

## Minutes of the PBCC Meeting of August 23, 2018

Bill Kinsman, Vice Chairman, called the meeting to order at 7:30 p.m.

### **Present:**

Bill Kinsman, Jerry Hopcroft, Steve O'Connor, Bill O'Connor, Ted Callahan

Cathy Carney, Contract Administrator for Town of Norwood

John Racine of RGB Architects

Mary Ellen Gambon of Norwood Record

### **Absent:**

Bob Silk, Chris Eberly

### **Approval of Minutes:**

Jerry Hopcroft made a **MOTION** and Bill O'Connor seconded to approve the minutes of August 9, 2018. The **VOTE** was unanimous.

Jerry Hopcroft made a **MOTION** and Steve O'Connor seconded to approve the Executive minutes of August 9, 2018. The **VOTE** was unanimous.

### **Invoices:**

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to approve and pay the secretary for the week of August 9, 2018. The **VOTE** was unanimous.

Jerry Hopcroft made a **MOTION** and Bill O'Connor seconded to pay RGB Architects invoice#6384-5 in the amount of \$7,648.71. The purchase order to charge is PBC-18-0301; account P4068-18. The **VOTE** was unanimous. **P4068-18 FY18-BORR-ST GABRIELS RESTORE**

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to pay Azer Glass Appl#3 in the amount of \$41,467.00. The purchase order to charge is 302695-01; account P4068-18. The **VOTE** was unanimous. **P4068-18 FY18-BORR-ST GABRIELS RESTORE**

### **Chapel Restoration:**

John Racine reported RGB visited the Azer Glass facility. The A, C, D and E windows and the three vents for the F window are finished. The B, G and H windows are being worked on combining the new and original glass. He is making good progress and is a real craftsman. Cathy Carney questioned the Certified Payrolls to confirm the Town of Norwood gets a copy of them.

There is a possibility of storing the windows at the Azer facility for a short time as the winter months tend to be slower for them.

John Racine will put together the correct information for the contract for the Masonry which needs to be signed by September 1<sup>st</sup>.

John Racine will get the contract out to J.F. Shea for the Lantern project. Crocker Architectural was informed they were not the successful bidder. A crane will be needed to get the Lantern back up. Cathy Carney mentioned the airport will have to be notified when a crane will be in use.

### **Town Hall Window Leaks:**

Dale Gienapp sent an email which was handed out to the members. Thompson and Lichtner have reviewed the drawings and photos. Subject to approval they will be on site Tuesday September 18<sup>th</sup> to do the testing.

### **Town Hall Renovations:**

Jerry Hopcroft reported the committee has approval from the Selectmen's meeting of Tuesday night to resume the project to do the engineering and get to the recommendations on how to proceed. Ted Callahan initially had objections that it didn't go along with what was voted at Town Meeting. There are problems with the A/C, the electrical load is 33% undersized and we need to bring the building into the 21st century. After much discussion it was determined all members were in agreement to continue with the existing contract with McGinley Kalsow & Assoc. to understand what will be required to update the building and then present to Town Meeting what the findings are and let the Town Meeting determine how to proceed. Ted Callahan will be contact with Wendall McGinley to see if and when they will resume the project. Cathy Carney mentioned the Article that was approved at the Town Meeting noted if any substantial changes to the project be approved by the Board of Selectmen and we have done so.

Jerry Hopcroft made a **MOTION** and Steve O'Connor seconded to continue with the existing contract with McGinley Kalsow & Assoc. to completion of the phase. The **VOTE** was unanimous.

Linda Clarkin will send a copy of the vote from the Town Meeting to all members.

**Motion to Adjourn:**

Jerry Hopcroft made a **MOTION** and Bill O'Connor seconded to adjourn. Meeting adjourned 8:35 p.m.

The next meeting of the PBCC will be on September 6, 2018 at 7:30 p.m., in Room 11 of the Norwood Town Hall.

This is a true copy of the PBCC meeting of August 23, 2018

Linda Clarkin  
PBCC Secretary