

BUILDING AND GROUNDS COMMITTEE
REPORT

January 1, 1951 - October 1959

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Union College. Board of Trustees.

Report of the Committee on Buildings and Grounds
January 1951

West College

The students moved into the building November 19, 1950 and the kitchen and cafeteria opened on November 27th. A few material shortages have held up final completion. Window catches and radiator covers are the principle items missing. Some painting is unfinished awaiting the installation of the radiator covers.

Cost of West College to December 31, 1950 has been \$445,501.26. This has been disbursed approximately as follows:

E.J. Rappoli on the contract	\$376,266.
Architects fees	21,700.
Utilities & items not in contract	8,300.
Kitchen equipment, moving and installation	16,600.
Furnishings	22,600.

There is \$47,062.30 still to be paid the contractor.

The ground in front of West College extending to the Terrace Wall has been plowed, harrowed, filled with some black dirt and seeded with rye. It will have to be worked over again in the spring. While doing this work an unknown tile drain from the Terrace Wall was uncovered which had to be replaced. This preliminary grading cost \$3,681.51.

Pasture Dormitories

Having vacated four of these five buildings it was decided to demolish them. Proposals were sent to a number of firms and three submitted bids. The lowest was the Eaton Wrecking Company of Glens Falls who was awarded the job January 9, 1951 at a cost to Union College of \$2,000.00.

The one building to remain is occupied by the Character Research staff.

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July 16, 1963

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Grounds

The wind storm of November 25th caused some damage on the Campus. About one quarter of the tin roof of the Chemistry Building was blown off. This roof was thin and due to be replaced. A temporary patch of roofing felt which will be part of a new roof was put on. A new roof will be laid in the spring when weather and availability of roofers will perhaps make the work better than could be done right after the storm,

The remainder of the damage to the campus was the loss of four trees.

Faculty Houses

The residences of Chaplain Brown and Mr. Ripton were reoccupied the end of November 1950. Mr. Jonathan Pierson moved into 628 Nott Street formerly occupied by Chaplain Brown while Professor Edward S.C. Smith took over Mr. Ripton's former residence at 856 Nott Street. Repair and redecorating these houses cost \$890.00.

Achilles House

The Achilles House was sold to Mr. John Fisher for \$10,000.00. Title to the property was transferred December 8, 1950.

Painting

Most of this work since the last report has been in Bailey Hall. This building is being completely repainted inside according to a color scheme recommended by the Pittsburgh Plate Glass Company. We are attempting to get away from the drab school tan and ivory colors used in the past and are now using light green, grey, yellow and rose tan.

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File

Report of the Committee on Buildings and Grounds
June 1951

West College

The dormitory is completed with only a few minor details to be finished. The landscaping which was begun late last fall will have to be worked over for planting grass seed this September. Shrubbery and trees will also be planted on the Terrace Wall side of the building. A black-top driveway has been laid as an entrance from Seward Place.

Cost of West College to June 1, 1951 has been \$456,470.12.

This has been disbursed approximately as follows:

E.J. Rappoli on Contract	\$379,572.	3
Architects Fees	25,807.	
Utilities and items not in contract	10,953.	
Kitchen Equip., moving and installation	17,358.	
Furnishings	22,643.	

There is still \$54,612.84 to be paid the contractor and approximately \$9,000.00 due the architects.

Pasture Dormitories

Three of the four buildings have been demolished to date. It is contemplated to use part of this area for parking of campus cars.

Chemistry Building

A contract for replacing the roof which was damaged by windstorm last winter has been given to Craig Roofing and Heating Company at a cost of \$4,000.00. The roofing material is on the site but the work has not yet started.

Painting

The interior of Bailey Hall has been completely painted this past winter. Several colors were used to give a more pleasing atmosphere to the various classrooms and offices. Some work was also done in

Chemistry, Hale House hallway and the President's House. Painting on the outside of the General Engineering Building is now under way.

Grounds

The roads and sidewalks seem to deteriorate considerably this spring due perhaps to the very open winter. The roads have been patched with black-top. New concrete walks should be laid this summer, especially from Nett Street to the Dean's residence.

Boiler House

The Buildings and Grounds Staff have worked hard to effect economies in our heating plant. With the aid of the elements giving us a mild winter and lack of strikes in the mines and even with an increase in cost per ton of coal the cost of coal for the past season will be about \$10,000. less than 1949-50. About half of the expense in 1949-50 was due to the mines strikes.

American Locomotive Parking

The lease for the parking lot in the South end of the pasture was renewed for one year to February 1, 1952. This lot will accommodate 720 cars. Due to the increase in their labor force the American Locomotive Company now desires an additional area where the temporary dormitories are being dismantled. This area would take 130 Alco cars with space reserved for 76 college cars.

June 4, 1951

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Report of the Committee on Buildings and Grounds
October 1951

Since the last report to the Board of Trustees in June only repair and maintenance work has been done with no major changes being undertaken during the summer.

Old Gym Dorm

This building was renovated for the use of the Character Research Project. The interior was completely painted and fluorescent lights put in the rooms. No structural changes were made except to enlarge the inside entrances on either side of the stairway. The floors were sanded, sealed and waxed. Accoustical treatment was put on the ceilings of two rooms downstairs. The major cost of this work has been paid by the Character Research Project.

General Engineering Building

Stoppage and deterioration of the sewer pipes in the basement of this building was discovered this summer. Repairs required that the cement floor be torn up and pipes replaced. The opportunity was taken to remodel the men's room to provide not only lavatory space but also to make a computing room for the students using the various labs. The major portion of this work is complete with lighting and painting yet to be done. The cost to date of this work is \$1,391.46.

Administration Building

The brick steps and foundation of the entrance had begun to fail due to water getting in between the bricks. During the winters the freezing and thawing had caused separation and heaving. The architects prepared the plans for new steps. The result is a concrete foundation with bluestone platform and steps. The old iron railing was reinstalled. This project cost \$5,196.37.

Painting

The usual upkeep of the buildings was undertaken this summer.

The following buildings were completely painted on the outside:

Chemistry, General Engineering, Modern Language, Dewey Hall, Heat Engines Lab, and the street light standards. Some minor interior painting has also been done.

October 22, 1951

Grounds

Report of the Committee on Buildings and Grounds
January, 1952

Eight large trees were removed this fall. Five were killed by Dutch Elm. Only maintenance and repair work has been carried on since the October report.

Modern Language Building - Dewey Hall

The failure of the floor of the Modern Language Building, referred to in our October report, was repaired at a cost of \$1,532.00. The work to be done to the foundation of Dewey Hall has been authorized by the Executive Committee and will proceed in the spring or summer. No decision has been made regarding the foundation of the Library Annex.

General Engineering Building

Leaks in the skylights caused us to renew the glass and make repairs to the roof and gutters at a cost of \$1,100.00.

Library

One of the pieces of marble with which the walls of the library is finished fell off over the stairway to the basement. Fortunately no one was hit. At a cost of approximately \$600.00 all the slabs were gone over by an experienced man and we hope this will avoid a possible serious accident.

Blue Gate

The fence on the west side of the Blue Gate was damaged by an automobile this fall, to the extent of breaking two stone posts and bending the iron fence. Two concrete posts have been installed at a cost of \$168.00 straightening the iron fence, installing and painting will be done with our own men. The owner of the car had no insurance and it is doubtful if we will be reimbursed.

January 21, 1952

Report of the Committee on Buildings and Grounds
June, 1952

No major work has been done this spring on our academic buildings except painting.

General Engineering Building

On the third floor of this building we revamped the lighting in the big drafting room at a cost of \$812.00.

Faculty Houses

The President's house had considerable work done on it partly due to the damage caused by the steam leak last Thanksgiving. The floor in the main living room was replaced at a cost of \$350.00. The upstairs rooms and hall were repainted. The lower hall and stairway are to be done this summer after the stair landing is strengthened. New drapes and reupholstery of chairs cost \$1,398.00. Outside the house the cellar entrance had rotted. Cement steps and a metal hatchway were put in at a cost of \$381.00.

The Silliman Hall apartment was redecorated before occupied by Professor Way on April 1st. The bath was tiled around the tub as this had been leaking previously.

West College

A start is being made toward furnishing dormitory furniture to replace the pieces moved into this building from the temporary dormitories. Forty beds, springs and innerspring mattresses have been ordered at a cost of \$2,450.00.

Grounds

The trees on our campus have continued to receive our attention. Three trees affected by Dutch Elm disease were removed and the areas around them given particular attention to trim out the dead wood. One of these removed is the second we have lost by the west side of Memorial Chapel.

All these areas and others were also given in April a heavy spray of DDT recommended for control of the Dutch Elm disease. Another spraying of the entire campus will be given in June to control the Elm leaf beetle. Previously Mr. J. J. Levison of Long Island has sent a crew up to do this spraying but now we are having a local concern do the work at about half the previous cost.

Pasture Parking

The American Locomotive Co. has requested the college to amend the lease on the big parking lot in front of South College. The present lease is for one year subject to a 30 day cancellation clause by either party. The effect of the amendment is to make the lease for 3 years subject to a 30 day cancellation clause by either party. As Alco and Union College have renewed this lease each year the Alco people would like to eliminate the necessity of renewing each year and make it a 3 year period. The cancellation clause still gives either party the opportunity to terminate on 30 days notice.

Proposed amendment to lease of Pasture for parking by American Locomotive Co.

"WHEREAS Union College now leases to the American Locomotive Co. certain College pasture lands in accordance with terms of lease dated Sept. 8, 1941 as amended and extended by interchange of letters to date as follows:-

- 9- 9-41 to the College by our Secretary pertaining to exit gates.
- 2-21-50 to Mr. R. H. White from Mr. McIlwaine amending description for reduced area fixing annual rental at \$5,000 with term to 2/1/51; agreement to \$3,000 lump sum payment in lieu of restoration on termination; limiting Company to minimum application of cinders necessary for usage.
- 2-14-51 to Mr. McIlwaine from Mr. J. J. Smith requesting renewal of lease and termination of stipulation relating to restoration of part previously vacated by payment of \$1,500 with reassumption of Company responsibility for restoration of area of continued occupancy.
- 3- 2-51 to Mr. J. J. Smith from Mr. McIlwaine agreeing to renewal of lease to 2/1/52; to release of obligation for restoration on part previously vacated by the lump sum payment of \$1,500; by having option for cash settlement in lieu of restoration on the balance of the area rest with the College; amount of cash settlement, if elected, to be mutually agreed upon at time of termination.
- 4-23-51 to Mr. H. V. Gulick from Mr. McIlwaine reamending description of leased area to supersede that outlined in letter of 2/21/50 above.
- 4-24-51 to Mr. McIlwaine from Mr. Gulick acceptance of the above referred to letter amending the description.

and WHEREAS the College and the Company are in agreement with respect to the further continuance of this lease, as amended in accordance with the above interchange of letters, until such time as either party may by 30 days' prior notice in writing to the other signify a desire to modify the terms thereof, or to invoke the termination provision as provided for under Article XIII of lease. The College hereby agrees to the extension of said lease with amendments as set forth herein for a term of 3 yrs. from the date hereof."

For your information.

The "date hereof" of the amendment should be Feb. 1, 1952, the renewal date of the lease.

Article XIII of the lease reads as follows:

"At any time during the term herein granted either party hereto may terminate this lease by giving the other party thirty (30) days notice in writing, by registered mail, of its intention so to do, and upon the expiration of said thirtieth day from the date of mailing of such notice, this lease shall expire by lapse of time as if such date were the date herein specified for the expiration of the term herein granted, and thereafter neither party shall have any further rights as against the other. The date of the mailing of such notice shall be deemed the date of the service thereof."

June 4, 1952.

Report of the Committee on Building and Grounds
November 1, 1952

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In Bldg File

Most of the work done on the campus this summer has been in the way of maintenance. Our own staff has done quite a bit of the minor work this summer.

Dewey Hall

The floor joists in about one-third of this building required replacement. This necessitated new floor covering over two-thirds of the building making the total cost of repair \$1,368.00.

Memorial Chapel

The ceiling of the portico had deteriorated due to lack of ventilation over the entrance. Openings were made and at the same time the ceiling line changed to eliminate several projections which had become roosting places for pigeons. This work cost \$1,610.00. More work must be done on the chapel to fix the side roofs where water stains the walls.

Boiler House

We are finding now that repairs to the boilers and auxiliary equipment are required after four years of operation. The coal storage bunker was cleaned and repainted. The chute from the elevator to the coal bunker was replaced at a cost of \$420.00. At the last moment before starting the fires this fall the action of the coal chutes to the stokers were rusted through from the action of the coal and sulphuric acid. Temporary repairs were made but these chutes will have to be entirely replaced next summer. A boiler firm is now in the process of replacing and resetting the emergency power units, water softening salt and the coal loader.

