

City Hall Restoration Commission

Summary of Meeting held on Monday, May 8th 2017

Location: Third Floor Conference Room

Present: Jan Bell, Steve Dexter, Craig Herrmann, Deb Laurie, Richard Luecke, Maggie Rosa and Bill Sanborn

Minutes

- Minutes from the April 24th 2017 meeting were accepted.

ADA Parking

- J.J. established contact between Mike Hale and Hilarie Holdsworth re the retaining wall and protection of the plants during the project.
- Waiting for the removal of the trees

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

- Bruce Dearden who 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. The timing of this is dependent upon the delivery of the parts.

Invoice

- The CHRC approved payment of the invoice for \$108 for renewal of the P.O. Box which Steve Dexter paid for Maggie to send Barry Pett a request for payment.

Tower Interior Restoration Project

- Kevin Buckley of KBA Architects met J.J., Steve and Maggie at city hall on Wednesday, May 3 at 3pm. It was agreed that KBA would generate a proposal with the overall cost and how it might be phased in, depending on the cost. Maggie provided KBA with the 2012 construction drawings as well as a CD copy of the original 1869 plans.

MAAB requirements for building elevator

- Bill Sanborn will contact Jim Hafey to ascertain the issues. He will then contact the elevator contractor. Bill noted that elevators do not fall under the responsibilities of the Building Inspection Department.

Basement "Window vent"

- Maggie to send Richard what information she has re the color of the paints on the building.

Fundraising event"

- Jan mentioned that Richard Leonard will "maybe" organize another fundraising fashion show. One use of funds raised could be to complete the interior of the tower restoration.

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. Bill Sanborn has discussed this matter with Jim Destino.

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 10:40 a.m.

Next meeting will be on Monday May 22 at 10:00 a.m.