

Date: February 28, 2025

Time: 10:10 a.m. – 10:53 a.m.

Location: LEARN, 44 Hatchedts Hill Road, Old Lyme

Meeting Minutes

Building Committee Members: Kate Ericson, LEARN Executive Director; Robert Mitchell, Chair LEARN Board of Directors; Craig Esposito, Immediate Past President LEARN Board of Directors; Dale Bernardoni, Vice-Chair LEARN Board of Directors; Jennifer Favalora, Fiscal Officer LEARN Board of Directors

Meeting Attendees: Ryan Donlon, LEARN Associate Director; Katelyn Chapman, Newman Architects; Ed Buglewicz, RDG; Molly Haas, RDG; John Holden, Newman Architects; Nick Conti, Gilbane, Inc.; Gary Cymbala, SSC

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 Old Business
- 6.0 New Business
- 7.0 Next Meeting
- 8.0 Adjournment

Discussion and Decisions:

1.0 Approval of Minutes

- January 24, 2025, Building Committee: Early Childhood School, 51 Daniels Avenue, Meeting Minutes
 - Motion to approve
 - Presented by: Craig Esposito
 - Second by: Robert Mitchell
 - Motion carried unanimously

2.0 Updates & Reports

- Newman Architects, PC/RDG Architects
 - Newman Architects and RDG Architects continue to work with the Town of Waterford to complete the demolition package.
 - The demolition package includes the demolition of the building, removal of any hazardous materials, and site clean-up.
 - The estimated cost of the demolition package is \$2.8 million.
 - The demolition package will be reviewed with the State of Connecticut during the first week in March.



- Gilbane, Inc.
 - The demolition and abatement bid package is complete.
 - It is expected that the abatement process will take 3 months.
 - There are 3 known conditions that could possibly require additional time and cost.
 - Roof. It appears as if there are multiple layers.
 - Piping. Pipes run under the corridor of the school versus on the outside of the school building.
 - Paint. The type of paint and the potential chemicals within that paint are unknown.
 - As part of completing the demolition and abatement bid package, households neighboring 51 Daniels Avenue were sent correspondence about the project.

3.0 Other Reports

- Town of Waterford
 - Planning & Zoning. Newman Architects and RDG Architects are preparing to make a preliminary submission to Waterford Planning & Zoning.
 - Cell Tower. There are 2 easements on the 51 Daniels Avenue property.
 - Cell Tower. The Town of Waterford is negotiating the transfer of the cell tower easement agreement to LEARN.
 - Eversource. There are no current concerns with the Eversource easement agreement.
- Space Waiver Letter
 - LEARN is waiting for the 51 Daniels Avenue operational plan to be approved by the State of Connecticut.
 - Of note: As of February 28, 2025, there is legislation addressing infant/toddler programs in the State of Connecticut. The legislation allows for a reimbursement rate equal (+) to school buildings/classrooms serving children prekindergarten-aged and older.

4.0 Financial Update

- Contracts & Payment Applications.
 - Motion to approve the Payment Application/Invoice #658669 from Shipman & Goodwin LLP for Project #245-0090MAG/A/PF in the amount of \$8,197.00 for professional services. This payment relates to the negotiation of the land at 51 Daniels Avenue.
 - Motion to approve
 - Presented by: Craig Esposito
 - Second by: Robert Mitchell
 - Motion carried unanimously
 - Motion to approve the Payment Application/Invoice #24129 to Newman/RDG Architects for Project # 245-0090MAG/A/PF in the amount of \$228,250.00 for



professional services. This payment relates to the schematic and design phases.

- Motion to approve
 - Presented by: Kate Ericson
 - Second by: Robert Mitchell
 - Motion carried unanimously
- Furniture, Fixtures, & Equipment (FF&E)
 - Preliminary discussion on the potential need for one individual to coordinate the FF & E on site.

5.0 Old Business

- No old business for discussion.

6.0 New Business

- State Project #245-0090 MAG/A/PF, Phase 1: Final Plans & Professional Cost Estimate
 - The LEARN Building Committee, 51 Daniels Avenue, Waterford reviewed and approved this plan and estimate.
 - Motion to approve
 - Presented by: Robert Mitchell
 - Second by: Craig Esposito
 - Motion carried unanimously
- Motion to add agenda item:
 - Kate Ericson moved to add
 - “Discussion and possible action on the Request for Proposals for an Owner’s Representative for the Demolition and Construction of a New Early Childhood School” to the agenda under “New Business”
 - Second by: Jennifer Favalora
 - Motion carried unanimously
- Discussion and possible action on the Request for Proposals for an Owner’s Representative for the Demolition and Construction of a New Early Childhood School”
 - Six agencies responded to the Request for Proposals.
 - Four (of the six) agencies were invited to meet with members of the building committee.
 - As a result of the four agencies meeting with building committee members, Colliers was recommended to be LEARN’s Owner’s Representative.
 - 1....1 Committee members felt that Colliers was well prepared for the interview, having knowledge of LEARN and the 51 Daniels Avenue project.
 - Motion to approve Colliers as the Owner’s Representative for the Demolition and Construction of a New Early Childhood School
 - Presented by: Robert Mitchell
 - Second by: Jennifer Favalora



- Motion carried unanimously

7.0 Next Meeting

- Date: March 28, 2025
- Time: 10:00 a.m.
- Location: LEARN, 44 Hatchetts Hill Road, Old Lyme, CT
- Items for the Next Meeting Agenda
 - Approval of Minutes
 - Updates & Reports
 - Newman Architects, PC/RDG Architects
 - Gilbane, Inc.
 - Other Reports
 - Financial Update
 - Old Business
 - New Business
 - LEARN Building Committee Meeting Schedule, 2025-2026 Fiscal Year

8.0 Adjournment

- Motion to adjourn at 10:53 a.m.
 - Presented by: Robert Mitchell
 - Second by: Craig Esposito
 - Motion carried unanimously

