

PUBLIC SITE & BUILDING COMMISSION

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

Regular Meeting Minutes

Wednesday, November 8, 2023

7:00 P.M.

Meeting Room B and Remotely via Zoom Technology

TOWN CLERK
BETHEL, CT.

2023 NOV - 9 P 1:36

RECEIVED

PRESENT: Nancy Ryan (via Zoom), Jon Menti, Roy Steiner, David Olson (via Zoom), Gerald Roche, and Lieutenant Robert Durkin

ABSENT: John Perna, Robert Germinaro and David Horvath

ALSO IN ATTENDANCE: Kevin Guite, Downes Construction, Evan Pfenninger, STV, Mark Allen, Jacunski Humes (all via Zoom).

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

N. Ryan called the meeting to order at 7:00 p.m. and led the Commission in the Pledge of Allegiance.

PUBLIC INPUT: None

CORRESPONDENCE: None

APPROVAL OF MEETING MINUTES:

Regular Meeting Minutes of October 25, 2023:

N. Ryan made a motion, seconded by J. Menti, to approve the Regular Meeting Minutes of October 25, 2023. Vote: Abstention: R. Steiner. All the rest voted in favor. Motion passed.

OLD BUSINESS:

Bethel Police Station Training Range:

Project Update: E. Pfenninger updated the Commission regarding issues with Unistrut design. K. Guite from Downes reported the Unistrut Contractor's Engineer reviewed the plans and stated a through-bolt design is preferred and the spacing will need to be configured. Kevin is waiting on design to understand the implications of the design change on budget. Mark Allen stated the Unistrut issue is in how the baffles are connecting to the plank. The through-bolt design will require roof penetrations but he feels this won't be an issue.

Evan reported issues with Action Target on responsiveness and truthful communication. Action Target assigned a new Project Manager, Brian Sanders, to work with the Town and Evan has seen an improvement already. B. Sanders was unable to attend tonight's meeting. Health Department permit is being resolved with the new Project Manager, as no one from Action Target had been in contact with the Health Department prior to the new Project Manager.

A stop work order issued by Building Official Baldwin due to not having the permits in place. Evan is working with Building and Fire Marshal to continue to move forward. Action Target has to pull their own permit. The MAU has not been delivered yet due to a discrepancy in how much of the remaining contract they will be paid upon delivery. Evan will work with Action Target Project Manager Sanders on resolving this issue. Evan informed K. Guite that Building Official Baldwin was looking for HVAC documentation. Kevin will reach out to Chris Baldwin.

Change Order:

N. Ryan made a motion, seconded by J. Menti, to accept Downes Construction Change Order Proposal #2, dated October 3, 2023, in the amount of \$3,798.26, for replacement of undersized electrical wiring. Vote, All in Favor, Motion Passed.

J. Menti questioned what other possible change orders are coming. K. Guite stated a pathway for a card reader is needed from the door into the range, where it needs to run to is the question. This could be a possible change order.

Budget Review: No update.

Invoice Review and Approval:

N. Ryan made a motion, seconded by D. Olson, to approve STV Invoice #90028835, dated September 14, 2023, in the amount of \$1,720.00, for professional services in the month of August. Vote, All in Favor, Motion Passed.

N. Ryan made a motion, seconded by D. Olson, to approve STV Invoice #90029072, dated October 12, 2023, in the amount of \$3,526.00, for professional services in the month of September. Vote, All in Favor, Motion Passed.

N. Ryan made a motion, seconded by D. Olson, to approve STV Invoice #90029264, dated November 6, 2023, in the amount of \$2,666.00, for professional services in the month of October. Vote, All in Favor, Motion Passed.

N. Ryan made a motion, seconded by D. Olson, to approve Downes Construction Invoice #002, dated October 31, 2023, in the amount of \$77,457.11, for professional services. Vote, All in Favor, Motion Passed.

Rockwell & Johnson Schools:

Close-Out Update: No update.

Budget Review: No update.

Level Spreader: E. Pfenninger reported Sunburst is planning on being on site on November 18th to finish work.

Invoice Review and Approval: No invoices were presented for approval.

BHS HVAC Upgrade:

N. Ryan stated Dr. Carver is continuing with application for the grant. STV is reviewing the cost estimate for the BOE.

Municipal Center Renovation:

N. Ryan made a motion, seconded by J. Menti, to remove the Municipal Center Renovation from future agendas as the project is complete. Vote, All in Favor, Motion Passed.

Municipal Center Locker Room: No update.

The Commission determined to cancel the next meeting of November 22, 2023. They may hold a special meeting on November 29th.

ADJOURN:

J. Menti made a motion, seconded by D. Olson, to adjourn the meeting at 8:08 p.m. Vote, All in Favor, Motion Approved Unanimously.

Respectfully submitted,



Kathy Galbis
Recording Secretary