

# City Hall Restoration Commission

## Summary of Meeting held on Monday, November 7<sup>th</sup> 2016

Location: Kyrouz Auditorium, City Hall

Present: J.J. Bell, Jan Bell, Steve Dexter, Jim Hafey, Craig Herrmann, Deb Laurie, Richard Luecke, Maggie Rosa and James Pope (Director of IT services)

### Minutes

- Minutes from the October 24<sup>th</sup> meeting accepted.

### Electrical Requirements Of The Building

- James Pope provided an overview of the work being done . New panels are being provided to the server room in the City Council conference room. The server room will be re-sized. Existing cables will be buried in the walls and the dropped ceiling (likely installed to conserve energy) will be removed. The auditorium panel is tapped out. It is possible that the power for the automatic door openers could be included in the server room project but there is no date when this work may get started.  
Jim will try to get outside electrician in to ascertain the minimum requirements for the doors and the turbines. We need to recognize that the City has a fixed amount of money for outside contractor.
- We noted that completion of the 2012 restoration project cannot be signed off by the Building Inspector due to the lack of information as to being able to provide power for the automatic door openers.

### DPW Representation

- Jim agreed that Curtis Wightman be asked to attend our meetings

### ADA Parking

- CDBG funds (\$180,175) have been awarded for the two on-site parking spaces.
- The plan will be sent to McGinley, Kalsow & Associates for their input. Response from Doug Manley was that we would not have to seek approval from MAAB as the plan meets their criteria.
- Mike Hale recommended that the final plan be sent to the City Council.
- Craig is generating an elevation plan, as requested by MHC.

### Flood-lighting of City Hall

- CASB has agreed to fund the lighting as per Richard's second option, which has a 37 degree width and 3000k Kelvin rating. The cost of the latter is approximately \$3410 for doing both the Post Office and Library sides of City Hall.

### Ventilation

- There was a discussion as to whether we should reconsider the use of the funds raised during the Bananas Fashion show as the power needs may make this project unfeasible as this stage and going with the non-turbine component of the project may not be worthwhile

### ADA – Lift to the stage (Ongoing)

- Richard removed the railing; DPW will fill in the holes. Maggie will seek information on the stain color for the floor.
- 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. They will be asked to delay the installation until after the November 8 election as Early Voting is being held in the auditorium

### Hatchway to the Bell Level

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

### 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 Budget

- Suggested ideas – Deb ascertained that there is \$15,000 for City 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 –Jim Hafey wrote to Maggie saying that Fred has it on his “to do” list
  - 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 on Monday November 21 at 10:00 a.m.**