

**PUBLIC SITE & BUILDING COMMISSION**

Clifford J. Hurgin Municipal Center  
1 School Street  
Bethel, CT 06801

**Regular Meeting Minutes**

**Wednesday July 25, 2012**

**7:30 pm**

**C.J. Hurgin Municipal Center – Meeting Room “B”**

**PRESENT:** Chair Scott Perry, Co-Chair Nancy Ryan, Jane Bickford, Deno Gualtieri, John Perna.

**ABSENT:** Ellen Connell, Jim Lacey, John Menti

**ALSO IN ATTENDANCE:** Lynn Rosato, First Selectman Matt Knickerbocker

**CALL TO ORDER:**

Co-Chair Nancy Ryan called the meeting to order at 7:50 pm.

**APPROVAL OF MEETING MINUTES:**

Jane Bickford made a motion, seconded by Deno Gualtieri to approve the minutes of the Regular Meeting of the July 11, 2012 as submitted. Vote was “All in Favor” with the exception of Scott Perry who abstained. Motion approved.

**CORRESPONDENCE:** None

**PUBLIC INPUT:** None

**OLD BUSINESS:**

**Bethel Library Project**

- Lynn Rosato reported that the Invitation to Bid has been posted and the walk through occurred on July 24, 2012. Bids will be opened at 2:30 PM on August 8, 2012.
- Lynn Rosato reported on conversation and questions from Gary Feld of ITT (Information Technology Management) regarding the T-Drawings and specifications.
- Matt Knickerbocker responded to Co-Chair Nancy Ryan’s letter and indicated that he had waived the town permit fees for the Library Project.
- Nancy Ryan led discussion on P.B.Bailey preliminary parking plan and identified recommendations from Lt. Dickinson (Bethel Police Department) and the Public Works and Planning and Zoning Departments in preparation for discussion at the pre-construction meeting on July 26, 2012.
- Nancy Ryan made a motion, seconded by John Perna to approve an additional P.B. Bailey expense in the amount of \$9,250 (as detailed in P.B.Bailey email dated June 11, 2012 - attached) for additional A/E services relating to the new library parking lot

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TOWN OF BETHEL  
TOWN CLERK

pending confirmation that scope of work meets PS&BC criteria. Vote, "All in Favor".  
Motion approved unanimously.

**Police Station Project**

- Nancy Ryan reported on her discussion with Bethel Assessor regarding potential properties. Scott Perry agreed to follow up on updating potential property list.

**Park and Recreation Storage Building and South Street Fire House**

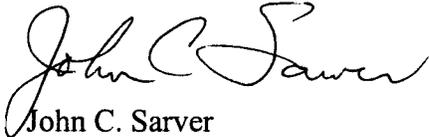
- Nothing new to report.

**NEW BUSINESS:** None

**AJOURNED:**

Scott Perry made a motion, seconded by John Perna to adjourn the meeting. Vote, "All in Favor". Motion approved unanimously. Meeting adjourned at 9:27 pm.

Respectfully submitted,



John C. Sarver  
Recording Secretary

**From:** Jarett Crooks <jcrooks@pbbarchitect.com>  
**To:** Nancy Ryan <njrymo@sbcglobal.net>  
**Sent:** Mon, June 11, 2012 11:53:50 AM  
**Subject:** FW: Bethel Public Library A/E Fees for Parking Lot

Nancy  
Please see Paul's e-mail below regarding our fee for the new parking design and construction drawings.

Jarett M. Crooks AIA LEED  
Paul B. Bailey Architect, LLC  
110 Audubon Street  
New Haven, CT 06510  
t: 203-776-8888 x20  
f: 203-772-1365  
e: [jcrooks@pbbarchitect.com](mailto:jcrooks@pbbarchitect.com)  
w: [www.pbbarchitect.com](http://www.pbbarchitect.com)

**From:** Paul Bailey [mailto:pbailey@pbbarchitect.com]  
**Sent:** Monday, June 11, 2012 11:36 AM  
**To:** Jarett Crooks  
**Cc:** Cheryl Sacco  
**Subject:** Bethel Public Library A/E Fees for Parking Lot

Jarett,

Please remind the Town that the \$5,000 allowance fee in our AIA contract for the additional A/E services related to the new parking lot was only an estimate. Our actual costs for the selected site are as follows:

Civil Engineer	\$5,750.
(Rotondo Engineering) Architect	\$3,500
Total	\$9,250

Please request approval from the Town for this fee.

Thanks,

Paul

Paul Bailey AIA LEED AP  
Paul B. Bailey Architect LLC  
110 Audubon Street  
New Haven, CT 06510  
Tel: 203.776.8888  
Fax: 203.772.1365  
[www.pbbarchitect.com](http://www.pbbarchitect.com)