

City Hall Restoration Commission /City Hall Phase II Restoration Building Committee

Summary of Meeting held on Monday, September 21, 2015

Location: Third Floor Conference Room, City Hall

Present: Steve Dexter, Jim Hafey, Maggie Rosa, Bill Sanborn Deb Laurie

Absent: J.J. Bell, Jan Bell, Craig Herrmann, Steve Pardee,

Ceiling

- No update

ADA – Lift to the stage

- Asbestos has been discovered in the construction area, under the floor under the stage, that will need to be resolved before the project moves forward.
- Jim Hafey called Doug Manley who will get Arthur MacLeod to look into inspecting the area to see if the framing can be installed without disturbing the asbestos contaminated area.
- Deb will send out a copy of the Elizabeth Contracting contract to the CHRC.
- Maggie will contact Mary McCarl re the history of the framing of the stage as Jim discovered that it looks to be about 35 years old.
- The schedule approach will be for Elizabeth Construction (EC) to construct a temporary partition to separate the work from the auditorium. EC will make the framing and stage modifications, then Garaventa will take final field measurements and complete the shop drawings EC estimates three weeks for fabrication of the lift, beginning with the approved shop drawings. Project should take about two months overall.

ADA –Other items - No Update

- Electricity may not be able to be installed until the overall electrical and IT projects are funded and money in place. Jim is waiting for New England Door Services to return to City Hall to work on the automatic door openers.
- It was agreed that signage at the North exit will include the words that indicate that this is per the requirement of the Mass Architectural Access Board. After a few days following the sign installation the door handle will be removed.
- Bill noted that there are a few issues re the ADA toilet which Jim will investigate.
- Jim noted that the elevator company is working on addressing the MAAB requirements and that the cost will be on the order of \$4000 to retrofit it
- The City Engineer will be asked by Bill Sanborn to look at the schematic design of options for on-site accessible parking. NO UPDATE

Attic Venting System

- Craig knows of somebody (CAC Mechanical Services) that might be willing to advise us on possible improvements to the ventilation. J.J. has emailed this person (Bruce Dearden)

Maintenance

- Gutters that are leaking need to be addressed and Maggie will contact Doug Manley to ascertain if he knows of steeplejacks who could investigate and fix the leaks.
- Staircase lighting is in process. Somebody to go to the Building Center to see what they have available. Jim has money in his budget to take care of these lights.
- The boiler room window has a crack in it.
- We need to follow up with Campbell re the cracked clock faces.
- Docket the deadline for submitting FY17 budget request.
- Garden – Jim Hafey asked that he be kept informed when people cease the watering of the gardens outside City Hall, so that he can turn off the water and store the hoses.

Fundraising - NO UPDATE

- We will continue to hope and nudge for release of the Capital Bond Bill funds
- Banana's event – Date is scheduled for April 23 and 24th. Jan has been speaking with a lot of people who are willing to help on the event committee. Sponsors are needed.

Fire Department

- Fire Chief Smith responded to our letter stating that the request needs to come from the Mayor. Jim Destino agreed to follow up with this. NO UPDATE

Invoice

- Deb provided the invoice (003729) from McGinley Kalsow & Associates for \$663 for PSS#3 for the stage lift work. Unanimously approved payment.

Cell Tower

- Maggie contacted James Pope to ascertain what he knows about cell towers and the potential for one/more installed in City Hall. Table until next meeting when Maggie will share the email that she got from James.

Auditorium Shades

- Steve Dexter has contacted the Curtain Shop regarding the three shades (2 in the auditorium and one in the third floor conference room) that need to be fixed. NO UPDATE

“City Hall.” Signs

- Jim Hafey has the appropriate paint and labor to repaint the signs on the building. NO UPDATE

“Sails and Trails”

- Held on Saturday and Sunday, September 19 and 20. The events attracted 91 people on Saturday and 61 on Sunday. Huge success.

City Hall brochures

- Decision was made to update the brochure and have an additional 1000 printed in time for 2016 season. We have used most of the 1000 brochures that were printed in 2014 for a cost of \$390

Next Meeting: September 28 at 10:00a.m.