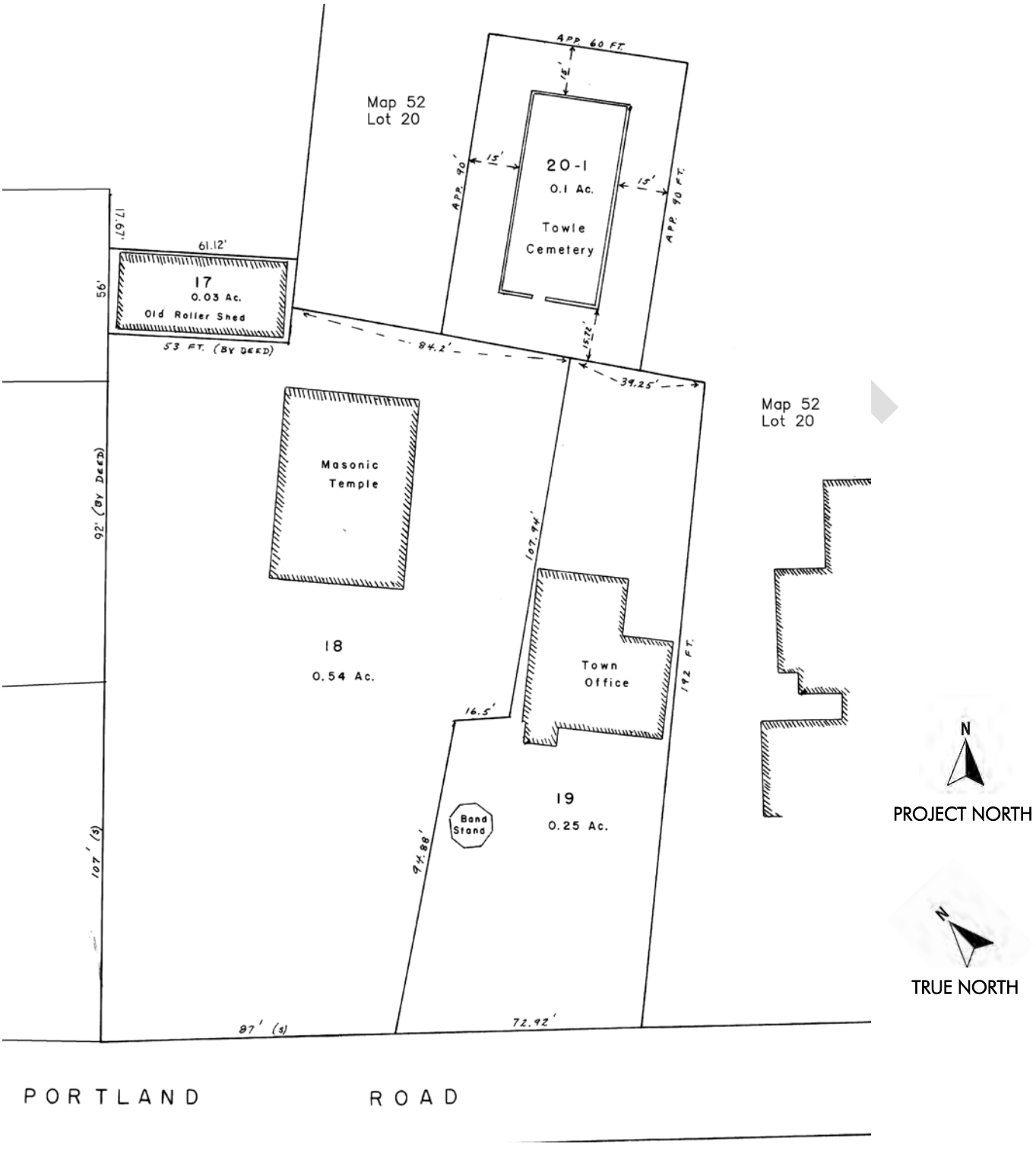


Figure 21: Schoolhouse / Town Office occupies lot 19 on Tax Map 52

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 22: View from Old Portland Rd looking up towards Bandstand, Masonic Hall (left), and Schoolhouse / Town Office (right); Circa 1990

Figure 23: Bronze plaque mounted to stone at bottom of Schoolhouse Hill reads "THE BOYS OF THE TOWN OF FREEDOM WHO SERVED IN THE WORLD WAR"

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 24: View of Masonic Hall (left) and Town Office building (right)

Figure 25: View of Masonic Hall (left) and Town Office building (right), parking area is in between

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 26: View of rear Schoolhouse façade with 1-story wood shed addition and rear yard

Character-Defining Features - Site		
Primary Features (1895)	Secondary Features (pre-1975)	Non-Historic Features
• Location on top of Schoolhouse Hill • Adjacencies to and views of Bandstand, Schoolhouse, Rolling Shed, Towle Cemetery	• Looping paved driveway (1926) • Rear yard (septic leachfield, 1950's) • Enlarged woodshed (present footprint, 1930) • World War I veteran's memorial stone	• Front porch, pipe railings, steps (1992) • ADA ramp & pipe railings (1992)

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Exterior

Freedom Town Office building (former Village Grammar Schoolhouse, 1895) is a two-story, wood-framed, wood clapboard-sided building set on a granite foundation with an east-west gable roof and front cross-gable pediment. The original central cupola with open belfry was destroyed in a 1935 fire and never rebuilt. The front façade pediment is clad with shingles to contrast the clapboards on the rest of the building and accented with a half-round fixed glazed fan lite at its center. Windows throughout are the original windows in original fenestrations with original 6/6 wood sash. The original brick chimney with corbelled top remains but is no longer in use. There is a 1-story woodshed at the northwest corner, which was enlarged in 1930 with a lean-to addition.

The once wood shingle-clad roof, lined with cornice style rake and eave trim with gable end returns, is today clad with asphalt shingles, last replaced in 2007. The façades were clad with vinyl siding in the 1980's.

Figures 27, 28, 29: View of exterior over time, circa 1900 and present-day

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figures 30-33: Evolution of front porch – Upper left circa 1895, Upper right circa 1950's, Bottom right circa 1970's, Bottom left 2025

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 34: Detail view of front facade

Figure 35: Detail view colored glazed fan light with decorative sill trim

Figure 36: Detail view of early shutters

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 37: View of southeast corner

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 38: Close-up view of south facade

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 39: View of rear façade and wood shed addition

Character-Defining Features - Exterior		
Primary Features (1895)	Secondary Features (pre-1975)	Non-Historic Features
• Rectangular plan with gable roof • South cross gable with pediment, shingle-cladding, central half-round fixed colored glazed fan lite • Wood cornice rake, eave, eave, and fascia trim • Wood corner pilaster trim with capitals • East brick chimney with corbelled top • Window fenestration sizes and locations, window trim, 6/6 double-hung sash • Entry porch gable roof • Granite foundation stones	• Entry porch wall enclosure • Enlarged wood shed and lean-to addition • Rear CMU chimney serving furnace	• Vinyl/metal exterior doors • Vinyl siding • Rear egress stairs, structures, roofs • Fire escape door and remnants • Vinyl siding covering east central window fenestration • Window Acs • Front porch, stairs, ramp, metal pipe railings

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Interior – First Floor

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

The front / primary building entrance vestibule opens into the original Schoolhouse foyer and stair hall, which today serves as a public waiting area for the Town Offices. The main entry door openings were widened and doors replaced as part of the 1992 accessibility upgrades. To the east of the stair hall, the original open plan classroom serving grades 1-4 was partitioned in the 1980's into four offices. At the north end of the stair hall are doors to the woodshed addition, which today houses an accessible bathroom, mechanical / furnace room, and storage.

The first floor interior finishes, with the exception of the stair, have been obscured with modern carpeting, drywall, and suspended acoustic tiling. The original ceiling finish is reportedly intact above the acoustic tiling.

Figure 40: View of entry foyer, facing south entrance door

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 41: View of entry foyer, facing north

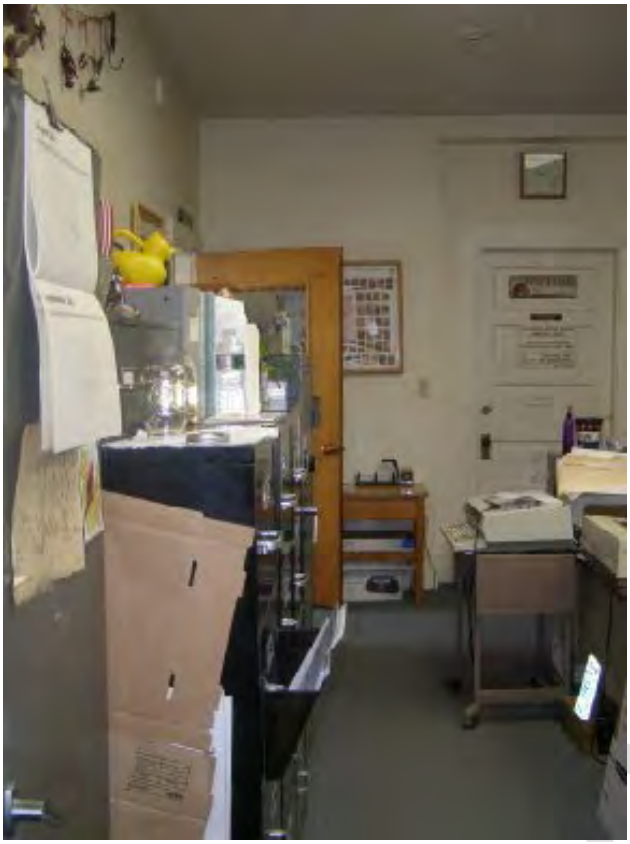
PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

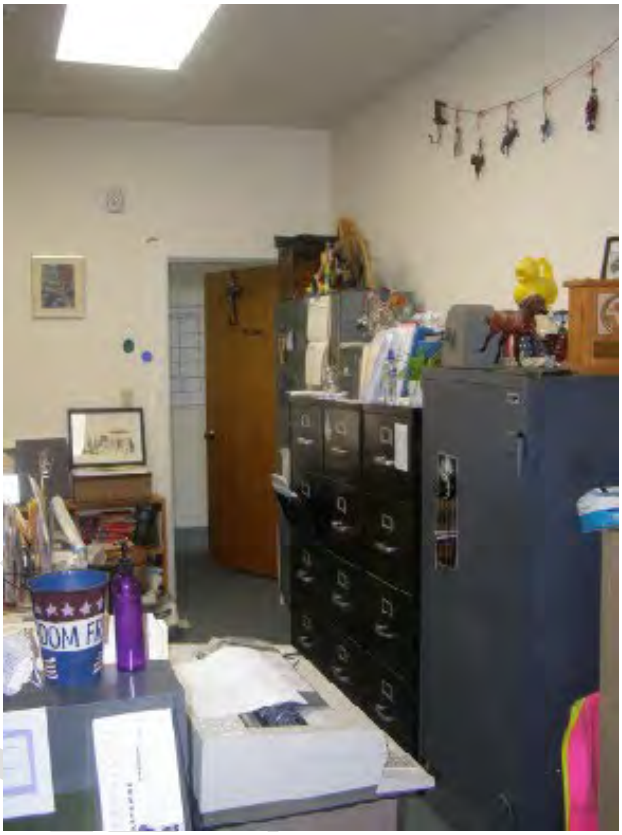
Figure 42: View of staircase; Note original or early newel post and beadboard

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 43: View from inside front administrative office, out to entry foyer and public waiting area. Dutch door serves as make-shift service counter.

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES





Figures 44 & 45: Views of Town Clerk office facing west (left image) to foyer and east (right image) to Town Admin office

Figure 46: View of Town Administrator office, facing north to rear egress door

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

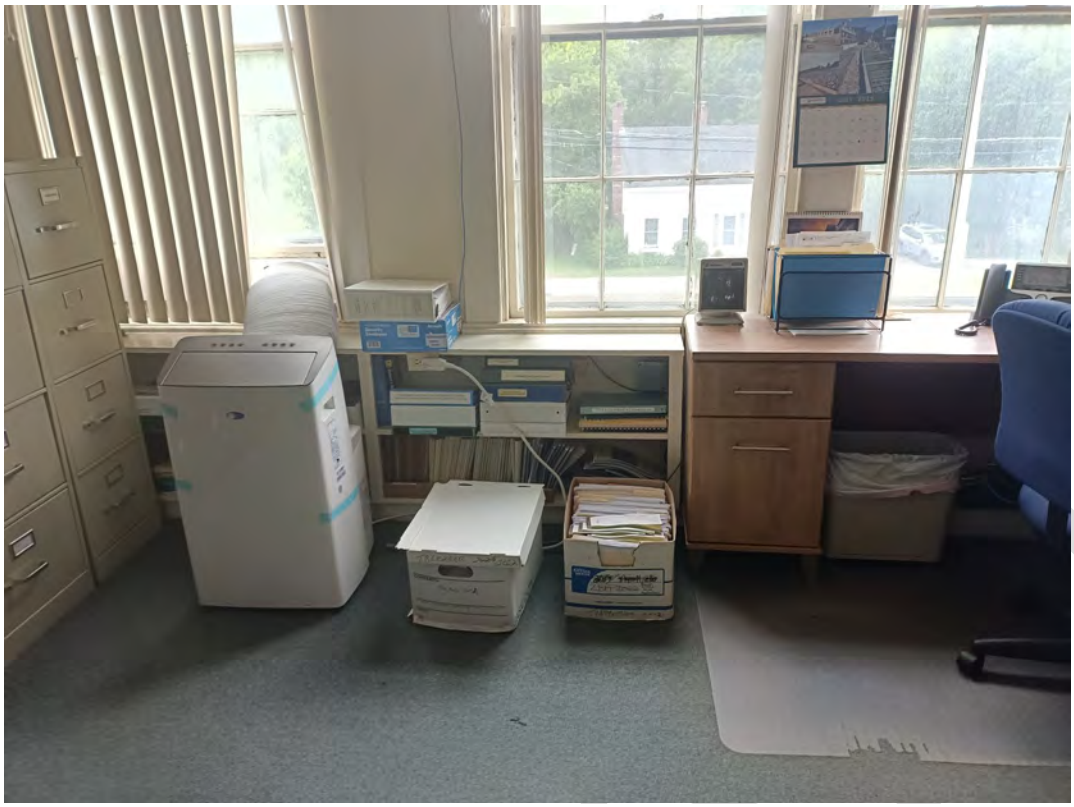


Figure 47: View from front administration office facing south to Old Portland Rd

Figure 48: View from front administration office facing south to Old Portland Rd

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

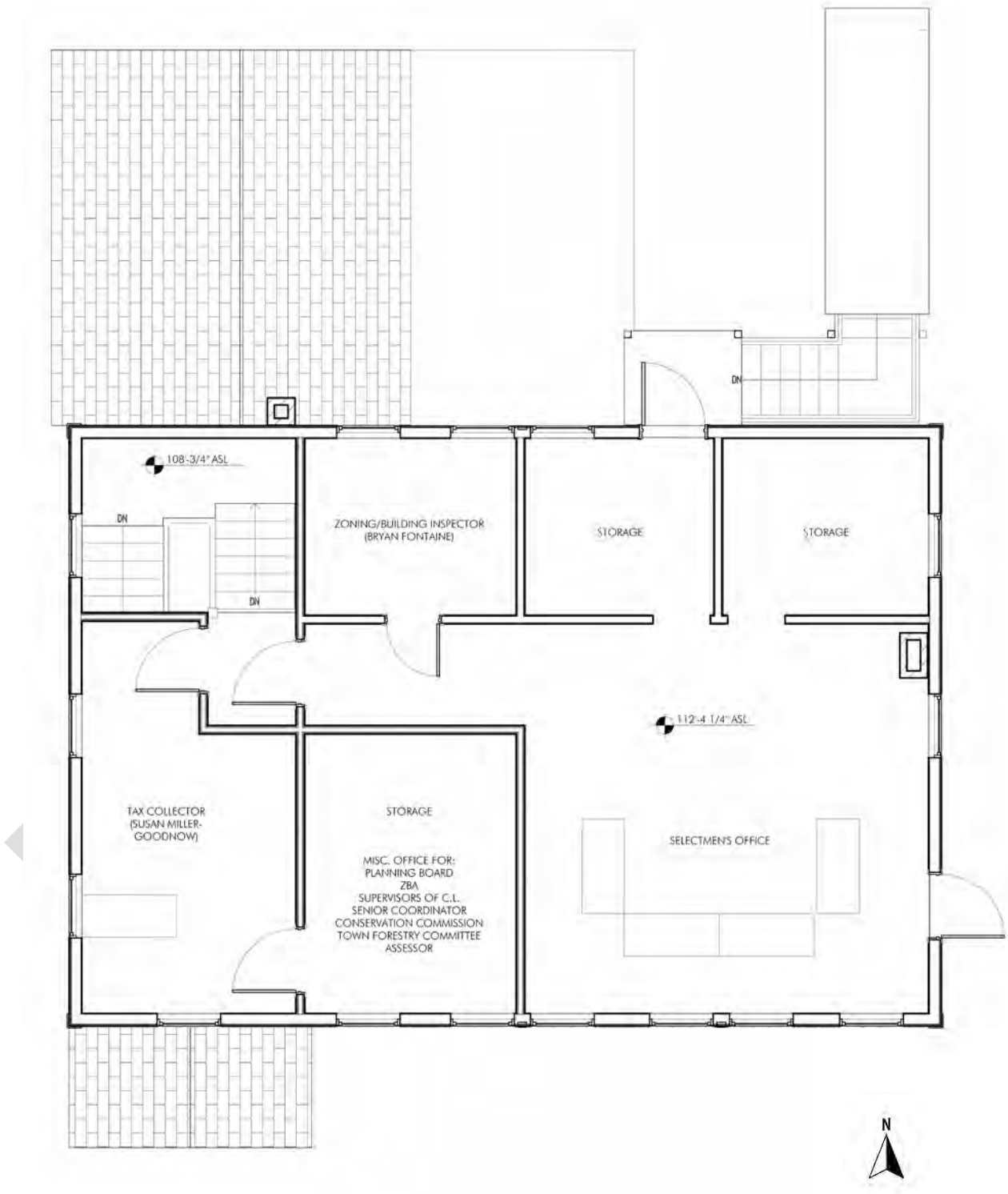
Figure 49: Public and Staff bathroom

Figure 50: View of mechanical and storage rooms

Character-Defining Features – Interior – First Floor		
Primary Features (1895)	Secondary Features (pre-1975)	Non-Historic Features
• Stair baluster, balustrade, newel, risers • Vertical beadboard at stair enclosure • Horizontal beadboard throughout • Windows and window trim • Door trim	• Five panel door to town clerk office	• Rubber stair tread coverings • Carpeting • Suspended acoustic tile ceiling & fluorescent lighting • Chase enclosing electrical panel • Closets at rear of entry foyer • Hollow wood doors at rear of foyer • Window treatments • Drywall • Exit signage, Fire Alarm, Exposed conduit & piping • Dutch door • Flush wood doors • Bathroom fixtures and finishes

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Interior – Second Floor



PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

The second floor layout was originally a large open classroom with a partition along the stair hall installed likely in 1926. The second floor was also partitioned in the 1980's, with full-height drywall partitions and ¾ height wood-paneled partitions. Much of the original or early horizontal beadboard wall finish is extant and exposed. The original wood floors are carpeted and the ceiling finish is an early drywall with battens that may have been installed after the 1935 fire and Celotex in the Tax Collector's office.

The original stair is intact, as is the stair wall beadboard, though treads are covered with rubber. There are several signs that the stair may have been modified including a ghost outline of a previous handrail profile, newels at the landing being mostly obscured at the base, and ghost outlines of steeper risers visible when lifting the edge of rubber treads. Further investigation is recommended at the next renovation.

Figure 51: View from stair landing down and south towards main entrance

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 52: View from stair landing up towards second floor office

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 53: Detail view of stair handrail; Note possible ghost / outline of previous rail.

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 54: View from stair landing up toward east room

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 55: View from stair landing toward second floor hall and attic hatch

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

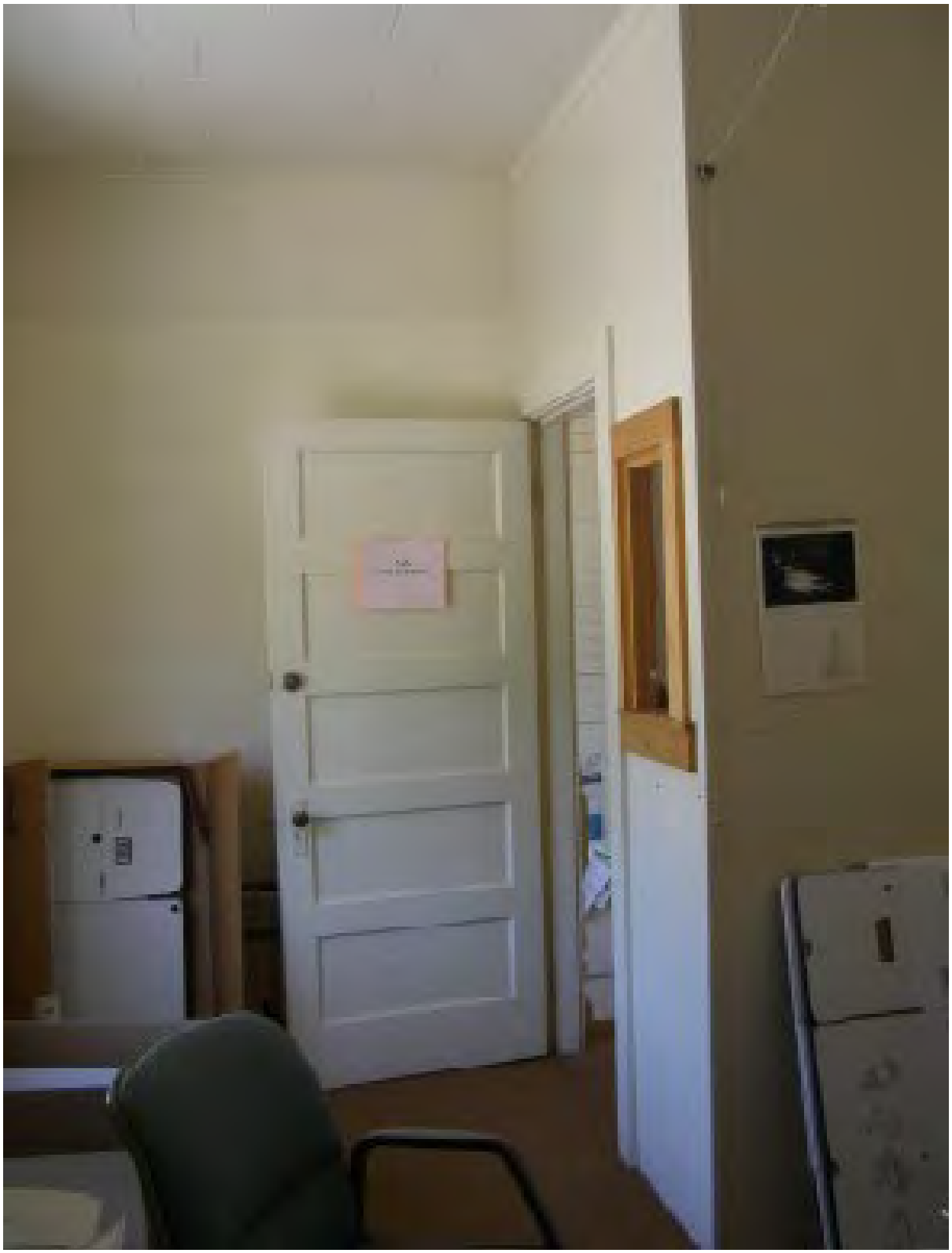


Figure 56: View from Tax Collector desk to stair hall and service window

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 57: View of small office next to Tax Collector's office

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 58: View of Tax Collector's office; Note horizontal beadboard-type finish throughout

Figure 59: View of complex multi-level dropped ceilings in Tax Collector's office, to be investigated in future renovation

Figure 60: View of complex multi-level dropped ceilings in Tax Collector's office, to be investigated in future renovation

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 61: View from Selectman's office west toward stair hall

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 62: View from Selectman's office west toward stair hall

Figure 63: View from Selectman's office north to Zoning & Building office, and storage rooms

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 64: View of north wall from Zoning & Building office, beadboard meets dropped ceiling

Figure 65: View of five-panel door that previously led to east second floor fire escape

PART II. ARCHITECTURAL DESCRIPTION & CHARACTER-DEFINING FEATURES

Figure 66: View of east window in northeast storage room

Character-Defining Features – Interior – Second Floor		
Primary Features (1895)	Secondary Features (pre-1975)	Non-Historic Features
• Stairwell – in entirety (except rubber stair treads) • Horizontal and vertical wood beadboard • Wood and door trim	• Five panel doors • High openings at main partition • Six-panel fire escape door and trim	• Carpeting • Suspended ceiling and fluorescent strip lighting • Exposed ducts, conduit, piping • Drywall partitions • ¾-height wood paneled partitions

PART III. CONDITIONS ASSESSMENT

CONDITIONS ASSESSMENT – OBSERVED CONDITIONS & RECOMMENDED REPAIRS

Beth Miller, RA, LEED AP of NORTH COUNTRY ARCHITECT conducted visual inspections of the exterior envelope and interior of the building on November 11th, 2024, January 13th, 2025, and July 7th, 2025. Access was provided by Selectman Alan Fall and/or Jason Earle. The assessment includes Exterior Facades, Roofs, Windows & Doors, Interiors, and brief descriptions of Mechanical, Electrical, Plumbing, Structural, Life Safety, and Code Compliance. The assessment excludes Fire Detection and Suppression, Hazardous-Material Identification and Sampling, Building Security, and Security Systems Testing.

EXTERIOR ENVELOPE

SITE & DRAINAGE, FOUNDATIONS

The Freedom Town Office is sited atop the steep Schoolhouse Hill and the site appears to be generally well-graded away from the building with no signs of accumulated moisture observed at the perimeter. Some granite foundation stones are out-of-plumb and voids between stone and grade have been filled haphazardly with mortar. Out-of-plumb stone should be reset to plumb. Remove all loose mortar and pour new continuous curb / sill, and/or build up grade at perimeter and fill with gravel.

Figure 67: Southeast corner

Figure 68: Northeast corner

PART III. CONDITIONS ASSESSMENT

SIDING & TRIM

The exterior walls are clad with vinyl siding installed in the 1990's. The exterior wood trim that has remained exposed exhibits localized deterioration and should be repaired. Where clad, the original wood clapboards and trim behind appear to be intact and restorable. It is recommended to remove all vinyl siding and restore facades to their original appearance. It is further recommended, once exposed, to undertake paint sample analysis.

Figures 69 & 70: Paint loss, rotted wood trim at eaves beneath valleys

PART III. CONDITIONS ASSESSMENT

Figure 71: Paint loss, deterioration of wood trim at first floor windows

Figure 72: Paint loss, deterioration of wood trim at first floor windows; Staining of vinyl siding

Figure 73: Paint loss, deterioration of wood corner trim rear addition; Inset: Example of crazed lead paint at corner trim

PART III. CONDITIONS ASSESSMENT

Figure 74: Paint loss and deterioration of wood trim at eaves and rake; Staining at vinyl siding.

PART III. CONDITIONS ASSESSMENT

ROOFS & CHIMNEYS

The asphalt shingles roofs were replaced in 2006-7. The roof appears in generally good condition but replacement should be anticipated in the next decade. Localized areas of repair are recommended – repoint open mortar joints at brick chimney corbel, tighten and seal stepped flashing at rear chimney, remove loose parging and reparge, ensure there is an adequate cricket on the high side. When the roof is replaced it is recommended to improve the detailing at problem areas where wood trim deterioration is clearly exacerbated. This includes the main front valleys which should have generous metal valleys, the roof edge in entirety should protect the wood below with a generous metal drip edge, and step flashing where roofs meet should have a clearance of 4" exposed flashing between roof and start of siding.

Figure 75: Front (south) roof plane

Figure 76: Rear (north) roof plane

PART III. CONDITIONS ASSESSMENT

Figure 77: Separation at parging; Paint loss and deterioration at wood eave trim; Openings at step flashing.

Figure 78: Staining and biological growth along addition roof indicates inadequate flashing, standing snow, poor drainage, and/or saturated shingles causing moisture to wick up wall. Rotted wood likely to be found behind siding.

Figure 79: Open mortar joints at corbelled chimney top; Deteriorated wood trim in foreground.

PART III. CONDITIONS ASSESSMENT

Figure 80: Non-functioning diverter causing deteriorated trim; Downspout elbow with no gutter.

Figure 81: Roof run-off causing localized severe deterioration of window trim. Diverter or gutter sloped to exterior would be useful here and there should be a minimum 4" gap from shingles to bottom of siding with metal step flashing.

PART III. CONDITIONS ASSESSMENT
WINDOWS

The building has nearly all of the original 6/6 double-hung windows intact and the Town is eager to preserve them. It is recommended to begin rehabilitating the windows in batches, starting with the first floor sash and trim which are more deteriorated. The south, east, and west facades originally had shutters, which should be replicated ideally. Exterior storm windows should be updated and interior storm windows and treatments to mitigate solar heat gain considered.

Figure 82: Original shutters

Figure 83: Typical original (1895) 6/6 double-hung window

Window Rehabilitation per NPS Preservation Brief #9

Repair Class 1 – Routine Maintenance
Sash remain in place
Minor repairs are made to voids and checking. No consolidation, filler only.
Minor glazing infills are made to cracks and small voids with quick cure putty.
Glass repair or replacement is not included.

Repair Class II – Stabilization
Sash can remain in place or be removed to perform repairs.
Glass remains in place if bed bond is in good condition.
Broken glass is replaced.
Repairs are generally non-structural, limited to epoxy consolidant and fillers.
Replace/patch glazing - Up to 50%
Rehabilitate coatings. Removal to bare wood may be required depending on coating type.

Repair Class III – Structural Repairs (Splices & Part Replacement)
Remove sash and transport to a shop for repair. Openings are boarded with exterior grade plywood.
All glass is removed and 100% reglazing is performed.
Broken glass is repaired using epoxy adhesive.
Structural repairs are performed including replacement of rotted/deformed elements or Dutchman type if damage is localized.
Full removal of coating to bare wood and application of new coating.
Removal and rehabilitation/replacement of all hardware.

PART III. CONDITIONS ASSESSMENT

Figure 84: (2) 2/2 double-hungs at west façade of woodshed, may date to original woodshed or 1930 alteration

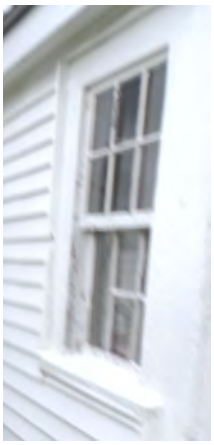


Figure 85: 6/6 double-hung at east façade of woodshed lean-to addition (1930)

Figure 86: Fixed pane at entry vestibule (1980s)

Figure 87: Fan lite with five large elliptical colored glass panes (brown, green, cobalt blue) and one small semicircular pane (brown)

Example Maintenance Schedule

Close-up inspection & Condition log	Annual or Biannual
Routine Maintenance	Annual
Replace glazing putty	As needed
Full scrape, prime, and paint.	Every 5-10 years
Remove & Restore / Replace-in-kind	As needed, expected 20 years or less; Alternate: Fully restore a manageable group of windows every 5-10 years.

PART III. CONDITIONS ASSESSMENT
WOOD REPAIR NOTES

WOOD-PATCHING COMPOUND

Two-part, epoxy-resin, wood-patching compound; knife-grade formulation as recommended in writing by manufacturer for type of wood repair indicated, tooling time required for the detail of work, and site conditions. Compound shall be designed for filling voids in damaged wood materials that are physically damaged and/or have deteriorated due to weathering and decay. Compound shall be capable of filling deep holes and spreading to featheredge.

1. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, the following:
    a. Abatron, Inc.; LiquidWood with WoodEpox.
    b. Advanced Repair Technology, Inc.; Primatrate with Flex-Tec HV.
    c. ConServ Epoxy LLC; Flexible Epoxy Consolidant 100 and Patch 200.
    d. Gougeon Brothers, Inc.; West System thickened with filler.

WOOD DUTCHMAN REPAIR

1. Remove rotted/decayed materials to sound, "bright" wood, creating clean, square edges.
2. Fabricate dutchman patch of similar and compatible wood for snug fit without binding; match grain direction of substrate.
3. Install and secure patch with adhesive and/or countersunk mechanical fastener(s); fill holes with patching compound and sand smooth.
4. Fill perimeter of patch with compatible epoxy filler.

LUMBER

A. New millwork and trim shall match existing in materials, size and profile. Comply with AWI Premium Grade standards where applicable. Max. Moisture content = 19%.

B. If species cannot be determined, or if all parties concur that the existing species is inappropriate for the subject application, provide mahogany, decay-resistant, clear all-heart vertical grain redwood.

C. Softwood Lumber:
1. Exposed surfaces: Match existing in species, size, texture, profile and color.
2. Concealed surfaces: Southern yellow pine, fir, spruce.
    a. Standard Grading Rules: Grade Select.

REPAIR VS REPLACE

repair or replace rotted and/or damaged moldings and other wood components based on extent of damage and survival of intact material. As a general rule of thumb, plan for removal and in-kind replacement of components retaining less than 40 percent of total fabric in 'fair' to 'good' condition.

PART III. CONDITIONS ASSESSMENT
INTERIOR – FIRST FLOOR

The first floor interior finishes have, with the exception of the stair, been obscured with modern carpeting, drywall, and suspended acoustic tiling. The original ceiling finish is reportedly intact above the tiling. The Town may consider removing all modern finishes to reveal and preserve the original wood flooring and beadboard.

Figure 88: First floor office features outdated textured acoustic tile suspended ceiling and vertical blinds, which are not ideal for south windows.

