



## CITY OF MELROSE

## SOLDIERS & SAILORS MEMORIAL BUILDING

KATHY PIGOTT-BRODEUR  
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### MEMORANDUM

TO: The Honorable Melrose City Council  
FR: Kathy Pigott-Brodeur, Executive Director/Operations Manager, Memorial Hall  
DATE: May 30, 2022  
RE: Memorial Hall (693) Elevator Software Upgrade

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The elevator at Memorial Hall will need a software upgrade for the controller. The controller will be reprogrammed so it can enable the Emergency Phase 2 Car Operation when tested. This is a code mandated by the State and must be installed by the end of 2022 or the elevator will be deemed inoperable. As this upgrade is being done statewide on a large majority of elevators, our vendor's upgrade appointment schedule will run June through December 2022. The estimated cost for the software upgrade as of today is \$5000, (elevator maintenance line item of the Memorial Hall budget 016932-527303).

Thank you for your time and consideration.

*Kathy P-B*

Kathy Pigott-Brodeur  
Executive Director/operations Manager  
Soldiers and Sailors Memorial Building (Melrose Memorial Hall)