

City Hall Restoration Commission

Summary of Meeting held on Monday, October 30th 2017

Location: Third Floor Conference Room

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

Minutes

- Minutes from the October 16 meeting were unanimously approved.

ADA Parking

- Waiting on DPW to work with Walker Creek to install the irrigation.
- Maggie to follow up with J&L Welding, who have confirmed that they received the PO, as to when they will do the work.
- Curtis will ascertain the paint that is suitable for the other railings - ongoing

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 maintenance fund balance is \$25,920
- The revised specifications were reviewed by Craig Herrmann. Bid documents were prepared. Closing date is November 15 at 11:30 a.m. KBA will attend the pre-bid meeting on November 1 at 9:30 a.m.

Handicapped Signs for Parking

- Another sign is needed to replace the existing sign at the Warren Street entrance to City Hall, which includes ADA parking. Steve Dexter to follow up with DPW.

Open Meeting Law

- All non-City employees have provided the City Clerk's office with a signature copy of the Certificate of Receipt.

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
- Richard will paint the column at the Warren Street entrance that is showing signs of paint chipping.
- Maggie will visit Jeannine Harris to discuss how we can get the stairwell and north elevation lighting projects done, as well as the parking sign.
- Auditorium sound system is terrible according to people attending the Cape Ann Forum on Saturday evening. Jan to contact James Pope about this issue
- 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.

New Business

- Any future grants should include the use of the building for Halloween parties as a means of having people see what a great building this is.
- Jan reported that Roseann Cody is keen to work on the Bananas fundraiser.

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

Next meeting will be on Monday November 13 at 10:00a.m.