



Chairman  
Joseph Gush

# TOWN OF LEDYARD

## Permanent Municipal Building Committee

### Meeting Minutes

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

#### Regular Meeting

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**Monday, August 10, 2026**

**5:30 PM**

**Town Hall Annex - Hybrid Format**

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WORKING DRAFT

#### **I. CALL TO ORDER**

Acting Chairman Gary Schneider called the PMBC regular meeting to order at 5:30 p.m.

#### **II. ROLL CALL**

**Present** Commissioner George Hosey  
Commissioner Gary Schneider  
BOE Representative Brandon Graber  
Commissioner Tony Saccone  
**Excused** Chairman Joseph Gush  
Commissioner Gerald Tyminski  
BOE Representative Alex Fritsch

Also in attendance:

Matt Bonin, Finance Director  
Wayne Donaldson, BOE, Director of Facilities  
Vincent Salines, STV  
Charles Warrington Jr, Colliers  
Jessica Michaud, PMBC administrative support  
Carmen Garcia Irizarry- Town Council Liason

#### **III. RESIDENTS & PROPERTY OWNERS COMMENTS (Limit to 3 Minutes Each)**

None.

#### **IV. MEMBER COMMENTS**

None.

#### **V. APPROVAL OF MINUTES**

1. MOTION to approve PMBC Regular Meeting Minutes dated July 13, 2026.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Gary Schneider

**SECONDER:** Tony Saccone

**VI. UPDATE ON JULIET W. LONG, GALES FERRY, & BOE CENTRAL OFFICE**

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**1. Update/Discussion of Roof Projects & Budget Documents**

Mr. Donaldson stated this project is on hold. Mr. Donaldson received a second estimate for the retourquing of the snow guards at central office and is working to obtain a third.

Mr. Donaldson is waiting for a call about the solar startup so that the panels can be turned on, he expects to hear from the company soon.

Mr. Donaldson reported that the Gals Ferry School is on hold due to Silver Petrucilli wanting to wait until solar is installed to complete the punch list. Mr. Donaldson expressed concern on waiting for solar to be installed to complete the punch list due to there being a couple of panels that were damaged during installation that should be repaired prior to the solar installation.

Mr. Salines stated that the budget report posted is up to date but a few additions need to be made including the two Gold Seal invoices and the Shipman & Goodwin invoice. Mr. Salines stated he would make those changes and send a new report out.

\*\*\* MOTION to amend the Agenda to add the following:

1) MOTION to approve STV Invoice #2946 dated August 7, 2026, in the amount of \$68.00 for Central Office Roof Project.

2) MOTION to approve STV Invoice # 2947 dated August 7, 2026, in the amount of \$318.00 for Gales Ferry School Project.

3) MOTION to approve STV Invoice # 2948 dated August 7, 2026, in the amount of \$170.00 for Juliet Long School Roof Project.

4) MOTION to approve Gold Seal Roofing App#12 dated July 29, 2026 in the amount of \$16,554.00 for the Juliet Long School Roof Replacement and Photovoltaic Project.

5) MOTION to approve Gold Seal Roofing App#13 dated July 29, 2026 in the amount of \$50,889.63 for the Juliet Long School Roof Replacement and Photovoltaic Project.

6) MOTION to approve Shipman & Goodwin LLP. Invoice# 684532 dated June 8, 2026, in the amount of \$885.00 for services rendered.

This was Approved and so declared.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Gary Schneider

**SECONDER:** George Hosey

2. MOTION to approve Ciulla & Donofrio, LLP Invoice #26861 dated July 2, 2026, in the amount of \$2,571.00 for mediation between Town of Ledyard and Imperial Co. Restoration Contractor.

Mr. Donaldson explained that a mediation was held involving the Town, Imperial, and the bonding company. All parties initially met with mediator, who explained the process. The mediator then met separately with Imperial for approximately one hour. Following that meeting, the mediator presented an offer to the Town. The Town counter offered, the bonding company declined the offer, and after further back and forth discussions, the bonding company continued to reject the offers.

Imperial ultimately agreed to the bonding company and the Town's terms, including completing all the outstanding punch list items, completing the solar work, and accepting all the back charges for liquidated damages. Imperial also agreed to accept the amount determined by the Town to be owed to Imperial which was approximately \$609,000.

The bonding company will remain involved and continue its bond coverage.

Mr. Donaldson stated that GreenSky would be doing solar installation and that Imperial would be hiring someone to jet the drains. Imperial will be replacing the damaged panels. Mr. Saccone asked who would be overseeing the work being done by Imperial. Mr. Donaldson stated that STV, Garland, the architect and himself would be overseeing the work. Mr. Donaldson stated that the solar project is expected to be completed by the end of next summer.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Gary Schneider

**SECONDER:** George Hosey

3. MOTION to approve Macri Roofing proposal dated July 20, 2026 in the amount of \$7,500.00 for Torque Testing.

Mr. Schneider stated this was being tabled as a third quote was needed for the retorquing of the panels. Mr. Saccone asked if Garland would have any say in which contractor the Town proceeds with since they would be providing the warranty. Mr. Donaldson stated that all of the quotes are from Garland certified contractors. Mr. Donaldson stated he would work to have a third quote for the next meeting but if not would have it by the October meeting.

