TOWN OF LEDYARD

Permanent Municipal Building Committee

Meeting Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Chairman
Gary Schneider

Special Meeting

Monday, July 1, 2024 **5:30 PM** **Town Hall Annex Council Chambers - Hybrid Format**

REMOTE MEETING INFORMATION

Join Zoom Meeting
https://us06web.zoom.us/j/87999268474?pwd=mZh8sNulTy4jXwbzwIwIcT0wn8HIBS.1

Meeting ID: 879 9926 8474 Passcode: 149625
Dial by your location • +1 646 558 8656 US (New York)

I. CALL TO ORDER

Chairman Schneider called the PMBC special 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
Committee Member Joseph Gush
Committee Member George Hosey
BOE Representative Jennifer Reguin

Absent BOE Representative Kate DiPalma-Herb
Committee Member Elizabeth Peterson

In addition, the following were present:
Wayne Donaldson - BOE Facilities Director
Kristen Chapman - Mayoral Assistant, PMBC Support Staff
Mathew Bonin - Director of Finance - Town of Ledyard
Kyle Rongey - Senior Project Planner - STV
Tanya Cutolo - Silver Petrucelli & Associates

III. APPROVAL OF MINUTES

1. MOTION to approve the PMBC regular meeting minutes of June 3, 2024 and the PMBC special meeting minutes of June 17,2024

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush
SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

ABSENT 2 DiPalma-Herb Peterson

IV. CITIZENS COMMENTS

None

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

Update on Rood and Solar Projects

Mr. Donaldson provided project updates:

- The BOE Central Office work has not yet begun
- The Gales Ferry School as of late afternoon was stripped to the Gym
- Juliet Long School section behind the gym and hallway will be stripped with first layer of roofing down by Wednesday
- There is an issue with the fascia boards at Juliet Long School - there will be a change order to rectify this issue (Mr. Donaldson provided further detail on the process proposed to fix the issue; Mr. Rogney provided additional insight to the proposed change order)

Chairman Schneider asked where the budget currently stands based up on the change orders approved to date. Mr. Donaldson shared the current budget projections for each project.
Mr. Hosey questions if we were to run over on one project can we apply excess funds to another project. Mr. Donaldson clarified that the wording from the Town does allow us to move funds between projects as needed but this would not be preferable. Further discussion is warranted.

MOTION to approve the following revised change order amount from Imperial Company for Gales Ferry School roof project change order #1 approved in the amount of $15,850 on June 17, 2024 revised to $15,471

RESULT: APPROVED AND SO DECLARED
MOVER: Joseph Gush
SECONDER: George Hosey

AYE 5 Schneider Tyminski Gush Hosey Reguin

ABSENT 2 DiPalma-Herb Peterson

MOTION to approve the following revised changed order amount from Imperial Company for BOE Central Offices roof project change order #1 approved in the amount of $22,498 on June 17, 2024 to $20,512

RESULT: APPROVED AND SO DECLARED
MOVER: Joseph Gush
SECONDER: George Hosey

AYE 5 Schneider Tyminski Gush Hosey Reguin

ABSENT 2 DiPalma-Herb Peterson

1. MOTION to approve Silver Petrucelli & Associates Inv #24-654 dated 6-1-2024 in the amount of $328 for Ledyard - BOE Roof

RESULT: APPROVED AND SO DECLARED
MOVER: Joseph Gush
SECONDER: George Hosey

AYE 5 Schneider Tyminski Gush Hosey Reguin

ABSENT 2 DiPalma-Herb Peterson

2. MOTION to approve Silver Petrucelli & Associates Inv #24-652 dated 6.1.2024 in the amount of $476.00 for Gales Ferry Roof & PV

RESULT: APPROVED AND SO DECLARED
MOVER: Joseph Gush
SECONDER: George Hosey

AYE 5 Schneider Tyminski Gush Hosey Reguin

ABSENT 2 DiPalma-Herb Peterson

3. MOTION to approve Silver Petrucelli & Associates Inv #24-653 dated 6.1.2024 in the amount of $476.00 for Juliet Long Roof & PV

RESULT: APPROVED AND SO DECLARED
MOVER: Joseph Gush
SECONDER: George Hosey

AYE 5 Schneider Tyminski Gush Hosey Reguin

ABSENT 2 DiPalma-Herb Peterson

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

Update on Juliet Long, Gales Ferry and BOE Central Office Roof Projects

Mr. Rongey stated that both projects are on schedule and Gales Ferry is ahead of schedule. Mr. Rongey added that material procurement is always a concern, specifically the metal paneling for Gales Ferry School, there is not yet an arrival date for the metal panels. Mr. Rongey stated that steps were taken to expedite this shipment and the estimate for arrival is 4-6 weeks.

The Committee discussed options if the work cannot be completed before the start of school.

Mr. Donaldson stated the work has been performed on Saturdays with no extra cost to the Town. Mr. Donaldson added that it is expected that some trim work will take place after the new school year starts.

Chairman Schneider asked for clarification if would be lifting or working overhead with students in the building. Mr. Rongey stated that they would look for windows of time to work with minimal disruption. Mr. Rogney added that the metal paneling can be done safely provided there is a plan in place.