Heat Engines Lab.

The research work taken on last spring and summer with Alco was just enough to overload our distribution transformers in rear of the General

Engineering building. Three new transformers were purchased at a cost of \$914.00 and the entire transformer bank overhauled. At this time the underground service to the Engineering building was found to be bad with an electrical leak so this was replaced also. The cost of installing these transformers, and repairing the service cable has amounted to \$1,961.00.

Chemistry Building

The Chemistry building lecture room was completely painted at a cost of \$1,912.00. This required rather expensive scaffolding of the room. One difficulty has since arisen with the accoustics of the room, apparently due to the painting of the ceiling shutting off some of its accoustical properties. The lighting of this room should be increased but all solutions offered so far have been extremely expensive.

Painting

The hallway of the President's House was finished after the work of strengthening the stair landing was completed.

The exteriors of Washburn Hall and the Gym have been painted. The Greenhouse had numerous panes of glass replaced and the putty checked before the outside and part of the inside was painted.

Three rooms in the Wells House were rearranged and the offices of the Public Relations department painted before the arrival of Mr. Hammond.

Numerous smaller places on the campus were gone over by the painters to clean them up.

Grounds:

About seven trees were removed during the summer as the result of the Dutch Elm Disease. Twenty-five trees have been ordered this fall to begin a replacement program.

Although not on the campus proper it was necessary to pay a stone monument firm \$126.00 to repair vandalism to grave stones in our plot in Vale cemetery.

File

J. Davidson

Report of the Committee on Building and Grounds
January 1, 1953

This report is rather brief as no major work has been undertaken since the November report.

Painting

The offices of the Alumni Council and Financial Development in the Wells House were completely redone. In the process several walls had to be covered with sheetrock where the plaster was bad. One room downstairs was at this time divided into small offices for placement interviews by visiting representatives of industrial firms. The cost of this work amounted to approximately \$1,500.

Following up the repainting in the summer of the Chemistry Lecture room the rest of this building was repainted inside using various colors to brighten up the rooms.

The shower rooms on the north end of West College were painted during the vacation using materials of different manufacturers. The paint in this building has not stood up too well and will require refinishing in the near future. The kitchen was repainted this summer.

Grounds

A start was made this fall in planting trees and shrubs to replace those lost to the Dutch Elm Disease and the elements. The species used were 5 White Ash, 5 Red Maple, 10 Amur Maple, 5 Common Spicebush, 5 Finleaf Akobia, and 5 Calchis Bladdermit. \$500.00 was spent on this project with some of the planting done by our own staff which is not included in this cost.

Some work was done on the college creek to repair damage caused by a bad storm this fall. Continual work must be done on the upper end at the sharp turn to prevent erosion.

The parking space in rear of the Administration building was enlarged this fall with gravel. Blacktop will be put on this spring along with several paths on the campus. Rear of South College and part of East Lane in back of gym. King paving Co. has a contract to do this work for \$6,509.00.

Temporary Buildings

The last remaining temporary building in the pasture was scheduled for demolition with a contract signed with the Eaton Wrecking Co. of Glens Falls. It has been postponed until spring at the request of the American Locomotive Company who now have occupied it for 3 months during their strike. A small fire occurred in one end just four days before the Locomotive took over the building. They repaired most of this damage.

Some of the units in Dutchmen's Village should be demolished in the near future as major repairs will be required if they are to be kept in use. At the present moment 10 units are occupied by recent Alumni and 8 units vacant out of a total of 78 units. These units are constructed in 4 - 6 units buildings, 2 - 4 unit buildings, 12 - 3 unit buildings and 1- 2 unit building.

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Report of the Committee on Buildings and Grounds

June 1953

Painting

The usual maintenance work has been carried on this spring. The larger jobs done have been the entire interior of the Administration Building, South Section North College dormitory and the Faculty Lounge. Due to the rainy weather, we have only done the exterior of the Gymnasium and 17 South Lane (Mr. Ketz's house) so far this season. During the summer, we expect to repaint the interior of South College dormitory.

Grounds

This spring four flowering crabapples were planted on the south side of West College to further improve the planting around the building.

We had to cut down two trees along Lenox Road and one in Dutchmen's Village due to the Elm Disease. We also lost two trees in front of the Gym from old age and several small ones throughout the campus from natural causes. We hope to continue our planting of new trees this fall. The cost of this removal and planting plus spraying and the minimum of pruning adds to approximately \$3500 plus a lot of labor by our own men which is not charged directly.

The sidewalk from Payne Gate past the Alpha Delta Phi Fraternity had deteriorated to such an extent as to become a hazard. This has been replaced with a new concrete walk at a cost of \$2428. The pavement around Payne Gate is also bad and was contracted for to replace but, due to a labor strike, it will not be done until later.

The wall around Perkins Garden is also contracted for to be restuccoed but, on account of the strike, cannot be done at this time.

The work on the paths, roads and parking spaces in rear of South College, Administration Building and Gym was finally completed by the paving contractor at a cost of \$6509.

Although this work does not directly affect our primary purpose of education, it is necessary if we are going to keep our campus looking decent. We wish more funds could be available.

Electric Lines

A burnt out transformer in rear of the Physics Building forced us to add another set of transformers in this area which required some wiring and a new pole, along with repairing the burnt transformer. In order to maintain service, a temporary hook-up had to be made which added to the above making it a rather costly job amounting to \$2085.

Temporary Buildings

The remaining building in the north end of the pasture is being demolished by the Eaton Wrecking Company at a cost of \$1350. This is \$350 more than our contract last fall due to increase in insurance rates. The American Locomotive Company is assuming this additional charge as part of the payment for use of the building this spring.

The Library Annex in rear of the Wells House again shows signs of termites. We thought they had been exterminated in 1951 when they were first noticed. Now, the floor has settled badly under the weight of the book stacks. The best thing to do would be to demolish the building, but the problem of storage of the library books is a difficult one. If the Annex remains, then funds should be allocated to tear up the floor to definitely stop the spread of the termites.

We now have the proposed site of the Field House which makes it imperative to vacate and demolish at least two buildings in Dutchmen's Village before construction begins. If the site is going to be developed for a playing field, access road and parking area, then the entire village must be removed. A decision should be reached on this so that notice to vacate may be given the occupants of these units, or else funds allocated to paint

and repair as they present a poor appearance on Nett Street.

1952-53 Budget

The proposed budget for the coming year does not include some major improvements that should be done. We believe the following should be given consideration.

Chemistry Building

New seating in the large lecture room is needed. The present classroom chairs have been there since 1917. New auditorium-type seats would cost approximately \$3700 installed.

Floors

It is difficult to estimate the cost of this work. The Biology Building first floor shows signs of weakness which might run as high as \$5000 to renew.

The first floor corridor of the General Engineering Building has been previously patched and should be renewed when funds are available.

The Library Annex, if not demolished as previously mentioned, should have the floor removed to destroy the termites. To move the books and stacks around in order to work will be expensive, which might make the cost \$3000.

Bookstore

It would be a great improvement to remodel the interior to provide self-service wherever possible. Some saving in labor could be made and possibly increase sales. We have had a store designer look over the space and gave us an estimate of about \$9500 to accomplish this. We expect that the bookstore reserve will have sufficient funds at the close of this fiscal year and permission to proceed with this project is requested.

Sidewalks

The walk across the campus between North and South College, and the one from North College by the Physics Building to the General Engineering Building need to be relaid. This means about 8000 sq. ft. of sidewalk which would probably cost about \$7000.

Report of the Committee on Buildings and Grounds

October 1953

Grounds

The work begun before the end of the college year at Payne Gate has been completed providing a better looking entrance to our campus.

The wall around Perkins Gardens has been restuccoed at a cost of \$1020.

A new sidewalk from the corner of North College along North Colonnade to the westerly drive of the General Engineering Building was put down in August at a cost of \$ 2700. Several more sections of sidewalk need replacing with the most important one being by the flagpole between North and South College.

We lost another tree to the Dutch Elm Disease on the west side of the Memorial Chapel and a second in Jackson's Garden. We did some additional pruning and fertilizing in the area of the Chapel. With such dry weather this summer and fall, we are afraid that the spread of the Dutch Elm Disease will be greater next year.

Temporary Buildings

The Eaton Wrecking Company of Glens Falls is in the process of taking down seven buildings in Dutchmen's Village. This group comprised 28 single bedroom units and 9 double units. Six of the double units were removed to provide for the construction of the Field House. There is remaining 35 units, all of which are occupied.

The Library Annex has been repaired for storage of books by our own staff during the summer, which saved considerable money.

Painting

During the summer the interior of the South College Dormitory was repainted with the exception of the first floor. We hope that we may repaint

in the near future this first floor and two sections of North College which have not been done in years.

Faculty Houses

No. 8 Terrace Lane which was occupied formerly by Mr. Wyatt and then Chaplain Fulton, was also redecorated and is now the residence of the Business Manager. Also, the apartment at 642 Nott Street, formerly occupied by Dr. Dale, was repainted and is being used by Mrs. Doyle, the West College Hostess. Professor Coffin moved into the apartment at 642 Nott Street, formerly occupied by Mrs. Briggs.

Bookstore

The reserve for equipment for the bookstore is now \$8000. The work to remodel the interior, to provide as much self-service as possible to reduce overhead cost, is estimated to be \$9500. We would like permission to proceed with this work to be done during the summer of 1954. It is hoped by then the Bookstore Reserve will cover the cost.

File

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS
JANUARY, 1954

This report is more in the way of a request for approval of projects to be started this summer as no major work has been done since the October report.

Since October we had to repair the flat roof over the North Physics Building at a cost of \$1,500.00. The English room in Bailey Hall was redecorated and refurnished at a cost of \$1,295.00. This was paid for from the income of the Margaret Lester Memorial Fund with the approval of B. P. Lester, '18, donator of the Fund. Then on the campus we were compelled to remove several trees and as a sanitation measure some trees were fertilized and other areas the dead wood pruned out. This work cost us \$2,239.00 and more should still be done. Recently, the two small red maples in front of West College were moved to other locations and two larger maples about 30 feet high put in their place. We hope this will improve the looks of West College from the Terrace Wall.

It is desired by the Administration to improve the appearance of several of the buildings. There is now \$99,508.44 in the Reserve for Rehabilitation of Buildings and Grounds. About \$11,502.00 has already been charged to operating expense and this amount may be needed to cover such expense as shown on the financial statement. This would leave \$88,006.44 from which money could be used for the following projects.

BALILEY HALL

It is desired to cover the bare concrete in the East and West entry halls with an asphalt tile to match the main interior corridor. This is estimated to cost about \$300.00.

CHEMISTRY

About the only thing that can be done to brighten the hallway of the Chemistry Building is better lighting which would cost about \$1,300.00. Some painting could also be done which would be minor in expense. We have spent this fall \$4,409.84 for

275 new seats in the lecture hall which was charged directly to the Rehabilitation Reserve.

BIOLOGY

The June report stated that the floors in the laboratories needed repair and this should be done along with the hallway floor. This work might cost \$6,000.00 depending on what conditions were found beneath the present floor. Also the ceilings of the hallway and two front laboratories are of the old wood type which could be improved in appearance by installing accoustical tile which would probably cost about \$2,000.00.

GENERAL ENGINEERING

Also the June report called attention to the first floor of this building which should be repaired when funds were available. In order to lay asphalt tile the present wood floor would have to be removed and a light weight concrete laid down with the tile as the finish floor. It is estimated that this would cost about \$1,500.00.

The library room in this building is apparently not used efficiently and it is suggested that it could be better used as a classroom and a smaller classroom turned into a library. No estimate is available for this work but to make the change is thought to cost about \$2,500.00.

BOOKSTORE

Plans have been drawn up by the firm of Ken White and Associates at a cost of \$500.00. It is still believed that the work can be done for about \$9,500.00 for which \$8,000.00 is already set aside in the Bookstore Reserve Account.

HALE HOUSE

There is no ladies room in Hale House and space is available in back of the fireplace wall of the student lounge. An architect has drawn up plans for a door through this paneled wall which keeps the looks and treatment of the lounge. This provides at the least cost the adequate space for a ladies room which does not seem otherwise

available in the building. The entire cost is estimated at \$4,000.00. It should, however, be pointed out that the use of the lounge would be changed as it would then be necessary for the ladies to go through the lounge to reach the powder room.