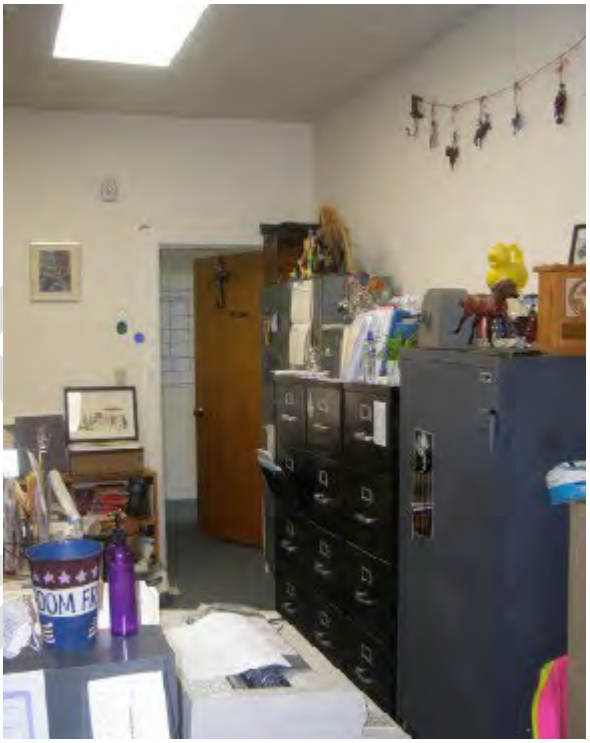


Figure 89: First floor office – Dryall, suspended ACT, carpet, fluorescent lighting

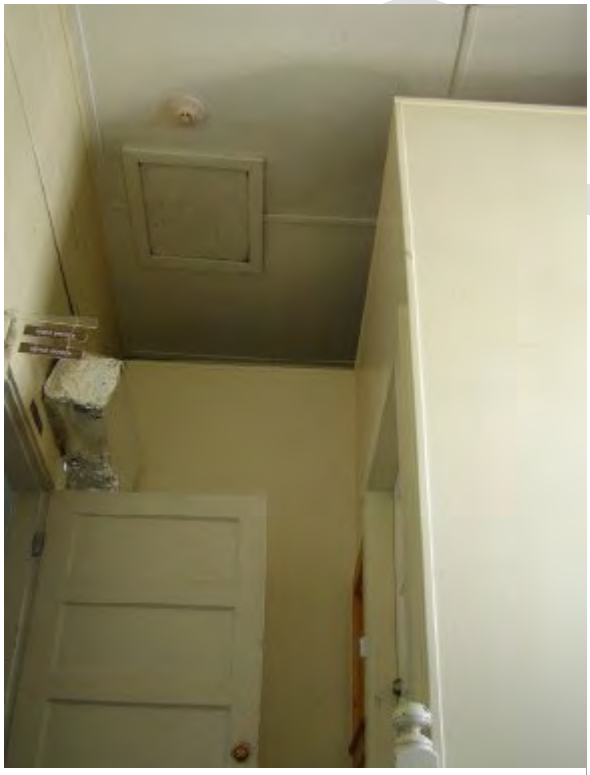


Figure 90: Second floor stair hall, drywall and board ceiling

Figure 91: Outdated fluorescent fixture

PART III. CONDITIONS ASSESSMENT
INTERIOR – SECOND FLOOR

At the second floor, much of the original or early beadboard wall finish is extant and exposed. The original wood floors are carpeted and the ceiling finishes are an early drywall with battens that may have been installed after the 1935 fire and Celotex in the Tax Collector's office. The beadboard throughout and stair elements have clearly undergone many iterations of overpainting without full surface preparation. If full renovation of the interior is undertaken it would be a good opportunity to rehabilitate all of the original wood finishes and elements, using lead-safe practices. Paint sample analysis should also be performed.

Figures 92-94: Above - Original or early beadboard is intact at much of second floor; Below - Stair elements caked with paint.

PART III. CONDITIONS ASSESSMENT
INTERIOR LAYOUT

The first floor is partitioned into four offices with 7 desks amongst them. With no hallway, access between offices, and more importantly to the rear egress, is by winding through other offices with doors that may be locked. The partitions are not insulated for sound attenuation, so sensitive conversations may be heard between offices and by public in the waiting area. The first floor lacks dedicated storage and the Town Clerk's office, pictured below, is crammed with file cabinets and utilizes a gun safe to protect more sensitive documents. Aside from being unsafe, the situation makes for a less efficient and healthy work environment. Finally, with no dedicated service windows or counters, interaction with the public is done informally with no formal physical separation between Town employees and sensitive Town documents. The staff has no means to monitor public entering the building or occupying the waiting area.

Figures 95-97: Town Clerk's office and plan depicting first floor office layout

PART III. CONDITIONS ASSESSMENT
STRUCTURAL

Photo of the first floor system taken from the crawl space. Blue arrow indicates a main carrying beam. The Yellow arrow indicates where the floor joists are 1/2 mortised into the beam. The red arrow indicates where approximately 6" of spray foam insulation has been installed between the floor joist bays.

Photo of the first floor system taken from the crawl space. Blue arrow indicates a stone support. The yellow arrow indicates metal distribution ducting for the oil furnace.

Photo of the attic above the original schoolhouse section of the building.

Photo of the attic. Red arrow indicates charred/cut rafters. Yellow arrow indicates blown-in cellulose insulation in the ceiling joist bays

Figure 98: Excerpt from Bergeron 2022 Feasibility Study

Above is an excerpt from a recent assessment by Bergeron Technical Services. Before an extensive renovation of the building is undertaken, a thorough campaign of localized repair and reinforcement at first floor framing members should be performed. Excavate crawlspace for a minimum clearance of 18" from grade to underside of framing members. Install vapor barrier. Finally, finish insulating between joists and install sheathing boards to protect the insulation and mitigate pest intrusion.

PART III. CONDITIONS ASSESSMENT

MECHANICAL

The existing heating system consists of an oil-fired forced hot air furnace distributing heat via a combination of rigid and flexible ductwork above suspended ceilings. The system has no zoning, which, combined with high-ceilings, outdated ductwork, inadequate storm windows, and very large, single-paned windows, makes interior climate control difficult. Staff are unable to adequately control temperature, humidity, and draftiness. There is no mechanical ventilation, and cooling is via window A/C units. Building indoor air quality is poor.

A full building HVAC system upgrade is recommended with adequate zoning, modern ductwork, and possibly supplemental heat pumps to aid efficiency and for use in the shoulder seasons. It is also recommended to provide updated, adjustable window treatments particularly on the south facade, and interior storm windows in addition to exterior.

Spray foam insulation has been observed to exist between first floor framing joists and blow-in cellulose has been observed in the attic. The extent of insulation at the exterior wall cavities, if any, is unknown. If full renovation is undertaken the existing insulations should be supplemented and checked for air leakage. Wall insulation should be confirmed via probe and supplemented if needed with blow-in cellulose.

ELECTRICAL

The existing electrical panel is 100 amp and used at maximum capacity. Wiring throughout the building is not NEC compliant. Outlets are insufficient leading staff to supplement with extension cords. It is recommended to upgrade the system with a 200 amp panel, code-compliant concealed wiring throughout, and code-compliant wall and floor outlets.

Ceiling-mounted fluorescent lighting should be replaced throughout with modern LED fixtures and diffusers, with a mix of overhead and task lighting, and with dimmable switches to allow control of lighting levels.

PLUMBING

The building has one restroom. A utility / mop sink should be added, as well as a kitchenette sink for staff.

The septic system was last pumped in 2021. If full renovation is undertaken, it is recommended to have the system fully inspected and serviced in conjunction.

PART III. CONDITIONS ASSESSMENT

ACCESSIBILITY - OBSERVATIONS & RECOMMENDATIONS

An accessibility ramp was installed in 1992 leading to the front porch and entry vestibule. Entry doors openings were also widened and doors replaced. While the ramp appears to be in good condition and the doors themselves are compliant, the entry vestibule door approach clearances do not comply with ADA guidelines. If the building is to be fully renovated, it is recommended to consider a new accessible entrance at the northwest corner of the building, at grade, where no ramp would be required.

The existing bathroom is mostly accessible but lacks a vertical grab bar. The pedestal sink is not fully compliant.

Figure 99: Existing entry with accessible ramp; Inset: Staff & Public bathroom, accessible.

Figure 100: Existing entry with accessible ramp

PART III. CONDITIONS ASSESSMENT
SITE ACCESS

The looped, steeply-sloped driveway is considered a character-defining feature of the site – aptly named Schoolhouse Hill. Accessing the Hill in winter, and parking any time of year, can feel precarious. The parking layout should be formalized, perhaps with a parking plan for regular staff work days and a special parking plan for events. Parking for staff, and at least one accessible parking spot, should be dedicated and marked as separated from parking for the general public. Signage should be installed directing public to alternate parking nearby in the case that dedicated parking fills up.

Figures 101-103: Views of steeply-sloped, looped driveway and parking

PART III. CONDITIONS ASSESSMENT
LIFE SAFETY & EGRESS

The rear exterior egress stairs were constructed in the last few years. In order for the first floor egress to be compliant the two interior doors leading to the exit must be un-lockable (see Fig. 105). Both interior exit doors should be equipped with panic bars and closers. Further, per IBC 705.8 there cannot be unprotected (windows without safety glazing, etc.) within 3-feet of an exit stair. Due to the historic status of the building, the Authority-Having-Jurisdiction is to make a determination on the above. The building is equipped with a fire alarm system, which should be tested regularly. There is no automatic fire suppression system and none is required. Detectors should be tested regularly.

Figure 104: Rear exterior egress stair installed 2023 (confirm)

PART III. CONDITIONS ASSESSMENT

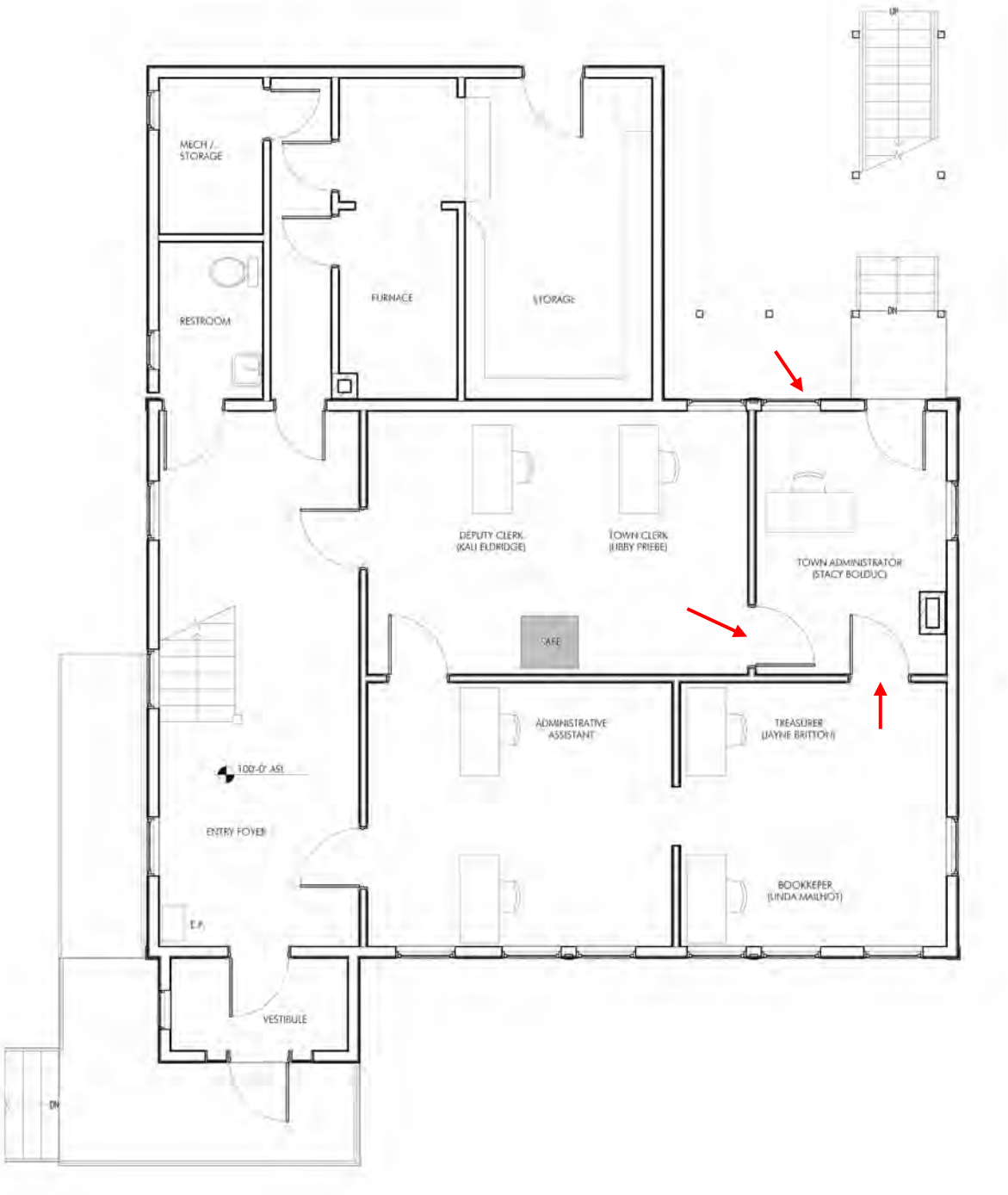


Figure 105: First Floor plan - Rear egress

PART III. CONDITIONS ASSESSMENT
ALTERATION LEVEL 3

The renovation of the Town Office will affect over 50% of the aggregate area of the building, thus being classified as a Level 3 Alteration. There is no change-of-occupancy, reconfiguration of the structure, or addition to floor area. The renovation should meet all requirements regarding egress, fire protection/separation, smoke detection, plumbing fixture counts, and accessibility. The historic status of the building allows "alternative methods" for achieving fire resistance without disturbing historic fabric. The IEBC also has provisions for historic buildings to maintain existing non-compliant stairs, doors, non-rated walls, etc. in place.

At the time of this Assessment, the codes applicable to the building, as adopted and amended by the State of New Hampshire, are: 2018 International Building Code (IBC); 2018 International Existing Building Code (IEBC); 2018 International Energy Conservation Code (IEC); 2018 International Mechanical Code (IMC); 2018 International Plumbing Code (IPC); 2018 NFPA 1 Fire Code; 2018 NFPA 101 Life Safety Code; 2020 NFPA 70 National Electric Code (NEC); 2015 NFPA 914 Code for Fire Protection of Historic Structures; ICCA-117.1-2009 Edition, Accessible and Useable Buildings and Facilities. The IEBC, NFPA, and ADA all grant leniency for historic properties to prevent modifications that "threaten or destroy" architecturally and historically significant building elements.

Per IEBC 2021 Sections 507 & 1201.2 – Historic Buildings, as the building is an historic structure listed on the National Register of Historic Places, the structure is exempt from all code requirements save the repair of all "*unsafe conditions*." Determinations as to unsafe conditions and the need for any other code-related upgrades are, per IEBC 2021, up to the Local Code Official or Authority Having Jurisdiction (AHJ).

PART III. CONDITIONS ASSESSMENT
IEBC 2021 – RELEVANT EXCERPTS

Section 507 – Historic Buildings
507. Historic Buildings. The provisions of this code that require improvements relative to ta building's existing condition, or, in the case of repairs, that require improvements relative to a building's pre-damage conditions, shall not be mandatory for historic buildings unless specifically required by this section.

Section 804 – Means of Egress
804.2 General. Exceptions: 2. Means of egress complying with the requirements of the building code under which the building was constructed shall be considered to be compliant…if, in the opinion of the code official, they do not constitute a distinct hazard to life.

Chapter 12 – Historic Buildings
1201.2 – A historic building undergoing alteration or change of occupancy shall be investigated and evaluated. If it is intended that the building meet the requirements of this chapter, a written report shall be prepared and filed with the code official by a registered design professional. Such report…shall identify each required safety feature that is in compliance with this chapter and where compliance with other chapters of these provisions would be damaging to the contributing historic features.

1201.5 – Unsafe Conditions. Conditions determined by the code official to be unsafe shall be remedied. Work shall not be required beyond what is required to remedy the unsafe conditions.

Section 1203 Fire Safety
1203.2 General. Every historic building that does not conform to the construction requirements specified in this code for the occupancy or use and that constitutes a distinct fire hazard as defined herein shall be provided with an approved automatic sprinkler system as determined by the code official. However, an automatic fire-extinguishing system shall not be used to substitute for, or act as an alternative to, the required number of exits from any facility.

1203.3 Means of Egress. Existing door openings and corridor and stairway widths less than those specified elsewhere in this code may be approved, provided that, in the opinion of the code official, there is sufficient width and height for a person to pass through the opening or traverse the means of egress. Where approved by the code official, the front or main exit doors need not swing in the direction of the path of exit travel, provided that other approved means of egress having sufficient capacity to serve the total occupant load are provided.

1203.6 Stairway Enclosures. In buildings of three stories or less, exit enclosure construction shall limit the spread of smoke by the use of tight-fitting doors and solid elements. Such elements are not required to have a fire-resistance rating.

1203.9 Stairway railings. Grand stairways shall be accepted without complying with the handrail and guard requirements. Existing handrails and guards at all stairways shall be permitted to remain, provided they are not structurally dangerous.

1203.11 Exit signs. Where exit signs or egress path marking location would damage the historic character of the building, alternative exit signs are permitted with approval of the code official. Alternative signs shall identify the exits and egress path.

1203.12 Automatic fire-extinguishing systems. Every historic building that cannot be made to conform to the construction requirements specific in the IBC for the occupancy or use and that constitutes a distinct fire hazard shall be deemed to be in compliance if provided with an approved automatic fire-extinguishing system.

Exception: Where the code official approves an alternate life-safety system.

PART IV. RECOMMENDATIONS
GENERAL RECOMMENDATIONS

All work should be undertaken in accordance with the *Secretary of the Interior's Standards for Preservation* (Appendix A). These *Standards* focus on ongoing maintenance and repair of historic materials and features rather than extensive renovations.

The following preliminary cost estimate is provided for the purposes of planning, budgeting, and obtaining funding. Prices are based on 2025 Q1 price books. The recommended scope is based on preliminary visual inspections. Upon further inspection, new or enlarged scope items and associated costs may be discovered. As market forces are always changing, when scope is decided upon, up-to-date quotes should be obtained from contractors and manufacturers. A design contingency of 20% is always recommended when budgeting. Sensitive, complex, or large-scale repair work should be undertaken by a Contractor with specialized experience in historic preservation, such as those recommended by New Hampshire Preservation Alliance.

RECOMMENDATIONS	
HIGH PRIORITY / IMMEDIATE	**ESTIMATED COST**
H1. FOUNDATION REPAIR *(Preservation)* Check and reset all out-of-plumb split-granite stones at foundation perimeter. Remove loose mortar / concrete. Pour new continuous concrete sill. Build-up grade at perimeter, sloping away from building, and fill with gravel to cover all gaps. Inspect all first-floor framing, reinforce as needed. Fill all gaps in spray insulation and supplement as needed. Install Zip board sheathing or similar at underside of joists.	$25,000
H2. WINDOW REHABILITATION – PHASE 1: FIRST FLOOR *(Preservation)* Remove sash in batches. Board and winterize fenestrations. Transport to shop for Class III repairs. Scrape, prime, paint existing trim. Perform wood repair as needed – epoxy filler for consolidant, Dutchman type repair for small material loss, splice for larger losses, and full element replacement if >40% of an element is beyond repair. Include new exterior and interior storm windows.	$30,000
H3. ENERGY EFFICIENCY MEASURES *(Modernization)* South window treatments to mitigate glare and solar heat gain.	$5,000
H4. INSTALL LIGHTNING PROTECTION SYSTEM *(Modernization)*	$15,000
Total HIGH PRIORITY Recommendations (Materials & Labor)	**$75,000**

PART IV. RECOMMENDATIONS

MEDIUM PRIORITY RECOMMENDATIONS (2-5 YEARS)	ESTIMATED COST
M1. ELECTRICAL SYSTEM REPLACEMENT *(Modernization)* Add outlets, update lighting.	$75,000
M2. HEATING SYSTEM REPLACEMENT *(Modernization)* Add zoning, smaller, flexible ductwork, add cooling. *Preservation Brief 24: HVAC in Historic Buildings*	$75,000
Total Medium Priority Recommendations (Materials & Labor)	**$150,000**

LOW PRIORITY / LONGER TERM RECOMMENDATIONS (5-10 YEARS)	ESTIMATED COST
L1.REMOVE VINYL AND RESTORE ALL WOOD CLAPBOARDS AND TRIM *(Preservation)* Remove vinyl throughout. Repair / replace rotted wood elements in-kind as needed. Mechanically scrape, prime, and re-paint. Includes paint sample analysis.	$125,000
L2. INTERIOR FINISH – PRESERVE PRIMARY CDF Scrape, prime, paint, repair all original interior woodwork using Lead-Safe Practices.	$75,000
L3. ROOF REPLACEMENT Replace asphalt shingle roofs in-kind including new sheet metal drip edges, diverters, and sheet metal valleys.	$50,000
Total Low Priority Recommendations (Materials & Labor)	**$250,000**

PART IV. RECOMMENDATIONS

SUMMARY OF COSTS	
HIGH PRIORITY / IMMEDIATE	**ESTIMATED COST**
H1. Foundation Repair	$25,000
H2. Window Rehabilitation – Phase 1	$30,000
H3. Energy Efficiency Measures	$5,000
H4. Lightning Protection System	$15,000
Materials & Labor Sub-total High Priority	$75,000
Contingency (+20%) General Conditions / Overhead & Profit (+20%)	$30,000
Total Project Construction Cost for Short-Range Recommendations	$105,000
MID-RANGE RECOMMENDATIONS (1-5 YEARS)	**ESTIMATED COST**
M1. Electrical System Replacement	$75,000
M2. Heating System Replacement	$75,000
Materials & Labor Medium Priority	$150,000
Contingency (+20%) General Conditions / Overhead & Profit (+20%)	$60,000
Total Project Construction Cost for Mid-Range Recommendations	$210,000
LONG-RANGE RECOMMENDATIONS (5-10 YEARS)	**ESTIMATED COST**
L1. Remove Vinyl Siding and Restore all Wood Clapboards and Trim	$125,000
L2. Interior Finish Repair Campaign	$75,000
L3. Roof Replacement	$50,000
Materials & Labor Low Priority / Long Term	$250,000
Contingency (+20%) General Conditions / Overhead & Profit (+20%)	$100,000
Total Project Construction Cost for Long-Range Recommendations	$350,000
Grand Total Project Construction Cost	$665,000

PART IV. RECOMMENDATIONS
CONCLUSION

Freedom's Town Office building is a valuable landmark, and it has been an honor to prepare this report. It would be a great benefit to the community to repair the building, maintain it well, and make it accessible to all. A comprehensive plan for periodic inspection and maintenance of the building should be developed in order to ensure that it survives and thrives well into the future.

North Country Architect is pleased to have had this opportunity to assist in the ongoing stewardship of this significant historic and community resource. Please do not hesitate to contact us with questions or concerns regarding the building or project.

Respectfully submitted,

Beth Miller, RA, LEED AP
Principal, North Country Architect, PLLC
603-412-4480
info@northcountryarchitect.com

BIBLIOGRAPHY

2011 NHDHR Inventory – Schoolhouse / Town Offices

2013 NHDHR Inventory – Masonic Hall

2022 Assessment Synopsis, Bergeron Technical Services, LLC

2022 Town Office Feasibility Study, Bergeron Technical Services, LLC

2022 Structural Review, Horizons Engineering

Town of Freedom Annual Reports

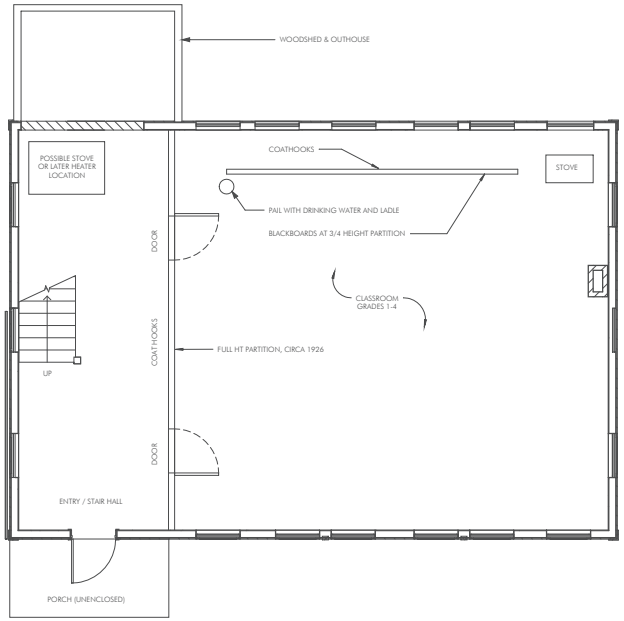
Boundary Maps by Alan Fall

Floor Plan Sketch by Velma Hormell

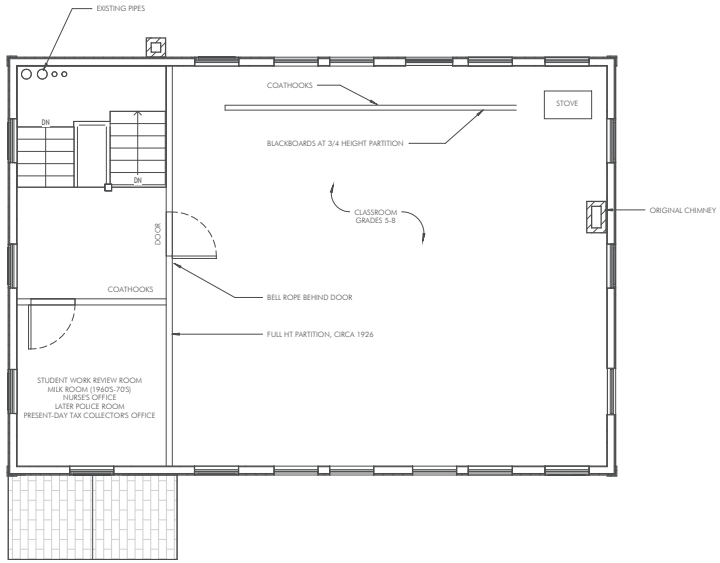
Reflections of former student Blanche A. (Eastman) Watson, 1974-75

PART V. SUPPLEMENTAL INFORMATION

APPENDIX A – Drawings



1 1ST FL TOWN OFFICE - 1895
1/4" = 1'-0"



2 2ND FL TOWN OFFICE - 1895
1/4" = 1'-0"

NOTES:

1: 1895 PLANS OF THE FREEDOM SCHOOLHOUSE BUILDING ARE CONJECTURAL BASED ON STUDENT ACCOUNTS, INCLUDING THE 1974-75 ORAL HISTORY OF BLANCHE WATSON, AND A SKETCH PROVIDED BY VELMA HORNELL, A LIFE-LONG RESIDENT AND SCHOOL ATTENDEE.

2. EARLY MASONIC HALL PLANS ARE NOT INCLUDED BECAUSE THE PRESENT-DAY PLAN LAYOUT DIFFERS LITTLE FROM THE 1926 LAYOUT, WHICH IS THE BUILDING'S PERIOD OF SIGNIFICANCE PER NHDHR.

NORTH COUNTRY ARCHITECT

NOTES:
-PRINT FULL-SCALE AT 24"X36'
-PRINT HALF-SCALE AT 11"X17"

ENSURE PRINT SETTINGS ARE SET TO PRINT 'ACTUAL SIZE' OR 'CUSTOM SCALE 100%' AND NOT 'FIT' OR 'FIT TO PAGE'. OUTER PERIMETER PAGE MARGINS SHOULD BE LESS THAN 1/2".

ALL DIMENSIONS TO BE VERIFIED IN FIELD.

DRAFT
50%

PROJECT N

TRUE N

UNLESS OTHERWISE NOTED

No.	Description	Date

FREEDOM

SCHOOLHOUSE HILL

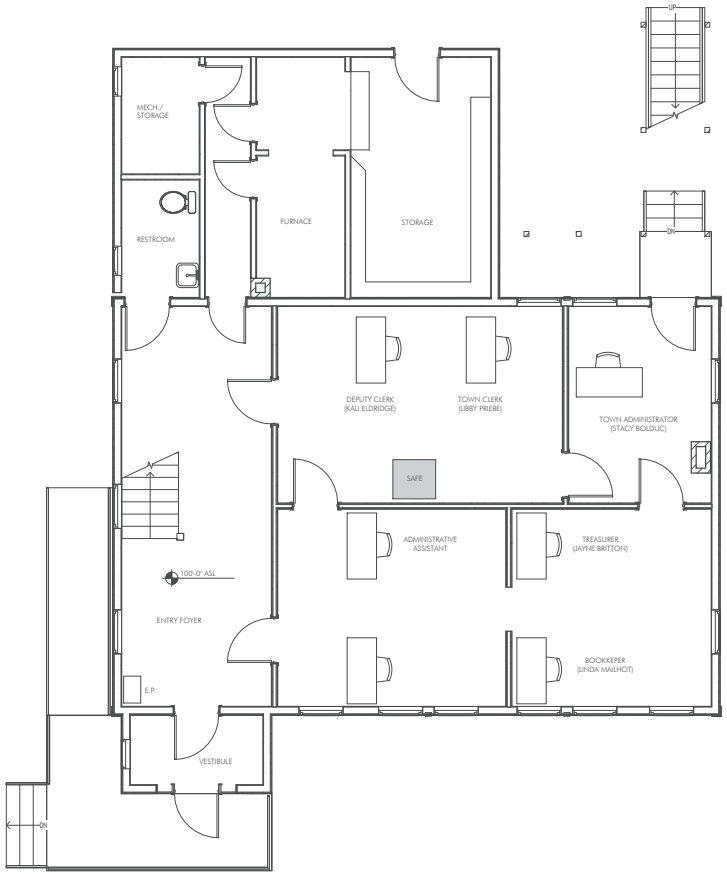
PLANNING STUDY

EARLY SCHOOLHOUSE

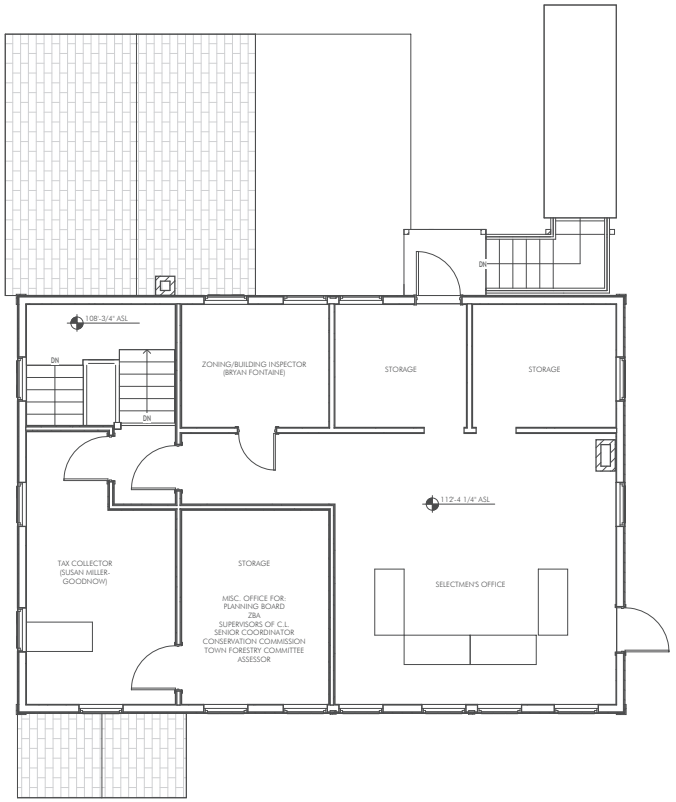
Project Phase	
Date	12/15/2025
Drawn by	.
Checked by	.

HP0.1

Scale 1/4" = 1'-0"



1 1ST FL TOWN OFFICE - EXISTING
1/4" = 1'-0"



2 2ND FL TOWN OFFICE - EXISTING
1/4" = 1'-0"

NORTH COUNTRY ARCHITECT

NOTES:
-PRINT FULL-SCALE AT 24"X36'
-PRINT HALF-SCALE AT 11"X17"

ENSURE PRINT SETTINGS ARE SET TO PRINT 'ACTUAL SIZE' OR 'CUSTOM SCALE 100%' AND NOT 'FIT' OR 'FIT TO PAGE'. OUTER PERIMETER PAGE MARGINS SHOULD BE LESS THAN 1/2".

ALL DIMENSIONS TO BE VERIFIED IN FIELD.

DRAFT
50%

PROJECT N
TRUE N

UNLESS OTHERWISE NOTED

No.	Description	Date

FREEDOM

SCHOOLHOUSE HILL

PLANNING STUDY

TOWN OFFICE
EXISTING PLANS

Project Phase	
Date	12/15/2025
Drawn by	.
Checked by	.

EC1.1

Scale 1/4" = 1'-0"

4 West Architectural Building Elevation
3/16" = 1'-0"

3 South Architectural Building Elevation
3/16" = 1'-0"

1 East Architectural Building Elevation
3/16" = 1'-0"

2 North Architectural Building Elevation
3/16" = 1'-0"

NORTH COUNTRY ARCHITECT

NOTES:
-PRINT FULL-SCALE AT 24"X36'
-PRINT HALF-SCALE AT 11"X17"

ENSURE PRINT SETTINGS ARE SET TO PRINT 'ACTUAL SIZE' OR 'CUSTOM SCALE 100%' AND NOT 'FIT' OR 'FIT TO PAGE'. OUTER PERIMETER PAGE MARGINS SHOULD BE LESS THAN 1/2".

ALL DIMENSIONS TO BE VERIFIED IN FIELD.

DRAFT
50%

PROJECT N

TRUE N

UNLESS OTHERWISE NOTED

No.	Description	Date

FREEDOM

SCHOOLHOUSE HILL

PLANNING STUDY

T.O. ELEVATIONS

Project Phase	
Date	12/15/2025
Drawn by	.
Checked by	.

EC2.1

Scale 3/16' = 1'-0"

APPENDIX B – Secretary of the Interior's Standards

The Secretary of the Interior's Standards for the Treatment of Historic Properties

National Park Service, U.S. Department of the Interior

The Standards are a series of concepts about maintaining, repairing, and replacing historic materials, as well as designing new additions or making alterations. They provide practical guidance for decision-making about work or changes to a historic property. Applicants to the Land and Community Heritage Investment Program (LCHIP) and some other preservation grant programs must be willing to adhere to these Standards. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility. Of the four treatment approaches, the Standards for Rehabilitation apply to most buildings in current use.

Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

More on the Standards and associated Guidelines, which offer general design and technical recommendations to assist in applying the Standards, can be found at: https://www.nps.gov/tps/standards.htm. Together, the Standards and Guidelines provide guidance and a framework for decision-making about work or changes to an historic property.

APPENDIX C – Preservation Briefs

https://www.nps.gov/orgs/1739/preservation-briefs.htm

1. NATIONAL PARK SERVICE PRESERVATION BRIEFS -https://www.nps.gov/orgs/1739/preservation-briefs.htm
   - Controlling Water in Historic Buildings https://www.nps.gov/orgs/1739/upload/preservation-brief-39-controlling-water.pdf
   - Repair Historic Wood Windows https://www.nps.gov/orgs/1739/upload/preservation-brief-09-wood-windows.pdf
   - Paint and Historic Woodwork https://www.nps.gov/orgs/1739/upload/preservation-brief-10-paint-problems-exterior-woodwork.pdf
   - Making Historic Properties Accessible https://www.nps.gov/orgs/1739/upload/preservation-brief-32-accessibility.pdf

2. WINDOW PRESERVATION STANDARDS - https://windowstandards.org/

3. HISTORIC NEW ENGLAND WHITE PAPERS - https://www.historicnewengland.org/preservation/for-professionals-students/property-care-white-papers/

APPENDIX D – NHDHR Inventory

NH Division of Historical Resources
Determination of Eligibility (DOE)

Date received:02/26/11 Inventory #: FRE0004

Date of group review: 03/09/11 Area: Freedom Village (local)

DHR staff: Mary Kate Ryan

Property Name: Freedom Village Grammar School Town/City: Freedom

Address: 33 Old Portland Rd. County: Carroll

Reviewed for: [ ]R&C [ ]PTI [ ]NR [x]SR [ ]Survey [ ]Other
Agency, if appropriate: SHRC 4/2011

Individual Properties

NR	SR
[ ]	[x]Eligible
[ ]	[ ]Eligible, also in district
[ ]	[ ]Eligible, in district
[x]	[ ]Not eligible
[ ]	[ ]More information needed
[ ]	[ ]Not evaluated for individual eligibility

Districts

NR	SR
[ ]	[ ]Eligible
[ ]	[ ]Not eligible
[ ]	[ ]More information needed
[x]	[x]Not evaluated @ district

Integrity: [x]Location [x]Design [x]Setting [ ]Materials
[x]Workmanship [x]Feeling [x]Association

Criteria: [x]A. Event [ ]B. Person [ ]C. Architecture/Engineering
[ ]D. Archaeology [ ]E. Exception

Level: [x]Local [ ]State [ ]National

STATEMENT OF SIGNIFICANCE:
☐ IF THIS PROPERTY IS REVIEWED IN THE FUTURE, ADDITIONAL DOCUMENTATION WILL BE NEEDED.
From 1895 through 1983, this building served the town of Freedom as a village two-room schoolhouse. A three-man committee was given $2000 to build a new school in 1895. Changes over the years include improvements to infrastructure – water, plumbing, and electricity. A 1934 fire caused the cupola and bell to be removed, and a 1992 ramp added for ADA accessibility made some small changes to the entry way.

