

Building and Grounds Committee Meeting
Meeting Notes

July 14, 2021 6:00 PM
Zoom call – Mindy will provide the link

1. Call to Order/Roll Call – Jim Lee 6:07 PM
Jim Lee, Dawn Brooks, Mindy Long, Sue Holmes were present
2. Public comment - There was no public comment.
3. Old Business
 - a) Completed Items
 1. The Fence was removed
 2. The National Registry of Historic places Pre-Evaluation form (Step 1) has been completed and submitted.
 3. The Sprinkler system has been updated.
 - b) Items in Progress
 - 1 Elevator-inspection due 10-5-21. The capital expenditure bidding process on a new Elevator has been started. Jeff Ernest has elevator specs.
 - 2 Madison Street (Front Stairs) – On hold at the present time
 - 3 State Street Side Doors – Grant Proposals – (Approved for \$1145.00) waiting on City Council action. Refinish and repair has been arranged. We need to install a push bar on those doors.
 - 4 RAMP Suggestions – Handy Capped Sign need to be adjusted. Possibly use City Workers. Develop time line for other suggestions.
 - 5 Cleaning Service Proposals – On hold for now.
 - 6 Custodial tasks – Status will remain unchanged at the present time.
 - 7 Landscaping – Volunteers have been pulling weeds. We are looking to combine landscaping and snow removal.
 - 10 Façade grant – See number 3
 11. Compost Bin – Not at present time.
 12. Water sprinklers/hoses and timers – On order \$29.00
 13. Per Mar Motion Control Alarms – Quote \$1700.00
4. New Business
 - a) Fire alarm inspection
 - b) Landmark Grants
 - c) Butterfly Garden request to relocate to our lot next year.
 - d) Plumbing issue on the rental property. Roto-Rooter is handling.
5. Next Meeting August 18, 2021 4:00 PM (Suggested time)
6. Adjournment 6:46 PM