

CITY HALL RESTORATION COMMISSION
SUMMARY OF MEETING HELD ON MONDAY JANUARY 4TH 2010

Location: Auditorium City Hall. Meeting opened at 10:00am

Present: J.J. Bell, Steve Pardee, Maggie Rosa

Not an official meeting due to lack of quorum – this summary represents an update of activities.

Bell Project

- Invoice 002677 for \$3044.17 was received from McGinley Kalsow for professional services rendered in the generation of the contract for the bell/clock project. As the Commission has already approved this amount (less the reimbursables) it was agreed to that we should approve the invoice and submit it to Barry Pett for payment.
- J.J. to follow up with Wendall Kalsow about the proposal for serving a contract overseers. J.J. ascertained that Wendall will get a proposal out to us by Tuesday January 5th.
- Donna Compton reported on January 4th that the fully executed contract was ready to be mailed out today.
- Verdine had informed J.J. that they were willing to meet the lower price.
- J.J. to invite David Campbell to attend next week's meeting of the Bell/Clock Project Building Committee.

Fundraising

- On December 28th Donna Compton informed J.J. and Maggie that the money was encumbered.
- Steve Dexter did invite Barry to attend the January 25th meeting and Barry agreed.
- Steve Pardee continues to sort through the old trim for suitable pieces. He identified a couple of pieces that he is now working on
- Maggie has not heard back from Cape Ann Wood Artisans Guild to see if they would be interested.
- Maggie reported that the Cape Ann Thrift Shop volunteers have send the restoration fund a check for \$500. Thank you letter will be written after names of these volunteers are obtained.
- Steve Pardee suggested that a video of City Hall (good bits as well as bits in need of repair) should be made and sent to CATV for their use.
- Need for an event to celebrate the completion of the bell/clock project.

National Historic Landmark District

- J.J. reported that Mary has made good progress on determining the history of the Fitz Henry Lane House and its environs.

Maintenance Issues

- Maggie did email Mark about the need to have some pieces of wood as a safety barrier at level of attic/belfry
- Fire detection, fixing the walls of the tower interior.
- Maggie will follow up with Mark Cole about these issues so that he may include them in his budget. Steve Pardee said that he would be willing to work with Mark to generate a budget.

Acoustics of the Auditorium

- J.J. pointed out that Richard Leonard thought that the drapes used during his show helped improve the acoustics in the hall. After the meeting Maggie spoke with Richard and it was the drapes used for the dressing room. Maybe some red velvet wall coverings?

Meeting adjourned at 11:00 am **Next meeting scheduled for January 11th 2010**

Outstanding Issues

- Delande Lighting (1-978-744-2609) 22 New Derby Street took a look at the lighting.
- Maggie asked Steve Pardee if he had heard anymore from Campbell about the rust issue that Campbell was to cheerfully address.
- Jeff Roache (the Postmaster) will get back to Steve Dexter about the availability of the second floor in the Post Office.
- Mark Cole is working on finding money for shelving.
- Also to suggest to Mark that hinges be placed on the trap door at the belfry level.
- Maggie reported that Jan Charles is willing to organize a nearly wet auction.
- Steve Pardee asked whether the NPS has a database of names that we might approach for donations.

- Flyer needs to be updated for raising money from the bell ringing time slots
- Steve Pardee asked whether the thank you letters are up to date. Maggie has a few more to do.