

Minutes of the PBCC Meeting of October 26, 2017

Jerry Hopcroft called the meeting to order at 7:30 p.m.

Present:

Jerry Hopcroft, Ted Callahan, Bill Kinsman, Bob Silk, Bill O'Connor, Chris Eberly and Susan Kreusch

Cathy Carney, Purchasing Agent for Town of Norwood

Matt MacDonald, Norwood Record

Dale Gienapp and Mike Nee, Gienapp Design

Approval of Minutes:

Bill Kinsman made a **MOTION** and Bob Silk seconded to approve the minutes of October 12, 2017. The **VOTE** was 6 in favor, 1 abstention.

Secretary Invoice:

Bill Kinsman made a **MOTION** and Ted Callahan seconded to approve and pay the secretary for the week of October 12, 2017. The **VOTE** was unanimous.

Invoices:

Bill Kinsman made a **MOTION** and Ted Callahan seconded to approve and pay Stephen Kelleher Architects invoice 1357 of October 1, 2017, in the amount of \$750.00. The account to charge is P3394-16. The **VOTE** was unanimous. **P3394-16 8/16 BAN HAWES POOL BATHHOUSE**

Bill Kinsman made a **MOTION** and Ted Callahan seconded to approve and pay Stephen Kelleher Architects invoice 1373 of November 1, 2017, in the amount of \$750.00. The account to charge is P3394-16. The **VOTE** was unanimous. **P3394-16 8/16 BAN HAWES POOL BATHHOUSE**

Bill Kinsman made a **MOTION** and Ted Callahan seconded to approve and pay Barbato Construction invoice#14 of October 11, 2017 in the amount of \$25,745.00. The purchase order

to charge is PBC-16-0202; account P3394-16. The **VOTE** was unanimous. **P3394-16 8/16 BAN HAWES POOL BATHHOUSE**

Bill Kinsman made a **MOTION** and Ted Callahan seconded to approve and pay Barbato Construction invoice#15 of October 11, 2017 in the amount of \$46,318.74. The purchase order to charge is PBC-16-0202; account P3394-16. The **VOTE** was unanimous. **P3394-16 8/16 BAN HAWES POOL BATHHOUSE**

Bill Kinsman made a **MOTION** and Ted Callahan seconded to approve and pay Mary Kuppens invoice HAWES07 of October 25, 2017, in the amount of \$315.00. The account to charge is P3394-16. The **VOTE** was unanimous. **P3394-16 8/16 BAN HAWES POOL BATHHOUSE**

Jerry Hopcroft made a **MOTION** and Bill Kinsman seconded to table Gienapp Design invoice R2 of October 18, 2017, in the amount of \$1,936.00. The **VOTE** was unanimous.

Town Hall Renovations:

The contract for OPM has not been signed. Vertex Co. changed some of the language which was not acceptable. Legal counsel was consulted, changes made again and we are waiting for signatures again. If they do not sign we will go to the second choice. Designer proposals open November 9th, pre-proposal walk-thru is October 30th. Nineteen firms have downloaded the documents.

Cathy Carney discussed the bi-weekly meetings that are held with the town hall departments in preparation for the eventual moves and to prepare for necessary storage and temporary requirements during the process.

Chapel Restoration:

Dale Gienapp and Mike Nee discussed the changes made in the attempt to get to the desired budget. The deduct alternates are: 1) storm drainage, 2) entrance work scope, 3) lantern. The trailer requirement has been removed as there are available areas already on site. Gienapp Design will meet with the OPM to discuss the documents prior to November 15th when it goes out to bid. The specs need to specify that the care of the windows needs to take place as soon as possible to stabilize, protect and remove within a given number of days. Pre-bids for General Contractor will go out November 28th and bids open on December 5th.

PBCC FY19 Budget:

The members discussed the Proposed FY2019 Budget. It will be submitted as \$11,000.00 representing a \$100.00 increase to the telephone expense of the FY2018 Budget.

Motion to Adjourn:

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

The next meeting of the PBCC will be on November 8, 2017 at 7:30 p.m., in Room 11 of the Norwood Town Hall.

This is a true copy of the PBCC meeting of October 26, 2017.

Linda Clarkin
PBCC Secretary