



TOWN OF LEDYARD

Permanent Municipal Building Committee

Meeting Minutes - Draft Minutes

4 Blonders Boulevard
Ledyard, Connecticut 06339

Chairman
Gary Schneider

Regular Meeting

Monday, June 3, 2024

5:30 PM

Board of Education Central Office
-Hybrid Format

REMOTE MEETING INFORMATION

I. CALL TO ORDER

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

II. ROLL CALL

Also present: Lisa Sartori, PMBC Secretary; Wayne Donaldson, BOE Facilities Director; Kyle Rongey, STV & Tonya Cutolo, SPA

Present Committee Member Gary Schneider
Committee Member Gerald Tyminski
Committee Member Joseph Gush
Committee Member George Hosey
BOE Representative Kate DiPalma-Herb

Absent Committee Member Elizabeth Peterson
BOE Representative Jennifer Reguin

III. APPROVAL OF MINUTES

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

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

MOTION to approve the regular meeting minutes of May 6, 2024

IV. CITIZENS COMMENTS

NONE

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

Kyle Rongey stated the contract has been returned for Juliet Long and solar and the BOE building - Gales Ferry school has been signed . He also stated the sky lights are a longer lead time then anticipated.

- .1 MOTION to approve Silver Petrucelli & Associates Inv #24-499 dated 5-1-2024 in the amount of \$1,666.00 for Juliet Long Roof & PV

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

- .2 MOTION to approve Silver Petrucelli & Associates Inv #24-500 dated 5-1-2024 in the amount of \$1,666.00 for Gales Ferry Roof & PV

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

- .3 MOTION to approve Silver Petrucelli & Associates Inv #24-528 dated 5-1-2024 in the amount of \$1,148.00 for BOE Roof

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

- .4 MOTION to approve LocaliQ Inv #0006378005, dated April 2024, in the amount of \$1,486.53 for advertising of bid proposals for Juliet Long School, Gales Ferry School and Board of Education roof projects

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

VI. JULIET LONG SCHOOL HVAC PROJECT UPDATE

Wayne Donaldson reported grant has been approved for the entire amount \$2.1 million. The Fuss & O'Neill letter for \$1,600.00 is not an invoice, just approval for testing of ceiling tiles and lead paint in the classrooms.

- .1 Letter of authorization from Fuss & O'Neill dated April 9, 2024, to perform asbestos and lead paint testing for Juliet Long School HVAC - total \$1,600.00

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Kate DiPalma-Herb

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

- .2 MOTION to approve Friar Architecture Inc Inv #2023-121A-01 dated 4-30-2024 in the amount of \$9,240.00 for Juliet Long HVAC

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Kate DiPalma-Herb

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

- .3 MOTION to approve Friar Architecture Inc Inv #2023-121A-02 dated 5-31-2024 in the amount of \$55,440.00 for Juliet Long HVAC

George Hosey asked if work has been done to cover this invoice. Wayne Donaldson stated yes, preliminary plans are ready. Also must start construction 12 months from award of grant - starting of construction is considered when contract is awarded.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Kate DiPalma-Herb

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

VII. UPDATE ON SUMMER PROJECTS

Wayne Donaldson stated projects are moving along - all quotes are in - all within budget. Looking to do 10 classrooms at the high school - will bring plans to the next meeting.

VIII. DISCUSSION OF TOWN COUNCIL'S POSSIBLE ACTION TO AMEND ORDINANCE #100-015 ESTABLISHING A PERMANENT MUNICIPAL BUILDING COMMITTEE

Chairman Schneider stated he attended the Administration Committee meeting - would like comments from the members.

Jerry Tyminski - on pg 2 paragraph 3 states proposals for owner's representative is subject to

review by Director of Finance - should have the requirements written in the contract proposals. Membership - permanent members have a 3yr term - temporary members have no term -how long are they members? Quorum states shall consist of a majority of members, quorum is 4 - does not mention temporary members - needs clarification of voting members. Page 3 - PMBC in regards to cash flow - clarification. Page 2 states PMBC to make a recommendation to the Town Council for award of services - final decision of award is with Town Council when they are not present during the presentations - does not agree.

George Hosey - stated if projects exceed \$500,000 an owner's representative shall be hired - why that amount? PMBC is entrusted to interview and choose owner's representative - why not include complexity and length of project - Jerry Tyminski stated project needs to warrant the cost of an owner's representative. Kate DiPalma-Herb stated she would like an out to decide if an owner's representative is needed - members agreed. Also if PMBC is interviewing, scoring and choosing an owner's representative, why should Town Council be able to choose another, when they have not been involved in the hiring process? She also stated the Mayor's comments and Superintendent's comment are unclear - there was discussion at the Administration Committee regarding there be 3 Board of Education members. She also stated when the school projects were just getting started, Sam the BOE Facilities Director at the time, wanted to hire an owner's representative, but the town declined. She also stated Wayne Donaldson and the superintendent put together a timeline of the roof projects and HVAC system. There was a lot of road blocks along the way - it was nothing the PMBC did or did not do.

George Hosey also questioned why the PMBC ordinance was being revised and the PMBC was not aware of it.

Chairman Schneider asked each member to give their comments electronically so he may bring them to the next Administration Committee meeting. He believes most of the proposed changes are very positive.

IX NEW BUSINESS

Lisa Sartori announced this will be her last meeting - she thanked everyone for their support along the way. Kristen Chapman, Mayor's Assistant will be taking over. The committee thanked her for her work for the PMBC.

Wayne Donaldson distributed roof colors. He stated he has used green on 3 other buildings. It was consensus of the committee to use emerald green for the roof.

X. ADJOURNMENT

MOTION made by Kate DiPalma-Herb to adjourn the meeting, seconded by Joe Gush - meeting adjourned at 6:15 p.m.

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