The building maintains integrity, with only some damage to material integrity from the installation of vinyl siding. The conversion to town offices in 1983 made minimal changes to character-defining features. The property is eligible for the State Register under criterion A, for representing a history of investments in education in Freedom Village.

☑ ENTERED INTO DATABASE
ACREAGE: .25
PERIOD OF SIGNIFICANCE: 1895-1961 (50 year cut-off)
AREA OF SIGNIFICANCE: education
BOUNDARY: tax parcel
SURVEYOR: Heritage Commission

FOLLOW-UP: Notify appropriate parties. To complete the nomination, the statement of significance needs to be edited for conciseness and clarity.

Final DOE approved by: Mary Kate Ryan

RECEIVED
FEB 23 2011

New Hampshire Division of Historical Resources Page 1 of

INDIVIDUAL INVENTORY FORM **NHDHR INVENTORY #** FRE 0004

Name, Location, Ownership

1. Historic name Freedom Village Grammar School
2. District or area Freedom Village (local)
3. Street and number 33 Old Portland Road
4. City or town Freedom
5. County Carroll
6. Current owner Town Of Freedom

Function or Use

7. Current use(s) Town Administrative Offices (Government - offices)
8. Historic use(s) Grammar School, Grades 1-6 1895-1983 (Education - school)

Architectural Information

9. Style Greek Revival
10. Architect/builder ~~George Philbrick-Chair, Building Comm.~~ (unknown)
11. Source Town Report - 1895
12. Construction date 1895
13. Source Town Clerk's Report 1895
14. Alterations, with dates see attached
15. Moved? no x☐ yes ☐ date:

Exterior Features

16. Foundation Granite
17. Cladding Vinyl, Aluminum
18. Roof material Asphalt shingles
19. Chimney material brick
20. Type of roof pitched, front gable
21. Chimney location – east side of building (right side facing
22. Number of stories two (2 3/4)
23. Entry location front left side (north) (facade, off-center)

24. Windows double hung (6/6)
Replacement? no x☐ yes ☐ date:

Site Features (Rural village)

25. Setting **hillside setting in small village, Masonic Hall and private residences adjacent**
26. Outbuildings- none
27. Landscape features south location, landscaped, sloping hill, bandstand in front (gazebo)

35. Photo #1 Date 5/12/08 Direction: North
Reference #: 1

28. Acreage 0.25
29. Tax map/parcel map 52/lot 19

30 UTM reference Zone 19, E 336341, N4852951,

31. USGS quadrangle and scale024024Freedom **43071-G1-TF-024**

Form prepared by
32. Name **Heritage Commission Committee (Peg Scully, Lee Fritz, Gale Morris, Alan Fall)**
33. Organization **Heritage Commission**
34. Date of survey **Feb.,2011**

NH STATEPLANE NAD 83 (FT)
X = 1,151,301 Y = 479,294

Question 14: Alterations with dates (to be expanded upon in architectural description section)

Built 1895 on Schoolhouse Hill. No electric lights or running water, and heated by burning wood.
Source: Town Clerk's Records of 1895; Oral History 1974-75 by Blanche A. (Eastman) Watson: Freedom native and former teacher in Freedom, and memories recorded by her of her mother, Carrie Mills Eastman and father Greenleaf H. Eastman (who with his brother Charles Eastman painted the "new" village school for the first time in 1895).

1913: Village Water Precinct established to provide pipelines with running water to the village.
Source: Town Annual Report, 1913.

1926: Addition of warmed and ventilated cloakrooms, and a stove drum for heat. Partitions to eliminate "cross lighting and eyestrain".
Source: Town Annual Report, 1926.

1927: Addition of new shingling to roof of porch over schoolhouse door and ½ of main roof re-shingled.
Source: Town Annual Report 1927.

1927-8: Chemical Toilets installed.
Source: Town Annual Report 1928.

1930: Screens installed in windows and doors. Installation of electric lights.
Source: Town Annual Report 1930.

1931-32: Ventilating heater installed in downstairs primary room.
Source: Town Annual Report 1932.

1932-33: Woodshed altered and enlarged for storage of kindling, wood and janitorial supplies.
Source: Town Annual Report 1933.

1934-35: Fire destroyed cupola. Cupola removed, school bell removed. Electrical rewiring and major repairs to rooms; rebuilding of the roof.
Source: Town Annual Report 1934-35.

1938-39: Recommended that septic toilets be installed. Does not happen till 1956.
Source; Town Annual Report 1938-39.

1952-53: Installation of automatic forced hot air heating system; installation of fire escape from second floor.
Source: Town Annual Report: 1952-53.

1956: Installation of two new toilet rooms and flush toilets.
Source: Annual Report: 1956.

1957-81 need to retrieve from FHS on cooler day

1982-83: Selectmen authorized to deal with School District relative to action needed to obtain this building for use as town administrative offices.
Last classes taught 1983.
Source: Town Annual Report: 1982-83.

1984-85: Building remodeled to suit town offices. New external siding finished. Repairs to roof done with new shingles.
Heavy steel shelving created for vital records storage in town clerk's office.
Source: Town Annual Report 1984-85.

1986-87: Repairs to shingled roof.

1989: Installation fire-proof cabinet for Town Clerk.

1991: Money voted to hire architect to bring into ADA compliance, including toilets. Separate men/women toilets and refurbish.

1992: Architect hired for ADA compliance remodeling work.

1993: Town voted $102,350 to remodel both Town Hall and Town Office Building for ADA.
Work addressed: need to add architects' outline of actual plans for alterations.
Source: Town Annual Reports 1991-1993.

1994: Amend concept of partitions for Tax Collector o 2nd floor. Must be on 1st floor to be ADA compliant. Money for flagpoles at building, and for painting outside trim, windows and gazebo (bandstand).Town Annual Report 1994-5.

1996: Upgrade lighting system (not include emergency lights).
Source: Town Annual Report 1996.

1997-2005: Money voted for miscellaneous repairs, but no details.
Source: Town Annual Reports 1997-2005.

2006-7: Roof replaced. Chimney left in situ for historical appearance but not used for heating.
Source: Town Annual Reports 2006-2007.

2008-9: no alterations inside building.

INDIVIDUAL INVENTORY FORM **NHDHR INVENTORY #**

Date photos taken: 8 - 2010

Photo # 2 Description: Town Office + Bandstand
Roll and Frame # OR Digital file name: Town Buildings Direction: North ↑

Photo # 3 Description: Town Office
Roll and Frame # OR Digital file name: Town Buildings Direction: NE ↗

INDIVIDUAL INVENTORY FORM **NHDHR INVENTORY #**

Date photos taken: create d 1/2011 - taken circa 1900

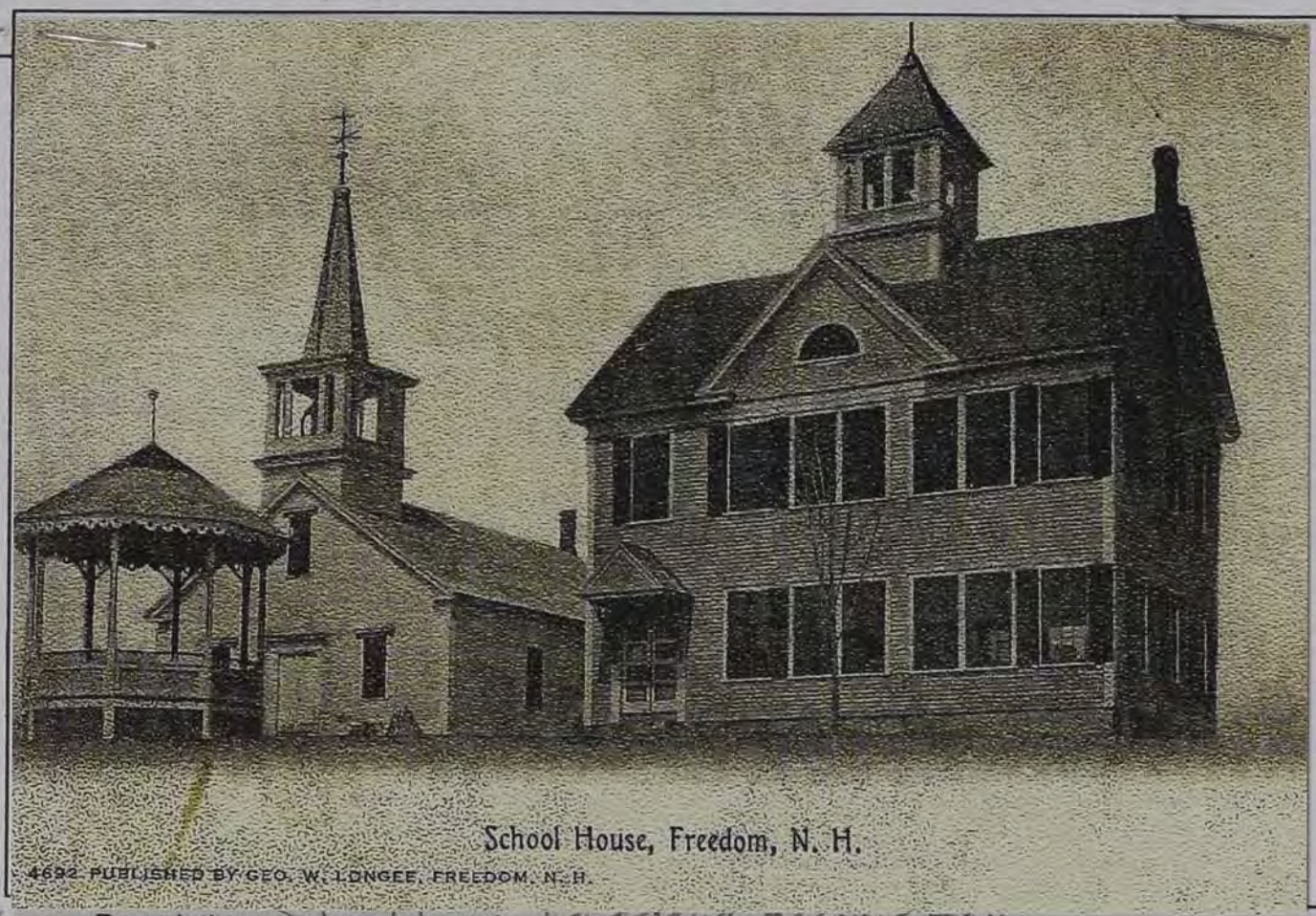


Photo # 4 Description: School house, bandstand, masonic Hall
Roll and Frame # OR Digital file name: Town Buildings Direction: North ↑

Photo # Description:
Roll and Frame # OR Digital file name: Direction:

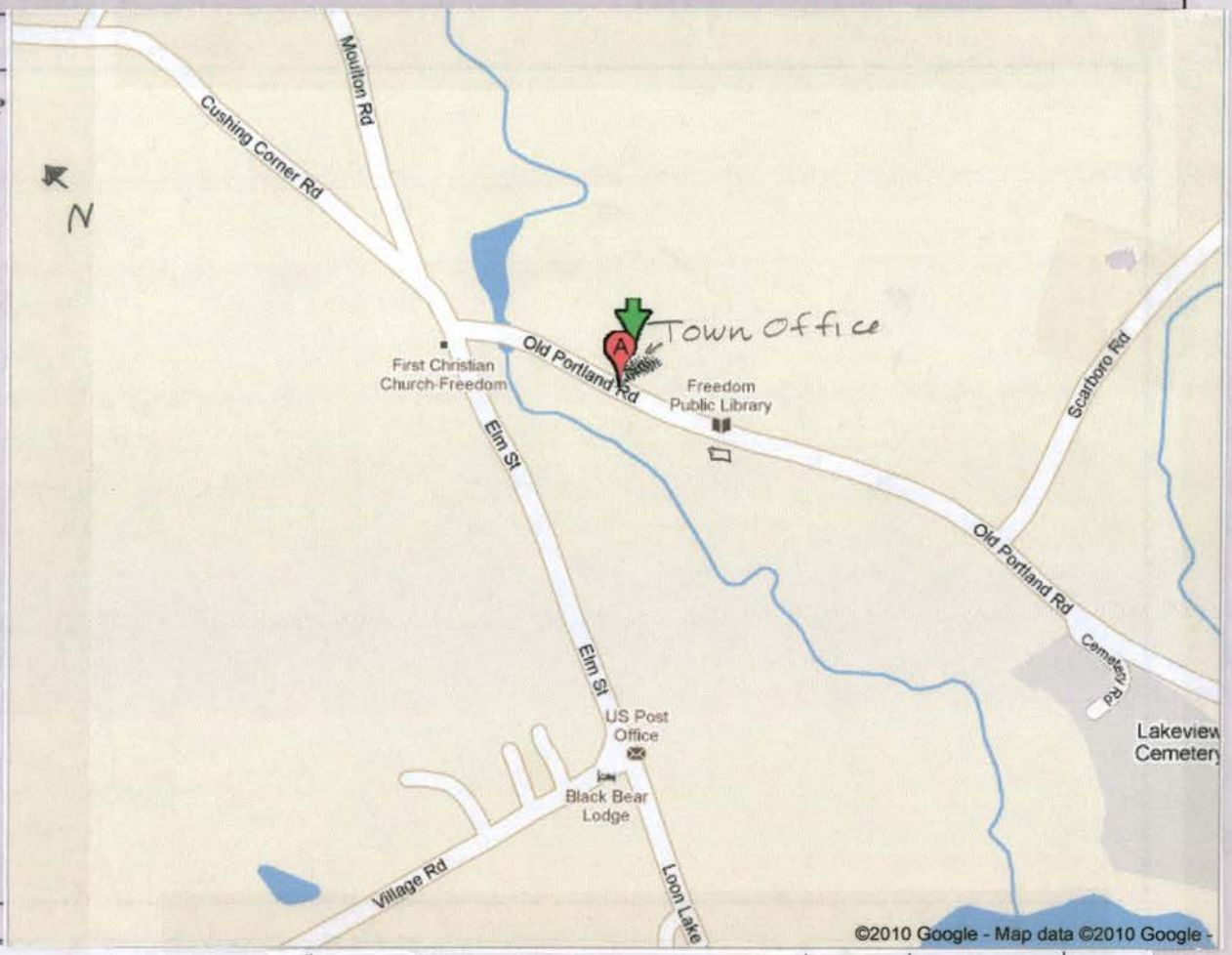
INDIVIDUAL INVENTORY FORM **NHDHR INVENTORY #**

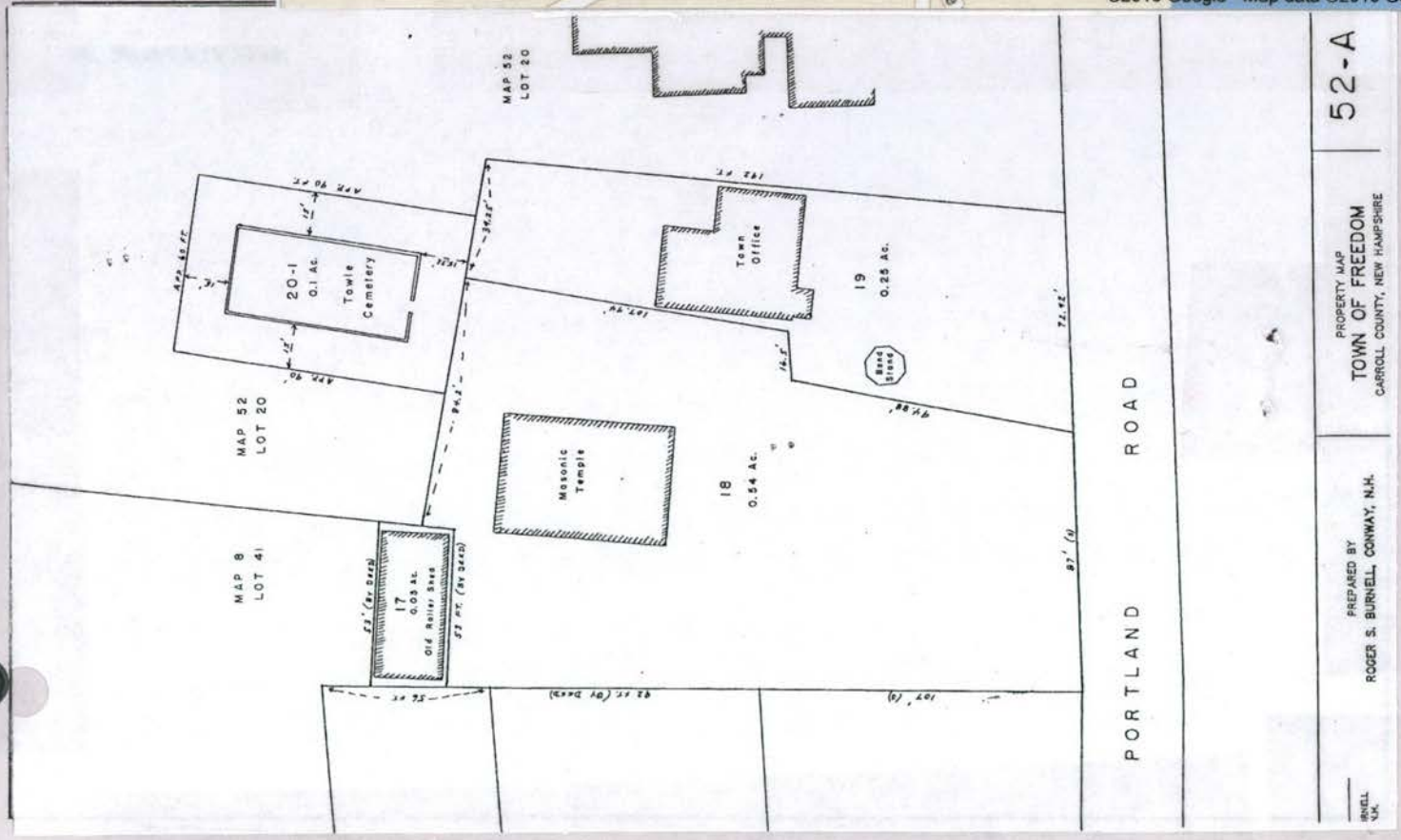
PHOTO LOG:

I, the undersigned, confirm that the photos in this inventory form have not been digitally manipulated and that they comform to the standards set forth in the NHDHR Photo Policy. These photos were printed at the following commercial printer OR were printed using the following printer, ink, and paper: walmart
The negatives or digital files are housed at/with: Peg Scully, Bonnie Burroughs, Freedom Historical Society

SIGNED: Margaret Scully

39. LOCATION MAP





41. Historical Background and Role in the Town or City's Development:

See attached

42. Applicable NHDHR Historic Contexts: ~~See Attached~~ 105 Elementary and secondary Education, 1770–present

43. Architectural Description and Comparative Evaluation:

See attached

44. National or State Register Criteria Statement of Significance:
See attached

45. Period of Significance: See attached

46. Statement of Integrity: See attached

47. Boundary Discussion: **See attached maps showing structures and boundaries from 1826. The Old School was moved in 1895 to make room for the "New" School currently used as the Town Office.**

48. Bibliography and/or References:

1. **Reflections of former student Blanche A. (Eastman) Watson, written in 1974-75**
2. **Town of Freedom, Town Clerk's Records, 1875-1909**
3. **Town of Freedom, Annual Reports, 1910-2008**
4. **OSSIPEE RIVERLANDS, by Carol Foord and Shiela T. Jones, 2000**
5. **Records and Research by Don Chase, 1978**
6. **Boundary maps by Alan Fall**

Surveyor's Evaluation:

NR listed:	individual	NR eligible:		NR Criteria:	A
	within district		individual		B
			within district		C
Integrity:	yes		not eligible		D
	no		more info needed		E

NEW HAMPSHIRE STATE REGISTER OF HISTORIC PLACES
OWNER CONSENT FORM

TO: New Hampshire Division of Historical Resources
19 Pillsbury Street
Concord, NH 03301
ATTN: State Survey Coordinator

Re: State Register listing

Owner□s Name: Town of Freedom

Property Address: 33 old Portland Rd.
Freedom, NH 03836

Tax Lot/Block: Map 52 - Lot 19

Historic District Name: _____

I certify that I am the legal owner of the property at the address listed above. I have been notified that this property was surveyed and found eligible for listing in the State Register. I wish to have this property listed in the New Hampshire State Register of Historic Places.

Signature Les Babb, Neal Boyle, Scott Cunningham - Selectmen Date Jan 31, 2011

Contact information for owner
[X] Same as above

Mailing address: P.O. Box 227
Freedom NH 03836

Phone: 603 · 539 · 6323

E-mail address: _____
[ ] I wish to receive a Division of Historical Resources newsletter, The Old Stone Wall, via e-mail.

INDIVIDUAL INVENTORY FORM – FREEDOM TOWN OFFICES/FORMER GRAMMAR SCHOOL

QUESTION #41 HISTORICAL BACKGROUND & ROLE IN TOWN'S DEVELOPMENT

The present Freedom Town Office sits at the top of "Schoolhouse Hill" at 33 Old Portland Road. It was built in 1895 to replace the little village schoolhouse, and the two story building was constructed next door to the then Baptist Church. All three buildings still stand on the hill. The Church is now the Masonic building and the old school is a private residence.

At the time, the town voted to set aside $2,000 for the project, and appointed a committee of three men, headed by George Philbrick, to oversee the construction. There is little land surrounding the building and the footprint was much as it is today, so the children played in front of the school and in the bandstand which was built at about the same time. In its first years the school was heated with a wood-burning stove, and had no electricity, running water, or indoor toilet facilities. A brook nearby probably supplied the water which was hauled in a bucket.

In 1913, the Village Water Precinct was established and wooden water pipes were laid along Old Portland Road and Elm Street. It is unclear when running water was brought into the school, but we see in the Town Reports that 2 new toilet rooms and flush toilets were installed in 1956. We would like to think those facilities existed before then!

Improvements to the school were made in the 1920s and 30s, as warmed and ventilated cloakrooms, a stove drum for heat, an addition of a porch over the door, window screens, and electric lights were installed. The Primary Room downstairs had a new ventilating heater and the woodshed was enlarged.

Sadly, a summer fire in 1934 destroyed the cupola; it was removed along with the school bell. Major repairs to the roof, the electrical system, and the classrooms were required. .. In the 1950s, a forced hot air heating system was installed, the play area was increased. Until the 1980s, the school had a teaching principal and a second teacher who instructed up to 45 students in grades 1 through 6. Children were bused to school. Those who lived nearby went home for lunch; others brought their lunch to school, or ate across the street at a small lunchroom. It soon became clear that the school was inadequate for not only instruction, but for safety, and for a curriculum which included PE, art, music, and attention to the needs of special students.

The Town voted to build a new school on donated land on Loon Lake Road, and the old school building was scheduled to be remodeled for use as the Town administrative offices and an office for the Police. The last classes were taught in 1983, and in 1984, the children moved to the new school.

In 1992 new regulations required that both the Town Offices and the Town Hall be renovated to comply with ADA regulations. Presently, in 2010, some citizens feel that the Town Offices have outlived their usefulness and that another facility be constructed elsewhere or that the offices be in a Town Safety Complex with the Fire and Police. Others, including the Heritage

Commission and the Historical Society, feel that this building with its 115 year history is a treasure in the heart of the town which adds its life and energy, and would like to see that it remains a public, town-owned building, and if possible continue as the Town Office. At Town Meetings in 2009 articles were approved that allowed for hiring an architect to evaluate the possibilities for additions, parking solutions, and safety compliance so that the building might continue in its present function. In 2010 all articles pertaining to changes in the Fire Station and Town Offices failed. We very much want to see the building protected as an important historic place in New Hampshire. Our whole village in fact, remains in many ways a remarkable picture of the 19th century New England Town, and our mission is to see that it stays that way.

Town Office Building/Village Grammar School State Historic Register Application Question 43

Architectural Description and Comparative Evaluation:

The Freedom Town Office Building, built in 1895 as the Village Grammar School, is a two-story building at the top of Schoolhouse Hill on Old Portland Road, a residential area. This elevated location, above one of the four main village historic roads (the others being Moulton Road, Cushing Corner Road, and Elm Street), was once the center of life in Freedom. To this day it conforms to the same footprint of land as when it was built in 1895, and continues to be an important site in the everyday life of the town.

It is one of four structures on this hillside that are significant in the history of Freedom. The Masonic Hall, built as a church by 1830, sits next to and west of the Office Building. To the southwest of the Hall stands the Rivard House, a private dwelling, that was the first village school constructed before 1826 that also served as an early meeting house. Lower on the hill-rise and to the front of the Town Office Building is the Freedom Bandstand that was in place most likely by or near to 1895 (this bandstand was renovated, repainted with colors used in early days, adorned with the old "Freedom Cornet Band" hanging lantern owned by the Historical Society, and rededicated in August 2010). This historic cluster of buildings represents the heart of early Freedom's (then North Effingham) religious, social, educational, fraternal and governmental activities.

In March of 1895 the Town voted to sell the first village schoolhouse, and retain this old school's furnishings to be used in a new Grammar School. Residents voted to set aside $2,000 for a new two-room, two-story schoolhouse to house grades 1-8 in this central village location. Freedom citizen George Philbrick was appointed to head the project, with the School Board forming a Committee of three to oversee the construction of the wood-framed and clapboard-sided structure. During construction, village children continued to attend classes in the "old" cape style schoolhouse that stood in front of the work site, lower on the brow of the hillside. When the "new" building was ready for occupancy, this small one-story school was sold and moved to a position southwest of the Freewill Baptist Church (now the Masonic Hall) by Silas Brooks with oxen, taking two days whereupon resident Al Stacey happened by and suggested that Brooks jack up the back of the building as it was digging into the ground, and that it should have only taken one day for the move. The building job was completed in 1895, and grades 1-4 were housed in the downstairs classroom while grades 5-8 met on the second floor. There were no electric lights or running water in the early years, and heat was managed by burning wood. Freedom brothers Greenleaf H. Eastman and Charles Eastman painted the "new" village school for the first time in 1895. This building was the main Freedom school from this time until 1983 when the last classes were held before moving town elementary education to a brand new building on Loon Lake Road. The Freedom Village Grammar School then became the Town Office Building and it remains the municipal center to this day.

The Exterior of the Building:

The foundation of the building remains as the original granite stones that stand on solid ledge. In the School Superintendent's Report included in the Town Annual Report of 1929-30, F.W. Jackson wrote on page 41 that "Some plan should be made for establishing the building more securely on its foundations. It rocks badly in a heavy wind." New Hampshire granite, however, has stood the test of time in supporting this historic edifice to the present day.

The walls were wooden clapboard/cladding . Atop the roof was a wooden cupola that housed

the school bell and had a flagpole superimposed above as seen in the photo from 1895. The windows are original wooden ones that number: 13 with 6 over 6 panes on the front, as well as an ornamental fan light with five large elliptical colored glass panes (brown, green, cobalt blue) and one small semicircular one (brown) and a panel of three clear glass panes down each side of the front entrance; on the east side there are five 6 over 6 windows and one door to the fire escape on the second floor; at the back are eight 6 over 6 windows with the shed structure attached at ground level, with two 2 over 2 paned windows and a door; to the west side are seven 6 over 6 windows as well as two 2 over 2 paned windows. The shed windows may have been added in 1931-2 when the then woodshed was enlarged. The aforementioned fan light ornamental window of five panes of colored glass is visible in the front center triangular wooden gable of the roof directly below the cupola. This geometric architectural enhancement is reflected in the small triangular rooftop over the front door at the lower left of the building facade.

The front entrance is in its original position (what did Ian's report say about doorway...it was widened in 1992/3 for ADA compliance but is any part original?), to the left of center, at the southwestern corner. The rooftop was shingled, and the brick chimney is at the east side, and remains so today. A shed was connected at the back of the building, and used to store kindling and firewood (this shed today has a cinderblock type chimney "vent" coming up through the roof). The Plan of Freedom Village made for the Freedom Water Works 1913 shows a foot print of the building exactly what it is today so the "shed" and "outhouse" were connected then and is probably part of the original structure. The 1927-28 Annual Report of the town states on page 33 that "...when the schoolhouse was built, no provision was made for a playground as the land that was bought is only wide enough to set the building on, and extends only from back of the building to the street. In fact, there isn't room on which to pile the wood supply."

The Interior of the Building:

Beyond the entry and vestibule stretched a hallway that ran along the left side (from front to back) to a wooden staircase with an ascending balustrade having plain rounded tops to the boards beneath, and with one rectangular landing to the second floor. The classroom downstairs was to the right of this hallway. Upstairs the classroom was across the front of the building to the left of the staircase top. To the right of the top of the stairs was a small room (now the police room) that was mentioned in a resident's memoir as being a place where upper grade students could meet to go over the day's work. All of the original floors were wood, and the walls were the horsehair plaster over lathing, and had both horizontal and vertical pine beadboard types of wainscoting that remain to this day.

The original hallway remains in place but on the first floor, to the right of the hall, offices have been made out of the one large schoolroom. Partitions were put in place to house offices for the Town Administrator and her assistants at the front of the building, space shared by various officials, such as the Town Treasurer, as needed. At the back and to the right off the hallway is the Town Clerk's office and various storage spaces for records are beyond these offices. Under the staircase and at the rear of the building are lavatories and a storage room. Directly in front of these two doors and under the staircase is a very small counter that holds kitchen/coffee making space. On the second floor, to the immediate right of the top of the staircase, is the small room that now is the Police Department office. This was once used as a Nurse's Office. In the 1960s-70s it also was used as a "milk room" where milk drinks were stored in a small refrigerator. A mimeograph machine was located here as well. To the left of the top of the stairs, and running across the front of the building, is the room now used for the

Select-board office and meeting space. There are extensive shelving units across the back wall for storage of paper resources and documents. There are partitioned cubicles where the Zoning Officer, Building Inspector and other officials have their spaces.

The circular loop driveway off Old Portland Road is across land belonging to the Masons (again the old church land) to the west and across land of a residence to the east for access to the building. The Masons allow the town the use of the area in front of the Lodge and the area between Lodge and School (this area was also used as a playground with swings and a slide in the 1950's until the school moved to Loon Lake Road in 1983) to park during business hours. This paved drive passes in front of the private home that was the first school, the Masonic Hall, and has a small drive between the Hall and the Town Office Building to a cemetery. The small circle continues to curve downwards to the southwest front side of the Town Office Building, to the side and behind the Bandstand, and then descends back to Old Portland Road with exit either along the first mentioned drive or out along a south easterly additional drive that connects as a downward left hand exit to Old Portland Road headed east. There is a World War I and Spanish American War Memorial on the lower center hillside by the street level.

Alterations (and dates) to the original property:

Exterior:

1927: new shingling applied to the roof over the small porch at the front entry and ½ of the main roof re-shingled (Town Annual Report of 1927).
1930: screens installed to the exterior of windows and doors (Town Annual Report of 1930).
1931-32: woodshed enlarged for storage of kindling and wood as well as janitorial supplies (Town Annual Report 1932-33).
1934-35: cupola and bell removed (cupola not replaced; bell at Freedom Historical Society)after fire that severely damaged top of schoolhouse building; roof rebuilt (Town Report of 1935).
1952-53: fire escape constructed from second story east side to ground level (Town Report 1953).
1960: exterior painted (Town Report of 1960).
1979: New large 2,000 gallon oil storage tank partially buried outside (Town Report of 1979).
1980: new septic system, 1,000 gallon size (Town Report 1980).
1981: storm windows put on exterior and weather stripping applied (Town Report 1981).
1985: vinyl (?)siding finished on outside of building (Town Report 1985).
1986: roof re-shingled with asphalt(?) shingles (Town Report of 1986).
1987: roof repairs completed (Town Report of 1987).
1991-93: ADA compliance work done, including handicap ramp accessibility, doors widened? (apparently there are photos of all this???)(Town Report of 1992-93).
1994: money for flagpoles, painting outside trim, windows and gazebo/bandstand(Town Report 1994).
2006-7: roof replaced but chimney (original brick) left in situ for historic appearance but not used for heating outlet (Town Report of 2007).
2009: (was there repair to area where Karen fell????)

Interior:
1913: Water Precinct puts in pipelines for village running water (Town Report 1914).
1926: warmed and ventilated cloakrooms installed (Town Report 1926-7).
1927-8: Chemical toilets introduced(Town Report 1927-8).
1930:installation of electric lights (Town Report 1930).
1931-32: woodshed altered and enlarged for storage of kindling and wood as well as janitorial

supplies(Town Report 1932-3).
1934: summer fire destroyed cupola that had to be removed along with bell and flagpole; severe damage done to top interior as well (Town Report 1934).
1935: electrical rewiring and major repairs to rooms from fire damages(Town Report 1935).
1952-53: installation of automatic forced hot air system (Town Report of 1953) with floor registers.
1956: modern sanitary facilities; installed 2 new toilet rooms and flush toilets (Town Report 1956-7).
1960: new shades in upper room (these may be in basement storage?); renovate electrical wiring (Town Report 1960).
1963: proper artificial lighting for reading; audio visual aids/screens and window darkeners (could these be shutters?)installed; better fire protection equipment but without toxic retardants (Town Report 1963).
1976: repairs to building, gas tank, glass windows and miscellany(Town Report 1976).
1979: rebuilt storage space where oil tank once housed (tank moved and new one buried outside); floor laid in storage area and insulation for outer walls(Town Report 1979).
1982-5: alterations to make for building as Town Office Building: miscellaneous including heavy steel shelving for vital records storage in office downstairs for town clerk(Town Reports 1982-85).
1989: installation fire-proof cabinet for town clerk(Town Record 1989).
1991-93: town hired architect to bring building into ADA compliance, inclusive of partitions to downstairs rooms as well as widening of entryway at top of a ramp. Separate men's and women's toilets and refurbishing(Town Reports 1991-93).
1996: upgrade lighting system (not include emergency lights) (Town Report 1996).
1997-2005: miscellaneous repairs (no details on actual 'alterations') (Town Reports 1997-2005).

