

City Hall Annex
Three Pond Road
Gloucester, MA 01930



CITY OF GLOUCESTER
Community Development Department

Harbormaster's Office Building Committee
Gloucester Harbormaster's Office and Visiting Boater Center Location:

[19 Harbor Loop Gloucester MA](#)

August 7, 2019 – 2:30Pm to 4Pm

Draft MINUTES

Attending;

Jill, Tony, TJ, Bill, Mike, Ken and Joe C.

Approval of May 1 minutes

Motion: Tony

2nd: TJ

Minutes approved

Joe Caruso states he is recusing himself from the meeting until he has a response from the ethics commission, as his brothers company has taken out bid documents. (Copy of email attached to these minutes).

Review of bid package;

Mike reviews pre-bid package, Jill and Mike review bid process and schedule below.

- 1- Conservation Commission permit issues August 7, 2019.
- 2- CH91 permit issued
- 3- OPM RFQ, available on August 14th, pre-bid meeting will be on August 22nd. Pre-bid meeting agenda deadline is September 5th.
- 4- Construction schedule October 1, 2019, to May 1, 2020. Request for additional funding

Committee has questions and issues regarding the flooring;

Slab demo still a concern

Structural issues created

Patching can cause problems with flooring

Question of how is flooring to be attached to slab

Review of discussion memo

Ken asks for utilities schedule.

Ken and Mike will coordinate that

Motion to adjourn: Tony, 2nd: Mike, meeting adjourned