



MEETING NUMBER 23 MINUTES

Project: Gloucester City Hall Exterior Restoration
Gloucester, MA

Date of Meeting: August 27, 2012

Attendees: Maggie Rosa, J.J. Bell, Bill Sanborn, Steve Dexter, Steve Pardee, Jim Hafey,
Craig Herrmann, Deb Laurie – City Hall Restoration Commission

David Campbell - Campbell Construction Group

Doug Manley – MK&A

Distribution: Restoration Commission, Campbell Construction

Meeting Summary

Item	Date	Subject	Responsibility
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Old Business

13.3	4/2/12	<p>Update on CDBG grant application</p> <ul style="list-style-type: none"> Commission had applied for grant funding for auto door operators and toilet room renovations that are required for MAAB compliance. The scheduled date for announcements is April 6. 	
	4/23/12	Grants were awarded through CDGB for rest room renovations (\$26,000) and for auto door operators (\$19,000). MHC needs to be brought up to date on the proposed additional work, for their review.	
	6/18/12	Update: Information package was sent to MHC for their review on 6/14. Funds will be available as of 7/1/12. Bidding package will be the responsibility of DPW / Purchasing.	
	7/16/12	Update: MK&A received a letter of review from MHC approving the proposed MAAB work. The Commission will schedule a meeting with Jim Hafey to discuss schedule for proceeding with the MAAB work.	
	7/30/12	Update: The Commission will schedule a meeting on 8/6/12 to review status with Jim Hafey.	

	8/13/12	Update: Deb Laurie reported that CDGB funds should be used by July 1, 2013. Commission will approach Jim Duggan to see if there is support to apply for additional funds for MAAB work. Jim Hafey reported that work on MAAB items can't begin until his forces are freed up after Labor Day.	
	8/27/12	Update: Commission will follow up to see if Mike Hale has had a discussion with Jim Duggan re: funding of the MAAB work.	Com- mission

13.8	4/2/12	<p>Clock faces, weathervane</p> <ul style="list-style-type: none"> • Campbell has the replacement clock faces in hand, and will install them when staging is up. • Campbell recommended that the best way to repair the weathervane would be as a separate project, lifting the craftsman to the weathervane via a crane. Estimate for this work is about \$3500. Commission will look into funding and procurement options. 	
	4/23/12	Update: M.Rosa researched and found that the weathervane repair work can be procured via “sound business practice” since the estimated cost is less than \$5000. Funding for this work will be through City Hall Restoration Funds, and not CPA funds. Commission would like to contract separately with Campbell Construction for the work. D. Campbell will try to coordinate the repair at a time when there will be a crane on site to lift other materials.	
	6/18/12	Update: No time frame is definitely scheduled yet, but Campbell may have a crane on site to lift roof cresting to the ventilators. Bill Sanborn cautioned that crane use will have to be carefully budgeted and monitored, as some of its time will be for phase 1 work, some for phase 2 work, and some for additional separate contract work.	
	7/2/12	Campbell will investigate the cost of the upcharge for the use of a crane capable of reaching the weathervane, versus the cost for a smaller crane that they would use for installing roof cresting at ventilators, and lifting clock faces. In the meantime, Craig Herrmann will inquire about possible use of the crane currently employed at the Gorton’s site.	
	7/16/12	Update: Craig has gotten agreement from the contractor at Gorton’s to have their crane available for the weathervane repair, when Gorton’s work is done (hopefully in September).	

	7/30/12	<p>Campbell will do the weathervane repair. Commission will work to provide promotion and recognition of Gorton's and their contractor.</p> <p>Update: Ventilator cresting will be back from the galvanizer in a couple of weeks, and Campbell will schedule replacement of clock faces at the same time that cresting is installed.</p>	Campbell
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14.6	4/23/12	<p>Auditorium Windows</p> <ul style="list-style-type: none"> • M. Rosa reported that City Council was concerned about the poor condition of the Auditorium windows that were restored in the 2004 project. • Campbell will restore one of those Auditorium windows (selected by MK&A) via change order, to provide a model of the window restoration scope that was intended by the unfunded Alternate 6. Campbell will prepare a change order request for restoration of one window. 	Campbell
	5/21/12	<p>Update: Campbell provided a cost proposal to restore one opening. Committee agrees in principal with the proposal, but will hold off final decision until further into the project to determine contingency impact.</p>	
	8/13/12	<p>Update: Commission voted to request a proposal for the restoration of Window No. 221 (NE corner, 2nd floor) as a mock-up for review.</p>	
	8/27/12	<p>Update: voted to accept the proposal of \$16,272 to restore Window No. 221 (with storm window). A change order should be prepared for signatures.</p>	

19.2	7/2/12	<p>South Flagpole</p> <p>Campbell's installation of a flag at the south staging has been noticed from the harbor, and it illustrates what nice features the flagpole and balustrade were on the original building. MK&A will look at resurrecting their earlier sketches of the flagpole and balustrade, and Campbell will give some budget pricing, as these features may be interesting as stand alone donations to the building. A short window of opportunity exists, as there is currently good access available to the work.</p>	
	7/16/12	<p>Update: Campbell will look into pricing. Commission stressed that this work would only be done if funded separately, and not with any contingency funds.</p> <p>Update: Campbell provided pricing. \$70,244 for flagpole and</p>	

	7/30/12	balustrade. Flagpole only would cost about \$12,000. Commission will look into finding a separate funding source for flagpole.	
	8/27/12	MKA is working on details for attachment, and has been talking to a supplier, with the goal to identifying an accurate cost for the flagpole and its installation.	MKA
21.5	7/30/12	Surplus Slate Campbell will turn over some salvage slate for attic storage for future repairs.	Campbell

22.3	8/13/12	Auditorium Lighting Jim Hafey reported that the Auditorium lighting replacement is scheduled for Sept 10.	
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New Business

23.1	8/27/12	Progress Report Paint stripping continues at the west portico, which is the final area for their work. Roofers are continuing to install slate at the ventilator roofs. Carpenters are nearly complete on trim repairs at the tower. Windows scheduled for restoration have been removed, asbestos has been removed, temporary closures are installed and windows are currently in the millwork shop undergoing restoration. Roof cresting is on site, and has been installed at the northwest ventilator. Painters will be on site in about a week. Staging will be dismantled from the ventilator structures as soon as ventilator roofing is complete, so that the slate repairs adjacent on the main roof can be done.	
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23.2	8/27/12	Wood Prep Campbell has been in the process of neutralizing the wood surfaces, following the paint stripping. They have been getting good pH readings, but will continue with neutralizing until they are satisfied that recommended levels are reached. MKA and Campbell will do a final review of pH and moisture readings, prior to the start of painting.	Campbell MKA
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22.3	8/13/12	Auditorium Lighting Jim Hafey reported that the Auditorium lighting replacement is scheduled for Sept 10.	
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22.4	8/13/12	Pointing of Sandstone Band Course MKA recommends pointing of the head joints of the projecting sandstone band course, while staging is in place, if funding will allow. Commission asked MKA to prepare a cost proposal request for this work.	MKA
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22.5	8/13/12	Next Meeting The next meeting is scheduled for Monday, September 10, 2012 at 10:00 a.m.	
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Please review minutes. These minutes are accepted as accurate and complete unless corrections and/or additions are received within 72 hours of issue.