

City Hall Restoration Commission

Summary of Meeting held on Monday, August 1st 2016

Location: Third Floor Conference Room, City Hall

Present: J.J. Bell, Maggie Rosa, Steve Dexter

Minutes

- Minutes of the July 18th meeting could not be reviewed as there was not a quorum.

Electrical Requirements Of The Building

- As Jim wasn't present there was no update.

Ventilation – no update

Invoices

- Need to obtain approval that the punch list for the stage elevator has been completed in order to approve payment of the Application for Payment #5 from Elizabeth Contracting

Chief Administrative Officer

- J.J. and Maggie met with Dan Smith. Dan will be assuming the position of head of Community Development.
- We have been informed that Joe Lucido should be added to the email list. Joe is Operations Manager of Public Services.

ADA – Lift to the stage

- Instructions were provided to the Mayor and custodian. We checked out the elevator.
- The stage elevator railing is not needed by code. Before removing it we agreed that a person in need of the elevator should determine if it is needed.
- Steve Dexter has been in touch with The Curtain Shop (Richard Strauss) who will install the new shades/blinds and invoice us.

Railings

- Railing extensions have been installed and work completed satisfactorily.

North elevation doors

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

FY16 Budget (No update)

- 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.

Suggested ideas for next 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.

Flood-lighting of City Hall

- Steve is still trying to contact lighting installer, Nick Taormina
- Dick Luecke provided us with the need to use low level LED lights and will send his recommended specifications to Steve Dexter, who will then contact Nick Taormina.

ADA Parking – no update

- 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
- Meeting with Mike Hale and Chris Sicuranza attended by J.J. Bell and Maggie addressed certain issues. Mike will send Maggie a copy of the current status of the City Hall grounds. We need to provide the MHC with plans, photos and a letter from the Gloucester Historical Commission. A public hearing is required as the project involves removal of some trees.
- The Mayor is interested in creating a more artistic entryway and is pursuing some ideas that she has.

CHRC MEMBERSHIP

- Richard Luecke has submitted a letter of interest to the Mayor.
- Steve Dexter is following up with the person that he mentioned who has preservation experience who will be moving permanently to Gloucester & who is interested.

Signage (No Update)

- Richard Luecke is willing to work with the City to generate some better signage for the glass doors at the entrances to City Hall. He will follow up with the Mayor.

1st Monday tours of City Hall

- Mayor is in favor of this idea. Need to put it into practice.

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 noon.

Next meeting: Monday August 15 at 10:00 a.m.