

# PUBLIC SITE & BUILDING COMMISSION

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

## **Regular Meeting Minutes** **Wednesday, April 24, 2024** **7:00 P.M.** **Meeting Room B and via Google Meet**

TOWN CLERK  
BETHEL, CT.

2024 APR 25 A 9:22

RECEIVED

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

**ABSENT:** Robert Germinaro

**ALSO IN ATTENDANCE:** Evan Pfenninger, Mark Allen, Jacunski Humes, Kevin Guite and Anthony DiMauro, Downes Construction, Dr. Christine Carver and Jennifer Variale, Board of Education

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

N. Ryan called the meeting to order at 7:03 p.m. and led the Commission in the Pledge of Allegiance.

**PUBLIC INPUT:** None

**CORRESPONDENCE:** None

### **APPROVAL OF MEETING MINUTES:**

#### **Regular Meeting Minutes of March 27, 2024:**

*N. Ryan made a motion, seconded by D. Olson, to approve the Regular Meeting Minutes of March 27, 2024. Vote: All in Favor. Motion passed.*

#### **Special Meeting Minutes of April 17, 2024:**

*N. Ryan made a motion, seconded by D. Olson, to approve the Special Meeting Minutes of April 17, 2024. Vote: Abstention: J. Menti, D. Horvath, and R. Durkin. All the rest voted in favor. Motion passed.*

### **OLD BUSINESS:**

**BHS HVAC Upgrade:** N. Ryan stated Dr. Carver sent out an email to the Commission a few weeks ago seeking feedback. The Board of Education would like to send out the RFP on May 1. Dr. Carver stated she spoke to the Department of Administrative Services and should be hearing soon about the grant. She stated there is the round of grants and then one more after this. Discussion ensued.

#### **Bethel Police Station Training Range:**

**Project Update:** E. Pfenninger reported he was onsite on Friday, April 19<sup>th</sup>, to check the insulation and it was nearly done. He is coordinating ESC for the regulator, Eversource Gas for the meter and Action Target for the install next week on either May 1<sup>st</sup> – May 3<sup>rd</sup>. J. Perna requested ESC have automation technician be present to take readings. J. Perna stated he did a site visit today and the insulation was complete and done well but he noted two areas that need to be addressed. E. Pfenninger will notify the contractor. E. Pfenninger stated the range

equipment and MAU have training components and that is being coordinated. K. Guite stated the block painting had a primer and one coat. He will have the contractor apply a second coat.

Budget Review: E. Pfenninger reviewed the budget with the Commission. There is \$11,345.00 remaining in the contingency.

Change Order: N. Ryan stated Downes has resubmitted PCO#14 as PCO#18 with a modified amount of \$10,060.00.

*N. Ryan made a motion, seconded by J. Menti, to approve Downes Construction Proposed Change Order #18, in the amount of \$10,060.00, for discussion.*

Discussion ensued. J. Menti suggested Town Counsel review and offer counsel. N. Ryan withdrew her motion and will contact Town Counsel. R. Steiner suggested Downes Construction make best offer. The next meeting is on May 8 and the Commission may hold a special meeting to resolve.

Invoice Review and Approval:

*N. Ryan made a motion, seconded by J. Menti, to approve Jacunski Humes Architects, LLC. Invoice #24080, dated March 15, 2024, in the amount of \$2,500.00, professional services. Vote: All in Favor, Motion passed.*

Rockwell & Johnson Schools:

Close-Out Update: Dr. Carver reported earlier in the meeting that she received an email from the auditors and the process has been started for the close out on the schools.

Invoice Review and Approval: None

Budget Review: None.

Municipal Center Locker Room: N. Ryan reported she met with the First Selectman and Parks & Recreation Director Rachael McGrath. They will meet with the architect on May 2, 2024.

ADJOURN:

*J. Menti made a motion, seconded by N. Ryan, to adjourn the meeting at 8:00 p.m. Vote, All in Favor, Motion Approved Unanimously.*

Respectfully submitted,



Kathy Galbis  
Recording Secretary