DORMITORIES

In West College the furniture is that which we had in the temporary buildings in the pasture. The beds are mostly metal cots obtained from Surplus Property. The desks and dressers were what we could pick up just after the war. We have so far replaced 40 beds but need 140 more with 180 desks and 180 dressers. We would like to replace the beds particularly which would cost \$10,000.00 and begin replacing the desks at a total cost of \$12,000.00.

In North College all the furniture is prewar. In South College we have replaced beds and desks using the better pre-war pieces in North College. However, the dressers are now going to need yearly replacing in both dormitories. About \$4,000.00 should be spent immediately to begin this program.

GENERAL

The lighting of classrooms, particularly Chemistry and Bailey Hall, should be modernized.

Also some of our classroom seats are quite old and cannot be duplicated. It is rather difficult to determine where the point of necessity ends and it begins to be a face lifting job. Whatever funds could be made available would be a start to replace the oldest lighting equipment.

The total cost of the projects previously noted for which some reasonable estimate is available adds up to \$45,100.00. It is recommended that the Trustees allocate this sum plus whatever they feel can be made available for lighting equipment.

MECHANICAL ENGINEERING LABORATORY

The Mechanical Engineering Department requests additional space and have asked that between \$12,000.00 and \$15,000.00 be allocated from the General Electric Company gift to build a 40' x 60' addition between the Laboratory and the Jackson's Garden fence. It would be a concrete block, stuccoed building to house a combination classroom, laboratory

room and two small offices or research rooms.

FIELD HOUSE

Information from the architects on the Field House is that the plans and specifications will be ready for bidders the end of January. Their estimate of the cost is \$489,100.00 plus the architectural fees which will probably be over \$40,000.00. We have available or pledged for the Field House \$389,150.00 plus whatever the General Electric Company gives in equipment which in effect should reduce the cost of the building.

In connection with the erection of the Field House the Trustees should bear in mind that in addition we have to consider such things as the bridge over the brook and connecting road to the Gym, demolition of the remaining units of Dutchmen's Village and grading for a practice field and parking lot. There is no estimate for this work as plans have not been developed but a guess is it would cost between \$20,000 and \$25,000.00.

Typed
January 18, 1954

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

June 1954

FIELD HOUSE

This is, of course, the largest project we have now on the campus. The firm of McManus, Longe and Brockwehl of Albany, all of the class of 1942, were the successful bidders after quite lengthy negotiations and revisions of the plans. The contract price is \$472,480. The work was begun on April 19, 1954 when a bulldozer started to clear the site. At present, the foundations are poured. A cement strike has been going on now for six weeks and we may be delayed because of it.

MECHANICAL ENGINEERING LAB

To provide for laboratory facilities for M.E. we built a 60' x 40' stuccoed addition to the Heat Engines Lab. It was built on the north side adjacent to Jackson's Garden at a cost of \$13,000. We are having two students work during the summer painting the interior of the building, fabricating work benches and placing equipment.

GYMNASIUM

The old offices and the storage room were remodeled in February to make space for all the Athletic staff. New furniture was also bought. The cost of this change was \$6,755.

HALE HOUSE STUDENT LOUNGE

The ladies powder room has been built off the end of the student lounge at a cost of about \$3,700. The entrance blends in nicely with the panelled wall. Most the furniture is in the room, but the proper pictures and lamps still have to be obtained.

PASTURE

The American Locomotive Company relinquished their lease on the area in front of South College May 31st. Tentative plans have been drawn for grading this area for use as intramural softball and other sports. It is not feasible to really level this area, but the grade will be reduced by taking off some of the surface by the wall and raising the level at Seward Place. The Locomotive Company has a responsibility under their lease to restore this area and negotiations are underway with them to determine a settlement.

BOOKSTORE

Contracts have been let for the remodeling of the Bookstore during the summer. New show cases are being purchased and the college building staff will do most the carpentry work. The layout will be such as to provide as much self-service as possible. It is estimated the cost will be about \$9,500.

MEMORIAL CHAPEL

The stucco on the exterior wall panels under the roof of this building has broken off, which will mean quite a repair job. A large part of the cost is erecting scaffolding along each side in order to get to the work.

While this scaffolding is in place, it would be the best time to put in copper flashing along the eaves of the roof and extending up perhaps three feet. It is the opinion of at least two roofers that this is the best method of counteracting the leakage we get which stains the inside walls. This leakage apparently occurs in the winter from ice forming on the edge of the roof and backing up under the slate water from melting snow. This condition has not been serious at any one particular time, but over the years the plaster inside is losing its strength and, of course, appearance.

We have had an estimate of doing this work and the cost looks like about \$4,000. for the scaffolding and exterior work, and \$3,000. to fix the roof. It is requested that authorization be given to proceed with this repair job.

CHEMISTRY BUILDING

New lights are being put in the corridor of this building this week, and it is hoped will be finished by Commencement.

The Chemistry Department maintains that they badly need storage space. The attic of the building is not useable due to the only access being up a vertical ladder through a trapdoor. The feasibility of an elevator was investigated. A freight elevator would cost about \$11,000. itself and then the shaft and machinery room would have to be provided. It is not possible to provide a shaft inside the building without great expense. An estimate to build one outside using window openings for the doors would run between \$4,000. and \$5,000. In addition, the attic floor would have to be strengthened and covered over. This would probably make the total cost somewhere around \$20,000. to provide storage space in the building itself.

An alternative, which is not satisfactory, is to provide space outside the building until such time as the college is able to construct an addition for classrooms and laboratories. It is suggested that a small prefabricated structure similar to a garage be placed in rear of the Chemistry building alongside the present storage shed called the Old Messhall. Such a building probably would cost between \$1,000. and \$1,200.

STEAM LINES

We have had failures in three of our underground steam lines this past winter. Our men managed to keep them patched, but at least two will have to be dug up and replaced this summer.

One line extends from the General Engineering Building to the Physics Building, and the other from a junction of lines east of the Memorial Chapel to beyond the Psi Upsilon house. We will do the steam fitting work ourselves, but will have to contract for the excavating and sidewalk replacement. The cost is estimated at about \$3,100.

PAINTING

We expect to carry on with some exterior painting this summer. The faculty houses along Nott Street are scheduled to be done.

During this spring, work was done in the Gym and Hale House Lounge in connection with the alterations noted previously. Some work was also done in the Whitaker residence and Chemistry Building.

File

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

OCTOBER 1954

We undertook this summer a great deal of work not only with outside contractors but by our own staff as well. Some of it is not yet completed.

FIELD HOUSE

This project, of course, is still with us. It is progressing about on schedule, but recently the delays are beginning to show up. For instance, the lighting fixtures will not arrive as early as expected and it is possible the 400 cycle lighting load center will not be delivered as soon as was hoped. The structural part of the building is well along. The roofer has been persuaded to add extra men to speed the installation of the roof. To date we have expended \$236,236.00 on the total contract of \$476,490.00.

MEMORIAL CHAPEL

We proceeded this summer to get underway the repair to the stucco. The architects were consulted and after several inspections by them they gave us their recommendations which were incorporated in our specifications. The work has now been completed by John Duguid and Sons at a cost of \$5,640. Some extra expense will be involved as we had the roofer go over the Chapel roof and we do not yet have a bill. We discovered that apparently some time in the past a lot of slate were cracked by being hit by lightning.

BOOKSTORE

The space occupied by the Bookstore in Washburn Hall was remodeled this summer at a total cost of \$9,750. The store fixtures, lighting, asphalt tile floor and painting were done by outside contractors, while the building and grounds staff did all the carpentry and heating work. It is quite a different looking bookstore and has proved to be an asset to the Campus. The regular staff of the store were able to handle the rush at the opening of school with some overtime, whereas in the past outside assistance had to be hired.

BIOLOGY LABORATORY

The entire ground floor of this building, except X-ray and shop rooms, was repaired and covered with vinyl and asphalt tile. Through the years the floor which is on the ground had buckled and given way in several places. The work was done by the firm of Sweet and Snow at a cost of \$5,565.

GENERAL ENGINEERING BUILDING

The floor in this building is laid on concrete and the wooden nailing strips embedded in the concrete have in several places rotted out loosening the hardwood flooring. This summer we took up the floor of the first floor corridor, the library and one classroom. Lightweight concrete with an asphalt tile surface has been substituted. We intend in the near future to make the present library into a classroom and renovate the classroom for engineering library use. The work was done by McManus, Longe & Brockwehl at a cost of \$3,537.20.

PASTURE

As stated in our June report the Alco gave up their lease to the large parking lot on May 31. During the summer we proceeded to negotiate a settlement of their responsibility to restore the area for a lump sum of \$2,500. We feel that was a fair settlement, but the Alco economic situation was such that we did not receive as generous a settlement as we hoped. We then proceeded to formulate plans for an intermaral field to be known as Achilles Field. Mr. Lawrence Achilles gave us \$10,000.00 for this purpose several years ago.

The contract to regrade and plant the area was awarded to the United Tree Service. The work has proceeded slowly due to a mistake in their original grading which had to be corrected, and then the rains from the hurricanes and normal weather have delayed their being able to work the area. We had hoped it would have been completed by now.

We have just received informal notice that Alco intends not to ask for renewal of their lease on the lot at the north end of the pasture when it terminates Dec. 5, 1954. The lease calls for them to prepare the surface so that it will

grow pasture grass. No restoration of original grade is required. We would like an expression from Trustees if this land should be turned back into grass or if there are plans for further use that would make this seeding by Alco unnecessary.

STEAM LINES

The college maintenance staff undertook to repair two sections of our steam mains this summer. One piece extended from just east of the Memorial Chapel under sidewalk to the Phi Gamma Delta Fraternity. The other section was from the General Engineering Building to the Physics Building. The cost of materials only for this work was \$2,984. We had to have a contractor tear up and replace several sections of the sidewalk to the Phi Gam house at a cost of \$1,008.

WEST COLLEGE

One hundred fifty-eight new beds and mattresses to complete all the rooms were purchased this summer. Also, 60 new maple desks and 60 maple chests were obtained to furnish the first dormitory floor. This furniture cost \$16,666. We also purchased 14 maple double beds for the smaller rooms in South College.

We need 120 more desks and 120 chests in West College to replace the old metal furniture that was moved into this building from the veteran dormitories.

PHYSICS LABORATORY

Space in the attic of this building is being utilized to build a laboratory for basic research by the department's faculty. The work is now being done by the college maintenance staff under the supervision of Professor Way.

TREES

At the September meeting of the Trustees executive committee we were asked to submit a plan from a tree firm on the work necessary to maintain and keep our trees on the Campus. The United Tree Service was asked to do this and their reply is attached.

The total of their estimated annual expenditure is \$3,575. This does not include work that might be necessary in Jackson's Garden and there are some

large trees in the garden which will need attention and possible removal. We would recommend that \$5,000.00 be allocated each year for this program so that some work may also be done in the Garden.

JACKSON'S GARDEN

The work of caring for and planning the flowers and shrubs in the Garden is in the hands of a committee headed by Professor Harlow with Professor Winne, Professor Klemm and Mr. Pearson as members. Their responsibility and funds available is mainly for the formal plantings. Extra work of tree removal and maintenance of the brook or grounds has to be provided for by special appropriation.

A study was begun by Professor Headley a year ago to determine if there was any way to prevent the flooding of the lower end of the Garden during the spring and extremely heavy rainfalls. His study and recommendations were received about a month ago in the Business Office.

The Alumni Council at their fall meeting seem to be under the impression that this work was to be completed this fall. No funds are available nor has time been available to work up detailed specifications to obtain bids from contractors. A guess is that the work involved as recommended would run in cost to five or six thousand dollars.

In view of the rather definite feelings of some of our Alumni that the Garden should have this work done, it is recommended that funds be allocated and authorization be given to proceed with this project.

File

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

January, 1955

FIELD HOUSE

Construction has been delayed somewhat due to late delivery of the lighting fixtures. They were received February 7th and work will progress as rapidly as possible. It appears now that the building will be substantially completed by the beginning of March and will be available for use for the spring sports.

BIOLOGY BUILDING

One of the classrooms in this building has been renovated for use as a research laboratory. We have a sub-contract with the General Electric Company to do work for the Quartermaster Corps on Food Sterilization. We bought the major items of equipment, a lab table and exhaust hood ourselves, but should recover the costs from the overhead expense of the contract.

GENERAL ENGINEERING BUILDING

We are in the process of converting the present library into a large classroom. Chairs have been purchased and we built the tables in our own shop. New lighting fixtures are here and it is expected will be installed shortly. Chalkboards are on order. A smaller classroom across the hall will then be made into a library. It is expected that this work will cost about \$2,500.00

PAINTING

The usual painting work has been carried on this fall and winter. Considerable work was done to provide space for the artist and his class.

