



Chairman
Joseph Gush

TOWN OF LEDYARD

Permanent Municipal Building Committee

Meeting Minutes - Draft Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Regular Meeting

Monday, June 2, 2025

5:30 PM

Town Hall Annex - Hybrid Format

REMOTE MEETING INFORMATION

Join Zoom Meeting

<https://us06web.zoom.us/j/81519921235?pwd=ZA4iVRakbuwTYwt6Ey1df98C5hEq3Z.1>
Meeting ID: 815 1992 1235 Passcode: 384895 • +1 646 558 8656 US (New York)

I. CALL TO ORDER

Chairman Gush called the meeting to order at 5:31 p.m. at the Council Chambers, Town Hall Annex Building.

II. ROLL CALL

Present Committee Member Gary Schneider
 Committee Member Gerald Tyminski
 Chairperson 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

Vincent Salinas - STV

III. RESIDENTS & PROPERTY OWNERS COMMENTS (Comments Limited to Three (3) Minutes)

None

IV. APPROVAL OF MINUTES

1. MOTION to approve the PMBC Special Meeting Minutes of March 31, 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

2. MOTION to approve the PMBC Special Meeting Minutes of April 14, 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

3. MOTION to approve the PMBC Special Meeting Minutes of April 30, 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

4. MOTION to approve the PMBC Regular Meeting Minutes of May 5, 2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Gary Schneider

SECONDER: Gerald Tyminski

AYE 3 Schneider Tyminski Gush

NAY 1 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 shared that the bulk of the work is complete at Juliet Long School and the switch gear is scheduled to ship mid July. The BOE Central Office roof is substantially complete. A punch list has been prepared by the Manufacturer but Mr. Donaldson does not believe any work has been performed on that punch list.

Mr. Donaldson shared that Gales Ferry School is basically watertight with a bit of incidental work that still needs to be done, trim work and that sort of thing. The Contractor is scheduled to walk the punch list with the Manufacturer tomorrow. Once the manufacturer punch list is done Mr. Donaldson will work with STV and Silver Petrucelli & Associates on a punch list. Mr. Donaldson clarified that the Garland punch list is based on the warranty and how watertight the roof is, where our punch list are geared more towards aesthetics. Mr. Donaldson stated he will be asking for some additions to the agenda to inspect potential moisture in the insulation because of leaks that did occur.

The Committee reviewed the most recent budget document. Mr. Donaldson added that Gales Ferry School is over budget primarily because of additional costs for STV and Silver Petrucelli & Associates due to the job running late. Mr. Donaldson stated Juliet Long is well under budget.

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

1. MOTION to approve Silver Petrucelli & Associates Inv #25-1881 dated 4.1.2025 in the amount of \$4,250.00 for Project 22.331 Ledyard - Gales Ferry Roof and PV.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

2. MOTION to approve Silver Petrucelli & Associates Inv #25-1882 dated 4.1.2025 in the amount of \$249.00 for Project 22.331 Ledyard - BOE Roof.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gary Schneider

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

3. MOTION to approve Silver Petrucelli & Associates Inv #25-1665 dated 3.1.2025 in the amount of \$249.00 for Project 22.331 Ledyard - BOE Roof.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

4. MOTION to approve Silver Petrucelli & Associates Inv# 25-280 dated 2.1.2025 in the amount of \$498.00 for Project 22.331 Ledyard - BOE Roof.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

5. MOTION to approve Silver Petrucelli & Associates Inv #25-1666 dated 3.1.2025 in the amount of \$126.00 for Project 22.331 Ledyard - Juliet Long Roof & PV.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

6. MOTION to approve Silver Petrucelli & Associates Inv #25-036 dated 1.1.2025 in the amount of \$315.00 for Project 22.331 Ledyard - Juliet Long Roof & PV.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

7. MOTION to add to the Agenda Payment Application #7 for Gold Seal Roofing LLC.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

Discussion:

Ms. Chapman verified that the Payment Application was certified. Mr. Donaldson added this payment was for the first part of the solar project.

MOTION to approve Gold Seal Roofing LLC Application and Certificate for Payment dated 4.30.2025 in the amount of \$124,155.00 for Juliet Long School Roof Replacement and Photovoltaic Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

8. MOTION to add to the Agenda testing of snow guards and moisture in the insulation at Gales Ferry School and BOE Offices.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gary Schneider

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

9. MOTION to authorize inspection of snow guards at Gales Ferry School not to exceed \$4200.00.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gary Schneider

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

10. MOTION to test snow guards at BOE Central Office not to exceed \$1800.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gary Schneider

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

11. MOTION to test water infiltration at Gales Ferry School not to exceed \$2000.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gary Schneider

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

-
12. MOTION to approve water infiltration testing at BOE Central Office not to exceed \$2000.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gary Schneider

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

ABSENT 1 Peterson

VII. JULIET LONG HVAC PROJECT UPDATES

1. JWL HVAC Project 2024 Updates

2. MOTION to amend MOTION to approve Bid Proposal from Colliers Project Leaders not to exceed \$110,000 for RFP/RFQ Bid #24-8 (Juliet Long HVAC Installation Owner's Representative Services) pending approval of an additional appropriation of \$1,250,000 through Referendum Vote on May 20 to remove the following "pending approval of an additional appropriation of \$1,250,000 through Referendum Vote on May 20".

Discussion:

Chairman Gush stated the May 20th failed and they are looking to run another Referendum June 8th. It will be a separate vote form the budget.

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 stated he did not send a letter but spoke with them on the phone. Chairman Gush stated Mr. Donaldson talked to him and offered the difference for what should have been covered. Mr. Donaldson confirmed it would be 30% and he has not heard back. Mr. Donaldson stated the only thing he could not confirm delivery off is the white boards as there is not a way to determine what white boards were already there and what is new.

2. Any Old Business proper to come before the Committee

None

IX. NEW BUSINESS

1. Any New Business proper to come before the Committee

Chairman Gush asked if Mr. Donaldson had any idea what the next major projects are going to be for the school district. Mr. Donaldson replied there is windows and the roof at the High

School. Mr. Donaldson added it would not make a lot of sense to design a heating/air conditioning system with old windows that are single paned and glazed.

X. ADJOURNMENT

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

The meeting adjourned at 6:06 p.m.

VOTE: 4-0 Approved and so declared

Respectively Submitted,

Chairman Gush
Permanent Municipal Building Committee

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