



Gary Christenson, Mayor

**Municipal Building Committee – City Hall Redevelopment
Senior Center Cafeteria, 7 Washington Street
Tuesday, May 14, 2019 @ 4 PM**

Committee Members in Attendance			Others in attendance		
√	Gary Christenson, Chair	Mayor	√	Nelson Miller	Bldg. Commissioner
√	Ron Hogan	Mayor's Appt.	ABSENT	Andy Felix	Hill Int.
√	Debbie Burke	Mayor's Appt.	ABSENT	Joe Naughton	Hill Int.
√	Eric Rubin	Pub. Facilities Dir.	√	Andy Vo	Hill Int. (Sr. Proj. Mgr.)
√	Barbara Murphy	2016 Council Pres.	ABSENT	Joe Marshall	Flansburgh (Architect)
√	Craig Spadafora	Council Pres. Appt.	√	Jorge Cruz	Flansburgh
√	Ryan O'Malley	Ward 4 Councillor	ABSENT	Brian Hores	Flansburgh
√	Kathleen Manning Hall	Clerk <i>Non-voting mem.</i>	ABSENT	Bruce Danzer	Lab[3.2] (Int. Designer)
			√	Anthony Rodrigues	IT

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 to conduct business.
2. **Review and Approval of April 23, 2019 Minutes.** *Motion by Ron Hogan to approve the Minutes of April 23, 2019, seconded by Barbara Murphy and approved unanimously.*
3. **Schedule Updates.**
 - a. Project continues to make good progress. Contractors are working to address all issues and we are still on track for a January move-in.
 - b. Anticipating an early summer move-in for tenants leasing the southside area of the project.
 - c. Pleasant Street will be ready, however the earliest the street will be open is likely September. They are working on an egress plan for Pleasant Street during the remainder of the construction project.
 - d. The Leasing Office will be open soon for businesses interested in leasing space in the development.
4. **Update on Design.**
 - a. Flansburgh presented updated samples of carpeting. Also provided were wall and floor tiles; reconstituted walnut wood sample for exterior panels and doors; glass accent tiles; and silver aluminum to match up with the two blue transition

counterspace samples. In the service areas, most of the walls will be white, one accent wall will be light blue. Of the two counter samples, the consensus of the MBC is that the Committee prefers the darker blue countertop which will most likely stand the test of time and will not appear dated. MBC members are in agreement on the suggested paint colors. Flansburgh will update the blue in the carpet to match the chosen countertop color.

- b. Two Cubicles of furniture samples have been set up in the Parking Department area for viewing. Two more will be installed for viewing by 11 AM on Thursday May 16th. MBC Members are invited to view the furniture samples. A total of four vendors will offer samples. These samples are for the staff level cubicles for employees. Department Heads will have a slightly different style of furniture.

5. New Business.

- c. Invoice submitted by M. O'Connor in the amount of 198,234.54. *Motion to approve payment was made by Craig Spadafora, seconded by Barbara Murphy and was passed unanimously.*
- d. Invoice submitted by Hill through April in the amount of \$13,960. *Motion to approve payment was made by Craig Spadafora, seconded by Barbara Murphy and was passed unanimously.*
- e. Invoice submitted by Flansburgh through April in the amount of \$11,475. *Motion to approve payment was made by Craig Spadafora, seconded by Barbara Murphy and was passed unanimously.*
- f. Invoice submitted by Commissioning Agent CES in the amount of \$1,664.30. *Motion to approve payment was made by Craig Spadafora, seconded by Eric Rubin and was passed unanimously.*

6. **Other business.** A question was raised about the status of the historical artwork mural to be installed in the first floor Conference Room which will contain a time-line mural displaying the history of the City from earliest beginnings to current day. There must be sufficient lead time to determine what significant moments in time should be captured. Debbie Burke will reach out to the members of the Historical Commission for input and ideas.

7. Next Steps.

- a. When the framing of walls and installation of drywall is completed, the Committee will schedule a walk-through of the space.
- b. Conference Room furniture is the next big item to iron out.
- c. For artwork that will adorn the walls, it was suggested to engage local artists. Debbie Burke and Ryan O'Malley will take the lead.

8. **Next Meeting:** To be determined, most likely in the next three weeks.

Motion to adjourn at 4:44 PM by Barbara Murphy and seconded by Craig Spadafora. All in favor, meeting adjourned.