



TOWN OF LEDYARD

Permanent Municipal Building Committee

Meeting Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Chairman
Joseph Gush

Regular Meeting

Monday, April 13, 2026

5:30 PM

Town Hall Annex - Hybrid Format

REMOTE MEETING INFORMATION

Zoom Meeting:

<https://ledyardct.zoom.us/j/83587357776?pwd=kQ72k1d2KnliaJs4EbjLwpxmgsvDrb.1>

Meeting ID: 835 8735 7776

Passcode: 582918

One tap mobile

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II. CALL TO ORDER

I. ROLL CALL

Also in attendance:

Matt Bonin, Finance Director

Charles Warrington, Jr., Colliers

Roxanne Maher, Administrative Assistant to the Ledyard Town Council

Present Chairperson/Market Manager Joseph Gush

Commissioner Gerald Tyminski

Commissioner Gary Schneider

BOE Representative Brandon Graber

BOE Representative Alex Fritsch

BOE Representative Tony Saccone

Absent Commissioner George Hosey

III. RESIDENTS & PROPERTY OWNERS COMMENTS (Limit to 3 Minutes Each)

IV. MEMBER COMMENTS

Chairman Gush stated that there is an Ad Hoc Committee that is being formed by the town council for the purpose to help streamline projects from start to finish. As of now there is one Permanent Municipal Building Committee member who has applied for the Ad Hoc Committee, this will next go to the Administration committee.

Mr. Graber clarified that the NEAT study discussed at the March meeting was financed through

other sources, so it is not part of the budget cycle.

V. APPROVAL OF MINUTES

1. MOTION to approve the PMBC Regular Meeting Minutes of 03.09.2026.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 6 Gush Tyminski Schneider Graber Fritsch Saccone

ABSENT 1 Hosey

VI. UPDATE ON JULIET W. LONG, GALES FERRY & BOE CENTRAL OFFICE PROJECTS

1. Update/Discussion on Roof Projects & Budget Documents

Mr. Donaldson stated the invoices from Imperial for Central Office were all approved at the March meeting except for the \$6,000 invoice which is being held pending the state's acceptance.

Mr. Donaldson stated that the Solar Project at Juliet W. Long School is in the final stages. The solar panels are complete. The application for the NRAC Rebate from Eversource is based on the amount of energy the panels produce. The application is approximately 80% complete. The solar panels cannot be activated until the application has been completed. Chairman Gush asked how long the process would take. Mr. Donaldson replied that he needs documentation stating that the building is owned by the town but has had difficulty obtaining this documentation from the assessor. Mr. Donaldson stated that a request was made to the assessor for this documentation, follow-up calls leaving messages were made but no call back was received. The inability to get the needed documentation is delaying the application process. Mr. Bonin offered to contact the assessor to get the necessary documentation. Mr. Graber asked how long it would take to get the application approval from Eversource once the application has been submitted. Mr. Donaldson stated that the timeline is unclear as the information about it has been inconsistent. Mr. Donaldson will ask for clarification from Eversource tomorrow.

Mr. Saccone asked about the amount of power that is expected to be generated from the panels. How much will be used by the building and how much will be sold out? Mr. Donaldson responded that 160kw is expected to be produced, but with the new AC most if not all of that is expected to be used within the building. The estimate from the architect at the beginning of the project was that it would supply about sixty percent of the building's use. The panels are net metering; in slower times they will over generate and then during busier times like the summer and winter we would be under generating. Mr. Fritsch stated that Eversource typically keeps track of surplus and then will apply the surplus at the end of each year. Mr. Tyminski asked how often the town would make payments. Mr. Donaldson stated that the town is invoiced once a month.

Mr. Donaldson stated that the town is still in talks with the bonding company about the Gales Ferry School. The contractor would like to meet to discuss the project but that is on hold, everything else is in the hands of the attorney. There is a meeting scheduled for Thursday at the

school with the bond company representative. Mr. Saccone asked if we have a representative, Mr. Donaldson responded that we have a town attorney. Mr. Donaldson does not believe that the town attorney will be at the meeting on Thursday. Mr. Saccone stated that we have an attorney working for us but no roofing expert, whereas the bonding company has an expert working for them, giving them an advantage.

HVAC project is moving along well; the electric was completed. Good Friday they started up two units. The rest of the units will be started up today. Mr. Donaldson will stop over tomorrow to see how that transition went. New electronic heat valves are being installed. They expect to have all the valves installed by end of the school's spring break. If the valves aren't completed by end of the break, it would be set up so that the boilers could be filled and preheated. Mr. Bonin asked Mr. Warrington if he had anything to add. Mr. Warrington stated the new VRS system is designed to go down to zero degrees and is the primary system, and is more than adequate to take care of the whole building, the boiler system will be a backup system. Mr. Saccone asked Mr. Warrington if having an owner's rep would prevent extra costs with recommissioning the buildings that had been incurred with previous projects. Mr. Warrington stated that he wasn't on the previous projects, but often those additional fees occur due to issues with communication.

RESULT: DISCUSSED

2. MOTION to approve STV invoice 1314 in the amount of \$612.00 for the Board of Ed Central Office date February 25, 2026.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Brandon Graber

AYE 6 Gush Tyminski Schneider Graber Fritsch Saccone

ABSENT 1 Hosey

3. MOTION to approve STV Inv#1620 dated 03.26.2026 in the amount of \$1,100.00 for Project 2122247 Ledyard Schools-Central Office.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 6 Gush Tyminski Schneider Graber Fritsch Saccone

ABSENT 1 Hosey

4. MOTION to approve STV invoice 1317 in the amount of \$2,010.50 for the Gales Ferry School date February 25, 2026.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Tony Saccone

AYE 6 Gush Tyminski Schneider Graber Fritsch Saccone

ABSENT 1 Hosey

5. MOTION to approve STV Inv# 1621 dated 03.26.2026 in the amount of \$692.00 for project 2122247 Ledyard Schools-Gales Ferry School.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 6 Gush Tyminski Schneider Graber Fritsch Saccone

ABSENT 1 Hosey

6. MOTION to approve STV invoice 1318 in the amount of \$987.50 for the Juliet W. Long School date February 25, 2026.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 6 Gush Tyminski Schneider Graber Fritsch Saccone

ABSENT 1 Hosey

7. MOTION to approve STV invoice 1622 dated 03.26.2026 in the amount of \$680.00 for Project 2122247 Ledyard Schools-Juliet W. Long School.

