



# TOWN OF LEDYARD

## Permanent Municipal Building Committee

### Meeting Minutes - Final

4 Blonders Boulevard  
Ledyard, Connecticut 06339

Chairman  
Gary Schneider

#### Regular Meeting

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Monday, December 4, 2023

5:30 PM

Board of Education Central Office  
-Hybrid Meeting

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#### REMOTE MEETING INFORMATION

##### Zoom Information:

[https://us06web.zoom.us/j/88493443476?  
pwd=MVdsMnV4em1mSm85dUhoYzJ1ekRrUT09](https://us06web.zoom.us/j/88493443476?pwd=MVdsMnV4em1mSm85dUhoYzJ1ekRrUT09)

**Meeting ID: 884 9344 3476**  
**Passcode: 063039**

**Dial by your location**  
• +1 646 558 8656 US (New York)

#### I CALL TO ORDER

Chairman Schneider called the meeting to order at 5:30 p.m.

#### II ROLL CALL

Also present: Kate DiPalma-Herb, BOE Member  
Steve Munger, BOE Member  
Wayne Donaldson, Director of BOE Facilities  
Lisa Sartori, PMBC Secretary  
Matt Bonin, Finance Director

**Present** Committee Member Gary Schneider  
Committee Member Gerald Tyminski  
Committee Member Joseph Gush  
Committee Member George Hosey  
Committee Member Elizabeth Peterson

#### III APPROVAL OF MINUTES

MOTION to approve the regular meeting minutes of November 6, 2023 made by Joe Gush, seconded by Steve Munger. All approved.  
This was Approved and so declared.

**RESULT: APPROVED AND SO DECLARED**

MOTION to approve the regular meeting minutes of November 6, 2023

**IV CITIZENS COMMENTS**

NONE

**V CORRESPONDENCE**

Wayne Donaldson reported there are problems with the HVAC system in Ledyard Middle School and Gallup Hill School, which was never set up correctly and was on the punch list. The commissioning agent contacted Eversource and Eversource agreed to pay for an investigation. The cost to set up the systems correctly is \$161,900.00 resulting in a savings of \$51,567.00 per year. Eversource will contribute an estimated \$64,760.00 resulting in a 1.9 year payback. A deposit of \$30,550 for 50% of the investigation phase cost will be refunded if fully enacted.

Chairman Schneider believes this should have gone to the Town Council - PMBC takes direction from the Town Council, not the BOE.

Consensus of the Committee to forward these two reports to the Town Council for action.

Mr. Donaldson also stated the town has never been trained for the new lighting system. Kate DiPalma-Herb suggests Chairman Schneider send a letter to O&G regarding the training for the town, with a completion date, per contract. This will also start a paper train for our records. Mr Donaldson will also send a letter to O&G regarding a list of other items O&G was supposed to take care of - one of which is the lockdown system.

Correspondence List

**VI GALES FERRY SCHOOL, JULIET LONG SCHOOL AND BOARD OF EDUCATION ROOF & PV PROJECT UPDATE**

MOTION to approve Silver Petrucelli & Associates Inv #23-1311 for Gales Ferry Roof and PV dated 11-1-2023 in the amount of \$440.00

**RESULT:** TABLED

MOTION to approve Silver Petrucelli & Associates Inv #23-1312 for Juliet Long Roof and PV dated 11-1-2023 in the amount of \$394.00

**RESULT:** TABLED

MOTION to approve Silver Petrucelli & Associates Inv #23-1313 for Board of Education roof and PV in the amount of \$226.00

**RESULT:** TABLED

**VII LEDYARD SUMMER SCHOOL PROJECTS**

Wayne Donaldson would like to put bid out for projectors for next year - classroom renovations

that was approved this past budget. This year's budget asked for \$165,000, should be the final request, classroom would be all updated.

Joe Gush made a motion for Wayne Donaldson, Board of Education Director of Facilities, go out to bid for projectors, seconded by Kate DiPalma-Herb. All approved.

#### **VIII UPDATE AND POSSIBLE ACTION ON JULIET LONG SCHOOL HVAC PROJECT**

Wayne Donaldson reported the RFP for architect is out - 2 showed up for a walk through - Vanzeln did not show, but is familiar with the building. He is hoping we will get 3 bidders - bids are due back December 21st.

#### **IX ADJOURNMENT**

Joe Gush made a motion to adjourn the meeting, seconded by Kate DiPalma-Herb. All approved, meeting adjourned at 6:04 p.m.

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