

Minutes of the PBCC Meeting of September 20, 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

Absent:

Bob Silk, Bill O'Connor

Invoices:

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to approve and pay \$350.00 to the secretary for the week of September 6, 2018. The **VOTE** was unanimous.

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to pay RGB Architects invoice#6384-6 in the amount of \$10,753.25. The purchase order to charge is PBC-18-0301; account P4068-18. The **VOTE** was unanimous. **P4068-18 FY18-BORR-ST GABRIELS RESTORE**

Approval of Minutes:

Jerry Hopcroft made a **MOTION** and Steve O'Connor seconded to approve the minutes of September 6, 2018. The **VOTE** was four in favor, 1 abstention.

Town Hall Renovations:

Jerry Hopcroft and Ted Callahan will work together to oversee this project. Ted Callahan will handle the Gienapp design/Thompson Lichtner (window leak) project. Ted Callahan will call Mike Nee for confirmation and details on the windows project. Jerry will handle the McGinley Kalsow (building renovation) project. Jerry will invite McGinley Kalsow to the October 18th meeting.

Town Hall Window Leaks:

Bill Kinsman gave the updated information for Thompson & Litchner will be on site September 26, 2018. Ted Callahan raised questions of who would be doing the pulling of the stone etc. Ted Callahan will call Gienapp for more information.

PBCC By-Laws

Ted Callahan would like to add to the By-Laws to state no one person will manage all projects. This discussion is postponed until the next meeting.

Chapel Restoration:

Bill Kinsman and Bill O'Connor will oversee this project. Jerry Hopcroft reported the staging has been erected and there is plastic, homasote and plywood on the floor. The pews and other furnishings have been moved to the pod for storage and plastic, homasote and plywood is also protecting the nave.

New Business:

The sign for the Chapel is proposed as 4' x 8'. Chris Eberly suggested eliminating the committee member's names. Steve O'Connor will investigate to see if a sign is required.

Jerry Hopcroft made a **MOTION** and Ted Callahan seconded to eliminate the sign if Steve O'Connor finds it is not required. The **VOTE** was unanimous.

Jerry made a **MOTION** and Chris Eberly seconded that In the event the sign is necessary it be reduced to the minimum as required by law. The **VOTE** was unanimous.

Jerry Hopcroft made a suggestion to get business cards for all the committee members for contact information with the town email addresses on them. Jerry Hopcroft will check with Cathy Carney.

Motion to Adjourn:

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

The next meeting of the PBCC will be on October 18, 2018 at 7:30 p.m., in Room 11 of the Norwood Town Hall.

This is a true copy of the PBCC meeting of September 20, 2018.

Linda Clarkin
PBCC Secretary