



Gary Christenson, Mayor

Municipal Building Committee – City Hall Redevelopment
 Mayor’s Office Conference Room, 17 Pleasant Street, 4th Floor
 Tuesday, August 6, 2019 @ 4 PM

Committee Members in Attendance			Others in attendance		
√	Gary Christenson, Chair	Mayor	√	Nelson Miller	Bldg. Commissioner
√	Ron Hogan	Mayor’s Appt.	√	Andy Vo	Hill Int. (Sr. Proj. Mgr.)
√	Debbie Burke	Mayor’s Appt.	ABSENT	Joe Marshall	Flansburgh (Architect)
√	Eric Rubin	Pub. Facilities Dir.	√	Jorge Cruz	Flansburgh
√	Barbara Murphy	2016 Council Pres.			
ABSENT	Craig Spadafora	Council Pres. Appt.			
√	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 4:05 PM. Clerk called the roll and there was a sufficient quorum.
2. **Review and Approval of June 25, 2019 Minutes.** *Motion by Eric Rubin to approve the Minutes of June 25, 2019, seconded by Ron Hogan and approved unanimously.*
3. **Schedule Updates.** The City continues to work through the flooring issues with Callahan and to determine how many days will be added to the end of the project. Callahan will bear the brunt of the cost. This issue has been the biggest impact to the schedule so far. Pleasant Street opening may be delayed for safety reasons because the area remains an active construction site.
4. **Update on Design.**
 - a. Renderings of the City Hall sign that will identify the building was circulated. The vertical sign will run down each side of the main entrance and will be visible to walkers and drivers from all angles. It is the same shade of blue used throughout the building and contains polished aluminum bronze letters that are 18 inches in height, two inches thick. A large City seal in the entryway is visible from outside the building and is seen immediately upon entering the building. Discussion ensued about adding “Malden” to the sign or adding the City seal as a graphic to let people know what City hall they are entering. Architects will come back with a design for the door – something that says Malden on it. They will also center the letters on the sign on the left side of the entrance so that “City Hall” is centered.

- b. Three flagpoles will be installed near the City Hall building on JAG property that will be maintained by JAG. It is likely that these flagpoles will contain an American, State and POW flags. JAG may also want to include their logo flag as well. Question about whether that is sufficient for the City's needs. There is also a spot for a flagpole on the roof deck of the City Hall unit. Flags flown there will be higher than the JAG flags. It is 48 feet to the top of the pole on the roof deck. At a minimum a city hall should have POW, American, and State flags flying. The decision was made to determine what JAG intends to include for flags on the poles on the ground and then the Committee will decide whether or not to utilize the roof deck flagpole.
 - c. Jorge Cruz will be traveling to Switzerland to ensure the right stone for the project gets delivered.
 - d. Time line and Art – Frank Russell will give Barbara Murphy some ideas. Debbie Burke will speak with Sand T., a local artist about artwork and where art should be placed. Debbie is working to form a committee including Malden artists to assist. Ed Spinney of Sign Art called Barbara and said he would like to help with the building's timeline mural.
- 5. Dedication Plaque Approval.** Ron Hogan received feedback from the City Council regarding the order in which At-Large Councillors are listed on the plaque. For the Police Station plaque, At-Large Councillors were listed in order of seniority. To remain consistent the decision was made to list At-Large Councillors in order of seniority. *Motion by Ryan O'Malley to list At-Large Councillors on the plaque in order of seniority and seconded by Barbara Murphy. Motion passes unanimously.* Ron will bring the final draft of the plaque to the next meeting.
- 6. New Business.**
- a. There have been invoices submitted by the Fire Department for welding details totaling \$5,202. *Motion to approve payment was made by Barbara Murphy, seconded by Eric Rubin and was passed unanimously.* Fire Chief Finn requested that payment for future Fire Department Details be made in a more timely manner. *Motion to approve prompt payment of future Fire Department details made by Barbara Murphy, seconded by Eric Rubin and was passed unanimously.*
 - b. Fourth and Fifth requisitions were submitted by Contractor M. O'Connor in the amounts of (fourth) \$81,772.99; and (fifth) \$869,657.91; *Motion to approve payment was made by Barbara Murphy, seconded by Eric Rubin and was passed unanimously.*
 - c. Two invoices were submitted by Flansburgh for the month June in the amount of \$22,950; and for the month July in the amount of \$22,950. *Motion to approve payment was made by Barbara Murphy, seconded by Eric Rubin and was passed unanimously.*
 - d. Two invoices were submitted by Hill for the month of June in the amount of \$16,860; and the month of July in the amount of \$18,760. Fred Scibelli is now on site for project management. *Motion to approve payment was made by Barbara Murphy, seconded by Eric Rubin and was passed unanimously.*
 - e. Two Invoices were submitted by Commissioning Agent CES Engineering. The fifth invoice is in the amount of \$2,118.20; the sixth invoice is in the amount of

\$1,513. Motion to approve payment was made by Barbara Murphy, seconded by Eric Rubin and was passed unanimously.

- 7. Next Meeting:** t/b/d – the hope is to have the next meeting in the building in three weeks.

Motion to adjourn at 4:48 PM by Ryan O'Malley and seconded by Eric Rubin. All in favor, meeting adjourned.