

Minutes of the PBCC Meeting of January 31, 2019

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

Present:

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

John Racine of RGB Architects

Cathy Carney, Contract Administrator for Town of Norwood

Mary Ellen Gambon of Norwood Record

Absent:

Bill Kinsman announced the resignation of Chris Eberly. The Committee is seeking another volunteer to join the board.

Invoices:

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to approve and pay the secretarial invoice for the week of January 10, 2019. The **VOTE** was unanimous.

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to pay John F. Shea Co, Inc. invoice#REQ#2 in the amount of \$25,875.00. The purchase order to charge is 304762-01; account P4068-18. The **VOTE** was unanimous. **P4068-18 FY18-BORR-ST GABRIELS RESTORE**

Jerry Hopcroft made a **MOTION** and Bill O'Connor seconded to table the RGB Architects invoice#6384-10 in the amount of \$7,459.55. The **VOTE** was unanimous

Approval of Minutes:

Bill O'Connor made a **MOTION** and Jerry Hopcroft seconded to approve the minutes of January 10, 2019. The **VOTE** was unanimous.

Chapel Restoration:

John Racine gave an update on the project. The interior is basically done. The chantry walls need to be washed then the scaffolding will come down. Ted Callahan mention there is a piece of wood trim missing from the northwest corner and has been located in the attic. John Racine will let P.J. Spillane know and have them install it. The mason will be finished the second to third week of February. The window openings have been adjusted to Azers templates and he has approved them. The exterior requires a little more work and will be integrated with the new roofing. No official date has been determined for the installation of the Lantern which is now 60% complete. The electrical inspection was expected to be done yesterday. John Racine will check the contract to see if the installation of LED bulbs was to be included and will ask the chandeliers to be cleaned. A custom door has been ordered having a long lead time. A temporary door will be installed until the custom door is installed in April. John Racine reviewed the project which stands now at \$1,579,000.

Bill O'Connor made a **MOTION** and Jerry Hopcroft seconded to approve Change Order #2 which consists of previously approved CCD4, CCD5, CCD6 and CCD7 for a total of \$9882.00. The **VOTE** was unanimous.

Town Hall Renovation Project:

Jerry is awaiting a re-schedule date for a meeting with the engineer.

Town Hall Window Leaks:

Ted Callahan is putting together the RFP for Designer for the repair of the leaks.

Community Preservation Committee:

Bill Kinsman, Ted Callahan and John Racine have been asked to attend the CPC meeting of February 6, 2019.

New Business:

John Racine will be making the sleeve for the time capsule. The size of the sleeve and the rededication plaque is to be determined at a later date. The Town Manager previously mentioned the desire to have the rededication ceremony in early May. Ted Callahan will speak with Tony Mazzucco to see if there are any plans for the time capsule to date.

Motion to Adjourn:

Jerry Hopcroft made a **MOTION** and Bill O' seconded to adjourn. The **VOTE** was unanimous. Meeting adjourned 8:15 p.m.

The next meeting of the PBCC will be on February 7, 2019 at 7:00 p.m., in Room 11 of the Norwood Town Hall.

This is a true copy of the PBCC meeting of January 31, 2019.

Linda Clarkin
PBCC Secretary