

Date: April 25, 2025

Time: 10:03 a.m. – 10:56 a.m.

Location: LEARN, 44 Hatchetts 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; Molly Haas, RDG; Katelyn Chapman, Newman Architects; John Holden, Newman Architects; Nick Conti, Gilbane, Inc.; Charles Warrington, Colliers Engineering and Design; 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

- March 28, 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
 - We are nearing the end of the design process.
 - Design documents should be delivered to Gilbane, Inc. in May.
 - Newman Architects and RDG Architects continue to work with the Town of Waterford.
 - Discussions have taken place with the Town of Waterford's building official, as well as the fire marshal.



- A discussion will take place with the Town of Waterford’s police chief during the week of April 28, 2025.
 - Dr. Ryan Donlon, LEARN’s Associate Executive Director, will join that discussion.
 - The Town of Waterford’s conservation meeting will be held May 8, 2025, 6:30 p.m.
 - A representative from LEARN should be present.
 - Newman Architects is submitting the 51 Daniels Avenue project proposal to the Town of Waterford’s Planning and Zoning Commission.
 - Two projects will be submitted.
 - The school
 - The pickleball courts
 - Which contains considerations for wetlands
 - We received approval from the State of Connecticut Office of Grants Administration (OGA) to go out to bid for the demolition and abatement package.
 - Gilbane, Inc. is waiting for the prevailing wage information from the State of Connecticut Department of Labor.
 - Once the prevailing wage information is received, Gilbane Inc. will release the demolition and abatement bid package.
 - Gilbane, Inc.
 - Demolition and abatement bid package
 - See information under Newman Architects, PC/RDG Architects (above).
 - Gilbane, Inc. presented and reviewed the detailed project estimate for the design phase.
 - Colliers Engineering & Design
 - In collaboration with Gilbane, Inc., Colliers reviewed the detailed project estimate for the design phase.

3.0 Other Reports

- Town of Waterford
 - Conversations continue regarding the cell towers and easements on the property.
 - LEARN opened a conversation (through attorneys) regarding the Town of Waterford permit fees.
- Space Waiver Letter
 - The space waiver was submitted for approval to the State of Connecticut.

4.0 Financial Update

- Discussion and possible action on Payment Application/Invoice #24222 to Newman/RDG Architects for Project # 245-0090MAG/N/PF (previously 245-0090MAG/A/PF) in the amount of \$271,700.00 for professional services.



- Motion to approve
 - Presented by: Robert Mitchell
 - Second by: Kate Ericson
 - Motion carried unanimously
- Discussion and possible action on Payment Application/Invoice #661667 from Shipman & Goodwin LLP for Project #245-0090MAG/N/PF (previously 245-0090MAG/A/PF) in the amount of \$14,176.70. This payment pertains to legal fees for the purchase of 51 Daniels Avenue.
 - Motion to approve
 - Presented by: Dale Bernardoni
 - Second by: Craig Esposito
 - Motion carried unanimously
- Discussion and possible action on Payment Application/Invoice #21096088 to The Day for Project # 245-0090MAG/N/PF (previously 245-0090MAG/A/PF) in the amount of \$102.96.
 - Motion to approve
 - Presented by: Kate Ericson
 - Second by: Craig Esposito
 - Motion carried unanimously

5.0 Old Business

- Furniture, Fixtures, & Equipment (FF&E)
 - No new report.

6.0 New Business

- Three proposals were received in response to the Building Systems Commissioning Services Request for Proposals.
 - A proposal review and reference checks are underway.

7.0 Next Meeting

- Date: May 23, 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.
 - Colliers
 - Other Reports
 - Financial Update
 - Old Business
 - New Business



8.0 Adjournment

- Motion to adjourn at 10:56 a.m.
 - Presented by: Robert Mitchell
 - Second by: Dale Bernardoni
 - Motion carried unanimously

