

Date: August 23, 2024

Time: 10:06 a.m. – 10:55 a.m.

Location: LEARN, 44 Hatchetts Hill Road, Old Lyme

Meeting Minutes

Building Committee Members: Kate Ericson, LEARN Executive Director; Ryan Donlon, LEARN Associate Executive Director; Robert Mitchell, Chair LEARN Board of Directors; Craig Esposito, Immediate Past President LEARN Board of Directors; Dale Bernardino, Vice-Chair LEARN Board of Directors; Beverly Washington, Secretary LEARN Board of Directors; Jennifer Favalora, Fiscal Officer LEARN Board of Directors

Meeting Attendees: Adrenna Paolillo, LEARN Assistant Director of Early Childhood Education; Jessica Silvestro, LEARN Principal of The Friendship School; Lance Hagen, LEARN Director of Information Technology; Katelyn Chapin, Newman Architects; Brooks Fischer, Newman Architects; Emily Hemsath, RDG; Ed Buglewicz, RDG; Molly Haas, RDG; Emily Hemsath, RDG; Anne Machian, RDG

Building Committee Staff: Julie Pendleton, LEARN Coordinator of Special Projects; Lisa Cooney, LEARN Coordinator of Communication

Agenda

- 1.0 Approval of Minutes
- 2.0 Updates & Reports
- 3.0 Other Reports
- 4.0 Financial Update
- 5.0 New Business
- 6.0 Next Meeting
- 7.0 Adjournment

Discussion and Decisions:

- 1.0 Approval of Minutes
 - No previous minutes to approve
- 2.0 Updates & Reports
 - Report: Early Childhood School, Newman + RDG
 - Small Group Interviews-Full report available from Newman + RDG
 - Completed
 - Food Service & Facilities
 - Early Childhood
 - Special Education
 - Nursing & Health Services
 - Upcoming Group Interviews
 - The Friendship School (TFS) Staff
 - TFS Families



- Museum Partners
- Community Partners
- Site Investigation
 - “The mature vegetation will provide privacy...In the winter months, the school will be a beacon to the surrounding community.” Emily Hemsath
 - Of note:
 - Current Zone: R-40 flow density residential districts
 - Discussion on relevant definitions: Is LEARN a “Private Educational Institution” or a “Public School”?
 - Special Permit Approval: Application to be filed with Zoning Enforcement Officer at least 5 days prior to the next regularly scheduled meeting. Public hearing required.
 - Topography: Need to navigate the ease of dropoff on the east with the slopes to the west.
 - Utilities: Opportunity to bury lines so that Transformers and overhead lines do not limit us. Cell Tower Access: Current easement may be relocated to align with parking. Review and approval needed.
 - Safety: Further conversations with Fire Marshal will need to occur.
 - Traffic Study: Traffic study says the current neighborhood will not have a significant impact. We will need to consider bussing schedules and parent dropoff.
 - City of Waterford Retainage: Honor encroachment by abutting residences, cell tower, and area retained to the northeast. There may be public access to pickleball courts located on the site.
 - Oil Tanks: Oil tanks were located on the east and north sides of the property. The tanks were previously removed and the soil remanded. The Town of Waterford must file a final report.
 - Boiler: The boiler was located on the north end of the property.
 - Decisions
 - None needed at this time.
- Convocation Activity, August 27.
 - Feedback from all LEARN to be gathered.
 - Decisions
 - None needed at this time.
- Images of Early Childhood
 - Using responses from the Building Committee to questions previously posed by Newman + RDG, images of early childhood were generated and shown as motivators for the new school.



- Decisions
 - None needed at this time.

3.0 Other Reports

- Information contained within Site Investigation by Newman + RDG.

4.0 Financial Update

- Contracts & Invoices
 - Motion to approve the invoice from Newman + RDG Architects dated July 29, 2024 for project #245-0090 MAG/A/PF in the amount of \$30,816.00.
 - Presented by: Kate Ericson
 - Second by: Craig Esposito
 - Motion passed unanimously
- Procurement Policy
 - LEARN to provide policy for Newman + RDG

5.0 New Business

- None at this time.

6.0 Next Meeting

- Date: September 27, 2024
- Time: 10:00 a.m.
- Location: LEARN, 44 Hatchetts Hill Road, Old Lyme, CT

7.0 Adjournment

- Motion to adjourn at 10:55 a.m.
 - Presented by: Craig Esposito
 - Second by: Beverly Washington
 - Motion passed unanimously