The significance of the landscape surrounding this building has not altered in its history. Freedom residents continue to view Schoolhouse Hill and its four buildings as significant to life in the village. People live in the old cape school to the west of the Masonic Hall. The members of the Masonic Lodge still hold meetings in their building, and continue to allow the townspeople to use the driveway to access parking when the Town Office Building is open for business. The bandstand is the site for Old Home Week concerts in summer and for the autumn assembly on Veterans' Day when speeches are given to honor those many men and women from Freedom who have served our country. The war memorial plaque is well-tended and decorated with flags when appropriate. Straight back behind the office building is one of the oldest small family cemeteries (the Towle Cemetery), a separate entity. The hilly lawns are well cared for by the town and the Masonic brotherhood. The bandstand is bedecked in fine weather with hanging baskets of colorful flowers and in winter holiday time with festive lights. The view to the south remains open to the simple, natural beauty of Freedom's woods and waters and the distant heights of Green Mountain. The scenic rural panorama is virtually unchanged and has been appreciated by the people of Freedom since the early 1800s.

Sources: Town Clerk's Reports for Town of Freedom: 1890-1895
Annual Reports for Town of Freedom: 1896-2009
Personal memories, recorded and written, of various townspeople, now deceased, from the Freedom Historical Society and family collections
Personal observations of current local residents who attended the Village Grammar School in their lifetimes
Architect's drawings for 1992ff ADA renovations of the building

Question 44 – Statement of Significance – Town Office Building/Freedom Grammar School

Freedom citizens were willing to appropriate funds to build a new school in 1895 which would consolidate some of the district schools in the area to provide a centralized facility. They valued the basics skills of reading, writing, arithmetic, spelling, geography, and penmanship, but also approved of enrichment activities, improvements in the curricula, and improvements in the physical plant in the following 50 years.

Annual Town Reports show that voters supported the school from the beginning and they implemented the criteria of the State's Educational Act of 1919 which raised the standards and broadened the scope of what was taught in the classroom. History and Civics were included in the curriculum, and later, music, the visual arts, and Physical Education. The building was improved regularly in order to provide the optimum learning environment available at the time. Shortly after a Town Water Precinct was established in 1913, running water was brought to the school. In the 20s and 30s a warmed and ventilated cloakroom was added, as well as window screens and electric lights. A fire in the summer of 1935 destroyed the cupola and required major repairs, rewiring and repainting. A parcel of land in the back was donated in the 50's to increase play space adding to the play area on the front hillside near the bandstand. Later, health clinics held in the school screened children for vision, hearing, and dentition. Inoculation clinics were held at the school. The Freedom Grammar School educated countless boys and girls who led relatively isolated and rural lives; they received the solid foundation which formed the solid citizens they became.

Period of Significance – Freedom Grammar School/Town Offices – Question 45

The Grammar School/Town Office in Freedom has been a significant structure since its construction in 1895. The design and location of the building are attractive and unusual. Situated atop Schoolhouse Hill, the old school faces Southwest and receives the last light as the day ends. Other buildings and the newly refurbished bandstand surround it, but it is the most imposing.

Most important, however, are the two ways in which the building has served the town. First, it was the school for all the children of Freedom for 88 years, as has been described in detail (see question 43 and 44).

Since then, in its function as the Town Offices, the building has provided office space for the Town Clerk, Town Administration, Tax Collector and Selectmen. During every season, and for 116 years, there is and always has been activity vital to the Town's life and purpose.

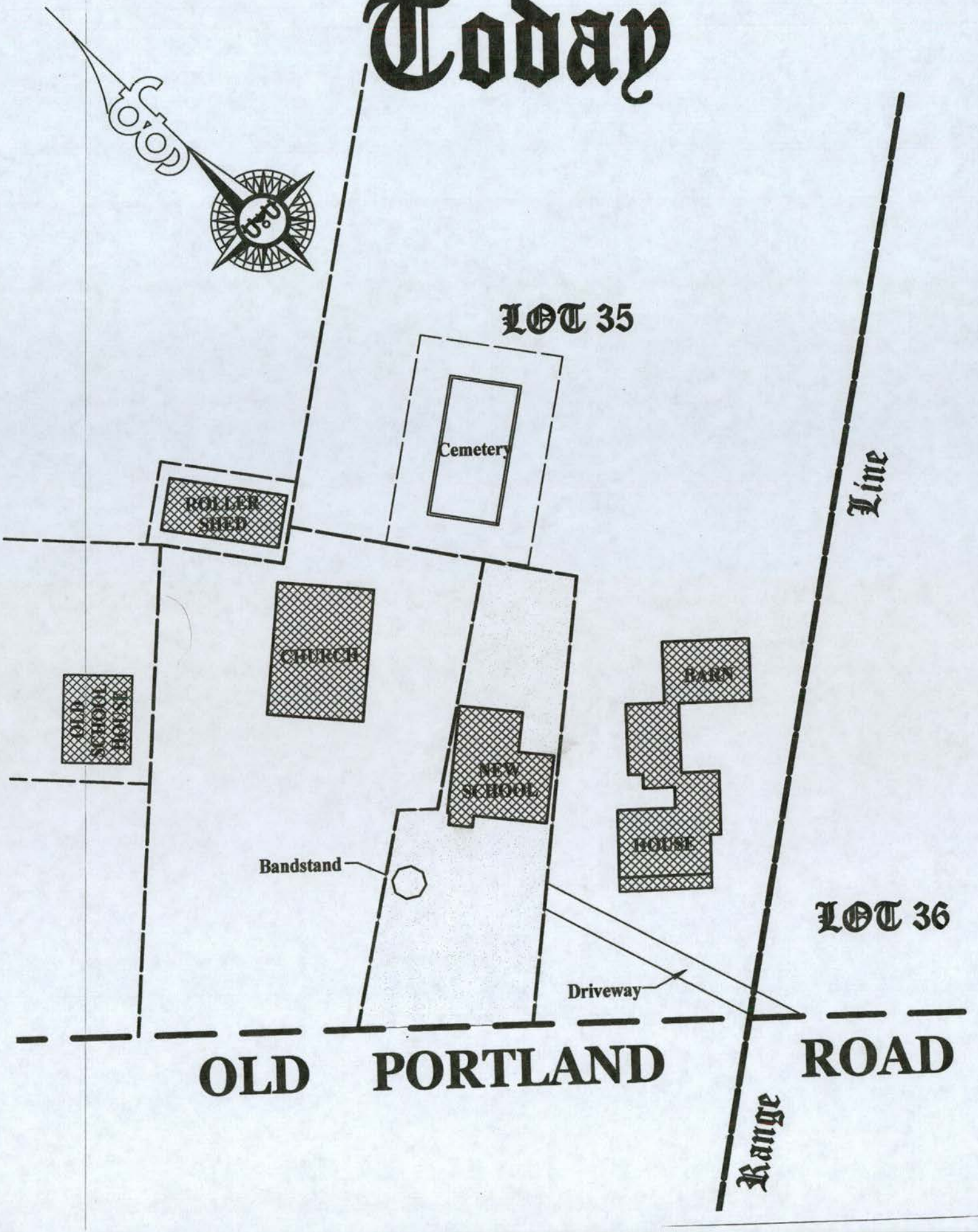
1895 - 1961

Statement of Integrity – Freedom Grammar School/Town Office- Question 46

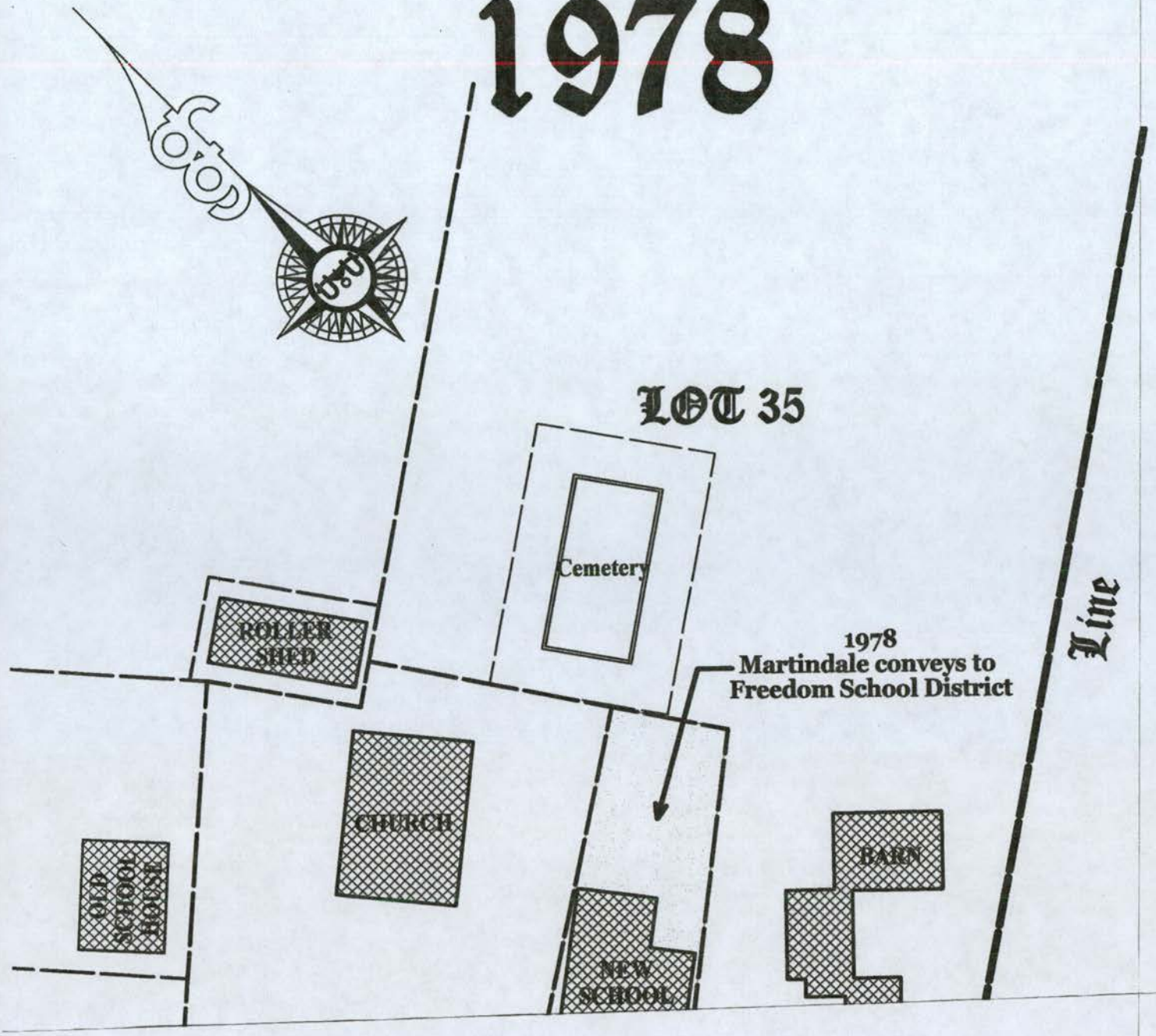
The location, design, and setting of the Town Office building are enough to insure its integrity as a remarkable example of a kind of Victorian confidence. It has been mentioned before that the building sits atop a hill facing Southwest where it receives the last of the sun's rays every day. In old photographs, one sees that it is even grander with the wooden cupola (later destroyed by fire) adding height. The scalloped wood decoration of the second floor face, the ornamental fan light in the center, and the large windows add interest and style.

The building is an extraordinary example of what ordinary citizens in a small rural village could do as they planned their new school. They chose a style and a setting which related beautifully to the surrounding space. Using materials which were sturdy and plain, they were able to create a remarkable building which seems to express to perfection the sense of optimism and energy of the late 19th century, and which lasts to this day.

Today


LOT 35
Cemetery
ROLLER SHED
CHURCH
OLD SCHOOL HOUSE
NEW SCHOOL
BARN
HOUSE
Bandstand
Driveway
LOT 36
Line
Range
OLD PORTLAND ROAD

1978

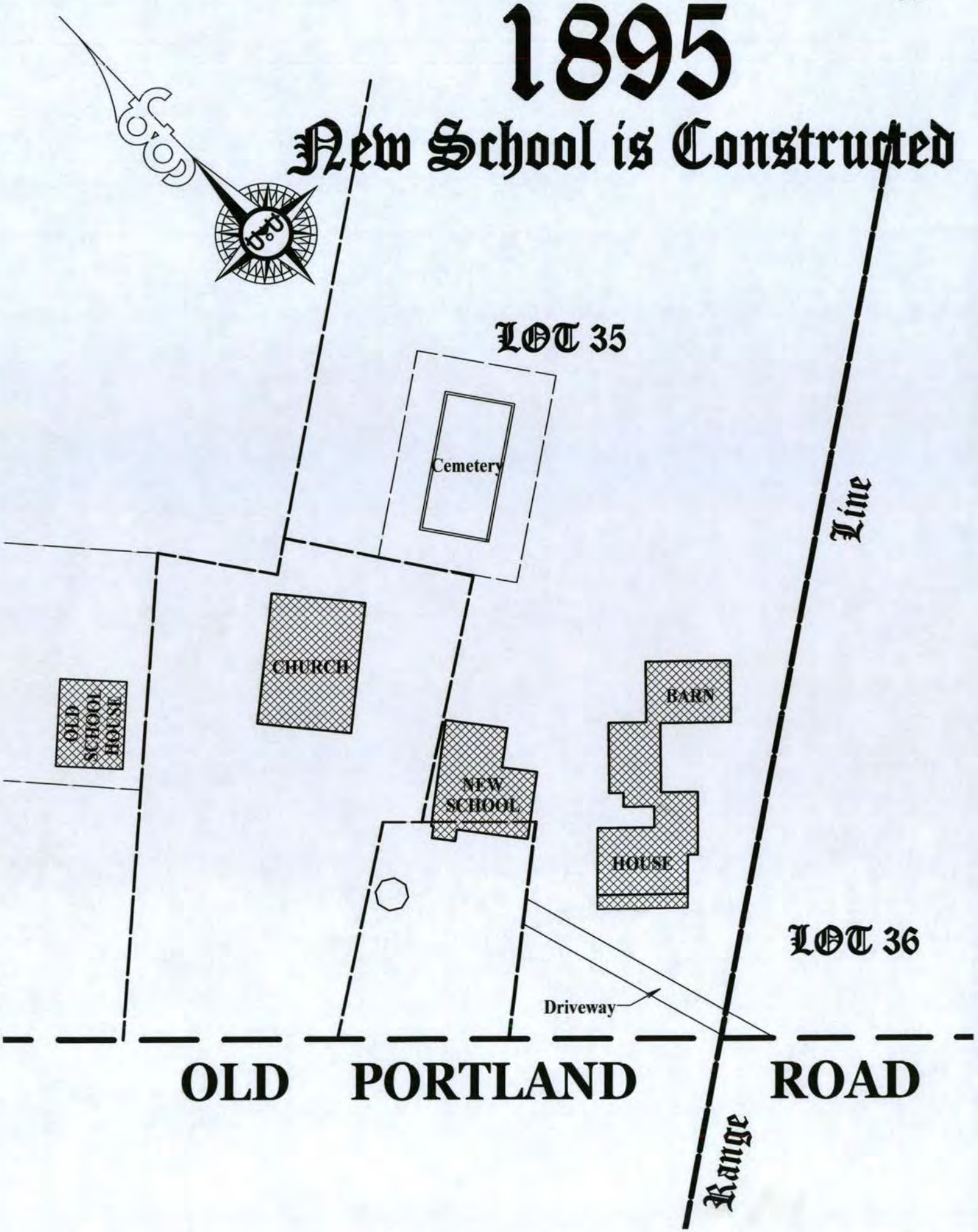

LOT 35
Cemetery
ROLLER SHED
1978
Martindale conveys to
Freedom School District
Line
CHURCH
SCHOOL HOUSE
BARN
NEW SCHOOL

Today


LOT 35

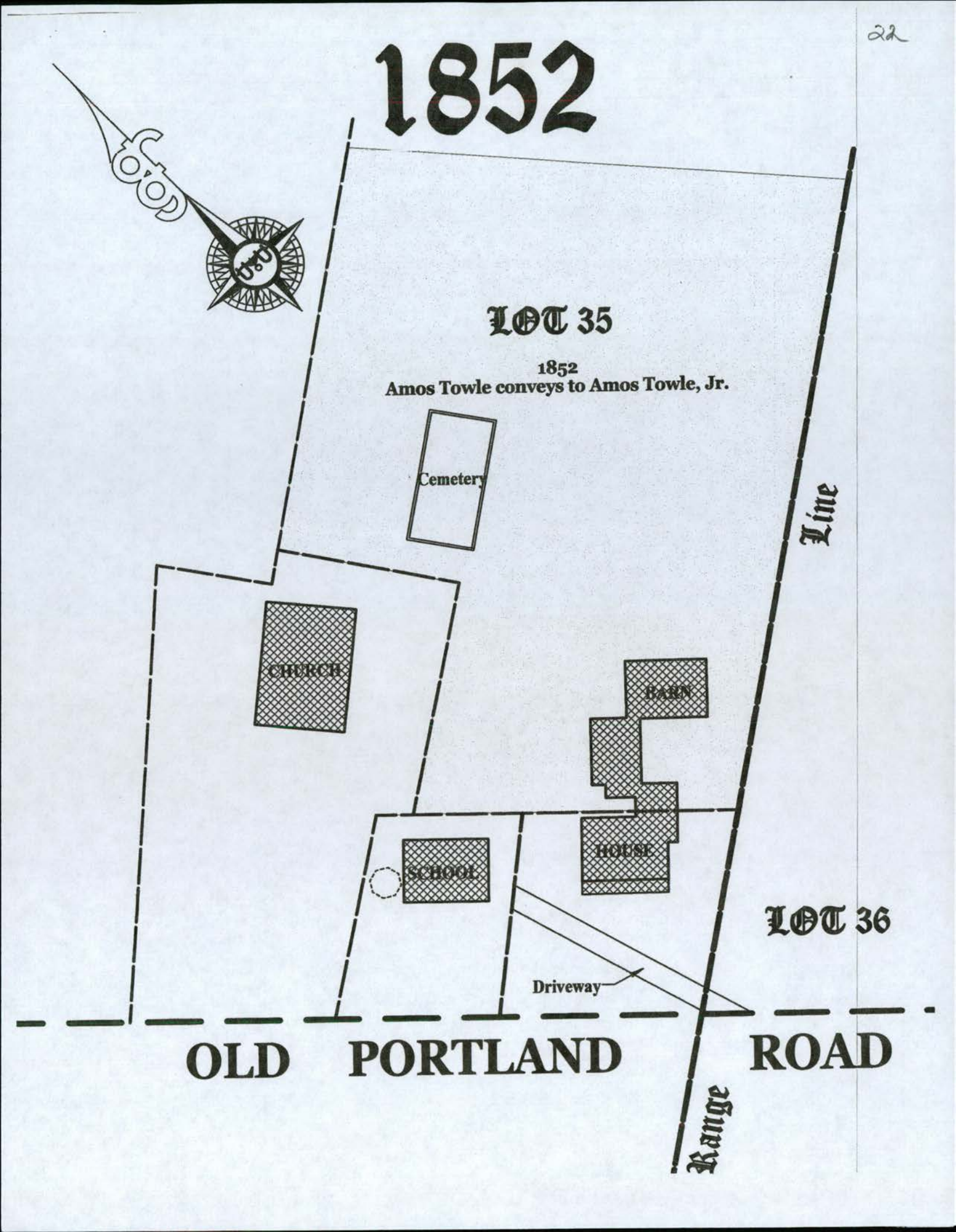
1895

New School is Constructed



1853

LOT 35
1853
Amos Towle, Jr. convey to Rancellear Towle
Cemetery
Line
CHURCH
BARN
HOUSE
SCHOOL
LOT 36
OLD PORTLAND ROAD
Range


1852
LOT 35
1852
Amos Towle conveys to Amos Towle, Jr.
Cemetery
CHURCH
BARN
HOUSE
SCHOOL
Line
LOT 36
Driveway
OLD PORTLAND ROAD
Range

October 1851

LOT 35

Cemetery

Line

CHURCH

BARN

HOUSE

SCHOOL

LOT 36

Driveway

OLD PORTLAND ROAD

Range

September 1851
Uriah Towle, Committee for and behalf of the First District of Schooling for Freedom conveys to Amos Towle, Jr.

September 1851

LOT 35

Cemetery

Line

CHURCH

BARN

HOUSE

SCHOOL

September 1851
Thomas Andrews conveys to Uriah Towle,
Committee for and behalf of the First
District of Schooling for Freedom
First decsription of the school-house lot

LOT 36

OLD PORTLAND ROAD

Range

1828 - 1832

LOT 35

Line

1 Acre

1828
Amos Towle conveys to John Dearborn
Description overlaps the school-house lot
"...not to interfere with School Lot."

1832
Asa Watson conveys to Amos Towle, Jr.
Description overlaps the school-house lot
"...not to interfere with School Lot."

CHURCH

1830
Amos Towle, Jr. begins conveying 58 parts and pews only to those living on the north side of the Ossipee River

SCHOOL

The School House Lot is Owned by Thomas Andrews not Amos Towle

LOT 36

OLD PORTLAND ROAD

Range

1821 & 1826

LOT 35

Line

31 Acres

1821
Thomas Andrews conveys to Joseph Burbank
description goes around the school-house lot
This is the first mention of the school

1826
Joseph Burbank conveys to Amos Towle
description goes around the school-house lot

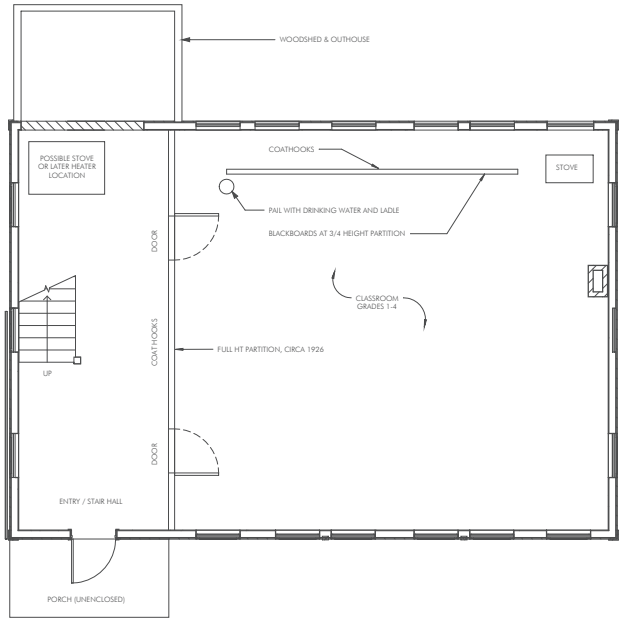
SCHOOL

LOT 36

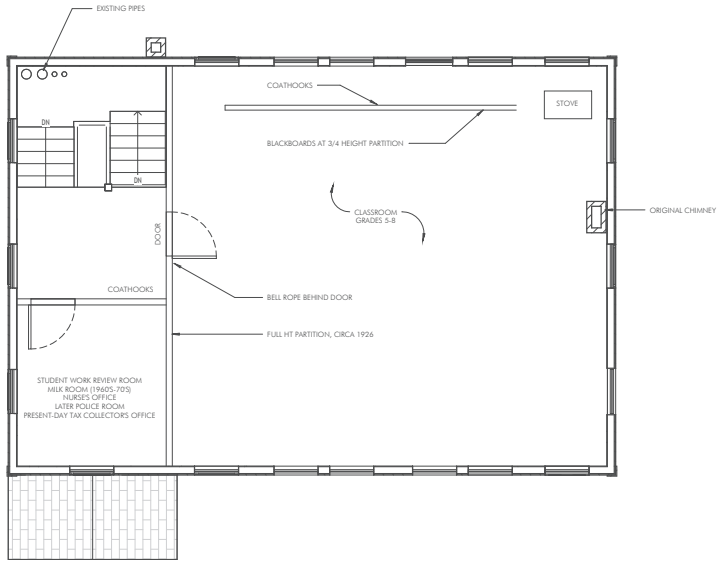
OLD PORTLAND ROAD

Range

APPENDIX E – Previous Reports



1 1ST FL TOWN OFFICE - 1895
1/4" = 1'-0"



2 2ND FL TOWN OFFICE - 1895
1/4" = 1'-0"

NOTES:

1: 1895 PLANS OF THE FREEDOM SCHOOLHOUSE BUILDING ARE CONJECTURAL BASED ON STUDENT ACCOUNTS, INCLUDING THE 1974-75 ORAL HISTORY OF BLANCHE WATSON, AND A SKETCH PROVIDED BY VELMA HORNELL, A LIFE-LONG RESIDENT AND SCHOOL ATTENDEE.

2. EARLY MASONIC HALL PLANS ARE NOT INCLUDED BECAUSE THE PRESENT-DAY PLAN LAYOUT DIFFERS LITTLE FROM THE 1926 LAYOUT, WHICH IS THE BUILDING'S PERIOD OF SIGNIFICANCE PER NHDHR.

NORTH COUNTRY ARCHITECT

NOTES:
-PRINT FULL-SCALE AT 24"X36'
-PRINT HALF-SCALE AT 11"X17"

ENSURE PRINT SETTINGS ARE SET TO PRINT 'ACTUAL SIZE' OR 'CUSTOM SCALE 100%' AND NOT 'FIT' OR 'FIT TO PAGE'. OUTER PERIMETER PAGE MARGINS SHOULD BE LESS THAN 1/2".

ALL DIMENSIONS TO BE VERIFIED IN FIELD.

DRAFT
50%

PROJECT N

TRUE N

UNLESS OTHERWISE NOTED

No.	Description	Date

FREEDOM

SCHOOLHOUSE HILL

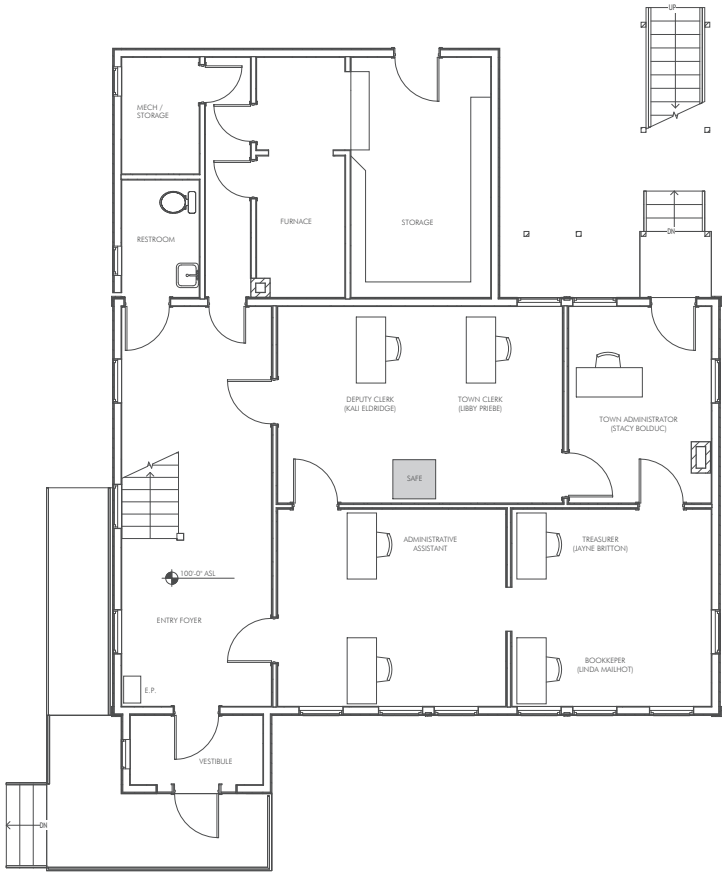
PLANNING STUDY

EARLY SCHOOLHOUSE

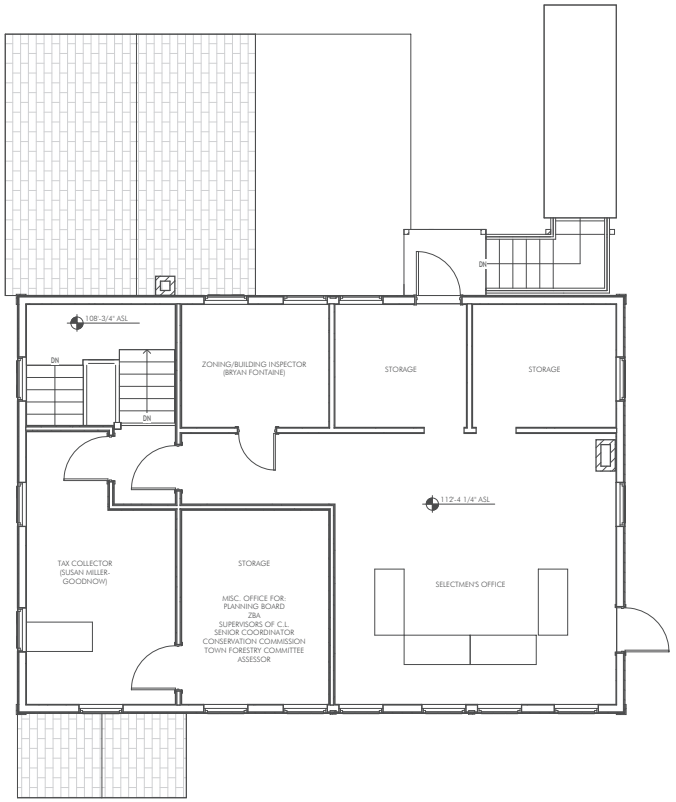
Project Phase	
Date	12/15/2025
Drawn by	.
Checked by	.

HP0.1

Scale 1/4" = 1'-0"



1 1ST FL TOWN OFFICE - EXISTING
1/4" = 1'-0"



2 2ND FL TOWN OFFICE - EXISTING
1/4" = 1'-0"

NORTH COUNTRY ARCHITECT

NOTES:
-PRINT FULL-SCALE AT 24"X36'
-PRINT HALF-SCALE AT 11"X17"

ENSURE PRINT SETTINGS ARE SET TO PRINT 'ACTUAL SIZE' OR 'CUSTOM SCALE 100%' AND NOT 'FIT' OR 'FIT TO PAGE'. OUTER PERIMETER PAGE MARGINS SHOULD BE LESS THAN 1/2".

ALL DIMENSIONS TO BE VERIFIED IN FIELD.

DRAFT
50%

PROJECT N
TRUE N

UNLESS OTHERWISE NOTED

No.	Description	Date

FREEDOM

SCHOOLHOUSE HILL

PLANNING STUDY

TOWN OFFICE
EXISTING PLANS

Project Phase	
Date	12/15/2025
Drawn by	.
Checked by	.

EC1.1

Scale 1/4" = 1'-0"

4 West Architectural Building Elevation
3/16" = 1'-0"

3 South Architectural Building Elevation
3/16" = 1'-0"

1 East Architectural Building Elevation
3/16" = 1'-0"

2 North Architectural Building Elevation
3/16" = 1'-0"

NORTH COUNTRY ARCHITECT

NOTES:
-PRINT FULL-SCALE AT 24"X36'
-PRINT HALF-SCALE AT 11"X17"

ENSURE PRINT SETTINGS ARE SET TO PRINT 'ACTUAL SIZE' OR 'CUSTOM SCALE 100%' AND NOT 'FIT' OR 'FIT TO PAGE'. OUTER PERIMETER PAGE MARGINS SHOULD BE LESS THAN 1/2".

ALL DIMENSIONS TO BE VERIFIED IN FIELD.

DRAFT
50%

PROJECT N

TRUE N

UNLESS OTHERWISE NOTED

No.	Description	Date

FREEDOM

SCHOOLHOUSE HILL

PLANNING STUDY

T.O. ELEVATIONS

Project Phase	
Date	12/15/2025
Drawn by	.
Checked by	.

EC2.1

Scale 3/16' = 1'-0"

Town of Freedom

Town Office Feasibility Study

Masonic Temple & Town Office

29 & 33 Old Portland Road

Freedom, New Hampshire

Prepared by

BERGERON
TECHNICAL SERVICES LLC

BERGERON
TECHNICAL SERVICES LLC
P.O. Box 241
North Conway, New Hampshire 03860

23 August 2022

Freedom Town Office Advisory Committee
P.O. Box 227
Freedom, NH 03836

Town of Freedom Town Office Feasibility Study

Scoping and Background

The following report, information and the referenced supplemental reports, plans and attachments are included as part of the requested Feasibility Report of the Town of Freedom Town Office Building and Masonic Temple. The purpose and intent of this project was to provide information on the existing buildings and options for the renovation and re-use of one or both buildings. In considering options we looked towards optimizing the use of space, accessibility for all patrons and an overall more efficient, modern Town Office.

To that end and with direction from the Freedom Town Office Advisory Committee, Bergeron Technical Services has performed building inspections, photo documentation, and measurements of the two subject buildings. With the information that was collected on site we were able to develop this report, building and fire code analyses, existing conditions floor plans and elevations, and three schematic design options. This information can be used to inform of the feasibility for the renovation and continued use of the Town Office building and the potential future use of the Masonic Temple as an annex for the Town Offices.

For a reference to the specific directives issued to Bergeron Technical Services for this study a copy of the Freedom Advisory Committee's letter to Bergeron Technical Services outlining the description of work for the Town Office Feasibility Study, dated February 2, 2021, is included with this report.

Existing Buildings - Condition and Code Compliance

Town Office Building

Structural

Foundation

The foundation of the original schoolhouse section of the Town Office building consists of granite slabs around the building's perimeter. The slabs were placed standing on edge, with the long axis horizontal and parallel to the wall that is being supported. The foundation is only one slab in depth, with the slabs placed atop random supportive materials. At the interior of the foundation there is an array of stacked granite and stone piers which support the main beams of the first-floor system. A shallow crawl area under the main floor of the building can be accessed from within the existing furnace pit located in the rear addition of the building. The foundation of the building's rear addition is of cast-in-place concrete frost walls with slab-on-grade cast-in-place concrete floors.

The condition of the foundation is fair. The stacked granite slabs around the perimeter have many areas where large gaps have developed between the slabs where mortar has deteriorated, and seasonal movement has allowed the stacked granite and stone piers to move. This movement is normal on shallow

foundations, heaving in some areas and settling in others. In some cases, settling is such that the foundation is no longer properly supporting the floor beams. The exposed earth floor in the crawl space appears to remain dry, as no signs of regular excessive moisture was noted on the ground or in the exposed wood members of the first-floor framing. The crawl space is quite shallow in some locations with some areas having only one to two inches of airspace between the exposed ground and floor framing, while other areas have close to two feet of height between the soil and the wood framing above.

Frame

Areas where the building framing were visible provided insight into how the Town Office building was originally constructed. These areas include the crawl space and the attic. The crawl space provided a view of the first-floor framing. The first floor has three main 8x10 wood beams running the short dimension of the building (north to south), with 2x10 wood floor joists running the long dimension of the building (east to west). The floor joists are spaced approximately 18 inches on-center and half - mortised into the 8 x 10 structural beams. Our time in the attic provided a view of the wall framing above the second-floor ceiling. Exterior walls are framed of 2x4 wood studs at approximately 2 feet center to center spacing.

