



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, March 3, 2025

5:30 PM

Town Hall Annex - Hybrid Format

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#### REMOTE MEETING INFORMATION

<https://us06web.zoom.us/j/86375379711?pwd=Dkofflaib0SShxIg1DuFZVbnpnFL8Gj.1>

Meeting ID: 863 7537 9711 Passcode: 561936

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#### I. CALL TO ORDER

Chairman Gush called the meeting to order at 5:30 p.m. at the Council Chambers, Town Hall Annex Building.

#### II. ROLL CALL

**Present**      Committee Member Gary Schneider  
                 Committee Member Gerald Tyminski  
                 Chairman Joseph Gush  
                 Committee Member George Hosey  
                 BOE Representative Jennifer Reguin  
                 BOE Representative Kate DiPalma-Herb

**Absent**        Committee Member Elizabeth Peterson

In addition, the following were present:

Mathew Bonin - Finance Director

Kristen Chapman - Mayoral Assistant, PMBC Support Staff

Wayne Donaldson - Director of Facilities BOE

Naomi Rodriguez - Town Council Chairman

April Brunelle - Town Councilor

Vincent Salinas - STV

#### III. RESIDENTS & PROPERTY OWNERS COMMENTS (COMMENTS LIMITED TO THREE (3) MINUTES)

Mr. Chris Jelden, 3 Whalehead Drive, Ledyard addressed the Committee regarding the Juliet Long HVAC Project. Mr. Jelden shared with the Committee that he has been paying close attention to the HVAC project since his daughter came home from school in 2023 after being overheated in a classroom. Mr. Jelden stated he contacted the principal and had some

communication back and forth. Mr. Jeldon added he had reviewed Town Council and Finance Committee meetings and the HVAC system has been talked about since 2020 and it is now 2025. Mr. Jeldon stated he has been following the process and feels the project has not gotten much traction, as a member of the public he would like to offer his support. Mr. Jeldon stated there are members of the Board of Education on the Committee and a Town Council liaison and he feels the project isn't going anywhere.

#### **IV. APPROVAL OF MINUTES**

1. MOTION to approve the PMBC Regular Meeting Minutes of February 3, 2025.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Gary Schneider

**SECONDER:** Gerald Tyminski

**AYE** 4 Schneider Tyminski Gush Hosey

**ABSENT** 1 Peterson

**NON-VOTING** 2 Reguin DiPalma-Herb

#### **V. UPDATE ON JULIET LONG, GALES FERRY AND BOE CENTRAL OFFICE PROJECTS**

1. Progress Reports/Field Observations

**RESULT:** RECEIVED AND FILED

2. Update/Discussion on Roof Projects & Budget Documents

Mr. Donaldson stated things are moving along at Juliet Long School. There was an issue with the location of the new switch gear being located underneath water lines. The switch gear has been relocated and is awaiting approval from Silver Petrucelli & Associates to approve the new location. Mr. Donaldson added they are still waiting for Eversource to put the pole in and it is possible that the cut in can take place over April break. Mr. Donaldson stated he does not yet have a date for the start of the Solar Portion project.

Mr. Donaldson stated there has been no further progress on the Board of Education Central Office.

Mr. Donaldson shared the progress on Gales Ferry School has been moving along. The reattachment of panels that were not attached properly should be finished by the end of the week. After the panels are reattached, the hip sections remain and final designs are being worked on. Mr. Donaldson added he is in the process of reviewing change orders and those will be reviewed at the March 20th Special Meeting. Mr. Donaldson stated that the new representative from STV, Mr. Salinas is online this evening and he will be working on the budget with Mr. Bonin.

**RESULT:** DISCUSSED

3. MOTION to approve Gold Seal Roofing LLC Application and Certificate for Payment dated 10.31.2024 in the amount of \$21,366.75 for Project 24-139 Juliet Long School Roof Replacement and Photovoltaic Project.

Discussion:

Mr. Donaldson stated the Juliet Long roof is almost complete, with a few punch list items remaining. Garland will not issue the Warranty until the Solar portion is complete.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Kate DiPalma-Herb

**SECONDER:** Gary Schneider

**AYE** 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

**ABSENT** 1 Peterson

4. Discussion and possible action on change orders for Gales Ferry School Roof Project.

The change orders will be reviewed at the March 20th Special Meeting.

