



TOWN OF LEDYARD

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Ad Hoc Committee to Develop A Process For Capital Improvement Building Projects

Meeting Minutes Special Meeting

Thursday, June 11, 2026

4:30 PM

Town Hall Annex

I. CALL TO ORDER

Chairman Gush called the meeting to order at 4:30p.m.

II. ROLL CALL

Present Chairman Joseph Gush
BOE Representative Brandon Graber
Public Works Director Steve Masalin
Finance Director Matthew Bonin
Town Councilor Ty Lamb

Excused Community-at-Large Representative Gary Schneider

Late BOE Director of Facilities & Grounds Wayne Donaldson

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

None.

IV. MEMBER COMMENTS

Mr. Masalin suggested looking at whether the PMBC is needed at all or possibly just needed for specific projects. Mr. Masalin explained that he oversees his own multimillion dollar projects and is able to do so efficiently as he works directly with hired professionals that have the expertise needed. Mr. Lamb agreed that disassembling the PMBC was a possible path forward and suggested skipping to agenda item VII-2.

Chairman Gush asked if any other committee members had any comments. Mr. Bonin stated that a PMBC is needed for certain projects such as school building projects, but there are many cases where a PMBC is not necessary.

Chairman Gush stated that as a member of the PMBC he has been through many school projects and believes that the school projects need oversight.

V. APPROVAL OF MINUTES

1. MOTION to approve Ad Hoc Committee to Develop a Process for Capital Improvement Building Projects Organizational Meeting Minutes of May 21, 2026.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Ty Lamb

VI. NEW BUSINESS

1. Review and discuss the Building Blocks to Completion of a Project.

RESULT: TABLED

2. Review and discuss the Resolution Establishing an Ad Hoc Committee to Develop a Process for Capital Improvement Building Projects for the Town of Ledyard.

Mr. Lamb stated that after reviewing the ordinance it is his understanding that the committee is to produce and develop an end to end process and report the recommendations to the Town Council by November 20, 2026.

Mr. Masalin stated that his earlier comments were in reference to number five of the resolution, evaluating the effectiveness of the PMBC and options for the town and the Board of Ed to better facilitate capital improvement building projects. Mr. Masalin stated that is the base fundamental groundwork and a consensus on this is fundamental to everything else. Mr. Lamb agreed.

Mr. Gush stated that the PMBC is only a part of the end -to- end process. Mr. Gush stated that he agrees with Mr. Bonin, that the PMBC is needed for school projects and while Mr. Masalin is able to juggle multiple large projects at once not everyone can.

Mr. Masalin agreed that some of it is position- related and what the job entails. Mr. Masalin stated that Roxanne Maher had begun drafting a document that consolidates the procedures into a single document giving a logical approach.

Mr. Lamb stated that in the charter for the PMBC there are three branches, one of them is the Town Council decides to have the PMBC handle a project, if the Town Council says the PMBC is not needed it goes to the department head. Mr. Lamb stated that the department heads should have a say about who oversees the project. Mr. Lamb explained that getting rid of the PMBC would take a long time but changing the ordinance with a better selection of criteria when deciding where a project is assigned to might be a better solution.

The committee discussed and agreed that hiring an owner's representative in the very beginning stages of a large project is of utmost importance.

After some additional conversation the committee decided to review the document that Ms. Maher had began and continue the discussion at the next meeting.

RESULT: CONTINUE

3. Review and discuss the Ordinance Establishing a Permanent Municipal Building Committee for the Town of Ledyard.

RESULT: TABLED

4. Review and discuss the Municipal Improvement Check List.

RESULT: TABLED

VII. ADJOURNMENT

Meeting was adjourned by Chairman Gush at 5:21 p.m.

This was Approved and so declared.

RESULT: APPROVED AND SO DECLARED

MOVER: Steve Masalin

SECONDER: Ty Lamb

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