

PUBLIC SITE & BUILDING COMMISSION

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

Regular Meeting Minutes

Wednesday, May 8, 2024

7:00 P.M.

Meeting Room B and via Google Meet

RECEIVED
2024 MAY -9 A 9:45
TOWN CLERK
BETHEL, CT.

PRESENT: Nancy Ryan, Roy Steiner, and Jon Menti, attended in person, Dave Olson, and Lieutenant Robert Durkin attended remotely

ABSENT: John Perna, Dave Horvath, Gerald Roche and Robert Germinaro

ALSO IN ATTENDANCE: Mark Allen, Jacunski Humes, Kevin Guite, Downes Construction, First Selectman Daniel Carter, 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 April 24, 2024:

N. Ryan made a motion, seconded by J. Menti, to approve the Regular Meeting Minutes of April 24, 2024. Vote: All in Favor. Motion passed.

OLD BUSINESS:

Bethel Police Station Training Range:

Project Update: E. Pfenninger is on vacation, so N. Ryan reported that the gas meter/regulator install occurred on Thursday, May 3rd, unfortunately Aaon was unable to send a technician for the MAU startup. Aaon will be on-site on May 13th for startup. J. Menti questioned if some duct work insulation areas were finished up. K. Guite will look into his part of the scope to ensure completion. K. Guite reported the painting of the block was completed with a coat of primer and 2 coats of sealant.

Change Order: N. Ryan reported she spoke to Town Counsel regarding Downes proposed change order #18, with no definitive decision. First Selectman Carter added input to consider. Discussion ensued.

N. Ryan made a motion, seconded by J. Menti, to approve Downes Construction Proposed Change Order #18, in the amount of \$10,060.00. Vote, All in Favor, Motion Passed.

Discussion on how to proceed in the future with project contract documents. First Selectman Carter suggested holding a meeting to review and determine a process for future projects.

Invoice Review and Approval: N. Ryan stated STV has expended their entire contract and no further work will occur without additional funding.

N. Ryan made a motion, seconded by R. Steiner, to approve Downes Construction Co, LLC. Invoice #007, dated April 30, 2024, in the amount of \$3,614.04, for professional services. Vote: All in Favor, Motion passed.

N. Ryan made a motion, seconded by J. Menti, to approve Consulting Engineering Services, Inc. Invoice #2023352.00-0000004, dated April 30, 2024, in the amount of \$1,230.00, for professional services. Vote: All in Favor, Motion passed.

N. Ryan reviewed the Signet Invoice with the Commission with the Commission determining to table approval pending input from E. Pfenninger.

Budget Review: N. Ryan reviewed the budget. There is \$11,345.00 remaining in the contingency, of which \$10,60.00 for the approved change order #18 will be subtracted.

K. Guite stated he needs the Certificate of Substantial Completion signed. It was given to E. Pfenninger and Downes cannot get a Certificate of Occupancy without it.

Lt. Durkin stated Action Target will be sending someone for additional training and to address some punch list items the Police Department has for completion.

Rockwell & Johnson Schools:

Close-Out Update: J. Variale stated the audit is starting. They will be on-site May 16th and the week of May 20th.

Invoice Review and Approval: None

Budget Review: None.

BHS HVAC Upgrade: J. Variale reported Dr. Carver received an email stating to expect to be awarded a grant. The RFP was released. Site walk occurred today with seven contractors attending. Bid opening is May 23rd.

Municipal Center Locker Room: N. Ryan reported meeting with Architects Guild with the First Selectman and Parks & Recreation Director Rachael McGrath. Discussion ensued.

ADJOURN:

J. Menti made a motion, seconded by R. Steiner, to adjourn the meeting at 8:05 p.m. Vote, All in Favor, Motion Approved Unanimously.

Respectfully submitted,



Kathy Galbis
Recording Secretary