



Chairman  
Joseph Gush

# TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

## Permanent Municipal Building Committee

### ~ AGENDA ~

Regular Meeting

---

Monday, June 8, 2026

5:30 PM

Town Hall Annex - Hybrid Format

---

#### REMOTE MEETING INFORMATION

<https://ledyardct.zoom.us/j/87025958562?pwd=Xt3Mdhz5jTXz9ZoTgIWUBPDSjTyTFU.1>

Meeting ID: 870 2595 8562

Passcode: 889796

One tap mobile

+13052241968,,87025958562#,,,,\*889796# US

**I. CALL TO ORDER**

**II. ROLL CALL**

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

**IV. MEMBER COMMENTS**

**V. APPROVAL OF MINUTES**

1. MOTION to approve the PMBC Regular Meeting Minutes of May 11, 2026.

**Attachments:** [PMBC Meeting Minutes 05.11.2026](#)

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

1. Update/Discussion of Roof Projects & Budget Documents

**Attachments:** [Ledyard Schools Roofing Budget 2026.06.03 v2](#)  
[LEDYARD SCHOOL ROOF PROJECT UPDATE](#)

2. MOTION to approve STV Invoice #2059 dated May 11, 2026 in the amount of \$170.00 for professional services rendered at Central Office.

**Attachments:** [LEDYARD SCHOOLS CENTRAL OFFICE - 050126 - 2122247 CLIENT](#)

3. MOTION to approve STV Invoice#2060 in the amount of \$601.00 dated May 11, 2026 for professional services rendered at Gales Ferry School.

**Attachments:** [LEDYARD SCHOOLS GALES FERRY SCHOOL - 050126 - 2122247 CLIENT 2](#)

4. MOTION to approve STV Invoice #2061 in the amount of \$850.00 dated May 11, 2026, for

professional services rendered at Juliet Long School.

**Attachments:** [LEDYARD SCHOOLS JULIET LONG - 050126 - 2122247 CLIENT](#)

5. MOTION to approve Shipman & Goodwin Invoice# 682836 in the amount of \$472.00 for professional services rendered.

6. MOTION to approve Gold Seal Roofing LLC App#12 dated 11.30.2025 in the amount of \$27,441.68 for Juliet W. Long School- Roof Replacement and Photovoltaic Project.

**Attachments:** [Gold Seal Roofing App#12 11.30.2025](#)

7. MOTION to approve Gold Seal Roofing LLC App# 13 dated 02.28.2026 in the amount of \$16,554.00 for Juliet Long Roof Replacement and Photovoltaic Project.

**Attachments:** [Gold Seal Roofing App#13 02.28.2026](#)

8. Discussion regarding Gold Seal Roofing Proposal in the amount of \$9,500.00 dated May 5, 2026 to supply manlift to get access to torque snow guard mounting brackets to the manufacture's requirements at Central Office.

**Attachments:** [Gold Seal Roofing Proposal](#)

## VII. JULIET W. LONG HVAC PROGRAM UPDATES

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

**Attachments:** [2026 0603 JWL HVAC Project Update](#)  
[2026 0608 JWL HVAC FSR](#)

2. MOTION to approve Catalyst Commissioning Group App#001 in the amount of \$4,550.00 dated April 30, 2026, for Juliet W. Long HVAC Improvements Commissioning Services.

**Attachments:** [Catalyst Commissioning Group Invoice 04.30.2026](#)

3. MOTION to approve Colliers Invoice# 1181233 in the amount of \$2,518.40 dated May 31, 2026, for Juliet w. Long HVAC installation.

**Attachments:** [Colliers Invoice 05.31.2026](#)

## VIII. OLD BUSINESS

1. Any Old Business proper to come before the Committee

## IX. NEW BUSINESS

1. Any New Business proper to come before the Committee

## X. ADJOURNMENT

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



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0842

**Agenda Date:** 6/8/2026

**Agenda #:** 1.

---

## MINUTES

**Minutes:**

MOTION to approve the PMBC Regular Meeting Minutes of May 11, 2026.



# TOWN OF LEDYARD

## Permanent Municipal Building Committee

### Meeting Minutes

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

Chairman  
Joseph Gush

#### Regular Meeting

**Monday, May 11, 2026**

**5:30 PM**

**Town Hall Annex - Hybrid Format**

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

The Regular PMBC Meeting was called to order by Chairman Gush at 5:30p.m.

Due to a technical issue, there is no video recording of the call to order and the approval of the PMBC Regular Meeting Minutes of 04.13.2026.

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

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

Also in attendance:  
Jessica Michaud-PMBC Support Person  
Vincent Salines-STV

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

None.

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

None.

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

1. MOTION to approve the PMBC Regular Meeting Minutes of 04.13.2026.

**RESULT:**     APPROVED AND SO DECLARED

**MOVER:**     Joseph Gush

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

1. Update/Discussion on Roof Projects & Budget Documents

Mr. Donaldson stated that there will be a change order on the roof project to retork the snow guards at Central Office. The roofing manufacturer has agreed to cover the snow guards under the roof warranty if the town has a certified contractor confirm they are torked to the correct specifications. This is important because the previous contractor used a snow guard with the same specifications, but not the brand that the contractor had submitted. If a certified contractor was not to retork the snow guards and they were to fail and they twist the panels, the damage would not be covered under the warranty. Mr. Saccone asked if there was a difference in cost between the brand that was originally quoted by the contractor and what was installed, and if so, was the Town reimbursed for that? Mr. Donaldson responded that there was a difference in cost, but the town was not reimbursed for that difference because there was not a specific line item for snow guards, making it difficult to know what the difference was. Mr. Saccone asked if the town was paying for the tork adjustment, Mr. Donaldson replied yes. Mr. Gush asked if there was enough money in the budget to cover the change order. Mr. Salinas responded that there was enough money in the budget to cover the retorking, as there is still approximately \$11,000.00 unallocated. Mr. Donaldson said that he didn't expect the cost to be more than \$5,000.00.

Later in the meeting Mr. Donaldson stated that Gales Ferry School will have the same issue with the snow guards, however, that should be covered under the bond company.

Mr. Salinas stated that paperwork is being completed for reimbursement on the Juliet Long project.

Mr. Graber asked what the palette of supplies was at the Gales Ferry School. Mr. Donaldson stated that the manufacturer had sent replacements last fall for the bent area of the radio roof across the back, however they were not needed.

2. MOTION to approve STV invoice #1834 dated 04.16.2026 in the amount of \$272.00 for project 2122247 Ledyard Schools-Central Office.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Brandon Graber

3. MOTION to approve STV invoice# 1835 dated 04.16.2026 in the amount of \$340.00 for Project 2122247 Ledyard Schools-Gales Ferry School

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** George Hosey

4. MOTION to approve STV Invoice #1836 dated 04.16.2026 in the amount of \$975.00 for project 2122247-Ledyard Schools-Juliet Long School.

Mr. Fritsch stated that the invoice included some line items for researching solar monitoring and rebates. Mr. Donaldson stated that Eversource has a school solar program that the town will apply for. All the information has been sent to the architects with details as to what information

is required from the architects. The information required for the grant includes certification that the roofs are structure will support the panels, the original building estimates on usage, what the estimates for usage on the new equipment is and what percentage of that the solar panels will cover. Mr. Donaldson stated most of the information has come in, the only thing still needed is the estimated of usage for the new equipment and then the application can be completed and submitted.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Tony Saccone

5. MOTION to approve Gold Seal Roofing LLC App#12 dated 11.30.2025 in the amount of \$27,441.68 for Juliet W. Long School- Roof Replacement and Photovoltaic Project.

Mr. Gush explained that items five and six were being tabled just as they were last month. The corrected invoices have not yet been received. Mr. Donaldson stated that the contractor has agreed that the lower cost was correct and the contractor should be supplying updated invoices.

**RESULT:** TABLED

6. MOTION to approve Gold Seal Roofing LLC App# 13 dated 02.28.2026 in the amount of \$16,554.00 for Juliet Long Roof Replacement and Photovoltaic Project.

**RESULT:** TABLED

7. MOTION to approve Shipman & Goodwin invoice #680676 dated 04.21.2026 in the amount of \$3,260.54 for professional services rendered.

