

City Hall Restoration Commission

Summary of Meeting held on Monday, October 17th 2016

Location: Third Floor Conference Room, City Hall

Present: J.J. Bell, Jan Bell, Steve Dexter, Deb Laurie, Richard Luecke, Maggie Rosa.

Minutes

- Minutes from the September 26 and October 3 meetings accepted.

ADA Parking

- CDBG funds (\$180,175) have been awarded for the two on-site parking spaces.
- Since the last meeting of September 26, a new plan was drafted by Craig Herrmann in which the parking spaces are angled at 45 degrees to the road but which locates the ADA parking closer to Dale Ave and includes a shorter ramp than the earlier plan. This plan was sent to Mike Hale for DPW & Engineering review. Deb will follow up with Ryan Marques as to the status of drafting the plan.
- Maggie will go over to DPW to see if we can hold a meeting there so that somebody from DPW is available.
- If DPW likes the plan, it will be sent to McGinley, Kalsow & Associates for their input; be reviewed by Gloucester Historical Commission and then to Mass Historical Commission.

Flood-lighting of City Hall

- Steve will set up an early morning meeting between Richard, Nick Taormina and himself to see the lighting issues.

Electrical Requirements Of The Building

- As Jim wasn't present there was no update.
- We will raise this with Mike Hale

Ventilation

- We are waiting for feedback from DPW.
- The latest proposal from CAC (Bruce Deardon) which includes the following:
 - Re: Gravity ventilation system for the 2nd floor assembly hall. (Not including the rear of the stage area).
 - Install three (3) sheet metal plenums in on the existing cast iron grilles located in the ceiling. These plenums will be inside the wooden boxed area over each grille.
 - Install a 24" diameter sheet metal round exhaust duct from inside the existing plenum room into the existing wooden duct that runs out to one (1) of the towers.
 - Run the 24" diameter sheet metal round exhaust duct up into the tower to the louvers at the top. Install a 24" round sheet metal tee on the top to allow air to be distributed out of the louvers.
 - Install a fire damper in each of the three plenums just above the grille.
 - Install duct smoke detectors in each of the three (3) plenums. Wiring not included.
 - This quote does not include any electrical wiring.
 - All wood removal or repair is to be by others.
 - This system should provide gravity air change in the Assembly hall.
 - This is a single duct vent connected to (3) three ceiling grilles for gravity ventilation into one (1) tower.
 - Install a 24" diameter wind turbine on top of the exhaust duct in the tower where the louvers are located. Based on wind velocity readings from city personnel.

**The amount of this quote is (\$36,700.00) Thirty Six Thousand Seven Dollars.
Add \$856.00.00 MA. Tax if applicable.**

ADA – Lift to the stage

- Steve Dexter will remove the railing.
- The Curtain Shop is working on the shades which might cost somewhat less than the original proposal as the material for the shades has changed.

Hatchway to the Bell Level

- Richard will be making repairs to the hatchway so that it is more stable.

Lighting of the clock faces.

- Steve Dexter is working with Mike Hale re the lighting.

Bell level hatch

- Richard will be working to stabilize the hatchway.

North elevation doors

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

Suggested ideas for next Budget

- Suggested ideas – Deb ascertained that there is \$15,000 for Hall maintenance in the FY 17 budget.
 - 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 11:00 a.m..

Next meeting will be with Mike Hale on Monday October 24 at 10:30 a.m. at DPW Poplar Street.