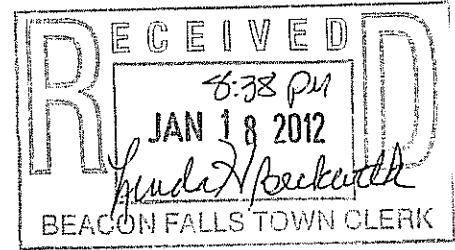


COMMUNITY MEDIA CENTER COMMITTEE
c/o Town Hall
10 Maple Avenue
Beacon Falls, CT 06403



January 17, 2012

Town Clerk, Kurt Novak
c/o Town Hall
10 Maple Avenue
Beacon Falls, CT 06403

Dear Mr. Novak,

Please be advised that the **Community Media Center Committee** will be holding a **meeting on Wednesday, January 25, 2012 at 7:00 PM** in the **Connie Christensen Room of the Beacon Falls Public Library.**

Agenda

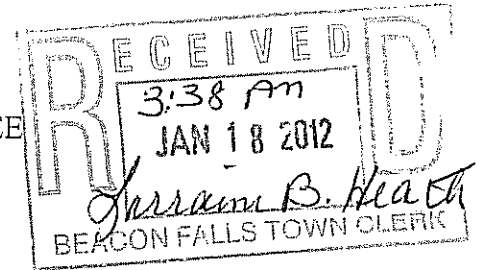
(items to be discussed at the discretion of the Chairman)

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Review of the Agenda
5. Approval of Minutes
6. Correspondence
7. Report from Board of Selectmen
8. Building Program for project (scope & specifications)
9. Funding / 2012-2013 Budget
10. New Business
11. Adjournment

Thank you,

Debbie Conte
Community Media Center Committee Clerk
Cc: Board of Selectman, Community Media Committee members

COMMUNITY MEDIA CENTER COMMITTEE
c/o Town Hall
10 Maple Avenue
Beacon Falls, CT 06403



January 16, 2012

Town Clerk, Kurt Novak
c/o Town Hall
10 Maple Avenue
Beacon Falls, CT 06403

Dear Mr. Novak,

Please be advised that the **Community Media Center Committee** will be holding a **meeting** on **Wednesday, January 25, 2012** at **7:00 PM** in the **Connie Christensen Room of the Beacon Falls Public Library.**

Agenda

(items to be discussed at the discretion of the Chairman)

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Review of the Agenda
5. Approval of Minutes
6. Correspondence
7. Report from Board of Selectmen
8. Building Program for project (scope & specifications)
9. Funding / 2012-2013 Budget
10. New Business
11. Adjournment

Thank you,

A handwritten signature in cursive, appearing to read "Debbie Conte".

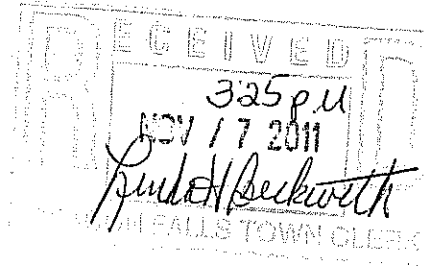
Debbie Conte

Community Media Center Committee Clerk

Cc: Board of Selectman, Community Media Committee members

Community Media Center Committee Meeting Minutes

October 26, 2011



Call to Order/Pledge of Allegiance

The meeting was called to order by S. Dowdell in the Connie Christensen Children's Room of the Library at 7:10 p.m.

Members present: Sue Dowdell, Art Daigle, Bob Spear

Members absent: Ed Micklos, Allison Sirowich, Linda Chamenko, Doug Bousquet, Dave Pokras, Ed Groth, Steve Ruhl

A quorum of members was not present at the meeting. Therefore no motions were taken and the meeting continued as a workshop only.

Ex-officio members/other present: None

Public Comment

None

Review of the Agenda

Approval of Minutes

B. Spear requested a wording change to Public Comment section of the September 28, 2011 minutes; "The design the committee is working on is not specifically for that *building* location".

Correspondence

None

Report from Board of Selectmen

None

Building Program for Project (scope & specifications)

Funding

S. Dowdell hopes with the impending sale of the cell phone tower perhaps some money will be found soon.

New Business

B. Spear reviewed the "work in progress" RFP/RFQ draft. B. Spear and S. Dowdell will meet on Wednesday, November 2 to continue working on the document. A discussion regarding incorporating items from the house into the new building was had. Possible items discussed included; flooring, lighting, an ice box and the stair case.

A. Daigle feels we need to show the public "what they are getting for their dollars".
S. Dowdell reported that L. Chamenko has previously spoken to Jeremy Rodorigo regarding using the new center as an "emergency shelter". Generators and showers will need to be available.

Adjournment

Meeting was adjourned at 7:50 p.m.

Next meeting: Wednesday, November 16, 2011 7 p.m.

