



Gary Christenson, Mayor

**Municipal Building Committee – City Hall Redevelopment
 Mayor’s Office Conference Room, 17 Pleasant Street, 4th Floor
 Tuesday, June 25, 2019 @ 4 PM**

Committee Members in Attendance			Others in attendance		
√	Gary Christenson, Chair	Mayor	√	Nelson Miller	Bldg. Commissioner
√	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			
√	Kathleen Manning Hall	Clerk <i>Non-voting mem.</i>			

MINUTES

1. **Roll Call of Committee members.** Meeting was called to order at 4:10 PM. Clerk called the roll and there was a sufficient quorum.

2. **Review and Approval of May 14, 2019 Minutes.** *Motion by Eric Rubin to approve the Minutes of May 14, 2019, seconded by Ron Hogan and approved unanimously.*

3. **Schedule Updates.** A sizable problem that was discovered is that floors 3-5 of the base building are not level. JAG’s Contractor Callaghan created the issue when they were laying out the steel. They are in the process of rectifying the issue floor by floor, grinding the floors and then pouring a light concrete product to make the floors level. The building structure has not been compromised. The city hall contractor, M. O’Connor is frustrated – this added work has been impeding their schedule. Callaghan will bear the financial burden to correct the problem. Once we have a clearer idea of the negative impact to the City’s move-in timeframe we may approach Callaghan for reparation.

4. **Update on Design.**
 - a. Debbie Burke, Eric Rubin, Ron Hogan and Barbara Murphy are on the subcommittee to select the furniture. Consultant Stefura Furniture Associates helped tremendously with the process. Furniture will be purchased from Haworth who was the second lowest cost provider. Subcommittee is in the process of obtaining final pricing.
 - b. Jorge Cruz is working on obtaining the stone for the first floor. First floor meeting rooms will be a greenish gray color, not the yellow once proposed. Samples were circulated.

- c. Timeline mural discussion – Barbara Murphy and Debbie Burke will take the lead on the timeline mural project. Debbie Burke and Ryan O’Malley take the lead on selecting what artwork will adorn the walls.
 - d. There’s a woodworking meeting tomorrow to coordinate the wood in the city council chamber.
 - e. Street level windows will be papered with a graphic image until the grand opening.
 - f. There will be an emergency generator in the building.
 - g. Ryan O’Malley and Chief Finn met with Heritage owners to let them know they will be unable to have further access to the site.
- 5. Dedication Plaque Approval.** Flansburgh drafted the dedication plaque. The currently seated City Council will be listed on the plaque. The following changes were suggested: (a) add Kathleen Manning Hall as Clerk; (b) reposition Nelson Miller to be listed with the rest of the members and note – advisory; Realign legislative delegation names to make more symmetrical. The hope is to have a grand opening celebration in December. *Motion by Ryan O’Malley to approve the language on the dedication plaque as amended; seconded by Ron Hogan. All in favor, Motion passed unanimously.*
- 6. New Business.**
- a. Invoice submitted by Hill for the month of May in the amount of \$19,487.96. *Motion to approve payment was made by Craig Spadafora, seconded by Barbara Murphy and was passed unanimously.*
 - b. Third requisition submitted from Contractor M. O’Connor in the amount of \$594,912.79. *Motion to approve payment was made by Barbara Murphy, seconded by Ryan O’Malley and was passed unanimously.*
 - c. Invoice submitted by Commissioning Agent CES in the amount of \$3,782.50. *Motion to approve payment was made by Craig Spadafora, seconded by Barbara Murphy and was passed unanimously.*
 - d. Invoice submitted by Flansburgh through May for construction management services in the amount of \$22,950. *Motion to approve payment was made by Craig Spadafora, seconded by Barbara Murphy and was passed unanimously.*
- 7. Next Meeting:** Date t/b/d – the hope is to have the next MBC meeting at the site.

Motion to adjourn at 4:43 PM by Debbie Burke and seconded by Eric Rubin. All in favor, meeting adjourned.