

Minutes of the PBCC Meeting of October 18, 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, Chris Eberly, Bill O'Connor

Tony Mazzucco, Norwood Town Manager

Tom Maloney, Norwood Board of Selectmen

David Hajjar, Norwood Finance Commission

Cathy Carney, Contract Administrator for Town of Norwood

Wendall Kalsow of McGinley & Kalsow

Steven Kirby, Vertex Corporation

Dale Gienapp and Mike Nee of Gienapp Design

Dominick Puniello of GGD Engineers

Absent:

Bob Silk

Invoices:

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to approve and pay the secretarial invoice for the week of September 20, 2018. The **VOTE** was unanimous.

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to pay RGB Architects invoice#6384-7 in the amount of \$7,560.05. 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 Chris Eberly seconded to pay P .J. Spillane Co. invoice #APPL#1 in the amount of \$117,190.81. The account to charge is P7919-19. The **VOTE** was unanimous. **P7919-19 SRF-CPF-PBCC-ST GABRIEL CHAPEL**

Approval of Minutes:

Jerry Hopcroft made a **MOTION** and Steve O'Connor seconded to approve the minutes of September 20. 2018. The **VOTE** was unanimous.

Facilities Management

Tom Maloney introduced David Hajjar as Chairman of the Town Wide Facilities Committee. David discussed with the members the setup of the proposed Town Wide Facilities Dept. and the changing of the Bylaws. The suggested roles of the proposed dept. and its limitations and the new role the PBCC would assume were also discussed. The members will look over the draft of Memorandum of Understanding and submit to David with any recommendations.

Town Hall Renovations:

Wendall Kalsow returned after a temporary stoppage of the project. After discussing what has already been completed he wasn't sure where he should go with the project going forward. It was agreed there should be a meeting with the Chairman of the Board of Selectmen, the Town Manager, a PBCC representative, and McGinley & Kalsow to decide what the future of the building should be. Tony Mazzucco will get back to Wendall within the next six weeks. The asbestos testing will be done prior to the meeting.

Chapel Restoration:

Mike Nee & Dale Gienapp gave an update of the project. They are overall impressed with P.J. Spillane Co. and how quickly the temporary conditions were met and scaffolding was in place. They have approval of the new mortar and replacement brick. The work is mainly on the interior and some work is being done on the west wall exterior. The oil tank will be reinstalled by the town within the next two weeks and the contractor has acknowledged the requirement for heat.

There will be a contractor requested shop visit to John F. Shea Co. in Avon next Tuesday with the OPM and they will document what is seen.

The windows are near completion and Azer Glass is running out of room in their facility. He will be looking to store the windows in the Administration Building. Paul Ranalli will be notified a week prior to the move.

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to approve Change Order#6, \$1200.00 for the replication of three glass panels for window (K) vents with glass approved by architect/owner, all existing original glass of the panels to be used on window (I&J) vents and top panels as possible. The **VOTE** was unanimous.

Town Hall Window Leaks:

Dale Gienapp & Mike Nee reported that Thompson and Lichtner have done the testing. The full report should be complete by next week along with an estimate to repair. There was some leaking at the glazing. Mostly the top gable has leakage through the limestone. The sash may have to come out to repair it. The coping stones on the gables have perforations at the flashing. On the Central Street side at the dormer the header is leaking. The pine trim and sills are rotted. It is also recommended all sealants be replaced.

PBCC Budget:

Jerry Hopcroft made a **MOTION** and Chris Eberly seconded to approve the budget of \$10,600.00. The **VOTE** was unanimous.

Motion to Adjourn:

Jerry Hopcroft made a **MOTION** and Steve O'Connor seconded to adjourn. The **VOTE** was unanimous. Meeting adjourned 10:00 p.m.

The next meeting of the PBCC will be on November 29, 2018 at 7:30 p.m., in Room 11 of the Norwood Town Hall.

This is a true copy of the PBCC meeting of October 18, 2018.

Linda Clarkin
PBCC Secretary