



Gary Christenson, Mayor

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Municipal Building Committee – City Hall Redevelopment
Senior Center Cafeteria, 7 Washington Street, Malden, MA
Tuesday, June 12, 2018 at 3:30 PM

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

MINUTES

- Roll Call of Committee members.** Meeting called to order at 3:30 PM. Clerk called the roll and there was a sufficient quorum. Ron Hogan chaired the meeting.
- Review and Approval of May 31, 2018 Minutes.** *Motion by Eric Rubin to approve the Minutes of May 31, 2018, seconded by Barbara Murphy. Minutes of May 31, 2018 were approved unanimously.*
- Schedule Updates.** Project continues to be on schedule.
- Continued Discussion on Design Development.** Architects met with Department Heads last week and made adjustments to offices to reflect space needs. Focus was on the furniture and equipment layout. By and large Department Heads prefer more collaborative work spaces and suggested 42 inch work stations. Storage needs are being carefully considered throughout the departments.
 - 2nd Floor** – Minor adjustments were made in each of the departments. The largest change was to the City Clerk's office to add more space for filing cabinets.
 - 3rd floor** – Engineering/Water gained more space – discussion to allocate conference room on this floor for a Water Dept. office. Architects will work on a solution and come up with some ideas. City Planner's space was relocated.

- c. **4th Floor** – Discussion ensued as to which employees will have offices and who will have cubicles. Committee agreed that Department Heads will get offices and employees will have cubicles. Law office will have more of a contained office space for the attorneys.
- d. **5th Floor** – No changes.
- e. **1st Floor**- Changes from the last meeting were incorporated.

Architects brought a cardboard model of the first and second floors along with samples of tile floor and wall coverings with color schemes which are more neutral in color. Discussion about making the wall along the back of the chamber retractable – it may be cost prohibitive, but architects will price options. Materials will be durable and additional complimenting colors will be introduced on hallway walls throughout. A cornerstone with the year on the building and a time capsule will be incorporated.

- 5. **New Business.** No new business.
- 6. **Next Steps.** Architects are at the point that they are ready to price out materials. At the next meeting they will bring a model of an office to demonstrate materials. They will have drawings ready by June 22nd, will get them to the cost estimator and then will get pricing back to the Committee. Plans are still flexible at this point.
- 7. **Next Meeting:** June 26, 2018 at 4:00 PM in the Mayor’s Office Conference Room.

Motion to adjourn at 4:58 PM by Eric Rubin and seconded by Debbie Burke. All in favor, meeting adjourned.