

# **PUBLIC SITE & BUILDING COMMISSION**

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

## **Regular Meeting Minutes**

**Wednesday, December 11, 2024**

**7:00 P.M.**

**Meeting Room B and via Google Meets**

**PRESENT:** Nancy Ryan, Jon Menti, and David Resendes, attended in person, and Roy Steiner, and Dave Olson attended remotely

**ABSENT:** John Perna and David Horvath

**ALSO IN ATTENDANCE:** Jennifer Variale, Board of Education, and Michael Duane, STV

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE:**

N. Ryan called the meeting to order at 7:04 p.m. and led the Commission in the Pledge of Allegiance.

**PUBLIC INPUT:** None

**CORRESPONDENCE:** None

**APPROVAL OF THE 2025 PUBLIC SITE AND BUILDING COMMISSION MEETING SCHEDULE:**

*N. Ryan made a motion, seconded by J. Menti, to approve the 2025 Public Site and Building Commission Meeting Schedule, as submitted. Vote, All in Favor, Motion passed.*

N. Ryan informed the attendees of Roy Steiner and Jon Mentis Letters of Resignation for the end of December. Dave Horvath and Dave Resendes are up for re-appointment. Dave Olson is as well but will not be getting re-appointed. John Perna is up for re-appointed and his status is unknown at this time. She stressed the importance of keeping the projects moving forward.

**APPROVAL OF MEETING MINUTES:**

**Regular Meeting Minutes of November 13, 2024:**

*N. Ryan made a motion, seconded by J. Menti, to approve the Regular Meeting Minutes of November 13, 2024, as submitted. Vote, All in Favor, Motion passed.*

**OLD BUSINESS:**

**Police Station Training Range:**

**Project Update:** N. Ryan reported CES was to be performing the final commissioning of the range today. The MAU is reportedly working as it should.

**Budget Review:** N. Ryan reported CES and ESC will still be invoicing for services. \$4,500.00 remaining in the contingency.

**Invoice Review and Approval:** None

N. Ryan will be presenting to the Board of Selectman next week to provide project updates.

**Rockwell & Johnson Schools:** N. Ryan offered congratulations to Dr. Christine Carver on her Superintendent of the Year award.

**Close-Out Update:** N. Ryan reported the audit is complete and the Town received its last reimbursement check. N. Ryan provided an update on the gas piping issues.

**Budget Review:** N. Ryan reported the Town received 45% in reimbursements from the State and there is \$350,000.00 left in contingency.

**Invoice Review and Approval:**

*N. Ryan made a motion, seconded by J. Menti, to approve STV Invoice #90032272, dated October 11, 2024, in the amount of \$1,820.00, for professional services rendered from August 11, 2023 to September 30, 2024. Vote, All in Favor, Motion passed.*

**BHS HVAC Upgrade:**

**Project Update:** M. Duane stated the contract negotiations took longer than anticipated and is ready for signage by both parties. His biggest concern at this time is the schedule and will be meeting with the contractor to review.

N. Ryan reported the Commissioning bid opening was on December 5<sup>th</sup> and review is occurring.

**Invoice Review and Approval:**

*N. Ryan made a motion, seconded by D. Olson, to approve STV Invoice #90032593, dated November 18, 2024, in the amount of \$30,272.00, for professional services rendered from September 6, 2024 to November 11, 2024. Vote, All in Favor, Motion passed.*

**Municipal Center Locker Room:** N. Ryan reported a meeting is scheduled for next week with Peter Eckert, Dan Carter and Rachael McGrath to determine steps for moving forward.

**ADJOURN:**

*J. Menti made a motion, seconded by N. Ryan, to adjourn the meeting at 7:45 p.m. Vote, All in Favor, Motion Approved Unanimously.*

Respectfully submitted,

Kathy Galbis  
Recording Secretary