Mr. Gush stated that he has been unable to speak to the Mayor to find out where the attorney's fees will be paid from, but will follow up on this.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Tony Saccone

## VII. JULIET W. LONG HVAC PROJECT UPDATES

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

Mr. Donaldson stated that over April break the equipment was commissioned with the exception for the demand air systems. The contractor is working on getting those running now. As of the end of break the building has been running on the new system, the boilers have been off. The system is keeping the heat load; the AC has not been needed yet and therefore has not yet been used. Mr. Donaldson continued that there is local control onsite of the BMS system for the classrooms, the contractors are still working on final programming of the BMS system for the office and gym. Therefore, the contractors need to be contacted if any adjustments are needed in the office or gym. Remote access is also being setup that allows cell phone access and access from the office.

Mr. Donaldson explained that there is a request for a change order for the coating of the duct work. At Gallup Hill School there has been a significant problem with the birds opening the coverings of the duct work and nesting in it, causing leaks into the building. A covering will be placed over the duct work and any flat surfaces to prevent this. Mr. Saccone asked what the covering is made out of? Mr. Donaldson responded it is the same material as the roofing, it is a 3-step process where the put on a rubberized material, followed by a layer of mesh, and completed with another coating of the rubberized material.

2. MOTION to approve Nutmeg Companies Inc App #10 dated 04.30.2026 in the amount of \$47,500.00 for Juliet W. Long HVAC Project.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Brandon Graber

3. MOTION to approve Colliers Invoice #1172396 dated 04.30.2026 in the amount of \$2,696.20 for Juliet Long HVAC Installation.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Tony Saccone

4. MOTION to approve AIA Document G701-2017 Change Order Number 004 dated 04.30.2026 in the amount of \$20,450.96 for Juliet W. Long School HVAC Project.

Mr. Saccone asked if this was additional costs from the original budget. Mr. Gush responded that it is but there is money available to proceed. Mr. Donaldson stated that the project is currently approximately a half million dollars under budget.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

**SECONDER:** Tony Saccone

## VIII. OLD BUSINESS

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

## IX. NEW BUSINESS

1. Any New Business proper to come before the Committee

Mr. Donaldson stated the Board of Education is doing an in depth study of the facility to determine what the needs of the building are. At the end of the study, three recommendations will be given along with the costs of each.

1) Continue utilizing the building with the repairs it needs.

2) Apply for state funding to renovate as a new project, similar to what was done at Gallup Hill and the Middle School.

3) Build a new school.

Once the recommendations are made, it will go to the town to determine which, if any, actions will be taken.

Mr. Graber stated that a BID went out to request proposals, five proposals were submitted, and the lowest bidder was selected. Mr. Donaldson added that the BIDS ranged from \$35,000-\$550,000 to complete this study. The company that was chosen has done business with the town before; they did the High School Track and Turf field. Mr. Donaldson stated that they are a reputable firm, and references were checked. Much of the study will be subcontracted out to a firm who does this type of study exclusively, and the subcontractor's references were also verified. A copy of a study the firm completed for Milford High School was also reviewed and was found to be very in depth. Mr. Graber asked what year the Milford study was done, Mr. Donaldson replied it was completed approximately one and half years ago. The study at the high school is expected to be completed August 2026.

Mr. Gush explained that an Ad Hoc committee has been formed to develop a process for Capital Improvement projects. It will be a six-month term ending February 2027. Mr. Gush stated he is on the committee, one of the things he hopes to get out of the committee is more specific guidelines for going through the process. Mr. Gush would like the procedure to be an attachment to the ordinance to allow for changes to be made as needed without changing the ordinance. Mr. Gush continued that as chairman of the committee, lessons have been learned the hard way, had there been a reference document some of those lessons could have been avoided.

## X. ADJOURNMENT

Meeting adjourned at 6:04p.m.

This was Approved and so declared.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Joseph Gush

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



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0839

**Agenda Date:** 6/8/2026

**Agenda #:** 1.

---

## REPORT

**Staff/Committee Report:**

Update/Discussion of Roof Projects & Budget Documents



### BUDGET TRACKING REPORT

<b>Ledyard Roof Project</b> Date: May 6, 2026		Total Project	Funding	Contracted	Unallocated Funding	Invoiced to Date	Remaining to Invoice		
			<b>\$6,167,827</b>	<b>\$5,953,296</b>	<b>\$214,531</b>	<b>\$4,846,376</b>	<b>\$1,106,921</b>		
<b>Individual Projects</b>		Gales Ferry	\$2,684,441	\$2,803,891	(\$119,450)	\$1,950,623	\$853,268		
		Juliet W Long	\$3,020,186	\$2,697,354	\$322,832	\$2,465,488	\$231,866		
		BOE	\$463,200	\$452,051	\$11,149	\$430,264	\$21,787		
<b>ITEM DESCRIPTION</b>		Base	Change Orders	Total	Invoiced to Date BOE	Invoiced to Date Gales Ferry	Invoiced to Date Juliet W Long	Remaining to Invoice	
<b>SUMMARY</b>	<b>Current Project Total</b>		<b>\$5,552,492</b>	<b>\$400,805</b>	<b>\$5,953,296</b>	<b>\$430,264</b>	<b>\$1,950,623</b>	<b>\$2,465,488</b>	<b>\$1,106,921</b>
	Construction Total		\$5,280,500	\$288,465	\$5,568,965	\$385,803	\$1,761,557	\$2,349,814	\$1,071,791
	Professional Fees		\$172,712	\$112,340	\$285,052	\$35,226	\$134,445	\$80,251	\$35,130
	Various Fees		\$99,280	\$0	\$99,280	\$9,235	\$54,621	\$35,423	\$0
<b>GC</b>	<b>Construction Total</b>		<b>\$5,280,500</b>	<b>\$288,465</b>	<b>\$5,568,965</b>	<b>\$385,803</b>	<b>\$1,761,557</b>	<b>\$2,349,814</b>	<b>\$1,071,791</b>
	Imperial (Gales Ferry)		\$2,585,500	\$15,471	\$2,600,971		\$1,761,557		\$839,414
	Gold Seal (Juliet Long)		\$2,317,000	\$252,482	\$2,569,482			\$2,349,814	\$219,668
	Imperial (BOE)		\$378,000	\$20,512	\$398,512	\$385,803			\$12,709
<b>PF</b>	<b>Professional Fees</b>		<b>\$172,712</b>	<b>\$112,340</b>	<b>\$285,052</b>	<b>\$35,226</b>	<b>\$134,445</b>	<b>\$80,251</b>	<b>\$35,130</b>
	STV (Gales Ferry)		\$39,482	\$57,117	\$96,599		\$83,060		\$13,539
	STV (Juliet Long)		\$39,482	\$21,437	\$60,919			\$48,721	\$12,198
	STV (BOE)		\$15,468	\$15,086	\$30,554	\$21,476			\$9,078
	Silver Petrucelli (Gales Ferry)		\$33,000	\$18,700	\$51,700		\$51,385		\$315
	Silver Petrucelli (Juliet Long)		\$31,530	\$0	\$31,530			\$31,530	\$0
	Silver Petrucelli (BOE)		\$13,750	\$0	\$13,750	\$13,750			\$0
<b>VF</b>	<b>Various Fees</b>		<b>\$99,280</b>	<b>\$0</b>	<b>\$99,280</b>	<b>\$9,235</b>	<b>\$54,621</b>	<b>\$35,423</b>	<b>\$0</b>
	Gales Ferry		\$54,621	\$0	\$54,621	\$0	\$54,621	\$0	\$0
	Juliet Long		\$35,423	\$0	\$35,423	\$0	\$0	\$35,423	\$0
	BOE		\$9,235	\$0	\$9,235	\$9,235	\$0	\$0	\$0
	Interest Expense		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Borrowing		\$0	\$0	\$0	\$0	\$0	\$0	\$0



## **LEDYARD SCHOOL ROOF PROJECT UPDATE**

### **Gales Ferry**

1. Meeting with the bonding company is scheduled for 6/17/26

### **Juliet Long**

1. The Town of Ledyard is completing the application for the Eversource rebate.
2. Once the application is submitted, the solar can be energized.
3. Project closeout is pending the above.

