

# City Hall Restoration Commission

## Summary of Meeting held on Monday, April 25, 2016

Location: Third Floor Conference Room, City Hall

Present: Jan Bell, Steve Dexter, Jim Hafey, Maggie Rosa, Bill Sanborn

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

### Minutes

- Minutes of the March 28 meeting were unanimously approved.

### ADA Parking

- CDBG funds (\$180,175) have been awarded for the two on-site parking spaces.
- Deb Laurie will check on the prevailing wage issue.
- Bill Sanborn will set up a meeting between himself, Mike Hale (DPW) and Ryan Markes (Engineering Dept) to discuss the logistics.
- Jim Hafey does not have the time to deal with City Hall's exterior projects
- Maggie emphasized that the project should be ready to go by July 1, so that the project can be completed by the end of 2016.

### Elevator

- Jim said that the inspections of the elevators are all up-to-date but that the compliance signs have not yet been issued. It is arguable as to whether a city sign stating this is useful or would raise more questions.
- No update on the status of bringing the elevator into compliance with MAAB requirements. Note that the funds for this are to be taken from the FY 2016 maintenance fund.

### Invoices

- McGinley Kalsow's April 7 invoice included three outstanding invoices. Because of some confusion as to which invoices may or may not have been paid, the three invoices were approved separately:  
0003900, dated 1/14/16 for \$673.12; 0003921 dated 2/15/16 for \$265.20 and 0003938 dated 3/20/16 for \$408.25.  
Unanimous approval that the invoices be paid.
- Deb will check on the status of payment. N.B. Invoice 0003900 was approved on March 14, 2016

### ADA – Lift to the stage

- Maggie will ask Doug about the time frame.

### ADA – Automatic Door Openers

- We learned that the electrical requirements for the building are much higher (\$500-700,000) and it is not clear where the funds will come from. This impacts the automatic door openers and represents a huge setback for closing out the project because the Building Inspector can't sign off on the project without an estimate of the time frame for getting the automatic door openers functional.
- Maggie to invite Jim Destino to an upcoming meeting.

### Fundraising

- Bananas Fashion Show – great success.
- Maggie to write to the Mayor to mention the good work by the custodian, Bob.

### **Bell cradle**

- Use of the maintenance funds was approved to paint the bell cradle.
- J&L Welding provide a quote to do this work : \$3400 for the City Hall Railing and \$1900 for the bell cradle cleaning and paint.
- The proposal for the \$3400 for the City Hall Railing was accepted
- Depending upon Steve Dexter's decision as to whether he could do the bell work the proposal for \$1900 was accepted.

### **North elevation doors**

- Signage that states that this door is to be used for exit purposes only is in Jim Destino's office.

### **FY16 Budget**

- Of the \$25,000,
  - a. Use \$10,309.24 for work to address ADA needs of the elevator as per the proposal from United Elevator. In progress
  - b. J&L Welding proposals total \$5300 for the work on the bell and the railings.
  - c. Maggie would like to see an inspection of the paint work at the Warren Street balcony – it looks to her like some painting is required.

### **FY17 Budget**

- Suggested ideas
  - a. Jim suggested that funds be used to fix up the north stairwell. He will scope out the project.
  - b. Lighting in the South stair well & wiring – follow up with Jim Hafey
  - c. Fix up the third floor conference room
  - d. Restore the staircase/stairwell in the tower
  - e. Restore the area behind the stage
  - f. Install a larger mat between the two sets of doors at the Warren Street entrance.

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

- Cracked glass 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.
- Fire alarm drill –
- Capital Bond bill
- “City Hall.” Signs – re above for the need of a bucket truck.
- 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

The meeting was adjourned at 11:10am.

Our next meeting to be determined based upon the availability of Jim Destino