

# City Hall Restoration Commission

## Summary of Meeting held on Monday, June 6<sup>th</sup> 2016

Location: Third Floor Conference Room, City Hall

Present: J.J. Bell, Steve Dexter, Craig Herrmann, Maggie Rosa, Deb Laurie

Absent: Jan Bell, Jim Hafey

### Minutes

- Minutes of the May 23<sup>rd</sup> meeting were unanimously approved.

### CHRC MEMBERSHIP

- Maggie to email Richard Luecke inviting him to attend the next meeting of the CHRC.
- Ask Jim Destino if he would be interested in serving on the CHRC
- Craig has started to generate a list of people that he thinks might be interested in serving.

### Ventilation

- We have received a revised proposal that excludes the installation of fans. However Bruce Deardon suggested the potential for using a 24" wind turbine on the top of the exhaust duct in the tower. At 4 m.p.h. the turbine exhausts 2350 CFM. Craig will seek the price for including the wind turbine.
- Motion to approve the transfer of up to \$40,000 from the Gloucester Fund to the City Hall Restoration account pending the outcome of discussions with the Purchasing Department, made by Steve, seconded by J.J.. Passed unanimously.
- Craig will contact Jim to discuss the concerns that Jim expressed to Maggie on Monday morning.

### Invoices

- Deb noted that the issues with MKA invoices have been dealt with.

### ADA – Lift to the stage

- The stage elevator project is nearing completion with the elevator installed and the wall board being installed today.

### 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 will seek to obtain a copy of the latest report on the building's electrical needs

### Bell cradle & railing

- The bell has been cleaned and painted
- Work on the railings is scheduled for this week.

### North elevation doors

- Signage that states that this door is to be used for exit purposes only is in Jim Destino's office.  
NO UPDATE

## **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. No update on the status of bringing the elevator into compliance with MAAB requirements.
  - b. J&L Welding proposals total \$6580 for the work on the bell and the railings + caps.
  - c. Maggie would like to see an inspection of the paintwork 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.

## **Brochure**

- Maggie to revise and have 1,000 copies made. No revisions will be made except to include a link to the City website.

## **Flood-lighting of City Hall**

- Steve Dexter spoke with Mr. Luecke about this issue.
- Steve has been trying to contact the lights installer but has not yet been successful.

## **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 – no update
- Bill Sanborn sent an email on May 12 indicating that DPW will not be able to start the project until after Labor Day. Will this give enough time to complete by the end of the year?

## **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 11:15am.

**Next meeting: Monday June 13<sup>th</sup> at 10:00 a.m.**