

PUBLIC SITE & BUILDING COMMISSION

Clifford J. Hurgin Municipal Center

1 School Street

Bethel, CT 06801

Regular Meeting Minutes

Wednesday December 11, 2013

7:30 pm

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

PRESENT: Chair Scott Perry, Co-Chair Nancy Ryan, Deno Gualtieri, Jane Bickford, Ellen Connell, John Perna, James Wright

ABSENT: Jim Lacey, Jon Menti

CALL TO ORDER:

Co-Chair Nancy Ryan called the meeting to order at 7:32.

APPROVAL OF MEETING MINUTES:

Scott Perry made a motion, seconded by Deno Gualtieri, to approve the minutes of the Regular Meeting of November 27, 2013 as submitted. Vote - All in Favor. Ellen Connell and Scott Perry abstained. Motion approved unanimously.

CORRESPONDENCE: None

PUBLIC INPUT: None

OLD BUSINESS:

Bethel Library Project

- Jane Bickford gave an update to the Library Project Punch List. There are still a few outstanding items. Steve Hicks from MGI has indicated that these items will be taken care of soon. Nancy Ryan will contact Steve Hicks to make sure that these outstanding items are completed very soon.
- The Library Board has paid the Town the final amount due so now the Library Board can use the rest of the funds to complete the purchase of FF&E.
- John Perna explained that the CL&P incentive money will be calculated based on the equipment that was installed on the Project. CL&P contacted Andrew Morosky to confirm the equipment installation and will complete the final calculation based on this information. Nancy Ryan will contact Andrew to see if this information has been given to CL&P.

South Street Fire House

- Nothing new to report.

TOWN OF BETHEL
TOWN CLERK

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RECEIVED

Police Station Project

- Nancy Ryan reported that the Agreement with Hawley Construction for the Site Review process has been signed and they can move forward on the Site Review.
- Jakunski Humes has forwarded an Agreement for the Space Needs Assessment Study update to Matt Knickerbocker for his signature. Nancy Ryan will make sure Matt has copies of this Agreement for his signature.

Calendar 2014 Meeting Schedule

- The schedule for the calendar year 2014 was discussed. We discussed changing the meeting night back to Tuesday nights as we had been meeting on Tuesday nights before the start of the Library project. It was agreed that Tuesday nights would be best for the majority of the Commission members. However, the schedule for January 2014 will stay with the first meeting on Wednesday January 8, 2014 as scheduled. The second meeting in January should be changed to Tuesday January 28, 2014 to get into the second and fourth Tuesday routine. This updated schedule should be voted on at the January 8, 2014 meeting and filed with the Town Clerk by January 31, 2014.

NEW BUSINESS:

None

AJOURNED:

John Perna made a motion, seconded by Ellen Connell, to adjourn the meeting. Vote, "All in Favor". Motion approved unanimously. Meeting adjourned at 8:48 pm.

Respectfully submitted,



Nancy J. Ryan
Co-Chair