



Chairman
Joseph Gush

TOWN OF LEDYARD

Permanent Municipal Building Committee

Meeting Minutes - Draft Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Regular Meeting

Monday, January 5, 2026

5:30 PM

Town Hall Annex - Hybrid Format

**** Working Draft ****

REMOTE MEETING INFORMATION

Join Zoom Meeting

<https://ledyardct.zoom.us/j/83501054438?pwd=nZ05vLXEHFqZDkaLBtliXUO2aVK3kv.1>

Meeting ID: 835 0105 4438 Passcode: 845721

One tap mobile +16465588656,,83501054438#,,,,*845721# US (New York)

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 Commissioner Gary Schneider
Commissioner Gerald Tyminski
Chairperson Joseph Gush
Commissioner George Hosey

In addition, the following were present:

Mathew Bonin - Finance Director
Kristen Chapman - PMBC Support Staff
Wayne Donoldson - BOE Facilities Director
Mark Dupre - STV
Carmen Garcia-Irizarry - Town Council Liason
Brandon Graber - BOE Representative
Ty Lamb - Town Councilor
Scott Mitchell - Friar Architecture
Jenn Reguin - BOE Chairman
Vincent Salinas - STV
Charles Warrington - Colliers

III. ADDITIONS AND/OR CHANGES TO THE AGENDA

1. MOTION to add the following items to Section VIII. Juliet Long HVAC Project Updates:

4. MOTION to approve Friar Architecture Inc. Inv# 2023-121A-14 dated 12.31.2025 in the amount of \$5,040.00 for Project 2023-121A Ledyard - Juliet Long HVAC.

5. MOTION to approve The Nutmeg Companies, Inc. Contractor's Application for Payment #6 dated 12.30.2025 in the amount of \$56,810.00 for Juliet W. Long School-HVAC Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 4 Schneider Tyminski Gush Hosey

IV. **RESIDENTS & PROPERTY OWNERS COMMENTS (limited to 3 minutes each)**

None

V. **MEMBER COMMENTS**

None

VI. **APPROVAL OF MINUTES**

1. MOTION to approve the PMBC Special Meeting/Executive Session Meeting Minutes of December 1, 2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 3 Tyminski Gush Hosey

ABSTAIN 1 Schneider

2. MOTION to approve the PMBC Regular Meeting Minutes of December 1, 2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 3 Tyminski Gush Hosey

ABSTAIN 1 Schneider

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

1. Update/Discussion on Roof Projects & Budget Documents

Gales Ferry School

There are no changes to report at Gales Ferry School

BOE Central Office

- In the process of closeout and submitting reimbursement requests
- Awaiting closeout documentation from Contractor such as as built, lien wavers and final requestions

Mr. Donaldson added that a letter of demand has been sent out by the Architect requesting the information. Mr. Bonin inquired what would be the impact if we do not receive a response. Mr. Donaldson replied that he would need to check with the State and it leaves open items that we may not get reimbursed for. Mr. Bonin asked if we have received the certified payrolls. Mr. Donaldson responded that we have not received the payrolls or the final invoice. Mr. Donaldson added there is also miscellaneous paperwork needed that is required by the State. The committee discussed the deadline for receiving this information.

Juliet Long

- Eversource is scheduled for 1/14 to set the transformer
- Electrician is hoping to get the cutover done on 1/19 - awaiting confirmation from Eversource
- Holding off on walk pad installation until the HVAC is complete
- Minor roof leaks were due to the HVAC installation
- Mayor Allyn will be reaching out to Eversource municipal contract to assist

Budget Update

Mr. Salinas stated there is \$244,000 in unallocated funds. Invoiced to date is \$4,741,200.