### **BOE**

1. The project is completed. All final closeout documents have been received at BOE.
2. Project can be closed after the State approves Change Order #1



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0833

**Agenda Date:** 6/8/2026

**Agenda #:** 2.

---

## FINANCIAL BUSINESS REQUEST (FBR)

**Motion/Request:**

MOTION to approve STV Invoice #2059 dated May 11, 2026 in the amount of \$170.00 for professional services rendered at Central Office.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

**Finance Director Comment/Recommendation:**

(type text here)

**Mayor Comment/Recommendation:**

(type text here)



**INVOICE**

Town of Ledyard  
 741 COL, Ledyard Highway  
 Ledyard, CT 06339

Invoice # : 2059  
 Invoice Date : 5/11/26  
 Project # : 2122247  
 Invoice Group : 01  
 Voucher # : 9  
 Project Org. : 140

Re: Ledyard Schools  
 Central Office

**For Professional Services Rendered from 4/4/2026 through 5/1/2026**

DESCRIPTION	ORIGINAL CONTRACT	CHANGES/ AMENDMENTS	CURRENT CONTRACT AMOUNT	EARNED TO DATE	PREVIOUSLY INVOICED	CURRENT INVOICE	AMOUNT REMAINING
CO #1 - Pre-Con/Design	5,082.00	952.00	6,034.00	6,034.00	6,034.00	0.00	0.00
CO #1 - Bidding/Contracting	2,178.00	-	2,178.00	2,178.00	2,178.00	0.00	0.00
CO #1 - Construction	6,032.00	-	6,032.00	5,428.80	5,428.80	0.00	603.20
CO #2 - Construction Value	-	8,918.00	8,918.00	7,835.50	7,665.50	170.00	1,082.50
CO #2 - Close Out	-	5,216.00	5,216.00	0.00	0.00	0.00	5,216.00
Audit	272.00	-	272.00	0.00	0.00	0.00	272.00
Post Construction	1,904.00	-	1,904.00	0.00	0.00	0.00	1,904.00
<b>Total</b>	<b>15,468.00</b>	<b>15,086.00</b>	<b>30,554.00</b>	<b>21,476.30</b>	<b>21,306.30</b>	<b>170.00</b>	<b>9,077.70</b>
Net Amount Due This Invoice				<u>21,476.30</u>	<u>21,306.30</u>	<u>170.00</u>	<u>9,077.70</u>
Total Amount Due This Invoice						<u><u>170.00</u></u>	

We hereby certify that the above charges are true and correct, and therefore, just payment is being requested.

**Please remit to : STV Construction Inc.**  
 at 205 West Welsh Drive Douglassville, PA 19518-8713.  
 For wire transfers, email AccountsReceivable@stvinc.com.  
 Please include invoice # on remittance advice.

# Billing Backup

Monday, May 11, 2026

STV Construction Inc

Invoice 2059 Dated 5/11/2026

12:04:30 PM

---

Project	D001340.002	Ledyard Schools Central O		
---------	-------------	---------------------------	--	--

---

Phase	B100000	Central Office		
-------	---------	----------------	--	--

**Direct Labor**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
13856	Salines, Vincent	4/10/2026	.25	136.00	34.00	
	Prep for PMBC Meeting					
13856	Salines, Vincent	4/20/2026	.50	136.00	68.00	
	Construction services and coordination					
	Update project budget					
13856	Salines, Vincent	5/1/2026	.50	136.00	68.00	
	Update overall Budget per Matts financials					
	Totals		1.25		170.00	
	<b>Total Direct Labor</b>					<b>170.00</b>
				<b>Total this Phase</b>		<b>170.00</b>
				<b>Total this Project</b>		<b>170.00</b>
				<b>Total this Report</b>		<b>170.00</b>

We hereby certify that the above charges are true and correct, and therefore, just payment is being requested.  
**Please remit to: STV Construction Inc.** at 205 West Welsh Drive Douglassville, PA 19518-8713. For wire transfers, email AccountsReceivable@stvinc.com. Please include invoice # on remittance advice.



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0835

**Agenda Date:** 6/8/2026

**Agenda #:** 3.

---

## FINANCIAL BUSINESS REQUEST (FBR)

**Motion/Request:**

MOTION to approve STV Invoice#2060 in the amount of \$601.00 dated May 11, 2026 for professional services rendered at Gales Ferry School.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

**Finance Director Comment/Recommendation:**

(type text here)

**Mayor Comment/Recommendation:**

(type text here)



**INVOICE**

Town of Ledyard  
 741 COL, Ledyard Highway  
 Ledyard, CT 06339

Invoice # : 2060  
 Invoice Date : 5/11/26  
 Project # : 2122247  
 Invoice Group : 02  
 Voucher # : 14  
 Project Org. : 140

Re: Ledyard Schools  
 Gales Ferry School

**For Professional Services Rendered from 4/4/2026 through 5/1/2026**

DESCRIPTION	ORIGINAL CONTRACT	CHANGES/AMENDMENTS	CURRENT CONTRACT AMOUNT	EARNED TO DATE	PREVIOUSLY INVOICED	CURRENT INVOICE	AMOUNT REMAINING
CO #1 - Pre-Con/Design	6,534.00	2,176.00	8,710.00	8,710.00	8,710.00	0.00	0.00
CO #1 - Bidding/Contracting	3,364.00	-	3,364.00	3,364.00	3,364.00	0.00	0.00
CO #1 - Construction	26,040.00	10,880.00	36,920.00	32,355.50	31,754.50	601.00	4,564.50
CO #2 - Construction Value	-	37,085.00	37,085.00	37,085.00	37,085.00	0.00	0.00
CO #2 - Close Out	-	7,520.00	7,520.00	0.00	0.00	0.00	7,520.00
Audit	544.00	-	544.00	0.00	0.00	0.00	544.00
Post Construction	3,000.00	-	3,000.00	0.00	0.00	0.00	3,000.00
<b>Total</b>	<b>39,482.00</b>	<b>57,661.00</b>	<b>97,143.00</b>	<b>81,514.50</b>	<b>80,913.50</b>	<b>601.00</b>	<b>15,628.50</b>
Expenses	415.68	1,143.68	1,559.36	1,545.50	1,545.50	0.00	13.86
Net Amount Due This Invoice						<u>601.00</u>	
Total Amount Due This Invoice						<u>601.00</u>	

We hereby certify that the above charges are true and correct, and therefore, just payment is being requested.

**Please remit to : STV Construction Inc.**  
 at 205 West Welsh Drive Douglassville, PA 19518-8713.  
 For wire transfers, email AccountsReceivable@stvinc.com.  
 Please include invoice # on remittance advice.

# Billing Backup

Monday, May 11, 2026

STV Construction Inc

Invoice 2060 Dated 5/11/2026

1:09:44 PM

---

Project	D001340.003	Ledyard Schools Gales Fer		
---------	-------------	---------------------------	--	--

---

Phase	B200000	Gales Ferry School		
-------	---------	--------------------	--	--

**Direct Labor**

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
10686	Hoerauf, Geralyn	4/22/2026	.50	182.00	91.00	
	Revise DAS 1046s and documentation as directed by OSCGR and forward to WDonaldson					
13856	Salines, Vincent	4/10/2026	.25	136.00	34.00	
	Prep for PMBC Meeting					
13856	Salines, Vincent	4/16/2026	2.50	136.00	340.00	
	Attend meeting at Gale Ferry					
13856	Salines, Vincent	4/21/2026	.50	136.00	68.00	
	Construction services and coordination					
	Review project email correspondence					
	Update project budget					
13856	Salines, Vincent	4/30/2026	.50	136.00	68.00	
	Update overall Budget per Matts financials					
	Totals		4.25		601.00	
	<b>Total Direct Labor</b>					<b>601.00</b>
				<b>Total this Phase</b>	<b>601.00</b>	
				<b>Total this Project</b>	<b>601.00</b>	
				<b>Total this Report</b>	<b>601.00</b>	

We hereby certify that the above charges are true and correct, and therefore, just payment is being requested.  
**Please remit to: STV Construction Inc.** at 205 West Welsh Drive Douglassville, PA 19518-8713. For wire transfers, email AccountsReceivable@stvinc.com. Please include invoice # on remittance advice.



