



MEETING NUMBER 33 MINUTES

Project: Gloucester City Hall Exterior Restoration
Gloucester, MA

Date of Meeting: March 4, 2013

Attendees: Maggie Rosa, J.J. Bell, Steve Dexter, Steve Pardee, Bill Sanborn- City Hall
Restoration Commission

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.	
	9/10/12	Update: DPW has started doing some of the MAAB items, and will continue work.	
	10/09/12	Update: Work has been progressing on thresholds; carpentry work of revisions to the transaction counter, and hardware will be done soon. Deb Laurie and Jim Hafey will get together on the purchase order process involved for Jim to access the CDGB funds for toilet rooms, auto operators, etc.	
	11/19/12	Work is still in progress. MKA provided sketches for exterior railings that would be required per the MAAB agreement. Jim Hafey will get pricing information. Deb Laurie and Jim Hafey continuing to look at allocation of the grant funds and procurement.	
	12/03/12	MKA recommended that the exterior handrails be color galvanized with a shop applied color finish done by the galvanizer.	
	1/07/13	Jim Hafey reported via phone that he is waiting for additional quotes for exterior railings.	
	1/28/13	J.J. Bell will call Deb Laurie; Steve Dexter will call Jim Hafey to inquire on status, particularly for: <ul style="list-style-type: none"> - Exterior Railings - Interior Railings - Door Operators - Elevator indicators - Toilet Rooms 	
	3/4/13	Commission will write to Jim Duggan to inquire on status	

21.5	7/30/12	Surplus Slate Campbell will turn over some salvage slate for attic storage for future repairs.	Campbell
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30.3	12/03/12	Tears in the Bird Netting MKA reported that the bird netting on the east side of belfry was	Camp-
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	1/07/13	torn. Campbell to investigate. Campbell has made a temporary repair that makes the netting tight for now, but will come back for a more permanent repair	bell
32.2	1/28/13	Restored Window Details MKA and Campbell are working on product selection and mock-up for weatherstripping of steel hopper windows. MKA will look into whether chains were on the original windows (to stop them from opening too wide) and if chain can be added.	Cambell MKA
32.3	1/28/13	Additional CPC funding Maggie Rosa will submit a preliminary application to the CPC (due 2/1/13) to request \$150,000 to complete the window restoration. J.J. Bell cautioned that there may be a large demand for recreational funding by CPC this year.	
	3/4/13	A preliminary application for funds has been submitted and Commission will submit a final application prior to the March 15 deadline.	Commis- sion
32.4	1/28/13	Additional CDBG Funds Commission will approach the City for another CDBG grant for additional funding for the stage access project. There is a March 1 deadline for application.	Commis- sion
	3/4/13	Deadline for application for additional CDBG funds is 3/7/13 and Commission will submit an application for \$52,000 for lift project.	
32.5	1/28/13	Additional Funds for Window Restoration J.J. Bell indicated that there may be some City funds available for additional window restoration, and that the Commission should inquire with Jim Duggan, once the quote for additional first floor window restoration has been provided by Campbell.	Commis- sion
		NEW BUSINESS	
33.1	3/4/13	Progress Report First floor interior storm window installation and installation of mock-up window at second floor is beginning today.	

		Campbell will return to complete carpentry and painting of the porticos when weather improves.	
33.2	3/4/13	Next Meeting The next meeting will be held when window mock-ups have been installed so that Commission can review them. Date to be determined.	

Please review minutes. These minutes are accepted as accurate and complete unless corrections and/or additions are received within 72 hours of issue.