Mr. Tyminisaki asked the drop date dead for the metal panels to arrive to complete the work before the start of school. Mr. Rongey stated he would need to reach out to Imperial but estimates the drop dead date for the metal panels to arrive to complete the work before the start of the school year would be the first or second week of August. Mr. Rongey added that it is preferable for all involved to perform the work outside of school hours.

Chairman Schnieder asked if the recent rain events have had any impact on the project timeline. Mr. Donaldson responded that the rain has not had any impact and leaks have bee minimal and resolved.

RESULT: CONTINUE

1. MOTION to approve Application & Certification for Payment dated 6.30.2024 for Juliet Long School Roof Replacement and Photovoltaic Project in the amount of $917,905.79 to Gold Seal Roofing LLC

The Permanent Municipal Building Committee took a brief recess to allow Ms. Chapman to notarize the applications for payment. Ms. Chapman was unable to notarize the applications for payment as the Contractor was not present at the meeting for Ms. Chapman to acknowledge the signature.

Chairman Schneider Tabled all Motions on the agenda related to payment applications to the next meeting and requested all Applications for Payment have a notarized contractor signature and certification by the architect.

RESULT: TABLED

2. MOTION to approve The Imperial Company Restoration Contractor, Inc. Payment Application in the amount of $3,796.26 for Ledyard BOE Offices Project 24-137 dated 6.30.2024

RESULT: TABLED

3. MOTION to approve The Imperial Company, Restoration Contractors Inv #245962 dated 5.20.2024 in the amount of $4,082.00 for Ledyard BOE Offices roof project

RESULT: TABLED

4. MOTION to approve The Imperial Company Restoration Contractor, Inc. Payment Application dated 6.30.2024 in the among of $442,215.00 for Project 24-135 Gales Ferry School

RESULT: TABLED

5. MOTION to approve The Imperial Company, Restoration Contractors Inv #245956 dated 5.20.2024 in the amount of $19,291.00 for Gales Ferry School & Photovoltaic Project

RESULT: TABLED

6. Discussion and possible action on rotted edge support at Juliet Long School

MOTION to approve change order #5 from Goldseal Roofing, LLC for Juliet Long School roof project to revise gutter edge detail fro time and material not to exceed $80,000

Discussion:

Mr. Gush asked the reason for the motion to be on the table now rather than waiting for the final costs. Mr. Donaldson replied that material needs to be ordered now and we will receive a credit for any material not needed. Mr. Rongey added that this figure is the worse case scenario with the damage that has already been uncovered. Mr. Donaldson added that no additional roof work can be performed until this issue is addressed.

RESULT: APPROVED AND SO DECLARED
MOVER: Gerald Tyminski
SECONDER: Joseph Gush

AYE 5 Schneider Tyminski Gush Hosey Reguin

ABSENT 2 DiPalma-Herb Peterson

VII. JULIET LONG SCHOOL HVAC PROJECT UPDATE

1. JWL HVAC Project 2024 Updates

- Design is complete and will be available at the next meeting
- Mr. Donaldson will forward the presentation when available
- The ceiling will be lowered on the hall wall in the classroom to enclose the ductwork and piping
- Mr. Donaldson has a preliminary report on the lead and asbestos testing and the only issues found were in the ceiling tiles on the stage and lead on wall in girls' restroom and there is no HVAC work taking place in either of those areas
- Mr. Donaldson is hoping the have the bid package ready to release in September

VIII. UPDATE ON SUMMER PROJECTS

1. Summer Projects 2024

- Classroom ceilings have been demolished and walls are being painted
- Fiber walls are receiving sheetrock, sanding and painting later in the week
- Projectors are scheduled to be installed the week of July 15th
- Furniture and lighting will be delivered beginning July 2nd
- The abatement on the Science lab has been completed

IX. OLD BUSINESS

1. MOTION to approve CIRMA Invoice #33263 dated 6.28.2024 in the amount of $5000.00 for Builder's Risk Policy and CIRMA Invoice #33010 dates 6.26.2024 in the amount of $31,749.00 for Builder's Risk premium for Juliet Long School, Gales Ferry School and BOE Central Offices.

MOTIONS were Tabled and Ms. Chapman was asked to provide a cost breakdown per project for the two invoices.

RESULT: TABLED

2. Discussion of the Town Council's possible action to amend Ordinance #100-015 Establishing a Permanent Municipal Building Committee

Chairman Schneider provided a document with all comments from the PMBC Committee. Ms. Chapman will share this document with the Committee. The Administration Committee will hold a workshop on July 24, 2024 @ 5:30 p.m. in the Council Chambers. Ms. Chapman will forward the agenda when available.

RESULT: CONTINUE

X. ADJOURNMENT

Mr. Gush moved the meeting be adjourned, seconded by Mr. Hosey

The meeting adjourned at 6:21 p.m.
VOTE: 5 - 0 Approved and so declared

Respectively Submitted,

_____
Chairman Schneider
Permanent Municipal Building Committee

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