

# City Hall Restoration Commission

## Summary of Meeting held on Monday, December 21<sup>st</sup> 2015

Location: Third Floor Conference Room, City Hall

Present: J.J. Bell, Jan Bell, Craig Herrmann, Steve Pardee, Maggie Rosa

Absent: Jim Hafey, Steve Dexter, Bill Sanborn

### Minutes

- Minutes of the December 7<sup>th</sup> meeting were unanimously approved.

### Invoices

- Two invoices from The Curtain Shop were reviewed. Invoice 876176 for \$94 and Invoice 976220 for \$47 for repairs to the City Hall shades were approved and signed off on by J.J. Bell and Craig Herrmann. Maggie will forward to Barry Pett for payment using the City Hall Restoration Fund/Gloucester Fund.

### Ceiling

- There is \$24,895 in the City Hall Restoration Fund which includes the \$8000 from the Bruce J. Anderson Foundation which is more than sufficient to pay for the ceiling repairs (\$9,900).
- Moore Plastering W9 form was sent to Shirley Hendrickson in the DPW so that she had the information to begin the purchase order process.
- Craig Moore's schedule is that the work will be slated to begin on January 11 and to be complete by January 17 (see email as follows):

*Hi Steve,,*

*Thanks for the e-mail. Sometimes it's 'tough' getting on here, (this ol' dinosaur - of computer). I think your advice for a yearly workers comp. policy is a good idea, and I will make sure to have one in place in time for the City hall project.*

*I will - have some help with me for the plastering part, and because he has another job, he can give me a hand with the last phase, (on a Saturday) then Commonwealth Scaffolding can take down staging. It looks as though I can get the project started with the staging set-up, the removal of ceiling tiles & molding, and the hanging of Blueboard, plaster prep, and finish plastering, on the week of January 11th thru January 16th. The staging would then come down either on Sunday 17th, if their willing, and or allowed to. Otherwise they would come in on Monday morning the 18th.*

*That is the best I can offer right now due to the New Years 'break', then I have my large (Italian side of the family) annual family gathering in Southern New Hampshire on the 9th. I am looking forward to seeing so many great Cousins, Aunts & Uncles.*

*I hope this works for you, as I'll be having to coordinate precise dates with Commonwealth Scaffolding, my 'Hangers', and my Plastering assistance, ASAP. I look forward to hearing from you soon to get 'the OK', so I can proceed.*

- Maggie to confirm with Jim Hafey that this time frame works.
- Maggie to follow up with Donna Compton to ensure that the procedures are all correct.

### ADA – Lift to the stage

- A call was placed to Jim Hafey seeking a status report.

### **ADA –Other items - No Update**

- Jim is waiting for the signage that will be installed at the North elevation regarding the MAAB requirement that this is entryway is only an EXIT.
- At a previous meeting Jim noted that the elevator company is working on addressing the MAAB requirements and that the cost will be on the order. Jim noted that the work is queued up and that City Hall is low on the list. NO UPDATE
- Bill Sanborn reported that the Assistant City Engineer continues to draft a new plan for the parking issues. Maggie to ascertain the cost for the original plan and we would then submit it to Mike Hale for inclusion in his budget for 2017.

### **Attic Venting**

- Bruce Dearden visited City Hall on Friday December 11 at 10a.m. and met with J.J., Craig Herrmann and others.
- He is expected to submit a proposal this week.
- Craig thinks that we don't need a stamped design.
- With respect to Bill Sanborn's expressed concern regarding fire protection it is Craig's opinion that the updated ventilation system provide an improvement on the existing system with respect to fire protection.
- Maggie will inform Candace Wheeler of the Clean Energy Commission about the venting system – a model for clean energy. Needs to do this.

### **Fundraising**

- Jan organized a meeting on Wednesday December 16<sup>th</sup> to discuss the Bananas event.
- Jan will be seeking a liquor license for the event.
- Steve Pardee will provide Jan with a description of the item that he has crafted for the auction.
- Maggie will approach Bruce Tarr to ascertain if he can serve as the MC.
- Tag line for the event "Keep City Hall Cool" was suggested by Steve and will be presented to the event committee.
- Sponsors for the event are needed – J.J. and Maggie volunteered to be sponsors.

### **Project Costs**

- Jim Destino has agreed to join us at the January 11 meeting so that we can update him and we can prioritize various projects.
- Maggie will work with J.J. to generate a list of projects and their associated costs.

### **Items not discussed but not to fall too far off the radar screen**

- Cracked class in the tower Maggie to follow up with Campbell Construction
- Cracked basement room window – Jim suggests installing ¼" mesh to protect all of the basement windows from damage from stones.
- Docket for FY17 budget request
- Fire alarm drill –
- Capital Bond bill
- "City Hall." Signs – re above for the need of a bucket truck.

The meeting was adjourned at 11:00am.

Our next meeting will be January 11, 2016 City Hall at 10:00am.

Happy New Year to One and All!