



**Municipal Building Committee – City Hall Redevelopment
Senior Center Cafeteria, 7 Washington Street, Malden, MA
Tuesday, March 10, 2020 @ 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.	√	Debbie DeMaria	Councillor-At-Large
√	Craig Spadafora	Council Pres. Appt.	√	Peg Crowe	Ward 1 Councillor
√	Ryan O'Malley	Ward 4 Councillor	√	John McNaught	Asst. City Solicitor
√	Debbie Burke	MRA Director	√	Anthony Rodrigues	IT Director
√	Ron Hogan	Mayor's Appt.	√	Steve Winslow	Councillor-At-Large
√	Kathleen Manning Hall	Clerk <i>Non-voting mem.</i>	√	Amanda Linehan	Ward 3 Councillor
			√	Maria Luise	Mayor's Office

Meeting was recorded by Malden residents Brian DeLacey and John Maira. Several community members and residents were in attendance as well.

MINUTES

1. **Roll Call of Committee members.** Meeting was called to order at 5 PM. Clerk called the roll and there was a sufficient quorum.
2. **Review and Approval of January 21, 2020 Minutes.** *Motion by Eric Rubin to approve the Minutes of January 21, 2020, seconded by Barbara Murphy and approved unanimously.*
3. **Construction Completion Schedule.** We are nearing the end of the construction schedule.
 - a. Floors 5, 4 and 3 have been completed, final cleanings are being done on these floors in preparation for furniture delivery which began today. Floors 1 and 2 are not yet completed. There are between 2 and 6 trucks of furniture arriving every week. Building the cubicles in the departments has been a time-consuming element.
 - b. Plans are in the works for a ribbon cutting of City Hall and the street opening on April 17th. The apartment building owners are anxious to have the street opened so tenants have access. There is a meeting scheduled tomorrow which will include Debbie, Kathleen, Ryan, Ron and JAG folks to discuss the scope of a grand opening. Ryan was hoping to organize a larger celebration for the opening of Pleasant Street, but this will take place next year.
 - c. The electrical engineer has not done a good job which has delayed the project. Construction is wrapping up in the Council Chamber, next they will wrap the columns in wood and then finish the floor. Eric Rubin worked hard to get the elevators inspected so that they may be used for furniture deliveries.

4. **Move in Schedule.** Move-in dates are not currently scheduled. Ron will begin meeting with Department Heads next week. 17 Pleasant Street employees will be the first to relocate as that building is leased. The transition will be a two-fold process - after employees are in the new building, the City will then sell all furnishings currently in both buildings.
5. **Conference Room Naming.** This item was tabled to the next meeting in the interest of time.
6. **Language and Signage Languages.**
 - a. Mayor Christenson thanked Councillor O'Malley for bringing the issue of including additional languages on signage to the MBC's attention. The Mayor believes it prudent to look at this more globally as a policy matter and take it to the next level and have it apply to all buildings in the City. He proposes a resolution from the MBC to the City Council to establish an ad hoc committee comprised of the Council, Mayor's office, School Dept., Public Safety and Public Facilities to establish a comprehensive access language policy to be applied to all city buildings. The Mayor would like to get this very important initiative right.
 - b. Councillor O'Malley feels the time is now to include languages and requests a very strict deadline for the Mayor's proposal. He compiled data from schools and American Community Survey to obtain top languages spoken in Malden and initially came up with a large list: English, Spanish, Portuguese, French Creole, Italian, Chinese, Vietnamese, Arabic and Braille. He now proposes lowering the number to 4 languages (from 90% to 75% inclusion): English, Spanish, Portuguese and Chinese. Ryan believes his data is accurate and we should do this now. Several residents submitted letters of support: Linda Thorsen, Monique Ching, Angie Liou, Councillor Dave Camell, MEA President Deb Gesualdo, City Councillor Amanda Linehan, Councillor Debbie DeMaria, Diana Jeong, and Danyal Najimi.
 - c. The Mayor disagreed with Councillor O'Malley and reiterated the importance of getting this initiative right. Ron Hogan believes the City should take more meaningful steps than just establishing signage and do more to communicate with people of other languages and reach out to the community for their opinion on which languages we use. *Motion by Ryan O'Malley to establish signs in English, Spanish, Portuguese and Chinese. Motion not seconded.*
 - d. *Motion by Barbara Murphy to make a resolution that the City Council establish a Language Access Committee to include the schools, Mayor, City Council, Public Safety and Public Facilities. Seconded by Craig Spadafora.* Craig spoke on the importance of signage in Police and Fire Stations as well by a date certain. *Roll Call, all unanimously in favor.*
 - e. *Motion by Ron Hogan put aside funding for the initiative for signage before the project is closed out. Seconded by Ryan O'Malley. All in favor, motion passes unanimously.*
7. **Approval of Payment of Invoices.**
 - a. Requisition No. 12 by General Contractor M. O'Connor in the amount of \$938,773.07. *Motion to approve payment made by Eric Rubin and seconded by Debbie Burke. All in favor, Motion passes unanimously.*

- b. Invoice from Hill for the month of January for project management services in the amount of \$18,360. *Motion to approve payment made by Craig Spadafora and seconded by Barbara Murphy. All in favor, Motion passes unanimously.*
- c. Invoice by Flansburgh for construction administration services in January in the amount of \$11,475. *Motion to approve payment made by Craig Spadafora and seconded by Barbara Murphy. All in favor, Motion passes unanimously.*
- d. Invoice by IR Analyzer for a moisture test of the entire roof to ensure no moisture was coming in in the amount of \$1,150. *Motion to approve payment made by Craig Spadafora and seconded by Barbara Murphy. All in favor, Motion passes unanimously.*
- e. Two invoices by Signet Electronic Systems in the amounts of \$38,241.30 and \$23,374.04. *Motion to approve payment made by Debbie Burke and seconded by Eric Rubin. All in favor, Motion passes unanimously.*
- f. Invoice by Consulting Engineering Services in the amount of \$1,260.60. *Motion to approve payment made by Craig Spadafora and seconded by Barbara Murphy. All in favor, Motion passes unanimously.*
- g. Invoice by Flansburgh for February in the amount of \$11,475. *Motion to approve payment made by Craig Spadafora and seconded by Barbara Murphy. All in favor, Motion passes unanimously.*
- h. Invoice by Hill International for February in the amount of \$16,215. *Motion to approve payment made by Debbie Burke and seconded by Eric Rubin. All in favor, Motion passes unanimously.*
- i. Invoice by Signet in the amount of \$36,887.97. *Motion to approve payment made by Craig Spadafora and seconded by Barbara Murphy. All in favor, Motion passes unanimously.*
- j. Requisition No. 13 by M. O'Connor for \$879,919.05. *Motion to approve payment made by Craig Spadafora and seconded by Barbara Murphy. All in favor, Motion passes unanimously.*

Ron is going through bills for electrical items that were missed that we paid extra for and will recoup those funds. There is no date certain where damages are incurred for project being delayed. JAG has paid for work done incorrectly and had to be corrected, but we are stuck with a delay.

8. New Business.

- a. Debbie reported that she and Kathleen are working on incorporating public art and are putting out a call for artists to request artwork in phases.
- b. Councillor Amanda Linnehan spoke in favor of procuring a space for lactation in compliance with a law passed in 2018. She suggested a pod system since the building has been completed. Ron believes we can accommodate this request and we will take it up at the next meeting.

9. Next Meeting. To be determined.

Motion to adjourn at 5:57 PM by Eric Rubin and seconded by Debbie Burke. All in favor, meeting adjourned.