Part of the North Colonnade occupied by the Psychology Department was repainted. The Middle Section of North College Dormitory was done over and the halls only in the North Section. A few rooms also were repainted in West College.

PASTURE

This project to build an intramural field has been a headache from the start. The contractor was delayed due to having to correct an error he made in grading and by all the rain from the hurricanes and normal weather. Freezing weather forced him to stop operations for the winter. The contractor, who was the low bidder, is losing money on the job and although he will perform the contract, it was difficult to push him.

JACKSON'S GARDEN

The Civil Engineering Department has completed a study to improve the flow in the brook to prevent flooding. It is felt that their recommendations, if carried out, would prevent all but the occasional extra-heavy run-off from a storm. As stated in our October report to the Board, the Alumni Council seems to feel that this work should be done. A rough estimate of the cost indicates it would amount to between four and five thousand dollars. It is recommended that authorization be given for this project and that funds be allocated.

TREES

We would like to summarize the actions to date on formulation of a program for preservation of the trees on the campus.

A survey was made by the United Tree Service to give us a practical cost of maintenance of the campus trees. They recommended we spend \$5,000

annually on sanitation pruning, fertilization, spraying and necessary removal. Mr. Muir had the Knolls forester, Mr. Cummings, make a check and his recommendation was for \$7,500 per year be spent for the five years and then the trees ought to be in such a condition as to only require an annual expenditure of \$5,000 per year. Mr. Cummings urged emphasis on sanitation pruning which, of course, is a time-consuming and costly job.

We also had a New York State forester, who surveys this area for Dutch Elm disease, go over the campus last week. He thought we were in good shape but did tag eight trees. Three are in the hollow between Psi Upsilon and Beta Theta Pi Houses - two along the edge of Jackson's Garden and three in Dutchmen's Village. These will come down before the middle of April.

His recommendation, off-hand, was to cover the campus once in four or five years for pruning and fertilizing with one spray a year, preferably the dormant spray.

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

JUNE, 1955

FIELD HOUSE

We accepted the building on May 4, 1955 from the Contractor subject to completion of a list of items which the Architects found needed attention. The cost of this project has amounted to \$489,503.07 plus architects' fee of \$49,844.81 to date.

The grading around three sides has been completed. The Nott Street side has been left pending removal of the Village and construction of a practice field. There is still a path to be built from the Chemistry Building to the bridge over the brook.

FACULTY HOUSES

Two changes will be made in occupancy this coming year. Professor Way is moving from the Silliman Hall Apartment to Professor Rojansky's residence during the latter's leave of absence. Mr. Murphy who will be the new Assistant Director of Admissions will occupy the Silliman Hall apartment.

The Heck family has given to the College the house occupied by their father until his death at 1497 Parkwood Boulevard. This is to be a faculty house and will be occupied for the coming year by Professor Schmidt.

The house requires redecoration inside and we are now in the process of doing three rooms downstairs.

PASTURE

This project was completed this spring after considerable delay. Unfortunately, a severe thunderstorm occurred May 30th and washed some of the seeding and created gullies in the fill.

GENERAL ENGINEERING BUILDING

The work of converting the old library into a classroom is completed. A former small classroom across the hall is now the Library. Cost has amounted to approximately \$3,200 for lighting, painting and furniture.

PAINTING

The usual maintenance painting has been going on together with the Field House painting.

Two faculty houses, Smith's and Hoadley's have been done on the outside. The Memorial Chapel has been painted outside except for the bell tower.

The Field House requires a second coat of paint outside on the concrete block which will be done this summer.

CHEMISTRY

Following authorization of the Board in January, six new general chemistry tables have been ordered at a cost of \$11,850.00. It is expected they will be installed this month. Additional work will be required to furnish electricity to these tables which was lacking before and a long-needed improvement.

The wiring of this building which was built in 1918 is badly in need of overhauling. The solid construction of the building with the wiring in the concrete makes it difficult to renew and it would involve a sizeable expenditure of funds to provide the electrical requirements for modern chemistry teaching. The addition of electrical equipment forces us to supply power to this building from its own transformers whereas it is now connected along with the Electrical Engineering and Biology buildings to one bank of transformers. We hope to do this transformer work this summer but it will not alleviate the condition within the building due to undersized wiring and insufficient outlets.

BUDGET

Requested funds for the coming year were reduced, along with the other accounts, in order to balance the total college budget. A maximum amount of work is scheduled for our own staff such as partitions in the Infirmary rooms, offices in the General Engineering Building, ceilings in Biology and renewing underground steam lines.

It may be necessary to curtail work which would require expenditures for outside labor. We regret that no money was available to begin work on a tree program.

June 6, 1955

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

October 1955

In order to leave time at the Trustees' Meetings, this report is being sent in advance to each member of the Board so that he may know what has been done in this important work since the last meeting. Committee members will be prepared to give additional details and answer questions at the meeting.

Below are outlined several major projects. We know you will appreciate that these represent only part of the work done at the College. There is a great deal of routine housekeeping and maintenance constantly going on, which is important but not included in this report.

The Committee welcomes suggestions from Trustees and any others who are interested in the welfare of the College. Sometimes we feel we are so close to the campus that we "cannot see the forest for the trees". You can be of real help if you will call our attention to things that need to be done.

DUTCHMAN'S VILLAGE

These buildings were demolished during the summer by the Palnik Wrecking Co., who paid us \$500.00 for the job.

We are now proceeding to level off the area east of Professor Smith's house for parking and the area to the west of the house for an athletic field. We are doing a minimum of work on the parking area until we learn how much room will be required. Next year we hope to seed the athletic field and finish the landscaping of the Field House area.

NAVY MESS HALL

The second major change in the appearance of the campus was the removal of the building in the rear of Hale House, which was erected at the beginning of the war as a temporary structure to accommodate the Navy unit.

The "Close" has been reconstructed as it was before the war, except for shrubbery which will be added this fall and next spring. The cost to date will run about \$6,600.

SOUTH COLLEGE

Considerable trouble has occurred over the years in the showers in the north end of this dormitory. This summer the floors were torn up and it was found that the lead pans leaked. These were replaced with new drain lines and the entire tile work repaired. The cost amounted to \$2,490.00.

CIVIL ENGINEERING BUILDING

The offices in the west end on the first floor were rearranged during the summer to take care of the expanding Mechanical Engineering Department. Space for the secretaries was taken from the hall, and their old office was partitioned for use by the Evening Division. The work involved laying concrete and tile floors in two areas, which is a continuation of the floor work done last year. Rewiring and painting was also done.

On the second floor a large classroom was divided by means of a partition to provide a room for senior Mechanical Engineers and a small seminar room.

These areas now need new lighting to accommodate their present use. The cost of the work to date is \$2,132.00

BIOLOGY BUILDING

The ceilings of the two front first floor laboratories and the hall were covered with accoustical tile to hide the old fashioned wainscoting lumber used in the ceilings. The paint did not adhere to this wood very well and the ceilings continually looked dirty. This work was done by the College maintenance staff with a cost of material only of approximately \$570.00

HEALTH SERVICE

Rearrangement of the middle room on the second floor of Silliman Hall was done by the College staff this summer. Partitions, cabinet work and a lavatory were put in. Outside contractors relaid a tile floor and painted. Total cost of this work amounted to \$1,150.00.

CHEMISTRY BUILDING

Six new general Chemistry laboratory tables were installed on the third floor during the summer at a cost of \$12,150.00. Considerable electrical work was done to revamp part of the wiring in the building together with the installation of a new electrical service and transformer bank to give the department its own service which formerly was tied in with the Electrical Engineering and Biology buildings.

All the remaining laboratory tables in the Chemistry Dept. have seen about 37 years of service. We would like to replace six tables in the organic laboratory at an estimated cost of about \$14,400 this coming summer. Funds are requested so that these tables may be ordered now for summer delivery.

TREE WORK

Under the \$7,500 appropriation the Board made last June, The United Tree Service has done considerable work. About 60 trees have been fertilized in the main area of the campus. We removed 13 trees which were dead either from the Dutch Elm disease or old age. They

have pruned most of the trees along the streets of the campus. We are planning a thorough spray program for the spring. This work will nearly expend the appropriation.

The College maintenance staff removed about twenty trees which could be felled and then cut up for removal. Five of these were along Seward Place and the remainder, mostly small trees, in Jackson's Garden. This work was in addition to the appropriation.

STEAM LINES

The College staff renewed about 660 feet of steam main and an equal length of smaller size return lines. We seem to be entering a period of trouble as this is the second year we have been forced to renew underground steam lines. This is due mostly to the age of our mains and it appears we will have some to do each year until they are all renewed. The cost of material for this work was \$3,560.00.

PAINTING

We have continued our program of painting but are a little behind our schedule. This summer the outside of the following buildings were painted: President's, Rojansky's, Smith's and Hoadley's residences, Administration Bldg. and Silliman Hall. In addition painting was done in connection with the various renovation projects mentioned above.

PARKING

The facilities for parking on the campus will not accommodate the number of cars desiring space this fall. We are proposing that the main campus be limited to cars of guests, employees and certain students residing on the campus; that all commuting and evening division students use the lots by the Field House and the old Alco lot at the northwest corner of the pastures. This will involve spending some money to put a gate in the Alco lot and purchase of tags for cars.

PROPOSED WORK

In addition to the laboratory tables mentioned under Chemistry we have a request for erection of a garage which requires a decision by the Trustees. Profs. Way and Katz have asked for a garage to be built in the triangle of land formed by the road in the rear of the Beta House and the drive to the Psi Upsilon House. A three car garage that would cost about \$2,200 would be of wood frame, clapboard siding, asphalt shingles and concrete slab floor.

October 17, 1955

T. R. McIlwaine

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

January, 1956

This report is more in the way of a statement of work we must consider for the summer as little major work has been done since the October report.

One item was not reported in October, and we would like to mention it now for the record and your information. During August, 1955, the F. C. Feise Company of Narberth, Pennsylvania resurfaced our four all-weather tennis courts. The work was arranged for by Mr. Vanneck to keep these courts in excellent condition. The cost of the project was \$2,180.

LIBRARY:

The College staff closed in space at the head of the stairs on the third floor for a work room for the library staff. This gives them a spot to do work on this floor in the winter as we do not want to heat the entire dome in cold weather while heat coming up the stairs is normally sufficient to warm this enclosure.

The upper part of this building including the dome must have extensive repairs in the very near future. We now have water entering in through the copper around the upper windows and some small leaks in the dome. It requires the services of men accustomed to work on high structures which will be expensive. We have one guess from an Albany concern that a complete job on the dome, windows, catwalk and lower roof would be around \$11,600. We are attempting to get one other estimate on this project but not many firms are in this field.

CHEMISTRY:

Six laboratory tables for the two organic rooms are now on order for summer installation. The cost of the tables alone will be \$14,400. Additional expense will be involved in re-vamping the electrical and steam services to the tables which were added in past years as they could and are not really adequate.

We are planning in 1957 to replace the tables in the inorganic laboratory which will mean the expenditure of approximately the same amount. This should finish renovation of the laboratory tables which were put in when the building was constructed 37 years ago.

Work which should be done this summer on the Chemistry Building is to replace one sky light which is a continual source of water leakage. Better lighting will also have to be installed but should be done anyhow.

We have had to renew this winter a couple of the Chemical waste lines due to leaks. When the old lines were taken down, we found them to be nearly rusted through and two thirds clogged up with sludge. It is apparent we should renew all the old chemical lines in the building which will be time-consuming and expensive compared to the amount of material required. An estimate of cost is \$1,250.

PHYSICS:

The college staff is now building sheet metal ducts and installing them in the Physics Building for a ventilating and air-conditioning system to the Lecture Room. The Physics Department purchased the equipment for the system mainly from gifts for this purpose at a cost of \$2,047.

contd.

#2 Buildings and Grounds Committee Report
January, 1956

CIVIL ENGINEERING:

The college staff is now doing extensive alteration of display cabinets in the drafting room of the General Engineering Building. The work involves removing the display glass doors and shelves and replacing with drawers for storage of drafting equipment for the students.

KETZ-WAY GARAGE:

A double garage was built this fall in the area between the Beta House and Mr. Ketz's house. This is for the use of Professor Way and Mr. Ketz and the cost of construction was \$1,700. The old office of Dutchman's Village was moved and converted into a garage in the rear of Professor Smith's residence on Nott Street at a cost of \$1,713.

TELEPHONE LINES:

We had a bottleneck in our telephone lines on the campus due to a small underground cable between a pole near the Chi Psi House and the overhead line by the Heating Plant. A new ditch was opened this fall for a larger cable. We were caught with the freezing weather and now the area is quite messy as we cannot fill in the ditch due to the frozen dirt. This will be graded as soon as the dirt piles thaw in the spring.