The original floor-ceiling assembly that is enclosed above the existing acoustic tile drop ceiling of the first floor was found to have the original finish ceiling materials still in place, preventing observation of the encapsulated floor/ceiling framing. At the rear addition, there are finish materials on the walls and ceiling/roof framing, prohibiting viewing or inspection of the framing materials in these areas.

Roof

The roof framing and configuration of the original schoolhouse portion of the Town Office building was inspected from the attic space, which is accessed from a hatch in the second-floor ceiling above the stair landing. The roof framing is of full sawn 2x6 rafters spaced approximately two feet on-center. The roof sheathing applied to the rafters is of ¾ inch native lumber boards, possibly hemlock, of varying widths, between four inches to 8 inches. It appears that more recently the wood boards have been overlaid with (modern) OSB sheathing, likely as an improved base for the installation of the existing roof shingles.

Most of the original structure's roof rafters have 2x6 collar ties, located approximately five feet, ten inches below the roof ridge. Collar ties prevent the gable roof configuration from splaying outward, with the ties on this building being suspended with a 1x6 board from the center of the ridge. Additionally, there are two vertical tension members (also wood boards) connecting the collar ties and rafters to the ceiling joists below. These tension members are common in older buildings, extending down to the upper level ceiling joists, somewhat hanging the upper floor's ceiling from the roof. There are approximately six roof rafters, located at the west gable end of the building that do not have the suspension boards between the collar ties and ceiling joists, this area being above the existing lobby, stairs and tax collector office below. The roof appears in generally good condition, through signs of charring from a previous fire were noted. Many original rafters had been cut and replaced with newer rafters and areas of the roof sheathing have been replaced.

Finishes

Exterior

The building is currently sided with vinyl clapboard siding, which has been applied over existing painted wood clapboards. The front gable dormer, facing the road is sided with painted wood shingles. The exterior trim throughout the structures is painted wood. All roofs, including the vestibule and rear addition roofs are finished with asphalt shingles.

Interior

The interior finishes throughout the building are a mix of older, possibly original finishes, such as the painted wood beadboard wall finish throughout the second story, and contemporary finishes such as the gypsum wall board finish throughout most of the first story. Flooring is generally finished with commercial grade, low nap carpeting. The interior stairs are finished with rubber treads. The ceiling finishes vary throughout, the first-floor ceilings are finished with acoustic tile drop ceiling throughout the areas of the original schoolhouse structure., The rear addition and second floor ceilings have gypsum finishes. A small section of the ceiling within the Tax Collector's office on the second floor is finished with interlocking ceiling tiles, sometimes referred to as Celotex tiles. Finishes range if condition from good to poor.

Windows and Doors

With the exception of the windows installed within the main entry vestibule addition on the roadside of the building, the windows throughout the building are single pane, true divided lite, wood framed windows. Due to age, condition, and lack of energy conservation the windows throughout the building should be replaced with modern energy efficient windows. The building's exterior doors on the first floor are more modern insulted exterior doors, while the exterior door leading to the fire escape on the second floor is an uninsulated solid-core wood door. The doors throughout the building's interior vary in age, style, and condition.

Hazardous Materials

The building was surveyed and tested for hazardous materials by Desmarais Environmental of Barrington, NH. Materials tested for were lead paint, asbestos, and polychlorinated biphenyls (PCBs). All samples tested for asbestos and PCBs were reported as no content or below reportable limits. Lead was detected and reported to be contained in the windows, exterior siding, trim and the horizontal wainscotting on the second floor of the building. Any work that affects these areas and materials will need to be done in a lead-safe manner and any materials disposed of will need to be disposed of as hazardous lead-containing materials in accordance with local and federal laws. For more information on the survey, reports and these hazardous materials, please see the "Asbestos Pb & PCB Survey Report for 33 Old Portland Road, Freedom, NH", dated October 2021 by Desmarais Environmental and included as an attachment to this report.

Building Systems

Mechanical

The building's heat is provided by an oil-fired furnace located within the rear addition on the north side of the building. The furnace is a Thermo-Pride brand and has an input rating of 185,000 Btu. The furnace is supplied oil from an underground oil tank located outside the building to the north of the rear addition.

The furnace heats the building by forced hot air which is distributed throughout the building via metallic and flexible ducts, some of which is exposed and some of which is concealed in areas such as the crawl space and above the drop ceilings. The building is not equipped with central air conditioning and is cooled in the warmer months with in-window A/C units. The building is not provided with mechanical ventilation.

Hot water is provided to the restroom lavatory by a somewhat new Bradford White brand 40-gallon electric water heater which is located in the storage room adjacent to the restroom.

Electrical

The following deficiencies with the building's electrical system were noted:

- The Town Office building electrical system begins with an overhead electrical service to an exterior meter located at the southwest corner of the building, near the main entrance. From the meter, service conductors run to the 100-amp, 20 breaker-space main distribution electrical panel, located within a cabinet at the southwest corner of the lobby, just inside the main entrance to the building. The capacity of the electrical service is likely too small for the existing building both from the perspective of available breaker space and available system ampacity. All available breaker spaces are currently in use.
- There is an insufficient number of outlet/receptacles throughout the building so to allow for powering all equipment and appliances power strips, extension cords and multi adapters have been implemented.
- Branch circuits throughout the building are generally run as nonmetallic (Romex) type cable. In many areas the installations have not been done in compliance with the NEC as the cables are not properly supported and fastened to the structure. Areas where unsupported or poorly supported cabling was noted include above drop ceilings, within the crawl space and in the attic.
- Improperly terminated cables, improperly terminated light fixtures, uncovered and unsupported electric junction boxes were also noted throughout the building during our inspection.

Plumbing

The building is provided domestic water from the Freedom Village water system with the service and water meter located adjacent to the restroom in the main lobby on the first floor of the building. There is currently one restroom in the building, located off the main lobby at the southwest corner of the rear addition. Also noted during the inspection was an abandoned lavatory (sink) in the storage space on the second story.

The Town Office building is served by an onsite subsurface sewage disposal system (septic system). The septic system was inspected by Seth Turner, a State of NH License Septic Evaluator. No major concerns or deficiencies were noted in the report, however, it is important to note that the day before the inspection the septic tank had been pumped, which limits the evaluator's ability to determine the condition of the system as a whole, as they cannot view how well the system is percolating, or how efficiently the system leaches. The inspection also noted that there are trees and shrubs growing on and near the leach field. This vegetation should be removed and a root killing agent applied as the roots can enter and clog the leach field piping, prohibiting the leach field from properly receiving and treating effluent and causing the system to back up and fail. A copy of the Turner septic report is included as part of this report.

Energy Conservation and Efficiency

During our interviews with staff members that regularly work in the building, an inability to reliably regulate temperatures within the building was a common comment. Given the age of the structure and the presence of older, possibly original wall finishes in many areas of the building, the likelihood of significant or properly performing insulation having been installed in these areas is low. Insulation was observed in a few areas that do not have interior finishes. Areas where insulation was noted include spray foam insulation, approximately 6 inches in thickness within the joist bays of the first floor, exposed to the crawlspace. Blown-in cellulose insulation was observed in the ceiling joist bays above the second story ceiling, exposed to the attic area. Insulation within the exterior walls was not noted or viewable, nor was insulation noted or viewable within any walls or rafter bays within the rear addition. The windows throughout the building are quite old and were not constructed with energy conservation in mind. The windows are wood framed, true divided lite, single pane windows, and are quite large and account for a large portion of the exterior wall areas, specifically on the south eave wall. These windows provide poor insulation value with limited ability to keep the heat within the building in the colder months and contribute to heating the building in the warmer months through solar heat gain. Exterior storm windows have been added in what is assumed to be an attempt to provide some thermal value to the windows.

Fire and Life Safety

Means of Egress

The existing Town Office building has three exits on the first-floor level and one exit, and one exit access on the second story. The main entrance/exit is the only legitimate exit from the building. The exit door from the office administrator's office on the first floor is located within a room that is subject to locking and the door is not immediately useable. The stairs leading to grade at the exterior of this door are also rotted and have no exterior landing or legitimate handrails. The third exit door at the first-floor level is from the storage room at the north side of the rear addition. This exit door is not a legitimate exit from any other room or location within the building as means of egress are not permitted to pass through mechanical or storage rooms.

The exit from the second story is located on the easterly gable wall within the Selectmen's office, a wood door leading to an exterior steel fire escape stair. When we first went to open this door it was quite difficult to open from the interior and given the age and condition of the fire escape, we do not have confidence that the fire escape would be structurally sound enough to safely accommodate multiple people exiting the building at once. Additionally, exterior exit stairs are required to be (fire) protected from the interior of the building, and there are multiple unprotected window openings immediately adjacent to the fire escape stair. Should a window in the area of the fire escape become compromised, the fire escape stair would likely become unusable. The exit access from the second floor is by traveling down the existing interior stair, through the lobby and out the main entrance/exit of the building. This is recognized by the building and fire codes as an exit access and not an exit as the stairs are not fully enclosed and separated from the remainder of the building at both building levels and travel through the first story is required prior to reaching the exit itself. It was also noted that there is a metal duct serving the building's heating system installed within the stair's traveled way, along the interior wall. This duct has been wrapped in duct insulation, perhaps to prevent occupants from direct contact with the metal of the duct, however the duct projects into the required stair egress width, which is not permitted by the Life Safety Code.

Protection

The building is equipped throughout with a fire detection and alarm system. The fire alarm system is a relatively new addition to the building as it has been installed since our previous work on this building in 2010. Fire extinguishers are also installed in the building.

The building is not protected by an automatic fire suppression sprinkler system and is not required to be in accordance with NFPA 101 Life Safety Code.

Accessibility

The existing Town Office has limited accessibility for those with disabilities. The upper level of the building is not located on an accessible route as it can only be accessed by the existing set of interior stairs, and so citizens needing to access services from the departments located on the second story need to be assisted on the first floor of the building. The lower level of the building has an accessible entrance with reasonably accessible features. Beginning on the exterior the building entrance is served by a ramp and a level landing at the exterior of the entrance door. The entrance vestibule does not full comply with the requirements for a fully accessible vestibule. Landings outside lockable doors are required to provide a clear turning space (a circular floor space having a diameter of 60 inches, or five feet), which the existing vestibule does, however in addition to the turning space requirement, two doors in a series are required to provide a minimum of 48 inches of space between the swing of such doors. The existing vestibule configuration provides a space between the swing of the doors of just over two feet.

With the exception of the main entrance doors and the restroom door, the doors throughout the first story are equipped with knob-style door hardware. Doors that are on an accessible route within a building are required to be equipped with hardware that is “close-fist operable”. Please note that employee only areas are required to be provided with accessible features as well as areas that are open and useable by the public. Examples of close-fist operable hardware include lever hardware, pull loop hardware, and push paddle hardware.

The restroom located on the first floor meets most accessibility requirements, though it is missing the required 18” vertical grab bar on the sidewall of the water closet (toilet).

Security

The Town Office building does not currently have an active security system of any type. Additionally, beyond the use of doors to provide barriers and privacy between public and staff spaces there are no additional passive safety measures in place. In the event of a person or persons entering the building with the intent to remove or damage Town property or records or attempt to harm a Town employee, there are few deterrents currently in place.

Freedom Masonic Lodge

The Freedom Masonic Lodge is located across the parking area, to the northwest of the Town Office Building. The Masonic Lodge is reported to have been originally constructed as a single-story church, with a choir loft located at the south or roadside end of the building. The second story of this building, which was developed by making substantial modifications to the original single-story church, is currently occupied by the Carroll Lodge #57 Chapter of the Freemasons. The Town of Freedom has recently purchased this building, with the Freemason organization maintaining a lease to occupy the second story of the building and allowing the Town of Freedom the use of the first-floor area of the structure.

The foundation of the Masonic Temple building consists of shallow split granite around the building's perimeter, with 8x8 wood posts and dry-stacked stone supporting the building's floor system at various locations throughout the building's interior.

The first-floor system was inspected from within the crawl space under the building, accessed from an opening through the foundation wall of the north gable end. The first-floor system is constructed of wood members. There are three square milled beams that run the short axis of the building, east to west, spaced at equal intervals. Three-quarter (log) timber joists spaced approximately 3-feet on center span between the beams with the ends of the log joists bearing into mortises that were notched into the tops of the beams. There are multiple locations where original floor system members have been replaced or bolstered using various materials, mostly square milled timbers as either posts or intermediate beams. The floor is sheathed with 1" wood boards of various widths. The condition of the floor system appears sound, with adequate space between the soil and the underside of the wood members. Signs of powder post beetle presence was noted both in the wood members with frass located on the crawl space floor.

Above the first floor the main structure is comprised of heavy-timber bents, six bents in total, spaced along the long axis of the building, including one at each gable end. The interior bents, with the exception of the southernmost, had originally been constructed with a collar tie located approximately 3 feet up the bent's rafters from the eave wall top beam. Evidence of the collar ties, which have been removed, can be seen from within the areas behind the knee walls of the masonic temple. The collar ties were apparently removed to provide sufficient head room for the second story, which was added at some point in the building's history and was not original to the construction on the Masonic Building. Above the ceiling of the second story, in the small attic area, additional alterations to the original bent construction were observed in the removal of the lower sections of the original kingposts which ran as tension members from the roof ridge to support the clear-span collar ties. The sections of the kingposts above the second story ceiling remain, having been cut at the ceiling line. Each post is currently sandwiched between and fastened to two 2x6 ceiling joists on the north and south sides of the posts.

As described earlier, the building was originally designed as a single-story structure with a loft or mezzanine over the entry hall. The second story, where the Masonic Temple room is located, was developed as a later addition or renovation to the building. To create the second story, beams were added at the new upper floor level, running at each of the existing bent locations across the short axis of the building. The underside of these beams can be seen in the community hall on the first story. These beams were installed to support 2 x10 floor/ceiling joists, installed on an approximate 21 inches center to center spacing, running north-south or parallel to the eaves, bearing atop (or over) the beams. Additionally, 1-1/4" steel tension rods were installed at each of the beams, likely in an attempt to offset the splaying of the eave walls/rafters, which had been the purpose of the original collar ties that were removed to

facilitate the installation of the upper, Masonic Lodge level floor. Included as an attachment to this report is a sketch showing the general existing condition of the Masonic Building's structural members.

In addition to the information in this report, please refer to the letter from Bergeron Technical Services addressed to the Freedom Town Office Advisory Committee referencing the Masonic Temple, dated May 12, 2022.

An additional and important item to note regarding the Masonic Temple is the location of the Masonic Temple on the second story of the building. The total area of the main Temple room is 1,253 sq. ft., with a net floor area of the space (actual area where people can occupy) of approximately 1,000 sq. ft. With a code determined occupant load factor of one occupant per 15 square feet the calculated occupant load of the Masonic Temple space is 66 occupants. As the Masonic Lodge is identified by the codes as a space used for gathering of people for civic, social or religious functions and has a calculated occupant load of fifty or more occupants, the Masonic Lodge (upper floor) meets the definition of an assembly use or occupancy (A-2 Occupancy per the International Building Code, and Existing Assembly Occupancy per NFPA 101 Life Safety Code). Both the State Building Code and State Fire Code provide restrictions on which story or level of buildings where assembly occupancies are can be located based on the construction type of the building and whether the building is protected throughout with an automatic fire suppression sprinkler system. As the Masonic Temple is constructed of combustible materials (wood) and the main components of the structure are not protected within fire-resistance rated construction, the construction type of the building is Type V(B) according to the International Building Code and Type V(000) according to NFPA 101 Life Safety Code. Both Codes prohibit non-sprinkler protected assembly occupancies on the second story of buildings of this construction type. As it currently exists and the manner in which this space is used, the second story of the Masonic Temple building is required by both the State of NH Building Code and Fire Code to be protected with an automatic fire suppression sprinkler system, along with the means of egress from the second story. A conversation with the representatives of the Masonic Temple, the Freedom Fire Chief and Building Code Officer may identify a solution to continue the use of the second story as it has historically been used without the need to sprinkler protect the building. One code approved option would be to limit the number of occupants of the Masonic Lodge floor to 49, thus becoming a Group B or Business occupancy, which therefore could remove the requirement for sprinkler protection.

Like the Town Office, this building was also surveyed and tested for hazardous materials by Desmarais Environmental of Barrington, NH. Materials tested for were lead paint, asbestos, and polychlorinated biphenyls (PCBs). All samples tested for PCBs were reported as no content or below reportable limits. The floor tiles located inside the main entry vestibule on the first floor contain asbestos fibers (the tiles contain asbestos, however the adhesive or mastic used to adhere the tiles to the subfloor did not test positive for asbestos). Lead was detected and reported to be contained in the windows, exterior siding, trim, and some interior walls of the building. Any work that affects these areas and materials will need to be done in a lead-safe manner and any materials disposed of will need to be disposed of as hazardous lead-containing materials in accordance with local and federal laws. For more information on the survey, reports and these hazardous materials, please see the "Asbestos Pb & PCB Survey Report for 29 Old Portland Road, Freedom, NH", dated October 2021 by Desmarais Environmental and included as an attachment to this report.

After Bergeron Technical Services inspected the building and noted the roof related structural deficiencies our recommendation is that the Town of Freedom postpone any plans that would renovate the first floor of this building into a use that would include regular occupancy by staff or the public until such time as the structural deficiencies are addressed and corrected. For this reason, the scope of utilizing the first floor of the Masonic building for Town Office uses has been reduced to considering this space in one schematic design for long-term storage only.

Feasibility Study Scoping and Background Information

- Freedom Town Office Advisory Committee Goals and Directives (see attached letter from the Town Office Advisory Committee Chair, dated February 2, 2021).
  - Preserve the first and Second Floor Lobbies
  - Preserve the staircase (existing interior)
  - Maintain the look of the exterior of the building
  - Find alternatives for using the second floor of the Town Office building for more than storage
- Freedom Town Office Advisory Committee Schematic Design Options (as determined at the May 4, 2022, meeting of the Town Office Advisory Committee)
  - Schematic Design Option 1: Maintain all existing offices, storage and uses within the Existing Town Office building, enhancing the safety, useability, and accessibility of the building without expanding the footprint or creating any new foundation systems.
  - Schematic Design Option 2: Maintain all existing offices and uses within the Existing Town Office Building and provide a single location for long-term storage of Town Office documents within the first-floor space of the Freedom Masonic Building.
  - Schematic Design Option 3: Maintain all existing offices, storage and uses within the Town Office Building, while providing the building with a new foundation having a full basement level and replacing the existing rear addition with a newly constructed two-story structure in the same footprint.
- Freedom Town Office Staff Input (see attached document outlining staff interview responses, prepared by Bergeron Technical Services, and dated 11 February 2022)
  - Staff Needs
    - More Space
    - Service Windows/Counters
    - Storage – Expanded, centralized storage and better environmental and security control for files and stored information
  - Staff Wants
    - Single Story Office Area
    - Pest Control
    - Separation of Staff and Public Areas (including separate staff restroom)
    - Staff Break Room
  - Staff Safety Concerns
    - Lack of legitimate emergency exits from both floor levels, specifically the exit through rear of Office Administrators office and the exterior fire escape from the second story
    - Public is easily able to access staff areas making staff and information vulnerable
    - Staff are unable to monitor the Town Office parking area to observe visitors accessing the building

    - The upper floor where multiple staff offices are located is not accessible to disabled individuals unable to navigate stairs.
- Staff Interior Environment Notes
    - The existing building has poor indoor air quality
    - The interior environment is not controllable (temperature, humidity, draftiness, light)
- Other Staff Comments/Concerns with existing Town Office
    - Staff offices do not have sufficient sound attenuation and sensitive conversations between staff or staff and the public can be easily heard in other offices/areas
    - The departments on separate floors do not have easy access to each other, specifically Town Administrative Assistant.
    - Access to the site (specifically the steep driveway) is a concern among many staff members

General Design Notes

It is important to state clearly that the schematic plans presented as part of this study are just that, schematic, meaning they are programmatic and simplified, and do not provide specific details of construction for any of the presented designs. Further, these designs are meant to provide the Town of Freedom with a base from which to plan actual design development plans, should the Town choose to continue the use of the existing building or buildings as Town offices and renovate, rehabilitate or alter them for such purposes. These plans are presented such that they can easily be revised and altered during design development. It is also important to note that while certain rooms or areas are shown as being designated for a specific staff member or department, these notations are symbolic and suggestive to illustrate that space is provided for the required number of staff and departments within the proposed designs, though they are based on input from town staff and current use layouts of the Town Office building.

Throughout each of the three schematic designs presented there are common design features. These features are presented in all three schematic designs due to various reasons such as design requirements, building code and/or fire code compliance, Town Office Advisory Committee directive, and/or structural or site constraints. Common design features include:

- Exit and exit access. As directed by the Town Advisory Committee the existing interior stairway has been left intact in each design. In accordance with Section 1203.6 of the International Existing Building Code and Section 43.10.4.7 of NFPA 101 Life Safety Code existing stairways in historic buildings are permitted to be unenclosed, but any doors shall be tight-fitting to prevent the spread of smoke. These code sections permit the existing stair to remain as is and intact without requiring the building to be sprinkler protected, provided doors and openings around the unenclosed stair are designed to prohibit smoke movement.
- The new interior exit stair exists in the same location and configuration in each of the three design options due to many factors including locations of main carrying beams in floors, remoteness from existing stair, and location of existing exit door. A new, improved exterior exit stair or fire escape stair has not been proposed, solely due to the proximity of the Town Office Building to the property line.
- Public spaces on the west end of the building. The areas of the building open to the public remain on the west end of the building as currently configured as this is the side of the building adjacent

to the parking area and already provides convenient circulation to the public between the first story and second story by way of the existing interior stair.

- Replacement Windows. The three schematic designs leave intact most window locations on the south, east and west building elevations. It is the intent for all three of these designs, with the exception of the existing windows located in the main entry vestibule addition, for all existing windows to be replaced with modern, insulted, multipaned, energy efficient windows.

Building Improvements throughout Schematic Designs

The following improvements to the Town Office Building are intended to be applied to each of the schematic designs presented, though due to the schematic nature of the plans these are not specifically depicted or noted.

- Structural
  - In Schematics 1 & 2 Improvement or replacement of the stacked granite foundation and wood/stone piers.
  - In schematic 3 total replacement of the foundation to install a full-height basement in the entire building footprint. This would require lifting the building, excavating, possibly require blasting if ledge if present, and installing a new full-height, reinforced, cast-in-place concrete foundation.
  - Improvements to the first and second floor system main carrying members to level floors, adding members or providing more substantial vertical structural loading down to grade.
- Finishes
  - Repair of vinyl siding where missing or damaged
  - Removal of finishes on the interior including wall, ceiling, and finish flooring.
  - Retain trim, and interior stair finishes.
  - Lead positive finishes to be remediated using lead-safe practices
  - Provide storage areas with fire-rated construction and finishes to better protect Town files and documents.
  - The asbestos containing tiles at the Masonic Temple can be abated and replaced, encapsulated, or maintained to reduce the risk of asbestos fibers becoming airborne (regular waxing of the floor).
- Building Systems
  - Completely replace the electrical system including upgrading and enlarging service equipment in the Town Office Building.
  - Install new, code compliant electrical system throughout the building including efficient LED lighting and increase the number of electrical receptacles throughout the building.
  - Replace existing water service equipment entering the building, locate to a more secure location.
  - Maintenance to the existing septic system, including removal of trees and shrubs on or within 10 feet of the leach field, and application of root-kill agent.
  - Remove the existing oil-fired hot air furnace and install a new efficient HVAC system capable of providing, heating, cooling, ventilation, and humidity control. (This would apply to both buildings in schematic design 2).

  - Remove the existing 40-gallon water heater and replace with point-of-use, tankless water heater(s) that heat water on demand. These units do not store hot water; therefore they are not using energy unless hot water is being called for.
- Energy Conservation and Efficiency
  - Many of the building systems improvements will provide additional benefits to the building's energy efficiency and conservation
  - Installation of new spray foam insulation in exterior walls to provide insulation and control air leakage, leading to a more energy efficient building. (Applies to the first level of the Masonic Temple in schematic design 2, including walls, floors and the second floor/ceiling assembly).
  - Installation of air barriers and insulation in the attic above the Town Office original structure and in the rafter bays of the rear addition (schematics 1 & 2)
  - Replacement of all existing single-pane windows with new energy efficient windows
- Fire and Life Safety
  - Reconfiguration of the existing fire alarm system, including upgrading devices and equipment as necessary and adding devices and equipment where necessary. Installation of a new fire alarm system to the Masonic Temple in schematic design 2.
  - Construction of fire barrier walls (1-hour fire-resistance rated) at new exit stair enclosures in the Town Office schematics.
  - Renovate and construct walls and ceiling of proposed storage area in the Masonic Temple building to provide fire separation from the remainder of the building.
- Accessibility
  - Removing changes in floor level within the Town Office building to allow to access to all public and employee areas (excepting storage/mechanical area at the northeast corner of the rear addition in schematics 1 &2) and reducing the need for space consuming ramps.
  - Installation of a platform lift or LULA (Limited Use/Limited Application) elevator in the Town Office building to provide an accessible route to the second story (and basement level in schematic 3).
  - Increasing access throughout the buildings through removal of barriers including the use of accessible door hardware (lever action, push/pull loop hardware, or panic/fire hardware), provision of accessible service windows, appropriate maneuvering clearances at doors, doorways and landings, accessible clear floor spaces at features and fixtures and clear turning spaces.
- Security
  - Expansion of the existing fire alarm system throughout the building to include security features, such as door alarms, window contacts and motion detection, and possibly video surveillance in public areas, entries, and/or the parking lot.
  - All proposed service windows to be constructed of bullet-resistant glass installed in bullet resistant wall construction.
  - Access controlled doors between public and staff areas.
  - Within the wall cavities below and 2 feet to each side of the service windows install appropriate materials to provide a secure physical barrier around the service window.

Schematic Plans Option One Narrative

The schematic plan for Option One keeps the existing staff and services in the existing Town Office building without providing additional area, either in the Masonic Building or through expansion of the Town Office building. This schematic design works to provide solutions to the major deficiencies and concerns of the existing Town Office in the most reduced scope.

Code Information: In this schematic, the re-use of the existing Town Office without adding onto the structure defines this project as a "Alteration-Level 3", within the International Existing Building Code (State of NH Building Code), and as a "Reconstruction" within NFPA 101 Life Safety Code (State of NH Fire Code). While changes to the configuration of the building are proposed, the occupancy of the building remains as a Group B occupancy within the State Building Code and an Existing Business Occupancy within the State Fire Code.

As prescribed by the Advisory Committee directive, the lobbies, existing interior stair, and exterior façade of the building remain intact with minimal changes. The uses on the second story of the building remain as is, though the layout of the floor is adjusted to provide safety upgrades and provide greater functionality to staff on this building level.

Included in this design is a legitimate interior exit stair, providing a reliable, safe, interior exit from the second story and a legitimate second exit from the first floor, accessed through a common hallway, instead of an office that may be subject to locking. This stair is remote from the existing interior lobby stair and provides an additional access between the offices located on the first story and second story. The addition of this enclosed stair alleviates a life safety concern for a legitimate exit and secondary means of egress from the second floor of the building.

In order to allow the offices to remain on the second story and the public to access them without barriers this design incorporates a floor-to-floor platform lift to provide an accessible route to the second story, allowing all members of the public to be accommodated to reach the services available on the second floor or attend a Selectmen's meeting independently. The specifications for the lift shaft were designed using a Savaria Brand Model V-1504, vertical platform lift, Type 1L 36" x 48" cab, which has the capability to be installed within the existing building and meet the floor-to-floor travel distance. This platform lift requires no machine room (self-contained within the lift shaft) and requires single-phase power. In accordance with the State of NH Building Code platform lifts are permitted to be installed as part of an accessible route in existing buildings with a vertical travel distance up to 14 feet. Platform lifts differ from elevators in that their use is specific to handicap individuals and is not meant to be general conveyance to anyone visiting a building. Platform lifts convey individuals vertically using a moveable platform, not a fully enclosed cab, like an elevator.

For security and safety of staff and information three transaction/service windows have been integrated into the design, one located at the Front Desk/Admin office on the main floor, one at the Town Clerk's Office on the main floor and one at the Tax Collector's Office on the second floor. Additionally, the number of doors connecting the public spaces on each floor from the staff spaces have been reduced to one each, to provide additional security.

On the first story, the staff offices have been separated, eliminating direct access from other offices, and adding a hallway which leads to the new exit stair enclosure and the existing exit to the rear of the

building. Constructing sound attenuated interior walls between offices will help to reduce noise travel and provide privacy to staff and the public when discussing sensitive matters. The Town Clerk's office is also reduced in overall size while having direct access to the storage area in the rear addition. Another storage area, accessed from the interior hallway is located within the staff area on the main floor. On the westerly end, or parking lot side of the rear addition, two legitimate accessible restrooms have been designed. Adjacent to the restrooms and accessed off the same hallway is the mechanical room in the location of the existing furnace is located. Another small closet is located outside this area, located under the existing stair landing.

On the second floor, the lobby at the top of the stair has been expanded to allow for accessibility for exiting and entering the lift as well as maneuvering through the space. The Tax collector's office is now accessed through a door off the Selectmen's Meeting Room, which is separated from the Lobby by a door for security purposes. Both the Zoning Officer office and Building Code Enforcement office remain on the second floor, though their spaces are slightly expanded. This plan proposes the walls between these offices be full-height walls, to provide greater security and privacy between the offices and Selectmen's meeting room. A small closet off the new exit stair was added as well.

Room by Room Area Comparison: Existing Vs. Schematic Design 1

Room:	Design: Existing	Option 1
First Story		
Front Office/Service	201	125
Town Clerk Office	249	103
Town Admin Office	123	101
Additional Office	117	93
Staff Common Area	0	0
Storage	227	289
Misc Area/Egress	377	531
Restrooms	43	102
Mechanical	57	97
Other		
Second Story		
Tax Collector Office	164	133
Building Code Officer	76	112
Zoning Officer	84	97
Selectmen	403	358
Storage	85	12
Misc Area/Egress	107	292
Restrooms	0	0
Mechanical	0	0
Other	132	0
Basement		
Storage	0	0
Mechanical	0	0
Egress	0	0
Masonic Building		
Storage	0	0
Total Utilized Area	2,445	2,445

Schematic Plans Option Two Narrative

Similar to Option One, the schematic plans for Option Two keep the existing staff and services in the existing Town Office building without providing additional space through expansion of the Town Office building, however this option provides significant space for long-term storage of documents and other items within the adjacent Freedom Masonic Temple building.

Code Information: In the Option Two schematic, the re-use of the existing Town Office without adding onto the structure, defines this project as a "Alteration-Level 3", within the International Existing Building Code (State of NH Building Code), and as a "Reconstruction" within NFPA 101 Life Safety Code (State of NH Fire Code). While changes to the configuration of the building are proposed, the occupancy of the building remains as a Group B occupancy within the State Building Code and an Existing Business Occupancy within the State Fire Code. The change of the first-floor level of the Masonic Temple from a gathering space and associated kitchen to a storage space defines the work in the Masonic Temple as a change of occupancy, but a change of occupancy that can work favorably. Changing the occupancy of the Masonic Building's lower level from a Group A-2 occupancy to a Group S-1 occupancy within the State Building Code and from an Existing Assembly Occupancy to a Storage Occupancy within the State Fire Code are steps in a more lenient code direction. The provisions for Group S-1 and Storage occupancies do not require additional, or more restrictive requirements for general life safety features, such as means of egress, fire protection systems or building construction requirements from either of the two codes.

At the Town Office Building, the existing interior stair remains, and the lobbies and exterior façade of the building are slightly altered to allow for altered entrance and circulation. The uses on the second story of the building remain as is, though the layout of the floor is adjusted to provide safety upgrades and provide greater functionality to staff on this building level.

This layout removes a significant amount of storage space from the Town Office building as a large area of the first story of the adjacent Masonic Lodge is now designated for a centralized storage space. Closets to store everyday items and supplies have been incorporated in the Town Office Design.

The same platform lift used in the schematic design Option One is used in schematic design Option Two, though it has been located in a different area of the building. Again, this lift requires no machine room and is capable of floor-to-floor travel distance required in this building and requires only single-phase power.

This design moves the building entrance from the existing location at the southwest end of the building to the south side of the building, where the existing restroom is currently located. This was done to provide a legitimate accessible entry with a minimum ramp area, affecting less of the parking lot. Additionally, this will provide Town Staff with the ability to view patrons arriving in the parking area by relocating the service area to the southwest corner of the building.

This design also works to incorporate security measures for staff, with all staff services available from service windows and limits entry points to staff areas from the first and second floor lobbies. Legitimate accessible restrooms are provided at the north end of the rear addition and the existing storage area in the addition is converted to the mechanical space. As with schematic design Option One, the offices on the first floor are each accessed off a hallway to provide privacy and separation while still being proximate to each other.

The upper story in this design remains used by the same departments and Board of Selectmen. The Zoning Officer and Building Code Enforcement office is combined to one to allow for a combined service window off the elevator landing. The Tax collector's Office remains at the top of the stairs, however the door accessing this office is now located from within the Selectmen's Meeting room and not directly off the service lobby/landing area.

The proposed changes and improvements to the Masonic building include new interior partitions on the first floor to limit access and provide greater security to sensitive information in a building that will be shared with other tenants. A new, dedicated entrance to the first story storage area has been incorporated into the design as well. Replacement of the second story secondary means of egress (currently an exterior metal fire escape at the north gable end), has been included in the schematic design to provide greater life safety to the tenants of the Town of Freedom. The design proposes the removal of the fire escape and replacement with a code compliant wood exterior exit stair. In order to provide a favorable environment for the storage of documents, additional improvements including new insulation in the walls, floor, and floor-ceiling assembly, replacement windows and a new HVAC system capable of temperature and humidity control would be included in this design. While not a code requirement, due to the importance of the documents and information that would be stored in the building this design would also propose a full building, monitored fire detection and alarm system be installed to notify emergency services in the early stages of a fire event within the building.

Room by Room Area Comparison: Existing Vs. Schematic Design 2

Room:	Design: Existing	Option 2
First Story		
Front Office/Service	201	78
Town Clerk Office	249	180
Town Admin Office	123	134
Additional Office	117	198
Staff Common Area	0	0
Storage	227	38
Misc Area/Egress	377	493
Restrooms	43	107
Mechanical	57	148
Other		
Second Story		
Tax Collector Office	164	156
Building Code Officer	76	80
Zoning Officer	84	80
Selectmen	403	374
Storage	85	0
Misc Area/Egress	107	333
Restrooms	0	0
Mechanical	0	0
Other	132	0
Basement		
Storage	0	0
Mechanical	0	0
Egress	0	0
Masonic Building		
Storage	0	1,536
Total Utilized Area	2,445	3,935

Schematic Plans Option Three Narrative

Option Three schematic plans continue to utilize the Town Office building as the sole structure for the Town of Freedom Selectmen, staff, and Town services, however these plans include an extensive expansion of the existing structure through vertical additions. First, the schematics proposed replacing the existing stacked granite and poured concrete foundations with a cast-place-concrete foundation with a full-height basement. This schematic design removes the existing addition off the rear (north end) of the building and replaces it with a new-construction, two-story structure that is more aesthetically similar to the original schoolhouse building.