Respectfully submitted,



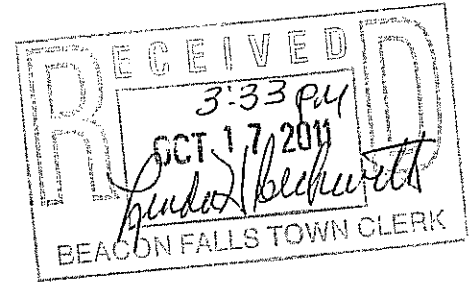
Debbie Conte
Community Media Center Committee Clerk

NOV 27 2011

COMMUNITY MEDIA CENTER COMMITTEE
c/o Town Hall
10 Maple Avenue
Beacon Falls, CT 06403

October 16, 2011

Town Clerk, Kurt Novak
c/o Town Hall
10 Maple Avenue
Beacon Falls, CT 06403



Dear Mr. Novak,

Please be advised that the **Community Media Center Committee** will be holding a **meeting on Wednesday, October 26, 2011 at 7:00 PM** in the **Connie Christensen Room of the Beacon Falls Public Library.**

Agenda

(items to be discussed at the discretion of the Chairman)

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Review of the Agenda
5. Approval of Minutes from September 28, 2011
6. Correspondence
7. Report from Board of Selectmen
8. Building Program for project (scope & specifications)
9. Funding
10. New Business
11. Adjournment

Thank you

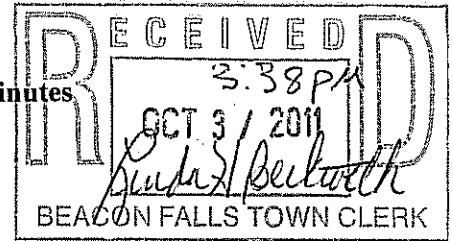
Debbie Conte

Community Media Center Committee Clerk

Cc: Board of Selectman, Community Media Committee members

Community Media Center Committee Meeting Minutes

September 28, 2011



Call to Order/Pledge of Allegiance

The meeting was called to order by S. Dowdell in the Connie Christensen Children's Room of the Library at 7:08 p.m.

Members present: Allison Sirowich, Linda Chamenko, Sue Dowdell, Ed Groth (7:12 p.m.),
Steve Ruhl

Members absent: Ed Micklos, Art Daigle, Doug Bousquet, Dave Pokras, Bob Spear

Ex-officio members/other present: First Selectman Susan Cable

Public Comment

Gerard Smith spoke to the committee regarding the Wolfe Ave property. He feels the property should not be razed, this would be fiscally irresponsible. The "what, where, when, how" needs to be determined. Facts and figures on how to pay for a new Community Media Center need to be addressed, the taxpayers cannot handle most of the burden. Questions were asked regarding if another location would be a better due to possible traffic/road issues. The design the committee is working on is not specifically for that location.

Gerard Smith departed the meeting at 7:15 p.m.

Review of the Agenda

Approval of Minutes

A Motion was made by L. Chamenko and Seconded by S. Ruhl to approve the meeting minutes from August 24, 2011. ALL voted AYE, except A. Sirowich who abstained.

Correspondence

A letter was received from the Historical Society, the group is in need of a "home base". The goal of the group has been to have an old house or museum to store, archive and display items. Thus far this goal has not come to fruition. It is still one of the main objectives. The CMCC has proposed that they join the endeavor to bring a new building for the library and the Historical Society. It is felt to be a promising solution to the goal of the Historical Society. They are putting out an appeal to the people of Beacon Falls to help raise funds need to establish the Historical rooms within the center.

Report from Board of Selectmen

First Selectman, Susan Cable responded to the request for funds. She has been unable to secure funds at this time. Requests have been made to U.S. House Representative DeLauro and State Senator Crisco. There is a possibility some funds will be available if a deal is completed to sell a cell tower located in town. She was hoping to have a more positive report. The committee was asked to continue with the RFP, it cannot be emphasized enough that the committee is going in the right direction with the plans for the center which would be the "hub of the community"

First Selectman Susan Cable departed the meeting at 7:25 p.m.

Building Program for Project (scope & specifications)

Members received a copy of the "Overall Design Considerations" document. A discussion ensued regarding all aspects of the document. E. Groth feels the central vacuum unit would not be needed. He was asked to contact cleaning facilities to check on the practicability of the units. The square footage required will be approximately 22,000. The document stated the square footage for each area of the center. Members discussed the cost of books versus electronic media. E. Groth stated the Kindle and IPAD digital media is becoming the way to go, all types of mergers are happening which makes the equipment more affordable. The teen center size and needed resources was also discussed. A. Sirowich was asked to look over all proposed areas of the community center. She will also check out the size of St. Michaels Lyceum and Laurel Ledge School gym. L. Chamenko will speak to the Dept. of Emergency Management for requirements on generators and fire extinguishers. Municipal offices are preferred to stay at the current Town Hall location, Park/Rec. would be located in the new building. Shelf life of books and collections were also discussed, weeding of materials would take place before any move. Other ideas for the Center include profit area centers, weather station, greenhouse and a pottery kiln; these can be gained thru grants or donations. E. Groth asked S. Dowdell if there has been a site visit that has met all of the envisions of the committee, his thought was we could possible lower costs by requesting the plans for that facility. At this time there has not been a facility that has met the specifications. Members were asked if we should proceed with the RFP as previously discussed. All members agreed to move forward, S. Dowdell will meet with B. Spear during the week of October 10th.

Funding

None

New Business

None

Adjournment

A Motion was made by L. Chamenko and Seconded by S. Ruhl to adjourn the Community Media Center Committee meeting at 8:45 p.m. ALL voted AYED.

Next meeting: October 26, 2011 at 7 p.m.