ROOFS:

We had to replace at a cost of \$920 the porch roof Silliman Hall, Blodgett House and over the kitchen of Smith's residence. We need to do one half of the South end of Washburn Hall this summer at an estimated cost of \$1,150.

PAINTING:

We have done minor painting around the campus. Most of the interior work has been done in West College renovating the dorm rooms and hallways. Some work has been done in the Infirmary and the General Engineering Building.

The towers on both the Memorial Chapel and West College should be done this summer. Again, it will require high-structure people. One estimate is \$1,600 to repaint the belfry of the Memorial Chapel and \$800 for the West College Tower.

We expect to continue on our regular schedule of painting. South College, Hale House, Old Chapel and Old Gym Hall are the first buildings to be done on the outside.

STEAM LINES:

We will have to continue renewing our old steam mains and returns this summer. We are having trouble with the lines to the Electrical Engineering Building, Delta Upsilon House and the Caretaker's House.

Jan. 17, 1956
T. R. McIlwaine

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

JUNE, 1956

Practically only maintenance work has been done since the last report in January.

LIBRARY:

After receiving estimates to overhaul the dome of the Library ranging from \$26,630.00 to \$1,560.00, it was decided to do the minimum amount of work. The dome and lower roof was gone over and some slate and one copper ridge roll replaced. The copper around the windows was caulked and made secure at a cost of \$1,560.00.

PHYSICS:

The ventilation system has been installed in the Lecture Room by our own staff working on and off all spring. The material came from gifts to the College for this purpose.

NOTT STREET FIELD:

Work has been completed in grading and seeding the area between Nott Street and the Field House where the old temporary housing units were located. We hope this will provide a place for intramural sports, lacrosse and soccer. It has cost about \$12,300.00 to put in the parking lot and field. A fence is also being erected along the street side at a cost of \$2,031.00.

TREES:

The tree program for the year will be completed with a spray for the Elm Leaf beetle this June. We have a few more trees to remove which apparently died over the winter. We have planted 21 trees of various species and about 20 shrubs to fill in for some of the lost trees and to improve the appearance of the campus.

This program should be continued and funds allocated for the coming year. It is requested that \$5,000 be authorized in 1956-57.

PAINTING:

The outside work for the season was begun on Old Gym Dorm and South College. It was decided to paint the pilasters of these buildings. This is quite a tedious labor job and will be expensive. To date we have spent about \$3,000.00 on the work with the Old Chapel still to do. Next on the schedule is the North College, the Colonnade and Physics Building.

GROUNDS:

The lawns of the Campus were in quite bad shape this spring. We have drawn in quite a few loads of fill and topsoil to spread over depressions, etc. and then to reseed.

A macadam road has been built extending Alexander Lane from the North side of the Chemistry Building to the brook to provide access to the Field House. This cost \$3,068.00.

PROPOSED WORK:

We are planning for this summer to do some partition work in the General Engineering Building to provide a mathematics' office. Also to divide with partitions two large rooms in Geology on the second floor of the Old Chapel.

The sidewalk across the campus in front of the flagpole is to be renewed - also several steam mains and returns to buildings.

June, 1956

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

OCTOBER, 1956

BUILDINGS AND EQUIPMENT:

CHEMISTRY

New Chemistry tables were installed in the Organic Laboratories this summer at a cost of \$15,500.00 with additional work being done by our own staff to revamp the utilities to the tables.

GEOLOGY

The two rooms over the Old Chapel were divided with partitions to provide space for work by Geology majors and for research.

GENERAL ENGINEERING

New offices were provided by our maintenance staff for the Mathematics Department by partitioning space in Room 208 and a classroom set up in Room 211 where they previously had a group of desks.

At the same time the old wooden floor in the corridor at this end of the building was removed and asphalt tile laid at a cost of \$1,195.00.

ELECTRICAL ENGINEERING

Again two offices were provided in Room 15 which previously was one office. We are also building a projection booth in the large lecture room #22 so that films may be shown without the disturbance caused by the projection machine in the open.

BAILEY HALL

A rather unique set of tables have been obtained for Room 202 for seminar instruction. These were paid for through the Lester Fund at a cost of \$590.00.

WEST COLLEGE

A room in the basement has been divided with partitions by our own staff to provide practice rooms for students in Music. Pianos will be installed and facilities for practicing other instruments.

PAINTING

Extensive exterior work has been done to both North and South College. The stucco columns and cornices were painted white for the first time in ages. This involved considerable preparation in cutting back the heavy ivy. In the North Colonnade section the ivy had pulled all the stucco away from the walls and this all had to be renewed which was done by our own staff. The painting cost alone to the contractor was approximately \$6,500.00.

GROUNDS

PLAYING FIELDS

The area north of the Field House next to Nott Street has been graded and seeded at a cost of approximately \$7,900.00. We hope this will be available for use next fall. The Achilles Field in the pasture is now in use for intermural sports. We hope that we

can next do Daly Field so that the area by the Library can be made into a nice lawn.

ROADS AND SIDEWALKS:

A new walk of macadam was built from the Alpha Delta Phi Fraternity to connect with the area by the upperclass walk.

The concrete walk across by the flagpole has been renewed at a cost of \$4,435.00.

The parking area by the Modern Language Building and the path to the brook leading to the Field House has been covered with macadam. Also a section of East Lane in back of the Gymnasium had to be resurfaced.

We had the opportunity to get some fill without cost so the hollow in back of Psi Upsilon and Beta Theta Pi fraternities was filled in. We hope later to add top soil and shrubbery to conceal a parking area for their vehicles.

JACKSON'S GARDEN

To prevent erosion by the brook at the east end of the Garden, we had to erect a concrete wall at a cost of \$1,215.00. Also the woven wire fence on the Nott Street side had to be repaired so a gate was erected at a cost of \$250.00.

TREES

We have spent \$1,966.00 on the removal of nine large trees and the pruning of a few trees.

A fertilization program of about half the campus has just been done by the Tree Service which will probably cost in the neighborhood of \$2,500.00.

A student and two of the maintenance staff spent nearly the entire summer cutting down and removing dead trees from the wooded area of Jackson's Garden. In addition, a number of the smaller dead trees on the main campus have been removed by these men.

LAWNS

Over \$700.00 has been spent on fertilizer and seed for the lawns. This material has been spread over the major areas of the campus including the two new playing areas.

October 26, 1956
T. R. McIlwaine

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS
JANUARY, 1957

Little major work has been done in the past two months since the October report to the Board.

GYMNASIUM:

Laundry equipment has been purchased from the American Laundry Company for \$2,667. About three years ago we installed the home type of washer and dryer but found it was not durable enough nor did it have the capacity. Even with the home-type equipment, the Athletic Department was able to cut its inventory of towels, socks, etc. With the new machinery more athletic equipment can be cleaned and further savings made. It is estimated we are saving over \$1,000 in cleaning costs per year from what we paid to outside laundries. In addition, our equipment is lasting longer. The laundry work is being done by the present staff.

WEST COLLEGE:

We obtained 107 metal lockers for the use of our commuting students and the General Electric apprentice program students. These have been set up in the basement of West College. Cost of the lockers was \$1,872.50.

CHEMISTRY:

The Executive Committee authorized the purchase of tables for the Quantitative Laboratory at a cost of approximately \$15,000 to be included in the 1957-58 budget. This will complete our three year program to replace the 35 year-old equipment. A program of relighting this building should now be undertaken.

LIGHTING:

New fluorescent ceiling fixtures have been put in General Engineering Rooms 102 and 211 besides the new Mathematics' Offices. In Bailey Hall, Rooms 101, 201 and 208 have new lighting. The Provost's Office in the Wells House was also done. Cost of the lighting fixtures and installation was \$2,075.

PAINTING:

We have painted the new Mathematic offices in the General Engineering Building and also the drafting and classrooms on the third-floor.

In the Electrical Engineering Building, we have done the large lecture room, a classroom and corridors on the second floor.

Other miscellaneous painting has been done such as the shower room in North and South College during the vacation period.

TREE WORK:

The fertilizing of part of the campus was completed in November. So far this fiscal year we have expended \$4,529.00 on removal, pruning and fertilizing. It is hoped the funds will be available to continue this program.

January 8, 1957
T. R. McIlwaine

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS
JUNE, 1957

Interior and exterior painting has been the only contractual work done on the campus since the January report. This work was suspended during February and March due to lack of funds in the budget. The two main floor rooms of Silliman Hall have been repainted. We began the outside painting with the General Engineering Building and have done Biology and Electrical Engineering Buildings, Chemistry, Bailey Hall and the Gym are next on the schedule.

GROUNDS.

The excellent weather during April enabled us to get an early start on our lawns. With the purchase of a new Ford tractor, we were able to spray most of the grass with a weed killer. Also fertilizer was spread over the pasture, around Washburn Hall and the field and area around the Field House.

We will have to remove a number of trees this summer due both to old age and elm disease. We have planted a number of trees this spring and hope to keep up with the loss. A large number of pines have been set out along Seward Place in the Pasture, and we expect that they will soon provide a screen along the fence line.

SIDEWALKS.

We have renewed several slabs with our own staff along South Lane and expect to do more this summer. We have contracted for the walk around the Field House to be done with macadam and expect to renew the section in front of the General Engineering Building this summer.

CAMPUS MAP.

The Student House Presidents' Council donated a large map of the campus to the College. It was erected on the corner of Old Chapel. It is hoped this will be helpful to visitors to our campus.

BUDGET.

In the 1957-58 budget, \$30,000 has been allocated as a reserve for rehabilitation of buildings and unusual equipment. For the coming year, this money has been assigned to cover certain budget requests, but it is expected that a sum will be set aside each year to cover unexpected expenses in this category.

T.R. McIlwaine,
June, 1957

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

OCTOBER, 1957

The past summer on the campus has been a busy one for the Buildings and Grounds staff. No real building work was done by outside contractors, but improvements were contracted for in Chemistry, Mechanical Engineering, a stretch of sidewalk and new tennis courts.

CHEMISTRY

For the third year, new laboratory desks have been installed. The desks in the Quantitative Laboratory on the third floor were all replaced. The room was relighted and painted. The laboratory tables cost \$13,570 and the lighting and painting \$1,068.

MECHANICAL ENGINEERING LABORATORY

To provide space for an air compressor and stock of metal sheets, bars, rods and other supplies, a 72 ft. by 12 ft. addition was built on the south east side of the laboratory in rear of the General Engineering Building at a cost of \$5,500. The air compressor is used in instruction in the Mechanical Engineering Department and as a source of compressed air for the Shop. Last spring we were fortunate to share with R.P.I. in the disposal of about \$400,000 worth of surplus material by the government at the closing out of a program at the General Electric Company. This material consisted mostly of odds and ends of metal stock, nuts and bolts, bearings, small motors and assemblies - all of which are very useful to us. It was acquired at a cost of about \$200. Moving these supplies into the addition will enable us also to provide space for better instruction in the use of the machine tools to the students. An improvement to the building was made by providing a covered area at the entrance.

SIDEWALKS

The old curve in the walk in front of the General Engineering Building was removed. A new seven foot wide concrete walk was laid in a line with the walks in front of North Colonnade and Kappa Alpha at a cost of \$3,782. This will also improve the lawn area, we hope, by eliminating the short cut paths the students made to the entrance of the building.

SILLIMAN HALL

The College staff did considerable remodeling work in the Infirmary. The Doctor purchased an X-Ray machine and table at a very favorable price of \$685. This necessitated the construction of a light-proof space for its use. A corner of the North room on the second floor was partitioned off. The cabinets and partitions in the center room were removed and a closet built. The old closet was converted into a darkroom by the addition of a sink. The bath room was stripped of its antiquated tub and sink and an enclosed shower and new sink installed. The floors of the bathroom and waiting room were tiled. All these changes required that the two rooms and bath have electrical work for the X-Ray machine and relocation of outlets. Then, of course, a painting of the new work and of the entire two rooms had to be done. The cost of these materials and painting work was \$2,026.

PSYCHOLOGY

Changes in the staff and the need for another classroom in the Department necessitated the removal of a partition and reconstruction of a room for this purpose. The lighting was re-arranged and the floor tile laid by the college staff and then the room was repainted at a cost of \$870.

#2 October, 1957

GROUNDS

Considerable work has been done on the grounds this summer in removing overgrown shrubbery, dead trees, weed control and reseeding of lawns. About 35 trees of all sizes were taken down by the staff and a tree contractor. Some were diseased and others just plain died of other causes. We replanted a few maples and about two dozen small flowering trees. The tree contractor took down 18 trees, pruned 17 and fertilized 7 trees at a cost of \$2,281.50 while the others were removed by a college crew.

