



**City Hall Restoration Phase II Building Committee Meeting
Minutes**

Date of Meeting: August 6th, 2012

Attendees: Maggie Rosa, J.J. Bell, Jim Hafey, Craig Herrmann, Bill Sanborn, Mike Hale, Steve Pardee – City Hall Restoration Commission
Doug Manley – MK&A

Accessibility Issues were discussed. The list and timelines that were agreed to in order to receive the Massachusetts Architectural Access Board (MAAB) variances are as follows with the comments and action items determined during the meeting (in *italics*):

To be completed by 11/11/12:

- Lower door thresholds
- Adjust the force of all existing closers
- Replace any knobs with lever handles *MKA will look at the design regarding the door handle levers and handrails.*
- Add handrails at exterior stairs
- Replace wall-mounted handrails at stairs
- Add visual fire alarms in toilet rooms
- Replace room signage with compliant signs - *Location of signs needs to be determined.*
- Add assisted listening devices in auditorium - *Maggie stated that the assisted listening devices, (four) are now working with the new sound system. MKA will forward the code requirement to Maggie to determine if additional receivers are required.*
- *General Note - Mike Hale stated that he has no materials budget. The Commission will follow up with determining if CDBG funds are available.*

To be completed by 11/30/13:

- Add compliant drinking fountain - *Plumber will look at the drinking fountains*
- Bring elevator controls and indicators into compliance – *MKA will forward code requirement to Jim Hafey. MKA told Jim that the inspection certificate is from the Elevator Board and does not certify MAAB compliance.*

To be completed by 12/13/13:

- Modify Collector's counter

To be completed by 12/31/14:

- Auto-door operators where clearances aren't available
- Renovate toilet rooms to be in compliance
Commission will check to see when the CDBG funds for these two projects expires. (According to later information, the funds expire in June 2013). These projects will be done by City in-house forces.

To be completed by 11/30/15:

- Stage elevator

To be completed 11/30/16:

- Parking spaces

Work will start on the projects after Labor Day, after the school projects are completed.