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0837

**Agenda Date:** 6/8/2026

**Agenda #:** 4.

---

## FINANCIAL BUSINESS REQUEST (FBR)

**Motion/Request:**

MOTION to approve STV Invoice #2061 in the amount of \$850.00 dated May 11, 2026, for professional services rendered at Juliet Long School.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

**Finance Director Comment/Recommendation:**

(type text here)

**Mayor Comment/Recommendation:**

(type text here)



**INVOICE**

Town of Ledyard  
 741 COL, Ledyard Highway  
 Ledyard, CT 06339

Invoice # : 2061  
 Invoice Date : 5/11/26  
 Project # : 2122247  
 Invoice Group : 03  
 Voucher # : 11  
 Project Org. : 140

Re: Ledyard Schools  
 Juliet Long School

**For Professional Services Rendered from 4/4/2026 through 5/1/2026**

DESCRIPTION	ORIGINAL CONTRACT	CHANGES/ AMENDMENTS	CURRENT CONTRACT AMOUNT	EARNED TO DATE	PREVIOUSLY INVOICED	CURRENT INVOICE	AMOUNT REMAINING
CO #1 - Pre-Con/Design	6,534.00	2,176.00	8,710.00	8,710.00	8,710.00	0.00	0.00
CO #1 - Bidding/Contracting	3,364.00	-	3,364.00	3,364.00	3,364.00	0.00	0.00
CO #1 - Construction	26,040.00	-	26,040.00	26,040.00	26,040.00	0.00	0.00
CO #2 - Construction Value	-	14,045.00	14,045.00	9,844.50	8,994.50	850.00	4,200.50
CO #2 - Close Out	-	5,216.00	5,216.00	0.00	0.00	0.00	5,216.00
Audit	544.00	-	544.00	0.00	0.00	0.00	544.00
Post Construction	3,000.00	-	3,000.00	0.00	0.00	0.00	3,000.00
<b>Total</b>	<b>39,482.00</b>	<b>21,437.00</b>	<b>60,919.00</b>	<b>47,958.50</b>	<b>47,108.50</b>	<b>850.00</b>	<b>12,960.50</b>
Expenses	-	762.08	762.08	762.08	762.08	0.00	0.00
Net Amount Due This Invoice						<u>850.00</u>	
Total Amount Due This Invoice						<u>850.00</u>	

We hereby certify that the above charges are true and correct, and therefore, just payment is being requested.

**Please remit to : STV Construction Inc.**  
 at 205 West Welsh Drive Douglassville, PA 19518-8713.  
 For wire transfers, email AccountsReceivable@stvinc.com.  
 Please include invoice # on remittance advice.

# Billing Backup

Monday, May 11, 2026

STV Construction Inc

Invoice 2061 Dated 5/11/2026

1:19:59 PM

---

Project	D001340.004	Ledyard Schools Juliet Lo		
---------	-------------	---------------------------	--	--

Phase	B300000	Juliet Long School		
-------	---------	--------------------	--	--

**Direct Labor**

				<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
13856	Salines, Vincent	4/6/2026		2.00	136.00	272.00	
	Solar application research						
13856	Salines, Vincent	4/7/2026		2.00	136.00	272.00	
	Solar application review with Wayne						
13856	Salines, Vincent	4/10/2026		.50	136.00	68.00	
	Prep for PMBC Meeting						
	Follow up on pay application						
	Follow up on solar application						
13856	Salines, Vincent	4/14/2026		.25	136.00	34.00	
	Research State Change Order #1						
13856	Salines, Vincent	4/15/2026		.25	136.00	34.00	
	Research State Change Order #1						
13856	Salines, Vincent	4/16/2026		.25	136.00	34.00	
	Research State Change Order #1						
13856	Salines, Vincent	4/24/2026		.50	136.00	68.00	
	Construction services and coordination						
	Review project email correspondence						
	Update project budget						
13856	Salines, Vincent	5/1/2026		.50	136.00	68.00	
	Update overall Budget per Matts financials						
	Totals			6.25		850.00	
	<b>Total Direct Labor</b>						<b>850.00</b>
	<b>Total this Phase</b>						<b>850.00</b>
	<b>Total this Project</b>						<b>850.00</b>
	<b>Total this Report</b>						<b>850.00</b>

We hereby certify that the above charges are true and correct, and therefore, just payment is being requested.  
**Please remit to: STV Construction Inc.** at 205 West Welsh Drive Douglassville, PA 19518-8713. For wire transfers, email AccountsReceivable@stvinc.com. Please include invoice # on remittance advice.



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0838

**Agenda Date:** 6/8/2026

**Agenda #:** 5.

---

## FINANCIAL BUSINESS REQUEST (FBR)

**Motion/Request:**

MOTION to approve Shipman & Goodwin Invoice# 682836 in the amount of \$472.00 for professional services rendered.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

**Finance Director Comment/Recommendation:**

(type text here)

**Mayor Comment/Recommendation:**

(type text here)



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0510

**Agenda Date:** 6/8/2026

**Agenda #:** 6.

---

## FINANCIAL BUSINESS REQUEST (FBR)

**Motion/Request:**

MOTION to approve Gold Seal Roofing LLC App#12 dated 11.30.2025 in the amount of \$27,441.68 for Juliet W. Long School- Roof Replacement and Photovoltaic Project.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

**Finance Director Comment/Recommendation:**

(type text here)

**Mayor Comment/Recommendation:**

(type text here)

TO: Silver Petrucelli + Associates  
3190 Whitney Avenue  
Hamden , CT 06518

PROJECT NAME: Juliet Long School -  
Roof Replacement and  
Photovoltaic Project

APPLICATION NO: 0012  
APPLICATION PERIOD TO: 11/30/2025  
PROJECT NO: 0024  
CONTRACT DATE: 7/1/2024

FROM: Gold Seal Roofing LLC  
95 Bysiewicz Drive  
Middletown, CT 06457

CERTIFYING AGENT:

CONTRACT FOR: Roof Replacement & Photovoltaic Project

ORIGINAL CONTRACT AMOUNT \$2,317,000.00  
CHANGE ORDERS \$281,988.80  
REVISED CONTRACT AMOUNT \$2,598,988.80  
TOTAL WORK COMPLETED AND STORED MATERIAL TO DATE \$2,556,188.80

RETAINAGE  
Work Completed 7.000 % \$178,933.22  
Stored Materials 7.000 % \$0.00  
TOTAL \$178,933.22

WORK COMPLETED AND STORED MATERIALS LESS TOTAL  
RETAINAGE \$2,377,255.58

PREVIOUS CERTIFICATES FOR PAYMENT \$2,349,813.91  
AMOUNT DUE \$27,441.68

REMAINING CONTRACT BALANCE (RETAINAGE INCLUDED) \$221,733.22

SUMMARY OF CHANGES	ADDS	DEDUCTS
Previous Totals		
THIS MONTH	\$281,988.80	\$0.00
TOTALS	\$281,988.80	

The work covered by this Payment Requisition has been completed according to the contract.

(Firm) Gold Seal Roofing LLC  
(Name) Matt Roberts

(Signature) [Signature] (Date) 3/4/26

State Of: Connecticut  
County Of: Middlesex

Subscribed and sworn to before me this 4 day of March, 20 26  
Notary Public Caitlyn Long  
My Commission Expires 10/30/2027



CERTIFICATION  
I certify that the work covered by this Application for Payment has been completed according to the contract, and that the amount certified is \$27,441.68