TENNIS COURTS

Four new all-weather courts are being built where the old clay courts were south of the Idol. The work is being done by F.C. Feise Company of Narberth, Pennsylvania at a cost of \$16,000.

Some additional fencing will be required, and it is hoped the sides of both these courts and those north of the Idol can be enclosed with ten foot high woven wire fencing. If this is done, there will be a further cost of about \$5,000.

FRATERNITIES

Phi Sigma Delta Fraternity is constructing their new house on Lenox Road at a contract cost of \$108,170 plus architectural fee, landscaping and furnishing. It is a well constructed building and should be a good addition to our campus. They expect to be able to occupy it in the latter part of November at the latest.

On the Multiple Residence Law, eight fraternities have been surveyed by an electrician for installation of a fire detection system and exit lights. Considerable difficulty is being encountered in determining just what will be required by the City Inspector and what he will allow to pass. There is a lot of resistance by the fraternities to installing exit lights downstairs, particularly over the front door as the law requires one at each means of egress. The estimated cost for each house is about \$2,000. So far the Chi Psi Fraternity is the only house to go ahead with this work. We hope that the difficulties can be settled with the inspector and the work begun shortly.

After inquiry with two contractors, there did not appear that any savings could be made by a pooling of the fire-escape work as each house would be a custom-made job to fit their requirements.

T. R. McIlwaine,
October 21, 1957

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

JANUARY, 1958

Painting and Tree work are about all the work done since the October meeting. This report concerns mostly proposed work on the campus.

PAINTING

We have kept the painter busy all fall working mostly on the interiors of buildings. We have spent \$7,360 on the following buildings this fall:

- Wells House - painted outside
- Psychology - entire interior redecorated
- Professor Way's Residence - interior repainted and papered
- Professor Hoadley's Residence - only a couple rooms redecorated and repair to water damaged ceiling
- General Engineering Building - old metal air ducts removed and openings bricked up and then painted in the basement
- President Davidson's Residence - repair to water damaged ceiling, new shelves and entire kitchen redecorated

TREES

Since the October report we have had a contractor prune 36 trees, fertilize 50 and cut down one. We have several more to be removed before the April migration of the elm beetle. To date this work has cost us \$3,522 in addition to the work done by our own staff.

MEMORIAL CHAPEL

A contract has been signed with Casavant Freres, Ltd. of Canada for the overhaul of the organ at a cost of \$17,805. There is the desire on the part of Professor Curtis, organist, and members of the faculty Lectures and Concerts Committee to have a new playing console and to move it and the choir seating into the balcony on the right side as you face the front. The action of the pedals and keys of the console of course is as old as the pipes, wind bellows and other parts of the organ. A new console would take advantage of a modernization of the organ that can be done along with the repair work. A new console would cost an additional \$8,105 if done at this time.

A move of the console and choir seating to the balcony would involve some rearrangement to provide space for the console and choir. The greater expense would be for the redecoration of the chancel after removal of the present console and choir seating. A move of this sort would be a major change in the appearance of the Chapel and should be done artistically, which would require outside assistance.

A decision must be made immediately if the organ builders are to have a new console available for the first part of October, which is the earliest they can have the organ repaired beginning work the latter part of May.

COBALT SOURCE

The Schenectady Varnish Company is proposing to give to the College a source of radioactive cobalt and a small building to house it. A gift has already been made to cover the cost of the cobalt source from Brookhaven Laboratory. The building, approximately 15 feet by 25 or 30 feet, is being designed by the Varnish Company. The College will be expected to supply all the utilities to whatever site we choose for the building.

#2 January, 1958

Tentatively a site has been selected in the east end of Jackson's Garden near the storage sheds in rear of the Electrical Engineering Building. This site is comparatively secluded on the campus but on the other hand forces quite an expenditure to supply the utilities by the College.

PROPOSED DORMITORY

Our preliminary application to the Federal Housing and Home Finance Agency has been tentatively approved and \$600,000 has been set aside pending the filing and approval of the formal application.

McKin, Mead and White have been engaged as architects and Foster Brown will handle the legal requirements of the application. We may need to later engage a bond counsel when the time comes to complete this part of the loan from the government.

The architects have proposed several schemes. One is to build two additions on either side of the present West College Dormitory. This makes a rather big building. The other scheme, which is favored by the college officials, is a separate building about 146 feet long and 38 feet wide to be located at the north end of the pasture. The long axis of the building to be east and west centered between the Terrace Wall and Seward Place fence with the face of the building in line with the north end of North College.

This building is favored as it would give better control over the students. A typical floor would be further divided into two sections, each housing about sixteen students.

PROPOSED LIBRARY

Dr. Davidson has written fully on the present situation of a new Library in his letter of January 1, 1958 to the Trustees. As a matter of record, the College has engaged Dr. Metcalf as a consultant. He visited the campus December 18, 1957. His principal suggestion at that time was that we seriously consider locating the Library on the site of the Kappa Alpha Lodge.

T. R. McIlwaine
January 22, 1958

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

JUNE, 1958

This spring again most of the work done has been painting, general maintenance and upkeep of the grounds.

PAINTING:

The General Engineering Building has received a rather complete paint job inside. In addition, the old ducts in the basement were removed and the area cleaned up with paint and new lights.

The interior of the Electrical Engineering Building has also been nearly all repainted.

On the outside, we have done Washburn Hall and West College.

So far this year, we have paid the painting contractor for labor and use of his equipment, \$20,630. We buy the paint ourselves.

LIGHTING:

We have spent this spring \$4,562 on new fluorescent fixtures in Bailey Hall, General Engineering and Electrical Engineering Buildings.

TREES:

A number of trees along Nott Street were removed this spring together with about four on the main campus at a cost of \$1,157. The campus trees have also received two sprays this spring - one in April for the Dutch Elm disease beetle and again in June for the Elm Leaf beetle. This year, we have spent \$5,140 on the upkeep of the campus trees.

HEATING PLANT:

On May 20th, we were informed by our local supplier of coal that they were going out of business. We have had a rather favorable arrangement with the Gaffers Coal Company since before the War for handling our soft coal requirements. Requests for proposals to supply us with coal have been sent to eight local firms. We have not, as yet, received a formal reply, but informal estimates for handling our coal make it appear that it will cost us between \$2,500 and \$5,000 extra for the same tonnage.

In the meantime, we will investigate the cost of conversion to gas or oil. It will not be likely that we can get cost estimates, a decision and installation of conversion units by the time we will need heat this fall.

COBALT SOURCE:

The building plans for this facility are in the hands of the Atomic Energy Commission for approval. The contractor is ready to erect it as soon as approval is received. It will be at the east end of Jackson's Garden near the storage sheds.

T. R. Mellwaine,
June 4, 1958

Minutes of the Buildings and Grounds Committee, Trustees of
Union College, June 30, 1958

Meeting held in the President's office, Administration Building at 3 o'clock, p.m. Present were Albert Bantham, chairman; Ralph Rue, Henry Schaffer and Theodore McIlwaine, Business Manager.

Mr. McIlwaine presented preliminary figures on cost of operation of the Heating Plant by coal, gas and oil. Discussion was held on the problem of the heating plant. It was the consensus of the committee that gas operation was more expensive than coal or oil and in view of the possibility of moving the plant when the central building was located, it should not be considered at this time. It appeared that there might be a saving in use of heavy oil over coal and its installation cost could be recovered in three years or so over the cost of coal. It was decided to have further investigation of the cost and operation of the heating plant using oil burners.

The question of the source of supply of coal for the coming year was then presented. Eight coal dealers had been asked to bid on our requirements. Four responded. J. H. Buhrmaster Co., Inc., was the low bidder at \$1.93 per ton as the charge for hauling our coal. It was noted to award the contract to this firm.

Mr. McIlwaine brought up the problem of dead or dying trees on the land leased to fraternities. It was decided to make every effort to have the fraternities arrange for their removal but if they did not do so to have the college remove them and bill the fraternities over a five year period of time if they were unable to pay sooner.

Meeting adjourned at 4:45 p.m.

*Bldgs + Gds.
Com. Reports*

A meeting of the Buildings and Grounds Committee of the Board of Trustees was held at 10 a.m. Thursday, September 18, 1958 in the office of Mr. Schaffer. Present were Mr. Bantam, Chairman; Mr. Rue; Mr. Schaffer; Business Manager McIlwaine and guests Mr. Rueben Head and Mr. Sid Blackburn of TerBush and Powell Insurance Agency.

Mr. McIlwaine gave a brief history of the present fire insurance on the buildings and contents at Union College and the events leading up to the preliminary survey. The status of the fire insurance of the College was discussed. Several possible deficiencies were noted, but nothing could be stated definitely without further information. Possible ways of procuring adequate coverage were also discussed.

The Committee agreed to ask TerBush and Powell to complete the survey which had been begun by the company engineers and to present a complete report together with recommendations and an estimate of the cost involved. Included in the report would be information concerning a "Floater policy" to cover equipment, supplies, etc., and the possibility of securing a deductible clause in the fire insurance policy. It was the feeling that this might be a \$5,000.00 or \$10,000 deductible clause.

It was hoped that some of this information would be available in time for the Executive Committee meeting in October, but that in any event definite recommendations should be ready for the January meeting of the Board of Trustees.

The Committee requested that Mr. McIlwaine proceed with an inventory of the contents of the buildings on the campus in order to determine the value of the proposed floater policy.

Meeting adjourned at 11:40 a.m.

T. R. McIlwaine (Sept. 18, 1958)

ALBERT P. BANTHAM
246 STATE STREET
SCHENECTADY 5, NEW YORK, U. S. A.

TELEPHONE FRANKLIN 4-3311

September 27, 1958

Mr. Theodore McIlwaine,
Union College,
Schenectady, N. Y.

Dear Ted:

I would suggest that the third paragraph be changed to read something to this effect:

"The Committee agreed to ask TerBush and Powell to complete the survey which had been begun by the company engineers and to present a complete report together with recommendations and an estimate of the cost involved. Included in the report would be information concerning a 'floater policy' to cover equipment, supplies, etc., and the possibility of securing a deductible clause in the fire insurance policy. It was the feeling that this might be a \$5,000.00 or \$10,000.00 deductible clause

It was hoped that some of this information would be available in time for the Executive Committee meeting in October, but that in any event definite recommendations should be ready for the January meeting of the Board of Trustees.

The Committee requested that Mr. McIlwaine proceed with an inventory of the contents of the buildings on the campus in order to determine the value of the proposed floater policy."

Make any changes you feel are in order on this. I am sorry to have held you up but we have been out of town again.

With kindest personal regards,

Cordially,



A. P. Bantham.

B:H

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

OCTOBER, 1958

The Buildings and Grounds Committee has held two meetings since June. On June 30th, the Committee discussed the feasibility of converting our heating plant from coal to either oil or gas. It was decided that gas, at its present price, was too expensive, and that the use of oil might effect a savings. Mr. McIlwaine was instructed to investigate the cost of conversion to oil. For the year 1958-59, the Committee awarded the coal contract to J. H. Buhrmaster Company, Inc. as the lowest of the four bidders who responded to our request for bids.

At the second meeting held on September 18th, the Committee discussed the fire insurance coverage of the College. It was decided that possible improvement in coverage could be made and that a study should be undertaken to determine the costs involved. It is hoped that definite recommendations can be ready for the January meeting of the Trustees.

Since the last report to the Trustees in June, two major projects have been completed along with our general maintenance.

COBALT 60 SOURCE:

The concrete block building to house this equipment has been completed at the east end of Jackson's Garden near the storage sheds. The cobalt 60 source and building are gifts of the Schenectady Varnish Company amounting to \$18,380.00. The College provided the utilities which cost \$6,660.00. The major cost of this was due to having to install sewerage pumps in the barn and 340 feet of excavation and piping to the main sewer. We had a septic tank serving this area, and the new construction forced us to conform to the code requirements. This installation will provide for any future needs of sewers in this area.

DORMITORIES:

To conform to the Multiple Residence Law, we installed sprinklers in the halls and corridors of North and South College. This was done by the Grinnell Corporation at a cost of \$9,268.00.

In West College, we installed a fire detection system in the basement and exit lights throughout the building at a cost of \$1,300.00.

The lock cylinders in all the dormitory rooms have been changed this summer. We used the Best Universal Lock Company cylinders with interchangeable core to provide flexibility. This permits us to change our room locks easily and to even change the entire system at a lower cost than using the standard cylinder. The cost of this conversion was \$840.00.

