

## Minutes of the PBCC Meeting of April 26, 2018

Jerry Hopcroft called the meeting to order at 7:30 p.m.

### **Present:**

Jerry Hopcroft, Bill Kinsman, Chris Eberly, Bob Silk, Ted Callahan, and Bill O'Connor

Cathy Carney, Purchasing Agent for Town of Norwood

Matt MacDonald, Norwood Record

### **Absent:**

Steve O'Connor

### **Approval of Minutes:**

Bill Kinsman made a **MOTION** and Bob Silk seconded to approve the minutes of April 5, 2018. The **VOTE** was unanimous.

### **Invoices:**

Bill Kinsman made a **MOTION** and Ted Callahan seconded to approve and pay the secretary for the week of April 5, 2018. The **VOTE** was unanimous.

Bill Kinsman made a **MOTION** and Bob Silk seconded to approve the transfer of funds to pay PBCC cellphones for the month of March 2018 in the amount of \$117.91. The **VOTE** was unanimous. **P3054-18 PERM BLDG CONST-TELEPHONE**

Bill Kinsman made a **MOTION** and Bill O'Connor seconded to pay The Vertex Companies invoice#84192 in the amount of \$560.00. The purchase order to charge is PBC-18-0201; account P7489-18. The **VOTE** was unanimous. **P7459-18 FY18-BORR-TOWN HALL RENOVATION**

### **Chapel Restoration:**

One bid was received in the amount of \$115,000.00. The company was Azer Stained Glass and RGB made inquiries and found their work to be acceptable and easy to work with. There was a concern this being their first Municipal Project and they weren't sure about the phasing aspect of the project. The members felt these concerns could be worked out.

Ted Callahan made a **MOTION** and Bill O'Connor seconded to accept the bid of Azer Stained Glass Company for the restoration of the stained glass windows of St. Gabriels Chapel in the amount of \$115,000.00. The **VOTE** was unanimous.

Jerry Hopcroft will send an Award Letter to Azer Stained Glass Company.

The Lantern and Masonry projects have been separated and will be bid separately. Providing the funding is approved at Town Meeting we will get the bid out in early June. The award could then be made as early in July as possible. Jerry has been working with the FinCom and CPC to procure the supplemental \$500,000.00 funds required for this project.

Ted Callahan had a concern that the General Contractor assure the power will be up and the building heated at 50 degrees 24/7 during the construction for the drying out of the building. Jerry Hopcroft will check to confirm this is included in the contract.

The upgrade of the Electrical Panel and the 700 anchors on the west side will be in the contract as a deduct alternates.

Cathy Carney will discuss with Norwood Public Access about scheduling for updates of the progress of the project.

Jerry will ask RGB to review the budget estimates including soft costs for all associated contracts for the project.

**Window leaks in Town Hall:**

McGinley & Kalsow have looked at the window leakage but we have not received a proposal. Jerry will check with them. Ted will call a couple more firms to get proposals prior to the next meeting.

**Town Hall Renovations:**

The laser scanning has been done and the original drawings have been digitized. They have not been back since. They will need to contact Cathy Carney to arrange for space planning interviews. Jerry will contact them for an update.

**Other Business:**

Ted Callahan and Jerry Hopcroft have both been re-appointed to the committee. At the end of May a new Chairman will be voted.

A donation to help with the restoration of the Chapel of St. Gabriel in the amount of \$180.00 has been received from Norwood Country Manor, dba Best Petroleum, Bertucci's Plaza, Norwood, MA. Jerry Hopcroft will send a Thank You.

**Motion to Adjourn:**

Chris Eberly made a **MOTION** and Bill Kinsman seconded to adjourn. Meeting adjourned 8:30 p.m.

The next meeting of the PBCC will be on May 24, 2018 at 7:30 p.m., in Room 11 of the Norwood Town Hall.

This is a true copy of the PBCC meeting of April 26, 2018.

Linda Clarkin  
PBCC Secretary