

## City Hall Project List

- **Building Envelope and Structure**
  - Weather-proof the exterior door on the lower level
  - Address ambient moisture and wall / ceiling deterioration throughout building
    - CEO office
    - PD Evidence room
    - Basement bathroom
    - Main office
  - Fill in the cracks or replace the exterior door in the Council Chamber
  - Fill in the doorway between the restroom and the Council Chamber with insulation to deaden sound transmission
  - Complete repair to window in north-facing wall
  - Weatherproof all windows in a way that does not obscure the architecture
- **Systems**
  - Look for a solution to provide more even heating and cooling in the building
    - Consider a heat pump as supplemental heat to the boiler and AC in summer
  - Move the thermostat away from the photocopier in office
  - Put the front exterior lights on a single switch, possibly with a timer so that we can turn them on manually and have them turn off automatically at midnight
  - Quieter, more efficient air conditioners, or replace with central air solution
  - Replace the toilets on all three floors with low water toilets
  - Replace malfunctioning ventilation fan in lower level restroom
- **Office**
  - Remount mail bins on a sheet of plywood secured to the molding so they don't keep pulling out of the plaster
  - Replace the outside bulletin board by the Council Room door with one that is larger, more weather-tight and lockable, OR install a new free-standing bulletin board beside the walkway [Note: We are now required by statute to post election results outside the building. This will require either more space or small type.]
  - Get a brochure rack for the lobby to replace the two wooden cases
  - Enlarge counter / window in Clerk's office
- **Exterior**
  - Tidy up the entrances on Winthrop Street and Second Street – paint doors, fix thresholds
  - Fix masonry spalling on front steps and elsewhere as needed
  - Remove / trim the big spruce tree (it has at least three leaders now)
  - Landscape along Second Street and create a foot path on side of building
- **Aesthetics**
  - Replace the floor in the lower level restroom
  - Replace the blinds in the dressing room
  - Replace the rug and mats in the lobby
  - Refinish the floor and steps in the lobby
  - Paint the ceiling and walls in the main office
  - Paint walls in the lower level restroom
  - Replace curtains in the Council chamber, Clerk's office, and City Manager office
- **Miscellaneous**
  - Clean the building thoroughly