BAILLY HALL:

In four rooms on the south side of the building, the first floor concrete floors have settled over the years. During the summer, we laid a new topping in the two rooms most in need of repair and finished with an asphalt tile. We investigated the ground under the floor first and could not find any cause for the settling so we will have to wait and see if this is a remedy.

BAILEY HALL: (Contd.)

We also bought 95 new tablet arm chairs for two classrooms to replace tables and chairs. This will allow larger classes in these rooms.

MEMORIAL CHAPEL:

Casavant Freres, Ltd. of Canada removed the organ this summer for overhaul. They are now re-installing the various components, and it should be finished early in November.

The playing console has been turned 90 degrees in the chancel of the Chapel. Folding chairs have been substituted for the old choir benches in order to accommodate the larger number of singers. Drapes are on order with Mayfair for \$900.00 to cover the marble side walls of the chancel to improve accoustics. They will match the red window drapes.

We have put a new copper roof over the rear portion of the Chapel at a cost of \$1,448.00.

PAINTING:

On the outside, we have done the three faculty houses occupied by Pearson, Ketz and Gillette (Parkwood Blvd.) and also the Memorial Chapel. We have done work inside on the Physics Lecture Room, Electrical Engineering, Bailey Hall, and the sprinkler pipes and a few rooms in North and South College.

STREETS AND SIDEWALKS:

Two places have been resurfaced with macadam. The walk area around Washburn Hall and toward the Memorial Chapel was done at a cost of \$800.00. A section of the road in the rear of the Gymnasium was resurfaced at a cost of \$354.00. The intersection of this road in back of the Gym and South Lane was widened by our own staff.

TREES:

A number of dead and diseased trees have been removed by a contractor and a considerable number fertilized and pruned throughout the campus. Our own staff did a substantial amount of work cleaning out dead wood in the Garden and other spots where the trees could be fallen without damage to buildings. We have paid the tree contractor \$3,500.00 so far this year for his work.

A number of young trees are now being selected this fall for planting in the early spring.

STEAM LINES:

A number of our underground steam lines have shown deterioration. The College staff has done most of the work renewing them. We have spent to date \$2,300.00 on material. More work will have to be done next summer.

ELECTRIC LINES:

The work done to provide service to the Cobalt 60 building will give extra capacity in this area should it be required.

Although it is not quite under this heading, we installed three new city fire alarm boxes on the Campus - one in front of North College - one in rear of South College and the

#3

ELECTRIC LINES: (Contd.)

other near the Heating Plant. Previously, we had only one city alarm box next to Washburn Hall, and the underground service to this box failed. The new service is all overhead wire and gives better protection. The cost of this work was \$1,915.00.

PROPOSED DORMITORY:

Preliminary plans have been received from the architect's office. The building will house 124 students and a faculty proctor on four floors plus basement. It will be situated at the north end of the Pasture facing South. The building is 150 feet long by 38½ feet wide with the front on the long axis of the building extending east and west. It will, of course, conform to the architecture of the campus.

T. R. McIlwaine,
October 24, 1958

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

JANUARY, 1959

The new dormitory, library and heating plant are about the only items to report on this month. The usual routine maintenance work has been carried on by the college staff since October. The only outside contractors on the campus have been the tree company and some work by the painters.

STUDENT DORMITORY

This report has been delayed in order to give a summary of the contractors' bids for the new dormitory. The proposals were opened at two o'clock, Tuesday, January 20, 1959, in the President's Office. Following is a list of the bidders and the amount of their proposal to construct the new 124 student dormitory:

<u>Contractors</u>	<u>Base Bid</u>
*Lupe Construction Co.	\$466,750.00
**Sweet Associates, Inc.	468,000.00
Machnick Construction Co., Inc.	475,475.00
MacFarland Construction Co., Inc.	483,901.00
McManus, Longe and Brockwehl, Inc.	492,690.00
L. A. Swyer Co., Inc.	493,000.00
Christensen and Nielsen	498,442.00
Hanson Construction Corp.	515,000.00
Modern Construction Co., Inc.	516,000.00
C. Rolland Oswald	520,000.00
James E. Lowe & Sons, Inc.	542,500.00
John Duguid & Sons, Inc.	567,557.00

* Lupe Construction Company did not submit a complete bid which may not have been entirely their fault. There is a difference of opinion on this.

** Sweet Associates, Inc., have formally protested that the low bid was incomplete and informal. This matter is being taken up by the Architects, Mr. C. Foster Brown and the Housing and Home Finance Agency.

The Buildings and Grounds Committee and Executive Committee are scheduled to meet Friday afternoon, January 23rd and will, probably, at that time, make a recommendation of the contractor to be approved by the Board.

LIBRARY

The very generous gift of Trustee Schaffer of a building for a new library was announced on January 9, 1959. The college architects, McKim, Mead and White, are now preparing plans for this building. The proposed location is between the tennis courts in rear of Alumni Gymnasium, just south of the heating plant, and 123 feet east of the rear of Washburn Hall. It will be a building of about 400,000 cubic feet on three floors. It is hoped the architects will have sketches and cost estimates available at the Board meeting.

HEATING PLANT

The proposed location of the new library forces us to consider work on the heating plant. The new building would take away 50 percent of our coal storage capacity. A report on conversion of our boilers in the present location to oil or the construction of a new plant behind the Biology Building has been submitted to the Executive Committee and Finance Committee. A summary of the main points of that report is as follows:

1. Construction of new library in proposed location makes it nearly impossible to operate the present plant with coal.
2. Conversion of the present plant to oil would cost about \$39,905.00.
3. Construction of a new plant would cost about \$325,000.00.
4. An immediate decision must be made as the availability of equipment to convert is 5 months after placing the order, and detailed plans must be drawn and contracts let. We have only 7 months before heat will be required in the fall.
5. If coal is continued as the fuel for 1959-60, then the construction of the library cannot be started until June, 1960 in its proposed location.

GYMNASIUM

The sand water filters for the pool in the Gymnasium are nearly 45 years old. As it is purely a mechanical operation, we have kept them going by renewing the sand, painting the tanks, replacing the pumps, valves, and the other working parts of the filters. Nevertheless, there has been wear, and the capacity to filter the water of the pool is about one-quarter of what is considered good practice and prescribed today by the State Health Authorities for new pools. Also, there is more use of the pool today by the students in physical education and intramural sports than was ever contemplated by the designers. The Finance Committee has voted to authorize the expenditure from the Plant Rehabilitation Reserve whatever sum is necessary to replace these filters. Due to the very limited space available in the basement of the building, we are going to have difficulty on this job getting filters to meet the capacity required. We hope to do this work during the summer.

T. R. McIlwaine,
January 21, 1959

To: Members of Board of Trustees, Committee on Buildings and Grounds.

REPORT ON HEATING PLANT:

The location of the proposed new library forces us to make a decision immediately on the conversion or relocation of the heating plant.

Attached is a print showing the location of the library as it is now proposed. You can note that it comes within about 10 feet of the shed which houses the emergency electrical equipment, water softener salt and coal loader storage. It takes away 50 percent of our storage capacity for coal. We would be unable to operate our coal-fired boilers without an assured and steady supply of coal each week. This would also mean using part of the face of the library as the back wall of the coal storage area. We have to order coal from the mine and are subject to delays in transportation by rail and strikes.

Our present heating plant is equipped with two Babcock and Wilcox coal-fired boilers each rated at 23,500 lbs. steam per hour. These were installed in 1948 in place of our old equipment at a total cost of \$270,000.00. They are now ten years old, and we are told that they should last ten to fifteen more years without too high maintenance costs. Our electrical combustion control equipment should be overhauled as it is continually getting out of adjustment due to wear, and the electronic tubes are now obsolete.

We normally can supply the campus buildings with sufficient steam for heat by operating one boiler. With low temperature and high wind as we have had January 4th through the 7th this week, we have had to use both boilers. This is the first time for several years that it has been necessary to fire both units at once. With the addition of the library, we estimate that one boiler will be operating normally at full capacity of our coal firing equipment, and we will have to use both units more frequently in cold weather.

We have long desired to convert the heating plant to oil. It would be a more efficient operation. There would be a saving on labor cost and even possibly on fuel cost due to sometimes receiving poor quality coal. There would be a saving on maintenance costs. We would eliminate the poor community relations we have from the emission of smoke and fly ash for which the city environmental health officer is frequently notifying us of violation of the smoke ordinance.

We estimate that there could be a savings of possibly \$5,000.00 per year by using oil over our present coal costs plus the intangible benefits of a cleaner operation. The labor savings would not be in actual dollars, but the men could be used at other work on the campus. Also, at the moment, there is a Utica firm who might be interested in purchasing our coal elevator, overhead storage bin, and ash handling equipment which would save some demolition cost to make the present plan more presentable.

There are now four firms supplying #6 oil in the capital district. This gives us the advantage of competitive bidding and also provides a supply of oil available in case of difficulty by one firm.

In order to present fairly good estimates on the conversion of the heating plant to oil, we have asked Mr. Nicholson, a consulting engineer who worked on the original design of our present plant, to give us some definite figures. They are as follows:

Babcock and Wilcox oil burners	\$ 9,805.00
Alteration of boilers and installation of oil burners	11,100.00
Combustion control equipment	11,000.00
Installation of oil tank-piping to burners and electrical work	<u>8,000.00</u>
Estimated Total	\$39,905.00

The oil burner installation is to provide 2 units in each boiler to supply our present steam capacity, but the capacity can be increased 30% by the addition of another burner in each boiler. Our capacity is now limited by the coal firing equipment although increasing it might shorten the life of the boilers. If future buildings required us to have more capacity, we could thus supply it rather than erect a new plant at that time, although a new plant eventually would be required in this case.

Of this conversion equipment, we could probably salvage the burners and combustion control unit when a new plant is built. Their usefulness would depend on their age at the time of moving. We could probably salvage the tanks if they were located so as to be worth moving rather than buying new ones.

The more ideal solution would be the erection of a new plant. We have asked Mr. Nicholson to give us his estimate to do this. Without a detailed study, we have arrived at a figure of about \$325,000.00.

Tentatively, we picked a site in rear of the Biology Building near our present group of storage sheds. We would salvage the two boilers from the present plant and all other auxiliary equipment possible. We would convert these two boilers to oil. We would add a third boiler for the following reasons: 1. required in order to have heat by opening of school in the fall; 2. Give us added capacity and enable us to operate efficiently at the lower steam requirements of early fall and late spring; 3. enable us to later extend a steam line to the Field House where we have only one boiler and its failure in cold weather would be expensive.

We believe a new plant at a cost of about \$325,000. is not excessive in view of the fact \$270,000 was spent 10 years ago in the old plant, and the new plant estimate includes 1. A new building, est. \$80,000; 2. a third boiler, est. \$36,000; 3. a steam main from new location to present plant and connections to present lines radiating from there to building, est. \$25,000.

To summarize this report, we would list these points:

1. Construction of new library in proposed location makes it nearly impossible to operate the present plant with coal.
2. Conversion of the present plant to oil would cost about \$39,905.00.
3. Construction of a new plant would cost about \$325,000.00.
4. An immediate decision must be made as the availability of equipment to convert is 5 months after placing the order, and detailed plans must be drawn and contracts let. We have only 7 months before heat will be required in the fall.
5. If coal is continued as the fuel for 1959-60, then the construction of the library cannot be started until June, 1960 in its proposed location.

Jan. 9, 1959

C: Executive Committee, Finance Committee

T. R. McIlwaine

T. R. McIlwaine, Business Manager

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

JUNE, 1959

No major work has been done on the campus since the January report. Our concern has mostly been with the new dormitory and heating plant.

RICHMOND COLLEGE DORMITORY:

After some delay, the contract for construction of the new dormitory was awarded to the low bidder, Lupe Construction Company, and signed on March 13, 1959. The contractor was instructed to begin work April 6th and he did so a day or two later. At this date, the foundations and basement walls are up on three sides of the building. A corner stone ceremony is scheduled for after the parade on Alumni Day, June 13th.

HEATING PLANT:

After considerable preliminary work, bids were received from three contractors to supply oil burners and to do the necessary work to convert our present coal-burning boilers to oil. The contract was awarded to John A. Scanlon Supply Co., Inc. of Utica, New York for \$45,000 who is supplying Peabody PK-54 oil burners for the job. We are doing a little more work than originally planned, and, in addition, the coal bunker on top and ash removal system are being removed. This gets rid of most of the equipment showing above the roof. These items have been sold to the Mohawk Valley Paper Company of Little Falls for \$4,000, and the Scanlon Co. is removing it for them. It is expected that this conversion will be completed by September 1st.

