



Chairman  
Joseph Gush

# TOWN OF LEDYARD

## Permanent Municipal Building Committee

### Meeting Minutes - Draft Minutes

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

#### Regular Meeting

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Monday, December 1, 2025

5:30 PM

Town Hall Annex - Hybrid Format

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**\*\* WORKING DRAFT \*\***

#### REMOTE MEETING INFORMATION

**Zoom Information goes here**

#### 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 Gerald Tyminski  
                    Chairperson Joseph Gush  
                    Committee Member George Hosey  
                    BOE Representative Kate DiPalma-Herb  
**Excused**      Committee Member Gary Schneider  
                    BOE Representative Jennifer Reguin

In addition, the following were present:  
Mathew Bonin -Finance Director  
Kristen Chapman - PMBC Support Staff  
Wayne Donaldson - BOE Facilities Director  
Vincent Salinas - STV  
Charles Warrington - Colliers Project Leaders

#### III. RESIDENTS & PROPERTY OWNERS COMMENTS

None

#### IV. APPROVAL OF MINUTES

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

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 3 Tyminski Gush Hosey

**EXCUSED** 2 Schneider Reguin

**NON-VOTING** 1 DiPalma-Herb

2. MOTION to approve the PMBC Special Meeting Minutes of November 17, 2025.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 3 Tyminski Gush Hosey

**EXCUSED** 2 Schneider Reguin

**NON-VOTING** 1 DiPalma-Herb

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

1. Update/Discussion on Roof Projects & Budget Documents

2. MOTION to approve Shipman & Goodwin LLP invoice # 672261 dated 11.14.2025 in the amount of \$4,041.50 for Professional Services Rendered.

**\*Post Meeting Note\***

Item withdrawn, invoice submitted in error. General Town Attorney budget.

**RESULT:** WITHDRAWN

3. MOTION to approve Gold Seal Roofing LLC Application and Certificate for Payment dated 10.31.2025 in the amount of \$24,831.00 for Juliet Long School Roof Replacement and Photovoltaic Project.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 4 Tyminski Gush Hosey DiPalma-Herb

**EXCUSED** 2 Schneider Reguin

4. MOTION to approve Silver Petrucelli & Associates Inv #25-2750 dated 11.1.2025 in the amount of \$189.00 for Project 22.331 Ledyard - Juliet Long Roof & PV.

Removed from agenda per Chairman Gush. Invoice will close the purchase order.

**RESULT:** WITHDRAWN

5. MOTION to approve Silver Petrucelli & Associates Inv# 25-2751 dated 11.1.2025 in the amount of \$99.60 for Project 22.331 Ledyard - BOE Roof.

Removed from agenda per Chairman Gush. Invoice will close the purchase order.

**RESULT:** WITHDRAWN

6. MOTION to extend contract completion date to June 1, 2026 for STV Construction Inc. - Owner's Representative for the Town of Ledyard: Central Office Building.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 4 Tyminski Gush Hosey DiPalma-Herb

**EXCUSED** 2 Schneider Reguin

7. MOTION to extend contract completion date to June 1, 2026 for STV Construction Inc. Owner's Representative Agreement for Town of Ledyard: Juliet Long School.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 4 Tyminski Gush Hosey DiPalma-Herb

**EXCUSED** 2 Schneider Reguin

8. MOTION to extend contract complete date to June 1, 2026 for STV Construction Inc. Owner's Representative Agreement for Town of Ledyard: Gales Ferry School.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 4 Tyminski Gush Hosey DiPalma-Herb

**EXCUSED** 2 Schneider Reguin

## VI. JULIET LONG HVAC PROJECT UPDATES

1. JWL HVAC Project 2024 Updates
2. JWL HVAC Owner's Project Management Report - Colliers
3. MOTION to approve Friar Architecture Inc. Inv# 2023-121A-13 dated 11.30.2025 in the amount of \$5,040.00 for 2023-121A Ledyard - Juliet Long HVAC.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 4 Tyminski Gush Hosey DiPalma-Herb

**EXCUSED** 2 Schneider Reguin

4. MOTION to approve The Nutmeg Companies, Inc. Application for Payment No. 5 dated 11.30.2025 in the amount of \$299,535.00 for Project No. 2503 Juliet W. Long School-HVAC Project.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 4 Tyminski Gush Hosey DiPalma-Herb

**EXCUSED** 2 Schneider Reguin

5. MOTION to approve Colliers Project Leaders Inv# 0001118195 dated 11.16.2025 in the amount of \$1,109.10 for OPM - Juliet Long HVAC Installation.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 4 Tyminski Gush Hosey DiPalma-Herb

**EXCUSED** 2 Schneider Reguin

6. MOTION to approve Colliers Project Leaders Inv#0001110727 dated 10.31.2025 in the amount of \$5,863.40 for OPM - Juliet Long HVAC Installation.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 4 Tyminski Gush Hosey DiPalma-Herb

**EXCUSED** 2 Schneider Reguin

## VII. OLD BUSINESS

1. MOTION to approve Shipman & Goodwin LLP Inv #672261A dated 11.14.2025 in the amount of \$413.00.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 4 Tyminski Gush Hosey DiPalma-Herb

**EXCUSED** 2 Schneider Reguin

2. Any Old Business proper to come before the Committee

None

## **NEW BUSINESS**

1. MOTION to approve the 2026 Permanent Municipal Building Committee regular meeting schedule.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 4 Tyminski Gush Hosey DiPalma-Herb

**EXCUSED** 2 Schneider Reguin

2. MOTION to approve the following slate of 2026 Permanent Municipal Building Committee Officers:

President - Mr. Joseph Gush

Vice President - Mr. Gary Schneider

Secretary - Mr. Jerry Tyminski

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Gerald Tyminski

**AYE** 4 Tyminski Gush Hosey DiPalma-Herb

**EXCUSED** 2 Schneider Reguin

3. Any New Business proper to come before the Committee

None

## **VII. ADJOURNMENT**

Mr. Gush moved the meeting be adjourned, seconded by Mr. Tyminski.

The meeting adjourned at 6:05 p.m.

VOTE: 3-0 Approved and so declared

Respectively Submitted,

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Chairman Gush

Permanent Municipal Building Committee

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