(Firm) Silver Petrucelli + Associates

(Name) Steve June

(Signature) [Signature] (Date) 3/6/24

Authorized to Pay

Signature

PO#

Date

A	B	C	D	E	F	G		H	I
Item No.	Description	Scheduled Value	Work Completed From Previous Application (D+E)	Work Completed This Period	Materials Presently Stored (Not in D or E)	Total Completed and Stored To Date (D+E+F)	% Complete	Balance To Finish	Retainage
01	Bonding	\$25,000.00	\$25,000.00			\$25,000.00	100	\$0.00	\$1,750.00
02	Mobilizatfion	\$10,000.00	\$10,000.00			\$10,000.00	100	\$0.00	\$700.00
03	Safety	\$10,000.00	\$10,000.00			\$10,000.00	100	\$0.00	\$700.00
04	Roof Vaccum	\$20,000.00	\$20,000.00			\$20,000.00	100	\$0.00	\$1,400.00
05	Roof Insulation Materials	\$150,000.00	\$150,000.00			\$150,000.00	100	\$0.00	\$10,500.00
06	Roof Insulation Labor	\$80,000.00	\$80,000.00			\$80,000.00	100	\$0.00	\$5,600.00
07	Roof Membrane Materials	\$550,000.00	\$550,000.00			\$550,000.00	100	\$0.00	\$38,500.00
08	Roof Membrane Labor	\$419,500.00	\$419,500.00			\$419,500.00	100	\$0.00	\$29,365.00
09	Sheet Metal Materials	\$35,000.00	\$35,000.00			\$35,000.00	100	\$0.00	\$2,450.00
10	Sheet Metal Labor	\$40,000.00	\$40,000.00			\$40,000.00	100	\$0.00	\$2,800.00
11	Skylights Materials and Labor	\$20,000.00	\$20,000.00			\$20,000.00	100	\$0.00	\$1,400.00
12	Thruwall Flashings	\$25,000.00	\$25,000.00			\$25,000.00	100	\$0.00	\$1,750.00
13	Plumbing	\$7,500.00	\$7,500.00			\$7,500.00	100	\$0.00	\$525.00
14	Closeout	\$10,000.00	\$5,000.00			\$5,000.00	50	\$5,000.00	\$350.00
15	Allowance #01 Metal Deck	\$20,000.00	\$0.00			\$0.00	0	\$20,000.00	\$0.00
16	Allowance #02 Chimney Brick	\$5,000.00	\$5,000.00			\$5,000.00	100	\$0.00	\$350.00
17	Alternate #04 - Photovoltaic Install	\$890,000.00	\$872,200.00		\$0.00	\$872,200.00	98	\$17,800.00	\$61,054.00
18	CO#02 - Revised Roof Assembly	\$148,441.62	\$148,441.62	\$0.00	\$0.00	\$148,441.62	100	\$0.00	\$10,390.91
19	CO#03 - Metal Wall Panels	\$85,680.00	\$85,680.00	\$0.00	\$0.00	\$85,680.00	100	\$0.00	\$5,997.60
20	CO#04 - Chimney Wall Panels and Cap	\$18,360.00	\$18,360.00	\$0.00	\$0.00	\$18,360.00	100	\$0.00	\$1,285.20
21	CO#06 - Change Order Reconciliation	\$29,507.18	\$0.00	\$29,507.18	\$0.00	\$29,507.18	100	\$0.00	\$2,065.50

Totals: \$2,598,988.80 \$2,526,681.62 \$29,507.18 \$0.00 \$2,556,188.80 98 \$42,800.00 \$178,933.22



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0511

**Agenda Date:** 6/8/2026

**Agenda #:** 7.

---

## FINANCIAL BUSINESS REQUEST (FBR)

**Motion/Request:**

MOTION to approve Gold Seal Roofing LLC App# 13 dated 02.28.2026 in the amount of \$16,554.00 for Juliet Long Roof Replacement and Photovoltaic Project.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

**Finance Director Comment/Recommendation:**

(type text here)

**Mayor Comment/Recommendation:**

(type text here)

**APPLICATION AND CERTIFICATE FOR PAYMENT**

**TO:** Silver Petrucelli + Associates  
3190 Whitney Avenue  
Hamden , CT 06518

**PROJECT NAME:** Juliet Long School -  
Roof Replacement and  
Photovoltaic Project

**APPLICATION NO:** 0013  
**APPLICATION PERIOD TO:** 2/28/2026  
**PROJECT NO:** 0024  
**CONTRACT DATE:** 7/1/2024

**FROM:** Gold Seal Roofing LLC  
95 Bysiewicz Drive  
Middletown, CT 06457

**CERTIFYING AGENT:**

**CONTRACT FOR:** Roof Replacement & Photovoltaic Project

**ORIGINAL CONTRACT AMOUNT** \_\_\_\_\_ \$2,317,000.00  
**CHANGE ORDERS** \_\_\_\_\_ \$281,988.80  
**REVISED CONTRACT AMOUNT** \_\_\_\_\_ \$2,598,988.00  
**TOTAL WORK COMPLETED AND STORED MATERIAL TO DATE** \_\_\_\_\_ \$2,573,988.80

**RETAINAGE**  
Work Completed \_\_\_\_\_ 7.000 % \_\_\_\_\_ \$180,179.22  
Stored Materials \_\_\_\_\_ 7.000 % \_\_\_\_\_ \$0.00  
**TOTAL** \_\_\_\_\_ \$180,179.22

**WORK COMPLETED AND STORED MATERIALS LESS TOTAL  
RETAINAGE** \_\_\_\_\_ \$2,393,809.58

**PREVIOUS CERTIFICATES FOR PAYMENT  
AMOUNT DUE** \_\_\_\_\_ \$2,377,255.58  
\_\_\_\_\_ \$16,554.00

**REMAINING CONTRACT BALANCE (RETAINAGE INCLUDED)** \_\_\_\_\_ \$205,179.22

**The work covered by this Payment Requisition  
has been completed according to the contract.**

(Firm) Gold Seal Roofing LLC  
(Name) Matt Roberts

(Signature) \_\_\_\_\_ (Date) 3/3/26

LOWENACCO BOCCI, member

State Of: Connecticut

County Of: Middlesex

Subscribed and sworn to before  
me this 3rd day of March, 20 26

Notary Public Salvatore Reale

My Commission Expires 11-30-28

**CERTIFICATION**

I certify that the work covered by this Application for Payment has been  
completed according to the contract, and that the amount certified is \$16,554.00

(Firm) Silver Petrucelli + Associates

(Name) Steve June

(Signature) \_\_\_\_\_ (Date) 3/4/26



SUMMARY OF CHANGES	ADDS	DEDUCTS
Previous Totals		
THIS MONTH	\$281,988.80	\$0.00
TOTALS	\$281,988.80	

Authorized to Pay

Signature

PO# \_\_\_\_\_ Date

A	B	C	D	E	F	G		H	I
Item No.	Description	Scheduled Value	Work Completed From Previous Application (D+E)	Work Completed This Period	Materials Presently Stored (Not in D or E)	Total Completed and Stored To Date (D+E+F)	% Complete	Balance To Finish	Retainage
01	Bonding	\$25,000.00	\$25,000.00			\$25,000.00	100	\$0.00	\$1,750.00
02	Mobilizatfion	\$10,000.00	\$10,000.00			\$10,000.00	100	\$0.00	\$700.00
03	Safety	\$10,000.00	\$10,000.00			\$10,000.00	100	\$0.00	\$700.00
04	Roof Vaccum	\$20,000.00	\$20,000.00			\$20,000.00	100	\$0.00	\$1,400.00
05	Roof Insulation Materials	\$150,000.00	\$150,000.00			\$150,000.00	100	\$0.00	\$10,500.00
06	Roof Insulation Labor	\$80,000.00	\$80,000.00			\$80,000.00	100	\$0.00	\$5,600.00
07	Roof Membrane Materials	\$550,000.00	\$550,000.00			\$550,000.00	100	\$0.00	\$38,500.00
08	Roof Membrane Labor	\$419,500.00	\$419,500.00			\$419,500.00	100	\$0.00	\$29,365.00
09	Sheet Metal Materials	\$35,000.00	\$35,000.00			\$35,000.00	100	\$0.00	\$2,450.00
10	Sheet Metal Labor	\$40,000.00	\$40,000.00			\$40,000.00	100	\$0.00	\$2,800.00
11	Skylights Materials and Labor	\$20,000.00	\$20,000.00			\$20,000.00	100	\$0.00	\$1,400.00
12	Thruwall Flashings	\$25,000.00	\$25,000.00			\$25,000.00	100	\$0.00	\$1,750.00
13	Plumbing	\$7,500.00	\$7,500.00			\$7,500.00	100	\$0.00	\$525.00
14	Closeout	\$10,000.00	\$5,000.00			\$5,000.00	50	\$5,000.00	\$350.00
15	Allowance #01 Metal Deck	\$20,000.00	\$0.00			\$0.00	0	\$20,000.00	\$0.00
16	Allowance #02 Chimney Brick	\$5,000.00	\$5,000.00			\$5,000.00	100	\$0.00	\$350.00
17	Alternate #04 - Photovoltaic Install	\$890,000.00	\$872,200.00	\$17,800.00	\$0.00	\$890,000.00	100	\$0.00	\$62,300.00
18	CO#02 - Revised Roof Assembly	\$148,441.62	\$148,441.62	\$0.00	\$0.00	\$148,441.62	100	\$0.00	\$10,390.91
19	CO#03 - Metal Wall Panels	\$85,680.00	\$85,680.00	\$0.00	\$0.00	\$85,680.00	100	\$0.00	\$5,997.60
20	CO#04 - Chimney Wall Panels and Cap	\$18,360.00	\$18,360.00	\$0.00	\$0.00	\$18,360.00	100	\$0.00	\$1,285.20
21	CO#06 - Change Order Reconciliation	\$29,507.18	\$29,507.18	\$0.00	\$0.00	\$29,507.18	100	\$0.00	\$2,065.50
<b>Totals:</b>		<b>\$2,598,988.80</b>	<b>\$2,556,188.80</b>	<b>\$17,800.00</b>	<b>\$0.00</b>	<b>\$2,573,988.80</b>	<b>99</b>	<b>\$25,000.00</b>	<b>\$180,179.22</b>



