

TOWN OF SUDBURY COMMUNITY PRESERVATION COMMITTEE

PROJECT SUBMISSION FORM

Submitter:

Group or Committee Affiliation (if any):

Submitter's address and phone number:

Sudbury Building Department – James Kelly
275 Old Lancaster Road
Sudbury, MA 01776

Submission Date: October 31, 2007

Purpose (please select all that apply):

Open Space

Community Housing

Historic

Recreation

Submitter's email address: kellyj@sudbury.ma.us

Project Name: Town Hall Window Restoration

Project Description: Restoration of existing wood windows located on the second floor of Town Hall.

Costs:

Fiscal Year	Total Project Cost	CPC Funds Requested	Other Funding Sources (amount and source)
2009	46,800	46,800	none
2010			
2011			
2012			
2013			
Total			

How does this project meet the General Criteria and Category Specific Criteria for CPC projects (see attached)?

See attached

Does this project fall within the jurisdiction or interest of other Town Boards, Committees or Departments? If so, please list the boards, committees or departments, whether applications and/or presentations have been made, and what input or recommendations have been given.

The Town Hall window restoration must receive approval from the Historic District Commission. An application for a Certificate of Appropriateness has been submitted to the HDC for their approval.

For Community Preservation Committee Use:

Form Received on: _____

Project Presented to CPC on: _____

Reviewed by: _____

Determination: _____

Sudbury Building Department

Town Hall Window Restoration – General Criteria

This project is consistent with the Town's Comprehensive Facility Study. It has received support from other boards including but not limited to the Historical Society, the Historic District Commission and the Historical Commission. This project will preserve the essential character of the Town as described in the Master Plan. The project will save an important element of the history of Sudbury.

- Protect, preserve and enhance the historic and architectural resource of a town owned building that is actively used by the community.
- The project will increase the energy efficiency of the building and reduce the natural gas usage.
- Building is located in historical Old Sudbury Center in a highly visible location.

This proposed restoration project is for the complete restoration of nineteen (19) twelve-over-twelve light windows in the Town Hall, four (4) eight-over-twelve light windows and three (3) half-round fixed windows on the gable ends. The restoration process includes:

- Remove sash from openings.
- Remove all glazing putty using steam stripper or Silent Paint Remover.
- Number and label unbroken glass panes.
- Remove all paint from interior and exterior surfaces.
- Repair sash as needed.
- Glue and clamp any joints that have separated
- Prime sash with oil based primer
- Re-glaze
- Replace any broken panes of glass.
- Prime interior with oil based primer and paint with customer specified paint.
- Install spring bronze weather stripping for upper and lower sash.
- Replace parting stops.
- Replace sash cords with sash chain, if necessary.
- Install sash lock at meeting rail.
- Scrape excess paint from window well bottom, prime and paint.
- Check fit and ensure easy operation and tight weather seal.
- Scrape, sand, prime and paint exterior trim and frame.
- Install new storm windows.

The restoration of the Town Hall windows has been estimated to cost \$1800 per window. There are 26 windows on the second floor of the Town Hall for a total cost of \$46,800. The estimate provided to the Building Department is attached. The estimated cost of the storm windows is approximately \$300 per window and is included in the total cost.

As an alternative to restoring the existing windows, we obtained an estimate from Marvin Windows for a similar sized, new wood window. The cost of a new window similar to the existing one but with insulated glass, not including the labor to remove the existing window, and install the new window is \$2,483.

September 28, 2007
Proposal for James Kelley, Sudbury Town Hall
Re: Town Hall Windows

This proposal is for the complete restoration of the twelve over twelve light windows in the Town Hall. This estimate is based on observations made while working on the Sudbury Grange Hall, no interior examination has been made. Some choices, like for weatherstripping may change once we observe the actual window sash. Our process for restoration includes:

Remove sash from openings, check condition of storm windows and close.
Remove all glazing putty using steam stripper or Silent Paint Remover (in Topsfield workshop)
Number and label unbroken glass panes
Remove all paint from interior and exterior surfaces
Repair sash as needed. Most sash have broken muntins, many have rot on lower sash.
 Repair any weak or rotted areas by removing damaged material and replacing with Flex Tec HV epoxy from Advanced Repair, Inc. Repair broken muntins with custom milled replacement parts.
Glue and clamp any joints that have separated
Prime sash with oil based primer
Re-glaze
Replace any broken panes of glass with antique glass
Prime interior with oil based primer and paint with customer specified paint
Prime exterior with oil based primer and paint with customer specified paint
Install spring bronze weather stripping for upper and lower sash
Replace parting stops
Replace sash cords with sash chain
Install sash lock at meeting rail
Scrape excess paint from window well bottom
Check fit and ensure easy operation and tight weather seal

For each 12 over 12 window I would estimate the following expenses

Labor - \$1,400 per window
Antique glass panes \$11.00 each (as needed)
Sash chain \$19.50
Spring bronze weather stripping \$8.25
Solid brass sash lock \$12.75
Parting stops \$9.75

Estimated total \$1,460-\$1,500 per window

From the photos sent, it looks like there are some 9/12 windows. If so, they would be \$1,100 each.

Notes on Site

I would strongly urge the replacement of all storm windows. Many do not fit properly and are not providing proper weather protection. If this is done before the sash restoration we can check the fit and installation of new storm windows. We do not sell or install storm windows.

We check the condition of the sill and the stool when we are working on the sash, but if there is major repair to be made we prefer the contractor to make repairs.

Work Schedule

We generally prefer to work on 5-6 windows at a time, allowing three to four weeks from removal to re-installation per set of windows. If there is other work being done on the structure we prefer to time our work so that re-installation can be completed after plaster is completed but before trim is installed.

Payment Schedule

We would need a deposit of \$5,000 at commencement of the project. Windows will be invoiced as they are completed.

Warranty

We stand behind the quality our work. With proper paint protection, these windows and doors should last for another hundred years and provide beauty and weather protection as originally designed.

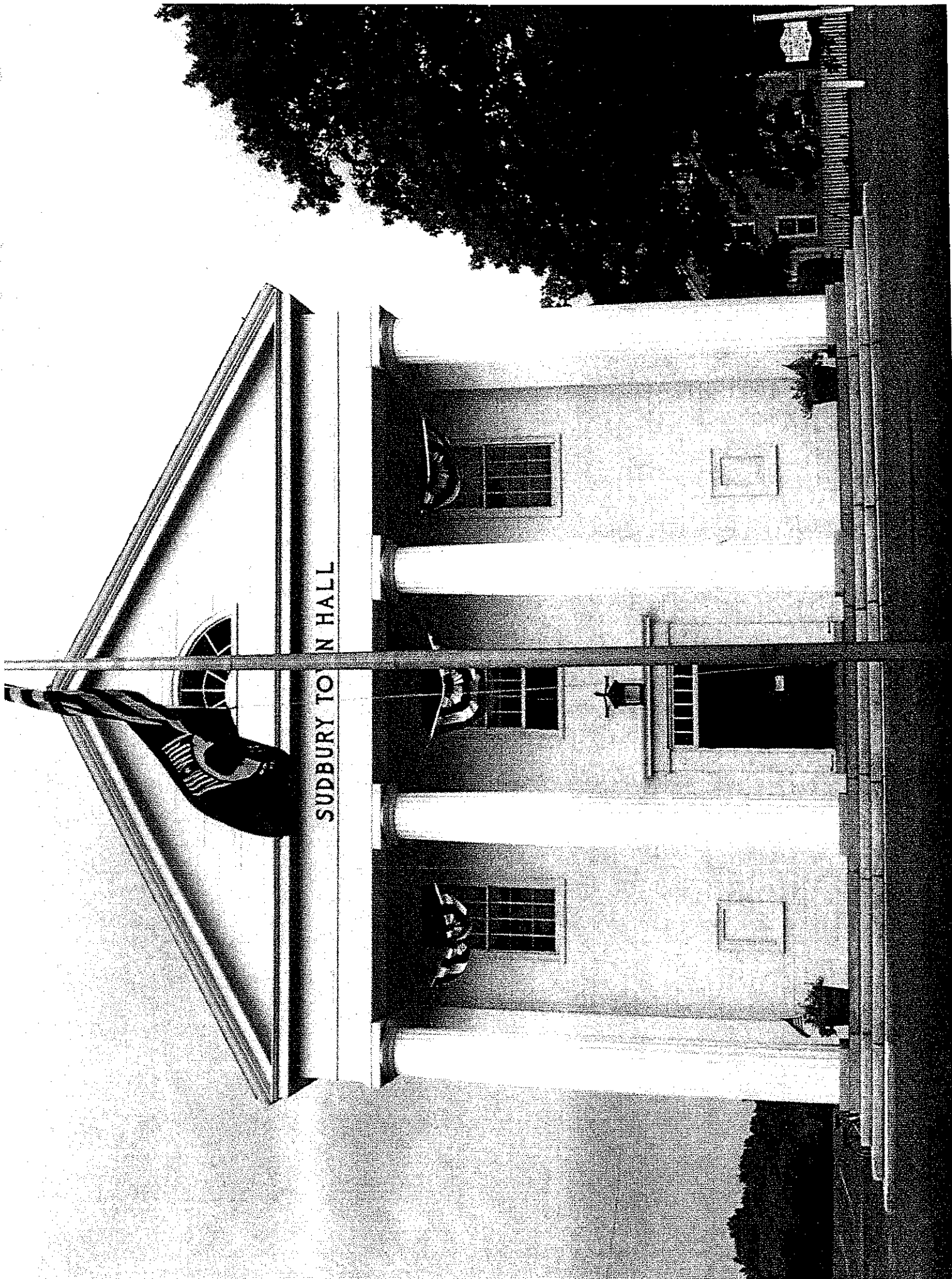
We do not use chemical paint strippers, only heat, steam, and manual removal. We practice safe lead paint handling and removal processes.