**RESULT:** TABLED

4. MOTION to approve STV invoice #2946 dated August 7, 2026, in the amount of \$68.00 for Central Office Roof Project.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Gary Schneider

**SECONDER:** Tony Saccone

5. MOTION to approve STV Invoice #2947 dated August 7, 2026, in the amount of \$318.00 for te Gales Ferry Roof Project.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Gary Schneider

**SECONDER:** George Hosey

6. MOTION to approve STV Invoice# 2948 dated August 7, 2026, in the amount of \$170.00 for Juliet Long School Roof Project.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Gary Schneider

**SECONDER:** George Hosey

7. MOTION to approve Gold Seal Roofing App#12, dated July 29, 2026, in the amount of \$16,554.00 for Juliet Long School Roof Replacement and Photovoltaic project.

Mr. Donaldson stated this invoice is a reduction in the retainage. A percentage was withheld until the Connecticut Human Rights and Opportunities sent an approval. Mr. Donaldson stated that he had received the CHRO approval by mail and this retainage can now be released. Mr. Bonin stated that the owners rep has not yet reviewed or approved this invoice. Mr. Salinas stated that he had been working on the invoice but hasn't seen the final copy.

The committee agreed to approve the invoice pending the review and approval of STV,the owner's rep. Mr. Donaldson will have Mr. Salinas send his approval in writing via email.

**RESULT:** APPROVED WITH CONDITIONS

**MOVER:** Gary Schneider

**SECONDER:** Tony Saccone

8. MOTION to approve Gold Seal Roofing App#13, dated July 29, 2026, in the amount of \$50,889.63 for Juliet Long School Roof Replacement and Photovoltaic project.

Mr. Donaldson stated this is a progress payment, the project is almost complete with exception of final punch list items.

The committee agreed to approve the invoice pending the review and approval of STV,the owner's rep. Mr. Donaldson will have Mr. Salinas send his approval in writing via email.

**RESULT:** APPROVED WITH CONDITIONS

**MOVER:** Gary Schneider

**SECONDER:** Tony Saccone

9. MOTION to approve Shipman & Goodwin LLP Inv#684532 dated June 8, 2026, in the amount

of \$885.00 for services rendered.

The committee agreed to approve the invoice pending the review and approval of STV, the owner's rep. Mr. Donaldson will have Mr. Salinas send his approval in writing via email.

**RESULT:** APPROVED WITH CONDITIONS

**MOVER:** Gary Schneider

**SECONDER:** Brandon Graber

## **VII. UPDATE ON JULIET W. LONG HVAC PROJECT**

### **1. Update/Discussion of Juliet W. Long HVAC Project & Budget Documents**

Mr. Warrington Jr. stated the Juliet W. Long HVAC project is going well. The commission agent and contractor is on site this week. They are going through the commissioning of all of the systems. Train will be replacing rooftop unit #2, this was the unit the contractor drilled through compromising the unit. The unit has been ordered and replacement is tentatively scheduled for October, during a holiday weekend. Rooftop unit will likely need to be recommissioned.

Mr. Warrington Jr. provided a financial update stating that the HVAC project is currently projecting to have a savings of \$500,000. The reimbursement request will be completed once the project is finished

Later in the meeting Mr. Donaldson stated the AC has been up and running since April and the only issue there has been is the inability to control temperature in the gym and office however, the programming is currently being worked out so that all zones are able to control all areas remotely. Mr. Donaldson stated he is happy with the power cost as they were \$1200-\$1400 and are now \$2800-\$3200.

### **2. MOTION to approve Colliers Inv#1202327 dated July 31, 2026, in the amount of \$1,097.20 for services rendered.**

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Gary Schneider

**SECONDER:** Tony Saccone

### **3. MOTION to approve Friar Architecture Inc Inv#2023-121A-19 dated July 31, 2026, in the amount of \$1,250.00 for Juliet Long HVAC Project.**

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Gary Schneider

**SECONDER:** Tony Saccone

### **4. MOTION to approve Nutmeg App#12 dated July 31, 2026, in the amount of \$18,644.30 for the Juliet W. Long Elementary School HVAC Replacement project.**

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Gary Schneider

**SECONDER:** Brandon Graber

**VIII. OLD BUSINESS**

1. Any Old Business proper to come before the Committee  
None.

**XI. NEW BUSINESS**

1. Any New Business proper to come before the Committee  
None.

**X. ADJOURNMENT**

Acting Chairman Gary Schneider adjourned the meeting at 6:10pm.

**MOVER:** Gary Schneider

**SECONDER:** Brandon Graber

**DISCLAIMER:** Although we try to be timely and accurate these are not official records of the Town.