

## Minutes of the PBCC Meeting of December 13, 2018

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

### **Present:**

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

John Racine of RGB Architects

Dale Gienapp and Mike Nee of Gienapp Design

Cathy Carney, Contract Administrator for Town of Norwood

Amanda Webster of Norwood Record

### **Invoices:**

Jerry Hopcroft made a **MOTION** and Bill O'Connor seconded to approve and pay the secretarial invoice for the week of November 29, 2018. The **VOTE** was unanimous.

Jerry Hopcroft made a **MOTION** and Bill O'Connor seconded to pay John F. Shea Co, Inc. invoice#REQ1 in the amount of \$13,635.00. The purchase order to charge is 304762-01; account P4068-18. The **VOTE** was unanimous. **P4068-18 FY18-BORR-ST GABRIELS RESTORE**

### **Chapel Restoration:**

Mike Nee gave an update on the project. Azer provided the templates for the windows today. There are three Masonry Change Order Proposals:

#1- A credit to delete the project sign (\$494.38)

COR#3 - Additional 12 sq. ft. brick replacement in Chantry \$600

COR#6 - Repoint Interior of Tracery \$8,155.00

Jerry Hopcroft made a **MOTION** and Bill O'Connor seconded to approve:

#1- A credit to delete the project sign (\$494.38)

COR#3 - Additional 12 sq. ft. brick replacement in Chantry \$600

COR#6 - Repoint Interior of Tracery \$8,155.00

For a total of \$8,260.62. The **VOTE** was unanimous.

P.J. Spillane submitted three different proposals for different types of roofing. Each was discussed and none were acceptable. It is recommended Gienapp Design do the Due Diligence for better pricing and pursue a possible alternate vendor.

**Town Hall Window Leaks:**

Cathy Carney spoke with Victor Azer and he will be out tomorrow for a more thorough look at the stained glass windows in Memorial Hall.

Gienapp Design presented a proposal for Architectural and Engineering Services for the mitigation of water infiltration issues at Town Hall in the amount of \$42,000.00. This included re-glazing of the traditional glass windows but does not include any further water testing. This proposal was **Tabled** after Cathy Carney questioned the right to award. Further investigation will be required of prior contracts and language.

**Approval of Minutes:**

Jerry Hopcroft made a **MOTION** and Bill O'Connor seconded to approve the minutes of November 29, 2018. The **VOTE** was six in favor, one abstention.

**Motion to Adjourn:**

Bill O'Connor made a **MOTION** and Jerry Hopcroft seconded to adjourn. The **VOTE** was unanimous. Meeting adjourned 9:00 p.m.

The next meeting of the PBCC will be on December 27, 2018 at 7:30 p.m., in Room 11 of the Norwood Town Hall.

This is a true copy of the PBCC meeting of December 13, 2018.

Linda Clarkin  
PBCC Secretary