Respectfully submitted,



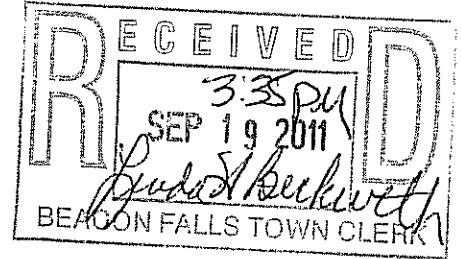
Debbie Conte

Community Media Center Committee Clerk

COMMUNITY MEDIA CENTER COMMITTEE
c/o Town Hall
10 Maple Avenue
Beacon Falls, CT 06403

September 20, 2011

Town Clerk, Kurt Novak
c/o Town Hall
10 Maple Avenue
Beacon Falls, CT 06403



Dear Mr. Novak,

Please be advised that the **Community Media Center Committee** will be holding a **meeting on Wednesday, September 28, 2011 at 7:00 PM** in the **Connie Christensen Room of the Beacon Falls Public Library.**

Agenda

(items to be discussed at the discretion of the Chairman)

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Review of the Agenda
5. Approval of Minutes from August 24, 2011
6. Correspondence
7. Report from Board of Selectmen
8. Building Program for project (scope & specifications)
9. Funding
10. New Business
11. Adjournment

Thank you,

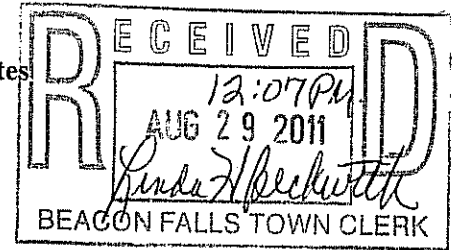
Debbie Conte

Community Media Center Committee Clerk

Cc: Board of Selectman, Community Media Committee members

Community Media Center Committee Meeting Minutes

August 24, 2011



Call to Order/Pledge of Allegiance

The meeting was called to order by S. Dowdell in the Connie Christensen Children's Room of the Library at 7:06 p.m.

Members present: Linda Chamenko, Sue Dowdell, Bob Spear, Ed Micklos, Dave Pokras, Steve Ruhl (7:12 p.m.)

Members absent: Ed Groth, Art Daigle, Doug Bousquet, Allison Sirowich

Ex-officio members/other present: None

Public Comment

None

Review of the Agenda

Approval of Minutes

A Motion was made by L. Chamenko and Seconded by D. Pokras to approve the meeting minutes from July 27, 2011. ALL voted AYE, except E. Micklos who Abstained.

Correspondence

Christy & Pat Tottenham submitted a letter of support that included a "wish list". Rooms for Pre-School and Art/Crafts along with computers and comfortable - adequate seating. It is felt this project will benefit many Beacon Falls families.

Doug Burke submitted a letter of support that stressed the need for more "space". Suggestions include comfortable seating area with more magazines and newspapers, separate children's room and computer area.

Martha Melville and Carol Ehlingheuser also submitted a letter of support for the Community Media Center.

All letters will be posted on the Friends of Library Facebook page with a link posted on the Library website. S. Dowdell asked all members to continue to submit letters of support from residents.

Report from Board of Selectmen

No report

Site Visits

S. Dowdell, E. Micklos, Beverly Krenesky and members of the Historical Society made visits to centers in Madison, Guilford, Darien, Fairfield, Trumbull and Meriden. A tour of the local Historical Society in Meriden was also made.

Building Program for Project (scope & specifications)

Members received a copy of the "Overall Design Considerations" document. They were asked to review and return with any additional suggestions/ideas to S. Dowdell by September 1st. A Discussion of the document will be held at the next meeting.

B. Spear would like to see funding to begin the RFQ/RFP process. An architect needs to be on board by the end of October.

A Motion was made by D. Pokras and Seconded by S. Ruhl to authorize S. Dowdell to write to the Board of Selectman for funds necessary to complete the RFQ/RFP preliminary design process. ALL voted AYE.

D. Pokras and B. Spear will assist in the RFQ/RFP process. B. Spear will inform members of approximate fees that will be involved.

D. Pokras will check out Beacon Falls zoning laws regarding parking spots for such a building.

B. Spear asked for information regarding the demolition of the Lewis House. S. Dowdell informed him the position as of today, is the house will be demolished. All proper channels have been followed as far as S. Dowdell knows there will not be a referendum on that issue.

Funding

E. Micklos spoke to members regarding his vast 40 years architectural experience. It is felt that he has several contacts that will help in raising funds for the project. E. Micklos informed the members he would like to fund the Computer Training Center in dedication to his late wife.

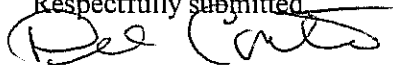
S. Dowdell has spoken to grant writer Linda Zukauskas regarding small cities grants. In order to apply for the grants income levels of residents would need to be submitted. Pursing other ways to get grants will be looked into. Friends of the Library can help with possibly \$20,000. They would decide how the funds are used. Possibly a video contest thru the Library Board was also discussed. WHRS Interact club will begin sending a student advisor to future meetings.

Adjournment

A Motion was made by L. Chamenko and Seconded by S. Ruhl to adjourn the Community Media Center Committee meeting at 8:00 p.m. ALL voted AYED.

Next meeting: September 28, 2011-Members requested Beacon Falls Selectman and Gerard Smith be invited.

