



MEETING NUMBER 6 MINUTES

Project: Gloucester City Hall Exterior Restoration
Gloucester, MA

Date of Meeting: September 6, 2011

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

Distribution: Restoration Commission, MKA Team, A. MacLeod

Meeting Summary

| Item | Date | Subject | Responsibility |
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| 6.1 | 9/6/11 | Agenda 1. Continuation of discussion the scope of work for restoration, focusing on the accessibility requirement. | |
| 6.2 | 9/6/11 | Report of discussions with the Mayor's office <ul style="list-style-type: none"> • J.J. Bell reported that he and M. Rosa met with Jim Duggan of the Mayor's office last week for an update discussion of the project. The Mayor's office gives tentative support of the minor cost interior accessibility upgrades, but the accessible entry will have to be funded through the CPC funding for the restoration. • The source for funding for the more extensive interior upgrades, such as access to the auditorium stage and lower level toilet room renovations is not identified. Block Grants may potentially be a source, in future years. | |
| 6.3 | 9/6/11 | Accessibility Component of the Restoration <ul style="list-style-type: none"> • Attendees continued the discussion from the last meeting regarding the relative merits of the different options for accessible entries. Conclusion is that MK&A will meet informally with the executive director of the Mass Architectural Access Board to review proposed options. The purpose of the meeting will be to obtain the director's opinion | |

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| | | <p>of the proposed strategy to address accessibility. In the conversation with the director, MK&A will first ask if the existing Dale Avenue can adequately satisfy as a single accessible entry, particularly if it can be enhanced in appearance and supplemented with additional reserved parking on Dale Ave. (note: MK&A has scheduled this meeting with the MAAB director for September 21)</p> <ul style="list-style-type: none"> • Once the strategy for accessibility is determined, the Commission will present this information to the Community Preservation Committee to make them aware of the addition of the required accessibility component. • Based on current estimates of the restoration project, some of the proposed scope will need to be reduced in order to add accessibility items. Attendees agreed that the window restoration was a possible scope item to delete from the project. Commission will look into potential energy conservation related grants or programs to fund the window restoration. MK&A said that they will stop work on the window design portion, for now, and concentrate on the rest of the program, including accessibility. | <p>MK&A</p> <p>Commission</p> |
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| 6.4 | 9/6/11 | <p>Chimney Repair</p> <ul style="list-style-type: none"> • Following discussion, the Commission agreed that the chimney rebuilding would proceed as part of the building restoration, with the exception of any associated work required for toilet room exhaust ducting. • Bill Sanborn moved, and Steve Dexter seconded a motion to approve MK&A's proposal of \$12,406 in additional design services for the mechanical and structural engineers, and architects to inspect the chimneys, and provide restoration design. The Commission voted to approve the motion. • MK&A will begin work as soon as contract amendment is approved by Purchasing. • MK&A will draft a letter to the MHC detailing the events that led to the dismantle, and the proposed rebuild. • MK&A will work with the City Purchasing Department to petition DCAM to permit an emergency procurement process for the rebuild work to expedite the project, given the rapidly approaching heating season. • Bill Sanborn will approach Carol McMahan of Emergency Management to determine whether all or part of this work may qualify for disaster funding associated with Hurricane Irene. • Steve Dexter will inquire whether insurance reimbursement may be available on the basis of the insured taking action to address an unsafe condition. | <p>MK&A</p> <p>MK&A</p> <p>MK&A</p> <p>B. Samborn</p> <p>S. Dexter</p> |
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| 6.5 | 8/29/11 | Upcoming meetings <ul style="list-style-type: none">• Next meeting will be Monday, September 19, at 10:00 AM | Record |
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Please review minutes. These minutes are accepted as accurate and complete unless corrections and/or additions are received within 72 hours of issue.