

**PUBLIC SITE & BUILDING COMMISSION**

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

**Regular Meeting Minutes**

**Wednesday, March 13, 2024**

**7:00 P.M.**

**Meeting Room B and Remotely via Zoom Technology**

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BETHEL, CT

**PRESENT:** Nancy Ryan, Gerald Roche, Jon Menti, and John Perna attended in person, Dave Horvath, Roy Steiner, and Dave Olson attended remotely

**ABSENT:** Lieutenant Robert Durkin and Robert Germinaro

**ALSO IN ATTENDANCE:** Evan Pfenninger and Angela Cahill, STV, and Mark Allen, Jacunski Humes

**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

N. Ryan reviewed how to respond to a meeting invitation.

**ELECTION OF OFFICERS:**

*R. Steiner made a motion, seconded by J. Menti, to nominate Nancy Ryan for Chairman of the Public Site and Building Commission. Vote, All in Favor, Motion Passed.*

*R. Steiner made a motion, seconded by D. Olson, to nominate Jon Menti for Vice-Chairman of the Public Site and Building Commission. Vote, All in Favor, Motion Passed.*

*N. Ryan made a motion, seconded by J. Menti, to nominate David Horvath for Secretary of the Public Site and Building Commission. Vote, All in Favor, Motion Passed.*

**APPROVAL OF MEETING MINUTES:**

**Regular Meeting Minutes of February 28, 2024:**

*N. Ryan made a motion, seconded by D. Olson, to approve the Regular Meeting Minutes of February 28, 2024. Vote: Abstention: J. Menti. All the rest voted in favor. Motion passed.*

**OLD BUSINESS:**

**Bethel Police Station Training Range:**

**Project Update:** E. Pfenninger reported Eversource Gas will upgrade the service, just waiting on an installation date. ESC will be there when Eversource installs the new meter. J. Perna requested the Aon representative be there to take a reading to ensure adequate gas pressure. Action Target arrived Tuesday to work on controls and assess the repair of the broken track. The track is more complicated than Action Target thought, but repairable.

E. Pfenninger stated he was obtaining quotes for ladders and bridges to protect the duct work. The Commission questioned when the duct insulation was going to occur. M. Allen stated it is not in Downes Scope. Discussion ensued. E. Pfenninger will speak to Action Target.

Budget Review: E. Pfenninger reported no change in the budget since last time.

Invoice Review and Approval:

*N. Ryan made a motion, seconded by D. Olson, to approve Consulting Engineering Services Inc. Invoice #2023352.00-0000002, dated February 29, 2024, in the amount of \$456.00, professional services from January 28, 2024 through February 24, 2024. Vote: All in Favor, Motion passed.*

Rockwell & Johnson Schools:

Close-Out Update: N. Ryan stated nothing new to report.

Invoice Review and Approval: None

Budget Review: None.

BHS HVAC Upgrade: N. Ryan stated Dr. Carver reported the State website posted an update will occur in April.

Municipal Center Locker Room: N. Ryan reported she met with the First Selectman regarding the possibility of utilizing the space differently than previously and more research will need to occur.

N. Ryan gave an update on upcoming meetings. The March 27<sup>th</sup> meeting, she not be available and the April 10<sup>th</sup> meeting, STV is unavailable.

ADJOURN:

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

Respectfully submitted,



Kathy Galbis  
Recording Secretary