Respectfully submitted



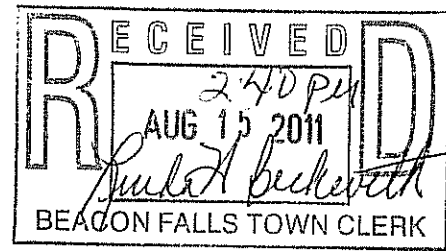
Debbie Conte

Community Media Center Committee Clerk

AUG 29 2011

August 13, 2011

Town Clerk, Kurt Novak
c/o Town Hall
10 Maple Avenue
Beacon Falls, CT 06403



Dear Mr. Novak,

Please be advised that the **Community Media Center Committee** will hold a meeting on **Wednesday, August 24, 2011 at 7:00 P.M.** in the **Connie Christensen Room of the Beacon Falls Public Library.**

Agenda

(Items to be discussed at the discretion of the Chairman)

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Review of the Agenda
5. Approval of Minutes from July 27, 2011
6. Correspondence
7. Report from Board of Selectmen
8. Site Visits (Madison, Guilford, Darien, Fairfield, Trumbull, Meriden)
9. Building Program for Project (scope & specifications)
10. Funding
11. Adjournment

Thank you,

Sincerely,

A handwritten signature in cursive script, appearing to read "Debbie Conte".

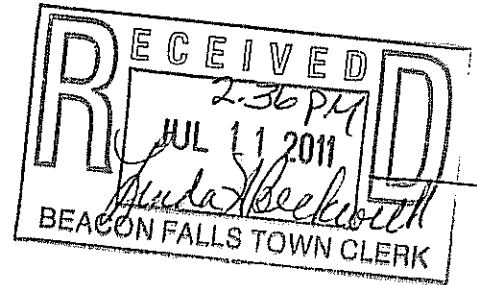
Debbie Conte

Community Media Center Committee Clerk

Cc: Board of Selectmen, Community Media Committee members

July 11, 2011

Town Clerk, Kurt Novak
Town Hall
10 Maple Avenue
Beacon Falls, CT 06403



Dear Mr. Novak;

Please be advised that the Community Media Center Committee will hold a meeting on Wednesday, July 27, 2011 at 7:00 P.M. in the Connie Christensen Children's Room, Beacon Falls Public Library.

Agenda

1. Call to order / Pledge of Allegiance
2. Review of agenda
3. Minutes of June 22, 2011 meeting & Correspondence
4. Review of mission of the committee:
 - o "To design a Community/Media Center to be located at 35 Wolfe Avenue in the Town of Beacon Falls, keeping in mind that the facility must meet the needs of the Community as well as serving as the 'hub' of the Community.
 - o The building will be utilized in part to serve the needs of the Park & Recreation Commission, the Historical Society, various Municipal needs such as: Office Space and Meeting Rooms and the Beacon Falls Public Library.
 - o To be cognizant of the fact that the facility should adhere to the Beacon Falls Plan of Conservation and Development as well as the Downtown Plan.
 - o In developing a plan for the Community/Media Center, the Committee must be able to promote positive awareness of the project through a Public Relations Plan and must also

investigate opportunities for funding via Federal, State, Local and Private and other funding sources."

5. Report from Board of Selectmen

6. Reports from committee members:

- i. Historical Society - Mike Krenesky / Steve Ruhl
- ii. Possible sale of items from structures - Doug Bousquet, Ed Groth, Bob Spear
- iii. Site visits (WRHS, Canton, East Hampton, others?)
- iv. Park & Recreation Department - Steve Ruhl / Allison Sirowich
- v. Friends of Library / Library Board of Trustees - Sue Dowdell & Linda Chamenko
- vi. Survey of Talents/Biographies of members - Sue Dowdell
- vii. Fundraising - Sue Dowdell & Ed Micklos
- viii. Project time line & next steps

7. New Business

- i. Project name

8. Announcements / Adjournment

Thank you,

Sincerely,



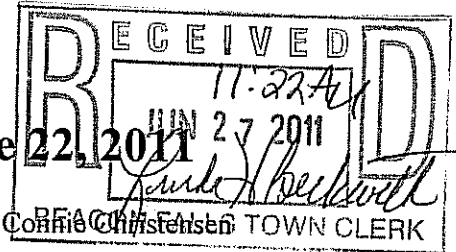
Debbie Conte

Community Media Center Committee Clerk

Cc: Board of Selectmen, Community Media Center Committee members

JUL 17 2011

Community Media Center Committee: June 22, 2011



1. The meeting was called to order by First Selectman Susan Cable in the Children's Room of the Library at 7:28 p.m.

Members present: Linda Chamenko, Sue Dowdell, Doug Bousquet, Bob Spear, Ed Groth, Ed Micklos, Steve Ruhl, and Allison Sirowich

Members absent: Art Daigle, Dave Pokras

Ex-officio members present: 1st Selectman Susan Cable, Selectman Dominick Sorrentino

2. Introduction of Clerk-1st Selectman Susan Cable introduced Debbie Conte to members.
3. Election of Co-Chairpersons

A motion was made by S. Dowdell and seconded by D. Bousquet to nominate Ed Micklos as Fundraiser Co-Chairperson. All voted AYE.

A motion was made by E. Micklos and seconded by A. Sirowich to nominate Sue Dowdell as Organizational Co-Chairperson. All voted AYE.

