



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.