

# City Hall Restoration Commission

## Summary of Meeting held on Monday, May 1<sup>st</sup> 2017

Location: Third Floor Conference Room

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

### Minutes

- Minutes from the April 24<sup>th</sup> 2017 meeting were unable to be accepted due to the lack of a quorum

### ADA Parking

- Mike Hale was expecting the work to commence within two weeks from April 11.
- A public hearing regarding the removal of three trees was held at 3p.m. on April 24 – no member of the public attended, so the removal can proceed.
- In J.J.'s absence (5/5 to 5/17) Maggie will follow up with Hilarie Holdsworth re the retaining wall and protection of the plants during the project.

### 2012 Restoration Project

- There has been no response from the Mayor regarding the automatic door openers, some of which due to incorrect operation have broken down. Jim Hafey has the spare parts but it would seem as though people need to learn the correct operating procedure.

### Ventilation of the Auditorium

- J.J. contacted Bruce Dearden who, as an outstanding businessman and citizen agreed to install a rheostat to moderate the flow of air, to install sound proofing, as well as to request some protection to prevent debris from falling into the ducts. J.J. will follow up with Bruce regarding the timing of these modifications.
- Barry Pett informed Maggie that the check for the remaining balance of \$25,400 from CAC Mechanical Services, Inc. had been mailed out on Saturday.

### Tower Interior Restoration Project

- On the recommendation of Donna Compton, J.J. contracted the on-call city architect, Kevin Buckley of KBA Architects who will come to city hall on Wednesday, May 3 at 3pm to talk to J.J. and others.
- We agreed that we should work on a budget of \$30,000 as that is the amount in the City budget for city hall maintenance.

### MAAB requirements for building elevator

- Maggie to contact Doug Manley to ask what is required to bring the elevator into compliance with the variance on the cab size.
- Photos were taken of the controls and will be sent to Doug, together with the MAAB decision and 521CMR 28.

### Signage

- Richard has completed the signage.

### Maintenance (No update)

- J.J. will nudge David Campbell re the clock face repair. Waiting for David to get back to Gloucester. Ongoing.
- Richard provided a set of photos detailing the points that they noticed.
  - These included:
    - The wooden "City Hall." signs on the Warren Street and Dale Avenue entryways are deteriorating and are in need of restoration. Jim is aware of this and is thinking about he could access these signs (he needs a bucket truck for this type of work)
    - On the North Elevation the light fixture should be replaced one that is more appropriate and fully shielded.
      - Jim has appropriate lighting that can be installed. Has gone onto the electrician's to-do list.
    - Granite work
      - Warren Street entryway granite steps are in need of repointing
      - Northeast corner – tar removal
      - Handicapped entry corridor wall is separating
        - We will ask the masons to include these issues during the rebuild of the walls to the ADA entrance.
    - Screening of the basement windows to protect against pebbles being thrown up and breaking the window.
    - Doorways in the basement well of the building – need to be fixed up so that the appearance is respectable.

- Pleasant Street (West Elevation) Scrape and paint a wood grill that is in a window opening.
- Railing on the North Elevation – some pieces are missing and will be fixed up as part of the ADA parking project

**Amount in the City Hall maintenance accounts**

- The amount remaining in the account is \$33, 420.

**North Exit Only**

- Maggie raised this in her email to the Mayor.

**Capital Improvements**

- Maggie tried to follow up with Mike Hale about capital improvements plan but has not received a response to her email.

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

- 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 10:45 a.m.

**Next meeting will be on Monday May 8 at 10:00 a.m.**