About our company

Window Woman of New England was established in 2003. A list of references is attached. Our team consists of myself (who is always on site when work is being performed) two full time restoration specialists and one part time preservation carpenter and window restoration specialist. We are a certified Women Owned Business and are fully insured.

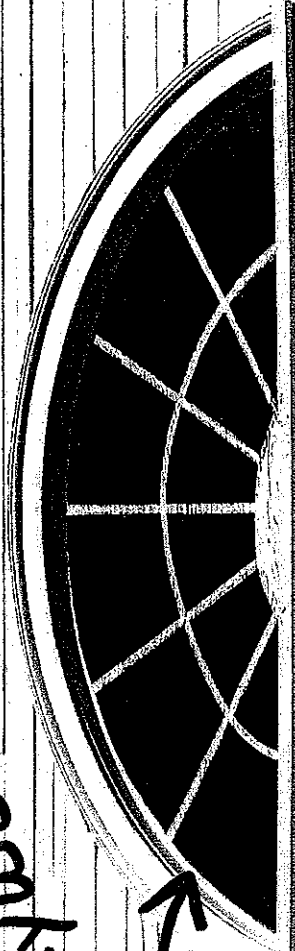
If any further information or clarification is needed please don't hesitate to contact me at 978-561-1062 or via email at ahardy@window-woman-ne.com.

