

## Minutes of the PBCC Meeting of August 22, 2017

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

### **Present:**

Jerry Hopcroft, Ted Callahan, Bill Kinsman, Bill O'Connor, Bob Silk, and Susan Kreusch

Cathy Carney –Town of Norwood, Purchasing Dept.

### **Absent:**

Chris Eberly

### **Approval of Minutes:**

Bill Kinsman made a **MOTION** and Susan Kreusch seconded to approve the minutes of August 3, 2017. The **VOTE** was unanimous

### **Secretary Invoice:**

Bill Kinsman made a **MOTION** and Susan Kreusch seconded to approve and pay the secretary for the week of August 3, 2017. The **VOTE** was unanimous.

### **Invoices:**

Bill Kinsman made a **MOTION** and Susan Kreusch seconded to approve the transfer of funds to pay PBCC cellphones for the month of July 2017 in the amount of \$114.51. The **VOTE** was unanimous. **P3054-17 PERM BLDG CONST-TELEPHONE**

Bill Kinsman made a **MOTION** and , Bill O'Connor seconded to approve and pay Stephen Kelleher Architects invoice of August 1, 2017, in the amount of \$1000.00 for construction administration services 7/1/17 – 7/31/17. The account to charge is P3394-16. The **VOTE** was unanimous. **P3394-16 8/16 BAN HAWES POOL BATHHOUSE**

Bill Kinsman made a **MOTION** and Bill O'Connor seconded to approve and pay MacNeil Glass Co. invoice of June 27, 2017, in the amount of \$828.31 for mirrors. The account to charge is P3394-16. The **VOTE** was unanimous. **P3394-16 8/16 BAN HAWES POOL BATHHOUSE**

**Town Hall Renovations:**

A discussion of the applicants and score sheets for an OPM were discussed and sheets tallied. The two highest scoring firms were too close to choose. It was decided to have both Vertex Co. and Ryegate, Inc. attend the next meeting of August 24, 2017 for a meet and greet to allow the members to ask a few questions. A decision will be made prior to the close of the meeting on August 24<sup>th</sup>. The top choice will be notified and asked to have a proposal sent electronically by the 29<sup>th</sup> to be reviewed prior to the meeting of August 31<sup>st</sup> at which time they would meet to negotiate.

**Chapel Renovation:**

A discussion of the applicants and score sheets for an OPM was discussed and tallied. The three highest scoring firms were too close to choose. It was decided to have Vertex Co., RGB Architects, and Ryegate, Inc. attend the next meeting of August 24, 2017 for a meet and greet to allow the members to ask a few questions. A decision will be made prior to the close of the meeting on August 24<sup>th</sup>. The top choice will be notified and asked to have a proposal sent electronically by the 29<sup>th</sup> to be reviewed prior to the meeting of August 31<sup>st</sup> at which time they would meet to negotiate.

**Motion to Adjourn:**

Bill Kinsman made a **MOTION** and Bill O'Connor seconded to adjourn. The **VOTE** was unanimous. Meeting adjourned 8:25 p.m.

The next meeting of the PBCC will be on August 24, 2017 at 7:30 p.m., in Room 11 of the Norwood Town Hall.

This is a true copy of the PBCC meeting of August 22, 2017.

Linda Clarkin  
PBCC Secretary