**RESULT:** CONTINUE

## **VI. STV AND SILVER PETRUCELLI & ASSOCIATES UPDATE OF ROOF AND SOLAR PROJECTS**

1. MOTION to approve Silver Petrucelli & Associates Inv #25-123 dated 1.1.2025 in the amount of \$4,250.00 for Project 22.331 Ledyard-Gales Ferry Roof and PV.

This payment has been held at the request of STV to provide backup with dates for the additional trips.

**RESULT:** NO ACTION

## **VII. JULIET LONG HVAC PROJECT UPDATES**

1. JWL HVAC Project 2024 Updates

Chairman Gush reminded the Committee that the bid was refused at the last meeting as the sole bidder was 1.5 million over budget. The RFQ was modified and the project has been re-bid. Mr. Donaldson added the RFQ has gone out including value engineering as well as options for the Contractor to use different types of equipment and also included more vendor options. The bids are due back on March 17th and Mr. Donaldson will make a recommendation to the Committee at the March 20th Special Meeting. Mr. Donaldson reiterated if there are less than three bids, a bid waiver will be required through Finance and the Town Council. Mr. Schneider inquired about the new timeline for the project. Mr. Donaldson added the completion time for the project has been extended to December 2026. Mr. Donaldson added the Contractor will be able to work during this summer and next summer as well as school breaks.

Ms. Dipalma-Herb stated the there was approval from the State for the Grant to be extended to December 2026 and inquired what the full amount was approved during Referendum. Mr. Donaldson replied 2.25 million, with the Grant at 1.37 (62%) of the total. Ms. Dipalma-Herb

inquired if that was a percentage of the completed project. Mr. Donaldson stated he asked if we could up the project cost and the State replied that this is a fixed Grant, anything above the Grant is the responsibility of the Town. Ms. DiPalma-Herb stated the Referendum approved the full amount and is not sure why we would have to go back to referendum. Mr. Bonin replied there is only 2.25 to spend regardless of what is coming back to the State. Mr. Bonin added the project has to go back to Referendum as that is how the original funding was approved. Ms. DiPalma-Herb asked if the wording in the Referendum stated 2.25 million less the reimbursement. Mr. Bonin replied that is how it works, you have to approve the whole cost of the project regardless of the funding sources of the project. Ms. DiPalma-Herb stated 2.25 million was approved through Referendum and 1.37 through the Grant why would a Referendum be required if those two together would cover the cost. Mr. Bonin replied that those two figures are not added together, the 2.25million is the total cost of the project regardless of how the project is funded. Chairman Gush added he has inquired about this as well and the 2.25 million is the ceiling. Mr. Bonin inquired how many people showed up for the Bid walkthrough. Mr. Donaldson replied four contractors with two new companies.

2. MOTION to approve The Day Publishing Company Inv #1549506 dated 2.13.2025 in the amount of \$735.28 for State Project #072-001 HVACN - Ledyard Public Schools HVAC Replacement - Juliet W. Long School.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Kate DiPalma-Herb

**SECONDER:** George Hosey

**AYE** 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

**ABSENT** 1 Peterson

3. MOTION to approve Shipman & Goodwin LLP Inv #656997 dated 1.13.2025 in the amount of \$472.00 for HVAC RFQ/P process.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Kate DiPalma-Herb

**SECONDER:** Gary Schneider

**AYE** 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

**ABSENT** 1 Peterson

## VIII. OLD BUSINESS

1. Discussion and possible action regarding furniture for the Gallup Hill School Building Project. Mr. Donaldson is awaiting the information requested regarding these charges.

**RESULT:** CONTINUE

## IX. NEW BUSINESS

1. Any other New Business proper to come before the Committee

The PMBC April Regular meeting scheduled for April 7, 2025 has been moved to April 14, 2025 as the Public Hearing on the Budget is scheduled for April 7, 2025.

**X. SPECIAL MEETING**

March 20, 2025 - 5:30 PM Town Hall Annex

**XI. ADJOURNMENT**

Mr. Gush moved the meeting be adjourned, seconded Mr. Schneider

The meeting adjourned at 5:58 p.m.

VOTE: 4-0 Approved and so declared

Respectively Submitted,

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Chairman Gush  
Permanent Municipal Building Committee