

Date: September 26, 2025

Time: 10:03 a.m. – 10:40 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; Dale Bernardoni, Vice-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; Charles Warrington, Colliers Engineering and Design; Nick Conti, Gilbane, Inc.; 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

- September 26, 2025, Building Committee: Early Childhood School, 51 Daniels Avenue, Meeting Minutes
 - Motion to approve
 - Presented by: Craig Esposito
 - Second by: Beverly Washington
 - Motion carried unanimously

2.0 Updates & Reports

- Newman Architects, PC/RDG Architects
 - Design Phase to Construction Documents Phase
 - Work continues on the final set of construction documents in preparation for an October 16 meeting with the State of Connecticut.
 - A meeting with the Town of Waterford was held, characterized as, “great”.
 - There is a shared understanding of the 51 Daniels Avenue process and timeline.
- Gilbane, Inc.
 - The demolition and abatement process continues to move forward.
 - One permit left to pull.
 - This will be a 3-month (approximate) process.
 - An early access agreement allows the process to move forward.



- It is anticipated that following the October 16 State meeting, Gilbane, Inc. will go out to bid for construction.
- We are on pace with the original project timeline.
- Colliers Engineering and Design
 - The construction document review continues, as mentioned by Newman Architects.
 - It was reported that the process between and among Newman Architects, Gilbane, Inc., and Colliers has worked with consistent, nice back and forth communication.
 - \$73.8 million estimate will be submitted to the State.
 - Colliers is optimistic about the October State meeting, and hopeful that State approval will come by the beginning of November.

3.0 Other Reports

- Town of Waterford
 - The cell tower negotiation is moving forward in a positive direction.
 - It is anticipated that the October 7 Waterford selectman meeting will include the vote on the agreement needed.

4.0 Financial Update

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

Company/Vendor	Amount Approved
Newman Architects	\$372,650.00
Colliers Project Leaders	\$ 6,106.25
SES	\$ 4,500.00
Benesch	\$ 1,322.40
Buckley Appraisal Services	\$ 3,100.00
Shipman & Goodwin (Legal)	\$ 15,036.50
Total	\$402,715.15

- Motion to approve
 - Presented by: Robert Mitchell
 - Second by: Beverly Washington
 - Motion carried unanimously

5.0 Old Business

- Furniture, Fixtures, & Equipment (FF&E)
 - LEARN and Newman Architects will begin to meet in January with internal stakeholder groups re: specific furniture, fixture, and equipment needs.



6.0 New Business

- Discussion and possible action on Phase Two Bid Package for Switchgear and Generator to Collins Electric Co., of Chicopee, MA, in the amount of \$523,367.00 for Project #245-0090MAG/N/PF.
 - Five bids were received.
 - Collins Electric Co. was the lowest bidder.
 - Motion to approve
 - Presented by: Craig Esposito
 - Second by: Robert Mitchell
 - Motion carried unanimously

- Discussion and possible action to approve the Plans and Specifications for Phase Three – Construction Plans and Specifications for Project #245-0090MAG/N/PF, dated 8.25.25.
 - Motion to amend the action to include “and cost estimate dated 9.23.25” and approve the amended action
 - Presented by: Kate Ericson
 - Second by: Beverly Washington
 - Motion carried unanimously
 -

7.0 Next Meeting

- Date: October 24, 2025, IN PERSON
- 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: The October 2 Special Building Committee Meeting is cancelled.**
 - **There will be an October 2 Special Board of Directors Meeting.**
 - **VIRTUAL**

8.0 Adjournment

- Motion to adjourn at 10:40 a.m.
 - Presented by: Jennifer Favalora
 - Second by: Kate Ericson
 - Motion carried unanimously

