

City Hall Restoration Commission

Summary of Meeting held on Monday, April 24th 2017

Location: Third Floor Conference Room

Present: J.J. Bell, Jan Bell, Steve Dexter, Jim Hafey, Craig Herrman, Richard Luecke, Maggie Rosa

Minutes

- Minutes from the April 10th 2017 meeting accepted.

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 will be held at 3p.m. today.

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

- The fan and ductwork are functional but somewhat noisier than we would like.
- J.J. will contact Bruce Deardon to seek his input on a solution, as well as to request some protection to prevent debris from falling into the ducts. There is apparently no low speed adjustment.
- Ways to operate the ventilation system were suggested and included leaving the fans running overnight
- Maggie drafted some information for the GDT article to be written by Gail McCarthy. This will be on hold until the noise issue is resolved.
- The invoice for the remaining balance of \$25,400 from CAC Mechanical Services, Inc. was approved after the motion to accept was made by Steve Dexter and seconded by Richard Luecke. Maggie to coordinate the request for payment with Barry Pett.

Tower Interior Restoration Project

- Jim noted that there should be mandatory attendance at a pre-bid meeting so that the scope of the project can be fully determined. *

MAAB requirements for building elevator

- It remains unclear as to what compliance work that the elevator contractor was referring to and that maybe he was unaware of the variances issued by MAAB.
- The website for 521 CMR Architectural Access Board ELEVATORS is <http://www.mass.gov/eopss/docs/dps/aab-regs/521028.pdf>

Signage

- Richard has done the majority of the lettering for the signage at the Warren Street Entrance which lists the locations of various departments. More letters were obtained and Richard hopes to complete the project this week.

City Council Dais

- City Council President Joe Ciolino submitted a request to the Mayor that CHRC consider an action plan to refurbish the existing City Council dais in the Kyrouz Auditorium.
- The CHRC would like to see a mobile desk so that more of the floor space could be used for cultural events. Joe Ciolino is not seeking to redo the dais but rather refurbish it.

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 11:30 a.m.

Next meeting will be on Monday May 1 at 10:00 a.m.

- Donna Compton recommends the use of the city’s architectural firm, KBA, to scope out the project.

APPENDIX

MASS ARCHITECTURAL ACCESS BOARD INFORMATION RE THE BUILDING ELEVATOR

MAAB granted a variance for 521 CMR 28.7 which covers the cab dimensions.

MAAB granted a time variance for coming into compliance with 521CMR28.4 and 521CMR28.8

521 CMR: ARCHITECTURAL ACCESS BOARD 28.4 HALL LANTERNS

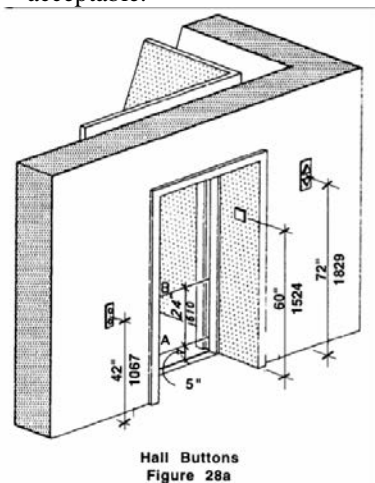
A visible and audible signal shall be provided at each hoistway entrance to indicate which car is answering a call. Lanterns shall comply with the following:

Hall lantern fixtures shall be mounted so that their centerline is at least 72 inches (72" = 1829mm) above the lobby floor. See Fig. 28a.

Audible signals shall sound once for the up direction and twice for the down direction or shall have verbal annunciators that say "up" and "down."

Visible signals shall have the following features:

