

# City Hall Restoration Commission

## Summary of Meeting held on Monday, September 25<sup>th</sup> 2017

Location: Third Floor Conference Room

Present: J.J. Bell, Jan Bell, Steve Dexter, Deb Laurie, Maggie Rosa and Curtis Wightman

### Minutes

- Minutes from the August 28 and September 11 were unanimously approved.

### ADA Parking

- The balance is \$19,000
- A PO has been issued for the second quote of \$4,253, which now includes loam. Craig Plaisted (Walker Creek Gardens) contacted Comac Bros re an irrigation system. The Commission has requested an additional quote.
- Railings to the area need to be reinstalled and painted. Maggie met with J&L Welding and received a quote of \$1060 for misc. repairs. The Commission voted to proceed with this work. Maggie to send the quote to Curtis and Deb so that a PO can be generated. Curtis will ascertain the paint that is suitable for the other railings.

### Automatic Door Openers

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

### Ventilation of the Auditorium

- City Councilor Paul Lundberg has informed us that the ventilation system makes a difference!

### Tower Interior Restoration Project

- We have received an estimate of \$27,985 for the base bid with estimates of \$14,025 for Alternate 1 – add wood soffit and wainscoting and \$5,075 for Alternate 2 – for new plaster to be textured.
- The next steps are for KBA to put together the specifications, review and the bidding.
- The maintenance fund balance is \$25,920

### Bananas Event

- Jan reported that Richard has one more show in him. Need to identify a project and timeline.

### Handicapped Signs for Parking

- Steve stated that the signage along Dale Ave is complete.
- Another sign is needed to replace the existing sign at the Warren Street entrance to City Hall, which includes ADA parking.

### Sails and Trails Event Saturday September 23

- Approximately 70 people climbed the tower – there were many positive comments about our efforts and City Hall.

### Maintenance

- Work includes:
  - We noted that one of the handles on one of the auditorium windows (Pleasant Street side) has become disconnected from the frame.
  - 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
- Lighting in the stairwell

### New Business

- Auditorium sound system is terrible according to people attending the Cape Ann Forum on Saturday evening. Jan to contact James Pope about this issue
- Signs have been installed at the four entrances to the building noting that surveillance cameras monitor the building. Curtis is amenable to more appropriate signage.
- Jim Hafey and Curtis have discussed the condition of the ground level tiling and are likely to arrange for a test cut to ascertain what lies beneath – gorgeous wood flooring or asbestos.
- During the Sails and Trails event we noted that, in the attic plenum, there is a grounding cable that has been chafed.

The meeting was adjourned at 10:50 a.m.

**Next meeting will be on Monday October 16<sup>th</sup> at 10:00a.m.**