



MEETING NUMBER 4 MINUTES

Project: Gloucester City Hall Exterior Restoration
Gloucester, MA

Date of Meeting: August 22, 2011

Attendees: Maggie Rosa, J.J. Bell, Bill Sanborn, Steve Dexter, Craig Herrmann, Steve Pardee
– City Hall Restoration Commission
Doug Manley – MK&A

Distribution: Restoration Commission, MKA Team, A. MacLeod

Meeting Summary

Item	Date	Subject	Responsibility
4.1	8/22/11	Agenda 1. Continuation of discussion on accessibility issues	
4.2	8/22/11	Update of Building Evaluation <ul style="list-style-type: none">MKA presented and reviewed a report from Rolf Jensen & Associates, code consultant. RJ&A had toured the building and listed items of non-conformance, and placed their opinion on items for which variances might be sought. The report concurred with the information that MKA had provided earlier.	Record
4.3	8/22/11	Accessibility Work Possible by City Forces <ul style="list-style-type: none">MK&A presented a list of accessibility compliance tasks that could feasibly be accomplished by city forces. This list included door thresholds, door hardware, transaction counters, railings, elevator indicators and controls, alarm indicators, signage.Attendees discussed the need for review of the list by DPW to confirm commitment, feasibility, procurement strategies, funding, etc. for this phase of accessibility work.	Record Commission

4.4	8/22/11	Strategy for Variance approach to MAAB <ul style="list-style-type: none"> DPW will also need to be made aware of the Restoration Commission's proposed list of deferred items, and variance items and possible future discussion with the MAAB. 	Commis-sion
4.5	8/22/11	Chimneys <ul style="list-style-type: none"> Commission needs update from DPW on the status of chimney repair. 	Commis-sion
4.6	8/22/11	Ramp for South Entry <ul style="list-style-type: none"> MKA presented a very preliminary concept for providing accessibility to the South entry, via a ramp that would access the lower level. MKA favors this approach, as it has less visual impact on the building, utilizes an areaway that already exists, and is in a location that could provide convenient access to off-street van accessible parking. MKA stated that the scheme is preliminary and needs to be further verified by field measurement of existing conditions and needs further design development. The effect on the assessing department particularly needs development. C. Herrmann stated that he would like to hear a Rolf Jensen review and opinion of a ramp in this location. Commission expressed concern that the scheme does not directly access the first floor. Commission suggested that there are other options that should be examined, such as a lift at the south portico, a ramp to the 1st floor of the south portico, and a ramp starting on the north end of the building that would access the 1st floor west portico. 	MKA
4.7	8/22/11	Presentation of status to DPW <ul style="list-style-type: none"> M. Rosa will contact Mike Hale and Jim Hafey to set up meeting time that would meet their schedule, due to the number of items that require their input. 	M. Rosa
4.8	8/22/11	Upcoming meetings <ul style="list-style-type: none"> Next meeting will be Monday, Aug 29, at 10:00 AM 	Record

Please review minutes. These minutes are accepted as accurate and complete unless corrections and/or additions are received within 72 hours of issue.