Code Information: In this schematic, the re-use and renovation of the original schoolhouse portion of the existing Town Office defines this portion of the project as a "Alteration-Level 3", within the International Existing Building Code (State of NH Building Code), and as a "Reconstruction" within NFPA 101 Life Safety Code (State of NH Fire Code). The proposed basement and total removal and replacement of the rear/north addition defines these portions of the project as "Additions". Additions must comply with the new building requirements of the International Building Code and NFPA 101 Life Safety Code. While changes to the configuration of the building are proposed, the occupancy of the building remains as a Group B occupancy within the State Building Code. The renovated and altered area of the existing Town Office building to remain may comply with the requirements for an Existing Business Occupancy within the State Fire Code, the new areas, again the basement and rear addition, are required to comply with the requirements of a New Business Occupancy.

The basement area in this design is mainly used for long-term and secure storage, with a small area dedicated to mechanical systems, if necessary. Design of both the construction of the basement and the systems that serve the basement will need to account for this space being used for document storage and the control of moisture and humidity as these conditions can be prevalent in basements and sub-grade building spaces.

Just as in schematic design Option Two, the lobbies and exterior aesthetic remain, although altered, and the existing interior stair remains as is. This schematic design removes the main entrance from the west end of the south eave wall of the building and moves the main entrance to the west wall of the new addition, which due to the site topography allows for greater accessibility without the need for steps and a ramp to access the first-floor level of the building. The entrance vestibule and exterior deck, ramp and stairs are then removed from the design, creating more space in the parking lot.

With the removal of mechanical and large storage space from the first floor of the building to the basement, an area is opened to allow for the staff to have a common area, perhaps a break room or meeting space. A restroom on the first floor is also located in the staff area to provide staff with a separate restroom from the public.

This schematic option differs in vertical accessibility as it now integrates a LULA elevator, not a platform lift. With the addition of the basement level the allowable travel distance for a platform lift will be exceeded with a conveyance serving three floors, requiring an elevator. LULA stands for Limited Use, Limited Application, and these lifts are hybrids of platform lifts and traditional commercial elevators. Similar to platform lifts, LULA elevators are meant solely for use by individuals with disabilities and not a general conveyance. LULAs look more like traditional elevators while generally having smaller footprints

and requiring less impactful structural features, such as pits, overhead hoist clearances and less stringent hoist way construction requirements.

The second story area is expanded in this design as the rear addition becomes two stories. This allows for more versatility in access to the public/lobby area on the upper floor and ability to create a separate service window for Zoning/Building Code Enforcement. With the expanded area at the rear addition the Selectmen's Office/Meeting room increases in size to allow for greater space and flexibility.

Room by Room Area Comparison: Existing Vs. Schematic Design 3

Room:	Design: Existing	Option 3
First Story		
Front Office/Service	201	78
Town Clerk Office	249	171
Town Admin Office	123	226
Additional Office	117	115
Staff Common Area	0	231
Storage	227	0
Misc Area/Egress	377	450
Restrooms	43	198
Mechanical	57	0
Other		
Second Story		
Tax Collector Office	164	226
Building Code Officer	76	164
Zoning Officer	84	147
Selectmen	403	478
Storage	85	20
Misc Area/Egress	107	320
Restrooms	0	0
Mechanical	0	0
Other	132	66
Basement		
Storage	0	1,027
Mechanical	0	228
Egress	0	138
Masonic Building		
Storage	0	0
Total Utilized Area	2,445	4,283

Respectfully submitted to the Town of Freedom Town Office Advisory Committee

For Bergeron Technical Services, LLC

Kate Richardson, C.F.P.S
Project Manager, ICC Accessibility Inspector/Plans Examiner

Shawn G. Bergeron, Sr., C.F.P.S
Manager/ICC Certified Building Inspector

ATTACHMENTS-

- Photo Pages of the Town of Freedom Town Office Building and Masonic Temple Building (11 pages)
- Asbestos Pb & PCB Survey Report for 33 Old Portland Road, Freedom, NH", dated October 2021 by Desmarais Environmental
- Asbestos Pb & PCB Survey Report for 29 Old Portland Road, Freedom, NH", dated October 2021 by Desmarais Environmental
- Septic Inspection Report dated 9/3/2021 by Turner Septic Inspections, for 33 Old Portland Road, Freedom, NH 03836
- Letter from the Town Office Advisory Committee Chair, dated February 2, 2021
- Staff Interview Responses document, prepared by Bergeron Technical Services, and dated 11 February 2022
- Letter from Bergeron Technical Services to the Town Office Advisory Committee regarding the Masonic Temple, dated May 12, 2022.
- Sketch entitled, "Freedom Masonic Building, Existing Conditions Structural Cross Section" dated 8-19-2022, prepared by Bergeron Technical Services.
- Copy of Town of Freedom Tax Map 52-A, showing subject properties 18 (Masonic Temple) and 19 (Town Office).

ASBESTOS PB & PCB
SURVEY REPORT

33 OLD PORTLAND ROAD
FREEDOM, NH

October 2021

320 Hemlock Lane, Barrington, NH 03825 ph 603-664-5500 www.denvironmental.com

October 27, 2021

On October 7, 2021, Desmarais Environmental, Inc. conducted a non-destructive asbestos, lead and PCB survey and testing of 33 Old Portland Road in Freedom, New Hampshire.

The scope of work covered the entirety of interior and exterior building materials. The purpose of this survey was to determine the presence of asbestos-containing, lead-containing, and PCB-containing materials to ensure compliance with the regulatory requirements to renovate the building.

Reasonable efforts have been made by Desmarais Environmental, Inc personnel to locate and sample suspect asbestos-containing and lead-containing materials (ACM & LCM). However, for any facility, the existence of unique or concealed ACMs and debris is a possibility. In addition, sampling and laboratory analysis constraints typically hinder the investigation. Desmarais Environmental, Inc. does not warrant, guarantee or profess to have the ability to located or identify all asbestos containing materials within the area surveyed.

ASBESTOS BACKGROUND INFORMATION

Asbestos is a term to describe six naturally occurring mineral fibers that are commonly found in a wide array of building construction materials due to the fiber strength and heat resistant properties. When asbestos containing materials become damaged or are disturbed during repair, remodeling or demolition activities; microscopic fibers become airborne. Asbestos fibers are so tiny and light that they can remain airborne for many hours. When inhaled, they can cause health problems. The three (3) most common types of asbestos are chrysotile, amosite and crocidolite. The lesser common types are tremolite, anthophyllite, and actinolite. Nearly 95% of all asbestos in the United States is chrysotile.

The Environmental Protection Agency classifies asbestos-containing building materials (ACBM) into three (3) general categories.

1. Surfacing Materials
    a. Any material that has been sprayed-on or troweled-on, or otherwise applied to surfaces. Textured ceilings, joint compound, and fireproofing are some examples of surfacing materials.
2. Thermal System Insulation (TSI)
    a. Any material applied to pipes, fittings, boilers, breeching, tanks, ducts, or other interior mechanical components designed to prevent heat loss or water condensation.
3. Miscellaneous Materials
    a. Any material that is not surfacing or thermal system insulation. Floor tiles, ceiling tiles, and transite board are some examples of miscellaneous materials.

The condition of asbestos containing materials is classified according to its friability, the current state of condition and its potential for disturbance. Friability is determined by the ability, when dry, to be crumbled, pulverized, or reduced to powder by hand pressure. The current state of condition is broken up into three categories

1. Significantly Damaged
    a. Over 10% evenly distributed damage or over 25% of the localized damage.

2. Damaged
    a. Less than 10% evenly distributed damage or less than 25% of the localized damage.
3. Good
    a. No visible damage or very little damage.

The potential for disturbance is categorized by answering three (3) questions with high, moderate or low. The three questions are as follows,

1. The potential for contact with the material?
2. The influence of vibration on the material?
3. The potential for air erosion on the material?

Any question with a high answer shows potential for significant damage, any question answered with moderate shows potential for damage and all questions answered with low shows low potential.

The Environmental Protection Agency established the National Emission Standards for Hazardous Air Pollutants, 40 CFR 61, regulation to require the owner of a demolition or renovation activity and prior to commencement of the demolition or renovation, to thoroughly inspect the affected facility or part of the facility where the demolition or renovation operation will occur for the presence of asbestos. EPA defines a facility as any institutional, commercial, public, industrial, or residential structure, installation or building. It includes any structure, installation, or building containing condominiums or individual dwelling units operated as a residential cooperative, but excludes residential buildings having four or fewer dwelling units.

The State of New Hampshire established Env-A 1800 (Asbestos Management and Control) to better deal with asbestos within residential buildings. Under Env-A 1804.01, the State of New Hampshire requires that the owner/operator of a facility has an asbestos survey completed on the affected portion(s) prior to undertaking any demolition or renovation activity. According to Env-A 1802.31, the State of New Hampshire defines a facility as any institutional, commercial, public, or private building or structure, work place, ship, installation, active waste disposal site, inactive waste disposal site operated after July 9, 1981, or rental dwelling.

Asbestos samples of suspect materials were collected as described below according to type and quantity of material per homogeneous area. A homogeneous area is defined as a suspect material of similar age, appearance, function and texture.

Material	Samples
Miscellaneous materials	One sample per homogeneous area
Surfacing materials	Three samples per homogeneous area
Thermal system insulation	Three samples per homogeneous area

LEAD BACKGROUND INFORMATION

Lead is a naturally occurring element found in small amounts in the earth's crust. While it has some beneficial uses, it can be toxic to humans and animals, causing health effects.

EPA's Lead Renovation, Repair and Painting Rule (RRP) Rule requires that firms performing renovation, repair and painting projects that disturb lead-based paint in homes, child care facilities and pre-schools built before 1978 be certified by EPA (or an EPA-authorized state), use certified renovators who are trained by EPA-approved training providers and follow lead-safe work practices.

There are currently two methods recognized by the EPA for testing paint, which are X-Ray Fluorescence (XRF) analyzation and pain chip sampling followed by analysis by an accredited laboratory. In this case, paint chip sampling was conducted following analysis by Optimum Analytical & Consulting, LLC. Located in Salem, New Hampshire.

The laboratory report is expressed as weight of lead per weight of paint chip. The federal definition of lead-based paint is 0.5% lead or 5,000 milligram of lead per kilogram of paint chips.

POLYCHLORINATED BIPHENYLS (PCBs) BACKGROUND INFORMATION

Polychlorinated Biphenyls (PCBs) were used in the construction, renovation and repair of many buildings, including schools, from the 1950's through the late 1970's. PCBs may be present in products and materials produced before the 1979 PCB ban. PCB's were used in industrial and commercial applications including electrical, heat transfer, and hydraulic equipment. They were also used as plasticizers in paints, plastics and rubber compounds; and in pigments in dyes and some papers. PCBs commonly found in building construction include exterior window and door caulking and expansion joints. Most commercial PCB mixtures are known in the United States by their industrial trade names; the most common name is Aroclor. The primary focus in identifying polychlorinated biphenyls (PCBs) for this survey was in caulk within the buildings in preparation for its renovation or demolition.

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LABORATORY ANALYTICAL METHODS

Asbestos

All bulk samples collected were forwarded to Optimum Analytical & Consulting, LLC. located in Salem, New Hampshire. Optimum is a NIST/NVLAP and AIHA-accredited laboratory.

Analyses were performed using standard optical microscopy and petrographic techniques. A representative portion of the bulk sample was placed on a glass slide, immersed and macerated in the appropriate index oils. This was then examined under plane and fully polarized light on the petrographic microscope. The following features were used to identify unknown particles and fibers: Morphology, index of refraction, birefringence, size, color, etc.

Analytical results (compositions and percentages) are listed on the bulk report form attached. For the purpose of these analyses, asbestos determination and identification is based on definitions as set forth in the US. EPA Environmental Monitoring Systems Laboratory TEST METHOD "Interim Method for the Determination of Asbestos in Bulk Insulation Samples," EPA-600/M4-82-020.

Polarized-light microscopy is not consistently reliable in detecting asbestos in floor tiles. Confirmation by Transmission Electron Microscopy is recommended for negative floor tile samples.

Pb

All lead chip samples collected were forwarded to Optimum Analytical & Consulting, LLC. located in Salem, New Hampshire. Optimum forwarded samples to Aerobiology Laboratory. in Pennsauken Township, NJ.

Paint chips were analyzed using Atomic Absorption method SW846-7000B/3051. Results are reported in percent weight of the sample.

PCB

All bulk samples collected were forwarded Phoenix Environmental Laboratories located in Manchester, Connecticut.

Analyses were performed using EPA Method 8082 PCBs by gas chromatography. This method is used to determine the concentrations of PCBs as Aroclors or as individual PCB congeners in extracts from solids. A measured weight of the sample is extracted and analyzed using electron capture detectors (ECD) or electrolytic conductivity detectors (ELCD).

PHOTOS

TABLE OF ASBESTOS BULK SAMPLING RESULTS

Sample #	Location	Item	Result
1	Shingle	Roof	None
2	Window Glaze	Original Bldg.	None
3	Window Glaze	Addition	None
4	Window Caulk	Original Bldg.	None
5	Window Caulk	Addition	None
6	Sheetrock Composite	Hall	None
7	Linoleum	Bath	None
8	Adhesive	Bath	None
9	2X4 Ceiling Tile Fissured	Main Office	None
10	2X4 Ceiling Tile Smooth	Main Office	None
11	Tread	Stairs	None
12	Landing	Stairs	None
13	Ceiling Panel	Hall	None
14	Green Cove Base	Hall	None
15	Adhesive	Hall	None

None = No Asbestos Structures Detected

TABLE OF LEAD PAINT CHIP SAMPLING RESULTS

Sample #	Item / Location	Result (%)
1	Siding	**8.56**
2	Window Casing	**11.7**
3	Window Casing	1.77
4	Siding	**9.77**
5	Window Caulk	0.583
6	Window Caulk	0.024
7	Fire Escape	0.474
8	Door Casing	<RL
9	Wainscot	0.143
10	Window Casing	1.12
11	Baseboard	<RL
12	Wall	<RL
13	Wall	<RL
14	Newel Post	0.654
15	Stringer	<RL
16	Window Well	**27.1**
17	Inv Wains	**7.01**

<RL = Less Than Reporting Limit

POLYCHLORINATED BIPHENYLS (PCBs) RESULTS

Sample #	Description	Location	Results PPM
PCB 1	Window Caulk Original	Exterior	ND
PCB 2	Window Caulk Addition	Exterior	ND

ND = None Detected

Laboratory Data sheets report on 1,000 µg/Kg = 1 PPM

Results & Discussion

Asbestos was not identified in any samples collected.

Lead was identified in the windows, exterior siding, trim and horizontal wainscoting on second floor. The legal threshold to consider lead paint leaded is 5%. The entire exterior should be considered lead paint, all windows, and the horizontal wainscoting. Some hidden lead components may exist within the building.

PCB materials above 50 PPM fall under EPA regulations requiring removal or encapsulation. Levels were below detectable limits.

COST ESTIMATE

Item / Location	
Lead remediation varies depending on approach. To completely de-lead the property would likely require siding replacement, window replacement and some interior renovations.	$150,000-$300,000

The laboratory reports are presented in Appendix 1.

If you have any questions regarding this report or require additional services, please do not hesitate to contact our office at (603) 664-5500.

Respectively submitted,
Desmarais Environmental, Inc.

Raymond G. Desmarais, CIH, CSP
New Hampshire Licensed Inspector, Management Planner & Designer
New Hampshire License #024-IMD

Appendix 1:
Laboratory Reports

PHOENIX
Environmental Laboratories, Inc.

Monday, October 18, 2021

Attn: Mr.Ray Desmarais, CIH, CSP
Desmarais Environmental, Inc.
320 Hemlock Lane
Barrington, NH 03825

Project ID: **33 OLD PORTLAND ROAD FREEDOM NH**
SDG ID: **GCJ54595**
Sample ID#s: CJ54595 - CJ54596

This laboratory is in compliance with the NELAC requirements of procedures used except where indicated.

This report contains results for the parameters tested, under the sampling conditions described on the Chain Of Custody, as received by the laboratory. This report is incomplete unless all pages indicated in the pagination at the bottom of the page are included.

All soils, solids and sludges are reported on a dry weight basis unless otherwise noted in the sample comments.

A scanned version of the COC form accompanies the analytical report and is an exact duplicate of the original.

If you are the client above and have any questions concerning this testing, please do not hesitate to contact Phoenix Client Services at ext.200. The contents of this report cannot be discussed with anyone other than the client listed above without their written consent.

Sincerely yours,

Phyllis Shiller
Laboratory Director

NELAC - #NY11301
CT Lab Registration #PH-0618
MA Lab Registration #M-CT007
ME Lab Registration #CT-007
NH Lab Registration #213693-A,B
NJ Lab Registration #CT-003
NY Lab Registration #11301
PA Lab Registration #68-03530
RI Lab Registration #63
UT Lab Registration #CT00007
VT Lab Registration #VT11301

Environmental Laboratories, Inc.
587 East Middle Turnpike, P.O.Box 370, Manchester, CT 06045
Tel. (860) 645-1102 Fax (860) 645-0823

NY # 11301

Sample Id Cross Reference

October 18, 2021

SDG I.D.: GCJ54595

Project ID: 33 OLD PORTLAND ROAD FREEDOM NH

Client Id	Lab Id	Matrix
PCB 1	CJ54595	SOIL
PCB 2	CJ54596	SOIL

PHOENIX
Environmental Laboratories, Inc.
587 East Middle Turnpike, P.O.Box 370, Manchester, CT 06045
Tel. (860) 645-1102 Fax (860) 645-0823

ACCREDITED IN ACCORDANCE WITH nelac NY # 11301

Analysis Report

October 18, 2021

FOR: Attn: Mr.Ray Desmarais, CIH, CSP
Desmarais Environmental, Inc.
320 Hemlock Lane
Barrington, NH 03825

Sample Information		Custody Information		Date	Time
Matrix:	SOIL	Collected by:		10/08/21	8:00
Location Code:	DESMAR	Received by:	LB	10/13/21	11:11
Rush Request:	Standard	Analyzed by:	see "By" below		
P.O.#:					

Laboratory Data

SDG ID: GCJ54595
Phoenix ID: CJ54595

Project ID: 33 OLD PORTLAND ROAD FREEDOM NH
Client ID: PCB 1

Parameter	Result	RL/ PQL	Units	Dilution	Date/Time	By	Reference
Extraction for PCB	Completed				10/13/21	X/Q	SW3540C
PCB (Soxhlet SW3540C)							
PCB-1016	ND	760	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1221	ND	760	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1232	ND	760	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1242	ND	760	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1248	ND	760	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1254	ND	760	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1260	ND	760	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1262	ND	760	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1268	ND	760	ug/Kg	1	10/14/21	SC	SW8082A
QA/QC Surrogates							
% DCBP	43		%	1	10/14/21	SC	30 - 150 %
% DCBP (Confirmation)	42		%	1	10/14/21	SC	30 - 150 %
% TCMX	34		%	1	10/14/21	SC	30 - 150 %
% TCMX (Confirmation)	35		%	1	10/14/21	SC	30 - 150 %

Parameter	Result	RL/ PQL	Units	Dilution	Date/Time	By	Reference

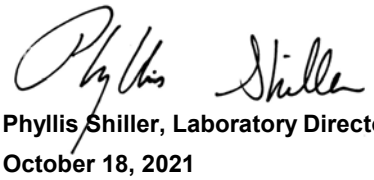
RL/PQL=Reporting/Practical Quantitation Level (Equivalent to NELAC LOQ, Limit of Quantitation) ND=Not Detected at RL/PQL
BRL=Below Reporting Level L=Biased Low
QA/QC Surrogates: Surrogates are compounds (preceeded with a %) added by the lab to determine analysis efficiency. Surrogate results(%) listed in the report are not "detected" compounds.

Comments:

Results are reported on an ``as received`` basis, and are not corrected for dry weight.

All soils, solids and sludges are reported on a dry weight basis unless otherwise noted in the sample comments.

If you are the client above and have any questions concerning this testing, please do not hesitate to contact Phoenix Client Services at ext.200.
The contents of this report cannot be discussed with anyone other than the client listed above without their written consent.



Phyllis Shiller, Laboratory Director
October 18, 2021
Reviewed and Released by: Rashmi Makol, Project Manager

PHOENIX
Environmental Laboratories, Inc.
587 East Middle Turnpike, P.O.Box 370, Manchester, CT 06045
Tel. (860) 645-1102 Fax (860) 645-0823

ACCREDITED IN ACCORDANCE WITH nelac NY # 11301

Analysis Report

October 18, 2021

FOR: Attn: Mr.Ray Desmarais, CIH, CSP
Desmarais Environmental, Inc.
320 Hemlock Lane
Barrington, NH 03825

Sample Information		Custody Information		Date	Time
Matrix:	SOIL	Collected by:		10/08/21	8:00
Location Code:	DESMAR	Received by:	LB	10/13/21	11:11
Rush Request:	Standard	Analyzed by:	see "By" below		
P.O.#:					

Laboratory Data

SDG ID: GCJ54595
Phoenix ID: CJ54596

Project ID: 33 OLD PORTLAND ROAD FREEDOM NH
Client ID: PCB 2

Parameter	Result	RL/ PQL	Units	Dilution	Date/Time	By	Reference
Extraction for PCB	Completed				10/13/21	X/Q	SW3540C
PCB (Soxhlet SW3540C)							
PCB-1016	ND	830	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1221	ND	830	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1232	ND	830	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1242	ND	830	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1248	ND	830	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1254	ND	830	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1260	ND	830	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1262	ND	830	ug/Kg	1	10/14/21	SC	SW8082A
PCB-1268	ND	830	ug/Kg	1	10/14/21	SC	SW8082A
QA/QC Surrogates							
% DCBP	44		%	1	10/14/21	SC	30 - 150 %
% DCBP (Confirmation)	41		%	1	10/14/21	SC	30 - 150 %
% TCMX	34		%	1	10/14/21	SC	30 - 150 %
% TCMX (Confirmation)	35		%	1	10/14/21	SC	30 - 150 %

Project ID: 33 OLD PORTLAND ROAD FREEDOM NH
Client ID: PCB 2

Phoenix I.D.: CJ54596

Parameter	Result	RL/ PQL	Units	Dilution	Date/Time	By	Reference

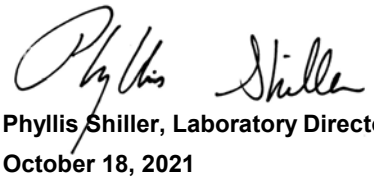
RL/PQL=Reporting/Practical Quantitation Level (Equivalent to NELAC LOQ, Limit of Quantitation) ND=Not Detected at RL/PQL
BRL=Below Reporting Level L=Biased Low
QA/QC Surrogates: Surrogates are compounds (preceeded with a %) added by the lab to determine analysis efficiency. Surrogate results(%) listed in the report are not "detected" compounds.

Comments:

Results are reported on an ``as received`` basis, and are not corrected for dry weight.

All soils, solids and sludges are reported on a dry weight basis unless otherwise noted in the sample comments.

If you are the client above and have any questions concerning this testing, please do not hesitate to contact Phoenix Client Services at ext.200.
The contents of this report cannot be discussed with anyone other than the client listed above without their written consent.



Phyllis Shiller, Laboratory Director
October 18, 2021
Reviewed and Released by: Rashmi Makol, Project Manager

PHOENIX

Environmental Laboratories, Inc.
587 East Middle Turnpike, P.O.Box 370, Manchester, CT 06045
Tel. (860) 645-1102 Fax (860) 645-0823

ACCREDITED IN ACCORDANCE WITH nelac NY # 11301

QA/QC Report

October 18, 2021

QA/QC Data

SDG I.D.: GCJ54595

Parameter	Blank	Blk RL	LCS %	LCSD %	LCS RPD	MS %	MSD %	MS RPD	% Rec Limits	% RPD Limits
QA/QC Batch 596120 (ug/Kg), QC Sample No: CJ44633 10X (CJ54595, CJ54596)										
Polychlorinated Biphenyls - Soil										
PCB-1016	ND	170	94	98	4.2				40 - 140	30
PCB-1221	ND	170							40 - 140	30
PCB-1232	ND	170							40 - 140	30
PCB-1242	ND	170							40 - 140	30
PCB-1248	ND	170							40 - 140	30
PCB-1254	ND	170							40 - 140	30
PCB-1260	ND	170	86	96	11.0				40 - 140	30
PCB-1262	ND	170							40 - 140	30
PCB-1268	ND	170							40 - 140	30
% DCBP (Surrogate Rec)	104	%	81	93	13.8				30 - 150	30
% DCBP (Surrogate Rec) (Confirm	101	%	80	92	14.0				30 - 150	30
% TCMX (Surrogate Rec)	97	%	99	103	4.0				30 - 150	30
% TCMX (Surrogate Rec) (Confirm	100	%	109	114	4.5				30 - 150	30

Comment:

A LCS and LCS Duplicate were performed instead of a matrix spike and matrix spike duplicate.

If there are any questions regarding this data, please call Phoenix Client Services at extension 200.

RPD - Relative Percent Difference
LCS - Laboratory Control Sample
LCSD - Laboratory Control Sample Duplicate
MS - Matrix Spike
MS Dup - Matrix Spike Duplicate
NC - No Criteria
Intf - Interference

Phyllis Shiller, Laboratory Director
October 18, 2021

Monday, October 18, 2021

Criteria: None

State: NH

Sample Criteria Exceedances Report

GCJ54595 - DESMAR

SampNo	Acode	Phoenix Analyte	Criteria	Result	RL	Criteria	RL Criteria	Analysis Units

*** No Data to Display ***

Phoenix Laboratories does not assume responsibility for the data contained in this exceedance report. It is provided as an additional tool to identify requested criteria exceedences. All efforts are made to ensure the accuracy of the data (obtained from appropriate agencies). A lack of exceedence information does not necessarily suggest conformance to the criteria. It is ultimately the site professional's responsibility to determine appropriate compliance.

Environmental Laboratories, Inc.
587 East Middle Turnpike, P.O.Box 370, Manchester, CT 06045
Tel. (860) 645-1102 Fax (860) 645-0823

ACCREDITED IN ACCORDANCE WITH nelac NY # 11301

Analysis Comments

October 18, 2021 SDG I.D.: GCJ54595

The following analysis comments are made regarding exceptions to criteria not already noted in the Analysis Report or QA/QC Report: None.

PHOENIX
Environmental Laboratories, Inc.

CHAIN OF CUSTODY RECORD

587 East Middle Turnpike, P.O. Box 370, Manchester, CT 06040
Email: info@phoenixlabs.com Fax (860) 645-0823
Client Services (860) 645-8726

ICO - HH
15.2°
Envelope

Temp Pg of

Data Delivery:
☐ Fax #: _____
☒ Email Ray@denvironmental.com

Customer:	Desmarais Environmental, Inc.	Project:	33 Old Portland Road Freedom NH	Project P.O:	
Address:	320 Hemlock Lane	Report to:		Phone #:	(603) 664-5500
	Barrington, NH 03825	Invoice to:		Fax #:	(603) 664-5600

PCBClient Sample - Information - Identification

Sampler's Signature _____ Date: _____

Matrix Code:
DW=drinking water **WW**=wastewater **S**=soil/solid **O**=oil
GW=groundwater **SL**=sludge **A**=air **X**=other

Analysis Request

Phoenix Sample #	Customer Sample Identification	Sample Matrix	Date Sampled	Time Sampled	PCB Soxhlet	+	+	+	+	+	+	+	+	+	10/10 Paint	Soil VOA Vials [ ]	GL Soil container [ ] methanol [ ] Sod Bisulfate	GL Soil container ( ) oz	( ) oz	40 ml VOA Vial [ ] As is [ ] HCl	GL Amber 1000ml [ ] As is [ ] H2SO4	PL As is [ ] 250ml [ ] 500ml [ ] 1000ml	PL H2SO4 [ ] 250ml [ ] 500ml	PL HNO3 250ml	PL NaOH 250ml	Bacteria Bottle
545965	PCB1	S	10/8/2021	8:00 AM	X										X											
545966	PCB2	S	10/8/2021	8:00 AM	x										X											

Relinquished by:	Accepted by:	Date:	Time:
Ray Desmarais			
FedEx		10/11/21	11:11

Comments, Special Requirements or Regulations:

Turnaround:
☐ 1 Day*
☐ 2 Days*
☐ 3 Days*
☐ Standard
☒ Other
* SURCHARGE APPLIES

CT/RI
☐ RCP Cert
☐ GW Protect
☐ GA Mobility
☐ GB Mobility
☐ SW Protection
☐ Res. Vol.
☐ Ind. Vol.
☐ Res. Criteria
☐ Other

MA
☐ MCP Certification
☐ GW-1
☐ GW-2
☐ GW-3
☐ S-1
☐ S-2
☐ S-3
☐ MWRA eSMART
☐ Other

State where samples were collected: NH

Data Format
☐ Excel
☐ PDF
☐ GIS/Key
☐ EQuIS
☐ Other _____

Data Package
☐ ASP-A
☐ NJ Reduced Deliv. *
☐ NJ Hazsite EDD
☐ Phoenix Std Report
☐ Other

OPTIMUM
Analytical and Consulting, LLC

85 Stiles Road, Suite 201
Salem, NH 03079
603-458-5247

Ray Desmarais
Desmarais Environmental, Inc.
320 Hemlock Lane
Barrington NH 03825

Project Reference:	
Laboratory Batch #:	2140297
Date Samples Received:	10/12/2021
Date Samples Analyzed:	10/22/2021
Date of Final Report:	10/26/2021

SAMPLE IDENTIFICATION:

Fifteen (15) samples from 33 Old Portland Rd., Freedom, NH project were submitted by Ray Desmarais on 10/12/2021

This bulk sample(s) was delivered to Optimum Analytical Consulting, LLC (Optimum) located in Salem, New Hampshire for asbestos content determination.

ANALYTICAL METHOD:

Analytical procedures were performed in accordance with the U.S. Environmental Protection Agency (EPA) Recommended Method for the Determination of Asbestos in Bulk Samples by Polarized Light Microscopy and Dispersion Staining (PLM/DS)(EPA-40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples, EPA-600/ R-93-116 Method for Determination of Asbestos in Bulk Building Materials). This report relates only to those samples analyzed, and may not be indicative of other similar appearing materials existing at this, or other sites. Quantification of asbestos content was determined by Calibrated Visual Estimation. Optimum is not responsible for sample collection activities or analytical method limitations. The laboratory is not responsible for the accuracy of results when requested to physically separate and analyze layered samples.

In any given material, fibers with a small diameter (<0.25µm) may not be detected by the PLM method. Floor tile and other resinous bound materials may yield a false negative if the asbestos fibers are too small to be resolved using PLM. Additionally, there is currently no approved EPA analytical method to reliably confirm vermiculite as non-asbestos containing. Additional analytical methods may be required. Optimum Analytical recommends using Transmission Electron Microscopy (TEM) or other approved methods for a more definitive analysis.

Optimum will retain all samples for a minimum of three months. Further analysis or return of samples must be requested within this three month period to guarantee their availability. This report may not be reproduced except in full, without the written approval of Optimum Analytical and Consulting, LLC.

Use of the NVLAP and AIHA Logo in no way constitutes or implies product certification, approval, or endorsement by the National Institute of Standards and Technology or the American Industrial Hygiene Association.

Detection Limit <1%, Reporting Limits: CVES = 1%, 400 Point Count = .25%, 1000 Point Count = 0.1%; Present or Absent are observations made during a qualitative analysis.

This report is considered preliminary until signed by both the Laboratory Analyst and Laboratory Director or Supervisor. If you have any questions regarding this report, please do not hesitate to contact us.

