

City Hall Restoration Commission

Summary of Meeting held on Monday, April 10th 2017

Location: Kyrouz Auditorium, City Hall

Present: Jan Bell, Steve Dexter, Jim Hafey, Deb Laurie, Richard Luecke, Maggie Rosa

Minutes

- Minutes from the April 3rd 2017 meeting accepted.

ADA Parking

- Maggie to contact Mike Hale for an update.

2012 Restoration Project

- The automatic door openers – due to incorrect operation several of the door-openers have broken down. Jim Hafey has the spare parts but it would seem as though people need to learn the correct operating procedure. Maggie will email the Mayor and CAO to stress the need to comply with MAAB rules and to get the contact closed.

Ventilation of the Auditorium

- The fan and duct work have all been installed.
- Jim will get his electrician to wire the project.
- Maggie to draft some information for the GDT article to be written by Gail McCarthy.

Maintenance (updated)

- J.J. will nudge David Campbell re the clock face repair. Waiting for David to get back to Gloucester. Ongoing.
- Richard provided a set of photos detailing the points that they noticed.
 - These included:
 - The wooden “City Hall.” signs on the Warren Street and Dale Avenue entryways are deteriorating and are in need of restoration. Jim is aware of this and is thinking about he could access these signs (he needs a bucket truck for this type of work)
 - On the North Elevation the light fixture should be replaced one that is more appropriate and fully shielded.
 - Jim has appropriate lighting that can be installed. Has gone onto the electrician’s to-do list.
 - Granite work
 - Warren Street entryway granite steps are in need of repointing
 - Northeast corner – tar removal
 - Handicapped entry corridor wall is separating
 - We will ask the masons to include these issues during the rebuild of the walls to the ADA entrance.
 - Screening of the basement windows to protect against pebbles being thrown up and breaking the window.
 - Doorways in the basement well of the building – need to be fixed up so that the appearance is respectable.
 - Pleasant Street (West Elevation) Scrape and paint a wood grill that is in a window opening.
 - Railing on the North Elevation – some pieces are missing and will be fixed up as part of the ADA parking project

Amount in the City Hall maintenance accounts

- Kenny Costa informed us that the amount remaining in the account is \$33, 420.
- The following items were discussed for the use of these funds.

Electrical Requirements Of The Building and MAAB requirements for building elevator (No update)

- Jim reported that complying with the MAAB requirement for the building elevator would result in a very expensive upgrade to the elevator as per code regulations. J.J. will be asked to contact Wendall Kalsow to seek his opinion on what we should do.
- J.J. and Steve will start to have discussions with City Councilors regarding the need for electrical upgrades to the building.

Tower Interior Restoration Project

- Re restoration of the interior of the tower, Doug Manley recommends that we use Campbell or Elizabeth and get some specs developed in house.

- Deb suggested that CPA funds should be applied for to do this.
- Jim Hafey agreed to generate a scope of work for this project.

North Exit Only

- Maggie to raise this in her email to the Mayor.

Capital Improvements

- Maggie to follow up with Mike Hale about capital improvements plan.

Signage

- Richard has done the majority of the lettering for the signage at the Warren Street Entrance which lists the locations of various departments. More letters are required.

Items not to fall too far off the radar screen

- Handrail on landing that was dismantled in order to gain access to the small roof and which has to be put back together – Campbell Construction

Essex Town Hall

- We will take a field trip to Essex town hall on April 12 at 12:30 p.m.

New Business

- City Council President Joe Ciolino submitted a request to the Mayor that CHRC consider an action plan to refurbish the existing City Council dais in the Kyrouz Auditorium.
- The CHRC would like to see a mobile desk so that more of the floor space could be used for cultural events. With that in mind we saw the computer desks that are in the auditorium for the purposes of IT training. Joe Ciolino to be asked to consider that option.

The meeting was adjourned at 11:00 a.m.

Next meeting will be on Monday April 24 at 10:00 a.m.