



TOWN OF LEDYARD

Permanent Municipal Building Committee

Meeting Minutes - Draft Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Chairman
Joseph Gush

Special Meeting

Monday, March 31, 2025

5:30 PM

Town Hall Annex - Hybrid Format

REMOTE MEETING INFORMATION

Join Zoom Meeting

<https://us06web.zoom.us/j/88339382983?pwd=wkTJrovz9eJwUTLBx66C2nq2VayadX.1>

Meeting ID: 883 3938 2983 Passcode: 348228

• +1 646 558 8656 US (New York)

I. CALL TO ORDER

Chairman Gush called the 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
	Chairperson Joseph Gush
	Committee Member George Hosey
	Committee Member Elizabeth Peterson
	BOE Representative Jennifer Reguin
Excused	BOE Representative Kate DiPalma-Herb

In addition, the following were present:

Mathew Bonin - Finance Director
Kristen Chapman - Mayoral Assistant, PMBC Staff Support
Wayne Donaldson - Director of Facilities BOE
Vincent Salinas - STV
Scott Mitchell - Friar Architecture, Inc.

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None

IV. APPROVAL OF MINUTES

1. MOTION to approve the PMBC Regular Meeting Minutes of March 3, 2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Gerald Tyminski

SECONDER: George Hosey

AYE 5 Schneider Tyminski Gush Hosey Peterson

EXCUSED 1 DiPalma-Herb

NON-VOTING 1 Reguin

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

1. Progress Reports/Field Observations

RESULT: RECEIVED AND FILED

2. Update/Discussion on Roof Projects & Budget Documents

Mr. Donaldson stated things at Juliet Long are moving along. The solar panel installation has begun at Juliet Long and the switch gear is due in April. There have been no issues thus far with the solar panel installation. The roofing Contractor did come back and complete the punch list and is awaiting manufacturer verification, which may not take place until the walk pads are installed. The solar panels should be up and running before the end of the school year.

Mr. Donaldson stated that Gales Ferry continues to move along. There was a leak in the gym that is currently being looked into. There is a dispute regarding the panel installation in the back of the building by the middle school was installed per the shop drawings or design drawings. Mr. Donaldson feels the Contractor would be obligated to fix that at no cost to the Town. Mr. Donaldson stated the Contractor has rescinded the change orders at the meeting on March 21st. A limited number of change orders have been submitted for review. Mr. Donaldson will present to the committee upon completion of the review.

Mr. Donaldson stated the Central Office roof is complete and is awaiting punch lists. All of the metal work, low slope work is complete.

RESULT: DISCUSSED

3. MOTION to approve A Best Gutters, LLC Inv #22327 dated 3.10.2025 in the amount of \$1795.00 for BOE Office Gutters.

RESULT: APPROVED AND SO DECLARED

MOVER: Gary Schneider

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Peterson Reguin

EXCUSED 1 DiPalma-Herb

4. MOTION to approve Shipman & Goodwin LLP Inv #659790 dated 3.7.2025 in the amount of \$472.00 for Contract Discussions - Remote Conference.

RESULT: APPROVED AND SO DECLARED

MOVER: Gary Schneider

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Peterson Reguin

EXCUSED 1 DiPalma-Herb

****ADD ON****

5. MOTION to approve The Imperial Company Restoration Contractor, Inc. Payment Application dated 12.31.2024 in the amount of \$98,088.03 for Project 24-135 Gales Ferry School.

Discussion:

Mr. Donaldson stated this is the December Payment Application the Committee was advised not to pay previously as much of the roof panels still needed to be reattached. At this point most of that has been done and there is enough of a balance to cover the remaining areas that need to be redone as well as punch list items.

RESULT: APPROVED AND SO DECLARED

MOVER: Gary Schneider

SECONDER: George Hosey

AYE 6 Schneider Tyminski Gush Hosey Peterson Reguin

EXCUSED 1 DiPalma-Herb

VI. STV AND SILIVER PETRUCELLI UPDATE OF ROOF AND SOLAR PROJECTS

1. MOTION to approve Silver Petrucelli & Associates Inv #25-123 dated 1.1.2025 in the amount of \$4,250.00 for Project 22.331 Ledyard-Gales Ferry Roof and PV.

RESULT: APPROVED AND SO DECLARED

MOVER: Gary Schneider

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Peterson Reguin

EXCUSED 1 DiPalma-Herb

2. MOTION to approve Silver Petrucelli & Associates Inv #25-279 dated 2.1.2025 in the amount of \$4,250.00 for Project 22.331 Ledyard - Gales Ferry Roof and PV.

RESULT: APPROVED AND SO DECLARED

MOVER: Gary Schneider

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Peterson Reguin

EXCUSED 1 DiPalma-Herb

3. MOTION to approve Silver Petrucelli & Associates Inv #25-1665 dated 3.1.2025 in the amount of \$249.00 for Project 22.331 Ledyard - BOE Roof.

Discussion:

Mr. Donaldson stated this and item #4 on the agenda would be the last two payments to Silver Petrucelli & Associates for the BOE roof and Juliet Long roof. Mr. Salinas requested that Silver Petrucelli & Associates not bill the project in whole in order to keep the purchase order open for any additional costs that may be incurred. If the project is billed out in full that would close out the purchase order and if there is any additional billing, a new contract may be required.