Alison J. Hardy, Owner
Home Improvement Contractor #150324

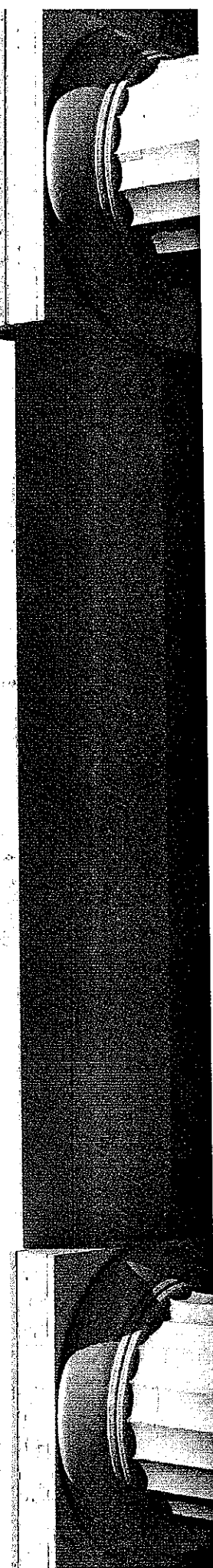


SUDBURY TOWN HALL

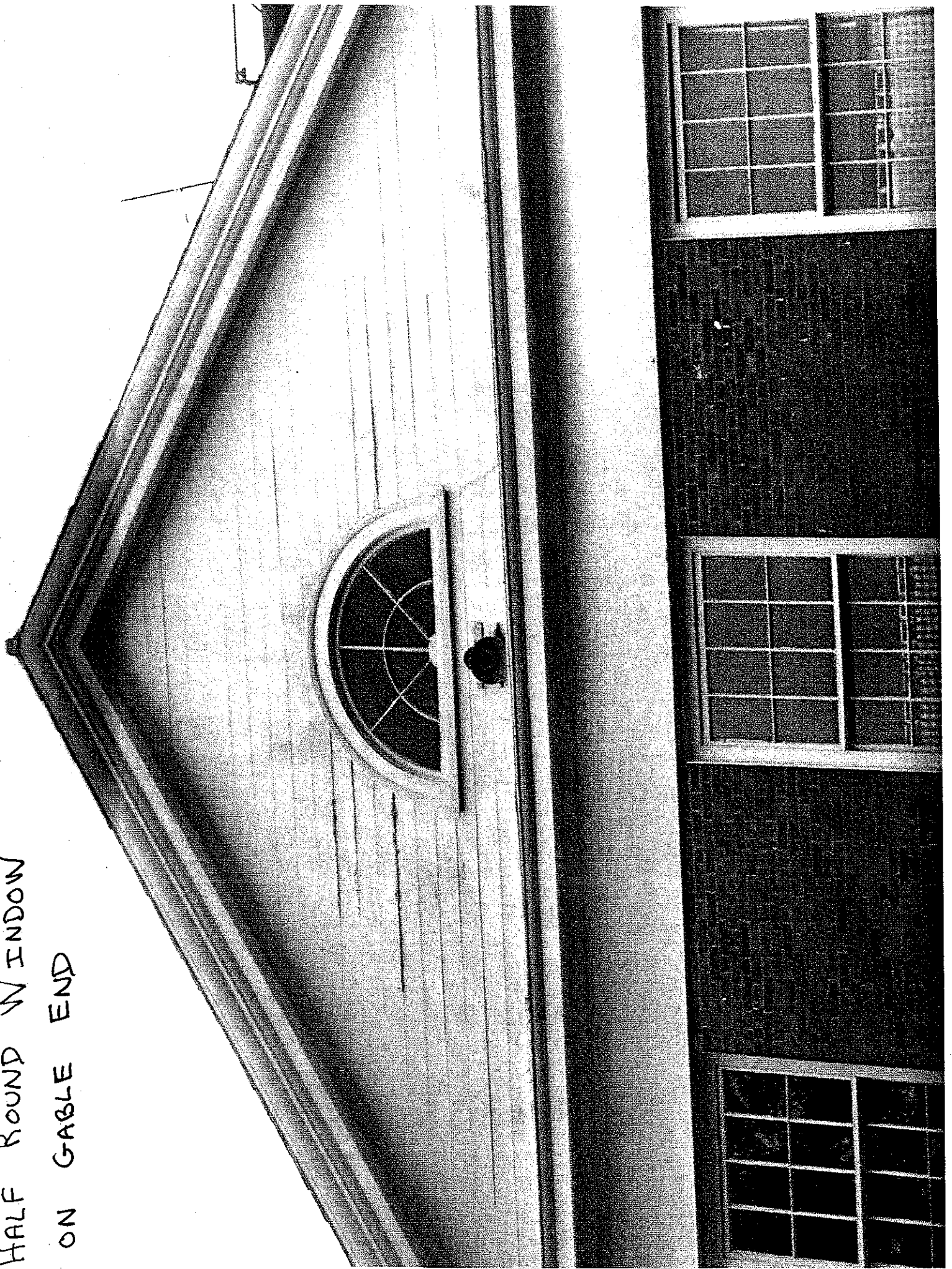
REPLACE PAINTED WITH
BLACK PLYWOOD
REAL GLASS



SUDBURY TOWN HALL



HALF ROUND WINDOW
ON GABLE END





WINDOW SILL

← PIECES
OF GLAZING
OFF SASH



12 OVER 12 LIGHT WINDOW