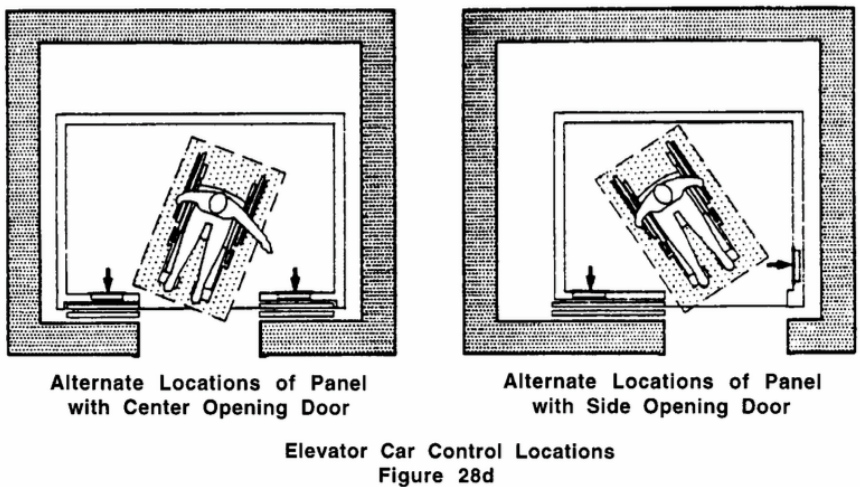
- a. Visual elements shall be at least 2 1/2 inches (2 1/2" = 64mm) in the smallest dimension.
- b. Signals shall be visible from the vicinity of the hall call button. See Fig. 28a. In-car lanterns located in cars, visible from the vicinity of hall call buttons, and conforming to the above requirements, shall be acceptable.



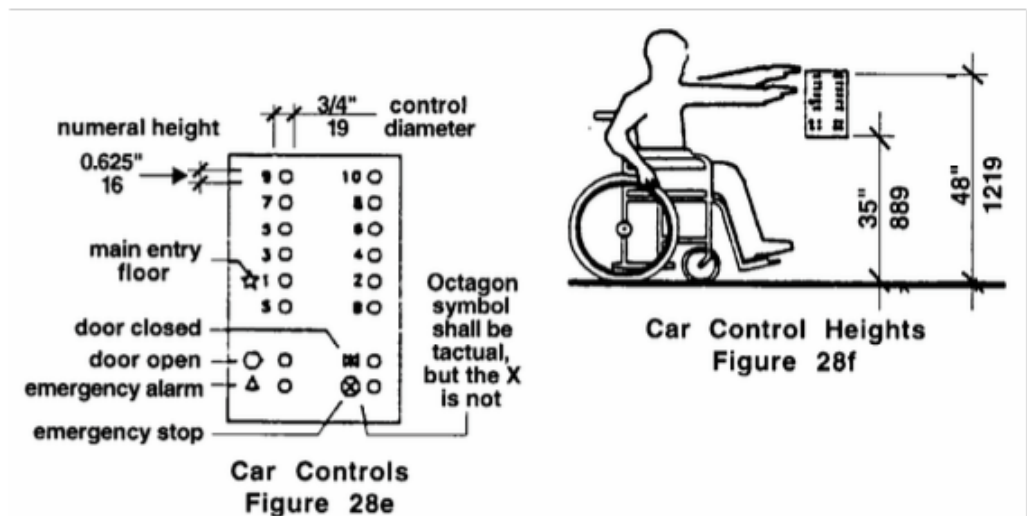
521 CMR: ARCHITECTURAL ACCESS BOARD 28.4 CAR CONTROLS

Elevator control panels shall have the following features:

28.8.1 Location: If cars have center opening doors, controls shall be located on the same wall or walls. If cars have side opening doors, controls shall be located at the side wall or at the front wall next to the door. See **Fig. 28d**.



28.8.2 Height: All floor buttons shall be no higher than 54 inches (54" = 1372mm) above the finish floor for side approach and 48 inches (48" = 1219mm) for front approach. Emergency controls, including the emergency alarm and emergency stop, shall be grouped at the bottom of the panel and shall have their centerlines no less than 35 inches (35" = 889mm) above the finish floor. See Fig. 28e and 28f.



28.8.3 Buttons: All control buttons shall be at least 3/4 of an inch (3/4" = 19mm) in their smallest dimension. They shall be raised or flush.

Tactile, Braille, and Visual Control Indicators: All control buttons shall be designated by Braille and by raised standard alphabet characters for letters, arabic characters for numerals, or standard symbols as shown in Fig. 28e.

- a. Raised and Braille characters and symbols shall comply with 521 CMR 41.00: SIGNAGE.
- b. The call button for the main entry floor shall be designated by a raised star at the left side of

the floor designation. *See Fig. 28e.*

- c. All raised designations for control buttons shall be placed immediately to the system shall be placed immediately to the left of the button to which they apply.
- d. Applied plates, permanently attached, are an acceptable means to provide raised control designations.
- e. Floor buttons shall be provided with visual indicators to show when each call is registered. The visual indicators shall be extinguished when each call is answered.