

City Hall Restoration Commission

Summary of Meeting held on Monday, November 20th 2017

Location: Third Floor Conference Room

Present: J.J. Bell, Jan Bell, Steve Dexter, Craig Herrmann, Richard Luecke, Maggie Rosa

Also attending: Kevin Buckley, Donna Compton, Lee Hemenway, Jim Destino

Tower Interior Restoration Project

- One bid, from Kneeland Construction, was received which was for \$69,660 for the total base price.
- J.J. spoke with Jim Hafey who thinks that the bid was high and that we should wait until February before going out again.
- Kevin spoke with Steve Athanas from Campbell Construction. While Campbell Construction generally doesn't do small (under \$100,000) they might have bid because of it being City Hall but they missed the deadline.
- Jim Destino is of the opinion that this project should be combined into the major electrical, fire alarm project which is being proposed. The sound system is included in these plans, but not yet the sprinkler system.
- The \$1 million state funding possibility remains.
- Maggie will seek information about CPA grant opportunities.
- The maintenance fund balance is \$25,920

Capital Improvements

- Jim Destino recommended that the CHRC continue to work on identifying new Capital Improvement projects and to include the first floor flooring.
- He recommended that we have a project encumbered (i.e., PO out) for a new project before the end of the fiscal year. Masonry is one area.

Minutes

- Steve Dexter made the motion that the Minutes from the November 13 meeting should be approved. J.J. Bell seconded the motion. Unanimously approved.

ADA Parking

- J.J. asked Jim to look into the status of the irrigation system.
- J&L Welding installed the railings today.
- Richard has been scraping some of the railings but will wait until the spring to continue the work of scraping and repainting.

Handicapped Signs for Parking

- Another sign is needed to replace the existing sign at the Warren Street entrance to City Hall, which includes ADA parking. Steve Dexter continues to follow up with DPW.

Winterization of the ventilation system

- Bruce Dearden sent instructions as to how to winterize the system which were forwarded to Jim Hafey.

Maintenance

- Work includes:
 - We noted that one of the handles on one of the auditorium windows (Pleasant Street side) has become disconnected from the frame.
 - Stairwell lighting.
 - 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
 - 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)
- Bird deterrent spikes or netting is required at the Dale Avenue entryway.
- Richard will paint the column at the Warren Street entrance that is showing signs of paint chipping.
- Maggie will follow up with Jeannine Harris to discuss how we can get the stairwell and north elevation lighting projects done, as well as the parking sign.
- Auditorium sound system is terrible according to people attending the Cape Ann Forum on Saturday evening. Jan to contact James Pope about this issue
- Jim Hafey and Curtis have discussed the condition of the ground level tiling and are likely to arrange for a test cut to ascertain what lies beneath – gorgeous wood flooring or asbestos.

- There is a grounding cable that has been chafed in the attic plenum

New Business

- City Hall Tower Tours were voted by Sails and Trails participants to be one of the five best events.
- Tours of the tower will be given during the Middle Street Walk (Saturday December 9 11-2)

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

Next meeting TBD.