



Chairman
Joseph Gush

TOWN OF LEDYARD

Permanent Municipal Building Committee

Meeting Minutes - Draft Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Regular Meeting

Monday, November 3, 2025

5:30 PM

Town Hall Annex - Hybrid Format

REMOTE MEETING INFORMATION

Zoom Meeting Link:

[https://us06web.zoom.us/j/83952562925?
pwd=pGC9XXGXmGKbdqTvLwjIRYCIVK4KAF.](https://us06web.zoom.us/j/83952562925?pwd=pGC9XXGXmGKbdqTvLwjIRYCIVK4KAF)

Meeting ID:83952562925 Passcode: 223640

One tap mobile +13092053325,,89045211064#,,,*,225579# US

I. CALL TO ORDER

In addition, the following were present:

Mathew Bonin - Finance Director

Wayne Donaldson - BOE Facilities Director

Roxanne Maher - Administrative Assistant to the Town Council

Scott Mitchell - Friar Architecture

Charles Warrington - Colliers Project Leaders

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

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None

IV. APPROVAL OF MINUTES

1. MOTION to approve the PMBC Regular Meeting Minutes of October 6, 2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 4 Schneider Tyminski Gush Hosey

EXCUSED 1 Reguin

NON-VOTING 1 DiPalma-Herb

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

1. Update/Discussion on Roof Projects & Budget Documents

Central Office

Mr. Donaldson provided an update on BOE Central Office:

- Final punch list is ready to go to Imperial (Garland has requested that Imperial not perform the work on the roof as they are no longer a certified contractor; Garland will supply a substitute to perform that work at no cost to the Town).
- The State has rejected the change order for the spatter spray due to lack of back up from the contractor that the State requires.

Gales Ferry School

Mr. Donaldson provided an update on Gales Ferry School:

- Significant leaks during the last storm in the art room and gym (Garland is bringing in another certified vendor to address those issues).

2. MOTION to approve Prime Consulting INC, invoice #23269 Ledyard Aug dated 8.14.2025 in the amount of \$4,865.00 for snowguard inspection.

Invoice previously paid

RESULT: WITHDRAWN

3. MOTION to approve STV Construction Inc, Invoice #83 dated 10.24.2025 in the amount of \$3,629.00 for Juliet Long School professional services rendered from 6/1/2025 to 10/3/2025.

Chairman Gush inquired if the billable hours make sense. Mr. Donaldson replied that he has been on site but there has also been work consulting with the Town Attorney and on State reimbursement submissions. Mr. Tyminski inquired what was agreed to when the contract was extended. Mr. Bonin replied it is an hourly rate not to exceed. Mr. Tyminski inquired where we were at in regards to the not to exceed portion of the agreement. Mr. Bonin replied he did not know of the top of his head and he is dissatisfied with the performance. Mr. Bonin added he has not received budget document since May and has been out of the office and not had sufficient time to review the budget provided last week. Mr. Bonin would like to validate what is remaining on the contract. The committee discussed confusion related to the budget document, Chairman Gush will discuss these issues with STV and reiterate that the Finance Director be copied on all financial correspondence. . The committee chose to table this item as well as agenda item #4 and agenda item #5.

RESULT: NO ACTION

MOVER: Joseph Gush

SECONDER: George Hosey

MOTION to table agenda items #3, #4 and #5 under Section V. Update on Juliet Long, Gales Ferry and BOE Central Office Projects to receive updated budget information.

RESULT: TABLED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

4. MOTION to approve STV Construction Inc, Invoice #79 dated 10.24.2025 in the amount of \$14,790.10 for Gales Ferry School professional services rendered from 6/1/2025 to 10/3/2025.

RESULT: NO ACTION

5. MOTION to approve STV Construction Inc, Invoice #77 dated 10.24.2025 in the amount of \$3,425.00 for Central Office professional services rendered from 6/1/2025 to 10/3/2025.

RESULT: NO ACTION

VI. JULIET LONG HVAC PROJECT UPDATES

1. JWL HVAC Project 2024 Updates

Juliet Long School - HVAC updates

Mr. Donaldson provided an update on Juliet Long School:

- Waiting for walk pads to be installed
- Most of the duct work has been completed on the roof except where there is a tie in to existing fixtures that are still operating
- Curbing for new AC units has been installed
- Variable refrigerant units were craned up to the roof and piping is complete
- Duct work installation on the roof is in progress
- Tentative date 11/11 to crane up the last of the AC units

Mr. Donaldson stated he had a meeting with the electrician and Eversource. There has been an issue with Eversource not being available to perform the cutover work on dates provided during school breaks. Eversource has agreed to perform the work during normal business hours and has tentatively agreed to connect power during the Thanksgiving break. Mr. Tyminski inquired if the cost would be more during the Thanksgiving break. Mr. Donaldson replied that there will be an overtime cost but it is under the electrician's purview to bear that cost.

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

Mr. Warrington stated Mr. Donaldson gave a good update on progress in the field. Nutmeg is performing well and it has been a smooth process. Mr. Warrington shared the financial status

report. The current projected savings is \$545,000 with potential for another \$24,000. Mr. Donaldson added the only unknown may be additional walk pads. Chairman Gush inquired about the status of the commissioning agent. Mr. Warrington replied that proposals were received from six or seven firms and the proposals will be distributed to the committee for review. Chairman Gush stated a special meeting will be held to choose a commissioning agent on November 17, 2025.

3. MOTION to approve Granite City Electric Supply Company invoice #S010612708.001 in the amount of \$784.33 for Ledyard Public School LED Panel.

This invoice is for additional lighting needed as well as some additional light boxes.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gary Schneider

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

4. MOTION to approve Friar Architecture Inc, invoice #2023-121A-12 dated 10.31.2025 in the amount of \$5,040.00 for Ledyard Public School Professional Services through 10/31/2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

5. MOTION to approve Nutmeg Companies, Inc, invoice #04 2503 in the amount of \$220,190.02 for Juliet Long School HVAC replacement.

This invoice is for duct work completed to date as well as conductors.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

6. MOTION to add to the agenda Kamco Inv #2508-095374 dated 10.30.2025 in the amount of \$116.00.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gary Schneider

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

Motion to approve Kamco Inv #2508-095374 dated 10.30.2025 in the amount of \$116.00 for JWL HVAC Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gary Schneider

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

7. **MOTION** to add to the agenda One Touch Systems Inv#85089 dated 10.13.2025 in the amount of \$4,991.76.

This invoice is for new speakers for the school speaker system. Mr. Bonin stated the labor was dated a year ago. Mr. Bonin requested a corrected agenda.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

MOTION to approve One Touch Systems LLC Inv#85089 dated 10.13.2025 in the amount of \$4,991.76 for JWL HVAC Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Reguin DiPalma-Herb

VII. OLD BUSINESS

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

VIII. NEW BUSINESS

1. Any New Business proper to come before the Committee
Chairman Gush stated the 2026 meeting schedule will be on the agenda for approval at the next meeting. The committee discussed the upcoming committee elections. Chairman Gush will call a special meeting/executive session on December 1, 2025 at 5:00 p.m. to discuss pending litigation.

IX. ADJOURNMENT

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

The meeting adjourned at 6:15 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.