Reimbursement Requests

Mr. Bonin provided an update on reimbursement requests. Mr. Bonin stated that one payment has been received for each of the three roof projects and based upon the reimbursement percentage we are supposed to receive there is an issue with Juliet Long in which the payment is \$240,000 short of what was expected. Mr. Bonin added that he was not aware there was a space standard limitation on the project. Chairman Gush inquired what a space standard limitation is. Mr. Donaldson replied that a space standard is looking at student count vs. square footage and only a certain percentage will be covered if the student count is not enough to equal the square footage. Mr. Donaldson added he was not aware of that and it was not brought to his attention by anyone at the State, the only thing that was brought to his attention from the State was that the Gales Ferry roof was less than 20 years and there would be a deduction on that based on the age of the roof. This occurred as the date the State uses is the date the project is accepted by the Board of Education and although the building was opened in 1999 or 2000 the BOE did not

accept the project until 2006. Mr. Donaldson added the State was very open with information and not once did the State make notations about space standards. Mr. Donaldson has spoken with the Architect and the Architect stated there are no space standards on roof projects. Mr. Donaldson stated that when Mr. Bonin contacted the State, the response was that the space standard applies to the PV portion of the project. The committee continued discussion on the potential space standard reimbursement issue. Mr. Warrington added commentary on the issue as he is an expert in this area, sharing how the calculation is performed for a reduced reimbursement rate. Mr. Warrington concurred with Mr. Donaldson that the State has never applied the space standard ratio to any roof replacement projects that he has worked on. Mr. Warrington suggested reaching out to State Legislators to get relief from the space standard. Mr. Warrington added he has never seen this apply to non-priority projects and certainly applies to major renovations, alterations, extensions or new projects. Mr. Hosey inquired what ratio has been applied. Mr. Bonin stated a ratio of 77.6% is what the State used. Mr. Donaldson stated the Architect is working on the issue. The committee discussed the student projections and Mr. Donaldson will look into what was submitted. Mr. Bonin inquired about what the plan is to resolve this issue. Mr. Donaldson stated there are two options, to see if the Architect can show that the space standard does not apply or we go back to the Legislature and request a waiver.

2. MOTION to approve Shipman & Goodwin Inv# 674192 dated 12.12.2025 in the amount of \$1,941.00 for Professional Services Rendered.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 4 Schneider Tyminski Gush Hosey

3. MOTION to approve STV Inv# 661 dated 12.16.2025 in the amount of \$1,678.00 for Project 2122247 Ledyard Schools - Central Office.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 4 Schneider Tyminski Gush Hosey

4. MOTION to approve STV Inv# 663 dated 12.16.2025 in the amount of \$3,202.50 for Project 2122247 Ledyard Schools - Gales Ferry School.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 4 Schneider Tyminski Gush Hosey

5. MOTION to approve STV Inv# 665 dated 12.16.2025 in the amount of \$1,825.50 for Project 2122247 Ledyard Schools - Juliet Long School.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 4 Schneider Tyminski Gush Hosey

VIII. JULIET LONG HVAC PROJECT UPDATES

1. JWL HVAC Project 2024 Updates

Update provided by the Owner's Representative in item VIII. 2

2. JWL HVAC Owner's Project Management Report - Colliers

Mr.Warrington provided an update on the HVAC project. Activity has been fairly minimal, most of the work is being performed by the electrician installing the primary distribution panel. The commissioning agent was on site on December 23. Mr.Warrington shared the findings from the commissioning agent and most issues have been addressed. A written response to the report will be provided by the contractor for the record. Mr.Warrington stated the financials are tracking well with an approximate savings of \$540,00 to the project. There are a few allowances as well that may come back. Mr.Warrington added that reimbursement requests have been submitted with payment expected soon. The project should be complete by the end of August, ahead of the December 2026 deadline.

3. MOTION to approve CT Ceiling Systems LLC Subcontractor's Application for Payment dated 12.8.2025 in the amount of \$12,000.00 for Juliet Long School.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 4 Schneider Tyminski Gush Hosey

4. MOTION to approve Friar Architecture Inc. Inv# 2023-121A-14 dated 12.31.2025 in the amount of \$5,040.00 for Project 2023-121A Ledyard - Juliet Long HVAC.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 4 Schneider Tyminski Gush Hosey

5. MOTION to approve The Nutmeg Companies, Inc. Contractor's Application for Payment #6 dated 12.30.2025 in the amount of \$56,810.00 for Juliet W. Long School-HVAC Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 4 Schneider Tyminski Gush Hosey

IX. OLD BUSINESS

1. Any Old Business proper to come before the Committee

None

X. NEW BUSINESS

1. Any New Business proper to come before the Committee

In February, the PMBC will move to the new 2026 meeting schedule on the second Monday of each month at 5:30 p.m. in the Town Hall Annex. Next month's meeting is Monday, February 9, 2026.

XI. ADJOURNMENT

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