Bids were solicited from four suppliers of Number 6 or Bunker C oil and Number 4 oil. There was little difference in their quotations, and after some investigation, it was decided to award the contract to the Gulf Oil Company who appears to best meet our requirements and to be a reliable source of supply. Number 6 oil will be used in our heating plant, and Gulf has been supplying us with No. 4 oil in the Field House and West College.

SCHAFFER LIBRARY:

Numerous conferences have been held with the architects, McKim, Mead and White, concerning the Schaffer Library. The architects are to have a report on the building ready for the Trustees at their June meeting. The site proposed is in the center of the campus, just east of Middle Lane with the entrance now facing West. This location is adjacent to and south of the Heating Plant.

MEMORIAL CHAPEL:

Consideration has been given to repainting the interior of the Chapel¹. The architects agree that the walls, which originally had the color put in the plaster, should now be painted. The problem of treatment of the floor arose during these discussions, and it is their opinion that it should be covered. Otherwise, it would look dingy with the rest of the interior freshly painted. The rubber tile isles are in fairly good condition, but the wooden floor under the seating needs refinishing. The costs of the various methods of treating the floors are now being gathered with estimates on the other work before a decision will be reached.

#2 Committee on Buildings and Grounds Report
June, 1959

We have been carrying on, during this spring, the usual maintenance work of painting and repair of buildings. Minor roof work has been done on the Administration Building and Washburn Hall. Our macadam roads and sidewalks suffered badly from winter damage, and considerable repairs will have to be done this summer. The underground street lighting system broke down almost completely in the early spring, and we will have to renew quite a portion of these lines. A few small lengths of the steam lines also have to be replaced during the summer. It appears that the campus will be considerably torn up this summer.

P. R. McIlwaine
June 5, 1959

REPORT OF THE COMMITTEE ON BUILDINGS AND GROUNDS

October, 1959

RICHMOND HOUSE DORMITORY:

Construction has proceeded fairly satisfactorily according to the architects. Some difficulties have occurred due, primarily, to the inexperience of the contractor. The contractor has until next May to complete the contract, but he feels the building itself will be done by February or March for our occupancy.

The College Administration is intending to recommend that Richmond House be used, primarily, as an upperclass dormitory with first preference to the non-fraternity student - West College and South College to be used as Freshmen dormitories and North College, which has three sections, to be divided as required between freshmen and upperclassmen. If this recommendation is followed, then South College and North College dormitories should be renovated. South College is particularly in need of repair having housed more students than is desirable. A study should be made of the space to be set aside for study-lounge rooms; what treatment should be given the room floors and corridors to repair and provide quietness; what new furniture is required; paint colors to be used to brighten the rooms; what necessary repairs to the utilities is involved. Such a survey would provide information as to costs, and then a priority could be established to do the work desired within the amount of funds available.

A floor plan of these dormitories is enclosed to give some idea of the work which may be involved.

HEATING PLANT:

The conversion of the boilers to oil heat has been completed and are working satisfactorily. It is quite a relief not to have smoke pouring out of the chimney. Our men need experience in operation of the new equipment which time should provide. Cost of this conversion is \$45,000. Repairs to the two boilers during the summer amount to \$5,537.36 - to replace tubes and firebrick mostly. In addition, we spent considerable time and money on our usual summer overhaul of parts and to acid-clean the boilers of scale.

SCHAFFER LIBRARY:

Plans for this building have been delayed due to the illness during the summer of the architect assigned to the project. Another man has now taken over the work, and the plans should be ready in the near future. It is hoped they will be ready to go out for bids in December.

CIVIL ENGINEERING BUILDING:

The interior box gutters on this building which were beyond patching have been removed and covered over. Lead coated copper was laid over the new part of the roof and repairs made to the existing flat roof at a cost of \$9,754.77.

GYMNASIUM:

New filters have been installed for the swimming pool at a cost of \$6,674.00. The City and State Health authorities would not permit the new filters to be connected to the old water and drain pipes. Therefore, extensive work had to be done on the plumbing at considerable additional cost than first estimated. The plumbing is not yet completed, and no cost figure is available at this time.

October, 1959
Buildings and Grounds Report

GYMNASIUM (Contd.)

The electrical service to the building and the fuse panel were old, and there was a conglomeration of wiring that had been added through the years so this work also was modernized at a cost of \$3,524.43.

PRESIDENT'S HOUSE:

Considerable work has been done on the plumbing of this house during the last two months. The small bathroom in the rear portion of the second floor was furnished with new fixtures and a toilet added in an adjacent closet to provide additional lavatory facilities.

Two breaks occurred in the sewer line within the house which required, in one spot, tearing down a strip of the wall in the living room and, in the second spot, removing the ceiling of the first floor lavatory. In both cases, the cast iron pipe was paper thin. The plumber has not yet submitted his bill for this work.

PROFESSOR MARCH'S HOUSE:

This house at 1086 Gillespie Street was willed to the College by his sister, Miss Mildred March, who died August 20, 1959. Her Will provided that it could be used or sold by the College - the net proceeds used to fund a scholarship if sold.

The house is in poor condition and has no garage. It is the recommendation of the Committee and of the Finance Committee that the house be sold. The attorney for the Estate informs us that it will be turned over to the College about November 1, 1959.

ROADS:

The section of road from the rear of the Biology Building to the drive at the General Engineering Building has been repaved with blacktop at a cost of \$1,105.00. One half the concrete entrance at Payne Gate has been replaced at a cost of \$1,198.63.

Considerable patching is also being done on the roads of the campus. Our concrete roads have deteriorated to quite an extent, and in the not too distant future, a resurfacing job will have to be started.

TREES:

Quite a number of trees, mostly elms, were removed this summer. Some were fairly large in diameter. Nineteen were removed by an outside contractor, and a few by our own staff. A number of trees have been trimmed, and there are some yet to be done. To date, we have paid \$2,994.25 for the work done by the contractor.

T. R. McIlwaine,
October 16, 1959

X ROOMS OPENING ON TO FIRE ESCAPE - SHOULD NOT BE USED.
X SUGGESTED STUDY-LOUNGE ROOMS - Partitions to be removed to create one large room.

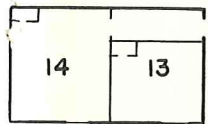
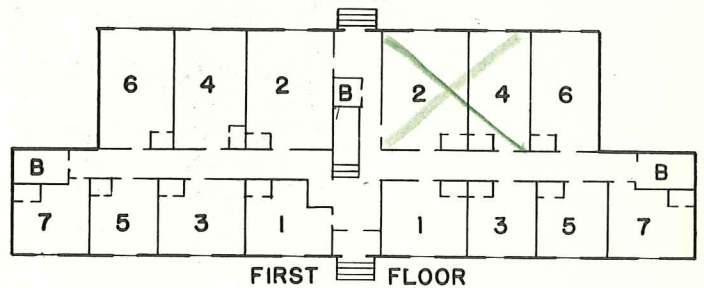
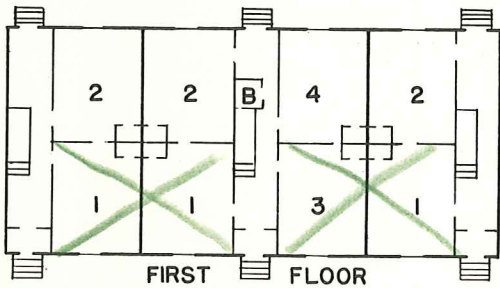
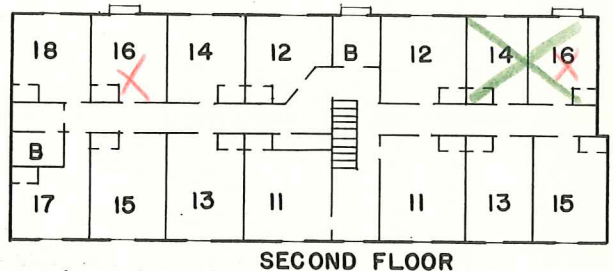
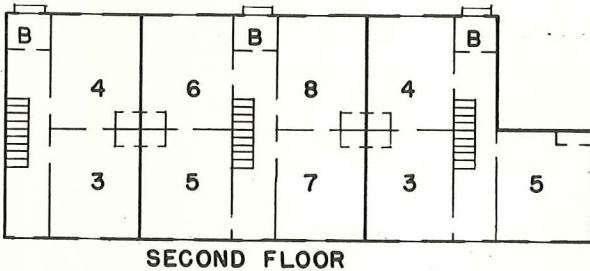
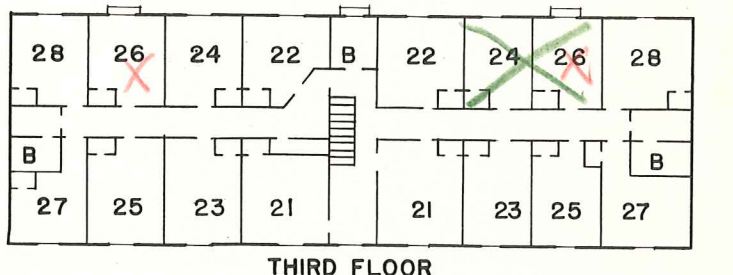
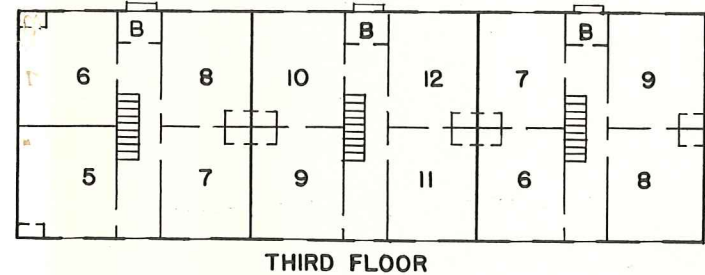
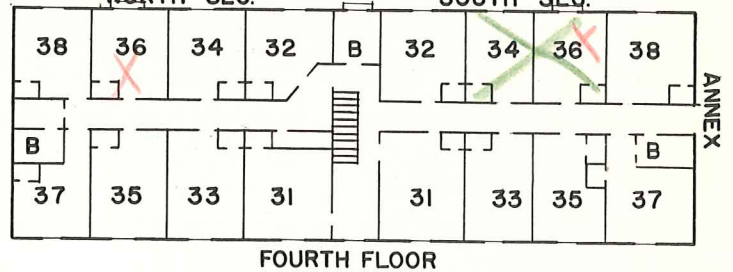
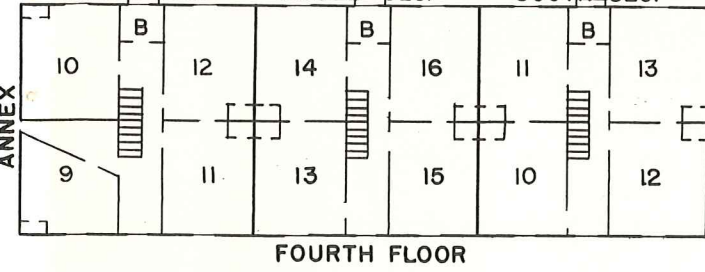
UNION COLLEGE DORMITORIES

NORTH COLLEGE

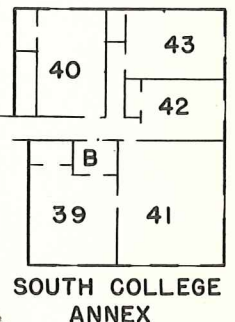
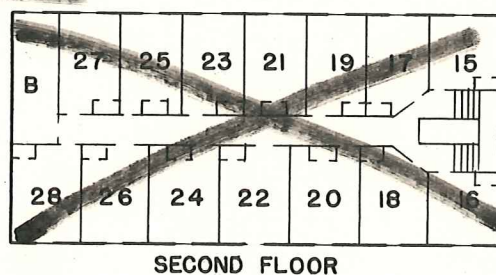
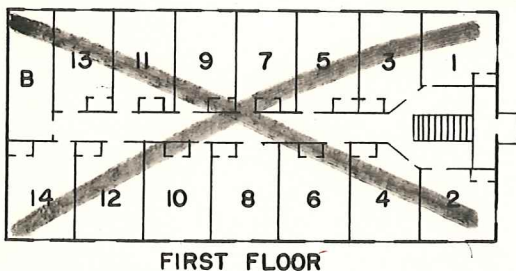
SOUTH COLLEGE

NORTH SEC. MIDDLE SEC. SOUTH SEC.

NORTH SEC. SOUTH SEC.



~~OLD GYM HALL~~



Scale : 0 5 10 20 40

11/15/44