At this time S. Dowdell chaired the remainder of the meeting.

4. Review of Agenda
5. Minutes of May 25, 2011 meeting & correspondence.

A motion was made by S. Ruhl and seconded by D. Bousquet to approve the minutes from the May 25, 2011 meeting. All voted AYE except E. Micklos and A. Sirowich who abstained.

6. Review of mission of the committee

The mission of the committee was read by S. Dowdell.

7. Report from Board of Selectmen member (s):

- Possible addition to committee
additional members: Dave. Pokras, Allison. Sirowich, Art Daigle
- Status of funds for the committee
S. Cable reported to members we are starting from scratch. Grants are being investigated nothing has been confirmed. Some town funds may be appropriated soon.
- Report from discussion with town attorney regarding fundraising.
All avenues of fundraising were discussed by members. A recommendation was made to speak to the town financial manager regarding creating a group for fundraising.
- Salvageable items –impact on demolition cost if we take out of structure.
S. Cable reported there is no impact if we remove items from the structure. Currently three prices have been received for the demolition. D Bousquet will have additional company names by the next meeting. Although it is felt that the antiques market has currently bottomed out, there is some interest on items inside the structure.

8. Reports from committee members:

- Possible sale of items from structures.
After a discussion regarding the sale of items a date was set to hold a tag sale on July 22-23, 2011. The possibility of an additional date in fall was also discussed. D Sorrentino informed members the structure must be demolished as it is a liability.

- Survey of Talents/Biographies of members
S. Dowdell distributed the form for members to complete tonight. All information will be compiled and printed for members.
- Historical Society
S. Ruhl will contact Beverly Krenesky and other Society members to meet at the property to save and remove any items requested. This will be done before the July 22-23, 2011 tag sale.
- Park & Recreation Department
A. Sirowich was asked how much space park /rec would require to run classes and the current after school programs that are at Laurel Ledge. It is felt 2 classrooms and a small kitchen would work for them. Other ideas were discussed regarding space at the facility E. Groth is not in favor of municipal offices located there but a room for presentations for businesses were discussed. S. Ruhl took an informal survey of 8th grade students for their ideas on possible uses for a community facility. Students would like to see a room for on-line and tutoring use, open spaces for dances, clubs, text books and newspapers available and even a town pool. E Groth recently toured the Shelton Boys & Girls Club and thought the students list was excellent.
- Library/Library Board of Trustees
S Dowdell, A. Sirowich and L Chamenko will visit two Community Media Centers in East Hampton and Canton before the next meeting.
- Friends of Library & discussion of fundraising entity.
Non Profit status was discussed regarding fundraising. Friends cannot fund-raise for the entire project, just for the library portion. Other avenues are being pursued.
- Timeline of Project
B. Spear presented members the proposed timeline. Selection & Town approvals by Oct. 2011. Architectural Services for building /site design and construction will be needed. Approval of the scope and funding will also be necessary. Approximate cost of this Phase is \$20,000-\$40,000. Phase 1 will begin in November 2011 –January 2012 designs and cost estimates will be received. A good construction manager/general contractor will be needed. Phase 2 Jan. 2012-Mar. 2013 will be the design development /construction documents along with cost estimates. Local & State approvals will be needed along with bonding and bidding. Construction starts April 2013 to April 2014 final completion and Occupancy: May-July 2014. B. Spear stated he is willing to work with the town attorneys if needed. Questions were asked if asking for volunteers to help with the building would help. B Spear felt it is not a good idea, due to insurance liability issues.

9. Adjournment

A motion was made by A. Sirowich and seconded by L Chamenko to adjourn the meeting at 8:45 pm. All voted AYE

Next meeting July 27, 2011 7 p.m. in the Library.

Respectfully submitted;

Debbie Conte

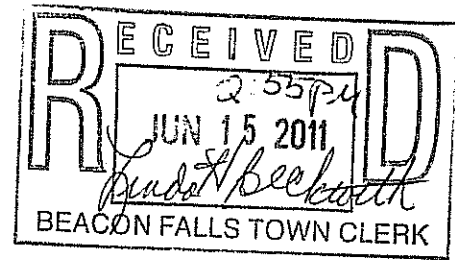
Community Media Center Community Clerk



JUN 27 2011

June 13, 2011

Town Clerk, Kurt Novak
C/o Town Hall
10 Maple Avenue
Beacon Falls, CT 06403



Dear Mr. Novak:

Please be advised that the **Community Media Center Committee** will hold a **meeting on Wednesday, June 22, 2011 at 7:00 PM** in the **Connie Christensen Children's Room, Beacon Falls Public Library.**

AGENDA

(Items to be discussed at the discretion of the First Selectman)

1. Call to order / Pledge of Allegiance
2. Introduction of Clerk
3. Review of agenda
4. Minutes of May 25, 2011 meeting & Correspondence
5. Review of mission of the committee
6. Report from Board of Selectman member(s):
 - possible addition to committee
 - status of funds for the committee
 - report from discussion with town attorney regarding fundraising
 - salvageable items - impact on demolition cost if we take items out of structure
7. Reports from committee members:
 - Possible sale of items from structures - Doug Bousquet, Ed Groth, Bob Spear
 - Survey of Talents/Biographies of members - Sue Dowdell
 - Historical Society - Mike Krenesky / Steve Ruhl
 - Park & Recreation Department - Steve Ruhl / Allison Sirowich
 - Library / Library Board of Trustees - Linda Chamenko
 - Friends of Library & discussion of fundraising entity - Sue Dowdell
 - Timeline of project - Robert Spear
8. New Business
9. Election of co-chairpersons
10. Announcements / Adjournment

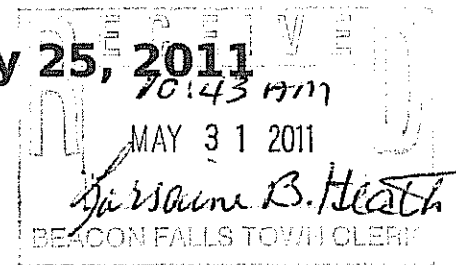
Thank you.

