

Date: August 22, 2025

Time: 10:02 a.m. – 10:32 a.m.

Location: LEARN, 44 Hatchesetts Hill Road, Old Lyme

Meeting Minutes

Building Committee Members: Kate Ericson, LEARN Executive Director; Robert Mitchell, Chair LEARN Board of Directors; Beverly Washington, Secretary LEARN Board of Directors; Jennifer Favalora, Fiscal Officer LEARN Board of Directors; Craig Esposito, Past President LEARN Board of Directors

Meeting Attendees: Katelyn Chapin, Newman Architects; John Holden, Newman Architects; Ed Buglewicz, RDG; Molly Haas, RDG; Nick Conti, Gilbane, Inc.; Benjamin Peck, Gilbane, Inc.; Tiffany (last name to be added), Colliers Engineering and Design; Gary Cymbala, SSC

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

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

- July 25, 2025, Building Committee: Early Childhood School, 51 Daniels Avenue, Meeting Minutes
 - Motion to approve
 - Presented by: Craig Esposito
 - Second by: Kate Ericson
 - Motion carried unanimously

2.0 Updates & Reports

- Newman Architects, PC/RDG Architects
 - Design Phase to Construction Documents Phase
 - Review continues by Gilbane, Colliers, and the Town of Waterford.
 - The third-party objective reviewer is on board and ready.
 - Finishing boards were on display during the meeting and are available for committee members to view between meetings moving forward. Reach out to Julie Pendleton.
- Gilbane, Inc.
 - The demolition of the current building at 51 Daniels Avenue will begin soon.
 - A meeting was held with the Town of Waterford on August 19.



- The meeting was characterized as positive and moving things forward.
 - Abatement (to be conducted by Stanford Demolition) is the first step in the demolition stage.
 - The abatement is expected to take approximately 2 weeks.
 - The Switch Gear Scope Review should take place (by Gilbane) during the week of August 25.
- Virtual Design Construction (VDC)
 - Benjamin Peck, Gilbane, Inc., gave a demonstration of the VDC process occurring.
 - In this process, a digital “twin” of the building and the construction process itself is created to plan, design, coordinate, and manage the project both before and during the construction process.

3.0 Other Reports

- Town of Waterford
 - The cell tower negotiation is moving forward in a positive direction.
 - Waterford RTM accepted our change in the land purchase.
 - Sale of the property: \$770,000
 - An early access agreement is under development to allow LEARN/Gilbane to begin the demolition process and manage our overall project timeline effectively.

4.0 Financial Update

- Discussion and possible action on invoices for Project #245-0090MAG/N/PF

Company/Vendor	Amount Approved
Newman Architects	\$313,312.50
Colliers Project Leaders	\$ 7,347.50
Benesch	\$ 1,322.40
Shipman & Goodwin (Legal)	\$ 22,718.55
Total	\$344,700.95

- Motion to approve
 - Presented by: Jennifer Favalora
 - Second by: Beverly Washington
 - Motion carried unanimously

5.0 Old Business

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

6.0 New Business

- No new business



7.0 Next Meeting

- Date: September 26, 2025
- Time: 10:00 a.m.
- Location: LEARN, 44 Hatchedts 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
- Note: A special meeting will be held on October 2 related to the Construction Document Phase: Early Procurement Package. This special meeting is in preparation for an anticipated state meeting on October 16.

8.0 Adjournment

- Motion to adjourn at 10:32 a.m.
 - Presented by: Kate Ericson
 - Second by: Craig Esposito
 - Motion carried unanimously