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0840

**Agenda Date:** 6/8/2026

**Agenda #:** 8.

---

## FINANCIAL BUSINESS REQUEST (FBR)

**Motion/Request:**

Discussion regarding Gold Seal Roofing Proposal in the amount of \$9,500.00 dated May 5, 2026 to supply manlift to get access to torque snow guard mounting brackets to the manufacture's requirements at Central Office.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

**Finance Director Comment/Recommendation:**

(type text here)

**Mayor Comment/Recommendation:**

(type text here)

## Proposal

●●●●●●●●GOLD SEAL ROOFING LLC.●●●●●●●●

91 Bysiewicz Drive Middletown, CT 06457 860-484-8430

Page No.1 of 1 Page

PROPSAL SUBMITTED TO <b>Ledyard BOE</b>	PHONE <b>860-464-9255</b>	DATE <b>5/5/26</b>
STREET <b>4 Blonders Blvd</b>	JOB NAME <b>Ledyard BOE</b>	
CITY, STATE AND ZIP CODE <b>Ledyard, CT 06339</b>	JOB LOCATION <b>Ledyard, CT</b>	
Attention: <b>Wayne</b>		

We hereby propose to furnish materials and labor necessary for the completion of:

- Supply manlift to get access to torque snow guard mounting brackets to the manufacture's requirements. Approximately 325'

**A finance charge of 1½% per month (18% per year) will be charged on past due accounts over 30 days. The customer agrees to pay all costs of collection including court and reasonable attorney fees.**

<p><i>WE PROPOSE</i> hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: \$  <b>Nine Thousand Five hundred Dollars and 0 Cents-----(\$9,500.00)</b></p>
<p>Payment to be made as follows:  <b>On completion.</b></p>
<p>All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.</p>
<p><b>AUTHORIZED SIGNATURE Matthew Roberts</b></p>
<p>NOTE: This proposal may be withdrawn by us if not accepted within 30 days.</p>
<p><b>ACCEPTANCE OF PROPOSAL</b> The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outline above. <span style="float: right;"><b>DATE OF ACCEPTANCE</b> _____</span></p>
<p>SIGNATURE _____</p>
<p>SIGNATURE _____</p>



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0841

**Agenda Date:** 6/8/2026

**Agenda #:** 1.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

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

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)



Project Leaders

*A Division of Colliers Engineering & Design*

## Memorandum

**Date:** June 3, 2026

**Subject:** Juliet W. Long HVAC Upgrade Project Update

Dear Chairman Gush:

The Juliet W. Long HVAC Upgrade project commenced construction in June 2025 and has been progressing ahead of schedule, with an estimated completion date of August 2026. Nutmeg Companies, Inc. (NCI) is the general contractor responsible for the installation of the new system.

NCI is scheduled to return to the site beginning June 29, 2026, to initiate startup activities for the rooftop Dedicated Outside Air (DOA) units, along with controls programming. Catalyst Commissioning Group will also be onsite to support the initial startup and inspection efforts, followed by comprehensive system commissioning throughout the summer.

All parties are actively collaborating to finalize a coordinated approach for resolving the previously reported roof leak associated with Rooftop Unit (RTU-2).

Final completion is currently projected for August 7, 2026, with a target milestone of achieving full project closeout by September 1, 2026.

From a financial standpoint, the project is trending under budget by approximately \$493,000. Of this amount, an estimated \$24,000 is expected to be returned by Nutmeg Companies from unused allowances. All known project exposures have been accounted for in the current projected savings.

Sincerely,

Erica Pudvelis  
Owner's Project Manager

# FINANCIAL STATUS REPORT



Project Leaders

## Town of Ledyard Juliet W. Long HVAC Project

### Financial Status Report (\$000's)

Date: June 8, 2026

	A	B	C	D1	D2	D	E	F	G
	Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
	Project Budget	Approved Transfers	Approved Budget w/ Transfers	Paid	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs (D + E)	
<b>I. Building Construction</b>									
<u>A.</u> HVAC Improvements	\$ 2,673.5	\$ (151.4)	\$ 2,522.1	\$ 2,315.6	\$ 206.6	\$ 2,522.2	\$ -	\$ 2,522.2	\$ (0.1)
<u>B.</u> Soffits, Ceilings & Lights	50.0	-	50.0	37.5	-	37.5	12.5	50.0	-
<b>Total Building Construction</b>	<b>2,723.5</b>	<b>(151.4)</b>	<b>2,572.1</b>	<b>2,353.1</b>	<b>206.6</b>	<b>2,559.7</b>	<b>12.5</b>	<b>2,572.2</b>	<b>(0.1)</b>
<b>II. Related Construction</b>									
<u>A.</u> Sitework	-	-	-	-	-	-	-	-	-
<u>B.</u> Site Utility Systems	-	-	-	-	-	-	-	-	-
<u>C.</u> Building Demolition	-	-	-	-	-	-	-	-	-
<u>D.</u> Hazardous Material Removal	-	-	-	-	-	-	-	-	-
<u>E.</u> Sustainable Elements	-	-	-	-	-	-	-	-	-
<b>Total Related Construction</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>III. Escalation</b>									
<b>Total Construction</b>	<b>\$ 2,723.5</b>	<b>\$ (151.4)</b>	<b>\$ 2,572.1</b>	<b>\$ 2,353.1</b>	<b>\$ 206.6</b>	<b>\$ 2,559.7</b>	<b>\$ 12.5</b>	<b>\$ 2,572.2</b>	<b>\$ (0.1)</b>
<b>IV. Furniture, Fixtures &amp; Equipment (FF&amp;E)</b>									
<u>A.</u> Loose Furnishings	-	-	-	-	-	-	-	-	-
<u>B.</u> Program Related Equipment	-	-	-	-	-	-	-	-	-
<u>C.</u> Data/Telecomm Equipt	-	-	-	-	-	-	-	-	-
<u>D.</u> Playground Equipment	-	-	-	-	-	-	-	-	-
<u>E.</u> Security Equipment	-	-	-	-	-	-	-	-	-
<u>F.</u> Specialty Signage	-	-	-	-	-	-	-	-	-
<b>Total FF &amp; E</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# FINANCIAL STATUS REPORT



