

City Hall Restoration Commission

Summary of Meeting held on Monday, July 31st 2017

Location: Third Floor Conference Room

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

Minutes

- Minutes from the July 10 meeting were accepted as is.

Building Elevator

- Curtis Wightman sent us a copy of the proposal from Embree Elevator which lists the work to be done for \$90,000.
- Maggie to email Curtis to ask what the next step is.

ADA Parking

- The balance is \$24,000
- J.J. contacted Craig Plaisted of Walker Creek Gardens about the Holly Bell Cook garden that needs to be restored and a proposal for the border along the Dale Ave wall. Craig advised J.J. that it is best to plant the gardens in September. J.J. will ask for a proposal re the new borders
- Some of the remaining funds might be used to create some artwork on the walls leading to the ADA doorway.
- Richard painted the door (not used) in this area.

Automatic Door Openers

- Richard will be installing the signage to state “Please leave door open. If needed to be closed please contact the custodian”

Ventilation of the Auditorium

- We agreed that we should ask Gail McCarthy to attend the next meeting (August 28) – Jan will follow up with Gail.
- After the meeting Richard found the fan going full blast but the windows all closed. Steve Dexter will follow up with Joe Ciolino.
- People need to make sure that the fan is turned off at night and that the windows are open if the fan is running.

Tower Interior Restoration Project

- J.J. will follow up with KBA regarding the status of drawing up the plans.

State funding

- Ongoing.

Maintenance

- 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
 - Railing on the North Elevation – some pieces are missing and will be fixed up as part of the ADA parking project
- Lighting in the stairwell
 - Maggie to make the Mayor aware of this issue
- ChimeMaster – Maggie to follow up with Curtis to ascertain that the maintenance was performed.

The meeting was adjourned at 11:00 a.m.

Next meeting will be on Monday August 28 at 10:00a.m.