Jamie L. Noel
Laboratory Director

Kristina Scaviola
Laboratory Supervisor

NVLAP Lab ID#: 101433-0

OPTIMUM
Analytical and Consulting, LLC
85 Stiles Road, Suite 201, Salem, NH 03079 Phone: (603)-458-5247

BULK SAMPLE ANALYSIS REPORT
POLARIZED LIGHT MICROSCOPY

PLM (EPA-40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples, EPA-600/ R-93-116 Method for Determination of Asbestos in Bulk Building Materials) NVLAP Lab Code: 101433-0

CLIENT: Desmarais Environmental, Inc.
ADDRESS: 320 Hemlock Lane
CITY / STATE / ZIP: Barrington NH 03825
CONTACT: Ray Desmarais
DESCRIPTION: PLM Analysis
LOCATION: 33 Old Portland Rd., Freedom, NH

ORDER #: 2140297
PROJECT #:
DATE COLLECTED:
COLLECTED BY: Ray Desmarais
DATE RECEIVED: 10/12/2021
ANALYSIS DATE: 10/22/2021
REPORT DATE: 10/26/2021
ANALYST: Jamie Noel

REPORT OF ANALYSIS

Laboratory ID Sample No.	Sample Location Description	Layer No. Layer %	Asbestos Type	(%)	Non-Asbestos Components	(%)
2140297-001	Roof					
1	Shingle, Black	LAYER 1 100%	None Detected		Fibrous Glass Cellulose Fiber Binder/Filler	35% 1% 64%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-002	Original Bldg.					
2	Window Glazing, Beige/Black	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-003	Addition					
3	Window Glazing, Beige/White/Gray	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-004	Original Bldg.					
4	Window Caulking, Beige/White	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-005	Addition					
5	Window Caulking, Gray/White	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-006	Hall					
6	Sheetrock Composite, Gray Note: No Joint Compound Present	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	10% 90%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-007	Bath					
7	Linoleum, Beige	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-008	Bath					
8	Mastic, No Mastic Present Under Linoleum	LAYER 1 100%				

OPTIMUM
Analytical and Consulting, LLC
85 Stiles Road, Suite 201, Salem, NH 03079 Phone: (603)-458-5247

BULK SAMPLE ANALYSIS REPORT POLARIZED LIGHT MICROSCOPY

PLM (EPA-40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples, EPA-600/ R-93-116 Method for Determination of Asbestos in Bulk Building Materials) NVLAP Lab Code: 101433-0

CLIENT:	Desmarais Environmental, Inc.	**ORDER #:**	2140297
ADDRESS:	320 Hemlock Lane	**PROJECT #:**	
CITY / STATE / ZIP:	Barrington NH 03825	**DATE COLLECTED:**	
CONTACT:	Ray Desmarais	**COLLECTED BY:**	Ray Desmarais
DESCRIPTION:	PLM Analysis	**DATE RECEIVED:**	10/12/2021
LOCATION:	33 Old Portland Rd., Freedom, NH	**ANALYSIS DATE:**	10/22/2021
		REPORT DATE:	10/26/2021
		ANALYST:	Jamie Noel

REPORT OF ANALYSIS

Laboratory ID / Sample No.	Sample Location / Description	Layer No. / Layer %	Asbestos Type	(%)	Non-Asbestos Components	(%)
2140297-009	Main Office					
9	Ceiling Tile, Gray	LAYER 1 100%	None Detected		Cellulose Fiber Fibrous Glass Binder/Filler	65% 15% 20%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-010	Main Office					
10	LAYER 1 Ceiling Tile, Yellow	LAYER 1 100%	None Detected		Cellulose Fiber Fibrous Glass Non-Fibrous Material	1% 97% 2%
	LAYER 2 Mastic, Tan	LAYER 2 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-011	Stairs					
11	LAYER 1 Tread, Brown	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
	LAYER 2 Adhesive, Tan	LAYER 2 100%	None Detected		Cellulose Fiber Binder/Filler	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-012	Stairs					
12	Landing, Brown	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-013	Hall					
13	Ceiling Panel Wood, Brown	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	99% 1%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-014	Hall					
14	Cove Base, Blue	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140297-015	Hall					
15	Adhesive, Tan	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%

OPTIMUM
Analytical and Consulting, LLC
85 Stiles Road, Suite 201, Salem, NH 03079 Phone: (603)-458-5247

BULK SAMPLE ANALYSIS REPORT
POLARIZED LIGHT MICROSCOPY

PLM (EPA-40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples, EPA-600/ R-93-116 Method for Determination of Asbestos in Bulk Building Materials) NVLAP Lab Code: 101433-0

CLIENT:	Desmarais Environmental, Inc.	**ORDER #:**	2140297
ADDRESS:	320 Hemlock Lane	**PROJECT #:**	
CITY / STATE / ZIP:	Barrington NH 03825	**DATE COLLECTED:**	
CONTACT:	Ray Desmarais	**COLLECTED BY:**	Ray Desmarais
DESCRIPTION:	PLM Analysis	**DATE RECEIVED:**	10/12/2021
LOCATION:	33 Old Portland Rd., Freedom, NH	**ANALYSIS DATE:**	10/22/2021
		REPORT DATE:	10/26/2021
		ANALYST:	Jamie Noel

REPORT OF ANALYSIS

Laboratory ID Sample No.	Sample Location Description	Layer No. Layer %	Asbestos Type	(%)	Non-Asbestos Components	(%)

Analyst Signatory: _____

Jamie Noel

NVLAP TESTING
NVLAP Lab Code: 101433-0

OPTIMUM
Analytical and Consulting, LLC

85 Stiles Road, Suite 201, Salem, NH 03079 Phone: (603)-458-5247

BULK SAMPLE ANALYSIS REPORT
POLARIZED LIGHT MICROSCOPY

PLM (EPA-40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples, EPA-600/ R-93-116 Method for Determination of Asbestos in Bulk Building Materials) NVLAP Lab Code: 101433-0

CLIENT:	Desmarais Environmental, Inc.
ADDRESS:	320 Hemlock Lane
CITY / STATE / ZIP:	Barrington NH 03825
CONTACT:	Ray Desmarais
DESCRIPTION:	PLM Analysis
LOCATION:	33 Old Portland Rd., Freedom, NH

ORDER #:	2140297
PROJECT #:	
DATE COLLECTED:	
COLLECTED BY:	Ray Desmarais
DATE RECEIVED:	10/12/2021
ANALYSIS DATE:	10/22/2021
REPORT DATE:	10/26/2021
ANALYST:	Jamie Noel

2140297

Sample Log and Chain of Custody Record

Project: 33 Old Portland Road Freedom NH

Normal Turnaround Please

Sample #		Description	Location	Analysis
1		Shingle	Roof	PLM ASB
2		Window Glaze	Original Bldg	PLM ASB
3		Window Glaze	Addition	PLM ASB
4		Window Caulk	Original Bldg	PLM ASB
5		Window Caulk	Addition	PLM ASB
6		Sheetrock Composite	Hall	PLM ASB
7		Linoleum	Bath	PLM ASB
8		Adhesive	Bath	PLM ASB
9		2X4 Ceiling Tile Fissured	Main Office	PLM ASB
10		2X4 Ceiling Tile Smooth	Main Office	PLM ASB
11		Tread	Stairs	PLM ASB
12		Landing	Stairs	PLM ASB
13		Ceiling Panel	Hall	PLM ASB
14		Green Cove Base	Hall	PLM ASB
15		Adhesive	Hall	

Sampled By:	**Ray Desmarais**
Shipped To:	**Optimum**
Received By:	10/12/21 @ 12:30

Desmarais Environmental, Inc. 62 Al Wood Dr Barrington, NH 03825
Office: 603-664-5500 Fax: 603-664-5600

AEROBIOLOGY ASSOCIATES, LABORATORY INCORPORATED
A Pace Analytical® Laboratory

Telephone: 781-935-3212
Facsimile: 781-932-4857
Email: boston@aerobiology.net

Laboratory Report

Contact: Jamie Noel
Client: Optimum Analytical & Consulting,LLC
Address: 85 Stiles Road, Suite 201
Salem, NH 03079

Batch #: C 308872
Date received: 10/14/2021
Date analyzed: 10/14/2021
Date of report: 10/14/2021

Project # 2140282
P.O.# N/A
Project Site: 33 Old Portland Rd.
Freedom, NH

AIHA-LAP, LLC Lab ID 102754

Lead Analysis In Paint Using SOP Based on SW846-7000B/3051
Results in weight percent on an "as received" weight basis

Lab ID	Client ID	Sample date	Description	Result	Reporting Limit	Comments
C 688853	1	10/11/21	Siding	8.56	0.016	Paint+Plaster
C 688854	2	10/11/21	Window Casing	11.7	0.011	Paint+Plaster
C 688855	3	10/11/21	Window Casing	1.77	0.008	
C 688856	4	10/11/21	Siding	9.77	0.005	Paint+Plaster
C 688857	5	10/11/21	Window Caulk	0.583	0.015	Paint+Plaster
C 688858	6	10/11/21	Window Caulk	0.024	0.023	Paint+Caulk
C 688859	7	10/11/21	Fire Escape	0.474	0.021	
C 688860	8	10/11/21	Door Casing	<RL	0.015	
C 688861	9	10/11/21	Wainscot	0.143	0.020	
C 688862	10	10/11/21	Window Casing	1.12	0.057	

Simona Peavey, Tech. Manager Chemistry
Aimee Cormier, Lab Director

Unless otherwise indicated, all samples were received in acceptable condition.
All results apply only to the samples tested and as received and are accurate to no more than three significant figures.
Unless otherwise indicated, all the quality control criteria for the method above have been met.
RL-Reporting Limit(%by weight) Note on units: mg/Kg is the same as ppm by weight.
RL-Reporting Limit; Defined as the lowest concentration the laboratory can accurately quantitate.

Please visit our website at www.proscience.net for the current accreditation status.

AEROBIOLOGY LABORATORY ASSOCIATES, INCORPORATED
A Pace Analytical® Laboratory

Telephone: 781-935-3212
Facsimile: 781-932-4857
Email: boston@aerobiology.net

Laboratory Report

Contact: Jamie Noel
Client: Optimum Analytical & Consulting,LLC
Address: 85 Stiles Road, Suite 201
Salem, NH 03079

Batch #: C 308872
Date received: 10/14/2021
Date analyzed: 10/14/2021
Date of report: 10/14/2021

Project # 2140282
P.O.# N/A
Project Site: 33 Old Portland Rd.
Freedom, NH

AIHA-LAP, LLC Lab ID 102754

Lead Analysis In Paint Using SOP Based on SW846-7000B/3051
Results in weight percent on an "as received" weight basis

Lab ID	Client ID	Sample date	Description	Result	Reporting Limit	Comments
C 688863	11	10/11/21	Baseboard	<RL	0.175	Note 1
C 688864	12	10/11/21	Wall	<RL	0.017	
C 688865	13	10/11/21	Wall	<RL	0.043	
C 688866	14	10/11/21	Newer Post	0.654	0.016	
C 688867	15	10/11/21	Stringer	<RL	0.092	
C 688868	16	10/11/21	Window Well	27.1	0.020	
C 688869	17	10/11/21	Inv. Wains	7.01	0.036	

Note 1: There was not enough sample in the bag required for analysis, therefore the results may not be accurate.

Simona Peavey, Tech. Manager/Chemistry
Aimee Cormier, Lab Director

Unless otherwise indicated, all samples were received in acceptable condition.
All results apply only to the samples tested and as received and are accurate to no more than three significant figures.
Unless otherwise indicated, all the quality control criteria for the method above have been met.
RL-Reporting Limit(%by weight) Note on units: mg/Kg is the same as ppm by weight.
RL-Reporting Limit; Defined as the lowest concentration the laboratory can accurately quantitate.

Please visit our website at www.proscience.net for the current accreditation status.

ProScience Analytical Services, Inc.
Chemistry Chain of Custody Record

LABORATORY/HEADQUARTERS
22 Cummings Park, Woburn, MA 01801
T:781-935-3212 F:781-932-4857

www.proscience.net
general@proscience.net

Turn Around Time Requested

Rush/<6 Hours	Same Day	Next Day	2 Day	3 Day	5 Days
					X

Client: Optimum Analytical + Consulting, LLC

Address: Street 85 Stiles Rd, Ste 201
Town: Salem State/Zip: NH 03079

Project Site: Line 1 33 Old Portland Rd Project Number 2140282
Line 2 Freedom, NH PO

Contact: Jamie.Noel / Kristina.Scavida / Ann.Berrigan @optimumanalytical.com Phone / FAX / Alt/Pager

☐ NELAC analysis

TYPE OF ANALYSIS (circle)

DUST WIPES	PAINT (0.1 g)	SOIL (1 g)
AIR	TSP	TCLP (100g)
(min)	PM10	Other

Please use a separate form for each matrix.

Element — gravimetric
(Pb) Cd Cr As Fe
Se Ag Ba Hg

Other (please specify under Comments)

☐ QC

For Laboratory Use
BATCH NUMBER: C 308872

☐ ASTM E1792

FOR LABORATORY USE ONLY

Date and Time Sampled	Field I.D.	Sample Description/Location	Air Sampling Information: Start Time	End Time	Start Flowrate	End Flowrate	Volume (liters)	Wiped area: length (inch)	width (inch)	Area (sq in)	ANALYSIS: Weight (grams)	Dil'n	AA/ICP Reading	RESULT	Lab I.D.
10/11/21	1	Siding													688853
	2	Window Casing													54
	3	" "													55
	4	Siding													56
	5	Window Caulk													57
	6	" "													58
	7	Fire Escape													59
	8	Door Casing													60
	9	Wainscot													61
	10	Window Casing													62

Relinquished By: [signature] Date: 10/13/21 Time: 2p
Received By: Paula Leavitt-Cole Date: 10/14/21 Time: 9:35

Comments:

ver 5.5

All samples must be from the same source (lot) as was used for the collected field samples

ProScience Analytical Services, Inc.
Chemistry Chain of Custody Record

LABORATORY/HEADQUARTERS
22 Cummings Park, Woburn, MA 01801
T:781-935-3212 F:781-932-4857

www.proscience.net
general@proscience.net

☐ Rush/<6 Hours — Turn Around Time Requested

Same Day	Next Day	2 Day	3 Day	5 Days
☐	☐	☐	☐	☒

Client: Optimum Analytical + Consulting, LLC

☐ NELAC analysis

Address — Street: 85 Stiles Rd, Ste 201
Town: Salem — State/Zip: NH 03079

Project Site — Line 1: 33 Old Portland Rd — Project Number: 2140282
Line 2: Freedom, NH — PO:

Contact: Jamie.Noel / Kristina.Scavicia / Ann.Berrigan @optimumanalytical.com — Phone / FAX / Alt/Pager:

TYPE OF ANALYSIS (circle)

DUST WIPES	PAINT (0.1 g)	SOIL (1 g)
AIR	TSP	TCLP (100g)
(min)	PM10	Other

Please use a separate form for each matrix.

Element: gravimetric
(Pb) Cd Cr As Fe
Se Ag Ba Hg

Other (please specify under Comments)

☐ QC

For Laboratory Use
BATCH NUMBER: C 308872

☐ ASTM E1792

FOR LABORATORY USE ONLY

Date and Time Sampled	Field I.D.	Sample Description/Location	Air Sampling Information: Start Time	End Time	Start Flowrate	End Flowrate	Volume (liters)	Wiped area: length (inch)	width (inch)	Area (sq in)	ANALYSIS: Weight (grams)	Dil'n	AA/ICP Reading	RESULT	Lab I.D.
10/11/21	11	Baseboard													63
	12	Wall													64
	13	Wall													65
	14	Newel Post													66
	15	Stringer													67
	16	Window Well													68
	17	Inv. Wains													69

Relinquished By: [signature] Date: 10/13/21 Time: 2P
Received By: Date: Time:

Comments:

ver 5.5

Blanks should be from the same source lot as was used for the collected field samples.

ASBESTOS PB & PCB
SURVEY REPORT
MASONIC TEMPLE

29 OLD PORTLAND ROAD
FREEDOM, NH

October 2021

320 Hemlock Lane, Barrington, NH 03825 ph 603-664-5500 www.denvironmental.com

October 27, 2021

On October 7, 2021, Desmarais Environmental, Inc. conducted a non-destructive asbestos, lead and PCB survey and testing of 29 Old Portland Road (Masonic Temple) in Freedom, New Hampshire.

The scope of work covered the entirety of interior and exterior building materials. The purpose of this survey was to determine the presence of asbestos-containing, lead-containing, and PCB-containing materials to ensure compliance with the regulatory requirements to renovate the building.

Reasonable efforts have been made by Desmarais Environmental, Inc personnel to locate and sample suspect asbestos-containing and lead-containing materials (ACM & LCM). However, for any facility, the existence of unique or concealed ACMs and debris is a possibility. In addition, sampling and laboratory analysis constraints typically hinder the investigation. Desmarais Environmental, Inc. does not warrant, guarantee or profess to have the ability to located or identify all asbestos containing materials within the area surveyed.

ASBESTOS BACKGROUND INFORMATION

Asbestos is a term to describe six naturally occurring mineral fibers that are commonly found in a wide array of building construction materials due to the fiber strength and heat resistant properties. When asbestos containing materials become damaged or are disturbed during repair, remodeling, or demolition activities; microscopic fibers become airborne. Asbestos fibers are so tiny and light that they can remain airborne for many hours. When inhaled, they can cause health problems. The three (3) most common types of asbestos are chrysotile, amosite and crocidolite. The lesser common types are tremolite, anthophyllite, and actinolite. Nearly 95% of all asbestos in the United States is chrysotile.

The Environmental Protection Agency classifies asbestos-containing building materials (ACBM) into three (3) general categories.

1. Surfacing Materials
    a. Any material that has been sprayed-on or troweled-on, or otherwise applied to surfaces. Textured ceilings, joint compound, and fireproofing are some examples of surfacing materials.
2. Thermal System Insulation (TSI)
    a. Any material applied to pipes, fittings, boilers, breeching, tanks, ducts, or other interior mechanical components designed to prevent heat loss or water condensation.
3. Miscellaneous Materials
    a. Any material that is not surfacing or thermal system insulation. Floor tiles, ceiling tiles, and transite board are some examples of miscellaneous materials.

The condition of asbestos containing materials is classified according to its friability, the current state of condition and its potential for disturbance. Friability is determined by the ability, when dry, to be crumbled, pulverized, or reduced to powder by hand pressure. The current state of condition is broken up into three categories

1. Significantly Damaged
    a. Over 10% evenly distributed damage or over 25% of the localized damage.

2. Damaged
    a. Less than 10% evenly distributed damage or less than 25% of the localized damage.
3. Good
    a. No visible damage or very little damage.

The potential for disturbance is categorized by answering three (3) questions with high, moderate, or low. The three questions are as follows,

1. The potential for contact with the material?
2. The influence of vibration on the material?
3. The potential for air erosion on the material?

Any question with a high answer shows potential for significant damage, any question answered with moderate shows potential for damage and all questions answered with low shows low potential.

The Environmental Protection Agency established the National Emission Standards for Hazardous Air Pollutants, 40 CFR 61, regulation to require the owner of a demolition or renovation activity and prior to commencement of the demolition or renovation, to thoroughly inspect the affected facility or part of the facility where the demolition or renovation operation will occur for the presence of asbestos. EPA defines a facility as any institutional, commercial, public, industrial, or residential structure, installation, or building. It includes any structure, installation, or building containing condominiums or individual dwelling units operated as a residential cooperative but excludes residential buildings having four or fewer dwelling units.

The State of New Hampshire established Env-A 1800 (Asbestos Management and Control) to better deal with asbestos within residential buildings. Under Env-A 1804.01, the State of New Hampshire requires that the owner/operator of a facility has an asbestos survey completed on the affected portion(s) prior to undertaking any demolition or renovation activity. According to Env-A 1802.31, the State of New Hampshire defines a facility as any institutional, commercial, public, or private building or structure, workplace, ship, installation, active waste disposal site, inactive waste disposal site operated after July 9, 1981, or rental dwelling.

Asbestos samples of suspect materials were collected as described below according to type and quantity of material per homogeneous area. A homogeneous area is defined as a suspect material of similar age, appearance, function and texture.

Material	Samples
Miscellaneous materials	One sample per homogeneous area
Surfacing materials	Three samples per homogeneous area
Thermal system insulation	Three samples per homogeneous area

LEAD BACKGROUND INFORMATION

Lead is a naturally occurring element found in small amounts in the earth's crust. While it has some beneficial uses, it can be toxic to humans and animals, causing health effects.

EPA's Lead Renovation, Repair and Painting Rule (RRP) Rule requires that firms performing renovation, repair and painting projects that disturb lead-based paint in homes, childcare facilities and pre-schools built before 1978 be certified by EPA (or an EPA-authorized state), use certified renovators who are trained by EPA-approved training providers and follow lead-safe work practices.

There are currently two methods recognized by the EPA for testing paint, which are X-Ray Fluorescence (XRF) analyzation and pain chip sampling followed by analysis by an accredited laboratory. In this case, paint chip sampling was conducted following analysis by Optimum Analytical & Consulting, LLC. Located in Salem, New Hampshire.

The laboratory report is expressed as weight of lead per weight of paint chip. The federal definition of lead-based paint is 0.5% lead or 5,000 milligram of lead per kilogram of paint chips.

POLYCHLORINATED BIPHENYLS (PCBs) BACKGROUND INFORMATION

Polychlorinated Biphenyls (PCBs) were used in the construction, renovation, and repair of many buildings, including schools, from the 1950's through the late 1970's. PCBs may be present in products and materials produced before the 1979 PCB ban. PCBs were used in industrial and commercial applications including electrical, heat transfer, and hydraulic equipment. They were also used as plasticizers in paints, plastics, and rubber compounds, and in pigments in dyes and some papers. PCBs commonly found in building construction include exterior window and door caulking and expansion joints. Most commercial PCB mixtures are known in the United States by their industrial trade names; the most common name is Aroclors. The primary focus in identifying polychlorinated biphenyls (PCBs) for this survey was in caulk within the buildings in preparation for its renovation or demolition.

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LABORATORY ANALYTICAL METHODS

Asbestos

All bulk samples collected were forwarded to Optimum Analytical & Consulting, LLC. located in Salem, New Hampshire. Optimum is a NIST/NVLAP and AIHA-accredited laboratory.

Analyses were performed using standard optical microscopy and petrographic techniques. A representative portion of the bulk sample was placed on a glass slide, immersed and macerated in the appropriate index oils. This was then examined under plane and fully polarized light on the petrographic microscope. The following features were used to identify unknown particles and fibers: Morphology, index of refraction, birefringence, size, color, etc.

Analytical results (compositions and percentages) are listed on the bulk report form attached. For the purpose of these analyses, asbestos determination and identification is based on definitions as set forth in the US. EPA Environmental Monitoring Systems Laboratory TEST METHOD "Interim Method for the Determination of Asbestos in Bulk Insulation Samples," EPA-600/M4-82-020.

Polarized-light microscopy is not consistently reliable in detecting asbestos in floor tiles. Confirmation by Transmission Electron Microscopy is recommended for negative floor tile samples.

Pb

All lead chip samples collected were forwarded to Optimum Analytical & Consulting, LLC. located in Salem, New Hampshire. Optimum forwarded samples to Aerobiology Laboratory. in Pennsauken Township, NJ.

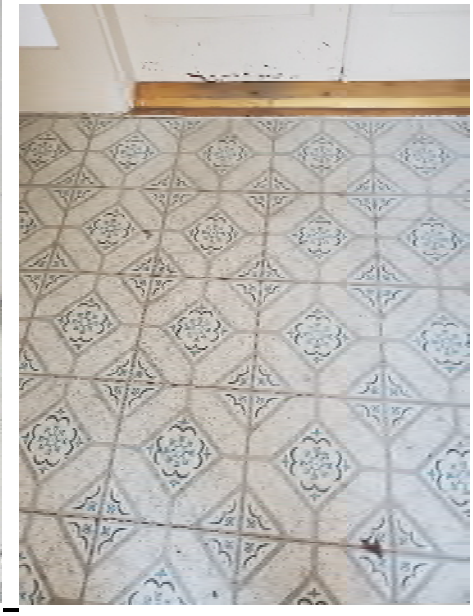
Paint chips were analyzed using Atomic Absorption method SW846-7000B/3051. Results are reported in percent weight of the sample.

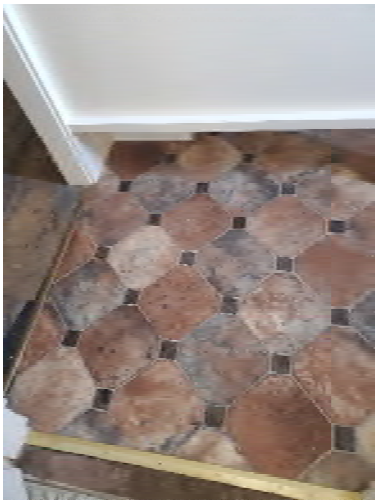
PCB

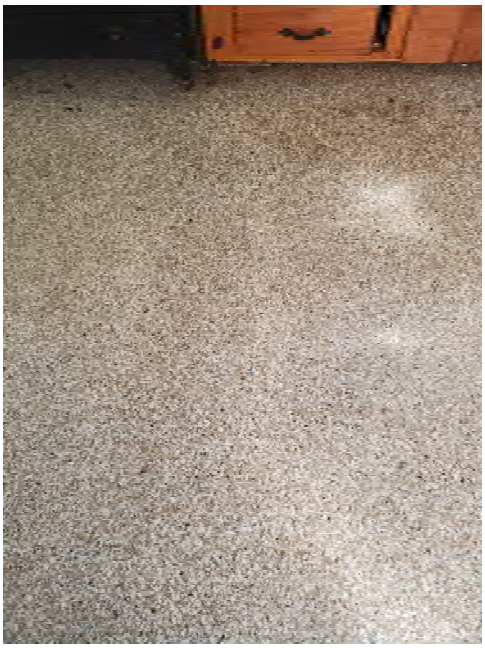
All bulk samples collected were forwarded Phoenix Environmental Laboratories located in Manchester, Connecticut.

Analyses were performed using EPA Method 8082 PCBs by gas chromatography. This method is used to determine the concentrations of PCBs as Aroclors or as individual PCB congeners in extracts from solids. A measured weight of the sample is extracted and analyzed using electron capture detectors (ECD) or electrolytic conductivity detectors (ELCD).

PHOTOS







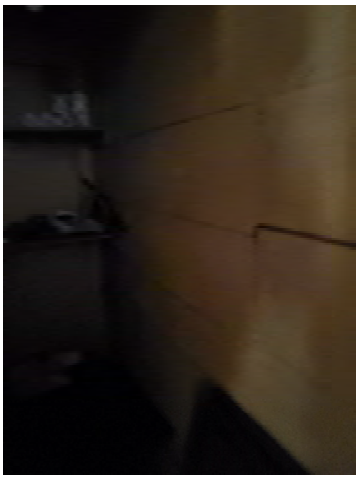


TABLE OF ASBESTOS BULK SAMPLING RESULTS

Sample #	Location	Item	Result
1	Floor Tile	Entry	**2% Chrysotile Asbestos**
2	Adhesive	Entry	None
3	Linoleum	Men	None
4	Adhesive	Men	None
5	Plaster	Boiler Room	None
6	Plaster	Boiler Room	None
7	Plaster	Boiler Room	None
8	Sheetrock Composite	Entry	None
9	Felt	Boiler Room	None
10	Linoleum	Kitchen	None
11	Adhesive	Kitchen	None
12	Ceiling Panel	2nd meeting Room	None
13	Wall	2nd meeting Room	None
14	Paper under carpet	2nd meeting Room	None

None = No Asbestos Structures Detected

TABLE OF LEAD PAINT CHIP SAMPLING RESULTS

Sample #	Item / Location	Result (%)
1	Window Casing Ext	**29.9**
2	Fire Escape	1.79
3	Upper Trim	**5.62**
4	Front Door	**3.41**
5	Front Door Casing	**17.7**
6	Window Casing	**34.7**
7	Wall Brown	0.894
8	Baseboard	**25.9**
9	Mens Door	0.81
10	No Sample	
11	Wall	0.101
12	Wall red	**4.97**
13	Wall White	0.165
14	Post	**10.2**
15	Ceiling	0.165
16	Closet Wall Yellow	**24.5**
17	Stringer	1.78

18	Tread	0.240
19	Door Casing	**9.20**
20	Baseboard	**5.02**
21	Wall	0.295
22	Wall	0.322

<RL = Less Than Reporting Limit

Results & Discussion

Asbestos was identified in the entry floor tile.

Lead was identified in the windows, exterior siding, trim, interior trim, some walls. The legal threshold to consider lead paint leaded is 5%. The entire exterior should be considered lead paint, all windows, and much of the interior paints contain lead. Some hidden lead components may exist within the building.

No suspect PCB materials were observed.

COST ESTIMATE

Item / Location	
Lead remediation varies depending on approach. To completely de-lead the property would likely require siding replacement, window replacement and significant interior renovations. Historical preservation requirements could affect mitigation options to more expensive methods.	$150,000-$300,000
Asbestos Floor Tile	$2,000

The laboratory reports are presented in Appendix 1.

If you have any questions regarding this report or require additional services, please do not hesitate to contact our office at (603) 664-5500.

Respectively submitted,
Desmarais Environmental, Inc.

Raymond G. Desmarais, CIH, CSP
New Hampshire Licensed Inspector, Management Planner & Designer
New Hampshire License #024-IMD

Appendix 1:
Laboratory Reports

OPTIMUM
Analytical and Consulting, LLC

85 Stiles Road, Suite 201
Salem, NH 03079
603-458-5247

Ray Desmarais
Desmarais Environmental, Inc.
320 Hemlock Lane
Barrington NH 03825

Project Reference:
Laboratory Batch #: 2140299
Date Samples Received: 10/12/2021
Date Samples Analyzed: 10/25/2021
Date of Final Report: 10/26/2021

SAMPLE IDENTIFICATION:

Fourteen (14) samples from Masonic Temple, Freedom, NH project were submitted by Ray Desmarais on 10/12/2021

This bulk sample(s) was delivered to Optimum Analytical Consulting, LLC (Optimum) located in Salem, New Hampshire for asbestos content determination.

ANALYTICAL METHOD:

Analytical procedures were performed in accordance with the U.S. Environmental Protection Agency (EPA) Recommended Method for the Determination of Asbestos in Bulk Samples by Polarized Light Microscopy and Dispersion Staining (PLM/DS)(EPA-40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples, EPA-600/ R-93-116 Method for Determination of Asbestos in Bulk Building Materials). This report relates only to those samples analyzed, and may not be indicative of other similar appearing materials existing at this, or other sites. Quantification of asbestos content was determined by Calibrated Visual Estimation. Optimum is not responsible for sample collection activities or analytical method limitations. The laboratory is not responsible for the accuracy of results when requested to physically separate and analyze layered samples.

In any given material, fibers with a small diameter (<0.25µm) may not be detected by the PLM method. Floor tile and other resinous bound materials may yield a false negative if the asbestos fibers are too small to be resolved using PLM. Additionally, there is currently no approved EPA analytical method to reliably confirm vermiculite as non-asbestos containing. Additional analytical methods may be required. Optimum Analytical recommends using Transmission Electron Microscopy (TEM) or other approved methods for a more definitive analysis.

Optimum will retain all samples for a minimum of three months. Further analysis or return of samples must be requested within this three month period to guarantee their availability. This report may not be reproduced except in full, without the written approval of Optimum Analytical and Consulting, LLC.

Use of the NVLAP and AIHA Logo in no way constitutes or implies product certification, approval, or endorsement by the National Institute of Standards and Technology or the American Industrial Hygiene Association.

Detection Limit <1%, Reporting Limits: CVES = 1%, 400 Point Count = .25%, 1000 Point Count = 0.1%; Present or Absent are observations made during a qualitative analysis.

This report is considered preliminary until signed by both the Laboratory Analyst and Laboratory Director or Supervisor. If you have any questions regarding this report, please do not hesitate to contact us.

Jamie L. Noel
Laboratory Director

Kristina Scaviola
Laboratory Supervisor

NVLAP Lab ID#: 101433-0

OPTIMUM
Analytical and Consulting, LLC
85 Stiles Road, Suite 201, Salem, NH 03079 Phone: (603)-458-5247

BULK SAMPLE ANALYSIS REPORT
POLARIZED LIGHT MICROSCOPY

PLM (EPA-40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples, EPA-600/ R-93-116 Method for Determination of Asbestos in Bulk Building Materials) NVLAP Lab Code: 101433-0

CLIENT:	Desmarais Environmental, Inc.	**ORDER #:**	2140299
ADDRESS:	320 Hemlock Lane	**PROJECT #:**	
CITY / STATE / ZIP:	Barrington NH 03825	**DATE COLLECTED:**	
CONTACT:	Ray Desmarais	**COLLECTED BY:**	Ray Desmarais
DESCRIPTION:	PLM Analysis	**DATE RECEIVED:**	10/12/2021
LOCATION:	Masonic Temple, Freedom, NH	**ANALYSIS DATE:**	10/25/2021
		REPORT DATE:	10/26/2021
		ANALYST:	Kristina Scaviola

REPORT OF ANALYSIS

Laboratory ID Sample No.	Sample Location Description	Layer No. Layer %	Asbestos Type	(%)	Non-Asbestos Components	(%)
2140299-001	Entry					
1	Floor Tile, Beige/Green	LAYER 1 100%	Chrysotile	2%	Cellulose Fiber Non-Fibrous Material	1% 97%
		Total % Asbestos:		2.0%	**Total % Non-Asbestos:**	98.0%
2140299-002	Entry					
2	Adhesive, Tan	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	2% 98%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140299-003	Men					
3	Linoleum, White	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140299-004	Men					
4	Adhesive, No Adhesive Present	LAYER 1 100%				
2140299-005	Boiler Room					
5	LAYER 1 Plaster, White	LAYER 1 100%	None Detected		Cellulose Fiber Fibrous Glass Non-Fibrous Material	6% 2% 92%
	LAYER 2 Skim Coat/ Coating, Purple	LAYER 2 100%	None Detected		Cellulose Fiber Non-Fibrous Material	3% 97%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140299-006	Boiler Room					
6	LAYER 1 Plaster, White	LAYER 1 100%	None Detected		Cellulose Fiber Fibrous Glass Non-Fibrous Material	6% 2% 92%
	LAYER 2 Skim Coat/ Coating, Purple	LAYER 2 100%	None Detected		Cellulose Fiber Non-Fibrous Material	3% 97%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140299-007	Boiler Room					
7	LAYER 1 Skim Coat, Purple	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
	LAYER 2 Plaster, White	LAYER 2 100%	None Detected		Cellulose Fiber Non-Fibrous Material	3% 97%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%

OPTIMUM
Analytical and Consulting, LLC
85 Stiles Road, Suite 201, Salem, NH 03079 Phone: (603)-458-5247

BULK SAMPLE ANALYSIS REPORT
POLARIZED LIGHT MICROSCOPY

PLM (EPA-40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples, EPA-600/ R-93-116 Method for Determination of Asbestos in Bulk Building Materials) NVLAP Lab Code: 101433-0

CLIENT:	Desmarais Environmental, Inc.	**ORDER #:**	2140299
ADDRESS:	320 Hemlock Lane	**PROJECT #:**	
CITY / STATE / ZIP:	Barrington NH 03825	**DATE COLLECTED:**	
CONTACT:	Ray Desmarais	**COLLECTED BY:**	Ray Desmarais
DESCRIPTION:	PLM Analysis	**DATE RECEIVED:**	10/12/2021
LOCATION:	Masonic Temple, Freedom, NH	**ANALYSIS DATE:**	10/25/2021
		REPORT DATE:	10/26/2021
		ANALYST:	Kristina Scaviola

REPORT OF ANALYSIS

Laboratory ID Sample No.	Sample Location Description	Layer No. Layer %	Asbestos Type	(%)	Non-Asbestos Components	(%)
2140299-008	Entry					
8	Sheetrock Composite, Gray Note: No Joint Compound Present	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	10% 90%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140299-009	Boiler Room					
9	Felt, Black	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	90% 10%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140299-010	Kitchen					
10	Linoleum, Gold	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	1% 99%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140299-011	Kitchen					
11	Adhesive, Note: Insufficient Adhesive for Analysis	LAYER 1 100%				
2140299-012	2nd Meeting Room					
12	Ceiling Panel, Gray Note: No Joint Compound Present	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	10% 90%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140299-013	2nd Meeting Room					
13	Wall, Gray Note: No Joint Compound Present	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	10% 90%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%
2140299-014	2nd Meeting Room					
14	Paper Under Carpet, Gray Note: Appears to be Sheetrock	LAYER 1 100%	None Detected		Cellulose Fiber Non-Fibrous Material	10% 90%
		Total % Asbestos:	No Asbestos Detected		**Total % Non-Asbestos:**	100.0%

Analyst Signatory: _____
Kristina Scaviola

NVLAP TESTING
NVLAP Lab Code: 101433-0

OPTIMUM
Analytical and Consulting, LLC

85 Stiles Road, Suite 201, Salem, NH 03079 Phone: (603)-458-5247

BULK SAMPLE ANALYSIS REPORT
POLARIZED LIGHT MICROSCOPY

PLM (EPA-40 CFR Appendix E to Subpart E of Part 763, Interim Method of the Determination of Asbestos in Bulk Insulation Samples, EPA-600/ R-93-116 Method for Determination of Asbestos in Bulk Building Materials) NVLAP Lab Code: 101433-0

CLIENT:	Desmarais Environmental, Inc.
ADDRESS:	320 Hemlock Lane
CITY / STATE / ZIP:	Barrington NH 03825
CONTACT:	Ray Desmarais
DESCRIPTION:	PLM Analysis
LOCATION:	Masonic Temple, Freedom, NH

ORDER #:	2140299
PROJECT #:	
DATE COLLECTED:	
COLLECTED BY:	Ray Desmarais
DATE RECEIVED:	10/12/2021
ANALYSIS DATE:	10/25/2021
REPORT DATE:	10/26/2021
ANALYST:	Kristina Scaviola

2140299

Sample Log and Chain of Custody Record

Project:	**Masonic Temple Freedom NH**

Normal Turnaround Please

Sample #		Description	Location	Analysis
1		Floor Tile	Entry	PLM ASB
2		Adhesive	Entry	PLM ASB
3		Linoleum	Men	PLM ASB
4		Adhesive	Men	PLM ASB
5		Plaster	Boiler Room	PLM ASB
6		Plaster	Boiler Room	PLM ASB
7		Plaster	Boiler Room	PLM ASB
8		Sheetrock Composite	Entry	PLM ASB
9		Felt	Boiler Room	PLM ASB
10		Linoleum	Kitchen	PLM ASB
11		Adhesive	Kitchen	PLM ASB
12		Ceiling Panel	2nd meeting Room	PLM ASB
13		Wall	2nd meeting Room	PLM ASB
14		Paper under carpet	2nd meeting Room	PLM ASB

Sampled By:	**Ray Desmarais**
Shipped To:	**Optimum**
Received By:	DB 10/12/21 @ 12:30

Aerobiology Laboratory Associates, Incorporated
A Pace Analytical® Laboratory

Telephone: 781-935-3212
Facsimile: 781-932-4857
Email: boston@aerobiology.net

Laboratory Report

Contact: Jamie Noel
Client: Optimum Analytical & Consulting,LLC
Address: 85 Stiles Road, Suite 201
Salem, NH 03079

Batch #: C 308873
Date received: 10/14/2021
Date analyzed: 10/14/2021
Date of report: 10/14/2021
Date of revision:10/27/2021

Project # 2140279
P.O.# N/A
Project Site: 29 Old Portland Rd.
Freedom, NH Masonic Temple

AIHA-LAP, LLC Lab ID 102754

Lead Analysis In Paint Using SOP Based on SW846-7000B/3051
Results in weight percent on an "as received" weight basis

Lab ID	Client ID	Sample date	Description	Result	Reporting Limit	Comments
C 688870	1	10/11/21	Window Casing Ext	33.9	0.021	
C 688871	2	10/11/21	Fire Escape	1.79	0.032	
C 688872	3	10/11/21	Upper Trim	5.62	0.043	
C 688873	4	10/11/21	Front Door	3.41	0.018	
C 688874	5	10/11/21	Front Door Casing	17.7	0.015	
C 688875	6	10/11/21	Window Casing	34.7	0.011	
C 688876	7	10/11/21	Wall Brown	0.894	0.017	
C 688877	8	10/11/21	Baseboard	25.9	0.040	
C 688878	9	10/11/21	Mens Door	0.81	0.018	Paint+Wood
C 688879	11	10/11/21	Wall	0.101	0.017	

Simona Peavey, Tech. Manager Chemistry
Aimee Cormier, Lab Director

Unless otherwise indicated, all samples were received in acceptable condition.
All results apply only to the samples tested and as received and are accurate to no more than three significant figures.
Unless otherwise indicated, all the quality control criteria for the method above have been met.
RL-Reporting Limit(%by weight) Note on units: mg/Kg is the same as ppm by weight.
RL-Reporting Limit; Defined as the lowest concentration the laboratory can accurately quantitate.