Project Leaders

## Town of Ledyard Juliet W. Long HVAC Project

### Financial Status Report (\$000's)

Date: June 8, 2026

		A	B	C	D1	D2	D	E	F	G
		Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
Budget developed as of 7/15/2025		Project Budget	Approved Transfers	Approved Budget w/ Transfers	Paid	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs (D + E)	
<b>V.</b>	<b>Fees and Expenses</b>									
A.	Fees									
1	Existing Conditions & Space Program		-	-	-	-	-	-	-	-
2	Architect	224.6	19.5	244.1	231.6	12.5	244.1	-	244.1	-
a	MEP (Van Zelm)	15.0	-	15.0	15.0	-	15.0	-	15.0	-
b	Landscape Arch.	w/ architect								
c	Structural Engineering	w/ architect								
d	NOT USED									
e	Interior/Furniture Designer									
f	Lighting Consultant									
g	Acoustical Consultant									
h	Signage Consultant									
i	LEED Designer									
j	Referendum Services									
k	Code Consultant	w/ architect								
l	Designer's Cost Estimator	w/ architect								
3	Special Consultants									
a	Haz. Mat. Consultant	-	-	-	-	-	-	-	-	-
b	Audio/Visual									
c	Technology & Security Consultant	-	-	-	-	-	-	-	-	-
d	Geo-Tech Engineering									
e	Traffic Engineer									
f	Ecologist/Soil Sample									
g	Peer Reviews									
h	Green Building Consultant	w/ architect								
i	Storm Water Monitoring									
4	Project Management	110.0	-	110.0	41.1	68.9	110.0	-	110.0	-
5	Building Commissioning	25.0	-	25.0	4.6	21.7	26.3	-	26.3	(1.3)
6	Owner's Cost Estimator									
7	Owner's Legal Fees				0.5	-	0.5	-	0.5	(0.5)
8	CM Preconstruction Fee									
9	Site Survey									
10	Utility Assessment									
	Sub-total Fees	374.6	19.5	394.1	292.8	103.1	395.9	-	395.9	(1.8)

# FINANCIAL STATUS REPORT



Project Leaders

## Town of Ledyard Juliet W. Long HVAC Project

### Financial Status Report (\$000's)

Date: June 8, 2026

	A	B	C	D1	D2	D	E	F	G
	Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
	Project Budget	Approved Transfers	Approved Budget w/ Transfers	Paid	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs (D + E)	
Budget developed as of 7/15/2025									
B. Expenses									
1 Owner's Insurance	-	-	-	-	-	-	-	-	-
2 Permits	-	-	-	-	-	-	-	-	-
3 Printing	-	-	-	-	-	-	-	-	-
4 Construction Utilities Use	-	-	-	-	-	-	-	-	-
5 Site Borings	-	-	-	-	-	-	-	-	-
6 Materials Testing	5.0	-	5.0	1.3	3.7	5.0	-	5.0	-
7 Special Inspections	-	-	-	-	-	-	-	-	-
8 Consultant Reimbursables	-	-	-	0.4	-	0.4	-	0.4	(0.4)
9 Moving/Relocation	-	-	-	-	-	-	-	-	-
10 Physical Plant Expenses	-	-	-	-	-	-	-	-	-
11 Misc. Expenses	-	-	-	-	-	-	-	-	-
12 Advertising	-	-	-	1.5	-	1.5	-	1.5	(1.5)
13 Temporary Space/Ops	-	-	-	-	-	-	-	-	-
14 Bond/Financing	-	-	-	-	-	-	-	-	-
15 Site Acquisition	-	-	-	-	-	-	-	-	-
Sub-total Expenses	5.0	-	5.0	3.2	3.7	6.9	-	6.9	(1.9)
<b>Total Fees and Expenses</b>	<b>379.6</b>	<b>19.5</b>	<b>399.1</b>	<b>296.0</b>	<b>106.8</b>	<b>402.8</b>	<b>-</b>	<b>402.8</b>	<b>(3.7)</b>
VI. <b>Contingency</b>									
A. Construction & Owner's Project									
1 Construction	371.9	131.9	503.8	-	-	-	7.0	7.0	496.8
2 Owner's Project	-	-	-	-	-	-	-	-	-
B. Additional Need	-	-	-	-	-	-	-	-	-
<b>Total Contingency</b>	<b>371.9</b>	<b>131.9</b>	<b>503.8</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7.0</b>	<b>7.0</b>	<b>496.8</b>
<b>Total Project</b>	<b>\$ 3,475.0</b>	<b>\$ -</b>	<b>\$ 3,475.0</b>	<b>\$ 2,649.1</b>	<b>\$ 313.4</b>	<b>\$ 2,962.5</b>	<b>\$ 19.5</b>	<b>\$ 2,982.0</b>	<b>\$ 493.0</b>



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0849

**Agenda Date:** 6/8/2026

**Agenda #:** 2.

---

## FINANCIAL BUSINESS REQUEST (FBR)

**Motion/Request:**

MOTION to approve Catalyst Commissioning Group App#001 in the amount of \$4,550.00 dated April 30, 2026, for Juliet W. Long HVAC Improvements Commissioning Services.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

**Finance Director Comment/Recommendation:**

(type text here)

**Mayor Comment/Recommendation:**

(type text here)

# APPLICATION AND CERTIFICATE FOR PAYMENT

TO Town of Ledyard  
 ATTN: Fred Allyn, III  
 Mayor  
 741 Colonel Ledyard Highway  
 Ledyard, CT 06339

PROJECT: Juliet W. Long Elementary HVAC Improvements  
 Commissioning Services


APPLICATION NO: 001

PERIOD TO: 4/30/2026

**APPROVED FOR PAYMENT**  
 Project Manager: **SUBJECT TO FINAL**  
**erica.pudvelis** **CONTRACT APPROVAL**

Contract #

FROM (CONTRACTOR):  
 Catalyst Commissioning Group  
 1433 Manor Drive  
 Bethlehem, PA 18015

Approved Amount: \$4,550.00  
 Date: 5/22/26  
 Budget Block Code: V.A5  
 Project Leaders P.O. #: \_\_\_\_\_

PROJECT NO: 2025-46

CONTRACT DATE:

## CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY			ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner		TOTAL	\$0.00	\$0.00
Approved this Month				
Number	Date Approved			
TOTALS			\$0.00	\$0.00
Net change by Change Orders				\$0.00

The undersigned Contractor Certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Catalyst Commissioning Group

By: \_\_\_\_\_

Date: \_\_\_\_\_

Application is made for Payment, as shown below in connection with the Contract. Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM.....	\$26,300.00
2. Net change by Change Orders.....	\$0.00
3. CONTRACT SUM TO DATE (Line 1+2).....	\$26,300.00
4. TOTAL COMPLETED & STORED TO DATE.....	\$ 4,550.00
(Column G on Continuation Sheet)	
5. RETAINAGE:	
a. % of Completed Work	
(Column D + E on Continuation Sheet)	
b. % of Stored Material	\$0.00
(Column F on Continuation Sheet)	
Total Retainage (line 5a +5b or	\$0.00
Total in Column I of Continuation Sheet).....	\$ -
6. TOTAL EARNED LESS RETAINAGE.....	\$ 4,550.00
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT.....	\$ -
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE.....	\$ 4,550.00
9. BALANCE TO FINISH, PLUS RETAINAGE.....	\$21,750.00
(Line 3 less Line 6)	

State of:

County of:

Subscribed and sworn to before me this

day of , 20

Notary Public:

My Commission expires:

Earl A. LaFlamme, IV

Digitally signed by Earl A. LaFlamme, IV  
 DN: C=US, E=earl@catalystcx.com, O="Catalyst Commissioning Group, llc", OU="Principal, Owner", CN="Earl A. LaFlamme, IV"  
 Reason: I attest to the accuracy and integrity of this document  
 Contact Info: (413) 636-9365  
 Date: 2026.05.08 09:19:09-05'00'

**CONTINUATION SHEET**

<b>Project:</b>	<b>Juliet W. Long HVAC Improvements</b>	<b>APPLICATION NO. 001</b> <b>APPLICATION DATE 5/8/2026</b> <b>PERIOD TO 4/30/2026</b>
-----------------	---	--