Sincerely,

Susan M. Dowdell
Acting Clerk

Cc: Board of Selectmen, Community Media Center Committee members

Community Media Center Committee: May 25, 2011



1. The group noted above toured and photographed the existing structures at 35 Wolfe Avenue from 6:00 - 7:00 p.m. to record what is in the building in terms of what is salvageable for the historical society and what should be sold.
2. The meeting called to order by First Selectman Susan Cable in the Connie Christensen Children's Room of the library at 7:05 p.m.

Attendees:

- o Members present: Linda Chamenko, Sue Dowdell, Doug Bousquet, Bob Spear, Ed Groth, Steve Ruhl
- o Members absent: Kirk Shultz,
- o Alternate members present: none
- o Alternate members absent: Art Daigle, Allison Sirowich, Ed Miklos
- o Ex-officio members / others present: Susan Cable, Mike Krenesky, Linda Zukauskas (grantwriter), Joe Dowdell (photographing during tour only),

3. Review of mission of the committee:

The Mission Statement of the Community/Media Center Committee is:

To design a Community/Media Center to be located at 35 Wolfe Avenue in the Town of Beacon Falls, keeping in mind that the facility must meet the needs of the Community as well as serving as the 'hub' of the Community.

The building will be utilized in part to serve the needs of the Park & Recreation Commission, the Historical Society, various Municipal needs such as: Office Space and Meeting Rooms and the Beacon Falls Public Library.

To be cognizant of the fact that the facility should adhere to the Beacon Falls Plan of Conservation and Development as well as the Downtown Plan.

In developing a plan for the Community/Media Center, the Committee must be able to promote positive awareness of the project through a Public Relations Plan and must also investigate various opportunities for funding via Federal, State, Local and Private and other funding sources.

- i. Doug asked the names of the Wolfe Avenue Committee. Susan C replied with the names. Doug wanted to take the Bailey study with him. Questioned whether it would still be coming down and expressed opinion that it not be torn down. Susan C replied that the decision has been made.
- ii. Ed G has an issue whether the lot is the right place for the facility. He feels the community media center should be designed first and then find a spot. He feels it should be one story to make it easier for staff, allows for two entrances and two different areas for different purposes.
- iii. Susan C reminded members of the mission and reviewed history of what has transpired and said we need to use this lot and be realistic in terms of what BF can and will approve.
- iv. Ed G thought you could add on it a single story later when we have more money. Susan reviewed history of Laurel Ledge, etc. Said she was not opposed to looking at other things in the building project.
- v. Susan C wants the committee to go forward with the mission and then later to see if the plan will work and be accepted. This is the beginning of a long journey. It may not all work.
- vi. Bob spoke of the Bailey report and the schematics in there with 52 parking spaces, thinking there would be overflow on to the streets. Do we own property by the pharmacy? Steve wondered if they walked up. Do not own property there. Sue C said there is already overflow on the streets when the churches have events/services.
- vii. Discussion regarding what happens if the project is not approved and then we are wasting our time? Susan said the committee is to put together the design and then sell it.
- viii. Mike discussed the issue of whether the house should be torn down first before the plan is designed or should it stay while the plan is created. There is no heat there. How long can the house sit there? Susan said the BOS

needs to have that discussion regarding the timing of taking the house down.

- ix. Steve mentioned the need for a community center for the youth.
- x. Linda Z suggests that you cannot create and criticize at the same time. You need to start to brainstorm to creatively develop a plan and be critical of the plan at the separate time.
- xi. Linda C talked about the Library Board of Trustees video regarding the need for a library. Have gone to 2 groups already. When Library Board goes out, they will target the group to ask for their input.

4. Status of clerk - have not hired clerk at this time, BOS advertised - Debbie Conte, Jane Krasnee(?), Katrina Scafari, Penelope Stowe, Robin Pivorotto applied. Asked preference of group? Hire from Beacon Falls, leave to discretion of committee. Decided to hire Debbie Conte as clerk.

5. Linda Z. spoke of her input for the group, reviewed her role in terms of finding grants. Said we need to get ready for state / federal dollars. Kresge Foundation can give up to a 1/3 of the money but they are last in, need to have rest of money upfront. Ed G asked how much money is available. The state does not have library building grants at this time and does not have them in the 2 year budget. Linda Z spoke of the match that needs to be made between the grantee and granter of funds. You define what your building will be. Then we look for people to fund parts of it.

6. Report on Library Space Planning Guide workshop - on May 16th. Bob, Sue C and Sue D went to the workshop. Used an excel worksheet to determine needs/size of the building according to the Long Range Building Program by Rodney Perry with possible additions. The worksheet is on the wiki for the group to use at a later date. Sue D said Mary Louise Jensen, state building consultant, is available to talk to the group.

