



www.cityofmalden.org

Gary Christenson, Mayor

Meeting Minutes

Municipal Building Committee – City Hall Redevelopment
 200 Pleasant Street, 6th Floor, Mayor’s Office Conference Room
 May 10, 2016 at 4 PM

Committee Members in Attendance			Others in attendance		
√	Gary Christenson, Chair	Mayor	√	Debbie Burke	MRA Director
√	Ron Hogan	Mayor’s Appt.	ABSENT	Tom Brennan	Legal Dept.
√	Eric Rubin	Public Facilities Director			
√	Barbara Murphy	City Council Pres.			
√	Ryan O’Malley	Ward Councillor			
√	Craig Spadafora	Council Appt.			
√	Kathleen Manning Hall	Mayor’s Office Clerk			

MINUTES

- Roll Call of Committee members.** Meeting called to order at 4:10 PM. Clerk called the roll and there was a sufficient quorum to conduct business.
- Review of Anticipated Schedule:** Although Jefferson will deliver us a shell space, they are moving along in the design process and there are aspects that must be determined such as columns, bracing, bathrooms, elevators and staircases before moving too far into the process. Flansburgh Architects are working with Ron Hogan to create preliminary floor plans. A shared conference room and a break room are located on Floors 2, 3 and 4.
 - Ground Floor:** Council Chamber (16.8 feet) floor to ceiling which is on the first floor due to the height that is needed, public access will be easier. Circular stairwell gives the foyer (28 feet in height) some presence. Suggested to add sink/coffee prep area in City Council Chamber space and to also set aside an area for MATV.
 - First Floor:** Treasurer, Assessor, City Clerk, Veterans, Controller
 - Second Floor:** PIPS, Nurse, Engineering, Mailroom, MRA
 - Third Floor:** Mayor’s Office, Legal, City Council Office.
 - Fourth Floor:** HR, Retirement, IT, Public Facilities, Fitness Center

- 3. Next Steps:** Relocate or restructure trash area on first floor where it currently cuts through Council Chamber. Get more detail on generators, and kitchen spaces. Rearrange offices in Assessor's Office and Controller's office so that natural light comes in. This will be beneficial to employees.
- 4. Next Meeting:** Ron will circle back about meeting on May 17th – in one week.

Motion to adjourn at 5:20 PM by Ryan O'Malley and seconded by Eric Rubin.