

**CITY HALL RESTORATION PHASE II BUILDING COMMITTEE MEETING  
SUMMARY OF MEETING HELD ON MONDAY JULY 25<sup>TH</sup>, 2011**

Location: 3<sup>rd</sup> Floor Conference Room City Hall

Present: J.J. Bell, Steve Dexter, Jim Hafey, Maggie Rosa, Steve Pardee

Absent: Craig Herrmann, Bill Sanborn Also Present: Wendall Kalsow, Doug Manley

Members of the Building Committee inspected the chimney from ground level and discussed strategies for addressing this safety hazard. The BC is in favor of having a mechanical engineer inspect the chimney and exhaust options but the question as to who should pay for this inspection and the subsequent work remains. At the conclusion it was decided that Jim should discuss the matter with Mike Hale and get back to MKA by Thursday.

MKA provided copies of the old plans of the building which are now located in the Cape Ann Museum and which have been digitized. Note that these plans do not contain the level of detail that is currently expected in architectural drawings. MKA also provided copies of the new plans showing the elevations of the building's exterior.

The next step will be to develop the scope of work plans.

MKA provided outlines for making the building more in compliance with accessibility issues. Three scenarios are provided (definitely needed/should be done and probably get a variance on. The ballpark guesstimate for the first two categories is \$100,000 (not \$10k or \$1 million). Two options will be considered for the entry off Warren Street – First Floor or Ground Floor.

MKA is researching storm window options.

J.J. asked about the balustrades that were originally at the roof level, the clock faces which Maggie will follow up on, lightning protection at the ventilators which will be considered because the lightning protection at the tower may not provide protection for the main building.

MKA is preparing a 3-D presentation .

Next meeting with MKA will be on Monday August 8<sup>th</sup> at 10:00

Starting in September the meetings will be switched to Thursdays at 10am