Mr. Tyminski asked if there was a representative from STV at the meeting. Mr. Gush and Mrs. Maher confirmed there was not a representative from STV present. Mr. Tyminski stated he does not know if the budget sheet matches the invoices that have been approved during this meeting. Mr. Gush stated that from what he has looked out and in speaking with the owner's rep he believes the invoices are correct.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 6 Gush Tyminski Schneider Graber Fritsch Saccone

ABSENT 1 Hosey

8. MOTION to approve Shipman & Goodwin Inv# 679402 dated 03.13.2026 in the amount of \$10,974.00 for professional services rendered.

Mr. Saccone asked why there was no invoice attached. Mr. Bonin stated that the invoice is not attached due to ongoing litigation. Mr. Saccone asked if they could vote on something that is in litigation, Mr. Bonin explained that the vote was to pay the attorney's fees. Mr. Warrington explained that omitting the attorney's invoices is a normal part of the process. Mr. Tyminski asked if there was a cap on the attorney fees and will the town be reimbursed for the legal fees the town incurs. Mr. Warrington responded that it depends on the wording of the contract, and that he would recommend reaching out to Shipman & Goodwin what the agreement is and if the town would be reimbursed by the bonding company. Mr. Tyminski stated that the attorney's fees

could get quite large and the town would be exposed. Mr. Gush stated that he would follow up with the mayor on this.

Later in the meeting, Mr. Tyminski stated that he does not believe that the attorney's fees are not part of the building project, but legal fees are being spent on behalf of the town. The bonding amount that was received to complete these projects did not include these additional fees. Mr. Tyminski asked if these additional fees needed to be brought to town council for approval or get a Mr. Bonin responded that the fees are coming out of the project funds. Mr. Tyminski asked what would happen if we the money runs out. Mr. Bonin responded that if that were to happen the committee would have to ask the town council for additional money. Mr. Tyminski asked if we should make them aware of the fees now. Mr. Bonin stated that he believes that the town council is aware of the litigation. Mr. Gush again said that he would speak to the mayor about this. Mr. Graber asked if the Permanent Municipal Building Committee had a town council liaison that attended the meetings. Mr. Bonin stated that Carmen is the town council liaison.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 4 Gush Tyminski Schneider Saccone

ABSENT 1 Hosey

9. 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 recommended tabling both Gold Seal Roofing Invoices, agenda items VI-9 and VI-10 because there are two number one change orders that affect the billing that does not appear to be correct. Mr. Gush is waiting to hear back from STV for clarification. Mr. Bonin stated that the change orders did not match up. Mr. Bonin stated that he had reached out to STV for clarification and was told that they didn't know and is still waiting for an answer. Mr. Gush spoke to STV on Saturday and let STV know that these invoices were being tabled.

RESULT: TABLED

10. 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

VII. JULIET W. LONG HVAC PROJECT UPDATES

1. Update/Discussion of Juliet W. Long HVAC Project & Budget Documents

Mr. Warrington stated that the financial summary report shows that there is a projected savings of \$523,000. The project has been going well. The reimbursements requests that have been submitted. The project is projected to be completed under \$3,000,000.00. Mr. Tymiski asked if everything will be all set come fall? Mr. Warrington responded that everything should be all set. The contractors will come back to do a 10- month check and do commissioning during the heating season, but the system should be operational by summer. Mr. Gush stated that we need

to ensure we meet the requirements of the grant, which has a deadline of December 31, 2026. Mr. Warrington replied that meeting the requirements would not be a problem, and the project should be closed out by then. Mr. Donaldson asked Mr. Warrington to get clarification on what the closeout entails.

RESULT: DISCUSSED

2. MOTION to approve Friar Architecture Inc. Inv# 2023-121A-17 dated 03.31.2026 in the amount of \$5,040.00 for Juliet W. Long HVAC.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 6 Gush Tyminski Schneider Graber Fritsch Saccone

ABSENT 1 Hosey

3. MOTION to approve Colliers Inv# 1162203 dated 03.31.2026 in the amount of \$1,211.60 for Juliet W. Long HVAC Installation.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Brandon Graber

AYE 6 Gush Tyminski Schneider Graber Fritsch Saccone

ABSENT 1 Hosey

4. MOTION to approve Nutmeg Companies Inc. App #9 dated 03.31.2026 in the amount of \$57,411.28 for Juliet W. Long School- HVAC Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Tony Saccone

AYE 6 Gush Tyminski Schneider Graber Fritsch Saccone

ABSENT 1 Hosey

XIII. OLD BUSINESS

None.

1. Any Old Business proper to come before the Committee

IX. NEW BUSINESS

1. Any New Business proper to come before the Committee

Mr. Graber stated again that the study that was being carried to look at what should be done with the buildings was initially put in the budget. It was felt it was too important to wait so

other funding was found. It was out for bid; five bids were received.

X. ADJOURNMENT

Meeting adjourned at 6:14p.m.

This was Approved and so declared.

RESULT: APPROVED AND SO DECLARED

MOVER: Gerald Tyminski

SECONDER: Brandon Graber

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