

Minutes of the Memorial Hall Board of Trustees meeting Wednesday, November 4, 2020

REMOTE MEETING was called to order by Presiding Chair, Trustee Mike Margolis at 6 pm
Board Members in attendance via roll call vote: Trustees Eric DiNoto, Lou Izzi, and Mike Margolis.
Invited guest: Denise Gaffey, City Planner.

Motion to Open Public Participation

Mover: Trustee Izzi, Seconded: Trustee DiNoto

Roll call vote: Presiding Chair Margolis, Trustees DiNoto and Izzi

All voted in the affirmative; none opposed; Motion carried

No one from public requested to speak.

Motion to Close Public Participation

Mover: Trustee Izzi, Seconded: Presiding Chair Margolis

Roll call vote: Presiding Chair Margolis, Trustees DiNoto and Izzi.

All voted in the affirmative; none opposed; Motion carried

Status of \$2 Million Bond project for exterior repair project of Memorial Hall:

- Denise Gaffey, City Planner Is putting together the RFQ to hire an /engineer/architect and an RFQ for a project manager as per the State's Design Selection Process, Chapter 149, public construction.
- Denise is putting together a project review committee and request the Trustees forward her the name of a Trustee to serve on this committee for this project
- Construction will happen next year and expected to take 4-6 weeks.
- Trustees requested project work around the ongoing events, Denise agreed this is a priority.
- Trustees asked Denise if there is any more input needed from City Council and she said no as the bond request was approved. It is now the Planning Office responsibility
- Trustees request the project be promoted showing before and after photos as this not a very visible project and need the public to understand the importance of this project.
- Denise mentioned the installation of solar panels on the roof after the completion of this project. Kathy will invite Martha Grover to next meeting for her to present this to the Trustees
- Kathy suggested the solar panel project be incorporate in the approval process to Historical Commission as this exterior process. Trustee Izzi emphasized as long as adding the solar panels does not delay the start of the exterior project.

Motion to approve October 10/07/2020 meeting

Mover: Trustee Paladino, Seconded: Chair Sexton

Roll call vote: Presiding Chair Margolis, Trustees DiNoto and Izzi

All voted in the affirmative; none opposed; Motion carried

Kathy Presented the COVID-19 Waiver of Liability/Assumption of the Risk written by Rob Van Campen, Melrose City Solicitor

Motion to add the following Covid-19 Waiver of Liability/Assumption of the Risk to the FY21 Rental Agreement:

The World Health Organization ("WHO") has declared the novel coronavirus ("COVID-19") a highly contagious, global pandemic that can be transmitted by individuals who do not exhibit symptoms of the virus. As a result, the WHO, the United States Center for Disease Control ("CDC"), federal, state and local authorities have recommended so-called social distancing and the limitation of person to person contact in order to help reduce the spread of COVID-19. The City of Melrose and Memorial Hall follow the recommended guidelines of the WHO and CDC to help reduce the spread of COVID-19 and Applicant/Renter does hereby agree to adhere to any and all recommended federal, state and local guidelines and protocols during an event that is the subject of this Rental Agreement. Neither the City of Melrose nor Memorial Hall, and/or its Board of Trustees, can guarantee that the Applicant/Renter hereunder and/or its guests/attendees will not transmit or become infected with COVID-19. Applicant/Renter acknowledges the highly contagious nature of COVID-19 and nevertheless knowingly and voluntarily agrees to rent Memorial Hall and to sign this Rental Agreement. By doing so Applicant/Renter does hereby acknowledge and assume the risk that Applicant/Renter and any or all of Applicant's guests/attendees could potentially be exposed to or infected by COVID-19 during an event that is the subject of this Rental Agreement, and that such exposure or infection may result in personal injury, illness, permanent disability, and/or death to the Applicant/Renter and/or its guests/attendees. Applicant/Renter further knowingly and voluntarily accepts sole responsibility for any injury to Applicant/Renter and/or its guests/attendees (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that Applicant/Renter and/or its guests/attendees may suffer or incur while at Memorial Hall. By executing this Rental Agreement, Applicant/Renter on behalf of the Applicant/Renter its guests/attendees, their successors, heirs or assigns, does hereby forever release, covenant not to sue, discharge, indemnify and hold harmless the City of Melrose, Memorial Hall and/or its Board of Trustees, and each of their employees, volunteers, directors, agents, and representatives, of and from any and all claims, including all liabilities, actions, damages, costs or expenses of any kind arising out of or relating to Renter's use of Memorial Hall. Applicant/Renter understands and agrees that this release includes but shall not be limited to any claims based on the acts, omissions, or negligence of Memorial Hall, its employees, volunteers, directors, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any event, held at Memorial Hall.

Mover: Trustee Izzi, Seconded: DiNoto

Roll call vote: Presiding Chair Margolis, Trustees DiNoto and Izzi

All voted in the affirmative; none opposed; Motion carried

Motion allow Executive Director in FY21 the authority to use her judgment in approving Memorial Hall to be used for City of Melrose Meetings and subsequent fee waivers during FY21.

Mover: Trustee DiNoto, Seconded: Presiding Chair Margolis

Roll call vote: Presiding Chair Margolis, Trustees DiNoto and Izzi

All voted in the affirmative; none opposed; Motion carried

Motion to Adjourn at 6:45 pm

Mover: Trustee DiNoto, Seconded: Presiding Chair Margolis

Roll call vote: Presiding Chair Margolis, Trustees DiNoto and Izzi .

All voted in the affirmative; none opposed; Motion carried

Next Monthly Trustees meeting is scheduled for Wednesday, December 2, 2020 at 6 pm.

Respectfully submitted,

Kathy Pigott-Brodeur, Memorial Hall Executive Director

Distribution: Chair Mary Sexton, Trustees Eric DiNoto, Lou Izzi, and Mike Margolis