



Chairman
Joseph Gush

TOWN OF LEDYARD

Permanent Municipal Building Committee

Meeting Minutes - Draft Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Regular Meeting

Monday, September 8, 2025

5:30 PM

Town Hall Annex - Hybrid Format

WORKING DRAFT

REMOTE MEETING INFORMATION

Join Zoom Meeting

<https://us06web.zoom.us/join/edl?muid=c8d78459-cdcd-4855-86f1-9366fcc92009>

Meeting ID: 845 4506 8864 Passcode: 047672

One tap mobile +13092053325,,84545068864#,,,*047672# US

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

In addition, the following were present:

Mathew Bonin - Finance Director

Kristen Chapman - PMBC Support Staff

Wayne Donaldson - BOE Facilities Director

Scott Mitchell - Friar Architecture

Vincent Salinas - STV

Charles Warrington - Colliers Project Leaders

III. ADDITIONS AND/OR CHANGES TO THE AGENDA

Motion to add the following items to the agenda under section VI. Juliet Long HVAC Project Updates

Motion to approve Friar Architecture inc. Inv #2023-121A-10 dated 8.31.2025 in the amount of

\$10,920.00 for Project 2023-121A Ledyard - Juliet Long HVAC.

Motion to approve Friar Architecture Inc. additional service proposal dated 8.25.2025 in the amount of \$19,500.00 for scope of work value engineering.

A motion was made by Chairperson Gush, seconded by Committee Member Tyminski, that this be Approved and so declared. The motion carried by the following vote:

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

IV. RESIDENTS & PROPERTY OWNERS COMMENTS

None

V. APPROVAL OF MINUTES

1. MOTION to approve the PMBC Regular Meeting Minutes of August 4, 2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Gerald Tyminski

SECONDER: Gary Schneider

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

VI. 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 Inv # 667681 dated 8.19.2025 in the amount of \$1,534.00 for Professional Services Rendered.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gary Schneider

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

3. MOTION to amend the amount due from \$1534.00 to \$1062.00 for the MOTION to approve Shipman & Goodwin LLP Inv #665973 dated 7.14.2025 in the amount of \$1,534.00 for Professional Services Rendered approved on August 4, 2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gary Schneider

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

VII. JULIET LONG HVAC PROJECT UPDATES

1. JWL HVAC Project 2024 Updates

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

- 3. MOTION** to approve Collier Project Leaders Inv #0001078589 dated 7.31.2025 in the amount of \$5,430.00 for Project 24012605G OPM-Juliet Long HVAC Installation.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

- 4. MOTION** to approve Colliers Project Inv #0001088123 dated 8.31.2025 in the amount of \$10,844.90 for Project 24012605G OPM-Juliet Long HVAC Installation.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

- 5. MOTION** to approve Kamco Supply Corp of New England Inv #2507-066308 dated 7.22.2025 in the amount of \$1,298.00 for Order #2507-E64543 JWL-HVAC Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

- 6. MOTION** to approve Kamco Supply Corp of New England Inv #2507-072778 dated 7.29.2025 in the amount of \$406.00 for Order #2507-E71735 JWL-HVAC Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

7. MOTION to approve Kamco Supply Corp of New England Inv #2508-099062 dated 8.28.2025 in the amount of \$58.00 for Order: 2508-E90923 JWL – HVAC Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

8. MOTION to approve The Nutmeg Companies, Inc. Application for Payment dated 8.27.2025 in the amount of \$485,496.55 for Project 2503 Juliet W. Long Elementary School HVAC Replacement.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

9. Approval of RFP for Commissioning Agent services.

RESULT: CONTINUE

10. MOTION to approve Friar Architecture Inc. Inv #2023-121A-10 dated 8.31.2025 in the amount of \$10,920.00 for Project 2023-121A Ledyard Juliet Long HVAC.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

11. MOTION to approve Friar Architecture Inc. additional service proposal dated 8.25.2025 in the amount of \$19,500.00 for scope of work value engineering.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Tyminski Gush Hosey Reguin Schneider

EXCUSED 1 DiPalma-Herb

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
None

X. ADJOURNMENT

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

The meeting adjourned at 5:29 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.