Please visit our website at www.proscience.net for the current accreditation status.

AEROBIOLOGY ASSOCIATES, LABORATORY INCORPORATED
A Pace Analytical® Laboratory

Telephone: 781-935-3212
Facsimile: 781-932-4857
Email: boston@aerobiology.net

Laboratory Report

Contact: Jamie Noel
Client: Optimum Analytical & Consulting,LLC
Address: 85 Stiles Road, Suite 201
Salem, NH 03079

Batch #: C 308873
Date received: 10/14/2021
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AIHA-LAP, LLC Lab ID 102754

Project # 2140279
P.O.# N/A
Project Site: 29 Old Portland Rd.
Freedom, NH Masonic Temple

Lead Analysis In Paint Using SOP Based on SW846-7000B/3051
Results in weight percent on an "as received" weight basis

Lab ID	Client ID	Sample date	Description	Result	Reporting Limit	Comments
C 688880	12	10/11/21	Wall Rd	4.97	0.020	
C 688881	13	10/11/21	Wall White	0.165	0.043	
C 688882	14	10/11/21	Post	10.2	0.023	
C 688883	15	10/11/21	Ceiling	0.165	0.032	
C 688884	16	10/11/21	Closet Wall Yellow	24.5	0.043	
C 688885	17	10/11/21	Stringer	1.78	0.024	
C 688886	18	10/11/21	Tread	0.240	0.040	
C 688887	19	10/11/21	Door Casing	9.20	0.017	
C 688888	20	10/11/21	Baseboard	5.02	0.088	
C 688889	21	10/11/21	Wall	0.295	0.033	

Simona Peavey, Tech. Manager Chemistry
Aimee Cormier, Lab Director

Unless otherwise indicated, all samples were received in acceptable condition.
All results apply only to the samples tested and as received and are accurate to no more than three significant figures.
Unless otherwise indicated, all the quality control criteria for the method above have been met.
RL-Reporting Limit(%by weight) Note on units: mg/Kg is the same as ppm by weight.
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Aerobiology Laboratory Associates, Incorporated
A Pace Analytical® Laboratory

Telephone: 781-935-3212
Facsimile: 781-932-4857
Email: boston@aerobiology.net

Laboratory Report

Contact: Jamie Noel
Client: Optimum Analytical & Consulting,LLC
Address: 85 Stiles Road, Suite 201
Salem, NH 03079

Batch #: C 308873
Date received: 10/14/2021
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Date of revision:10/27/2021

AIHA-LAP, LLC Lab ID 102754

Project # 2140279
P.O.# N/A
Project Site: 29 Old Portland Rd.
Freedom, NH Masonic Temple

Lead Analysis In Paint Using SOP Based on SW846-7000B/3051
Results in weight percent on an "as received" weight basis

Lab ID	Client ID	Sample date	Description	Result	Reporting Limit	Comments
C 688890	22	10/11/21	Wall	0.322	0.039	Paint+Paper

Simona Peavey, Tech. Manager Chemistry
Aimee Cormier, Lab Director

Unless otherwise indicated, all samples were received in acceptable condition.
All results apply only to the samples tested and as received and are accurate to no more than three significant figures.
Unless otherwise indicated, all the quality control criteria for the method above have been met.
RL-Reporting Limit(%by weight). Note on units: mg/Kg is the same as ppm by weight.
RL-Reporting Limit; Defined as the lowest concentration the laboratory can accurately quantitate.

Please visit our website at www.proscience.net for the current accreditation status.

Aerobiology Boston

From: Jamie Noel <jamie.noel@optimumanalytical.com>
Sent: Wednesday, October 27, 2021 8:18 AM
To: Aerobiology Boston; Kristina Scaviola; Ann Berrigan
Subject: RE: C308872 and C308873 Reports 33 Old Portland Rd., Freedom, NH
Attachments: C308873 Report 33 Old Portland Rd., Freedom. NH.pdf

Hi Guys,

Can you amend the report address to **29 Old Portland Road Freedom, NH Masonic Temple?**

Thank you

From: Aerobiology Boston <boston@aerobiology.net>
Sent: Wednesday, October 20, 2021 3:45 PM
To: Jamie Noel <jamie.noel@optimumanalytical.com>; Kristina Scaviola <kristina.scaviola@optimumanalytical.com>; Ann Berrigan <ann.berrigan@optimumanalytical.com>
Subject: C308872 and C308873 Reports 33 Old Portland Rd., Freedom, NH

Good afternoon:
Your report is attached.
Paula

We appreciate your business!

Aerobiology Laboratory Associates Inc.
22 Cummings Park
Woburn, MA 01801
Lab (781) 935-3212
Fax (781) 932-4857

This e-mail (and the documents accompanying it) is intended only for the use of the individual to which it is addressed. It may contain confidential information, which is privileged belonging to the sender. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution on the contents of this information is strictly prohibited. If you have received this transmission in error, please notify us and destroy this item and its attachments.

Turner Septic Inspections

PO Box 1753 North Conway NH 03860

Septic Inspection Report

Inspection date	9/3/2021
Site Location	33 Old Portland rd., Freedom, NH 03836
Weather	partly cloudy, 72
Client	Bergeron Technical
Mailing Address	
Phone	603-356-0022
Email	Shawnb@bergerontechnical.com

Design Capacity	building was an old school, converted to town offices
Actual number of bedrooms	none
Number of Bathrooms	one
Year Round or Seasonal Occupation	year round, Daytime
Garbage disposal present	no
Dishwasher present	no
Washing machine present	no

Septic Tank

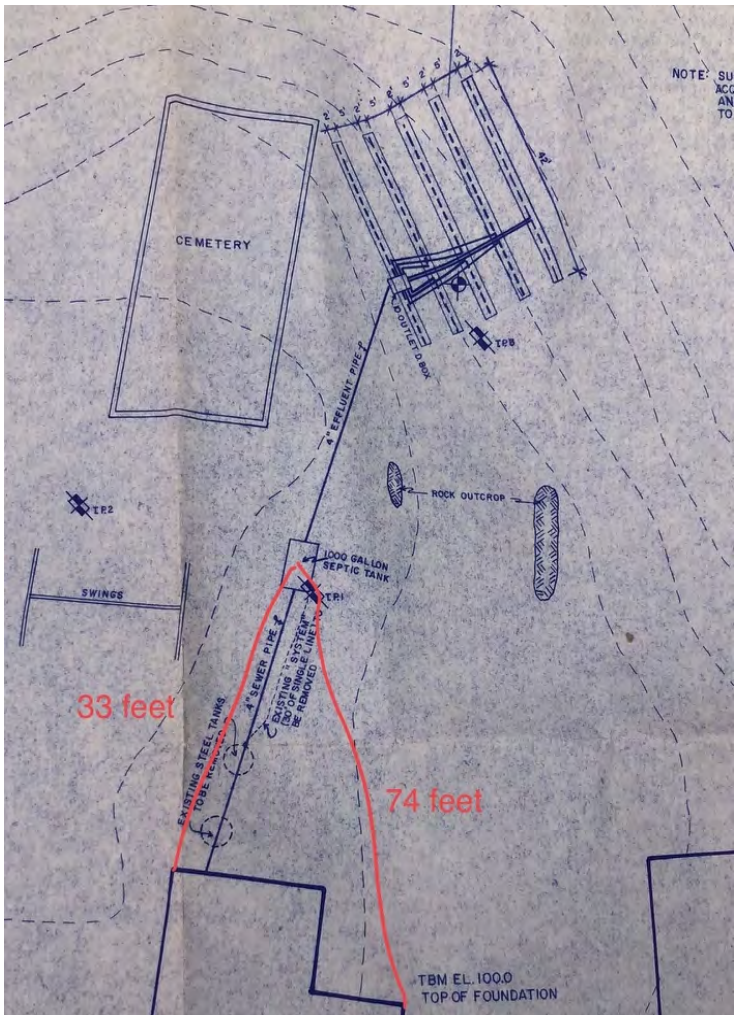
Condition	fair, no visible cracks
Intake pipe	pvc, good flow
Baffles	concrete, fair condition
Tank Type	concrete
Tank Capacity	1250 gallon
Access for Tank Cleaning	yes
Filter	no
Depth to Cover	12"
Liquid Level	pumped day before inspection
Solids Level	"
Scumm Level	"
Distance to Well	town water

Pump Station	N/A

Tank and Cover
Access to Pump Station
Pump Working
Alarm Float
Pump Float
Effluent Filter
Access for Filter Cleaning
Depth to Cover
Access Riser

Disposal Field

Type of field	stone and pipe trenches
Disposal field located	yes
Size of field in square feet	42'x25' approximately
Condition of Field	leach field was dry, with appropriate signs of use for its age grown trees present in/above leach field
Additional Comments and Summary	septic system appears in working condition. septic tank was pumped prior to inspection, so system could not be loaded for perc test. trees in/above leach field should be removed, and Root Kill applied



Company Disclaimer
All statements are the opinions of Turner Inspections

1. In order to do a thorough inspection of the Subsurface Wastewater Disposal System, Turner Inspections must physically dig up covers on septic tanks and dig inspection holes. These will be conducted with the least disruption of property as reasonably possible.
2. Based upon what we were able to observe and our experience with on-site wastewater technology, we submit this Subsurface Wastewater System Inspection Report based on the present condition of the on-site sewage disposal system. Our company has not been retained to warrant, guarantee, or certify the proper functioning of the system for any period of time in the future. Because of the numerous factors (usage, soils characteristics, previous failures, ground water, etc.) which may affect the proper operation of a septic system as well as the inability of our company to supervise and monitor the use and maintenance of the system, this report shall not be construed as a warranty by our company that the system will function properly for any particular prospective buyer. Turner Inspections disclaims any warranty, either expressed or implied, arising from the inspection of the septic system or this report. We are also not ascertaining the impact the system is having on the ground water.

Inspection Performed by:
Seth Turner of Turner Septic Inspections
State of NH Septic System Evaluator #0197
1727 East Conway rd.
Center Conway, NH 03813

603 307 4973

This report was completed in accordance with minimum reporting criteria. The information contained in this report accurately describes the conditions observed relative to the specific items referenced in this report that existed on the inspection date. I have studied the information contained herein and assert that my assessment is honest, thorough, and to the best of my ability true and correct.

Town Office Advisory Committee
Town of Freedom
PO Box 227
Freedom, NH 03836

February 2, 2021

Mr. Shawn Bergeron
Ms. Kate Richardson
Bergeron Technical Services, LLC
PO Box 241
North Conway, NH 03860

Dear Shawn and Kate,

This is the committee's input into BTS' development of a formal proposal and agreement form between the town of Freedom and BTS to complete a feasibility study for rehabilitation and/or addition to the existing town office. This is the committee's best effort to describe the work. If you find we have left out important activities, please add them and highlight their inclusion for the committee to review.

Warrant Article Language

At the March 10, 2020 town meeting, the Board of Selectmen proposed Article 30 to form the Town Office Advisory Committee. The original article included looking at a new building site, but it was amended to focus only on the existing Town Office. The language is below:

> Article 30 (as amended on the floor):
> To see if the Town will vote to raise and appropriate the sum of $40,000 (forty thousand dollars) to conduct a feasibility study for the restoration and/or addition to the existing Town Office and further to create a Town Office Advisory Committee to consider ways to optimize the Town Office space, accessibility and mobility needs with $40,000 to come from the previously established Municipal Land and Building Capital Reserve Fund. No amount to be raised from taxation. Recommended by the Board of Selectmen 3-0

Committee's Goals for the Town Office Building

Things to Protect

- Preserve the first and second floor lobbies
- Preserve the staircase
- Maintain look of the exterior of the building
- Find alternatives for using the second floor of the town office building for more than storage

Possibilities (Perhaps, in a later phase)

- Replace vinyl siding with clapboards
- Restore cupola

Committee's Options (BTS may propose another option that might meet space needs)

1. Rehabilitate the town office building (only) to meet space needs.
   a. No ADA provisions for public use of second floor
   b. Access second floor with elevator or simpler handicapped lift
2. Rehabilitate the town office and the Masonic temple to meet space needs

Project Steps

1. Evaluate structures
   a. Update analysis of town office building
   b. Analyze the Masonic temple building
2. Determine base needs and wants
   a. Interview department heads
   b. Review with committee
   c. Consider impact of technology on these needs
   d. Identify life safety and accessibility requirements for using these buildings
3. Generate preliminary schematics for alternatives (1a, 1b, 2 above and/or a potential BTS alternative) to determine how to meet the needs
4. Jointly (with the committee) create and execute a communications plan for educating the community on needs and alternatives, solicit community input, and build support for the project
5. Develop presentations and host community meetings on alternatives
6. Develop cost estimates for the top 2 alternatives
7. Draft one (preferably) or two warrant articles for the March 2023 town meeting

Timing:

The committee decided to postpone its work for a year to work with BTS. Your current schedule to start in August for a November/December 2021 completion will not give the committee sufficient time to do community outreach, engage the community, and gain support. The committee wants to have the summer months to work with the community. At our January 22 meeting, you said the delay would allow you to start in later spring and complete in the summer. Please specify the detailed schedule that you can meet in your proposal.

If you need any additional information to complete your work, please contact me at annebcunningham@gmail.com or 917-930-3046.

Sincerely,

Anne B. Cunningham
Committee Chair

- ***Answers underlined in bold were expressed and emphasized by multiple staff***
- *Answers underlined were expressed by multiple staff*

Your NEEDS list: What do you need to do your job? (e.g., amount of space, areas for storage, Wi-Fi, number of electrical receptacles) This list can be things you have or do not have currently.

- ***More Space***
- *Service window/counter*
- *Better storage solution for records – on site, one area, climate controlled*
- *Better internet service*
- *More electrical receptacles*

Your WANTS list: Items that would be nice to have to help you do your job and enjoy your space/working environment but are not necessary for you to do your job.

- *Single story office area for all staff*
- *Pest control (hornets and rodents)*
- *Separate staff & public restrooms*
- *Breakroom/kitchenette & personal item storage (coats, purses) – Staff room*
- *Small meeting room with plan table*

Is there anything currently missing from your office or workspace that you need to your job effectively?

- ***Legitimate, safe, consolidated file storage***
- *Easy access to printing and scanning*

Is there any feature of your office or workspace that is outdated or that you do not currently need?

100-amp electrical service – larger needed and constantly throwing breakers

What do you enjoy most about the Town Office building? (You can list as many things as you'd like)

- *No responses to this question (Several mentions of the building not being ideal for offices)*

What bothers you most about the Town Office building? (Again, list as many things as you'd like)

- *Does not work effectively as a town office building*
- *Too much maintenance has been deferred for too long*
- *Driveway access*
- *Parking configuration (also parking not defined – no striping)*
- *Soft, sloping floors*

Do you feel the Town office building is safe in the event of an environmental emergency, such as a fire or weather event?

- *All no's – lack of legitimate exits/egress from both floor levels mentioned. Exterior door in Leen's office does not operate as it should , fire escape door is hard to open and no one feels comfortable using the fire escape.*

Do you feel the Town office building is safe in the event of a security emergency (break-ins, theft, staff physical safety)?

- *All no's. There is no accountability for access to staff-only areas. (Similarly, no control over sensitive information)*
- *There is no legitimate separation of the staff areas from the public areas, and staff are subject to the public without a barrier (service windows desired)*
- *Staff are unable to monitor the parking area and entry door*

Do you feel your office is too difficult to access by the public, adequately accessible by the public or too easy to access by the public?

- *Too accessible at the main floor level and not accessible enough at upper floor (both able-bodied and disabled visitors)*

How do you feel about the interior environment of the building? (Heating, cooling, ventilation, lighting, noise from adjacent areas, noise from the exterior)?

- ***Air quality is #1 concern***
- *Interior environment is not controllable*
- *Building in general is drafty – especially near/around windows*
- *Lighting is insufficient and not adjustable (dimmers would be nice)*
- *The second story of the building is warm to hot throughout the year*
- *The interior environment is not suitable for storage of documents and office supplies. Humidity has damaged*
- *High ceilings make climate control difficult and inefficient*

If you regularly work with other Town staff or departments, which?

- *Admin works closely with all departments*
- *Building-zoning work closely together*

Does your office provide you with enough privacy from other staff?

- *Staff can easily hear between adjacent offices*

Does your office provide you with enough accessibility to other staff? If no, which staff members or departments need to be more accessible to you?

- ***Departments on separate floors are not easily accessible to each other***

Do you have any other comments you would like to add regarding the Town Office building?

- ***Building access – specifically the driveway being so steep***
- *Parking is not defined, there have been several incidents*
- *Floors are soft and sloping – concern over heavy furniture tipping*
- *Septic has backed up multiple times in recent history*
- *The flow of the building is not ideal for offices*

- *Upper level needs to be accessible if offices are to remain*

As the people who use the Freedom Town Office the most and are there for extended periods of time, your input is invaluable towards improving the space and functionality of the Town Offices. The following questions relate to the Freedom Town Office Building. We would like to hear your needs and wants relative to the building and its systems. For example:

- The heating, ventilation, and air-conditioning (HVAC) system
- Electrical system
- Plumbing system
- Spaces, areas, and facilities provided to staff and the public in and around the building
- Special needs or wants that you feel should be provided

1. Your NEEDS list: What do you need to do your job? (e.g., amount of space, areas for storage, Wi-Fi, number of electrical receptacles) This list can be things you have or do not have currently.
2. Your WANTS list: Items that would be nice to have to help you do your job and enjoy your space/working environment but are not necessary for you to do your job.
3. Is there anything currently missing from your office or workspace that you need to your job effectively?
4. Is there any feature of your office or workspace that is outdated or that you do not currently need?
5. What do you enjoy most about the Town Office building? (You can list as many things as you would like)
6. What bothers you most about the Town Office building? (Again, list as many things as you would like)
7. Do you feel the Town office building is safe in the event of an emergency? For example, a fire or weather event?
8. Do you feel the Town office building is secure, either during or outside of working hours? (break-ins, theft, staff physical safety)
9. Do you feel your office is too difficult to access by the public, adequately accessible by the public or too easy to access by the public?
10. How do you feel about the interior environment of the building? (Heating, cooling, ventilation, lighting, noise from adjacent areas, noise from the exterior)?
11. If you regularly work with other Town staff or departments, which ones?
12. Does your office provide you with enough privacy from other staff?
13. Does your office provide you with enough accessibility to other staff? If no, which staff members or departments need to be more accessible to you?
14. Do you have any other comments you would like to add regarding the possible renovation and continued use of the Town Office building?

Bergeron Technical Contact Information:
Kate Richardson, Project Manager
Ph. 603.356.0022
Email: KateR@BergeronTechnical.com

BERGERON
TECHNICAL SERVICES LLC
P.O. Box 241
North Conway, New Hampshire 03860

Town Office Advisory Committee
Anne B. Cunningham, Committee Chair
Town of Freedom
P.O. Box 227
Freedom, NH 03836

May 12th, 2022

Reference: Masonic Temple

Dear Anne,

Please express our thanks to your committee for taking time to meet with me and Kate last week. From our perspective we felt the meeting was quite productive as both sides were able to bring the other up to speed on their thoughts and findings. This letter is in response to your request to quickly summarize our thoughts about the Masonic Temple.

As we talked about when we met, we inspected the Temple from bottom to top. We started by thoroughly investigating the crawl area beneath the building and completed our efforts up in the attic area.

Beginning beneath the building, we found the floor structure and its supports to be in relatively good condition, particularly when one considers the age of the building. We did note some powder post beetle activity and some vertical supports that need to be improved but nothing that cannot be repaired. Interestingly the crawl area is very dry and appears to have always been that way. In a few concentrated areas beneath the building, we noted piles of wood shavings that may remain from when the building was built. As someone who enjoys working with hand tools, Shawn couldn't help but to think that he may have found the remnants of mortise and tenon joints having been cut by hand tools many years before. It is hard to imagine these shavings would still be as intact as what we found but we have no other explanation! As mentioned, the lowermost floor and its supports are adequate and can be reasonably improved.

Above the lowermost floor, the building's structural abilities deteriorate quickly.

Based on some historical research and conversation with long-term Freedom residents, we learned the original building had been a church and was primarily a single-story of post and beam construction. For the original structure, structural bents were placed perpendicular to the long axis of the building, with the bents being the component that supported the walls and roof. Recall that this had originally been a single-story building – other than the area immediately inside the main (south) entry. Beyond the south entry, to the north, the majority of the building had the main (slightly above grade level) floor, with what was likely a wonderful, vaulted ceiling up to the underside of the gable roof. At the eaves, the transition from the vertical outside walls to the sloped gable roof was transitioned in graceful plaster arches. In its life as a church, there were two components that visually interrupted the floor to ceiling exposure. The first would have been horizontal "collar ties" running laterally from east to west at each structural bent. The second was a "king post" which was a vertical tension member running from the underside of the ridge beam, downward to the center of each collar tie. The king post held the middle of the collar tie from sagging downward as in order for the collar ties to sag, each would have to have pulled the king post, and therefore the roofs ridge beam, downward. The combination of the collar ties and king posts were important as they performed the important function of laterally connecting the eave walls together, holding the two long-axis walls straight and plumb, and also preventing the roof from dropping downward. Unfortunately, when the upper floor was constructed, the collar ties and king posts were likely "in

the way" as their orientation across the narrow dimension of the building and hanging downward from the ridge, probably placed a "head bumper" at each bent. Our belief is that the upper floor was built and then, the collar ties and king posts were removed. With these important structural members removed, there began a slow but likely consistent structural deterioration where the east and west wall splayed outward, and the roof dropped downward. Before the collar ties were removed however, the tradesmen knew that some component was needed to tie the long axis exterior walls together and they attempted to accomplish this task and another, by installing the vertical columns, the lateral support beams (concealed within the floor/ceiling assembly) and lateral tension rods and bridges which can be observed in the main level meeting room. These components were to accomplish two tasks; the first to offset the outward forces on the long axis walls/prevent the roof from dropping downward but also, the beams that are concealed within the ceiling above the tension rods are supporting the second floor's floor joists. These joists represent a more common (by today's standards) "stick built" type of construction as compared to the original post and beam. The floor joists beneath and supporting the Masonic Temple floor are oriented north to south, running parallel to the long axis of the building. These joists are supported at their bearing ends by the concealed beams. Unfortunately, the vertical columns, tension rod ties and concealed beams are either insufficient to offset the structural loads that are applied to them (upper floor live and dead load in addition to splaying forces from roof loads) or their placement is too low which has allowed downward and outward movement despite their presence. The splaying of the long axis (eave) walls and the downward movement of the roof can best be observed from the exterior of the building. The former by viewing down the length of the roof eave from ground level and the latter by viewing up the roof slope from below the eave. In addition to the flawed second-floor construction, various roof related building components from the uppermost roof supporting beam along the east wall to the supportive purlins and roof sheathing have deteriorated with only some having been improved over time. At the east side of the building, the uppermost eave wall support beam has been somewhat repaired and the roofs structural members and sheathing somewhat repaired and replaced. At the west roof slope, the roof sheathing and structural components appear to be original.

What to do from here?

First, please know that Bergeron Technical enjoys the building and its history and we have a long history of helping our clients in saving old structures. Some examples are the Madison Town Hall, the Majestic Theater, the Ossipee Freight House, and the Wolfeboro Freight House. With those examples presented, we have to say we are concerned for the future of this building. The main floor level is structurally adequate for reasonable use however "reasonable" needs to be carefully defined. At the upper floor, from a structural perspective, we are not comfortable with anything more than very light occupancy and any occupancy should be relatively static. A large dance group and observers, for example could be disastrous. Also, the time of year and accumulation of snow and ice on the roof has to be considered. Accumulated snow load will likely be the greatest load the building is normally exposed to and with the moderately rusted and mechanically fastened steel roofing, snow accumulations will likely remain in place longer that what many would expect. Additionally, the building is not heated during the winter which also leads to accumulated snow remaining on the roof. The other structural (roof) condition that has to be considered is unbalanced loads, the transfer of energy laterally across the roof when one side of the roof sheds accumulated snow yet the snow on the opposite side remains.

In addition to structural concerns which are building code items, we also must mention life safety concerns which are fire code related. At the main (grade floor) level there are two exits, the main entry at the south gable and a single door at the southwest corner of the main meeting room. Because these exits are very close to one another it is possible that should one become unavailable for example because of a fire emergency, the other

could be unavailable too. At the Masonic Temple level, should the main (south) stairway become unavailable, upper floor occupants would have to use the steel fire escape that is fastened to the north gable end wall. We have little faith that this egress element would remain structurally sound should a few occupants be moving quickly downward. Additionally, in the event of a loss of electrical power, both building levels would be thrown into total darkness as there are no emergency lights.
Let's consider the ultimate questions as we know they are going to be asked:

1. Can this building be saved?
   - Absolutely, Bergeron Technical can help our clients save almost any building.
2. From the structural perspective, which is the place to begin, what would saving this building entail?
   - First, you would have to identify the use of the building and its configuration. Most importantly we need to know if the people of Freedom want to continue with having the two building levels, which we believe is required however, this should be verified.
   - The second step would require a detailed structural documentation of all building components and a determination of which ones can be saved, which ones need to be improved and which ones will need to be replaced. This will require an in depth and somewhat destructive structural analysis and detailing of the building's structural components which would lead to the development of a structural improvement plan. This plan would be based on the requirements of the International Existing Building Code, not the International Building Code as this would be the rehabilitation of an existing structure.
3. Is it "worth it" to save this building?
   - Only the people of Freedom can answer this question. The more in-depth structural review and plan will cost at least twenty-thousand dollars and perhaps more. When that's complete, you would only have the plan to make the necessary improvements.
   - Implementation of the structural improvement plan, even with us not knowing what that will entail at this time, could cost a lot of money. With approximately 2,200 square feet of building to structurally improve, at $75.00 per square foot for improvements (which may be low in this current construction-cost environment) the cost would be one hundred sixty-five thousand dollars.
4. Then, with the structural improvements having been completed, the building will still need improvements to its electrical, plumbing and heating systems along with improvements to handicap accessibility and means of egress.

Thank you for asking Bergeron Technical to assist in this important study. Please know that we want to help the people of Freedom make informed decisions so don't hesitate to ask questions. We will do the best we can to answer them accurately.

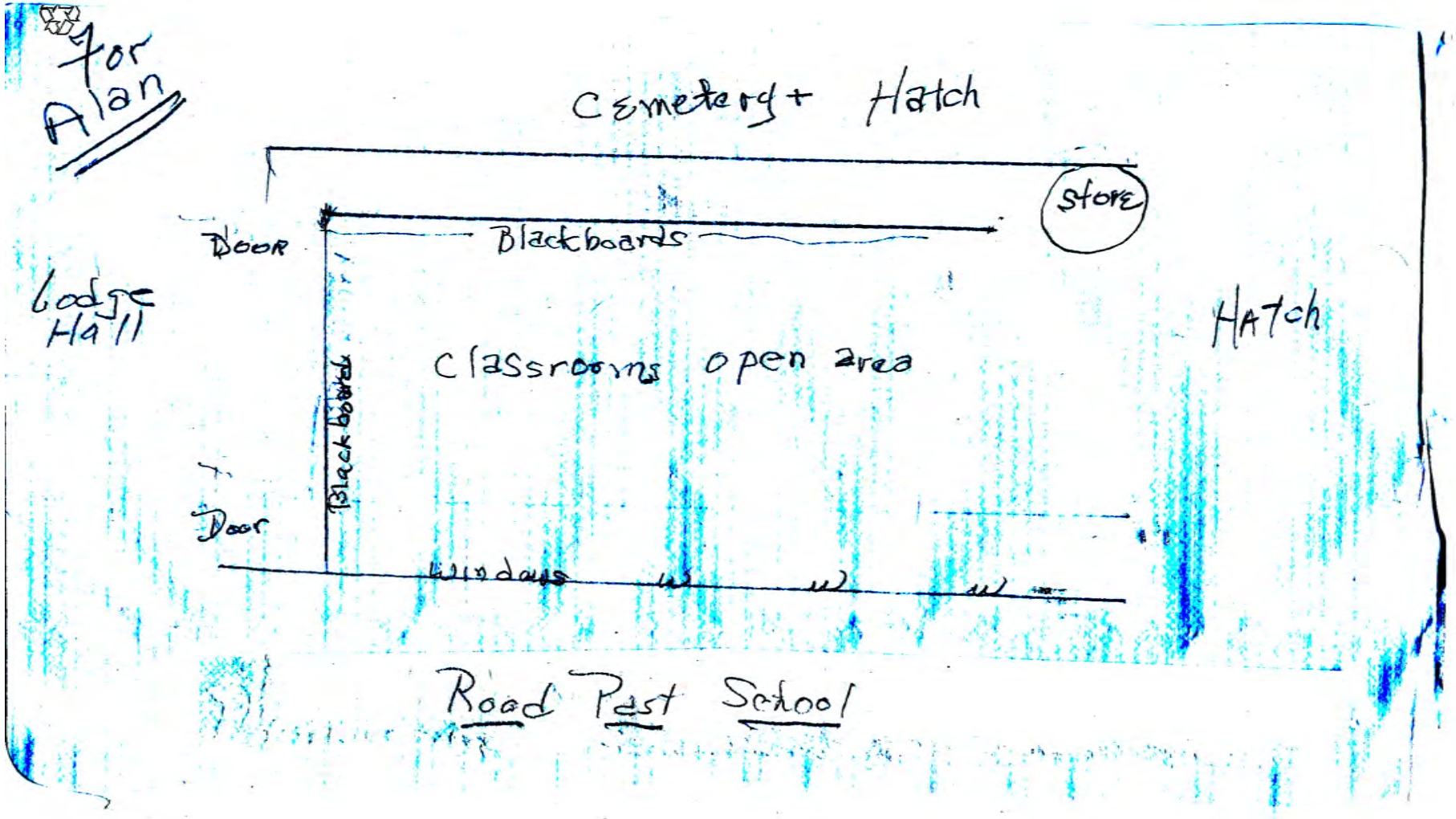
Sincerely,
Bergeron Technical Services, LLC

Shawn G. Bergeron, Sr.
Manager/Owner

ICC Certified Building Inspector
INTERNATIONAL CODE COUNCIL
Shawn G. Bergeron

Katharine M. Richardson
Project Manager/Owner

Certified Fire Protection Specialist
Katharine
NFPA
Richardson
#4223


for Alan
Cemetery + Hatch
Store
Door
Blackboards
Lodge Hall
Hatch
Classrooms open area
Blackboard
Door
Windows
Road Past School

SCHOOLHOUSES

The old Freedom Village school was moved from where the schoolhouse now sets or stands over where Ann Richardson now lives. That house is the original old schoolhouse made into a dwelling house. John Lovering and his wife, Serina, moved in there soon after it was moved. I remember when they lived there. I think this old schoolhouse was moved part way over at first and school was held in it until the new one was ready about 1895.

In the present schoolhouse, there is what was called a class room where two of us used to go in and study or do over classwork when I went to school there. It is used now more for a storeroom for school supplies, etc.

They didn't walk around the room when they wanted to, whisper or pass things back and forth without permission. No one left the room without putting their hand up first and getting a "yes" or "no" from the teacher. They did not leave the school grounds without permission and a good reason for permission.

There was a big rope that hung back of the door upstairs that rang the bell in the belfry. This bell was rung at 9 o'clock, 10:30 recess, noon and 2:30 recess in P.M.. School closed at 4 P.M. The children took turns ringing the bell. After the fire in May, in the early 1930's, the bell was taken down and never used.

The coats and hats were hung on hooks in the hall upstairs and down in the village school and in the district schools.

A couple of rows of seats have been taken out of the village school on left hand side going in and a bulletin board put in there the length of the seats with a seat like on back to put dinner pails. In years back, the dinner pails were put under the seats.

The children played ball down back of the village school in what they called the old baseball field.. That was usually at noon as they had an hour then.

Silas Brooks moved the old schoolhouse with oxen and was two days moving it, I have been told. A man by the name of Al Stacy came along and told him to jack up the back end as it was digging into the ground. Stacy told Brooks it should have been moved in one day.

My mother, Carrie Mills Eastman, has told me that my father, Greenleaf H. Eastman, and his brother, Charles Eastman, painted the new village schoolhouse the first time it was painted. They both were painters by trade.

All the schools in twon had 8 grades. The village school having two rooms had four grades in each room.

There was a pail of water with a ladle in it or hanging on a hook beside of pail and the children all used the same ladle to drink from.

They had English, Reading, Writing, Spelling, History, Arithmetic and Geography. The writing was called Penmanship.

(This information was written in 1974 - 1975 by Blanche A. (Eastman) Watson.