A	B	C	D		E	F	G	H	I	J
LINE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE (10%)	
			PREVIOUS APPLICATION	THIS PERIOD						
Construction	Update Construction Phase Cx Plan and integrate with overall project schedule and Lead Cx Kickoff meeting	\$ 650.00	\$ -	\$ 650.00		\$ 650.00	100%	\$ -	\$ -	
Construction	Review of Contractor Submittals, RFI's, Mtg. Minutes, Etc.	\$ 600.00	\$ -	\$ 600.00		\$ 600.00	100%	\$ -	\$ -	
Construction	Coordinate and lead Controls Integration Meeting	\$ 550.00	\$ -	\$ 550.00		\$ 550.00	100%	\$ -	\$ -	
Construction	Develop and Distribute Construction Checklists	\$ 1,050.00	\$ -	\$ 1,050.00		\$ 1,050.00	100%	\$ -	\$ -	
Construction	Project & Commissioning Coordination Meetings	\$ 800.00	\$ -	\$ 200.00		\$ 200.00	25%	\$ 600.00	\$ -	
Construction	Field Visits to Verify Installation Checklists	\$ 2,500.00	\$ -	\$ 1,250.00		\$ 1,250.00	50%	\$ 1,250.00	\$ -	
Construction	Verify Equipment Start Up	\$ 500.00	\$ -	\$ 250.00		\$ 250.00	50%	\$ 250.00	\$ -	
Construction	Review and Verify TAB Reports	\$ 600.00	\$ -	\$ -		\$ -	0%	\$ 600.00	\$ -	
Construction	Develop Functional Performance Test Procedures	\$ 1,300.00	\$ -	\$ -		\$ -	0%	\$ 1,300.00	\$ -	
Construction	Oversee & Document Functional Systems Testing	\$ 10,200.00	\$ -	\$ -		\$ -	0%	\$ 10,200.00	\$ -	
Construction	Coordinate Retesting (1 day)	\$ 1,300.00	\$ -	\$ -		\$ -	0%	\$ 1,300.00	\$ -	
Construction	Develop & Maintain Cx Issue Log	\$ 350.00	\$ -	\$ -		\$ -	0%	\$ 350.00	\$ -	

**CONTINUATION SHEET**

Project:		Juliet W. Long HVAC Improvements				APPLICATION NO. 001 APPLICATION DATE 5/8/2026 PERIOD TO 4/30/2026				
A	B	C	D		E	F	G	H	I	J
LINE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE (10%)	
			PREVIOUS APPLICATION	THIS PERIOD						
Construction	Review O&M Manual	\$ 750.00	\$ -	\$ -		\$ -	0%	\$ 750.00	\$ -	
Construction	Review System Manual	\$ 550.00	\$ -	\$ -		\$ -	0%	\$ 550.00	\$ -	
Construction	Verify Operator & Occupant Training	\$ 650.00	\$ -	\$ -		\$ -	0%	\$ 650.00	\$ -	
Construction	Production of Final Cx Report Coordinate and Witness Opposite Season & Deferred Testing	\$ 1,200.00	\$ -	\$ -		\$ -	0%	\$ 1,200.00	\$ -	
Post-Occupancy	Perform a Near Warranty End Review, Interview and Assistance	\$ 1,300.00	\$ -	\$ -		\$ -	0%	\$ 1,300.00	\$ -	
Post-Occupancy	Assistance	\$ 1,450.00	\$ -	\$ -		\$ -	0%	\$ 1,450.00	\$ -	
	Add lines above here									
<b>CONTRACT TOTALS</b>		\$ 26,300.00	\$ -	\$ 4,550.00	\$ -	\$ 4,550.00	17%	\$ 21,750.00	\$ -	



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0847

**Agenda Date:** 6/8/2026

**Agenda #:** 3.

---

## FINANCIAL BUSINESS REQUEST (FBR)

**Motion/Request:**

MOTION to approve Colliers Invoice# 1181233 in the amount of \$2,518.40 dated May 31, 2026, for Juliet w. Long HVAC installation.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

**Finance Director Comment/Recommendation:**

(type text here)

**Mayor Comment/Recommendation:**

(type text here)

**Ledyard CT, Town of**  
**Attn: Matthew Bonin**  
**741 Colonel Ledyard Highway**  
**Ledyard, CT 06339**

**Invoice :** 0001181233  
**Invoice Date :** 5/31/2026

**Project :** 24012605G  
**Project Manager:** Warrington, Jr., Chuck  
**Project Name :** OPM-Juliet Long HVAC Installation

**For Professional Services Rendered Through 5/31/2026**

Description of Services:  
 May 2026

1. Review payment applications
2. Prepare invoice packets, change order packets for PMBC meeting.
3. Attend PMBC meeting.
4. Process AIA change orders.
5. Update financials.
6. OAC meetings.
7. Coordination with Cx team.

	Fee	Remaining Fee	% Complete	Billings		
				To Date	Previous	Current
Construction Phase	75,000.00	36,791.50	50.94	38,208.50	35,806.10	2,402.40
Procurement Phase	25,000.00	22,970.00	8.12	2,030.00	2,030.00	0.00
OGA Closeout	10,000.00	10,000.00	0.00	0.00	0.00	0.00
Reimbursable Expenses	5,000.00	3,706.70	25.87	1,293.30	1,177.30	116.00
Subtotal:	115,000.00	73,468.20	36.11	41,531.80	39,013.40	2,518.40

**Current Billings** 2,518.40  
**Amount Due This Bill** 2,518.40

In accordance with our business terms and conditions, acceptance of this invoice is implied unless Colliers Project Leaders USA NE, LLC is notified by 14 days from the date of this invoice. If timely payment cannot be made due to any discrepancy, please E-mail a brief explanation to [Billing@colliersengineering.com](mailto:Billing@colliersengineering.com) and we will reply as soon as possible.  
 EFT/ACH PAYMENT INFO: Colliers Engineering & Design, Inc. | JP Morgan Chase | Routing 021000021 | Account# 836759092

finance.director@ledyardct.org;  
charles.warrington@collierseng.com  
erica.pudvelis@collierseng.com

In accordance with our business terms and conditions, acceptance of this invoice is implied unless Colliers Project Leaders USA NE, LLC is notified by 14 days from the date of this invoice. If timely payment cannot be made due to any discrepancy, please E-mail a brief explanation to [Billing@colliersengineering.com](mailto:Billing@colliersengineering.com) and we will reply as soon as possible.  
EFT/ACH PAYMENT INFO: Colliers Engineering & Design, Inc. | JP Morgan Chase | Routing 021000021 | Account# 836759092

**REMIT TO: Colliers Project Leaders USA NE, LLC 101 Crawfords Corner Road, Suite 3400 | Holmdel, NJ 07733**  
**Phone: 877-627-3772 | Fax: 732-383-1980**

**PM05 - Construction Phase**

**Labor**

**Rate Labor**

Class / Employee

	Date	Hours	Rate	Amount
<b>Assistant Project Manager</b>				
Pudvelis, Erica				
	5/4/2026	1.00	114.4000	114.40
	Review Nutmeg Pay App #10 and update project financials.			
	5/6/2026	2.00	114.4000	228.80
	Draft and issue PMBC documents.			
	5/11/2026	0.50	114.4000	57.20
	Attend PMBC Meeting.			
	5/13/2026	0.50	114.4000	57.20
	AIA CO#4 - processed and update financials.			
	5/22/2026	1.00	114.4000	114.40
	Project financials update - change order and invoice review. Catalyst contract.			
	5/26/2026	0.50	114.4000	57.20
	Project follow up/open items review.			
	5/27/2026	1.00	114.4000	114.40
	Attend project OAC meeting, review remainder of project schedule and update log.			
		6.50		----- 743.60
<b>Total Pudvelis, Erica</b>		6.50		----- 743.60
<b>Total Assistant Project Manager</b>		6.50		----- 743.60
<b>Director</b>				
Warrington, Jr., Chuck				
	5/6/2026	1.00	301.6000	301.60
	Review invoice packets with Erica			
	5/8/2026	1.50	301.6000	452.40
	Catalyst contract follow up. Review of invoice.			
	5/12/2026	1.00	301.6000	301.60
	Follow up on Cx contract with Catalyst.			
	5/26/2026	0.50	301.6000	150.80
	5/27/2026	1.00	301.6000	301.60
	OAC meeting			
	5/29/2026	0.50	301.6000	150.80
		5.50		----- 1,658.80
<b>Total Warrington, Jr., Chuck</b>		5.50		----- 1,658.80
<b>Total Director</b>		5.50		----- 1,658.80
			<b>Total Rate Labor</b>	<b>2,402.40</b>
<b>Total Labor</b>				<b>2,402.40</b>
<b>Total Bill Task: PM05 - Construction Phase</b>				<b>2,402.40</b>

**ZREIMB - Reimbursable Expenses**

**Expense**

**Unit Rate Expenses**

Account / Unit

	Amount
<b>Project Mileage</b>	
Mileage	----- 116.00
<b>Total Project Mileage</b>	----- 116.00
	<b>Total Unit Rate Expenses</b>
	<b>116.00</b>
<b>Total Expense</b>	<b>116.00</b>
<b>Total Bill Task: ZREIMB - Reimbursable Expenses</b>	<b>116.00</b>

