



31 March 2022

P.O. Box 241  
North Conway, New Hampshire 03860

Northface Condominium Owners Assoc. Board of Directors  
Care of Melissa Carr  
Forest Glen Property Management  
P.O. Box 1313  
Glen, NH 03838  
melissa@fgpm.com

Melissa & Board,

Thank you for taking the time to meet with Bergeron Technical Services and Stan Szetela at the Northface Condominiums to take us through several units to allow Mr. Szetela to view the existing woodstove installations and chimney construction and to discuss options for correcting the current shared chimney flue condition at buildings 2 and 3. What follows is an outline of the next steps proposed by BTS and Mr. Szetela to further study the conditions of the pertinent concealed spaces in and around the chimneys and woodstove areas, specifically concealed and inaccessible areas that BTS was unable to observe during our initial inspection of the units. The following work will be performed by S.D. Szetela Masonry with Bergeron Technical Services on hand to view and inspect the concealed areas around the woodstoves, once opened.

1. Board of Directors to secure a “sample unit” within buildings 2 or 3 where selective demolition of the unit’s wood stove, vent connector and brick surround can be done to determine concealed conditions. The selective demolition would include:
  - a. Removal of the wood stove. Woodstove will be set aside in the space
  - b. Removal of the vent connector – Vent connector will be set aside in the space
  - c. Removal of sections of the brick wall surround at both sides to determine:
    - i. What materials, if any, are installed behind brick wall surround
    - ii. Determine the condition of the wood studs behind the brick wall surround (specifically inspecting for signs of pyrolysis)
    - iii. Building materials that are removed will be removed off site
  - d. Removal of the brick surround in the immediate area of the thimble (opening connecting vent connectors to the flue inside the chimney) to determine if the area around the thimble was constructed/installed appropriately. Determine if the required clearances to wood framing is provided and appropriate non-combustible infill (masonry) around thimble is installed.
  - e. The results of what are found within the sample unit will be used to inform how to proceed with the planning for corrective action for the shared flue deficiency.  
IMPORTANT NOTE: The conditions found in the sample unit cannot be completely relied upon for all units within buildings 2 and 3 as all units may not have the same construction, and all units do not have the same conditions in terms of their wood stove location, clearances, and historic use (some units will have had more or less intensive use of their wood stoves). It is possible, if other units have their brick wall surrounds removed and reconstructed, their construction and conditions will differ from the sample units.
2. Inspect the existing chimney construction from above

- a. Remove the caps from one of the four chimneys in building 2 or 3 to view the condition of the annular space between the two existing flues.
- b. Determine the following:
  - i. Is there sufficient space between the two existing flues to install additional flues
  - ii. Is there sufficient space to remove the two existing 12" x 12" flues and replace with smaller (6" x 6") flues? Would there be enough space for all six units sharing a chimney to have their own dedicated flue?
  - iii. The work that would be necessary to prepare the chimney for installation of additional flues
3. After all the above is complete, if it is determined that four flues per chimney can be intelligently installed within the existing chimneys (of sufficient size to serve woodstoves), but not six, additional inspection and reconnaissance work within the attic spaces of building 2 and 3 will be done to determine if a through-ceiling/roof pre-manufactured chimney system installation would be feasible for all third-floor units.

Please note that unless directed otherwise, the sections and areas of selective demolition will be repaired and replaced with like materials after the inspection and investigation of the above areas is complete.

Once the investigative work is completed a report outlining the findings will be prepared and provided to the Board, care of Melissa Carr, for review and consideration. Bergeron Technical Services will also make themselves available to the Board to meet and review the report and discuss solutions and next steps.

Bergeron Technical Services recommends the Condominium Association budget \$6,000.00 for both BTS and S.D. Szetela Masonry efforts as outlined above.

If you have any questions regarding the above plan of action, please contact us at the office to discuss.

Sincerely,  
Bergeron Technical Services



Kate Richardson  
Project Manager

Cc: file