

Minutes of the PBCC Meeting of March 28, 2019

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

Present:

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

John Racine of RGB Architects

Cathy Carney, Contract Administrator for Town of Norwood

Mary Ellen Gambon of Norwood Record

Absent:

Steve O'Connor, Bob Silk

Secretarial Invoices:

Jerry Hopcroft made a **MOTION** and Bill O'Connor seconded to approve and pay the secretarial invoice for the week of March 14, 2019. The **VOTE** was unanimous.

Approval of Minutes:

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to approve the minutes of March 14, 2019. The **VOTE** was unanimous.

Invoices:

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to pay P .J. Spillane Co. invoice #APPL#6 in the amount of \$92,046.22. The purchase order to charge is 304617-02 account P4068-18. The **VOTE** was unanimous. **P4068-18 FY18 BORR- ST GABRIELS RESTORE**

Bill Kinsman made a **MOTION** and Ted Callahan seconded to pay McGinley Kalsow & Assoc. invoice#4715 in the amount of \$7,713.73. The purchase order to charge is 151420-01; account P7489-18. The **VOTE** was unanimous. **P7459-18 FY18-BORR-TOWN HALL RENOVATION**

Chapel Restoration:

John Racine gave an update on the project. The work is 95% complete; with the Windows project being 90% done, the Masonry 95% and the Roofing and flashing 95% done. Ted Callahan would like to have the Substantial Completion before April 1, 2019.

There was a question of drainage, which will go into the copper collection boxes and down through the piping. Ted Callahan had a concern about ventilation and was assured there is a vent up there. A louver also needs to be installed on the boiler room door.

John Racine went on to say there would be a list of conditions the Town would need to follow to maintain the building such as cleaning the gutters of leaves and debris and keeping the temperature at 50 degrees. John Racine went over the budget. \$1.58 million has been spent thus far and there is a remainder of \$53,000 as a contingency.

Cathy Carney mentioned she had seen the benches the Cemetery Dept. had re-varnished and how nice they look with all the ornate detailing. She suggested putting together a video presentation of the project from start to finish and displaying it on the Town website. John Racine will gather photos they have taken to put into the presentation.

Town Hall Renovation Project:

Jerry Hopcroft informed the committee a floor plan is being worked on for all three floors.

New Business:

Jerry Hopcroft spoke with Town Counsel regarding the question that was raised at the previous meeting. With a quorum of four, majority rules for votes.

Motion to Adjourn:

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

The next meeting of the PBCC will be on April 11, 2019 at 7:30 p.m., in Room 11 of the Norwood Town Hall.

This is a true copy of the PBCC meeting of March 28, 2019

Linda Clarkin
PBCC Secretary