

**CITY HALL RESTORATION PHASE II BUILDING COMMITTEE MEETING
SUMMARY OF MEETING HELD ON MONDAY OCTOBER 24TH, 2011**

Location: Kyrouz Auditorium City Hall

Present: J.J. Bell, Steve Dexter, Craig Herrmann, Steve Pardee, Maggie Rosa, Bill Sanborn

Absent: Jim Hafey

Minutes

Minutes of the August 29th (revised), September 6th, September 12th, September 19th, October 3rd meetings were accepted as presented

ADA Issues

Craig outlined his proposed plans for the parking off Dale Ave. He proposes that that ADA parking be in the North West corner adjacent to the current parking area, with access from Dale Ave. Work involved would involve removal of a tree, hopefully not an endangered tree, and access from the street. Bill Sanborn wondered about safety issues of people exiting the current parking area not paying attention to exiting cars from the ADA space.

Regarding the letter from the Mayor's Office approving the proposed Accessibility Compliance the BC decided that it would be expedient for us to draft the letter as well as a cover letter to Jim, the Mayor and Chris Pantano. Wendall needs the approval letter before submitting the application for variances to the Architectural Access Board.

Invoice

The October Invoice from MKA has been received.

Jim Hafey has obtained the details of the two previous (July and August) invoices and submitted them to Debbie Laurie for processing.

A review of the current reimbursable expenses includes food as well as mileage. The Design Contract Article 14 "Reimbursables" states that such out of pocket expenses require prior approval from the BC. Maggie will email Wendall to request additional information.

Motion was made to accept the invoice amount for current expenses of \$18,237.28 upon receipt of information re reimbursable expenses

Chimney

Maggie will email Jim Hafey to ascertain the status of the chimney repairs

Next meeting will be on Monday October 31st at 10:00a.m.