7. Discussion of salvageable items within the structures

- i. Pedestal sink, icebox, some wall sconces, service call box, some door(s) for the local history room
- ii. Do we sell first / strip it and then we pay more for the demolition?
- iii. Table further discussion until BOS discuss with Manny regarding \$ left from the original bond

8. Possible Timeline for project with milestone dates- Bob spoke of need to develop a plan, hire an architect for a preliminary design, then go to public and present the plan. Architect will give workshops for the community. Will need architect experience in library design. Committee can not really design layout. Architect will pay attention to the codes. We will need to determine timeline. We will need planning money for the community media center to pay for the preliminary design. Doug said the Firehouse design cost about \$10,000 in 2001-2002. Bob suggested putting the RFQ with the RFP. Linda Z says we need to generate ideas, then we can decide what we want for an architect. Linda Z suggests having a fundraiser now to gauge the support of the community. Susan C indicates we should wait on that. Sue Dowdell asked about how the committee fundraises. Susan C said Ed Miklos would be helping with fundraising. Steve asked whether we can put up something at Duck Race, etc. We need to find out how to raise funds and may need to set up a special nonprofit, asking our town attorney.

9. Bob asked if we can do it in stages. Linda Z asked committee to project extra costs for duplicate bonding, etc. for that, before presenting it to the town. Mike indicates he disagrees with doing it in stages. There is a lot of competition for money for this project (school, roads, firehouse needs, greenway, etc.) Timing is important. Linda Z asks to consider other parts of building to find funding. Creative ideas can lead to funding. Doug said he felt it should be done all at once, rather than in stages.

10. Discussion of roles of Library Board, Park & Rec, Historical Society and other groups (including HS/Middle School input) within our committee - Susan suggests that LB go to other libraries and talk to groups as planned. Have meetings with each group to get their input. Linda C asks whether someone from the committee go to the meetings. Susan C said it should be discussed as a community media center, not just the library. Ed said he did not think LB should be selling library, but a community media center. Linda Z discussed the brainstorming session, like a charette to bring ideas together. Mike says we need to right mix of people, new people.

11. Elect co-chairpersons - need to speak to other libraries first regarding fundraising; table until next meeting. Suggest co-chair and then chair of each committee. Linda Z asked if there is an architect that may be on the committee as an advisor (for free).

Action items:

- i. Bob will get us a sample of a timeline.
- ii. BOS will come back with status of funds and comments on the salvageable items
- iii. BOS will talk to town attorney about fundraising
- iv. Linda C will talk with LB about getting feedback from focus groups
- v. Steve will talk with Park & Rec regarding their interests and needs in the community media center
- vi. Mike will talk to Historical Society to get them thinking about what they need
- vii. Sue D will contact Southbury to find out how they set up their funding
- viii. Sue D will develop a survey regarding talents of committee members and help to develop biographies of each member of the committee
- ix. Susan C will contact Dave Pokras regarding being an alternate on the committee (architect).
- x. Doug will contact a couple architects regarding their possible input.

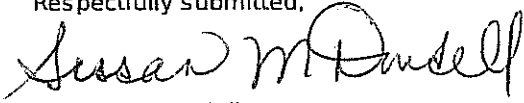
MAY 31 2011

xi. Ed, Bob, Doug will contact Stamford Wrecking company to find out value of materials in the house

Next meeting - June 22nd at 7:00 p.m. at the library.

Meeting was adjourned at 8:45 p.m.

Respectfully submitted,

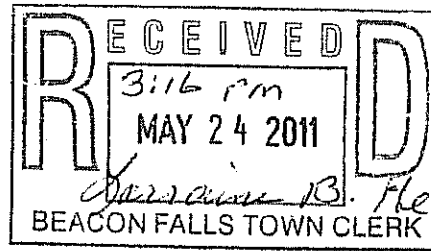
A handwritten signature in cursive script that reads "Susan M. Dowdell". The signature is written in black ink and is positioned above the printed name and title.

Susan M. Dowdell

Acting Clerk

MAY 31 2011

for 5/25 meeting Community Media Center



Page 1 of 1

From: Sue Dowdell <susan.dowdell@snet.net>

To: Susan Cable <susanacable@aol.com>

Subject: for 5/25 meeting Community Media Center

Date: Sun, May 15, 2011 5:32 pm

Mike posted this on the town website - I had proposed this on the wiki for members to comment on, no comments so go with this...

Agenda

- Tour and photograph the existing structures at 35 Wolfe Avenue
- Reconvene the meeting at the library
- Elect co-chairpersons
- Report on Library Space Planning Guide workshop
- Discussion of roles of Library Board, Park & Rec, Historical Society and other groups within our committee
- Discussion of salvageable items within the structures

Sue Dowdell

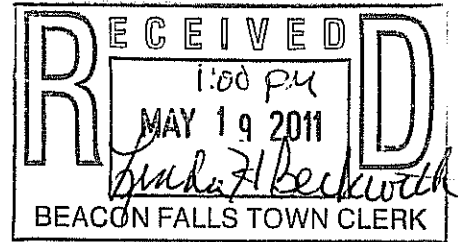
Friends of Beacon Falls Library

www.mybfli.org - click on Community Calendar
to see what is happening in Beacon Falls.