RESULT: NO ACTION

4. MOTION to approve Silver Petrucelli & Associates Inv #25-1666 dated 3.1.2025 in the amount of \$126.00 for Project 22.331 Ledyard - Juliet Long Roof & PV.

RESULT: NO ACTION

5. MOTION to approve Silver Petrucelli & Associates Inv #25-1667 dated 3.1.2025 in the amount of \$850.00 for Project 22.331 Ledyard - Gales Ferry Roof and PV.

RESULT: APPROVED AND SO DECLARED

MOVER: Gary Schneider

SECONDER: Gerald Tyminski

AYE 6 Schneider Tyminski Gush Hosey Peterson Reguin

EXCUSED 1 DiPalma-Herb

VII. JULIET LONG HVAC PROJECT UPDATES

1. JWL HVAC Project 2024 Updates

RESULT: DISCUSSED

2. Review and possible action on ReBid #LPS 24-9 State Project #072-001 HVACN - Ledyard Public Schools HVAC Replacement - Juliet W. Long School.

Mr. Donaldson shared that three bids were received as a result of the rebid for the HVAC project. One bid was 3.1 million, another 3.2 million with the low bid at 2.67 million and that is the bid Mr. Donaldson recommends to the committee. Mr. Donaldson stated additional funds will be required based upon the bid amount as well as owner's representative, architect fees, commissioning fees, borrowing costs, and insurance. Chairman Gush added the total cost for the school projects was \$8,550,000 which means \$1,250,000 is needed placing the total project at \$9,800,000.

Chairman Gush stated the bottom line is money is needed over the initial appropriation and it has to go back to referendum. Chairman Gush added an owner's representative is also required by the ordinance, he has considered asking the Finance Committee and Town Council for a waiver but the cost is minimal compared to what is already being spent on the project. Chairman Gush stated that Friar Architecture has worked with all three bidders and there are no issues with any of the Contractors. Mr. Mitchell replied Friar Architecture has worked with all of the

contractors and has had more experience with some but they are all qualified.

Chairman Gush stated we need to push this forward to the Finance Committee and Town Council in time to add this to the referendum for the Town to vote on. If that happens there is still a chance of starting the project in June. Mr. Tyminski inquired about the timeline to get bonding if approved. Mr. Bonin stated there is bonding to deal with in August and this could be a part of that bonding.

Mr. Shcneider inquired about the State Grant and the 62% reimbursement. Mr. Donaldson responded the State Grant will cover 62% of the original 2.25 million and the State will not increase that grant amount. Chairman Gush added the Town will be the paying this extra cost. Mr. Tyminski stated it would be the 1.25 million plus the 30% paid by the Town for a total of around 2 million.

Mr. Schneider stated the bid allowed for a certain amount of time to award the bid to Contractors, is it reasonable to notify the Contractor after the meeting tonight that the time frame may be a bit longer because we have to go to Referendum. Mr. Donaldson responded the Contractor is aware and requested a second motion to approve Nutmeg pending obtaining the additional financing. Mr. Tyminski inquired if this would be a separate Referendum or with the budget. Chairman Gush responded yes it would be part of the budget Referendum.

Ms. Chapman discussed the potential timeline for the request to move through the Finance Committee, Town Council and Referendum. Ms. Chapman clarified that this would be a separate question on the budget referendum.

The Committee reviewed the original budget for the project compared to the total now needed to complete the project. The total project cost with the additional \$1,250,000 required is \$3,475,000.

MOTION to recommend the Town Council appropriate an additional \$1,250,000 (Increasing the appropriation and borrowing authorization to an aggregate \$9,800,000) for Various School Improvement Projects, and authorizing the issuance of Bonds and Notes in the same amount to finance the appropriate.

RESULT: APPROVED AND SO DECLARED

MOVER: Gerald Tyminski

SECONDER: Gary Schneider

AYE 6 Schneider Tyminski Gush Hosey Peterson Reguin

EXCUSED 1 DiPalma-Herb

MOTION to approve Bid Proposal from The Nutmeg Companies Inc. in the amount of \$2,673,520 for Bid # LPS-24-9 Ledyard Public Schools HVAC Replacement pending approval of an additional appropriation of \$1,250,000 by the Town Council and through Referendum.

Discussion:

Mr. Donaldson requested the motion in order to have contracts reviewed by the insurance company and have everything in place so that if this passes we can immediately get contracts signed to move ahead this summer.

RESULT: APPROVED AND SO DECLARED

MOVER: George Hosey

SECONDER: Gary Schneider

AYE 6 Schneider Tyminski Gush Hosey Peterson Reguin

EXCUSED 1 DiPalma-Herb

VIII. OLD BUSINESS

1. Discussion and possible action regarding furniture for the Gallup Hill School Building Project.

Mr. Donaldson did receive the AIA invoices from the furniture manufacturing and is still waiting on the rest of the information requested by the Committee. Mr. Donaldson is waiting for proof of delivery and minutes. Mr. Bonin confirmed that these invoices were not paid.

RESULT: NO ACTION

IV. ADJOURNMENT

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

The meeting adjourned at 5:30 p.m.

VOTE: 5-0 Approved and so declared

Respectively Submitted,

Chairman Gush
Permanent Municipal Building Committee

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