

**CITY HALL BELL/CLOCK PROJECT BUILDING COMMITTEE MEETING
SUMMARY OF MEETING HELD ON MONDAY OCTOBER 4TH 2010**

Location: Third Floor Conference Room, City Hall.
Present: J.J. Bell, Steve Dexter, Steve Pardee, Maggie Rosa
Absent: Mark Cole, Bill Sanborn
Also present: Jan Bell

Meeting opened at 10:00 a.m.
Minutes of September 20 and 27 accepted as is.
Steve Pardee reported on an unsatisfactory conversation that he had with the electrical sub-contractor during which it turned out that the manual for the clock programming mechanism is missing.
A call was made to David Campbell during which David stated that the hole in the belfry floor will be dealt with on a dry day; that he will try to address the sound level of the bell ASAP; no date has been set for removal of the clock mechanism to the rotunda but he will email Steve when he has a date and that the bell will be programmed to ring on the hour and half-hour.

Regarding the punch list, J.J. will combine Mark Almeda's list with that of Steve's.
Meeting adjourned at 10:15 am
Next Meeting; October 18 at 10:00 a.m.

**CITY HALL RESTORATION COMMISSION MEETING
SUMMARY OF MEETING HELD ON MONDAY OCTOBER 4TH 2010**

Location: Third Floor Conference Room, City Hall.
Present: J.J. Bell, Jan Bell, Steve Dexter, Steve Pardee, Maggie Rosa,
Absent: Mark Cole, Mary McCarl, Bill Sanborn

Minutes of Previous Meeting

Minutes of the September 20th and September 27th meetings were accepted as is.

CPA Application

The Commission noted that the work to be performed according to the revised list will include the work on the exterior wood trim and exclude work on the masonry and roof.
J.J. mentioned that CPC will send letters out to the applicants at about the same time that the Mayor receives the recommended project list.

Funding Opportunities

Steve Dexter reported that Donna Gacek (CATV) is willing to show something re City Hall restoration on CATV. We need to figure out what that something will be.
Maggie provided the Commission with a revised version of the City Hall flyer. Questions regarding the sound level of the bell led to the decision to hold off on the flyer update.
Jan reported that Willie Alexander is excited to do a fund raiser – Middle Street Walk day (second Saturday in December) seems to be the appropriate day. Jan to follow up with Willie.
Jan stated that the new tourism person, Kathy Gilson, might be able to organize the bell ringing schedule but again too early to do anything more at this time.

Steve Dexter will be talking with Josh Arnold on Web Radio on Thursday.

Non-contiguous NHL District Update

As the deadline is rapidly approaching J.J. will follow up with Mary to determine the status of the application and to invite her to attend the next meeting (October 18th).

Resheathing of interior walls of the tower

Timing needs to be determined.

Maintenance Issues

Bill mentioned that the Fire Department's new ladder truck had been used to see if it could reach the gutters. It was noted that the gutters contain less debris than previously but that some of the downspouts on the east elevation remain unsecured.

From previous minutes:

An update is required.

The list is as follows, with responses from Mark below;

1. The gutters and downspouts need cleaning and refastening.
Will be addressed this month
2. Complete

3. Section of railing in parking lot near Mayor's spot needs to be welded back in place.

Will ask mechanics to weld this month

4. Remove old blue barrel from entrance roof.

Will remove by end of this week

5. Schedule prisoners to do attic cleaning, tower cleaning, and grounds cleaning (if productive otherwise never mind).

Can you be more specific on the attic and tower cleaning? I think we can ask the YMCA Clean Team kids to some work around the exterior on a Saturday.

6. Check out status of smoke/heat detectors in tower and building.

Will ask the electrician to do a review of the building and then we can put a bid package together to upgrade the system

In addition Steve Dexter pointed out that the tower windows that have wood instead of glass should be taken care of, by installing glass.

Meeting closed at 11:30 a.m. Next Meeting; October 18th at 10:15 a.m.