I GoodSearch for the Friends of Beacon Falls Library.

Help raise money for our library just by searching the Internet or shopping online with GoodSearch -
www.goodsearch.com - powered by Yahoo!

COMMUNITY MEDIA CENTER COMMITTEE
C/O TOWN HALL
10 MAPLE AVENUE
BEACON FALLS, CT 06403



May 19, 2011

Town Clerk, Kurt Novak
C/o Town Hall
109 Maple Avenue
Beacon Falls, CT 06403

Dear Mr. Novak:

Please be advised that the **Community Media Center Committee** will be holding a Meeting on **Wednesday, May 25, 2011**, beginning at **6:00 P.M.**

Meeting will be held at the Lewis House, 35 Wolfe Avenue, Beacon Falls, CT and **then will reconvene at the Town Hall Assembly Room**, 10 Maple Avenue, Beacon Falls.

A light supper will be served.

Thank you.

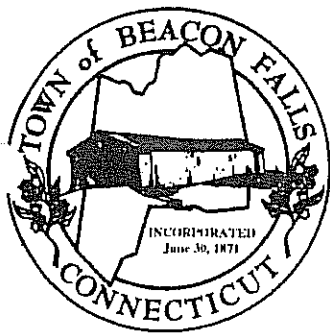
Sincerely,

Susan A. Cable

Susan A. Cable
First Selectman

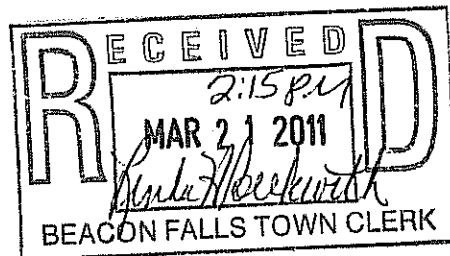
Town of BEACON FALLS
Connecticut

BOARD OF SELECTMEN



March 18, 2011

Community/Media Center Committee
C/o Town Hall
10 Maple Avenue
Beacon Falls, CT 06403



Dear Committee Members:

In 2010 both the Board of Selectmen and the Planning & Zoning Commission agreed it was in the best interest of the Town of Beacon Falls to demolish the dwelling and accessory buildings located at 35 Wolfe Avenue.

Please be advised that its Regular Monthly Meeting held on March 14, 2011, the Board of Selectmen voted to appoint the following people to serve on the Community/Media Center Committee as Regular Members and Alternates. (See attached)

The Mission Statement of the Community/Media Center Committee is:

To design a Community/Media Center to be located at 35 Wolfe Avenue in the Town of Beacon Falls, keeping in mind that the facility must meet the needs of the Community as well as serving as the 'hub' of the Community.

The building will be utilized in part to serve the needs of the Park & Recreation Commission, the Historical Society, various Municipal needs such as: Office Space and Meeting Rooms and the Beacon Falls Public Library.

To be cognizant of the fact that the facility should adhere to the Beacon Falls Plan of Conservation and Development as well as the Downtown Plan.

In developing a plan for the Community/Media Center, the Committee must be able to promote positive awareness of the project through a Public Relations Plan and must also investigate various opportunities for funding via Federal, State, Local and Private and other funding sources.

The first meeting of the Community/Media Center Committee is scheduled for **Thursday, April 14, 2011 beginning at 7:00 P.M. in the Board of Selectmen's Conference Room.**

Sincerely,

Susan A. Cable

Susan A. Cable
First Selectman

Cc: Board of Selectmen,
Town Clerk
Board of Finance
Planning & Zoning Commission

MAR 21 2010

COMMUNITY/MEDIA CENTER COMMITTEE - REGULAR MEMBERS
 (As of 3/14/2011)

MEMBER	ADDRESS	PHONE #	MISC. INFO.
Doug Bousquet	20 Cedar Lane Beacon Falls, CT	723-5299	Fire Department Construction Zoning Board of Appeals Chair
Linda Chamenko	178 Lopus Road Beacon Falls, Ct	720-0769	Library Board of Directors
Susan Dowdell	32 8 Wolfe Avenue Beacon Falls, CT	729-0513	Wolfe Ave. Exploratory Comm. Friends of the Library
Ed Groth	13 Laurel Ridge Beacon Falls, Ct	734-2633	Technology/Finance Planning & Zoning Comm. Member Community at Large
Steven Ruhl	34 Fairfield Place Beacon Falls, CT	723-4663	Park & Recreation Comm. Member Town Historian
Kirk Shultz	16 Oak Drive Beacon Falls CT	723-0269	Wolfe Avenue Exploratory Committee
Bob Spear	14 Lakeview Rise Beacon Falls, CT (Chatfield Farms)	808-6491	Construction/Rehab

MAR 21 2011

ALTERNAT MEMBERS OF COMMUNITY/MEDIA CENTER COMMITTEE:
(As of 3/14/2011)

MEMBER	ADDRESS	PHONE #	MISC. INFO
Art Daigle	359 Blackberry Hill	729-3214	Fire Dept. Construction Wolfe Avenue Exploratory Comm.
Edward Micklos	13 September Lane Beacon Falls, CT	723-8823	Finance/Marketing Construction Member -EDC
Susan Ploss	655 Skokorat Road Beacon Falls, CT	720-3057	Community at Large Wolfe Avenue Exploratory Comm.

MAR 21 2011