

Minutes of the PBCC Meeting of May 23, 2018

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

Present:

Jerry Hopcroft, Bill Kinsman, Bob Silk, Ted Callahan

Cathy Carney, Purchasing Agent for Town of Norwood

Absent:

Steve O'Connor, Chris Eberly, and Bill O'Connor

Approval of Minutes:

Bill Kinsman made a **MOTION** and Ted Callahan seconded to approve the minutes of April 26, 2018. The **VOTE** was unanimous.

Invoices:

Bill Kinsman made a **MOTION** and Ted Callahan seconded to approve and pay the secretary for the week of April 26, 2018. The **VOTE** was unanimous.

Bill Kinsman made a **MOTION** and Ted Callahan seconded to approve the transfer of funds to pay PBCC cellphones for the month of April 2018 in the amount of \$114.45. The **VOTE** was unanimous. **P3054-18 PERM BLDG CONST-TELEPHONE**

Bill Kinsman made a **MOTION** and Ted Callahan seconded to pay The Vertex Companies invoice#80551 in the amount of \$630.00. The purchase order to charge is PBC-18-0201; account P7489-18. The **VOTE** was unanimous. **P7459-18 FY18-BORR-TOWN HALL RENOVATION**

Bill Kinsman made a **MOTION** and Ted Callahan seconded to pay McGinley Kalsow & Assoc. invoice#4534 in the amount of \$20,896.88. The purchase order to charge is 151420-01; account P7489-18. The **VOTE** was unanimous. **P7459-18 FY18-BORR-TOWN HALL RENOVATION**

Bill Kinsman made a **MOTION** and Bob Silk seconded to pay Gienapp Design invoice#1 in the amount of \$6,000.00. The purchase order to charge is 151421-01; account P7365-17. The **VOTE** was unanimous. **P7365-17 FY17-BORR-CEMETERY IMPROVEMENT**

Bill Kinsman made a **MOTION** and Ted Callahan seconded to pay RGB Architects invoice#6384-2 in the amount of \$3,050.00. The purchase order to charge is PBC-18-03-01; account P4068-18. The **VOTE** was unanimous. **P4068-18 FY18-BORR-ST GABRIELS RESTORE**

Chapel Restoration:

Azer Stained Glass had started with the removal of the windows. The work has been stopped pending the arrival of an Asbestos Removal Contractor and the submittal of some necessary paperwork.

An additional \$400,000 was approved at Town Meeting for the project. \$500,000 had been requested therefore there may not be enough funds to do the Lantern. Ted Callahan raised the concern the Lanterns function is to vent the interior of the chapel, therefore if it isn't to be repaired another means of ventilations needs to be in place. He also had concerns of the dampness of the interior and would like to see if the DPW could run some heaters to dry it out. It should be included in the masonry contract for the ongoing of the heat to dry it out. The DPW should maintain a minimum of 50degrees year round thereafter. Jerry Hopcroft will check with Gienapp Design to ensure these details are in the specifications.

Window leaks in Town Hall:

Jerry Hopcroft has spoken with a woman from Thompson and Lichtner who will get a proposal for the leaks by June 7, 2018. Ted Callahan has been in contact with four other vendors who will also be out to the building to look and should have proposals within a week.

Town Hall Renovations:

The reports of the Mechanical, Electrical and Plumbing as well and the Fire Protection have been prepared. Wendall Kalsow has asked for an hour of time at the start of the meeting on June 7, 2018 to discuss these reports. The OPM will also attend the meeting. Cathy Carney will extend an invitation to Tony Mazzucco. The board members will review the reports prior to the meeting.

Other Business:

The election of the new Chairman was deferred until the meeting of June 7, 2018 when more members will be in attendance. Jerry Hopcroft will not be in attendance at that meeting therefore Bob Silk as Vice Chairman will run the meeting.

Motion to Adjourn:

Bill Kinsman made a **MOTION** and Ted Callahan seconded to adjourn. Meeting adjourned 8:30 p.m.

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

This is a true copy of the PBCC meeting of May 23, 2018.

Linda Clarkin
PBCC Secretary