



**Municipal Building Committee – City Hall Redevelopment  
Via Zoom  
Wednesday, May 13, 2020 @ 4 PM**

Committee Members in Attendance			Others in attendance		
√	Gary Christenson, Chair	Mayor	√	Nelson Miller	Bldg. Commissioner
√	Eric Rubin	Pub. Facilities Dir.	ABSENT	Andy Vo	Hill Int. (Sr. Proj. Mgr.)
√	Barbara Murphy	2016 Council Pres.	√	Debbie DeMaria	Councillor-At-Large
√	Craig Spadafora	Council Pres. Appt.	√	Jorge Cruz	Flansburgh
√	Ryan O’Malley	Ward 4 Councillor	√	Ron Cochran	Mayor’s Office
√	Debbie Burke	MRA Director			
√	Ron Hogan	Mayor’s Appt.			
√	Kathleen Manning Hall	Clerk <i>Non-voting mem.</i>			

## MINUTES

1. **Roll Call of Committee members.** Meeting was called to order at 4 PM. Clerk called the roll and there was a sufficient quorum.
  
2. **Review and approval of March 10, 2020 Minutes.** *Motion by Eric Rubin to approve the Minutes of March 10, 2020, seconded by Debbie Burke and approved unanimously.*
  
3. **Construction Completion Schedule.** Ron Hogan performed a walk-through of the site with Ron Cochran who filmed a virtual tour of the outside plaza and the inside of the building. This film shown during the meeting. *Video will be available on the City’s YouTube page following the meeting.*
  - a. City Hall plaza is nearly complete with landscaping and looks great. The stones from the old church were installed on the plaza and add a lot of character. Plantings have filled out nicely.
  - b. Signage has been installed on the outside and front of the building.
  - c. FIRST FLOOR - Woodworking in the Council chamber has been installed, woodwork on columns is being installed. The ceiling around the perimeter of the chamber is being completed. The front lobby is nearly finished.
  - d. SECOND FLOOR - is ready for furniture, the delivery process was halted with the outbreak of COVID-19. Furniture delivery has begun to resume slowly.
  - e. THIRD FLOOR - is nearly complete with a lot of the furniture already installed. Security screens are being installed.
  - f. FOURTH FLOOR - Council office is completed; Mayor’s office nearly done; roof-deck is completed.

- g. FIFTH FLOOR – some space on this floor is being used as a staging area for furniture, but otherwise ready to go.

Discussion ensued about what reopening will look like including incorporating social distancing measures such as social distancing and split shifts to minimize employee contact. Ron Hogan feels that we must wait to see what the Governor puts in place before we can make concrete decisions. Ron will look into temporary barriers that may be tastefully installed for the City Clerk, Treasurer's and public facing offices to protect employees that may be removed at some point down the road. It is now looking like the middle to latter part of June for occupancy.

- 4. **Conference Room Naming.** This remains an open item for the two first floor conference rooms and the one in back of the chamber. MBC Members are encouraged to come to the next meeting with some ideas. Alternatively, this is something that can be done down the road.
- 5. **Approval of Payment of Invoices.** Each of the following invoices have been thoroughly reconciled by Ron Hogan with Hill and Contractor to confirm that all work has been done and is in line with the authorized budget.
  - a. Invoice from Hill for the month of March for project management services in the amount of \$16,805;
  - b. Invoice by Flansburgh for construction administration services for the month of March in the amount of \$11,475;
  - c. Requisition No. 14 by General Contractor M. O'Connor in the amount of \$664,324.45;
  - d. Invoice by Consulting Engineering Services (CES) for the month of March in the amount of \$1,680.80;
  - e. Invoice from the Malden Fire Department for a detail on March 11, 2020 in the amount of \$459;
  - f. Requisition No. 15 by M. O'Connor for the month of April in the amount of \$208,847.12;
  - g. Invoice by CES for the month of April in the amount of \$2,731.80;
  - h. Invoice by Flansburgh for the month of April in the amount of \$11,475;
  - i. Invoice by Hill International for the month of April in the amount of \$14,135; and
  - j. Invoice from the Malden Fire Department for a detail on May 8, 2020 in the amount of \$408.

*Motion to approve payment of all aforementioned invoices made by Barbara Murphy and seconded by Eric Rubin. All in favor, Motion passes unanimously.*

- 6. **New Business.** Before the COVID-19 outbreak, there was a grand opening scheduled for City Hall as well as a ribbon cutting for the reopening of Pleasant Street. Due to COVID-19, this will no longer be possible. JAG would like to reopen Pleasant Street to through traffic in the next week to 10 days as long as it's safe and equipment has been removed. Councillor Murphy suggested a socially distant commemorative walk down the street, perhaps a parade of cars to celebrate the success of the moment of reopening the street after more than 45 years. The Committee will work on options.

**7. Next Meeting.** Date to be determined, but in 2-3 weeks.

Motion to adjourn at 4:38 PM by Eric Rubin and seconded by Debbie Burke. All in favor, meeting adjourned.